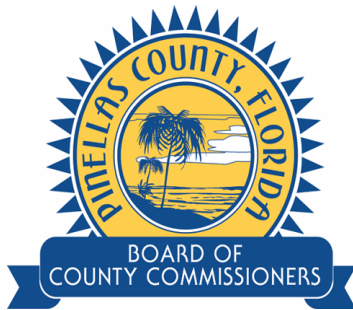


Pinellas County

*315 Court Street
Clearwater, Florida 33756*



Minutes - Final

Thursday, October 17, 2019

9:30 A.M.

**Work Session/Agenda Briefing
Clerk's Conference Room, 4th Floor**

Board of County Commissioners - Work Session

*Karen Williams Seel, Chair
Pat Gerard, Vice-Chair
Dave Eggers
Charlie Justice
Janet C. Long
Kathleen Peters
Kenneth T. Welch*

ROLL CALL - 9:33 A.M.

Present: Karen Williams Seel, Chair; Pat Gerard, Vice-Chair; Dave Eggers; Charlie Justice; Janet C. Long; and Kenneth T. Welch

Absent: Kathleen Peters

Others Present: Barry A. Burton, County Administrator; Jewel White, County Attorney; Teresa Adkins, Board Reporter, Deputy Clerk; and Chris Bartlett, Senior Board Reporter, Deputy Clerk

Chair Seel called the meeting to order; whereupon, Attorney White referred to Agenda Item No. 4 and indicated that the Board will meet in private session as set forth in Florida Statute 286.011 for the purpose of strategizing and providing advice related to specific legal matters arising from the County's litigation versus Amerisource Bergen Drug Corporation FL, Case No. 818CV-01211-CEW-TGW, as filed in the Middle District of Florida.

1. Form-Based Codes for Lealman and Downtown Palm Harbor

Mr. Burton introduced Planning Section Manager Scott Swearengen and Principal Planner Alexandra Keen, relating that the discussion will focus on how the use of form-based codes will help develop and revitalize both communities.

Mr. Swearengen conducted a PowerPoint presentation titled *Neighborhood Planning: Lealman and Downtown Palm Harbor Form-Based Codes* and discussed current initiatives of the Planning Department and the definition and use of form-based codes to achieve objectives and recommendations found in the Lealman and Downtown Palm Harbor Master Plans.

Ms. Keen indicated that there are three standards in the codes which address building and parking placement and building form; that structures would be built closer to a well-defined street edge in a pedestrian-scaled environment; and that form-based codes have been adopted in over 280 cities across the country, including Dunedin, Tarpon Springs, and St. Petersburg.

Ms. Keen stated that the codes for Lealman and Palm Harbor are intentionally similar for ease of use; that nine components are included in each code; and that the district map, district standard, and development design standard components are what sets a form-based code apart from a use-based code.

Referring to maps of the areas, Ms. Keen pointed out the boundaries of each plan and described how a developer would use the code to help design a project. She related that the codes establish a clear and unique intent for each district; that a district identifies the building types most appropriate for the location; and that extensive public outreach efforts have garnered essential input that has helped to outline and define the codes; whereupon,

she discussed the use of gallery-style exhibits, stakeholder interviews, and beta testing as part of the outreach program.

Ms. Keen noted that the process to adopt the codes will begin in November with the Local Planning Agency; that staff training would likely start in early 2020; and that the codes could become effective sometime in spring and would include a subsequent 12-month observation period to help capture any potentially needed amendments, and Mr. Swearengen stated that the Downtown Palm Harbor Master Plan is being updated alongside the establishment of the form-based code to ensure they will work well together.

Thereupon, Mr. Swearengen and Ms. Keen responded to queries by the members and related the following:

- Form-based codes will not affect current use of a property.
- The largest district in Lealman is the neighborhood district, which will remain in place.
- Multi-family and mixed-use projects have come forth for development in Downtown Palm Harbor.
- Several citizen comments were received regarding how best to preserve historical elements in Downtown Palm Harbor.
- The Palm Harbor districts transition from a central core out to single-family neighborhoods and include height limits for certain structures and protections against commercial encroachment.
- Parking standards in Palm Harbor have been reduced in recognition of the abundance of on-street parking available in the central district.
- A regional stormwater area is available for new development in about half of the central district of Palm Harbor (Assistant County Administrator Rahim Harji provided input).

3. Agenda Briefing

Deviating from the agenda, Chair Seel indicated that the Board will address Agenda Item No. 2 after the agenda briefing; whereupon, Mr. Burton and Attorney White provided a review of the agenda items to be addressed at the October 22, 2019, Commission meeting.

Discussion ensued regarding the following items, and staff responded to queries by the members and provided input.

Item No. 25	Formulated Solutions LLC ad valorem tax exemption
Item No. 28	Interlocal agreement with the City of Safety Harbor
Item No. 29	Construction Grant application for the East Lake Library renovation
Item No. 32	First responder agreements with the Cities of St. Petersburg and St. Pete Beach
Item No. 34	Proposed litigation against Silverlakes Property Management LLC
Item No. 36	Update on reimbursements relating to Hurricane Irma
Item No. 41	Proposed ordinance regarding equine riding and damage to aquatic preserves

During the briefing, the members outlined various concerns and issues to be addressed under County Commission New Business (Agenda Item No. 38):

- Lack of safety barricades at the Redington Long Pier
- General need for maintenance and repair of County-owned structures
- Climate change and sea-level rise
- Naming of local organizations that misrepresent the Tampa Bay region
- Use of Tourist Development Tax revenue to fund river dredging
- Tourist Development Council Elite Events funding process specific to a request by organizers of the Martin Luther King Jr. Parade

Meeting Recessed: 11:33 A.M.

Meeting Reconvened: 11:40 A.M.

2. 5th Floor Front Desk Position

Chair Seel introduced the discussion and related that for the past several months, the position has been filled on a part-time basis through an outside agency; and that she is seeking feedback from the members on whether to continue forward on a part-time or full-time basis. She provided background information regarding various duties that could be assigned to the position, including the handling of vacancies related to boards and committees.

The members discussed whether board and committee matters should be shared equally by their executive aides and other alternatives. Commissioner Justice stated that the decision as to who is responsible for the tasks will directly affect the duties of the front desk position. In response to query by Commissioner Welch, Chair Seel noted that the tasks require about 40 hours a month to complete, and discussion ensued regarding the many different tasks required by each commissioner of their assistants, and finding the right balance of responsibilities between the assistants and the front desk person.

Commissioner Welch indicated that he supports upgrading the front desk position to include tasks related to boards and committees; and that he would support a recommendation which would allow each member to determine the duties of their respective aide.

Discussion ensued regarding County sponsorship of events; specifically, the annual dinner recognizing law enforcement and first responders, originally sponsored individually by former Commissioner John Morroni, and Attorney White suggested that the County pursue an agreement with the event's foundation to set proper expectations.

Commissioner Eggers noted that there is a growing need to use a hybrid approach to complete the necessary tasks and duties that support the Commission; that the front desk

position should be filled by someone looking for long-term employment; and that hiring the right person will solve a lot of the issues being discussed today.

Commissioner Justice stated that the position should either be upgraded with a higher level of tasks and compensation, or downgraded to more basic tasks; and that keeping the position somewhere in the middle does not work, and Commissioner Long provided input; whereupon, the members discussed the salary range of the position and having it report directly to the Chair, who would be responsible for conducting the hiring process. Attorney White indicated that she will work with the members to ensure compliance with all Sunshine Law requirements.

Meeting Recessed: 12:16 P.M.

Meeting Reconvened: 1:00 P.M.

4. Attorney-Client Session - 1 p.m.
(Location: BCC Assembly Room, 5th Floor)

Pursuant to Attorney White's earlier statements regarding the item, Chair Seel announced that the Board will meet at this time in closed session to discuss settlement negotiations and strategy relating to the case, which has been consolidated with pending national prescription opiate litigation Case No. MDL-2804 in the Northern District of Ohio.

Chair Seel noted that the session will be recorded by a certified court reporter, whose notes will be transcribed and filed with the Clerk; and that the transcript will be made part of the public record upon conclusion of the litigation; whereupon, she estimated that the length of the attorney-client session would be one hour and stated that the following individuals would attend:

Commissioners Karen Williams Seel; Pat Gerard; Dave Eggers; Charlie Justice; Janet C. Long; and Kenneth T. Welch; County Administrator Barry Burton; County Attorney Jewel White; Managing Assistant County Attorney Christy Pemberton; Senior Assistant County Attorney Carl Brody; Jim Magazine, Law Offices of Lucas and Magazine, outside counsel for the County; and Court Reporter Kara Lacognata, Maxa Enterprises, Inc.

Meeting Recessed: 1:04 P.M.

Meeting Reconvened: 1:47 P.M.

At this time, Chair Seel announced that the closed session has been completed.

ADJOURNMENT - 1:47 P.M.