

**WORKSHOP MEETING
BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
WEDNESDAY, MAY 31, 2023 – 6:00 P.M.
MINUTES**

CALL TO ORDER: 6:00 P.M. Pledge of Allegiance

Attendance: Mayor Commissioner Henderson, Vice Mayor Commissioner Hendrickson, Commissioner Herig, Commissioner Licata, Administrator Shoobridge.

Virtual: Attorney Eschenfelder.

Absent: Commissioner Blackburn.

Quorum present.

APPEARANCES AND PRESENTATIONS

None

AGENDA REVISION- Administrator Shoobridge asked the Commission to move New Business Item 1 and Old Business Item 4 to the top of the agenda. Commission agreed.

OLD BUSINESS

1. **Building Department/ Interpretation of Dock Code 63.12:** Item was moved to the top of the agenda and discussed second. Town Building Official, Vincent LaPorta, spoke on the dock permitting process. Commissioner Herig spoke. Commission discussed. Commissioner Herig stated that she wanted to update the code to reflect North Redington Beach's and Redington Beach's dock code. Commission discussed.

Action Item: Attorney to strike "Building Commissioner" from the town dock code and change it to "Building Official". Attorney to write an ordinance to repeal our code and write a new code that reflects the language used in Redington Beach's codes and North Redington Beach's language that adds periodic inspection of seawalls, retaining walls, docks and tie poles; remedying unsafe conditions and corner lot guidance. Ordinance is to be discussed at the next Workshop Meeting.

Person Responsible: Attorney Eschenfelder.

2. **Town Security Policy:** Administrator Shoobridge spoke to the item and requested that it be tabled. Commission discussed and agreed that the Town Hall security policy should not be for public debate. The Commission agreed that no Commissioner should have keys to the Town Hall.

Action Item: Town Administrator is to write a security policy/ manual.

Person Responsible: Administrator Shoobridge.

3. **Town Facilities Rental Policy:** Administrator Shoobridge introduced the item. Commission discussed. Commissioner Herig asked if Administrator Shoobridge could check with surrounding towns for their meeting hall rental policies. The Commission decided to only allow town residents to rent Constitution Park.

Action Item: Town Administrator to look at surrounding town's back room rental policies. Town Clerks are to update our rental policy form to reflect changes.

Person Responsible: Administrator Shoobridge and Clerk's Office.

4. **Town Website Postings:** Administrator Shoobridge introduced the item. Commission discussed. Commissioner Herig spoke on the item.

Action Item: Commission agreed that until further notice, all postings will go through the clerk's office.

Person Responsible: Town Clerks

5. **Discussion of Paragliders:** Commissioner Licata spoke on the item and stated that his constituents have encouraged a ban on paragliders in Redington Shores, so he is in opposition of allowing them to continue flying in the town. Commissioner Herig spoke in support of a partial ban during bird nesting season. Commissioner Hendrickson spoke about her concerns with the paragliders. Commission discussed.

Action Item: Attorney to draft an ordinance to ban paragliders in Redington Shores and discuss at the next Workshop Meeting.

Person Responsible: Attorney Eschenfelder.

6. Town Volunteer Program and Applications: Commission discussed. Commissioner Hendrickson expressed the need for a specific staff member to be designated as "Volunteer Coordinator." The Commission reviewed the Attorney's draft volunteer application forms.

Action Items: Add "Volunteer Preferences" and "Volunteer Experience" above the Education and Military Service sections of the application. Create a separate screening packet for certain volunteer opportunities. In the volunteer application for extended screening, include a screening question/ explanatory paragraph for felonies or misdemeanors, Social Security Number question, discretionary and qualifiers section, and make both standard and extended applications available online.

The attorney was directed to draft a resolution to merge the Parks & Recreation Committee and the Beautification Committee to be discussed at the Regular Commission Meeting on 6-14-2023.

Administrator Shoobridge to schedule a meeting with Commissioner Herig and Town Maintenance Staff to discuss invasive plants.

Person Responsible: Attorney Eschenfelder, Clerk's office, Administrator Shoobridge.

NEW BUSINESS

1. Duke Energy Undergrounding: Item was moved to the top of the agenda and discussed first. Mark Porter, utility consultants of Florida, spoke on the undergrounding process and updated the commission on the status of the project. Commissioner Herig spoke. Mayor Commissioner Henderson spoke. Commission discussed. Commissioner Herig asked Mr. Porter a question regarding town easements. Commission discussed. Mr. Porter stated that he will be available for questions.
2. Discussion of Administrator's Job Description: The Commission agreed on not making any drastic modifications to the Administrator's job description while they are in search for a new candidate. The Commission agreed to make a small update for the spending cap description.

Action Item: Update the description for the spending cap section of the Administrator's job description in accordance with the town procurement policy.

Person Responsible: Attorney Eschenfelder.

3. Budget Calendar Discussion: Administrator Shoobridge introduced the item. Administrator Shoobridge discussed possible spending avenues for the Building Department revenue. Administrator Shoobridge discussed possible staff position for a full-time accountant. The Commission discussed.

Action Item: Biweekly pay to be placed on the agenda for the Regular Committee meeting on June 14th, 2023.

Person Responsible: Administrator Shoobridge.

PUBLIC COMMENT:

1. Tim Vandivier- 8522 110th St. Seminole FL 33772.

MISCELLANEOUS

Regular Meeting- Wednesday, June 14, 2023 – 6:00 p.m.

Workshop Meeting- Wednesday, June 28, 2023- 6:00 p.m.

ADJOURNMENT 6:45 P.M.

Respectfully submitted,

Jolie Patterson

Jolie Patterson
Deputy Town Clerk