



The Week in Perspective

City Manager's Report

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Report No. 967
October 21-27, 2011

Administrative Issues

A-1. 2011 Citizens' Academy of Largo

City Clerk Bruner reports that this week's session was entitled "Related Governments and Agencies". This session is held annually to introduce participants to the other agencies that serve Largo residents and businesses. Pam Dubov, Pinellas County Property Appraiser, made a presentation on how her staff values properties, exemptions and the Save Our Homes cap. Ms. Dubov also discussed foreclosures, which before 2006 averaged 500 per year and recently peaked at 15,500 per year. As always, Ms. Dubov was an excellent speaker and the class remained engaged throughout the presentation. The next agency highlighted was the Central Pinellas Chamber of Commerce. Board of Directors Chairman David Puckett (a Citizens' Academy alumni) and Membership Director Carolyn Maurer made presentations on Chamber services and their outreach efforts. Mr. Puckett reported that Chamber memberships were down and that their goal was to get back to 500 members. There will be no Citizens' Academy session on October 31st. The next session will be on November 7th, hosted by the Library.

A-2. Spooktacular

Special Events Coordinator Jessica Newsome reports that the 17th Annual Halloween Spooktacular event will be held this Saturday, October 29 from 4:00 to 10:00 pm. The event has over 50 trick or treat stop sponsors, 40 inflatable activities, a live band and much more. Wristbands are on sale now at all open recreation facilities.

A-3. Update on the Comprehensive Plan Amendment to the Public Schools Facilities Element

Neighborhood Coordinator Moore reports that staff has decided to withdraw Comprehensive Plan Text Amendment 11-02 and not bring it forward for adoption. Comprehensive Plan Text Amendment 11-02 was a book keeping amendment for the Public Schools Facilities Element (PSFE) of Largo's Comprehensive Plan. The amendment was meant to update the maps depicting Elementary, Middle, High, and Ancillary School Facilities based on School District changes. At the public hearing on June 21, 2011, Mayor Gerard pointed out that there were additional school changes since the map was produced, and the City Commission requested that current maps be provided for the second reading. Subsequently, Pinellas County Planning and the School District determined that the maps should no longer be included in the Comprehensive Plan, and should instead be considered as supplemental data to the plan. Local governments will be asked to amend their Comprehensive Plans in the future to remove the maps from the PSFE. This action will be taken on a countywide basis as part of a larger discussion regarding school concurrency and the relevance of the PSFE given recent changes to State statutes. Staff is therefore not pursuing adoption of Comprehensive Plan Text Amendment 11-02. Staff will provide updates on the countywide discussions regarding school concurrency as information becomes available.

A-4. Overgrown Vegetation at Belleair and Belcher Roads

Assistant Community Development Director Klute reports that on September 29, 2011, the Code Enforcement Board heard Case No. 2011070089 related to excessive shrub and weed growth on the undeveloped Plantation subdivision at the northwest corner of the intersection of Belleair Road and Belcher Road. Staff had requested Board action particularly related to the nuisance created by shrubs partially blocking the public sidewalk. The Code Enforcement Board found the property owner, Gibbs Trevena, Inc. in violation of Largo codes regulating overgrowth of vegetation and fined the applicant \$50 per day until compliance is achieved. On October 24, 2011, Code Enforcement staff again visited the site, found that vegetation was still growing out over the sidewalk. In order to keep the sidewalk accessible to the public, Recreation and Parks staff have agreed to remove the vegetation overgrowing the sidewalk and the right of way by the beginning of next week.

A-5. New Largo Businesses – Week Ending October 27, 2011

Name of Business	Address	Type of Business
GFA Financial Group LLC	13770 58th St N #318	Insurance & Investments

A-6. Engineer II Rocke reports the concurrency approval status of the following properties in unincorporated Pinellas County:

Date Received	Name/Project	Address	Jurisdiction Planning Area?	Status
09/30/11	Office/Warehouse Frontier Engineering, Inc.	5300 Ulmerton Road	No Pinellas Park	Sanitary Sewer Permit Issued
10/06/11	Herman and Mamie Wambles	710 New Jersey Street	No Pinellas County	Annexation Agreement signed by Applicant Sanitary Sewer Permit Issued

A-7. Watched Outstanding Work (W.O.W.'d)

Production Assistant Wildrick received a WOW card from Ms. Martha Strodel commending building inspector Robert Hatton. Mr. Hatton promptly answered her e-mail question which helped her resolve an issue. Ms. Strobel wrote Mr. Hatton also “Gave clear instructions, consumer friendly tips and was very pleasant and prompt.”

The City of Largo would like to thank all of our excellent, dedicated employees who help the City of Largo in providing superior services that enhance the quality of life and community pride for both residents of Largo and our business patrons. If you have “Watched Outstanding Work” within the City of Largo, please visit www.largo.com to submit a WOW card electronically.

A-8. Employees of the Quarter

Human Resources Director Sinz reports that the Employees of the Quarter have been announced and will be formally recognized at the November 1, 2011, Regular Meeting of the City Commission. The Employee of the Quarter Selection Committee, with the assistance of Communications and Marketing Department, established new advertising/processing for receiving Employee of the Quarter nominations. Their work

certainly paid off as there were 17 nominations received this quarter! The winners are Craig Dolan (RPA), Brandon Mai (RPA), Albin Soto (PD), Mary Walls (PD). These employees soundly exemplify the values of the City of Largo municipal organization. The employees nominated this quarter were Doug Anderson (ES), Lori Branham (PD), Angela Brunda (CD), John Devero (RPA), Brandon Graham (GO), Gordon Gundle (RPA), C.J. Love (PD), Charles Madden (RPA), Efrain Vazquez Rosa (PW), Tammie Sewell (LI), Elizabeth Sparks (PD), John Vogt (RPA), Debbie Secchiari (LI), Angela Fornaro (LI).

A-9. Recycling Update

The City of Largo's 3rd Annual Recycled Innovations entry deadline is October 28th. Photos of the entries will be available for viewing at www.LargoRecycles.com as of November 1. The public online voting period is November 1-12th. The winners of the contest will be announced on CBS's program *Studio 10* on America Recycles Day, November 15th.

Recycling Coordinator Segundo attended the Public Relations Society of America International Conference October 15-18. She was able to gain valuable professional development knowledge that will aid her in community outreach efforts.

Other Items of Interest

M-1. Environmental Services Director Kety reports that he and Community Development Engineer III Mura recently attended the 84th Annual Water Environment Federation Technical Exhibition and Conference (weftec) in Los Angeles California. Technical sessions and workshops addressed topics including collection systems; membrane technologies; plant operations, treatment, and management; regulations and research; residuals and biosolids; water recycling, and more. Information obtained from the conference will be distributed to the appropriate staff.

M-2. Cultural Center Business Manager Palumbo reports the following:

During the past week there were eight rehearsals, three rentals and a performance as well as the Eight O'clock Theatre load-in for the upcoming production of "Mister Roberts."

Largo Cultural Center has received substantial media coverage this past week. Here are links to each site:

The Fixx Review:

<http://largo.patch.com/articles/largo-cultural-center-sees-increase-in-ticket-sales>

Montrose Review:

<http://www.examiner.com/classic-rock-music-in-st-petersburg/review-montrose-masterful-and-powerful-at-largo-cultural-center-review>

Montrose Preshow Article:

<http://www.tampabay.com/news/article1197364.ece>

Gibson Guitars was a sponsor of the Montrose show on October 20th. The artist, Ronnie Montrose, signed the guitar and donated it to the Suncoast Performing Arts Foundation. The proceeds from the guitar being auctioned off will benefit the Cultural Center. The October 20th Montrose show brought in people from around the state of Florida and as far away as Brazil.

Arrangements have been made to put a discount coupon for the Children's Educational Series in candy bags during the Spooktacular event in Central Park. Other shows will be promoted at the marketing table during the event.

The Activity Directors (from Assisted Living homes and mobile home communities) and those who have purchased group sale tickets were invited to attend the preview presentation of "Mister Roberts" on Thursday, November 3. Before the show, there will be a presentation introducing the entire 2012 Cultural Center Season. Group sale reservations and sales can be made at the event.

Employee discounts are available to City of Largo employees for all Cultural Center produced events.

M-3. Parks and Community Support Foreman Hinrichs reports the following projects have been completed by the parks maintenance staff, community support crew, spray technician and horticultural technician:

- Completed daily maintenance on mowers and power hand tools
- Maintained properties and completed site inspections
- Changed trash and dog waste bags in all the neighborhood parks and all trash cans on West Bay Drive and Clearwater-Largo Road and Large Cemetery
- Serviced restrooms and trash removal at Southwest Recreation playground area and Northeast Park
- Detailed all work vehicles and ground maintenance equipment
- Cut and removed all vegetation along all walking paths at McGough and Bonner parks. Removed all invasive exotic plants and sprayed with Garlon herbicides to avoid regrowth of the plants on the walkways
- Supervised tree installation at City Hall pond, City Hall retention pond and Anona Heights and 137th Avenue
- Re-marked new tree locations on Patlin Circle, Neva Drive, Kay Drive and Shirley Drive for upcoming Urban Forestry Project
- Took 3 bids from subcontractors to clean up the Community Gardens property
- Removed all wood stakes holding up the Mejoor palms on East Bay and Roosevelt Drive

M-4 Special Events Coordinator Jessica Newsome reports Narcotics Overdose Prevention and Education (NOPE) Candlelight Vigil will be held in Largo Central Park for the second year (first year as a co-sponsor) on October 27. The event will begin at 7:00 pm and will remember those lost to addiction. The Largo Police Department as well as the Pinellas County Sheriff's Office will support the event.

M-5. Athletics and Golf Manager Potts reports that the Largo United Soccer Club held its annual Halloween Tournament the weekend of October 14-16. The tournament was a huge success with 143 teams participating (168 applied), equating to over 2,000 players. The tournament utilized 17 fields at three sites including the Belcher Soccer Complex, Osceola High School, and Pinellas Park Purveyor Complex. Over 230 matches were played, 96 at the Belcher Complex alone. Participating teams traveled from as far away as Jacksonville, Boca Raton and Cape Coral. Largo United placed 7 of their 9 entries in the finals of each of their respective age groups, winning 3 titles.

Athletics and Golf Manager Potts also reports that the maintenance building at the golf course was recently stripped and repainted. The existing roof is scheduled to be replaced beginning October 26, which will cure the water leak issues that have been experienced with recent rains. Additionally, the golf course has seen an upturn in visitations during the month of October as the weather has been cooperating. The weekend of October 21, 22, and 23 saw 469 golfers visit the course which included the bi-monthly tournament with 66 participants.

- M-6.** Southwest Recreation Complex Manager McMahon reports that the Friday night dodgeball program for youth is averaging 50 players each week. This is double what the average was last year at this time. The program is offered to youth from grades 1-8 every Friday from 6:30-8:30pm.
- M-7.** Aquatics Manager Abdo reports new operating hours for Southwest Pool beginning November 1, 2011. The outdoor swimming facility will be open Monday-Friday from 7:00 am to 2:00 pm. The water is heated using geothermal heat pumps that maintains the water at approximately 81-82 degrees.
- M-8.** Highland Recreation Supervisor Petersen reports that the Highland Recreation Complex will host their annual Character Breakfast event featuring Mickey Mouse and friends on Saturday, November 12 at 9:00 am. The event is sponsored by Denny's of Largo whose employees will be serving up pancakes, sausage, coffee and juice while participants create crafts, show off their favorite costumes and get photos taken with Mickey, Minnie, Donald Duck and Goofy. Tickets are on sale now for \$15 per couple and \$5 each additional person.
- M-9.** Police Chief Carroll reports that on October 18, 2011, the Largo Police Department participated in a briefing with the Clearwater Human Trafficking Task Force who received information that Chopsticks Super Buffet was employing illegal aliens and possibly involved in human trafficking. The operation was planned and the mission was to execute the service of four search warrants. Largo Police Department's Detective Madeline Koceja was assigned to drive the transport van, assist with entry into the apartment units, and assist with the interview process.

On October 19th, all task force members met at 0630 hours. All search warrants were executed simultaneously. All were non tactical entries and met with no resistance. A total of 27 aliens were initially detained. Of these, 14 were arrested. The remaining had immigration legal status issues and were released after verifying their status and being interviewed. The operation went very smoothly and no injuries were sustained by anyone and no significant issues are pending. A job well done.

Police Chief Carroll also reports that October 24 through 28, 2011, the Largo Police Department is hosting two three-day classes regarding GPS Tracking Systems. Both classes will share a training day on Wednesday to gain hands-on, practical application experience. Attendees include officers from Hillsborough County Sheriff's Office, Collier County Sheriff's Office, a waterfront agency from New York, and the Largo Police Department.

- M-10.** Public Works Director Usher reports that Pinellas County has notified the City that the County's Contractor began the process to resurface West Bay Drive (from 14th St SW to Clearwater/Largo Road) starting on Oct 26. Depending on weather, this work will most likely continue until Oct 30th or 31st. Drivers should expect lane closures and delays in this area. This will be night-time work only.
- M-11.** Streets and Stormwater Manager Robert Nowak, Assistant Solid Waste Manager Ginn and Solid Waste Supervisor Eric Floyd attended All Hazards: Preparedness and Response Training at the Emergency Management Institute in Emmitsburg, MD. This training is very valuable in preparing public sector employees for Emergency Operations Management. Simulated emergency exercises were conducted, which gave everyone in the class close to real world Emergency Operations Center (EOC) management experience. This training is provided to local and county governments through FEMA reimbursement funding.

M-12. Facilities Manager Harwood reports the following project activity this past week:

- Fire Station #41 renovations are complete. The new apparatus bay door is in and operational.
- Work on the Community Development Reconfiguration began last week. This work will be completed in three phases. The first phase includes the construction of a new conference room in the lobby of City Hall and provides access to an ADA restroom directly from the lobby. Phase two involves the construction of one additional office and construction of a new Plans Room and Customer Service Center. This construction is scheduled to be completed by November 14th. Phase three consists of the re-configuration of the workstations throughout the Community Development Department. This work will begin on November 16th and will be completed by November 27th. This re-configure will provide the new one-stop Customer Service Center in the Building Division which will become the single access point for the public.
- All the restroom partitions throughout City Hall were replaced as a general maintenance activity. The existing partitions were noticeably discolored from age.
- The replacement of the roof on the Golf Course Maintenance Shed began last week. This project includes the replacement of both the gable roof and the flat roof sections and the replacement/repainting of the gable ends and fascia on the building. Work is expected to take approximately 10 days to complete.
- We have completed several painting projects over the last two weeks. These include both gymnasiums at Highland Rec Center and Southwest Rec Center, the entrance to the Southwest Aquatics Center and Classroom A at Southwest Rec Center. Parking lots 1, 2 and 3 at Largo Central Park were re-stripped as well along with the parking lot at the Parks Maintenance building. The existing stripes had faded and were no longer clearly visible.
- Performed preventive maintenance on several mechanical systems and plumbing fixtures at various City facilities.
- In the past 3 weeks Facilities Maintenance opened 255 new work orders and closed 131 work orders.

M-13. Streets and Stormwater Supervisor Hoston advises that the construction crew worked on the following projects:

- Continued work on the Starkey Road Recycling Facility- built two catch basin boxes, formed and poured 9.5 yards of concrete for the spillway and encasement of the trench drain, formed and poured 3.5 yards of concrete for two curbs, formed and poured 2.5 yards of concrete for two catch basin lids
- Cleaned two drain boxes at 138th Place N in the Tall Pines Subdivision

M-14. Streets and Stormwater Foreman Henry advises that the maintenance crew worked on the following jobs:

- Completed wash out repairs along 150th Avenue
- Continued working on the Heather Hills Subdivision drainage project
- The temporary relocation of the Largo Flying Club facilities and runway move has been completed to allow for dirt from the excavation of the Highland Recreation area ponds to be placed on Lot 14
- Relocated materials from the Parks Department consisting of large piles of mulch, tree trunks and limbs, and playground materials in Lot 14
- Street sweepers continued work on their routine routes throughout the City

M-15. Sign/Traffic Technician Hale worked on the following tasks:

- Made one 25 mph Speed Limit Sign and replaced the faded Speed Limit Sign on 137th Street N
- Replaced three faded Stop Signs at 8th Avenue SW and 25th Street SW, one at 6th Place SW and 22nd Street SW, and one at Hidden Oaks Circle and 150th Avenue N
- Replaced two faded No Parking Anytime Signs at 16th Avenue SW and 21st Street SW, and at 16th Avenue SW and Trotter Road
- Replaced a broken sign post on a Chevron Arrow Sign at Hidden Oaks Circle and 150th Avenue N that was hit by a vehicle
- Responded to four Action Requests for non-working street lights. These were reported to Progress Energy for action.

M-16. Spray Technician Doolittle performed aquatic treatment at the following locations:

- Balboa Place- treated 2.5 acres of Barnyard Grass with Habitat and Aquaneat
- Balboa Place- treated 1.5 acres of Primrose Willow and Alligatorweed with Weedstroy and Rodeo
- Woodbrook Condos- treated 1 acre of Barnyard Grass and Pennywhort with Weedstroy, Rodeo and Clipper

M-17. Human Resources Director Sinz reports that Bi-annual Supervisory Training was held on October 18, 19 and 20, in the Jenkins Room at the Largo Public Library. The City of Largo's Social Media Administrative Policy was discussed by Director Sinz and Assistant to the City Manager Evans to educate supervisors and managers on the Social Media program and employee expectations concerning the use of Social Media. Also, the City of Largo was pleased to have Mr. Steven Schultz of "Writing at Work" train on "Email at Work/Business Writing: Etiquette, Protocol, and Style". There were 110 supervisors and managers trained on these topics, with the expectation that they will educate their staff.

M-18. Assistant Human Resources Director Sassone reports that the City of Largo teamed with Lakeside Occupational Medicine to provide Flu Shots at various locations throughout the city on October 19 and October 20. There were 180 participants that received the vaccination. Employees on the City's health insurance were advised if they were not able to receive the vaccination during the scheduled times, that they could receive the flu shot at no charge at their doctor's office under preventative care.

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

UPCOMING MEETINGS & EVENTS

Master Calendar

<p>Oct 28 Friday</p> <p>6:00pm Owl-O-Ween McGough Nature Park</p>	<p>Oct 29 Saturday</p> <p>4:00pm Spooktacular Largo Central Park</p>	<p>Nov 01 Tuesday</p> <p>5:00pm VIP Graduation 6:00pm Regular Commission Meeting Commission Chamber</p>	<p>Nov 05 Saturday</p> <p>9:00am Hydrocephalus Walk Largo Central Park</p>
<p>Nov 07 Monday</p> <p>4:30pm Suncoast Performing Arts Foundation Meeting Royal Palms 6:00pm Citizens' Academy-Library 120 Central Park Dr 6:30pm Community Development Advisory Board Meeting Community Room</p>	<p>Nov 08 Tuesday</p> <p>6:00pm Commission Work Session Community Room</p>	<p>Nov 09 Wednesday</p> <p>1:00pm MPO Meeting 315 Court Street, Clearwater</p>	<p>Nov 11 Friday</p> <p>7:00pm Veterans' Day Ceremony Largo Central Park</p>
<p>Nov 12 Saturday</p> <p>9:00am Character Breakfast Highland Recreation Complex</p>	<p>Nov 14 Monday</p> <p>3:00pm MPO Project Advisory Committee Meetings 3201 Scherer Dr., St. Pete 6:00pm Citizens' Academy-Com. Dev. City Hall Community Room</p>	<p>Nov 15 Tuesday</p> <p>1:00pm Pinellas County Contractor Licensing Community Room 6:00pm Regular Commission Meeting Commission Chamber</p>	<p>Nov 16 Wednesday</p> <p>9:00am PSTA Board of Directors' Meeting 3201 Scherer Dr., St. Petersburg 1:00pm Pinellas Planning Council (PPC) Meeting 315 Court St. 5th Floor BCC Assembly Room, 6:30pm Friends of Largo Recreation & Parks Community Center</p>

**Commission Action Items
Update for Week Ending October 27, 2011**

October 18, Regular Meeting

- 1) Commissioner Holmes has requested information regarding the number of emergency line repairs completed by the Trenchless Sanitary Sewer and Storm Sewer Rehabilitation contractors up until September 2011, and a copy of the bid tabulation.

City Engineer Dicus reports that the current Trenchless Sanitary Sewer, Storm Sewer, and Reclaimed Water Rehabilitation blanket purchase orders (BPO) were approved by the City Commission on October 5, 2010. Staff reports that since award of the BPO's a total of four work orders for sanitary and storm sewer main rehabilitation have been issued. Under those work orders, a total of approximately 22,800 linear feet of liner was installed at a total cost of \$926,200. One of the work orders was for emergency repair of a failed sanitary sewer line under Belcher Road, near the intersection of Ulmerton Road. The pipe failure caused a large sink hole and required several lanes of Belcher Road to be closed until the repairs could be made. A second work order was issued for an urgent problem that was discovered during inspection of the 49th Street gravity sewer pipe. During inspection, staff found that the interior walls of the 18 inch ductile iron pipe under 49th Street were severely corroded. In some areas scaling, which resulted from the corrosion, was blocking over 70% of pipe. A work order was immediately issued to clean and descale the line, and install a plastic liner in order to restore the pipe capacity and strengthen the pipe to prevent collapse. The remaining work orders were scheduled improvements resulting from less urgent defects discovered during routine inspections.

- 2) Commissioner Crozier has requested that the proposed mobile food vendor ordinance be scheduled for a Work Session.

Community Development Director Stricklin reports that the proposed mobile food vendor ordinance has been scheduled for the November 9 Commission Work Session.

October 4, Regular Meeting

- 3) Commissioner Brown has requested that staff look into the feasibility of allowing garage sale signs that contain addresses over weekends and having a penalty for not removing them after the weekend.

Community Development Director Stricklin reports that a discussion of Garage Sale regulations has been placed on the agenda for the December 13, 2011 Work Session.

PROPOSED WORK SESSION SCHEDULE

Work Session

<p style="text-align: center;">Nov 09 Wednesday</p> <p>6:00pm</p> <ul style="list-style-type: none"> 01 RPA Strategic Plan (RPA) 02 Digital Billboard Update (CD) 03 Mobile Food Vendor Ordinance (CD) 04 Golf Course RFP Review (RPA/AD) 05 Highland Complex Project Review (AD/RPA) 07 Skate Park Location (RPA) 	<p style="text-align: center;">Dec 13 Tuesday</p> <p>6:00pm</p> <ul style="list-style-type: none"> 01 Alternatives Analysis Discussion (CD) 02 2013 Budget-Public Engagement (OMB) 03 Stormwater Update (CD) 04 Garage Sale Regulations (CD) 	<p style="text-align: center;">Jan 10 Tuesday</p> <p>6:00pm</p> <ul style="list-style-type: none"> 01 CDC Update (CD) 02 Pavement Management Program (CD) 	<p style="text-align: center;">Feb 14 Tuesday</p> <p>6:00pm</p> <ul style="list-style-type: none"> 01 WAMS Update (ES) 02 FY2013 Budget Red. Prop. (OMB)
<p style="text-align: center;">Mar 13 Tuesday</p> <p>6:00pm</p> <ul style="list-style-type: none"> 01 CIP Review (OMB) 	<p style="text-align: center;">Apr 10 Tuesday</p> <p>6:00pm</p> <ul style="list-style-type: none"> 01 Annual Audit Presentation (FI) 02 CDC Update (CD) 03 Golf Course Update (RPA/AD) 	<p style="text-align: center;">May 08 Tuesday</p> <p>6:00pm</p> <ul style="list-style-type: none"> 01 Confirmation/FY2013 Budget Direction 	<p style="text-align: center;">Jun 12 Tuesday</p> <p>6:00pm</p> <ul style="list-style-type: none"> Future Work Session
<p style="text-align: center;">Jul 10 Tuesday</p> <p>6:00pm</p> <ul style="list-style-type: none"> 01 CDC Update (CD) 	<p style="text-align: center;">Aug 10 Friday</p> <p>12:00pm</p> <ul style="list-style-type: none"> 01 FY2013 Budget Review 	<p style="text-align: center;">Aug 14 Tuesday</p> <p>6:00pm</p> <ul style="list-style-type: none"> Future Work Session 	<p style="text-align: center;">Aug 17 Friday</p> <p>12:00pm</p> <ul style="list-style-type: none"> 01 FY 2013 Budget Review