

CITY OF LARGO CITY COMMISSION REGULAR MEETING

**March 20, 2012
Minutes**

COMMISSION PRESENT: Mayor Gerard, Commissioners Smith, Holmes, Arntzen, Crozier, Brown

COMMISSION ABSENT: Commissioner Murray

PARTICIPATING STAFF PRESENT: City Mgr. Craig, City Attorney Zimmet, Asst. City Mgr. Schubert, City Clerk Bruner, HR Dir. Sinz, Police Chief Carroll, Dep. Police Chief Undestad, Asst. Comm. Dev. Dir. Klute, Program Planner Moore, Env. Services Dir. Kety, Mgmt. Analyst II Semones, Risk Mgr. Bossone, Comm. Dev. Dir. Stricklin, Program Planner Nino, Parks Super. Brown, Grant Administrator Waters, City Engineer Dicus, Economic Dev. Mgr. Brydon, Asst. Building Official Ondulich, OMB Mgr. Davis, Police Lt. Slaughter, Asst. City Attorney Hale, Program Planner Rojas-Norton

Mayor Gerard called the Regular Meeting to order at 6:00 pm.

Invocation was given by Reverend J. Arnold Johnson, Largo Police Chaplain, followed by the Pledge of Allegiance.

AGENDA – APPROVED AS AMENDED

Approval of the Regular Commission Meeting agenda of March 20, 2012.

Discussion:

Commissioner Holmes requested that Items 10 and 12 be removed from the Consent Docket and Vice Mayor Crozier requested the removal of Item 14.

Motion was made by Commissioner Brown, seconded by Commissioner Arntzen, to approve the agenda for the Regular Meeting of March 20, 2012 as amended.

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

MINUTES – APPROVED

Approval of the Regular City Commission Meeting minutes of March 6, 2012 as on file in the City Clerk's Office.

Discussion:

None

Motion was made by Commissioner Arntzen, seconded by Commissioner Brown, to approve the minutes of the Regular Meeting of March 6, 2012.

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

Approval of the PBA Impasse Hearing of March 7, 2012 as on file in the City Clerk's Office.

Discussion:

None

Motion was made by Vice Mayor Crozier, seconded by Commissioner Arntzen, to approve the minutes of the PBA Impasse Hearing of March 7, 2012.

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

CEREMONIAL

EMPLOYEES OF THE QUARTER RECOGNITION

The Citywide Employee Relations Committee created the City-wide employee recognition program entitled, "Employees of the Quarter" in January 2006. This program recognizes up to four (4) employees quarterly for exemplifying, contributing to, and upholding the City of Largo's Mission, Vision, and Values. Additionally, up to one (1) Operational Manager of the Quarter can be recognized. The Selection Committee is comprised of employees representing all departments. The committee selected the following:

Employees of the Quarter:

Jerry Hunt, Police Officer, Police Department

Eric Moos, GIS Administrator, Community Development

Steven Nohl, Building Maintenance Worker, Public Works

Jason Wilson, Acting Recreation Program Supervisor, General Operating

Operational Manager of the Quarter

Jonathan Evans, Assistant to the City Manager, Administration

Jerry Hunt, Police Officer, Police Department

"Officer Jerry Hunt is an outstanding asset to the Largo Police Department and the City. He recently was involved in a situation that showed his dedication to the citizens of Largo. During a medical emergency call the

Largo Fire Rescue Team arrived at the residence of two elderly individuals.

When they arrived, Officer Hunt was there, off duty, in plain clothes. Officer Hunt explained that he had been to this address the prior evening for a call regarding a disagreement between the two elderly residents and their caregiver. After leaving that prior evening, Officer Hunt felt compelled to check on them the next day, when he arrived he realized that one of the residents was in a state of a decreased level of consciousness and required medical attention. Also since the caregiver was no longer in the picture, they had not eaten. Officer Hunt was extremely personable and caring with them and offered to accompany the patient to the hospital. While on the scene, Officer Hunt had his wife go to the grocery store to purchase food for the residents. Officer Hunt was under no obligation to check on these residents whom we found out were former Catholic Nuns, but he went above and beyond to be sure that they were treated with the best care. He even went as far as to contact the Catholic Church to see if they would be able to get involved with the care of these women. If Officer Hunt had not followed up with these women, the one that required medical attention could have been in a much more serious condition. His actions were, to say the least, impressive."

Eric Moos, GIS Administrator, Community Development

"Eric is a shining example of an employee who demonstrates creativity, professionalism, competence, teamwork, responsiveness, and pride in his work at the City of Largo. As the GIS Administrator for the City, Eric is often working with multiple city departments. He is always on top of the needs and demands required of him. As the WAMS program has rolled-out, he had been an integral part of the implementation team and a true asset to Environmental Services. He was recently called upon by the Finance Department to create and run reports for the city auditors at 4:45 pm on a Friday. Eric worked late and over the weekend to ensure the information was in the appropriate email inbox by 8 am Monday morning. He also works with OMB to create maps for the CIP and is always willing to meet the needs of any department on a moments notice. He is passionate about his work and about improving the work flow of the City to make us more productive and innovative. Eric is a true asset to any project team he is on and a pleasure to work with because he is extremely thorough and competent in his field."

Steven Nohl, Building Maintenance Worker, Public Works

"In Community Development, we don't always recycle correctly. Steve took the time to find our Green Team member and work out a solution to ensure only recycle items were placed in the recycle bin. Steve is constantly picking up refuse that is improperly placed, and educates people on proper disposal. Steve also makes sure paper products and other necessities are well stocked and everything is in working order. He is friendly and happy to help wherever needed. Steve goes out of his way to make sure the breakroom of the EOC is clean and tidy. The room is not often used and easily overlooked, however, Steve always takes time to make sure it is clean and well stocked."

Jason Wilson, Acting Recreation Program Supervisor, General Operating

"Over the past quarter, Jason has demonstrated a continued effort to help the Largo Golf Course become a destination for the local golfing community. He has done this through creativity in programming, assisting and training staff and providing the best customer service for our patrons. Jason continued his efforts to recruit and train volunteers to provide services that otherwise would need to be covered by paid staff. His positive personality is always displayed towards anyone he comes in contact with. He takes the time to remember everyone's name, and his attention to detail and enthusiasm to achieve revenue benchmarks is highly regarded. With a shortage in staff since July of 2011, and since being transferred to the Golf Course in October 2011, Jason has taken on a number of different roles to help keep the operation running smoothly. Jason has routinely covered the front desk operations 2 days per week so that other staff can be provided time off. Not only does he

step in and fill the front desk role, he also manages the Golf Course Marketing duties as well."

Operational Manager of the Quarter

Jonathan Evans, Assistant to the City Manager, Administration

"Jonathan goes above and beyond to demonstrate Largo's core values on a daily basis. However, one recent incident involving the treatment of a staff member brought to light just how much Jonathan cares for his staff. The situation concerning the Communications and Marketing employee, sparked the attention and action of Jonathan to follow up with supervisory staff, Human Resources, and Administration. Jonathan also made his personal concern for his staff very evident and throughout the process displayed integrity, responsiveness, professionalism and empathy. Jonathan is a very caring and compassionate manager who shows a great amount of passion and pride for his work and the work of his staff. Jonathan is always willing to step in and help with marketing tasks such as taking photos or operating video equipment if needed. He even took control of the LTV live broadcasting during a recent Commission Meeting so one of his staff members could be available to answer questions from the Commission if needed. Jonathan is a true team player."

Ms. Sinz introduced Officer Hunt, Steven Nohl and Jonathan Evans. She stated that Eric Moos and Jason Wilson were unable to attend. Each was presented with a Certificate from Mayor Gerard and the City Commission congratulated all winners.

POLICE DEPARTMENT 2011 "OF THE YEAR" AWARDS

Sergeant Michael Bruno, 2011 Officer of the Year

During the last year, Sergeant Michael Bruno initiated the documentation of ongoing investigations of known gang members within the City of Largo. He has spent countless hours assisting with the implementation and building of a computer database which identifies gangs and gang members. This database has become widely recognized and used throughout the county.

Sergeant Bruno communicates frequently with the State Attorney's Office and has developed a close working relationship with their gang division. The State Attorney's Office often relies on Sergeant Bruno to testify in court proceedings as to the activities of certain gang members. The relationship developed between the Problem Oriented Policing Unit and the State Attorney's Office has helped prosecute and convict numerous gang members and thereby remove them from our streets.

Sergeant Bruno has given every effort in leading investigations into removing gang members from our neighborhoods in Largo. Specifically, his unit was tasked with two problem areas in which a growing trend of violence was obviously related to local gangs. Due to Sergeant Bruno's determination, numerous gang members were arrested and were evicted from the Largo residences they had been living in.

Sergeant Bruno led the investigation resulting in the arrest of several gang members who were selling narcotics from an apartment in Largo. Due to Sergeant Bruno's proactive efforts, a search warrant was executed on the apartment which resulted in four gang members being arrested. More than two pounds of marijuana, several illegal prescription medications, drug paraphernalia, and a loaded .38 revolver were seized.

Sergeant Bruno has developed solid working relationships with other law enforcement agencies thereby enhancing the potential for future investigations and projects combating gangs in our community. His hard work, dedication, and leadership have resulted in the seizure of narcotics and firearms and the arrest of some of our City's worst offenders.

In addition to addressing increasing gang activity, Sergeant Bruno was also tasked with implementing a program to deal with the rising population of homeless individuals that flooded the City of Largo in the last year. Sergeant Bruno assisted in placing these individuals in local shelters and enforcing legal action to curb homeless-related crimes. His hard work and outstanding effort addressing this growing problem has had significant impact in helping reduce much of the crime associated with homeless individuals.

For his exemplary professionalism, his exceptional leadership skills, and his dedication and commitment to the law enforcement profession, Sergeant Michael Bruno is awarded the 2011 Officer of the Year Award.

VIP Coordinator, Richard Hageman, 2011 Civilian of the Year

During the past year, Dick Hageman has taken the Largo Police Department Volunteer in Policing (VIP) Program to a new level of excellence. He was selected to fill the position of Volunteer Coordinator in May, 2009, and at that time there were 23 VIP's. He always presents a "can do" attitude and is regularly counted on to provide assistance to our patrol staff. Due to his commitment to the success of this program, the VIPs are thoroughly woven into our police department's culture. Throughout the year, Dick Hageman attended all City of Largo special events to support the events and supervise and assist the volunteers. He is always available as a supervisor and coordinates all after hour Volunteer in Policing Emergency Response (VIPER) call outs, assuring adequate support for patrol officers during these emergencies. Dick made arrangements to staff a traffic homicide accident with four volunteers for ten hours on Christmas night. He made sure the volunteers received whatever support they required throughout the night and into the early hours of the morning. He requested that they be formally recognized by the department with Letters of Commendation which were presented at the January VIP meeting.

The Volunteers in Policing Program now has 61 VIP's and has provided the citizens of Largo with 13,519 hours of service in 2011. This is more support than has ever been provided in the history of our program. Police volunteers provide support in traditional areas such as traffic control, minor crash investigations, and parking enforcement. Through Dick's innovative efforts, we now staff the teen room in the Largo Library, provide support for the City Hall mail room, and assist with investigative duties, supply room support, records processing, and fleet maintenance.

Dick Hageman was recognized by the State of Florida Citizens Police Academy as the Volunteer Coordinator of the Year for 2011. The program also received recognition as Program of the Year from the Florida Citizens Police Academy. Mr. Hageman has received numerous inquiries from agencies around the country requesting information and guidance to assist in starting a successful volunteer program. He has conducted several Volunteer Training Academy programs, providing forty hours of instruction to perspective volunteers who have no prior police experience. He also offers ongoing training to the volunteers throughout the year and holds a monthly meeting to keep them well informed.

For his devotion and commitment to the Largo Police Department and the City of Largo, Richard "Dick" Hageman is awarded the 2011 Civilian Employee of the Year Award.

VIP Rev. J. Arnold Johnson, VIP of the Year

Reverend J. Arnold Johnson has been with the police department since 1987 and will celebrate his 25th anniversary supporting the men and women of the Largo Police Department this year. Reverend Johnson rides with the officers for an eight hour shift on a weekly basis and provides guidance and support as needed for the employees. Reverend Johnson makes himself available for traumatic calls, death notifications, hospital visits, and attends officer and family-related funerals. He makes himself available each and every day to all employees of the Largo Police Department and their families for any spiritual support they may need and he will just be there as a friend.

Reverend Johnson has provided over 15,000 hours of volunteer service to the community. He is an outstanding individual and through the years has humbly resisted any acknowledgment of the service he provides. Reverend Johnson makes himself available 24 hours a day and is always quick to offer help or respond to a call for service.

For his contributions to the Volunteer in Policing Program and for his outstanding dedication to the Largo Police Department and the City of Largo, Volunteer Reverend J. Arnold Johnson is awarded the 2011 Volunteer of the Year Award.

Chief Carroll introduced Mike Bruno, Dick Hageman and J. Arnold Johnson, and presented each with a plaque. The Mayor and City Commission congratulated all winners.

CITIZEN COMMENT

1. Rick Cavalieri stated that he represented Northstar Development, developer of an affordable senior housing project, and that he supported the moratorium on parkland fees. He stated that the project's parkland fee is currently \$293,178, however if they qualify for the reduction it will be \$211,000. He stated that their capital improvement fee is currently \$103,275, or \$74,358 with the reduction. He stated that the total impact fees to be paid to the City would be \$666,183, plus \$275,000 in permit fees. He stated that the any type of moratorium would be appreciated.

STAFF REPORTS I

HISTORIC PRESERVATION ADVISORY COMMITTEE (HPAC) 2011 ANNUAL REPORT: HISTORIC PRESERVATION SITE SURVEY UPDATE - PRESENTATION GIVEN

The Historic Preservation Advisory Committee (HPAC) has prepared a report updating information available from the 1986 Historic Site Survey (attached). The report provides an overview of historic preservation efforts since 1986, a more detailed summary report and update on the 1986 survey results and HPAC's recommended next steps, which include a proposed work plan for 2012. The HPAC approved the draft report following their meeting on January 19, 2012. The committee met quarterly in 2011 as well as held several retreats to go over data collected by visiting all the sites from the original historic resources survey. In the upcoming year, the HPAC will:

- Work on expanding the survey by visiting and conducting surveys of structures that by tax records appear to be pre-1940 homes;
- Formulate recommendations for policies related to a potential Historic Preservation Ordinance for the City of Largo;
- Continue the historic preservation component of the Community Champion Recognition Program;
- Continue to monitor the activities of the Pinellas County Historic Preservation Advisory Board, including their proposed "toolbox of preservation techniques, guidelines and resources."; and
- Offer assistance for any Largo activities related to the Pinellas County Centennial;

Eileen Zingaro, HPAC Vice Chair, will present the Annual Report at the March 20, 2012 City Commission Meeting. A copy of the complete report and appendix with all the pictures taken by HPAC members is attached.

Mr. Klute introduced board Vice Chair Eileen Zingaro. She described the annual report and provided an update on the 1986 survey. She stated that committee members visited all 171 originally designated sites. She stated that 23% of these sites have been demolished since 1986 and many of the sites have been very well

maintained. She stated that the board wanted the City to take a proactive position on the John Taylor house and on the Johnson Building. She stated that the board hoped to continue to be informed when an application is submitted for demolition of property of pre 1940 vintage, and consideration given to retaining a qualified historic preservation consultant to review updates. She stated that about 180 sites were not included in the original 1986 survey and the committee was currently working on surveying these sites.

Mayor Gerard stated that the report was very impressive and thanked the committee for their work.

CONSENT DOCKET - APPROVED AS AMENDED

APPROVAL OF SCOPE AND FEE WITH BROWN AND CALDWELL IN THE AMOUNT OF \$272,939 TO PROVIDE ENGINEERING SERVICES FOR THE NORTHWEST SANITARY SEWER SERVICE EXPANSION PROJECT

The Northwest Sewer Expansion Project was initiated by the City a number of years ago to accommodate future development in the Clearwater-Largo Road Community Redevelopment District. The project includes the decommission and demolition of existing Lift Station 06 and Lift Station 03, the construction of a new Lift Station 03 that includes a new forcemain and a new gravity system. In 2008, completion of the final design was deferred and the City did not proceed with construction as development activity dropped and efforts were underway to address consent order directives regarding sanitary sewer overflows downstream.

In 2010, Brown and Caldwell was selected to design a wet weather monitoring and pumping system to eliminate unauthorized wastewater overflows within the sanitary sewer district. The Northwest Sewer Expansion Project has been identified as a contributing area to the proposed wet weather improvements. Additionally, development activity has increased requiring that the City proceed with expanding sanitary sewer capacity for the northwest area. Environmental Services has budgeted \$600,000 in FY 2012 for the installation of a portion of the Wet Weather Monitoring System, and City staff proposes to use a portion of this amount to incorporate design services for the northwest sanitary sewer system expansion with the Wet Weather Monitoring and Pumping System Project.

City staff has negotiated a scope and fee with Brown and Caldwell to complete the design of the Northwest Sewer Expansion Project. The scope also provides for permitting support, bid services and construction phase services.

A copy of the scope and fee document has been sent to the City Commission electronically and posted to the website.

AUTHORIZATION TO PURCHASE UNDERDRAIN AND SIDEWALK REPLACEMENT FROM KAMMINGA AND ROODVOETS, IN ACCORDANCE WITH CITY OF LARGO, FL BID NUMBER 12-B-382, IN THE ESTIMATED AMOUNT OF \$350,000

The Community Development Department included funding in the FY 2012 budget for replacement of underdrain pipes in the Leisure Acres subdivision, as well as for general sidewalk repair and maintenance throughout the City. On January 3, 2012, the City of Largo awarded Bid Number 12-B-382 to Rowland, Inc. and Kamminga and Roodvoets, Inc. and blanket purchase orders were issued to both contractors. The bid contains all necessary pay items and unit pricing to perform the underdrain and sidewalk work, including all necessary restoration. Of the two contractors, Kamminga and Roodvoets, Inc. provided the lowest unit pricing for the proposed underdrain and sidewalk work. Kamminga and Roodvoets, Inc. has performed similar work for the City of Largo under the current and previous blanket purchase orders and their performance has been satisfactory.

AUTHORIZATION FOR THE PURCHASE AND INSTALLATION OF FIVE (5) VARIABLE FREQUENCY DRIVES AND ONE (1) PROGRAMMABLE LOGIC CONTROLLER FROM REXEL AUTOMATION PRODUCTS IN THE AMOUNT OF \$205,553.43

With the adoption of the FY 2012 budget and five (5) year capital improvement plan, the City Commission appropriated funding for repair and replacement work to be completed at two (2) of the City's three (3) reclaimed water pump station sites (located on Vonn Rd. and at the wastewater reclamation facility (WWRF), with work scheduled for the third site (Starkey Rd.) in FY 2013.

The Scope of work for FY 2012 includes the replacement of two (2) programmable logic controllers (PLCs), replacement of five (5) variable frequency drives (VFDs), and the repair/ rebuild of seven (7) pumps and motors. Rexel has provided a cost estimate of \$205,554 for the replacement, installation and warranty of the VFDs, as well as the replacement of one PLC at the Vonn Rd. site. Funding for replacement of the remaining PLC at the WWRF tank site will be part of the WWRF Control System Hardware Replacement project budget, which is scheduled to take place over a three year period (FY 2012, FY 2013, FY 2014).

The VFDs control the pumps' motor speeds based on flow conditions, with PLCs serving as the communication and control devices for the VFDs. They are over fifteen years old and reaching the end of their practical life, with parts becoming more expensive and obsolete over time. The Department has standardized to the Allen Bradley brand of VFDs to ensure compatibility and promote efficiency in the maintenance of equipment. Rexel Automation Products is the licensed sole-source distributor, and staff anticipates an extended lead time of approximately sixteen (16) weeks for arrival of the VFDs.

The Reclaimed Water System Rehabilitation total project budget for the two pump station sites is \$550K. The remaining scope of work will include the repair/rebuild of the seven (7) pumps and motors. Staff will return to the City Commission for authorization to award the bid for this repair work following the advertising period.

AUTHORIZATION TO PURCHASE EMERGENCY MEDICAL SERVICES (EMS) MEDICAL MALPRACTICE PROFESSIONAL LIABILITY COVERAGE FROM GENERAL STAR INDEMNITY COMPANY THROUGH WALLACE, WELCH & WILLINGHAM FOR THE PERIOD FROM APRIL 1, 2012 THROUGH MARCH 31, 2013 FOR THE PREMIUM OF \$27,900

The City of Largo must maintain EMS Medical Malpractice Insurance in order to comply with the Emergency Medical Services Advanced Life Support First Responder Agreement with the Pinellas County Emergency Medical Services Authority. Presently, the City of Largo carries this coverage through General Star Indemnity Company. This policy covers Emergency Medical Technicians, Paramedics, Lieutenants, and District Chiefs. The EMS Medical Malpractice liability policy protects the City, its first responder staff and administrative staff, by providing insurance protection against medical malpractice claims for civil damages which are brought against the City for providing, or failing to provide, emergency medical professional services to patients and for other covered activities. The insurer will defend any suit brought against the City for claims for civil damages covered under the policy. Although the nature of EMS poses a high exposure potential, no claims have been made over the last five years.

Currently the City's coverage limits through General Star Indemnity are \$1,000,000 per claim/\$3,000,000 aggregate with no deductible. The premium for the policy period ending March 31, 2012 was \$26,501. For the next policy year, renewal of the same coverage with General Star Indemnity Company will cost \$27,900, an increase of \$1,399 (5%).

Wallace, Welch & Willingham Insurance Agency solicited bids for the City's EMS Medical Malpractice

Professional Liability Coverage for the policy period from April 1, 2012 through March 31, 2013. Of the five insurance providers responding to the bid, only General Star Indemnity provided a quote for renewal of coverage. The other providers that responded declined to quote because they could not compete with the current pricing. The Risk Committee reviewed the renewal quote, and recommends securing EMS Medical Malpractice Professional Liability coverage with General Star Indemnity Company.

APPROVAL TO RENEW THE INTERLOCAL AGREEMENT PROVIDING JOINT CONTROL OF POLLUTANTS WITHIN PINELLAS COUNTY

The purpose of this memorandum is to request approval to renew the existing interlocal agreement providing joint control of stormwater pollutants within Pinellas County. The existing agreement is between Pinellas County, the Florida Department of Transportation (FDOT), and 23 cities located within Pinellas County. The purpose of the agreement is to set forth the relationships and responsibilities of the County, FDOT and Cities with respect to control of contribution of pollutants from one entity's storm sewer system to another entity's storm sewer system, or to Waters of the State. Execution of the agreement is a requirement of Pinellas County's National Pollutant Discharge Elimination System Program Municipal Stormwater Permit, of which the City of Largo is a co-permittee.

The City of Largo's participation in the Municipal Stormwater Permit is mandated by the United States Environmental Protection Agency (EPA) as part of the Federal Clean Water Act, which is administered by the Florida Department of Environmental Protection (FDEP). The permit requires the City of Largo to implement a number of projects and programs to reduce pollution levels to State Waters including public education, street sweeping, ditch and catch basin maintenance, sediment and erosion control development standards, elicit discharge monitoring and enforcement, ditch and channel stabilization, and treatment system installation. The interlocal agreement for joint pollution control was initially entered into on March 29, 1994 and is currently due for renewal for an additional five years. The intent of the agreement is to acknowledge acceptance by each party of the responsibility for control of pollutants originating within its jurisdiction and conveyed to another jurisdiction. This agreement is being separately submitted to each of the participating entities for approval. A copy of the agreement has been sent to the City Commission electronically and posted to the website.

Motion was made by Commissioner Holmes, seconded by Commissioner Brown, to approve the Consent Docket without Commission discussion and including staff background provided in the Commission packets.

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

ITEMS REMOVED FROM THE CONSENT DOCKET

AWARD OF BID NO. 12-B-394, PREVENTATIVE GENERATOR MAINTENANCE, TO PARAMOUNT POWER IN THE ESTIMATED AMOUNT OF \$60,000- APPROVED

The purpose of this bid is to provide preventative maintenance service and necessary emergency repair of generators operated by the Wastewater Collections Lift Station crews within Environmental Services. The nineteen generators supported in this bid operate in a combination of both stationary and portable power sources for the various lift stations located throughout the collection system.

Preventative maintenance services lessen the likelihood of equipment failure and help control costs. Unit costs were received for the following seven criteria: shop labor rate (per hour), field labor rate (per hour), overtime rate (per hour), mileage fee, load bank testing, parts discount/ markup, and any other charges: emergency rate, etc.

Of the eight bids reviewed, staff has determined that Paramount Power's submittal meets both the intent and technical requirements established in the bidding documents, and is the lowest, responsible bidder. Paramount Power has performed similar work for the department in the past, and the quality of work has been deemed adequate.

The bid period is for one year, with two renewal options in one-year increments, based on satisfactory performance and at the same prices, terms, and conditions of the original bid.

In accordance with the City Charter, all purchase agreements that extend beyond the current fiscal year must include a fiscal non-funding clause; if the City Commission does not appropriate the necessary funds, the purchase agreement terminates on the last day of the current fiscal year without penalty or expense to the City. A blanket purchase order (BPO) will be awarded to establish a unit price, but does not obligate the City to make any purchases.

Discussion:

Commissioner Holmes questioned the scope of the project. Mr. Kety stated that they will place the generators on load and ensure that they are running properly, as well as standard preventative maintenance checks. Commissioner Holmes questioned the frequency of the checks. Mr. Kety explained that schedules will be set up based on the age of the generator.

Motion was made by Commissioner Holmes, seconded by Commissioner Arntzen, to approve award of Bid No. 12-B-394, Preventative Generator Maintenance, to Paramount Power in the estimated amount of \$60,000.

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

AUTHORIZATION FOR RENEWAL OF EXCESS WORKERS' COMPENSATION/GENERAL LIABILITY COVERAGE WITH STAR INSURANCE COMPANY THROUGH WALLACE, WELCH & WILLINGHAM FOR THE PERIOD FROM APRIL 1, 2012 THROUGH MARCH 31, 2013 FOR THE PREMIUM OF \$105,352- APPROVED

The City of Largo established a self-insured Workers' Compensation program in 1981, in response to the high costs of a fully insured program. Since that time, the City has also established a self-insured General Liability program. Excess Workers' Compensation coverage was obtained to protect the City against workers' compensation claims over \$400,000. The City's current Excess Workers' Compensation coverage also provides Excess General Liability coverage for no additional cost to the City for general liability claims over \$400,000. Each specific claim in which loss payments exceed \$400,000 would be covered by the excess policy in force. The policy limits are \$1,000,000 per occurrence with a \$3,000,000 aggregate. For the policy period from April 1, 2011

through March 31, 2012, the City paid a premium of \$103,326 for this coverage.

Wallace, Welch and Willingham Insurance Agency solicited bids for the City's Excess Workers' Compensation/General Liability insurance program for the policy period from April 1, 2012 through March 31, 2013. Only two bids were received: Midlands and Star Insurance, the City's current provider. The Risk Committee reviewed the bids. Based on the City's current program, Midlands insurance could not provide a comparable program for a competitive price. The annual premium for renewal of the City's current insurance coverage with Star Insurance Company will cost \$105,352, which represents an increase of \$2,026 (approximately 2%).

Discussion:

Commissioner Holmes asked whether the City has ever gone over the \$400,000 deductible, to which Ms. Sinz stated that it has and that there were currently three such claims.

Motion was made by Commissioner Holmes, seconded by Commissioner Smith, to approve authorization for renewal of excess Workers' Compensation/General Liability coverage with Star Insurance Company through Wallace, Welch & Willingham for the period from April 1, 2012 through March 31, 2013 for the premium of \$105,352.

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

AUTHORIZATION TO PURCHASE PROPERTY INSURANCE THROUGH WALLACE, WELCH & WILLINGHAM WITH A \$25,000,000 LIMIT PER OCCURRENCE FOR ALL PERILS COVERAGE AND A \$12,500,000 LIMIT PER OCCURRENCE FOR NAMED WINDSTORM FOR A TOTAL ANNUAL PREMIUM OF \$613,898- APPROVED

The City's current property insurance policy with Axis Specialty Insurance Company includes a \$25,000,000 limit per occurrence for all other perils coverage, a \$5,000,000 annual aggregate limit for flood, and a \$15,000,000 limit per occurrence for named windstorm. A deductible of \$25,000 per occurrence would apply for all perils coverage, with a 5% deductible for named windstorm damage, and variable deductibles for flood occurrences based on criteria such as flood zone. All perils coverage includes, but is not limited to, damage to property and contents caused by unnamed windstorms (tornadoes), fire, lightning, explosion, and vandalism. For the current policy year, the City paid a premium of \$582,317.

Wallace, Welch and Willingham Insurance Agency solicited bids for the City's property insurance program for the policy period from April 1, 2012 through March 31, 2013. In the current insurance market, companies are limiting their risk exposure. The current carrier, Axis, will not accept a policy limit of more than 50% (\$12,500,000) of the current coverage (\$25,000,000). Landmark American will accept the other 50% (\$12,500,000). Each company would pay 50% of each loss. Named windstorm coverage in excess of the \$10,000,000 primary layer (with Axis and Landmark) is offered through Alterra Excess. All three companies have Best ratings of A. The claim process will be facilitated by Wallace, Welch and Willingham and operate seamlessly for City claims. As illustrated by the attached Marketing Summary, no other companies were willing to provide the coverage sought at a comparative premium.

At the March 13, 2012 Work Session, the City Commission recommended purchasing an additional \$2,500,000 in named windstorm coverage for a total of a \$12,500,000 limit per occurrence in addition to the all other perils property insurance with a \$25,000,000 limit per occurrence for a total annual premium of \$613,898.

Discussion:

Commissioner Holmes questioned whether staff has received a copy of the Errors & Omissions certificate for excess surplus lines companies, to which Ms. Sinz stated that she has not yet received it. Commissioner Holmes stated that he was bothered that there was only \$5 million in Errors & Omissions coverage.

Motion was made by Commissioner Holmes, seconded by Vice Mayor Crozier, to approve authorization to purchase property insurance through Wallace, Welch & Willingham with a \$25,000,000 limit per occurrence for All Perils coverage and a \$12,500,000 limit per occurrence for named windstorm for a total annual premium of \$613,898.

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

PUBLIC HEARINGS

APPROVAL OF DA 12-01 - POLLACK PARTNERS DEVELOPMENT AGREEMENT - A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF LARGO, KB CROSSROADS, LLC, AND PSREG GATEWAY NORTH, LLC - APPROVED

On September 20, 2011, the City Commission authorized the Development Controls Officer (DCO) to negotiate terms and conditions for a Development Agreement (DA) with Pollack Partners, LLC (Applicant), in accordance with Section 5600 of the City of Largo Comprehensive Development Code (CDC). The DA is between: KB Crossroads, LLC (the current property owner); PSREG Gateway North, LLC, C/O Pollack Shores Real Estate Group, LLC, (the property buyer and developer); and the City of Largo. On November 1, 2011, the City Commission approved certain terms and conditions of the DA that would allow the City Attorney to formalize a recordable DA that would go before the City Commission for formal approval. Due to site plan changes, the Applicant requested to modify the terms and conditions of the DA and on February 7, 2012 the City Commission approved the modified terms and conditions. On March 1, 2012, the Planning Board reviewed and approved the DA by a vote of 7-0.

If approved, the Development Agreement will allow for the development of a 342 unit "Class A" residential apartment complex (the "Project"). The Project will be Phase 2, which consist of approximately 16.122 acres, of the redevelopment of the former Largo Crossroads Mall property, located at the southeast corner of US Highway 19 and Roosevelt Boulevard, and now known as Largo Crossroads. Phase 1 will consist of retail space and a Pinellas Suncoast Transit Authority (PSTA) transfer station and will not be developed by the Applicant.

Phase 2 has a Future Land Use Map (FLUM) designation of Commercial General (CG). Currently, the CDC allows a density of 15 units per acre in CG. The maximum allowable unit density in CG is 24 units per acre in

accordance with the City's Comprehensive Plan Future Land Use Element. The maximum allowable density in CG was intended to allow density and intensity to be concentrated in Activity Centers and Mixed Use Corridors, consistent with the Strategic Plan.

Largo Crossroads is located in an Activity Center and staff believes that the location is appropriate for development at this density. The DA would allow the project to be developed up to the 24 unit per acre density allowed under the Comprehensive Plan.

The following terms and conditions are being requested in the Development Agreement:

- allow for a dwelling unit density not to exceed 24 units per acre, but in no event consisting of more than a total of 342 dwelling units.
- allow for a reduction in parking spaces, from 741 parking spaces to approximately 600 parking spaces, which includes 15 handicap parking spaces. The original number of required handicapped spaces will not be reduced.
- allow for a credit equal to 60% of the total Parkland Impact fee and a credit equal to 40% credit of the Facility/Capital Improvement fee.

Upon approval by the City Commission, the DA will be recorded in the public records of Pinellas County, then a copy will be forwarded to the Florida Department of Economic Opportunity (DEO). The DA will become effective thirty (30) days after it is received by DEO. The duration of the DA will be for a period of ten (10) years from the effective date. If the City's Comprehensive Development Code (CDC) is modified to permit the City to enter into a development agreement with a term that is greater than ten years, the DA will be deemed modified, without any action by the parties, to have a term equal to the maximum duration permitted for development agreements by the CDC, but in no event will the DA be automatically extended for a term exceeding thirty (30) years from the effective date. The City Commission will be considering the CDC change as Ordinance No. 2012-27.

A copy of the Development Agreement has been sent to the City Commission electronically and posted to the website.

Public Hearing:

None

Questions:

Commissioner Brown questioned the impact of a change to the parkland impact fees and when the total fee will be determined. Ms. Stricklin stated that staff's proposal would be that any project that attains a building permit after enactment of the moratorium would be eligible. Mr. Zimmet stated that permits applied for after the moratorium is lifted would incur a fee of 60% of the impact fee. Commissioner Holmes questioned whether the problem with Walmart has been resolved. Ms. Stricklin stated that there was a question regarding phasing of the stormwater ponds, and that the developer's intent was to construct the infrastructure first, followed by Phases I and II. Mr. Tom Hareas (representing the Sembler Group) stated that the specific concern that Walmart had was regarding not violating stormwater pollution prevention regulations. He stated that the infrastructure work will be completed for both Phase I and Phase II.

Motion was made by Commissioner Holmes, seconded by Vice Mayor Crozier, to approve DA 12-01 - Pollack Partners Development Agreement - A Development Agreement Between the City of Largo, KB Crossroads, LLC, and PSREG Gateway North, LLC.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

ORDINANCE NO. 2012-01 - SECOND READING - ULMERTON AND STARKEY ROAD AREA COMPREHENSIVE PLAN AMENDMENT - PROVIDING, PURSUANT TO THE COUNTYWIDE RULES, CERTAIN ANNEXED PROPERTIES A FUTURE LAND USE MAP DESIGNATION OF COMMERCIAL GENERAL, INDUSTRIAL LIMITED, INDUSTRIAL GENERAL, AND TRANSPORTATION UTILITY - ADOPTED

The City of Largo annexed, under Ordinance No. 2011-17, unincorporated properties located in the vicinity of Ulmerton Road and Starkey Road into the corporate limits of the City. The annexation area consists of 90 parcels and portions of right-of-way along Ulmerton Road, together totaling 123.35 acres (mol). The annexed area is located on the northwest, northeast and southwest corners of Ulmerton Road and Starkey Road (see attached Exhibit "A" map).

Section 171.062(2), Florida Statutes, provides that if the area annexed was subject to a county land use plan and county zoning or subdivision regulations, these regulations remain in full force and effect until the municipality adopts a comprehensive plan amendment that includes the annexed area. Pursuant to the Pinellas County *Rules Concerning the Administration of the Countywide Future Land Use Plan* (Countywide Rules), annexed areas shall retain the same or a less intense Future Land Use Map (FLUM) designation as the Pinellas County *Countywide Future Land Use Plan Map* (Countywide Plan Map) designation. The City has initiated this Comprehensive Plan amendment to assign the annexed properties the same FLUM designation as the previously applied Countywide Plan Map designation (see attached Exhibit "C"). Attempting to assign the annexed properties with a different FLUM designation would require a more lengthy review process. The City has a process in place for individual property owners that wish to change the FLUM designation of their respective property. Once this comprehensive plan amendment is complete, property owners may formally apply for a land use change and staff will then conduct a full analysis, as outlined in Subsection 11301 of the Comprehensive Development Code, to determine if a land use change would be appropriate.

This Comprehensive Plan amendment will provide the annexed properties a FLUM designation of Commercial General, Industrial Limited, Industrial General, and Transportation Utility (see attached Exhibit "B" map and Exhibit "C"), and as depicted on the Countywide Plan Map, pursuant to the Countywide Rules.

On October 6, 2011 the Planning Board voted 4-0 to forward a favorable recommendation for this case to the City Commission. If approved by the City Commission, this amendment will be forwarded to the Florida Department of Community Affairs (DCA) for approval. This amendment will then go back before the City Commission for second and final reading after DCA approval.

The Florida Department of Economic Opportunity (FDEO) reviewed the City of Largo Comprehensive Plan Amendment and did not object to the proposed changes (see attached FDEO letter). On December 13, 2011 the

proposed amendment went before the Tampa Bay Regional Planning Council (TBRPC) and was approved without objection. Upon approval by the City Commission, the City of Largo Comprehensive Plan shall be amended incorporating the proposed changes, and a copy of Ordinance No. 2012-13 will be forwarded by the City Clerk to FDEO and TBRPC for their records.

City Clerk Bruner read Ordinance No. 2012-01 by title only.

Public Hearing/Questions:

None

Motion was made by Vice Mayor Crozier, seconded by Commissioner Holmes, to adopt Ordinance No. 2012-01 on second and final reading.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

Ordinance No. 2012-01 shall be effective, if the amendment is not timely challenged, 31 days after the state land planning agency notifies the City that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance.

LEGISLATIVE MATTERS

RESOLUTION NO. 2069 - AUTHORIZATION TO APPLY FOR THE URBAN AND COMMUNITY FORESTRY GRANT PROGRAM THROUGH THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, DIVISION OF FORESTRY - APPROVED

The Recreation, Parks and Arts Department is seeking City Commission support for the submission of an application to the State of Florida for the Urban and Community Forestry Grant Program. The Florida Department of Agriculture and Consumer Services (FDACS) Forestry Division is anticipating the receipt of federal funds for this initiative aimed to enhance local urban and community forestry programs and to improve the urban environment within the State of Florida.

This grant program requires a 50-50 match and provides up to \$20,000 to local governments for a variety of urban forestry projects including tree inventories and the associated hardware, software and equipment necessary to maintain the tree data and develop effective work management plans. The City of Largo's Urban Forestry program maintains the tree canopy within our community and has not received non-Recovery Act grant funding from the State towards its program since 2007. The use of a vendor for the occasional and specialized work of a tree inventory is beneficial as the Parks Division has experienced a reduction in staffing over the past five years.

If selected to receive funding, the monies would be used for an updated tree management computer program with enhanced web capabilities so crews in the field can access and update data. The grant would also provide funds to update the tree inventory. Tree inventories assist in the planning of work programs for more efficient and cost-effective approaches to urban forestry management, as well as assist in the preparation for and recovery after storm events. The data collected is vital when determining pre-disaster mitigation activities, such as proactive pruning, and in seeking disaster assistance after a storm event to replace uprooted and damaged trees.

The grant program will pay for hardware, software, related equipment, and fees paid to vendors to conduct the inventory. The data points which must be collected on each tree are too detailed to use volunteer labor, too time-consuming to devote staff to collecting, and involve equipment that is not practical to purchase outright.

Award announcement is expected on May 25. Those selected will have 60 days to execute the required documents. All work and related expenditures must be completed by July 31, 2013, and all reimbursement claims and reports submitted by September 1, 2013. The City participated in this grant program years ago, and has experience with the software and contracting required to successfully complete the inventory as well as to comply with grant requirements. In the past the City utilized Tree Fund monies in order to provide the match for such inventories, since tree inventories are one of the few allowable expenses for use of those funds. Therefore, staff is proposing to once again use the Tree Fund to provide the matching dollars. If selected to receive funding, the agreement, and a budget amendment for the matching funds, will be brought before the City Commission for review and approval.

Public Input:

1. Geoff Moakley stated his concern for spending money to update the tree inventory, as it should be updated continually. He stated that government money should be used better.

Questions:

Vice Mayor Crozier questioned the use of the grant funds. Mr. Brown stated that the current inventory only included 50% of the trees on public property and the grant will allow the City to finish the inventory, however staff does update the inventory during the course of their work. Vice Mayor Crozier asked whether tree equipment can be purchased with the funds. Ms. Waters stated that funding can go toward the updated web based system, and any ancillary equipment needed. Commissioner Holmes questioned the source of the matching funds. Ms. Waters stated that options will be presented to the City Commission along with a contract if the City is selected for funding. Commissioner Holmes stated that he would not support using General Fund money and questioned the balance in the Tree Fund. Mr. Brown stated that the project will prioritize the trees, provide a complete inventory as well as identify issues with any of the trees, and identify sites for new trees to be planted. Commissioner Brown questioned the continuing costs with the vendor once the inventory is complete, which Mr. Brown stated would be \$300 per year. Commissioner Arntzen questioned the original survey, which Mr. Brown stated was done by a vendor, partially paid for with grant funds. Mayor Gerard asked whether the inventory will identify at risk trees, to which Mr. Brown answered in the affirmative. He stated that damaged sidewalks will also be reported.

Motion was made by Commissioner Arntzen, seconded by Commissioner Brown, to approve Resolution No. 2069.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

APPROVAL OF SCOPE AND FEE WITH KING ENGINEERING ASSOCIATES, INC., IN THE AMOUNT OF \$79,809 FOR THE URBAN TRAILS - WEST BAY DRIVE AT PINELLAS TRAIL EVALUATION - APPROVED

The City's Downtown Largo Multimodal Plan is a vision for the future that shifts focus from the automobile to mobility through walking, biking, or taking transit by completing the network of sidewalks and bicycle facilities. To achieve this vision, the plan identifies projects to improve the bicycle and pedestrian network and make taking transit more convenient and safer, encouraging alternatives to vehicle travel within the study area. The Plan also serves as a platform to develop and program multimodal improvements using a phased approach over time. Expanding and improving the City's urban trail network is one of the four long-term strategic principles of the City of Largo Strategic Plan for improving quality of life within the community and is a key component of the City's multimodal plan.

The Urban Trails – West Bay Drive project was the highest ranked trail project within the multimodal plan. Currently, the City of Largo contains over three (3) miles of existing Pinellas Trail, which provide minimal access to the surrounding Largo community. This project will provide transportation enhancements by creating a new point of connection between the Pinellas Trail and the City of Largo's transportation network located within the City's West Bay Drive Community Redevelopment District (WBD-CRD). The purpose of the project is to improve the areas adjacent to the Pinellas Trail within the West Bay Drive Community Redevelopment District to provide trail access, enhance trail aesthetics, and connect to the downtown businesses, residential neighborhoods, and premium transit routes. Potential improvements include construction of a trail head and installation of way finding signs, street trees and landscaping. The project limits include the areas adjacent to the trail from 2nd Ave NW to Washington Avenue.

Staff has negotiated a scope and fee with King Engineering Associates, Inc., in the amount of \$79,809, to perform the preliminary engineering and evaluation phase of the project. King Engineering is currently under a Professional Services Agreement with the City of Largo and has successfully completed similar projects for the City and other local jurisdictions. The scope of work includes development of multiple conceptual design alternatives to accomplish the goals for the project including evaluation of transportation needs, utility conflicts, social impacts, economic factors, environmental impacts, right-of-way needs, and construction and operations costs. The scope also includes presentation of the proposed alternatives at a public workshop to gain community feedback. The results of the public meeting will be used to develop a recommended final design alternative, which will be presented to the City Commission for direction.

The scope and fee document has been sent to the City Commission electronically and posted to the City's website. Preliminary engineering, and property and easement acquisition are scheduled in FY 2012, design in FY 2013 and construction in FY 2014.

Public Input:

1. Geoff Moakley stated his concern that Engineering and Public Works staffs should do the project. He stated that a trail head was not needed.

Questions:

Commissioner Holmes questioned why this project was being done, as the Pinellas Trail did not go through downtown Largo. He stated that there were no signs on the trail indicating amenities or advertising. Ms. Stricklin stated that the urban trail plan was developed with significant public input. She stated that a real desire for trail amenities and bicycle and pedestrian circulation throughout the entire district was indicated, as well as a connection to the trail. She stated that the trail was within an area that the City was trying to revitalize and that staff was of the opinion that there was great potential in the area. Mayor Gerard questioned whether there are right-of-way issues. Mr. Dicus stated that property research was included in the scope of services. Mr. Dicus stated that the project has been coordinated with Pinellas County and the Metropolitan Planning Organization (MPO). Mayor Gerard stated that drinking water would be an important amenity, which Mr. Dicus stated could be included in the evaluation. Commissioner Holmes asked whether staff has talked to downtown property owners regarding the project, which Ms. Stricklin stated was in the scope of services. Commissioner Holmes stated that property purchase for sidewalk widening will be very expensive. He suggested doing the evaluation in house.

Motion was made by Vice Mayor Crozier, seconded by Commissioner Arntzen, to approve scope and fee with King Engineering Associates, Inc., in the amount of \$79,809 for the Urban Trails - West Bay Drive at Pinellas Trail evaluation.

Discussion:

Commissioner Brown stated that other communities that have benefited from the trail have ground level, efficient connections, however downtown Largo was not that far away. He stated that the concept was reasonable and one of the best uses of DTIF money.

Vote:

Voting Aye: Commissioners Smith, Arntzen, Crozier, Brown, Mayor Gerard

Voting Nay: Commissioner Holmes

Absent: Commissioner Murray

Motion carried 5-1.

AUTHORIZATION TO ENTER INTO THE ALLEN'S CREEK WATERSHED MANAGEMENT PLAN COOPERATIVE AGREEMENT WITH PINELLAS COUNTY - APPROVED

The purpose of this item is to request approval of the Cooperative Agreement between Pinellas County, the City of Largo, and the City of Clearwater to conduct the Allen's Creek Watershed Management Plan (Plan). The Plan will address water quality in the Allen's Creek drainage basin and will include the development of Best Management Practices designed to reduce the amount of pollutants which flow into Old Tampa Bay. The Allen's Creek Basin covers an area of approximately 7.7 square miles, or 5,600 acres, and is an impaired waterbody with a total maximum daily load for nutrients and dissolved oxygen as designated by the FDEP (62-303 F.A.C.). The Basin is located in a highly urbanized area of south central Pinellas County and is distributed throughout the jurisdictions of Unincorporated County and the cities of Largo and Clearwater. In general, the

drainage basin is bordered by Drew Street to the north, East Bay Drive to the South, Lake Avenue to the west, and Old Tampa Bay to the east (see attached Basin Map).

The Cooperative Agreement, which has been reviewed and approved by the City Attorney's Office, provides for implementation and cost sharing of the Plan between Pinellas County, the City of Largo, and the City of Clearwater. The estimated cost share portion of the project for the City of Largo is approximately \$113,327.50 (see table listed below). A copy of the Cooperative Agreement and Consultant Scope and Fee have been sent to the City Commission electronically and posted to the website.

PROJECT BUDGET AND COST ALLOCATION

Project Cost	\$650,000.00
Less SWFWMD Grant	-\$325,000.00
Cost Allocation Less Grant	\$325,000.00
Pinellas County (30.79%*)	\$100,067.50
City of Largo (34.87%*)	\$113,327.50
City of Clearwater (34.34%*)	\$111,605.00

*Percentage breakdown based on area (acreage) of watershed in County/City limit

Questions:

None

Motion was made by Commissioner Arntzen, seconded by Commissioner Holmes, to approve the Cooperative Agreement between the City of Largo and Pinellas County for the Allen's Creek Watershed Plan.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

AUTHORIZATION TO ENTER INTO THE STARKEY BASIN WATERSHED EVALUATION AND MANAGEMENT PLAN COOPERATIVE AGREEMENT WITH PINELLAS COUNTY - APPROVED

The purpose of this item is to request approval of the Cooperative Agreement between Pinellas County and the City of Largo to conduct the Starkey Basin Watershed Evaluation and Management Plan (Plan). The Plan will address water quality in the Starkey drainage basin and will include the development of Best Management Practices designed to reduce the amount of pollutants which flow into Boca Ciega Bay.

The Starkey Basin covers an area of approximately 12 square miles, or 7,400 acres, and is an impaired waterbody as designated by the FDEP (62-303 F.A.C.). The Basin is located in a highly urbanized area of central Pinellas County and it is almost equally distributed between the City of Largo and Unincorporated County. In general, the drainage basin is bordered by Belleair Road to the north, Boca Ciega Bay to the South, Clearwater

Largo Road to the west, and Upper Belcher Road to the east (see attached Basin Location Map).

The Cooperative Agreement, which has been reviewed and approved by the City Attorney's Office, provides for implementation and cost sharing of the Plan between Pinellas County and the City Largo. The estimated cost share portion of the project for the City of Largo is approximately \$150,000.00 (see breakdown in table listed below). A copy of the Cooperative Agreement and Consultant Scope and Fee have been sent to the City Commission electronically and posted to the website.

PROJECT BUDGET AND COST ALLOCATION

Project Cost	\$600,000.00
Less SWFWMD Grant	-\$300,000.00
Cost Allocation Less Grant	\$300,000.00
Pinellas County (50%*)	\$150,000.00
City of Largo (50%*)	\$150,000.00

*Percentage breakdown based on area (acreage) of watershed in County/City limits

Questions:

None

Motion was made by Commissioner Brown, seconded by Commissioner Holmes, to approve the Cooperative Agreement between the City of Largo and Pinellas County for the Starkey Basin Watershed Study.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

TRANSFER OF CITY-OWNED PARCELS TO THE COMMUNITY REDEVELOPMENT AGENCY - APPROVED

This item is to request City Commission approval of the transfer of eighteen (18) City-owned parcels to the Community Redevelopment Agency (CRA) for future disposition. The transfer would consolidate the property ownership and allow for one entity to market and sell the downtown parcels. The parcels are under four Fund Accounts: General, Community Development Block Grant (CDBG), Parkland Dedication (PD), and Local Option Sales Tax (LOST).

Attached is a table identifying the parcels, their existing Fund Account, and the original purchase price when appropriate (some parcels were donated).

Staff is recommending that the following actions take place with the transfer of these eighteen (18) properties:

- General Fund parcels be transferred to the CRA and no further action take place.

- CDBG Fund parcel be transferred according to an appraisal conducted at the expense of the CRA to determine the current value of the parcel. That price would then be paid by the CRA to the CDBG Fund to provide the proper transfer process required by the Federal government. The parcel is valued at \$25,000.
- PD Fund parcels be transferred to the CRA. These parcels are part of the City-owned Site "C" and "D" locations and the CRA would repay the PD Fund at the time of the sales. The repayment would be based on the price the City originally paid for the parcels which is \$189,000.
- LOST Fund parcels be transferred following the same procedure as the PD Fund parcels. The LOST Fund account would be repaid upon their sale. Sites "C" and "D" have several LOST parcels and the payback would be \$349,400, the amount paid by the City at the time of purchase.

The Community Development Staff has reviewed the proposed parcel transfer and repayment structure with the Finance Department and the City Attorney. Both have confirmed that this structure would meet the statutory and regulatory requirements for the LOST, Parkland Dedication and General Fund accounts. The Housing Division has also received a confirmation that the transfer of the CDBG parcel to the CRA with a market rate sale price determined by an independent appraiser is acceptable.

Questions:

Mayor Gerard questioned whether the land was in specific funds. Mr. Zimmet explained that the land was not in a fund, however it was purchased with funds having limitations on types of expenditures. He stated that the CRA had more ability to negotiate with developers than the City, as the City is limited because of the source of funds used to purchase the parcels. Commissioner Holmes questioned the fees. Ms. Brydon stated that the City will prepay for the CDBG property. Mr. Zimmet stated that the City will have to do the same thing, even if the properties are not transferred to the CRA. Mayor Gerard questioned where the funding will come from, which Ms. Brydon stated would be from the DTIF Fund. She stated that revenue from property sales will go first to the LOST and Parkland funds, with any remaining revenue funds going back into the CRA. Commissioner Holmes questioned whether proceeds will go back into the General Fund. Mr. Zimmet stated that the proposal is to not pay back the General Fund. Commissioner Brown stated that the just market value in the General Fund properties included the Community Center, which was no longer there.

Motion was made by Commissioner Brown, seconded by Vice Mayor Crozier, to approve the transfer of the eighteen parcels to the CRA and approve the repayment methods for parcels associated with CDBG, parkland dedication and LOST funds.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

ORDINANCE NO. 2012-26 - FIRST READING - AN ANNEXATION OF ONE PROPERTY LOCATED AT 3945 EAST BAY DRIVE, WITH CITY LAND USE DESIGNATION OF COMMERCIAL GENERAL - APPROVED

City Commission approval is requested for Ordinance No. 2012-26, an annexation of one parcel with a total land area of 0.865 acres (mol). After annexation into the City of Largo and a Comprehensive Plan amendment, the property will retain the same Countywide Future Land Use Plan Map designation of Commercial General (CG) as provided for in unincorporated Pinellas County. Annexation of this property by the City of Largo is pursuant to criteria contained in Chapter 171, Florida Statutes. The property is being voluntarily annexed; the property owner submitted a petition for annexation to the City. The Pinellas County Board of County Commissioners was noticed on March 8, 2012 for review and comment. The City has not received any objections. All City Departments reviewed this annexation and indicated services can be provided to the property.

The following incentives were provided to the property owner prior to annexation: in-City Solid Waste Collection rates, in-City Sanitary Sewer rates, and \$2,000 to be used towards building permits and landscaping improvements that occur after annexation. It should be noted that the property at 3945 East Bay Drive was recently redeveloped under Pinellas County regulations and received their Certificate of Occupancy from the County earlier this year. The following depicts the estimated annual revenues expected from this annexation:

PROJECTED REVENUES	
Ad Valorem -----	\$2,426
Sanitary Sewer (In-City) -----	\$297
Utility Tax & Franchise Fee -----	\$1,800
Stormwater Fee -----	\$652
Communications Services Tax -----	\$674
Sanitation -----	\$600
TOTAL PROJECTED REVENUES -----	\$6,449
LESS: CURRENT REVENUES	
Fire District (Largo) -----	\$1,870
Sanitary Sewer (Out-City)-----	\$372
TOTAL CURRENT REVENUES -----	\$2,242
NET PROJECTED ANNUAL REVENUES -----	\$4,207

City Clerk Bruner read Ordinance No. 2012-26 by title only.

Questions:

Vice Mayor Crozier questioned when Chase applied for annexation. Mr. Nino stated that he approached the applicant during the site plan review process, approximately eighteen months ago. He stated that they began receiving in-City rates as soon as a Certificate of Occupancy was issued. Commissioner Brown asked whether the monument signs complied with the proposed sign ordinance. Mr. Nino stated that Chase has been informed that they were not in compliance with the monument sign provision. Commissioner Arntzen questioned the \$2,000 for landscaping, which Mr. Nino stated could be used for landscaping at a later date and that he did not believe the funds could be used to change their sign. Mayor Gerard asked whether they could come back to the City later with such a request, to which Mr. Nino stated that they could.

Motion was made by Vice Mayor Crozier, seconded by Commissioner Brown, to approve Ordinance No. 2012-26 on first reading and schedule a second reading and public hearing on April 17, 2012.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

ORDINANCE 2012-27 - FIRST READING - AMENDING COMPREHENSIVE DEVELOPMENT CODE SUBSECTION 5601 TO ALLOW A DEVELOPMENT AGREEMENT TO HAVE A MAXIMUM TERM OF 30 YEARS AND PROVIDING FOR A DEVELOPMENT AGREEMENT TO BE EXTENDED BY MUTUAL CONSENT OF THE CITY AND THE DEVELOPER - APPROVED

On February 7, 2012 the City Commission directed staff to prepare an amendment to Comprehensive Development Code (CDC) Subsection 5601 to allow a Development Agreement to have a maximum term of thirty (30) years. Currently, the CDC limits the duration to 10 (ten) years based upon previous statutory language.

The proposed ordinance amends Subsection 5601 "Development Agreement (DA) procedures", in two places: (D) (2) c, to allow the duration of a DA not to exceed 30 (thirty) years; and a new provision (J) has been added to reflect statutory language in S. 163.3229, F.S. providing that the duration of a DA can be extended by mutual consent.

Staff presented this amendment to the Planning Board on March 1, 2012 and to the Community Development Advisory Board (CDAB) on March 5, 2012. The Planning Board (7-0) and CDAB (5-0) voted to forward a favorable recommendation to the City Commission.

City Clerk Bruner read Ordinance No. 2012-27 by title only.

Questions:

None

Motion was made by Commissioner Brown, seconded by Commissioner Arntzen, to approve Ordinance No. 2012-27 on first reading and schedule a second reading and public hearing on April 3, 2012.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

ORDINANCE 2012-28 - FIRST READING - AMENDING COMPREHENSIVE DEVELOPMENT CODE

CHAPTER 3, SUBSECTIONS 3100 - 3600 TO ALLOW FOR THE ADOPTION OF THE EFFECTIVE EDITION OF THE STATE OF FLORIDA BUILDING AND TECHNICAL CODES - APPROVED

Ordinance No. 2012-28 would amend Chapter 3, Subsections 3100 - 3106 of the Comprehensive Development Code (CDC) to reflect the State of Florida mandated changes in the Florida Building and Technical Codes as well as the National Electric Code, effective March 15, 2012. The proposed amendments are necessary to bring the CDC into compliance with the effective editions of the 2010 Building Code, Mechanical Code, Plumbing Code, Fuel Gas Code and Fire Prevention Code, and the 2008 edition of the National Electric Code.

Staff presented this amendment to the Planning Board on March 1, 2012. The Planning Board voted (7-0) to forward a favorable recommendation to the City Commission.

City Clerk Bruner read Ordinance No. 2012-28 by title only.

Questions:

None

Motion was made by Commissioner Brown, seconded by Commissioner Holmes, to approve Ordinance No. 2012-28 on first reading and schedule a second reading and public hearing on April 3, 2012.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

ORDINANCE NO. 2012-30 - FIRST READING - AMENDING THE FY 2012 COMMUNITY DEVELOPMENT DEPARTMENT BUDGET BY APPROPRIATING EXPENDITURES OF \$225,000 FROM THE UNASSIGNED COUNTY GAS TAX FUND BALANCE FOR THE REPLACEMENT OF THE RAILROAD CROSSING ON WEST BAY DRIVE WEST OF SEMINOLE BOULEVARD - APPROVED

The CSX railroad crossing on West Bay Drive (west of Seminole Boulevard) has multiple failed panel sections, requiring crossing replacement. Pursuant to federal statute 43 U.S.C. §§ 934-39, railways have primacy over public lands adjacent to the railroad line. It is the City's responsibility to pay for repair and replacement costs related to repair the railroad crossing. However, since the work will be conducted on CSX property, the work must be scheduled through, and performed by, CSX.

The work proposed would replace the rubber panel railroad crossing with a new concrete crossing, similar to the one recently installed on Ulmerton Road. A concrete crossing structure will also be installed at the Seminole Boulevard crossing later this year, to be paid for by the Florida Department of Transportation (FDOT) since that is a state road.

CSX anticipates construction of this project to be underway in the summer of 2012. An actual agreement cannot

be finalized until after CSX completes its engineering design for the crossing. CSX has, however, provided a working estimate of \$180,000 for the design and construction of the crossing. The City anticipates there may be additional costs in the amount of \$45,000 required prior to and during construction, to include sidewalk design and construction, public notifications and maintenance of traffic (total of \$180,000 + \$45,000 = \$225,000).

Staff proposes to pay for this project using County Gas Tax, which has an estimated available fund balance of \$2.9 million. Approval of this budget amendment would not obligate the performance of this work or payment of funds. Approval of an agreement with CSX will be brought to the City Commission at a later date for formal consideration.

City Clerk Bruner read Ordinance No. 2012-30 by title only.

Questions:

Commissioner Holmes questioned where Route 686 officially ended. Mr. Staffopoulos stated that Alternate 19 was relocated to stay strictly on Seminole Blvd., a part of which transaction was that the City received West Bay Drive from Missouri Avenue to Clearwater-Largo Road and also received Clearwater-Largo Road from West Bay Drive to Belleair Road. Commissioner Brown questioned the sidewalk improvements. Mr. Dicus stated that staff will ensure that the improvements are cohesive and uniform crossing through the sidewalk and also determine if there is a need to widen the sidewalk and install additional signage.

Motion was made by Commissioner Arntzen, seconded by Vice Mayor Crozier, to approve Ordinance No. 2012-30 on first reading and schedule a second reading and public hearing on April 3, 2012, and authorize staff to work with CSX Railroad Corporation to draft an agreement for the replacement work, for submittal to the City Commission.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

STAFF REPORTS II

MORATORIUM ON PARKLAND IMPACT FEES AND FACILITY/CAPITAL IMPROVEMENTS FEES - CONSENSUS TO PREPARE ORDINANCE

Staff is requesting City Commission direction to create a temporary moratorium on the assessment and collection of parkland impact fees and facility/capital improvements fees to provide an incentive for residential development. The residential market, particularly the multi-family sector, is becoming more active and increasingly competitive. Residential developers have identified to City staff that the parkland and facilities fees represent a barrier to project feasibility, meaning that these residential projects may choose not to develop in Largo but may go to another jurisdiction that either does not charge similar fees or whose fees are lower.

Currently in order to secure credits for on-site amenities to mitigate the project costs associated with the parkland and facilities fees, developers must apply for a Development Agreement.

Comprehensive Development Code (CDC) Section 6600 contains two fees for residential development: Parkland Impact and Facility/Capital Improvements (see attached Fee Schedule). The Parkland Impact fee was revised in 2009 to create a standard fee amount, replacing a formula that was previously used on a project by project basis. The second fee, Facility/Capital Improvements, is calculated based upon a formula contained in the ordinance. The fees paid into these funds must be used for parkland acquisition and capital improvements, respectively. As of February 2012, the balances in these accounts are: Parkland, \$1,350,200 and Facilities/Capital Improvements, \$659,000.

If the City Commission wishes to proceed, staff will prepare an ordinance for consideration at a regular City Commission meeting with the following terms. The moratorium would be in effect for a limited time period of 24 (twenty-four) months. During this time, staff will include revisions to these fees as part of the Comprehensive Development Code update. The terms of the moratorium would require that the project receive building permits within the moratorium period and receive a certificate of occupancy within 12 (twelve) months of building permit issuance. Projects would not be vested for the waiver of the fee, because the intent is to immediately stimulate residential development.

Discussion:

Mayor Gerard thanked staff for bringing this item forward and stated that she supported the proposal. Vice Mayor Crozier questioned the impact on commercial developers, to which Ms. Stricklin stated that the fees did not apply to commercial development. Commissioner Holmes stated that he supported the proposal and questioned how long the fund will last with no additional money. Ms. Stricklin stated that the fund is not drawn on frequently. Ms. Byrne stated that the fund was used for Datsko Park and for the expansion of the Bayhead site. She stated that it was difficult to estimate use of the fund. Mayor Gerard asked how soon an ordinance can be brought forward, to which Ms. Stricklin stated that staff's intent was to bring an ordinance to the second meeting in April for first reading. It was the consensus of the City Commission to support preparation of an ordinance.

DISCUSSION OF A DRAFT ORDINANCE AMENDING THE CITY OF LARGO CODE OF ORDINANCES TO PROVIDE PROCEDURES FOR ISSUANCE OF A TRESPASS WARNING FROM PRIVATE AND CITY-OWNED PROPERTIES - CONSENSUS TO PREPARE ORDINANCE

A draft ordinance is attached for the City Commission's consideration to amend the Code of Ordinances by creating Sections 15-2 and 15-3 to provide procedures for issuance of a trespass warning from private and city-owned properties. Specifically, section 15-2 addresses trespass from private properties and provides that it is unlawful for persons to enter into or remain on any property without the owner's consent. Section 15-3 addresses trespass from public (city-owned) properties and provides that a trespass may be issued to any individual who violates a City ordinance, rule or regulation or state law or lawful directive of a City employee while on or within a City facility, building or outdoor area (including parks). The ordinance provides a graduated scale for treatment of first time offenders vs. repeat offenders and provides some leniency to minors vs. adults.

This ordinance was drafted through the combined efforts of the City Attorney's Office and the Police Department with input from the Recreation, Parks and Arts Department and the Largo Library (recognizing those two Departments will be most effected by this ordinance). This effort was prompted by a call from the Pinellas County State Attorney's Office (PCSAO) to the Largo Police Department during which the PCSAO indicated that it will no longer prosecute trespass cases from the City. This decision is based on a requirement

from state statute which provides that a police officer must have prior, written authorization from a property owner to issue a trespass warning on behalf of said owner. Although a Largo Police Officer is an employee of the City, and is generally authorized to carry out the necessary functions of a municipal police department/officer, the PCSAO still requires specific authorization from the City Commission (as "owner" of municipal/public properties) before Largo police officers may issue trespass warnings from public property. This ordinance will satisfy both the statutory and PCSAO requirements.

Discussion:

Mayor Gerard stated that the ordinance was a good alternative to a Police response each time. Vice Mayor Crozier questioned whether CSX can give the City a letter authorizing the City to give trespass warnings to the kids that play on the tracks, to which Lt. Slaughter stated that the ordinance would apply. Commissioner Holmes stated that he was in favor of the ordinance and questioned the trespass warning, which Lt. Slaughter stated was a warning to leave the property immediately and that the individual would be arrested if they did not leave. He stated that the individual can be arrested for a second offense. Commissioner Smith questioned the impact on prior cases, to which Lt. Slaughter stated that the ordinance will only apply to future cases. Commissioner Smith also questioned the one year period. Ms. Hale explained that it will be one year on the first issuance. It was the consensus of the City Commission to support the ordinance.

Mayor Gerard recessed the City Commission meeting and convened the meeting of the Community Redevelopment Agency.

NOTE: Commissioner Holmes left the meeting at 8:12 pm and returned to the meeting at 8:14 pm.

COMMUNITY REDEVELOPMENT AGENCY

APPROVAL OF THE WEST BAY DRIVE COMMUNITY REDEVELOPMENT DISTRICT ANNUAL REPORT FOR FISCAL YEAR 2011 - APPROVED

The purpose of this item is to request Community Redevelopment Agency (CRA) approval of the West Bay Drive Community Redevelopment District Annual Report for FY 2011 based upon the City of Largo Comprehensive Annual Financial Report. This action is required in order to fulfill statutory reporting requirements for the CRA. Section 163.356, Florida Statutes requires the preparation of an annual report that includes a complete financial statement for the fiscal year setting forth assets, liabilities, income and operating expenses for the year. The City Commission, acting as the CRA, is required to file a copy of the annual report with the City of Largo and the Auditor General and make the report available for public inspection. In addition, a copy of the financial audit, contained in the annual report, must be provided to each taxing authority (Pinellas County), pursuant to Section 163.387(8), Florida Statutes.

Tax Increment Financing is a tool for local governments that has established a community redevelopment area and redevelopment trust fund pursuant to Florida Statutes Chapter 163, Part III. The Largo City Commission was designated as the CRA for the West Bay Drive Community Redevelopment District for the administration of the redevelopment activities related to tax increment financing. The West Bay Drive Downtown Tax Increment Financing (DTIF) fund was established in 2000 and collection of tax increment revenues began in FY 2002.

The FY 2011 Annual Report continues to follow the template of past reports by providing a detailed look at the CRA and what investments have taken place both private and public. Sections such as the demographic overview of the community and redevelopment that occurred over the past year are once again in the report.

Upon acceptance of the document by the Largo City Commission, acting as the CRA, the report will be filed with the Largo City Clerk and with the Auditor General, and be made available for public inspection as required by Section 163.356(3)(c), Florida Statutes. Copies of the West Bay Drive Annual Report for FY 2011 will also be sent to the Pinellas County Board of County Commissioners and the required County Department for public inspection.

Discussion:

None

Motion was made by Vice Mayor Crozier, seconded by Commissioner Arntzen, to accept the West Bay Drive Community Redevelopment District Annual Report for FY 2011.

Vote:

Voting Aye: Commissioners Smith, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Holmes, Murray

Motion carried 5-0.

TRANSFER OF CITY-OWNED PARCELS TO THE COMMUNITY REDEVELOPMENT AGENCY - APPROVED

This item is to request that the Largo Community Redevelopment Agency (CRA) accept the transfer of eighteen (18) City-owned parcels from the City of Largo for future disposition in order to consolidate the ownership of the properties under one authority for marketing and ultimate sale. The parcels are currently under four Fund Accounts: General, Community Development Block Grant (CDBG), Parkland Dedication (PD), and Local Option Sales Tax (LOST).

The following actions will take place under the transfer of these eighteen (18) properties:

- Seven (7) General Fund parcels be transferred to the CRA with no financial action.
- A single CDBG Fund parcel be transferred and payment be made to the CDBG Fund in the amount of \$25,000 based on an independent appraisal conducted on the parcel.
- Two (2) PD Fund parcels be transferred to the CRA. These parcels are part of the City-owned Sites "C" and "D" locations and the CRA will pay the PD Fund at the time of the sales. The payment price for these parcels is \$189,000.
- Eight (8) LOST Fund parcels will follow the same procedure as the PD Fund parcels. The LOST Fund account will be paid upon the sale of Sites "C" and "D" in the amount of \$349,400.

Discussion:

None

Motion was made by Commissioner Arntzen, seconded by Commissioner Brown, to approve the transfer of the eighteen parcels to the CRA and assume the payment arrangement for these parcels.

Discussion:

Mr. Zimmet stated that the City Commission will not see this item again and that staff will proceed with preparing the necessary paperwork for execution by the Mayor.

Vote:

Voting Aye: Commissioners Smith, Holmes, Arntzen, Crozier, Brown, Mayor Gerard

Absent: Commissioner Murray

Motion carried 6-0.

UPDATE TO CLEARWATER-LARGO ROAD COMMUNITY REDEVELOPMENT DISTRICT PLAN - CONSENSUS TO SUPPORT

The Clearwater-Largo Road Community Redevelopment District (CLR-CRD) Plan (the "Plan") was amended in 2009 by Ordinance 2009-05 to include 18.10 acres of annexed parcels into the District. Rather than amend the entire plan through textual changes, the City received permission from the Pinellas Planning Council (PPC) to update the Plan through the addition of Appendix B, which contains revised maps, tables, legal descriptions and text reflecting the changed characteristics of the Plan once the annexed parcels were incorporated. This boundary change however, necessitates that a considerable amount of information be updated to reflect the new boundaries of the District and to update outdated sections and statutory requirements.

Staff is seeking authorization from the Community Redevelopment Agency (CRA) to bring the Plan into a format that is consistent with the formatting of the West Bay Drive Community Redevelopment District Plan (WBD-CRD). These changes include consolidating the appendices, updating the table of allowable uses, updating capital improvements projects, inserting language referring to the Multi-Modal Transportation District, and removing references to now defunct programs and policies. Pinellas County Planning staff has assured City staff that an update will not trigger a traffic study.

Staff is not proposing to make changes to the existing densities, Future Land Use designations, or to the boundaries of the Plan. Financial incentives are not proposed under the updated Plan.

The proposed amendment schedule is as follows:

- May 2012 through July 2012 – Staff will present a request for authorization to amend the Plan to the Pinellas Board of County Commissioners (BCC). Staff will then hold public involvement meetings, present a draft version of the Plan to the Community Development Advisory Board (CDAB) and present a finalized draft Plan to the Community Redevelopment Agency (CRA).
- September 2012 through November 2012– Staff will present a finalized draft Plan to the Planning Board during a Public Hearing and afterward will present a First Reading of the Plan to the CRA. Staff will then proceed to present the Plan to the Planning Area Council. The Plan will subsequently be presented to the BCC, and to the Pinellas Planning Council (PPC).
- December 2012 through January 2013 – The Plan will be presented by staff for approval or denial of the proposed changes to the Countywide Planning Authority, then presented to the CRA during a Public Hearing for a Second Reading for approval, contingent upon the Board of County Commissioners' approval. Last, the Plan will be presented to the BCC for a resolution to approve the Plan.

Additional meetings may be scheduled if needed with the Governor's Department of Economic Opportunity

Office.

Discussion:

Commissioner Brown stated that there were two parcels listed on the map as Recreation/Open Space, however Habitat for Humanity houses have been built on them. Ms. Stricklin stated that staff will look at changing the designation of these parcels. It was the consensus of the City Commission to support updating the plan.

Mayor Gerard adjourned the Community Redevelopment Agency meeting and reconvened the City Commission meeting.

ITEMS FROM CITY ATTORNEY, COMMISSION, MAYOR, CITY MANAGER

Commissioner Holmes requested that the Tree Fund balance be included in the City Manager's Report.

Commissioner Brown stated that the Tampa Bay Host Committee for the Republican National Convention was looking for volunteers and anyone interested could contact him or find the information on line.

Mayor Gerard questioned the status of the Paradise Mobile Home Park study. Mr. Craig stated that the report should be ready in a few weeks. Mayor Gerard questioned the deadline for pole signs to be removed. Mr. Craig stated that it was in five years and that information will be sent with business tax receipt renewals. Mayor Gerard asked whether there was any money for incentives for property owners to replace their signs earlier. Mr. Craig stated that staff will look into this issue.

Mr. Craig referenced agenda Item 12 and stated that there was presently an issue that will cause the City to go over \$400,000 this year.

SUMMARY OF ACTION ITEMS

1. Request by Commissioner Holmes that staff provide the current balance in the Tree Fund in the City Manager's Report.
2. Request by Mayor Gerard that staff determine whether this is funding available to provide incentives for property owners to replace non conforming signs before the deadline.

ADJOURNMENT

The meeting adjourned at 8:21 pm.

Diane L. Bruner, CMC, City Clerk