

CITY OF LARGO CITY COMMISSION REGULAR MEETING

January 7, 2020
Minutes

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

PARTICIPATING STAFF PRESENT: City Mgr. Schubert, City Attorney Zimmet, Asst. City Mgr. Paluch, City Clerk Bruner, Asst. Engineering Services Dir. Cieslak, Engineering Services Dir. Woloszynski, Planning Mgr. Perez, Principal Planner Parinello, Housing Mgr. Anderson, Sr. Engineer Westmark, Public Works Dir. York, OPB Mgr. Payne, Planner Friel, Program Engineer Rocke

Mayor Brown called the Regular Meeting to order at 5:57 pm.

Invocation was given by Pastor Randy Morris, Gulf Coast Church of Largo, followed by the Pledge of Allegiance.

CEREMONIAL

None

CITIZEN COMMENT

1. Laura Guroian stated that she owned a business in downtown and also served on the Community Redevelopment Agency Advisory Board (CRAAB). She stated that, regarding Item 14, she agreed with Mr. Schubert's recommendation on the project. She stated that in her opinion the City has invested too much time and the City's good standing in order to move this project forward and that the City should go forward with another developer.

2. Neil McMullen stated the he also served on the CRAAB and that the City has been very generous with the current developer. He stated that the lack of development has already cost the City in terms of time, and therefore money. He stated that the City needed to look at other options.

AGENDA

Approval of the Regular Commission Meeting agenda of January 7, 2020.

Discussion:

Commissioner Holmes requested that Item 5 be removed from the Consent Docket and that Item 13 be moved to directly after Item 10.

Motion was made by Commissioner Holmes, seconded by Commissioner Fenger, to approve the agenda for the Regular Meeting of January 7, 2020 as amended.

Vote:

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

Motion carried 7-0.

MINUTES – APPROVED

Approval of the Regular City Commission Meeting minutes of December 17, 2019 as on file in the City Clerk's Office.

Discussion:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Carroll, to approve the minutes of the Regular Meeting of December 17, 2019.

Vote:

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

Motion carried 7-0.

CONSENT DOCKET

Authorization For Additional Fiscal Year 2020 Spending For Trenchless Sanitary And Storm Sewer Rehabilitation, In Accordance With Bid No. 19-B-645 In The Estimated Amount Of \$400,000

Staff seeks City Commission authorization for additional expenditures from FY 2020 budgeted funds within Bid No. 19-B-645, Trenchless Sanitary and Storm Sewer Rehabilitation. The City performs contract rehabilitation and repair of sanitary sewer, reclaimed water, and stormwater systems through the use of this bid with multiple contractors. This contract provides trenchless pipe rehabilitation, which includes wastewater and stormwater pipe cleaning, inspection, grouting and lining services.

The following table represents budgeted funds from the Engineering Services, Environmental Services and the Public Works Departments. On October 1, 2019, the City Commission approved the FY 2020 expenditures listed in the first funding column in the table below. The authorization of the additional expenditures listed in the second column will allow the Engineering Services Department to complete all sanitary sewer pipe lining activities identified in the Lift Station 2 sanitary sewer sub-basins 1 and 2 inflow and infiltration evaluations. Funding comes from remaining non-encumbered funds in the Lift Station 2 area I&I abatement Capital Improvements Program project.

On October 16, 2018, the City Commission approved the award of Bid No. 19-B-645. The bid included a two year term through September 30, 2020, with two optional one year extensions.

Funds under the bid pricing are not expended unless a project and associated cost are assigned to a contractor.

Acceptance Of One Permanent Utility Easement Located At Lot 31 Esquire Manor

The City requires an expanded utility easement in order to remove and replace the existing drainage infrastructure that services the eastern Esquire Manor neighborhood area. The existing drainage infrastructure is in need of improvements to alleviate flooding along 127th Place and 102nd Street during storm events. This infrastructure extends outside of the existing easement along the property located at 12797 102nd Street. This five foot easement extension allows the City to access, remove, and reconstruct, and maintain the drainage infrastructure that services the Esquire Manor area.

The easement agreement was negotiated with the property owner at 12797 102nd Street and has been reviewed and approved by the City Attorney.

Copies of the easement agreement are available in the City Commission office.

Motion was made by Commissioner Holmes, seconded by Commissioner Fenger, to approve the Consent

Docket without City 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.

ITEMS REMOVED FROM THE CONSENT DOCKET

Award Of Scope And Fee To Hazen And Sawyer, P.C. To Update The City Of Largo Engineering Design And Construction Standards, RFQ No. 19-Q-666, In The Amount Of \$74,725

Staff requests authorization to award the scope and fee negotiated with Hazen and Sawyer, P.C. to evaluate and update the City's Engineering Design and Construction Standards under the current Professional Services Contract with the City.

The current design standards were revised and approved by the City Commission in 2008. The standards define minimum design and quality requirements to be incorporated into private development and public infrastructure projects by the design professionals involved in planning and construction of projects within the City. Many of these City standards incorporate and explicitly reference standards produced by nationally and internationally known industry organizations and regulatory bodies, such as the National American Standards Institute (ANSI), American Society of Testing and Materials (ASTM), American Water Works Association (AWWA), Florida Department of Transportation (FDOT), among others, which are recognized as authorities in their respective industries.

Over time these organizations periodically revise and update their standards to conform with changing regulations, technology, and safety considerations. In turn, the City seeks to perform a corresponding revision and update of its own standards documentation, to ensure that it correctly identifies the applicable portions of the most recent industry standards.

The goals of this project are to revise the City's standard engineering documents and bring them up to date in the following key areas:

- Coordination with the latest standards and drawings as published by standards agencies and development of methods for keeping the references up-to-date to avoid reliance on vague references to a given standard's "latest version."
- Development of an order of precedence and processes for resolving conflicts between the City's Engineering Design and Construction Standards, the Comprehensive Development Code (CDC), and other standards.
- Information related to sustainability and resiliency for sea level rise, flood protection, and storm readiness, to more closely align with the City's larger sustainability and resiliency programs.
- Bench marking against how standards are employed by other nearby municipalities for regional consistency.
- Improvements in technology and engineering practice, and elimination of obsolete references.

The objective of the project is to provide updated standard specifications and details that address the above goals for City Commission review and approval. The final documents will be suitable for internal use by the City and for external use by consultants and private developers. Web-based versions of the final documents will be ADA-accessible.

The scope has been divided into two phases to be completed in FY 2020 and FY 2021. This agenda item is for the approval of Phase 1 which will include updating the wastewater, reclaimed water, and drainage standards. Phase 2 will focus on updating the sanitary collection system lift station standards.

A copy of the Professional Services Agreement and the scope and the fee is available in the City Commission Office.

Questions:

Commissioner Holmes questioned why the updates were not currently being done. Mr. Cieslak stated that staff is aware that many agencies update standards periodically, however it is a time consuming effort. Commissioner Holmes questioned the items that are below standards. Mr. Woloszynski stated that some of the updates are corrections and the City also has the opportunity to benchmark against any resiliency standards out there. Commissioner Holmes asked whether any updates were done as issues came up. Mr. Woloszynski explained that updates can be made to contracts, however updates to the design standards would have to be brought to the City Commission. He stated that sometimes the updates can be better clarified through a routine update and that design standards are generally not revisited annually. Commissioner Holmes stated that this should have been done all along. Mr. Woloszynski stated that staff has been working on road standards for the past eighteen months, and that a consultant can do the work more efficiently. Mayor Brown stated that there seemed to be value in having a third party review the standards. Commissioner Robinson asked whether there is a way to do the update more often. Commissioner Holmes questioned the timeline for the project. Mr. Cieslak stated that Phase I will take approximately 9 months, with an additional year for Phase II. Mr. Schubert stated that this project can be placed on a regular cycle.

Motion was made by Commissioner Holmes, seconded by Commissioner Robinson, to approve award of scope and fee to Hazen and Sawyer, P.C. to update the City of Largo Engineering Design and Construction Standards, RFQ No. 19-Q-666, in the amount of \$74,725.

Vote:

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

Motion carried 7-0.

PUBLIC HEARINGS

Ordinance No. 2020-06 – Second Reading - Amending The Comprehensive Development Code To Allow Emergency Services And Government Offices Within Transportation/Utility Future Land Use Classification

CHANGES FROM FIRST READING:

None.

PREVIOUS ACTION(S):

Approved by the City Commission on First Reading, 7-0 on December 17, 2019.

Ms. Bruner read Ordinance No. 2020-06 by title only.

Public Hearing/Questions:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Fenger, to adopt Ordinance No. 2020-06 on second and final reading.

Vote:

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

Motion carried 7-0.

LEGISLATIVE MATTERS

Authorization To Expend City Funds In The Estimated Amount Of \$4,698 For Members Of The Largo Youth Leadership Council To Attend The 2020 Youth Council Legislative Action Day Program In Tallahassee

The City of Largo Youth Leadership Council (LYLC) is composed of students from different public and private high schools within the City. The Youth Leadership Council was established in 2017 to provide community youth a voice in their local government and to give the Largo City Commission the benefit of youth input in their decision making, ethical leadership development and future planning for the City of Largo. The LYLC is comprised of Commissioner Robinson serving as head of the Council, thirteen (13) active student voting members, and three City staff members providing guidance and support to the Council.

The Florida League of Cities (FLC) 2020 Youth Council Legislative Action Day program will be held February 11-12, 2020 in Tallahassee. The purpose for this two-day trip is to provide an opportunity for the youth of Largo to acquire a greater knowledge of, and appreciation for, the American political system through active participation in local government. The 2020 program will consists of the following:

- Day 1: Participants will learn a powerful method for diving deep into dialogue, seeking insight and discovering possibilities to work together. It will be "learning-by-doing" as the students enter into conversations on the issues that affect Florida's youth. Participants will also meet with their state legislators to discuss issues facing youth in their local communities.
- Day 2: Youth will explore the Museum of Florida History, the Florida Supreme Court and the Historic Capitol Museum. Participants will attend a special presentation on City of Tallahassee municipal services.

Based on 12 student participants, the anticipated expenses for the 2020 Youth Council Legislative Action Day program are detailed below. There is no registration fee to participate.

Transportation	\$ 2,100
Lodging (including two chaperons and the bus driver)	\$ 1,944
Meals and Refreshments	\$ 654
	TOTAL \$ 4,698

Questions:

Commissioner Fenger questioned the chaperons. Commissioner Robinson stated that he will be going, along with a few staff members. Commissioner Carroll requested that the participants present to the City Commission after the trip. Commissioner Robinson stated that the Chair will make a presentation. Mayor Brown recommended taking a lot of pictures for the City's Communications staff to disseminate.

Motion was made by Commissioner Robinson, seconded by Commissioner Carroll, to approve authorization to expend City funds in the estimated amount of \$4,698 for members of the Largo Youth Leadership Council to attend the 2020 Youth Council Legislative Action Day program in Tallahassee.

Vote:

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

Motion carried 7-0.

NOTE: Commissioner Fenger left the meeting at 6:25 pm and returned at 6:28 pm.

Approval Of The Interlocal Agreement With Pinellas County, City Of St. Petersburg, City Of Clearwater And The City Of Largo For The Development Of The Analysis Of Impediments To Fair Housing In The Amount Not To Exceed \$13,415 Per Jurisdiction

The Housing Division requests approval of the Interlocal Agreement between Pinellas County, City of St. Petersburg, City of Clearwater and City of Largo for development of the 2020 Analysis of Impediments to Fair Housing. This report, which is due to the US Department of Housing and Urban Development (HUD) every five years, identifies the barriers to fair housing that exist in our community. Pinellas County is also entering into interlocal agreements with the cities of St. Petersburg and Clearwater to complete one report for all of Pinellas County.

The Fair Housing Act is a law enacted as part of civil rights legislation that prohibits discrimination in home sales, rentals, and financing based on race, color, national origin, religion, sex, familial status, or disability. The Analysis of Impediments involves: review of local policies, codes and ordinances; public input; and review of fair housing data from local fair housing agencies. This information is then compiled into a report to be submitted to HUD, and jurisdictions are expected to identify methods to help address these barriers in their Community Development Block Grant (CDBG) five-year consolidated plans. The development of the five-year plans run concurrently with the Analysis of Impediments process.

Pinellas County has secured a consultant, Wade Trim, Inc. to complete the Analysis of Impediments. The consultant is assisting with data collection and analysis as well as facilitation of required public input sessions for the Analysis of Impediments. Since each jurisdiction receiving a CDBG entitlement is required to complete an Analysis of Impediments, with equal steps involved whether done individually or as a consortium of communities, the cost of the consulting services is split equally among the jurisdictions. The cost to Largo is \$13,415 out of the total cost of \$53,660. These costs will be paid from the City's CDBG Program.

The final report is due from the consultant by July 2020. The report will be shared with the Largo City Commission once finalized. A copy of the Interlocal Agreement will be placed in the City Commission Office for review.

Questions:

Mayor Brown questioned why the City is paying one quarter of the cost. Mr. Anderson stated that the work being done is not based on population. Commissioner Holmes questioned why other cities are not participating. Mr. Anderson explained that only entitlement communities, those who received funds directly from HUD, are required to be parties to the agreement.

Motion was made by Commissioner Holmes, seconded by Commissioner Robinson, to approve the interlocal agreement with Pinellas County, City of St. Petersburg, City Clearwater, and City of Largo for development of the Analysis of Impediments To Fair Housing.

Discussion:

Commissioner Carroll requested that the final report be forwarded to Intergovernmental Relations Coordinator Reed.

Vote:

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

Motion carried 7-0.

Award Of Scope And Fee Of RFQ No. 18-Q-621 To Pennoni Associates, Inc. For Final Design Of Rosery Road

Phase 2a Reconstruction In The Amount Of \$172,237

Staff requests authorization to award the scope and fee negotiated with Pennoni Associates, Inc. (Pennoni) to provide engineering services for reconstructing Rosery Road from the Missouri Avenue intersection to approximately the Walmart truck entrance (Phase 2a) in the amount of \$172,237. Phase 2a is within the greater Phase 2 project (Missouri Avenue to Eagle Lake Park) currently listed in the FY 2020 – 2024 Capital Improvements Program (CIP) with design and construction planned for FY 2021 and FY 2024 respectively.

Phase 2a construction is intended to overlap with the end of the Phase 1 construction to provide Pinellas County an opportunity to replace the potable water main under the Missouri Avenue/Rosery Road intersection without damaging the new pavement built in Phase 1. Phase 2a also accomplishes essential work that includes:

- correction of the turning radius on the southeast corner of the Missouri Avenue/Rosary Road intersection;
- corridor lighting improvements; and
- removal of the narrow median which is extremely challenging to maintain.

Phase 2a also includes any necessary improvements to the pavement, roadway drainage and underground sewer utility infrastructure, as well as transportation improvements. The FY 2024 Phase 2 construction cost will be reduced by the Phase 2a construction funding amount, with the exception of lighting improvements.

Questions:

Commissioner Holmes asked whether the island will be removed, to which Mr. Westmark stated that it would. Mr. Schubert stated that the island was paid for primarily with Transportation Impact Fee money owed by Walmart. Mayor Brown questioned whether Walmart can be persuaded to assist with paying for the reconfiguration.

Motion was made by Commissioner Holmes, seconded by Commissioner Carroll, to approve the award of Scope and Fee of RFQ No. 18-Q-621 to Pennoni Associates, Inc. for Final Design of Rosery Road Phase 2A Reconstruction in the amount of \$172,237.

Discussion:

Mayor Brown when the design of Rosery Road, east of the subject area will be brought to the City Commission, which Mr. Westmark stated would be in 2021.

Vote:

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

Motion carried 7-0.

Approval Of Contract With ASD|SKY For Phase I Design Of The City Hall Building In An Amount Of \$421,500

On October 15, 2019, staff brought forward our recommendation to utilize ASD|SKY for the Phase I portion of the new City Hall project. After the City Commission approved our recommendation, staff went back to ASD|SKY to begin the negotiations towards getting a contract developed.

The attached contract goes through the project and costs associated with each section of Phase I. The budgeted cost for this portion of the project is \$150,000. The costs from ASD|SKY came in at \$421,500, which includes \$22,000 of reimbursable expenses.

This project is somewhat different than a normal project. Since we don't have a location for the building at this time, there will need to be additional project requirements. The additional costs are due to the amount of work

that is to be completed that is outside of what the City would normally consider a Phase I implementation of a project. Additional scope changes are as follows:

- Since the City does not have a site selected, ASD|SKY will be evaluating up to 3 potential site locations and 3 different proposals of layouts for each site.
- The Conceptual Design element of this project will be much more detailed in order for the City to have a better cost estimate moving into the CMAR portion of the project.

At the end of Phase I, the City will have a clear understanding of the final scope and layout of the project, including the mixed use component. This will give the City Staff and the City Commission the ability to develop more accurate budgetary requirements for the FY 2021 and beyond budgets. There will be a Budget Amendment coming forward for the difference between the budgeted amount and the actual amount of the contract.

Questions:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Carroll, to approve authorization to contract with ASD|SKY for Phase I of the City Hall project in an amount not to exceed \$421,500.

Vote:

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

Motion carried 7-0.

Ordinance No. 2020-14 – First Reading - Amending the FY 2020 General Operating Department General Fund Budget By Appropriating Expenditures In The Amount Of \$275,000 For Phase I - Architecture and Engineering Services - For The City Hall Reconstruction Project

The RFQ for Architecture & Engineering Services (Phase I) for the City Hall Reconstruction Project resulted in ASD Sky as the selected vendor, and the contract is presented for City Commission approval in the previous item. The initial budgeted scope for this project was for a space needs analysis, however, the proposed scope includes additional services to support the success of the project, to include employee and public input. Rounded to the nearest \$5,000, the additional cost for the additional scope of services is approximately \$275,000, for a total compensation for work under Phase I of approximately \$425,000. The additional \$275,000 will be appropriated from General Fund unrestricted fund balance, and may be replenished when the City secures debt for the project.

Ms. Bruner read Ordinance No. 2020-14 by title only.

Questions:

Commissioner Holmes questioned the term “reconstruction”, which Mr. Payne stated was a generic term. Commissioner Holmes questioned the cost. Mr. Payne stated that the amount was rounded up to the nearest \$5,000.

Motion was made by Commissioner Robinson, seconded by Vice Mayor Holck, to approve Ordinance No. 2020-14 on first reading and schedule a second reading and public hearing on January 21, 2020.

Vote:

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

Motion carried 7-0.

Ordinance No. 2020-11 - First Reading - Future Land Use Map Amendment At 555 16th Avenue SE From Residential Urban (RU) To Residential Low Medium (RLM)

The applicant, Brandon Tones, authorized agent for SH Largo, LLC is requesting a Level IV, Comprehensive Plan Future Land Use Map (FLUM) Amendment for the property located at 555 16th Avenue SE totaling 4.54 acres, more or less. It is the applicant's intent to amend the land use classification from Residential Urban (RU) to Residential Low Medium (RLM) depicted as "Residential Low Medium (RLM)" on the Countywide Plan Map.

The subject property is "Vacant Commercial Land" and was formerly used as a communications tower. The City finalized a demolition permit to remove a 500 foot tall steel tower on July 9, 2008. To date, Property Appraiser records indicate that Pinnacle Towers, Inc. sold the property to the current owner on May 23, 2019. If the FLUM amendment is approved, the applicant has expressed interest in developing a single family attached development of 45 townhomes. The single family development, attached (townhome) is an allowable use in both RU and RLM future land use classification per Table 6-1 of the CDC. Amending the land use classification from Residential Urban (RU) to Residential Low Medium (RLM), will afford the developer an increase in density from 34 units (7.5 du/acre) to 45 units (10 du/acre). This represents a 2.5 units/acre increase in density for the site if the FLUM amendment is approved. Furthermore the property is located in Census Tract 253.05 which is designated as the Largo Middle School/Sugar Creek Opportunity Zone.

This is one of five Opportunity Zones in the City of Largo Planning Service Boundary. The Opportunity Zone program was created as part of the Tax Cut and Jobs Act by the Federal Government in 2017. The program allows investors to potentially defer taxes on realized gains and even reduce tax liabilities in approved low-income census tracts. The goal of the Opportunity Zone program is to spur much needed investment in housing, small business and infrastructure in distressed areas. Any future proposed development, such as the proposed townhomes, will be subject to the development review process. Moreover, the current property owners may develop the site in full compliance with all applicable standards and provisions of the CDC and may apply for consideration to receive Opportunity Funds.

The Planning Board reviewed and unanimous approved this small-scale FLUMA at a public hearing held October 1, 2019 (vote 7-0). If approved by the City Commission, this amendment will be submitted to Forward Pinellas as a Tier 1 review.

Tier I amendments do not alter the Countywide Plan Map and a public hearing to amend the Countywide Plan Map is not required. If Forward Pinellas staff determine that the amendment is subject to the Tier I process, an administrative review notice will be forwarded to the local government within ten business days, and to the Pinellas Planning Council at their next scheduled meeting. If the amendment is determined to be subject to a Tier I review, then it is anticipated to be presented to the City Commission for second and final reading. If approved by the City Commission, staff anticipates the amendment to be completed by April 2020.

Ms. Bruner read Ordinance No. 2020-11 by title only.

Questions:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Robinson, to approve Ordinance No. 2020-11 on first reading and transmit the amendment to the Pinellas Planning Council (PPC) and schedule a second reading after review by the PPC.

Vote:

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

Motion carried 7-0.

Commissioner Smith requested that he be notified when the project goes to the Design Review Committee (DRC) and that he also wanted the turnout from 16th Avenue SE and the tree count.

Ordinance No. 2020-13 – First Reading - Vacating A Portion Of A Fifteen Foot Wide Sanitary Sewer Easement Located Within A Parcel Lying West Of 5315 East Bay Drive

The purpose of this memorandum is to request approval for the vacation of a sanitary sewer easement that the City of Largo has over, under, through, and across a vacant parcel lying west of 5315 East Bay Drive. The property owner, TX Largo LLC, has requested that the City approve the vacation of a fifteen foot wide sanitary sewer easement that does not contain sanitary sewer facilities and is no longer necessary for public purposes. The area requested for vacation is located on one of two parcels that will be the site of a new car wash with the address 5315 East Bay Drive.

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 applicant is requesting the vacation of the portion of a fifteen foot wide sanitary sewer easement that runs along the eastern boundary of their property. The proposed vacation of easement meets the appropriate standards of the CDC and has been reviewed with no objections by City Departments, including: Environmental Services, Community Development, Public Works and Engineering Services. 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.

Mayor Brown read Ordinance No. 2020-13 by title only.

Questions:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Smith, to approve Ordinance No. 2020-13 on first reading and schedule a second reading and public hearing on January 21, 2020.

Vote:

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

Motion carried 7-0.

STAFF REPORTS

Status Report Regarding Development of 500 Block of West Bay Drive

On February 18, 2015 the City of Largo entered into an "Agreement for Purchase and Sale" of the 500 Block of West Bay Drive in the amount of \$200,000 with Square Peg Development, LLC, owned by Mr. Gary Tave. The closing was to be scheduled within 365 days of the effective date of the agreement. On February 3, 2016, the City and Largo Central, LLC (successor to Square Peg, also owned by Mr. Gary Tave) entered into an "Agreement for Option and Right to Repurchase Real Property." This agreement required Mr. Tave to develop the property as a mixed use development within two years; failure to do so allowed the City to repurchase the property for the original sale price. On November 22, 2017, the City and Largo Central, LLC entered into a "First Amendment to Agreement for Option and Right to Repurchase Real Property," which amended the completion date for full

development on or before February 1, 2021.

On June 9, 2016, the City of Largo and Largo Central, LLC entered into a Development Agreement (DA 16-03) for this property, requiring construction to commence within 36 months.

On January 5, 2018, the City and Largo Central, LLC entered into a "First Amendment to Development Agreement (DA 16-03)," requiring that construction commence within 17 months (June 5, 2019) and be completed within 20 months thereafter (February 5, 2021). If the developer does not comply with these timelines, the development agreement shall be suspended at the election of the City. Upon suspension by the City, the development of the property will then be governed by the applicable codes, ordinances and regulations in effect at that time.

Mr. Tave (Largo Central, LLC) has yet to commence construction of the subject property, seven months past the deadline in the development agreement. Based on the construction period identified by Mr. Tave, even if construction were to commence today, it is not possible for the project to be completed by the February 2021 deadline included in both the development agreement and the repurchase agreement. The City Manager and Community Development staff have met with Mr. Tave on several occasions regarding the status of this project. Mr. Tave has reported that construction has not begun due to his inability to obtain financing for the project.

I recommend that the City Commission discuss this project and its status at next week's Work Session. Staff needs direction whether to proceed with preparation of a formal suspension of the development agreement by the City Commission. At that Work Session, Mr. Tave should be provided the opportunity to address the City Commission regarding his plans for the property. His options include, but are not limited to, sale of the 500 block back to the City or a redesign of the project, which would require a new development agreement and an extension of the project completion date as enumerated in the "First Amendment to Development Agreement (DA 16-03)." Based on discussions with Mr. Tave and his performance to date, I have come to the conclusion that this project is not viable as currently designed.

Discussion:

Commissioner Carroll stated that he would not be present at the January 14 Work Session. There was no objection to scheduling this item for the January 14 Work Session.

2020 Charter Review

City Charter Section 9.02 provides that the City Commission shall appoint a committee of at least seven (7) registered voters to review and recommend changes, if any, to the Charter, at least once every seven years. The last Charter Review Committee was appointed in 2013 and their recommendations for amendments were included on the November 2014 Election ballot. A total of eight questions were included on the ballot; six that were approved by voters and two that were not. The 2013 Charter Review Committee met once each month for one year and presented their report to the City Commission in April 2014. The committee had seven members and three alternates.

Staff proposes that a resolution establishing a charter review committee be brought for approval at the January 21st regular meeting and that the committee members be appointed at the February 18th regular meeting, with meetings beginning on February 25. Applications will be available on line at largo.com and staff will work with Communications and Engagement staff to reach out to residents. The committee's recommendations will be presented to the City Commission upon completion of the committee's review. Any proposed charter changes that the City Commission wishes to place on the ballot for voter approval will require adoption of an ordinance. In order for any ballot questions to be included on the November 2020 election ballot, the ordinance calling the election must be submitted to the Supervisor of Elections by August 11th. This will be a tighter schedule than in 2013, when the committee met from April 2013 through March 2014, concluding eight months before the election.

Staff support to the committee will be provided by the City Clerk, Deputy City Clerk and the City Attorney.

Discussion:

Mayor Brown questioned the time line for the committee to meet. Mr. Zimmet stated that staff would like to take the approach of not going through the Charter item by item, as the Charter has been reviewed in depth twice in the past two Charter reviews. He stated that there will be an application process and that there is no prohibition for existing board members to participate. Vice Mayor Holck questioned how the committee will be publicized, which Ms. Bruner stated would be via press releases, social media and advisory boards and Citizens' Academy contacts. Mayor Brown stated that it would likely not be necessary to have more than two alternates. Commissioner Carroll questioned whether there will be a City Commission Liaison. Mr. Zimmet explained that there will not.

ITEMS FROM CITY ATTORNEY, COMMISSION, MAYOR, CITY MANAGER

Commissioner Robinson wished everyone a Happy New Year and thanked the City Commission for supporting the Youth Leadership Council trip to Tallahassee.

Vice Mayor Holck wished everyone a Happy New Year. She thanked Ms. Guroian and Mr. McMullen for speaking tonight.

Commissioner Carroll complimented Mr. Schubert on the City Hall project items. He stated that he will be traveling to Tallahassee on behalf of the Suncoast League of Cities and will be absent from the January 14th Work Session.

Commissioner Smith stated that the Turtle Trot 5K will be held on Saturday, January 11th at McGough Nature Park and Forward Pinellas will be meeting tomorrow at 1:00 pm. He thanked Mr. Schubert for keeping the City Commission up to date on the 500 Block project.

Commissioner Holmes explained the cost of bringing the current City Hall up to Code and that it will be more cost effective to build a new one.

SUMMARY OF ACTION ITEMS

1. Request by Commissioner Carroll that the final report on the Analysis to Impediments to Fair Housing be forwarded to Intergovernmental Relations Coordinator Reed.
2. Request by Mayor Brown that staff look into the feasibility of Walmart assisting with paying for the Rosery/Missouri intersection island removal.

ADJOURNMENT

The meeting adjourned at 7:15 pm.

Diane L. Bruner, CMC, City Clerk