



# CITY MANAGER'S REPORT

Bill McDaniel, City Manager

M A Y 2 9

2018

## REGULAR CITY COMMISSION MEETING

### PART I - STAFF ACTIVITY AND UPDATES

#### A. Utilities Repairs in Conjunction with Street Resurfacing Update

Attached is an updated summary detailing the remaining work and budget for the utilities repairs in conjunction with street resurfacing.

#### B. North Vermont Street Redevelopment

Over the years, North Vermont Street had major drainage issues during rainy seasons and started showing extreme deficiencies in the road structure and aging underground utilities. In addition, a lack of sidewalks and designated pedestrian crossings made the street unsafe for pedestrians and students walking to Jackson Elementary School.



The North Vermont Street Redevelopment project was included in the City's FY 2016-17 Capital Improvement Program. Boggs Engineering was retained as professional design and permitting services consultant, Alto Construction was selected as the contractor and the City's Project Manager was Tatyana Austin, Engineering Department.

The project started at the intersection of Baker and Vermont Streets, going north through Tomlin Street intersection and ending at Calhoun Street. The project included: 1,000 linear feet of underground drainage with eight pre-cast drainage inlets; 1,200 linear feet of new water main pipes and about 450 linear feet of new sanitary sewer system with five new manholes. Approximately 1,300 linear feet of the roadway was rebuilt with new

road base and asphalt. The roadway was expanded to include 11-foot wide travel lanes with curbs and gutters; 14 new concrete driveways to improve roadway access; 8 new pedestrian crosswalks; 1,200 linear feet of new ADA sidewalks; new marking and striping; 20 new street signs; and also six new School Zone Flashing Beacons to increase safety. In addition, the school drop-off area was reconfigured for increased student safety.



All underground utility work was completed by October 2017. In the first week of



November 2017, Alto installed new asphalt and applied new road marking and striping. By mid-November 2017, construction of sidewalks and new sodding was completed. On November 20, 2017, Alto reached substantial completion of the project and the streets were reopened. In March 2018, the six School Zone Flashing Beacons were installed after delay due to post Hurricane Irma replacement work in South Florida.

The project was completed on schedule and under budget. Boggs Engineering's cost estimate was \$813,641, with a final construction cost of \$741,854.02, including an additional expense of \$17,937 for unforeseeable circumstances from Hurricane Irma clean-up and recovery in September 2017.

## PART II - EXECUTION OF CORE STRATEGIES

### FACILITATING ECONOMIC DEVELOPMENT

- A. Met with Jake Austin, Plant City Economic Development Corporation (PCEDC) and Stephanie Lane, CSX, regarding the Turkey Creek Railroad Crossing on May 15.
- B. Attended the PCEDC Investor Meeting at the City Hall Auditorium on May 21.
- C. Met with Plant City Main Street Executive Director Jane Waters Thomas, Florida Strawberry Growers Association Marketing Director Sue Harrell and Community Services Director Karen Collins regarding Downtown Concept on May 22.

## FOSTERING COMMUNITY ENGAGEMENT

- A. Spoke at the Plant City Noon Rotary Meeting on May 14.
- B. Attended the 26<sup>th</sup> Annual Tampa Bay Regional Planning Council Future of the Region Awards in St. Petersburg on May 18. The Plant City Right Now - Embracing the Future project was recognized with an award in the category of Economy and Energy.
- C. Attended the Community Center Advisory Group Meeting at the City Hall Auditorium on May 22.
- D. Attended the United Food Bank Board Meeting on May 23.

## EMPOWERING OUTSTANDING CUSTOMER SERVICE

- A. Discussed Downtown Cleanup and Road Resurfacing with the City Engineer and Procurement Manager on May 15.
- B. Received Sidewalk Hazard/Sidewalk Cleaning and Street Restriping Updates from Engineering and Recreation & Parks staff on May 17 & 24.
- C. Met with the City Attorney, Chief of Police, Engineering and Planning staff regarding 507 North Wheeler Street ROW Fencing Inquiry on May 22.
- D. Attended the SOP Committee Meeting with staff on May 24.

## ENGAGING IN EFFECTIVE COMMUNICATION

### INTERNAL STAKEHOLDERS

- A. Discussed Utilities/Solid Waste Building CIP Budget Requests with Finance, Solid Waste and Utilities staff on May 16.
- B. Discussed Master Plans CIP Budget Requests with Finance and Utilities staff on May 16.
- C. Discussed Personnel and Health Insurance Budget Requests with Finance and Human Resources staff on May 16 & 17.
- D. Briefed Commissioner Mike Sparkman with staff regarding Paymentus Confidentiality of Rates, North Franklin Street Stormwater Project, and Early Payment of Loans on May 21.

- E. Briefed Commissioner Nate Kilton with staff regarding Paymentus Confidentiality of Rates, North Franklin Street Stormwater Project, and Early Payment of Loans on May 22.
- F. Briefed Mayor Rick Lott with staff regarding Paymentus Confidentiality of Rates, North Franklin Street Stormwater Project, and Early Payment of Loans on May 23.
- G. Briefed Vice Mayor Bill Dodson with staff regarding Paymentus Confidentiality of Rates, North Franklin Street Stormwater Project, and Early Payment of Loans on May 24.

#### EXTERNAL STAKEHOLDERS

- A. Met with The Lunz Group, Procurement Manager and Recreation & Parks staff regarding the Community Center on May 15.
- B. Conducted Evers Street Wild Flower Beds Site Visit with Mark Poppell and Recreation & Parks Director Jack Holland on May 24.
- C. Met with Yvonne Fry regarding Communication Strategy Proposal on May 23.

#### MAXIMIZING ORGANIZATIONAL EFFECTIVENESS

- A. Met with the Chief Financial Officer, City Engineer, Interim Fire Chief and Procurement Manager regarding Fire Station Bids on May 14.
- B. Met with the City Attorney, Procurement Manager and Utilities staff regarding Tank Repairs and Painting on May 14.
- C. Discussed Foreclosures on Condemned Properties with the Code Enforcement Manager on May 15.
- D. Met with the Chief Financial Officer, City Attorney and Procurement Manager regarding Badger Meters on May 16.
- E. Met with the Building Official, City Attorney and Recreation & Parks Director regarding the Girl Scout Hut on May 22.
- F. Conducted Hurricane Preparedness Review and Planning with key City personnel on May 23.
- G. Attended the Utilities Department Staff Meeting on May 23.

## PART III - DEPARTMENTAL MONTHLY REPORTS

POLICE ACTIVITY FOR APRIL (Comparison with previous year)		
Activity Type	2018	2017
Criminal Offenses/Citations	823	946
Complaints Investigated	6,415	7,947
Accidents Investigated	155	137
Miles Patrolled	72,786	61,595

FIRE ACTIVITY FOR APRIL (Comparison with previous year)		
Activity Type	2018	2017
Total Calls	379	441
Structure Fires	5	4
Total Fires	14	37
Fire Loss	\$81,400	\$168,600
Rescue & EMS Incidents	307	313
EMS Transports	252	252
ALS	188	197
BLS	64	55

GENERAL SERVICES ACTIVITY FOR APRIL	
Activity Type	Number
Building Repairs	179
Furniture Manufactured / Repaired	23
Locksmithing - Key Cuts	39
Locksmithing - Lock Repairs & Installations	5
Fuel Keys Made for Fuel Master	4
Maintenance Call Outs (After Hours)	1
New Construction / Renovation	1
Welding Fabrication	88
Total Services	340
Preventative Maintenance	75

LIBRARY ACTIVITY FOR APRIL (Comparison with previous year)		
Activity Type	2018	2017
Information Requests (quarterly Average)	3,600	9,025
Technology Assistance	1,681	*
Computer Sign-Ins	3,429	3,781
Library Programs	44	59
Program Attendance	632	958
Materials Checked Out	21,934	18,168
Meeting & Study Room Sessions	154	137
Meeting & Study Room Audience	639	449
New Cardholders	194	198
Customer Visits	13,195	14,662

\*Tech Assistance use to be included in Information Requests; we began tracking separately in April 2018 due to the increase in service in this area.

Original Allocation \$ 4,000,000.00

CWO #	Location	Budget Amount	Bond Required	NTP Date	Calendar days to Substantial Completion	Target Substantial Completion Date	PO #	NTP Issued	Total Expenditures to Date	CO Total in \$	Amended Budget	Cash Balance in Budget	Comments
CWO-UD 17-002-KI	Mobley; W. Baker to Strawberry Dr	\$ 42,096.00	No	4/26/2017	45	6/10/2017	17003593	5/16/2017	\$ 30,404.50	\$ (11,691.50)	\$ 30,404.50	\$ -	The location is complete.
CWO-UD 17-003-KI	E. MLK; RXR Crossing to Park Rd	\$ 259,665.54	Yes	4/26/2017	90	7/25/2017	17003594	5/16/2017	\$ 204,552.73	\$ (55,112.81)	\$ 204,552.73	\$ -	The location is complete.
CWO-UD 17-004-KI	W. MLK S Alexander to RXR Crossing	\$ 737,302.25	Yes	6/19/2017	145	11/11/2017	17003595	6/9/2017	\$ 954,380.52	\$ 291,158.82	\$ 1,028,461.07	\$ 74,080.55	Lateral Lining will be complete this week; this does not prevent paving
CWO-UD 17-005-KI	Pine Club Dr; Griffin Blvd to Forest	\$ 227,280.90	Yes	7/17/2017	100	10/25/2017	17004530	7/14/2017	\$ 92,291.40	\$ (134,989.50)	\$ 92,291.40	\$ -	The location is complete.
CWO-UD 17-006-KI	Forest Club Dr; Pine Club to End of Road	\$ 241,462.40	Yes	7/18/2017	60	9/16/2017	17004645	7/17/2017	\$ 120,155.40	\$ (121,307.00)	\$ 120,155.40	\$ -	The location is complete.
CWO-UD 17-007-KI	Franklin St; W. McClendon to Valencia Rd	\$ 811,690.84	Yes	10/8/2017	145	8/14/2017	17005826	10/8/2017	\$ 719,757.48	\$ 104,623.62	\$ 916,314.46	\$ 196,556.98	<ul style="list-style-type: none"> <li>o All tie ins and service connections are complete.</li> <li>o All asphalt patches are complete.</li> <li>o All of the concrete restoration should be complete by the end of next week (Week of May 28th).</li> </ul>
CWO-UD 17-008-KI	Shannon Ave; E Calhoun St to Frontage Rd	\$ 308,387.13	Yes	7/18/2017	110	11/5/2017	17004646	7/17/2017	\$ 308,387.13	\$ -	\$ 308,387.13	\$ 0.00	The location is complete.
CWO-UD 17-009-KI	Grant St; S. Alexander to S. Collins *	\$ 621,435.70	Yes	4/16/2018	90	7/15/2018	18001116		\$ 25,992.00	\$ -	\$ 621,435.70	\$ 595,443.70	<ul style="list-style-type: none"> <li>o The last burst will be completed next week.</li> <li>o The balance of the water services will be completed early next week</li> <li>o The following week we will begin the gravity installation at Grant and Hunter (Week of May 28th).</li> </ul>
CWO-UD 17-010-KI	Walter St; W. Reynolds to US92	\$ 460,221.95	Yes	11/20/2017	120	4/20/2018	18001117		\$ 352,107.95	\$ -	\$ 460,221.95	\$ 108,114.00	This location is complete
<b>Total to date</b>	<b>Totals</b>	<b>\$ 3,709,542.72</b>							<b>\$ 2,808,029.11</b>	<b>\$ 3,782,224.35</b>	<b>\$ 974,195.24</b>		

5/20/2018

Balance in Allocation \$ 217,775.65