

CITY OF LARGO CITY COMMISSION REGULAR MEETING

July 16, 2019
Minutes

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

COMMISSION ABSENT: Commissioner Fenger

PARTICIPATING STAFF PRESENT: City Mgr. Schubert, City Attorney Zimmet, City Clerk Bruner, Planner Lunan-Gordon, Housing Mgr. Anderson, Housing Grants Spec. Woodard, Econ. Dev. Mgr. Brydon, Econ. Dev. Coord. Nunez, HR Dir. Sinz, Solid Waste Mgr. Gordon, Asst. Solid Waste Mgr. Comi, OPB Dir. Semones, OPB Mgr. Payne, HR/Benefit Supervisor Boucher

Mayor Brown called the Regular Meeting to order at 5:59 pm.

Invocation was given by Reverend Michael J. Glymph, Pastor, Prince of Peace Lutheran Church, followed by the Pledge of Allegiance.

CEREMONIAL

Presentation Of Certificate Of Appreciation To Youth Leadership Council Member, Liliana Kekahuna-Stough

The Largo Youth Leadership Council has concluded their second year as a Board. Twelve members were appointed to serve two year terms. Included in this year's Council were two seniors, providing excellent leadership in helping to lay the groundwork for the future objectives and purpose of the Council.

The one graduate who participated the entire term is Liliana Kekahuna-Stough. Commissioner James Robinson will present her with a certificate of appreciation.

Commissioner Robinson described Ms. Kekahuna-Stough's accomplishments in high school and stated that she will attend Gulf Coast University to major in Social Work. Commissioner Robinson and Mayor Brown presented a Certificate to Ms. Kekahuna-Stough.

STAFF REPORTS

Largo Youth Leadership Council Annual Report

The Largo Youth Leadership Council's By-Laws stipulate that the Chairperson of the Council will make a report to the Largo City Commission of activities and business of the Council at least once a year. The presentation will include a video.

Ms. Cassandra Bernard, YLC Vice Chair, thanked the City Commission for its support. She stated that their work this year included a painting project (Only Rain Down The Drain), which combined the items identified as most important to teens at the Teen Summit; the environment and the arts. She stated that they also participated in the Florida League of Cities Legislative Action Day for Youth Councils in Tallahassee. She stated that the YLC was looking forward to working on helping the homeless and less fortunate in Largo, and that they will continue the storm drain painting project. Mayor Brown thanked the Council for their work.

Community Development Advisory Board (CDAB) 2018 Annual Report

The Community Development Advisory Board (CDAB) provides recommendations to the City Commission on programs, projects and initiatives of the Community Development Department (CD). As it does each year, the Board has prepared an annual report and presentation for the City Commission, which highlights the work of its members in 2018 and proposes a work plan for 2019.

CDAB identified and addressed priorities of the City through presentations, reports and updates heard from the Community Standards, Housing and Planning Divisions within CD as well as the Administration, Recreation, Parks & Arts (RPA) and Engineering Services Departments. This report from CDAB will cover activities for 2018 as they relate to CD and the implementation of Largo's 2017 Strategic Plan. Some activities, just to name a few include:

- Community Engagement/Involvement;
- West Bay Drive Downtown Plaza Enhancement Project;
- Sign Amortization Discussion;
- Commercial Recreation Future Land Use;
- CDBG Sub-Recipient Applicant Presentations;
- FY 2017-2018 CDBG Funding Recommendations;
- CAPER – October 1, 2017 – September 30, 2018; and
- Updates from RPA and the Engineering Services Departments.

A presentation was given by Chairwoman Janyce Cruse and Board Member Allison Broihier regarding the Board's work during the past year. Mayor Brown thanked the Board members for their work.

CITIZEN COMMENT

1. Nick Antia stated that his mother's property was annexed into the City in 2018 and she received a letter providing that she must hook up to the City's sewer system by December 2019. He requested a recommendation for someone to contact at the State level for an exemption for his mother, as the cost would be between \$20,000 and \$30,000 due to the nearly 300 length of the line extension needed. He stated that he would also like an extension of the December deadline.

AGENDA – APPROVED

Approval of the Regular Commission Meeting agenda of July 16, 2019.

Discussion:

None

Motion was made by Commissioner Holmes, seconded by Vice Mayor Carroll, to approve the agenda for the Regular Meeting of July 16, 2019.

Vote:

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

Absent: Commissioner Fenger

Motion carried 6-0.

MINUTES – APPROVED

Approval of the Regular City Commission Meeting minutes of July 2, 2019 as on file in the City Clerk's Office.

Discussion:

None

Motion was made by Commissioner Holmes, seconded by Vice Mayor Carroll, to approve the minutes of the

Regular Meeting of July 2, 2019.

Vote:

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

Absent: Commissioner Fenger

Motion carried 6-0.

CONSENT DOCKET – APPROVED

Authorization To Renew RFP No. 16-P-574, Disaster Recovery/Debris Management To AshBritt Environmental, Crowder Gulf, J. B. Coxwell Contracting Inc. And DRC Emergency Services, LLC For A One Year Period

On October 5, 2016 the City of Largo entered into a three year contract for Disaster Recovery/Debris Management with AshBritt Environmental, Crowder Gulf, J. B. Coxwell Contracting Inc. and DRC Emergency Services, LLC. The contract also has provisions for two, one year renewals.

The initial three year term of the contract expires October 5, 2019. The Public Works Department recommends that the City Commission renew this contract for the first of two potential one year renewals with AshBritt Environmental, Crowder Gulf, J. B. Coxwell Contracting Inc. and DRC Emergency Services, LLC.

This service provides options in the event of a natural disaster or man-made disaster for the City of Largo to utilize immediately in an emergency. It also provides the City of Largo logistical support in the various recovery operations that take place immediately following a disaster event. The four vendors have agreed, in writing, to extend their pricing for the first renewal period.

Award Of RFO No. 19-Q-666 Continuing Professional Services Agreements For General Engineering, Landscape Architecture, Planning And Community Development, Public Works/Facilities, And Engineering Professional Services To Selected Firms

The City maintains a pool of qualified consultants to provide various services to the City under the terms of a contract to furnish professional services referred to as a Professional Services Agreement (PSA). PSA's are entered into for a specific discipline of professional work following a qualifications based selection process which meets the requirements of the Consultant Competitive Negotiation Act (CCNA). The terms of the PSA allow the City to terminate an agreement with cause at any time and immediately upon written notice to the consultant.

On February 25, 2019, the City advertised RFQ No. 19-Q-666 and statements of qualifications were received from 65 consultant firms. The Selection Committee(s) consisted of staff from the Community Development, Engineering Services and Public Works Departments. Proposers were evaluated based upon ability and capacity to provide the professional services required, experience on projects similar in scope, past performance on projects, location of consultant's office and personnel and consideration to firms with minority business status as designated by the State of Florida.

The attached table lists the 58 firms which are deemed qualified to provide the desired services and are recommended by the Section Committee(s) to be awarded a PSA. Once these PSA's are in place, a detailed scope and fee will be negotiated with the selected firm to establish the services sought by the City. Fees exceeding \$50,000 will be brought before the City Commission for approval.

Attached is a sample contract agreement representing all of those recommended for approval. A complete set of agreements has been placed in the City Commission Work Room.

Approval Of The Bentley Select Program Agreement In The Amount of \$66,693

The Engineering Services Department seeks City Commission approval of the Bentley Select Open Access Program (SELECT) agreement, which will replace the existing Bentley Enterprise License Subscription for Municipalities (ELSM) agreement that expired on June 2, 2019.

The ELSM subscription provided the City with unlimited access to a comprehensive portfolio of engineering and mapping software. City staff evaluated our current use of all the Bentley products and with the City's transition to Esri GIS and implementation of VueWorks for Asset Data Management, staff determined that the unlimited Bentley portfolio access is not needed. The Bentley SELECT Program is more economical and meets the City's long term needs.

Bentley software products have been successfully used for many years by the City to support internal infrastructure operations and capital project delivery functions. Software applications from Bentley are currently being used to support the City's Engineering Services Department in the design, modeling, analysis, production of construction plans, and asset data transfer for Capital Improvements Program projects and service requests. In addition, the Community Development and Public Works Departments access the Bentley products for various assignments.

The funding breakdown for this agreement is:

Dept/Fund	Available	Expenditure
CD/General	\$6,000	\$6,000
EN/General	\$21,900	\$20,231
EN/Stormwater	\$40,000	\$20,231
EN/Wastewater	\$70,000	\$20,231
TOTAL	\$137,900	\$66,693

Authorization To Purchase Nine (9) Vehicles For The Departments Of Recreation, Parks And Arts, Community Development, Public Works And Environmental Sciences From Duval Ford In Accordance With The Florida Sheriffs Association Contract No. FSA18-VEL26.0 In The Estimated Amount of \$247,772

This item requests approval for the purchase of regularly scheduled replacement vehicles for the Departments of Recreation Parks and Arts, Community Development, 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. Included in this request is the purchase of an additional vehicle for the Solid Waste Department to accommodate a new supervisory position. In the Environmental Services Department Vehicles 62-22-81 and 62-22-94 are F150 pickups that are being upgraded with added towing capacity.

Renewal Of RFP No. 13-P-446, Group Medical Insurance, For Plan Year October 1, 2019 To September 30, 2020, With Public Risk Management Of Florida Health Trust In The Estimated Amount Of \$10,670,000

The City of Largo became self-insured for employee medical coverage on October 1, 2013 with Public Risk Management Florida Health Trust (PRM), a self-funded Health Trust Pool comprised of fifty-six (56) public entities in the State of Florida. PRM was establish on October 1, 1988 and operates as a cooperative consortium for the purpose of providing self-insured health coverage to its members and their employees. The Pool maintains excess insurance (stop loss insurance) of \$300,000 per member to protect the Pool from an accumulation of losses in any policy year. PRM has consistently run with a surplus reserve in excess of \$14.5 million.

On March 15, 2016 the City Commission approved remaining with Public Risk Management of Florida Health Trust in the self-funded Health Trust Pool. Gallagher Benefit Services is the broker/consultant utilized by PRM Group Health Trust; ensuring competitive plan designs and premiums.

As an industry standard, plan providers have a goal of 85% of the premium being allocated to medical claims and 15% of the premium going toward administrative costs. The City of Largo has a 99% claims to premium ratio, inclusive of administrative costs for the renewal cycle. Based on the City's claims experience, the experience of the overall PRM plans and market conditions, PRM is requiring a 6.7% increase in health insurance premiums to renew coverage for FY 2020. The renewal includes maintaining the identical plan design for the Core Plan, High Deductible Health Plan, and the Minimum Coverage Plan. City of Largo employees have been extremely pleased with the plan designs. All members of the consortium are required to offer the Minimum Coverage Plan to comply with the Patient Protection and Affordable Care Act (PPACA). PRM also provides compliance with the PPACA, paying the Healthcare Reform Patient Centered Outcomes Research Institute (PCORI) Fee of \$2.39 per enrollee per year due in July 2020, at no additional charge.

Authorization To Enter Into A Software Agreement With Environmental Systems Research Institute (ESRI) For The Small Local Government Enterprise License (ELA) And Subscription Training For \$195,000 For Three (3) Years

The purpose of this memorandum is to seek approval from the City Commission to enter into a software license agreement with Environmental Systems Research Institute, Inc. (ESRI) called the Small Local Government Enterprise License Agreement (ELA), which is a multi-year, subscription-based program offered to City and County governments that provides unlimited access to desktop and server GIS applications and extensions for a single, fixed annual fee, based on the population size that is served by a City or County government. For the City of Largo, with an estimated population of 80,000 permanent residents, the annual ELA would be \$50,000 for each year of the three-year agreement. The ELA fee also includes unlimited access to technical support resources, and covers all related software upgrade fees and maintenance releases. The agreement does include a fiscal nonfunding clause.

In addition to the ELA, approval is also requested to procure a software training add-on package for the ELA for an additional annual cost of \$15,000. The training add-on package will provide credits for in-person and online training classes at discounted rates, which will be essential to deploying ESRI desktop and server GIS solutions for integration with our existing and future enterprise systems, e.g. Asset Management (VUEWorks), Land Management (TRAKiT), and our upcoming Enterprise Resource Planning (ERP) system.

The ESRI ELA subscription will provide increased flexibility in software licensing and procurement to support changes in the City's enterprise technology architecture, predictable expenses with lower unit software costs, and the opportunity to further enhance coordination of GIS and IT initiatives to serve the business needs of the organization. If approved, this would be the second consecutive three-year agreement between ESRI and the City of Largo.

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

Vote:

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

Absent: Commissioner Fenger

Motion carried 6-0.

ITEMS REMOVED FROM THE CONSENT DOCKET

None

PUBLIC HEARINGS

Resolution No. 2235 – Adoption of the FY 2019-2020 Community Development Block Grant (CDBG) Action Plan - APPROVED

The United States Department of Housing and Urban Development (HUD) requires each jurisdiction receiving federal funding for Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds to submit a Strategic Plan every five years and an Action Plan each year. The FY 2019-2020 Action Plan identifies activities to be funded and the proposed funding sources for those activities for the fifth year of the five-year plan. The Action Plan was developed to support the five-year priorities to create and maintain affordable housing, address homelessness, and assist non-homeless persons with special needs. Staff is requesting approval by the City Commission of the FY 2019-2020 Action Plan. Upon approval, the Action Plan will be remitted to HUD for review and approval.

The FY 2019-2020 CDBG Action Plan identifies activities to be funded, and the proposed funding sources for those activities. The Action Plan not only contains CDBG-funded activities, but all activities funded by the HOME Program, Pinellas County Housing Trust Fund (HTF), and the State Housing Initiatives Partnership (SHIP) Program. Resolution No. 2235 also includes an endorsement of Pinellas County's FY 2019-2020 Annual Action Plan to include \$272,721 in HOME funding that is granted to the City of Largo through Pinellas County. The Action Plan includes City of Largo General Funds planned to fund the second year of two-year agreements for a portion of the Behavioral Health Navigator in partnership (co-funded with CDBG and General Funds) with the City's Police Department and funding to support the Pinellas County Homeless Leadership Board.

The Action Plan includes funding for projects based on the final CDBG and HOME grant allocations and estimated program income and prior year rollover of funds for both of these funding sources. Public services funding available through CDBG is capped based on a formula of the CDBG grant funding for FY 2019-2020 and the CDBG program income received during the current year (2018-2019). Therefore, the amount allocated to public service subrecipients in the Plan is based on the estimated public services cap at the time the Plan was developed. The Action Plan contains language that allows for an adjustment to these allocations should the amount of public services cap ultimately be lower than anticipated in the Plan. Likewise, additional funding for these services is included on the Plan's Alternate Project list in the event that the public services cap exceeds what was included in the Plan.

The Community Development Advisory Board (CDAB) recommended approval of the Action Plan at its April 29, 2019 meeting. The draft Action Plan was also brought to the City Commission as a Staff Report on May 21, 2019. The draft Action Plan was made available to the public for a 30-day public comment period. No comments were received during that time.

Ms. Bruner read Resolution No. 2235 by title only.

Public Hearing/Questions:

None

Motion was made by Commissioner Smith, seconded by Commissioner Holmes, to approve Resolution No. 2235.

Vote:

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

Absent: Commissioner Fenger

Motion carried 6-0.

Ordinance Nos. 2019-70 And 2019-72 – Second Reading – An Annexation Of Two (2) Properties Located At 12811 66th Street And 6600 Ulmerton Road, With Land Use Designation Of Commercial General - ADOPTED

City Commission approval is requested for Ordinance No. 2019-70 and 2019-72, for voluntary annexation of two (2) properties with a total land area of 2.67 acres (mol). These properties, if annexed into the City, will have a land use designation of Commercial General. Annexation of these properties by the City of Largo is pursuant to criteria contained in Chapter 171, Florida Statutes. The Pinellas County Board of County Commissioners will be noticed on June 24, 2019, for review and comment. All City departments reviewed these annexations and indicated services can be provided to the properties.

Incentives that were provided to the property owners through an annexation agreement include a combined \$5,992.

Total taxable value for both properties is \$1,006,150.

Ms. Bruner read Ordinance No. 2019-70 by title only.

Public Hearing/Questions:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Robinson, to adopt Ordinance No. 2019-70 on second and final reading.

Vote:

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

Absent: Commissioner Fenger

Motion carried 6-0.

Ms. Bruner read Ordinance No. 2019-72 by title only.

Public Hearing/Questions:

None

Motion was made by Commissioner Robinson, seconded by Commissioner Holck, to adopt Ordinance No. 2019-72 on second and final reading.

Vote:

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

Absent: Commissioner Fenger

Motion carried 6-0.

Ordinance No. 2019-73 – Second Reading – Amending The Police And Fire Pension Plan To Include Enhanced Benefits For Fire Employees - ADOPTED

In an effort to collaborate and offer a more competitive public safety pension benefit, the International Association of Firefighters (IAFF), the Police Benevolent Association (PBA), and the City of Largo began labor negotiations on the topic of pension benefits on June 22, 2018. After many meetings and opportunities for discussion, the IAFF voted on and approved the following enhancements to the Fire pension:

Comparison of Current & Ratified Benefits

	Current IAFF & PBA Employees Hired before 9/30/13	Current IAFF & PBA Employees Hired After 10/1/13	IAFF Ratified Pension Enhancements Employees Hired after 9/30/13
Benefit Factor Per Year	3.25%	2.75%	3.25%
Normal Retirement	23 years	25 years	23 years
Final Average			
Compensation Window	Highest 3 years of last 10 Average	Highest 5 years of last 10 Average	Highest 3 years of last 10 Average

The benefits as listed above will be applied retroactively to IAFF eligible employees. In exchange for the enhanced pension benefits as described, the City will receive the Section 175 premium tax monies (SHARE plan monies) moving forward from all IAFF employees. Once the pension plan is 100% funded, all IAFF eligible employees will receive 100% of the 175 premium tax (SHARE plan) money. The Section 175 premium tax monies originate from a tax applied to homeowners insurance policies and are intended to fund benefits for Public Safety Fire personnel. The Section 185 premium tax monies originate from a tax applied to auto insurance policies and are intended to fund benefits for Public Safety Police Personnel.

The Police Benevolent Association (PBA), through their voting process, did not approve enhanced benefits and will remain at their current pension benefit and Chapter 185 (premium tax) monetary arrangement.

Ms. Bruner read Ordinance No. 2019-73 by title only.

Public Hearing:

1. Kyle Lighthiser stated that he represented the Largo Professional Firefighters. He stated that the ordinance was the culmination of over a year of negotiations. He stated that the ordinance will positively impact the firefighters for the rest of their lives. He stated that the enhancements will allow the City to recruit and retain the best firefighters and EMT's.

Questions:

Mayor Brown thanked Mr. Lighthiser and the other firefighters, as well as Ms. Sinz, for their work.

Motion was made by Commissioner Holmes, seconded by Commissioner Holck, to adopt Ordinance No. 2019-73 on second and final reading.

Vote:

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

Absent: Commissioner Fenger

Motion carried 6-0.

Ordinance No. 2019-69 – Second Reading – Authorization to Update The Personnel Rules and Regulations to Include Monetary Awards in Service Recognition Section - ADOPTED

The City of Largo provides employee recognition programs to highlight and celebrate outstanding service to the public and its internal customers. The Service Award program is a meaningful ceremony and award that gives the City of Largo the opportunity to recognize each employee at their 5 year incremental level of service. State Statute requires the City of Largo to formalize and establish each award program through an Ordinance. The following recommendation is being made to establish and update the Service Awards Program which is referenced in SECTION XVI: EMPLOYEE RECOGNITION, p. 47 of the Personnel Rules and Regulations as indicated:

Service Recognition. Based upon the employee's 5-year incremental (5, 10, 15, 20,...) anniversary of City employment:

- a. The employee will have the opportunity to take one day off with pay. The day off must be taken within a month of the anniversary date of hire, or otherwise will be forfeited. Due to the complexity of scheduling, Fire Rescue Department personnel on the twenty-eight day shift cycle will have the opportunity of taking twelve hours off with pay during their anniversary month.
- b. The employee will have the opportunity to choose a gift from a variety of established selections for each 5-year incremental anniversary or receive the monetary amount associated with the employee's 5-year incremental anniversary.

5 Years- 1 day (8 hours off)
10 years- \$100 (and 8 hours off)
15 years- \$150 (and 8 hours off)
20 years- \$200 (and 8 hours off)
25 years- \$250 (and 8 hours off)
30 years- \$300 (and 8 hours off)
35 years- \$350 (and 8 hours off)
40 years- \$400 (and 8 hours off)
45 years- \$450 (and 8 hours off)
50 years- \$500 (and 8 hours off)

Ms. Bruner read Ordinance No. 2019-69 by title only.

Public Hearing/Questions:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Smith, to adopt Ordinance No. 2019-69 on second and final reading.

Vote:

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

Absent: Commissioner Fenger

Motion carried 6-0.

LEGISLATIVE MATTERS

Authorization To Spend \$234,138 On Mixed Recyclables Processing With Waste Management Inc. of Florida - APPROVED

On December 18, 2018 the Office of Performance and Budget issued an Invitation for Bid (IFB) for the processing of Mixed Recyclables. The City received three "No-Bids" for this IFB. Since the initial bid release the IFB has been amended twice to better reflect the market conditions and the requirements of the processors. Neither issuance (January 30 and April 9, 2019) yielded any viable bids.

With the City Manager's approval the Solid Waste Division is currently negotiating terms of a processing agreement with Waste Management Inc. of Florida.

The City is currently not under contract for the processing of Mixed Recyclables. The City is presently working under a purchase order with Waste Management Inc. of Florida for the processing of Mixed Recyclables in the amount of \$149,000. This amount will be expended by the end of July. Under the current agreement the processing of Mixed Recycling cost the City of Largo \$70 per ton through August. In September the cost will adjust to reflect September market conditions. The requested amount to spend of \$234,138 represents the funds expended to date as well as an additional \$100,000 of funds that will need to be allocated for the processing of Mixed Recyclables until an agreement can be reached and a contract is in place.

The budgeted amount for the processing of Mixed Recyclables for FY 2019 is \$265,800. The balance available for the remainder of FY 2019 is \$131,662. The requested amount of \$100,000 is projected to cover processing costs through FY 2019.

Questions:

Commissioner Holmes questioned the cost, which Mr. Gordon stated was currently \$70 per ton. Commissioner Holmes stated that it did not make fiscal sense to pay for recycling and that he would vote against this item.

Motion was made by Commissioner Holmes to disapprove the expenditure of \$234,138 on mixed recyclables processing with Waste Management Inc. of Florida, to no second.

Motion was made by Commissioner Robinson, seconded by Vice Mayor Carroll, to approve the expenditure of \$234,138 on mixed recyclables processing with Waste Management Inc. of Florida.

Discussion:

Commissioner Holck questioned the time frame for the funds, which Mr. Gordon stated would be through September or until there is a contract.

Vote:

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

Voting Nay: Commissioner Holmes

Absent: Commissioner Fenger

Motion carried 5-1.

Approval Of The Proposed Property Tax Rate To Be Levied And The Time, Date, And Place For The First Public Hearing For The Property Tax Rate And Budget Adoption For FY 2020 - APPROVED

Truth in Millage (TRIM) - Maximum Millage (Property Tax) Rate:

Establishing the property tax rate is one of the most important and politically sensitive decisions that the City Commission must make each year. The decision impacts not just the budget year for which the rate is levied, but also has a long term effect on the City's financial health and ability to provide services. Additionally, State imposed limitations on property tax increases have made the establishment of the property tax rate a focal point of the annual budget process.

The City Manager's FY 2020 Proposed Budget recommended a reduction in the current property tax rate from 5.7413 mills to 5.6000 mills, which is the Rolled-back Rate plus a 3.67% increase in property tax revenue. The proposed property tax rate is adhering to the long-range strategy established by the City Commission to better control General Fund revenues by implementing small incremental increases in property tax revenue annually until a target of 20% General Fund fund balance is met. An annual increase in revenue does not directly correlate to the change in the property tax rate levied because the rate is dependent on changes in property values, new construction, and annexations. The proposed 5.6000 mills would generate \$1,293,000, or 5.07%, in additional General Fund property tax revenue, which will help the City to continue to provide the quality services that residents and businesses expect, help fund the increasing costs of providing service (employee salary increases and regular operating increases), and increase staffing and resources to meet growing service demands, maintaining our goal of 20% unrestricted fund balance.

The rolled-back property tax rate, which would generate the same property tax revenue as the prior year plus additional revenue from new construction and annexations, is 5.4016 mills. As defined by the State of Florida, a millage rate equal to or less than the Maximum Millage Rate, which is the Rolled Back Rate (5.5847) plus the Florida per capita income growth rate of 3.39%, can be adopted with a simple majority vote of the City Commission (4/7). A millage rate set up to 110% higher than the Maximum Millage Rate (6.1432) requires a super majority vote (5/7), while any millage rate greater than 110% requires a unanimous vote of the City Commission.

The Pinellas County Property Appraiser will be mailing the Notice of Proposed Property Taxes (Truth in Millage or TRIM notices) on August 19, 2019 to all property owners in Pinellas County. The TRIM notice will calculate property taxes using the proposed FY 2019 tax rates for all taxing entities, including the City of Largo, as well as the time, date and place for the first public hearing for property tax rate and budget adoption. During the two public hearings conducted for adoption of a property tax rate and budget, the City Commission may levy a tax rate lower than the rate proposed in the TRIM notices; however, it cannot exceed the rate used in the TRIM notices. The first public hearing is proposed to be held at the Regular City Commission Meeting on Tuesday, September 3 at 6:00 p.m. The second public hearing is proposed to be held at the Regular Meeting on Tuesday, September 17 at 6:00 p.m.

For purposes of establishing the TRIM Notice Maximum Millage Rate, the City Manager recommends the rate of 5.7000. Based on discussions during CIP adoption and at the first budget work session on July 12, 2019, there was a strong desire to add funding to the budget for replacement of the Parks Administration Facility due to its aged, poor condition. Unfortunately, revenue projections in the Penny for Pinellas Local Option Sales Tax Fund, where these types of projects are typically funded, are not revealing the available resources to fund this project. During the FY 2020 Proposed Budget review, the City Commission was presented with options to fund the reconstruction of this facility out of the General Fund, which will require short term debt. Approving 5.7000 as the maximum millage rate for advertising purposes would achieve the goal of reducing the tax rate and providing the City Commission with the flexibility to fund this project when the budget and tax rate is formally adopted in September. A follow-up Work Session is scheduled for Tuesday, August 14 for the City Commission to provide final budget direction on the Parks Administration Project, and consider community input from the Finance Advisory Board prior to the first public hearing to adopt a tax rate and budget for FY 2019.

Property Values:

For FY 2020, the Pinellas County Property Appraiser has projected an increase in taxable value of 7.96%, which finally brings the City's Taxable value above the pre-recession FY 2008 value of \$4.8 billion.

<u>Year</u>	<u>Taxable Values</u>	<u>% Difference from Prior Year</u>
FY 2020 July 1 Taxable Value		
Estimates	5,072,678,181	+7.96%
FY 2019 Final Gross Taxable Value	4,698,575,506	+7.68%
FY 2018 Final Gross Taxable Value	4,363,566,969	+7.88%
FY 2017 Final Gross Taxable Value	4,044,507,672	+8.60%
FY 2016 Final Gross Taxable Value	3,724,208,734	+7.41%
FY 2015 Final Gross Taxable Value	3,467,172,716	+5.42%
FY 2014 Final Gross Taxable Value	3,289,066,021	+1.37%
<u>Components of the FY 2019 Taxable Value Change:</u>		
New Construction:	+1.08%	
Annexation:	+0.13%	
Increase In Existing Property:	+6.75%	
Total:	+7.96%	

Public Input:

1. Geoff Moakley encouraged the City Commission to approve the City Manager's recommended rate of 5.6 mills as a tax rate for FY 2020.

Questions:

Commissioner Holmes questioned the amount for Parks Building debt service. Ms. Semones stated that it was \$400,000 (principal and interest) per year for ten years.

Motion was made by Commissioner Holmes to approve the proposed property tax rate for FY 2020 at the rate of 5.6 mills and schedule the first public hearing for property tax rate and budget adoption on September 3, 2019 at 6:00 pm, to no second.

Mr. Schubert stated that staff recommended 5.7 mills at this time in order to give the City Commission the flexibility to include the Parks building and a few other items. Mayor Brown stated that the original tax rate recommended did not include the health insurance amount. Vice Mayor Carroll stated that he would support 5.7 mills for now. Commissioner Smith stated his agreement and added that the City Commission can adjust the millage rate lower.

Motion was made by Commissioner Robinson, seconded by Commissioner Holck, to approve the proposed property tax rate for FY 2020 at the rate of 5.700 mills and schedule the first public hearing for property tax rate and budget adoption on September 3, 2019 at 6:00 pm.

Vote:

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

Absent: Commissioner Fenger

Motion carried 6-0.

Award Of RFP No.19-P-671, Group & Supplemental Life And AD&D Life Insurance, To Minnesota Life Insurance Company For A Three Year Period Beginning October 1, 2019 Through September 30, 2022 In The Estimated Amount Of \$708,540 (80% Employee Paid) - APPROVED

The Human Resources Department issued an RFP on March 20, 2019 regarding the City of Largo's group & supplemental life and accidental death & dismemberment (AD&D) insurance. After review of the proposals it

was determined that the most competitive carrier is Minnesota Life Insurance Company to provide the City's group & supplemental life and AD&D insurance provider for FY 2020, FY 2021, and FY 2022, with a rate guarantee of three (3) years.

The City's incumbent, VOYA, proposed a 4.2% decrease in premium for City paid life insurance and a flat renewal for employee paid supplemental life. Minnesota Life proposed a decrease in overall premiums in the estimated amount of \$30,730 (.22%) per year for the City paid basic life and AD&D premium and employee paid supplemental life premium. Minnesota Life also included in the Line of Duty AD&D benefit up to \$100,000 for public safety officers (Police, Fire) at no additional cost. The City's estimated annual expenditure for group & supplemental life and AD&D insurance will be \$38,264. The employees estimated annual expenditure will be \$197,916.

The City of Largo provides Basic Life Insurance to benefit eligible employees, for which the City of Largo pays the premium costs. The Basic Life amount is equal to annual salary rounded to the nearest \$500. The current basic life insurance has a minimum amount of \$15,000 (CWA \$30,000 minimum) and a maximum amount payable of \$250,000. The City's current basic life insurance rate with VOYA is \$0.075 per \$1,000 of coverage per employee per month. The proposed rate from Minnesota Life Insurance Company is \$0.050 per \$1,000 of coverage. As mandated, Police Officers receive an additional \$30,000 of life coverage, at a current monthly cost of \$2.25 per employee. Minnesota Life proposed a cost of \$1.50 per employee.

AD&D is provided by the City to benefit eligible employees. Coverage is equal to annual salary, rounded to the nearest \$500. This is a City-paid benefit. The maximum amount payable is \$250,000 and the minimum amount payable is \$15,000. The current AD&D rate with Voya is \$0.025 per \$1,000 of coverage per employee per month. The proposed rate from Minnesota Life is \$0.020 per \$1,000 of coverage per employee per month.

The City offers a supplemental life insurance plan, with premiums paid by employees through payroll deductions or Personal Insurance Credits (PIC). Employees may choose either \$25,000, \$50,000, \$100,000, \$150,000, \$175,000, \$250,000 or \$500,000. Employees who select supplemental life may also select spouse life in \$10,000 increments up to \$100,000. Minnesota Life proposed a maximum amount of spouse life coverage up to \$250,000. Dependent Child life is also available to employees in the amount of \$2,000, \$5,000 or \$10,000. Minnesota Life proposed a maximum amount of dependent life up to \$15,000. After retirement, retirees may continue term life insurance in the amount of \$10,000 or \$20,000 at the retiree's expense. The premium charged to retirees is \$1.37 per \$1,000.

Questions:

None

Motion was made by Commissioner Holmes, seconded by Vice Mayor Carroll, to approve award of RFP No. 19-P-671, Group & Supplemental Life and AD&D Life Insurance, to Minnesota Life Insurance Company for a three year period beginning October 1, 2019 through September 30, 2022 in the estimated amount of \$708,540 (80% employee paid).

Vote:

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

Absent: Commissioner Fenger

Motion carried 6-0.

Mayor Brown recessed the City Commission meeting and convened the Community Redevelopment Agency (CRA) meeting.

COMMUNITY REDEVELOPMENT AGENCY (CRA)

Approval Of Agreement For Purchase And Sale of Parcel No. 34-29-15-26424-001-0100 To Flagship Holdings, LLC, In The Amount Of \$20,000 - APPROVED

The Largo Community Redevelopment Agency (CRA) on May 7, 2019 approved the offer by Flagship Holdings, LLC in the amount of \$20,000 for the purchase of the CRA owned parcel No. 34-29-15-26424-001-0100, located at the northwest corner of 1st Avenue SW and 6th Street SW (map attached) and authorized the City Manager to negotiate a final sales contract. An Agreement for the Purchase and Sale was prepared and has been signed by Flagship Holdings, LLC for the CRA property.

A copy of the agreement is attached. The agreement has a sale price of \$20,000; a twenty-five percent deposit (\$5,000) upon approval of the agreement; a two year "claw-back" period following the sale of the property; and a restriction that the property will be developed as it was described in the Letter of Intent. The buyer is proposing a townhome project that will be at least sixteen (16) units for sale with three stories and possibly rooftop decks.

Questions:

Mayor Brown stated that he would abstain from voting, as he owned an adjacent property. Commissioner Holmes questioned the parcel at 603, which Ms. Brydon stated was alley access and public parking.

Motion was made by Commissioner Holmes, seconded by Vice Mayor Carroll, to approve the agreement for purchase and sale of Parcel No. 34-29-15-26424-001-0100 to Flagship Holdings, LLC in the amount of \$20,000.

Vote:

Voting Aye: Commissioners Smith, Holmes, Robinson, Holck, Carroll

Abstaining: Mayor Brown

Absent: Commissioner Fenger

Motion carried 5-0.

Mayor Brown adjourned the CRA meeting and reconvened the City Commission meeting.

ITEMS FROM CITY ATTORNEY, COMMISSION, MAYOR, CITY MANAGER

Commissioner Robinson thanked Mr. Schubert and his staff for their hard work and dedication to the City's financial stability. He stated that people were noticing the changes in the City. He welcomed a new resident to Largo, his mother.

Commissioner Holck also thanked staff for their work on the budget.

Vice Mayor Carroll stated that the Suncoast League of Cities held a retreat on Friday at the Library to discuss relationships with federal and state officials. He stated that he heard a presentation by Property Appraiser Mike Twitty and suggested inviting him to present at a Work Session.

SUMMARY OF ACTION ITEMS

1. Request by Vice Mayor Carroll that staff invite Property Appraiser Mike Twitty to make a presentation at a Work Session

ADJOURNMENT

The meeting adjourned at 6:57 pm.

Diane L. Bruner, CMC, City Clerk