

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: July 23, 2010

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Met with Assistant City Manager, Finance Director and Leisure Services Director on sports complex tee-ball fields
- Quarterly staff meeting with Directors and Division Managers
- Weekly meeting with Human Resources Director
- Bi-weekly meeting with Police Chief
- Weekly budget meeting with Finance Director

Spoke to, attended and/or met with:

- Rotary meeting
- City Commission Budget Workshop
- City Commission Meeting
- Alliance for Innovation meeting on services/resources available to city governments
- Team Volusia EDC meeting
- Webinar on Navigating FEMA's Public Assistance Process
- Along with Commissioner Kent, met with Mike Coffin, Director and Jim Ryan Deputy Director, of Volusia County's Public Protection on beach patrol issues.

2. Community Development: **Page 1**

- Planning and Engineering met with Hall Construction regarding staff comments concerning the initial design of the joint permit counter. **Page 1**
- Staff met with Palm Coast Holdings at their offices regarding the PMUD rezoning application which is required to be submitted by August 16th according to the Development Agreement. **Page 1**
- Preparations are underway to prepare a study boundary and profile of the US 1 corridor from Wilmette to the southern city line. Plans are to integrate into the redevelopment plan for US1 the multi-modal strategies articulated in the Comp Plan along with the typical requirements for FS163 Part III. **Page 2**
- The final transit and non-motorized fee methodology has been completed. Staff awaits DCA on the multi-modal strategy itself. The VTPO has established a multi-modal mobility subcommittee which will meet for the second time on August 11th. Part of the discussions will include a Development of Cost Comparison Model between road and transit. **Page 2**
- Work on Gordon Whitley's home continues with no significant issues by neighbors. The last inquiry by a neighbor concerned the "holes" in the side foundation walls and clarification that the holes would not be used to direct flood waters onto adjacent properties. The house has been elevated and the work crews are now working on the walls which now form the ground floor. **Page 2**

3. Economic Development: **Page 2**
Ormond Crossings

- Staff is preparing a CRA Trust Fund resolution for the Commission to review in August.
 - Staff met with Tomoka Holdings to discuss the plans and procedures for the zoning and platting of the property with a goal of mid-August submittal to the Planning Department.
4. Airport: **Page 3**
- Staff continues to work with the City Attorney to refine and submit a resolution to approve the execution of an amendment to the current PSA between the City and Hoyle, Tanner & Associates, Inc., regarding design services related to the relocation of Taxiway "A," and the renovation of Taxiway "C" at the Ormond Beach Municipal Airport. This matter is currently on the August 17th City Commission agenda. **Page 4**
 - Pace Analytical is moving ahead with a 2,500 square foot addition to their office/lab space that will accommodate an increase in employment. Pace Analytical acquired Elab Corporation in 2008. Staff is preparing a request for local and state incentives for the company once the company provided the relevant information. **Page 3**
 - The 24 hour self-service fuel farm operated by EASA (formerly Ormond Beach Aviation) continues to be incapable of delivering "Jet A" fuel. Recent reports suggest that standard AvGas service may also be impaired. Representatives of EASA are not able to provide staff with an estimate of when proper fuel service will be restored. Sunrise Aviation is thus the only FBO at the airport able to supply "Jet A" fuel, and only during their regular business hours. Staff has taken steps required to issue a NOTAM (notice to airmen) regarding the limited availability of "Jet A" fuel at the airport. **Page 4**
5. Finance: **Page 4**
6. Fire Service: **Page 5**
7. Human Resources **Page 7**
8. Information Technology: **Page 8**
9. Leisure Services: **Page 9**
- Athletics Maintenance. **Page 10**
 - Future Events at PAC. **Page 11**
 - Facilities Maintenance. **Page 12**
 - Parks and Irrigation. **Page 13**
10. Police: **Page 13**
- Community Services & Animal Control. **Page 13**
 - Criminal Investigations/Records. **Page 14**
 - Operations – Summary of specific crimes. **Page 14**
 - Neighborhood Improvement. **Page 16**
11. Engineering: **Page 16**
- US1 Forcemain Extension Phase II - A temporary lane was constructed on the inside southbound shoulder so that barrier walls can be shifted further to the east, for additional room to perform roadway repairs.
 - Rima Ridge Wells 54, 55 & 56 - Building permit issues were cleared up with Volusia County. Permit to relocate gopher tortoises is pending on approval letter from the Department of Forestry.

- US1 and SR40 Palm Transplanting – The palms are scheduled to be cut back and cleaned up in preparation of transplanting next week. A site meeting is set for next Wednesday with FDOT to determine Maintenance of Traffic.
12. Environmental Management Division: **Page 19**
- Asphalt/Concrete. **Page 19**
 - Tree Crew. **Page 19**
 - Street/Stormwater Maintenance. **Page 20**
 - Street Sweeping. **Page 20**
13. Fleet Operations: **Page 20**
14. Utilities: **Page 21**
- Preparing responses to request for additional information correspondence received from the SJRWMD review of the City's Consumptive Use Permit (CUP) Compliance Report submittal. Forwarded information concerning service area designations to Planning Department requesting mapping and agreement assistance with the information request.
 - Root Control Services – The contract award recommendation to Municipal Sales is scheduled on the 8/4/10 City Commission agenda. The company has been asked to provide verification of registration in the State of Florida.
 - State Road 5 at State Road 40 (US1 & Granada) - A meeting is scheduled with FDOT to determine the amount of sidewalk replacement they will require to finish the project. The contractor requested an inspection for final completion.