



**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
WORKSHOP MEETING
WEDNESDAY, MARCH 27, 2024 - 6:00 P.M.
AGENDA**

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPEARANCES AND PRESENTATIONS

1. Undergrounding Project Update – West Side of Gulf Blvd.

E. OLD BUSINESS

1. Repetitive Loss Mitigation Program Update

F. NEW BUSINESS

1. Light Pollution Discussion
2. Policy for Health Insurance Reimbursement
3. Summer Interns
4. Redington Shores Merchandise for Sale
5. Blood Drive

G. MISCELLANEOUS

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

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

H. 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.

No attachment

ITEM E.1.



Date: March 27, 2024
To: Board of Commissioners
From: Mike McGlothlin, Town Administrator
Re: Repetitive Loss Mitigation Grant Programs - UPDATE

Deputy Clerk Patterson researched the HMGP and FMA grant programs to determine the feasibility of the Town's participation. Please see the update report attached.

FMA – Flood Mitigation Assistance

Description: pass-through program available to residents for structural improvements to their homes

Deadline: Application window is CLOSED as of 8-31-2023

Staff Recommendation: revisit when application window opens next

HMGP – Hazard Mitigation Grant Program

Description: Approved LMS (Local Mitigation Strategy) projects which serve to reduce losses

Deadline: 4-30-2024

Information: Jolie submitted the Intent to Apply on 3-21-2024

Staff Recommendation: move forward – details attached.

Hazard Mitigation Grant Program (HMGP) Update

On Monday, March 18, 2024, Jolie sat in on a virtual HMGP training session. In this training, they explained the process, requirements, and eligible activities that would be considered for this grant. One requirement for this program is that the activity must be approved by the Pinellas County LMS Plan (Land Mitigation Strategies Plan). Additional requirements are that we have adopted the County LMS Plan, and we must participate in NFIP National Flood Insurance Program.

On Tuesday, March 19, 2024, Jolie submitted a request for Technical Assistance to request assistance from a FDEM (Florida Division of Emergency Management) staff member to consult the town on our specific needs. This staff member would assist Jolie as she completes necessary paperwork, submits quarterly reports, audits projects, develops appropriate Scopes of Work, and communicates with the project manager.

Upon reviewing the County approved LMS projects, Mike and Jolie decided to move forward with two projects:

1. Lift Station Portable Emergency Generators- Purchase 4 trailer mounted 90k W/3 phase portable generators. These generators would be used to maintain operation of sewer lift stations during power outages. Estimated cost of project: \$150,000
2. Stormwater Infrastructure Improvements- In conjunction with developing a SLR and a Stormwater Master Plan for the town's entire stormwater system, upgrade 43 of the town's 216 stormwater outfalls that have been identified as those in most critical need of improvement. Estimated cost of project: \$425,000.

On Thursday, March 21, 2024, Jolie submitted an intent to apply form and a program scoring sheet to Pinellas County for the two projects referenced above. These forms described costs, risk reduction benefits, and suitability for each project that we are applying for. This is for an internal process required by the county.

With the HMGP, there is typically a 75% federal cost share, leaving 25% of the project for the state/ local government to fund. The town would initially cover the cost of the project and receive federal reimbursement once the work has been completed. There is a 48-month closeout requirement for the HMGP.

The deadline to apply for this program is April 30th, 2024.

Staff Recommendation: Move forward with pursuing both projects and consult with the Technical Assistant to determine if both/ either project would be eligible to apply for.

ITEM F.1.



Date: March 27, 2024
To: Board of Commissioners
From: Mike McGlothlin, Town Administrator
Re: Light Pollution Discussion

At the request of Commissioner Hoyt, this item has been placed on the agenda. In previous assignments, I have spear-headed similar projects and can share the experiences and approaches that I have used to address this issue.

ITEM F.2.



Date: March 27, 2024
To: Board of Commissioners
From: Margaret Carey, Town Clerk
Re: Policy for Health Insurance Cost Reimbursement

In the past, Commissioners could opt out of the town-offered health insurance and instead be reimbursed monthly for the cost of their own plan. According to our Accountant, this was offered for Commissioners who were on Social Security and had supplemental policies that were much lower than the cost of participating in the Town's insurance.

I submitted a request to the Accountant for such an arrangement for a current Commissioner. She has asked me to provide the written policy that authorizes her to process the request. I have looked and do not believe such a policy exists.

Discussion:

- Does the Board wish to establish a reimbursement policy?
- Employee group applicability discussion.
- Any other considerations?

ITEM F.3.



Date: March 27, 2024
To: Board of Commissioners
From: Margaret Carey, Town Clerk
Re: Summer Interns

The Personnel Policy allows for internship opportunities at the Town. The Town Administrator and Town Clerk have internship opportunities within their departments. We seek Board approval and guidance to move ahead with internship recruitment.

Potential projects include:

- Records scanning and organizing
- HMGP / Flood Mitigation grant project research

Internship Policy Notes:

- Recruitment is conducted through regular procedures.
- Interns are temporary employees and appointments shall not exceed 12 months.
- Interns are paid at the minimum pay rate of assigned pay grades. The hourly wage will be determined at a later date and set by the Town Administrator.



Town of
Redington Shores

Town of Redington Shores

Personnel Policy Manual

Adopted March 8th 2023

14. Interns.

- a. The Town may from time to time provide internship opportunities for students to experience work in Town government that is relevant to their educational goals and objectives or personal career interests, and to non-students seeking to experience working in a Town position.
- b. Recruitment of interns shall be conducted through the Town's regular recruiting procedures, outlined in this section, unless otherwise approved by the Administrator.

- c. Interns shall not be recruited to fill regularly authorized position vacancies or displace regular employees. Interns are considered temporary employees and are not eligible for benefits provided regular employees. Intern appointments shall not exceed 12 months.
 - d. For a student to be eligible for employment as an intern, an individual must be a student in good standing, enrolled in or on school-approved break from an accredited secondary or post-secondary school, junior college, college or university, or a vocational-technical school.
 - e. Student Interns are required to notify the employing Town department of any change in their academic or disciplinary standing at the institution.
 - f. Interns will be paid at the minimum pay rate of assigned pay grades. A departure from the minimum pay rate may be approved by the Administrator.
 - g. Persons who may be students but who wish to volunteer with the Town outside of any academic program must complete a Volunteer Service Agreement as provided by the Town Attorney.
 - h. Students who are present in the workplace and who are not performing any services for the Town, nor participating in any related academic program, are considered to be "job shadowing" and are not considered to be volunteers, or employees, of the Town. Any persons who are "job shadowing" must be approved by the Administrator in advance, must not perform any work for the Town, and must be under the supervision of an employee-mentor.
 - i. Students who are present in the workplace and who may perform work for the Town but who are not compensated shall meet the requirements of the federal Department of Labor concerning the acceptance of work by student interns. Interns who are not students must be compensated at least the prevailing minimum wage for work performed for the Town.
 - j. The Administrator is responsible for the development, coordination and promotion of intern recruitment activities and is responsible for ensuring that all interested persons have an equal opportunity to apply and be considered for internship opportunities.
 - k. Notwithstanding the foregoing, the Town may, from time to time, enter into agreements with educational institutions whereby student interns will be identified, assigned and compensated pursuant to the terms of such agreements.
15. Where staffing needs dictate, a Town employee may be allowed to be employed in more than one position, at different pay rates. Such secondary employment must meet the following criteria:

- a. Only temporary OPS, part-time positions, which are considered to be occasional or sporadic (in accordance with 29 C.F.R., Section 553.30), will be eligible.
- b. The employee's decision to work in a different capacity must be made freely and without coercion, implicit or explicit, by the employer.
- c. The rate of pay for secondary employment positions, including the overtime rate, shall be calculated pursuant to FLSA regulations regarding secondary employment.
- d. The joint position must be in a different capacity, i. e., it must not fall within the same general occupational category as the employee's primary government employment.

ITEM F.4.







Date: March 27, 2024
To: Board of Commissioners
From: Margaret Carey, Town Clerk
Re: Redington Shores Merchandise for Sale

Currently, we offer t-shirts for sale at Town Hall for \$15 each. They are quite popular and we frequently have requests for other items. Visitors comment that they are unable to find merchandise anywhere with "Redington Shores" on it. Staff have researched other potential merchandise offerings. The example items are attached.

Discussion:

- Do Commissioners have thoughts about the sale of merchandise?
- Suggestions for merchandise offerings?
- Thoughts about example items?

MERCHANDISE EXAMPLES



Item #146830

Hampton Soft Touch Bottle - 25 oz.





Custom bottles with a smooth rubberized finish! [Read More...](#)

Original price: \$4.99 to \$7.79
Now on sale: \$4.75 to \$7.15 - Sale ends 4/20






(4.7) ★★★★★ [33 ratings](#)

Select a Color:

5 option(s) to choose from!



Red Navy **Lime Green** Gray



Item #106542





Therm-O Tote Insulated Grocery Bag

Your logo is hot on this thermal tote bag! [Read More...](#)

(4.9) ★★★★★ [531 ratings](#)

Select a Color:

11 option(s) to choose from! [Jump to main color](#)



Red Brite Pink Grape Royal Blue

Sportsman - Pigment-Dyed Cap - SP500

[Sustainable Style](#)

Call for pricing






Sizes: Adjustable

Color: Seafoam

White	Aqua	Black	Brown	Cardinal	Forest	Maroon	Mustard	Navy	Olive	Pewter	Pink	Red	Royal Blue	Seafoam	Stone	Teal	Texas Orange	Wine
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Register [here](#) to access inventory, pricing, and free marketing tools and resources.

[Log in Here To Order](#)



Description Specs

Item #: 49995

- 100% cotton twill
- Unstructured, six-panel, low-profile
- Pre-curved visor
- Tri-glide buckle closure

This product meets the following Sustainable Style subcategories:
Sustainable Manufacturing
Socially Conscious Manufacturing

All hand-crafted with a special dye and washing process which results in unique variations of color from one hat to the next. Special consideration must also be taken when printing white ink on pigment-dyed cotton

ITEM F.5.



Date: March 27, 2024
To: Board of Commissioners
From: Mike McGlothlin, Town Administrator
Re: Town-Sponsored Blood Drive

I received an invitation from OneBlood to host a community blood drive at Town Hall.

Notes:

- Pinellas County uses OneBlood to sponsor regularly scheduled employee blood drives
- OneBlood brings their mobile unit to us – the Big Red Bus will park in our parking lot
- The event can be scheduled any day from June to August

From: Gwendlyne Guido <Gwendlyne.Guido@oneblood.org>
Sent: Friday, March 15, 2024 12:28 PM
To: Town Administrator <townadmin@redshoresfl.com>
Subject: First Responders Blood Drive x Town of Redington Shores

Hi Mike,

My name is Gwen Guido and I am a account representative with OneBlood! I spoke with the previous town administrator last year about potentially hosting a blood drive, and though nothing ever came to fruition I wanted to reach out and see if this is something you may be interested in this year! From June through August OneBlood is hosting First Responder Blood Drives to honor and involve the first responders of our communities! You impact our local area daily and this is our way of highlighting you while supplying much needed blood to local hospitals. All successful donors will receive a OneBlood First Responder Donor T-shirt, a \$20EGift Card, and a wellness checkup (iron, blood pressure, etc.) while saving three lives 🚑 .


To host we only need 3 things- (1) a Donor Chair, or an individual who can serve as a point of contact/advocate, (2) blocked off parking space (at least six or seven spaces, our buses are about 40 feet long!), and (3) restroom access for our staff. We ask that our Donor Chair help spread the word and encourage sign-ups for the drive as well, though we do provide all the marketing materials.

Each blood donor will impact up to three individuals in our local community, and their donations will likely be used in just a few days. Someone needs a transfusion every two seconds- think about how many have been needed since you started reading this email! It is such an important cause, and we are so thankful to be able to work with our first responders and local municipalities to support our communities.

We host drives Monday- Sunday 8:00AM-7:00PM so please let me know what you think will be most convenient/ successful! We recommend donors avoid strenuous physical activity for 24 hours following their donation and eat hearty meals 1-2 hours before they donate. In terms of exclusivity, it is up to you and your team as to whether you'd like it open to the public or just for your team. We can work with either, and are always happy to tag along to any community events you are putting on!

I would love to discuss this more with you and answer any questions you may have. Feel free to respond to this email at your convenience, or call/text me at my cell: 631-560-2204 .

Best,

Gwendlyne Guido 
Account Representative
Pinellas County



10100 Martin Luther King Jr. Street North
St. Petersburg, FL 33716
Cell: (631) 560-2204 – Okay to text
gwendlyne.guido@oneblood.org
www.oneblood.org