

MAYOR
Hal J. Rose

DEPUTY MAYOR
John Dittmore

COUNCIL MEMBERS
Daniel Batchelder
Pat Bentley
Adam Gaffney
Barbara A. Smith
Andrea Young



CITY HALL
2240 Minton Road
West Melbourne, FL 32904
Phone: (321) 727-7700
Fax: (321) 768-2390
www.westmelbourne.org

To: Mayor Rose, Members of the City Council,
Department Heads and Subscribers

From: Scott Morgan, City Manager

A handwritten signature in blue ink that reads "Scott Morgan".

Date: December 13, 2019

Subject: Friday Memo

Introduction

This Friday Memo is for the week of December 9 through December 13. Anyone wanting to be added to the distribution list may contact Tammy Neal at 837-7771 or tneal@westmelbourne.org. As always, if there are any questions or comments on items described in this memo, or on any other City matter, please call.

Space Coast Transportation Planning Organization Technical Advisory Committee

On Monday, I attended the TPO TAC meeting. Among the items of note was a presentation of the proposed Florida Department of Transportation annual update of its five year work program. Of the items of note to West Melbourne, FDOT is proposing programming an additional \$3.8 million for FDOT's future improvements to the U.S. 192 and Hollywood/Evans intersection, and that this now includes funding for construction in fiscal year 2023-2024. I was also honored to be re-elected as TAC Chairman for 2020.

Imagine Way School Zone Study

With the changed condition of the opening of Durham Drive to Imagine Way, I had engaged a traffic engineer to study the possibility of establishing a new school zone on a portion of Imagine Way. On Monday afternoon, staff met to discuss a draft of the traffic engineer's recommended concept for indeed making an area in front of Imagine School a school zone. We will be reviewing the final draft of the traffic study next week, and then start working on implementing the recommendations to establish a new school zone.

Columbia Lane-Brandywine Water Main

On Tuesday afternoon, we opened competitive construction bids for construction of a new water main in Columbia Lane, under US 192, in Brandywine, then under I-95 that will serve as the backbone for future West Melbourne water service west of I-95. The award of bid is on Tuesday evening's City Council agenda.

West Melbourne Business Association

On Wednesday, the WMBA monthly luncheon was held. Among other charitable contributions, WMBA contributes to the West Melbourne Elves Run (Shop with a Cop) Program. I am scheduled to be the WMBA guest speaker in January to provide an update on the City of West Melbourne.

Florida Power & Light Account Review

On Wednesday afternoon, Public Works Director Mark Piccirillo, Parks & Recreation Director Rich Boprey and I met with our FP&L Account Representative Nancy Flickinger to review all of the City's accounts and to seek to apply the most favorable rate structure available to each particular account.

Citizens Leadership Academy

The fourth class session for West Melbourne's 2019-2020 citizen leadership academy was held on Wednesday. The session was on human resources and information technology, and Human Resources Director Kimberly Gale and Information Technology Director Tom Bradford both provided outstanding presentations that very much engaged the class. Next week's session will be on police services.

Commissioner Isnardi's Christmas Open House

On Thursday morning, I dropped in for a bit during the annual holiday open house hosted by County Commissioner Kristine Isnardi in the Commissioners Palm Bay office where I had an opportunity to speak with a Deputy County Manager about a current City project otherwise fully permitted, but still requiring one last County permit.

Partnership with St. Johns River Water Management District

On Thursday afternoon, City Attorney Morris Richardson, Deputy City Manager Keith Mills and I met with project and procurement management staff from the St. Johns River Water Management District about partnering for procurement of a construction contractor to perform simultaneous and nearly identical underground pipe construction work for both agencies in a very narrow corridor under Interstate 95. Partnering will greatly reduce construction conflict risk, and should also achieve better unit costs for both agencies.

Save Our Indian River Lagoon Citizens Oversight Committee

This morning, I attended a meeting of the SOIRL Citizens Oversight Committee. The most significant agenda item this morning was their recommendation to the County Commission of the projects that are funded from the Indian River Lagoon half cent sales tax. The two projects the City of West Melbourne submitted – one a storm drain improvement and the other an improvement at our wastewater treatment plant - both came in 'above the line' and have been recommended for approval by the COC to the County Commission. If approved by the Commission, this would provide a total of \$4.3 million towards the cost of these two major improvement projects.

Space Coast Association of Realtors/Palm Bay Chamber of Commerce Open House

This afternoon, I dropped in the annual Space Coast Association of Realtors luncheon and then the Palm Bay Chamber of Commerce open house.

Five Year Capital Improvement Plan Update

On Tuesday evening, the City Council will consider the second reading of the annual update of the five year CIP. The first year of the plan consists of approved and fully budgeted projects, and years two through five are planned and programmed, but not yet budgeted. Including some additional reasonably-achievable grant opportunities, the entire \$48.8 million project list is considered 'cost feasible'.

Buena Vida Cottages Land Use

The second reading of the comprehensive plan map amendment and zone change ordinances for a proposed 24-unit senior citizens housing development behind the Cheddars restaurant on US 192 will be considered by the City Council during the Council meeting Tuesday evening.

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- Attachments:
1. December Monthly Calendar.
 2. Six Month City Council Agenda Planning Calendar.
 3. Departmental Friday Memos.

December 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 6:30 City Council	4 11:15 Greater Palm Bay Chamber of Commerce	5 7:00 a.m. Melbourne Regional Chamber Business Breakfast	6 4:30 60th Anniversary Dinner 6:30 Annual Tree Lighting	7
8	9 7:00 Space Coast League of Cities Dinner	10	11 11:30 West Melbourne Business Assoc 6:30 Planning & Zoning Bd	12 6:30 Charter Review Committee	13	14
15	16	17 6:00 CRA meeting 6:30 City Council	18 7:00 Bd of Adjustment	19 5:30 Code Enf Bd - cancelled	20	21
22	23	24 Christmas Eve  Offices Closed	25 Christmas Day  Offices Closed	26	27 5:00 Food Truck Friday	28
29	30	31				

Council Date	Presentations/Workshops/Ceremonies/Public Hearings	Consent/Action Items/Management Reports
17-Dec CRA Meeting 6:00 p.m.		Approval of CRA Meeting Calendar for 2020 (Christy) (CRA)
17-Dec Regular Meeting 6:30 p.m.	Public Hearing - Second Reading - Annual Update of Five Year Capital Improvement Plan (Scott) Public Hearing - Second Reading - Comp Plan Amendment and Rezoning for Buena Vida's Woodland Cottages (postponed from 12/3) (Christy)	Resolution Adopting 2020 City Council Meeting Dates (Cynthia) (consent) Award of Construction Bid - Columbia Lane-Brandywine Water Main (Keith) (action) First Reading of Extraterritorial Transportation Facility Impact Ordinance (Morris) (action) Approval of Sign for Face of New Equipment Screening Wall at Henry and Minton (Scott) (action) Accept the Dedication of Utilities and Bill of Sale for Launch Credit Union (Morris) (consent) Grace Church Concept Plan Time Extension (Christy) (consent) Accept the Dedication and Bill of Sale for Sawgrass Lakes (Morris) (consent) Resolution Approving Budget Amendment for Balance of Furniture for Police Department Expansion (Rick) (action)
7-Jan Regular Meeting 6:30 p.m.	Introduction of New Employee - Lead Mechanic Robert Simcox (Mark) Presentation - ABC Volunteer of the Year (Mayor Rose) Presentation - 2019 Year in Review (Mayor Rose) Public Hearing - Second Reading Extraterritorial Transportation Facility Impact Ordinance (Morris)	Modification of Interlocal Agreement with Brevard County for Energy Cost Sharing of Proposed New FP&L Street Lighting Along the West Side of Minton Road from Henry to Just South of Flanagan (Scott) (action)
21-Jan Regular Meeting 6:30 p.m.		2019 Annual Police Department Report (Rick) (mgmt reports) First Quarter 2019-2020 Budget Status Report (Margi) (consent) Selection of Banking Institution for Servicing City Accounts (Margi) (action) Acceptance of the Fell Road Right-of-Way Between Max K. Rodes Park and the Minton Road Right-of-Way from Brevard County (Scott) (action) Award of Bid - Veterans Memorial Complex Irrigation and Landscaping Project (Keith) (action) Extension of Interlocal Agreement with Brevard County for Installation and Maintenance of SCAT Bus Shelters (Scott) (consent)

Six Month City Council Agenda Planning Calendar

Council Date	Presentations/Workshops/Ceremonies/Public Hearings	Consent/Action Items/Management Reports
4-Feb Regular Meeting 6:30 p.m.		Award of Construction Bid - M-1 Canal Water Main (Keith) (action) Resolution Allocating Transportation Impact Fees for Roadway Improvement Projects and Amending 2019-2020 Capital Improvement Project Budgets (Scott) (action)
18-Feb Regular Meeting 6:30 p.m.	Proclamation - March as Irish-American Heritage Month (Cynthia)	Reappointment of Pat Bentley and/or Scott Morgan or Appointment Otherwise of One or Two City Residents to West Melbourne Police Officers Pension Board of Trustees for Four Year Terms (Cynthia) (action) Fiscal Year 2018-2019 Comprehensive Annual Financial Report (Margi) (action)
3-Mar CRA Meeting 6:00 p.m.		CRA Annual Report (Christy) (CRA)
3-Mar Regular Meeting 6:30 p.m.	Proclamation - April as Water Conservation Month (Cynthia)	Council Receipt of Annual CRA Report (Christy) (consent)
17-Mar	No Council Meeting - Presidential Preference Primary Election	
7-Apr Workshop 5:30 p.m.	Workshop - Annual Update of City Council's Near-Term Strategic Priorities for Fiscal Year 2020-2021 Budget Development (Scott)	
7-Apr Regular Meeting 6:30 p.m.	Public Hearing - Possible Vacation of Entirety of Espanola Way West of Carolina Street Should Property Not Be Needed for Possible City Well Site or Partial Vacation Reserving Easement for Needed City Well Site (Christy)	Award of Construction Bid - Extension of Heritage Oaks and Doherty (Keith) (action)
21-Apr Regular Meeting 6:30 p.m.		Quarterly Statistical Report for Police Department (Rick) (mgmt reports) Second Quarter 2019-2020 Budget Status Report (Margi) (consent)
5-May Workshop 5:30 p.m.	Workshop - Strategic Priorities Refinement, Draft 2020-2021 Revenue Budget, Five Year Vehicle Replacement Plan Update, and Five Year Street Maintenance Plan Update (Scott)	
5-May Regular Meeting 6:30 p.m.		
19-May Regular Meeting 6:30 p.m.		

Six Month City Council Agenda Planning Calendar

Council Date	Presentations/Workshops/Ceremonies/Public Hearings	Consent/Action Items/Management Reports
2-Jun Workshop 5:30 p.m.	Workshop - Proposed Fiscal Year 2020-2021 Capital Improvement Projects (Scott)	
2-Jun Regular Meeting 6:30 p.m.		

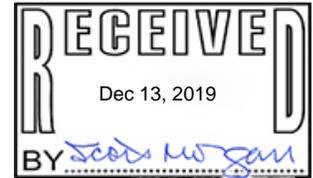
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Legal Department
Morris Richardson, City Attorney
City Hall
2240 Minton Road
West Melbourne, FL 32904
Phone: (321) 837-7772
Fax: (321) 768-2390
www.westmelbourne.org



To: Mayor Rose and Members of the City Council
Through: Scott Morgan, City Manager
From: Morris Richardson, City Attorney **MR**
Date: December 13, 2019
Subject: Friday Memo

The Legal Department Friday Memo provides news and information on legal issues affecting the City. If you have any questions regarding this report, please contact me.

When Is The Low Bid Not The Winning Bid?

Bidding for public construction contracts in Florida is governed by Florida Statutes § 255.20. Under this statute, cities, counties, and other political subdivisions of the state seeking to construct or improve a public building, structure, or other public construction works must competitively award projects estimated to cost over \$300,000 (\$250,000 for road or bridge projects) to appropriately licensed contractors.

The competitive bidding process typically involves public advertisement for the submission of sealed bids, the public opening of the bids, and the award of contracts to the *lowest responsive and responsible bidder*.¹ In most cases, the low bidder is awarded the contract. However, first the local government must determine that the bid submitted was responsive and the bidder responsible. While everyone understands what the term “low bid” means, many are unfamiliar with the responsive and responsible requirements.

A responsive bidder is one “that has submitted a bid, proposal, or reply that conforms in all material aspects to the solicitation.”² Seemingly insignificant clerical errors such as failing to sign the bid or include a specified form can be grounds for rejecting the entire bid. While a governmental entity may waive minor irregularities, it may not waive a material deviation. A material deviation is one which: (1) affects the price of the bid, (2) gives the bidder an advantage or benefit not enjoyed by other bidders, or (3) adversely impacts the interests of the procuring agency.³

For example, a bidder’s failure to include a list of subcontractors when specified by the bid solicitation is a material deviation that renders the bid unresponsive. The policy reasons behind requiring a list of subcontractors are to prevent competitive advantage, insure the quality of the subcontractors, and encourage future competition.⁴ “The unfair bidding advantage one contractor derives from the failure to list required subcontractors

¹ Florida Statutes § 255.20(1)(d)1. states that if public construction work “[i]s to be awarded based on price, the contract must be awarded to the lowest qualified and responsive bidder....”

² Florida Statutes § 255.248(7).

³ *Intercontinental Properties, Inc. v. State Dep’t of Health & Rehab. Servs.*, 606 So. 2d 380, 386 (Fla. Dist. Ct. App. 1992)

⁴ *E. M. Watkins & Co. v. Bd. of Regents*, 414 So. 2d 583, 587 (Fla. 1st DCA 1982).

is generally threefold: (1) it provides the precious few minutes which may be saved by failing to provide [the names of the subcontractors], (2) it allows the potential for speculation, by use of a phantom price and efforts to shop that item or trade until a subcontractor can be found at the speculative contract price, and (3) it permits a successful bidder to accept additional subcontractor bids after the bid opening, giving the opportunity for undercutting the low subcontractor on whom he relied in formulating his bid.”⁵

A responsible, or qualified, bidder is one “who has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance.”⁶ Even tightly drawn bidding specifications and surety bonds cannot adequately protect against the selection of a contractor later discovered to be irresponsible or that performs unsatisfactory work. What the public desires is a well-constructed work, for which a lawsuit against even a financially responsible defendant is a poor substitute.

Things that may cause a bidder to be determined irresponsible include: (1) financial inability to perform the contract; (2) poor ethics, integrity, or candor; (3) lack of qualification; (4) past history of non-performance; (5) previous bidder misconduct; and (6) past government contract terminations or debarment. For example, a bidder’s inability to demonstrate experience on similar projects when that experience was a requirement of the solicitation would render the bidder not responsible.

The statutory competitive bidding requirement “is not intended to restrict the rights of any local government to reject the low bid of a nonqualified or nonresponsive bidder and to award the contract to any other qualified and responsive bidder.”⁷ When a low bid is unresponsive, or the low bidder is not shown to be responsible, the contract should not be awarded to the low bidder.

Planning & Zoning Board

On Wednesday night, I attended the monthly meeting of the Planning & Zoning Board. The Board elected Chris Jaudon to serve as chair, and Jennifer Spagnoli as vice chair, for 2020. The Board unanimously voted in favor of a recommendation that the City Council extend the previously approved conceptual site plan for Grace Church on Minton Road, with a requirement that construction commence prior to June 11, 2021.

The Board also considered proposed Ordinance 2019-24, the Extraterritorial Transportation Facility Impact Ordinance, which will come before the City Council for first reading at Tuesday night’s meeting. The City has recently been faced with growth and development in other local government jurisdictions abutting West Melbourne. Growth in undeveloped portions of abutting jurisdictions can have a direct and substantial impact on existing infrastructure within West Melbourne.

Earlier this year, the City Council adopted a moratorium on development approvals that would allow extrajurisdictional roads to be connected to roads within the City. The City

⁵ *Id.*

⁶ *Am. Eng’g & Dev. Corp. v. Town of Highland Beach*, 20 So. 3d 1000, 1000 (Fla. 4th DCA 2009).

⁷ Florida Statutes § 255.20(1)(d)1.

Council directed that an ordinance be prepared to address the impacts of such connections when made to serve extrajurisdictional development.

The City of West Melbourne is charged with establishing responsible policies for the growth and development of the City. Proposed extrajurisdictional road connections plainly implicate a number of those policies set forth within the City's Comprehensive Plan, including, but not limited to, those described below.

The Intergovernmental Coordination Element of the Comprehensive Plan provides the basis for establishing and executing interlocal planning and public service partnerships which are essential to enable the City to coordinate land development efforts and provide efficient, effective, and fiscally sound public services, including transportation.

The Capital Improvements Element of the Comprehensive Plan provides that the City will deliver a highly valued, well-managed, and fiscally responsible infrastructure system based upon adopted levels of service (LOS) for public facilities. Future development will be required to pay a proportionate share of facility improvement and maintenance costs needed to maintain LOS standards. The City will only issue development orders when the City has determined that the adopted LOS standards for public facilities will be maintained.

The Transportation Element of the Comprehensive Plan provides that private developers shall pay for the impacts caused to the City's transportation infrastructure system.

Ordinance 2019-24 would amend the City's land development regulations to address the traffic impacts that occur when extrajurisdictional roads are connected to West Melbourne roads in order to serve extrajurisdictional development.

Ordinance 2019-24 requires developers to seek the approval of the City Council in the form of a road connection permit prior to connecting an extrajurisdictional road to a West Melbourne road. The application must contain a traffic study. The proposed connection must be consistent with the transportation element, capital improvements element, land use element, intergovernmental coordination element, and all other applicable elements of the West Melbourne comprehensive plan.

The applicant must demonstrate that the West Melbourne roads impacted by extrajurisdictional development will meet or exceed the minimum LOS standards provided for in the City's transportation concurrency management program once connected to an extrajurisdictional road. If not, the applicant must establish that the minimum LOS can be met by adequate planned public transportation facilities already under construction or scheduled for construction, or to be constructed by the applicant or the local government in which the extrajurisdictional development is proposed.

Where proposed extrajurisdictional development would adversely impact traffic on a specific West Melbourne road to which the development will be directly connected, mitigation by means other than construction or expansion of city traffic facilities may be required by the City Council. Such mitigation may include the provision of one or more reasonable alternate points of ingress and egress from the extrajurisdictional

development to an arterial or collector road located within the boundaries of the jurisdiction in which the extrajurisdictional development is located.

The Planning and Zoning Board unanimously recommended approval of the ordinance with two suggested revisions. First, the Board suggested that Section 5.e. of the ordinance be revised to either (1) provide for objective criteria establishing that a development will have minimal or no impact, thus allowing the City Manager to waive certain requirements, or (2) strike Section 5.e. altogether. Second, the Board suggested that the procedures for considering an extrajurisdictional road connection should include a hearing before the Planning and Zoning Board, rather than going only to the City Council.

Charter Review Committee

On Thursday night, I attended the monthly meeting of the Charter Review Committee as it continues its decennial survey of the City Charter. The Committee proposed changes to the manner in which a vacancy in the office of mayor is filled. The Committee also proposed a revision clarifying that the police chief is to be appointed solely on the basis of education and experience in the accepted competencies and practices of law enforcement agency management, and must be certified by the Florida Department of Law Enforcement within twelve months of appointment.

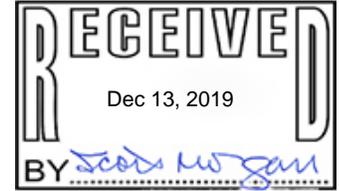
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Building Department
Tom Forbes, Building
Official
City Hall
2240 Minton Road
West Melbourne, FL 32904
Phone: (321) 837-7776
Fax: (321) 952-9542
www.westmelbourne.org



To: Scott Morgan, City Manager

From: Thomas Forbes, Building Official

Date: December 13, 2019

Friday Memo / Building Department

Weekly activity summary for the Building Department

Building:

There were three building permits issued for new single family residences and a total of 73 permits issued this period.

Commercial Project Update:

The following commercial projects have had permits issued and are in various stages of construction:

- Promise in Brevard Bakery & Café, 3000 Minton Road (West Melbourne Community Park), 7,100 sq. ft. new construction.
- West Melbourne Police Station, 2290 Minton Road, 9,489 sq. ft. addition. (Addition completed, remodel is in progress.)
- Apollo Surgery Center, 375 W. New Haven Avenue, 9,150 sq. ft. (second floor), tenant build out.
- Aventine Apartments, 4515 Durham Drive, 379,594 sq. ft. new construction.
- Pineapple Daycare, 4125 Minton Road, 12,614 sq. ft. new construction.
- Dr. Priyanka, interior alteration of medical offices, 2,500 sq. ft.
- The Springs at Hibiscus, 288 unit apartment complex, 12 apartment buildings, clubhouse and ancillary buildings, total square footage 338,952.
- Carlton of West Melbourne, Hollywood Boulevard, 15-3 story apartment buildings, clubhouse and ancillary structures.
- Housman Aluminum, 7724 Matrix Way, 6,000 sq. ft. office/warehouse, new construction.
- The Oasis at West Melbourne Apartments, John Rodes Boulevard, 10-3 story apartment buildings, clubhouse and ancillary structures.
- Sprengergarten, 2825 Eber Road, new construction of a 5,624 sq. ft. events building and a 6,000 sq. ft. maintenance building.
- B & M Property Holdings, LLC, 7600 Technology Drive, 22,500 sq. ft. warehouse.
- Viet-Yumz, 2233 W. New Haven Avenue, interior build-out.
- Folklore Latino (restaurant), 2994 W. New Haven Avenue, 1,100 sq. ft. interior renovation.

- Publix, 2261 W. New Haven Avenue, interior renovation.
- Olive Garden, 2508 W. New Haven Avenue, interior renovation.
- YourLife of West Melbourne, NE corner of Minton Road and Heritage Oaks Boulevard, 60,000 sq. ft. new construction.
- Extended Stay America, 4450 Hollywood Boulevard, 53,857 sq. ft. hotel, new construction.
- Shannon Plaza, 149 Shannon Avenue, 8,908 sq. ft. new construction.

Building Inspections conducted from 12/09/19 to 12/13/19 totaled 255

New Permit applications received from 12/09/19 to 12/13/19 totaled 61

- 2 new single family residence permits.

Status of Commercial projects submitted for review:

- City of West Melbourne Maintenance building addition, permits ready to issue.
- Cloud Nine Smokeshop, 350 S. Wickham Road, interior renovation, review complete, awaiting revised plans.
- Audi Display Tower, 2260 Coastal Lane, 403 sq. ft., 3 story structure, permit ready to issue pending approved site plan.
- IHOP, 855 Palm Bay Road, 4,974 sq. ft. interior build-out of new restaurant, revised plans submitted.
- Extended Stay America, Coastal Commerce Center, 53,857 sq. ft. 4 story hotel, 2nd review complete, awaiting revised plans.
- Design of the Times (florist shop), 2394 Minton Road, 3,959 sq. ft. new construction, review complete, awaiting revised plans.
- Hammond's Kitchen, 7705 Matrix Way, 9,000 sq. ft. new construction, review complete, awaiting revised plans.
- Palm Crossings Plaza, 145 Palm Bay Road, 2,133 sq. ft. new construction, review complete, awaiting revised plans.
- FP&L storm shelter, 9001 Ellis Road, 1,056 sq. ft. new construction, permits ready to issue.
- Cilantro Express, 725-B S. Wickham Road, 1,250 sq. ft. interior renovation, review complete, awaiting revised plans.
- Crunch Fitness, 1275 W. New Haven Avenue (old Toys-R-Us), 45,000 sq. ft. interior renovation, plans submitted, review underway.
- Tru Hotel by Hilton, W. New Haven Avenue, 45,611 sq. ft. new construction, plans submitted.
- RaceTrac, 465 S. Wickham Road, 5,411 sq. ft. new construction, plans submitted.

Code Enforcement:

The next Code Enforcement Board meeting will be January 16, 2020 at 5:30 p.m.

There were a total of 39 illegal signs removed from the right of way during the past week.

There were a total of three new code enforcement cases opened this week; additionally eight existing cases were closed this past week in compliance.

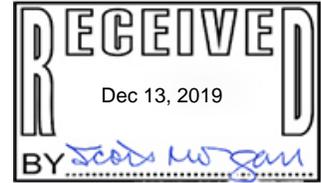
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City of West Melbourne
HUMAN RESOURCES
2240 Minton Road
West Melbourne, FL 32904
Phone: (321) 313-0363
Fax: (321) 674-5733
www.westmelbourne.org
kgale@westmelbourne.org



TO: Scott Morgan, City Manager
FROM: Kimberly Gale, Human Resources Director
DATE: December 13, 2019
RE: Friday Memo

The Human Resources Department Friday Memo is intended to provide information and updates on related items that affect the City. If you have any questions regarding this information, please contact me.

Recruitment

Conditional offers of employment have been extended to candidates for the positions of Recreation Worker and Maintenance Worker in the Parks and Recreation Department. These candidates have cleared pre-employment testing, and start dates will be determined today.

A total of fifteen interviews were conducted this week for the Customer Service Representative position in the Finance Department. A conditional offer of employment was extended to the finalist this morning.

The Equipment Operator position was posted internally this week. To date, we have received two internal applications for promotional consideration.

Recruitment will remain continuous for both the Police Officer and School Resource Officer positions.

Mayors' Fitness Challenge

Registration for the 2020 Mayors' Fitness Challenge is now open!

Please join Mayor Rose and Team West Melbourne in earning the title of "most fit City"! Participation is simple – get moving & log your minutes of physical activity through a weekly system generated email. Assistance in reporting weekly minutes is available through the Human Resources office if needed.

The 8-week challenge begins February 1 and ends March 27. The award for “most fit City” will be presented on April 18 at Wickham Park.

Team West Melbourne will be holding periodic events as well as our annual Walk with the Mayor. Stay tuned for details!

Participants who register before January 1, 2020 will be entered into a raffle to win \$50 gift card. If you wish to receive a team t-shirt, please make sure you register before January 8, 2020!

Register at: www.uwbrevard.org

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Public Works Department
Mark Piccirillo, Public Works
Director
Public Works Facility
1415 Henry Avenue
West Melbourne, FL 32904
Phone: (321) 727-3710
Fax: (321) 952-0924
www.westmelbourne.org



To: Scott Morgan, City Manager
From: Mark Piccirillo, Director of Public Works
Date: December 13, 2019
Subject: This Week in Public Works

The Public Works Department employees participated in a training class presented by Brevard County Natural Resources Management Department and Environmental Protection. The training was conducted in the Public Works Conference Room, to discuss Hazardous Materials Storage and Disposal, Stormwater Program updates, along with Remediation and Compliance Program reviews for Public Works.

The Public Works Streets and Drainage Department would like to congratulate and thank Bob Baker for over 30 years of dedicated service to the City as he retired this week. Bob worked in the Streets and Drainage side of the department during his time with the City. The City will miss his knowledge of the storm drain systems throughout the City that he observed being installed, and worked on for many years. We wish Bob all the best in his retirement and his future endeavors.



The Public Works Streets and Drainage Department repaired a wash out located along Henry Avenue, in the area of Antrim Gardens Court where it leads into the Melbourne-Tillman Canal. The wash out started at the edge of pavement where the run-off is located. It was repaired with concrete, making the run-off less intrusive from the water running off the road to the canal. The canal bank was also restored with material.



The Public Works Streets and Drainage Department conducted canal maintenance this week with the Menzi. They started working in the C-8 canal located at the end of Fell Road, then moved into the C-4 canal located on Hollywood Boulevard.



The Public Works Streets and Drainage Department worked together with Jacobs to rescue a dog that was stranded in the Public Works retention pond located on the Wastewater Treatment Facilities property. The dog was observed sitting in the pond, and appeared to be exhausted from trying to get out. The rubber liner that lines the pond made it slippery and impossible for the dog to get out on his own. Don Hoover of Jacobs, was harnessed and lowered to the pond's edge by Public Works employees Don Gagam, John Marsden, and Login Davis where he was able to reach the dog and pull him out. The dog was lethargic and shaking from sitting in the pond for an unknown amount of time. Brevard County Animal Control was contacted and obtained possession of the dog for treatment, and attempt to locate the owner.



The Public Works Water Department completed 281 work orders this week, and serviced and painted two fire hydrants. They started the 4th quarter flushing program, which involves fire hydrants throughout the City to be flushed to ensure the quality of the potable water. They continued with the meter maintenance program and are now working in the Preserves at Heritage Oaks subdivision. As of this date, 63 old meters have been replaced with new meters. They also installed a new style of valve delineators along the M-1 Canal that will help the department locate valves along the canal bank easier.



Congratulations to Water Distribution Worker Matthew Wrasmann for successfully passing his Florida Department of Environmental Protection Water Distribution System Level 3 test last Friday.



The Sewer Department Jacobs completed 224 work orders and six sewer inspections this week. They performed preventive maintenance in the City on the #1 air release valve for the Laila Park force main, the #2 ARV for the Laila force main, the I-95 ARV on the force main located on Henry Avenue, the I-95 #9 ARV force main, and the #3 ARV for the Palm Crossing force main.

Gene Honeycutt, of FDEP Underground Injection Control Department in Tallahassee, was on-site to review the plant's monthly sampling procedures and daily operations.



The 10-inch collapsed gravity main located on Park Hill Boulevard has been repaired. The City contacted Don Luchetti Construction to repair this collapsed section of pipe. The old clay section of pipe was cut out and replaced with new PVC 10-inch pipe. The repair has been completed, and no service was interrupted during this repair.



The new grease trap being installed for a new Asian restaurant located in the Publix Plaza on U.S. 192 was inspected.



The preparations on the headworks structure at the plant for the new odor control scrubber system that is forecasted to be delivered in January 2020 began this week. The new odor control scrubber is being constructed by the City's contractor Evoqua Water Technologies. A drainage pipe had to be installed for the scrubber's operations as one of the requirements.

