



**City Manager
Annual Report
FY 2014**

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Greetings from the City Manager



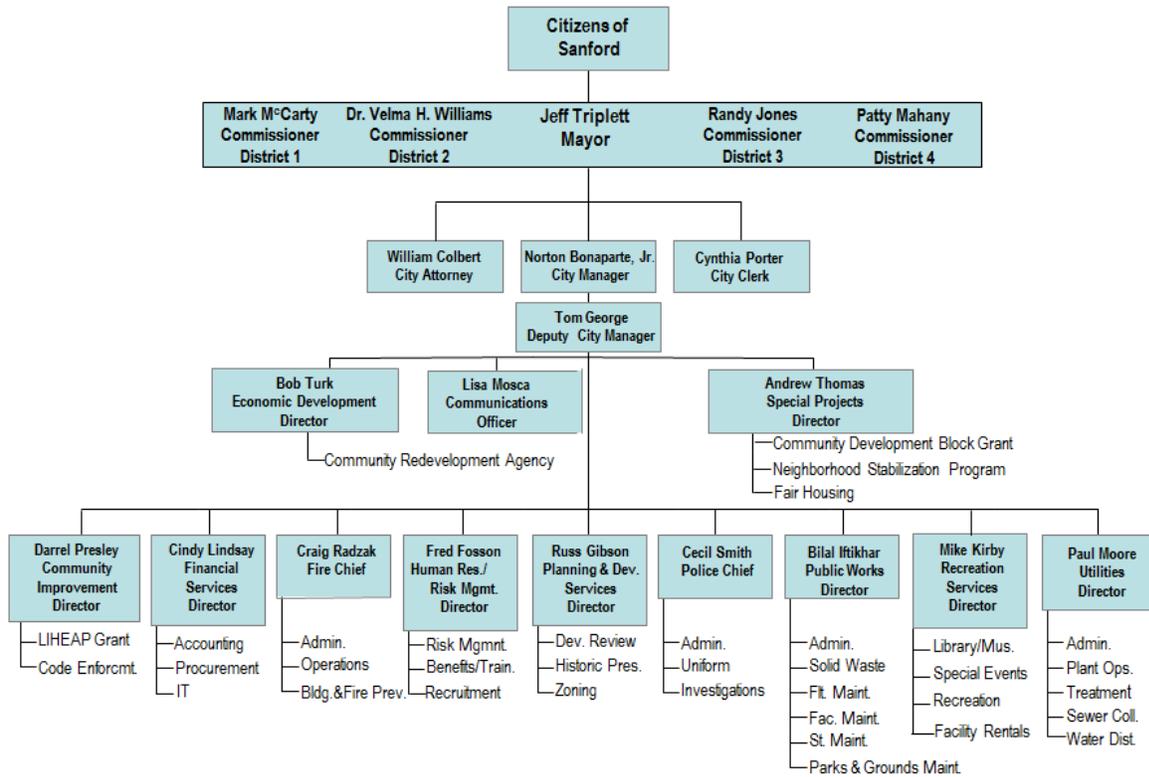
Norton N. Bonaparte, Jr.

The City of Sanford has experienced a year of steady growth, expansion and increased productivity across all Departments.

Through the coordinated efforts of dedicated staff, City services and programs have remained constant for our residents and visitors.

Attached are the many accomplishments that were achieved during FY 2014.

City of Sanford Organization Chart



City Clerk's Department

Cynthia Porter, City Clerk

This year marked an era of change for the City Clerk's Office with the **promotion/appointment of a new City Clerk, Cynthia Porter, as well as a new Deputy City Clerk, Traci Houchin.** Not only were improvements made to the office areas, but many "customer friendly" changes were implemented to help serve our citizens.

- Public Records Requests processed: 125
- Records Destroyed: (cubic feet): 501
- Documents scanned into Laserfiche: 12,414 (new) & 6910 (old)
- Meetings/Agendas: 65
- Minutes produced: 23
- Notices for meetings other than Commission Meetings: 44
- Ordinances: 26
 - Annexation – 7
 - Rezone – 5
 - Vacate – 2
 - Small Scale Comprehensive Plan Amendment – 2
 - City Code – 10
- Resolutions: 40
- Legal Ads placed: 37
- Staff Training Sessions Conducted:
 - Public Records/Records Management – 4
 - Laserfiche Users – 1
 - WebLink – 1
 - MuniCode – 1

NEW TECHNOLOGY

Laserfiche WebLink – through access on City website offers a searchable inventory of most of Sanford's official documents, such as City Commission Minutes, Ordinances, Resolutions, Contracts & Agreements, Deeds as well as other public records.

Commission District Mapper – by inserting an address, residents can immediately receive useful information such as what Commission District they reside in as well as their Commissioner's name and contact information, voting precinct number, congressional district information as well as their County Commissioner's.

District locator - [District Locator](#)

Web Link - [Web Link](#)

**Community Development Block Grant (CDBG)
Neighborhood Stabilization Program (NSP)
Special Projects**
Andrew Thomas, Special Projects Manager

CDBG

- **Total** CDBG Allocation for Program Years 2010 -2014 = \$1,709,548
 - ♦ Total spent: \$1,213,444
 - ♦ Obligated for projects currently underway: \$ 496,104.
- **Provided** a \$51,000 grant for Youth Empowerment Leadership Development Academy.
 - ♦ **Employed** 43 youth for the summer and provide leadership training
- **Provided** \$65,000 in grant dollars to fund Minor Home Energy Improvement program to assist 10 low income households in Goldsboro and Georgetown with grants up to \$5,000 each - a total of 11 low income homeowners were assisted.
- **Installed** new pavilion, table and grill at Academy Manor Park with a \$35,000 grant.
- **Provided** grants totaling \$45,000 to 6 businesses on Historic Goldsboro Boulevard to assist with emergency repairs and façade' improvements.
- **Demolished** 3 abandoned and blighted houses in the Goldsboro and Georgetown areas.
- **Assisted** (through The Immediate Needs housing rehabilitation program) 7 low and moderate income homeowners with grants of \$15,000 to address plumbing, electrical, roofing, heating and air conditioning repairs.
- **Assisted** (through The Roof Repair and Replacement program) 21 seniors and disabled low and moderate income homeowners in need of roof repairs with grants that averaged \$6,500.
- **Partnered** with Clear Channel, Harvest Time International and Operation Finally Home and broke ground on the first of two homes for disabled veterans.
- **Identifying** and **analyzing** the distressed areas of the City.

NSP

- **Purchased** and **rehabilitated** 4 foreclosed properties in the Dreamwold, Country Club and Pinehurst neighborhoods.
- **Assisted** 5 low income households to become first time homeowners.
- **Purchased** and **rehabilitated** 4 long-term affordable rental units.

Community Development Block Grant (CDBG) Neighborhood Stabilization Program (NSP) Special Projects Continued:

COMMUNITY RELATIONS

- **Conducted** a six month status report to the community on the implementation of the recommendations from the Blue Ribbon Panel on Police Community Relations.
- **Continuing** to work with Faith Based organizations to strengthen relationships and build program capacity.
- **Conducted** presentations on Peace and non-violence on International Peace Day to:
 - 35 students at the Eugene Gregory Center
 - 110 youth at the Boys and Girls Club
 - 15 Students at Hamilton Elementary School – (Started Peace Ambassadors program)
 - 50 Students of the Young Men of Excellence Program\
- **Initiated** focus group to discuss President Obama’s “My Brother’s Keeper” and to assess the plight of young men of color in Sanford.
- **Continuing** to partner with Valencia College in the creation of a Peace and Justice initiative for Sanford.
- **Continuing** to communicate with the U.S. Department of Justice Community Relations Services to assess progress on the City’s Nine-Point Plan.

HOMELESSNESS

- The Sanford Task Force on Homelessness continues to meet and assess the gaps in services to the homeless population in Sanford.
- Active participant in the Seminole County Community Conversation on Homelessness.
- Active participant with the Central Florida Commission on Homelessness.
- **Continuing** to serve on the Board of Homeless Services Network.
- **Provided** a \$70,000 grant to the Rescue Outreach Mission to assist with their \$700,000 expansion to their facility.

Community Improvement Department
Darrel Presley, Director

- **Investigated** 1,716 code complaints by Code Enforcement Officers
- **Completed** the condemnation and demolition of 10 dilapidated structures by leveraging CDBG funding with the Department's operating budget
- **Collected** \$37,742 in outstanding liens through the Lien Amnesty Program and allowed 17 properties to be brought into compliance
- **Completed** the transfer of 978 vacant property registrations to the online data base at VacantProperties.com
- **Administered** \$794,900 in supplemental energy assistance to 2,158 low income families in Seminole County through the Low Income Home Energy Assistance Program (LIHEAP)

Economic Development

Bob Turk, Director

- **New Jobs Created This Year**
 - Over 500 new manufacturing jobs created with an average salary over \$35,000
 - Over 300 new jobs created in the hospitality sector – average salary starting at \$15/hour, Hotels, apartments, restaurants
 - **Created** over 300 building construction jobs due to industrial and residential development

- **Partnered** with Seminole County to incentivize the expansion of True Choice Telecom, providing business communication services to local business and industry, creating over 40 new jobs within 4 years with an average salary of \$37,6000 and with a capital investment of over \$481,500

- **Partnered** with Seminole County to incentivize the expansion of the corporate headquarters of Hernon Manufacturing, creating an additional 20 jobs over the next 36 months with an average salary of \$41,278 and with a capital investment of over \$2,000,000

- **Coordinated** with the City's Communication Officer to implement a positive promotion and advertising initiative for the City in local and regional media, including video, radio, newsprint and magazines

- **Incentivized** through the Sanford CRA the completion of the Sanford Avenue Streetscape, the rehabilitation of an office building on Sanford Avenue and a façade grant of a business on First Street

- **Provided** shuttle service from the SunRail station to downtown Sanford in a newly wrapped van during lunch hours and for the Alive After Five event

- **Participated** with the Sanford Chamber of Commerce in initiating a Downtown Merchants Council and expanding the Economic Development Committee to host an annual Industry Appreciation Dinner

- **Facilitated** 12 public meetings for the Sanford CRA

- **Represented** the City and participated in the Seminole County 17/92 CRA Committee

- **Initiated** the planning and design of the city-owned property in the downtown business district for future development

Finance Department

Cynthia Lindsay, Director

- **Completed** the 2015 Budget process – a \$92 million budget
- **Completed** the 2013 Comprehensive Annual Financial Report (CAFR) and received a clean audit opinion.
- **Completed** 23 RFPs, RFQs, IFBs, and/or bids.
- **Saved** \$263,299 in taxes by purchasing material directly vs. the contractor purchasing it under their contract (Owner Direct Purchases (ODPs))
- **Contracted** with a debt collection agency and started the process of turning over all of our outstanding debt

IT Division

- **Network Redesign** – Completed a redesign of the City’s Network Infrastructure in order to provide a stable and reliable method of communications for all phone and data services
- **Additional Internet** – Implemented a second internet connection at the PSC for disaster recovery, redundancy, and daily use
- **Phone System Upgrade** – Completed an upgrade and replacement of the City’s phone system in order to implement 5 years’ worth of updates, new features, and stability fixes for the system. This included primary and backup phone systems split between City Hall and the PSC for redundancy
- **Cell Phone Upgrade** – Migrated all City Cell phone service to another carrier thereby providing improved service, additional features, and substantial cost savings to the City
- **GIS Services** – Built a GIS presence on the internet which will allow the city to provide GIS related services and information to the Citizens
- **Training Programs** – Continue to offer and expand on training for Computer Software such as: Windows 7, Windows 8, Office 2010, and Office 2013, and hardware such as Smartphones to employees in order to improve their capabilities with these systems

Finance Department IT Division Continued:

- **PC and Software Refresh** – Nearly completed a 3 year City Wide refresh of computers and software to provide new tools to employees such as Windows 7, Windows 8, Office 2010, and Office 2013
- **Copier Technology Refresh** – Completed the replacement of Copiers City wide in order to provide additional functionality to employees such as: Scan directly to drives, E-Fax Receipt, E-Fax Delivery, Secure Print, scan to Word, scan to Excel, and the ability to receive prints at any copier city-wide
- **Sanford Police Department Laptop Upgrade** – Completed a department wide refresh to Police Department laptops in order to upgrade or provide new functionality for the following software: Iyetek Crash Reporting Software, Virtual Partner Software, GPS Vehicle tracking and locating software to integrate with AVL (now known as Sherlock) for Business Intelligence, Taser Body Camera software Upgrades for laptop sync, Cafe Web Software, and more
- **Call Tree Redesign** – Completed a redesign of the City's Automated Call Recording System in order to provide more accurate routing of calls from Citizens in order to enable departments to spend less time routing calls and more time servicing citizens requests.

Fire Department

Craig Radzak, Fire Chief

- **Reviewed** the Emergency Operations Center with the City Emergency Management Team at the Public Safety Complex, and completed the lines of succession for the Continuity of Operations Plan (COOP) for each Department and Division. Trained staff members in Logistics Section Chief and Emergency Management Institute courses.
- **Submitted** FEMA Grant Program application for providing training for all firefighters. If approved, the grant will enable the Department to provide approximately \$200,000 worth of training. Also, submitted a Safety and Fire Prevention grant for portable extinguisher training prop to demonstrate the proper use of extinguishers to the public.
- **Changed** the building permit requirements to include State of Florida code specific requirements for easier permitting for both the contractors and homeowners, and changed the permit inspection cards to a color-coded system so inspectors and citizens can identify work being done.
- **Created** a streamlined approach to handling dilapidated and unsafe structures by partnering with the Community Improvement Department.
- **Remodeled** the Building and Fire Prevention Division customer service counter to promote an approachable and customer friendly area.
- **Purchased** replacement electrocardiogram (ECG) monitors for each rescue apparatus giving paramedics the latest technology in cardiac care. An additional ECG monitor was purchased for the engine at the Public Safety Complex improving our level of service to the busiest district in the County.
- **Purchased and upgraded** specialty dive equipment for our trained Fire Department employees which will protect our employees from contaminants in the bodies of water in our community and will provide them a communication system for underwater operations.
- **Commenced** training of all City employees in ICS 100 & 700 level courses to assist the City with receiving FEMA reimbursable expenses if a federally declared emergency exists.
- **Completed** all (approximately 2,300) annual fire inspections on commercial buildings.
- **Replaced** all extrication equipment on all our engines and tower apparatus giving our firefighters the latest technology to extricate patients from auto accidents and other entrapment incidents.
- **Implemented** inventory and tracking program known as Operative IQ to assist with medical supply ordering and accountability.
- **Implemented** the National Testing Network recruit tool to bring in quality employees. This nationally recognized human resource program scores applicant based on behavior and fire service based scenarios to bring in top quality employees.
- **Trained and certified** nine firefighters in CPR Instructor and purchased new adult and pediatric mannequins to allowing us to re-deliver CPR training to our community to show quality of chest compressions and ventilations.

Human Resources and Risk Management

Fred Fosson, Director

- **Advertised** 75 Vacancy Announcements through 9-30-14 compared to 70 in all of FY13 and 49 in all of FY12.
- **Received** 3,038 employment applications through 9-30-14 compared to 2,854 in FY13 and 2,934 in all of FY 12.
- **Processed** 73 new hires through 9-30-14 compared to 67 in FY 13 and 53 in all of FY12.
- **Maintained** low levels of Workers Compensation Claims, 37 in FY14 compared to 26 in FY13.
- **Celebrated** the Eighth Annual Safety Incentive Program recognizing FY, 13, FY12 and FY11 especially the Record low Workers Compensation claims costs of FY11 of only \$44,000.
- **Maintained** contributions to the Employee Health Insurance at the same level for eight years in a row.
- **Implemented** the first electronic Open Enrollment to City employees. Conducted multiple Open Enrollment informational sessions.
- **Reinstated** the Employee Service Awards Recognition and Luncheon for Years of Service.
- **Developed** a plan to provided employees a one-time award for service longevity.
- **Held** a successful Breast Cancer Awareness Week in October 2013.
- **Coordinated** and administered two Wellness Walks.
- **Coordinated** and administered the City Employee Wellness Bowling night.
- **Hosted** CareHere monthly Lunch and Learns on health and wellness topics since February 2014.
- **Implemented** the electronic benefits enrollment with Benefitfocus; scheduled 16 employee informational and training sessions.

Human Resources and Risk Management Continued:

- **Prepared** and submitted for distribution of multiple revised or new Administrative policies.
- **Continued** the City of Sanford initiated quarterly Seminole County City/County Human Resources Directors/Managers roundtable meetings.
- **Conducted** multiple Position Description Questionnaire (PDQ) studies.
- **Recruited** and hired 2 of the 4 Human Resources/Risk Management (HR/RM) budgeted positions.
- **Cross-Trained** in other areas of HR/RM as a result if the need for above stated recruitment; department now has more redundancy capabilities in the case of a long term staff absence or vacancy.
- **Exceeded** 3,300 visits to City's Wellness Center in FY14.
- **Partnered** with City of Lake Mary's CareHere Health and Wellness Center.
- **Teamed** with CareHere to develop a plan for medical imaging to a local imaging facility from referrals form the City's Wellness Center at no cost to the employee
- **Recovered** \$78,480.82 to date from others due to their damage to City property and vehicles.
- **Negotiated** with the Florida League of Cities for payment of \$339,802.29 due to the loss of the Little Red School House.
- **Conducted** or coordinated multiple Safety and Risk Management training sessions.
- **Participated** in Facility Reviews for property insurance renewal.
- **Instrumental** in the repair or replacement of multiple items of exercise and wellness equipment in the City Hall Wellness Room.
- **Coordinated** the Take you Daughters and Sons to Work Day.
- **Scheduled** an open house at the City's Health and Wellness Center for City retirees on the City's health insurance plan.
- **Preparation** of four budgets for FY15:
 - Operations
 - Health and Wellness Center\
 - Property and Liability Insurance
 - Health Insurance

Planning and Development Services Department

Russ Gibson, Director

- **Facilitated** 10 public meetings and hearings for the Historic Preservation Board
- **Facilitated** 11 public meetings and hearings for the Planning and Zoning omission
- **Facilitated** 44 public meetings and hearings for the Development Review Team
- **Provided** several lectures and training sessions for staff, board members and the public
- **Processed 771 development applications including:**
 - 11 Annexations
 - 52 Arbor Permits
 - 29 Certificates of Appropriateness
 - 11 Conditional Use Permits
 - 24 Driveway Permits
 - 2 Rezoning including Planned Developments
 - 11 Variances
 - Executed approximately 30 Development Orders
 - Reviewed and inspected 1,105 Building Permits for zoning compliance
 - Reviewed 1,072 Business Tax Receipt applications for zoning compliance
 - Collected \$170,232 in Development Review and Permit fees.
 - Facilitated the renaming of Brisson Avenue to South Brisson Avenue
 - Completed the design and permitting for the construction of RiverWalk Phase II
 - Participated in the Community Visioning & Strategic Planning process
 - Developed plans for the Paw Park Village district including funding opportunities
 - Reviewed and processed several demolition projects including Sanford Housing Authority properties
- **Planning staff attended and represented the City of Sanford at the following regular meetings:**
 - 17/92 Redevelopment Planning Agency
 - 17/92 Technical Advisory Committee
 - Airport Area Planning Committee
 - Bicycle Pedestrian Advisory Committee
 - Community Redevelopment Agency
 - County Wide Addressing Committee
 - Development Review Committee - Sanford Airport
 - East Central Florida Regional Planning Council
 - LYNX Regional Planning Group
 - Project Advisory Committee NE Corridor Concept Study
 - Planning Technical Advisory Committee
 - River of Lakes Heritage Scenic Highway Committee
 - Sanford Airport Noise Abatement Committee
 - Sanford Historic Trust
 - School Safety Advisory Committee
 - Seminole County Parks Master Plan Steering Committee
 - Special Magistrate – Code Enforcement
 - SunRail Technical Advisory Committee
 - SunRail Working Group Meeting
 - Transportation Technical Committee

Planning and Development Services Department Continued:

- **Infill projects that completed renovation, expansion or are currently under construction include:**
 - 7-Eleven – 4955 CR-46A
 - Advance Auto Parts – 1315 W. 1st Street
 - All Pro Freight – 2625 Jewett Lane
 - Blue Ox Land Service – 500 North Way
 - Brisson East – 3795 Brisson Avenue
 - Brisson West – 3890 Brisson Avenue
 - Buffalo Wild Wings – 1680 Rinehart Road
 - Caboose Place Warehouse – 3830 Caboose Place
 - Consolidated Labels - 2001 E. Lake Mary Boulevard
 - Drive Time – 2443 W. Airport Boulevard
 - Earnest Products – 1201 Cornwall Road
 - Elan Towne Center Apartments - 12500 Solstice Loop
 - Family Dollar – 1111 Celery Avenue
 - FedEx – Phase 2 – 451 Monroe Road
 - Hertz Rental Equipment – 1501 W. 1st Street
 - Mellow Mushroom Restaurant – 1831 Rinehart Road
 - New Life Church – 911 Palmetto Avenue
 - New Tribes Mission - 78 Mission Boulevard
 - Patel-Bayard/French – 2535-2543 French Avenue
 - Pet Rescue by Judy - 401-409 Laurel Avenue
 - Rainbow Daycare – 1700 W. 1st Street
 - Rand Yard Commerce Center – Caboose Place
 - Red Robin - 1630 Rinehart Road
 - Reeltime Marketing - 1043 Upsala Road
 - Reserve at Hidden Lake – 105 Hidden Lake Drive
 - Seminole County Court House Parking Improvements
 - Solara Apartments - 2401 Cherry Laurel Drive
 - Southgate Planned Development - 1600 Rinehart Road
 - Sovran Storage - 2010 Old Lake Mary Boulevard
 - The Port Restaurant – 550 N. Palmetto Avenue
 - Thornbrooke – 133 N. White Cedar Road
 - U-Haul – 300 Flagship Drive
 - Wal-Mart Liquor Box – 1601 Rinehart Road
 - Waste Pro - 3705 St Johns Parkway
 - Wat Navaram Temple - 2381 Narcissus Avenue
 - Water Treatment Plant #2 - 3100 Orlando Drive
 - Wawa – 2690 W. 25th Street
 - Wendy’s – 3717 Orlando Drive and 470 Towne Center Circle

Police Department

Cecil Smith, Chief of Police

- **Hired** and trained 10 new sworn officers.
- **Started** a Hispanic Outreach Program and hosted two events, including the City's 1st Latino Festival.
- **Held** a voters registration and health event within the Hispanic Community.
- **Developed** a multi-jurisdictional Honor Guard.
- **Redesigned** and implemented the Neighborhood Watch and Chaplin Program.
- **Reinstituted** the Awards Committee and restructured awards.
- **Increased** participation in the Volunteer Program from 4 active volunteers to 50 active volunteers.
- **Redesigned** a patrol car to show community support to those battling cancer.
- **Held** a very successful National Night Out.
- Volunteers supported and participated in over 65 community events throughout the City.
- **Attended** numerous community meetings in regards to public safety, community redevelopment and engagement.
- **Applied** and awarded two grants totaling \$41,745 for equipment.
- **Instituted** "Sweet Tea with Chief Smith" which is an open forum to talk about crime and quality of life issues in the community.
- **Partnered** with the University of Central Florida to develop an Internship Program.
- **Deployed** 73 body cameras which are worn by all Patrol, Traffic, and Neighborhood Response Unit Officers. Cameras are currently being purchased for all School Resource Officers.
- **Increased** social media presence with the utilization of Facebook, Twitter, YouTube and short video posted online called, "60 Seconds with Chief Smith" which cover local events and safety.
- **Implemented** a web based Customer Satisfaction Survey.
- **Increased** number of tips received through Crimeline; stronger relationship with Crimeline.
- **Implemented** a "Back to Basics" patrol program focusing on fundamental tasks including uniform appearance, radio procedures, weapon and equipment maintenance.
- **Increased** citizen contacts through the use of bicycle patrol, foot patrol and golf carts.
- **Procured** a "state of the art" Watch Commander vehicle.
- **Purchased** two new police K-9s.
- **Total Calls for Service** were 137,914.

Public Works Department
Bilal Iftikhar, Director

CAPITAL IMPROVEMENT PROJECTS (CIP)

- **RiverWalk Phase II** – \$4.2 million Florida Department of Transportation (FDOT) Safety Enhancement Funds, \$2 million Seminole County’s cost share of 2nd Generation Funds. Currently under construction – finishing late October early November
- **Persimmon Avenue Local Agency Program (LAP) Sidewalk Project** – \$80,000 LAP Funds for Design, \$400,000 LAP funds for construction. Project started September 2, 2014.
- **Persimmon Avenue Widening Project** – \$480,000 FDOT Strategic Intermodal System (SIS) Funds. Project is starting in November 2014.
- **U.S. 17-92 Beautification Project** – \$350,000 17-92 Community Redevelopment Agency (CRA) reimbursement for design and \$1.4 million earmarked for construction. Starting Mid 2015.
- **Historic Goldsboro Blvd Streetscape Project** – \$353,545 for design paid for the 2nd Gen Sales Tax Funds, 3 million earmarked for construction from 3rd Gen Sales Tax fund. Construction late 2015.
- **Coastline Park Trailhead** – \$75,000 from Recreational Trails Program grant, \$200,000 from Land and Water Conservation Fund grant, \$400,000 Recreation Impact Fees. Construction starting early 2015.
- **KaBoom Project at McKibbin Park** – Playground and shade structure donated through Walt Disney Corporation, construction starts October 2014 and installation through community volunteerism.
- **Sanford Avenue Streetscape** – \$1.2 million funded through Sanford Downtown CRA. Completion late September 2014.
- **Cloud Branch Phase III** – \$688,830 in design and estimated \$10 million in construction. Construction late 2015.
- **Inspected:**
 - 37 Driveway
 - 9 Demolition
 - 961 Locates
 - 7.4 Miles of road resurfacing
 - 13,239 Lineal feet of new sidewalk installed
 - 1,100 Lineal feet of sidewalk repair
 - 91 Handicap ramps replaced/installed
 - 6 Traffic calming devices installed

Public Works Department Continued:

MAJOR COMPLETED PROJECTS FOR STORMWATER (2014)

- Loren Court – **Installed** 100 ft. of 12” Stormwater pipe and 3 inlets to alleviate localized flooding in the area.
- Senior Center – 3 inlets **installed**, 150’ of pipe installed to alleviate localized flooding in the area.
- Peach Street – **Installed** 500’ of pipe, and construct 7 new inlets to alleviate flooding / standing water in area
- 3880 St Johns Parkway – **Installed** 100’ of pipe and 2 new inlets to alleviate flooding in area.
- 26th Street & Palmetto Avenue – **Installed** 200’ of pipe, **constructed** 2 new inlets, 400’ F Curb, and (1) manhole, to improve flooding issues in the area.
- Country Club Circle & Oleander Avenue – **Installed** 150’ of pipe and 2 inlets to alleviate standing water in area.
- Kaywood – **Installed** 450’ of pipe and 7 new inlets to improve drainage in area.

ALLEY REHAB PROJECT

- In October 2013 the Public Works (Streets Division) **started** its alley rehabilitation project. This was a 6 year project with over 300 city block segments.
- We set our goal at 50 alleys per year but this year we **exceeded** our goal and completed 52.
- We first started with a citywide alley survey and ranked each alley good, fair, poor and started with the poor condition alleyways first.
- The rehab consists of cutting back vegetation, taking out 6” of old base material and replacing it with 6” of asphalt millings.
- **Added or replaced** concrete alley aprons where they were needed.
- **Added** a binder application of (Cyclogen) to each alleyway to seal the millings in an effort to provide durability and a smooth ride.

Recreation Department

Mike Kirby, Director

- **Generated** over \$14,000,000 in Economic Impact in Sanford this past year.
- **Utilized** 22,880 volunteer hours or the equivalent of more than 11 full time employees. Volunteers represent a savings of \$200,000 to the City.
- **Hosted** a variety of special events for all ages. Over 200 events, including 34 first time events, were coordinated this past year.
- **Partnered** with the Dr. Martin Luther King, Jr. Advisory Committee and the Seminole County Area Veterans Advisory Committee to coordinate and promote Dr. Martin Luther King, Jr. Day, Veteran's Day and Memorial Day events.
- **Hosted** the Korean National Collegiate Baseball team in August at the Sanford Memorial Stadium.
- **Hosted** the Annual Golden Age Games for seniors with events in Archery, Basketball, Golf, Swimming, and Track and Field. The Golden Age Games is the "Oldest Senior Games" in the country.
- **Provided swimming lessons** to nearly 600 children under the age of 12 at the Dale Aquatic Center with 175 children enrolled in the year round USA swim team. A combined total of 2,700 youth and adults participating in city athletic program and events.
- **Held** the City's 2nd Annual Super Kids Soap Box Derby race. This race allows special needs children to enjoy the thrill of downhill Soap Box Derby racing and also race in Akron at the world championships.
- **Partnered** with Seminole County Families in Transition (F.I.T) in order to provide scholarships for children to attend the City of Sanford Summer Camp program.
- **Celebrated** Florida Collegiate Summer League (Sanford River Rats) 11th Anniversary in June.
- **Coordinated** over 200 events at the Sanford Civic Center.

Utility Department
Paul Moore, Director

PLANTS DIVISION

- **Replaced** one of the 10,000 gallon sodium hypochlorite tanks at the North Water Reclamation Facility. Cost of the work was \$22,841.
- **Rehabilitated** Well #1 at the Oregon Ave Well Field. Cost of the work was \$114,450.
- **Relined** the wet well at the 5th and Bevier Lift Station. Cost of the work was \$99,800.
- Bankruptcy of MaxWest Environmental Systems, Inc. – For approximately five years, MaxWest handled the City’s biosolids side of the treatment plants. With their bankruptcy, City staff has had to be involved with ultimate disposal to an outside treatment facility. This will result in higher operating cost to the City.
- **Extended** Water and Sewer Line – 8th Street (Old Scotty’s Building). Seminole County 17-92 CRA Funded at a cost of \$295,000.
- **Started** the drainage culvert replacement project at Site 10 Phase I at a cost of \$111,849.
- **Replaced** Well #7 and Well at Hidden Lake Wellfield at a total cost of \$833,000.
- **Sanford-Volusia Reclaimed Water Interconnect Project** - \$994,739.00 to construct the interconnect of the reclaimed water distribution system for the City of Sanford and Volusia County which will allow up to 1.5 Million Gallons Per Day to flow to Volusia County. The multi-jurisdictional project was partially funded through a St. John River Water Management District Cost Share.
- **Leak Detection** – Following a three year Water Loss Study with University of Florida and Jones Edmunds, the Utility Department helped to conduct Leak Detection and Training along 28.5 miles of targeted water distribution lines.
- **Utility Customer Service** – Utility Customer Service opened lobby service from 8 AM to 1 PM on Fridays with the Utility Customer Service Call Center continuing to 5 PM on Fridays.

Utility Department Continued:

WATER CONSERVATION

- **Replaced** 19 large meters – State Revolving Fund/Grant funds used for this project. This will assist with capturing lost revenues due to obsolete meters. The following meters were replaced:
 - Page School
 - Pine Crest Elementary
 - Mariner Village (2 Large Meters)
 - Seminole County Service Building (3 large meters)
 - Sanford Middle School (2 Large meters)
 - Medical Art Building
 - Seminole High School (2 Large Meters)
 - Florida Hospital
 - City Hall
 - Sanford Landing
 - Huntington Apartments (2 Large Meters)
 - Chase Grove Hersey
 - North Lake Village

ONGOING PROJECTS

- **Started** the expansion of the Sanford South Water Resource Center. The cost is estimated at \$2,435,000. The project will expand the plant from 1 Million Gallons Per Day capacity to 3 Million Gallons Per Day capacity.
- **Started** sanitary sewer project at Mayfair Golf Course. Estimated cost is \$115,297.
- Sanford North Water Reclaim Facility clarifier renovations. Total cost, \$71,000.

Utility Department Continued:

INSPECTIONS

- Sanford Avenue Streetscape 1st to 6th Water Main and Force Main relocation
- Sanford Airport Runway Water Main and Future Force Main
- 17-92 CRA and 7th Street Water Main and Force Main/Sanitary
- Hangar Road Water Main relocate for Airport S.W. Ramp improvements
- Upsala Road, St. Johns Parkway to Smith Canal Water, RCW, and Force Main relocation for Seminole County Storm Improvements
- Narcissus Avenue Water Main Loop extension White Cedar to Kennel Road
- 4th Street and Casa Marina Water Main Loop extension
- Holly Avenue Water Main Loop extension 1st to 3rd
- Bell Avenue Water Main Improvement
- South Gate Project included Water, RCW, and Sanitary as well as 1 Lift Station between St. Johns Parkway and Ball Boulevard and Rinehart Road and Towne Center Boulevard

COMPLETED SMALLER SITES

- Waterside Project at Lake Mary Force Main Connection
- Outparcel 6 on Ball Boulevard “Target Plaza Outparcel”
- Circle K – Private L.S. to Sanitary Force Main
- Wendy’s
- All Pro Freight

AUXILIARY PLANT #2 – WATER QUALITY IMPROVEMENTS

- Total construction cost was \$7.8M.
- Plant went online July 2014.
- New water quality allowed the City to meet more stringent Environmental Protection Agency water quality parameters known as Tri Halo Methanes (THM, disinfectant by-products).
- THM is the result of natural organic matter in the water combined with chlorine. This new upgraded treatment facility uses oxygen (ozone) as a disinfectant and granular activated carbon for filtration.
- State Revolving Fund/Grant funding used for this project.
- Treatment facility went online together with a 48-hour consecutive flushing to avoid customer complaints with possible discolored water. We had “0” complaints!!!!

Utility Department Continued:

WATER AND SEWER DIVISION ACCOMPLISHMENTS

- 25 Sewer point repairs
- **Replaced** 1,500 feet of sewer lines
- **Installed** 3 new manholes
- **Cleaned** 972,325 feet of sewer lines
- 23 sewer and water disconnects for demolition
- 12 manholes rehabilitated
- **Rebuilt** 50 vacuum pits
- **Rebuilt** 4 buffer tanks
- **Install** 3 new fire hydrants
- **Installed** 2,000 feet of new poly water lines
- Changes out 97 old meters to AMR
- **Rebuilt** 6 water sampling stations
- **Installed** 1 new water sampling station
- 18 large meters changed out