



The Week in Perspective

City Manager's Report

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Report No. 1000
June 8 – June 14, 2012

Administrative Issues

A-1. Report Number 1000

The City Manager's Office is proud to produce Report Number 1000. We would like to take this time to thank all of the City departments and employees that week after week continue to contribute to the Report.

A-2. New Largo Businesses – Week ending June 9, 2012

Name of Business	Address	Type of Business
Auto Search One, Inc.	12972 91 st St N #1103	Motor Vehicle Sales
Fresh Start Coin Laundry	2922 Roosevelt Blvd	Laundromat
Commercial Maid, Inc.	1000 S Belcher Rd #12	Janitorial Services/Franchise Marketing
Appliance Repair Solutions, Inc.	15655 62 nd St N	Small Appliance Repair Svc/Warehouse
All About You Dentistry LLC	800 East Bay Dr #K/L	Dental Office - Yates

A-3. Environmental Services' Compliance Reviews

Assistant Environmental Services Director Glascock reports that during the week of April 23, the City's Wastewater Reclamation Facility (WWRF) had a five-year effluent compliance evaluation conducted by the Florida Department of Environmental Protection. This effluent analysis is a requirement of the facility's permit renewal process. The effluent sampling included compliance biomonitoring and toxicity compound sampling inspections. The FDEP results were received on June 6, and revealed no toxicity issues or sampled parameters out of compliance.

In addition, Environmental Compliance Supervisor Candice Zollicoffer reports that on May 21, the environmental laboratory participated in an assessment by the Department of Health (DOH). The DOH conducts these evaluations on a biannual basis to determine the laboratory's compliance with current National Environmental Laboratory Accreditation Program (NELAP) standards. The laboratory successfully passed the inspection.

A-4. FDOT's Intersection Improvements to 8th Ave and Seminole Blvd Underway

City Engineer Dicus reports that the Florida Department of Transportation (FDOT) has begun improvements to the intersection of 8th Avenue SW and Seminole Boulevard. The work includes soil stabilization, storm pipe replacements and intersection improvements. The work will be completed in August prior to the beginning of the fall 2012 school year. FDOT has planned several temporary lane closures but specific dates and times have not yet been finalized.

A-5. Largo Central Park Nature Preserve Soil Removal To Begin

City Engineer Dicus reports that soil removal activities at the Largo Central Park Nature Preserve will begin the week of June 18. The work will take place in the wetland area at the southwest corner of the site surrounding the boardwalk observation tower. During the course of the work, the front of the park will remain open to the public however, the walking path along the drainage channel and the boardwalk

through the southern wetland area will remain closed. This phase of the work is anticipated to be completed in July, depending on weather conditions. Future work not yet scheduled includes additional soil sampling and potentially limited soil removal in the northern portions of the park pending the sampling results.

A-6. Sanitary Sewer Wet Weather Pumping and Monitoring System Project Update

In December of 2009, the City's consultant team completed a wet weather capacity analysis of the sanitary sewer collection system in response to the Consent Order with the Florida Department of Environmental Protection. The results identified construction of a wet weather manifold force main as the recommended project to mitigate historical Sanitary Sewer Overflows (SSO's) within the collection system. In 2010, staff completed consultant selection, and negotiated scope of services and fee with Brown & Caldwell to provide engineering services for the design of the new Wet Weather Monitoring and Pumping System. The City authorized the scope of work in February 2011, and the project is currently in the final stages of preliminary engineering and the initial activities associated with the Final Design phase are underway. City Engineer Dicus reports that over the past six months the following activities were performed:

- Completed hydraulic analysis of the six (6) lift stations, which will use a common manifold force main;
- Completed dynamic hydraulic analysis to determine impacts to the collections system;
- Completed Process and I&C evaluation;
- Completed preliminary design of the six (6) lift stations;
- Completed LS 20 and 02 force main integrity testing;
- Completed wet weather force main route analysis;
- Continued Wet Weather Monitoring and Pumping System Standard Operating Procedure;
- Continued design of the interceptor flow monitoring and metering locations;
- Continued final design survey;
- Continued final design subsurface utility engineering;
- Continued Design Criteria and Standards;
- Initiated hydraulic surge analysis; and
- Initiated final design engineering of force main and lift stations.

Over the next six months staff anticipates completing the basis of design report, completing implementation of the interceptor monitoring system and continuing final design of the wet weather force main and lift station improvements. The project is currently proceeding on schedule and within budget. Construction is currently anticipated to be awarded in the fourth quarter of FY 2013 and to commence in FY 2014.

A-7. Wastewater Reclamation Facility Disinfection System Improvement Project Update

On August 4, 2009, an amendment to the consent order with the Florida Department of Environmental Protection (FDEP) was executed that stipulated corrective actions be taken by July 31, 2012 to bring the City of Largo Wastewater Reclamation Facility's effluent into compliance with the limit for Bromo-dichloromethane. This date coincided with the term of the facility operating permit and was set by the FDEP and agreed to by the City with limited information as to the scale of facility improvements that would be required to achieve compliance. Upon execution of the amendment the City continued ongoing efforts to return the facility to compliance with the Bromo-dichloromethane effluent limit, and has made responsible progress towards meeting this objective.

In December of 2009 the City completed an extensive facility engineering study, which recommended full scale replacement of the disinfection system as the most viable option to return the facility to long term compliance with the Bromo-dichloromethane effluent limit. City Engineer Dicus reports that the City is currently working to complete preliminary engineering for full scale replacement of the Facility's disinfection system. Over the past six months the following project activities were performed:

- Conducted laboratory analysis and bench scale testing of peracetic acid as a primary disinfection option;

- Prepared capital and life cycle cost estimates for the final four design alternatives still under consideration;
- Initiated Preliminary Design on proposed modifications common to all remaining design alternatives;
- Presented results of final disinfection alternatives screening analysis to City Administration for input and direction;
- Selected a split flow treatment disinfection system using hypochlorite and peracetic acid as the preferred final design alternative pending final pilot testing; and
- Initiated plan to pilot test peracetic acid.

The City's project team has met with FDEP staff every six months or more frequently to provide updates and receive feedback on progress of the current project for replacement of the disinfection system. In these meetings it was recognized by FDEP staff that the City would require an extension of the interim limit for Bromo-dichloromethane to allow for responsible completion of a project of this scale. Accordingly, on May 31, 2012, staff requested that the above referenced Consent Order be amended to extend the interim limit for Bromo-dichloromethane of 30 ug/L to April 10, 2016. This date aligns with the deadline within the Consent Order for reduction of Sanitary Sewer Overflows and provides sufficient time for responsible completion of the project. Staff is awaiting an official response from FDEP, and the City has received positive initial feedback from FDEP staff. Over the next six months staff anticipates completing preliminary engineering and initiating final design activities.

A-8. Ulmerton Road Opportunity Corridor Brownfield Area Public Meeting

Program Planner Niño reports that the City of Largo's and Pinellas County's Economic Development Divisions are partnering to designate numerous properties along the Ulmerton Road corridor from Seminole Boulevard to Roosevelt Boulevard as a Brownfield Area in accordance with the Florida Brownfields Redevelopment Act. The brownfield area will be referred to as "Ulmerton Road Opportunity Corridor" (UROC), which is a centrally located area of approximately four square miles that contains extensive industrial and commercial properties that have high job creation potential due to zoning, land use, parcel sizes, and geographic location. Designation of the UROC will allow County and City staff to offer available economic incentives, encourage additional investment in the area, and support the economic development efforts described in the City's and County's Comprehensive Plans. The first public meeting is scheduled for Thursday, June 21, 2012 at 5:30 pm at the EpiCenter located at 13805 58th Street North, Largo, Florida. City and Pinellas County staff estimate the brownfield designation process will be complete by August of 2012. For more information on brownfields visit www.largo.com/redevelopment or www.floridabrownfields.org.

A-9. Urban Land Institute State Conference

Community Development Director Stricklin and Economic Development Manager Brydon attended the statewide Urban Land Institute conference in St. Petersburg last week. The conference featured top decision makers and industry experts from every sector of real estate and land use to discuss what is next for development in Florida. Featured speakers included a panel of mayors from the cities of St. Petersburg, Orlando, and Jacksonville and the mayor of Miami-Dade County. Former Governor Jeb Bush was the keynote speaker. Community Development Director Stricklin, who is the Program Chair for the Tampa Bay District Council, coordinated two sessions on housing trends at the conference.

A-10. National Association for Regional Councils Conference

Economic Development Program Planner Rojas-Norton attended the 46th Annual Conference and Exhibition in St. Petersburg for the National Association for Regional Councils (NARC). The City of Largo is a member of the Tampa Bay Regional Planning Council, the agency hosting this year's NARC Conference. The purpose of NARC is to advocate for and provide service to its member councils of government and metropolitan planning organizations. The intent of the conference is to bring together regional council and metropolitan planning organization executives, their staff and elected officials from around the country to discuss best practices and emerging trends for transportation, community and economic development, the environment, homeland security, regional disaster preparedness and other

issues undertaken by member organizations. The conference featured speakers from around the country presenting on a variety of topics such as transportation, green infrastructure, economic development, livability principles, and more. The conference also featured a keynote presentation by Brad Swanson, Vice President on Strategic and Corporate Partnerships, from the Florida Chamber of Commerce discussing Florida's job growth and future economy.

A-11. Neighborhood Program Update

Assistant Community Development Director Klute reports that Thomas Moore, Neighborhood Coordinator, has accepted the position of Housing Finance Specialist in the Housing Division as of June 11. The Neighborhood Coordinator position is proposed to be eliminated in the FY 2013 budget. Accordingly, the position will be frozen pending the approval of the FY 2013 budget.

Since the position is vacant, the following initiatives and activities will be suspended until action is taken on the budget in September: staff support to the Historic Preservation Advisory Committee (the last scheduled meeting will be on June 20); the Neighborhood Newsletter (the last issue will be sent out the week of June 11); and all neighborhood outreach activities (including neighborhood clean ups – the last scheduled neighborhood clean up will be on June 23). If the position is eliminated, these initiatives and other aspects of the neighborhood program such as the Community Champion program, scheduled for next winter, will be permanently eliminated.

A-12. Fire Department Physicals

Fire Chief Wallace reports that all department personnel are undergoing the annual medical physical examination this month. This medical exam includes a comprehensive physical, metabolic and ultra sound scan. Since the introduction of the ultra sound component several members have been diagnosed and successfully treated for thyroid cancer. It appears that the department and other fire departments across the nation experience a higher incidence of thyroid cancer than the normal population. It is believed that this is due to the exposure to hydrogen cyanide gas that is present at almost every structure fire. The department now has gas monitors that are used routinely to ensure cyanide gas levels fall below dangerous levels before employees are permitted to remove breathing apparatus. In addition this ensures that the occupants of the structure are returned to a safe environment. Division Chief Shelby Willis has been nationally recognized as a leading authority and proponent of identifying this specific cancer risk, monitoring the environment and the use of ultra sound scanning to identify this risk.

A-13. Chlorine Training Class

Environmental Services Department Assistant Director Glascock reports that a Chlorine Technician class took place June 5 - 7, at the Largo Wastewater Reclamation Facility(WWRF). This refresher training is required every three years per the facility's Risk Management Plan (RMP) and Process Safety Management (PSM) for all employees that work with chlorine and sulfur dioxide chemical systems. The EPA promulgated the RMP regulation in 1996 to look at all off-site consequences of a chemical release, while the PSM looks at on-site consequences of chemical release. The Largo WWRF will continue to use chlorine and sulfur dioxide gas until the new disinfection system alternatives are designed, and construction is completed in fiscal year 2013 - 2014.

Besides the 12 operation and maintenance personnel from Largo, two operators from Pinellas County Utilities and three individuals from Barbados also attended. A second three-day class will be held in July to permit the other half of required operation and maintenance staff to attend.

Other Items of Interest

- M-1.** Recreation, Parks and Arts Director Byrne advises that Southwest Pool's West Florida Lightning Aquatic's Team will host its annual meet June 15 - 17. Estimated meet attendance will exceed 1,000 persons per day and will impact parking both at the facility and the surrounding neighborhood.
- M-2.** Recreation, Parks and Arts Director Byrne advises that the Largo Golf course will partner with Village Inn on Walsingham and Vonn Road to promote the golf course on Father's Day. The restaurant anticipates serving nearly 1,000 fathers on June 17. Each father will receive a coupon for a slice of pie from the restaurant, a promotional coupon and golf tee from the Largo Golf Course inviting them to play at the course.
- M-3.** Assistant Recreation, Parks and Arts Director Nolen is pleased to provide the following updated summer camp chart. Camps are at or near capacity at this time.

CAMP	CAPACITY	CURRENT ENROLLMENT	ENROLLMENT IN AFTER CARE (4-6 PM)
Highland Camp K-5	120	Full	90+
Highland Mini Camp	20	Full	N/A
Highland Teen Camp	40	34	24+
Southwest Camp K-5	175	Full	96+
Teen Camp (Southwest)	40	37	16
Fit To Read Camp (At Largo Library)	25	Full	13+
Nature Camp	40	38	13+
Camp Funshine (At Ponce Elementary)	120	Full	77+
Munchkin Camp	65	Full	N/A

One week camps continue to be popular and offer parents an opportunity to enroll children into summer programs when full-time childcare is not needed. Parents tend to register children in programs closer to the date of camps.

<u>Specialty Camps</u>	<u>Dates</u>	<u>Number Enrolled</u>
Theatre Camp "Seussical"	June 11-29	55
In Motion Dance Camp	June 11-22	20
Babysitting Certification	June 18-22	13
Quick Fire Chef Beginners	June 18-22	7
Quick Fire Chef Advanced	June 18-22	9
Craft Recycling	June 18-22	5
Princess Ballet	June 25-29	13
Jewelry Making	June 25-29	7
Photography	June 25-29	22
Construction	June 25-29	10

<u>Sports Camps</u>	<u>Dates</u>	<u>Number Enrolled</u>
Street Hockey	June 11-15	9
Golf and Tennis	June 18-22	11
Tennis Academy	June 11-15	7 weekly (and 11 Drop in students on Monday, June 11)
Tennis Academy	June 18-22	7

- M-4.** Community Center Manager Ankerberg is pleased to announce that this season's Farmer's Market will

conduct its last session on Saturday, June 16 from 9 am until 1 pm. The market will remain closed for the summer and re-open on September 22, continuing thereafter every Saturday (weather permitting) through May, 2013

- M-5.** Athletics and Golf Course Manager Potts reports that fifteen golfers took advantage of the new instant text messaging savings program on June 9. This new messaging system was recently established at the golf course in an effort to boost business during slow periods. On June 8, staff noticed that the golf tee sheet was empty after 10:30 am on June 9 and decided to send out a text special for play after 11am for Saturday. The first call for a reservation came back within the first three minutes and helped to drum up business for what looked like a slow day due to the uncertain weather.
- M-6.** Artistic Supervisor Mondora is pleased to report that the first of two theatre summer camps is filled to capacity with 55 campers in attendance. The camps' finale will include public performances of "Seussical Jr" on June 29 and 30.
- M-7.** Tickets sales are brisk for two new Cultural Center shows that went on sale June 12. These shows include performances by the iconic British group "The Zombies" on July 27 and a return visit by the keyboard sensation Keiko Matsui on October 13 (following her sold out performance in 2011). "The Zombies" show will be their only Florida performance and the first of only eleven shows in North America during 2012.

The following rental events were confirmed and contracted during the past week at the Cultural Center:

- One corporate Christmas party; and
- One corporate banquet.

The following inquiries were made for rental space during the past week at the Cultural Center:

- Two wedding ceremonies and receptions in Largo Central Park; and
- One corporate social media event.

The following proposals were prepared and sent to potential clients:

- One banquet;
- One expo; and
- One performance rental.

- M-8.** Aquatics Manager Abdo is pleased to announce the beginning of the popular Teen Tidalwave Tuesdays beginning June 12 - August 7. This nine week program is for middle and high school students from 7 until 9 pm each Tuesday night. The fee is \$3.00 and Splashes Snack Bar will be open. This year's Tidalwave sponsor, Domino's Pizza, will provide 300 slices of pizza weekly for participants.
- M-9.** Aquatics Manager Abdo is pleased to announce a special Father's Day on June 17 during the 1:30 – 3:30 pm session swim at the Highland Family Aquatic Center. Dads will be admitted free with one paid child admission. Hot dogs will be available while supplies last, and chair massages will be provided by Dana Crane, Licensed Massage Therapist #MA60718. Missing Links is providing all Dads with a special gift in recognition of Fathers Day.
- M-10.** Aquatics Manager Abdo is pleased to announce extended swimming hours at the Southwest Pool beginning June 11. In addition to the weekday fitness swimming and recreational programming, the facility will now be open Tuesday and Thursday nights from 7 until 9 pm and Saturday from 10:30 am until 2:30 pm.
- M-11.** Assistant Parks Superintendent DePappa reports the following projects have been completed by the Parks Administration and Technical Services Crews:
 - Removed Camphor Tree on Rosery Road;

- Trimmed trees on Kimberley Oaks Circle;
- Removed split Laurel Oak on Sunnybreeze Avenue;
- Responded during storm to two down trees on Gladys Street and 134th Avenue North;
- Trimmed trees and palms at Fire Station #38 and the Largo Recycle Center;
- Trimmed Medjool Palm on Seminole Boulevard; and
- Removed large hanging branch and trimmed trees at the corner of 10th Avenue and 10th Street.

M-12. 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 Largo Cemetery;
- Serviced restrooms and trash removal at Southwest Recreation playground area and Northeast Park;
- Detailed all work vehicles and ground maintenance equipment; and
- Set up one 20×40 tent at Southwest Recreation Center for summer camp.

M-13. Manager Gordon reports that there will be no change to the solid waste or recycling collection schedule for the week of the July Fourth holiday.

M-14. Streets and Stormwater Supervisor Hoston advises that the construction crew worked on the following projects:

- Formed and poured 20 feet of curbing on Valencia Blvd;
- Installed four tons of asphalt on Valencia Blvd;
- Began installation of 150 feet of 6" underdrain pipe on Century Drive in Lake Allison Subdivision; and
- Formed and poured two catch basin lids.

M-15. Streets and Stormwater Foreman Henry advises that the maintenance crew worked on the following jobs:

- Mowers worked throughout the City on ditches and rights-of-way;
- Continued hauling donated fill dirt to Lot 14;
- One sweeper worked throughout the City on their regularly scheduled route; additional sweeper is being repaired; and
- Re-shelled around containers at Starkey Road Recycling Center.

M-16. Sign/Traffic Technician Hale worked on the following tasks:

- Made eight 30" x 30" Dead End signs for installation;
- Made thirteen 24" x 30" Speed Limit signs with various speeds for installation;
- Made ten City Seals and fifteen vehicle numbers for the Fleet Division to install on City vehicles;
- Made three Guide signs for Bonner Park and installed two on Indian Rocks Road North and South Rosemary Lane and one on Rosemary Lane before 143rd Street N;
- Replaced two 30 MPH Speed Limit signs on the South side of 8th Avenue SW due to age and fading;
- Replaced a No Truck sign on Auburn Street due to age and fading;
- Replaced five Dead End signs due to age and fading at the following locations - Ocean Court and Vancouver Drive, Inlet Court and Vancouver Drive, Cove Court and Vancouver Drive, Balboa Circle and Jefferson Avenue, and Anchor Way and Ridge Road; and
- Replaced six Stop signs due to age and fading in the following locations - 145th Street N and Starboard Lane, Balboa Circle and Jefferson Avenue, three at McMullen Road and Alternate Keene Road, and 6th Avenue NE and Cork Street NE.

M-17. Facilities Manager Harwood advises that the Highland Recreation construction project remains on schedule. The majority of the trees scheduled for removal have been extracted, mulched and removed from the site. The building pad has been prepared and compacted. Foundation work has begun and the concrete block wall construction began last week.

- M-18.** The lab renovation project at the Wastewater Treatment Plant remains on schedule. The electrical contractor is currently installing the new electrical panels. Air conditioning rough-in work is continuing. The cabinets and wall finishes have been completed in the lab area. New exterior doors have been installed and the window in the restroom has been removed and in-filled.
- M-19.** Facilities Management received 40 new work requests this past week and completed 57 work orders.

UPCOMING MEETINGS & EVENTS

Master Calendar

<p>Jun 19 Tuesday</p> <p>9:00am IAFF Impact Bargaining <i>Community Room</i></p> <p>2:00pm Pension Plan Discussion <i>Community Room</i></p> <p>6:00pm Commission Meeting <i>Commission Chamber</i></p>	<p>Jun 20 Wednesday</p> <p>1:00pm Pinellas Planning Council (PPC) Meeting 315 Court Street, 5th Floor, Clearwater</p> <p>6:00pm HPAC Meeting <i>Community Room</i> Public Works/Env. Svcs. Advisory Board Meeting <i>PW Admin Building</i></p>	<p>Jun 25 Monday</p> <p>6:30pm RPA Advisory Board Meeting <i>Highland Recreation Complex</i></p>	<p>Jun 27 Wednesday</p> <p>9:00am PSTA Board of County Directors Meeting 3201 Scherer Dr., St. Petersburg</p>
<p>Jun 28 Thursday</p> <p>1:30pm Code Enforcement Board Hearing <i>Commission Chamber</i></p>	<p>Jul 02 Monday</p> <p>6:00pm Finance Advisory Board Meeting <i>Lobby Conference Room</i></p> <p>6:30pm Community Development Advisory Board Meeting <i>Community Room</i></p>	<p>Jul 03 Tuesday</p> <p>6:00pm Commission Meeting <i>Commission Chamber</i></p>	<p>Jul 05 Thursday</p> <p>6:00pm Planning Board Meeting <i>Commission Chamber</i></p>
<p>Jul 10 Tuesday</p> <p>6:00pm Commission Work Session <i>Community Room</i></p>	<p>Jul 11 Wednesday</p> <p>1:00pm MPO Meeting 315 Court Street, Clearwater</p>	<p>Jul 17 Tuesday</p> <p>6:00pm Commission Meeting <i>Commission Chamber</i></p>	<p>Jul 18 Wednesday</p> <p>1:00pm Pinellas Planning Council (PPC) Meeting 315 Court Street, 5th Floor, Clearwater</p>

***Commission Action Items
Update for Week Ending***

April 17, 2012, Regular Meeting

1. Request by Commissioner Brown that a Work Session discussion be scheduled to discuss making the sign application process easier.

Building Official Andrews reports that this item has been scheduled for discussion at the July 10 Work Session.

2. Request by Commissioner Holmes that quarterly reports on Golf Course revenue and expenses be provided to the City Commission.

Staff will provide quarterly updates of expenses and revenue on the Largo Golf Course operation. The next report will be provided to the City Commission the first week in July to cover the current quarter – April – June.

PROPOSED WORK SESSION SCHEDULE

Work Session

Jul 10	Tuesday	Aug 14	Tuesday	Aug 17	Friday	Sep 11	Tuesday
6:00pm 01 CDC Update (CD) 02 Republican Convention (Largo Response) (PD) 03 Sign Permitting (CD) 04 Urban Forest - Tree Report (RPA)		6:00pm 01 Health Insurance (HR)		12:00pm 01 FY 2013 Budget Review		6:00pm 01 Stormwater Update (CD) Future Work Session	
Oct 09	Tuesday	Nov 13	Tuesday	Dec 11	Tuesday	Jan 08	Tuesday
6:00pm Future Work Session		6:00pm Future Work Session		6:00pm Future Work Session		6:00pm Future Work Session	
Feb 12	Tuesday	Mar 12	Tuesday	Apr 09	Tuesday	May 14	Tuesday
6:00pm Future Work Session		6:00pm Future Work Session		6:00pm Future Work Session		6:00pm Future Work Session	