ACTION AGENDA 2014

Board of County Commissioners



Osceola County, Florida October 2013



Lyle Sumek Associates, Inc. 9 Flagship Court Palm Coast, FL 32137-3373 Phone: (386) 246-6250

Fax: (386) 246-6252

E-mail: sumekassoc@gmail.com

Osceola County BOCC Agenda 2014

TOP PRIORITY

GOPEP: Development

Poinciana Parkway: Funding

West Highway 192 Transportation/BRT: Funding

Bicycle/Pedestrian Plan/Projects

Transportation Funding

Lynx Service: Service Standardization, City of Kissimmee Funding

Fire Service Level and Stations

HIGH PRIORITY

Sun Rail Development and Stations
Post Secondary Education Strategy
Procurement Process and Pre Bid Contracts
County Employee Compensation
Medical City Strategy
Southport Connector/Turnpike to Highway 429
Homeless Reduction Strategy

Osceola County Management Initiatives 2014

TOP PRIORITY

West Highway 192 Redevelopment Strategy Shady Lane Building: Re-Solicitation

Poinciana Boulevard Project: Phase 3 Funding

Lakes Management Plan: Development

UCF Facilities and Program Expansion

Mental Health Facility Triage Space: Location, Funding

HIGH PRIORITY

Judge Property Improvements

County Owned Real Estate: Direction, Disposition

Water and Sewer Service Expansion: Marydia, Campbell City, Intersession City

Management Training for Frontline and Mid Level Supervisors:

New Inmate Management System for Jail

Southport Development: Solicitation

Digital Radio System and Non Public Safety Agencies

Osceola County Management in Progress 2014

- 1. Poinciana TECO/Valencia Facility: Funding, Facility Agreement, School Board, Valencia College
- 2. Tourism Mid Range Plan Document (3-5 years): Development (in Experience Kissimmee Strategic Plan)
- 3. Tourism Annual Sales and Marketing Plan for 2014-2015: Development
- 4. Bass Road Site Contamination/Remediation Clean Up: Monitoring
- 5. W Highway 192 Highway Beautification Improvements (TIF/Special Assessment)
- 6. Expressway Authority: Administrative Support, County Next Steps
- 7. Kissimmee Chain of Lakes TMDL: Monitoring
- 8. Osceola Stadium Scoreboard: Agreement
- 9. Master Plan for County Space Needs and Storage Facility Study
- 10. MPO/Report Audit Findings: Monitoring Changes in Procedures in the MPO
- 11. Dirt Road Maintenance Program: Implementation (1st year)
- 12. Road Transfer Interlocal Agreement (City of Kissimmee)
- 13. State Housing Initiative Partnership Program
- 14. Transportation Network Pilot: Students Riding to TECO and Valencia College
- 15. Fire Training Facility: Interagency Agreement for Property Acquisition
- 16. Burn Ban Ordinance: Revision
- 17. False Alarm Ordinance: Revision
- 18. Fire Works Ordinance: Revision

- 19. NSP 3: Project Completion
- 20. Shingle Creek Park Development: Kayak Rental Vendor Selection, Historic Village Restoration
- 21. 2014 2015 CDBG Annual Plan: Development
- 22. Multi Cultural Event for All: Structure (Community Vision)
- 23. Public Information Strategy: Actions: Communications Audit; "Tell Our Story": Action Plan; e-Newsletter Development; State of the County; County Manager's Annual Report; Overall Communications Policy: Development
- 24. Business Process Improvements: On Boarding Program; Off Boarding Program; Contract Management; Agenda to Go
- 25. Cell Tower Colocation Use/Lease: 1st Contract
- 26. Corrections Print Program (Countywide): Development
- 27. EMS Patient Care Reporting: Upgrades
- 28. Functional Needs Sheltering: Policy Direction, Partnership Development
- 29. Community based Disaster Coalition Development (including CERT, MRC and Fire Corps)
- 30. Continuity of Operations Plan (COOP): Development
- 31. Permit Center: Web-based Application and Payment
- 32. Corrections Horticulture Program: Business Plan
- 33. Corrections Mattress Refurbishing Program: Development
- 34. County Website: Redesign
- 35. Spay/Neuter Program: Evaluation, Direction
- 36. Effective Online Repository of Vital Building Information: Development
- 37. "EXIT" Signs Check Program: Development

Osceola County Major Projects 2014

- 1. Therapeutic Equestrian Center: Design, Construction
- 2. Sheriff's Office Training Facility Project: Location, Design, Construction
- 3. Osceola Heritage Park: Quad 2, Quad 3
- 4. Stadium Place Health Department: Opening
- 5. St. Cloud Health Department: Opening
- 6. Mac Overstreet Fire Station 64: Design Construction
- 7. Osceola Parkway/BVL Wall: Contract, Construction
- 8. Boggy Creek Osceola Parkway Intersection Improvements: Design, Under Construction
- 9. BVL Drainage System: Renovation
- 10. Poinciana Health Department: Under Construction
- 11. Boggy Creek Boggy Creek Intersection Improvement Modification of Design, Interlocal Agreement with Orange County
- 12. Children Advocacy Center: Repairs
- 13. Osceola Parkway Phase 2: Under Construction
- 14. Austin Tindall Park: Sports Fields, Building
- 15. Historic Courthouse: Exterior Paint and Conditioning
- 16. Marydia Community Center Project
- 17. Intersession City: Health and Dental Facilities
- 18. Marydia Sewer and Septic Upgrades: Design, Construction (with TOHO Water Authority)
- 19. Library Improvements: St. Cloud HVAC
- 20. Twin Oaks Regional Park: Development

Osceola County BOCC Action Outlines 2014

GOAL 1

GROW AND DIVERSIFY THE COUNTY'S ECONOMY

ACTION: GOPEP: DEVELO	PMENT	PRIORITY
		BOCC – Top
Key Issues	Milestones/Activities	<u>Time</u>
 Executive Director Goals with Metrics Administrative Processes and 	 Select an Executive Director Adopt Annual Operations Budget and Work Program 	11/13 2/14
Procedures Annual Work Program	Prepare and Adopt Economic Performance Metrics	3/14
7 Illiaar Work 110gram	4. Adopt Integrated Strategic Plan	4/14
	5. Adopt Administrative Procedures	9/14
Respor	nsibility: Don Fisher/Jeff Jones	

ACTION: POST SECON STRATEG	DARY EDUCATION	PRIORITY BOCC – High
 Key Issues County Goals/Outcomes County Role County Actions Interest by other Major Universities 	 Milestones/Activities 1. Identify Alternative Service Delivery Model (e.g. University Center link to several Major Universities) 2. Contact Other Major Universities and Test Interest in having Programs in Osceola County 3. BOCC Update Report 	Time 1/14 3/14
[Responsibility: Don Fisher	

ACTION: MEDICAL CITY: S	STRATEGY	PRIORITY BOCC – High
 Key Issues County Goals/Outcomes County Role County Actions Partnership with Deseret Ranch Contact Person: GOPEP and County 	 Milestones/Activities Continue Meeting with Medical College Work with GOPEP to Recruit Medical related businesses BOCC Update Report Review Plan for Infrastructure (Road, Water, Sewer) to Serve the Area (Link to NE District Section Concept Plan) 	Time Ongoing Ongoing 4/14 TBD

Responsibility: Don Fisher

ACTION: EXPERIENCE KI	SSIMMEE: GOVERNANCE [PRIORITY
		ВОСС
Key Issues	Milestones/Activities	<u>Time</u>
Roles/ResponsibilitiesStrategic Plan with Metrics	 BOCC Decision: Direction on Strategic Plan Update 	11/13
 Public-Private Organization Governance TDT Guidelines Incentive Pay for Employees Procurement Code 	2. BOCC Presentation/ Decision: Implementation Plan Public- Private Organization	12/13
	3. Initiate Recruitment of Executive Director	12/13
	 BOCC Decision: Direction, Appointment of Advisory Board of Directors 	3/14
	5. Select Executive Director	6/14
Respo	nsibility: Don Fisher	

INITIATIVE: WEST HIGHWAY 192 REDEVELOPMENT PRIORITY STRATEGY Mgmt-TopA. MASTER PLAN: SEGMENT 2 **B. MASTER PLAN: SEGMENT 1** C. MASTER PLAN: SEGMENT 3 D. TIF: RATES TimeKey Issues Milestones/Activities 1. Prepare Redevelopment Plan for Redevelopment Plan: Segments 12/13 W 192 Segment 2 1-2-3 2. Prepare Redevelopment Plan for 4/14 • W 192 CIP W 192 Segments 1 and 3 W 192 Long Range Financial 3. W 192 Development Authority 6/14 Plan Adoption: Redevelopment Plan for All Segments of W 192 Corridor 4. BOCC Decision: W 192 7/14 Redevelopment Plan Adoption 5. W 192 Development Authority 7/14 Adoption: W 192 CIP and Long Range Financing Plan 6. BOCC Decision: W 192 CIP 8/14 and Long Range Financing Plan Responsibility: Jeff Jones

NITIATIVE:	SHADY LANE BUILDING:	PRIORITY
	RE-SOLICITATION	Mgmt – Top
Key Issues	<u>Milestones/Activities</u>	<u>Time</u>
 Selection 	1. Initiate Solicitation	Process 11/13
	2. BOCC Decision: D	irection 1/14

INITIATIVE: UCF FACILITIES AND PROGRAM **EXPANSION**

PRIORITY

Mgmt-TopTime

Ongoing

TBD

Key Issues

- County Goals/Outcomes
- County Role
- **County Actions**

Milestones/Activities

- 1. Identify Programs for Partnering with Osceola County
- 2. Present Opportunites as they Arise
- 3. BOCC Report: Opportunites/ Direction

TBD

Responsibility: Don Fisher

INITIATIVE: JUDGE PROPERTY IMPROVEMENTS

PRIORITY

Mgmt – High

Key Issues

- Development Direction
- Road Location
- Road Funding

Milestones/Activities

- 1. Prepare Site for Stormwater Storage Development
- 2. BOCC Decision: Development **Direction and Phasing**

<u>Time</u>

TBD

TBD

Responsibility: Don Fisher

INITIATIVE: SOUTHPORT DEVELOPMENT: **SOLICITATION**

PRIORITY

Mgmt-High

Key Issues

Selection

Milestones/Activities

1. Solicit Proposal

2. BOCC Decision: Decision

Time

11/13 4/14

Responsibility: Jeff Jones

ACTION: NORTHEAST DISTRICT SECTOR CONCEPT PLAN

PRIORITY

Mgmt

Key Issues

<u>Milestones/Activities</u>

<u>Time</u>

• Land Uses

1. Prepare Concept Plan

11/13

• Infrastructure Needs

2. BOCC Decision: Plan Adoption

12/13

• Strategies with Funding

Responsibility: Jeff Jones

ACTION: NORTH DESERET RANCH SECTOR CONCEPT PLAN

PRIORITY

Mgmt

Key Issues

Milestones/Activities

<u>Time</u>

Land Uses

1. Prepare Concept Plan

5/14

• Infrastructure Needs

2. BOCC Decision: Plan Adoption

6/14

• Strategies with Funding

Responsibility: Jeff Jones

ACTION: SMALL BUSINESS DEVELOPMENT INITIATIVE PROGRAM:

PRIORITY

Mgmt

Ongoing

Key Issues

Program Goals

Performance/Results

• Financial Support

County Role

• Training

Counseling

Referrals

Milestones/Activities

<u>Time</u>

1. Continue to Partner with UCF Small Business Development

Center

2. Continue to Partner with UCF Incubation Program in Kissimmee and St. Cloud

Ongoing

Responsibility: Jeff Jones

► Management in Progress 2014		Time
1.	Poinciana TECO/Valencia Facility: Funding, Facility Agreement, School Board, Valencia College	12/13
2.	Tourism Mid Range Plan Document (3-5 years): Development (in	1/14
2.	Experience Kissimmee Strategic Plan)	1/11
3.	Tourism Annual Sales and Marketing Plan for 2014-2015:	5/14
	Development	

► Major Projects 2014	Time
1. Therapeutic Equestrian Center: Design, Construction	11/14

GOAL 2

UPGRADE COUNTY INFRASTRUCTURE AND TRANSPORTATION NETWORK: PREPARED FOR GROWTH

ACTION: POINCIANA PARI	KWAY: FUNDING	PRIORITY BOCC – Top
<u>Key Issues</u>Stand Alone Toll Road vs.System Financing	Milestones/Activities 1. Negotiate with Reedy Creek District	<u>Time</u> 1/14
 Investment Grade Bond Rating Interim Financing	2. Complete T & R Study and Engineer's Report	2/14
	3. Finalize Financial Structure	3/14
Respons	4. OCX Lease Purchase Agreement sibility: Don Fisher	TBD

PRIORITY, D	TION FUNDING: PROJECT IRECTION ON SALES TAX PUBLIC EDUCATION	PRIORITY BOCC – Top
<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
Sales Tax InitiativeMSBU/MSTU	 Complete Ad Hoc Panel Recommendations 	1/14
• Other Funding Sources	2. BOCC Decision: Panel Recommendations	1/14
	3. Submit Projects to Metro Plan for Funding in Lang Range Plan	6/14
	4. Complete Study to Implement Impact Fee/Mobility Fee for Transportation	9/14
	 Complete Study to Implement MSBU/MSTU for Sun Rail Station 	10/14
Resp	onsibility: Dave Tomek	

ACTION: WEST HIGHWAY 192 TRANSPORTATION/ BRT: FUNDING SOURCES, LINK OF BRT/ REDEVELOPMENT PLAN <u>Key Issues</u> <u>Milestones/Activities</u>

PRIORITY

BOCC-Top

<u>Key Issues</u>	Mi	lestones/Activities	<u>Time</u>
Funding for BRT	1.	W 192 Development	Completed
_		Authority/BOCC:	
		Recommendation for Preferred	
		Alignment	
	2.	BOCC Decision: Legislative	TBD
		Priority	
	3.	Lobbying for Federal Funding	TBD
	4.	BOCC Decision: Matching	TBD

Funds

Responsibility: Jeff Jones

ACTION: BICYCLE/PEDEST	TRIAN PLAN/PROJECTS:	PRIORITY
REVIEW, DIRE	BOCC – Top	
<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
 Funding Options 	1. Complete Ad Hoc Panel	1/14
 Sales Tax Initiative 	Recommendations	
 Projects Recommendations for 	2. BOCC Decision: Panel	1/14
Metro Plan	Recommendations	
	3. Submit Projects to Metro Plan	6/14
	for Funding in Lang Range Plan	0/1/4
	4. Complete Study to Implement	9/14
	Impact Fee/Mobility Fee for	
	Transportation 5 Complete Study to Implement	10/14
	5. Complete Study to Implement MSBU/MSTU for Sun Rail	10/14
	Station	
	6. Review Balanced Transportation	11/14
	System Roadway Network Costs	11/14
	and Funding with City of	
	Kissimmee and St. Cloud	
	This mine and St. Cloud	

Responsibility: Dave Tomek

ACTION: SUN RAIL DEVELOPMENT **PRIORITY** A. TOD STANDARDS AND FUNDING BOCC – High **B. STATION DEVELOPMENT** Key Issues Milestones/Activities <u>Time</u> A. TOD Standards and Funding Station Funding: Construction 1. Revise Land Development 12/13 Station Funding: Maintenance Code County Role 2. Planning Commission 3/14 Developer Role 3. BOCC Decision: Decision 3/14 Naming Rights for Station **B.** Station Development: Overall Phase 2: Funding 1. Prepare Report on Funding 12/13 2. BOCC 1/14 Presentation/Decision: **Overall Funding Direction** 3. Complete Agreement with 3/14 State Infrastructure Bank 4. BOCC Workshop: 12/14 Improvements and Maintenance 5. BOCC Decision: Notice for 10/13 MSBU/MSTU C. Station: Osceola Corporate 12/13 **Center (Developer Driven)** 1. BOCC Decision: Developer 12/13 Agreement 2. Review MSBU/MSTU For Ongoing Operating 3. Finalize Funding Agreement 12/13 D. Station: Kissimmee 1. Continue Discussions with 1/14 the City of Kissimmee E. Station: Poinciana Industrial Park 1. Draft MSBU/MSTU for 1/15 Improvements and Operations 2. Develop Infrastructure **TBD** Conceptual Plan 3. Initiate Construction Phase **TBD** Responsibility: Dave Tomek

ACTION: SOUTHPORT CONNECTOR/TURNPIKE TO **HIGHWAY 429**

PRIORITY

BOCC – High

PD & E COMPLETION

EXPRESSWAY AUTHORITY: ADOPTION

Key Issues

- Funding for Southport Connector PD & E Study
- Partner with Stakeholder
- Preferred Alignment

Milestones/Activitie	2
----------------------	---

Time 1. Secure Funding from FDOT Completed 2. Select Consultant and Initiate Completed

Study

3. Complete PD & E Study 6/17 4. OCX Decision: Preferred **TBD**

Alignment

Responsibility: Jeff Jones

ACTION: UTILITY SERVICE ALIGNMENT WITH **COUNTY GROWTH - FUTURE DIRECTION: AGREEMENT WITH TOHO** AND KUA

PRIORITY

BOCC

Key Issues

Priorities for Development

Funding

Agreement

Milestones/Activities

1. Conduct Workshops with TOHO and KUA – Develop List

(administrative level)

2. BOCC Workshop: Priorities/Funding for

Development

3. Develop Agreements with **Utility Providers**

4. Modify CIP by each Agencies Alignment

<u>Time</u> 4/14

6/14

TBD

TBD

Responsibility: Dave Tomek

INITIATIVE: POINCIANA BOULEVARD PROJECT: PHASE 3 FUNDING		PRIORITY Mgmt – Top
<u>Key Issues</u>Funding	Milestones/Activities 1. Develop Recommendations with Funding	<u>Time</u> 11/13
	2. BOCC Decision: Funding for Phase 3 Responsibility: David May	4/14

ACTION: MASTER PLAN F	OR SURFACE WATER: 5	PRIORITY
YEAR UPDATE	C (INCLUDING LAKE	Mgmt
TOHOPEKALIO PLAN)	GA NUTRIENT REDUCTION	
<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
 Basin Management Plan Process 	 Prepare Draft Report, Conceptual Plan and Geo-data base 	11/13
Maximization of Water Quality Data	Review Report and Plan with County Manager	12/13
 Master Plan for Surface Water: Acceptance 	3. Complete TOHO Nutrient Reduction Plan	2/14
• TOHO Nutrient Reduction Plan: Acceptance	4. BOCC Presentation/Decision: Report and Plans Acceptance	3/14
• County Actions		
 Funding for Actions 		
Respon	sibility: David May	

ACTION: COMPREHENSIVE RIGHT-OF-WAY POLICY: ADOPTION		PRIORITY Mgmt
 Level of Control of County Prepare Draft Policy 		11/13
Rights-of-Way	2. Review with County Manager	12/13
• Compliance with Criteria 3. Finalize Policy Recomme		2/14
established by Funding Partners	4. BOCC Decision: Policy	3/14
Policy Direction	Direction	
Respon	sibility: David May	

► Management in Progress 2014		Time
1.	Bass Road Site Contamination/Remediation Clean Up: Monitoring	Ongoing
2.	W Highway 192 Highway Beautification Improvements (TIF/Special Assessment)	Ongoing
3.	Expressway Authority: Administrative Support, County Next Steps	Ongoing
4.	Kissimmee Chain of Lakes TMDL: Monitoring	Ongoing
5.	Osceola Stadium Scoreboard: Agreement	2/14
6.	Master Plan for County Space Needs and Storage Facility Study	4/14
7.	MPO/Report Audit Findings: Monitoring Changes in Procedures in the MPO	6/14
8.	Dirt Road Maintenance Program: Implementation (1st year)	9/14
9.	Road Transfer Interlocal Agreement (City of Kissimmee)	TBD
10.	Transportation Network Pilot: Students Riding to TECO and Valencia College	TBD

	D 1 4 4044	
Major	r Projects 2014	Time
1.	Sheriff's Office Training Facility Project: Location, Design, Under	10/13
	Construction	
2.	Osceola Heritage Park	
	A. Quad 2	10/13
	B. Quad 3	5/14
3.	Stadium Place Health Department: Opening	11/13
4.	St. Cloud Health Department: Opening	11/13
5.	Mac Overstreet Fire Station 64: Design	3/14
	Construction	6/14
6.	Osceola Parkway/BVL Wall: Contract	2/14
	Construction	7/14
7.	Boggy Creek – Osceola Parkway Intersection Improvements: Design, Under Construction	7/14
8.	BVL Drainage System: Renovation	9/14
9.	Poinciana Health Department: Under Construction	9/14
10.	Boggy Creek – Osceola Parkway Intersection Improvements: Design, Under Construction	12/14
11.	Children Advocacy Center: Repairs	12/14
12.	Osceola Parkway Phase 2: Under Construction	5/15
13.	Austin Tindall Park: Sports Fields, Building	9/15
14.	Intersession City: Health and Dental Facilities	TBD
15.	Marydia Sewer and Septic Upgrades: Design, Construction (with Toho Water Authority)	TBD
16.	Library Improvements: St. Cloud HVAC	TBD
16.	Historic Courthouse: Exterior Paint and Conditioning	Completed
17.	Marydia Community Center Project	Completed

GOAL 3

CREATE GREAT NEIGHBORHOODS FOR THE FUTURE: SAFE AND LIVABLE

ACTION: LYNX SERVICE: SERVICE STANDARDIZATION, AGREEMENT,		PRIORITY BOCC - Top
<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
 Service Standard for County 	1. Discuss with Lynx Service	TBD
Agreement	Change	
 Services in Kissimmee 	2. Determine Lynx Service Level	TBD
 Kissimmee Funding 	for County	
 County Funding 	3. BOCC Workshop: Overall Direction	TBD
	4. Negotiate Agreement	TBD
	5. BOCC Decision Agreement	TBD
Respo	onsibility: Don Fisher	

ACTION: FIRE SERVICE	E LEVEL AND STATIONS	PRIORITY BOCC – Top
 Key Issues Fire Levels of Service Fire Stations Comprehensive Plan 	 Milestones/Activities 1. BOCC Presentation: Guidance on Overall Direction 2. Planning Commission: Action 3. BOCC Decision: Direction 	<u>Time</u> 1/14 1/14 3/14
Re	sponsibility: Bob Sorenson	

HOMELESS REDUCTION STRATEGY AND **ACTION: COUNTY ACTION PLAN** (PARTICULARLY CHILDREN, SENIORS **AND FAMILIES**)

PRIORITY

BOCC -High

Key Issues

- County Goals/Desired Outcomes
- County Role
- Relationship to Partners
- Services
- Funding
- Accurate Data Collection
- Affordable Housing
- Transportation
- Linking to Training and Workforce Development

Milestones/Activities

1. Secure Additional Funding through Grants

2. Increase Affordable Housing **Options**

3. Conduct Homeless Summit 4. Conduct Homeless Study and Data Collection (in Partnership with Council on Aging)

5. BOCC Report

Time

Ongoing

Ongoing

1/14

2/14

3/14

Responsibility: Celestia McCloud/Don Fisher

LIVE/WORK ZONING AND LAND USE **ACTION:** POLICY: LAND DEVELOPMENT CODE REVISION

PRIORITY

BOCC

Key Issues

- County Goals/Desired Outcomes
- **Code Revisions**

Milestones/Activities

1. Revise Chapter 3 (LDC)

2. Review Draft with Growth Management Task Force

3. Planning Commission: Review, Action

4. BOCC Decision: Code Revision

Adoption

Time

1/14

2/14

3/14

4/14

Responsibility: Dave Tomek

ACTION: MAC OVERSTREET CAMPUS DEVELOPMENT	
	MI Milestones/Activities 1. Modify Concept Plan 2. Develop Strategy for Mac Overstreet Campus 3. BOCC Decision: Who for RFP/Priorities for Development 4. Negotiate a Developer

ACTION: ANIMAL CONTROL ORDINANCE: COMPREHENSIVE REVISION		PRIORITY BOCC
Key Issues	Milestones/Activities	<u>Time</u>
Relationship to/Mirroring State	1. Develop Consensus on Changes	12/13
Code Areas for Modification	2. Decide on Revision Process and Sections	12/13
Best Process for Modification: Comprehensive vs. Sections Degree of Public Input	3. Develop Recommended Revisions for Deputy County Review	1/14
 Fees for Citable Offenses Code Consistency Code Clarity for Enforcement 	4. Meet with County Commissioners	2/14
	Develop Code Language by County Attorney	5/14
	6. Advertise Legal Notice	5/14
	7. BOCC Decision: Ordinance Revision	6/14

ACTION: INTERGOVERNMENTAL AGREEMENT ON ANNEXATION OF ENCLAVES: PROTOCOLS, DIRECTION

PRIORITY

BOCC

A. ST. CLOUD B. KISSIMMEE

<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
 Agreement Framework 	A. St. Cloud	
 Agreement Negotiations 	 Complete Draft Joint Area 	Completed
 Agreement Approval 	Interlocal Agreement	
	2. Conduct Joint BOCC/St.	4/14
	Cloud Workshop	
	3. BOCC Decision:	4/14
	Agreement Approval	
	B. Kissimmee	
	 Prepare Draft Joint Area 	8/14
	Interlocal Agreement	

Responsibility: Dave Tomek

ACTION: PARK MASTER PLAN: DEVELOPMENT, FUTURE DIRECTION, FUNDING		ВОСС
<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
Parks Service Level	1. Secure Funding - FRPA	3/14
Parks Standards	Application	
Funding for Parks	2. BOCC Workshop/Decision:	5/14
Park Project Priority	Parks Core Service Standards	
	3. BOCC Workshop/Decision: Park	9/14
	Priorities/Funding	
	4. Prepare Parks Master Plan	9/15
R	esponsibility: Dave Tomek	

ITIATIVE: LAKES MANA	
DEVELOPMENT	
East Lake Model Navigation Board Funding Sources: Partnerships, Grants, Dedicated Sources Lake TOHO Actions Alligator Lake Actions Trout Lake Actions County Goals County Role Lakes Management Plan: Adoption	

SPACE: LOCATION, FUNDING		Mgmt-Top
<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
Purposes/Goals Measures of Success	 Identify Goals and Measures of Success 	12/13
Budget Proposal Funding	2. Establish Structure and Identify Partners	12/13
1 unumg	3. Present Report to PSCC	3/14
	4. Determine Budget and Identify Funding	6/14
	5. BOCC Decision: Direction	7/14

INITIATIVE: WATER AND SEWER SERVICE **EXPANSION: DIRECTION (WITH**

TOHO WATER AUTHORITY (TWA) AND ST. CLOUD UTILITIES)

A. MARYDIA

B. CAMPBELL CITY

C. INTERSESSION CITY

Key Issues Milestones/Activities Time 1. Finalize Agreement for Marydia 12/13 Funding 2. BOCC Decision: Agreement and 2/14 Time Frame/Lines Funding for Marydia Additional Cost to Residents 3. Complete Marydia Phases I & II 9/15 North 4. Confirm Needs for Intersession 2015 City 5. Complete Marydia Phases I & II 2017/2018

Responsibility: Celestia McCloud

South

ACTION: COUNTY OWNED REAL ESTATE: DIRECTION, DISPOSITION

PRIORITY

PRIORITY

Mgmt - High

Mgmt

Key Issues

Short List

Sale or Lease

Milestones/Activities

1. Prepare Report

2. Brief County Manager on Report

3. BOCC Decision: Short List, Direction, Process

<u>Time</u>

Completed 10/13 Ongoing

Responsibility: Frank Raymond

ACTION: RED LIGHT CAMERAS: EVALUATION, CONTRACT

PRIORITY

Mgmt

Key Issues

County Role

Revenue Direction

Contract

Milestones/Activities

1. Prepare Report

2. BOCC Presentation/Decision:

Direction, Contract

<u>Time</u>

Completed

1/14

Responsibility: Beth Knight

Management in Progress 2014		Time
1.	Fire Training Facility: Agreement for Operations	12/13
2.	Burn Ban Ordinance: Revision	1/14
3.	False Alarm Ordinance: Revision	1/14
4.	Fire Works Ordinance: Revision	1/14
5.	NSP 3: Project Completion	3/14
6.	Shingle Creek Park Development	
	A. Kayak Rental Vendor Selection	6/14
	B. Historic Village Restoration	11/14
7.	2014 – 2015 CDBG Annual Plan: Development	8/14
8.	Multi Cultural Event for All: Structure (Community Vision)	TBD

► Major Projects 2014

Time

Twin Oaks Regional Park: Development

Completed

GOAL 4

COST EFFECTIVE AND HIGH PERFORMING COUNTY GOVERNMENT

	PROCESS AND PRE BID	PRIORITY	
CONTRACTS: DIRECTION		BOCC-High	
<u>Key Issues</u>	Milestones/Activities	<u>Time</u>	
• Single Solicitation revised	A. Single Solicitation/Award/		
Process	Contract Document		
	 Prepare Draft for County 	10/13	
	Attorney Review		
	2. Implement Revised Process	1/14	
	B. Procurement Code: Update		
	1. Prepare Draft Management	12/13	
	Code		
Goals/Desired Outcome	2. Review by County Attorney	1/14	
Procurement Code: Direction	3. Board Workshop: Review	2/14	
	Code		
	4. BOCC Decision: Procurement	3/14	
	Code		
	C. Delegated Approval Authority		
	1. Present Findings/Efficiencies	12/13	
	to Management		
	2. Review by County Attorney	1/14	
	3. BOCC Workshop: Review,	2/14	
	Direction		
	4. BOCC Decision: Approval	3/14	
	Authority		
County Manager Approval	D. Procurement Procedure		
Authority	Manual Update		
ridifficial	1. Prepare Draft Manual for	12/13	
	County Manager Review		
	2. Review by County Attorney	1/14	
	3. Obtain County Manager	3/14	
	Approval		
	4. Implement any Changes from	3/14	
	Code		
	5. Publish Procurement	3/14	
Procurement Procedure Manual	Procedure Manual	- · - ·	

ACTION: PROCUREMENT PROCESS AND PRE BID CONTRACTS: DIRECTION (Continued)	
Milestones/Activities	<u>Time</u>
A. Departmental Access to	
Vendor Link Bidding System	
1. Meet with IT for	12/13
Development	
2. Develop Pilot Program for	2/14
High Users	
3. Develop County wide	6/14
Implementation	
	Milestones/Activities A. Departmental Access to Vendor Link Bidding System 1. Meet with IT for Development 2. Develop Pilot Program for High Users 3. Develop County wide

	YEE COMPENSATION: LYSIS, DIRECTION,	PRIORITY BOCC – High
<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
RFP ProcessCost of Survey	 Amend Existing Contract to Incorporate Proposal 	11/13
Cost of Adjustment: Minimum/Maximum	2. Review Direction and Decision with County Manager	11/13
Employee Understanding the Process	3. BOCC Presentation: Market Analysis	5/14
 Employee Compensation Policy Market Analysis and Position Funding	4. BOCC Decision: Direction	6/14
	sibility: Brooke Stearns	

ACTION: COMMERCIAL SPACE IN PARKING GARAGE: DIRECTION, RELATIONSHIP WITH PRIVATE SECTOR

PRIORITY

BOCC

<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
• Proposal Guidelines	1. Complete Agreement	Completed
• Contract Approval	2. Hire Staff	Completed
• • • • • • • • • • • • • • • • • • • •	3. Obtain Proposal from Consultant	10/13
	4. Review with County Manager:	11/13
	Guidance/Direction	
	5. Solicit Proposal	12/13
	6. BOCC Decision: Direction	4/14
	7. Complete Contract Negotiations	TBD

Responsibility: David May/Frank Raymond

ACTION: GRANTS FOR COMMUNITY ORGANIZATIONS: PERFORMANCE.

PRIORITY

BOCC

GRANT PROCESS, COMPLIANCE MONITORING	
Key Issues	Milestones/Activities
Grant Amount	1. Monitor by County Sta

<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
Grant Amount	1. Monitor by County Staff	Ongoing
Criteria for Selection	2. Management of Process by	Completed
Budget Line Item	Community Vision	
• Committee	3. Identify Committee Member	ship 1/14
Compliance/Audit	4. County Manager: Confirmati	1/14
Performance Monitoring	of Members	
List of Awardees	5. Complete Committee	4/14
 Non Involvement of BOCC 	Recommended List	
• Non involvement of Bocc	6. BOCC: Review List of Grant	tees 5/14
	7. Create Separate Budget Line	TBD
	Item for	
	8. Complete Review by County	TBD
	Auditor	

Responsibility: Community Vision/Celestia McCloud

ACTION: GOVERNMENT CENTER REMODEL: FUNDING, DESIGN, CONTRACT
A. PROPERTY APPRAISER
B. SUPERVISOR OF ELECTION

PRIORITY

BOCC

<u>Time</u>

Key Issues

- Scope of Project Request
- Budget Request
- Funding
- Procurement

Milestones/Activities

Develop Conceptual Design
 Completed
 Completed Cost Estimates
 Receive Proposal and Funding

TBD

Request

4. BOCC Decision: Approval

TBD

Responsibility: BOCC/Don Fisher/Frank Raymond

INITIATIVE: MANAGEMENT TRAINING FOR

FRONTLINE AND MID-LEVEL

SUPERVISORS: DIRECTION,

FUNDING, PROGRAM

DEVELOPMENT

	<u>Key Issues</u>
•	Costs

- Funding
- Support from BOCC/County
- Manager
- Program Development
- Program Implementation
- Employee Engagement
- Follow Up

MID-LEVEL Mgmt – High

PRIORITY

Mgmt – High

<u>Milestones/Activities</u>
1. Complete 1st Leadership
12/13

Development Class - Pilot Program

2. Conduct a Survey of Executive 1/14
Team

3. Conduct a Survey of CountyEmployees

4. Define the scope and direction 1/14

5. Negotiate Agreement with Valencia College

6. Develop Budget 2/14
Recommendation

Responsibility: Brooke Stearns

NITIATIVE: DIGITAL RADIO SYSTEM AND NON PUBLIC SAFETY AGENCIES: FUNDING		PRIORITY Mgmt – High	
<u>Key Issues</u>	Milestones/Activities	<u>Time</u>	
Funding SourcesEquipment No Longer	1. Identify System Needs for Non Public Safety Partners	12/13	
 Supported by Motorola Lifespan Limits for Operating Dispatch Equipment and 	2. Identify County vs. Non Public Safety Partners Infrastructure Costs	1/14	
MicrowaveDisparate System (analog/digital) Creating	3. Finalize Cost for Non Public Safety Partners and Microwave to Digital 800 MHz	1/14	
Potential Communications Problem during Disaster	4. Develop Funding or Finance Options	2/14	
Operations • Lack o Frequencies force future Growth	5. BOCC Presentation/Decision: Direction, Funding	4/14	
	sibility: Rich Collins		

ACTION: NEW INMA	TE MANAGEMENT SYSTEM	PRIORITY
FOR JAI	L: DIRECTION, FUNDING	Mgmt
Key IssuesScopeCosts	Milestones/Activities1. Complete CommitteeRecommendations	<u>Time</u> 1/14
FundingTime FrameSteps	2. Complete Evaluation: Next Steps	TBD
	Responsibility: Donna Renberg/Sherry Johnson	n

ACTION:	TWIN OAKS MITIGATION BANK	PRIORITY
		Mgmt
<u>Key Issues</u>	Milestones/Activities	<u>Time</u>
	 BOCC Decision: Agreement with Dr. Horton 	12/13
	2. Initial Permit	12/13
	Responsibility: Dave Tomek	

Management in Progress 2014		Time
1.	Public Information Strategy: Actions	
	A. Communications Audit: Presentation	11/13
	B. County Manager's Annual Report	1/14
	C. "Tell Our Story": Action Plan	1/14
	D. e-Newsletter: Development	2/14
	E. "State of the County"	11/13
	F. Overall Communications Policy: Development	3/14
2.	Business Process Improvements:	4 /4 4
	A. On Boarding Program	1/14
	B. Off Boarding ProgramC. Contract Management	3/14 6/14
	D. Agenda to Go	8/14
3.	Cell Tower Colocation Use/Lease: 1 st Contract	1/14
		1/14
4.	Corrections Print Program (Countywide): Development	
5.	EMS Patient Care Reporting: Upgrades	2/14
6.	Functional Needs Sheltering: Policy Direction, Partnership Development	2/14
7.	Community based Disaster Coalition Development (including CERT, MRC and Fire Corps)	5/14
8.	Continuity of Operations Plan (COOP): Development	5/14
9.	Permit Center: Web based Application and Payment	5/14
10.	Corrections Horticulture Program: Business Plan	5/14
11.	Corrections Mattress Refurbishing Program: Development	7/14
12.	County Website: Redesign	8/14
13.	Spay/Neuter Program: Evaluation, Direction	9/14
14.	Effective Online Repository of Vital Building Information: Development	12/14
15.	"EXIT" Signs Check Program: Development	12/14

Osceola County BOCC Calendar October 2013 – May 2014

October 2013

1. BOCC Decision: Sun Rail Osceola Corporate Center Developer Agreement

November 2013

1. BOCC Decision: Experience Kissimmee Strategic Plan Update

December 2013

- **1.** BOCC Presentation/Decision: Experience Kissimmee Implementation Plan Public Private Organization
- **2.** BOCC Decision: Twin Oaks Mitigation Plan Agreement with Dr. Horton
- 3. BOCC Decision: Northeast District Sector Concept Plan

January 2014

- 1. BOCC Decision: Shady Lane Building Direction
- 2. BOCC Presentation/Decision: Sun Rail Station Funding
- 3. BOCC Decision: Transportation Fund
- **4.** BOCC Decision: Bicycle/Pedestrian Plan/Projects Panel Recommendations
- 5. BOCC Osceola Stadium Scoreboard Agreement
- **6.** BOCC/St. Cloud: Joint Workshop on Annexation of Enclaves
- 7. BOCC Decision: Direction on Navigation Board
- **8.** BOCC Decision: Red Light Cameras
- **9.** BOCC Decision: Burn Ban Ordinance
- **10.** BOCC Decision: False Alarm Ordinance
- 11. BOCC Decision: Fire Works Ordinance
- **12.** BOCC Decision: Cell Tower Colocation Use/Lease 1st Contract
- **13.** BOCC Presentation: Fire Service Level and Stations

February 2014

- 1. BOCC Decision: Osceola Parkway BVL Wall Contract
- **2.** BOCC Workshop: Procurement Code Update, Delegated Approval Authority
- **3.** BOCC Decision: Water/Sewer Service Agreement and Funding for Marydia

March 2014

- 1. BOCC Workshop: Sun Rail Stations Improvements and Maintenance
- **2.** BOCC Presentation/Decision: Master Plan for Surface Water Report and Plan Acceptance
- **3.** BOCC Decision: Comprehensive Right-of-Way Policy
- **4.** BOCC Workshop/Decision: Lakes Management Plan Direction and Funding
- **5.** BOCC Decision: Procurement Code Update, Delegated Approval Authority
- **6.** BOCC Decision: TOD Standards Land Development Code Revision
- **7.** BOCC Decision: Experience Kissimmee Direction on Advisory Board of Directors
- **8.** BOCC Decision: Fire Service Level and Stations
- 9. BOCC Report: Homeless Reduction Strategy

April 2014

- 1. BOCC Decision: Poinciana Boulevard Phase 3 Funding
- 2. BOCC Decision: Live/Work LDC Revision
- 3. BOCC Decision: Annexation of Enclaves Agreement with St. Cloud
- 4. BOCC Decision: Commercial Space in Parking Garage
- **5.** BOCC Presentation/Decision: Digital Radio System and Non Public Safety Agencies Funding
- **6.** BOCC Update Report; Medical City Strategy
- 7. BOCC Update Report: Post Secondary Education Strategy
- **8.** BOCC Decision: Southport Development
- **9.** BOCC Decision: Fire Service Level and Stations

May 2014

- 1. BOCC Workshop/Decision: Parks Master Plan: Direction, Funding
- **2.** BOCC Presentation Contract for County Employee Compensation Market Analysis
- **3.** BOCC Review: Cost of Community Grants