

## City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: November 5, 2010

---

1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly meeting with City Attorney
- Annual Performance Evaluations for Department Heads

Spoke to, attended and/or met with:

- FCCMA District 2 Training
- Team Volusia Meetings and Interviews

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

- The Department of Community Affairs Secretary signed the Stipulated Settlement Agreement with the City on the draft 2010-25 Comprehensive Plan as it relates to the city's multi-modal strategy and its financial feasibility. The agreement resolves the Finding of Non-Compliance and eliminates the need for Administrative Hearings in January 2011. Consequently, the Remedial Amendments to the Comprehensive Plan will be placed on the December 7, 2010, City Commission agenda for final action.

3. Economic Development: **Page 2/3**

Ormond Crossings

- Tomoka Holdings is preparing the revised PMUD and development standard material for staff review.

Airport Business Park

- Staff met with the management of Emergency Communication Networks (ECN), a high technology company in the Business Park, to finalize plans for constructing a conduit and fiber cable between their current facility, located at 7 Sunshine Boulevard and 1 Sunshine Boulevard, which ECN has under agreement to purchase and expand their business and create approximately 20 new high wage jobs. Staff will process the plan and application for the conduit project when it is filed.

Ormond Beach Chamber

- Staff is working with the Chamber and a local bank on the feasibility of formulating a business loan pool program.

Prospective Business Attraction/Retention/Expansion

- Staff participated with the surrounding community economic development practitioners on weekly conference calls with the Team Volusia Economic Development Corporation (TVEDC), and County staff to discuss potential business opportunities.

Special Economic Development Projects

- Team Volusia Economic Development Corporation (TVEDC) has selected 3 candidates to visit Volusia County for a series of meetings and tours on November 4. Staff met with CEO candidates, which included a tour of Ormond Beach.

4. Airport: **Page 3**
  - Staff contacted airport tenants, users, and all of the local flight schools this week in an effort to reinforce awareness of our voluntary noise abatement procedures.
  - Staff has been apprised that a keypad unit on the airport Automated Weather Observation Station (AWOS) has malfunctioned and must be replaced. A rebuilt unit is on order, and will be installed in concert with other scheduled work at the ATC tower in order to minimize costs.
  - Staff has posted the latest airport traffic counts on the City website. Annual traffic is down 31,800 operations as of October 31, 2010. This represents a reduction of 24% over last year.
5. Finance: **Page 3/4**
6. Fire Service: **Page 4/5**
7. Human Resources **Page 5**
8. Information Technology: **Page 6/7**
9. Leisure Services: **Page 7**
  - Athletics Maintenance. **Page 8**
  - Future Events at PAC. **Page 9**
  - Parks and Irrigation. **Pages 11**
  - Facilities Maintenance. **Page 11**
10. Police: **Page 11**
  - Community Services & Animal Control. **Page 12**
  - Criminal Investigations/Records. **Pages 12**
  - Operations – Summary of specific crimes. **Page 12/13**
  - Neighborhood Improvement. **Page 14**
11. Engineering: **Page 14**
  - Water Treatment Plant Dist. System Phase II- Pre-construction meeting was held. Notice to Proceed was issued for November 8, 2010. **Page 14**
  - 2010 Roadway Resurfacing- Ridgewood Ave was milled and resurfaced. Kenilworth Ave (partial paved- needs a sewer lateral replaced), Old Kings and Fleming Ave were milled and scheduled for resurfacing Tuesday, November 2, 2010. **Page 14**
  - Wastewater Treatment Plant Expansion and Rehabilitation – Contractor has mobilized to the site and has been issued all required building permits. A Preconstruction meeting was held with the Building Department. **Page 15**
12. Environmental Management Division: **Page 16**
  - Asphalt/Concrete. **Page 16**
  - Tree Crew. **Page 16**
  - Street/Stormwater Maintenance. **Page 16/17**
  - Street Sweeping. **Page 17**
13. Fleet Operations: **Page 17/18**
14. Utilities: **Page 18**
  - Prepared and forwarded response packages to the SJRWMD request for additional information (RIA) for review of the City's Consumptive Use Permit (CUP) Compliance Report submittal.

- Fire Hydrant Replacement Program – Three (3) hydrants were replaced on Arlington Way, Valencia and S. Halifax Ave. A request for proposal (RFP) to Nodarse for soils testing in paved areas is being processed.
- Lift Station Repair and Replacement Project. The doors and light remain to be installed at lift station 6M. Contractor is waiting for doors to be delivered. Dewatering system well points are set at the Lift Station OM site. Distributed meeting minutes to the attendees. A schedule for construction at the OM lift station site was received. The projected delivery time for the doors at Lift Station 6M is four weeks. A follow up meeting will be scheduled after the information is received. The construction contract has progressed beyond the time extension granted in the change order. The contractor was asked to provide documentation for the delays that caused the project to exceed the time extension.
- Town Square and Lift Station 4M1 Rehabilitation – All of the available information historic design information was obtained. Staff initializing design phase in house.
- Tymber Creek Road Phase 1 – Plans (100 % Design Phase) were received from Volusia County. A comparison is being made with our existing design to make sure that there are no new conflicts present.
- Attended Plans Review Meeting for Airport Road – An alternative piping arrangement is being investigated to provide reuse to Hunters Ridge and Breakaway Trails simultaneously.