



The *City Manager's Weekly Update* has been created to provide City Council members and staff with a weekly briefing on the status of citywide projects, programs and services.

Friday, July 9, 2021

City Manager's Weekly Update

Upcoming Events

July

13	5:30 p.m.	City Council Budget Workshop
14	9:00 a.m.	Code Enforcement Special Magistrate Meeting
15	5:30 p.m.	City Council Budget Workshop (TENTATIVE)
20	5:00 p.m.	Parks & Recreation Advisory Board Meeting
20	6:30 p.m.	City Council Regular Meeting
22	5:30 p.m.	Planning Commission Meeting
26	5:15 p.m.	Environmental Advisory Board Meeting
27	5:30 p.m.	City Council Special Meeting
28	9:00 a.m.	Code Enforcement Special Magistrate Meeting

August

3	5:00 p.m.	Golf Course Advisory Board Meeting
3	6:30 p.m.	City Council Regular Meeting
11	9:00 a.m.	Code Enforcement Special Magistrate Meeting
17	6:30 p.m.	City Council Regular Meeting
19	6:30 p.m.	Town Hall Meeting
24	5:30 p.m.	City Council Workshop
25	9:00 a.m.	Code Enforcement Special Magistrate Meeting
26	5:30 p.m.	Planning Commission Meeting

Administrative Services

Information Technology

- Staff, along with the city's OnBase consultants, held a discovery meeting to determine how to best configure the integration between OnBase and GIS databases. The goal is to eventually develop online interactive maps that can link to documents stored in OnBase such as building plans, permits, flood elevation certificates, and more that would provide citizens and contractors with more efficient access to those documents.

Human Resources

- Negotiations continued with the Police and Fire Unions. Police Benevolent Association (PBA) Lieutenants and International Union of Police Associations (IUPA) have the wages articles open and International Association of Firefighters (IAFF) have the entire collective bargaining agreement open. All 3 expire on September 30.

Parks & Recreation

Athletics

- Registration is still open for E-Sports and Just Play!



Flyers on E-Sports and Just Play

- On Friday, July 23, we will have our Jr. Homerun Derby at City Center.



Graphic for Jr. Homerun Derby

Events

- Last Sunday, the city celebrated Independence Day with the annual 4th of July Spectacular! The rain stayed away for the majority of the event, and the fireworks were truly awesome!



Photo of the 4th of July Spectacular event with the band Hayfire performing

- Crews completed pressure washing the fishing piers at Riverwalk Park.



Photos of the fishing piers at Riverwalk Park

- The concrete of the Parks & Rec storage building foundation is getting ready to be poured. Vertical construction is scheduled to begin in mid-July.



Photo of the storage building foundation

Police

- First Step Shelter (07/01/21 – 07/08/21).
 - ❖ Persons Contacted – 7
 - ❖ Persons Refusing Assistance – 7
 - ❖ Persons Not Eligible – 0
 - ❖ Shelter Intake – 0
 - ❖ Shelter Intake Refusal – 0
 - ❖ Other – 0
 - ❖ YTD Contacts* – 242
 - ❖ YTD Shelter Intakes* – 1
 - ❖ YTD Shelter Intake Refusals* - 49
- *From 1/24/2020

TNR Program Stats as of 07/07/2021	
YTD Applications Received	77
Active Colonies	57
Applications Pending Approval	2
YTD Applications Denied	16
YTD Cats Spayed/Neutered	241

Public Works

Facility Maintenance

- Staff painted the island curb at the employee entrance to the Police Department due to safety concerns.



Photo of staff painting the curb at the Police Department employee entrance.

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Roads

- Staff completed asphalt repairs on Merrimac Drive due to a failing stormwater pipe that was recently replaced.
- Staff installed pedestrian signs at both crosswalks on Willow Run Blvd. due to a sign survey from the Police Department.



Photo of staff installing a pedestrian signs at the crosswalk on Willow Run at Tracy Dr.

Drainage

- The Vac-con cleaned the stormwater catch basins and the drainage pipe in the vicinity of 7 Coconut Row.
- The Kaiser continues cleaning the ditch in the Cypress Head subdivision.

- The Boomer mower successfully pushed back the overgrowth at the Police Department parking lot.



Photo of the boomer mower pushing back the overgrowth at the Police Department

Grounds

- Crews cleaned up Dunlawton Ave. before and after the rain events during this past week.
- Staff lifted several tree canopies at the Police Department.



Before and after photos of staff lifting the tree canopies at the Police Department

Public Utilities

Field Operations

- Field Operations crews had a planned water outage in Willow Run to repair a split watermain. Older “class” pipe is being replaced throughout the city as it identified due to a high failure rate for splitting.



Photo of split “class” pipe on Willow Run that was repaired by Field Operations



Photo of Field Operations crew repairing the watermain on Willow Run Blvd.

Lab Operations

- Lab staff collected precautionary boil water notice samples for a planned outage at Tracy Drive and Willow Run on July 1 - 2. This precautionary boil water notice was rescinded on Saturday, July 3.

Engineering

- **Virginia Monroe**
 - Work is completed and we are still waiting for FPL to finish the power supply to the pump station. FPL completed installation to one of the two stations. Once power supply is finished to the second station, the final startup/check of the pump operations will be completed. FPL is in “storm mode” and cannot give a time frame of completion.
- **Howes Street**
 - The contractor is installing the new water lines on Orange Ave as part of this project. Stormwater installation is to follow.
- **Citywide Stormwater System Repairs**
 - **Tracy at Willow Run** – The contractor reopened the intersection. Final grading will be done after the 4th of July.
 - **Devon St. at London** – The underground work is completed. The contractor is starting the restoration of the area. The road is expected to re-open sometime during the week of July 19.
 - **Hidden Lake Dr. at Dexter Dr.**– Signs are being posted for the detour for the complete closure of this intersection beginning July 19. The intersection will be closed for approximately 6 weeks for the replacement of inlets and piping under the intersection. Details about this closure will be posted on the city’s website, social media platforms, etc.

Fire Rescue

Fire Chief's Office

- Three new firefighters began their careers with Port Orange Fire Rescue (POFR) this week. The first week for new hires is a 40-hour orientation week spent rotating through all three shifts to learn information about the department, policies, and procedures and to train. Welcome to the POFR family, Firefighter Simmons, Firefighter Cathey and Firefighter Moore.



Photos of the new hires

- Transports for Week 116: 22 emergent dispatches with 16 transports and 11 non-emergent dispatches with 9 transports. Response times are 6 minutes 40 seconds for emergent calls and 10 minutes 16 seconds for non-emergent calls. We were sent outside of our corporate border 1 time this week. Since inception on April 15, 2019, we have been sent to 3,310 emergent calls and transported 2,272 patients and 1,084 non-emergent calls with 804 patients transported.

Fire Operations

- Crews responded to a report of a residential structure fire on Lafayette Street. Upon arrival, crews found heavy fire coming from the roof. During on scene operations, the roof collapsed in the area of the fire. No firefighter or civilian injuries were reported.



Photos from Lafayette Street structure fire

Fire Safety

The Fire Department was on scene for the 4th of July Spectacular event held at City Center as well as performed inspections of the fireworks and food trucks. Food trucks were inspected to ensure that proper generator placement and fire suppression system/extinguishers were in compliance. The Fire Chief performed pre and post show shot counts for all fireworks.



Picture of Fireworks

Emergency Management

- Emergency Management spent the week monitoring Hurricane Elsa. The storm was very difficult to forecast and demanded our full attention. Thankfully no injuries or damages occurred in our area. This storm serves as a reminder that it's time to prepare for the rest of hurricane season. The storm also reminds us that it only takes one storm to cause injury or damage. The Emergency Operations Center (EOC) was not activated but we did monitor the storm through the holiday weekend and the EOC was ready to be activated at a moment's notice. We worked with our state and county emergency managers throughout the storm to share information and updates on any storm related impacts.

Finance

- The Finance team, Department staff, and the City Manager prioritized the General Fund, Enhancement, and CIP (Capital Improvements Program) requests in preparation for the upcoming budget workshops with Council. Budget workshops are scheduled for July 13 and July 15 (tentative), with a final vote for setting the FY22 Max Millage rate scheduled for Tuesday, July 27.
- Utility customers will receive a special insert in their utility bills this month regarding the new ordinance related to the management of garbage and debris during a declared emergency.
- Customer Service lowered the number of shutoffs from 215 to 76 by calling and emailing customers.
- Customer Service currently has 240 customers who have signed up on the customer portal for Paymentus. We encourage all residents to sign up for access to the enhanced services offered by Paymentus. If you have any questions on how to set up your account, please contact Customer Service at 386-506-5720
- Recruitment for Finance staff vacancies continues.

On the horizon

- The Finance Director will attend the Virtual GFOA 2021 Annual Conference the week of July 12-23.
- Accounting team members will attend Daytona State classes for Excel Intermediate and Advanced courses online and in person.

Community Development

- The contractor for the Fysh Bar & Grill Restaurant at Riverwalk continued construction of the concrete masonry unit (CMU) block walls for the restaurant this week. According to the contractor, construction of the CMU walls is anticipated to be completed late next week and once the walls are completed, the structural steel for the second floor and roof will be installed. Site work continues with importing of fill material and grading of the parking lot and stormwater areas.



Photo of the concrete masonry unit (CMU) block walls going up for Fysh Bar & Grill Restaurant

City Manager

- The July/August/September 2021 issue of the citizen newsletter was sent out this week. Within five minutes time of sending to our utility bill customers electronically, 6,076 read the email and 2,961 downloaded the newsletter to read. To date, we have 13,675 email addresses on file and will continue to add new email addresses as new citizens sign up for the new Paymentus customer portal.
- Interim Customer Service Manager, Kristin Lalancette was the guest on The POG Show podcast this week and discussed topics including the new Paymentus customer portal, AquaHawk, license tags for animals, frequently asked questions by citizens, etc.

Bids

7/8 Status of Bids and Proposals				
City of Port Orange Procurement Projects - FY21				
Type	Bid #	CURRENT PROJECTS	Dept	Status
ITB	20-12	Wastewater Reclamation Facility Construction of Building	PW	Bid Released Bid Opening 08/03
ITB	21-10	Canal View Blvd Runoff Management and Guardrail Repairs	PW/PU	Bid Released Bid Opening 07/15
ITB	21-16	City Center Entrance LED Sign Board	IT	Draft In Review
ITB	21-17	Police Department Duct/HVAC Mold Remediation	PW	Draft In Process
ITB	21-19	Dunlawton Bridge Boat Ramp Pavement Repair	PW	Draft In Review
ITB	21-20	Repair and Resurface Samms Avenue	PW	Bid Released Bid Opening 07/28
ITB	21-21	Fencing Services	COPO	Draft in Process
ITB	21-22	Uniforms	PR	Draft in Process
RFP	21-06	Incident Response Management System (IRMS)	PW/PU	RFP Released 06/17 RFP Opening 07/22
RFP	21-07	Internet and VoIP Communication Services	IT	RFSQ Released RFSQ Opening 08/05
RFSQ	21-01	Professional Services for Design & Permitting of Local Agency Program (LAP) Projects	CD	Draft In Process
RFSQ	21-03	Professional Engineering Services	PW/PU	RFP Released 06/17 RFP Opening 07/22
Type	Bid #	COMPLETED PROJECTS	Dept	Status
ITB	20-15	Parks Maintenance Renovations Equipment Storage	PR	Awarded 11/2020
RFP	20-05	Technical Assistance with HUD Programs Consultant	FI	Awarded 12/2020
ITB	20-13	Dry Cleaning Services	PD/FD	Awarded 12/2020
RFQ	21-01	Parking Area Repair & Environmental Enhancement at Deck Down Under	CD	Awarded 12/2020
RFP	21-05	Executive Search Firm Services for City Manager	HR	Awarded 12/2020
ITB	21-05	Grapple Truck Replacement	PW	Cancelled by PW 12/2020
ITB	20-16	Ridgewood Ave and Farmbrook Rd Watermain Improvements	PW/PU	Awarded 02/2021
ITB	21-01	Water Reclamation Facility Chlorine Skid with Mixer	PW/PU	Awarded 03/2021
RFP	20-06	Airport Park Playground Replacement	PR	Awarded 04/2021
RFP	21-03	Workday Adaptive Planning Software Implementation	FI	Cancelled by FI 01/2021
ITB	21-03	Removal and Installation of Fencing at the Public Works Facility	PW	Awarded 03/2021
ITB	21-12	Accessories & Installation Services for Fleet Vehicles & Equipment	PW	Cancelled by PW 01/2021
RFP	21-01	Solid Waste Collection Services	PW	Awarded 02/2021
RFP	21-02	Wrecker Services	PD/FD	Awarded 05/2021
ITB	21-08	Pedestrian Crossing Signs	PW/PU	Cancelled (All Bids Rejected) 04/2021
ITB	21-02	Howes St and Orange Ave Watermain & Drainage Improvements	PW/PU	Awarded 04/2021
ITB	20-14	Fire Department Training Tower Excavation, Foundation, and Erection	FD	Awarded 03/2021
RFQ	21-02	Wooden Bridge Inspections	PW/PU	Awarded 02/2021
RFP	21-04	Broker Services for Employee Services	HR	Awarded 05/2021
ITB	21-14	Officials, Umpires, Referees, & Scorekeepers for Recreation Sports Programs	PR	Awarded 03/2021
ITB	21-06	Ponce Inlet Lift Station Building Remodel	PW/PU	Awarded 04/2021
ITB	21-04	Pest Control and Fertilizing for Athletic Fields	PR	Awarded 05/2021
ITB	21-07	Furnish & Install Embossed FRP Wall Coverings for Vehicle Maintenance Shop	PW	Awarded 04/2021
RFI	21-01	Implementation of Workday Adaptive Planning Software	FI	Completed 03/2021
ITB	21-13	Renovation and Expansion of the REC	PR	Awarded 05/2021
ITB	21-11	Emergency Food Services and Supplies FEMA	PR	Cancelled (No Bids) 04/2021
ITB	21-09	Herbert & Nova Master Lift Station Rehabilitation	PW/PU	Awarded 6/2021
RFSQ	21-02	Riverwalk Park Phase 3 Water Oriented Features and Boardwalk	CD	Cancelled by CD 04/2021
ITB	21-21	City Center Field Renovations - JC	PR	Cancelled by PR 05/2021
RFQ	21-03	Metal Building - JC	PW	Rejected by PW
ITB	21-15	Citywide Street Striping	PW/PU	Notice of Intent Issued 6/24/2021