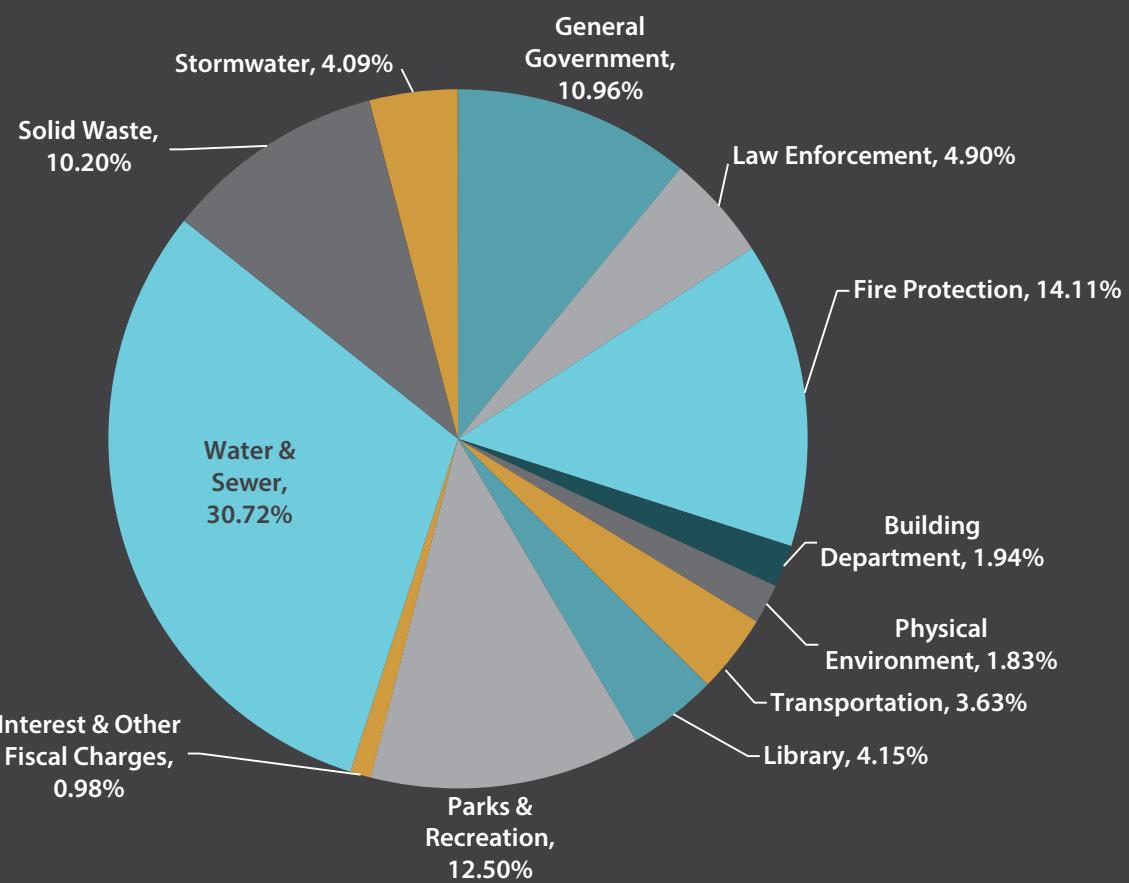


CITY OF SAFETY HARBOR ANNUAL REPORT

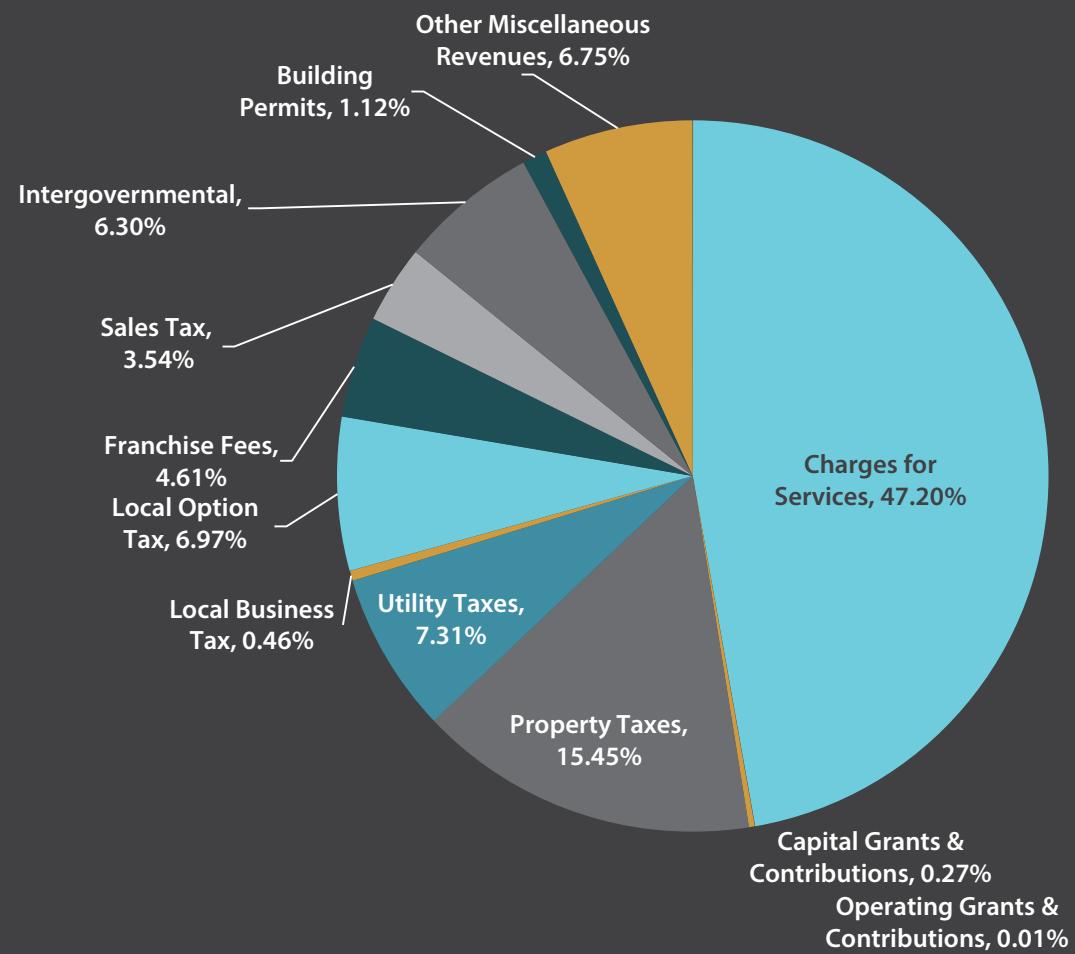
2018

FINANCIAL HIGHLIGHTS

EXPENDITURES BY TYPE:



REVENUES BY SOURCE:



— COMMUNITY DEVELOPMENT —

Weatherstone

BUILDING PERMITS & INSPECTIONS:

In fiscal year 2017-2018, the Building Division received **3,054 building permit applications** and **5,338 inspection requests**, representing an **11% increase in permits** and an **8% increase in inspections** since last year.

CODE COMPLIANCE:

The City's Code Compliance Officer responded to **558 requests for assistance** on numerous topics including illegal signs, trash accumulation, and permit violations.

BUILDING PERMIT APPLICATION

REVIEW FEE STUDY:

The City hired MGT Consulting Group in December to update building permit application fees. The study is expected to take six months to complete.

BUSINESS TAXES:

In fiscal year 2017-2018, **1,141 business tax renewal letters** were mailed and **123 new business license applications** were received.

NEIGHBORHOOD GRANT PROGRAM:

Neighborhood grants were awarded in the fall of 2018 for neighborhood project and beautification matching grants, as listed below:

Grant Type	HOA	Project Description	Grant Award
Beautification	Baytowne West HOA	Landscaping	\$2,500
Beautification	Cypress Hollow HOA	Landscaping	\$2,411
Project	La Playa Estates HOA	Solar LED street light	\$5,000
Project	Cypress Trace North Condo Association	Purchase & installation of lighted flag pole	\$1,259
Project	Rainbow Farms HOA	Entryway sign	\$5,000
Project	Los Arcos	Entryway sign lettering	\$1,646
Project	Cypress Trace South HOA	Entranceway LED lighting including electricity	\$1,800
Project	Georgetown East	Community message board at entrance	\$4,483
		TOTAL	\$24,099

— COMMUNITY DEVELOPMENT —

Code Amendments:

Several ordinances were adopted in 2018 to amend the Land Development and City Codes, including regulations to amend construction noise requirements on weekends, create a design incentive bonus program for residential, non-residential and mixed use development, update fire hydrant regulations, update fence requirements, add lighting regulations, update parking regulations including a new bike parking requirement, add a variation in design requirement for residential development, and update the tree ordinance. Several of the code amendments were the result of the Small Town Charm report prepared by the Planning and Zoning Board.

Development Application Review:

In 2018, the Technical Review Committee (TRC) reviewed the following application types:

- 1 annexation
- 1 plat
- 3 rezonings
- 3 variances
- 3 waivers
- 5 site plan modifications
- 4 conditional uses
- 7 temporary uses

Free Tree Giveaway:

On October 20, 2018, the City gave away *300 flowering trees* to city residents and business owners.

Tree Plantings:

Staff worked with the Huntington Trails Homeowners' Association to replace hazardous laurel oak trees with Walters Viburnum flowering trees within the Green Springs Drive median. Staff also planted several new shade trees west of 9th Avenue North as a result of the city's Walking Audit report.

Street Tree Program:

The City re-launched the street tree program in 2018 to add shade and beauty to the city. Numerous applications were received from residential property owners to participate in the program. Prior to planting, staff confirmed there were no utility conflicts. A total of *20 shade trees* were planted.

Downtown Parking Study:

As a follow up to the Small Town Charm report, the Planning and Zoning Board oversaw the collection of data regarding downtown parking. An on-line parking survey was conducted resulting in a total of *424 surveys*. In addition, downtown parking counts were conducted during a regular business day and during an event to establish base data. Public parking spaces were occupied at a rate of 52% during the regular business day and 70% during a Third Friday when the counts were conducted. The Planning and Zoning Board presented the full results and their recommendations at the October 1, 2018, City Commission meeting. A link to a downtown public parking information is below:
cityofsafetyharbor.com/794/Public-Parking

Comprehensive Plan Update:

In 2018, staff completed an update of the Comprehensive Plan to replace outdated language, update maps, and update policies based on current and future programming.

— ENGINEERING —

PIPE LINING

In 2018, approximately 24,500 LF of 8" diameter sanitary sewer pipe was installed. In addition approximately 2,200 LF of storm sewer pipe of various sizes was installed. Two more pipe lining projects are scheduled for 2019 to ensure reliable sanitary sewer service in the City.

WATERFRONT PARK PHASE 2

Phase 2 improvements consist of additional sidewalk along the shoreline with an east/west connection to the 10 foot sidewalk on the west side of the park; and construction of a brick plaza area covered with shade sails. Amenities include open green spaces, benches and trash cans. Work was completed in December 2018. Future improvements to be completed in 2019 include a living shoreline to replace the dilapidated sea wall, a spring feature, and lighting along the sidewalk.

COMMUNITY CENTER FITNESS CENTER

This project consists of the addition of a 1,900 SF one-story fitness center, renovations to the Community Center front desk, and associated electrical updates, HVAC expansion, utility modifications. Construction plans were completed July 2018, and a construction contract awarded in September 2018. Construction began in January 2019.

MAIN STREET IRRIGATION, STREETSCAPE & LANDSCAPE IMPROVEMENTS

Streetscape improvements were made to increase pedestrian path widths and trip hazards were eliminated by way of replacing broken concrete. Existing vegetation was removed at each intersection on Main Street from 10th Avenue to 2nd Avenue. Ground cover was placed in landscape beds and trees in disrepair were replaced. Existing irrigation components were repaired to allow for a fully operational system. Work was completed in October 2018.

INFLOW-INFILTRATION STUDY

The City of Safety Harbor is undertaking a program aimed at reducing the total volume of wastewater flow being conveyed to the City of Clearwater's Northeast Advanced Wastewater Treatment Facility. The flow reduction focuses on wet weather related storm water inflow that enters the wastewater collection system during periods of inclement weather. Another focus relates to reducing the volume of total groundwater infiltration that enters the collection system during both dry and wet weather periods. The overall goals of this project will be to identify storm water inflow and groundwater infiltration sources that are contributing to the highest levels of extraneous flow and the necessary steps to cost effectively remediate them. Reduction in flow due to storm water inflow and groundwater infiltration will significantly reduce costs for wastewater treatment and provide significant savings to the city. As of December 2018, monitoring of rainfall events and groundwater infiltration is complete. Further evaluation will continue in 2019.

WATER MAIN REPLACEMENT PROJECTS

Since 2016, the City's professional consultants have completed the design of four water main replacement projects. Construction was completed in August of 2018 for one of these projects, one is currently under construction, and commencement of the other two is scheduled for early 2019. Three additional projects are currently in design. The purpose of these projects is to replace infrastructure that has exceeded its life expectancy in an effort to avoid costly repairs when pipes fail.

Construction completed:

- South Green Springs Water Main Replacement - 6,500 LF

Projects under construction:

- 13th Ave N to 9th Ave N Water Main Replacement - 1,750 LF
- Green Springs Water Main Replacement - 5,200 LF
- Huntington Office Park Water Main Replacement - 1,000 LF

Projects in design:

- Espiritu Santo / Washington Brennan Water Main Replacement - 11,600 LF
- Philippe Pointe Pedestrian Bridge Water Main Replacement - 600 LF
- Pinellas Ave, Melrose Dr and Avon Dr Water Main Replacement - 3,600 LF

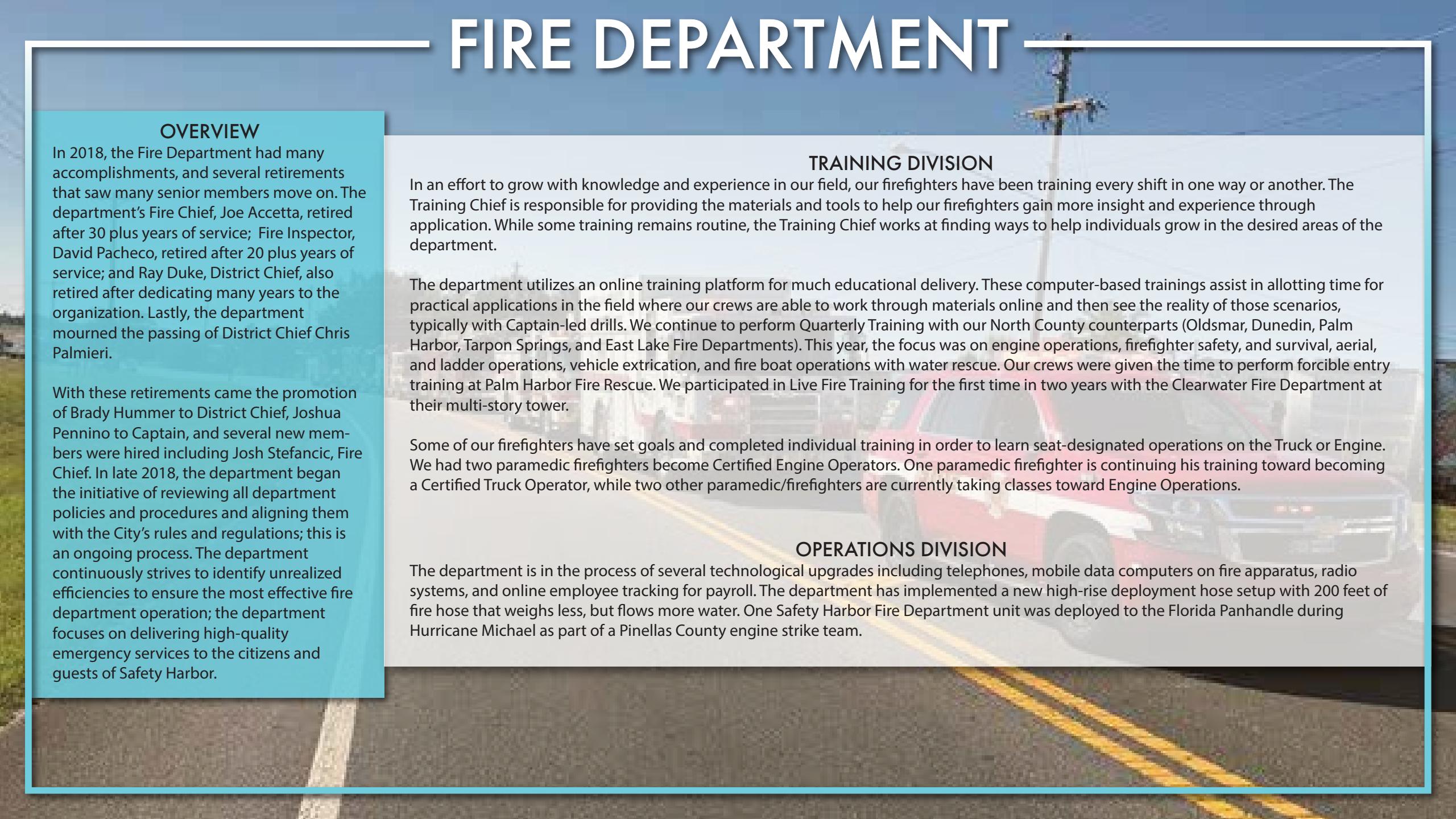
PROGRESS REPORT - DESIGN

- Espiritu Santo/Washington Brennan Water Main Replacement
 - 100% Construction Drawings
- Harbor Heights Intersection Drainage Improvements & Curb Replacement
 - 100% Construction Drawings
- Inflow-Infiltration Study
 - Preliminary
- Main St Intersections Reconstruction
 - Preliminary
- Marina Channel Dredging FY18-19
 - Preliminary
- Marina Seawall Rehabilitation
 - Preliminary
- Pavement Condition Assessment
 - Preliminary
- Philippe Pointe Pedestrian Bridge Water Main Replacement
 - Preliminary
- Pinellas Ave, Melrose Dr and Avon Dr Water Main Replacement
 - Preliminary
- Pipe Lining FY18-19 (Sanitary Sewer - S Green Springs Subdivision)
 - Preliminary
- Pipe Lining FY18-19 (Storm Sewer)
 - Preliminary
- Scott St Utility Repairs
 - 100% Construction Drawings
- Storm Water Projects FY17-18
 - o 2nd St S and 6th Ave S Intersection
 - Survey
 - o Coventry East cul-de-sac
 - Survey
 - o MLK and Powhatan St Intersection
 - Survey
 - o Philippe Pkwy Sidewalk Flum
 - 100% Construction Drawings
 - Sugar Bear Sanitary Sewer Replacement
 - 100% Construction Drawings

PROGRESS REPORT - CONSTRUCTION

- 13th Ave N to 9th Ave N Water Main Replacement
 - Start 01/21/2019
- Baywoods 1 Sanitary Sewer Replacement
 - Completed 07/2018
- City Park Drainage Improvements
 - Construction 01/19
- Community Center Fitness Center
 - Under Construction
- Force Main Bypass at CSX and Enterprise Rd
 - Construction 01/19
- Green Springs Water Main Replacement
 - Start 01/2019
- Huntington Office Park Water Main Replacement
 - Under Construction
- Main Street Irrigation, Streetscape & Landscape Improvements
 - Completed 10/2018
- MLK Sidewalk Extension at Folly Farm
 - Start 01/21/2019
- N Bayshore Dr Drainage Improvements
 - Completed 05/2018
- N Bayshore Dr Sanitary Sewer and Force Main Replacement
 - Start 02/2019
- N City Park Dog Park Water Main
 - Construction 12/18
- Pipe Lining FY16-17 (Sanitary Sewer and Storm Sewer)
 - Completed 11/2018
- Pipe Lining FY17-18 (Storm Sewer)
 - Completed 11/2018
- South Green Springs Water Main Replacement
 - Completed 08/2018
- Street Resurfacing FY18
 - Completed 10/2018
- Waterfront Park Phase 2
 - Completed 12/2018

FIRE DEPARTMENT



OVERVIEW

In 2018, the Fire Department had many accomplishments, and several retirements that saw many senior members move on. The department's Fire Chief, Joe Accetta, retired after 30 plus years of service; Fire Inspector, David Pacheco, retired after 20 plus years of service; and Ray Duke, District Chief, also retired after dedicating many years to the organization. Lastly, the department mourned the passing of District Chief Chris Palmieri.

With these retirements came the promotion of Brady Hummer to District Chief, Joshua Pennino to Captain, and several new members were hired including Josh Stefancic, Fire Chief. In late 2018, the department began the initiative of reviewing all department policies and procedures and aligning them with the City's rules and regulations; this is an ongoing process. The department continuously strives to identify unrealized efficiencies to ensure the most effective fire department operation; the department focuses on delivering high-quality emergency services to the citizens and guests of Safety Harbor.

TRAINING DIVISION

In an effort to grow with knowledge and experience in our field, our firefighters have been training every shift in one way or another. The Training Chief is responsible for providing the materials and tools to help our firefighters gain more insight and experience through application. While some training remains routine, the Training Chief works at finding ways to help individuals grow in the desired areas of the department.

The department utilizes an online training platform for much educational delivery. These computer-based trainings assist in allotting time for practical applications in the field where our crews are able to work through materials online and then see the reality of those scenarios, typically with Captain-led drills. We continue to perform Quarterly Training with our North County counterparts (Oldsmar, Dunedin, Palm Harbor, Tarpon Springs, and East Lake Fire Departments). This year, the focus was on engine operations, firefighter safety, and survival, aerial, and ladder operations, vehicle extrication, and fire boat operations with water rescue. Our crews were given the time to perform forcible entry training at Palm Harbor Fire Rescue. We participated in Live Fire Training for the first time in two years with the Clearwater Fire Department at their multi-story tower.

Some of our firefighters have set goals and completed individual training in order to learn seat-designated operations on the Truck or Engine. We had two paramedic firefighters become Certified Engine Operators. One paramedic firefighter is continuing his training toward becoming a Certified Truck Operator, while two other paramedic/firefighters are currently taking classes toward Engine Operations.

OPERATIONS DIVISION

The department is in the process of several technological upgrades including telephones, mobile data computers on fire apparatus, radio systems, and online employee tracking for payroll. The department has implemented a new high-rise deployment hose setup with 200 feet of fire hose that weighs less, but flows more water. One Safety Harbor Fire Department unit was deployed to the Florida Panhandle during Hurricane Michael as part of a Pinellas County engine strike team.

HUMAN RESOURCES

OVERVIEW:

The City of Safety Harbor's Human Resources Department recruits, develops, and retains a high-performing and diverse workforce while fostering a healthy, safe, and productive work environment for the citizens, employees, and their families in order to maximize individual and organizational potential.

In 2018, the HR Department processed 1,126 new employment applications; prepared and managed 79 job postings; and facilitated the hiring of 57 new employees. Additionally, the Department administers the following:

- Annual Employee Wellness Fair and Wellness Initiatives
- Annual Bill Cropsey Citizen's Academy
- Christopher Palmieri Employee of the Quarter
- Annual Open Enrollment
- HarborGram (Quarterly Employee Newsletter)
- Workplace Satisfaction Survey
- Firefighters' Pension Board of Trustees
- Personnel Review Board
- Wellness Committee, Benefits Committee, Safety Committee

Visit CityofSafetyHarbor.com/662/Employment for the City's current employment opportunities.

LEISURE SERVICES

PROGRAM SPOTLIGHTS:

-Nerf Wars at Waterfront Park brought 150 participants together for a friendly current day game of cops and robbers teaching teamwork, strategic planning and conquering obstacles.

-After-school Program & School Age Program K-5 instituted a character program focusing on monthly traits and rewarding individuals who exemplify those character traits.

-Blacklight Art Show at the Museum: had over 250 attendees.

Overnight Trip to California: Safety Harbor's seniors visited San Francisco, Sacramento, and Lake Tahoe creating great memories.

-Museum's FPAN Homeschool Archaeology Talk brought 35 families to explore ancient artifacts under a microscope just like an archaeologist.

-Tampa Grand Prix: Safety Harbor teens got out on the town and experienced go cart racing at 50 mph.

-6-Legged Race at Waterfront Park featured a one mile race of four dog legs and two owner legs = the 6-Legged Race. Other activities included: play stations, doggie pools and lots of treats.

-Teen Neon Night featured black light activities: face-painting, glow dodgeball and volleyball, and the DJ's dance floor.

Youth Basketball Leagues:

The winter/spring league hosted 151 participants, 14 team sponsors, 93 games played, over 25 volunteer coaches, and hundreds of spectators and parents witnessing growth on the basketball court. The summer league enjoyed 145 participants, 14 team sponsors, 90 games played, over 25 volunteer coaches teaching teamwork, and positive sportsmanship.

-North Pinellas Track continued to be the epitome of recreational sports with over 150 participants ranging in age from 4 to 16 years old from five different cities (Safety Harbor, Dunedin, Largo and Pinellas Park) competing in a variety of track and field events.

-Inaugural Summer Camp Expo gave parents and caregivers an opportunity to learn about the summer camp offerings in Safety Harbor before registering. The expo displayed full day camp itineraries and meetings with contractual instructors. This event assisted parents and caregivers with summer planning to keep everyone safe and active.

-Teen Leaders: 85 Teen Leaders assisted with full and part day camps throughout the summer with opportunities to learn about leadership, job development, and assisting instructors with summer fun camps.

-Truck-n-Play Day continues to be a very popular event giving participants an opportunity to get up close to various trucks, construction equipment, first responder vehicles, and helicopters with active game options throughout the park.

EVENT SPOTLIGHTS:

-2018 was a monumental year for special events, with City venues hosting 100+ Special Events throughout the year.

-Special Event Code of Ordinances updated and approved by City Commission.

-3rd Friday Music Series assisted 12 certified non-profit organizations with fundraising.

-17th Annual Wine Festival proceeds, along with proceeds since its inception, has raised over \$454,000 for local charities.

FACILITY SPOTLIGHTS:

-Veterans Memorial underwent major improvements with the replacement of 455 engraved commemorative bricks, new site furniture and benches, shelter painting, and new landscaping and turf.

-North City Park Dog Park: Parks staff renovated an under-utilized area of the park for a designated dog park, including agility equipment, benches and space for off-leash running.

-Main Street underwent a makeover with new landscaping and irrigation upgrades.

-Community Center Fitness Room construction began with a late summer 2019 completion date.

-Folly Farm Nature Preserve added acreage with the purchase of a residential parcel to be included in the property master plan.

-Waterfront Park added a shaded plaza area and additional connecting pedestrian sidewalks.

-Mullet Creek Park is the permanent home of the bronzed Tocobaga Indian children artwork.

LEISURE SERVICES

PARTNERSHIPS:

- Safety Harbor Little League
- Safety Harbor Museum of Regional History
- Weiss Family Trust
- Florida Sheriff's Youth Ranch
- City of Clearwater Youth Use Agreement
- Pinellas County Schools Joint Use Agreement
- Common Ground Community Garden
- Safety Harbor Boat Club
- Mease Hospital
- Safety Harbor, Dunedin, Tarpon Springs & Oldsmar Recreation Interlocal Agreement

WHO HELPS US GET IT DONE... BOARDS & COMMITTEES:

- Parks & Recreation Advisory Board
- Public Art Committee
- 3rd Friday Committee
- Contractual Program Instructors
- Volunteers
- Interns

BY THE NUMBERS:

- 70 permanent & on call staff members
- \$1,002,350 Annual Revenue
- 25 Licensed Commercial Drivers
- 18 active & passive Parks
- 2 active Recreation Centers
- 1 historical Museum
- 1,539+ programs offered
- 65,241 program participants
- 115 senior trips
- 2,087 senior trip participants
- 182 summer camps offered
- 13,201 summer camp participants
- 9 playgrounds
- 3 dog parks
- 10+ staff nationally certified
- 125+ acres of parkland maintained
- 33 facilities maintained



LIBRARY

BY THE NUMBERS

Annual Visitors = 200,455 | Average 576 daily
4,960 more guests than previous year

All Checkouts = 237,775 - Up 7%

E-Book Checkouts = 21,591 - Up 22%

Program Attendance All Ages = 33,840 - Up 36%

Computer Sessions = 23,043

Volunteer Hours = 6,827

Meeting Room Usage = 5,177
people and 299 community groups used our space

Study Room Usage = 2,598

Library Cards = 1,315 new cards

Questions Answered = 27,647

ACCOMPLISHMENTS

Tool Library had a 159% increase in circulation with 628 items checked out.

Eight students graduated from the Career Online High School program.

Awarded Florida Humanities Council grant, and kicked off Florida Stories with our Community Partners.

ADULTS

5,307 adults attended a variety of cultural and educational events.

YOUTH

106 Summer Reading programs held in June and July.

129 teen programs engaged our teens with overall attendance up 49%!

OUTREACH

Delivered 3,133 items to homebound customers in 152 visits - 19% increase over last year! Delivered 45 Book Boxes to pre-schools and 37 Memory Boxes to assisted living facilities.

NEW RESOURCES

WiFi Hot Spot Lending



PUBLIC WORKS

FLEET

- Performed 135 preventative maintenance services
- Answered 15 roadside service calls to city vehicles
- Completed 100 small engine repairs
- Replaced the brakes on 49 vehicles and adjusted

WATER/SEWER

- 6,375 feet of sewer line was cleaned
- 1,910 locates were done
- 373 meters were replaced
- 470,928,400 gallons of sewer flow
- 525,076,000 gallons of potable water

SANITATION

- 1,359.28 tons recycling was collected curbside
- Collected 7,000 tons residential trash
- Received \$1,131.59 in recycling revenue

STORM WATER

- Pamphlets, brochures and other informational and educational material are available at City buildings to increase public awareness. Information was also made available on the City's website. Placed inlet stencil markers on city-wide catch basins identifying their purpose and importance.
- Maintenance of 8.1 miles of ditches and creeks annually.
- Cleaning and inspection of over 1,702 catch boxes within the city.
- Maintain compliance with SWFWMD (Southwest Florida Water Management District) in conjunction with the Engineering Department.
- Excavated sediment deposits from ditches and reshaped eroded banks.
- Cleaned and inspected 243 outfall structures.
- Repaired 7 catch basins
- Completed 1 erosion project

STREET

- A total of 212 work orders requests were received and 206 were completed by the Street and Storm water Division.
- 197 cubic yards of concrete used to repair/replace driveways, ADA ramps, curbs and sidewalks.
- Recycling of dirt accumulated as a result of various city projects performed by city staff or city-hired contractors. This process involves the sifting of the material, which separates the debris from the usable soil. The debris is hauled to a dump site and the remaining soil is stockpiled and reused on future city projects.
- Removal or trimming of 145 diseased or dead trees.
- Replaced 10 traffic signs due to new federal standards and installed new stop signs.
- Street sweeping debris collected equaled 34.29 tons.
- Completed various asphalt repairs using 29.81 tons of asphalt.
- Sifted and hauled away 178.3 tons of debris from Public Works.