

FRIDAY LETTER
December 17, 2010

Honorable Mayor and City Council Members:

Good Friday to the dedicated staff and City Council of our Top 100 City. If you haven't had the opportunity, stop by the Budget Office and welcome Kathryn Breazeale as our new Budget Officer. Kathryn has a wealth of budgetary experience, having served with the Budget Office of the City of Wilmington, N.C. for seven years. She also has a Masters Degree in Public Administration from North Carolina State University. Mr. Bentkofsky has been spending a good deal of time with Kathryn this week bringing her up to speed on all the intricacies of our 2010-11 budget and the budgetary process. Welcome aboard Kathryn.

Mr. Boulware and I met with Ryan Ruskay on Monday afternoon. Mr. Ruskay is the City's contracted grant writer. There are two recreation grants that we want Mr. Ruskay to pursue. Both grant applications are due in February of 2011. Both grant applications, if successful, will pave the way for the acquisition of the McNamara parcel adjoining Round Lake Park. We should know by July of 2011 whether we are successful with our applications. In addition, and at no cost to the City, Mr. Ruskay will re-submit our Department of Energy grant application for more energy efficient lighting systems at all of our fields.

Finally, I am in the initial stages of formulating the Directors written evaluations. I anticipate their completion by the end of the month with face to face meetings to follow.

Some of my activities this week included:

- Staff Meeting
- Meeting with Ryan Ruskay
- DRC Meeting
- Meeting with Care Here
- Meeting regarding Vehicle Disposition

This will be the last Friday letter of the Year. The letters for Christmas week and New Years week will be suspended. The Friday Letter will resume on January 7, 2011. Have a wonderful Christmas Holiday! Merry Christmas and Happy New Year!

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

POLICE DEPARTMENT:

Chief Chudnow attended and/or addressed the following meetings:

- monthly Citizens In Action meeting
- quarterly board meeting at Boys Town
- 1st Gang Resistance Education and Training (G.R.E.A.T.) graduation at Jackson Heights Middle School with a member of the motorcycle unit who performed a demonstration at the Gang Resistance Education And Training (G.R.E.A.T.) graduation on Friday, December 17th.
- Will attend the Clara Lee Evans Way Ribbon Cutting on Saturday December 18, 2010. Motorcycle officers will be conducting traffic control for the ribbon cutting ceremony to rename South Division Street.
- Planning and Zoning Appeals Board regarding City Ordinance 1505 relating to the moratorium on pain management clinics
- With Capetillo, participated in the bi-annual Kids House evaluation
- Along with Deputy Chiefs Jacobs and Coleman and several other Oviedo Police Department members attended the funeral services honoring Deputy First Class Brandon Lee Coates at the First Baptist Church of Orlando

- With Deputy Chiefs Jacobs and Coleman, attended the monthly meeting of the Seminole County Criminal Justice Association.

Other notable happenings:

- Deputy Chief Jacobs and Lt. Capetillo attended the Police Academy graduation at Seminole State College.
- Officer Bologna attended the Kingsbridge East HOA board meeting to address traffic concerns on Eastbridge Drive on December 15th.
- Members of the motorcycle unit escorted Santa to McDonald's on Mitchell Hammock Road on Thursday, December 16th.
- On December 22nd, the motorcycle unit joined with other Seminole County motorcycle units in the annual Boys Town Santa Run.
- The PD has donated (to date and more to follow): Toys for 22 families which included 36 children in addition to a donation of a Karaoke machine and toys to be distributed at Boys Town and Seminole Safe House.
- Detective Weaver committed to a rigorous certification process to become a Forensic Computer Examiner. It included a three part test that took Detective Weaver six months to complete. This week he passed his third and final exam and is now a Certified Forensic Computer Examiner. Good Job!
- On 12-10-2010, Officer Robertson conducted a "COPS Where You Shop" event at the Publix Shopping Center located at Riverside Landings. A display was set up at the entrance to the business where crime prevention information was shared with people shopping at the business.
- Community Involvement had a crime prevention display at the Snow Mountain event. The D.A.R.E. vehicle was displayed at the event and COP Volunteers were involved in the parade and helped patrol during the event. The Community Involvement Corporal supervised staff at the event. The Community Involvement Lieutenant also assisted.
- Due to a recent vending machine burglary a crime prevention awareness email was sent out to the Business Watch email list advising businesses of the burglary and educating them on steps they can take to minimize being a victim of a vending machine burglary.
- Due to "smash and grab" type burglaries occurring to doctor/dental offices outside the City limits but in the Central Florida/Oviedo area, an awareness email was sent out to the Business Watch email list to raise awareness. Crime prevention information related to this type of crime was included in the email.
- An article on the recent D.A.R.E. Graduation at Lawton Elementary School was posted on the clickorlando.com website. The article can be read at <http://www.clickorlando.com/education/26008494/detail.html>

FIRE/RESCUE SERVICES:

The Fire Rescue Department once again delivered the "Santa around Town" event this week. Members of City Council participated in usual fashion and wonderful comments were received among the community. The program has been delivered for the past 30+ years.



Fire Station 46 re-opened this week following a two month mold remediation project. The project was coordinated by the Recreation Department staff. New floor tile, interior paint, and new air handling duct work were installed as part of the project needs assessment. The re-occupancy was of great relief as that same evening crews responded to a house fire in that district. Our stations are strategically located to provide for the best response times for all types of emergency calls for service. Special thanks to the Recreation staff for handling this remediation project.



Chief White attended the City Manager staff meeting, Fire Chief's of Seminole County monthly group meeting, the weekly Development Review Committee meeting, a meeting with a local business owner regarding fire code issues, a conference call with the Labor Attorney and Human Resource Director, an employee Pre-Determination Hearing, and a meeting with Yang Enterprises representatives.



The Consumer Product Safety Commission announces the following recalls:

- Ryobi announces the recall of the RTS20 Table Saw due to laceration hazard. Sold exclusively at Home Depot. Manufactured in China. For recall information, contact 800-597-9624 or www.ryobitools.com
- Extech Instruments announces the recall of Extech Digital Clamp Meter. The product can cause an electrocution hazard. Sold nationwide and on line from tool vendors. Manufactured in China. Contact 855-239-8324 or visit www.extech.com/recall for information.
- Wal-Mart announces the recall of the Flow Pro, Airtech, Aloha Breeze & Comfort Essentials Heaters due to fire and burn hazard. Sold exclusively at Wal-Mart nationwide. Manufactured in China. Contact 800-925-6278 or www.walmart.com for recall information.
- Sterno announces the recall of the Sterno Portable Butane Stove due to fire and burn hazard. Sold at sporting good stores and retailers nationwide. Manufactured in China. Contact 877-478-3766 or www.sterno.com for recall information.
- Splendid, a division of VF Contemporary Brands, Inc. announced the recall of the Girls Hooded Zip Jacket and Vest Sets with Drawstrings due to strangulation hazard. Sold at major department stores nationwide. Manufactured in the United States. Contact 855-640-2803 or www.splendid.com for recall information.

PUBLIC WORKS:



City Council turned on the reclaimed water interconnect, Monday, December 13, 2010. Opening the reclaimed water interconnect valve officially eliminates reclaimed water supply shortages for the former Alafaya service area.

The City of Oviedo purchased the Alafaya Utilities Inc. wastewater system in September of this year. The interconnect was part of a voter approved referendum to purchase the formerly private system that not only improves the reclaimed service to our customers, but also creates a sustainable reclaimed water supply for our community. The new 20 inch reclaimed water main connects the City's existing 3 million gallon per day supply of reclaimed water from the Regional Iron Bridge

Wastewater Facility to the newly acquired "Alafaya Utility, Inc." system, now known as the Oviedo Reclamation Facility. This interconnection will provide a more reliable reclaimed water service to its more than 1,500 reclaimed customers. Historically, the private utility could not produce enough reclaimed water, prompting customers to supplement with potable water.

Updated irrigation schedules for the City potable and reclaimed water application will be mailed with the January 2011 water bills to keep our customers environmentally educated. The reclaimed water schedule was modified effective Monday, December 13, 2010 with the City Council officially opening the reclaimed water interconnect valve.

Reclaimed is an alternative water supply that reduces demand on Florida's stressed aquifers and when used for irrigation helps to recharge our aquifers. Reclaimed water is recycled wastewater that is ideally suited to irrigation and, unlike potable water, has nutrients vital for plant growth such as phosphorous and nitrogen that are stripped in the process to provide potable water. The new three day per week reclaimed water irrigation schedule maximizes the alternative resource and benefits to the environment. The City maintains a separate schedule for reclaimed water because it is not restricted by the St. Johns River Water Management District rule as is potable water. The educational flyer helps to educate our residents on proper water use and the benefits of this sustainable alternative. The irrigation schedules are also available on the City web site.





The Mitchell Hammock water plant was winterized this year. Historically, freezing pipes were not a concern for water plants in our area. However, last year's long hard freezes hindered sensor equipment. Therefore, with the expected early freezes this year, staff proactively installed strip heaters and thermal insulation over exposed pipes to ensure efficient 24/7 water treatment

operations.

When not manned, the water plant automatically operates under a supervisory control and data acquisition system, known as, "SCADA." If the SCADA system fails due to frozen sensors, the plant is required to be staffed to ensure water quality. Winterizing the SCADA sensors helps reduce malfunctions that may cause overtime staffing. The water and wastewater plants also load test onsite emergency generators prior to each freeze. The power companies often request City treatment facilities to run on their own back-up power generators to relieve power grid demands and brown out conditions during extremely cold days. Running the generators not only helps maintain stable power to our residents, but also exercises the City Utility's emergency power back-up systems under critical use conditions.

The Siemens Radio Read Meter Project conducted meter upgrades in Cycle 1 this past week. Cycle 1 is generally the Northeast section of the City service area. Pedal Valves, Inc., the subcontracted meter installer, reported they had 5 mechanics present that installed 3,769 meters of the total of 7,548 meter project or 49.93%. There will be no meter upgrades the weeks of Christmas and New Years. Meter installation will resume Monday January 3rd 2011. City Utility on-call staff will respond to any customer concerns over the Holidays. The Utility 24/7 On-call # is 407-971-5692.



RECREATION AND PARKS:



On Saturday, December 11th, Oviedo received 60 tons of snow. More than 7,000 participants came out to play in the snow. Everyone enjoyed sliding down the mountain or even getting in a little snow ball fight in the play area. With live entertainment playing holiday music, inflatable games and numerous vendors, a festive time was had by all.

The Gymnasium basketball court and Riverside racquetball courts are currently in the process of being resurfaced. On Monday, December 13th, Robbins Sport Floors began drum sanding the surfaces. New game lines will be repainted and three (3) coats of sealant will be applied. Anticipated completion date is January 8th.



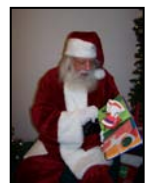
The Junior National Swim Meet was held in Atlanta, Georgia December 9th through December 12th. The Oviedo Blue Dolphins Swim Team (who swim at the Aquatic Facility) had six (6) swimmers qualify for this meet, all of which also swam for either Hagerty or Oviedo High School. The Blue Dolphins placed 11th out of the 300 teams entered. Matt

Curby and Jason Coombs placed in the top 8 swimmers under 18 in the nation. Also competing were Takashi Worrell, Paige Moorehead, Zach Edgar and Cole Hensley.



On Tuesday, December 14th, Riverside staff traveled through the City Limits of Oviedo judging residents' homes who registered for the Holiday Lighting Contest. Residents had to choose between two themes of Holiday (traditional) or Griswald (Lampoonish). A first and second place winner will be awarded from each theme.

Held on Thursday, December 16th, both sessions of Story Time with Santa were full. Children heard Santa read stories as well as enjoyed holiday crafts, cookies/drinks, and a special gift. Parents brought their cameras to take pictures of their children with Santa.



The Oviedo Recreation and Parks Department, with the help of the Oviedo community, pulled together to help celebrate the holiday season by participating in the annual Bring a Toy for a Tot Community Project. Over 100 new unwrapped toys were collected through

Monday, December 13th. Collection boxes were placed at Riverside Park, the Gymnasium and Aquatic Facility and City Hall to make the holiday brighter for those families in need. We would like to thank each and every one who helped. All toys collected will go toward the Christmas in the City 2010 Event (Hope Foundation) which will be held tomorrow, Saturday, December 18th at the First Baptist Church of Oviedo, from 10:00 a.m. to 5:00 p.m.

On Wednesday, December 15th, the participants of the SNAP program participated in a cookie exchange for their last class of the year. Each participant and their companion sang a Christmas karaoke of their choice. Then, to top it all off, a Chinese gift exchange was held.



Registration is now open through January 2nd (or until full) at Riverside Park for Start Smart Basketball. Start Smart is a program designed for 3 to 5 year old children (along with their parents) to begin learning and playing sports. This program will take place at Riverside Park on Tuesday evenings, 5:30 p.m. to 6:30 p.m., January 18th through February 22nd. A parent/guardian must attend every class with the child.

Family Archery class is currently registering at Riverside Park. This six-week program will take place on Saturdays, January 8 through February 12. Participants ages 8 and above (adults too) can enjoy learning Olympic-style archery in a program that develops life skills, such as sportsmanship, self-confidence, and friendship. The Beginner's Level course will be offered from 9:00 a.m. to 10:00 a.m. at the Oviedo Sports Complex. For archers who have already completed the Beginner Level, or those with previous archer experience, an Advanced Level course will be offered on the same dates, from 10:00 a.m. to 11:00 a.m. This is a great family-friendly opportunity.



New sod is being installed on the heavy wear and tear areas of Fields #2 and #3 at Shane Kelly Park.

At the Oviedo Sports Complex, Field B is undergoing renovations with the installation of new irrigation.

Parks staff continues work on routine maintenance, regular work requests and daily activities.

Work is now in progress on both floats for the Martin Luther King, Jr. Day parade. With the remediation process at Fire Station 46 concluding, staff removed the remaining construction debris and worked on replacing some interior lighting. Routine maintenance regular work requests and daily custodial activities are underway.



Concessions wrapped up a very successful fall season at the Oviedo Sports Complex with the Babe Ruth Holiday Classic as well as Snow Mountain at the Gymnasium. We now will be preparing for the MLK Day event, with an eye towards Mardi Gras and the spring baseball and softball seasons. We thank all of our guests and teams for their support and wish everyone a safe and happy holiday season.

HUMAN RESOURCES:

The Human Resources Department is currently recruiting for the Head Lifeguard position.

Barbara Faulk made final offers of employment to Kathryn Breazeale, the Budget Officer, who began employment on Monday, 12/13/10 and the PC Technician, J.T. Triana, who started on Tuesday, 12/14/10. A conditional offer of employment was made to the GIS Coordinator Trevor Feagin. Gail Wright made a Final Offer of employment to Charles "JR" Ball, Engineering Manager, who began employment on Thursday, 12/16/10 in the Public Works Department.

Barbara attended an HTE webinar for "Building Efficient Reports when Using QRep Reporting".

Connie Collins handled two workers' compensation claims, two auto claims, one safety issue in Development Services and met with the World Risk Management Vice President Andy Cooper to review the 2011 insurance renewal applications this week. She also attended a meeting with the City Manager and Assistant City Manager and CareHere's Registered Dietician and Health Coach, Liza Derbalian to finalize the Employee Wellness Program for 2011.

The Human Resources Department coordinated meetings between the employees and Steven Brindle, the City's ICMA representative, this week. Connie and Gail attended Questys training on Thursday.

Please note the following meetings and work sessions.

Upcoming Meetings		
Monday, January 10, 2011	Regular Meeting	6:30 p.m.
Monday, January 24, 2011	Regular Meeting	6:30 p.m.

Sincerely,



Richard Gestrich
City Manager