

MEMORANDUM
FROM THE OFFICE OF THE CITY MANAGER

To: Mayor and City Commission

From: Pam Brangaccio, City Manager *PDB*

Re: City Manager's Report – April 28, 2015

Date: April 21, 2014

A ribbon cutting ceremony will be held at 6:00 p.m. on April 29th to celebrate the re-opening of the Babe James Community Center.

We are excited to announce that on Saturday, May 2nd at 10:00 a.m. we will celebrate the opening of New Smyrna Beach's first universally accessible playground Rocco Park!

Attached is the proposal and cost estimate from Traffic Engineering Data Solutions, Inc. for the traffic calming concept for Cooper Street between 2nd and Ocean Avenue; staff will work with TEDS to move forward and determine a work schedule.

We are proceeding with the structure analysis for the First Baptist Church in order to finalize an appraisal for the property.

The tables and chairs that were in the Brannon Center are being "stored" by the Council on Aging and the Chamber of Commerce (270 chairs, 24 round tables, 15 rectangular tables), during construction.

The Fertilizer Ordinance information is on the City website in the flash banner graphic, and since its one of the Commission's priorities, it's listed on the Commission's page as well.

We have notified the Boys and Girls Club that the City would like to donate to them the building they have been using as their clubhouse. Donna Banks will be preparing a US EPA grant application for Phase 1; the Boys & Girls Club Board approved accepting the building subject to legal review and the environmental assessment.

Beginning Monday, April 20, Callalisa Park will be closed weekdays for construction, however, the park's kayak launch will be open for paddlers on weekends. The closure is expected to continue through the end of May as part of an ongoing stormwater management initiative. Next week, construction crews will begin staging equipment and material for drainage improvements in the park and nearby areas as part of the Central Beach Phase 3 Flood Mitigation and Utility Improvements Project.

A meeting has been scheduled with Volusia County officials regarding beachside traffic concerns, April 30th beginning at 10:00 a.m. at the Babe James Center.

Former Commissioner Plaskett who serves as the Community Liason for the Westside Community has scheduled the next meeting and has secured the Police Chief to speak at the meeting on Monday, April 27th.

With the end of the current CRA, Tony Otte will be re-locating the NSB CRA/Economic Development office this week to join Donna Banks at the Babe James Center to focus on the Historical Westside and US1 CRA, Brownfields, housing initiatives and economic development.

Tammy Kosorok will be replacing Sandy Winkler as the City Manager's Executive Assistant, and will be working with Sandy during her last week. Renee Richards will be transferring over to the Recreation office in June as the CRA administrative position will not be filled.

Should you have any questions or need additional information or clarification, on any of the items presented in this report, please let me know.

Join us to celebrate the opening
of New Smyrna Beach's first
universally accessible playground!

10-11:30 A.M.,
SATURDAY, MAY 2

Rocco Park

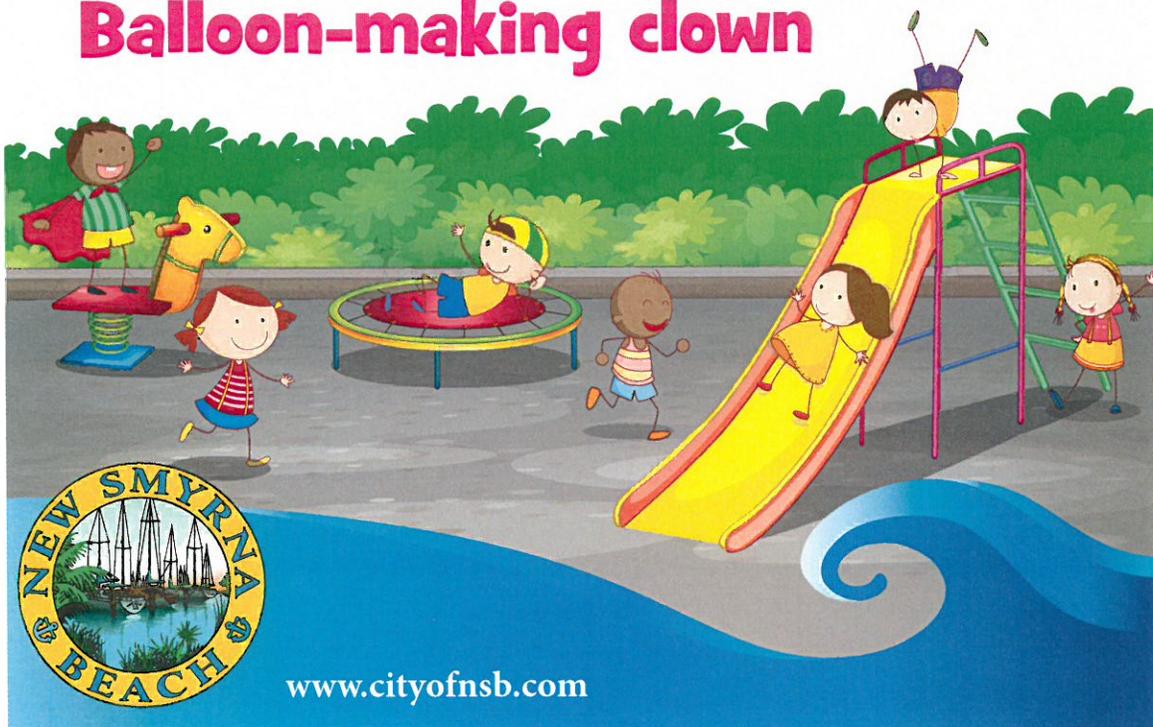
2490 Sunset Drive
(just east of the football stadium)

Face painting

Popcorn

Snow cones

Balloon-making clown



www.cityofnsb.com

Traffic Engineering Data Solutions, Inc.

VIA E-MAIL: kfegley@cityofnsb.com

Ref: 10662

April 6, 2015

Mr. Kyle Fegley, P.E.
City Engineer
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, FL 32168

Re: Transportation Engineering Assistance
Cooper Street Traffic Calming Concept – New Smyrna Beach, Florida

Dear Mr. Fegley:

Traffic Engineering Data Solutions, Inc. (TEDS) is pleased to provide the following proposal to conduct traffic engineering services related to development of a traffic calming concept for Cooper Street (the PROJECT) in New Smyrna Beach (the CITY), Florida. For purposes of this proposal / agreement, the City of New Smyrna Beach shall be referred to as the CLIENT. The Scope of Services (the SCOPE) describing TEDS work to be conducted under this Agreement as well as the Schedule and Fee are presented below.

SCOPE OF SERVICES

Task 1 – Traffic Calming Improvement Concept

TEDS will prepare two (2) traffic calming improvement concepts in a plan view format for the section of Cooper Street between 2nd Avenue and Ocean Avenue, including the intersections at each end of the corridor. TEDS will also prepare one (1) typical section for each concept. The concepts will include the potential location and type of various traffic calming measures which may include, but are not limited to, chicanes, intersection bulb outs, street trees, etc. Also included on the concepts will be the location of proposed sidewalk along Cooper Street. TEDS will conduct one (1) field visit. TEDS will coordinate with the City regarding approval of the improvement concepts. A preliminary cost estimate will be developed for each of the improvement alternatives. TEDS will attend one (1) meeting with the Beachside Resident Task Force to present the concepts. TEDS will finalize one (1) concept and cost estimate based on feedback from the Task Force.

SCHEDULE

Upon receipt of an approved purchase order, TEDS will coordinate with the CLIENT to identify a mutually agreed-upon schedule.

COMPENSATION

Task 1 shall be completed on the following lump basis:

Task	Fee
Task 1 – Traffic Calming Improvement Concept	\$4,500.00

Any revisions to the SCOPE shall constitute ADDITIONAL SERVICES and will require modifications to the COMPENSATION and SCHEDULE and must be mutually agreed to by TEDS and the CLIENT in writing. Revisions to the SCOPE may be conducted on a fixed-fee

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www.teds-fl.com

basis, if a fixed SCOPE can be determined, or on a time-and-expenses basis according to the attached hourly rates shown in Attachment A.

RESPONSIBILITIES OF THE CLIENT

The CLIENT shall be required to perform the following in order for TEDS to maintain the PROJECT SCHEDULE:

- Provision of available survey information on Cooper Street;
- Provision of drainage plans as prepared for Cooper Street;
- Written approval by the CLIENT of any modifications to the SCOPE required of TEDS; and
- Advance notice of meetings requiring TEDS' staff attendance.

SERVICES NOT INCLUDED

In addition to any other task not specifically identified in the SCOPE, the items listed below would constitute ADDITIONAL SERVICES and would require written mutual authorization, including changes to the SCHEDULE and COMPENSATION, by TEDS and the CLIENT prior to initiation of said additional work:

- Preparation of additional submittals beyond those identified in Task 1; and,
- Attendance of additional meetings.

ACCEPTANCE OF TERMS

If the preceding SCOPE and terms are satisfactory, please provide an approved purchase order indicating your agreement to the content as authorization to proceed.

Sincerely,

TRAFFIC ENGINEERING DATA SOLUTIONS, Inc.



Deanna F. Ferrell, MBA
President



Chris J. Walsh, P.E. (FL)
Senior Project Manager

Traffic Engineering Data Solutions, Inc.

ATTACHMENT A
Standard Hourly Billing Rates
Effective January, 2013

<u>BILLING CODE</u>	<u>LABOR CATEGORY</u>	<u>HOURLY RATES</u>
1	President	\$ 200
2	Chief Engineer/Sr. Project Manager	\$ 180
3	Project Manager	\$ 135
4	Sr. Engineer/Sr. Planner	\$ 125
5	Project Engineer/Project Planner	\$ 110
6	Engineer/Planner	\$ 100
7	Engineer Intern/Planning Intern	\$ 80
8	Sr. CADD Designer	\$ 85
9	CADD Designer	\$ 55
10	Senior Technician	\$ 55
11	Technician	\$ 45
12	Administrative Assistant	\$ 55
13	Secretary	\$ 40
14	Comptroller	\$ 60
<hr/> COURT TESTIMONY <hr/>		
40	Actual Testimony	\$ 275
40	Preparation Time	\$ 275

Traffic Engineering Data Solutions, Inc.

Winkler, Sandy

From: Brangaccio, Pam
Sent: Tuesday, April 14, 2015 3:33 PM
To: Winkler, Sandy
Subject: FW: Brannon Center Storage

Add to next CM report...the breakout of where the chairs and tables are being "stored" by COA and Chamber.-

From: Updike, Michelle
Sent: Tuesday, April 14, 2015 9:55 AM
To: Yancey, Liz; Brangaccio, Pam
Cc: Greene, Kristin
Subject: RE: Brannon Center Storage

Liz-

We walked the Brannon Center Friday with COA and the below request would yield the following sharing of tables chairs:

	Chairs	Round Tables	Rectangular Tables
TOTAL	270	24	15
Chamber of Commerce	100	6	4
Council on Aging	170	16	11
CITY	0	2 BROKEN	0

Winkler, Sandy

From: Brangaccio, Pam
Sent: Wednesday, April 8, 2015 5:29 PM
To: Winkler, Sandy
Subject: FW: NSB Fertilizer Ordinance

April 28th CM report.

From: Smith, Holly
Sent: Wednesday, April 08, 2015 4:49 PM
To: Chad Truxall
Cc: Brangaccio, Pam
Subject: RE: NSB Fertilizer Ordinance

Hello again, Chad,

Just an FYI that the fertilizer ordinance info has been added on the City's website www.cityofnsb.com in two places:

1. It's highlighted in the flash banner graphic (which leads to #2 below)
2. Since it's one of the City Commission's priorities, it's listed on the Commission's section at <http://cityofnsb.com/953/Protection-of-the-Indian-River-Lagoon> You'll notice there's a link to your website at the bottom of the page under the ordinance info.

Please let me know if you have any questions.
Thank you,

Holly Smith, DC, MA
Public Relations/Marketing Manager