



The Week in Perspective

City Manager's Report

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

Report No. 1056
July 5, 2013 – July 11, 2013

Administrative Issues

A-1. IRS Financial Crimes Task Force

Police Chief John Carroll reports in February of this year, Sergeant Amodeo of the Largo Police Department, Investigative Services Division was appointed to the newly formed IRS Financial Crimes Task Force. This locally based task force was created to address an ongoing issue of suspects targeting citizens for criminal financial gain through the theft of personal identification such as Social Security numbers. Once acquiring the stolen Social Security number, the suspects filed numerous fraudulent tax returns depriving victims of their legitimate returns.

The members of the Financial Crimes Task Force have recently been recognized as Task Force of the Year by the International Association of Financial Crimes Investigators (IAFCI). The IAFCI is a respected organization that was formed in 1970 and currently has 4500 members of law enforcement and compliance officers with a mission to "provide services and an environment within which information about financial fraud, fraud investigation and fraud prevention methods can be collected, exchanged and taught for the common good".

A-2. Largo Fire Rescue's Honor Guard

Acting Fire Chief Willis is proud to report on July 5, Largo Fire Rescue's Honor Guard presented the Colors for the opening of the Tampa Bay Rays Baseball Game (Rays vs. the Chicago White Sox). The honor guard team was selected by the Ray's Entertainment staff from multiple honor guard team applicants. A detail of four members marched onto the field from the center field gate and present Colors for the National Anthem at the opening of the game.

Largo Fire Rescue's Honor Guard members who participated were: Detail Commander Firefighter Shipley, Lieutenant Cargil, Firefighter/Paramedic Delgado, and Firefighter/Paramedic Ward.

A-3. Business Ombudsman Update

Business Ombudsman/Program Planner Rojas-Norton reports that four businesses received outreach visits from June 27 through July 10, they are:

- McGee Tire, 10595 Ulmerton Road
- The Emporium Too!, 940 Clearwater-Largo Road
- Avantaggio Day Spa, 940 Clearwater-Largo Road

As part of the business assistance program, the business owners or managers are provided informational materials pertaining to business needs such as Largo's recycling program, business opportunities with Recreation, Parks and Arts, signage, temporary events, and more.

A-4. Old Northwest Meeting

Business Ombudsman/Program Planner Rojas-Norton attended the Old Northwest merchants meeting on July 8. Commissioner Robinson was also in attendance. The meeting was held at The Silver Queen at 1350 West Bay Drive and the topic of discussion was the 3rd Annual "An Old-Fashioned Christmas

Parade.” Approximately 16 attendees were present at the meeting. Staff has scheduled a meeting in July with the Police Department and the Old Northwest to discuss the proposed route for the Christmas parade and will be assisting the organization with the application for the Downtown Largo Events and Promotion Assistance Program.

A-5. Downtown Largo Merchant Association Meeting

Economic Development Manager Brydon attended the Downtown Largo Merchants Association meeting on July 10. Ms. Brydon presented to the group the West Bay Drive Urban Trails concept and spoke about the new incentive program being designed for the West Bay District. The participants discussed the sale of the City-owned properties in the downtown and Ms. Brydon informed them that there were two on the market for sale, one of which has several offers. The 500 Block of West Bay Drive is available as well. Also discussed with the attendees, including Commissioner Robinson, was the integration of signs recognizing Downtown Largo in the Urban Trails project and the upcoming transportation improvements and projects (a multimodal station) in downtown Largo.

A-6. New Largo Businesses – Week ending July 6, 2013

| Name of Business | Address | Type of Business |
|---------------------------|--------------------|----------------------------------|
| O'Reilly Auto Parts #4413 | 8651 Ulmerton Rd | Auto Parts Store |
| Largo Eclectic Mall | 211 Missouri Ave N | Antiques & Collectibles |
| B & B Hair Salon | 57 Auburn St NE | Hair Salon & Alteration Services |
| Oral Matthews Retail | 10 N Missouri Ave | Mobile Vendor |

A-7. Art Show at Library

Library Director McPhee reports that this month's art gallery show, Geometric Inspirations, combines artist Janet Aponte's paintings and poetry. The artist attempts to make abstract art more accessible to the public with the use of very basic geometric forms and simple, yet dramatic colors. Familiar forms such as triangles, circles, squares and straight lines commonly found in nature are the basis for the paintings. The artist's poetry offers an interpretation of the painting. Even with this prompt, visitors are encouraged to use their imagination too. The effect is an eye-catching and thought provoking experience for library patrons. It was designed as a library exhibit for adults and children and continues through the month of July.

A-8. Sanitary Sewer Overflows

Environmental Manager Soldo reports that the following Sanitary Sewer Overflows occurred between July 3 and July 6:

- Kent Place and Belcher Road
 - On 07/03/13 a valve failure and heavy rain caused a sanitary sewer overflow of approximately 200,000 gallons of domestic wastewater which entered Allen's Creek water basin. Environmental Services crew raked, cleaned and applied lime to disinfect the impacted areas along Kent Place Road. City staff has evaluated the collection system valve failure and has coordinated with City Engineering to take necessary steps to prevent this type of incident occurring in the future. The valve replacement started on 7/10/13 and is scheduled for completion 7/11/13. The overflow was reported to FDEP and State Warning Point. City staff has taken samples in Allen's Creek for further laboratory analysis.
- Lancaster Drive and Alicia Way
 - On 07/03/13 a valve failure and heavy rain caused a sanitary sewer overflow of approximately 66,000 gallons which entered Allen's Creek water basin. City staff is currently evaluating the

valve failure and preparing to take steps necessary to prevent this type of incident occurring in the future. The overflow was reported to FDEP and State Warning Point. City staff has taken samples in the field for further laboratory analysis.

- Donnegan Road to Lake Avenue
 - On 07/03/13 heavy rain caused a sanitary sewer overflow of approximately 200,000 gallons which entered Lake Seminole water basin. City staff applied lime in order to disinfect the impacted area. The Wet Weather project that is budgeted within the City's Capital Improvement Plan is designed to provide adequate capacity and eliminate these types of overflows in the future once the project is completed. The overflow was reported to FDEP and State Warning Point. City staff has taken samples in the field for further laboratory analysis.
- Angler Lane and Indian Rocks Road
 - From 07/04/13 to 07/05/13 a pump failure caused a sanitary sewer overflow of approximately 47,250 gallons of domestic wastewater to be discharged. Of this approximately 47,250 gallons entered McKay Creek water basin. The City crew resolved the issue that caused this overflow by removing plastic debris from the two lift station pumps. The overflow was reported to FDEP and State Warning Point. City staff has taken samples in the field for further laboratory analysis.

A-9. Duke Energy Tree Pruning

Assistant Parks Superintendent DePappa reports the Parks Division has received a letter from Duke Energy advising that crews will be pruning trees along the electric lines during the third quarter of 2013.

The letter constitutes the notice required by Florida Statute 163.3209. The majority of pruning activity will occur on lateral lines, some of which will require climbing in rear lot areas. The two areas in Largo which will be affected are:

- Ulmerton West - 13018 101st Street North Largo, Florida
- Cross Bayou - 10250 Belcher Road Largo, Florida

Falling trees and branches are a leading cause of power outages. Duke Energy's progressive tree care practices help minimize outages during storms. Duke Energy Florida has been recognized for its tree care practices with the distinctive Tree Line USA designation from The National Arbor Day Foundation. The crews work to balance the need for reliable electric power with sensitivity for the environment and aesthetic considerations. Tree crews use a technique known as directional pruning, which is endorsed by The National Arbor Day Foundation and the International Society of Arboriculture. Qualified employees are supervised by certified arborists.

To learn more about Duke Energy's tree care practices, see their Know Where You Grow campaign at <https://www.duke-energy.com/environment/>.

Other Items of Interest

- M-1.** Aquatics Supervisor Abdo is pleased to report the following status of American Red Cross Swimming Lessons offered at the Highland Family Aquatic Center:

The Learn to Swim lessons at the Highland Family Aquatic Center have been very successful during the month of June and registration is strong for July. The first session of Learn to Swim lessons on Monday/Wednesday and Tuesday/Thursday just finished, and both were at registration capacity. The second session began July 8 and 9, and are both at registration capacity with 30 participants each.

Both parent/child classes on Monday/Wednesday evenings have also been at registration capacity, and the demand is so high, an additional six spaces have been added to each class to accommodate the waiting list. It was the same with the second session. However, instead of continuing to add spaces, a

third class was added at 7:30 pm. The first two classes are at full capacity and the new class is beginning to grow.

The weekly morning classes, Monday through Thursday have also been popular since the beginning of lessons on June 10.

Camper swim lessons have gone well with the 8:30 am and 9:00 am classes both at full capacity since the beginning of summer.

M-2. Cultural Center Operations Manager Seaman reports:

- New season subscriptions went on sale for Eight O' Clock Theatre on July 1. The box office sold ninety season subscriptions collecting \$9,000 in ticket revenue.
- The box office sold an additional two hundred tickets to various upcoming productions collecting \$1,900.
- Eight O' Clock Theatre's production of "Lost at Sea" a new musical by Pinellas County native, Jason Tucker, opens July 12.

M-3. Southwest Program Manager Croft is pleased to report the Fitness Room received its first quarterly maintenance that addressed the ellipticals, treadmills, bikes and weight equipment that needed to be repaired.

M-4. Highland Complex Recreation Program Manager Pincince reports that there have been 741 drop in basketball participants since the opening of the facility.

M-5. Largo Central Park Supervisor Wright reports the following projects were completed by the Largo Central Park Crew:

- Supervised five community service workers
- Supervised one Bright Future Scholarship student
- Planted yellow Marigold flowers on Central Park Drive
- Set up and tear down for the July 4 celebration which included the Stage, 200 chairs, 28 tables, 75 trash receptacles, 10 X 10 tent and 2,000' of temporary fencing
- Sprayed weeds in Largo Central Park using three gallons of Round Up
- Sprayed weeds at the Library using nine gallons of Round Up
- Trained staff on pruning trees in Lot 3 of Largo Central Park
- Cleaned and inspected the Largo Central Park Nature Preserve
- Replaced two irrigation decoders and solenoids
- Weekly maintenance of 180 parkland acres at Largo Central Park Nature Preserve, Central Park and the library including openings, closing, grounds maintenance, mowing, trash, bathrooms, blowing, boardwalks and hardscape inspections
- Serviced 13 reserved shelters

M-6. Facilities Manager Harwood provides the following updates:

- Phase III of the Highland Recreation Center project is progressing on schedule. The underground stormwater system installation should be completed by the end of this week. The restroom building adjacent to the baseball field is 90% complete. Duke Energy installed a new electrical transformer for the tennis courts and baseball field lighting.
- The Police Department Hardening project remains on schedule. The contractor has completed the stucco work on the fascia and has painted the south, west and east elevations. All exterior doors

have been replaced and connected to the security system. Tension straps are being installed in the attic space. The scaffolding has been removed on the south and west sides of the building. The installation of the standing seam metal roof is 65% complete.

- The installation of the athletic field lighting at the Southwest Recreation Center was completed last week. Testing and inspections will be scheduled and performed over the next weeks.
- The contractor has mobilized to start the installation of the athletic field lighting at the Belcher Soccer Complex. The start of this project was delayed several days due to heavy rainfall. Demolition of the existing poles and netting systems has been completed. Work has begun on the replacement of the electrical service for the new lights.
- Window film was installed on the windows of the Environmental Services Administration Building at the Wastewater Treatment Facility. The new film will provide a reduction of heat entering the facility which will result in a significant savings in utility costs. The film is rated to resist wind and projectiles up to 130 mph.

M-7. Facilities Maintenance Coordinator Burriss worked with Library staff on the installation of the new book drop system. The system installation was completed last week. New wall chutes were constructed and installed to accommodate the new equipment.

M-8. Streets and Stormwater Supervisor Hoston advises that the construction crew worked on the following projects:

- Installed 40 feet of 6" underdrain pipe on 127th Place N
- Installed a driveway apron at 10401 127th Place N
- Cleaned the drain box at the wash pad in the Public Works yard

M-9. Streets and Stormwater Supervisor Henry advises that the maintenance crew worked on the following jobs:

- All mowers worked throughout the City removing high vegetation
- Sweepers were on routes picking up debris from storms
- Asphalt crew worked on service requests regarding pot holes, road grading and washout repair
- Menzi is currently working on the Tall Pines North Bank

M-10. Spray Technician Doolittle performed aquatic treatment at New Haven Subdivision - treated 8 acres of Hydrilla with Clearcast.

UPCOMING MEETINGS & EVENTS

Master Calendar

| | | | |
|---|--|--|---|
| <p>Jul 12 Friday</p> <p>9:00am CWA Bargaining Session <i>Commission Chamber</i> JOINT TRANS/LAND USE WORKING GROUP <i>Community Room</i></p> <p>1:00pm Homeless Leadership Board <i>Suncoast Hospice</i></p> | <p>Jul 15 Monday</p> <p>8:00pm FAB Budget Review <i>Community Room</i></p> | <p>Jul 16 Tuesday</p> <p>1:00pm PCCLB Hearing <i>1g_room_community</i> <i>-dg_room_community@largo.com></i></p> | <p>Jul 17 Wednesday</p> <p>8:00pm Finance Advisory Board Meeting <i>1g_room_community</i> <i>-dg_room_community@largo.com></i></p> |
| <p>Jul 18 Thursday</p> <p>8:00am New Employee Orientation/Discrimination <i>Community Room</i></p> <p>1:30pm Code Enforcement Board Hearing <i>Commission Chamber</i></p> | <p>Jul 22 Monday</p> <p>8:30pm Recreation, Parks and Arts Advisory Board <i>Recreation Conference Room</i></p> | <p>Jul 23 Tuesday</p> <p>8:00pm Charter Review Committee Meeting <i>Community Room</i></p> | <p>Jul 24 Wednesday</p> <p>9:00am PSTA Board of Directors Meeting <i>PSTA Headquarters</i></p> |
| <p>Jul 29 Monday</p> <p>8:00pm CDAB Meeting <i>OMB Conference Room</i></p> | <p>Aug 01 Thursday</p> <p>8:00pm Planning Board <i>1g_room_comms_chamber</i> <i>-dg_room_comms_chamber@largo.com</i></p> | <p>Aug 02 Friday</p> <p>1:00pm Homeless Leadership Board <i>Suncoast Hospice</i></p> | <p>Aug 05 Monday</p> <p>8:00pm Finance Advisory Board Meeting <i>OMB Conference Room</i></p> |

Commission Action Items Update for Week Ending July 11, 2013

July 9, 2013. Work Session

1. Commissioner Robinson requested that staff look into signage directing visitors to Largo's downtown.

Please see Item 5-A.

2. Request by Commissioner Holmes that staff provide information on the aggregate stop loss for the PRM member.

Human Resources Director Sinz reports that staff has followed-up with PRM to get the information on the aggregate stop loss for the PRM member. Once that information becomes available, it will be shared with the City Commission.

3. Request by Commissioner Holmes that staff provide a history of PRM's surplus per year for the last ten years in the City Manager's Report.

Human Resources Director Sinz reports that staff has followed-up with PRM to get the history of PRM's surplus per year for the last ten years. Once that information becomes available, it will be shared with the City Commission.

July 2, 2013. Regular Meeting

1. Request by Vice Mayor Brown for information on why the tree under-lighting downtown was turned off.

City Manager Craig reports that the West Bay Drive under-lighting on the north side was limited in illumination because of the over head street lights and passing automobile headlights and was turned off several years ago. The tree under-lighting system only exists on the north side of West Bay Drive.

Parks must determine if the lighting on the north side is still good. The wiring on the north side was installed when the sidewalk was constructed and the trees were planted. The south side of West Bay Drive does not have wiring for a lighting system installed and it will likely be very expensive to light the trees on the south side of West Bay Drive. Parks Superintendent Brown is investigating the cost to repair or replace the existing lights on the north side with LED lighting. Once more information becomes available, the City Commission will be informed.

UPDATE: Parks Superintendent Brown reports that a continuity check of the entire run indicated that there is a break somewhere. It could not be determined where without digging into the tree roots.

The lights are only installed from La Pizza to West Bay Garage and the cost to replace the lights totals an estimated \$4500. This amount does not include finding and repairing the wiring system. A copy of Mr. Brown's e-mail has been attached to this City Manager's Report.

2. Request by Commissioner Holmes that a letter be sent regarding trash in the pond at Fulton and East Bay.

City Engineer Dicus reports that staff has submitted a request to the Florida Department of Transportation (FDOT) Pinellas Maintenance office to perform cleaning of their stormwater pond located on the southwest corner of East Bay Drive and Fulton Drive. When staff receives a response from FDOT as to when the ponds will be cleaned, the information will be shared with the City Commission.

March 5, 2013, Regular Meeting

1. Request by Mayor Gerard to provide an estimate of the number of pending annexations for properties contiguous to the city limits.

Economic Manager Brydon reports that there are approximately 340 annexation agreements that are eligible and contiguous to the City of Largo municipal boundaries. The majority of them are single family residential. This issue is scheduled for the September Work Session to provide the City Commission an update and seek guidance on the annexation program.

2. Request by Vice Mayor Brown for staff to draft an ordinance which provides business owners the option of allowing outdoor dining with pets at their establishments.

UPDATE: Ordinance 2013-44, amending the Comprehensive Development Code to allow patrons' dogs in designated outdoor dining areas, was presented to the Planning Board at their June 6 meeting. Of the six members attending the meeting, five were in support of the ordinance subject to certain conditions and one member was not in support of the ordinance. The Board requested that the ordinance include language that restricts restaurant servers from touching the dogs, that owners be required to tether their pet dogs, and that the maximum leash length be four feet for dogs in designated outdoor dining areas. Assistant City Attorney Hale will be researching whether the requested language is consistent with the state statute. The ordinance is scheduled for First Reading at the July 16 City Commission Meeting.

PROPOSED WORK SESSION SCHEDULE

| | | | |
|--|---|--|---|
| <p>Aug 13 Tuesday</p> <p>5:00pm 01 Sunshine Law Update (CA)</p> <p>8:00pm 01 Recycling Update (PW) 02 Wet Weathering Monitoring and Pumping 03 West Bay Drive Trailhead (CD) 04 Highland Avenue Right-of-Way Transfer</p> | <p>Aug 16 Friday</p> <p>12:30pm Special Work Session - FY 14 Budget Review</p> | <p>Sep 10 Tuesday</p> <p>8:00pm 01 Annexation Update (CD) 02 Head Works Project (ES/CD)</p> | <p>Oct 08 Tuesday</p> <p>8:00pm 01 Largo Citywide Watershed Basin Study 02 Trotter Community Streets Improvement (CD) 03 Largo Mall Special Area Plan (CD)</p> |
| <p>Nov 12 Tuesday</p> <p>8:00pm 01 Station Area Plan (CD)</p> | <p>Dec 10 Tuesday</p> <p>8:00pm Future Work Session</p> | | |

Work Session

Zimbra

ameyers@largo.com

Fwd: Westbay Low volt Lights

From : Amy Meyers <ameyers@largo.com> Fri, Jul 12, 2013 08:50 AM
Subject : Fwd: Westbay Low volt Lights  3 attachments
To : Amy Meyers <ameyers@largo.com>

From: "Greg Brown" <gbrown@largo.com>
To: "Norton \"Mac\" Craig" <ncraig@largo.com>
Sent: Thursday, July 11, 2013 9:49:02 AM
Subject: West Bay Low volt Lights

Mac,

There were 8 well lights on West Bay Drive. Continuity of the wires could not be established without digging into the roots. We did check continuity of the whole run and there is a break in it somewhere.

This is an estimate we have worked up for you according to how we installed it originally.

Outdoor Well lights \$250 each

8 lights x 250 = \$2000

1500w transformer \$500

Misc supplies wire,nuts,tape \$200.00

\$2700.00 for supplies and materials

Labor \$1500-\$2000,

Total \$4500.00

The lights were only installed form La Pizza Mia to West Coast Garage in the tree wells. Once installed with all the street lighting they did not make a very big impact.

I would suggest using what downtown Safety Harbor does for more impact. They use LED rope lights on the trunks of their oaks that are on every night of the year. The cost for that installed by a contractor would be well over \$30,000 with all the boring that would need to be done. Plus a little for maintenance each year.

Thank You,

Greg Brown FCLD, CPRP, ISA-CA, CPSI
Parks Superintendent, City of Largo
Recreation, Parks & Arts Department
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727-586-7415
<http://www.largoparks.com>