



City of Tarpon Springs, Florida

Board of Commissioners
324 East Pine Street
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<http://www.ctsfl.us/agenda.htm>

REGULAR SESSION AGENDA TUESDAY, AUGUST 24, 2021 6:30 PM – City Hall Auditorium

CALL TO ORDER
ROLL CALL
INVOCATION
PLEDGE OF ALLEGIANCE
PUBLIC COMMENTS

CONSENT AGENDA:

1. MINUTES:
 - A. OCTOBER 13, 2020 REGULAR SESSION
 - B. OCTOBER 27, 2020 REGULAR SESSION
 - C. OCTOBER 29, 2020 WORK SESSION
 - D. NOVEMBER 9, 2020 SPECIAL SESSION
 - E. NOVEMBER 10, 2020 REGULAR SESSION
2. SATISFACTION AND RELEASE OF LIENS
3. ATTORNEY'S FEES:
 - A. TRASK DIAGNEAULT, LLP: INVOICE AUGUST 4, 2021
 - B. JOHNSON JACKSON PLLC: INVOICE 8221
4. SPECIAL EVENTS:
 - A. HOMECOMING PARADE
 - B. OUTDOOR MUSIC FESTIVAL
5. AUTHORIZE EXECUTION OF LICENSE AGREEMENT WITH SUPERVISOR OF ELECTIONS FOR BALLOT DROP OFF LOCATION AT LIBRARY
6. APPROVE MODIFICATION TO AGREEMENT WITH USF FOR STRATEGIC PLANNING SERVICES
7. AUTHORIZE CITY MANAGER TO EXECUTE AMERICAN RESCUE PLAN ACT CORONAVIRUS LOCAL FISCAL RECOVERY FUND AGREEMENT
8. AWARD BID NO. 210179-B-JL FURNISH AND INSTALL COMMERCIAL STEEL BUILDING – REBID
9. AWARD FILE NO. 210198-M-AM PURCHASE OF USED COMPACT LOADER
10. AWARD FILE NO. 210199-C-AM UTILIZING SOURCEWELL CONTRACT NO. 2021-120716-NAF VEHICLES, CARS, VANS, SUVs, AND LIGHT TRUCKS WITH RELATED EQUIPMENT, ACCESSORIES AND SERVICES FOR THE PURCHASE OF VEHICLES

SPECIAL CONSENT AGENDA:

11. SOUTH SPRING BOULEVARD – WHITCOMB BAYOU AREA ALTERNATIVES
12. APPROVAL TO PROCEED WITH CITIZEN ENGAGEMENT FOR REBUILD FLORIDA GENERAL INFRASTRUCTURE PROGRAM GRANT APPLICATION
13. AWARD RFP NO. 210129-P-AM SOLID WASTE AND RECYCLABLE MATERIAL COLLECTION SERVICES

RESOLUTIONS: (PUBLIC HEARINGS BEGIN AT 7:30 PM)

14. RESOLUTION 2021-44 APPLICATION 21-26 SITE PLAN APPROVAL FOR FLAGSHIP BANK;
SOUTHEAST CORNER OF SOUTH PINELLAS AVENUE AND MERES BOULEVARD
15. RESOLUTION 2021-49 SALARY AND CLASSIFICATION PLAN AMENDMENTS AND PAY
INCREASES FOR FY 2022

PRESENTATIONS:

16. DISCUSSION OF A-FRAME AND SANDWICH BOARD SIGNS – SECTION 101.09 OF THE
LAND DEVELOPMENT CODE: MAYOR ALAHOUZOS

BOARD AND STAFF COMMENTS:

ADJOURNMENT

MINUTES
BOARD OF COMMISSIONERS
CITY OF TARPON SPRINGS
REGULAR SESSION – OCTOBER 13, 2020
VIRTUAL MEETING

THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA,
MET VIRTUALLY IN SPECIAL SESSION, ON TUESDAY, OCTOBER 13, 2020 AT 6:30
P.M. WITH THE FOLLOWING PRESENT:

CHRIS ALAHOUZOS	MAYOR
JACOB KARR	VICE MAYOR
CONNOR DONOVAN	COMMISSIONER
COSTA S. VATIKIOTIS	COMMISSIONER

ABSENT/EXCUSED: TOWNSEND TARAPANI COMMISSIONER

ALSO PRESENT: MARK G. LeCOURIS CITY MANAGER
 THOMAS TRASK CITY ATTORNEY
 K. MICHELE MANOUSOS DEPUTY CITY CLERK & COLLECTOR

CALL TO ORDER:

Mayor Alahouzos called the meeting to order at 6:30 p.m.

ROLL CALL:

Deputy City Clerk Manousos called the roll.

INVOCATION:

City Attorney Trask gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Alahouzos led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT:

Mayor Alahouzos reminded all that due to the health crisis we are facing, and to be in compliance with Governor DeSantis' and Pinellas County Executive Orders, along with following CDC guidelines, the BOC meetings would be conducted by video conferencing and provide for public comments until such time orders are lifted.

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on items not on the evening's agenda, and there were none.

PRESENTATION:

1. ANCLOTE RIVER DREDGE PROJECT UPDATE:

Bob Robertson, Project Administration Director, updated the Board on two parts of the Anclote River Dredge Project: 1. The Federal Dredge being conducted by the Army Corp of Engineers and; 2. The extended turning basin which was the City's responsibility. The two projects are intended to be completed simultaneously in order to take advantage of the contractor overlap. Mr. Robertson noted the design phase of the projects was completed; however, the projects were delayed and awaiting Federal procurement of the contracts. Mr. Robertson then explained the reason for the contract delays. He stated the Mayor and the City Manager have contacted Representative Bilirakis to assist in the release of additional funds for the project. Mayor Alahouzos commented that he spoke to Congressman Bilirakis earlier today and the Congressman briefed the Mayor on the departments he was working with on the funding issues.

Mr. Robertson then reviewed the scope of the project and recent communication from the Army Corp of Engineers that further defined areas included in the projects which included answering recent questions submitted by Commissioner Vatikiotis regarding the in-water pipeline. He then listed the items as the Army Corps responsibility or the City's responsibility, as well as, the source of the City's funding which included a State grant.

Mr. Robertson then reviewed the City's progress on permitting for the extended turning basin and stated he expected the project to begin in early 2021. He concluded by stating that the Army Corp of Engineer's Senior Project Manager and Engineer would attend the Board of Commissioner's Meeting on November 1, 2021 to answer the Board's and public's questions.

(Continued)

PRESENTATION (Continued):

1. ANCLOTE RIVER DREDGE PROJECT UPDATE:

The Board thanked Mr. Robertson and staff for all of their efforts. Commissioner Donovan asked about the funding issues mentioned in the backup and Mr. Robertson explained. Commissioner Vatikiotis agreed with the timeline presented and added information on relocating wildlife that may interfere with the projects start date. He also asked about the planned routes for the disposal; as well as, the funding for the disposal. City Manager LeCouris addressed the designated truck routes planned but said there was time to change those plans if necessary and Mr. Robertson spoke about the cost estimates developed for disposal. Commissioner Vatikiotis asked about the possibility of purchasing property for the disposal site and explained why he thought it was a practical idea. Mayor Alahouzos asked if it was possible to have two truck routes and staff explained they would explore the possible ways to accommodate more than one route and return to the Board.

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on this item, and there were none.

CONSENT AGENDA:

2. MINUTES:

- A. MINUTES 5-26-2020 REGULAR SESSION**
- B. MINUTES 6-9-2020 REGULAR SESSION**
- C. MINUTES 6-23-2020 REGULAR SESSION**
- D. MINUTES 7-14-2020 REGULAR SESSION**

3. ATTORNEY'S FEES:

- A. TRASK & DIAGNEAULT, LLP: INVOICE OCTOBER 2, 2020**

4. AWARD FILE NO. 210022-N-JJ WATER-SEWER REVENUE SUFFICIENCY STUDY

5. AWARD FILE NO. 210016-N-JL MAINTENANCE, SUPPORT AND EQUIPMENT FOR MOTOROLA RADIOS

6. AWARD FILE NO. 210025-C-JJ FACILITIES MAINTENANCE, REPAIR AND OPERATIONS AND INDUSTRIAL SUPPLIES

7. AWARD FILE NO. 210028-N-AM SINGLE SOURCE PURCHASE, SCALE REFURBISHMENT AND RELOCATION

8. REJECT SOLE BID SUBMITTED FOR BID NO. 210020-B-JL FURNISH AND INSTALL COMMERCIAL STEEL BUILDING

9. RENEW FILE NO. 120122-N-JJ MAINTENANCE OF PUBLIC RESTROOMS AT THE SPONGE DOCKS

(Continued)

CONSENT AGENDA (Continued):

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on this item, and there were none.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER DONOVAN

To approve Consent Agenda items 1, 2, 3, 4, 5, 6, 7, 8, and 9.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

SPECIAL CONSENT AGENDA:

10. AWARD BID NO. 200167-B-JL MANGO STREET STORMWATER AND ROADWAY IMPROVEMENTS

Bob Robertson, Project Administration Director, asked for the Board’s approval to award a construction contract of \$839,968.04 dollars to Kamminga & Roodvoets, Inc. for the roadway project. He then explained the scope of the project and funding sources.

Vice Mayor Karr asked about the realignment of Mango Street and Mango Circle and asked for staff to meet with the Housing Authority again before the project begins. He also said that the City had requested funding for phase 2 from the State and suggested approaching Pinellas County for possible funding as this was a “connector route”. Commissioner Donovan asked about the phases involved and Mr. Robertson said the project would be completed in 2 phases. He also explained what the 2nd phase would encompass and when funding might be available to begin. Commissioner Vatikiotis asked how long the project would take and Mr. Robertson explained the timeline for each phase of the project. Commissioner Vatikiotis said he felt the projects should move more quickly. Mayor Alahouzos said the project involved the purchase of property.

(Continued)

SPECIAL CONSENT AGENDA (Continued):

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on this item, and there were none.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER DONOVAN

To award bid no. 200167-B-JL Mango Street Stormwater and Roadway improvements to Kamminga & Roodvoets, Inc., in amount not to exceed \$ 839,968.04, for the Public Works Department.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

11. AWARD BID NO. 210001-B-JJ TARPON SPRINGS GATEWAY MONUMENT SIGNS – REBID

Mr. Robertson reviewed the bid for six gateway signs, the funding source, and the 200-day time period allowed for completion. He said staff was seeking the Board's approval to award a contract to: Quality Neon Sign Company doing business as Harbinger Sign for \$108,916.00 dollars.

Commissioner Donovan explained he would vote no on the item 11 because he did not feel the current signs needed to be replaced.

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on this item, and there were none.

(Continued)

SPECIAL CONSENT AGENDA (Continued):

11. AWARD BID NO. 210001-B-JJ TARPON SPRINGS GATEWAY MONUMENT SIGNS – REBID

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER VATIKIOTIS

Vote on Motion – Upon roll call vote the motion carried 3 to 1 as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	No
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

12. HVAC REPAIR AND MAINTENANCE

Mayor Alahouzos explained items 12a and 12b would be discussed together but voted on separately.

A. REJECT ALL BIDS FOR BID NO. 200159-B-AM HVAC REPAIR AND MAINTENANCE CONTRACT

City Manager LeCouris reviewed the earlier discussions regarding item 12A and 12B. Tom Funcheon, Public Works Director, then explained the current proposal to continue to use the current HVAC company for the City's larger buildings and those attached to a complex central control system while allowing smaller local companies to bid on and repair the smaller units throughout the City.

The Board thanked staff for looking over the possible options and presenting their findings.

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on this item, and there were none.

(Continued)

12. HVAC REPAIR AND MAINTENANCE

A. REJECT ALL BIDS FOR BID NO. 200159-B-AM HVAC REPAIR AND MAINTENANCE CONTRACT (Continued)

MOTION: COMMISSIONER VATIKIOTIS
SECOND: VICE MAYOR KARR

To reject all bids submitted for bid no. 200159-B-AM, HVAC Repair & Maintenance contract for the reasons Stated in the background.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

12B. AWARD FILE NO. 210034-C-AM UTILIZING U.S. COMMUNITIES PURCHASING ALLIANCE CONTRACT NO. 15-JLP-023 FOR HVAC PRODUCTS, INSTALLATION, SERVICES AND RELATED PRODUCTS AND SERVICES

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on this item, and there were none.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER VATIKIOTIS

To award file no. 210034-C-AM, HVAC Products, installation, services and related products and services to Tampa Bay Trane utilizing U.S. Communities Purchasing Alliance Contract no. 15-JLP-023 for the period October 14, 2020 through September 30, 2022 in an annual amount not to exceed \$ 75,000 for Citywide use, and that purchase orders would only be issued against approved budgets.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

SPECIAL CONSENT AGENDA (Continued):

13. EXTENSION OF BUSINESS RECOVERY PROGRAM

Karen Lemmons, Economic Development Director, explained the Business Recovery Program which began in May 2020, and since had renewed month to month. She then highlighted key parts of the program including allowing local business to expand outdoor dining and have outdoor displays. All components of the program were designed to help keep businesses open during the pandemic. Ms. Lemmons said although some things have improved since May, the businesses have asked for a continuation of the program until November 15, 2020. City Manager LeCouris then asked the Board to consider and discuss how much longer the program should be extended which would allow local businesses to plan beyond November 15, 2020.

Mayor Alahouzos said he favored extending the popular program. The Vice Mayor and Commissioner Donovan agreed. Commissioner Donovan stated he would like to be as friendly and accommodating to local business as possible since he expected this to be a long recovery. Commissioner Vatikiotis said the end of the program could coincide with the State wide emergency in order to avoid violating the City's current Ordinances. Mayor Alahouzos asked City Attorney Trask for input. City Attorney Trask recommended the end of the City's Emergency Order be tied to the State or Pinellas County orders, and further, advised against extending the City order beyond either of those.

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on this item, and there were none.

MOTION: COMMISSIONER DONOVAN
SECOND: VICE MAYOR KARR

To approve extension of Business Recovery Program until
November 15, 2020.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

SPECIAL CONSENT AGENDA (Continued)

14. 500 EAST OAKWOOD:

City Manager LeCouris discussed that the building was in extreme disrepair and dangerous. He explained it had some historical significance and was located in the Union Academy Neighborhood. After talking to nearby residents and Kevin Powell, Building Development Director, staff was suggesting dismantling the building; preserving any salvageable material, and deciding at a later time how to utilize the property and materials. Mr. Powell explained why this approach was a good solution to satisfy the community while quickly removing an immediate danger to the Community.

Mayor Alahousos asked for the Board to consider by consensus that after dismantling, to schedule rebuilding next year in order to add to the historic preservation of the Union Academy Neighborhood. He also said area residents were in agreement. Vice Mayor Karr was not supportive at this time, he felt there was little to salvage, and he cited the close proximity of the property to the Community Center; therefore, he did not feel there was a need for another City owned building at this time. He suggested selling the property or erecting a small neighborhood park while memorializing the building with a plaque. Commissioner Donovan asked how much of the building was usable, and Mr. Powell said approximately one quarter of the building. Commissioner Donovan was interested in preserving the materials but was not ready to commit to erecting a new building at this time. Commissioner Vatikiotis suggested removing and storing usable materials and scheduling a discussion regarding rebuilding and use of the property at next year's CIP budget meeting. Commissioner Donovan was in agreement with that idea. Commissioner Vatikiotis also asked where the salvage would be stored and if it would be protected from the weather, and Mr. Funcheon discussed the possible storage areas.

(Continued)

SPECIAL CONSENT AGENDA (Continued)

14. 500 EAST OAKWOOD:

PUBLIC COMMENTS

Mayor Alahouzos asked if there were any emails, and there were none.

ATTENDEES

Annie Debbs, 803 South Disston Avenue, thanked Mr. Powell for his suggestions and asked that the rebuilding be discussed in a meeting next year.

MOTION: COMMISSIONER VATIKIOTIS
SECOND: COMMISSIONER DONOVAN

To approve the disassembly for rebuilding the future and to schedule a discussion concerning rebuilding the building during the fiscal year 2022 CIP.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

15. RESOLUTION 2020-64 NAMING A PORTION OF PREVIOUSLY UNDEVELOPED ROADWAY CONNECTING MERES BOULEVARD AND MANGO STREET

City Attorney Trask read the following Resolution by title only:

A RESOLUTION OF THE CITY OF TARPON SPRINGS, FLORIDA; NAMING THAT PORTION OF THE PREVIOUSLY UNDEVELOPED ROADWAY CONNECTING MERES BOULEVARD AND MANGO STREET BETWEEN SAFFORD AVENUE AND DISSTON AVENUE AND PROVIDING AN EFFECTIVE DATE.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

15. RESOLUTION 2020-64 NAMING A PORTION OF PREVIOUSLY UNDEVELOPED ROADWAY CONNECTING MERES BOULEVARD AND MANGO STREET

City Manager LeCouris noted the past Board discussion on this item and introduced Renea Vincent, Planning and Zoning Director, who explained the steps necessary to name and rename the portions of the roadway. Ms. Vincent then discussed the historical significance of Mango Street; and the previous Board discussion to recognize Dr. Diamandis with a memorial placard. Ms. Vincent also pointed out that the new roadway extension was to allow an uninterrupted emergency evacuation route to US 19 and if renamed it will present one continuous name preventing confusion along the route. The following was the proposal for the Board's consideration: The new roadway would become Meres Boulevard East; the existing roadway known as Mango Street would retain its name; and the choice of an honorary street name, memorial placard or monument signage would be displayed in honor of Dr. Diamandis. Ms. Vincent provided backup that supported the proposal.

Mayor Alahouzos was in favor of the Resolution as presented and stated it was supported by those residents interviewed and living in the nearby neighborhood. Vice Mayor Karr preferred to have one continuous name for the roadway and asked that Meres Boulevard be the name used throughout with Mango Street as an honorary name. Commissioner Donovan supported a stand-alone sign for Dr. Diamandis and Resolution 2020-64 as presented. Commissioner Vatikiotis agreed with Commissioner Donovan's street sign choice for Dr. Diamandis' memorial. He also supported Resolution 2020-64 as presented.

PUBLIC COMMENTS:

EMAILS:

Mayor Alahouzos asked if there were any emails on this item, and there were none.

ATTENDEES:

Glendine Davis, 519 East Morgan Street, supported keeping the name Mango Street.

Annie Dabbs, 803 South Disston Avenue, asked the Mango Street name to remain due to its historical significance and importance to the neighborhood.

Audrey Merricks, 517 East Boyer Street, asked that the Mango Street name remain as it was a part of the Union Academy history.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

15. RESOLUTION 2020-64 NAMING A PORTION OF PREVIOUSLY UNDEVELOPED ROADWAY CONNECTING MERES BOULEVARD AND MANGO STREET

MOTION: COMMISSIONER VATIKIOTIS
SECOND: COMMISSIONER DONOVAN

To adopt Resolution 2020-64 naming a portion of previously undeveloped roadway connecting Meres Boulevard and Mango Street as the Resolution as written and also to make the sign commemorating Dr. Diamandis a fixed freestanding sign.

Vote on Motion – Upon roll call vote the motion carried 3 to 1 as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	No
Mayor Alahouzos	Yes

16. RESOLUTION 2020-62 CHANGES IN FEES FOR GOLF COURSE DIVISION

City Attorney Trask read the following Resolution by title only:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CITY OF TARPON SPRINGS, FLORIDA, AUTHORIZING CHANGES IN THE FEES UTILIZED BY THE GOLF COURSE DIVISION OF THE PUBLIC SERVICES DEPARTMENT INCLUDING CHANGES TO THE DAILY FEES AND ANNUAL MEMBERSHIP FEES AND PROVIDING AN EFFECTIVE DATE HEREOF.

Paul Smith, Public Services Director, stated the Golf Course was an enterprise fund supported by fees and this Resolution would reduce fees to residents while adjusting fees up that were low compared to the regional market prices. He asked Howard Hunt, Golf Course Manager, to provide additional details. Mr. Hunt explained off season discount program for residents and discussed extending the program for the entire year, and also presented the proposed increases. He noted the fees were still below other nearby golf courses.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

16. RESOLUTION 2020-62 CHANGES IN FEES FOR GOLF COURSE DIVISION

After a brief discussion, and thanking Staff for all they do to maintain the City's course, the Board agreed with the proposed Resolution.

MOTION: COMMISSIONER DONOVAN
SECOND: COMMISSIONER VATIKIOTIS

To adopt Resolution 2020-62 as presented.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

17. EAGLE CREEK DEVELOPMENT - DAVID WEEKLY HOMES (APPLICATION 20-73, 20-104) 687 KLOSTERMAN ROAD

A. ORDINANCE 2020-21 LAND USE AMENDMENT TO PRESERVATION (2nd READING)

City Attorney Trask read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA, AMENDING THE FUTURE LAND USE MAP FOR 2.39 ACRES MORE OR LESS OF REAL PROPERTY LOCATED AT 685 AND 687 EAST KLOSTERMAN ROAD ON THE NORTH EAST CORNER OF EAST KLOSTERMAN ROAD AND SOUTH DISSTON AVENUE. APPLICATION 2020-73 FROM LAND USE DESIGNATION RL (RESIDENTIAL LOW) TO LAND USE DESIGNATION P (PRESERVATION) PROVIDING FOR FINDINGS AND PROVIDING FOR AN EFFECTIVE DATE.

City Attorney Trask announced that the legal advertisement requirements were met and this public hearing was called by virtue of this Ordinance being published in by title with a map in the Tampa Bay Times on July 29, 2020 and September 2, 2020.

Ms. Vincent reviewed this was a Land Use Amendment associated with the proposed Eagle Creek planned subdivision, and there were no changes since the first reading. Ms. Vincent stated staff recommended approval of the Ordinance.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

17. EAGLE CREEK DEVELOPMENT - DAVID WEEKLY HOMES (APPLICATION 20-73, 20-104) 687 KLOSTERMAN ROAD

APPLICANT:

Cyndi Tarapani, representing Eagle Creek Subdivision, was present to answer questions.

BOARD COMMENTS:

There were no questions or further Board Comments.

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on this item, and there were none.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER DONOVAN

To adopt Ordinance 2020-21 on its second and final reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

18. HABITAT FOR HUMANITY OF PINELLAS COUNTY (APPLICATION 20-80) CYPRESS STREET LOT

A. ORDINANCE 2020-24 REZONING (2nd READING) (QUASI-JUDICIAL)

City Attorney Trask read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF TARPON SPRINGS, FLORIDA FOR 0.34 ACRES OF PROPERTY LOCATED AT THE NORTH SIDE OF CYPRESS STREET BETWEEN NORTH LEVIS AVENUE AND NORTH GROSSE AVENUE FROM R70A (A SINGLE-FAMILY RESIDENTIAL) DISTRICT TO R60 (A ONE- AND TWO-FAMILY) DISTRICT PROVIDING FOR FINDINGS AND PROVIDING FOR AN EFFECTIVE DATE.

City Attorney Trask announced that the legal advertisement requirements were met and this public hearing was called by virtue of this Ordinance being published in by title with a map in the Tampa Bay Times on September 2, 2020.

City Attorney Trask announced this was a quasi-judicial hearing and explained the process. He then called upon those who would be testifying in this matter and swore in all witnesses. Additionally, the City Attorney asked the Board to disclose any ex parte' communication or conflicts and there were none.

Ms. Vincent reviewed the proposal for Rezoning requested by Habitat for Humanity. Ms. Vincent stated there was no new information since the first reading and staff recommended approval.

APPLICANT: Ken Rush, representing Habitat for Humanity thanked the Board and staff for presenting and reviewing this Ordinance.

Mayor Alahouzos thanked Mr. Rush and Habitat for Humanity for providing a source of affordable housing for the residents of the City. There were no further Board Comments.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

18. HABITAT FOR HUMANITY OF PINELLAS COUNTY (APPLICATION 20-80) CYPRESS STREET LOT

A. ORDINANCE 2020-24 REZONING (2nd READING) (QUASI-JUDICIAL)

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on this item, and there were none.

MOTION: COMMISSIONER DONOVAN
SECOND: VICE MAYOR KARR

To adopt Ordinance 2020-24
on its second and final reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

**19A. RAMEY PROPERTY (APPLICATIONS 20-76, 20-110) 1606-1628 DIXIE HIGHWAY
ORDINANCE 2020-25 ANNEXATION (2ND READING) (QUASI-JUDICIAL)**

Mayor Alahouzos announced that items 19A and 19B would be discussed together but voted on separately.

City Attorney Trask read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA, ANNEXING 0.42 ACRES MORE OR LESS OF REAL PROPERTY LOCATED AT 1606 DIXIE HIGHWAY ON THE NORTHEAST CORNER DIXIE HIGHWAY AND BECKETT WAY AND AT 1628 DIXIE HIGHWAY ON THE EASTSIDE OF DIXIE HIGHWAY BETWEEN BECKETT WAY AND JULY DRIVE. APPLICATION 20-27 PROVIDING FOR FINDINGS AND PROVIDING FOR AN EFFECTIVE DATE.

City Attorney Trask announced that the legal advertisement requirements were met and this public hearing was called by virtue of this Ordinance being published in by title with a map in the Tampa Bay Times on September 2, 2020 and September 9, 2020.

City Attorney Trask announced this was a quasi-judicial hearing and explained the process. He then called upon those who would be testifying in this matter and swore in all witnesses. Additionally, the City Attorney asked the Board to disclose any ex parte' communication or conflicts and there were none.

Ms. Vincent reviewed the applications for the annexation and rezoning of property at 1606 and 1628 Dixie Highway. She stated there was no additional information or changes since the first readings and that Staff recommended approval.

There were no Board comments.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

**19A. RAMEY PROPERTY (APPLICATIONS 20-76, 20-110) 1606-1628 DIXIE HIGHWAY
ORDINANCE 2020-25 ANNEXATION (2ND READING) (QUASI-JUDICIAL)**

APPLICANT:

Tory Cannon, 1740 Harbor Place South, St Petersburg, FL, the applicant asked when the annexation would be final and City Attorney Trask stated November 4, 2020.

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or public comments on this item, and there were none.

MOTION: COMMISSIONER DONOVAN
SECOND: VICE MAYOR KARR

To adopt Ordinance 2020-25 on its second and final reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

**19B. RAMEY PROPERTY (APPLICATIONS 20-76, 20-110) 1606-1628 DIXIE HIGHWAY;
ORDINANCE 2020-26 REZONING (1st READING) (QUASI-JUDICIAL)**

City Attorney Trask read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF TARPON SPRINGS, FLORIDA FOR 0.42 ACRES MORE OR LESS OF REAL PROPERTY LOCATED AT 1606 DIXIE HIGHWAY AND 1628 DIXIE HIGHWAY FROM PINELLAS COUNTY R-4; ONE, TWO AND THREE FAMILY RESIDENTIAL DISTRICT, TO CITY OF TARPON SPRINGS R-70; ONE- AND TWO-FAMILY RESIDENTIAL DISTRICT, PROVIDING FOR FINDINGS AND PROVIDING FOR AN EFFECTIVE DATE.

City Attorney Trask announced this was the second and final reading of Ordinance 2020-26 by title only and it was advertised in the Tampa Bay Times on September 2, 2020 by title only with map.

City Attorney Trask announced this was a quasi-judicial hearing and explained the process. He then called upon those who would be testifying in this matter and swore in all witnesses. Additionally, the City Attorney asked the Board to disclose any ex parte' communication or conflicts and there were none.

MOTION: COMMISSIONER VATIKIOTIS
SECOND: VICE MAYOR KARR

To adopt Ordinance 2020-26 on its second and final reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

20. RESOLUTION 2020-65: RATIFYING EXECUTIVE ORDER

City Attorney Trask read the following Resolution by title only:

A RESOLUTION OF TARPON SPRINGS, FLORIDA, RATYFING EXECUTIVE ORDER 2020-34 AND EXTENDING THE DECLARATION OF THE LOCAL STATE OF EMERGENCY TO OCTOBER 6, 2020 AND PROVIDING AN EFFECTIVE DATE HEREOF.

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails or Board or public comments on this item, and there were none.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER DONOVAN

To adopt Resolution 2020-65 as presented.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

21. RESOLUTION 2020-55: APPLICATION 20-91; CONDITIONAL USE FOR TOURIST HOME IN WD1, 1145 MARINA DRIVE, MASON (QUASI-JUDICIAL)

City Attorney Trask read the following Resolution by title only:

A RESOLUTION OF THE CITY OF TARPON SPRINGS, FLORIDA, APPROVING APPLICATION #20-91 REQUESTING A CONDITIONAL USE PERMIT TO ALLOW THE OPERATION OF A TOURIST HOME AT 1145 MARINA DRIVE LOCATED ON THE SOUTH SIDE OF MARINA DRIVE, IN THE WD-1 (WATERFRONT DEVELOPMENT DISTRICT) ZONING DISTRICT; PROVIDING FOR FINDINGS; PROVIDING FOR CONDITIONS; AND PROVIDING AN EFFECTIVE DATE.

City Attorney Trask announced this was a quasi-judicial hearing and explained the process. He then called upon those who would be testifying in this matter and swore in all witnesses. Additionally, the City Attorney asked the Board to disclose any ex parte' communication or conflicts and there were none.

Ms. Vincent presented an overview of the request to allow property at 1145 Marina Drive to be used as a tourist home. She also explained the intent of WD-1 zoning for Commercial Recreation use, and said under the current zoning and with the extensive conditions written in Resolution 2020-55, staff recommended approval and noted the Planning and Zoning Board also recommended approval with one member dissenting. Ms. Vincent then read the conditions written in the Resolution that would need to be followed by the property owner. Ms. Vincent also noted that staff received numerous letters in support; as well as, letters in opposition to the request. She reported that a petition was received and signed by 15 of 19 homeowners in the neighborhood that requested the area be rezoned as a single-family residential subdivision.

Vice Mayor Karr asked if this was a public area or HOA; he also asked if a minimum night stay was discussed as a condition and Ms. Vincent said the neighborhood was public but she believed there was an active HOA and the proposed conditions did not address a minimum number of nights. He asked the applicant, how the property was advertised and Mr. Mason explained the websites used and said he discouraged 2- or 3-night rentals. Vice Mayor Karr was in favor of approval and suggested a condition with minimum night requirement. Commissioner Vatikiotis asked if there were other conditional use homes in the neighborhood and how many homes were involved. Ms. Vincent stated there was a total of 19 homes with 2 of the homes requesting a conditional use this evening. He asked Mr. Mason how many weeks per year the home was being rented and Mrs. Mason said 25 to 33 weeks per year. Commissioner Vatikiotis did not support because he felt that the use was incompatible with the surrounding residential area.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

21. RESOLUTION 2020-55: APPLICATION 20-91; CONDITIONAL USE FOR TOURIST HOME IN WD1, 1145 MARINA DRIVE, MASON (QUASI-JUDICIAL)

Commissioner Donovan asked how this use would impact the property values and Ms. Vincent explained it was dependent upon how the home was operated. He then asked the Masons how often they were in Tarpon Springs and they said it varied each year. Mayor Alahouzos asked the applicant about the number of bedrooms and parking spaces and how he would meet the condition that the owner be available in the event of a problem since he lived out of the state. Mr. Mason said the home had 4 bedrooms and 3 parking spaces and said several close friends and family will continue to assist with the operation.

APPLICANT:

Richard and Rebecca Mason, Hillsborough, Oregon, property owners, thanked the Board for their consideration. They said they have been operating the property as a tourist home for seven years because they were unaware of the need for a permit. They noted in that time there had not been any problems.

PUBLIC COMMENTS:

Emails:

Mayor Alahouzos asked if there were any emails on this item, and there were none.

Attendees:

Alan Kocsi, 1129 Marina Drive, stated he sent an email and Ms. Manousos confirmed an email sent directly to the Board of Commissioners was received from Mr. Kocsi on September 24, 2021. He said over 80% of the residents near the home were opposed to the use as a tourist home.

Merlin Seamon, 1161 Marina Drive, said regarding for both homes in the subdivision operating as tourist homes in items 21 and 22, that he was opposed to the Resolutions to allow the properties to operate as tourist homes. He also said there were numerous times when the homes while operating without permits created problems. He cited frequent parking issues and loud parties.

Marie Dubuc, read an email sent on October 11, 2021, stating she and neighbors were opposed to allowing short term rentals of the properties referenced in item 21 and item 22 and she was unaware of the current zoning allowing this use with a permit.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued):

21. RESOLUTION 2020-55: APPLICATION 20-91; CONDITIONAL USE FOR TOURIST HOME IN WD1, 1145 MARINA DRIVE, MASON (QUASI-JUDICIAL)

Scott Underwood, 1110 Marina Drive, commented that the Waterfront development district allowed this rental use and he became aware of the zoning at the time he purchased a home.

Closing:

Mr. Mason, answered the concerns of the public speakers. He noted an adjoining property recently sold for approximately 1 million dollars.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER VATIKIOTIS

To adopt Resolution 2020-55 as presented with the conditions of staff .

Vote on Motion – Upon roll call vote the motion was denied by a vote of 3 to 1 as follows:

Commissioner Vatikiotis	No
Commissioner Donovan	No
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	No

The Board took a five-minute recess at 9:08 p.m. and reconvened at 9:13 p.m.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued):

22. RESOLUTION 2020-57: APPLICATION 20-92; CONDITIONAL USE FOR TOURIST HOME IN WD1, 1110 MARINA DRIVE, UNDERWOOD (Quasi-Judicial)

City Attorney Trask read the following Resolution by title only:

A RESOLUTION OF THE CITY OF TARPON SPRINGS, FLORIDA, APPROVING APPLICATION # 20-92 REQUESTING A CONDITIONAL USE PERMIT TO ALLOW THE OPERATION OF A TOURIST HOME AT 1110 MARINA DRIVE, LOCATED ON THE NORTH SIDE OF MARINA DRIVE, IN THE WD-1 (WATERFRONT DEVELOPMENT DISTRICT), ZONING DISTRICT; PROVIDING FOR FINDINGS; PROVIDING FOR CONDITIONS; AND PROVIDING AN EFFECTIVE DATE HEREOF.

City Attorney Trask announced this was a quasi-judicial hearing and explained the process. He then called upon those who would be testifying in this matter and swore in all witnesses. Additionally, the City Attorney asked the Board to disclose any ex parte' communication or conflicts and there were none.

Ms. Vincent reviewed the item noting the request was identical to Item 21 and the property was located in the same subdivision. She also said the Planning and Zoning Board recommended approval with one dissenting vote and staff recommended approval with the conditions read with item 21.

Commissioner Vatikiotis asked how long the applicant Mr. Underwood, owned the home. He said 16 years and he began renting it about 6 years ago when this type of rental became popular. Vice Mayor Karr asked Mr. Underwood if denying the request would create a hardship and the applicant said, yes explaining. Vice Mayor Karr also asked if any of the homes in the neighborhood were listed for sale and Mr. Underwood said the homes currently on the market were listed at the highest prices they have ever been listed.

APPLICANT:

Scott Underwood said he was a part-time resident and since purchasing the home thought they would supplement the mortgage by renting part-time. It was his understanding that the use was allowed and denying would create a hardship. He said they rent approximately 12 weeks per year with a 7-day minimum. He also felt that the zoning permits the use they were requesting and the neighborhood, in his opinion, was in an industrial area. He named noise created by the nearby industrial businesses.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued):

22. RESOLUTION 2020-57: APPLICATION 20-92; CONDITIONAL USE FOR TOURIST HOME IN WD1, 1110 MARINA DRIVE, UNDERWOOD (Quasi-Judicial)

PUBLIC COMMENTS:

Emails:

Mayor Alahouzos asked if there were any emails on this item, and there were none.

Attendees:

Marie Dubuc, no address provided, said there had been problems at Mr. Underwood's home and she and her husband were frequently being asked to assist with their operation. Ms. Dubuc said providing assistance had become a burden to them and over this past summer, there was an excessive number of occupants for several weeks and she observed 14 people occupying a 3-bedroom home.

Merlin Seamon, no address provided, said his comments were the same as those he made for item 21.

MOTION: COMMISSIONER VATIKIOTIS
SECOND: COMMISSIONER DONOVAN

To adopt Resolution 2020-57
as presented.

Vote on Motion – Upon roll call vote the motion was denied by a vote of 3 to 1 as follows:

Commissioner Vatikiotis	No
Commissioner Donovan	No
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	No

MISCELLANEOUS:

23. PETITION TO AMEND ZONING AND LAND USE OF ANCLOTE ISLES SUBDIVISION:

Ms. Vincent reviewed a petition signed by 15 of 19 residents of Anclote Isles Subdivision to amend the current zoning and land use amendment to a single-family residential district. Ms. Vincent then explained how staff would proceed if the Board supported an amendment to rezone.

All members of the Board supported proceeding with the re-zoning and land use amendments.

PUBLIC COMMENTS:

Emails:

Mayor Alahouzos asked if there were any emails on this item, and there were none.

Attendees:

Merlin Seamon, 1161 Marina Drive, asked the Board to consider approval.

Marie Dubuc, 1114 Marina Drive, thanked the Board for consideration of the issue.

Alan Kocsi, 1129 Marina Drive, thanked the Board for their consideration.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER DONOVAN

To direct staff to rezone and initiate rezoning and land use amendment of Anclote Isles Subdivision to a single family residential district.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

MISCELLANEOUS (Continued):

24. APPOINTMENT TO PUBLIC ART COMMITTEE:

Mayor Alahouzos stated the Board was notified that the term of Ms. Jennings was expiring on October 31, 2020 and she had asked to be reappointed; Theodore Iannou was resigning before his term expires.

Vice Mayor Karr suggested appointing Michaela Oberlander, alternate #2 in Ms. Jennings position. Commissioner Donovan asked about the status of term limits for Boards and Deputy City Clerk Manousos stated that would come back and that this Board currently had no term limits. Mayor Alahouzos, and Commissioners Vatikiotis and Donovan recommended the reappointment of Ms. Jennings.

Vice Mayor Karr and Commissioner Donovan recommended the appointment of David Salo for the unexpired term of Theodore Iannou. Commissioner Vatikiotis asked that Alternate #1, Mr. Stackhouse be moved to the position.

MOTION: VICE MAYOR CARR
SECOND: COMMISSIONER DONOVAN

To re-appoint Joan Jennings to an additional 3-year term to expire on October 31, 2023 and appoint David Salo to the unexpired term of Theodore Iannou to expire on October 31, 2023.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

BOARD AND STAFF COMMENTS:

STAFF COMMENTS:

Mayor Alahouzos asked for staff comments and there were none.

BOARD COMMENTS:

Police Department: Vice Mayor Karr thanked the Board for supporting the Police Department.

Excusal: Vice Mayor Karr stated he would be absent for the next Board meeting and asked for Board excusal.

MOTION: COMMISSIONER VATIKITIS
SECOND: COMMISSIONER DONOVAN

To excuse Vice Mayor Karr from the October 27, 2020 Board of Commissioners meeting.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Absent
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

Meetings: Commissioner Donovan thanked the Board and Staff for an efficient meeting. Mayor Alahouzos thanked staff for the agendas for the last two meetings.

Firefighters Negotiations: Commissioner Vatikiotis asked City Manager LeCouris if it was necessary to schedule any further meetings for the firefighter's negotiations and the City Manager explained what would happen before further meetings were necessary.

ADJOURNMENT:

The meeting adjourned at 9:52 P.M.

CHRIS ALAHOUZOS

MAYOR

ATTEST:

K. MICHELE MANOUSOS, CMC

DEPUTY CITY CLERK & COLLECTOR

CITY CLERK'S NOTE: This meeting has been recorded in its entirety and the recordings are kept on file in the City Clerk's Office for the required retention period.



MINUTES
BOARD OF COMMISSIONERS
CITY OF TARPON SPRINGS
REGULAR SESSION – OCTOBER 27, 2020
VIRTUAL MEETING

THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, MET VIRTUALLY IN REGULAR SESSION, ON TUESDAY, OCTOBER 27, 2020 AT 6:30 P.M. WITH THE FOLLOWING PRESENT:

CHRIS ALAHOUZOS	MAYOR
TOWNSEND TARAPANI	COMMISSIONER
CONNOR DONOVAN	COMMISSIONER
COSTA S. VATIKIOTIS	COMMISSIONER

ABSENTS/EXCUSED: JACOB KARR VICE MAYOR

ALSO PRESENT:	MARK G. LeCOURIS	CITY MANAGER
	THOMAS J. TRASK	CITY ATTORNEY
	IRENE S. JACOBS	CITY CLERK & COLLECTOR

CALL TO ORDER:

Mayor Alahouzos called the meeting to order at 6:30 p.m.

ROLL CALL:

City Clerk Jacobs called the roll.

INVOCATION:

City Attorney Trask gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Alahouzos led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT:

Mayor Alahouzos reminded the Board that Vice Mayor Karr was traveling back from vacation and was excused at the last meeting in case he was not back in time to join the meeting.

PUBLIC COMMENTS:

Mayor Alahouzos asked if there were any emails received or if there were any public comments, and there were none.

CONSENT AGENDA:

1. ATTORNEY'S FEES:

A. JOHNSON JACKSON PLLC INVOICES 6759, 6760, AND 6761

2. SPECIAL EVENT – MOVIES IN THE PARK

3. AWARD FILE NO. 210040-C-JL HYDRANT AND VALVE INSTALLATION, REPAIR AND MAINTENANCE

4. INCREASE FILE No. 200060-C-AM TRUCKS, BUSES, AND VEHICLE PARTS – NEW AND REBUILT

5. RATIFY INCREASE TO FILE NO. 200017-N-CM SINGLE SOURCE PURCHASE OF PIERCE FIRE APPARATUS OEM PARTS AND SERVICES

6. INCREASE FILE NO. 200062-N-JL PUMPS AND REPAIR PARTS - MYERS

7. RATIFY CHANGE ORDER NO. 1 TO BID NO. 190007-B-JJ CEDAR STREET BRICK PAVEMENT REHABILITATION – ARFARAS STREET TO PINELLAS AVENUE *

*Commissioner Tarapani asked to pull item 7. (See page 3)

Mayor Alahouzos asked if there were any emails received or if there were any Board or public comments, and there were none.

(Continued)

CONSENT AGENDA (Continued):

MOTION: COMMISSIONER VATIKIOTIS
SECOND: COMMISSIONER TARAPANI

To approve consent agenda items 1, 2, 3, 4, 5, and 6.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

**7. RATIFY CHANGE ORDER NO. 1 TO BID NO. 190007-B-JJ CEDAR STREET
BRICK PAVEMENT REHABILITATION – ARFARAS STREET TO PINELLAS
AVENUE**

Commissioner Tarapani said that this project had been completed for a long time and wondered why it was coming back for a change order now for such a little amount. Tom Funcheon, Public Works Director, replied that the issue was due to waterline installed and the contractor corrected with the City only responsible for materials. Commissioner Vatikiotis wondered if this would address all of the issues on that street, and Mr. Funcheon said only the main one which was connected to the new system.

Mayor Alahouzos asked if there were any emails received or if there were any public comments, and there were none.

MOTION: COMMISSIONER DONOVAN
SECOND: COMMISSIONER TARAPANI

To approve consent agenda item 7.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

ORDINANCES AND RESOLUTIONS:

Mayor Alahouzos announced that item 8C was quasi-judicial and that items 8A and 8B were legislative. He said these items would be discussed together but voted on separately.

8A. CITY OF TRAPON SPRINGS – SW CORNER L & R INDUSTRIAL BOULEVARD AT ANCLOTE BOULEVARD – ORDINANCE 202-32 APPLICATION 20-117 ANNEXATION (1ST READING)

City Attorney Trask read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA ANNEXING 0.58 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED ON THE SOUTHWEST CORNER OF ANCLOTE BOULEVARD AND L&R INDUSTRIAL BOULEVARD; PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

The City Attorney announced that if this Ordinance was approved on its 1st Rdg., the 2nd Rdg. would be held after state review and was published in the Tampa Bay Times by title only with a map on September 30, 2020 and October 7, 2020.

Renea Vincent, Planning and Zoning Director, presented this item noting that the applicant was the City for applications #20-117 (Annexation) and #20-118 (Future Land Use Map (FLUM) and rezoning. She explained that the Annexation of approximately 0.58 acres was in conjunction with the proposed Future Land Use Map amendment from Pinellas County RU (Residential Urban) to City of Tarpon Springs T/U (Transportation/Utility), and a rezoning of the property from Pinellas County RPD (Residential Planned Development) to City of Tarpon Springs P/SP (Public/Semi-Public). Additionally, she said that the review criteria was consistent with the applicable Comprehensive Plan policies; and consistent with the Countywide Plan. These applications went before the Planning and Zoning Board and were voted on unanimously and that staff also recommending approval of these items.

Mayor Alahouzos inquired if the original purchase was to install well sites and additional city vehicle parking and Paul Smith, Public Services Director, said yes, but the annexation was primarily to be under the city's control and to keep equipment on; such as, generators. Commissioner Vatikiotis asked where the parking idea came up from and if there were overhead lights, and Mr. Smith said that part of the trail would be going through there and when purchased, thoughts to use for overflow parking and equipment.

Mayor Alahouzos asked if there were any emails received or if there were any public comments, and there were none.

MOTION: COMMISSIONER DONOVAN
SECOND: COMMISSIONER VATIKIOTIS

That Ordinance 2020-32 be approved on its first reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

8B. ORDINANCE 2020-30 APPLICATION 20-118 FUTURE LAND USE MAP (1ST READING) (LEGISLATIVE)

City Attorney Trask read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA AMENDING THE FUTURE LAND USE MAP FOR 0.58 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED ON THE SOUTHWEST CORNER OF ANCLOTE BOULEVARD AND L&R INDUSTRIAL BOULEVARD FROM LAND USE DESIGNATION RU (RESIDENTIAL URBAN), TO LAND USE DESIGNATION T/U (TRANSPORTATION / UTILITY); PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

The City Attorney announced that if this Ordinance was approved on its 1st Rdg., the 2nd Rdg. would be held after state review and was published in the Tampa Bay Times by title only with a map on September 30, 2020.

Mayor Alahouzos asked if there were any emails received or if there were any public comments, and there were none.

MOTION: COMMISSIONER DONOVAN
SECOND: COMMISSIONER VATIKIOTIS

That Ordinance 2020-30 be approved on its first reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued):

8C. ORDINANCE 2020-31 APPLICATION 20-118 REZONING (1ST READING) (QUASI-JUDICIAL)

City Attorney Trask read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF TARPON SPRINGS, FLORIDA, FOR 0.58 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED ON THE SOUTHWEST CORNER OF ANCLOTE BOULEVARD AND L&R INDUSTRIAL BOULEVARD FROM PINELLAS COUNTY RPD (RESIDENTIAL PLANNED DEVELOPMENT) DISTRICT TO CITY OF TARPON SPRINGS P/SP (PUBLIC/SEMI-PUBLIC) DISTRICT; PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

City Attorney Trask announced this was a quasi-judicial hearing and explained the process. He then called upon those who would be testifying in this matter and swore in all witnesses individually due to the meeting being conducted virtually. Additionally, the City Attorney asked the Board to disclose any ex parte' communication or conflicts and there were none.

The City Attorney announced that if this Ordinance was approved on its 1st Rdg., the 2nd Rdg. would be held after state review and was published in the Tampa Bay Times by title only with a map on September 30, 2020.

Mayor Alahouzos asked if there were any emails received or if there were any Board or public comments, and there were none.

MOTION: COMMISSIONER
SECOND: COMMISSIONER

That Ordinance 2020-31 be approved on its first reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued):

Mayor Alahouzos announced that item 9A was legislative and 9B was quasi-judicial. He said these items would be discussed together but voted on separately.

9A. CITY OF TARPON SPRINGS 324 E. PINE STREET – ORDINANCE 2020-28 FUTURE LAND USE MAP (1ST READING) (LEGISLATIVE)

City Attorney Trask read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA AMENDING THE FUTURE LAND USE MAP FOR 2.82 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED AT 324 EAST PINE STREET, 410 NORTH RING AVENUE AND 395 NORTH GROSSE AVENUE FROM LAND USE DESIGNATION RL (RESIDENTIAL LOW) AND RU (RESIDENTIAL URBAN), TO, LAND USE DESIGNATION I (INSTITUTIONAL); PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

The City Attorney announced that if this Ordinance was approved on its 1st Rdg., the 2nd Rdg. would be held after state review and was published in the Tampa Bay Times by title only with a map on September 30, 2020.

Renea Vincent, Planning Director, reviewed the requested change to the Future Land Use Map stating it would accommodate the City's plan to build a new City Clerk's Office.

Mayor Alahouzos asked if the change would delay the plan to build a new City Clerk's Office and Ms. Vincent stated, no it would actually facilitate moving ahead with the plan.

Mayor Alahouzos asked if there were any emails received or if there were any Board or public comments, and there were none.

MOTION: COMMISSIONER TARAPANI
SECOND: COMMISSIONER DONOVAN

That Ordinance 2020-28 be approved on its first reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

9B. ORDINANCE 2020-29 REZONING (1ST READING) (QUASI-JUDICIAL)

City Attorney Trask read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF TARPON SPRINGS, FLORIDA, FOR 2.82 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED AT 324 EAST PINE STREET, 410 NORTH RING STREET AND 395 GROSSE AVENUE FROM CRM-7.5 (CONDITIONAL RESIDENTIAL MIX) AND R-70A (SINGLE FAMILY RESIDENTIAL) DISTRICT, TO, P/SP (PUBLIC/SEMI-PUBLIC) DISTRICT; PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

The City Attorney announced that if this Ordinance was approved on its 1st Rdg., the 2nd Rdg. would be held after state review and was published in the Tampa Bay Times by title only with a map on September 30, 2020.

City Attorney Trask announced this was a quasi-judicial hearing and explained the process. He then called upon those who would be testifying in this matter and swore in all witnesses individually due to the meeting being conducted virtually. Additionally, the City Attorney asked the Board to disclose any ex parte' communication or conflicts and there were none.

Mayor Alhouzos asked if there were any emails received or if there were any Board or public comments, and there were none.

MOTION: COMMISSIONER VATIKIOTIS
SECOND: COMMISSIONER DONOVAN

That Ordinance 2020-29 be approved on its first reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

10. RESOLUTION 2020-66: APPLICATION 20-104 EAGLE CREEK ESTATES FINAL PLANNED DEVELOPMENT; 685 AND 687 EAST KLOSTERMAN ROAD (QUASI-JUDICIAL)

City Attorney Trask read the following Resolution by title only:

A RESOLUTION OF THE CITY OF TARPON SPRINGS, FLORIDA, APPROVING APPLICATION 20-104 REQUESTING FINAL DEVELOPMENT PLAN APPROVAL FOR EAGLE CREEK ESTATES RESIDENTIAL PLANNED DEVELOPMENT LOCATED AT 685 AND 687 EAST KLOSTERMAN ROAD; PROVIDING FOR A CERTIFICATE OF CONCURRENCY; PROVIDING FOR CONDITIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

City Attorney Trask announced this was a quasi-judicial hearing and explained the process. He then called upon those who would be testifying in this matter and swore in all witnesses individually due to the meeting being conducted virtually. Additionally, the City Attorney asked the Board to disclose any ex parte' communication or conflicts and there were none.

Renea Vincent, Planning Director, reviewed the change for development of the Eagle Creek Estates, a 50-unit subdivision, which had previous approval for two land use Ordinances. She explained with the Final Development Plan there was one additional waiver requested, a reduction of the Open Space requirement of 25 percent to 16 percent. Ms. Vincent further explained that since the wetlands set aside could not be counted with the Open Space requirement that there was actually more than 25 percent open space if wetlands were added. Ms. Vincent said staff was supportive of the waiver request as presented and recommended approval with the waiver and conditions.

Commissioner Donovan asked for additional details regarding the request and Ms. Vincent further explained the waiver which was based on combining the planned open space acreage and wetlands preservation to meet the required 25% open space. Commissioner Vatikiotis asked if the final site plan for the condition relating to a mini park would be provided at a later date and Ms. Vincent said no, that after approval there was nothing more required but suggested a condition be added to include upon completion of the mini-park an inspection by the City's Parks and Recreation be required. Commissioner Vatikiotis said that would be acceptable. Commissioner Tarapani recused himself from discussion and voting on this item (See Exhibit 1)

Attorney Ed Armstrong, Hill, Ward, Henderson, 600 Cleveland Street, Suite 800, Clearwater, FL spoke on behalf of the applicant, Eagle Creek Estates Subdivision and reviewed the applicant's proposal and waiver request.

Cindy Tarapani, Tarapani Planning Strategies, 128 East Tarpon Avenue, Tarpon Springs, Fl, stated the final plan was similar to the preliminary plan with the one exception to adjust the open space requirement to include the 2.39 acres of wetlands space and explained several the reasons the developer felt the waiver request to reduce the open space requirement should be granted. Ms. Tarapani also requested a minor change be made by creating a "new" condition number 3 and be added into the Resolution, which allows the septic tank and well on the property to be removed after a Certificate of Occupancy was issued and Ms. Vincent stated that condition was already included in the Resolution.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

10. RESOLUTION 2020-66: APPLICATION 20-104 EAGLE CREEK ESTATES FINAL PLANNED DEVELOPMENT; 685 AND 687 EAST KLOSTERMAN ROAD

Commissioner Vatikiotis asked how much space would be added to the open space requirement if the wetlands were added to the measurements, and Ms. Tarapani said if the developer was allowed to count all of the wetlands and all of the stormwater retention pond there would be 4.85 acres where 3.8 acres was the required amount. And additionally, if added together, the current set-aside along with all of the wetlands and the storm water pond constitutes 32% of the requirement. Commissioner Vatikiotis asked the applicant to stipulate that a condition for the City to inspect the mini-park be added and Attorney Armstong agreed on behalf of the applicant.

Mayor Alahouzos asked if there were any emails received or if there were any public comments, and there were none.

MOTION: COMMISSIONER VATIKIOTIS
SECOND: COMMISSIONER DONOVAN

That Resolution 2020-66 be adopted as presented.

AMENDED MOTION: COMMISSIONER VATIKIOTIS
SECOND: COMMISSIONER DONOVAN

That Resolution 2020-66 be adopted with the additional condition to have a statement that the applicant has agreed to work with the City's Recreation Department on the final plan for the mini-park.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Abstained (Exhibit 1)
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued):

Mayor Alahouzos announced that item 11A and 11B would be discussed together but voted on separately.

11A. RIVER BEND VILLAGE – ROADWAYS AND UTILITIES – RESOLUTION 2020-67 PIONEER DEVELOPERS

City Attorney Trask read the following Resolution by title only:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, ACCEPTING ROADWAY TRACTS "G", "H", "I" AND UTILITY TRACT "J" OF THE RIVER BEND VILLAGE PLAT AS FURTHER DESCRIBED AND CONDITIONED IN ATTACHMENTS A, B, & C; DECLARING TRACTS "G", "H" AND "I" AS PUBLIC RIGHTS OF WAY; ACCEPTING AN EASEMENT FROM THE BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND OF THE STATE OF FLORIDA AS DESCRIBED IN ATTACHMENT D; AND PROVIDING FOR AN EFFECTIVE DATE.

Renea Vincent, Planning Director, reported the Resolution allows City to annex property connected to the River Bend Village project for roadways and easements and also to acquire an easement along Brady Road from the State of Florida allowing access to the annexed property. Ms. Vincent stated that the Ordinance associated with the track of land that will be deeded to the City from River Bend Village will allow that easement to be vacated.

Mayor Alahouzos asked if the roadways the City takes ownership of meet the City's road standards and Ms. Vincent stated, yes. Commissioner Vatikiotis asked if the City would be responsible for maintenance of the roadways and Ms. Vincent said, the City would be responsible for maintenance; as well as, utilities with the exception of storm water maintenance. Commissioner Tarapani asked about vacating the easement and if Brady Road would remain open. Ms. Vincent explained Brady Road would remain open and the City would acquire the easement and then it would be vacated.

Katie Cole, Attorney for the applicant and Mr. George Stamas, applicant were available for questions.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued):

11A. RIVER BEND VILLAGE – ROADWAYS AND UTILITIES – RESOLUTION 2020-67 PIONEER DEVELOPERS

Mayor Alahouzos asked if there were any emails received or if there were any public comments, and there were none.

MOTION: COMMISSIONER DONOVAN
SECOND: COMMISSIONER VATIKIOTIS

That Resolution 2020-67 be adopted as presented.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued)

11B. ORDINANCE 2020-33 APPLICATION 20-129 VACATE W. 30 FT. EASEMENT OF L & R

City Attorney Trask read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA, VACATING AND ABANDONING AN EASEMENT AS RECORDED IN OFFICIAL RECORDS OR BOOK 18022, PAGE 1403 OF THE PINELLAS COUNTY CLERK OF COURT, AND BEING LOCATED ALONG THE WEST SIDE OF L&R INDUSTRIAL BOULEVARD, AND BEING COMPRISED OF THE EAST 33 FEET OF LOTS 1 AND 4, TIETZ ALOTMENT SUBDIVISION AS RECORDED IN PLAT BOOK H6, PAGE 52 OF THE PUBLIC RECORDS OF HILLSBOROUGH COUNTY, FLORIDA, OF WHICH PINELLAS COUNTY WAS FORMALLY A PART; PROVIDING FOR CONDITIONS; PROVIDING FOR FINDINGS; PROVIDING FOR FUTURE EASEMENTS; PROVIDING FOR RECORDATION IN THE PUBLIC RECORDS OF PINELLAS COUNTY AND PROVIDING AN EFFECTIVE DATE.

The City Attorney announced that if this Ordinance was approved on its 1st Rdg., the 2nd Rdg. would be held on November 10, 2020 and was published in the Tampa Bay Times by title only with a map on September 30, 2020 and October 7, 2020.

Mayor Alahouzos asked if there were any emails received or if there were any Board or public comments, and there were none.

MOTION: COMMISSIONER DONOVAN
SECOND: COMMISSIONER VATIKIOTIS

That Ordinance 2020-33 be approved on its first reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued):

12. RESOLUTION 2020-68: RATIFICATION OF EXECUTIVE ORDERS

City Attorney Trask read the following Resolution by title only.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, RATIFYING EXECUTIVE ORDER 2020-35 EXTENDING THE DECLARATION OF LOCAL STATE OF EMERGENCY TO OCTOBER 13, 2020; AND RATIFYING EXECUTIVE ORDER 2020-36 EXTENDING THE DECLARATION OF LOCAL STATE OF EMERGENCY TO OCTOBER 20, 2020, AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.

City Manager LeCouris stated this was an extension of the original Emergency Order related to the Covid 19 pandemic.

Mayor Alahouzos asked if there were any emails received or if there were any Board or public comments, and there were none.

MOTION: COMMISSIONERS TARAPANI / VATIKIOTIS
SECOND: COMMISSIONER DONOVAN

That the Resolution 2020-68 be adopted as presented.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

MISCELLANEOUS:

13. INTERNAL AUDITOR APPLICATION EVALUATION MATRIX (COMMISSIONER VATIKIOTIS)

Mayor Alahouzos explained that Commissioner Vatikiotis requested the item be placed on the agenda. He then asked City Manager LeCouris to review. City Manager LeCouris introduced Jane Kniffen, Human Resources Director, who explained the matrix used to identify those applicants who should move forward in the application process. She stated the matrix was used to provide an objective method of screening prospective applicants and as a tool to assist the screening committee. She then reviewed a tentative schedule.

Commissioner Vatikiotis asked Ms. Kniffen if she spoke to the Board members today and Ms. Kniffen stated, yes all but Vice Mayor Karr who was out of town. He then explained that he had spoken to Chief Kochen, who was acting on behalf of City Manager LeCouris, today because he did not recall that the applications would be going to the Budget Advisory Committee for review had been agreed to by the Board. Chief Kochen recommended the Commissioner speak to the City Clerk's Office which he did and after review of the meeting tape, Deputy City Clerk Manousos reported she interpreted the process would be conducted that way. Commissioner Vatikiotis then stated he reviewed the 9 applications and felt there were 3 maybe 4 very strong applicants whose credentials were very close; therefore, he agreed the process should go through the Budget Advisory Committee and recommended the Committee rank each of the candidates. He asked for the Board to agree or not to using the matrix to create a ranking. Mayor Alahouzos said he was anxious to see the recommendations from the Budget Advisory Committee and agreed the matrix was a good tool for establishing the qualified applicants before the public hearing. Commissioner Tarapani and Commissioner Donovan also agreed with the process and for the Budget Advisory Committee to make recommendations. Mayor Alahouzos asked City Attorney Trask if there would be public comments at the meeting when the top applications would be discussed and City Attorney Trask said, yes. Commissioner Vatikiotis asked for clarification regarding when the applicants would be interviewed, and Ms. Kniffen said applicants would be interviewed after the public meeting. City Manager LeCouris stated there were 3 dates available to interview applicants, but the Board did not confirm a date at the time of this meeting.

Mayor Alahouzos asked if there were any emails received or if there were public comments, and there were none.

MOTION: COMMISSIONERS VATIKIOTIS
SECOND: COMMISSIONER DONOVAN

To authorize the Budget Advisory Committee to review the applicants for Internal Auditor and that they provide us with a ranking.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

MISCELLANEOUS:

14. APPOINTMENT TO PLANNING AND ZONING BOARD

Mayor Alahouzos announced that Kristy McUmbler, regular member had resigned. Additionally, the terms for regular members Merlin Seamon, Jim Stavropoulos, Mike Kouskoutis, Richard Morgan and alternate member, John Koulianos have expired; and expressed interest in being reappointed. City Clerk Jacobs explained that if Mr. Koulianos was moved up in 2A, an alternate from the list would need to be selected to replace him.

Mayor Alahouzos asked if there were any emails received or if there were any public comments, and there were none.

MOTION: COMMISSIONER VATIKIOTIS
SECOND: COMMISSIONER TARAPANI

To reappoint four members, Merlin Seamon, Jim Stavropoulos, Mike Kouskoutis, and Richard Morgan. These terms will expire October 1, 2023. Additionally, appoint John Koulianos as a regular member to fill the expired term of Ms. McUmbler and appoint George Andriotis as an alternate member, term to expire October 1, 2023.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

MISCELLANEOUS (Continued) :

15. APPOINTMENT TO BOARD OF ADJUSTMENTS

Mayor Alahouzos stated there was a problem with four regular members and one alternate position on the Board of Adjustments terms all expiring at the same time because it was counter to the City's Land Development Code. He then asked City Clerk Jacobs to explain the recommendation to reappoint current members of the Board of Adjustments to staggered terms. Ms. Jacobs explained that in addition to all the terms expiring at once, that currently, this Board did not have term limits, but a Work Session in January 2021 was planned to discuss term limits for all Boards; therefore, the terms recommended this evening were taking that circumstance into account.

Commissioner Donovan asked for clarification of the Work Session Agenda item and Ms. Jacobs explained what would be discussed.

Mayor Alahouzos asked if there were any emails received or if there were public comments, and there were none.

MOTION: COMMISSIONER TARAPANI
SECOND: COMMISSIONER DONOVAN

To reappoint Joanne Reich, to another three-year term, this term will expire October 31, 2023; to reappoint Chris Hrabovsky to a two-year term, this term will expire October 31, 2022; to reappoint Jacqui Turner to a one-year term, this term will expire October 31, 2021; reappoint George Bouris to a one-year term, this term will expire October 31, 2021; and reappointment Steve Davis, Alternate #1, this term will expire October 31, 2023.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

MISCELLANEOUS (Continued):

16. APPOINTMENT TO CODE ENFORCEMENT

Mayor Alahouzos stated that the terms for Julie Wade, Thomas Weekes, and Sonny Norfleet would expire November 1, 2020, and that all three members have been contacted and would like to be reappointed.

Public Comments:

Panagiotis Koulias, 595 Peninsula Avenue, felt the current Board reappointments should be reconsidered. He discussed there were better ways to deal with residents who have Code Enforcement issues than to impose fines, that in his opinion, this Board does. Mayor Alahouzos restated that there were no new applications received for this Board.

Mayor Alahouzos asked if there were any emails received or Board Comments and there were none.

MOTION: COMMISSIONER TARAPANI
SECOND: COMMISSIONER DONOVAN

To reappoint Julie Wade, Thomas Weekes, and Sonny Norfleet to another term, the terms will expire November 1, 2023.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

MISCELLANEOUS (Continued):

17. APPOINTMENT TO HOUSING AUTHORITY BOARD

Mayor Alahouzos explained two members' terms were expiring and two other positions needed appointment.

Public Comments:

Panagiotis Koulias, 595 Peninsula Avenue, was interested in discussing the previous item and Mayor Alahouzos stated he needed to discuss the item at hand.

Mayor Alahouzos asked if there were any emails received or Board comments and there were none.

MOTION: COMMISSIONER TARAPANI
SECOND: COMMISSIONER DONOVAN

To reappoint Dennis Garvey and Henry Wellman to another four-year term, term expires November 22, 2024, and to appoint Arlene Sullivan and Donna Pentrak to fill the unexpired terms of Joan Tobey and Theresa Kontodiakos in which their terms would expire November 22, 2021.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Absent
Mayor Alahouzos	Yes

(Continued)

BOARD AND STAFF COMMENTS

Tampa Bay Rays: City Attorney Trask said “Go Rays” and Commissioner Donovan concurred.

Updates: Commissioner Vatikiotis asked for updates on several issues including the Sister City Program in which Mayor responded and updated the Board, the issue of the Planning and Zoning Board contacting him because felt their recommendations to the Board of Commissioners were often not followed, status of the Historic Preservation Board guidelines, and board meeting length and suggested formerly addressing ways to curtail the “back-to-back” staff presentations. He then asked City Clerk Jacobs if the agenda order was set by City Code, Ms. Jacobs responded City Code 2-122 was being followed. Commissioner Vatikiotis then explained how he thought some time could be cut from the meetings. Mayor Alahouzos said a review of the process was planned for meeting in January 2021. City Manager LeCouris commented that he thought the Board had already discussed ways to shorten the meetings and; therefore, the current agendas had been adapted to streamline meetings where possible. Commissioner Vatikiotis continued to question the order of the meeting agendas that often, in his opinion, had applicants, their attorneys and experts waiting for their items to be presented. City Manager LeCouris said staff would further research ways to address those concerns.

Mayor Alahouzos addressed the agenda for the next meeting which only had two items and he supported Commissioner Tarapani’s request to accomplish that agenda in two hours. Mayor Alahouzos noted residents had also requested that the Board of Commissioner’s Meetings be shorter and he suggested several ways to accomplish that. Commissioner Vatikiotis said he did not want to limit the next meeting to two hours at this time and explained the items were on important matters. Commissioner Donovan said it was the responsibility of both staff and the Board to limit the meeting times and he; therefore, was happy to limit the upcoming meeting to two hours. The consensus of the Board was to limit the meeting of October 29, 2020 to two hours starting at 6:30 p.m.

Oxi Day: Mayor Alahouzos also said due to the pandemic OXI day in the Greek Community would not be celebrated. He noted every year around the world those of Greek Heritage honor those who fought for Greece’s freedom during World War II and he acknowledged those who bravely fought for freedom even if the celebration could not be held.

ADJOURNMENT:

The meeting adjourned at 8: 27 p.m.

CHRIS ALAHOUZOS
MAYOR

ATTEST:

IRENE S. JACOBS, CMC
CITY CLERK & COLLECTOR

CITY CLERK’S NOTE: This meeting has been recorded in its entirety and the recordings are kept on file in the City Clerk’s Office for the required retention period.

MINUTES
BOARD OF COMMISSIONERS
CITY OF TARPON SPRINGS
WORK SESSION – OCTOBER 29, 2020
VIRTUAL MEETING

THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, MET VIRTUALLY IN WORK SESSION, ON THURSDAY, OCTOBER 29, 2020 AT 6:30 P.M. WITH THE FOLLOWING PRESENT:

CHRIS ALAHOUZOS	MAYOR
JACOB KARR	VICE-MAYOR
TOWNSEND TARAPANI	COMMISSIONER
CONNOR DONOVAN	COMMISSIONER
COSTA S. VATIKIOTIS	COMMISSIONER

ALSO PRESENT: MARK G. LeCOURIS CITY MANAGER
IRENE S. JACOBS CITY CLERK & COLLECTOR

CALL TO ORDER:

Mayor Alahouzos called the meeting to order at 6:30 p.m.

ROLL CALL:

City Clerk Jacobs called the roll.

ANNOUNCEMENTS:

Mayor Alahouzos reminded all that due to the health crisis we are facing, and to be in compliance with Governor DeSantis' and Pinellas County Executive Orders, along with following CDC guidelines, the BOC meetings will be conducted by video conferencing and provide for public comments until such time orders are lifted.

Mayor Alahouzos also announced that Work sessions are primarily designed for information gathering and guidance, and no formal commission decision approving or disapproving an item may be made. Only staff members shall be included in the work session discussion, unless prior arrangements are made through the City Manager, City Clerk or City Attorney.

1. PRESENTATION PLANNING PROJECT/PRIORITIES (CITY STAFF):

Renea Vincent, Planning and Zoning Director, presented a power point updating the Board on planning priorities for the process updating the Comprehensive Plan. In summary, creating and utilizing common set of guiding principles to update the Comprehensive Plan and inform development of a Strategic Plan was an opportunity to bring our long-range planning horizon and a shorter mid-range planning horizon into alignment, which would include an extensive outreach and community engagement process.

Additionally, she said that staff was seeking input from the Board of Commissioners on the proposed Strategic Planning process and if the Board was favorable to this approach staff would develop a more detailed work plan to be further reviewed and coordinated with the Board.

2. PRESENTATION – STRATEGIC PLANNING AND VISIONING (COMMISSIONER VATIKIOTIS)

Commissioner Vatikiotis presented a power point that picked up where he had left off during his election campaign. He said there was four levels of planning that he would be explaining in which were vision, comprehensive plan, strategic plan, and operation plans. In the future, he would like to see a survey done like the one USF did in the past for residents to give the Board direction.

Commissioner Vatikiotis asked how this hierarchy of planning for the City would be implemented. Ms. Vincent said if there was a consensus to undertake this tonight, a more detailed work plan would be identified and brought back. Perhaps additional staff needed or some consultant help might be needed.

Mayor Alahouzos asked Ms. Vincent if there was enough manpower to complete the comprehensive plan and was there enough time to satisfy the demand of the state. Ms. Vincent said that they had a couple of years to satisfy the state.

(Continued)

2. PRESENTATION – STRATEGIC PLANNING AND VISIONING (COMMISSIONER VATIKIOTIS) (Continued)

The Board thanked Commissioner Vatikiotis and Ms. Vincent for bring these items forth. Ms. Vincent felt that the Comprehensive plan could be done in house with using some assistance from consultants for data and analysis research; however, as for the Strategic Plan, this would be a new undertaking and does not have all the answers this evening. She stated that staff was looking for a consensus tonight to go in this direction, then a more detailed approach for the Boards consideration would be brought back.

The consensus of the Board was to have the Comprehensive plan at the same time as the Strategic plan. Mayor Alahouzos said that he awaits staff's return on a detailed outline of the process.

3. BOC DISCUSSION PLANNING/PRIORITES

Mayor Alahouzos looked forward to department's prioritization of all the projects in progress and ones planned in the budget. City Manager LeCouris said that within the next week, there would be a memo outlining what was going to be brought back.

Additionally, City Manager LeCouris updated the Board that after a meeting with FDP it looked favorable and looked like everything was met that the City was requesting; however, FDP confirmed in writing that they wanted to exercise their entire thirty days before they would give the City a document which was a substantial completion of the road. The City was hoping to allow Icaria to start moving people in on November 1st; however, due to FDP wanting their entire thirty days, this would not happen. City Manager LeCouris explained three options for consideration in which were to 1. Road would have to open before certificate of temporary occupancy was given, 2. If requirements were met completed but not open yet but could get a waiver reinstated the City would not be sued by company in the future if temporary certificate of occupancy was given, or 3. If agreement from their Attorney not to sue, a special meeting would be held on Monday night for the Board to review and not be allowed to get their temporary CO until November 3, 2020.

The Board was not prepared to make a decision this evening but City Manager LeCouris would advise them of the meeting.

BOARD AND STAFF COMMENTS:

Christmas Events:

City Manager LeCouris advised that at this time there would not be a Christmas Parade due to the pandemic; however, the Boat parade was being finalized for December 4th and the Fire Truck would still go around to the neighborhoods.

Sister Cities:

Commissioner Vatikiotis asked if a letter giving a status update could be sent to Aegina who would like to be a sister city, and Mayor Alahouzos said he would not be opposed to sending a letter but did not want the people to think this was a rapid process.

Sustainability Committee:

Commissioner Vatikiotis wanted to be sure that the City Manager was on Board providing them with certain informational data that they might need. City Manager LeCouris had no problem doing this.

Manatee Protection:

Commissioner Vatikiotis spoke on the Manatee Protection program he was working on and thanked the Police Department and their dive team. This would let the people know what an asset we have for a great part of the year.

Internal Auditor:

Commissioner Vatikiotis thanked the Budget Advisory Committee for their memo ranking the Internal Auditor applicants.

ADJOURNMENT:

The meeting adjourned at 7:59 P.M.

CHRIS ALAHOUZOS
MAYOR

ATTEST:

IRENE S. JACOBS, CMC
CITY CLERK & COLLECTOR

CITY CLERK'S NOTE: This meeting has been recorded in its entirety and the recordings are kept on file in the City Clerk's Office for the required retention period.

Unofficial Copy

MINUTES
BOARD OF COMMISSIONERS
CITY OF TARPON SPRINGS
SPECIAL SESSION – NOVEMBER 9, 2020

THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, MET IN SPECIAL SESSION, ON MONDAY, NOVEMBER 9, 2020 AT 6:30 P.M. WITH THE FOLLOWING PRESENT:

CHRIS ALAHOUZOS	MAYOR
JACOB KARR	VICE MAYOR
TOWNSEND TARAPANI	COMMISSIONER
CONNOR DONOVAN	COMMISSIONER
COSTA S. VATIKIOTIS	COMMISSIONER

ALSO PRESENT:	MARK G. LeCOURIS	CITY MANAGER
	K. MICHELE MANOUSOS	DEPUTY CITY CLERK & COLLECTOR

CALL TO ORDER:

Mayor Alahouzos called the meeting to order at 6:30 p.m.

ROLL CALL:

Deputy City Clerk Manousos called the roll.

ANNOUNCEMENTS:

Mayor Alahouzos said it was great to have physical meetings again at City Hall. He welcomed all but reminded all that CDC guidelines still needed to be followed.

1. TOWN HALL – SPONGE DOCKS

City Manager explained where the Board left off noting that he was instructed to have a town hall meeting regarding the Sponge Docks that was held on February 28, 2020. City Manager LeCouris said this was a successful meeting. He said Covid 19 hit and it was not until now that a meeting with the Board could be held.

He explained the backup listing preliminary information on what would be coming back and said that there was a memo from the Mayor on topics he felt should be covered. Also, covered in the backup was a list of Sponge Docks Improvements and Activities from 2015 to present, a super link/dashboard, results of the Sponge Docks Gateway Sign Survey with renditions, and the flyer and comments and ideas received from the town hall meeting held at Dimitri's Restaurant.

Public Comments:

The following spoke and would like to see the following:

Louis Pappas, 802 Landsden Court

- Beautification
- Entrance Way
- Remove Oak Trees and add palms or canaries with up lights
- Repair Sidewalks
- Improved lighting
- Remove some parking on dock and add benches
- Web cam and Music

Rea Sieber, Former Commissioner, Chair of the Subcommittee of the Merchants Association presented (Exhibit 1) Additional time was donated by Eleni, Jennifer, and Andy Salavaris

- Flooding problems
- Art Boxes
- Sound system
- Christmas Tree Lighting
- Additional lighting
- Live Music
- Façade Grant
- Parking
- Night on the Isles to resume
- Sandwich Board Ordinance clarified
- Entrance Way
- Safe crossing structure
- City Liaison to work with the Sponge Docks sub committee
- Pavilion or shade structure (Exhibit 2)

(Continued)

Public Comments (Continued):

Julie Wade, 1095 Mainsail

- Connectivity of the whole town and expand Heritage Museum and Historical Society hours of operation through volunteers.
- Hop on Hop off vehicle or some other type of Self driving vehicle be provided
- Cleanup of Sponge Docks, surroundings are an eyesore
- Close Dodecanese Boulevard
- Additional Lighting

Andreas Salivaris, owner of Mykonos Restaurant

- Wants Mayor and Commissioner to visit Sponge Docks to see what needs to be done and take action.

Debbie Thomson, Manager of Catherine's Gift Shop

- Flooding resolved
- Clean up the homeless
- Walking tours

Mike Eisner, 1515 Riverside Drive

- Additional Boat dockage

Chrissy Cladakis, 301 Banana Street

- Create something like pikes place market (Seattle, Washington)
- Lodging (old Pappas Restaurant)
- Farmers markets
- Flea markets
- Make Intersection of Pinellas and Dodecanese more safe
- Add google cam
- Bike rentals

Jennifer Panagiotis, 600 Athens Street (Tarpon Strings Music)

- Wants sound ordinance at Sponge Docks clarified

Eleni Christopoulos, 1402 Forde Avenue

- Better Communication to property owners
- Flooding resolved
- Gateway Sign decision
- Improved Parking
- Skooter rentals

Panagiotis Koulias, 595 Peninsula Avenue

- Gateway Sign (should be classy)
- Additional Parking at Cocoris Park
- Flooding resolved (seems to be the biggest issue)
- Ordinance transparency

(Continued)

Public Comments (Continued):

David Gauchman Sponge Exchange

- Additional Lighting
- Oak Trees need to be eliminated
- Palm Trees with up lighting
- Permanent lighting on dock side

Sophia Zaronias, 848 Riverside Drive

- Street closer on Saturday for outside dining
- Sponge Docks needs something to attract traffic at night

Anthony Saroukos, 1055 N. Pinellas Avenue

- SMS text messaging/emails (Better communications)
- City liaison to meet with Sponge Docks Business/Property Owners
- Project management software on-line detailing status of projects or happenings
- Palm trees added and up lighted
- Parking lot annual pass for locals
- More Activities, Art Galleries, or attractions
- More shaded areas
- Connecting Alternate 19 to St. Pete by way of public art
- Gateway Sign (in sister cities as well)

Joan Jennings, 2204 Pine Drive, Chairman Public Art Committee

- Illuminated Art Boxes (spoke on project and status)

Emails:

Mayor Alahouzos asked if any emails were received and there were none.

Attendees:

Jacque Alibinus, 778 Merlins Court

- Additional free Dockage needed for day parking like other municipalities

Board Comments:

Mayor Alahouzos:

- City Parking (City Manager currently looking for property to buy or lease)
- Gateway Signs (on agenda November 17, 2020)
- Directional Signs on US 19
- Flooding (advised that check valves and vault systems to be installed)
- Landscaping and Beautification
- Grants (Façade grants are available)
- Sound System
- Illuminated Art Boxes

Vice Mayor Karr:

- Pedestrian Safety (Crosswalks at West of Round-about, East by Hellas, By Sponge Exchange, and by Sponge Diver Supply)
- Remove Oak Trees in front of Sponge Exchange
- Additional Lighting
- Closure of Streets for restaurants
- SMS Texting and connecting to other cities
- Art Box installation
- More enforcement of Hawkers harassing tourist
- Clarification of Sound/Noise Ordinance

Commissioner Tarapani

- Parking only when private parking currently developed
- Difference between Public and Private parking
- Webcam
- Entry Sign
- Landscaping in front of parking lots by way of landscape easement
- Change out Oak Trees to Palm Trees
- Benches at City Marina
- Zero curb across Sponge Exchange
- Coastal warning tower
- Additional Lightening
- Benches at Mama Maria's
- Crosswalks
- Façade Grants and possibly be business grants
- Speaker System
- Flooding

Commissioner Donovan

- Communication
- Beautification
- Clarification on Sign & Noise Ordinances
- Speakers (Does not want this to hinder live music)
- Grants
- Illuminated Art box installation
- Flooding

Commissioner Vatikiotis

- Façade Grants
- Illuminated Art Box installation
- Parking
- Web Cam
- Noise Ordinance
- Speaker System
- Gateway Sign
- Lighting
- Day Floating Docks
- Crosswalks
- Vision of Sponge Docks
- City Liaison
- Flooding
- Sea Wall

Mayor Alahouzos asked City Manager to create an action plan and inform the Board which items already are funded and already in the process. He also would like to have a follow up with all of this information to be on the website.

Staff/Board Comments:

Hoffman Property: Mayor Alahouzos requested a town hall meeting once purchase was finalized in order to get input from the residents on what they would like to see happen with this property.

Condolences: Mayor Alahouzos extended his condolences to the family on the passing of Sotirios Angelatos who was the owner of TV channel 48 and the Greek Voice.

Thank You: The Board thanked all the residents you have attended or sent in comments.

ADJOURNMENT:

The meeting adjourned at 8:25 p.m.

CHRIS ALAHOZOS
MAYOR

ATTEST:

K. MICHELE MANOUSOS, CMC
DEPUTY CITY CLERK & COLLECTOR

CITY CLERK'S NOTE: This meeting has been recorded in its entirety and the recordings are kept on file in the City Clerk's Office for the required retention period.

Unofficial Copy

**MINUTES
BOARD OF COMMISSIONERS
CITY OF TARPON SPRINGS
REGULAR SESSION – NOVEMBER 10, 2020**

THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGSS, FLORIDA, MET IN REGULAR SESSION, ON TUESDAY, NOVEMBER 10, 2020 AT 6:30 P.M. WITH THE FOLLOWING PRESENT:

CHRIS ALAHOUZOS	MAYOR
JACOB KARR	VICE MAYOR
TOWNSEND TARAPANI	COMMISSIONER
CONNOR DONOVAN	COMMISSIONER
COSTA S. VATIKIOTIS	COMMISSIONER

ALSO PRESENT:	MARK G. LeCOURIS	CITY MANAGER
	THOMAS TRASK	CITY ATTORNEY
	K. MICHELE MANOUSOS	DEPUTY CITY CLERK & COLLECTOR

CALL TO ORDER:

Mayor Alahouzos called the meeting to order at 6:30 p.m.

ROLL CALL:

Deputy City Clerk Manousos called the roll.

INVOCATION:

City Attorney Trask gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Alahouzos led the Pledge of Allegiance to the Flag.

ANNOUNCEMENTS:

Mayor Alahouzos noted today, November 10th, was the Marine Corps Birthday and thanked all members of the Corps for their service. Mayor Alahouzos also announced that the addendum to ratify the City's State of Emergency would be withdrawn after receiving information from Pinellas County on returning to normal operations.

PUBLIC COMMENTS:

Emails:

Mayor Alahouzos asked if any emails were received on items not on the agenda and there were none.

Attendees:

Heather Esly, 908 Oak Circle, began to discuss agenda item # 19 regarding City Manager LeCouris. Mayor Alahouzos asked that she hold her comments when item 19 was discussed.

Panagiotis Koulias, 595 Peninsula Ave, was happy that City Hall reopened. He said many things needed to be addressed including selecting a City Manager. Mayor Alahouzos asked that she hold her comments when item 19 was discussed.

PRESENTATION:

1. EMPLOYEE RECOGNITION – FIRE DEPARTMENT

Fire Chief Young recognized three firefighters: Lt. Kyle Miller; Driver/Engineer, Jared Crist; and Paramedic, John Borranco for their response to an incident involving the sudden death of a resident on September 19, 2020. The team attended to the distraught family members; as well as, mowing the family's lawn. Chief Young was proud to recognize the firefighters for their actions, professionalism and compassion.

The Board was also very proud of the Firefighters and thanked them for their outstanding service to the community and particularly this family in need.

PUBLIC COMMENTS:

There were no emails or public comments on this item.

CONSENT AGENDA:

2. ATTORNEY'S FEES - TRASK & DIAGNEAULT LLP INVOICE NOVEMBER 3, 2020.

3. AWARD FILE NO. 210047-N-JL SINGLE SOURCE PURCHASE OF CHLORINATOR EQUIPMENT SERVICE

4. AWARD FILE NO. 210044-N-AM SINGLE SOURCE PURCHASE OF CHEVROLET-GM ORIGINAL EQUIPMENT MANUFACTURER PARTS AND SERVICES

5. AWARD BID NO. 210038-B-JL FURNISH AND INSTALL COMMERCIAL STEEL BUILDING – REBID

There were no Board comments, no emails received nor public comments on these items.

MOTION: COMMISSIONER TARAPANI
SECOND: COMMISSIONER DONOVAN

To approve Consent Agenda items 2, 3, 4, and 5 as presented.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

SPECIAL CONSENT AGENDA:

6. SPECIAL EVENT - HOLIDAY BOAT PARADE:

Tom Funcheon, Public Works Director, and Craig Dolan, Recreation Superintendent, announced the 31st annual Boat Parade would be on Friday, December 4, 2020 from 6:30 to 8:00 pm. Mr. Dolan explained the route would be beginning at Capt. Jack's on the Anclote River and proceeding through the Bayous. City Manager LeCouris said area merchants were welcome to participate and although the annual Snow Place event was cancelled because of the pandemic, there would be a Holiday Event including a large Christmas tree displayed on the newly purchased City property across from Craig Park. City Manager LeCouris also said that the Christmas tree was being donated by former Fire Chief Leonard and his wife.

BOARD COMMENTS:

The Board thanked staff for the planned Holiday activities especially with the challenges presented during the pandemic.

PUBLIC COMMENTS:

Emails:

Mayor Alahouzos asked if any emails were received on this item and there were none.

Attendees:

David Bolton, 508 North Grosse Avenue, asked about the Luminaries displayed each year around Spring Bayou. City Manager LeCouris stated he had not had contact from the school that handles this but would contact them and provide an update to the Board.

MOTION: COMMISSIONER TARAPANI
SECOND: COMMISSIONER DONOVAN

To approve the application for the 31st annual Holiday Boat Parade on December 4, 2020, and If a change in the event date was necessary due to inclement weather, the City Manager would authorize/ designate a rain date.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

SPECIAL CONSENT AGENDA (Continued):

7. RATIFICATION OF PBA CONTRACT:

Police Chief Robert Kochen discussed the 3-year contract presented for ratification and developed between the Board of Commissioners and the PBA at a recent impasse hearing. He specified that for years 2 and 3 the salary portion of the contract would be re-negotiated. Sasha Lohn, General Counsel and Executive Director for the PBA, was pleased with the contract and thanked the Board and Law Enforcement members who worked together to develop the contract.

The Board thanked the Police Department for their exceptional service to the community and were happy an agreement was reached. Commissioner Vatikiotis asked for dates to be assigned for future salary discussions to avoid a future impasse. PBA Attorney Lohn suggested February 1 as a possible start date for salary discussions and Commissioner Vatikiotis suggested a memorandum with dates agreed to by all parties be submitted with the signed contract and asked Vice Mayor Karr if the motion he made needed to include the suggestion for a memorandum. Vice Mayor Karr responded no.

PUBLIC COMMENTS:

Emails:

Mayor Alahouzos asked if any emails were received on this item and there were none.

Attendees:

Panagiotis Koulias, 595 Peninsula Ave, was happy a contract was negotiated and discussed the Police Department seek Kalia accreditation because, in his opinion, it was the most prestigious accreditation available. He also thought that the department should have joined the North Pinellas Task Force over the summer months; and asked that funds be allocated to allow the police to have self-defense training.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER TARAPANI

To ratify the tentative agreement reached with the Sun Coast Police Benevolent Association.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

SPECIAL CONSENT AGENDA (Continued):

8. RATIFICATION OF IAFF CONTRACT

Fire Chief Young presented the three-year contract that he, City Manager LeCouris and the Fire Fighters Union agreed upon and said the only notable changes were the pay plan and several dates.

The Board thanked Chief Young for working with City Manager LeCouris and Union Representatives to reach a new contract. Commissioner Vatikiotis asked City Manager LeCouris, for the record, when the 457 amendments would be coming back to the commission for approval, and City Manager LeCouris said, on November 17, 2020.

PUBLIC COMMENTS:

There were no emails received nor public comments made on this item.

MOTION: COMMISSIONER VATIKIOTIS/COMMISSIONER TARAPANI
SECOND: VICE MAYOR KARR

To ratify the tentative agreement reached with the International Association of Firefighters (IAFF) Local 4966

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

SPECIAL CONSENT AGENDA (Continued):

9. EXTENSION OF BUSINESS RECOVERY PROGRAM:

City Manager LeCouris stated the Business Community was very positive about the program and asked that it be extended until January 31, 2021; and be reviewed at the Regular Session Meeting of January 26, 2021 or lifted sooner since continuation was contingent on the Emergency Orders of Pinellas County and the State of Florida. So, if emergencies were lifted before that date the City's order would be also be lifted.

The Board supported extending the program.

PUBLIC COMMENTS:

There were no emails received nor public comments made on this item.

MOTION: COMMISSIONER TARAPANI
SECOND: COMMISSIONER DONOVAN

To extend the business recovery program to January 31, 2021, unless emergency orders of Pinellas County or the State of Florida are lifted sooner.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

SPECIAL CONSENT AGENDA(Continued):

10. 120 DAY MORATORIUM ON ENFORCEMENT OF A-FRAME SIGN RULES

City Manager LeCouris said staff recommended a moratorium on A-Frame Sign rules be delayed by having new rules go into effect until May 1, 2021, due to continued pandemic and related economic impact.

The Board supported the extension. Commissioner Vatikiotis asked if the A-Frame rule or the City's new Sign Ordinance would be impacted if the Emergency Order was lifted before the end of the moratorium and City Attorney Trask said, no, the City was free to continue the moratorium independent of State or County emergency orders. Commissioner Vatikiotis said he thought the Board should vote on the moratorium tonight, and also suggested an alternative way of dealing with the moratorium within the new Sign Ordinance. City Manager LeCouris said the idea Commissioner Vatikiotis presented was discussed with the City Attorney as a possible option; however, the option presented was the one decided on.

PUBLIC COMMENTS:

There were no emails received nor public comments made on this item.

MOTION: COMMISSIONER TARAPANI
SECOND: COMMISSIONER DONOVAN

To approve a 120 day moratorium on enforcement of a-frame sign rules.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

SPECIAL CONSENT AGENDA (Continued):

11. SETTLEMENT OF CODE ENFORCEMENT LIENS – 611 E. MLK JR. BLVD

City Attorney Trask advised there was a settlement offer for three of the Code Enforcement liens imposed on the properties at 611 East Martin Luther King Boulevard, which had been active for approximately 15 years. He explained the liens were imposed for violations of inoperable vehicle and nuisance and duty of maintenance. Additionally he said, last year the Board considered a settlement with one of the co-owners for \$3,000 dollars and at this time the other co-owner has asked for the same settlement. Attorney Trask noted that the liens totaled approximately \$8,900 dollars but the accrued interest on the outstanding balance was approximately \$18,000 dollars. Attorney Trask recommended the Board accept the \$3,000 dollar offer for the three outstanding liens.

Mayor Alahouzos supported City Attorney Trask's recommendation.

PUBLIC COMMENTS:

There were no emails received nor public comments made on this item.

MOTION: COMMISSIONER TARAPANI
SECOND: VICE MAYOR KARR

To accept the settlement offer of
\$ 3,000 in exchange for a release of the
liens on the property at 611 E. Martin Luther
King Jr. Blvd.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

SPECIAL CONSENT AGENDA (Continued):

12. SETTLEMENT OF CODE ENFORCEMENT LIENS – 1150 S. PINELLAS AVENUE:

City Attorney Trask advised there was a settlement offer for property located at the corner of South Pinellas Avenue and Meres Boulevard. The property was a vacant parcel with five Code Enforcement liens-imposed dating from 1997 to 2020 with fines of approximately \$32,600 dollars, as well as, additional interest and prosecution costs of \$53,000 dollars. The client's lawyer has offered \$10,000 dollars on behalf of his client. City Attorney Trask said he spoke to staff regarding the offer, and he and they recommend accepting the offer allowin the property to be sold and the new owner can develop the property.

Mayor Alahouzos felt some of the problems were created by the homeless population and supported accepting a settlement of \$5,000 dollars. Commissioner Tarapani suggested settling the case for \$8,500 dollars and explained. Commissioner Donovan said he could support a motion to accept \$8,500 dollars but asked the Board to consider a future workshop to discuss ways to address homeless encampments that were presented with this case to avoid similar difficulties in the future.

PUBLIC COMMENTS:

Emails:

Mayor Alahouzos asked if any emails were received on this item and there were none.

Attendees:

Panagiotis Koulias, 595 Peninsula Ave, stated, in his opinion, only certain property owners were targeted by City staff for code enforcement violations. He asked for all of the City's Code Enforcement liens to be waived and for staff to help residents comply with the City's Ordinances.

William Sanders, 1332 Hillside Drive, felt the evidence demonstrated that the property at 1150 South Pinellas Avenue was in violation but he did not feel the property owner was offered a way to bring the property into compliance since the litter on the property was created by homeless people and beyond the owner's control.

MOTION: COMMISSIONER TARAPANI
SECOND: COMMISSIONER DONOVAN

To accept the settlement offer in the amount of \$8,500 dollars in exchange for a release of the liens on the vacant commercial property at 1150 S. Pinellas Avenue.

Vote on Motion – Upon roll call vote the motion carried 4 to 1 as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	No
Mayor Alahouzos	Yes

(Continued)

SPECIAL CONSENT AGENDA (Continued):

13. APPROVAL OF INTERVIEW RECOMMENDATIONS FOR INTERNAL AUDITOR AND INTERVIEW DATE

Jane Kniffen, Human Resources Director, announced there were two candidates who were still interested in recruitment for the internal auditor position and two candidates had withdrawn. Ms. Kniffen said the two candidates were recommended by the Budget Advisory Committee. City Manager LeCouris asked the Board to decide who would be interviewed and the dates for the interviews.

Mayor Alahouzos agreed with the two candidates recommended by the Budget Advisory Committee and asked Ms. Kniffen when the background and reference checks could begin. Ms. Kniffen said as soon as the Board approved the candidate recommendations. Vice Mayor Karr asked how and where the job was advertised and Ms. Kniffen explained the advertising avenues used. Vice Mayor Karr suggested moving forward interviewing the two candidates but recommended sooner than December 3, 2021 and readvertising the position immediately and Commissioner Tarapani agreed. Commissioners Donovan and Vatikiotis were in favor of completing the interviews before readvertising. Ms. Kniffen said that December 1 would be the earliest date to complete the background checks and explained; therefore, December 3, 2020 was agreed upon.

PUBLIC COMMENTS:

Emails:

Mayor Alahouzos asked if any emails were received on this item and there were none.

Attendees:

David Banther, Chairman Budget Advisory Committee, agreed that continuing the advertising process would be advisable and explained.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER DONOVAN

To Interview two candidates for the internal auditor position
on December 3, 2020.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

ORDINANCES AND RESOLUTIONS:

14. ORDINANCE 2020-33 APPLICATION 20-129 VACATE W 30 FT EASEMENT OF L&R INDUSTRIAL BOULEVARD (2ND READING)

The City Attorney read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA, VACATING AND ABANDONING AN EASEMENT AS RECORDED IN OFFICIAL RECORDS (OR) BOOK 18022, PAGE 1403 OF THE PINELLAS COUNTY CLERK OF COURT, AND BEING LOCATED ALONG THE WEST SIDE OF L&R INDUSTRIAL BOULEVARD, AND BEING COMPRISED OF THE EAST 33 FEET OF LOTS 1 AND 4, TIETZ ALOTMENT SUBDIVISION AS RECORDED IN PLAT BOOK H6, PAGE 52 OF THE PUBLIC RECORDS OF HILLSBOROUGH COUNTY, FLORIDA, OF WHICH PINELLAS COUNTY WAS FORMALLY A PART; PROVIDING FOR CONDITIONS; PROVIDING FOR FINDINGS; PROVIDING FOR FUTURE EASEMENTS; PROVIDING FOR RECORDATION IN THE PUBLIC RECORDS OF PINELLAS COUNTY AND PROVIDING AN EFFECTIVE DATE.

City Attorney Trask announced that legal advertisement requirements were met and this public hearing was called by virtue of this Ordinance being published by title only in the Tampa Bay Times on October 28, 2020.

Renea Vincent, Planning and Zoning Director, stated the City was the applicant and staff recommended approval.

There were no Board comments on the item.

PUBLIC COMMENTS:

There were no emails received nor public comments made on item.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER TARAPANI

To approve Ordinance 2020-33 on its second and final reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued):

ORDINANCES AND RESOLUTIONS (Continued):

15. ORDINANCE 2020-38 DUKE ENERGY FRANCHISE AGREEMENT RENEWAL (1ST READING):

The City Attorney read the following Ordinance by title only:

AN ORDINANCE OF THE CITY TARPON SPRINGS, FLORIDA GRANTING TO DUKE ENERGY FLORIDA, LLC d/b/a DUKE ENERGY, A NON-EXCLUSIVE UTILITY RIGHTS OF WAY UTILIZATION FRANCHISE; PRESCRIBING THE TERMS AND CONDITIONS RELATED TO THE OCCUPANCY OF MUNICIPAL STREETS AND RIGHTS OF WAY IN THE CITY OF TARPON SPRINGS, FLORIDA, FOR THE PURPOSE OF PROVIDING ELECTRIC SERVICE; PROVIDING FOR SEVERABILITY OF PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

City Attorney Trask announced that if this Ordinance was approved on its first reading, the second reading would be held on November 17, 2020 and was published in the Tampa Bay Times by title only on November 4, 2020.

City Manager LeCouris thanked Paul Smith, Public Services Director and Attorney Trask for their work on the detailed process to develop this Ordinance. Mr. Smith explained the major points of the newly negotiated agreement with Duke Energy, Florida, LLC. and introduced Duke Energy the State and Local representatives both of whom were key to the completing negotiations between the City and Duke's main headquarters in North Carolina. Mr. Smith also stated that the prior contract was expiring after 30 years and compared the prior agreement to the newly developed agreement and said the new agreement has much greater benefits to the City. He also stated the new agreement if approved would be for a 10-year period.

Mayor Alahouzos asked the City Attorney about the exclusive rights clause. City Attorney Trask said he had asked for the agreement to be non-exclusive and Duke Energy would not concede. He then explained that based on the many areas that the agreement would benefit the City, he and staff weighed the reasons to accept the exclusivity clause. Vice Mayor Karr asked if residents who install Solar Energy would be affected by the exclusive rights clause, and Mr. Smith said, no the clause only applied to other businesses operating as electrical providers. The Vice Mayor also asked for the record, what was defined as a "significant" major project and Mr. Smith said it was "one that was more than one residential block or something that involves a road widening project that was defined as significant". Vice Mayor Karr asked Duke Energy representative, Mr. Baker, if the Company would be willing to include increasing underground electrical lines in the agreement especially along Pinellas Avenue and Athens Street; if Duke Energy was interested in developing solar fields in Tarpon Springs; and stated that he did not support the Franchise fee collection. Mr. Baker explained the strictly regulated reliability criteria Duke Energy used to determine where the company installs underground electric lines; then explained the amount of land necessary for the company to invest in solar energy and said most often they only develop solar fields in rural areas; and explained that the Franchise Fee benefited the City. Commissioner Tarapani asked how the change in the franchise fee collection benefited the City and Mr. Smith explained. Commissioner Vatikiotis asked if any solar energy projects were included in the agreement and Mr. Smith said, no.

(Continued)

ORDINANCES AND RESOLUTIONS (Continued):

15. ORDINANCE 2020-38 DUKE ENERGY FRANCHISE AGREEMENT RENEWAL (1ST READING):

PUBLIC COMMENTS:

Emails:

Mayor Alahouzos asked if any emails were received on this item and there were none.

Attendees:

Peter Dalacos, 514 Ashland Avenue, said the landfill, which was mentioned as a large parcel for a solar field, was to be for a sports complex. He also said that if Duke Energy was to use City property as a solar field, then the City, in his opinion, should negotiate a deal to have power provided to all City buildings. He favored the 10-year agreement but he thought the Franchise Fee could be reduced to 5 percent without greatly affecting City revenue. He was most concerned about how the tree protection clause would be monitored and detailed a recent encounter and then meeting he had with Duke Energy about trimming trees on his property.

MOTION: COMMISSIONER VATIKIOTIS
SECOND: COMMISSIONER TARAPANI

That Ordinance 2020-38 be approved
on its first reading.

Vote on Motion – Upon roll call vote the motion carried 4 to 1 as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	No
Mayor Alahouzos	Yes

(Continued)

ORDINANCES AND RESOLUTIONS (Continued):

16. ORDINANCE 2020-37 PROHIBITION OF TRUCK TRAFFIC (1ST READING):

The City Attorney read the following Ordinance by title only:

AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA, CREATING SECTION 18-5 OF THE CODE OF ORDINANCES TO BE TITLED PROHIBITION OF TRUCK TRAFFIC; TO AUTHORIZE THE CITY MANAGER TO PROHIBIT TRUCK TRAFFIC ON CERTAIN CITY STREETS; AND PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE.

City Attorney Trask announced that if this Ordinance was approved on its first reading, the second reading would be held on November 17, 2020 and was published in the Tampa Bay Times by title only on November 4, 2020.

Police Chief Kochen explained a recent traffic study concluded many trucks were traveling east along Spruce Street to Jasmine Avenue as an alternate route to Tarpon Avenue. However, the intersection at Spruce Street and Jasmine Avenue did not have the turning radius needed for large trucks and additionally the route passes through a residential area. He said the police department deemed the route unsafe for truck traffic and recommended to the City Manager that it be posted with signs: "no thru trucks". The Ordinance was necessary because to post those signs approval from the Florida Department of Transportation was needed since US Highway 19 was involved.

Mayor Alahouzos thanked Chief Kochen for conducting the study and agreed with the plan presented. Commissioner Donovan asked how the Ordinance would be enforced and Chief Kochen explained that each case would be considered individually and would be fair and proper.

PUBLIC COMMENTS:

There were no emails nor any public comments on this item.

MOTION: COMMISSIONER TARAPANI
SECOND: COMMISSIONER DONOVAN

That Ordinance 2020-37 be approved
on its first reading.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

(Continued)

ORDIANANCES AND RESOLUTIONS (Continued):

17. RESOLUTION 2020-70 RATIFICATION OF EXECUTIVE ORDERS:

The City Attorney read the following Resolution by title only:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CITY OF TARPON SPRINGS, FLORIDA, RATIFYING EXECUTIVE ORDER 2020-37 AND EXTENDING THE DECLARATION OF THE LOCAL STATE OF EMERGENCY TO OCTOBER 27, 2020. RATIFYING EXECUTIVE ORDER 2020-38 AND EXTENDING THE DECLARATION OF THE LOCAL STATE OF EMERGENCY UNTIL NOVEMBER 3, 2020 AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.

There were no Board comments.

PUBLIC COMMENTS:

There were no emails nor any public comments on this item.

MOTION: VICE MAYOR KARR
SECOND: COMMISSIONER TARAPANI

To adopt Resolution 2020-70 as presented.

Vote on Motion – Upon roll call vote the motion carried unanimously as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	Yes
Commissioner Tarapani	Yes
Vice Mayor Karr	Yes
Mayor Alahouzos	Yes

MISCELLANEOUS:

18. SIGNS, POLES AND LIGHTING DESIGN REQUIREMENTS:

Renea Vincent, Planning Director, presented two draft Ordinances: 2020-40 and 2020-39, which if adopted, would become part of the Land Development Code. Ms. Vincent said that the proposals were currently being used as criteria for new projects and then reviewed the main requirements for subdivisions and parking lots. Ms. Vincent said while most sign criteria in the proposals were already allowed; in addition, there was a proposed change to the current code allowing a roof top type sign.

Mayor Alahouzos asked that Ordinance 2020-40 have uniformity of shape and color by street, and Ms. Vincent said that could be added. The Mayor also asked why reviews and approval of exceptions to the Ordinance would be decided by the Board of Commissioners rather than the Board of Adjustment, and Ms. Vincent explained staff's rationale but said that if the Board preferred that requirement could be changed. Vice Mayor Karr noted as written industrial areas were not included and stated that industrial areas, in his opinion, should be included to conform to the same standards. Commissioner Tarapani suggested more specific language be used for: a designation as a 'Landmark Mark' and also allow the designation by changing the 50-year to a 30-year requirement; and said the proposed change suggested by Vice Mayor Karr to include industrial areas be applied only within the Special Area Plan. Commissioner Donovan supported Commissioner Tarapani's suggestion for the industrial areas; asked about the appeal process and about the undesirable sign provision. Ms. Vincent explained how an appeal for a non-conforming sign would work and said that undesirable signs were discouraged but not banned. Commissioner Vatikiotis suggested having individual design requirements for each district and Ms. Vincent agreed but said the proposed Ordinances were interim updates to the existing Ordinances and she intended for future Ordinances to include those types of ideas.

Ms. Vincent thanked the Board for their input and clarified the suggestions to be included in the ordinances.

Public comments:

Emails:

Mayor Alahouzos asked if any emails were received on this item and there were none.

Attendees:

Mr. Zembellis, 485 Riverside Drive, asked if the Street Lighting Ordinance would apply to Duke Energy, as well as, City owned properties. Ms. Vincent explained how lighting requirements would be applied to City property and Duke Energy.

(Continued):

MISCELLANEOUS(Continued):

**19. DISCUSSION OF CITY MANAGER AND MOTION REQUESTING THE CITY MANAGER TO RETIRE
OCTOBER 1, 2021 (COMMISSIONER VATIKIOTIS)**

Mayor Alahouzos asked City Manager LeCouris to read an e-mail dated October 9, 2020 that he sent to the Board of Commissioners explaining the reasons and a plan to have Police Chief Robert Kochen to assist with the day-to-day operations in the City Manager's office as an acting Assistant City Manager until his retirement in March 2021, thus allowing Major Jeff Young to act as and be evaluated for the position of Police Chief which would be filled after Chief Kochen retired.

BOARD COMMENTS:

Mayor Alahouzos stated, in his opinion, in the past several years the City had grown large enough to employ an Assistant City Manager and he recommended this to City Manager LeCouris during his annual evaluation. He also approved of Chief Kochen assuming the role and further explained it was a temporary role with no extra pay. He then asked the City Attorney if the City Charter allowed the creation of and hiring for positions to be executed by City Manager LeCouris without the Board's approval or input and the City Attorney stated, yes. The Mayor then reviewed an e-mail that Commissioner Vatikiosis sent to the Board requesting that City Manager LeCouris submit his retirement papers by October 1, 2021. Mayor Alahouzos then asked Commissioner Vatikiosis to make a motion regarding his request for City Manager LeCouris to retire effective October 1, 2021, and if there was a second the Board would discuss the proposal.

Commissioner Vatikiotis explained why he proposed the request and continued with his questions and opinions: He asked if the City intended to employ Chief Kochen after his retirement in 5 months. He then detailed Major Young's long service with the City which, in his opinion, prepared him well to serve as Police Chief without an evaluation period. The Commissioner then said in the past he was hired conditionally as Tarpon Springs City Manager and the process was difficult for him and felt the same treatment to be watched and scrutinized for 5 months would have negative effects on Mayor Young. He then asked for full disclosure on all aspects to the proposed transition. He stated, in his opinion, the appointment appeared as though the City Manager's position would be passed on to another member of the Police Department, as City Manager LeCouris transitioned from Police Chief to Assistant City Manager and then to City Manager. He also stated in his opinion, employees serving in new positions even temporarily should be compensated; therefore, in his opinion, there would be financial changes.

(Continued):

MISCELLANEOUS(Continued):

**19. DISCUSSION OF CITY MANAGER AND MOTION REQUESTING THE CITY MANAGER TO RETIRE
OCTOBER 1, 2021 (COMMISSIONER VATIKIOTIS)**

Commissioner Vatikiosis then pointed out he was not suggesting firing City Manager LeCouris but asking him to retire and thought it was warranted due to, in his opinion, several failures by the City Manager over the past 5 years that were financially detrimental to the City including the recent impasse with the Police Union contract negotiations which required the Board stepping in to settle.

Mayor Alahouzos said the City Manager serves at the pleasure and direction of the Board of Commissioners. He can be terminated or he can resign; however, he cannot be required to retire. Mayor Alahouzos also said he had a good working relationship with City Manager LeCouris, who had successfully completed many projects which have improved the City and asked the City Manager to send Commissioner Vatikiotis a list of those projects. Vice Mayor Karr was in agreement with having Chief Kochen transition to serve as an Assistant City Manager and explained how the City would benefit. He did speak directly with Chief Kochen about his long-term plans and Chief Kochen said he did not have any set plans. Commissioner Tarapani stated he appreciated Commissioner Vatikiotis' concerns, but his evaluation of City Manager LeCouris was positive and he felt the City had accomplished a great deal over the past ten years. He said like every community there have been some projects that in retrospect could have been handled differently but the direction and execution were not the sole responsibility of the City Manager. Commissioner Donovan applauded the City Manager's commitment to the Community especially the Youth service programs. He did have a problem with a memo sent out that he received Friday, October 6, 2020, criticizing Chief Kochen's character and ability to work for the City; although, the memo was not even sent to Chief Kochen. Commissioner Donovan stated he did not support the motion or Commissioner Vatikiotis memo.

City Manager LeCouris made an additional comment for the record. He explained that the memo he sent to the Board on October 9, 2020 was in no way to groom Chief Kochen for any future position as was suggested by the Commissioner Vatikiotis' comments including his references that Chief Kochen would be serving as a permanent Assistant City Manager, and later as the City Manager.

PUBLIC COMMENTS:

Annie Samarkos, 32 West Tarpon Avenue, stated that her 81-year-old neighbor, who was frightened to attend the meeting, asked her why the City didn't care enough about its citizens to hire a City Manager with a college education. She continued; I told my neighbor I would present her question but she asked me not to because that would put me in danger of retaliation. Ms. Samarkos said although she was afraid to speak, she felt it was the right thing to do. She also stated for 9 years as a business owner she had never met the City Manager, but suggested he retire and a national search be launched for a replacement.

Heather Isely, 2906 Oak Circle, a 15-year resident and local artist, supported City Manager LeCouris and stated he was very helpful by doing what he could for her and other local artists over his many years of service to the City.

Mike Eisner, 1515 Riverside Drive, felt that everyone on the Board was entitled to their opinion, but he was offended by any person in the meeting room attacking the opinions of others. He thought that it was an embarrassment to the City. He added he had no problems with City Manager LeCouris and thought he had done a good job but added everyone has to retire at some time and a discussion as a community without further insults.

Jim Kolianos, Circle Drive, said there was no discussion of what brought this forward, and as a former commissioner, the Board of Commissioners had to get back to working together. He hoped the problems expressed tonight were settled because it was established the City Manager could not be asked to retire and he did not like the way the City Manager was treated this evening.

(Continued)

MISCELLANEOUS(Continued):

19. DISCUSSION OF CITY MANAGER AND MOTION REQUESTING THE CITY MANAGER TO RETIRE OCTOBER 1, 2021 (COMMISSIONER VATIKIOTIS)

Panagiotis Koulias, 595 Peninsula Ave, spoke about the Police Union's drop program which prohibits "double dipping". He also indicated that he had knowledge that both Chief Kochen and Major Young had elected to participate in that program; therefore, both will be required to retire under the program's guidelines. He then expressed his disapproval of City Manager LeCouris as the former Police Chief and now as City Manager, citing only what he described as questionable behavior. Mr. Koulias also spoke about what he perceived to be collusion among Board members noting that, in his opinion, several wanted to be elected to serve their own interest not serve the citizens.

Shasa Lohn, Suncoast Police Benevolent Association, said although she was not a resident, she objected to unsubstantiated statements about the corruption in the City and the police department. She further stated, as an outside observer, when comparing the City of Tarpon Springs to other municipalities that she had assisted in solving problems, that Tarpon Springs was well run by responsible people. She applauded Chief Kochen's professionalism noting his honesty and transparency. She did feel that members of the public were suggesting improprieties without having appropriate qualifications. She also said that having a Master's Degree was beyond the qualifications required throughout the state for a City Managers positions.

Emails:

Lisa Benitez 733 North Florida Avenue, thought the e-mail Commissioner Vatikiotis sent to the Board of Commissioners and posted on Facebook was inappropriate, uncalled for and sounded as though there was a personal reason for the attack. She believed the current City Manager, Mark LeCouris, was the best the City had in many years and favored promoting from within whenever possible.

Tarpon Springs Merchants Association, David Gauchman, President and the Board Members of the Association expressed their support for City Manager LeCouris for his results driven management style and ability to work easily with anyone. They further stated the City Manager supported Merchant events such as the First Friday Event, the Wine Walk and others all of which required allowing City Staff to work with the merchants. They concluded, City Manager LeCouris has a vision and supports moving the City forward and they believe the merchant's success was because of the City Manager and his hardworking staff.

Jerry Theophilopoulos, Local Attorney, stated he had been employed several times by several Downtown merchants for representation on sensitive issues, most recently the local vagrant problem. They employed him for this issue because they were, unfortunately, fearful of retribution by some in City government and asked him to present their views, on the two e-mails being discussed this evening one dated October 9, 2020, Mark LeCouris to the Board discussing adding an Assistant City Manager position and another dated October 12, 2020, Commissioner Vatikiosis requesting City Manager Mark LeCouris retire effective October 1, 2021. Attorney Theophilopoulos' email then stated those merchants felt that in comparison to nearby local downtown areas including Dunedin, the City does little to promote Tarpon Springs Business and were happy Commissioner Vatikiosis proposed a change. His clients asked that a new and qualified City Manager be employed. The email also offered opinions regarding the transition of Chief Kochen from Police Chief to Assistant City Manager and a salary increase for Major Young if he transitions to Chief of Police. .

(Continued)

MISCELLANEOUS(Continued):

**19. DISCUSSION OF CITY MANAGER AND MOTION REQUESTING THE CITY MANAGER TO RETIRE
OCTOBER 1, 2021 (COMMISSIONER VATIKIOTIS)**

David Banther, property owner on Tarpon Avenue, responded to a letter he received from Attorney Theophilopoulos regarding item 19 and said he sent a response to the Attorney and was providing a 'cc' to the Board of Commissioners making his public response part of the public record. He explained that he had written in his email that he spoke to City Manager LeCouris in the past about his retirement and a replacement for the City Manager's position. He said he also spoke to Commissioner Vatikiotis about the issues brought up this evening. He also stated he applauded Attorney Theophilopoulos and the merchants work to try to solve the vagrant issue and would help any way he could as he too was a property owner on Tarpon Avenue.

Vickie Cone, address not provided, stated she supported City Manager LeCouris, who is a man of integrity and who would be hard to replace. She continued that City Manager LeCouris had helped her when he was Chief of Police and as City Manager.

Zoom Attendees:

Carrie Root, 203 South Spring Boulevard, said she believed Chief Kochen and Jim Kolianos were men of integrity. Additionally, she said she was an engineer, as was Commissioner Vatikiotis, and would try to explain an engineer's approach to problem solving. She said engineers collect fact-based assessments and evaluate all available data before making decisions even if their conclusion was not popular. She continued that as Chairman of the Heritage Preservation Board decisions made by City Manager caused her to resign her position and, in her opinion, the City needed a City Manager who supports Historic Preservation.

Mayor Alahouzos said that when the time came to select a new City Manager it would be conducted professionally. He also stated he had served on the Board of Commissioners for 10 years and an additional 6 years as a member of the Planning and Zoning Board and this was the most contentious meeting he had ever attended. He asked that future meetings would be civil and respectful.

MOTION: COMMISSIONER VATIKIOTIS
SECOND: VICE MAYOR KARR

To request City Manager LeCouris submit
his retirement Packet on or before October 1, 2021
and his employment contract be amended to reflect
October 1, 2021 as the effective date his employment
contract expires.

Vote on Motion – Upon roll call vote the motion failed 4 to 1 as follows:

Commissioner Vatikiotis	Yes
Commissioner Donovan	No
Commissioner Tarapani	No
Vice Mayor Karr	No
Mayor Alahouzos	No

STAFF/BOARD COMMENTS:

Certifications: City Attorney Trask congratulated two of his partners who recently became Board Certified Attorney's in Local Government and he was proud that 5 of the 8 attorneys in the firm were now Board Certified. He also noted that of the 110,000 lawyers in the State of Florida only approximately 250 were Board Certified Local Government Attorneys.

Illuminated Art Boxes: City Manager LeCouris announced the first week in December was the tentative date for installing the Light Boxes along Tarpon Avenue.

Veterans Day: Mayor Alahouzos recognized November 11 as Veteran's Day and thanked all members of the Armed Forces and Veterans for their service to the Country.

144 E. Tarpon Avenue: Commissioner Vatikiotis asked for an update on the property at 144 East Tarpon Avenue be placed on the December 8, 2020 agenda. City Manager LeCouris said an update of the negotiations was presently on the agenda for the next Board of Commissioner's Meeting, November 17, 2020.

ADJOURNMENT:

The meeting adjourned at 10:31 P.M.

CHRIS ALAHOUZOS
MAYOR

ATTEST:

K. MICHELE MANOUSOS, CMC
DEPUTY CITY CLERK & COLLECTOR

CITY CLERK'S NOTE: This meeting has been recorded in its entirety and the recordings are kept on file in the City Clerk's Office for the required retention period.

OFFICE OF THE CITY CLERK

INTER-DEPARTMENTAL MEMO

TO: HONORABLE MAYOR AND BOARD OF COMMISSIONERS

SUBJECT: SATISFACTION/RELEASE OF LIENS REGULAR SESSION August 24, 2021

Authorization is requested for the Mayor to execute Satisfaction and/or Release of Lien for the properties listed below. All monies owed the City for delinquent utility liens, street, and/or lot mowing assessments including interest and/or penalties, or administrative fees have been paid in full.

OWNER'S NAME	TYPE OF LIEN	ACCOUNT NUMBER
1208 Rollingwood Dr. Land Trust Cedric P. Hay, Tre.	UTILITY LIEN	71527-272407634
John C. Meyers, Estate	UTILITY LIEN	63355-272310963
Homeowner Assoc. Mgt. Orange City	UTILITY LIEN	71029-2714060616
ERC Homes Capital, LLC	UTILITY LIEN	66005-271102051
ERC Homes Capital, LLC	UTILITY LIEN	66007-280000178
Michael R. Lacy	UTILITY LIEN	76097-271001360
Servicemen Equity Partners, LLC	UTILITY LIEN	72655-272411215
Joseph Boehrer, IV	CODE ENFORCEMENT	20-80000708
Genessee Anderz William Prieto	CODE ENFORCEMENT	18-80000573
Genessee Anderz William Prieto	CODE ENFORCEMENT	19-80000548
McLaughlin Family Living Trust	CODE ENFORCEMENT	19-80000017
ERC Homes Capital, LLC	CODE ENFORCEMENT	20-80000642
ERC Homes Capital, LLC	CODE ENFORCEMENT	20-80000694
James W. Lee	SEWER IMPACT LIEN	MR 873
Kimberly Shuert	SEWER IMPACT LIEN	MR 1388
Allan K. Olson	SEWER IMPACT LIEN	MR 1528



TIN: 59-3642714

Statement of Account

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

City of Tarpon Springs
 Att: Judy Staley
 City Manager's Office P.O. Box 5004
 Tarpon Springs, FL 34688-5004

Date: 08/04/2021
 Matter: Hinton, Tina vs. City of Tarpon Springs
 Responsible Attorney: Jay Daigneault

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6160	Balance: \$350.60					
08/02/2021	Invoice #6160	08/31/2021	\$350.60			\$350.60
Totals:			\$350.60	\$0.00	\$0.00	\$350.60

Matter: Save East Lake v. City of Tarpon Springs
 Responsible Attorney: Jay Daigneault

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6161	Balance: \$52.50					
08/02/2021	Invoice #6161	08/31/2021	\$52.50			\$52.50
Totals:			\$52.50	\$0.00	\$0.00	\$52.50

Matter: Concerned Citizens of TS/Tarpon Springs et al
 Responsible Attorney: Jay Daigneault

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6158	Balance: \$140.00					
08/02/2021	Invoice #6158	08/31/2021	\$140.00			\$140.00
Totals:			\$140.00	\$0.00	\$0.00	\$140.00

Matter: Durham, Elijah and Ashley and Durham Products and Services, LLC d/b/a Sol Burger vs. City of Tarpon Springs
 Responsible Attorney: Jay Daigneault

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6159	Balance: \$70.00					

08/02/2021	Invoice #6159	08/31/2021	\$70.00			\$70.00
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Totals:			\$70.00	\$0.00	\$0.00	\$70.00
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Matter: Tarpon Springs/MLK Sewer Line Damage

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6264	Balance: \$192.50					

08/02/2021	Invoice #6264	08/31/2021	\$192.50			\$192.50
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Totals:			\$192.50	\$0.00	\$0.00	\$192.50
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Matter: Tarpon Springs vs. Beals, Barbara A.

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6162	Balance: \$1,505.80					

08/02/2021	Invoice #6162	08/31/2021	\$1,505.80			\$1,505.80
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Totals:			\$1,505.80	\$0.00	\$0.00	\$1,505.80
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Matter: Tarpon Springs/Rabner adv. Specialized Loan

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6171	Balance: \$35.00					

08/02/2021	Invoice #6171	08/31/2021	\$35.00			\$35.00
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Totals:			\$35.00	\$0.00	\$0.00	\$35.00
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Matter: Tarpon Springs/Retainer

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6173	Balance: \$6,000.00					

08/02/2021	Invoice #6173	08/31/2021	\$6,000.00			\$6,000.00
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Totals:			\$6,000.00	\$0.00	\$0.00	\$6,000.00
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Matter: Tarpon Springs/General

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6167	Balance: \$392.50					

08/02/2021	Invoice #6167	08/31/2021	\$392.50			\$392.50
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Totals: \$392.50 \$0.00 \$0.00 \$392.50

Matter: Tarpon Springs/Code Enforcement Matters

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6166	Balance: \$280.61					
08/02/2021	Invoice #6166	08/31/2021	\$280.61			\$280.61

Totals: \$280.61 \$0.00 \$0.00 \$280.61

Matter: Tarpon Springs/Planning & Zoning

Responsible Attorney: Erica Augello

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6170	Balance: \$910.00					
08/02/2021	Invoice #6170	08/31/2021	\$910.00			\$910.00

Totals: \$910.00 \$0.00 \$0.00 \$910.00

Matter: Tarpon Springs/Heritage Preservation Board

Responsible Attorney: Erica Augello

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6168	Balance: \$1,067.50					
08/02/2021	Invoice #6168	08/31/2021	\$1,067.50			\$1,067.50

Totals: \$1,067.50 \$0.00 \$0.00 \$1,067.50

Matter: Tarpon Springs/Board of Adjustment

Responsible Attorney: Erica Augello

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6165	Balance: \$875.00					
08/02/2021	Invoice #6165	08/31/2021	\$875.00			\$875.00

Totals: \$875.00 \$0.00 \$0.00 \$875.00

Matter: Tarpon Springs/ Return of Property

Responsible Attorney: Erica Augello

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6164	Balance: \$52.50					
08/02/2021	Invoice #6164	08/31/2021	\$52.50			\$52.50

Totals: \$52.50 \$0.00 \$0.00 \$52.50

Matter: Tarpon Springs/Rebecca Vares-Ebert

Responsible Attorney: Robert Eschenfelder

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6172	Balance: \$52.50					

08/02/2021	Invoice #6172	08/31/2021	\$52.50			\$52.50
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Totals:			\$52.50	\$0.00	\$0.00	\$52.50
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Matter: Tarpon Springs/ Procurement Documents Revision

Responsible Attorney: Robert Eschenfelder

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6163	Balance: \$262.50					

08/02/2021	Invoice #6163	08/31/2021	\$262.50			\$262.50
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Totals:			\$262.50	\$0.00	\$0.00	\$262.50
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Totals for client:			\$12,239.51	\$0.00	\$0.00	\$12,239.51
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TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6173
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/Retainer

Services

Date	Atty	Description	Quantity	Rate	Total
07-01-21	TJT	Receipt and review of e-mail from Bob Robertson re yacht club easement.	0.10	175.00	\$17.50
07-01-21	TJT	Preparation of e-mail to Bob Robertson re yacht club easement.	0.10	175.00	\$17.50
07-01-21	TJT	Receipt and review of e-mail from Silva Webster re DOE public records request.	0.10	175.00	\$17.50
07-01-21	TJT	Receipt and review of e-mail from Jeanette Flores re hospital documents.	0.10	175.00	\$17.50
07-01-21	TJT	Receipt and review of e-mail from Bob Robertson re hospital documents.	0.10	175.00	\$17.50
07-01-21	TJT	Receipt and review of e-mail from Pat McNeese re vacation of ROW.	0.10	175.00	\$17.50
07-01-21	TJT	Receipt and review of e-mail from Bob Robertson re Meres settlement agreement comments.	0.40	175.00	\$70.00
07-01-21	TJT	Preparation of e-mail to Silva Webster re DOE public records request.	0.10	175.00	\$17.50
07-01-21	TJT	Receipt and review of e-mail from Pat McNeese re 401 Sunshine Drive.	0.10	175.00	\$17.50
07-01-21	TJT	Receipt and review of e-mail from Pat McNeese re Oak Court vacation.	0.30	175.00	\$52.50

07-01-21	TJT	Legal research re: public record request for unredacted police report in order to respond to email from Silva W.	0.50	175.00	\$87.50
07-02-21	TJT	Review agenda package for smart code changes and two conditional use applications in order to respond to email from Pat.	1.10	175.00	\$192.50
07-02-21	TJT	Review of Oak Court vacation package and revise Ordinance.	0.50	175.00	\$87.50
07-02-21	TJT	Review of water rate change ordinance and revise same.	0.80	175.00	\$140.00
07-02-21	KRT	E-mail to/from Paul Smith regarding back-up for Office Hours appt. with Tom on Tues., July 6, 2021.	0.10	75.00	\$7.50
07-02-21	KRT	E-mail to Pat McNeese regarding back-up for Office Hours appt. with Tom on Tues., July 6, 2021.	0.10	75.00	\$7.50
07-02-21	TJT	Receipt and review of e-mail from Pat McNeese re draft items.	0.10	175.00	\$17.50
07-02-21	TJT	Receipt and review of e-mail from Pat McNeese re 805 Live Oak Street.	0.20	175.00	\$35.00
07-02-21	TJT	Preparation of e-mail to Pat McNeese re draft items.	0.10	175.00	\$17.50
07-02-21	TJT	Preparation of e-mail to Pat McNeese re 805 Live Oak Street.	0.10	175.00	\$17.50
07-02-21	TJT	Receipt and review of e-mail from Pat McNeese re vacation of rights of ways.	0.10	175.00	\$17.50
07-02-21	TJT	Receipt and review of e-mail from Bill Atkinson re American Legion appraisal.	0.10	175.00	\$17.50
07-02-21	TJT	Preparation of e-mail to Bill Atkinson re American Legion appraisal.	0.10	175.00	\$17.50
07-02-21	TJT	Receipt and review of e-mail from Pat McNeese re 401 Sunshine Drive.	0.10	175.00	\$17.50
07-02-21	TJT	Preparation of e-mail to Pat McNeese re vacation of rights of ways.	0.10	175.00	\$17.50
07-02-21	TJT	Preparation of e-mail to Pat McNeese re Oak Court vacation package.	0.20	175.00	\$35.00
07-03-21	TJT	Receipt and review of e-mail from Al Causey re IOOF donation of books.	0.20	175.00	\$35.00
07-03-21	TJT	Receipt and review of e-mail from Cari Rupkalvis re IOOF donation of books.	0.20	175.00	\$35.00
07-06-21	TJT	Preparation of e-mail to Perry Bean re American Legion property.	0.10	175.00	\$17.50
07-06-21	TJT	Receipt and review of e-mail from Pat McNeese re food trucks at Brighter Days.	0.10	175.00	\$17.50
07-06-21	TJT	Receipt and review of e-mails (2) from Karen Lemmons re food trucks at Brighter Days.	0.20	175.00	\$35.00

07-06-21	TJT	Receipt and review of e-mail from Pat McNeese re Oak Court vacation.	0.20	175.00	\$35.00
07-06-21	TJT	Receipt and review of e-mails (3) from Jeanette Flores re hospital documents.	0.30	175.00	\$52.50
07-06-21	TJT	Receipt and review of e-mail from Renea Vincent re Oak Court vacation.	0.10	175.00	\$17.50
07-06-21	TJT	Receipt and review of e-mail from Pat McNeese re HB 59.	0.20	175.00	\$35.00
07-06-21	TJT	Receipt and review of e-mail from Beth Hughes re food trucks at Brighter Days.	0.10	175.00	\$17.50
07-06-21	KRT	E-mail to/from Judy S. providing Memorandum for distribution to the BOC re: TS-Hospital-CRP-Meres Crossing - Amendment to CC&Rs and Settlement Agreement.	0.10	75.00	\$7.50
07-06-21	TJT	Review of materials provided, preparation for and attendance at meetings at city hall with Paul Smith, Beth Hughes and Cari Rupkalvis.	3.00	175.00	\$525.00
07-06-21	TJT	Legal research on vacating rights of way.	1.20	175.00	\$210.00
07-06-21	TJT	Work on Hospital Declaration file. Preparation of memo to BOC.	1.00	175.00	\$175.00
07-07-21	TJT	Receipt and review of e-mails (2) from Mark LeCouris re personal data on website.	0.50	175.00	\$87.50
07-07-21	TJT	Receipt and review of e-mails (2) from Teresa Rodriguez re personal data on website.	0.30	175.00	\$52.50
07-07-21	TJT	Preparation of e-mail to Mark LeCouris re personal data on website.	0.10	175.00	\$17.50
07-07-21	TJT	Receipt and review of e-mail from Mike Kouskoutis re Oak Court vacation.	0.10	175.00	\$17.50
07-07-21	TJT	Receipt and review of e-mails (3) from Ron Haring re Ord. 21-13.	0.30	175.00	\$52.50
07-07-21	TJT	Preparation of e-mail to Michele Manousos re financial disclosure as public record.	0.10	175.00	\$17.50
07-07-21	TJT	Receipt and review of e-mail from Renea Vincent re property rights legislative change.	0.10	175.00	\$17.50
07-07-21	TJT	Receipt and review of e-mail from Michele Manousos re financial disclosure as public record.	0.10	175.00	\$17.50
07-07-21	TJT	Preparation of e-mails (2) to Ron Haring re Ord. 21-13.	0.20	175.00	\$35.00
07-07-21	TJT	Receipt and review of e-mail from Pat McNeese re Lucille Drive vacation.	0.20	175.00	\$35.00
07-07-21	TJT	Receipt and review of e-mail from Pat McNeese re Oak Court vacation.	0.10	175.00	\$17.50

07-07-21	TJT	Preparation of e-mail to Renea Vincent re property rights legislative change.	0.10	175.00	\$17.50
07-07-21	TJT	Review of HB 39 in order to respond to email from Pat M.	0.30	175.00	\$52.50
07-07-21	TJT	Phone call to Comm. Vatikiotis.	0.50	175.00	\$87.50
07-08-21	TJT	Receipt and review of e-mail from Pat McNeese re quasi public entity.	0.10	175.00	\$17.50
07-08-21	TJT	Receipt and review of e-mail from Duffy Smith re Camp Gladiator.	0.20	175.00	\$35.00
07-08-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re Hays Road special session.	0.20	175.00	\$35.00
07-08-21	TJT	Receipt and review of e-mail from Tony McGee re golf cart leasing.	0.20	175.00	\$35.00
07-08-21	TJT	Receipt and review of e-mail from Judy Staley re Bridges cemetery issue.	0.10	175.00	\$17.50
07-08-21	RME	Rev. question from Ms. McNeese regarding the status of the hospital as a quasi-governmental entity under the sign code; research the legal status of the hospital ownership and caselaw on the public nature of hospitals; draft opinion responding to the question.	0.40	175.00	\$70.00
07-08-21	KRT	Phone call from Carol R. re: Bridges Family Cycadia Cemetery issue. Phone call from Michele M., Carol R. and Irene J. Phone call to Shannon Behnken of Channel 8. E-mail from Irene J. providing historic e-mail chain regarding monument. E-mail from Trish H. providing voice mail from Shannon Behnken at Channel 8. Phone call and e-mail from Judy S. providing e-mail to Shannon Behnken. E-mail to/from Tom regarding voice mail left for Shannon; e-mail to City to advise of same. E-mail from Tom advising he spoke with Shannon Behnken; e-mail to City to advise of same.	0.60	75.00	\$45.00
07-08-21	TJT	Return pc to Reporter Shannon Behnken re: Cycadia Cemetery (Bridges matter).	0.20	175.00	\$35.00
07-08-21	RME	Rev. & respond to follow up question from Ms. McNeese regarding hospital signs.	0.20	175.00	\$35.00
07-08-21	RME	Rev. email from Mr. McGee and attached ITB, bid, and tabulation form; draft response email reviewing the factors the City should consider and laying out my recommendation on how the City should proceed with the golf cart contract.	0.60	175.00	\$105.00
07-09-21	TJT	Receipt and review of e-mail from Tony McGee re actuarial services.	0.10	175.00	\$17.50
07-09-21	TJT	Receipt and review of e-mail from Renea Vincent re strategic planning workshop.	0.10	175.00	\$17.50
07-09-21	TJT	Receipt and review of e-mails (2) from Judy Staley re agenda and packet.	0.30	175.00	\$52.50
07-09-21	TJT	Preparation of e-mail to Jeanette Flores re hospital docs.	0.10	175.00	\$17.50
07-09-21	TJT	Receipt and review of e-mail from Jeanette Flores re hospital docs.	0.10	175.00	\$17.50

07-09-21	TJT	Receipt and review of e-mail from Cole Riggins re American Legion appraisal.	0.10	175.00	\$17.50
07-09-21	TJT	Receipt and review of e-mail from Michele Manousos re public records request for Cycadia docs.	0.10	175.00	\$17.50
07-09-21	TJT	Receipt and review of e-mail from Mark LeCouris re Cycadia issue.	0.10	175.00	\$17.50
07-09-21	TJT	Receipt and review of e-mail from Mayor Alahouzouos re Cycadia issue.	0.10	175.00	\$17.50
07-09-21	TJT	Receipt and review of e-mail from Jacob Karr re Cycadia issue.	0.10	175.00	\$17.50
07-10-21	RME	Review draft actuarial services RFP and agreement; draft detailed comments and suggested edits for purchasing staff.	2.30	175.00	\$402.50
07-12-21	TJT	Receipt and review of e-mail from Renea Vincent re Oak Court vacation.	0.10	175.00	\$17.50
07-12-21	TJT	Receipt and review of e-mail from Renea Vincent re Lucille Drive ROW.	0.10	175.00	\$17.50
07-12-21	TJT	Receipt and review of e-mail from Duffy Smith re Camp Gladiator.	0.10	175.00	\$17.50
07-12-21	TJT	Preparation of e-mails (2) to Cycadia rules of procedure.	0.20	175.00	\$35.00
07-12-21	TJT	Receipt and review of e-mail from Jacob Karr re Cycadia rules of procedure.	0.10	175.00	\$17.50
07-12-21	TJT	Receipt and review of e-mail from Michele Manousos re cemetery public records request.	0.10	175.00	\$17.50
07-12-21	TJT	Preparation of e-mail to Michele Manousos re cemetery public records request.	0.10	175.00	\$17.50
07-12-21	TJT	Receipt and review of e-mail from Mark LeCouris re American Legion appraisal.	0.10	175.00	\$17.50
07-12-21	TJT	Receipt and review of e-mails (3) from Teresa Rodrigues re public records.	0.40	175.00	\$70.00
07-12-21	TJT	Preparation of e-mail to Mark LeCouris re American Legion appraisal.	0.10	175.00	\$17.50
07-12-21	TJT	Receipt and review of e-mail from Paul Smith re surface water discharge requirements.	0.20	175.00	\$35.00
07-12-21	TJT	Receipt and review of e-mails (2) from Paul Smith re Camp Gladiator.	0.20	175.00	\$35.00
07-12-21	TJT	Preparation of e-mail to Teresa Rodrigues re public records.	0.10	175.00	\$17.50
07-12-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re special session.	0.20	175.00	\$35.00
07-12-21	TJT	Receipt and review of e-mail from Mark LeCouris re special session.	0.10	175.00	\$17.50

07-12-21	TJT	Preparation of e-mail to Pat McNeese re Lucille Drive ROW.	0.10	175.00	\$17.50
07-12-21	TJT	Preparation of e-mail to Mark LeCouris re American Legion.	0.10	175.00	\$17.50
07-12-21	TJT	Preparation of e-mails (2) to Pat McNeese re Oak Court vacation.	0.30	175.00	\$52.50
07-12-21	KRT	E-mail to/from Judy S. regarding Tom's need for attendance at the Strategic Planning Workshop on July 17.	0.10	75.00	\$7.50
07-12-21	TJT	Review of Cycadia Cemetery Rules (Bridges matter).	0.30	175.00	\$52.50
07-12-21	TJT	Legal research re: vacating ROW on edge of plat.	0.30	175.00	\$52.50
07-12-21	TJT	Phone call from Atty Kouskoutis re: Oak Court vacation.	0.20	175.00	\$35.00
07-12-21	TJT	Phone call from Atty Flores re: TS BOC meeting on hospital matter.	0.20	175.00	\$35.00
07-12-21	TJT	Review of and revisions to ROW vacation ordinances.	0.50	175.00	\$87.50
07-12-21	TJT	Phone call from Atty. Armstrong re: Anclote Harbors.	0.30	175.00	\$52.50
07-12-21	TJT	Return pc to Mayor re: Anclote Harbors.	0.30	175.00	\$52.50
07-12-21	TJT	Phone call from Renea V. re: Anclote Harbors.	0.20	175.00	\$35.00
07-13-21	TJT	Return pc to Commissioner re: possible conflict.	0.10	175.00	\$17.50
07-13-21	TJT	Phone calls from/to Atty. Conroy re: hospital agreements.	0.10	175.00	\$17.50
07-13-21	TJT	Review of revised Interagency Agreement with School Board and Sheriff.	0.60	175.00	\$105.00
07-13-21	TJT	Preparation for, travel to and attendance at BOC meeting.	6.50	175.00	\$1,137.50
07-13-21	TJT	Review of BOC agenda package and code regarding vacation ROW.	1.70	175.00	\$297.50
07-13-21	TJT	Legal research re: compensation for vacating ROW.	0.50	175.00	\$87.50
07-13-21	TJT	Receipt and review of e-mail from Mark LeCouris re handing out information flyers.	0.10	175.00	\$17.50
07-13-21	TJT	Receipt and review of e-mail from Pat McNeese re Lucille Drive vacation.	0.10	175.00	\$17.50
07-13-21	TJT	Preparation of e-mail to Renea Vincent and Pat McNeese re Lucille Drive vacation.	0.10	175.00	\$17.50
07-13-21	TJT	Preparation of e-mail to Mark LeCouris re handing out information flyers.	0.10	175.00	\$17.50

07-13-21	TJT	Receipt and review of e-mail from Jeff Young re School Board agreement.	0.20	175.00	\$35.00
07-13-21	TJT	Receipt and review of e-mail from Irene Jacobs re email regarding Anclote Harbor.	0.10	175.00	\$17.50
07-13-21	TJT	Receipt and review of e-mail from Renea Vincent re Lucille Drive vacation.	0.10	175.00	\$17.50
07-13-21	TJT	Receipt and review of e-mail from Judy Staley re July 13 agenda and packet.	0.20	175.00	\$35.00
07-13-21	TJT	Preparation of e-mail to Jeff Young re School Board agreement.	0.10	175.00	\$17.50
07-13-21	TJT	Preparation of e-mail to Renea Vincent and Mark LeCouris re Lucille vacation.	0.10	175.00	\$17.50
07-14-21	TJT	Review of Denami Lease for termination provision. PC to Mark L.	0.50	175.00	\$87.50
07-14-21	TJT	Receipt and review of e-mail from Irene Jacobs re email from Ray Wunderlich re Anclote Harbors.	0.20	175.00	\$35.00
07-14-21	TJT	Receipt and review of e-mail from Karen Lemmons re phone call from Ashley Durham.	0.10	175.00	\$17.50
07-14-21	TJT	Receipt and review of e-mail from Renea Vincent re grant agreement.	0.20	175.00	\$35.00
07-14-21	TJT	Receipt and review of e-mail from Irene Jacobs re email from Jacki Crawford re Anclote Harbors.	0.10	175.00	\$17.50
07-14-21	TJT	Receipt and review of e-mail from Pat McNeese re grant agreement.	0.10	175.00	\$17.50
07-14-21	TJT	Receipt and review of e-mail from Janina Lewis re grant agreement.	0.10	175.00	\$17.50
07-14-21	TJT	Receipt and review of e-mail from Peter Koulias re Anclote Harbors and his e-mail to Robin Saenger.	0.20	175.00	\$35.00
07-14-21	TJT	Receipt and review of e-mail from Ron Haring re grant agreement.	0.10	175.00	\$17.50
07-14-21	TJT	Receipt and review of e-mail from Karen Lemmons re Sol Burger application for Business development.	0.10	175.00	\$17.50
07-14-21	TJT	Preparation of e-mail to Mark LeCouris re Denami termination provisions.	0.10	175.00	\$17.50
07-15-21	TJT	Review of BOC Special Meeting agenda package.	1.50	175.00	\$262.50
07-15-21	TJT	Phone call from Comm. Donovan.	0.20	175.00	\$35.00
07-15-21	TJT	Preparation for, travel to and attendance at Special BOC meeting.	4.00	175.00	\$700.00

07-15-21	TJT	Receipt and review of e-mails (5) from Irene Jacobs re Anclote Harbors e-mails received from Jennifer Tyson, Teresa Gaskill, Liza Ryan, Michael Coleman and Jean Charles.	0.40	175.00	\$70.00
07-15-21	TJT	Receipt and review of e-mail from Mark LeCouris re Forbes property.	0.10	175.00	\$17.50
07-15-21	TJT	Receipt and review of e-mail from Peter Koulias re public comments.	0.10	175.00	\$17.50
07-16-21	TJT	Receipt and review of e-mail from Janina Lewis re Stantec.	0.10	175.00	\$17.50
07-16-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re Anclote Harbors.	0.10	175.00	\$17.50
07-16-21	TJT	Receipt and review of e-mails (3) from Mark LeCouris re Keystone Village.	0.40	175.00	\$70.00
07-16-21	TJT	Receipt and review of e-mail from Renea Vincent re Habitat swap.	0.10	175.00	\$17.50
07-16-21	TJT	Receipt and review of e-mail from Mark LeCouris re Keystone Village.	0.20	175.00	\$35.00
07-16-21	TJT	Receipt and review of e-mail from Mark LeCouris re Anclote Harbors.	0.10	175.00	\$17.50
07-16-21	TJT	Receipt and review of e-mail from Judy Staley re budget workshop agenda and packet.	0.20	175.00	\$35.00
07-16-21	TJT	Receipt and review of e-mails (2) from Pat McNeese re Keystone Village.	0.20	175.00	\$35.00
07-16-21	TJT	Receipt and review of e-mails (3) from Reed Haydon re Keystone Village.	0.40	175.00	\$70.00
07-16-21	TJT	Receipt and review of e-mail from Renea Vincent re smart code definition.	0.20	175.00	\$35.00
07-16-21	TJT	Receipt and review of e-mail from Judy Staley re rules of procedure.	0.10	175.00	\$17.50
07-19-21	TJT	Review of Camp Gladiator file, pc from Jamie and Duffy and revise License Agreement.	0.80	175.00	\$140.00
07-19-21	TJT	Review of golf cart rental business category in Smart Code. Review Smart Code and LDC in order to respond to Renea's email.	0.60	175.00	\$105.00
07-19-21	TJT	Receipt and review of e-mail from Irene Jacobs re rules and procedures.	0.10	175.00	\$17.50
07-19-21	RME	Receive and review new draft of agreement for actuarial services; rev. my prior comments and recommendations to staff; edit the contract draft to reflect my comments and recommendations and send back to staff for final review.	1.10	175.00	\$192.50
07-19-21	RME	Rev. RFP, proposal and contract documents between City of Clearwater and STANTEC for Water Revenue Sufficiency Consulting services; rev. City of Tarpon's draft "piggyback" agreement seeking to piggyback onto the Clearwater agreement; draft detailed comments, questions and recommended edits and provide examples of piggyback models for future use.	1.90	175.00	\$332.50

07-19-21	KRT	E-mail to/from Judy S. advising Tom will not be in attendance at the July 20, 2021 Budget Work Session.	0.10	75.00	\$7.50
07-19-21	TJT	Preparation of e-mail to Irene Jacobs re rules and procedures.	0.10	175.00	\$17.50
07-19-21	TJT	Receipt and review of e-mail from Jamie Taylor re Camp Gladiator.	0.10	175.00	\$17.50
07-19-21	TJT	Preparation of e-mails (2) to Costa Vatikiotis re Ord. 20-34.	0.30	175.00	\$52.50
07-19-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re Ord. 20-34.	0.10	175.00	\$17.50
07-19-21	TJT	Receipt and review of e-mail from Shannon Behnken re cemetery records request.	0.10	175.00	\$17.50
07-19-21	TJT	Preparation of e-mails (2) to Jamie Taylor re Camp Gladiator.	0.20	175.00	\$35.00
07-19-21	TJT	Receipt and review of e-mails (2) from Haydon Reed re Keystone Village.	0.30	175.00	\$52.50
07-19-21	TJT	Receipt and review of e-mail from Pat McNeese re Keystone Village meeting.	0.10	175.00	\$17.50
07-19-21	TJT	Preparation of e-mail to Renea Vincent re Habitat lot swap.	0.10	175.00	\$17.50
07-19-21	TJT	Preparation of e-mail to Renea Vincent re Smart Code definition.	0.20	175.00	\$35.00
07-20-21	TJT	Review of Cycadia Cemetery Rules in order to respond to email from Michele M.	0.20	175.00	\$35.00
07-20-21	TJT	Review of drainage easement/HOA and plat issue for River Bend in order to respond to emails from Renea V.	0.30	175.00	\$52.50
07-20-21	TJT	Phone call to Vice Mayor re: Cycadia Cemetery matter.	0.30	175.00	\$52.50
07-20-21	TJT	Receipt and review of e-mails (2) from Michele Manousos re cemetery records request.	0.20	175.00	\$35.00
07-20-21	TJT	Receipt and review of e-mail from Jamie Taylor re Camp Gladiator.	0.10	175.00	\$17.50
07-20-21	TJT	Preparation of e-mails (2) to Michele Manousos re cemetery records request.	0.20	175.00	\$35.00
07-20-21	TJT	Receipt and review of e-mails (3) from Renea Vincent re private easements.	0.30	175.00	\$52.50
07-20-21	TJT	Preparation of e-mail to Jamie Taylor re Camp Gladiator.	0.10	175.00	\$17.50
07-20-21	TJT	Preparation of e-mails (2) to Renea Vincent re private easements.	0.20	175.00	\$35.00
07-20-21	TJT	Preparation of e-mail to Pat McNeese re 482 Riverside easement.	0.20	175.00	\$35.00

07-20-21	TJT	Receipt and review of e-mails (3) from Pat McNeese re 482 Riverside easement.	0.50	175.00	\$87.50
07-20-21	TJT	Receipt and review of e-mail from Mark LeCouris re 482 Riverside easement.	0.10	175.00	\$17.50
07-21-21	TJT	Review latest draft of Rules of Procedure, compare to Irene's version and notes.	1.00	175.00	\$175.00
07-21-21	TJT	Review of Marina Lease to confirm revisions were made.	0.20	175.00	\$35.00
07-21-21	KRT	E-mail to/from Judy S. and Beth H. regarding 7-22-21 Office Hours appointment with Beth Hughes via phone call.	0.10	75.00	\$7.50
07-21-21	TJT	Receipt and review of e-mails (2) from Paul Smith re Camp Gladiator.	0.20	175.00	\$35.00
07-21-21	TJT	Receipt and review of e-mail from Jevon Miller re MLK sewer meeting recap.	0.30	175.00	\$52.50
07-21-21	TJT	Receipt and review of e-mail from Irene Jacobs re rules of procedure.	0.10	175.00	\$17.50
07-21-21	TJT	Preparation of e-mails (2) to Paul Smith re Camp Gladiator.	0.20	175.00	\$35.00
07-21-21	TJT	Receipt and review of e-mails (2) from Ron Haring re lease for submerged lands.	0.20	175.00	\$35.00
07-21-21	TJT	Preparation of e-mail to Mark LeCouris re grants symposium.	0.10	175.00	\$17.50
07-21-21	TJT	Preparation of e-mails (2) to Ron Haring re lease for submerged lands.	0.20	175.00	\$35.00
07-21-21	TJT	Preparation of e-mail to Bob Daniels re Duke franchise.	0.10	175.00	\$17.50
07-21-21	TJT	Preparation of e-mail to Pat McNeese re 480-482 Riverside.	0.10	175.00	\$17.50
07-21-21	TJT	Preparation of e-mail to Pat McNeese re notice of property rights legislation change.	0.10	175.00	\$17.50
07-22-21	TJT	Receipt and review of e-mail from Paul Smith re Camp Gladiator.	0.10	175.00	\$17.50
07-22-21	TJT	Receipt and review of e-mails (2) from Pat McNeese re Keystone Village meeting.	0.20	175.00	\$35.00
07-23-21	TJT	Receipt and review of e-mail from Liz Higgins re GGR Parkside property.	0.10	175.00	\$17.50
07-23-21	TJT	Receipt and review of e-mail from Mark LeCouris re GGR Parkside property.	0.10	175.00	\$17.50
07-23-21	TJT	Receipt and review of e-mail from Pat McNeese re Keystone Village.	0.10	175.00	\$17.50
07-23-21	TJT	Receipt and review of e-mails (2) from Reed Haydon re Keystone Village.	0.20	175.00	\$35.00

07-23-21	TJT	Receipt and review of e-mail from Judy Staley with agenda and packet.	0.10	175.00	\$17.50
07-23-21	TJT	Receipt and review of e-mails (3) from Silva Webster re DEA Task Force agreement.	0.30	175.00	\$52.50
07-23-21	KRT	E-mail from/to Judy S. regarding attachment for Item 8 in July 27 BOC agenda package.	0.10	75.00	\$7.50
07-23-21	RME	Receive email from Mr. McGee conveying request from auditing services vendor to change wording of my draft agreement; draft response to Mr. McGee responding to the vendor's requested edit.	0.20	175.00	\$35.00
07-26-21	TJT	Review of DEA Agreement, compare to last years agreement and note necessary revisions.	0.60	175.00	\$105.00
07-26-21	TJT	Review of revised DEA Agreement.	0.20	175.00	\$35.00
07-26-21	KRT	E-mail to BOC, Mark L., Trish H. and Judy S. providing Memo re: Citizens Comments - First Amendment Implications.	0.10	75.00	\$7.50
07-26-21	KRT	E-mail to/from Judy S. regarding change of time for 9/9/21 and 1/13/22 Office Hours.	0.10	75.00	\$7.50
07-26-21	KRT	Phone call to Christine Cutitta advising that Tom will return her phone call tomorrow re: Cycadia Cemetery issue.	0.10	75.00	\$7.50
07-26-21	TJT	Preparation of e-mail to City Commission re purchase of lots on Gulf Road.	0.10	175.00	\$17.50
07-26-21	TJT	Receipt and review of e-mails (2) from Irene Jacobs re rules of procedure questions.	0.40	175.00	\$70.00
07-26-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re purchase of lots on Gulf Road.	0.10	175.00	\$17.50
07-26-21	TJT	Receipt and review of e-mails (2) from Silva Webster re DEA Task Force agreement.	0.20	175.00	\$35.00
07-26-21	TJT	Preparation of e-mail to Silva Webster re DEA Task Force agreement.	0.10	175.00	\$17.50
07-26-21	TJT	Receipt and review of e-mail from Teresa Rodrigues re e-mail data.	0.20	175.00	\$35.00
07-26-21	TJT	Receipt and review of e-mail from Judy Staley with BOC agenda and packet.	0.20	175.00	\$35.00
07-26-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re rules of procedure.	0.10	175.00	\$17.50
07-27-21	TJT	Review of Keystone Village materials and attend Zoom meeting with Pat M., Reed H., Ken M. and Craig T.	1.10	175.00	\$192.50
07-27-21	TJT	Review of Law Enforcement Ancillary Service Contract with PCSO.	0.40	175.00	\$70.00
07-27-21	TJT	Review of Right of Entry Agreement for tree trimming.	0.10	175.00	\$17.50

07-27-21	TJT	Phone call from Vice Mayor.	0.10	175.00	\$17.50
07-27-21	TJT	Review of BOC agenda package, preparation for, travel to and attendance at BOC meeting.	7.00	175.00	\$1,225.00
07-27-21	TJT	Receipt and review of e-mail from Pat McNeese re Keystone Village.	0.10	175.00	\$17.50
07-27-21	TJT	Receipt and review of e-mails (2) from Bonnie Moukazis re PCSO contract.	0.20	175.00	\$35.00
07-27-21	TJT	Preparation of e-mails (2) to Bonnie Moukazis re PCSO contract.	0.20	175.00	\$35.00
07-27-21	TJT	Receipt and review of e-mail from Megan Araya re Tarpon Avenue tree removal.	0.10	175.00	\$17.50
07-27-21	TJT	Receipt and review of e-mail from Jeff Young re DEA Task Force agreement.	0.10	175.00	\$17.50
07-27-21	TJT	Preparation of e-mail to Megan Araya re Tarpon Avenue tree removal.	0.10	175.00	\$17.50
07-27-21	TJT	Preparation of e-mail to Judy Staley re Dell contract.	0.10	175.00	\$17.50
07-27-21	TJT	Receipt and review of e-mail from Judy Staley re Dell contract.	0.10	175.00	\$17.50
07-27-21	TJT	Receipt and review of e-mail from Judy Staley with Budget Workshop agenda and packet.	0.20	175.00	\$35.00
07-27-21	TJT	Receipt and review of e-mail from Renea Vincent re Habitat lot swap.	0.10	175.00	\$17.50
07-28-21	TJT	Receipt and review of e-mail from Renea Vincent re conditional use appeals.	0.10	175.00	\$17.50
07-28-21	TJT	Receipt and review of e-mails (2) from Pat McNeese re new agenda format and deadlines.	0.20	175.00	\$35.00
07-28-21	TJT	Preparation of e-mail to Judy Staley re new agenda format and deadlines.	0.10	175.00	\$17.50
07-28-21	TJT	Receipt and review of e-mails (3) from Judy Staley re new agenda format and deadlines.	0.40	175.00	\$70.00
07-28-21	TJT	Preparation of e-mail to Renea Vincent re conditional use appeals.	0.10	175.00	\$17.50
07-28-21	KRT	E-mail from Judy S. regarding change in start time for Budget Work Session on 7-30-21.	0.10	75.00	\$7.50
07-28-21	TJT	Review of new proposed BOC agenda and pc to Judy.	0.30	175.00	\$52.50
07-28-21	TJT	Review of Rules of Appellate Procedure for rule regulating appeals of conditional uses in order to respond to Renea V.	0.30	175.00	\$52.50

07-28-21	TJT	Return pc to Christine Cutita re: Manticos grave spaces at Cycadia Cemetery.	0.20	175.00	\$35.00
07-29-21	TJT	Receipt and review of e-mail from Tony Mannello re drainage easement legal language.	0.20	175.00	\$35.00
07-29-21	TJT	Preparation of e-mail to Renea Vincent re quasi judicial question.	0.10	175.00	\$17.50
07-29-21	TJT	Receipt and review of e-mail from Renea Vincent re quasi judicial question.	0.10	175.00	\$17.50
07-29-21	TJT	Receipt and review of e-mail from Teena Ross re Cycadia plots.	0.20	175.00	\$35.00
07-29-21	TJT	Receipt and review of e-mail from Pat McNeese re 401 Sunshine Drive.	0.10	175.00	\$17.50
07-29-21	TJT	Preparation of e-mail to Renea Vincent re Habitat land swap.	0.20	175.00	\$35.00
07-29-21	TJT	Phone call from Teena R. re: Manticos grave spaces at Cycadia Cemetery.	0.20	175.00	\$35.00
07-29-21	TJT	Review of city staffing and PCPAO records. Obtain deeds for Habitat land swap. Create list of things to do and issues. Open file.	0.80	175.00	\$140.00
07-29-21	TJT	Phone calls to/from Tony Mannello re: preparation of Easement.	0.30	175.00	\$52.50
07-29-21	TJT	Cursory review of budget documents.	0.50	175.00	\$87.50
07-29-21	TJT	Preparation for, travel to and attendance at BOC Budget meeting.	4.00	175.00	\$700.00
07-29-21	TJT	Review code and charter for voting requirements in order to answer question from Renea V.	0.30	175.00	\$52.50
07-30-21	TJT	Receipt and review of e-mail from Renea Vincent re Habitat land swap.	0.10	175.00	\$17.50
07-30-21	TJT	Receipt and review of e-mails (2) from Tony Mannello re Klosterman Bayou WMP.	0.20	175.00	\$35.00
07-30-21	TJT	Receipt and review of e-mail from Mike Kouskoutis re Oak Court.	0.10	175.00	\$17.50
07-30-21	TJT	Receipt and review of e-mail from Pat McNeese re Oak Court.	0.10	175.00	\$17.50
Services Subtotal:					\$14,390.00

Subtotal	\$14,390.00
Discount	\$8,390.00
Tax	\$0.00
Total	\$6,000.00
Payment	\$0.00
Balance Owing	\$6,000.00

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$6,000.00	+	\$6,000.00	-	\$6,000.00	=	\$6,000.00

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$6,000.00
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Kathy Tokos	KRT	1.70	75.00	\$127.50
Robert Eschenfelder	RME	6.70	175.00	\$1,172.50
Thomas J. Trask	TJT	74.80	175.00	\$13,090.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$6,000.00

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



T R A S K
DAIGNEAULT
LLP
ATTORNEYS

TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6160
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name:Hinton, Tina vs. City of Tarpon Springs

Services

Date	Atty	Description	Quantity	Rate	Total
07-14-21	TJT	Receipt and review of e-mail from Michele Manousos re public records request received.	0.10	175.00	\$17.50
07-14-21	TJT	Receipt and review of e-mail from Beth Hughes re public records request.	0.10	175.00	\$17.50
07-16-21	JD	Call with Beth Hughes re Hinton public records request. Review files for responsive documents, prepare same for production.	1.80	175.00	\$315.00
Services Subtotal:					\$350.00

Expenses

07-14-21	JT	PACER; Access to Court Electronic Records (6 Pages) 04/15/2021	1.00	0.60	\$0.60
Expenses Subtotal:					\$0.60

Subtotal	\$350.60
Tax	\$0.00
Total	\$350.60
Payment	\$0.00
Balance Owning	\$350.60

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$1.80	+	\$350.60	-	\$1.80	=	\$350.60

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$1.80
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Jay Daigneault	JD	1.80	175.00	\$315.00
Thomas J. Trask	TJT	0.20	175.00	\$35.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$350.60

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TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6161
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Save East Lake v. City of Tarpon Springs

Services

Date	Atty	Description	Quantity	Rate	Total
07-06-21	JD	Review docket and prepare work request re outstanding order.	0.20	175.00	\$35.00
07-20-21	TJT	Receipt and review of e-mail from Katie Cole re case progression.	0.10	175.00	\$17.50

Services Subtotal: \$52.50

Subtotal	\$52.50
Tax	\$0.00
Total	\$52.50
Payment	\$0.00
Balance Owing	\$52.50

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$70.00	+	\$52.50	-	\$70.00	=	\$52.50

Detailed Operating Retainer Summary

Previous Retainer Balance: \$0.00
Deposits Since Last Invoice: \$70.00
Remaining Retainer Balance: \$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Jay Daigneault	JD	0.20	175.00	\$35.00
Thomas J. Trask	TJT	0.10	175.00	\$17.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$52.50

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



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TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6158
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Concerned Citizens of TS/Tarpon Springs et al

Services

Date	Atty	Description	Quantity	Rate	Total
07-16-21	TJT	Receipt and review of e-mail from Jane Graham re Motion to Stay.	0.10	175.00	\$17.50
07-19-21	JD	Receive and review email from J. Graham re status of case in light of withdrawal of new application. Brief review of FRAP and respond to same.	0.30	175.00	\$52.50
07-19-21	TJT	Receipt and review of e-mail from Scott McLaren re objection to Motion.	0.10	175.00	\$17.50
07-21-21	TJT	Review Petitioner's Motion to Stay.	0.20	175.00	\$35.00
07-21-21	TJT	Review Petitioner's Appendix to Motion to Stay.	0.10	175.00	\$17.50

Services Subtotal: \$140.00

Subtotal	\$140.00
Tax	\$0.00
Total	\$140.00
Payment	\$0.00
Balance Owing	\$140.00

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$35.00	+	\$140.00	-	\$35.00	=	\$140.00

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$35.00
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Jay Daigneault	JD	0.30	175.00	\$52.50
Thomas J. Trask	TJT	0.50	175.00	\$87.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$140.00

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TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6159
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Durham, Elijah and Ashley and Durham Products and Services, LLC d/b/a Sol Burger vs. City of Tarpon Springs

Services

Date	Atty	Description	Quantity	Rate	Total
07-06-21	TJT	Review of Response to Motion for Temporary Injunction (re: Durham Food Truck litigation).	0.40	175.00	\$70.00

Services Subtotal: \$70.00

Subtotal	\$70.00
Tax	\$0.00
Total	\$70.00
Payment	\$0.00
Balance Owing	\$70.00

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$122.50	+	\$70.00	-	\$122.50	=	\$70.00

Detailed Operating Retainer Summary

Previous Retainer Balance: \$0.00
Deposits Since Last Invoice: \$122.50
Remaining Retainer Balance: \$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Thomas J. Trask	TJT	0.40	175.00	\$70.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$70.00

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6264
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/MLK Sewer Line Damage

Services

Date	Atty	Description	Quantity	Rate	Total
07-02-21	TJT	Receipt and review of e-mail from Paul Smith re MLK sewer.	0.30	175.00	\$52.50
07-06-21	TJT	Receipt and review of e-mail from Paul Smith re MLK sewer line damage.	0.20	175.00	\$35.00
07-09-21	TJT	Receipt and review of e-mail from Ray Page re Huey sewer break.	0.10	175.00	\$17.50
07-12-21	TJT	Phone call to Ray Page.	0.20	175.00	\$35.00
07-27-21	TJT	Receipt and review of e-mail from Nick Makris re MLK sewer repair route.	0.20	175.00	\$35.00
07-27-21	TJT	Receipt and review of e-mail from Kristin Stewart re MLK sewer repair route.	0.10	175.00	\$17.50

Services Subtotal: \$192.50

Subtotal	\$192.50
Tax	\$0.00
Total	\$192.50
Payment	\$0.00
Balance Owing	\$192.50

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$0.00	+	\$192.50	-	\$0.00	=	\$192.50

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$0.00
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Thomas J. Trask	TJT	1.10	175.00	\$192.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$192.50

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6162
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs vs. Beals, Barbara A.

Services

Date	Atty	Description	Quantity	Rate	Total
07-06-21	TJT	Preparation of e-mail to Mark LeCouris re Bellis affidavit.	0.10	175.00	\$17.50
07-06-21	TJT	Review of voicemail and prepare memo to file.	0.20	175.00	\$35.00
07-12-21	TJT	Preparation of e-mail to Thelma Bellis re affidavit to be signed.	0.10	175.00	\$17.50
07-13-21	TJT	Preparation of e-mail to Thelma Bellis re signing of Affidavit.	0.10	175.00	\$17.50
07-13-21	TJT	Receipt and review of e-mail from Thelma Bellis re signing of Affidavit.	0.10	175.00	\$17.50
07-19-21	TJT	Receipt and review of e-mail from Thelma Bellis re signing affidavit.	0.10	175.00	\$17.50
07-20-21	TJT	Preparation for, travel to and meeting with Ms. Bellis to obtain signature on deed.	1.50	175.00	\$262.50
07-21-21	TJT	Work on file to begin close out of final issues.	0.50	175.00	\$87.50
07-21-21	TJT	Receipt and review of e-mail from Beth Hughes re documents and case progression.	0.10	175.00	\$17.50
07-21-21	TJT	Receipt and review of e-mail from Renea Vincent re Habitat purchase.	0.10	175.00	\$17.50
07-21-21	TJT	Preparation of e-mail to Mark LeCouris and Beth Hughes re documents and case progression.	0.20	175.00	\$35.00

07-21-21	TJT	Receipt and review of e-mails (3) from Ron Haring re payment of taxes on property.	0.30	175.00	\$52.50
07-21-21	TJT	Preparation of e-mail to City Commission re Deed in Lieu of Foreclosure and plan for property/case progression.	0.20	175.00	\$35.00
07-21-21	TJT	Preparation of e-mail to Ron Haring re payment of taxes on property.	0.10	175.00	\$17.50
07-22-21	TJT	Receipt and review of e-mail from Ron Haring re payment of taxes.	0.10	175.00	\$17.50
07-27-21	TJT	Preparation of e-mail to Ron Haring re ISPC payoff.	0.10	175.00	\$17.50
Services Subtotal:					\$682.50

Expenses

07-22-21	JT	E-Recording - Deed in Lieu of Foreclosure	1.00	823.30	\$823.30
Expenses Subtotal:					\$823.30

Subtotal	\$1,505.80
Tax	\$0.00
Total	\$1,505.80
Payment	\$0.00
Balance Owning	\$1,505.80

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$245.00	+	\$1,505.80	-	\$245.00	=	\$1,505.80

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$245.00
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Thomas J. Trask	TJT	3.90	175.00	\$682.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$1,505.80

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



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 ATTORNEYS

TIN: 59-3642714

INVOICE

Trask Daigneault LLP
 1001 S. Fort Harrison Ave., Suite 201
 Clearwater, FL 33756

Invoice #: 6171
 Date: 08-02-2021
 Due On: 08-31-2021

City of Tarpon Springs
 Att: Judy Staley
 City Manager's Office P.O. Box 5004
 Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/Rabner adv. Specialized Loan

Services

Date	Atty	Description	Quantity	Rate	Total
07-13-21	TJT	Review Certificate of Title.	0.10	175.00	\$17.50
07-13-21	TJT	Review Certificate of Disbursements.	0.10	175.00	\$17.50

Services Subtotal: \$35.00

Subtotal	\$35.00
Tax	\$0.00
Total	\$35.00
Payment	\$0.00
Balance Owing	\$35.00

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$35.00	+	\$35.00	-	\$35.00	=	\$35.00

Detailed Operating Retainer Summary

Previous Retainer Balance: \$0.00
Deposits Since Last Invoice: \$35.00
Remaining Retainer Balance: \$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Thomas J. Trask	TJT	0.20	175.00	\$35.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$35.00

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 A T T O R N E Y S

TIN: 59-3642714

INVOICE

Trask Daigneault LLP
 1001 S. Fort Harrison Ave., Suite 201
 Clearwater, FL 33756

Invoice #: 6167
 Date: 08-02-2021
 Due On: 08-31-2021

City of Tarpon Springs
 Att: Judy Staley
 City Manager's Office P.O. Box 5004
 Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/General

Services

Date	Atty	Description	Quantity	Rate	Total
07-01-21	TJT	Return pc to Comm. Donovan re: Meres Crossing lawsuit.	0.10	175.00	\$17.50
07-01-21	TJT	Preparation for, travel to and attendance at Executive Session on Meres Crossing case.	2.00	175.00	\$350.00
07-26-21	TJT	Address Bobbie Cole's concern re: NPC bankruptcy.	0.10	175.00	\$17.50
07-26-21	KRT	E-mail to Bobbie C. regarding Tom's review of (encrypted) e-mail from Pizza Hut re: NPC Bankruptcy.	0.10	75.00	\$7.50

Services Subtotal: \$392.50

Subtotal	\$392.50
Tax	\$0.00
Total	\$392.50
Payment	\$0.00
Balance Owing	\$392.50

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$92.50	+	\$392.50	-	\$92.50	=	\$392.50

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$92.50
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Kathy Tokos	KRT	0.10	75.00	\$7.50
Thomas J. Trask	TJT	2.20	175.00	\$385.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$392.50

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



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TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6166
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/Code Enforcement Matters

Services

Date	Atty	Description	Quantity	Rate	Total
07-13-21	KRT	Record in Official Records - Release of CEB Liens on vacant land at Island Drive (GSD Investments, LLC)	0.30	75.00	\$22.50
07-13-21	KRT	E-mail to David Banther, Anclote Title, Mark L., Beth H., Brian D., Bobbie C. and Irene J. providing recorded Release of CEB Liens for vacant lot on Island Drive (GSD Investments, LLC).	0.10	75.00	\$7.50
07-14-21	TJT	Prepare and send letter to Anclote Title providing original and recorded copy of Release of CEB Liens on vacant land at Island Drive (GSD Investments, LLC).	0.30	175.00	\$52.50
07-15-21	TJT	Phone call from Beth Hughes.	0.10	175.00	\$17.50
07-22-21	TJT	Review of materials on 1145 Riveredge and pc to Beth Hughes.	0.40	175.00	\$70.00
07-22-21	TJT	Review of abatement code to respond to email from Beth Hughes.	0.10	175.00	\$17.50
07-22-21	TJT	Receipt and review of e-mail from Beth Hughes re 1145 Riveredge.	0.10	175.00	\$17.50
07-22-21	TJT	Receipt and review of e-mail from Beth Hughes re abatements.	0.10	175.00	\$17.50
07-30-21	TJT	Receipt and review of e-mail from Beth Hughes re 107 East Park Street.	0.20	175.00	\$35.00
07-30-21	KRT	E-mail to Bobbie C. requesting payoff for re 107 East Park Street (Hinton).	0.10	75.00	\$7.50

Services Subtotal: \$265.00

Expenses

07-13-21	JT	E-Recording - Vacant Land at Island Drive (GSD Investments LLC) ROL	1.00	14.50	\$14.50
07-14-21	TJT	Photocopies - Letter to Anclote Title enc. Release of CEB Liens on vacant land at Island Drive (GSD Investments, LLC)	3.00	0.20	\$0.60
07-14-21	TJT	Postage - Letter to Anclote Title enc. Release of CEB Liens on vacant land at Island Drive (GSD Investments, LLC)	1.00	0.51	\$0.51
Expenses Subtotal:					\$15.61

Subtotal	\$280.61
Tax	\$0.00
Total	\$280.61
Payment	\$0.00
Balance Owing	\$280.61

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$1,818.11	+	\$280.61	-	\$1,818.11	=	\$280.61

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$1,818.11
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Kathy Tokos	KRT	0.50	75.00	\$37.50
Thomas J. Trask	TJT	1.30	175.00	\$227.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$280.61

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6170
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/Planning & Zoning

Services

Date	Atty	Description	Quantity	Rate	Total
07-14-21	EFA	Receipt and review of email from Patricia McNeese with attached agenda packet for upcoming Planning and Zoning meeting.	0.60	175.00	\$105.00
07-14-21	TJT	Receipt and review of e-mail from Pat McNeese with agenda and packet.	0.20	175.00	\$35.00
07-19-21	EFA	Preparation for, travel to and from, and attendance at the regular meeting of the Planning and Zoning Board.	4.10	175.00	\$717.50
07-23-21	EFA	Receipt and review of email from Patricia McNeese with attached planning training materials from first module.	0.30	175.00	\$52.50

Services Subtotal: \$910.00

Subtotal	\$910.00
Tax	\$0.00
Total	\$910.00
Payment	\$0.00
Balance Owing	\$910.00

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$822.50	+	\$910.00	-	\$822.50	=	\$910.00

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$822.50
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Erica Augello	EFA	5.00	175.00	\$875.00
Thomas J. Trask	TJT	0.20	175.00	\$35.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$910.00

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



T R A S K
DAIGNEAULT
LLP
ATTORNEYS

TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6168
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/Heritage Preservation Board

Services

Date	Atty	Description	Quantity	Rate	Total
07-02-21	TJT	Receipt and review of e-mail from Pat McNeese re member search.	0.10	175.00	\$17.50
07-02-21	EFA	Receipt and review of email from Pat McNeese regarding board members.	0.10	175.00	\$17.50
07-07-21	TJT	Receipt and review of e-mail from Pat McNeese with July 12 agenda and packet.	0.20	175.00	\$35.00
07-07-21	EFA	Receipt and review of email from Pat McNeese with attached agenda packet.	1.00	175.00	\$175.00
07-12-21	EFA	Preparation for, travel to and from, and attendance at the regular meeting of the Heritage Preservation Board.	4.10	175.00	\$717.50
07-20-21	EFA	Receipt and review of email from Patricia McNeese regarding CLG training.	0.10	175.00	\$17.50
07-27-21	EFA	Receipt and review of email from Pat McNeese with attached upcoming agenda packet for the Heritage Preservation Board.	0.30	175.00	\$52.50
07-27-21	TJT	Receipt and review of e-mail from Pat McNeese re agenda and packet.	0.20	175.00	\$35.00

Services Subtotal: \$1,067.50

Subtotal	\$1,067.50
Tax	\$0.00
Total	\$1,067.50
Payment	\$0.00
Balance Owning	\$1,067.50

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$752.50	+	\$1,067.50	-	\$752.50	=	\$1,067.50

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$752.50
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Erica Augello	EFA	5.60	175.00	\$980.00
Thomas J. Trask	TJT	0.50	175.00	\$87.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$1,067.50

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6165
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/Board of Adjustment

Services

Date	Atty	Description	Quantity	Rate	Total
07-22-21	EFA	Receipt and review of email from Kim Yothers with attached agenda for the upcoming meeting of the Board of Adjustment.	0.70	175.00	\$122.50
07-22-21	TJT	Receipt and review of e-mail from Kim Yothers with agenda and packet.	0.20	175.00	\$35.00
07-28-21	EFA	Preparation for, travel to and from, and attendance at the regular meeting of the Board of Adjustment.	3.50	175.00	\$612.50
07-29-21	EFA	Receipt and review of emails from Patricia McNeese and Pete Mastrovasilis regarding appeal of variance decision; conduct code research; respond to same.	0.60	175.00	\$105.00

Services Subtotal: \$875.00

Subtotal	\$875.00
Tax	\$0.00
Total	\$875.00
Payment	\$0.00
Balance Owing	\$875.00

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$577.50	+	\$875.00	-	\$577.50	=	\$875.00

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$577.50
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Erica Augello	EFA	4.80	175.00	\$840.00
Thomas J. Trask	TJT	0.20	175.00	\$35.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$875.00

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



T R A S K
DAIGNEAULT
LLP
ATTORNEYS

TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6164
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/ Return of Property

Services

Date	Atty	Description	Quantity	Rate	Total
07-21-21	EFA	Receipt and review of email from State Attorney.	0.10	175.00	\$17.50
07-26-21	EFA	Draft and preparation of email to State Attorney; receipt and review of response to same.	0.20	175.00	\$35.00

Services Subtotal: \$52.50

Subtotal	\$52.50
Tax	\$0.00
Total	\$52.50
Payment	\$0.00
Balance Owing	\$52.50

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$70.00	+	\$52.50	-	\$70.00	=	\$52.50

Detailed Operating Retainer Summary

Previous Retainer Balance: \$0.00
Deposits Since Last Invoice: \$70.00
Remaining Retainer Balance: \$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Erica Augello	EFA	0.30	175.00	\$52.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$52.50

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



T R A S K
DAIGNEAULT
LLP
ATTORNEYS

TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6172
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/Rebecca Vares-Ebert

Services

Date	Atty	Description	Quantity	Rate	Total
07-22-21	RME	Receive request from Ms. Hughes for status update; draft email to Ms. Hughes outlining where we are, my strategy for moving forward, and what I will need from staff in terms of affidavits.	0.30	175.00	\$52.50

Services Subtotal: \$52.50

Subtotal	\$52.50
Tax	\$0.00
Total	\$52.50
Payment	\$0.00
Balance Owing	\$52.50

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$452.50	+	\$52.50	-	\$452.50	=	\$52.50

Detailed Operating Retainer Summary

Previous Retainer Balance: \$0.00
Deposits Since Last Invoice: \$452.50
Remaining Retainer Balance: \$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Robert Eschenfelder	RME	0.30	175.00	\$52.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$52.50

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.



T R A S K
DAIGNEAULT
LLP
ATTORNEYS

TIN: 59-3642714

INVOICE

Trask Daigneault LLP
1001 S. Fort Harrison Ave., Suite 201
Clearwater, FL 33756

Invoice #: 6163
Date: 08-02-2021
Due On: 08-31-2021

City of Tarpon Springs
Att: Judy Staley
City Manager's Office P.O. Box 5004
Tarpon Springs, FL 34688-5004

Matter Name: Tarpon Springs/ Procurement Documents Revision

Services

Date	Atty	Description	Quantity	Rate	Total
07-11-21	RME	Draft recommended new provisions for the City's front end documents and contract templates and send to City staff for future use.	1.50	175.00	\$262.50

Services Subtotal: \$262.50

Subtotal	\$262.50
Tax	\$0.00
Total	\$262.50
Payment	\$0.00
Balance Owing	\$262.50

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$2,467.50	+	\$262.50	-	\$2,467.50	=	\$262.50

Detailed Operating Retainer Summary

Previous Retainer Balance: \$0.00
Deposits Since Last Invoice: \$2,467.50
Remaining Retainer Balance: \$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Robert Eschenfelder	RME	1.50	175.00	\$262.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$12,320.51

Total Matter Balance \$262.50

Please make all amounts payable to: Trask Daigneault, LLP, and include invoice number(s) on check. Thank you.

INVOICE

Johnson Jackson PLLC
100 N Tampa St, Suite 2310
Tampa, FL 33602

Invoice #: 8221
Date: 08-11-2021
Due On: 09-10-2021

City of Tarpon Springs
324 E Pine Street Tarpon Springs
Tarpon Springs, FL 34689

Matter Number:0010.0001 City of Tarpon Springs/General

Services

Date	TK	Description	Hours	Rate	Total
07-15-21	EGJ	Phone conference with Sgt. Trill regarding IA	0.30	165.00	\$49.50
07-15-21	EGJ	Review correspondence from Chief Jeff Young	0.20	165.00	\$33.00
07-15-21	EGJ	Phone conference with Sgt. Miller	0.20	165.00	\$33.00
07-22-21	EGJ	Exchange correspondence	0.20	165.00	\$33.00
07-29-21	EGJ	Review correspondence from Jeff Young	0.20	165.00	\$33.00
07-30-21	EGJ	Review correspondence from Chief Jeff Young	0.10	165.00	\$16.50

Services Subtotal: \$198.00

Total Invoice Due: \$198.00

Please make all amounts payable to: Johnson Jackson PLLC
TAX ID: 82-0921194



**Public Works Department
Office of the Director**

Tom Funcheon
Public Works Director

To: Mayor and Board of Commissioners

From: Tom Funcheon, Public Works Director

Date: August 24, 2021

Subject: Special Event – Tarpon Springs High School
Homecoming Parade
September 24, 2021

Recommendation:

That the Mayor and Board of Commissioners approve the Tarpon Springs High Schools' special event application for the "Homecoming Parade" on Friday, September 24, 2021, and the temporary closure of Levis Ave. (Lemon St. to Tarpon Ave.), Tarpon Ave., (Levis Ave. to Pinellas Ave.), Pinellas Ave., (Tarpon Ave. to MLK Jr. Dr.) and W. MLK Jr. Dr. (see attached).

If a change in the event date is necessary due to inclement weather, the City Manager will authorize/designate a rain date.

Background:

This event has been approved by the Special Events Review Committee based on previous years' events.

The line-up will begin at 4:30 p.m. behind Vinson's Funeral Home and the parade will end at W. MLK Jr. Dr. at approximately 6:00 p.m. The Tarpon Springs Police Department has approved the route.

All set-up and clean-up will be the event sponsor's, (Tarpon Springs High School) responsibility.

It is understood that in order for the Sponsor to receive a permit to proceed, he/she must comply with the following:

- A Certificate of Insurance in the amount of \$1,000,000 naming the City as an "additional insured".
- Payment of fees and deposit.

Approval of this event authorizes the sponsor/user the use of City property for said special event with the understanding that they must operate and carry out the needs and functions of the event within the confines and requirements established and approved by the Special Events Committee, the B.O.C and the sponsor's application on record.

City of Tarpon Springs
Application for Special Events

Event Information:

Date of Application: August 2, 2021
Name of Event: Tarpon Springs High Homecoming Parade
Date(s) of Event: September 24, 2021
Alternate Date(s): _____
Hours of Event: 4:30 pm for line up - Parade 5:00 pm to 6:00 pm
Set up/break down time needed: _____
Type/Purpose of Event: Homecoming Parade

Location of Event (include map for parade/procession routes with assembly and disband points): Line up will be behind Vinson's Funeral Home on Lemon St. turn left on Lewis Ave. Turn left on Tarpon Ave to Pinellas Ave and turn left. At Martin Luther King turn right. Proceed to Tarpon Springs High.

If Closure of a City Parking is needed, please check: Mother Meres Tarpon Ave. Orange St. Court/Lemon
Other: _____

Disposition of Proceeds: n/a

Applicant Information:

Name of Organization: Tarpon Springs High School
Registered Nonprofit Org.: Yes No
Organizations Address: 1411 Gulf Road, Tarpon Springs FL 34689
Individual to Contact: Dee Deal (Telephone #) 727-514-1000 (email) deed@psrb.org
Alternative Contact: Leza Fatolitis (Telephone #) 727-943-4900 (email) fatolitisl@psrb.org

General Information:

Number of Vendors: _____ (Sponsor is required to keep a list of vendors, and must be able to produce upon request.)
Location for Designated Vendor Parking (Please complete Vendor Designated Parking Form and attach to application): _____
Approximate Number of Attendees: _____ Entrance Fee: \$ _____
Location for Attendee Parking: City Lots
Will Private Security be Provided: Yes No Name of Private Company: _____
Will the Following be Provided: Traffic Control: Yes No Crowd Control: Yes No

Will Music be Provided: Yes No Hours of Play: _____ Band: DJ: Other: _____
 Type & Location of Toilet Facilities: _____
 Tent or Other Structure: Yes No Type of Structure: _____
 How will Structure be Secured: _____
 Solid Waste Collection/Disposal: Yes No Dumpster: Rolloff: Other: _____
 If parade # of: Participants 50 Animals _____ Floats 5 Bands 1 Other Banners 5-8 Cars 10
 Amusement/Carnival Rides: Yes No Name of Company Providing Rides: _____
 Types of Rides: _____ Is Diagram of Layout Attached: Yes No

Will Food/Beverages be Served: Yes No Cooked on Site: Catered: Sold: Given Away:
 Will Alcoholic Beverages be Served: Yes No Type of Alcoholic Beverages: _____

Event Sponsor is responsible to ensure that all food/alcohol vendors have all necessary licenses as required by the Department of Business and Professional Regulations, Division of Hotels & Restaurants and/or Division of Alcohol and Tobacco, Department of Health, Environmental Health Division or any other applicable State Agency.

Equipment/Miscellaneous (please check if needed):

Barricades: How many: Police normally set up
 Cones: How many: _____
 Portable Stage: Location: _____
 Electricity Needed: Where: _____
 Public Restrooms: Hours of Opening/Closing: _____
 Street Banners: Locations: _____
 Additional City Trash Cans:
 Directional Parking Signs: Locations: _____
 Other: _____

Is a check made payable to the City of Tarpon Springs for the Application Fee & Deposit Attached: Yes No
 If not, when will it be sent: August 10, 2021

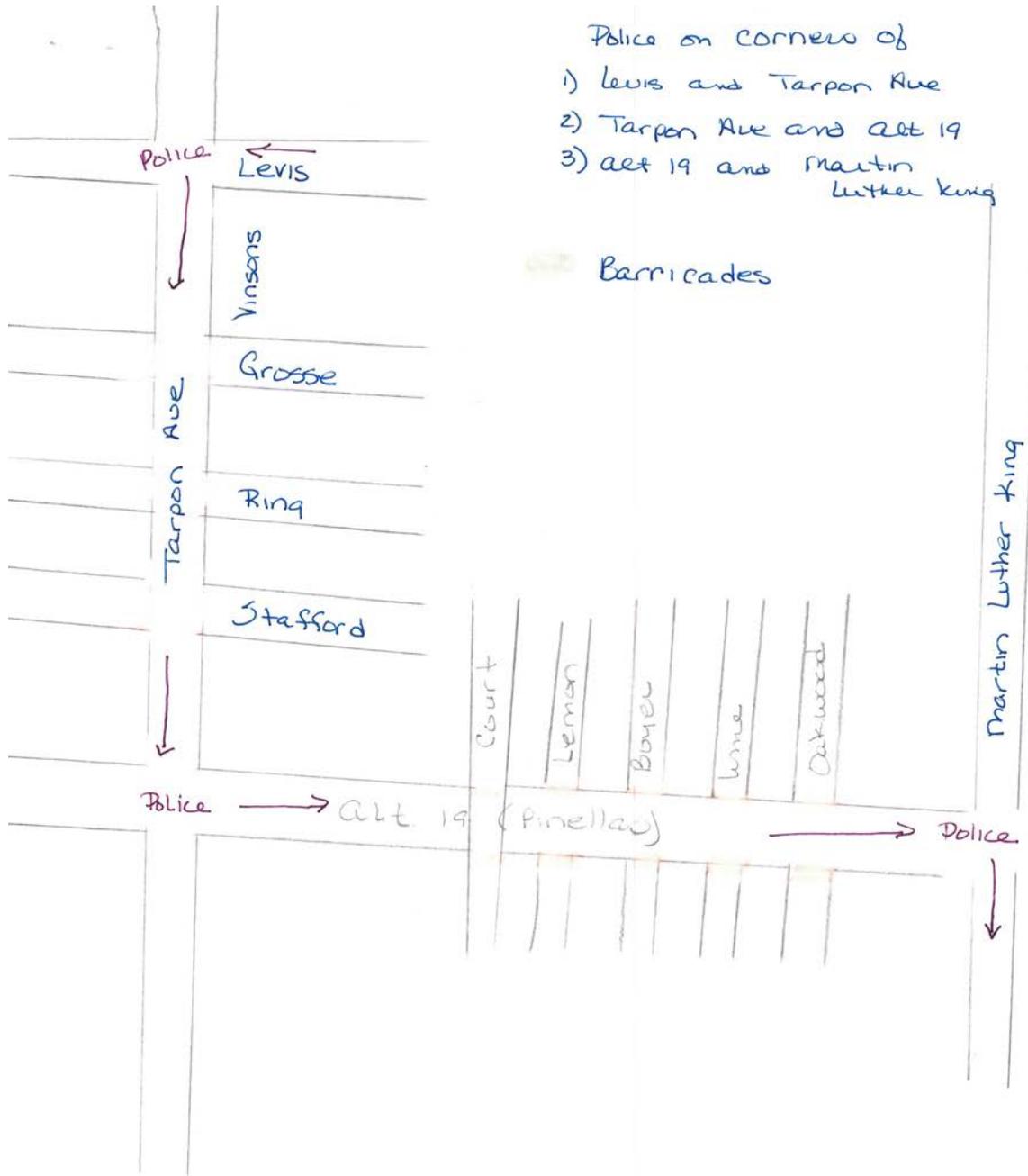
Is the Certificate of Insurance Attached: Yes No If not, when will it be sent: August 10, 2021

I (we) agree that it is my (our) responsibility to cleanup after the conclusion of the special event: Yes No

I (we) have read and completed this application and it is true and correct to the best of my (our) knowledge; I (we) have read the general instructions for this application and the City of Tarpon Springs Ordinance #88-25 and agree to conform with the provisions as set forth therein. I (we) understand that knowingly providing false information on the application shall automatically void the application and cancel the event.

[Signature]
 Signature of Applicant

8-3-2021
 Date





**Public Works Department
Office of the Director**

Tom Funcheon
Public Works Director

To: Mayor and Board of Commissioners

From: Tom Funcheon, Public Works Director

Date: August 24, 2021

Subject: Special Event – Tarpon Springs Band Boosters
Outdoor Music Festival
October 23, 2021

Recommendation:

That the Mayor and Board of Commissioners approve the Tarpon Springs Band Boosters special event application for the “Outdoor Music Festival” on October 23, 2021

Background:

This event has been approved by the Special Events Review Committee based on previous years’ event.

While the actual event will be held at Tarpon Springs High School, it will be necessary based on the Police Departments input to close one lane (east bound) of Gulf Rd. between Florida Ave. to Glades from 10:00 a.m. to 11:00 p.m. so that buses and students may safely enter the event.

Area homes will be notified by the event sponsor, and the Police Department will allow them to enter/exit their homes.

It is understood that in order for the Sponsor to receive a permit to proceed, he/she must comply with the following:

- A Certificate of Insurance in the amount of \$1,000,000 naming the City as an “additional insured”.
- Payment of fees and deposit.

Approval of this event authorizes the sponsor/user the use of City property for said special event with the understanding that they must operate and carry out the needs and functions of the event within the confines and requirements established and approved by the Special Events Committee, the B.O.C and the sponsor’s application on record.

**City of Tarpon Springs
Application for Special Events**

Event Information:

Date of Application: 8/11/2021
Name of Event: TARPON SPRINGS OUTDOOR MUSIC FESTIVAL
Date(s) of Event: 10/23/2021
Alternate Date(s): N/A
Hours of Event: 10 AM - 11 PM
Set up/break down time needed: 2 HOURS BEFORE & 2 HOURS AFTER
Type/Purpose of Event: MARCHING BAND COMPETITION HOSTED BY TARPON SPRINGS
LEADERSHIP CONSERVATORY OF THE ARTS

Location of Event (include map for parade/procession routes with assembly and disband points): TARPON SPRINGS
HIGH SCHOOL - ROAD CLOSURE OF GULF ROAD FROM
FLORIDA AVE TO GLADES AVE

If Closure of a City Parking is needed, please check: Mother Meres Tarpon Ave. Orange St. Court/Lemon
Other: N/A

Disposition of Proceeds: _____

Applicant Information:

Name of Organization: TARPON SPRINGS BAND BOOSTERS
Registered Nonprofit Org.: Yes No
Organizations Address: 1411 GULF ROAD, TARPON SPRINGS, FL 34689
Individual to Contact: Bob Cliff (Telephone #) (727) 804-6592 (email) Chiefcliff@aol.com
Alternative Contact: JULIE ANNIS (Telephone #) (813) 650-4737 (email) julie.annis@tarponspringsband.com

General Information:

Number of Vendors: 10 (Sponsor is required to keep a list of vendors, and must be able to produce upon request.)
Location for Designated Vendor Parking (Please complete Vendor Designated Parking Form and attach to application): TSHS
Approximate Number of Attendees: 2000 Entrance Fee: \$ 10.00
Location for Attendee Parking: TARPON SPRINGS HIGH SCHOOL AND TARPON SPRINGS MIDDLE SCHOOL
Will Private Security be Provided: Yes No Name of Private Company: _____
Will the Following be Provided: Traffic Control: Yes No Crowd Control: Yes No

Will Music be Provided: Yes No Hours of Play: 2 PM - 10 PM Band: DJ: Other: _____
 Type & Location of Toilet Facilities: ON CAMPUS
 Tent or Other Structure: Yes No Type of Structure: _____
 How will Structure be Secured: _____
 Solid Waste Collection/Disposal: Yes No Dumpster: Rolloff: Other: _____
 If parade # of: Participants 0 Animals _____ Floats _____ Bands _____ Other _____
 Amusement/Carnival Rides: Yes No Name of Company Providing Rides: _____
 Types of Rides: _____ Is Diagram of Layout Attached: Yes No

Will Food/Beverages be Served: Yes No Cooked on Site: Catered: Sold: Given Away:
 Will Alcoholic Beverages be Served: Yes No Type of Alcoholic Beverages: _____

Event Sponsor is responsible to ensure that all food/alcohol vendors have all necessary licenses as required by the Department of Business and Professional Regulations, Division of Hotels & Restaurants and/or Division of Alcohol and Tobacco, Department of Health, Environmental Health Division or any other applicable State Agency.

Equipment/Miscellaneous (please check if needed):

Barricades: How many: 20
 Cones: How many: 100
 Portable Stage: Location: _____
 Electricity Needed: Where: _____
 Public Restrooms: Hours of Opening/Closing: _____
 Street Banners: Locations: GULF ROAD & FULDA - GULF ROAD & GUIDES
 Additional City Trash Cans:
 Directional Parking Signs: Locations: _____
 Other: _____

Is a check made payable to the City of Tarpon Springs for the Application Fee & Deposit Attached: Yes No
 If not, when will it be sent: _____

Is the Certificate of Insurance Attached: Yes No If not, when will it be sent: 9/11/2021

I (we) agree that it is my (our) responsibility to cleanup after the conclusion of the special event: Yes No

I (we) have read and completed this application and it is true and correct to the best of my (our) knowledge; I (we) have read the general instructions for this application and the City of Tarpon Springs Ordinance #88-25 and agree to conform with the provisions as set forth therein. I (we) understand that knowingly providing false information on the application shall automatically void the application and cancel the event.

[Signature]
 Signature of Applicant

8/11/2021
 Date

LICENSE AGREEMENT

THIS LICENSE AGREEMENT (“License”) is made and entered into as of the 10th day of August, 2021 between JULIE MARCUS, Supervisor of Elections, Pinellas County, Florida, hereinafter referred to as “Licensee”, and the City of Tarpon Springs, Pinellas County, Florida, hereinafter referred to as “Licensor.”

WITNESSETH:

1. **PREMISES.** Licensor hereby grants to Licensee the right to use of portions of the following described properties to establish a branch Supervisor of Elections office for the limited purposes set forth herein:

- Tarpon Springs Public Library
138 E Lemon St,
Tarpon Springs, FL 34689

2. **USE.** Licensee shall utilize the Premises for the establishment of a branch Supervisor of Elections’ office (“branch office”). The branch office shall be specifically limited to use as a mail ballot drop off site. The owner, operator, or lessee of the property on which a ballot drop off site is located, or an agent or employee thereof, may not prohibit the solicitation of voters outside the 150’ no-solicitation zone during ballot drop off hours. The ballot drop off site shall be an area within (inside) the Premises near the main entrance. The drop off site shall be in an area easily accessible and visible to voters. The Licensor agree to allow the Licensee to display/store a ballot box, small table and 2 chairs. The Licensor agrees to provide air conditioning and rest room access for Licensee’s agents. The Licensor agrees to provide the Premises as a ballot

drop off location for the following specific dates and times:

August 23, 2022 Primary Election
August 13 – August 21, 2022
Monday – Saturday 10 AM - 5 PM

November 8, 2022 General Election
October 24 – November 6, 2022
Monday – Saturday 10 AM – 5 PM

The Licensor agrees to provide access to the ballot drop off premises by Licensee's agents 15 minutes prior to/after the times set forth above. The Licensor agree to provide access to the ballot drop off site by our Licensee's agents for delivery/pick up of the ballot drop off box the Thursday or Friday before the beginning date above and the Wednesday or Thursday following the end date above (between 10 a.m. – 5 p.m.).

3. **IMPROVEMENTS AND MAINTENANCE.** Licensee shall make no permanent or structural changes or alterations to the Premises or any part thereof.

4. **TERM AND TERMINATION.** The initial term of this License shall commence on August 13, 2022 and terminate on August 21, 2022. The subsequent term of this License shall commence on October 24, 2022 and terminate on November 6, 2022.

LICENSE FEE. As consideration for the use of the Premises as a branch Supervisor of Elections office, Licensee agrees to pay Licensor a total sum of \$100, the receipt and sufficiency of which is hereby acknowledged by the Parties.

6. **SIGNS.** No permanent signage of any kind shall be permitted by Licensee on the Premises.

7. **ASSIGNMENT.** Licensee shall not assign or sublicense this License or any rights granted hereunder without the prior written consent of Licensor.

8. **OBSERVANCE OF LAWS.** Licensee agrees to observe and comply with all laws, rules, requirements, orders, directives, codes, ordinances and regulations of any and all

government authorities or agencies with legal jurisdiction regarding the use or occupancy of the Premises during the term of this License.

9. **AMENDMENT OF THE LICENSE.** This License may be amended only by mutual written agreement of the parties hereto.

10. **CONTACT INFORMATION.**

A. For Licensors:

First Contact: Cari Rupkalvis 727-943-4922 ext. 6012
Library-related inquires

Second Contact: Judy Staley, 727-938-3711 ext. 2275
City-related inquires

B. For Licensee:

- Jeff Mendes, 464-6110, 420-1445 (cell), jmendes@votepinellas.com
- Linda Cahill 464-6110, 408-1937 (cell), lcahill@votepinellas.com

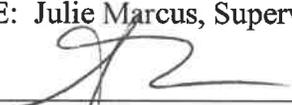
Contact if an employee *mistakenly* accepts a ballot and/or you find ballots in your drop boxes and we will send an agent to pick them up

- Alexandra Pena-Rosado, 464-6108, 305-431-6441 (cell)
apenarosado@votepinellas.com

IN WITNESS WHEREOF, the parties have executed this License Agreement as of the date set out above.

WITNESSES:

LICENSEE: Julie Marcus, Supervisor of Elections

By: 
Print Name Alexandra Pena-Rosado
Print Title Elections Administrator

WITNESSES:

LICENSOR: City of Tarpon Springs

By: _____
Print Name _____
Print Title _____



MEMORANDUM

To: Mayor and Board of Commissioners

From: Renea Vincent, Planning Director

Through: Mark LeCouris, City Manager

Date: BOC Regular Session August 24, 2021

Subject: **Consent Agenda: Modification to Agreement for Services with USF for Strategic Planning**

Background:

On June 17, 2021, the Board of Commissioners approved an Agreement for Professional Services with USF to conduct a Strategic Planning Process for the City. USF has requested a change to the contract concerning limits of insurance liability. This proposed change is shown on page three of the attached approved agreement (red strike-through). Attorney Trask has reviewed this requested change and responded with no concerns.

Recommendation:

Authorize execution of amendment to the "Agreement for Professional Services" with USF.

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement (“**Agreement**”) is made and entered into on this 22nd day of June, 2021, (the “**Effective Date**”) by and between the City of Tarpon Springs, a Florida municipal corporation (the “**City**”) and the University of South Florida, Board of Trustees, a public body corporate, for its Florida Institute of Government (the “**Institute**” or “**USF**”) for professional services as more particularly described herein. For and in consideration of the mutual promises, covenants, and obligations contained herein, the said parties do agree as follows:

I. PERIOD OF PERFORMANCE

The period of performance under this Agreement shall begin upon the Effective Date and will end on or before Sept 30, 2023 unless extended by a modification of this Agreement. Such modification shall be in writing and signed by all parties to this Agreement.

II. WORK PLAN / PROJECT ADMINISTRATION

The Institute’s responsibilities under this Agreement are to complete a strategic participatory planning process that engages residents on developing a vision for the future of the city. The strategic planning process includes the following deliverables: Kick Off and Work Plan Refinement; Individual/Group Stakeholder Interviews; Communications Outreach; Community Forums; Resident Feedback Survey; Employee Survey; Employee Focus Group; Leadership Forum I; Leadership Forum II; Final Report and facilitation of the Implementation Plan more particularly described on Exhibit A attached hereto and made apart hereof (the “**Scope of Work**”).

The City’s representative/liaison during the term of this Agreement, unless the Institute is provided written notice otherwise, shall be:

- 1) Mark LeCouris, City Manager
City of Tarpon Springs, FL
324 E. Pine Street
Tarpon Springs, FL 34689

The Institute’s representative/liaison during the term of this Agreement, unless the City is provided written notice otherwise, shall be:

- 1) Angela Crist, Director
Florida Institute of Government
University of South Florida, SOC107
4202 E. Fowler Avenue,
Tampa, FL 33620-7900

Direct # 813-857-8801
acrist@usf.edu

III. ALLOCATION OF FUNDS

The City agrees to compensate the Institute on a fixed price basis, for an amount not to exceed \$ 144,450, as more particularly set forth in Exhibit A attached hereto and made a part herewith. It is further agreed that all invoices should contain an original signature of an authorized official of the Institute and should be sent to the City representative/liaison for approval (see Article II for the address).

IV. INDEPENDENT CONTRACTOR

By this Agreement the parties intend to establish between them the relationship of mutually independent contractors. Each party and the officers, employees, agents, subcontractors, or other contractors thereof shall not be deemed by virtue of the Agreement to be the officers, agents, or employees of the other party. Each party assumes the risk of all liability arising from its respective activities pursuant to this Agreement and from the acts or omissions of its respective officers, agents and employees.

V. INTELLECTUAL PROPERTY

Intellectual property that is created and/or developed under this Agreement by Institute employees shall be assigned to the Institute and protected by the Institute pursuant to applicable Institute Rules and Policies. Intellectual property that is created and/or developed under this Agreement by City employees shall be assigned to the City and protected by the City pursuant to its Rules and Policies. Intellectual property that is created and/or developed under this Agreement jointly by Institute and the City employees shall be jointly owned by the Institute and the City. Any intellectual property that is conceived and/or reduced to practice during the term of this agreement by Institute and/or City employees working on this project shall be presumed to have been created and/or developed under this Agreement. City shall have an option to acquire a license in Institute's rights in such intellectual property on mutually agreed terms.

With respect to any invention developed with the use of Federal funding in which the Institute retains or is assigned title hereunder, the Federal Government shall have a nonexclusive, nontransferable, irrevocable, paid-up license to practice or have practiced for or on behalf of the United States the subject invention throughout the world.

VI. TERMINATION

This Agreement may be canceled by the City or the Institute upon no less than thirty (30) days notice, with or without cause; notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. In case of cancellation, only the percent of satisfactory progress actually achieved to the date of cancellation will be due and payable to the Institute.

In the event that the Institute's project director becomes unable or unwilling to continue the project activities hereunder, and a mutually acceptable substitute is not available, Institute shall have the option to cancel this Agreement.

VII. DELEGATION OF AUTHORITY

This Agreement is valid and enforceable only upon being signed by persons authorized to bind the City and the Institute hereto.

VIII. GOVERNING LAW

This Agreement shall be governed by and construed under the laws of Florida.

IX. INSURANCE

The Institute warrants and represents that it has adequate liability insurance, such protection being applicable to officers, employees, and agents while acting within the scope of their employment, and the Institute has no liability insurance policy as such that can extend protection to any other person. Each party hereby assumes any and all risks of personal injury and property damage attributable to the negligent acts or omissions of that party and the officers, employees and agents thereof.

Faculty and staff of USF are provided with comprehensive general liability insurance pursuant to the terms and limitations of Florida Statute 768.28 and Florida Statute Chapter 284 Part II. USF agrees, to the extent of its waiver of sovereign immunity under section 768.28, Florida Statutes, to be responsible for actual damages arising out of its conduct hereunder that are attributable to the negligent acts or omissions of USF, its officers, agents, and employees while acting within the scope of their employment by USF. This statement shall not be construed or interpreted as consent by USF to be sued other than as provided by Florida law. ~~Such professional liability protection has limits of \$2,000,000.00 per claim and \$3,000,000.00 per occurrence, and is occurrence-based coverage that includes liabilities that may be incurred by USF as a result of this Agreement.~~

X. ASSIGNMENT

This Agreement shall not be assigned by either party without the prior written consent of the parties hereto.

XI. ENTIRE AGREEMENT

The terms and conditions contained in this Agreement and the attached exhibits hereto constitute the entire agreement between the parties. There are no verbal agreements or other agreements that supplement the terms of this Agreement. Any modification to this Agreement must be made by a written document signed by a duly authorized representative of each party. The parties have set forth the terms, conditions and responsibilities in the Agreement in the good faith belief that they are fully in compliance with all legal and accreditation requirements generally applicable to both parties; provided, however, in the event that either party determines in its sole discretion that the performance of any obligation herein is in violation of such legal or accreditation requirement, the parties agree that such obligation shall be promptly modified to the extent necessary to secure continued compliance with such legal and accreditation requirements. In the event either party determines in its sole discretion that such obligations cannot be modified in a manner to secure continued compliance, either party can terminate this Agreement effective immediately upon written notice.

XII. PUBLIC RECORDS

Both parties are subject to and agree they shall comply with public records laws, including Chapter 119, Florida Statutes. Pursuant to Florida Statute Section 119.0701(2), Both parties shall: (1) Keep and maintain public records required to perform the services herein. (2) Upon request, provide the other party with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law. (3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract.

XIII. E-VERIFY

The City warrants that it is in compliance with the E-Verify requirements set forth in § 448.095, Florida Statutes and will remain in compliance with such requirements throughout the term of the Agreement and any extensions or renewals thereof. USF may immediately terminate the Agreement upon notice to the City if USF has a good faith belief that the City is knowingly in breach of this warranty. In the event of such termination, the City shall only owe USF for the products and/or services delivered by the effective date of such termination and USF shall not owe any termination penalty or damages to the City whatsoever.

XIV. FORCE MAJEURE

No default, delay or failure to perform on the part of either party shall be considered a default, delay or failure to perform otherwise chargeable, hereunder, if such default, delay or failure to perform is due to causes beyond either party's reasonable control including, but not limited to, strikes, lockouts, actions or inactions of governmental authorities; declared state of emergency;

epidemics; pandemics; acts of terrorism; war; embargoes; fires; earthquakes; hurricanes; acts of God; or default of common carrier. Unless impossible or unreasonable based on the circumstances causing such default, delay or failure to perform, any date or times by which either party is otherwise scheduled to perform shall be extended automatically for a period of time equal in duration to the time lost by reason of the excused default, delay or failure to perform. The parties hereby acknowledge some defaults or failures to perform may not be cured by additional time.

XV. NOTICES

All notices and other communications given or made pursuant hereto shall be in writing and shall be deemed to have been duly signed or made as of the date delivered if delivered personally or by overnight courier, when confirmed by telephone if delivered by facsimile, or seven (7) business days after being mailed by express mail international (return receipt requested), to the parties at the following addresses (or at such other address for a party as shall be specified by like notice, except that notices of changes of address shall be effective upon receipt).

XVI. INDEMNIFICATION

Each party shall be responsible for the consequences of any act or failure to act on the part of itself, its employees and agents. Accordingly, each party shall be held responsible for its own sole negligence, and each party shall indemnify and hold the other parties harmless from any loss which results therefrom. No party hereto shall assume any responsibility to any other party for the consequences of any act or failure to act of any person, firm or corporation not a party to the Agreement. The USF's indemnification shall be limited to the extent provided by section 768.28 Florida Statutes. Nothing contained in the foregoing shall be construed as an explicit or implied waiver of the University's sovereign immunity under Florida Law.

XVII. GENERAL PROVISIONS

Severability: If any term or other provision of this Agreement is invalid, illegal or incapable of being enforced by any rule of law or public policy, all other conditions and provisions of this Agreement nevertheless shall remain in full force and effect so long as the economic or legal substance of the transactions contemplated hereby is not affected in any manner adverse to any party. Upon such determination that any term or other provision is invalid, illegal or incapable of being enforced, the parties shall negotiate in good faith to modify this Agreement so as to effect the original intent of the parties as closely as possible in an acceptable manner to the end that transactions contemplated hereby are fulfilled to the greatest extent possible.

Successors and Assigns: Each and all of the covenants, terms, provisions, and agreements contained in this Agreement shall be binding upon and inure to the benefit of the Parties hereto and, to the extent permitted by this Agreement, their respective successors and assigns. No party

may assign this Agreement (by operation of law or otherwise) to any Person without the prior written consent of the other party.

Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument and a facsimile or portable document format (PDF) document shall be deemed to be an original signature for all purposes under this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their undersigned officials as duly authorized.

City of Tarpon Springs

University of South Florida, Board of Trustees, a public body corporate for its Florida Institute of Government

By: 

By: _____

Name: Mark LeCouris, City Manager

Name: Eric Kern, MBA

Director, Sponsored Research

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

Timothy C. Mays, Jr.
USF ATTORNEY

EXHIBIT A, SCOPE OF WORK

BACKGROUND:

Over the past several months both the USF Florida Institute of Government and the SPC Collaborative Labs teams were individually working with Renea Vincent, AICP, CPM, Planning Director, City of Tarpon Springs to submit a proposal to the City for a strategic planning process. Respectively, each organization submitted a proposal for the agenda item at the April 13, 2021 Commission meeting. Unfortunately, due to unforeseen circumstances the agenda item was postponed until the next meeting on April 27, 2021.

Shortly following the April 13th meeting, Laurie Hill, Branding and Business Development Manager, SPC Collaborative Labs, reached out to Angela Crist, Director, USF Florida Institute of Government to inquire about a potential partnership between the two organizations for a joint collaboration drawing upon each entity's strengths. Both Ms. Hill and Ms. Crist approached Ms. Vincent and asked that the April 27th agenda item be postponed so the organizations could work out a new joint proposal to better serve the needs of the City and its citizens. The following scope of work reflects the new partnership and additional deliverables for your consideration.

PHASE ONE:

1.1 Strategic Alignment Workshop – Mayor and Commission (3 hours)

The SPC Collaborative Labs team will serve as the lead facilitator for the strategic alignment activities in this workshop to build a unified foundation among the Mayor and Commission to begin the strategic planning process. The USF team will serve as a supporter and observer for the workshop. Both USF and SPC Collaborative Labs strongly recommend this addition to the scope of work to ensure a smoother planning process.

1.2 Kick-Off and Work Plan Refinement – City Manager and Dept Leadership (3 hours)

The USF team will meet with City senior staff to formally initiate the process, review and refine the work plan and scope, identify key stakeholders for initial interviews, and identify key background information for the team to review. Aspects of the work plan that may be refined include the sequence of the activities described below, the relative emphasis on meetings/group discussions and communication mechanisms for input, and the overall timeline of the project. The SPC Collaborative Labs team will provide a documenter and consultant to assist with the meeting for better record-keeping and debriefing of the Strategic Alignment Workshop.

1.3 Communications Outreach

The USF and SPC Collaborative Labs team will work with City staff throughout the process to develop or prepare strategic planning process content for use within the City's current social-media and/or web presence, as deemed necessary.

1.4 Citizen Engagement Session (virtual and in-person option – 1.5 hours)

The SPC Collaborative Labs team will facilitate a collaborative citizen engagement session to inform the community of their role in the strategic planning process as well as how to engage throughout the process. This convening session will help residents to understand the “Do’s and Don’ts” of citizen engagement. The USF team will serve as a supporter and observer for the workshop. Both USF and SPC Collaborative Labs strongly recommend this addition to the scope of work to ensure a smoother planning process.

1.5 City Commission: Setting Expectations for process and info-to-date (1.5 hours)

The USF team in partnership with SPC Collaborative Labs will facilitate an engagement with City leadership to share the action steps for the strategic planning process, discuss Commission member expectations and participation as well as review the relevant requirements of the Sunshine Law. The specific agenda will be determined in consultation with the City Manager and Departmental Managers.

1.6 Individual/Group Stakeholder Interviews

The USF team will meet with 18-20 key individual, business and organization stakeholders identified by City staff as having particular insight into issues facing the City or into the views and opinions of segments of the City community. Included in the interviews will be any candidates running for the City Commission up to 9 additional individuals. Staff and elected officials will be asked to identify an initial set of interviewees, and others may be suggested by those interviewed or residents. Insights and information gained in these interviews will be used, without attribution (anonymously), to help develop starting points for discussions at the Community Forum and for potential social media outreach.

1.7 Resident Feedback Survey

The USF team will work with staff to develop a City-wide, web-based citizen survey. Initial questions for the survey will be developed in collaboration with staff. Additional questions may be identified by participants in the stakeholder interviews. This survey would be a mechanism for additional public input, rather than a statistically representative sampling of resident opinion. The USF team will analyze, group and summarize the feedback survey into a report which will be presented to Tarpon Springs’s leadership team. A version of the survey results will also be posted to the City’s website.

1.8 Employee Survey

If desired by the City and to foster employee engagement, and assess employee readiness for change, the USF team will work with staff to develop a City-wide, web-based employee survey. Employee feedback would be anonymous, with a goal of 100% employee participation/input. Survey questions would focus on:

- identifying internal and external strengths, weaknesses, opportunities and threats (SWOT) that are influencing Tarpon Springs
- how the City’s current plans, policies and processes will shape future outcomes
- suggestions for improving organizational effectiveness
- overall employee engagement and readiness for change
- employee desires for the future of Tarpon Springs government as an organization and as a workplace

Initial questions for the survey will be developed in collaboration with staff. This survey would include a mechanism for full employee participation, rather than a statistically representative sampling of employee opinion. The USF team will analyze, group and summarize the employee survey into two reports: one detailed report for leadership, and one abbreviated report which will be shared with all employees to foster engagement and buy-in.

1.9 Employee Focus Group Forum (3 hours)

This Employee Forum will invite a representative sampling of employees across all departments, and all levels, of the organization.

- debrief the employee survey results
- prioritize the SWOT analysis results from the employee survey

The USF team in partnership with SPC Collaborative Labs will develop workshop materials for the Employee Forum. The team will prepare an Employee Forum Summary outlining activities and conclusions at the Forum.

1.10 Community Focus Group Forum I (3 hours)

The SPC Collaborative Labs team will facilitate a collaborative Community Forum to gain valuable insights for consideration in the strategic planning. Invited stakeholders will include residents, businesses, and other groups affiliated with the Tarpon Springs community. The USF team will invite elected officials, but request elected officials to listen and observe, but not participate. This Forum will:

- ask participants to identify characteristics of Tarpon Springs that they value most and do not want to change, and issues affecting Tarpon Springs that the City will need to address
- begin to discuss participants' desires for the future of the City and City government, including a potential vision statement, and possible goals, objectives or recommendations related to the vision and issues
- Discuss priorities

The SPC Collaborative Labs and USF team will develop workshop materials for the Forum. The team will also prepare a Forum Summary outlining activities and conclusions at the Forum, as well as suggestions for City communication.

1.11 Community Focus Group Forum II (3 hours)

Community Forum II will allow participants to:

- Review draft vision, objectives and recommendations
- Review input received through resident survey and social media since Forum 1
- Discuss and refine the draft vision, goals, objectives, and recommendations
- Test the degree of support or consensus for the vision, goals, objectives, and recommendations
- Discuss priorities

The USF team in partnership with SPC Collaborative Labs will develop workshop materials for Forum II based on discussions at Forum I, including the draft vision, objectives, and recommendations. The team will also prepare a Forum Summary outlining activities and conclusions at the Forum, as well as suggestions for social media communication.

1.12 Commission Workshop: Review info-to-date and Next Steps (1.5 hours)

The USF team in partnership with SPC Collaborative Labs will prepare a presentation and report of the Resident Survey Results, Community Forum I, as well as the Employee Survey and Forum. This presentation will outline activities and conclusions, solicit comment on the overarching vision and goals resulting from the Community Forum, and solicit Commission approval to proceed to Phase Two of the Strategic Planning Process.

PHASE TWO:

2.1 Newly Elected Official Orientation (1.5 hours)

The USF team in collaboration with SPC Collaborative Labs will prepare an orientation packet that includes the Resident Survey Results, Community Forum I, as well as the Employee Survey and Forum. This packet will outline activities and conclusions as well as provide expectations for the newly elected officials for Phase Two.

2.2 Commission, City Manager & Executive City Leadership Forum I (6 hours)

Leadership Forum I will include Leadership across each department and City Commission.

- debrief the citizen forum/survey results
- debrief the employee forum results
- debrief initial citizen and employee desires for the future of the City, including potential goals, objectives and recommendations related to the vision
- develop mission, vision, values, and strategic SMART goals for the City government as an organization

The USF in collaboration with SPC Collaborative Labs team will develop workshop materials for Leadership Forum I. The team will prepare a Forum Summary Report outlining activities and conclusions at the Forum.

2.3 City Manager & Executive City Leadership Planning Meeting I (3 hours)

The USF team will meet with the City Manager and Executive Leadership team to review the information-to-date and begin to draft language for the goals, objectives and action items. This information will then be used for Leadership Forum II. SPC Collaborative Labs team will provide a documenter and support, as needed.

2.4 Commission, City Manager & Executive City Leadership Forum II (3 hours)

Leadership Forum II will include Leadership across each department and City Commission.

- Review/finalize mission, vision, values, and strategic SMART goals
- Develop champions, objectives, implementation plans and timelines for each goal
- Determine a schedule for monitoring (accountability checkpoints) for each goal

The USF and SPC Collaborative Labs team will develop workshop materials for Leadership Forum II. The team will prepare a Leadership Forum II Summary Report outlining activities and conclusions at the Forum, as well as recommendations for long-term success of the strategic plan.

2.5 City Manager & Executive City Leadership Planning Meeting II (3 hours)

The USF team will meet with the City Manager and Executive Leadership team to review the information-to-date and begin to finalize the language for the goals, objectives and action items. This information will then be used for draft Final Report. SPC Collaborative Labs team will provide a documenter and support, as needed.

2.6 Final Report Internal Review

The USF team will prepare a Draft Strategic Plan which will include:

- An organizational overview
- A definition and purpose of the Strategic Plan
- A written summary of the process used in the completion and assembly of the plan

- An establishment of the City’s mission, vision and values statements
- A list of stakeholder priorities for City goals and objectives, including those of elected officials, employees, residents, businesses, and of any other significant groups
- A description of SMART goals and objectives for the City
- Recommendations for the long-term success of the strategic plan
- Raw data obtained from the assembly of the plan
- Other information as deemed necessary by the USF team

Following the planning retreat with the City Manager and Department Heads, a final draft report will be created and circulated to senior staff for review and comment.

2.7 Presentation of Final Report to Commission Workshop (1.5 hours)

The USF team and SPC Collaborative Labs will collaborate with Tarpon Springs staff to present the report to the Commission. The Community Report will consist of an Executive Summary, methodology, summary of key process components, goals, objectives, and action items. A complete data report will be provided to the city that includes the goals, objectives, action items, timeframe, champion, and leadership/staff. The team will answer questions and/or clarify the report and next steps for strategies to being the implementation plan.

PHASE THREE:

3.1 Strategies for Supporting the Implementation Plan

As part of this process, the USF team in partnership with SPC Collaborative Labs will work with the Commission and City Manager to ensure the five key components needed to support implementation plan are in place: people, resources, structure, systems, and culture. This will also include an agreed upon dashboard tool and process for the Implementation Plan Facilitation.

3.2 Implementation Plan Facilitation

The completed Strategic Plan is a living document and should function as the main thrust of the City of Tarpon Springs in goal achievement. The Collaborative Labs team at SPC in partnership with the USF team will facilitate Implementation Workshops on a quarterly basis for a year to assess progress made to date and recalibrate plan to align with goals as needed.

ANTICIPATED TIMELINE

The timeline may be adjusted at the discretion of Tarpon Springs staff. The total project duration would be approximately six to nine months to complete the scope of services from execution of a signed contract.

Note: This outline is tentative and will be refined based on initial consultation with the City Manager, Commission and staff. It is intended to serve as a starting point for discussions to develop a final design.

Phase One:

1.1 Commission: Strategic Alignment Workshop	July/August 2021
1.2 Kick Off and Work Plan Refinement	July 2021
1.3 Communications Outreach	July 2021 – On-going
1.4 Citizen Engagement Session	August 2021
1.5 City Commission: Setting Expectations	September 2021

1.6 Individual/Group Stakeholder Interviews	October 2021
1.7 Resident Feedback Survey	November 2021
1.8 Employee Survey	November 2021
1.9 Employee Focus Group Forum (3 hours)	December 2021
1.10 Community Focus Group Forum I (3 hours)	January 2022
1.11 Community Focus Group Forum II (3 hours)	February 2022
1.12 Commission Workshop	By March 8, 2022

Phase Two:

2.1 Newly Elected Official Orientation (1.5 hours)	April 2022
2.2 Commission, City Manager & Executive City Leadership Forum I (6 hours)	April 2022
2.3 City Manager & Executive City Leadership Planning Meeting I (3 hours)	May 2022
2.4 Commission, City Manager & Executive City Leadership Forum II (3 hours)	June 2022
2.5 City Manager & Executive City Leadership Planning Meeting II (3 hours)	June 2022
2.6 Final Report Internal Review	July 2022
2.7 Final Report to Commission Workshop	August 2022

Phase Three:

3.1 Strategies for Supporting the Implementation Plan	October 2022
3.2 Implementation Plan Facilitation	December 2022 – September 2023

ESTIMATED INVESTMENT

Based on the scope and expected deliverables, the estimated cost to cover the FIOG’s costs to complete the proposed Strategic Planning Process is \$144,450.00 for the above-mentioned tasks.

The final cost is inclusive of travel, printing, publishing and ADA document remediation.

<u>PHASE</u>	<u>TIMELINE</u>	<u>COST</u>
Phases 1	July 2021 – March 2022	\$65,400.00
Phases 2	April 2022 – August 2022	\$51,250.00
Phases 3	October 2022 – September 2023	\$27,800.00

Please Note: All engagements are based on attendance of 50 attendees or less. If over 50 attendees there is usually a charge of adding an additional support specialist. The estimated pricing is based on current scope of work. If work is extended beyond this scope of work, there may be a discussion of additional charges.

ADDITIONAL INFORMATION

THE COLLABORATIVE PROJECT TEAM – PERSONNEL

Our team of experts in Statistics and Data Analysis, Survey Development, Human Resource and Project Management, as well as strategic planning for local governments come from both the University of South Florida School of Public Affairs and St. Petersburg College Collaborative Labs may include:

Angela Crist, MPA, serves as the Director of the USF FIOG. Ms. Crist has a proven track record as a high energy, results driven leader recognized for innovative strategies and tactics. Her excellent problem solving and customer-oriented focus have created value and managed client expectations to obtain mutual benefit. With over 15 years of experience, Angela has built and led new department or groups with related staff training and mentoring to attain long-term business goals. She has consistently achieved positive results by motivating and leading organizations to identify, develop and capitalize on business opportunities by forging alliance across organizational boundaries. Her professional affiliations include Florida City and County Management Association, Florida League of Cities, Florida Association of Counties, USF Alumni Association, USF Area Community Civic Association, and Leadership Tampa Bay Alumni Association.

John L. Daly, PhD, is Associate Professor of Public Administration and past Founding Director of the School of Public Affairs at the University of South Florida. His research interests include human resource management and public policy issues facing local government. He also is a specialist of governance and public policy challenges facing southern African nations. John has received two Fulbright Scholar grants to the Kingdom of Swaziland. He first served as a consultant to the Kingdom of Swaziland's government (1998-99). His second Fulbright grant allowed him to join the University of Swaziland faculty (2005-06). Most recently, John was selected as the 2014 recipient of the International City/County Management Association's Academic Award in Memory of Stephen B. Sweeney. This honor was presented to him at the 100th ICMA Conference in Charlotte, NC, in September 2014. John is the author of two books, *Training in Developing Nations* (2005, M.E. Sharpe/Routledge) and *Human Resource Management in the Public Sector: Policies and Practices*, (2012, M. E. Sharpe/Routledge). Dr. Daly has extensive experience providing consulting services to Florida municipal governments, primarily in the areas of human resource management and organizational development.

Tina Fischer serves as the Operations Manager and facilitator for the SPC Collaborative Labs. Tina has over 25 years leading process improvement, corporate training, strategic planning, and facilitation. In addition to facilitating, she manages the operations of Collaborative Labs to ensure successful outcomes for clients. Tina's previous experience as a computer consultant had her traveling across the United States helping Fortune 500 clients implement new computer systems. Through this experience, her propensity for efficiency developed. She specialized in workflow management, process improvement, effective team communication, policy and procedure documentation, training, and quality control. Tina received her Bachelor of Science in Electrical Engineering from Florida State University. She was also an adjunct math professor for St. Petersburg College. Her love of teaching and ability to simplify the complex is apparent during client engagements.

Andrea Henning, MEd, serves as the Executive Director and facilitator for the SPC Collaborative Labs. Andrea has over 30 years leading strategic planning, corporate training and leadership development, including the launch of the Collaborative Labs over 17 years ago. She has facilitated over 3000 regional, national and international engagements. Prior to the Labs, Andrea led corporate training and organizational development for companies including: Chrysler, GE, and Universal Studios. She managed projects at Paradigm Learning for Frito-Lay, Pepsi, Capital One, and Kimberly-Clark. Andrea is a certified Co-Active Coach. Her education includes a BA from Wheaton College, a M.Ed., and post-graduate work in Educational Psychology from the University of Toledo.

Jonathan Massey serves as the Visual Illustrator for the SPC Collaborative Labs. Jonathan is Collaborative Lab's

extraordinary artist. He interprets our workshop discussions into compelling illustrations that depict their shared vision and strategy. Jonathan has completed over 3,000 illustrations to date. These illustrations capture participants' stories in a unique way that are used beyond the workshop into strategy implementation. Jonathan has a Bachelor of Fine Arts from Virginia Commonwealth University. He began his career creating graphic design and managing art departments for newspapers such as the Chicago Sun Times, Cincinnati Enquirer, Detroit Free Press, and Baltimore Sun. Over the past 20 years, 10 of which has been with the Labs, Jonathan has focused on designing business illustrations for nonprofit, government and commercial clients. His talents span various media including pen, marker, computer graphics and video production.

Stephen Neely, PhD, is an assistant professor in Public Administration at the University of South Florida's School of Public Affairs. He has an earned PhD in Public Administration from North Carolina State University, as well as two Master degrees in Social and Public Policy Analysis as well as Business Administration. His specialties include research methods, survey administration, and data analysis, and he has previously conducted survey research in partnership with agencies/organizations such as the Florida City/County Management Association, the Florida Center for Cybersecurity, and the City of Zephyrhills, Florida.

Robyn Odegard, MA, serves as the Learning and Development Facilitator with the Florida Institute of Government at USF. In this role, she serves as project manager, program manager, and research administrator. Robyn holds certifications as a Certified Associate in Project Management (CAPM) from the Project Management Institute and CRA USF-ADVANCED certification from USF Research and Innovation. She received her MA in Political Science from the University of South Florida.

PJ Petrick serves as the Director of Technology for the SPC Collaborative Labs. PJ manages and assists with facilitating all of the technology needs of the collaborative engagements at Collaborative Labs. Specializing in guiding participants through using the Collaborative Labs cutting edge technology, PJ uses a hands-on approach to ensure that session goals are met in the most efficient manner. PJ has over 16 years' experience in the business and management information systems industry. He has managed technology in over 3000 collaborative events. He was the planner and leader of the St. Petersburg College's technology instillation team. He has also owned and managed small businesses over the last 10 years. PJ received a Bachelor of Science from the University of Central Florida and holds A+ certification in technology.

BRIEF DESCRIPTION OF ORGANIZATIONS

PRIMARY LEAD AGENCY

The John Scott Dailey Florida Institute of Government (FIOG) was created by the Florida Legislature in 1980 and subsequently designated as a Type I Institute by the Florida Board of Regents. The institute fulfills its statewide mission through a consortium of six (6) affiliate program offices located at the Florida State University, the University of Florida, the **University of South Florida**, the University of Central Florida, Florida Atlantic University, and Florida Gulf Coast University.

The FIOG at USF works directly with all USF faculty, staff and practitioner's university-wide to bring their expertise to our clients. All of our USF faculty, staff and practitioners are highly qualified and provide top notch services in a variety of critical areas including developing and implementing training and research programs, services, and grant and contract administration activities involving federal, state, and local governments, non-profit organizations, and the private sector.

In January 2013, the School of Public Affairs (SPA) at the University of South Florida (USF) was created to merge the graduate programs in Urban and Regional Planning and Public Administration, as well as **the John Scott Dailey Florida Institute of Government**. The faculty consists of interdisciplinary group of scholars and former

practitioners who share a common commitment to student learning, top-notch scholarship and applied community engagement.

The School's John Scott Dailey Florida Institute of Government (FIOG) provides training and technical assistance to local and state government officials, volunteers and the general public on a wide range of topics, such as team building, strategic planning, goal setting and effective communication. The FIOG partners University professionals from a variety of disciplines with organizational leaders charged with solving specific local issues to identify, evaluate and implement effective solutions. For the purposes of this project.

CO-LEAD AGENCY

Collaborative Labs at St. Petersburg College, founded in 2004, specializes in the design, facilitation and documentation of highly interactive and dynamic facilitated planning engagements whether in-person, mobile, virtual or hybrid.

Strategic planning services are designed to produce maximum benefits in minimal time for clients. At Collaborative Labs, strategic visioning is the specialty. With more than 17 years of redefining strategic planning services and collaborative problem solving the extensive roster of satisfied clients is a testament to the value-added partnerships and lasting results. Their unique approach to strategic planning services is unparalleled in the industry from understanding how to leverage team strengths, enhancing individual performance to aligning business solutions with corporate goals. Expert facilitators empower participants to resolve conflicts and competing priorities through collaboration, and pinpoint overlapping areas of responsibility to help employees avoid duplication of effort and prevent deliverables from slipping through the cracks.

Importantly, Collaborative Labs is known for ensuring that all of your stakeholders have an equal voice in the strategic-planning process. This is critical to the success of your endeavor, and produces significantly better results than top-down planning. When individual team members are actively involved in contributing to business solutions, they feel more invested in the outcomes and take greater pride in organizational achievements – further enhancing your potential for success

OUR SERVICE CAPABILITIES

The John Scott Dailey Florida Institute of Government (FIOG at USF) works directly with all USF faculty, staff and practitioner's university-wide to bring their expertise to our clients. As part of a regional structure for enhanced relationships, the FIOG serves government and non-profit entities within a 9- county region including Hardee, Hernando, Highlands, Hillsborough, Manatee, Pasco, Pinellas, Polk and Sarasota.

With over 25 years of experience in the local community, the Florida Institute of Government at the University of South Florida has a vast history of helping government and non-profit entities through visioning and strategic planning processes, offering and coordinating trainings, technical assistance, and applied research projects for the local community. Since 1995, the institute has conducted approximately 24,793 workshops and conferences statewide in Florida—an average of 2,749 per year. Also, during this same time, approximately 580,685 participants, the large majority of whom represent officials and employees from local government in Florida, have attended programs resulting in over 2.6 million professional contact hours. The institute has also conducted an estimated 1,190 technical assistance and applied research projects, an average of 119 annually.

Collaborative Labs at St. Petersburg College, through an engaging, collaborative process and interactive technology (brainstorming and polling technology), are able to bring stakeholders together and help them achieve consensus on a shared strategic vision, priorities and accountability. The customized programs are designed to foster creative business solutions that create successful outcomes. The real value of the services provided lies not

only within the expert facilitation and collaborative technology, but also in the ability to leverage those resources to provide a practical and actionable roadmap for success. A *Real-Time Record*[™] is made available within two to three business days to allow the client to start right away on the outcomes of the engagement.

The Collaborative Labs at St. Petersburg College have facilitated over 3,000 engagements for business and organizations within government, municipality, profit and non-profits. These engagements have taken place in person at their 10,000 square foot state-of-the-art technology labs, mobile throughout the United States and virtual.



City of Tarpon Springs, Florida

324 E. PINE STREET
P.O. BOX 5004
TARPON SPRINGS, FLORIDA 34688-5004
(727) 938-3711
FAX (727) 937-8199

MEMORANDUM

August 24, 2021

TO: HONORABLE MAYOR AND BOARD OF COMMISSIONERS
FROM: MARK LECOURIS, CITY MANAGER
SUBJECT: **American Rescue Plan Act - Coronavirus Local Fiscal Recovery Fund Agreement**

RECOMMENDATION:

Authorize City Manager to sign American Rescue Plan Act - Coronavirus Local Fiscal Recovery Fund Agreement.

BACKGROUND:

As part of the American Rescue Plan Act - Coronavirus State and Local Fiscal Recovery Fund the City is designated to receive \$12.8 million. The American Rescue Plan Act - Coronavirus Local Fiscal Recovery Fund Agreement needs to be signed to initiate the process of receiving the designated funds.

**AMERICAN RESCUE PLAN ACT
CORONAVIRUS LOCAL FISCAL RECOVERY FUND AGREEMENT**

This Agreement is entered into by and between the State of Florida, Division of Emergency Management (the "Division") and Tarpon Springs, City of (the "Non-Entitlement Unit" or "Recipient").

RECITALS

- A. Section 9901 of the American Rescue Plan Act of 2021 (Pub. L. No. 117-2, §9901) added section 603(a) to the Social Security Act ("ARPA"), which created the Coronavirus Local Fiscal Recovery Fund for the purpose of providing funds to local governments in order to facilitate the ongoing recovery from the COVID-19 pandemic ("Fiscal Recovery Funds"); and
- B. Following the enactment of ARPA, the U.S. Department of the Treasury ("Treasury" or "Secretary") released formal and informal guidance regarding implementation of ARPA, including the disbursement and expenditure of Fiscal Recovery Funds, including Treasury Interim Final Rule, 31 CFR pt. 35, 2021, attending rule guidance published in the Federal Register, Volume 86, No 93,¹ and informal guidance made publicly available by Treasury, which may be amended, superseded, or replaced during the term of this Agreement ("Treasury Guidance"); and
- C. ARPA allocated **\$7,105,927,713.00** for making payments to metropolitan cities, non-entitlement units of local government, and counties in Florida, 21% of which is to be paid directly to metropolitan cities in Florida, 59% of which was paid directly to counties in Florida, and 20% of which is to be paid to the State of Florida for distribution to non-entitlement units of local government; and
- D. The Secretary disbursed **\$5,689,502,590.00** of these funds directly to metropolitan cities and counties; and
- E. A remaining balance of **\$1,416,425,123.00** was reserved for the State of Florida to disburse to non-entitlement units of local government; and
- F. The Division has received these funds from the Secretary through the State of Florida in accordance with the provisions of ARPA; and
- G. Pursuant to the provisions of ARPA, the Division is the state entity responsible for disbursing the funds to the Recipient under this Agreement; and
- H. The Recipient is fully qualified and eligible to receive this funding in accordance with ARPA for the purposes identified therein.

Therefore, in consideration of the mutual promises, terms and conditions contained herein, the Division and the Recipient agree as follows:

- (1) **RECITALS.** The foregoing recitals are true and correct and are incorporated herein by reference.
- (2) **TERM.** This Agreement shall be effective **upon execution** and shall end on **December 31, 2024**, unless terminated earlier in accordance with the provisions of this Agreement. Upon expiration or termination of this Agreement for any reason, the obligations which by their nature are intended to survive expiration or termination of this Agreement will survive.
- (3) **FUNDING.** The State of Florida, through the Division, will make a disbursement of each non-entitlement unit of local government's allocation based on the list of non-entitlement units published by Treasury and based upon the State's calculation of the Recipient's proportional share of the total population of all non-entitlement units in the State. The total Fiscal Recovery Funds allocation for Recipient under this Agreement is **\$12,810,334.00**.
- (4) **USE OF FISCAL RECOVERY FUNDS**
 - a. The State, through the Division, will—within 30 days of receiving payment from the Secretary, or within such other time period as may be permitted by the Secretary—make an initial disbursement to the non-entitlement

¹ <https://www.regulations.gov/document/TREAS-DO-2021-0008-0002> | Federal Register, Vol. 86, No. 93, Pg. 26786 ("Federal Register")

- unit of local government of 50% of the total amount allocated to the non-entitlement unit.² Not earlier than 12 months from the date upon which the State makes the initial disbursement, the Secretary is expected to release the Second Tranche amount to the State. The State will—within 30 days of receiving payment from the Secretary, or within such other time period as may be permitted by the Secretary—make a second disbursement to the non-entitlement unit of local government.
- b. Recipients may use payments for any expenses eligible under ARPA Coronavirus State and Local Fiscal Recovery Funds. Payments are not required to be used as the source of funding of last resort.
 - c. ARPA requires that Fiscal Recovery Funds may only be used to cover expenses incurred by the non-entitlement unit of local government by December 31, 2024³, such as:
 - i. to respond to the public health emergency with respect to COVID-19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
 - ii. to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the non-entitlement unit of local government that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
 - iii. for the provision of government services to the extent of the reduction in revenue of such non-entitlement unit of local government due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the non-entitlement unit of local government; or
 - iv. to make necessary investments in water, sewer, or broadband infrastructure.
 - d. As specified in the Treasury Guidance, Eligible Use of Fiscal Recovery Funds falls under four categories, including (1) Public Health and Economic Impacts, (2) Premium Pay for Essential Workers, (3) Revenue Loss, and (4) Investments in Infrastructure.
 - i. Public Health and Economic Impacts: Examples of eligible uses of Fiscal Recovery Funds under this category include, but are not limited to:
 1. COVID-19 Mitigation and Prevention expenses, such as vaccination programs, medical care, testing, personal protective equipment (PPE), and ventilation improvements;⁴
 2. Medical expenses, including both current expenses and future medical services for individuals experiencing prolonged symptoms and health complications from COVID-19;⁵
 3. Payroll expenses for public safety, public health, health care, human services, and other similar employees, to the extent that their services are devoted to mitigating or responding to COVID-19;⁶
 4. Efforts to remedy the economic impact of the COVID-19 public health emergency on households, individuals, businesses, and state, local, and tribal governments;⁷ and
 5. Efforts to remedy pre-existing economic disparities which were exacerbated by the COVID-19 public health emergency.⁸
 - ii. Premium Pay: Fiscal Recovery Funds may also be used to provide premium pay to essential workers, per Treasury Guidance's definition of "essential work."⁹ Examples of essential workers include, but are not limited to:
 1. Staff at nursing homes, hospitals, and home care settings;
 2. Workers at farms, food production facilities, grocery stores, and restaurants;
 3. Janitors, truck drivers, transit staff, and warehouse workers
 4. Public health and safety staff;
 5. Childcare workers, educators, and other school staff; and

² "First Tranche Amount," American Rescue Plan Act of 2021, H.R. s. 601(b)(7) "Timing"

³ <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>

⁴ See Federal Register, pg. 26790.

⁵ *Id.*

⁶ *Id.* at. 26791

⁷ *Id.* at 26791-26797

⁸ *Id.*

⁹ *Id.* at 26797

6. Social service and human services staff.¹⁰
- iii. Revenue Loss: Recipients may use Fiscal Recovery Funds for the provision of government services to the extent of the reduction in revenue experienced due to the COVID-19 Public Health Emergency.¹¹
- iv. Investments in Infrastructure: Treasury Guidance specifies that Fiscal Recovery Funds may be used to improve access to clean drinking water, improve wastewater and stormwater infrastructure systems, and provide access to high-quality broadband services.¹²
- e. Additional guidance regarding eligible uses of Fiscal Recovery Funds, as well as impermissible uses (including for pensions or to offset revenue losses from tax reductions) is set forth in Treasury Guidance.

(5) LAWS, RULES, REGULATIONS, AND POLICIES

- a. Performance under this Agreement is subject to the applicable provisions of 2 CFR Part 200, entitled "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" including the cost principles and restrictions on general provisions for selected items of cost.
 - i. The following 2 CFR policy requirements apply to this assistance listing¹³:
 - Subpart B, General provisions;
 - Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards;
 - Subpart D, Post Federal; Award Requirements;
 - Subpart E, Cost Principles; and
 - Subpart F, Audit Requirements.
 - ii. The following 2 CFR policy requirements also apply to this assistance listing: 2 C.F.R. Part 25, Universal Identifier and System for Award Management; 2 C.F.R. Part 170, Reporting Subaward and Executive Compensation Information; and 2 C.F.R. Part 180, OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement). The following 2 CFR Policy requirements are excluded from coverage under this assistance listing: For 2 C.F.R. Part 200, Subpart C; 2 C.F.R. § 200.204 (Notices of Funding Opportunities); 2 C.F.R. § 200.205 (Federal awarding agency review of merit of proposal); 2 C.F.R. § 200.210 (Pre-award costs); and 2 C.F.R. § 200.213 (Reporting a determination that a non-Federal entity is not qualified for a Federal award). For 2 C.F.R. Part 200, Subpart D, the following provisions do not apply to the SLFRF program: 2 C.F.R. § 200.308 (revision of budget or program plan); 2 C.F.R. § 200.309 (modifications to period of performance); C.F.R. § 200.305 (b)(8) and (9) (Federal Payment).
- b. In addition to the foregoing, the Recipient and the Division will be governed by all applicable State and Federal laws, rules and regulations, including those identified in Attachment C. Any express reference in this Agreement to a particular statute, rule, or regulation in no way implies that no other statute, rule, or regulation applies.

(6) NOTICES

- a. All notices under this Agreement shall be made in writing to the individuals designated in this paragraph. In the event that different representatives or addresses are designated by either party after execution of this Agreement, notice of the new name, title and contact information of the new representative will be promptly provided to the other party, and no modification to this Agreement is required.
- b. In accordance with section 215.971(2), Florida Statutes, the Division's Program Manager will be responsible for enforcing performance of this Agreement's terms and conditions and will serve as the Division's liaison

¹⁰ *Id.*

¹¹ *Id.* at 26799

¹² *Id.* at 26802

¹³ As defined in 2 C.F.R. § 200.1

with the Recipient. As part of his/her duties, the Program Manager for the Division will monitor and document Recipient performance.

- c. The Division's Program Manager for this Agreement is:

Erin White
Division of Emergency Management
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100
Telephone: 850-815-4458
Email: Erin.White@em.myflorida.com

- d. The name and address of the representative responsible for the administration of this Agreement is:

Melissa Shirah
Division of Emergency Management
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100
Telephone: 850-815-4455
Email: Melissa.Shirah@em.myflorida.com

- e. The contact information of the representative of the Recipient is:

Authorized Representative:

Title:

Address:

Telephone:

Email:

(7) PAYMENT

- a. In order to obtain funding under this Agreement, the Recipient must file with the Division Program Manager information and documentation, including but not limited to the following:
- i. Local government name, Entity's Taxpayer Identification Number, DUNS number, and address;
 - ii. Authorized representative name, title, and email;
 - iii. Contact person name, title, phone, and email;
 - iv. Financial institution information (e.g., routing and account number, financial institution name and contact information);
 - v. Total NEU budget (defined as the annual total operating budget, including general fund and other funds, in effect as of January 27, 2020) or top-line expenditure total (in exceptional cases in which the NEU does not adopt a formal budget);
 - vi. Signed Assurances of Compliance with Title VI of the Civil Rights Act of 1964. (Attachment D); and
 - vii. Signed Award Terms and Conditions Agreement (Attachment E).
- b. Payment requests must include a certification, signed by an official who is authorized to legally bind the Recipient, which reads as follows:

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729–3730 and 3801–3812).

(8) RECORDS

- a. As a condition of receiving state or federal financial assistance, and as required by sections 20.055(6)(c) and 215.97(5)(b), Florida Statutes, the Division, the Chief Inspector General of the State of Florida, the Florida Auditor General, or any of their authorized representatives, shall enjoy the right of access to any documents, financial statements, papers, or other records of the Recipient which are pertinent to this Agreement, in order to make audits, examinations, excerpts, and transcripts. The right of access also includes timely and reasonable access to the Recipient's personnel for the purpose of interview and discussion related to such documents. For the purposes of this section, the term "Recipient" includes employees or agents, including all subcontractors or consultants to be paid from funds provided under this Agreement.
- b. The Recipient shall maintain all records related to this Agreement for the period of time specified in the appropriate retention schedule published by the Florida Department of State. Information regarding retention schedules can be obtained at: <http://dos.myflorida.com/library-archives/records-management/general-records-schedules/>.
- c. Florida's Government in the Sunshine Law (section 286.011, Florida Statutes) provides the citizens of Florida with a right of access to governmental proceedings and mandates three, basic requirements: (1) all meetings of public boards or commissions must be open to the public; (2) reasonable notice of such meetings must be given; and (3) minutes of the meetings must be taken and promptly recorded.
- d. Florida's Public Records Law provides a right of access to the records of the state and local governments as well as to private entities acting on their behalf. Unless specifically exempted from disclosure by Florida Statute, all materials made or received by a governmental agency (or a private entity acting on behalf of such an agency) in conjunction with official business which are used to perpetuate, communicate, or formalize knowledge qualify as public records subject to public inspection.

IF THE RECIPIENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE RECIPIENT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: (850) 815-4156, Records@em.myflorida.com, or 2555 Shumard Oak Boulevard, Tallahassee, FL 32399.

(9) AUDITS

- a. In accounting for the receipt and expenditure of funds under this Agreement, the Recipient must follow Generally Accepted Accounting Principles ("GAAP"). As defined by 2 CFR §200.49, "GAAP has the meaning specified in accounting standards issued by the Government Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB).
- b. When conducting an audit of the Recipient's performance under this Agreement, the Division must use Generally Accepted Government Auditing Standards ("GAGAS"). As defined by 2 CFR §200.50, "GAGAS, also known as the Yellow Book, means generally accepted government auditing standards issued by the Comptroller General of the United States, which are applicable to financial audits.
- c. If an audit shows that all or any portion of the funds disbursed were not spent in accordance with the conditions of and strict compliance with this Agreement and with Section 603(c) of the Social Security Act, the Recipient will be held liable for reimbursement to the Secretary of all funds used in violation of these applicable regulations and Agreement provisions within thirty (30) days after the Division has notified the Recipient of such non-compliance.
- d. The Recipient must have all audits completed by an independent auditor, which is defined in section 215.97(2)(i), Florida Statutes, as "an independent certified public accountant licensed under chapter 473." The independent auditor must state that the audit complied with the applicable provisions noted above. The audits must be received by the Division no later than nine months from the end of the Recipient's fiscal year.
- e. The Recipient must send copies of reporting packages required under this paragraph directly to each of the following:
 - i.

The Division of Emergency Management
DEMSingle_Audit@em.myflorida.com

OR

Office of the Inspector General
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100

ii.

The Auditor General
Room 401, Claude Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

- f. Fund payments are considered to be federal financial assistance subject to the Single Audit Act and the related provisions of the Uniform Guidance.

(10) REPORTS

- a. The Recipient must provide the Secretary with periodic reports providing a detailed accounting of the uses of such funds by such non-entitlement unit of local government including such other information as the Secretary may require for administration of the Coronavirus Local Fiscal Recovery Fund. Concurrently, Recipients must provide to the Division a copy of the report given to the Secretary.
- b. Failure by Recipient to submit all required reports and copies may result in the Division's withholding of further payments until all such documents are submitted to the Division and deemed to be satisfactory.
- c. The Recipient must provide additional program updates or information if requested by the Division.

(11) LIABILITY

Any Recipient which is a state agency or subdivision, as defined in section 768.28, Florida Statutes, agrees to be fully responsible for its negligent or tortious acts or omissions which result in claims or suits against the Division, and agrees to be liable for any damages proximately caused by the acts or omissions to the extent set forth in section 768.28, Florida Statutes. Nothing herein is intended to serve as a waiver of sovereign immunity by any party to which sovereign immunity applies. Nothing herein will be construed as consent by a state agency or subdivision of the State of Florida to be sued by third parties in any matter arising out of this Agreement.

(12) TERMINATION

- a. The Division may terminate this Agreement immediately for cause upon written notice to Recipient. Cause includes, but is not limited to, misuse of funds, fraud, non-compliance with ARPA, Treasury Guidance, or other applicable rules, laws and regulations, or failure by the Recipient to afford timely public access to any document, paper, letter, or other material subject to disclosure under Chapter 119, Florida Statutes.
- b. The Division may terminate this Agreement for convenience upon thirty (30) days' prior written notice to Recipient.
- c. In the event this Agreement is terminated, the Recipient must not incur new obligations for the terminated portion of this Agreement after it has received the notification of termination. The Recipient must cancel as many outstanding obligations as possible. Obligations incurred after receipt of the termination notice will be disallowed. The Recipient will not be relieved of liability to the Division because of any breach of this Agreement by the Recipient. The Division may, if and to the extent permitted by ARPA and Treasury Guidance, withhold payments to the Recipient for the purpose of set-off until the exact amount due the Division from the Recipient is determined and resolved.

(13) MISCELLANEOUS

- a. The validity of this Agreement is subject to the truth and accuracy of all the information, representations, and materials submitted or provided by the Recipient in this Agreement, in any later submission or response to a Division request, or in any submission or response to fulfill the requirements of this Agreement. All of said information, representations, and materials is incorporated by reference. The inaccuracy of the submissions

- or any material changes will, at the option of the Division and with thirty (30) days written notice to the Recipient, cause the termination of this Agreement and the release of the Division from all its obligations to the Recipient.
- b. This Agreement must be construed under the laws of the State of Florida, and venue for any actions arising out of this Agreement will be in the Circuit Court of Leon County. If any provision of this Agreement is in conflict with any applicable statute or rule, or is unenforceable, then the provision is null and void to the extent of the conflict, and is severable, but does not invalidate any other provision of this Agreement.
 - c. Any power of approval or disapproval granted to the Division under the terms of this Agreement will survive the term of this Agreement.
 - d. This Agreement may be executed in any number of counterparts, any one of which may be taken as an original.
 - e. The Recipient agrees to comply with the Americans With Disabilities Act (Public Law 101-336, 42 U.S.C. Section 12101 et seq.), which prohibits discrimination by public and private entities on the basis of disability in employment, public accommodations, transportation, State and local government services, and telecommunications.
 - f. The Recipient must comply with any Statement of Assurances incorporated as Attachment D.
 - g. Those who have been placed on the convicted vendor list following a conviction for a public entity crime or on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of \$25,000.00 for a period of thirty-six (36) months from the date of being placed on the convicted vendor list or on the discriminatory vendor list.
 - h. The State of Florida's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature, and subject to any modification in accordance with Chapter 216, Florida Statutes, or the Florida Constitution.
 - i. All bills for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof.
 - j. Any bills for travel expenses must be submitted in accordance with section 112.061, Florida Statutes.
 - k. This Agreement, upon execution, contains the entire agreement of the parties and no prior written or oral agreement, express or implied, shall be admissible to contradict the provisions of this Agreement.
 - l. This Agreement may not be modified except by formal written amendment executed by both of the parties.
 - m. If the Recipient is allowed to temporarily invest any advances of funds under this Agreement, they must use the interest earned or other proceeds of these investments only to cover expenditures incurred in accordance with section 603 of the Social Security Act and the Guidance on eligible expenses. If a government deposits Fiscal Recovery Fund payments in a government's general account, it may use those funds to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended. The State of Florida will not intentionally award publicly-funded contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324a(e) [Section 274A(e) of the Immigration and Nationality Act ("INA")]. The Division shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the INA. Such violation by the Recipient of the employment provisions contained in Section 274A(e) of the INA will be grounds for unilateral cancellation of this Agreement by the Division.
 - n. The Recipient is subject to Florida's Government in the Sunshine Law (section 286.011, Florida Statutes) with respect to the meetings of the Recipient's governing board or the meetings of any subcommittee making recommendations to the governing board. All of these meetings must be publicly noticed, open to the public, and the minutes of all the meetings will be public records, available to the public in accordance with Chapter 119, Florida Statutes.
 - o. All expenditures of state or federal financial assistance must be in compliance with the laws, rules and regulations applicable to expenditures of State funds, including but not limited to, the Reference Guide for State Expenditures.
 - p. In accordance with section 215.971(1)(d), Florida Statutes, the Recipient may expend funds authorized by this Agreement only for allowable costs resulting from obligations incurred during the specific agreement period.

- q. Any balances of unobligated cash that have been advanced or paid that are not authorized to be retained for direct program costs in a subsequent period must be refunded to the Secretary.
- r. If the purchase of the asset was consistent with the limitations on the eligible use of Fiscal Recovery Funds provided by ARPA and Treasury Guidance, the Recipient may retain the asset. If such assets are disposed of prior to December 31, 2024, the proceeds would be subject to the restrictions on the eligible use of Fiscal Recovery Funds provided by ARPA.

(14) LOBBYING PROHIBITION

- a. 2 CFR §200.450 prohibits reimbursement for costs associated with certain lobbying activities.
- b. Section 216.347, Florida Statutes, prohibits "any disbursement of grants and aids appropriations pursuant to a contract or grant to any person or organization unless the terms of the grant or contract prohibit the expenditure of funds for the purpose of lobbying the Legislature, the judicial branch, or a state agency."
- c. No funds or other resources received from the Division under this Agreement may be used directly or indirectly to influence legislation or any other official action by the Florida Legislature or any state agency.
- d. The Recipient certifies the following:
 - i. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
 - ii. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the Recipient must complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities."
 - iii. The Recipient must require that this certification be included in the award documents for all subawards (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Recipients shall certify and disclose.
 - iv. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(15) REQUIRED CONTRACTUAL PROVISIONS

a. EQUAL OPPORTUNITY EMPLOYMENT

- i. In accordance with 41 CFR §60-1.4(b), the Recipient hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the following equal opportunity clause:

During the performance of this contract, the contractor agrees as follows:

- 1. The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

- a. Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
2. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
3. The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
4. The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
5. The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
6. The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
7. In the event of the contractor's noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
8. The contractor will include the portion of the sentence immediately preceding paragraph 1(a)(ii) of this section and the provisions of subparagraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

b. COPELAND ANTI-KICKBACK ACT

- i. The Recipient hereby agrees that, unless exempt under Federal law, it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, the following clause:

"Contractor. The contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 CFR pt. 3 as may be applicable, which are incorporated by reference into this contract."

- ii. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clause in subsection b(i) above and such other clauses as the Secretary may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.
- iii. Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a contractor and subcontractor as provided in 29 CFR § 5.12.

c. CONTRACT WORK HOURS AND SAFETY STANDARDS

If the Recipient, with the funds authorized by this Agreement, enters into a contract that exceeds \$100,000 and involves the employment of mechanics or laborers, then any such contract must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation.

d. CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT

If the Recipient, with the funds authorized by this Agreement, enters into a contract that exceeds \$150,000, then any such contract must include the following provision:

"Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387), and will report violations to FEMA and the Regional Office of the Environmental Protection Agency (EPA)."

e. SUSPENSION AND DEBARMENT

If the Recipient, with the funds authorized by this Agreement, enters into a contract, then any such contract must include the following provisions:

- i. This contract is a covered transaction for purposes of 2 CFR pt. 180 and 2 CFR pt. 3000. As such the contractor is required to verify that neither the contractor, its principals (defined at 2 CFR § 180.995), nor its affiliates (defined at 2 CFR § 180.905) are excluded (defined at 2 CFR § 180.940) or disqualified (defined at 2 CFR § 180.935).
- ii. The contractor must comply with 2 CFR pt. 180, subpart C and 2 CFR pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction into which it enters.
- iii. This certification is a material representation of fact relied upon by the Division. If it is later determined that the contractor did not comply with 2 CFR pt. 180, subpart C and 2 CFR pt. 3000, subpart C, in addition to remedies available to the Division, the Federal Government may pursue available remedies, including, but not limited to, suspension and/or debarment.
- iv. The bidder or proposer agrees to comply with the requirements of 2 CFR pt. 180, subpart C and 2 CFR pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

f. BYRD ANTI-LOBBYING AMENDMENT

If the Recipient enters into a contract using funds authorized by this Agreement, then any such contract must include the following clause:

"Byrd Anti-Lobbying Amendment, 31 USC § 1352 (as amended). Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the Recipient."

(16) ATTACHMENTS. The parties agree to, and incorporate as though set forth fully herein, the following exhibits and attachments:

Exhibit 1	Funding Sources
Attachment A	ARPA Coronavirus Local Fiscal Recovery Fund Eligibility Certification
Attachment B	Certification Regarding Lobbying
Attachment C	Program Statutes and Regulations
Attachment D	Statement of Assurances
Attachment E	Award Terms and Conditions

(17) LEGAL AUTHORIZATION. The Recipient certifies that its governing body has authorized the Recipient's execution of this Agreement and that the undersigned person has the authority to legally execute and bind the Recipient to the terms of this Agreement.

RECIPIENT

Tarpon Springs, City of

By:

Name and title:

Date:

FEIN : 596000437

DUNS : 868476581

**STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT**

By: _____

Name and Title: **Kevin Guthrie, Director**

Date: _____

Exhibit 1

Funding Sources

STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT, SUBJECT TO SECTION 215.97, FLORIDA STATUTES, CONSIST OF THE FOLLOWING:

State Project -

State awarding agency: Florida Division of Emergency Management

Catalog of State Financial Assistance title: Coronavirus State and Local Fiscal Recovery Funds (CSFRF)

Catalog of Federal Domestic Assistance number: 21.027

Amount of State Funding: \$12,810,334.00

Attachment A

ARPA Coronavirus Local Fiscal Recovery Fund Eligibility Certification

I, _____, am the Authorized Agent of Tarpon Springs, City of ("Recipient") and I certify that:

1. I have the authority on behalf of the Recipient to request fund payments from the State of Florida ("State") for federal funds appropriated pursuant to section 603 of the Social Security Act, as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2, Title VI (March 11, 2021).
2. I have submitted to the State the Recipient's Total Budget in effect as of January 27, 2020, as defined by the United States Department of the Treasury, the annual operating budget including general fund and other funds.
3. I understand that the State will rely on this certification as a material representation in making grant payments to the Recipient.
4. I acknowledge that the Recipient should keep records sufficient to demonstrate that the expenditure of funds it has received is in accordance with section 603(a) of the Social Security Act.
5. I acknowledge that all records and expenditures are subject to audit by the United States Department of Treasury's Inspector General, the Florida Division of Emergency Management, and the Florida State Auditor General, or designee.
6. I acknowledge that the Recipient has an affirmative obligation to identify and report any duplication of benefits. I understand that the State has an obligation and the authority to de-obligate or offset any duplicated benefits.
7. I acknowledge and agree that the Recipient shall be liable for any costs disallowed pursuant to financial or compliance audits of funds received.
8. I acknowledge that if the Recipient has not obligated the funds it has received to cover costs that were incurred by December 31, 2024, as required by the statute, those funds must be returned to the United States Department of the Treasury.
9. I acknowledge that the Recipient's proposed uses of the funds provided as grant payments from the State by federal appropriation under section 603 of the Social Security Act will be used only to cover those costs that:
 - a. to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
 - b. to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, non-entitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
 - c. for the provision of government services to the extent of the reduction in revenue of such metropolitan city, non-entitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, non-entitlement unit of local government, or county prior to the emergency; or
 - d. to make necessary investments in water, sewer, or broadband infrastructure.

In addition to each of the statements above, I acknowledge on submission of this certification that my jurisdiction has incurred eligible expenses during the period that begins on March 3, 2021 and ends on December 31, 2024.

By:

Signature:

Title:

Date:

Attachment B
Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned Recipient, _____, certifies, to the best of his or her knowledge that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence any officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. Sec. 1352 (as amended by the Lobbying Disclosure Act of 119). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Recipient, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, Recipient understands and agrees that the provisions of 31 U.S.C. Sec. 3801 *et seq.* apply to his certification and disclosure, if any.

By:

Signature:

Title: _

Date: _

Attachment C

Program Statutes and Regulations

42 U.S.C. 801 Social Security Act Title 31, Part 35, Code of Federal Regulations	Coronavirus State and Local Fiscal Recovery Funds Treasury Interim Final Rule
Section 215.422, Florida Statutes	Payments, warrants, and invoices; processing time limits; dispute limitation; agency or judicial branch compliance
Section 215.971, Florida Statutes	Agreements funded with federal and state assistance
Section 216.347, Florida Statutes	Disbursement of grant and aids appropriations for lobbying prohibited
CFO MEMORANDUM NO. 04 (2005-06)	Compliance Requirements for Agreements

ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS

ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

As a condition of receipt of federal financial assistance from the Department of the Treasury, the recipient named below (hereinafter referred to as the "Recipient") provides the assurances stated herein. The federal financial assistance may include federal grants, loans and contracts to provide assistance to the Recipient's beneficiaries, the use or rent of Federal land or property at below market value, Federal training, a loan of Federal personnel, subsidies, and other arrangements with the intention of providing assistance. Federal financial assistance does not encompass contracts of guarantee or insurance, regulated programs, licenses, procurement contracts by the Federal government at market value, or programs that provide direct benefits.

The assurances apply to all federal financial assistance from or funds made available through the Department of the Treasury, including any assistance that the Recipient may request in the future.

The Civil Rights Restoration Act of 1987 provides that the provisions of the assurances apply to all of the operations of the Recipient's program(s) and activity(ies), so long as any portion of the Recipient's program(s) or activity(ies) is federally assisted in the manner prescribed above.

1. Recipient ensures its current and future compliance with Title VI of the Civil Rights Act of 1964, as amended, which prohibits exclusion from participation, denial of the benefits of, or subsection to discrimination under programs and activities receiving federal financial assistance, of any person in the United States on the ground of race, color, or national origin (42 U.S.C. § 2000d *et seq.*), as implemented by the Department of the Treasury Title VI regulations at 31 CFR Part 22 and other pertinent executive orders such as Executive Order 13166, directives, circulars, policies, memoranda, and/or guidance documents.
2. Recipient acknowledges that Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," seeks to improve access to federally assisted programs and activities for individuals who, because of national origin, have Limited English proficiency (LEP). Recipient understands that denying a person access to its programs, services, and activities because of LEP is a form of national origin discrimination prohibited under Title VI of the Civil Rights Act of 1964 and the Department of the Treasury's implementing regulations. Accordingly, Recipient shall initiate reasonable steps, or comply with the Department of the Treasury's directives, to ensure that LEP persons have meaningful access to its programs, services, and activities. Recipient understands and agrees that meaningful access may entail providing language assistance services, including oral interpretation and written translation where necessary, to ensure effective communication in the Recipient's programs, services, and activities.
3. Recipient agrees to consider the need for language services for LEP persons when Recipient develops applicable budgets and conducts programs, services, and activities. As a resource, the Department of the Treasury has published its LEP guidance at 70 FR 6067. For more information on taking reasonable steps to provide meaningful access for LEP persons, please visit <http://www.lep.gov>.

4. Recipient acknowledges and agrees that compliance with the assurances constitutes a condition of continued receipt of federal financial assistance and is binding upon Recipient and Recipient's successors, transferees, and assignees for the period in which such assistance is provided.
5. Recipient acknowledges and agrees that it must require any sub-grantees, contractors, subcontractors, successors, transferees, and assignees to comply with assurances 1-4 above, and agrees to incorporate the following language in every contract or agreement subject to Title VI and its regulations between the Recipient and the Recipient's sub-grantees, contractors, subcontractors, successors, transferees, and assignees:

The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.

6. Recipient understands and agrees that if any real property or structure is provided or improved with the aid of federal financial assistance by the Department of the Treasury, this assurance obligates the Recipient, or in the case of a subsequent transfer, the transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property.
7. Recipient shall cooperate in any enforcement or compliance review activities by the Department of the Treasury of the aforementioned obligations. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Recipient shall comply with information requests, on-site compliance reviews and reporting requirements.
8. Recipient shall maintain a complaint log and inform the Department of the Treasury of any complaints of discrimination on the grounds of race, color, or national origin, and limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, pending or completed, including outcome. Recipient also must inform the Department of the Treasury if Recipient has received no complaints under Title VI.
9. Recipient must provide documentation of an administrative agency's or court's findings of non-compliance of Title VI and efforts to address the non-compliance, including any voluntary compliance or other

agreements between the Recipient and the administrative agency that made the finding. If the Recipient settles a case or matter alleging such discrimination, the Recipient must provide documentation of the settlement. If Recipient has not been the subject of any court or administrative agency finding of discrimination, please so state.

10. If the Recipient makes sub-awards to other agencies or other entities, the Recipient is responsible for ensuring that sub-recipients also comply with Title VI and other applicable authorities covered in this document. State agencies that make sub-awards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of sub-recipients.

The United States of America has the right to seek judicial enforcement of the terms of this assurances document and nothing in this document alters or limits the federal enforcement measures that the United States may take in order to address violations of this document or applicable federal law.

Under penalty of perjury, the undersigned official(s) certifies that official(s) has read and understood the Recipient's obligations as herein described, that any information submitted in conjunction with this assurances document is accurate and complete, and that the Recipient is in compliance with the aforementioned nondiscrimination requirements.

Tarpon Springs, City of

Date

Signature of Authorized Official

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 30 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

OMB Approved No. 1505-0271
Expiration Date: November 30, 2021

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address:

Tarpon Springs, City of

Address:

DUNS Number: 868476581

Taxpayer Identification Number: 596000437

Assistance Listing Number: 21.027

Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient: Tarpon Springs, City of

Authorized Representative:

Title:

Date signed:

U.S. Department of the Treasury:

Authorized Representative: Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS LOCAL FISCAL RECOVERY FUND
AWARD TERMS AND CONDITIONS

1. Use of Funds.
 - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
 - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
 - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.

a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.

b. Federal regulations applicable to this award include, without limitation, the following:

i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.

ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.

iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.

iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.

v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.

vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.

vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.

viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C.

§§ 4601-4655) and implementing regulations.

ix. Generally applicable federal environmental laws and regulations.

c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:

i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and

Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
- iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
- iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
- v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.

11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.

12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.

13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."

14. Debts Owed the Federal Government.

- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are

determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.

- b. Any debts determined to be owed the federal government must be paid promptly by Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

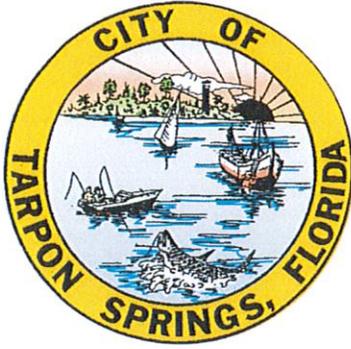
16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Treasury employee responsible for contract or grant oversight or management;
 - v. An authorized official of the Department of Justice or other law enforcement agency;
 - vi. A court or grand jury; or
 - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR

19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.



CITY OF TARPON SPRINGS, FL

Procurement Services

324 East Pine Street
P.O. Box 5004
Tarpon Springs, Florida 34688-5004
(727) 942-5615
Fax (727) 937-1766

MEMORANDUM

TO: Honorable Mayor and Board of Commissioners

FROM: Janina Lewis, CPPO, NIGP-CPP, Procurement Services Director *JL*

DATE: 08/24/2021

SUBJECT: Award Bid No. 210179-B-JL Furnish and Install One (1) Commercial Steel Building- Rebid

RECOMMENDATION:

Award Bid No. 210179-B-JL Furnish and Install One (1) Commercial Steel Building- Rebid, to All Steel Buildings, in an amount not to exceed \$73,500.00 for Utilities Maintenance.

BACKGROUND:

On June 22, 2021, the Board approved rescinding the commercial steel building award and approved re-bidding the solicitation due to the drastic price increases in U.S. steel. On July 7, 2021, the rebid was posted. Four responses were received, All Steel Buildings was the lowest, responsive, responsible bidder at \$63,500.00.

The purpose of this contract is to furnish and install one (1) - 60'x30'x14', commercial steel building for utility maintenance at the Dixie Highway location, which will be used for the metal workshop to perform repairs and maintain equipment out of the weather elements (see attached memo). Reference checks were conducted, and All Steel Buildings was found to be satisfactory in their work and on time completion of projects.

The recommended award amount of \$73,500.00, includes a contingency amount for \$10,000.00, for any unforeseen work.

FUNDING: 402-4604-536-6200 Sewage Lift Stations

Accepted by: _____
City Manager

Attest: _____
City Clerk

Tabulation of Submittals
For
Bid No. 210179-B-JL
Furnish and Install (1) Commercial Steel Building Re-Bid
Thursday, July 29, 2021 @ 3:00 p.m.

All Steel Buildings Gibsonton, FL	\$63,500.00
Popes Utility Buildings Inc. Mango, FL	\$70,848.00
Kalex Steel Buildings, Corp. Miami, FL	\$119,692.00
Bliss Products and Services, Inc. Lithia Springs, GA	\$120,826.00

Broadcast: 368 Plan holders: 16 Responses: 4

Bids from the companies listed herein are the only bids received timely as of the above opening date and time. All other bids submitted in response to this Bid, if any, are hereby rejected as late.



Public Services Department

Memorandum

Date: August 16, 2021
To: Janina Lewis, Procurement Services Director
Through: Paul Smith, Public Services Director *PS*
From: Raymond Page, Utilities Superintendent
Francisco Pavez, Utilities Maintenance Supervisor
Subject: Recommendation to Award- Furnish and Install One Commercial Steel Building for Utilities Maintenance Workshop, Bid No. 210179-B-JL

Recommendation

It is recommended that the Board award Bid No. 210179-B-JL to All Steel Buildings, Inc. to Furnish and Install One Commercial Steel Building for a Utilities Maintenance Workshop in an amount not to exceed \$73,500, Bid No. 210179-B-JL.

Background

This proposed building is to be used as a workshop to perform fabrication, repairs, and maintenance of utility equipment. The utilities maintenance staff have skilled fabricators with metalworking and welding capabilities. This is a vital facility to store equipment out of the elements, enhance inhouse services, and reduce the amount of contract work. The proposed building measures 60 ft. x 30 ft. x 14 ft. high with a roll up door. The concrete slab will be completed in house to save on total costs.

The City has re-bid this project and has received (4) competitive bids that represent fair market conditions. It is recommended to award to low bidder All Steel Buildings, Inc. in an amount not to exceed \$73,500. This includes a \$10,000 contingency over the low bid to cover unanticipated costs that will only be authorized in the portion required, and as approved by the City.

Funding

This project will be funded by Water and Sewer enterprise account 402-4604-536.62.



CITY OF TARPON SPRINGS, FL

Procurement Services

324 East Pine Street
P O Box 5004
Tarpon Springs Florida 34688-5004
(727) 942-5615
Fax (727) 937-1766

MEMORANDUM

TO: Honorable Mayor and Board of Commissioners
FROM: Janina Lewis, CPPO, NIGP-CPP, Procurement Services Director
DATE: 06/22/2021
SUBJECT: Rescind Award of Bid No. 210038-Commercial Steel Building - Rebid

RECOMMENDATION:

Rescind Award of Bid No. 210038-Commercial Steel Building - Rebid to Popes Utility Building Inc. for reasons stated in the background for the Public Services Department.

BACKGROUND:

On November 10, 2020 the Board awarded the bid. The purpose of contract was to provide a commercial steel 40' x 30' workshop facility for the Utilities Maintenance Division at the Dixie Highway location. On March 31, 2021 Popes Utility Building Inc. notified the City that they had received a 20% increase in prices on all steel material, and that turn-around times had drastically increased due to the U.S. Steel shortage (see attached email). Based on market research, the U.S. Bureau of Labor Statistics' Producer Price Index News Release Summary recorded the largest Producer Price Index increase since 12-month data were first calculated in November of 2010 (<https://www.bls.gov/news.release/ppi.nr0.htm>) and steel fluctuations, since December of 2020 had a major uptick of about +20% from August 2020 and in January 2021 the price of steel had jumped +37% from August 2020 (<https://sheffieldmetals.com/learning-center/steel-price-update-2021/>). On May 26, 2021 Popes Utility Building Inc. formally contacted the Procurement Services Director and requested to rescind the award (see attached email).

On June 4, 2021 the City Attorney provided feedback on the options available (see attached email). Due to past performance by Popes Utility Buildings Inc., their satisfactory status and their ability to demonstrate that this was an unusual circumstance, it is recommended that no punitive action be taken at this time with the understanding this will not be tolerated in the future. However, it is understood the Board may, at its sole discretion, disqualify the Popes Utility Building Inc. from bidding for a period of six (6) months. The recommendation is to rescind the award and further re-bid the solicitation (see attached memo).

FUNDING: N/A

*BOC Approved
Append Minutes
6-22-2021*



City of TARPON SPRINGS, FL

Procurement Services

324 East Pine Street
P.O. Box 5004
Tarpon Springs, Florida 34688-5004
(727) 942-5615
Fax (727) 937-1766

MEMORANDUM

TO: Honorable Mayor and Board of Commissioners

THRU: Jay Jackus, CPPO, CPPB, Procurement Services Director 

FROM: Janina Lewis, CPPO, Senior Procurement Analyst 

DATE: 11/10/2020

SUBJECT: Award Bid No. 210038-B-JL Furnish and Install One (1) Commercial Steel Building- Rebid

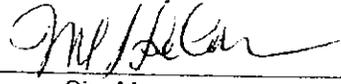
RECOMMENDATION:

Award Bid No. 210038-B-JL Furnish and Install One (1) Commercial Steel Building- Rebid, to Popes Utility Buildings Inc., in an amount not to exceed \$36,855.00 for Utilities Maintenance.

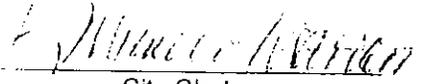
BACKGROUND:

The purpose of this contract is to furnish and install one (1) - 40'x30'x14', commercial steel building for utility maintenance at the Dixie Highway location, which will be used for the metal workshop to perform repairs and maintain equipment out of the weather elements. Rebidding the project as opposed to awarding to the single bid received, resulted in a savings of \$18,895.00 (see attached memo).

FUNDING: 402-4604-536-6300 Project No. WS2142

Accepted by: 

City Manager

Attest: 

City Clerk



Public Services Department

Memorandum

Date: November 10, 2020
To: Jay Jackus, Procurement Director
Through: Paul Smith, Public Services Director *PS*
From: Raymond Page, Utilities Superintendent
Francisco Pavez, Utilities Maintenance Supervisor
Subject: Recommendation to Award Bid from Popes Utility Buildings to Furnish and Install
(1) Commercial Steel Building, Bid No. 210038-B-JL

Recommendation

It is recommended to award to the low bidder Pope's Utility Buildings to furnish and install (1) Commercial Steel Building in an amount not to exceed \$36,855.00.

Background

The Utilities Maintenance Department requires a metal workshop building to perform repairs and maintain equipment out of the elements. The proposed building measures 40 ft. x 30 ft. x 14 ft. high with a roll up door.

This building was re-bid after receiving a single bid of \$55,750.00. Upon rebidding, 5 bids were received with a low bid of \$36,855.00. We recommend award of the bid to the low bidder Pope's Utility Buildings of Tampa, FL.

From: popes@verizon.net [<mailto:popes@verizon.net>]
Sent: Tuesday, December 22, 2020 9:40 AM
To: fpavez@ctstfl.us
Cc: tiffany_tampasheds@gmail.com
Subject: Re: 200 Dixie hwy

Cisco,

Can we meet on the 7th ? We can firm up time after new year.

Mike

Sent from AOL Mobile Mail
Get the new AOL app: mail.mobile.aol.com

On Tuesday, December 22, 2020, Francisco Pavez <fpavez@ctstfl.us> wrote:

Good morning Mike,

As per our phone conversation, attached is the PO for the new building. Please let me know when it will be a good time to go over the plan for install.

Bests,

Cisco Pavez

Utilities Maintenance Supervisor | City of Tarpon Springs, Florida | 200 Dixie Highway, Tarpon Springs, FL 34688-5004 | Office: 727.938.3711 Ext. 4018 | Cell: 727.946.7086 | e-mail: fpavez@ctstfl.us

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from the City are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure.

Janina Lewis

From: popes@verizon.net
Sent: Wednesday, May 26, 2021 10:14 AM
To: Janina Lewis
Subject: Re: Utilities Steel Bldg Rebid 210038-B-JL

External Email: Be cautious with links and attachments

Janina,

Per our conversation, we are requesting to rescind our proposal (210038-B-JL). Our request is due to the delay in finalizing the exact size of the unit that would fit in the area requested. After the inspection of the site, there was some question that the size building requested may not be possible without adjusting another structure. Because we were not sure if changes would need to be made to the requested building, we were waiting for further direction before placing an order with the supplier. As you are aware, material prices have increased exponentially during this waiting period, and at this time, we can not obtain the building at the same price point. Therefore, we would request to rebid at the time you have the site prepared and know the exact size needed.

Respectfully,
Mike

Pope's Utility Building Inc
(813)626-6289

-----Original Message-----

From: Janina Lewis <jlewis@ctsfl.us>
To: popes@verizon.net <popes@verizon.net>
Sent: Wed, May 26, 2021 7:42 am
Subject: Utilities Steel Bldg Rebid 210038-B-JL

Mike,

Good morning. The city is going to the BOC to recommend rescinding the award and rebid. Can you please send me an email stating that your decision to not to complete the contract at the original bid pricing. I think we spoke about this a while back. Let me know if you have any questions.

Thanks,

Respectfully,

Janina Lewis, CPPO, NIGP-CPP
Procurement Services Director
City of Tarpon Springs
324 Pine St
Tarpon Springs, FL 34689
Comm. PH: 727-942-5615 x2232
Email: jlewis@ctsfl.us

Janina Lewis

From: Robert Eschenfelder <Rob@cityattorneys.legal>
Sent: Friday, June 04, 2021 4:49 PM
To: Janina Lewis
Cc: Thomas Trask, Mark LeCouris
Subject: FW: Utilities Steel Bldg Rebid 210038-B JL
Attachments: RE, 200 Dixie hwy: Popes Bidding document.pdf; Signed BOC Award and PO.pdf; Notice of Award.pdf; Addendum 1.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

External Email - Use caution with links and attachments

Ms. Lewis,

City Attorney Trask asked me to assist you with this matter.

In looking at the email chain you attached, you asked the right questions, and I didn't see you getting a straight answer. Indeed, I didn't really see the vendor say it "would not" live up to its bid, as your staffer's email asserted. All the email said was that the bidder got a price increase and wanted to know "what the City's purchasing wanted to do."

Well, if I were you, what I would do is tell the vendor that it submitted a legally binding bid authorizing the City to accept the bid, thus forming a contract. So, if the bidder is indeed going to assert it will not honor the bid, it is now really saying it will not honor a contract it has entered.

This is kind of the same discussion we had yesterday re PVC costs. Everyone knows costs have been going up, and supplies are lagging in delivery. But all of these conditions were all well underway and known to the business community before the City issued this solicitation (which, according to the documents, was itself a re-bid).

If there were a bid bond required, at the least if the City were going to let the bidder off the hook, I would want to take the bid bond. But the docs don't seem to show the City required one, so there's none to take.

So my first vote (if I had one) would be to just insist the vendor perform under the contract, stepping up and honoring a commitment made, like any good reputable business would do. That kind of action shows ethical soundness and I'm sure would cause the City to look with favor on this vendor in future solicitations.

But if the City is inclined to allow the bidder out of its contract at this point, were I the City, I would tell the vendor that to do so, the City will require two things from the vendor:

- The payment of some sum of money (proportional to the original project budget) which would assist the City to offset its costs for having to again bid out the project, and
- Consent from the vendor that it will not be allowed to submit a bid for City work for, say, the next 120 days (it is important to bar the vendor from participating in at least the re-bid of this project since now it has had the advantage of seeing its competitors' pricing, which isn't fair to them)



Public Services Department

Memorandum

Date: May 24, 2021
To: Janina Lewis, Procurement Services Director
Through: Paul Smith, Public Services Director PS
From: Raymond Page, Utilities Superintendent
Francisco Pavez, Utilities Maintenance Supervisor
Subject: Recommendation to Rescind Award- from Popes Utility Buildings to Furnish and Install (1) Commercial Steel Building Bid No. 210038-B-JL

Recommendation

Rescind the associated bid award and re-bid with a revised project budget due to increased pricing in the construction market.

Background

The Utilities Maintenance Department previously bid and awarded the construction of a metal workshop building. This proposed building is intended to be used to perform repairs and maintenance of utility equipment. Due to unusual circumstances outside of the City's control associated with the COVID 19 pandemic, the increased cost of commodities, and the increased cost of construction materials, the vendor can no longer complete the work for the original amount of the award and is exercising his right to rescind his bid.

Staff will be revisiting updated materials costs with an upcoming City project and will re-calibrate the project budget before going out to re-bid.

As a result of these unusual circumstances of widespread cost increases, the City recommends that the vendor not be debarred or penalized for withdrawing the bid.



**Public Works Department
Office of the Director**

To: Janina Lewis, Procurement Services Director
From: Tom Funcheon, Public Works Director
Date: August 17, 2021, 
Subject: Used Compact Loader Purchase

Recommendation:

To approve the purchase of a used/demo Hitachi ZW50 1 yard Wheel Loader with HVAC, Aux Hydraulics, Power Quick Connect & Bucket from Bobcat in the amount of \$51,000.

Background:

With increased duties and staff shortages, it has been necessary to rent an Articulating Loader in order to facilitate multiple projects within the Parks & Parkways Division. We have spent \$21,000 on rentals to this point. With future up-coming projects, including Sports Complex Soccer Field Expansion and Sisler Field Renovations, we would need to rent the equipment at a cost of at least \$35,000 in order to complete these two projects and other uses throughout the city.

We have looked around at the possibility of purchasing equipment and have found many comparable at a cost of \$75,000. This particular demo piece of equipment from Bobcat, which has low hours and full warrantee is available at the cost of \$51,000. Purchasing used/demo equipment meets Procurement guidelines.

The purchase will be funded through the Parks & Parkways budget, account # 001-1403-572.64.



Product Quotation

Quotation Number: 38C3D038350

Date: 2021-08-12 13:56:01

Ship to	Bobcat Dealer	Bill To
City of Tarpon Springs Attn: Rich Parkinson 325 E Pine St Tarpon Springs, FL 34689 Phone: (727) 942-5629	Bobcat of Tampa, Tampa, FL 2910 OVERPASS ROAD TAMPA FL 33619 Contact: Ken Caple Cellular: 813-352-5009 E Mail: KCaple@synergyequip.com	City of Tarpon Springs Attn: Rich Parkinson 325 E Pine St Tarpon Springs, FL 34689 Phone: (727) 942-5629

Description	Part No	Qty	Price Ea.	Total
2018 (<u>Used/Demo Unit from Inventory with 6 hours</u>), Hitachi ZW50 1yd Wheel Loader, with HVAC, Aux Hydraulics, Power quick connect & Bucket. Though used Demo unit will come with 2yr/2000 (remainder of) FULL Warranty as part of Rebate Sale Program. STK#1025395 S/N# ZW50-015223		1	\$51,000.00	\$51,000.00

Alarms (Visual):	Bucket,	Gauges:	Lights:
Battery Discharge	Coupler-Type 0.78 CuYd	Engine Coolant Temp	(2) Headlights
Brake Oil Level	Bucket Leveler	Fuel Level	(2) Stop/Tail/Turn Lights
Engine Oil Pressure	Cold Start Aid,	Hour Meter	(2) Turn Signals (Front)
Alternator (60 AMP)	Glow Plugs	Hydraulic Oil Level, Sight	(1) Backup
Battery: 12V-450CCA	Coupler, Hydraulic	Horn (Electric)	Neutral Safety Start
Brake (Parking)	Universal	Hydraulic System,	Radiator Dust Screen
Spring Applied,	Counterweight	3-Spool Valve	Radiator, Side-by-Side
Oil pressure released,	Drawbar	Inching Pedal Function	w/ Oil Cooler
Enclosed Wet Disc	Easy Clean Floor	Indicators:	Reverse Alarm
Brakes (Service)	Engine Fuel Filter	Engine Pre-Heater	ROPS / FOPS Canopy
Enclosed Wet Disc,	w/ Water Separator	Forward/Reverse	Safety Articulation
Full Hydraulic System	Engine Coolant Reservoir	Parking Brake	Locking Bar
	Fenders	Turn Signals	Seat, Adjustable Suspension
		Limited Slip Differentials (F&R)	Seat Belt (3 inch)
		Linkage (Z-type,	Shift Lever Lock
		sealed w/HN Bushings)	Vandalism Protection

Total of Items Quoted
Quote Total - US dollars

\$51,000.00
\$51,000.00

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ Sign: _____ Date: _____



CITY OF TARPON SPRINGS, FL
Procurement Services

324 East Pine Street
P.O. Box 5004
Tarpon Springs, Florida 34688-5004
(727) 942-5615
Fax (727) 937-1766

MEMORANDUM

TO: Honorable Mayor and Board of Commissioners
Thru: Janina Lewis, CPPO, CPP-NIGP, Procurement Services Director *gl*
FROM: Anthony McGee, NIGP-CPP, CPPO, CPPB, MBA Senior Procurement Analyst *am*
DATE: 8/24/2021
SUBJECT: Award File No. 210199-C-AM utilizing Sourcewell Contract No. 2021-120716-NAF Vehicles, Cars, Vans, SUVs, and Light Trucks with Related Equipment, Accessories and Services for the Purchase of Vehicles

RECOMMENDATION:

Award File No. 210199-C-AM utilizing Sourcewell Contract No. 2021-120716-NAF Vehicles, Cars, Vans, SUVs, and Light Trucks with Related Equipment, Accessories and Services for the purchase of 1 each vehicle (2021 Chevrolet Silverado 1500) from Alan Jay Fleet Sales at a cost \$28,027.00 (minus the insurance settlement amount of \$13,665.00) for a total cost of \$14,362.00 for the Facility Maintenance Department

BACKGROUND:

The Facility Maintenance Department is purchasing a new truck to replace a 2013 Chevrolet Silverado that was involved in an accident that is considered a total loss (see memo). This Silverado will be used in the same manner as the original one as a part of the road work truck for signs throughout the city.

Sourcewell is a public agency serving as a municipal contracting agency under the enabling authority of Minnesota. All Sourcewell contracts have been awarded by virtue of a public competitive process. Sourcewell awards all contracts, which can then be made available to local governments.

FUNDING: Facilities Maintenance 001-1203-539.64

Accepted by: _____ Attest: _____
City Manager City Clerk



City of Tarpon Springs, Florida

Public Works Dept.
325 E. Pine Street
Tarpon Springs, FL 34689
(727) 942-5606

To: Tom Funcheon, Public Works Director 

From: Rich Parkinson, Fleet Manger

Date: August 17, 2021

Regarding: Replacement Vehicle for a 2013 Chevrolet Silverado 1500 asset # 6271 (total loss)

Recommendation:

Vehicle Maintenance recommends the purchase of a new 2021 Chevrolet Silverado 1500 from Alan Jay Fleet Sales at a cost of \$28,027.00, (minus the insurance settlement amount of \$13,665.00 from Florida League of Cities, check # 189174) for a total cost of \$14,362.00.

Background:

On March 23, 2021, asset # 6271 a 2021 Chevrolet Silverado 1500 (Facilitites Maintenance) was involved in an accident. Florida League of Cities inspected the damage and deemed the vehicle a total loss. The payout for the vehicle was received April 19, 2021, for a total of \$13,665.00. This vehicle was used by the Facility Maintenance Department as an on road work truck for signs throughout the City.

Alan Jay Fleet Sales quote # 32679-1 for a 2021 Chevrolet Silverado 1500 will provide for a replacement. There is a significant delay for any 2022 model year vehicles and this 2021 model year truck will be available October-November 2021.

Funding Source will be from Facilities Maintenance account # 001-1203-539.64

ALAN JAY FLEET SALES

Sourcewell
Awardee

Awarded Contract

Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

PHONE (800) ALANJAY (252-6529)		DIRECT 863-402-4234	WWW.ALANJAY.COM	32679-1
Corporate Office	2003 U.S. 27 South	MOBILE 863-991-4693	Mailing Address	P.O. BOX 9200
	Sebring, FL 33870	FAX 863-402-4221		Sebring, FL 33871-9200

ORIGINAL QUOTE DATE
8/13/2021

QUICK QUOTE SHEET

REVISED QUOTE DATE
8/16/2021

REQUESTING AGENCY	TARPON SPRINGS, CITY OF		
CONTACT PERSON	RICH PARKINSON	EMAIL	Rparkinson@ctsf.us
PHONE	727-942-5629 Ext. 2229	MOBILE	727-916-2658
		FAX	727-943-4815

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2021 120716-NAF & 0 www.NationalAutoFleetGroup.com

MODEL	CC10753 1WT	MSRP	\$32,500.00
	2021 CHEVY SILVERADO 1500 DOUBLE CAB 2WD 6.5' BED WORK TRUCK 147"WB		

CUSTOMER ID	BASE VEHICLE PRICE	\$21,452.00
BED LENGTH	6.5' BED	

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS	DESCRIPTION	
GAZ H2G	EXTERIOR COLOR SUMMIT WHITE WITH JET BLACK VINYL INTERIOR.	\$0.00
LV3 MYC	ENGINE, 4.3L FLEXFUEL ECOTEC3 V6 WITH ACTIVE FUEL MANAGEMENT, DIRECT INJECTION AND VARIABLE VALVE TIMING includes aluminum block construction with (FHS) E85 FlexFuel capability, capable of running on unleaded or up to 85% ethanol (285 hp [212 kW] @ 5300 r	\$0.00
SH1	2 ADDITIONAL KEYS FACTORY CUT DEALER PROGRAMMED	\$145.00
JL1	Trailer brake controller, integrated	\$270.00
PEB	WT Value Package includes: (PCV) WT Convenience Package (When (ZW9) pickup bed delete is ordered, (QT5) EZ Lift power lock and release tailgate is deleted.) includes (AQQ) Remote Keyless Entry, (QT5) EZ Lift power lock and release tailgate, (AKO) tinted windows, (C49) rear-window defogger, (K34) cruise control and (DLF) power mirrors(When ordered with (PQA) WT Safety Package, (DLF) power mirrors include (UKC) Lane Change Alert with Side Blind Zone Alert and (DP6) high-gloss mirror caps. Not available with (ZLQ) WT Fleet Convenience Package. (DLF) mirrors are upgradeable to (DPO) trailer mirrors.) and (Z82) Trailering Package(Not available with (ZLQ) WT Fleet Convenience Package or (ZW9) pickup bed delete.)	\$1,510.00
VK3	FRONT LICENSE PLATE BRACKET FACTORY ORDERED	\$0.00

CONTRACT OPTIONS	DESCRIPTION	FACTORY OPTIONS	
DASH-CAM	Rexing V1P 3rd Generation Dual 1080p Full HD Front and Rear 170 Degree Wide Angle Wi-Fi Car Dash Cam with Supercapacitor, 2.4" LCD Screen, G-Sensor, Loop Recording, & Mobile App. With 64GB micro SDXC flash memory card, Mini-USB hardwire kit, and intallation.		\$445.00
NEW-TAG	New CITY tag Includes temp tag & two way overnight shipping for signature.		\$245.00
FS RSL-TRK-AW	Federal Signal Road Side Lighting Package 2: 4 Corner LED's Split Amber/White, 2 Micropulse Ultra 600 series LED's (Split Amber/White) in Grille, 2 Micropulse Ultra 600 series LED's (Split Amber/White) mounted to rear tail gate with white bezel, 1 eight head Amber Signal Master stick installed inside back glass, 1 Compact Digital Soft Button 6 switch controller.		\$2,365.00
FS LGND53-TA-A	Federal Signal 53" Legend Amber Light Bar with 6-LED's per position including takedowns, alleys and traffic advisor feature with Strap kit and Compact Digital Soft Button 6 switch controller.		\$1,595.00

CONTRACT OPTIONS \$4,650.00



Project Administration Department

324 East Pine Street
Tarpon Springs FL 34689
(727) 942-5638

Memorandum

Date: August 17, 2021
To: Mark LeCouris, City Manager
From: Bob Robertson, P.E. Project Administration Department Director
Subject: Spring Blvd/Whitcomb Bayou Area Alternatives

Recommendation

Alternatives are presented below for consideration by the Board of Commissioners for proceeding with addressing short-term and long-term shoreline concerns along Whitcomb Bayou.

Summary

At the June 8, 2021 Regular Session meeting of the Board of Commissioners, the BOC considered and discussed options and alternatives to address the subject area. Specifically, the BOC was considering pedestrian access and aesthetics of the revetment area along the east shoreline of Whitcomb. After much discussion and input from members of the community and from the Sustainability Committee, the BOC ultimately decided to consider broader improvement measures including addressing flooding and sea level rise in the subject area. As a result, the BOC asked City Staff to analyze alternatives, delivery methods, and funding opportunities for a comprehensive approach to addressing the subject area. Staff was also directed to work with *Turn the Tide for Tarpon* and the City *Sustainability Committee* for input as well.

Four options are presented below. The grant options have been discussed in general with representatives of these two organizations. Their preference is to pursue an approach that arrives at construction grant dollars as soon as possible while including adequate time for planning and public involvement.

Option 1: One-grant approach

- This approach would procure the services of Arcadis through Cardno (City Engineer of Record) and involve one grant application.
- The steps to completion would include:
 1. Hire Arcadis through Cardno for approximately \$90,000 to prepare a Technical Feasibility and Alternatives Analysis (TFAA). This step is essentially a planning phase that will ultimately present three alternatives for public input and narrow the selection down to a single project based on BOC and public input. The scope of work also includes a review and recommendation funding strategies and opportunities based on the selected alternative.
 2. Hire Arcadis through Cardno for \$25k-\$50k to prepare a grant application seeking a multi-million dollar award for engineering and construction – consulting pricing depends on the grant that the selected project may be eligible for.
 3. Hire an engineering consultant through RFQ process to complete the design (using grant funding).
 4. Competitively bid the project and hire a contractor to complete the construction (using grant funding).

Estimated City expense = \$115,000-\$140,000

Option 2: Two-grant approach

- This approach would include the services of Arcadis through Cardno (City Engineer of Record) and involve two (2) grant applications.
- The steps to completion would include:
 1. Hire Arcadis through Cardno for \$18k to prepare a grant application seeking planning funds.
 2. Use the planning grant funds up to a maximum of \$300k to complete the planning phase, public involvement, funding strategy determination, and grant application (requires 25% City matching funds in the amount of up to \$75,000).
 3. Hire an engineering consultant through RFQ process to complete the design (using grant funding).
 4. Competitively bid the project and hire a contractor to complete the construction (using grant funding).

Estimated City expense: \$93,000

Option 3 - MLK/South Spring infrastructure project

- This approach would begin design immediately for infrastructure and roadway improvements at the intersection of MLK Blvd. and South Spring Blvd.
- The purpose of the upgrades is to mitigate sea level rise and frequent flooding by raising intersection elevation, installing new stormwater drains, and stormwater check valves.
- City has completed a conceptual design and cost estimate.
- The final design work would include public involvement.

Estimated City expense: \$600,692 (design, permitting, and construction)

Option 4 - Vulnerability Assessment and Action Plan (VAAP)

- This approach would await the results a Vulnerability Assessment and Action Plan (VAAP).
- The VAAP is a city-wide assessment of vulnerability to sea level rise and is a grant-funded project that is in final scoping/grant contract approval stage
- Similar to the Stormwater Action Plan in format, the deliverable is a City-Wide master plan addressing adaptation (resiliency) projects.
- The Whitcomb Bayou area will be included in the analysis.
- Its purpose is to identify and prioritize all resiliency projects. This \$100,000 project is 75% grant-funded by an FDEP Coastal Resiliency Grant and is expected to take one (1) year to complete.

City expense: \$25,000 (City match)



Project Administration Department

324 East Pine Street
Tarpon Springs FL 34689
(727) 942-5638

Memorandum

Date: August 18, 2021
To: Mark LeCouris, City Manager
From: Bob Robertson, P.E. Project Administration Department Director
Subject: Public Input for Rebuild Florida General Infrastructure Program Grant Application

Recommendation

Approval to proceed with publishing a Connect Tarpon Springs webpage to seek public input on a grant application for seawall upgrades.

Summary

Staff is proposing to apply for a grant to upgrade the seawalls that were recently evaluated in the Seawall Master Plan. In order to qualify to apply for a Rebuild Florida General Infrastructure Program grant, the applicant is required to comply with a Public Notice Requirement. Proposed language for public input is presented below.

Project: *City-wide upgrade of City-maintained Seawalls.*

Description: *A recently completed seawall condition assessment evaluated nineteen (19) City-maintained seawalls. Most of them are in need of some level of repair and most of them are constructed at elevations that are too low to combat sea level rise. This project would upgrade all of these seawalls by either repairing, replacing, and/or raising the elevation of the wall.*

Cost: *The estimated cost to complete this effort is \$10.5M. The City would seek to issue a Grant Anticipation Note (loan) to provide the initial funding for the project that would be reimbursed to the City by the grant proceeds to pay off the loan.*

Comments must be received by [insert date - comment period is 14 days from publication date].

Contact Bob Robertson at rrobertson@ctsfl.us with questions

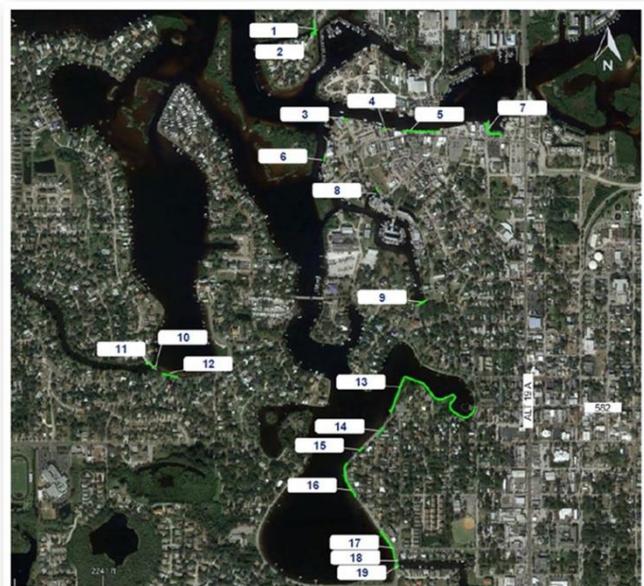


Figure 1-1 Seawall Locations Map



CITY OF TARPON SPRINGS, FL

PROCUREMENT SERVICES

324 East Pine Street
P.O. Box 5004
Tarpon Springs, Florida 34688-5004
(727) 942-5615
Fax (727) 937-1766

MEMORANDUM

TO: Honorable Mayor and Board of Commissioners
THRU: Janina Lewis, CPPO, NIGP-CPP, Procurement Services Director *jl*
FROM: Anthony McGee, NIGP-CPP, CPPO, CPPB, MBA, Senior Procurement Analyst *am*
DATE: 8/10/2021
SUBJECT: Award RFP No. 210129-P-AM Solid Waste & Recyclable Material Collection Services

RECOMMENDATION:

Award RFP No. 210129-P-AM Solid Waste & Recyclable Material Collection Services to Waste Pro of Florida, Inc., for the period of October 1, 2021, through September 30, 2026, in the first year estimated amount of \$4,099,782.20.

BACKGROUND:

The purpose of this contract is to provide solid waste and recyclable material collection services for all residential customers, for City owned facilities and sponsored events and to provide solid waste collection services for all commercial customers within the City limits or water and sewer service area. The proposed first year collection rates are consistent with the current rates. On October 1, 2022, and annually on that date thereafter for the term of the contract, the Contractor shall be entitled to an Annual Collection Rate Adjustment. The cost components consist of "Other Than Fuel and Oil" and "Fuel and Oil". The weighted distribution of the cost components is calculated and set forth in the Operating Costs Statement, on all those costs, rates, and portions of rates that do not constitute costs of disposal.

The Evaluation Committee evaluated 3 responses received for the Request for Proposal and selected the top ranked firm. Reference checks were conducted with cities located in Pinellas County to assess Waste Pro of Florida, Inc services. The City of Seminole Director of Public Works, Rodney Due commented that overall, the transition went smoothly for both the residents and businesses, and Waste Pro has been a good partner as of December 2020. The City of Dunedin Solid Waste Division Director commented since the awarding of the contract in October 2017, that Waste Pro has provided excellent hands-on attention with very low volume of complaints and resolved all concerns in a timely fashion. Overall performance was highly rated.

FUNDING: 401-4105-534.3400 Solid Waste/Sanitary Landfill
401-4108-534.3400 Recycling

**TABULATION OF BIDS FOR
RFP NO. 210129-P-AM**

SOLID WASTE & RECYCLABLE MATERIAL COLLECTION SERVICES

Thursday, July 15, 2021 @ 3:00 P.M.

Company	Total Points
Waste Pro of Florida, Inc. Clearwater, FL	94
Waste Management Inc. of Florida Clearwater, FL	84.89
Orion Waste Solutions Clearwater, FL	76.3

Broadcast: 331

Planholders: 15

Responses: 3

Offers from the companies listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this Bid, if any, are hereby rejected as late.

City of Tarpon Springs
Sanitation Proposals
FY 2022 thru FY 2026

	<u>Waste Pro</u>	<u>Waste Management</u>	<u>Orion Waste</u>
Five Year Contract Total	\$ 20,498,911	\$ 28,263,016	\$ 28,687,370

Contract Break Out by Type of Service

	<u>Waste Pro</u>		<u>Waste Management</u>		<u>Orion Waste</u>	
	<u>Increase (Decrease) Per Month</u>	<u>Percent Increase (Decrease)</u>	<u>Increase Per Month</u>	<u>Percent Increase</u>	<u>Increase Per Month</u>	<u>Percent Increase</u>
Single Family - Refuse & Recycling	\$ 1.15	6.95%	\$ 8.46	51.15%	\$ 12.41	75.03%
Dumpsters Depends on size of Dumpster and Pick-ups Percentage increase the same across all sizes/pick-ups	\$.21 to \$5.16	0.36%	\$16.62 to \$398.94	28.00%	\$9.91 to \$237.94	16.70%
VIP Compactors Depends on size of Dumpster and Pick-ups Percentage increase (decrease) the same across all sizes/pick-ups	(\$5.85) to (\$93.59)	-2.90%	\$56.56 to \$904.95	28.00%	\$109.76 to \$1,756.19	54.34%
Roll Off Pull Charges-Increase Per Pull	\$ 10.56	3.31%	\$ 251.72	78.80%	\$ 70.56	22.09%



CITY OF TARPON SPRINGS, FL

PUBLIC WORKS

324 East Pine Street
P.O. Box 5004
Tarpon Springs, Florida 34688-5004
(727) 942-5606

MEMORANDUM

TO: Janina Lewis, CPPO, NIGP-CPP, Procurement Services Director
FROM: Tom Funcheon, Director of Public Works
DATE: 8/4/2021
SUBJECT: Award RFP No. 210129-P-AM Solid Waste & Recyclable Material Collection Services

RECOMMENDATION:

Award RFP No. 210129-P-AM Solid Waste & Recyclable Material Collection Services to Waste Pro of Florida, Inc., for the period October 1, 2021, through September 30, 2026, in the first year estimated amount \$4,099,782.20. Residential rate will have a 1.14% increase (20 cent increase per customer). Commercial rate will vary slightly depending on service, but overall percentage rate will be similar to residential rate.

BACKGROUND:

The purpose of this contract is to provide solid waste and recyclable material collection services for all residential customers, for City owned facilities and sponsored events. As well as providing solid waste collection services for all commercial customers within the City limits or water and sewer service area. The proposed first year collection rates are consistent with the current rates. On October 1, 2022, and annually on that date thereafter for the term of the contract, the Contractor shall be entitled to an Annual Collection Rate Adjustment. The cost components consist of "Other Than Fuel and Oil" and "Fuel and Oil". The weighted distribution of the cost components is calculated and set forth in the Operating Costs Statement, on all those costs, rates, and portions of rates that do not constitute costs of disposal.

The evaluation committee reviewed three proposals and selected the most highly ranked firm for award recommendation.

FUNDING: 401-4105-534.3400 Solid Waste/Sanitary Landfill
401-4108-534.3400 Recycling

**CONSENSUS SCORE SHEET
INITIAL RANKING**

	SCORE POINTS	Waste Management	Waste Pro	ORION		
Experience/Qualifications	15	15	15	15		
Customer Service	15	15	11	10		
Recycling Services	15	15	13	12		
Points for Cost (ONLY SCORED BY PURCHASING)	55	39.89	55	39.3		
Total	100	84.89	94	76.3		

REP NUMBER: 210129-P-AM

Tom Funchion

Michelle Mims

Michelle Mims

NOTE: DO NOT DISCUSS THESE SCORES WITH OTHER COMMITTEE MEMBERS, FIRMS OR ANYONE OTHER THAN AUTHORIZED ADVISORS UNTIL FINAL RANKING HAS BEEN OFFICIALLY ANNOUNCED

Beth Hughes
Beth Hughes

Trash/Recycle/Yard Waste Services Survey

SURVEY RESPONSE REPORT

13 August 2021 - 18 August 2021

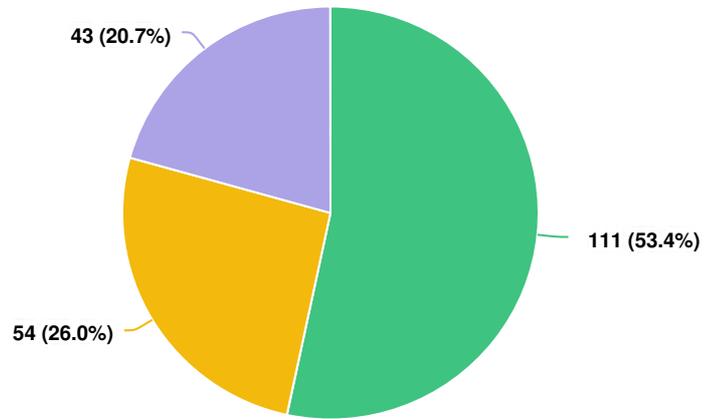
PROJECT NAME:

Trash/Recycle/Yard Waste Services Survey



SURVEY QUESTIONS

Q1 Which of the following is the **MOST IMPORTANT** consideration in choosing a sanitation provider?



Question options

- Cost
- Number of Days of Service
- Other (please specify)

Mandatory Question (208 response(s))

Question type: Radio Button Question

Q2 | What is your opinion on the proposed pickup schedules outlined in the tables above from the three proposals?

Anonymous

8/13/2021 12:27 PM

ok

Anonymous

8/13/2021 01:45 PM

They are fine

Anonymous

8/13/2021 01:45 PM

They are all okay with me

Anonymous

8/13/2021 01:46 PM

They are fine

Anonymous

8/13/2021 01:49 PM

I like the current wastepro pickup schedule, do not want to add more days

Anonymous

8/13/2021 01:53 PM

I like the current schedule, but I do like two days of recycle pick up as well

Anonymous

8/13/2021 01:56 PM

It would be nice to maintain regular pick up schedule that we currently have but price is also an important factor.

Anonymous

8/13/2021 01:58 PM

I can manage with 1 pick up per week for both trash and recycle

Anonymous

8/13/2021 01:59 PM

Waste.pro seems to be in the \$\$ ballpark with keeping pick up still 2 days

Anonymous

8/13/2021 02:02 PM

I prefer option 1, waste management

Anonymous

8/13/2021 02:12 PM

The current schedule is fine. It looks like waste pro will match it so that's good. Orion Waste is out to lunch...

Anonymous

Number 1 is the best. Very happy with WM

8/13/2021 02:15 PM

Anonymous

8/13/2021 02:22 PM

I am in favor if Waste Management because I know the reliability and sufficiency of schefule.

Anonymous

8/13/2021 02:26 PM

Recycling on the same day as a trash day would obviously be more convenient, but I'm much more worried about the drastic cost increase.

Anonymous

8/13/2021 02:29 PM

Dont need recycling two days a week. Other than that, schedules are good

Anonymous

8/13/2021 02:37 PM

We prefer to have all yard and recycle pick ups to occur on a regularly scheduled pick day.

Anonymous

8/13/2021 02:39 PM

I like current provider schedule

Anonymous

8/13/2021 02:44 PM

#2 seems goid

Anonymous

8/13/2021 02:55 PM

I am flexible

Anonymous

8/13/2021 03:00 PM

I like the current schedule and the provider does good work

Anonymous

8/13/2021 03:10 PM

Monday and thursday

Anonymous

8/13/2021 03:14 PM

Monday/Thursday

Anonymous

8/13/2021 03:16 PM

I'm ok with any of them

Anonymous

8/13/2021 03:18 PM

#1 is the most favorable

Anonymous
8/13/2021 03:45 PM
No more than 2 days a week for any waste to be sitting in people's yards and driveways is important.

Anonymous
8/13/2021 03:46 PM
No problem

Anonymous
8/13/2021 04:00 PM
lets look to keep costs as low as possible. Some of the proposed increases are way to big of an increase. I like having recycling pick up on the same day as trash but to save money I am ok with pick up on another day

Anonymous
8/13/2021 04:03 PM
Twice a week. Monday and Thursday or Thursday and Friday it is OK with me I do not want my utility bill to be increased eight dollars more a month

Anonymous
8/13/2021 04:13 PM
I prefer the current schedule provided by WM.

Anonymous
8/13/2021 04:13 PM
Prefer recycling same day as trash

Anonymous
8/13/2021 04:17 PM
there should be fewer days and pickups

Anonymous
8/13/2021 04:43 PM
All of the schedules work fine for my family. But I prefer a schedule where recycling pickup is on a day when trash is also being picked up.

Anonymous
8/13/2021 04:59 PM
Would prefer yard waste pickup on Mondays due to many homeowners doing yard work on the weekends.

Anonymous
8/13/2021 05:06 PM
Prefer Waste Management schedule

Anonymous
8/13/2021 05:07 PM
Recycle should be on same day of other service

Anonymous
8/13/2021 05:10 PM
Doesn't matter as long as it's twice a week

Anonymous

8/13/2021 05:23 PM

I like current schedule

Anonymous

8/13/2021 05:24 PM

The proposal #2

Anonymous

8/13/2021 05:25 PM

Prefer Waste Management

Anonymous

8/13/2021 05:26 PM

Waste Management: Increase of almost \$9 is a lot for peeps on a fixed income. Waste Pro: Increase of less than \$2 is more manageable for most people. Orion Waste Solutions: Again, increase of almost \$13 is a lot for most people to manage.

Anonymous

8/13/2021 05:55 PM

The current schedule has worked well

Anonymous

8/13/2021 05:57 PM

Good

Anonymous

8/13/2021 06:05 PM

Fine

Anonymous

8/13/2021 06:11 PM

Days don't matter

Anonymous

8/13/2021 06:20 PM

The pick up schedule is irrelevant, its twice a week no matter how its done

Anonymous

8/13/2021 06:22 PM

normal

Anonymous

8/13/2021 06:25 PM

I think this should have a new request for proposal done with detailed explanation of what is being required so that bids can be compared apples to apples.

Anonymous

8/13/2021 06:26 PM

Fridays are bad

Anonymous

8/13/2021 06:39 PM

Prefer the schedule we have with waste management

Anonymous

8/13/2021 06:50 PM

Waste Pro on streets too many days Recycle should be on the same day as a trash day.

Anonymous

8/13/2021 07:02 PM

Waste management please they do a good job at a fair price

Anonymous

8/13/2021 07:04 PM

Thursday Friday yard waste is a poor schedule....At least half the city would benefit greatly from the Monday

Anonymous

8/13/2021 07:07 PM

I like Waste Pro the best of the 3

Anonymous

8/13/2021 07:15 PM

Orion would be the most confusing for residents.

Anonymous

8/13/2021 07:17 PM

All equal.

Anonymous

8/13/2021 07:27 PM

I like "Waste Pros" separate recycle day. I think that my recyclables sometimes gets mistaken for trash because the truck takes both of them.

Anonymous

8/13/2021 07:32 PM

waste management is good now, but if waste pro can limit the increase, go with them

Anonymous

8/13/2021 07:36 PM

It would be best to keep it on the same days as now however not at the expense of service and cost.

Anonymous

8/13/2021 07:51 PM

they are okay

Anonymous

8/13/2021 07:56 PM

Stay with the current provider.

Anonymous

8/13/2021 08:19 PM

Too many different services spread over too many days per week

Anonymous

8/13/2021 09:24 PM

overpriced like all utilities in Tarpon Springs

Anonymous

8/13/2021 10:45 PM

I like the cost of waste pro, but the schedule would be hard to keep track of. I like our current system and schedule

Anonymous

8/14/2021 12:52 AM

Any are fine with me

Anonymous

8/14/2021 01:27 AM

Happy with existing pickup schedules with Waste Management

Anonymous

8/14/2021 02:45 AM

We live in a Villa community. We cannot afford a change in our schedules for any \$ amount.

Anonymous

8/14/2021 04:20 AM

We need to stay with Our current provider. Service is good and they're not here every day of the week. In a minute very polite

Anonymous

8/14/2021 05:22 AM

no biggie for us to change by setting out recyclables on an extra day - Wednesday- and having the yard waste collected later in the week - Thur/Fri... Our household simply won't set the yard waste curbside until the night before the 3rd collection day.

Anonymous

8/14/2021 05:30 AM

Stay with current provider

Anonymous

8/14/2021 05:58 AM

Second one looks good.

Terryryan55

8/14/2021 06:11 AM

They are fine

Anonymous

8/14/2021 06:42 AM

Orion is too expensive and the days are not important to me.

Anonymous

8/14/2021 06:53 AM

Keep what we have, they are doing great job. The current schedule works great, put your yard waste or recycle out with your regular waste

Anonymous

8/14/2021 06:55 AM

Either one

Anonymous

8/14/2021 10:18 AM

Keep to two days of pick up.

Anonymous

8/14/2021 10:30 AM

I like the Waste Management Schedule. I don't want to haul things down to the street 4 days a week.

Anonymous

8/14/2021 10:44 AM

Happy with waste management proposal, not the price

Anonymous

8/14/2021 10:45 AM

The schedule is fine

Anonymous

8/14/2021 10:48 AM

Schedule by current provider is adequate. Monday yard waste pick up is great for those weekend yard projects.

Anonymous

8/14/2021 10:56 AM

Pickup days are firm ... no TBD

Anonymous

8/14/2021 11:05 AM

None of them change our regular pick up and I'm fine with the other

Anonymous

8/14/2021 11:06 AM

Keep it as is... if it ain't broke, don't fix it!

Anonymous

8/14/2021 11:11 AM

2 - because it's cheapest. Honestly, we would fine one pickup for all. Don't need it twice!

Anonymous

8/14/2021 11:20 AM

Must have two Days of service per week. I'm happy with waste management. And, I love our local guys. Do not switch.

Anonymous

8/14/2021 11:30 AM

Typically, yard waste is gathered on weekends - so Monday seems to be the best day for yard waste.

Anonymous

8/14/2021 11:33 AM

I like Monday and Thursday for the West route.

Anonymous

8/14/2021 11:43 AM

I prefer to have yard waste to be picked up on Monday- generally yard waste are typically generated over the weekend. There should also be an additional recycling pick up- perhaps having both trash up days be also recycling days or provide us a larger recycling bin.

Anonymous

8/14/2021 11:58 AM

Schedules are acceptable

Anonymous

8/14/2021 11:58 AM

They are fine.

Anonymous

8/14/2021 12:00 PM

The schedules all seem reasonable

Anonymous

8/14/2021 12:09 PM

I prefer the waste Management schedule

Anonymous

8/14/2021 12:13 PM

I'm happy with Waste Management

Anonymous

8/14/2021 12:55 PM

Keep what we have

Anonymous

8/14/2021 01:17 PM

Need to keep east/west on separate schedule or trash will sit out all day

Anonymous

8/14/2021 01:23 PM

Not a fan of the 3rd

Anonymous

8/14/2021 01:30 PM

All work for me as I am flexible

Anonymous

8/14/2021 01:41 PM

I would like to keep WM and the current schedule

Anonymous

8/14/2021 01:41 PM

Would opt for 3 day/week pickup (M-W-F) but this is not offered.

Anonymous

8/14/2021 01:53 PM

I like the current company and schedule

Anonymous

8/14/2021 01:54 PM

Aside from the TBD's, they are adequate

Anonymous

8/14/2021 02:14 PM

We have been very pleased with Waste Management over the years. Very pleased. Their schedule is ideal for us. Adding an extra day to 'get the can or bin to the curb' is an unnecessary added stress. Please do not do that to us.

Anonymous

8/14/2021 02:20 PM

Like trash and recycles picked up same day and yard waste and trash other day but together

Anonymous

8/14/2021 02:22 PM

Ok

Anonymous

8/14/2021 02:54 PM

Choose a company that picks up twice per week.

Anonymous

8/14/2021 03:02 PM

Which days do not matter

Anonymous

8/14/2021 03:09 PM

Go with Waste Pro

Anonymous

8/14/2021 03:09 PM

Waste management does a good job now but I also like the second less costly proppssly

Anonymous

8/14/2021 03:15 PM

I like 2 days a week but not a separate day for recycling or yard waste.

Anonymous

8/14/2021 03:34 PM

I like Waste Pro

Anonymous

8/14/2021 03:46 PM

I really like the waste pro because they would do a separate recycling day with only the added cost of 1.12

Anonymous
8/14/2021 04:10 PM
I like waste management's schedule. It's seems to be simpler than the rest.

Anonymous
8/14/2021 04:31 PM
Ok

Anonymous
8/14/2021 04:48 PM
Doesn't matter

Anonymous
8/14/2021 05:09 PM
Yard waste is best picked up on Monday after people accumulate more in the weekend.

Anonymous
8/14/2021 05:15 PM
Lesser days the better

Anonymous
8/14/2021 05:35 PM
Stay with Waste Mgmt.

Anonymous
8/14/2021 05:54 PM
It is convenient to have everything only two days a week (as it is right now). Having to remember days of the week for trash plus recycling or yard waste is more complicated and would have those trucks coming through the neighborhoods an extra day of the week. Nothing is wrong with the current service.

Anonymous
8/14/2021 06:11 PM
The Waste Mgmt makes the most sense to remember which days to take to the curb plus Yard waste s/b picked up on Monday to finalize clean up after weekend chores

Anonymous
8/14/2021 06:25 PM
Waste management schedule is least confusing

Anonymous
8/14/2021 07:03 PM
Reasonable. No major difference from current schedule.

Anonymous
8/14/2021 07:18 PM
It is important to have recycling pick-up and yard waste pick-up in addition to regular trash pickup. But I do not need multiple days.

Anonymous
8/14/2021 07:29 PM
my household does not need pickup twice a week. most times we take everything out every Thursday, since most our waste is

recyclable.

Anonymous

8/14/2021 07:34 PM

Waste pro

Anonymous

8/14/2021 07:40 PM

keep same monday and thursday, pick up yard waste everyday during summer as things grow quicker.

Anonymous

8/14/2021 08:00 PM

Current company schedule, yard waste should be Monday

Anonymous

8/14/2021 08:05 PM

I'm ok with any two days for trash pickup.

Anonymous

8/14/2021 09:54 PM

Large waste and Recycling cans should be provided

Anonymous

8/15/2021 12:50 AM

I like the current schedule

Anonymous

8/15/2021 02:54 AM

Waste Management schedule seems to work

Anonymous

8/15/2021 04:05 AM

WM because I like the current schedule.

Anonymous

8/15/2021 04:11 AM

Keep WASTE MGMT AS IS

Anonymous

8/15/2021 04:34 AM

All are fine, I have no preference

Anonymous

8/15/2021 04:36 AM

1 & 2 are better schedule

Anonymous

8/15/2021 04:38 AM

No issues

Anonymous

8/15/2021 04:40 AM

I like the way it is currently

Anonymous

8/15/2021 05:00 AM

I would be fine with any of these schedules.

Anonymous

8/15/2021 05:16 AM

Happy with WM service, schedule n current price

Anonymous

8/15/2021 05:21 AM

I can make anything work

Anonymous

8/15/2021 05:21 AM

Pick up days don't matter to me, as long as it's picked up...

Anonymous

8/15/2021 05:27 AM

Schedule is ok

Anonymous

8/15/2021 05:29 AM

Fine twice weekly

Anonymous

8/15/2021 05:42 AM

2 days with trucks rumbling through the narrow and quiet streets in our town is enough

Anonymous

8/15/2021 05:50 AM

Stick with wm

Anonymous

8/15/2021 05:55 AM

I like waste management. Only need to remember two days of pick up

Anonymous

8/15/2021 06:12 AM

they are all good

Anonymous

8/15/2021 06:43 AM

3 pick up days is too many. Prefer the current schedule of pickup.

Anonymous

8/15/2021 06:47 AM

I'm ok with it

Anonymous

8/15/2021 07:02 AM

Not much different from current

Anonymous
8/15/2021 08:35 AM
Trucks. We already have to deal with school buses 5 days a week and with the Waste Pro plan, we will have to negotiate our time around the addition of garbage trucks 5 days a week.

Anonymous
8/15/2021 09:15 AM
Cheapest cost is most important if we will have same or better service.

Anonymous
8/15/2021 10:13 AM
Waste pro has 3 pick up days...two is plenty!

Anonymous
8/15/2021 12:02 PM
Fine

Anonymous
8/15/2021 12:16 PM
I like the current schedule. The current provider does a good job. Why such a big increase? 35 - 40%???

Anonymous
8/15/2021 12:49 PM
I would prefer not to have to put trash, yard waste and recycling out on 3 separate days. Waste management is the better option

Anonymous
8/15/2021 01:01 PM
Fine.

Anonymous
8/15/2021 03:44 PM
Fine

Anonymous
8/15/2021 04:55 PM
They look comparable and don't have any issue with waste connection or waste pros.

Anonymous
8/15/2021 06:43 PM
Two days a week is fine

Anonymous
8/15/2021 08:13 PM
Waste management

Anonymous
8/16/2021 07:59 AM
Option 2 waste pro seems to fit best. Small increase in cost but same amount of days as option 3. And compared to option 1, I can put recycling out on a different day to save a few dollars

Anonymous

8/16/2021 08:19 AM

Waste management schedule is good for me

Anonymous

8/16/2021 08:47 AM

Orion provides the best schedule but it comes at a cost. There's a great benefit in being able to recycle and trash pickup done on the same day with a consistent city wide day of yard pickup. Other than that, the other 2 offer no greater option than the other.

Love2Golf

8/16/2021 09:26 AM

I do not want to change our current schedule because the MOST important issue for me is to have our yard waste picked up on Mondays as I only have the weekend to do our yard work. If it were not picked up until later in the week our yard waste would sit out and possibly blow around the neighborhood. I also see people placing it at there curbs several days in advance which would look bad for our community.

Anonymous

8/16/2021 09:31 AM

Way too many days of collection. Stick with 2 days a week.

s'agapó

8/16/2021 09:36 AM

We are satisfied with our current provider of Waste Management. We rely on having yard waste picked up on Monday, since the bulk of our yard work occurs on the weekend. We have concerns for the wear and tear of our roadways and the intrusion on our neighborhoods, so we are not in favor of a third pickup day. Thank you.

Anonymous

8/16/2021 09:52 AM

Trash should only be picked up once per week. Twice is unnecessary.

bkjackson

8/16/2021 11:43 AM

I am willing to switch over to Waste Pro, not only because it is cheaper but also because I have seen many times and personally have had my trash cans ending up in the road instead of in my yard when I get home. Orion just seems to expensive from the other two selections.

Anonymous

8/16/2021 12:25 PM

i like the proposed pick up days

Anonymous

8/16/2021 12:36 PM

I like the current schedule.

Anonymous
8/16/2021 12:54 PM
Not much difference. Waste Management used to pick up recycling twice per week but cut it to once a week and now wants to increase cost by 40% for this lower service. It does not make financial sense.

Anonymous
8/16/2021 12:59 PM
All are acceptable

Anonymous
8/16/2021 02:48 PM
The schedules look good

Anonymous
8/16/2021 04:18 PM
prefer 2 days but if its keeps cost down then we can except 3 days a week

Anonymous
8/17/2021 04:40 AM
Fine

Anonymous
8/17/2021 05:00 AM
I think as long as trash is being picked up twice a week at least regardless of which days is fine.

Anonymous
8/17/2021 05:40 AM
Waste Mgmt and Waste Pro dates are fine. Do not like Orion.

Julie.A
8/17/2021 06:18 AM
yard waste should be Monday after doing yard waste all weekend

Anonymous
8/17/2021 05:54 AM
I like what we have

Anonymous
8/17/2021 10:14 AM
Recycling collection on my same day as trash.

Anonymous
8/18/2021 07:53 AM
Not important the days of pickup, just want the trash picked up.

Anonymous
8/18/2021 08:38 AM
Keep the one we have.

Anonymous
Waste Management's schedule is preferable.

8/18/2021 11:17 AM

Anonymous

2

8/18/2021 11:55 AM

Anonymous

I don't believe our current pickup schedule service is worth a 40% increase.

8/18/2021 12:11 PM

Anonymous

Preferable

8/18/2021 01:53 PM

Anonymous

Waste Management's schedule is the best. It is what I have now and I don't want to change it.

8/18/2021 01:56 PM

Anonymous

Waste management schedule is best.

8/18/2021 02:00 PM

Anonymous

Preference is WM's schedule - Monday-Thursday

8/18/2021 02:00 PM

Anonymous

Waste Management's schedule is best. Fewer days and trucks on the road - same services. Only 3 days a week. Excellent!

8/18/2021 02:24 PM

Anonymous

The schedules seem to be reasonable.

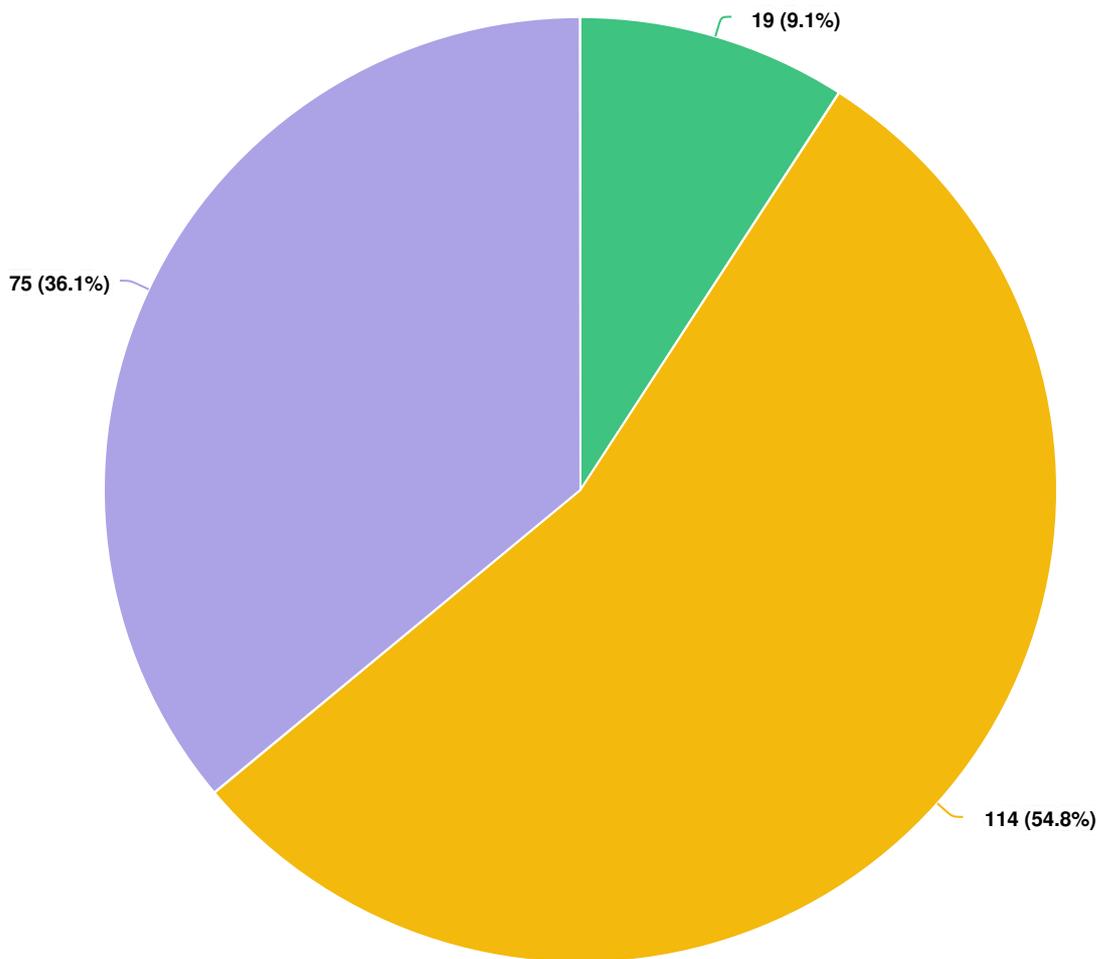
8/18/2021 04:24 PM

Optional question (190 response(s), 18 skipped)

Question type: Essay Question

Q3 "Roll Off Services" (open containers brought to a site) that are over 10 yards capacity has always been included in the City's contract for sanitation services. This can lower the overall cost of services; however, this does not allow for individuals to choose their own roll off service.

Is the ability to choose a roll off service more important than the potential savings in your monthly sanitation bill?



Question options

- Yes
- No
- No Opinion

Mandatory Question (208 response(s))
Question type: Radio Button Question

Q4 | Do you have any other comments you would like to share that could help the Board of Commissioners decide on sanitation services?

Anonymous

8/13/2021 01:45 PM

Please make sure that whoever you choose is using a true recycling truck and not a trash truck to get our recycling like currently. I dislike paying for recycling and seeing it picked up in a truck that you can smell is full of trash.

Anonymous

8/13/2021 01:45 PM

I am very happy with the service we receive from current provider.

Anonymous

8/13/2021 01:46 PM

Would love to have larger recycling cans!

Anonymous

8/13/2021 01:53 PM

Adding an additional clean up day would be very useful

Anonymous

8/13/2021 02:15 PM

You get what you pay for. No way you can accompany service this community for six trucks, not possible. If you don't believe it simple do the math

Anonymous

8/13/2021 02:22 PM

The current satisfaction with Waste Management should encourage both sides to renegotiate the cost.

Anonymous

8/13/2021 02:29 PM

Will the semi annual bulk pick up be considered? This is helpful.

Anonymous

8/13/2021 02:37 PM

We have been satisfied with the services provided by Waste Management for the last 6 years and the current schedule. I am ok with the increase cost proposed to continue to use them for the sanitation services.

Anonymous

8/13/2021 02:39 PM

I have been very pleased with current provider. Their service personnel are cordial, friendly and hard working. I would recommend keeping current provider.

Anonymous

8/13/2021 02:55 PM

It is helpful to have the large rolled trash and recycling system. They are safer for the works to use. Helps prevent injury. That cost helps to keep the overall expense low.

Anonymous

8/13/2021 03:00 PM

Lowest cost is not always best and the current provider does a good job

Anonymous

8/13/2021 03:10 PM

Service we have is great.

Anonymous

8/13/2021 03:14 PM

N/A

Anonymous

8/13/2021 03:16 PM

As long as quality of service is the same as we have now why not save everyone some money.

Anonymous

8/13/2021 03:18 PM

I've heard horror stories of companies other than Waste Management not having enough employees and going weeks without pickup. Leave it alone!

Anonymous

8/13/2021 03:46 PM

We have never had any issues with Waste Management. I see no reason to fix what isn't broken

Anonymous

8/13/2021 04:00 PM

keep the cost down. too many things are going up in price now. this is ridiculous

Anonymous

8/13/2021 04:13 PM

We cannot handle large carts and do not want to see trucks on our roads every day of the week. Streets are narrow and WM has been thoughtful and courteous in letting us by. We have no assurance that Waste Pro hires employees who will do that and they would be on the roads 5 days a week.

Anonymous

8/13/2021 04:17 PM

please consider the air and noise pollution and provide fewer trips

Anonymous

8/13/2021 04:43 PM

We've been very happy with our current services, and given the existing options I'd choose to continue with them despite the fee increase.

Anonymous

8/13/2021 05:06 PM

Would like standardized garbage containers.

Anonymous

8/13/2021 05:07 PM

Do others actually recycle? Or put in normal garbage truck like they do now?

Anonymous

8/13/2021 05:10 PM

Please lower our bills. Our monthly water/sewer bills are outrageous here in Tarpon

Anonymous

8/13/2021 05:23 PM

I'm nervous about switching providers when we haven't had a problem with service. My sister lives in north Lauderdale and wastepro lost the contract even though they were 20 a month cheaper because of bad service.

Anonymous

8/13/2021 05:24 PM

At this time none

Anonymous

8/13/2021 05:25 PM

Very pleased with current Waste Management service. Hope you keep it! They always do a great job! Never have had a problem with them! Like their schedule also.

Anonymous

8/13/2021 05:26 PM

Just keep in mind our low income people and senior citizens. These are the folks who will be hurting the most if the monthly increase is extreme (including me).

Anonymous

8/13/2021 05:57 PM

Keep current provider

Anonymous

8/13/2021 06:11 PM

WM has done a good job. If it ain't broke, don't fix it.

Anonymous

8/13/2021 06:22 PM

Waste Management crews have often been very late on Thursdays when it is recycling and trash pick up day in Westwinds. As late as 6pm some days to finish our street off Meres Blvd. They start shortly after 8am. They need more trucks or better routing. They also removed one of my three recycle green bins recently for no good reason other than we homeowners are only supposed to have two. I had brought the third one from another region. The individual crews are normally good so this speaks to either a

Management problem or other unresolved issue.

Anonymous

8/13/2021 06:25 PM

Rebid the process with an accurate detailed RFPw

Anonymous

8/13/2021 06:39 PM

Cheaper is not always better. Waste Management has proven themselves and give back to the community. They do a good job. Sometimes it's worth paying a little more for good service

Anonymous

8/13/2021 06:50 PM

City revenues have increased due to increase in taxable property values. Could the city absorb a portion of the increase rather than passing it all through to the residents?Also, can counterproposals to the bids be made to negotiate lower rates?

Anonymous

8/13/2021 07:02 PM

Don't fix what isn't broke!

Anonymous

8/13/2021 07:04 PM

I currently contract with Waste Pro to empty an 8 yard dumpster 3 days a week in unincorporated Tarpon....Their customer service borders on nonexistent!! Also I see no reason to hold contractors/homeowners hostage on rolloffs for one off use. Let free market set the pricing and availability for quicker service....I understand it's less expensive but 6 trucks 5 days a week does not seem worth it or efficient and service will drop for sure....Thank you for involving us with feedback

Anonymous

8/13/2021 07:15 PM

Cost is important. Residents don't want to pay more. A 50% increase in service fee is unacceptable.

Anonymous

8/13/2021 07:27 PM

I like the recyclables on a different day.

Anonymous

8/13/2021 07:32 PM

waste management comes at 4pm on mondays and thursdays now, however i get that we are a new development. still kinda late.

Anonymous

8/13/2021 07:51 PM

I have one th0ught I do not understand why the garbagr truck (waste management) will pick up one street leaves comes back later to do the other side our street houses are like right across from each other so if my house is 613 why not go across to 612? yes i do realize not all streets are made the same

Anonymous

8/13/2021 08:19 PM

Anonymous

8/13/2021 09:24 PM

Find one this is reasonable and reliant .

Anonymous

8/14/2021 12:52 AM

Save money

Anonymous

8/14/2021 01:27 AM

Always happy with Waste Management. Employees are always helpful, courteous and cheerful. Pickups are on schedule and there is never stray garbage.

Anonymous

8/14/2021 02:45 AM

Stop messing around with what works just to save a few \$!!!

Anonymous

8/14/2021 04:20 AM

We need to try to renegotiate with our current provider. They may be able to come in a little less but I wouldn't leave them

Anonymous

8/14/2021 05:22 AM

be sure to keep the residents well informed about all waste collection matters. This utility is the most visible and necessary utility the city provides.

Anonymous

8/14/2021 05:58 AM

New company should work on education regarding recycling. Most people don't do it correctly. Love the yard waste pickup.

Terryryan55

8/14/2021 06:11 AM

Reliable at the best price

Anonymous

8/14/2021 06:53 AM

I hope it does not change

Anonymous

8/14/2021 06:55 AM

I think it depends on your budget as to how important cost is. What about compost? I would like the capability to dump if that's what a roll off service is.

Anonymous

As much as I don't want to spend any more money, I think Waste

8/14/2021 10:30 AM

Management has done a good job in the past. It also has the least number of pickup days, which is sufficient for us.

Anonymous

8/14/2021 10:41 AM

Keep costs low please.

Anonymous

8/14/2021 10:48 AM

Please keep costs as low as possible; consider those on fixed incomes.

Anonymous

8/14/2021 10:56 AM

Current recycle truck, does not separate cardboard from bottles, instead of having 2 bins marked for type of recycle, one bin , possibly larger, but not huge ...to replaces the bins

Anonymous

8/14/2021 11:05 AM

Waste management has been good. I would like a larger recycling container - and the option for additional pickup at a cost to us or before hurricanes/storms to be able to bring debris someone last minute

Anonymous

8/14/2021 11:06 AM

Seriously, I tell people to live in Tarpon because we have a great trash service! I love, love, love the twice a year bulk pickup! Don't forget... you get what you pay for!

Anonymous

8/14/2021 11:20 AM

I use local Chase and Green for open container, large project, needs. Keep waste management. Tell them we want them to invest in our city by sponsoring our special community events.

Anonymous

8/14/2021 11:30 AM

We really like the current providers. They are nice and helpful. We would hate to lose something that is working for an unknown. This company is reliable, kind, and efficient.

Anonymous

8/14/2021 11:33 AM

Please make recycling a bigger priority. Would love to have bigger bins for recycling. So much can't fit in the small containers.

Anonymous

8/14/2021 11:43 AM

It would be nice to have a consistent trash cans and recycling cans like other communities have instead of having residents purchasing their own cans of various sizes.

Anonymous

N/A

8/14/2021 11:58 AM

Anonymous

8/14/2021 11:58 AM

With today economy,I feel anything that can help the community with lower cost would be great! Now let's do something about our water bills!

Anonymous

8/14/2021 12:00 PM

Check into the reliability of vendors before choosing one. I'm happy with the reliability of Waste Management. Don't know the others.

Anonymous

8/14/2021 12:09 PM

I like the current provider (waste management) they do a terrific job - especially around holidays; they cope well with the weather (downpours, lightning) and are courteous and consistent

Anonymous

8/14/2021 12:13 PM

We are happy with Waste Management.

Anonymous

8/14/2021 12:55 PM

Keep waste management

Anonymous

8/14/2021 01:17 PM

Keep separate east/west and go for lowest cost

Anonymous

8/14/2021 01:30 PM

Cost savings is important along with quality of service and consistency.

Anonymous

8/14/2021 01:41 PM

I prefer WM. They have been reliable through the years.

Anonymous

8/14/2021 01:53 PM

The current service has done a very good job and I would like to see it continue.

Anonymous

8/14/2021 01:54 PM

I am satisfied with the service provided by Waste Mgt.

Anonymous

8/14/2021 02:14 PM

Adding larger carts and more carts (i.e. garbage cart on wheels AND a recycling cart on wheels) to my household is actually a problem. It is a storage problem, and it adds difficulty to taking out the garbage and taking out the recycling. Too many households do not take their garbage can and/or recycling bin back to storage or

to their garage, after the garbage or recycling is picked up. If we add an extra day of having carts at the curb, we have the very real possibility of garbage carts and recycling carts staying in front yards and at curbside almost EVERY day of the week. That is an unpleasant and unsightly possibility.

Anonymous

8/14/2021 02:22 PM

Waste Pro please

Anonymous

8/14/2021 02:54 PM

Thank you!

Anonymous

8/14/2021 03:02 PM

Free garbage cans would be nice.

Anonymous

8/14/2021 03:09 PM

Go with Waste Pro, people will get used to change in pick up in a few days. Too much savings to pass up.

Anonymous

8/14/2021 03:09 PM

Would be nice to have standard trash containers that can be picked up with the truck rather than men picking up by hand

Anonymous

8/14/2021 03:34 PM

Waste pro appears to offer the best value proposition

Anonymous

8/14/2021 04:10 PM

Please stay with waste management. They are good and reliable. Always show up on scheduled days. Friendly staff too

Anonymous

8/14/2021 04:48 PM

Keep current provider.

Anonymous

8/14/2021 05:09 PM

No cost increase would be better. Get more quotes. You just lost over \$700K to settle a stupid lawsuit that could have been avoided by giving a simple permit. Don't keep saddling residents with bills.

Anonymous

8/14/2021 05:35 PM

Waste Mgmt does a great job in our subdivision. Keep them.

Anonymous

8/14/2021 05:54 PM

Nothing is wrong with the current service. As the saying goes, "if it ain't broke, don't fix it." Why are you even wasting time on this?

Anonymous

8/14/2021 06:11 PM

I like the current provider. They are nice 😊

Anonymous

8/14/2021 06:11 PM

Waste Pro pricing is most appealing while Waste Mgmts schedule makes more sense especially for our elderly who have a hard time keeping track of what day it is let alone a pick up schedule covering more than 2 days/week

Anonymous

8/14/2021 07:03 PM

Waste Pro, as the lowest cost provider, should be selected.

Anonymous

8/14/2021 07:29 PM

A mechanized waste collection system with uniform trash bins and trucks with receptors alongside waste collection spots per block that would decrease the collection stops of each route would be more efficient and cost effective I believe. The current status with people manually emptying bins and stopping on every lot seems archaic, slow, and labor intensive . I don't know if there are any options or thoughts on that, or the Board relies solely on what the vendors are offering, and can't really ask for something different.

Anonymous

8/14/2021 07:59 PM

Please make reservations y long easy and convenient so that more citizens participate.

Anonymous

8/14/2021 08:00 PM

Do not use Orion!!!!

Anonymous

8/15/2021 02:54 AM

We had Waste Management in Charlotte County. They provided us with large rolling cans (96 gal) as part of the contract along with a 64 gal recycling can. They were great and very sturdy. The cost of the service was also included in our yearly property taxes.

Anonymous

8/15/2021 04:05 AM

None

Anonymous

8/15/2021 04:11 AM

KEEP WASTE MGMT AND ITS EMPLOYEES AND COST LOWERED THE WAY IT US

Anonymous

8/15/2021 04:34 AM

Recycling is more important to me than trash. We recycle twice as much as we create garbage. Having a weekly pickup for recycling

is important and the reliability of the service. Thanks!

Anonymous

8/15/2021 04:36 AM

Renegotiate with waste management for lower rate to keep their services

Anonymous

8/15/2021 04:40 AM

If possible, we should consider chase and green for services when available

Anonymous

8/15/2021 05:00 AM

We have been very happy with the current company.

Anonymous

8/15/2021 05:21 AM

I'm not a fan of change, but the Waste Management increase is too much, on top of our already outrageous water bills.

Anonymous

8/15/2021 05:21 AM

No

Anonymous

8/15/2021 05:27 AM

Wastepro should be considered due to cost for same service

Anonymous

8/15/2021 05:42 AM

Not knowing if this has already been done to arrive at the figures you're presenting to us but assuming there have been negotiations?

Anonymous

8/15/2021 05:50 AM

Stop fucking around and keep wm

Anonymous

8/15/2021 05:55 AM

If roll off waste removal is part of my cost and I'm not using it, I vote for removing it from our plan. Let the home owners and builders who need it pay their own costs.

Anonymous

8/15/2021 06:12 AM

no... pick which ever is best for the city

Anonymous

8/15/2021 08:35 AM

Though the BoC will decide one way or another, Waste Management has done well for our city. From what I have read, Waste Pro wants us to use 96 gallon containers and 65 gallon recycle containers. I live in an HOA and have no place to stow

these bins, and we are not supposed to leave them in plain sight.

Anonymous

8/15/2021 09:15 AM

No one wants to pay more for less service. Cost is the most important element. Residents here already pay huge property taxes, water bills and high insurance premiums. We do not want to pay \$8 more for what we are getting.

Anonymous

8/15/2021 10:13 AM

The number, age and quality of the equipment must support the 64 gal container pick up and have safety features to prevent worker injury.

Anonymous

8/15/2021 12:16 PM

Can the current provider state why such a big increase? Is there a good reason for it.

Anonymous

8/15/2021 12:49 PM

I would prefer to stay with Waste management. Their service has been great. I do not have an issue with an extra \$10 per month.

Anonymous

8/15/2021 01:01 PM

N/A

Anonymous

8/15/2021 03:44 PM

no

Anonymous

8/15/2021 04:55 PM

Would be nice to have supplied trash cans.

Anonymous

8/15/2021 06:43 PM

Cheaper is better

Anonymous

8/15/2021 08:13 PM

Negotiate better. There's nothing wrong with WM. Our cost lower

Anonymous

8/16/2021 07:59 AM

Please go with the cheaper option. I like separate days for separate things and can save a few bucks. Thank you

Anonymous

8/16/2021 08:19 AM

Current Service is excellent and the charges are reasonable

Anonymous

8/16/2021 08:47 AM

Perhaps the city can seek to negotiate the \$1.15 extra from Waste Pro to avoid the service charge increase to its residents.

Love2Golf

8/16/2021 09:26 AM

I really prefer not to change. Our level of service has been very good and that Monday yard waste pick up is a game changer for me. I understand the cost of doing business increases with time and therefore I am willing to pay the extra cost involved. Thank You! PS. If there are citizens who are having difficulty paying for this service, maybe a box could be placed on our bill and we could check the box and pay a little extra each billing cycle to help the people in need.

Anonymous

8/16/2021 09:31 AM

I had Waste Pro in Dunedin. There were several times that my garbage was missed. EVERY Time I called, I never got a person to answer the phone and never got a call back from anyone. I would guess it was 15 times in total. Read their reviews, almost every review mimics my experience. FYI Waste Pro has been canceled in some cities in Florida due to them not being able to fulfill their responsibilities while huge piles of garbage accumulated. These were cities roughly the size of Tarpon.

s'agapó

8/16/2021 09:36 AM

I am pleased with our current service provider. I have concerns regarding Waste Pro when I read consistently negative reviews on their Facebook page (Waste Pro Clearwater).

Anonymous

8/16/2021 12:25 PM

no

Anonymous

8/16/2021 12:54 PM

We need bigger recycling containers or twice a week pickup. Nobody deserves a 40% increase in "pay" for the same job. If they are not making as much profit, maybe they should have planned better.

Anonymous

8/16/2021 02:48 PM

No

Anonymous

8/16/2021 04:18 PM

with inflation what will the difference in monthly residential costs be assuming inflation ?

Anonymous

Need a better service that uses larger standardized bins like in

8/17/2021 04:40 AM

Tampa

Anonymous

8/17/2021 05:00 AM

Larger recycle cans would be great!

Anonymous

8/17/2021 05:40 AM

Waste Management has reliable service but the increase in price isn't entirely justified. What do other services do we get for the increase in price? Orion's billing is a nightmare! I've been working with them for 2 years to get my fathers account reconciled. They promised a new trash can about 18 months ago after multiple calls, still have not received it. They skip pick ups are don't credit the account. I don't have experience with Waste Pro but look at the reliability before accepting their low price. Thanks.

Julie.A

8/17/2021 06:18 AM

no

Anonymous

8/17/2021 05:54 AM

WM has always done a great job in the 21 years I have lived in my home

Anonymous

8/17/2021 10:14 AM

We need reliable and dependable trash collection - don't pick a company that can't do the job.

Anonymous

8/18/2021 07:53 AM

Want reliable service at lowest cost.

Anonymous

8/18/2021 08:38 AM

Dunedin has only once a week pick up as far as I know but they do provide one very large rolling trash container and a very large recycle container. This might be a consideration for Tarpon Springs.

Anonymous

8/18/2021 11:17 AM

We like our long term service provider and our drivers.

Anonymous

8/18/2021 11:55 AM

A 40% increase is unacceptable. Thank you for looking in to other options.

Anonymous

8/18/2021 12:11 PM

I don't find disturbing that a company that has a contract with the city (any city) believe it's reasonable to increase the cost of service

40%, ESPECIALLY during the crisis we have to endure for nearly 1.5 years. Fortunately for waste management, there jobs are secured. This increase is reasonable and unacceptable. It actually seems like price gouging and using the crisis to exploit the elderly. Just because the price of lumber and other things that are imported has gone up temporarily does not give other service providers free reign to jack up prices only to follow suit. Thank for asking the opinion of the general public.

Anonymous

8/18/2021 01:53 PM

Waste Management is a leader Nationwide in service & reliability.

Anonymous

8/18/2021 01:56 PM

I really like my Waste Management driver and do not want to see a change. I understand that prices are going up for everything and I am okay with paying more for the service that I want. The drivers are very safe in my neighborhood and that is important.

Anonymous

8/18/2021 02:00 PM

WM has the experience and Corporate support to service our City

Anonymous

8/18/2021 02:24 PM

I like Tarpon Springs' current garbage service. No issues. Don't want to risk someone else coming into the community that is untested and unfamiliar with Tarpon Springs.

Anonymous

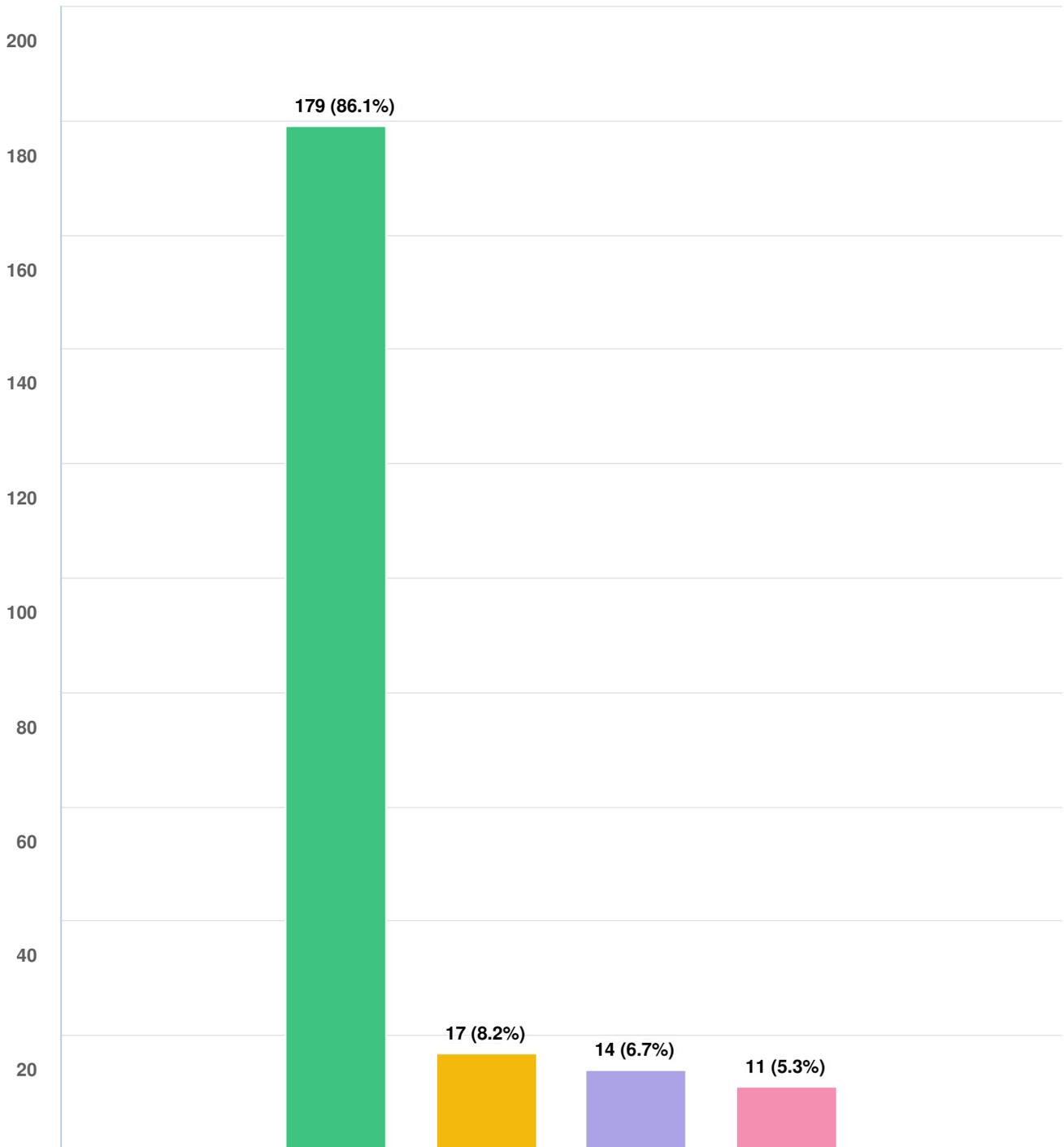
8/18/2021 04:24 PM

I would just like the BOCC to do what is right for the community and not their pockets.

Optional question (139 response(s), 69 skipped)

Question type: Essay Question

Q5 What is your relationship to Tarpon Springs? (check all that apply)



Question options

- Resident of Tarpon Springs
- Resident of Unincorporated Tarpon Springs Using Sanitation Services
- Tarpon Springs Business Owner
- Other (please specify)

Mandatory Question (208 response(s))

Question type: Checkbox Question

FLAGSHIP BANK APPLICATION #21-26 SITE PLAN REVIEW

Planning and Zoning Board – August 16, 2021

Board of Commissioners – August 24, 2021



LOCATION & CONTEXT



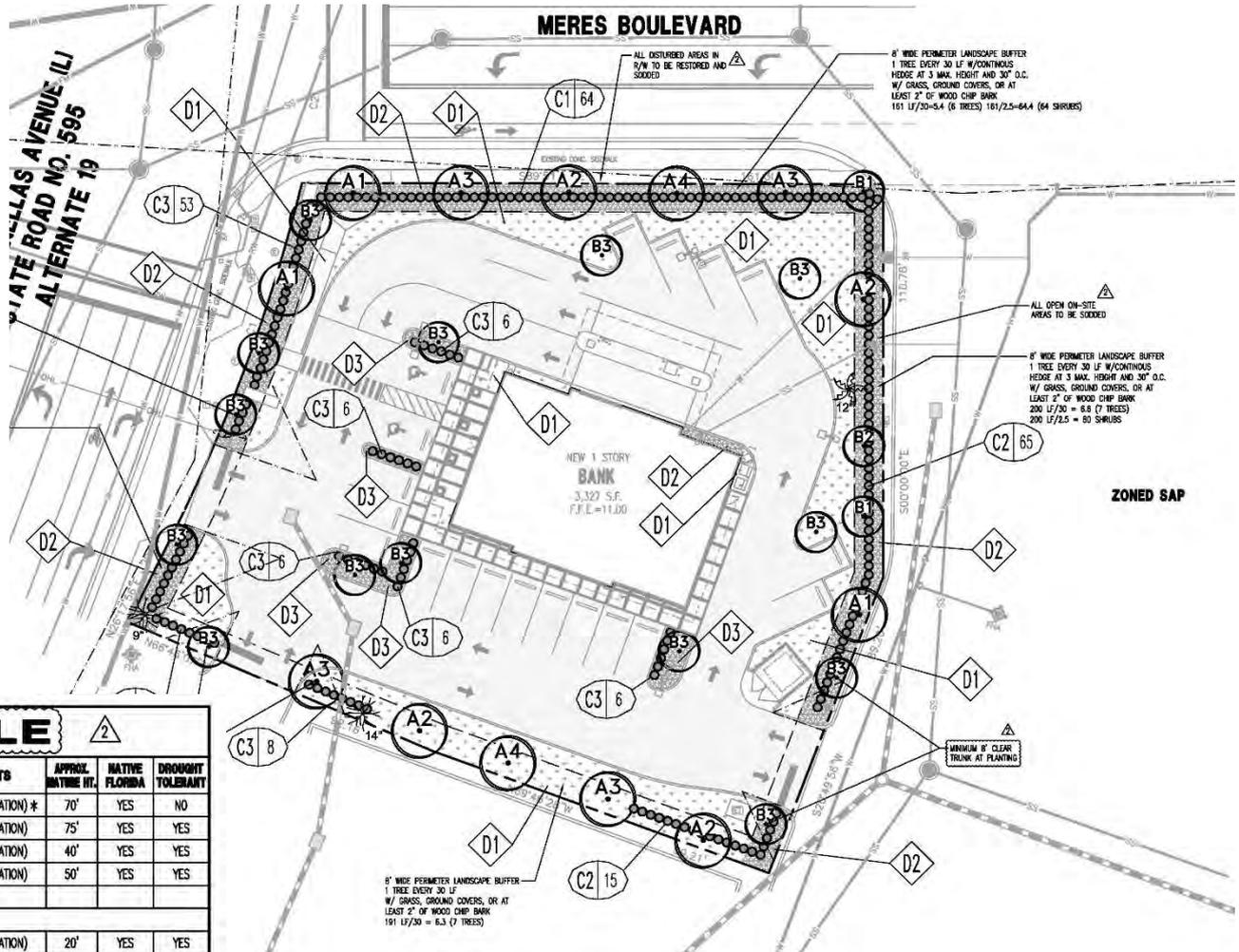
REQUEST

- **Southeast corner of South Pinellas Drive and Meres Boulevard**
- **App #21-26, Resolution 2021-44 – Site Plan Review – Flagship Bank**
 - 3,327 square feet of gross floor area on 0.69 acres
 - Financial Institution
 - Shares drainage and site access with Winn Dixie Shopping Center
- **Neighborhood Business (NB) zoning district**
- **Commercial Limited (CL) Future Land Use Map category**
- **Applicant / Owner:** Flagship Bank
- **Agent:** Gary A. Boucher, P.E., Ozona Engineering, Inc.

SITE PLAN OVERLAY (ACCESS HIGHLIGHTED)



LANDSCAPE PLAN



TREE SCHEDULE



TREE NO.	QTY.	SCIENTIFIC NAME	COMMON NAME	MINIMUM SIZE REQUIREMENTS	APPROX. MATURE HT.	NATIVE FLORIDA	DROUGHT TOLERANT
A1	3	<i>QUERCUS VIRGINIANA</i>	LIVE OAK	2" CALIPER, 6' HEIGHT (AT INSTALLATION) *	70'	YES	NO
A2	4	<i>QUERCUS LAURIFOLIA</i>	LAUREL OAK	2" CALIPER, 6' HEIGHT (AT INSTALLATION)	75'	YES	YES
A3	4	<i>ACER RUBRUM, A. BARSZEVII</i>	RED MAPLE	2" CALIPER, 6' HEIGHT (AT INSTALLATION)	40'	YES	YES
A4	2	<i>MAGNOLIA GRANDIFLORA</i>	SOUTHERN-MAGNOLIA	2" CALIPER, 6' HEIGHT (AT INSTALLATION)	50'	YES	YES
PALMS MAY BE SUBSTITUTED, 3 PALMS PER 1 SHADE TREE.							
B1	3	<i>ILEX X NELLIE R. STEVENS</i>	NELLIE STEVENS HOLLY	2" CALIPER, 6' HEIGHT (AT INSTALLATION)	20'	YES	YES
B2	1	<i>ILEX DECIDUA</i>	DECIDUOUS HOLLY	2" CALIPER, 6' HEIGHT (AT INSTALLATION)	25'	NO	YES
B3	11	<i>LACERSTROEM INDIKA</i>	CREPE MYRTLE	2" CALIPER, 6' HEIGHT (AT INSTALLATION) *	25'	NO	NO
UNDERSTORY TREES ARE USED NEAR UTILITIES AND FOUNDATIONS OF STRUCTURES.							
C1	64	<i>PITTOSPORUM TOBIRA</i>	PITTOSPORUM	36" HEIGHT (AT INSTALLATION)	10'	YES	YES
C2	80	<i>RAPHALEPS INDIKA</i>	INDIAN HAWTHORN	36" HEIGHT (AT INSTALLATION)	5'	YES	NO
C3	98	<i>VIBURNUM COCCINNEUM</i>	SWEET VIBURNUM	36" HEIGHT (AT INSTALLATION)	5'	YES	NO
D1	-	(TURF-CROSS)	BAHIA SOD				
D2	3456 SF	MULCH	MULCH	SURROUND ALL PLANTS 3" DEEP			
D3	466 SF	<i>TRACHELOSPERMUM ASHLEYI</i>	CONFEDERATE JASMINE	PARKING ISLANDS	8"	YES	YES

LANDSCAPE PLAN OVERLAY



ARCHITECTURAL RENDERING



PRELIMINARY STAFF RECOMMENDATION

Resolution 2021-44

- **APPROVAL** of site plan subject to recommended conditions addressing:
 1. Requirement of signage and pavement marking restricting the South Pinellas Avenue driveway to a right-in / right-out configuration.
 2. Requirement of sidewalk connection to the existing South Pinellas Avenue sidewalk.
 3. Provision of lighting detail showing compliance with new City standards.
 4. Meeting the minimum criteria of the Land Development Code and all other jurisdictions.
 5. Consistency of construction plans shall be consistent with the approved site plan and payment of all requisite fees.
 6. Expiration of Site Plan approval in one year unless a building permit application has been received by the City.



PLANNING AND ZONING BOARD RECOMMENDATION

The Planning and Zoning Board (Board) heard this item at their regular meeting of August 16, 2021.

The Board expressed concern regarding the necessity of the direct access point to U.S. Alternate Highway 19, especially in the context of existing multiple driveways by which customers could enter and exit the site.



DRIVEWAYS IN THE AREA



PLANNING AND ZONING BOARD RECOMMENDATION

The Planning and Zoning Board unanimously recommended approval of Resolution 2021-44 with all recommended staff conditions, modifying condition #1 to read as follows:

“The access point from Alternate 19 shall be configured to allow a right turn into the property only.”

There was no public comment received at the meeting.



CITY OF TARPON SPRINGS
PLANNING & ZONING BOARD / BOARD OF COMMISSIONERS
[AUGUST 16, 2021 / AUGUST 24, 2021]

STAFF REPORT – AUGUST 17, 2021

Application No. / Project Title: #21-26 (Flagship Bank)

Staff: Patricia McNeese, Principal Planner

Applicant / Owner: Flagship Bank

Property Size: 0.69 acres

Current Zoning: Neighborhood Business (NB)

Current Land Use: Commercial Limited (CL)

Location / Parcel ID: Southeast corner of South Pinellas Avenue and Meres Boulevard /
13-27-15-00000-420-0120

BACKGROUND SUMMARY:

The applicant, Flagship Bank, wishes to construct a financial institution (bank) on the property. The proposed project includes a one-story building of 3,327 square feet in gross floor area and parking that serves the building. It is located on the southeast corner of South Pinellas Avenue and Meres Boulevard and, although not under the same ownership, is functionally situated as an outparcel of the Winn Dixie shopping center on that corner.

PRELIMINARY STAFF RECOMMENDATION:

Staff finds the application for site plan approval consistent with the applicable review criteria and recommends **APPROVAL of Resolution 2021-44**, subject to the following:

1. The project shall include signage and pavement markings that restrict the South Pinellas Avenue driveway connection to a right-in/right-out configuration. Written confirmation of this configuration from the Florida Department of Transportation shall be provided with the application for a building permit.
2. The applicant shall provide a sidewalk connection to the existing South Pinellas Avenue sidewalk.
3. The applicant shall include a detail showing compliance of all proposed on-site lighting with the design standards in Section 127.06 of the Land Development Code.
4. The developer is responsible for meeting the minimum criteria of the Land Development Code and for acquiring all other jurisdictional permits and approvals.
5. Construction plans shall be consistent with the approved site plan. All requisite fees attendant to the project shall be paid in accordance with the Land Development Code.



- The site plan shall expire at one year from the effective date unless an application has been filed for a building permit with construction plans signed and sealed by a registered engineer licensed in the State of Florida.

PLANNING AND ZONING BOARD RECOMMENDATION:

The Planning and Zoning Board reviewed this item at their regular meeting of August 16, 2021. The Board expressed concern regarding the necessity of the direct access point to U.S. Alternate Highway 19, especially in the context of existing multiple driveways by which customers could enter and exit the site. The Board unanimously recommended approval of Resolution 2021-44 with all recommended staff conditions, modifying condition #1 to read as follows: “The access point from Alternate 19 shall be configured to allow a right turn into the property only.” There was no public comment received at the meeting.

CURRENT PROPERTY INFORMATION:

Use of Property:	Vacant
Site Features:	The site is cleared with few trees.
Flood Hazards:	This property is located within flood zone AE.
Vehicle Access:	The property has existing curb cut access from South Pinellas Avenue to the west and from the Winn Dixie shopping center driveway to the east. The shopping center driveway has direct access to Meres Boulevard to the north.

SURROUNDING ZONING & USE:

	Zoning:	Use:
North:	SDa South Gateway transect district of the Downtown/Sponge Docks Special Area Plan	Shopping center (Manatee Plaza)
South:	Planned Development-Mixed Use	Shopping center (Winn Dixie Plaza)
East:	Planned Development-Mixed Use	Shopping center (Winn Dixie Plaza)
West:	Residential Office (RO)	Vacant

SITE PLAN REVIEW PROCEDURES & STANDARDS:

The Technical Review Committee (TRC) last reviewed this project at their regular meeting of July 1, 2021 and determined that the application was complete and ready for processing. Section 210.03 of the Land Development Code (LDC) sets the compliance standards for a Site Plan. Each standard is listed below followed by the staff’s analysis:

COMPLIANCE WITH ALL APPLICABLE PROVISIONS OF THE LDC:

Analysis: The property is located within the Neighborhood Business (NB) zoning district. This district permits financial institutions as a use by right. The proposed site plan is consistent with the requirements of the NB zoning district. Property zonings along this portion of South Pinellas Avenue are characterized by retail and office uses to the north and south, plus relatively high density



residential development further south. The proposed bank is consistent with the NB zoning district and with the current and future planned character of this commercial / mixed corridor. Notable components of code compliance include the following:

- Vehicular Access: The property includes one access to a public roadway, South Pinellas Avenue, and enjoys internal driveways that connect to Meres Boulevard through the Winn Dixie shopping plaza and to the Icaria Apartments further south. The South Pinellas Avenue driveway is very close to the Meres Boulevard intersection. Staff has recommended a condition to use appropriate signage prohibiting the left turn (southbound) movement for vehicles exiting the bank driveway onto South Pinellas Avenue.
- Pedestrian Access: Access from existing sidewalks on South Pinellas Avenue and Meres Boulevard was requested by the TRC. The applicant has supplied the sidewalk connection to Meres Boulevard. The connection to South Pinellas Avenue is recommended as a condition to be provided with the submittal of a building permit application.
- Public Art: The applicant has stated that the project will not exceed the \$1,000,000 aggregate job value that would require the placement of public art under Section 296.00 of the Land Development Code (LDC).
- Drainage: The stormwater handling for this property is coordinated with the larger Winn Dixie property.
- Landscaping: Based on a comment from the City Arborist, the applicant has adjusted the species selection for trees located in driveway visibility triangles to ensure that the height and diameter limits are not exceeded in those areas. The applicant has adjusted the proposed understory trees in those areas from holly species to crepe myrtle.
- Signage and Lighting Design: The applicant has included a detail for signage that meets Section 127.06 of the LDC. A detail for lighting is also required and is recommended as a condition to be provided with the submittal of a building permit application.

COMPLIANCE WITH THE CITY'S COMPREHENSIVE PLAN:

The project site is located in the Commercial Limited (CL) Future Land Use Map (FLUM) category which designates "areas for the development of commercial uses, attractions, and accommodations for the tourist oriented economy" (Policy 2.4.2). Primary uses include retail commercial, commercial / business service, and transient accommodation. The site is functionally situated as an outparcel to the Winn Dixie shopping plaza and is coordinated with that project with respect to facilities (stormwater and vehicular access). The proposed bank would serve a relatively high residential density in the immediate area (Green Dolphin and Icaria Apartment developments) as well as a wider customer base in the southern region of the City. It is also adjacent to the City's activity center (Community Redevelopment District). The zonings and uses in this area, including the proposed use, are consistent with the intent of the FLUM designations that indicate a planned mixed corridor area along this portion of South Pinellas Avenue. The applicant's project is consistent with the City's Comprehensive Plan.

COMPLIANCE WITH THE CITY'S CONCURRENCY MANAGEMENT SYSTEM:

Article VIII of the Land Development Code requires that public facilities be available concurrent with impacts from development. Facilities impacts are listed in the table below. The applicant has presented a calculation for vehicular trip generation that accounts for pass-by trips, generating a net



CITY OF TARPON SPRINGS
PLANNING & ZONING DEPARTMENT

result of 48 new trips. Internal capture associated with the adjacent connected Winn Dixie shopping center and the Icaria Apartments is also expected as is a greater potential for bicycle and pedestrian modes of transportation, especially from Icaria Apartments customers. The project is not expected to degrade the levels of services for any of the listed facilities.

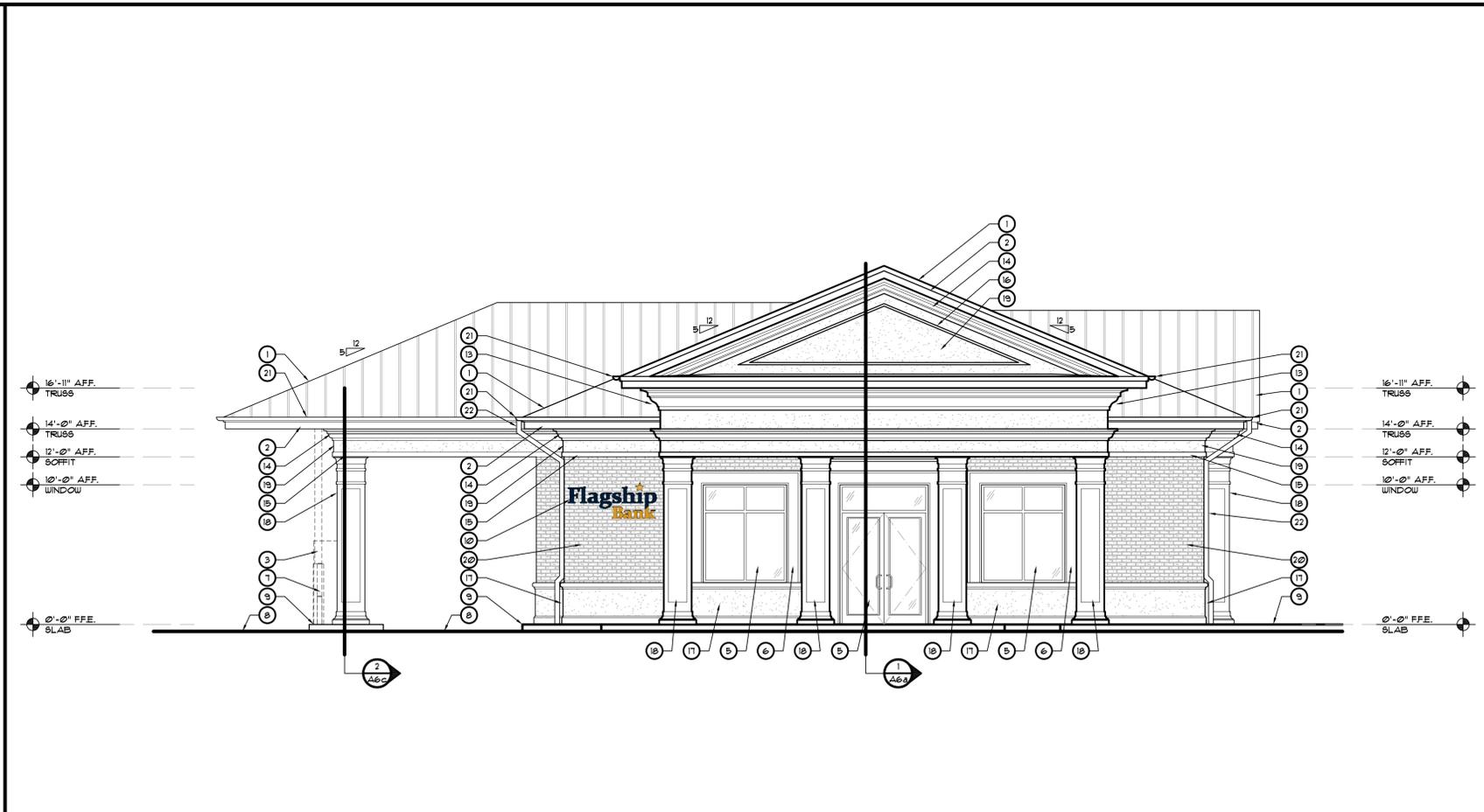
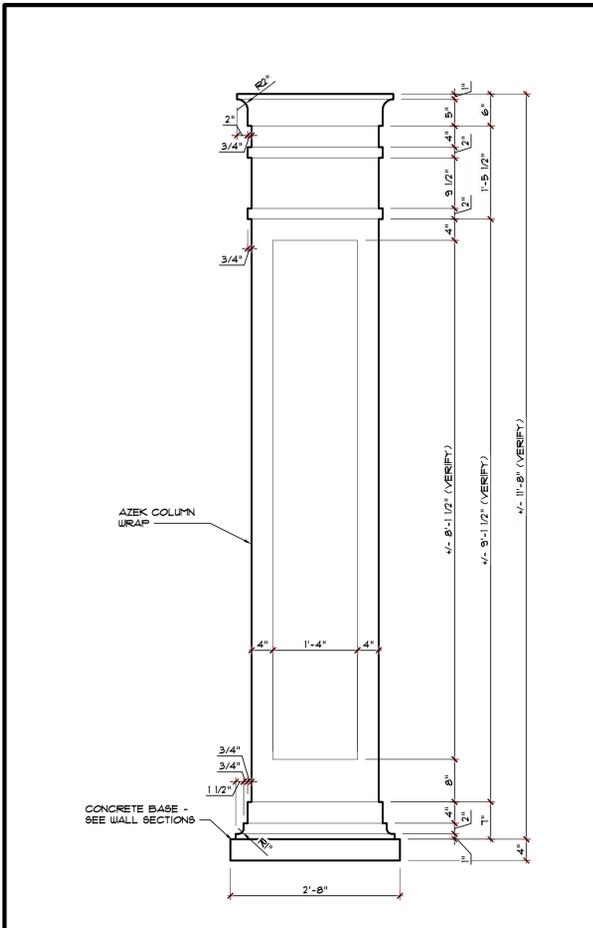
Facility	Proposed Impacts	Facility	Proposed Impacts
Potable Water:	120 gallons per day	Solid Waste:	1.56 tons per year
Wastewater:	120 gallons per day	Transportation:	48 peak hour trips

COMPLIANCE WITH ALL OTHER APPLICABLE CITY BUILDING CODES:

The property is located within the Neighborhood Business (NB) zoning district. This district permits financial institutions as a use by right. The proposed site plan is consistent with the permitted uses and requirements of the NB zoning district, as described above. The project is expected to be in compliance with all other City codes. Staff has recommended specific conditions for those items needing other jurisdictional coordination or additional notations on the site plan.

ATTACHMENTS:

1. Slide Show Presentation
2. Elevation Views
3. Architectural Rendering
4. Resolution 2021-44
5. Legal Description (Exhibit A)
6. Survey and Site Plan (Exhibit B)



KEYED NOTES

- ROOF SYSTEM - SEE ROOF PLAN
- FASCIA SYSTEM - SEE WALL SECTIONS
- BANK EQUIPMENT - SEE FLOOR PLANS AND CUT SHEETS TO BE SUBMITTED TO G.C.
- LIGHT FIXTURE - SEE ELECTRICAL DRAWINGS
- DOOR / WINDOW SYSTEM - SEE FLOOR PLANS AND SCHEDULES
- EIFS DOOR / WINDOW TRIM - SEE WALL SECTIONS AND DETAIL D/A5a
- PIPE BOLLARDS - SEE FLOOR PLANS AND CIVIL DRAWINGS
- ASPHALT DRIVE - SEE SITE PLAN AND CIVIL DRAWINGS
- CONCRETE SIDEWALK / CURB - SEE SITE PLAN AND CIVIL DRAWINGS
- BUILDING SIGNAGE BY OWNER - GENERAL CONTRACTOR TO COORDINATE WITH SIGN VENDOR - SEE ELECTRICAL DRAWINGS
- CONDENSING UNIT - SEE MECHANICAL DRAWINGS
- ELECTRICAL SERVICE - SEE ELECTRICAL DRAWINGS
- EIFS TRIM - SEE WALL SECTIONS AND DETAIL C/A5a
- EIFS TRIM - SEE WALL SECTIONS AND DETAIL E/A5a
- EIFS TRIM - SEE WALL SECTIONS AND DETAIL G/A5a
- EIFS TRIM - SEE WALL SECTIONS AND DETAIL F/A5a
- DECORATIVE EIFS BASE - SEE WALL SECTIONS AND DETAIL B/A5a
- DECORATIVE AZEK COLUMN WRAP - SEE WALL SECTIONS AND DETAIL A/A5a
- SMOOTH SAND FLOAT FINISH STUCCO - SEE WALL SECTIONS
- THIN BRICK VENEER - TO BE SELECTED
- 6" HALF ROUND GUTTER SYSTEM
- 4" ROUND DOWNSPOUT SYSTEM
- 4" DOWNSPOUT TO DRAIN UNDER SIDEWALK AND THROUGH CURB TO DISCHARGE ONTO PAVEMENT

REVISIONS	BY
01, 23, 21 TRC CONTENTS	SEH

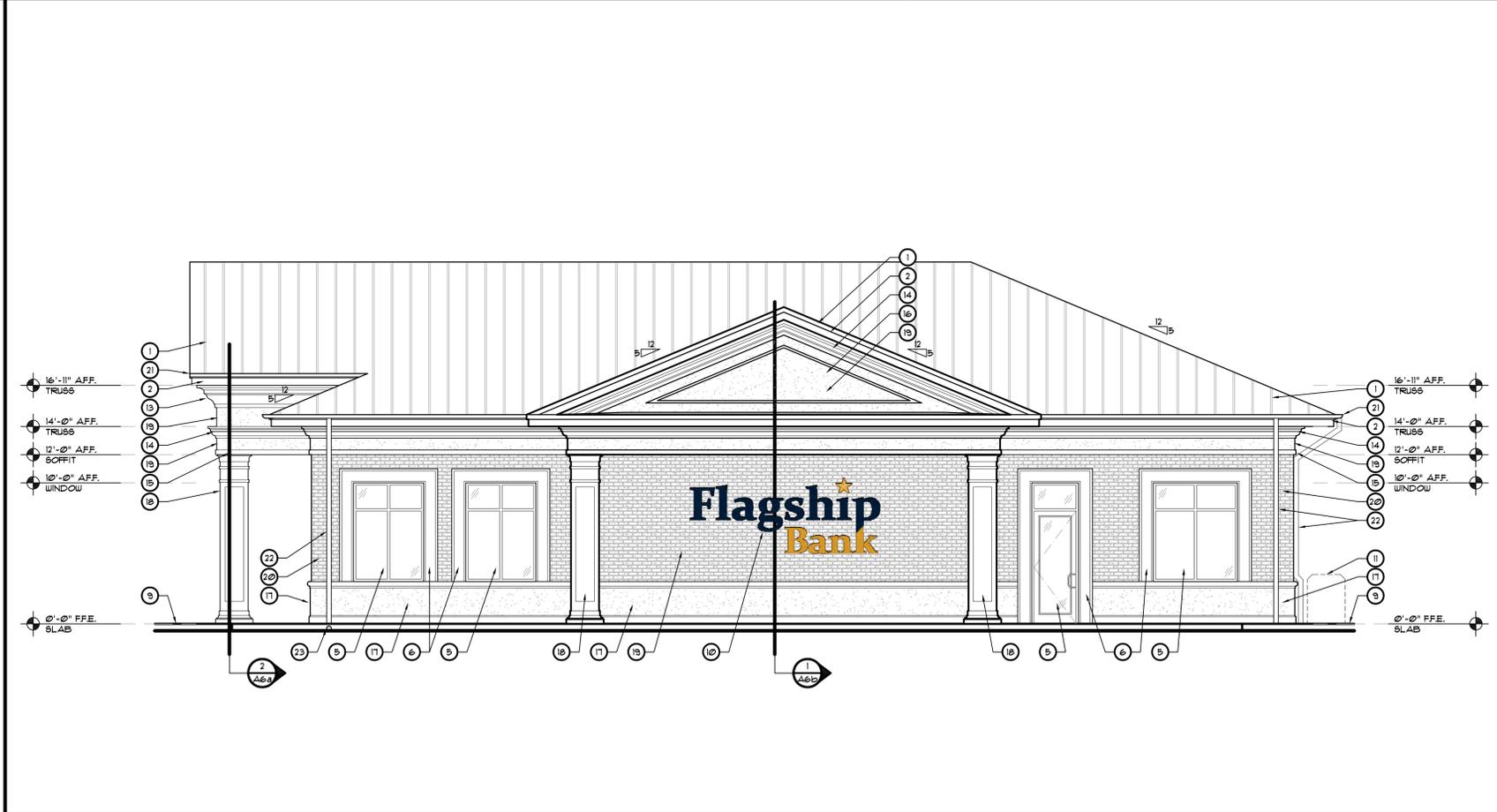
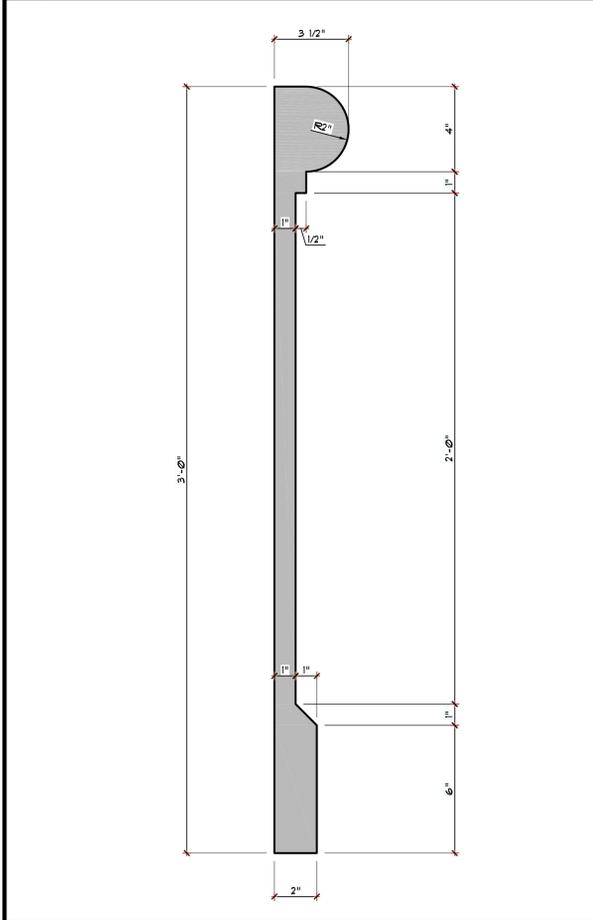
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A AZEK COLUMN WRAP DETAIL
SCALE: 3/4" = 1'-0"

1 EXTERIOR ELEVATION - WEST
SCALE: 3/16" = 1'-0"

EXTERIOR FINISH SCHEDULE

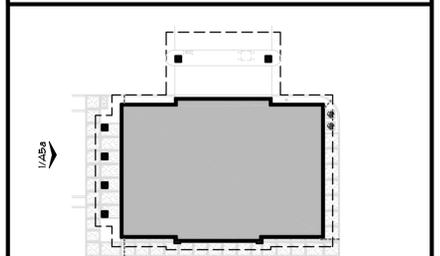
P1	PAINT COLOR TO BE DETERMINED
P2	PAINT COLOR TO BE DETERMINED
P3	PAINT COLOR TO BE DETERMINED
BRI	BRICK AND MORTAR COLOR TO BE DETERMINED



GENERAL NOTES

- ALL ROOF SLOPES SHALL BE 5:12 UNLESS NOTED OTHERWISE
 - EXTERIOR FINISH TO BE SMOOTH SAND FLOAT STUCCO FINISH UNO.
 - GENERAL CONTRACTOR TO VERIFY ALL GRADE ELEVATIONS
 - PROVIDE PROPER FLASHING AT ALL REQUIRED AREAS TO ENSURE A WATERTIGHT CONDITION
 - ALL CORNER BEADS TO BE 100% PLASTIC/VINYL, NO METAL
 - GENERAL CONTRACTOR TO SUPPLY ELECTRIC SERVICE FOR SIGNAGE (SEE ELECTRICAL PLAN) AND COORDINATE SIZE WITH VENDOR AND OWNER
1. ALL EXTERIOR LIGHTING SHALL BE WALL MOUNTED AND CUT-OFF TYPE FIXTURES

KEY PLAN

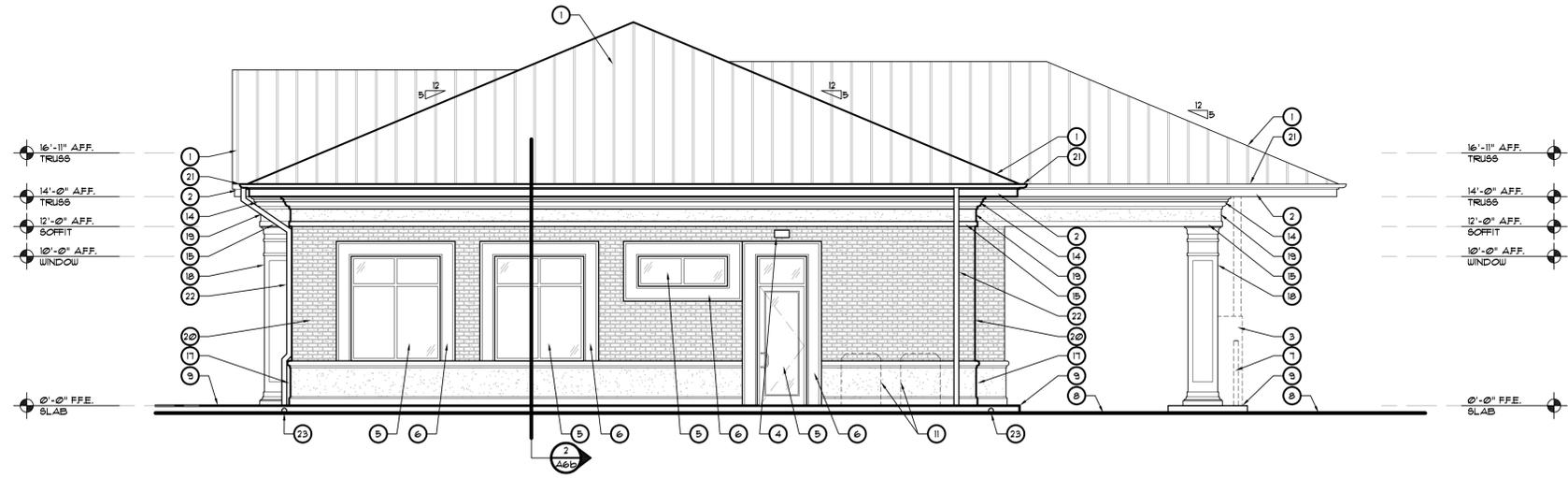
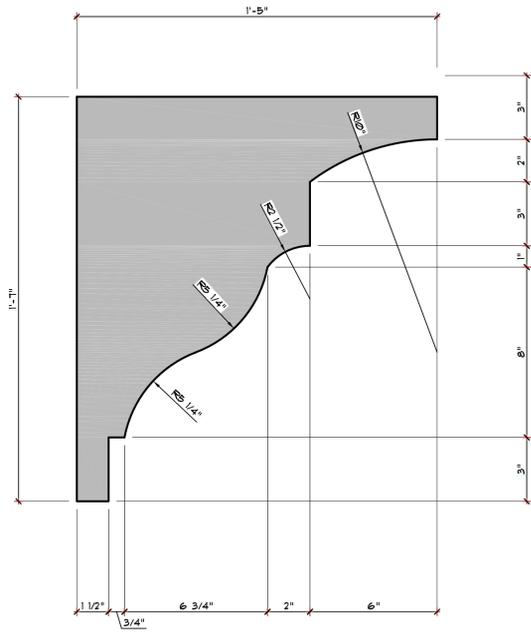


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Joseph L. Oliveri, AIA, NCARB
State of Florida License #340014026

Flagship Bank
Alternate 19 & Meres Blvd
Tarpon Springs, FL

Date: 06.10.21
Scale: AS NOTED
Project Mgr: SEH
Drawn: SEH
Job: 20-100
Sheet
A5a



KEYED NOTES

- 1 ROOF SYSTEM - SEE ROOF PLAN
- 2 FASCIA SYSTEM - SEE WALL SECTIONS
- 3 BANK EQUIPMENT - SEE FLOOR PLANS AND CUT SHEETS TO BE SUBMITTED TO G.C.
- 4 LIGHT FIXTURE - SEE ELECTRICAL DRAWINGS
- 5 DOOR / WINDOW SYSTEM - SEE FLOOR PLANS AND SCHEDULES
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- 10 BUILDING SIGNAGE BY OWNER - GENERAL CONTRACTOR TO COORDINATE WITH SIGN VENDOR - SEE ELECTRICAL DRAWINGS
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REVISIONS	BY
01, 23, 21 REV. CONTENTS	SEH

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C EIFS PROFILE
 SCALE: 3" = 1'-0"

1 EXTERIOR ELEVATION - EAST
 SCALE: 3/16" = 1'-0"

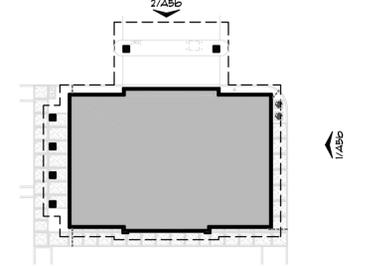
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GENERAL NOTES

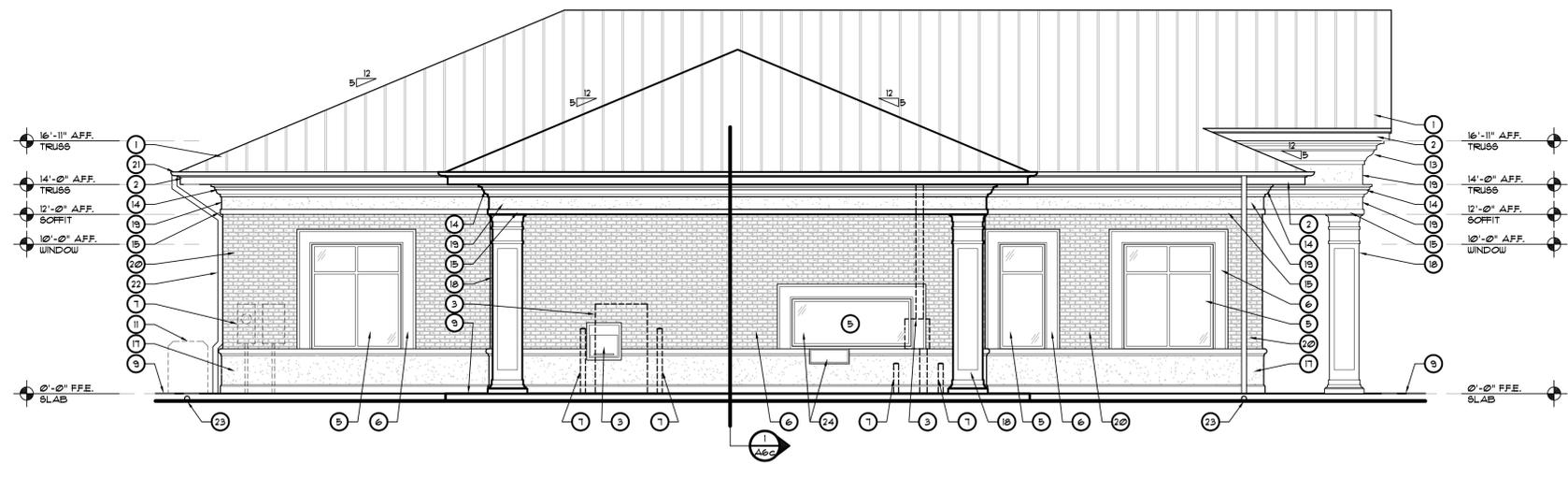
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1. ALL EXTERIOR LIGHTING SHALL BE WALL MOUNTED AND CUT-OFF TYPE FIXTURES

KEY PLAN



E EIFS PROFILE
 SCALE: 3" = 1'-0"

D EIFS PROFILE
 SCALE: 3" = 1'-0"



2 EXTERIOR ELEVATION - NORTH
 SCALE: 3/16" = 1'-0"

G EIFS PROFILE
 SCALE: 3" = 1'-0"

F EIFS PROFILE
 SCALE: 3" = 1'-0"

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Date: 06. 10. 21
 Scale: AS NOTED
 Project Mgr: SEH
 Drawn: SEH
 Job: 20-100
 Sheet

A5b



Flagship
Bank

RESOLUTION NO. 2021-44

A RESOLUTION OF THE CITY OF TARPON SPRINGS, FLORIDA, APPROVING APPLICATION #21-26 REQUESTING SITE PLAN APPROVAL FOR FLAGSHIP BANK TO CONSTRUCT A FINANCIAL INSTITUTION OF 3,327 SQUARE FEET OF GROSS FLOOR AREA ON 0.69 ACRES (MORE OR LESS) LOCATED ON THE SOUTHEAST CORNER OF SOUTH PINELLAS AVENUE AND MERES BOULEVARD IN THE RESIDENTIAL OFFICE (RO) ZONING DISTRICT; PROVIDING FOR FINDINGS; PROVIDING FOR CONDITIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Tarpon Springs has received an application for site plan approval to develop a financial institution of 3,327 square feet of gross floor area located on 0.69 acres on the southeast corner of South Pinellas Avenue and Meres Boulevard in the Residential Office (RO) zoning district; and,

WHEREAS, the Planning and Zoning Board held a public hearing on this application at its meeting of August 16, 2021 and voted to recommend approval of the site plan with conditions; and,

WHEREAS, pursuant to Section 210.03(C)(4) of the Comprehensive Zoning and Land Development Code, the Board of Commissioners must approve, approve with conditions, or, deny the application.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA:

SECTION 1: FINDINGS

1. That the site plan, as conditioned, meets the applicable sections of the Comprehensive Zoning and Land Development Code.
2. That the site plan, as conditioned, is consistent with the Tarpon Springs Comprehensive Plan.
3. That the site plan, as conditioned, demonstrates that required facilities and services will be available at the prescribed level of service standards concurrent with the impact of the development and may, subject to Section 3 of this resolution, during the term of this site plan approval, receive a Certificate of Concurrency pursuant to Section 122.00 et seq.

SECTION 2: SITE PLAN APPROVAL

The site plan on a parcel located at the southeast corner of South Pinellas Avenue and Meres Boulevard and legally described in Exhibit A was prepared and sealed by Gary A., Boucher, P.E. on August 9, 2021, and is attached as Exhibit B, is hereby approved.

SECTION 3: CONDITIONS

1. The project shall include signage and pavement markings that restricts the South Pinellas Avenue driveway connection to a right-in / right-out configuration. Written confirmation of this configuration from the Florida Department of Transportation shall be provided with the application for a building permit.
2. The applicant shall provide a sidewalk connection to the existing South Pinellas Avenue sidewalk.
3. The applicant shall include a detail showing compliance of all proposed on-site lighting with the design standards in Section 127.06 of the Land Development Code.
4. The developer is responsible for meeting the minimum criteria of the Land Development Code and for acquiring all other jurisdictional permits and approvals.
5. Construction plans shall be consistent with the approved site plan. All requisite fees attendant to the project shall be paid in accordance with the Land Development Code.
6. The site plan shall expire at one year from the effective date unless an application has been filed for a building permit with construction plans signed and sealed by a registered engineer licensed in the State of Florida.

SECTION 4: EFFECTIVE DATE

This Resolution shall become effective upon adoption.

EXHIBIT A. LEGAL DESCRIPTION

A portion of land lying in Section 13, Township 27 South, Range 15 East, Pinellas County, Florida, being more particularly described as follows:

Commence at the center of said Section 13, thence along the North line of the Southeast $\frac{1}{4}$ of Section 13, run South $89^{\circ}51'20''$ East, a distance of 28.94 feet to a point on the Easterly right of way line of South Pinellas Avenue (State Road No. 595 and Alt. 19) said point also being a point of curvature; thence, along said Easterly right of way line, 40.79 feet along the arc of a curve to the left, concave to the West having radius of 475.51 feet, a central angle of $4^{\circ}54'53''$ and a chord of 40.78 feet, which bears South $11^{\circ}21'30''$ West to the point of beginning; thence leaving South Pinellas Avenue, South $89^{\circ}51'20''$ East, 161.30 feet; thence South $00^{\circ}00'00''$ East, 110.74 feet; thence South $20^{\circ}48'03''$ West, 89.29 feet; thence North $69^{\circ}26'25''$ West, 99.25 feet; thence North $66^{\circ}51'16''$ West, 92.31 feet to the Easterly right of way line of South Pinellas Avenue; thence along said Easterly right of way line, North $26^{\circ}11'02''$ East, 29.40 feet to a point of curvature; then 103.77 feet along the arc of a curve to the left concave to the West having a radius of 477.15 feet to a central angle of $12^{\circ}27'37''$ and a chord of 103.56 feet, which bears North $19^{\circ}57'14''$ East to a point of beginning.

BOUNDARY/TOPOGRAPHIC SURVEY
THE MAP AND REPORT ARE NOT
FULL AND COMPLETE WITHOUT THE
OTHER.

SURVEYOR'S REPORT

LEGAL DESCRIPTION:

A PORTION OF LAND LYING IN SECTION 13, TOWNSHIP 27 SOUTH, RANGE 15 EAST, PINELLAS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE CENTER OF SAID SECTION 13, THENCE ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF SECTION 13, RUN SOUTH 89°51'20" EAST A DISTANCE OF 28.94 FEET TO A POINT ON THE EASTERLY RIGHT OF WAY LINE OF SOUTH PINELLAS AVENUE (STATE ROAD NO. 595 AND ALT. 19) SAID POINT ALSO BEING A POINT OF CURVATURE, THENCE ALONG SAID EASTERLY RIGHT OF WAY LINE 40.79 FEET ALONG THE ARC OF A CURVE TO THE LEFT, CONCAVE TO THE WEST HAVING A RADIUS OF 475.51 FEET, A CENTRAL ANGLE OF 4°54'53" AND A CHORD OF 40.79 FEET, THENCE SOUTH 11°21'30" WEST TO THE POINT OF BEGINNING, THENCE LEAVING SOUTH PINELLAS AVENUE SOUTH 89°51'20" EAST 161.30 FEET, THENCE SOUTH 00°00'00" EAST 110.74 FEET, THENCE THE WEST HAVING A RADIUS OF 477.15 FEET TO A CENTRAL ANGLE OF 12°31'09" AND A CHORD OF 104.26 FEET, THENCE SOUTH 12°31'09" WEST 99.25 FEET, THENCE NORTH 66°51'16" WEST 99.25 FEET, THENCE NORTH 66°51'16" WEST 99.25 FEET TO THE EASTERLY RIGHT OF WAY LINE OF SOUTH PINELLAS AVENUE, THENCE ALONG SAID EASTERLY RIGHT OF WAY LINE NORTH 28°11'02" EAST 29.40 FEET TO A POINT OF CURVATURE, THENCE 103.77 FEET ALONG THE ARC OF A CURVE TO THE LEFT, CONCAVE TO THE WEST HAVING A RADIUS OF 477.15 FEET TO A CENTRAL ANGLE OF 12°31'09" AND A CHORD OF 103.56 FEET, WHICH BEARS NORTH 19°57'14" EAST TO A POINT OF BEGINNING.

ACCURACY:

1. ALL MEASUREMENTS, DISTANCES, ELEVATIONS (IF SHOWN) AND FEATURES WERE PERFORMED IN STRICT ACCORDANCE WITH THE MINIMUM STANDARDS OF PRACTICE SET FORTH IN CHAPTER 5J-17 FLORIDA ADMINISTRATIVE CODE (5J-17FAC).
2. METHODS FOR ALL CONTROL MEASUREMENTS WERE MADE WITH A TRANSIT AND STEEL TAPE, OR DEVICES WITH EQUIVALENT OR HIGHER DEGREES OF ACCURACY.
3. THE ACCURACY STANDARD USED FOR THIS SURVEY, AS CLASSIFIED IN THE MINIMUM STANDARDS OF PRACTICE (5J-17 FAC), IS "COMMERCIAL/HIGH RISK". THE MINIMUM RELATIVE DISTANCE ACCURACY FOR THIS TYPE OF SURVEY IS 1 FOOT IN 10,000 FEET. THE ACCURACY OBTAINED BY MEASUREMENT AND CALCULATION OF A CLOSED GEOMETRIC FIGURE MET THIS REQUIREMENT.

DATA SOURCES:

1. BASIS OF BEARING IS THE EAST LINE OF THE SURVEYED PARCEL, BEING 500°00'00"E (L)
2. PLAT OF MERES TOWN CENTER PHASE II, RECORDED PLAT BOOK 140, PAGE 39, PUBLIC RECORDS, PINELLAS COUNTY, FLORIDA.
3. FIRST AMERICAN TITLE INSURANCE COMPANY, ALTA COMMITMENT FOR TITLE INSURANCE, ISSUED BY: WOLLINKA-WIKLE TITLE INSURANCE AGENCY, INC., FILE NO.: TIA20156, EFFECTIVE DATE: FEBRUARY 6, 2020 AT 8:00 AM.
4. ELEVATIONS SHOWN HEREON BASED ON NATIONAL GEODETIC BENCHMARK "AL 0305", HAVING AN ELEVATION OF 28.40', (NORTH AMERICAN VERTICAL DATUM 1988)

SCHEDULE BII EXCEPTIONS ARE AS FOLLOWS:

1. DEFECTS, LIENS, ENCUMBRANCES, ADVERSE CLAIMS OR OTHER MATTERS, IF ANY, CREATED, FIRST APPEARING IN THE PUBLIC RECORDS OR ATTACHING SUBSEQUENT TO THE EFFECTIVE DATE BUT PRIOR TO THE DATE THE PROPOSED INSURED ACQUIRES FOR VALUE OF RECORD THE ESTATE OR INTEREST OR MORTGAGE THEREON COVERED BY THIS COMMITMENT. SURVEYOR'S COMMENT: NOT A SURVEY RELATED EXCEPTION.
2. ANY RIGHTS, INTERESTS OR CLAIMS OF PARTIES IN POSSESSION OF THE LAND NOT SHOWN BY THE PUBLIC RECORDS. SURVEYOR'S COMMENT: NOT A SURVEY RELATED EXCEPTION.
3. ANY ENCROACHMENT, ENCUMBRANCE, VIOLATION, VARIATION OR ADVERSE CIRCUMSTANCE AFFECTING THE TITLE THAT WOULD BE DISCLOSED BY AN ACCURATE AND COMPLETE LAND SURVEY OF THE LAND. SURVEYOR'S COMMENT: SHOWN HEREON.
4. ANY LIEN, FOR SERVICES, LABOR OR MATERIALS IN CONNECTION WITH IMPROVEMENTS, REPAIRS OR RENOVATIONS PROVIDED BEFORE, ON, OR AFTER DATE OF POLICY, NOT SHOWN BY THE PUBLIC RECORDS. SURVEYOR'S COMMENT: NOT A SURVEY RELATED EXCEPTION.
5. ANY DISPUTE AS TO THE BOUNDARIES CAUSED BY A CHANGE IN THE LOCATION OF ANY WATER BODY WITHIN OR ADJACENT TO THE LAND PRIOR TO DATE OF POLICY, AND ANY ADVERSE CLAIM TO ALL OR PART OF THE LAND THAT IS, AT DATE OF POLICY, OR WAS PREVIOUSLY UNDER WATER. SURVEYOR'S COMMENT: NO VISUAL EVIDENCE OF WATER BODIES WITHIN OR ADJACENT TO THE SURVEYED PARCEL.
6. TAXES OR SPECIAL ASSESSMENTS NOT SHOWN AS LIENS IN THE PUBLIC RECORDS OR IN THE RECORDS OF THE LOCAL TAX COLLECTING AUTHORITY, AT DATE OF POLICY. SURVEYOR'S COMMENT: NOT A SURVEY RELATED EXCEPTION.
7. ANY MINERALS OR MINERAL RIGHTS LEASED, GRANTED OR RETAINED BY CURRENT OR PRIOR OWNERS. SURVEYOR'S COMMENT: NOT A SURVEY RELATED EXCEPTION.
8. TAXES AND ASSESSMENTS FOR THE YEAR 2018 AND SUBSEQUENT YEARS, WHICH ARE NOT YET DUE AND PAYABLE. SURVEYOR'S COMMENT: NOT A SURVEY RELATED EXCEPTION.
9. EASEMENT GRANTED TO FLORIDA POWER CORPORATION BY INSTRUMENT RECORDED IN BOOK 3673, PAGE 104. SURVEYOR'S COMMENT: SUBJECT TO NON-DELINEABLE BLANKET EASEMENT LIABILITY COMPANY AND REGIONS BANK AN ALABAMA BANKING CORPORATION RECORDED IN BOOK 16030, PAGE 1298, AS AMENDED IN BOOK 19484, PAGE 1369. SURVEYOR'S COMMENT: SUBJECT TO NON-DELINEABLE BLANKET EASEMENTS.
11. TERMS AND CONDITIONS OF ANY EXISTING UNRECORDED LEASE(S), AND ALL RIGHTS OF LESSEE(S) AND ANY PARTIES CLAIMING THROUGH THE LESSEE(S) UNDER THE LEASE(S). SURVEYOR'S COMMENT: NOT A SURVEY RELATED EXCEPTION.

LIMITATIONS:

1. PURPOSE OF SURVEY: TO DOCUMENT THE PERIMETERS, OR ANY ONE OF THEM, OF A PARCEL OR TRACT OF LAND BY ESTABLISHING OR RE-ESTABLISHING CORNERS, MONUMENTS, AND BOUNDARY LINES FOR THE PURPOSES OF DESCRIBING THE PARCEL, LOCATING FIXED IMPROVEMENTS ON THE PARCEL, DIVIDING THE PARCEL, OR PLATTING, AND SELECTED NATURAL AND ARTIFICIAL FEATURES OF A PART OF THE EARTH'S SURFACE TO DETERMINE HORIZONTAL AND VERTICAL SPATIAL RELATIONS.
2. USE OF THIS SURVEY BY ANYONE OTHER THAN THOSE PREPARED FOR / CERTIFIED TO, WILL BE THE RE-USERS SOLE RISK WITHOUT LIABILITY TO THE SURVEYOR.
3. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
4. UNDERGROUND FOUNDATIONS AND THEIR LOCATIONS HAVE NOT BEEN DETERMINED.
5. SUBJECT PROPERTY APPEARS TO LIE WITHIN FLOOD ZONE AE (EL. 10 FEET), ACCORDING TO THE CURRENT FLOOD INSURANCE RATE MAP, PINELLAS COUNTY, FLORIDA, MAP NUMBER 121010345F, COMMUNITY: CITY OF TARPON SPRINGS, 120259, MAP REVISED DATE: SEPTEMBER 26, 2014, MAP INDEX NUMBER 121030IND1C, MAP REVISED: AUGUST 18, 2009. AN ACCURATE FLOOD ZONE DETERMINATION SHOULD BE MADE BY THE PREPARER OF SAID MAP, THE FEDERAL EMERGENCY MANAGEMENT AGENCY, OR THE LOCAL GOVERNMENTAL AGENCY HAVING JURISDICTION OVER SUCH MATTERS PRIOR TO ANY

- JUDGMENTS BEING MADE FROM THE ZONE AS NOTED.
6. IRRIGATION EQUIPMENT AND / OR THEIR APPURTENANCES HAVE NOT BEEN MAPPED.
 7. THERE MAY EXIST ADDITIONAL EASEMENTS AND/OR RESTRICTIONS THAT CAN BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.
 8. ONLY THE UNDERGROUND UTILITIES AND / OR THEIR APPURTENANCES WHICH WERE READILY APPARENT FROM GROUND LEVEL TO THE SURVEYOR ON THE ACTUAL DAY OF THE FIELD SURVEY WERE LOCATED. NO EXCAVATIONS OR SUBSURFACE WORK EFFORTS OF ANY KIND WERE PERFORMED BY THE SURVEYOR TO VERIFY THE EXISTENCE OF ANY UNDERGROUND UTILITIES AND / OR THEIR APPURTENANCES. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES AND / OR THEIR APPURTENANCES SHOWN, COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED.
 9. THERE MAY BE ADDITIONAL UTILITY STRUCTURES (DRAINAGE, SANITARY, ELECTRIC, COMMUNICATIONS, ETC.) THAT WERE NOT READILY APPARENT AT THE TIME OF THE SURVEY.
- BOUNDARY INCONSISTENCIES:**
1. ANY ANGULAR AND/OR DIMENSIONAL DISCREPANCIES BETWEEN THE DESCRIPTION AND THE FIELD LOCATED OCCUPATION BOUNDARY CORNERS, AND BOUNDARY CORNERS WITH MULTIPLE BOUNDARY MONUMENTS ALONG WITH THEIR CORRESPONDING QUADRANT DIRECTIONAL MISSES, ARE SHOWN ON THE MAP OF SURVEY. ALL PERIMETER BEARINGS AND DISTANCES ARE BY FIELD MEASURED UNLESS SO NOTED.

Resolution 2021-44 Exhibit B. Eighteen (18) pages.



BULLSEYE SURVEYING, INC.

LB 7818
 2198 NE COACHMAN ROAD, UNIT F
 CLEARWATER, FL 33765
 PHONE: 727-475-8088



PARCEL INFORMATION:
 SECTION 13, TOWNSHIP 27 SOUTH, RANGE 15 EAST, PINELLAS COUNTY FLORIDA
PARCEL ADDRESS:
 0 DISSTON AVENUE, TARPON SPRINGS, FL 34689
PARCEL ID:
 13-27-15-00000-420-0120

- ABBREVIATIONS**
- DENOTES
- (F)=FIELD
 - (P)=PLAT INFORMATION
 - (L)=LEGAL DESCRIPTION INFORMATION
 - (#)=INFORMATION FROM DATA SOURCES
 - (#)=SCHEDULE BII EXCEPTION
 - EL=ELEVATION
 - FCM=FOUND CONCRETE MONUMENT
 - FIR=FOUND IRON REBAR (SIZE AS NOTED)
 - FN&D=FOUND NAIL & DISK
 - FPP=FOUND PINCHED PIPE
 - IE=INVERT ELEVATION
 - LB=LICENSED BUSINESS
 - LS=LICENSED SURVEYOR
 - OR=OFFICIAL RECORDS BOOK
 - PB=PLAT BOOK
 - PC=PAGE
 - PLS=PROFESSIONAL LICENSED SURVEYOR
 - POB=POINT OF BEGINNING
 - POC=POINT OF COMMENCEMENT
 - PLS=PROFESSIONAL LICENSED SURVEYOR
 - PSM=PROFESSIONAL SURVEYOR AND MAPPER
 - R/W=RIGHT-OF-WAY
 - RCP=REINFORCED CONCRETE PIPE
 - RLS=REGISTERED LICENSED SURVEYOR
 - SIR=SET 1/2" REBAR AND CAP LB 7818
 - SN&D=SET NAIL AND DISK LB 7818
 - TBM=TEMPORARY BENCHMARK

- SYMBOL LEGEND**
- DENOTES
- [E] ELECTRIC EQUIPMENT
 - [E] ELECTRIC TRANSFORMER
 - [I] GUY ANCHOR
 - [G] GRATE INLET
 - [G] GAS PAINT MARK
 - [G] GAS WARNING MARKER (UNDERGROUND)
 - [L] LIGHT POLE (CONCRETE)
 - [L] FIBER OPTIC WARNING MARKER (UNDERGROUND)
 - [P] POST
 - [T] TELEPHONE EQUIPMENT
 - [T] TELEPHONE WARNING MARKER (UNDERGROUND)
 - [T] TRAFFIC SIGNAL EQUIPMENT
 - [T] TRAFFIC SIGNAL POLE
 - [T] TREE (OAK)
 - [T] TREE (OTHER)
 - [T] TREE (PALM)
 - [T] UTILITY POLE (WOOD)
 - [T] WATER VALVE

THIS SURVEY AND THE COPIES THEREOF, EXCEPT THOSE WITH ELECTRONIC SIGNATURE AND ELECTRONIC SEAL, THE SURVEY OR THE COPIES THEREOF ARE NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

ADDITIONS OR DELETIONS TO SURVEY REPORTS OR MAPS BY ANYONE OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED

- CERTIFIED TO:**
- FIRST AMERICAN TITLE INSURANCE COMPANY
 - WOLLINKA-WIKLE TITLE INSURANCE AGENCY, INC.
 - FLAGSHIP BANK OR WEST FLORIDA BANK CORPORATION

George R. Martin
 GEORGE R. MARTIN
 PROFESSIONAL SURVEYOR & MAPPER
 LICENSE NUMBER LS 6019
 STATE OF FLORIDA

REVISIONS	
#	DATE
1	4/1/2020
2	2/15/2021

FIELD BOOK / PAGE	SCALE	SHEET NUMBER
012/39	1"=20'	1 of 1
DRAFTED BY	SURVEY FIELD DATE	
GRM	08/27/2016	
PROJECT NUMBER	FILE NAME	
16-038	16-038-T.dwg	

LEGAL DESCRIPTION

A PORTION OF LAND LYING IN SECTION 13, TOWNSHIP 27 SOUTH, RANGE 15 EAST, PINELLAS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE CENTER OF SAID SECTION 13, THENCE ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF SECTION 13, RUN SOUTH 89°51'20" EAST A DISTANCE OF 28.94 FEET TO A POINT ON THE EASTERLY RIGHT OF WAY LINE OF SOUTH PINELLAS AVENUE (STATE ROAD NO. 595 AND ALT. 19) SAID POINT ALSO BEING A POINT OF CURVATURE, THENCE ALONG SAID EASTERLY RIGHT OF WAY LINE 40.79 FEET ALONG THE ARC OF A CURVE TO THE LEFT, CONCAVE TO THE WEST HAVING A RADIUS OF 475.51 FEET, A CENTRAL ANGLE OF 4°54'53" AND A CHORD OF 40.78 FEET, WHICH BEARS SOUTH 11°21'30" WEST TO THE POINT OF BEGINNING, THENCE LEAVING SOUTH PINELLAS AVENUE SOUTH 89°51'20" EAST 161.30 FEET, THENCE SOUTH 00°00'00" EAST 110.74 FEET, THENCE SOUTH 20°48'03" WEST 99.29 FEET, THENCE NORTH 69°36'26" WEST 99.25 FEET, THENCE NORTH 66°51'16" WEST 92.31 FEET TO THE EASTERLY RIGHT OF WAY LINE OF SOUTH PINELLAS AVENUE, THENCE ALONG SAID EASTERLY RIGHT OF WAY LINE NORTH 26°11'02" EAST 29.40 FEET TO A POINT OF CURVATURE, THENCE 103.77 FEET ALONG THE ARC OF A CURVE TO THE LEFT, CONCAVE TO THE WEST HAVING A RADIUS OF 477.15 FEET TO A CENTRAL ANGLE OF 12°27'37" AND A CHORD OF 103.56 FEET, WHICH BEARS NORTH 19°57'14" EAST TO A POINT OF BEGINNING.

DATUM INFORMATION

N.A.V.D. 1988 DATUM

FLOOD ZONE INFORMATION

SUBJECT PROPERTY APPEARS TO LIE WITHIN FLOOD ZONE AE (EL. 10 FEET), ACCORDING TO THE CURRENT FLOOD INSURANCE RATE MAP, PINELLAS COUNTY, FLORIDA, MAP NUMBER 1210100245 F, COMMUNITY: CITY OF TARPON SPRINGS, 120259, MAP REVISED DATE: SEPTEMBER 26, 2014, MAP INDEX NUMBER 121030NDIC, MAP REVISED: AUGUST 18, 2009. AN ACCURATE ZONE DETERMINATION SHOULD BE MADE BY THE PREPARED OF SAID MAP, THE FEDERAL EMERGENCY MANAGEMENT AGENCY, OR THE LOCAL GOVERNMENTAL AGENCY HAVING JURISDICTION OVER SUCH MATTERS PRIOR TO ANY JUDGMENTS BEING MADE FROM THE ZONE AS NOTED.

SURVEYOR:

BULLSEYE SURVEYING, INC.
2014 DREW STREET
CLEARWATER, FL 33765
(727) 475-8088 FAX (727) 264-0457

NOTE TO CONTRACTOR

THIS SET OF PLANS IS COMPRISED OF SEVERAL SHEETS THAT REFER TO EACH OTHER FOR VARIOUS DESIGN DATA AND DESCRIPTIVE PURPOSES. NO SHEET SHALL STAND ALONE FOR BIDDING, CONSTRUCTION AND COORDINATION PURPOSES. ALL PAGES WITHIN THIS SET OF PLANS SHALL BE PRESENTED TOGETHER, NOT IN PART. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING A COMPLETE SET OF PLANS TO ALL THOSE CONDUCTING WORK ON THIS PROJECT. INCOMPLETE PLAN PACKAGES MAY BE CONSIDERED INVALID BY THE ENGINEER OF RECORD.

**SECTION 13, TOWNSHIP 27 S., RANGE 15 E
CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA**

CONSTRUCTION PLANS

SITE INFORMATION

PARCEL ID #:
13-27-15-00000-420-0120

PROPERTY ADDRESS:
US. ALT HWY 19 & MEARS BLVD.
TARPON SPRINGS, FL



LOCATION MAP
NTS



AERIAL PHOTOGRAPH
NTS

		BEFORE DEVELOPMENT		AFTER DEVELOPMENT		NOTES
ZONING	RO	RO	RO	RO	RO	
LAND USE	VACANT	VACANT	COMMERCIAL	COMMERCIAL	COMMERCIAL	
FACILITY USE	VACANT	VACANT	BANK	BANK	BANK	
LOT AREA	30,016 sf	0.89 Ac MCL	100.0%	30,010 sf	0.89 Ac MCL	100.0%
BUILDING COVERAGE	0 sf	0.00 Ac MCL	0.0%	3,327 sf	0.08 Ac MCL	11.1%
TOTAL NUMBER OF STORES	0			1		
CROSS FLOOR AREA	0 sf			3,327 sf		0.11 FAR
PAVED VEHICULAR USE AREA	0 sf	0.00 Ac MCL	0.0%	16,055 sf	0.37 Ac MCL	53.5%
OTHER IMPERVIOUS AREA	0 sf	0.00 Ac MCL	0.0%	1,855 sf	0.04 Ac MCL	5.5%
IMPERVIOUS SURFACE RATIO	0 sf	0.00 Ac MCL	0.0%	21,037 sf	0.48 Ac MCL	70.1%
OPEN SPACE	30,016 sf	0.89 Ac MCL	100.0%	8,973 sf	0.21 Ac MCL	29.9%
INTERIOR LANDSCAPING	0 sf	0.00 Ac MCL	#DIV/0!	1,500 sf	0.03 Ac MCL	9.3%
						REQ'D=100 SF/5 SPACES
BUILDINGS SETBACKS	FRONT	0.0 ft	W	88.5 ft	W	MIN. SETBACKS FRONT = 20.0' REAR = 20.0' SIDE = 20.0' STREET SIDE = 15.0'
	SIDE	0.0 ft	S	88.5 ft	S	
	REAR	0.0 ft	E	39.2 ft	E	
	REAR	0.0 ft	E	39.2 ft	E	
PERIMETER LANDSCAPING	FRONT	0.0 ft	N	8.0 ft	N	REQUIRED LS BUFFERS FRONT = 8.0' REAR = 8.0' SIDE = 8.0'
	SIDE	0.0 ft	S	8.0 ft	S	
	REAR	0.0 ft	E	8.0 ft	E	
BUILDING HEIGHT	0.0 ft			30.0 ft		MAX. HEIGHT = 35.0'

FACILITIES IMPACT TABLE

WATER: 120 GPD
SEWER: 120 GPD
SOLID WASTE: 1.56 TONS/YR.
TRAFFIC: 489 ADT, NEW PEAK HR: 48

REQUIRED: 1 SPACE PER 200 SF OF GROSS FLOOR AREA
3,327 SF/200 = 16.6 OR 17 SPACES REQUIRED

PROVIDED: 19 SPACES INCLUDING 2 HANDICAP SPACES
2 DRIVE-THRU LANES = 12 SPACES

PROJECT INFORMATION

PROPERTY OWNER:
FLAGSHIP BANK
29750 U.S. HWY. 19
CLEARWATER, FLORIDA 33761

DESCRIPTION OF WORK:
CONSTRUCT 3,327 S.F. BANK ON 1.07 AC. VACANT PARCEL ALONG WITH ASSOCIATED PARKING, LANDSCAPING, WATER MANAGEMENT SYSTEM AND WATER/SEWER UTILITIES

CIVIL SITE INDEX

- C1.1 CIVIL SITE INFORMATION
- C1.2 CIVIL NOTES AND PROCEDURES
- C1.3 CIVIL NOTES AND SPECIFICATIONS
- C2.1 SITE DEMOLITION PLAN
- B1.1 CONSTRUCTION SURFACE WATER MANAGEMENT
- B2.1 BEST MANAGEMENT PRACTICES FOR EROSION CONTROL
- B3.1 BEST MANAGEMENT DETAILS
- B3.2 BEST MANAGEMENT DETAILS
- C3.1 SITE LAYOUT AND GEOMETRY PLAN
- C4.1 GRADING AND DRAINAGE PLAN
- C6.1 SITE UTILITIES PLAN
- C6.1 ON-SITE PAVEMENT, CURB AND WALK DETAILS
- C6.3 ON-SITE SIGNAGE, STRIPING AND MARKING DETAILS
- C6.5 ON-SITE UTILITY DETAILS
- C7.1 PUBLIC UTILITY DETAILS
- C11.1 LANDSCAPE PLAN
- C11.2 LANDSCAPE DETAILS

Gary A Boucher
PE 22885

Digitally signed by: Gary A Boucher PE 22885
DN: CN = Gary A Boucher PE 22885 email = gboucher@ozonainc.com C = AD O = Ozonainc Engineering, Inc
Date: 2021.08.09 10:42:36 -05'00'

CIVIL SITE INFORMATION
SCALE: NONE

REVISIONS

NO.	DATE	DESCRIPTION
1	08.10.21	ISSUED PER CITY OF TARPON SPRINGS
2	08.02.21	REVISED PER CITY OF TARPON SPRINGS

PROJECT #:
ERIC DATE: --
DRAWN BY: AVF
SCALE: AS SHOWN

SHEET #:
C1.1

FOR: **FLAGSHIP BANK**

PROJECT: **FLAGSHIP BANK**
ALT. U.S. 19 & MERES BLVD.
TARPON SPRINGS, FLORIDA

PREPARED BY: **Ozona Engineering, Inc.**
Ozona, Florida 34660-432
P.O. Box 432
Ozona, Florida 34660-432
Tel: (813) 389-9999 Fax: (813) 785-4444
www.ozonainc.com

SURVEYS AND AS-BUILTS:

- The contractor commissioned to do the site work is responsible for providing as-built surveys during the course of the project and at the end of the job.
 - As-Built Surveys shall include but not be limited to the following:
 - Sanitary Sewer
 - Water (Domestic, Fire and Reclaim)
 - Stormwater Infrastructure
 - Grading
 - Building Tie-in and Finish Floor Elevation
 - All surveys shall be conducted and provided in the following manner:
 - Sanitary Sewer:

The sanitary sewer as-builts shall be provided to the engineer of record prior to any further construction above the underground utilities. The sewer as-builts shall include but not be limited to the following data:

 - Manhole locations, top elevations, inverts, etc.
 - Pipe run sizes, types and lengths
 - Lift station top, inflow inverts and outflow invert
 - Water:

All water utility as-builts shall be provided to the engineer of record prior to any further construction above underground utilities. The water as-builts shall include but not be limited to the following data:

 - Meter & Backflow preventer locations and sizes
 - Pipe run sizes, types and lengths
 - Locations and types of fittings such as tees, gate valves, etc.
 - Stormwater Infrastructure:

All underground stormwater as-builts shall be provided to the engineer of record prior to any further construction above the underground element. The stormwater infrastructure as-builts shall contain but not be limited to the following data:

 - Inlet, junction box or end section type and location including top elevations and all inverts
 - Pipe run sizes, types and lengths
 - Pond top of bank, bottom, water elevation, geometry, littoral shelf elevation, etc.
 - Control structure top and invert elevations.
 - Weir invert, width, shape and baffle dimensions.
 - Grading:

All pertinent grading such as floodplain mitigation areas, wetland work, paving, etc. shall be provided. The grading as-builts shall include but not be limited to the following data:

 - Grades at high points and low points along pavement, swales and other flow lines.
 - Grades at immediate perimeter of building(s).
 - Grades at top and toe of slope of areas exceeding 5:1 slope.
 - Grades at wetland buffer areas.
 - Grades at perimeter of site.
 - Grades at all handicap ramps and handicap parking.
 - Building Tie-In and Finish Floor:

All buildings shall be located on the survey. The as-builts shall include but not be limited to the following data:

 - Dimension of all corners of buildings to each other and to the surrounding property lines. The dimensions shall be perpendicular to the property line.
 - Finish floor elevation(s) of the buildings.
- All surveys shall be conducted by a licensed surveyor. No as-built information shall be provided to the engineer of record in any other form unless specifically approved by the engineer of record.
- All surveys shall be provided to the engineer of record signed and sealed with a digital copy in CAD form.
- Surveys may require specific criteria per local jurisdictional requirements. Contractor/surveyor shall coordinate such requirements with the local jurisdictions to assure all needed data is provided and is in the proper format.

CONTRACTOR PROCEDURE NOTES:

- New Water Mains:

After completion of installation of new water mains, pressure testing shall be performed in accordance with the local jurisdiction water system standards and specifications, sampling of new water mains shall conform with county public health unit requirements and results forwarded to the engineer. Under no circumstances shall a new water system be placed into service until the certification by the engineer has been completed and a release from county public health unit and/or the Florida Dept. of Environmental Regulation (or other applicable local authority) has been issued.
- Tree Barricades And Erosion Control Measures:

Required tree barricades and erosion control measures must remain intact throughout the project duration. Encroachment into or failure to maintain these barricades will result in enforcement action, which may include citations and/or permit revocations.
- Runoff Management:

All retention areas, storm sewer piping, storm sewer structures, etc. Must be in place as part of the first phase of construction. It is the responsibility of the contractor to accommodate positive drainage throughout construction to avoid flooding of the adjacent properties. Any flooding that may occur due to this work will be the sole responsibility of the contractor.
- Public Utility Connections:

Any new public utilities to be constructed within the right of way as part of the project must be inspected and accepted by the local jurisdiction prior to private connection from the project.
- Electronically Stored Data:

The use of electronically stored data (i.e. CAD files) whether transmitted via. disk, direct modem, e-mail, digitization, etc. is intended for informational purposes only. This information is not to be used for construction. Contractor must utilize signed and sealed documents for construction.

COORDINATION BETWEEN SITEWORK AND BUILDINGS:

- Most projects have transitional construction items that include, but are not limited to the following:
 - Roof leader connections and locations
 - Drainage sleeves under walks
 - Necessity of a stem wall at grade transitions at the building(s)
 - Connection of the fire line into the building from the main
 - Transformer pads
 - Inverts of sanitary sewer piping at the building edge
 - Handicap ramps, walks, etc. leading to the entryways of a building
 - Protective pipe bollards
 - Dumpster enclosures attached to or near buildings
 - Loading areas with specific criteria
- During the bidding process, it shall be the sitework contractor's responsibility to either bid on or acknowledge transitional construction items. The bid shall include a specific description of each item. In cases where the sitework contractor does not provide any particular transitional item, he/she must acknowledge each item in writing attached to their bid.
- Some buildings have specific criteria for sitework adjacent to the buildings. In cases where there is a discrepancy between design items within the site plan and design items within the building plans, the contractor(s) must notify both the engineer of record and the building architect prior to conducting any work related to that item.
- Dumpster enclosures in general may be referenced both on the site plan and on the building plans. If the enclosure is referenced on the site plan, it is only to meet the permit requirements for the site plan. Contractor shall refer to the building plans for additional information as the architectural design of the dumpster enclosure is more specific for purposes of finish, gate design, footings, wind load requirements, etc.

SHOP DRAWINGS NOTE:
CONTRACTOR SHALL PROVIDE SHOP DRAWINGS FOR ITEMS INCLUDING BUT NOT LIMITED TO THE FOLLOWING:

- DRAINAGE STRUCTURES
 - DRAINAGE PIPES
 - WATER PIPES AND FITTINGS
 - VALVES AND RELATED ITEMS
 - SANITARY SEWER MANHOLES
 - SANITARY SEWER PIPES, FITTINGS, ETC.
 - PAVEMENT SPECIFICATIONS
 - HANDRAILS AND GUARDRAILS
 - FENCES, GATES AND RELATED HARDWARE
- ALL SHOP DRAWINGS MUST BE REVIEWED AND APPROVED BY THE ENGINEER OF RECORD PRIOR TO PURCHASE AND INSTALLATION OF THESE ITEMS.

ADDITIONALLY, SPECIFIC ITEMS CONTAINED WITHIN THE DETAIL PAGES HAVE BEEN FLAGGED INSTRUCTING THE CONTRACTOR TO PROVIDE A SHOP DRAWING. (SHOP DRAWINGS SHALL NOT BE LIMITED TO THE DESIGNATED ITEMS.)

SYMBOL FOR SHOP DRAWING REQUIREMENT:



REVISIONS

1

I HEREBY CERTIFY THAT THIS PLAN AND SPECIFICATION WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE PROFESSIONAL SEAL OF THE STATE OF FLORIDA AS SIGNED BY MY HAND AND SEAL.

Cory A. Boucher, PE# 22085

STATE CERT. OF AUTH. #000942

Ozona Engineering, Inc.
P.O. Box 432
Ozona, Florida 34660-432
Phone: (727) 785-3859 Fax: (727) 785-3454
www.ozonae.com

FOR: **FLAGSHIP BANK**

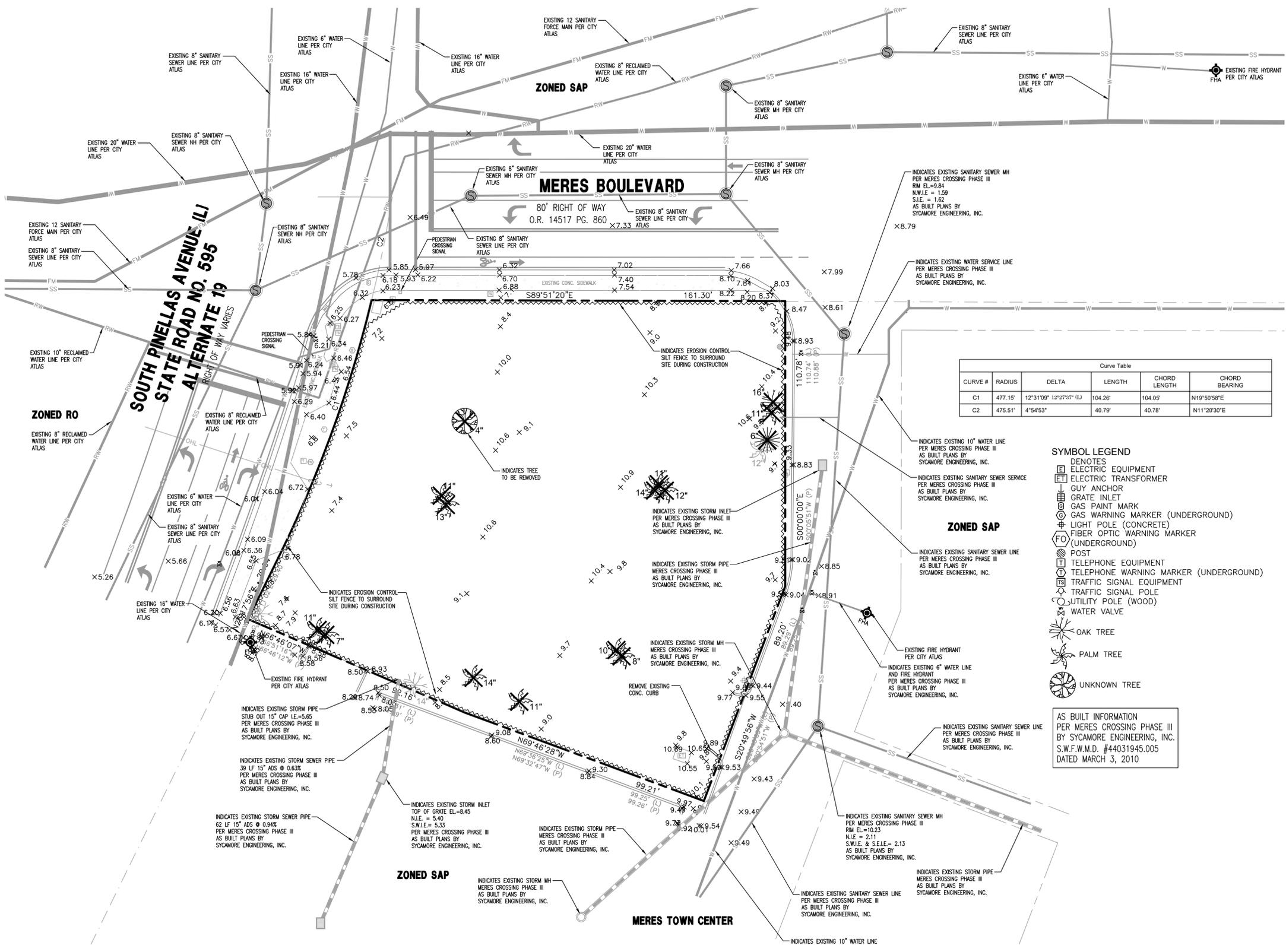
PROJECT #:
ORIG. DATE:
DRAWN BY: AVF
SCALE: AS SHOWN

FLAGSHIP BANK
ALT. U.S. 19 & MERES BLVD.
TARPOON SPRINGS, FLORIDA

PROJECT #: --
ORIG. DATE: --
DRAWN BY: AVF
SCALE: AS SHOWN

SHEET #:

C1.2



DEMOLITION LEGEND

- SILT BARRIER
- BUILDING TO BE REMOVED - REFER TO ARCHITECTURAL PLANS FOR PARTIAL REMOVAL OF BUILDINGS
- PAVEMENT OR OTHER VEHICULAR SURFACE TO BE REMOVED
- CONCRETE OR SIDEWALK TO BE REMOVED
- DEMOLITION NOTE FLAG - REFER TO DEMOLITION NOTES FOR SPECIFIC DESCRIPTIONS OF ITEMS
- SINGLE TREE BARRICADE - REFER TO TREE BARRICADE DETAIL FOR LIMITS OF BARRICADES AS THEY RELATE TO INDIVIDUAL TREES
- MULTIPLE TREE BARRICADE - CONFIGURATION WILL VARY DEPENDING UPON TREE LOCATIONS AND SIZES

DEMOLITION NOTES

Demolition of the site includes the removal/relocation of all existing structures within the project area, paving and base, utility lines (sanitary sewer, storm pipes, water lines, power poles, overhead and underground power and telephone cables, gas lines, trees, shrubs, etc.) and is not limited to what is shown. Refer to other plans for the treatment of existing features to remain.

All cavity and excavation resulting from removal of trees, shrubs, pipes, inlets, grease traps, sign and pole bases shall be filled with approved suitable material and compacted in 12" lifts to 95% of max. density.

On-site disposal of construction and demolition debris may occur only after written approval has been given in advance by the project engineer, the property owner, the local engineering department and the local governing jurisdiction. Additional approval may be required by the FDEP. Off-site disposal of such debris must occur in solid waste disposal facilities approved by the FDEP and the local governing jurisdiction.

Prior to the removal of any buildings, pavement or other features, refer to the Phase 1 environmental report for additional information.

Asbestos removal shall be conducted by a licensed asbestos removal contractor and shall be regulated by the local Health Department.

Curve Table

CURVE #	RADIUS	DELTA	LENGTH	CHORD LENGTH	CHORD BEARING
C1	477.15'	12°31'09" 12°27'37" (L)	104.26'	104.05'	N19°50'58"E
C2	475.51'	4°54'53"	40.79'	40.78'	N11°20'30"E

SYMBOL LEGEND

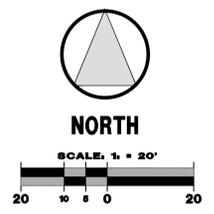
- DENOTES ELECTRIC EQUIPMENT
- ELECTRIC TRANSFORMER
- GUY ANCHOR
- GRATE INLET
- GAS PAINT MARK
- GAS WARNING MARKER (UNDERGROUND)
- LIGHT POLE (CONCRETE)
- FIBER OPTIC WARNING MARKER (UNDERGROUND)
- POST
- TELEPHONE EQUIPMENT
- TELEPHONE WARNING MARKER (UNDERGROUND)
- TRAFFIC SIGNAL EQUIPMENT
- TRAFFIC SIGNAL POLE
- UTILITY POLE (WOOD)
- WATER VALVE
- OAK TREE
- PALM TREE
- UNKNOWN TREE

AS BUILT INFORMATION PER MERES CROSSING PHASE III BY SYCAMORE ENGINEERING, INC. S.W.F.W.M.D. #44031945.005 DATED MARCH 3, 2010

TREE REMOVAL TABLE

TREE TYPE	INCHES REMOVED	INCHES REPLACED
HARDWOODS		
4" TO 8"	10	10
8" TO 15"	0	
15" TO 25"	16	16
OVER 25"	0	
TOTAL	26	26
PALMS		
4" TO 8"	7	7
8" TO 15"	126	126
15" TO 25"	0	
OVER 25"	0	
TOTAL	133	

NOTE: PLANTING 30- 2 INCH CALIPER TREES = 60 INCHES



NOTE: REFER TO OTHER PLANS FOR ADDITIONAL DEMOLITION TREATMENT INFORMATION SUCH AS EROSION CONTROL AND EXISTING TREES, IF ANY.

SITE DEMOLITION PLAN

REVISIONS

NO.	DATE	DESCRIPTION
6.10.21		REVISED PER CITY OF TARPON SPRINGS

I HEREBY CERTIFY THAT THIS PLAN AND SPECIFICATION WAS PREPARED BY ME OR PREPARED UNDER MY SUPERVISION AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE STATE OF FLORIDA AS SIGNED BY MY HAND AND SEAL.

Gary A. Boucher, P.E. #22885

FOR: **FLAGSHIP BANK**

Ozma Engineering, Inc.
 P.O. Box 432
 Ocala, Florida 34660-432
 Phone: (352) 785-3859 Fax: (352) 785-3434
 www.ozmaeng.com

PROJECT: **FLAGSHIP BANK**
 ALT. U.S. 19 & MERES BLVD.
 TARPON SPRINGS, FLORIDA

PROJECT #: --
 ORIG. DATE: --
 DRAWN BY: BH
 SCALE: AS SHOWN

SHEET #: **C2.1**

I. GENERAL INFORMATION

A. SITE DESCRIPTION:

PROJECT NAME: FLAGSHIP BANK
SECTION/TOWNSHIP/RANGE: 13-27-15
LOCATION: ALT U.S. 19 & MEARS BLVD.
OWNER'S NAME: FLAGSHIP BANK
OWNER'S ADDRESS: 29750 U.S. HWY. 19 CLEARWATER, FL 33761

B. PURPOSE AND WORK DESCRIPTION:

CONSTRUCT 3,327 S.F. BANK ON 1.07 AC. VACANT PARCEL
ALONG WITH ASSOCIATED PARKING, LANDSCAPING,
WATER MANAGEMENT SYSTEM AND WATER/SEWER UTILITIES

C. SEQUENCE OF MAJOR EVENTS:

1. INSTALL STAKED SILT FENCE AS INDICATED ON THE CONSTRUCTION PLANS
2. CLEAR AND GRUB FOR PONDS TO BE USED AS SEDIMENTATION BASINS.
3. EXCAVATE POND FOR SEDIMENTATION TRAPS FOR SITE RUNOFFS.
4. BEGIN BUILDING CONSTRUCTION.
5. CONSTRUCT DIVERSION SWALES AROUND PERIMETER OF SITE TO PONDS, AS NECESSARY.
6. INSTALL STORM SEWER SYSTEM AND ITS SILTATION PROTECTION, UTILITIES AND OUTFALL STRUCTURES.
7. EXCAVATE THE REMAINDER OF THE PONDS INCLUDING REMOVAL OF SILT DEPOSITS.
8. STABILIZE STREETS AND PARKING AREAS.
9. CONSTRUCT CURB, BASE AND ASPHALT
10. COMPLETE FINAL SITE GRADING.
11. INSTALL PERMANENT LANDSCAPING ON SITE. REPAIR ANY WASHED OUT AREAS.
12. WHEN CONSTRUCTION ACTIVITY IS COMPLETE AND THE SITE IS STABILIZED, REMOVE PROTECTION DEVICES AND PLACE SOD AS NECESSARY.

D. TIMING OF CONTROL MEASURES:

AS INDICATED IN THE SEQUENCE OF MAJOR ACTIVITIES, STAKED SILT FENCING, STABILIZED CONSTRUCTION ENTRANCES AND SEDIMENT BASINS SHALL BE CONSTRUCTED PRIOR TO CLEARING OR GRADING OF ANY OTHER PORTIONS OF THE SITE. AREAS WHERE CONSTRUCTION ACTIVITY TEMPORARILY CEASES FOR MORE THAN 21 DAYS SHALL BE STABILIZED WITH TEMPORARY GRASS AND MULCH WITHIN 14 DAYS OF THE LAST DISTURBANCE. ONCE CONSTRUCTION ACTIVITY CEASES PERMANENTLY, THAT AREA SHALL BE STABILIZED WITH PERMANENT SOD. AFTER THE ENTIRE SITE STABILIZED, THE ACCUMULATED SEDIMENT SHALL BE REMOVED FROM THE TRAPS AND THE STAKED SILT FENCES SHALL BE REMOVED.

II. POLLUTION PREVENTION CONTROLS

A. EROSION AND SEDIMENT CONTROLS

1. STABILIZATION PRACTICES:

WIND EROSION STABILIZATION

THE CONTRACTOR SHALL DENUDE ONLY AREAS WHERE IT IS EXPECTED TO BE GRADED OR ALTERED WITH A TWO (2) WEEK TIME FRAME. ALL PVIOUS AREAS OF THE SITE INCLUDED IN GRADING THAT ARE DISTURBED DURING CONSTRUCTION SHALL BE GRADED AND PREPARED WITH A COMBINATION OF SOD AND/OR SEEDING AND MULCHING. PAD AREAS CONSTRUCTED IN FUTURE WORK AREAS, WHERE GRADING IS COMPLETE, SHALL BE COMPLETELY SEEDED AND MULCHED. AREAS WHERE CONSTRUCTION OPERATIONS WILL BE CONTINUOUS, FUGITIVE DUST SHALL BE MANAGED BY APPLYING A WATER SPRAY TO SATURATE THE SOIL ON A DAILY BASIS (OR MORE OFTEN IF NEEDED) TO MAINTAIN MINIMAL DUST TRANSPORT. FUGITIVE DUST SHALL BE MONITORED CONTINUOUSLY AND ADDITIONAL MEASURES MAY NEED TO BE TAKEN TO CONTROL OFF SITE TRANSPORT OF UNACCEPTABLE LEVELS OF DUST.

TEMPORARY STABILIZATION

THE TOPS OF SOILS STOCK PILES AND DISTURBED PORTIONS OF THE SITE, WHERE CONSTRUCTION ACTIVITY WILL CEASE FOR 21 DAYS SHALL BE STABILIZED WITH TEMPORARY GRASS AND MULCH NO LATER THAN 14 DAYS FROM THE LAST CONSTRUCTION ACTIVITY. GRASS SEED SHALL BE AS MIXTURE OF 20 PARTS OF BERMUDA AND 80 PARTS OF PENSACOLA BAHIA. THE SEPARATE TYPES OF SEED USED SHALL BE THOROUGHLY DRY MIXED IMMEDIATELY BEFORE SOWING. SEED WHICH HAS BECOME WET SHALL NOT BE USED. THE MULCH MATERIAL USED SHALL NORMALLY BE DRY MULCH. DRY MULCH SHALL BE STRAW OR HAY CONSISTING OR OAT, RYE OR WHEAT STRAW, OR OF PANGOLA, PEANUT, COASTAL BERMUDA OR BAHIA GRASS HAY. ONLY UNDETERIORATED MULCH WHICH CAN BE READILY CUT INTO THE SOIL, SHALL BE USED. AREAS OF THE SITE WHICH ARE TO BE PAVED WILL BE TEMPORARILY STABILIZED BY APPLYING STABILIZATION AND BASE.

PAVEMENT STABILIZATION

DISTURBED PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITY PERMANENTLY CEASES SHALL BE STABILIZED WITH SOD NO LATER THAN 14 DAY AFTER LAST CONSTRUCTION ACTIVITY.

2. STRUCTURAL PRACTICES:

EROSION PROTECTION

DURING THE CONSTRUCTION PHASES, APPROPRIATE PRACTICES INCLUDING BUT NOT LIMITED TO SILT FENCE BARRIERS, HAY BALES AND WATERING OR OTHER METHODS NECESSARY WILL BE IMPLEMENTED TO CONTROL FUGITIVE DUST.

SEDIMENT BASINS

THE STORM WATER MANAGEMENT AREAS (RETENTION AREAS) WILL SERVE AS SEDIMENT BASINS DURING THE CONSTRUCTION PERIOD. AT THE CONTRACTOR'S DISCRETION, THE SEDIMENT BASINS WILL BE CONSTRUCTED TO THE DESIGN CROSS-SECTION OR A MINIMUM OF 2- FEET BELOW EXISTING GROUND TO ALLOW THE SILT TO BE COLLECTED AND REMOVED PRIOR TO COMPLETION OF THE GRADING.

3. STORM WATER MANAGEMENT:

STORM WATER DRAINAGE WILL BE PROVIDED BY A CURB, STORM WATER AND CATCH BASINS SYSTEM FOR THE DEVELOPED AREAS. THE AREAS NOT DEVELOPED SHALL BE GRADED TO LESS THAN 2% SLOPES AND HAVE PERMANENT SEEDING OR PLANTINGS. WHEN CONSTRUCTION IS COMPLETE THE SITE WILL DRAIN TO STORM WATER PONDS THAT WERE UTILIZED AS THE TEMPORARY SEDIMENT BASINS DURING THE CONSTRUCTION PROCESS. ANY ACCUMULATED SEDIMENT SHALL BE REMOVED FORM THE SEDIMENT BASINS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONSTRUCT AL RETENTION/DETENTION AREAS IN ACCORDANCE WITH THE APPROVED CONSTRUCTION PLANS.

B. SPECIFIED OTHER CONTROLS

1. WASTE DISPOSAL:

WASTE MATERIALS

ALL WASTE MATERIAL SHALL BE COLLECTED AND CONTAINED IN A CONTROLLED AREAS PURSUANT TO STATE AND LOCAL SOLID WASTE REGULATIONS. ALL TRASH AND CONSTRUCTION DEBRIS GENERATED FROM CONSTRUCTION IS TO BE REMOVED FORM THE SITE AND DISPOSED OF APPROPRIATELY. NO CONSTRUCTION MATERIAL SHALL BE BURIED ON SITE. ALL PERSONNEL SHALL BE INSTRUCTED REGARDING THE CORRECT PROCEDURE FOR WASTE DISPOSAL. NOTICES STATING THESE PRACTICES SHALL BE POSTED IN THE ON-SITE OFFICE TRAILER. THE CONSTRUCTION MANAGER RESPONSIBLE FOR THE DAILY SITE OPERATIONS SHALL BE RESPONSIBLE FOR SEEING THAT THESE PROCEDURES ARE FOLLOWED.

HAZARDOUS WASTE

IF ENCOUNTERED, ALL WASTE MATERIAL SHALL BE DISPOSED OF IN THE MANNER SPECIFIED BY STATE AND LOCAL REGULATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SEEING THAT THESE PRACTICES ARE FOLLOWED.

SANITARY WASTE

ALL SANITARY WASTE SHALL BE COLLECTED FORM PORTABLE UNITS BY A LICENSED SANITARY WASTE MANAGEMENT CONTRACTOR AS REQUIRED BY STATE AND LOCAL CODES AND REGULATIONS.

2. OFF-SITE VEHICLE TRACKING:

STABILIZED CONSTRUCTION ENTRANCES SHALL BE PROVIDED TO HELP REDUCE OFF-SITE VEHICLE TRACKING OF SEDIMENTS. THE PAVED STREETS SHALL BE CLEANED AS NEEDED TO REMOVE ANY EXCESS MUD, DIRT OR ROCK TRACKED FROM THE SITE. DUMP TRUCKS HAULING MATERIAL SHALL BE COVERED WITH A TARPULIN AT ALL TIMES.

III. MAINTENANCE INSPECTION PROCEDURES

EROSION AND SEDIMENT CONTROL -- INSPECTION AND MAINTENANCE PRACTICES

THE FOLLOWING INSPECTION AND MAINTENANCE PRACTICES SHALL BE USED TO CONTROL EROSION AND SEDIMENT:

1. NO MORE THAN ONE HALF OF THE SITE IS TO BE DENUDED AT ONE TIME.
2. ALL CONTROL MEASURES SHALL BE INSPECTED BY THE CONTRACTOR'S REPRESENTATIVE AT LEAST ONCE EACH WEEK AND FOLLOWING ANY STORM EVENT WITH A RAINFALL AMOUNT OF 1/2-INCH OR GREATER.
3. ALL CONTROL MEASURES SHALL BE MAINTAINED IN GOOD WORKING ORDER AND REPAIRED AS NECESSARY WITHIN 24 HOURS OF REPORT.
4. BUILT UP SEDIMENT SHALL BE REMOVED FROM THE SILT FENCE WHEN IT REACHED ONE-THIRD THE HEIGHT OF THE SILT FENCE.
5. SILT FENCE SHALL BE INSPECTED REGULARLY FOR DEPTH OF SEDIMENT AND TEARS AND TO SEE IF THE FABRIC IS SECURELY ATTACHED TO THE FENCE POSTS AND TO SEE IF THE POST REMAIN FIRMLY IN THE GROUND.
6. THE SEDIMENT BASINS SHALL BE INSPECTED FOR DEPTH OF SEDIMENT. BUILT-UP SEDIMENT SHALL BE REMOVED WHEN THE DEPTH REACHES 10% OF THE DESIGN CAPACITY AND AT THE END OF THE PROJECT.
7. TEMPORARY AND PERMANENT GRASSING, MULCHING AND SODDING SHALL BE INSPECTED FOR BARE SPOTS, WASH-OUTS AND CONDITION.
8. A MAINTENANCE INSPECTION REPORT SHALL BE MADE AFTER EACH INSPECTION BY THE CONTRACTOR AND SHALL BE KEPT IN AN ACTIVE LOG THAT IS READILY AVAILABLE AT THE JOB SITE.
9. EITHER THE SITE SUPERINTENDENT OR HIS DESIGNEES SHALL BE RESPONSIBLE FOR INSPECTIONS, MAINTENANCE, REPAIR ACTIVITIES AND FOR COMPLETION OF THE INSPECTION AND MAINTENANCE REPORTS. PERSONNEL SELECTED FOR INSPECTION AND MAINTENANCE RESPONSIBILITIES SHALL RECEIVE TRAININGS AND INSTRUCTION FROM THE SITE SUPERINTENDENT AND BE TRAINED IN ALL THE INSPECTION AND MAINTENANCE PRACTICES NECESSARY FOR KEEPING THE EROSION CONTROLS USED ON-SITE IN GOOD WORKING ORDER.

IV. SPILL PREVENTION

A. MATERIAL MANAGEMENT PRACTICES

THE FOLLOWING ARE MATERIAL MANAGEMENT PRACTICES THAT SHALL BE USED TO REDUCE THE RISK OF SPILLS OR OTHER ACCIDENTAL EXPOSURE OF MATERIALS AND SUBSTANCES TO STORMWATER RUNOFF.

GENERAL MANAGEMENT:

THE FOLLOWING PRACTICES SHALL BE FOLLOWED DURING THE CONSTRUCTION PROJECT TO MAINTAIN ORDER:

EFFORTS SHALL BE MADE TO STORE ONLY ENOUGH PRODUCT TO COMPLETE THE PROJECT. ALL MATERIALS STORED ON SITE SHALL KEPT IN A NEAT ORDERLY MANNER IN APPROPRIATE CONTAINERS AND, IF POSSIBLE AND APPROPRIATE, UNDER A ROOF, OR IN A CONTAINER OR ENCLOSURE.

PRODUCTS SHALL BE KEPT IN THE ORIGINAL MANUFACTURER'S LABELED CONTAINER. SUBSTANCES SHALL NOT BE MIXED WITH ONE ANOTHER UNLESS IT IS RECOMMENDED TO DO SO BY THE MANUFACTURER.

WHENEVER POSSIBLE , ALL OF THE PRODUCT SHALL BE USED BEFORE DISPOSING OF THE CONTAINER. EMPTY CONTAINERS SHALL BE DISPOSED PROPERLY ON A REGULAR BASIS. MANUFACTURER'S RECOMMENDATIONS FOR PROPER USE AND DISPOSAL SHALL BE FOLLOWED. THE SITE SUPERINTENDENT SHALL INSPECT THE SITE DAILY FOR PROPER USE AND DISPOSAL OF CONSTRUCTION MATERIAL.

HAZARDOUS PRODUCTS:

THE FOLLOWING PRACTICES ARE TO BE USED TO REDUCE THE RISKS ASSOCIATED WITH HAZARDOUS MATERIALS.

PRODUCTS SHALL BE KEPT IN THEIR ORIGINAL CONTAINERS UNLESS THEY ARE NOT RE-SEALABLE. ORIGINAL LABELS AND MATERIAL SAFETY INFORMATION SHALL BE RETAINED, AS THEY CONTAIN IMPORTANT PRODUCT INFORMATION. IF SURPLUS PRODUCT MUST BE DISPOSED OF, MANUFACTURER'S AS WELL AS LOCAL AND STATE RECOMMENDED DISPOSAL METHODS SHALL BE FOLLOWED.

PETROLEUM PRODUCTS:

ALL ON-SITE VEHICLES SHALL BE MONITORED FOR LEAKS AND RECEIVE REGULAR PREVENTATIVE MAINTENANCE TO REDUCE THE POSSIBILITY OF LEAKAGE. PETROLEUM PRODUCTS SHALL BE STORED IN TIGHTLY SEALED CONTAINERS WHICH ARE CLEARLY LABELED. ANY ASPHALT SUBSTANCES USED ON THE SITE SHALL BE APPLIED ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS.

FERTILIZERS:

FERTILIZERS USED ON-SITE SHALL BE APPLIED ONLY IN THE MINIMUM AMOUNT RECOMMENDED BY THE MANUFACTURER. ONCE APPLIED, THE FERTILIZER SHALL BE WORKED INTO THE SOIL TO LIMIT EXPOSURE TO STORM WATER. STORAGE SHALL BE IN A COVERED SHED. THE CONTENTS ON ANY PARTIALLY USED BAGS OF FERTILIZER SHALL BE TRANSFERRED TO A SEALABLE PLASTIC BIN TO AVOID SPILLS.

PAINTS:

ALL PAINT CONTAINERS SHALL BE TIGHTLY SEALED AND STORED WHEN NOT BEING USED. EXCESS PAINT SHALL NOT BE DISCHARGED TO THE STORM WATER SYSTEM OR TO THE GROUND, BUT MUST BE PROPERLY DISPOSED OF ACCORDING TO MANUFACTURER'S INSTRUCTIONS AND IN ACCORDANCE WITH STATE AND LOCAL REGULATIONS.

CONCRETE TRUCKS:

THE CONTRACTOR SHALL DESIGNATE AN AREA FOR THE DISCHARGE OF SURPLUS CONCRETE OR DRUM WASH WATER AND SHALL INSTALL A CONTAINMENT BERM AROUND THE AREA TO PREVENT RUNOFF TO THE SITE. HARDENED CONCRETE WASTE SHALL BE DISPOSED OF BY CONTRACTOR UPON COMPLETION OF THE PROJECT.

B. SPILL CONTROL PRACTICES

IN ADDITION TO THE GENERAL SITE AND MATERIAL MANAGEMENT PRACTICES PRESENTED IN PREVIOUS SECTIONS OF THIS PLAN, THE FOLLOWING PRACTICES SHALL BE FOLLOWED FOR SPILL PREVENTION AND CLEANUP.

MANUFACTURERS' RECOMMENDED METHODS FOR SPILL CLEAN UP SHALL BE CLEARLY POSTED AND SITE PERSONNEL SHALL BE MADE AWARE OF THE PROCEDURES AND THE LOCATION OF THE INFORMATION AND THE CLEANUP SUPPLIES.

MATERIALS AND EQUIPMENT NECESSARY FOR SPILL CLEAN UP SHALL BE KEPT IN THE MATERIAL STORAGE AREA ON THE SITE. EQUIPMENT AND MATERIAL SHALL INCLUDE, BUT NOT BE LIMITED TO, BROOMS, DUST PANS, MOPS, GLOVES, GOGGLES, RAGS , SHOVELS, SAND, SAWDUST AND PLASTIC AND METAL TRASH CONTAINERS.

ALL SPILLS SHALL BE CLEANED UP IMMEDIATELY AFTER THEY ARE DISCOVERED.

SPILLS SHALL BE KEPT WELL-VENTILATED AND PERSONNEL SHALL WEAR APPROPRIATE PROTECTIVE CLOTHING TO PREVENT INJURY FORM CONTACT WITH HAZARDOUS SUBSTANCES.

SPILLS OF TOXIC OR HAZARDOUS MATERIAL SHALL BE REPORTED TO THE APPROPRIATE STATE OF LOCAL GOVERNMENT AGENCY, REGARDLESS OF THE SIZE.

THE SPILL PREVENTION PLAN SHALL BE ADJUSTED TO INCLUDE MEASURES TO PREVENT SPILLS FROM REOCCURRING AND THE PROPER CLEANUP PROCEDURES FOR FUTURE USE. A DESCRIPTION OF THE SPILL, ITS CAUSE AND THE CLEANUP MEASURES USED SHALL ALSO BE INCLUDED.

THE SITE SUPERINTENDENT RESPONSIBLE FOR THE DAILY SITE OPERATION SHALL BE THE SPILL PREVENTION AND CLEAN UP COORDINATOR. HE OF SHE SHALL DESIGNATE OTHER SITE PERSONNEL WHO WILL RECEIVE SPILL PREVENTION AND CLEAN UP TRAINING. THESE INDIVIDUALS SHALL EACH BECOME RESPONSIBLE FOR T A PARTICULAR PHASE(S) OF PREVENTION AND CLEAN UP. THE NAMES OF THE RESPONSIBLE SPILL PERSONNEL SHALL BE POSTED IN THE MATERIAL STORAGE AREA OR IN THE OFFICE TRAILER.

V. NON-STORMWATER DISCHARGE

IT IS EXPECTED THAT THE FOLLOWING NON-STORM WATER DISCHARGES WILL OCCUR FORM THE SITE DURING THE CONSTRUCTION PERIOD:

1. WATER FROM WATER MAIN FLUSHING.
2. PAVEMENT WASH WATERS (WHERE NO SPILLS OR LEAKS OF TOXIC OR HAZARDOUS MATERIALS HAVE OCCURRED).
3. UNCONTAMINATED GROUNDWATER (FROM EXCAVATION DEWATERING).

CLEAN DISCHARGES FROM WELLPOINTING MAY BE DISCHARGED DIRECTLY TO COMPLETED/CONNECTED STORM SEWER AND/OR COMPLETED AND STABILIZED STORMWATER OUTFALLS. ALL OTHER DISCHARGES SHALL BE DIRECTED TO SEDIMENT BASINS PRIOR TO DISCHARGE.

IT IS EXPECTED THAT THE FOLLOWING NON-STORM WATER DISCHARGES SHALL NOT OCCUR FROM THE SITE DURING THE CONSTRUCTION PERIOD:

FERTILIZERS	DETERGENTS	CLEANING SOLVENTS
TAR	SAND	MASONRY BLOCKS
STONE	WOOD	ROOFING SHINGLES
GLASS	METAL STUDS	PETROLEUM PRODUCTS
PAINT	CONCRETE	

VI. COMPLIANCE AND CERTIFICATIONS

NOTICE OF TERMINATION:

A NOTICE OF TERMINATION SHALL BE SUBMITTED TO THE EPA, OR ITS DESIGNEE, AFTER THE CONSTRUCTION HAS BEEN COMPLETED AND THE SITE HAS UNDERGONE FINAL STABILIZATION.

REGULATORY COMPLIANCE:

CERTIFICATION OF COMPLIANCE WITH FEDERAL, STATE AND LOCAL REGULATIONS:

THE STORM WATER POLLUTION PREVENTION PLAN REFLECTS THE LOCAL GOVERNING JURISDICTION AND THE SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT (SWFWM) REQUIREMENTS FOR STORM WATER MANAGEMENT AND EROSION AND SEDIMENT CONTROL AS ESTABLISHED BY THE LOCAL JURISDICTION'S LAND DEVELOPMENT CODE AND THE FLORIDA ADMINISTRATIVE CODE, CHAPTER 40D-4 AND 40D-40. TO ENSURE COMPLIANCE, THIS PLAN WAS PREPARED IN ACCORDANCE WITH SWFWM WITH SWFWM'S "BASIS OF REVIEW FOR SURFACE WATER MANAGEMENT PERMIT APPLICATIONS WITHIN THE SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT".

PREPARER'S CERTIFICATION:

POLLUTION PREVENTION PLAN CERTIFICATION:

TO THE BEST OF MY KNOWLEDGE, I CERTIFY UNDER PENALTY OF LAW THAT THIS DOCUMENT AND ALL ATTACHMENTS WERE PREPARED UNDER MY DIRECTION OR SUPERVISION IN ACCORDANCE WITH A SYSTEM DESIGNED TO ASSURE THAT QUALIFIED PERSONNEL PROPERLY GATHER AND EVALUATE THE INFORMATION SUBMITTED. BASED ON MY INQUIRY OF THE PERSON OR PERSON DESIGNATED TO MANAGE THE SYSTEM, OR THOSE PERSON DIRECTLY RESPONSIBLE FOR GATHERING THE INFORMATION SUBMITTED IS, TO THE BEST OF MY KNOWLEDGE AND BELIEF, TRUE, ACCURATE AND COMPLETE. I AM AWARE THAT THERE ARE SIGNIFICANT PENALTIES FOR SUBMITTING FALSE INFORMATION, INCLUDING THE POSSIBILITY OF FINES AND IMPRISONMENT FOR KNOWING VIOLATIONS.

OWNER: _____

NAME: _____ TITLE _____

SIGNATURE: _____ DATE: _____

CONTRACTOR'S CERTIFICATION

I CERTIFY UNDER PENALTY OF LAW...

SIGNATURE	COMPANY NAME & ADDRESS	RESPONSIBLE FOR:
SIGNATURE: _____ NAME: _____ DATE: _____	COMPANY: _____ ADDRESS: _____ PHONE: () - _____	GENERAL CONTRACTOR
SIGNATURE: _____ NAME: _____ DATE: _____	COMPANY: _____ ADDRESS: _____ PHONE: () - _____	TEMPORARY AND PERMANENT STABILIZATION
SIGNATURE: _____ NAME: _____ DATE: _____	COMPANY: _____ ADDRESS: _____ PHONE: () - _____	STABILIZED CONSTRUCTION ENTRANCE, EARTH BERMS AND SEDIMENT BASIN(S)

SIGNATURE: _____
OWNER

REVISIONS

I HEREBY CERTIFY THAT THIS PLAN AND SPECIFICATION WAS PREPARED BY ME OR SUPERVISION AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE PROFESSIONAL SEAL OF FLORIDA AS SIGNED BY MY HAND AND SEAL.

STATE CERT. OF AUTH. #000942

Ozona Engineering, Inc.
P.O. Box 432
Ozona, Florida 34660-432
Phone: (727) 785-3859 Fax: (727) 785-3454
www.ozonae.com

FOR:

FLAGSHIP BANK

PROJECT #:

FLAGSHIP BANK
ALT. U.S. 19 & MERES BLVD.
TARPOON SPRINGS, FLORIDA

PROJECT #: --
ORIG. DATE: --
DRAWN BY: AVF
SCALE: AS SHOWN

SHEET #:

B1.1

CONSTRUCTION SURFACE
WATER MANAGEMENT

SCALE: NONE

BEST MANAGEMENT LEGEND

SILT FENCE - ALSO REFER TO DEMOLITION PLAN AND GRADING PLAN

OTHER SILT BARRIER TREATMENT IF REQUIRED

CONTROL DESCRIPTION TAG - REFER TO CORRESPONDING DETAIL SHEET

CONSTRUCTION NOTES

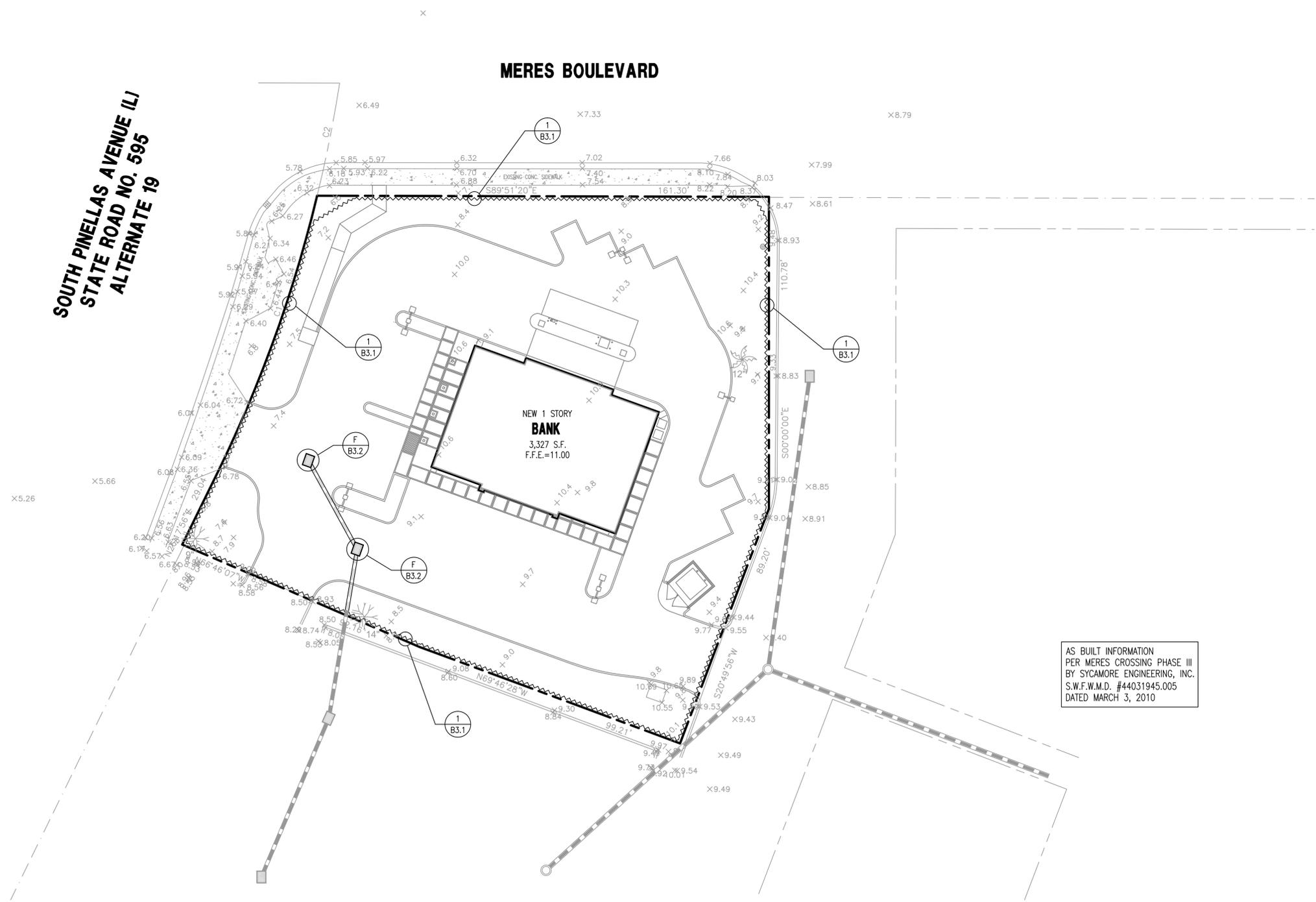
1. ALL PONDS SHALL BE SODDED FROM THE NORMAL WATER LEVEL TO 2' BEYOND THE TOP OF BANK.
2. SOD A 2' WIDE STRIP BEHIND ALL CURBING AND EDGES OF PAVEMENT WHERE CURB IS NOT PRESENT. (MINIMUM REQUIREMENT - REFER TO ADDITIONAL PLANS FOR EXTENTS OF SURFACE TREATMENT)
3. SOD AROUND ALL INLETS, JUNCTION BOXES, ETC. AT NON-PAVED AREAS AND GRASS ALL SWALES.
4. PROVIDE EROSION CONTROL AROUND OR ON NEW INLETS AT PAVED AREAS UNTIL ALL SURROUNDING AREAS ARE STABILIZED.

BEST MANAGEMENT PRACTICES (BMP) GUIDELINES

TYPICAL BEST MANAGEMENT PRACTICES DEVICE LOCATION.
SEE BMP DETAIL DRAWINGS FOR BMP PLACEMENT AND DETAILS.

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL NECESSARY BMP DEVICES THROUGHOUT THE DURATION OF ALL CONSTRUCTION ACTIVITY OR AS INSTRUCTED BY THE ENGINEER OF RECORD.
2. PRIOR TO ANY EARTHMOVING OPERATIONS, THE CONTRACTOR SHALL INSTALL BMP DEVICES A, B AND C IN THE LOCATIONS SHOWN ON THE PLAN.
3. ALL GRASSING BY EITHER SEED OR SOD SHALL BE INSTALLED AS SOON AS PRACTICALLY POSSIBLE UPON THE COMPLETION OF FINAL GRADING ACTIVITIES. THE CONTRACTOR SHALL BE RESPONSIBLE TO MAINTAIN ALL GRASSING IN A HEALTHY GROWING ENVIRONMENT UNTIL ACCEPTANCE BY THE ENGINEER OF RECORD.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONTROL OF WIND AND DUST DURING ALL PHASES OF CONSTRUCTION ACTIVITY BY USING WATER TRUCKS, WIND FENCING OR OTHER DEVICES AS APPROVED BY THE ENGINEER OF RECORD.
5. THE CONTRACTOR SHALL BE RESPONSIBLE TO SAFELY STORE EQUIPMENT, FUEL, OIL AND OTHER HAZARDOUS MATERIALS AND DEVICES IN A MANNER TO PREVENT GREASE, OILS, FUEL AND OTHER HAZARDOUS SUBSTANCES FROM CONTAMINATING THE STORMWATER MANAGEMENT AND COLLECTION SYSTEMS AND PRESERVATION AREAS.

**SOUTH PINELLAS AVENUE (L)
STATE ROAD NO. 595
ALTERNATE 19**



REVISIONS

NO.	DATE	DESCRIPTION
1	6.10.21	REVISED PER CITY OF TARPON SPRINGS

I HEREBY CERTIFY THAT THIS PLAN AND SPECIFICATION WAS PREPARED BY ME OR SUPERVISED BY ME. I AM A DULY LICENSED CIVIL ENGINEER UNDER THE BOARD OF REGISTRATION OF PROFESSIONAL ENGINEERS OF THE STATE OF FLORIDA AS SIGNED BY MY HAND AND SEAL.

Gary A. Boucher, P.E. #22885

STATE CERT. OF AUTH. #00009422

Ozma Engineering, Inc.
P.O. Box 432
Ozma, Florida 34660-432
Phone: (727) 785-3859 Fax: (727) 785-3434
www.ozmaengineering.com

FOR:

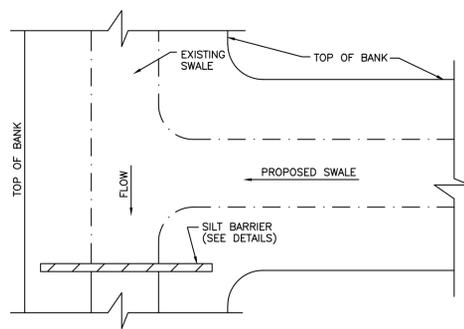
FLAGSHIP BANK

PROJECT #:-
ORIG. DATE:-
DRAWN BY: BH
SCALE: AS SHOWN

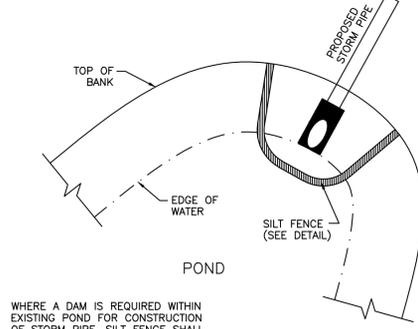
SHEET #:

B2.1

BEST MANAGEMENT PRACTICES FOR EROSION CONTROL

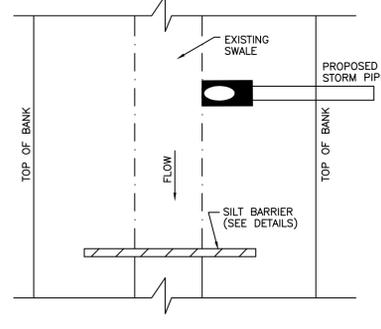


A SILT BARRIER APPLICATION AT SWALE INTERSECTION
NTS

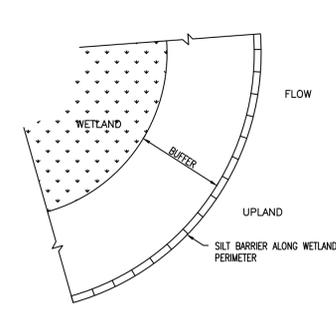


WHERE A DAM IS REQUIRED WITHIN EXISTING POND FOR CONSTRUCTION OF STORM PIPE, SILT FENCE SHALL BE PLACED BEYOND THE DAM.

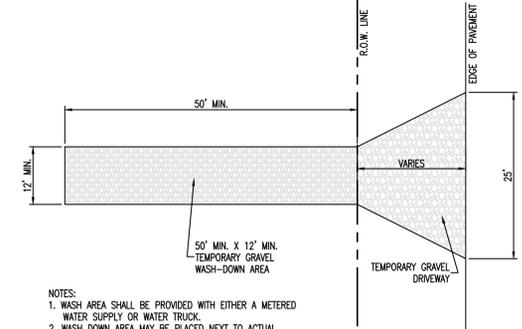
B SILT BARRIER APPLICATION AT POND STORM PIPE
NTS



C SILT BARRIER APPLICATION AT SWALE STORM PIPE
NTS

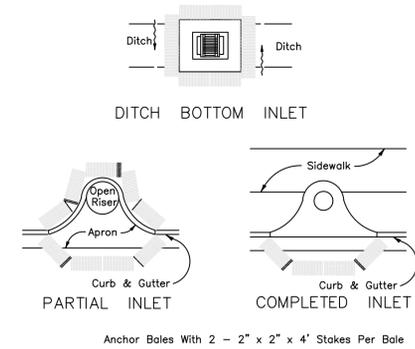


D WETLAND SILT BARRIER
NTS

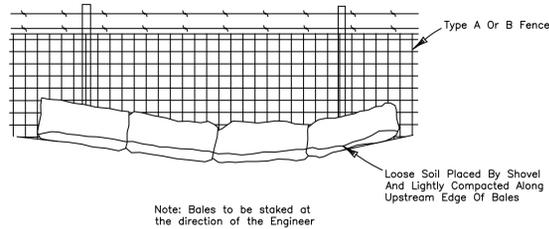


NOTES:
1. WASH AREA SHALL BE PROVIDED WITH EITHER A METERED WATER SUPPLY OR WATER TRUCK.
2. WASH DOWN AREA MAY BE PLACED NEXT TO ACTUAL DRIVEWAY IF ONE EXISTS. DRIVEWAY SHALL BE MAINTAINED CLEAR OF DEBRIS, SEDIMENTS, ETC.

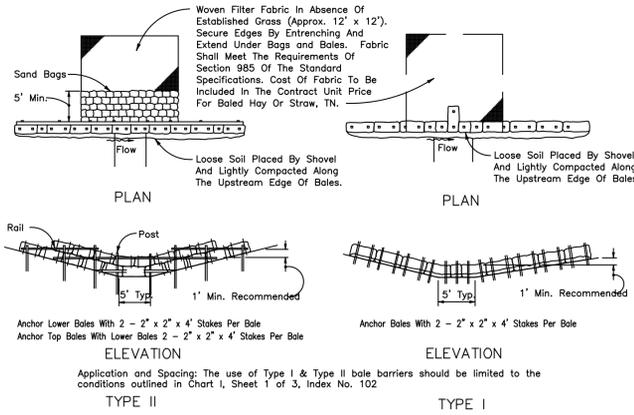
E WASH-DOWN AREA
NTS



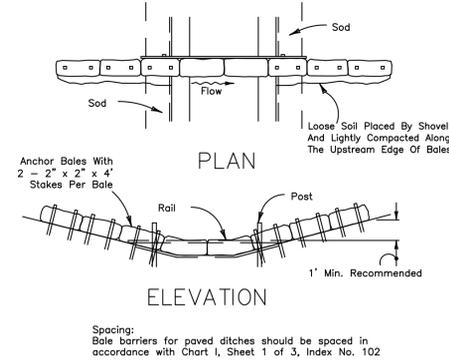
F PROTECTION AROUND INLETS OR SIMILAR STRUCTURES
NTS



G BALES BACKED BY FENCE
NTS



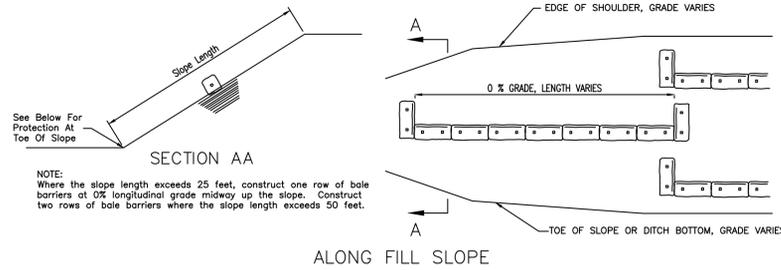
H BARRIER FOR UNPAVED DITCHES
NTS



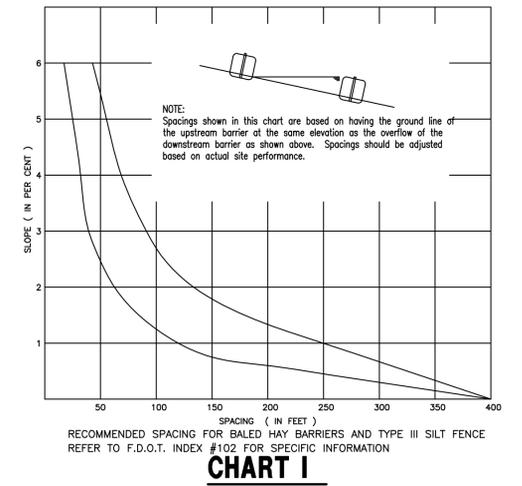
J BARRIER FOR PAVED DITCH
NTS

NOTES FOR BALED HAY OR STRAW BARRIERS

- Type I and II Barriers should be spaced in accordance with Chart I.
- Hay bales shall be trenched 3" to 4" and anchored with two (2) 1" x 2" (or 1" dia.) x 4' wood stakes. Stakes of other material or space providing equivalent strength may be used if approved by the Engineer. Stakes other than wood shall be removed upon completion of the project.
- Rails and posts shall be 2" x 4" wood. Other materials providing equivalent strength may be used if approved by the Engineer.
- Adjacent bales shall be butted firmly together. Unavoidable gaps shall be plugged with hay or straw to prevent silt from passing.
- Bales to be paid for under the contract unit price for Baled Hay or Straw, EA. The unit price shall include the cost of filter fabric for Type I and II Barriers. Sand bags shall be paid for under the unit price for Sandbagging, CY. Rock bags to be paid for under the contract unit price for Rock Bags, EA.



K BARRIERS FOR FILL SLOPES
NTS



RECOMMENDED SPACING FOR BALED HAY BARRIERS AND TYPE III SILT FENCE REFER TO F.D.O.T. INDEX #102 FOR SPECIFIC INFORMATION
CHART I

REVISIONS	

I HEREBY CERTIFY THAT THIS PLAN AND SPECIFICATION WAS PREPARED BY ME OR SUPERVISED AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE BOARD OF ENGINEERS OF FLORIDA AS SIGNED BY MY HAND AND SEAL.

STATE CERT. OF AUTH. #0000422
Ozona Engineering, Inc.
P.O. Box 432
Ozona, Florida 34660-432
Phone: (727) 785-3859 Fax: (727) 785-3434
www.ozonaeng.com

FOR:
FLAGSHIP BANK

PROJECT:
FLAGSHIP BANK
ALT. U.S. 19 & MERES BLVD.
TARPOON SPRINGS, FLORIDA

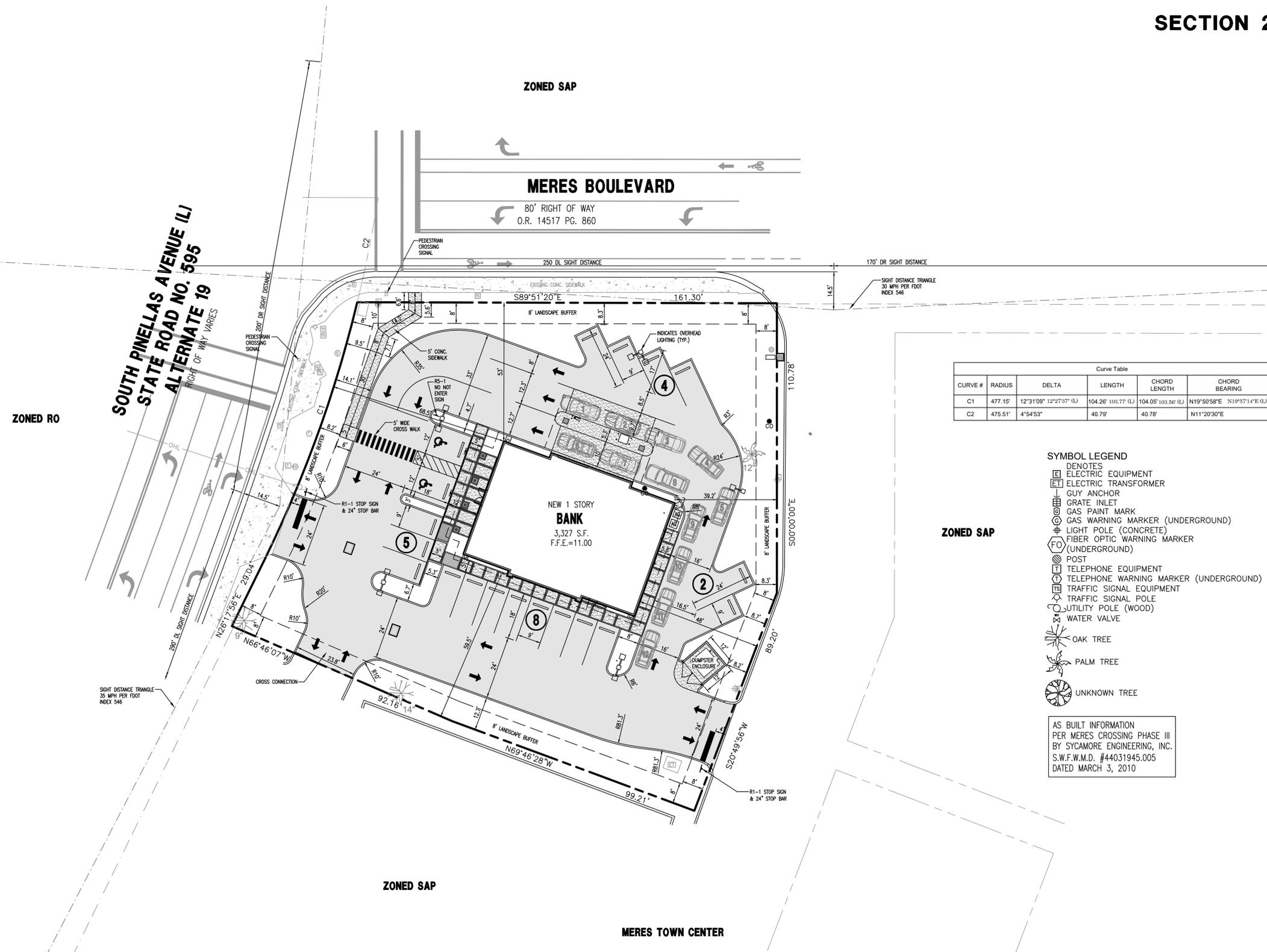
PROJECT #: --
ORIG. DATE: --
DRAWN BY: AVF
SCALE: AS SHOWN

SHEET #:
B3.2

SD = SHOP DRAWING REQUIRED REFER TO STANDARD NOTES FOR CONDITIONS

BEST MANAGEMENT DETAILS
SCALE: NONE

SECTION 23, TOWNSHIP 27 S., RANGE 15 E
PINELLAS COUNTY, FLORIDA



Curve Table					
CURVE #	RADIUS	DELTA	LENGTH	CHORD LENGTH	CHORD BEARING
C1	477.15'	12°31'09" 12°27'37" (L)	104.26' 103.77' (L)	104.05' 103.56' (L)	N19°50'58"E N19°57'14"E (L)
C2	475.51'	4°54'53"	40.79'	40.78'	N11°20'30"E

- SYMBOL LEGEND**
- DENOTES
 - ⊞ ELECTRIC EQUIPMENT
 - ⊞ ELECTRIC TRANSFORMER
 - ⊞ GUY ANCHOR
 - ⊞ GRATE INLET
 - ⊞ GAS PAINT MARK
 - ⊞ GAS WARNING MARKER (UNDERGROUND)
 - ⊞ LIGHT POLE (CONCRETE)
 - ⊞ FIBER OPTIC WARNING MARKER (UNDERGROUND)
 - ⊞ POST
 - ⊞ TELEPHONE EQUIPMENT
 - ⊞ TELEPHONE WARNING MARKER (UNDERGROUND)
 - ⊞ TRAFFIC SIGNAL EQUIPMENT
 - ⊞ TRAFFIC SIGNAL POLE
 - ⊞ UTILITY POLE (WOOD)
 - ⊞ WATER VALVE
 - ⊞ OAK TREE
 - ⊞ PALM TREE
 - ⊞ UNKNOWN TREE

AS BUILT INFORMATION
PER MERES CROSSING PHASE III
BY SYCAMORE ENGINEERING, INC.
S.W.F.W.M.D. #44031945.005
DATED MARCH 3, 2010

PAVEMENT LEGEND

- ▒ STANDARD ON-SITE ASPHALT PAVEMENT
- ▒ HEAVY DUTY ON-SITE ASPHALT PAVEMENT
- ▒ RIGHT-OF-WAY ASPHALT PAVEMENT
- ▒ PAVEMENT PATCH, REPAIR OR OVERLAY
- ▒ TURF-BLOCK PAVEMENT
- ▒ GRAVEL SURFACE
- ▒ CONCRETE SURFACE OR WALK

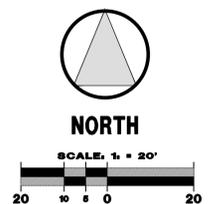
CURB LEGEND

- ▒ CURB AND GUTTER
- ▒ VERTICAL CURB OR EXTRUDED CURB (CALLED OUT ON THE PLAN)
- ▒ CURB WALL OR GRAVITY WALL

SURFACE UTILITY LEGEND

- ⊞ FIRE HYDRANT - REFER TO UTILITY PLAN
- ⊞ FIRE DEPT. CONNECTION - REFER TO UTILITY PLAN
- ⊞ WATER METER - REFER TO UTILITY PLAN
- ⊞ SITE LIGHTS - REFER TO UTILITY PLANS AND ARCHITECTURAL PLANS
- ⊞ CATCH BASIN - REFER TO GRADING PLAN
- ⊞ CURB INLETS - REFER TO GRADING PLAN
- ⊞ MITERED OR FLARED END SECTION - REFER TO GRADING PLAN
- ⊞ MANHOLE - REFER TO UTILITY PLAN

REFER TO OTHER PLANS FOR LEGENDS RELATIVE TO WORK CALLED OUT ON THOSE PLANS



REVISIONS

NO.	DATE	DESCRIPTION
6.10.21		REVISED PER CITY OF TARPON SPRINGS

I HEREBY CERTIFY THAT THIS PLAN AND SPECIFICATION WAS PREPARED BY ME OR SUPERVISED BY ME AND I AM A DULY LICENSED CIVIL ENGINEER UNDER THE STATE OF FLORIDA AS SIGNED BY MY HAND AND SEAL.

Gary A. Boucher, P.E. #22885

FOR: **FLAGSHIP BANK**

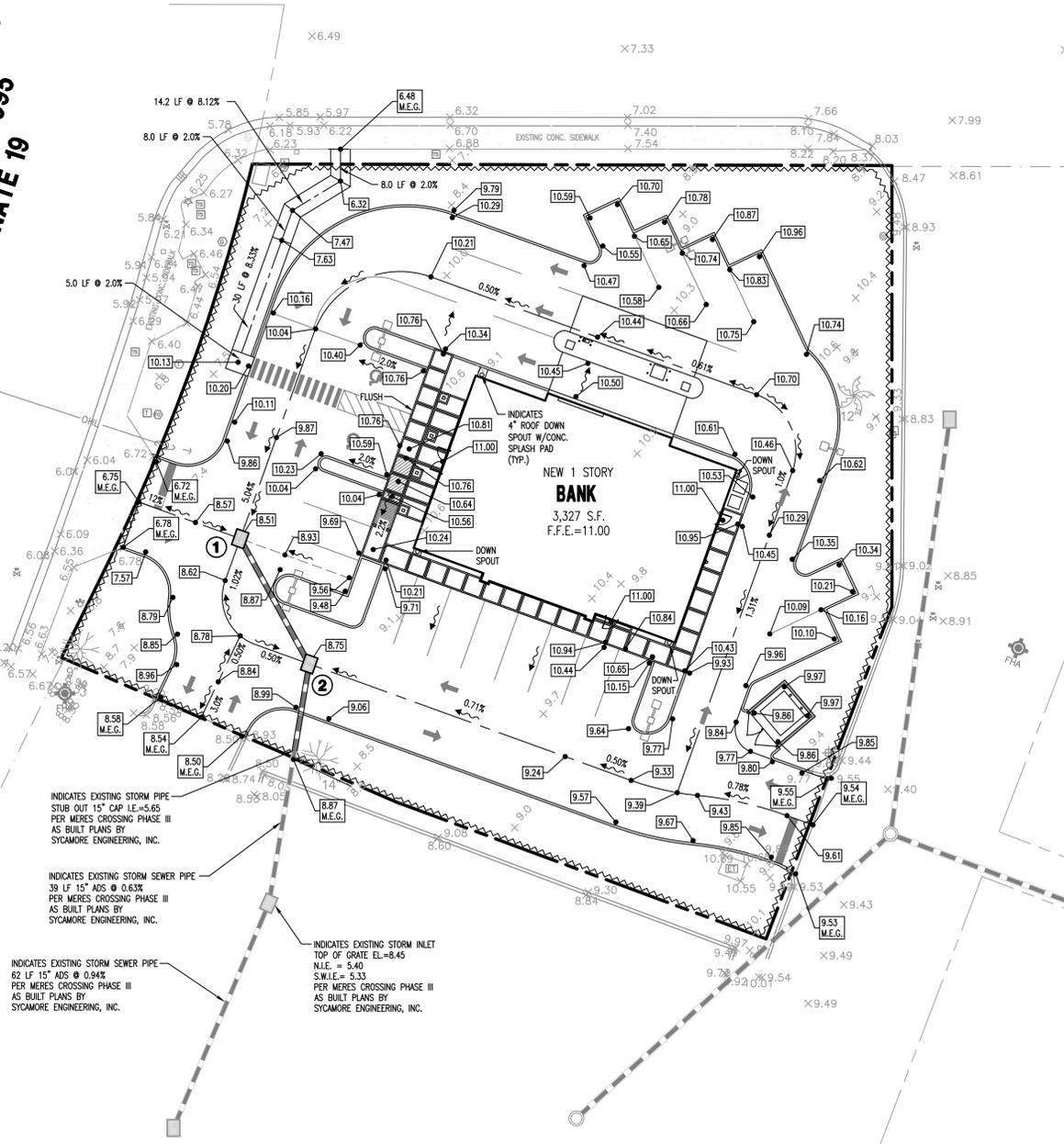
FLAGSHIP BANK
ALT. U.S. 19 & MERES BLVD.
TARPON SPRINGS, FLORIDA

PROJECT #: --
ORIG. DATE: --
DRAWN BY: BH
SCALE: AS SHOWN

SHEET #:
C3.1

**SOUTH PINELLAS AVENUE (L)
STATE ROAD NO. 595
ALTERNATE 19**

MERES BOULEVARD



INDICATES EXISTING STORM PIPE
STUB OUT 15" CAP I.E.=5.65
PER MERES CROSSING PHASE III
AS BUILT PLANS BY
SYCAMORE ENGINEERING, INC.

INDICATES EXISTING STORM SEWER PIPE
39 LF 15" ADS @ 0.63%
PER MERES CROSSING PHASE III
AS BUILT PLANS BY
SYCAMORE ENGINEERING, INC.

INDICATES EXISTING STORM INLET
TOP OF GRATE EL.=6.46
N.I.E. = 5.40
S.W.I.E. = 5.33
PER MERES CROSSING PHASE III
AS BUILT PLANS BY
SYCAMORE ENGINEERING, INC.

**NEW 1 STORY
BANK**
3,327 S.F.
F.F.E.=11.00

AS BUILT INFORMATION
PER MERES CROSSING PHASE III
BY SYCAMORE ENGINEERING, INC.
S.W.F.W.M.D. #44031945.005
DATED MARCH 3, 2010

GRADING LEGEND	
	SILT BARRIER
	EXISTING SPOT GRADE - REFER TO SHEET C2.1 FOR DATUM
	PROPOSED SPOT GRADE - REFER TO SHEET C2.1 FOR DATUM
	PROPOSED HIGH-POINT GRADE
	PROPOSED TOP-OF-WALK GRADE
	EXISTING TOPOGRAPHIC CONTOUR
	PROPOSED TOPOGRAPHIC CONTOUR
	SWALE/INVERTED CROWN ARROW
	FLOW DIRECTION ARROW
	EXISTING STORMWATER PIPE
	PROPOSED STORMWATER PIPE
	EXISTING/PROPOSED GRATED INLET - TYPE SPECIFIED ON THE PLAN
	EXISTING/PROPOSED JUNCTION BOX - TYPE SPECIFIED ON THE PLAN
	PROPOSED CURB INLET - TYPE SPECIFIED ON THE PLAN
	EXISTING/PROPOSED MITERED END SECTION
	EXISTING/PROPOSED FLARED END SECTION

DRAINAGE STRUCTURE SCHEDULE

STR. #	DESCRIPTION	TOP ELEVATION	INVERT ELEVATION(S)	NOTES
1	TYPE C INLET	8.51	5.97	
2	TYPE C INLET	8.75	5.79	

NOTE: ALL INLETS IN VEHICULAR USE AREAS SHALL HAVE TRAFFIC BEARING GRATES

DRAINAGE PIPE SCHEDULE

STRUCTURES FROM	STRUCTURES TO	LENGTH (FT.)	DIAMETER (IN.)	PIPE TYPE	SLOPE (%)	NOTES
1	2	36	15	HDPE	0.5	
2	E	22	15	HDPE	0.63	



NORTH
SCALE: 1" = 20'

GRADING AND DRAINAGE PLAN

REVISIONS	DATE	BY	DESCRIPTION
6.10.21			REVISED PER CITY OF TARPON SPRINGS

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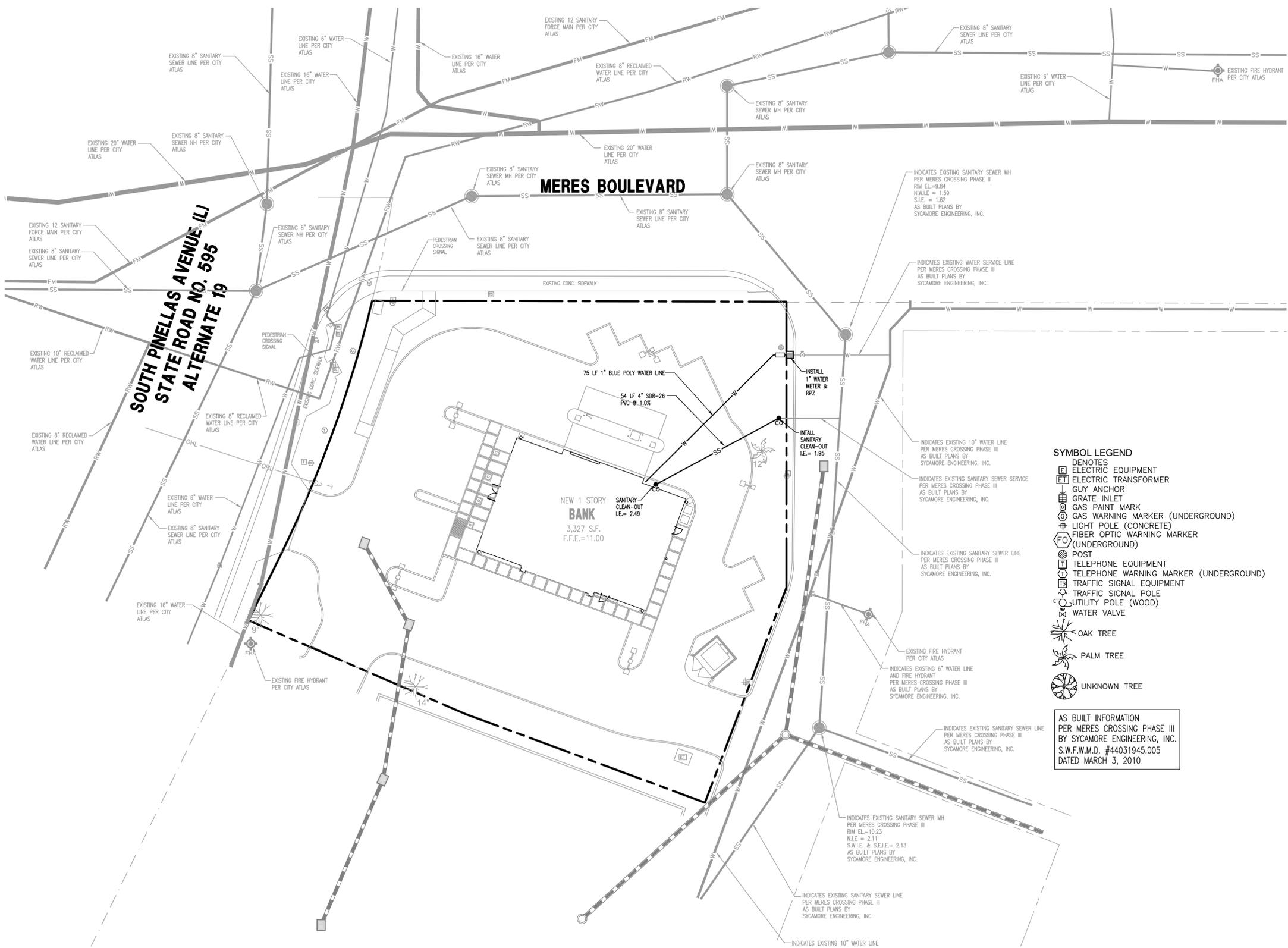
Ozma Engineering, Inc.
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FOR:
FLAGSHIP BANK

FLAGSHIP BANK
ALT. U.S. 19 & MERES BLVD.
TARPON SPRINGS, FLORIDA

PROJECT #: --
ORIG. DATE: --
DRAWN BY: BH
SCALE: AS SHOWN

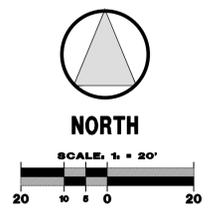
SHEET #:
C4.1



UTILITY LEGEND	
	EXISTING/PROPOSED WATER LINE - SIZE AND TYPE NOTED ON THE PLAN
	EXISTING/PROPOSED SEWER LINE - SIZE AND TYPE NOTED ON THE PLAN
	EXISTING/PROPOSED FORCE MAIN - SIZE AND TYPE NOTED ON THE PLAN
	EXISTING/PROPOSED REUSE LINE - SIZE AND TYPE NOTED ON THE PLAN
	EXISTING/PROPOSED STORM SEWER LINE - REFER TO GRADING PLAN FOR SIZES AND TYPES
	EXISTING/PROPOSED OVERHEAD UTILITY LINES
	EXISTING/PROPOSED UNDERGROUND UTILITY LINES
	EXISTING/PROPOSED POWER POLE
	SITE LIGHTS - REFER TO ARCHITECTURAL PLANS FOR SPECIFICATIONS
	EXISTING/PROPOSED FIRE HYDRANT ASSEMBLY
	EXISTING/PROPOSED FIRE DEPARTMENT CONNECTION
	EXISTING/PROPOSED WATER METER
	EXISTING/PROPOSED IRRIGATION METER
	EXISTING/PROPOSED DOUBLE DETECTOR CHECK VALVE ASSEMBLY (DDCVA)
	EXISTING/PROPOSED GATE VALVE
	EXISTING/PROPOSED SANITARY MANHOLE
	EXISTING/PROPOSED SANITARY CLEANOUT
	EXISTING/PROPOSED GRATED INLET - REFER TO GRADING PLAN FOR SIZES AND TYPES
	EXISTING/PROPOSED JUNCTION BOX - REFER TO GRADING PLAN FOR SIZES AND TYPES
	PROPOSED CURB INLET - TYPE SPECIFIED ON THE PLAN
	EXISTING/PROPOSED MITERED END SECTION
	EXISTING/PROPOSED FLARED END SECTION
	POINT OF CONNECTION

SYMBOL LEGEND	
	ELECTRIC EQUIPMENT
	ELECTRIC TRANSFORMER
	GUY ANCHOR
	GRATE INLET
	GAS PAINT MARK
	GAS WARNING MARKER (UNDERGROUND)
	LIGHT POLE (CONCRETE)
	FIBER OPTIC WARNING MARKER (UNDERGROUND)
	POST
	TELEPHONE EQUIPMENT
	TELEPHONE WARNING MARKER (UNDERGROUND)
	TRAFFIC SIGNAL EQUIPMENT
	TRAFFIC SIGNAL POLE
	UTILITY POLE (WOOD)
	WATER VALVE
	OAK TREE
	PALM TREE
	UNKNOWN TREE

AS BUILT INFORMATION
 PER MERES CROSSING PHASE III
 BY SYCAMORE ENGINEERING, INC.
 S.W.F.W.M.D. #44031945.005
 DATED MARCH 3, 2010



REVISIONS	
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Gary A. Boucher, P.E. #22885

STATE CERT. OF AUTH. #0009422

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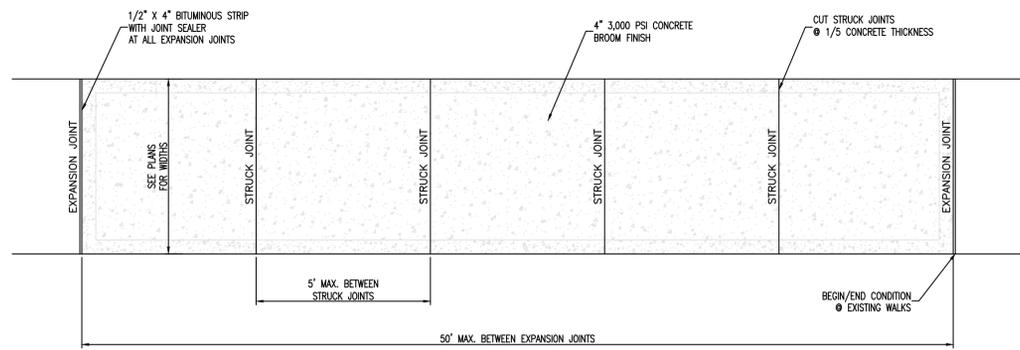
FOR: **FLAGSHIP BANK**

FLAGSHIP BANK
 ALT. U.S. 19 & MERES BLVD.
 TARPON SPRINGS, FLORIDA

PROJECT #: --
 ORIG. DATE: --
 DRAWN BY: BH
 SCALE: AS SHOWN

SHEET #:
C5.1

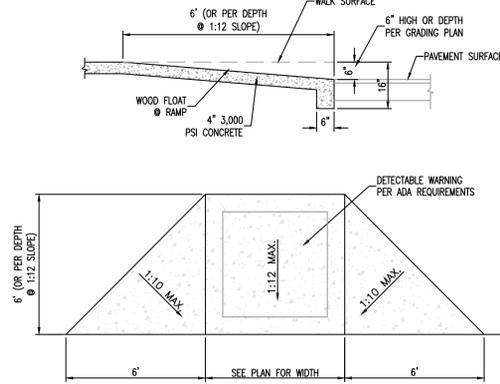
UTILITIES SITE PLAN



NOTES:
 1. SIDEWALKS SHALL HAVE TOOLED EDGES.
 2. CONSTRUCTION JOINTS SHALL BE LOCATED AT STRUCK JOINTS OR EXPANSION JOINTS ONLY.
 3. THIS DETAIL IS FOR ON-SITE CONDITIONS ONLY. DO NOT USE FOR RIGHT-OF-WAY CONSTRUCTION.
 4. REFER TO FDOT INDEX #310 AND CORRESPONDING SPECIFICATIONS FOR SIDEWALKS WITHIN THE RIGHT OF WAY.

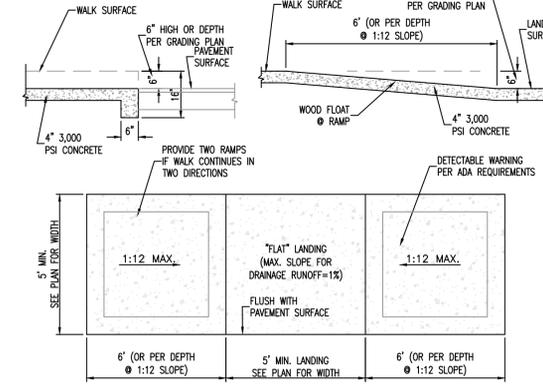
SIDEWALK DETAIL

NTS



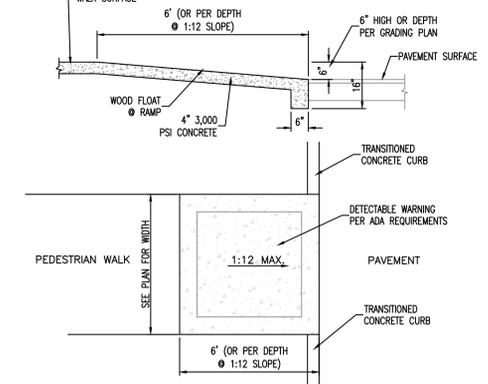
FLARED HANDICAP RAMP DETAIL

NTS



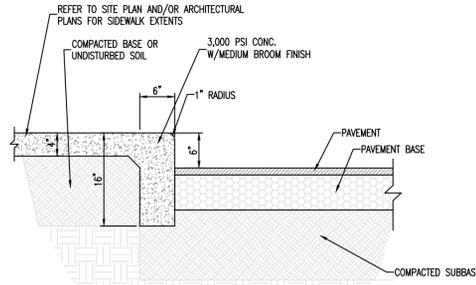
STRAIGHT HANDICAP RAMP DETAIL

NTS



END HANDICAP RAMP DETAIL

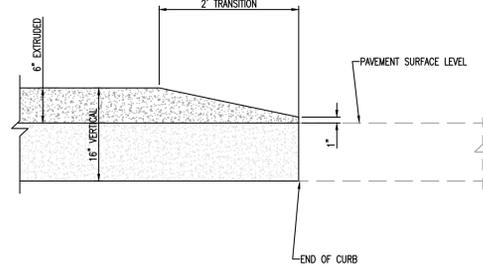
NTS



NOTES:
 1. PROVIDE 1/4" CONTROL JOINTS @ 5'-0" O.C.
 2. PROVIDE 1/2" BITUMINOUS EXPANSION JOINTS @ 50' O.C.
 3. THIS DETAIL IS FOR ON-SITE CONDITIONS ONLY. DO NOT USE FOR RIGHT-OF-WAY CONSTRUCTION.

SIDEWALK CURB DETAIL (MONOLITHIC)

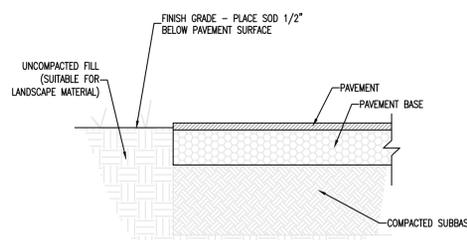
NTS



NOTES:
 1. MAINTAIN FULL DEPTH OF VERTICAL CURB FOR TRANSITION.
 2. LAST VERTICAL REBAR FOR EXTRUDED CURB SHALL BE 24" FROM END OF TRANSITION.

CURB TRANSITION DETAIL

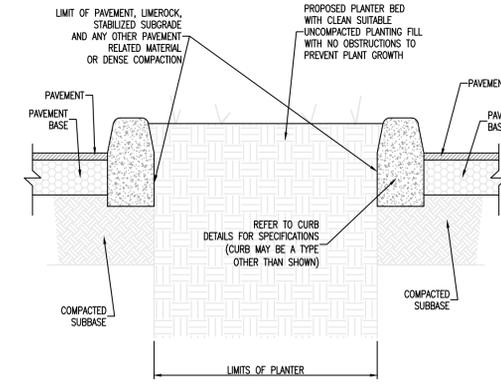
NTS



NOTES:
 1. REFER TO PLAN FOR LANDSCAPE PROTECTION MEASURES SUCH AS WHEEL STOPS.
 2. THIS CONDITION SHALL NOT BE USED FOR TRANSITION TO GRASS PARKING.

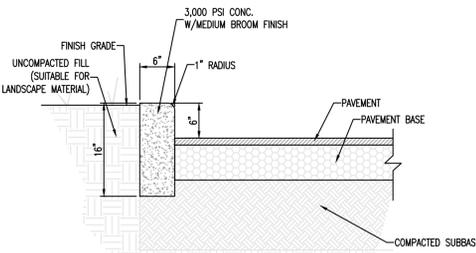
PLACEMENT OF SOD AT PAVEMENT

NTS



CURB PLACEMENT AT PLANTER DETAIL

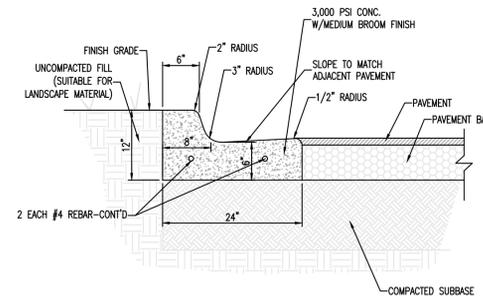
NTS



NOTES:
 1. INSTALL EXPANSION JOINTS EVERY 50 FEET.
 2. CURBS SHALL HAVE 1" DEEP CONTROL JOINT EVERY 10 FEET.
 3. THIS DETAIL IS FOR ON-SITE CONDITIONS ONLY. DO NOT USE FOR RIGHT-OF-WAY CONSTRUCTION.

VERTICAL CURB DETAIL

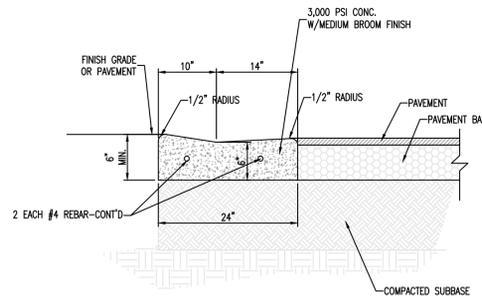
NTS



NOTES:
 1. INSTALL EXPANSION JOINTS EVERY 50 FEET.
 2. CURBS SHALL HAVE 1" DEEP CONTROL JOINT EVERY 10 FEET.
 3. THIS DETAIL IS FOR ON-SITE CONDITIONS ONLY. DO NOT USE FOR RIGHT-OF-WAY CONSTRUCTION.

CURB AND GUTTER DETAIL

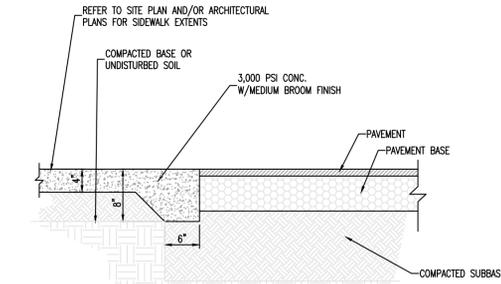
NTS



NOTES:
 1. INSTALL EXPANSION JOINTS EVERY 50 FEET.
 2. CURBS SHALL HAVE 1" DEEP CONTROL JOINT EVERY 10 FEET.
 3. THIS DETAIL IS FOR ON-SITE CONDITIONS ONLY. DO NOT USE FOR RIGHT-OF-WAY CONSTRUCTION.

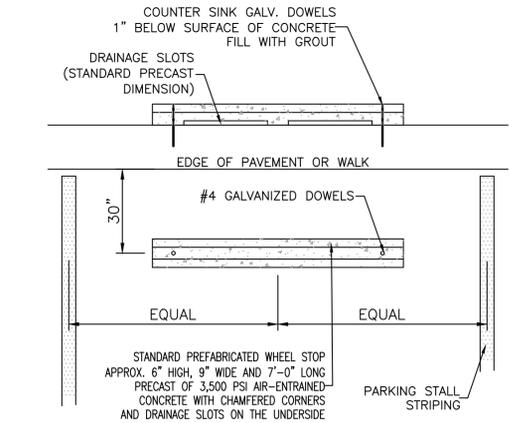
DROP CURB DETAIL

NTS



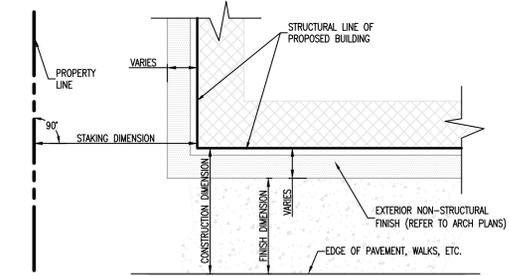
FLUSH SIDEWALK DETAIL

NTS



WHEELSTOP DETAIL

NTS



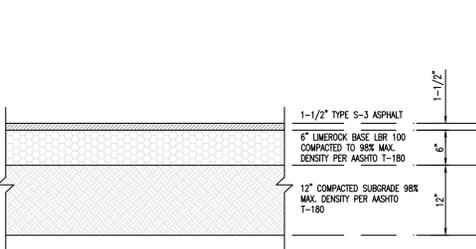
NOTES:
 1. ALL STAKING TO PROPERTY LINES FOR NEW BUILDINGS SHALL BE PERPENDICULAR.
 2. CONSTRUCTION DIMENSIONS SHOWN ON THE PLAN ARE TO THE BUILDING STRUCTURAL LINE.
 3. FOR NEW CONSTRUCTION, EXTERIOR NON-STRUCTURAL FINISH SUCH AS STUCCO, EIFS, BRICK VENEER, ETC. ARE NOT INCLUDED IN BUILDING STAKING TO PROPERTY LINE AND OTHER CONSTRUCTION FEATURES.
 4. LIMITS OF CALCULATED FLOOR AREA IS TAKEN TO THE STRUCTURAL LINE OF THE BUILDING SUCH AS FACE OF STRUCTURAL BLOCK, OUTSIDE OF FRAMING, EDGE OF MONOLITHIC SLAB, ETC.
 5. CONTRACTOR SHALL COMPARE CIVIL PLANS TO ARCHITECTURAL PLANS FOR DISCREPANCIES PRIOR TO CONDUCTING RELATED WORK.
 6. THIS IS A GENERAL DETAIL. SPECIAL CIRCUMSTANCES MAY SUPERCEDE THIS DETAIL FOR PORTIONS OF THE BUILDING SUCH AS UNIQUE CONSTRUCTION, BUILDING ADDITIONS, DIMENSIONS TO EXISTING BUILDINGS, ETC.

BUILDING STAKING AND MEASUREMENT CONTROL DETAIL

NTS

ON-SITE PAVEMENT AND CURB NOTES AND SPECIFICATIONS

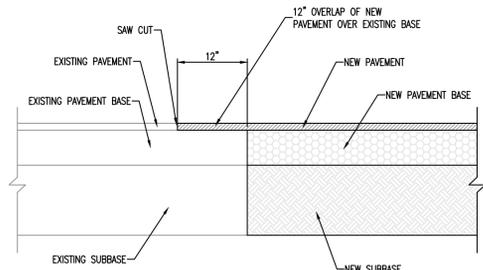
1. ALL PAVEMENT AND CURB DETAILS CONTAINED ON THIS PAGE ARE FOR ON-SITE PRIVATE VEHICULAR USE AREAS ONLY.
 2. ALL PAVEMENT AND CURB WITHIN THE PUBLIC RIGHT OF WAY SHALL BE PER THE LOCAL JURISDICTIONAL DETAILS AND SPECIFICATIONS OF THAT RIGHT OF WAY.
 3. REFER TO OTHER DETAIL PAGES OR REFERENCE MATERIALS CALLED OUT ON THE PLAN CONTAINING STANDARD DETAILS FOR RIGHT OF WAY WORK.



NOTES:
 1. REFER TO GRADING PLAN FOR PAVEMENT SLOPES.
 2. SUBSTITUTIONS OF BASE MATERIAL MUST BE APPROVED BY THE ENGINEER.

STANDARD PAVEMENT DETAIL

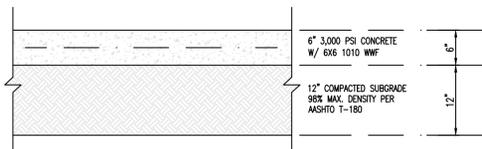
NTS



NOTES:
 1. REFER TO GRADING PLAN FOR PAVEMENT SLOPES.
 2. SAW CUT EXISTING PAVEMENT AT ALL PAVEMENT TRANSITIONS BEFORE NEW PAVEMENT IS APPLIED.

PAVEMENT TRANSITION DETAIL

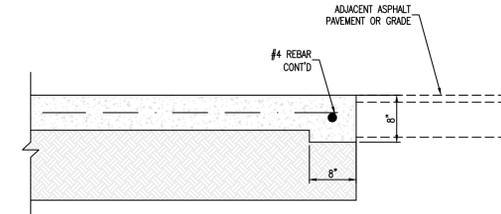
NTS



NOTES:
 1. REFER TO GRADING PLAN FOR PAVEMENT SLOPES.
 2. SUBSTITUTIONS OF BASE MATERIAL MUST BE APPROVED BY THE ENGINEER.

CONCRETE PAVEMENT DETAIL

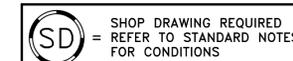
NTS



NOTES:
 1. REFER TO GRADING PLAN FOR PAVEMENT SLOPES.
 2. SUBSTITUTIONS OF BASE MATERIAL MUST BE APPROVED BY THE ENGINEER.

CONCRETE PAVEMENT END DETAIL

NTS



ON-SITE PAVEMENT, CURB AND WALK DETAILS

SCALE: NONE

REVISIONS

I HEREBY CERTIFY THAT THIS PLAN AND SPECIFICATION WAS PREPARED BY ME OR UNDER MY SUPERVISION AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE PROFESSIONAL SEAL OF THE STATE OF FLORIDA AS SIGNED BY MY HAND AND SEAL.

Gary A. Boucher, PE# 22895

STATE CERT. OF AUTH. #000842

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 www.ozomae.com

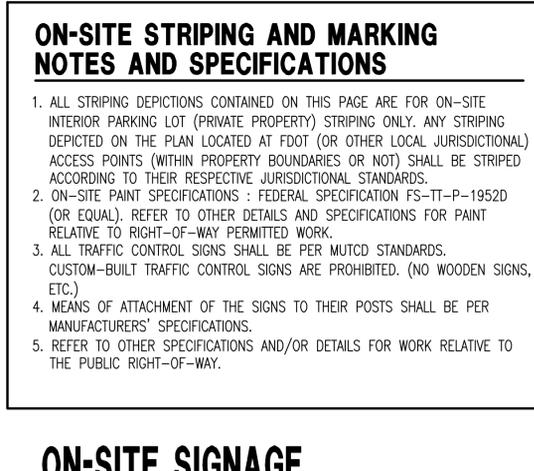
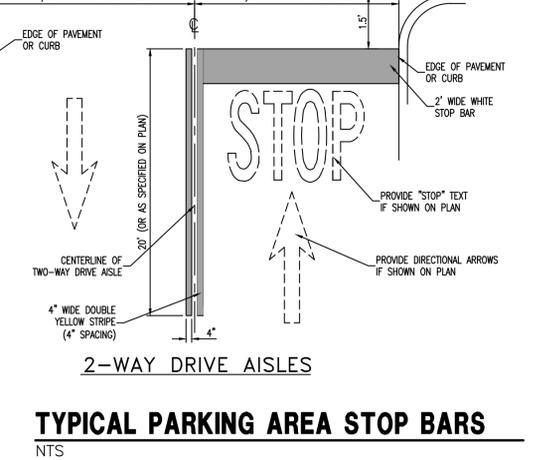
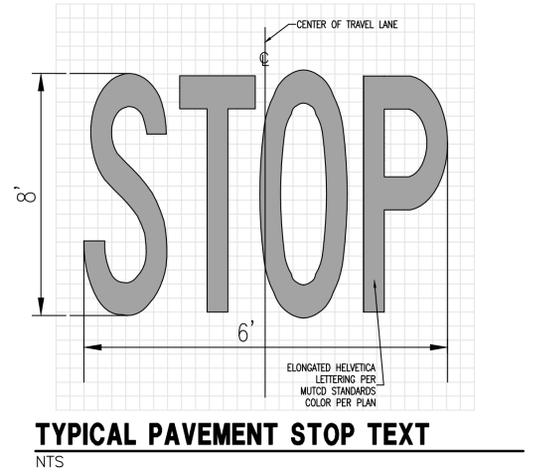
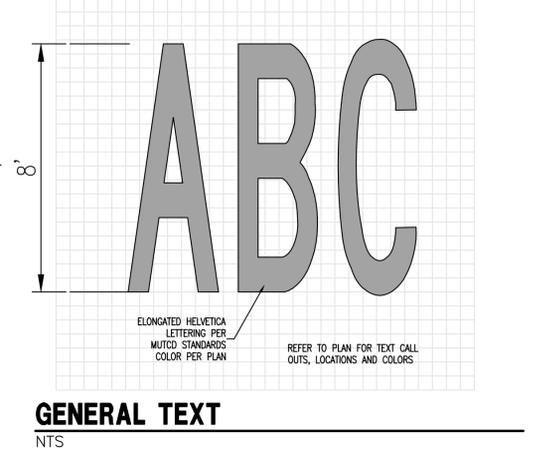
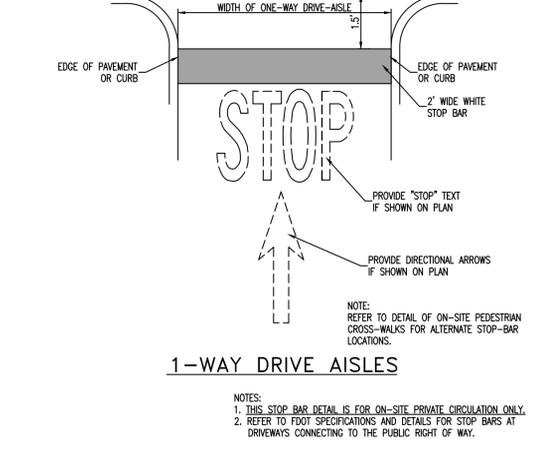
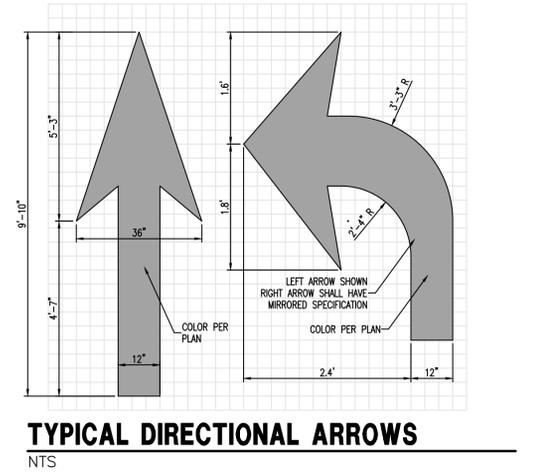
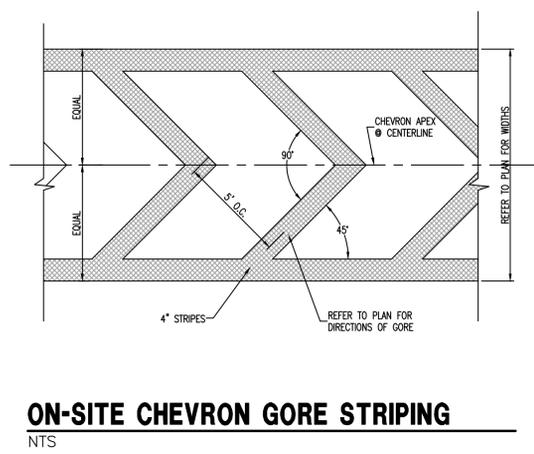
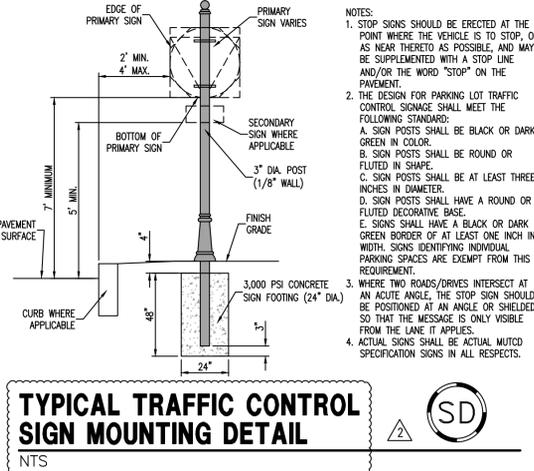
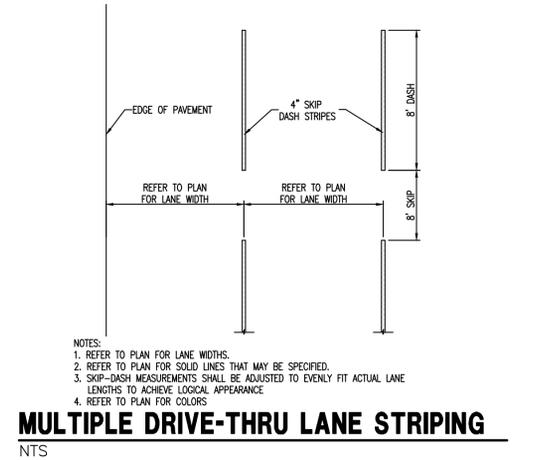
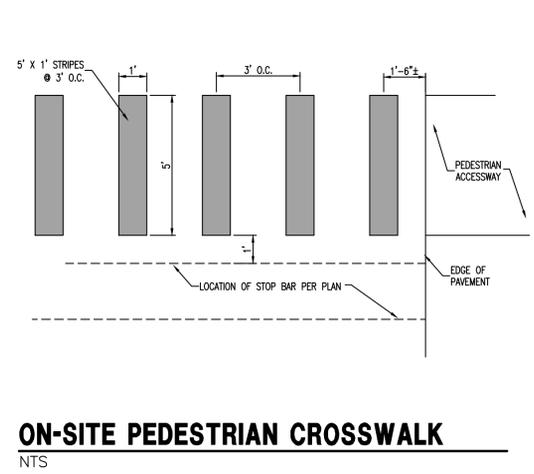
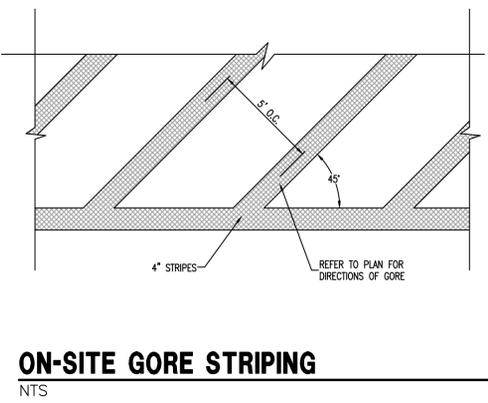
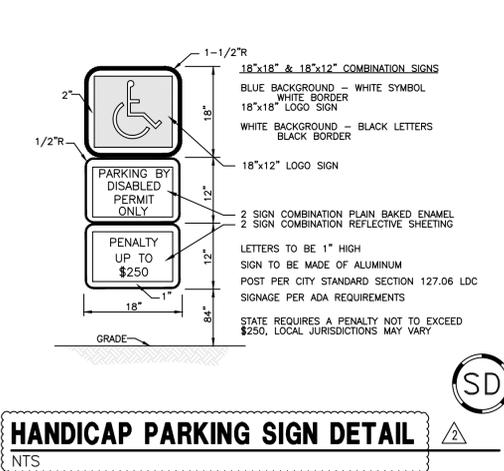
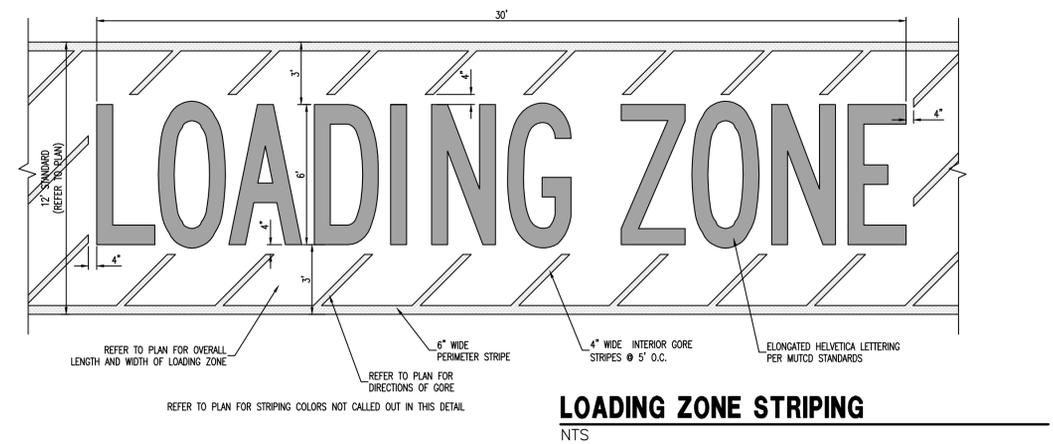
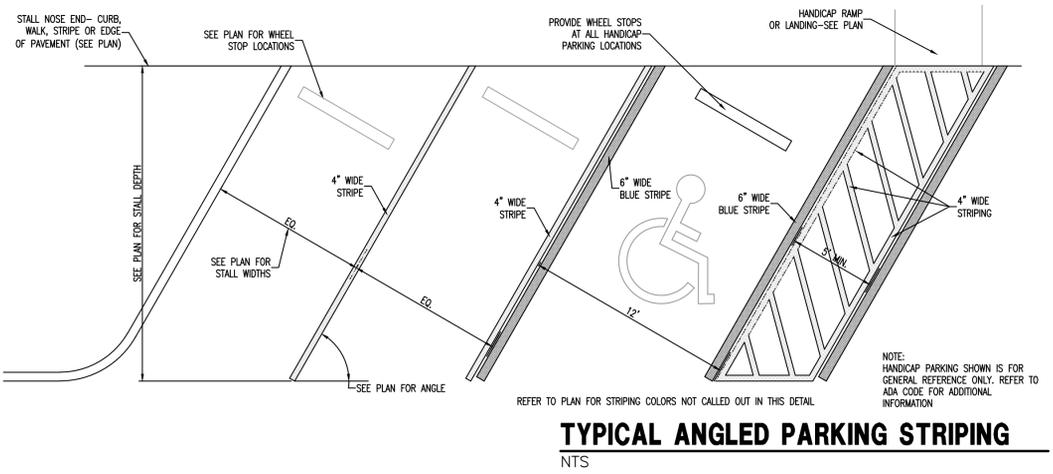
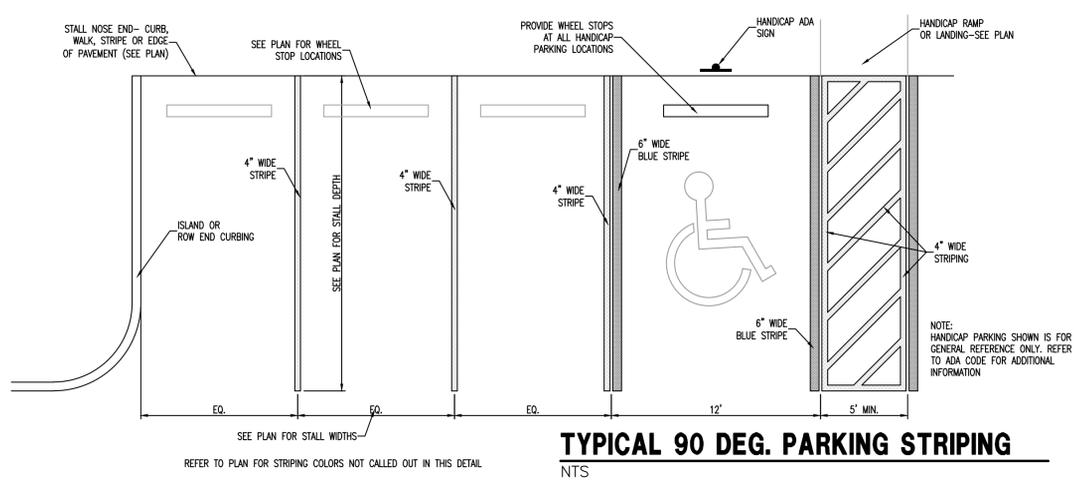
FOR: **FLAGSHIP BANK**

PROJEC T
FLAGSHIP BANK
 ALT. U.S. 19 & MERES BLVD.
 TARPON SPRINGS, FLORIDA

PROJECT #:
 ORIG. DATE:
 DRAWN BY: AVF
 SCALE: AS SHOWN

SHEET #:

C6.1



REVISIONS

06.10.21	REVISED PER CITY OF TARPON SPRINGS
07.16.21	REVISED PER CITY OF TARPON SPRINGS

I HEREBY CERTIFY THAT THIS PLAN AND SPECIFICATION WAS PREPARED BY ME OR SUPERVISION AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE BOARD OF REGISTRATION OF FLORIDA AS SIGNED BY MY HAND AND SEAL.

STATE CERT. OF AUTH. #000942

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www.ozonaeng.com

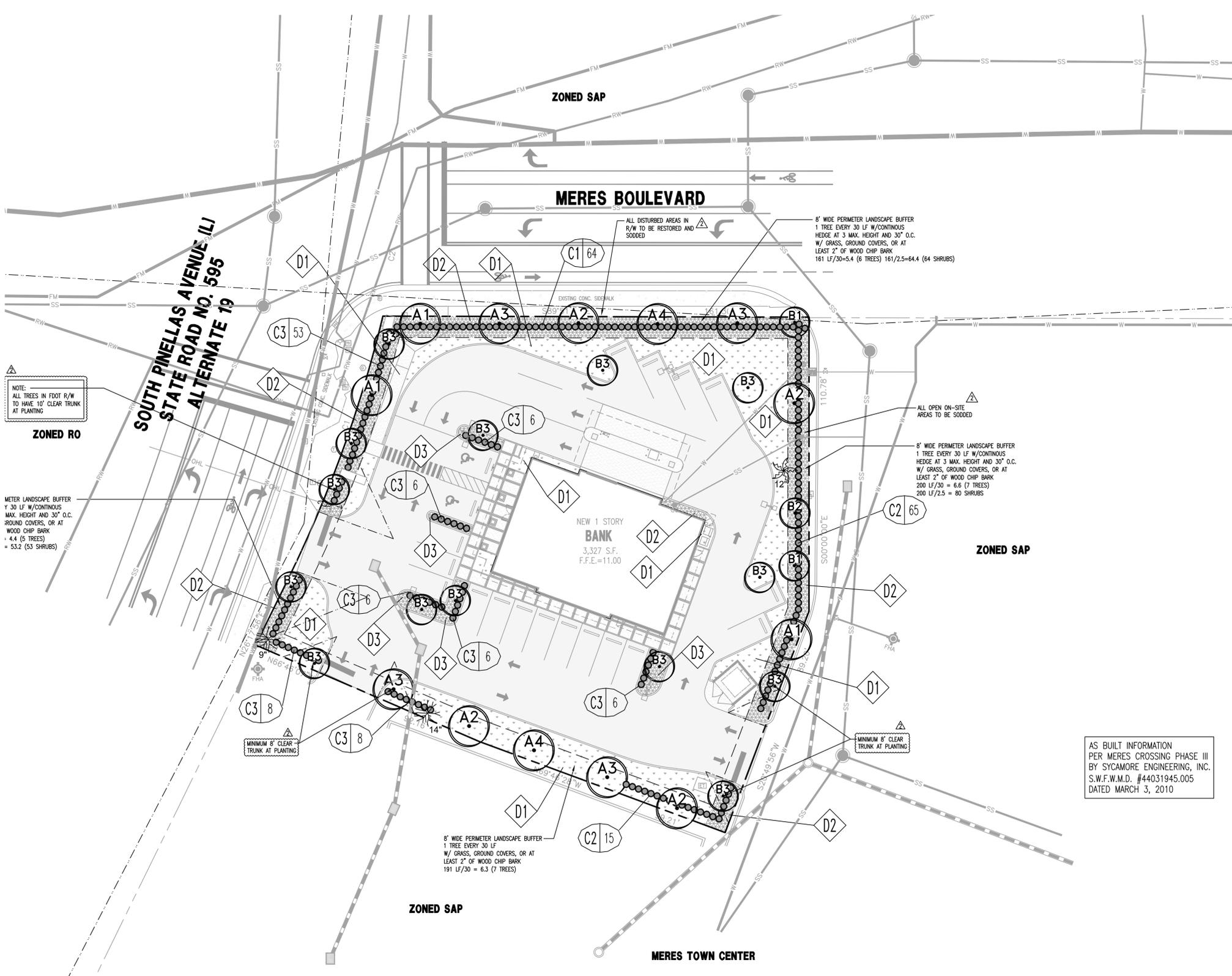
FOR: **FLAGSHIP BANK**

FLAGSHIP BANK
ALT. U.S. 19 & MERES BLVD.
TARPON SPRINGS, FLORIDA

PROJECT #:
ORIG. DATE:
DRAWN BY: AVF
SCALE: AS SHOWN

SHEET #:
C6.3

SD = SHOP DRAWING REQUIRED REFER TO STANDARD NOTES FOR CONDITIONS



TREE SCHEDULE

TREE NO.	QTY.	SCIENTIFIC NAME	COMMON NAME	MINIMUM SIZE REQUIREMENTS	APPROX. MATURE HT.	NATIVE FLORIDA	DROUGHT TOLERANT
SHADE TREES							
A1	3	<i>QUERCUS VIRGINIANA</i>	LIVE OAK	2" CALIPER, 6' HEIGHT (AT INSTALLATION) *	70'	YES	NO
A2	4	<i>QUERCUS LAURIFOLIA</i>	LAUREL OAK	2" CALIPER, 6' HEIGHT (AT INSTALLATION)	75'	YES	YES
A3	4	<i>ACER ROBURN, A. BARBATUM</i>	RED MAPLE	2" CALIPER, 6' HEIGHT (AT INSTALLATION)	40'	YES	YES
A4	2	<i>MAGNOLIA GRANDIFLORA</i>	SOUTHERN MAGNOLIA	2" CALIPER, 6' HEIGHT (AT INSTALLATION)	50'	YES	YES
PALMS MAY BE SUBSTITUTED, 3 PALMS PER 1 SHADE TREE.							
UNDERSTORY							
B1	3	<i>ILEX X NELLE R. STEVENS</i>	NELLIE STEVENS HOLLY	2" CALIPER, 6' HEIGHT (AT INSTALLATION)	20'	YES	YES
B2	1	<i>ILEX DECORUM</i>	DECIDUOUS HOLLY	2" CALIPER, 6' HEIGHT (AT INSTALLATION)	25'	NO	YES
B3	11	<i>LAGERSTROMIA INDICA</i>	CREPE MYRTLE	2" CALIPER, 6' HEIGHT (AT INSTALLATION) *	25'	NO	NO
UNDERSTORY TREES ARE USED NEAR UTILITIES AND FOUNDATIONS OF STRUCTURES.							
SHRUBS							
C1	64	<i>PITOSPORUM TOBIRA</i>	PITOSPORUM	36" HEIGHT (AT INSTALLATION)	10'	YES	YES
C2	80	<i>RAPHALEPS INDICA</i>	INDIAN HAWTHORN	36" HEIGHT (AT INSTALLATION)	5'	YES	NO
C3	98	<i>VIBURNUM ODORATISSIMUM</i>	SWEET VIBURNUM	36" HEIGHT (AT INSTALLATION)	5'	YES	NO
GROUND COVER							
D1	-	(TURF-GRASS)	BAHIA SOD				
D2	3456 SF	MULCH	MULCH	SURROUND ALL PLANTS 3' DEEP			
D3	466 SF	<i>TRACHELOSPERMUM ASHICUM</i>	CONFEDERATE JASMINE	PARKING ISLANDS	8"	YES	YES

TREE SUBSTITUTIONS:
DUE TO AVAILABILITY AND PREFERENCES, CONTRACTOR MAY SUBSTITUTE TREE SPECIES FOR OTHERS IN THE SCHEDULE, SO LONG AS DIVERSITY AND SIZES ARE MAINTAINED AND PROPOSED TREES ARE ON THE APPROVED SPECIES LIST. ALL SUBSTITUTIONS MUST BE APPROVED BY THE LOCAL JURISDICTION BEFORE INSTALLATION.
* EXCEPT WHERE NOTED ON PLAN

PLANTING SPECIFICATIONS

- 6' MINIMUM TREE HEIGHT UPON PLANTING
- 2" MINIMUM CALIPER
- 36" MINIMUM SHRUB HEIGHT UPON PLANTING
- 30" O.C. MINIMUM SPACING OF SHRUBS

ALL PROPOSED PLANTINGS SHALL BE FLORIDA GRADE #1 OR BETTER

LANDSCAPE LEGEND

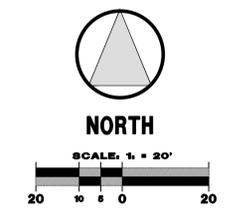
- GRASS
- GROUND COVER
- EXISTING TREE CANOPY (APPROX.)
- PROPOSED TREE - REFER TO SCHEDULE FOR TYPE
- PROPOSED SHRUBS - REFER TO SCHEDULE FOR TYPE
- SHRUB TYPE TAG WITH QUANTITY
- GROUND COVER TYPE TAG

EXOTIC SPECIES NOTE:
ALL EXOTIC SPECIES, I.E., BRAZILIAN PEPPER (*SCHINUS TEREBINTHIFOLIUS*), PUNK TREES (*MELALEUCA QUINQUENERVIA*), AND CHINESE TALLOW (*APIUM SEBIFERUM*) MUST BE REMOVED FROM THE SITE. WHERE NECESSARY DUE TO THEIR PROXIMITY TO PROTECTED PLANT MATERIAL, HAND REMOVAL WILL BE REQUIRED. SHOULD THIS REMOVAL BE TO A DEGREE THAT A POTENTIAL FOR EROSION IS CREATED, THE AREA MUST BE RESTABILIZED WITH SUITABLE MATERIAL.

IRRIGATION NOTES:

- SHALLOW WELLS, OPEN SURFACE WATER BODIES OR RECLAIMED WATER MUST BE USED AS A SOURCE OF IRRIGATION WATER. THE DISTRIBUTION SYSTEM FOR IRRIGATION SHALL NOT BE CONNECTED TO COUNTY OR MUNICIPAL WATER SOURCES, UNLESS IT CAN BE DEMONSTRATED THAT THESE SOURCES ARE NOT AVAILABLE.
- IRRIGATION SYSTEMS MUST UTILIZE LOW VOLUME DESIGN SUCH AS LOW TRAJECTORY HEADS OR SOAKER HOSES TO PROVIDE DIRECT APPLICATION AND LOW EVAPORATION. SYSTEMS THAT OVER SPRAY AREAS THAT DO NOT REQUIRE IRRIGATION, SUCH AS PAVED AREAS WILL NOT BE ACCEPTABLE. HIGH IRRIGATION NEED AREAS MUST NOT OVERSPRAY LOW NEED AREAS.
- HIGH WATER DEMAND LANDSCAPE AREAS SUCH AS TURF MUST BE SERVED BY A SEPARATE IRRIGATION ZONE THAN LOW WATER NEED AREAS, SUCH AS PLANTER BEDS, OR MULCHED AREAS WITH TREES. IN NO CASE SHALL ANY PLANTED VEGETATION AREA BE MORE THAN 50' FROM A WATER SUPPLY HOSE BIB.
- IRRIGATION SYSTEMS MUST BE OPERATED BY AN IRRIGATION CONTROLLER CAPABLE OF DIFFERENTIATING BETWEEN THE SCHEDULES OF HIGH AND LOW WATER DEMAND AREAS. CONTROLLERS MUST HAVE MULTIPLE CYCLE START CAPACITY AND A FLEXIBLE CALENDAR PROGRAM ABLE TO BE SET TO COMPLY WITH LOCAL OR WATER MANAGEMENT DISTRICT IMPOSED RESTRICTIONS.
- THE SYSTEM MUST BE EQUIPPED WITH A RAIN SENSOR DEVICE OR SWITCH WHICH WILL OVERRIDE THE IRRIGATION CYCLE OF THE SPRINKLER SYSTEM WHEN ADEQUATE RAINFALL HAS OCCURRED. GROUND MOISTURE SENSING DEVICES ARE ENCOURAGED WHERE APPROPRIATE.
- IRRIGATION SYSTEM SHALL BE DESIGNED BY A LICENSED IRRIGATION CONTRACTOR.

AS BUILT INFORMATION PER MERES CROSSING PHASE III BY SYCAMORE ENGINEERING, INC. S.W.F.W.M.D. #44031945.005 DATED MARCH 3, 2010



REVISIONS

6.10.21	REVISED PER CITY OF TARPON SPRINGS	BH
7.16.21	REVISED PER CITY OF TARPON SPRINGS	BH

I HEREBY CERTIFY THAT THIS PLAN AND SPECIFICATION WAS PREPARED BY ME OR SUPERVISION AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE STATE OF FLORIDA AS SIGNED BY MY HAND AND SEAL.

Gary A. Boucher, P.E. #22885

STATE CERT. OF AUTH. #00009422

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Ozma, Florida 34660-432
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www.ozmaengineering.com

FOR:

FLAGSHIP BANK

PROJECT #:

ORIG. DATE:

DRAWN BY: BH

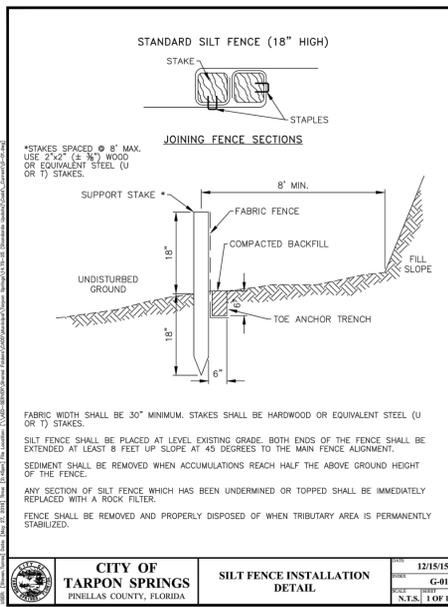
SCALE: AS SHOWN

SHEET #:

FLAGSHIP BANK
ALT. U.S. 19 & MERES BLVD.
TARPON SPRINGS, FLORIDA

CL1.1

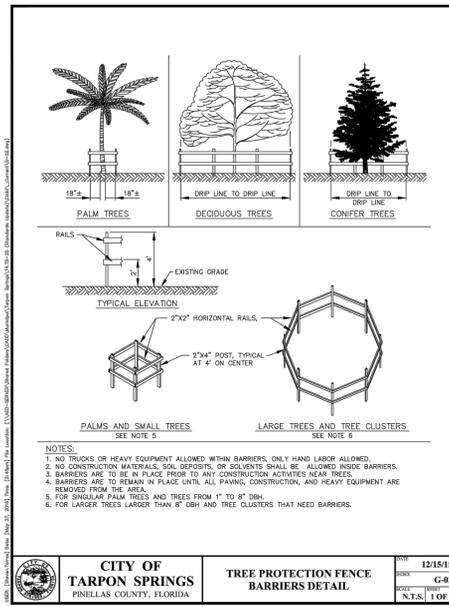
LANDSCAPE CODE PLAN



CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA

SILT FENCE INSTALLATION DETAIL

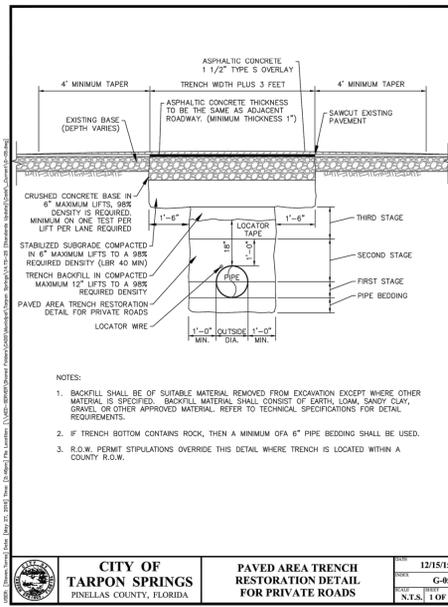
DATE: 12/15/15
REVISION: G-01
SCALE: N.T.S.
T.O.P.



CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA

TREE PROTECTION FENCE BARRIERS DETAIL

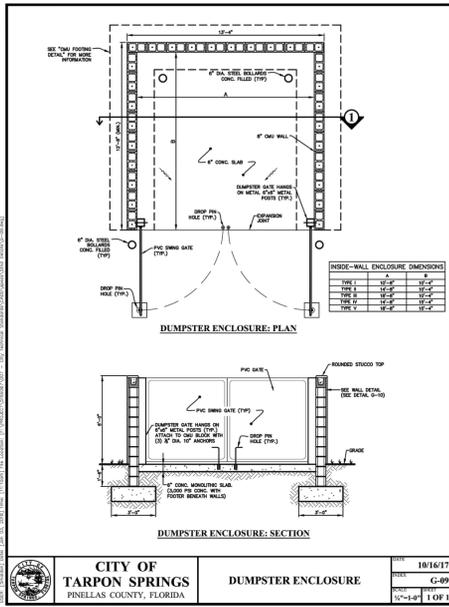
DATE: 12/15/15
REVISION: G-02
SCALE: N.T.S.
T.O.P.



CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA

PAVED AREA TRENCH RESTORATION DETAIL FOR PRIVATE ROADS

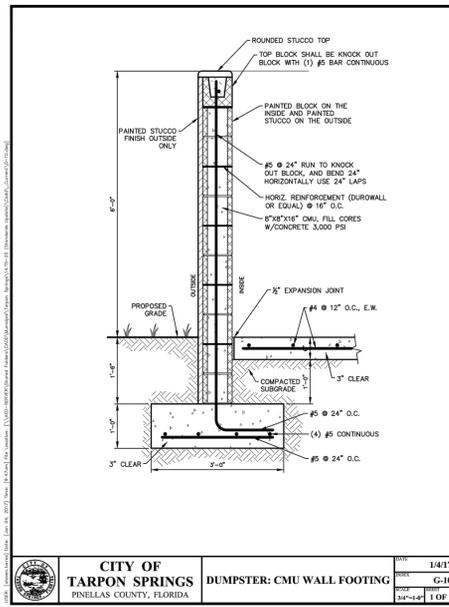
DATE: 12/15/15
REVISION: G-05
SCALE: N.T.S.
T.O.P.



CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA

DUMPSTER ENCLOSURE

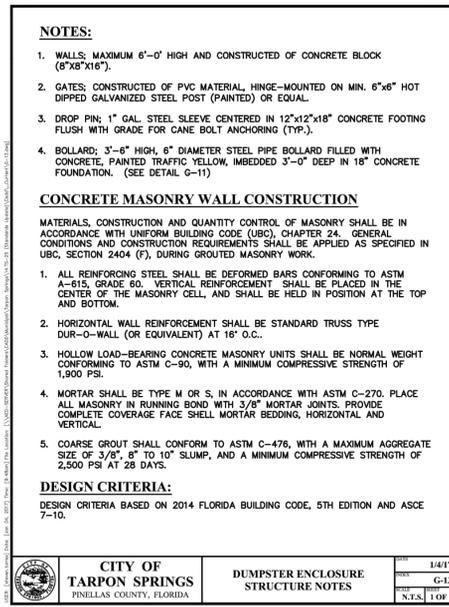
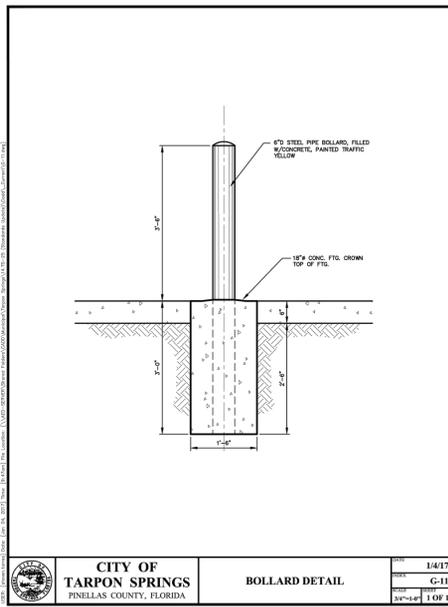
DATE: 10/10/17
REVISION: G-09
SCALE: 1/4"=1'-0"
T.O.P.



CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA

DUMPSTER: CMU WALL FOOTING

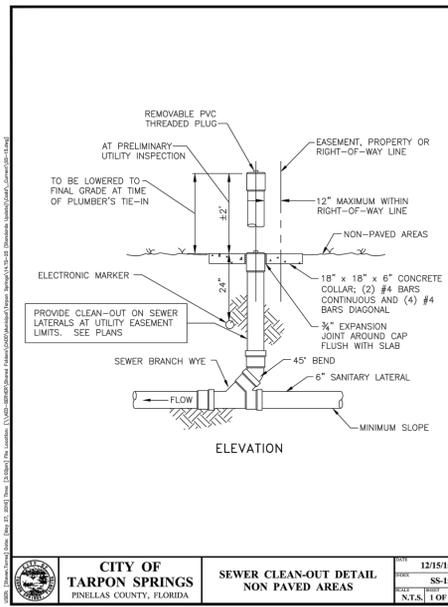
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REVISION: G-10
SCALE: 1/4"=1'-0"
T.O.P.



CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA

DUMPSTER ENCLOSURE STRUCTURE NOTES

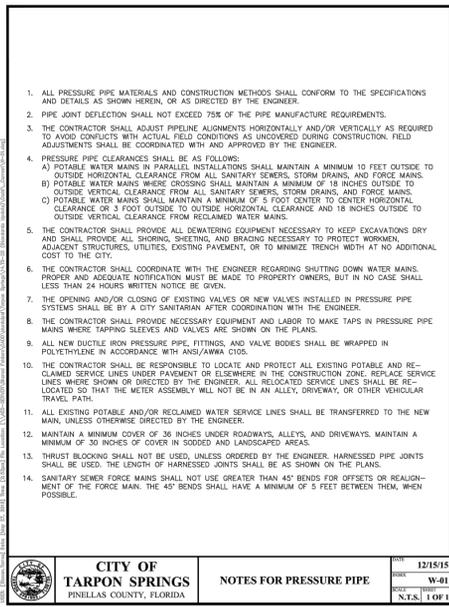
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REVISION: G-13
SCALE: N.T.S.
T.O.P.



CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA

SEWER CLEAN-OUT DETAIL NON PAVED AREAS

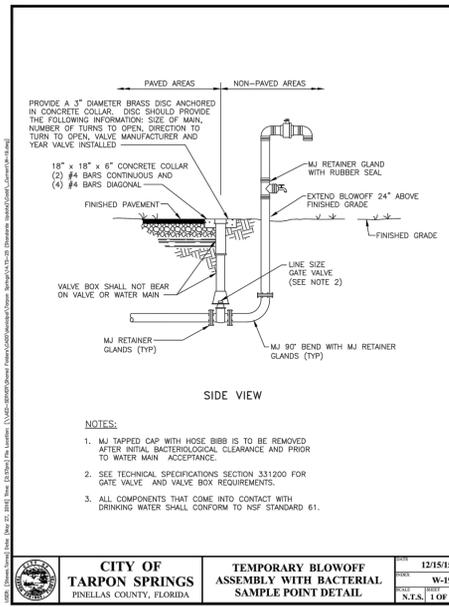
DATE: 12/15/15
REVISION: SS-15
SCALE: N.T.S.
T.O.P.



CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA

NOTES FOR PRESSURE PIPE

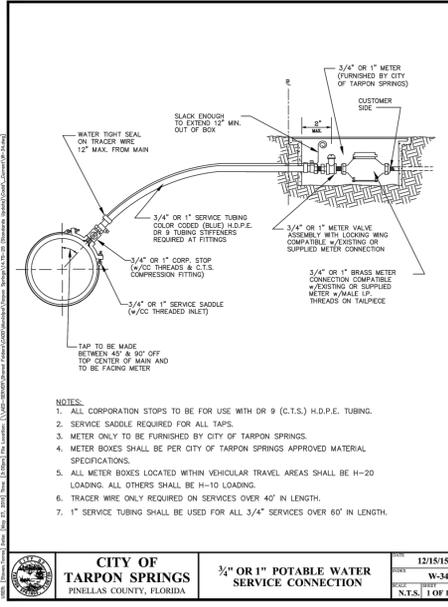
DATE: 12/15/15
REVISION: W-01
SCALE: N.T.S.
T.O.P.



CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA

TEMPORARY BLOWOFF ASSEMBLY WITH BACTERIAL SAMPLE POINT DETAIL

DATE: 12/15/15
REVISION: W-19
SCALE: N.T.S.
T.O.P.



CITY OF TARPON SPRINGS
PINELLAS COUNTY, FLORIDA

3/4" OR 1" POTABLE WATER SERVICE CONNECTION

DATE: 12/15/15
REVISION: W-24
SCALE: N.T.S.
T.O.P.

REVISIONS

NO.	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN AND SPECIFICATION WAS PREPARED BY ME OR PREPARED BY ME OR SUPERVISION AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE PROFESSIONAL SEAL OF FLORIDA AS SIGNED BY MY HAND AND SEAL.

Cory A. Boucher, P.E. 22895

STATE CERT. OF AUTH. #000942

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www.ozmaeng.com

FOR: **FLAGSHIP BANK**

PROJECT #:
ORIG. DATE:
DRAWN BY: AVF
SCALE: AS SHOWN

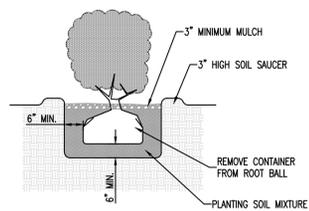
FLAGSHIP BANK
ALT. U.S. 19 & MERES BLVD.
TARPON SPRINGS, FLORIDA

SHEET #:
C7.1

SD = SHOP DRAWING REQUIRED REFER TO STANDARD NOTES FOR CONDITIONS

TARPON SPRINGS DETAILS
SCALE: NONE

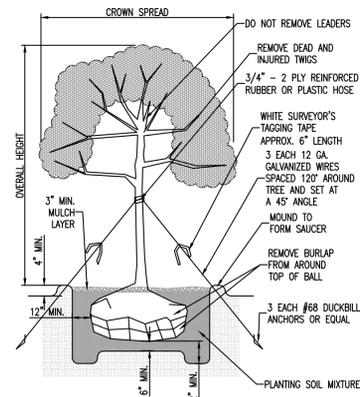
- SHRUB PLANTING NOTES:**
1. REFER TO LANDSCAPE PLAN FOR GROUPINGS.
 2. PLANTING HOLES MUST BE SLOPED (NOT COMPACTED)
 3. SHRUBS SHALL BE INSTALLED SUCH THAT THE TOP OF THE ROOT MASS IS LEVEL WITH THE SURFACE OF THE PLANTING HOLE.
 4. TO PREVENT FUNGAL INFECTION, MULCH SHALL BE PULLED BACK A FEW INCHES FROM THE BASE OF NEW SHRUBS.
 5. ALL REQUIRED LANDSCAPING SHALL BE FLORIDA GRADE #1 OR BETTER.



SHRUB PLANTING DETAIL

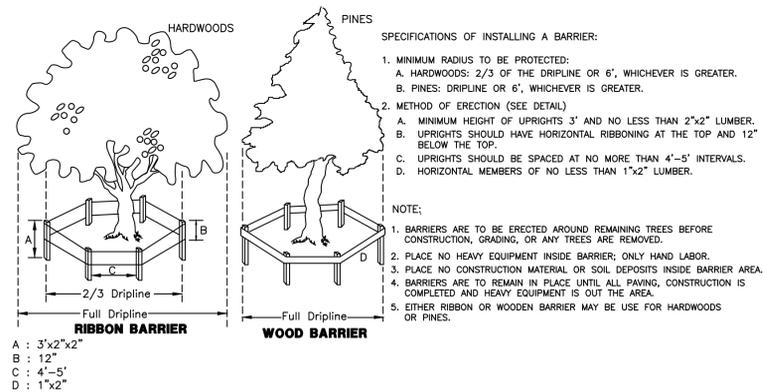
NTS

- TREE PLANTING NOTES:**
1. REMOVE STAKES AND SUPPORT WIRE AFTER ONE COMPLETE GROWING SEASON.
 2. PLANTING HOLES MUST BE SLOPED (NOT COMPACTED) AND A MINIMUM OF 18-24 INCHES WIDER THAN THE DIAMETER OF THE ROOT BALL.
 3. TREES SHALL BE INSTALLED SUCH THAT THE TOP OF THE ROOT MASS IS LEVEL WITH THE SURFACE OF THE PLANTING HOLE.
 4. TO PREVENT FUNGAL INFECTION, MULCH SHALL BE PULLED BACK A FEW INCHES FROM THE BASE OF NEW TREES.
 5. IF SOIL AMENDMENTS ARE NECESSARY, A SUITABLE SOIL MIXTURE SHALL BE USED IN THE ENTIRE PLANTING AREA (NOT JUST THE PLANT PIT) TO A DEPTH CONSISTENT WITH THE ROOT DEVELOPMENT OF THE PROPOSED PLANT MATERIAL.
 6. ALL REQUIRED LANDSCAPING SHALL BE FLORIDA GRADE #1 OR BETTER.



TREE PLANTING DETAIL

NTS



PROTECTIVE BARRIER DETAIL

NTS

LANDSCAPE AND IRRIGATION NOTES AND SPECIFICATIONS

1. ALL PROPOSED LANDSCAPING SHALL BE FLORIDA GRADE #1 OR BETTER.
2. ALL MINIMUM STANDARDS PER THE LOCAL LAND DEVELOPMENT CODE SHALL BE FOLLOWED. HIGHER STANDARDS SUCH AS HEIGHT, CALIPER OR DBH MAY BE SPECIFICALLY CALLED OUT ON THE PLAN AND SHALL BE INSTALLED PER THAT SPECIFICATION.
3. PRUNING OF EXISTING TREES MAY BE REQUIRED AND SHALL BE DONE IN A MANNER IN ACCORD WITH GOOD PRACTICE AND LOCAL CODES.

SD = SHOP DRAWING REQUIRED REFER TO STANDARD NOTES FOR CONDITIONS

LANDSCAPE CODE DETAILS

SCALE: NONE

FOR: **FLAGSHIP BANK**

PROJECT: **FLAGSHIP BANK**
 ALT. U.S. 19 & MERES BLVD.
 TARPON SPRINGS, FLORIDA

FOR: **FLAGSHIP BANK**

STATE CERT. OF AUTH. #0008422

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 www.ozonaeng.com

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Gary A. Boucher, PE# 22885

NO.	DATE	REVISIONS

SHEET #:

CL1.2

PROJECT #: --
 ORIG. DATE: --
 DRAWN BY: AVF
 SCALE: AS SHOWN

RESOLUTION No. 2021 - 49

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, AUTHORIZING CHANGES IN THE ORGANIZATION OF THE BUILDING DEVELOPMENT, CULTURAL & CIVIC SERVICES, INFORMATION TECHNOLOGY, POLICE, PUBLIC SERVICES, PUBLIC WORKS, UTILITY BILLING DIVISION OF FINANCE DEPARTMENTS, INCLUDING THE ADDITION OF POSITIONS; COMBINING OF POSITIONS; RECLASSIFICATION AND REGRADING OF POSITIONS; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.

WHEREAS, the City of Tarpon Springs desires to provide the most effective and efficient services to the public; and

WHEREAS, conditions, trends and needs evolve within the Organization and review and assessment of staffing resources is important to ensure continued success; and

WHEREAS, such staffing review and assessment takes into account the most effective organization for operational efficiency; and,

WHEREAS, the City Manager recommends that the proposed changes be made to the City's organizational structure in order to maintain responsive and efficient services; and

WHEREAS, it is requested that the Board of Commissioners approve the changes as recommended.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, THAT:

Section 1. Pursuant to the requirements of Section 16 (d) of the Charter of the City of Tarpon Springs, the City Manager does hereby recommend and the Board of Commissioners does hereby approve, certain changes in the City's organization, as detailed in Sections 3 through 16 of the memorandum attached hereto and incorporated herein by reference.

Section 2. This resolution shall be effective September 30, 2021.



City of Tarpon Springs, Florida

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www.ctsfl.us

MARK G. LECOURIS
CITY MANAGER

AUGUST 24, 2021

TO: MAYOR AND BOARD OF COMMISSIONERS
FROM: MARK G. LECOURIS, CITY MANAGER
SUBJECT: SALARY AND CLASSIFICATION PLAN AMENDMENTS AND PAY INCREASES FOR FY 2022

BACKGROUND:

At the request of the Board of Commissioners city staff conducted a salary survey of competing municipalities. I have reviewed this survey as well as our salary schedule and compensation of non-bargaining unit classifications. Based upon this review, I have summarized my recommendations for salary increases and adjustments that should be made to the salary and classification plan for FY 2022.

RECOMMENDATIONS:

1. **ADJUSTMENT OF SALARY RANGES:** It is recommended that salary ranges for non-bargaining unit classifications (with the exception of the Golf Course – Grades 100 through 160), be adjusted for fiscal year 2022 to provide a 5.0% increase to each pay grade’s minimum and maximum. This recommendation is based on the salary survey’s average of minimums and maximums compared to the City of Tarpon Springs’. (*Attachment 1*)

2. **GENERAL SALARY ADJUSTMENT:**

A. General salary adjustments will be based upon base hourly rates according to the following formula:

Base Hourly Rate	Percent Adjustment to Base Hourly Rate
\$13.4832 - \$15.8966	5.0%
\$15.8967 - \$17.7500	4.0%
\$17.7501 and above	3.0%

B. Salary increases will be contingent upon receipt of a satisfactory evaluation of employee performance, in accordance with existing City policy.

C. Increases will not apply to employees in Golf Course Grades 100 through 160.

D. Increases will not apply to employees covered by a collective bargaining agreement.

- E. Salary increases may be up to but not exceeding the range for the position grade.
- F. Increases will apply to those probationary employees who started employment on or before March 31, 2021.
- G. Increases will not apply to those probationary employees who started employment April 1, 2021 and thereafter.
- H. The increase for City Clerk & Collector, City Manager and Internal Auditor should be determined in accordance with the same matrix used for other General Employees in Section 2.A.

3. **SPECIFIC WAGE GRADE ADJUSTMENTS:** The following Wage Grade changes are being proposed without the customary regrade increases. These adjustments are needed to maintain the integrity and consistency of the overall salary plan, in addition to raising the minimum hiring rate for the City.

Current Wage Grade	Proposed New Wage Grade	Positions and Numbers Affected
6	7	All Grade 6 positions moved to Grade 7 <i>(Minimum City hiring wage of \$13.5872)</i> All Library Assistant I's changed to Library Assistant II's (7) Custodian (4) Recreation Leader (10) School Crossing Guard (6) Ticket Services Representative (3) TOTAL – 30 positions

4. **ESTABLISH THE FOLLOWING NEW POSITIONS:**

A. **CONSTRUCTION FIELD INSPECTOR:** Building Development Department. Wage Grade 15 – Proposed Salary Range \$41,755 - \$67,268. *(Attachment 2)*

B. **PUBLIC SERVICES ASSISTANT DIRECTOR:** Public Services Department – Wage Grade 26 – Proposed Salary Range \$74,415 - \$115,051. *(Attachment 3)*

C. **SUSTAINABILITY COORDINATOR:** Public Services Department – Wage Grade 17 – Proposed Salary Range \$46,035 - \$74,164. *(Attachment 4)*

D. **TECHNICIAN II – PARKS AND PARKWAYS:** Public Works Department - Wage Grade 8 – Proposed Salary Range \$29,674 - \$47,807 *(Attachment 5)*

E. CYBER SECURITY ENGINEER: - IT Department – Wage Grade 24 – Proposed Salary Range \$64,776 - \$104,355. (Attachment 6)

5. REGRADE THE POSITION OF UTILITY BILLING TECHNICIAN II: Move the position of *Utility Billing Technician II* (Wage Grade 10) to Wage Grade 11 with the incumbent to receive a 5% increase for the regrade in addition to the annual wage increase. (Attachment 7)

6. REGRADE THE POSITION OF BILLING TECHNICIAN II/DIVISION COORDINATOR: Regrade the position of *Billing Technician II/Division Coordinator* from Wage Grade 12 to Wage Grade 14 with the incumbent to receive a 5% increase for the regrade in addition to the annual wage increase. (Attachment 7)

7. RE-TITLE AND AMEND THE JOB DESCRIPTION OF METER READER/UTILITY BILLING TECHNICIAN I: Change the title and amend the job description of the *Meter Reader/Utility Billing Technician I* to *Utility Billing Technician I* to reflect the current duties of the position. (Attachment 7)

8. RECLASSIFY THE POSITION OF POLICE COMPUTER COORDINATOR: Reclass the *Police Computer Coordinator* position (Wage Grade 20) to *IT Enterprise Administrator* (Wage Grade 22 Salary Range \$58,754 - \$94,653), with the incumbent to receive a 10% increase for the reclassification in addition to the annual wage increase. (Attachment 8)

9. REGRADE THE POSITION OF GIS MAPPING TECHNICIAN: Move the position of *GIS Mapping Technician* (Wage Grade 14) to Wage Grade 17 Salary Range \$46,035 - \$74,164, with the incumbent to receive 15% for the regrade in addition to the annual wage increase. (Attachment 8)

10. ONE-TIME PAY ADJUSTMENTS WITHIN WAGE GRADE: Based on the salary survey and current market conditions the following one-time wage adjustments are needed: (Attachment 9)

NAME	POSITION	CURRENT HOURLY RATE	PROPOSED HOURLY RATE	INCREASE
Garner, J.	Water Plant Operator A	\$20.5696	\$23.6550	15%
Douglas, J.	Water Plant Operator B	\$18.6492	\$21.4466	15%
Claunch, R.	Lead Water Plant Operator A	\$24.9454	\$27.4399	10%
Quarterman, L.	Water Plant Operator B	\$20.8595	\$22.9455	10%
Freundel, H.	Water Distribution Tech II	\$21.0021	\$23.1023	10%

11. RECLASSIFICATION OF ONE (1) TECHNICIAN I – PARKS AND PARKWAYS: Reclassify one (1) *Technician I – Parks and Parkways* (Wage Grade 7) to *Technician II – Parks and Parkways* (Wage Grade 8) with the incumbent to receive a 5% increase for reclassification in addition to the annual wage increase. (Attachment 10)

12. RECLASSIFICATION OF ONE (1) TECHNICIAN I – STREETS: Reclassify one (1) *Technician I – Streets* (Wage Grade 7) to *Technician II – Streets* (Wage Grade 8) with the incumbent to receive a 5% increase for reclassification in addition to the annual wage increase. (Attachment 11)

13. ESTABLISH A FULL TIME CUSTODIAN POSITION: Combine two (2) vacant part time *Custodian* positions, Wage Grade 7, proposed salary range \$28,261 - \$45,530, to be filled in accordance with City rules. (Attachment 12)

14. APPROVE AN INCREASE IN CITY CONTRIBUTION TO THE GENERAL EMPLOYEES' RETIREMENT PLAN:
Approve a change in City contribution to the General Employees' Retirement Plan from 8.7% to 9.0%.
(Attachment 12)

15. EFFECTIVE DATE: All changes adopted will be effective September 30, 2021.

Attachments:

1. Recommended Salary Schedule for FY 2022
2. Building Development Department *Construction Field Inspector* Job Description
3. Public Services Department Memorandum and *Public Services Assistant Director* Job Description
4. Public Services Department Memorandum and *Sustainability Coordinator* Job Description
5. Public Works Department *Technician II – Parks & Parkways* Job Description
6. IT Department *Cyber Security Engineer* Job Description
7. Finance Department Memorandum and *Utility Billing Technician I* Job Description
8. IT Department Memorandum, *IT Enterprise Administrator* and *GIS Mapping Technician* Job Descriptions
9. Public Services Department Memorandum RE One-time Pay Adjustments
10. Park & Parkways Memorandum concerning Reclassification
11. Streets & Stormwater Memorandum concerning Reclassification
12. Public Works Department Memorandum re Full Time Custodian position
13. Finance Department Memorandum re City Contribution to General Employees' Retirement Plan

Attachment 1

PROPOSED FY 2022 SALARY SCHEDULE - +5% MIN AND MAX

FY 2021 Salary Schedule					Proposed FY 2022 Salary Schedule				
Grade	Annual Minimum	Annual Maximum	Hourly Minimum	Hourly Maximum	Grade	Annual Minimum	Annual Maximum	Hourly Minimum	Hourly Maximum
100	\$ 17,805	\$ 18,429	\$ 11.0000	\$ 11.3000	100	\$ 22,880	\$ 23,504	\$ 11.0000	\$ 11.3000
110	\$ 17,805	\$ 19,885	\$ 11.0000	\$ 12.0000	110	\$ 22,880	\$ 24,960	\$ 11.0000	\$ 12.0000
120	\$ 17,805	\$ 24,045	\$ 11.0000	\$ 14.0000	120	\$ 22,880	\$ 29,120	\$ 11.0000	\$ 14.0000
130	\$ 18,845	\$ 28,413	\$ 11.0000	\$ 16.1000	130	\$ 22,880	\$ 33,488	\$ 11.0000	\$ 16.1000
140	\$ 19,053	\$ 29,562	\$ 11.0000	\$ 16.1500	140	\$ 22,880	\$ 33,592	\$ 11.0000	\$ 16.1500
150	\$ 21,386	\$ 33,732	\$ 11.0000	\$ 16.2174	150	\$ 22,880	\$ 33,732	\$ 11.0000	\$ 16.2174
160	\$ 22,309	\$ 35,941	\$ 11.0000	\$ 17.2791	160	\$ 22,880	\$ 35,941	\$ 11.0000	\$ 17.2791
3	\$ 22,880	\$ 35,673	\$ 11.0000	\$ 17.1506	3	\$ 24,024	\$ 37,457	\$ 11.5500	\$ 18.0081
4	\$ 23,251	\$ 37,457	\$ 11.1782	\$ 18.0082	4	\$ 24,413	\$ 39,330	\$ 11.7371	\$ 18.9086
5	\$ 24,413	\$ 39,330	\$ 11.7372	\$ 18.9087	5	\$ 25,634	\$ 41,297	\$ 12.3241	\$ 19.8541
6	\$ 25,634	\$ 41,297	\$ 12.3240	\$ 19.8541	6	\$ 26,916	\$ 43,361	\$ 12.9402	\$ 20.8468
7	\$ 26,916	\$ 43,362	\$ 12.9402	\$ 20.8472	7	\$ 28,261	\$ 45,530	\$ 13.5872	\$ 21.8896
8	\$ 28,261	\$ 45,531	\$ 13.5871	\$ 21.8898	8	\$ 29,674	\$ 47,807	\$ 14.2665	\$ 22.9843
9	\$ 29,673	\$ 47,806	\$ 14.2661	\$ 22.9835	9	\$ 31,157	\$ 50,196	\$ 14.9794	\$ 24.1327
10	\$ 31,159	\$ 50,197	\$ 14.9801	\$ 24.1330	10	\$ 32,717	\$ 52,707	\$ 15.7291	\$ 25.3397
11	\$ 32,716	\$ 52,707	\$ 15.7289	\$ 25.3399	11	\$ 34,352	\$ 55,342	\$ 16.5153	\$ 26.6069
12	\$ 34,352	\$ 55,342	\$ 16.5156	\$ 26.6069	12	\$ 36,070	\$ 58,109	\$ 17.3414	\$ 27.9372
13	\$ 36,070	\$ 58,110	\$ 17.3415	\$ 27.9373	13	\$ 37,874	\$ 61,015	\$ 18.2086	\$ 29.3342
14	\$ 37,873	\$ 61,014	\$ 18.2082	\$ 29.3337	14	\$ 39,767	\$ 64,065	\$ 19.1186	\$ 30.8004
15	\$ 39,766	\$ 64,064	\$ 19.1184	\$ 30.8002	15	\$ 41,755	\$ 67,268	\$ 20.0743	\$ 32.3402
16	\$ 41,756	\$ 67,269	\$ 20.0748	\$ 32.3407	16	\$ 43,843	\$ 70,632	\$ 21.0785	\$ 33.9577
17	\$ 43,843	\$ 70,633	\$ 21.0785	\$ 33.9580	17	\$ 46,035	\$ 74,164	\$ 22.1324	\$ 35.6559
18	\$ 46,035	\$ 74,164	\$ 22.1323	\$ 35.6559	18	\$ 48,337	\$ 77,872	\$ 23.2389	\$ 37.4387
19	\$ 48,337	\$ 77,872	\$ 23.2391	\$ 37.4383	19	\$ 50,754	\$ 81,765	\$ 24.4011	\$ 39.3102
20	\$ 50,754	\$ 81,766	\$ 24.4008	\$ 39.3106	20	\$ 53,291	\$ 85,854	\$ 25.6208	\$ 41.2761
21	\$ 53,291	\$ 85,853	\$ 25.6209	\$ 41.2757	21	\$ 55,956	\$ 90,146	\$ 26.9019	\$ 43.3395
22	\$ 55,956	\$ 90,146	\$ 26.9019	\$ 43.3393	22	\$ 58,754	\$ 94,653	\$ 28.2470	\$ 45.5063
23	\$ 58,753	\$ 94,653	\$ 28.2466	\$ 45.5061	23	\$ 61,691	\$ 99,385	\$ 29.6589	\$ 47.7814
24	\$ 61,691	\$ 99,386	\$ 29.6593	\$ 47.7816	24	\$ 64,776	\$ 104,355	\$ 31.1423	\$ 50.1707
25	\$ 64,776	\$ 104,357	\$ 31.1421	\$ 50.1715	25	\$ 68,014	\$ 109,575	\$ 32.6992	\$ 52.6801
26	\$ 68,014	\$ 109,572	\$ 32.6991	\$ 52.6789	26	\$ 71,415	\$ 115,051	\$ 34.3341	\$ 55.3128
27	\$ 71,415	\$ 115,053	\$ 34.3343	\$ 55.3138	27	\$ 74,986	\$ 120,805	\$ 36.0510	\$ 58.0795
28	\$ 74,986	\$ 120,805	\$ 36.0510	\$ 58.0793	28	\$ 78,735	\$ 126,845	\$ 37.8536	\$ 60.9833
B1	\$ 74,986	\$ 120,805	\$ 36.0510	\$ 58.0793	B1	\$ 78,735	\$ 126,845	\$ 37.8536	\$ 60.9833
B2		Retainer			B2		Retainer		
B3	\$ 62,089	\$ 100,028	\$ 29.8504	\$ 48.0902	B3	\$ 65,193	\$ 105,029	\$ 31.3429	\$ 50.4947
B4	\$ 104,447	\$ 168,267	\$ 50.2149	\$ 80.8975	B4	\$ 109,669	\$ 176,680	\$ 52.7256	\$ 84.9424

All Minimums are adjusted by 5.0%

All Maximums are adjusted by 5.0%

Grades 100 - 160 (Golf Course) Unchanged (except by FL minimum wage statute)

**CITY OF TARPON SPRINGS
JOB DESCRIPTION**

JOB TITLE: CONSTRUCTION FIELD INSPECTOR
DEPARTMENT: BUILDING DEVELOPMENT
REPORTS TO: BUILDING DEVELOPMENT SUPERVISOR
DEPARTMENT HEAD: BUILDING DEVELOPMENT DIRECTOR
FLSA STATUS: NON-EXEMPT
CIVIL SERVICE: YES
ORIGINATION: MARCH 2021

GENERAL STATEMENT OF JOB

Under limited supervision, performs professional work conducting plan review and field inspections of commercial and residential infrastructure. Monitors all phases of projects for compliance with plans, specifications, various standards, and regulations for; sanitary, storm and water main installation, retention/detention ponds, new streets, curb, sidewalk and roadway improvements. Coordinates with contractors to ensure the successful completion of projects. Frequently interacts with the public to communicate project objectives and progress.

ESSENTIAL FUNCTIONS

1. ADMINISTRATIVE AND OPERATIONAL FUNCTIONS

- 1.1 Perform construction plan review of public and private development projects to ensure compliance with City codes and ordinances.
- 1.2 Inspects moderately complex road construction, checks plans for proposed construction, confers with builders to ensure county standards are met, and makes written reports;
- 1.3 Assists contractors and engineers in interpreting City Standard Details and Technical Specifications, checks layout and grades of structures or materials, makes arrangements for tests by approved laboratories, makes progress reports, and updates plans to show field changes reflecting final as-builts;
- 1.4 Attends and participates in the City's Technical Review Committee
- 1.5 Reviews site plans with contractors prior to construction and inspects work for compliance with approved plans, specifications, and requirements;
- 1.6 Inspects sewer construction projects, checks and verifies vertical and horizontal controls conform to construction plans, and inspects to ensure construction practices and workmanship meet specifications;
- 1.7 Inspects water and sewer line installations performed by contractors to verify work and materials meet City requirements and utility system specifications;
- 1.8 Inspects utility installations to determine compliance with approved permits and plans including, , , potable water, reclaim water, , backflow prevention and cross connection, and sewage or storm sewer piping;
- 1.9 Inspects and reports on commercial and residential cross connections, determines locations for water taps, meters, and backflow prevention devices, and maintains files on backflow prevention device tests;
- 1.10 Acts as liaison between designers and contractors for building projects, reviews plans and specifications to ensure accuracy in construction, and takes samples of construction materials for laboratory tests, coordinate with site foremen to discuss project activities.
- 1.11 Observe the maintenance of MOT and OSHA safety requirements.
- 1.11 Commercial/Residential NPDES inspections and reports.

- 1.12 Required to serve as post storm responder or after hour emergencies for division as assigned.
 - 1.13 Frequently interacts with outside agency employees, contractors and the public to ensure the successful accomplishment of project objectives.
 - 1.14 Investigates and defines problem areas, recommending solutions or courses of action in regards to site safety.
 - 1.15 Monitors activities of various County and State agencies, City policies and ordinances.
 - 1.16 Coordinates public relations with residents and businesses affected by various Projects.
 - 1.17 Performs all other related duties as required.
2. Knowledge, Skills and Abilities
- 2.1 Knowledge of principles, methods, and materials used in public works construction including road, utility, and marine construction;
 - 2.2 Knowledge of principles of civil engineering related to general construction;
 - 2.3 Knowledge of regulations related to public works and utilities construction;
 - 2.4 Knowledge of local, state, and federal drinking, and reclaimed water regulations;
 - 2.5 Knowledge of cross connection and backflow prevention.
 - 2.6 Skill in enforcing regulations with tact and uniformity.
 - 2.7 Ability to read and interpret civil engineering and construction blueprints, drawings, plans, and specifications;
 - 2.8 Ability to make detailed technical inspections and enforce regulations firmly, tactfully, and impartially;

EDUCATION / EXPERIENCE

Minimum Preferred Education: Associates Degree in Construction Management or related field or any equivalent combination of education, training or experience.

Minimum Experience Level: Two years of experience in public works, utilities, or building construction or an equivalent combination of education, training, and/or experience.

Preferred Certifications/Licenses:

- Water Distribution License
- Wastewater Distribution System Operator Certification
- Stormwater Operator Certification
- OSHA Certification
- MOT Certification
- Florida Stormwater, Erosion, and Sedimentation Control Inspector

An equivalent combination of training and experience may be substituted at the City's discretion, for required education, certification, and/or experience.

LICENSURE

Must possess and maintain a valid Florida Driver's License.

ADMINISTRATIVE SKILLS

Computer Skills
Input data into computer programs
Compose letters

Communication Skills
Answer telephones
Coordinate meetings

GENERAL OFFICE EQUIPMENT/MACHINERY OPERATIONS

City computer/l-pad
 Calculator
 Maintain logs
 Develop office procedures

Photocopier
 Fax

Motor vehicle operations
 Research information

WORKING CONDITIONS/ENVIRONMENT

Contact with persons under a wide variety of circumstances.
 Subject to varying and unpredictable situations.
 Subject to many interruptions.
 Occasional pressure due to multiple calls and inquiries.
 Local travel required.

The work environment/conditions characteristics described herein are representative of those an employee encounters while performing the essential functions of this job and are not an all inclusive list.

PHYSICAL DEMANDS: The following list is not exhaustive; it merely provides some of the physical duties of the position.

The following list is not exhaustive; it merely provides some of the physical duties of the position.

Requires full range of body motion including:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Sit			X	
Stand			X	
Walk			X	
Bend		X		
Squat		X		
Crawl		X		
Climb height 20 ft.		X		
Reach above shoulder level			X	
Crouch		X		
Balance		X		
Kneel		X		
Verbal Communications				X
Written Communications				X
Hearing ordinary conversation				X
Near & Far Acuity-ability to see clearly at 20 inches or less and 20 feet or more				X
Peripheral Vision, Distinguish colors, and Depth Perception				X

Job Requires Coordination For Repetitive Action:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
In operating foot controls Right			X	
Left			X	
In simple and firm grasping: Right			X	
Left			X	
In fine manipulating: Right			X	
Left			X	

Job Requires Ability to Lift, Push, Pull and/or Carry:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Up to 10 lbs.				X
Up to 24 lbs.			X	
Up to 34 lbs.		X		

JOB LOCATION:

City Hall, frequent local field investigations and meetings.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee's Signature

Date

Print Name



Public Services Department

Memorandum

Date: July 15, 2021
To: Mark LeCouris, City Manager
From: Paul Smith, Public Services Director
Subject: FY22 Priority Staffing Need: Public Services Assistant Director

Recommendation

It is recommended to return to the budget the position of Public Services Assistant Director as a priority. This was a previously budgeted position that was promoted to a department head in a new department and the position and was never filled. This position would be funded as it was before through the water and sewer enterprise fund. Below is a summary of the proposed position:

Position	Public Services Assistant Director
Wage Grade	26
Salary Range (as of 7/15/21)	\$68,014 - \$109,572
Funding Source	Water and Sewer enterprise fund
Primary Duties	Administration, continuity, and succession planning for the Public Services Department. Utilities administration, customer service, environmental programs (including sustainability), compliance, capital projects study/planning/completion.

Background

I have evaluated our department staffing needs and am providing you my recommendation on a high priority need for our department to fulfill a vital and currently vacant role of administration, continuity, and succession planning: a Public Services Assistant Director position.

By way of background, I first joined the City in the position of Public Services Administrator. This position was essentially the position I am recommending and was an important opportunity to complete high level administrative work, special projects (such as the planning and grant acquisition for the RO Water Facility) and studies - all while developing specific, hands on experience for the role of Public Services Director.

At one time (circa 2009), the Public Services Department had the following administrative positions. While there were responsibilities that were subsequently transferred to the Public Works department, there were other responsibilities added, including planning, building, operating and maintaining our own water treatment plant – a significant level of service addition for our customers.

Prior Public Services Department Administration Positions (2009)

1. Public Services Director (Juan Cruz)
2. Assistant Public Services Director (Paul Smith)
3. Public Services Program Manager (Bob Robertson)

Since that time, the director retired and I was promoted to the position. Bob Robertson was subsequently promoted to lead the new Project Administration Department. That leaves the current administration positions for the Public Services Department as follows:

Current Public Services Department Administration Positions (2019)

1. Public Services Director (Paul Smith)

I recommend that there be a 2nd in Command structure for administration, continuity, and succession planning. The Public Services Assistant Director would fulfill this role while also providing additional administrative capacity to perform roles in the areas of sustainability, utilities administration, customer service, environmental programs, compliance, and capital projects study/planning/completion.

Attachment:

Job description for Public Services Assistant Director

**CITY OF TARPON SPRINGS
JOB DESCRIPTION**

JOB TITLE: PUBLIC SERVICES ASSISTANT DIRECTOR
DEPARTMENT: PUBLIC SERVICES DEPARTMENT
REPORTS TO: PUBLIC SERVICES DIRECTOR
FLSA STATUS: EXEMPT
LAST REVISION: July 7, 2021

GENERAL STATEMENT OF JOB

Under the administrative direction of the Public Services Director, performs highly responsible professional and technical work in the planning and directing of programs and projects within the Public Services Divisions. With an emphasis on water and sewer utilities and sustainability responsibilities, directs, coordinates, and oversees operational/administrative phases of the various departments under the Director of Public Services position including utilities, golf-course, recreation, cemetery, customer service, capital planning, and environmental programs. Researches, develops and analyzes various complex projects for required reporting and presentation.

ESSENTIAL FUNCTIONS

1. OPERATIONS/ADMINISTRATION

- 1.1. Implements directives and policies issued by the Director of Public Services. Reviews for improvement existing policies or development of new recommendations for Director as assigned.
- 1.2. Ensures that all divisions under the responsibility of the Director of Public Services reliably execute all city resolutions, ordinances, policies and regulations.
- 1.3. Reviews operations to ensure department activities consistently meet City Manager's office requirements and those of the departments, including Procurement, Finance, Human Resources, City Clerk, and IT.
- 1.4. Performs duties of Public Services Director in his/her absence.
- 1.5. Required to assist Director in support of Emergency Management functions in the event of a declared emergency, including staffing of the City Emergency Operations Center during emergency events when required by the City Manager.
- 1.6. Assists in the preparation of the annual departmental budgets, capital budgets and capital programs, as directed.
- 1.7. Regularly reviews and updates strategic planning of utilities CIP for changes in regulations, needs, priorities, or other conditions and reviews associated implementation effectiveness.
- 1.8. Prepares recommendations and backup for Director's submittal of Board agenda items as assigned
- 1.9. Reviews department operations for recommended improvements as assigned, including review of utilities operational efficiencies and opportunities to improve same.
- 1.10. Creates professional reports through utilization of computer generated graphs and charts for analysis of departmental operations and document information for administrative decision-making.
- 1.11. Creates, coordinates and implements projects and programs, as may be required.
- 1.12. Researches, develops and analyzes projects as may be required for reporting and presentation.
- 1.13. Researches, reviews, prepares and submits accurate complex technical feasibility studies, needs analysis, correspondence, and reports.
- 1.14. Prepares reports on action taken as result of directives, as requested.

- 1.15. Provides direction and leadership for the City's safety program.
- 1.16. Attends and participates in a variety of boards and committees and professional organizations.
- 1.17. Performs technical field inspections of department sites and operations to be aware of current projects and operational problems, as directed.
- 1.18. Reviews and evaluates reports from Department Heads/Supervisors and recommends revisions and/or further research.

2. STAFF MANAGEMENT

- 2.1. Directs, monitors, and evaluates the activities of assigned department Supervisor(s).
- 2.2. Supervises staff through both functional and line authority and collaborates with and assists department heads engaged in tasks necessary to the smooth operation of the Public Services Department.
- 2.3. Provides leadership example for department staff with regard to public contact, budget maintenance, work ethics, report preparation, etc.
- 2.4. Effectively resolves employee problems, selects new employees for recommended hire; trains and evaluates subordinates; and approves transfers/promotions disciplinary actions and discharges.
- 2.5. As assigned, reviews and recommends organizational changes of the department in keeping with evolving needs, responsibilities, and priorities.

3. SUSTAINABILITY FUNCTIONS

- 3.1. Assists the Director in Citywide sustainability initiatives, including attending Sustainability Committee meetings and related actions and reporting.
- 3.2. Assists the Sustainability Committee through research, review, and reporting of complex sustainability topics, including technical feasibility studies, needs analysis, correspondence, and reports.
- 3.3. Tracks and implements associated department local actions and outcomes as developed in the City's Sustainability Action Plan.
- 3.4. Performs department sustainability greenhouse gas emissions inventory, energy use, water use, and waste reduction efficiency evaluations and reports for sustainability metrics.
- 3.5. Participates as department liaison in citywide sustainability team meetings, initiatives, evaluations, grant applications, and reporting.

4. PUBLIC RELATIONS

- 4.1. Responds to citizen inquiries and complaints in a timely and courteous manner.
- 4.2. Confers with the public to work out special problems and to address specific concerns.
- 4.3. Administers through subordinate personnel, such functions as public safety, health, and welfare.
- 4.4. Ensures that all employees are cognizant of creating good public relations in the performance of their duties.
- 4.5. Coordinates programs with other city departments and governmental agencies.

5. PERFORMS ALL OTHER DUTIES AS REQUIRED.

- 5.1. Attends and participates in conferences, meetings and work sessions on behalf of Public services Director.
- 5.2. Performs all other duties as required in assisting the Director of Public Services and the City Manager in general in effectively carrying out his/her assigned essential functions.

QUALIFICATIONS:

LICENSURE

Valid Florida Drivers' License
Professional Engineer license in the State of Florida preferred

EDUCATION

Minimum education requirement: Bachelor's degree in public administration, business, engineering or a related field. Degree in engineering or environmental sciences preferred.

Preferred education level: Master's degree.

EXPERIENCE

Minimum experience/management requirement: Three years supervisory/management experience in technical public works, public utilities areas.

Preferred experience level: Three years supervisory/management level experience in the public sector.

Combination of training and experience may be substituted at the City's discretion for required education, experience and/or management experience.

ADMINISTRATIVE SKILLS

General Office Skills

Compile statistics
Research information
Balance figures
Proofread documents

Communication Skills

Compose letters
Coordinate meetings
Interview others
Present to Boards & Committees

Computer Skills

Input data into computer programs
Use computerized spreadsheets to conduct analysis
Use computer packages to prepare graphics/charts
Use desktop publishing software

EQUIPMENT, MACHINES & TOOLS USED

General Office Equipment

Calculator
Personal Computer
Fax
Photocopier

Tools/Machines

Motor vehicle operations

WORKING CONDITIONS

Contact with persons under a wide variety of circumstances.
Subject to varying and unpredictable situations.
Subject to many interruptions.
Subject to irregular hours.
Occasional pressure due to multiple calls and inquiries.
Occasional exposure to unpleasant elements (accidents, injuries and illness).

PHYSICAL DEMANDS: The following list is not exhaustive, it merely provides some of the physical duties of the position.

Requires full range of body motion including:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Sit			✓	
Stand			✓	
Walk			✓	
Bend		✓		
Squat		✓		
Crawl		✓		
Climb height 40 ft.		✓		
Reach above shoulder level		✓		
Crouch		✓		
Balance		✓		
Kneel		✓		
Verbal Communications				✓
Written Communications			✓	
Hearing ordinary conversation				✓
Near & Far Acuity-ability to see clearly at 20 inches or less and 20 feet or more				✓
Peripheral Vision, Distinguish colors, and Depth Perception			✓	

Job Requires Coordination for Repetitive Action:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
In operating foot controls Right		✓		
Left		✓		
In simple grasping: Right			✓	
Left			✓	
In firm grasping: Right		✓		
Left		✓		
In fine manipulating: Right			✓	
Left			✓	

Job Requires Ability to Lift/Carry and/or Push/Pull:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Up to 34 lbs.		✓		

JOB LOCATION:

While many of the duties involved with this position are considered "office work", some travel in the City to inspect sites or meet with citizen(s).

Department Head's Signature

Employee's Signature

Date

Print Name



MARK G. LeCOURIS
CITY MANAGER

City of Tarpon Springs, Florida

CITY MANAGER'S OFFICE

324 E. PINE STREET
P.O. BOX 5004
TARPON SPRINGS, FL 34688-5004
(727) 938-3711

Draft

MEMORANDUM

Updated August 13, 2021

TO: Honorable Mayor and Board of Commissioners
FROM: Mark G. LeCouris, City Manager
SUBJECT: Proposed Sustainability Coordinator Position Description

SUMMARY:

I have prepared a final draft of the Sustainability Coordinator position description that will best fit within our organization and deliver results for the City's Sustainability framework and actions. My recommendation includes the input from the Board of Commissioners, Sustainability Committee, Budget Advisory Committee, and City staff, plus my own research speaking with various City Managers of surrounding communities with Sustainability positions.

I propose that you approve the description and we add this position to the FY22 budgeted positions for filling.

BACKGROUND

I developed a draft Sustainability Coordinator position description for review by the Sustainability Committee in their recent July 15, 2021 meeting. That position description was presented and the Committee provided line and strike edits to the description. I have reviewed those comments and the accompanying memorandum from the Sustainability Committee. My recommended final edits to the position description mark-up were reviewed with the Sustainability Committee one final time at their recent August 11, 2021 meeting. There were some minor edits suggested at the meeting for some of the essential functions and those have been incorporated into this final draft.

With the direction from the Board, I propose that this position report to the Public Services Director and be graded as a Wage Grade 18, with a current minimum of \$46,035 and a maximum of \$75,234. *This is actually proposed to be graded higher than the current average of salary ranges for the similar position in the cities of Clearwater, Dunedin and Oldsmar.*

ATTACHMENTS

- Sustainability Coordinator Job Description

**CITY OF TARPON SPRINGS
JOB DESCRIPTION**

JOB TITLE: SUSTAINABILITY COORDINATOR
DEPARTMENT: PUBLIC SERVICES DEPARTMENT
REPORTS TO: PUBLIC SERVICES DIRECTOR
FLSA STATUS: NON-EXEMPT
CIVIL SERVICE: YES
LAST REVISION: AUGUST 11, 2021

GENERAL STATEMENT OF JOB

Responsible professional work in strategic planning, coordinating, monitoring, and reporting to maintain the City's policies, programs, and initiatives that promote local environmental, energy, economic, and social sustainability. Under direction of the Public Services Director, this position will work with City staff, department directors, and elected officials to better evaluate, prioritize and integrate long-term economic, environmental, and social considerations into City plans, actions, and expenditures.

Incumbent implements and updates the sustainability action plan by focusing on the City's triple bottom line of economic prosperity, environmental quality, and social justice. Works with City departments to continuously reduce the environmental impacts of City facilities, operations, and services, embedding sustainability into departmental level strategies and mandates. Establishes and fosters collaboration with leaders in the nonprofit and academic communities, the private sector, the Federal government, the State of Florida, regional entities, Pinellas County and local governments throughout Pinellas County and Central Florida in matters relating to sustainability. Works within the community to empower every resident of the city, regardless of social demographics or economic means, by both listening to and informing city residents of practical and attainable ways to live sustainably. Works closely with many internal and external stakeholders, including working with the Sustainability Committee, various city departments, and local businesses and citizenry. Performs related administrative work as required. May perform other professional work as assigned. A wide degree of creativity and latitude is expected.

ESSENTIAL FUNCTIONS

Following are essential functions for the position and include but are not limited to:

1. Promotes the use of methods, systems, and materials that are harmonious with land, water, energy natural resources and natural cycles.
2. Reviews, prioritizes and prepares recommended studies, actions, policies, projects, or programs to reduce the impacts of a changing climate, including sea-level rise, extreme rainfall, extreme heat events, droughts, flooding and storms, which threaten current community priorities, human wellbeing, property, infrastructure, and natural resources and works with City staff and others to fund these efforts.
3. Facilitates actions to address rising sea levels, intense rainfall and other climatic stressors that will compromise crucial drainage infrastructure and drinking water supplies (through saltwater intrusion into rivers and the aquifer).
4. Works to reduce greenhouse gas emissions, increase energy efficiency, conserve water, reduce waste, and utilize environmentally responsible products and technologies within the City and Community via baseline and ongoing data collection and implementing action plans, including a plan to reduce GHG emissions from city fleet.
5. Develops for approval draft policy measures to promote sustainability.
6. Works with stakeholders to develop and adopt sustainable practices by businesses and secure state and federal grants to fund adaptation efforts for local businesses.
7. Seeks to apply the economic benefits of sustainability measures to operational efficiency, the tourism economy, and overall community economic health; and encourages the growth of green jobs within the City of Tarpon Springs.

8. Organizes, prepares, participates, and performs follow up work for meetings as a staff liaison for sustainability matters, including Committee meetings, Board meetings, cohort meetings, and neighborhood civic meetings.
9. Develops training or presentation materials for various City departments or civic groups.
10. Applies for local, state, and federal government sustainability related grants and programs.
11. Coordinates and collaborates with Departments and partners on the implementation of sustainability policies, plans, programs, and initiatives.
12. Evaluates and reviews the effectiveness of sustainability policies, plans, programs, and initiatives.
13. Evaluates policies, plans, programs, and initiatives generated by city departments or the Board of Commissioners to determine effect on the city sustainability.
14. Establishes, fosters, and develops strong relationships for the benefit of the City and its sustainability programs.
15. Coordinates, organizes, and assists in the scheduling of staff and volunteers; engages and interacts with the public and other organizations.
16. Develops brochures, newsletters, and other printed and visual materials for distribution and/or presentation.
17. Develops, coordinates, and conducts educational programs including workshops and public events related to sustainability initiatives.
18. Utilizes basic principles of land, water, fish, wildlife, and other natural resources research in daily work.
19. Applies scientific principles of ecology, resource management, waste prevention, statistical methods, chemical reactions, basic toxicology, and risk assessment / risk management.
20. Utilizes geolocation and geo-referencing software applications and other computer software, including Geographic Information System (GIS) programs.
21. Collects and compiles data related to the sustainability metrics of people, planet, and prosperity. Examples may include greenhouse gas emissions, waste production, recycling, energy and water usage, environmental conditions, public health conditions, equity, etc.
22. Analyzes and evaluates data to reach sound conclusions.
23. Using technical resources as needed, reviews, checks, and interprets scientific and environmental reports.
24. Analyzes situations and takes appropriate actions. Keeps supervisor informed of any problems or issues that require immediate attention.
25. Prepares clear, complete, and technically accurate reports.
26. Reviews and understands technical research reports on emerging public health and environmental issues.
27. Tracks laws and regulations that might affect the City's sustainability policies and prepares strategic plans, updates, and reports for recommended action or information.
28. Works with a variety of staff and outside contacts to accomplish results.
29. Prepares and tracks budgets for assigned sustainability programs and projects.
30. Plans, evaluates, monitors, coordinates and supervises the work of any assigned employees or volunteers engaged in the sustainability program.
31. Assists in the preparation and evaluation of Requests for Qualifications (RFQs) or Proposals (RFPs) for professional services related to sustainability activities; manages consultant contracts and projects as assigned.
32. Works through Sustainability Action Plan framework with City staff and other stakeholders.
33. Performs all other duties as required.

QUALIFICATIONS:

LICENSURE AND CERTIFICATION

Valid Florida Driver’s License required.

Sustainability related credentials such as GRI, LEED, SASB, ISSP, a University-based Certification Program, or other related credentials are preferred and encouraged with this position.

EDUCATION

Bachelor’s Degree from an accredited college or university, preferably with major course work in Public Administration, Urban Planning, Business Administration, or the Natural Sciences, Public Health, or related field required.

EXPERIENCE

Three years or greater progressive experience in sustainability related public education, reporting, projects, policy, program development, and marketing.

Knowledge of State and Federal environmental laws and regulations related to sustainability preferred.

Experience with greenhouse gas inventories and other baselining of energy and water use preferred.

Experience with planning, including comprehensive planning and strategic planning preferred.

Experience with land development codes and review preferred.

Experience with organizing and implementing assigned programs and establishing/maintaining effective working relationships with employees, other governmental agencies, industry and business as required by the work preferred.

A combination of education, training and experience which provides the required skills, knowledge and abilities may be substituted at the City’s discretion for required education and experience.

SPECIALIZED SKILLS

Able to handle multiple projects and competing priorities effectively.

Able to plan, implement and coordinate administrative and sustainability programs.

Able to express ideas clearly and concisely, orally and in writing to groups and individuals.

Able to apply planning knowledge to specific administrative and technical problems.

Able to use technical instruments and equipment and utilize computer applications and software design tools for development of figures, tables, documents, and presentations.

Ability to deliver quality projects and/or plans on time and within budget.

Ability to establish and maintain effective working relationships with employees, contractors, other agencies and the public, as necessitated by the work.

Research and development of policies and plans.

Reading and interpreting ordinances, contracts, construction plans, and legislation.

Establishing and maintaining effective working relationships.

Able to complete work with empathy and inclusivity as core values.

ADMINISTRATIVE SKILLS

General Office Skills

- Compile statistics
- Research information
- Balance figures
- Proofread documents

Communication Skills

- Compose letters
- Coordinate meetings
- Interview others
- Present to Boards & Committees

Computer Skills

Input data into computer programs
 Use computerized spreadsheets to conduct analysis
 Use computer packages to prepare graphics/charts
 Use desktop publishing software

EQUIPMENT, MACHINES & TOOLS USED**General Office Equipment**

Calculator
 Personal Computer
 Fax
 Photocopier

Tools/Machines

Motor vehicle operations

Laboratory/Field Equipment

Sampling equipment and field meters (pH, conductivity, temperature, etc.), survey instruments, data loggers, sampling pumps, water level probes, and other equipment as may be required.

WORKING CONDITIONS

Contact with persons under a wide variety of circumstances.
 Subject to varying and unpredictable situations.
 Subject to many interruptions.
 Subject to irregular hours.
 Occasional pressure due to multiple calls and inquiries.
 Occasional exposure to unpleasant elements (accidents, injuries and illness).

PHYSICAL DEMANDS: The following list is not exhaustive, it merely provides some of the physical duties of the position.

Requires full range of body motion including:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Sit			✓	
Stand			✓	
Walk			✓	
Bend		✓		
Squat		✓		
Crawl		✓		
Climb height 40 ft.		✓		
Reach above shoulder level		✓		
Crouch		✓		
Balance		✓		
Kneel		✓		
Verbal Communications				✓
Written Communications			✓	
Hearing ordinary conversation				✓
Near & Far Acuity-ability to see clearly at 20 inches or less and 20 feet or more				✓

Peripheral Vision, Distinguish colors, and Depth Perception			✓	
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Job Requires Coordination for Repetitive Action:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
In operating foot controls Right		✓		
Left		✓		
In simple grasping: Right			✓	
Left			✓	
In firm grasping: Right		✓		
Left		✓		
In fine manipulating: Right			✓	
Left			✓	

Job Requires Ability to Lift/Carry and/or Push/Pull:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Up to 34 lbs.		✓		

JOB LOCATION:

While many of the duties involved with this position are considered "office work", some travel both within the City and outside of the City can be expected as part of job duties.

The duties and work conditions listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties or conditions does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Department Head's Signature

Employee's Signature

Date

Print Name

**CITY OF TARPON SPRINGS
JOB DESCRIPTION**

JOB TITLE: TECHNICIAN II
DEPARTMENT: PARKS DEPARTMENT
REPORTS TO: PARKS MAINTENANCE SUPERVISOR
DEPT. HEAD: PUBLIC WORKS DIRECTOR
FLSA STATUS: NON-EXEMPT
CIVIL SERVICE: YES
LAST REVISION: DECEMBER 2014

GENERAL STATEMENT OF JOB

Under limited supervision, performs a variety of maintenance duties for parks and parkways including mowing grass, raking, hauling brush/trash, pesticide application, laying bricks, pruning and painting. Preparation and maintenance of playing fields and installation and repair of sprinkler systems, chain link fences and pumps. Must have ability to identify and solve problems with turf and irrigation systems. Performs limited supervisory role with assigned maintenance staff.

ESSENTIAL FUNCTIONS

1. MAINTENANCE/LABOR:
 - 1:1 Performs a variety of general manual maintenance labor which will require light to heavy lifting.
 - 1:2 Performs general custodial tasks, such as cleaning work area and assisting in maintenance and repair of work area.
 - 1:3 Insures safe practices and incorporated in all activities performed.
 - 1:4 Performs variety of unskilled light and heavy labor, consisting of mowing grass, cutting and hauling brush/trash, blowing sidewalks/courts, replaces playing nets, planting trees, shrubs and grass, applies fertilizer and pesticides and pruning.
 - 1:5 Assists in the installation and repair of sprinkler systems and chain link fences.
 - 1:6 Performs carpentry duties such as constructing building enclosures, steps, fences, barricades and signs.
 - 1:7 Utilizes various types of light machinery and equipment including dump truck, mower, weed eater, blower tractor, backhoe, chain saw, shovel and rake.
2. OPERATES AND MAINTAINS EQUIPMENT AND TOOLS IN A SAFE AND EFFECTIVE MANNER:
 - 2:1 Performs light equipment and tool operations for various tools and equipment, such as dump truck, backhoe, chain saw, blower, mower, weed eater, tractor, trencher, shovel, rake, pruning saw and carpenter's tools.
 - 2:2 Performs preventative maintenance on equipment and tools prior to performing assigned duties to include but not limited to safety equipment check and appropriate pre-operation maintenance.
 - 2:3 Prepares and maintains playing fields by dragging and lining fields and spreading clay and filing holes.
3. SUPERVISORY DUTIES:
 - 3:3 Assigns daily duties to assigned staff.
 - 3:2 Reviews work is completed to ensure procedures are properly and safely followed.
 - 3:3 Assists supervisor with operation of Parks Division as required.
4. INTERNAL AND EXTERNAL COMMUNICATIONS:
 - 4:1 Responds to citizen and internal personnel inquiries and complaints in a timely and courteous manner by referring to appropriate supervisory personnel.
5. PERFORMS ALL OTHER DUTIES AS REQUIRED:

QUALIFICATIONS (minimum and preferred):

EDUCATION

High School Diploma or GED Equivalency required.

May require certification in turf maintenance upon hire.

EXPERIENCE

One year of experience in lawn and/or parks maintenance, ball field preparation, irrigation and pesticides preferred.

Six months supervisory experience preferred.

LICENSURE

Valid Florida Drivers' License required.

May require certification of Turf Maintenance or, Pesticide License upon hire.

PERSONAL PROTECTIVE EQUIPMENT

Safety shoes, ear/eyes/noise protection, gloves, vest, hard hat, face protection. Any additional required safety equipment will be provided.

EQUIPMENT, MACHINES & TOOLS USED

Tools/Machines: hand & power tools, light equipment operations, motor vehicle operations and basic machinery operations.

ADMINISTRATIVE SKILLS

General Office Skills: maintain logs and balances figures.

General Office Equipment: calculator.

WORKING CONDITIONS

Subject to hazards of flammable, explosive gases.
Subject to burns and cuts.
Subject to injury from moving parts of equipment.
Contact with persons under a wide variety of circumstances.
Subject to varying and unpredictable situations.
Occasionally subject to irregular hours.
Occasional pressure due to multiple calls and inquiries.
Requires judgment/action which could result in a death of a person.
Works in precarious or high locations (ladders, scaffolding, etc.)

WORKING ENVIRONMENT

Exposed to hazards from electrical/mechanical/power equipment.
Exposed housekeeping/cleaning agents/chemicals
May be exposed to the risk of blood borne disease.
Exposed to hot or noisy equipment.
Exposed to hot and humid work environment.
Exposed to heat, wetness and odors.
Temperature Changes: variations in temperature from hot to cold.
Noise: sufficient to cause distraction or possible hearing loss without protective equipment.
May be exposed to extremes of heat and cold in all weather conditions.
Wet: frequent contact with water or other liquid.
Atmospheric Conditions: conditions that affect the skin or respiratory.
Exposed to animal/insect diseases, odor and bites.

The work environment/conditions characteristics described herein are representative of those an employee encounters while performing the essential functions of this job and are not an all inclusive list.

PHYSICAL DEMANDS: The following list is not exhaustive; it merely provides some of the physical duties of the position.

REQUIRES FULL RANGE OF BODY MOTION INCLUDING:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Sit		✓		
Stand			✓	
Walk			✓	
Bend			✓	
Squat		✓		
Crawl		✓		
Climb height 20 ft.		✓		
Reach above shoulder level		✓		
Crouch		✓		
Balance		✓		
Kneel				
Verbal Communications		✓		
Written Communications		✓		
Hearing ordinary conversation		✓		
Near & Far Acuity-ability to see clearly at 20 inches or less and 20 feet or more			✓	
Peripheral Vision, Distinguish colors, and Depth Perception			✓	

JOB REQUIRES COORDINATION FOR REPETITIVE ACTION:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
In simple grasping: Right			✓	
Left			✓	
In firm grasping: Right			✓	
Left			✓	
In fine manipulating: Right			✓	
Left			✓	
In operating foot controls Right			✓	
Left		✓		

JOB REQUIRES ABILITY TO LIFT AND CARRY AND PUSH AND PULL:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
25 - 100 lbs.		✓		
Up to 24 lbs.			✓	

JOB LOCATION:

A majority of the work duties are performed within the City limits.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee's Signature

Date

Print Name

**CITY OF TARPON SPRINGS
JOB DESCRIPTION**

JOB TITLE: CYBER SECURITY ENGINEER
DEPARTMENT: INFORMATION TECHNOLOGY
REPORTS TO: DIRECTOR OF INFORMATION TECHNOLOGY
DEPT. HEAD: DIRECTOR OF INFORMATION TECHNOLOGY
FLSA STATUS: EXEMPT
CIVIL SERVICE: YES
JOB LOCATION: A MAJORITY OF WORK DUTIES ARE PERFORMED WITHIN THE CITY LIMITS
LAST REVISION: JULY 2021

GENERAL STATEMENT OF JOB

Performs professional strategic information technology work which requires an incumbent to produce expert analytical, technical, and administrative work products to protect the confidentiality and integrity of customer and employee data and ensures compliance with organization policies. The incumbent is required to develop a security strategy, maintain a supporting policy in line with IT Security best practice and governance, and define supporting cybersecurity tasks, methods and procedures involving reporting, auditing, disaster recovery/service continuity, and investigations. The incumbent identifies and resolves complex work problems of a nature that lower level employees are unable to solve or overcome. Work requires creative and original thinking and is performed under the general direction of the IT Director with extensive latitude for individual and team initiative, judgment, and discretion in working with customers to determine hardware, software, and system functional requirements to maintain operations, productions, as well as achieve business objectives.

ESSENTIAL JOB FUNCTIONS

- Demonstrates expert-level proficiency in two or more of the departmental section disciplines: Security Program Management, Vulnerability Management, Risk Management, Security Policy Management, Security Awareness, Incident Response, Enterprise Security Monitoring, Penetration Testing, Compliance and Auditing, Application Design, Network Design, Perimeter Defense Design, Enterprise Architecture, Configure and maintain all facets of the security infrastructure, Troubleshoot and resolve complex security issues
- Demonstrates expert-level job knowledge, quality, dependability, judgment, communications and initiative, with demonstrated expert-level proficiency in meeting design specifications of computer systems, programs and operating systems, with the following core competencies: Analysis, Design, Business Process Improvement, Data Modeling, Development, Planning, Implementation, Test Script Development, Monitoring/Controls, Troubleshooting/Problem Solving, Documentation, and Service Motivation;
- Demonstrates leadership that fosters commitment, team spirit, pride and trust through coaching, mentoring, recognizing and guiding employees to achieve results through others. Uses interpersonal skills to influence and inspire others to follow. Facilitates and fosters open communication and cooperation within the organization and with customer groups to build an effective team environment. Acts as a catalyst for organizational change that fosters a quality of service essential to high performance.
- Self-motivates, manages, and performs personal daily activities and multiple complex projects under the discipline of defined departmental business processes;
- Prepares and takes responsibility for project plans/schedules, and outlines requirements, tasks, work assignments, resources and critical milestones, with a demonstrated ability to prioritize tasks for both self and others;

**CITY OF TARPON SPRINGS
JOB DESCRIPTION**

JOB TITLE: CYBER SECURITY ENGINEER

DEPARTMENT: INFORMATION TECHNOLOGY

REPORTS TO: DIRECTOR OF INFORMATION TECHNOLOGY

DEPT. HEAD: DIRECTOR OF INFORMATION TECHNOLOGY

FLSA STATUS: EXEMPT

CIVIL SERVICE: YES

JOB LOCATION: A MAJORITY OF WORK DUTIES ARE PERFORMED WITHIN THE CITY LIMITS

LAST REVISION: JULY 2021

GENERAL STATEMENT OF JOB

Performs professional strategic information technology work which requires an incumbent to produce expert analytical, technical, and administrative work products to protect the confidentiality and integrity of customer and employee data and ensures compliance with organization policies. The incumbent is required to develop a security strategy, maintain a supporting policy in line with IT Security best practice and governance, and define supporting cybersecurity tasks, methods and procedures involving reporting, auditing, disaster recovery/service continuity, and investigations. The incumbent identifies and resolves complex work problems of a nature that lower level employees are unable to solve or overcome. Work requires creative and original thinking and is performed under the general direction of the IT Director with extensive latitude for individual and team initiative, judgment, and discretion in working with customers to determine hardware, software, and system functional requirements to maintain operations, productions, as well as achieve business objectives.

ESSENTIAL JOB FUNCTIONS

- Demonstrates expert-level proficiency in two or more of the departmental section disciplines: Security Program Management, Vulnerability Management, Risk Management, Security Policy Management, Security Awareness, Incident Response, Enterprise Security Monitoring, Penetration Testing, Compliance and Auditing, Application Design, Network Design, Perimeter Defense Design, Enterprise Architecture, Configure and maintain all facets of the security infrastructure, Troubleshoot and resolve complex security issues
- Demonstrates expert-level job knowledge, quality, dependability, judgment, communications and initiative, with demonstrated expert-level proficiency in meeting design specifications of computer systems, programs and operating systems, with the following core competencies: Analysis, Design, Business Process Improvement, Data Modeling, Development, Planning, Implementation, Test Script Development, Monitoring/Controls, Troubleshooting/Problem Solving, Documentation, and Service Motivation;
- Demonstrates leadership that fosters commitment, team spirit, pride and trust through coaching, mentoring, recognizing and guiding employees to achieve results through others. Uses interpersonal skills to influence and inspire others to follow. Facilitates and fosters open communication and cooperation within the organization and with customer groups to build an effective team environment. Acts as a catalyst for organizational change that fosters a quality of service essential to high performance.
- Self-motivates, manages, and performs personal daily activities and multiple complex projects under the discipline of defined departmental business processes;
- Prepares and takes responsibility for project plans/schedules, and outlines requirements, tasks, work assignments, resources and critical milestones, with a demonstrated ability to prioritize tasks for both self and others;

Attachment 6

- Identifies and analyzes complex problems; distinguishes between relevant and irrelevant information to make logical decisions; provides solutions to individual and organizational problems;
- Takes ownership of complex cross-sectional problems and leads a team to resolution with an appropriate sense of urgency;
- Communicates effectively, both verbally and in writing, to peers, management and customers at various levels of the organization. Prepares and delivers presentations regularly to various audiences using clear, concise and effective communication;
- Performs assessments and evaluations of employee performance as required;
- Performs other related job duties as assigned.

MINIMUM QUALIFICATIONS REQUIREMENTS

- Eight (8) years of technical and professional experience in information technology that includes customer service and two (2) years of professional team leadership or supervision in the assigned subject matter tasks; or
- an Associate degree in information technology, computer science, computer technology, or related field and six (6) years of experience as described above; or
- a Bachelor's degree in information technology, computer science, computer technology, or related field and four (4) years of experience as described above; or
- an equivalent combination of education, training, and/or experience.

PREFERRED MINIMUM QUALIFICATIONS REQUIREMENTS

- Candidate to demonstrate competence and/or possess certifications in one or more specific IT functions.

APPOINTING AUTHORITY MAY ALSO REQUIRE

- A valid Florida Driver's License.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Acquire and maintain CJIS Certification.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of configuring and monitoring security technologies such as firewalls, intrusions detection, SIEM, honeypots;
- Knowledge of implementing vulnerability management and penetration testing tools;
- Knowledge of implementing anti-malware, anti-virus, web filtering, application control, and data leakage protection;
- Knowledge of application protection technologies and secure development concepts;
- Knowledge of performing risk assessments and IT audits;
- Knowledge of performing network and web application penetration testing;
- Knowledge of creating security policies and best practices;
- Knowledge of PCI, HIPAA and CJIS compliance requirements;
- Knowledge of confidentiality, integrity, and availability security principles;
- Knowledge in standard office practices, procedures, policies, personal computers, operating systems and related software applications. Recommends changes to improve operational efficiencies;
- Knowledge in managing personal daily activities and complex projects for self and others that may cross organizational boundaries;
- Knowledge in the use and application of reference materials to research and solve complex problems;
- Knowledge in the application of theory in resolving complex problems;

Attachment 6

- Knowledge in applying new technologies, soft skills and procedures;
- Ability to mentor teammates, lead teams, and facilitate groups to achieve success through others;
- Ability to prepare and deliver effective presentations at various levels;
- Ability to use diplomacy in dealing with difficult customers and delivery of services;
- Ability to communicate effectively, both verbally and in writing, with peers and others;
- Ability to communicate with tact, patience and courtesy at all levels of the organization;
- Ability to assist lower level personnel with training of new technologies;
- Ability to establish and maintain effective work relationships, both inside and outside of the work section;
- Ability to self-develop relevant job-related skill(s) for current and future roles;
- Ability to understand, follow, and to provide specific instructions, priorities, policies and procedures;
- Ability to identify, to take ownership of, and to troubleshoot and solve complex problems

PREFERRED KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of Watchguard, Dell, Barracuda, Avaya networking equipment.
- Knowledge of Microsoft Hyper Converged

PHYSICAL DEMANDS: The following list is not exhaustive; it merely provides some of the physical duties of the position.

REQUIRES FULL RANGE OF BODY MOTION INCLUDING:

	NEVER	OCCASIONALL Y	FREQUENTLY	CONTINUOUS LY
Sit			✓	
Stand			✓	
Walk			✓	
Bend			✓	
Squat			✓	
Crawl			✓	
Climb height <u>50</u> ft.		✓		
Reach above shoulder level			✓	
Crouch			✓	
Balance			✓	
Kneel			✓	
Verbal Communications			✓	
Written Communications			✓	
Hearing ordinary conversation			✓	
Clear vision in differentiating colors (i.e. wires, etc.)			✓	
Near & Far Acuity-ability to see clearly at 20 inches or less and 20 feet or more			✓	

Attachment 6

JOB REQUIRES ABILITY TO LIFT AND CARRY:

	NEVER	OCCASIONALL Y	FREQUENTLY	CONTINUOUS LY
In simple grasping: Right			✓	
Left			✓	
In firm grasping: Right			✓	
Left			✓	
In fine manipulating: Right			✓	
Left			✓	

JOB REQUIRES ABILITY TO LIFT AND CARRY AND PUSH AND PULL:

	NEVER	OCCASIONALL Y	FREQUENTLY	CONTINUOUS LY
Up to 75 lbs.		✓		

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee's Signature

Date

Print Name



City of Tarpon Springs, Florida

324 E. PINE STREET
 P.O. BOX 5004
 TARPON SPRINGS, FLORIDA 34688-5004
 (727) 938-3711
 FAX (727) 937-8199

MEMORANDUM

July 21, 2021

TO: Mark LeCouris, City Manager
 FROM: Ron Haring, Finance Director
 SUBJECT: **Utility Billing Positions**

RECOMMENDATION:

To realign the positions in the Utility Billing Department to their actual duties and responsibilities that involve both Customer Service and the Billing process. In comparing these positions to the study, the positions in this Department perform both functions where most other Cities have separate positions for these functions.

Utility Billing Positions:

Meter Reader/ Bill Tech – Position does not perform Meter Reading anymore. This position functions are customer service and detail work in the billing process.

Bill Tech II – This position functions are customer service and also a higher level of detail work required in the billing process.

Bill Tech II/Division Coordinator – This position functions are customer service, a higher level of detail work and responsibility in the billing process and the Department operations overall as the second in command.

Current Position Title	New Position Title or No Change	Current Grade	New Grade	Salary Increase	Salary Increase With Benefits
Meter Reader/ Bill Tech <i>Only change in title of position</i>	Bill Tech I	10	10	\$ -	\$ -
Bill Tech II <i>Change in grade with 5% Increase</i>	Bill Tech II	10	11	\$ 1,859	\$ 2,174
Bill Tech II/ Division Coordinator <i>Change in grade with 5% Increase</i>	Bill Tech II/ Division Coordinator	12	14	\$ 1,944	\$ 2,275
				\$ 3,803	\$ 4,449

**CITY OF TARPON SPRINGS
JOB DESCRIPTION**

JOB TITLE:	UTILITY BILLING TECHNICIAN I
DEPARTMENT:	UTILITY BILLING
REPORTS TO:	UTILITY CUSTOMER SERVICE MANAGER
DEPARTMENT HEAD:	FINANCE DIRECTOR
FLSA STATUS:	NON-EXEMPT
LAST REVISION:	8/2002

GENERAL STATEMENT OF JOB

This position provides customer service for utility consumers in a municipal atmosphere, opening and closing utility accounts, maintaining various records, including the billing of water, sewer, sanitation and stormwater. Detail analysis of billing reports.

ESSENTIAL FUNCTIONS

1. Assignments are made orally or in writing and work reviewed through observation of results obtained, conferences and daily reports or evaluations.
2. Performs various duties involving the billing of basic utility service as well as temporary water and garbage service for contractors, land developers and residential property owners.
3. Responds to walk in citizen inquiries and resolves citizen complaints.
4. Opens and closes utility accounts according to specific need of the account holder.
5. Responsible for answering citizen inquiries and concerns.
6. Responsible for answering inquiries from city staff of various departments, requiring a general knowledge of functions and duties performed by each department within the City of Tarpon Springs.
7. Employee receives various assignments orally or in writing and work is reviewed through observation and daily reports.
8. Opens and closes utility accounts for walk in customers, performs data entry of account changes.
9. Creates and maintains account holder security card file.
10. Receives and processes the leak adjustment requests for our customers using the structured rates and various account types.
11. Responsible for uploading and downloading meter technician data for processing.
12. Notes customer accounts for returned bills, adjustment requests and miscellaneous information.
13. Reviews and analyzes various billing reports to ensure accuracy of billing.

QUALIFICATIONS:

EDUCATION

Minimum Education Requirement: High School Diploma or GED equivalent.

Required Experience: Six months applicable related experience.

Preferred Experience: One to two years' applicable related experience preferably in municipal government.

An equivalent combination of education/training and experience may be substituted for required education/training and experience requirements.

LICENSURE

Valid Florida Driver's license.

ADMINISTRATIVE SKILLS

COMPUTER SKILLS

Input data into computer programs

PERSONAL PROTECTIVE EQUIPMENT

GENERAL OFFICE SKILLS

Maintain filing systems
Research information

EQUIPMENT, MACHINES & TOOLS

Personal computer
Calculator
Photocopier

COMMUNICATION SKILLS

Answer telephones

Maintain logs

AS400/NaviLine System
Fax
Scanner

WORKING CONDITIONS

Contact with persons under a wide variety of circumstances. Subject to many interruptions. Occasional pressure due to multiple calls and inquiries. Handles absentee replacement on short notice. Exposed to hot and humid work environment. May be exposed to extremes of heat and cold in all weather conditions.

PHYSICAL DEMANDS: The following list is not exhaustive; it merely provides some of the physical duties of the position.

REQUIRES FULL RANGE OF BODY MOTION INCLUDING:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Sit				✓
Stand				✓
Walk				✓
Bend				✓
Squat	✓			
Crawl	✓			
Climb height 10 ft.	✓			
Reach above shoulder level	✓			
Crouch	✓			
Balance	✓			
Kneel			✓	
Verbal Communications				✓
Written Communications				✓
Hearing ordinary conversation				✓
Near & Far Acuity-ability to see clearly at 20 inches or less and 20 feet or more		✓		
Peripheral Vision, Distinguish colors, and Depth Perception	✓			

JOB REQUIRES COORDINATION FOR REPETITIVE ACTION:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
In operating foot controls Right	✓			
Left	✓			
In simple, firm and fine grasping/manipulating: Right			✓	
Left			✓	

JOB REQUIRES ABILITY TO LIFT, CARRY, PUSH AND PULL:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Up to 24 lbs.		✓		
24 - 50 lbs.		✓		

JOB LOCATION:

A majority of the work duties are performed in the within the City limits and in office at City Hall.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee's Signature

Date

Print Name



Suzanne Linton
Information Technology Director

Information Technology Department

Memorandum

Date: August 13, 2021
To: Mark LeCouris, City Manager
From: Suzanne Linton, Information Technology Director
Subject: Recommendations for Reclassification and One Time Pay Adjustments

Recommendation

RENAME POLICE COMPUTER COORDINATOR TO IT ENTERPRISE ADMINISTRATOR

- Rename Police Computer Coordinator to IT Enterprise Administrator and change grade from Wage Grade 20 to Wage Grade 23; increase salary 10%. Recommendation is based upon aligning the job description to current duties being performed; and to reflect the management/administration duties that is accomplished beyond the scope of the position. This recommendation conforms to the recent salary study completed to assist in the identification of potential hiring challenges and vulnerabilities in qualified staff retention.

REGRADE GIS MAPPING TECHNICIAN

- Regrade GIS Mapping Technician from Wage Grade 14 to Wage Grade 17; increase salary 15%. Recommendation is to conform to the recent salary study completed to assist in the identification of potential hiring challenges and vulnerabilities in qualified staff retention. This position is in most need of adjustment as it was filled at the low end of the range and annual increases have not kept pace with market conditions. This has resulted in a deficit between staff pay and area pay for the same position.

**CITY OF TARPON SPRINGS
JOB DESCRIPTION**

JOB TITLE: INFORMATION TECHNOLOGY ENTERPRISE ADMINISTRATOR
DEPARTMENT: INFORMATION TECHNOLOGY
REPORTS TO: DIRECTOR OF INFORMATION TECHNOLOGY
DEPT. HEAD: DIRECTOR OF INFORMATION TECHNOLOGY
FLSA STATUS: EXEMPT
CIVIL SERVICE: YES
JOB LOCATION: A MAJORITY OF WORK DUTIES ARE PERFORMED WITHIN THE CITY LIMITS
LAST REVISION: MARCH 2021

GENERAL STATEMENT OF JOB

This is professional work tactical in nature and includes advanced server analytical and technical assignments. The incumbent is required to identify and resolve major work problems of a nature that lower level employees are unable to solve or overcome. Work requires creative and original thinking and is performed under the general direction with significant latitude for individual and team initiative, judgment and discretion to determine hardware, software, maintain functioning operations, as well as to achieve business objectives. Work requires advanced proficiency in two or more of the following areas: Network Management, Server Management, Enterprise Architecture, Security Management, Service Management, Production Application Services, Storage Area Network, Project/Portfolio Management, and/or Document Management.

MINIMUM QUALIFICATIONS REQUIREMENTS

- 6 years of technical and professional experience in information technology in the assigned subject matter tasks and 1 year of team leadership or supervision in the assigned subject matter tasks; or
- Associate's degree in information technology, computer science, computer technology, or related field and 4 years experience as described above; or
- Bachelor's degree and 2 years experience as described above; or
- An equivalent combination of related education, training, and/or experience.

PREFERRED MINIMUM QUALIFICATIONS REQUIREMENTS

- 5 years of technical and professional experience with Windows Server
- 5 years of technical and professional experience with Microsoft Exchange

APPOINTING AUTHORITY MAY ALSO REQUIRE

- A valid Florida Driver's License.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Candidate to demonstrate competence and/or possess certifications in one or more specific IT functions.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

KNOWLEDGE, SKILLS AND ABILITIES

Work requires advanced proficiency in:

- Microsoft domain configuration and maintenance
- Microsoft Exchange
- Group Policy
- Windows Active Directory
- DNS
- VoIP
- Remote Desktop/Terminal Server
- Networking/VLAN
- Hyper-V
- Backup Exec
- Troubleshooting
- System Integration

PREFERRED KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of SunGard/H.T.E. applications
- Knowledge of Watchguard firewalls
- Knowledge of IBM i5 series
- Knowledge of OnBase document management software

PHYSICAL DEMANDS: The following list is not exhaustive; it merely provides some of the physical duties of the position.

REQUIRES FULL RANGE OF BODY MOTION INCLUDING:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Sit			✓	
Stand			✓	
Walk			✓	
Bend			✓	
Squat			✓	
Crawl			✓	
Climb height 50 ft..		✓		
Reach above shoulder level			✓	
Crouch			✓	
Balance			✓	
Kneel			✓	
Verbal Communications			✓	
Written Communications			✓	
Hearing ordinary conversation			✓	
Clear vision in differentiating colors (i.e. wires, etc.)			✓	
Near & Far Acuity- ability to see clearly at 20 inches or less and 20 feet or more			✓	

JOB REQUIRES ABILITY TO LIFT AND CARRY:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
In simple grasping: Right			✓	
Left			✓	
In firm grasping: Right			✓	
Left			✓	
In fine manipulating: Right			✓	
Left			✓	

JOB REQUIRES ABILITY TO LIFT AND CARRY AND PUSH AND PULL:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Up to 75 lbs.		✓		

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee's Signature

Date

Print Name

**CITY OF TARPON SPRINGS
JOB DESCRIPTION**

JOB TITLE: GEOGRAPHIC INFORMATION SYSTEM (GIS) MAPPING TECHNICIAN
DEPARTMENT: INFORMATION TECHNOLOGY
REPORTS TO: GIS ADMINISTRATOR
DEPT. HEAD: INFORMATION TECHNOLOGY DIRECTOR
FLSA STATUS: NON-EXEMPT
CIVIL SERVICE: YES
LAST REVISION: AUGUST 2016

GENERAL STATEMENT OF JOB

Under limited supervision, performs maintenance and custodial tasks related to the collection, management and organization of complex geographical information stored as spatial data within a GIS database. Collects locations of City assets including but not limited to water lines, sewer lines, valves, sewer/stormwater covers and traffic signage. Uses standard GIS tools and utilities to create and maintain GIS data in support of City geographic information systems capabilities.

ESSENTIAL FUNCTIONS

1. SPECIFIC DUTIES AND RESPONSIBILITIES:
 - 1:1 Visits various sites (via assigned grids) throughout Tarpon Springs to inspect and collect the location and attributes of assets maintained by Public Works/Public Services Departments.
 - 1:2 Utilize GIS mobile devices, including hand-held Trimble unit to locate utilities, manholes, water valves, street signs and other City assets, as directed.
 - 1:3 Processes and prepares imported data for use in databases; catalogues current and historic data, making corrections as needed.
 - 1:4 Converts hard copy maps, spreadsheets, CAD files, databases and existing GIS data sets into a format for use in the City's GIS.
 - 1:5 Updates maps as new data is entered; creates maps for presentation and publications.
 - 1:6 Maintains GIS and other equipment as required.
2. PERFORMS ALL OTHER DUTIES AS REQUESTED.

QUALIFICATIONS (minimum and preferred):

EDUCATION

High School Diploma or GED equivalency required.

EXPERIENCE

Minimum: 6 months of full-time technical experience in uses and operations of GIS.

An equivalent combination of education/training and experience may be substituted for required education/training and experience requirements.

LICENSURE

Valid Florida Driver's License.

ESSENTIAL SKILLS AND KNOWLEDGE

Knowledge of GIS and database principles and theories; through understanding of basic GIS concepts and receiver operation.

Familiarity with the types of features to be located and ability to recognize and interpret features in the field.

Ability to learn and use mobile GIS devices including, but not limited to GeoExplorer 600 hand-held Trimble unit.

Ability to read and interpret legal descriptions, deeds, plat books, maps, drawings, charts, plans, survey records and aerial photos.

Skill in operating computers and associated software, including MS Office (Word, Excel, Access) as well as proprietary GIS applications.

Demonstrated good attention to detail in order to maintain and enter in a GIS database.

Ability to work independently and solve routine technical GIS problems.

Skill in working within deadlines to complete projects and assignments.

Ability to learn on the job and expand technical knowledge as needed.

General Office Skill:

- Data entry
- Maintain logs
- Proofread documents and compile statistics
- Research information

Equipment:

- Mobile GIS devices
- Two-way radio
- Personal computer and NaviLine (15)
- Calculator

WORKING CONDITIONS

- Outdoor field collection within street and highway right-of-way under traffic conditions.
- Considerable walking may be involved.
- Subject to varying and unpredictable weather conditions.
- Travel to outlying City locations.
- Sedentary periods required for data entry.

WORKING ENVIRONMENT

The work environment/conditions characteristics described herein are representative of those an employee encounters while performing the essential functions of this job and are not an all inclusive list.

PHYSICAL DEMANDS: The following list is not exhaustive; it merely provides some of the physical duties of the position.

REQUIRES FULL RANGE OF BODY MOTION INCLUDING:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
Sit			✓	
Stand			✓	
Walk			✓	
Bend			✓	
Squat		✓		
Crawl		✓		
Climb height 10 ft.		✓		
Reach above shoulder level		✓		
Crouch		✓		
Balance		✓		
Kneel		✓		

Verbal Communications			✓	
Written Communications			✓	
Hearing ordinary conversation			✓	
Near & Far Acuity-ability to see clearly at 20 inches or less and 20 feet or more				✓
Peripheral Vision, Distinguish colors, and Depth Perception				✓

JOB REQUIRES COORDINATION FOR REPETITIVE ACTION:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
In simple grasping: Right			✓	
Left			✓	
In firm grasping: Right			✓	
Left			✓	
In fine manipulating: Right			✓	
Left			✓	
In operating foot controls Right		✓		
Left		✓		

JOB REQUIRES ABILITY TO LIFT AND CARRY AND PUSH AND PULL:

	NEVER	OCCASIONALLY	FREQUENTLY	CONTINUOUSLY
24 to 50 lbs.		✓		
Up to 24 lbs.			✓	

JOB LOCATION:

Data collection work is performed throughout the City; data entry duties occur primarily at Public Works Building.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee's Signature

Date

Print Name



Public Services Department

Paul Smith
Public Services Director

Memorandum

Date: August 12, 2021
To: Mark LeCouris, City Manager
Through: Paul Smith, Public Services Director
Jane Kniffen, Human Resources Director
From: Raymond Page, Utilities Superintendent
Earl Nash, Water Division Manager
Thomas Kiger, P.E., Wastewater Division Manager
Subject: Recommendation for One-Time Pay Adjustments Within Grade for Critical Water Division Staff

Recommendation

Recommendation for one-time pay adjustments within grade for five (5) critical Water and Wastewater Division staff that are significantly below market related to their duties and in-demand licensing/skills. These positions are vulnerable for being hired away. The total annual increase in cost for the one-time adjustments is \$26,133. Costs would be covered by position vacancies that have occurred with normal turnover and recruitment.

Background

The Public Services Department has 116 budgeted positions. In January 2020, the Public Services Department began a pay study in support of the citywide salary survey to assist in the identification of potential hiring challenges and vulnerabilities in qualified staff retention. A primary purpose was to prioritize the most vulnerable positions for recommendation in this upcoming budget cycle. Managers from both the water and sewer divisions worked together to develop the recommendation.

The study concluded the most critically underpaid positions are within the area of water treatment plant operations. The study included operator pay data from nearby utilities and AWWA published salary studies. Competitive pay is essential in today's market to retaining existing staff and making competitive offers to future applicants. The Water Treatment Division (RO Plant) has seen several examples of losing staff to higher paying positions in the area.

Of the RO Plant operator positions, those in most need of adjustment are the seasoned operators that were hired at the low end of the range and annual increases have not kept pace with market conditions. This has resulted in a deficit of nearly 30% between staff pay and area pay for the same position. Those with the largest deficit compared to market are listed at the top of the table and the proposed adjustments for these (2) positions is 15%. The remaining positions are recommended for 10% to bring them closer to the market (within 5% to 10% below the area market) while also maintaining pay well below the maximum of their range.

It is also recommended that one position (the last row of the table), currently held by Heather Freundel, Water Distribution Technician II also be adjusted to reflect her management/administration duties she accomplishes beyond the scope of her position.

To maximize staff retention, these staff would continue to be eligible for annual budgetary pay increases and licensure increases.

Table 1 – Recommended One-Time Pay Adjustments Within Grade

Staff Name	Title	Hourly Wage	Recommended % Adjustment	Recommended Hourly Wage	Range Max	Annual Cost of Adjustment
J. Garner	Water Plant Operator A	\$20.5696	15%	\$ 23.6550	\$ 30.8002	\$ 6,418
J. Douglas	Water Plant Operator B	\$18.6492	15%	\$ 21.4466	\$ 29.3337	\$ 5,819
R. Claunch	Lead Water Plant Operator A	\$24.9454	10%	\$ 27.4399	\$ 32.3407	\$ 5,189
L. Quarterman	Water Plant Operator B	\$20.8595	10%	\$ 22.9455	\$ 29.3337	\$ 4,339
H. Freundel	Water Distribution Tech. II	\$21.0021	10%	\$ 23.1023	\$ 27.9373	\$ 4,368
					Total	\$ 26,133

Funding Approach

The Water Division has a 2022 total Personnel Services budget of \$2,180,581. The recommended pay adjustments would have an additional annual cost of \$26,132 for the Water Division represents a 1% increase. The Water Division will be able to initially absorb the additional costs due to position vacancies, as it will take time to fully staff our recently expanded 24-hour-staffed operation. In the current 2021 budget year, the Water Treatment Plant and Water Distribution Regular Salaries and Wages Accounts are approximately \$70,000 and \$34,500 under budget, respectively. In future budget cycles this will continue to be funded under the Water and Sewer Fund, Water Treatment Plant and Water Division budgets.

The recommended pay increases will have an important impact on the City’s ability to retain and recruit qualified staff to support vital utilities functions. With increases in the minimum wage and shortage of state-wide certified personnel for water and sewer treatment plant operations, taking the recommended steps to help make sure that the City is competitive with other neighboring utilities, and also nation-wide, is critical. This will help ensure that the City can continue to maintain a high level of professional staffing to serve in the important functions of the production and distribution of safe drinking water.

Funding Accounts

Funding is budgeted in Water Distribution Account 402-4303-536.1200 and Water Treatment Account 402-4305-536.1200, in the 2021 Fiscal Budgets.



**Public Works Department
Parks & Parkways Division**

Tracy Wallace
Parks Maintenance Supervisor

To: Jane Kniffen, HR Director
Through: Tom Funcheon, Public Works Director
From: Tracy Wallace, Parks Maintenance Supervisor
Date: August 6, 2021
Subject: Parks & Parkways – Technician II – William Grosser

I, Tracy Wallace, Parks Maintenance Supervisor recommend promoting William Grosser from his current position of Technician I to a Technician II with a five percent (5%) increase in salary.

William Grosser is a model employee for the Parks Division. Listed below are some highlights of his work performance:

- Certified Pest Control Operator License (CPO)
- Athletic field maintenance and main operator of Toro ReelMaster
- Provides assistance with irrigation repairs and maintenance
- Volunteers regularly for weekend and overtime opportunities

Based on this information, we recommend increasing his hourly rate from \$17.5206 to \$18.3966 per hour, which is 5% above his current hourly rate.



Public Works Department

Streets & Stormwater Division

To: Tom Funcheon, Public Works Director

From: Anthony “Tony” Mannello, Streets & Stormwater Supervisor

Date: 8-5-2021

Subject: Position Upgrade – Streets Technician I - Michael Kennedy

The purpose of this memo is to request a position upgrade of our current Streets Technician I to a Streets Technician II. We currently have (3) Technician I’s on staff. We are requesting that one of those existing positions become a Technician II, while maintaining (2) Technician I’s. This change would allow separation of responsibilities and promote better morale by having an opportunity for advancement within our Streets Division of Public Works. It would also follow consistently with our Stormwater Section that already has (2) Technician I’s and 1 Technician II.

The person recommended to fill this position of Technician II, would be Michael Kennedy. Mike has been in his current position of Technician I for nearly 5 years. He is very knowledgeable of Public Works functions up to and including hurricane response. Mike has an excellent attendance record, always available for call-back, overtime, and special events. He is one of the longest tenured members of our staff in the Streets Section. Mike also has taken on the responsibility of conducting our monthly facility Safety Inspections of our Public Works compound and excelled in his performance.

Mike Started his employment with the City at \$12.25 per hour. He currently makes \$15.4841 per hour. With this pay grade increase from Grade 7 to Grade 8, Mike would get the customary 5% increase over his existing salary, to \$16.2583 per hour.

Accomplishment of this request would benefit the City, our Department, and our Division for several reasons. It would add a position above entry level that would allow employee retention within or Public Works family. We would also increase moral and have a new level of accountability within the Division. Finally, it would justify the Safety Inspections and quality of work Mike has consistently and continues to produce.



**Public Works Department
Office of the Director**

Thomas Funcheon
Public Works Director

To: Mark LeCouris, City Manager

From: Tom Funcheon, Public Works Director 

Date: August 16, 2021

Re: FT Permanent Custodian Position

We would like to take the two vacant part-time temporary custodial positions at the Library, and turn them into one full-time permanent position in the Public Works Department, Facilities Maintenance Division.

This full time position will help improve the custodial services at the Library and Train Depot. A full time position will also attract a broader pool of applicants.

cc: Jane Kniffen, Human Resources Director



City of Tarpon Springs, Florida

324 E. PINE STREET
P.O. BOX 5004
TARPON SPRINGS, FLORIDA 34688-5004
(727) 938-3711
FAX (727) 937-8199

MEMORANDUM

August 12, 2021

TO: Mark LeCouris, City Manager
FROM: Ron Harring, Finance Director
SUBJECT: **Employer Contribution to General Employees' Pension**

RECOMMENDATION:

Increase the Employer contribution to the General Employees' Pension to 9%.

BACKGROUND:

On August 12, 2021 the General Employees Pension Board met and approved the increase of the employer contribution from 8.7% to 9%.



City of Tarpon Springs, Florida

324 E. PINE STREET
P.O. BOX 5004
TARPON SPRINGS, FLORIDA 34688-5004
(727) 938-3711
FAX (727) 937-8199

MEMORANDUM

August 4, 2021

TO: General Employees' Pension Board
FROM: Ron Harring, Finance Director
SUBJECT: **Employer Contribution to General Employees' Pension**

RECOMMENDATION:

Increase the Employer contribution to the General Employees' Pension to 9%.

BACKGROUND:

In FY 1996 The City of Tarpon Springs converted the General Employees' Pension from a Defined Benefit Pension Plan to a Defined Contribution Plan.

The City made employer contributions at the rate of 7% from FY 1997 to FY 2002. In FY 2003 the employer contribution was increased to 8.7% and has maintained that same contribution rate to this day.

Proposing to increase the employer contribution rate to 9% based on the survey provided. The cost of the increase comes to approximately \$35,000 which will be spread across the funds where these employees are charged from.

A higher contribution rate could also help in being able to attain new employees that apply for open positions by keeping us at or near the average of the other Cities.

Also propose that we have a survey performed annually.

Plan Design – Other Florida 401(a) Plans

		VESTING	EMPLOYER CONTRIBUTION	REQUIRED EMPLOYEE CONTRIBUTION	NRA
ICMA-RC Clients					
Client 1	401a Plan - General Employees	5-year graded	6-10%	6-10%	55
Client 1	401a Plan - Management Class	100%	0-10%	0-10%	55
Client 2	401a Plan - General Employees	100%	9%	0%	55
Client 2	401a Plan - Management Class	100%	18%	0%	55
Client 3	401a Plan - General Employees	4-year graded	7%	0%	59.5
Client 4	401a Plan - All Employees	100%	4%	4%	65
Client 5	401a Plan – Executive Class	100%	\$1500 or \$11,500 and/or +4.5%	0%	62
Client 6	401a Plan - Management Class	100%	8%, 14%, 15%	0%, 2%, 6%	55
Client 7	401a Plan - Executive Class	100%	8%	0%	49
Client 8	401a Plan - Management Class	100%	4% Match	4%	62
Client 9	401a Plan - General Employees	5-year graded	10%	0%	60
Client 9	401a Plan - Executive Class	100%	18.90%	0%	55
Client 10	401a Plan - General Employees	5-year graded	14%	9%	55
Client 10	401a Plan - Management Class	100%	14%	12%	50
Additional MRPA Clients					
Client 11	401a Plan - Supplemental	3-year graded	2%	3%	60
Client 11	401a Plan - Management	3-year graded	7%	3%	60
Client 12	401a Plan – General Employees	5-year graded	6%	5%	65
Client 12	401a Plan – Executive Mgt	5-year graded	7.5%	5%	65
Client 13	401a Plan - Management	100%	8%	0%	55
Client 14	401a Plan – General Employees	5-year graded	8%, 10%	0%	62/6
Client 15	401a Plan – General Employees	5-year graded	8.7% limited to \$40k or 25% comp	0%	62/6

**City of Tarpon Springs
General Employees Pension
Employer Contribution Rate Survey**

Client 1	10.00%
Client 2	9.00%
Client 3	7.00%
Client 9	10.00%
Client 10	14.00%
Client 12	6.00%
Client 14	10.00%
Average	9.43%



A-Frame Sign Changes Outreach Efforts

Upon passage of Ordinance 20-06, staff began outreach efforts including social media, e-mails, meetings, phone calls, and on-site visits to businesses. Emails were sent directly to businesses, the Chamber and TS Merchants Association.

- 6/9/2020: BOC approves ordinance 2020-06 regulating A-Frame signs to take effect Jan. 1, 2021.
- July 2020 Email sent with A-Frame Flyer explaining the new regulations effective 1/1/21.
- 11/10/2020 BOC extends A-Frame regulations to 5/1/2021
- 11/12/2020: Email sent with A-Frame Flyer explaining A-Frame regulations extended to 5/1/2021.
- April 2021 Code Enforcement and Economic Development conduct courtesy sweeps visiting businesses and distributing flyers
- 4/13/21 BOC extends enforcement of A-Frames to 8/2/21
- 4/26/21 Emails sent with A-Frame flyer explaining enforcement takes effect 8/2/21
- 4/29/21 A-Frames discussed, and flyer distributed at TS Merchants Association meeting.
- 05/07/21 Code Enforcement distributed flyers to stores on Dodecanese who were displaying plastic A-frame signs.
- May 2021 Ofc Boone emailed the Business Recovery Program and A-Frame flyer
- May, June, July 2021 A-Frame regulations included in monthly Economic Development newsletter
- May 2021 Flyers hand distributed to Sponge Docks businesses
Emails to businesses through TSPD and TS Merchants Association
- 6/17/21 A-Frames discussed, and flyer distributed at TS Merchants Association meeting
- July 2021 Code Enforcement, Community Resource Officer, and Economic Development conduct sweep as a courtesy reminder.
- 7/16/21 Emails sent with A-Frame flyer reminding of the 8/2/21 deadline.
- July 2021 Email from TS Merchants Association with discount offer from local company.
- August 2021 Code enforcement conducting compliance checks

A-FRAME SIGNS

CHANGES EFFECTIVE 08.02.2021*

1 FRAME MATERIAL

A-Frame/Sandwich board sign frames shall be manufactured of a wood or metal frame material.

2 FACE MATERIAL

Sign faces shall be limited to chalk boards, dry-erase boards or changeable face inserts that are integrated into the original design/construction of the sign.

3 SIGN FEATURES

Paper, poster-board, cardboard, cloth, plastic, string, or any other material(s) may not be fastened, taped, glued, or otherwise affixed to any part of the sign structure.

* A-Frame/Sandwich board signs not meeting the above criteria by Monday, August 2, 2021 will be referred to Code Enforcement for compliance.

More Information:
PLANNING@CTSFL.US
727.942.5611

See Section 191.09 of the Tarpon Springs Comprehensive Zoning & Land Development Code for all a-frame/sandwich board sign regulations.



§ 191.09 - A-Frame/sandwich board signs.

(A) The placement of sandwich board signs by the owners or lessees of properties may be allowed without a permit on any commercial property in commercially zoned districts along the frontage of any street with a posted speed limit of 40 miles per hour or less subject to the requirements of this section.

(B) One sandwich board sign shall be allowed on each street frontage per retail or restaurant use.

(C) Sandwich board signs shall be freestanding and moveable. They may be single-sided or double-sided. They shall be removed during inclement weather and high winds. They shall be taken inside at the end of each business day.

(D) Sandwich board signs shall not exceed an overall height of 48 inches above ground level or an overall width of 32 inches.

(E) Sandwich board sign frames shall be manufactured of a wood or metal frame material. Sign faces allowing for changeable copy shall be limited to chalk boards, dry-erase boards or changeable face inserts that are integrated into the original design/construction of the sign. Paper, poster-board, cardboard, cloth, plastic, string, or any other material(s) may not be fastened, taped, glued, or otherwise affixed to any part of the A-Frame sign structure. All A-frame signs shall comply with the standards of this paragraph by January 1, 2021.*

(F) All sandwich board signs placed upon public sidewalks shall be located directly in front of the business(es) for which it advertises and will provide for at least 44 inches of unobstructed travel area on the sidewalk but not less than the requirement under the Americans with Disabilities Act (ADA) and other federal and state statutes mandating certain free space for path of travel for disabled persons traveling on public sidewalks. Such signs shall not otherwise block ramps or curb access. The local government having jurisdiction over the public right of way may require removal of an A-Frame sign from the public right of way at any time without compensation and such sign shall not be considered a property right.

(G) All such signs shall conform with required visibility triangles, as provided in Section 186.02

(H) No sandwich board sign may be lit either internally or externally.

(I) Any sandwich board sign which encroaches upon pedestrian or vehicular movement or safety or interferes with the lawful use of the public right-of-way or violates the Florida Building Code or any state or local fire or security code shall be prohibited and removed or relocated.

(J) Sandwich board signs shall be readable, properly maintained, and kept in good working condition.

* The BOC extended compliance to 5/1/21 on 11/10/20 and to 8/2/21 on 4/12/21