



**BOARD OF COMMISSIONERS  
TOWN OF REDINGTON SHORES  
WORKSHOP MEETING  
WEDNESDAY, JANUARY 8, 2025**  
*Immediately following the Regular Meeting*

**AGENDA**

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

**D. APPEARANCES AND PRESENTATIONS**

**E. OLD BUSINESS**

**F. NEW BUSINESS**

1. Special/Expanded Town Hall Hours
2. Waiver of Sewer Charges – Discussion
3. Building Department Fee Schedule Review

**G. MISCELLANEOUS**

Regular Meeting- Wednesday, January 29, 2025 – 6:00 P.M.  
Workshop Meeting- Wednesday, January 29, 2025 – 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 F.1.**



Town of  
**Redington Shores**  
*Nature's Beach*

Date: January 8, 2025  
To: Board of Commissioners  
From: Margaret Carey, Town Clerk  
Re: Special / Expanded Town Hall Hours

Mayor Hendrickson suggested, to accommodate the increased need for Building Department services, that Town Hall extend its hours of operation. Many of our residents have been displaced and no longer live in town. This has created a need for evening and/or Saturday hours.

The Building Official and Town Clerk have offered their thoughts.

A summary of options is offered here:

#### **BUILDING DEPARTMENT**

Many municipalities throughout the State have building departments on a 4 day schedule for this very reason. If we changed to a 4 day schedule, this may eliminate the need for Saturdays as well. We could, on a temporary basis, open on Saturdays once a month, or every other week. Perhaps through March, just to help residents get through the storm related issues.

If the Commission were to codify emergency hours that could be implemented in future storms, this would set us up to better respond.

#### **CLERK'S OFFICE**

Town Clerk and Deputy Clerk work 4 10-hour shifts (Monday – Thursday and Tuesday – Friday), coordinating time off to cover each other's shift. This would enable the Clerk's Office to be open Monday – Friday from 8am to 6pm.

# **ITEM F.2.**



Town of  
**Redington Shores**  
*Nature's Beach*

Date: January 8, 2025  
To: Board of Commissioners  
From: Mike McGlothlin, Town Administrator  
Re: Waiver of Sewer Charges for Swimming Pool Refill

As numerous citizens have inquired about the topic of the Town waiving the sewer charges associated for the refilling of swimming pools, in response to required swimming pool maintenance post natural disaster, this topic is presented for your discussion. As of now, the Town has no resolution or ordinance that allows this waiver and legislative approval by the Board of Commissions is needed in order to fulfill these requests.

Attached you will find communication and research, provided by Commissioner Hoyt, regarding this matter to aid you in your discussion and decision making. As well, staff is prepared to discuss the proposal during the course of your deliberations.

## Town Administrator

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**From:** Commissioner Dist. 2  
**Sent:** Saturday, November 23, 2024 4:58 PM  
**To:** Mayor; Commissioner Dist. 1; Commissioner Dist. 3; Commissioner Dist. 4;  
thomas.w.kapper@gmail.com  
**Cc:** Town Clerk; Deputy Clerk; Town Administrator; Commissioner Dist. 2  
**Subject:** FW: Pool Credit Inquiry - Follow Up from Pinellas County Utilities for Redington Shores  
**Attachments:** UpdatedCondensed 20241004\_Hurricane Helene Milton Customer Impact Letter -  
VPEdit.docx; CONSERVATION FEE.docx

**Hello Fellow Commissioners – Please do not reply, as we do not want to violate the Sunshine Law...**

Here is the information that I referenced during our Commission meeting on Wednesday night, and the research I garnered related to the topic of sewer charges for swimming pool refills in other municipalities, as well as with Pinellas County.

Hopefully, the information below and attached, should be helpful for us to utilize for a follow up Workshop where we are planning to discuss this request being made by town residents with swimming pools.

In addition to the emails below, I spoke to Kelsie on the phone, and she was very helpful. She said she would be glad to speak with anyone else with our Town if you have any questions.

Regards,  
CJ

**From:** Ford, Darrell <dford@pinellas.gov>  
**Sent:** Wednesday, November 20, 2024 12:51 PM  
**To:** Cross, Kelsie <kcross@pinellas.gov>  
**Cc:** Commissioner Dist. 2 <comdist2@redshoresfl.com>  
**Subject:** RE: Pool Credit Inquiry - Follow Up from Pinellas County Utilities for Redington Shores

Good afternoon!

Our standard operating procedure for Conservation Fees, for pool fills or sod installation, is attached as a document for you to view. To summarize, we review the statement after the pool fill or two invoices after sod installation and if there is a conservation fee affiliated with it, we look into crediting a portion of it back or the full amount, depending on the situation. If there is tax affiliated with a municipality, we would credit back 10% of the conservation fee, in addition to the conservation fee itself. For example, if the conservation fee is \$10.00 and it has a municipality tax on their bill, we would credit back \$1.00 which is 10% in addition to their conservation fee for a total of \$11.00.

For the most recent storms that occurred, we are doing it a little differently. Attached also is the letter we sent to customers involving the storm and how we can potentially assist them with their hardships.

We are not doing any disconnections, at this time, until January of 2025. This may or may not change to sooner or later. I have not been notified of anything at the moment. We are also not doing any reconnection fees, if applicable.

For plumbing leak adjustments, if it is storm related, we are reviewing them as administrative adjustments rather than a typical plumbing leak adjustment. To summarize, the customer is getting more of a credit back and Pinellas County does not retain the money used for the purchase of water from Tampa Bay water.

For pool fills, if it is storm related, we are reviewing these **ONLY FOR PINELLAS COUNTY SEWER ACCOUNTS** to see if they qualify for a sewer adjustment and/or a conservation fee. Typically, as is shown above, we would only review a conservation fee if it involves a pool fill; However, we are assisting with sewer adjustments to aid the people of Pinellas County in this time of need. If the customer has a municipality, we recommend they contact said municipality and see if they can provide assistance with their bill. I will still have to review **ALL OF THE ACCOUNTS** for a conservation fee, even if they do not qualify for a sewer adjustment. This will take time of course. As of right now there are close to 1,000 customers that have contacted us, all throughout Pinellas County, regarding the registry that was opened to assist with the storm.

Please let me know if this helps. If you have any questions, I can give you a call or provide more information, if needed.

Thanks!

Respectfully,

Leak Adjustment Team  
PINELLAS COUNTY UTILITIES

14 S Ft Harrison Ave, Clearwater, FL 33756

Phone (727) 464-4000

Fax (727) 464-5061

Email: [utlleakrepairdocs@pinellascounty.gov](mailto:utlleakrepairdocs@pinellascounty.gov)

*All government correspondence is subject to the public records law*

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**From:** Cross, Kelsie <[kcross@pinellas.gov](mailto:kcross@pinellas.gov)>

**Sent:** Wednesday, November 20, 2024 11:28 AM

**To:** Ford, Darrell <[dford@pinellas.gov](mailto:dford@pinellas.gov)>

**Cc:** Cinda Krouk <[comdist2@redshoresfl.com](mailto:comdist2@redshoresfl.com)>

**Subject:** FW: Pool Credit Inquiry - Follow Up from Pinellas County Utilities for Redington Shores

Hi Darrell,

Could you please provide Cynthia with what our normal process for CFEE pool adjustments is, and what the process of exceptions are for the current disasters? She has a board of Commissioners meeting tonight, and there are lots of Redington Shores customers who would like sewer credits for pool related issues.

Thank you very much!

Respectfully,

Kelsie Cross  
Billing Coordinator  
Business & Customer Services  
Pinellas County Utilities



14 S. Ft. Harrison Ave  
Clearwater, FL 33756  
Phone: (727) 464-4905  
[kcross@co.pinellas.fl.us](mailto:kcross@co.pinellas.fl.us)

**From:** Commissioner Dist. 2 <[comdist2@redshoresfl.com](mailto:comdist2@redshoresfl.com)>  
**Sent:** Tuesday, November 19, 2024 9:31 PM  
**To:** Cross, Kelsie <[kcross@pinellas.gov](mailto:kcross@pinellas.gov)>  
**Cc:** Cinda Krouk <[comdist2@redshoresfl.com](mailto:comdist2@redshoresfl.com)>  
**Subject:** RE: Pool Credit Inquiry - Follow Up from Pinellas County Utilities for Redington Shores

Hi Kelsie,

Thank you so much for providing me the info below! Not only did you go out of your way to look up my contact info and share this information, but you also reached out to another municipality to try to help us with our process! I can't tell you how much I appreciate it on behalf of the residents of our Town! You are the best 😊!

Thank you again for your follow up and please keep me posted on developments with any other municipalities.

Very Kind Regards,

CJ Hoyt

Commissioner, District 2  
Town of Redington Shores  
17425 Gulf Blvd.  
Redington Shores, FL 33708  
[www.townofredingtonshores.com](http://www.townofredingtonshores.com)  
[comdist2@redshoresfl.com](mailto:comdist2@redshoresfl.com)  
Cell: 813-310-8234



**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.**

**From:** Cross, Kelsie <[kcross@pinellas.gov](mailto:kcross@pinellas.gov)>  
**Sent:** Tuesday, November 19, 2024 3:01 PM  
**To:** Commissioner Dist. 2 <[comdist2@redshoresfl.com](mailto:comdist2@redshoresfl.com)>  
**Subject:** FW: Pool Credit Inquiry

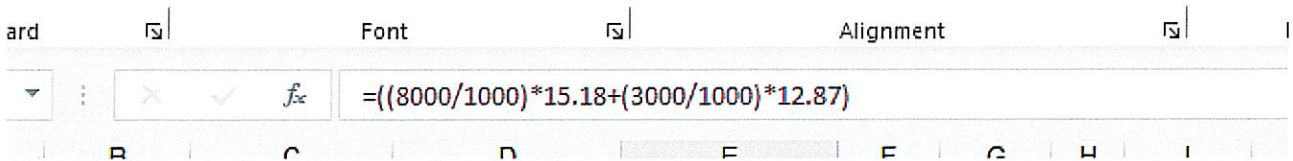
Good afternoon,

Pam told me you were inquiring about what other municipalities were doing for storm related pool repairs/fills.

Treasure Island is currently the only municipality actively doing credits.



Here is the adjustment sheet that Treasure Island is using.



This is the formula that is being used on the adjustment form, however, I see your rate structure is completely different. You cap your sewer at 20,000, so that formula would need to be revised based on what you would like to do for credits.

I know that Largo is waiting for their legal team to decide what to do about pool fills/repairs.

I will provide you with more information if different municipalities if they make me aware of any credits or adjustments they need for their customers, but as of right now, this is the only information I have.

Respectfully,

Kelsie Cross  
Billing Coordinator  
Business & Customer Services  
Pinellas County Utilities  
14 S. Ft. Harrison Ave  
Clearwater, FL 33756  
Phone: (727) 464-4905  
[kcross@co.pinellas.fl.us](mailto:kcross@co.pinellas.fl.us)

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**From:** Evans, Michele <[mevans@mytreasureisland.org](mailto:mevans@mytreasureisland.org)>  
**Sent:** Tuesday, November 19, 2024 1:32 PM  
**To:** Cross, Kelsie <[kcross@pinellas.gov](mailto:kcross@pinellas.gov)>  
**Subject:** RE: Pool Credit Inquiry

Kelsie,

Attached is a form I use – if you look at the TRIS Sewer at the bottom the amount is a formula which encompasses the first 3,000 gallons and then the rest of the gallons. The pricing is based on our City charges so they would have to use their numbers. If you need further clarification, please let me know.

*Michele Evans*  
*Fiscal Analyst*  
*City of Treasure Island, FL*  
*727-547-4575 ext. 223*  
[mevans@mytreasureisland.org](mailto:mevans@mytreasureisland.org)

*All correspondence is subject to Florida's public records law.*

[Like Us on Facebook](#) <[image001.png](#)>

**How are we doing?** <https://www.surveymonkey.com/r/myTI> feedback



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**From:** Cross, Kelsie <[kcross@pinellas.gov](mailto:kcross@pinellas.gov)>  
**Sent:** Tuesday, November 19, 2024 1:02 PM

**To:** Evans, Michele <[mevans@mytreasureisland.org](mailto:mevans@mytreasureisland.org)>

**Subject:** Pool Credit Inquiry

Hi Michele,

Could you tell me how TRIS is calculating their pool credits? I have another municipality who would like some insight as to how they should go about crediting their customers for storm related pool issues.

Respectfully,

Kelsie Cross  
Billing Coordinator  
Business & Customer Services  
Pinellas County Utilities  
14 S. Ft. Harrison Ave  
Clearwater, FL 33756  
Phone: (727) 464-4905  
[kcross@co.pinellas.fl.us](mailto:kcross@co.pinellas.fl.us)

## CONSERVATION FEE (CFEE) ADJUSTMENT PROCESS

Conservation fee adjustment process starts with the appropriate paperwork being submitted by the customer after possible phone contact with the Customer Contact Services, submitting documents by US Mail or email, or coming into the Clearwater Payment Processing Center. The account should have been reviewed to make sure the customer qualifies for a Cfee adjustment prior to the paperwork being received in Adjustments. Generally, a clarification case will have been made from which to access the case information, and the supporting documents will be attached to the Contract Account accessible from the Customer Management screen. The Conservation Fee adjustment policy allows a one-time adjustment per rolling two-year period for both Landscaping and a Pool Fill.

Determine what bill(s) is to be adjusted per either the sod/landscaping installation date or the pool fill/repair date on the paperwork submitted by the customer. The Conservation Fee adjustment policy is:

**Landscape** – The customer is allowed up to a 60-day establishment period irrigating with potable water. This period may cover two billing cycles. The full amount of the Cfee assessed on the respective bills is to be adjusted. Note: If the account irrigates with a well/lake/pond or reclaim water and have a Cfee assessed, check the contact logs to see if the customer advised that they were also watering with potable water. If not logged, contact the customer to confirm they also used potable water.

**Pool Fill** – Single-Family Residential accounts can receive up to a maximum of \$25. Multi-Family/Commercial accounts will be credited for the full Cfee assessed due to larger pools.



Date: [Insert Date]

**Customer Name**  
**Address**  
**City, State, Zip Code**

**Subject:** Hurricane Impact to Utilities Customer Accounts

Dear [Customer Name],

We understand that many of our customers have been impacted by Hurricane Helene and are currently preparing for Hurricane Milton. Pinellas County Utilities is taking the following steps to assist you with your utility bill:

### **Impacted Utility Customer Registry**

We have created a registry documenting hurricane-related impacts affecting account holders to easily track repairs on their water, sewer, or reclaimed water systems. The Account Owner must call Pinellas County Utilities to request being added to the registry.

### **Financial Hardship Assistance**

We are also offering flexible payment options to help you pay your utility bill. Please call Customer Service at (727) 464-4000 or email us at [custsrv@pinellas.gov](mailto:custsrv@pinellas.gov) to learn more. You can also visit [pinellas.gov/utilities](http://pinellas.gov/utilities) or log in to your utilities Customer Portal.

### **Late Fees and Account Turn-Offs Due to Delinquent Accounts Suspended**

- All late fees and delinquent account deactivations are suspended through January 1, 2025.
- We will waive the reconnection fee(s) for both potable water and reclaimed water services (if applicable).

### **Plumbing Leaks & Pool Fill Adjustments**

- Plumbing Leaks: If you experienced a leak at your property due to hurricane damage and have had it repaired, we are offering an Administrative Adjustment to help lower costs.
- Swimming Pool Fill: If you need to drain and refill your swimming pool due to saltwater intrusion or damage, we will credit the sewer and conservation fees associated with refilling.

Thank you for being a valued customer.

Sincerely,

Pinellas County Utilities

14 South Fort Harrison Avenue  
Clearwater, FL 33756  
Phone (727) 464-4000  
Fax (727) 464-3717  
V/TDD (727) 464-4062  
[Pinellas.gov](http://Pinellas.gov)

# **ITEM F.3.**



Town of  
**Redington Shores**  
*Nature's Beach*

Date: January 8, 2025  
To: Board of Commissioners  
From: Rob Peebles, Building Official  
Mike McGlothlin, Town Administrator  
Re: Fee Schedule Review

Regarding, Sec 63-20 of the Town Code – Fees, staff recommends reviewing the following:

1. Permit fees schedule states 5x permit fees for contractors doing work without a permit.
2. Recommend adding wording to the Ordinance and enacting permit fees of 5x for residents doing work without a permit
3. Recommend making this retroactive to 10/10/2024

Please note: at the January 29, 2025 Workshop meeting, we will also be discussing the topic of enhanced permit fees for work without a permit.

## Sec. 63-20. - Fees.

- A. *Application fees.* An application fee, in an amount set by the Redington Shores Town Commission, shall be charged for all permit applications for all work with a total cost of \$25,000.00 or more for plan review. This application fee is nonrefundable and is due and payable at the time the application is submitted for processing.
- B. *Additional fees.* In addition to the application fee, the following fees will also be due and payable before a building permit is issued as appropriate to the work covered:
- (1) Building permit fee.
  - (2) Plan examination fee.
  - (3) Radon gas and inspector's certification fund.
  - (4) Transportation impact fee.
  - (5) All other fees which may be imposed by the Redington Shores Town Commission, by resolution or ordinance, Pinellas County, or any other county, state or federal agency having the authority to establish such fees.
- C. *Ancillary or subordinate permits.* Permit fees for all ancillary or subordinate permits required for a project shall be due and payable prior to the issuance of such permits.
- D. The schedule for all fees pertaining to construction and building may be enacted and amended from time to time by resolution of the Town Commission of the Town of Redington Shores (as shown on Permit Fee Calculation Schedule, Ordinance #01-11 and Resolution 14-04).
- E. All construction trailers, materials, temporary fences, temporary signs, temporary electric, and dumpsters shall be removed before a certificate of occupancy is issued for any work pursuant to any building permit.

(Ord. No. 21-12, § 3, 12-20-2021)



**TOWN OF REDINGTON SHORES  
PERMIT FEE CALCULATIONS SCHEDULE**

Application Fee: \$35.00 for every Permit
All fees to be set by the Town Commission
Building \$35 + See Fee Schedule Attached Mechanical \$35 + 0.40/K if part of new construction (Total Project Cost) Plumbing \$35 + 1.30/K if part of new construction (Total Project Cost) Electrical \$35 + 1.50/K if part of new construction (Total Project Cost)
Building & misc. \$35 + \$10.00/K (NOT new construction project) Renovation, Addition, or Remodel. Mechanical, Plumbing, & Electrical \$35 + \$10.00/K of sub-contract, if a separate project Docks: (\$35 + \$10.00/K) Sitework: Grubbing, landscape: (\$35 + \$10.00/K) Swimming Pool, (\$35 + \$10.00/K) Paving: \$35 + \$10.00/K Sprinkler System(fire): (\$35 + \$10.00/K) Demolition: (\$35 + \$10.00/K)
<b>PENALTIES:</b> Work started without a permit: Penalty is Five Times the above subtotal. Second Offense is Ten Times the above subtotal. Re-inspection Fee: \$45.00
Plan Review Fee: If the project is over \$5,000.00, or requires a plan or product approval, add nonrefundable 20% of above subtotal, due at time of submission.
Right of Way Fee (ROW) \$45.00
Building Code Surcharge Fees: 2.5% of permit total or \$4.00 minimum.
Transportation Impact Fee: Per Pinellas County Ordinance
LDU for new residential and new and improved commercial construction Ord. 90-120*
Fire Safety Fee – New construction or replacement: Multi-family \$25 per unit; Single family \$100 per unit
Sewer Tap-In Fee - \$400.00 per Unit
Business Occupancy & Fire Inspection Fee - \$45.00 per unit

PERMITS EXPIRE AFTER 6 MONTHS; OVER \$25,000 EXPIRE AFTER 9 MONTHS  
90 DAY 1 TIME EXTENSION MINIMUM FEE \$45.00

**NEW CONSTRUCTION FEE SCHEDULE**

Project Range		Permit Fee	Project Range		Permit Fee
From	To	Rate Per \$1000	From	To	Rate Per \$1000
\$0	\$500,000	\$10.00	\$13,000,001	\$14,000,000	\$6.50
\$500,001	\$10,000,000	\$7.50	\$14,000,001	\$15,000,000	\$6.25
\$10,000,001	\$11,000,000	\$7.25	\$15,000,001	\$16,000,000	\$6.00
\$11,000,001	\$12,000,000	\$7.00	\$16,000,001	>>>>	\$5.75
\$12,000,001	\$13,000,000	\$6.75			

\* Land cost + Construction cost ÷ 50,000 = LDU's  
LDU's x \$500 ea. = Total Fee