

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: April 1, 2011

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly meetings with HR Director, and Finance Director
- Met with Legal, Planning, NID and Police to discuss short-term rental issues
- Biweekly meeting with Planning Director

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Attended United Way Board of Directors meeting
- Speaking engagement for the Veterans' and Businessmen's club, reviewed budget and what it's like to run a city
- FLC webinar on "Honest Services Fraud: Avoid Finding Your Picture in the Headlines"
- Attended Budget Advisory Board and Neighborhood Improvement Advisory Board meetings
- Participated in United Way Allocations Panel, visited PAL and Volusia/Flagler YMCA in west Volusia County

2. Community Development: **Page 1**

- Staff attended a meeting at Ormond Beach Middle School with Lassiter Transportation Group, Principal Carl Persis and Stephan Harris of the Transportation Planning Organization regarding a bike-pedestrian study being conducted for the middle school and surrounding neighborhood.

3. Economic Development: **Page 2**

**Ormond Crossings**

- Tomoka Holdings has transmitted their revised Master Development Plan in response to staff comments. A joint meeting will be arranged to discuss the plan. Staff is awaiting submission of the development design standards, which will be needed as part of the platting and zoning process.

**Prospective Business Attraction/Retention/Expansion**

- Staff arranged a business recruitment strategy session with Ormond Beach manufacturing CEOs. Mayor Kelley attended the meeting along with leaders of industry in the City to discuss the economic outlook and to identify companies that could be approached for recruitment to the City. A list of prospective companies and contact persons will be developed by the CEO's and pursued by the Economic Development Department. A follow up meeting will be scheduled in a few months.

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire Department: **Page 4**
7. Human Resources **Page 5**
8. Information Technology: **Page 7**
  - Notable Events: Began the process of implementing Cell Phone Stipend plan and migrating Type III users from City owned PDAs to personal accounts and devices. Consulting with users on options and alternatives to provide the best overall efficiency during and after the point of conversion.
9. Leisure Services: **Page 8**
  - Athletics Maintenance. **Page 8**
  - Future Events at PAC. **Page 9**
  - Parks and Irrigation. **Page 11**
  - Building Maintenance. **Page 11**
10. Police: **Page 12**
  - Community Services & Animal Control. **Page 12**
  - Criminal Investigations/Records. **Pages 12-13**
    - Narcotics
      - On Thursday, March 24<sup>th</sup>, Ormond Beach Investigators and the East Side Narcotics Task Force executed a narcotics search warrant in the area of Division Street and South Nova Road in Ormond Beach. The assistance of S.W.A.T. was utilized to make entry and secure the residence. Drugs, weapons and cash were seized during the execution of the warrant and three arrests were made.
    - Comments
      - Stealing copper from air-conditioning units has been an ongoing problem over the past two years throughout Florida. We have made several arrest of subjects identified as perpetrators of these crimes but others seem to take their place. Last week we had 20 businesses in the city targeted for the copper out of their units. Investigation continues.
  - Operations – Summary of specific crimes. **Page 13**
  - Neighborhood Improvement. **Page 15**
11. Engineering: **Page 15**
  - Granada Bridge Decorative Pole Replacement – The proposed work has been completed. A few minor punch list items remain to be done.
  - OBSC Boundless Playground - All of the play equipment, surfacing base course and play safe mulch has been rough spread to compact. The brick paver sidewalk is scheduled to be installed first of the week and the landscaping area was prepared for irrigation installation.
  - Andy Romano Beachfront Park - Staff will be submitting the contract for the design of the Beachfront Park to the CC for approval on April 20<sup>th</sup>. **Page 16**
  - John Anderson Drive – Set-up the first design public meeting for April 21<sup>st</sup> at City Hall Commission Chambers at 7:00 PM. **Page 16**
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 19**

- Airport Road Force Main Extension – Piping modifications will include new piping section and existing raw piping converted for reuse transmission to fill the Hunter's Ridge storage tank with reclaimed water while allowing discharge pumping operations to irrigation – fire system to remain operable. A meeting was held with the Breakaway Trails Homeowner's Association to explain how this project will benefit their community. Awaiting receipt of plans modifications. Easements forthcoming for CC consideration for a portion of the project corridor.
- Sludge Disposal Services – Shelley's Environmental Services was awarded the contract to perform sludge removal services. The existing interim contract with N-Viro was phased out on March 31, 2011, and written notification was provided. A starting date of April 1, 2011 was established for Shelley's to begin sludge hauling and disposal activities. **Page 20**