

CITY MANAGER REPORT

FOR CITY COMMISSION MEETING DECEMBER 14, 2015

1. Human Resources & Risk Management Director

Mercedes Perez began as our new Human Resources and Risk Management Director on November 30. She will be earning an annual salary of \$80,704 and annual sick and vacation leave per City policy.

Mercedes comes to Plant City having most recently served for almost 6 years as the Director of Risk Management and Human Resources (HR) for the City of Gulfport. Her accomplishments included serving as the first HR Director and a member of the Executive Management Team; restructured HR policies and procedures; established structure and leadership within all City departments; reduced overall organization benefit costs by 13% for the past 5 years after researching and implementing plan and tier changes; negotiated Workman's Compensation Claim resulting in an overall reduction of \$1.5 million for 2014; and reduced liability incidents and Workman's Compensation claims by 34% in 2014.

Previously, Mercedes served for 5 years as Assistant to the Director of Leisure Services for Gulfport and 5 years as a Legal Assistant-Office Manager for a private law office in Key Largo. She earned a Bachelor's in Professional Administration/Human Resources and a Master's in Public Administration from Barry University in Miami Shores.

2. Library Community Wellness Initiative

A Wellness Initiative at Bruton Memorial Library would provide programs, classes, and resources to support wellness for individuals of all ages in our community. We have approximately 20,000 visitors in our library each month; this is a potential opportunity for reaching many citizens. Providing library programming that supports healthy lifestyle choices will contribute to a healthier community.

Researching health statistics on our population at large and seeking available information on the Plant City community specifically, will provide direction for programming. By providing wellness programming options at our library, we are creating more opportunities for Plant City citizens to learn about wellness issues, and participate in programming that promotes various wellness activities.

The resources we would need for this wellness initiative would come from exiting allocations in our programming budget and from the Friends who support our various program funding needs. There could be possible grants available as we determine the specific directions for our wellness programming. Staff time would involve more of an interchange of current responsibilities or we could simply include wellness in current programming slots.

3. Sidewalk Café

Utilizing the City's Sidewalk Café provisions of the Zoning Ordinance, Frank and Wenda Trunzo, owners of Krazy Kup at 101 East J. Arden Mays Boulevard, recently applied for a sidewalk café to be located within the alleyway between Krazy Kup and the Plant City Community Bingo.

Working with the Planning & Zoning Division, Frank Trunzo attended a meeting of the City's Development Review Committee meeting where he received information related to public safety, building, and ADA standards. Prior to the issuance of the Sidewalk Café permit, the adjacent property owners were notified of the pending request and were afforded an opportunity to voice comments or concerns to the Planning & Zoning Division. The Planning & Zoning Division did not receive any objections from adjacent property owners and the café request was approved.

The Trunzos plan to open the new café area around the first of January. Once completed, the transformed alley (sidewalk café) will be another great place to visit within the City's historic downtown.

4. Ellis-Methvin Park Update

- Grass – continuing to fill-in with the warm weather.
- Fencing – Mike Schenk is working on the change order to finish the fencing. Most of the remaining fencing is on top of the retaining wall, so it will not go in until the wall is completed.
- Electric – work continues, installing the conduit to the lift stations today, should power up restroom and lift stations soon.
- Restroom – the roof is almost completed on the restroom, the interior will now go quickly with the roof on. Target for completion early January 2016.
- Retaining wall – first round of materials were delivered Friday, December 4. Contractor was onsite starting excavation on Monday, December 7.
- Paving – AJAX is on stand-by until the retaining wall is substantially completed.

5. County Line Road Utility Extension Update

The city's contractor, Killebrew, Inc., has indicated that the project is substantially complete. Pressure testing has been completed and bacteriological clearance testing and restoration are underway. A walkthrough of the entire project is scheduled for Friday, December 11 with the contractor, the Engineer of Record, and the City's Project Manager to verify Substantial Completion and to develop a punch list. The project is on schedule to be placed in service on or before the Final Completion date of January 13, 2016.

6. Beverage Violations

On November 20, the Plant City Police Department (PCPD) Special Investigations Unit conducted a covert operation to determine if local businesses were compliant with state statute regarding alcohol sells to minors. The investigators utilized two eighteen year old investigative aides to assist with the investigation. The investigative aides were closely monitored and instructed to produce their legal identification when requested by the establishment's employee. Additionally, the investigative aides were advised to be compliant with the employee's decision and refrain from attempting to encourage the employee to complete the illegal transaction.

During the course of the investigation, 29 locations were checked for compliance. Nine of the businesses checked openly sold alcoholic beverages to the investigative aides often without requiring identification. This proactive enforcement initiative was implemented to discourage local businesses from selling alcoholic beverages to minors and eliminate the opportunity for minors to obtain alcohol within the City limits. The nine offenders were arrested at their respective businesses and released on their own recognizance to appear in court on a scheduled date. The PCPD will continue to monitor this activity to ensure compliance.

The local businesses not in compliance with state statute are:

- Puffy's Smoke Shop – 621 South Collins Street
- Chevron gas station – 2203 South Alexander Street
- Quickmart/Citgo – 503 North Plant Avenue
- Quickmart/Citgo – 4712 West Highway 574
- Strawberry Patch Lounge – 1703 East Baker Street
- BP gas station – 1908 East Alsobrook Street
- Sunoco gas station – 1105 East Baker Street
- RaceTrac – 1202 Townsgate Court
- Beverage Castle – 8 Lake Street

7. Police Investigation

In response to an anonymous complaint regarding suspicious activity in and around the public restrooms located within the Mike E. Sansone Community Park, the Plant City Police Department (PCPD) Special Investigation Unit launched a two week investigation that resulted in the arrest of six individuals. During the course of the investigation, officers witnessed individuals actively engaged in illegal sexual activity at the restroom facilities and on the adjoining walking trail. The investigation also uncovered a social media app that listed this park as a popular meeting location for those interested in engaging in sexual activity.

The objective of the operation was not only to arrest those engaged in this type of behavior but to also create an environment that would discourage future violations. Additionally, the PCPD wanted to ensure that Sansone Park would no longer be considered on any social media outlet as a user friendly location for this type of activity. Signage was created and installed at Sansone Park and other City parks encouraging the public to contact the PCPD should they witness any suspicious activity.

The PCPD will continue to actively monitor all City parks to ensure this type of activity is discouraged and that the parks remain safe for the community to enjoy. The six individuals arrested have been trespassed from all parks within the City limits.

8. UYFL National Championships Tournament

The United Youth Football League (UYFL) National Championships Tournament was held at the Otis M. Andrews (OMA) Sports Complex during the week of December 5-11. This is the fifth year that Plant City has been selected to host to this event.

This year, 118 youth football teams ages 6-15 competed in 16 different age/weight divisions from Mighty Mites to 15U (age 15 and under) competition. Teams traveled to Plant City representing 14 states (Arizona, Delaware, Florida, Georgia, Illinois, Maryland, Michigan, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Texas and Tennessee) with 75% of the teams from outside Florida.

The tournament streams live video of each game through a pay-per-view web service, exposing our facility and weather to the teams' home markets. Seven football game fields and one warm-up field were laid out at the OMA Sports Complex to accommodate the event. In addition to the games here, the UYFL National Cheer Competition was held at the Florida State Fairgrounds on December 12 with over 100 cheer teams participating.

According to the Tampa Bay Sports Commission, the sports marketing arm of Visit Tampa Bay, the UYFL events last year (December 2014) generated over 12,200 room-nights in Hillsborough County. Although a dollar value of economic impact was not provided, the event gives local hotels, restaurants, grocers, convenience stores, pharmacies and other businesses a boost.

Tournament information is available online at www.unitedyfl.com.

9. Empty Bowls Project

Attached is a letter of appreciation from Silvia Dodson, United Food Bank Board Member, for the City’s help with the Fifth Annual Empty Bowls Project.

10. Employee Recognition

Michael Schenk, City Engineer – On November 5, Joseph C. Hugal, 501 N. Thomas Street, wrote to express his appreciation and gratitude to all involved for the repair of the sidewalk in front of his house with a special thanks to the City Engineer for his professional judgment in resolving the matter.

Jon Stroud, Luis Baez Rodriguez, Luis Vazquez Febres, Lemuel Velez-Martinez, Edwin Ocasio, Fabian Williams, Jesus Vazquez Rivera and Luis Rivera-Sanchez, Utilities Maintenance Division – Jim Zinner, P.E., wrote on November 28, *“Jon Stroud and his crews did a fantastic job taking care of the wastewater lateral failure located in my yard. They found the issue and took care of it in a timely fashion. Jon was in constant communication with us concerning the progress of the repair, and spoke with my mother to relieve her fears. I was especially impressed with how proficient the gentleman who utilized the TV equipment was and how fast he came onsite. I believe it was the next day after I reported the problem. Everyone involved with the job should be commended.”*

11. Departmental Monthly Reports – November

<i>Police</i>	<u>2015</u>	<u>2014</u>
Docket Charges	806	861
Complaints Investigated	7,332	6,655
Accidents Investigated	138	99
Miles Patrolled	56,891	56,275

<i>Fire Rescue</i>	<u>2015</u>	<u>2014</u>
Total Calls	358	423
Structure Fires	1	2
Total Fires	10	18
Fire Loss	\$15,300	\$102,050
Rescue & EMS Incidents	278	312
EMS Transports	218	255
	ALS - 143	155
	BLS - 75	100

General Services

Building Repairs	98
Furniture Manufactured/Repaired	3
Locksmithing – Key Cuts	51
Locksmithing – Lock Repairs and Installations	12
Fuel Keys made for Fuel Master	7
Maintenance Call Outs (After Hours)	3
New Construction/Renovation	1
Welding Fabrication	54
Total Services	229
Preventative Maintenance	68

Library

Information Service

Reference Services	5,642
Internet/PC Users	4,050

Library Programs

Programs	49
Attending	857

Circulation

November 2015	24,995
November 2014	22,108

Meeting Room Use

Groups	12
Audience	244

Patron Registration

November 2015	179
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Library Attendance 15,229

12. Building Permits

PERMITS ISSUED REPORT				
NOV 2015 (FY 2014-2015)				
	CURRENT MONTH		PRIOR YEAR MONTH	
Type of Permit Issued	# of Permits	Estimated Value	# of Permits	Estimated Value
New Residential (SF) Units	8	\$1,162,100	6	\$928,860
New Duplex/Townhouse Units				
New Multi-Family (MF) Units				
Residential Repairs, Alterations & Additions	41	\$272,251	50	\$305,612
New Commercial Construction	1	\$6,438,400		
New Industrial Construction				
Non-Res. Building Repairs, Alterations & Additions	14	\$441,167	23	\$2,160,239
Miscellaneous: Fences, Pools, etc.	15	\$25,529	5	\$85,778
Mobile Homes				
Demolition			1	\$8,300
Mechanical	38	\$206,267	19	\$169,343
Plumbing	34	\$125,194	27	\$123,362
Gas	5	\$7,850		
Electrical	34	\$80,948	40	\$411,979
TOTAL PERMITS ISSUED	190	\$8,759,706	171	\$4,193,473
% CHANGE / PRIOR YEAR	11.1%	108.9%		
CUMULATIVE YTD	3,510	\$96,869,691	434	\$6,675,800
CUMULATIVE % CHANGE YOY	-4.2%	80.4%		
NOTES				
1. "Year" means fiscal year; begins October 1 each calendar year and ends September 30 the following calendar year.				
2. "Cumulative YTD" includes all current & prior month totals for the respective fiscal year.				
3. "% Change / Prior Year" is the net percentage increase or decrease from the prior fiscal year's monthly totals.				
4. "Cumulative % Change YOY" is the net percentage increase or decrease from the prior fiscal year's cumulative totals.				

New Commercial Construction - New Hampton Inn, 2702 Thonotosassa Road



United Food Bank of Plant City

Director

Christine Miller

Executive Committee

Marsha Passmore

Chairman

George Banning

Chairman Elect

Jon Poppell

Immediate Past Chairman

Mary Heysek

Secretary

Matt Buzza

Treasurer

Board of Directors

Beth Tancredo

Brian West

Bruce Rodwell

Carole Wright

Dan Raulerson

David Davenport

Donna Burke

Kendelle Jimenez

Rev. Dean Pfeffer

Silvia Dodson

Tina Pike

Student Advisor

Kayli Bassinger



501 (c)(3)
85-8012589080C-0

A Hand Up, Not a Hand-Out

December 1, 15

Michael Herr, City Manager
City of Plant City
302 West Reynolds Street
Plant City, FL 33563-3216

Dear Mike,

On behalf of the Directors and Staff of the United Food Bank of Plant City, we would like to thank you and the City Commissioners for allowing us to conduct the **Fifth Annual Plant City Empty Bowls Project** at the Robert W. Willaford Railroad Museum outdoor property.

This fundraising project organized by an Empty Bowls Team is two fold; an art project and a lunch event and brings awareness of the food bank and its mission of "A Hand Up, Not A Hand Out". We raised over \$9,500 for the food bank as we enter the holiday seasons.

25 Hillsborough County District VI Public Schools and service organizations participated by handcrafting clay bowls for the project. These clay bowls made by students were given to the public, who made a donation to the food bank, to take home empty as reminders of all the *empty bowls* that go unfilled every day in our community.

13 varieties of delicious and healthy soups were homemade and served at the lunch event held on Saturday, November 14th at the railroad museum.

This year, we invited Chief Azzariti and Chief Duncan to allow their respective departments to make a soup for Empty Bowls. Both accepted and encouraged a team from the Plant City Fire and Police Departments to participate. We thank Officer John Carter's team from the Fire Department and Officer Clemente Fiol's team from the Police Department who made the delicious soups served at the lunch event.

We thank Mark Emery and his staff Jeff Campbell and Jessey Bradshaw who set up the electrical outlets for us to use to heat the slow cookers with the soups.

We appreciate Jack Holland and his staff for the use of the Parks and Recreation Department stage used by the entertainment at Empty Bowls.

As you know, it takes a lot of people working together for the good of the project to make it successful. We appreciate the cooperative spirit the City has shared with us to conduct this fundraising project for the food bank.

Respectfully,

Silvia Dodson

UFB Board Member/Empty Bowls Team Member

Cc: Christine Miller, UFB Executive Director

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