

## City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: May 28, 2010

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly meeting with City Attorney
- Weekly staff meeting with Directors
- Budget meeting with Assistant City Manager, Finance Director and Fleet Operations Manager.
- Meeting with Assistant City Manager and Neighborhood Improvement Manager regarding issues on 1522 Oak Forest Drive
- Weekly meeting with Human Resources Director
- Bi-weekly meeting with Acting Police Chief

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Attended United Way Board of Directors meeting
- Webinar on Evaluating the Health of Your Community
- Completed annual plan and credential manager update for International City/County Management Association (ICMA)
- Attended Commissioner Gillooly, Zone 1, Town Hall Budget Meeting
- Attended Volusia County Managers meeting
- Participated in Council on Aging Big Wheels Deliver Meals
- United Way Webinar on Duties of Governing Boards
- Attended Volusia League of Cities annual awards banquet
- Attended EVRWA meeting

2. Community Development: **Page 1**

- Staff met with representatives of Hunter's Ridge, FDOT, and VC regarding the transportation prop share mitigation plan and cost percentages. The Prop Share amount to include the pipeline improvements by phase will require finalization by June 16<sup>th</sup>. **Page 1**
- Staff also had a telephone conference with Hunter's Ridge DRI Representative and Linda Shelly regarding the proposed course of action that is required from Hunter's Ridge and Ormond Beach regarding the DRI DO. Ms. Shelly indicated there were four options available to accomplish the land exchange. **Page 2**

3. Economic Development: **Page 2**

**Ormond Crossings**

- Staff transmitted the approved CRA documents to County staff in March and followed up with a meeting on May 19 to discuss the updated CRA plans. Staff has prepared and transmitted additional material that will be distribute to the council members prior to the Council meeting on June 17.

4. Airport: **Page 3**

5. Finance: **Page 4**

- Staff completed a preliminary CIP budget.

- Staff is working on transparency issues to have financial information posted to the City's web page.

6. Fire Service: **Page 5**

- Volusia County's Sheriff's office, in conjunction with Medical Director Dr. Springer, have developed protocols for a test of a modified response levels for Emergency Medical Dispatch for a limited number of non-emergency calls. The test response will be done **in four non-emergency categories**. Dispatch will undertake the deployment of the new response mode for these 4 non-emergency areas on June 1<sup>st</sup> and evaluate the efficacy of the program. They will report back to the fire chiefs and managers in 90-120 days, at which time the program may be modified and/or expanded to include other non-emergency categories.

Not all cities have indicated a willingness to participate in the modified response level, however, as we have discussed with the Commission in February, Ormond Beach will pursue the modified response level. Please note: I've authorized staff that they may "override" the recommended response mode if their expertise and experience leads them to believe the call might be something more. However, if Staff overrides the recommended response, **then they must document that incident and provide information for the reasons they chose to override and the disposition of the situation**. Therefore, we can evaluate if our overrides are valid and perhaps provide greater information to Dispatch for recommended response mode adjustments. **Page 6**

7. Human Resources **Page 6**

8. Information Technology: **Page 8**

9. Leisure Services: **Page 8**

- Athletics Maintenance. **Page 9**
- Future Events at PAC. **Page 10**
- Facilities Maintenance. **Page 11**
- Parks and Irrigation. **Page 11**

10. Police: **Page 12**

- Police Department Property Evidence Inventory Audit on-going. Drugs and weapons lockers have been mostly completed, and unneeded evidence has been appropriately disposed of. Cash inventory is on going. Barring any additional evidence from the general evidence inventory, drugs and weapon inventory should be soon closed out. General evidence inventory has started and should be completed in 3-4 weeks. Once that is completed a report will be compiled.
- Community Services & Animal Control. **Page 12**
- Criminal Investigations/Records. **Page 12**
- Operations – Summary of specific crimes. **Page 13**  
**05/20/10** Theft – retail – Big Lots – Anonymous tip that two male subjects had stolen over \$200 worth of merchandise from Rivergate Big Lots. Tipster stated he did not believe Big Lots was aware of theft. Suspects were stopped on S. Orchard St. and a consensual search conducted. 25 new CDs were discovered in one of the subject's back pack. One of the CD's had Big Lots price tag. Security video showed one of the subjects stuffing CD's into his back pack and leaving the store without paying. Both subjects arrested for retail theft.
- Neighborhood Improvement. **Page 15**

11. Engineering: **Page 15**

Major Projects Updates:

- US1 Forcemain Extension Phase II- Prepared materials for legal meeting regarding completing the project. Meeting conducted with City legal representatives and contractor and

- insurance company legal staff. We remain hopeful that the situation can be amicable resolved and work can soon resume on this project. **Page 15**
- **Downtown Improvements** – Staff installed the new furnishings from John Anderson Drive to A1A. **Page 15**
  - **Granada Beach Approach** – The project is 98% complete and the ramp is open. All punchlist items have been completed except for the installation of the “Beach Access” signs and weathervanes. Both items were shipped on 5/20/10. **Page 15**
  - **Ormond Beach Sports Complex Press Box** – The contractor submitted preliminary building plans that have been reviewed with minor comments. A preconstruction meeting will be held and the contractor will begin preparation for the installation of the pre-fabricated structure. **Page 16**
  - **EVRWA Nova Canal Flood Control Study** – Coordinated scope modifications to expand the number of outfalls and improve conveyance channels. Commission has been informed of this modification. Results of the updated study are forthcoming and meeting with EVWRA is scheduled for Friday, May 28, 2010. **Page 16**
  - **Hand Ave. Collector Road Upgrade** – The SJRWMD permit was received for Hand Avenue. The request by the City Commission to include the lake interconnect and bridge across Hand Avenue will require a permit modification once the permit originally submitted for Hand Avenue is approved. FEMA has approved increasing the HMGP grant to 75%/25% which will increase the grant by approximately \$1.0 million and they are reviewing additional work components from the May Study Report Phase 1 projects to also include in the grant. **Page 16**
12. Environmental Management Division: **Page 17**
- Asphalt/Concrete. **Page 17**
  - Tree Crew. **Page 18**
  - Street/Stormwater Maintenance. **Page 18**
  - Street Sweeping. **Page 18**
13. Fleet Operations: **Page 19**
14. Utilities: **Page 19**
- The City of Ormond Beach Utilities Division will temporarily modify the disinfectant used for the City’s potable (drinking) water system. From June 1 through June 30, 2010, water disinfection will be performed with free chlorine (a stronger disinfectant) rather than chloramines (a longer-lasting disinfectant comprised of combined chlorine-ammonia). This temporary disinfectant conversion, in conjunction with a coordinated flushing exercise, is a common practice for enhancing the effectiveness and reliability of disinfection in water distribution systems and is recommended by the Department of Environmental Protection for water utilities using chloramines as their primary disinfectant. Normal use of the chloramines disinfectant will resume upon completion.
- During this period, customers may experience a slight increase in the taste and odor of chlorine. Customers may also experience fluctuations in normal water pressure and/or color as a result of flushing activities scheduled near the beginning and end of this referenced period. Page 21**