

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: September 17, 2010

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meetings with City Attorney, HR Director and Fire Chief.
- Weekly staff meeting with department directors
- Bi-weekly meeting with Economic Development Director
- Weekly budget discussion with Assistant City Manager and Budget Director
- Claims committee meeting with City Attorney, Deputy City Attorney, Assistant City Manager, Finance Director, HR Director, Risk Manager, and Paralegal.

Spoke to, attended and/or met with:

- Attended Mayor's luncheon with County Chair Frank Bruno
- Attended presentation by the Civic League on Fire Services Consolidation
- County Council workshop on contingency transport issues
- Meeting with the Manager, two citizens attended
- United Way meeting on this year's campaign strategies
- Met with new County CRA Administrator Arlene Smith, Finance Director and Economic Development Director
- Met with Mike Bowen regarding the Magic Forest playground renovations
- Attended State of the City
- Attended City's Heartwalk Fundraiser Breakfast
- Attended Eggs & Issues hosted by the Daytona Chamber
- Attended Team Volusia Executive Search Committee meeting

2. Community Development: **Pages 1/2**

- The Planning Board conducted a public hearing on the Residential Parking Ordinance and the continued public hearing on the Downtown Overlay District Redevelopment Code aka Form Based Code. Both ordinances were approved but not without extensive review and public comment. The residential parking ordinance was recommended for approval with amendments to include: clarifying that the ordinance applies against vehicles licensed or unlicensed; and vehicle(s) that are parked for a period of 72 hours or less for occasional social gatherings (including but not limited to: weddings, family reunions, holidays, parties, etc.) that do not occur more than once a month was amended to 24 hours and 4 times a calendar year.

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- **The second workshop on electric message center signs has been set for September 28, 2010, at 6:00 pm.** Outstanding issues that remain include the zoning districts or roadway corridors most appropriate for such signs and what the criterion is which allows one parcel over another to have such a sign. **Page 2**
- The Department informed Mr. Strapp and Ms. Gologowski of Hunter's Ridge about the approval by SJRWMD of a permit modification to the Huntington Townhomes drainage plans. Since inclusion of yard drains in the bottom of a swale on the Huntington Townhomes property that will collect the runoff from the rear of the lots

adjacent to Canterbury Woods is the most important element of the modification plan, staff contacted the project engineer and the Flagler County Development Engineer. Staff will also schedule a kickoff meeting prior to beginning the construction of this modification even though Ormond Beach has no jurisdiction. While Flagler County will inspect this project, we will also have a City of Ormond Beach inspector at the construction site as well. **Page 2**

- RaceTrac received a Certificate of Occupancy on the 14th of September. **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.
 - Florida Production Engineering has purchased an injection molding plant in Canada and according to senior FPE management will have no negative impact upon the Florida operation. This is a positive initiative for the organization and a sign of confidence from both the customer base and the ownership. **Page 3**
 4. Airport: **Page 3**
 - Staff participated in the annual FDOT airport inspection this week. The airport passed inspection and will be issued a facility license renewal. **Page 4**
 5. Finance: **Page 4**
 - Public hearings to adopt the FY 2010-11 budget.
 - Prepared advertisement for FY 2010-11 budget.
 6. Fire Service: **Page 5**
 7. Human Resources **Page 6**
 - Open Enrollment – Meetings were held this week with representatives from Florida Health Care, BCBS Florida Combined Life, Humana, The Hartford and Brown and Brown conducting educational presentations for employees. The final meeting was held today in the City Commission Chambers for City Hall and Leisure Services employees and retirees.
 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**
 - Police Explorers are expecting *The Daytona Beach News-Journal* to attend their meeting next Tuesday night (9/21). The newspaper wishes to publish an article to educate the public about our program and discuss their performance during their summer conference.
 - Community Services & Animal Control. **Page 12**
 - Criminal Investigations/Records. **Pages 12/13**
 - Operations – Summary of specific crimes. **Page 13**
 - The suspect from the recent rash of zone 4 car burglaries has been identified from latent prints lifted from one of the crime scenes. Investigators are in the process of interrogating the suspect and he has confessed to numerous car

burglaries over the past month. Numerous charges/case clearances are expected.

- A subject responsible for several residential air conditioner thefts has been identified and charged. The subject was targeting vacant homes for sale and parting the units out for scrap metal.
- Neighborhood Improvement. **Page 15**

11. Engineering: **Page 15**

- South Ormond Neighborhood and Gymnastics Centers Improvements – New gym floor is being installed. Contractor is 80% complete with new ceiling installation.
- North US1 – Landscape Renovation – The contractor began work as scheduled by removing all the dead and / or damaged East Palatka Hollies and ornamental grasses to improve the appearance of the medians and simplify the overall median maintenance.
- City Hall Parking Lot Repairs- The contractor is scheduled to begin work towards the end of September.

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 18**

14. Utilities: **Page 18**

- State Road 5 at State Road 40 (US1 & Granada) - Power poles are being relocated by FPL. The City's work at this location is complete. **Page 19**
- SPRC – Reviewed the Industrial Use Survey for E-Lab expansion. No wastewater industrial pretreatment is required for this project. Attended the SPRC meeting to discuss the Bright Beginnings Site. Provided Utility Division comments to the Planning Department. **Page 19**