



**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
REGULAR MEETING
WEDNESDAY, JANUARY 10, 2024 - 6:00 P.M.
AGENDA**

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. OATH OF OFFICE FOR NEWLY APPOINTED COMMISSIONERS

1. Lisa Hendrickson – Mayor Commissioner
2. C.J. Hoyt – Commissioner District 2

E. CONSENT AGENDA

1. **MINUTES** – Approval of: Regular Meeting – December 13, 2023, Special Meeting – December 27, 2023

F. APPEARANCES AND PRESENTATIONS

1. Recognition of Recently Retired Commissioners
2. Chief Rick Swan, Indian Shores PD – Recognition for Charity Toy Drive
3. Chief Clint Belk, Madeira Beach Fire Rescue Update
4. Interim Chief Bill Morelli, Seminole Fire Rescue Update

G. OLD BUSINESS

1. Second Reading of Ordinance No. 2024-01 Amending 140-12 Regarding Parking Fines of the Town Code.

H. NEW BUSINESS

1. Appointment of Mark Vasquez to the Position of Building Official
2. Vacancies in Districts 1 and 3 Commission Seats
3. Vacancy/Appointment - Planning & Zoning Committee
4. Vacancy/Appointment – Parks and Recreation Committee
5. Appointment of Mayor Commissioner Hendrickson to the Barrier Islands Governmental Council (BIG-C)
6. Appointment to Gulf Beaches Library Board
7. Interlocal Agreement with Redington Beach for Building Department Services

I. MISCELLANEOUS

Workshop Meeting- Wednesday, January 24, 2024 – 6:00 P.M.

Regular Meeting- Wednesday, February 14, 2024 – 6:00 P.M.

J. COMMISSION REPORTS

1. Mayor Commissioner Hendrickson
2. Vice Mayor Commissioner Licata, District 4
3. Commissioner Hoyt, District 2
4. [VACANT], District 1
5. [VACANT], District 3
6. Town Attorney
7. Town Administrator
8. Public Works Department Report

K. PUBLIC COMMENT (Items not previously discussed on this agenda.)

L. ADJOURNMENT

Pursuant to Florida Statutes § 286.0105, if any person or entity decides to appeal any decision made on any matter considered at any meeting or hearing of any Redington Shores Board or Commission, he, she or it will need a record of the proceedings and, for such purpose, he, she or it may need to ensure that a verbatim record of the proceedings is made, which record includes the legal arguments, testimony, and evidence upon which the appeal is to be based.

ITEM D.1. & D.2.



TOWN OF REDINGTON SHORES

OATH OF OFFICE

Please raise your right hand and repeat after me:

I, Lisa Hendrickson, having been appointed to the Office of Mayor for the Town of Redington Shores, do hereby solemnly swear that I will faithfully perform the duties of my office, and that I will uphold the Charter and Code of the Town of Redington Shores, and the Constitutions and Laws of the State of Florida, and of the United States of America.

Signature

Date: January 10, 2024

Margaret Carey, Town Clerk



TOWN OF REDINGTON SHORES

OATH OF OFFICE

Please raise your right hand and repeat after me:

I, Cynthia Hoyt, having been appointed to the Office of Commissioner District 2 for the Town of Redington Shores, do hereby solemnly swear that I will faithfully perform the duties of my office, and that I will uphold the Charter and Code of the Town of Redington Shores, and the Constitutions and Laws of the State of Florida, and of the United States of America.

Signature

Date: January 10, 2024

Margaret Carey, Town Clerk

ITEM E.1.



**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
REGULAR MEETING
WEDNESDAY, DECEMBER 13, 2023 - 6:00 P.M.
MINUTES**

A **Regular Meeting** of the Board of Commissioners of the Town of Redington Shores, Florida was convened at 6:00 p.m.

Members Present: Vice Mayor Commissioner Lisa Hendrickson, Commissioner Joe Licata, Commissioner Jennie Blackburn, Commissioner Christy Herig

Members Absent: Mayor Mary Beth Henderson (excused absence)

Other Municipal Officials Present: Mike McGlothlin, Town Administrator; Robert Eschenfelder, Town Attorney; Margaret Carey, City Clerk.

1. ROLL CALL BY THE TOWN CLERK

2. CONSENT AGENDA

Items on the consent agenda are of a routine nature or have been previously studied by the Board of Commissioners at a workshop meeting. They are intended to be acted upon in one motion.

Consent Agenda items included approval of the following meeting minutes: Regular Meeting – November 8, 2023, Special Meeting – November 16, 2023, and Workshop Meeting – November 29, 2023

Commissioner Herig motioned to approve the Consent Agenda, seconded by Commissioner Licata. Vote taken: All yay.

3. APPEARANCES AND PRESENTATIONS

- a. Chief Rick Swan, Indian Shores PD – provided update.
- b. Chief Clint Belk, Madeira Beach Fire Rescue – provided update.
- c. Interim Chief Bill Morelli, Seminole Fire Rescue – provided update. Bill Schobel is the new Fire Chief and will be starting soon.

4. OLD BUSINESS

- a. **SECOND READING OF ORDINANCE 23-13; CREATING ARTICLE III OF CHAPTER 56 OF THE TOWN CODE RELATED TO SHARK FISHING**

Attorney Eschenfelder read the Ordinance title.

Commissioner Herig moved to approve Ordinance 23-13: Creating Article III of Chapter 56 of the Town Code Related to Shark Fishing, seconded by Commissioner Blackburn.

Discussion: Attorney Eschenfelder mentioned that the Florida Constitution may preempt our Ordinance. Be aware.

Public Comment: Jacinda Shapiro, Myriam Parhem, and Park Chapman all spoke in support of the Ordinance and thanked the Board.

Upon vote, the motion was carried unanimously all yay 4 to 0.

5. NEW BUSINESS

- a. **2024 TOWN HOLIDAY SCHEDULE**

Clerk Carey explained the schedule presented to the Board is that of Pinellas County Government Holidays and the Board was asked to consider adopting the same schedule for the Town of Redington Shores.

Commissioner Herig moved to approve the 2024 Town Holiday Schedule, seconded by Commissioner Licata. Vote taken: All yay.

b. AGREEMENT FOR CONDUCTING IN-CONJUNCTION MUNICIPAL ELECTION WITH THE PINELLAS COUNTY SUPERVISOR OF ELECTION

Clerk Carey explained this is a standard agreement for Pinellas County to assist with our local election.

Commissioner Blackburn moved to approve the Agreement for Conducting In-Conjunction Municipal election with the Pinellas County Supervisor of Election, seconded by Commissioner Licata. Vote taken: All yay.

c. REFUSE RATE INCREASE

Town Administrator McGlothlin asked to move this item to a future meeting.

d. TOWN PARKING FEES AND FINES

Town Administrator McGlothlin discussed parking fines. Currently the fine is \$50 and \$100 after 15 days of nonpayment. The Board last looked at this issue in May of 2023 and it is brought before the Board now because of the need to be consistent with the Indian Shores Police Department. We are now proposing an increase to \$100 for the initial fine and \$200 after 15 days of nonpayment.

Commissioner Herig expressed her opposition to the increase in residential neighborhoods.

Administrator McGlothlin then discussed a fee increase for metered parking. The current fee is \$2.50 per hour which was last increased in 2020 from \$1.00/hour. After a survey of the surrounding beach communities, we discovered we are on the low end of metered parking rates. We are proposing a new fee of \$4.00/hour.

The Board reached consensus and directed the Town Attorney to prepare an Ordinance and Resolution to reflect the increase in fees and fines.

e. PROPOSAL FOR RESTORATION OF DAMAGED LANDSCAPING AT REDINGTON SHORES NATURE PARK

CJ Hoyt, a representative from the Parks & Recreation Committee, presented an update and discussed the most recent rendering submitted by Suttrich Landscape Services. Town Administrator McGlothlin added that 8 bids were sent to landscapers and only 1 response was received. Ms. Hoyt recognized Commissioner Herig and expressed appreciation for her assistance with the project. Approval for this project had previously been granted and budgeted. The Parks & Recreation Committee will also include post a banner at the restoration site that reads "Florida Friendly Restoration in Progress."

6. MISCELLANEOUS

Special Meeting- Wednesday, December 27, 2023 – 6:00 P.M.

Regular Meeting- Wednesday, January 10, 2024 – 6:00 P.M.

7. COMMISSION REPORTS

a. Mayor Commissioner Henderson – No report.

b. Vice Mayor Commissioner Hendrickson, District 3 - acknowledged the Redington Shores Holiday House Decorating winners. The winners were: 1st Place 17817 Lee Ave, 2nd Place 17555 2nd Street E, and 3rd Place 114 Wimbledon Way. The Vice Mayor also mentioned an Open House Fundraiser for Gulf Beaches Library Jan 25th from 5-8pm. The library is accepting gifts for their silent auction.

c. Commissioner Blackburn, District 1 – No report.

d. Commissioner Herig, District 2 - announced she will be resigning as District 2 Commissioner effective December 30, 2023 due to the Form 6 requirement. She praised the town staff and said that she hopes to continue her involvement with the Town as a volunteer. Commissioner Herig also encouraged everyone to purchase a brick at the Library.

e. Commissioner Licata, District 4 - commended Town Administrator McGlothlin by saying that he is doing a stellar job with following up on everything and the residents are happy.

f. Town Attorney - answered questions from the Board about vacancies going into 2024. The Board agreed that staff should advertise the vacancy for District 2 and request Letters of Interest with a deadline of December 22 at noon. Interested candidates can be discussed at a Special Meeting. The

Board agreed to a Special Meeting on December 27 at 6:00 p.m.

- g. Town Administrator McGlothlin** - updated the Board about his search for a Building Official. No qualified applicants have applied yet. Mr. McGlothlin would like to get a Building Official onboard before moving ahead with the intergovernmental agreement with Redington Beach. He will continue with the search. Mr. McGlothlin also mentioned that the Charter Review Committee will be discussed at the January workshop, so the Resolution can be adopted and ready for March. Finally, Mr. McGlothlin provided Code Enforcement and Permit stats for the month.

8. ADJOURNMENT

There being no further business before the Board, the meeting adjourned at 7:10 pm.

Respectfully submitted,

Margaret Carey
Town Clerk

Date Approved by Board of Commissioners



**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
SPECIAL MEETING
WEDNESDAY, DECEMBER 27, 2023 - 6:00 P.M.
MINUTES**

A **Special Meeting** of the Board of Commissioners of the Town of Redington Shores, Florida was convened at 6:00 p.m.

Members Present: Mayor MaryBeth Henderson (virtual), Vice Mayor Commissioner Lisa Hendrickson, Commissioner Joe Licata, Commissioner Jennie Blackburn, Commissioner Christy Herig.

Members Absent: None

Other Municipal Officials Present: Mike McGlothlin, Town Administrator; Robert Eschenfelder, Town Attorney; Margaret Carey, Town Clerk.

1. ROLL CALL BY THE TOWN CLERK

2. APPEARANCES AND PRESENTATIONS

None.

3. OLD BUSINESS

None.

4. NEW BUSINESS

a. APPOINTMENT(S) TO VACANT COMMISSION SEAT(S)

The Board discussed the vacancy of the District 2 office. Two letters of interest were received; Cynthia Hoyt and Chris Wood. Both interested candidates addressed the Board. Ms. Hoyt was still interested while Mr. Wood expressed his decision to withdraw in support of Ms. Hoyt.

Commissioner Herig moved to appoint Cynthia Hoyt to the office of District 2 Commissioner, seconded by Mayor Commissioner Henderson.

Upon vote, the motion was carried unanimously all yay 5 to 0.

The Board then discussed the resignation of Mayor Henderson which was announced that day and takes effect December 29, 2023. The current Vice Mayor Commissioner (District 3) Hendrickson was the only candidate to qualify for the 2024 Mayoral election.

Commissioner Herig motioned to appoint Lisa Hendrickson to the office of Mayor, seconded by Commissioner Licata.

Upon vote, the motion was carried unanimously all yay 5 to 0.

The Board then discussed the vacancy of Vice Mayor which was created by the current Vice Mayor moving to the office of Mayor.

Vice Mayor Commissioner Hendrickson motioned to appoint Commissioner Licata to Vice Mayor, seconded by Mayor Commissioner Henderson.

Upon vote, the motion was carried unanimously all yay 5 to 0.

Lisa Hendrickson and Cynthia Hoyt will be sworn into office at the January 10, 2024 Regular Meeting of the Board of Commissioners.

b. RESOLUTION NO. 12-2023 DISBANDING CERTAIN INACTIVE ADVISORY COMMITTEES

Attorney Eschenfelder read the Resolution title.

Commissioner Herig moved to approve Resolution No. 12-2023 Disbanding Certain Inactive Advisory Committees, seconded by Commissioner Blackburn.

Discussion: Commissioner Herig explained that the committees were ad-hoc and no longer needed.

Public Comment: None.

Upon vote, the motion was carried unanimously all yay 5 to 0.

c. ORDINANCE NO. 2024-01 AMENDING 140-12 REGARDING PARKING FINES OF THE TOWN CODE. 1ST READING

Attorney Eschenfelder read the Ordinance title.

Commissioner Blackburn moved to approve Ordinance No. 2024-01 Amending 140-12 Regarding Parking Fines of the Town Code, seconded by Commissioner Licata.

Discussion: Commissioner Herig requested that adequate signage be posted. Town Administrator McGlothlin said there will be 2-4 signs per lot. Commissioner Blackburn noted that the parking fee in Madeira Beach is much higher.

Public Comment: Citizens Cynthia Hoyt and Loretta Fricks spoke that \$100 was a lot of money. Town Administrator McGlothlin said there will be an appeals process.

Upon vote, the motion was carried unanimously all yay 5 to 0.

d. RESOLUTION NO. 13-2023 ESTABLISHING METERED PARKING SPACES AND THE ASSOCIATED FEE FOR PARKING

Attorney Eschenfelder read the Resolution title.

Commissioner Blackburn moved to approve Resolution No. 13-2023 Establishing Metered Parking Spaces and the Associated Fee for Parking, seconded by Mayor Commissioner Henderson.

Discussion: Commissioner Herig noted that the fee seemed like a lot, but there is still free parking available along Gulf Boulevard.

Public Comment: None.

Upon vote, the motion was carried unanimously all yay 5 to 0.

5. MISCELLANEOUS

Commissioner Herig announced there is a Special Gulf Shores Library Board meeting on January 4, 2024. Ms. Herig also said she would be willing to continue as a volunteer on the Library Board. Vice Mayor Hendrickson will attend to represent Redington Shores.

The next Redington Shores Board of Commissioners Regular Meeting is Wednesday, January 10, 2024 at

6:00 p.m.

The next Workshop Meeting is Wednesday, January 24, 2024 at 6:00 p.m.

6. ADJOURNMENT

There being no further business before the Board, the meeting adjourned at 6:37 p.m.

Respectfully submitted,

Margaret Carey
Town Clerk

Date Approved by Board of Commissioners

ITEM G.1.

ORDINANCE NO. 2024-01

AN ORDINANCE OF THE TOWN OF REDINGTON SHORES, FLORIDA, AMENDING § 140-12 (REGARDING PARKING FINES) OF THE TOWN CODE; MAKING RELATED FINDINGS; PROVIDING FOR CODIFICATION, SEVERABILITY, AND FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 140 of the Redington Shores Town Code addresses the subject of Vehicles and Traffic; and

WHEREAS, § 140-12 of the Code sets forth the fines for parking violations; and

WHEREAS, the Town Commission has considered the recommendation of the Town Administrator that parking fines should be increased to become consistent with other nearby beach communities both to ensure illegal parking is not encouraged in the Town, and to assist the Town's Police Department through making the fines consistent with its own municipality's fine structure; and

WHEREAS, the Commission finds that is in the best interest of the Town, its residents, and property owners, to approve the provisions set forth in this Ordinance.

NOW, THEREFORE BE IT ORDAINED by the Board of Commissioners of the Town of Redington Shores, Florida, that:

Section 1. § 140-12 of the Redington Shores Town Code is hereby amended as follows:

Sec. 140-12. – Fines; metered spaces.

- A. Unless a different fine is provided, violation of any provision of this chapter shall result in a fine of ~~\$5100.00~~ for a first offense and a fine of ~~\$1200.00~~ for a second or subsequent offense within 12 months.
- B. Failure to pay a fine for a violation of this chapter within fifteen days of the date the parking ticket is issued shall result in the fine for a first offense increasing to ~~\$1200.00~~ and the fine for a second or subsequent offense increasing to ~~\$1250.00~~.
- C. Notwithstanding the foregoing, the fine for parking in spaces designated for people who have disabilities in violation of F.S. § 316.1955 shall be \$250.00.
- D. The commission may, by resolution, designate certain parking spaces within the town as metered parking (whether or not a limit on consecutive hours parked is provided for). In the event the commission designates a parking space as metered, the operator of a motor vehicle parking in the metered space must pay the required amount prior to leaving the parked vehicle.

- E. When metering a parking space, the town may use a physical meter which is capable of accepting payment by cash or credit/debit card or, alternatively, the town may make use of an app-based parking management system.

Section 2. Pursuant to Florida Statutes § 166.041(4)(a), prior to the date the public notice of the public hearing for this Ordinance was published, the Town prepared and posted on its website a business impact estimate which included: a) a summary of the Ordinance, a statement of the public purpose to be served by the Ordinance, b) an estimate of the direct economic impact of the Ordinance on private, for-profit businesses in the Town, c) an estimate of direct compliance costs that businesses may reasonably incur due to the Ordinance, d) identification of any new charge or fee on businesses created by the Ordinance or for which businesses will be financially responsible, e) an estimate of the Town's regulatory costs and of revenues from any new charges or fees imposed on businesses to cover such costs, and f) a good faith estimate of the number of businesses likely to be impacted by the Ordinance.

Section 3. For purposes of codification of any existing section of the Redington Shores Code herein amended, words underlined represent additions to original text, words ~~stricken~~ are deletions from the original text, and words neither underlined nor stricken remain unchanged.

Section 4. If any section, subsection, sentence, clause, provision or word of this Ordinance is held unconstitutional or otherwise legally invalid, same shall be severable and the remainder of this Ordinance shall not be affected by such invalidity, such that any remainder of the Ordinance shall withstand any severed provision, as the Board of Commissioners would have adopted the Ordinance and its regulatory scheme even absent the invalid part.

Section 5. The Codifier shall codify the substantive amendments to the Redington Shores Code contained in Section 1 of this Ordinance as provided for therein, and shall not codify the exordial clauses nor any other sections not designated for codification.

Section 6. Pursuant to Florida Statutes § 166.041(4), this Ordinance shall take effect immediately upon adoption.

ADOPTED ON FIRST READING on the 27th day of December, 2023, by the Board of Commissioners of the Town of Redington Shores, Florida.

ADOPTED ON SECOND AND FINAL READING on the 10th day of January, 2024, by the Board of Commissioners of the Town of Redington Shores, Florida.

Attest:

Mayor Commissioner

Margaret Carey, Town Clerk

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the Town's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title / reference:

ORDINANCE NO. 2024-01

AN ORDINANCE OF THE TOWN OF REDINGTON SHORES, FLORIDA, AMENDING § 140-12 (REGARDING PARKING FINES) OF THE TOWN CODE; MAKING RELATED FINDINGS; PROVIDING FOR CODIFICATION, SEVERABILITY, AND FOR AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with Florida Statutes § 166.041(4). If one or more boxes are checked below, this means the Town is of the view that a business impact estimate is not required by state law for the proposed ordinance, but the Town is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the Town hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The Town Commission has considered the recommendation of the Town Administrator that parking fines should be increased to become consistent with other nearby beach communities, both to ensure illegal parking is not encouraged in the Town, and to assist the Town's contracted Police Department through making the fines consistent with its own municipality's fine structure.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the Town, if any:

- a) An estimate of direct compliance costs that businesses may reasonably incur:

Businesses should not incur any compliance costs resulting from this ordinance. The allowable parking areas are not modified with this ordinance, only the fee associated with parking illegally.

- b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible:

All drivers within the Town that park in an unauthorized area will be charged the new fee amount for the parking violation. Previously, the initial fine was \$50.00 for a first offense and \$100.00 for a second or subsequent offense within 12 months. If unpaid within 15 days of issuance, the fine increased to \$100.00 for a first offense and \$150.00 for a second or subsequent offense.

Under the new fee structure implemented with this ordinance, unless a different fine is provided, violation of any provision of this chapter shall result in a fine of \$100.00 for a first offense and a fine of \$200.00 for a second or subsequent offense within 12 months. Failure to pay a fine for a violation of this chapter within fifteen days of the date the parking ticket is issued shall result in the fine for a first offense increasing to \$200.00 and the fine for a second or subsequent offense increasing to \$250.00.

- c) An estimate of the Town's regulatory costs, including estimated revenues from any new charges or fees to cover such costs:

The Town does not anticipate additional regulatory costs resulting from this ordinance. Based on the fact that the cost of the initial parking tickets will be twice the existing fine, and further using the assumption that the same volume of tickets will be paid, the Town can anticipate twice as much revenue as previously received.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:
Businesses should not be impacted as a result of this ordinance. The allowable parking areas are not modified with this ordinance, only the fee associated with parking illegally.
4. Additional information the governing body deems useful (if any):

The Commission finds that is in the best interest of the Town, its residents, and property owners, to approve the provisions set forth in this Ordinance.

ITEM H.1.

Mark David Vasquez CBO, CBCO, CFM

Professional Summary:

34 years in the municipal and construction industry working as a Community Development Department Manager, Manager of Operations-Construction, Building Official, Building Code Administrator

Education:

2017-2020 Ashford University San Diego CA, Operations Management and Analysis

1992-1994 Butte College, Oroville CA., Building inspection technology

1985-1988 Monterey College, Monterey, CA. Business Law Major

Degrees/Licenses:

BA, Operations Management and Analysis,

AS Building Inspection Technology

ICC Certified Building Official, Certified Building Code Official, **Certified CFM**

Florida Building Code Administrator, Florida Building/Electrical Inspector, Florida

Building/Electrical Plans examiner, ICC combination commercial and residential certified inspector, ICC Certified combination plans examiner commercial, residential (legacy Building, **Mechanical, Electrical, Plumbing**), SREF Certified.

Current – City of St Pete Beach 2022

- Building Official– community development services and building code services for the city of St Pete Beach. Maintaining public relations by providing responsive, courteous, and quality service. Provide leadership, direction, and stability to the team by updating antiquated systems by introducing new methods and standards of operating procedures using new technology, and resources that are readily available.
- Conduct inspections and perform plan reviews for BMEP commercial and residential projects. Meet with city officials, developers, contractors and design professionals as requested prior or during the projects.
- Floodplain Administrator responsible for NFIP activities respective to the building codes, including plan review and building inspection. Ensure compliance with all applicable city policies and procedures, and other laws, regulations, codes, and ordinances.
- Other CFM duties include - Respond to weather emergencies and coordinate an appropriate response. Issue and authorize "Stop Work" orders and "Unsafe for Occupation," notices.

City of Treasure Island (Safebuilt) 2020-2022**Building Code Administrator**

- Building Code Administrator – community development services and building code services for the city of Treasure Island. Maintaining public relations by providing responsive, courteous, and quality service. Updating antiquated systems by introducing new methods and standards of operating procedures using new technology, and resources that are readily available, additionally, provide leadership, direction, and stability to the team.
- Conduct inspections and perform plan reviews for BMEP commercial and residential projects. Meet with developers, contractors and design professionals as requested prior or during the projects.
- Plans direct and supervises all activities of the respective building departments, including plan review and building inspection. Ensure compliance with all applicable city policies and procedures, and other laws, regulations, codes, and ordinances.
- CFM duties include - Respond to weather emergencies and coordinate an appropriate response. Issue and authorize “Stop Work” orders and “Unsafe for Occupation,” notices.

PDCS LLC- 2019-2020**Building Code Administrator, City of Brooksville, Crystal River, Weeki Wachee, Sumter County Schools, Citrus County Schools**

- Building Code Administrator – community development services and building code services for several cities and school districts. Maintaining public relations by providing responsive, courteous, and quality service. Updating antiquated systems by introducing new methods and standards of operating procedures using new technology, and resources that are readily available, additionally, provide leadership, direction, and stability to the team.
- Conduct inspections and perform plan reviews for commercial and residential projects. Meet with developers, contractors and design professionals as requested prior or during the projects.

Clark Paterson-Lee, 2018-2019**Building Official, Dunwoody, Chamblee, Doraville, Avondale Estates**

- Perform commercial and residential plan review and inspections. Completing reports, forms, and citations and recording information in the department databases;
- Assisting developers, contractors, and customers with questions, complaints, and concerns regarding compliance and corrective actions; Responding to inquiries from contractors and citizens; Performing miscellaneous duties.
- Lesion between the city manager and community development for new developments in the urban revitalization program.

Bureau Veritas, 2016-2018**Manager of Operations Georgia, Kennesaw, Holy Springs, Social Circle**

- Manages the activities of the western section of the state to ensure that established goals are achieved. Required to oversee the research, design, and dissemination of surveys to local governments.
- Supervises the procurement manager, provides analysis support and presentation of data meets RFP/RFB appropriate format for local governments, state agencies, policymakers, and other interested parties.
- Oversees the research, the design, and dissemination of surveys to local governments. Supervises the collection, analysis, and presentation of data are compiled in an appropriate format for use by local governments, state agencies, policymakers, and other interested parties. Fiscally manages the 3.5 million-dollar business operation of multiple accounts across the state.
- Plans direct and supervises all activities of the respective building departments, including plan review and building inspection. Ensure compliance with all applicable city policies and procedures, and other laws, regulations, codes, and ordinances.
- Manage staff for completion of assigned work products, including, interviewing, disciplining, recommending for training or development, and working with the Vice President to define the roles of the workgroup.
- Issues development-related permits and certificates of occupancy, interprets building codes and regulations, interacts with contractors, design professionals, real estate professionals, and citizens regarding code requirements, and permitting/inspection processes.
- Develops, implements, and modifies as necessary all office policies and procedures of building inspection and permitting, responsible for hiring, reviewing, monitoring, training, and disciplining of assigned staff.

City of Sandy Springs/The Collaborative, 2013-2016**Building Inspection Manager**

- Budget and plan for the fiscal year 5.4 million-dollar budgetary needs. Manage department employees, conduct performance evaluations, interviewing prospective employees, making decisions related to promotions, approving employee training, and administering disciplinary actions.
- Manage the day to day operations of the building department, responsible for procurement of vehicles, office equipment, community development liaison, between city manager and customers. Develop and implement policy and procedures. Interface with city management, city staff, council members, contractor's business owners, and homeowners.
- Represent the community development department at building code conferences, and informational meetings, regularly review the computer database records to maintain an efficient flow of work to the building inspectors.
- Manage the inspections of commercial and residential projects for compliance with building codes, assist the community development director enforcing city ordinances, and State laws. Coordinate, enforce, and provide specialized assistance for inspection of all work authorized by permit on commercial and single-family residences to assure conformity to approved plans and applicable ordinances, codes, laws, and procedures.

Gather pertinent data, evaluate the facts of situations, and attempt to handle complaints and inquiries at first contact.

- Respond to weather emergencies and coordinate an appropriate response. Issue and authorize "Stop Work" orders and "Unsafe for Occupation," notices.
- Conduct pre-application and pre-construction meetings, as necessary, and annual code update seminars with the contractors and the general public.
- Responsible for the Private Engineer Inspector Program (PEIP) and Chapter 17 Special Inspectors List and ensures compliance with Special Inspections before the Certificate of Occupancy (CO) approval.
- Support the City Engineer, City planner, Fire Marshall in the administration of the CO process. Work with the City Attorney and other staff on difficult code compliance and interpretations.

SAFEbuilt Ga. 2012-2013

Community Development - Lead Combination Inspector/Plans Examiner.

- Assigns inspections to inspectors, lead role for complicated commercial projects and inspections. Perform commercial and residential plan review, AIC for building official, assists building official daily functions.
- Follow up field reports, develop and help implement policy and procedures.

Israel/USA Hetmed Trade-Mark II LLC, 2008-2012

- General Partner in property acquisition company with operating capital of 15 million dollars seeking investments in rentals and sales. Investment group specializing in the foreclosure homes and multi-tenant properties in the eastern United States. Onsite inspection and acquisition of valuable assets, cost control, operations, and project management.
- Traveling abroad for months at a time, interfacing with local municipalities, realtors, lawyers, developers, contractors, and property managers.
- Entrepreneur, Investor, construction company,
- Pre-sale and post-sale building inspections for buyers.

City of Portland, Portland OR, 2003-2008

Community Development - Senior Commercial Structural/Mechanical Inspector/Project Manager

- Summary of the primary responsibilities included but were not limited to the following: To oversee eight commercial inspectors and enforce state adopted and local buildings codes as they pertain to new and remodeled construction.
- Manage the requested inspections daily within the allotted time frame of a typical business day, responsible for the multi-billion-dollar projects located in the downtown district.
- Additional duties included: project management of high profile and complicated buildings such as high-rise, hospitals, museums, theaters, and historic buildings.
- Hold meeting with the contractors to provide instruction on the current codes for high wind, seismic, and tornados.
- A first responder to weather or seismic emergencies, assist FEMA in the coordination of the emergency response.

City of Gresham, OR. 1998-2003**Community Development - Commercial Project Manager**

- Unique fast track processes appointed by the Mayor to liaison between all the city departments and serve as a single point of contact for the applicant.
- Responsible for ensuring the applicant's submittal keep on track from all the reviewing departments and for liaising between them and the applicant.
- Additionally, to perform the structural, fire, life, safety, and mechanical plan reviews. As senior A-level inspector responsibilities include performing commercial fire, life, safety inspections, and the mechanical, plumbing, and electrical (as required by the state to have a minimum five years hands-on experience) or assigning the daily inspections to the appropriate individual inspectors.
- Project manager for billion and multi-million-dollar projects that were assigned: Other duties included: hold a meeting with the contractors to provide instruction on the current codes for high wind, seismic, and tornados.
- A first responder to weather or seismic emergencies, assist FEMA in the coordination of the emergency response.

City of Glendale, Glendale Az. 1995-1997**Community Development - Residential/Commercial Plans Examiner**

- Job duties include but were not limited to perform light structural and MEP plan reviews at the building department counter for the "over the counter" plan review service. Plan review for light tenant improvements and residential additions.
- Other duties included active participant in the development of streamlining the process for the counter reviews, utilizing the personnel and resources available to help with this process.

County of Kauai, Kauai HI 1992-1994 Commercial/Residential Plans Examiner/Inspector (FEMA Disaster Inspector)

- Assisted in establishing a new building department set up by FEMA after hurricane Iniki. Handle a high-stress work environment working in an emergency response situation. (I was a first responder to Hurricane Andrew with FEMA within this period)
- Job duties included performing plan reviews damaged by the hurricane consisting of mechanical, plumbing, electrical and structural components followed up with one on one session with the applicant on code requirements for high wind areas.
- To conduct MEP inspections with contractors regarding the effects of wind-driven rain and other water intrusion issues.
- Responsibilities lead role, to establish SOP's and operating policy, procedures, and make general recommendations as to the applicability of the codes and how they are enforced in a disaster area.

Vasquez and Vasquez Construction 2002-2008 (Lic.#151290 inactive)

- Licensed general contractor in Oregon residential and commercial construction.
- Project management included, plumbing, mechanical, electrical, and building phases.
- Projects included single and multi-family residences, three stories or less.

Services Rendered General Construction 1987-1999 (Lic. #510698 inactive)

- Licensed general contractor in California, hands on experience in all phases of residential and commercial construction.
- Including electrical mechanical and plumbing installation and building framing practices.
- From the foundation to the finish of a home or structure.

- **Skills:**

- Effective communicator, strong negotiator, project manager, organized, MS excel, word, marketing research, InerGov, iWork, Bluebeam software. **US citizen**

- **Languages:**

- English, Spanish (Ladino) and Hebrew
- Affiliation's; member for ICC, BOAF, Metro Atlanta Building Inspectors, NFPA, ASFPM, PCCLB Board Member

ITEM H.3.

P & Z Members for Reappointment

1. District 3: Richard Caby

P & Z Committee District(s) Representative Needed:

1. District 1 (Open)
2. District 2 (Open)
3. At Large – Chair (Open)
4. At Large – Alternate (Open)

ITEM H.4.

PAR Committee Members for Reappointment

1. District 3: Bonnie Utz
2. District 4: Emily Schrader
3. At Large: Cathy Sypniewski

PAR Committee District(s) Representative Needed:

1. District 1 (Open)
2. District 2 (Open)
3. District 4 - Alternate (Open)

ITEM H.6.

Town Clerk

From: Town Administrator
Sent: Wednesday, January 3, 2024 10:59 AM
To: Deputy Clerk
Cc: Town Clerk
Subject: Re: Gulf Beaches Library Agenda Item

Awesome, Jolie, and thanks!
Mike

Sent from my iPhone

On Jan 3, 2024, at 10:56 AM, Deputy Clerk <depclerk@redshoresfl.com> wrote:

Hi all,
I spoke with Stanley Silverstein, Acting Director of Gulf Beaches Library, about who our town representative could be with our recent resignations. He indicated that there is no requirement in the Gulf Beaches Library Bylaws that an acting elected official must be the representative. He stated that there were several residents from the beach communities that acted as town representatives on the board. After hearing this information, I checked in our town charter and could not find anything that stated a Commissioner must serve as the library representative. Attached, please find the most recent bylaws.
Thanks!

Jolie Patterson
Deputy Town Clerk/ Assistant to the Town Administrator
Town of Redington Shores
17425 Gulf Blvd.
Redington Shores, FL 33708
Ph. 727-397-5538
Fax. 727-392-9470
www.townofredingtonshores.com

Please Note: Florida has a very broad public records law. Most written communications to or from the Town of Redington Shores officials are public records available to the public and media upon request. Your e-mail address and communications may therefore be subject to public disclosure.

<LIB Bylaws FINAL- Revised January 24 2022.pdf>

GULF BEACHES PUBLIC LIBRARY, INC.
(a non-profit corporation)

BYLAWS

ARTICLE I: OFFICES

The principal office of the corporation shall be located at 200 Municipal Drive, Madeira Beach, County of Pinellas, Florida.

The corporation shall have and continuously maintain in the State of Florida a registered office and agent whose office is identical with such registered office. The registered office may, but need not be, identical with the principal office in the State of Florida, and the address of the registered office may be changed from time to time by the Board of Trustees.

The general purpose and intent of this Corporation is to:

- Establish and operate the Library in order to improve library services to residents of the five municipalities and beyond
- Do all things toward enhancing the quality and performance of the Library
- Make the library services envisioned available to the public in the most fair and administratively successful means possible
- Undertake, assist, create and provide direction in the acquisition of funds that are available

In addition to the foregoing and not intended to be limited thereby to do any and all things provided for and consistent with Chapter 617 of the Florida Statutes relating to not-for-profit corporations and Chapter 257 relating to public libraries and state archives.

ARTICLE II: TRUSTEES

SECTION 1: CLASSES OF TRUSTEES: The Corporation shall have two (2) classes of Trustees. The designation of each such class and the qualifications and rights of the Trustees of each class shall be as follows:

- A. Voting Trustees shall be one (1) Trustee from each of the municipalities of Redington Shores, North Redington Beach, Redington Beach, Madeira Beach and Treasure Island. Each municipality shall appoint an Alternate Trustee, who can vote only if the Voting Trustee is absent.
- B. The Library Director shall be a non-voting, ex-officio member of the Board of Trustees.

SECTION 2: VOTING RIGHTS: Each Trustee shall have one (1) vote on each matter submitted to a vote of the Trustees. Ex-officio Trustee shall not be entitled to vote, however, shall have a voice in matters pertaining to the operation of the Library.

SECTION 3: APPOINTMENT OF TRUSTEES: The contributing municipalities will determine how any of its Trustees shall be appointed, and shall appoint the Voting Trustees and Alternate Trustees.

SECTION 4: TERMINATION OF MEMBERSHIP: The Board of Trustees, by an affirmative vote of two-thirds of all of the members of the Board, may suspend or expel a member For Cause after an appropriate hearing, after ten (10) day's notice to the sponsoring municipality.

SECTION 5: RESIGNATION: Any Voting or Alternate Trustee may resign by filing: (a) a written resignation with the Mayor of the municipality represented; and (b) a letter to the Chairperson of the Board of Trustees. If a Voting Trustee resigns, the Alternate Trustee will then fill the vacancy. Municipalities have the opportunity and obligation to fill any Board vacancies.

SECTION 6: TRANSFER OF MEMBERSHIP: Membership in this corporation is not transferable or assignable.

ARTICLE III: BOARD OF TRUSTEES

SECTION 1: GENERAL POWERS: The affairs of the corporation shall be managed by its Board of Trustees. Trustees must be residents of the municipalities that appointed them.

SECTION 2: DUTIES:

- A. The Board of Trustees, at a duly organized meeting, shall establish such policies for the corporation as necessary to make its purpose, approve and review the annual budget of the corporation and any other business necessary to the corporation. The duties shall include, but not be limited to: establishing administrative policy, adopting the Bylaws, overseeing the affairs of the Library, investing Library funds, employing and directing a Director, conducting public meetings and establishing the operating budget and overseeing its execution, including approving expenditures for Library operations.
- B. A Trustee has a fiduciary responsibility to the stakeholders (residents of the communities of Redington Shores, North Redington Beach, Redington Beach, Madeira Beach and Treasure Island) to:
 - Make decisions for the corporation (duty of care)
 - Act in the best interest of the corporation (duty of loyalty)
 - Act in accordance with the corporation's mission statement (duty of obedience)
 - Stand aside when there is a conflict of interest (recusal)

SECTION 3: NUMBER, TENURE AND QUALIFICATIONS: The number of Trustees shall consist of the five (5) voting Trustees, appointed by the contributing municipality. The term of each Trustee is to be determined by each contributing municipality.

ARTICLE IV: MEETINGS OF THE BOARD OF TRUSTEES

SECTION 1: ANNUAL MEETING: An annual meeting of the Board of Trustees shall be held at the offices of the corporation in October of each year, for the transaction of all such business as may come before the meeting.

SECTION 2: REGULAR MEETINGS: A regular meeting of the Board of Trustees shall be

held at a time and place to be determined by the Trustees. The Board of Trustees may provide by resolution the time and place.

SECTION 3: SPECIAL MEETINGS: Special meetings of the Trustees may be called by the Chairperson of the Board, or in his/her absence, by the Vice Chairperson, or by not less than a quorum of the voting Trustees. Such notice shall be given at least two (2) days in advance by telephone, mail or email. The attendance of a Trustee at any meeting shall constitute a waiver of notice of such meeting except where a Trustee attends a meeting for the express purpose of objecting to the transaction of any business because the meeting was not lawfully called or convened. The purpose for which the meeting was called shall be stated in the notice.

SECTION 4: NOTICE OF MEETINGS: Written or printed notice stating the place, agenda topics, date and hour of all Board of Trustee meetings shall be mailed or emailed to each Trustee not less than three (3) days before the date of each meeting. Public notices of all meetings shall be posted on the Library website and bulletin board.

SECTION 5: QUORUM: A majority of the voting Trustees shall constitute a quorum at any meeting of the Trustees for the transaction of business of any meeting of the Board; but if less than a majority of the Trustees are present at the said meeting, the Trustees must adjourn the meeting without further notice.

SECTION 6: VOTING: The voting Trustees may vote only in person and no voting Trustee shall be entitled to vote by proxy, mail, or teleconference.

SECTION 7: PARLIAMENTARY PROCEDURE: On questions of parliamentary procedure not covered by these Bylaws, "Roberts Rules of Order" shall prevail.

SECTION 8: CHAIRPERSON: The chief presiding officer of the Board of Trustees shall be a Chairperson who shall be elected by the Board of Trustees from its own number by a majority vote for a term of one (1) year beginning with the first annual meeting of the corporation. The Chairperson shall preside at meetings of the Board of Trustees and shall be a voting member of all committees.

SECTION 9: COMPENSATION: Trustees shall not receive any compensation or salaries for their services.

ARTICLE V: OFFICERS

SECTION 1: OFFICERS: The officers of the corporation shall be a Chairperson, Vice Chairperson, Secretary and Treasurer.

SECTION 2: ELECTION AND TERM OF OFFICE: The officers of the corporation shall be elected annually by the Board of Trustees at the regular September meeting of the Board and assume office the first day of October. If the election of officers is not held at such meeting, such election shall be held as soon thereafter as convenient. New offices may be created and filled by the Board of Trustees. Each officer shall hold office until his successor shall have been duly elected and shall have qualified.

SECTION 3: REMOVAL: The Board may remove any officer elected or appointed by the Board of Trustees whenever in its judgment the best interests of the corporation would be served.

SECTION 4: VACANCIES: A vacancy in any office because of death, resignation, removal or otherwise, may be filled by the Board of Trustees for the remainder of the term.

SECTION 5: CHAIRPERSON: The Chairperson shall be the principal executive officer of the corporation and shall supervise and control all of the business affairs of the corporation. He/she shall also act as chief presiding officer of the Board of Trustees and shall be elected by them as provided in Article IV, Section 8 and serve for a period of one (1) year. He/she shall preside at all meetings of the Board of Trustees. He/she shall sign, together with the Secretary or any other member of the Executive Committee, any deeds, mortgages, bonds, contracts or other instruments which the Board of Trustees have authorized to be executed, and in general, shall perform all duties incident to the office of Chairperson and such other duties as may be prescribed by the Board of Trustees.

SECTION 6: VICE CHAIRPERSON: The Vice Chairperson shall perform all the functions and duties of the Chairperson in his/her absence.

SECTION 7: TREASURER: The Treasurer shall be responsible for reviewing the financial health of the corporation with the authority to investigate any area he/she deems necessary and report any findings to the Board of Trustees. The Treasurer will monitor and safeguard the financial condition of the Library and its investment accounts. He/she shall also perform such other duties as may be assigned by the Chairperson.

SECTION 8: SECRETARY: The Secretary shall keep the minutes of all meetings of the Board of Trustees and shall see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law. He/she shall see that the Seal of the corporation is affixed to all documents as necessary. He/she shall also keep a register of the address of each member and in general, perform any other duties that may be assigned by the Chairperson or the Board. Each of the officers shall be a voting member of the corporation, elected by the Trustees.

SECTION 9: LIBRARY DIRECTOR: The Library Director and/or his/her designee shall be responsible for making purchases for the Library in accordance with State law and under the direction of the Board of Trustees, and for the daily business management of the corporation. He/she shall also receive and give receipts for monies due and payable to the corporation from any source whatsoever, make deposits and keep all records and accountings of Library receipts and expenditures, in conjunction with the Library's accountant and which shall be available for inspection by the Board of Trustees and the contributing municipalities. Other duties shall be as outlined in the Library Director's Job Description.

SECTION 10: SPECIAL PERSONS: The Board of Trustees shall have the authority to hire any person for specific needs, such as accountant, attorney and others as deemed necessary.

ARTICLE VI: COMMITTEES

SECTION 1: COMMITTEES OF TRUSTEES: The Board of Trustees may designate one or more committees, each of which shall consist of two or more Trustees, to serve under the Board of Trustees for whatever purpose necessary. No committee shall have other than advisory powers.

SECTION 2: NOMINATING COMMITTEE: A nominating committee shall be appointed by the Board of Trustees consisting of three of its own members, and on or before thirty days prior to the September meeting of the Board of Trustees, shall nominate a voting member of the corporation for each of the elective offices to be filled.

SECTION 3: AD HOC COMMITTEES: For the study of special circumstances or issues, an ad hoc committee shall be appointed by the Chairperson with the approval of the Board until a final report is done.

ARTICLE VII: CONTRACTS, FUNDS

SECTION 1: CONTRACTS: The Board of Trustees may authorize any officer of the corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, such authority may be general or confined to specific instances.

SECTION 2: FUNDING OF THE LIBRARY: The funding of the corporation shall be primarily as follows:

- A. Contributions from the municipalities, the county and the state
- B. Memberships
- C. Conference room rentals
- D. Fund raising drives
- E. Donations from private sources
- F. Revenue from public copy machine/printer

Contributions for the maintenance and support of the corporation shall be fairly and equitably determined and shall be set forth in written agreement between the contributing municipalities.

ARTICLE VIII: FISCAL YEAR

The fiscal year of the corporation shall begin on the first day of October and end on the last day of September of each year.

ARTICLE IX: SEAL

The Board of Trustees shall provide a corporate seal, which shall be in the form of a circle and shall have inscribed thereon the name of the corporation and the words "Gulf Beaches Public Library Corporate Seal 1969 Florida."

ARTICLE X: WAIVER OF NOTICE

Whenever any notice is required to be given under the provisions of the Non-Profit Corporation Act of the State of Florida or under the provisions of the Articles of Incorporation or the Bylaws of the corporation, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE XI: AMENDMENTS TO BYLAWS

The Board of Trustees shall review these Bylaw every five (5) years. These Bylaws may be altered, amended or repealed and new Bylaws may be adopted by a majority of the Trustees present at any regular meeting or at any special meeting, if at least fifteen (15) days' written notice is given of intention to alter, amend, repeal or adopt new Bylaws at such meeting.

REVISED JANUARY 24, 2022

ITEM H.7.

**INTERLOCAL AGREEMENT BETWEEN
REDINGTON SHORES AND REDINGTON BEACH
FOR BUILDING DEPARTMENT SERVICES**

THIS AGREEMENT is hereby entered into on this 7th day of February, 2024 (the “**Effective Date**”) by and between the Town of Redington Shores, a Florida municipal corporation (hereinafter “Redington Shores”), and the Town of Redington Beach, a Florida municipal corporation (hereinafter “Redington Beach”), collectively referred to as “the Parties.”

WHEREAS, Florida Statutes § 163.01, the Florida Interlocal Cooperation Act of 1969 (the Act), was enacted to permit local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities; and

WHEREAS, the Act provides that a Florida public agency “may exercise jointly with any other public agency of the state, of any other state, or of the United States Government any power, privilege, or authority which such agencies share in common and which each might exercise separately”, and that such joint exercises of power “shall be made by contract in the form of an interlocal agreement”; and

WHEREAS, the Parties are geographically proximate to each other, have similar environmental, infrastructure, and construction priorities, policies and concerns; and

WHEREAS, the Parties, as local government entities, possess the responsibility and authority to provide for building-related regulations and regulatory services to their residents, property owners, and the contractors who serve them; and

WHEREAS, Redington Shores has established an in-house building department and has retained qualified and licensed staff, including a Building Official and a Permit Technician; and

WHEREAS, Redington Beach has historically utilized private-sector contracted services to fulfill the building department function; and

WHEREAS, the Commissions of both Parties have separately considered the benefits associated with cooperatively providing building department services to both Towns through the use of the Redington Shores Building Department; and

WHEREAS, the Redington Shores Commission and Town Administrator have studied the historical workflows and application volumes related to construction activity within Redington Beach and find that the Redington Shores Building Department would have the required capacity to provide effective, efficient service to both Towns; and

WHEREAS, such an arrangement would permit Redington Shores to ensure its staff had consistent full-time workloads which may support the addition of additional Permit Technician or

Inspector resources if needed, while ensuring that Redington Shores taxpayers would not in any way subsidize work performed for Redington Beach; and

WHEREAS, Redington Beach would benefit from such an arrangement by having building department personnel who are more physically available and geographically close to Town residents and their contractors, while not having to increase building permit fees or to otherwise incur any additional costs above those it currently pays for non-full-time contracted services; and

WHEREAS, the Board of Commissioners for each Party finds that the provisions contained within this Agreement are in the best interests of their respective Towns, and further the intent of the Intergovernmental Cooperation Act to foster intergovernmental cooperation to gain efficiencies in operations while enhancing services for citizens.

NOW THEREFORE, the Parties agree as follows:

- 1) Regulatory Authorization. As of the Effective Date, the Redington Shores Building Department is authorized to, and shall serve as, the Building Department of the Town of Redington Beach. The Redington Shores Building Official shall, for all legal and regulatory purposes, also be the Redington Beach Building Official.
- 2) Scope of Services: Redington Shores shall, as of the Implementation Date provide turn-key building department services to Redington Beach, including:
 - Assisting the Redington Beach Town Clerk with ensuring all required or necessary information and forms on the Redington Beach website's building department page is provided and accurate,
 - Receiving and processing all construction-related permit applications, including but not limited to dock and seawall applications,
 - Receiving and accounting for all related application fees, penalties and fines,
 - Rendering interpretations of the Building Code where required by Redington Beach Town Code,
 - Conducting plans review,
 - Coordinating review of applications for major construction projects with the Town Planner to ensure are consistent with Redington Beach's Land Development Code and Comprehensive Plan,
 - Assisting Redington Beach Code Enforcement Officers with code enforcement matters which relate to building code compliance or structural safety (including investigation of unfit/unsafe structures and demolition matters),

- Assisting Redington Beach staff with evaluating and processing applications for special exceptions, variances, and de minimis variances, to include the drafting of staff reports and recommendations to quasi-judicial boards and magistrates,
 - Providing floodplain management services which include the provision of elevation certificates, FEMA rule enforcement regarding demolition permits and associated flood mitigation requirements for re-construction projects, and the provision of related input to Redington Beach related to the Community Rating System program which require building department input.
 - Coordinating with the Redington Beach Town Attorney where legal interpretation of that Town's Code is required, and
 - Testifying at any administrative, quasi-judicial, or judicial proceeding which requires the testimony of the Building Official.
- 3) Commencement of Services: Notwithstanding the Effective Date of the Agreement, to permit for an orderly transition, the Mayor of Redington Beach and the Redington Shores Town Administrator shall confer with each other and the Redington Shores Building Official on a transition plan. The transition plan shall take into account any logistical measures which must be taken to create website or email accounts for customers to access or use, whether applications and other building department forms would require revision to increase consistency and customer ease of use, and how the Building Official will ensure customers/contractors in both jurisdictions are provided excellent, responsive, and equal service. The transition plan shall identify an Implementation Date, which shall be the first day which Redington Beach customers will begin being served by the Redington Shores Building Department.
- 4) Use of Facilities: Given the limited office space at Redington Beach Town Hall, and inasmuch as the Redington Shores Building Department's operations have been set up efficiently at Redington Shores Town Hall, the Parties expect that the majority of office work, including contractor permit submissions and contractor/owner consultations, will occur at Redington Shores Town Hall. However, if the need should arise, the Building Official may coordinate with the Redington Beach Clerk or Mayor to gain temporary use of Redington Beach Town Hall space to interact with a contractor or owner on significant or unique issues. Every effort should be made to make effective use of electronic technology to minimize the need for travel by contractors or owners.
- 5) Records Retention: The Building Official shall coordinate with the Redington Beach Town Clerk to develop a plan to ensure all building department records related to Redington Beach are kept and preserved at such location and in such manner as they are protected. Records shall be retained in accordance with the Florida Public Records Act, and its related records retention schedule. Upon termination of this Agreement, all Redington Beach records in the custody or control of the Redington Shores Building Official or building department shall be returned to the Redington Beach Town Clerk.

- 6) Regulatory Authority and Personnel Supervision: When providing service to Redington Beach, the Building Official and any subordinate Inspectors or Plans Examiners shall independently exercise their authority, as may be set forth in the Florida Building Code, and the Redington Beach Town Code. Such officials shall not take any order or instruction from any Redington Beach official regarding the exercise of statutory or code-based regulatory decisions. In the event any Redington Beach official determines that the performance of the Redington Shores building department or any official therein (be it regulatory, customer service-related, or otherwise) should be addressed, that official is entitled to raise the matter with the Redington Shores Town Administrator, who would provide managerial direction as necessary. Redington Shores building department employees shall, at all times, be and remain employees of Redington Shores.
- 7) Compliance with Laws: Redington Shores shall ensure that its Building Official and any other building department employees who are subject to state or county licensure have and maintain all required licenses to perform their work for Redington Beach.
- 8) Compensation: In consideration of Redington Shores' provision of the services set forth herein, Redington Shores shall retain all fees, fines and penalties collected in conjunction with such services. Redington Shores shall ensure its fees, fines and penalties collected for Redington Beach owners or their contractors are based on such fee schedules as the Redington Beach Commission may adopt, unless such fees or fines are otherwise prescribed by law.
- 9) Term and Termination: Notwithstanding the actual date(s) of approval by the governing boards of the Parties, this Agreement shall begin on the Effective Date, and shall continue in effect until terminated by either Party. This Agreement may be terminated by either Party for any or no reason upon the terminating Party's providing the non-terminating Party 90-days written notice, which notice period is designed to allow for an orderly transition away from the arrangement established by this Agreement.
- 10) Notices: Notices required or provided under this Agreement regarding change, or revisions, amendments, deletions shall be addressed as follows:

If to Redington Shores:

Town of Redington Shores
Attn: Town Administrator
17425 Gulf Blvd
Redington Shores FL 33708

If to Redington Beach:

Town of Redington Beach
Attention: Town Clerk
105 164th Ave
Redington Beach, FL 33708

Either Party may change the name and address for such notices by providing written notice to the other Party.

- 11) Decisional Liability: When the Redington Shores Building Official and Building Department staff are exercising regulatory authority, pursuant to the Florida Building Code and Redington Beach Building Code, those officials, acting in their regulatory capacity, will be deemed to be regulatory agents of the Town of Redington Beach. Therefore, any

administrative, quasi-judicial, or judicial actions which may arise out of the regulatory decisions made by such officials, when working on Redington Beach matters, will be defended and resolved by the Town of Redington Beach.

- 12) Indemnification: The Parties agree to indemnify, defend, and hold harmless each other from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the indemnifying Party's performance of this Agreement, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, and only to the extent caused by the negligent acts or omissions of the indemnifying Party's employees or agents. Such indemnification shall not be interpreted as either Party waiving its right to assert the limited waiver of sovereign immunity, and any related procedural or substantive rights the Party may have, as set forth in Florida Statutes § 768.28.
- 13) In the event that any part of this Agreement is determined to be unlawful or unenforceable by a court of competent jurisdiction, said determination shall not invalidate the remaining parts of this Agreement.
- 14) No waiver of a breach of any provision of this Agreement shall be construed to be a waiver of any breach of any other provision. No delay in acting with regard to any breach of any provision of this Agreement shall be construed to be a waiver of such breach. Every right and remedy of each Party shall be cumulative and either Party, in its sole discretion, may exercise any and all rights or remedies stated in this Agreement or otherwise available at law or in equity.
- 15) This Agreement contains the entire understanding of the Parties and supersedes all prior understandings or agreements, whether oral or written, implied or explicit, between the Parties relating to the subject matter herein.
- 16) This Agreement shall be governed by Florida law. In the event any litigation is instituted between the Parties to construe or enforce this Agreement, the Parties shall bear their own costs and attorney fees.
- 17) This Agreement is solely for the benefit of the Parties hereto, and no right, privilege, or cause of action shall by reason hereof accrue upon, to, or for the benefit of any third party. Nothing in this Agreement is intended or shall be construed to confer upon or give any person, corporation, partnership, trust, private entity, agency, or other governmental entity any right, privilege, remedy, or claim under or by reason of this Agreement or any provisions or conditions hereof.
- 18) Should any section, sentence or clause of this Agreement be deemed unlawful by a Court of competent jurisdiction, no other provision hereof shall be affected and all other provisions of this Agreement shall continue in full force and effect to the extent permitted by law.
- 19) This Agreement may be modified, amended or extended only by written amendment executed by authorized representatives of both Parties.

20) Pursuant to Florida Statutes § 163.01(11), Florida Statutes, this Agreement shall be effective upon the filing of a fully executed copy of the Agreement with the Clerk of the Circuit Court of Pinellas County, Florida. The Parties agree that the Town of Redington Beach shall file the Agreement, and shall provide a copy of the recorded Agreement to the Redington Shores Town Clerk.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed.

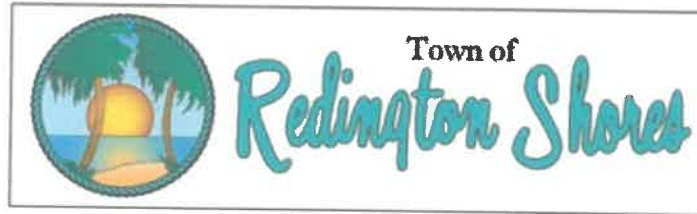
TOWN OF REDINGTON SHORES

TOWN OF REDINGTON BEACH

By: _____
Michael McGlothlin
Town Administrator

By: _____
David Will
Mayor

ITEM J.7.



**TOWN ADMINISTRATORS REPORT
(12/08/2023 – 01/04/2024)**

To: Mayor and Commissioners

Please find below, in bullet statement format, the activities that I have been focusing on during the above referenced reporting period.

- Attended Parkmobile virtual orientation meeting, on 12/11/2023, with Clerk Carey, Deputy Clerk Patterson and Parkmobile representative Brian Young. Also worked on providing necessary contractual information to Parkmobile staff for the transition of Town metered parking services.
- Attended Parking Citation follow up virtual meeting, on 12/12/2023, with Deputy Clerk Patterson and Pinellas County Clerk of Court representatives. This meeting was conducted to transfer the processing of parking citations issued within the town of Redington Shores to the Office of the County Clerk.
- Continued efforts for the securing of easements necessary for the Pinellas County Sand Dune Restoration Project. This project was discontinued for the Redington Shores community due to the lack of received easement from qualifying property owners. The Board of Commissioners was notified upon receipt of information from Pinellas County representatives.
- Conducted weekly check-in meetings with Town Clerk Carey as she assumes her new role for the community. Clerk Carey has quickly become an integral part of our team and has begun implementing several organizational and process improvements.
- Participated in a meeting with Commissioner Herig and Parks and Recreation Committee members Loretta Fricks and Marie Palena, on 12/21/2023, regarding Nature Park beautification project.
- Conducted interview for Building Official position, on 12/21/2023, with Permit Technician Yvonne Williams and candidate Mark Vasquez. This resulted in Mr. Vasquez being made a conditional offer for the Building Official position, which he accepted.
- Attended planning meeting with Forward Pinellas and local governmental representatives on 01/02/2024, in order to become more familiar with local and county goals/processes.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael S. McGlothlin".

Michael S. McGlothlin
Town Administrator

ITEM J.8.

December 3, 2024

Public Works Department Monthly Report

Routine daily activities conducted by the Public Works Dept.:

- Daily check of 4 the town lift stations to ensure proper function.
- Daily check and removal of trash and debris from town beach area.
- Daily emptying of dog waste cans within the community.
- Ensuring bus stop trash receptacles are emptied.
- Ensuring 4 Flow Bird parking meters are operational.
- Checking and ensuring all town storm drains are clear of debris.
- Assisting town hall staff with routine duties and citizen requests for service.
- Completed repair(s) to radar speed signs at two locations within the Town.

Activities for December, not including normal daily activities:

- Tree lighting set up / clean up.



- Storm clean up.
 - Post storm trash can recovery/ replacement



- Debris clean up.
- Beach access clearing



- Stairs to replace lost sand for natural step.



- Repair of numerous areas on multiple beach accesses.





- Manhole repair/ street repair 180th



- Trees and bushes trimmed around kayak launch at Nature Park kayak launch.