



# *City of Tarpon Springs, Florida*

Board of Commissioners  
324 East Pine Street  
Post Office Box 5004  
Tarpon Springs, Florida 34688-5004  
(727) 938-3711

<http://www.ctsfl.us/agenda.htm>

## **REGULAR SESSION AGENDA TUESDAY, NOVEMBER 16, 2021 6:30 PM – City Hall Auditorium**

**CALL TO ORDER  
ROLL CALL  
INVOCATION  
PLEDGE OF ALLEGIANCE  
PUBLIC COMMENTS**

### **CONSENT AGENDA:**

1. ATTORNEY'S FEES:
  - A. TRASK DIAGNEAULT, LLP: INVOICE NOVEMBER 5, 2021
  - B. JOHNSON JACKSON PLLC: INVOICE 8596
2. AWARD FILE NO. 220051-N-AS SINGLE SOURCE PURCHASE OF ONBASE MAINTENANCE AND SUPPORT
3. AWARD FILE NO. 220045-N-AM SINGLE SOURCE PURCHASE OF PIERCE FIRE APPARATUS ORIGINAL EQUIPMENT MANUFACTURER PARTS AND SERVICE
4. AWARD FILE NO. 220046-N-AM SINGLE SOURCE PURCHASE OF BUCHER MUNICIPAL ORIGINAL EQUIPMENT MANUFACTURER PARTS AND SERVICES

### **SPECIAL CONSENT AGENDA:**

5. PROVIDE FEEDBACK / APPROVE COMPREHENSIVE PLAN PUBLIC ENGAGEMENT STRATEGY
6. APPROVE CEMETERY MONUMENT RULES REVISION
7. REQUEST FOR BOARD OF COMMISSIONERS TO PROCEED WITH RESOLUTION ON ALLOCATION OF CODE ENFORCEMENT FINE REVENUE: VICE-MAYOR KARR

### **ORDINANCES AND RESOLUTIONS: (PUBLIC HEARINGS BEGIN AT 7:30 PM)**

8. ORDINANCE 2021-25 APPLICATION 21-39 VACATION OF RIGHT OF WAY AT HUEY AVENUE NORTH OF LIVE OAK STREET, COTTON (2<sup>ND</sup> READING)
9. APPLICATIONS 21-116 AND 21-117, 369 AND 379 JERU BOULEVARD, STAMM (2<sup>ND</sup> READINGS)
  - A. ORDINANCE 2021-21 ANNEXATION
  - B. ORDINANCE 2021-22 FUTURE LAND USE
  - C. ORDINANCE 2021-23 REZONING
10. APPLICATION 21-105 NORTHSIDE ENGINEERING
  - A. ORDINANCE 2021-18 ANNEXATION (2<sup>ND</sup> READING)
  - B. ORDINANCE 2021-19 FUTURE LAND USE (DEFERRED)
  - C. ORDINANCE 2021-20 REZONING (DEFERRED)
11. ORDINANCE 2021-14 APPLICATION 21-114 LAND DEVELOPMENT CODE AMENDMENT – A-FRAME SIGNS (2<sup>ND</sup> READING)
12. RESOLUTION 2021-57 APPLICATION 2021-130 CONDITIONAL USE STUMPY'S HATCHET HOUSE, 201 E. CENTER STREET
13. RESOLUTION 2021-59 FISCAL YEAR 2021 BUDGET RESOLUTION
14. RESOLUTION 2021-61 SIDEWALK IMPROVEMENT FUND

**BOARD AND STAFF COMMENTS:  
ADJOURNMENT**



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: 11/05/2021  
 Matter: Tarpon Springs/Retainer

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6875	Balance: \$3,000.00					
11/01/2021	Invoice #6875	11/30/2021	\$3,000.00			\$3,000.00
Invoice #6876	Balance: \$12,371.00					
11/01/2021	Invoice #6876	11/30/2021	\$12,371.00			\$12,371.00
<b>Totals:</b>			<b>\$15,371.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,371.00</b>

Matter: Tarpon Springs/General

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6754	Balance: \$219.00					
11/01/2021	Invoice #6754	11/30/2021	\$219.00			\$219.00
<b>Totals:</b>			<b>\$219.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$219.00</b>

Matter: Tarpon Springs/Code Enforcement Matters

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6753	Balance: \$1,189.16					
11/01/2021	Invoice #6753	11/30/2021	\$1,189.16			\$1,189.16

**Totals:** \$1,189.16 \$0.00 \$0.00 \$1,189.16

Matter: Tarpon Springs/Planning & Zoning

Responsible Attorney: Erica Augello

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6758 Balance: \$2,400.50						
11/01/2021	Invoice #6758	11/30/2021	\$2,400.50			\$2,400.50
<b>Totals:</b>			<b>\$2,400.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,400.50</b>

Matter: Tarpon Springs/Heritage Preservation Board

Responsible Attorney: Erica Augello

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6755 Balance: \$387.00						
11/01/2021	Invoice #6755	11/30/2021	\$387.00			\$387.00
<b>Totals:</b>			<b>\$387.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$387.00</b>

Matter: Tarpon Springs/Board of Adjustment

Responsible Attorney: Erica Augello

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6752 Balance: \$231.50						
11/01/2021	Invoice #6752	11/30/2021	\$231.50			\$231.50
<b>Totals:</b>			<b>\$231.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$231.50</b>

Matter: Tarpon Springs/ Return of Property

Responsible Attorney: Erica Augello

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6750 Balance: \$493.00						
11/01/2021	Invoice #6750	11/30/2021	\$493.00			\$493.00
<b>Totals:</b>			<b>\$493.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$493.00</b>

Matter: Tarpon Springs/Rebecca Vares-Ebert

Responsible Attorney: Robert Eschenfelder

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6759 Balance: \$60.96						
11/01/2021	Invoice #6759	11/30/2021	\$60.96			\$60.96
<b>Totals:</b>			<b>\$60.96</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60.96</b>

Matter: Tarpon Springs/Oplate Litigation

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6757	Balance: \$18.50					
11/01/2021	Invoice #6757	11/30/2021	\$18.50			\$18.50
<b>Totals:</b>			<b>\$18.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$18.50</b>

Matter: Tarpon Springs/Alexander, Mary B.

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6751	Balance: \$164.50					
11/01/2021	Invoice #6751	11/30/2021	\$164.50			\$164.50
<b>Totals:</b>			<b>\$164.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$164.50</b>

Matter: Hutspiller, Paige and Lori vs. City of Tarpon Springs

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6845	Balance: \$122.50					
11/01/2021	Invoice #6845	11/30/2021	\$122.50			\$122.50
<b>Totals:</b>			<b>\$122.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$122.50</b>

Matter: Concerned Citizens of TS/Tarpon Springs et al

Responsible Attorney: Jay Daigneault

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6747	Balance: \$35.00					
11/01/2021	Invoice #6747	11/30/2021	\$35.00			\$35.00
<b>Totals:</b>			<b>\$35.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35.00</b>

Matter: Tarpon Springs vs. Beals, Barbara A.

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6749	Balance: \$172.00					
11/01/2021	Invoice #6749	11/30/2021	\$172.00			\$172.00
<b>Totals:</b>			<b>\$172.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$172.00</b>

Matter: Tarpon Springs/Midcoast Construction Enterprises, LLC and Jack Fulford

Responsible Attorney: Thomas J. Trask

Date	Activity	Due Date	Invoice Amount	Payments	Credit	Balance
Invoice #6756	Balance: \$553.50					
11/01/2021	Invoice #6756	11/30/2021	\$553.50			\$553.50

**Totals:** **\$553.50** **\$0.00** **\$0.00** **\$553.50**

Matter: Nationstar Mortgage LLC vs. Estate of Thelma Louise Halsell (f/k/a Thelma C. Murray), et al. re: 1845 Wilmar Avenue, Tarpon Spr

Responsible Attorney: Thomas J. Trask

<b>Date</b>	<b>Activity</b>	<b>Due Date</b>	<b>Invoice Amount</b>	<b>Payments</b>	<b>Credit</b>	<b>Balance</b>
Invoice #6748	Balance: \$414.50					
11/01/2021	Invoice #6748	11/30/2021	\$414.50			\$414.50
<b>Totals:</b>			<b>\$414.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$414.50</b>
<b>Totals for client:</b>			<b>\$21,832.62</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,832.62</b>



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 #: 6875  
 Date: 11-01-2021  
 Due On: 11-30-2021

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

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Matter Name: Tarpon Springs/Retainer

10/01/2021 - 10/15/2021

Services

Date	Atty	Description	Quantity	Rate	Total
10-01-21	TJT	Receipt and review of e-mail from Pat McNeese re Eagle Creek Estates final plat.	0.20	175.00	\$35.00
10-01-21	TJT	Preparation of e-mail to Pat McNeese re Eagle Creek Estates final plat.	0.20	175.00	\$35.00
10-01-21	TJT	Preparation of e-mails (3) to Ron Haring re N&Y Property lease at Sponge Exchange.	0.30	175.00	\$52.50
10-01-21	TJT	Receipt and review of e-mails (2) from Ron Haring re N&Y Property lease at Sponge Exchange.	0.30	175.00	\$52.50
10-01-21	TJT	Receipt and review of e-mail from Vice Mayor Karr re lot next to Jimmy's Pizza.	0.20	175.00	\$35.00
10-01-21	TJT	Receipt and review of e-mail from Renea Vincent re Athens Place Apartment project.	0.10	175.00	\$17.50
10-01-21	TJT	Receipt and review of e-mail from Mark LeCouris re lot next to Jimmy's Pizza.	0.10	175.00	\$17.50
10-01-21	TJT	Review of Eagle Creek Plat package and code. Formulate response to Pat M.	0.40	175.00	\$70.00
10-01-21	TJT	Review of Contract for Sponge Exchange.	0.10	175.00	\$17.50

10-04-21	TJT	Preparation of e-mail to Irene Jacobs re new case law concerning text messages and public records requests.	0.20	175.00	\$35.00
10-04-21	TJT	Receipt and review of e-mails (2) from Mark LeCouris re Cycadia monuments.	0.20	175.00	\$35.00
10-04-21	TJT	Receipt and review of e-mail from Carol Renardo re Stinson cemetery matter.	0.10	175.00	\$17.50
10-04-21	TJT	Preparation of e-mail to Karen Lemmons re Saroukos parking lot lease.	0.10	175.00	\$17.50
10-04-21	TJT	Preparation of e-mail to Mark LeCouris re Cycadia monuments.	0.10	175.00	\$17.50
10-04-21	TJT	Receipt and review of e-mails (2) from Karen Lemmons re Saroukos parking lot lease.	0.20	175.00	\$35.00
10-04-21	TJT	Preparation of e-mail to Irene Jacobs and Paul Smith re monuments in Cycadia Cemetery.	0.20	175.00	\$35.00
10-04-21	TJT	Legal research re: Intestacy. Review cemetery rule re: monuments. Draft exception language for monument placement.	0.80	175.00	\$140.00
10-04-21	TJT	Review of evaluation and pc from Commissioner Vatikiotis. NO CHARGE	0.70	175.00	\$0.00
10-04-21	RME	Complete review of all filed bills, finish drafting initial legislative update memo.	0.60	175.00	\$105.00
10-05-21	TJT	Receipt and review of e-mail from Janina Lewis re resiliency study.	0.10	175.00	\$17.50
10-05-21	TJT	Receipt and review of e-mail from Mike Kouskoutis re Oak Court.	0.10	175.00	\$17.50
10-05-21	TJT	Receipt and review of e-mail from Bob Robertson re Anclote dredge.	0.20	175.00	\$35.00
10-05-21	TJT	Receipt and review of e-mail from Mark LeCouris re tree challenge.	0.10	175.00	\$17.50
10-05-21	TJT	Receipt and review of e-mail from Pat McNeese re Oak Court.	0.10	175.00	\$17.50
10-05-21	TJT	Receipt and review of e-mail from Pat McNeese re Oak Court.	0.10	175.00	\$17.50
10-05-21	TJT	Receipt and review of e-mail from Pat McNeese re vacation north of Huey Avenue.	0.20	175.00	\$35.00
10-05-21	TJT	Receipt and review of e-mail from Irene Jacobs re text message policies.	0.20	175.00	\$35.00
10-05-21	TJT	Review of Circuit Court case re: grand tree. Review Senate and House Bills regarding repeal of hazard tree statute.	0.50	175.00	\$87.50

10-05-21	TJT	Review of Memorandum of Agreement for dredge and review draft of Interlocal Agreement for the refund monies from Army Corp.	0.50	175.00	\$87.50
10-05-21	TJT	Review research and preparation of Memo to Board of Commissioners re: 2022 Florida Legislative Session -Bills of Concern -START OF SESSION REVIEW as of 10-5-21.	0.50	175.00	\$87.50
10-05-21	KRT	E-mail to Board of Commissioners and City Manager providing Memo re: 2022 Florida Legislative Session - Bills of Concern START OF SESSION REVIEW as of 10-5-21.	0.20	75.00	\$15.00
10-06-21	TJT	Receipt and review of e-mail from Pat McNeese re resiliency study.	0.10	175.00	\$17.50
10-06-21	TJT	Receipt and review of e-mail from Judy Staley re BOC meetings and accomplishes.	0.20	175.00	\$35.00
10-06-21	TJT	Receipt and review of e-mail from Nick Makris re Tarpon Avenue.	0.10	175.00	\$17.50
10-06-21	TJT	Receipt and review of e-mail from Janina Lewis re resiliency study.	0.10	175.00	\$17.50
10-06-21	TJT	Receipt and review of e-mail from Christine Cuttitta re Cycadia plots.	0.10	175.00	\$17.50
10-06-21	TJT	Receipt and review of e-mail from Ron Haring re registering purchased vehicles.	0.10	175.00	\$17.50
10-06-21	KRT	E-mail from/to Judy S. re: BOC meeting schedule for remainder of 2021. Review Tom's calendar. Phone call to Judy re: same.	0.20	75.00	\$15.00
10-06-21	TJT	Phone call from Commissioner Donovan re: Anclote Harbor.	0.10	175.00	\$17.50
10-07-21	TJT	Receipt and review of e-mail from Renea Vincent re plat approval.	0.10	175.00	\$17.50
10-07-21	TJT	Preparation of e-mail to Renea Vincent re plat approval.	0.10	175.00	\$17.50
10-07-21	TJT	Receipt and review of e-mail from Pat McNeese re UF consultant agreement.	0.20	175.00	\$35.00
10-07-21	TJT	Receipt and review of e-mail from Nicole Munroe re UF consultant agreement.	0.20	175.00	\$35.00
10-07-21	TJT	Receipt and review of e-mail from Judy Staley with agenda and packet.	0.20	175.00	\$35.00
10-07-21	TJT	Receipt and review of e-mail from Janina Lewis re UF consultant agreement.	0.10	175.00	\$17.50
10-07-21	TJT	Preparation of e-mail to Christine Manticos re cemetery plot transfer.	0.10	175.00	\$17.50

10-07-21	TJT	Receipt and review of e-mail from Pat McNeese re vacation of North end of Huey.	0.20	175.00	\$35.00
10-07-21	TJT	Preparation for, travel to and attendance at meetings with Beth H., Mark L., Irene J. and Pat M. Review and analyze (before signing) Eagle Creek Plat and Futures Sidewalk Agreement.	2.30	175.00	\$402.50
10-07-21	TJT	Review of code, Statute and rules regarding voting on plat approval for Eagle Creek.	0.40	175.00	\$70.00
10-07-21	RME	Review numerous emails between City staff and University of Florida staff; review draft consulting services agreement submitted by City staff and alternative draft submitted by University of Florida; make edits to the UF draft and draft email back to everyone explaining version to use and edits I've requested.	1.60	175.00	\$280.00
10-08-21	TJT	Receipt and review of e-mail from Renea Vincent re legal ad.	0.10	175.00	\$17.50
10-08-21	TJT	Receipt and review of e-mail from Karen Lemmons re Creative Pinellas Co-Op.	0.20	175.00	\$35.00
10-08-21	TJT	Receipt and review of e-mail from Robin Moehring re Morgan Group public records request.	0.10	175.00	\$17.50
10-08-21	TJT	Preparation of e-mail to Pat McNeese re Huey Ave. vacation.	0.10	175.00	\$17.50
10-08-21	TJT	Receipt and review of e-mail from Kay Skipper re Savannah Cove.	0.10	175.00	\$17.50
10-08-21	TJT	Preparation of e-mail to Renea Vincent re legal ad.	0.10	175.00	\$17.50
10-08-21	TJT	Preparation of e-mail to Paul Smith, Irene Jacobs and Cheryl Stedge re monuments in Cycadia Cemetery.	0.20	175.00	\$35.00
10-08-21	TJT	Review of BOC agenda package for next Tuesday.	0.80	175.00	\$140.00
10-08-21	TJT	Review of Huey Ave. vacation of ROW documents. Review of code and charter. Revise draft vacation ordinance.	0.80	175.00	\$140.00
10-08-21	TJT	Draft revised cemetery monument rule.	0.10	175.00	\$17.50
10-11-21	EFA	Telephone conference with Commissioner Vatikiotis re public records and exparte communications.	0.20	175.00	\$35.00
10-11-21	RME	Begin review and edit of draft ITB sent by staff for temporary personnel services; determine the draft is too deficient to efficiently revise; pull and send my template RFP for temporary personnel services to staff and draft additional language on application of employment laws and liability exposure for staff to insert into its new draft.	2.20	175.00	\$385.00
10-12-21	RME	Ph. conf. w/ City planning staff on the Eagle Creek motion as relates to the code requirement for approval of the bond; advise staff on how I will handle that matter this evening at the Commission meeting.	0.20	175.00	\$35.00

10-12-21	KRT	Phone call from Pat McNeese regarding the Eagle Creek Plat agenda item for tonight's BOC Meeting. E-mail to Rob requesting that he contact Pat regarding same.	0.10	75.00	\$7.50
10-12-21	RME	Review the agenda and backup materials in advance of tonight's meeting.	0.40	175.00	\$70.00
10-12-21	RME	Travel to and attend Commission meeting.	1.90	175.00	\$332.50
10-12-21	RME	Ph. conf. w/ Clerk on quorum issue for tonight's meeting; pull new procedures to be ready to address voting with a bare quorum.	0.20	175.00	\$35.00
10-12-21	RME	Conduct westlaw research on topic of majority vote without a full board, draft email to Ms. Jacobs outlining what the statute provides.	0.30	175.00	\$52.50
10-12-21	RME	Ph. conversations w/ Commissioner Vatikiotis on ex parte rule; per his request, conduct Westlaw research on the question and draft an overview of his obligations regarding ex parte communications in quasi-judicial matters.	0.80	175.00	\$140.00
10-12-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re Anclote Harbors public records request.	0.10	175.00	\$17.50
10-12-21	TJT	Receipt and review of e-mail from Carol Renardo re Hattey Cycadia issue.	0.20	175.00	\$35.00
10-12-21	TJT	Receipt and review of e-mail from Jeff Young re revised MOU.	0.10	175.00	\$17.50
10-12-21	TJT	Receipt and review of e-mail from Renea Vincent re Eagle Creek plat.	0.10	175.00	\$17.50
10-12-21	TJT	Receipt and review of e-mail from Michelle Mims re Falcon Motor Cars refund check.	0.10	175.00	\$17.50
10-13-21	TJT	Receipt and review of e-mail from Judy Staley re Anclote Harbors October 26 agenda.	0.20	175.00	\$35.00
10-14-21	TJT	Receipt and review of e-mail from Bob Robertson re Yacht Club utility easement.	0.20	175.00	\$35.00
10-14-21	TJT	Receipt and review of e-mail from Bonnie Moukakis re Taser 7 upgrade.	0.10	175.00	\$17.50
10-14-21	TJT	Receipt and review of e-mail from Michelle DiNenno re Safford Avenue POA.	0.10	175.00	\$17.50
10-15-21	KRT	Return phone call to Cole Riggins regarding outstanding appraisal invoice for appraisal prepared in connection with the Innes Park Extension property.	0.10	75.00	\$7.50
10-15-21	TJT	Receipt and review of e-mail from Pat McNeese re Letter from Harry Andropoulos re App. 22-115.	0.20	175.00	\$35.00

10-15-21	TJT	Receipt and review of e-mail from Pat McNeese re Letter from Theresa Bosand re App. 22-115.	0.20	175.00	\$35.00
10-15-21	TJT	Receipt and review of e-mail from Robyn Moehring re second Morgan Group public records request.	0.10	175.00	\$17.50
10-15-21	TJT	Receipt and review of e-mail from Pat McNeese re conditional use application for 1254 So. Pinellas Avenue.	0.10	175.00	\$17.50

Services Subtotal: \$4,227.50

Subtotal	\$4,227.50
Discount	\$1,227.50
Tax	\$0.00
Total	\$3,000.00
Payment	\$0.00
Balance Owing	\$3,000.00

#### Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$12,000.00	+	\$15,371.00	-	\$0.00	=	\$27,371.00

#### Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$12,000.00
Remaining Retainer Balance:	\$0.00

#### Timekeeper Summary

Name	Initials	Hours	Rate	Total
Erica Augello	EFA	0.20	175.00	\$35.00
Kathy Tokos	KRT	0.60	75.00	\$45.00
Robert Eschenfelder	RME	8.20	175.00	\$1,435.00
Thomas J. Trask	TJT	16.20	167.44	\$2,712.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$15,371.00

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 #: 6876  
Date: 11-01-2021  
Due On: 11-30-2021

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

10/16/2021 - 10/31/2021

### Services

Date	Atty	Description	Quantity	Rate	Total
10-18-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re Morgan Group second public records request.	0.30	185.00	\$55.50
10-18-21	TJT	Receipt and review of e-mail from Janina Lewis re Cycadia Mausoleum repairs.	0.20	185.00	\$37.00
10-18-21	TJT	Receipt and review of e-mail from Janina Lewis re sanitation addendum.	0.10	185.00	\$18.50
10-18-21	TJT	Receipt and review of e-mail from Robyn Moehring re Morgan Group public records request.	0.10	185.00	\$18.50
10-18-21	TJT	Receipt and review of e-mail from Ron Haring re Innes Park extension.	0.10	185.00	\$18.50
10-18-21	TJT	Preparation of e-mail to Irene Jacobs re Morgan Group public records request.	0.10	185.00	\$18.50
10-18-21	TJT	Preparation of e-mail to Michelle DiNenno re Safford Avenue POA.	0.10	185.00	\$18.50
10-18-21	TJT	Preparation of e-mail to Judy Staley re Anclote Harbors hearing.	0.10	185.00	\$18.50
10-18-21	TJT	Preparation of e-mail to Paul Smith re PCCLB.	0.10	185.00	\$18.50
10-18-21	RME	Rev. new contract for study services from UF; advise Ms. McNeese and Ms. Lewis of my approval.	0.20	185.00	\$37.00

10-18-21	RME	Rev. draft documents re RFP 220003-P-JL, Solid Waste Recycling Addendum 1 with tracked edits; advise Ms. Lewis of opinion.	0.80	185.00	\$148.00
10-18-21	RME	Review email and attached Taser weapon contract document provided by vendor; rev. relevant section of City Charter; draft response to TSPD providing some initial feedback but recommending that the department work through procurement staff before sending the agreement to us for final review.	0.40	185.00	\$74.00
10-18-21	TJT	Return pcs to Commissioner Vatikiotis re: PRR and Anclote Harbor.	0.90	185.00	\$166.50
10-18-21	TJT	Legal research on PCCLB jurisdiction on unlicensed contractors.	0.50	185.00	\$92.50
10-18-21	TJT	Research of records for PRR by Atty Armstrong.	0.40	185.00	\$74.00
10-18-21	KRT	E-mail to/from Ron Harring providing outstanding invoice due to Riggins, Atkinson, Combs & Associates, Inc. for the appraisal prepared in connection with the Innes Park Extension property. E-mail from Ron H. advising payment to be made this week.	0.10	75.00	\$7.50
10-18-21	RME	Review draft construction solicitation document package regarding Cycadia Mausoleum renovation/repairs & advise staff on comments.	0.90	185.00	\$166.50
10-19-21	TJT	Receipt and review of e-mail from Janina Lewis re engineer of record agreement.	0.10	185.00	\$18.50
10-19-21	TJT	Receipt and review of e-mail from Michele Manousos re Morgan Group public records request.	0.10	185.00	\$18.50
10-19-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re Morgan Group 3rd public records request.	0.20	185.00	\$37.00
10-19-21	TJT	Preparation of e-mail to Jane Graham re affected party status.	0.10	185.00	\$18.50
10-19-21	TJT	Receipt and review of e-mail from Carol Renardo re Hattey cemetery issue.	0.10	185.00	\$18.50
10-19-21	TJT	Receipt and review of e-mail from Jane Graham re affected party status.	0.10	185.00	\$18.50
10-19-21	TJT	Preparation of e-mail to Carol Renardo re Hattey cemetery issue.	0.10	185.00	\$18.50
10-19-21	TJT	Preparation of e-mail to Katie Cole re Yacht Club.	0.10	185.00	\$18.50
10-19-21	TJT	Preparation of e-mail to City Commission re affected party status.	0.10	185.00	\$18.50
10-19-21	TJT	Review of Hattey Trust and Will in order to answer email from Carol R.	0.20	185.00	\$37.00
10-19-21	RME	Rev. new version of UF contract with City to perform study services and respond to Ms. McNeese's request for review.	0.10	185.00	\$18.50
10-20-21	TJT	Phone call from Atty Armstrong re: Anclote Harbor and ex parte communications.	0.20	185.00	\$37.00

10-20-21	TJT	Legal research re: ex parte communications and competent substantial evidence.	2.60	185.00	\$481.00
10-20-21	TJT	Review of mural agreement and exhibit in order to respond to email from Diane W.	0.30	185.00	\$55.50
10-20-21	TJT	Phone call to Commissioner Vatikiotis in response to email.	0.30	185.00	\$55.50
10-20-21	TJT	Revision to BOC agenda for 10/26/21.	0.10	185.00	\$18.50
10-20-21	TJT	Review Creative Pinellas power point and MOU. Research on sunbiz for corporate information. Create list of necessary changes in order to respond to email from Karen L.	0.90	185.00	\$166.50
10-20-21	TJT	Review of Savannah Cove Ground Lease, First Amendment, draft Assignment and Assumption of Ground Lease and Certificate Regarding Ground Lease. Revise Assignment in order to respond to email from Atty Carl Eldred.	1.60	185.00	\$296.00
10-20-21	TJT	Receipt and review of e-mails (2) from Renea Vincent re Anclote Harbors agenda materials.	0.20	185.00	\$37.00
10-20-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re Anclote Harbors.	0.10	185.00	\$18.50
10-20-21	TJT	Receipt and review of e-mail from Diane Wood re softball mural agreement.	0.10	185.00	\$18.50
10-20-21	TJT	Preparation of e-mail to Judy Staley re Oct. 26 agenda.	0.10	185.00	\$18.50
10-20-21	TJT	Receipt and review of e-mail from Judy Staley re Oct. 26 agenda.	0.10	185.00	\$18.50
10-20-21	TJT	Preparation of e-mail to Karen Lemmons re arts and cultural district MOU.	0.30	185.00	\$55.50
10-20-21	TJT	Preparation of e-mail to Carl Eldred re assignment of ground lease.	0.10	185.00	\$18.50
10-20-21	TJT	Receipt and review of e-mail from Carl Eldred re assignment of ground lease.	0.20	185.00	\$37.00
10-20-21	TJT	Preparation of e-mail to Diane Wood re softball mural agreement.	0.10	185.00	\$18.50
10-21-21	TJT	Review of letter and attachments from Atty Armstrong. Legal research regarding same.	1.30	185.00	\$240.50
10-21-21	TJT	Phone calls from/to Commissioners Karr, Donovan and Vatikiotis re: request to recuse.	0.40	185.00	\$74.00
10-21-21	TJT	Return pc to Mark L. re: Eisner FB post.	0.10	185.00	\$18.50
10-21-21	TJT	Review of 2008 Minutes, Requests for Recusal and Memorandum from Atty. Yacavone.	0.70	185.00	\$129.50
10-21-21	TJT	Review of FB Posts of Commissioner Vatikiotis.	0.10	185.00	\$18.50

10-21-21	TJT	Review of Savannah Lease and revise draft Certificate.	0.40	185.00	\$74.00
10-21-21	RME	Read email from Mr. Trask and attached letter from an applicant's attorneys regarding the applicant's request that a Commissioner recuse himself in an ex parte matter; draft response to Mr. Trask outlining the prior advice I had given the Commissioner on how he should handle ex parte information and confirming I did not advise on the recusal question.	0.20	185.00	\$37.00
10-21-21	KRT	E-mail from/to Judy S. regarding BOC Agenda package for 10-26-21.	0.10	75.00	\$7.50
10-21-21	TJT	Receipt and review of e-mail from Ed Armstrong re Anclote Harbors and Commissioner Vatikiotis.	0.10	185.00	\$18.50
10-21-21	TJT	Receipt and review of e-mails (2) from Costa Vatikiotis re request to recuse.	0.40	185.00	\$74.00
10-21-21	TJT	Receipt and review of e-mails (2) from Ron Haring re assignment of ground lease.	0.40	185.00	\$74.00
10-21-21	TJT	Preparation of e-mail to Mark LeCouris re assignment of ground lease.	0.10	185.00	\$18.50
10-21-21	TJT	Receipt and review of e-mail from Mark LeCouris re assignment of ground lease.	0.10	185.00	\$18.50
10-21-21	TJT	Preparation of e-mails (2) to Ron Haring re assignment of ground lease.	0.20	185.00	\$37.00
10-21-21	TJT	Receipt and review of e-mail from Pat McNeese re Meres Town Center.	0.20	185.00	\$37.00
10-21-21	TJT	Receipt and review of e-mail from Allie Keen re annexation ordinance.	0.10	185.00	\$18.50
10-21-21	TJT	Preparation of e-mails (3) to Carl Eldred re assignment of ground lease.	0.40	185.00	\$74.00
10-21-21	TJT	Receipt and review of e-mail from Judy Staley re October 26 agenda and packet.	0.20	185.00	\$37.00
10-22-21	TJT	Preparation for and pc to Atty Eldred re; Savannah Ground Lease and Promissory Note.	0.30	185.00	\$55.50
10-22-21	TJT	Review of Jeru Blvd. annexation ordinance in order to respond to email from Allie K.	0.10	185.00	\$18.50
10-22-21	TJT	Review of Stinson cemetery documents and return pc to Charlotte Simmons.	0.40	185.00	\$74.00
10-22-21	TJT	Review of lease documents for electric car and prepare counsel opinion.	0.50	185.00	\$92.50
10-22-21	TJT	Phone call from Mike Eisner re: FB posts.	0.10	185.00	\$18.50
10-22-21	TJT	Phone call from Renea V. re: property rights comp plan amendment.	0.10	185.00	\$18.50
10-22-21	TJT	Begin review of Anclote Harbor submissions and more legal research re: recusal.	2.60	185.00	\$481.00

10-22-21	KRT	E-mail from/to Judy S. providing additional Exhibit for Anclote Harbor application for BOC meeting on 10-26-21.	0.10	75.00	\$7.50
10-22-21	KRT	E-mail from/to Ron Haring advising that check is being mailed out today to Riggins, Atkinson. Phone call to Cole Riggins (appraiser) to advise of same.	0.10	75.00	\$7.50
10-22-21	KRT	E-mail to/from Ron Haring requesting Word version for opinion letter to Texas Capital Bank for electric car lease.	0.10	75.00	\$7.50
10-22-21	TJT	Receipt and review of e-mail from Ron Haring re electric car lease.	0.20	185.00	\$37.00
10-22-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re recusal from Anclote Harbors hearing.	0.30	185.00	\$55.50
10-22-21	TJT	Preparation of e-mail to Ron Haring re electric car lease.	0.20	185.00	\$37.00
10-22-21	TJT	Receipt and review of e-mails (3) from Ron Haring re assignment of ground lease.	0.30	185.00	\$55.50
10-22-21	TJT	Preparation of e-mails (3) to Ron Haring re assignment of ground lease.	0.20	185.00	\$37.00
10-22-21	TJT	Receipt and review of e-mail from Mark LeCouris re assignment of ground lease.	0.20	185.00	\$37.00
10-22-21	TJT	Preparation of e-mail to Mark LeCouris re assignment of ground lease.	0.20	185.00	\$37.00
10-22-21	TJT	Receipt and review of e-mails (2) from Jane Graham re Concerned Citizens evidence.	0.30	185.00	\$55.50
10-22-21	TJT	Receipt and review of e-mail from Ed Armstrong re Anclote Harbors.	0.20	185.00	\$37.00
10-22-21	TJT	Receipt and review of e-mails (2) from Carl Eldred re assignment of ground lease.	0.30	185.00	\$55.50
10-22-21	TJT	Receipt and review of e-mail from Jane Graham re virtual witness participation.	0.30	185.00	\$55.50
10-22-21	TJT	Preparation of e-mail to Jane Graham re Concerned Citizens evidence.	0.10	185.00	\$18.50
10-22-21	TJT	Receipt and review of e-mail from Barbara St. Clair re response to MOU.	0.30	185.00	\$55.50
10-22-21	TJT	Preparation of e-mails (2) to Carl Eldred re assignment of ground lease.	0.20	185.00	\$37.00
10-22-21	TJT	Receipt and review of e-mail from Renea Vincent re property rights element.	0.20	185.00	\$37.00
10-22-21	TJT	Preparation of e-mail to Barbara St. Clair re response to MOU.	0.10	185.00	\$18.50
10-22-21	TJT	Receipt and review of e-mail from Renea Vincent re Anclote Harbors letter from County.	0.10	185.00	\$18.50

10-22-21	TJT	Preparation of e-mail to Allie Keen re annexation ordinance.	0.10	185.00	\$18.50
10-22-21	TJT	Receipt and review of e-mail from Renea Vincent re Anclote Harbors emergency management review.	0.20	185.00	\$37.00
10-22-21	TJT	Preparation of e-mail to City Commission re Attorney Graham's request for virtual appearance testimony.	0.20	185.00	\$37.00
10-22-21	TJT	Preparation of e-mail to Paul Smith re Cycadia Cemetery.	0.10	185.00	\$18.50
10-22-21	TJT	Preparation of e-mail to Irene Jacobs re assignment of ground lease.	0.10	185.00	\$18.50
10-25-21	TJT	Receipt and review of e-mails (3) from Carl Eldred re assignment of ground lease.	0.40	185.00	\$74.00
10-25-21	TJT	Preparation of e-mail to Ron Haring re assignment of ground lease.	0.10	185.00	\$18.50
10-25-21	TJT	Receipt and review of e-mails (2) from Ron Haring re assignment of ground lease.	0.20	185.00	\$37.00
10-25-21	TJT	Preparation of e-mails (3) to Carl Eldred re assignment of ground lease.	0.30	185.00	\$55.50
10-25-21	TJT	Preparation of e-mails (3) to Mark LeCouris re assignment of ground lease.	0.30	185.00	\$55.50
10-25-21	TJT	Receipt and review of e-mails (2) from Mark LeCouris re assignment of ground lease.	0.20	185.00	\$37.00
10-25-21	TJT	Preparation of e-mail to Mark LeCouris and Ron Haring re assignment of ground lease.	0.10	185.00	\$18.50
10-25-21	TJT	Receipt and review of e-mail from Ed Armstrong re ex-parte communications.	0.20	185.00	\$37.00
10-25-21	TJT	Receipt and review of e-mails (2) from Costa Vatikiotis re Anclote Harbors additional backup.	0.30	185.00	\$55.50
10-25-21	TJT	Preparation of e-mail to Costa Vatikiotis re Anclote Harbors additional backup.	0.10	185.00	\$18.50
10-25-21	TJT	Receipt and review of e-mails (2) from Mark LeCouris re Anclote Harbors additional backup.	0.20	185.00	\$37.00
10-25-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re ex-parte communications.	0.10	185.00	\$18.50
10-25-21	TJT	Receipt and review of e-mails (3) from Mark LeCouris re Anclote Harbors additional backup.	0.30	185.00	\$55.50
10-25-21	TJT	Preparation of e-mails (3) to Mark LeCouris re Anclote Harbors additional backup.	0.30	185.00	\$55.50
10-25-21	TJT	Receipt and review of e-mail from Renea Vincent re Anclote Harbors.	0.10	185.00	\$18.50

10-25-21	TJT	Receipt and review of e-mail from Nick Makris re Ring Avenue townhomes.	0.10	185.00	\$18.50
10-25-21	TJT	Preparation of e-mail to Costa Vatikiotis re ex-parte communications.	0.10	185.00	\$18.50
10-25-21	TJT	Receipt and review of e-mail from Mark LeCouris re property rights element.	0.10	185.00	\$18.50
10-25-21	TJT	Receipt and review of e-mail from Kim Yothers re property rights element.	0.20	185.00	\$37.00
10-25-21	TJT	Receipt and review of e-mails (2) from Irene Jacobs re FS 286 request.	0.20	185.00	\$37.00
10-25-21	TJT	Receipt and review of e-mail from Renea Vincent re Anclote Harbors geotechnical report.	0.10	185.00	\$18.50
10-25-21	TJT	Receipt and review of e-mail from Renea Vincent re staff responses to Commissioner Karr's questions.	0.20	185.00	\$37.00
10-25-21	TJT	Preparation of e-mails (2) to Irene Jacobs re FS 286 request.	0.20	185.00	\$37.00
10-25-21	TJT	Phone calls from/to Mayor Alahouzos, Commissioner Donovan, Commission Vatikiotis and Irene Jacobs. Read Concerned Citizens Exhibits for Anclote Harbor hearing. Complete reading agenda packet and documents printed from Tarpon Connect page. Additional research on ex-parte communications. Review draft of Vatikiotis disclosure. Review documents Commissioner Vatikiotis wants included in BOC backup. Review responses to questions raised by Vice Mayor.	5.10	185.00	\$943.50
10-25-21	TJT	Review of Easement re: sewer tie-in preparation for pc.	0.20	185.00	\$37.00
10-25-21	TJT	Phone call to Atty Armstrong re: OJ hearing procedures and ex parte communications Resolution.	0.30	185.00	\$55.50
10-25-21	KRT	E-mail to Judy S. requesting distribution of memo to Board of Commissioners requesting authorization for settlement of roll off dumpster account.	0.10	75.00	\$7.50
10-26-21	TJT	Receipt and review of e-mails from Theresa Badurek, Megan Colby, Aris Papadonakis, David Lindsay and Marion Lindsay re Anclote Harbors project.	0.70	185.00	\$129.50
10-26-21	TJT	Zoom meeting with Tom Kiger and Ray Page re: sewer line tie-in.	0.40	185.00	\$74.00
10-26-21	TJT	Phone call from Frank R. re: Baker Act and PRR.	0.10	185.00	\$18.50
10-26-21	TJT	Review of additional exhibits received for Anclote Harbor OJ hearing. Pcs to/from Mayor, Comm. Vatikiotis and Renea Vincent. Organize files and notebooks.	3.20	185.00	\$592.00
10-26-21	TJT	Phone call from Atty Graham re: Anclote Harbor.	0.10	185.00	\$18.50
10-26-21	TJT	Preparation for, travel to and attendance at Commission meeting.	7.00	185.00	\$1,295.00

10-26-21	TJT	Receipt and review of e-mail from Cyndi Tarapani re Anclote Harbors exhibits.	0.10	185.00	\$18.50
10-26-21	TJT	Receipt and review of e-mail from Irene Jacobs re Anclote Harbors exhibits.	0.10	185.00	\$18.50
10-26-21	TJT	Receipt and review of e-mail from Michele Manousos re Anclote Harbors.	0.10	185.00	\$18.50
10-26-21	TJT	Receipt and review of e-mail from Carl Wagenfohr re transportation PPT.	0.10	185.00	\$18.50
10-26-21	TJT	Receipt and review of e-mails (2) from Costa Vatikiotis re Anclote Harbors exhibits.	0.20	185.00	\$37.00
10-26-21	TJT	Receipt and review of e-mails (2) from Renea Vincent re Armstrong public records request.	0.20	185.00	\$37.00
10-26-21	TJT	Receipt and review of e-mail from Scott Young re Oldsmar Fire Rescue agreement.	0.10	185.00	\$18.50
10-26-21	TJT	Preparation of e-mail to Irene Jacobs re Anclote Harbors exhibits.	0.10	185.00	\$18.50
10-26-21	TJT	Receipt and review of e-mails (2) from Jane Graham re time limits.	0.20	185.00	\$37.00
10-26-21	TJT	Preparation of e-mail to Costa Vatikiotis re ex-parte communications.	0.10	185.00	\$18.50
10-26-21	TJT	Receipt and review of e-mail from Costa Vatikiotis re ex-parte communications.	0.10	185.00	\$18.50
10-26-21	TJT	Receipt and review of e-mail from Ray Page re 16 Villa Street.	0.10	185.00	\$18.50
10-26-21	TJT	Receipt and review of e-mail from Carl Eldred re assignment of ground lease.	0.20	185.00	\$37.00
10-26-21	TJT	Preparation of e-mail to Ed Armstrong re ex-parte communications.	0.10	185.00	\$18.50
10-26-21	TJT	Receipt and review of e-mail from Tom Funcheon re 16 Villa Street.	0.10	185.00	\$18.50
10-26-21	TJT	Preparation of e-mail to Costa Vatikiotis re Anclote Harbors witnesses.	0.10	185.00	\$18.50
10-26-21	TJT	Receipt and review of e-mail from Ron Haring re assignment of ground lease.	0.10	185.00	\$18.50
10-26-21	TJT	Preparation of e-mail to Mark LeCouris and Irene Jacobs re assignment of ground lease.	0.20	185.00	\$37.00
10-26-21	KRT	E-mail to Ron Haring providing executed Opinion Letter for Texas Capital Bank (re: Lease of 2022 Nissan Leaf).	0.10	75.00	\$7.50
10-27-21	TJT	Review of official records and PCPAO website for conservation easement on Savannah Cove property. Phone call from Atty Eldred. Review revised language.	0.80	185.00	\$148.00

10-27-21	TJT	Review of revised Assignment and Certificate re: Savannah Cove. Review draft letter re: promissory note.	0.20	185.00	\$37.00
10-27-21	TJT	Phone call from Renea V. re: releasing city witnesses.	0.10	185.00	\$18.50
10-27-21	TJT	Preparation for, travel to in attendance at commission meeting.	11.50	185.00	\$2,127.50
10-27-21	TJT	Receipt and review of e-mail from Janina Lewis re Pent & Grosse Street drainage.	0.20	185.00	\$37.00
10-27-21	TJT	Receipt and review of e-mail from Michele Manousos re Savannah Cove.	0.10	185.00	\$18.50
10-27-21	TJT	Receipt and review of e-mail from Paul Smith re Cycadia rules.	0.10	185.00	\$18.50
10-27-21	TJT	Preparation of e-mail to Carl Eldred re assignment of ground lease.	0.20	185.00	\$37.00
10-27-21	TJT	Receipt and review of e-mails (3) from Carl Eldred re assignment of ground lease.	0.30	185.00	\$55.50
10-27-21	TJT	Preparation of e-mail to Michele Manousos, Mark LeCouris and Irene Jacobs re Savannah Cove.	0.20	185.00	\$37.00
10-27-21	TJT	Receipt and review of e-mail from Irene Jacobs with email from Lillian Brown re Anclote Harbors.	0.20	185.00	\$37.00
10-27-21	KRT	E-mails from/to Judy S. re: Tom's Office Hours tomorrow.	0.10	75.00	\$7.50
10-28-21	TJT	Preparation of e-mails (2) to Ron Haring re assignment of ground lease.	0.20	185.00	\$37.00
10-28-21	TJT	Receipt and review of e-mails (3) from Ron Haring re assignment of ground lease.	0.20	185.00	\$37.00
10-28-21	TJT	Preparation of e-mail to Carl Eldred re assignment of ground lease.	0.10	185.00	\$18.50
10-28-21	TJT	Receipt and review of e-mail from Carl Eldred re assignment of ground lease.	0.10	185.00	\$18.50
10-28-21	TJT	Preparation of e-mails (2) to Judy Staley re assignment of ground lease.	0.10	185.00	\$18.50
10-28-21	TJT	Receipt and review of e-mails (3) from Judy Staley re assignment of ground lease.	0.20	185.00	\$37.00
10-28-21	TJT	Preparation of e-mails (2) to Judy Staley re Savannah Cove Apartments.	0.20	185.00	\$37.00
10-28-21	TJT	Receipt and review of e-mail from Judy Staley re special session agenda and packet.	0.20	185.00	\$37.00
10-28-21	EFA	Receipt and review of emails from Judy Staley with attached agendas for upcoming Special Session of the BOC.	0.50	185.00	\$92.50
10-28-21	KRT	E-mail from/to Judy S. regarding cancellation of Office Hours today.	0.10	75.00	\$7.50

10-28-21	TJT	Phone call from from Commissioner Donovan re: Anclote Harbor meeting.	0.10	185.00	\$18.50
10-28-21	TJT	Preparation of memo to BOC re: Savannah Cove Ground Lease assignment.	0.40	185.00	\$74.00
10-28-21	RME	Review email from Ms. Lewis regarding City's desire to start process of calling performance bond on the contractor on the Grosse Draining project; pull recent example of letter to Surety; send Ms. Lewis the example and explain the process and what the City's letter should include.	0.30	185.00	\$55.50
10-29-21	TJT	Receipt and review of e-mail from Judy Staley with agenda and packet.	0.20	185.00	\$37.00
10-29-21	TJT	Receipt and review of e-mail from Pat McNeese re Anclote Harbors conservation easement.	0.20	185.00	\$37.00
10-29-21	TJT	Receipt and review of e-mail from Irene Jacobs with email from Pat DiPinto re Anclote Harbors.	0.20	185.00	\$37.00
10-29-21	TJT	Receipt and review of e-mail from Tony Mannello re Poulos easement.	0.10	185.00	\$18.50
10-29-21	TJT	Receipt and review of e-mail from Irene Jacobs re Facebook posts re Anclote Harbors.	0.10	185.00	\$18.50
10-29-21	EFA	Receipt and review of email from Judy Staley with revised special session agenda.	0.20	185.00	\$37.00
10-29-21	KRT	E-mail from/to Judy S. re: rescheduling of 10-28-21 Office Hours.	0.10	75.00	\$7.50

Services Subtotal: \$12,858.50

Subtotal	\$12,858.50
Discount	\$487.50
Tax	\$0.00
Total	\$12,371.00
Payment	\$0.00
Balance Owing	\$12,371.00

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$12,000.00	+	\$15,371.00	-	\$0.00	=	\$27,371.00

## Detailed Operating Retainer Summary

Previous Retainer Balance: \$0.00  
Deposits Since Last Invoice: \$12,000.00  
Remaining Retainer Balance: \$0.00

## Timekeeper Summary

Name	Initials	Hours	Rate	Total
Erica Augello	EFA	0.70	185.00	\$129.50
Kathy Tokos	KRT	1.00	75.00	\$75.00
Robert Eschenfelder	RME	2.90	185.00	\$536.50
Thomas J. Trask	TJT	65.50	185.00	\$12,117.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,966.12

Total Matter Balance \$15,371.00

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

### 10/16/2021 - 10/31/2021

TOTAL ATTORNEY HOURS	69.1
Base Retainer Hours	22.5
Additional Billable Hours	<u>46.6</u>

Retainer Amount Due	\$ 3,750.00
Additional Hours @185/hr	\$ 8,621.00
<b>TOTAL DUE THIS INVOICE</b>	<b><u>\$ 12,371.00</u></b>



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 #: 6754  
 Date: 11-01-2021  
 Due On: 11-30-2021

---

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
10-12-21	KRT	E-mail to/from attorneys for review and update to Litigation Status Report.	0.20	75.00	\$15.00
10-18-21	TJT	Review and finalize Litigation Status Report.	0.30	185.00	\$55.50
10-18-21	KRT	E-mail to BOC and Mark LeCouris of Litigation Status Report.	0.10	75.00	\$7.50
10-19-21	KRT	E-mail to Brian Bellinson advising of current amount due City in payment of NPC International Inc. bankruptcy claim.	0.20	75.00	\$15.00
10-26-21	KRT	E-mail to Bobbie C. confirming receipt of check for payment in full of NPC International, Inc. bankruptcy claim.	0.10	75.00	\$7.50
10-27-21	TJT	Receipt and review of e-mails (2) from Brian Bellinson re NPC bankruptcy.	0.20	185.00	\$37.00
10-27-21	KRT	E-mail from/to Brian Bellinson advising of our intent to file a Notice of Withdrawal of Claim and Removal from Service List re: NPC International, Inc. bankruptcy claim.	0.10	75.00	\$7.50
10-28-21	TJT	Preparation of Notice of Withdrawal of Claim and Request for Removal from Service List re: NPC International, Inc. bankruptcy.	0.40	185.00	\$74.00

Services Subtotal: \$219.00

Subtotal	\$219.00
Tax	\$0.00
Total	\$219.00
Payment	\$0.00
Balance Owing	\$219.00

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$2.96	+	\$219.00	-	\$2.96	=	\$219.00

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$2.96
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Kathy Tokos	KRT	0.70	75.00	\$52.50
Thomas J. Trask	TJT	0.90	185.00	\$166.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$219.00

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 #: 6753  
 Date: 11-01-2021  
 Due On: 11-30-2021

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

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Matter Name: Tarpon Springs/Code Enforcement Matters

Services

Date	Atty	Description	Quantity	Rate	Total
10-01-21	TJT	Preparation of e-mail to Mark LeCouris re Athens Street property deed in lieu.	0.10	175.00	\$17.50
10-01-21	TJT	Preparation of e-mail to City Commission re Athens Street property deed in lieu.	0.20	175.00	\$35.00
10-01-21	KRT	E-mail to Mark LeCouris providing memo to Mark LeCouris and Release of Code Enforcement Board Lien for execution re: vacant lot on Athens Street (Thalhofer).	0.10	75.00	\$7.50
10-04-21	TJT	Receipt and review of e-mail from Mark LeCouris re Athens Street deed-in-lieu.	0.10	175.00	\$17.50
10-05-21	TJT	Letter to Irene Jacobs re: Thalhofer Deed.	0.30	175.00	\$52.50
10-06-21	KRT	E-mail from/to Carol Renardo regarding hand-delivery to Tom tomorrow of executed Release of C.E. Board Lien re: L.R. Thalhofer.	0.10	75.00	\$7.50
10-07-21	KRT	Record in Official Records - Release of Code Enforcement Board Lien for vacant lot on Athens Street (Thalhofer)	0.30	75.00	\$22.50
10-07-21	KRT	E-mail to Carol R. confirming receipt of original Release of CEB Liens re: Thalhofer.	0.10	75.00	\$7.50
10-08-21	TJT	Receipt and review of e-mail from Beth Hughes re October code board packet change.	0.10	175.00	\$17.50

10-08-21	TJT	Receipt and review of e-mail from Brian Dwyer re CEB agenda and packet.	0.20	175.00	\$35.00
10-08-21	TJT	Prepare and send letter to L.R. Thalhofer enclosing original and recorded copy of Release of Code Enforcement Board Lien re: vacant land on Athens Street.	0.30	175.00	\$52.50
10-08-21	KRT	E-mail to/from Brian D. regarding minutes for October Code Board packet.	0.10	75.00	\$7.50
10-08-21	KRT	E-mail to Bobbie Cole providing copy of letter to L.R. Thalhofer and recorded Release of Code Enforcement Board Lien re: vacant land on Athens Street.	0.10	75.00	\$7.50
10-08-21	TJT	Review of CEB agenda package. NO CHARGE	0.30	0.00	\$0.00
10-08-21	RDM	Review agenda materials and prepare to cover meeting on October 14, 2021	0.70	175.00	\$122.50
10-12-21	KRT	E-mail from/to Bobbie C. re: coverage for CEB meeting on Thursday, October 14, 2021 due to Tom's absence.	0.10	75.00	\$7.50
10-14-21	RDM	Prepare for, travel to/from and attend code enforcement board hearing; Review rules of procedure and notes in advance of hearing	3.10	175.00	\$542.50
10-19-21	TJT	Review of CEB lien and emails on 311 E. Harrison Street. Return pc to Herman Taylor.	0.20	185.00	\$37.00
10-22-21	TJT	Review of Taylor CEB lien and pcs from/to nephew Tony Taylor.	0.20	185.00	\$37.00
10-22-21	TJT	Receipt and review of e-mail from Helmy Khalil re 987 Sunrise fines.	0.10	185.00	\$18.50
10-25-21	TJT	Receipt and review of e-mail from Helmy Khalil re offer of settlement.	0.10	185.00	\$18.50
10-25-21	TJT	Preparation of e-mail to Helmy Khalil re offer of settlement.	0.10	185.00	\$18.50
10-26-21	TJT	Preparation of e-mail to Helmy Khalil re settlement offer.	0.10	185.00	\$18.50
10-28-21	TJT	Receipt and review of e-mail from Helmy Khalil re payment of fine.	0.10	185.00	\$18.50
10-29-21	TJT	Receipt and review of e-mail from Brian Dwyer with CEB agenda and packet.	0.20	185.00	\$37.00
10-29-21	KRT	E-mail to/from Brian Dwyer re: November Code Board package. Phone call from Brian regarding Amended Affidavit. E-mail to Brian regarding omission of minutes from package.	0.10	75.00	\$7.50

Services Subtotal: \$1,171.00

#### Expenses

10-15-21	JT	PACER; Electronic Access to Court Records 08/26/2021 Docket Report (3 Pages) Re: Pruitt	1.00	0.30	\$0.30
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10-15-21	JT	PACER; Electronic Access to Court Records 08/03/2021 Bankruptcy Case Search (1) Re: Ingels	1.00	0.10	\$0.10
10-05-21	TJT	Photocopies - Letter to Irene Jacobs enc. Warranty Deed from Thalhofer	7.00	0.20	\$1.40
10-05-21	TJT	Postage - Letter to Irene Jacobs enc. Warranty Deed from Thalhofer	1.00	0.73	\$0.73
10-08-21	JT	E-Recording; Vacant Land on Athens Street (Thalhofer) ROL	1.00	14.50	\$14.50
10-08-21	TJT	Photocopies - Letter to L.R. Thalhofer enc. recorded Release of Code Enforcement Board Lien re: vacant land on Athens Street	3.00	0.20	\$0.60
10-08-21	TJT	Postage - Letter to L.R. Thalhofer enc. recorded Release of Code Enforcement Board Lien re: vacant land on Athens Street	1.00	0.53	\$0.53
					Expenses Subtotal: \$18.16

Subtotal	\$1,189.16
Tax	\$0.00
Total	\$1,189.16
Payment	\$0.00
Balance Owing	\$1,189.16

Statement Account Summary

Previous Balance	New Charges	Payments Received	Total Amount Outstanding			
\$1,663.83	+	\$1,189.16	-	\$1,663.83	=	\$1,189.16

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$1,663.83
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Kathy Tokos	KRT	1.00	75.00	\$75.00
Randy Mora	RDM	3.80	175.00	\$665.00
Thomas J. Trask	TJT	2.70	159.63	\$431.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$1,189.16

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



T R A S K  
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LLP  
ATTORNEYS

TIN: 59-3642714

# INVOICE

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

Invoice #: 6758  
Date: 11-01-2021  
Due On: 11-30-2021

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

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Matter Name: Tarpon Springs/Planning & Zoning

## Services

Date	Atty	Description	Quantity	Rate	Total
10-06-21	EFA	Receipt and review of email from Pat McNeese with legal opinion from 1st DCA; respond to same.	0.90	175.00	\$157.50
10-11-21	EFA	Receipt and review of email from Pat McNeese with attached agenda packet for upcoming meeting;	0.80	175.00	\$140.00
10-15-21	EFA	Receipt and review of email from Pat McNeese with attached citizen correspondence.	0.20	175.00	\$35.00
10-15-21	EFA	Receipt and review of emails from Pac McNeese with attached citizen correspondence.	0.40	175.00	\$70.00
10-18-21	NSM	Travel to, attend, and travel from meeting.	3.60	185.00	\$666.00
10-18-21	NSM	Receipt and review two emails with attachments from the City with public comments regarding the conditional use item on tonight's agenda. Review agenda in preparation for tonight's meeting.	1.50	185.00	\$277.50
10-19-21	EFA	Receipt and review of email from Pat McNeese with link to case studies.	0.50	185.00	\$92.50
10-21-21	EFA	Receipt and review of email thread regarding assertion of exparte communications and recusal; respond to same.	0.50	185.00	\$92.50
10-22-21	EFA	Receipt and review of voicemail from Renee Vincent; brief research on re-review of application; Imcb regarding same.	0.50	185.00	\$92.50

10-22-21	EFA	Receipt and review of email from Renea Vincent with attachments regarding comprehensive plan change.	0.40	185.00	\$74.00
10-25-21	EFA	Receipt and review of voicemail from Justin Vessey; review of portion of previous Planning and Zoning Board meeting regarding private property rights comprehensive plan change; tc with Justin Vessey; receipt and review of email from City Manager; conduct legal research.	2.40	185.00	\$444.00
10-25-21	EFA	Receipt and review of email from City Manager.	0.10	185.00	\$18.50
10-25-21	EFA	Receipt and review of email from Kim Yothers with attachments regarding reconsideration.	1.30	185.00	\$240.50

Services Subtotal: \$2,400.50

Subtotal	\$2,400.50
Tax	\$0.00
Total	\$2,400.50
Payment	\$0.00
Balance Owing	\$2,400.50

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$2,712.50	+	\$2,400.50	-	\$2,712.50	=	\$2,400.50

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$2,712.50
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Erica Augello	EFA	8.00	182.12	\$1,457.00
Nancy Meyer	NSM	5.10	185.00	\$943.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$2,400.50

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 #: 6755  
 Date: 11-01-2021  
 Due On: 11-30-2021

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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
10-04-21	EFA	Preparation for, travel to and from, and attendance at the regular meeting of the Heritage Preservation Board.	2.00	175.00	\$350.00
10-21-21	EFA	Receipt and review of email from Pat McNeese canceling meeting.	0.10	185.00	\$18.50
10-22-21	NSM	Exchange emails with Pat regarding November meeting being cancelled.	0.10	185.00	\$18.50
Services Subtotal:					\$387.00

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Subtotal	\$387.00
Tax	\$0.00
Total	\$387.00
Payment	\$0.00
Balance Owing	\$387.00

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## Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$612.50	+	\$387.00	-	\$612.50	=	\$387.00

## Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$612.50
Remaining Retainer Balance:	\$0.00

## Timekeeper Summary

Name	Initials	Hours	Rate	Total
Erica Augello	EFA	2.10	175.48	\$368.50
Nancy Meyer	NSM	0.10	185.00	\$18.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$387.00

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 #: 6752  
 Date: 11-01-2021  
 Due On: 11-30-2021

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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
10-14-21	EFA	Receipt and review of email from Kim Yothers with attached agenda packet for upcoming meeting.	0.30	175.00	\$52.50
10-14-21	EFA	Receipt and review of second email from Kim Yothers and attached updated agenda packet.	0.40	175.00	\$70.00
10-14-21	TJT	Receipt and review of e-mail from Kim Yothers with agenda and packet.	0.20	175.00	\$35.00
10-21-21	EFA	Receipt and review of email from Attorney TJT with attachment regarding board members; respond to same.	0.30	185.00	\$55.50
10-21-21	TJT	Receipt and review of e-mail from Mark LeCouris re Facebook posts before meeting by board member.	0.10	185.00	\$18.50

Services Subtotal: \$231.50

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Subtotal	\$231.50
Tax	\$0.00
Total	\$231.50
Payment	\$0.00
Balance Owing	\$231.50

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### Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$717.50	+	\$231.50	-	\$717.50	=	\$231.50

### Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$717.50
Remaining Retainer Balance:	\$0.00

### Timekeeper Summary

Name	Initials	Hours	Rate	Total
Erica Augello	EFA	1.00	178.00	\$178.00
Thomas J. Trask	TJT	0.30	178.33	\$53.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$231.50

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 #: 6750  
 Date: 11-01-2021  
 Due On: 11-30-2021

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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
10-01-21	EFA	Receipt and review of email from Attorney Candela with attached draft order.	0.20	175.00	\$35.00
10-04-21	EFA	Review and revision of proposed order; draft and preparation of email to Attorney Candela regarding same; receipt and review of email from State Attorney regarding same; receipt and review of email from Attorney Candela with attached revised order; draft and preparation of email to same regarding same.	1.40	175.00	\$245.00
10-11-21	EFA	Receipt and review of email from JA with attached executed order on return of property; draft and preparation of email to City regarding same; compilation and transmission regarding same.	0.40	175.00	\$70.00
10-14-21	EFA	Receipt and review of voicemail from Sergeant Miller; lmc b for same.	0.20	175.00	\$35.00
10-15-21	EFA	Receipt and reive of voicemail from Sergeant Miller; tc with same.	0.30	175.00	\$52.50
10-18-21	EFA	Receipt and review of voicemail from Sergeant Miller; draft and preparation of email to same; compilation and transmission of same.	0.30	185.00	\$55.50

Services Subtotal: \$493.00

Subtotal	\$493.00
Tax	\$0.00
Total	\$493.00
Payment	\$0.00
Balance Owing	\$493.00

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$1,552.23	+	\$493.00	-	\$1,552.23	=	\$493.00

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$1,552.23
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Erica Augello	EFA	2.80	176.07	\$493.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$493.00

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 #: 6759  
Date: 11-01-2021  
Due On: 11-30-2021

---

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
10-06-21	KRT	E-mail to/from Kim Ross at Atty. Zinzow's office re: status of Affidavit as to Attorneys' Fees.	0.10	75.00	\$7.50
10-21-21	KRT	E-mail to/from Kim at Atty. Zinzow's office re: status of Atty. Zinzow's review of the file.	0.10	75.00	\$7.50
10-27-21	KRT	E-mail to Rob E. requesting update on speaking with Atty. Zinzow regarding this file.	0.10	75.00	\$7.50
10-29-21	RME	Ph. conf. w/ City's fee expert.	0.20	185.00	\$37.00

Services Subtotal: \$59.50

## Expenses

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10-11-21	JMR	Postage (Affidavit of Beth Hughes with exhibits)	2.00	0.73	\$1.46
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Expenses Subtotal: \$1.46

Subtotal	\$60.96
Tax	\$0.00
Total	\$60.96
Payment	\$0.00
Balance Owing	\$60.96

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$182.50	+	\$60.96	-	\$182.50	=	\$60.96

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$182.50
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Kathy Tokos	KRT	0.30	75.00	\$22.50
Robert Eschenfelder	RME	0.20	185.00	\$37.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$60.96

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 #: 6757  
Date: 11-01-2021  
Due On: 11-30-2021

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

---

Matter Name: Opiate Litigation

### Services

Date	Atty	Description	Quantity	Rate	Total
10-28-21	TJT	Receipt and review of e-mail from John Guard with status of settlement.	0.10	185.00	\$18.50

Services Subtotal: \$18.50

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Subtotal	\$18.50
Tax	\$0.00
Total	\$18.50
Payment	\$0.00
Balance Owing	\$18.50

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### Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$17.50	+	\$18.50	-	\$17.50	=	<b>\$18.50</b>

### Detailed Operating Retainer Summary

Previous Retainer Balance: \$0.00  
Deposits Since Last Invoice: \$17.50  
Remaining Retainer Balance: \$0.00

### Timekeeper Summary

Name	Initials	Hours	Rate	Total
Thomas J. Trask	TJT	0.10	185.00	\$18.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$18.50

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 #: 6751  
Date: 11-01-2021  
Due On: 11-30-2021

---

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

---

Matter Name: Tarpon Springs/Alexander, Mary B.

## Services

Date	Atty	Description	Quantity	Rate	Total
10-12-21	TJT	Receipt and review of e-mail from Judy Staley re service of summons and complaint.	0.20	175.00	\$35.00
10-18-21	TJT	Review Summons and Complaint.	0.30	185.00	\$55.50
10-18-21	TJT	Review Notice of Serving Interrogatories.	0.10	185.00	\$18.50
10-18-21	TJT	Review Plaintiff's Interrogatories to Defendant.	0.10	185.00	\$18.50
10-18-21	TJT	Review Plaintiff's Request for Production of Documents to Defendant.	0.10	185.00	\$18.50
10-18-21	TJT	Review Plaintiff's Motion to Advance Trial on Docket.	0.10	185.00	\$18.50

Services Subtotal: \$164.50

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Subtotal	\$164.50
Tax	\$0.00
Total	\$164.50
Payment	\$0.00
Balance Owing	\$164.50

---

### Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$34.00	+	\$164.50	-	\$34.00	=	\$164.50

### Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$34.00
Remaining Retainer Balance:	\$0.00

### Timekeeper Summary

Name	Initials	Hours	Rate	Total
Thomas J. Trask	TJT	0.90	182.78	\$164.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$164.50

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 #: 6845  
 Date: 11-01-2021  
 Due On: 11-30-2021

---

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

---

Matter Name:Hutsenpiller, Paige and Lori vs. City of Tarpon Springs

### Services

Date	Atty	Description	Quantity	Rate	Total
10-07-21	TJT	Receipt and review of e-mail from Trish Hickey with Summons and Complaint.	0.20	175.00	\$35.00
10-07-21	TJT	Review Summons, Complaint, First Set of Interrogatories, Request for Production and Request for Admissions/Interrogatories.	0.50	175.00	\$87.50

Services Subtotal: \$122.50

---

Subtotal	\$122.50
Tax	\$0.00
<b>Total</b>	<b>\$122.50</b>
Payment	\$0.00
<b>Balance Owing</b>	<b>\$122.50</b>

---

### Statement Account Summary

Previous Balance		New Charges		Payments Received		<b>Total Amount Outstanding</b>
\$192.50	+	\$122.50	-	\$192.50	=	<b>\$122.50</b>

### Detailed Operating Retainer Summary

Previous Retainer Balance: \$0.00  
Deposits Since Last Invoice: \$192.50  
Remaining Retainer Balance: \$0.00

### Timekeeper Summary

Name	Initials	Hours	Rate	Total
Thomas J. Trask	TJT	0.70	175.00	\$122.50

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,966.12

Total Matter Balance \$122.50

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 #: 6747  
Date: 11-01-2021  
Due On: 11-30-2021

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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
10-11-21	JD	Review email from EFA re public records request and email to TJT re same.	0.20	175.00	\$35.00

Services Subtotal: \$35.00

---

Subtotal	\$35.00
Tax	\$0.00
<b>Total</b>	<b>\$35.00</b>
Payment	\$0.00
<b>Balance Owing</b>	<b>\$35.00</b>

---

## Statement Account Summary

Previous Balance		New Charges		Payments Received		<b>Total Amount Outstanding</b>
\$35.00	+	\$35.00	-	\$35.00	=	<b>\$35.00</b>

### 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	0.20	175.00	\$35.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,966.12

Total Matter Balance \$35.00

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 #: 6749  
Date: 11-01-2021  
Due On: 11-30-2021

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

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

## Services

Date	Atty	Description	Quantity	Rate	Total
10-08-21	TJT	Prepare Release of Code Enforcement Board Lien and memo to Mark LeCouris re: signing Release of CEB Lien for 711 N. Disston Avenue.	0.60	175.00	\$105.00
10-08-21	KRT	E-mail to Mark LeCouris providing Release of Code Enforcement Board Lien for execution and return.	0.10	75.00	\$7.50
10-12-21	KRT	Phone call from Bobbie Cole regarding water lien.	0.10	75.00	\$7.50
10-18-21	KRT	Meet briefly with Tom. E-mail to Bobbie C. confirming that water lien should be written off and a Satisfaction of Lien should be prepared and recorded by City. E-mail from/to Carol R. regarding execution and return of Release of CEB Lien.	0.20	75.00	\$15.00
10-28-21	KRT	Record in Official Records - Release of Code Enforcement Board Lien	0.30	75.00	\$22.50
Services Subtotal:					\$157.50

## Expenses

10-29-21	JT	E-Recording: 711 N. Disston Ave (Beals) ROL	1.00	14.50	\$14.50
Expenses Subtotal:					\$14.50

Subtotal	\$172.00
Tax	\$0.00
Total	\$172.00
Payment	\$0.00
Balance Owing	\$172.00

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$1,505.80	+	\$172.00	-	\$1,505.80	=	\$172.00

Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$1,505.80
Remaining Retainer Balance:	\$0.00

Timekeeper Summary

Name	Initials	Hours	Rate	Total
Kathy Tokos	KRT	0.70	75.00	\$52.50
Thomas J. Trask	TJT	0.60	175.00	\$105.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$172.00

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 #: 6756  
 Date: 11-01-2021  
 Due On: 11-30-2021

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

---

Matter Name: Tarpon Springs/Midcoast Construction Enterprises, LLC and Jack Fulford

Services

Date	Atty	Description	Quantity	Rate	Total
10-04-21	TJT	Preparation of e-mail to Michele Manousos re payment status.	0.10	175.00	\$17.50
10-04-21	TJT	Receipt and review of e-mail from Michele Manousos re payment status.	0.10	175.00	\$17.50
10-07-21	TJT	Receipt and review of e-mail from Jack Fulford re status/payment.	0.10	175.00	\$17.50
10-07-21	TJT	Preparation of e-mail to Jack Fulford re status/payment.	0.10	175.00	\$17.50
10-08-21	TJT	Receipt and review of e-mail from Jack Fulford re settlement negotiations.	0.30	175.00	\$52.50
10-08-21	TJT	Receipt and review of e-mail from Mark LeCouris re settlement negotiations.	0.10	175.00	\$17.50
10-08-21	TJT	Preparation of e-mail to Jack Fulford re settlement negotiations.	0.10	175.00	\$17.50
10-18-21	TJT	Receipt and review of e-mails (2) from Paul Smith re status of deposit.	0.20	185.00	\$37.00
10-18-21	TJT	Preparation of e-mail to Paul Smith re status of deposit.	0.10	185.00	\$18.50
10-18-21	TJT	Receipt and review of e-mail from Michelle Von Kramer re status of deposit.	0.10	185.00	\$18.50
10-18-21	TJT	Phone call to Paul Smith.	0.20	185.00	\$37.00

10-19-21	TJT	Receipt and review of e-mails (2) from Mark LeCouris re settlement negotiations.	0.10	185.00	\$18.50
10-19-21	TJT	Receipt and review of e-mail from Michele Manousos re settlement negotiations.	0.10	185.00	\$18.50
10-19-21	TJT	Preparation of e-mail to Jack Fulford re offer of settlement.	0.10	185.00	\$18.50
10-19-21	TJT	Preparation of e-mail to Mark LeCouris re settlement negotiations.	0.10	185.00	\$18.50
10-19-21	TJT	Phone call from Paul Smith.	0.10	185.00	\$18.50
10-25-21	TJT	Preparation of memo to Board of Commissioners requesting authorization for settlement of roll off dumpster account.	1.00	185.00	\$185.00
10-25-21	KRT	E-mail to Judy S. providing memo for distribution to Board of Commissioners requesting authorization for settlement of roll off account.	0.10	75.00	\$7.50

Services Subtotal: \$553.50

Subtotal	\$553.50
Tax	\$0.00
Total	\$553.50
Payment	\$0.00
Balance Owing	\$553.50

#### Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$207.50	+	\$553.50	-	\$207.50	=	\$553.50

#### Detailed Operating Retainer Summary

Previous Retainer Balance:	\$0.00
Deposits Since Last Invoice:	\$207.50
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	3.00	182.00	\$546.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$553.50

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 #: 6748  
Date: 11-01-2021  
Due On: 11-30-2021

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

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Matter Name: Nationstar Mortgage LLC vs. Estate of Thelma Louise Halsell (f/k/a Thelma C. Murray), et al. re: 1845 Wilmar Avenue, Tarpon Spr

### Services

Date	Atty	Description	Quantity	Rate	Total
10-26-21	TJT	Receipt and review of e-mail from Trish Hickey with Summons and Complaint.	0.20	185.00	\$37.00
10-27-21	TJT	Open file; review of Complaint, Lis Pendens and attachments; obtain background and liens from City; search public records for liens; prepare Answer and Affirmative Defenses and Designation of E-Mail Address.	2.00	185.00	\$370.00
10-28-21	KRT	E-mail from Bobbie C. providing payoff letter for utility lien.	0.10	75.00	\$7.50

Services Subtotal: \$414.50

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Subtotal	\$414.50
Tax	\$0.00
Total	\$414.50
Payment	\$0.00
Balance Owing	\$414.50

---

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$0.00	+	\$414.50	-	\$0.00	=	\$414.50

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
Kathy Tokos	KRT	0.10	75.00	\$7.50
Thomas J. Trask	TJT	2.20	185.00	\$407.00

Trust Account Balance \$0.00

Operating Account Balance \$0.00

Total Client Balance \$21,913.62

Total Matter Balance \$414.50

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 #: 8596  
Date: 11-11-2021  
Due On: 12-10-2021

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

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Matter Number:0010.0001 City of Tarpon Springs/General

## Services

Date	TK	Description	Hours	Rate	Total
10-04-21	EGJ	Phone conference with Jane Kniffen regarding need for leave	0.30	165.00	\$49.50
10-06-21	EGJ	Review correspondence and termination letter for Jane Kniffen	0.20	165.00	\$33.00
10-07-21	EGJ	Review correspondence from Jane Kniffen	0.10	165.00	\$16.50
10-08-21	EGJ	Phone conference with Jane Kniffen regarding employee leave request	0.20	165.00	\$33.00
10-08-21	EGJ	Review correspondence from Jane Kniffen regarding employee leave request	0.20	165.00	\$33.00

Services Subtotal: \$165.00

---

Total Invoice Due:	\$165.00
Payment	\$0.00
Total Balance Due:	\$165.00

---

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



# 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

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**TO:** Honorable Mayor and Board of Commissioners  
**THRU:** Janina Lewis, CPPO, NIGP-CPP, Procurement Services Director *QL*  
**FROM:** Anela Saday, Senior Procurement Analyst *AS*  
**DATE:** 11/16/2021  
**SUBJECT:** Award File No. 220051-N-AS, Single Source Purchase of OnBase Maintenance and Support

---

### RECOMMENDATION:

Award File No. 220051-N-AS, Single Source Purchase of OnBase Maintenance and Support to Information Access Systems, Inc., (a subsidiary of DataBank IMX) for the period of January 1, 2022 to December 31, 2022, in an amount not to exceed \$32,032.21, for the Information Technology Services Department.

### BACKGROUND:

The purpose of this contract is to provide maintenance and support for the City's OnBase information platform to assist with the City's business documents: finance invoicing and travel; procurement; fixed asset accountability; and other citywide forms for managing content, processes and data (see attached memo).

**FUNDING:** 001-0304-513-4600 Information Technology Services

Accepted by: \_\_\_\_\_  
City Manager

Attest: \_\_\_\_\_  
City Clerk



**MAINTENANCE INVOICE**

**NO. MO61301028**

**DATE: 10/23/2021**

Sales Order No. MO61301028  
 Order Type Maintenance Contract  
 Customer ID CIT0109

BILL TO:	SHIP TO:
MIS DIVISION CITY OF TARPON SPRINGS 324 E PINE STREET TARPON SPRINGS, FL 34689	MIS DIVISION CITY OF TARPON SPRINGS 324 E PINE STREET TARPON SPRINGS, FL 34689

Notes: \*OnBase Maintenance increase: Hyland has increased the annual uplift on OnBase maintenance from three percent to five percent effective immediately. This increase is reflected on the current invoice.  
 \*Reinstatement fees: Also effective with your 2022 customer renewals will be a mandatory 10 percent reinstatement fee for any past due invoice. Hyland will no longer offer any type of grace period. Renewals will be due in full before the maintenance start date.

LOCATION CODE	SHIP VIA	ORDERED BY	CUSTOMER P.O. NO.		
61	Bestway				
ORDER DATE	TERMS	SALES PERSON	CONTRACT NUMBER		
10/9/2021	Net 30	House Chesterton			
PART NUMBER	QUANTITY	UNITS	UNIT PRICE	DISC %	EXTENDED PRICE
17005	1.00	EACH	32,032.214000	0.00	32,032.21

ONBASE MAINTENANCE FEES - 1/1/2022 THRU 12/31/2022

0.00

32,032.21

Continued



# City of Tarpon Springs, Florida

Suzanne Linton  
IT Director

## MEMORANDUM

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DATE: November 08, 2021

TO: Janina Lewis, Procurement Services Director

FROM: Suzanne Linton, IT Director *SML*

RE: Authorize Purchase of OnBase Maintenance and Support

---

### Recommendation

Authorization to contract with Information Access Systems (a subsidiary of DataBank IMX) for OnBase maintenance and support in the amount of \$32,032.21, for the period of January 1, 2022 to December 31, 2022.

OnBase is a single enterprise information platform for managing content, processes and cases. The software assists with business documents, records and allows the city to capture documents and data from different file types and allows for quick access to content.

This software is currently used by all city departments for processing account payables, budget transfers, document tracking, work flows and electronic document storage.

FUNDING: 001-0304-513-4600

INFORMATION TECHNOLOGY SERVICES



**MAINTENANCE INVOICE**

**NO. MO61301028**

**DATE: 10/23/2021**

Sales Order No. MO61301028  
 Order Type Maintenance Contract  
 Customer ID CIT0109

BILL TO:	SHIP TO:
MIS DIVISION CITY OF TARPON SPRINGS 324 E PINE STREET TARPON SPRINGS, FL 34689	MIS DIVISION CITY OF TARPON SPRINGS 324 E PINE STREET TARPON SPRINGS, FL 34689

Notes: \*OnBase Maintenance increase: Hyland has increased the annual uplift on OnBase maintenance from three percent to five percent effective immediately. This increase is reflected on the current invoice.  
 \*Reinstatement fees: Also effective with your 2022 customer renewals will be a mandatory 10 percent reinstatement fee for any past due invoice. Hyland will no longer offer any type of grace period. Renewals will be due in full before the maintenance start date.

LOCATION CODE	SHIP VIA	ORDERED BY	CUSTOMER P.O. NO.		
61	Bestway				
ORDER DATE	TERMS	SALES PERSON	CONTRACT NUMBER		
10/9/2021	Net 30	House Chesterton			
PART NUMBER	QUANTITY	UNITS	UNIT PRICE	DISC %	EXTENDED PRICE

- Notes: HSI # 6716  
 OCOMPW1 Batch OCR Maintenance 4  
 CLMPW1 COLD/ERM Maintenance 1  
 CTMPC1 Concurrent Client (1-100) Maintenance 8  
 CTMPC1 Concurrent Client (1-100) Maintenance 20  
 AIMPW1 Desktop Document Imaging (15 ppm max) Maintenance 3  
 DGMPN1 Digital Signatures Maintenance 10  
 DGMPN1 Digital Signatures Maintenance 1  
 DGMPN1 Digital Signatures Maintenance 5  
 DGMPN1 Digital Signatures Maintenance 3  
 DGMPN1 Digital Signatures Maintenance 1  
 DGMPN1 Digital Signatures Maintenance 3  
 DGMPN1 Digital Signatures Maintenance 2  
 DGMPN1 Digital Signatures Maintenance 6  
 DGMPN1 Digital Signatures Maintenance 4  
 DGMPN1 Digital Signatures Maintenance 6  
 DPMPW1 Document Import Processor Maintenance 1  
 DRMPI1 Document Retention Maintenance 1  
 FMMP11 E-Forms Maintenance 1  
 IDMPC1 Full-Text Indexing Concurrent Client for Autonomy IDOL Maintenance 10  
 GV-B-MU2-OUTMPI1 Local Government Integration for Microsoft Outlook Maintenance 1  
 GV-B-LOCAL-M Local Government Licensing Bundle (Maintenance) 1  
 GV-B-MU2-OBAMPI1 Local Government Office Business Application Maintenance 1

0.00

32,032.21

Continued



**MAINTENANCE INVOICE**

**NO. MO61301028**

**DATE: 10/23/2021**

Sales Order No. MO61301028  
 Order Type Maintenance Contract  
 Customer ID CIT0109

BILL TO:	SHIP TO:
MIS DIVISION CITY OF TARPON SPRINGS 324 E PINE STREET TARPON SPRINGS, FL 34689	MIS DIVISION CITY OF TARPON SPRINGS 324 E PINE STREET TARPON SPRINGS, FL 34689

Notes: \*OnBase Maintenance increase: Hyland has increased the annual uplift on OnBase maintenance from three percent to five percent effective immediately. This increase is reflected on the current invoice. PAGE 3  
 \*Reinstatement fees: Also effective with your 2022 customer renewals will be a mandatory 10 percent reinstatement fee for any past due invoice. Hyland will no longer offer any type of grace period. Renewals will be due in full before the maintenance start date.

LOCATION CODE	SHIP VIA	ORDERED BY	CUSTOMER P.O. NO.		
61	Bestway				
ORDER DATE	TERMS	SALES PERSON	CONTRACT NUMBER		
10/9/2021	Net 30	House Chesterton			
PART NUMBER	QUANTITY	UNITS	UNIT PRICE	DISC %	EXTENDED PRICE

GV-B-MU2-WLMPC1 Local Government Workflow Concurrent Client SL Maintenance 8  
 OMMPI1-ANDPH Mobile Access for Android Maintenance 1  
 OMMPI1-IPHNI Mobile Access for iPhone Maintenance 1  
 CTMPN1 Named User Client (1-100) Maintenance 10  
 DIMPW1 Production Document Imaging (Kofax or Twain) (1) Maintenance 1  
 DIMPW2 Production Document Imaging (Kofax or Twain) (2+) Maintenance 3  
 GWMPI1 Public Sector Constituency Web Access Maintenance 1  
 UFMPI1 Unity Forms Maintenance 1  
 WTMPW1 Web Server Maintenance 1

Notes:

<b>Please Remit Payment to:</b> Databank IMX LLC PO BOX 829878 PHILADELPHIA, PA 19182-9878	<b>Electronic Remittances to:</b> Account Name: Databank IMX LLC Bank Name: Sumitomo Mitsui Banking Corp., New York Routing #: 0260-0967-4 Acct Number: 340491	Sales Total	32,032.21
		Shipping & Handling	0.00
		Total Misc. Charges	0.00
		Sales Tax	0.00
			32,032.21
		Less Paid Amount	0.00
		<b>TOTAL</b>	32,032.21



# 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 *AL*

**FROM:** Anthony McGee, NIGP-CPP, CPPO, CPPB, MBA, Senior Procurement Analyst *AM*

**DATE:** November 16, 2021

**SUBJECT:** Award File No. 220045-N-AM, Single Source Purchase of Pierce Fire Apparatus Original Equipment Manufacturer (OEM) Parts and Services

---

### RECOMMENDATION:

Award File No. 220045-N-AM Single Source Purchase of Pierce Fire Apparatus Original Equipment Manufacturer (OEM) Parts and Services to Ten 8 Fire Equipment Co. for the period December 1, 2021, through November 30, 2022, in an estimated annual amount of \$75,000 for Fleet Maintenance.

### BACKGROUND:

The purpose of this contract is to provide Pierce OEM parts and services for the cities fire apparatus. Ten 8 Fire Equipment is the authorized Pierce dealer and service center for our area. Approximately \$72,000.00 has been spent during the past 11 months.

### FUNDING:

Funding will be identified as parts and services are needed and receipts will be made against the blanket purchase order

Accepted by: \_\_\_\_\_  
City Manager

Attest: \_\_\_\_\_  
City Clerk



# City of Tarpon Springs, Florida

Public Works Dept.  
325 E. Pine Street  
Tarpon Springs, FL 34689  
(727) 942-5606

---

**To:** Janina Lewis, Procurement Services Director  
**From:** Tom Funcheon, Public Works Director   
**Date:** November 9, 2021  
**Regarding:** Single source purchase of Pierce (Fire Apparatus) OEM parts and service.

---

**Recommendation:**

Recommend awarding single source purchase of Pierce OEM parts and services for fire apparatus to Ten-8 for the period December 1, 2021 through November 30, 2022 in the amount of \$75,000.00 for fleet maintenance.

**Background:**

Ten-8 Fire Equipment provides OEM parts and service for the active Pierce fire apparatus in the cities fleet. In order to keep this equipment in operational condition OEM parts are required and at times OEM service from the manufacture is needed. Currently there are four Pierce Firetrucks utilized by the fire department. A new Peirce firetruck is currently being built and will change the number to five in F.Y. 2022.

PIERCE MANUFACTURING INC.

---

AN OSHKOSH CORPORATION COMPANY • ISO 9001 CERTIFIED



2600 AMERICAN DRIVE  
POST OFFICE BOX 2017  
APPLETON, WISCONSIN 54912-2017  
920-832-3000 • FAX 920-832-3208  
www.piercemfg.com

August 25, 2021

RE: Sole Source

To whom it may concern:

To provide you with the personalized level of sales, service, and warranty you deserve, Pierce Manufacturing Inc. has established a network of authorized dealers throughout the country.

Pierce approves the merger of Ten-8 Fire & Safety Equipment of Georgia, LLC and Ten-8 Fire Equipment, Inc. which was effective January 1, 2021. Likewise, Pierce Manufacturing approves the name change of these merged companies to Ten-8 Fire & Safety, LLC.

Ten-8 Fire & Safety, LLC is the exclusive dealer for the sale, service (including damage repairs), parts, and warranty of custom and commercial fire apparatus (including rescues, aerial ladders, aerial platforms, and pumpers) manufactured by Pierce in the states of Florida and Georgia. Ten-8 Fire & Safety, LLC is extremely qualified to provide you with the support you have come to expect from Pierce and has service and warranty facilities located in both states they serve.

Please contact Ten-8 Fire & Safety, LLC direct for sales and service support or visit their website for more information at [www.ten8fire.com](http://www.ten8fire.com).

Sincerely,

A handwritten signature in blue ink, appearing to read "Dan Meyer".

Dan Meyer  
Director, Strategic Development & Sales



# 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

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### MEMORANDUM

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**TO:** Honorable Mayor and Board of Commissioners  
**THRU:** Janina Lewis, CPPO, NIGP-CPP, Procurement Services Director *gl*  
**FROM:** Anthony McGee, NIGP-CPP, CPPO, CPPB, MBA, Senior Procurement Analyst *u*  
**DATE:** November 16, 2021  
**SUBJECT:** Award File No. 220046-N-AM, Single Source Purchase of Bucher Municipal Original Equipment Manufacturer (OEM) Parts and Services.

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### RECOMMENDATION:

Award File No. 220046-N-AM Single Source Purchase of Bucher Municipal Original Equipment Manufacturer (OEM) Parts and Services to Pat's Pump and Blower for the period December 1, 2021, through November 30, 2022, in an estimated annual amount of \$36,000.00 for Fleet Maintenance.

### BACKGROUND:

The purpose of this contract is to provide Bucher Municipal OME Parts and Services for city equipment (street sweepers). Pat's Pump and Blower is the authorized Bucher dealer and service center for our area. Approximately \$34,300.00 has been spent during the past 11 months.

### FUNDING:

Funding will be identified as parts and services are needed and receipts will be made against the blanket purchase order.

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

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**To:** Janina Lewis, Procurement Services Director

**From:** Tom Funcheon, Public Works Director 

**Date:** November 9, 2021

**Regarding:** Pats Pump Bucher Municipal OEM parts and service

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**Recommendation:**

Recommend awarding single source purchase of Bucher Municipal OEM street sweeper parts and service from Pats Pump and Blower for the period December 1, 2021 through November 9, 2022 in the amount of \$30,000.00 for fleet maintenance.

**Background:**

Pats Pump and Blower provides OEM parts and service for the active street sweepers in the cities fleet. In order to keep this equipment in operational condition OEM parts and service from the manufacture is needed at times. Currently there are three street sweepers in the cities fleet. In FY 2021 \$36,000.00 was spent with Pats Pump and Blower.

To Whom It May Concern,

1-1-2021

In the State of Florida, Pat's Pump is the sole source for Bucher Municipal Equipment parts. This applies to street sweepers manufactured by Bucher Municipal under the following brands; Bucher Sweepers and Johnston Sweepers.

Thanks,

Jason Coover  
Region Sales Manager  
Bucher Municipal North America  
682-321-8035  
Jason.coover@buchermunicipal.com

Howden Roots LLC



John T. Murphy  
Howden Root™ blowers

900 West Mount Street  
Connersville, IN 47331

T 610.733.0155  
Email: John.T.Murphy@Howden.com

TO WHOM IT MAY CONCERN

September 22, 2021

Subject: Howden Roots Authorized Truck Blower Distributor

Howden Roots LLC is pleased to inform you that Pat's Pump & Blower LLC, is the only Howden Roots authorized distributor for truck mount blowers for the industrial/municipal markets in the State of Florida, except for the Florida panhandle.

Pat's Pump & Blower LLC is also the only repair facility in Florida, excluding the panhandle, for the truck mount blower market and is certified by Howden Roots to repair all truck mount blowers (4 in – 12 in units). This authorization includes parts required for subject repairs. All Howden Roots authorized distributors must maintain an inventory of Howden Roots blowers and parts that meet our customer's needs. Pat's Pump & Blower LLC has complete shop capabilities where they can remove and reinstall the Howden Roots truck blowers to the truck frames for vacuum and pressure truck service. Also Howden Roots authorized distributors are authorized Howden Roots warranty repair centers. In addition, their service technicians have been factory trained, and they must renew their certificates every two (2) years.

Please contact Pat's Pump & Blower LLC at the address listed below concerning your Howden Roots truck blower requirements, and rest assured that they will provide the product support you have come to expect from all of the people associated with Howden Roots.

Pat's Pump & Blower LLC 2141 West Church Street, Orlando, FL 32805 Ph. 1-800-359-7867  
Fax: 407-648-2096.

Best Regards,

A handwritten signature in black ink that reads 'John T. Murphy'.

John T. Murphy  
Sales Manager - East

CC: Kevin Fender Pat's Pump & Blower LLC



**MEMORANDUM**

**To:** Mayor and Board of Commissioners

**From:** Renea Vincent, Planning Director, AICP, CPM

**Through:** Mark LeCouris, City Manager

**Date:** BOC Regular Session November 16, 2021

**Subject:** **Comprehensive Plan Update: Community Engagement Plan**

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**BACKGROUND:**

The city recently awarded an RFP to Tindale Oliver to conduct an update to the City's Comprehensive Plan. Tindale Oliver began work in September and is currently collecting background data and analysis in preparation for an intensive public engagement process.

The consultants have worked with staff to develop a public engagement plan in support of the overall update. Staff is seeking feedback and consensus on this public engagement plan.

Catherine Hartley, the project lead with Tindale Oliver, will be in attendance to answer any questions about the proposed engagement plan.

**ATTACHMENTS:**

Draft Public Engagement Plan

# City of Tarpon Springs 2040 Comprehensive Plan Update Public Involvement Plan

## Introduction

The City of Tarpon Springs has retained Tindale Oliver to update its Comprehensive Plan to orient planning and investment in the city towards sustainability. The update process will rely heavily on outreach to and involvement with City staff directly overseeing the project, project stakeholders, and the general public. This Public Involvement Plan lays out an approach for outreach and involvement with these groups.

The Comprehensive Plan update is also coordinated with the development of a Strategic Plan for the city. The Comprehensive Plan update process will incorporate and build on planning efforts already undertaken or that are underway currently.

## Outreach & Engagement Overview

Public involvement typically involves two major components – outreach, the aspect focused on spreading the word about a project and opportunities to be involved; and engagement, the aspect focused on how to engage and involve staff, stakeholders, and the public once they arrive at an in-person or digital involvement opportunity. The following section provides an overview of the outreach and engagement strategies that will be used throughout the project for defined groups or components related to the project.

## Project Lead Staff

Weekly/Monthly coordination meetings will take place with staff to allow for coordination on important milestones, upcoming challenges, etc. These meetings will be approximately 1 hour each, with some conducted in person and others as conference calls/video calls, depending on staff/team availability.

## Appointed Boards

Tindale Oliver will conduct workshops with the city's appointed boards, including the Planning and Zoning Board, Sustainability Committee, Heritage Preservation Board, Board of Adjustments, and Public Art Committee. Meetings with these groups are

anticipated to be small group discussions with project information and update materials provided (e.g., PowerPoints, informational handouts, maps of the area, information for additional public involvement opportunities).

### Comprehensive Plan Steering Committee:

At the discretion of the Board of Commissioners, a Steering Committee/stakeholder group will be formed to act as a sounding board for the overall plan update. To promote continued coordination/integration with the Strategic Plan the Board may wish to consider utilizing the same stakeholder group identified for the Strategic Plan development. Alternatively, a new group of stakeholders may be chosen.

### General Public

Outreach for the general public will include the following strategies:

- Project information, updates, and online engagement tools will be posted on a project webpage hosted by the City (Bang the Table).
- Tindale Oliver will develop project-branded email blasts to advertise engagement activities described further below and update the project webpage (staff to develop a draft flyer to advertise project and engagement activities via utility bill mailers).
- The flyer will be used as a basis to create digital promotional material for use with the City's email list and social media accounts.

These outreach efforts will be used to promote the following engagement opportunities for the project; content and format details are provided in the Task Descriptions and Tentative Schedule table below:

Task Descriptions and Tentative Schedule

Task	Tentative Schedule/Description
<b>1.0 Kickoff</b>	
<b>1.1 Staff Kickoff Meeting</b>	September 2021 (complete)
<b>1.2 Community Tour and Fieldwork/Data Collection and Analysis</b>	September-December 2021 Community Tour of CRA, MMTD, and Historic District; other areas TBD by staff; additional field work and data collection; begin data analysis
<b>1.3 Board of Commissioners Workshop</b>	December 2021 - Mid-January 2022 (depending on BOC and City Events schedule)  Tindale Oliver Staff will conduct a workshop with the elected officials to officially kick off the project. We will discuss the state statute requirements regarding the updates to the plan, the changes to the countywide plan, highlight some of our initial data findings, such as the changes to the CHHA and flood maps, and take direction from the board on their desired outcomes for the plan and how the strategic plan topics should inform the comprehensive plan. This workshop will set the stage for initial policy direction and inform some of the topics for the upcoming public outreach efforts.
<b>2.0 Policy Workshops I</b>	
<b>2.1 - Policy Workshop I: Issues and Opportunities- Meetings with Appointed Board Members</b>	February 2022 (depending on board and committee schedules)  <ul style="list-style-type: none"> <li>• Introduce the project and key findings from preliminary analysis</li> </ul>

<p>Board Breakout Sessions</p> <p><i>(Note: This meeting will be open to the public; however, public comments will be taken at the discretion of the boards)</i></p>	<ul style="list-style-type: none"> <li>• Overview of Strategic Plan and Commission priorities</li> <li>• Identify issues/opportunities in the city regarding resiliency and sustainability; display old and new flood maps and discuss implications; display old and new CHHA map and discuss policy implications; introduce topics for discussion that the commission desires (outcome of kickoff workshop); assess where the city is regarding implementation of earlier planning initiatives; identify any adjustments needed to meet planning goals.</li> <li>• Discuss next steps.</li> </ul>
<p><b>2.2 - Comprehensive Plan Steering Committee Workshop I</b></p>	
<p><b>2.3 – Online Engagement: Prerecorded Video and Survey</b></p>	
<p><b>2.4 - In-Person Public Workshop I</b></p>	
<p><b>Policy Workshops II</b></p>	
<p><b>2.5 Policy Workshop II – Draft Policy Concepts and Future Land Use Map - Meetings with Appointed Board Members</b></p> <p>Board Breakout Sessions</p> <p><i>(Note: This meeting will be open to the public; however, public comments will be taken at the discretion of the boards)</i></p>	<p>Late March/April 2022 (Depending on board schedules)</p> <p>Draft Policy Concepts; Draft Future Land Use Map</p> <ul style="list-style-type: none"> <li>• After the first workshops have been conducted and the first round of online engagement has been completed, we will present a summary of the community’s thoughts and some initial policies to the group. Feedback from these initial policy suggestions will be used to draft a strikeout and underline version of the goals, objectives, and polices.</li> <li>• We will also show the group the initial comparison of the City’s Future Land Use Map with the Countywide Map and the analysis of vacant land and redevelopment opportunities.</li> </ul>
<p><b>2.6 Online Engagement: Prerecorded Video with Survey II</b></p>	
<p><b>2.7 In-Person Public Workshop II</b></p>	
<p><b>Policy Workshops III</b></p>	

<p><b>2.8 Policy Workshop III – Review Draft Meetings with Appointed Board Members</b></p> <p><b>Board Breakout Sessions</b></p> <p><i>Note: This meeting will be open to the public; however, public comments will be taken at the discretion of the boards)</i></p>	<p>Mid-June-August 2022</p> <p>Draft Strikeout and Underline Presentations</p> <ul style="list-style-type: none"> <li>• During these workshops, we will present the strikeout and underline version of the goals, objectives, and policies, which will include policy direction from City staff and all engagement activities. The outcome of these workshops will inform the final draft submitted to staff.</li> <li>• An online public comment period will be open on the project webpage during this period</li> </ul>
<p><b>2.9 Online Engagement - Prerecorded Video and Survey III</b></p>	
<p><b>2.10 In-person Public Workshop III</b></p>	
<p><b>2.11 Comprehensive Plan Steering Committee Workshop II</b></p>	
<p><b>2.12 Board of Commissioners Workshop</b></p>	
<p><b>3.0 Submit Draft to Staff</b></p>	
<p><b>3.1 Draft</b></p>	<p>October 2022</p> <p>Submit to staff for review and comments</p>
<p><b>4.0 Agency Participation and Public Meetings</b></p>	
<p><b>4.1 Agency Participation</b></p>	<p>School Board, Forward Pinellas, FDOT (if needed) – Key milestones</p>
<p><b>4.2 Staff Coordination Meetings</b></p>	<p>Throughout project</p>
<p><b>4.3 Planning and Zoning Board Workshop</b></p>	<p>Final Draft GOPS – TBD based on timing of city staff comments</p>
<p><b>4.4 Commission Workshop</b></p>	<p>Final Draft GOPS – TBD based on timing of city staff comments</p>
<p><b>3.5 Optional Task (separate work order)</b></p>	<p>LPA, Transmittal, PPC, BOCC, and Adoption Hearings</p>

**Note: Public notices shall read “One or more elected and/or appointed officials may attendance of any public meeting”**



## Memorandum

**Date:** November 16, 2021  
**To:** Honorable Mayor and Board of Commissioners  
**Through:** Mark LeCouris, City Manager  
**From:** Irene Jacobs, City Clerk and Collector  
Paul Smith, Public Services Director  
**Subject:** Proposed Revisions to Cemetery Rules and Regulations Re: Cemetery Monument Authorization

### Summary

The Board has directed City staff to draft revisions to the *Rules and Regulations of Cycadia Cemetery* regarding owner authorization requirements for the installation of memorials / monuments on grave spaces. Specifically, the Board is considering adding a process for family members of certain eligible relation as defined by state statutes and with the consent of all surviving family members to be able to install a cemetery memorial / monument. The City Clerk's Office and Public Services Department worked with the City Attorney to develop draft rules revisions for Board review and approval.

A draft of proposed revisions to the *Rules and Regulations of Cycadia Cemetery* is attached as line-and-strike format. Also attached are new forms that the Clerk's Office would utilize to complete the process with required documentation.

In summary, the drafted revisions include the following changes to accommodate a requester when the owner of the gravesite is deceased and his/her estate has not been probated:

1. The relation of the requestor is limited to those established by state statute, to include: a surviving spouse, a child of the decedent, the decedent's mother or father, or a brother or sister of the decedent.
2. The requester will also provide letters of no objection from all other living family members of the decedent.
3. The requester will sign a hold harmless/indemnification agreement in favor of the City, holding the City Harmless and indemnifying the City for any claims made by the owner(s) of the gravesite for the installation of the memorial/monument as well as the requester's agreement to pay for the removal of the memorial/monument should the owner(s) require it to be removed.
4. If requester is not the owner or has not received permission from the owner for the installation of the memorial/monument the memorial/monument will be limited to the following information: name, date of birth, date of death, birthplace and city where the decedent is from.
5. This process will only be considered for single monuments, or for gravesites that have previously approved burial authorization matching the request

The Clerk's Office will maintain and require certain forms and documentation to be completed and submitted as part of the proposed revisions. These forms include:

1. "No Objection" Form – Is for all to sign without hold harmless
2. Owner giving someone permission (Singular)
3. Owners giving someone permission (Multiple)
4. Monument with hold harmless (Single)
5. Monument with hold harmless (Multiple)
6. Plot improvement form

**Attachments:**

- Line and strike portion of *Rules and Regulations of Cycadia Cemetery*
- Revised forms

# Rules and Regulations of Cycadia Cemetery



BOC approved: January 31, 2006  
Memorial Insurance (no longer required): October 30, 2007  
Pricing: August 17, 2010  
Revised Rules and Fees: BOC Approved February 21, 2012  
Revised Columbarium Pricing: June 5, 2012  
Updated Monument Form: December 26, 2012  
Revised Fees: March 19, 2013

### XIII. MONUMENTS, MEMORIALS, MARKERS AND BENCHES

(1) Persons installing memorials/monuments must obtain permission from the City Clerk and Collector and must comply with any directions of the City Clerk and Collector. Such person(s) or firm(s) must submit a completed Monument/ Plot Improvement Request form(s) to the City Clerk's Office ~~with proper ownership~~. In the event the requester is not the owner, then the owner(s) must contact the City Clerk's Office and give permission to the requestor prior to any installation approval.

~~(2)~~(2) If the owner of the gravesite is deceased and his/her estate has not been probated the City Clerk may provide authorization to the requester to install a memorial/monument upon providing proof, acceptable to the City Clerk, providing that the requester is either:

- a. a surviving spouse,
- b. a child of the decedent,
- c. the decedent's mother or father, or
- d. a brother or sister of the decedent.

The requester will also provide letters of no objection from all other living family members of the decedent as well as sign a hold harmless/indemnification agreement in favor of the City, holding the City Harmless and indemnifying the City for any claims made by the owner(s) of the gravesite for the installation of the memorial/monument as well as the requester's agreement to pay for the removal of the memorial/monument should the owner(s) require it to be removed. If requester is not the owner or has not received permission from the owner for the installation of the memorial/monument the memorial/monument will be limited to the following information: name, date of birth, date of death, birth place and city where the decedent is from. This process will only be considered for single monuments, or for gravesites that have previously approved burial authorization matching the request. If forms and or information are incomplete, the City Clerk or designee will return those form(s), which could delay installment of the memorial/monument. Please allow a minimum of 48 hours for form processing.

~~(2)~~(3) Grave(s), crypt(s), niche(s), lawn crypts, scattering garden, cremation space(s), and private mausoleum space(s) must be paid in full before installation of monument or marker.

~~(3)~~(4) Installation of a memorial and foundation must be done in a manner that is both workmanlike and safe. Driving or placement of any vehicle or piece of equipment on a grave, crypt, niche, lawn crypt, scattering garden, cremation space(s), and private mausoleum or memorial is prohibited unless the City Manager or designee determines that damage will not be caused thereby.

~~(4)~~(5) Repairing, cleaning, or installation of a memorial and related work done at the Cemetery must be coordinated by the City Manager or designee and must be started and completed on a regular business day between 8:00 a.m. and 4:30 p.m. The City Manager or designee, after reasonable notice from and in consultation with the installer, may schedule the specific time of the work.

The monument company would have to submit in writing to the City Manager or designee why there is a hardship for not being able to do the installation on regular workdays. If approved the installation will be inspected the following work day and if there is a problem with the work that was done that it will be corrected by the monument company at their expense. If they fail to comply with this policy they will not be granted a hardship in the future.

~~(5)~~(6) Scrupulous cleanup is required as part of the installation process. Turf removed and dirt excavated must be hauled away from the Cemetery by the installer unless the Cemetery Services Supervisor or designee directs otherwise.

~~(6)~~(7) All work of any kind shall cease while a funeral or interment or entombment is underway nearby. Trucks and workers shall withdraw from the location of the funeral service to a reasonable distance designated by the City Manager or designee.

~~(7)~~(8) The City Manager or designee may reject any plan or design for a memorial or improvements that are unsuitable to the plot on which it is to be placed.

~~(8)~~(9) All monuments shall be installed plumb and level, of proper height for flat markers, and in line with surrounding monuments. Any monuments that are installed out of level or improperly rotated or of improper height will be required to be reinstalled at the installer's expense. In case of flat monuments, such monuments shall be flush with the ground. The City Manager or designee reserves the right to require certain procedures for monument installation. It is the responsibility of the installer to confirm with the Cemetery Manager any required procedures prior to installation and to follow such procedures as required.

~~(9)~~(10) Should any monument, mausoleum or tomb become unsightly, or a menace to safety, the City may, at the expense of the plot owner, repair, improve, or remove it.

~~(10)~~(11) \_\_\_\_\_ If the Cemetery finds that the memorial and/or foundation have been installed incorrectly or in violation of these rules and regulations, the City will notify the installer by certified mail with a copy to the plot owner of the defect(s).

If such defect(s) is not corrected within fifteen work days of the mailing of the notice, the memorial will be removed by the City for cost incurred for removal plus \$1.00/day storage and handling for each full day of storage before the memorial is picked up by the installer or plot owner. All removal, storage, and handling fees must be paid before the memorial will be released.

If the memorial is not claimed within six months of its removal, it will be disposed of by the City to partially recover removal and storage expenses.

~~(11)~~(12) \_\_\_\_\_ Memorial Inscriptions

1. Except as further limited herein, inscriptions shall be limited to:
  - a. Legal names or socially accepted nicknames;
  - b. Significant personal dates;
  - c. Emblems of organization or institutions incorporated in or recognized by the Federal or Florida governments;
  - d. Suitable quotations from any nationally distributed book of quotations, poetry, or religious text;
  - e. Exceptions as approved in advance solely at the discretion of the City.

~~(12)~~(13) \_\_\_\_\_ Bronze Memorial Plaques, Vases and Inscriptions - Standard Specified at the discretion of the City. (for the crypts and niches).

~~(13)~~(14) \_\_\_\_\_ Foundations

1. Any bronze memorial placed on a conventional grave, crypt, or niche must be mounted on a foundation of concrete or granite. Mounting must be done in a workmanlike manner.
2. All memorials and coping will have a minimum of 6” thick concrete foundation. The concrete will be at least the same width of length as the base.
3. If a memorial is mounted on a granite foundation the depth of the foundation, measured between its top and bottom surfaces, must be 6” or more inches thick, including under coping.

~~(14)~~(15) \_\_\_\_\_ No work will be done unless the Cemetery Services Manager or designee approves.

~~(15)~~(16) \_\_\_\_\_ All improvements or memorials must be placed within the boundaries of the approved parcel. Nothing is to be placed in the city right-of-way. If any improvements or memorials protrude into an adjoining parcel the improvement will be removed at the offending owner’s expense.

~~(16)~~(17) \_\_\_\_\_ Mausoleum Bench Policy – city approval is required prior to installation of any bench and or structure.

Installation of any bench in or around the mausoleum must meet the following guidelines:

- The bench must be an imperial rose granite color or equivalent. This is so it matches the crypt faceplates.
- The height of the bench must be approximately 1’ 6” high, 1’ 2.5” wide and 4’ 2” long.
- Benches are only allowed on the border of the outer perimeter of the concrete walkway around the mausoleum.
- Benches that interfere with the entombments will be moved and returned to their original place.
- Benches will not be allowed to be permanently attached to the concrete unless so required by the city.

Please note benches placed in burial plots are permitted as long as they are not placed in rights-of-way, and as approved by the City Manager or designee. No benches are allowed on the lawn crypts.

**XXIII. MONUMENTS PLOT IMPROVEMENT REQUEST FORM**



<b>City Clerk's Office (Approved Ownership and Deceased Location Only)</b> Approval Date: _____ Approved By: _____ Comments: _____ _____
--

**City of Tarpon Springs, Florida**

**CITY CLERK & COLLECTOR  
MONUMENT/PLOT IMPROVEMENT REQUEST FORM  
Cycadia Cemetery & Mausoleum**

**City Clerk's Office and Cemetery Office must approve request prior to any monument installation or improvements.**

Monument Company/Funeral Home: \_\_\_\_\_

Requested By: \_\_\_\_\_

Owner: \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Deceased: \_\_\_\_\_

Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Grave(s): \_\_\_\_\_

Building: \_\_\_\_\_ Section: \_\_\_\_\_ Level: \_\_\_\_\_ Crypt/Niche: \_\_\_\_\_ Double/Single: \_\_\_\_\_

**Building: \_\_\_\_\_ Lawn Crypt(s): \_\_\_\_\_ Double/Singe: \_\_\_\_\_**

**\*\*Please provide a clear neat drawing of the improvements including the dimensions and placement on the plot/Crypt/Niche/Lawn Crypt\*\***

<b>Cemetery Office (Approved Design/Layout Only)</b> Approval Date: _____ Approved By: _____ Comments: _____ _____
--

**(Non-owner(s)) \*\*Please provide a clear neat drawing of the improvements including the dimensions, placement on the plot/Crypt/Niche/Lawn Crypt including chosen inscription from what is allowed which includes: name, date of birth, date of death, birth place or city where the decedent is from. No other inscriptions are allowed see section XIII. Monuments, Memorials, Markers and Benches of the Cycadia Cemetery Rules and Regulations.**

<b>Cemetery Office (Approved Design/Layout Only)</b> Approval Date: _____ Approved By: _____ Comments: _____ _____
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\*\*\*\*OFFICE INFORMATION\*\*\*\*

**FINAL APPROVAL: (Valid only when all blanks are completed)** All work must be initialed by both the monument company Representative and the Cemetery Representative

Date: \_\_\_\_\_

Cemetery Sexton: \_\_\_\_\_

Monument Company Rep: \_\_\_\_\_


1. Ground Preparation/Foundation Form
2. Verify Concrete Foundation  
(Installation of coping/base)
3. Installing of Headstone/Structures
4. Final Inspection/Cleanup
5. Installed Plaque/Vase

## **Cycadia Cemetery: Summary of Rules and Regulations Relating to Monument Installations**

- Persons installing memorials must obtain permission from the City Clerk and Collector prior to any work to commence.
- No work will be done unless the Cemetery Services Manager or designee approves.
- Repairing, cleaning, or installation of a memorial and related work done at the Cemetery must be started and completed on a regular business day between 8:00 a.m. and 4:30 p.m.
- All monuments shall be installed plumb and level, of proper height for flat markers, and in line with surrounding monuments. In case of flat monuments, such monuments shall be flush with the ground.
- Any bronze memorial placed on a conventional grave, crypt, or niche must be mounted on a foundation of concrete or granite. Mounting must be done in a workmanlike manner.
- All memorials and coping will have a minimum of 6” thick concrete foundation.
- If a memorial is mounted on a granite foundation the depth of the foundation, measured between its top and bottom surfaces, must be 6” or more inches thick, including under coping.
- If the Cemetery finds that the memorial and/or foundation have been installed incorrectly or in violation, the City will notify the installer by certified mail with a copy to the plot owner of the defect(s).
- If such defect(s) is not corrected within 15 work days of the mailing of the notice, the memorial will be removed by the City for cost incurred for removal plus \$1.00/day storage and handling for each full day.
- If the memorial is not claimed within six months of its removal, it will be disposed of by the City to partially recover removal and storage expenses.

The above information is provided for a general summarization purpose only and does not represent the rules in their entirety. It is the monument installer’s responsibility to be familiar with and to follow the most current rules and the direction of the City Clerk and Cemetery Service Manager. For more detailed information please read the full Rules and Regulation of Cycadia Cemetery currently in effect.

**MEMORIAL/MONUMENT AUTHORIZATION**

Date: \_\_\_\_\_

TO: CITY CLERK & COLLECTOR  
P.O. Box 5004  
Tarpon Springs, FL 34688-5004

I, \_\_\_\_\_, as

Spouse/Child/Mother/Father/Brother/Sister, do hereby request to place a memorial/monument improvement (Attached Monument/Plot Improvement Request Form), on said grave space(s)/ Crypt(s)/Niche(s)/ Columbarium(s)/Lawn Crypt(s) and allow \_\_\_\_\_ to install.

<u>LEGAL DESCRIPTION</u>	<u>NAME &amp; ADDRESS</u>	<u>RELATIONSHIP</u>
<b>BLOCK/BUILDING:</b> _____	_____	_____
<b>LOT/SECTION:</b> _____		
<b>GRAVE(S)/CRYPT(S)/NICHE(S)/COLUMBARIUM(S)</b>		
<b>LAWN CRYPT(S):</b> _____		

The undersigned agrees that at all times: To hereby indemnify and hold harmless the City of Tarpon Springs, the Elected Officials, Officers, Appointees and Employees, from all claims Losses, Damages, Injuries, Liability, costs and expenses of whatever kind or nature (including attorney' fees) howsoever the same may be caused resulting directly or indirectly from honoring or refusing to honor the placement of this memorial/monument or its removal. The same shall include injury or death to any person or persons and damage to any property. I will also pay any costs necessary to remove any installed memorial/monuments should owner(s)/heir(s) object and want memorial/monument removed.

\_\_\_\_\_  
**Owner/Heir: Jane Doe**

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_ who \_\_\_\_ is personally known to me or who has produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public

**MEMORIAL/MONUMENT AUTHORIZATION**

Date: \_\_\_\_\_

TO: CITY CLERK & COLLECTOR  
P.O. Box 5004  
Tarpon Springs, FL 34688-5004

We, \_\_\_\_\_, as

Spouse/Children/Mother/Father/Brother(s)/Sister(s), do hereby request to place a memorial/monument improvement (Attached Monument/Plot Improvement Request Form), on said grave space(s)/ Crypt(s)/Niche(s)/Columbarium(s)/Lawn Crypt(s) and allow \_\_\_\_\_ to install.

<u>LEGAL DESCRIPTION</u>	<u>NAME &amp; ADDRESS</u>	<u>RELATIONSHIP</u>
BLOCK/BUILDING: _____	_____	_____
LOT/SECTION: _____		
GRAVE(S)/CRYPT(S)/NICHE(S)/COLUMBARIUM(S) LAWN CRYPT(S): _____		

We, the undersigned agree that at all times: To hereby indemnify and hold harmless the City of Tarpon Springs, the Elected Officials, Officers, Appointees and Employees, from all claims Losses, Damages, Injuries, Liability, costs and expenses of whatever kind or nature (including attorney' fees) howsoever the same may be caused resulting directly or indirectly from honoring or refusing to honor the placement of this memorial/monument or its removal. The same shall include injury or death to any person or persons and damage to any property. We will also pay any costs necessary to remove any installed memorial/monuments should owner(s)/heir(s) object and want memorial/monument removed.

\_\_\_\_\_  
Owner/Heir: Jane Doe

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_ who \_\_\_ is personally known to me or who has produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
**Owner/Heir: Joe Doe**

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_, 20\_\_\_\_ by  
\_\_\_\_\_ who \_\_\_ is personally known to me or who has  
produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public

**NO OBJECTION FOR MEMORIAL/MONUMENT**

Date: \_\_\_\_\_

TO: CITY CLERK & COLLECTOR  
P.O. Box 5004  
Tarpon Springs, FL 34688-5004

I, \_\_\_\_\_, as Spouse/Child/Mother/Father/Brother/Sister,  
give my consent to \_\_\_\_\_(requestor) and have  
no objection to place a memorial/monument improvement (Attached  
Monument/Plot Improvement Request Form), on said grave  
space(s)/crypt(s)/niche(s)/ columbarium(s)/ lawn crypt(s).

<u>LEGAL DESCRIPTION</u>	<u>NAME &amp; ADDRESS</u>	<u>RELATIONSHIP</u>
BLOCK/BUILDING: _____	_____	_____
LOT/SECTION: _____		
GRAVE(S)/CRYPT(S)/NICHE(S)/COLUMBARIUM(S) LAWN CRYPT(S): _____		

\_\_\_\_\_  
Owner/Heir: Jane Doe

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_, 20\_\_\_\_ by  
\_\_\_\_\_ who \_\_\_ is personally known to me or who has  
produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public

**MEMORIAL/MONUMENT AUTHORIZATION**

Date: \_\_\_\_\_

TO: CITY CLERK & COLLECTOR  
P.O. Box 5004  
Tarpon Springs, FL 34688-5004

I, \_\_\_\_\_, as Owner/Heir of the following grave space(s)/  
crypt(s)/niche(s)/columbarium(s)/lawn crypt(s), do hereby give authorization to  
\_\_\_\_\_ to request a memorial/monument  
improvement (Attached Monument/Plot Improvement Request Form), to be  
placed on said grave space(s)/crypt(s)/niche(s)/ columbarium(s)/ lawn crypt(s)  
and allow individual or company of their choice to install.

<u>LEGAL DESCRIPTION</u>	<u>NAME &amp; ADDRESS</u>	<u>RELATIONSHIP</u>
BLOCK/BUILDING: _____	_____	_____
LOT/SECTION: _____		
GRAVE(S)/CRYPT(S)/NICHE(S)/COLUMBARIUM(S) LAWN CRYPT(S): _____		

\_\_\_\_\_  
Owner/Heir: Jane Doe

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_, 20\_\_\_\_ by  
\_\_\_\_\_ who \_\_\_ is personally known to me or who has  
produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public

**MEMORIAL/MONUMENT AUTHORIZATION**

Date: \_\_\_\_\_

TO: CITY CLERK & COLLECTOR  
P.O. Box 5004  
Tarpon Springs, FL 34688-5004

We, \_\_\_\_\_, as Owners/Heirs  
of the following grave space(s)/ crypt(s)/niche(s)/columbarium(s)/lawn crypt(s),  
do hereby give authorization to \_\_\_\_\_ to  
request a memorial/monument improvement(Attached Monument/Plot  
Improvement Request Form), to be placed on said grave  
space(s)/crypt(s)/niche(s)/columbarium(s)/lawn crypt(s)  
and allow the individual or company of their choice to install.

<u>LEGAL DESCRIPTION</u>	<u>NAME &amp; ADDRESS</u>	<u>RELATIONSHIP</u>
BLOCK/BUILDING: _____	_____	_____
LOT/SECTION: _____		
GRAVE(S)/CRYPT(S)/NICHE(S)/COLUMBARIUM(S) LAWN CRYPT(S): _____		

\_\_\_\_\_  
**Owner/Heir: Jane Doe**

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_, 20\_\_\_\_ by  
\_\_\_\_\_ who \_\_\_ is personally known to me or who has  
produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
**Owner/Heir: Joe Doe**

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_, 20\_\_\_\_ by  
\_\_\_\_\_ who \_\_\_ is personally known to me or who has  
produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public



# *City of Tarpon Springs, Florida*

324 East Pine Street  
Post Office Box 5004  
Tarpon Springs, Florida 34689-5004  
(727) 938-3711  
Fax: (727) 937-8199  
[www.ctsfl.us](http://www.ctsfl.us)

**November 9, 2021**

**To: Mayor, Vice-Mayor and Commissioners**

**From: Mark G. LeCouris, City Manager**

**Subject: Request BOC Proceed with Resolution on Expenditure of Code Enforcement Funds**

Vice-Mayor Karr has requested Commission consideration of a Resolution on how Code Enforcement funds are spent within our budget. This subject was discussed during the budget process this summer. The vote would be to proceed with writing a Resolution along with providing feedback on the content of the Resolution.

# **LARRY COTTON VACATION OF RIGHT-OF-WAY #21-39 ORDINANCE 2021-25**

---

Board of Commissioners – November 2, 2021

– November 16, 2021



# LOCATION & CONTEXT



# SUMMARY OF REQUEST

## #21-39 – Vacation of a portion of Huey Avenue

- Right-of-way size is 21,561 square feet.
- Right-of-way is 60 feet wide and unimproved.
- Right-of-way will be evenly split between adjacent property owners:
  - Larry Joe Cotton (applicant)
  - Duke Energy Florida, Inc.
- If granted, the City will reserve Duke Energy's right to obtain easements for the existing power line corridors.



PINELLAS TRAIL (FORMERLY THE  
ATLANTIC COAST LINE RAILROAD - PLAT)

VACATED ATLANTIC AVENUE  
(VACATED IN ITS ENTIRETY  
PER O.R. 2213, PG. 597)

G

PINELLAS TRL

Duke  
Energy

Applicant

BLOCK 2

BLOCK 1

EXISTING ANCHOTE-LARGO TRANSMISSION LINE  
FLORIDA POWER CORPORATION'S

HUEY AVENUE  
60' R/W

RIVOT PL

ELIVE OAK ST

ELIVE OAK ST

LIVE OAK STREET  
R/W WIDTH VARIES

6

5

4

3

2

1

30' 30'

55

64

65

66

67

68

69

63

62

61

60

59

58

57



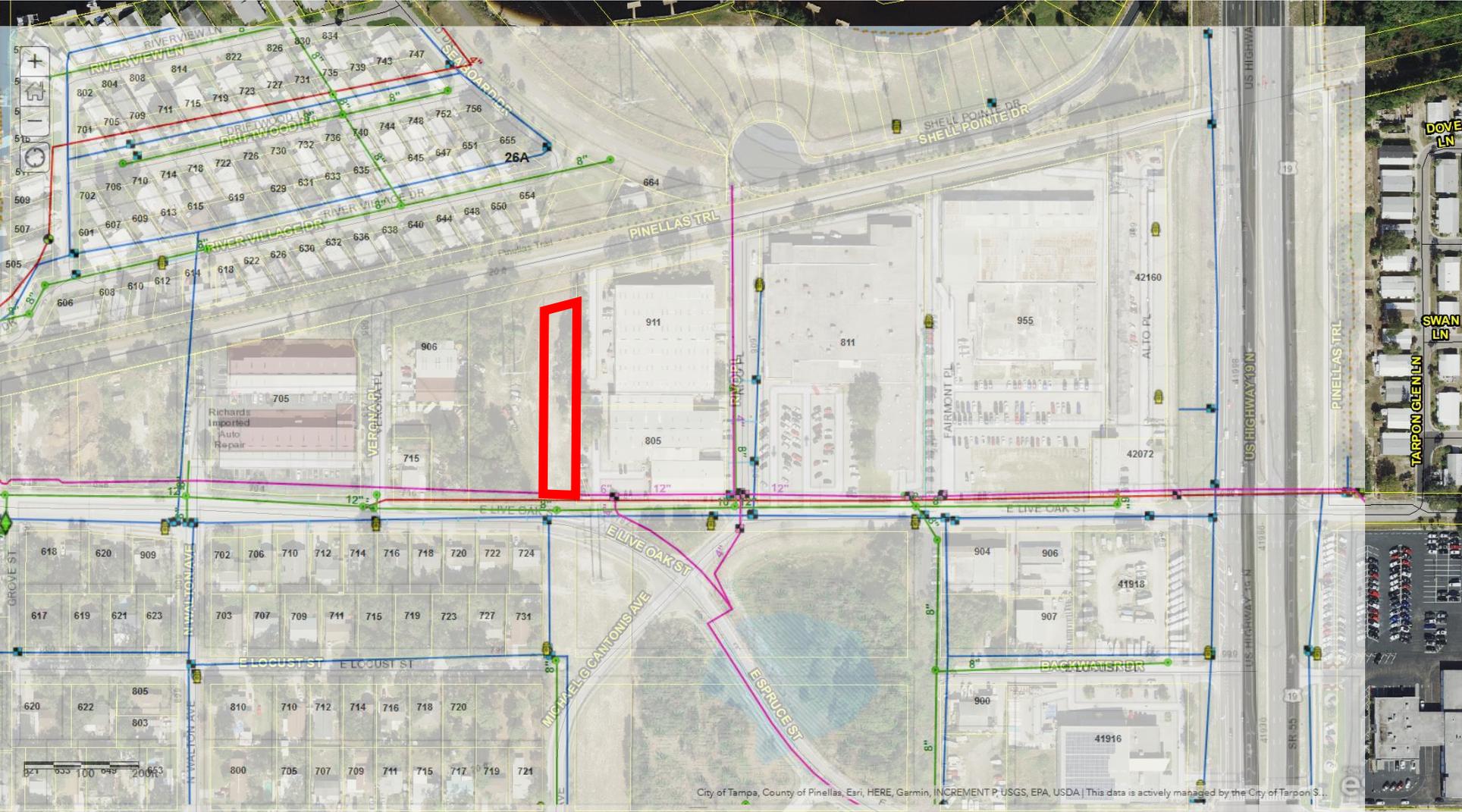
# STANDARDS OF REVIEW

## #21-39 – Vacation of a portion of Huey Avenue

The letters of no objection and/or easement requirements have been received from all franchised utility providers:

- City has no current or planned stormwater or utilities facilities in this right-of-way.
- Duke Energy will be provided with easements to accommodate existing powerline maintenance corridors.
- Other providers submitting letters of no objection:
  - Clearwater Gas System
  - WOW Internet, Cable and Phone
  - Brighthouse Networks
  - Frontier Communications
  - Pinellas County Real Estate Management

# UTILITIES



City of Tampa, County of Pinellas, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA | This data is actively managed by the City of Tarpon, FL.



# STANDARDS OF REVIEW

## #21-39 – Vacation of a portion of Huey Avenue

- The subject right of way does not provide the sole means of access to adjoining property;
- The subject right of way is not needed to implement the Future Traffic Circulation Map of the Tarpon Springs Comprehensive Plan; and,
- The subject right of way does not provide the adjoining neighborhood with viable useable access or vista to the City's shoreline.

# STANDARDS OF REVIEW

## #21-39 – Vacation of a portion of Huey Avenue

### Comprehensive Plan, Transportation Element, Policy 2.2.4:

“The City shall not vacate public right-of-way until it is determined that the right-of-way is not required for present or future public use, including utilities, roads, etc.”

- **Public Notice Provided – No Responses Received.**

# PRELIMINARY STAFF RECOMMENDATION

## #21-39 – Vacation of a portion of Huey Avenue

- Staff recommends approval of **Ordinance 2021-25** vacating a portion of Huey Avenue.

**ORDINANCE NO. 2021-25**

**AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA, VACATING AND ABANDONING THE RIGHT-OF-WAY (ROW) OF HUEY AVENUE LYING BETWEEN THE PINELLAS TRAIL AND EAST LIVE OAK STREET; PROVIDING FOR CONDITIONS; PROVIDING FOR FINDINGS; PROVIDING FOR A RESERVATION OF EASEMENT; PROVIDING FOR RECORDATION IN THE PUBLIC RECORDS OF PINELLAS COUNTY AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City has received a request (Application 21-39) for vacation of a portion of the unimproved right-of-way of Huey Avenue lying between the Pinellas Trail and East Live Oak Street, as shown in Exhibit "A"; and,

**WHEREAS**, the requested vacation will add to and facilitate the use of the adjoining properties seeking this vacation; and,

**WHEREAS**, Section 3(c) of the City Charter and Sections 216.00 and 216.01 of the Comprehensive Zoning and Land Development Code authorizes the Board of Commissioners to vacate the property described herein if all conditions are met; and,

**WHEREAS**, the Board of Commissioners wishes to reserve easement rights to Duke Energy to construct, remove, reconstruct, operate and maintain in perpetuity overhead and/or underground electric transmission and distribution lines, communication systems and related facilities for providing electric energy services within the areas described in Exhibit B; and,

**WHEREAS**, all other pertinent utility providers have provided the City with letters of no objection; and,

**WHEREAS**, written and published legal notice of this action has been provided in accordance with the Florida Statutes and the Comprehensive Zoning and Land Development Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, THAT:**

**SECTION 1: FINDINGS**

- a) The letters of no objection have been received from all franchised utility providers except Duke Energy;
- b) Duke Energy wishes to retain an easement to construct, remove, reconstruct, operate and maintain in perpetuity overhead and/or underground electric transmission and distribution lines, communication systems and related facilities for providing electric energy services within the areas described in Exhibit B.
- c) The subject right of way does not provide the sole means of access to adjoining property;

- d) The subject right of way is not needed to implement the Future Traffic Circulation Map of the Tarpon Springs Comprehensive Plan; and
- e) The subject right of way does not provide the adjoining neighborhood with viable useable access or vista to the City's shoreline.

## **SECTION 2: VACATION AND ABANDONMENT**

The City of Tarpon Springs does hereby approve the requested vacation and reserve Duke Energy easements as all conditions of LDC 216.01 have been met in the following described right-of-way:

See Exhibit "A" for legal description and sketch.

## **SECTION 3: EASEMENTS AND RESERVATIONS**

The City of Tarpon Springs does hereby reserve and grant to Duke Energy easement rights to construct, remove, reconstruct, operate and maintain in perpetuity overhead and/or underground electric transmission and distribution lines, communication systems and related facilities for providing electric energy services within the areas described in Exhibit B.

See Exhibit "B" for legal description and sketch.

## **SECTION 4: EFFECTIVE DATE OF THIS ORDINANCE**

This ordinance shall become effective upon adoption and recording of executed easements as provided in Section 3.

## **SECTION 5: RECORDATION IN THE PUBLIC RECORDS**

The City Clerk is directed to record a copy of this Ordinance in the Public Records of Pinellas County, Florida. The applicant is directed to record copies of the executed private easements to Duke Energy in the Public Records of Pinellas County, Florida.

SECTION . . . 7 . . . , TOWNSHIP . . . 27 . . . SOUTH, RANGE . . . 16 . . . EAST, . . . . . PINELLAS . . . . . COUNTY, FLORIDA

# LEGAL DESCRIPTION and SKETCH

THIS IS NOT A SURVEY

## LEGAL DESCRIPTION

THAT PORTION OF HUEY AVENUE (BEING A 60 FOOT WIDE RIGHT-OF-WAY) LYING BETWEEN BLOCKS 1 AND 2 OF RIVO ALTO, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 17, PAGES 2 AND 3, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA, SUBJECT TO THAT EASEMENT OR RIGHT OF WAY LYING 50 FEET EACH SIDE OF THE FLORIDA POWER CORPORATION'S EXISTING ANCLOTE - LARGO TRANSMISSION CENTERLINE.

CONTAINING 21,561 SQUARE FEET OR 0.4950 ACRES, MORE OR LESS.

## PREPARED FOR

COTTON FAMILY ASSOCIATES, LTD.

**SHEET 1 OF 2**

SURVEY REVISION: CHANGE PERIMETER OF VACATION AREA

CERTIFICATION: I HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT THE LEGAL DESCRIPTION AND SKETCH SHOWN HEREON SUBSTANTIALLY MEETS THE STANDARDS OF PRACTICE FOR LAND SURVEYING DESCRIBED IN THE STATE OF FLORIDA RULE 5J-17, F.A.C. FURTHERMORE, THIS CERTIFICATION SHALL NOT EXTEND TO ANY OTHER PERSONS OR PARTIES OTHER THAN THOSE NAMED HEREON AND SHALL NOT BE VALID AND BINDING AGAINST THE UNDERSIGNED SURVEYOR WITHOUT THE ORIGINAL RAISED SEAL AND SIGNATURE OF THE FLORIDA LICENSED SURVEYOR AND MAPPER.

JOB NUMBER: 050751A      DATE SURVEYED: N/A  
DRAWING FILE: 050751A-1.DWG      DATE DRAWN: 3-6-2019  
LAST REVISION: 10-5-2021      X REFERENCE: 050751



T.S.  
LB 1834

**GEORGE A. SHIMP II  
AND ASSOCIATES, INCORPORATED**

LAND SURVEYORS LAND PLANNERS  
3301 DeSOTO BOULEVARD, SUITE D  
PALM HARBOR, FLORIDA 34683  
PHONE (727) 784-5496 FAX (727) 786-1256

GEORGE A. SHIMP II, FLORIDA REGISTERED LAND SURVEYOR No. 2512



# Ordinance 2021-25 Exhibit B

SECTION . . . 7 . . . , TOWNSHIP . . . 27 . . . SOUTH, RANGE . . . 16 . . . EAST, . . . . . PINELLAS . . . . . COUNTY, FLORIDA

## LEGAL DESCRIPTION and SKETCH

THIS IS NOT A SURVEY

### LEGAL DESCRIPTION

#### EASEMENT A

A PORTION OF HUEY AVENUE (BEING A 60 FOOT WIDE RIGHT-OF-WAY) LYING BETWEEN BLOCKS 1 AND 2 OF RIVO ALTO, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 17, PAGES 2 AND 3, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE SOUTHWEST CORNER OF LOT 69, BLOCK 1 OF RIVO ALTO, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 17, PAGES 2 AND 3, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA; THENCE RUN S88°14'38"W ALONG THE NORTH RIGHT OF WAY OF LIVE OAK STREET, 30.00 FEET; THENCE DEPARTING FROM SAID NORTH RIGHT OF WAY RUN NORTH ALONG THE CENTERLINE OF HUEY AVENUE, A DISTANCE OF 155.73 FEET; THENCE RUN S22°54'27"E FROM SAID CENTERLINE TO A POINT ALONG THE EAST BOUNDARY OF HUEY AVENUE, A DISTANCE OF 77.07 FEET; THENCE ALONG SAID EASTERLY BOUNDARY RUN SOUTH, 83.82 FEET TO THE POINT OF BEGINNING.

CONTAINING 3,579.90 SQFT OR 0.0822 ACRES, MORE OR LESS.

#### EASEMENT B

A PORTION OF HUEY AVENUE (BEING A 60 FOOT WIDE RIGHT-OF-WAY) LYING BETWEEN BLOCKS 1 AND 2 OF RIVO ALTO, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 17, PAGES 2 AND 3, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHWEST CORNER OF LOT 64, BLOCK 1 OF RIVO ALTO, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 17, PAGES 2 AND 3, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA; THENCE RUN S20°58'10"W TO A POINT ALONG THE CENTERLINE OF HUEY AVENUE, A DISTANCE OF 83.83 FEET; THENCE RUN NORTH ALONG SAID CENTERLINE, A DISTANCE OF 71.51 FEET TO A POINT ON THE SOUTH RIGHT OF WAY OF ATLANTIC AVENUE, VACATED IN ITS ENTIRETY, AS RECORDED IN OFFICIAL RECORDS BOOK 2213, PAGE 597, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA; THENCE ALONG SAID SOUTH RIGHT OF WAY RUN N77°16'54"E, A DISTANCE OF 30.75 FEET TO THE POINT OF BEGINNING.

CONTAINING 1,072.60 SQFT OR 0.0246 ACRES, MORE OR LESS.

## SHEET 1 OF 2

CERTIFICATION: I HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT THE LEGAL DESCRIPTION AND SKETCH SHOWN HEREON SUBSTANTIALLY MEETS THE STANDARDS OF PRACTICE FOR LAND SURVEYING DESCRIBED IN THE STATE OF FLORIDA RULE 5J-17, F.A.C. FURTHERMORE, THIS CERTIFICATION SHALL NOT EXTEND TO ANY OTHER PERSONS OR PARTIES OTHER THAN THOSE NAMED HEREON AND SHALL NOT BE VALID AND BINDING AGAINST THE UNDERSIGNED SURVEYOR WITHOUT THE ORIGINAL RAISED SEAL AND SIGNATURE OF THE FLORIDA LICENSED SURVEYOR AND MAPPER.

JOB NUMBER: 050751B      DATE SURVEYED: N/A  
DRAWING FILE: 050751B.DWG      DATE DRAWN: 6-24-2021  
LAST REVISION: N/A      X REFERENCE: 050751



M.A.  
LB 1834

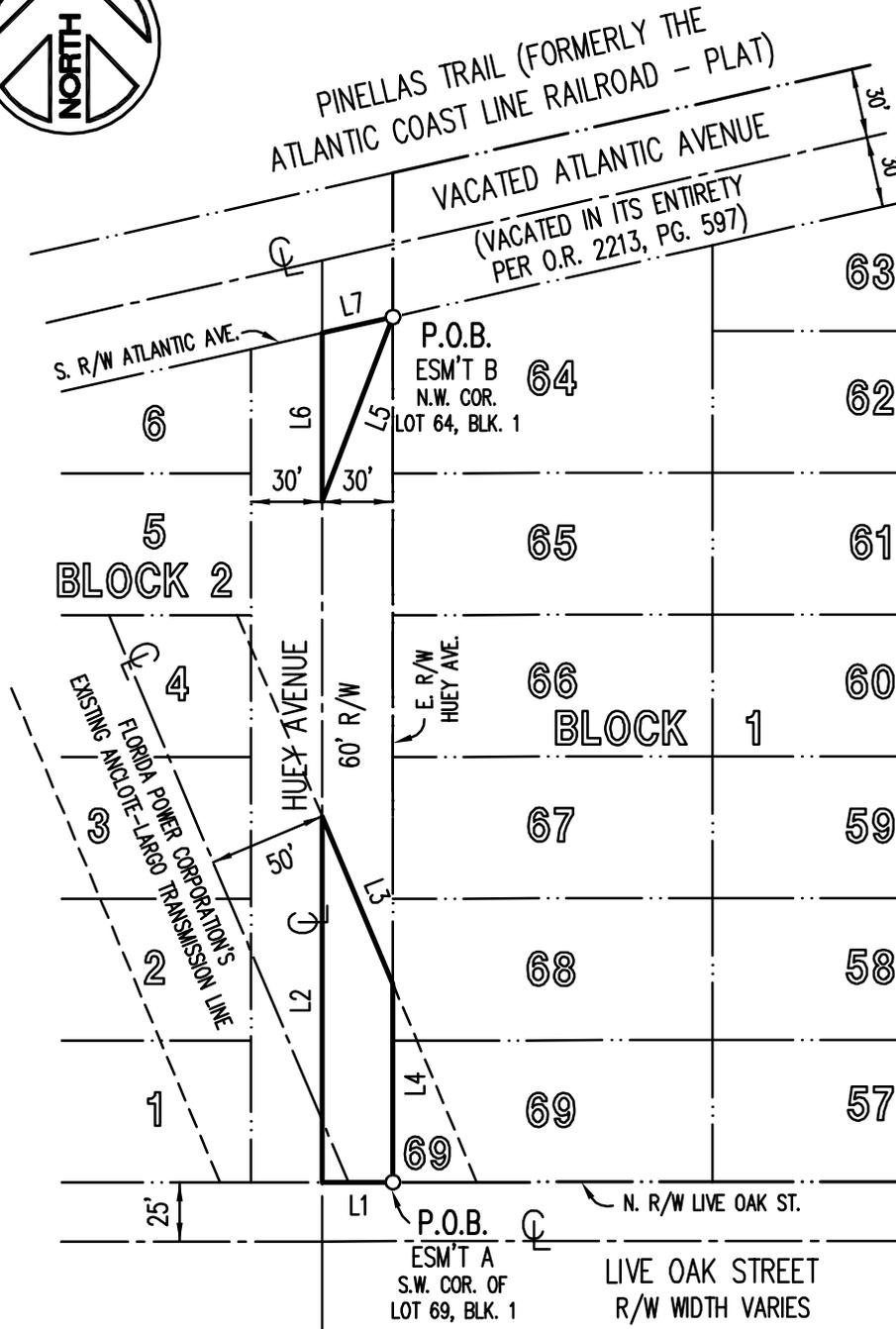
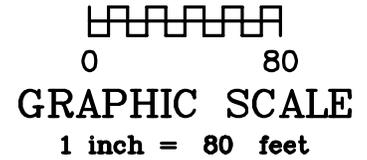
**GEORGE A. SHIMP II  
AND ASSOCIATES, INCORPORATED**

LAND SURVEYORS LAND PLANNERS  
3301 DeSOTO BOULEVARD, SUITE D  
PALM HARBOR, FLORIDA 34683  
PHONE (727) 784-5496 FAX (727) 786-1256

GEORGE A. SHIMP II, FLORIDA REGISTERED LAND SURVEYOR No. 2512

# LEGAL DESCRIPTION and SKETCH

THIS IS NOT A SURVEY



CL = CENTERLINE  
 LB = LAND SURVEYING BUSINESS  
 NO = NUMBER  
 OR = OFFICIAL RECORDS  
 PG = PAGE  
 R/W = RIGHT-OF-WAY

- LINE L1  
S89°56'54"W - 30.00'
- LINE L2  
NORTH - 154.84'
- LINE L3  
S22°54'27"E - 77.07'
- LINE L4  
SOUTH - 83.82'
- LINE L5  
S20°58'10"W - 83.83'
- LINE L6  
NORTH - 71.51'
- LINE L7  
N77°16'54"E - 30.75'

**PREPARED FOR**

COTTON FAMILY ASSOCIATES, LTD.

**SHEET 2 OF 2**

CERTIFICATION: I HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT THE LEGAL DESCRIPTION AND SKETCH SHOWN HEREON SUBSTANTIALLY MEETS THE STANDARDS OF PRACTICE FOR LAND SURVEYING DESCRIBED IN THE STATE OF FLORIDA RULE 5J-17, F.A.C. FURTHERMORE, THIS CERTIFICATION SHALL NOT EXTEND TO ANY OTHER PERSONS OR PARTIES OTHER THAN THOSE NAMED HEREON AND SHALL NOT BE VALID AND BINDING AGAINST THE UNDERSIGNED SURVEYOR WITHOUT THE ORIGINAL RAISED SEAL AND SIGNATURE OF THE FLORIDA LICENSED SURVEYOR AND MAPPER.

JOB NUMBER: 050751B      DATE SURVEYED: N/A  
 DRAWING FILE: 050751B.DWG      DATE DRAWN: 6-24-2021  
 LAST REVISION: SEE SHEET 1      X REFERENCE: SEE SHEET 1



**GEORGE A. SHIMP II  
 AND ASSOCIATES, INCORPORATED**

LAND SURVEYORS LAND PLANNERS  
 3301 DeSOTO BOULEVARD, SUITE D  
 PALM HARBOR, FLORIDA 34683

LB 1834

PHONE (727) 784-5496 FAX (727) 786-1256

GEORGE A. SHIMP II, FLORIDA REGISTERED LAND SURVEYOR No. 2512

RECEIVED

Return to:  
Planning & Zoning  
Department  
324 E. Pine Street  
Tarpon Springs, FL 34689  
(727) 942-5611

**CITY OF TARPON SPRINGS, FLORIDA**  
**Application for Vacation and Abandonment of**  
**Streets, Rights-of-Way, Easements, Plats or Other Property**

Pl. Zoning Department

(Please type or print clearly)

**Property Owner(s)**

Name Larry Joe Cotton		Email Benhannahproperties@gmail.com	
Address 3076 Eastland Boulevard Unit 111			
City Clearwater	State FL	Zip 33761	
Phone 727-243-0547 <i>Area</i>	Fax	Cellular 727-243-0555	<i>Joe</i>

**Applicant**

Name Larry Joe Cotton		Email Benhannahproperties@gmail.com	
Address 3076 Eastland Boulevard Unit 111			
City Clearwater	State FL	Zip 33761	
Phone 727-243-0547	Fax	Cellular 727-243-0555	

**Agent (if applicable)**

Name No Agent		Email	
Address			
City	State	Zip	
Phone	Fax	Cellular	

**General Information**

Property Location or Address 911 Rivo Place / 805 Live Oak Street, Tarpon Springs Florida, 34689
Legal Description (attach additional sheets as necessary) <i>see Attached Property record data Cards</i>
Tax Parcel Number(s) 07 27 16 75996 001 0570 and 07 27 16 75996 001 0600

**Justification for Request:** (attach additional sheets as necessary)

The request is to vacate Huey Ave and Maintain Huey Ave for parking. The changes that the City of Tarpon has made to accomodate Lowe's Home improvement has taken away parking from my business.

**NOTE:** Pursuant to Section 216.01 of the Land Development Code, no vacation shall be approved unless a positive finding, based on competent substantial evidence, either presented at a public hearing held by the Board of Commissioners or reviewed personally by the Board members is made on each of the following standards:

1. That the subject property is not needed for the distribution, expansion or maintenance of existing or future utility services;
2. The property does not provide the sole means of access to an adjoining property;
3. The property is not needed to implement the future circulation plans of the Traffic Circulation Element of the Comprehensive Plan; and,
4. The property does not provide the adjoining neighborhood with a viable access or vista to the City's shoreline.

**CITY OF TARPON SPRINGS, FLORIDA**  
**Application for Vacation and Abandonment of**  
**Streets, Rights-of-Way, Easements, Plats or Other Property**

**AFFIDAVIT**

I (we), the undersigned, certify ownership of the property within this application, that said ownership has been fully divulged, whether such ownership by contingent or absolute, and that the name of all parties to an existing contract for sale or any options are filed with this application.

I (we) certify that Aaron Taylor is (are) duly designated as the agent(s) for the owner, that the agent(s) is (are) authorized to provide subject matter on the application contained herein, whether verbal or written, and appear at any public hearing(s) involving this petition.

I (we) assent to the City's Comprehensive Plan as it applies to the property. Further, it is understood that this application must be complete and accurate and the appropriate fee paid prior to processing.

Date: 5-26-21  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_

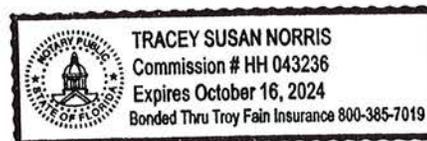
Title Holder: \_\_\_\_\_  
Title Holder: \_\_\_\_\_  
Title Holder: \_\_\_\_\_  
Title Holder: \_\_\_\_\_

STATE OF FLORIDA            )  
COUNTY OF PINELLAS        )

The foregoing instrument was acknowledged before me this 26 day of May, A.D., 20 21 by Larry Joe Cotton, who is personally known to me or who has produced Florida Dr-License as identification and who did (did not) take an oath.

NOTARY PUBLIC

Name: Tracey Norris  
Signature: Tracey Norris  
Stamp: \_\_\_\_\_



Parcel ID #'S 072716759960010600 and 072716759960010570

Legend

-  911 Rivo Pl
-  Beltram Foodservice Group
-  Tarpon Stainless Fabricators





March 29, 2019  
Aaron Taylor  
BenHannah Properties

RE: Request to vacate a Portion of E Live Oak St Right of Way between N Huey Ave & Rivo Pl. and the Portion of N Huey Ave between E Live Oak St & Atlantic Ave

Dear Mr. Taylor,

The Clearwater Gas System (CGS)

- has no objection or conflict with your proposed:
  - vacation
  - plat
  - construction
  - other
  
- maintains facilities within the area. One of the following conditions must be met prior to the release of a "No Objection" letter:
  - A. The owner/developer must reimburse The Clearwater Gas System for all cost incurred by the relocation of our facilities.
  
  - B. A utility easement must be platted to encompass existing facilities.

If you have any questions, please contact Jacinta Corcoba at (727) 562-4900 Ext. 7423 or [jacinta.corcoba@clearwatergas.com](mailto:jacinta.corcoba@clearwatergas.com).  
Or me at (727) 562-4900 Ext. 7426,

Sincerely,

Jeffrey C Buffie  
Design & Mapping Technician  
Clearwater Gas System



Date: December 5, 2017

Re: Parcel 072716759960010600 and 072716759960010570 Vacate Huey Ave

XXX Bright House Networks has no objections provided easements for our facilities are Retained / granted

Bright House has no objections provided applicant bears the expense for relocation of any Bright House facilities to maintain service to customers affected by the proposed Vacate.

\_\_\_\_\_ In order to properly evaluate this request, Bright House will need detailed plans of facilities proposed for subject areas.

\_\_\_\_\_ Bright House has facilities within this area, which may conflict with subject project Please call one call locating. **SEE NOTES**

\_\_\_\_\_ Bright House requires 30 days written notice prior to construction start date to relocate their facilities.

**NOTES:**

Sincerely,  
Ozzie Perez  
Bright House Networks  
Field Engineer  
Pinellas County  
727-329-2817



wow-inc.com

WOW! Internet • Cable • Phone

November 30, 2017

Larry J. Cotton  
3062 Eastland Blvd., Unit 206  
Clearwater, FL 33761

Re: Petition to vacate the 60' (ft.) wide platted Right-of-Way adjacent to the West parcel lines of  
911 Rivo Pl. and 805 Live Oak St. in Tarpon Springs, FL  
(Parcel ID's: 07-27-16-75996-001-0600 and 07-27-16-75996-001-0570 respectively)

Mr. Cotton:

Thank you for contacting Wide Open West (WOW!) with the subject request.

**\_XX\_ WOW! has 'NO OBJECTION'.**

In order to properly evaluate this request, WOW! **will** need plans identifying the specific area/location concerning the subject request.

WOW! maintains facilities within this area that may conflict with the subject request.  
WOW! has no objections provided easements are granted for our utility routes.

Please contact me **with** any questions concerning this response.

WOW!  
Jay Young  
Construction Technician  
3001 Gandy Blvd. N.  
Pinellas Park, FL 33782

Sincerely,

Jay Young  
Construction Technician  
WOW!  
(727) 239.0156 Office  
(727) 235.1563 Cell

[jay.young@wowinc.com](mailto:jay.young@wowinc.com)

3001 Gandy Blvd N - Pinellas Park, FL 33782



Frontier Communications  
3712 W Walnut St.  
Tampa, FL USA 33607  
Office: (813) 874-4805  
Fax: (813) 874-0769  
Mobile: (813) 892-9648  
Email: [daniel.collings@ftr.com](mailto:daniel.collings@ftr.com)

12/7/2017

Attn: Larry Cotton

RE: Vacate easement – Huey Ave

Dear Mr. Cotton,

Our records do not indicate that there are Frontier Communications facilities in the area of the vacate request as per the attachment provided.

Frontier Communications has no objection to the above referenced request as per the attachment.

Frontier Communications has facilities within the proposed vacate area. A recordable non-exclusive Easement in favor of Frontier will be required for Frontier Communications facilities to remain in the proposed vacated R.O.W.

Frontier Communications has facilities in the area, which may be in conflict with your proposed construction plans. Please contact "Sunshine State One-Call of Florida, Inc." by dialing 811, 48 hours prior to the start of your work to have these facilities located for you. Please take all necessary precautions to protect and avoid damage of these facilities during your construction.

Frontier Communications has facilities in the area, which may be in conflict with your proposed construction plans. Please send a set of construction plans and references to the Frontier Communications Engineering Department in regards to the above project.

Frontier Communications has facilities in the area of your proposed construction. Prepayment is required to markup a set of construction plans in order to confirm and accurately depict Frontier Communications facilities. There will also be a reimbursement of all costs required for relocation/adjustments of Frontier Communications facilities needed to accommodate the proposed construction project.

Please call me if you have any questions or need any additional information at (813) 874-4805.

Sincerely,

Daniel Collings  
Frontier Communications  
Region Rights of Way  
& Municipal Affairs Mgr.



REAL ESTATE MANAGEMENT  
REAL PROPERTY DIVISION

Real Estate Management  
Building Design & Construction Division  
Lease Management Division  
Fleet Management  
Real Property Division  
Surplus Warehouse  
Young-Rainey STAR Center

**MEMORANDUM**

TO: City of Tarpon Springs  
Aaron Taylor  
911 Rivo Place  
Tarpon Springs, FL 34689

FROM: Cynthia M. Harris, Real Estate Specialist, Senior

THRU: Sean Tipton, Right-of-Way Permitting Coordinator

SUBJECT: REQUEST FOR NO OBJECTION LETTER

DATE: November 8, 2019

\_\_\_ OBJECTION, DO NOT RELEASE FOR THE FOLLOWING REASON:

- \_\_\_ There are existing facilities within the requested vacation.
- \_\_\_ Subject land is, or is adjacent to, environmentally sensitive land.
- \_\_\_ Subject is an open road, used by the public.
- \_\_\_ May be required for a future road/drainage project.

Project Name: \_\_\_\_\_  
Funded By: \_\_\_\_\_ PID NO.: \_\_\_\_\_

NO OBJECTION

Our review has determined that the vacation will not have a negative effect on the remaining easement area.

\_\_\_ NO OBJECTION

Our Division is not involved with this request.

REVIEWED BY: Cynthia Harris 464-3773 DATE: \_\_\_\_\_

APPROVED BY:  DATE: 11/19/19  
Sean Tipton  
Right-of-Way Permitting Coordinator

APPROVED BY: \_\_\_\_\_ DATE \_\_\_\_\_  
Paul Cozzie, Bureau Director  
Parks and Recreation



REAL ESTATE MANAGEMENT  
REAL PROPERTY DIVISION

Real Estate Management  
Building Design & Construction Division  
Lease Management Division  
Fleet Management  
Real Property Division  
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Young-Rainey STAR Center

**MEMORANDUM**

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Project Name: \_\_\_\_\_  
Funded By: \_\_\_\_\_ PID NO.: \_\_\_\_\_

NO OBJECTION

Our review has determined that the vacation will not have a negative effect on the remaining easement area.

\_\_\_ NO OBJECTION

Our Division is not involved with this request.

REVIEWED BY: Cynthia Harris 464-3773 DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Sean Tipton  
Right-of-Way Permitting Coordinator

APPROVED BY: Paul Cozzie DATE: 11/8/19

Paul Cozzie, Bureau Director  
Parks and Recreation



# City of Tarpon Springs, Florida

PLANNING AND ZONING DEPARTMENT  
324 EAST PINE STREET  
P.O. BOX 5004  
TARPON SPRINGS, FLORIDA 34688-5004  
(727) 938-3711

Renea Vincent, AICP, CPM  
Director

October 25, 2021

Larry Joe Cotton  
3076 Eastland Blvd., Unit 111  
Clearwater, Florida 33761-4146  
C/O: Aaron Taylor, authorized agent  
(delivered by email to [benhannahproperties@gmail.com](mailto:benhannahproperties@gmail.com))

RE: Application No. 21-39: Vacation of that portion of Huey Avenue adjacent to 911 Rivo Place (Parcel # 07-27-16-75996-001-0600) and 805 Live Oak Street (Parcel ID # 07-27-16-75996-001-0570)

Dear Mr. Taylor:

This letter is provided to inform you that City staff does not object to the proposed vacation of a portion of Huey Avenue adjacent to your property at 911 Rivo Place as represented on the attached survey

The City has determined that the proposed vacation meets the standard of Section 216.01(A)(1)(e) of the Land Development Code. A copy of this letter will be included with the agenda hearing packet for Ordinance 2021-25 to be heard by the Board of Commissioners on November 2, 2021 and November 16, 2021.

Sincerely,

Patricia L. McNeese, AICP  
Principal Planner

# **STAMM**

## **#21-116 & #21-117**

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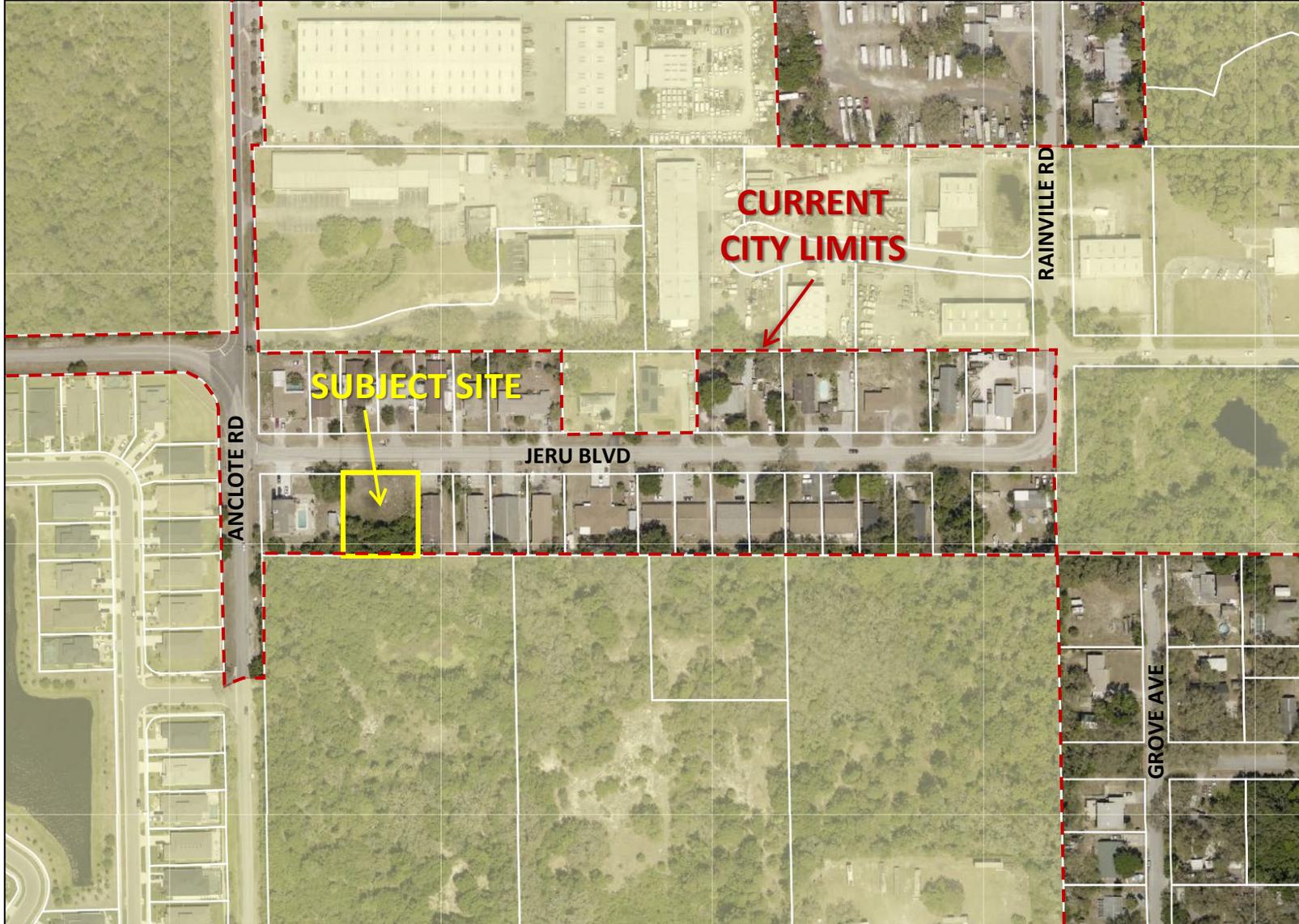
Planning & Zoning Board - October 18, 2021

Board of Commissioners – November 2, 2021

Board of Commissioners – November 16, 2021



# SITE LOCATION



# SUMMARY OF REQUESTS

## #21-116 & #21-117 – 369 & 379 Jeru Blvd.

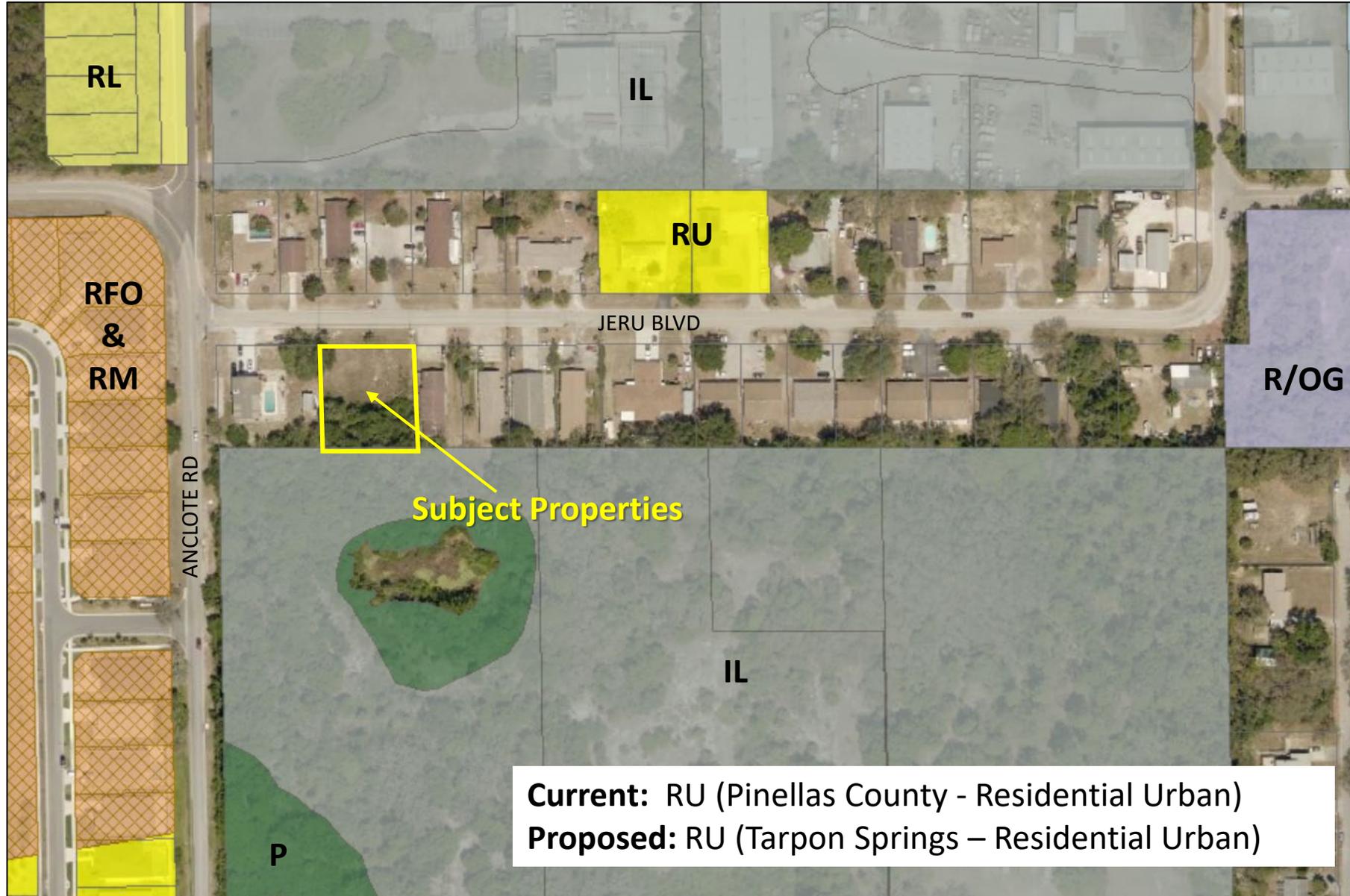
1. **Annex**
    - 0.36 acres (2 Lots) into City of Tarpon Springs
  2. **Future Land Use Map Amendment (FLUM)**
    - Current: RU (Pinellas County – Residential Urban)
    - Proposed: RU (City of Tarpon Springs – Residential Urban)
  3. **Rezoning**
    - Current: R-4 (Pinellas County – One, Two, & Three Family Residential)
    - Proposed: R-70 (Tarpon Springs – One & Two Family Residential)
- **Applicants:**
    - #21-116 – Jonathon Quintero
    - #21-117 – Gregg A. Stamm
  - **Property Owner:** Martha Stamm

# SUMMARY OF REQUESTS

- Develop each lot with a single-family home



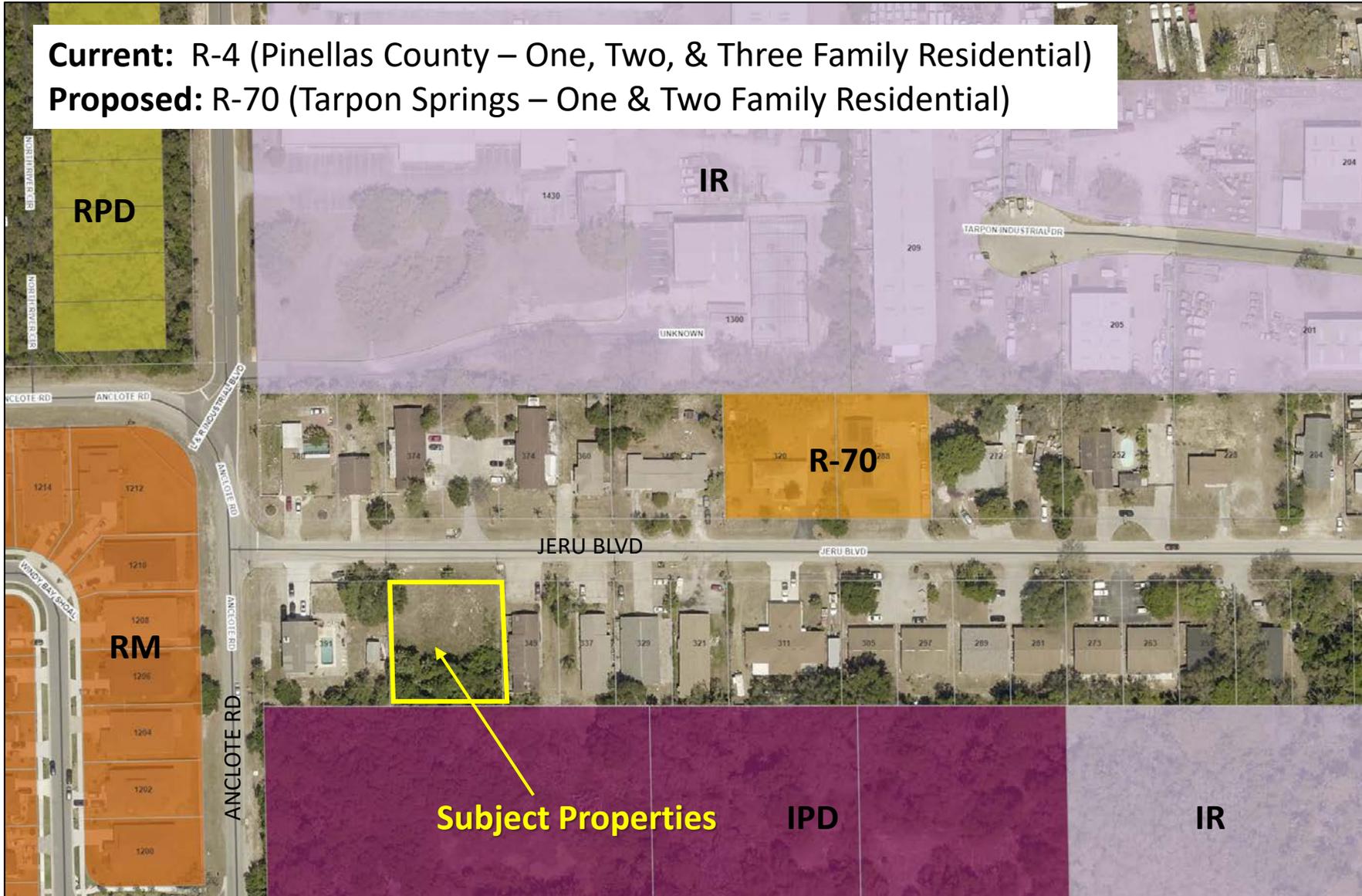
# SURROUNDING LAND USE



**Current:** RU (Pinellas County - Residential Urban)  
**Proposed:** RU (Tarpon Springs – Residential Urban)

# SURROUNDING ZONING

**Current:** R-4 (Pinellas County – One, Two, & Three Family Residential)  
**Proposed:** R-70 (Tarpon Springs – One & Two Family Residential)



# REVIEW CRITERIA - ANNEXATION

- 1) Whether the property in question would create a municipal or county enclave upon annexation; i.e. whether the area to be annexed is contiguous to the City's boundaries and is reasonably compact.
- 2) The impact of the property in question upon public facilities and the ability of the City to serve the property in question with public facilities upon annexation.
- 3) Whether the property in question is consistent with the City's Future Land Use Map Series and the terms of the City's Interlocal Planning Agreement with Pinellas County.
  - a) *Is the subject property within the City of Tarpon Springs Planning Area as defined by the Tarpon Springs Comprehensive Plan and the Agreement?*
  - b) *Has the Owner assented to the City's Comprehensive Plan as it applies to the subject property and is the density or intensity of the proposed use(s) equal to or less than the County's Comprehensive Plan?*
  - c) *Are the existing or proposed designations more intensive than those of the current County Comprehensive Land Use Plan requiring the processing of a land use plan amendment in accordance with the procedures contained in Chapter 163.3184, Florida Statutes?*

# REVIEW CRITERIA – FLUM AMENDMENT

- 1) Generally consistent with the applicable Comprehensive Plan policies.
- 2) Consistency with the Countywide Plan.

# REVIEW CRITERIA - REZONING

- 1) The amendment is consistent with the goals, objectives and policies of the Tarpon Springs Comprehensive Plan.
- 2) The available uses to which the property may be put are appropriate to the property in question and are compatible with the existing and planned uses in the area.
- 3) The amendment shall provide for efficient and orderly development considering the impact upon growth patterns and the cost to the City to provide public facilities.
- 4) The amendment will not adversely impact nor exceed the capacity or the fiscal ability of the City to provide public facilities, including transportation, waste and sewer, solid waste, drainage, recreation, education, fire protection, library service and other similar public facilities. Compliance with the adopted Levels of Service standards can be demonstrated.

# PRELIMINARY STAFF RECOMMENDATION

- **#21-116 & #21-117 – *Approval of the Following:***
  - **Ordinance 2021-21** – Annexation of +/- 0.36 acres into Tarpon Springs
  - **Ordinance 2021-22** – Amending FLUM from Pinellas County RU (Residential Urban) to City of Tarpon Springs RU (Residential Urban)
  - **Ordinance 2021-23** – Amending Zoning Atlas from Pinellas County R-4 (One, Two, & Three Family Residential) to City of Tarpon Springs R-70 (One & Two Family Residential)

# PLANNING & ZONING BOARD RECOMMENDATION

The Planning & Zoning Board held a public hearing on October 18, 2021 and unanimously recommended ***approval*** of the following:

- **Ordinance 2021-21** – Annexation of +/- 0.36 acres into Tarpon Springs
- **Ordinance 2021-22** – Amending FLUM from Pinellas County RU (Residential Urban) to City of Tarpon Springs RU (Residential Urban)
- **Ordinance 2021-23** – Amending Zoning Atlas from Pinellas County R-4 (One, Two, & Three Family Residential) to City of Tarpon Springs R-70 (One & Two Family Residential)

**Public Comment** – None.



**CITY OF TARPON SPRINGS**  
**PLANNING & ZONING BOARD / BOARD OF COMMISSIONERS**  
**[OCTOBER 18, 2021 / NOVEMBER 2, 2021 & NOVEMBER 16, 2021]**

**STAFF REPORT**

**Application No. / Project Title:** #21-116 & #21-117 (Stamm)  
**Staff:** Allie Keen, AICP, Senior Planner  
**Applicant / Owner:** #21-116 – Jonathon Quintero / Martha Stamm  
#21-117 – Gregg A. Stamm / Martha Stamm  
**Property Size:** +/- 0.36 Acres  
**Current Zoning:** Pinellas County – R-4 (One, Two, & Three Family Residential)  
**Proposed Zoning:** R-70 (One & Two Family Residential)  
**Current Land Use:** Pinellas County – RU (Residential Urban)  
**Proposed Land Use:** RU (Residential Urban)  
**Location / Parcel ID:** 369 & 379 Jeru Boulevard /  
01-27-15-38772-002-0030 & 01-27-15-38772-002-0040

**BACKGROUND SUMMARY:**

The applicants are requesting annexation of approximately 0.36 acres (comprised of 2 lots) in conjunction with a proposed Future Land Use Map (FLUM) amendment from Pinellas County RU (Residential Urban) to City of Tarpon Springs RU (Residential Urban), and, a rezoning of the properties from Pinellas County R-4 (One, Two, & Three Family Residential) to City of Tarpon Springs R-70 (One & Two Family Residential).

**PRELIMINARY STAFF RECOMMENDATION:**

Staff recommends approval of the following:

1. **Ordinance 2021-21** annexing approximately 0.36 acres into the City of Tarpon Springs municipal boundary.
2. **Ordinance 2021-22** amending the Future Land Use Map (FLUM) from Pinellas County land use designation RU (Residential Urban) to City of Tarpon Springs land use designation RU (Residential Urban).
3. **Ordinance 2021-23** amending the Official Zoning Atlas from Pinellas County zoning designation R-4 (One, Two, & Three Family Residential) to City of Tarpon Springs zoning designation R-70 (One & Two Family Residential).

**PLANNING AND ZONING BOARD RECOMMENDATION:**

The Planning and Zoning Board, with five (5) Board members in attendance, held a public hearing on this application at their regular meeting of October 18, 2021. The Board unanimously recommended approval of Ordinance 2021-21, Ordinance 2021-22, and Ordinance 2021-23. There was no public comments at the hearing.



**CURRENT PROPERTY INFORMATION:**

<b>Use of Property:</b>	Vacant
<b>Site Features:</b>	Trees and some vegetation
<b>Vehicle Access:</b>	This property gains access from Jeru Boulevard.

**SURROUNDING ZONING & LAND USE:**

	<b>Zoning:</b>	<b>Land Use:</b>
<b>North:</b>	Pinellas County – R-4 (One, Two, & Three Family Residential)	Pinellas County – RU (Residential Urban)
<b>South:</b>	IPD (Industrial Planned Development)	IL (Industrial Limited)
<b>East:</b>	Pinellas County – R-4 (One, Two, & Three Family Residential)	Pinellas County – RU (Residential Urban)
<b>West:</b>	Pinellas County – R-4 (One, Two, & Three Family Residential)	Pinellas County – RU (Residential Urban)

**ZONING DISTRICT SUMMARY (EXISTING / PROPOSED):**

<b>Dimensional Regulations</b>	<b>Current Zoning:</b> Pinellas County – R-4	<b>Proposed Zoning:</b> R-70
<b>Max. Density</b>	Per Pinellas County FLUM Designation	6 du/ac
<b>Lot Standards:</b>		
<b>Min. Lot Area</b>	5,000 square feet	7,000 square feet
<b>Min. Lot Width</b>	50 feet	60 feet
<b>Min. Lot Depth</b>	80 feet	80 feet
<b>Max. Height</b>	35 feet	35 feet
<b>Setbacks:</b>		
<b>Front Yard</b>	Structure = 20 feet Porch, Patio, Deck = 10 feet	25 feet
<b>Side Yard</b>	6 feet	7.5 feet
<b>Side Street</b>	10 feet	15 feet
<b>Rear Yard</b>	10 feet	20 feet
<b>Min. Net Floor Area</b>	n/a	1,000 square feet

**PLANNING CONSIDERATIONS:**

When considering this application, the following general site conditions, planning concepts, and other facts should be noted:

1. The subject properties are located in unincorporated Pinellas County and are zoned R-4 (One, Two, and Three Family Residential) with a Residential Urban (RU) FLUM designation. The applicants are



seeking voluntary annexation into the City of Tarpon Springs to connect to City water and sanitary sewer services for the purpose of constructing a single-family home on each lot.

2. These applications are accompanied by a request for rezoning to R-70 (One & Two Family Residential) and a FLUM amendment to RU (Residential Urban). The proposed requests do not require an amendment to the Countywide Plan's land use designation.
3. The subject properties are contiguous to the City's municipal boundary along the southern property lines.
4. Most of the properties on Jeru Boulevard are located in unincorporated Pinellas County, however, over the past several years there have been a few properties that have annexed into the City of Tarpon Springs in order to connect to City utilities.
5. Based on the size of the subject site, a maximum of 2 dwelling units would be permitted on the entire 0.36 acre site due to the minimum lot requirements of the R-70 zoning district and the allowable density of the RU (Residential Urban) land use category.

**REVIEW STANDARDS / STAFF ANALYSIS - ANNEXATION:**

Section 208.00 of the City of Tarpon Springs Comprehensive Zoning and Land Development Code and Chapter 171.043, Florida Statutes provide standards for annexations. These standards, along with planning staff's analysis are provided below:

1. **Whether the property in question would create a municipal or county enclave upon annexation; i.e.: whether the area to be annexed is contiguous to the City's boundaries and is reasonably compact.**

*Staff Analysis:* The properties are contiguous to the existing Tarpon Springs municipal limits on the south side and will not create an enclave.

2. **The impact of the property in question upon public facilities and the ability of the City to serve the property in question with public facilities upon annexation.**

*Staff Analysis:* The properties have the following public facilities service characteristics:

- Potable water service is available from the City of Tarpon Springs. The City has the capacity to provide service to these properties.
- Sanitary sewer service is available from the City of Tarpon Springs. The City has the capacity to provide service to these properties.
- Fire service will be provided by Tarpon Springs Fire Rescue.
- The roadway adjacent to the proposed annexation is under the jurisdiction of Pinellas County (Jeru Boulevard).
- The project is within the City's solid waste service area. The City has the ability to provide solid waste service to these properties.

3. **Whether the property in question is consistent with the City's Future Land Use Map Series and the terms of the City's Interlocal Planning Agreement with Pinellas County.**

- a. **Is the subject property within the City of Tarpon Springs Planning Area as defined by the Tarpon Springs Comprehensive Plan and the Agreement?**

*Staff Analysis:* The subject property is within the Tarpon Springs Planning Area as defined by the Tarpon Springs Comprehensive Plan. In September 2007, a state appeals court released a decision invalidating Pinellas County Ordinance No. 00-63. Ordinance 00-63 was approved by voters in a November 2000 referendum and the ordinance replaced certain state laws governing voluntary annexation with local procedures that were intended to encourage better planning. Chief among the provisions was a set of boundaries delineating unincorporated areas eligible for annexation by specific municipalities.



The court affirmed that Pinellas County has the authority to create its own voluntary annexation procedures but stated that they must be written into the county charter, which was not part of the original referendum. Therefore, Ordinance No. 00-63 is no longer in effect. Pinellas County has been notified of the application in accordance with state law.

- b. Has the Owner assented to the City’s Comprehensive Plan as it applies to the subject property and is the density or intensity of the proposed use(s) equal to or less than the County’s Comprehensive Plan?**

*Staff Analysis:* The owner has voluntarily agreed to the above pursuant to the applications on file with the Planning and Zoning Department. The proposed intensity of the property is equal to that addressed in the Pinellas County Comprehensive Plan. The requested zoning of R-70 is consistent with the RU (Residential Urban) land use designation.

- c. Are the existing or proposed designations more intensive than those of the current County Comprehensive Land Use Plan requiring the processing of a land use plan amendment in accordance with the procedures contained in Chapter 163.3184, Florida Statutes?**

*Staff Analysis:* The intensity of the proposed future land use plan amendment and zoning map amendment to the Tarpon Springs Comprehensive Plan and the Official Zoning Atlas, respectively, are consistent with the intensities addressed in the current Pinellas County Comprehensive Plan and the Pinellas County Land Development Code for the subject properties.

**REVIEW STANDARDS / STAFF ANALYSIS – COMPREHENSIVE PLAN MAP AMENDMENT**

***Future Land Use Map Amendment***

The Future Land Use Map amendment is a legislative decision of the Board of Commissioners. The standards for the current and proposed future land use categories are summarized below:

	<b>Current FLU:</b> Pinellas County – RU (Residential Urban)	<b>Proposed FLU:</b> Tarpon Springs - RU (Residential Urban)
<b>Intent:</b>	It is the purpose of this category to depict those areas of the County that are now developed, or anticipated to be developed, in an urban low density residential manner, and to recognize such areas as primarily well-suited for residential uses that are consistent with the urban qualities and natural resource characteristics of such areas.	Intended for areas in close proximity to urban activity centers and is generally intended for areas that are to be developed in an urban low density residential manner. This category is generally intended to serve as a transition between suburban and urban residential areas.
<b>Primary Uses:</b>	Residential	Residential
<b>Max. Density:</b>	7.5 du/ac	7.5 du/ac
<b>Max. Floor Area Ratio (FAR):</b>	0.40	0.40
<b>Max. Impervious Surface Ratio (ISR):</b>	0.65	0.65



*Staff Analysis:* The proposed land use designation is equivalent to the current Pinellas County designation in terms of intent, density, and intensity. The need for the amendment is due to the voluntary annexation into the City of Tarpon Springs for the purpose of connecting to City water and sewer services.

**REVIEW STANDARDS / STAFF ANALYSIS - REZONING:**

Section 207.03(A) of the Tarpons Springs Comprehensive Zoning and Land Development Code provides standards for zoning map amendments. These standards, along with planning staff's analysis are provided below:

**1. The amendment is consistent with the goals, objectives and policies of the Tarpon Springs Comprehensive Plan.**

*Staff Analysis:* See the above analysis of the FLUM amendment to RU (Residential Urban). The proposed R-70 zoning district is consistent with the RU FLUM category and the goals, objectives and policies of the Comprehensive Plan.

**2. The available uses to which the property may be put are appropriate to the property in question and are compatible with the existing and planned uses in the area.**

*Staff Analysis:* The property is located along a residential street that has a mix of single family, two-family, and three-family dwellings. The applicants propose to develop each lot with a single-family residence. The proposed R-70 (One & Two Family Residential) zoning district is appropriate and compatible with the existing and planned uses in this area.

**3. The amendment shall provide for efficient and orderly development considering the impact upon growth patterns and the cost to the City to provide public facilities.**

*Staff Analysis:* The proposed amendment will permit the construction of two single-family homes in an area where public infrastructure is already in place. This amendment promotes orderly and efficient development of an existing residential neighborhood that is surround by the Tarpon Springs municipal boundary.

**4. The amendment will not adversely impact nor exceed the capacity or the fiscal ability of the City to provide public facilities, including transportation, waste and sewer, solid waste, drainage, recreation, education, fire protection, library service and other similar public facilities. Compliance with the adopted Levels of Service standards can be demonstrated if necessary.**

*Staff Analysis:* This proposal is not expected to affect the capacity of, or the level of service standards of, any public facilities.

**TECHNICAL REVIEW COMMITTEE:**

TRC reviewed this project on November 9, 2021, for completeness and conformance to the Comprehensive Zoning and Land Development Code and the Comprehensive Plan. The TRC determined that the application was complete and ready for processing. There were no further comments from the TRC.

**PUBLIC CORRESPONDENCE:**

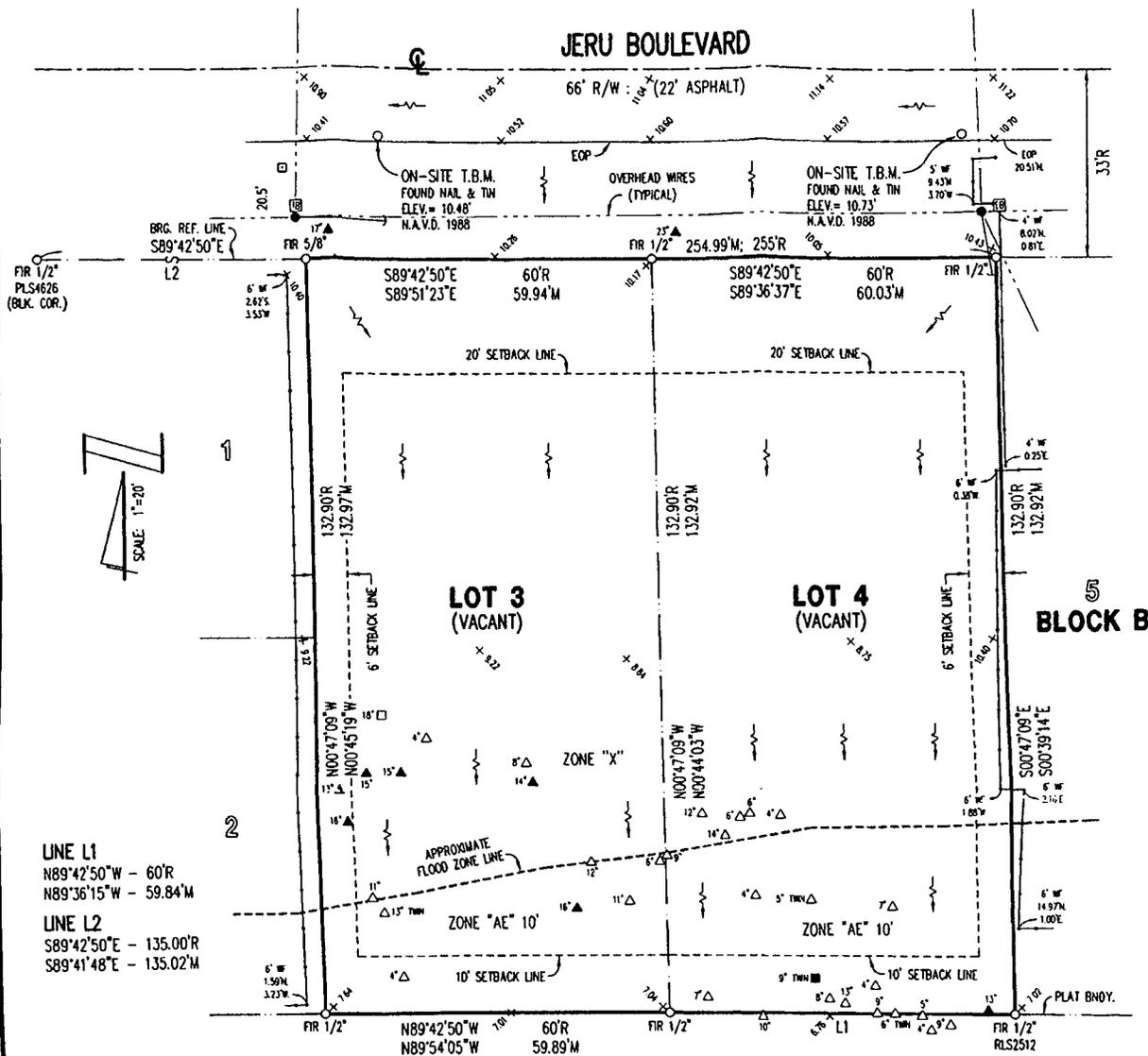
The property owners within 500 feet were sent written notification in accordance with Section 206.00(J)(4) of the City of Tarpon Springs Comprehensive Zoning and Land Development Code and Chapter 166.041, Florida Statutes. Notice was advertised in the *Tampa Bay Times*. Staff has not received any responses to these notices.



**ATTACHMENTS:**

1. Slide Presentation
2. Survey
3. Draft Ordinances 2021-21; 2021-22; 2021-23

BOUNDARY SURVEY - SHEET 1 OF 2



LINE L1  
 N89°42'50"W - 60'R  
 N89°36'15"W - 59.84'M

LINE L2  
 S89°42'50"E - 135.00'R  
 S89°41'48"E - 135.02'M

62  
 TAMPA & TARPON SPRINGS LAND CO.  
 P.B. H1, PG. 116

SETBACK NOTES

BUILDING SETBACKS:  
 FRONT: 20 FEET  
 SIDES: 6 FEET  
 REAR: 10 FEET

NOTE: THE ABOVE DATA WAS OBTAINED FROM PINELLAS COUNTY ZONING CONTACTED AT 464-8200.

LEGEND

- ⊠ - ELECTRIC BOX
- + 0.00 - ELEVATION
- - FLOW ARROW
- - POWER POLE
- - SIGN
- ⊞ - TELCOM BOX
- - GUY WIRE
- ⊙ - OAK
- ⊙ - PALM
- ⊙ - PINE
- ⊙ - UNKNOWN

LEGAL DESCRIPTION

LOTS 3 AND 4, BLOCK B, HIGHLAND GROVE MANOR, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 45, PAGE 8, PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

FLOOD ZONE

THE ABOVE DESCRIBED PROPERTY APPEARS TO BE IN ZONE X AND ZONE X (SHADED), IN ACCORDANCE WITH THE FIRM MAP OF PINELLAS COUNTY, COMMUNITY NUMBER 125139 (MAP NUMBER 12103C-0017-G), MAP DATED SEPTEMBER 3, 2003.

PREPARED FOR  
 NIKITAS KAZOURIS

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 DO NOT COPY OR REPRODUCE

CERTIFICATION: I HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT THE SURVEY SHOWN HEREON SUBSTANTIALLY MEETS THE STANDARDS OF PRACTICE FOR LAND SURVEYING DESCRIBED IN THE STATE OF FLORIDA RULE SJ-17, F.A.C. FURTHERMORE, THIS CERTIFICATION SHALL NOT EXTEND TO ANY OTHER PERSONS OR PARTIES OTHER THAN THOSE NAMED ON THIS SURVEY AND SHALL NOT BE VALID AND BINDING AGAINST THE UNDERSIGNED SURVEYOR WITHOUT THE ORIGINAL RAISED SEAL AND SIGNATURE OF THE FLORIDA LICENSED SURVEYOR AND MAPPER.

*George A. Shimp II*  
 GEORGE A. SHIMP II, FLORIDA REGISTERED LAND SURVEYOR No. 2512  
 THIS SURVEY IS NOT COMPLETE OR VALID WITHOUT THE SURVEYOR'S REPORT (SHEET 2)

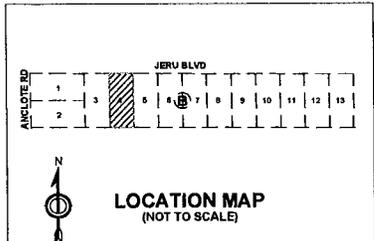
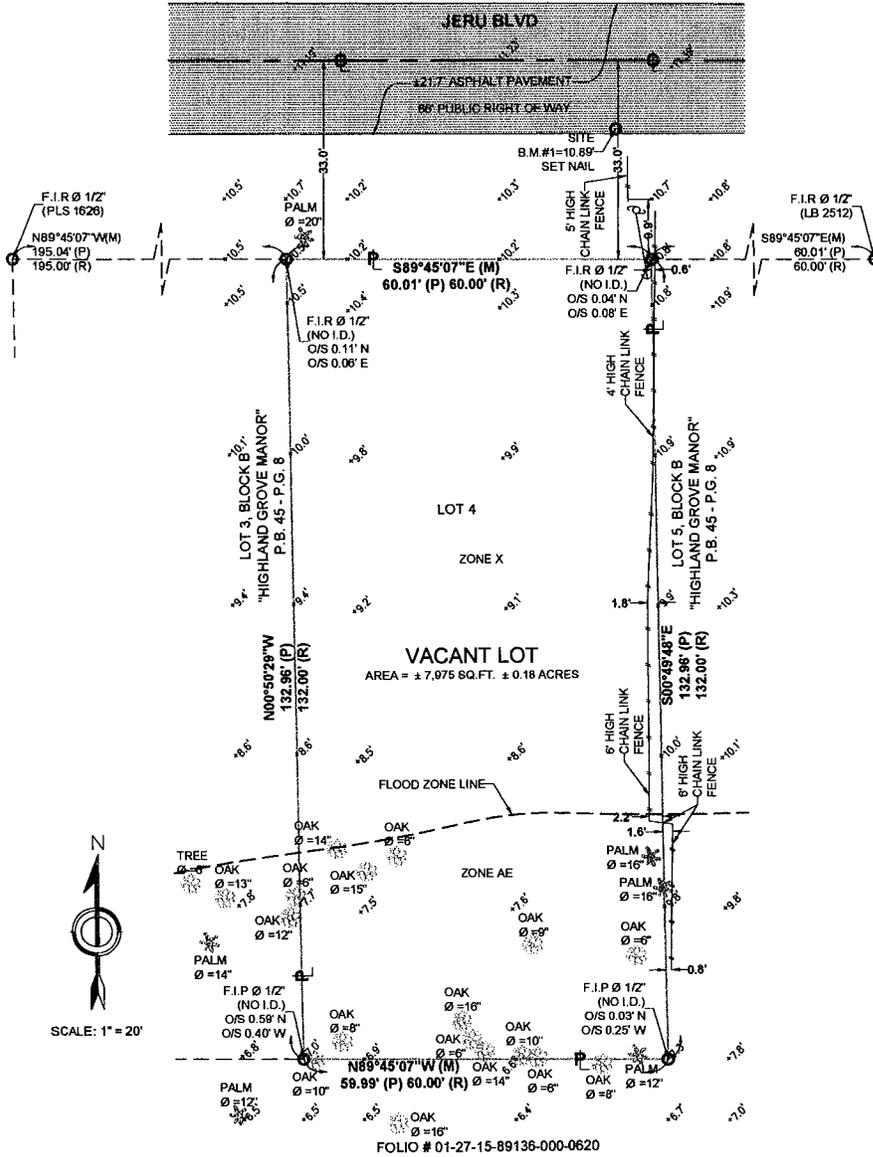
JOB NUMBER: 190177A	DATE SURVEYED: 7-29-2020
DRAWING FILE: 190177A.DWG	DATE DRAWN: 7-30-2019
LAST REVISION: N/A	X REFERENCE: N/A

**GEORGE A. SHIMP II AND ASSOCIATES, INCORPORATED**  
 LAND SURVEYORS LAND PLANNERS  
 3301 DeSOTO BOULEVARD, SUITS D  
 PALM HARBOR, FLORIDA 34689  
 PHONE (727) 784-5496 FAX (727) 786-1256

S.O. LB 1834

# BOUNDARY & TOPOGRAPHIC SURVEY

SECTION 01, TOWNSHIP 27S, RANGE 15E. PINELLAS COUNTY



**LEGEND**

- CENTER LINE
- PROPERTY CORNER
- PROPERTY LINE
- PALM & TRUNK TREE
- CANOPY & TRUNK TREE
- PINE & TRUNK TREE
- MANHOLE (SANITARY SEWER)
- GROUND ELEVATION
- PAVEMENT ELEVATION
- POWER POLE WITH TRANSFORMER
- UTILITY POLE
- GUY WIRE
- OPTICAL FIBER (VERIZON)

**ABBREVIATIONS**

- BC=BLOCK CORNER
- (C)=CALCULATED
- (M)=MEASURED
- (R)=RECORD
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- TYP.=TYPICAL
- P.B.=PLAT BOOK
- P.G.=PAGE
- F.I.R.=FOUND IRON ROD
- F.I.P.=FOUND IRON PIPE
- S.I.R.=SET IRON ROD
- I.D.=IDENTIFICATION
- F/C=FENCE CORNER
- B.M.=BENCHMARK

**PROPERTY ADDRESS:**  
 XXXX JERU BLVD,  
 TARPON SPRINGS, FL 33689  
 (FOLIO NO. 01-27-15-38772-002-0040)

**DESCRIPTION:**  
 LOT 4, BLOCK B, "HIGHLAND GROVE MANOR", ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 45 AT PAGE 8 OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

**FLOOD ZONE INFORMATION:**  
 COMMUNITY: PINELLAS COUNTY - 125139  
 MAP/PANEL NO. 121030017G  
 SUFFIX: G  
 FIRM DATE: 09/03/2003  
 FLOOD ZONE: X & AE + 1'

THERE MAY BE LEGAL RESTRICTIONS ON THE SUBJECT PROPERTY THAT ARE NOT SHOWN ON THE MAP OF SURVEY THAT MAY BE FOUND IN THE PUBLIC RECORDS OF PINELLAS COUNTY, OR THE RECORDS OF ANY OTHER PUBLIC AND PRIVATE ENTITIES AS THEIR JURISDICTIONS MAY APPEAR.

THE MAP OF SURVEY IS INTENDED TO BE DISPLAYED AT THE STATED GRAPHIC SCALE IN ENGLISH UNITS OF MEASUREMENT. ATTENTION IS BROUGHT TO THE FACT THAT SAID DRAWING MAY BE ALTERED IN SCALE BY THE REPRODUCTION PROCESS.

THIS SURVEY WAS CONDUCTED FOR THE PURPOSE OF A TOPOGRAPHIC SURVEY ONLY AND IS NOT INTENDED TO DELINEATE THE REGULATORY JURISDICTION OF ANY FEDERAL, STATE, REGIONAL OR LOCAL AGENCY BOARD, COMMISSION OR OTHER ENTITY.

THE ELEVATIONS OF WELL-IDENTIFIED FEATURES AS DEPICTED ON THIS SURVEY AND MAP WERE MEASURED TO AN ESTIMATED VERTICAL POSITIONAL ACCURACY OF 1/10 FOOT FOR NATURAL GROUND SURFACES AND 1/100 FOOT FOR HARDSCAPE SURFACES, INCLUDING PAVEMENTS, CURBS AND OTHER MAN-MADE FEATURES AS MAY EXIST.

BENCH MARK: GPS-NAIL ELEVATION: 10.89 FEET (NAVD88)

LEGAL DESCRIPTION WAS FURNISHED BY THE CLIENT.

WELL-IDENTIFIED FEATURES AS DEPICTED ON THIS SURVEY AND MAP WERE MEASURED TO AN ESTIMATED HORIZONTAL POSITIONAL ACCURACY OF 1/10 FOOT UNLESS OTHERWISE SHOWN.

BEARINGS AS SHOWN HEREON ARE BASED UPON AN ASSUMED VALUE OF S89°45'07"E FOR THE SOUTH RIGHT OF WAY LINE OF JERU BLVD AS DEPICTED ON THE MAP OF SURVEY.

LEGAL DESCRIPTION SUBJECT TO ANY DEDICATIONS, LIMITATIONS, RESTRICTIONS, RESERVATIONS OR RECORDED EASEMENTS.

THE SURVEYOR MAKES NO REPRESENTATION AS TO OWNERSHIP, POSSESSION OR OCCUPATION OF THE SUBJECT PROPERTY BY ANY ENTITY OR INDIVIDUAL.

SUBSURFACE IMPROVEMENTS AND/OR ENCROACHMENTS WITHIN, UPON, ACROSS, ABUTTING OR ADJACENT TO THE SUBJECT PROPERTY WERE NOT LOCATED AND ARE NOT SHOWN.

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NO TREES FOUND 20' AWAY FROM PROPERTY UNLESS DEPICTED ON THIS MAP.

CERTIFY TO:

**STAMM, MARTHA L**

**SURVEYOR'S CERTIFICATION:**

I HEREBY CERTIFY: THAT THIS "TOPOGRAPHIC SURVEY" AND THE MAP OF SURVEY RESULTING THERE FROM WAS PERFORMED UNDER MY DIRECTION AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND FURTHER, THAT SAID "TOPOGRAPHIC SURVEY" MEETS THE INTENT OF THE "MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING IN THE STATE OF FLORIDA", PURSUANT TO RULE 5J-17 OF THE FLORIDA ADMINISTRATIVE CODE AND ITS IMPLEMENTING RULE, CHAPTER 472.027 OF THE FLORIDA STATUTES.

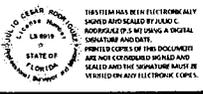
**GPS**  
 GLOBAL PROJECTS SURVEYING  
 PROFESSIONAL SURVEYOR AND MAPPER  
 PHONE: (813) 423-3483  
 FAX: (813) 388-0111  
 www.gpsflorida.net

ORIGINAL FIELD DATE: 12/29/2020  
 REVISIONS:

JOB NO. 20-2651  
 DRAWN: VJZ

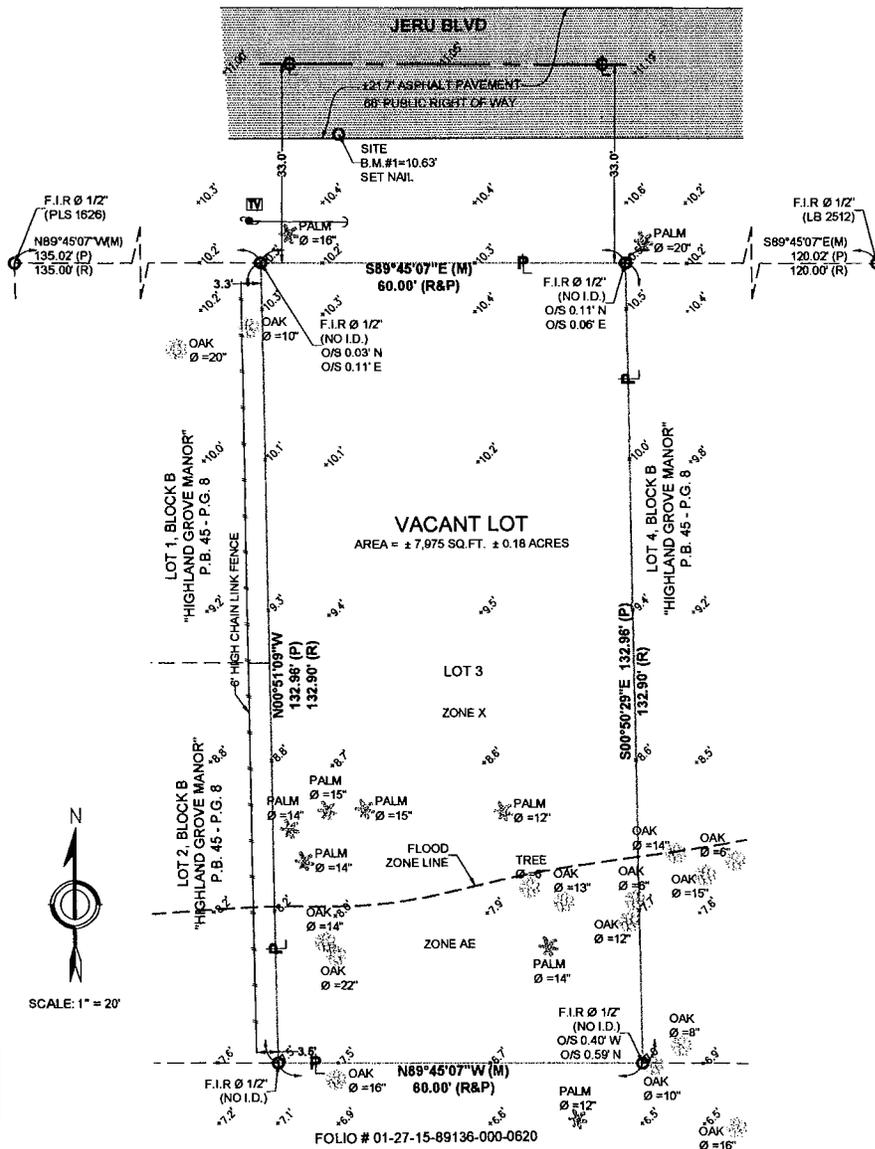
SHEET 1/1

Digitally signed by Julio C Rodriguez  
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 ou=A01410C0000175DDC09C300003  
 D8B, cn=Julio C Rodriguez  
 Date: 2021.07.14 14:52:08 -04'00



# BOUNDARY & TOPOGRAPHIC SURVEY

SECTION 01, TOWNSHIP 27S, RANGE 15E. PINELLAS COUNTY



**PROPERTY ADDRESS:**  
 XXXX JERU BLVD,  
 TARPON SPRINGS, FL 33689  
 (FOLIO NO. 01-27-15-38772-002-0030)

**DESCRIPTION:**  
 LOT 3, BLOCK B, "HIGHLAND GROVE MANOR", ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 45 AT PAGE 8 OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

**FLOOD ZONE INFORMATION:**  
 COMMUNITY: PINELLAS COUNTY - 125139  
 MAP/PANEL NO. 121030017G  
 SUFFIX: G  
 FIRM DATE: 08/03/2003  
 FLOOD ZONE: X & AE + 10'

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BENCH MARK: GPS-NAIL ELEVATION: 10.63 FEET (NAVD88)

LEGAL DESCRIPTION WAS FURNISHED BY THE CLIENT.

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CERTIFY TO:

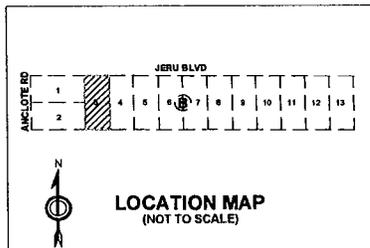
**STAMM, MARTHA L**

**SURVEYOR'S CERTIFICATION:**

I HEREBY CERTIFY THAT THIS "TOPOGRAPHIC SURVEY" AND THE MAP OF SURVEY RESULTING THERE FROM WAS PERFORMED UNDER MY DIRECTION AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND FURTHER, THAT SAID "TOPOGRAPHIC SURVEY" MEETS THE INTENT OF THE "MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING IN THE STATE OF FLORIDA", PURSUANT TO RULE 5J-17 OF THE FLORIDA ADMINISTRATIVE CODE AND ITS IMPLEMENTING RULE, CHAPTER 472.027 OF THE FLORIDA STATUTES.



SCALE: 1" = 20'



**LEGEND**

- CENTER LINE
- PROPERTY CORNER
- PROPERTY LINE
- PALM & TRUNK TREE
- CANOPY & TRUNK TREE
- PINE & TRUNK TREE
- MANHOLE (SANITARY SEWER)
- GROUND ELEVATION
- PAVEMENT ELEVATION
- POWER POLE WITH TRANSFORMER
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ORIGINAL FIELD DATE	12/29/2020	JOB NO.	20-2650
REVISIONS:		DRAWN	VJZ

SHEET 1/1

Digitally signed by Julio C Rodriguez  
 DN: c=US, o=Unaffiliated,  
 ou=A01410C00000175DDC09C300003  
 D88, cn=Julio C Rodriguez  
 Date: 2021.07.14 14:51:42 -04'00

THIS SYSTEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED BY JULIO C. RODRIGUEZ BY USING HIS PRIVATE KEY AND THE CERTIFICATION DOES NOT EXTEND TO ANY UNNAMED PARTY.

**ORDINANCE 2021-21**

**AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA ANNEXING 0.36 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED AT 369 & 379 JERU BOULEVARD, LOTS 3 & 4, BLOCK B, HIGHLAND GROVE MANOR SUBDIVISION, LOCATED ON THE SOUTH SIDE OF JERU BOULEVARD, APPROXIMATELY 140 FEET EAST OF ANCLOTE ROAD, (APPLICATIONS #21-116 & #21-117); PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the property owner has submitted for building permits with Pinellas County; and

**WHEREAS**, subsequent Utility Availability Statements from the City of Tarpon Springs identified the properties as contiguous to the City of Tarpon Springs Municipal Boundary, requiring application for annexation into the City of Tarpon Springs, and

**WHEREAS**, the property owner of record has requested to annex said property described in Exhibit A; and,

**WHEREAS**, the applicant has completed permit review through Pinellas County; and,

**WHEREAS**, the City of Tarpon Springs will accept an approved building permit from Pinellas County; and,

**WHEREAS**, the parcel is contiguous to the City of Tarpon Springs municipal boundary and is located within the City's planning area; and,

**WHEREAS**, annexation of the property will not create an enclave; and,

**WHEREAS**, the City of Tarpon Springs can provide services to the property; and,

**WHEREAS**, the Planning and Zoning Board conducted a public hearing on this annexation Ordinance on October 18, 2021; and,

**WHEREAS**, published legal notice of this Ordinance has been provided pursuant to the requirements of Chapter 166.041, F.S. and Section 206 of the Tarpon Springs Comprehensive Zoning and Land Development Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA:**

Section 1. FINDINGS

1. That this Ordinance will not create an enclave upon annexation.
2. That the annexation of the property will not have an adverse impact upon public facilities.
3. That the City will be able to provide public services to the property upon annexation.
4. That the property is consistent with the City's Future Land Use Map.

Section 2. ANNEXATION

In accordance with Chapter 171.044, F.S. the property described in Exhibit A, is hereby annexed from unincorporated Pinellas County into the corporate limits of the City of Tarpon Springs and the boundaries of Tarpon Springs are hereby redefined to include the described property.

Section 3. EFFECTIVE DATE

This Ordinance shall be effective upon adoption.

## **Ordinance 2021-21. Exhibit A**

Lot 4, Block B, “Highland Grove Manor Subdivision”, according to the plat thereof as recorded in Plat Book 45 at Page 8 of the Public Records of Pinellas County, Florida.

**and,**

Lot 3, Block B, “Highland Grove Manor Subdivision”, according to the plat thereof as recorded in Plat Book 45 at Page 8 of the Public Records of Pinellas County, Florida.

DRAFT

## ORDINANCE 2021-22

**AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA AMENDING THE FUTURE LAND USE MAP FOR 0.36 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED AT 369 & 379 JERU BOULEVARD, LOTS 3 & 4, BLOCK B, HIGHLAND GROVE MANOR SUBDIVISION, LOCATED ON THE SOUTH SIDE OF JERU BOULEVARD, APPROXIMATELY 140 FEET EAST OF ANCLOTE ROAD, FROM, PINELLAS COUNTY LAND USE DESIGNATION RU (RESIDENTIAL URBAN) TO CITY OF TARPON SPRINGS LAND USE DESIGNATION RU (RESIDENTIAL URBAN) (APPLICATIONS #21-116 & #21-117); PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the owner of said property totaling 0.36 acres, more or less, has applied to amend the Future Land Use Map designation of the property from the Pinellas County RU (Residential Urban) category to the City of Tarpon Springs RU (Residential Urban) category; and,

**WHEREAS**, the permitted uses within the RU (Residential Urban) land use designation are compatible with the surrounding and existing land uses; and,

**WHEREAS**, the property owner has also applied to re-zone the property from the Pinellas County R-4 (One, Two, and Three Family Residential) zoning district to the City of Tarpon Springs R-70 (one and Two Family Residential) zoning district; and,

**WHEREAS**, the property owner has also requested to annex said property into the municipal limits of Tarpon Springs; and,

**WHEREAS**, the Planning and Zoning Board conducted a public hearing on this application on October 18, 2021; and,

**WHEREAS**, this Ordinance has been duly advertised in accordance with the requirements of Chapter 171, F.S. and the Tarpon Springs Comprehensive Zoning and Land Development Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA:**

### **Section 1. FINDINGS**

1. That the Board of Commissioners finds that this Ordinance is consistent with Chapter 163, Part II, Florida Statutes.
2. The Board of Commissioners finds that this amendment to RU (Residential Low) land use designation is appropriate.

### **Section 2. LAND USE PLAN DESIGNATION**

The Future Land Use Map of the Future Land Use Plan Element of the Tarpon Springs Comprehensive Plan is hereby amended to Residential Urban for the property described as “Lots 3 and 4, Block B, “Highland Grove Manor Subdivision”, according to the plat thereof as recorded in Plat Book 45 at Page 8 of the Public Records of Pinellas County, Florida.”

**Section 3. EFFECTIVE DATE**

This Ordinance shall be effective upon approval, contingent upon approval of Ordinance 2021-21 for annexation, and, in conjunction with approval of Ordinance 2021-23 for rezoning.

DRAFT

**ORDINANCE 2021-23**

**AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA AMENDING THE OFFICIAL ZONING ATLAS OF THE CITY OF TARPON SPRINGS FOR 0.36 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED AT 369 & 379 JERU BOULEVARD, LOTS 3 & 4, BLOCK B, HIGHLAND GROVE MANOR SUBDIVISION, LOCATED ON THE SOUTH SIDE OF JERU BOULEVARD, APPROXIMATELY 140 FEET EAST OF ANCLOTE ROAD, FROM, PINELLAS COUNTY ZONING DESIGNATION R-4 (ONE, TWO, & THREE FAMILY RESIDENTIAL) TO CITY OF TARPON SPRINGS ZONING DESIGNATION R-70 (ONE & TWO FAMILY RESIDENTIAL) (APPLICATIONS #21-116 & #21-117); PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the property owner of record of said parcel has requested to amend to the zoning district designation of said parcel from the Pinellas County R-4 (One, Two, and Three Family Residential) zoning district to the City of Tarpon Springs R-70 (One and Two Family Residential) zoning district; and,

**WHEREAS**, the applicant is also requesting a change to the Future Land Use designation from Pinellas County Ru (Residential Urban) to the City of Tarpon Springs RU (Residential Urban) category; and,

**WHEREAS**, the proposed R-70 (One and Two Family Residential) zoning district is consistent with the proposed future land use category of RU (Residential Urban); and,

**WHEREAS**, the planned uses within the R-70 District are compatible with surrounding and existing land uses; and,

**WHEREAS**, the property owner has also requested to annex said property into the municipal limits of Tarpon Springs; and,

**WHEREAS**, the Planning and Zoning Board conducted a public hearing on this rezoning Ordinance on October 18, 2021; and,

**WHEREAS**, published legal notice of this Ordinance has been provided pursuant to the requirements of Chapter 166.041, F.S. and Section 206 of the Tarpon Springs Comprehensive Zoning and Land Development Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA:**

**Section 1. FINDINGS**

1. That the Board of Commissioners finds that this Ordinance is consistent with the Tarpon Springs Comprehensive Plan.
2. That available uses to which the property may be put are appropriate to the property in question and are compatible with the existing and planned uses in the area.
3. That the amendment shall provide for efficient and orderly development considering the impact upon growth patterns and the cost to the City to provide public facilities.
4. That the amendment will not adversely impact nor exceed the capacity or the fiscal ability of the City to provide public facilities including transportation, water and sewer, solid waste, drainage, recreation, education, fire protection, library service and other similar public facilities.

**Section 2. ZONING ATLAS AMENDMENT**

That the Official Zoning Atlas of the City of Tarpon Springs is hereby amended for the property described as “Lots 3 and 4, Block B, “Highland Grove Manor Subdivision”, according to the plat thereof as recorded in Plat Book 45 at Page 8 of the Public Records of Pinellas County, Florida.”

**Section 3. EFFECTIVE DATE**

This Ordinance shall be effective upon approval, contingent upon approval of Ordinance 2021-21 for annexation, and, in conjunction with approval of Ordinance 2021-22 for future land use map amendment.



**MEMORANDUM**

**To:** Board of Commissioners  
**Staff:** Renea Vincent, AICP, CPM, Planning Director  
**Date:** November 10, 2021  
**Subject:** Application #21-105 – Northside Engineering - Rezoning & Land Use Amendment Deferred

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Application #21-105 includes three parts:

1. **Annexation** into the City of Tarpon Springs municipal boundary (Ordinance 2021-18).
2. **Future Land Use Amendment** request to amend the land use to the CN (Commercial Neighborhood) category (Ordinance 2021-19).
3. **Rezoning** request to amend the zoning of the property to the NB (Neighborhood Business) zoning district (Ordinance 2021-20).

The staff report included in this packet covers all three of the above requests. However, due to an error in the public notice for the rezoning, the rezoning and future land use amendment portion of Application #21-105 will be deferred to the November 15, 2021, Planning and Zoning Board meeting.

The Board of Commissioners will only need to take action on the Annexation request at the November 16, 2021 hearing. The annexation is not dependent on the future land use and rezoning amendment; therefore it can continue to be processed separately.

The following outlines the public hearing dates for each request included in this application:

- Annexation
  - October 18, 2021 – Planning & Zoning Board – *Recommended Approval*
  - November 2, 2021 – Board of Commissioners 1<sup>st</sup> Reading - *Approved*
  - November 16, 2021 – Board of Commissioners 2<sup>nd</sup> Reading
- Rezoning & Land Use Amendment
  - November 15, 2021 – Planning & Zoning Board
  - December 7, 2021 - Board of Commissioners 1<sup>st</sup> Reading
  - Board of Commissioners 2<sup>nd</sup> Reading – Date to Be Determined

# **NORTHSIDE ENGINEERING #21-105**

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Planning & Zoning Board - October 18, 2021 (Annexation Only)

Board of Commissioners – November 2, 2021 (Annexation Only – 1<sup>st</sup> Reading)

Board of Commissioners – November 16, 2021 (Annexation Only – 2<sup>nd</sup> Reading)



# SITE LOCATION



# SUMMARY OF REQUEST

## #21-105 – 1954 South Pinellas Avenue

### 1. Annex

- 0.38 acres into City of Tarpon Springs

### 2. Future Land Use Map Amendment (FLUM)

- Current: RL (Pinellas County – Residential Low) & CG (Commercial General)
- Proposed: CN (Tarpon Springs – Commercial Neighborhood)

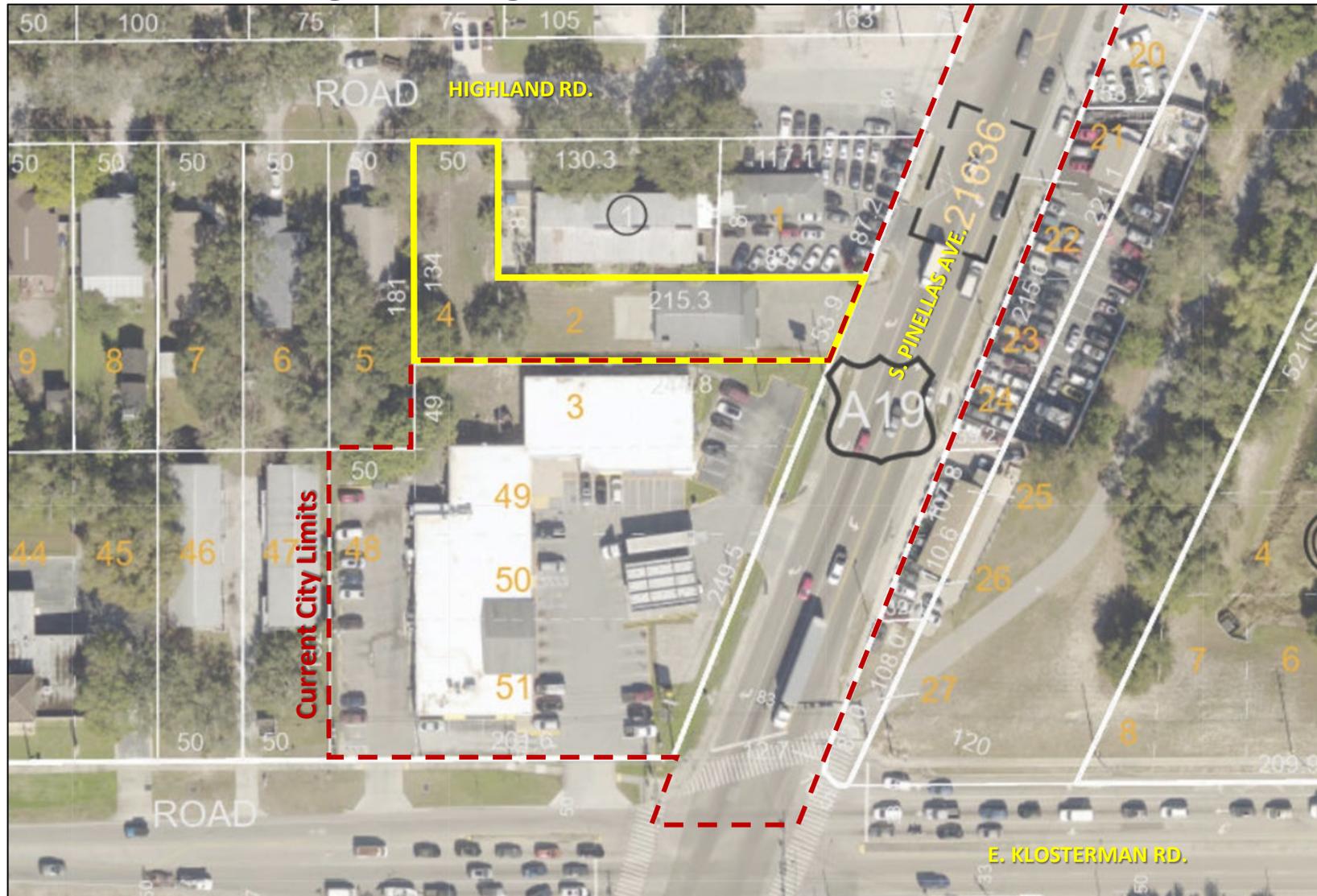
### 3. Rezoning

- Current: R-4 (Pinellas County – One, Two, & Three Family Residential) & C-2 (General Commercial & Services)
- Proposed: NB (Tarpon Springs – Neighborhood Business)

- **Applicant:** Northside Engineering, Inc.
- **Property Owner:** Garrigan Family Trust

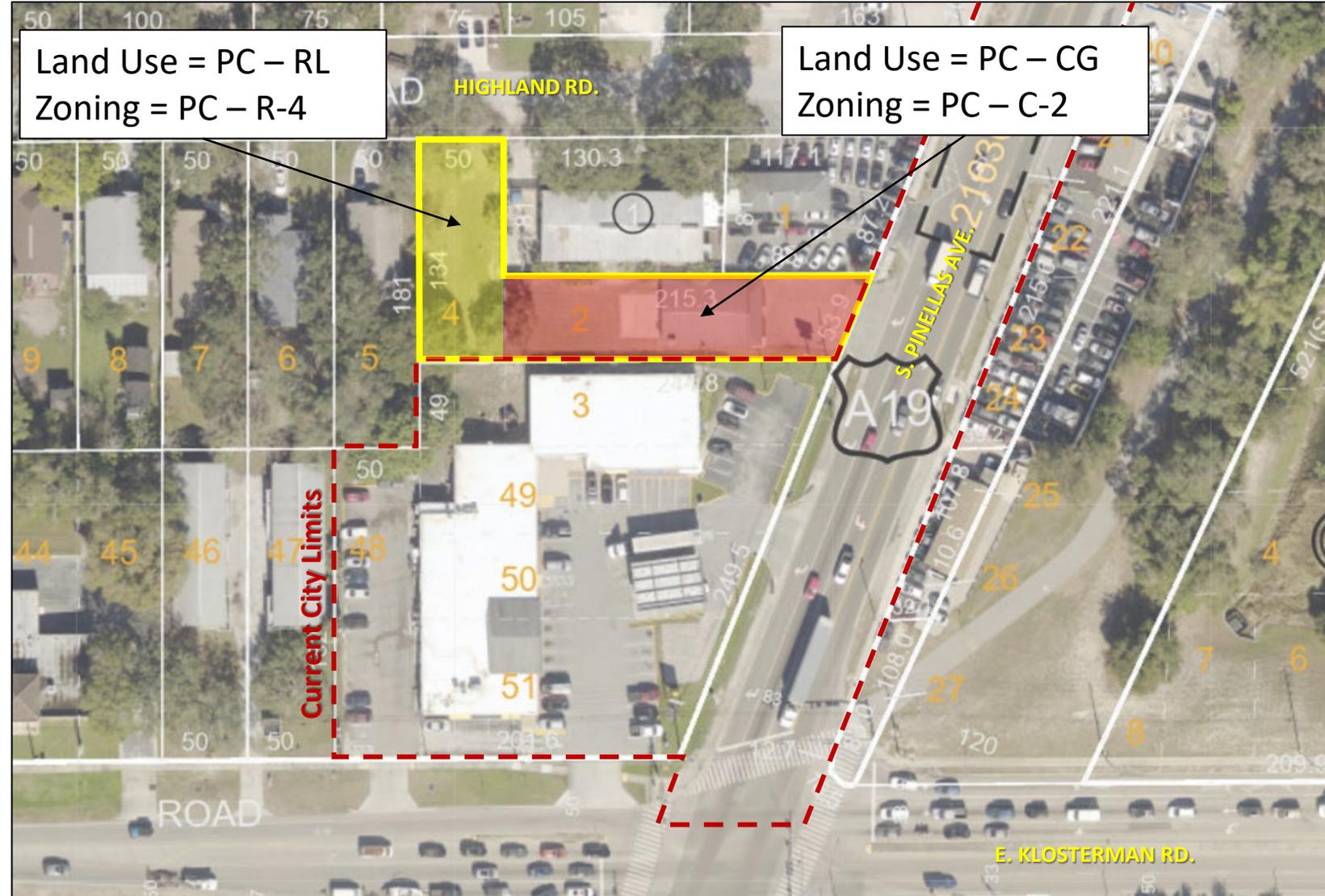
# SUMMARY OF REQUESTS

- Utilize existing building for a medical (dental) office.

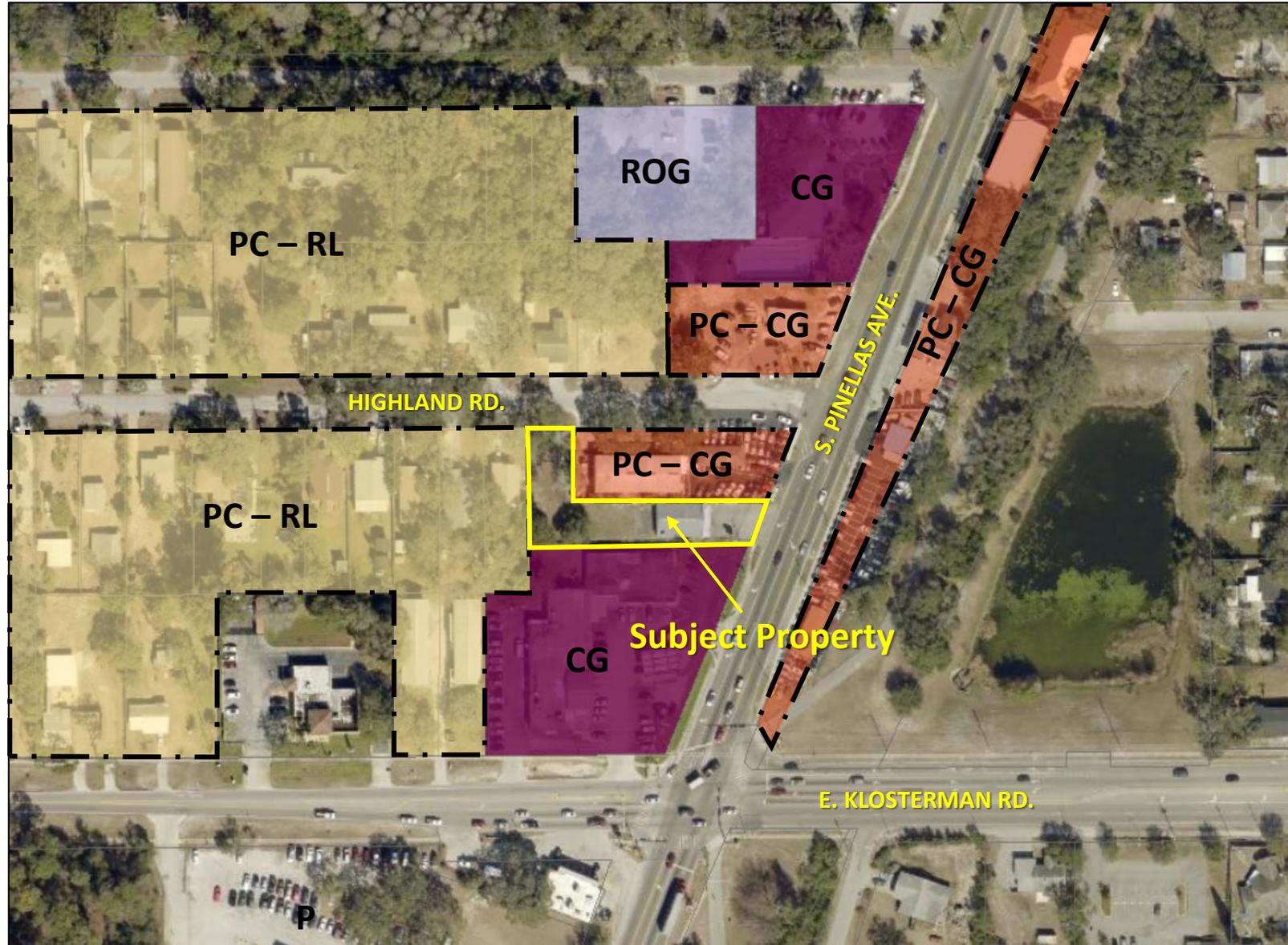


# SUMMARY OF REQUESTS

- Utilize existing building for a medical (dental) office.



# SURROUNDING LAND USE



## Current:

- RL (Pinellas County – Residential Low)
- CG (Commercial General)

## Proposed:

- CN (Tarpon Springs – Commercial Neighborhood)



# REVIEW CRITERIA - ANNEXATION

- 1) Whether the property in question would create a municipal or county enclave upon annexation; i.e. whether the area to be annexed is contiguous to the City's boundaries and is reasonably compact.
- 2) The impact of the property in question upon public facilities and the ability of the City to serve the property in question with public facilities upon annexation.
- 3) Whether the property in question is consistent with the City's Future Land Use Map Series and the terms of the City's Interlocal Planning Agreement with Pinellas County.
  - a) *Is the subject property within the City of Tarpon Springs Planning Area as defined by the Tarpon Springs Comprehensive Plan and the Agreement?*
  - b) *Has the Owner assented to the City's Comprehensive Plan as it applies to the subject property and is the density or intensity of the proposed use(s) equal to or less than the County's Comprehensive Plan?*
  - c) *Are the existing or proposed designations more intensive than those of the current County Comprehensive Land Use Plan requiring the processing of a land use plan amendment in accordance with the procedures contained in Chapter 163.3184, Florida Statutes?*

# PRELIMINARY STAFF RECOMMENDATION

- **#21-105 – Approval of:**
  - **Ordinance 2021-18** – Annexation of +/- 0.38 acres into Tarpon Springs
  
- ***The following will be heard at the November 15, 2021 P&Z Meeting:***
  - ***Ordinance 2021-19*** – Amending FLUM from Pinellas County RU (Residential Urban) to City of Tarpon Springs RU (Residential Urban)
  - ***Ordinance 2021-20*** – Amending Zoning Atlas from Pinellas County R-4 (One, Two, & Three Family Residential) to City of Tarpon Springs R-70 (One & Two Family Residential)

# PLANNING & ZONING BOARD RECOMMENDATION

The Planning & Zoning Board held a public hearing for the annexation portion of this application on October 18, 2021 and unanimously recommended ***approval*** of Ordinance 2021-18.

**Public Comment – None.**

- ***The following will be heard at the November 15, 2021 P&Z Meeting:***
  - ***Ordinance 2021-19 – Amending FLUM from Pinellas County RU (Residential Urban) to City of Tarpon Springs RU (Residential Urban)***
  - ***Ordinance 2021-20 – Amending Zoning Atlas from Pinellas County R-4 (One, Two, & Three Family Residential) to City of Tarpon Springs R-70 (One & Two Family Residential)***



**CITY OF TARPON SPRINGS**  
**PLANNING & ZONING BOARD / BOARD OF COMMISSIONERS**  
**[OCTOBER 18, 2021 / NOVEMBER 2, 2021 / NOVEMBER 16, 2021 (Annexation Only)]**

**STAFF REPORT**

**Application No. / Project Title:** #21-105 (Northside Engineering)  
**Staff:** Allie Keen, AICP, Senior Planner  
**Applicant / Owner:** Northside Engineer, Inc. / Garrigan Family Trust  
**Property Size:** +/- 0.38 Acres  
**Current Zoning:** Pinellas County – R-4 (One, Two, & Three Family Residential) & C-2 (General Commercial & Services)  
**Proposed Zoning:** NB (Neighborhood Business)  
**Current Land Use:** Pinellas County – RL (Residential Low) & CG (Commercial General)  
**Proposed Land Use:** CN (Commercial Neighborhood)  
**Location / Parcel ID:** 1954 S. Pinellas Ave. / 24-27-15-39348-001-0020

**BACKGROUND SUMMARY:**

The applicants are requesting annexation of approximately 0.38 acres in conjunction with a proposed Future Land Use Map (FLUM) amendment from Pinellas County land use designations RL (Residential Low) and CG (Commercial General) to City of Tarpon Springs land use designation CN (Commercial Neighborhood), and, a rezoning of the properties from Pinellas County R-4 (One, Two, & Three Family Residential) and C-2 (General Commercial & Services) zoning districts to City of Tarpon Springs NB (Neighborhood Business) zoning district.

**PRELIMINARY STAFF RECOMMENDATION:**

Staff recommends approval of the following:

1. **Ordinance 2021-18** annexing 0.38 acres into the City of Tarpon Springs municipal boundary.
2. **Ordinance 2021-19** amending the Future Land Use Map (FLUM) from Pinellas County land use designations RL (Residential Low) and CG (Commercial General) to City of Tarpon Springs land use designation CN (Commercial Neighborhood).
3. **Ordinance 2021-20** amending the Official Zoning Atlas from Pinellas County zoning designations R-4 (One, Two, & Three Family Residential) and C-2 (General Commercial & Services) to City of Tarpon Springs zoning designation NB (Neighborhood Business).

**PLANNING AND ZONING BOARD RECOMMENDATION (ANNEXATION ONLY):**

The Planning and Zoning Board, with five (5) Board members in attendance, held a public hearing on the annexation portion of this application at their regular meeting of October 18, 2021. The Board unanimously recommended approval of Ordinance 2021-18 for annexation of the subject property. There were no public comments at the hearing. The Planning and Zoning Board will hear the companion Land Use Amendment and Rezoning portions of this application at their regular meeting on November 15, 2021.



**CURRENT PROPERTY INFORMATION:**

<b>Use of Property:</b>	Vacant – Previously used as a Real Estate Office
<b>Site Features:</b>	Commercial building and parking lot
<b>Vehicle Access:</b>	This property currently gains access from S. Pinellas Ave.

**SURROUNDING ZONING & LAND USE:**

	<b>Zoning:</b>	<b>Land Use:</b>
<b>North:</b>	Pinellas County – C-2 (General Commercial & Services District)	Pinellas County – CG (Commercial General)
<b>South:</b>	HB (Highway Business)	CG (Commercial General)
<b>East:</b>	Pinellas County – C-2 (General Commercial & Services District)	Pinellas County – CG (Commercial General)
<b>West:</b>	Pinellas County – R-4 (One, Two, & Three Family Residential)	Pinellas County – RL (Residential Low)

**ZONING DISTRICT SUMMARY (EXISTING / PROPOSED):**

<b>Dimensional Regulations</b>	<b>Current Zoning (Pinellas County)</b>		<b>Proposed Zoning: NB (Neighborhood Business)</b>
	R-4 (One, Two, & Three Family Residential)	C-2 (General Commercial & Services District)	
<b>Max. Density</b>	Per Pinellas County FLUM Designation	Per Pinellas County FLUM Designation	Per FLUM Designation
<b>Lot Standards:</b>			
<b>Min. Lot Area</b>	5,000 square feet	10,000 square feet	5,000 square feet
<b>Min. Lot Width</b>	50 feet	80 feet	50 feet
<b>Min. Lot Depth</b>	80 feet	100 feet	80 feet
<b>Max. Height</b>	35 feet	75 feet / 45 feet within 50 feet of Residential	25 feet
<b>Setbacks:</b>			
<b>Front Yard</b>	Structure = 20 feet Porch, Patio, Deck = 10 feet	5 feet	10 feet
<b>Side Yard</b>	6 feet	0 feet / 20 feet when abutting residential district	0 / 10 feet when adjoining residential district
<b>Side Street</b>	10 feet	0 feet / 20 feet when abutting residential district	10 feet
<b>Rear Yard</b>	10 feet	0 feet / 20 feet when abutting residential district	15 feet / 20 feet when adjoining residential district
<b>Min. Net Floor Area</b>	n/a	n/a	n/a



**PLANNING CONSIDERATIONS:**

When considering this application, the following general site conditions, planning concepts, and other facts should be noted:

1. The subject property is located in unincorporated Pinellas County and currently has split zoning and land use. The current zoning is R-4 (One, Two, & Three Family Residential) on the west side of the property and C-2 (General Commercial & Services) on the east side of the property, fronting S. Pinellas Ave. The current land use is RL (Residential Low) on the west side of the property and CG (Commercial General) on the east side of the property. The applicant is seeking voluntary annexation into the City of Tarpon Springs to connect to City sanitary sewer service for the purpose of operating a medical office from the existing building on site.
2. This application is accompanied by a request for rezoning to NB (Neighborhood Business) and a FLUM amendment to CN (Commercial Neighborhood). The proposed request will also require a Countywide Plan Map amendment to put the entire parcel into the R&S (Retail & Services) category. Currently, the west side of the parcel is within the RLM (Residential Low Medium) category. The proposed rezoning, land use amendment, and Countywide Plan amendment request will put the entire parcel into single zoning, land use, and Countywide Plan designations.
3. The subject property is contiguous to the City's municipal boundary along the southern property line.
4. Properties along Pinellas Ave. are generally higher intensity commercial uses. The subject site's configuration (L-shape) extends into the residential area along Highland Road. The proposed NB zoning district and CN land use allows for lower-intensity, neighborhood-oriented businesses which would be more appropriate to this property if it were to be further developed in the future.

**REVIEW STANDARDS / STAFF ANALYSIS - ANNEXATION:**

Section 208.00 of the City of Tarpon Springs Comprehensive Zoning and Land Development Code and Chapter 171.043, Florida Statutes provide standards for annexations. These standards, along with planning staff's analysis are provided below:

1. **Whether the property in question would create a municipal or county enclave upon annexation; i.e.: whether the area to be annexed is contiguous to the City's boundaries and is reasonably compact.**

*Staff Analysis:* The property is contiguous to the existing Tarpon Springs municipal limits on the south side and will not create an enclave.

2. **The impact of the property in question upon public facilities and the ability of the City to serve the property in question with public facilities upon annexation.**

*Staff Analysis:* The property has the following public facilities service characteristics:

- Potable water service is currently provided to this property from the City of Tarpon Springs.
- Sanitary sewer service is available from the City of Tarpon Springs. The City has the capacity to provide service to this property.
- Fire service will be provided by Tarpon Springs Fire Rescue.
- The roadway adjacent to the proposed annexation is under the jurisdiction of FDOT (Pinellas Avenue).
- The project is within the City's solid waste service area. The City has the ability to provide solid waste service to these properties.

3. **Whether the property in question is consistent with the City's Future Land Use Map Series and the terms of the City's Interlocal Planning Agreement with Pinellas County.**



**a. Is the subject property within the City of Tarpon Springs Planning Area as defined by the Tarpon Springs Comprehensive Plan and the Agreement?**

*Staff Analysis:* The subject property is within the Tarpon Springs Planning Area as defined by the Tarpon Springs Comprehensive Plan. In September 2007, a state appeals court released a decision invalidating Pinellas County Ordinance No. 00-63. Ordinance 00-63 was approved by voters in a November 2000 referendum and the ordinance replaced certain state laws governing voluntary annexation with local procedures that were intended to encourage better planning. Chief among the provisions was a set of boundaries delineating unincorporated areas eligible for annexation by specific municipalities.

The court affirmed that Pinellas County has the authority to create its own voluntary annexation procedures but stated that they must be written into the county charter, which was not part of the original referendum. Therefore, Ordinance No. 00-63 is no longer in effect. Pinellas County has been notified of the application in accordance with state law.

**b. Has the Owner assented to the City's Comprehensive Plan as it applies to the subject property and is the density or intensity of the proposed use(s) equal to or less than the County's Comprehensive Plan?**

*Staff Analysis:* The owner has voluntarily agreed to the above pursuant to the applications on file with the Planning and Zoning Department. The proposed intensity of the property is consistent to that addressed in the Pinellas County Comprehensive Plan. The requested zoning of NB is consistent with the CN (Commercial Neighborhood) land use designation.

**c. Are the existing or proposed designations more intensive than those of the current County Comprehensive Land Use Plan requiring the processing of a land use plan amendment in accordance with the procedures contained in Chapter 163.3184, Florida Statutes?**

*Staff Analysis:* The intensity of the proposed future land use plan amendment and zoning map amendment to the Tarpon Springs Comprehensive Plan and the Official Zoning Atlas, respectively, are less intensive for the property as a whole with the intensities addressed in the current Pinellas County Comprehensive Plan and the Pinellas County Land Development Code for the subject properties. Further, the subject property currently has split zoning and land use. The proposed request places the entire property into a single zoning (NB) and land use designation (CN) that is appropriate to the surrounding area.

**REVIEW STANDARDS / STAFF ANALYSIS – COMPREHENSIVE PLAN MAP AMENDMENT**

***Future Land Use Map Amendment***

The Future Land Use Map amendment is a legislative decision of the Board of Commissioners. The standards for the current and proposed future land use categories are summarized below:

	<b>Current FLU (Pinellas County):</b>		<b>Proposed FLU:</b> CN (Commercial Neighborhood)
	RL (Residential Low)	CG (Commercial General)	
<b>Intent:</b>	To depict those areas of the County that are now developed, or appropriate to be developed, in a low-density residential manner;	To depict those areas of the County that are now developed, or appropriate to be developed, in a manner designed to provide the	Commercial Land Use Categories provide for commercial uses including products and services along major



	and to recognize such areas as primarily well suited for residential uses that are consistent with the low density, non-intensive qualities and natural characteristics of such areas.	community or region with commercial goods and services, to provide for employment uses that have off-site impacts comparable to office and retail commercial uses, and to provide for residential uses when appropriate consistent with the objective of encouraging a mix of uses providing primarily for the service, commercial, and employment needs of the community or region.	corridors and at roadway intersections to serve residents and visitors on both a localized and regionalized basis.
<b>Primary Uses:</b>	Residential	Office Personal Service/Office Support Retail Commercial Commercial/Business Service Transient Accommodations Manufacturing-Light Research and Development-Light Wholesale/Distribution Storage/Warehouse Residential	Office Convenience Shopping Personal Services
<b>Max. Density:</b>	5 du/ac	24 du/ac	10 du/ac
<b>Max. Floor Area Ratio (FAR):</b>	0.40	0.55	0.20
<b>Max. Impervious Surface Ratio (ISR):</b>	0.65	0.90	0.60

*Staff Analysis:* The configuration of the subject property extends into an existing residential neighborhood. The current land use is split between residential and commercial designations on the property. Most properties fronting Pinellas Avenue are higher-intensity commercial designations, however, the proposed land use designation of CN (Commercial Neighborhood) is more appropriate for this particular property, should it ever be further developed, because it allows for less-intense, neighborhood-oriented commercial uses.



**Countywide Plan Map Amendment**

The Countywide Rules for the locational characteristics and traffic generation characteristics of the current and proposed land uses are summarized below:

	Current Plan Category:		Proposed Plan Category: R&S (Retail & Services)
	RLM (Residential Low Medium)	R&S (Retail & Services)	
<b>Purpose:</b>	To depict areas that are now developed, or appropriate to be developed, in a suburban, low density or moderately dense residential manner; and to recognize such areas as primarily well-suited for residential uses that are consistent with the suburban qualities, transportation facilities, including transit, and natural resources of such areas.	To depict areas developed with, or appropriate to be developed with, a mix of businesses that provide for the shopping and personal service needs of the community or region for employment opportunities and accommodate target employment uses, and may include residential uses as part of the mix of uses.	To depict areas developed with, or appropriate to be developed with, a mix of businesses that provide for the shopping and personal service needs of the community or region for employment opportunities and accommodate target employment uses, and may include residential uses as part of the mix of uses.
<b>Max. Density:</b>	10 du/ac	24 du/ac	24 du/ac
<b>Max. Floor Area Ratio (FAR):</b>	0.50	0.55	0.55
<b>Max. Impervious Surface Ratio (ISR):</b>	0.75	0.90	0.90
<b>Traffic Generation Characteristics:</b>	67 trips per day per acre	433 trips per day per acre	433 trips per day per acre

**REVIEW STANDARDS / STAFF ANALYSIS - REZONING:**

Section 207.03(A) of the Tarpons Springs Comprehensive Zoning and Land Development Code provides standards for zoning map amendments. These standards, along with planning staff’s analysis are provided below:

- 1. The amendment is consistent with the goals, objectives and policies of the Tarpon Springs Comprehensive Plan.**

*Staff Analysis:* See the above analysis of the FLUM amendment to CN (Commercial Neighborhood). The proposed NB (Neighborhood Business) zoning district is consistent with the CN FLUM category and the goals, objectives, and policies of the Comprehensive Plan.

- 2. The available uses to which the property may be put are appropriate to the property in question and are compatible with the existing and planned uses in the area.**



*Staff Analysis:* The property fronts Pinellas Avenue where there is a mix of uses. The subject property extends into a residential neighborhood, which warrants a less-intense commercial zoning in the event the property is ever further developed in the future. The NB zoning district limits the permitted land uses to those that are compatible with surrounding residential areas and are less intense in nature. The NB zoning district is appropriate and compatible with the existing and planned uses in this area.

**3. The amendment shall provide for efficient and orderly development considering the impact upon growth patterns and the cost to the City to provide public facilities.**

*Staff Analysis:* The proposed amendment is in area where public infrastructure is already in place. This amendment promotes orderly and efficient development of an existing commercial corridor within Tarpon Springs.

**4. The amendment will not adversely impact nor exceed the capacity or the fiscal ability of the City to provide public facilities, including transportation, waste and sewer, solid waste, drainage, recreation, education, fire protection, library service and other similar public facilities. Compliance with the adopted Levels of Service standards can be demonstrated if necessary.**

*Staff Analysis:* This proposal is not expected to affect the capacity of, or the level of service standards of any public facilities.

**TECHNICAL REVIEW COMMITTEE:**

TRC reviewed this project on August 5, 2021 for completeness and conformance to the Comprehensive Zoning and Land Development Code and the Comprehensive Plan. The TRC determined that the application was complete and ready for processing. There were no further comments from the TRC.

**PUBLIC CORRESPONDENCE:**

The property owners within 500 feet were sent written notification in accordance with Section 206.00(J)(4) of the City of Tarpon Springs Comprehensive Zoning and Land Development Code and Chapter 166.041, Florida Statutes. Notice was advertised in the *Tampa Bay Times*. Staff has not received any responses to these notices.

**ATTACHMENTS:**

1. Slide Presentation
2. Survey
3. Annexation Narrative
4. Draft Ordinance 2021-18; 2021-19; 2021-20

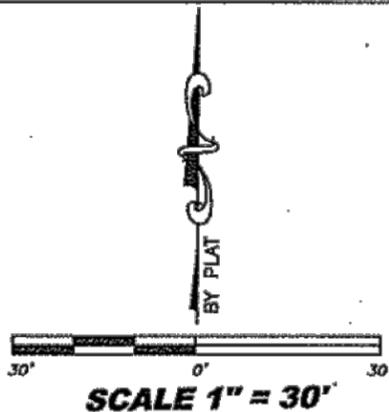
# B M BENCHMARK SURVEYS, INC.

2149 SUGARBUSH DRIVE  
Voice (727) 847-5544

HOLIDAY, FLORIDA 34690  
Fax (727) 940-7265

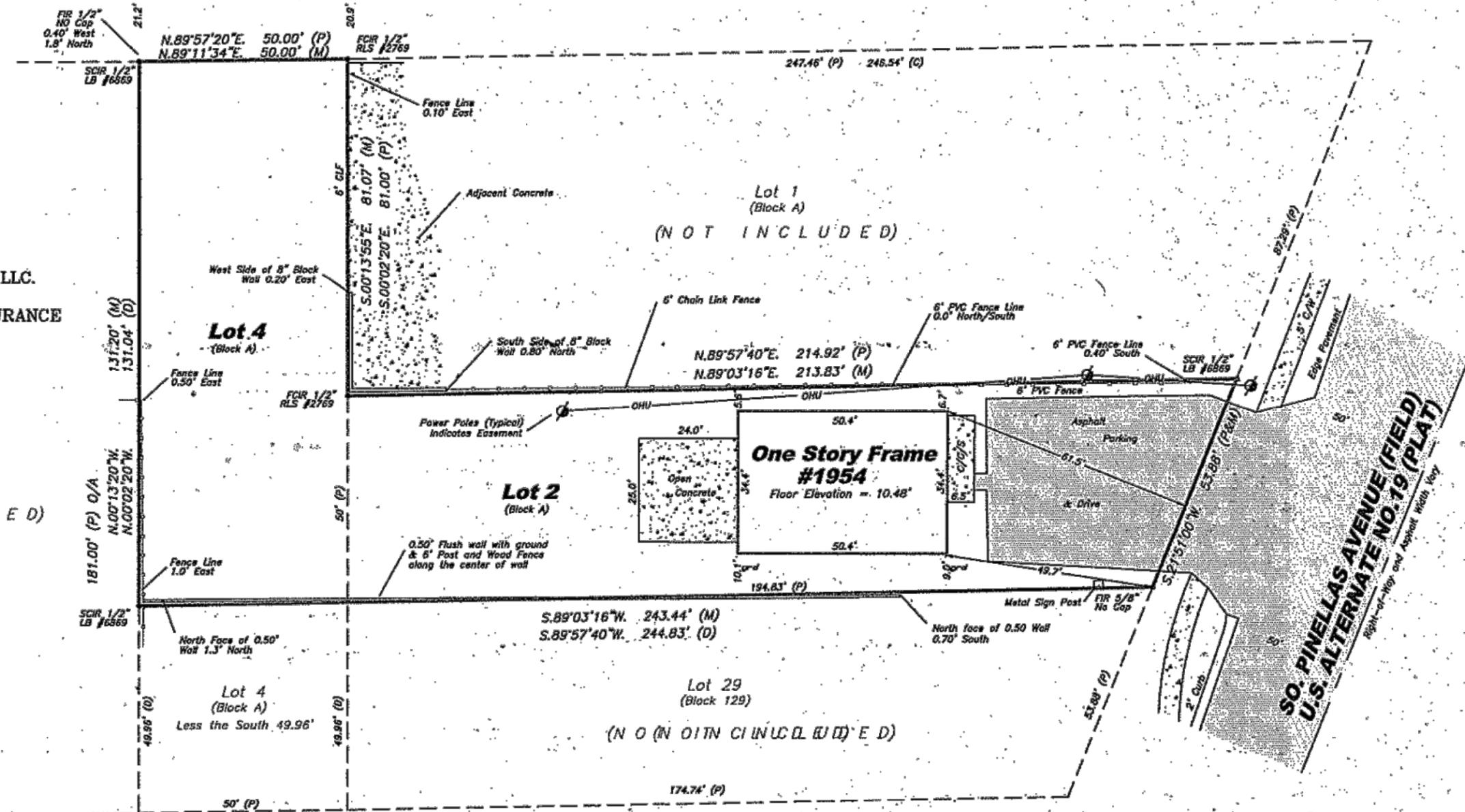
SEC 24 TWP 27S RNG 15 E  
PINELLAS COUNTY, FLORIDA

## TERRACE ROAD (PLAT)



**Certified to**  
CADENCE BANK, N.A. ISAOA  
ADITYA PROPERTY MANAGEMENT, LLC.  
CARTER FOREMAN, PLLC.  
OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY

Lot 5 (Block A)  
(NOT INCLUDED)



**CERTIFICATE NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.**  
I HEREBY CERTIFY THAT THIS SKETCH OF SURVEY OF THE HEREON DESCRIBED PROPERTY HAS BEEN MADE UNDER MY DIRECTION, AND TO THE BEST OF KNOWLEDGE AND BELIEF, IT IS A TRUE AND ACCURATE REPRESENTATION OF A SURVEY THAT MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AS DESCRIBED IN CHAPTER 5J17 OF THE FLORIDA ADMINISTRATIVE CODE.

THOMAS N. GAZELL PSM No. 5887  
STATE OF FLORIDA - LB #6869

**BOUNDARY SURVEY**  
Legal Description:  
Lots 2 and 4, Block "A", Less the South 49.96 of Lot 4, 'HIGHLAND TERRACE' SUBDIVISION REVISED, according to the map or plat thereof as recorded in Plat Book 31, Page 39, of the Public Records of Pinellas County, Florida.  
Drawing #2021.102 Date: 06-18-2021  
FB # IN FILE Drawn By: gt Checked By: tg

**Surveyors Notes:**  
1. Legal Description provided by client.  
2. Bearings are based on the Westerly R/W of U.S. Alternate 19. Said Line bears (S)N.21°51'00"(E)W. As per plat.  
3. Benchmark Surveys, Inc. makes no representations or guarantees as to easements, right-of-ways, set back lines, reservations, agreements or other similar matters.  
4. Per the National Flood Insurance Rate Map, Pinellas County, Community Panel Number 125139 0057 G, Map Revised September 03 2003, this property appears to be located in Flood-Zone "AE", a base flood of 10.0'.  
5. No underground or overhead utilities or improvements were located except as shown.

**Legend:**  
FCM = Found Concrete Monument  
RLS = Registered Land Surveyor  
FCIR = Found Capped Iron Rod  
SCIR = Set Capped Iron Rod  
FIP = Found Iron Pipe  
FPP = Found Pinched Pipe  
FIR = Found Iron Rod  
LB = Licensed Business  
(C) = Calculated Measurement  
(P) = Plat Measurement  
(M) = Field Measurement  
(D) = Deed Measurement  
FN&D = Found Nail & Disk  
SN&D = Set Nail & Disk  
F/F = Finished Floor  
PSM = Professional Surveyor and Mapper  
C/S = Concrete Slab  
O/A = Overall Dimension/Bearing  
C.B.S. = Concrete Block Structure  
CL = Centerline  
OHU = Overhead Utilities  
S/P = Screened in Porch  
STY = Story  
P.O.B. = Point of Beginning  
P.O.C. = Point of Commencement  
R/W = Right-of-Way  
W.C. = Witness Corner  
CLF = Chain Link Fence

September 14, 2021

City of Tarpon Springs – Planning & Zoning  
Attn: Allie Keen, AICP, Senior Planner  
324 East Pine Street  
Tarpon Springs, Florida 34689

Re: 1954 South Pinellas Avenue – Annexation #21-105

Subject: Narrative for Annexation

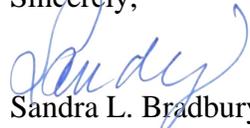
Dear Allie,

Owner of this property would like to annex this site to the City of Tarpon Springs. Currently this site is in unincorporated Pinellas County and wastewater is being handled by a septic tank system. City of Tarpon Springs requires annexing in order to provide sanitary sewer service.

Property Usage; currently the building is vacant, the site has been serving as a Real Estate office since 1989 and the new owners purchased the property in June of 2021. The proposed use will be medical office.

Included with this letter is the Proof of Ownership & Maps, Response to TRC Comments, Rezoning & Comprehensive Plan Amendment Application, Survey, Utility Availability and Neighborhood Labels for 500-feet. As always, thank you and staff for assistance with this project it is greatly appreciated.

Sincerely,



Sandra L. Bradbury  
Office Manager/Project Coordinator  
Northside Engineering, Inc.

## ORDINANCE 2021-18

**AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA ANNEXING 0.38 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED AT 1954 SOUTH PINELLAS AVENUE ON THE WEST SIDE OF SOUTH PINELLAS AVENUE, APPROXIMATELY 280 FEET NORTH OF KLOSTERMAN ROAD, (APPLICATION 21-105); PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the property owner of record has requested to annex said property described in Exhibit A; and,

**WHEREAS**, the parcel is contiguous to the City of Tarpon Springs municipal boundary and is located within the City's planning area; and,

**WHEREAS**, annexation of the property will not create an enclave; and,

**WHEREAS**, the City of Tarpon Springs can provide services to the property; and,

**WHEREAS**, the Planning and Zoning Board conducted a public hearing on this annexation Ordinance on October 18, 2021; and,

**WHEREAS**, published legal notice of this Ordinance has been provided pursuant to the requirements of Chapter 166.041, F.S. and Section 206 of the Tarpon Springs Comprehensive Zoning and Land Development Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA:**

Section 1. FINDINGS

1. That this Ordinance will not create an enclave upon annexation.
2. That the annexation of the property will not have an adverse impact upon public facilities.
3. That the City will be able to provide public services to the property upon annexation.
4. That the property is consistent with the City's Future Land Use Map.

Section 2. ANNEXATION

In accordance with Chapter 171.044, F.S. the property described in Exhibit A, is hereby annexed from unincorporated Pinellas County into the corporate limits of the City of Tarpon Springs and the boundaries of Tarpon Springs are hereby redefined to include the described property.

Section 3. EFFECTIVE DATE

This Ordinance shall be effective upon adoption.

DRAFT

## **Ordinance 2021-18. Exhibit A**

Lots 2 and 4, Block "A", Less the South 49.96 of Lot 4, Highland Terrace Subdivision Revised, according to the map or plat thereof as recorded in Plant Book 31, Page 39, of the Public Records of Pinellas County, Florida.

DRAFT

## **ORDINANCE 2021-19**

**AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA AMENDING THE FUTURE LAND USE MAP FOR 0.38 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED AT 1954 SOUTH PINELLAS AVENUE ON THE WEST SIDE OF SOUTH PINELLAS AVENUE APPROXIMATELY 280 FEET NORTH OF KLOSTERMAN ROAD, FROM, PINELLAS COUNTY LAND USE DESIGNATION RL (RESIDENTIAL LOW) AND CG (COMMERCIAL GENERAL) TO CITY OF TARPON SPRINGS LAND USE DESIGNATION CN (COMMERCIAL NEIGHBORHOOD) (APPLICATION #21-105); PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the owner of said property totaling 0.38 acres, more or less, has applied to amend the Future Land Use Map designations of the property from the Pinellas County RL (Residential Low) and CG (Commercial General) category to the City of Tarpon Springs CN (Commercial Neighborhood) category; and,

**WHEREAS**, the permitted uses within the CN (Commercial Neighborhood) land use designation are compatible with the surrounding and existing land uses; and,

**WHEREAS**, the property owner has also applied to re-zone the property from the Pinellas County R-4 (One, Two, and Three Family Residential) zoning district and C-2 (General Commercial & Services) to the City of Tarpon Springs NB (Neighborhood Business) zoning district; and,

**WHEREAS**, the property owner has also requested to annex said property into the municipal limits of Tarpon Springs; and,

**WHEREAS**, the Planning and Zoning Board conducted a public hearing on this application on October 18, 2021; and,

**WHEREAS**, this Ordinance has been duly advertised in accordance with the requirements of Chapter 171, F.S. and the Tarpon Springs Comprehensive Zoning and Land Development Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA:**

### **Section 1. FINDINGS**

1. That the Board of Commissioners finds that this Ordinance is consistent with Chapter 163, Part II, Florida Statutes.
2. The Board of Commissioners finds that this amendment to CN (Commercial Neighborhood) land use designation is appropriate.

### **Section 2. LAND USE PLAN DESIGNATION**

The Future Land Use Map of the Future Land Use Plan Element of the Tarpon Springs Comprehensive Plan is hereby amended to Commercial Neighborhood for the property described as “Lots 2 and 4, Block “A”, Less the South 49.96 of Lot 4, Highland Terrace Subdivision Revised, according to the map or plat thereof as recorded in Plat Book 31, Page 39, of the Public Records of Pinellas County, Florida.”

**Section 3. EFFECTIVE DATE**

This Ordinance shall be effective upon approval, contingent upon approval of Ordinance 2021-18 for annexation, and, in conjunction with approval of Ordinance 2021-20 for rezoning.

DRAFT

**ORDINANCE 2021-20**

**AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA AMENDING THE OFFICIAL ZONING ATLAS OF THE CITY OF TARPON SPRINGS FOR 0.38 ACRES, MORE OR LESS, OF REAL PROPERTY LOCATED AT 1954 SOUTH PINELLAS AVENUE ON THE WEST SIDE OF SOUTH PINELLAS AVENUE, APPROXIMATELY 280 FEET NORTH OF KLOSTERMAN ROAD, FROM, PINELLAS COUNTY ZONING DESIGNATION R-4 (ONE, TWO, & THREE FAMILY RESIDENTIAL) AND C-2 (GENERAL COMMERCIAL & SERVICES) TO CITY OF TARPON SPRINGS ZONING DESIGNATION NB (NEIGHBORHOOD BUSINESS) (APPLICATION #21-105); PROVIDING FOR FINDINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the property owner of record of said parcel has requested to amend to the zoning district designations of said parcel from the Pinellas County R-4 (One, Two, and Three Family Residential) and C-2 (General Commercial & Services) zoning districts to the City of Tarpon Springs NB (Neighborhood Business) zoning district; and,

**WHEREAS**, the applicant is also requesting a change to the Future Land Use designations from Pinellas County RL (Residential Low) and CG (Commercial General) to the City of Tarpon Springs CN (Commercial Neighborhood) category; and,

**WHEREAS**, the proposed NB (Neighborhood Business) zoning district is consistent with the proposed future land use category of CN (Commercial Neighborhood); and,

**WHEREAS**, the planned uses within the NB District are compatible with surrounding and existing land uses; and,

**WHEREAS**, the property owner has also requested to annex said property into the municipal limits of Tarpon Springs; and,

**WHEREAS**, the Planning and Zoning Board conducted a public hearing on this rezoning Ordinance on October 18, 2021; and,

**WHEREAS**, published legal notice of this Ordinance has been provided pursuant to the requirements of Chapter 166.041, F.S. and Section 206 of the Tarpon Springs Comprehensive Zoning and Land Development Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA:**

**Section 1. FINDINGS**

1. That the Board of Commissioners finds that this Ordinance is consistent with the Tarpon Springs Comprehensive Plan.
2. That available uses to which the property may be put are appropriate to the property in question and are compatible with the existing and planned uses in the area.
3. That the amendment shall provide for efficient and orderly development considering the impact upon growth patterns and the cost to the City to provide public facilities.
4. That the amendment will not adversely impact nor exceed the capacity or the fiscal ability of the City to provide public facilities including transportation, water and sewer, solid waste, drainage, recreation, education, fire protection, library service and other similar public facilities.

**Section 2. ZONING ATLAS AMENDMENT**

That the Official Zoning Atlas of the City of Tarpon Springs is hereby amended for the property described as “Lots 2 and 4, Block “A”, Less the South 49.96 of Lot 4, Highland Terrace Subdivision Revised, according to the map or plat thereof as recorded in Plat Book 31, Page 39, of the Pinellas County Records of Pinellas County, Florida.”

**Section 3. EFFECTIVE DATE**

This Ordinance shall be effective upon approval, contingent upon approval of Ordinance 2021-18 for annexation, and, in conjunction with approval of Ordinance 2021-19 for future land use map amendment.



## **MEMORANDUM**

**To:** Board of Commissioners

**From:** Renea Vincent, AICP, CPM, Planning and Zoning Director

**Date:** October 11, 2021

**Subject:** **Proposed Amendments to A-Frame Sign Regulations**

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During a recent Board of Commissioner discussion regarding the City's regulations for A-Frame signs, the Board directed staff to amend the regulations to allow plastic A-Frame signs. Per direction, staff has drafted the requested changes and advertised an ordinance, by title only, to be heard by the Planning and Zoning Board at their regular meeting of September 20, 2021, subsequently deferred to the regular meeting of October 18, 2021.

Draft Ordinance 2021-14 is attached showing proposed text amendments in strikethrough and underline format to Section 191.01(E) A-Frame/Sandwich Board Signs.

Board of Commissioners hearing dates (through advertisement and deferral) are:

- November 2, 2021: First reading of Ordinance 2021-14
- November 16, 2021: Second reading of Ordinance 2021-14

The Planning and Zoning Board heard this item at their regular meeting of October 18, 2021 with five board members in attendance. One member of the public spoke in support of the proposed ordinance changes. The Planning and Zoning Board voted unanimously to approve the ordinance with the following recommendations:

- Add a provision that advertising on A-frame signs must be for the property owner or lessee (business) on the property,
- Add a provision that no profanity or language that is outside community standards be allowed on A-frame signs.

**ORDINANCE NO. 2021-14**

**AN ORDINANCE OF THE CITY OF TARPON SPRINGS, FLORIDA, AMENDING THE CITY OF TARPON SPRINGS CODE OF ORDINANCES, APPENDIX A, COMPREHENSIVE ZONING AND LAND DEVELOPMENT CODE, ARTICLE XI, SECTION 191.09 A-FRAME/SANDWICH BOARD SIGNS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES OF THE CITY OF TARPON SPRINGS, FLORIDA; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE.**

**WHEREAS**, the City of Tarpon Springs (the City) finds and determines that aesthetics contribute to the well-being of and can affect economic investment in a community; and,

**WHEREAS**, the City finds and determines that regulation of aesthetics is in the public interest; and,

**WHEREAS**, the City finds and determines that certain design standards of A-frame/sandwich board signs, as defined in Article XI, should be clearly set forth to ensure the appropriate regulation of aesthetics in the public interest; and,

**WHEREAS**, the City desires to establish said design standards for A-frame/sandwich board signs within the City; and,

**WHEREAS**, the Board of Commissioners of the City of Tarpon Springs has determined that amendments to Article XI, Appendix A, the Comprehensive Zoning and Land Development Code, are necessary to make such changes.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA:**

SECTION 1. That Section 191.09 (E) of Article XI of Appendix A, of the Comprehensive Zoning and Land Development Code, shall be amended to read as follows:

**§ 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, or plastic~~ frame material. Sign faces allowing for changeable copy shall be limited to chalk boards, dry-erase boards or changeable face inserts that are professionally printed and 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 or face insert. 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.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 97-19, passed 7-15-97; Am. Ord. 97-44, passed 12-16-97; Am. Ord. 2020-06, passed 6-9-20)

## SECTION 2.

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

## SECTION 3.

This Ordinance shall become effective upon final passage and adoption.

# **STUMPY'S – CONDITIONAL USE #21-130**

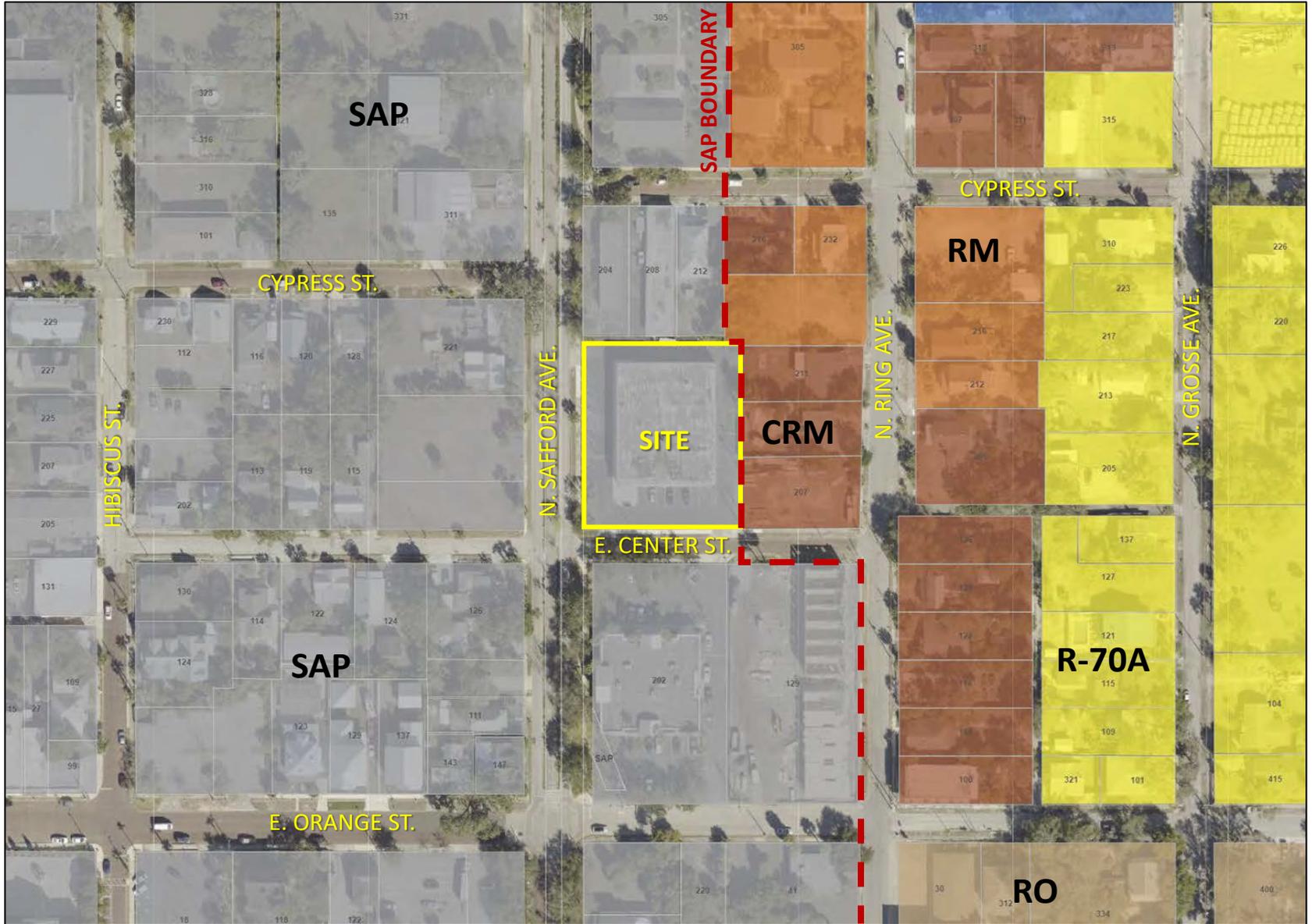
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Planning and Zoning Board – November 15, 2021

Board of Commissioners – November 16, 2021



# LOCATION & CONTEXT



# SUMMARY OF REQUEST

- **#21-130 – Conditional Use – Entertainment Establishment with Food/Drink Service (Stumpy’s Hatchet House)**
  - Property Size: +/- 0.72 acres
  - Current Land Use: CRD (Community Redevelopment District)
  - Current Zoning: T4c (Residential District)
  - Proposed Use of Property: Entertainment Establishment (Hatchet Throwing)
    - Facility comprised of lane-style throwing pits, where each participant throws axes at a stationary wood target.
    - Bar Service will be available, but no food will be prepared on-site.
    - A portion of the parking lot along Safford Ave will be utilized for an outdoor area.
- **Applicant:** Stumpy’s Hatchet House
- **Property Owner:** 201 East Center Street LLC



# PRELIMINARY RENDERINGS



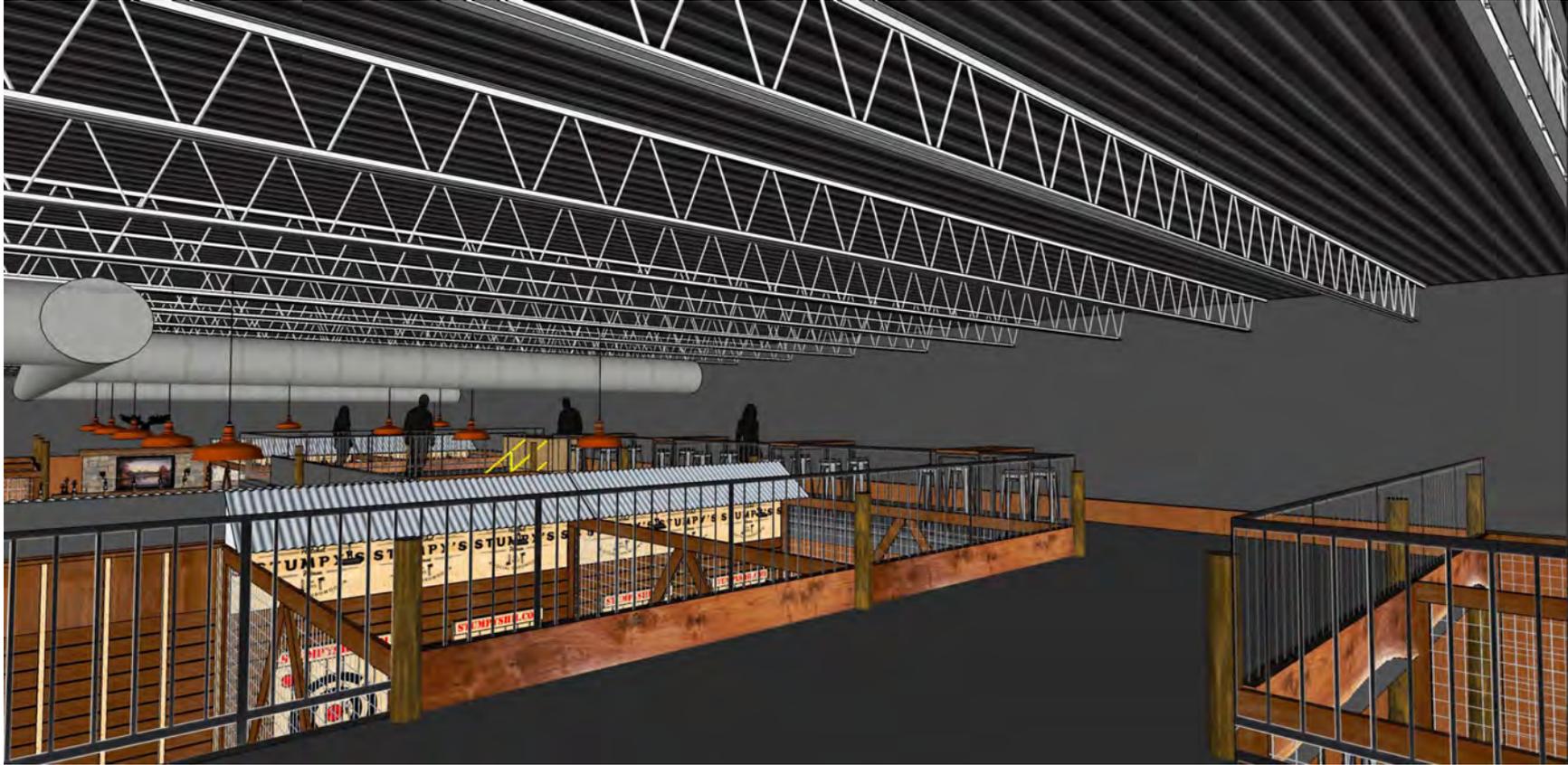
Hatchet Throwing Lanes

# PRELIMINARY RENDERINGS



Hatchet Throwing Lanes

# PRELIMINARY RENDERINGS



2<sup>nd</sup> Floor Mezzanine

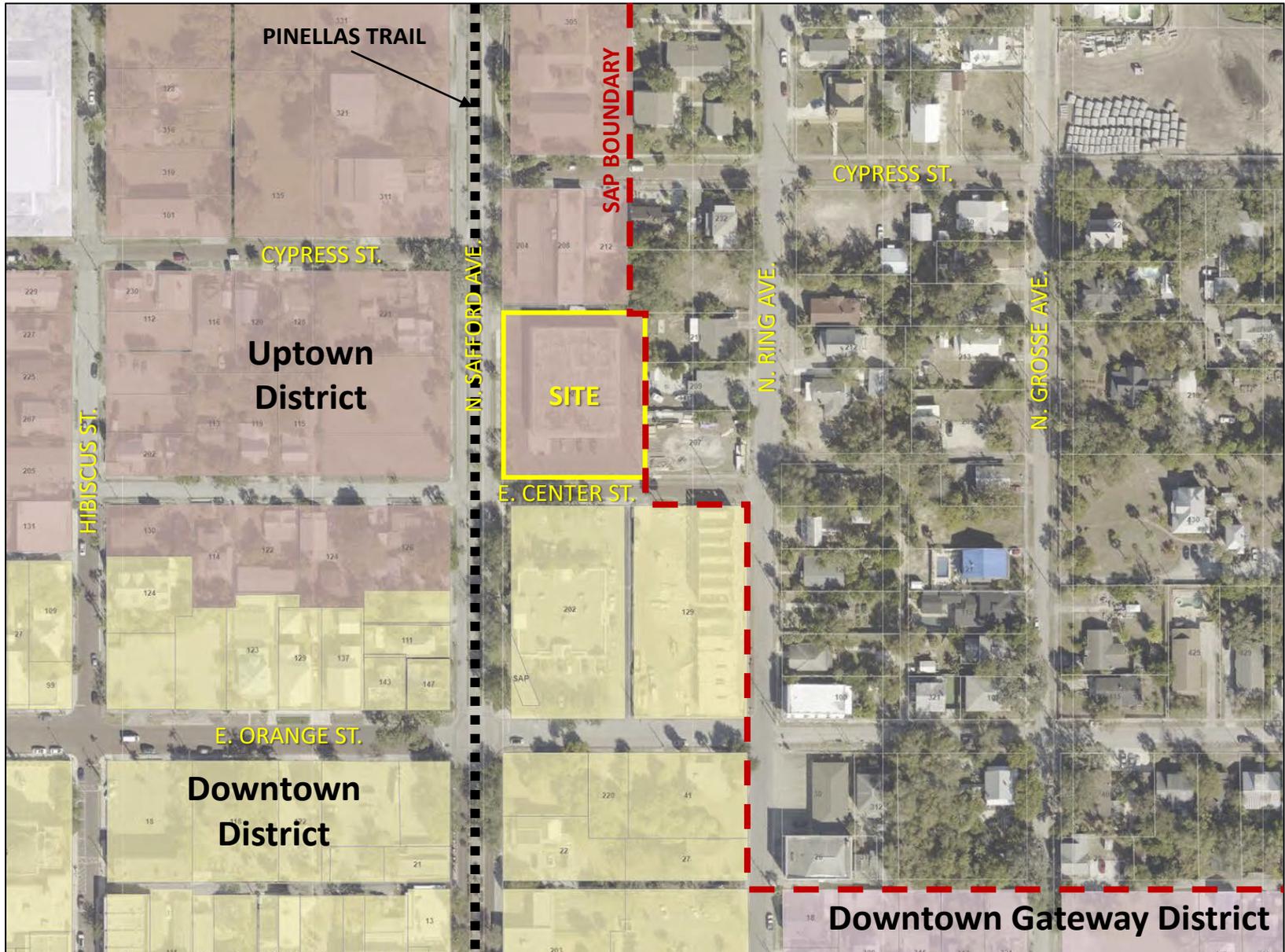


# PLANNING CONSIDERATIONS

- **Parking**
  - Adaptive Reuse – No Parking Required
  - Applicant’s Parking Needs Analysis:
    - Non-Peak Hours – 16 spaces
    - Peak Hours – 27 spaces
    - On-Site Parking – 17 spaces
    - Off-Site Parking (202 E. Center Street) – 32 spaces
- **T4c – Retail Establishment Limitations (Adjustable by Warrant):**
  - Seating:
    - Limitation = Max. 20 Seats
    - Proposed = 75 seats (mix of loungers, couches, bar stools, picnic tables, and chairs)
  - Net Retail Space:
    - Limitation = Max. 2,000 sqft.
    - Proposed = 2,165 sqft.



# CONTEXT – CHARACTER DISTRICTS



# REVIEW CRITERIA – CONDITIONAL USE

- 1) **Conformance with the Land Development Code.** The proposed use does not require any modification to the existing site. All interior renovations/modifications will comply with the FBC.
- 2) **The proposed use is appropriate to the property in question and compatible with the area.** The project is located in the SAP, where mixed-use neighborhoods are encouraged. Although, the district is predominately residential, the property is immediately adjacent to the downtown district and the Pinellas Trail. Further the property is currently developed with a multi-tenant commercial structure. The proposed use is consistent with the overall intent of the SAP and is compatible with existing and planned uses in this area.
- 3) **The use is consistent with the Comprehensive Plan.** The use is consistent with the City's Comprehensive Plan.
- 4) **The use will not adversely impact historical or environmental resources.** This property is in the Historic District; however the structure is classified as Non-Contributing/Non-Historic. This property is not proposed on an environmentally sensitive site.



# REVIEW CRITERIA – CONDITIONAL USE

- 5) **The use will not adversely affect adjoining property values.** The site is in a mixed-use area that includes commercial, warehouse, and residential. The use will occupy an existing structure and is not expected to adversely impact surrounding property values.
- 6) **The use will not adversely impact nor exceed the City’s capacity to serve with public facilities.** Public facilities are available to this project. The project will not negatively affect the City’s ability to provide services.
- 7) **The use shall provide for efficient and orderly development.** The proposed use makes use of an existing commercial building within the SAP. The use will enhance and carry out the overall intent of the SAP. The City does not expect to incur any costs in providing public facilities.



# PRELIMINARY STAFF RECOMMENDATION

**#21-130 – *Approval*** of Resolution 2021-57 granting conditional use approval for operation of an entertainment establishment with food/drink service in the T4c transect district. Additionally, staff recommends that an increased number of seats and net retail space for the proposed use be allowed by warrant.

**Public Notice Provided** – No responses were received.

# PLANNING & ZONING BOARD RECOMMENDATION

**#21-130** – To be determined at the November 15, 2021 meeting.





**CITY OF TARPON SPRINGS**  
**PLANNING & ZONING BOARD / BOARD OF COMMISSIONERS**  
**[NOVEMBER 15, 2021 / NOVEMBER 16, 2021]**

**STAFF REPORT**

**Application No. / Project Title:** #21-130 (Stumpy’s)  
**Staff:** Allie Keen, AICP  
**Applicant / Owner:** Stumpy’s Hatchet House / 201 East Center Street LLC  
**Property Size:** +/- 0.72 acres  
**Current Zoning:** T4c (Residential District)  
**Current Land Use:** CRD (Community Redevelopment District)  
**Location / Parcel ID:** 201 E. Center Street Suite 1 / 12-27-15-27666-000-0010

**BACKGROUND SUMMARY:**

The applicant is seeking conditional use approval to allow an entertainment establishment with food/drink service in the T4c (Residential District) transect district of the Special Area Plan (SAP). Entertainment establishment is not a use specifically listed in the SmartCode but is considered to be similar to retail or restaurant use. The T4c transect zone allows for retail by right and restaurants by conditional use. Although this use does not exactly fit either of those categories, staff has taken the conservative approach of providing the conditional use process for this application to address any potential concerns.

**PRELIMINARY STAFF RECOMMENDATION:**

Staff recommends approval of Resolution 2021-57. Additionally, staff recommends that an increased number of seats and net retail space for the proposed use be allowed by warrant.

**PLANNING AND ZONING BOARD RECOMMENDATION:**

To be determined. The Planning and Zoning Board will be taking action on this request at the Monday, November 15, 2021 meeting.

**CURRENT PROPERTY INFORMATION:**

<b>Use of Property:</b>	Warehouse and Office uses
<b>Site Features:</b>	Existing multi-tenant commercial building and parking lot.
<b>Vehicle Access:</b>	Access is provided from both Safford Avenue and E. Center St. The property is also adjacent to the Pinellas Trail.

**SURROUNDING ZONING & LAND USE:**

	<b>Zoning:</b>	<b>Land Use:</b>
<b>North:</b>	T4c (Residential District)	CRD (Community Redevelopment District)
<b>South:</b>	T4a (Residential + Retail/Office)	CRD (Community Redevelopment District)



<b>East:</b>	CRM (Conditional Residential Mix)	RU (Residential Urban)
<b>West:</b>	T4c (Residential District)	CRD (Community Redevelopment District)

**PLANNING CONSIDERATIONS:**

When considering this application, the following general site conditions, planning concepts, and other facts should be noted:

1. The applicant is proposing to operate an entertainment establishment (hatchet throwing) on the subject site. The facility is comprised of several lane-styled throwing pits, where each participant throws axes at a stationary wood target. The facility will also offer bar service, but no food will be prepared on-site. The applicants also propose to utilize a portion of the parking lot along Safford Avenue for an outdoor area.
2. Entertainment uses are not specifically listed in the SmartCode but are considered to be similar in nature to retail and restaurant uses. The T4c transect zone permits retail use by right and restaurants by conditional use.
3. The property is located in the City’s Special Area Plan’s Uptown Character district which is comprised of primarily residential development. However, this property is immediately adjacent to the Downtown District where a mix of uses is encouraged. Additionally, this is an existing multi-tenant commercial building that is immediately adjacent to the Pinellas Trail where there are other nonresidential uses located in the same district.
4. The proposed project represents adaptive reuse of an existing structure. Per Section 4.2.6 of the SmartCode, if the building is not undergoing substantial modification, it does not require the provision of additional parking or on-site stormwater handling. Although additional parking is not required, the applicant has provided a parking plan for the proposed use. Based on other similar locations, the applicant anticipates that approximately 16 spaces will be needed for non-peak hours and 27 spaces for peak hours. The parking lot on site has 17 parking spaces (which excludes what will be removed for the outdoor area) and the applicant has a signed a shared parking agreement with Kokolakis Contracting across the street (202 E. Center Street). The shared parking agreement allows patrons of Stumpy’s to park in the Kokolakis lot, which has 32 spaces, after business hours. A parking analysis was provided as a part of the application by the applicant.
5. Typically, retail establishments located within the T4c transect district are limited to a maximum of 20 seats and 2,000 square feet of net retail space. The intent of this was to ensure compatibility with the surrounding residential uses, while still allowing for supporting neighborhood commercial. According to the applicant, there is approximately 2,165 square feet of net retail space proposed and 75 seats (mix of loungers, couches, bar stools, picnic tables, and chairs). The SmartCode allows for flexibility in meeting specific provisions of the code if it is justified by the overall intent of the code (review by warrant). The subject site is unique, in that it is an existing, multi-tenant commercial building within a residential neighborhood. However, this property is also immediately adjacent to the Downtown District and the Pinellas Trail, where a mix of uses are prevalent. It is of staff’s opinion that a warrant to increase the maximum number of seats and allowable retail space is justifiable for the proposed use because it meets the overall intent established in both the SmartCode and Special Area Plan which is to encourage compact, pedestrian-oriented, mixed-use neighborhoods.

**REVIEW STANDARDS / PROVISIONAL FINDINGS OF FACT:**

Section 209.01 of the Tarpon Springs Land Development Code (LDC) states that the Board shall not grant a conditional use unless certain standards are met and proven by competent substantial evidence. These standards, along with planning staff’s provisional findings of fact are provided below:

1. **Conformance with the requirements of the Land Development Code.**



*Provisional Findings:* The proposed use does not require any modifications to the existing site. All interior renovations/modifications will comply with the Florida Building Code.

**2. The use to which the property may be put is appropriate to the property in question and is compatible with existing and planned uses in the area.**

*Provisional Findings:* The project is located in the Special Area Plan where mixed-use neighborhoods are encouraged. Although the district in which this property is located is predominately residential, this particular property is immediately adjacent to the Downtown District and the Pinellas Trail and is currently developed with a multi-tenant commercial structure. The proposed use as outlined by the applicant is consistent with the overall intent of Special Area Plan and is compatible with the existing and planned uses in this area.

**3. The conditional use is consistent with the goals, objectives and policies of all Elements of the City Comprehensive Plan.**

*Provisional Findings:* The conditional use is consistent with the goals, objectives, and policies of the City's Comprehensive Plan.

**4. The conditional use will not result in significant adverse impacts to the environment or historical resources.**

*Provisional Findings:* This property is located within the Historic District; however, the structure is classified as Non-Contributing/Not Historic. The applicant is not proposing any exterior modifications at this time that would require review and approval by the Heritage Preservation Board. This property is not proposed on an environmentally sensitive site.

**5. The conditional use will not adversely affect adjoining property values.**

*Provisional Findings:* The site is located in a mixed-use area that includes commercial, warehouse, and residential. The proposed use will occupy an existing structure and is not expected to adversely impact surrounding property values.

**6. The conditional use will not adversely impact nor exceed the capacity or the fiscal ability of the City to provide available public facilities, including transportation, water and sewer, solid waste, drainage, recreation, education, fire protection, library service and other similar public facilities.**

*Provisional Findings:* There are existing facilities available to serve this property and the proposed use will not require extension of new public services to the site and will not substantially affect the ability of the City to provide adequate public facilities.

**7. The conditional use shall provide for efficient and orderly development considering the impact upon growth patterns and the cost to the City to provide public facilities.**

*Provisional Findings:* The proposed conditional use makes use of an existing building within the City's Special Area Plan. The use will enhance and carry out the intent of the Special Area Plan. The City does not expect to incur any costs in providing public facilities.

**TECHNICAL REVIEW COMMITTEE:**

The Technical Review Committee (TRC) reviewed this project on October 14, 2021, for completeness and conformance to the Comprehensive Zoning and Land Development Code and the Comprehensive Plan. The TRC determined that the application was complete and ready for processing.



**PUBLIC CORRESPONDENCE:**

Notices were sent to property owners within 500 feet of the subject property. *Staff has not received any responses to these notices.*

**ATTACHMENTS:**

1. Staff Presentation
2. Survey
3. Applicant's Use Description & Parking Analysis
4. Proposed Preliminary Floor Plans & Renderings
5. Draft Resolution 2021-57

**Overbeck & Elliott**  
Surveyors, Engineers, & Planners

783 San Christopher Dr.  
Dunedin, FL 34608  
(813) 734-7005  
FAX (813) 736-3282

Larry Frank, P.L.S., President  
Ed Elliott, P.L.S., Sr. Vice President  
Walter D. Walker, P.E., P.L.S.  
Paul Bagler, P.E., P.L.S.  
John H. Harrington, P.E., P.L.S.

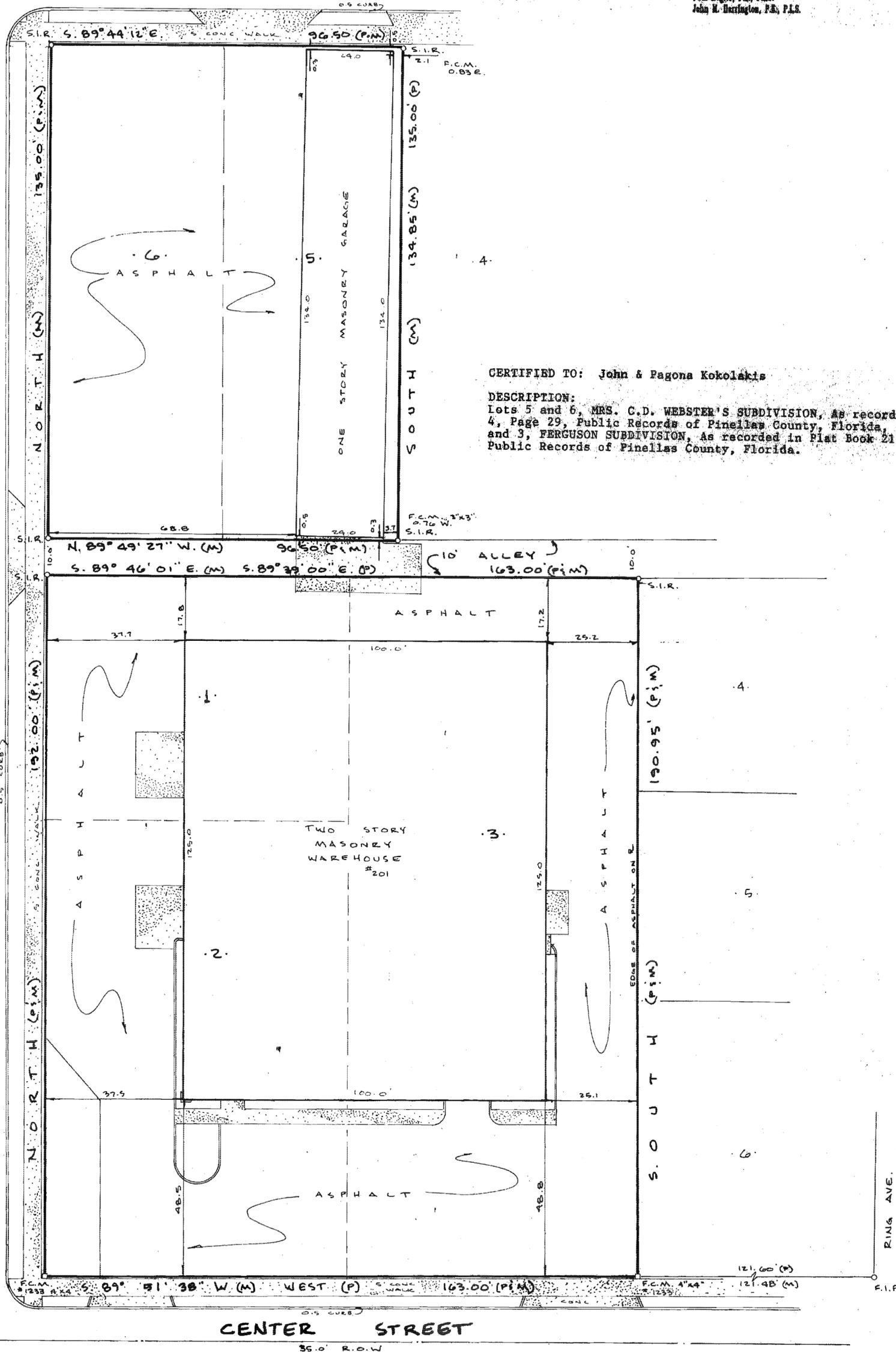
183400 Overseas Hwy.  
Suite 9  
Key Largo, FL 33097  
(305) 451-8636

**CYPRESS STREET**

40' R.O.W

**SAFFORD AVENUE**

60' R.O.W.



CERTIFIED TO: John & Pagona Kokolakis

**DESCRIPTION:**

Lots 5 and 6, MRS. C.D. WEBSTER'S SUBDIVISION, As recorded in Plat Book 4, Page 29, Public Records of Pinellas County, Florida, and lots 1, 2 and 3, FERGUSON SUBDIVISION, As recorded in Plat Book 21, Page 30, Public Records of Pinellas County, Florida.

SCALE 1" = 20'

2-2

**ABBREVIATION LEGEND:**

- F.I.R. FOUND IRON ROD, SIZE INDICATED
- F.I.P. FOUND IRON PIPE, SIZE INDICATED
- S.I.R. SET IRON ROD, 1/2" P.L.S. # 3085
- S.N.D. SET NAIL & DISK, 3/8" x 3/8"
- F.C.M. FOUND CONCRETE MONUMENT
- P.R.M. PERMANENT REFERENCE MONUMENT
- R.C.P. PERMANENT CONTROL POINT
- P.I. POINT OF INTERSECTION

**CERTIFIED FOR BOUNDARY SURVEY**

THE SURVEY REPRESENTED HEREON MEETS THE REQUIREMENTS OF CHAPTER 290.05, FLORIDA ADMINISTRATIVE CODE

LAWRENCE S. FRANK, P.L.S. # 4515  
EDWARD C. ELLIOTT, P.L.S. # 2988

DATE 3-29-89

AF 53258

**SURVEYOR'S NOTES**

- (1) (D) - DEED, (M) - METEER, (C) - CALCULATED ELEVATION DATUM
- BENCHMARK
- REMARKS: THIS IS TO CERTIFY THAT I HAVE CONSULTED THE FEDERAL INSURANCE ADMINISTRATION FLOOD HAZARD BOUNDARY MAP, COMMUNITY NO. 14858, PANEL NO. 1221, EFFECTIVE DATE 1-1-88, AND THE ABOVE DESCRIBED PROPERTY APPEARS TO BE IN ZONE C, WITH A BASE ELEVATION OF 12.72' M.S.L.
- (2) NO INSTRUMENTS OF RECORD REFLECTING BASEMENTS, RIGHTS OF WAY, OR OTHER EGRESS WERE FOUND ON THIS SURVEY EXCEPT AS SHOWN.
- (3) NOT VALID UNLESS SEALED.

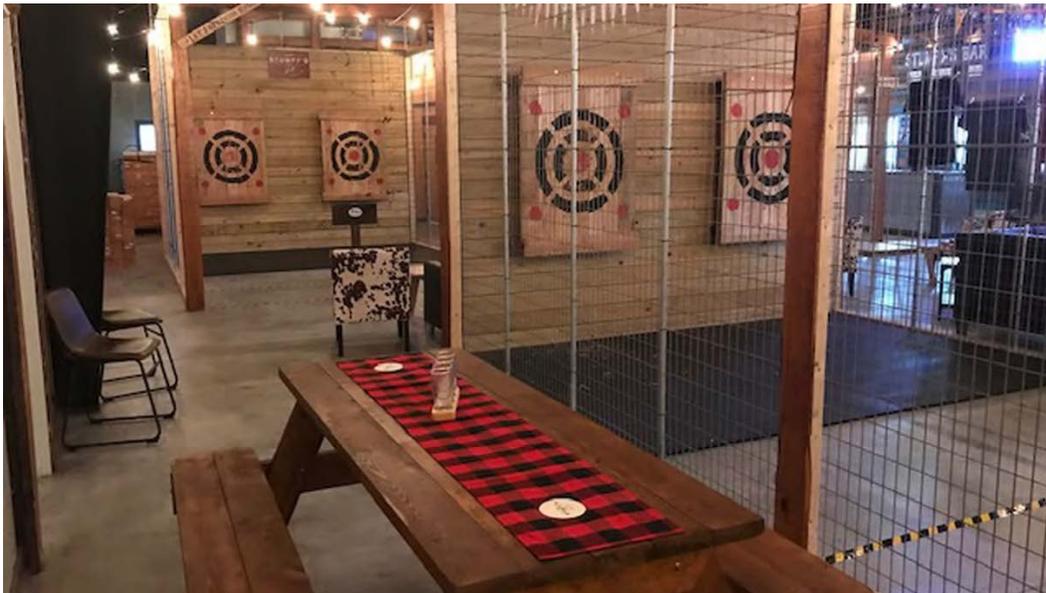
### Description of Proposed Use

The property located at 201 East Center Street, Suite 1, Tarpon Springs, FL 34689 is going to be built out for a Hatchet throwing venture called Stumpy's Hatchet House. These are lane styled throwing pits, where each participant throws axes at a stationary wood target for an extended period of time.

The first floor will be primarily for axe throwing, checking in, and space to display t-shirts and other items for sale. The second floor will be for viewing the axe throwing pits and for bar seating. We plan on partnering with several local restaurants to provide food to the bar area as well. No food will be prepared on site. The space between the building and the trail will be redesigned as an outdoor area for people to relax with a walkup window area for beverage service.

Stumpy's is a franchise, so we are held to high standards for operating, service, design, and customer experience. This is for entertainment purposes.

We estimate our water and sewer flows to be approx. 2500 gallons per month on the high end. There will be three single use bathrooms, two bar handsinks, water fountain, mop sink, and triple sink.







## **PARKING REQUIREMENTS**

To the City of Tarpon Springs et al,

At our current location in Tampa, over the last year, on an average night of business (usually during the weekday) we are using 13 parking spots.

On a weekend, event, or busy hours, we are seeing on average 23 spaces being utilized. The Tampa location is currently 5500 sqft and the Tarpon location will be approx. 6500 sqft. With the 18% increase in size from Tampa to Tarpon Springs, the below approximates the parking spaces that will be utilized:

Weekday/Non-Peak Hours – 16 spaces

Weekend/Event/Peak Hours – 27 spaces

At the current time we have 17 spaces available at 201 East Center Street, Suite 1, Tarpon Springs, FL. 34689 (excluding the 8 spaces by the trail we are using for outdoor entertainment) and we have a signed agreement with **Kokolakis Contracting; Address: 202 E. Center Street, Tarpon Springs, FL 34689** - to use their spaces after hours, bringing a total of spaces to 32.

Sincerely,

Vet & Axes, LLC dba Stumpy's Hatchet House – Tarpon Springs



**Seats and Retail Space**

To the City of Tarpon Springs et al,

Stumpy's Hatchet House – Tarpon Springs is currently planning to have 75 seats with a mix of (Loungers, Couches, Bar Stools, Picnic Tables, and Chairs) This number can be adjusted lower or higher if and when needed.

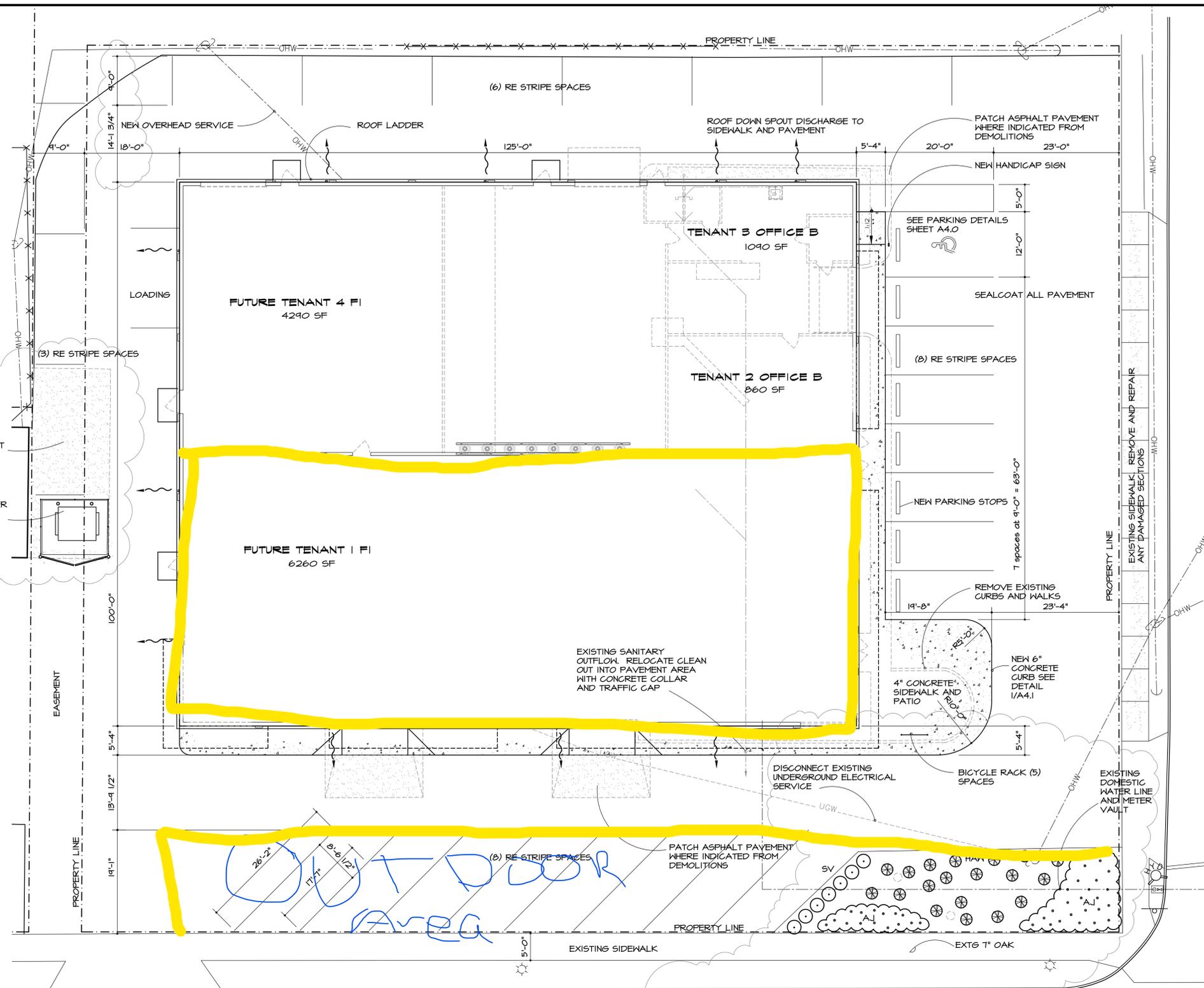
Retail space excluding the following: Hallways, Restrooms, Throwing Lanes, and Storage/Office Space; is as follows: 2,165 sqft.

Situs Address: 201 E Center St. Suite 1, Tarpon Springs, FL 34689

Sincerely,

Vet & Axes, LLC dba Stumpy's Hatchet House – Tarpon Springs

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**SITE NOTES**

LOCATION, ELEVATION, AND DIMENSIONS OF EXISTING UTILITIES, STRUCTURES, AND OTHER FEATURES ARE SHOWN IN ACCORDANCE WITH THE BEST INFORMATION AVAILABLE AT TIME OF THE PREPARATION OF THESE PLANS BUT DO NOT PURPORT TO BE ABSOLUTELY CORRECT.

THE CONTRACTOR SHALL VERIFY THE LOCATION, ELEVATION AND DIMENSIONS OF ALL EXISTING UTILITIES, STRUCTURES, AND OTHER FEATURES AFFECTING THE WORK AND SHALL COMPLY WITH ALL STATE, COUNTY AND LOCAL ORDINANCES AND OBTAIN ANY NECESSARY WORK PERMITS THAT MAY BE REQUIRED PRIOR TO CONSTRUCTION.

THE CONTRACTOR SHALL PROVIDE AT LEAST 48 HOUR NOTICE TO THE VARIOUS UTILITY COMPANIES IN ORDER TO PERMIT THE RELOCATION OF THE EXISTING UNDERGROUND UTILITIES IN ADVANCE OF CONSTRUCTION.

MAINTENANCE OF TRAFFIC WILL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL ENDEAVOR TO PROTECT PRIVATE PROPERTY. ANY DAMAGE CAUSED BY THE CONTRACTOR IN THE PERFORMANCE OF HIS WORK SHALL BE CORRECTED BY THE CONTRACTOR AT NO EXPENSE TO THE OWNER

ANY DAMAGE TO STATE COUNTY OR LOCAL ROADS CAUSED BY THE CONTRACTOR'S EQUIPMENT AND OPERATORS SHALL BE REPAIRED BY THE CONTRACTOR.

CONTRACTOR IS TO PROVIDE EROSION CONTROL/SEDIMENTATION BARRIER (HAY BALES OR SILTATION CURTAIN) TO PREVENT SILTATION OF ADJACENT PROPERTY, STREETS, STORM SEWERS AND WATERWAYS PER FDOT INDEX NO. 102. IN ADDITION CONTRACTORS SHALL PLACE STRAW, MULCH OR OTHER SUITABLE MATERIAL ON GROUND IN AREAS WHERE CONSTRUCTION RELATED TRAFFIC IS TO ENTER AND EXIST SITE. IF, IN THE OPINION OF THE LOCAL AUTHORITIES, EXCESSIVE QUANTITIES OF EARTH ARE TRANSPORTED OFF SITE EITHER BY NATURAL DRAINAGE OR BY VEHICULAR TRAFFIC, THE CONTRACTOR IS TO REMOVE AND CLEAN UP DAMAGED AREAS.

ALL DRAINAGE CONDITIONS ARE EXISTING TO BE MAINTAINED

**LANDSCAPE NOTES**

PROVIDE GROUND COVER AS SHOWN (A) ASIAN JASMINE ASIATICUM TRACHELOSPERMUM 1 GAL 6" TALL AT 24" SPACING

PROVIDE SHRUB (HAW) RAPHOLEPIUS INDICA 3 GAL 18" TALL INDIAN HAWTHORN AT 42" SPACING

PROVIDE HEDGE OF SWEET VIBURNUM SV VIBURNUM ODORATISSIMUM 3 GAL. 2FT AT 36" SPACING

ALL PLANT MATERIAL SHALL CONFORM TO THE STANDARDS FOR GRADE #1 OR BETTER

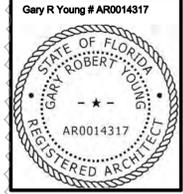
ALL LANDSCAPE AREAS SHALL HAVE 100% IRRIGATION COVERAGE. IRRIGATION SHALL BE PROVIDED BY A PERMANENT UNDERGROUND SYSTEM. A SYSTEM TIMER WITH RAIN SENSOR DEVICE IS REQUIRED

ALL PLANTING BEDS ARE TO RECEIVE A 3" DEPTH OF MELALEUCA MULCH. ALL TREES SHALL HAVE A MIN. 2 FT RADIUS OF MULCH AREA FROM THE TRUNK.

**SITE PLAN**

1"=20'-0"  
 SITE INFORMATION FROM DAVI L SMITH DATED 7.11.2016

**FLORIDA BUILDING CODE 6th EDITION**  
 2017 BUILDING, EXISTING BUILDING, ACCESSIBILITY, PLUMBING/MECHANICAL, ENERGY CONSERVATION  
**NATIONAL FIRE PROTECTION ASSOC.**  
 1 & 101 (2015); 70 NEC (2014); T2 (2013); 1313RJ3D (2013)  
**FLORIDA FIRE PREVENTION CODE 2017**  
 RISK CATEGORY (I) T-1604.5  
 ULTIMATE DESIGN WIND SPEED (150 MPH) FIG 1609.3 (I)  
 NOMINAL DESIGN WIND SPEED (116 MPH) TABLE 1609.3.1  
 EXPOSURE (B)  
 ENCLOSED STRUCTURE (+ - 0.18)  
 SURFACE ROUGHNESS (B)  
**INTERIOR FINISHES**  
 WALL & CEILING: FBC TABLE 803.11 & NFPA 101 10.2.3.4  
 EXITS / PASSAGEWAYS = CLASS A FLAME SPREAD 0-25 AND SMOKE DEVELOPMENT 0-450  
 CORRIDORS / EXIT ACCESS = CLASS B FLAME SPREAD 26-75 AND SMOKE DEVELOPMENT 0-450  
 ROOMS = CLASS C FLAME SPREAD 76-200 AND SMOKE DEVELOPMENT 0-450  
 FLOOR FINISHES FBC 804 & NFPA 101-10.2.1  
 CLASS II: MINIMUM CRITICAL RADIANT FLUX OF NOT LESS THAN 0.22 W/cm2  
 DECORATIVE MATERIALS AND TRIM FBC 806 & NFPA 101  
 CURTAINS DRAPERIES, HANGINGS AND OTHER DECORATIVE MATERIALS SUSPENDED FROM WALLS OR CEILING SHALL MEET FLAME PROPAGATION CRITERIA OR BE NON COMBUSTIBLE  
**CONSTR. TYPE: IIIB**  
 ALLOWABLE AREA T 506.2 = 10,000 (F2)  
 SPACE IS NOT SPRINKLERED  
**BUILDING DATA: MIXED USE**  
 12,500 SF GROSS EXISTING RENOVATED  
 USE B: 1450 SF 87 OCCUPANTS  
 USE F1: 10550 SF 43 OCCUPANTS  
**SITE DATA** 31,154 SF  
 FLOOD ZONE: X  
 TOTAL REQUIRED PARKING 36.78 SPACES  
 TOTAL REQUIRED REDUCED SHARED PARKING 30.65 SPACES  
 TOTAL REQUIRED PARKING AFTER CREDITS FOR BICYCLE & TRAIL PROXIMITY 24.52 = 25 SPACES  
**CODE DATA**  
 T 508.4 (2HR) SEPARATION BETWEEN USE F/B  
 SCOPE OF WORK IS A LEVEL 2 ALTERATION AS DESCRIBED IN SECTION 504 OF FLORIDA BUILDING CODE - EXISTING BUILDING  
 SCOPE OF WORK IS A MODIFICATION AS DESCRIBED IN SECTION 4.6.7.1 OF FLORIDA FIRE PREVENTION CODE 101 AND CHAPTER 431.2.1 & 43.4 RENOVATION



**2**  
 Architecture  
 Planning  
 Interior design  
 Construction Services  
 727.943.0080

**YOUNG**  
 architects

1532 Owls Retreat  
 Tarpon Springs  
 Florida 34688

gary2ya@verizon.net  
 kris2ya@verizon.net

Corporation # AA0002879

**BIDDING**  
**Renovation**

201 E Center Str  
 Tarpon Springs  
 Florida 34689

**INDEX**

- A1.0 SITE PLAN & COVER SHEET
- A1.1 EXISTING PLAN
- A1.2 NEW PLAN
- A1.3 CEILING PLAN
- A2.0 EXTERIOR ELEVATIONS
- A2.1 EXTERIOR ELEVATIONS
- A3.0 SCHEDULES & DETAILS
- A4.0 WALL SECTIONS & DETAILS
- A4.1 WALL SECTIONS & DETAILS
- E1.0 POWER PLAN
- E3.0 RISER & PANELS
- P1.0 PLUMBING PLAN
- P2.0 PLUMBING RISER
- M1.0 MECHANICAL PLAN
- M2.0 MECHANICAL SCHEDULES & DETAILS

Issued: **9.26.17**

- For:
- Review
  - Bid / Permit
  - Construction
  - Revisions
- 1.10.18**  
**6.3.18**  
**8.14.18**  
**1.16.19**

**SITE**

**A1.0**





EST. 2015  
Hatchet  
**STUMPY'S**  
House

WEEKLY  
MON  
TUE  
WED  
THU  
FRI  
SAT  
SUN







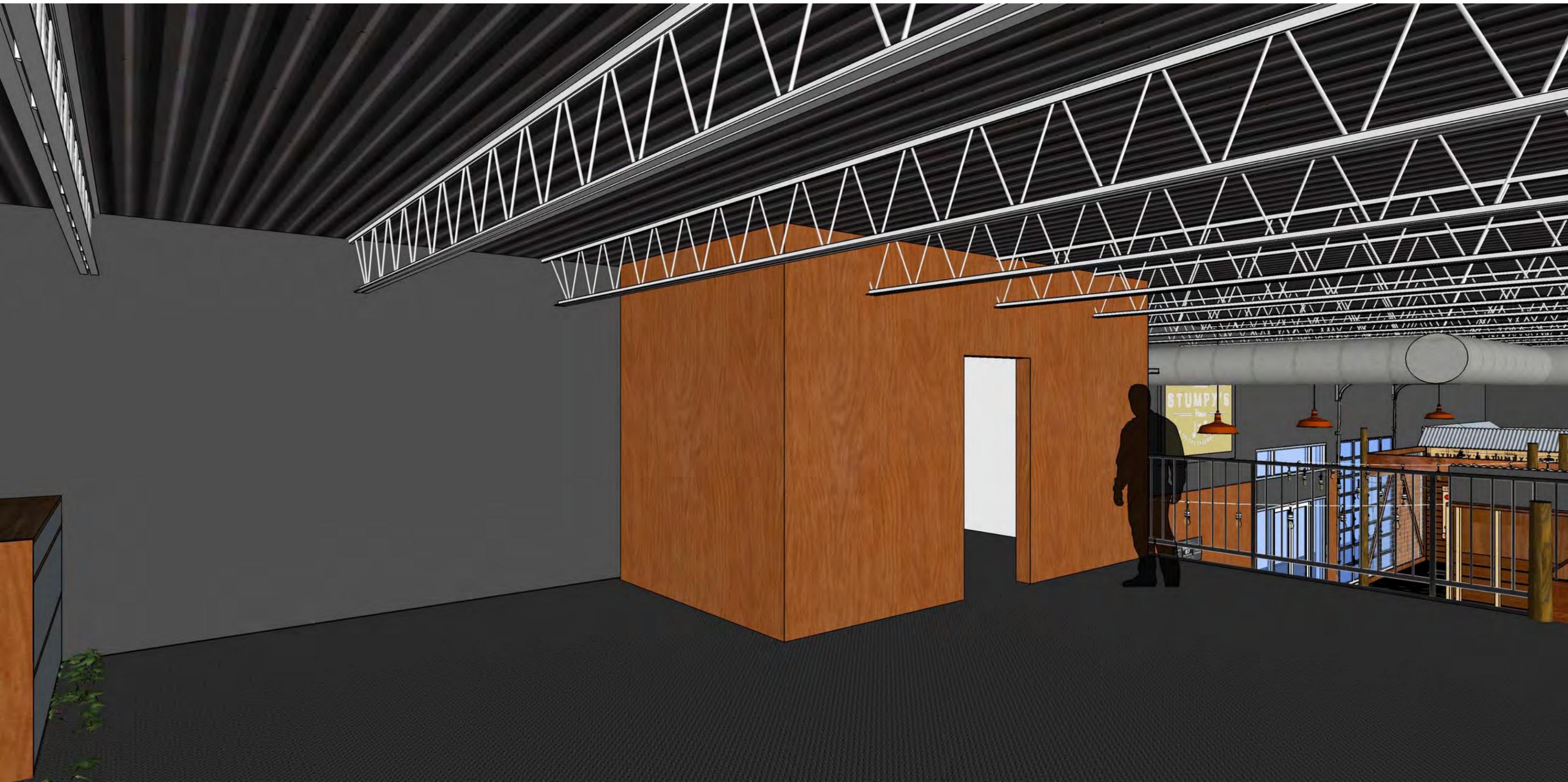




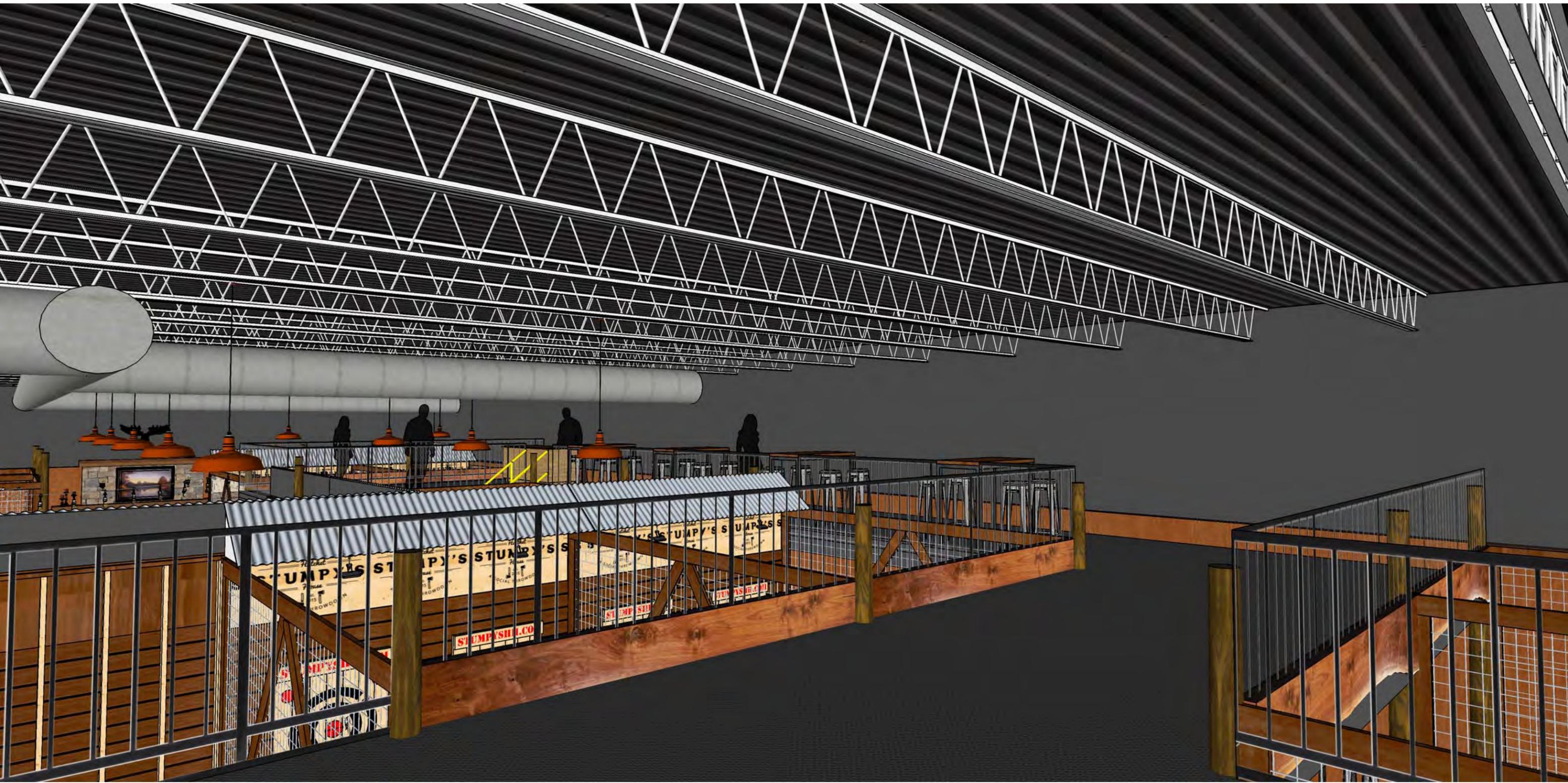




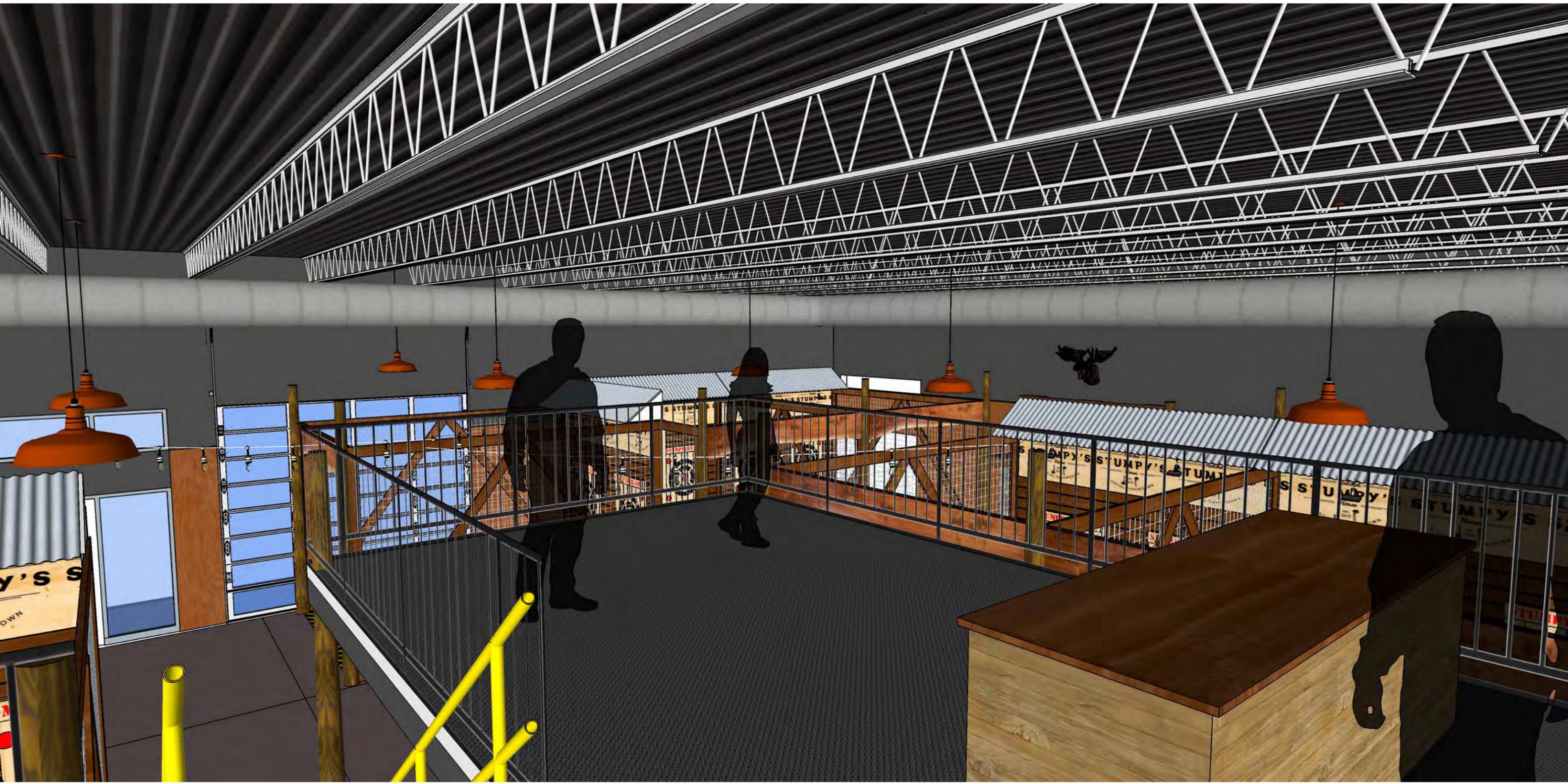














**RESOLUTION NO. 2021-57**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, APPROVING APPLICATION #21-130 REQUESTING CONDITIONAL USE APPROVAL TO ALLOW FOR AN ENTERTAINMENT ESTABLISHMENT WITH FOOD/DRINK SERVICE AT 201 EAST CENTER STREET, IN THE T4C TRANSECT ZONE OF THE SPECIAL AREA PLAN; PROVIDING FOR FINDINGS; PROVIDING FOR CONDITIONS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Tarpon Springs has received an application for a Conditional Use to allow for an entertainment establishment with food/drink service on property located on the northeast corner of North Safford Avenue and East Center Street in the T4c (Residential District) transect of the Special Area Plan; and,

**WHEREAS**, Table 4F of the Transect-Based Infill Code for the Sponge Docks and Community Redevelopment Area is silent regarding the proposed use but requires conditional use approval for “restaurant,” a similar use; and,

**WHEREAS**, the Planning and Zoning District has processed this as a conditional use request due to the similarity in use characteristics to “restaurant,” an allowable conditional use in the T4c transect districts; and,

**WHEREAS**, the Planning and Zoning Board held a public hearing on this application at its meeting of November 15, 2021; and,

**WHEREAS**, the Board of Commissioners must approve, deny or approve subject to conditions, each application for conditional use approval; and,

**WHEREAS**, written legal notice of this action has been provided in accordance with Article XII of the Comprehensive Zoning and Land Development Code.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, THAT:**

**SECTION 1: FINDINGS**

Application #21-130 meets the criteria for approving a Conditional Use as set forth in Section 209.01 of the Land Development Code.

**SECTION 2: CONDITIONAL USE APPROVAL**

Application #21-130 under Resolution 2021-57, requesting Conditional Use approval to allow and entertainment establishment with food/drink service at the northwest corner of South Safford Avenue and East Center Street in the T4c (Residential District) transect is approved.

**SECTION 3: EFFECTIVE DATE**

This Resolution shall be effective upon adoption.

DRAFT



# City of Tarpon Springs, Florida

324 E. PINE STREET  
P.O. BOX 5004  
TARPON SPRINGS, FLORIDA 34688-5004  
(727) 938-3711  
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## MEMORANDUM

November 16, 2021

TO: HONORABLE MAYOR AND BOARD OF COMMISSIONERS  
FROM: RON HARRING, CPFO, CGFO, FINANCE DIRECTOR  
SUBJECT: BUDGET RESOLUTION 2021-59

### **RECOMMENDATION:**

To approve Budget Resolution 2021-59.

### **BACKGROUND:**

Budget resolutions are necessary when amending the budget and funds are transferred between funds, between departments of a fund, and/or the budget is increased or decreased.

The purpose of Budget Resolution 2021-59 is to budget for items that were not previously budgeted for in the Fiscal Year 2021 Budget. The items are:

COVID Cares Reimbursements- Multiple Departments Funding – COVID Cares	\$94,854
Roads & Streets – Street Light Maintenance Funding – Insurance Reimbursement and State Funding	\$68,262
Facility Maintenance – Bobcat Purchase for Park Maintenance Funding – Maintenance Reserve	\$35,000
Insurance Reimbursement Facility Maintenance Vehicle Expenditures Funding – Insurance Reimbursement	\$28,027
Public Safety Building Generator Repair Funding – Maintenance Reserve	\$26,730
Coronavirus Emergency Supplemental Funding Police Funding – Coronavirus Emergency Supplemental Funding Grant	\$25,000
COVID Vaccine Distribution Funding – COVID Vaccine Reimbursement from County	<u>\$15,170</u>
Total	<u>\$293,043</u>

RESOLUTION 2021-59

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS,  
FLORIDA, AMENDING THE BUDGET FOR FISCAL YEAR 2020-21.

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA  
THAT THE FOLLOWING AMENDMENTS ARE MADE TO THE FISCAL YEAR BUDGET OF 2020-21.

GENERAL FUND (001)

EXPENDITURES

<u>Description</u>	<u>Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised</u>
<u>City Commission</u>				
001-0102-511.5200	\$ 750	\$ 710	\$ -	\$ 1,460
Operating Supplies				
COVID Cares Reimbursement				
<u>Finance</u>				
001-0302-513.5200	5,500	5,100	-	10,600
Operating Supplies				
COVID Cares Reimbursement				
<u>Human Resources</u>				
001-0502-513.5200	3,800	1,300	-	5,100
Operating Supplies				
COVID Cares Reimbursement				
<u>Police</u>				
001-1002-521.14-00	476,950	25,000	-	501,950
Overtime				
Coronavirus Emergency Supplemental Funding Grant				
<u>Fire</u>				
001-1102-522.14-00	378,376	45,170	-	423,546
Overtime				
Vaccination Reimbursement - County	15,170			
COVID Cares Reimbursement	30,000			
	<u>45,170</u>			
<u>Emergency Management</u>				
001-1105-522.46-00	9,833	26,730	-	36,563
Repairs & Maintenance				
Generator Repairs				
<u>Facilities Maintenance</u>				
001-1203-539.5200	142,178	34,744	-	176,922
Operating Supplies				
COVID Cares Reimbursement				
001-1203-539.6400	-	28,027	-	28,027
Machinery & Equipment				
Vehicle Purchase Reimbursed by Insurance				
<u>Parks &amp; Parkways</u>				
001-1403-572.6400	-	35,000	-	35,000
Machinery & Equipment				
Purchase of Bobcat to maintain Parks and Sports Fields				
<u>Roads &amp; Streets</u>				
001-4102-541.3400	171,588	68,262	-	239,850
Other Contractual Services				
Street Light Maintenance- Insurance Reimbursement				
001-4102-541.5200	44,638	23,000	-	67,638
Operating Supplies				
COVID Cares Reimbursement				
Total Expenditures	\$ 1,188,225	\$ 293,043	\$ -	\$ 1,457,558

REVENUE

<u>GENERAL FUND</u>				
001-0000-331.20-24	\$ 51,950	\$ 25,000	\$ -	\$ 76,950
Coronavirus Emergency Supplemental Funding Grant				
001-0000-331.50-23	350,108	94,854	-	444,962
COVID Cares Reimbursement Grant				
001-0000-331.50-24	38,738	15,170	-	53,908
FEMA COVID Vaccine Distribution				
001-0000-369.40-10	-	28,027	-	28,027
Insurance Claim - Facility Maintenance Vehicle				
001-0000-369.40-29	-	68,262	-	68,262
Insurance Claim - Street Lights				
001-0000-389.01-10	83,577	61,730	-	145,307
Carryover-Management Desig. Maintenance				
Total Revenues	\$ 524,373	\$ 293,043	\$ -	\$ 817,416

<u>Description</u>	<u>Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised</u>
<u>RECAP FUND 001</u>				
Total Expenditures	\$ 28,962,589	\$ 293,043	\$ -	\$ 29,255,632
Total Revenue	\$ 28,962,589	\$ 293,043	\$ -	\$ 29,255,632
<u>RECAP - TOTAL CITY BUDGET</u>				
Total Expenditures	\$ 79,919,919	\$ 293,043	\$ -	\$ 80,212,962
Total Revenues	\$ 79,919,919	\$ 293,043	\$ -	\$ 80,212,962

**RESOLUTION No. 2021-61**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF TARPON SPRINGS, FLORIDA, AUTHORIZING THE WITHDRAWAL OF UP TO \$100,000.00 FROM THE SIDEWALK IMPROVEMENT FUND; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.**

**WHEREAS**, the City Charter Section 26 directs the use of the Sidewalk Improvement Fund provided that:

- The amount withdrawn from the fund is less than or equal to the amount appropriated in the City's Capital Improvement Program Budget for sidewalk improvements
- The amount withdrawn does not exceed \$100,000, per fiscal year
- The proceeds from this fund shall not be used for sidewalks along roadways, or roadway extensions, whether commercial or residential, where roadways or roadway extensions are not physically in existence at the time of the adoption of this section; and

**WHEREAS**, the City has gone out for bid for city-wide sidewalk improvements in the amount of \$229,858.91 which meets the requirements of Section 26 of the City Charter; and

**WHEREAS**, the City Manager is recommending approval of the withdrawal of up to \$100,000.00 from the Sidewalk Improvement Fund.

**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 26 of the Charter of the City of Tarpon Springs, the Board of Commissioners does hereby approve, the withdrawal of \$100,000.00 from the Sidewalk Improvement Fund, as detailed in the memorandum attached hereto as Exhibit "A" and incorporated herein by reference.

**Section 2.** This resolution shall become effective immediately upon its adoption.



# 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

## Exhibit A

### **MEMORANDUM**

**November 16, 2021**

TO: HONORABLE MAYOR AND BOARD OF COMMISSIONERS  
FROM: RON HARRING, CPFO, CGFO, FINANCE DIRECTOR  
SUBJECT: **BUDGET RESOLUTION 2021-61**

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### **RECOMMENDATION:**

To approve Budget Resolution 2021-61 directing the withdrawal of \$100,000.00 from the Sidewalk Improvement Fund.

### **BACKGROUND:**

City Charter Section 26 directs the use of the Sidewalk Improvement Fund provided that:

- The amount withdrawn from the fund is less than or equal to the amount appropriated in the City's Capital Improvement Program Budget for sidewalk improvements
- The amount withdrawn does not exceed \$100,000, per fiscal year
- The proceeds from this fund shall not be used for sidewalks along roadways, or roadway extensions, whether commercial or residential, where roadways or roadway extensions are not physically in existence at the time of the adoption of this section

The City has the ability to do City-Wide sidewalk improvements that were approved by the Board of Commissioners on 11/2/2021 in a total amount of \$229,858.91 which meet the requirements of Section 26 of the City Charter.

City staff is requesting to approve the withdrawal of \$100,000.00 from the Sidewalk Improvement Fund.