

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: January 28, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Held weekly staff meeting with directors
- Conducted exit interview with Sgt. Corn who is retiring the end of this month.
- Held weekly meetings with HR Director and Police Chief
- Held bi-weekly meeting with Economic Development Director
- Met with Assistant City Manager and Utilities Manager on FL Congress Central Florida Regional Water Strategy.

Spoke to, attended and/or met with:

- Attended Ormond Beach Chamber Annual Banquet
- Attended the Civic League annual dinner meeting
- Attended the Native American Festival
- Met with City staff and several business owners on the US1 corridor regarding the code issues and corridor beautification.
- Attended Rotary meeting
- Attended United Way Board of Directors meeting
- Attended Team Volusia board meeting
- Attended Volusia County Managers meeting
- Attended Budget Advisory Board meeting
- Attended Ormond Beach Historical Society annual dinner meeting
- Met with City staff and Mark Burgess, CDM, regarding the water treatment plant.
- Attended Volusia League of Cities dinner meeting

2. Community Development: **Page 1**

- Staff met with Volusia County and Votran staffs regarding the City's multi-modal strategy and the mobility fees which replace Volusia County's impact fee assessments on development within the Transportation Concurrency Exception Areas. The City is to be invited along with Votran to a Volusia County executive staff meeting to discuss the mobility fee and its impact on the County's road program. Volusia County will need to make accommodations for the City's mobility fee authorization since state law required the City to adopt a mobility strategy and fund it.
- Staff reviewed the Efficient Transportation Decision Making (EDTM) screening tool of review agency determinations regarding Hand Avenue Extension regarding NEPA issues. There is a special meeting called by FDOT for February 14th to discuss and perhaps review the strategy of moving forward regarding Hand Avenue Extension RFP as a result of the review agency determination comments.

3. Economic Development: **Page 2**

Ormond Crossings

- Staff met with Tomoka Holdings and their consultants to discuss the draft Interchange Modification Report. Although a modified or new interchange is not

financially feasible as funds for such a project have not been identified, Tomoka Holdings will be providing the transportation consultants with an estimate of the value of the land for FDOT review.

- Staff is working with the Chamber and local banks to develop a Small Business Loan Pool to provide capital to new and existing Ormond Beach businesses. The program may also include a partnership with the Small Business Administration.
 - Staff continues working with Putnam State Bank and a prospective buyer of the Billy's Tap Room property regarding reopening and renovating the restaurant. Although staff worked with a potential buyer, the Bank has decided to pursue a lease with a company that owns and operates a restaurant in DeLand. Staff is arranging a meeting with the potential lessee to discuss the property improvement program and other issues in reopening Billy's Tap Room. **Page 3**
4. Airport: **Page 3**
- Staff has been advised that the Daytona Beach International Airport plans to close runway 7L-25R next week from 11:00 PM to 6:00 AM daily for the duration of the week, in order to facilitate construction of an instrument landing system. It is not anticipated that this temporary runway closure will increase traffic at the Ormond Beach Municipal Airport.
 - Staff has been advised that a company named Stratus Helicopters is proposing to conduct operations consisting of helicopter rides during "Bike Week" within the Class D airspace surrounding the Ormond Beach Municipal Airport, in a fashion similar to operations conducted last year. Staff has recommended that Stratus Helicopters send a representative to the air traffic control tower to arrange coordination of their operations with ongoing operations at the airport.
 - Staff met with economic development and airport managers from DeLand, New Smyrna Beach and Flagler to discuss economic development of general aviation airports. Staff will be providing the Commission with a report on the activities at neighboring airports.
 - Staff has posted the final airport traffic counts for 2010 on the City website. Annual traffic is down 31,985 operations as of December 31, 2010. This represents a reduction of 21% over the previous year.
5. Finance: **Page 4**
6. Fire Service: **Page 4**
7. Human Resources **Page 5**
- Scheduled to tour City of DeLand's Health Center and attend meeting to learn more about business model for employee health clinics on February 3rd and meeting with healthcare provider on same topic in New Smyrna Beach on February 4th.
8. Information Technology: **Page 7**
9. Leisure Services: **Page 7**
- Athletics Maintenance. **Page 8**
 - Future Events at PAC. **Page 9**
 - Parks and Irrigation. **Page 10**
 - Building Maintenance. **Page 10**
10. Police: **Page 11**
- Property and Evidence Room Audit and Inventory completed. Audit report is being finalized.

- Community Services & Animal Control. **Page 11**
- Criminal Investigations/Records. **Page 11**
- Operations – Summary of specific crimes. **Page 12**
- Neighborhood Improvement. **Page 14**

11. Engineering: **Page 14**

- US1 Forcemain Extension Phase II - Outside southbound lane closed for duration of watermain replacement, approximately six weeks. Shop drawings were reviewed, and schedule was coordinated with FDOT.
- 2010 Roadway Resurfacing - Project is 95% complete. Some tonnage under-run will make possible to pave additional roads which are being investigated by staff.
- City Hall Parking Lot Repairs - The contractor completed all three phases of the project as scheduled. The parking lot will be cleaned and the new parking stalls will be striped. **Page 15**

12. Environmental Management Division: **Page 16**

- Asphalt/Concrete. **Page 16**
- Tree Crew. **Page 16**
- Street/Stormwater Maintenance. **Page 17**
- Street Sweeping. **Page 18**

13. Fleet Operations: **Page 18**

14. Utilities: **Page 18**

- Cross Connection Control (CCC) Program Management Services: Awaiting feedback for submittal to VCHD requested survey of demographic information concerning City's CCC program. Responding to recent information request concerning program from Department of Health and performing repairs and upgrades per inspection report outstanding items.
- Airport Road Force Main Extension – plans nearing completion. Reviewing estimated cost proposal prepared by project design consultant for pipe upsize considerations for additional length along project to accommodate future irrigation configuration at Riverbend Golf Course. A meeting is scheduled at the end of the week to discuss outstanding issues with the design engineer.
- Fire Hydrant Replacement Program – Construction is complete. Thirty three hydrants were replaced and ten new in-line valves were installed. The final invoice was received for processing.
- Ormond Beach Wastewater Treatment Plant Expansion – Corrective measures identified in contract to eliminate partial clogging in the influent pipe to clarifiers is being discussed as for placing into contractors work effort sooner than originally intended. A preliminary cost proposal was provided by the Contractor for performing the obstruction removal at Clarifier #3 as required by the contract conditions for this allowance item of work. Clarifier one influent piping is being scheduled for video inspection. **Page 19**