

**CITY OF LARGO
CITY COMMISSION REGULAR MEETING**

**August 6, 2019
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. Paluch, City Clerk Bruner,

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

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

CEREMONIAL

Recognition Of Good Citizen Campers For Summer 2019

Each summer, one camper is chosen from each of the City's day camps to be recognized for their outstanding citizenship. The campers are selected by the camp leaders and director based on the following criteria:

Respectful: Demonstrates compassion, honesty and responsibility. This camper is a role model for other campers. Responsible: Pays attention, follows all camp rules and policies.

Good Citizen Campers will be chosen from the following camps:

Highland's Cool Kids Camp
Southwest's Kid City Camp
Southwest's Teen Camp
Southwest's My First Camp
Community Center's Camp Funshine
Athletic Adventures Camp
McGough's Nature Camp

CITIZEN COMMENT

AGENDA – APPROVED AS AMENDED

Approval of the Regular Commission Meeting agenda of August 6, 2019.

Discussion:

Motion was made by Commissioner , seconded by Commissioner , to approve the agenda for the Regular Meeting of August 6, 2019.

Vote:

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

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

Absent: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried 7-0.

MINUTES – APPROVED

Approval of the Regular City Commission Meeting minutes of July 16, 2019 as on file in the City Clerk's Office.

Discussion:

None

Motion was made by Commissioner , seconded by Commissioner , to approve the minutes of the Regular Meeting of July 16, 2019.

Vote:

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

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

Absent: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried 7-0.

CONSENT DOCKET - APPROVED AS AMENDED

Authorization To Renew School Resource Officer Agreements With Advantage Academy Of Pinellas, Inc. And Pinellas Preparatory Academy, Inc. For The 2019-2020 School Year

The Largo Police Department (LPD) requests authorization to renew the School Resource Officer (SRO) agreements with Advantage Academy of Pinellas and Pinellas Preparatory Academy for the 2019-2020 school year. LPD has assigned one reserve officer to serve as an SRO at each location. In exchange for these officers, each school pays the City a set fee of \$70,809.

The SRO program is critical to LPD's community policing efforts. The program provides the opportunity for officers to become highly familiar with students, faculty and staff at each school, and establishes the officers as integral members of the school's culture. LPD also benefits by obtaining information on juvenile issues and crimes through the SRO's relationships with students, faculty and staff. Copies of the agreements are available in the City Commission Office.

Approval Of Interlocal Maintenance Agreement with Pinellas County For Trail Head Improvements To The Fred Marquis Pinellas Trail

Community Development staff is seeking City Commission approval for the Interlocal Maintenance Agreement with Pinellas County for improvements to the Fred Marquis Pinellas Trail that are part of the City's West Bay Drive Trail Head project.

The agreement covers City maintenance of the improvements to the trail head. These items include but are not limited to:

- maintenance and upkeep on the three connection bridges being built at Washington Ave, Pine Vista Drive and 4th Ave NW;
- landscape upkeep excluding the existing grass cutting along the trail;
- all hardscape materials will be the City's responsibility to maintain - brick pavers, benches, bike racks, and bollards; and
- signage maintenance.

Pinellas County agrees to continue maintenance of the pedestrian overpass (across West Bay Drive) once the project has been completed.

In addition to the maintenance of the new bridges, landscaping, hardscaping and signs, the agreement outlines the necessary insurance requirements needed to be in place for any contractors and subcontractors hired by the City for construction of the improvements. Design of the West Bay Drive Trail Head project is complete, however the project is required to be rebid and will be awarded in late 2019.

A copy of the agreement will be available in the City Commission office.

Approval Of Grant Of Easement To Duke Energy Florida, LLC, For New Electrical Service At The Wastewater Reclamation Facility

The purpose of this item is to seek City Commission approval for the granting of an easement to Duke Energy Florida, LLC, for the Wastewater Reclamation Facility (WWRF) Biological Treatment Improvements Project.

The Biological Treatment Improvements Project is currently under construction. The project includes the construction of two new electrical buildings. These new facilities require new electrical power connection, provided by Duke Energy Florida, LLC crews. Duke Energy already has several easements within the WWRF site. However, it has been determined that one of the new connections will not fall within the existing easements. Therefore, a new easement has to be granted. The City Attorney has reviewed and approved the easement form.

A copy of the easement agreement is available in the City Commission office.

Authorization To Purchase A Reelmaster Mower From Wesco Turf, Inc. In The Amount Of \$50,467.74, Utilizing State Contract Number 21100000-15-1

The current Reelmaster mower is over 18 years old. This mower is used daily to maintain the fairways on the golf course.

The mower has exceeded its useful life expectancy and is in need of replacement. Staff recommends purchasing the equipment from Wesco Turf, Inc., utilizing their State of Florida contract pricing.

Award Of Scope And Fee To Transmap Corporation For Pavement Condition Inspection, Condition Analysis And Work Plan Services, RFO No. 19-Q-675, In The Amount Of \$79,970.02

Staff requests authorization to award the scope and fee negotiated with Transmap Corporation to conduct a condition assessment of the City's 158 center line miles of asphalt pavement and 1,500,000 square feet of parking lot.

The pavement condition assessment is a component of the City's continued investment in its roadway pavement surfaces. Since 2009, the City has implemented a systematic approach to pavement management, with a life cycle based asset management emphasis, to achieve optimum return on investment in the City's pavement infrastructure network. The City Commission received an update on the pavement management program in October 2015.

The purpose of the pavement condition assessment is to (1) update the pavement condition index (PCI) of each

segment of the City's asphalt roadway inventory; (2) update the Citywide PCI; and (3) provide a basis for prioritizing future treatment or reconstruction of each road's surface based on its current distress level. Pavement condition data from the current assessment can also be combined with two prior condition assessments to create deterioration curves, an important component of life cycle based pavement asset management. The pavement condition assessment results will be used to create a five year maintenance and rehabilitation (M&R) Work Plan that optimizes return on investment in the entire network based on the City's current distress-based M&R policies, treatment costs and available funding.

Transmap is currently not under a Professional Services Contract with the City, but was selected through the Consultants' Competitive Negotiation Act. A total of four (4) firms responded to RFQ No. 19-Q-675 and staff shortlisted three (3) firms to make presentations. The City evaluated the presentations and qualifications provided by the three shortlisted firms and established the following firm ranking for scope and fee negotiations:

1. Transmap Corporation
2. IMS Infrastructure Management Services, LLC
3. Atkins North America, Inc.

Upon approval of the scope and fee for Tasks 1 and 2 of Exhibits A and B, staff will authorize Transmap to proceed with the City-wide pavement condition inspection. Transmap will complete the condition analysis and five year M&R Work Plan the first quarter of FY 2020, in time for use in the FY 2021-2025 Capital Improvement Program planning process. Task 3 of Exhibits A and B allows the City to exercise future line item work at its discretion.

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

Authorization To Purchase Two (2) Vehicles For The Departments Of Public Works And Environmental Services From Duval Ford In Accordance With The Florida Sheriffs Association Contract No. FSA18-VEL26.0 In The Estimated Amount of \$70,196

This item requests approval for the purchase of regularly scheduled replacement vehicles for the Departments of Public Works and Environmental Services. The Department of Public Works Fleet Management Division consulted with the end users to ensure that the requested replacements are economical, safe and mission appropriate. Standard policy is that as vehicles are replaced they are replaced with similar vehicles unless the users' needs have changed.

Resolution No. 2231 - Approval Of Technical Revisions To The State Housing Initiatives Partnership Program (SHIP) 2016-2018 Local Housing Assistance Plan

Staff requests approval of Resolution No. 2231 to adopt proposed technical revisions to the State Housing Initiatives Partnership (SHIP) 2016-2018 Local Housing Assistance Plan (Plan). The Plan is a requirement of the SHIP Program as part of receiving annual grant funding for affordable housing. The proposed technical revisions align the terms and policies of the housing programs in the Plan with the new terms and policies which were adopted by the City Commission on June 18, 2019 in the 2019-2022 SHIP Plan.

The City of Largo receives an annual grant through the SHIP Program. Each annual grant is open for a period of three years. The 2016-2018 Plan covers grants received from state fiscal year 2016-2017, 2017-2018 and 2018-2019. The 2016-2018 Plan covers program terms and policies for the life of these grants. Therefore, two years of the grant funding (2017-2018 and 2018-2019 grants) will remain open for a period of time that overlaps with new grant funding covered under the new 2019-2022 Plan. The 2019-2022 SHIP Plan covers new grants received for the next three years starting July 1, 2019. In order to apply the same programmatic terms and policies for all new cases, regardless of which year of grant funding is used, the 2016-2018 Plan is being amended to reflect terms and policies included in the 2019-2022 Plan.

These plans guide the programmatic requirements for the City's programs for Owner-Occupied Housing Rehabilitation, Purchase Assistance, Affordable Housing Development, Rental Assistance, and Disaster Recovery (housing-related).

A strike-through/underline copy of the technical revisions to the 2016-2018 Plan is provided electronically. The following is a brief summary of the main changes:

- Revised the waiting list priorities.*
- Incorporated a policy for income-eligible heirs to assume the housing rehabilitation/replacement and purchase assistance mortgages if they will use the home as their principal residence.*
- Revised the loan payment calculation method for the Home Replacement Program.*
- Incorporated eligibility for properties in community land trusts to use the City's Purchase Assistance Program.*
- Reduced the Maximum Award for Purchase Assistance by \$1,000, which previously was included to cover the cost of the case processing fee. SHIP no longer permits this cost to be part of the project fee. This fee must be charged to SHIP administrative allowances.*
- Incorporated two exceptions to the "first-time homebuyer" policy for housing purchase assistance programs to include households who have lost their home as a result of a declared disaster or other such event (ex. fire) and for spouses fleeing domestic violence.*
- Added a minimum \$1,000 applicant contribution for the Purchase Assistance Program and homebuyer assistance provided as part of the Owner-Occupied Affordable Housing Development Program.*
- Revised the Maximum Award for the Disaster Recovery Program from \$20,000 to \$10,000 and added moderate income households (up to 120% of annual median income - AMI) as eligible for this program (as recommended by the SHIP Program).*
- Revised loan terms for Rental Affordable Housing Development to differentiate loan terms for units serving 80% of AMI and units serving households at 50% AMI to incentivize developers to provide housing units for 50% AMI.*
- Incorporated the new application selection criteria used in the 2019-2020 Plan for both rental and owner-occupied Affordable Housing Development Programs.*
- Increased the term of the equity sharing provision for homebuyer assistance provided through the Owner-Occupied Affordable Housing Program from five years to ten years. The intent of this provision is to lengthen the time that the property is held for affordable housing. If the eligible homeowner re-sells to another income eligible homeowner within the time period, no equity sharing is required.*

Changes to the City's Plan are submitted to the Florida Housing Finance Corporation, which manages the SHIP Program for the State of Florida. Unlike "substantial amendments", which either add or delete strategies for the Plan, these changes are considered "technical revisions" to the existing Plan. Therefore, no further review and/or approval is required from Florida Housing Finance Corporation. A clean copy of the revised Plan will be submitted to Florida Housing Finance Corporation for their records.

Resolution No. 2242 - Adopting Modifications To The Industrial Pretreatment Program's Enforcement Response Plan

As part of revisions to Code of Ordinances Chapter 23, Utilities, Division 4, Industrial Pretreatment Program, the Environmental Services Department requests adoption of Resolution No. 2242 to revise the Enforcement Response Plan for the Industrial Pretreatment Program.

In accordance with Rule 62-625.500(2)d, Florida Administrative Code (FAC), the Florida Department of Environmental Protection (FDEP) requires that a public utility shall develop and implement an enforcement response plan (ERP) for its Industrial Pretreatment Program (IPP). This plan shall contain detailed procedures that:

1. Describe how the control authority (City of Largo) will investigate instances of noncompliance;
2. Describe the types of escalating enforcement responses the control authority will take in response to anticipated types of industrial user violations and the time periods within which responses will take place;
3. Identify (by title) the officials responsible for each type of response; and,
4. Reflect the control authority's primary responsibility to enforce all applicable pretreatment requirements and standards.

In 2015, the City Commission adopted Ordinance No. 2014-68 to bring Chapter 23 of the Code into compliance with the 05/10/2010 revisions to Rule 62-625 FAC and implement revised local limits. The ERP was the final document slated for revision and adoption. The revised ERP was approved by FDEP in 2014, however, it was not officially adopted by the City Commission. The revised ERP (Attachment A) reflects non substantial revisions and conforms the plan more closely to the model ERP issued by the State of Florida in Pretreatment Program Guidance documents.

Motion was made by Commissioner , seconded by Commissioner , 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

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

Absent: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried 7-0.

ITEMS REMOVED FROM THE CONSENT DOCKET

Questions:

Motion was made by Commissioner , seconded by Commissioner , to .

Discussion:

None

Vote:

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

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

Absent: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried 7-0.

PUBLIC HEARINGS

None

LEGISLATIVE MATTERS

Approval Of First Amendment To Construction Manager Agreement For New Wastewater Treatment Facility Operations Building With Biltmore Construction Establishing The Guaranteed Maximum Price In The Amount Of \$8,358,585 And Authorizing Commencement Of Construction

The City Commission has authorized the design of a new Environmental Services Wastewater Treatment Facility (WWTF) Operations Building on the existing Environmental Services site. The City has contracted with Biltmore Construction (Biltmore) for construction manager at-risk (CM) services for this project. The first phase of the contract included compensation in the amount of \$66,750 for design phase services.

The facility will consist of a three story Cat 5 wind rated, 13,187 square foot building to accommodate laboratory staff and plant operators. Since the WWTF is in a flood area the ground floor was designed for building entrances, under-cover parking for all terrain vehicles and a nominal number of parking spaces. This facility was designed by McKim & Creed.

Once a Certificate of Occupancy is issued and staff has moved into the building the final phase of the project will be the demolition of the existing operations buildings and labs and final site improvements. The GMP in the amount of \$8,358,585 is the total cost of construction (included in the GMP is a City contingency in the amount of \$200,000). Any funds in the contract that are not spent remain with the City. The total construction period shall be 425 days to achieve substantial completion of the new Operations Building. Relocation to the new building is programmed for Thirty (30) days.

Demolition of existing buildings shall be Sixty (60) calendar days after staff has relocated to the new building. Final completion of demolition shall occur Thirty (30) calendar days following substantial completion. The total project time will be five hundred forty-five (545) days from mobilization to final completion. Copies of the addendum are available in the City Commission Office.

Questions:

Motion was made by Commissioner , seconded by Commissioner , to approve the First Amendment to Construction Manager Agreement for new Wastewater Treatment Facility Operations Building with Biltmore Construction establishing the guaranteed maximum price in the amount of \$8,358,585 and authorizing commencement of construction.

Discussion:

Vote:

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

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

Absent: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried .

Acceptance Of Nine Temporary Ingress, Egress, Maintenance And Repair Easement Agreements Located Along

Maiden Lane

This agenda item requests acceptance of nine temporary ingress, egress, maintenance and repair easement agreements located along Maiden Lane, a private unpaved road. These easement agreements will allow City staff to accomplish three tasks. These include repairing any problems with the existing sanitary sewer line, regrading the unpaved road and finally, conducting a formal land survey to determine the location of the road and sewer line in relation to each property line. The data obtained from the formal land survey would allow City staff to produce future permanent easement agreements with each of the property owners.

As an update to the ongoing effort to acquire temporary easement agreements for the private unpaved roads, City staff has received five signed temporary easements out of the total of seven required for the northern block of Martin Street. The northern block of Martin Street will be presented to the City Commission for approval in the near future. Copies of the easement agreements are available in the City Commission Office.

Questions:

Motion was made by Commissioner , seconded by Commissioner , to approve acceptance of nine temporary ingress, egress, maintenance and repair easement agreements located along Maiden Lane.

Discussion:

Vote:

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

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

Absent: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried .

Resolution No. 2243 - Approval Of Americans With Disabilities Act Transition Plan

The Recreation, Parks and Arts (RPA) Department is seeking accreditation from the Commission for Accreditation of Parks and Recreation Agencies (CAPRA). An Americans with Disabilities Act (ADA) Transition Plan (Transition Plan) is required as a condition of accreditation.

The Transition Plan demonstrates that the City has an active means to assess and correct ADA deficiencies both inside City owned facilities and in the Public Right-of-Way. It was prepared jointly by the Engineering Services, Public Works, and Recreation, Parks and Arts Departments. It is a living document intended to capture and correct ADA deficiencies. This current version focuses on RPA's 22 facilities and surrounding parking and sidewalk infrastructure, upcoming Capital Improvements Program (CIP) paving projects and signalized intersections.

Also included in the Transition Plan is the City's formal ADA complaint procedure and form. The Assistant City Manager is responsible for directing the investigation of all ADA complaints and rendering a determination of findings. The purpose of this procedure is to resolve ADA compliance issues at the local level.

On an annual basis additional City assets will be assessed for ADA compliance and the Transition Plan will be updated. Additionally, the proposed FY 2020 City Annual Budget for the Engineering Services Department

includes a \$25,000 recurring line item for ADA corrective actions across the City. All completed corrective actions would also be captured in updates to the Transition Plan.

Finally, City staff are committed to correcting ADA deficiencies and encourage the public to report any City facility, program, service or activity that appears to be inaccessible to the disabled to either the Engineering Services or Public Works Departments.

Questions:

Motion was made by Commissioner , seconded by Commissioner , to approve Resolution No. 2243.

Discussion:

Vote:

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

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

Absent: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried .

Authorization To Award RFP No. 019-P-676, Downtown Plaza Enhancement Project, To BrightView Landscape Development, Inc.

Community Development staff is requesting authorization to award the Downtown Plaza Enhancement project to BrightView Landscape Development, Inc. for \$505,845. The project encompasses a signature landmark feature in addition to hardscape, public lighting and landscape components at the southwest corner of West Bay Drive and Seminole Boulevard within the West Bay Drive Community Redevelopment District.

On June 5, 2019, the City received three proposals for the construction of the Downtown Plaza Enhancement project from the following firms:

- BrightView Landscape Development, Inc.
- Kloote Contracting, Inc.
- Tampa Contracting Services, Inc.

City staff reviewed the proposals and negotiated with BrightView Landscape Development as a result of submitting the most responsive and responsible proposal meeting the minimum requirements and criteria. Subsequent to the proposal negotiations, the project cost is the result of BrightView Landscape Development's best and final offer made on July 2, 2019.

Construction will be completed 120 days upon receipt of the notice to proceed.

Questions:

Motion was made by Commissioner , seconded by Commissioner , to approve authorization to award RFP No. 019-P-676, Downtown Plaza Enhancement Project, to Brightview Landscape Development, Inc.

Discussion:

Vote:

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

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

Absent: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried .

Ordinance No. 2019-58 - First Reading - Amending Exemptions From Competitive Purchasing Procedures For Housing Grant Programs

The Code of Ordinances, Section 2-157 currently exempts the Housing Division from the City's competitive purchasing procedures. Due to recent changes in the Federal Uniform Guidance that governs the expenditures of Federal grant dollars, the City must amend it's exemption for the Housing Division. Adoption of this ordinance will require the Housing Division to comply with the City's competitive purchasing procedures unless grant funds are transferred directly from the City to the beneficiary/resident.

City Clerk Bruner read Ordinance No. 2019-58 by title only.

Questions:

Motion was made by Commissioner , seconded by Commissioner , to approve Ordinance No. 2019-58 on first reading and schedule a second reading and public hearing on August 20, 2019.

Discussion:

Vote:

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

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

Absent: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried .

Ordinance No. 2019-76 - First Reading - Adopting Section 2-52 Of The Code of Ordinances To Establish Supplemental Travel Policies For City Employees And Elected Officials

As the City continues its evolution toward a high performance organization, policies and procedures that impact employees and service delivery will be reviewed for business process optimization and effective service delivery. Since embarking on the high performance organization journey in 2018, the first policy to come to light is the City's Travel Policy. The Travel policy is intended to provide parameters that will support employee

learning and development opportunities that cultivate a high-performance culture. The City of Largo encourages elected officials and employees to participate in professional and organizational development by attending training events, conferences, seminars, etc., because learning and development are how the City remains relevant and encourages service innovation.

The Travel policy is currently governed by Florida Statute Section 166.021(9)(b). In this statute, the state has prescribed specific dollar amounts and travel reimbursement expense parameters that all levels of government must follow, unless the elected body adopts a law that regulates travel expenses and reimbursement. Due to the highly administratively burdensome requirements prescribed in state law, the City wishes to establish travel parameters within the Code of Ordinances. Generally, the City's travel policy, included herein, aligns with the state statute. The deviations from the state statute are summarized below:

1. Types of Travel: The statute outlines various classes of travel (A, B, C) and prescribes specific cost/reimbursement/per diem calculations for each class. The City's proposed policy provides for two types of travel (Outside Tampa Bay and Inside Tampa Bay) with straight forward cost/reimbursement/per diem calculations.
2. Per Diem & Mileage Reimbursement Calculations: The statute prescribes specific dollar amounts for mileage (44.5c/mile) and per diem payments (\$80 max or specific amounts per meal). The City's proposed policy includes a provision to update annually based on the federal mileage reimbursement rate (currently 58 cents/mile), and use the federal GSA per diem amount for the Tampa/St. Petersburg area, which is currently \$60/day.
3. Partial Per Diem Calculations: The statute prescribes partial day per diem payment calculations based on the time the traveler departs, breaking each 24 hour period into 4 periods. The City's policy proposes paying 50% of the full day reimbursement amount on a travel day, regardless of departure and/or arrival time.

Finally, this proposed travel policy will apply to both City Staff and the City Commission to comply with statutory requirements. If this policy is adopted by the City Commission, a new section of the Code will be established effective 10/1/2019, and the City's Legislative Policies and Administrative Policies and Procedures documents will be updated to reflect the new Code provisions.

City Clerk Bruner read Ordinance No. 2019-76 by title only.

Questions:

Motion was made by Commissioner , seconded by Commissioner , to approve Ordinance No. 2019-76 on first reading and schedule a second reading and public hearing on August 20, 2019.

Discussion:

Vote:

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

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

Absent: Commissioners Smith, Fenger, Holmes, Robinson, Holck, Carroll, Mayor Brown

Motion carried .

STAFF REPORTS

Proposed Comprehensive Development Code Amendment Addressing Medical Offices And Clinics Within The Industrial Limited Future Land Use Classification

In an effort to align the City of Largo's Comprehensive Development Code (CDC) with the Forward Pinellas Countywide Plan, staff will be pursuing changes to the allowable uses within the Industrial Limited (IL) land use classification, specifically medical offices/clinics.

The IL classification is generally appropriate to locations with sufficient size to encourage integrated industrial/mixed-use projects, suitable for light industrial use with minimal adverse impact on adjoining uses; and served by the arterial and thoroughfare highway network, as well as mass transit. Currently, the Countywide Plan Rules allow for institutional uses as "secondary uses" within the Employment category. The Employment category is the equivalent land use category for the City of Largo's Industrial Limited classification. Per the City's CDC Table 6.1, medical offices/clinics are only allowed in this classification as an ancillary use under twenty-percent of the principal structure's floor area.

Staff will be bringing forward a proposed amendment to the CDC to allow medical offices and clinics and researching local government regulations in Pinellas County to better understand appropriate uses for the IL classification, with a goal of continuing to encourage clean industrial growth per the Comprehensive Plan - Forwarding Our Future 2040.

Discussion:

ITEMS FROM CITY ATTORNEY, COMMISSION, MAYOR, CITY MANAGER

SUMMARY OF ACTION ITEMS

ADJOURNMENT

The meeting adjourned at pm.

Diane L. Bruner, CMC, City Clerk