



# The Week in Perspective

## City Manager's Report

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

Report No. 1173  
October 9, 2015 – October 15, 2015

### Administrative Issues

#### **A-1. Road Depressions**

Environmental Services Utilities Supervisor McMath reports that Line Maintenance staff recently received a call for a depression on Missouri Avenue, south of Rosery Road. Staff set up Maintenance of Traffic (MOT) and CCTVed the manhole. Cracks were found in the 8" gravity line on both the upstream and downstream of the manhole. The repair has since been turned over to Engineering.

In addition, staff responded to an emergency on 58th Street North, north of Ulmerton and south of 142nd, regarding another road depression. Proper MOT was established and staff cleaned and CCTVed the lines leading into the manhole. It was determined that the sewer line had collapsed under the roadway. Engineering has arranged the repair through All American Concrete.

#### **A-2. McMullen Road Sanitary Sewer Expansion and Sidewalk Improvement Project – Lane Closures**

Interim City Engineer Tanberg reports there will be lane closures along McMullen Road during construction as the contractor installs approximately 650 linear feet of new gravity sanitary sewer line between Lake Avenue and Alternate Keene Road. The contractor recently closed Rosery Road for a brief time to cut and clear trees to construct the new line and a new five foot wide ADA compliant sidewalk to improve pedestrian safety. Intermittent lane or road closures on McMullen Road will be necessary during construction. Construction began October 12 and the project is expected to be complete on December 12.

#### **A-3. Wet Weather Project: 150th Avenue North Closed at 62nd St. N. and 58th Street North**

Interim City Engineer Tanberg reports the following road closures associated with the Wet Weather project:

- 150th Avenue N. closed at 58th St. N. - traffic is being re-routed south on 58th St. to Ulmerton Road, to US 19 N. Local traffic is allowed: businesses, schools and residences.
- 150th Avenue N. closed at 62nd St. N. - traffic is being re-routed north on 62nd St. to Roosevelt Blvd. to 58th St. Local traffic is allowed: businesses, schools and residences. The detours will begin October 12 and continue through October 31.
- Donegan Road - Donegan Road partial lane closure begins the week of October 19 for the horizontal directional drilling tie-in and jack & bore from 16th Ave. SE adjacent to the CSX railroad tracks. The public is advised to use caution when in the area.

#### **A-4. Enclave Annexation Agreements Canceled**

Economic Development Manager Brydon would like to inform Largo Commissioners that on October 13, five Annexation Agreements (AA) were removed from the City's active annexation list and voided. These AAs did not return the required Petitions for annexation and after several notices, they were sent a letter informing them that their AA was voided. All of the properties will no longer be eligible for in-City services (trash, discount on sewer and recreation).

**A-5. Largo Small Business Month**

Economic Development Manager Brydon and Program Planner Rojas-Norton report that on October 22, the City will run the first of a series of advertisements in the Largo Leader to promote the upcoming activities associated with Largo Small Business Month in November. A proclamation in celebration of Largo Small Business Month is scheduled for the November 3 City Commission Meeting. This year's Small Business Month activities include:

- A moratorium adopted by the Mayor and City Commission on temporary event fees in November. This program is intended to facilitate businesses to have sidewalk sales and events to encourage residents to shop local.
- Largo Business Networking Night, a free event for businesses, will be held at the Largo Cultural Center, on November 4, from 5:30 to 7:30 pm in the Parkview Room. Businesses will have an opportunity to network, meet developers and business owners from the community, and learn more about Largo's business services and programs.
- The second Annual "Best of Largo Awards" is once again sponsored by the City with the *Largo Leader*. Participants can vote for their favorite Largo businesses in four different categories starting on October 29 via the newspaper's website or by mailing in the ballot found in the *Largo Leader* newspaper. Voting will end on November 19. Winners of the contest will be announced by the newspaper the following week.

This is the fourth year the Largo City Commission has recognized Largo's small businesses. The month long event is intended to celebrate local entrepreneurs, their success stories and contribution to the community, and to encourage local support to ensure that Largo's businesses can continue to compete, succeed and grow. More information regarding Largo Small Business Month can be found at [www.largo.com/ecodev](http://www.largo.com/ecodev)

**A-6. New Largo Businesses – Week ending October 10, 2015**

Name of Business	Address	Type of Business
Ross Dress for Less #1774	5220 East Bay Dr	Retail sales of family clothing, accessories and home accents
Brahmesh Sivaprakasapillai	1301 2nd Ave SW	Medical doctor
Coffin, Robert D. D.O. Diagnostic Clinic	1301 2nd Ave SW	Osteopathic physician

**A-7. LED Light Conversion Update**

Director Usher reports the Duke Energy LED light conversion is moving forward. As of October 9, they are 100% complete with the inventory and 95% complete with the GIS mapping. They are 28% complete with the fixture installation, and their contractor is averaging 80 fixtures per week. They anticipate the installations will be completed City-wide at the end of January.

**A-8. Citizens' Academy**

This week's Citizens' Academy session was hosted by the Environmental Services Department. Director Kety welcomed the class and provided a tour of the department's vehicles and equipment. Environmental Services staff members were on hand to explain the equipment they use. Staff also updated the class on the campaign to keep fats, oils and grease out of the sewer system. Next, there was a tour of the laboratory and a demonstration of the new Spectrometer. The tour of the plant site tour was modified from previous years due to projects under construction, however they were able to view the headworks and pump construction area via a hayride. This was a fun and safe way to learn about these important projects. Next was a visit to the pelletizing facility and a presentation by Reclaimed Water staff. The class then had dinner during a question and answer session with Director Kety. All class members were given samples of Largrow as a souvenir. A special thanks goes out to Jennifer Eaton, Special Projects

Coordinator, for once again putting on a great session. Next week the class will meet at the Data Center for the IT portion of the evening, followed by dinner and behind the scenes tour at the Library.

**A-9. Fire Special Assessment**

OMB Manager Semones Reports that the non-binding resolution noticing the intent to utilize the tax bill collection method for the Fire Special Assessment will be brought to the City Commission for approval at the December 1, Regular City Commission meeting. This resolution requires four consecutive weeks of advertisement prior to the City Commission taking action; therefore, the advertisements will begin the week of November 2. Staff will also request authorization to move forward with Phase II of the Fire Special Assessment Program on December 1.

**Other Items of Interest**

**M-1.** Recreation, Parks and Arts Director Byrne reports that the new Southwest Fitness Zone is now open, and is free to use during park hours. The fitness zone is located at the far northeast corner of the Southwest Recreation Complex Park, and is near the basketball courts. The Fitness zone includes eight pieces of equipment that give a total body workout. Equipment includes:

- Five person multilevel bars
- Two person sit up inclines
- Two person air walker
- Two person cross country ski
- Two person back and arms combo
- Lateral pull down
- Two person accessible chest press
- Single reverse fly
- Four person leg press

The project was a partnership between the City of Largo and the Department of Health in Pinellas County through a grant from the Center for Disease Control and Prevention, called Partnerships to Improve Community Health (PICH).

**M-2.** Highland Recreation Program Manager Pincince reports:

- The childcare staff from the Recreation, Parks and Arts Department attended an annual training on October 9 to complete their required training hours. This training included incorporating fitness into childcare, an overview of the Promise Time program from the Pinellas County School Board, Pinellas County Licensing Board Guidelines and Behavior Management.

- The following are the attendance numbers for Highland Recreation Complex for the month of September:

Facility Attendance	23,334
Fitness Room Users	2,994
Memberships Processed	441
Walking Track Users	1,356
Drop in Basketball Players	251
Playworld Admissions	1,176

- Ten teenagers from the community participated in the new Teen Advisory Program meeting held on October 12 at Highland Recreation Complex. The participants began the process of developing the

outline for a community based program that will give teens the opportunity to voice their opinion regarding community issues and become involved by completing service projects. The next meeting will be on November 9 at Southwest Recreation Complex.

**M-3.** Southwest Program Manager Croft is pleased to report:

- The Pint Size Pumpkin Patch event on October 10 had 175 participants.
- The tennis social on October 9 had 16 participants.
- The Voluntary Pre Kindergarten program has 10 participants enrolled. This is a 40 % increase from 2014.

**M-4.** Athletics and Golf Course Manager Potts reports that the Athletics Division and Southwest Recreation Complex hosted a youth flag football clinic on October 10, in Largo Central Park. The clinic was preseason opportunity to play flag football and work on skills. This was also a recruiting opportunity to generate more interest in flag football. The 20 participants rotated through a series of drills and skill activities. The regular season starts on October 14, and will continue with programs in the Athletics Division and at Southwest Recreation Complex.

**M-5.** Aquatics Supervisor Abdo is pleased to report that the Soggy Doggy Splash Party was a great success allowing dogs of all breeds and sizes to run, splash and play chase at the Highland Family Aquatic Center on October 3. There were 60 small dogs during the morning session and 188 large dogs in the afternoon session. Overall the event had 248 dogs on Saturday and 100 dogs at the rain filled Sunday bonus day.

Splash's Snack Bar was open both days and collected \$600. The admission for Saturday totaled \$1,170 and on Sunday \$459.

This was the eleventh year for the event with Pet Supermarket as the title sponsor and event sponsors including David Wright Photography, Avian and Animal Hospital and Toppers Creamery.

**M-6.** Cultural Center Operations Manager Seaman is pleased to report:

- During the last week, the Box Office sold 633 tickets to 65 upcoming productions. Ticket revenue was \$14,866.
- On October 6, international recording artist, Hiromi Uehara and her band performed in the Tonne Playhouse. There were 244 patrons in attendance with \$8,316 in ticket revenue. Concession and merchandise sales totaled \$926.
- On October 9, a wedding was held in Largo Central Park with a reception in the Parkview Room. There were 80 guests in attendance, and bar sales totaled \$400.
- In the evening on October 9, a wedding ceremony took place on the brick patio at the Historic Largo Feed Store, and the reception was held inside. There were 80 guests in attendance. Bar revenue was \$425.
- On the morning of October 10, AAA Travel sponsored a presentation in the Parkview Room with Holland Cruise Lines themed "On Stage Alaska." There were 175 guests.
- On the afternoon of October 10, two wedding receptions were occurring. The first, with 60 people in attendance, was held in Largo Central Park. The second was a wedding ceremony held on the brick patio of the Historic Feed Store with the reception held inside. There were forty guests and the bar revenue was \$500.

**M-7.** Assistant Parks Superintendent Christman reports the following projects have been completed by the Tree Crew:

- Trimmed low limbs and branches on various streets.
- Trimmed palm trees at Fire Station #41.
- Trimmed low branches and removed dead branches on trees throughout Largo Central Park in preparation for installation of holiday lights.

- Removed limbs impeding bus traffic at 1007-1009 Jackson Street.
- Removed limbs that had been broken by delivery truck on East Rosery Road.
- Removed limb blocking the lane of traffic on Rosery Road at 11th Street NW.
- Trimmed oak trees on the west side of City Hall.

**M-8.** Parks Contract Supervisor Hinrichs reports the following projects have been completed by the Parks Maintenance Staff, Community Support Crew and the City Spray Technician.

Inmate Crew:

- Spread 29 tons of pebble stone on the ground at the Highland Recreation Complex fitness zone.
- Removed bamboo plants along the fence line at Lake Villa Park.
- Spread approximately ten yards of crushed granite on the ground at the new Southwest Recreation Complex fitness zone.
- Cut the grass, edged the street curbs and weed whacked the Largo Nature Preserve.
- Delivered chairs and tables to the Community Center.
- Delivered chairs, tables and a gas grill to Bonner Park.

Spray Technician:

- Treated City Hall, Highland Recreation Complex, and the Community Center with Top Choice Insecticide to help control the fire ants that are in the turf.

**M-9.** Parks Athletics Supervisor Gow reports the following items:

- Completed irrigation repairs at several different locations.
- Applied a chemical treatment on the fields.

**M-10.** McGough Nature Park staff are pleased to report:

- This week, McGough Nature Park received \$300 in gift shop sales, classroom rentals, shelter rentals, turtle food sales and donations to the park.
- Over 450 visitors came through the Nature Center.
- The Birds of Prey volunteers donated 60 hours caring for the birds, an additional 40 hours were donated by other park volunteers.
- Over \$380 was generated by the Raptor Team through off site donations.
- On October 10, the Fall Family Camp Out took place with over 75 local residents gathering around the camp fire to eat s'mores and spend a night under the stars.

**M-11.** Streets and Stormwater Supervisor Anderson advises that the open conveyance crew performed the following tasks:

- Mowed the drainage canal on Michigan Drive from Roosevelt Boulevard to 150th Avenue.
- Mowed McKay Creek from West Bay Drive to Belleair Bluffs.
- Removed Brazilian Pepper trees from the drainage canal on Georgianna Street.
- Restored ditch slope caused by a washout along a drainage canal between Rosetree Village and Rancho Village.
- Mowed the drainage canal along Balboa Lane to Cambridge Drive.
- Mowed the drainage canal on Seacrest Drive from Sherwood Drive going north to Keene Park Drive
- Removed sedimentation and overgrowth from the drainage canal heading east along Rosery Road

and heading north towards St. Paul's Drive.

- Removed trees from the drainage canal at 2703 Bluffs Drive.

**M-12.** Streets and Stormwater Supervisor Leiser advises that the construction crew worked on the following projects:

- Poured a driveway apron for the Environmental Services Department at 2766 Keene Park Drive.
- Filled in a depression at Hillsdale Avenue and Martin Street.
- Replaced and repaired 24' of sidewalk at 2901 Rosery Road NE.
- Replaced and repaired 15' of sidewalk at 938 Imperial Drive.
- Filled in a depression in the roadway on Sunnybrook Lane.
- Asphalt crew paved a 2' x 15' cut out at 1904 Granada Court
- Repaired numerous potholes throughout the City.
- Repaired an underdrain line at 705 Shore Drive.

**M-13.** Streets and Stormwater Foreman Weaver advises that the MS4 crew worked on the following:

- Inspected reinforced concrete pipe (RCP) at 1024 Beverly Ave NW and 11th. Street NW.
- Inspected RCP at 1801 Martin Street and Hillsdale Ave.
- Took down flow meter tower at Fuguitt Elementary.
- Hydro-excavated underdrain pipe on Shore Drive.
- Inspected corrugated metal pipe (CMP) at Belcher Elementary.
- Inspected CMP on 4th Avenue NW and 10th Street NW.
- Inspected CMP on Ashbury Drive.
- Street sweepers worked on their regularly scheduled routes throughout the City.

**M-14.** Spray Technician Doolittle performed aquatic treatment at the following locations:

- Rosery Road guardrails - treated 2.5 acres of mixed vegetation.
- New Haven bridge - treated .5 acres of Water Lettuce and Water Hyacinth.

**M-15.** Recycling Coordinator Segundo reports that she promoted the Non-Recyclable Innovations Contest on Fox 13's Good Day Tampa Bay on October 10. The interview can be seen at the following link: <http://www.fox13news.com/good-day/31842029-video>.

The City of Largo NonRecycleable Innovations Contest challenges 'Junk Geniuses' to show off their repurposed rubbish to win prizes. Participants of all ages are invited to this online contest, which challenges them to construct useful items consisting of at least 75 percent discarded material.

Innovators will be vying for innovative prizes such as solar-powered chargers for large and small electronics, a solar-powered back pack, and solar toys. One prize per five age categories will be awarded by the City of Largo's Green Team. One Facebook Choice Award will be selected by Largo Recycles Facebook followers. Deadline for entry including photo submission and entry description is October 31. Facebook voting runs from November 1-12 at [Facebook.com/LargoRecycles](https://www.facebook.com/LargoRecycles). In honor of America Recycles Day winners will be invited to receive their prizes on television. Interested innovators can apply online at [LargoRecycles.com](http://LargoRecycles.com) or by calling (727)586-7424 for more information.

**UPCOMING MEETINGS & EVENTS**

Master Calendar

<p><b>Oct 16</b> Friday</p> <p>11:30am                  Suncoast League of Cities                  Seminole</p>	<p><b>Oct 20</b> Tuesday</p> <p>5:00pm                  Audit Committee                  "lg_room_a_conference"                  -lg_room_a_conference@largo.com</p>	<p><b>Oct 22</b> Thursday</p> <p>1:30pm                  Biannual Supervisory Training                  Community Room</p>	<p><b>Oct 26</b> Monday</p> <p>6:00pm                  Joint CDAB &amp; CRAAB Meeting                  "lg_room_community"                  -lg_room_community@largo.com</p> <p>6:30pm                  RPA Advisory Board Meeting                  City Hall - RPA Conference Room</p>
<p><b>Oct 28</b> Wednesday</p> <p>9:00am                  PSTA Board of Directors Meeting                  PSTA Headquarters</p>	<p><b>Oct 29</b> Thursday</p> <p>1:30pm                  Code Enforcement Board                  lg_room_comms_chamber@largo.com</p>	<p><b>Nov 05</b> Thursday</p> <p>6:00pm                  Planning Board                  "lg_room_comms_chamber"                  -lg_room_comms_chamber@largo.com</p>	<p><b>Nov 09</b> Monday</p> <p>1:30pm                  Area Agency of Aging Advisory Council Meeting                  1501 N. Belcher Rd., Clearwater, FL</p>
<p><b>Nov 10</b> Tuesday</p> <p>8:00am                  New EE Orientation                  Community Room</p> <p>1:00pm                  PPC/MPO Meeting                  County Courthouse</p>	<p><b>Nov 13</b> Friday</p> <p>11:30am                  Suncoast League of Cities                  Oldemar</p>	<p><b>Nov 18</b> Wednesday</p> <p>1:00pm                  MPO/PPC Meeting                  310 Court Street, Clearwater, FL 33756</p> <p>6:00pm                  PWES Advisory Board Meeting</p>	<p><b>Nov 26</b> Thursday</p> <p>1:30pm                  Code Enforcement Board                  lg_room_comms_chamber@largo.com</p>

## **Commission Action Items Update for Week Ending October 8, 2015**

### October 6, 2015, Regular Meeting

1. Request by Commissioner Holmes that staff provide a listing of all of the equipment added to Fire Rescue vehicles in the City Manager's Report.

*Chief Willis reports below is a list of equipment typically purchased with each new vehicle. The equipment has been broken out by vehicle type as the equipment differs depending on the use of the apparatus.*

*As vehicles are purchased from the State Bid, various items are included in the base price for example, light package, Police Pursuit Package (PPV), and extra batteries. This is dependent upon the dealer. Fleet and the Fire Rescue Logistics Division research the best package prior to purchase.*

*Squad 38:*

*Cost: Purchase Price \$582,847*

*Approximate Up-fitting: \$65,700*

*Total: \$648,547*

*New Equipment:*

*Thermal Imager: \$9,805*

*Radio headset intercom: \$820*

*4-gas monitor: \$1,330*

*Mobile radio: \$5,184*

*2 portable radios: \$11,864*

*Mobile data computer with dock: \$5,414*

*Ventilation Fan: \$2,017*

*Air Chisel and Impact Gun with socket set: \$2,261*

*Hydraulic O-Cutter: \$4,995*

*Hydraulic Hose: \$6,652*

*Res-Q-Jack vehicle stabilization crutches X 4: \$10,060*

*Windshield cutter: \$500*

*High-pressure lift bags: \$5,000 to \$10,000*

*Various hand tools*

*Rescue 41:*

*Cost: Purchase Price \$171,990*

*Approximate Up-fitting: \$31,200*

*Total: \$203,190*

*New Equipment:*

*Mobile radio: \$5,184*

*2 portable radios: \$11,864*

*Mobile data computer with dock: \$5,414*

*Various hand tools*

*Engine 38:*

*Cost: Purchase Price \$582,847*

*Approximate Up-fitting: \$65,700*

*Total: \$648,547*

*New Equipment:*

*Fire hose: \$14,143*

*Nozzles: \$6,660*

*Mercury ground monitor: \$2,405*

*5" Storz ball intake valves X 2: \$2,500*

*Apollo ground monitor: \$2,266.27*

*Thermal Imager: \$9,805*

*Radio headset intercom: \$820*

*4-gas monitor: \$1,330*

*Mobile radio: \$5,184*

*3 portable radios: \$17,796*

*Modem: \$2,766*

*Mobile data computer with dock: \$5,414*

*3 fire extinguishers: \$421*

*Various hand tools and appliances*

2. Request by Commissioner Fenger that staff provide a history of the JAG Grant, to include when grant funds were used for community outreach and switched to being used for equipment and what the grant can be used for in the future.

*Chief Undestad reports that staff is currently researching this request for information. Once available, the information will be reported in a future CM Report.*

#### October 13, 2015, Work Session

1. Request by Commissioner Fenger for the updated number of non conforming pole signs that have been converted to monument signs, less those located along US 19, to be placed in the City Manager's Report.  
*Community Development Director Stricklin reports that staff will research this information and distribute to the City Commission once obtained.*
2. Request by Commissioner Holmes that staff look into why special assessments were eliminated.  
*Assistant City Manager Schubert reports that he is currently researching information pertaining to the special assessments. Once more information is obtained, it will be distributed to the City Commission.*
3. Request by Commissioner Holmes that the City Manager contact FDOT regarding continuous noise from the crossing light at the Seminole Blvd./East Bay Drive intersection.  
*City Manager Craig reports that he has contacted FDOT.*
4. Request by Commissioner Fenger that Fire staff be invited to provide their input on the proposed fire

assessment fee at the next meeting on this subject.

*Fire Chief Willis reports that staff has received a survey to be returned on October 20. Once the information is received the results will be compiled and will be distributed to the City Commission.*

5. Request by Commissioner Fenger for a Police Officer to staff a Get to Know Your Neighbor event at Southwest Recreation Center on October 18.

*Recreation, Parks and Arts Director Byrne reports that the Get to Know Your Neighbor event is not scheduled at Southwest Recreation Center. A group of neighbors has agreed to hold an informal meeting at a park shelter, but RPA staff was not aware of the meeting. Staff is awaiting contact information to try and reach out to the group.*

## PROPOSED WORK SESSION SCHEDULE

Work Session

<p><b>Nov 10</b> Tuesday</p> <p>4:00pm</p> <p>01 Alternative Forms of Local Government (AD)                      02 Medical Arts District Plan (CD)                      03 Comp Plan Evaluation Report (CD)                      04 Traffic Calming Review (CD)</p>	<p><b>Dec 08</b> Tuesday</p> <p>4:00pm</p> <p>01 Fund Balance Goals (OMB)                      02 Pavement Management Plan - Part 2 (CD)                      03 Facilities Needs Assessment (OMB/PW)</p>	<p><b>Jan 12</b> Tuesday</p> <p>4:00pm</p> <p>01 Economic Development Plan Update (CD)                      02 Future Focus Quarterly Status Report</p>	<p><b>Feb 09</b> Tuesday</p> <p>4:00pm</p> <p>City Commission Work Session</p>
<p><b>Mar 08</b> Tuesday</p> <p>4:00pm</p> <p>City Commission Work Session</p>	<p><b>Apr 12</b> Tuesday</p> <p>4:00pm</p> <p>01 CAFR Presentation (FI)</p>	<p><b>May 10</b> Tuesday</p> <p>4:00pm</p> <p>01 CIP Review (OMB)</p>	<p><b>Jun 14</b> Tuesday</p> <p>4:00pm</p> <p>City Commission Work Session</p>
<p><b>Jul 12</b> Tuesday</p> <p>4:00pm</p> <p>City Commission Work Session</p>	<p><b>Aug 09</b> Tuesday</p> <p>4:00pm</p> <p>City Commission Work Session</p>	<p><b>Sep 13</b> Tuesday</p> <p>4:00pm</p> <p>City Commission Work Session</p>	<p><b>Oct 11</b> Tuesday</p> <p>4:00pm</p> <p>City Commission Work Session</p>