Welcome to the City of St. Petersburg City Council meeting. To assist the City Council in conducting the City’s business, we ask that you observe the following:

1. If you are speaking under the Public Hearings, Appeals or Open Forum sections of the agenda, please observe the time limits indicated on the agenda.

2. Placards and posters are not permitted in the Chamber. Applause is not permitted except in connection with Awards and Presentations.

3. Please do not address Council from your seat. If asked by Council to speak to an issue, please do so from the podium.

4. Please do not pass notes to Council during the meeting.

5. Please be courteous to other members of the audience by keeping side conversations to a minimum.

6. The Fire Code prohibits anyone from standing in the aisles or in the back of the room.

7. If other seating is Council Meeting, please do not occupy the seats reserved for individuals who are deaf/hard of hearing.

**GENERAL AGENDA INFORMATION**

For your convenience, a copy of the agenda material is available for your review at the Main Library, 3745 Ninth Avenue North, and at the City Clerk’s Office, 1st Floor, City Hall, 175 Fifth Street North, on the Monday preceding the regularly scheduled Council meeting. The agenda and backup material is also posted on the City’s website at www.stpete.org and generally electronically updated the Friday preceding the meeting and again the day preceding the meeting. The updated agenda and backup material can be viewed at all St. Petersburg libraries. An updated copy is also available on the podium outside Council Chamber at the start of the Council meeting.

If you are deaf/hard of hearing and require the services of an interpreter, please call our TDD number, 892-5259, or the Florida Relay Service at 711 as soon as possible. The City requests at least 72 hours advance notice, prior to the scheduled meeting, and every effort will be made to provide that service for you. If you are a person with a disability who needs an accommodation in order to participate in this/these proceedings or have any questions, please contact the City Clerk’s Office at 893-7448.
A. Meeting Called to Order and Roll Call.

Invocation and Pledge to the Flag of the United States of America.

B. Approval of Agenda with Additions and Deletions.

C. Consent Agenda (see attached)

Open Forum

If you wish to address City Council on subjects other than public hearing or quasi-judicial items listed on this agenda, please sign up with the Clerk prior to the meeting. Only the individual wishing to speak may sign the Open Forum sheet and only City residents, owners of property in the City, owners of businesses in the City or their employees may speak. All issues discussed under Open Forum must be limited to issues related to the City of St. Petersburg government.

Speakers will be called to address Council according to the order in which they sign the Open Forum sheet. In order to provide an opportunity for all citizens to address Council, each individual will be given three (3) minutes. The nature of the speakers’ comments will determine the manner in which the response will be provided. The response will be provided by City staff and may be in the form of a letter or a follow-up phone call depending on the request.

D. New Ordinances - (First Reading of Title and Setting of Public Hearing)

E. Reports

1. Sewer Report

   (a) Authorizing the Mayor or his designee to execute Task Order No. 16-04- A/U IW to the architect/engineering agreement between the City of St. Petersburg, Florida and ASRus, LLC (A/E), dated July 27, 2016, for A/E to provide professional engineering services related to the Northwest Water Reclamation Facility Injection Well Mechanical Integrity Testing Project in an amount not to exceed $91,680 and providing an effective date.

   (b) Authorizing the Mayor or his Designee to amend an Interlocal Agreement between the City of St. Petersburg and Pinellas County providing for installation of flow monitors within the City of St. Petersburg to measure inflow and infiltration of stormwater and groundwater into the City's sanitary sewer system and reimbursement by Pinellas County to the City of St. Petersburg of up to two hundred forty-three thousand nine hundred two dollars ($243,902.00). The County and the City now wish to modify the Agreement in order to provide for a time extension for the City to invoice the County, and an extension of the term with the same prices, terms, and conditions.

   (c) Authorizing the Mayor or his designee to execute an Agreement between the City of St. Petersburg, Florida and the University of South Florida Board of Trustees to conduct a study investigating bacteriological sources and impacts to eight identified
locations as required in Amended Consent Order 16-1280 at a total cost not to exceed $37,559.00.

2. Approving the Control Estimate in an amount not to exceed of $5,547,803.43 submitted by Air Mechanical & Service Corp (AMSCO) for construction phase services for the City Hall HVAC Upgrades Project; authorizing the Mayor or his designee to execute the First Amendment to the Construction Manager Contract between the City of St. Petersburg, Florida and AMSCO dated August 25, 2017, to incorporate the above referenced Control Estimate into such contract and modify other necessary provisions; authorizing the City Attorneys office to make non-substantive changes to the First Amendment; approving a transfer in the amount of $1,446,000 from the General Fund (0001) to the General Capital Improvement Fund (3001), approving a supplemental appropriation in the amount of $1,446,000 from the increase in the unappropriated balance of the General Capital Improvement Fund (3001) resulting from the above transfer to the MOB Repairs and Improvements Project (Engineering No. 16229-119; Oracle No. 14607); and providing an effective date.

3. Approving an agreement between the City of St. Petersburg and WestCare GulfCoast-Florida, Inc. ("Agency") to provide funding in the amount of $150,000 for services and operating expenses for residential substance abuse treatment for St. Petersburg residents for the period October 1, 2018 through September 30, 2019; authorizing the Mayor or his designee to execute the agreement; and providing an effective date.

4. Homeless Leadership Board

F. New Business

1. Requesting Administration replace or upgrade existing phone systems within the Mayor’s Action Center, the Mayor’s Office Reception area and the City Council Office Reception area with technology that would have the ability to record a telephone call should the need arise. (Councilmember Foster) [DELETED]

2. Requesting City Council pass the attached resolution supporting SB 70 and other proposed legislation which would safeguard Florida’s affordable housing trust fund. (Councilmember Gabbard)

3. Requesting a continued discussion regarding Summer at City Hall to include the application and admission process as referred from the Youth and Family Services Committee. (Councilmember Kornell) [DELETED]

G. Council Committee Reports

1. Budget, Finance & Taxation Committee (1/10/19)

2. Public Services & Infrastructure Committee (1/10/19)

3. Housing, Land Use & Transportation Committee (1/10/19)

H. Legal

I. Public Hearings and Quasi-Judicial Proceedings - 6:00 P.M.

Public Hearings
NOTE: The following Public Hearing items have been submitted for consideration by the City Council. If you wish to speak on any of the Public Hearing items, please obtain one of the YELLOW cards from the containers on the wall outside of Council Chamber, fill it out as directed, and present it to the Clerk. You will be given 3 minutes ONLY to state your position on any item but may address more than one item.

1. Confirming Preliminary Assessment for Lot Clearing Number(s) LCA 1597.

2. Confirming Preliminary Assessment for Building Securing Number SEC 1241.

3. Confirming Preliminary Assessment for Building Demolition Number DMO 468.

4. Ordinance 358-H amending Chapter 16, City Code of Ordinances (Land Development Regulations), Section 16.70.010.6; codifying procedural practices regarding the processing of multiple appeals; clarifying hearing notice and scheduling requirements; and removing duplicative language.

5. Ordinance 359-H of the City of St. Petersburg, Florida deleting and replacing in its entirety Chapter Two, Article v, Division Five of the St. Petersburg City Code to create a new Division Five entitled Sustainability & Resiliency of City Facilities; providing a purpose and definitions; establishing sustainable design and construction requirements for City buildings and infrastructure projects; setting forth procedures to encourage City consideration of sea level rise and resiliency in public construction planning.

6. Ordinance 1110-V approving a vacation of a 20-foot north-south alley located between 35th Avenue South and 36th Avenue South between 6th Street South and Dr. Martin Luther King Jr. Street South, adjacent to Lots 24 and 26 of Bayou Vista Revised Map Block B and Lots 13 and 14 of Big Bayou Subdivision, Florence Goldies Revision Block 3. (City File 18-33000008)

7. Ordinance 1111-V approving the vacations of 14th Street North between the southern boundary of 2nd Avenue North and the southern boundary of Arlington Avenue North, Arlington Avenue North between the western boundary of 13th Street North and the western boundary of 14th Street North, the south seven and one-half (7-1/2) feet of Lot 47, and the east-west alley south of 2nd Avenue North between 13th Street North and 14th Street North, of the Revised Plat of Jackson Park Subdivision of the City of St. Petersburg, Florida. (City File 18-33000011)

Quasi-Judicial Proceedings

Swearing in of witnesses. Representatives of City Administration, the applicant/appellant, opponents, and members of the public who wish to speak at the public hearing must declare that he or she will testify truthfully by taking an oath or affirmation in the following form:

"Do you swear or affirm that the evidence you are about to give will be the truth, the whole truth, and nothing but the truth?"

The oath or affirmation will be administered prior to the presentation of testimony and will be administered in mass to those who wish to speak. Persons who submit cards to speak after the administration of the oath, who have not been previously sworn, will be sworn prior to speaking. For detailed procedures to be followed for Quasi-Judicial Proceedings, please see yellow sheet attached to this agenda.
8. **Ordinance 466-Z amending the Official Zoning Map designation of the Venetian Mobile Home Court property, located at 5475 3rd Lane North and estimated to be 19.79 acres in size, from NMH (Neighborhood Mobile Home) to NSM-1 (Neighborhood Suburban Multifamily-1), or other less intensive use. (ZM-8)**

J. **Open Forum**

K. **Adjournment**
1. City Council convenes as Community Redevelopment Agency.

2. Resolution of the St. Petersburg Community Redevelopment Agency (CRA) finding the proposed seven-story, 131-room hotel with 10,040 square feet of commercial space, located at 1650 Central Avenue North, consistent with the Intown West Redevelopment Plan.

3. Adjourn Community Redevelopment Agency and reconvene City Council
CONSENT AGENDA
COUNCIL MEETING  
CITY OF ST. PETERSBURG

Consent Agenda A  
January 17, 2019

NOTE: The Consent Agenda contains normal, routine business items that are very likely to be approved by the City Council by a single motion. Council questions on these items were answered prior to the meeting. Each Councilmember may, however, defer any item for added discussion at a later time.

(Procurement)

1. Approving an extension of up to six months of a blanket purchase agreement with Central Parking System of Connecticut, Inc., for Parking Facilities Management Services, for the Transportation and Parking Management Department, and an increase in allocation in the amount of $810,000 for a total contract amount of $7,825,615, with a waiver of Procurement Code Sec. 2-252.

2. Approving the renewal of a blanket purchase agreement with Custom Concepts of St. Petersburg Inc., at an estimated amount of $490,000, for a total contract amount of $1,210,000.

3. Approving a three-year blanket purchase agreement with Greenfield Environmental, Inc., for asbestos, lead, and environmental site assessment consulting services for the Codes Compliance, Housing & Community Development and Engineering and Capital Improvement Departments, at a total contract amount of $525,000.

(City Development)

(Leisure Services)

(Public Works)

4. Approving the Control Estimate in an amount not to exceed of $5,547,803.43 submitted by Air Mechanical & Service Corp (AMSCO) for construction phase services for the City Hall HVAC Upgrades Project; authorizing the Mayor or his designee to execute the First Amendment to the Construction Manager Contract between the City of St. Petersburg, Florida and AMSCO dated August 25, 2017, to incorporate the above referenced Control Estimate into such contract and modify other necessary provisions; authorizing the City Attorneys office to make non-substantive changes to the First Amendment; approving a transfer in the amount of $1,446,000 from the General Fund (0001) to the General Capital Improvement Fund (3001), approving a supplemental appropriation in the amount of $1,446,000 from the increase in the unappropriated balance of the General Capital Improvement Fund (3001) resulting from the above transfer to the MOB Repairs and Improvements Project (Engineering No. 16229-119; Oracle No. 14607); and providing an effective date. [MOVED TO REPORTS AS ITEM E-2]
NOTE: The Consent Agenda contains normal, routine business items that are very likely to be approved by the City Council by a single motion. Council questions on these items were answered prior to the meeting. Each Councilmember may, however, defer any item for added discussion at a later time.

(Promotion)

1. Approving a blanket purchase agreement with Dan Callaghan Enterprises, Inc., d/b/a Callaghan Tire, for tire repair and recapping services for the Fleet Management Department, at a total contract amount of $330,000.

2. Acknowledging the selection of Stantec Architecture Inc. (A/E) as the most qualified firm to provide professional services for the Facility Master Plan and Space Needs Assessment Project for the Public Works Administration; authorizing the Mayor or his designee to execute an architect/engineering agreement with A/E for A/E to develop the Facility Master Plan and Space Needs Assessment for an amount not to exceed $269,923; and providing an effective date. (ECID Project No. 17229-019; Oracle Nos.16420, 16672, 16708 and 16908).

3. Approving the renewal of a blanket purchase agreement with Osburn Associates Inc. for reflective sign material, at an estimated amount of $75,000, for a total contract amount of $210,000.

4. Accepting a proposal from Lighthouse Advisors, Inc., a sole source supplier, for continued design and cost evaluation services for the new St. Pete Pier™, at an estimated annual cost of $96,000.

5. Approving the purchase of a barcode and RFID scanner solution from Ventureforth Inc. for the Procurement and Supply Management Department, in the amount of $55,436, and approving a supplemental appropriation in the amount of $55,436 from the unappropriated balance of the Supply Management Fund (5031) to the Supply Management Division (0601053).

(City Development)

6. Resolution approving the plat of Oak Ridge Terrace, generally located at 422 49th Street North. (City File 17-20000012)

7. Resolution approving the plat of Saint James Townhomes located at 758 3rd Avenue South. (City File 18-20000012)

(Leisure Services)

(Public Works)
(Appointments)

(Miscellaneous)

8. Approving an agreement between the City of St. Petersburg and WestCare GulfCoast-Florida, Inc. ("Agency") to provide funding in the amount of $150,000 for services and operating expenses for residential substance abuse treatment for St. Petersburg residents for the period October 1, 2018 through September 30, 2019; authorizing the Mayor or his designee to execute the agreement; and providing an effective date. [MOVED TO REPORTS AS ITEM E-3]
Note: An abbreviated listing of upcoming MEETING AGENDA Council meetings.

**Budget, Finance & Taxation Committee**  
*Thursday, January 10, 2019, 8:00 a.m., Room 100*

**Public Services & Infrastructure Committee**  
*Thursday, January 10, 2019, 9:25 a.m., Room 100*

**Housing, Land Use & Transportation Committee**  
*Thursday, January 10, 2019, 10:50 a.m., Room 100*

**CRA/Agenda Review**  
*Thursday, January 10, 2019, 1:30 p.m., Room 100*

**City Council Meeting**  
*Thursday, January 10, 2019, 3:00 p.m., Council Chamber*

**Committee of the Whole: Council Budget Priorities**  
*Thursday, January 17, 2019, 10:00 a.m., Room 100*

**Youth & Family Services Committee**  
*Thursday, January 17, 2019, 1:30 p.m., Room 100*
City Beautiful Commission
4 Regular Members
((Term expires 6/30/20))

Civil Service Board
2 Alternate Members
((Terms expires 8/31/19 and 11/30/19))

Nuisance Abatement Board
1 Regular Member
((Term expires 12/31/19))

Nuisance Abatement Board
2 Alternate Members
((Terms expire 8/31/19 and 11/30/19))
PROCEDURES TO BE FOLLOWED FOR QUASI-JUDICIAL PROCEEDINGS:

1. Anyone wishing to speak must fill out a yellow card and present the card to the Clerk. All speakers must be sworn prior to presenting testimony. No cards may be submitted after the close of the Public Hearing. Each party and speaker is limited to the time limits set forth herein and may not give their time to another speaker or party.

2. At any time during the proceeding, City Council members may ask questions of any speaker or party. The time consumed by Council questions and answers to such questions shall not count against the time frames allowed herein. **Burdens of proof:** in all appeals, the Appellant bears the burden of proof; in rezoning and land use cases, the Property Owner or Applicant bears the burden of proof except in cases initiated by the City, in which event the City Administration bears the burden of proof; for all other applications, the Applicant bears the burden of proof. **Waiver of Objection:** at any time during this proceeding Council Members may leave the Council Chamber for short periods of time. At such times they continue to hear testimony because the audio portion of the hearing is transmitted throughout City Hall by speakers. If any party has an objection to a Council Member leaving the Chamber during the hearing, such objection must be made at the start of the hearing. If an objection is not made as required herein it shall be deemed to have been waived.

3. **Initial Presentation.** Each party shall be allowed ten (10) minutes for their initial presentation.
   a. Presentation by City Administration.
   b. Presentation by Applicant followed by the Appellant, if different. If Appellant and Applicant are different entities then each is allowed the allotted time for each part of these procedures. If the Property Owner is neither the Applicant nor the Appellant (e.g., land use and zoning applications which the City initiates, historic designation applications which a third party initiates, etc.), they shall also be allowed the allotted time for each part of these procedures and shall have the opportunity to speak last.
   c. Presentation by Opponent. If anyone wishes to utilize the initial presentation time provided for an Opponent, said individual shall register with the City Clerk at least one week prior to the scheduled public hearing. If there is an Appellant who is not the Applicant or Property Owner, then no Opponent is allowed.

4. **Public Hearing.** A Public Hearing will be conducted during which anyone may speak for 3 minutes. Speakers should limit their testimony to information relevant to the ordinance or application and criteria for review.

5. **Cross Examination.** Each party shall be allowed five (5) minutes for cross examination. All questions shall be addressed to the Chair and then (at the discretion of the Chair) asked either by the Chair or by the party conducting the cross examination of the appropriate witness. One (1) representative of each party shall conduct the cross examination. If anyone wishes to utilize the time provided for cross examination and rebuttal as an Opponent, and no one has previously registered with the Clerk, said individual shall notify the City Clerk prior to the conclusion of the Public Hearing. If no one gives such notice, there shall be no cross examination or rebuttal by Opponent(s). If more than one person wishes to utilize the time provided for Opponent(s), the City Council shall by motion determine who shall represent Opponent(s).
   a. Cross examination by Opponents.
   b. Cross examination by City Administration.
   c. Cross examination by Appellant followed by Applicant, followed by Property Owner, if different.

6. **Rebuttal/Closing.** Each party shall have five (5) minutes to provide a closing argument or rebuttal.
   a. Rebuttal by Opponents.
   b. Rebuttal by City Administration.
   c. Rebuttal by Appellant followed by the Applicant, followed by Property Owner, if different.
ST. PETERSBURG CITY COUNCIL

Sewer Report

Meeting of January 17, 2019

TO: The Honorable Charles Gerdes, Chair and Members of City Council

SUBJECT: A Resolution authorizing the Mayor or his designee to execute Task Order No. 16-04-A/UIW to the architect/engineering agreement between the City of St. Petersburg, Florida and ASRus, LLC (A/E), dated July 27, 2016, for A/E to provide professional engineering services related to the Northwest Water Reclamation Facility Injection Well Mechanical Integrity Testing Project in an amount not to exceed $91,680 and providing an effective date.

EXPLANATION: Florida Administrative Code ("FAC") Chapter 62-528 governs the construction and operation of underground injection wells. All injection wells must, as part of the regulatory requirements, demonstrate internal and external Mechanical Integrity Testing ("MIT") every five years, per the requirements of Chapter 62-528.

At this time the injection wells, IW-1 and IW-2 at the Northwest Water Reclamation Facility ("NWWRF") require MIT to be performed no later than June 25, 2019. Injection well, IW-3, which was installed in 2017, had a MIT performed on June 30, 2017 and is not due until June 30, 2022. However, in an attempt to synchronize all the injection wells at the facility to a similar testing schedule, we plan on performing the MIT on IW-3 at the same time as injection wells, IW-1 and IW-2.

On July 27, 2016, the City of St. Petersburg, Florida ("City") and ASRus, LLC ("A/E") entered into an architect/engineering agreement for A/E to provide miscellaneous professional services for potable water, wastewater and reclaimed water projects.

Task Order No. 16-04-A/UIW in the amount of $91,680 shall provide professional engineering services including but not limited to performing the MIT on injection wells at the NWWRF, compiling results of these tests and submitting to the Florida Department of Environmental Protection ("FDEP"). The proposed MIT procedure is an FDEP approved process.

Task Order No. 16-04-A/UIW includes the following phases and associated not to exceed costs respectively:

- Mechanical Integrity Test and Reporting $71,680
- Allowance $20,000
- Consultant Total $91,680

RECOMMENDATION: Administration recommends authorizing the Mayor or his designee to execute Task Order No. 16-04-A/UIW to the architect/engineering agreement between the City of St. Petersburg and ASRus, LLC (A/E).
Petersburg, Florida and ASRus, LLC (A/E), dated July 27, 2016, for A/E to provide professional engineering services related to the Northwest Water Reclamation Facility Injection Well Mechanical Integrity Project in an amount not to exceed $91,680 and providing an effective date.

COST/FUNDING/ASSESSMENT INFORMATION: Funds have been previously appropriated in the Water Resources Operating Fund (4001), Water Reclamation Administration Division (4202165).

ATTACHMENTS: Task Order No. 16-04-A/UIW

APPROVALS:  

[Signatures]

Administrative  

Budget
RESOLUTION NO. 2018——

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE TASK ORDER NO. 16-04-A/UIW TO THE ARCHITECT/ENGINEERING AGREEMENT BETWEEN THE CITY OF ST. PETERSBURG, FLORIDA AND ASRUS, LLC. (A/E), DATED JULY 27, 2016 FOR A/E TO PROVIDE PROFESSIONAL ENGINEERING SERVICES RELATED TO THE NORTHWEST WATER RECLAMATION FACILITY INJECTION WELL MECHANICAL INTEGRITY TESTING PROJECT IN AN AMOUNT NOT TO EXCEED $91,680; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of St. Petersburg, Florida and ASRus, LLC. ("A/E") entered into an architect/engineering agreement on July 27, 2016, for A/E to provide miscellaneous professional services for Underground Injection Wells & Monitoring System Projects; and

WHEREAS, Administration desires to issue Task Order No 16-04-A/UIW in an amount not to exceed $91,680 for A/E to provide an implementation of mechanical integrity testing and summary report for the Northwest Water Reclamation Facility Injection Well Mechanical Integrity Testing Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida, that the Mayor or his designee is hereby authorized to execute Task Order No. 16-04-A/UIW to the architect/engineering agreement between the City of St. Petersburg, Florida and ASRus, LLC. (A/E), dated July 27, 2016 for A/E to provide professional engineering services related to the Northwest Water Reclamation Facility Injection Well Mechanical Integrity Testing Project in an amount not to exceed $91,680.

This resolution shall become effective immediately upon its adoption.

Approved by:  

[Signature]  
City Attorney (Designee)  
00420359 - Final

Approved by:  

[Signature]  
John Palenchar, P.E.  
Director, Water Resources
TASK ORDER NO. 16-04-A/UIW
2019 NORTHWEST WATER RECLAMATION FACILITY -
INJECTION WELLS MECHANICAL INTEGRITY TESTING
UNDERGROUND INJECTION WELLS AND MONITORING WELLS SYSTEMS PROJECTS

This Task Order No. 16-04-A/UIW is made and entered into this _____ day of
____________________, 201___, pursuant to the ARCHITECT/ENGINEERING AGREEMENT FOR
MISCELLANEOUS PROFESSIONAL SERVICES FOR UNDERGROUND INJECTION WELLS
AND MONITORING WELLS SYSTEMS PROJECTS dated July 27, 2016 ("Agreement")
between ASRus, LLC ("A/E"), and the City of St. Petersburg, Florida ("City"), and upon execution
shall become a part of the Agreement.

I. DESCRIPTION OF PROJECT

This task order pertains to the mechanical integrity (MI) testing (MIT) of the City's Northwest
Water Reclamation Facility (NWWRF) injection wells. The A/E and its subconsultant will
perform the MITs, and prepare a summary report documenting the MI testing.

Class I municipal injection wells must demonstrate internal and external MI every five (5)
years as specified in Chapter 62-528, Florida Administrative Code (FAC). The previous MI
demonstration of the NWWRF injection well system was completed July 25 through 27,
2014. Per the FDEP Operation Permit Reporting Requirements I.B.2. of each Operation
 Permit, the MITs must be completed prior to the dates listed in the Table 1 below.

<table>
<thead>
<tr>
<th>TABLE 1</th>
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<tbody>
<tr>
<td>NWWRF Injection Wells MIT Schedule</td>
</tr>
<tr>
<td>IW-1</td>
</tr>
<tr>
<td>IW-2</td>
</tr>
<tr>
<td>IW-3*</td>
</tr>
</tbody>
</table>

* Constructed in 2017 under a different permit

Testing and Reporting Requirements of each Operating Permit requires the City to submit
a test plan for completion of MI testing to the FDEP for approval at least 90 days prior to
the MIT due date. Though the MIT at IW-3 is due later than the other wells since it was
recently constructed, it is included in this MIT testing period so that all of the NWWRF wells
will be on the same 5 year testing schedule for future MITs.

The City has performed baseline MI testing using the Radioactive Tracer Survey (RTS)
methodology in conjunction with packer pressure tests to prove the adequacy of the RTS
methodology for internal MI demonstrations. The City has been working closely with the
FDEP since 1989 to allow the continued use of the RTS methodology in lieu of packer
testing for internal MI demonstrations. The RTS is the preferred method for the City due to
the lower testing costs and less injection well downtime. At the November 9, 1995,
Technical Assistance Committee (TAC) meeting, the FDEP was agreeable to the use of
these methods for MI demonstrations and stated that the internal RTS methodology is a
US Environmental Protection Agency (EPA) approved method for demonstration of internal
MI. The project objective will be to obtain FDEP approval for utilizing the RTS methodology
for both internal and external MI demonstrations, although there is no guarantee that FDEP
will continue to support the sole use of the RTS methodology for the City. The City of St. Petersburg is the only approved Class I municipal injection well system in the state that is not required to use downhole inflatable packers to demonstrate internal MI. A similar testing program was approved by the FDEP and implemented for the previous MI demonstrations at the NWWRF injection well system.

The scope of services provided under this task order is outlined in the following tasks:

II. SCOPE OF SERVICES

Task 1 – Implementation of MI Testing
This task includes implementation of the MI testing at the NWWRF injection wells. The MI testing includes background gamma logging, temperature logs, video survey, and internal and external Radioactive Tracer Survey (RTS) at IW-1, IW-2, and IW-3 at the NWWRF. One (1) pre-construction meeting shall be coordinated, conducted, and attended by the A/E. Services during construction and resident engineering services shall be provided by the A/E during the MIT’s at the NWWRF injection wells.

Task 2 – Summary Report
A/E shall prepare a report summarizing the work performed, analyzing the data and results, and making applicable recommendations. A single report shall be prepared documenting the MI testing activities from both the NWWRF MIT’s. The City shall receive one (1) draft report in PDF format, and one (1) final report in PDF format of the engineering report and associated geophysical logs for distribution to City staff. FDEP and will be provided with an electronic copy (in pdf format). The report will be signed and sealed by a professional geologist registered in Florida.

III. SCHEDULE

Work under this Task Order shall begin no later than 10 days from Notice to Proceed.

Table 2 shows the estimated project schedule to complete the Scope of Services.

<table>
<thead>
<tr>
<th>TABLE 2</th>
<th>SCHEDULE</th>
</tr>
</thead>
<tbody>
<tr>
<td>EVENT</td>
<td></td>
</tr>
<tr>
<td>Task 1 - Implementation of MI Testing (MITs)</td>
<td>By regulatory deadline (see Table 1)</td>
</tr>
<tr>
<td>Task 2 - Summary Report Draft</td>
<td>45 days after MITs</td>
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<tr>
<td>Task 2 - Summary Report Final</td>
<td>10 days after City comments</td>
</tr>
</tbody>
</table>

IV. A/E'S RESPONSIBILITIES

The A/E will provide services outlined in Section II, Scope of Services.

V. CITY'S RESPONSIBILITIES

- City will provide review comments within 2 weeks of submittal of draft report.
- The City will provide access to well sites including fences, gates, culverts, or temporary roads necessary to provide access to the Subconsultant to complete the work. No site work is included in this Task Order.
VI. **DELIVERABLES**

Table 3 is a list of deliverable expected for this project.

<table>
<thead>
<tr>
<th>DELIVERABLE NAME</th>
<th>FORMAT</th>
</tr>
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<tbody>
<tr>
<td>Task 1 - Implementation of MI Testing</td>
<td>N/A</td>
</tr>
<tr>
<td>Task 2 - Draft MIT Report</td>
<td>PDF format, electronically</td>
</tr>
<tr>
<td>Task 2 - Final Report</td>
<td>PDF format, electronically</td>
</tr>
</tbody>
</table>

VII. **A/E'S COMPENSATION**

For Tasks 1 and 2, the City shall compensate the A/E the not-to-exceed amount of $71,680.

This Task Order establishes an allowance in the amount of $20,000 for additional services not identified in the Scope of Services. Additional services may be performed only upon receipt of prior written authorization from the City and such authorization shall set forth the additional services to be provided by the A/E. The cost for any additional services shall not exceed the amount of the allowance set forth in this Task Order.

The total Task Order amount is $91,680, per Appendix A.

VIII. **PROJECT TEAM**

Prime Consultant - ASRus, LLC.
Subconsultant - Layne Christensen Company (Task 1)

IX. **MISCELLANEOUS**

In the event of a conflict between this Task Order and the Agreement, the Agreement shall prevail.
IN WITNESS WHEREOF the Parties have caused this Task Order to be executed by their duly authorized representatives on the day and date first above written.

**ATTEST**

By: __________________________
Chandrahasa Srinivasa
City Clerk

(SEAL)

**CITY OF ST. PETERSBURG, FLORIDA**

By: __________________________
Brejesh Prayman, P.E., ENV SP, Director Engineering & Capital Improvements

DATE: _________________________

APPROVED AS TO FORM FOR CONSISTENCY WITH THE STANDARD TASK ORDER. NO OPINION OR APPROVAL OF THE SCOPE OF SERVICES IS BEING RENDERED BY THE CITY ATTORNEY'S OFFICE.

By: __________________________
City Attorney (Designee)

**ASRus, LLC**

(Company Name)

By: __________________________
(Signature)
Mark B. McNeal, CEO
(Printed Name and Title)

Date: 10-12-18

**WITNESSES:**

By: __________________________
(Signature)
Martin J. Clesen
(Printed Name)

By: __________________________
(Signature)
Teilyn McNeal
(Printed Name)
### Task Order No. 16-04-4-VS

#### NOTES:
1. **Task Order**
   - Includes 5 percent markup of SURCGESTUATN (not A/E agreement).

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#### Fee Limit

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#### Fee Calculation

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#### Tasks

1. **Manpower Estimate: All Tasks**
2. **Summary Report**
3. **Information of the Project**

### 2019 NWMPA Injunction With Miscellaneous Infrastructure Testing

**City of St. Peterburg Work Task Breakdown**

**Appendix A**
ST. PETERSBURG CITY COUNCIL

Sewer Report

Meeting of January 17th, 2019

TO: The Honorable Charles Gerdes, Chair and Members of City Council

SUBJECT: Authorizing the Mayor or his Designee to amend an Interlocal Agreement between the City of St. Petersburg and Pinellas County providing for installation of flow monitors within the City of St. Petersburg to measure inflow and infiltration of stormwater and groundwater into the City’s sanitary sewer system and reimbursement by Pinellas County to the City of St. Petersburg of up to two hundred forty-three thousand nine hundred two dollars ($243,902.00). The County and the City now wish to modify the Agreement in order to provide for a time extension for the City to invoice the County, and an extension of the term with the same prices, terms, and conditions.

EXPLANATION: Pinellas County received funds through a settlement with parties responsible for the Deepwater Horizon accident which affected the Gulf of Mexico and communities in the region including Pinellas County. Pinellas County Board of County Commissioners approved Resolution 16-90, on December 13, 2016, delegating to the County Administrator the authority to enter into agreements with the Parties necessary to effectuate the approved projects within the amounts approved by the Pinellas County Board of County Commissioners.

On March 12, 2018 The City of St. Petersburg entered into an Interlocal Agreement to effectuate a Flow Monitoring Project recommended by the Wastewater/Stormwater Task Force, which proposed to install Flow Monitors at designated locations within the City, to measure inflow and infiltration of stormwater and groundwater into the City’s sanitary sewer system (“Project”). The City has provided the initial Project funding for the installation of eighty (80) Flow Monitors in Fiscal Year 2018 (FY18). The City of St. Petersburg’s Water Resources Department had a proposed budget of $500,000.00 for flow monitoring devices for FY18.

Pinellas County agrees to provide up to $243,902.00 for the Project on a reimbursement basis in accordance with the conditions described in the Agreement.

The Interlocal agreement states the City shall deliver an itemized project invoice to the County by December 31, 2018. Due to project scheduling and end of year constraints, the City wishes to extend this deadline to March 31, 2019.

RECOMMENDATION: Administration recommends authorizing the Mayor or his designee to execute an amendment to extend the invoice deadline in the Interlocal Agreement between the City of St. Petersburg, Florida and Pinellas County for installation of flow monitors within the City of St. Petersburg to measure inflow and infiltration of stormwater and groundwater into the City’s sanitary sewer system and reimbursement by Pinellas County (SAN Flow Monitor Devices FY18 Project: 16367).

COST/FUNDING/ASSESSMENT INFORMATION: Funds have been previously appropriated in the Water Resources Capital Projects Fund (4003), SAN Flow Monitor Devices FY18 Project (16367).
ATTACHMENTS: Resolution
               Interlocal Agreement

APPROVALS: Administrative
              Budget
RESOLUTION NO. 2019-_____ 

A RESOLUTION APPROVING THE FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT ("AGREEMENT") WITH PINELLAS COUNTY TO CONDUCT A FLOW MONITORING PROGRAM FOR THE WATER RESOURCES DEPARTMENT TO EXTEND THE TERM OF THE AGREEMENT UNTIL MARCH 31, 2019; AUTHORIZING THE MAYOR OR MAYOR'S DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Pinellas County Board of Commissioners formed a Wastewater/Stormwater Task Force to identify wastewater and stormwater solutions for Pinellas County ("County"), and recommended that the City of St. Petersburg ("City") conduct a Flow Monitoring Program; and

WHEREAS, the City and the County entered into an Interlocal Agreement on March 12, 2018 for the City to conduct a Flow Monitoring Program ("Project") which provides for the installation of 80 flow monitors within the City’s municipal boundaries to measure the inflow and infiltration of stormwater and groundwater into the City’s sanitary sewer system; and

WHEREAS, the First Amendment will extend the term of the agreement until March 31, 2019; and

WHEREAS, Administration recommends approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida, that the First Amendment to the Interlocal Agreement ("Agreement") with Pinellas County to conduct a flow monitoring program for the Water Resources Department to extend the term of the agreement until March 31, 2019 is hereby approved.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute all documents necessary to effectuate this transaction.

This Resolution shall become effective immediately upon adoption.

Approved as to Form and Content:

[Signature]
City Attorney (designee)

00416171
AMENDMENT NO. 1 TO THE INTERLOCAL AGREEMENT
WITH THE CITY OF ST. PETERSBURG FOR FLOW MONITORING EQUIPMENT

THIS AMENDMENT made and entered into this_______day of_______ 201_, by and between
PINELLAS COUNTY, a political subdivision of the State of Florida, hereinafter referred to as the COUNTY
and the CITY OF ST. PETERSBURG, a municipal corporation of the State of Florida, hereinafter referred
to as the CITY.

WITNESSETH:

WHEREAS, the COUNTY and the CITY entered into an Agreement effective March 12, 2018,
pursuant to Section 163.01, Florida Statutes, the “Florida Interlocal Cooperation Act of 1969”; and

WHEREAS, the COUNTY and the CITY entered into the original interlocal agreement for the
purpose of providing Deepwater Horizon settlement funds for the installation of up to eighty (80) flow
monitors at designated locations within the City to measure inflow and infiltration of stormwater and
groundwater into the City’s sanitary sewer system; and

WHEREAS, the CITY has requested additional time for processing of the final invoice; and

WHEREAS, Section NINE (9) of the Agreement permits modification by mutual written agreement
by the Parties; and

WHEREAS, the County and the City now wish to modify the Agreement in order to provide for a
time extension for the City to invoice the County and an extension of the term with the same prices, terms,
and conditions.

NOW THEREFORE, the Parties agree that the Agreement is amended as follows:

1. In Section TWO (2), Funding, the second sentence is amended to read as follows:

   After the Project is complete and no later than March 31, 2019, the City shall deliver an
   itemized project invoice to the County that details the total project costs.

2. Section THREE (3), Agreement Term is hereby amended to read as follows:

   This Agreement shall become effective upon execution by both parties and expire on March
   31, 2019, unless terminated earlier as provided in Section Four (4) below.

3. Except as changed or modified herein, all provisions and conditions of the original
   Agreement shall remain in full force and effect.

(REMAINDER OF PAGE INTENTIONALLY LEFT BLANK)
IN WITNESS WHEREOF, the Parties herein have executed this Amendment No. 1 as of the day and year first written above.

CITY OF ST. PETERSBURG, a municipal Corporation of the State of Florida

By: ____________________________
Rick Kriseman
Mayor

ATTEST: _______________________
City Clerk

PINELLA COUNTY, a political subdivision of the State of Florida, by and through its County Administrator

By: ____________________________
Barry A. Burton
County Administrator

APPROVED AS TO FORM:

By: ____________________________
Office of City Attorney

APPROVED AS TO FORM:

By: ____________________________
Office of County Attorney
ST. PETERSBURG CITY COUNCIL

Sewer Report

Meeting of January 17, 2019

TO: The Honorable Charles Gerdes, Chair and Members of City Council

SUBJECT: A Resolution authorizing the Mayor or his designee to execute an Agreement between the City of St. Petersburg, Florida and the University of South Florida Board of Trustees to conduct a study investigating bacteriological sources and impacts to eight identified locations as required in Amended Consent Order 16-1280 at a total cost not to exceed $37,559.00.

EXPLANATION: On November 20, 2017 the City entered into an Agreement with the University of South Florida Board of Trustees to provide funding for a 12-month pilot study investigating bacteriological impacts and to evaluate the best methods of analyses to determine sources of impacts to the Bartlett Park area of Salt Creek.

On May 30, 2018, the First Amendment to Agreement was executed extending the term to March 31, 2019. A draft final guidance document was provided to the City on October 1, 2018.

On October 12, 2018, the Florida Department of Environmental Protection issued a First Amendment to Consent Order OGC No. 16-1280 stipulating that the City complete microbial testing of the following areas identified in the City’s Water Quality Report Card, which have previously been identified as needing further investigation: Salt Creek, Fossil Park Lake, 54th Street Canal, 45th Street Canal, Clam Bayou, Lake Maggiore, Booker Creek, and the south side of 38th Avenue. If the results of the bacteriological testing indicate the presence of fecal indicator bacteria in excess of the 10% threshold value for Class III Fresh Waters (62-302.530, F.A.C.) or action values for “Healthy Beaches Program” for Marine Waters then microbial source tracking of the waterbody will be implemented to completion.

In order to fulfill the requirements set forth in Amended Consent Order OGC No. 16-1280, an Agreement between the City of St. Petersburg and the University of South Florida Board of Trustees to fund a study, utilizing the methods established in the Agreement has been developed. This work will focus on determining the presence and level of anthropogenic, human sewage associated bacterial contamination in urban fresh water bodies in St. Petersburg through microbial source tracking. The study will be funded for an initial 12-month period, and may be renewed annually upon mutual written agreement of both parties.

RECOMMENDATION: Administration recommends authorizing the Mayor or his designee to execute an Agreement between the City of St. Petersburg, Florida and the University of South Florida Board of Trustees to conduct a study investigating bacteriological sources and impacts to eight sites as required in Consent Order Amendment 16-1280 at a total cost not to exceed $37,559.00.
COST/FUNDING/ASSESSMENT INFORMATION: Funds have been previously appropriated in the Water Resources Operating Fund (4001), Environmental Compliance Division (4202153).

ATTACHMENTS: Resolution
               JPA Agreement
               Map

APPROVALS: Administrative
           Budget

00420412
RESOLUTION NO. 2019-____

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF ST. PETERSBURG, FLORIDA AND THE UNIVERSITY OF SOUTH FLORIDA BOARD OF TRUSTEES TO CONDUCT A STUDY INVESTIGATING BACTERIOLOGICAL SOURCES AND IMPACTS TO EIGHT (8) IDENTIFIED SITES AS REQUIRED IN AMENDED CONSENT ORDER 16-1280, FOR A TOTAL COST NOT TO EXCEED $37,559, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on November 20, 2017 the City of St. Petersburg ("City") entered into an Agreement with the University of South Florida Board of Trustees ("USF Board") to provide funding for a 12-month pilot study investigating bacteriological sources and to evaluate the best methods of analyses to determine sources of impacts to the Bartlett Park area of Salt Creek; and

WHEREAS, on October 12, 2018, the State of Florida Department of Environmental Protection issued a First Amendment to Consent Order OGC No. 16-1280 ("First Amendment") stipulating that the City conduct microbial testing of the following areas identified in the City’s Water Quality Report Card, which have previously been identified as needing further investigation: Salt Creek, Fossil Park Lake, 54th Street Canal, 45th Street Canal, Clam Bayou, Lake Maggiore, Booker Creek, and the south side of 38th Avenue; and

WHEREAS, in order to fulfill the requirements set forth in the First Amendment, an Agreement between the City and USF Board to fund a study ("Study") utilizing the methods established in the Agreement have been developed; and

WHEREAS, the Study will be funded for an initial 12-month period for a total cost not to exceed $37,559 and may be renewed annually upon mutual written agreement of both parties.

WHEREAS, Administration recommends approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, that Administration recommends authorizing the Mayor or his designee to execute an Agreement between the City of St. Petersburg and the University of South Florida Board of Trustees to conduct a study investigating bacteriological sources and impacts to eight (8) sites as required in First Amendment to Consent Order 16-1280 for a total cost of $37,559 is hereby approved.

This resolution shall become effective immediately upon its adoption.

Approved by:

John Palenchar, P.E.
Water Resources, Director
AGREEMENT

THIS AGREEMENT ("Agreement") is entered into as of December ____, 2018, by and between the City of St. Petersburg, Florida, ("City"), and The University of South Florida Board of Trustees for the University of South Florida, ("USF"), (collectively, the "Parties").

WHEREAS, the City desires to provide funding to USF for a study investigating eight sites (see Appendix A) for bacteriological impacts and evaluating the best methods and analyses to be used in determining whether or not bacteriological impacts in the study area are coming from anthropogenic sources; and

WHEREAS, USF desires to perform the study in furtherance of its tripartite mission of education, research and service.

NOW THEREFORE, in consideration of the promises and covenants contained herein, and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

1. **Term.** The Agreement shall commence on the effective date and end one year from the effective date, unless earlier terminated as provided for herein. The Agreement can be renewed annually upon mutual agreement of both parties.

2. **USF's Duties and Deliverables.** During the Term, USF shall:

   A. Provide students enrolled in the USF graduate program in the Department of Integrative Biology an opportunity to conduct a study investigating eight identified locations for bacteriological impacts and evaluating the best methods and analyses to be used in determining whether or not bacteriological impacts in the study area are coming from anthropogenic sources ("Study"). The Study will occur at the locations identified in detailed Scope of Work attached as Appendix A and is incorporated herein.

   B. Be solely responsible for the students/personnel who are providing services for the City pursuant to this Agreement. Valerie J. Harwood, Ph.D., University of South Florida faculty, is responsible for providing guidance to the students.

   C. Invoice the City in accordance with this Agreement.

   D. With respect to the performance of this Agreement, USF shall comply with all applicable current and future federal, state, and local laws, ordinances, rules and regulations, the federal and state constitutions, and orders and decrees of any lawful authorities having jurisdiction over the matter at issue (collectively, "Laws"), including Florida Public Records Laws (e.g., Chapter 119, Florida Statutes, and specifically Chapter 119.0701(2)-(3)). **IF USF HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, AS TO USF'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE CITY CLERK'S**
OFFICE (THE CUSTODIAN OF PUBLIC RECORDS) AT (727) 893-7448, CITY.CLERK@STPETE.ORG, OR 175 FIFTH ST. N., ST. PETERSBURG FL. 33701.

E. Maintain accurate books and records related to the performance of this Agreement and allow the City to inspect and audit same upon reasonable notice. USF shall maintain all such books and records for the time period required by Florida Public Records Laws.

F. Work cooperatively with the City and communicate with the City in a timely manner.

G. Upon completion of the sampling for each Agreement year, USF shall provide the City with an Annual Report that will discuss the results of the Study year related to bacteriological impacts and recommend the best methods and analyses to be used in determining sources anthropogenic influences if any are found in the Study area.

3. Cities Duties.

   A. The City shall work cooperatively with USF and communicate with USF in a timely manner. Normal and emergency City operations take precedence over the City’s responsibilities under this Agreement as the City has a duty to protect the health, safety and welfare of its residents.

   B. The City shall comply with all applicable Laws.

4. Students Not Employees. At no time shall any USF student/personnel performing work for the Study be deemed to be an employee of the City.

5. Funding. The amount of funding provided by the City pursuant to this Agreement shall not exceed thirty-seven thousand five hundred and fifty-nine dollars ($37,559.00). USF shall invoice the City monthly for all work performed the previous month for data collection and analyses. Upon completion of USF’s duties as set forth in this Agreement and delivery of the Final Report, the City shall pay any remaining balance owed to USF within thirty (30) upon receipt of USF’s final invoice (provided USF is in compliance with the terms and conditions of this Agreement). The obligations of the City as to any funding required pursuant to this Agreement shall be limited to an obligation in any given year to budget, appropriate and pay from legally available funds, after monies for essential City services have been budgeted and appropriated, sufficient monies for the funding that is required during that year. Notwithstanding the foregoing, the City shall not be prohibited from pledging any legally available non-ad valorem revenues for any obligations heretofore or hereafter incurred, which pledge shall be prior and superior to any obligation of the City pursuant to this Agreement.

6. Termination. This Agreement may be terminated by either party upon seven (7) days’ written notice that the other party failed to perform in accordance with the terms and
conditions of this Agreement. This Agreement may be terminated without cause by either party upon thirty (30) days’ written notice. USF hereby makes all certifications required under Florida Statute 287.135(5), and the City may terminate this Agreement as provided for in Florida Statute 287.135(3).

7. Liability / Insurance.

   A. USF, to the extent of its waiver of sovereign immunity under section 768.28, Florida Statutes, assumes the risk for personal injury and property damage arising out of or in connection with, in whole or in part, USF’s performance of this Agreement and that of its officers, agents, and employees acting within the scope of their employment.

   B. USF represents that, as a self-insured state institution, it maintains comprehensive general liability protection coverage in accordance with section 768.28, and chapter 284, part II, Florida Statutes. It maintains workers’ compensation insurance in full compliance with Florida law. USF’s certificates of coverage may be accessed at https://www.usf.edu/administrative-services/environmental-health-safety/programs-services/risk-management/certificates.aspx

8. Severability. Should any section or part of any section of this Agreement be rendered void, invalid, or unenforceable by any court of law for any reason, such a determination shall not render void, invalid, or unenforceable any other section or any part of any other section of this Agreement.

9. Entire Agreement. This Agreement constitutes the entire agreement between the Parties and no change will be valid unless made pursuant to a written amendment to this Agreement duly executed by the Parties.

10. Notification. All notices, requests, demands, or other communications hereunder shall be in writing and shall be deemed to have been served as of the delivery date appearing upon the return receipt if sent by certified mail, postage prepaid with return receipt requested, at the address listed below, or upon the actual date of delivery, if hand delivered to the address below. Either party may change the below-listed address at which it receives written notices by providing ten (10) days’ prior written notice of such change to the other party in accordance with this paragraph.

     Project Director for USF:
     Valerie J. Harwood, Ph.D.
     Professor and Chair
     University of South Florida
     Department of Integrative Biology
     4202 E. Fowler Avenue SCA110
     Tampa, FL 33620
Administrative Contact for USF:
Raegen Einsmann
Sponsored Research Administrator
University of South Florida
4019 E. Fowler Ave., Suite 100
Tampa, FL 33617

John Palenchar, Water Resources Director
City of St. Petersburg
PO Box 2842
St. Petersburg, FL 33731-2842

11. **Waiver.** No act of omission or commission of either party, including without limitation, any failure to exercise any right, remedy or recourse, shall be deemed to be a waiver, release, or modification of the same. Such a waiver, release, or modification is to be effected only through a written amendment to this Agreement duly executed by the Parties.

12. **Governing Law, Venue and Jurisdiction.** USF shall comply with all applicable federal, state, and local laws, ordinances, rules and regulations, the federal and state constitutions, and orders and decrees of any lawful authorities having jurisdiction over the matter at issue (collectively, “Laws”), including but not limited to Florida laws regarding public records. This Agreement shall be governed and interpreted in accordance with the laws of the State of Florida. Venue for state court actions shall be in Pinellas County, St. Petersburg Division. Venue for federal court actions shall be in the Middle District of Florida, Tampa Division, unless a division is created in St. Petersburg or Pinellas County in which case the action shall be brought in that division. Each party waives any defense of improper or inconvenient venue as to either court and consents to personal jurisdiction in either court.

13. **Due Authority.** Each party to this Agreement represents and warrants to the other party that (i) it is a duly organized, qualified and existing entity under the laws of the State of Florida, and (ii) all appropriate authority exists so as to duly authorize the person(s) executing this Agreement to so execute the same and fully bind the party on whose behalf they are executing.

14. **Headings.** The paragraph headings are inserted herein for convenience and reference only, and in no way define, limit, or otherwise describe the scope or intent of any provisions hereof.

15. **Assignment.** This Agreement is not assignable.

16. **City Consent and Action.**

A. For the purposes of this Agreement, any required written permission, consent, approval or agreement by the City means the approval of the Mayor or his designee unless otherwise set forth herein or unless otherwise required by applicable Laws and such approval shall be in addition to any and all permits and other licenses
required by applicable Laws or this Agreement.

B. For the purposes of this Agreement, any right of the City to take any action permitted, allowed or required by this Agreement may be exercised by the Mayor or his designee, unless otherwise set forth herein or unless otherwise required by applicable Laws.

17. **Relationship of the Parties.** Nothing contained in this Agreement shall be deemed or construed by the Parties, or by any third party, as creating the legal relationship of principal and agent or of partnership or of joint venture between the Parties. Further, it is understood and agreed that nothing contained herein, nor any acts of the Parties, shall be deemed to create any relationship between the Parties other than the relationship of independent contractors and principals of their own accounts.

18. **Survival.** All obligations and rights of any party arising during or attributable to the period prior to expiration or earlier termination of this Agreement shall survive such expiration or earlier termination.

19. **Deliverables.** All of the deliverables provided by USF pursuant to this Agreement ("Deliverables") shall be unique in their final version. The City and USF shall have unlimited rights, title and interest in and to the Deliverables.

IN WITNESS WHEREOF the Parties have caused this document to be executed by their duly authorized representatives as of the date first above written.

The University of South Florida Board of Trustees contracting for University of South Florida

By: 

Print: Keith Anderson, M.S., CRA
Title: Director, Sponsored Research
University of South Florida

City of St. Petersburg, Florida

By: 

Print: 
Title: 

ATTEST

Chan Srinivasa, City Clerk
Approved as to Content and Form: (SEAL)

City Attorney (Designee)
APPENDIX A
SCOPE OF WORK

Microbial Source Tracking for Consent Order in St Petersburg, FL
Valerie J. Harwood, Ph.D.
University of South Florida
Department of Integrative Biology
vharwood@usf.edu

OVERVIEW AND STUDY DESIGN

This work will focus on determining the presence and level of anthropogenic, human sewage-associated bacterial contamination in urban fresh water bodies in St. Petersburg, FL. The microbial source tracking methodology will utilize quantitative PCR (qPCR) to measure HF183, a DNA fragment belonging to bacteria found at high concentrations in sewage. The study will be funded by the City of St Petersburg (CSP) for an initial 12-month time period. It is anticipated that this work may be extended over multiple years. A kick-off meeting and an interim meeting will be held with City of St Petersburg Water Resources partners. Graduate student Aldo Lobos will work with Water Resources partners on sampling plans and data interpretation.

SAMPLING PLAN

Twelve monthly sample events will be carried out by CSP personnel. One 500 ml sample per site should be collected in sterile containers (multiple, smaller samples may be collected to make up 500 ml). Samples will be transported in a cooler, on ice to CSP Water Resources. USF personnel will pick up the samples by noon on the day of collection and transport them to Dr. Harwood's environmental microbiology laboratory at USF. These sample events will be scheduled, but may be altered by mutual agreement between USF and CSP. The focus of the study will be on eight sites:

1. Salt Creek
2. Fossil Park Lake
3. 54th Street Canal
4. 45th Street Canal
5. Clam Bayou
6. Lake Maggiore
7. Booker Creek
8. Joe’s Creek

These sites will be sampled when the City informs USF that Fecal Indicator Bacteria levels exceed applicable water quality criteria, as defined in Consent Order (OGC# 16-1280). Other sites may be substituted to obtain a better understanding of issues around any particular site, or at new sites of interest that may emerge during the study. The sample analysis total for the study will be 96 (12 X 8) over the duration of the study, unless it is altered by mutual agreement between USF and CSP.

ANALYSIS

USF will carry out DNA (molecular) analysis by quantitative PCR (QPCR) for the sewage marker Bacteroides HF183 (human-associated).

BILLING

Billing will be on a cost reimbursable basis. The number of samples analyzed will be provided in interim reports.

DELIVERABLES

1. Interim report at 6 months

2. Upon completion of the sampling for each Agreement year, USF shall provide the City with an Annual Report that will discuss the results of the study year related to bacteriological impacts and recommend the best methods and analyses to be used in determining sources anthropogenic influences if any are found in the study area.

3. Other updates and meetings available upon request.

Cost: $37,559.00

Sponsor Contact Information:
John E. Palenchar, P.E.
Director, Water Resources
City of St. Petersburg
727-892-5698
John.Palenchar@stpete.org
Consent Order Speciation Sites

Recreational Water Quality
- Salt Creek/Bartlett Park
- Fossil Park Lake
- Clam Bayou Kayak Launch

Background Water Quality
- Booker Creek and 11th Avenue South
- 54th Avenue East Canal
- 45th Avenue Canal
- Joe's Creek 36th Avenue North
- Lake Maggiore

This map depicts the eight sample sites selected for bacteriological sampling and speciation in urban fresh water bodies throughout St. Petersburg, FL. as required in Consent Order Amendment 16-1280.
The following page(s) contain the backup material for Agenda Item: Approving the Control Estimate in an amount not to exceed of $5,547,803.43 submitted by Air Mechanical & Service Corp (AMSCO) for construction phase services for the City Hall HVAC Upgrades Project; authorizing the Mayor or his designee to execute the First Amendment to the Construction Manager Contract between the City of St. Petersburg, Florida and AMSCO dated August 25, 2017, to incorporate the above referenced Control Estimate into such contract and modify other necessary provisions; authorizing the City Attorneys office to make non-substantive changes to the First Amendment; approving a transfer in the amount of $1,446,000 from the General Fund (0001) to the General Capital Improvement Fund (3001), approving a supplemental appropriation in the amount of $1,446,000 from the increase in the unappropriated balance of the General Capital Improvement Fund (3001) resulting from the above transfer to the MOB Repairs and Improvements Project (Engineering No. 16229-119; Oracle No. 14607); and providing an effective date. Please scroll down to view the backup material.
ST. PETERSBURG CITY COUNCIL
Meeting of January 17, 2019
Consent Agenda

TO: The Honorable Charles Gerdes, Chair, and Members of City Council

SUBJECT: A resolution approving the Control Estimate in an amount not to exceed of $5,547,803.43 submitted by Air Mechanical & Service Corp (AMSCO) for construction phase services for the City Hall HVAC Upgrades Project; authorizing the Mayor or his designee to execute the First Amendment to the Construction Manager Contract between the City of St. Petersburg, Florida and AMSCO dated August 25, 2017, to incorporate the above referenced Control Estimate into such contract and modify other necessary provisions; authorizing the City Attorney’s office to make non-substantive changes to the First Amendment; approving a transfer in the amount of $1,446,000 from the General Fund (0001) to the General Capital Improvement Fund (3001), approving a supplemental appropriation in the amount of $1,446,000 from the increase in the unappropriated balance of the General Capital Improvement Fund (3001) resulting from the above transfer to the MOB Repairs and Improvements Project (Engineering No. 16229-119; Oracle No. 14607); and providing an effective date.

EXPLANATION: On August 3, 2017 City Council approved a Construction Manager Contract (“CM Contract”) with Air Mechanical & Service Corp (AMSCO) for preconstruction and construction services for the City Hall HVAC Upgrades project.

The scope of work includes the full replacement of the existing fan coil systems in City Hall with a new central station, variable air volume, air handler units. Also included in the scope is the removal of asbestos, the replacement of the existing roofing and the addition of a solar panel system with structure supports.

Additional scope includes replacing the carpet in offices with carpet tiles, the painting of the corridor walls, replacing light fixtures with LED fixtures, replacing the Council Chamber wall paper, refurbishing seat cushions and frames, installing low-E tint to all existing windows and installing a partition in Conference Room 200.

Control Estimates are construction cost estimates and each estimate package includes a CM allowance. AMSCO shall prepare bid packages and solicit quotes for various scopes of work included in each control estimate package. Once bids are received, any unused savings from final bid pricing will be allocated to the balance in the CM’s Contingency for the City’s authorization prior to release. Any savings in the CM Contingency reverts to the City.

RECOMMENDATION: Administration recommends City Council approve the attached resolution approving a Control Estimate in an amount not to exceed of $5,547,803.43 submitted by Air Mechanical & Service Corp (AMSCO) for construction phase services for the City Hall HVAC Upgrades Project; authorizing the Mayor or his designee to execute the First Amendment to the Construction Manager Contract between the City of St. Petersburg, Florida and AMSCO dated August 25, 2017, to incorporate the above referenced Control Estimate into such contract and modify other necessary provisions; authorizing the City Attorney’s office to make non-substantive changes to the First Amendment; approving a transfer in the amount of $1,446,000 from the General Fund (0001) to the General Capital Improvement Fund (3001), approving a supplemental appropriation in the amount of $1,446,000 from the increase in the unappropriated balance of the General Capital Improvement Fund (3001) resulting from the above transfer to the MOB Repairs and Improvements Project (Engineering No. 16229-119; Oracle No. 14607); and providing an effective date.
COST/FUNDING/ASSESSMENT INFORMATION: The FY19 Adopted budget included a transfer of $10,325,662 from the General Fund into the Downtown Redevelopment District Trust Fund (1105). Subsequent to the budget adoption, the city entered into the First Amendment to the Amended and Restated Interlocal Agreement with Pinellas County with respect to the Intown TIF. One portion of this amended and restated agreement provided that the percentage contribution of annual incremental revenue from both the city and the county to the Intown TIF trust fund be reduced from 95% to 75%. The reduction from 95% to 75% resulted in a decrease in the amount of General Fund transfer or savings of $2,173,824 (see table below). This resolution provides for a transfer in the amount of $1,446,000 from the unappropriated balance in the General Fund (0001), resulting from reduced contribution level, to the General Capital Improvement Fund (3001), and approval of a supplemental appropriation in the amount of $1,446,000 from the increase in the unappropriated balance of the General Capital Improvement Fund (3001) resulting from the above transfer to the MOB Repairs and Improvements Project (Engineering No. 16229-119; Oracle No. 14607). The remaining balance of approximately $727,824 will remain the General Fund for future appropriation.

<table>
<thead>
<tr>
<th>Fiscal Year 2019</th>
<th>First Amendment to The Amended and Restated Interlocal Agreement w/ Pinellas County</th>
<th>Amount Used for City Hall project</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund Transfer</td>
<td>$10,325,662</td>
<td>$8,151,838</td>
<td>$2,173,824</td>
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</tbody>
</table>

ATTACHMENTS: Resolution
Control Estimate

APPROVALS: Administrative
Budget
RESOLUTION NO. 2019--

A RESOLUTION APPROVING THE CONTROL ESTIMATE IN AN AMOUNT NOT TO EXCEED OF $5,547,803.43 SUBMITTED BY AIR MECHANICAL & SERVICE CORP (AMSCO) FOR CONSTRUCTION PHASE SERVICES FOR THE CITY HALL HVAC UPGRADES PROJECT; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE THE FIRST AMENDMENT TO THE CONSTRUCTION MANAGER CONTRACT BETWEEN THE CITY OF ST. PETERSBURG, FLORIDA AND AMSCO DATED AUGUST 25, 2017, TO INCORPORATE THE ABOVE REFERENCED CONTROL ESTIMATE INTO SUCH CONTRACT AND MODIFY OTHER NECESSARY PROVISIONS; AUTHORIZING THE CITY ATTORNEY’S OFFICE TO MAKE NON-SUBSTANTIVE CHANGES TO THE FIRST AMENDMENT; APPROVING A TRANSFER IN THE AMOUNT OF $1,446,000 FROM THE GENERAL FUND (0001) TO THE GENERAL CAPITAL IMPROVEMENT FUND (3001); APPROVING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF $1,446,000 FROM THE INCREASE IN THE UNAPPROPRIATED BALANCE OF THE GENERAL CAPITAL IMPROVEMENT FUND (3001) RESULTING FROM THE ABOVE TRANSFER TO THE MOB REPAIRS AND IMPROVEMENTS PROJECT (ENGINEERING NO. 16229-119; ORACLE NO. 14607); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of St. Petersburg, Florida ("City") and Air Mechanical & Service Corp. ("AMSCO") executed a Construction Manager Contract on August 25, 2017, for AMSCO to provide preconstruction and construction phase services for the City Hall HVAC Upgrades Project ("Project"); and

WHEREAS, following execution of the contract, the City authorized AMSCO to provide preconstruction phase services in an amount not to exceed $33,911; and

WHEREAS, in accordance with the requirements set forth in the contract, AMSCO has submitted the Control Estimate in an amount not to exceed $5,547,803.43 for construction phase services for the Project; and

WHEREAS, funding for the construction phase services will be available after (i) a transfer in the amount of $1,446,000 from the General Fund (0001) to the General Capital Improvement Fund (3001) and (ii) a supplemental appropriation in the amount of $1,446,000 from the increase in the unappropriated balance of the General Capital Improvement Fund (3001) resulting from the above transfer to the MOB Repairs and Improvements Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that the Control Estimate in an amount not to exceed of $5,547,803.43 submitted by Air Mechanical & Service Corp (AMSCO) for construction phase services for the City Hall HVAC Upgrades Project is hereby approved.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute the First Amendment to the Construction Manager Contract between the City of St. Petersburg, Florida and AMSCO dated August 25, 2017, to incorporate the above referenced Control Estimate into such contract and modify other necessary provisions.
BE IT FURTHER RESOLVED that the City Attorney's Office is authorized to make non-substantive changes to the First Amendment.

BE IT FURTHER RESOLVED that there is hereby approved the following transfer for FY19:

General Fund (0001)
General Capital Improvement Fund (3001) $1,446,000

BE IT FURTHER RESOLVED that there is hereby approved from the increase in the unappropriated balance of the General Capital Improvement Fund (3001) resulting from the above transfer, the following supplemental appropriation for FY19:

General Capital Improvement Fund (3001)
MOB Repairs and Improvement Project (14607) $1,446,000

This resolution shall become effective immediately upon its adoption.

APPROVALS:

City Attorney (designee) 00421638

Administration

Budget
PROJECT MANAGEMENT PLAN
UPGRADE - HVAC EQUIPMENT AND ROOFING REPLACEMENT
FOR ST. PETE CITY HALL

AIR MECHANICAL & SERVICE CORP
4311 WEST IDA STREET
TAMPA, FL 33614

DECEMBER 30, 2018
VERSION HISTORY

Procedure for Revisions

The parties requesting the revision will issue a written request to the CM stating the proposed change(s) and the reason(s) for the changes. City of St. Pete, A/E and the CM will review each request. If the proposed revision(s) is approved, the CM will issue the change(s) to all recipients of the manual. A published revision will include:

• A cover memo describing how and where to place the revision in the manual (revision instructions); • A new cover page with revised date; • A revised Table of Contents, if required; • The revised pages of text with revision number and revision date placed at the bottom of the page; and • A side-bar in the right hand margin of the page for changes to the text.

<table>
<thead>
<tr>
<th>Version #</th>
<th>Implemented By</th>
<th>Revision Date</th>
<th>Approved By</th>
<th>Approval Date</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>Aaron Donton</td>
<td>November 30, 2017</td>
<td>&lt;name&gt;</td>
<td>&lt;mm/dd/yy&gt;</td>
<td></td>
</tr>
<tr>
<td>2.0</td>
<td>Aaron Donton</td>
<td>January 29, 2018</td>
<td></td>
<td></td>
<td>Incorporation of Approved Design Schedule, Roofing Scope, Costs &amp; Updates</td>
</tr>
<tr>
<td>3.0</td>
<td>Aaron Donton</td>
<td>February 23, 2018</td>
<td></td>
<td></td>
<td>Incorporation of 75% Roofing Docs, 30% HVAC Replacement Docs, Cost Risks, Estimate &amp; Updates</td>
</tr>
<tr>
<td>4.0</td>
<td>Aaron Donton</td>
<td>September 18, 2018</td>
<td></td>
<td></td>
<td>Incorporation of 75% Roofing Docs, 75% HVAC Replacement Docs, Cost Risks, Estimate, Updates &amp; Project Sponsor Change</td>
</tr>
<tr>
<td>5.0</td>
<td>Aaron Donton</td>
<td>December 21, 2018</td>
<td></td>
<td></td>
<td>Incorporation of 100% Roofing Docs, 100% HVAC Replacement Docs, Cost Risks, Estimate, Updates &amp; Project Sponsor Change</td>
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<tr>
<td>6.0</td>
<td>Aaron Donton</td>
<td>December 30, 2018</td>
<td></td>
<td></td>
<td>Updates in accordance with Project Sponsor comments to Schedule and Control Estimate</td>
</tr>
</tbody>
</table>

AMSCO Version: 12/21/18
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INTRODUCTION
Exhibit A of the AIA Document A134 - 2009 requires that the CM for this project prepare and implement a Project Management Plan (herein known as the PMP or the “Project Management Plan”). The CM (Construction Manager), A/E firms and The City of St. Petersburg have prepared this PMP that provides a framework for the management of the HVAC Equipment Replacement for City Hall project. This PMP defines the details of project management during the preliminary engineering phase of project development, and also provides the framework for managing the subsequent final design, construction, procurement, testing and startup, and revenue service phases. This document outlines the management philosophy, goals and objectives, and organizational structure; defines the responsibilities and roles of project participants; identifies the interactions among project staff and consultants; and specifies the general procedures and management tools that will be implemented to ensure effective project management and successful project completion.

In addition to serving as a clarifying guide for all project participants, this document will serve as a basis for measuring and assessing the project’s performance and consistency with the Plan. As the project advances into preliminary engineering, CM, A/E firms with the support of City of St. Pete, will provide the necessary resources and expertise to allow for proper and effective management of this project. As design and construction work advances and additional procedures are developed, the plan will be updated as needed and appropriate. The development of the PMP will be an evolving process; the PMP will be updated and revised as needed. Per City of St. Pete guidance and A/E Firms, revisions to the PMP will include periodic updates to the plan, especially related to estimates, schedules, recommendations regarding constructability, construction logic, maintenance, phasing and comparisons to achieve budget compliance. At a minimum, the PMP will be updated prior to advancing into the Final Design and Construction phases. The CM will be responsible for the maintenance of and subsequent revisions to the PMP as part of the preliminary engineering phase, with the support of the A/E firms and City of St. Pete.

PROJECT MANAGEMENT APPROACH
The Area Manager, Gus Garza and the Project Manager, Aaron Don ton, has the overall authority and responsibility for managing and executing this project according to this Project Plan and its Subsidiary Management Plans. The project superintendent has the overall authority on site during construction for managing man power, sub-contractors, schedule adherence, project scope, quality verification, safety and overall construction. The project team will consist of personnel from the Construction Management (CM) group, A/E group, Sponsor (Owners) group, and Sub-contractor group’s. The project manager will work with all resources to perform project planning. All project and subsidiary management plans will be reviewed and approved by the project sponsor. All funding decisions will also be made by the project sponsor. Any delegation of approval authority to the project manager should be done in writing and be signed by both the project sponsor and project manager.
The project team will be a matrix in that team members from each organization continue to report to their organizational management throughout the duration of the project. The project manager is responsible for communicating with organizational managers on the progress and performance of each project resource.

**PROJECT SCOPE**

The scope of AMSCO’s City Hall HVAC Equipment Replacement project includes the planning, design, development, testing, and transition of the City Hall HVAC Equipment Replacement. This replacement scope is in accordance with the City of St. Pete’s selection of **OPTION 2B**: in the Engineering Matrix Basis of Design Report. Replacement of existing fan coil systems with new central station, variable air volume, air handler units. New VAV box terminal units would be installed at existing fan coil unit location. Provide new chilled water piping for cooling and new hot water piping for heating. Hot water heating would be provided for 100% outside air handler units and electric heating would be provided for new VAV box terminal units. Also included in this scope is replacement of the existing roofing and the addition of a solar panel system with structural supports. In addition the owner has requested that the following scope items are included; carpet in office replaced with carpet tiles, Corridor walls are painted, floors are stripped and waxed, existing 2x4, 1x4 and 2x2 light fixtures are replaced with LED fixtures, Council Chamber Wall paper is replaced, Council Chamber seat cushions and frames are refurbished, existing windows have low E tint installed, and a new wall constructed in Room 242 to separate the Conference Room from the Kitchen. The scope of this project also includes completion of all documentation, manuals, and training required for the owner to properly maintain and operate the facility. Project completion will occur when the project is 100% operational on the new HVAC system and controls as described above.

Included with scope above is the scope of AMSCO’s City Hall Roofing Replacement project includes the planning, design, development, testing, and transition of the City Hall Roofing Replacement. This replacement scope is in accordance with the City of St. Pete’s design team Renker Eich Park Architects, Master Consulting Engineers, and Engineering Matrix design documents. Roofing replacement consist of thermoplastic polyolefin (TPO) roofing system - Remove and Dispose of existing Built-up roof system down to existing wood roof deck, replace with new Thermoplastic Polyolefin (TPO) Roofing System on the North and south Wings of City Hall. (Approx. 8,500 sq.ft total), clay tile roof system - Remove and Dispose of existing clay tile roof systems, replace with new Clay Tile roof system on the Main Central Roof and the North and south Wings of City Hall (Mansard Locations). (Approx. 12,500 sq-ft total), Replace existing copper flashing with new copper flashing, New roof drains, secondary drain lines, and misc., roof-mounted solar PV array - North Wing location with structure enhancement.

All City Hall Roofing and HVAC Equipment Replacement project management work will be performed internally and no portion of this will be outsourced. The trades required for this project will be advertised for subcontractors to bid and then performed by the lowest qualified subcontractor. The subcontractor’s bids and qualifications will be opened in the presence of the owner and reviewed and approved by the CM and owner.
## MILESTONE LIST

The below chart lists the major milestones for the City Hall HVAC Equipment Replacement Project. This chart is comprised only of major project milestones such as completion of a project phase or gate review. There may be smaller milestones which are not included on this chart but are included in the project schedule and WBS. If there are any scheduling delays which may impact a milestone or delivery date, the project manager must be notified immediately so proactive measures may be taken to mitigate slips in dates. Any approved changes to these milestones or dates will be communicated to the project team by the project manager.

Indicated schedule is based on 100% Unoccupied building approach.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide Project Management Plan</td>
<td>Submit PMP to the city for review and approval.</td>
<td>11/30/2017</td>
</tr>
<tr>
<td>CM Initial Report</td>
<td>Initial evaluation report of proposed design option 2B</td>
<td>1/29/2018</td>
</tr>
<tr>
<td>NTP</td>
<td>Notice to Proceed</td>
<td>1/1/2018</td>
</tr>
<tr>
<td>Kick Off Meeting</td>
<td>A/E to Schedule &amp; Facilitate</td>
<td>02/05/2018</td>
</tr>
<tr>
<td>Complete Requirements Gathering</td>
<td>All requirements for City Hall HVAC Equipment Replacement must be determined to base design upon</td>
<td>01/30/2018</td>
</tr>
<tr>
<td>Complete 30% Design &amp; Review Roofing</td>
<td>30% Complete Design Documents, Review, Budget Estimate, and Value Analysis Report (VAR)</td>
<td>01/22/2018</td>
</tr>
<tr>
<td>Complete 30% Design &amp; Review HVAC</td>
<td>30% Complete Design Documents, Review, Budget Estimate, and Value Analysis Report (VAR)</td>
<td>02/05/2018</td>
</tr>
<tr>
<td>Complete 75% Design Documents Roofing</td>
<td>75% Complete Design Documents, Review, Budget Estimate, and Value Analysis Report (VAR)</td>
<td>02/12/2018</td>
</tr>
<tr>
<td>Complete 75% Design Documents HVAC</td>
<td>75% Complete Design Documents, Review, Budget Estimate, and Value Analysis Report (VAR)</td>
<td>02/26/2018</td>
</tr>
<tr>
<td>Complete 100% Design Documents Roofing</td>
<td>100% Complete Design Documents, Review, Final Estimate, and Value Analysis Report (VAR)</td>
<td>03/26/2018</td>
</tr>
<tr>
<td>Complete 100% Design Documents HVAC</td>
<td>100% Complete Design Documents, Review, Final Estimate, and Value Analysis Report (VAR)</td>
<td>04/09/2018</td>
</tr>
<tr>
<td>Permit Roofing</td>
<td>Submit 100% Design Documents for permitting</td>
<td>10/15/2018</td>
</tr>
<tr>
<td>Permit HVAC</td>
<td>Submit 100% Design Documents for permitting</td>
<td>10/15/2018</td>
</tr>
<tr>
<td>Control Estimate</td>
<td>Provide Control Estimate for Project</td>
<td>12/19/2018</td>
</tr>
<tr>
<td>Advertise and Bid Project</td>
<td>Bid project for Roofing subcontractors</td>
<td>01/07/2019</td>
</tr>
<tr>
<td>Advertise and Bid Project</td>
<td>Bid project for HVAC / Electrical subcontractors</td>
<td>01/07/2019</td>
</tr>
<tr>
<td>Review bids Roofing</td>
<td>Review bids and select Sub-contractors</td>
<td>02/20/2019</td>
</tr>
<tr>
<td>Review bids HVAC / Electrical</td>
<td>Review bids and select Sub-contractors</td>
<td>02/20/2019</td>
</tr>
</tbody>
</table>
Preconstruction & Mobilization Roofing | Preconstruction services, site preparation and construction start | 05/06/2019
Preconstruction & Mobilization HVAC | Preconstruction services, site preparation and construction start | 05/06/2019
Construction Phase Completion Roofing | Complete Construction Based on Owner turning over entire building | 12/03/2019
Construction Phase Completion HVAC | Complete Construction Based on Owner turning over entire building | 12/03/2019
Owner Move In | Owner to move furniture and staff back in. Punch list on going at this time as well. | 12/09/2019
Project Closeout | Complete Punch List, as-builts and close project | 02/02/2020
Project Closeout | Complete Punch List, as-builts and close project | 02/02/2020

**SCHEDULE BASELINE AND WORK BREAKDOWN STRUCTURE**

The WBS for the City Hall HVAC Equipment Replacement Project is comprised of work packages which do not exceed 60 hours of work but are at least 4 hours of work. Work packages were developed through close collaboration among project team members and stakeholders with input from functional managers and research from past projects.

The WBS Dictionary defines all work packages for the City Hall HVAC Equipment Replacement Project. These definitions include all tasks, resources, and deliverables. Every work package in the WBS is defined in the WBS Dictionary and will aid in resource planning, task completion, and ensuring deliverables meet project requirements.

The City Hall HVAC Equipment Replacement Project schedule was derived from the WBS and Project Charter with input from all project team members. The schedule was completed, reviewed by the Project Sponsor, and approved and base-lined. The schedule will be maintained as a MS Project Gantt Chart by the City Hall HVAC Equipment Replacement Project Manager. Any proposed changes to the schedule will follow AMSCO’s change control process. If established boundary controls may be exceeded, a change request will be submitted to the Project Manager. The Project Manager and team will determine the impact of the change on the schedule, cost, resources, scope, and risks. If it is determined that the impacts will exceed the boundary conditions, then the change will be forwarded to the Project Sponsor for review and approval. The City Hall HVAC Equipment Replacement boundary conditions are:

CPI less than 0.8 or greater than 1.2
SPI less than 0.8 or greater than 1.2

If the change is approved by the Project Sponsor, then it will be implemented by the Project Manager who will update the schedule and all documentation and communicate the change to all stakeholders in accordance with the Change Control Process.
The Project Schedule Baseline and Work Breakdown Structure are provided in Appendix A, Project Schedule and Appendix B, Work Breakdown Structure.

**CHANGE MANAGEMENT PLAN (TRACKING CHANGE REPORT, TCR)**

The following steps comprise AMSCO’s organization change control process for all projects and will be utilized on the City Hall HVAC Equipment Replacement project:

1. **Step #1: Identify the need for a change (Any Team Member or Stakeholder)**
   - Requestor will submit a completed AMSCO change request form to the project manager

2. **Step #2: Log change in the change request register (Project Manager)**
   - The project manager will maintain a log of all change requests for the duration of the project

3. **Step #3: Conduct an evaluation of the change (Project Manager, Project Team, Requestor)**
   - The project manager will conduct an evaluation of the impact of the change to cost, risk, schedule, and scope

4. **Step #4: Submit change request to (A/E & Owner)**
   - The project manager will submit the change request and analysis to the A/E & Owner for review

5. **Step #5: A/E & Owner decision**
   - The A/E & Owner will discuss the proposed change and decide whether or not it will be approved based on all submitted information

6. **Step #6: Implement change (Project Manager)**
   - If a change is approved by the A/E & Owner, the project manager will update and re-baseline project documentation as necessary as well as ensure any changes are communicated to the team and stakeholders

Any team member or stakeholder may submit a change request for the City Hall HVAC Equipment Replacement Project. The City Hall HVAC Equipment Replacement Project Sponsor will chair any changes to project scope, cost, or schedule must meet his or her approval. All change requests will be logged in the Tracking Change Report Document by the Project Manager and tracked through to completion whether approved or not.

**COMMUNICATIONS MANAGEMENT PLAN**

This Communications Management Plan sets the communications framework for this project. It will serve as a guide for communications throughout the life of the project and will be updated as communication requirements change. This plan identifies and defines the roles of City Hall HVAC Equipment Replacement project team members as they pertain to communications. It also includes a communications matrix which maps the communication requirements of this project, and communication conduct for meetings and other forms of communication. A project team directory is also included to provide contact information for all stakeholders directly involved in the project.

The Project Manager will take the lead role in ensuring effective communications on this project. The communications requirements are documented in the Communications Matrix below. The
Communications Matrix will be used as the guide for what information to communicate, who is to do the communicating, when to communicate it, and to whom to communicate.

<table>
<thead>
<tr>
<th>Communication Type</th>
<th>Description</th>
<th>Frequency</th>
<th>Format</th>
<th>Participants/Distribution</th>
<th>Deliverable</th>
<th>Owner</th>
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</thead>
<tbody>
<tr>
<td>Weekly Status Report</td>
<td>Email summary of project status</td>
<td>Weekly</td>
<td>Email</td>
<td>Project Sponsor, Team and Stakeholders</td>
<td>Status Report</td>
<td>Project Manager</td>
</tr>
<tr>
<td>Weekly Project Team Meeting</td>
<td>Meeting to review action register and status</td>
<td>Weekly</td>
<td>In Person / Email</td>
<td>Project Team</td>
<td>Updated Action Register</td>
<td>Project Manager</td>
</tr>
<tr>
<td>Project Monthly Review (PMR)</td>
<td>Present metrics and status to team and sponsor</td>
<td>Monthly</td>
<td>In Person / Email</td>
<td>Project Sponsor, Team, and Stakeholders</td>
<td>Status and Metric Presentation</td>
<td>Project Manager</td>
</tr>
<tr>
<td>Project Gate Reviews</td>
<td>Present closeout of project phases and kickoff next phase</td>
<td>As Needed</td>
<td>In Person / Email</td>
<td>Project Sponsor, Team and Stakeholders</td>
<td>Phase completion report and phase kickoff</td>
<td>Project Manager</td>
</tr>
<tr>
<td>Technical Design Review</td>
<td>Review of any technical designs or work associated with the project</td>
<td>As Needed</td>
<td>In Person / Email</td>
<td>Project Sponsor, Team and Stakeholders</td>
<td>Technical Design Package</td>
<td>Project Manager</td>
</tr>
</tbody>
</table>

Project team directory for all communications is:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>E mail</th>
<th>Office Phone</th>
<th>Cell Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jay Lund, AIA</td>
<td>Project Sponsor</td>
<td><a href="mailto:jay.lund@stpete.org">jay.lund@stpete.org</a></td>
<td>727-892-5342</td>
<td></td>
</tr>
<tr>
<td>Neil Connelly</td>
<td>General Manager</td>
<td><a href="mailto:neil@amsco-ac.com">neil@amsco-ac.com</a></td>
<td>813-875-0782</td>
<td>813-363-2482</td>
</tr>
<tr>
<td>Gus Garza</td>
<td>Area Manager</td>
<td><a href="mailto:gus@amsco-ac.com">gus@amsco-ac.com</a></td>
<td>813-875-0782</td>
<td>813-363-2330</td>
</tr>
<tr>
<td>Aaron Donton</td>
<td>Project Manager</td>
<td><a href="mailto:aaron@amsco-ac.com">aaron@amsco-ac.com</a></td>
<td>813-875-0782</td>
<td>813-323-2301</td>
</tr>
<tr>
<td>Ron Curchene</td>
<td>Superintendent</td>
<td><a href="mailto:ron@amsco-ac.com">ron@amsco-ac.com</a></td>
<td>813-875-0782</td>
<td>813-363-2467</td>
</tr>
<tr>
<td>TBD</td>
<td>Superintendent</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
</tr>
<tr>
<td>Richard Headland, AIA</td>
<td>Project Architect</td>
<td><a href="mailto:rheadland@reparch.com">rheadland@reparch.com</a></td>
<td>727-821-2986</td>
<td>727-212-8730</td>
</tr>
<tr>
<td>Greg Bowen, P.E.</td>
<td>Mechanical Engineer</td>
<td><a href="mailto:gregb@engmtx.com">gregb@engmtx.com</a></td>
<td>727-673-4656</td>
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Communications Conduct:

Meetings:
The Project Manager will distribute a meeting agenda at least 2 days prior to any scheduled meeting and all participants are expected to review the agenda prior to the meeting. During all project meetings the timekeeper will ensure that the group adheres to the times stated in the agenda and the recorder will take all notes for distribution to the team upon completion of the meeting. It is imperative that all participants arrive to each meeting on time and all cell phones...
and blackberries should be turned off or set to vibrate mode to minimize distractions. Meeting minutes will be distributed no later than 24 hours after each meeting is completed.

Email:
All email pertaining to the City Hall HVAC Equipment Replacement Project should be professional, free of errors, and provide brief communication. Email should be distributed to the correct project participants in accordance with the communication matrix above based on its content. All attachments should be in one of the organization’s standard software suite programs and adhere to established company formats. If the email is to bring an issue forward then it should discuss what the issue is, provide a brief background on the issue, and provide a recommendation to correct the issue. The Project Manager should be included on any email pertaining to the City Hall HVAC Equipment Replacement Project.

Informal Communications:
While informal communication is a part of every project and is necessary for successful project completion, any issues, concerns, or updates that arise from informal discussion between team members must be communicated to the Project Manager, so the appropriate action may be taken.

COST MANAGEMENT PLAN

The Project Manager will be responsible for managing and reporting on the project’s cost throughout the duration of the project. The Project Manager will present and review the project’s cost performance during the monthly project status meeting. Using earned value calculations, the Project Manager is responsible for accounting for cost deviations and presenting the Project Sponsor with options for getting the project back on budget. All budget authority and decisions, to include budget changes, reside with the City Hall HVAC Equipment Replacement Project Sponsor.

For the City Hall HVAC Equipment Replacement Project, control accounts will be created at the fourth level of the WBS which is where all costs and performance will be managed and tracked. Financial performance of the City Hall HVAC Equipment Replacement Project will be measured through earned value calculations pertaining to the project’s cost accounts. Work started on work packages will grant that work package with 50% credit; whereas, the remaining 50% is credited upon completion of all work defined in that work package. Costs may be rounded to the nearest dollar and work hours rounded to the nearest whole hour.

Cost and Schedule Performance Index (CPI and SPI respectively) will be reported on a monthly basis by the Project Manager to the Project Sponsor. Variances of 10% or +/- 0.1 in the cost and schedule performance indexes will change the status of the cost to yellow or cautionary. These will be reported and if it’s determined that there is no or minimal impact on the project’s cost or schedule baseline then there may be no action required. Cost variances of 20%, or +/- 0.2 in the cost and schedule performance indexes will change the status of the cost to red or critical. These will be reported and require corrective action from the Project Manager in order to bring the cost and/or schedule performance indexes back in line with the allowable variance. Any corrective
actions will require a project change request and be must approved by the CCB before it can be implemented.

Earned value calculations will be compiled by the Project Manager and reported at the monthly project status meeting. If there are indications that these values will approach or reach the critical stage before a subsequent meeting, the Project Manager will communicate this to the Project Sponsor immediately.

**PROCUREMENT MANAGEMENT PLAN**

The Project Manager will provide oversight and management for all procurement activities under this project. Any procurement actions must be approved by the Project Sponsor.

While this project requires minimal or no procurement, in the event procurement is required, the Project Manager will work with the project team to identify all items or services to be procured for the successful completion of the project. The Project Manager will then ensure these procurements are reviewed by the Program Management Office (PMO) and presented to the contracts and purchasing groups. The contracts and purchasing groups will review the procurement actions, determine whether it is advantageous to make or buy the items or resource required services internally, and begin the vendor selection, purchasing and the contracting process.

In the event a procurement becomes necessary, the Project Manager will be responsible for management any selected vendor or external resource. The Project Manager will also measure performance as it relates to the vendor providing necessary goods and/or services and communicate this to the purchasing and contracts groups.

**PROJECT SCOPE MANAGEMENT PLAN**

Scope management for the City Hall HVAC Equipment Replacement Project will be the sole responsibility of the Project Manager. The scope for this project is defined by the Scope Statement, Work Breakdown Structure (WBS) and WBS Dictionary. The Project Manager, Sponsor, and Stakeholders will establish and approve documentation for measuring project scope which includes deliverable quality checklists and work performance measurements.

Proposed scope changes may be initiated by the Project Manager, Stakeholders or any member of the project team. All change requests will be submitted to the Project Manager who will then evaluate the requested scope change. Upon acceptance of the scope change request the Project Manager will submit the scope change request to the Project Sponsor for acceptance. Upon approval of scope changes by the Project Sponsor the Project Manager will update all project documents and communicate the scope change to all stakeholders. Based on feedback and input from the Project Manager and Stakeholders, the Project Sponsor is responsible for the acceptance of the final project deliverables and project scope.
The Project Sponsor is responsible for formally accepting the project’s final deliverable. This acceptance will be based on a review of all project documentation, testing results, and completion of all tasks/work packages and product functionality.

**SCHEDULE MANAGEMENT PLAN**

Project schedules for the City Hall HVAC Equipment Replacement Project will be created using MS Project 2007 or later starting with the deliverables identified in the project’s Work Breakdown Structure (WBS). Activity definition will identify the specific work packages which must be performed to complete each deliverable. Activity sequencing will be used to determine the order of work packages and assign relationships between project activities. Activity duration estimating will be used to calculate the number of work periods required to complete work packages. Resource estimating will be used to assign resources to work packages in order to complete schedule development.

Once a preliminary schedule has been developed, it will be reviewed by the project team and any resources tentatively assigned to project tasks. The project team and resources must agree to the proposed work package assignments, durations, and schedule. Once this is achieved the project sponsor will review and approve the schedule and it will then be base lined.

In accordance with AMSCO’s organizational standard, the following will be designated as milestones for all project schedules:

- Completion of scope statement and WBS/WBS Dictionary
- Base lined project schedule
- Approval of final project budget
- Project kick-off
- Approval of roles and responsibilities
- Requirements definition approval
- Completion of data mapping/inventory
- Project implementation
- Acceptance of final deliverables

Roles and responsibilities for schedule development are as follows:

The project manager will be responsible for facilitating work package definition, sequencing, and estimating duration and resources with the project team. The project manager will also create the project schedule using MS Project 2007 and validate the schedule with the project team, stakeholders, and the project sponsor. The project manager will obtain schedule approval from the project sponsor and baseline the schedule.

The project team is responsible for participating in work package definition, sequencing, duration, and resource estimating. The project team will also review and validate the proposed schedule and perform assigned activities once the schedule is approved.
The project sponsor will participate in reviews of the proposed schedule and approve the final schedule before it is baseline.

The project stakeholders will participate in reviews of the proposed schedule and assist in its validation.

Quality Management Plan

All members of the City Hall HVAC Equipment Replacement Project team will play a role in quality management. It is imperative that the team ensures that work is completed at an adequate level of quality from individual work packages to the final project deliverable. The following are the quality roles and responsibilities for the City Hall HVAC Equipment Replacement Project:

The Project Sponsor is responsible for approving all quality standards for the City Hall HVAC Equipment Replacement Project. The Project Sponsor will review all project tasks and deliverables to ensure compliance with established and approved quality standards. Additionally, the Project Sponsor will sign off on the final acceptance of the project deliverable.

The Project Manager is responsible for quality management throughout the duration of the project. The Project Manager is responsible for implementing the Quality Management Plan and ensuring all tasks, processes, and documentation are compliant with the plan. The Project Manager will work with the project’s quality specialists to establish acceptable quality standards. The Project Manager is also responsible for communicating and tracking all quality standards to the project team and stakeholders.

The Quality Specialists are responsible for working with the Project Manager to develop and implement the Quality Management Plan. Quality Specialists will recommend tools and methodologies for tracking quality and standards to establish acceptable quality levels. The Quality Specialists will create and maintain Quality Control and Assurance Logs throughout the project.

The remaining member of the project team, as well as the stakeholders will be responsible for assisting the Project Manager and Quality Specialists in the establishment of acceptable quality standards. They will also work to ensure that all quality standards are met and communicate any concerns regarding quality to the Project Manager.

Quality control for the City Hall HVAC Equipment Replacement Project will utilize tools and methodologies for ensuring that all project deliverables comply with approved quality standards. To meet deliverable requirements and expectations, we must implement a formal process in which quality standards are measured and accepted. The Project Manager will ensure all quality standards and quality control activities are met throughout the project. The Quality Specialists will assist the Project Manager in verifying that all quality standards are met for each deliverable. If any changes are proposed and approved by the Project Sponsor and A/E, the Project Manager is responsible for communicating the changes to the project team and updating all project plans and documentation.
Quality assurance for the City Hall HVAC Equipment Replacement Project will ensure that all processes used in the completion of the project meet acceptable quality standards. These process standards are in place to maximize project efficiency and minimize waste. For each process used throughout the project, the Project Manager will track and measure quality against the approved standards with the assistance of the Quality Specialists and ensure all quality standards are met. If any changes are proposed and approved by the Project Sponsor and A/E, the Project Manager is responsible for communicating the changes to the project team and updating all project plans and documentation.

**RISK MANAGEMENT PLAN**

The approach for managing risks for the City Hall HVAC Equipment Replacement Project includes a methodical process by which the project team identifies, scores, and ranks the various risks. Every effort will be made to proactively identify risks ahead of time in order to implement a mitigation strategy from the project’s onset. The most likely and highest impact risks were added to the project schedule to ensure that the assigned risk managers take the necessary steps to implement the mitigation response at the appropriate time during the schedule. Risk managers will provide status updates on their assigned risks in the bi-weekly project team meetings, but only when the meetings include their risk’s planned timeframe.

Upon the completion of the project, during the closing process, the project manager will analyze each risk as well as the risk management process. Based on this analysis, the project manager will identify any improvements that can be made to the risk management process for future projects. These improvements will be captured as part of the lessons learned knowledge base.

**RISK REGISTER**

The Risk Register for this project is provided in Appendix C, Risk Register.

**STAFFING MANAGEMENT PLAN**

The City Hall HVAC Equipment Replacement Project will consist of a matrix structure with support from various internal organizations. All work will be performed internally. Staffing requirements for the City Hall HVAC Equipment Replacement Project include the following:

CM Area Manager (1 position) – responsible for all management for the City Hall HVAC Equipment Replacement Project. The Area Manager is responsible for overall planning, creating, and/or managing all work activities, variances, tracking, reporting, communication, performance evaluations, staffing, and internal coordination with functional managers.

CM Project Manager (1 position) – responsible for all management for the City Hall HVAC Equipment Replacement Project. The Project Manager is responsible for planning, creating,
and/or managing all work activities, variances, tracking, reporting, communication, performance evaluations, and internal coordination with functional managers.

CM Superintendent (1 position) – responsible for oversight of all construction tasks for the City Hall HVAC Equipment Replacement Project as well as ensuring functionality is compliant with quality standards. Responsible for working with the Project Manager to create work packages, manage risk, manage schedule, identify requirements, staffing, and create reports.

The Project Manager will negotiate with all necessary AMSCO functional managers in order to identify and assign resources for the City Hall HVAC Equipment Replacement Project. All resources must be approved by the appropriate functional manager before the resource may begin any project work. The project team will not be co-located for this project and all resources will remain in their current workspace.

**Control Estimate**

The cost model for the City Hall HVAC Equipment Replacement project includes all budgeted costs for the successful completion of the project. Costs indicated below are based on the Unoccupied approach.

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<tr>
<th>Project Phase</th>
<th>Budgeted Total</th>
<th>Comments</th>
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<tbody>
<tr>
<td>General Conditions</td>
<td>$ 277,704.48</td>
<td>Includes work hours for all project team members for planning project, dumpsters, portlets, permitting, crane, lull, Supervision, Temporary Labor, Floor Protection &amp; storage containers / office trailer.</td>
</tr>
<tr>
<td>Construction Roofing</td>
<td>$ 474,309.70</td>
<td>Includes all materials and labor hours for Construction of City Hall Roofing Replacement</td>
</tr>
<tr>
<td>Alternate 1 - 1 Square of 1x6 Roof Deck</td>
<td>$ 750.00 per square</td>
<td>Added cost for replacement of bad roof decking.</td>
</tr>
<tr>
<td>Electrical, Solar Panel &amp; Structural Supports</td>
<td>$ 232,455.25</td>
<td>Includes all required labor and materials for installation of the solar panel system and structural supports.</td>
</tr>
<tr>
<td>Hurricane Strapping</td>
<td>$ 57,500.00</td>
<td>Material &amp; Labor to install hurricane straps on existing wood joist. Includes removal of batt insulation and reinstallation to allow for hurricane straps to be installed.</td>
</tr>
<tr>
<td>Scaffolding Roofing</td>
<td>$ 116,200.00</td>
<td>Includes all labor and material to furnish scaffolding on all sides of the building with Spanish tile to protect public and workers.</td>
</tr>
</tbody>
</table>
### Roof Drains & Piping
- **Cost**: $9,198.30
- **Description**: Includes all labor and material to furnish and install the roof drains and piping as indicated on permit documents.

### Construction HVAC
- **Cost**: $2,445,702.63
- **Description**: Includes all required scope for Construction of City Hall HVAC Equipment Replacement dumpsters, portlets, permitting, crane, lull, & storage containers / office trailer.

### Additional Scope Items
- **Carpet Tiles**
  - **Cost**: $172,490.00
  - **Description**: New carpet tiles in offices

- **Paint Corridor Walls**
  - **Cost**: $10,598.00
  - **Description**: Paint Corridor Walls Only

- **Floor Waxing**
  - **Cost**: $16,155.10
  - **Description**: Strip & Wax Floors Only

- **LED Light Fixtures**
  - **Cost**: $150,171.32
  - **Description**: Replacement of 2x4, 2x2 & 1x4 Only

- **Council Chambers Wall Paper**
  - **Cost**: $15,042.00
  - **Description**: Recessed Wall Areas Only

- **Council Chambers Seating**
  - **Cost**: $32,856.00
  - **Description**: Re-upholster Cushions

- **Council Chambers Seating Frames**
  - **Cost**: $9,000.00
  - **Description**: Re-Finish Frames with Powder Coat

- **Low E Window Tint**
  - **Cost**: $50,400.00
  - **Description**: Install low E window tint on all windows

- **Construct Wall Room 242**
  - **Cost**: $5,015.00

- **Controls**
  - **Cost**: $358,114.00
  - **Description**: Building Automation Controls

- **Commissioning**
  - **Cost**: $00,000.00
  - **Description**: This was eliminated under VE measures.

- **Testing Adjusting and Balancing**
  - **Cost**: $54,000.00
  - **Description**: Includes all work hours for Testing Adjusting & Balancing of City Hall HVAC Equipment Replacement

- **CM Contingency**
  - **Cost**: $462,290.35
  - **Description**: 10% of Construction Costs

- **Hard Costs (Asbestos Abatement)**
  - **Cost**: $000.00
  - **Description**: Abatement of existing ceiling and ductwork insulation. Costs carried by City and Not Included in Control Estimate

- **CM Fees**
  - **Cost**: $285,251.05
  - **Description**: Construction Manager Fees

- **Bond Costs**
  - **Cost**: $55,350.15
  - **Description**: Costs for Performance Payment Bond

### Total Project Cost
- **Cost**: $5,547,803.43
- **Description**: Includes all Owner, Roofing, Solar Panel, Structural and HVAC scope Costs.
QUALITY BASELINE

The City Hall HVAC Equipment Replacement Project must meet the quality standards established in the quality baseline. The quality baseline is the baseline which provides the acceptable quality levels of the City Hall HVAC Equipment Replacement Project. The HVAC systems must meet or exceed the quality baseline values in order to achieve success.

<table>
<thead>
<tr>
<th>Item</th>
<th>Acceptable Level</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Performance Verified by Test and Balance &amp; Engineer</td>
<td>At least 90% of total air or water flow and capacities listed</td>
<td></td>
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<tr>
<td>Commissioning Verification in accordance code requirements only</td>
<td>Commissioning Check lists and Performance Checks pass</td>
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<tr>
<td>Occupant Comfort and Space Conditions are Achieved</td>
<td>Occupants are Comfortable and space temperature is 75 degrees at 50% relative humidity</td>
<td></td>
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<tr>
<td>Building spaces are damage free and clean</td>
<td>No visual damage and spaces are ready for occupants to return</td>
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</table>

The City Hall Roofing Replacement Project must meet the quality standards established in the quality baseline. The quality baseline is the baseline which provides the acceptable quality levels of the City Hall Roofing Replacement Project. The roofing & solar systems must meet or exceed the quality baseline values in order to achieve success.

<table>
<thead>
<tr>
<th>Item</th>
<th>Acceptable Level</th>
<th>Comments</th>
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<tbody>
<tr>
<td>Roofing system free of any defects, leaks and approved by Mfg. and Design team.</td>
<td>100% leak free and no defects</td>
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<tr>
<td>Solar system installed and accepted by Mfg. &amp; design team. Producing anticipated power output as indicated in design documents</td>
<td>System output is checked and verified. System free of any defects.</td>
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</table>

SPONSOR ACCEPTANCE
Approved by the Project Sponsor:

___________________________________________  Date: ___________________

Jay Lund, AIA
Engineering & Capital Improvements
TRACKING CHANGE REPORT DOCUMENT (TCR)
UPGRADE & REPLACEMENT OF HVAC EQUIPMENT
FOR ST. PETE CITY HALL

AIR MECHANICAL & SERVICE CORP
4311 WEST IDA STREET
TAMPA, FL 33614

SEPTEMBER 18, 2018
# Table of Contents

- **Introduction** .................................................................................................................. 3
- **Explanation of Tracking Change Report Document Contents** ........................................ 3
- **Sample Tracking Change Report Document** ................................................................. 4
- **Sample Tracking Change Request Document** ............................................................... 6
INTRODUCTION
This Tracking Change Report Document has been created by Air Mechanical & Service Corp (AMSCO) St. Petersburg City Hall HVAC Upgrade & Replacement Project Team to proactively identify, document, manage, and resolve risks throughout the project’s lifecycle. This document will serve as a repository for recording, updating, and tracking changes to more easily communicate the identified changes and their statuses. The Tracking Change Report Document will be updated weekly or as a status changes. It will also be communicated to all stakeholders in accordance with the St. Petersburg City Hall HVAC Upgrade & Replacement Project’s version control process (see Communications Management Plan).

EXPLANATION OF TRACKING CHANGE REPORT DOCUMENT CONTENTS
This section will provide explanations for each section of the Tracking Change Report Document.

Issue #: Each issue will be sequentially numbered for reference and tracking purposes.

Issue Description: A description of each change to include what the potential impact will be and what part of the project or system will be affected.

Issue Type: Identify the type of change that has been identified. Change types are: Allowances, Sub-Back Charge, CM Contingency, Owner Special Allowance, RFI, Concealed Condition, Owner Change Request—those which fall outside of the organization. This categorization aids in assigning an issue owner.

Identified By: Provide the name(s) of the person/people who identified the change. This is helpful in the event more clarification is needed as the change is assigned or moves toward resolution.

Date Identified: Listing the date the change was identified aids in tracking the change and determining the amount of time the change is taking to get resolved.

Issue Assigned To: List the name of the person responsible for resolving the change. This person may or may not be the individual to implement a solution. However, this person is responsible for ensuring the change gets resolved.

Targeted Resolution Date: The target deadline for resolving the identified change.

Priority: Each change will be assigned a priority. This helps the team focus resources on the highest impact change when there are cost, time, or resource constraints.

Status: Each change’s status will be updated throughout the resolution process. As this is a living document, each change’s status should be updated as any changes occur.
Date Resolved: This section will list the date the change is resolved.

Resolution Description: This section will describe what was done to resolve the identified change.

**TRACKING CHANGE REPORT DOCUMENT**

Tracking Change Report Document can be seen on the following page.
<table>
<thead>
<tr>
<th>Change #</th>
<th>Change Description</th>
<th>Change Type (Allowances, Sub-Back Charge, CM Contingency, Owner Special Allowance, RFI, Concealed Condition, Owner Change Request, Schedule)</th>
<th>Identified By</th>
<th>Date Identified</th>
<th>Issue Assigned To</th>
<th>Targeted Resolution Date</th>
<th>Priority (High, Medium, Low)</th>
<th>Status</th>
<th>Date Resolved</th>
<th>Resolution Description</th>
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# Tracking Change Request Form

<table>
<thead>
<tr>
<th>Change Request</th>
<th>Date:</th>
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<tbody>
<tr>
<td><strong>Project:</strong> UPGRADE &amp; REPLACEMENT OF HVAC EQUIPMENT &amp; ROOFING FOR ST. PETE CITY HALL</td>
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<tr>
<th>Change Requestor:</th>
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<th>Describe the Change Being Requested:</th>
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<th>Describe the Reason for the Change:</th>
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<th>Describe all Alternatives Considered:</th>
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<th>Describe any Technical Changes Required to Implement this Change:</th>
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<th>Describe Risks to be Considered for this Change:</th>
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<th>Estimate Resources and Costs Needed to Implement this Change:</th>
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<th>Describe the Implications to Quality:</th>
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<th>Justification of Approval, Rejection, or Deferral:</th>
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SPONSOR ACCEPTANCE

Approved by the Project Sponsor:

_________________________________________ Date: ________________
Jay Lund, AIA
Engineering & Capital Improvements
### Project Risk Register

**St. Pete City Hall Upgrade HVAC Equipment Replacement**

**Appendix C**

<table>
<thead>
<tr>
<th>Risk Identification</th>
<th>Qualitative Rating</th>
<th>Risk Response</th>
<th>Trigger</th>
<th>Risk Owner</th>
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<tbody>
<tr>
<td><strong>Hurricane Strapping</strong></td>
<td>Budget</td>
<td>Probability: 10 Impact: 1</td>
<td>Risk Score: 10</td>
<td>Risk Response: Increase in Budget Costs</td>
</tr>
<tr>
<td><strong>Replacement of Damaged 2x6 Members</strong></td>
<td>Budget</td>
<td>Probability: 5 Impact: 1</td>
<td>Risk Score: 5</td>
<td>Risk Response: Potential Increase in Budget Costs</td>
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<tr>
<td><strong>Lighting Replacement with LED fixtures 1x4, 2x2 and 2x4</strong></td>
<td>Budget</td>
<td>Probability: 10 Impact: 1</td>
<td>Risk Score: 10</td>
<td>Risk Response: Increase in Budget Costs</td>
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<tr>
<td><strong>Historical Review Requirements</strong></td>
<td>Budget</td>
<td>Probability: 5 Impact: 1</td>
<td>Risk Score: 5</td>
<td>Risk Response: Any Requirements Above the included scope of work</td>
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<td><strong>Existing Lighting DC Panel</strong></td>
<td>Budget</td>
<td>Probability: 10 Impact: 10</td>
<td>Risk Score: 100</td>
<td>Risk Response: Increase in Budget Costs</td>
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<tr>
<td><strong>TPO 80 Mil over 60 Mil</strong></td>
<td>Budget</td>
<td>Probability: 5 Impact: 5</td>
<td>Risk Score: 25</td>
<td>Risk Response: Budget Carries 80 Mil TPO. Will be budget increase for 60 Mil</td>
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<tr>
<td><strong>30 year warranty over 20 year warranty</strong></td>
<td>Budget</td>
<td>Probability: 5 Impact: 5</td>
<td>Risk Score: 25</td>
<td>Risk Response: Potential Increase in Budget Costs</td>
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<tr>
<td><strong>Strip and reseal terrazzo flooring</strong></td>
<td>Budget</td>
<td>Probability: 10 Impact: 10</td>
<td>Risk Score: 100</td>
<td>Risk Response: Increase in Budget Costs</td>
</tr>
<tr>
<td><strong>LED Upgrades to existing light fixtures other than 1x4, 2x4 and 2x2</strong></td>
<td>Budget</td>
<td>Probability: 10 Impact: 8</td>
<td>Risk Score: 80</td>
<td>Risk Response: Budget only carriers replacing of the 1x4, 2x4 and 2x2 so Increase in Budget Costs</td>
</tr>
</tbody>
</table>

#### Key Terms

**Risk Category**: Categorization of risks by area of project affected, source of risk or other useful category.

**Probability**: The likelihood that a risk or opportunity will occur (on a scale from 0 to 10 with 10 being the highest).

**Impact**: The impact of the risk on the project if the risk occurs (scale from 0 to 10 with 10 being the highest).

**Risk Score**: Determined by multiplying probability and impact (scale from 0 to 100).

**Risk Ranking**: A priority list which is determined by the relative ranking of the risks (by their scores) within the project with the number one being the highest risk score.

**Trigger**: Something which indicates that a risk is about to occur or has already occurred.

**Risk Owner**: The person who the project manager assigns to watch for triggers, and manage the risk response if the risk occurs.
The following page(s) contain the backup material for Agenda Item: Approving an agreement between the City of St. Petersburg and WestCare GulfCoast-Florida, Inc. ("Agency") to provide funding in the amount of $150,000 for services and operating expenses for residential substance abuse treatment for St. Petersburg residents for the period October 1, 2018 through September 30, 2019; authorizing the Mayor or his designee to execute the agreement; and providing an effective date.

Please scroll down to view the backup material.
TO: The Honorable Charlie Gerdes, Chair, and Members of City Council

SUBJECT: A resolution approving an agreement between the City of St. Petersburg and WestCare GulfCoast-Florida, Inc. ("Agency") to provide funding in the amount of $150,000 for services and operating expenses for residential substance abuse treatment for St. Petersburg residents for the period October 1, 2018 through September 30, 2019; authorizing the Mayor or his designee to execute the agreement; and providing an effective date.

EXPLANATION: The City has expressed a desire to utilize a portion of its available funds to assist organizations that provide community services within Pinellas County. WestCare GulfCoast-Florida, Inc. ("Agency") is a voluntary, non-profit corporation which is open to the public and dedicated to a valid public purpose. This resolution authorizes funding in the amount of $150,000 for services and operating expenses for residential substance abuse treatment for St. Petersburg residents at WestCare’s Davis Bradley Community Involvement Center for the period October 1, 2018 through September 30, 2019.

The Davis Bradley Community Involvement Center is a 24/7 program, which will provide professional substance abuse treatment services, housing, meals and case-management for homeless individuals for 60-90 days. Referrals will primarily be from A Turning Point emergency homeless shelter; which provides for a voluntary 30-day residency. This funding will allow for an extended stay for individuals who require additional treatment. Referrals will be limited to St. Petersburg residents, who have low to no income at the time of intake and who are not receiving treatment.

For FY 2019, the City approved funding of $150,000 for WestCare GulfCoast-Florida, Inc. The $150,000 in funding for FY2019 will be utilized by the agency for services and operational cost for serving approximately 48 individuals for an average 60-day residency at the Davis Bradley Community Involvement Center.

COST/FUNDING/ASSESSMENT INFORMATION: Funds for WestCare GulfCoast-Florida, Inc. have been previously appropriated in the General Fund (0001), Veterans, Social and Homeless Services Department (080-2327)

ATTACHMENTS: Resolution

APPROVALS: 

Administrative

Budget
Resolution No. 2019-______

A RESOLUTION APPROVING FUNDING IN AN AMOUNT NOT TO EXCEED $150,000 FOR WESTCARE GULFCOAST-FLORIDA, INC. TO PROVIDE PROFESSIONAL SUBSTANCE ABUSE TREATMENT AND RELATED SERVICES FOR THE PERIOD COMMENCING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE THE CITY'S FORM GRANT AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City desires to utilize a portion of its available funds to assist organizations that provide community services within Pinellas County; and

WHEREAS, WestCare GulfCoast-Florida, Inc. ("WestCare") is a voluntary, non-profit corporation which is open to the public and dedicated to a valid public purpose; and

WHEREAS, WestCare's Davis Bradley Community Involvement Center is a 24/7 program, which will provide professional substance use treatment services, housing, meals and case management for homeless individuals and other St. Petersburg low-income residents for 60-90 days; and

WHEREAS, funding in the amount of $150,000 for the program is available in the Fiscal Year 2019, Veterans, Social and Homeless Services Department budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida, that funding in an amount not to exceed $150,000 for WestCare GulfCoast-Florida, Inc. to provide professional substance abuse treatment and related services for the period commencing October 1, 2018 and ending September 30, 2019 is hereby approved.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute the City's form grant agreement and all other documents necessary to effectuate this transaction.

This resolution shall become effective immediately upon its adoption.

APPROVED:

[Signature]
Legal Department
00421896
The following page(s) contain the backup material for Agenda Item: Requesting City Council pass the attached resolution supporting SB 70 and other proposed legislation which would safeguard Florida’s affordable housing trust fund. (Councilmember Gabbard)
Please scroll down to view the backup material.
TO: Members of City Council

DATE: January 7, 2019

COUNCIL DATE: January 17, 2019

RE: Resolution to Support SB 70

ACTION DESIRED:

Respectfully requesting City Council pass the attached resolution supporting SB 70 and other proposed legislation which would safeguard Florida’s affordable housing trust fund.

Attachment

Brandi Gabbard
Council Member, District 2
A RESOLUTION SUPPORTING SB 70 AND ANY OTHER PROPOSED LEGISLATION TO SAFEGUARD THE AFFORDABLE HOUSING TRUST FUND TO BE USED ONLY FOR AFFORDABLE HOUSING; INSTRUCTING THE CITY CLERK TO TRANSMIT THIS RESOLUTION TO CERTAIN PERSONS AND ENTITIES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida has the third highest homeless population in the nation, and 31 percent of all homeowners in Florida and 18 percent of all renters spend more than 50 percent of their income on housing; and

WHEREAS, the purpose of affordable housing is to increase the supply of safe, affordable housing for individuals and families with very low to moderate incomes; and

WHEREAS, Florida’s affordable housing trust is funded by the Sadowski Act which established documentary stamp tax revenues as a funding source for Florida’s affordable housing programs, including the State Apartment Incentive Loan (SAIL) program and the State Housing Initiatives Partnership (SHIP) program; and

WHEREAS, the Sadowski Act does not safeguard affordable housing trust dollars from being repurposed, making the fund a target for legislators looking to fund other items; and

WHEREAS, Section 215.32, Fla. Stat., grants authority to the State Legislature to transfer unappropriated cash balances from state trust funds to either the General Revenue Fund or Budget Stabilization Fund; and

WHEREAS, since 2001, the State Legislature has transferred over $2 billion from the affordable housing trust fund to the General Revenue Fund or Budget Stabilization Fund; and

WHEREAS, raiding the affordable housing trust fund year after year will diminish its effectiveness for years; and

WHEREAS, proposed legislation SB 70 has been filed for consideration during the 2019 session of the Florida Legislature and proposes to safeguard the affordable housing trust fund by restricting the use of the funds in the State Housing Trust Fund and the Local Government Housing Trust Fund; and

WHEREAS, proposed legislation SB 70 seeks to prevent sweeping Florida affordable housing trust dollars to fund unrelated budget items or deficits; and

WHEREAS, affordable housing trust funds are vital to the City of St. Petersburg in its comprehensive efforts to assist the citizens of St. Petersburg by increasing the supply of safe, affordable housing for individuals and families with very low to moderate incomes and in combatting homelessness.
NOW, THEREFORE BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that City Council urges the Florida Legislature to support SB 70 and any other proposed legislation which would safeguard the affordable housing trust fund to ensure that affordable housing funds are used only for affordable housing.

BE IT FURTHER RESOLVED that this Council hereby instructs the City Clerk to transmit a copy of this Resolution to the Senate President, the House Speaker and the Pinellas County Delegation.

This Resolution shall become effective immediately upon its adoption.

Approved as to form and content:

[Signature]
City Attorney (designee)
The following page(s) contain the backup material for Agenda Item: Budget, Finance & Taxation Committee (1/10/19)
Please scroll down to view the backup material.
Present: Ed Montanari, Chair, Charlie Gerdes, Vice Chair, Amy Foster, Gina Driscoll and Darden Rice (alternate)

Also: Council Member Brandi Gabbard; Chief Assistant City Attorney, Jeannine Williams; Assistant City Administrator, Tom Greene; Grants Officer, Shrimatee Ojah-Maharaj; Sustainability and Resiliency Director, Sharon Wright; Legislative Aide, Kewa Wright; Senior Deputy City Clerk, Cathy E. Davis

Selection of Chair and Vice Chair

CM Gerdes nominated CM Montanari as Chair. All were in favor of the nomination. CM Foster nominated CM Gerdes as Vice Chair. All were in favor of the nomination.

Introductory Discussion on the Potential of Business Cooperative Developments

CM Rice introduced Judith Turner, CEO of Florida Cooperative Empowered Economic Development Corporation to provide the committee with an overview of her presentation.

Ms. Turner began her presentation by sharing how cooperative business development can be included in the City’s economic and business development plan and budget and can help address gaps and opportunities the private sector typically does not address. The People’s Budget Review (PBR) surveyed the community to determine how the residents would like to see the City’s budget used, and as result of the survey, cooperative economics and cooperative business development, with an emphasis on the grocery co-op was a growing need.

A cooperative business is democratically owned and is controlled by the people who use or create its services. Based on a 10-year study, co-ops have a 62% survival rate after 5 years and a 44% survival rate after 10 years compared to traditional businesses. Co-ops are anchored in community and rooted locally. Based on a study by the Industrial Cooperative Association (ICA Group), food cooperatives have a multiplier effect of 1.6, compared to 1.36 for conventional grocery stores. That means, for every $1,000 a shopper spends at their local food co-op, $1,604 dollars is generated back in their local economy.

According to a report released in May of 2018 by the National Center for Employee Ownership (NCEO), worker co-ops keeps up to 3x wealth circulating locally, thus helping more people share in the benefits of economic growth. Some statistics from the NCEO report include:

- A reduction in income inequality
- Employee owners earn 33% higher wages than non-employee owners
- Employee owners have a household net worth that is 92% higher than non-employee owners
- Employee owners are 75% less likely to be laid off
- Employee owners have double retirement savings of non-employee owners
• Statistically better capitalized than conventional firms
• Extend entrepreneurship opportunities to many without capital or resources to start a new business alone

On August 13, 2018, the Main Street Employee Ownership Act was signed into law. This was the first legislation in support of employee ownership in over two decades and was introduced by Senator Gillibrand.

Ms. Turner highlighted other cities that are supporting cooperative businesses and the type of cooperatives formed. They include the following:

• Cleveland, OH – Evergreen Cooperative
• Oakland CA and Berkley, CA – Worker Cooperative Ordinance
• Madison, WI – Group Health Cooperative
• Miami, FL – Worker Owned Cooperative

Ms. Turner is requesting $250k in funding to support cooperative business development.

Following the presentation was questions and discussion from the committee

CM Driscoll made a motion to refer the Business Cooperative Development discussion to the Committee of the Whole. All were in favor of the motion.

FY 18 4th Quarterly Grants Report

Ms. Ojah-Maharaj provided the committee with an overview of FY18 4th Quarter Grants Report (July 1, 2018 – September 1, 2018). In the 4th quarter, the City received eight grants totaling approximately $3,090,470. Compared to the period in 2017, the City received five grants totaling $2,351,099. Overall the City received 34 grants in FY18 totaling $12,986,638 compared to FY2017, the city received $10,632,447. Some of the major grants received during the 4th quarter include:

• Foundation for a Healthy St. Petersburg, Health in All Policies ($148,471)
• FDOT, Tampa/St. Petersburg Ferry ($438,131)
• FDOT/Univ. of North Florida, Jacksonville, High Visibility for Enforcement for Pedestrian and Safety campaign ($75,302)
• Dept. of Justice/Pinellas County, Edwards Byrnes Memorial Justice Assistance Grant ($111,771)
• JWB, TASCO and Youth Services ($2,088,773)
• Florida Dept. of Health, Childcare Food Program ($210,123)

The Grants Working Group reviewed 35 proposals and applied for 31 grants. Of those 31 grants, the City received 12, is awaiting the results on five and did not receive 14.

The following are grants that was submitted by the Transportation and Parking Management Department:
• FDOT for the 9th Avenue North Complete Streets Program
• Forward Pinellas for 22nd Avenue South Complete Streets
• Forward Pinellas for 18th Avenue South Complete Streets Study

The following are grants that was submitted by the Engineering and Capital Improvements Department:

• FEMA, Pre-disaster Mitigation for the Central Yacht Basin Seawall
• FEMA, Pre-disaster Mitigation for the North Yacht Basin Seawall

The following are the status of grants submitted:

• Library Department: FEMA Disaster Preparedness for a Generator. Recommended for Approval
• Fire Rescue Department FEMA Disaster Preparedness for a Generator for the FR Headquarters. Recommended for Approval
• Engineering and Capital Improvements Department: US DOT. FY18 National Infrastructure Investments BUILD Planning grant for the Snell Isle Bridge. Did Not Receive

Ms. Ojah-Maharaj highlighted a few grants that were received for FY19 Quarter 1 and will provide a full report when she presents the FY19 Quarter 1 Grants Report at a later meeting.

Following the report, the committee asked questions and discussed the report.

The meeting adjourned at 9:12 am
The following page(s) contain the backup material for Agenda Item: Public Services & Infrastructure Committee (1/10/19)
Please scroll down to view the backup material.
City of St. Petersburg
Public Services & Infrastructure Committee
January 10, 2019 Meeting Minutes
City Hall - Room 100

Present: Committee Members – Committee Chair Steve Kornell, Committee Vice-Chair Ed Montanari, Council Chair Charlie Gerdes, Council Member Amy Foster, and Council Member Lisa Wheeler-Bowman (Alternate)

Also Present: Council Member Brandi Gabbard, Council Member Gina Driscoll, Deputy Mayor/City Administrator Dr. Kanika Tomalin, Assistant City Administrator Tom Greene, City Attorney Jackie Kovilaritch, and Assistant City Attorney Derrill Mcateer

Support Staff: Jayne Ohlman - City Council Legislative Aide

1. Call to Order – 9:25 AM
2. Approval of Agenda – CM Foster moved approval, all members voted in favor.
3. Election of Committee Chair and Vice-Chair – Chair Gerdes nominated Council Member Kornell for committee chair, all members voted in favor. Chair Gerdes nominated Council Member Montanari as committee vice-chair, all members voted in favor.
4. Approval of December 13, 2018 Minutes – CM Montanari moved approval, all members voted in favor.

New Business for January 10, 2019


Water Resources Director, John Palenchar, was joined by Public Works Administrator Claude Tankersley to present the committee with an update on the 57 recommendations that were identified by LA Consulting in the 2017 Water Resources Department Management Evaluation. Mr. Palenchar explained that the 57 recommendations are organized into five categories, general, planning, organizational, directing/scheduling, and controlling/improving. Mr. Palenchar stated that the department has completed the first year of what is likely to be a three-year plan and is on track to be over 50% completed by next year.

Mr. Palenchar explained that one of the major priorities derived from the management evaluation is the goal to secure accreditation from the American Public Works Association (APWA). Not only will an APWA accreditation define and improve the process of the City’s Public Works but the accreditation will also promote credibility with the public. The estimated completion date for the APWA accreditation process is December 2019.

Chair Gerdes inquired how the staff has received the changes that have been implemented as a result of the management evaluation and Mr. Palenchar responded that although some changes are more difficult to embrace than others, the water resources staff is as dedicated as they are resilient.
In referencing the recommendation titled “Discontinue Use of WAM for Environmental Compliance Division” (4.1.8), CM Montanari asked for clarification as to why the department had chosen to defer that recommendation. Mr. Palenchar responded that he and his staff believe that the recommendation is meant to reduce redundant databases and that more evaluation is needed to determine the effectiveness of eliminating WAM as opposed to integrating all of the necessary data functions into one.

In referencing the recommendation titled “Retain external support for a complete and updated cost-benefit analysis of the waste to energy (bio-solid) project” (4.2.7), CM Montanari expressed concern with the timing of the actual cost-benefit analysis. CM Montanari stated that his concern was with not knowing if the project would deliver a return on investment, as the projected analysis has stated. Mr. Palenchar explained that the most reliable cost-benefit analysis will need to be done once the project has had at least 12 months of operation. Mr. Palenchar stated that although the economic benefit of the project is not 100% certain, there will be a return on investment along with the many ancillary benefits.

Council Chair Gerdes asked if the staff has explored the possibility of an independent consultant, one that is not involved with the bio-solids project, to guide staff on the Renewable Energy Credit (RIN) process. Assistant City Administrator Tom Greene suggested that at the next bio-solids update to council, staff present more details on the RINs process. Mr. Palenchar explained that staff has been in contact with the RIN providers, but will be happy to give a more detailed presentation at the next bio-solids update.

Committee Chair Kornell asked for clarity on whether it was still the City’s intention to partner with TECO on the natural gas element of the bio-solids project and Mr. Palenchar stated that it was still the intention, although there may not be a definitive agreement until the project is fully functioning and TECO can quantify the gas that is produced.

The meeting adjourned at 10:32 AM
The following page(s) contain the backup material for Agenda Item: Confirming Preliminary Assessment for Lot Clearing Number(s) LCA 1597.
Please scroll down to view the backup material.
ST. PETERSBURG CITY COUNCIL

MEETING OF: JANUARY 17, 2019

TO: COUNCIL CHAIR AND MEMBERS OF CITY COUNCIL

SUBJECT: Confirming Preliminary Assessment for Lot Clearing Number(s) LCA 1597

EXPLANATION: The Sanitation Department has cleared the following number of properties under Chapter 16 of the St. Petersburg City Code. The interest rate is 12% per annum on the unpaid balance.

LCA: 1597

NUMBER OF STRUCTURES: 80

ASSESSABLE AMOUNT: $16,033.28

According to the City Code, these assessments constitute a Lien on each property. It is recommended that the assessments be confirmed.

COST/FUNDING/ASSESSMENT INFORMATION:
The total assessable amount of $16,033.28 will be fully assessable to the property owners.

ATTACHMENTS:

MAYOR:______________________________

COUNCIL ACTION:__________________

FOLLOW-UP:__________________________ AGENDA NO.__________
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<th>ASSESSMENT NUMBER</th>
<th>OWNER NAME</th>
<th>PARCEL ID /LEGAL DESCRIPTION</th>
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<th>ORIGINAL ASSESSMENT</th>
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<td>LCA 1597 79182</td>
<td>BURNEY, JIMMY BURNEY, EUGENE</td>
<td>25 31 16 00648 000 0150 ALMA HEIGHTS REV LOT 15 AND LOT A OF NORTH ADD TO GLENWOOD HEIGHTS</td>
<td>970 10TH AVE S</td>
<td>184.38</td>
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<td>SAINT PETERSBURG FL 337052113</td>
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<td>LCA 1597 79183</td>
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<td>21 31 16 07182 002 0080 BELLECREST HEIGHTS BLK 2, LOT 8</td>
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<td>LCA 1597 79185</td>
<td>RICAPP LLC</td>
<td>26 31 16 12618 000 0290 BRYN MAWR NO. 1 LOT 29</td>
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<td>GENERAL HOME DEVELOPMENT CORP OF PINELLAS INC</td>
<td>30 31 17 12708 000 0880 BUENA VISTA LOT 88</td>
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<td>LCA 1597 79187</td>
<td>LAND TRUST 810 MARTINO, THOMAS TRE</td>
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<td>MITCHELL, CORA L</td>
<td>25 31 16 15012 000 0170 CHEROKEE SUB LOT 17</td>
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<td>2026 25TH ST S</td>
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<td>SHULMAN, ALEX</td>
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SASKT PETERSBURG FL 337133047

LCA 1597 79219 TAYLOR, BARBARA A 210 15TH AVE N
SASKT PETERSBURG FL 337044414

LCA 1597 79220 PINELLAS BD OF PUB INST PO BOX 2942
LARGO FL 337792942

LCA 1597 79221 JOY ZION INTERDENOMINATIONAL BYRD, JOEVIDA A PO BOX 75124
TAMPA FL 336750124

LCA 1597 79222 JOY ZION INTERDENOMINATIONAL BYRD, JOEVIDA A PO BOX 75124
TAMPA FL 336750124

LCA 1597 79223 BYRD, JOEVIDA A BYRD, JAMES H JR PO BOX 75124
TAMPA FL 336750124

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12 31 16 35568 000 0160 HANOUSEK, F.E. & M.M. N 45PT OF LOT 16 3120 QUEEN ST N 184.38
36 31 16 40032 000 0720 HILLSIDE TERRACE LOT 72 1700 22ND AVE S 264.56
25 31 16 40734 008 0060 HOLLYWOOD ADD. REV MAP OF BLK 8, LOT 6 LESS ST 1146 16TH AVE S 184.38
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TOTAL NUMBER OF ASSESSMENTS: 80

TOTAL ASSESSMENT AMOUNT: 16,033.28
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A RESOLUTION CONFIRMING AND APPROVING PRELIMINARY ASSESSMENT ROLLS FOR LOT CLEARING NO. 1597 ("LCA 1597") AS LIENS AGAINST THE RESPECTIVE REAL PROPERTY ON WHICH THE COSTS WERE INCURRED; PROVIDING THAT SAID LIENS HAVE A PRIORITY AS ESTABLISHED BY CITY CODE SECTION 16.40.060.4.4; PROVIDING FOR AN INTEREST RATE ON UNPAID BALANCES; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE AND RECORD NOTICE(S) OF LIEN(S) IN THE PUBLIC RECORDS OF THE COUNTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, preliminary assessment rolls for Lot Clearing No. 1597 ("LCA 1597") have been submitted by the Mayor to the City Council pursuant to St. Petersburg Code Section 16.40.060.4.4; and

WHEREAS, notice of the public hearing was duly published in accordance with St. Petersburg City Code Section 16.40.060.4.4; and

WHEREAS, City Council did meet at the time and place specified in the notice and heard any and all complaints that any person affected by said proposed assessments wished to offer.

NOW, THEREFORE, BE IT RESOLVED By the City Council of the City of St. Petersburg, Florida, that this Council confirms the preliminary assessment rolls for Lot Clearing No. 1597 ("LCA 1597") as liens against the respective real property on which the costs were incurred and that pursuant to Section 16.40.060.4.4 of the St. Petersburg City Code said liens shall be superior in dignity to all other liens except taxes; and

BE IT FURTHER RESOLVED that the principal amount of all assessment liens levied and assessed herein shall bear interest at the rate of 12% per annum from the date of this resolution.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute and record notice(s) of the lien(s) provided for herein in the public records of the County.

This resolution shall become effective immediately upon its adoption.

Approved as to Form and Substance:

City Attorney (Designee)

00420368
The following page(s) contain the backup material for Agenda Item: Confirming Preliminary Assessment for Building Securing Number SEC 1241. Please scroll down to view the backup material.
ST. PETERSBURG CITY COUNCIL

MEETING OF: JANUARY 17, 2019

TO: COUNCIL CHAIR AND MEMBERS OF CITY COUNCIL

SUBJECT: Confirming Preliminary Assessment for Building Securing Number SEC 1241

EXPLANATION: Codes Compliance Assistance has secured the attached structures which were found to be unfit or unsafe under Chapter 8 of the St. Petersburg City Code. The interest rate is 12% per annum on the unpaid balance.

SEC: 1241
NUMBER OF STRUCTURES 21
ASSESSABLE AMOUNT: $3,919.27

According to the City Code, these assessments constitute a lien on each property. It is recommended that the assessments be confirmed.

COST/FUNDING/ASSESSMENT INFORMATION:
The total assessable amount of $3,919.27 will be fully assessable to the property owners.

ATTACHMENTS:

MAYOR: ________________________________

COUNCIL ACTION: _________________________

FOLLOW-UP: ________________________ AGENDA NO. ____________
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<td>PARCEL ID /LEGAL DESCRIPTION</td>
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TOTAL NUMBER OF ASSESSMENTS: 21

TOTAL ASSESSMENT AMOUNT: 3,919.27
## BUILDING SECURING NUMBER SEC 1241

### COST/FUNDING/ASSESSMENT INFORMATION

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<tr>
<th>CATEGORY</th>
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<td>SECURING COST</td>
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<td>$ 581.89</td>
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<td>ADMIN. FEE</td>
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**TOTAL:** $ 3,919.27
A RESOLUTION ASSESSING THE COSTS OF SECURING LISTED ON SECURING BUILDING NO. 1241 ("SEC 1241") AS LIENS AGAINST THE RESPECTIVE REAL PROPERTY ON WHICH THE COSTS WERE INCURRED; PROVIDING THAT SAID LIENS HAVE A PRIORITY AS ESTABLISHED BY CITY CODE SECTION 8-270; PROVIDING FOR AN INTEREST RATE ON UNPAID BALANCES; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE AND RECORD NOTICE(S) OF LIEN(S) IN THE PUBLIC RECORDS OF THE COUNTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of St. Petersburg has proceeded under the provision of Chapter 8, of the St. Petersburg City Code to secure certain properties; and

WHEREAS, the structures so secured are listed on Securing Building No. 1241 ("SEC 1241"); and

WHEREAS, Section 8-270 of the St. Petersburg City Code provides that the City Council shall assess the entire cost of such securing against the property on which the costs were incurred and that assessments shall become a lien upon the property superior to all others, except taxes; and

WHEREAS, the City Council has held a public hearing on January 17, 2019, to hear all persons who wished to be heard concerning this matter.

NOW THEREFORE, BE IT RESOLVED By the City Council of the City of St. Petersburg, Florida, that this Council assesses the costs of securing listed on Securing Building No. 1241 ("SEC 1241") as liens against the respective real property on which the costs were incurred and that pursuant to Section 8-270 of the St. Petersburg City Code said liens shall be superior in dignity to all other liens except taxes; and

BE IT FURTHER RESOLVED that the Special Assessment Certificates to be issued hereunder shall bear interest at the rate of 12% per annum on the unpaid balance from the date of the adoption of this resolution.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute and record notice(s) of the lien(s) provided for herein in the public records of the County.

This resolution shall become effective immediately upon its adoption.

Approved as to Form and Substance:

City Attorney (Designee)
00420369
The following page(s) contain the backup material for Agenda Item: Confirming Preliminary Assessment for Building Demolition Number DMO 468.
Please scroll down to view the backup material.
ST. PETERSBURG CITY COUNCIL

MEETING OF: JANUARY 17, 2019

TO: COUNCIL CHAIR AND MEMBERS OF CITY COUNCIL

SUBJECT: Confirming Preliminary Assessment for Building Demolition Number **DMO 468**

EXPLANATION: The privately owned structures on the attached list were condemned by the City in response to unfit or unsafe conditions as authorized under Chapter 8 of the St. Petersburg City Code. The City’s Codes Compliance Assistance Department incurred costs of condemnation/securing/appeal/abatement/demolition and under the provisions of City Code Section 8-270, these costs are to be assessed to the property. The interest rate is 12% per annum on the unpaid balance.

DMO: 468

NUMBER OF STRUCTURES: 1

ASSESSABLE AMOUNT: $10,547.74

According to the City Code, these assessments constitute a lien on each property. It is recommended that the assessments be confirmed.

COST/FUNDING/ASSESSMENT INFORMATION:
The total assessable amount of **$10,547.74** will be fully assessable to the property owners.

ATTACHMENTS:

MAYOR: ________________________________

COUNCIL ACTION: ____________________

FOLLOW-UP: ____________________________ AGENDA NO. ________
<table>
<thead>
<tr>
<th>ASSESSMENT NUMBER</th>
<th>OWNER NAME</th>
<th>PARCEL ID</th>
<th>PROPERTY ADDRESS</th>
<th>ORIGINAL ASSESSMENT</th>
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<tr>
<td>DMO 0468 03324</td>
<td>MC LENDON, MARIYLN</td>
<td>25 31 16 33924 000 0200</td>
<td>949 8TH AVE S</td>
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<td>949 8TH AVE S</td>
<td>GROVE PARK REPLAT</td>
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**TOTAL NUMBER OF ASSESSMENTS:** 1

**TOTAL ASSESSMENT AMOUNT:** 10,547.74
# BUILDING DEMOLITION NUMBER DMO 468

## COST/FUNDING/ASSESSMENT INFORMATION

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<td><strong>TOTAL:</strong></td>
<td><strong>$ 10,547.74</strong></td>
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A RESOLUTION ASSESSING THE COSTS OF DEMOLITION LISTED ON BUILDING DEMOLITION NO. 468 ("DMO NO. 468") AS LIENS AGAINST THE RESPECTIVE REAL PROPERTY ON WHICH THE COSTS WERE INCURRED; PROVIDING THAT SAID LIENS HAVE A PRIORITY AS ESTABLISHED BY CITY CODE SECTION 8-270; PROVIDING FOR AN INTEREST RATE ON UNPAID BALANCES; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE AND RECORD NOTICE(S) OF LIEN(S) IN THE PUBLIC RECORDS OF THE COUNTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of St. Petersburg has proceeded under the provision of Chapter 8, of the St. Petersburg City Code to demolish certain properties; and

WHEREAS, the structures so demolished are listed on Building Demolition No. 468 ("DMO No. 468"); and

WHEREAS, Section 8-270 of the St. Petersburg City Code provides that the City Council shall assess the entire cost of such demolition against the property on which the costs were incurred and that assessments shall become a lien upon the property superior to all others, except taxes; and

WHEREAS, the City Council has held a public hearing on January 17, 2019, to hear all persons who wished to be heard concerning this matter.

NOW THEREFORE, BE IT RESOLVED By the City Council of the City of St. Petersburg, Florida, that this Council assesses the costs of the demolition listed on Building Demolition No. 468 ("DMO No. 468") as liens against the respective real property on which the costs were incurred and that pursuant to Section 8-270 of the St. Petersburg City Code said liens shall be superior in dignity to all other liens except taxes; and

BE IT FURTHER RESOLVED that the Special Assessment Certificates to be issued hereunder shall bear interest at the rate of 12% per annum on the unpaid balance from the date of the adoption of this resolution.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute and record notice(s) of the lien(s) provided for herein in the public records of the County.

This resolution shall become effective immediately upon its adoption.

Approved as to Form and Substance:

City Attorney (Designee)

00420367
The following page(s) contain the backup material for Agenda Item: Ordinance 358-H amending Chapter 16, City Code of Ordinances (Land Development Regulations), Section 16.70.010.6; codifying procedural practices regarding the processing of multiple appeals; clarifying hearing notice and scheduling requirements; and removing duplicative language.
Please scroll down to view the backup material.
TO: The Honorable Chair, and Members of City Council

SUBJECT: City-initiated application amending the St. Petersburg City Code, Chapter 16, Land Development Regulations ("LDRs") to modify Section 16.70.010.6 related to appeals.

REQUEST: Second reading and public hearing of the attached ordinance amending Section 16.70.010.6 of the City Code; codifying procedural practices regarding the processing of multiple appeals; clarifying hearing notice and scheduling requirements and removing duplicative language.

BACKGROUND:

The Planning and Development Services Department and the City Attorney’s Office have prepared the attached proposed amendment to the LDRs. The ordinance includes four sections modifying Section 16.70.010.6 related to appeal procedures. Currently, while the City Council Policy & Procedures Manual ("Manual") sets forth a procedure for allotment of presentation, cross-examination and rebuttal/closing time to multiple registered opponents in an original proceeding, neither the Manual nor the City Code provide a procedure for the processing of multiple appeals filed in response to one decision. Section 1 of the attached ordinance codifies such a process. When multiple appeals are filed, it requires the appellants to choose a single representative to participate in the appeal proceeding or share equally the time allotted for initial presentation, cross-examination and rebuttal/closing. It also sets forth a procedure by which multiple appellants may request additional time for initial presentation to the POD. The procedure allows the POD to grant no more than 5 additional minutes to the appellants for initial presentation, provided reasonable grounds exist for such an extension and provided the same amount of additional time is allotted to the applicant and to City administration. The purpose of Section 1 is to preserve the City’s interest in administrative function and efficiency, while balancing the rights of the applicant, City administration and the appellants to be heard. Section 1 was also developed with the intent of ensuring fairness and equity in the process and providing clarity and predictability to all parties.

Section 2 of the proposed ordinance clarifies that the City will be responsible for providing written and posted notice of an appeal; however, notice costs for all appeals will be borne by the appellant(s). Section 3 provides modest flexibility to the POD to extend the time within which an appeal must be heard for 30 additional days (in excess of 60 days) to accommodate the schedules of the decision-making body hearing the appeal and of all parties involved. Finally, Section 4 deletes Section 16.70.010.6 (I) of the Code, which is duplicative of Section 16.70.010.6 (H).
RECOMMENDATION:

Administration:
Administration recommends APPROVAL.

Development Review Commission:
On November 7, 2018, the DRC reviewed the proposed amendment and voted unanimously to make a finding of consistency with the City’s Comprehensive Plan.

Recommended City Council Action:
1. CONDUCT the second reading and public hearing, and;
2. APPROVE the proposed ordinance.

Attachments: Ordinance
ORDINANCE NO. ___

AN ORDINANCE OF THE CITY OF ST. PETERSBURG, FLORIDA, AMENDING SECTION 16.70.010.6 OF THE CITY CODE; CODIFYING PROCEDURAL PRACTICES REGARDING THE PROCESSING OF MULTIPLE APPEALS; CLARIFYING HEARING NOTICE AND SCHEDULING REQUIREMENTS; REMOVING DUPLICATIVE LANGUAGE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 16.70.010.6 of the City Code establishes procedures applicable to any appeal expressly authorized under Chapter 16; and

WHEREAS, Chapter 16 of the City Code is silent regarding the processing of multiple appeals filed in response to the same board, committee, or commission decision; and

WHEREAS, it has been the general practice in original proceedings to require multiple third-party registered opponents wishing to utilize the time provided to the registered opponent for presentation, cross-examination, rebuttal and closing to agree on a single representative, or otherwise share the time allotted; and

WHEREAS, the City desires to codify this current practice in order to provide this same certainty and predictability in the appeal process to City Administration, the applicant, and the appellant(s); and

WHEREAS, the City further desires to codify this current practice in order to promote its interest in administrative function and efficiency by reducing the potential for an unlimited number of appellant presentations in one hearing wherein all third-party appellants' interests are generally aligned; and

WHEREAS, the City has also identified and wishes to address issues related to accommodating the schedules of the parties when setting a hearing; inconsistencies between subsections concerning notice of hearing requirements; and unnecessary duplicative language in Section 16.70.010.6 of the City Code; now, therefore

THE CITY OF ST. PETERSBURG DOES ORDAIN:

Section 1. Section 16.70.010.6 (C) of the St. Petersburg City Code is hereby amended to read as follows:

C. Who may appeal. Any appeal allowed by this chapter may only be made by any resident of the City unless otherwise specifically provided by this chapter. If the appellant was the applicant before the decision-making body whose decision is being appealed, that appellant shall be the only appellant. If the appellant is not the applicant, and more than one appeal is filed in response to any
one decision, the appellants shall attempt to agree on a single representative to participate in the appeal proceeding. If the appellants cannot agree on a single representative, then each appellant’s representative shall share equally the time allotted to the appellant for initial presentation, cross-examination, rebuttal and closing. Appellants sharing time may make a request for additional initial presentation time to the POD no later than ten (10) days after notice of the appeal is posted pursuant to Section 16.70.010.6 (H). The appellant(s) requesting additional time must do so in writing, and must state reasonable grounds for the extension. In no event shall the time for initial presentation by the multiple appellants be extended in excess of five (5) additional minutes for multiple appeals. If additional time is allotted to the appellants, the same amount of additional time shall be allotted to the applicant and to City Administration for initial presentation. There shall be no extension of time allotted to the multiple appellants for cross-examination, rebuttal and closing. City Council shall have the power on its own motion to review on appeal a decision of any Commission concerning any matter upon which a commission has acted within ten days preceding the City Council’s decision.

Section 2. Section 16.70.010.6 (H) of the St. Petersburg City Code is hereby amended to read as follows:

H. Notices of hearing of appeal.
1. Written notice of the date, time and place of the hearing of an appeal shall be provided by hand-delivery or by mail to the applicant, owner and appellant if the appellant is not also the applicant.
2. Written and posted notice shall be provided by the appellant City.
3. Notice costs for all appeals shall be borne by the appellant(s).
4. Failure to give such notice, except notice to the applicant, owner and appellant, shall not affect the action of a Commission or the City Council.

Section 3. The first sentence of Section 16.70.010.6 (J) (3) of the St. Petersburg City Code is hereby amended to read as follows:

3. An appeal shall be heard within 60 days of the filing of a notice of appeal; provided, however, that the POD may extend the time period within which an appeal shall be heard for no more than thirty (30) additional days for the purpose of accommodating the schedules of the decision-making body hearing the appeal and all parties involved in the appeal proceeding.

Section 4. Section 16.70.010.6 (I) of the St. Petersburg City Code is hereby deleted in its entirety.

Section 5. Coding. As used in this ordinance, language appearing in struck through type is language to be deleted from the City Code, and underlined language is language to be added to the City Code, in the section, subsection, or other location where indicated. Language in the City Code not appearing in this ordinance continues in full force and effect unless the context clearly indicates otherwise. The City intends that the provisions of this ordinance shall be made a part of the St. Petersburg City Code and that sections and subsections of the City Code may be renumbered or relettered in order to accomplish such intentions.
Section 6. Severability. The provisions of this ordinance shall be deemed severable. If any provision of this ordinance is determined to be unconstitutional or otherwise invalid, such determination shall not affect the validity of any other provisions of this ordinance.

Section 7. Effective Date. In the event this ordinance is not vetoed by the Mayor in accordance with the City Charter, it shall become effective after the fifth business day after adoption unless the Mayor notifies the City Council through written notice filed with the City Clerk that the Mayor will not veto the ordinance, in which case the ordinance shall take effect immediately upon filing such written notice with the City Clerk. In the event this ordinance is vetoed by the Mayor in accordance with the City Charter, it shall not become effective unless and until the City Council overrides the veto in accordance with the City Charter, in which case it shall become effective immediately upon a successful vote to override the veto.

Approved as to form and content:

City Attorney or designee

00410690
The following page(s) contain the backup material for Agenda Item: Ordinance 359-H of the City of St. Petersburg, Florida deleting and replacing in its entirety Chapter Two, Article v, Division Five of the St. Petersburg City Code to create a new Division Five entitled Sustainability & Resiliency of City Facilities; providing a purpose and definitions; establishing sustainable design and construction requirements for City buildings and infrastructure projects; setting forth procedures to encourage City consideration of sea level rise and resiliency in public construction planning.

Please scroll down to view the backup material.
MEMORANDUM
City Council
Meeting of January 3, 2019

To: Chair Gerdes and City Council Members
From: Sharon Wright, Office of Sustainability & Resiliency
Date: December 20, 2018
Subject: Sustainability & Resiliency City Facility Building Ordinance: incorporation of sustainable building practices and certification requirements as well as resiliency into lasting city policies so that implementation will occur throughout budgeting, planning, design and operation of the city’s green and gray infrastructure

BACKGROUND AND PURPOSE

The current Executive Order (EO) – 2017-01 Sustainable St. Petersburg requires the use of third-party verification frameworks like LEED and Envision. EO 2017-01 also calls for the completion of an Integrated Sustainability Action Plan (ISAP). City Council unanimously approved funding for the ISAP development which includes clean energy roadmap recommendations on reducing greenhouse gas emissions and vulnerability and resiliency evaluations that recommend use of Best Available Science (BAS) for resiliency including sea level rise projections and other climate-related challenges.

The purpose of the attached ordinance is to provide more direction in a legacy and public facing format that can be developed and incorporated into city planning, operations, procurement, and required plans like the Comprehensive Plan. Once approved, city staff will further develop a guidance document for implementation and specifications available to all departments to use. The information may also be useful to private development moving forward.

LEGAL FOLLOW UP

This ordinance deletes and replaces Chapter Two, Article Five, Division Five of the City Code (Construction Incentive Program) to create a new division entitled “Sustainability & Resiliency of City Facilities.” Administration has advised that this Division Five is not being used due to other ordinances previously approved by City Council (e.g. Disadvantaged Worker and Apprentice Requirements).
This ordinance was discussed at the HERS Committee meeting on November 15, 2018. Based on comments and action at the HERS Committee, changes to the ordinance have been made, including the following:

- Adding the requirement that if a project is funded, in whole or in part, by state or federal funds, the City shall comply with all restrictions related to those funds, including restrictions that would require a particular project not to be subject to the requirements of the division.
- Adding a provision regarding the establishment of policies by the Office of Sustainability & Resiliency to implement and monitor the planning and budgeting requirements of the division.
- Other non-substantive changes have been made that are meant to clarify the certification and planning processes in the ordinance.

**STAFF RECOMMENDATION**

City staff have worked together to develop the full draft ordinance. As stated above, following approval of attached ordinance, city staff will develop detailed guidance and specifications for city departments to use.

City staff recommend that City Council approve the Sustainability & Resiliency City Facility Building Ordinance.
ORDINANCE NO. ___

AN ORDINANCE OF THE CITY OF ST. PETERSBURG, FLORIDA DELETING AND REPLACING IN ITS ENTIRETY CHAPTER TWO, ARTICLE V, DIVISION FIVE OF THE ST. PETERSBURG CITY CODE TO CREATE A NEW DIVISION FIVE ENTITLED “SUSTAINABILITY & RESILIENCY OF CITY FACILITIES”; PROVIDING A PURPOSE AND DEFINITIONS; ESTABLISHING SUSTAINABLE DESIGN AND CONSTRUCTION REQUIREMENTS FOR CITY BUILDINGS AND INFRASTRUCTURE PROJECTS; SETTING FORTH PROCEDURES TO ENCOURAGE CITY CONSIDERATION OF SEA LEVEL RISE AND RESILIENCY IN PUBLIC CONSTRUCTION PLANNING; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City’s sustainability vision is to be a city with the capacity to endure by finding a balance between environmental stewardship, economic vitality and social equity; and

WHEREAS, one of the City’s sustainability goals is to create a more sustainable built environment; and

WHEREAS, pursuant to Executive Order 2017-01, it is the current policy of the City to incorporate environmentally responsible building practices into the design, construction and operation of City buildings and infrastructure; and

WHEREAS, in recent years, green building and infrastructure design, construction and operations techniques have become widespread, as evidenced by the utilization of nationally recognized sustainability frameworks, like LEED® and Envision®, by both private developers and governments; and

WHEREAS, the City Council Health, Energy, Resiliency and Sustainability Committee has considered information at numerous public meetings related to the potential codification of sustainable development practices for City-owned buildings and infrastructure; and

WHEREAS, the City Council finds that sustainable design, construction and operation practices applied to City buildings and infrastructure would encourage resource conservation, reduce waste, increase energy efficiency and promote the general health, safety and welfare of the City’s residents and visitors; and

WHEREAS, the City Council finds that the City has a responsibility to lead by example in its goals to become a more sustainable and resilient City; now, therefore:

THE CITY OF ST. PETERSBURG DOES ORDAIN:
Section One. Chapter Two, Article V, Division 5 of the St. Petersburg City Code is hereby deleted in its entirety and replaced with the following:

DIVISION 5 - Sustainability and Resiliency of City Facilities.

Sec. 2-280. - Purpose. The purpose of this division is to promote the public health, safety and welfare by establishing requirements for incorporating sustainability and resiliency measures into the design, construction and maintenance of City buildings and infrastructure.

Sec. 2-281. - Definitions.

As used in this division, the following words and phrases shall have the following meanings ascribed to them respectively, regardless of whether or not the words and phrases are capitalized:

*Alternative sustainable development certification* means any accredited certification system designed to rate green building criteria, including, but not limited to WELL Communities, WELL Buildings, Living Building Challenge, Florida Green Building Coalition, and Green Globes.

*Envision®* means the nationally recognized third-party framework of flexible criteria and performance objectives that measure the extent to which an infrastructure project contributes to conditions of sustainability and resiliency across a full range of social, economic and environmental indicators.

*Envision accredited professional* means any person who has participated in the Envision credential training course and passed the Envision credential exam.

*Green Business Certification Inc.* (formerly the Green Building Certification Institute) means the third party group that administers project certifications, professional credentials and certificates within the framework of the U.S. Green Building Council’s LEED rating system.

*Institute for Sustainable Infrastructure* means the organization that developed and administers the Envision sustainability rating system for civil infrastructure.

*Integrated design approach* means a project delivery approach that integrates people, systems, business structures, and practices to collaboratively harness the talents of all participants early in a project’s conceptualization and design to optimize results and maximize efficiency.

*LEED® (Leadership in Energy and Environmental Design)* means the nationally recognized third-party rating system developed by the U.S. Green Building Council where credits are earned for satisfying specified green building criteria.

*LEED accredited professional* means any person who has passed the LEED Professional Accreditation Exam administered by the Green Building Certification Institute.

*Project* means a design or construction undertaking comprised of work related to one or more site improvements.
Qualified City infrastructure project means any City-funded civil infrastructure project with a contract amount of $2,000,000 or more, as approved by City Council.

Qualified municipal building means any building of 5,000 gross square feet or more that is owned by the City of St. Petersburg or any unit thereof.

Substantial modification means the modification of an existing qualified municipal building where the scope of work of the project includes at least one of the following:

1. Rehabilitation work in at least two of the following three systems: electrical, HVAC (heating, ventilating and air conditioning), and plumbing;
2. Construction work which affects at least fifty percent of the building’s floor area; or
3. Construction work which increases the square footage of conditioned space in the building by at least fifty percent.

Sec. 2-282. - LEED certification requirements for qualified municipal buildings.

(a) Objective. It is the objective of the City that any new qualified municipal building and the substantial modification of any existing qualified municipal building shall be designed and constructed to achieve the current LEED gold standard under the applicable LEED category.

(b) Contract requirements. Contracts with the City for the design and construction of a new qualified municipal building or substantial modification of an existing qualified municipal building shall include:

1. The requirement to appoint a qualified person to serve as the LEED facilitator and administrator who shall be responsible for submitting the project for review and certification to Green Business Certification, Inc. The LEED facilitator and administrator must be a LEED accredited professional or equivalent.

2. The obligation to provide the City the following documentation in accordance with a schedule established by the City:

   i. A completed LEED checklist demonstrating the LEED points the qualified municipal building is designed to obtain;

   ii. A written explanation of how the qualified municipal building will achieve LEED gold certification;

   iii. Design plans that demonstrate how the qualified municipal building will achieve LEED gold certification;
iv. Any other documents or information the entity or individual finds necessary to indicate how the qualified municipal building will achieve LEED Gold certification; and

v. Documentation evidencing the consideration of City priorities in the process of selecting features for the qualified municipal building.

(c) Solicitation of contracts. The POD shall include the applicable requirements of this section in the solicitation documents for the design and construction of any new qualified municipal building or the substantial modification of any existing qualified municipal building.

(d) Exemption. If it is determined by the Mayor or his designee that the design and construction of a new qualified municipal building or the substantial modification of an existing qualified municipal building cannot achieve the current LEED gold standard due to infeasibility, hardship, or, if there exists an inconsistency between meeting a state or federal legal requirement or complying with a state or federal law, regulation, or rule, then compliance with this section shall not be required. If a project that is subject to the requirements of this section is being funded, in whole or in part, with State or federal funds, the City shall comply with all restrictions related to such funds, including restrictions that would require a particular project not to be subject to the requirements of this section.

(e) Alternative certification. The Mayor or his designee may approve a request that a qualified municipal building be designed and constructed or substantially modified to achieve an alternative sustainable development certification.

Sec. 2-283. - Envision certification requirements for qualified City infrastructure projects.

(a) Objective. It is the objective of the City that any new qualified City infrastructure project shall be designed and constructed to achieve the current Envision gold standard.

(b) Contract requirements. Contracts with the City for design and construction of a new qualified City infrastructure project shall include:

1. The requirement to appoint a qualified person to serve as the Envision facilitator and administrator who shall be responsible for submitting the project for review and certification to the Institute for Sustainable Infrastructure. The Envision facilitator and administrator must be an Envision accredited professional or equivalent.

2. The obligation to provide the City the following documentation in accordance with a schedule established by the City:

   i. A written explanation of how the qualified City infrastructure project will achieve Envision gold certification;
ii. Design plans that demonstrate how the qualified City infrastructure project will achieve Envision gold certification;

iii. Any other documents or information the entity or individual finds necessary to indicate how the qualified City infrastructure project will achieve Envision gold certification; and

iv. Documentation evidencing the consideration of City priorities in the process of selecting features for the qualified City infrastructure project.

(c) Solicitation of contracts. The POD shall include the applicable requirements of this section in the solicitation documents for the design and construction of any new qualified City infrastructure project.

(d) Exemption. If it is determined by the Mayor or his designee that the design and construction of a new qualified City infrastructure project cannot achieve the current Envision gold standard due to infeasibility, hardship, or if there exists an inconsistency between meeting a state or federal legal requirement or complying with a state or federal law, regulation, or rule, then compliance with this section shall not be required. If a project that is subject to the requirements of this section is being funded, in whole or in part, with State or federal funds, the City shall comply with all restrictions related to such funds, including restrictions that would require a particular project not to be subject to the requirements of this section.

(e) Alternative certification or waiver. The Mayor or his designee may approve a request that a qualified City infrastructure project be designed and constructed to achieve an alternative sustainable development certification.

Sec. 2-284. - Early planning and budgeting for qualified municipal buildings and qualified City infrastructure projects.

(a) City Consideration of Certification Requirements. In the planning and budgeting processes for the design and construction of a new qualified municipal building, substantial modification of an existing qualified municipal building, or design and construction of a new qualified City infrastructure project, there shall be consideration of the requirements of this division, including, but not limited to, the estimated time and cost for utilizing an integrated design approach and incorporating sustainable design practices into the particular project.

(b) Policies. The Office of Sustainability and Resiliency shall prepare administrative policies and procedures to implement and monitor the requirements of this section.

Sec 2-285. - Use of LEED and Envision principles as guidance for all City construction projects.
Any new City construction project that is not a qualified municipal building or qualified public infrastructure project shall, to the extent practicable, utilize LEED or Envision principles as guidance during the design and construction process.

Sec. 2-286. - Consideration of sea level rise and resiliency for all City construction projects.

For any solicitation related to a City construction project, the POD shall include the following in the solicitation documents:

(a) It is the policy of the City to apply the consideration of sea level rise and resiliency to the City’s decision-making, including in the procurement of City construction projects. Entities or individuals responding to this solicitation are encouraged to provide documentation addressing the following:

1) Whether the project considers the latest regional best available science regarding the effects of sea level rise, climate-related vulnerability and resiliency in St. Petersburg;

2) Whether the project affects an area that is vulnerable to the impacts of sea level rise;

3) Whether the project will increase the resiliency of the City with respect to sea level rise;

4) Whether the project is compatible with the City’s sea level rise mitigation and resiliency efforts.

Sec. 2-287—2-289. – Reserved.

Section Two. The provisions of this ordinance shall be deemed severable. The unconstitutionality or invalidity of any word, sentence or portion of this ordinance shall not affect the validity of the remaining portions.

Section Three. In the event that this ordinance is not vetoed by the Mayor in accordance with the City Charter, it shall become effective after the fifth business day after adoption unless the Mayor notifies the City Council through written notice filed with the City Clerk that the Mayor will not veto the ordinance, in which case the ordinance shall take effect immediately upon filing such written notice with the City Clerk. In the event this ordinance is vetoed by the Mayor in accordance with the City Charter, it shall not become effective unless and until the City Council overrides the veto in accordance with the City Charter, in which case it shall become effective immediately upon a successful vote to override the veto.

Approved as to form and content:

City Attorney (designee) 00320067
The following page(s) contain the backup material for Agenda Item: Ordinance 1110-V approving a vacation of a 20-foot north-south alley located between 35th Avenue South and 36th Avenue South between 6th Street South and Dr. Martin Luther King Jr. Street South, adjacent to Lots 24 and 26 of Bayou Vista Revised Map Block B and Lots 13 and 14 of Big Bayou Subdivision, Florence Goldies Revision Block 3. (City File 18-33000008)
Please scroll down to view the backup material.
SAINT PETERSBURG CITY COUNCIL

Meeting of January 17, 2019

TO: The Honorable Chair, and Members of City Council

SUBJECT: Ordinance approving a vacation of a 20-foot North South alley located between 35th Avenue South and 36th Avenue South between 6th Street South and Dr. Martin Luther King Jr. Street South, adjacent to Lots 24 and 26 of Bayou Vista Revised Map Block B and Lots 13 and 14 of Big Bayou Subdivision, Florence Goldies Revision Block 3 (City File No.: 18-33000008)

RECOMMENDATION: The Administration and the Development Review Commission recommend APPROVAL.

RECOMMENDED CITY COUNCIL ACTION:
1) Conduct the second reading and public hearing; and
2) Approve the proposed ordinance.

The Request: The request is to vacate a 20-foot North South alley located between 35th Avenue South and 36th Avenue South between 6th Street South and Dr. M.L. King Jr. Street South, adjacent to Lots 24 and 26 of Bayou Vista Revised Map Block B and Lots 13 and 14 of Big Bayou Subdivision, Florence Goldies Revision Block 3.

The area of the right-of-way proposed for vacation is depicted on the attached maps (Attachments “A” and “B”) and Description and Sketch (Exhibit “A”). The applicant's goal is to consolidate the property to the west of the alley, Ukumbak Apartments, Inc., for redevelopment and for the owner of Lot 24, Shane and Heather Woods, to gain additional land. The owner of Lot 13, Phetsamone Khammanivong, is not party to this application but will need to work with the applicants so that they can meet the conditions of approval.

Discussion: As set forth in the attached report provided to the Development Review Commission (DRC), Staff finds that vacating the subject right-of-way would be consistent with the criteria in the City Code, the Comprehensive Plan, and the applicable special area plan.

Agency Review: This application was routed to City Departments and private utility providers. City departments had no objection, though Engineering did have conditions of approval. Private utility provider Duke has objected on the basis that overhead facilities either need to be relocated or an easement provided to Duke.
Public Comments: One email was received stating that the property owner was happy to see some new development in the area.

DRC Action/Public Comments: On December 5, 2018, the Development Review Commission (DRC) held a public hearing on the subject application. No person spoke in opposition to the request. After the public hearing, the DRC voted 7 - 0 to recommend approval of the proposed vacation. In advance of this report, no additional comments or concerns were expressed to the author.

RECOMMENDATION:

The Administration recommends APPROVAL of the alley right-of-way vacation, subject to the following conditions:

1. Prior to recording the vacation ordinance, the applicants and owners of abutting property shall either relocate Duke Energy facilities, provide an easement acceptable to Duke Energy or provide a letter of no objection from Duke Energy. In any case a letter of no objection from Duke Energy is required.

2. Prior to recording of the vacation Ordinance comply with the conditions of the Engineering Memorandum dated October 14, 2018. If the alley paving is to be removed as outlined in the Engineering Memorandum, then obtain a row permit for condition #2 for work in the right-of-way and provide a performance bond to the City’s Engineering Department for that work. An acceptable alternative to satisfy condition #2 if the curb cuts are to remain and be used as a driveway to serve multiple lots; the owner of each lot to provide a cross access easement over their portion of the vacated alley to each of the other owners so that they may continue to access their parking from this driveway; driveway and aprons to be paved to meet driveway requirements of City Code Section 16.40.090.3.3 and Engineering requirements as shown in Engineering Standards for Residential Driveways. A second acceptable alternative is to create a curb cut and driveway for 726 35th Avenue South and 727 36th Avenue South through a residential driveway permit, a survey would be required with the driveway permit.

Attachments: Parcel Map, Aerial, Ordinance with Exhibit “A”, DRC Staff Report
Attachment A
City of St. Petersburg, Florida
Planning and Development Services
Department
Case No: 18-33000008
Address: 734 734 ½ 35th Avenue South and 727 and 731 36th Avenue South
ORDINANCE NO. _____

AN ORDINANCE APPROVING A VACATION OF A 20-FOOT NORTH SOUTH ALLEY LOCATED BETWEEN 35TH AVENUE SOUTH AND 36TH AVENUE SOUTH BETWEEN 6TH STREET SOUTH AND DR. MARTIN LUTHER KING JR. STREET SOUTH, ADJACENT TO LOTS 24 AND 26 OF BAYOU VISTA REVISED MAP BLOCK B AND LOTS 13 AND 14 OF BIG BAYOU SUBDIVISION, FLORENCE GOLDIES REVISION BLOCK 3; SETTING FORTH CONDITIONS FOR THE VACATION TO BECOME EFFECTIVE; AND PROVIDING FOR AN EFFECTIVE DATE.

THE CITY OF ST. PETERSBURG DOES ORDAIN:

Section 1. The following right-of-way is hereby vacated as recommended by the Administration and the Development Review Commission on December 5, 2018 (City File No. 18-33000008):

Legal Description: See attached Exhibit “A” –1 page.

Section 2. The above-mentioned right-of-way is not needed for public use or travel.

Section 3. The vacation is subject to and conditional upon the following:

1. Prior to recording the vacation ordinance, the applicants and owners of abutting property shall either relocate Duke Energy facilities, provide an easement acceptable to Duke Energy or provide a letter of no objection from Duke Energy. In any case a letter of no objection from Duke Energy is required.

2. Prior to recording of the vacation Ordinance comply with the conditions of the Engineering Memorandum dated October 14, 2018. If the alley paving is to be removed as outlined in the Engineering Memorandum, then obtain a row permit for condition #2 for work in the right-of-way and provide a performance bond to the City’s Engineering Department for that work. An acceptable alternative to satisfy condition #2 if the curb cuts are to remain and be used as a driveway to serve multiple lots; the owner of each lot to provide a cross access easement over their portion of the vacated alley to each of the other owners so that they may continue to access their parking from this driveway; driveway and aprons to be paved to meet driveway requirements of City Code Section 16.40.090.3.3 and Engineering requirements as shown in Engineering Standards for Residential Driveways. A second acceptable alternative is to create a curb cut and driveway for 726 35th Avenue South and 727 36th Avenue South through a residential driveway permit, a survey would be required with the driveway permit.
Section 4. In the event this ordinance is not vetoed by the Mayor in accordance with the City Charter, it shall become effective upon the expiration of the fifth business day after adoption unless the Mayor notifies the City Council through written notice filed with the City Clerk that the Mayor will not veto the ordinance, in which case the ordinance shall become effective immediately upon filing such written notice with the City Clerk. In the event this ordinance is vetoed by the Mayor in accordance with the City Charter, it shall not become effective unless and until the City Council overrides the veto in accordance with the City Charter, in which case it shall become effective immediately upon a successful vote to override the veto.

LEGAL:

[Signature]

PLANNING & DEVELOPMENT SERVICES DEPARTMENT:

[Signature]
Sketch and legal description of existing alley to be vacated:

The 20 foot wide platted alley lying south of 35th Avenue South (Palm Ave.—Per Plat), between Lots 13 and 14, Block 3, Big Bayou Florence L. Goldie's Revised Subd., recorded in Plat Book 5, Page 13, Public Records of Pinellas County, Florida; and north of 36th Avenue South (Park Ave.—Per Plat), between Lots 24 and 26, Block B, Revised Map of Bayou Vista Subdivision, recorded in Plat Book 4, Page 17, of the Public Records of Pinellas County, Florida.

Containing 4760 square feet, more or less.

<table>
<thead>
<tr>
<th>JOB NUMBER: MMXVIII335</th>
<th>DAVID C. HARNER</th>
<th>PROFESSIONAL SURVEYOR &amp; MAPPER</th>
</tr>
</thead>
<tbody>
<tr>
<td>TELEPHONE: (727) 360-0636</td>
<td>SECTION 31 TOWNSHIP 31 SOUTH RANGE 17 EAST</td>
<td>9925 GULF BOULEVARD</td>
</tr>
<tr>
<td>SCALE: 1 INCH = 40 FEET</td>
<td>35TH AVENUE SOUTH (40’ R/W)</td>
<td>TREASURE ISLAND, FL. 33706</td>
</tr>
<tr>
<td>CERTIFIED TO: GEORGE GOWER</td>
<td>8/20/18 S.C.H.</td>
<td>DAVID C. HARNER P.S.,M.L.</td>
</tr>
<tr>
<td>I HEREBY CERTIFY TO THE HEREIN NAMED PARTY OR PARTIES THAT THE SKETCH AND LEGAL DESCRIPTION REPRESENTED HEREIN MEETS THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 53-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO FLORIDA STATUTE 472.167.</td>
<td>REGISTRATION NUMBER 20850</td>
<td></td>
</tr>
</tbody>
</table>

LEGEND:

R/W—RIGHT OF WAY (P)=PLAT

"NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER"
VACATION OF RIGHT-OF-WAY
PUBLIC HEARING

According to Planning & Economic Development Department records, no Commission member resides or has a place of business within 2,000 feet of the subject property. All other possible conflicts should be declared upon the announcement of the item.

REPORT TO THE DEVELOPMENT REVIEW COMMISSION FROM DEVELOPMENT REVIEW SERVICES DIVISION, PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT, for Public Hearing and Executive Action on December 5, 2018 at 2:00 P.M. in Council Chambers, City Hall, 175 Fifth Street North, St. Petersburg, Florida.

CASE NO: 18-33000008
PLAT SHEET: F-19

REQUEST: Approval of a vacation of a 20-foot North South alley located between 35th Avenue South and 36th Avenue South between 6th Street South and Dr. M. L. King Jr. Street South, adjacent to Lots 24 and 26 of Bayou Vista Revised Map Block B and Lots 13 and 14 of Big Bayou Subdivision, Florence Goldies Revision Block 3.

OWNER: Shane M. and Heather A. Woods
727 36th Avenue South
Saint Petersburg, Florida 33705

Ukumbak Apartments, Inc.
PO Box 547
Saint Petersburg, Florida 33731

Ukumbak Apartments, Inc.
545 20th Avenue Northeast
Saint Petersburg, Florida 33704

AGENT: George Gower
545 20th Avenue Northeast
Saint Petersburg, Florida 33704

ADDRESSES AND PARCEL ID NOS.: 734 1/2 35th Avenue South; 31-31-17-03960-002-0261
734 35th Avenue South; 31-31-17-08802-003-0140
DISCUSSION AND RECOMMENDATION:

Request. The request is to vacate a 20-foot North South alley located between 35th Avenue South and 36th Avenue South between 6th Street South and Dr. M.L. King Jr. Street South, adjacent to Lots 24 and 26 of Bayou Vista Revised Map Block B and Lots 13 and 14 of Big Bayou Subdivision, Florence Goldies Revision Block 3.

The area of the right-of-way proposed for vacation is depicted on the attached maps (Attachments "A" and "B") and Description and Sketch (Exhibit "A"). The applicant’s goal is to consolidate the property to the west of the alley, Ukumbak Apartments, Inc., for redevelopment and for the owner of Lot 24, Shane and Heather Woods, to gain additional land. The owner of Lot 13, Phetsamone Khammanivong, is not party to this application but will need to work with the applicants so that they can meet the conditions of approval.

Analysis. Staff's review of a vacation application is guided by:

A. The City's Land Development Regulations (LDR's);
B. The City's Comprehensive Plan; and
C. Any adopted neighborhood or special area plans.

Applicants bear the burden of demonstrating compliance with the applicable criteria for vacation of public right-of-way. In this case, the material submitted by the applicant (Attachment "C") does provide background or analysis supporting a conclusion that vacating the subject right-of-way would be consistent with the criteria in the City Code, the Comprehensive Plan, or any applicable special area plan.

A. Land Development Regulations

Section 16.40.140.2.1E of the LDR's contains the criteria for reviewing proposed vacations. The criteria are provided below in italics, followed by itemized findings by Staff.

1. *Easements for public utilities including stormwater drainage and pedestrian easements may be retained or required to be dedicated as requested by the various departments or utility companies.*

   This application was routed to City Departments and private utility providers. City departments had no objection, though Engineering did have conditions of approval. Private utility provider Duke has objected on the basis that overhead facilities either need to be relocated or an easement provided to Duke.
2. The vacation shall not cause a substantial detrimental effect upon or substantially impair or deny access to any lot of record as shown from the testimony and evidence at the public hearing.

This application will not deny access to any lot of record.

3. The vacation shall not adversely impact the existing roadway network, such as to create dead-end rights-of-way, substantially alter utilized travel patterns, or undermine the integrity of historic plats of designated historic landmarks or neighborhoods.

This alley right-of-way has not been regularly used other than by the occupants of the four abutting properties. One of the conditions of approval in the Engineering memorandum dated October 14, 2018, would be that access to the properties be only through the private properties. The subject lots are Zoned NT-1 which does allow access from the primary street. There is an existing curb cut on 35th Avenue South and driveway paving in the right-of-way at 36th Avenue South, which will be required to be removed as a result of this vacation approval, see the Engineering Memorandum dated October 14, 2018.

In response to the comments received from the City's Engineering Department, one of the applicants, George Gower of Ukumbak Apartments, Inc. has agreed that he will remove the existing curb cut and paving and provide legal access and two parking spaces for the two properties abutting the alley to the east (lots 13 and 24). The two lots to the west (lots 14 and 26) will be provided access through future site plan approvals.

4. The easement is not needed for the purpose for which the City has a legal interest and, for rights-of-way, there is no present or future need for the right-of-way for public vehicular or pedestrian access, or for public utility corridors.

There is no present or future need for the right-of-way for public vehicular or pedestrian access, or for public utility corridors. Duke Energy has requested that they be granted a private easement.

5. The POD, Development Review Commission, and City Council shall also consider any other factors affecting the public health, safety, or welfare.

No other factors have been raised for consideration.

B. Comprehensive Plan

There are policies in the City's Comprehensive Plan which apply to vacation of right-of-way in specific areas of the City, none of these policies apply to this request.

C. Adopted Neighborhood or Special Area Plans

The subject right-of-way is within the boundaries of the Lakewood Terrace Neighborhood Association. There are no neighborhood or special area plans which affect vacation of right-of-way in this area of the City.
Comments from Agencies and the Public: No calls were received from the public or from the Neighborhood Association in response to this application. One email was received stating that he was happy to see some new development in the area. As noted above Duke Energy has requested an easement for their facilities.

RECOMMENDATION. Staff recommends APPROVAL of the proposed alley right-of-way vacation. If the DRC is inclined to support the vacation, Staff recommends the following special conditions of approval:

1. Prior to recording the vacation ordinance, the applicants and owners of abutting property shall either relocate Duke Energy facilities, provide an easement acceptable to Duke Energy or provide a letter of no objection from Duke Energy. In any case a letter of no objection from Duke Energy is required.

2. Prior to recording of the vacation Ordinance comply with the conditions of the Engineering Memorandum dated October 14, 2018. If the alley paving is to be removed as outlined in the Engineering Memorandum, then obtain a row permit for condition #2 for work in the right-of-way and provide a performance bond to the City's Engineering Department for that work. An acceptable alternative to satisfy condition #2 if the curb cuts are to remain and be used as a driveway to serve multiple lots; the owner of each lot to provide a cross access easement over their portion of the vacated alley to each of the other owners so that they may continue to access their parking from this driveway; driveway and aprons to be paved to meet driveway requirements of City Code Section 16.40.090.3.3 and Engineering requirements as shown in Engineering Standards for Residential Driveways. A second acceptable alternative is to create a curb cut and driveway for 726 35th Avenue South and 727 36th Avenue South through a residential driveway permit, a survey would be required with the driveway permit.

REPORT PREPARED BY:

Kathryn A. Younkin, AICP, LEED AP BD+C, Subdivision Coordinator
Development Review Services Division
Planning & Economic Development Department

REPORT APPROVED BY:

Jennifer Bryla, AICP, Zoning Official (POD)
Planning and Economic Development
Development Review Services Division

Attachments: A – Parcel Map, B – Aerial Map, C – Applicant’s Narrative and Exhibits
Exhibit “A” – Description and Sketch of the Alley proposed for vacation
Attachment A
City of St. Petersburg, Florida
Planning and Development Services
Department
Case No: 18-33000008
Address: 734 734 ½ 35th Avenue South and 727 and 731 36th Avenue South
Attachment B
City of St. Petersburg, Florida
Planning and Development Services
Department
Case No: 18-33000008
Address: 734 734 1/2 35th Avenue South and
727 and 731 36th Avenue South

(nts)
MEMORANDUM
CITY OF ST. PETERSBURG
ENGINEERING DEPARTMENT

TO: Iris Winn, Administrative Clerk, Development Services
    Jennifer Bryla, Zoning Official, Development Review Services
FROM: Nancy Davis, Engineering Plan Review Supervisor
DATE: October 14, 2018
SUBJECT: Alley Vacation – 734 35th Avenue South
FILE: 18-33000008

LOCATION AND PIN: 734 1/2 35th Avenue South; 31/31/17/03960/002/0261
    734 35th Avenue South; 31/31/17/08802/003/0140
    727 36th Avenue South; 31/31/17/03960/002/0240
    731 36th Avenue South; 31/31/17/03960/002/0280

ATLAS: F-19
PROJECT: Vacation
REQUEST: Approval of a vacation of a 20-foot North South alley located between
    35th Avenue South and 36th Avenue South between 6th Street South and
    Dr. M.L. King Jr. Street South, adjacent to Lots 24 and 26 of Bayou
    Vista Revised Map Block B and Lots 13 and 14 of Big Bayou
    Subdivision, Florence Goldies Revision Block 3.

COMMENTS: The Engineering Department has no objection to the vacation request with the following comments:

1. City Utility Maps do not indicate the existence of any City owned public infrastructure within alley proposed
    for vacation. Therefore no public utility easement is required as a condition of the vacation request.

2. Since the vacated area will be split between the east and west ownerships, any existing access to private
    property along the alley would need to be relocated to be completely within the private property. The redundant
    alley approaches to the Avenues must be removed from within the public right of way of 35th Avenue South and
    36th Avenue South as follows:

   a) The applicant shall be required to properly remove the redundant alley approach at 35th Avenue South
      and all associated paving in the public right of way. Existing drop (flush) roadway curb across the alley
      approach shall be removed and replaced with an appropriate raised curb to match existing adjacent curb
      type. The area behind the road curb shall be filled and appropriately graded and the public sidewalk shall
      be replaced across the width of the removed driveway approach. All disturbed areas of the parkway (area
      between the road curb and the property line) shall be restored with appropriate grading for drainage toward
      the public road and stabilized with sod, NOT SEED.

   b) The applicant shall be required to removed the pavement surfaces associated with the driveway approach
      to 36th Avenue South. Existing road curb is a valley curb and therefore may remain at this location and
      sidewalk replacement is not required since there is no existing adjacent sidewalk. The area of the removed
approach must be appropriately graded to match existing adjacent grade and maintaining drainage toward
the public roadway with all disturbed areas of the parkway restored and stabilized with sod, NOT SEED.

3. A Right of Way Work permit for removal of the redundant alley aprons issued by the City Engineering must
be obtained prior to the commencement of construction within dedicated right-of-way. All work within right of
way shall be installed by the applicant’s licensed contractor in accordance with the current standards,
specifications, and policies adopted by the City. All design, permitting, and construction shall be performed at
the sole expense of the applicant.

NED/MJR/meh

pc: Kelly Donnelly
Correspondence File
SUBDIVISION DECISION
Application
Application No. 17-33000008

All applications are to be filled out completely and correctly. The application shall be submitted to the City of St. Petersburg's Development Review Services Division, located on the 1st floor of the Municipal Services Building, One 4th Street North.

Application Type:
Per: 16.40.140 & 16.70.050

- Lot Line Adjustment
- Lot Split
- Lot Refacing
- Street Name Change
- Street Closing
- Vacating – Street Right-of-Way
- Vacating – Alley Right-of-Way
- Vacating – Walkway Right-of-Way
- Vacating – Easement
- Vacating – Air Rights

GENERAL INFORMATION
NAME of APPLICANT (Property Owner): UKUMBAK Apartments Inc. George Gower President
Street Address: 545 20th Ave NE
City, State, Zip: Saint Petersburg FL 33704
Telephone No: 727 688 8338 Email Address: ggower@tampabeyhousing.com

NAME of AGENT or REPRESENTATIVE:
Street Address:
City, State, Zip:
Telephone No: Email Address:

PROPERTY INFORMATION: West side of alley from 36th Ave S, North to 35th Ave S
Street Address or General Location: between 35th Ave S and 36th Ave S about 7th S
Parcel ID(s): 31 31 17 03960 002 0280, 31 31 17 03960 002 0261, 31 31 17 08802 003 0140

DESCRIPTION OF REQUEST:
Vacate and return west side of alley to owned adjoining lots on west apx 10x238

PRE-APPLICATION DATE: 5/8/18 PLANNER: Kathryn Younkin

FEE SCHEDULE
Lot Line & Lot Split Adjustment Administrative Review $200.00 Vacating Streets & Alleys $1,000.00
Lot Line & Lot Split Adjustment Commission Review $300.00 Vacating Walkway $400.00
Lot Refacing Administrative Review $300.00 Vacating Easements $500.00
Lot Refacing Commission Review $500.00 Vacating Air Rights $1,000.00
Variance with any of the above $200.00 Street Name Change $1,000.00
Street Closing $1,000.00

Cash, credit, and checks made payable to the "City of St. Petersburg"

AUTHORIZATION
City Staff and the designated Commission may visit the subject property during review of the requested variance. Any Code violations on the property that are noted during the inspections will be referred to the City's Codes Compliance Assistance Department.

The applicant, by filing this application, agrees he or she will comply with the decision(s) regarding this application and conform to all conditions of approval. The applicant's signature affirms that all information contained within this application has been completed, and that the applicant understands that processing this application may involve substantial time and expense. Filing an application does not guarantee approval, and denial or withdrawal of an application does not result in remittance of the application fee.

NOTE: IT IS INCUMBENT UPON THE APPLICANT TO SUBMIT CORRECT INFORMATION. ANY MISLEADING, DECEPTIVE, INCOMPLETE, OR INCORRECT INFORMATION MAY INVALIDATE YOUR APPROVAL.

Signature of Owner/Agent:________________________ Date: 8/17/18
*Affidavit to Authorize Agent required, if signed by Agent.

Typed name of Signatory: George O Gower, President
All applications are to be filled out completely and correctly. The application shall be submitted to the City of St. Petersburg's Development Review Services Division, located on the 1st floor of the Municipal Services Building, One 4th Street North.

Application Type:
- Lot Line Adjustment
- Lot Split
- Lot Refacing
- Street Name Change
- Street Closing
- Vacating - Street Right-of-Way
- Vacating - Alley Right-of-Way
- Vacating - Walkway Right-of-Way
- Vacating - Easement
- Vacating - Air Rights

Application No. 17-3300008

NAME of APPLICANT (Property Owner): Shane M Woods, Heather A Woods
Street Address: 727 36th Ave S
City, State, Zip: St Petersburg, FL 33705
Telephone No: 727 320 7670

NAME of AGENT or REPRESENTATIVE: George Gower
Street Address: 545 20th Ave NE
City, State, Zip: St Petersburg, FL 33704
Telephone No: 727 688 8338
Email Address: ggower@tampabayhousing.com

PROPERTY INFORMATION: East side of alley from 36th Ave S. North to south lot line of lot 13 on 35th Ave S
Street Address or General Location: 727 36th Ave S
Parcel ID(s): 31 31 17 03960 002 0240

DESCRIPTION OF REQUEST:
Vacate and return east side of alley to owned adjoining lot on east, apx 10x160

PRE-APPLICATION DATE: 6/8/18 PLANNER: KATHARINE YOUNKIN

FEE SCHEDULE

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Line &amp; Lot Split Adjustment Administrative Review</td>
<td>$200.00</td>
</tr>
<tr>
<td>Lot Line &amp; Lot Split Administrative Review</td>
<td>$300.00</td>
</tr>
<tr>
<td>Lot Refacing Administrative Review</td>
<td>$300.00</td>
</tr>
<tr>
<td>Lot Refacing Commission Review</td>
<td>$500.00</td>
</tr>
<tr>
<td>Variance with any of the above</td>
<td>$200.00</td>
</tr>
<tr>
<td>Vacating Streets &amp; Alleys</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Vacating Walkway</td>
<td>$400.00</td>
</tr>
<tr>
<td>Vacating Easements</td>
<td>$500.00</td>
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<tr>
<td>Vacating Air Rights</td>
<td>$1,000.00</td>
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<tr>
<td>Street Name Change</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Street Closing</td>
<td>$1,000.00</td>
</tr>
</tbody>
</table>

Cash, credit, and checks made payable to the "City of St. Petersburg"

City Staff and the designated Commission may visit the subject property during review of the requested variance. Any Code violations on the property that are noted during the Inspections will be referred to the City’s Codes Compliance Assistance Department.

The applicant, by filing this application, agrees he or she will comply with the decision(s) regarding this application and conform to all conditions of approval. The applicant’s signature affirms that all information contained within this application has been completed, and that the applicant understands that processing the application may involve substantial time and expense. Filing an application does not guarantee approval, and denial or withdrawal of an application does not result in remittance of the application fee.

NOTE: IT IS INCUMBENT UPON THE APPLICANT TO SUBMIT CORRECT INFORMATION. ANY MISLEADING, DECEPTIVE, INCOMPLETE, OR INCORRECT INFORMATION MAY INVALIDATE YOUR APPROVAL.

Signature of Owner/Agent: [Signature]
Typed name of signatory: Shane M Woods

Cash, credit, and checks made payable to the "City of St. Petersburg"

Date: 8/21/18
Application No.___________________________

In accordance with LDR Section 16.70.040.1.F.2. "It is the policy of the City to encourage applicants to meet with residents of the surrounding neighborhoods prior to filing an application for a permit requiring review and public hearing. The applicant, at his option, may elect to include neighborhood mediation as a preparatory step in the development process. Participation in the public participation process prior to required public hearings will be considered by the decision-making official when considering the need, or request, for a continuance of an application. It is not the intent of this section to require neighborhood meetings, but to encourage meetings prior to the submission of applications for approval and documentation of efforts which have been made to address any potential concerns prior to the formal application process."

APPLICANT REPORT

Street Address:
1. Details of techniques the applicant used to involve the public
   (a) Dates and locations of all meetings where citizens were invited to discuss the applicant's proposal
      LAKESWOOD TERRACE NEIGHBORHOOD ASSOCIATION
      JULY 19, 2018

   (b) Content, dates mailed, and number of mailings, including letters, meeting notices, newsletters, and other publications

   (c) Where residents, property owners, and interested parties receiving notices, newsletters, or other written materials are located

2. Summary of concerns, issues, and problems expressed during the process

3. Signature or affidavit of compliance - President or vice-president of any neighborhood associations
   Check one: (X) Proposal supported
   ( ) Do not support the Proposal
   ( ) Unable to comment on the Proposal at this time
   ( ) Other comment(s):

   Association Name  President or Vice-President Signature
   LAKESWOOD TERRACE

   If the president or vice-president of the neighborhood association are unavailable or refuse to sign such certification, a statement as to the efforts to contact them and (in the event of unavailability or unwillingness to sign) why they were unable or unwilling to sign the certification.
Lakewood Terrace Neighborhood Association!

General July Meeting Agenda!

Meeting Location: Enoch Davis Center 1111 18th Ave S

Lakewood Terrace Neighborhood Association is a volunteer group of people with a common interest banding together to maintain and improve the neighborhood in which we live.

<table>
<thead>
<tr>
<th>Time</th>
<th>Duration</th>
<th>Subject</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:30</td>
<td></td>
<td>Meet and greet Call to seats</td>
<td>Meet your neighbors and grab a bite to eat Move to have meeting minutes approved at BoD meeting and posted to the new active member website</td>
</tr>
<tr>
<td>6:58</td>
<td>5 Min</td>
<td>Moment of Silence</td>
<td></td>
</tr>
<tr>
<td>6:59:30</td>
<td></td>
<td>Meeting Minutes</td>
<td></td>
</tr>
</tbody>
</table>

7:00 15 Min

City Affairs and Community Reports

- Police report
- Officer Rulison
- Community Officer
- Codes report
- Demetrius Johnson
- Area Codes Investigator
- Neighborhood Specialist
- Robert Barto
- Summer food program

Report on last month's crimes and answer questions.

Report on last month's code cases and answer questions.

Introduction of our new City of St. Pete Neighborhood Specialist

Free Breakfast and Lunch for 18 and younger (See flyer and lwtna.org for details)

Association Affairs

- Now we can apply for grants offered by anyone
- Any donations to the Assoc. are tax deductible to the donor.
- Applying for sales tax exemption status with State of FL. All purchases for the association will be sales tax free
- Registering non-profit with State of FL agriculture department as required
- We now have Office 365 for free through the Microsoft non-profit program
  - Email system
  - Active member web site with features like:
    - Document Storage: All association documents will be stored on the site
    - Meeting minutes, By-Laws, Flyers, legal, accounting, pictures... Some types of documents be available only to BOD
    - Communication Tools
    - Skype conferencing and group chat.
  - Organizer: To do list, Event calendars, contact list, discussion tracking

And so much or.

Microsoft Office 365 for Non-Profits

Recording Secretary: Wihelmenia Babcock
Corresponding Secretary: Julia Laiimore

President: Kenneth Conklin
Vice President: David VanWanneote
Treasure: Edna Barns
## Association Affairs Continued

| Crime Watch Group | • Status of setting up the Crime Watch  
| Keith Bacon on behalf of Luke Sharpnack | • lwtcw.org (move to purchase $15 per yr.)  
| | www.lwtcw.org for website  
| | @lwtcw.org email  
| | Part of our Office 365  
| | • Should Sponsor Trunk and Treat or Winter Huddle event?  
| Pinellas Point Group | • Meeting Monday 12 – 1 pm  
| | • Planning the next Food Truck Rally for the beginning of November  
| | • Most likely schedule Food Truck Rally twice a year in spring and fall  
| George Gower vacating Public Right Away | • Asking for association’s support for vacation of Public Right-Away  
| | 700 block between 35th and 36th Avenues So.  
| Speakers (do we want to schedule them) When and where? | • Florida Fish and Wildlife – Coyotes  
| | • Educate about urban coyotes and questions and answers  
| | • One big meeting for all Pinellas Point residents (about 2 hrs.) or several small meetings (about 1 – 1.5 hrs.) at different locations  
| | • St. Pete history museum about our neighborhood history (about 45 Min)  

### Up Coming Events

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Subject</th>
<th>Details</th>
</tr>
</thead>
</table>
| July 21st| 11-2pm| Summer Sizzle BBQ        | -Lakewood Terrace Neighborhood Park: 701 38 Ave. So.  
|          |       |                          | -Flyers starts at 10 AM  
|          |       |                          | -Flyers handed out last weekend, Thank you David, Phyllis  
|          |       |                          | -Grilling will be done next door to the park at Luke’s and Julian’s house: Thank you guys  
|          |       |                          | -Did not add the bicycle registration to the flyer.  
| Oct 27th | 11-2pm| Trunk & Treat Parade     | -Lake Maggiore Park  
|          |       |                          | -Rent-A-Center pledged support  
| Nov?     | ?     | Food Truck Rally         | -Skyway Shopping Center  

### Open Discussion

<table>
<thead>
<tr>
<th>Subject</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open Topic</td>
<td></td>
</tr>
</tbody>
</table>
THIS IS NOT A SURVEY

35TH AVENUE SOUTH (40' R/W)
(PALM AVE.–PER PLAT)

LOT 14, BLOCK 3,
BIG BAYOU FLORENCE L.
GOLDIE’S REVISED SUBD.
(PLAT BOOK 5, PAGE 13)

LOT 13, BLOCK 3,
BIG BAYOU FLORENCE L.
GOLDIE’S REVISED SUBD.
(PLAT BOOK 5, PAGE 13)

36TH AVENUE SOUTH (60' R/W)
(PARK AVE.–PER PLAT)

LOT 26, BLOCK B,
REVISED MAP OF
BAYOU VISTA
SUBDIVISION
(PLAT BOOK 4, PAGE 17)

LOT 24, BLOCK B,
REVISED MAP OF
BAYOU VISTA
SUBDIVISION
(PLAT BOOK 4, PAGE 17)

SKETCH AND LEGAL DESCRIPTION OF EXISTING ALLEY TO BE VACATED:

THE 20 FOOT WIDE PLATTED ALLEY LYING SOUTH OF 35TH AVENUE SOUTH (PALM AVE.–PER PLAT), BETWEEN LOTS 13 AND 14, BLOCK 3, BIG BAYOU, FLORENCE L. GOLDIE’S REVISED SUBD., RECORDED IN PLAT BOOK 5, PAGE 13, PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA; AND NORTH OF 36TH AVENUE SOUTH (PARK AVE.–PER PLAT), BETWEEN LOTS 24 AND 26, BLOCK B, REVISED MAP OF BAYOU VISTA SUBDIVISION, RECORDED IN PLAT BOOK 4, PAGE 17, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

CONTAINING 4760 SQUARE FEET, MORE OR LESS.

JOE NUMBER: MAXVIII.335
TELEPHONE: (727) 360–0636
SCALE: 1 INCH = 40 FEET

DAVID C. HARNER
PROFESSIONAL SURVEYOR & MAPPER
5925 GULF BOULEVARD
TREASURE ISLAND, FL. 33706

CERTIFIED TO: GEORGE GOWER

I HEREBY CERTIFY TO THE HEREIN NAMED PARTY OR PARTIES THAT THE SKETCH AND LEGAL DESCRIPTION REPRESENTED HEREON MEETS THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J–17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO FLORIDA STATUTE 472.027.

LEGEND:
R/W=RIGHT OF WAY (P)=PLAT

8/20/18

DAVID C. HARNER P.S./M.
REGISTRATION NUMBER 2830

"NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER"
July 19, 2018

City of St Petersburg Development Review Division
POB 2842
St Petersburg FL 33731

RE: 35th Ave S to 36th Ave S and approximately 7th Street S

Vacation of area between platted subdivisions.

The area under consideration is the alley between 35th and 36th Avenue South. This north-south 20 foot wide strip is an unpaved sandy area infrequently used. Currently there is a 30 inch+ live oak tree growing in the middle of the alley. It takes 60 to 100 years to grow to this size which further attests to the infrequent use. The nature of development in the time of these plats (1916) did not always consider the need of an alley.

All affected neighbors, which were found, are in agreement with the closing. Neighbors on the north and south terminus (across 35th and 36th Ave) are also in agreement via casual conversations. The Lakewood Terrace Neighborhood Association is also in agreement.

The current applicant ownership along this proposed vacation is 50% of total which is 238 feet. (The entire west side)

The applicant has contacted the owner of lot 24, 727 36th Ave South, who is the only homeowner on the alley and is very agreeable to the vacation. He owns 160 feet or 67% of the total of the east side of alley. The remaining owner to the north east, 726 35th Avenue S., Lot 14 Florence Goldie’s Revised Sub, has 78 feet along the alley or 33% of total of east side of alley. This owner has not responded to posting on the rented duplex on the lot or to mailings to the Tax Assessor’s owners of record address or to any other properties under the same ownership. They are currently parking in the front yard but could with the vacation park on their new land along the side of the building.

I propose splitting land to be vacated in Bayou Vista Sub 50/50; 10 feet each with Lot 26 Bayou Vista (727 35th Ave S) that owns 160 feet along the subject vacation.

I propose splitting vacated portion on the north end: Florence Goldie’s Big Bayou Lot 13 50/50 10 feet to each lot. In reviewing the 1919 revised plat of Florence Goldie’s Big Bayou there is a notation verbatim “Note- this plat filed to correct error in location of alley on S. side of Palm Ave. next to lot 14”. The original prior plat that was revised by the 1919 revision could not be found. A title company recorded such in a memorandum recorded in 1998.

REQUIRED MATTERS FOR CONSIDERATION:

1) The need for easements for public utilities including stormwater drainage and pedestrian easements to be retained or required to be dedicated as requested by the various departments or utility companies.
1 response) There are no stormwater or public utility easements that will be affected. (This assumes that the north easement, the Florence Goldie’s portion, will be vacated to the lot owner and the unrecorded Duke Energy use for a power line will continue. This power line will also continue west across the vacated portion along the south line of lot 14 Big Bayou.

The neighbors say that due to unpaved and not-maintained status of the sandy passage, it is not used by emergency vehicles nor garbage trucks but only people taking a shortcut. Also, it is also too narrow for most city services due to a large century oak growing in the middle of the sand alley.

2) Whether the vacation would cause a substantial detrimental effect upon or substantially impair access to any lot of record.

2 response) No owner access denied. Adjacent land owners have access to their properties via the east-west avenues.

There is an interior lot served by the alley that was subdivided via deed from Lot 26 Bayou Vista, described as the North 40 feet of Lot 26, Block B, Bayou Vista Revised Map. It has a unique tax parcel number. It has been in joint ownership by both the north and south parcels over the years and most recently as a stand-alone residence. It measures 40 feet along the proposed vacated area by 50 feet west to lot 28 Bayou Vista. The applicant has purchased this lot (2017). If the alley remains there is the possibility of building on the lot that had a residence previously.

3) Whether the vacation would adversely impact the existing roadway network, such as creating dead-end rights-of-way, substantially alter utilized travel patterns, or undermine the integrity of historic plats of designated historic landmarks or districts.

3 response) No impact on existing roadway network. There is not a connecting or continuation passage to either the 34th or 37th Avenues. The long blocks that do not have any cross streets are unusual for St Petersburg but not for this part of the city. 34th to 35th Avenues and 36th to 37th Avenues which run from 6th Street to Dr Martin Luther King Jr Street do not have any through connection to the next avenue.

The Bayou Vista Plat has been completely changed, with 12 of the original 50 lots modified over the years thus little historical significance remains.

4) Whether the easement is needed for the purpose for which the City has a legal interest and rights-of-way, whether there is a present or future need for right-of-way for public vehicular or pedestrian access, or for public utility corridors.

4 response) This passage is not necessary for any future right-of-ways. Utilities have been in place for several years and land is fully developed. The sewer and water service is in the avenues and not in the alley.

Duke Energy was contacted to discuss whether an easement was needed for power lines in the alley but could not respond on the record until a formal request was made by the city. This older subdivision does not have recorded easements. A map showing the existing electric service lines is attached to the
application. The service is generally along shared lot lines that do not have dedicated easements. The subject alley does not have any power lines except where it crosses west to east along the rear lot lines of Big Bayou Sub. The alley is not used to service the rear poles and lines which currently must be reached from 35th Avenue as they are too far to reach from the alley. The vacant lots on 36th Avenue will likewise be serviced along this back-of-lot line although a few houses on 36th Avenue are serviced by a power line there which could also service the vacant lots. An easement may be given to allow access as a condition of the vacation to the one pole that can be reached from the alley.

Garbage and recycling is collected in the avenue- not the alley.

5) The POD, Development Review Commission, and City Council may also consider any other factors affecting the public health, safety, or welfare.

5 response) By closing off this no-man’s-land the amount of dumping and nefarious uses will decrease and larger lots will encourage future investment. The sandy path is also a security risk to current and future occupants.

The alley can’t be paved without removing the large oak which does add to the character of the neighborhood. The continued maintenance of this sand lane is not worth the cost for the very limited use.
Applicants are strongly encouraged to obtain signatures in support of the proposal(s) from owners of property adjacent to or otherwise affected by a particular request.

<table>
<thead>
<tr>
<th>NEIGHBORHOOD WORKSHEET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Street Address:</strong> 731 36th Ave S (vacant lot)</td>
</tr>
<tr>
<td><strong>Description of Request:</strong></td>
</tr>
<tr>
<td>The undersigned adjacent property owners understand the nature of the applicant’s request and do not object (attach additional sheets if necessary):</td>
</tr>
<tr>
<td><strong>1.</strong> Affected Property Address: 726 35th Ave S 78 feet = 33% of side, 18.5% of total</td>
</tr>
<tr>
<td>Owner Signature:</td>
</tr>
<tr>
<td><strong>2.</strong> Affected Property Address: 727 36th Av S 160 feet = 67% of side 33.5% of total</td>
</tr>
<tr>
<td>Owner Signature:</td>
</tr>
<tr>
<td><strong>3.</strong> Affected Property Address: 731 36th Ave S 238 feet = 100% of side 50% of total</td>
</tr>
<tr>
<td>Owner Signature:</td>
</tr>
<tr>
<td><strong>4.</strong> Affected Property Address:</td>
</tr>
<tr>
<td>Owner Signature:</td>
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<tr>
<td><strong>5.</strong> Affected Property Address:</td>
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<tr>
<td>Owner Signature:</td>
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<td><strong>6.</strong> Affected Property Address:</td>
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<tr>
<td>Owner Signature:</td>
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<tr>
<td><strong>7.</strong> Affected Property Address:</td>
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<tr>
<td>Owner Signature:</td>
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<tr>
<td><strong>8.</strong> Affected Property Address:</td>
</tr>
<tr>
<td>Owner Signature:</td>
</tr>
</tbody>
</table>
35-36th Ave S Vacation Exhibits

A Application for vacation by applicant Gower

B Application for vacation by applicant Woods

1 pre application meeting notes

2A public participation report- Support of Neighborhood Association

2B 2C neighborhood association agenda to approve

3 sketch and description by licensed surveyor

3A sketch by applicant to further clarify

4A 4B 4C Narrative of Request

5A Neighborhood Worksheet

5B 5C non-responsive neighbor

6A – 6I photos

7A neighborhood plats

8A additional drawing with trees and power poles

8B power grid

9A location of tree

9B photo of tree location

10 sewer map

11 water map

additional copies (3) of graphics drawn to scale depicting specific area of proposed vacation

paper copy of legal description

copy of check
THE 20 FOOT WIDE PLATTED ALLEY LYING SOUTH OF 35TH AVENUE SOUTH (PALM AVE. — PER PLAT), BETWEEN LOTS 13 AND 14, BLOCK 3, BIG BAYOU, FLORANCE L. GOLDFE'S REVISED SUBD. RECORDED IN PLAT BOOK 5, PAGE 13, PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA; AND NORTH OF 36TH AVENUE SOUTH (PARK AVE. — PER PLAT), BETWEEN LOTS 24 AND 26, BLOCK B, REVISED MAP OF BAYOU VISTA SUBDIVISION, RECORDED IN PLAT BOOK 4, PAGE 17, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

CONTAINING 4760 SQUARE FEET, MOR OR LESS
Phetsamone Khammanivong  
5411 4th avenue S  
St Petersburg FL 33707

RE: 726 35th Ave S

Dear Phetsamone,

I own the vacant lot across the alley from your duplex at 726 35th Avenue S. I also own the vacant lots on 36th Ave South that share the alley with you. I plan on building new houses on my four lots.

I propose closing the alley and splitting the 20 foot easement between us. It would make your lot 10 feet wider and stop the traffic and dust it creates. The owner north of you has already agreed to split with me.

There is a lot of paperwork required by the city and maybe some hearings. I will pay all the fees and attend all the hearings if you want to proceed.

Please call me or email to discuss the next steps.

Sincerely,

George Gower

President UKUMBAK Apartments Inc

gower@tampabayhousing.com

727 688 8338
Phetsamone Khammanivong  May 4, 2018
I own the lot across the alley from your 726 35th Ave S. I want to close the alley and split it with you. It is 20 feet wide so your lot would be 10 feet wider. The neighbor in front said OK and I own all the land from 35th to 36th Ave on west side now. Please call me to discuss. George Gower 727 688 8338 ggower@tampabayhousing.com
35-36 Ave alley vacation

looking east on 36th Ave
looking north from 36th Avenue, 727 36th Ave on right (east)
looking north from 35th Avenue 726 35th Ave on left (east)

SOUTH
rear of 777 36th Ave showing power supply above alley, guy wire to east and street light
742 35th Ave S, showing electric service to rear lot line
alley lines drawn on photo to show tree location
looking west on 35th Avenue
CERTIFICATION OF THE CLERK OF THE CIRCUIT COURT

I, KARLEEN F. De BLAKER, Clerk of the Circuit Court of Pinellas County, Florida, do hereby certify that I am custodian of the Official Records and Indexes thereto for Pinellas County, Florida, under the provisions of Section 177.111, Florida Statutes.

I further certify that a diligent search of the Official Records and Indexes thereto has been made for the recording of the plat in the name of BIG BAYOU; FLORENCE L GOLDIE'S REVISED SUBD, and that said plat was recorded in Book OS Page 3, of the Public Records of Pinellas County, Florida. This the only recording of record under that name.

In WITNESS WHEREOF I have hereunto affixed my signature and the official seal of the Circuit Court this 14th day of July, 1998.

KARLEEN F. De BLAKER
Clerk of the Circuit Court

By: Aniseta J Frech, Deputy Clerk
Recording Services Department
rep-u-tá-tion  

1 a: overall quality or character as seen or judged by people in general  
b: recognition by other people of some characteristic or ability  
2: a place in public esteem or regard: good name.
repu-tâ-tion

1 a: overall quality or character as seen or judged by people in general
   b: recognition by other people of some characteristic or ability
   2: a place in public esteem or regard: good name.
The following page(s) contain the backup material for Agenda Item: Ordinance 1111-V approving the vacations of 14th Street North between the southern boundary of 2nd Avenue North and the southern boundary of Arlington Avenue North, Arlington Avenue North between the western boundary of 13th Street North and the western boundary of 14th Street North, the south seven and one-half (7-1/2) feet of Lot 47, and the east-west alley south of 2nd Avenue North between 13th Street North and 14th Street North, of the Revised Plat of Jackson Park Subdivision of the City of St. Petersburg, Florida. (City File 18-33000011)
Please scroll down to view the backup material.
TO: The Honorable Chair, and Members of City Council

SUBJECT: Ordinance approving the vacations of 14th Street North between the southern boundary of 2nd Avenue North and the southern boundary of Arlington Avenue North, Arlington Avenue North between the western boundary of 13th Street North and the western boundary of 14th Street North, the south seven and one-half (7 1/2) feet of lot 47, and the east-west alley south of 2nd Avenue North between 13th Street North and 14th Street North, of the revised plat of Jackson Park Subdivision of the City of St. Petersburg, Florida (City File No.: 18-33000011)

RECOMMENDATION: The Administration and the Development Review Commission recommend APPROVAL.

RECOMMENDED CITY COUNCIL ACTION:
1) Conduct the second reading and public hearing; and
2) Approve the proposed ordinance.

The Request: The request is to vacate the following rights-of-way; 14th Street North between the southern boundary of 2nd Avenue North and the southern boundary of Arlington Avenue North, Arlington Avenue North between the western boundary of 13th Street North and the western boundary of 14th Street North, the south seven and one-half (7 1/2) feet of lot 47, and the east-west alley south of 2nd Avenue North between 13th Street North and 14th Street North.

Discussion: As set forth in the attached report provided to the Development Review Commission (DRC), Staff finds that vacating the subject rights-of-way would be consistent with the criteria in the City Code, the Comprehensive Plan, and the applicable special area plan.

The applicant is the City of St. Petersburg and these rights-of-way are being vacated in order to assemble the rights-of-way with the adjacent lots for redevelopment as headquarters for the Police Department. These rights-of-way were previously recommended for vacation by the DRC and approved for vacation by the City Council in 2013 (portions of 14th Street North and Arlington Avenue North and the east west alley) and 2015 (the south 7.5-feet of Lot 47). The vacations lapsed due to an extended period to obtain releases from all utility providers.
Agency Review: All City and private utility companies have provided letters of no objection in support of the vacations and the related subdivision plat.

Public Comments: One call was received from the Methodist Town Neighborhood Association to get additional information on the request.

DRC Action/Public Comments: On December 5, 2018, the Development Review Commission (DRC) held a public hearing on the subject application. No person spoke in opposition to the request. After the public hearing, the DRC voted 7 - 0 to recommend approval of the proposed vacation. In advance of this report, no additional comments or concerns were expressed to the author.

RECOMMENDATION:

The Administration recommends APPROVAL of the rights-of-way vacation, subject to the following conditions:

1. Replat the vacated rights-of-way, along with the abutting private properties.

2. As required City Code Section 16.70.050.1.1 F, approval of right-of-way vacations requiring replat shall lapse unless a final plat based thereon is recorded in the public records within 24 months from the date of such approval or unless an extension of time is granted by the Development Review Commission or, if appealed, City Council prior to the expiration thereof. Each extension shall be for a period of time not to exceed one (1) year.

Attachments: Parcel Map, Aerial, Ordinance with Exhibit "A", DRC Staff Report
Attachment A
City of St. Petersburg, Florida
Planning and Development Services Department
Case No: 18-33000011
Address: 1301 1st Avenue North et al.
ORDINANCE NO._____


THE CITY OF ST. PETERSBURG DOES ORDAIN:

Section 1. The following right-of-way is hereby vacated as recommended by the Administration and the Development Review Commission on December 5, 2018 (City File No. 18-33000011):

Legal Description: See attached Exhibit “A” – 1 page.

Section 2. The above-mentioned right-of-way is not needed for public use or travel.

Section 3. The vacation is subject to and conditional upon the following:

1. Replat the vacated rights-of-way, along with the abutting private properties.

2. As required City Code Section 16.70.050.1.1 F, approval of right-of-way vacations requiring replat shall lapse unless a final plat based thereon is recorded in the public records within 24 months from the date of such approval or unless an extension of time is granted by the Development Review Commission or, if appealed, City Council prior to the expiration thereof. Each extension shall be for a period of time not to exceed one (1) year.

Section 4. In the event this ordinance is not vetoed by the Mayor in accordance with the City Charter, it shall become effective upon the expiration of the fifth business day after adoption unless the Mayor notifies the City Council through written notice filed with the City Clerk that the Mayor will not veto the ordinance, in which case the ordinance shall become effective immediately upon filing such written notice with the City Clerk. In the event this ordinance is vetoed by the
Mayor in accordance with the City Charter, it shall not become effective unless and until the City Council overrides the veto in accordance with the City Charter, in which case it shall become effective immediately upon a successful vote to override the veto.

LEGAL: 

[Signature]

PLANNING & DEVELOPMENT SERVICES DEPARTMENT:

[Signature]
Exhibit "A"

LEGAL DESCRIPTION

That portion of 14th Street North lying South of the South Right of Way of 2nd Avenue North and lying North of the South Right of Way of Arlington Avenue North (First Avenue North per REVISED PLAT OF JACKSON'S PARK, as recorded in Plat Book 3, Page 20, Public Records of Pinellas County, Florida)

Together with

That portion of Arlington Avenue North (First Avenue North per REVISED PLAT OF JACKSON'S PARK, as recorded in Plat Book 3, Page 20, Public Records of Pinellas County, Florida) lying East of the West Right of Way of 14th Street North and West of the West Right of Way of 13th Street North

Together with

The South seven and one-half (7-1/2) feet of Lot forty-seven (47) of Jackson Park Subdivision of the City of St. Petersburg, Florida, according to the map or plat thereof on file and of record in the office of the Clerk of the Circuit Court in the County of Pinellas, Florida, Plat Book 1, Page 25

Together with

That 17.00 foot wide East/West alley lying between 13th Street North and 14th Street North as shown on REVISED PLAT OF JACKSON'S PARK, as recorded in Plat Book 3, Page 20, Public Records of Pinellas County, Florida.

St Petersburg, Florida
VACATION OF RIGHT-OF-WAY
PUBLIC HEARING

According to Planning & Development Services Department records, no Commission member resides or has a place of business within 2,000 feet of the subject property. All other possible conflicts should be declared upon the announcement of the item.

REPORT TO THE DEVELOPMENT REVIEW COMMISSION FROM DEVELOPMENT REVIEW SERVICES DIVISION, PLANNING & DEVELOPMENT SERVICES DEPARTMENT, for Public Hearing and Executive Action on December 5, 2018 at 2:00 P.M. in Council Chambers, City Hall, 175 Fifth Street North, St. Petersburg, Florida.

CASE NO: 18-33000011

REQUEST: Approval of the vacations of 14th Street North between the southern boundary of 2nd Avenue North and the southern boundary of Arlington Avenue North, Arlington Avenue North between the western boundary of 13th Street North and the western boundary of 14th Street North, the south seven and one-half (7 1/2) feet of lot 47, and the east-west alley south of 2nd Avenue North between 13th Street North and 14th Street North, of the revised plat of Jackson Park Subdivision of the City of St. Petersburg, Florida.

OWNER: City of St. Petersburg
Attn: Aaron Fisch
One 4th Street North
Saint Petersburg, Florida 33731

AGENT: City of St. Petersburg
Attn: Jay Lund
One 4th Street North
Saint Petersburg, Florida 33701

ADDRESSES AND PARCEL ID NOS.: 1328 2nd Avenue North; 24/31/16/43668/000/0250/
*None; 24/31/16/43668/000/0290/
170 13th Street North; 24/31/16/43668/000/0292/
1301 Arlington Avenue North; 24/31/16/43668/000/0430/
*None; 24/31/16/43668/000/0450/
LEGAL DESCRIPTION: See Exhibit "A" for Legal Description of Area to be Vacated

ZONING: Downtown Center (DC-1) and Downtown Center (DC-2)

DISCUSSION AND RECOMMENDATION:

Request. The request is to vacate 14th Street North between the southern boundary of 2nd Avenue North and the southern boundary of Arlington Avenue North, Arlington Avenue North between the western boundary of 13th Street North and the western boundary of 14th Street North, the south seven and one-half (7 1/2) feet of lot 47, and the east-west alley south of 2nd Avenue North between 13th Street North and 14th Street North.

The area of the right-of-way proposed for vacation is depicted on the attached maps (Attachments "A" and "B") and Legal Description (Exhibit "A"). The applicant's goal is to assemble the rights-of-way and adjacent lots for redevelopment.

Analysis. Staff's review of a vacation application is guided by:

A. The City's Land Development Regulations (LDR's);
B. The City's Comprehensive Plan; and
C. Any adopted neighborhood or special area plans.

Applicants bear the burden of demonstrating compliance with the applicable criteria for vacation of public right-of-way. In this case, the material submitted by the applicant does provide background or analysis supporting a conclusion that vacating the subject right-of-way would be consistent with the criteria in the City Code, the Comprehensive Plan, or any applicable special area plan.

The applicant is the City of St. Petersburg and these rights-of-way are being vacated in order to assemble the rights-of-way with the adjacent lots for redevelopment as headquarters for the Police Department. These rights-of-way were previously recommended for vacation by the DRC and approved for vacation by the City Council in 2013 (portions of 14th Street North and Arlington Avenue North and the east west alley) and 2015 (the south 7.5-feet of Lot 47). The vacations lapsed due to an extended period to obtain releases from all utility providers. As of the date of this report, all City and private utility companies have provided letters of no objection in support of the vacations and the related subdivision plat.

A. Land Development Regulations

Section 16.40.140.2.1E of the LDR's contains the criteria for reviewing proposed vacations. The criteria are provided below in italics, followed by itemized findings by Staff.
1. **Easements for public utilities including stormwater drainage and pedestrian easements may be retained or required to be dedicated as requested by the various departments or utility companies.**

   In the process of construction, all existing utilities have been removed with the exception of one utility easement which is being dedicated on the plat to serve Duke Energy and one existing Florida Power Corporation (Duke Energy) easement which is to remain.

2. **The vacation shall not cause a substantial detrimental effect upon or substantially impair or deny access to any lot of record as shown from the testimony and evidence at the public hearing.**

   The requested vacations, if approved, are not anticipated to have a substantial detrimental effect upon or substantially impair or deny access to any lot of record as the property has been consolidated for redevelopment.

3. **The vacation shall not adversely impact the existing roadway network, such as to create dead-end rights-of-way, substantially alter utilized travel patterns, or undermine the integrity of historic plats of designated historic landmarks or neighborhoods.**

   The vacations apply to short sections of the street grid which are not commonly used by the public. If approved, the proposed vacations will not create dead-end rights-of-way, and are not expected to substantially alter utilized travel patterns or undermine the integrity of historic plats of the neighborhood.

4. **The easement is not needed for the purpose for which the City has a legal interest and, for rights-of-way, there is no present or future need for the right-of-way for public vehicular or pedestrian access, or for public utility corridors.**

   Through the platting process, utilities have been identified and removed, or an easement has been granted for utility service. There is no need for the rights-of-way for future public vehicular or pedestrian access.

5. **The POD, Development Review Commission, and City Council shall also consider any other factors affecting the public health, safety, or welfare.**

   As noted below the vacations would be consistent with the direction provided by the Intown West Redevelopment Plan.

### B. Comprehensive Plan

City's Comprehensive Plan for Future Land use 3.2 Goals, Objectives and Policies for Land use discuss the protection of public health, safety and welfare. LU Policy 3.30 includes the provision that local governmental offices shall be encouraged to locate in the CBD through incentives that may include site selection and land assembly assistance and provision of infrastructure and amenities.
C. Adopted Neighborhood or Special Area Plans

The Intown West CRA Dependent Special District was established to remedy blighting conditions within the Intown West Community Redevelopment Area, pursuant to the authority provided by the Florida Community Redevelopment Act of 1969. Vacation of these rights-of-way would be consistent with the criteria in the plan and the area is specifically shown in Map 5 of the Intown West Redevelopment Plan as an area appropriate for vacation of rights-of-way. The subject right-of-way is within the boundaries of the Methodist Town Neighborhood Association. There are no neighborhood plans which affect vacation of right-of-way in this area of the City.

Comments from Agencies and the Public

No comments were received from the public or private utility companies in regard to this request. One call was received from the Methodist Town Neighborhood Association to get additional information on the request.

RECOMMENDATION: Staff recommends APPROVAL of the proposed street and alley right-of-way vacations. If the DRC is inclined to support the vacation, Staff recommends the following special conditions of approval:

1. Replat the vacated rights-of-way, along with the abutting private properties.

2. As required City Code Section 16.70.050.1.1 F, approval of right-of-way vacations requiring replat shall lapse unless a final plat based thereon is recorded in the public records within 24 months from the date of such approval or unless an extension of time is granted by the Development Review Commission or, if appealed, City Council prior to the expiration thereof. Each extension shall be for a period of time not to exceed one (1) year.

REPORT PREPARED BY:

Kathryn A. Younkin, AICP, LEED AP BD+C, Subdivision Coordinator
Development Review Services Division
Planning & Development Services Department

REPORT APPROVED BY:

Jennifer Bryla, AICP, Zoning Official (POD)
Development Review Services Division
Planning and Development Services Department

Attachments: A – Parcel Map, B – Aerial Map
Exhibit: "A" - Legal Description
Exhibit “A”

LEGAL DESCRIPTION

That portion of 14th Street North lying South of the South Right of Way of 2nd Avenue North and lying North of the South Right of Way of Arlington Avenue North (First Avenue North per REVISED PLAT OF JACKSON’S PARK, as recorded in Plat Book 3, Page 20, Public Records of Pinellas County, Florida)

Together with

That portion of Arlington Avenue North (First Avenue North per REVISED PLAT OF JACKSON’S PARK, as recorded in Plat Book 3, Page 20, Public Records of Pinellas County, Florida) lying East of the West Right of Way of 14th Street North and West of the West Right of Way of 13th Street North

Together with

The South seven and one-half (7-1/2) feet of Lot forty-seven (47) of Jackson Park Subdivision of the City of St. Petersburg, Florida, according to the map or plat thereof on file and of record in the office of the Clerk of the Circuit Court in the County of Pinellas, Florida, Plat Book 1, Page 25

Together with

That 17.00 foot wide East/West alley lying between 13th Street North and 14th Street North as shown on REVISED PLAT OF JACKSON’S PARK, as recorded in Plat Book 3, Page 20, Public Records of Pinellas County, Florida.

St Petersburg, Florida
The following page(s) contain the backup material for Agenda Item: Ordinance 466-Z amending the Official Zoning Map designation of the Venetian Mobile Home Court property, located at 5475 3rd Lane North and estimated to be 19.79 acres in size, from NMH (Neighborhood Mobile Home) to NSM-1 (Neighborhood Suburban Multifamily-1), or other less intensive use. (ZM-8)

Please scroll down to view the backup material.
ST. PETERSBURG CITY COUNCIL

Meeting of January 17, 2019

TO: The Council Chair, and Members of City Council

SUBJECT: City File: ZM-8: Private-initiated application proposing an amendment to the Official Zoning Map designation for the subject property, an estimated 19.8-acre parcel owned by St. Pete 454, LLC, generally located north of 54th Avenue North, between 1st Street North and 4th Street North at 5475 3rd Lane. N.

A detailed analysis of the request is provided in Staff Report ZM-8, attached.

REQUEST: ORDINANCE _____-Z amending the Official Zoning Map designation from NMH (Neighborhood Mobile Home) to NSM-1 (Neighborhood Suburban Multifamily), or other less intensive use.

RECOMMENDATION:

Administration: The Administration recommends APPROVAL.

Public Input: Three phone calls have been received from residents, two requesting more information and one opposed to the rezoning.

Neighborhood Input: The subject property is located within the boundaries of Edgemoor Neighborhood. The applicant sent a copy of the application to the association when it was filed with the City and has assured Staff that a follow up call with the neighborhood association president will be placed prior to any public hearings.

Community Planning & Preservation Commission (CPPC): The CPPC conducted a public hearing on December 11, 2018 and unanimously approved by a vote of 7 to 0.

Recommended City Council Action: 1) CONDUCT the second reading and second public hearing; and 3) APPROVE the proposed ordinance.

Attachments: Ordinance, draft CPPC Minutes and Staff Report.
ORDINANCE NO. __-Z

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF ST. PETERSBURG, FLORIDA, BY CHANGING THE ZONING OF PROPERTY LOCATED at 5475 3RD LANE NORTH, FROM NMH (NEIGHBORHOOD MOBILE HOME) TO NSM-I (NEIGHBORHOOD SUBURBAN MULTIFAMILY); PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES AND PROVISIONS THEREOF; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statute 723.083 states that the City shall not approve a rezoning of a mobile home park unless adequate mobile home parks or other facilities exist for relocation of owners, and

WHEREAS, the owner of the property subject to the rezoning provided the City documentation stating that as of November 11, 2018 no mobile home owners were residing at the property, and

WHEREAS, the City finds that this rezoning is in compliance with Florida Statutes regarding relocation and notice to owners of mobile homes at the subject property, and now therefore,

THE CITY OF ST. PETERSBURG DOES ORDAIN:

SECTION 1. The Official Zoning Map of the City of St. Petersburg is amended by placing the hereinafter described property in a Zoning District as follows:

Property

PARCEL 1:

Lot 1, Block 1, NORTH ST. PETERSBURG SCOTT 2ND PARTIAL REPLAT, according to the map or plat thereof as recorded in Plat Book 77, page 67, of the public records of Pinellas County, Florida.

PARCEL 2:

Tracts A and B, NORTH ST. PETERSBURG SCOTT PARTIAL REPLAT, according to plat thereof recorded in Plat Book 63, page 93, of the public records of Pinellas County, Florida.

PARCEL 3:

Lots 2 through 5 inclusive, NORTH ST. PETERSBURG RICHARDSON PARTIAL REPLAT, according to plat thereof recorded in Plat Book 57, page 81, public records of Pinellas County, Florida; LESS that part of Lot 2, described as follows: Begin at the Southwest corner of said Lot 2, run thence North along the West boundary of said Lot 2, 245.14 feet; thence South 85°27'00" East, 161.09 feet; thence South 07°22'00" West, 237.16 feet; thence South 63°32'15" West, 47.34 feet; thence North 74°45'00" West, 91.00 feet to the POINT OF BEGINNING.

PARCEL 4:
The East 100 feet, more or less, of Barnard Boulevard and the South 10 feet of the East 60 feet, more or less of the West 200 feet, more or less of vacated Barnard Boulevard, as vacated by Ordinance No. 595-V recorded in Official Records Book 6854, page 913, of the public records of Pinellas County, Florida.

ALL OF THE ABOVE PARCELS BEING ALSO DESCRIBED AS:

BEGIN AT THE SOUTHEAST CORNER OF TRACT A, NORTH ST. PETERSBURG SCOTT PARTIAL REPLAT, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 63, PAGE 93, OF THE PUBLIC RECORDS OF PINELLS COUNTY, FLORIDA.

THENCE ALONG THE NORTH RIGHT OF WAY OF 54TH AVE. NE, BEARING SOUH 89°59'34" WEST, A DISTANCE OF 1077.91 FEET TO A POINT;

THENCE, BEARING NORTH 00°07'34" EAST, A DISTANCE OF 256.37 FEET TO A POINT;

THENCE, BEARING SOUTH 74°37'26" EAST, A DISTANCE OF 21.43 FEET TO A POINT;

THENCE, BEARING NORTH 00°07'34" EAST, A DISTANCE OF 120.36 FEET TO A POINT;

THENCE, BEARING SOUTH 74°37'26" EAST, A DISTANCE OF 69.96 FEET TO A POINT;

THENCE, BEARING NORTH 00°07'34" EAST, A DISTANCE OF 52.66 FEET TO A POINT;

THENCE, BEARING NORTH 63°39'49" EAST, A DISTANCE OF 47.34 FEET TO A POINT;

THENCE, BEARING NORTH 07°29'34" EAST, A DISTANCE OF 237.16 FEET TO A POINT;

THENCE, BEARING NORTH 85°19'26" WEST, A DISTANCE OF 161.09 FEET TO A POINT;

THENCE, BEARING NORTH 00°07'34" EAST, A DISTANCE OF 295.96 FEET TO A POINT;

SAID POINT BEING THE BEGINNING OF A CURVE CONCAVE WESTERLY, AND HAVING A RADIUS OF 50 FEET, THENCE A DISTANCE OF 72.59 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 83°11'12" TO A POINT, CHORD BEARS AT SAID POINT NORTH 41°43'10" EAST, A DISTANCE OF 66.38 FEET;

SAID POINT BEING THE BEGINNING OF A CURVE CONCAVE NORTHERLY, AND HAVING A RADIUS OF 1693 FEET, THENCE A DISTANCE OF 356.38 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 12°03'39" TO A POINT, CHORD BEARS AT SAID POINT NORTH 77°16'57" EAST, A DISTANCE OF 355.72 FEET;

THENCE BEARING NORTH 67°43'43" EAST, A DISTANCE OF 90.00 FEET TO A POINT;

THENCE, BEARING SOUTH 22°52'26" EAST, A DISTANCE OF 301.42 FEET TO A POINT;

THENCE, BEARING SOUTH 21°38'23" EAST, A DISTANCE OF 58.83 FEET TO A POINT;

SAID POINT BEING THE BEGINNING OF A CURVE CONCAVE WESTERLY, AND HAVING A RADIUS OF 49.64 FEET, THENCE A DISTANCE OF 86.45 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 99°46'31" TO A POINT, CHORD BEARS AT SAID POINT SOUTH 71°31'39" EAST, A DISTANCE OF 75.93 FEET;

THENCE, BEARING NORTH 59°03'55" EAST, A DISTANCE OF 87.80 FEET TO A POINT;

THENCE, BEARING NORTH 54°42'04" EAST, A DISTANCE OF 154.45 FEET TO A POINT;

THENCE, BEARING NORTH 61°25'04" EAST, A DISTANCE OF 68.36 FEET TO A POINT;

THENCE, BEARING SOUTH 00°03'04" WEST, A DISTANCE OF 272.69 FEET TO A POINT;

THENCE, BEARING SOUTH 89°56'56" EAST, A DISTANCE OF 159.61 FEET TO A POINT;

THENCE ALONG THE WEST RIGHT OF WAY OF 1ST STREET N, BEARING SOUTH 00°03'04" WEST, A DISTANCE OF 530.03 FEET TO A POINT;

SAID POINT BEING THE BEGINNING OF A CURVE CONCAVE WESTERLY, AND HAVING A RADIUS OF 30 FEET, THENCE A DISTANCE OF 47.09 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 89°56'30" TO A POINT, CHORD BEARS AT SAID POINT SOUTH 45°04'19" WEST, A DISTANCE OF 42.40 FEET; TO THE POINT OF BEGINNING.
TRACT B, NORTH ST. PETERSBURG SCOTT PARTIAL REPLAT, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 63, PAGE 93, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

[Containing 19.8 acres, more or less.]

District

From: NMH (Neighborhood Mobile Home)
To: NSM-1 (Neighborhood Suburban Multifamily)

SECTION 2. All ordinances or portions of ordinances in conflict with or inconsistent with this ordinance are hereby repealed to the extent of such inconsistency or conflict.

SECTION 3. This ordinance shall become effective upon adoption.

APPROVED AS TO FORM AND SUBSTANCE: ZM-8 (Zoning)

[Signature]
PLANNING & DEVELOPMENT SERVICES DEPARTMENT DATE

[Signature]
ASSISTANT CITY ATTORNEY DATE
QUASI-JUDICIAL PUBLIC HEARING

B. City File ZM-8

Contact Person: Robyn Keefe, 892-5255

Location: The subject property, estimated to be 19.79 acres in size, is located at 5475 3rd Lane North.

Request: To amend the Official Zoning Map designation from NMH (Neighborhood Suburban Mobile Home) to NSM-1 (Neighborhood Suburban Multi-Family-1), or other less intensive use.

Staff Presentation

Robyn Keefe gave a PowerPoint presentation based on the staff report.

Applicant Presentation

Don Mastry, Attorney and representing the owner/applicant, St. Pete 454. LLC, gave a presentation in support of the request.

Registered Opponent Presentation

Raymond Moulton gave a presentation in opposition of the request; increased traffic, loss of pine trees, wants a wall built around the perimeter; prefers the ingress and egress off 54th Avenue North only.

Public Hearing

The following people spoke in opposition to the request:

Ken Jensen, 150 SE Lincoln Circle N; concerned with crime, trash, trespassers & dog owners not cleaning up after pets.

Karen Jensen, 160 SE Monroe Circle N; concerned with traffic and cut-throughs.

Michelle Knight, 5645 Manchester St; concerned with traffic, crime, currently too many non-affordable apts.; wants a 10-foot wall around the perimeter.

Forrest Mixon, 5710 Pacific St N; needs traffic calming and wants a wall around perimeter.

Cross Examination

By Administration:
Waived.
Rebuttal/Closing Remarks

By Administration:
Mr. Kilborn explained that this is a discontinuation of a mobile home park and because the Future Land Use and Zoning is tailored to such, City staff had to figure out a solution to rezoning this property to another category. In this case, staff felt that the proposed rezoning to NSM-1 (Neighborhood Suburban Multi-Family) was the most compatible transition away from the mobile home park category. He felt that some very good comments for the site review process were received and will be relayed to the zoning staff as well.

By Registered Opponent:
Waived.

By Applicant:
Mr. Mastry stated his agreement with Mr. Kilborn’s remarks and he will relay the comments he had heard to the applicant’s design team; however, it has not been decided at this time if this project will be a rental apartment complex but will be multi-family of some type. Traffic will be considered at the DRC with the expectations of providing a traffic report but pointed out that these are three major streets with all operating at LOS “C.” He urged the CPPC to support because it does meet every condition of the rezoning requirement.

Executive Session

Commissioner Winters asked about the grandfathered status; eight or 11. Ms. Keefe stated that a mobile home park is a use that is permitted in the Neighborhood Mobile Home category at a base density of eight units per acre and the subject mobile home park is grandfathered because it has more units than what would be permitted by right in the zoning category.

Commissioner Winters asked if it is 11 units per acre under the grandfathered status. Ms. Keefe replied, yes, in terms of density but 225 units are currently recognized under that grandfathered status and will remain with the property throughout time.

Commissioner Winters voiced her concern about the CHHA of which the subject property is part of and appears to her an increase in density from 11 to 15 units per acre (158 units to 197 units). Ms. Keefe stated that the increase in density in the CHHA is referring to the allowable density of the Future Land Use category which currently allows, and will continue to allow, up to 15 units per acre by right.

Commissioner Winters wanted her concern noted about adding density to a CHHA and feels that this is a safety issue in terms of evacuation, especially for the lower income people, and then asked how about the height. Mr. Kilborn replied that they do not have a site plan for reference but gave the maximum allowable height for the proposed zoning category of 36-feet for beginning of roof line, 48-feet for top of roof peak, plus whatever the flood plain requirement is.
Commissioner Michaels asked if LU7.1 refers to land use changes and not zoning, to which Ms. Keefe replied, yes.

Commissioner Michaels asked if CM10.B pertaining to directing population concentrations away from CHHA also apply to land use as opposed to zoning, to which Mr. Kilborn replied, yes.

Commissioner Michaels asked if these two policies are still in effect and has not been changed by City Council, to which Ms. Keefe stated, that is correct.

Commissioner Michaels stated that mobile home parks are a very high hazard for CHHA and this proposal is a big plus in trying to correct. He also noticed that the wording for LOS under stormwater management is different from all other level of service; a push for a standard change as it relates to stormwater management would be very much in the public interest.

Commissioner Winters asked what a less intensive zoning use would be as stated in the staff report. Mr. Kilborn replied that there are multiple single-family categories that would be less intensive use.

**MOTION:** Commissioner Wolf moved and Commissioner Whiteman seconded a motion to approve the rezoning request in accordance with the staff report.

**VOTE:**

YES – Bell, Burke, Michaels, Reese, Wolf, Whiteman, Carter
NO – None

Motion passed by a vote of 7 to 0.
Staff Report to the St. Petersburg Community Planning & Preservation Commission
Prepared by the Planning & Development Services Department, Urban Planning and Historic Preservation Division

For Public Hearing and Executive Action on December 11, 2018 at 2:00 p.m., in the City Council Chambers, City Hall, 175 Fifth Street North, St. Petersburg, Florida.

City File ZM-8

According to Department records, no Commission members resides or owns property located within 2,000 feet of the subject property. All other possible conflicts should be declared upon announcement of the item.

APPLICANT/
PROPERTY OWNER: St. Pete 454, LLC
250 4th Street North
St. Petersburg, FL 33701

REPRESENTATIVE: R. Donald Mastry/Shaun Amarnani
200 Central Avenue, Suite 1600
St. Petersburg, FL 33701

SUBJECT PROPERTY: The subject property, estimated to be 19.8 acres in size, is the Venetian Mobile Home Court, generally located at 5475 3rd Lane North

PIN & LEGAL: 31-30-17-61389-000-0010

REQUESTED ACTION: To amend the Official Zoning Map designation from NMH (Neighborhood Mobile Home) to NSM-1 (Neighborhood Suburban Multifamily), or other less intensive use. The Future Land Use Map (or Comprehensive Plan) designation will remain Residential Medium.

PURPOSE: It is the applicant’s desire to redevelop the subject property with multifamily residential units (apartments).
EXISTING USES: As stated, the subject property is the location of the Venetian Mobile Home Court. Florida Department of Business and Professional Regulation records indicate that there are 225 lots. The applicant has indicated in the application narrative that there are 217 mobile home pads and 10 RV pads currently onsite. The City’s Business Tax Office records indicate that the tax has been paid for FY2019, based on 155 mobile homes. Based on the historic property card and Pinellas County Property Appraiser records, the mobile home was originally developed in 1947, and the property consists of 17.11 acres of upland surrounding a 2.68-acre lake.

SURROUNDING USES: The existing surrounding uses are as follows:

North: Multifamily residential and single family homes
South: Romany Mobile Home Park, Salvation Army retail store
East: Apartments and single family homes
West: Strip retail and office uses

SPECIAL INFORMATION: The subject property is located within the boundaries of the Edgemoor Neighborhood Association.

ZONING HISTORY: The present NMH zoning designation has been in place since September 2007, following the Citywide rezoning and LDR Update. There have been no relevant cases in the immediate vicinity.

APPLICABLE REGULATIONS: The subject property is estimated to be 19.8 acres in size. According to the Pinellas County Property Appraiser’s records, 2.68 acres is lake and 17.11 acres is upland. It has been determined by Staff that the lake is manmade, dug prior to the origination of the mobile home park, and is thereby included in the following density calculations.

Development potential under the present NMH zoning is 158 mobile homes, based on a density of 8 mobile homes per acre. As indicated previously, 225 lots are recognized by the Florida Department of Business and Professional Regulation, which equates to a density of approximately 11 units per acre. While
mobile homes are a permitted use in NMH districts, because there are more units than allowed under current zoning, the Venetian Mobile Home Court is classified as having a grandfathered use.

Redevelopment potential under the requested NSM-1 zoning, providing all other district regulations are met, is 297 multifamily residences, based on a density of 15 dwelling units per acre. A workforce housing density bonus of six (6) units per acre is also available if the requirements of the ordinance are met.

Any proposed development of 60 units or greater will require approval of a Site Plan by the Development Review Commission, through a public hearing process. Site Plan review criteria include requirements to address compatibility with surrounding land uses.

**STAFF ANALYSIS:** The applicant indicated in their application that there are no mobile home owners residing in Venetian, except for one owner involved in a probate proceeding. Since then, the manager has submitted a letter stating that no mobile home owners are residing in the park, thus the City may take action on the rezoning request, pursuant to Sec. 723.083, F.S., pertaining to mobile home park lot tenancies.

The applicant's request is to rezone the subject property from NMH to NSM-1, in order to redevelop the site with multifamily residential units. The Future Land Use Map designation, which will remain Residential Medium.

The subject property is located within the Coastal High Hazard Area (CHHA), defined as the area below the elevation of the Category 1 storm surge line as established by a Sea, Lake and Overland Surges from Hurricanes ("SLOSH") computerized storm surge model. The property is also located within Hurricane Evacuation Level A which is the first area to be evacuated when a storm threatens Pinellas County. The present Residential Medium land use designation and the requested NSM-1 zoning both allow up to 15 dwelling units per acre.

The subject property is also located within a FEMA designated Special Flood Hazard Area (SFHA), formally known as the 100-year floodplain. The existing mobile home park does not comply with the minimum FEMA flood elevation standards for residential
dwelling units. Specifically, the property is located in SFHA AE-11, which requires that the top of the lowest habitable floor be at or above 11-feet. In addition, the City Floodplain Ordinance requires two additional feet of freeboard, for a total elevation of 13-feet. The City’s land development regulation will require that the storm water design for the redevelopment be based on the effects of a 100-year storm event, consistent with Objectives LU9, CM11 and C1, as well as Policies CM11.14, CM11.15 and C1.1.

The rezoning request is also consistent with several other policies in the Comprehensive Plan. The requested NSM-1 zoning provides an appropriate transition between the commercial zoning along the 4th Street corridor, the major roads and the multifamily and single-family zoning in the north, the mobile home zoning to the south and the single-family zoning to the east. It is anticipated that the residential multifamily redevelopment will demonstrate compatibility with the uses surrounding the subject property as part of the Site Plan review (Policies LU3.6 and LU3.8) and are appropriate given the site’s proximity to three major roads (Policy LU3.11). The new residential construction will also improve the City’s tax base (Policy LU3.5).

The Level of Service (LOS) impact section of this report concludes that the requested rezoning will not have a negative effect upon the City’s adopted LOS standards for public services and facilities including traffic, potable water, sanitary sewer, solid waste, recreation, mass transit, schools and stormwater management.

In summary, City staff has determined that the applicant’s request is consistent with the Comprehensive Plan.

SPECIAL NOTE ON CONCURRENCY: Level of Service impacts are addressed further in this report. There is not currently a proposal for specific development on this site and approval of this rezoning request does not guarantee that the subject property will meet the requirements of concurrency at the time development permits are requested. Completion of this rezoning does not guarantee the right to develop on the subject property. Upon application for site plan review or development permits a full concurrency review will be completed to determine whether the proposed development may proceed. The property owner will have to comply with all laws and ordinances in effect at the time development permits are requested.
RECOMMENDATIONS: Staff recommends APPROVAL of the Official Zoning Map amendment from NMH (Neighborhood Mobile Home) to NSM-I (Neighborhood Suburban Multifamily) on the basis that the request is consistent with the goals, objectives and policies of the City's Comprehensive Plan.
RESPONSES TO RELEVANT CONSIDERATIONS ON AMENDMENTS TO THE LAND USE PLAN:

a. Compliance of probable use with goals, objectives, policies and guidelines of the City's Comprehensive Plan.

The following policies and objectives from the Future Land Use Element and Coastal Management Element are applicable:

LU3.5 The tax base will be maintained and improved by encouraging the appropriate use of properties based on their locational characteristics and the goals, objectives and policies within this Comprehensive Plan.

LU3.6 Land planning should weigh heavily the established character of predominantly developed areas where changes of use or intensity of development are contemplated.

LU3.8 The City shall protect existing and future residential uses from incompatible uses, noise, traffic and other intrusions that detract from the long term desirability of an area through appropriate land development regulations.

LU3.11 More dense residential uses (more than 7.5 units per acre) may be located along (1) passenger rail lines and designated major streets or (2) in close proximity to activity centers where compatible.

LU9: The City shall continue to define and regulate nonconforming and grandfathered uses consistent with the requirements of Chapter 163, F.S. for the purpose of reducing or eliminating land uses that are inconsistent with the character of the community including repetitive loss and other properties that do not comply with minimum FEMA flood elevation standards as targeted in Policies CM11.11 and CM11.12.

CM11 The City will reduce natural hazard impacts through compliance with FEMA regulations, participation in NFIP's Community Rating System (CRS) and by targeting repetitive flood loss and vulnerable properties for mitigation.

CM11.10 The City shall maintain an inventory of repetitive loss properties and target hazard mitigation programs to these properties.

CM11.11 Through hazard mitigation programs and compliance with FEMA flood elevation requirements, at least five (5) previously noncompliant
structures per year will be brought into conformance with FEMA flood elevation standards or flood proofed consistent with FEMA standards.

CM11.14 In order to reduce flood risk resulting from or associated with high-tide events, storm surge, flash floods, stormwater runoff and the impacts related to sea-level rise, the City shall continue to promote the use of the development and redevelopment principles, strategies and engineering solutions contained in the Florida Building Code and the Land Development Regulations.

CM11.15 Through implementation of the Land Development Regulations, the City will continue to be consistent with, and in some instances more stringent than, the flood-resistant construction requirements in the Florida Building Code and federal flood plain management regulations.

C1 The City of St. Petersburg shall attempt to reduce the potential for property damage and safety hazards caused by storm flooding through complying with or exceeding of minimum FEMA regulations.

C1.1 The City will actively enforce minimum building standards identified in the Florida Building Code and Land Development Regulations for construction within the 100-year flood plain.

h. Whether the proposed amendment would impact environmentally sensitive lands or areas which are documented habitat for listed species as defined by the Conservation Element of the Comprehensive Plan.

The proposed amendment will not impact environmentally sensitive lands or areas which are documented habitat for listed species as defined by the Conservation Element of the Comprehensive Plan.

c. Whether the proposed change would alter population or the population density pattern and thereby impact residential dwelling units and or public schools.

The proposed change will not significantly alter the City’s population. For analysis purposes, it will be assumed that there are 225 occupied mobile homes on the subject property, and that 297 multifamily units will be constructed. Assuming that there are 1.59 persons per mobile home, the population is estimated to be 358 persons; and assuming that there are 1.74 persons per multifamily unit, the buildout population is estimated to be 517 persons. Thus, there is potential estimated population increase of 159 persons.
The potential number of school age persons will not significantly affect the Pinellas County School District. According to the most recent school district data, there is sufficient capacity. Also, approved residential site plans are shared with the Pinellas County School System.

d. Impact of the proposed amendment upon the following adopted levels of service (LOS) for public services and facilities including but not limited to: water, sewer, sanitation, traffic, mass transit, recreation, stormwater management.

The following analysis indicates that the proposed change will not have a significant impact on the City's adopted levels of service for potable water, sanitary sewer, solid waste, traffic mass transit, stormwater management and recreation.

WATER

Under the existing interlocal agreement with Tampa Bay Water (TBW), the region's local governments are required to project and submit, on or before February 1 of each year, the anticipated water demand for the following water year (October 1 through September 30). TBW is contractually obligated to meet the City's and other member governments' water supply needs. The City's current potable water demand is 28.4 million gallons per day.

The City's adopted level of service (LOS) standard for potable water is 125 gallons per capita per day, while the actual usage is estimated to be 80 gallons per capita per day. Should the proposed rezoning be approved, there will be no impact on the City's adopted LOS standard.

WASTEWATER

The subject property is served by the Northeast Water Reclamation Facility, which presently has excess average day capacity estimated to be 8.46 million gallons per day (MGD). The estimate is based on a permit capacity of 16 MGD and a calendar year 2017 daily average flow of 7.54 MGD. Therefore, there is excess average daily sanitary sewer capacity to serve the subject property.

SOLID WASTE

All solid waste disposal is the responsibility of Pinellas County. The County currently receives and disposes of municipal solid waste, and construction and demolition debris, generated throughout Pinellas County. The Pinellas County Waste-to-Energy Plant and the Bridgeway Acres Sanitary Landfill are the responsibility of Pinellas County Utilities, Department of Solid Waste Operations; however, they are operated and maintained under contract by two private companies. The Waste-to-Energy Plant continues to operate below its design capacity of incinerating 985,500 tons of solid waste per year. The continuation of successful recycling efforts and the efficient operation of the Waste-to-
Energy Plant have helped to extend the life span of Bridgeway Acres. The landfill has approximately 30 years remaining, based on current grading and disposal plans.

There is excess solid waste capacity to serve the amendment area.

**TRAFFIC**

As has been described, the 19.8 acre subject property is generally located on the north side of 54th Avenue North, between 4th Street and 1st Street. Fourth Street is under the jurisdiction of FDOT, and classified as a minor arterial roadway, while 1st Street is City-controlled, and classified as a collector roadway south of 52nd Avenue. The 54th Avenue North segment, classified as a minor arterial, is also maintained by the City.

Based on the 2017 Level of Service Report prepared by Forward Pinellas, the surrounding roadway network is currently operating at a LOS C, or better. Due to the size of the anticipated multifamily development (as many as 297 apartments), a site plan will have to be approved by the City’s Development Review Commission (DRC), including an analysis of the traffic.

**Trip Generation Under the Residential Medium Future Land Use Designation**

As previously noted, the applicant’s request does not include an amendment to the Future Land Use Map, a.k.a., Comprehensive Plan, designation. The designation will remain Residential Medium. The traffic impact assessment provided here is a “macro” level of service analysis that is based on the Residential Medium designation.

The vehicle trip generation rate under the Residential Medium land use is approximately **180** p.m. peak hour trips, calculated as follows:

Step a. 96 avg. daily trips per acre of RM land x 19.8 acres = approximately 1,900 avg. daily trips

Step b. 1,900 avg. daily trips x .095 percent = approximately 180 p.m. peak hour trips

(The traffic analysis presented here is based on the applicable trip generation rates from the Countywide Rules, administered by Forward Pinellas.)

The proposed rezoning will not negatively impact the surrounding roadway LOS.

**MASS TRANSIT**

The Citywide LOS for mass transit will not be affected. PSTA provides local transit service along 4th Street (Route 4), with a 15-minute headway. Route 100X provides commuter service to and from downtown Tampa along 4th Street and Gandy Blvd., with connections in the City’s downtown area (southern terminus) and Gateway Mall.
RECREATION

The City's adopted LOS for recreational acreage, which is 9 acres per 1,000 population, will not be impacted by this proposed rezoning. Under both the existing and proposed zoning, the LOS citywide will remain at 21.9 acres per 1,000 population.

STORMWATER MANAGEMENT

Prior to development of the subject property, site plan approval will be required. At that time, the stormwater management system for the site will be required to meet all city and SWFWMD stormwater management criteria.

e. Appropriate and adequate land area sufficient for the use and reasonably anticipated operations and expansion.

The land area is both appropriate and adequate for the anticipated use of the subject property.

f. The amount and availability of vacant land or land suitable for redevelopment shown for similar uses in the City or in contiguous areas.

Based on information collected from Pinellas Property Appraiser records, there are approximately 168-acres of vacant land in the City designated Residential Medium with NSM-I zoning.

g. Whether the proposed change is consistent with the established land use pattern.

The requested NSM-I zoning and anticipated multifamily development is consistent with the established land use pattern.

h. Whether the existing district boundaries are logically drawn in relation to existing conditions on the property proposed for change.

The existing NMH zoning district boundaries are not illogically drawn in relation to existing conditions.

i. If the proposed amendment involves a change from a residential to a nonresidential use, whether more nonresidential land is needed in the proposed location to provide services or employment to the residents of the City.

Not applicable.

j. Whether the subject property is located within the 100-year floodplain or Coastal High Hazard Area as identified in the Coastal Management Element of the Comprehensive Plan.
According to the FEMA Flood Insurance Rate Map (FIRM), the subject property is in the Special Flood Hazard Area (SFHA). Specifically, the property is in SFHA AE-11, which requires that the top of the lowest habitable floor be at or above 11-feet NAVD (North American Vertical Datum). This accounts for the City’s requirement for two additional feet of freeboard. The subject property is also located within the CHHA (Coastal High Hazard Area).

k. **Other pertinent information.** None.
LEGAL DESCRIPTION

PARCEL 1:

Lot 1, Block 1, NORTH ST. PETERSBURG SCOTT 2ND PARTIAL REPLAT, according to the map or plat thereof as recorded in Plat Book 77, page 67, of the public records of Pinellas County, Florida.

PARCEL 2:

Tracts A and B, NORTH ST. PETERSBURG SCOTT PARTIAL REPLAT, according to plat thereof recorded in Plat Book 63, page 93, of the public records of Pinellas County, Florida.

PARCEL 3:

Lots 2 through 5 inclusive, NORTH ST. PETERSBURG RICHARDSON PARTIAL REPLAT, according to plat thereof recorded in Plat Book 57, page 81, public records of Pinellas County, Florida; LESS that part of Lot 2, described as follows: Begin at the Southwest corner of said Lot 2, run thence North along the West boundary of said Lot 2, 245.14 feet; thence South 85°27'00" East, 161.09 feet; thence South 07°22'00" West, 237.16 feet; thence South 63°32'15" West, 47.34 feet; thence North 74°45'00" West, 91.00 feet to the POINT OF BEGINNING.

PARCEL 4:

The East 100 feet, more or less, of Barnard Boulevard and the South 10 feet of the East 60 feet, more or less of the West 200 feet, more or less of vacated Barnard Boulevard, as vacated by Ordinance No. 595-V recorded in Official Records Book 6854, page 913, of the public records of Pinellas County, Florida.

ALL OF THE ABOVE PARCELS BEING ALSO DESCRIBED AS:

BEGIN AT THE SOUTHEAST CORNER OF TRACT A, NORTH ST. PETERSBURG SCOTT PARTIAL REPLAT, ACCORDING TO PLAT THEREOF RECORDED IN PLAT BOOK 63, PAGE 93, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA. THENCE ALONG THE NORTH RIGHT OF WAY OF 54TH AVE. NE, BEARING SOUTH 89°59'34" WEST, A DISTANCE OF 1077.91 FEET TO A POINT; THENCE, BEARING NORTH 00°07'34" EAST, A DISTANCE OF 256.37 FEET TO A POINT; THENCE, BEARING SOUTH 74°37'26" EAST, A DISTANCE OF 21.43 FEET TO A POINT; THENCE, BEARING NORTH 00°15'07" EAST, A DISTANCE OF 10.36 FEET TO A POINT; THENCE, BEARING SOUTH 74°37'26" EAST, A DISTANCE OF 69.96 FEET TO A POINT; THENCE, BEARING NORTH 00°07'34" EAST, A DISTANCE OF 52.66 FEET TO A POINT; THENCE, BEARING NORTH 63°39'49" EAST, A DISTANCE OF 47.34 FEET TO A POINT; THENCE, BEARING NORTH 07°29'34" EAST, A DISTANCE OF 237.16 FEET TO A POINT; THENCE, BEARING NORTH 85°19'26" WEST, A DISTANCE OF 161.09 FEET TO A POINT; THENCE, BEARING NORTH 00°07'34" EAST, A DISTANCE OF 295.96 FEET TO A POINT; SAID POINT BEING THE BEGINNING OF A CURVE CONCAVE WESTERLY, AND HAVING A RADIUS OF 50 FEET, THENCE A DISTANCE OF 72.59 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 83°11'12" TO A POINT, CHORD BEARS AT SAID POINT NORTH 41°43'10" EAST, A DISTANCE OF 66.38 FEET; SAID POINT BEING THE BEGINNING OF A CURVE CONCAVE NORTHERLY, AND HAVING A RADIUS OF 1693 FEET, THENCE A DISTANCE OF 356.38 FEET ALONG THE ARC OF SAID

City File ZM-8
Page 12
CURVE THROUGH A CENTRAL ANGLE OF 12°03'39" TO A POINT, CHORD BEARS AT SAID
POINT NORTH 77°16'57" EAST, A DISTANCE OF 355.72 FEET;
THENCE BEARING NORTH 67°43'43" EAST, A DISTANCE OF 90.00 FEET TO A POINT;
THENCE, BEARING SOUTH 22°52'26" EAST, A DISTANCE OF 301.42 FEET TO A POINT;
THENCE, BEARING SOUTH 21°38'23" EAST, A DISTANCE OF 58.83 FEET TO A POINT;
SAID POINT BEING THE BEGINNING OF A CURVE CONCAVE WESTERLY, AND HAVING A
RADIUS OF 49.64 FEET, THENCE A DISTANCE OF 86.45 FEET ALONG THE ARC OF SAID
CURVE THROUGH A CENTRAL ANGLE OF 99°46'31" TO A POINT, CHORD BEARS AT SAID
POINT SOUTH 71°31'39" EAST, A DISTANCE OF 75.93 FEET;
THENCE, BEARING NORTH 59°03'55" EAST, A DISTANCE OF 87.80 FEET TO A POINT;
THENCE, BEARING NORTH 54°42'04" EAST, A DISTANCE OF 154.45 FEET TO A POINT;
THENCE, BEARING NORTH 61°25'04" EAST, A DISTANCE OF 68.36 FEET TO A POINT;
THENCE, BEARING SOUTH 00°03'04" WEST, A DISTANCE OF 272.69 FEET TO A POINT;
THENCE, BEARING SOUTH 89°56'56" EAST, A DISTANCE OF 159.61 FEET TO A POINT;
THENCE ALONG THE WEST RIGHT OF WAY OF 1ST STREET N, BEARING SOUTH 00°03'04"
WEST, A DISTANCE OF 530.03 FEET TO A POINT;
SAID POINT BEING THE BEGINNING OF A CURVE CONCAVE WESTERLY, AND HAVING A
RADIUS OF 30 FEET, THENCE A DISTANCE OF 47.09 FEET ALONG THE ARC OF SAID CURVE
THROUGH A CENTRAL ANGLE OF 89°56'30" TO A POINT, CHORD BEARS AT SAID POINT
SOUTH 45°04'19" WEST, A DISTANCE OF 42.40 FEET; TO THE POINT OF BEGINNING.

AND

TRACT B, NORTH ST. PETERSBURG SCOTT PARTIAL REPLAT, ACCORDING TO PLAT
THEREOF RECORDED IN PLAT BOOK 63, PAGE 93, OF THE PUBLIC RECORDS OF PINELLAS
COUNTY, FLORIDA.
EXISTING ZONING

CITY FILE
ZM-8

SCALE: 1" = 233'

From: NMH (Neighborhood Mobile Home)
To: NSM-1 (Neighborhood Suburban Multifamily-1)

SUBJECT AREA
OCCUPANCY STATUS

VENETIAN MOBILE HOME COURT
5475 Third Lane North
St. Petersburg, FL 33703
727-525-9642

November 11, 2018

Mr. Grady Pridgen III
St. Pete 454, LLC
240 4th Street North
St. Petersburg, FL 33701

RE: Occupancy Status at Venetian Mobile Home Court

Dear Mr. Pridgen,

As of this date there are no current mobile home owners residing at Venetian Mobile Home Court.

Should you have any questions please feel free to contact me at 727-213-7180.

Sincerely,

Nick Ferraro, Manager
The following page(s) contain the backup material for Agenda Item: Resolution of the St. Petersburg Community Redevelopment Agency (CRA) finding the proposed seven-story, 131-room hotel with 10,040 square feet of commercial space, located at 1650 Central Avenue North, consistent with the Intown West Redevelopment Plan.
Please scroll down to view the backup material.
REQUEST
Review of the proposed plan to construct a 7-story, 131-room hotel with 10,040 square feet of commercial space, located at 1650 Central Avenue, for consistency with the Intown West Redevelopment Plan.

APPLICANT INFORMATION

Applicant/Property Owner   Grand Central Hospitality
                           P.O. Box 4189
                           Clearwater, FL 34758

Representative          Anthony Menna
                        Grand Central Hospitality
                        P.O. Box 4189
                        Clearwater, FL 34758

OVERVIEW OF PROJECT
The property is currently vacant and located at 1650 Central Avenue, the southeast corner of Central Avenue and 17th Street in the Grand Central District. The project, valued at $6.5 million, consists of a 7-story, 131-room hotel with 10,040 square feet of commercial space.

The proposed building will be 7-stories. The ground floor of the hotel will consist of: the hotel lobby, retail space, fire pump and switch gear rooms, entrance to the parking garage and four surface parking spaces. The second floor of the building is devoted towards parking and will consist of 43 parking spaces. The third floor of the hotel will have office areas, laundry, fitness, lounge game room, outdoor pool deck and 12 hotel rooms. The fourth floor will have 39 hotel rooms. Floors five through seven will consist of the 27 hotel rooms per floor. Surface parking will be accessible from the existing east-west alley that is located along the south side of the subject property. The dumpster is located under the building accessed from the alley. Vehicular access to the parking garage will be from 17th Street South. A drop-off area is proposed along 17th Street South. There will be a total of 47 parking spaces provided, and 33 are required.

The proposed architectural style of the building will be contemporary. The base of the building will have large storefront windows along Central Avenue for the retail space and for the hotel entrance along 17th Street South. The hotel lobby entrance is from 17th Street South and the entrances to the retail space will be from Central Avenue. The hotel entrance is defined with projecting architectural wingwalls and canopy, which distinguishes the hotel entrance from the retail space along Central Avenue. The garage
will be screened from view with architectural finishes that match the building. The upper levels of the building will have a significant number of windows. The facades have been articulated by incorporating the following: projections and recesses in the façade, changes in the height of the parapet and cantilevered roof elements. The applicant proposes utilizing different colors and patterns on the façade to provide additional articulation.

CONSISTENCY WITH INTOWN WEST REDEVELOPMENT PLAN
The Intown West Redevelopment Plan (IWRP) requires the Community Redevelopment Agency to evaluate a development proposal to ensure its proposed use and design are consistent with the Plan.

Plan Emphasis
The goal of the redevelopment plan is to provide a specific development focus for the Dome District that supports the Intown West Redevelopment Area and capitalizes on the opportunities generated by Tropicana Field. Objective 1 of the IWRP calls for establishing a cohesive development pattern and visual identity through land uses that reinforce downtown and stadium development through creation of highly visible and intensive activity nodes, and reinforcement of retail along the Central Avenue and 1st Avenue corridors. Objective 2 of the IWRP calls for ensuring new development and redevelopment projects are appropriate in scale and design by establishing design guidelines for buildings, ground level spaces, parking garages and streetscape improvements and establishing parameters for upgrading existing buildings and parking lots.

The proposed development, which is a permitted use under the current DC-2 zoning, will continue the westward growth of downtown. The building is urban in scale with pedestrian oriented street level features, including the provision of storefront window systems consistent with urban buildings, and streetscaping, including planters and street trees, that will accent the building.

SUMMARY AND RECOMMENDATION
Staff recommends approval of the attached resolution finding the 7-story, 131-room hotel with 10,040 square feet of commercial space, located at 1650 Central Avenue, consistent with the Intown West Redevelopment Plan.

This recommendation is subject to the following conditions:

1. Final building plans must be reviewed and approved by CRA staff;
2. Applicant must comply with any conditions of approval required by Development Review Services staff.
3. The CRA approval is valid for three years from the date of approval. Applicants may request up to two two-year extensions from the POD. The application shall be revised to comply with any code amendments that were adopted after the original approval, unless a variance is granted. After the original approval and any approved extension have expired without substantial construction commencing, the approval shall be void, and a new application shall be required.

IWRP 18-1a
CRA RESOLUTION NO.

RESOLUTION OF THE ST. PETERSBURG COMMUNITY
REDEVELOPMENT AGENCY (CRA) FINDING THE
PROPOSED 7-STORY, 131-ROOM HOTEL WITH 10,040
SQUARE FEET OF COMMERCIAL SPACE, LOCATED AT
1650 CENTRAL AVENUE NORTH CONSISTENT WITH
THE INTOWN WEST REDEVELOPMENT PLAN; AND
PROVIDING AN EFFECTIVE DATE (CITY FILE IWRP 18-
1A).

WHEREAS, the Community Redevelopment Agency of the City Council of the City
of St. Petersburg has adopted the Intown West Redevelopment Plan and established
development review procedures for projects constructed within designated redevelopment
areas; and

WHEREAS, the Community Redevelopment Agency has reviewed the plans to
construct a 7-story, 131-unit multi-family development with 10,040 square feet of
commercial space, as described and reviewed in CRA Review Report No. IWRP 18-1a;

NOW THEREFORE BE IT RESOLVED that the Community Redevelopment
Agency of the City of St. Petersburg, Florida, finds the plans to construct a 7-story, 131-
unit multi-family development with 10,040 square feet of commercial space, consistent
with the Intown West Redevelopment Plan, subject to the following conditions:

1. Final building plans must be reviewed and approved by CRA staff;
2. Applicant must comply with any conditions of approval required by Development Review Services staff.
3. The CRA approval is valid for three years from the date of approval. Applicants may request up to two two-year extensions from the POD. The application shall be revised to comply with any code amendments that were adopted after the original approval, unless a variance is granted. After the original approval and any approved extension have expired without substantial construction commencing, the approval shall be void, and a new application shall be required.

This resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND CONTENT

City Attorney (designee)  
Elizabeth Abernethy, AICP, Director
Planning & Development Services Department
**EXHIBIT A**  
**Site Data**

| **Location** | 1650 Central Avenue  
|             | 24/31/16/29718/018/0050 |
| **Redevelopment Area** | Intown West Redevelopment Area |
| **Zoning District** | DC-2 |
| **Existing Land Use** | Vacant/temporary grass parking lot |
| **Proposed Uses** | Hotel with ground level commercial space |
| **Site Area** | 19,988 sq. ft. or 0.46 acres |
| **Proposed FAR** | 2.23 FAR |
| **Existing FAR** | 0.0 FAR |
| **Permitted FAR** | 3.0 FAR base |
| **Number of Residential Units** | 131 |
| **Existing Parking** | 60 spaces |
| **Proposed Parking** | 47 spaces |
The following page(s) contain the backup material for Agenda Item: Approving an extension of up to six months of a blanket purchase agreement with Central Parking System of Connecticut, Inc., for Parking Facilities Management Services, for the Transportation and Parking Management Department, and an increase in allocation in the amount of $810,000 for a total contract amount of $7,825,615, with a waiver of Procurement Code Sec. 2-252. Please scroll down to view the backup material.
To: The Honorable Charlie Gerdes, Chair, and Members of City Council

Subject: Approving an extension of up to six months of a blanket purchase agreement with Central Parking System of Connecticut, Inc., for Parking Facilities Management Services, for the Transportation and Parking Management Department, and an increase in allocation in the amount of $810,000 for a total contract amount of $7,825,615, with a waiver of Procurement Code Sec. 2-252.


The City is currently engaged in a competitive solicitation of a new agreement for management and operation of City-owned parking facilities that will replace the current agreement upon its expiration, but the City does not expect to complete the solicitation and award of the new agreement before expiration of the current agreement on January 31, 2019. To provide the City with sufficient time to complete the solicitation process currently underway and execute a new agreement, the Contractor has agreed to extend the term of the current agreement for up to six months.

Central Parking manages and operates seven parking facilities at the following locations: Municipal Services Center; South Core Garage; Sundial Garage; Al Lang Field Lot; Third Avenue South event lot; 800 First Avenue South lot, and a surface lot located in the EDGE District. The vendor manages the facilities for a management fee and is reimbursed for actual operating expenses within budget limits (not to exceed agreed upon maximum). The management fee (currently $77,912 annually for seven facilities) includes the cost of hiring and supervising employees, including background checks, liability insurance, establishing work schedules, executing operating policies and procedures, and executive-level oversight from the local and corporate offices. Additionally, the City reimburses the contractor for operating expenses such as salaries and benefits of on-site staff, workers compensation insurance, payroll taxes, security, utilities, repair and maintenance, telephones and equipment replacement. The Contractor has agreed to maintain the current management fee and budgeted expenses in effect during the extension term. As a result, if the entire six-month extension period is utilized (i.e., the agreement is extended through July 31, 2019), the total payment of management fees and budgeted expenses paid to the contractor over this extension period would total approximately $810,000.

The Procurement Department, in cooperation with the Transportation & Parking Management Department, recommends approval:

Central Parking System of Connecticut, Inc. ................................. $810,000

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<td>810,000</td>
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<td>New contract amount</td>
<td>$7,825,615</td>
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</table>

St. Petersburg City Code Sec. 2-252 provides that the duration of the initial term of a contract and any renewal option must be consistent with the original solicitation documents. Accordingly, Administration requests a waiver of this provision of the Procurement Code to allow the extension of the agreement described above. Under Section 2-259, such a waiver may be accomplished by a resolution of City Council receiving at least five affirmative votes.
Accordingly, Administration recommends that Council approve the attached resolution, with at least five affirmative votes, for the purpose of authorizing an extension of the current agreement for up to six months and providing the waiver of the Procurement Code necessary for that extension.

Cost/Funding/Assessment Information: Funds have been previously appropriated in the Parking Revenue Fund (1021), Transportation & Parking Management Department Al Lang Parking Lot (281.2873), Baywalk Garage (281.2877), MSC Garage (281.2885), Southcore Garage (281.2893), Special Event Lot 3rd Ave S (281.2895), EDGE Lot (281.2875), and The 800 Parking Lot (281.2897).

Attachments: Resolution

Approvals:
RESOLUTION NO. 2019-____

A RESOLUTION CONCERNING AN AGREEMENT WITH CENTRAL PARKING SYSTEM OF CONNECTICUT, INC., FOR THE MANAGEMENT AND OPERATION OF CERTAIN CITY-OWNED PARKING FACILITIES; AUTHORIZING WAIVER OF THE PROCUREMENT CODE FOR THE PURPOSE OF EXTENDING THE TERM OF THAT AGREEMENT FOR UP TO SIX MONTHS; AUTHORIZING AMENDMENT OF THAT AGREEMENT TO ESTABLISH AN EXTENSION TERM CONSISTENT WITH THAT WAIVER FOR A TOTAL COST NOT TO EXCEED $810,000; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on January 30, 2014, the City entered into an agreement for the management and operation of certain City-owned parking facilities (the “Agreement”) that, as the result of a merger of the original contractor with one of affiliates, is now between the City and Central Parking System of Connecticut, Inc., (the “Contractor”); and

WHEREAS, in accordance with the underlying solicitation documents, the Agreement provided for an initial term of approximately three years and two optional one-year renewal terms; and

WHEREAS, following completion of the initial term and the exercise of both one-year renewal options, the Agreement is currently set to expire on January 31, 2019; and

WHEREAS, the City is currently engaged in competitive solicitation of a new agreement for management and operation of certain City-owned parking facilities that would replace the Agreement upon its expiration (the “Solicitation”); and

WHEREAS, because the City does not expect to complete the Solicitation before January 31, 2019, the Contractor has agreed to extend the term of the Agreement for up to six months in order provide the City with time to complete the Solicitation for a total cost (including management fees and final budgeted expenses) not to exceed $810,000; and
WHEREAS, because City Code section 2-252 requires that the term of an agreement be consistent with the term set forth in the solicitation documents, such an extension would require a waiver of this section of City Code; and

WHEREAS, pursuant to City Code section 2-259, City Council may provide such a waiver through a resolution receiving at least five affirmative votes; and

WHEREAS, City Council believes that granting such a waiver is necessary for the City to complete the Solicitation in a competitive manner that is consistent with the purposes for which the City’s Procurement Code was established.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of St. Petersburg, Florida, pursuant to City Code section 2-259, hereby waives the provisions of City Code section 2-252 to the extent necessary to extend the term of the Agreement for up to six months for the purpose of completing the Solicitation.

BE IT FURTHER RESOLVED that the City Council hereby authorizes the Mayor or his designee to execute an amendment to the Agreement to establish an extension term consistent with the waiver set forth above, for a total cost not to exceed $810,000.

This resolution will become effective immediately upon adoption.

Approved as to form and content:

[Signatures]

City Attorney (Designee) Administration
The following page(s) contain the backup material for Agenda Item: Approving the renewal of a blanket purchase agreement with Custom Concepts of St. Petersburg Inc., at an estimated amount of $490,000, for a total contract amount of $1,210,000. Please scroll down to view the backup material.
To: The Honorable Charlie Gerdes, Chair, and Members of City Council

Subject: Approving the renewal of a blanket purchase agreement with Custom Concepts of St. Petersburg Inc., at an estimated amount of $490,000, for a total contract amount of $1,210,000.

Explanation: On February 1, 2016 City Council approved a three-year agreement for work uniforms through February 28, 2019. This agreement has one two-year renewal. On August 23, 2018, Council approved an allocation increase of $120,000. This is the final renewal.

The vendor furnishes and delivers work uniforms, golf and polo shirts, pants, shorts, jackets, caps, visors, and emblems. In addition, the vendor provides alterations and embroidery work. The primary users are the Water Resources, Sanitation, and Storm Water Pavement and Traffic Operations departments.

The Procurement Department, in cooperation with Water Resources, Sanitation and Storm Water, recommends for renewal:

Custom Concepts of St. Petersburg, Inc. (SBE)..............................$490,000

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Agreement Amount</td>
<td>$600,000</td>
</tr>
<tr>
<td>1st allocation</td>
<td>120,000</td>
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<tr>
<td>1st renewal</td>
<td>490,000</td>
</tr>
<tr>
<td>Total Agreement Amount</td>
<td>$1,210,000</td>
</tr>
</tbody>
</table>

The vendor has agreed to renew with the same terms and conditions of RFQ 5968 dated January 12, 2016. Administration recommends renewal of the agreement based on the contractor's past satisfactory performance and demonstrated ability to comply with the terms and conditions of the contract. This renewal will be effective from the date of approval through February 28th, 2021.

Cost/Funding/Assessment Information: Funding has been previously appropriated in the General Fund (0001), Water Resources Operating Fund (4001), Sanitation Operating Fund (4021) and Stormwater Utility Operating Fund (4011).

Attachments: Resolution

Approvals:

[Signatures]
A RESOLUTION APPROVING THE TWO-YEAR RENEWAL OPTION TO THE THREE-YEAR BLANKET PURCHASE AGREEMENT WITH CUSTOM CONCEPTS OF ST. PETERSBURG, INC. FOR WORK UNIFORMS FOR THE WATER RESOURCES, SANITATION, AND STORMWATER DEPARTMENTS TO EXTEND THE TERM AND INCREASE THE CONTRACT AMOUNT IN THE AMOUNT OF $490,000 FOR THIS RENEWAL TERM; PROVIDING THAT THE TOTAL CONTRACT AMOUNT SHALL NOT EXCEED $1,210,000; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on February 1, 2016, City Council approved the award of a three-year agreement with a one two-year renewal option to Custom Concepts of St. Petersburg, Inc. for work uniforms for the Water Resources, Sanitation, and Stormwater Departments pursuant to RFQ No. 5968, dated January 12, 2016; and

WHEREAS, City Council approved an increase in the amount of $120,000 to the allocation of this agreement on August 23, 2018; and

WHEREAS, the City desires to exercise the two-year renewal option to extend the term and increase the contract amount in the amount of $490,000 for this renewal term; and

WHEREAS, Custom Concepts of St. Petersburg, Inc. has agreed to renew with the same terms and condition of RFQ 5968; and

WHEREAS, the Procurement & Supply Management Department in cooperation with the Water Resources, Sanitation, and Stormwater Departments recommends approval of this renewal.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida, the two-year renewal option to the three-year blanket purchase agreement with Custom Concepts of St. Petersburg, Inc. for work uniforms for the Water Resources, Sanitation, and Stormwater Departments to extend the term and increase the contract amount in the amount of $490,000 for this renewal term is hereby approved.

BE IT FURTHER RESOLVED that the total contract amount shall not exceed $1,210,000.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute all documents necessary to effectuate this transaction.
This Resolution shall become effective immediately upon its adoption.

Approved by:

City Attorney (Designee)
00421511
The following page(s) contain the backup material for Agenda Item: Approving a three-year blanket purchase agreement with Greenfield Environmental, Inc. for asbestos, lead, and environmental site assessment consulting services for the Codes Compliance, Housing & Community Development and Engineering and Capital Improvement Departments, at a total contract amount of $525,000. Please scroll down to view the backup material.
To: The Honorable Charlie Gerdes, Chair, and Members of City Council

Subject: Approving a three-year blanket purchase agreement with Greenfield Environmental, Inc. for asbestos, lead, and environmental site assessment consulting services for the Codes Compliance, Housing & Community Development and Engineering and Capital Improvement Departments, at a total contract amount of $525,000.

Explanation: The Procurement Department received four bids for asbestos and lead testing, environmental site assessment and indoor air quality consulting services.

The contractor will provide services such as sample collection and analysis, air monitoring, site visits, hazardous material inspection, pre-demolition surveys, and workplan development. The services are required to support City operations involving neighborhood stabilization projects; as well as the purchase, renovation, and demolition of structures, vacant land and existing facilities.

The Procurement Department recommends for award:

Greenfield Environmental, Inc. (St. Petersburg) $525,000
(Three-years @ $175,000 per year)

Greenfield Environmental, Inc., the lowest responsive and responsible bidder, has met the requirements of IFB No. 7000-2, dated November 28, 2018. The company is headquartered in St. Petersburg and has been in business since 1999. It has satisfactorily provided these services for the City in the past. This agreement will be effective through December 31, 2021, with one, two-year renewal option. A blanket purchase agreement will be issued to the vendor and will be binding only for actual services rendered.

Cost/Funding/Assessment Information: Funds have been previously appropriated in the Sanitation Operating Fund (4021), Neighborhood Services Code Compliance Demolition account (1101129) and in various capital projects in the General Capital Improvement Fund (3001).

Attachments: Bid Tabulation (2 pages) Resolution

Approvals:

[Signatures] Administrative Budget
Bid No. 7000-2 City of St. Petersburg
Consulting Services, Environmental, Asbestos, AD and Lead,
Neat Jones

Bid Tabulation
Procurement and Supply Management

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description</th>
<th>Est Qty.</th>
<th>UOM</th>
<th>Unit Price</th>
<th>Extended Price</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>GLE Associates, Inc. Tampa, FL</td>
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<td></td>
<td>Terms: Net 30</td>
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<td></td>
<td>Delivery: 30 Days</td>
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<td>1</td>
<td>Asbestos Facility Survey - Less than 2,500 Square Feet excluding samples</td>
<td>300</td>
<td>EA</td>
<td>712.50</td>
<td>213,750.00</td>
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<td>EA</td>
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<td>817.00</td>
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<td>Asbestos Facility Survey - 5,001 to 10,000 Square Feet excluding samples</td>
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<td>EA</td>
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<td>1,092.50</td>
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<td>5</td>
<td>Asbestos Facility Survey - Greater than 20,000 Square Feet excluding samples</td>
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<td>HR</td>
<td>76.95</td>
<td>76.95</td>
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<td>Asbestos - Analysis</td>
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<td>6</td>
<td>Analyzed Bulk Sample (PLM)- Standard Turnaround</td>
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<td>EA</td>
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<td>Analyzed Bulk Sample (PLM)- Additional per sample cost for 24 hour turnaround time</td>
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<td>Analyzed Bulk Sample (PLM) utilizing point counting method (400 point count)</td>
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<td>EA</td>
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<td>Analyzed Air Sample (PCM) standard turnaround time</td>
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<td>Analyzed Air Sample (TEM) 24-Hours</td>
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<td>EA</td>
<td>52.25</td>
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<td>Asbestos - Project Monitoring</td>
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<td>11</td>
<td>Project Air Monitoring, first, second or third shift, (10-hour shift), seven-days per week, (including all travel expenses and the PCM analysis of up to 10 air samples per shift at no extra cost).</td>
<td>3,000</td>
<td>HR</td>
<td>64.13</td>
<td>192,390.00</td>
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<td>Project Air Monitoring - Overtime hours, in excess of 10-hours per day, seven-days per week.</td>
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<td>HR</td>
<td>80.75</td>
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<td>Asbestos - Staffing</td>
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<td>13</td>
<td>Florida Licensed Asbestos Consultant</td>
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<td>14</td>
<td>Certified Industrial Hygienist</td>
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<td>HR</td>
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<td>Staff Industrial Hygienist</td>
<td>10</td>
<td>HR</td>
<td>80.75</td>
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City of St. Petersburg
Consulting Services, Environmental, Asbestos, AD and Lead,
Neat Jones

Pending Award
<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description</th>
<th>Est. Unit Price</th>
<th>Annual Qty.</th>
<th>UOM</th>
<th>Unit Price</th>
<th>Extended Price</th>
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<td>Final report of large scale asbestos abatement project including photos</td>
<td>546.25</td>
<td>1 EA</td>
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<td>18</td>
<td>Final report of small-scale, short duration, or emergency asbestos abatement projects, including photos</td>
<td>465.50</td>
<td>250 EA</td>
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<td>Operation &amp; Maintenance Manual</td>
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<td>Development of small scale project specifications</td>
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<td>Phase I ESA (Facilities)</td>
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<td>10 EA</td>
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<td>18,900.00</td>
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<td>Phase I ESA - Greater than 20,000 Square Feet (Building Size)</td>
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<td>Temporary Monitoring Well and Sampling - (up to 15' depth)</td>
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<td>47,250.00</td>
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<td>Soil Sampling - up to 6 feet depth</td>
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<td>Analysis - EPA Method 8260</td>
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<td>Analysis - EPA Method 8270</td>
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<td>Analysis - FL-PRO for TRPH</td>
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<td>1 EA</td>
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<td>Analysis - RC/EA Metals</td>
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<td>1 EA</td>
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<td>30</td>
<td>Comfort Parameter Testing - 2,500 sq ft facility</td>
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<td>Particulate Air Samples (Example Air-Q-Cell)</td>
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<td>100 EA</td>
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<td>32</td>
<td>Viable Fungi Air Samples</td>
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<td>Lead Testing</td>
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<td>30 EA</td>
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<td>34</td>
<td>Lead-Based Faint Inspection</td>
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<td>Clearance Exam</td>
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Sub Total: $1,168,305.45

2% / 10, Net 30 Discount: $25,155.00

SBE Discount: $877,919.00

Total: $1,143,189.45

Pending Award
A RESOLUTION APPROVING THE AWARD OF A THREE-YEAR BLANKET PURCHASE AGREEMENT WITH A TWO-YEAR RENEWAL OPTION TO GREENFIELD ENVIRONMENTAL, INC. FOR ASBESTOS, LEAD, AND ENVIRONMENTAL SITE ASSESSMENT CONSULTING SERVICES FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED $525,000 FOR THE INITIAL TERM; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Procurement & Supply Management Department received (4) four bids for asbestos, lead, and environmental site assessment consulting services for the Codes Compliance, Housing & Community Development and Engineering and Capital Improvement Departments pursuant to IFB No. 7000-2 dated November 28, 2018; and

WHEREAS, Greenfield Environmental, Inc. has met the terms and conditions of IFB No. 7000-2; and

WHEREAS, the Procurement & Supply Management Department, in cooperation with the Codes Compliance, Housing & Community Development and Engineering and Capital Improvement Departments recommends approval of this award.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida, that the award of a three-year blanket purchase agreement with a two-year renewal option to Greenfield Environmental, Inc. for asbestos, lead, and environmental site assessment consulting services for the Codes Compliance, Housing & Community Development and Engineering and Capital Improvement Departments for a total contract amount not to exceed $525,000 for the initial term is hereby approved.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute all documents necessary to effectuate this transaction.

This Resolution shall become effective immediately upon its adoption.

Approved as to Form and Substance:

[Signature]
City Attorney (Designee)
00420827
The following page(s) contain the backup material for Agenda Item: Approving a blanket purchase agreement with Dan Callaghan Enterprises, Inc., d/b/a Callaghan Tire, for tire repair and recapping services for the Fleet Management Department, at a total contract amount of $330,000. Please scroll down to view the backup material.
To: The Honorable Charlie Gerdes, Chair, and Members of City Council

Subject: Approving a blanket purchase agreement with Dan Callaghan Enterprises, Inc., d/b/a Callaghan Tire, for tire repair and recapping services for the Fleet Management Department, at a total contract amount of $330,000.

Explanation: This purchase is being made from Manatee County Contract No. 18-R069817CB, dated October 29, 2018.

The vendor will provide tire repairs and recapping services for sanitation trucks, large dump trucks and catch basin cleaners. Tires will be repaired in accordance with USTMA standards. Recapped tires will be used only on rear axles. Recapped tires deliver approximately 75 percent of the tread life and are about 35 percent of the cost of a new tire. Fleet Management can recap a tire casing up to five times before a new tire is required.

The Procurement Department, in cooperation with the Fleet Management Department, recommends award:

Dan Callaghan Enterprises, Inc., d/b/a Callaghan Tire (Clearwater)........$330,000

Dan Callaghan Enterprises, Inc., d/b/a Callaghan Tire, has met the specifications, terms and conditions of Manatee County Contract No. 18-R069817CB. This purchase is made in accordance with Section 2-256(2) of the Procurement Code, which authorizes the Mayor, or his designee, to utilize competitively bid contracts of other governmental entities. The agreement will be effective from the date of approval through October 31, 2019, with four, one-year renewal options.

Cost/Funding/Assessment Information: Funding has been previously appropriated in the Fleet Management Fund (5001) Fleet Mechanical Costs Division (8002527).

Attachments: Resolution

Approvals:

[Signatures]
A RESOLUTION ACCEPTING THE BID AND APPROVING THE AWARD OF A ONE-YEAR BLANKET PURCHASE AGREEMENT WITH FOUR ONE-YEAR RENEWAL OPTIONS TO DAN CALLAGHAN ENTERPRISES, INC. D/B/A CALLAGHAN TIRE FOR TIRE REPAIR AND RECAPPING SERVICES FOR THE FLEET MANAGEMENT DEPARTMENT FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED $330,000 UTILIZING MANATEE COUNTY CONTRACT NO. 18-R069817CB; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City desires to purchase tire repair and recapping services for the Fleet Management Department; and

WHEREAS, pursuant to Section 2-256(2) of the Procurement Code, the Mayor or the Mayor's designee is authorized to utilize competitively bid contracts of other government entities; and

WHEREAS, Dan Callaghan Enterprises, Inc. d/b/a Callaghan Tire has met the specifications, terms and conditions of Manatee County Contract No. 18- R069817CB; and

WHEREAS, the Procurement & Supply Management Department, in cooperation with the Fleet Management Department, recommends approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that the bid is hereby accepted and the award of a one-year blanket purchase agreement with four one-year renewal options to Dan Callaghan Enterprises, Inc. d/b/a Callaghan Tire for tire repair and recapping services for the Fleet Management Department for a total contract amount not to exceed $330,000 utilizing Manatee County Contract No. 18-R069817CB is hereby approved.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute all documents necessary to effectuate this transaction.

This Resolution shall become effective immediately upon its adoption.

Approved as to Form and Substance:

[Signature]
City Attorney (Designee)
00421679
The following page(s) contain the backup material for Agenda Item: Acknowledging the selection of Stantec Architecture Inc. (A/E) as the most qualified firm to provide professional services for the Facility Master Plan and Space Needs Assessment Project for the Public Works Administration; authorizing the Mayor or his designee to execute an architect/engineering agreement with A/E for A/E to develop the Facility Master Plan and Space Needs Assessment for an amount not to exceed $269,923; and providing an effective date. (ECID Project No. 17229-019; Oracle Nos.16420, 16672, 16708 and 16908).
Please scroll down to view the backup material.
To: The Honorable Charlie Gerdes, Chair, and Members of City Council

Subject: Acknowledging the selection of Stantec Architecture Inc. (A/E) as the most qualified firm to provide professional services for the Facility Master Plan and Space Needs Assessment Project for the Public Works Administration; authorizing the Mayor or his designee to execute an architect/engineering agreement with A/E for A/E to develop the Facility Master Plan and Space Needs Assessment for an amount not to exceed $269,923; and providing an effective date. (ECID Project No. 17229-019; Oracle Nos. 16420, 16672, 16708 and 16908).

Explanation: On January 17, 2018, the City issued a Request for Qualifications, RFQ No. 6780, Facility Master Plan and Space Needs Assessment. On February 15, 2018, the City received four (4) statements of qualifications from the following firms:

1. ACAI Associates, Inc.
2. Rañon & Partners, Inc.
3. Stantec Architecture Inc.
4. Wannemacher Jensen Architects Inc.

Evaluation of the statements of qualifications was conducted by:

Raul Quintana, AIA, City Architect
John Norris, Stormwater Pavement & Traffic Operations Director
John Palenchar, P.E., Water Resources Director
Sharon Wright, AICP, LEED AP BD+C, ENV SP, Sustainability & Resiliency Director
Brandy Colandrea, Fleet Administration Manager
Jay Lund, AIA, Senior Capital Improvements Project Coordinator

The statements of qualifications were evaluated based on the following criteria:

- Team background and experience
- Project approach
- Capacity to accomplish the work
- Relevant project examples
- MBE status of firm or sub-consultants

The evaluation committee met on May 4, 2018, and shortlisted the following three firms for interviews:

1. ACAI Associates, Inc.
2. Rañon & Partners, Inc.
3. Stantec Architecture Inc.

On April 9, 2018, the evaluation committee heard presentations from each of the shortlisted firms and ranked Stantec Architecture Inc. as the top-ranked firm, followed by ACAI Associates, Inc. as the second ranked firm, and Rañon & Partners, Inc. as the third-ranked firm. The evaluation committee elected to move forward with negotiations with Stantec Architecture Inc., the top-ranked firm.

Stantec Architecture Inc. was determined to be most qualified for the City, taking into consideration the following: their significant qualifications and experience; diverse and cohesive team; their understanding of requirements for this project; project approach and examples provided were specific to this project; proposed interaction with neighborhoods in the project vicinity, they provided an excellent description of sustainable goals and integration into the project; and meeting the overall evaluation criteria as set forth in RFQ No. 6780.
into the project; and meeting the overall evaluation criteria as set forth in RFQ No. 6780.

Stantec Architecture Inc. has provided similar and satisfactory master planning professional services for other facilities such as the Madison Wisconsin Public Works Facility, Parker Colorado Public Works Operations Facility, and the City of Loveland Public Works Fleet Service Center. The company has been providing these services for 28 years. Stantec Architecture Inc.’s principals are Anton Germishuzen and Bruce Knepper, directors; Scott L Murray, director/president; Brian Reno, secretary; and Gary Semling, treasurer.

Approving this A/E agreement in the lump sum amount of $269,923.00 will provide a facility analysis, programming and space needs analysis, and master site planning for three of the City departments under the Public Works Administration. The three City departments are Water Resources, Fleet Management and Stormwater, Pavement and Traffic Operations. The consultant will assess the needs of these three diverse departments and develop distinct facility master plans that provide a usable plan for necessary future improvements.

The Engineering and Capital Improvements Department has negotiated with Stantec Architecture Inc. for a fee not to exceed the amount of $269,923.00 for professional services for developing the facility master plan and space needs assessment.

The A/E agreement includes the following sub-tasks and associated costs, respectively:

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1.0 Project Kick-off</td>
<td>$12,849</td>
</tr>
<tr>
<td>Task 2.0 Preliminary Programming</td>
<td>$67,598</td>
</tr>
<tr>
<td>Task 3.0 Site Master Planning</td>
<td>$144,044</td>
</tr>
<tr>
<td>Task 4.0 Site Investigation, Assessments &amp; Surveys</td>
<td>$45,432</td>
</tr>
<tr>
<td>Total Fee</td>
<td>$269,923</td>
</tr>
</tbody>
</table>

Recommendation: The Procurement Department, in cooperation with the Engineering and Capital Improvements departments, recommends City Council approve the A/E agreement with Environmental Science Associates Corporation.

Cost/Funding/Assessment Information: Funding has been previously appropriated in the Stormwater Utility Operating Fund (4011) SPTO Building Project (16420), General Capital Improvement Fund (3001) Fleet Facility Master Plan Project (16672), Water Resources Capital Projects Fund (4003) FAC Facility Master Plan FY19 Project (16908) and the Stormwater Drainage Capital Projects Fund (4013) SW Facility Master Plan FY19 Project (16708). (ECID Project No. 17229-019).

Attachments: Technical Evaluation (3 pages)
Meeting Minutes (3 pages)
Resolution

Approvals:
Summary Work Statement

The City received four statements of qualifications (SOQs) for RFQ No. 6780, Facility Master Plan and Space Needs Assessment. The consultant will provide services to assess the needs, provide the design and construction administration and develop a master plan for the Fleet Management, Water Resources and Stormwater Pavement and Traffic Operations departments. The SOQs were received from the following:

1. ACAI Associates, Inc.
2. Rañon & Partners, Inc.
3. Stantec Architecture Inc.
4. Wannemacher Jensen Architects Inc.

Evaluation Committee

Evaluation of the statements of qualifications was conducted by:

Raul Quintana, AIA, City Architect
John Norris, Stormwater Pavement & Traffic Operations Director
John Palenchar, P.E., Water Resources Director
Sharon Wright, AICP, LEED AP BD+C, ENV SP, Sustainability & Resiliency Director
Brandy Colandrea, Fleet Administration Manager
Jay Lund, AIA, Senior Capital Improvements Project Coordinator

Evaluation Criteria

The statements of qualifications were evaluated based on the following criteria:

- Team background and experience
- Project approach
- Capacity to accomplish the work
- Relevant project examples
- MBE status of firm or sub-consultants

Offerors' Profiles

Below are profiles of the offerors and a summary of the strengths and weaknesses as reported after the initial independent review.

ACAI Associates, Inc. is headquartered in Fort Lauderdale and was incorporated in 1985. The firm has been in business for 33 years and employs 32 people.

Strengths include: They are local to Florida; their qualifications and experience that relate to master plans for education and transit facilities; proposed team that worked together; understanding of the project and its challenges; proposed use of up-to-date technology.

Weaknesses include: Concerns about where they would set up shop in the City; their lack of relevant public works projects, logical schedule; weak project approach and poor sustainability statement.
The statement of qualifications marginally meets the City's requirements.

Rañon & Partners, Inc. is headquartered in Tampa and was incorporated in 1978. The firm has been in business for 40 years and employs seven people.

Strengths include: Their local presence in Tampa; proposed staff and subconsultants who have worked together; understanding of sustainable projects and LEED requirements.

Weaknesses include: Their limited experience in public works masterplans and vehicle fleet, lack of detail in project approach and use of up-to-date technology.

The statement of qualifications marginally meets the City's requirements.

Stantec Architecture, Inc. is headquartered in Arlington, VA, and was incorporated in 1989. The firm has been providing these services for 28 years and employs 108 people locally and 16,981 nationally.

Strengths include: Their large company, experience and qualifications for this project; proposed key staff members and sub-consultants that include an industrial engineer, diversity, is local and have performed on similar jobs; presentation that was seamless; lead for this project has experience in public works; the best layout of project approach that shows knowledge, understanding and use of charrette process to engage users and owners for the required work; provided many prior examples specific to this project; proposed LEED gold and platinum sustainable credentials for this project, up-to-date technology and use of best practices that include life cycle cost and proposed use of SBE.

Weaknesses include: The geographical location of their headquarters and possibility of challenges with communication; their lack of local projects and dealing with local conditions.

The statement of qualifications meets the City's requirements.

Wannemacher Jensen Architects, Inc. is headquartered in St. Petersburg and was incorporated in 1992. The firm has been in business for 26 years and employs 20 people.

Strengths include: Their local presence and experience with City projects.

Weaknesses include: Their lack of relevant experience and understanding of the complexity of the project; the principals and sub-consultant lacked capacity and depth of knowledge for this type of project.

The statement of qualifications does not meet the City's requirements.

Shortlisting

The SOQs were initially evaluated solely on the evaluation criteria established in the RFP. Wannemacher Jensen Architects, Inc. was removed from further consideration. ACAI, Rañon and Stantec were ranked as follows:

<table>
<thead>
<tr>
<th>Rank</th>
<th>Firm</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Stantec Architecture, Inc.</td>
</tr>
<tr>
<td>2.</td>
<td>ACAI Associates, Inc.</td>
</tr>
<tr>
<td>3.</td>
<td>Rañon &amp; Partners, Inc.</td>
</tr>
</tbody>
</table>
Recommendation for Award

Stantec Architecture, Inc. has met the requirements for RFQ No. 6780 and was determined to be the most qualified firm, taking into consideration their years of providing these services and the evaluation criteria set forth in the RFQ.

Stantec Architecture, Inc. was selected for the following reasons:

- Their significant experience and qualifications for this project
- Their diverse and cohesive team
- Their understanding of the requirements for this project
- Their project approach and examples provided were specific to this project
- Their proposed interaction with neighborhoods in project vicinity
- Their excellent description of sustainable goals and integration into project

Raul Quintana, Chair
Brandy Colandrea, Committee Member
Sharon Wright, Committee Member


City of St. Petersburg  
Meeting Minutes  
Procurement and Supply Management

**Title:**  
RFQ No. 6780 Facility Master Plan & Space Needs Assessment

**Meeting Date:**  
Thursday, March 8, 2018

**Time:**  
9:00 a.m.

**Place:**  
Municipal Services Center, One 4th Street North, CR800, St. Petersburg, FL

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Discussion/Action Taken</th>
</tr>
</thead>
</table>
| 1. Introductions | Committee Members: Raul Quintana, Jay Lund, Joe Krizen, John Norris, John Palenchar, Sharon Wright  
Advisory Staff: Karen Dewar  
No members of the public were present  
Motion by: Brandy Colandrea to name Raul Quintana as Chair  
Seconded by: John Norris  
Affirmatives: six (6) |

| 2. Evaluations of Statements of Qualifications (Strengths and Weaknesses) – Raul Quintana | Motion by: Jay Lund to remove Wannemacher Jensen Architects from further consideration.  
Seconded by: Brandy Colandrea  
Affirmatives: six (6) |

| a. ACAI Associates, Inc | Motion by: John Norris to shortlist and invite ACAI, Ranon & Stantec for presentations.  
Seconded by: Jay Lund  
Affirmatives: six (6) |

| b. Ranon & Partners, Inc | |

| c. Stantec Architecture, Inc. | |

| d. Wannemacher Jensen Architects, Inc. | |
4. Clarification/Questions

Action: Karen to compile questions with Raul and notify shortlisted companies of 30 minutes for presentation and 25 minutes for questions & answers.

Meeting adjourned at 10:30 a.m.

5. Adjournment
**Title:** RFQ No. 6780 Facility Master Plan & Space Needs Assessment  
**Meeting Date:** Monday, April 9, 2018  
**Time:** 3:00 p.m.  
**Place:** Water Resources Administration Building, 1650 3rd Avenue North, Training Room, St. Petersburg 33713,

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Discussion/Action Taken</th>
</tr>
</thead>
</table>
| 1. Introductions | Committee Members: Raul Quintana, Jay Lund, Brandy Colandrea, John Norris, John Palenchar, Sharon Wright  
Advisory Staff: Karen Dewar |

<p>| | |</p>
<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>a. Public Comments</td>
<td>Members of the public were present from ACAI but had no comments: Rafael Oranday, Adolfo Cotilla &amp; Don Wilkin</td>
</tr>
</tbody>
</table>
| b. Florida's Open Meeting Law – FS 286.011 [KD] | Motion by: John Palenchar to rank Rancn #3  
Seconded by: Jay Lund  
Affirmatives: six (6) |
| c. Prohibited Communication - AP #050100 [KD] | Motion by: Jay Lund to rank Stantec #1 and ACAI #2  
Seconded by: Sharon Wright  
Affirmatives: six (6) |

2. Evaluations of Statements of Qualifications – Interviews/Presentations (Strengths and Weaknesses) - Raul Quintana, Chair

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. ACAI Associates, Inc</td>
<td>Action: Karen to notify firms of ranking</td>
</tr>
<tr>
<td>b. Ranon &amp; Partners, Inc</td>
<td>Committee dissolved at 3:55 p.m.</td>
</tr>
<tr>
<td>c. Stantec Architecture, Inc.</td>
<td></td>
</tr>
</tbody>
</table>

3. Ranking of the shortlist

4. Clarifications/Questions

5. Dissolution of Committee
A RESOLUTION ACKNOWLEDGING THE SELECTION OF STANTEC ARCHITECTURE INC. ("STANTEC") AS THE MOST QUALIFIED FIRM TO PROVIDE PROFESSIONAL SERVICES FOR THE FACILITY MASTER PLAN AND SPACE NEEDS ASSESSMENT PROJECT ("PROJECT"); AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE AN ARCHITECT/ENGINEERING AGREEMENT WITH STANTEC TO PROVIDE PRELIMINARY PROGRAMMING, SITE MASTER PLANNING, AND SITE INVESTIGATION, ASSESSMENTS AND SURVEYS FOR THREE DEPARTMENTS UNDER THE PUBLIC WORKS ADMINISTRATION IN AN AMOUNT NOT TO EXCEED $269,923; AND PROVIDING AN EFFECTIVE DATE. (ENGINEERING PROJECT NO. 17229-019; ORACLE NOS. 16708 AND 16908)

WHEREAS, the City of St. Petersburg, Florida ("City") through its Procurement and Supply Management Department issued Request for Qualifications ("RFQ") No. 6780 dated January 17, 2018 for the Facility Master Plan and Space Needs Assessment Project ("Project") for the Public Works Administration; and

WHEREAS, the City received four (4) statements of qualifications ("SOQs") in response to the RFQ; and

WHEREAS, the selection committee (Raul Quintana, John Norris, John Palenchar, Sharon Wright, Brandy Colandrea, and Jay Lund) met on April 9, 2018 to discuss the SOQs, shortlisted to three (3) firms, and motioned to hear presentations and conduct interviews on May 4, 2018 with the shortlisted firms; and

WHEREAS, on May 4, 2018, the three (3) shortlisted firms 1) ACAI Associates, Inc.; 2) Rañon & Partners, Inc.; and 3) Stantec Architecture Inc. ("Stantec") made presentations to the selection committee; and

WHEREAS, based on the presentations, interviews, deliberations, and SOQs submitted by the three (3) shortlisted firms, the selection committee met on May 4, 2018 and ranked Stantec as the most qualified firm to provide miscellaneous professional services for the Project; and

WHEREAS, Administration recommends City Council acknowledge the selection of Stantec as the most qualified firm to provide professional services for the Project and authorize the Mayor or his designee to execute an architect/engineering agreement with Stantec for Stantec to provide preliminary programming, site master planning, and site investigation, assessments and surveys for the Project for three departments under the Public Works Administration in an amount not to exceed $269,923.
NOW THEREFORE BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida, that the selection of Stantec Architecture Inc. ("Stantec") as the most qualified firm to provide professional services for the Project is hereby acknowledged.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute an architect/engineering agreement with Stantec for Stantec to provide preliminary programming, site master planning, and site investigation, assessments and surveys for the Project for three departments under the Public Works Administration in an amount not to exceed $269,923.

This resolution shall become effective immediately upon its adoption.

Approved by:

[Signature]

Legal Department

By: (City Attorney or Designee)

00420572
The following page(s) contain the backup material for Agenda Item: Approving the renewal of a blanket purchase agreement with Osburn Associates Inc. for reflective sign material, at an estimated amount of $75,000, for a total contract amount of $210,000. Please scroll down to view the backup material.
To: The Honorable Charlie Gerdes, Chair, and Members of City Council

Subject: Approving the renewal of a blanket purchase agreement with Osburn Associates Inc. for reflective sign material, at an estimated amount of $75,000, for a total contract amount of $210,000.

Explanation: On March 1, 2016, Administration approved a three-year agreement for reflective sign material through February 28, 2019. This agreement has one two-year renewal. On January 26, 2018, Administration approved an allocation increase of $33,000. Council approval was not requested since the total contract amount did not exceed the approval threshold. On June 14, 2018, Council approved an allocation increase of $10,000. On August 23, 2018, Council approved an allocation increase of $26,000. This is the final renewal.

The vendor provides reflective sign materials such as sign blanks, transfer tape, sheeting and film, for the Stormwater, Pavement & Traffic Operations Department.

The Procurement Department recommends for renewal:

Osburn Associates Inc. (Hocking, OH).................................$75,000

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original agreement</td>
<td>$66,000</td>
</tr>
<tr>
<td>1st allocation</td>
<td>33,000</td>
</tr>
<tr>
<td>2nd allocation</td>
<td>10,000</td>
</tr>
<tr>
<td>3rd allocation</td>
<td>26,000</td>
</tr>
<tr>
<td>1st renewal</td>
<td>75,000</td>
</tr>
<tr>
<td><strong>Total agreement</strong></td>
<td><strong>$210,000</strong></td>
</tr>
</tbody>
</table>

The vendor has agreed to hold pricing firm under the current terms and conditions of RFQ 5991, dated February 18, 2016. Administration recommends renewal of the agreement based on the contractor's past satisfactory performance and demonstrated ability to comply with the terms and conditions of the contract. This renewal will be effective from the date of approval through February 28, 2021.

Cost/Funding/Assessment Information: Funds have been previously appropriated in the General Fund (0001) Stormwater, Pavement & Traffic Operations Department, Traffic Sign Fabrication Division (4001269).

Attachments: Resolution

Approvals:

Administrative

Budget
A RESOLUTION APPROVING THE TWO-YEAR RENEWAL TO THE BLANKET PURCHASE AGREEMENT WITH OSBURN ASSOCIATES INC. FOR REFLECTIVE SIGN MATERIAL FOR THE STORMWATER, PAVEMENT & TRAFFIC OPERATIONS DEPARTMENT TO EXTEND THE TERM AND INCREASE THE CONTRACT AMOUNT IN THE AMOUNT OF $75,000 FOR THIS RENEWAL TERM; PROVIDING THE TOTAL AMOUNT FOR THE AGREEMENT SHALL NOT EXCEED $210,000; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on March 1, 2016, Administration approved a three-year blanket purchase agreement (“Agreement”) with a two-year renewal option with Osburn Associates Inc. for reflective sign material for the Stormwater, Pavement & Traffic Operations Department in an amount not to exceed $66,000; and

WHEREAS, on January 26, 2018, Administration approved an increase in the amount of $33,000 to the allocation for the Agreement (for a total contract amount of $99,000); and

WHEREAS, on June 14, 2018, City Council approved an increase in the amount of $10,000 to the allocation for the Agreement (for a total contract amount of $109,000); and

WHEREAS, on August 23, 2018, City Council approved an increase in the amount of $26,000 to the allocation for the Agreement (for a total contract amount of $135,000); and

WHEREAS, the City desires to exercise the two-year renewal option to extend the term and increase the contract amount in the amount of $75,000 for this renewal term; and

WHEREAS, the Procurement & Supply Management Department, in cooperation with the Stormwater, Pavement and Traffic Operations Department, recommends approval of this resolution.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that the two-year renewal to the blanket purchase agreement with Osburn Associates Inc. for reflective sign material for the Stormwater, Pavement & Traffic Operations Department to extend the term and increase the contract amount in the amount of $75,000 for this renewal term is hereby approved.

BE IT FURTHER RESOLVED that the total amount for the agreement shall not exceed $210,000.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute all documents necessary to effectuate this transaction.

This resolution shall become effective immediately upon its adoption.

Approved as to Form and Substance:

City Attorney (Designee)
00421711
The following page(s) contain the backup material for Agenda Item: Accepting a proposal from Lighthouse Advisors, Inc., a sole source supplier, for continued design and cost evaluation services for the new St. Pete Pier™, at an estimated annual cost of $96,000.
Please scroll down to view the backup material.
To: The Honorable Charlie Gerdes, Chair, and Members of City Council

Subject: Accepting a proposal from Lighthouse Advisors, Inc., a sole source supplier, for continued design and cost evaluation services for the new St. Pete Pier™, at an estimated annual cost of $96,000.

Explanation: The vendor provides project administration, assistance with contract negotiations, design, cost advisory services, and project management assistance for the combined Pier Approach and New St. Pete Pier™ projects.

The City has been engaged with Lighthouse Advisors for project administration support services related to the construction of the St. Pete Pier™ for the past five years. The current agreement expires February 1, 2019 with no renewal options. Because Lighthouse Advisors has detailed knowledge and experience with the evolution of the new St. Pete Pier™, a sole source procurement is recommended. The one-year agreement will allow the contractor to continue ongoing work through project completion.

The Procurement Department, in cooperation with the Engineering and Capital Improvements Department, recommends approval:

Lighthouse Advisors (Tampa)................................. $96,000

This purchase is made in accordance with Section 2-249, Sole Source Procurement of the Procurement Code, which authorizes City Council to approve the purchase of a supply or service under $100,000 without competitive bidding, if it has been determined that the supply or service is available from only one source. This agreement will be effective through February 1, 2020. A blanket purchase agreement will be issued and will be binding only for actual services rendered.

Cost/Funding/Assessment Information: Funds have been previously appropriated in the General Capital Improvements Fund (3001), Pier Visioning Project (11988) and Pier Approach Project (15377).

Attachments: Sole Source (2 pages)

Resolution

Approvals:

[Signature] Administrative

[Signature] Budget
City of St. Petersburg

Sole Source Request

Procurement & Supply Management

Department: Engineering and Capital Improvements

Requisition No.

Check One: X Sole Source ______ Proprietary Specifications

Proposed Vendor: Lighthouse Advisors, Inc.

Estimated Total Cost: $96,000

Description of Items (or Services) to be purchased:

Provide project administration, contract negotiations, and design and cost advisory services for the combined Pier Approach and Pier (new St. Pete Pier™). With additional tenant buildout work, schedule management is also included.

Purpose of Function of items:

The new St. Pete Pier™ is in construction on the full 26 acres. Lighthouse Advisors Inc. has provided ongoing assistance on managing the design and construction phases of this project to include providing design direction, resolution of construction issues, management of the schedule and budget for this multi-faceted project. The services also include management of the design and delivery of the tenant improvement packages which have been added to the scope of the project and extended its duration.

Justification for Sole Source of Proprietary specification:

Lighthouse Advisors, Inc. has detailed knowledge and experience with the evolution of the new St. Pete Pier™ gained over the past five years of assisting the City with selection of consultants, management of design and budgets, development of construction contracts and GMP proposals so that the project could enter into construction. With over $60 million in construction currently and additional work added via tenant improvements that will result in an additional year of construction, Lighthouse Advisors will take on an even greater role to ensure consistency with project delivery and bring all the multi-faceted parts of this project to a successful completion by end of 2019. Services will also include proper close-out of the contracts and start-up responsibilities into early 2020.
I hereby certify that in accordance with Section 2-249 of the City of St. Petersburg Procurement Code, I have conducted a good faith review of available sources and have determined that there is only one potential source for the required items per the above justification. I also understand that under Florida Statute 838.22(2) it is a second degree felony to circumvent a competitive bidding process by using a sole-source contract for commodities or services.

[Signatures and dates]

Brysh Paymon
Department Director

Administrator/Chief

Louis Moore, Director
Procurement & Supply Management
A RESOLUTION DECLARING LIGHTHOUSE ADVISORS, INC. AS THE SOLE SOURCE SUPPLIER FOR DESIGN AND COST EVALUATION SERVICES FOR THE NEW ST. PETE PIER™; ACCEPTING A PROPOSAL AND APPROVING A ONE-YEAR AGREEMENT WITH LIGHTHOUSE ADVISORS, INC. FOR DESIGN AND COST EVALUATION SERVICES FOR THE NEW ST. PETE PIER™ AT A TOTAL COST NOT TO EXCEED $96,000; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City wishes to continue design and cost evaluation services for the new St. Pete Pier™; and

WHEREAS, Lighthouse Advisors, Inc. ("Lighthouse") is the sole source provider for these services because the City has been engaged with Lighthouse since 2014 to provide project administration, assistance with contract negotiations, design, cost advisory services and project management related to the Pier Approach and the new St. Pete Pier™, and Lighthouse has detailed knowledge and experience with the evolution of this project; and

WHEREAS, Section 2-249 of the City Code provides for sole source procurement when a supply or service is available from only one source; and

WHEREAS, the Procurement and Supply Management Department, in cooperation with the Engineering & Capital Improvements Department, recommends approval of this award to Lighthouse, as a sole source supplier; and

WHEREAS, the Mayor or his designee has prepared a written statement to the City Council certifying the condition and circumstances for the sole source purchase.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that Lighthouse Advisors, Inc. is declared the sole source supplier for design and cost evaluation services for the new St. Pete Pier™.

BE IT FURTHER RESOLVED that the proposal is hereby accepted and the award of a one-year agreement with Lighthouse Advisors, Inc. for design and cost evaluation services for the new St. Pete Pier™ at a total cost not to exceed $96,000 is hereby approved.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute all documents necessary to effectuate this transaction.

This resolution shall become effective immediately upon its adoption.

Approved by:

City Attorney (Designee)
The following page(s) contain the backup material for Agenda Item: Approving the purchase of a barcode and RFID scanner solution from Ventureforth Inc. for the Procurement and Supply Management Department, in the amount of $55,436, and approving a supplemental appropriation in the amount of $55,436 from the unappropriated balance of the Supply Management Fund (5031) to the Supply Management Division (0601053). Please scroll down to view the backup material.
ST. PETERSBURG CITY COUNCIL

Consent Agenda

Meeting of January 17, 2019

To: The Honorable Charlie Gerdes, Chair, and Members of City Council

Subject: Approving the purchase of a barcode and RFID scanner solution from Ventureforth Inc. for the Procurement and Supply Management Department, in the amount of $55,436, and approving a supplemental appropriation in the amount of $55,436 from the unappropriated balance of the Supply Management Fund (5031) to the Supply Management Division (0601053).

Explanation: On August 8, 2018, the Procurement Department issued a Request for Information, RFI No. 6935, for a wireless barcode scanner solution for the Consolidated Warehouse.

The vendor will furnish and deliver vStores for Oracle, a barcode and RFID solution, which will bring the warehouse and inventory operations up to date, including receiving, put-away, picking items against orders, returns, cycle counting and label printing. It will be implemented when the time Oracle 12.2.7. goes live. This new system is replacing the old barcode scanners, which are approximately 13 years old.

Administration recommends approving a supplemental appropriation in the amount of $55,436 from the unappropriated balance of the Supply Management Fund.

The Purchasing and Supply Management Department recommends approval:

Ventureforth, Inc. (Atlanta, GA)...............................$55,436

Ventureforth Inc. has met the requirements of RFI No. 6935, dated August 16, 2018. The company is headquartered in Atlanta, GA., and has been in business since 1995.

Cost/Funding/Assessment Information: Funds will be available after approval of a supplemental appropriation in the amount of $55,436 from the unappropriated balance of the Supply Management Fund (5031) to the Supply Management Division (0601053).

Attachments: Resolution

Approvals: 

Administrative

Budget
A RESOLUTION APPROVING THE PURCHASE OF A BARCODE AND RADIO-FREQUENCY IDENTIFICATION (RFID) SCANNER SOLUTION FROM VENTUREFORTH INC. FOR THE PROCUREMENT AND SUPPLY MANAGEMENT DEPARTMENT AT A TOTAL COST NOT TO EXCEED $55,436; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; APPROVING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF $55,436 FROM THE UNAPPROPRIATED BALANCE OF THE SUPPLY MANAGEMENT FUND (5031) TO THE SUPPLY MANAGEMENT DIVISION (0601053); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Procurement and Supply Management Department received one (1) response pursuant to RFI No. 6935, dated August 8, 2018 for a wireless barcode scanner solution for the Consolidated Warehouse; and

WHEREAS, Ventureforth Inc. has met the specifications, terms and conditions of RFI No. 6935; and

WHEREAS, the Procurement & Supply Management Department recommends approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that the purchase of a barcode and radio-frequency identification (RFID) scanner solution from Ventureforth Inc. for the Procurement and Supply Management Department at a total cost not to exceed $55,436 is hereby approved.

BE IT FURTHER RESOLVED that the Mayor or his designee is authorized to execute all documents necessary to effectuate this transaction.

BE IT FURTHER RESOLVED that there is hereby approved from the unappropriated balance of the Supply Management Fund (5031) the following supplemental appropriation for Fiscal Year 2019:

Supply Management Fund (5031)
Supply Management Division (0601053) $55,436

This Resolution shall become effective immediately upon its adoption.

Approved as to Form and Substance:

City Attorney (Designee)

Budget
The following page(s) contain the backup material for Agenda Item: Resolution approving the plat of Oak Ridge Terrace, generally located at 422 49th Street North. (City File 17-20000012) Please scroll down to view the backup material.
TO: THE HONORABLE CHAIR AND MEMBERS OF CITY COUNCIL

SUBJECT: Resolution approving the plat of Oak Ridge Terrace, generally located at 422 49th Street North. (Our File: 17-20000012)

RECOMMENDATION: The Administration recommends APPROVAL.

DISCUSSION:
The applicant is requesting approval of a plat to create six (6) lots with a private ingress/egress and a utility easement. This is a replat of eight (8) platted lots of record and a vacated alley, legally described as Lots 5 thru 12, Block 3, Oak Ridge No. 2.

The plat will assemble the lots for redevelopment.

The language in Condition 1 of the Resolution clarifies that certain conditions must be met prior to a Certificate of Occupancy.

Attachments: Map, Aerial, Resolution, Engineering Memorandum dated October 5, 2018

APPROVALS:
Administrative: [Signature]
Budget: NA
Legal: [Signature]
Project Location Map
City of St. Petersburg, Florida
Planning and Development Department
Case No.: 17-20000012
Address: 422 49th Street North

www.stpete.org
RESOLUTION NO. _____

A RESOLUTION APPROVING THE PLAT OF OAK RIDGE TERRACE, GENERALLY LOCATED AT 422 49TH STREET NORTH; SETTING FORTH CONDITIONS FOR APPROVAL; AND PROVIDING AN EFFECTIVE DATE. (City File 17-20000012)

BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida, that the plat of Oak Ridge Terrace, generally located at 422 49th Street North, is hereby approved, subject to the following conditions.


This resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND CONTENT:

[Signatures and dates]

Planning & Development Services Dept.
City Attorney (Designee)
LEGAL DESCRIPTION

LOTS 5 THROUGH 12, AND VACATED ALLEYS NORTH/SOUTH AND EAST/WEST, BLOCK 3, OAK RIDGE NO. 2, AS RECORDED IN PLAT BOOK 5, PAGE 99, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA, ALL LYING IN SECTION 21, TOWNSHIP 31 SOUTH, RANGE 16 EAST, CITY OF ST. PETERSBURG, PINELLAS COUNTY, FLORIDA.

BEGIN AT THE NORTHWEST CORNER OF LOT 6, BLOCK 3 OF OAK RIDGE NO. 2, THEN RUN 500.00' EAST, ALONG THE EAST LINE OF SAID BLOCK 3, 1,700.00 FEET TO THE SOUTHEAST CORNER OF LOT 11 OF SAID OAK RIDGE NO. 2, THEN RUN 500.00' NORTH ALONG THE SOUTH LINE OF SAID BLOCK 3, 1,700.00 FEET TO THE NORTHWEST CORNER OF LOT 5, THEN IN 500.00' WEST ALONG THE NORTH LINE OF SAID BLOCK 3, 1,700.00 FEET FOR THE POINT OF BEGINNING.

DEDICATION

TRACT "A" IS HEREBY DEDICATED TO OAK RIDGE TERRACE OF ST PETERSBURG HOMEOWNERS ASSOCIATION, INC., FOR THE PERPETUAL MAINTENANCE, AND OPERATION OF A DRIVEWAY/ALLEYWAY (INCLUDING THE SURFACES AND COMPONENTS THEREOF) SERVING THE LOTS IN OAK RIDGE TERRACE FOR PURPOSES OF PRIVATE, PUBLIC, AND PUBLIC SERVICES AND PUBLIC UTILITIES, IN SUCH MANNER, AS A PERPETUAL, NON-EXCLUSIVE EASEMENT TO THE HEROERED PROPERTY, SUBJECT TO THE CONTROL OF THE LOTS IN OAK RIDGE TERRACE, OVER, ACROSS, AND THROUGH TRACT "A", TO PERMIT Vehicular AND PEDESTRIAN ACCESS AND EXPRESS.

ALL PRIVATE DRAINAGE EASEMENTS AND/OR PRIVATE SANITARY SEWER EASEMENTS AS SHOWN ON THIS PLAT ARE HEREBY DEDICATED AND GRANTED TO OAK RIDGE TERRACE OF ST PETERSBURG HOMEOWNERS ASSOCIATION, INC., FOR THE PERPETUAL MAINTENANCE AND OPERATION OF DRAINAGE AND/OR SANITARY SEWER LINES, PIPES AND FACILITIES FOR THE BENEFIT OF THE LOTS IN OAK RIDGE TERRACE, SUCH DEDICATION AND EASEMENT SHALL INCLUDE A PERPETUAL, NON-EXCLUSIVE EASEMENT OVER, ACROSS, UNDER AND THROUGH THE APPROPRIATE LOTS IN OAK RIDGE TERRACE TO ENABLE PERFORMANCE OF SUCH MAINTENANCE AND OPERATION.

OWNER: DOMAIN HOMES, INC.
A FLORIDA CORPORATION

(SIGNATURE OF WITNESS)

BY: KEVIN ROBLES, CHIEF OPERATIONS OFFICER (COO)

STATE OF FLORIDA
COUNTY OF PINELLAS

THE FOREGOING ACKNOWLEDGE BEFORE ME THIS ___ DAY OF ___, 2018 BY KEVIN ROBLES, CHIEF OPERATIONS OFFICER OF DOMAIN HOMES, INC., A FLORIDA CORPORATION, WHO IS PERSONALY KNOWN TO ME OR WHO ___ HAS PRODUCED A FLORIDA DRIVER LICENSE AS IDENTIFICATION.

(SEAL)

PRINT NAME: __________________________
NOTARY PUBLIC FOR STATE OF FLORIDA
MY COMMISSION EXPIRES: ________________________

JOINDER AND CONSENT TO PLAT

THE ASSOCIATION HEREBY JOINS IN AND CONSENTS TO THE PLAT AND DEDICATION MADE BY THE FEE SIMPLE OWNER OF THE PROPERTY.

(SIGNATURE OF WITNESS)

(SEAL)

(Print name)

(Print name)

SEAL OF NOTARY PUBLIC FOR STATE OF FLORIDA

CERTIFICATE OF APPROVAL BY THE CITY COUNCIL

APPROVED BY THE CITY COUNCIL OF THE CITY OF ST. PETERSBURG, PINELLAS COUNTY, FLORIDA.

CERTIFICATE OF APPROVAL BY THE MAYOR

APPROVED BY THE MAYOR OF THE CITY OF ST. PETERSBURG, PINELLAS COUNTY, FLORIDA.

CERTIFICATE OF APPROVAL OF COUNTY CLERK

STATE OF FLORIDA
COUNTY OF PINELLAS

I, KEVIN BURKE, CLERK OF THE CIRCUIT COURT OF PINELLAS COUNTY, FLORIDA, HEREBY CERTIFY THAT THIS PLAT HAS BEEN APPROVED AND THAT IT COMPLIES IN FORM WITH ALL THE REQUIREMENTS OF THE LAWS OF THE STATE OF FLORIDA, PERTAINING TO MAPS AND PLATS, AND THAT THIS PLAT HAS BEEN FILED FOR RECORD IN PLAT BOOK ______, PAGE _______ OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

(SIGNATURE OF WITNESS)

DATE: __________________________

CERTIFICATE OF APPROVAL OF THE CITY SURVEYOR

I, KEVIN BURKE, CLERK OF THE CIRCUIT COURT OF PINELLAS COUNTY, FLORIDA, HEREBY CERTIFY THAT THIS PLAT HAS BEEN APPROVED AND THAT IT COMPLIES IN FORM WITH ALL THE REQUIREMENTS OF THE LAWS OF THE STATE OF FLORIDA, PERTAINING TO MAPS AND PLATS, AND THAT THIS PLAT HAS BEEN FILED FOR RECORD IN PLAT BOOK ______, PAGE _______ OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

(SIGNATURE OF WITNESS)

DATE: __________________________

SHEET 1 OF 2

LAI-PRECISION CORPORATION

CERTIFICATE OF APPROVAL BY THE SURVEYOR

I, VINCENT C. CARENIT, FLORIDA REGISTERED LAND SURVEYOR, HAVE HEREBY CERTIFIED THAT THIS PLAT IS CORRECT AND IS A TRUE AND COMPLETE REPRESENTATION OF THE LANDS SURVEYED AND THAT THIS PLAT WAS MADE UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION, AND THAT THE SURVEY WAS MADE IN CONFORMANCE WITH THE PLANNING REQUIREMENTS OF CHAPTER 723, PART IV, OF THE FLORIDA STATUTES, THE SURVEY DATA HAS NOT BEEN VERIFIED.

(SIGNATURE OF WITNESS)

DATE: __________________________

THIS DAY OF ______, ______, 2018

SHEET 2 OF 2

LAI-PRECISION CORPORATION

CERTIFICATE OF APPROVAL BY THE SURVEYOR

I, VINCENT C. CARENIT, FLORIDA REGISTERED LAND SURVEYOR, HAVE HEREBY CERTIFIED THAT THIS PLAT IS CORRECT AND IS A TRUE AND COMPLETE REPRESENTATION OF THE LANDS SURVEYED AND THAT THIS PLAT WAS MADE UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION, AND THAT THE SURVEY WAS MADE IN CONFORMANCE WITH THE PLANNING REQUIREMENTS OF CHAPTER 723, PART IV, OF THE FLORIDA STATUTES, THE SURVEY DATA HAS NOT BEEN VERIFIED.

(SIGNATURE OF WITNESS)

DATE: __________________________

THIS DAY OF ______, ______, 2018

ALL PLATS AND PLAT EXAMINATIONS SHALL PROVIDE THAT SUCH EXAMINATIONS SHALL ALSO BE EXAMINATIONS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES, PROHIBITED, HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES SHALL INTERFERE WITH ANY FACILITIES, EQUIPMENT, OR SERVICES OF ANY ELECTRIC COMPANY. THE USE OF CABLE TELEVISION SERVICES SHALL NOT REQUIRE THE INSTALLATION OF FACILITIES, EQUIPMENT, OR SERVICES IN THE SUBURBAN URBAN AREA AND THE USE OF CABLE TELEVISION SERVICES FOR TELEPHONE PURPOSES OR ANY PURPOSES INCLUDING TELEPHONE, GAS OR OTHER PUBLIC UTILITIES, SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION SHALL COMPLY WITH THE NATIONAL ELECTRICAL SAFETY CODE AS ADOPTED BY THE FLORIDA PUBLIC SERVICE COMMISSION.

"NOTE: THIS PLAT, AS RECORDED IN ITS ORIGIAN FORM, IS THE OFICIAL RECORO OF THE SURVEYED LANDS DESCRIBED HEREIN AND WILL BE CONSIDERED BE THE ORIGINAL AS IT IS ORIGINALLY PRINTED. ALL PLATS AND PLAT EXAMINATIONS THAT ARE NOT RECORRED ON THIS PLAT MAY NOT BE FOUNO ON THE PUBLIC RECORDS OF THIS COUNTY.

ALL ROADS, STREETS AND UTILITIES, INCLUDING STORMWATER FACILITIES DESIGNATED AS PUBLIC WORKS ARE PROPERLY SET ASIDE FOR THE USE BY THE PROPERTY OWNER AND ARE NOT AFFECTED UPON THE ACQUISITION OF PUBLIC OR PRIVATE EASEMENTS FOR MAINTENANCE OR IMPROVEMENT OF SUCH ROADS, STREETS AND UTILITIES.
OAK RIDGE TERRACE
BEING A REPLAT OF LOTS 5 THRU 12, AND VACATED ALLEYS NORTH/SOUTH AND EAST/WEST, BLOCK 3, OAK RIDGE NO. 2, AS RECORDED IN PLAT BOOK 5, PAGE 99, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA, ALL LYING IN SECTION 21, TOWNSHIP 31 SOUTH, RANGE 16 EAST, CITY OF ST. PETERSBURG, PINELLAS COUNTY, FLORIDA

NOTE:
1) THE BEARING BASIS IS PER LIDIA, BEING THE WEST
   RIGHT OF WAY OF 45TH STREET NORTH BEING
   595'8" \( \times \) E.

2) PLAT OF OAK RIDGE NO. 2, PLAT BOOK 5, PAGE 99
   PROVIDES FOR RESERVATION OF 3 Utility Easements
   RESOLUTION 81-133 RECORDED IN O.R. BOOK 172, PAGE 144
   VACATE PLATTED ALLEY TO THEN REIN EASEMENT FOR
   PUBLIC UTILITIES THEREUNDER.

3) IF ALLEY PER OAK RIDGE NO. 2 PLAT BOOK 5, PAGE 99 HAS
   BEEN VACATED AS RECORDED IN O.R. RECORD BOOK 1578,
   PAGE 126, OF THE PUBLIC RECORDS OF PINELLAS COUNTY,
   FLORIDA.


**LEGEND**
- SRL = Bearing Reference Line
- CR = Office Records Pg = Page
- B = Reference Of Plat
- BPL = Plat
- LB = Licensed Surveyor 1S = Licensed Surveyor
- PR = Permanent Reference, "GREATCHWAY"
- POD = Point Of Describing
- COM = Contour
- DPL = DPL No. 4
- # = Section Corners
- ORG =Gets / Dav Pugh & CAP LGU1506
- FOD = Future Option Once
- PFP = Permanent Control Point
- U/A = Overall
- ID = Index
- RE = Return
- F = Filing
- TMD = Total
- HAD = HAD
- RSB = RSB
- PLP = Permanent Control Point LGU1506
TO: Iris Winn, Administrative Clerk, Development Services
    Jennifer Bryla, Zoning Official, Development Review Services

FROM: Nancy Davis, Engineering Plan Review Supervisor

DATE: October 5, 2018

SUBJECT: Final Plat – Oak Ridge Terrace

FILE: 17-20000012 R3

LOCATION AND PIN: 422 49th Street North; 21/31/16/63504/003/0050

ATLAS: M-4
PROJECT: Final Plat
REQUEST: Final Plat – Oak Ridge Terrace

The Engineering Department provides the following Special Conditions and Standard comments regarding the final plat submittal. Also included are previous site plan related comments which must be addressed prior to City Engineering release of construction permits but which should not hold up the plat approval process.

SPECIAL CONDITIONS OF APPROVAL:
1. Though not noticed on previous comments, the final plat shows a 16-foot east/west alley west of the proposed subdivision. OR Book 1576, Page 101 indicates alley vacation. For clarity please note this vacation OR Book & Page on the final plat to clarify the previous vacation of the 16’ alley.

PREVIOUS SITE PLAN RELATED COMMENTS:
It is acknowledged that previous Engineering plat related comments #1 and #3 have been addressed with this plat resubmittal and that subsequent site plan resubmittals are in process to address the remaining previous Engineering comments #2, & #4 - 16 prior to Engineering release of site and building construction permits. Since this plat is being processed concurrently with the site review for permitting, the conditions are again listed below to document items which must be addressed as the plans are further developed but the following comments should not hold up the processing of the plat for recordation as they will all be verified by Engineering prior to Engineering Departmental release of any project Certificate of Occupancy.

1. Addressed on final plat.

2. The private stormwater system may not encroach into the Public Utility Easement. Any private encroachments into the Public Utility Easement or into Public Right of Way which can be approved by the City will require prior City approval of a Minor Easement Permit per City Code 25, Article VII.

3. Addressed on final plat.

4. Each residential lot must be provided with a separate individual 6” sanitary sewer service lateral which extends directly to the public sanitary sewer main. A 6” sanitary sewer service lateral may not be shared by multiple lots.
The City will not maintain portions of service laterals which are placed within areas of Tract A which are outside the N/S public utility easement. Any portion of the service laterals within private easement must be privately owned and maintained by the property owner’s association or otherwise identified as the private maintenance responsibility of the owner of lot 3 and lot 4 in the HOA documents.

5. Redundant sanitary sewer laterals must be properly abandoned by the applicant upon redevelopment of the property. All work shall be in conformance with City Engineering Standards and Specifications and shall be performed by and at the sole expense of the applicant.

6. The scope of this project will trigger compliance with the Drainage and Surface Water Management Regulations as found in City Code Section 16.40.030. Submit drainage calculations which conform to the water quantity and the water quality requirements of City Code Section 16.40.030. Please note the volume of runoff to be treated shall include all off-site and on-site areas draining to and co-mingling with the runoff from that portion of the site which is redeveloped. Stormwater systems which discharge directly or indirectly into impaired waters must provide net improvement for the pollutants that contribute to the water body’s impairment. Stormwater runoff release and retention shall be calculated using the Rational formula and a 10 year 1 hour design storm. The owner's engineer of record shall verify that existing public storm sewer infrastructure has sufficient capacity, or will have sufficient capacity prior to issuance of a certificate of occupancy, to convey the drainage flow after considering the current and proposed infrastructure demand.

7. Public sidewalks are required by City of St. Petersburg Municipal Code Section 16.40.140.4.2 unless specifically limited by the DRC approval conditions. Existing sidewalks and new sidewalks will require curb cut ramps for physically handicapped and truncated dome tactile surfaces (of contrasting color to the adjacent sidewalk, colonial red color preferred) at all corners or intersections with roadways that are not at sidewalk grade and at each side of proposed and existing driveways per current City and ADA requirements. Concrete sidewalks must be continuous through all driveway approaches. All existing public sidewalks must be restored or reconstructed as necessary to be brought up to good and safe ADA compliant condition prior to Certificate of Occupancy.

8. Hexagon block sidewalk exists within the right of way of 4th Avenue North, 6th Avenue North, and 49th Street North. Since this site is not within a hexagon block preservation district existing hexagon block which is to be removed shall remain the property of the City and must be neatly stacked, palletized and returned to the City’s Maintenance yard by and at the expense of the developer.

9. Upon redevelopment of the site, redundant driveway approaches and pavement surfaces (not associated with approved driveway approaches) which exist within the right of way must be removed. Per City Land Development Regulation 16.40.090.3.4(B)(2)(a), all commercial parking areas shall be designed to allow vehicles to enter and exit the street in a forward motion except where parking is provided abutting an alley.

10. Per City Council Resolution, all existing roadway brick and granite roadway curbing must be preserved. Any existing brick, granite curbing which will not be utilized or is contained within streets or alleys which have been vacated shall remain the property of the City and shall be removed, neatly stacked, palletized and returned to the City’s Maintenance yard by and at the expense of the developer.

11. All required improvements shall be installed at the applicant’s expense in accordance with the standards, specifications, and policies adopted by the City. A work permit issued by the Engineering Department must be obtained prior to the commencement of construction within dedicated right-of-way or public easement. All work within right of way or public utility easement shall be in compliance with current City Engineering Standards and Specifications.

12. Wastewater reclamation plant and pipe system capacity will be verified prior to development permit issuance. Any necessary sanitary sewer pipe system upgrades or extensions (resulting from proposed new service or significant increase in projected flow) as required to provide connection to a public main of adequate capacity and condition,
shall be performed by and at the sole expense of the applicant. Proposed design flows (ADF) must be provided by
the Engineer of Record on the City’s Wastewater Tracking Form (available upon request from the City Engineering
department, phone 727-893-7238). If an increase in flow of over 1000 gpd is proposed, the ADF information will
be forwarded to the City Water Resources department for a system analysis of public main sizes 10 inches and larger
proposed to be used for connection. The project engineer of record must provide and include with the project plan
submittal 1) a completed Wastewater Tracking form, and 2) a capacity analysis of public mains less than 10 inches
in size which are proposed to be used for connection. If the condition or capacity of the existing public main is found
insufficient, the main must be upgraded to the nearest downstream manhole of adequate capacity and condition, by
and at the sole expense of the developer. The extent or need for system improvements cannot be determined until
proposed design flows and sanitary sewer connection plan are provided to the City’s Water Resources department
for system analysis of main sizes 10” and larger. Connection charges are applicable and any necessary system
upgrades or extensions shall meet current City Engineering Standards and Specifications and shall be performed by
and at the sole expense of the developer.

13. Per land development code 16.40.140.4.6 (9), habitable floor elevations for commercial projects must be set per
building code requirements to at least one foot above the FEMA elevation. Habitable floor elevations for projects
subject to compliance with the Florida Building Code, Residential, shall be set per building code requirements to at
least two feet above the FEMA elevation. The construction site upon the lot shall be a minimum of one foot above
the average grade crown of the road, which crown elevation shall be as set by the engineering director. Adequate
swales shall be provided on the lot in any case where filling obstructs the natural ground flow. In no case shall the
elevation of the portion of the site where the building is located be less than an elevation of 103 feet according to
City datum.

14. It is noted that any construction proposed within the 49th Street right of way must be permitted through Pinellas
County. The developer shall submit a copy of the Pinellas County permit for City Engineering files upon receipt and
prior to requesting any project Certificate of Occupancy.

STANDARD COMMENTS:
Water service is available to the site. The applicant’s Engineer shall coordinate potable water and/or fire service
requirements through the City’s Water Resources department. Recent fire flow test data shall be utilized by the site
Engineer of Record for design of fire protection system(s) for this development. Any necessary system upgrades or
extensions shall be performed at the expense of the developer.

Water and fire services and/or necessary backflow prevention devices shall be installed below ground in vaults per
City Ordinance 1009-g (unless determined to be a high hazard application by the City’s Water Resources department
or a variance is granted by the City Water Resources department). Note that the City’s Water Resources Department
will require an exclusive easement for any meter or backflow device placed within private property boundaries. City
forces shall install all public water service meters, backflow prevention devices, and/or fire services at the expense
of the developer. Contact the City’s Water Resources department, Kelly Donnelly, at 727-392-5614 or
kelly.donnelly@stpete.org. All portions of a private fire suppression system shall remain within the private property
boundaries and shall not be located within the public right of way (i.e. post indicator valves, fire department
connections, etc.).

Plan and profile showing all paving, drainage, sanitary sewers, and water mains (seawalls if applicable) to be provided
to the Engineering Department for review and coordination by the applicant’s engineer for all construction proposed
or contemplated within dedicated right of way or easement.

All required improvements shall be installed at the applicant's expense in accordance with the standards,
specifications, and policies adopted by the City. A work permit issued by the City Engineering Department must be
obtained prior to the commencement of construction within dedicated right-of-way or public easement.
Development plans shall include a grading plan to be submitted to the Engineering Department including street crown elevations. Lots shall be graded in such a manner that all surface drainage shall be in compliance with the City's stormwater management requirements. A grading plan showing the building site and proposed surface drainage shall be submitted to the engineering director.

Development plans shall include a copy of a Southwest Florida Water Management District Management of Surface Water Permit or Letter of Exemption or evidence of Engineer’s Self Certification to FDEP.

It is the developer's responsibility to file a CGP Notice of Intent (NOI) (DEP form 62- 21.300(4)(b)) to the NPDES Stormwater Notices Center to obtain permit coverage if applicable.

Submit a completed Stormwater Management Utility Data Form to the City engineering Department.

A work permit issued by the Engineering Department must be obtained prior to the commencement of construction within dedicated right-of-way or public easement. All work within right of way or public utility easement shall be in compliance with current City Engineering Standards and Specifications and shall be installed at the applicant's expense in accordance with the standards, specifications, and policies adopted by the City.

The applicant will be required to submit to the Engineering Department copies of all permits from other regulatory agencies including but not limited to FDOT, FDEP, SWFWMD and Pinellas County, as required for this project. Plans specifications are subject to approval by the Florida state board of Health.

NED/MJR/meh

pc: Kelly Donnelly
Correspondence File
The following page(s) contain the backup material for Agenda Item: Resolution approving the plat of Saint James Townhomes located at 758 3rd Avenue South. (City File 18-2000012)
Please scroll down to view the backup material.
SAINT PETERSBURG CITY COUNCIL

Meeting of January 17, 2019

TO: THE HONORABLE CHAIR AND MEMBERS OF CITY COUNCIL

SUBJECT: Resolution approving the plat of Saint James Townhomes located at 758 3rd Avenue South (Our File: 18-20000012)

RECOMMENDATION: The Administration recommends APPROVAL.

DISCUSSION:
The applicant is requesting approval of a plat to create eight (8) lots. This land was previously platted as a portion of one (1) lot. This plat is required in order to develop the property as fee-simple townhomes on the property which is zoned Downtown Center (DC-2).

The language in Condition 1 of the Resolution clarifies that certain requirements may be completed after the plat is recorded. The language in Condition 2 of the Resolution clarifies that certain conditions must be met prior to a Certificate of Occupancy.

Attachments: Map, Aerial, Resolution, Engineering Memorandum dated September 11, 2018

APPROVALS:

Administrative: [Signature]
Budget: NA
Legal: [Signature]
RESOLUTION NO. _____

A RESOLUTION APPROVING THE PLAT OF SAINT JAMES TOWNHOMES, GENERALLY LOCATED 758 3RD AVENUE SOUTH; SETTING FORTH CONDITIONS FOR APPROVAL; AND PROVIDING AN EFFECTIVE DATE. (City File 18-20000012)

BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida, that the plat of Saint James Townhomes, generally located 758 3rd Avenue South, is hereby approved, subject to the following conditions.

1. The applicants shall install the Lot Corners as required by F.S. 177 and City Code at their sole expense within one (1) year from the date of this approval. The applicant may provide a financial guarantee for this work in order to record the plat in advance of completion.

2. Comply with Engineering conditions in the memorandum dated September 11, 2018, prior to Certificate of Occupancy.

This resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND CONTENT:

[Signature]
Planning & Development Dept. Date 12-4-18

[Signature]
City Attorney (Designee) Date 12-5-18
SAINT JAMES TOWNHOMES

A REPLAT OF THE WEST 100 FEET OF LOT 2, BLOCK 1, ACCORDING TO THE PLAT OF CASABLANCA TOWERS SUBDIVISION, AS RECORDED IN PLAT BOOK 133, PAGE 98 OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

LYING IN THE SOUTH OF SECTION 19, TOWNSHIP 31 SOUTH, RANGE 17 EAST

CITY OF ST. PETERSBURG, PINELLAS COUNTY, FLORIDA

DEDICATION:

The undersigned, Joan J. Bredla & Associates, Inc., Florida licensed land surveyors, in consideration of the premises described below, do hereby dedicate to the feesimple public ownership the following: all the above-bein described as follows:

Begins at the Northwes corner of Lot 2, Block 1, and runs southeasterly along the northeasterly line of said Lot 2, Block 1, a distance of 300 feet to a point on the northwesterly line of said Lot 2, Block 1, a distance of 100 feet from the said point, thence northerly along the northwesterly line of said Lot 2, Block 1, a distance of 100 feet to the point of beginning.

Said dedication to include the above described area.

CONTRACTING WITH JOHN C. BRENDLA & ASSOCIATES, INC.

PROPERTY DESCRIPTION:

The West 100 feet of Lot 2, Block 1, according to the Plat of Casablanca Towers Subdivision, as recorded in Plat Book 133, Page 98 of the Public Records of Pinellas County, Florida.

DEDICATION, CONTRACT, AND CERTIFICATE OF APPROVAL:

Joan J. Bredla & Associates, Inc.

SIGNATURE OF NOTARY PUBLIC

STATE OF FLORIDA

STATE OF FLORIDA

CERTIFICATE OF APPROVAL BY COUNTY CLERK:

This plat has been approved and recorded in the official records of Pinellas County, Florida.

ATTEST: H. BURKE
CLERK OF PINELLAS COUNTY, FLORIDA

PROFESSIONAL LAND SURVEYORS AND MAPPERS:

JOHN C. BRENDLA & ASSOCIATES, INC.

SIGNATURE OF NOTARY PUBLIC

STATE OF FLORIDA

STATE OF FLORIDA

CERTIFICATE OF APPROVAL BY CITY SURVEYOR:

This plat has been reviewed for conformance with the platting requirements of Chapter 117, Part I of the Florida Statutes and the geometric data has not been verified.

REPLAT COUNCIL CHAIR

CERTIFICATE OF APPROVAL BY CITY CLERK:

This plat has been approved by the City Council of the City of St. Petersburg, Pinellas County, Florida.

ATTEST: H. BURKE
CLERK OF PINELLAS COUNTY, FLORIDA

PROFESSIONAL LAND SURVEYORS AND MAPPERS:

JOHN C. BRENDLA & ASSOCIATES, INC.

SIGNATURE OF NOTARY PUBLIC

STATE OF FLORIDA

STATE OF FLORIDA

CERTIFICATE OF APPROVAL BY COUNTRY CLERK:

This plat has been approved and recorded in the official records of Pinellas County, Florida.

ATTEST: H. BURKE
CLERK OF PINELLAS COUNTY, FLORIDA

PROFESSIONAL LAND SURVEYORS AND MAPPERS:

JOHN C. BRENDLA & ASSOCIATES, INC.
SAINT JAMES TOWNHOMES
A REPLAT OF THE WEST 100 FEET OF LOT 2, BLOCK 1, ACCORDING TO THE
PLAT OF CASABLANCA TOWERS SUBDIVISION, AS RECORDED IN PLAT BOOK
133, PAGE 98 OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.
LYING IN THE SOUTH 1/2 OF SECTION 19, TOWNSHIP 31 SOUTH, RANGE 17 EAST
CITY OF ST. PETERSBURG, PINELLAS COUNTY, FLORIDA

SURVEYOR'S REPORT:
1) BEARINGS ARE BASED ON THE EAST MIDDLE-WAY LINE OF 8TH STREET SOUTH AS BEING
NORTH PER PLAT OF CASABLANCA TOWERS SUBDIVISION, PLAT BOOK 133, PAGE 98.
2) NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION
OF THE SURVEYED LANDS STATED HEREIN AND WILL, IN ALL CASES, BE
SUPPLANTED AS AUTHORITY BY ANY OTHER GRAPHIC OR DRAFT FORM OF THE PLAT.
THAT MAY BE ADDED, RETAINING THAT AS NOT TO BE CONTAINED ON THIS PLAT
THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.
3) ALL PATTERN UTILITY EASEMENTS SHALL PROVIDE THAT SUCH EASEMENTS SHALL ALSO
BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION
OF CABLE TELEVISION SERVICES, PROVIDED, HOWEVER, NO SUCH CONSTRUCTION,
INSTALLATION, MAINTENANCE, AND ALL OTHER SERVICES, OR INSTALLATION, MAINTENANCE,
AND ALL OTHER SERVICES, OF ANY ELECTRIC, TELEPHONE, GAS, OR ANY OTHER
PRIVATE OR PUBLIC SERVICE COMPANY DAMAGES THE FACILITIES OF A PUBLIC UTILITY, IT SHALL BE SOLELY RESPONSIBLE FOR THE
SHOULD NOT APPLY TO THOSE PRIVATE EASEMENTS GRANTED
TO OR OBTAINED BY A PARTICULAR ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC
UTILITY. SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND ALL OTHER SERVICES
SHOULD NOT APPLY TO THOSE PRIVATE EASEMENTS GRANTED
TO OR OBTAINED BY A PARTICULAR ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC
UTILITY. SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND ALL OTHER SERVICES

BOUNDARY CORNER SYMBOL LEGEND AND NOTES:
G = SCIENTIFIC 4" + 4" CONCRETE MONUMENT STAMPED "PALE LE 76C" UNLESS OTHERWISE INDICATED
D = SCIENTIFIC SET TIGHT AS NAIL AND DISH STAMPED "D J 76C" OW J 76C IRON NIP WITH Cap WARNED
C = SCIENTIFIC SET ON SURFACE FOR INTERIOR LOT CORNER ONLY, MARKED IN FLORIDA
TO BE SET AFTER COMPLETION OF EASEMENTS AND APPURtenances HAVE CONCLUDED

JOHN C. BRENDLA AND ASSOCIATES, INC.
Professional Land Surveyors and MappeRs

"OVER HALF A CENTURY OF QUALITY LAND SURVEYING"
The Engineering Department has no objection to the proposed preliminary and final plat provided that the following special conditions and standard comments are added as conditions of approval to be completely addressed prior to the issuance of the Final Certificate of Occupancy:

SPECIAL CONDITIONS OF APPROVAL:
1. Public sidewalks are required by City of St. Petersburg Municipal Code Section 16.40.140.4.2 unless specifically limited by the DRC approval conditions. Within the DC zoning district 10-foot wide sidewalks are required and must be constructed if not existing. Existing sidewalks and new sidewalks will require curb cut ramps for physically handicapped and truncated dome tactile surfaces (of contrasting color to the adjacent sidewalk, colonial red color preferred) at all corners or intersections with roadways that are not at sidewalk grade and at each side of proposed driveways per current ADA requirements. Concrete sidewalks must be continuous through all driveway approaches. All existing public sidewalks must be restored or reconstructed as necessary to good and safe ADA compliant condition prior to Certificate of Occupancy.

2. Per land development code 16.40.140.4.6 (9), habitable floor elevations for commercial projects must be set per building code requirements to at least one foot above the FEMA elevation. Habitable floor elevations for projects subject to compliance with the Florida Building Code, Residential, shall be set per building code requirements to at least two feet above the FEMA elevation. The construction site upon the lot shall be a minimum of one foot above the average grade crown of the road, which crown elevation shall be as set by the engineering director. Adequate swales shall be provided on the lot in any case where filling obstructs the natural ground flow. In no case shall the elevation of the portion of the site where the building is located be less than an elevation of 103 feet according to City datum.

3. Upon development or redevelopment, the applicant is required to provide potable water service to each proposed lot if not existing. The City shall install necessary potable water services (up to and including the necessary meter and backflow prevention device) as required to service the proposed lots at the sole expense of the applicant/property owner.
4. Upon development or redevelopment, the applicant/property owner is required to provide a sanitary sewer service lateral and connection to the public sanitary sewer main for each lot of record if not existing. Each lot must be connected to its own individual sanitary sewer service lateral (may not share a service lateral). If a service lateral is found not existing or not in compliance with current City Engineering Standards and Specifications, the applicant will be responsible to construct a new 6" service lateral to the main per current City Engineering Standards and Specifications. The cost for design, permitting, and construction of required new service lateral(s) shall be by and at the sole expense of the applicant.

5. Wastewater reclamation plant and pipe system capacity will be verified prior to development permit issuance. Any necessary sanitary sewer pipe system upgrades or extensions (resulting from proposed new service or significant increase in projected flow) as required to provide connection to a public main of adequate capacity and condition, shall be performed by and at the sole expense of the applicant. Proposed design flows (ADF) must be provided by the Engineer of Record on the City’s Wastewater Tracking Form (available upon request from the City Engineering department, phone 727-893-7238). If an increase in flow of over 1000 gpd is proposed, the ADF information will be forwarded to the City Water Resources department for a system analysis of public main sizes 10 inches and larger proposed to be used for connection. The project engineer of record must provide and include with the project plan submittal 1) a completed Wastewater Tracking form, and 2) a capacity analysis of public mains less than 10 inches in size which are proposed to be used for connection. If the condition or capacity of the existing public main is found insufficient, the main must be upgraded to the nearest downstream manhole of adequate capacity and condition, by and at the sole expense of the developer. The extent or need for system improvements cannot be determined until proposed design flows and sanitary sewer connection plan are provided to the City’s Water Resources department for system analysis of main sizes 10" and larger. Connection charges are applicable and any necessary system upgrades or extensions shall meet current City Engineering Standards and Specifications and shall be performed by and at the sole expense of the developer.

6. The scope of this project will trigger compliance with the Drainage and Surface Water Management Regulations as found in City Code Section 16.40.030. Submit drainage calculations which conform to the water quantity and the water quality requirements of City Code Section 16.40.030. Please note the volume of runoff to be treated shall include all off-site and on-site areas draining to and co-mingling with the runoff from that portion of the site which is redeveloped. Stormwater systems which discharge directly or indirectly into impaired waters must provide net improvement for the pollutants that contribute to the water body’s impairment. Stormwater runoff release and retention shall be calculated using the Rational formula and a 10 year 1 hour design storm. The owner's engineer of record shall verify that existing public storm sewer infrastructure has sufficient capacity, or will have sufficient capacity prior to issuance of a certificate of occupancy, to convey the drainage flow after considering the current and proposed infrastructure demand.

7. All required improvements shall be installed at the applicant's expense in accordance with the standards, specifications, and policies adopted by the City. A work permit issued by the City Engineering Department must be obtained prior to the commencement of construction within dedicated right-of-way or public easement.

8. A work permit issued by the Engineering Department must be obtained prior to the commencement of construction within dedicated right-of-way or public easement. All work within right of way or public utility easement shall be in compliance with current City Engineering Standards and Specifications and shall be installed at the applicant's expense in accordance with the standards, specifications, and policies adopted by the City.

STANDARD COMMENTS:
Water service is available to the site. The applicant’s Engineer shall coordinate potable water and/or fire service requirements through the City’s Water Resources department. Recent fire flow test data shall be utilized by the site Engineer of Record for design of fire protection system(s) for this development. Any necessary system upgrades or extensions shall be performed at the expense of the developer.
Water and fire services and/or necessary backflow prevention devices shall be installed below ground in vaults per City Ordinance 1009-g (unless determined to be a high hazard application by the City’s Water Resources department or a variance is granted by the City Water Resources department). Note that the City’s Water Resources Department will require an exclusive easement for any meter or backflow device placed within private property boundaries. City forces shall install all public water service meters, backflow prevention devices, and/or fire services at the expense of the developer. Contact the City’s Water Resources department, Kelly Donnelly, at 727-892-5614 or kelly.donnelly@stpete.org. All portions of a private fire suppression system shall remain within the private property boundaries and shall not be located within the public right of way (i.e. post indicator valves, fire department connections, etc.).

Plan and profile showing all paving, drainage, sanitary sewers, and water mains (seawalls if applicable) to be provided to the Engineering Department for review and coordination by the applicant's engineer for all construction proposed or contemplated within dedicated right of way or easement.

The project Engineer will be required to develop a site specific Maintenance of Traffic plan in compliance with FDOT “Uniform Traffic Control Devices for Streets and Highways” and “Roadways and Traffic Design Standards for City approval prior to initiating construction. The plan shall provide for pedestrian and vehicular safety during the construction process and shall minimize the use of the public right of way for construction purposes. Approval of proposed roadway travel lane closures is discouraged and will be at the discretion of the City’s Engineering director pending receipt of adequate justification. The Maintenance of Traffic plan shall be prepared in compliance with City Engineering’s “Maintenance of Traffic Plan Requirements”, available upon request from the City Engineering & Capital Improvements department. Proposed use of on-street public parking spaces for construction purposes must receive prior approval from the City’s Transportation and Parking Management division. Refer to the City’s “Parking Meter Removal & Space Rental Policy During Construction” procedure, available upon request from the City Transportation and Parking Management department. Redevelopment within this site shall be coordinated as may be necessary to facilitate any City Capital Improvement projects in the vicinity of this site which occur during the time of construction.

Development plans shall include a grading plan to be submitted to the Engineering Department including street crown elevations. Lots shall be graded in such a manner that all surface drainage shall be in compliance with the City's stormwater management requirements. A grading plan showing the building site and proposed surface drainage shall be submitted to the engineering director.

Development plans shall include a copy of a Southwest Florida Water Management District Management of Surface Water Permit or Letter of Exemption or evidence of Engineer’s Self Certification to FDEP.

It is the developer’s responsibility to file a CGP Notice of Intent (NOI) (DEP form 62- 21.300(4)(b)) to the NPDES Stormwater Notices Center to obtain permit coverage if applicable.

Submit a completed Stormwater Management Utility Data Form to the City Engineering Department.

The applicant will be required to submit to the Engineering Department copies of all permits from other regulatory agencies including but not limited to FDOT, FDEP, SWFWMD and Pinellas County, as required for this project. Plans specifications are subject to approval by the Florida state board of Health.

NED/MJR/meh

pc: Kelly Donnelly
Correspondence File