

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: August 6, 2010

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly staff meeting with Directors
- Weekly meeting with City Attorney
- Reviewed Evanston, IL, budget for Government Finance Officers Association
- Weekly budget discussion with Finance Director
- Met with Labor Attorney and HR Director on IAFF Contract Issues
- Bi-weekly meeting with Police Chief

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Met with Teresa Rogers, YMCA, discussed their strategic plan
- Attended National Night Out
- Met with Larry Volenec, FPL, on tree trimming concerns
- Attended Team Volusia organizational meeting
- Met with Planning Director and Audrey Parente, reporter for the News-Journal on the subject of signs
- Attended Volusia County Economic Development quarterly breakfast meeting
- Attended VCARD's The Perfect Storm for Development

2. Community Development: **Page 1**

- Staff has requested of James Stansbury a meeting at DCA to discuss the non-compliance determination of our Comp Plan and what their expectations are to gain a compliance determination. Depending on what transpires at the DCA meeting that will also be attended by DCA counsel, staff will either recommend entering into a Compliance Agreement for the multi-modal strategy OR administrative hearings in lieu of the Compliance Agreement. Staff has indicated to DCA that for the City to submit remedial amendments, there needs to be a reasonable understanding between the parties of what the City can deliver given the institutional capability, capacity, and legislative limitations and what DCA is expecting in order to find the City in compliance.
- Drafted City staff and Main Street's recommendations on issues regarding updating the Downtown Plan, the PIGP revisions, and a new activity Main Street would like to develop which is a TIF increment reimbursement program to spur larger redevelopment projects that the PIGP does not generate. This is scheduled for a discussion item at the City Commission meeting on 8.16.10. **Page 2**
- Staff has begun research on a citywide property maintenance code for residential and non-residential structures and associated parcels on which they are located and will bring it forward to the Commission as a discussion item at some future date.

Page 2

- SPRC conducted a second review of the Olive Grove 88 unit multi-family development on SR40. The project is scheduled to go to the Planning Board for an amendment of its PBD. **Page 2**
3. Economic Development: **Page 2**
Ormond Crossings
- Staff is preparing a CRA Trust Fund resolution for the Commission to review in August or September.
 - 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.
- Airport Business Park
- Pace Analytical is moving ahead with a 4,000 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 provides the relevant information.
4. Airport: **Page 3**
- Staff conducted a site visit to the airport and air traffic control facility for representatives of Advanced Cabling Solutions, Inc. and Express Supply, Inc., who last week provided a demonstration of their latest security surveillance systems in a meeting with representatives of Engineering, Public Works, and IT. Information derived from the site visit will be used by Express Supply to craft a proposal to install an airport surveillance system, which will be evaluated in comparison with a similar proposal from ADT Security Services.
 - Staff continues to work with representatives of ADT Security Services regarding a proposal to provide security surveillance technology at the airport. This will also assist with surveillance at Sports Complex.
 - Staff prepared and submitted to FDOT a request to extend the expiration date of the current JPA being used to fund the cost of security upgrades at the airport. This JPA is scheduled to expire on October 1, 2010. Staff has requested an extension to February 1, 2011, in order that the City may have the fullest opportunity to evaluate vendor proposals to install security surveillance systems at the airport.
 - Staff continued to work with the City Attorney to address the issue of illegal maintenance work at the airport. The City Attorney has prepared a letter to be sent to the subject individuals, outlining specific violations of the city code and specifying remedies available to the city, including law enforcement action. **Page 4**
5. Finance: **Page 4**
- Preparation for fiscal year end and annual audit.
6. Fire Service: **Page 5**
Significant Incidents
- Tuesday, July 27th, Structure Fire, 10 Essex Dr.
Dispatch Time: 7:06 AM
Cleared Time: 9:00 AM
Jurisdiction: Volusia County
Units on Scene: Ormond Beach: Quint 91, Rescue Engine 93, Engine 92, Battalion 90, Volusia County Fire: 2 Units
Incident Description: Dispatched to smoke coming from a residence. Upon arrival the crews found the residence fully filled with smoke and had flames in a rear bedroom. During extinguishment a body was found and removed from the residence. Crews completed ventilation and clean-up of residence. Scene is being investigated by Volusia County Fire, Volusia County Sheriff's office, and State Fire Marshall.

- Thursday, July 29th, Structure Fire, 15 Essex Dr.
Dispatch Time: 4:00 AM
Cleared Time: 4:19 AM
Jurisdiction: Volusia County
Units on Scene: Ormond Beach: Quint 91, Quint 92, Rescue Engine 93, Battalion 90, Volusia County Fire: 1 Unit
Incident Description: Provided automatic aid to Volusia County for a possible structure fire with explosion. Call was across the street from fatal house fire 2 days prior. Upon arrival found an explosive device detonated in the roadway. The Volusia County Sheriff's Office is investigating. This was the second fire call on the N. Peninsula at that time.

7. Human Resources **Page 6**

8. Information Technology: **Page 7**

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**

- Community Services & Animal Control. **Page 12**
- Criminal Investigations/Records. **Pages 12/13**
Comments:
Investigators have charged 4 juveniles with approximately 15 car burglaries where approximately \$10,000.00 worth of property was stolen. The majority of the property has been recovered, identified by the owners and returned. 120 total charges have been filed against the four juveniles. The subjects appear to be responsible for several other burglaries outside the city and more charges are pending by outside agencies.
- Operations – Summary of specific crimes. **Page 13**
- Neighborhood Improvement. **Page 15**

11. Engineering: **Page 15**

- US1 Forcemain Extension Phase II - Prepared application to construct PWS for a section of watermain to be replaced as part of the overall project repair work. The contractor completed constructing the temporary lane which will be utilized while the roadway repairs are underway.
- Rima Ridge Wells 54, 55 & 56 - Application completed for gopher tortoise relocation. Relocation is expected to begin next week. Shop drawings for precast structure and electrical have been received.
- US1 and SR40 Palm Transplanting – 2 of the 3 palms were dug on 8/2 and moved on 8/3. The 3rd palm is scheduled to be dug on 8/9 and moved on 8/10.

12. Environmental Management Division: **Page 17**

- Asphalt/Concrete. **Page 17**
- Tree Crew. **Page 17**
- Street/Stormwater Maintenance. **Page 18**
- Street Sweeping. **Page 19**

13. Fleet Operations: **Page 19**

14. Utilities: **Page 19**

- Annual Chemical Bid – The project is presently advertised for bids with the City of Palm Coast for scheduled receipt of bids on August 12.
- Lift Station Repair and Replacement Project: The site plan is being reviewed by Volusia County. An executed work authorization was received from Consolidated to perform a boundary survey of the easement site as requested from Volusia County. The boundary survey was performed. FPL notification form letter forwarded to the contractor for signature. The contractor signed the form letter and sent it to FPL for processing. The project status was sent to the bonding company at their request.
Page 20