

## City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: September 10, 2010

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Met with Assistant City Manager, Finance Director, and HR Director to choose the employee of the quarter, Officers Greg Stokes and Lloyd Cornelius were selected.
- Worked with the City Attorney on water related issues
- Weekly staff meeting with Directors
- Strategy session on the beachfront property with Assistant City Manager, Finance Director, Leisure Services Director, Planning Director and City Engineer
- Met with Fire Chief on Fire Department issues
- Staff will be bringing forward a request to donate to Volusia County the City's old concrete planters (from the Downtown that are currently being replaced), to the County's artificial reef program.
- Weekly meeting with HR Director
- Monthly meeting with Risk Manager
- Weekly budget meeting with Assistant City Manager and Finance Director

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Attended Sign workshop
- Attended Pop Warner pep rally
- Attended Team Volusia meeting
- Attended Planning Board meeting
- Walk with the City Manager, three citizens attended, discussed form based code, code enforcement and non-native plants at Rockefeller

2. Community Development: **Page 1**

- SB 360 has been found to be unconstitutional by the District Court in Tallahassee. Staff, after speaking with Linda Shelly, will continue to process the necessary amendments to the Comp Plan since the City indicated prior to SB 360 in the EAR that the emphasis in the Transportation Element would be more on multi-modal options and better efficiency out of existing roadway systems. **Page 1**
- Related to SB 360 are the numerous extensions of Development Orders and Permits based upon this bill. The extensions approved by the Department indicated in each letter to the applicant that should SB 360 be found not valid, the SB360 extension date would also be invalid and only the expiration date of the City would be applicable. **Page 2**

3. Economic Development: **Page 2**

**Ormond Crossings**

- Staff continues reviewing and working with Tomoka Holdings regarding the Planned Mixed Use Development plans, which includes procedures for the zoning and platting of the property.

4. Airport: **Page 3**
  - Staff previously 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. Approval of this request has not yet been received, but is anticipated. **Page 4**
  - Staff apprised representatives of the Euro American School of Aviation (EASA) that their continued use of public ramp space adjacent to Taxiway "D" for tie-down and storage of non-operational aircraft constitutes a violation of Section 3.3-53 of the Code of Ordinances, and requested immediate action to rectify this violation. Other individuals or FBOs at the airport who may be engaged in similar activities will also receive notice. It is of particular importance that the ramp space adjacent to Taxiway "D" be cleared of EASA's long-term storage aircraft, as the airport will soon host certain elements of the U.S. Department of Defense and related agencies as part of a cooperative national security operation. In order to successfully perform this operation, these agencies must utilize the Taxiway "D" ramp area for staging of mission aircraft. **Page 4**
5. Finance: **Page 4**
  - Preparation for fiscal year end and annual audit.
  - Public hearings to adopt the FY 2010-11 budget.
  - Prepared advertisement for FY 2011-11 budget.
  - Finalized self audit of payroll taxes. Additional assessment is \$27,700.
6. Fire Service: **Page 5**
  - Met with Volusia County Medical Director and Volusia County Director of Emergency Medical Services regarding emergency medical dispatch. **Page 6**
7. Human Resources **Page 7**
  - Open Enrollment meetings are scheduled for the week of September 13<sup>th</sup> & open enrollment will end September 23<sup>rd</sup>.
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**
  - Community Services & Animal Control. **Page 12**
  - Criminal Investigations/Records. **Pages 12/13**
    - Several car burglaries and two residential burglaries have occurred recently in Zone 3 and 4. A suspect has been identified that resides on S. Washington St. Foot prints left at one of the burglary scenes have been matched to the suspect's shoes. Latent prints have been submitted for comparisons and charges are expected in the near future. **Page 13**
  - Operations – Summary of specific crimes. **Page 13**
  - Neighborhood Improvement. **Page 15**

11. Engineering: **Page 16**

- Downtown Street Tree Replacement- Staff is tagging the proposed trees before shipping. The contractor will begin removing the existing Bradford Pears near the end of September.
- City Hall Parking Lot Repairs- The contractor is scheduled to begin work the week of September 20<sup>th</sup>.

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

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

13. Fleet Operations: **Page 19**

14. Utilities: **Page 19**

- Breakaway Trails Irrigation System – Controls installation for activating optimizing the pond pump and the supplemental well settings for better managing the irrigation supply has been completed.
- State Road 5 at State Road 40 (US1 & Granada) - Power poles are being relocated by FPL. **Page 20**