

# CITY OF LARGO CITY COMMISSION REGULAR MEETING

September 17, 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, Rec., Parks & Arts Dir. Byrne, IT Business Analyst Meetoo, OPB Mgr. Payne, Planning Mgr. Perez, Principal Planner Parinello, Econ. Dev. Coord. Rojas-Norton, Econ. Dev. Mgr. Brydon

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

Invocation was given by Reverend Robert Martin, St. Paul United Methodist Church, followed by the Pledge of Allegiance. The Pledge of Allegiance was led by Boy Scout Troop 417.

## CEREMONIAL

### Presentation Of Check From The Central Park Performing Arts Foundation For \$30,000 To Support The Children And Families Series At The Performing Arts Center

For ten years the Foundation has provided annual support of \$25,000 for the Center's Children's Series. That is a quarter of a million dollar investment in the Center's programming. This donation has made it possible for the Center to provide high quality professional theater productions at a very affordable price for families and school groups. This year, the Foundation has increased its support to \$30,000. For the 2019-2020 theater season the Center will offer eight different children's productions with twenty individual performances. In addition to the support of the Children's Series, the Foundation has sponsored various upgrades to the technical equipment at the Center, upgrades to the building including new lobby furniture, flooring and window treatments in the Parkview Room, the Center's LED sign, scholarships for summer theater camp and provides financial support to the Center's resident theater company - Eight O'clock Theater.

The Foundation raises money through its annual gala which will be held on March 21, 2020, and through sponsorships, individual gifts and corporate fundraising.

Ms. Byrne and Mayor Brown accepted a ceremonial check from Ms. Danielle McManus Noble and Patty Brundrette. Ms. Noble stated that the Central Park Performing Arts Foundation has been very busy this year and will return with more checks. She invited everyone to the Gala on March 21, 2020.

### Employees Of The Quarter Recognition

The "Employees of the Quarter" program recognizes up to four (4) employees quarterly for exemplifying, contributing to, and upholding the City of Largo's Mission, Vision, and Values. Additionally, up to one (1) Operational Manager of the Quarter can be recognized. Nominations were received through August 30, 2019. The Selection Committee is comprised of employees representing all departments. Periodically a team of employees is recognized for particular work accomplishment. Each Employee of the Quarter receives 8 hours of Personal Option time and a \$50 gift card. The committee selected the following employees:

Employees of the Quarter:

Karisa Rojas-Norton, Economic Development Coordinator (CD)

Albin Soto, Police Officer (PD)

David Winkler, Treatment Plant Shift Supervisor (ES)

Bryan Rivera, Facilities Maintenance Supervisor (PW)

Manager of the Quarter:

Krista Pincince, Assistant RPA Director (RPA)

Employee of the Quarter Selection Committee Chair, Justin Meetoo will be presenting the awards at the meeting.

Employees of the Quarter:

Karisa Rojas-Norton, CD

Value: Integrity, Collaboration, Passion, Creativity

“Karisa is an outstanding employee for the City of Largo. She has been with the City for over 8 years and has defined what a business ombudsman's role is throughout Tampa Bay (she gets calls from other municipalities asking about our methods and process). But she goes well beyond assisting the business community and works across many departments on numerous projects - including the recently released video by the Marketing Division "Largo's 2019 Is Worth Celebrating!" and working with the Engineering Department on the presentation for the WBD Corridor Open House program. Any time Karisa is asked to help out on a project you can expect to receive a 110% effort on making sure that the completed project is one that makes Largo shine. In the City and throughout the business community everyone knows who Karisa is and they know that if they need help, they can always call on her. Her enthusiasm to provide superior service is noticeable each and every day. Karisa is extremely creative and is always coming up with new ideas to get the City's message out - including a song and a rap or two. She has participated in the Strategic Plan elements and was a team leader in that process; she is on the website team that produced the new award winning City website (Karisa was responsible for the Community Development pages); she has prepared documents that the City Commission used to help explain to the state legislators the importance of the CRA's; Karisa assists in making the Largo Old Fashion Christmas Parade happen each year; she has been selected to represent Largo in this year's Leadership Pinellas group; and if you ask her she will probably tell you that one of her favorite things to do outside of her day to day responsibilities is putting together a Community Development Food related event. Karisa deserves to be recognized as employee of the quarter because she is always looking for ways to showcase the City of Largo and all of the great things that we do..”

Albin Soto, PD

Value: Integrity, Collaboration, Passion, Creativity

“In the last quarter, Officer Soto has excelled in his role as the police department's mental health liaison. Officer Soto has been diligent with his follow-ups and provided resources to the most vulnerable clients in our city. I have received numerous emails and letters from clients and family members regarding the impact he has made on them. Officer Soto and his partner have also been selected for the Community Hero's Award from the Tampa Bay Bold Goal Health Collaborative. The team was also selected to be on the panel at the Pinellas Substance Use and Mental Health Action Forum. Listed below are a couple of examples of the impact that Officer Soto has made on his clients: 1. Officer Soto assisted a client suffering from schizophrenia who had been homeless for the past 12 years. After being released from the mental health facility, the ELMS team followed up with the client resulting in the client being placed at Pinellas Hope. The ELMS team also ensured the client followed up with a psychiatrist to obtain his medications. The client began to take his medications and went to mental health counseling. He was no longer having suicidal ideations, and is no longer homeless. Additionally, Officer Soto secured an indoor bed for the client at HEP. The client was also in the process of being placed in transitional housing for permanent residency. 2. Officer Soto reached out and met with a client in March resulting in an hour and a half conversation. The client was previously Baker Acted for making suicidal and homicidal threats. The client was also a military war veteran. In June 2019, Officer Soto followed up with the client. The client advised that the follow up and conversation with him previously had changed his

life. He explained the conversation made him reflect on his issues and seek help. The client has since been attending therapy and counseling from the VA and is taking medication. The client stated he could not remember feeling this good and advised he had finally started to deal with things that he always ignored from his time in the military. He advised he and his family are all happier. The client advised Officer Soto, that he helped change his life. Based on Officer Soto's exemplary work as the Mental Health liaison, I nominate him for the employee of the quarter."

David Winkler, ES

Value: Integrity, Collaboration, Passion

"After the retirement of our plant manager just over a year ago, Dave has been taking on the extra duties that have been a part of that role. He has been leading the operations team, meeting with vendors, going to meetings, taking care of paperwork, and other plant manager duties. Dave was not interested in becoming the plant manager, but he didn't let his coworkers down and there was no change in standards, quality, or integrity and they all worked together under his leadership. The plant operators often get overlooked as they are somewhat behind the scenes. No one could even tell as this was a seamless change and I am sure this next one will be. We recently welcomed our new plant manager, and Dave is there to help, pass along all his tips, knowledge, and insight to the operation of our plant. Dave should be recognized for all of his extra work he has been doing for 13 months. Thank you to Dave for stepping up and to all of the operators of our Environmental Services plant for keeping things running!"

Bryan Rivera, PW

Value: Integrity, Collaboration, Passion, Creativity

"Bryan has not been with the city long, but he hit the ground running. We had many projects at Southwest that he walked into with a smile and can do attitude. Bryan is always available to assist and even tries when he is not the person in charge of the tasks. Bryan does not say "you need to call..." instead he handles it with a smile and puts the right person in contact with you. Though we try not to bother Bryan outside of working hours, it is sometimes needed. Bryan answers the phone with the same can do attitude, is pleasant and always works on getting our problem solved as soon as possible. Bryan is much appreciated by the Southwest staff and we are lucky to have him as a city employee."

Manager of the Quarter:

Krista Pincince, RPA

Value: Integrity, Collaboration, Passion, Creativity

"Krista is an outstanding manager and leader. She has made significant contributions both to the department and the City as a whole. She helped to develop the two day new supervisor training and continues to oversee and teach in the program. She has served on Playbook projects and strategic planning teams. During emergencies she is the lead at the City's Family shelter and did a superb job during Hurricane Irma and in updating our procedures based on lessons learned. Krista is incredibly well organized and has a huge work capacity. When she commits to a project or a team she gives 100% and always follows through. She has a deep understanding of the recreation division which she oversees, provides guidance and support to the program managers, maintains excellent communication and spends a significant amount of time "in the field" working with staff to achieve continuous process improvement. She has a well developed orientation program for new managers having trained several within the last couple of years. But she can also be very hands on---everything from taking responsibility for cash handling at large special events, to taking over the Mayor's Golf Tournament when the Golf Manager had a family emergency. She is currently working on shifting how the department handles fitness classes and instructors to make us more competitive with other providers. Krista has worked to put in place a successful after school program at Highland and Southwest when we changed from providing programs at local schools to transporting children to our recreation centers. She is well versed in licensing requirements and continues to renew her certifications as a director which keeps her up to date with any changes that might affect our program. Krista was responsible for several sections of our recent

accreditation self study report. Krista participated in the Toastmaster's program, is an active member of the Largo Rotary, is an active volunteer in Pinellas County Schools, and an engaged FRPA member. Krista holds a CPRP credential. Krista clearly demonstrates the City's values of Passion, Creativity Collaboration and Integrity and deserves to be recognized for her outstanding contributions."

Mr. Meetoo introduced Karisa-Rojas Norton, Albin Soto, Dave Winkler, Bryan Rivera and Krista Pincince, and each was presented with a certificate by Mayor Brown. They were congratulated by the Mayor and City Commission, City Manager and City Attorney.

Mayor Brown stated that Item 13 will be removed from the agenda and rescheduled for October due to a notice problem.

### **CITIZEN COMMENT**

1. J.B. Butler commented on the importance of common decency.
2. Pat Stetham stated that she owned property on 25th Street, at the center of the 25th Street sewer project. She stated that she wanted the project to move forward.
3. Heather Fuja stated that she lived at 705 25th Street and that she has been dealing with the sewer issue since 2017. She stated that she was told last year that the problem would be taken care of and urged the City Commission to see that the issue gets fixed.

Commissioner Smith requested that the City Commission be kept up to date on the project.

4. Mark Klutho stated his concern for the Downtown Plaza project.
5. Laurie Ellwood stated that she also lived on 25th Street and asked that the budget be approved and the project moved forward.

### **AGENDA**

Approval of the Regular Commission Meeting agenda of September 17, 2019.

Discussion:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Fenger, to approve the agenda for the Regular Meeting of September 17, 2019.

Vote:

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

Motion carried 7-0.

### **MINUTES**

Approval of the Regular City Commission Meeting minutes of September 3, 2019 as on file in the City Clerk's Office.

Discussion:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Fenger, to approve the minutes of the Regular Meeting of September 3, 2019.

Vote:

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

Motion carried 7-0.

**CONSENT DOCKET**

None

**PUBLIC HEARINGS**

**Ordinance No. 2019 – 80 - Second Reading - Establishing the Property Tax Rate For Fiscal Year 2020**

Changes from First Reading:

None.

Previous Action:

Approved 7-0 on September 3, 2019.

City Clerk Bruner read Ordinance No. 2019-80 by title only.

Public Hearing:

1. Geoff Moakley urged the City Commission to reduce the millage rate to 5.6 mills or less.
2. Mark Klutho stated that the City could not require speakers to sign up for budget hearings. He also stated his concern for the Downtown Plaza project.

Questions:

None

Motion was made by Commissioner Fenger, seconded by Commissioner Holck, to adopt Ordinance No. 2019-80 establishing the property tax rate for Fiscal Year 2020 at 5.6200 mills on second and final reading.

Discussion:

None

Vote:

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

Motion carried 7-0.

**Resolution No. 2245 – Adopting A Final Budget For Fiscal Year 2020**

The City Charter requires that the annual budget be adopted by resolution and approved at a public hearing. State Statutes require that the City conduct two public hearings on the budget. This budget was shaped by the direction provided in the City's Strategic Plan, fund balance policies, and by the City Commission at the Budget Work Session. At the first public hearing on September 3, 2019, the City Commission approved a Tentative Budget (7-0).

At the second public hearing the City Commission must adopt a Final Budget. The FY 2020 Final Budget for expenditures in all funds is \$174,354,100 of which \$86,202,800 is in the General Fund. No expenditure changes were made at first reading of the budget. Minor corrections to the Pay Plan within the Compensation Administration section were made since the first reading of the budget and are included as an attachment to this memo. These corrections have no financial impact and no further changes have been proposed by staff.

City Clerk Bruner read Resolution No. 2245 by title only.

Public Hearing:

1. J.B. Butler stated that the budget should be adopted with all of the sewage projects that are included in it. He stated that a long term improvement plan was needed.
2. Mark Klutho stated his concern for the importance of drinking water. He stated that there are many inefficiencies in the operation of the City, including trees planted in the wrong places.

Questions:

Commissioner Fenger stated that she was extremely proud of the budget, as well as the staff and process that put it together. Vice Mayor Carroll stated his agreement. He thanked Mr. Payne and his staff.

Motion was made by Commissioner Holmes, seconded by Commissioner Fenger, to approve Resolution No. 2245 adopting a final budget for Fiscal Year 2020.

Vote:

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

Motion carried 7-0.

**Ordinance 2019-42 – Second Reading – Authorization To Enter Into A Lease Agreement For The Lease Of Forty-Eight Golf Carts And Two Utility Vehicles From TCF Equipment Finance For A Period Of 36 Months In The Amount Of \$147,130.46**

Changes from First Reading:

None.

Previous Action:

Approved September 3, 2019 (7-0).

City Clerk Bruner read Ordinance No. 2019-42 by title only.

Public Hearing/Questions:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Smith, to adopt Ordinance No. 2019-42 on second and final reading.

Vote:

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

Motion carried 7-0.

### **LEGISLATIVE MATTERS**

#### **Reappointment Of Mr. Jose Valdes As A Member Of The Largo Municipal Police Officers' And Firefighters' Retirement Plan Board of Trustees**

The Police Officers' and Firefighters' Retirement Plan Board of Trustees consists of five members, two of whom shall be legal residents of the City of Largo and who are appointed by the City Commission, two of whom are full-time firefighters or full-time police officers who are elected by a majority of the firefighters and police officers who are members of the plan, and one member who is chosen by the majority of the previous four members and submitted to the City Commission for approval. Each member is appointed for a term of two years.

Mayor Woody Brown is recommending the reappointment of Mr. Jose Valdes as a member of the Police Officers' and Firefighters' Retirement Plan Board of Trustees for a two year term beginning October 1, 2019 and expiring September 30, 2021. Mr. Valdes has served as a member of this Board since 2011.

Questions:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Smith, to approve the reappointment of Mr. Jose Valdes as a member of the Largo Municipal Police Officers' and Firefighters' Retirement Plan for a term expiring September 30, 2021.

Vote:

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

Motion carried 7-0.

Mayor Brown thanked Mr. Valdes for his service.

#### **Presentation of Terms and Conditions for a Development Agreement (DA19-01) Between Hupp Retail East Bay, LLC and the City of Largo, Florida for the Property Located Near the Corner of East Bay Drive and Highland Avenue SE**

On August 7, 2018, the City Commission authorized by a vote of 5-2, the Development Controls Officer (DCO) to negotiate the terms and conditions for a Development Agreement (DA) with Hupp Retail East Bay, LLC, the owner of the property located on Highland Avenue SE, south of East Bay Drive (Parcel ID 35-29-15-73428-000-

0020). The DA would allow for the property, formerly a golf driving range, to be redeveloped with a three-story climate controlled self-storage facility with enclosed/covered boat/RV/vehicle storage.

In accordance with the Comprehensive Development Code (CDC), Subsection 4.6.4(B), following negotiations between the DCO and the applicant, the DCO is required to present the proposed terms and conditions of the DA to the City Commission. The DCO is requesting review of the proposed terms and conditions of the DA and a determination as to whether to proceed further with the completion of the DA.

The property is approximately 5.62 acres with frontage on Highland Avenue SE. The site was previously developed as part of Missing Links, which was an ice cream store, miniature golf course, golf pro shop, batting cages, and driving range located on an 8.05-acre tract at the southeast corner of East Bay Drive and Highland Avenue SE. In 2014, the northern 2.43-acres underwent a Future Land Use Map amendment to Commercial General (CG) in order to redevelop the East Bay Drive frontage as a RaceTrac gas station/convenience store. The parent tract has since been re-platted into two parcels, and the RaceTrac parcel is owned by others. This application is for the remainder of the former driving range.

Prior to being developed as a driving range, the property was used as a municipal landfill site. Geotechnical field investigation has found buried debris consistent with those types of materials commonly found at a municipal landfill. In addition, portions of the property are encumbered by Florida Power Corporation (now Duke Energy) easements and a reservation to the City of Largo for future right-of-way widening.

The applicant is proposing to concurrently amend the Future Land Use Map (FLUM) from Recreation/Open Space (R/OS) to Industrial Limited (IL). The DA would allow the redevelopment of the property as a storage facility use, while prohibiting other industrial uses that would otherwise be allowed within the IL designation. The conceptual site plan (Exhibit A) is attached. Staff has met with the applicant to negotiate terms and conditions as follows:

A. Use Restrictions

1. The allowable use shall be limited to a self-storage facility with an accessory office use.

B. Outdoor Storage

1. The outdoor storage is limited to covered storage comprising no more than thirty(30) percent of the site area, exclusive of vehicle access. Uncovered storage (including vehicle storage) shall not be permitted.

C. Buffering and Landscaping

1. A thirty(30)-foot Type D buffer along the western and southern boundary and a ten(10)-foot Type A buffer along northern and eastern boundaries will be provided.
2. Plant materials shall be one hundred (100) percent Florida Friendly landscaping.
3. Removal of all exotics and a landscape maintenance plan to ensure exotics are not reestablished shall be required.

D. Fence Materials

1. An 8-foot opaque masonry fence shall be provided along the western boundary where there are gaps between buildings, subject to any restrictions within the Duke Energy easement. Visual relief from long expanses of walls shall be provided through the use of staggering, capping recessing, inlays, columns, texture or similar treatments.

E. Building Setbacks and Height

1. Building height shall be limited to three(3) stories or forty-two(42) feet.
2. Building height of covered storage structures shall be limited to eighteen(18) feet.

F. Building Elevations

1. All buildings and covered storage structures shall be architecturally unified with consistent system, color scheme, and building materials.
2. The building elevations shall include sufficient architectural elements to create visual interest and break up building massing. Such treatments may include elements such as roof parapets of varying height, recesses and projections, banding, decorative columns, etc.



G. Site Access, Circulation and Sidewalks

1. Ingress and egress of vehicles will be determined by the Engineering Department at the time of preliminary site plan review.
2. Improvements to Highland Avenue, which may include median and pavement improvements, as needed to accommodate the traffic impact and operational movements will be determined by the Engineering Department at the time of preliminary site plan review.
3. Provide a sidewalk and crosswalk connection along the Highland Avenue frontage to the north to the adjacent park entrance.

H. Demonstration of Need

1. A detailed analysis of market data that supports the applicant's assertion of market demand shall be provided

prior to the scheduling of the Planning Board meeting to consider the proposed development agreement and future land use amendment.

I. Environmental Impact

1. An environmental impact assessment prepared by an appropriately credentialed environmental professional to identify any observed protected or endangered wildlife or habitat that may be impacted shall be provided prior to the scheduling of the Planning Board meeting to consider the proposed development agreement and future land use amendment.

If the proposed terms and conditions for the DA are acceptable to the City Commission, staff and the City Attorney will formalize the DA into a record able document for consideration by the Planning Board and the City Commission, concurrently with the FLUM amendment to the IL classification.

Public Input:

1. Katie Cole stated that the applicant is optimistic with direction previously given. She stated that the significant buffers are included. She stated that all of the development is pushed away from Highland Avenue and that there will be landscaping along the road. She stated that there will be a corridor along Highland Avenue. She stated that the engineer was also available.

Questions:

Commissioner Smith questioned whether the landscaping will be similar to the landscaping on Rosery. Mr. Perez stated that part of the negotiations included a significant, 30 foot wide buffer with shrubs and under story trees. He stated that specific trees have not yet been selected. Ms. Cole stated that the Code specified the defined the number of trees and distance separation. Commissioner Fenger questioned the length of the development agreement. Mr. Perez stated that the length of the agreement was not negotiated. Mr. Zimmet stated that state statutes allowed a term of up to 30 years. Commissioner Fenger asked whether the City has received any other proposed uses for the property. Mr. Perez stated that they have not. Commissioner Fenger stated that she wanted to know how many storage facilities the City already had and any safety hazards or crime associated with them.

Commissioner Robinson stated that he would prefer to see something else, and questioned whether climbing vines to cover the walls was possible. He stated that the terms and conditions proposed were consistent with the City Commission's direction. Commissioner Holmes stated his support for the development agreement. Commissioner Fenger stated her concern with the development being tied to the property for 20 or 30 years. She questioned whether housing can be located on the property. Mr. Perez stated that it could not with the current land use. Mayor Brown stated that the City Commission was previously told that housing was not a likely use for the site. Commissioner Fenger stated that she would like to see a better use of the property.

Ms. Parinello reviewed the next steps with the City Commission, if the proposed terms and conditions are approved. Mayor Brown questioned the land use category that allows storage units. Ms. Parinello stated that it was usually heavier uses, such as Industrial Limited. Mr. Perez stated that Industrial General and

Residential/Office/Retail would also allow for storage. Commissioner Holck thanked the developer for conforming to the City's requests.

Motion was made by Commissioner Holmes, seconded by Vice Mayor Carroll, to approve the proposed terms and conditions and authorize the City Attorney to formalize a Development Agreement (DA19-01) between Hupp Retail East Bay, LLC and the City of Largo, FL into a recordable document.

Vote:

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

Voting Nay: Commissioners Smith, Fenger

Motion carried 5-2.

**Resolution No. 2246 – A Resolution To Address Seasonal Outdoor Storage Containers At Big Box Retail Stores**

The proposed Resolution is intended to allow big box retail stores to temporarily place outdoor storage containers on site to manage seasonal inventory associated with the holidays in the current calendar year.

At the September 3, 2019 City Commission meeting, staff presented a report on restrictions in the Comprehensive Development Code and the Code of Ordinances that prohibit the placement of temporary outdoor storage boxes during the holidays. The proposed Resolution is a response to the short-term concern for the current holiday season beginning October 1 and ending January 1. The proposed Resolution will establish legislative intent to allow big box retail stores, defined as single tenant retail stores with 100,000 square feet or more of gross floor area in a Commercial General (CG) future land use classification, to temporarily place outdoor storage containers for the purposes of storing seasonal sales inventory. The applicable sites must obtain small scale site plan approval and meet the following restrictions:

- shall not exceed 90 days;
- placement is prohibited in front and side yard between the building and public right of way;
- if visible from parking lot, shall be screened;
- shall not obstruct required parking spaces or impede on site-circulation;
- shall not obstruct stormwater flow or structures;
- must abide by all other applicable local, State, Florida Building Code and Fire Prevention Code requirements;
- code violations, such as placing additional containers outside of the approved site plan, will invalidate the small scale approval.

Subsequent to the action taken on the proposed Resolution, staff will begin preparing proposed amendments to the City's Comprehensive Development Code and the Code of Ordinances to make the corresponding changes to regulate seasonal outdoor storage containers.

City Clerk Bruner Read Resolution No. 2246 by title only.

Public Input:

1. Judith Owen stated that she lived adjacent to the Walmart driveway. She stated her support for allowing outdoor storage, because without it the large truck traffic would increase immensely.
2. J.B. Butler stated his support for allowing Walmart to store the containers on site.
3. Marilyn Healy stated that she represented Walmart. She stated that the holiday season was critical to Walmart and that they are committed to continuing to partner with the City. She stated that Walmart had their site plan redone to allow for the outside storage and found that the City Code did not allow any process for

outdoor storage. She stated that this was an important issue for other retailers as well.

Questions:

Commissioner Holmes questioned where the containers would be allowed, as well as the "screening". Mr. Perez explained that the Resolution as drafted will apply to five stores. He stated that the issue was looked at comprehensively, however other retailers had sufficient space behind their stores. He stated that a wall or landscaping would be typical screening material. Ms. Healy stated that there are fabric coverings that can be used to screen the site.

NOTE: Vice Mayor Carroll left the meeting at 7:28 pm and returned at 7:30 pm.

Commissioner Holmes stated that the Missouri Walmart had no place to put their containers except on the side of the building. He questioned the number of spaces they were required to have and the effect on the initial development order. Mr. Perez explained that the minimum parking was set based on size and use. Ms. Parinello stated that they were required to have 310 spaces but actually had 453. Mr. Zimmet stated that the program included in the Resolution would expire on January 1, 2020. Commissioner Fenger stated that it did not seem as though other retailers were triggering potential code amendments and that it did not seem reasonable to change the City's Code to address Walmart's issue. Commissioner Robinson stated that he would not be opposed to the containers on the north side of the store, as long as they are screened. He stated that he agreed with the Resolution, without the prohibition of the front or sides. Commissioner Holck questioned where they can place the containers if they don't use the front or sides. Ms. Healy stated that Walmart would like the opportunity to look at other locations on the site. Commissioner Holck stated that she did not have a problem with a temporary solution for the holiday season. Commissioner Holmes stated that he did not have a problem with the Resolution and pointed out that the City changed Codes regularly. Vice Mayor Carroll stated that a compromise was in order and that he supported the Resolution. Commissioner Smith stated his concern for public safety, however if staff can work with Walmart he could support the Resolution. Mayor Brown stated that it sounded as if there was support for allowing Walmart to work with staff on side yard parking.

Motion was made by Vice Mayor Carroll, seconded by Holmes, to amend Resolution No. 2246 to change paragraph 3 by deleting the reference to "and/or side yard" in paragraph 3, and change paragraph 4 of the Resolution to "visible from the right-of-way will have to be screened".

Vote:

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

Voting Nay: Commissioner Fenger

Motion carried 6-1.

Motion was made by Vice Mayor Carroll, seconded by Commissioner Holmes, to approve Resolution No. 2246 as amended.

Vote:

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

Voting Nay: Commissioner Fenger

Motion carried 6-1.

**Ordinance No. 2019-79 – First Reading - Amending The Comprehensive Development Code To Conditionally Allow Medical Offices And Clinics Within Industrial Limited Future Land Use Classification**

The proposed amendment to conditionally allow the institutional use of medical offices and clinics within the Industrial Limited (IL) land use classification seeks to align the City of Largo's Comprehensive Development Code (CDC) with the City's Comprehensive Plan: Forwarding Our Future 2040 and the Forward Pinellas Countywide Plan.

Per the City's CDC Table 6.1, medical offices/clinics are only allowed in IL as an ancillary use under twenty (20) percent of the principal structure's floor area. Staff coordinated with Forward Pinellas to determine appropriate uses within the IL classification. Currently, the Countywide Rules allow for institutional uses within the Employment category, which is the equivalent category to the City's IL land use classification. Institutional uses are permitted up to a five acre maximum within Employment, which is consistent with the language in the City's CDC and Comprehensive Plan.

The City's CDC states, "P. Industrial Limited (IL) - This designation is applied to those areas considered appropriate for development with "clean industry" uses that are consistent with surrounding uses, transportation facilities, and environmental characteristics. Appropriate locations are those of sufficient size to encourage industrial park arrangements with provisions for internal service access, where industrial activity will have minimal adverse impacts upon adjacent developments, and which are served by the arterial highway network as well as mass transit. This land use designation allows large-scale indoor manufacturing, processing, warehousing, bulk sales, and distribution activities.

Industrial Limited uses tend to generate heavy truck traffic. Provisions must be made for the containment and mitigation of noise, dust, noxious odors, outdoor activities, and unsightly views. Outdoor activities are allowed only if approved as part of the site plan review process. All outdoor activities is limited to no more than fifty (50) percent of the total site area, excluding all area that is required for buffers, parking and vehicular access. Additional considerations including, but not limited to, acreage limitations, as follows: Institutional; Transportation/Utility; Retail Commercial; Personal Service/Office Support; Commercial/Business Service; Commercial Recreation; Temporary Lodging; and Agricultural Uses shall not exceed a maximum area of five (5) acres. Any such use, alone or when added to existing contiguous like use(s), which exceeds this threshold shall require a plan map amendment, which shall include such use and all contiguous like uses."

Based on the language in both the Countywide Plan and the City's CDC, the institutional use of medical offices/clinics would be subject to these additional considerations, including the acreage limitations. Therefore, the footnote eighteen (18) described in Section 6.1.3 of the CDC would be added to the medical offices/clinics use in Table 6.1. Additionally, Class II conditional use requests are quasi-judicial in nature, and shall require review and determination by the Planning Board to ensure compatibility and applicable criteria within the CDC are met.

Staff researched other local governments and noted that the City of St. Petersburg permits medical offices within their employment center zoning categories (EC-1 and EC-2), which fall within their Industrial Limited land use classification. Similarly, Pinellas County identifies institutional uses as a secondary use within their Employment land use classification, and medical offices could be allowed through their conditional "Type 2" review process, which requires the board of adjustment and appeals approval, in their employment zoning categories (E-1 and E-2).

Ordinance No. 2019-79 was recommended for approval by the Community Development Advisory Board (CDAB) at the August 26, 2019 meeting. The Planning Board reviewed this CDC amendment at a public hearing held on September 5, 2019 and recommended approval, 7-0.

City Clerk Bruner read Ordinance No. 2019-79 by title only.

Public Input:

1. Deborah VonCannon stated that she is a public policy student at St. Petersburg College. She stated her support for the ordinance. She stated that allowing medical offices and clinics in Industrial Limited is consistent with the economic growth on the east side of Pinellas County.

NOTE: Commissioner Fenger left the meeting at 8:02 pm and returned at 8:03 pm.

Questions:

None

Motion was made by Commissioner Holmes, seconded by Commissioner Robinson, to approve Ordinance No. 2019-79 on first reading and schedule a second reading and public hearing on October 1, 2019.

Vote:

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

Motion carried 7-0.

**STAFF REPORTS**

None

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

**COMMUNITY REDEVELOPMENT AGENCY (CRA)**

**West Bay Drive Community Redevelopment District Incentives, Resolution Nos. CRA-19-01, CRA-19-02, and CRA-19-04**

In May 2014, the Community Redevelopment Agency (CRA) adopted and established four limited-term grants in the West Bay Drive Community Redevelopment District (WBD-CRD) for the purpose of supporting early replacement of pole signs, neighborhood revitalization, job creation, and new development. Those grants are:

- The Early Pole Sign Replacement Program – A reimbursement grant of up to \$1,000 for construction of signs that conform to the City’s Comprehensive Development Code, to encourage removal of pole signs prior to the (former) amortization period. The reimbursement grant was paid towards City fees and sign replacement construction costs.
- The Housing Infill Program (HIP) – A grant of up to \$8,000 per unit for rentals, and up to \$10,000 per unit for “sale” units. The grant is paid in installments at construction milestones, with the final payment distributed by the CRA after the certificate of occupancy has been issued.
- The Job Creation Bonus (JCB) Program – A grant for targeted industry businesses for new or existing companies that bring a minimum of three new or relocated jobs to the WBD-CRD. Qualified applicants may be eligible for a grant equal to 5%, 10% or 30% of annual certifiable wages, paid over a five year period. The business must have a lease for at least a period of five years, and the business had to provide proof of a lease, and work with staff over the five year period to provide proof of the jobs.
- The Real Estate Development (RED) Grant – A reimbursement grant that is paid over a period of up to ten years, in an amount of up to \$250,000 for new construction projects that are multi-story, have an active ground floor and at least 5,000 square feet of office space, for tangible public improvements such as sidewalks, parking, etc.

In September of 2016 the grants were renewed with no changes to the program and were extended through September 30, 2019. Since the current grant programs offered by the CRA are scheduled to sunset at the end of the fiscal year, staff presented an analysis on the four incentive programs to the Community Redevelopment Agency Advisory Board (CRAAB) at their June 24, 2019 meeting. The memorandum to the CRAAB is attached. All of the grant programs have been utilized to date by either business owners or developers with the exception of the JCB Program which had proved to be too onerous for business owners. Potential applicants for the JCB program found that the five-year lease requirement was too stringent, and the process to apply and obtain the award was too slow since a quick turnaround was needed in the hiring process for companies not to lose talent. At the same time, staff did not recommend providing a financial incentive up front without some type of commitment in the form of a lease and proof of creation of the jobs. Therefore, the CRAAB was in favor (10-0, with one member absent) of allowing the JCB Program to sunset, and recommended approval of an incentive for pole sign replacement, the HIP program, and the RED program.

Additionally, staff proposed to the CRAAB a new program, the Accessory Dwelling Unit (ADU) Incentive, to increase and enhance the housing stock and provide affordable in-fill options in the WBD-CRD. The WBD-CRD Plan allows for ADUs, such as a "granny flat" or "in-law unit." The proposed incentive will cover the impact fees and permit fees associated with the construction of ADUs within the WBD-CRD in an amount of up to \$8,000, in the form of a reimbursement, paid after the certificate of occupancy is issued for the space. The CRAAB was in favor of the incentive (10-0, with one member absent).

Attached are the following resolutions for consideration for adoption by the CRA.

- Resolution No. CRA-19-01 for the Pole Sign Replacement Program (reflecting the updated sign code in the CDC)
- Resolution No. CRA19-02 for the HIP Program
- Resolution No. CRA-19-04 for the ADU Grant Program

The RED Grant is not included at this time as staff is working with the City Attorney's Office to refine some of the program language. If the three incentive programs are adopted by the CRA, they will become effective October 1, 2019 through September 30, 2030 and staff will work to market and promote the programs.

City Clerk Bruner read Resolution No. CRA-19-01 by title only.

Questions:

None

Motion was made by Commissioner Robinson, seconded by Commissioner Holck, to approve Resolution No. CRA-19-01.

Vote:

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

Motion carried 7-0.

City Clerk Bruner read Resolution No. CRA-19-02 by title only.

Questions:

None

Motion was made by Commissioner Holmes, seconded by Vice Mayor Carroll, to approve Resolution No. CRA-19-02.

Vote:

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

Motion carried 7-0.

City Clerk Bruner read Resolution No. CRA-19-04 by title only.

Questions:

None

Motion was made by Commissioner Smith, seconded by Commissioner Fenger, to approve Resolution No. CRA-19-04.

Vote:

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

Motion carried 7-0.

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

#### **ITEMS FROM CITY ATTORNEY, COMMISSION, MAYOR, CITY MANAGER**

Commissioner Holck congratulated the Employees of the Quarter and thanked all City employees involved in budget preparation. She offered condolences to Pasco Firefighter Garcia on the death of his daughter after a car accident.

Vice Mayor Carroll thanked Troop 417 and the St. Petersburg College student. He stated that he spoke at the Pinellas Legislative Delegation meeting the previous week. He stated that he has noticed a huge difference between City employees taking care of the grounds and contractors doing the work.

Commissioner Smith stated that Forward Pinellas took up the Martin Luther King land use change item, and that it passed. He stated that Ms. Gonzalez sent out a report on the Advantage Pinellas program. He stated that there was a presentation by DOT on the Palm Harbor roundabout and that he will forward a copy of the report when received.

Commissioner Fenger requested that staff provide information on how many storage facilities are located in the City and any safety hazards or crime associated with them.

Commissioner Robinson thanked the third graders from Pinellas Primary Academy who visited City Hall and the Police Department today. He stated that they were well behaved.

Mayor Brown stated that the Citizens' Academy began last night and requested that Mr. Schubert provide a timeline going forward for the 25th Street project and back story. He stated that he would like to know what is planned for Largo Central Park's 25th anniversary.

#### **SUMMARY OF ACTION ITEMS**

1. Request by Commissioner Smith that the City Commission be kept up to date on the 25th Street sewer project and request by Mayor Brown that a timeline for the project be provided.

2. Request by Commissioner Fenger that staff provide information on how many storage facilities are located in the City and any safety hazards or crime associated with them.
3. Request by Commissioner Fenger that staff provide information on the City's noise ordinance to property owners adjacent to Walmart.
4. Request by Commissioner Smith that staff provide information about the accessory dwelling unit grant program to area realtors.
5. Mayor Brown requested information on events planned for the Largo Central Park anniversary.

**ADJOURNMENT**

The meeting adjourned at 8:19 pm.

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Diane L. Bruner, CMC, City Clerk