

DUNEDIN, FLORIDA
MINUTES OF THE CITY COMMISSION WORK SESSION
AUGUST 8, 2017
9:00 A.M. – 12:30 P.M.

PRESENT:

City Commission: Mayor Julie Ward Bujalski, Vice-Mayor Deborah Kynes, Commissioners Heather Gracy, John Tornnga and Maureen "Moe" Freaney.

Also Present: Interim City Manager Doug Hutchens, City Attorney Thomas J. Trask, City Clerk Denise M. Kirkpatrick, Deputy City Clerk Sharon E. Toner, Finance Director Joe Ciurro, Budget Manager Allison Broihier, Planning and Development Director Gregory Rice, Housing and Economic Development/CRA Director Bob Ironsmith, Economic Development Specialist Danny Craig, Public Works and Utilities Director/City Engineer Jorge Quintas, Assistant Director of Public Works & Utilities Paul Stanek, Section Engineer / Utilities and Traffic Russell Ferlita, Communications Director Courtney King, Communications Senior Technical Assistant Justin Catacchio, Accounting Manager Katherine Oster, Information Technology Services Division Director Michael Nagy, Public Works Section Engineer Marcello Tavernari, Public Services Division Director Keith Fogarty, Stormwater Program Coordinator Whitney Marsh, Building Official Joseph DiPasqua, Transportation and Traffic Engineer Joan Rice, Human Resources/Risk Management Director Theresa Smalling, Parks and Recreation Director Vince Gizzi, Parks & Recreation Superintendent Terry Trudell, Parks & Recreation Superintendent Lanie Sheets, Fire Chief Jeffrey Parks, Deputy Fire Chief William "Trip" Barrs, Solid Waste Division Director Bill Pickrum, Library Director Phyllis Gorshe, Senior Librarian Director Kathy Smuz; Fleet Services Division Director Randall Moore, Purchasing Agent Chuck Ankney, Harbormaster Bill Frantz and approximately thirty-nine people.

The press was represented by the Tampa Bay Newspapers Executive Editor Tom Germond and Tampa Bay Times Reporter Megan Reeves.

CALL TO ORDER

Mayor Bujalski called the workshop to order at 9:12 a.m.

CITIZEN INPUT - None

INFORMATIONAL ITEM

1. Swearing in Ceremony

New Division Chief of EMS Mark Zipeto

New Firefighter Christopher Pearl

New Firefighter Kyle Sanford

New Firefighter Michael Schaefer

Fire Chief Jeffrey Parks advised the department had one promotion and three new firefighters with the department. He recognized New Division Chief of EMS Mark Zipeto who has been

with the department nearly 21 years and come up through the ranks as a Firefighter/Paramedic and was promoted to Lieutenant and District Chief and now District Chief of EMS.

Mayor Bujalski administered the oath to Division Chief of EMS Mark Zipeto and offered her congratulations and presented his certificate.

Chief Parks introduced the new firefighters and Mayor Bujalski administered the oath to Firefighter Christopher Pearl, Firefighter Kyle Sanford and Firefighter Michael Schaefer and offered her congratulations and presented their certificates.

ACTION ITEMS

1. Consent Agenda

a. Approve the minutes for the:

- 1. June 23, 2017 Special Meeting.**
- 2. June 26, 2017 Special Meeting.**
- 3. July 25, 2017 Work Session.**
- 4. July 27, 2017 Regular Meeting.**

b. Declaration of Surplus Property – 1660 San Helen Drive, Deem 1660 San Helen Drive to be surplus property and that the City Manager's office be allowed to continue the sale process as determined in Resolution 11-14.

d. Approve the Renewal of the Laboratory Testing Services Agreement with Environmental Laboratories, Inc. of Tampa, FL in the amount of \$77,798 to perform laboratory testing services.

e. Approve the Road Closure Request for the Masjid Al-Salaam, the Mosque at 1218 New York Avenue, for a religious holiday. The Eid-Al-Adha will occur on September 1st, 2nd or 3rd, 2017. The actual date of the holiday will be known as it approaches and will be from 7 a.m. to 12 p.m.

MOTION: Motion was made by Commissioner Gracy and seconded by Vice-Mayor Kynes to approve the Consent Agenda as presented with the exception of c. Approval of Mangrove Trimming Agreement.

VOTE: Motion carried unanimously.

Interim City Manager Hutchens advised that Transportation and Traffic Engineer Joan Rice would be leaving the City to work with Pinellas County. The mayor and commissioners offered their congratulations; however, regrets at losing her. Ms. Rice advised she would be the County Multi-Use Special Safety Project Engineer and expressed appreciation for all her experience in Dunedin and to call on her at the County.

c. Approval of Mangrove Trimming Agreement by renewing an agreement with Boen's Tree Service of Ozona, FL in the annual amount of \$38,000 to provide mangrove trimming and maintenance services.

Stormwater Coordinator Whitney Marsh advised:

Boen's has had the City contract for 3 years, trimming Youth Guild Park, Weaver Park by the Stormwater Outfall, Edgewater Linear Park and maintenance of flow through for Curlew Creek and Cedar Creek. Boen's is a certified mangrove trimmer and root pruning is part of the contract through Cedar Creek with a certified trimmer required.

The golf course that is a separate contract through Parks and Recreation and they maintain the current outlay that has been improved by Pinellas County through their permitting department.

When Mayor Bujalski asked if any mangrove trimming is done on Edgewater Drive, Ms. Marsh advised:

Only along Edgewater Linear Park and part of the area, some areas are not trimmed and some areas are windowed and some areas are trimmed down to the 6-foot minimum.

The reason is 35% of the area must be untouched and 65% of the mangroves are allowed to be trimmed. She and City Arborist Wilson do a yearly audit of how much linear footage is trimmed versus untrimmed to assure compliance with the Pinellas County permit.

In terms of requests for certain areas to be trimmed, currently unless they go back and completely change the footprint of what is there, the City cannot trim additional on Edgewater Linear as the City is at the maximum allowed by the approved Pinellas County Plan.

In order to change the footprint, the City would have to decide to start trimming another area and some of those are eligible for windowing, then another area would have to no longer be trimmed and that must take place over time because of the size and being able to trim only at a certain time.

The restrictions apply even on a scenic corridor as part of the 1996 Mangrove Trimming Act dictating only certain amounts could be trimmed, the 65%/35%.

She has attended a couple of Edgewater Drive Advisory Committee meetings to answer questions about the mangrove trimming.

Mayor Bujalski suggested Ms. Marsh attend the committee meeting on an annual basis so they understand why the choices were made because the questions come up every year.

Mayor Bujalski asked how far back into Cedar Creek the City goes and Ms. Marsh explained they go past Cedar Creek Mobile Home Park and through the drainage ditch that runs north and south along the eastern corridor of the park.

When Mayor Bujalski asked if more money was put into this contract could the city trim more mangroves and Ms. Marsh commented:

Only to potentially extend a little further into Cedar Creek by Hammock Park and that would only be maintenance of flow; they have been keeping an eye on it and keep overhanging branches cut that might catch debris or become a problem in a storm so that they are keeping the width of the creek open to maintain the flow.

The scope has increased a little each year and the funds have been allocated for that and they work with the contractor and Pinellas County to get the maximum amount allowed.

MOTION: Motion was made by Commissioner Freaney and seconded by Vice-Mayor Kynes to approve the Mangrove Trimming Agreement.

VOTE: Motion carried unanimously.

2. Resolution 17-22, proposes to establish a Social Media Policy.

City Attorney Trask read Resolution 17-22 by title only.

MOTION: Motion was made by Commissioner Gracy and seconded by Vice-Mayor Kynes to adopt Resolution 17-22.

Interim City Manager Hutchens advised:

One of the outcomes of the Strategic Planning Session in January 2017 was the desire of the commission to adopt a Social Media Policy.

In July 2017, there was commission workshop with Attorney Mark Fiedelholz who presented his draft policy for Commission consideration, input and questions and there were some edits to the document.

Tomorrow and Thursday there will be training for the mayor and commissioners as well as some department heads, division directors and board and committee representatives.

This document is directed toward the legal end of social media policy looking at Florida Statute, court cases and case law and is an eye opener about the ramifications of the use of social media.

The staffing includes information about after the training this week staff will begin working on information that might be more user friendly for everyone to help from a technology perspective on how to deal with it.

This fiscal year the City purchased a product, "Page Freeze" which allows for capturing and archiving the City's social media, Facebook, Twitter, YouTube and the City's website and that is also available to the City Commission and is encouraged as it allows for their social media to be in compliance with the policy and Florida Statutes and what the courts have decided.

He just received from the attorney who wrote the policy his workbook which will be distributed at the training sessions this week which might spur further discussion.

Commissioner Freaney referred to Page 4, Paragraph 2, Policy and verified with City Attorney Trask that even before social media anything communicated or put in writing would apply the same way and it is the same legal responsibility.

Vice-Mayor Kynes commented her husband who is an attorney has always told her that anything you put in writing is out there and that goes to the comment by Commissioner Freaney and she has always tried to live by that. She expressed appreciation for this work and commented in knowing the parameters you are put on notice to the proper and best practices.

Mayor Bujalski noted the policy also addresses text messaging and other forms of communication.

The meeting was open for public input. Hearing no comments, the public input portion hearing was closed.

VOTE: Motion carried with Commissioners Gracy, Kynes, Tornga, Freaney and Mayor Bujalski voted aye. Voting nay: None.

3. RFP 17-1075 Integrated Enterprise Resource Plan (ERP)

Information Technology Services Division Director Nagy gave a brief history of what has been done so far with the ERP project by the ERP Steering Committee consisting of Finance Director Ciurro, Human Resources Director Smalling and himself holding many meetings and

discussions to create a Request for Proposal advertised in 2016. He reviewed the RFP process with 5 vendors responding and the participation of City staff and employees in the process providing input after demonstrations and resulting in a unanimous request by all in attendance to proceed with Tyler Technologies for the ERP. He advised:

After Steering Committee discussions and information provided by Pinellas County cities using or moving toward using Tyler Technologies they proceeded with establishing a statement of work, time line, implementation schedules and pricing schedules.

The final agreement was completed in late July to present today for commission consideration of awarding the contract to Tyler Technologies.

The ERP provides a complete Accounting Financial System, Purchasing, a Citizen Online Portal to pay bills, request services, requests for permits, Human Resources, Payroll and Timekeeping Modules, Utility Billing, Building, Planning, Permitting, Land Management and GIS as well as Fleet and Facilities Management Suites, Complete Asset Inventory Control. It includes a Global Work Order Solution for use by every department including the commission and the public including online credit card payments and mobile ability and other features.

Mr. Nagy referred to the PowerPoint presentation and reviewed the timeline for the 28-month implementation in various phases. This is consistent with almost every other city implementing the system with Tyler Technologies. It takes a long time because of the many phases and every department is involved.

Finance Director Joe Ciurro referenced the PowerPoint and advised:

In association with the phases for implementation a cost summary was provided.

This project has been several years in development including currently budgeting \$500,000. The entire suite is more than budgeted which he explained:

\$500,000 covers the initial phases being implemented, Financial and Timekeeping, other modules and phases eventually tie back into the Financial system.

Phase 3 is the Permitting software which had a specific presentation. Planning & Development Director Rice and his staff were able to view the options and they were unanimous in their selection of what would work best for their business process. This was an unplanned amount in terms of the \$500,000 and will require a Budget Amendment for this year since the contract is being approved in FY2017 which is basically committing the funds at this point in time. The fund does have the revenue to cover that cost so there will be a budget amendment in the 4th Quarter for that amount.

The last phase in the amount for consideration of approval today is the HR Payroll.

Mr. Nagy explained the Timekeeping is coming before the HR Payroll because the time clocks with the current system are no longer supported and the City is paying a significant annual support contract and the move away from that system has to be done or pay another \$60,000 to upgrade the current system.

Phases 1, 2 and 4 will be covered by the IT fund approximately \$77,000 higher than what was in the budget; therefore, that will also be part of the budget amendment in the 4th Quarter.

Fleet & Utility Billing are important phases that based on the thousands of implementations that was their recommendation for the time line. The contract being approved today does

not include those phases primarily for budgetary reasons; however, the contract does say they will hold the costs quoted for 30 months. It is anticipated to bring those two items at the cost quoted now through the FY2019 budget process.

Mr. Ciurro referred to the slide providing the information on the license fee and implementation and the annual maintenance fee. With the first year of implementation there will be no maintenance fee. Also there will be no maintenance fee for Phases 5 and 6 until they are implemented in years 2020 and 2021 and the slide provided information on funding by Fund.

Commission Questions

Commissioner Tornga commented on the great plan and noted the time is of no concern as far as he is concerned because of the requirements and it takes time to get this running properly. The Licensing implementation showing initially paying the one sum and the rest is all maintenance and he asked if there are any changes or additional modules or programs the City wishes make if Tyler has programmers to do that or are there any number of consultants that could do that work for the ERP system.

Mr. Nagy explained Tyler has about 3,000 employees and about 1,000 of them are committed to this Tyler system and within those hundreds that are for the Financial, hundreds for the Work Order, hundreds on the Inventory Control and so forth, they do have their own programmers and if the City wants to change something if Tyler feels it is something used globally and effects every city that could use it there is no charge.

Mr. Ciurro advised there is no quote for if the City wants to do something special, the City would have to request a quote and if it was a large amount it would have to come before the Commission.

Commissioner Tornga inquired regarding the 25% discount and Mr. Ciurro stated that is what was quoted and in talking with other cities about to implement or contracts from a year or two ago the pricing in the quote was even more favorable than those contracts and he considered the price to be legitimate.

In response to the question from Commissioner Tornga, Mr. Nagy advised Clearwater just signed for their Financial System. Mr. Ciurro explained Clearwater is looking at other modules, but their time line is longer because of much more data so they have only committed to the financial piece.

Human Resources/Risk Management Director Smalling advised Pinellas Park is in the process of implementing the system and Plant City has already implemented the full system and she has talked with them about it.

In response to the question from Commissioner Tornga regarding the server, Mr. Nagy advised staff is in the process of researching local vendors to determine the best solution and at this time will be receiving pricing from three vendors. The pricing estimates for hosting are from \$106,000 to \$171,000.

When Commissioner Tornga asked about the current modules continuing during the implementation, Mr. Nagy advised there would be continued support for those modules and that the Payroll system is of major concern and should be implemented as soon as possible. Right now that support is \$103,000 annually; however, the City also pays \$18,000 annually for the timekeeping and there are other systems the City pays that will eventually go away as they are incorporated into this project.

Commissioner Gracy asked for more information on the Permitting, Phase 3 and Mr. Nagy advised May 2018 will be the kick off for the suite which includes the Permitting and it will probably be May 2019 when someone can for example apply for a tree permit from their home.

Commissioner Gracy verified with Mr. Nagy the system with Tyler includes disaster recovery.

In response to the questions from Commissioner Freaney, Ms. Smalling advised:

Plant City has had the system for 2 years and is happy with the system and the biggest complaint is the work in switching over to the new system.

Tyler did provide a list of clients the City could call and they do have a very good reputation.

The department input was very important which did not happen with the previous system and she thinks the winning factor for Tyler was the online support, on premises support and all departments were there to give input helping to determine what would help the City in the long term and not just the short term.

In response to the questions and concerns from Commissioner Freaney, Mr. Nagy advised he would be Project Manager and explained in 30 years of experience in IT he has been through many major migrations and is comfortable with it and is looking forward to it. He will dedicate the time and he noted each department will have a sort of "assistant project manager" and Tyler provides Project Managers for each module for implementation.

Mayor Bujalski recalled the justification for hiring Mr. Nagy was to implement the system and to have a lead person in the department. She stated she finds in implementing a long term system when there is a driver and a weekly meeting with everyone it pushes everyone to keep working toward the goal.

Commissioner Freaney clarified with Mr. Nagy there would have to be new hardware whether or not this system is approved.

Commissioner Freaney suggested it would be good to have a quote for a maximum fee for special projects.

When Commissioner Freaney asked about the benefits statements with the new software, Ms. Smalling advised staff was assured they would be able to download that information much easier than is being done now.

Vice-Mayor Kynes asked if it concerns Mr. Nag, all the technology be constantly updating and going so fast in terms of a phased in implementation and how the changes will affect it. Mr. Nagy commented typically Financial does not change the way it functions, but change might be in terms of how requests are submitted.

Vice-Mayor Kynes asked with all of this being integrated into one system what happens if that system fails and Mr. Nagy explained there is the disaster recovery so the equipment has redundancy and the goal is if any server or hard drive fails has the data and picks it up; there are battery back-up systems and generators that come on within seconds in case of power failures and in terms of all the servers failing, he has never has experienced anything like that. He also noted once up and running they can look into the cloud or some back up outside the City and some cities want to partner with other cities to do that.

Mayor Bujalski asked with all this implementation what the City is not doing, is there anything the company has that could be beneficial that was prioritized out.

Mr. Ciurro stated a separate Marina billing system and explained they were told the general billing system the City has can accommodate the billing as it does now and it was determined the additional cost was not merited. Tyler said it was software not purchased very often. There was a Cemetery app and a CAFR builder which he thought the price was not worth it because that can be done internally. Mr. Nagy advised the inventory system can manage the Cemetery information along with every department in the City.

When Mayor Bujalski noted there was nothing for Parks & Recreation, Mr. Ciurro explained there is not a plan to necessarily move off of (the current software) RecTrac and they have been told it can communicate with the ERP, but they have not seen it demonstrated.

Ms. Smalling explained there are not many companies that have software for Parks & Recreation and it would be like reinventing the wheel for a company to offer it. She is not sure how much data is needed that cannot be downloaded to another intermediate medium first. Parks & Recreation Director Gizzi and his staff were comfortable with the decision.

Mayor Bujalski requested information on the benefits to the citizens for example the Citizens Online Portal and Mr. Ciurro commented he believes that is mostly the ability to make online payments primarily being in the first phase. When Mayor Bujalski asked if by July 2018 residents can pay their utility bill, Mr. Ciurro explained there is an option in the existing system and it will just be what is converted to that point; the Marina billing will be in Phase 1 and other miscellaneous billing can also be done.

Mr. Ciurro stated this entire project will have staff reviewing their business process and hopefully have everything that possibly can be electronic, the citizen side, the vendors, even the purchasing side through the portal.

Ms. Smalling noted these are estimated timelines.

Mayor Bujalski stated she would like to see the dates as goals on the budget sheet.

Mr. Nagy commented it will not be complicated for citizens and will have clean cut screens so that as modules are added it will be another line item, it will not be separate screens to be able to find something and using their account they will be able to pay anything they owe the City from one screen.

Commissioner Gracy gave the example of rental property and asked if the new system will allow for paying reclaimed water bills via the portal. Assistant Director of Public Works & Utilities Stanek stated he does not know; however, can say they bill in cycles so depending on the cycles the rental property is in it might not be at the same time, so possibly it will be the same place to pay, but it might be at different times of the month. He explained they are working with the current software company to upgrade their online presence in terms of electronic bills and hopefully the bills will be able to go to electronic mail boxes. Since their department is coming in at the end of this process they want to push forward with getting people signed up for electronic billing so when it is time to migrate to Tyler there will be a good core of people already online. Right now it is limited with the due date and amount owed, but in the future there will be a PDF of the bill and include news, notes and any flyers.

Mayor Bujalski asked if this phase has a system to be able to have the Capital Recovery Fees and the information on that and Mr. Nagy advised Tyler said they could provide that.

Mayor Bujalski commented she did wish Utility Billing could be moved up sooner. Mr. Stanek said he did as well, but there was this discussion with the vendor and it just has to come last

because of all the other financial and so forth that have to be done and be sure they are working.

The meeting was open for public input. Hearing no comments, the public input portion was closed.

MOTION: Motion was made by Commissioner Gracy and seconded by Commissioner Tornga to award a contract to Tyler Technologies, Inc. of Yarmouth, ME to provide the City with a new Enterprise Resource Planning (ERP) system to replace the Naviline software system. The estimated total cost for Phases 1-4 is \$934,077.

Commissioner Freaney emphasized the importance of a clear leadership role within the departments, possibly tying into the goals.

Interim City Manager Hutchens commented:

Back in 2000 when the City went with HTE that was driven by the Finance Department and it did not get enterprise-wide buy in. Then more recently there was an RFP that came out of the Finance Department, so with this opportunity he insisted there be a Steering Committee and asked that the Finance Director, HR Director and IT Director lead this initiative and they took the bull by the horns and really addressed this project holistically and got everyone involved with the vendors to ask questions and get their buy in with a seat at the table for the decision making process. It worked out really well.

Also, he wished to say, absent hiring the new City Manager, there is probably no greater decision the Commission can make this year than to sign onto a new ERP and staff is recommending Tyler. It will change the way the City does business and how well it is done for the next decade or two.

Finance Director Ciurro took this to the Board of Finance and they have been speaking for a few years about the importance of migrating to something like this. He commented the Board of Finance is in favor of this project and they have discussed some of the information they need to have provided is very difficult to obtain and they are strongly in favor of moving forward with this system.

Mayor Bujalski commented the talk about this started five or six years ago, maybe still in the recession or just coming out of it and the amount of money, which was \$250,000, was significant and it has grown. She is proud the City is at a place with the right people to implement the system and the money to do it.

VOTE: Motion carried unanimously.

4. The Stormwater Master Plan Update (RFQ #17-1078)

Stormwater Coordinator Whitney Marsh advised:

Staff recommends award of the Stormwater Master Plan Update to Jones Edmunds & Associates, Inc. (JEA) of Tampa, Florida in the amount of \$549,990.

Staff has worked for some time refining the scope of services to give the city the biggest bang for the buck. It is significantly more extensive than the previous Master Drainage Plan with more assessments in various areas including what can be considered for the downtown redevelopment area for stormwater fees, regional pond or any other options.

The Request for Proposal resulted in 10 proposals narrowed to 3 and staff determined Jones Edmunds & Associates, Inc. was extremely qualified to perform all areas of the requests.

Public Works and Utilities Director/City Engineer Quintas advised:

Included in determining the recommendation was that Jones Edmunds & Associates has the ability to leverage a lot of data they are already working on as the consultant with a cooperatively funded project for the Watershed Study at Curlew Creek with the Southwest Florida Water Management District (SWFWMD), Pinellas County, Clearwater and Dunedin. They also recently assisted the County with their new stormwater criteria manual and will be working with the County on some stormwater modeling across the county.

The company is also well aware of the SWFWMD's criteria for modeling and the City is able to leverage its software allowing the ability to receive a deliverable that is interactive and can build from going forward. The company has also been tasked with looking at rainfall conditions and how to incorporate that moving forward.

David Jones, Jones Edmunds & Associates representative commented:

The City of Dunedin is being very progressive in their approach to sea level rise and they are excited to be part of that and taking additional steps, more than other cities, to look at the severity and being a little ahead of the Pinellas County schedule.

He spoke regarding the rainfall issue, the current data being used and being prepared with new data when other regulatory agencies switch to the new standards. Dunedin will be taking the first steps there as well.

Commission Questions

Commissioner Tornga commented on the comprehensive scope of the work and asked what else could be added, noting the cost is significant; however, it is information that will be utilized with any issues with SWFWMD and other regulatory agencies. He was shocked by all the detail going into this plan and asked who else is doing this type of plan.

Mr. Quintas responded:

Stormwater master plans are not updated very often so typically there is a significant cost. It took time to develop an RFP that was all encompassing and then reviewing the multiple submittals making sure in negotiating the scope not necessarily what is needed just for today, but moving forward because it will not be updated again for a while.

This will be a document and a model that is interactive and marries in with all the software to be utilized and leveraged going forward.

It will also be a tool utilized in development in terms of elevation allowing the City to request through the review process a deliverable to plug into the model to determine if what the developer is providing is accurate.

Ms. Marsh commented regarding this plan taking all the elements seen as necessities for the community to plan for the future and capital improvement projects as well as what developers bring forward and put it all in one document to reference and to be all encompassing rather than doing it piece-meal.

David Jones commented this will be the most holistic, complete and up-to-date master plan he knows of in the local area. Pinellas and Hillsborough Counties and municipalities do studies as they are able; however, to have a brand new study for the entire city at once including all

elements is unusual and admirable because the information built will have a life far beyond this project. The focus is getting quality data in the GIS and then the models come from the data which can be updated over time.

Public Services Division Director Fogarty commented:

This is being called a Master Drainage Plan Update; however, it began thirty years ago; the Stormwater Priority List that turned into the Master Drainage Plan which was mostly focused on solving the city's drainage problems, street flooding and homes being flooded for long periods of time. The City has spent millions of dollars across the city to solve a lot of problems for a lot of people, so some good work has been done.

This plan is an unusual master drainage plan update as there are topics not typically seen in an update, but are very visionary for the future for issues that must be addressed. It is probably the first for Pinellas County; however, to the south in Miami-Dade they are already facing the issues and taking steps. In talking with the professionals around the state they indicate Dunedin is ahead of the curve.

Commissioner Gracy asked if this data will be used in the decision making process for issues like the below grade parking which has been coming up in development.

Mr. Quintas advised that it will and noted that is why he is hesitant to use the Pinellas County revised stormwater criteria until having the analysis from this report. If certain corridors can be defined and provide options for stormwater criteria especially with the land value in the downtown and CRA being different from other areas of the city, allowing for the land to be used more for development, parking and so forth as opposed to just a piece of the parcel being set aside for a pond.

Vice-Mayor Kynes inquired how these 25-year, 50-year and 100-year storms are being termed with the changes. Mr. Jones explained there are two major classes of rainfall data being used for this project, one for the sea level rise projected and open ended in the scope, depending on the determination of being consistent with the County, and then the actual rainfall data today based on statistics from NOAA. He recalled right now based on the older data and what most people would be using the 100-year storm is 12 inches; currently NOAA would call it 17 inches. He noted those rainfall amounts are coming more frequently than what is considered the probability for example every 25 years.

Mr. Quintas added for example a 25-year storm can come 3 years in a row and what Mr. Jones spoke to is the difference in the data for the anticipated amount of rainfall having the difference between 12 inches and 17 inches which is substantial.

Ms. Marsh explained the rainfall depths are used in planning and if the requirement is a 50-year storm and there is a 5-inch difference in the data that is why they are incorporating both, the older set for permitting purposes because permitting agencies are still requiring that depth, but the City wants to know the new updated information for when the other agencies catch up and for the City's planning services for design purposes.

Mr. Jones, Ms. Marsh and Mr. Quintas responded to questions from Commissioner Freaney about the plan in detail including Water Body Identifications (WBID's) used for Total Maximum Daily Load (TMDL) purposes and Impaired Water Bodies and what determines that designation.

In response to a question from Commissioner Freaney about the relation to the flood insurance rates for citizens, Ms. Marsh explained one objective from the Stormwater Master Plan is the CRS credits to receive the maximum credits to be able to take to FEMA.

Commissioner Freaney commented on her support for the plan and the importance of being proactive.

Mayor Bujalski agreed with the comments regarding being forward thinking. She noted this was not the thinking two or three years ago when discussions began about the Stormwater Master Plan Update. She asked besides the visionary items what else the analysis is looking at, recalling when this began the City had addressed the major flooding areas and the discussion was about this study being for secondary areas, not necessarily flooding, but poor drainage and areas that don't have curb and gutter, retention ponds owned by neighborhoods that are not being maintained and so forth. She wanted to know the basic issues.

Ms. Marsh explained:

They will be looking at flooding areas of concern in the level of service analysis that will be taking place and then BMP (best management practices) Alternatives Analysis is going to be encompassing those areas where they know some type of stormwater facility needs to be installed.

The visionary aspect comes into play in that everything ties in together and staff felt it was important in this plan to piece everything together in order to know the projects also account for water quality and sea levels anticipated.

Mayor Bujalski asked if Jones Edmunds & Associates is being provided with certain areas of concern to look at and Ms. Marsh explained about the meetings related to Curlew Creek and the known problem areas to make sure they are incorporated. Mayor Bujalski reiterated her opinion in being a full service city that Michigan and San Christopher should have curb and gutters because of what happens at the bottom of that hill, she hoped that the initial look for this plan is not cost, but what should be done, then a dialogue and prioritization based on cost.

Mr. Quintas commented on the benefit of having Mr. Fogarty on staff with his historical perspective and being able to build that into the model.

Mr. Fogarty commented there are a couple of projects left over from the Master Drainage Plan and with that, plus the new pavement management study that is from the County Gas Tax, there is only so much money in that fund to stretch and there is not the money to do the drainage projects that have to be done. Taking the studies together and updates for future projects in order to look at what needs to be done on the drainage side and acknowledged Mayor Bujalski's understanding that is to do the drainage and road project at the same time for cost and efficiency.

When Mayor Bujalski asked how someone can force someone if the permitting requires the old data, but the City wants to push someone with the new information it was explained the City ordinances would have to change which can be done as long as the City's requirements are more stringent than the states.

Mayor Bujalski suggested given high discussion in Pinellas County on these issues it would be important for the City to put out a press release on this initiative and let residents know the City is paying attention to the stormwater issues and taking it seriously. She commented it might even push the leaders of other communities to do the same.

The meeting was open for public input. Hearing no comments, the public input portion of the hearing was closed.

MOTION: Motion was made by Commissioner Freaney and seconded by Vice-Mayor Kynes to approve the award of the Stormwater Master Plan Update to Jones Edmunds & Associates, Inc. (JEA) of Tampa, Florida in the amount of \$549,990.

Commissioner Tornga commented a couple of issues mentioned are important to continue; communication to residents about impaired waters and things like grass clippings being a part of the problem.

Commissioner Freaney commented she was impressed with the holistic approach and is very supportive.

Vice-Mayor Kynes commented on the information provided and looks forward to everything that will come out of the plan.

Commissioner Gracy commented on the wide ranging plan she likes because of it being heavy with data to be used for decision making and how to spend the utility dollars.

Mayor Bujalski commented she was also excited about the plan and recalled she began with the city with a desire to fix the stormwater issues and she kept pushing on an individual basis and she thinks about \$20 million has been spent since then accomplishing a lot and there is still more. She noted her support for over and above the individual projects that have to be done for the environmental issues being addressed.

Ms. Marsh advised December 2018 is the anticipated end date for the results, which is a fairly aggressive timeframe compared to comparable studies.

In response to a question from Mayor Bujalski, Ms. Marsh advised Cedar Creek is a component of the study.

VOTE: Motion carried unanimously.

5. Contract for Law Enforcement Services and the North County Station Lease Extension

Planning and Development Director Rice advised:

This is the fourth year of the 5-year plan and includes a 6-month extension to the lease on the first floor of the Technical Services Building.

This is a simple addendum with little cost over the previous year; the 2018 cost will be \$4,192,424.41 as compared to last year at \$4,151,000; a \$40,000 difference. It includes Safe Harbor.

In response to a question from Commissioner Freaney, Mr. Rice stated:

He thought the coverage in the city was good and there might be a need for additional assistance with the golf cart issues and enforcement because of the many unsafe crossings occurring.

The city has 120 hours a week of traffic enforcement and if the commission wished to give that direction some of those hours may be dedicated toward golf cart enforcement.

Commissioner Freaney related a citizen showing her a photograph of a person in a golf cart on C.R.1 with a small child in the seat and expressed significant concern for safety and it needs to be addressed.

Discussion ensued thereafter regarding the golf cart safety issues with the following points made and issues to be addressed:

The golf cart ordinance requires safety belts in all seats.

Of particular concern are small children riding with no safety restraints that have to be protected.

People with golf carts in the city are supposed to register with the City and sign an affidavit that they have all the safety equipment and insurance; however, not everyone is being captured for that registry.

It is a critical safety issue that has to be addressed and the rules established when becoming a golf cart community have to be followed.

The 120 hours should include some dedicated time for golf cart enforcement since they are part of traffic; however, there should not be a heavy handedness that could upset the community, but could be warnings, education, information on the registry and gaining cooperation.

Mr. Rice would talk with the Sheriff's Office immediately for a plan to approach the issue. He noted Sheriff Gualtieri emphasizes education and he is sure would agree with a warning first and then it is on record and the next time will be a ticket.

Interim City Manager Hutchens advised the Sheriff's Office Report will be at the August 22nd Commission Work Session agenda and Mr. Rice can work with them to have this issue be part of the report.

Mayor Bujalski verified with Mr. Rice the event hours for coverage have not changed and he thought the difference in the contract amount is because they are giving the City the discount amount for the Merchants.

The meeting was open for public input. Hearing no comments, the public input portion of the hearing was closed.

MOTION: Motion was made by Commissioner Gracy and seconded by Commissioner Freaney to approve the Addendum 3 and the lease extension.

VOTE: Motion carried unanimously.

6. RFP 17-1085 - Loan Administration/Compliance Services for a State of Florida DEP Revolving Fund (SRF) Loan

Section Engineer/Utilities and Traffic Russell Ferlita advised:

This contract will encompass all administration and compliance activities the city needs in order to meet with the SRF loan requirements.

The loan is to fund the improvements for the Reverse Osmosis Treatment Plant in the amount of approximately \$330,926 for an estimated 3-year period to be paid from the Water & Sewer Utility Fund.

The loan is low interest around 1% plus or minus depending on the credits the city can receive during the design phase of the projects.

The SRF receives money from the Federal government to allow for construction activities on water and wastewater plants. The interest rates are very low; however, the reporting requirements are very stringent; therefore, city staff determined it was best to go with a

consultant with the experience and familiarity with the requirements and the people with the State. This will save significant dollars instead of going with the current bond market over the period of the loan, possibly \$1.5 - \$3 million.

When Commissioner Gracy asked the City's credit rating, Mr. Ciurro advised it is "AA".

The meeting was open for public input. Hearing no comments, the public input portion of the hearing was closed.

MOTION: Motion was made by Commissioner Freaney and seconded by Vice-Mayor Kynes to award a contract to Angie Brewer & Associates LC of Bradenton, FL to provide services required to apply for and administer a State of Florida DEP Revolving Fund Loan at the estimated three-year cost of \$330,926.

VOTE: Motion carried unanimously.

7. *****STARRED ITEM*** DCEB Case Nos. 12-837, 14-667 and 16-659, Code Enforcement Lien at 1610 Dale Circle, Dunedin** *City of Dunedin vs. U.S. Bank, N.A., Trustee (Citigroup Mtg Loan Trust) (Circuit Civil Case – Not Yet Filed)*

MOTION: Motion was made by Commissioner Gracy and seconded by Vice-Mayor Kynes to place this item on the agenda.

VOTE: Motion carried unanimously.

City Attorney Trask advised:

This is bank owned property at 1610 Dale Circle.

The city has three code enforcement liens on the property, two prior to foreclosure by the bank and then one after the bank owned it.

There is an offer of settlement to settle the three liens. The first two are partial releases because they are against the prior property owner and the third against the bank will be full release. The offer he has negotiated is \$25,000 on an outstanding lien of \$61,483.

The negotiations did not start at that number which lasted over the last month or two to get to that number.

He requested authority to accept \$25,000 for a partial release of the two older code enforcement liens, one in 2012 and one in 2014 and then a full release against the bank in 2016.

MOTION: Motion was made by Commissioner Gracy and seconded by Vice-Mayor Kynes to authorize the City Attorney to accept a \$25,000 settlement offer received by Greenfield Law Group, P.A., representing U.S. Bank, N.A., Trustee for Citigroup Mtg Loan Tr 2007-AHL2, owed in connection with the Code Enforcement Board Liens.

VOTE: Motion carried unanimously.

INFORMATIONAL ITEMS

3. **Inflow & Infiltration - County Task Force Update – Postponed**

4. **Thursday, July 27, 2017 Agenda Review, ACTION ITEMS**

A-1 Third Quarter Report on the Downtown Parking Management Plan

Housing and Economic Development/CRA Director Ironsmith advised:

The question has been asked why the City went with Parkeon for the kiosks.

There was a Request for Proposal (RFP) with 6 vendors responding and the selection committee chose Parkeon for the following reasons:

The battery life was longer.

The screen was brighter and in color and easier to read.

The software was easier to upgrade.

The machines had a larger solar panel allowing for higher charging capabilities.

Parkeon was \$120,000 less in cost over a 5-year period.

Regarding the use of coins and credit cards, but no paper was because research found paper money would gum up the machines and present significant maintenance issues.

The reason for the parking kiosks rather than individual meters was that the individual meters clutter the downtown with a pole at every one or two parking spaces. The parking kiosks have less maintenance and allow for License Plate Recognition, an efficient aspect for enforcement.

Economic Development Specialist Craig advised:

Other communities that use the Parkeon pay stations include:

Miami, St. Augustine, Savannah, Daytona Beach, Coral Gables, Pensacola, Atlanta, Las Vegas and Washington D.C., also New York City and in Canada and Europe.

Other items have been questioned including Park Mobile and Economic Development Specialist Craig advised:

The Park Mobile App overall is probably the most popular phone app in the world.

It is particularly used in this region and there was the ability to piggy back off a St. Petersburg contract resulting in 10 cents for the city for every 35 cent fee.

Questions

Mayor Bujalski clarified with Mr. Ironsmith that Park Mobile App and the Parkeon machines do not communicate with each other. She asked the process for enforcement when they check the license plate and Mr. Craig advised that is being done by New Park, the enforcement software vendor, which checks both data bases simultaneously and he explained the process is done in less than a second and that is the way it was done from the beginning.

When Mayor Bujalski commented some people received tickets because they had either used the app or the other machine but it was not showing up and Planning and Development Director Rice explained if the person does not enter their license plate correctly in Park Mobile or in the machine then the License Plate Recognition reads the error and the enforcement person tries different combinations. Mr. Ironsmith stated based on previous discussion with the commission the enforcement person now has the discretion to mark it as paid, they just had the wrong entry relative to the license plate.

When Mayor Bujalski asked the status of the continuing credit card problem, Mr. Ironsmith stated not as much has been seen since there was additional verbiage added to the machine similar to at a gas station where it says to remove your card quickly, this is the opposite to leave the card in and hit the back of the machine.

Mr. Ironsmith advised there have been close to 200,000 successful transactions with Parkeon and 57,000 with Park Mobile.

Mr. Ironsmith summarized the staffing provided:

Numbers:

3rd Quarter Net Revenue -	\$150,621
9 Month Net Revenue -	\$345,625
Off Street Occupancy/core -	37.7%
On Street Occupancy/core -	35.7%
Turnover/high demand area-	3.1/day (50 spaces with that turnover equates to 150 spaces)

Reasons this system was put in place:

Parking management was needed to include Trolley and Trail users not taking the best parking spaces throughout the day.

Concern for the at-risk parking areas going away with continued impact being seen.

Dedicated parking revenue stream in order to look at increasing parking supply.

Public outreach continues on the City's website and on *Dunedin TV*.

Mr. Ironsmith noted the staffing provided in the agenda packet includes all the financial numbers.

Mr. Ironsmith noted the following in the staffing:

The other aspect for consideration is the vendor contracts with the staff recommendation, SP Plus ends on September 30, 2017 and staff will bring that to the Commission on September 21st for consideration of continuing in order to have an evaluation period until November 2, 2017.

To date what has been contributed as far as the lease credit or buy out of the machines is close to \$100,000.

Turnover: In response to a question from Commissioner Gracy, Mr. Ironsmith advised in Resolution 16-23 the projected occupancy was 30% On Street and 27% Off Street and 3 car turnover per day for the performance standards.

Parking Looper System: Vice-Mayor Kynes referenced the Dedicated Parking Revenue Stream that mentions the Parking Looper system:

Mr. Ironsmith stated that is one of the many things staff is looking at in relation to connectivity to the downtown to provide additional convenience for people parking downtown, probably an enhanced larger golf cart that could go through the downtown.

Mr. Rice advised the new business on the corner of Douglas and Main that is an electric vehicle shop has vehicles for up to 23 passengers at a cost of \$23,000; they also have a 14 person vehicle and staff has started working on a possible route and timing. The Visioning at Mease Manor indicated they would like to get their folks on a safe and dependable way to get downtown.

There was positive feedback from the commission and Mayor Bujalski noted the stadium should be included in the route.

Commissioner Freaney requested Resolution 16-23 be sent out to the commissioners today.

Employee Pass: In response to a request from Mayor Bujalski, Mr. Rice advised the Employee Pass was reduced to \$15 a month with sign up being 3 months at a time and it has become more popular with free parking in the east and west zones at any time. He noted staff would like to do the same thing for residents in the east and west zones and maybe a \$50.00 annual pass. He commented staff thinks the way the system is performing, on a good year the projection is possibly \$600,000 revenue a year and it could afford residents a significant discount.

Mr. Ironsmith commented the thinking is that the amount of people coming downtown for entertainment on Friday, Saturday and Sunday is quite a bit from outside the city. Also, throughout the year even with road closures for special events the parking numbers are even higher, rather than the thought previously that it would be losing parking revenue.

Mr. Craig commented also the signage has improved tremendously throughout the process becoming more informative and more noticeable.

Mr. Rice would provide the numbers on Thursday including what the city thinks is an employee base downtown as compared to how many passes are purchased.

Parking Lot Leases: Commissioner Gracy asked if there were end dates to any of the leases or when is that part of the discussion. Mr. Ironsmith advised staff will provide a lease table along with recommendations for transition if the pilot program continues. There continues to be pressure relative to increased costs and availability when development occurs. CRA currently pays the parking lot leases that come from property taxes and there will be continued discussion on the leases including if the parking system continues.

Changes Made to the System: Mayor Bujalski requested information on the changes made over time and whether or not there were improvements as compared to what was being done previously including the employee passes and special event parking.

Mr. Rice noted one of the things that made a difference was when the east and west zones were made free Monday – Friday until 6:00 p.m. All of the daytime employees have a lot of opportunity for free parking, so it is the night and weekend workers. He noted Clearwater Beach provides nothing for employees, but they find a way.

Mr. Ironsmith advised the special event changes with putting a SP Plus employee in the parking lots during the large special events is working well with a flat \$5.00 versus using the kiosks.

Mr. Rice commented regarding the change to the east and west zones, free Monday – Friday until 6:00 p.m., leaving the middle section from Highland to Broadway as paid. The only thing he can go by is complaints, which are negligible. Mayor Bujalski asked if there are numbers for comparisons on this component for the last quarter by section and so forth. Mr. Rice stated the concern at the time was the impact on the financial model and that is performing well.

Mr. Ironsmith added even going from a \$30.00 to a \$10.00 ticket with lost revenue the performance is still very strong. Mr. Rice noted that has dropped the number of appeals dramatically and has had a positive impact. When Mayor Bujalski asked if she could ask then to look at making it a warning, Mr. Ironsmith noted the first quarter the impact was felt quite a bit with the warning only.

Broadway: Mr. Rice spoke regarding Broadway being included in the free Monday – Friday until 6:00 p.m. and explained there has been a big difference in business; however, there is still

the problem of employees and others parking all day. It is working and the merchants there are grateful and paid parking after 6:00 p.m. and on weekends is working.

Mr. Rice explained the principle being used was the 85% rule, that if it is 85% occupied and it is free then that is not a good thing and staff will have to review possibly adjusting to again get the right people in the right spots.

Equipment Leases: Mayor Bujalski clarified the final evaluation is November 2, 2017 so they have October to evaluate the system through September 30 and accumulate the final financials for the 12 month period.

Mr. Ironsmith explained September 21, 2017 would be the renewal of the parking management contract. The kiosks already have the ability with the contract in place.

Purchasing Agent Ankney explained the initial contract period for SP Plus was only 1 year with three 2-year renewals and September 30 is the end of the one year.

Mr. Rice noted they have a 90 day out so the City is not signing up for the whole year and if the parking system does go away there will be a lot of dismantling work to be done with signage and pay stations to be taken down. Should the Commission decide on November 2 that the paid parking is going away, the next day it could be over.

Mayor Bujalski expressed concern regarding renewing the contract when the commission has not made the decision yet. She would like more explanation for alternatives on Thursday.

Mr. Ironsmith explained staff spent some time with Mr. Hutchens relative to different scenarios and the only other one was to do it in September, but there will not be full data and analysis and it would not allow for any transition time if the parking stayed in play to keep the current employees of SP Plus as they would be relocated.

In response to a question from Mayor Bujalski, Mr. Ironsmith advised there is a buy-out fee if the commission decides to stop, on November 3rd there would be a 90 day notice and the city would have to buy them out and as noted in the staffing the cost for Parkeon is \$39,000 and for SP Plus about \$10,000 for terminating with a buy-out. There are some parking reserve dollars that have been collected through the year that if the commission decides could be used for that buy-out.

Mayor Bujalski noted the way this has been planned there is no language in the equipment lease agreements that allows for a 90 day extension of the lease.

Mr. Ankney clarified with Parkeon for the pay stations there is a 3-year contract with a 90-day "out" clause for terminating the contract, not just the pay stations, but also the service provided. If the Commission decides to do an extension to the pilot program there would have to be an amendment to the contract to extend and the only benefit to the city would be to potentially have a 60-day "out" clause. No action has to be taken on Parkeon at the meeting on Thursday.

Mr. Ankney explained the SP Plus contract must be renewed on September 21; that initial contract ends on September 30 and the next option is a 2-year renewal option. When Mayor Bujalski asked whether or not they would agree to a 90-day until the final determination, Mr. Ankney explained the city would have to agree to amend the contract and acknowledged staff had not asked. He reiterated there is already a 90-day out clause built into the contract.

Mayor Bujalski asked if the city gives SP Plus the 90-day notice before the end of September, even if it is not known whether the parking system is going away or staying, but utilize that clause, would they keep going until November with their services.

Mr. Rice responded they may; however, staff was not recommending that because of the outstanding parking manager and enforcement person and staff would rather keep it going so when the commission decides one way or another in order to keep that key personnel. It would be the final decision being made on November 2 and staff was hoping the 90 days would start at that time. If the 90-days is exercised right now they would be encouraged to relocate these key people that benefit the city in the long run if the decision is to move forward.

Mr. Rice commented the month of October will provide enough revenue for the buy-outs if necessary.

Updated Parking Space Needs: Mayor Bujalski clarified with Interim City Manager Hutchens the update on the parking needs will come with the end report, this is just a 3rd Quarter check in and many of these discussion will take place at a later date.

Final Comments:

Mr. Rice commented staff is hoping to gain some insight from the Visioning as well about the potential of what will happen at the Gateway, First Baptist site and Technical Services Building from both the commission and community to help in determining the future parking supply.

Mr. Ironsmith commented what is being seen is the impact of online retail which is being seen in the downtown as well and staff is watching that closely as well which is why the downtown is evolving from a pure main street to more of a Main Street in the day and an entertainment district at night and on weekends. Many downtowns are experiencing this change.

When Vice-Mayor Kynes inquired if there should not be a stronger connect between the retail and the nighttime, Mr. Ironsmith agreed and noted the retail should align themselves with the busy times in the entertainment district and it is more the 7:00 p.m./8:00 p.m. as people are coming in for dinner and other activities.

Commissioner Freaney reiterated for the final report she is also interested in the parking needs, existing, at risk and so forth.

When Commissioner Freaney asked if there is a date in Resolution 16-23 as to the final decision, Mr. Ironsmith advised there is a time period for the program to be evaluated, not necessarily a date, beginning October 3rd ending October 5th not a date for the actual evaluation to come before the Commission. He noted with an October 5th date there still needs to be time to prepare all the data for deliberation.

He read from Resolution 16-23:

Whereas in order to determine the success for the Pilot Downtown Parking Plan and to decide whether or not the continuation of the program is merited the City Commission wishes to establish metrics to be used in evaluating the results of the one-year pilot program beginning October 3rd, ending October 5th of 2017.

A-2 Code Change Requests

- a. **First Reading of Ordinance 17-07**, amending Chapter 105, Sections 105-28.3.4 and 105-28.3.5, to remove the 25% reduction in required on-site parking; changing the permit fee rebates to fixed grants, as building permit fees are no longer General Fund Revenue, which protects the General Fund from potentially large expenditure permit

fee rebates that are difficult to forecast and require certification within 180 days of the Certificate of Occupancy.

Planning and Development Director Rice advised:

The first code change request is to change the green building incentive portion of the Code.

The 25% reduction in required on-site parking was thought to be too large of a benefit.

The City was giving building permit rebates for different levels of green building which was fine when all the money was coming into the General Fund and then going out of the General Fund. Now the situation is that the money goes into the Building Fund and the rebates have to come out of the General Fund. Without making the change the General Fund would be at risk for hundreds of thousands of dollars.

The proposal is instead of the 25%, 50% and 75% of the permit fee which could be hundreds of thousands of dollars on a big project to have Bronze Certification with a \$2,500 grant, Silver \$5,000, Gold \$7,500 and Platinum \$10,000.

At the Local Planning Agency a developer spoke who stated these grants would not come close to being a true incentive for him to reach those levels and was very much against this idea. The members of the Board who are architects said this was not even needed because developers are already doing it.

His recommendation is that the incentive is not needed at all because people are beginning to build green already for marketability and the cost of green building is coming down all the time. Also, none of the grant money has been budgeted and it would be a guess; therefore, those grants could not start until FY2019.

Questions

In response to questions from Mayor Bujalski, Mr. Rice explained:

The existing incentive is a rebate of permitting fees and with the establishment of the Building Fund the money goes into the Building Fund and the rebates have to come out of the General Fund. When there was no Building Fund the building permit fees went into the General Fund and the rebate went out of the General Fund. The rebates are not considered a legitimate use of building permit funds.

The Site Plan Fees do not go into the Building Fund, just building permit fees.

The recommendation is to eliminate the rebates and the grants.

Information regarding encouraging people to use solar energy will be coming with the USF studies.

City Attorney Trask explained if the direction is to remove the rebate and remove the grant process then this ordinance should not be adopted, but come back with another ordinance that deletes this entire section. Whatever the direction on Thursday, he wants the commission and everyone to be clear on that.

- b. **First Reading of Ordinance 17-11**, amending Chapter 103, Permitted Uses to encourage high quality Bed & Breakfast establishments in multifamily zoning districts using the conditional use permit process as a control measure; and allow high quality indoor storage facilities in a variety of commercial zoning districts using the conditional use permit process as a control measure.

Planning and Development Director Rice advised:

This ordinance is two changes to the Permitted Use Table.

The first is to allow for Bed & Breakfast Inns as a conditional use in multifamily neighborhoods.

The reason for a conditional use is that it would be treated on a case by case basis, go to the Board of Adjustment & Appeal with staff and the applicant weighing in as well as anyone in the area of the potential establishment on the pros and cons. Staff did not want to make this an automatic right.

Questions

In response to questions from the commission, Mr. Rice advised:

The conditional use would apply citywide in any multifamily zoning; the applicant would have to pay a \$2,000 application fee and appear before the Board of Adjustment and Appeal for approval.

In terms of the definition of high quality, staff was looking at the architectural appearance of the property, especially with the indoor storage facilities being built now it is difficult to tell that is what they are; they look like office buildings and the Bed & Breakfasts should be attractive places like the ones on Skinner and Scotland.

The Bed & Breakfast is not allowed in Single Family zoning currently. He would have to check about other communities. The multifamily surrounds the CRA where in many cases you cannot tell where the CRA ends and the Single Family begins which is why the proposal. Bed & Breakfasts are allowed next to single family homes in the CRA.

A conditional use will allow for all those residents impacted to be heard and it would not be just a permitted right to go in anywhere.

The motivation for bringing the Bed & Breakfast and the storage facility issues forward were people coming into the City to talk with him and with Mr. Ironsmith about the Bed & Breakfast.

Mr. Ironsmith explained regarding the storage it provides a lot of return for the developer and what is being seen is a strong demand in this area and they are coming forward with this new footprint that looks like an office building from the front. With conditional use the city has ultimate control and the ability to permit it. Heavy demand is being seen.

Mayor Bujalski requested a visual, some type of colored map, one for the Bed & Breakfast and one for the storage facilities where the zoning areas are located.

When Mayor Bujalski inquired regarding the high application fee, Mr. Rice advised the Tampa Bay Times advertising fees are significant for legal ads and then there is a small staff administrative fee. Previously it was \$1,500 plus the Tampa Bay Times ad;

however, that was difficult to collect because the bill would not come in until after the hearing, so it was made a flat fee.

Mayor Bujalski requested the appropriate excerpts from the LPA minutes be included with the agenda item.

Commissioner Gracy commented she has been approaching Mr. Rice about the Bed & Breakfasts which is an issue within the State and she wanted to know what alternatives the City has.

- c. **First Reading of Ordinance 17-12**, amending Chapter 105, Section 105-23.3.1 to amend cross-access way dimensions to match other portions of the Land Development Code.

Questions – None.

BREAK FOR LUNCH/BUDGET WORKSHOP

- A-3 **First Reading of Ordinance 17-13**, a City rezoning initiated for the properties at 501, 503, 505, 507, 509, 511, 513, 515, 517, 519, 521, 523, 525 and 527 from Neighborhood Business (NB) to General Business (GB) and the **First Reading of Ordinance 17-14**, rezoning properties at 65, 73 and 79 Patricia Avenue from Single-Family Residential (R-60) to Form-Based Medium (FX-M). Parcel Numbers: 15-28-15-23166-006-0200 (S Paula), 35-28-15-38682-000-1060, 1070 and 1080 (Patricia). Owner: N/A - City Initiated Rezoning.

Questions

- A-4 **First Reading of Ordinance 17-15 (Annexation), 17-16 (Land Use) & 17-17 (Zoning)**, for Application AN-LUP-ZO S/D-LDO 17-56.01 – Request for Annexation, Land Use & Zoning Designation, Design Review and Parkland Dedication for building 12 townhomes at 1501 San Christopher Drive. Parcel Number: 23-28-15-00000-140-0200. Owner: Karen Sullivan Living Trust / Applicant: Michael Willenbacher, Gulfwind Homes / Representative: Robert Pergolizzi.

Questions

- A-5 **Approve Proposed Agendas for the** a) the August 22, 2017 Work Session and b) the August 24, 2017 Regular Meeting.

5. Commission Discussion

Commissioner Freaney inquired about trees along the Trail that appear to be dying.

Parks Superintendent Sheets advised City Arborist Wilson updated her on this situation and he has been working on it, he is not sure of the cause and is requiring replacement trees.

Commissioner Tornga advised he has requested Forward Pinellas make a presentation to the Commission at the September 21, 2017 Regular Commission Meeting and advised they were not available to do the presentation on a Tuesday through September and into October.

Mayor Bujalski advised there was a request from the Pinellas Suncoast Transit Authority (PSTA) to send a letter of support to the FTA; they annually apply for grants for the buses.

6. City Clerk's Update – None.

7. Interim City Manager's Verbal Status Report relative to significant matters affecting the City.

Interim City Manager Hutchens advised the city clerk has been receiving emails from the ACLU – People Power who attended a commission meeting and spoke during Citizen Input in

July and discussed a model resolution. They have been requesting time on the agenda; typically he would not do that absent a commissioner wanting to sponsor or recommend something for an agenda. They indicated in the email they may come on the 10th during Citizen Input and share information they have received from Dunedin Merchants who support the resolution. He explained the resolution they are seeking support on is to be a Welcoming City, it is not the same as a sanctuary city, but what they provided states the 9 Model State and Local Enforcement Policies are intended in short to prevent discrimination, deportation and surveillance of immigrant communities, then they give the 9 tenants. He can send the email to the commissioners for their review and then have a discussion to determine whether or not to place an item on an agenda.

Vice-Mayor Kynes requested information on the distinction between a welcoming city and a sanctuary city.

8. City Attorney's Update

City Attorney Trask advised:

The Pirates Treasure case went to hearing last week and the city was successful. At the summary judgment hearing his partner Jay Daigneault handled the hearing about the lawsuit involving inverse condemnation and he is preparing the judgment to be submitted to the court. They are not sure whether or not there will be an appeal, but it is a major win. The court has found there is no genuine issue as to material fact and therefore, there is no need for a trial. It is a very good outcome and he is happy for Jay, Erica and Randy the other lawyers who have been working on the case in their office.

On July 31, he was in a hearing in court on the property located at 1420 Heather Drive at which the judge entered an order in favor of the city to foreclose this property valued at \$132,000.

He just got the stipulation signed from the attorney for Deutsche Bank for the property located at 962 Grovewood for the entry of a final judgment for the property worth \$135,000.

In summary that is almost \$300,000 just in the last one or two weeks of value coming to the city. Once the foreclosure sales are completed if no one bids on them they become city surplus properties to be sold.

9. Commission Comments

Commissioner Tornga:

Commended Parks & Recreation and everyone involved in the great presentation at Purple Heart Park that was greatly appreciated by the veterans.

Some are continuing on the Legislative Committee and there are many issues on transportation; however, they only want one or two chosen. They are all based on one, Home Rule, and they are seeing fellow governments reaching out to the counties about the concepts of Home Rule for making decisions for our communities.

Forward Pinellas is coming up with lots of activity especially on the transportation. The big activities are going to be the formation of a new organization that will represent all the regions and how to organize to make sure each municipality or county has input.

Pinellas Suncoast Transit Authority (PSTA) has budget of \$73 million for Operations, \$23 million for Capital to be submitted and approved based on not having success for the

homestead exemption. PSTA is challenged with the routes without the frequency or the equipment to run them properly.

Commissioner Gracy verified with Commissioner Tornga that PSTA is at the millage cap.

Commissioner Gracy advised the World Championship Pipers and Drummers from the City of Dunedin are preparing to defend their title on Saturday. There will be an early morning breakfast at the Scottish Foundation Hall and everyone is invited.

Vice-Mayor Kynes:

Expressed appreciation for the Purple Heart Ceremony and everyone who worked on it.

Noted the Legislative Environmental Committee which she is chairing chose Home Rule and two more topics so they will be working to decide on one of those topics.

Announced Wearable Art is coming up.

Thanked everyone in the City, the Department Heads, Interim City Manager Hutchens, and the Board of Finance, everyone who worked so hard to pull the budget together.

Commissioner Freaney:

Attended the groundbreaking for the Dunedin Historical Museum along with Commissioners Tornga and Gracy and she gave regrets on behalf Vice-Mayor Kynes and Mayor Bujalski. Senator Latvala and Former Dunedin Mayor and County Commissioner Eggers were present.

Advised Pat Kennedy, Former Recreation Director for the City, is in the hospital.

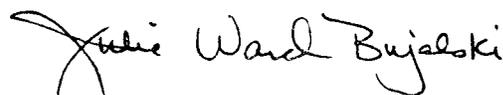
Expressed condolences to Dave Eggers whose father passed away.

Mayor Bujalski noted she had given each of the commissioners a City of Toronto pin and recalled the commission had approved a Memorandum of Understanding with the City of Toronto and Counselor Grimes brought forward the Memorandum of Understanding which is a way of being a sister city with Toronto. She took a city flag to them and they gave her a city flag as well which she presented to the city as an official gift from the City of Toronto. Mayor Bujalski commented it was a very fruitful trip. They also met with the Tai Chi folks and saw two baseball games. Also new City Manager Jennifer Bramley and her husband came on the trip.

ADJOURN MEETING

The Work Session adjourned at 5:17 p.m.

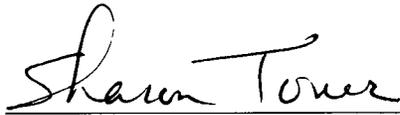
NOTE: The meeting was completely recorded and the recording is in the official file. This meeting was also broadcast by *Dunedin TV*.



Julie Ward Bujalski
Mayor

Attest: 

Sharon Toner
Deputy City Clerk

A handwritten signature in cursive script that reads "Sharon Toner". The signature is written in black ink and is positioned above a horizontal line.

Sharon Toner
Deputy City Clerk