

FRIDAY LETTER
February 5, 2010

Honorable Mayor and City Council Members:

Good afternoon to the dedicated staff and Council of the City of Oviedo.

The Alafaya Acquisition team consisting of Attorney Brian Armstrong, Terry Zaudtke, Rob Ori, Tony Segreto, PFM representative David Moore, Dianne Holloway and myself met yesterday. We have a final figure from Alafaya Utilities. It is a stretch and we are nailing down some head works construction items that will figure prominently in the City's final position. However, the negotiations are now within \$500,000 of each side's proposal. Accordingly, before our team goes any further, we will be setting up a work session and one on one meetings with Council. We are proposing one on one sessions first, followed by a work session. Mr. Segreto will be contacting each Council member to set up the one on one discussions for February 18, 19, or 22. I will note that this schedule does not fit the schedule outlined by William Sundstrom, the attorney representing Alafaya. Mr. Sundstrom would like to have approval of the Alafaya Acquisition scheduled for Council's second meeting in February. However, I would duly note that the City made a proposal to Alafaya at Attorney Sundstrom's urging back on October 30, 2009. Alafaya did not respond until January 26, 2010. Furthermore, he would like to see a May 15th drop dead date for a referendum and a closing by June. Given the public and Council support that will need to be garnered and reinforced for this to be a successful acquisition, my inclination is that his time table is too aggressive.

We also anticipate a follow up work session with Council. Barbara Barbour will be coordinating that date. I have tentatively proposed Monday, March 8th or 29th. (I am in training on March 22 and 23). We also anticipate reaching out to the affected HOA's to invite them to the work session.

On other news, Mr. Bentkofsky, Connie and myself met with Care Here officials on two occasions this week. We met with the preferred physician Dr. Grant. We also reviewed the qualifications and backgrounds of two other physicians. Based upon the Care Here representatives' interviews with the competing physicians and our one on one interviews with Dr. Grant, we support their selection of Dr. Carol Grant. A Soft Opening day for the Health Clinic is set for March 8th with a ribbon cutting ceremony set for March 13th, followed by a grand opening on March 18th.

Some of my activities this week included:

- Staff Meeting
- Council Meeting and Attorney Client Session
- Alafaya Utilities Acquisition Meeting
- Siemens Audit Meeting
- Atlantic Housing Settlement Proposal and Land Use Issues Meeting

Please see the informational items for the week as reported by City Departments:

FIRE/RESCUE SERVICES:



The **Oviedo Helping Haiti** disaster relief campaign is making progress. A Unified Command structure is in place between the First Baptist Church and the City of Oviedo as we manage the community wide campaign. **Feed the Children** was selected as the suitable disaster relief organization to partner with as they have the logistical background to transport supplies in a cost effective manner and distribute appropriately once they arrive in Haiti. The campaign will run **Feb 12th thru March 12th**. The **Oviedo Fire Stations and Gym/Aquatic Center and Riverside Park** will be the drop off locations. The disaster supply list will include: **tents, sleeping bags, flashlights, batteries, and medical supplies**. We concluded it would be best not to solicit food as this is already in the pipeline to Haiti and would

negatively impact local charitable foundations as well. Anticipate the installation of pole banners announcing this campaign soon! We will direct inquiries to a specified web site to gain information and volunteer to participate in different ways.



Chief White has been asked to serve an additional year on the Florida Fire Chiefs' Association Legislative Sub-Committee. This committee evaluates proposed legislation and its potential impact on the Fire Service.



Fire Rescue has been working on a significant expansion of the new web site FD web pages. New categories have been created in Fire & Life Safety and Disaster Information. This is the information we find we are delivering on a frequent basis during the year. Many other items have been expanded as well. We look forward to the new web page release date.



Chief White attended/participated:

- First Baptist Church disaster recovery partnership meeting(s).
- Council meeting.
- Emergency Management meeting.
- City Manager-Director staff meeting.
- CIP Budget meeting.
- Completed review of the City safety Manual for the Human Resource Dept.

POLICE:

Chief Chudnow met with the three new Police Trainees: Tiffany Phillips, John Cox, and William Powell. They will begin the Police Academy on February 8th.

Commander Jacobs, Commander Beaulieu, and the Chief met with John Gambrell from Motorola regarding the mandated migration to a digital radio platform.

The Chief attended the quarterly Commission on Florida Law Enforcement Accreditation meeting as well as a Joint Terrorism Task Force investigative update. In addition, the Chief and Commander Beaulieu attended the monthly meeting of the Merchants' Association for Oviedo Marketplace. Commander Beaulieu attended the monthly City/County Investigative Bureau (CCIB) meeting.

Detectives are investigating several vehicle burglaries that occurred this past week to both personal and business vehicles. The doors on those vehicles had been left unlocked. Do not become a victim. Secure your valuables (and your company's property) by placing items out of sight when leaving your vehicle. Always lock your vehicle—even in your own driveway. Close your garage door when you are not around. Finally, report all suspicious persons or activity you observe—call Oviedo Police Communications 24 hours a day at 407-971-5700.

The Sanctuary Home Owners Association held its annual meeting at Lawton Chiles Middle School. Police community relations personnel and the Chief of Police addressed HOA members. Officers spoke on the topics of crime prevention, child IDs and the Residence Watch program that works in conjunction with Neighborhood Watch.

The latest “Rape Aggression Defense” (R.A.D.) program started on January 26th. Classes are held at the C.O.P.S. & Volunteer Center at Oviedo Marketplace over four consecutive Tuesday nights.

HUMAN RESOURCES:

The Department of Human Resources is currently recruiting for certified Police Officers, a part-time Records Specialist, Lifeguards/Water Safety Instructors, Lifeguards and Youth Counselors.

Barbara Faulk, Employment Coordinator, and Connie Collins, Human Resources Director, attended a webinar sponsored by Cornell University entitled Six Best Practices to Create a Mature Leadership Development Program. Mrs. Faulk is also conducting a review of the Position Review Questionnaires completed and submitted by all employees. The questionnaires will be used to revise the job description for each position. This process was last conducted in 2004/2005.

Crystal Hanson, HR Assistant, conducted one conditional offer of employment to a candidate for the Lifeguard/Water Safety Instructor position.

The Human Resources Director Connie Collins and Keith Straw, the Risk/Benefit Coordinator, participated in a meeting with the Care Here staff to review the plans for the employee clinic events. The following is the schedule of events being coordinated by the Human Resources Department.

February 22 -25 th	Employee Orientation Meetings	
March 2 nd - 5 th	Health Risk Assessments for employees	7:00 a.m. – 11:00a.m.
March 8 th	Employee Clinic opens for full service	
March 13 th	Ribbon Cutting Ceremony	10:00 a.m.
March 18 th	Grand Opening Celebration and Luncheon	11:00 a.m. – 2:00 p.m.

The Human Resources Director and Risk/Benefit Coordinator participated in meetings with the City Manger and Assistant City Manager and the Care Here staff to finalize the selection of the physician for the new employee clinic.

Mrs. Collins and Mr. Straw met with Bonnie Mims from PRM to discuss a new on-line safety training program offered at no charge through PRM. The safety classes are delivered via computer by the National Safety Council and are paid by PRM for its members. The on-line classes will enable the city to offer a greater variety of classes to employees and train them at the department’s convenience thereby avoiding interruptions in the employee’s schedule and possible overtime. Shift employees will benefit from the training program’s flexibility of delivery. The training program will be implemented over the next 2 months.

PUBLIC WORKS:

This week, City crews completed drainage improvements along a residence on Lake Charm Circle, adjacent to Lake Charm Country Estates. After receiving a stormwater drainage easement from the residents, the City constructed improvements to alleviate potential high water conditions affected by a combination of topography and a number of homes along the south side of Lake Charm Country Estates. During Tropical Storm Faye, this area experienced a high water event atypical of historic drainage patterns. Following an onsite review by staff and coordination with the affected homeowners, a design was developed and enacted upon receipt of a permanent drainage easement. The improvements included the addition of yard inlets and drain piping to convey runoff towards an outfall on Lake Charm Circle. The homeowner and neighbor have been very pleased with the results.

Seminole County has initiated a fiber optic project on Lockwood Blvd. and Mitchell Hammock Road. This project should improve our IT Department's connectivity capability. Staff will be meeting with Seminole Co. onsite just to ensure right of way compliance and proper restoration.



The City of Oviedo's reclaimed water initiative has been very successful in its first year. The residents in the new reclaimed zones replaced 100 million gallons of potable water with reclaimed water for irrigation systems.

Reclaimed water is more effective for irrigation because it contains levels of phosphorous and nitrogen typically found in common fertilizers. Reclaimed also costs less for our residents and makes our groundwater resources more sustainable. The City has developed plans and is working with the State of Florida to secure low interest funding for the next expansion of reclaimed service into "Big Oaks, Twin Rivers Phase I and Alafaya Phase 17 & 18."

RECREATION AND PARKS:



Adventure, Volleyball and Basketball Camp registration begins on Monday, February 8th. Adventure Camp will be offered all 9 weeks of summer, while Basketball and Volleyball Camp will be offered 3 weeks each.



Registration for Spring Archery will open on February 8th. This six-week program will take place on Saturdays, March 6th through April 10th. Participants, age 8 and above (adults too!), can enjoy learning Olympic-style archery. The Beginner's Level course is from 9 to 10 a.m. at the Oviedo Sports Complex with an Advanced Level course offered from 10:15 to 11:15 a.m.

Adult Soccer, played at Shane Kelly Park, will start their games tonight. Adult Flag Football will begin their season this Sunday, February 7th, at Long Lake Park at the Oviedo Sports Complex. Adult Softball will begin their games Monday, February 8th, at the Oviedo Sports Complex.



Baseball, softball and soccer practice began this week at both the Oviedo Sports Complex and Shane Kelly Park.

Staff has completed new irrigation systems on fields "A" and "C" at the Oviedo Sports Complex. Sod repairs at Shane Kelly Park have also been completed.

This week, staff has been working on painting foul poles, cleaning bleacher covers, planting flowers and general maintenance in preparation of Babe Ruth and Little League's Opening Day Ceremonies on February 20th.



Additionally, this week staff will begin the process of painting backboards at Boston Hill Park and Round Lake Park. They will be doing 6 backboards at a time with approximately 2 week intervals. There are a total of 23 backboards to paint.

Congratulations!

Mark Stanchina, Athletic Field Foreman, was voted full-time employee of the month and Derek Raw, Lifeguard, was voted part-time employee of the month.

Mark is based out of the Oviedo Sports Complex and Derek is based out of the Aquatics Facility. Congratulations to both!

Please note the following meetings and work sessions.

Upcoming Meetings		
Monday, February 15, 2010	Regular Meeting	6:30 p.m.
Monday, February 22, 2009	EAR Work Session	5:30 p.m.

Sincerely,



Richard Gestrich
City Manager