

**FRIDAY LETTER**  
**May 18, 2007**

**Honorable Mayor and Council Members:**

The informational items for the week include:

**ADMINISTRATION**

Public Information Officer Susan Vernon-Devlin attended the Economic Development Task Force meeting and discussed communication efforts and forming relationships with the Oviedo Winter Springs Regional Chamber of Commerce. Planning is underway for a joint Task Force/Chamber business event in the fall.

The June Crossroads newsletter is complete and has been sent to the printer. The publication will be mailed out June 1<sup>st</sup>.

Ms. Vernon-Devlin will be on vacation from May 19<sup>th</sup> through May 28<sup>th</sup>. Please direct media inquiries to the City Manager Gerald Seeber or the Assistant City Manager Bob Bentkofsky.

**POLICE DEPARTMENT**

**Police: Administration**

Chief Chudnow attended the Seminole County Law Enforcement Association Meeting. Chief Chudnow has started one-on-one meetings with all employees.

**Police: Community Policing (Patrol & Traffic Operations)**

Patrol criminal case summaries are prepared on a regular basis and forwarded to the PIO for editing/redaction and are posted to the Public Safety/Police City Web Site.

**Police: Emergency Communications**

This past week, Police emergency dispatchers handled 138 incoming emergency 9-1-1 calls in addition to about 1374 non-emergency citizen telephone contacts.

**Police: Investigations & Community Response Team (CRT)**

Do your kids think that skipping school or cutting classes is “no big deal?” Oviedo Detectives are investigating multiple youth-related crimes and are monitoring some youths’ efforts to form gangs in our community. Last week, two local high school students were caught by Oviedo Patrol Officers and Detectives who responded to a daytime residential burglary during school hours. Felony charges against the teens include Burglary and Grand Theft. Are these the type of young people who your kids might start hanging around with this summer? It is not too late to know exactly what your kids will be doing during summer break and who will be their “friends”.

When you have information about criminal activity, drugs or wanted persons in our community, call the new 24-hour OVIEDO POLICE TIP LINE at 407-971-5723.

**Police: Community Relations & School Programs**

The Community Relations Officer attended the Willa Lake Home Owners Association meeting. A brief presentation was given on future crime prevention and safety programs being hosted at the C.O.P.S. & Volunteer Center at Oviedo Marketplace as well as various volunteer opportunities at the Police Department. For more information contact Officer Rob Van Heusen at 407-971-5708 or [rvanheusen@cityofoviedo.net](mailto:rvanheusen@cityofoviedo.net)

The Community Relations Lieutenant attended the “Oviedo Citizens In Action” Board Meeting held at

Round Lake Park. The members of “Oviedo Citizens In Action” are community partners with the Police Department throughout the year.

**Oviedo Police Now Offer Child Identification Cards (and more)**

The Oviedo Police Department now offers FREE Child Identification Cards with photo and fingerprints for children (one free set per child). The service is available every Wednesday from 2 PM until 5 PM (holidays excluded) at the C.O.P.S. & Volunteer Center at Oviedo Marketplace. This program is sponsored by Oviedo Police Explorer Post 851 for both Oviedo residents and non-residents. Additionally available, with a donation to the Explorer Post, will be computer disks bearing each child’s video, voice recognition files, fingerprints, photographs and all personal information documented on the ID card. For details, contact Officer Rob Van Heusen at 407-971-5708 ([rvanheusen@cityofoviedo.net](mailto:rvanheusen@cityofoviedo.net)) or the Explorer Advisor, Corporal Carl Rager, at 407-971-5707 ([crager@cityofoviedo.net](mailto:crager@cityofoviedo.net)).

**Police: “Community On Patrol” Volunteer Program**

Oviedo “Community On Patrol” members logged thirty-two (32) hours of volunteer patrol time this week in the marked “Community On Patrol” vehicle. During those patrols, C.O.P. members gave special attention to business parking lots where there have been recent thefts from vehicles.

**Police: C.O.P.S. & Volunteer Center at Oviedo Marketplace**

The Community Relations Corporal and members of the Oviedo Police Explorers fingerprinted children this week as part of the new Child Identification Card program. This FREE service is offered every Wednesday (except holidays) from 2 pm to 5 pm in the C.O.P.S. & Volunteer Center.

“Volunteers In Policing” members conducted the weekly citizen fingerprinting service, completing 26 print cards. There were 16 non-residents and 10 city residents fingerprinted.

The Oviedo Police Explorers held their weekly meeting at the C.O.P.S. & Volunteer Center. The Explorers continued training on the hazards of law enforcement, including the use of force, and officer safety concerns. This week’s training included practical exercises. For more information about the Oviedo Police Explorers program, contact Corporal Carl Rager at 407-971-5707 or [crager@cityofoviedo.net](mailto:crager@cityofoviedo.net)

The Central Florida Chapter of the International Black Women’s Congress held their “Terrific Tuesday Membership-Networking-Healthy Lifestyle Mixer” in the C.O.P.S. & Volunteer Center. The special guests were Dr. Marilyn Gaston and Dr. Gayle Porter, co-authors of Prime Time: The Complete Guide to Health and Wellness for Mid-life African American Women. Dr. Porter also was the Key Note Speaker for the program.

“Seniors vs. Crime” can help when you feel you have been cheated or a contract has not been fully honored. A program of the State Attorney General’s Office, Seniors vs. Crime is focused on assisting people with non-criminal cases such as contract disputes. Seniors vs. Crime volunteers, known as “Senior Sleuths,” can be reached at 407-971-6111 or stop in the C.O.P.S. & Volunteer Center (next to Dillard’s) on Mondays and Wednesdays between Noon and 4 PM.

AARP will host a Driver Safety Class in the C.O.P.S. & Volunteer Center on May 22 and May 23. The course is open to all persons 50 years of age or older and gives safe driving tips to help you avoid accidents. Participants who complete the course are eligible for discounts on their auto insurance. To register for the next AARP Driver Safety Class in Oviedo, contact AARP Instructor Fred Fruehan at 407-339-6205.

The C.O.P.S. & Volunteer Center at Oviedo Marketplace has volunteer opportunities available for anyone 14 years of age or older. Duties include, but are not limited to, assisting police department personnel with administrative duties, display set up, and other assignments as needed. The center is open Monday through Friday from 10 am to 5 pm. Contact the C.O.P.S. & Volunteer Center at 407-971-5705 for more information.

Seminole County Emergency Communications conducted a 3-day "Emergency 9-1-1 Operator Trainer" class in the C.O.P.S. & Volunteer Center. The course taught attendees how to train and evaluate new Emergency Dispatchers. Eleven dispatchers from across Central Florida attended.

**Animal Control Information for Seminole County (including Oviedo)**

The Animals Services Division of Seminole County is charged with the responsibility of enforcing the County Code on "Animals and Fowl" throughout the county and in the cities. For details about Nuisance Animals; Animal Services; Seminole County Ordinances Pertaining to Animals; Declared Dangerous Dogs Residing in Seminole County; and the Animal Control Board, go online to [www.seminolecountyfl.gov/dps/ansrvs/index.asp](http://www.seminolecountyfl.gov/dps/ansrvs/index.asp)

To register a complaint about a dangerous dog or to ask questions about the County Ordinances, call 407-665-5110. (This Animal Services number is answered 24 hours a day, 7 days a week.)

**Police: Public Information Office**

The Friday Letter, news briefs and the upcoming traffic enforcement notice were distributed. The weekly public safety newspaper article was provided to The Oviedo Voice. Lt. Lynch, the PIO, will be out of town 5/20-29/07. Commander Beaulieu will be filling in as a back up PIO.

**Police: Special Weekly Traffic Enforcement**

To provide safe and well-controlled vehicle and pedestrian traffic ways during the week of Sunday, May 20 to Saturday, May 26, 2007, special traffic enforcement will be conducted by teams of Oviedo Police Officers at these locations in the City:

Pine Avenue	Speeding / Stop Sign
Lake Jessup Avenue	Speeding / Stop Sign

Remember school is in session. Be extra careful driving in the area of our community's schools, school crossings and bus stops.

**FIRE DEPARTMENT**

**Administration and Emergency Management**

Chief White attended the 21<sup>st</sup> Annual Florida Governor's Hurricane Conference held at the Broward County Conference Center. This year's theme was "Building on Past Successes....Preparing for Future Challenges". Training sessions covered such topics as debris management, incident control, and volunteer coordinating. Tours of the National Hurricane Center were offered.

Chief White met with the Purchasing Agent and the Concession Manager to discuss food logistics in the event of a hurricane. Some of our current procedures require modification but the discussion was very enlightening and provided valuable information on what is expected during a major weather event.

Fire Rescue Emergency Management remains busy monitoring and assisting in coordination of resources for the wild fire activity in Central Florida.

**Prevention and Public Education**

The Prevention Division attended several meetings for such issues as pre-applications, site plans, and general fire department requirements of new businesses.

The Fire Inspector attended to new construction final fire inspections, commercial building re-inspections and coordinated various public education requests.

The Fire Inspector attended the monthly Public Educators' Group meeting. The topic this month was education information for elementary school aged children. Each organization brought examples of the teaching tools they use for this type of education (i.e. stickers, flyers, etc). Following the meeting, the

Fire Inspector helped facilitate a Juvenile Fire Setters (JFS) Program presentation. Five children attended the JFS presentation.

**Training**

The Training Division attended a meeting with the OHS school contractor for training evolutions at Oviedo High School. The buildings at OHS will be gutted or knocked down in the near future.

Weekly training consisted of Company Officer training. Each Lieutenant conducts training on their crews specific needs, such as Fire ground operations, Incident Command, and other fire related topics.

**Suppression/Rescue**

The Suppression/Rescue Division responded to multiple requests for emergency assistance for incidents such as medical related problems, motor vehicle crashes, and fire related incidents. The Division also provided assistance for non-emergency service related incidents this week while providing aid to the citizens, visitors, and the business community.

Personnel from the Suppression/Rescue Division provided assistance to Seminole County Fire for a wildland fire at the Osceola Landfill in Geneva. The fire was thought to be started by lightening and was quickly contained.

Members assisted with Public Education events at the fire stations and throughout the City. The events included a tour of the fire station and providing general fire and life safety education.

Personnel completed assigned pre-emergency planning of commercial buildings as part of the monthly pre-emergency plan program. These programs assist in planning and preparing for potential fire, hazardous materials, rescues or other type emergencies.

The Suppression/Rescue Division continues to monitor the daily drought and fire weather conditions and preparing to respond to wildfires as needed within the City, Seminole County, and throughout the State.

**PUBLIC WORKS**

**Current Engineering Services and Capital Projects**

Little Econ 10-inch Water Main	Public Works Administration Building
Lockwood Road Reclaim	S.R. 426, Phase III / PD & E
Girls and Boys Town Sewer Force Main	New Downtown Amphitheater
Kingsbridge West Reclaim	City Hall Restriping and Signage
36 inch Water Main	Franklin Street Fountain
S.R. 426, Phase II Widening	Shane Kelly Equestrian Trailhead
CUP Renewal	Friendship Park
Sewer Capacity Analysis - Orange County	OSC Senior Field
Oviedo Boulevard Extension	OSC Restrooms
Utility Rate Analysis	Shane Kelly Restrooms
Kingsbridge West, Phase 1 / Lake Rogers Retrofit	Trail Extension from C.R. 419 to Geneva Drive
Mitchell Hammock / Division Intersection Analysis	Oviedo On The Park Phase 1
Mitchell Hammock Median Improvements	Twin Rivers Park (SNID)
Gateway Beautification Design	Covington Street Drainage
S.R. 434 Median Landscaping	Jourdan Crossing Ditch Pipe
Carolyn Drive	Graham Avenue Drainage
Foxfire Trail	Lake Jessup Drainage
School Zone Safety Improvements	Fire Station No. 48

Road Resurfacing	Fire Administration Building
Traffic Calming	CR 419 Fiber Optic Cabling
Public Safety Building Generator Replacement	Mitchell Hammock Road Reclaim Connector

**General**

The asphalt recycling phase of the City’s roadway resurfacing program is underway with Reed Ave. having been reconstructed this week. Asphalt pavement for the friction course is scheduled for Friday, May 18<sup>th</sup>. Alexandria Blvd. is on schedule as the next roadway for the asphalt recycling method, set to begin Monday, May 21<sup>st</sup>. The asphalt recycling technique is designed to reinforce the base structure of roadways and is accompanied by top layers of standard asphalt for traffic conveyance and aesthetic appearance. Staff anticipates this last resurfacing phase to continue through August assuming weather does not interfere with the planned schedule.

Clearing of Sweetwater Creek, from Artesia St. south towards Sweetwater Park, continued this week. Staff has coordinated with a private contractor through a contract piggyback to facilitate the work. The work includes two phases which encompass both mowing/clearing and some excavation. The work was initiated in anticipation of summer rains and/or potential tropical weather events to ensure a clear drainage flow. Sweetwater Creek is the primary stormwater drainage conveyance through the City with an ultimate outfall in Lake Jessup.

**Active Capital Projects Construction**

**Bid Dates**

Carolyn Drive Improvements	Tuesday, June 12 <sup>th</sup>
Gateway Beautification (Lockwood)	Monday, June 18 <sup>th</sup>

**Twin Rivers Preserve II**

A recommendation for award was approved by the City Council on Monday, April 16<sup>th</sup> authorizing Staff to proceed with implementation of the project through alternate delivery methods. Contract documents are complete for award to Southeast Enviroscope for a reduced scope. A preconstruction meeting is scheduled for Monday, May 21<sup>st</sup>. Construction is scheduled to begin in early June.

**Lockwood Reclaim Transmission Main**

The work under this contract is complete and a Substantial Completion Inspection is scheduled for Wednesday of next week. Issues still remain regarding the integrity of the reclaim pipe installed under previous contracts by other contractors. Any required repairs to previously installed work will likely be addressed outside of the bounds of this contract.

**Friendship Park Improvements - Phase I**

Site grading is complete. New playground equipment installation is complete. Concrete walkway construction, electrical work and irrigation installation are underway. The work continues on schedule and will be substantially complete in August. The project will provide new playground equipment, landscaping, waterwise gardens, educational signage, walkways, fencing, benches, picnic tables and grills.

**SR 434 Beautification**

A preconstruction meeting was held on Wednesday, April 25<sup>th</sup> with the successful contractor, Florida Green, and FDOT. Work started in the medians near Mitchell Hammock on Monday, May 14<sup>th</sup>. Construction will progress from the north end of the project to the south end near Chapman Road. The project will provide landscape enhancements for the medians on SR 434, from Chapman Road to Mitchell Hammock. The work is scheduled to be completed this summer.

**OSC Senior League Field**

A preconstruction conference was held on May 16<sup>th</sup>. Final contract documents are being executed and construction is scheduled to begin in early June and will be substantially complete by Christmas. The project consists of a complete Senior League ball field with all amenities, related parking, lighting,

drainage, utilities and a combination restroom/office facility at the south end of the Oviedo Sports Complex.

### **Shane Kelly Restroom/Concession Building**

A recommendation for award to the lowest responsive bidder was presented and approved by Council on Monday, May 7<sup>th</sup> and Notice of Award has been provided to the successful contractor. A preconstruction meeting is scheduled for Friday, May 25<sup>th</sup>. Work will start in June and is scheduled for completion prior to the end of this (calendar) year.

### **Kingsbridge/Lake Rogers Reclaim**

Bids were received on Friday, May 4<sup>th</sup>. A total of five bids were received, three of which were responsive. A recommendation for award to the lowest responsive bidder has been prepared for consideration by Council on Monday, May 21<sup>st</sup>.

## **RECREATION AND PARKS**

### **Annual Independence Day Celebration**

The Recreation and Parks Director and I would like to report to Council that the planning and coordination of Oviedo's Annual Independence Day Celebration is off to a bang, with a pre-permit meeting held this week. The Independence Day Celebration will be held on Wednesday, July 4, 2007 at the Gymnasium and Aquatics Facility on Oviedo Boulevard from 2:00 p.m. to 10:00 p.m. Highlights will include entertainment, food, children's activities, games, contests, a Firecracker 5K Run, a bike parade, water games, a beer garden and Fireworks!!!

### **Gymnasium**

The overall capacity of Summer Camp is at 77%, with both weeks of Adventure Camp and Session 2 for Volleyball Camp full.

### **Riverside Park**

Club Riverside Summer Camp is full for all weeks of camp this summer. The children's last day of school is May 22<sup>nd</sup>, and Fun Days begin May 23<sup>rd</sup>, and will last until Summer Camp begins on June 4<sup>th</sup>.

### **Athletics**

In the world of Athletics, registration is currently taking place for Sunday Morning Adult Flag Football, Monday Night Adult Men's Tennis, and Youth and Adult Archery.

## **HUMAN RESOURCES**

### **Training**

Last week, 275 employees attended the training classes on the City's Drug Free Workplace Policy. Rob Ross, a consultant from Public Risk Management, and Dan Hood led the classes.

All participants received the revised Drug Free Workplace Policy. This six page policy replaces the 25 page policy that was developed in 2003. The training included the State's requirements for conducting drug and alcohol tests, the procedures followed by the labs and by Medical Review Officers, and the employee's rights if a test produced a positive test.

### **Employment**

Welcome to Christine Yonchik, Concession Stand Worker, who started on May 11, 2007.

### **Employee Recognition Team**

The Employee Recognition Team met this week to discuss the upcoming summer event and to select the June Employee of the Month.

## **BUILDING SERVICES**

Building Services was visited by the City of Sanford Building Department staff on Monday, May 14th, to observe the administrative process, and the permitting, plan review and inspection processes as they relate to the Naviline System. By way of email, the City of Sanford extended their appreciation for the time Brenda King, Building Services Manager, spent with them and the information that was provided. They also complimented Building Services staff by saying they hoped someday to be on the same level as the City of Oviedo Building Services Division.

Building Services hosted an open house on Tuesday, May 15th, which was attended by residential contractors, commercial contractors, and electrical contractors. A power point presentation was made by Patrick Hubbard, Building Official; and plan review and inspection policies and procedures were reviewed. Attendees enjoyed refreshments while meeting Building Services staff members who were available to answer questions.

Brenda King, Building Services Manager, along with Bryan Cobb, Development Services Director, attended the Chamber of Commerce luncheon on Thursday, May 17th, that was held at the Tuscawilla Country Club. Guest speaker, Dr. E. Ann McGee of Seminole Community College (SCC), provided an update to the expansions planned for SCC to include a 90,000 sq. ft. Center for Economic Development to be located in Heathrow, as well as the likelihood of even more UCF/SCC partnerships in the month ahead.

### **CODE ENFORCEMENT**

The following cases will be presented to the Code Enforcement Board on **May 24, 2007**, for violations that had not been corrected within the time required by Code Enforcement.

**322 Rum Thi Ct.**, for the violation of work done without a permit. **591 Rachael Ct.**, for violation of an overgrown lot. **1116 Shaffer Trail** for violations of unlicensed or inoperable vehicles on the property.

The Code Enforcement Office will report on the status of **1050 Long Branch Lane** which was brought before the Code Enforcement Board in April 2007. The property owner did not bring the property into compliance by the date specified for correction and a fine of \$250.00 per day was imposed for each day the violation continues to exist. **176 Shady Lane** was brought before the Code Enforcement Board in April 2007. The property owner corrected the violations and the property was brought into compliance by the date specified by the Board.

**Please note the following important meetings, work sessions and upcoming events:**

#### **Upcoming Meetings**

Monday, May 21, 2007	Regular City Council Meeting	6:30 P.M.
Monday, June 4, 2007	Regular City Council Meeting	6:30 P.M.
Monday June 11, 2007	Work Session Meeting	6:30 P.M.
Monday, June 18, 2007	Regular City Council Meeting	6:30 P.M.

Until next time,



Gerald J. Seeber  
City Manager