The Week in Perspective
City Manager's Report

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Report No. 712
December 1- 7, 2006

Administrative Issues

A- 1. New Public Works Director

Assistant City Manager Craig is pleased to report that Mr. Brian Usher has accepted the position of Public Works Director for the City of Largo. Mr. Usher is currently the Director of Public Works and Engineering for the City of Zion, Illinois. He has served in that capacity for the past six years. Mr. Usher brings a strong background in Public Works and Emergency Management to the City. He is an adjunct faculty instructor at FEMA's Emergency Management Institute in Emmitsburg, Maryland, instructing the Public Works portion of the Integrated Emergency Management Course. Mr. Usher was chosen by the American Public Works Association in 2005 as one of its Top Ten Leaders of the Year. This award is nominated, evaluated, and presented by peer Public Works professionals. Mr. Usher will arrive and assume the duties of Public Works Director on or about January 23, 2007.

A- 2. Largo Municipal Golf Course

Recreation, Parks and Arts Director Byrne attended a meeting on Monday, December 4, with Construction Manager Waeghe, Assistant City Managers Craig and Schubert, Assistant Recreation, Parks and Arts Department Director Nolen, Golf Course Manager Brannon and Greens Superintendent Marquardt to discuss the condition of the golf course and to assess a likely grand opening date. It appears at this time that in order to ensure the long term health and prosperity of the golf course, the grand opening is now targeted for the 2007 Mayor's Golf Tournament in April. A "soft opening" may be held earlier if conditions allow.

A- 3. Focus Group Dinner on Sign and Landscaping Ordinances

Assistant Community Development Director Robert Klute reports that on December 6, 2006, a Focus Group Dinner was held at the Feed Store in Central Park. Twelve Largo residents (eleven invited, one walk- in) were treated to dinner, coffee and desert and viewed a slide show presentation on proposed changes to the Sign and Landscaping Ordinances in the Comprehensive Development Code. The focus group was selected with the assistance of a demographic research firm, which produced a random sample of Largo residents. City staff then called people on this list and invited them to the focus group. Community Development Director Staffopoulos and Assistant Director Klute discussed the proposed changes in the context of the City's Strategic Plan, particularly the goal of setting a higher standard of development, improving the appearance of the City's commercial corridors and improving visibility of signs and buildings. The presentation was similar to the one presented to the City Commission at a work session in September of this year. After the presentation, most of the members of the invited group commented on the proposed changes. The comments were largely favorable and supportive of the proposals, particularly of the proposal to reduce sign clutter and require monument signs. Concern was expressed by a number of members about the effect of amortization of nonconforming signs (the required removal of all

nonconforming signs after a number of years) on small businesses, neighborhood associations, resident owned mobile home parks and institutions like churches. The proposed changes to the sign and landscape ordinances are scheduled for discussion at the January 23, 2007, City Commission Work Session. Subsequent to that work session, staff will take these ordinance changes through the public hearing process for adoption.

A-4. Police Computer System Implementation

Information Technology Manager Schomaker reports that the new Police computer system implementation is on schedule and progressing with minimal problems. Computer Aided Dispatch (CAD) training started last week and will continue through next week. Ten classes of Officer mobile computer training will occur next week. This training is in preparation of the CAD go-live date of December 19, 2006. Once the CAD is operational, Officers will be able to respond to calls using the computers in the patrol cars, instead of using radio communications. Use of the mobile computers in the patrol cars have been used by the Officers for NCIC and vehicle tags searches for the past six weeks.

The Records Management System (RMS) and the Mobile Field Reporting System (MFR) are scheduled to go-live in January and February 2007, respectively.

A-5. Holiday Shopping

Police Chief Aradi and Fire Chief Bullock report that the shopping event sponsored by Wal-Mart on Missouri Avenue Saturday, December 2, was a huge success. A total of 16 families in need were chosen from the Haven RCS and Ridgecrest and Highpoint YMCA's. Wal-Mart donated $1,000 each to the Police and Fire Departments and when others heard of Wal-Mart's generosity, an additional $2,500 was donated to the project. Each of the 16 families was provided with $250 and designated a child of the family as their shopper who was paired with a police officer or firefighter from the City. Many memories were made last Saturday and the true meaning of the holiday season was apparent to all involved.

A-6. Reclaimed Water Conservation Program

Environmental Services Director Kety reports that eight reclaimed watering citations were issued during the last week of November to customers watering in violation of the designated schedule. Four of the citations were waived due to newly installed sod or reports of a power outage. A total of twenty-five citations were issued during the month of November, of which nine of these were waived. During this first week of December, only four reclaimed water customers have been cited for watering outside of their designated schedule. As we enter dry season, however, home owners may be tempted to irrigate their lawns more frequently.

A-7. Odor/Corrosion Control in the Sanitary Sewer

Hidden below the City lies an elaborate collection of pipes and pumps which collect the wastewater from Largo's homes and businesses and transfers it to the wastewater reclamation facility for treatment. This system plays a major role in protecting the health of the community and the environment. Due to the characteristics of wastewater, however, the sanitary sewer system is frequently a source of complaints rather than praise. Environmental Services Director Kety is pleased to announce that a two-year contract will be awarded to the company that most effectively combats the odors and reduces corrosion within the sanitary sewer collection system. Only vendors that have demonstrated that their product eliminates odors within the collection system are qualified to apply for the contract. Six companies have successfully completed the one-

month pilot.

A-8. Shared On-Line Library Automation System

Library Director McPhee reports that the Pinellas Public Library Cooperative libraries are exploring the acquisition of a shared on-line library automation system. The goal is to have all cooperative libraries participating in the integrated system within five years. The shared system will eliminate multiple database searches within the county library collections, streamline registration and facilitate other shared database purchases. Patrons have been asking for this for many years, but the timing could not be coordinated until now. This initiative will be a positive change in library service throughout the region.

A-9. Cultural Center On-line Auction Results

Cultural Center Manager Bissett is pleased to announce Largo Cultural Center's first On-line Auction closed at midnight on November 30 with a flurry of last minute bidders. The top bid was for a four-night stay at the Mission Inn and Spa in Sonoma, Arizona. Other items sold at the auction were guitars signed by artists who have appeared at the Cultural Center during the last year, including Little River Band, Molly Hatchet, Blackfoot, Dave Mason, and B.J. Thomas. The auction brought in $5,800 in revenue. The Center plans to incorporate this into its regular fund-raising event and to switch the event from C-Market to E Bay which will generate increased traffic.

A-10. New Largo Businesses - Week Ending December 1, 2006

Name of Business	Address	Type of Business
Meridian Media Group, LLC	1915 East Bay Drive #4B	Online publication
All Recycling Services, Inc.	6141 Mears Court	Warehouse/storage facility for plastic recycling
ASAP, Ink Outlet	13723 Walsingham Road	Retail and internet sales of ink jets, toner, fax film & related supplies
Robert E. Keller, Inc.	1915 East Bay Drive, Suite 3B	Real estate broker
CSI-Catalano's Nurses Registry, Inc.	4625 East Bay Drive #208	Nurse registry/employment agency
Beltone Audiology and Hearing Care Centers	13002 Seminole Blvd. #2	Hearing Aid sales and service

A-11. Outside Concurrency Projects

Engineering Services Design Engineer Julio Ayon reports that the following properties in unincorporated Pinellas County are pending City approval for sewer concurrency:

Date Received	Name/Project	Address	City Planning Area	Status
06/22/06	Lanier Concrete Pumping (8,200 sf. Warehouse) David Littell, PE	6705 Rena Dr	Yes Pinellas County	City Commission approved; awaiting Sewer Impact fee
07/26/06	GA Food Services (Add. 31,000sf. Warehouse) Boyd Robertson	12200 32nd Ct N	No Pinellas Park	City Commission approved
08/03/06	Haines Testing Lab (Septic Tank Abandonment) Judith Haines	13285 62nd St N	No Pinellas Park	City Commission approved

Date Received	Name/Project	Address	City Planning Area	Status
10/9/06	Big Ten Industrial (9,240sf. Office/Warehouse) Lloyd Marvin	SE corner of Honeywell and 142nd Ave	Yes Pinellas County	In Review
10/13/06	Fast of Florida (7,800sf. Office/Warehouse) Housh Ghovaee	13003 US Hwy 19 N	No Pinellas Park	In Review
11/02/06	1250 Donegan Road (26,682sf. Office/Warehouse) Housh Ghovaee	1250 Donegan Rd	Yes Pinellas County	Comments sent to Engineer
11/14/06	Orange Management (2,125sf. Office Bldg.) Tim Healey, P.E.	126th Ave N & 58th St	No Pinellas Park	In Review

Community Meetings/Events

E-1. Neighborhood Compatibility Meeting

A neighborhood compatibility meeting (NCM) is scheduled for Monday, December 11, 2006, at 6:00 p.m. for a proposed 14,000 sq. ft. warehouse located at the northwest corner of 142nd Avenue N and 63rd Street N. The meeting will be held in the Largo Public Library, Room A, 120 Central Park Drive.

Other Items of Interest

M-1. On December 5, 2006, Information Technology Manager Schomaker hosted a St. Petersburg College student as part of the college's CIO Shadowing Program. Information Technology Manager Schomaker is a member of the St. Petersburg College Board of Advisers for the College of Technology and Management. The Shadowing Program is reserved for students who are in their final semester of college and are qualified to graduate with a Bachelor's degree in Technology Management from the College of Technology and Management at St. Petersburg College. This program allows students to experience a "day-in-the-life" with a senior technology person of an organization in an industry that the student is pursuing for potential employment upon graduation. The student's "day-in-the-life" at the City of Largo IT Division proved to be very positive and informative as many of the management concepts studied were experienced on the job.

M-2. Southwest Recreation Manager McMahon reports Breakfast with Santa will take place at Southwest on December 8 and 9 from 9:30 – 11:00 a.m. Participants will enjoy breakfast, crafts and pictures with Santa.

M-3. On Saturday, December 2, Southwest Recreation Complex hosted basketball evaluations for team assignments for the winter basketball league. Games will start the first weekend in January. Currently there are just under 200 registrations. Spaces are still available in some age groups.

M-4. Special Events Coordinator Moore invites everyone to the First Annual “Palms and Poinsettias” event scheduled for Saturday, December 9, from 4:00 – 7:00 p.m. in Ulmer Park. There will be crafts, music, hot chocolate and, of course, visits with Santa. The event is free. Photos will be available for $3. As part of the event, the winners of the downtown business holiday window decorating contest will be announced. Recreation, Parks and Arts Board members Sue Porter, Kathy Feaster and Dan Lehan are judges for this year’s inaugural event done in cooperation with the Chamber of Commerce.

M-5. Nature Parks Manager Peterson reports that a Plant Walk will be held at Largo Central Park Nature Preserve on Saturday, December 9, at 10:00 a.m. Theme for the walk will be natively holiday plants. The plant walk is free to the public.

M-6. Largo Central Park Foreman Wright reports the Military Court of Honor fountain is turned off during the holiday light show due to insufficient electric power. The new fountain uses significantly more power than the previous fountain.

M-7. Parks Superintendent Brown has been asked to be the keynote speaker for a statewide tree inventory symposium. It will held December 14 and will be video-conferenced to nine remote sites. Superintendent Brown will speak about the benefits of a computerized tree inventory.

M-8. Nature Parks Manager Peterson reports the following classes/events took place at the City Nature Parks in November, 2006:

November 5 Traveling Naturalist Program – Boca Ciega Park – 30 Participants

November 7 Largo High School Service project – Largo Central park nature Preserve – 25 participants

November 9 Home School Program – McGough Park – 9 participants

November 10 Largo High School Service Project – Largo Central Park Nature Preserve – 25 participants.

November 11 Plant Walk- McGough Nature Park – 4 participants

November 14 Traveling Naturalist Program at Anona Elementary – 19 participants

November 15 Traveling Naturalist – Mildred Elementary (Great American Teach-In) – 50 participants

November 16 Nature Walk/Wildlife Program at McGough park – Ponce Aftercare – 18 participants

November 20 Turtle Program – Anona Elementary – 29 participants

Attachment: City Calendar
Commission Action Item Status Report
Proposed Work Session Schedule

UPCOMING MEETINGS & EVENTS

NOTE: Asterisks by any date indicate that a Commissioner is out of town. The number of asterisks correlates to the number of Commissioners unavailable.

FRIDAY - DECEMBER 8

NATIONAL LEAGUE OF CITIES CONGRESS OF CITIES - Reno, Nevada
7:00 pm DEATH BY CHOCOLATE - Cultural Center
7:00 pm SUNSET SOUNDS - Ulmer Park

SATURDAY - DECEMBER 9*

NATIONAL LEAGUE OF CITIES CONGRESS OF CITIES - Reno, Nevada
3:00 pm SANTA IN THE PARK - Ulmer Park

MONDAY - DECEMBER 11

10:00 am TAMPA BAY REGIONAL PLANNING COUNCIL MEETING - 4000 Gateway Centre Blvd. #100
4:30 pm GREATER LARGO LIBRARY FOUNDATION MEETING - Local History Room
6:30 pm RECREATION, PARKS & ARTS ADVISORY BOARD MEETING/HOLIDAY GATHERING - Cultural Center

TUESDAY - DECEMBER 12*

12:00 pm CHAMBER OF COMMERCE LUNCHEON - East Bay Country Club
6:00 pm CITY COMMISSION WORK SESSION - Community Room

WEDNESDAY - DECEMBER 13*

1:00 pm METROPOLITAN PLANNING ORGANIZATION MEETING - 315 Court Street, 5th Floor Board Assembly Room

THURSDAY - DECEMBER 14*

8:00 am HARVEST MARKETPLACE - Ulmer Park

TUESDAY - DECEMBER 19

9:00 am SERVICE AWARDS CEREMONY - Training Center
5:00 pm CITY COMMISSION EXECUTIVE SESSION - Commission Chamber/City Manager's Office
6:00 pm REGULAR CITY COMMISSION MEETING - Commission Chamber

WEDNESDAY - DECEMBER 20

1:00 pm PINELLAS PLANNING COUNCIL MEETING - BCC Assembly Room

THURSDAY - DECEMBER 21

8:00 am HARVEST MARKETPLACE - Ulmer Park
6:00 pm LIBRARY ADVISORY BOARD MEETING - Jenkins Room A

SUNDAY - DECEMBER 24

****LIBRARY CLOSED****

MONDAY - DECEMBER 25

****CITY FACILITIES CLOSED****

TUESDAY - DECEMBER 26

****CITY FACILITIES CLOSED****

MONDAY - JANUARY 1

****CITY FACILITIES CLOSED****

TUESDAY - JANUARY 2

6:00 pm REGULAR CITY COMMISSION MEETING - Commission Chamber

WEDNESDAY - JANUARY 3

9:00 am SCHOOL TRANSPORTATION SAFETY COMMITTEE MEETING - 600 Cleveland Street, Suite 750, Planning Department Conference Room
2:00 pm FRIENDS OF THE LARGO LIBRARY MEETING - Jenkins Room A

THURSDAY - JANUARY 4

8:00 am HARVEST MARKETPLACE - Ulmer Park
6:00 pm PLANNING BOARD MEETING - Commission Chamber

Commission Action Items
Update for Week Ending December 7, 2006

December 5, 2006, Regular Meeting

1) Commissioner Gentry requested that a map be prepared depicting the land use designations of unincorporated properties surrounding Largo, and to confirm that the distance separation of 1,000 feet is achievable regardless of City or County properties.

Community Development is preparing the map and advises it will be completed in approximately two weeks.

2) Commissioner Black requested that the CDC amendments for crematoria include definitions of direct disposal establishment and embalming establishments.

These definitions will be included in ordinance when it is presented to the City Commission for adoption.

3) Commissioner Gentry requested that staff provide the City Commission with copies of the information card to be given to the owners of towed vehicles.

Deputy Chief Carroll advises that the cards will be distributed to the City Commission when received. The department is also checking on the requirement for notification within seven days is in the Statutes.

4) Commissioner Gentry requested that staff provide information regarding the market price of the units at Vineyard River of Life International Outreach Center, Inc.

Planning Manager Jarzen is contacting Vineyard River to obtain prices of the units and will include this information in a future update of the Commission Action Items.

5) Mayor Gerard requested that staff provide calculations of sewer costs per million gallons compared to all other utility providers.

Management Services Director Adams advises that this information will be presented at the December 12 work session.

6) Vice Mayor Crozier requested that a discussion of the Evaluation and Appraisal Report be added to the December 12, 2006, work session.

This item has been included on the December 12 work session.

7) Commissioner Gentry requested that only time sensitive and routine items be included on the January 2, 2007, Regular Meeting agenda.

Assistant City Manager Craig has notified staff of this request.

October 24, 2006, Special Meeting/Work Session

1) Commissioner Gentry requested that a community work session be scheduled for January 9, 2007.

Assistant to the City Manager Evans has booked the Jenkins Room at the Largo Library for the Tuesday, January 9, 2007, work session. Mr. Evans will be meeting on Friday, December 1, with Communications and Marketing staff to create a marketing strategy to ensure good attendance at the meeting. Additional information will be provided to the City Commission after this meeting.

October 17, 2006, Regular Meeting

1) Vice Mayor Crozier requested that staff provide cost information regarding City staff maintaining the following properties: Cemetery, Southwest Reclaimed Storage Site, Bayhead Teen Complex, Community Center, Bonner Park, Ulmer Park, East Bay Triangle, Bayhead Retention Ponds, Largo Central Park Drive Easement, Largo Soccer Complex, and Public Works Complex.

At the November 7, 2006, Commission meeting, staff was authorized to conduct an analysis for the purpose of determining the best way to provide grounds maintenance services for City properties. Recreation, Parks and Arts staff will present this information at the January 9, 2007, work session.

2) Vice Mayor Crozier requested that staff look into installing traffic calming devices in the Keene Park Subdivision.

Community Development Director Staffopoulos and City Engineer Dicus have rescheduled this item for the January 9, 2007, work session.

April 17, 2006, Work Session

1) Commissioner Guyette requested that staff schedule a presentation on the methodology used to determine the replacement schedule for the City's fleet.

At the November 14, 2006, work session, it was the consensus of the City Commission to schedule for work session discussion an RFP to hire a consultant to audit the City's fleet program. The fleet study issue will be discussed at the January 9, 2007, work session.

April 11, 2006, Work Session

1) Vice Mayor Crozier requested that a discussion of the City's relationship with the City of Belleair Bluffs be scheduled.

This item has been rescheduled to the January 23, 2007, work session.

~~November 14, 2006~~		December 12, 2006		January 9, 2007	
~~MS~~	~~Internal Auditor~~	CD	EAR Update	CD	Sign and Landcasping Ordinance
~~MS~~	~~OPEB (Other Post Employment Benefits) Employment Benefits~~	AD	Winn-Dixie Property Presentation	AD	Fleet Study RFP
		MS		RPA	Grounds Maintenance Options
			Wastewater Rates	CD	Traffic Calming
~~CD~~	~~Crematory Ordinance~~			AD	CIP Final Direction

January 23, 2007		February 13, 2007		March 13, 2007	
FD	Belleair Bluffs Management	MS	Annual Audit Review	CD	Citywide Wayfinding Signage
FD	Future Housing Considerations for Largo Station 37 EMS Unit	CD	West Bay Drive Redevelopment Plan	CD	Highland Concept Plan
				CD	Consent Order Update
RPA	Arts Center	RPA	Public Art Ordinance		
RPA	Community Center	MS/IT	IT Strategic Plan		
CD	Interlocal Agreement w/ School Board	CD	MPO Transportation Concurrency		
ES	Privately owned collection and transmission systems				

April 10, 2007		May 8, 2007		May 22, 2007	
	CIP Review Only			LI	Library Homework Center

June 12, 2007		July 10, 2007		July 24, 2007	
	City Manager Employment Contract			FR	First Responder Contract