

CITY OF LARGO CITY COMMISSION REGULAR MEETING

October 16, 2018
Minutes

COMMISSION PRESENT: Mayor Brown, Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll

COMMISSION ABSENT: None

PARTICIPATING STAFF PRESENT: City Mgr. Schubert, City Attorney Zimmet, Asst. City Mgr. Staffopoulos, Deputy City Clerk Fogarty, Web & Marketing Specialist Fatkin, Communications & Marketing Dir. Oyer, Chief Undestad, Ofc. Berard, Ofc. Quattlebaum, Chief Pittman, FF/EMT Campbell, HR Dir. Sinz, MA DiFiore, PW Dir. Usher, Eco. Dev. Mgr. Brydon, Planning Mgr. Perez, Engr. Rocke, Eng. Dir. Woloszynski, Com. Dev. Dir. Stricklin

Mayor Brown called the Regular Meeting to order at 6:01 pm.

Invocation was given by Reverend Robert Martin, St. Paul United Methodist Church

CEREMONIAL

RECOGNITION OF TOP AWARDS FOR LARGO'S NEW BRAND, LOGO AND WEBSITE ALONG WITH THE PRESTIGIOUS DIAMOND AWARD FROM 3CMA

The City of Largo Communications & Marketing team is very excited to announce the winning of three top Savvy awards and a highly-acclaimed Diamond Award at the 30th Annual 3CMA Conference in Milwaukee, WI on Thursday, September 6.

Winning one of the first, top Savvy awards in the Marketing & Tools category, Largo's new logo was highly applauded by the judges panel. Extremely impressed by the in-house branding efforts, judges praised the overall cohesive and versatile design that fits a range of needs in our community.

Impressed by the eye-catching graphics and infographic style, the all-new Largo.com also received the top award in Digital Interactive: Overall Website category. Judges noted the interactive, modern layout and design that "has set the new standard for government websites."

Last but certainly not least, the 3CMA panel awarded the City of Largo with not just the top Savvy award in Community Visioning, but also with the "best of the best" Diamond Award! Applauded for ongoing community engagement and consistency, Largo's vision and brand has made its mark in the world of City-County Communicators and Marketers.

3CMA, City-County Communications & Marketing Association, is the nation's premiere network of local government communicators. The Communications and Marketing team is proud to be bringing back to Largo these prestigious awards and looks forward to sharing this mark of achievement with our community of choice, naturally!

Ms. Fatkin commented on the award ceremony and how honored they were to win. She commented that the City was recognized as setting the bar for government websites. The Communications and Marketing Department was congratulated by the City Commission, City Manager, City Attorney and Assistant City Manager.

PROCLAMATION FOR INFANT SAFE SLEEP AWARENESS MONTH AND PRESENTATION

According to the CDC, about 3,500 babies in the U.S. die preventable sleep-related deaths each year. On

average, a healthy baby suffocates while sleeping unsafely every month in Pinellas County.

In an effort to prevent these deaths, a local campaign called, Sleep Baby Safely, has been created by Pinellas County leaders. The campaign includes Infant Safe Sleep Training, Direct On-Scene Education, website and social media campaign.

Largo PD will have a certified trainer who will be able to train our officers. They will then be able to recognize those residents in need of infant safe sleep training or proper bedding while they are responding on unrelated calls in the community. The certified trainer will follow-up with the resident to provide training and other services as needed.

Deputy City Clerk read the proclamation aloud.

Chief Undestad appreciated Pinellas County reaching out to them to be a part of this effort. Officer Berard spoke regarding the training program to help babies sleep safely. He stated officers will be trained to identify when a family is in need of this training. April Putzulu, from the Juvenile Welfare Board, thanked everyone for their participation with the program.

RECOGNITION OF COMMUNITY PARTNER IMPERIAL PALMS

Imperial Palms has partnered with the Largo Police Department in support of their new SafetyNet program which will begin this year.

SafetyNet is an innovative tracking technology that uses a commercially-produced tracking system to locate individuals who wander off and may become lost. Other local law enforcement agencies have implemented this program with many successful rescues and annually locates dozens of individuals using the technology.

The LPD SafetyNet initiative will provide an opportunity to reduce emergency service hours for individuals who wander, and ultimately help save lives by decreasing search times and increasing the probability of a safe return home.

Through their generous donation of \$3,300, Imperial Palms has enabled the Largo Police Department to purchase an additional 8 SafetyNet locator bracelets to be used by vulnerable seniors in our community.

Thank you for your donation and we would like to recognize Imperial Palms as an outstanding Community Partner.

Chief Undestad thanked the Community Partnership with Imperial Palms. He presented a certificate to the Imperial Palms group. Officer Quattlebuam spoke to the program and noted they are hoping to get the program up and running in 2019. Imperial Palms thanked staff for the opportunity to work with the City and Safety Net.

SWEARING IN OF FIRE CHIEF PITTMAN

City Manager Schubert is proud to introduce the newest member of the City's Executive Leadership Team: Fire Chief Chad Pittman.

Chief Pittman was employed by the Palm Harbor Fire Rescue Department for 26 years, the last 5 years as Deputy Chief of Operations. His credentials include: Chief Fire Officer Designation from the Center for Public Safety Excellence, Executive Fire Officer from the National Fire Academy, Master's Degree in Public Administration from Troy University, Bachelor's Degree in Public Safety Administration from St. Petersburg College, and certified Paramedic, among many other fire rescue certifications.

Chief Pittman was selected after two national searches to replace former Chief Willis, who left the City to move to Utah. While the City Charter provides for the appointment of department directors by the City Manager, the selection process included three interview panels: Executive (City Manager, Assistant City Manager, Police Chief, and Human Resources Director), Fire Department Management (Division, Assistant, and District Chiefs), and Fire Department Employee (Firefighter EMT's and Paramedics, Fire Lieutenants, including IAFF leadership).

Largo fire rescue is a highly professional and respected department, with a class 1 (the highest available) ISO rating. The department provides fire suppression, emergency medical service, technical rescue, hazardous material, public education, emergency management, and fire inspection services to not just the city of Largo, but also the city of Belleair Bluffs, the town of Belleair, and a fire district within unincorporated Pinellas County. Chief Pittman is dedicated to continuing this legacy of excellence and furthering the city of Largo's vision to be the community of choice in Tampa Bay.

City Manager Shubert provided a brief background of the new Fire Chief Pittman and explained the city's process of making their selection. City Attorney Zimmet swore in Fire Chief Pittman. He was congratulated by the City Commission, City Manager, City Attorney and Assistant City Manager.

Swearing In Of Fire Rescue's New EMT

Fire Rescue is proud to introduce our newest member: Firefighter/EMT Amanda Campbell.

Please join Fire Administration in congratulating our newest team member.

Fire Chief Pittman read a brief summary of her background. City Attorney Zimmet swore in Firefighter/EMT Campbell. She was congratulated by the City Commission, City Manager, City Attorney and Assistant City Manager.

CITIZEN COMMENT

Lindsay Cross commented that she is running for the Florida State Senate. She wanted to learn more about the Largo community. She appreciated all the effort that this community has put in. She noted the importance of Home Rule and hopes to work towards keeping it going. She congratulated the City and thanked them for the opportunity to speak.

Geoff Moakley spoke regarding the Plaza. He stated this Commission is dedicated to promoting Largo any way they can. He noted that the Plaza was not budgeted originally but now is a much higher price than estimated. He stated the City is spending its money frivolously. He felt the monument did not represent Largo.

AGENDA – APPROVED

Approval of the Regular Commission Meeting agenda of October 16, 2018.

Discussion:

None

Motion was made by Commissioner Holmes, seconded by Vice Mayor Smith, to approve the agenda for the Regular Meeting of October 16, 2018.

Vote:

Voting Aye: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried 7-0.

MINUTES – APPROVED AS AMENDED

Approval of the Regular City Commission Meeting minutes of October 2, 2018 as on file in the City Clerk's Office.

Discussion:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Robinson, to approve as amended the minutes of the Regular Meeting of October 2, 2018.

Vote:

Voting Aye: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried 7-0.

CONSENT DOCKET - APPROVED

AUTHORIZATION TO PURCHASE CELLULAR VOICE AND DATA SERVICES FROM AT&T MOBILITY IN ACCORDANCE WITH STATE CONTRACT NO. DMS-10/11-008A IN THE ESTIMATED ANNUAL AMOUNT OF \$55,000

The City of Largo has been using AT&T Mobility for cellular voice telephone services since October, 2013. The initial cellular voice contract was for three years and currently the city is under the terms and conditions of the state contract, which is in effect until January 10, 2022. This cellular voice service is used by all city departments. The rate is \$0.06 per minute per call and provides several base cellular phone models at no cost to the city. These services are also used by the police department as an emergency secondary connectivity method in case of failure by the primary cellular data services provider. Due to the deployment of smartphones, data services are also now included in this purchase.

AUTHORIZATION TO PURCHASE CENTRANET TELEPHONE VOICE SERVICES FROM THE STATE OF FLORIDA DEPARTMENT OF MANAGEMENT SERVICES IN THE ESTIMATED AMOUNT OF \$85,000 FOR THE PERIOD OF OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2019

Centranet is a communications service offered by the State of Florida Department of Management Services. The City receives the Primary Rate Interface (PRIs) from Centranet. The PRI consists of 2 digital circuits that allow up to 46 simultaneous external voice calls (local and long distance). This service provides the primary land line voice services for phone number 727-587-6700 which allows for incoming and outgoing calls through the City telephone system serving City telephones on the internal 4 digit dialing plan. Most of the Direct Inward Dialing (DID) numbers are served by these PRI circuits. The use of 2 circuits allows for redundancy should one circuit become disabled.

Centranet is also used to provide telephone service (local and long distance), voice mail, and fax services for City locations that are not connected to the City's main PBX telephone system.

For the current fiscal year, monthly Centranet services have averaged approximately \$7,085, depending on the number of active voice circuits, active services, and the volume of long distance telephone calls that were generated by City staff. The pricing for these services is negotiated by the State of Florida with local exchange providers resulting in a lower cost for the same traditional communication services offered commercially.

This item is included in the below budgeted amount, along with the cellular voice and data services, agenda item 7, as well as the internet service and leased network connection portion of agenda item 11.

AUTHORIZATION TO PURCHASE CELLULAR DATA WIRELESS SERVICES FROM VERIZON WIRELESS IN THE ESTIMATED AMOUNT OF \$174,932 FOR FY 2019, IN ACCORDANCE WITH FLORIDA STATE CONTRACT NO. DMS-10/11-008C

The City of Largo utilizes cellular wireless data services for mobile City devices to improve efficiencies in work flow. This essentially moves the employee's office to wherever their work requires, and minimizes the need for the employee to return to their physical office. Each mobile device that requires a connection to the City network (such as laptop computers) requires a cellular data card.

The wireless data cards currently deployed and in use by the City Departments are as indicated in the table below:

Dept	Wireless Cards	FY2018 Cost
AD/FI	7	\$3,031.00
CD	14	\$6,062.00
EN	4	\$1,732.00
ES	78	\$33,774.00
FD/EOC	41	\$17,753.00
HR	1	\$433.00
IT	25	\$10,825.00
PD	185	\$80,105.00
PW	33	\$14,289.00
RP	16	\$6,928.00
TOTAL	404	\$174,932.00

AUTHORIZATION TO PURCHASE VARIOUS INFORMATION TECHNOLOGY WIRING AND CABLING SERVICES FROM COMCO COMMUNICATION INSTALLATION & SERVICE CO. INC. IN ACCORDANCE WITH FLORIDA DEPARTMENT OF MANAGEMENT SERVICES SUNCOM IN THE ESTIMATED AMOUNT OF \$100,000

Information Technology (IT) staff utilizes Comco Communication Installation & Service Co. Inc. (Comco) for installation, testing, and repair of network cabling, panels, conduits, ports, and other related items. The City has a twenty year history working with Comco on a variety of projects, ranging from small cable runs to major capital projects such as the Fiber Optic Network Reconfiguration.

This request is for authorization of a blanket purchase order to Comco for FY 2019. This authorization will not encumber any funds or guarantee any work. Total spending with Comco was approximately \$100,000 in FY 2018. Comco has agreed to honor the terms and pricing of their contract negotiated with the State of Florida SUNCOM program, which is the FL Department of Management Services program to provide superior telecommunications services more cost effectively to state and local governments by achieving economies of scale with enterprise planning and procurement.

AUTHORIZATION TO PURCHASE CABLE TV AND INTERNET SERVICES FROM SPECTRUM, INC. IN THE ESTIMATED AMOUNT OF \$125,000 FOR FISCAL YEAR 2019

The City receives both Internet cable modem service and cable television service from Spectrum, Inc. Spectrum has purchased Bright House Cable, which was our previous vendor. The services we are receiving are basically the same as in previous years from Bright House. The most significant part of this purchase is the provision of Internet service used by the City for general Internet access, as well as to connect distant sites (Fire stations,

Golf Course, Recycling Center and Environmental Services) to the City's main computer network. Sites where fiber optic cable is not available are generally connected by these cable data circuits.

This year, Spectrum cable TV service has gone 100% digital, and now requires a digital cable box at each television in the City that needs TV reception. An analysis has been done and the City will require a total of 137 cable boxes at an annual cost of approximately \$15,000. Including installation charges and additional cable service levels, the total for FY 2019 cable TV service will be approximately \$25,000. Without these boxes, there would be no television reception available at any City facilities, including Public Safety facilities and those utilized by the public, such as Recreation Centers and the Library.

FY 2019 funding for the Internet circuits continues to remain within the IT Department's budget. Customer Departments will be responsible for the cost of their own cable boxes. Most City facilities have been provided complimentary basic cable TV service in the past, and Spectrum has indicated that this will continue. Service levels above basic cable TV are charged to their respective locations. An example would be the recreational common areas in the Fire stations. Currently, the estimated annual charges break down as follows:

Internet Service	Leased Network Connection	Cable Service
55,000	45,000	25,000

AUTHORIZATION TO PURCHASE HEAVY DUTY TIRES AND SERVICES FROM CALLAGHAN TIRE IN THE ESTIMATED AMOUNT OF \$94,000 IN ACCORDANCE WITH THE CITY OF PUNTA GORDA BID NO. RO8073 THROUGH DECEMBER 23, 2018

The Fleet Management Division repairs and replaces heavy duty tires on the City's vehicles and heavy equipment such as Solid Waste trucks, sewer trucks, dump trucks, tractors, Fire apparatus, etc. For the past seven years, the City has purchased heavy duty tires and services from Callaghan Tire utilizing the City of Punta Gorda Bid No. RO8073, which had an original ten year term. This bid is structured to provide for purchasing new tires using either the State of Florida Contract or the Florida Sheriffs Association bid, depending on which offers the best pricing for the needed tire. In addition, the bid provides firm pricing for services such as tire repairs, yard calls, emergency services and recapped tires.

The initial term of the Punta Gorda bid expired on June 23, 2018, but was extended to December 23, 2018. Due to the vacancy and transition of the Fleet Manager position, the Purchase Order for this contract remained open past the June 23, 2018 approval date. The Fleet Management Division recommends that the City continue to use the Punta Gorda bid to purchase heavy duty tires and services through its expiration on December 23, 2018. Historic data indicates that the City's expenses for this period will be approximately \$94,000. This request will authorize expenditures of approximately \$94,000 through the period ending December 23, 2018.

Punta Gorda is in the process of issuing a new bid solicitation for this service. Fleet Management will monitor the bid process in Punta Gorda and come to the City Commission in December with a recommendation on how to proceed.

AWARD OF BID NO. 19-B-645, TRENCHLESS SANITARY AND STORM SEWER REHABILITATION, TO ENVIROWASTE SERVICES GROUP, INC., HINDERLAND GROUP, INC., GRANITE INLINER, LLC, INSITUFORM TECHNOLOGIES, INC., JTV, INC., BLD SERVICES, LLC, MILLER PIPELINE, LLC, LMK PIPE RENEWAL, LLC, AND VAC VISION ENVIRONMENTAL, LLC

Engineering Services requests award of Bid No. 19-B-645, Trenchless Sanitary And Storm Sewer Rehabilitation annual purchase agreement (APA), to the nine recommended bidders. The City performs contract rehabilitation and repair of sanitary sewer, reclaimed water, and storm sewer systems through the use of an APA with multiple contractors for trenchless pipe rehabilitation, manhole rehabilitation, and traditional

excavation, repair and restoration. This APA is for trenchless pipe rehabilitation, which includes wastewater and stormwater pipe cleaning, inspection, grouting and lining services.

The bids were broken into five (5) bid groups, contractors were only required to bid on groups that included services provided by their company. For example Miller Pipeline, LLC is the single vendor for group two fold and former liner and likewise JTV, Inc. and Envirowaste Services Group, Inc. are vendors for group four joint sealing with chemical grout. By awarding the APA to the nine recommended bidders, the City will be able to obtain all of the services included in all the bid groups and will be able to perform the work in a timely manner.

The nine contractors are:

- Envirowaste Services Group, Inc.
- BLD Services, LLC
- Hinderland Group, Inc.
- Miller Pipeline, LLC
- Granite Inliner, LLC
- LMK Pipe Renewal, LLC
- Insituform Technologies, LLC
- Vac Vision Environmental, LLC
- JTV, Inc.

FY 2019 budgeted items considered for this APA are:

Stormwater		Dept
\$150,000	Stormwater APA Repairs	EN
\$132,100	Stormwater Repairs	PW
\$100,000	Stormwater Pipe Lining	PW
Wastewater		Dept
\$250,000	Sanitary Sewer Repair APA	EN
\$4,000,000	Hermine SSO Prevention	ES
\$4,200,000	LS-2 I&I Abatement	ES
\$8,832,100	Total	

The intended use of the Hermine SSO Prevention funding is for Inflow and Infiltration (I &I) corrective actions within the three remaining areas, specifically Lift Station sanitary sewer basins 16, 28 and 39. Similar to the work accomplished with FY 2018 funding, Engineering Services will issue APA work orders for gravity pipe lining, and lateral pipe lining with clean-out installation as necessary.

Likewise, the intended use of the Lift Station 2 I&I abatement funding will also be for corrective actions within Lift Station 2 sub-basin 1 for APA work orders for gravity pipe lining, and lateral piping lining with clean-out installation as necessary.

Funds will not be expended unless a specific project/scope is assigned to a contractor.

AWARD OF BID NO. 19-B-644, SANITARY SEWER, RECLAIMED WATER AND STORMWATER REPAIR, TO ROWLAND, INC., GATOR GRADING AND PAVING, LLC, QRC, INC., AND ALL AMERICAN CONCRETE, INC.

Engineering Services requests award of Bid No. 19-B-644, Sanitary Sewer, Reclaimed Water and Stormwater Repair annual purchase agreement (APA), to the four recommended bidders. The City performs contract rehabilitation and repair of sanitary sewer, reclaimed water, and storm sewer systems through the use of an APA with multiple contractors for trenchless pipe rehabilitation, manhole rehabilitation, and traditional excavation, repair and restoration. This APA is for traditional excavation, repair and restoration, which includes sanitary sewer, reclaimed water, and storm sewer pipe replacement, and other underground utility repair and replacement.

The four recommended bidders are:

- Rowland, Inc.*
- Gator Grading and Paving, LLC*
- QRC, Inc.*
- All American Concrete, Inc.*

By Awarding The APA To The Four Recommended Bidders, The City Will Be Able To Obtain All Of The

Stormwater		Dept
\$150,000	Stormwater APA Repairs	EN
\$132,100	Stormwater Repairs	PW
\$100,000	Stormwater Pipe Replacement	PW
Wastewater		Dept
\$250,000	Sanitary Sewer Repair APA	EN
\$4,000,000	Hermine SSO Prevention	ES
\$4,200,000	LS-2 I&I Abatement	ES
\$100,000	Reclaimed Water Repair/Maintenance	ES
\$8,932,100	Total	

Services Included In The Bid And Will Benefit From The Timely Completion Of Work. FY 2019 budgeted items considered for this APA are:

The intended use of the Hermine SSO Prevention funding is for Inflow and Infiltration (I &I) and hydraulic bottleneck corrective actions within all five of the evaluation areas specifically Lift Station sanitary sewer basins 12,16, 20, 28 and 39. Similar to the work accomplished with FY 2018 funding, Engineering Services will issue APA work orders for gravity pipe repair, replacement and reconfiguration.

Likewise, the intended use of the Lift Station 2 I&I abatement funding will also be for corrective actions within Lift Station 2 sub-basin 1 for APA work orders for gravity pipe repair, replacement and reconfiguration.

Funds will not be expended unless a specific project/scope is assigned to a contractor.

APPROVAL OF THE PHILLIPS ULMERTON STORAGE LLC PLAT

A 72,450 square foot three-story self-storage building and an 18,750 square foot one-story self-storage building are being constructed on approximately 3.27 acres at 9125 Ulmerton Road. Platting of the property is required by the Comprehensive Development Code (CDC) because the parcel is not platted and platting will ensure that records are updated and mapping accuracy of the subject portion of land is maintained. The CDC requires a final plat when a Development Order is issued to ensure the accurate depiction of land subdivision when lot lines vary from previous records, or when parcels are combined or have never been platted.

The following outside utility agencies have reviewed the proposed final plat and have indicated no objections: Spectrum Communications, Duke Energy, Frontier, Wide Open West, Clearwater Gas, Level 3 Communication, and TECO/Peoples Gas. The following City Departments have reviewed the final plat and have also indicated no objections: Community Development, Public Works, Engineering Services, Environmental Services and Finance. The final plat meets all CDC requirements and is in conformance with Florida State and Pinellas County platting standards.

AUTHORIZATION TO PURCHASE A REPLACEMENT FIRE ENGINE FROM TEN-8 EQUIPMENT, INC., IN ACCORDANCE WITH LAKE COUNTY CONTRACT NO. 14-0601, IN THE AMOUNT OF \$681,141 AND VEHICLE EQUIPMENT IN THE ESTIMATED AMOUNT OF \$90,000

Each year as a part of the budget process, the Public Works Department's Fleet Management Division analyzes the vehicle needs of all City Departments. The Fire Rescue Department's programmed vehicle replacement schedule provides funding for the replacement of one fire engine (Engine 40) in FY 2019. The current engine has accumulated over 91,000 miles and is seven years old. When replaced, the engine will be placed in reserve status for several more years. This will allow the oldest reserve unit, a 2008 Pierce Velocity fire engine to be surplussed out of the fleet.

The replacement vehicle will be purchased in accordance with the terms, pricing, and conditions established in the Lake County, Florida Contract Number 14-0601. Purchasing the vehicle in accordance with the Lake County contract relieves the City of the extensive specification and bidding process inherent with such a complex and specialized vehicle purchase. The Fire Rescue Department received a proposal for the vehicle from Ten-8 Fire Equipment, Inc. on October 2, 2018, in the amount of \$681,141. The total price includes a pre-pay discount of \$19,675 for payment in full upon ordering. The vendor will provide a 100% performance bond to ensure that the City's payment will be returned if the apparatus is not delivered. With the purchase of this vehicle, additional accessories and equipment in an estimated amount of \$90,000 will be required to ensure the vehicle is fully operational. These accessories will be purchased separately and installed after the vehicle has been delivered. The City will be reimbursed by Pinellas County for a portion of the purchase (approximately 75%) as the vehicle will support fire operations in the unincorporated High Point area of the Largo Fire District.

AWARD OF RFP NO. 17-P-591, CONTRACTUAL BUILDING SERVICES, TO MT CAUSLEY, LLC AND NOVA ENGINEERING AND ENVIRONMENTAL, LLC IN THE ESTIMATED AMOUNT OF \$80,000

The purpose of this memo is to obtain City Commission approval for the optional renewal of RFP No. 17-P-591, Contractual Building Services. The Building Division utilizes contractual building services personnel to supplement staff during times of high demand, vacancies, or staff leave time through the use of annual purchase agreements (APA) with multiple vendors. This allows the Building Division to maintain a consistent level of service on plan reviews and building inspections throughout the year.

On November 1, 2016, the City Commission approved award of RFP No. 17-P-591 for contractual building services to the firms listed below. The agreement had a one year term, with the option of additional one-year renewal periods upon mutual agreement between the City and the vendor. Both vendors have indicated in writing that they wish to renew the agreement with the understanding that the extension will be subject to the same terms and conditions, including pricing, as the original RFP. The two vendors are:

- MT Causley, Inc.*
- Nova Engineering and Environmental, LLC*

The Building Division has a budget of \$80,000 for FY 2019 for contractual building services. Funds under these agreements are not spent unless services are requested by the Building Division and provided by the vendor.

AUTHORIZATION TO PURCHASE SERVICES FROM RUBBER DESIGNS LLC FOR THE INSTALLATION

OF A RUBBER TRAIL SYSTEM AT THE MCGOUGH NATURE PARK IN THE AMOUNT OF \$73,543.55 UTILIZING THE LEXINGTON COUNTY, SC DISTRICT ONE CONTRACT NO. B2018.21

In July 2017, the City Commission approved acceptance of funding from Pinellas County related to the Deepwater Horizon accident in the Gulf of Mexico. The project submitted and approved by the County is to renovate the trails at McGough Nature Park. This project involves replacing a 2,500 foot section of sidewalk with 2,500 feet, 5 foot wide poured in place rubber trail system in the park. The original proposal was to replace the asphalt trail with concrete, however, due to the cost of concrete and restrictions on equipment that can be brought into the park and trail area, only 800 feet of sidewalk can be poured. However, the poured in place rubber trails will allow for 2,500 feet of trail. The proposed vendor, Rubber Designs LLC, has provided this type of trail surfacing at the Robinson Preserve in Bradenton where they have developed a 130,000 square foot trail system. They also provided this surfacing to the City of St. Pete Beach.

Upon project completion, staff will submit a reimbursement request for the grant funding.

RESOLUTION NO. 2224 – A MORATORIUM ON THE COLLECTION OF TEMPORARY EVENT FEES FOR THE MONTH OF NOVEMBER 2018 (LARGO SMALL BUSINESS MONTH)

Small businesses play a major role in both the local and national economy. The Small Business Administration reports that small businesses account for 66% of all net new jobs. In Florida alone, small businesses employ over 3.3 million people, which is 42.2% of the private workforce. Largo is home to over 4,000 small businesses. To celebrate the important role that small entrepreneurship plays in the City of Largo, the City Commission has proclaimed the month of November, also the busiest shopping month of the year, as Largo Small Business Month for the past seven years.

Each year the City has celebrated Largo Small Business Month during November and the City Commission has adopted a moratorium on the collection of Temporary Event Permit Application Fees in the amount of \$75 per application. As in previous years, staff is once again proposing the moratorium as outlined in the attached Resolution No. 2224. The moratorium will provide Largo's businesses an opportunity to host various events such as sidewalk sales and on-site promotional events at no charge to them in anticipation of the holiday shopping season. Last year, there were eight temporary events held by businesses during Largo Small Business Month. While no fee will be charged to the businesses that choose to participate, they will still be required to submit the Temporary Event Application for life safety review. A proclamation for adoption of "Largo Small Business Month" is scheduled for the ceremonial portion of the November 6, 2018 City Commission meeting.

AUTHORIZATION FOR COMMISSIONER DONNA HOLCK TO ATTEND THE 2018 INSTITUTE FOR ELECTED MUNICIPAL OFFICIALS IV: MUNICIPAL LEADERSHIP, TO BE HELD NOVEMBER 16-17, 2018, IN KISSIMEE, FLORIDA, IN THE ESTIMATED AMOUNT OF \$777.96

In accordance with Legislative Policy 4-2: City Commission Travel Expenses, "In order for the Mayor or Commissioner to receive reimbursement for travel and other expenses, prior authorization must be granted by the City Commission."

Commissioner Donna Holck is requesting authorization to attend the 2018 Institute for Elected Municipal Officials IV: Municipal Leadership to be held November 16-17, 2018, in Kissimmee, Florida, in the estimated amount of \$777.96. IEMO IV will be held following the 2018 FLC Legislative Conference which Commissioner Holck will be attending as a member of the Utilities, Natural Resources & Public Works Policy Committee.

The Institute for Elected Municipal Officials IV consists of two components. The first component identifies the styles of leadership, team collaboration, and how to adapt to situations that are less than ideal. The second component builds on the experience of IEMO III, looking at personal type and trait information. Commissioner Holck completed IEMO III in March, 2017.

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

Vote:

Voting Aye: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried 7-0.

PUBLIC HEARINGS

None

LEGISLATIVE MATTERS

RATIFICATION OF A COLLECTIVE BARGAINING AGREEMENT WITH THE PINELLAS COUNTY PROFESSIONAL FIREFIGHTERS IAFF LOCAL 4966 FOR A THREE YEAR TERM BEGINNING OCTOBER 7, 2018 - APPROVED

The IAFF represents Firefighters/EMTs, Firefighter/Paramedics and Fire Lieutenants. The current collective bargaining agreement with the IAFF expired on September 30th, 2018. The City and the IAFF bargaining teams have reached tentative agreement on a proposed three year agreement beginning October 7, 2018. Pay increases for FY 2019 will be effective with the pay period beginning October 7, 2018. This labor agreement is for a full term of three years, expiring on September 30, 2021.

The agreement continues a range pay plan, with minimum range adjustments of 2% and maximum range adjustments of 3% in FY 2019 and FY 2021. In FY 2020, the minimum adjusts 1% and the pay range maximum adjusts by 2%. These pay range adjustments allow the City of Largo to be competitive within our regional market to attract and retain Paramedics, EMTs (Emergency Medical Technicians) and Fire Lieutenants. The general wage increase is 3%, and benchmarks are retained in the agreement based on tenure within the department.

Of the 121 IAFF bargaining unit employees, the agreement was ratified by the membership with a vote of 82 (yes) to 13 (no).

The agreement has been sent to the City Commission electronically and posted to the website.

Questions:

None

Motion was made by Commissioner Robinson, seconded by Commissioner Fenger, to ratify the Collective Bargaining Agreement with the Pinellas County Professional Firefighters IAFF local 4966 for a three year term beginning October 7, 2018.

Discussion:

Mayor Brown thanked both sides of the table for coming to an agreement.

Vote:

Voting Aye: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried 7-0.

ANNUAL UPDATE ON THE FISCAL YEAR 2019-2023 PUBLIC WORKS STRATEGIC PLAN - APPROVED

On June 5, 2008, the American Public Works Association (APWA) granted Accredited Agency status to the Department of Public Works. The accreditation process includes the development of a strategic planning document for the department's operations for the next five years.

Staff developed seven strategic plans for the Public Works Department in 2007, 2010, 2013, 2015, 2016, 2017, and 2018 respectively. In 2013, staff proposed, and the City Commission approved, a new format for the strategic plan to an extended planning period of five years and institute regular, annual updates to the plan. Supervisors, division managers and the Public Works Director, as part of the Strategic Plan Committee, provided input for the updated plan.

The Strategic Plan provides the Department of Public Works with the following management tools:

- Mission, Vision, and Values
- Guiding Principles
- Strengths, Weaknesses, Opportunities, and Threats
- Department Goals and Objectives

Staff Reviewed The Accomplishments Of FY 2018 In Terms Of The Progress Made Towards The Department's Goals And Objectives And This Document Includes A Summary Of Those Accomplishments. The Strategic Plan Committee Updated The Goals And Objectives For FY 2019-2023 And The Document Includes Progress Towards Its Performance Measurements For The Last Year. The Committee Reviewed And Made Changes That Were Appropriate To The Overall Plan In Light Of The City's New Strategic Plan, Which Is Included In The FY 2018 Adopted Budget.

Questions:

None

Motion was made by Commissioner Robinson, seconded by Commissioner Carroll, to approve the proposed update to the Fiscal Year 2019-2023 Public Works Strategic Plan.

Discussion:

Vice Mayor Smith liked the change from the word fiscal to sustainable in the document. He asked where the passed LEAP document was included in the plan. Mr. Usher noted it was woven throughout it. Vice Mayor Smith questioned why many projects were not started in 2018. Mr. Usher stated that was due to staffing shortages.

Commissioner Holmes asked where the department files the report. Mr. Usher stated it is used for the accreditation process. Commissioner Holmes questioned the purpose of accreditation. Mr. Usher noted it was a sense of pride in the department and the community.

Commissioner Carroll wanted to comment that there was a lot of pride in the accreditation of departments. He noted that it means they are keeping to standards.

Commissioner Robinson noted that the strategic plan is good for it city and not just the accreditation process.

Vote:

Voting Aye: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion Carried 7-0.

AFFORDABLE HOUSING DENSITY BONUS AGREEMENT WITH PSREG CLR OWNER, LLC. - APPROVED

Under the Clearwater-Largo Road Community Redevelopment District (CLR-CRD) Plan, redevelopment incentives are in place to help the District achieve the goals of the Plan. In particular, the Affordable Housing Density Bonus (AHD) is designed to provide developers with the opportunity to be granted a density bonus based on the percentage of affordable housing units set aside in a new residential project. The incentive provides an additional four (4) units per acre for each five percent (5%) of the total number of units deemed affordable within a project starting at 10% and going up to 20%. In the CLR-CRD Plan, Figure 4.8: Housing Density Bonuses in the Clearwater-Largo Road Community Redevelopment District, outlines how a developer can increase the density on a site. For example, if a site is not an active Mobile Home Park and has a base density of 15 units an acre and the developer commits to a 10% affordable set aside for the new residential project, they could be eligible for four (4) more units per acre through the incentive program. In this case their density would increase from 15 units an acre to 19 units an acre.

This item is to present to the City Commission an AHD Agreement with Pollack Shores Real Estate Group for the development of the former Rainbow Mobile Home Park site located at the Southwest corner of Clearwater-Largo and Rosery Roads (map attached). Pollack shores intends to construct a 224 unit apartment complex on the 8.835 acre site that is made up of a 7.876 acre former mobile home park and .959 acre from the city's vacation process of an adjacent ditch and a section of a city road. The former mobile home park has a CLR-CRD land use overlay of mixed use corridor and city home that provides for a residential density of 15 units an acre. An additional 12 units an acre is being requested under the AHD agreement with a commitment of a 20% affordable housing set aside that will provide a total density of 27 units an acre for the project.

The term of the AHD Agreement will be 30 years and be a covenant running with the land, with all successor owners obligated to comply with the Agreement for this period of time. The Largo Housing Division will oversee a reporting and auditing program that has been developed to monitor and confirm that the project abides by the AHD Agreement rules and regulations. Additionally, the Agreement contains a Right to Cure process and outlines fees for non-compliance if the project does not provide, or have available, the 20% AHD units at any time during the term of the Agreement.

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

Anthony Everett spoke regarding the project and showed concept pictures of the property.

Questions:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Robinson, to approve the Affordable Housing Density Bonus Agreement with PSREG CLR Owner, LLC.

Discussion:

Vice Mayor Smith asked if Mr. Everett had been in contact with staff about the Rosery Road Construction. Mr. Everett confirmed he has been.

Commissioner Fenger asked for an estimated time frame for the whole project. Mr. Everett commented it will depend on how long it takes them to get the permits but they are hoping to break ground during the first quarter of next year.

Vote:

Voting Aye: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion Carried 7-0.

ORDINANCE NO 2019-01 - FIRST READING - VACATING A SEGMENT OF THE 10TH STREET NW RIGHT-OF-WAY AND PORTIONS OF THE 11TH AVENUE NW RIGHT-OF-WAY, ALL ADJACENT TO 1159 CLEARWATER-LARGO ROAD - APPROVED

The purpose of this memorandum is to request approval for the vacation of rights-of-way adjacent to 1159 Clearwater-Largo Road. The applicant, Anthony M. Everett of Pollack Shores Real Estate Group, authorized agent for the property owners, Biltmore Trails LLC and Largo Belleair LLC, is requesting the vacations for the development of the Rosery Apartments at 1159 Clearwater-Largo Road.

The vacations are being processed in accordance with Section 4.10 Level V, Vacation or Dedication of Right-of-Way or Easements, of the City Comprehensive Development Code (CDC). The applicant is requesting the vacation of a 281 foot x 60 foot segment of the 10th Street NW right-of-way, a 613 foot x 60 foot portion of the 11th Avenue NW right-of-way and a 653 foot x 10 foot portion of the 11th Avenue NW right-of-way, all adjacent to 1159 Clearwater-Largo Road. An easement for roadway use across the 10th Street NW vacated area will be dedicated to the public as part of the platting process. The remaining right-of-way on the west end of 11th Avenue NW will meet the City's minimum 50 foot width requirement for the existing roadway. The unimproved right-of-way on the east end of 11th Avenue NW currently contains a drainage ditch and will be modified to provide drainage through a piped system.

The proposed vacation of rights-of-way meets the appropriate standards of the CDC and has been reviewed with no objections by City Departments including the Public Works Department and the Engineering Services Department. City staff has determined that the rights-of-way to be vacated are no longer necessary for public purpose. Adjacent property owner and outside utility agencies have been notified, including but not limited to: Pinellas County Utilities, Duke Energy, TECO Peoples Gas, Wide Open West, Frontier, Clearwater Gas System, Bright House Networks and Level 3 Communications, all of which provided no objections.

Deputy City Clerk Fogarty read Ordinance No. 2019-01 by title only.

Questions:

None

Motion was made by Commissioner Robinson, seconded by Commissioner Smith, to approve Ordinance No. 2019-01 on first reading and schedule a second reading and public hearing on November 6, 2018.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried 7-0.

ORDINANCE NO. 2019-02 - FIRST READING - VACATING A TEN FOOT WIDE PORTION OF A FIFTEEN FOOT WIDE DRAINAGE AND UTILITY EASEMENT LOCATED AT 10915 130TH AVENUE - APPROVED

The purpose of this memorandum is to request approval for the partial vacation of a public drainage and utility easement that the City of Largo has over, under, through, and across a portion of a residential property located at 10915 130th Avenue. The applicants, Scott and Melissa Howser, have requested that the City approve the vacation of a ten foot wide portion of a fifteen foot wide drainage and utility easement in order to make more exclusive use of the land.

The vacation is being processed in accordance with Section 4.10 Level V, Vacation or Dedication of Right-of-Way or Easements, of the City Comprehensive Development Code (CDC). The applicants are requesting the partial vacation of the fifteen foot wide drainage and utility easement along the northern boundary of their property. One of the outside utility agencies requested that the northern five foot portion of the existing easement remain in place for their utility.

The proposed vacation of easement meets the appropriate standards of the CDC and has been reviewed with no objections by City Departments including the Public Works Department and the Engineering Services Department. City staff has determined that the portion of easement to be vacated is no longer necessary for public purposes. Outside utility agencies have been notified, including but not limited to: Pinellas County Utilities, Duke Energy, TECO Peoples Gas, Wide Open West, Verizon, Clearwater Gas System, Bright House Networks and Level 3 Communications, all of which provided no objections.

Deputy City Clerk Fogarty read Ordinance No. 2019-02 by title only.

Questions:

Mayor Brown asked regarding the easement location and if there were any plans to vacate any additional easements. Ms. Rocke stated there was not. Mayor Brown mentioned past projects that required additional vacations. Mr. Zimmet listed different ways the City could handle this easement. Mayor Brown asked if it would be beneficial for staff to look into vacating the rest of the block.

Motion was made by Commissioner Holmes, seconded by Commissioner Carroll, to approve Ordinance No. 2019-02 on first reading and schedule a second reading and public hearing on November 6, 2018.

Discussion:

None

Vote:

Voting Aye: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried 7-0.

STAFF REPORTS

CLEAR CHANNEL OUTDOOR ADVERTISING AGREEMENT

The City of Largo entered into individual agreements with Outdoor Advertising Companies (Clear Channel Outdoor and CBS Outdoor) in May 2010 for regulation of outdoor advertising signs (billboards), replacing a previous agreement from May 1999. The agreements were for a ten (10) year period and will expire in 2020.

During discussions with the City Commission in 2010, direction was given regarding the issue of digital billboards and consensus was reached to include a provision in the agreement that would allow the Outdoor Advertising Companies (OAC) to submit a written request to the City to negotiate the terms and conditions associated with the introduction and construction of digital, LED or "self illuminated" billboards in the City. The agreement states that it is understood and agreed that no digital, LED or similar "self illuminated" signs are allowed in the City's jurisdictional limits, unless or until the parties negotiate terms or conditions allowing for such signs.

Clear Channel Outdoor has submitted a request to negotiate the inclusion of digital billboards and to renew the agreement. Accordingly, staff will initiate negotiations with Clear Channel regarding digital billboards and renewal of the agreement. The proposed terms of the new agreement, compared with the terms of the current agreement, will be presented to the City Commission at the February, 2019, City Commission Work Session for direction. Staff wishes the City Commission to be aware of the ongoing negotiations prior to the Work Session. Also, staff will contact Outfront Media (formerly CBS Outdoor) regarding the renewal of their agreement with the City.

Questions:

Mayor Brown asked in regards to how other cities were handling their negotiations for the removal of billboards. Ms. Stricklin commented that they had done research on other cities and noted the negotiations with St. Petersburg from 2010. Mayor Brown noted that there are certain areas where billboards do not seem to fit and he would like to see those removed for something that is a better fit. Ms. Stricklin noted that is the preliminary conversations they are having with the companies.

ITEMS FROM CITY ATTORNEY, COMMISSION, MAYOR, CITY MANAGER

City Attorney Zimmet had no comment at this time.

Commissioner Carroll mentioned that he appreciated the comment that the Commission promotes the City of Largo as much as they can. He noted that Commissioner Robinson and himself went to the Seminole City Council meeting last week and presented the Home Rule Trophy. He commented on how well everyone works together in the City and what a great job everyone is doing. He thanked the Fire Department for hosting the Open House last week.

Vice Mayor Smith congratulated the Communications and Marketing staff, the Fire Department, new Fire Chief, and Public Works staff. He commented on how nice it is to talk about Largo to other cities and how impressed they are along with people mentioning wanting to move here. He mentioned the Pie Festival at Largo Central Park with over 600 people in attendance and thanked Village Inn for donating the pies.

Commissioner Fenger congratulated and thanked every one who was at the podium for a ceremonial item tonight. She commented that the community is great and she loves everything staff is doing. She mentioned the Fire Station Open House was well attended and was a very good event.

Commissioner Holmes welcomed the new Fire Chief. He commented how great it was that the Police Department is being so proactive. He had concern regarding the homeless problem on the East side of US 19 and asked for more information. Mr. Schubert commented that staff is looking into what the City can do to help.

Commissioner Robinson welcomed the new Fire Chief. He thanked Police and Fire staff for assisting in the Florida Panhandle. He mentioned how great it is that the City is leading the way with branding among other things.

Commissioner Holck welcomed the new Fire Chief. She also thanked Communications and Marketing for their

hard work.

Commissioner Holmes asked that staff research what is happening with the homeless population on the east side of US 19.

SUMMARY OF ACTION ITEMS

1. Vice Mayor Smith asked staff to see what other cities are using digital billboards.
2. Commissioner Holmes asked that staff research what is happening with the homeless population on the east side of US 19.
3. Commissioner Holmes asked Mr. Schubert to distribute the list of items to be distributed by our Police Department in the panhandle.

ADJOURNMENT

The meeting adjourned at 7:19 pm.

Courtney E. Fogarty, CMC, Deputy City Clerk