



The Week in Perspective

City Manager's Report

Norton Craig, City Manager
Henry Schubert, Assistant City Manager
Michael Staffopoulos, Assistant City Manager

Report No. 1001
June 15 – June 21, 2012

Administrative Issues

A-1. 2012 Municipal General Election

City Clerk Bruner reports that the qualifying period for the November 6, 2012 Election will begin on July 2 and end on July 16. Candidates were able to begin circulating petition cards on May 18 and the following candidates have opened up campaign accounts and picked up petition cards:

Mayor - Pat Gerard

Seat 3 - Curtis Holmes

Seat 4 - Robert Hunsicker, James Robinson

The first candidate training class will be held on July 12.

A-2. New Largo Businesses – Week ending June 16, 2012

Name of Business	Address	Type of Business
Matt Ress LLC	12685 Seminole Blvd	Retail Mattress Store
Apartment Hunters	13505 Icot Blvd #203	Rental Agent
The Bonsai Holistic Spa	400 Lake Ave	Massage Therapist-Fisher
Pinellas Computers of Largo	13595 Walsingham Rd	Computer Service & Repair
Marshall, James D.O.	12600 Seminole Blvd	Osteopathic Physician

A-3. Chamber of Commerce Tours Building Division

On June 20, fourteen representatives from the Central Pinellas Chamber of Commerce Small Business and Economic Development Committee held their monthly meeting at Largo City Hall. The monthly meeting featured a tour of the Community Development Department's new Customer Service Center. The renovations and improvements to the Building Division permit counter were recommended in 2006 by the Development Review Advisory Panel, a partnership between the Chamber and the City of Largo. The members were invited to see the recently upgraded customer service waiting area, the new permitting counters, meeting space, public information screens and kiosks, and the Customer Service desk. The Building Division's new Permitting Services Supervisor, Adriana Puentes-Shaw was introduced to the group along with Community Development and Environmental Services staff with development review responsibilities. The members learned how the improvements to the Customer Service Center have worked to improve customer service as part of the business-friendly initiative. Commissioner Murray, City Manager Craig, and Assistant City Managers Schubert and Staffopoulos were in attendance to answer questions and provide insight. The Committee provided very positive comments regarding their visit and the City's commitment to improve customer service.

A-4. Business Visit to Melitta

Mayor Gerard and Economic Development Manager Brydon attended a business visit to Melitta with the Central Pinellas Chamber of Commerce on June 18. Melitta USA is responsible for the sales and marketing of Melitta coffee filters, coffee and non electric coffee systems in the USA. During the visit, Melitta representatives spoke about the history of their business and their re-location of the US headquarter offices to the ICOT Center in the late 1990's. The visit ended with a tour of the

manufacturing facility that produces coffee filters for distribution throughout the US. Merlitta is a family owned business based in Germany and has a global industry presence of over \$1.5 billion.

A-5. Rotary Club Donation

Library Director McPhee reports that the Largo Rotary Club donated \$1,000 for children's books in honor of their weekly guest speakers. Library staff selects the hardcover books and Rotary members prepare the plaques for them.

A-6. Assistant Fire Chief of Emergency Management

Fire Chief Wallace is proud to announce that Doug Swartz, Assistant Fire Chief in Clearwater, has accepted an offer of employment with the City of Largo Fire Rescue department. Chief Swartz currently serves as the Assistant Fire Chief of Health and Safety and the EMS Chief for Clearwater. Doug will assume the role of Assistant Fire Chief of Emergency Management for Largo Fire Rescue. Chief Swartz's start date is yet to be determined as his role in the upcoming Republican National Convention may necessitate a delay. Doug has served the City of Clearwater for 11 years and was with Pasco County prior to moving to Clearwater. Chief Swartz is involved with the National Honor Guard Academy and is a primary operational command staff member of the Annual Fallen Firefighter Memorial Service in Emmitsburg, Maryland. In addition, Chief Swartz is the state of Florida's representative for the Department of Justice Local Assistance State Team. The team responds to line of duty deaths, across the state, to assist agencies with the many issues that are encountered when a firefighter dies.

Chief Swartz's experience, commitment, professionalism, knowledge, and background will benefit the department, the City, and the community as a whole.

Other Items of Interest

M-1. Recreation Program Manager Pincince reports that the first week of summer camp was held June 11-15. The following summer camps are at maximum capacity:

- Cool Kids 1 at Highland-120 participants;
- Mini Cool Kids at Highland-20 participants;
- Camp Funshine at Ponce de Leon Elementary-122 participants;
- Kid City at Southwest-180 participants;
- Munchkin Camp at Southwest-65 participants; and
- Nature Camp at McGough-40 participants.

M-2. Library Director McPhee reports that over 300 children signed up for the Summer Reading Program, "Dream Big", in the first two weeks of registration. Children pledge to read a certain amount of books on their school break and those who reach their goals are invited to an end of the summer party.

M-3. Community Center Manager Ankerberg is pleased to report that this season's Open Air Market ended successfully for the summer on June 16 with 25 vendors. The market will re-open after the summer on September 22, and will continue through the end of May 2013. Over 80 vendors participated in this season's 9-week market, and all have said they will come back in September. An organizational wrap-up meeting for vendors is scheduled for June 25 at the Community Center at 6:00 pm.

M-4. Aquatics Manager Abdo is pleased to report that almost 200 individuals attended the Sunday afternoon Father's Day session at Highland Aquatic Center from 1:30-3:30 pm. Dads were allowed in free with a paid child's admission plus the dads received free chair massages from Dana Crane, Licensed Massage Therapist (#MA60718) and a coupon from Missing Links for a medium bucket of golf balls at the driving range. The facility provided hot dogs for all participants.

M-5. Aquatics Manager Abdo reports a successful swim meet for West Florida Lightning Aquatics (WFLA) June 15-17 at Southwest Pool. Just under 500 athletes participated in the three-day invitational swim meet held annually over Fathers Day weekend. Rex Tullius, from the Daytona Beach area, qualified with

an olympic trial time in the 200 freestyle. WFLA received several positive comments from other teams about the operation of the swim meet and the facility.

- M-6.** Golf Course Manager Potts reports that Father's Day weekend was busy at the golf course this year with 146 golfers on Saturday and 152 golfers on Sunday. In addition to the busy weekend, June has been busy overall with the youth golf camps taking place during the mornings along with the leagues in the evenings. The first week of camp had 18 youth golfers come out for fun and instruction, and the evening leagues on Mondays, Wednesdays and Thursdays have been averaging 30 golfers each. Also, on June 23, the bi-monthly social golf tournament will be held with an anticipated participation of 60 golfers.
- M-7.** Keeping with the new programming and promotional initiatives, the golf course has been utilizing its new text alert messaging program to notify golfers of instant specials. Recently, on June 9, the golf course had 15 golfers take advantage of the instant special sent out for play that day. There are currently about 70 golfers registered for the promotional notifications at this time. Finally, in an effort to keep the young people of our community active and interested in golf, the course is running a special rate promotion for youth throughout the summer break. Youth ages 17 and younger can play the course (walking) in the afternoons, during the slow periods, for only \$5. Staff hope to introduce new, younger golfers to the game and to the Largo Golf Course through this promotion, as well as give parents a less expensive alternative to keep their children active through the long summer break.
- M-8.** Box Office Supervisor Seaman is pleased to report:
- The first Summer Camp "Sueussical Jr." is off to a great start with 55 campers in attendance. The excitement from friends and family also made a great week in the box office with 182 tickets sold for the June 29 and 30 performances.
 - There was a successful pre-sale on June 12 for The Zombies with 94 tickets sold. To date, this has been the fastest selling show at the Largo Cultural Center. The show date is July 27, 2012.
 - Two corporate fundraisers (repeat customers) were confirmed and contracted during the past week at the Cultural Center.
- M-9.** The following inquiries were made for rental space during the past week at the Cultural Center:
- 1 business meeting;
 - 1 wedding ceremony in LCP and receptions;
 - 1 engagement party;
 - 1 seminar & vendor expo;
 - 1 anniversary party; and
 - 1 performance rental was prepared and mailed to a potential client.
- M-10.** Solid Waste 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-11.** Facilities Manager Harwood advises that the Highland Recreation Center construction remains on schedule. The foundation installation and concrete block work is underway. Drainage work and retention areas for Phase 2 have started.
- M-12.** The City Hall Roof Replacement project will begin this week. The Contractor has received the Notice to Proceed and will begin mobilizing equipment starting Monday morning. Work on the roof will begin mid-week and will be confined to the penthouse roof area. City Hall personnel will not be affected by this portion of the work. Facilities Management will continuously update the schedule as work progresses to keep everyone informed.
- M-13.** The West Bay Drive hardscape painting will begin next week. The contractor will start painting the benches, trash cans and bike racks in the Ulmer Park area and will continue down the north and south sides of West Bay Drive. Painting of the street lights and mono-tube will be done last.

- M-14.** Facilities Management received 47 new work requests and completed 62 work orders.
- M-15.** Streets and Stormwater Supervisor Hoston advises that the construction crew worked on the following projects:
- Installed 85 tons of asphalt at the Starkey Road Recycling Center;
 - Cut the pavement at Markley Drive for installation of a 24" concrete drainage pipe.
- M-16.** Streets and Stormwater Foreman Henry advises that the construction crew worked on the following jobs:
- Mowers worked in the southwest section of the City;
 - Completed hydro-seeding in the Rancho Village canal.
- M-17.** Sign/Traffic Technician Hale worked on the following tasks:
- Replaced two Dead End signs due to age and fading in the following locations - Brookfield Drive and Gershwin Drive, Fairlane Drive and Imperial Drive;
 - Replaced two 30 MPH Speed Limit signs due to age and fading in the following locations - 20th Street SW and 8th Avenue SW, Ridge Road;
 - Replaced seven Stop signs due to age and fading at the following locations - 58th Street N and 147th Avenue N, Myerlake Circle and 58th Street N, Cambridge Drive and Highland Avenue, Peaceful Lane and Rosery Road, 126th Avenue and 116th Street N, Ridge Road and 124th Terrace N, 22nd Street SW and 17th Avenue SW;
 - Raised and straightened sign posts in the following areas - Keene Park Drive and Fulton Street N, Ulmerton Road and ICOT Boulevard, 126th Avenue N and 116th Street N;
 - Trimmed bushes at the north median of 58th Street N and 142nd Avenue N to increase visibility.
- M-18.** Spray Technician Doolittle performed aquatic treatment at the following locations:
- 150th Street at La Plaza MPH - treated 2.5 acres of Alligatorweed with Weedar, Knockout and Clipper;
 - 101st Street at Four Seasons MPH - treated 3 acres of Hydrilla with Aquathol Super K;
 - 593 East Lake Drive - treated .05 acres of the gutter area with Weedar, Tribute and Clipper for Bahia Grass.
- M-19.** 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:
- Dug out and removed 4 Pine trees, 1 Oak tree and 1 Elm tree at the Community Center to make room for an expansion of the community garden. These trees will be transplanted at the Largo Golf Course.
 - Delivered and retrieved the concession wagon, 230 feet of sports fence, chairs and tables for the West Florida Lightning Aquatics (WFLA) Summer Invitational Swim Meet at Southwest Pool.
 - Installed crushed shell at Highland Pond Park for the new bridge path.
 - Cleaned up excessive graffiti in the restrooms at Northeast Park.
 - Sprayed selective herbicide over the Liriope and Perennial Peanut plants along Clearwater/Largo Road for weed control.
 - Detailed all work vehicles and ground maintenance equipment.
 - 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, Clearwater-Largo Road and Largo Cemetery.
 - Serviced restrooms and trash removal at Southwest Recreation playground area, Bayhead and Northeast Park for daily summer camps.
 - Completed daily maintenance on mowers and power hand tools.

UPCOMING MEETINGS & EVENTS

<p>Jun 25 Monday</p> <p>6:30pm RPA Advisory Board Meeting Highland Recreation Complex</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 Commission Chamber</p>	<p>Jul 02 Monday</p> <p>6:00pm Finance Advisory Board Meeting Lobby Conference Room</p> <p>6:30pm Community Development Advisory Board Meeting Community Room</p>
<p>Jul 03 Tuesday</p> <p>6:00pm Commission Meeting Commission Chamber</p>	<p>Jul 05 Thursday</p> <p>6:00pm Planning Board Meeting Commission Chamber</p>	<p>Jul 10 Tuesday</p> <p>6:00pm Commission Work Session Community Room</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 Commission Chamber</p>	<p>Jul 18 Wednesday</p> <p>8:00am MMLOS Stakeholders Meeting Commission Chambers</p> <p>10:00am IAFF Negotiations Community Room</p> <p>1:00pm Pinellas Planning Council (PPC) Meeting 315 Court Street, 5th Floor, Clearwater</p>	<p>Jul 19 Thursday</p> <p>8:00am MMLOS Stakeholders Meeting Commission Chambers</p> <p>5:00pm Library Advisory Board Meeting Library Admin. Conf. RM</p>	<p>Jul 23 Monday</p> <p>6:30pm RPA Advisory Board Meeting Community Center</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 rescheduled for discussion at the August 14 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.

June 19, 2012, Regular Meeting

1. Request by Commissioner Holmes that staff contact the Largo Central Railroad about the feasibility of paying for their own liability insurance.

Recreation, Parks and Arts Director Byrne has scheduled a meeting with Warren Jamison, President of Largo Central Railroad to discuss the feasibility of paying for liability insurance and will report back to the Commission.

2. Request by Commissioner Brown that staff provide an opinion regarding the legality of apparent gambling machines at gas/convenience stores.

Sgt. Trebino, and Inv. Melton from Pinellas County Justice & Consumer Services, are aware of the two machines Commissioner Brown mentioned. They have declared them gambling machines, and they intend to notify the businesses and ask them (in writing) to remove them or face enforcement action.

3. Request by Commissioner Brown that staff provide information on the benefits to City residents of the City taking over Police services for Belleair Bluffs.

Assistant City Manager Schubert reports that the City of Belleair Bluffs City Commission approved on June 18, a new contract with the Pinellas County Sheriff's Office for police services for the one year period beginning October 1, 2012. The contract is in the amount of \$451,201.43, represents an increase of 0.82% over the current contract. A copy of the agreement has been requested to serve as a point of reference as to how the Sheriff's Office contracts its services.

PROPOSED WORK SESSION SCHEDULE

Work Session

<p style="text-align: center;">Jul 10 Tuesday</p> <p>8:00pm</p> <p>01 CDC Update (CD) 02 2013 Proposed Budget (OMB) 03 Pension Discussion (AD)</p>	<p style="text-align: center;">Aug 14 Tuesday</p> <p>8:00pm</p> <p>01 Health Insurance (HR) 02 Sign Permitting (CD)</p>	<p style="text-align: center;">Aug 17 Friday</p> <p>12:00pm</p> <p>01 FY 2013 Budget Review</p>	<p style="text-align: center;">Sep 11 Tuesday</p> <p>8:00pm</p> <p>01 Stormwater Update (CD) 02 CDC Update (CD) 03 Urban Forest - Tree Report (RPA)</p>
<p style="text-align: center;">Oct 09 Tuesday</p> <p>8:00pm</p> <p>Future Work Session</p>	<p style="text-align: center;">Nov 13 Tuesday</p> <p>8:00pm</p> <p>Future Work Session</p>	<p style="text-align: center;">Dec 11 Tuesday</p> <p>8:00pm</p> <p>Future Work Session</p>	<p style="text-align: center;">Jan 08 Tuesday</p> <p>8:00pm</p> <p>Future Work Session</p>
<p style="text-align: center;">Feb 12 Tuesday</p> <p>8:00pm</p> <p>Future Work Session</p>	<p style="text-align: center;">Mar 12 Tuesday</p> <p>8:00pm</p> <p>Future Work Session</p>	<p style="text-align: center;">Apr 09 Tuesday</p> <p>8:00pm</p> <p>Future Work Session</p>	<p style="text-align: center;">May 14 Tuesday</p> <p>8:00pm</p> <p>Future Work Session</p>