

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: April 8, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meetings with City Attorney and Budget Director
- Weekly staff meeting with Directors
- Bi-weekly meeting with IT Manager
- Prepared for Pension Workshop

Spoke to, attended and/or met with:

- As requested, spoke individually with Mayor Kelley and Commissioner Boehm to review commission agenda
- Attended sign unveiling Ormond Beach's Andy Romano Beachfront Park
- Attended Chamber Leadership orientation
- Participated in United Way allocations panel
- Attended YMCA annual lunch meeting
- Held Walk with the Manager, Leisure Services Director was guest walker

2. Community Development: **Page 1**

- **Planning, in concert with GIS, has begun the redistricting analysis of the commission zones** based upon the census tract information received from Volusia County. The guideline used in 2001 for equal representation is that zones be within 5% of the targeted population figure. The population was 36,504. The population for 2010 is 38,146. The difference between population in 2000 and 2010 is 1642 people divided among four zones. It is quite possible that the zones will not change. It is also possible that Zone 3 may change since much of the growth during the decade occurred west of I95. GIS is using ESRI Redistricting software to analyze the zones.

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.

Special Economic Development Projects **Page 3**

- Staff was notified that the Granada Place Shopping Center at the corner of West Granada Boulevard and Orchard Street is for sale by Continental Real Estate

Companies of Miami, Florida. Staff will work with the real estate firm in their sales effort.

4. Airport: **Page 3**
 - **Beginning this Sunday - April 10, 2011 - the primary runway at the Daytona Beach International Airport will be effectively closed for a period of approximately ninety (90) days.** This will result in an increase in flight training traffic at other local airports, including OBMA. This localized increase in traffic will be most notable through mid-May, when the close of the spring semester at Embry-Riddle Aeronautical University will result in general reduction of traffic through the summer months.
5. Finance: **Page 4**
6. Fire Department: **Page 4**
7. Human Resources **Page 6**

Training & Development Opportunities

- LEAPS Academy graduated first class of certified supervisors (18 total) on 03-10-11. HR Director to evaluate curriculum effectiveness based on participant feedback and observation; working with DSC to improve effectiveness prior to second delivery of workshop.
 - LEAPS Academy has announced customer service training workshops to be held on eight (8) different dates from April 2011 through November 2011 with morning and afternoon sessions for all full time employees.
8. Information Technology: **Page 7**
 9. Leisure Services: **Page 8**
 - Athletics Maintenance. **Page 9**
 - Future Events at PAC. **Page 10**
 - Parks and Irrigation. **Page 12**
 - Building Maintenance. **Page 12**

10. Police: **Page 12**

Community Outreach

- Tutors R Us was held at the South Ormond Neighborhood Center. Currently 25 youths are enrolled.
 - Science on Patrol was offered at Ormond Beach Middle School. Currently 23 youths are registered for the program.
 - The READ at Ormond Beach Elementary School currently has 18 youths participating in the program.
 - On April 2-3, the 12U and 14U boy's basketball teams participated in the State of Florida Association of Police Athletic Leagues (SFAPAL). The 12U team placed third in the State and the 14U placed second in the state.
- Community Services & Animal Control. **Page 13**
 - Criminal Investigations/Records. **Page 13**
- Comments
- Car burglary suspects have been identified that reside within the city. Arrest warrants have been obtained and investigators are looking for the suspects.
 - Operations – Summary of specific crimes. **Page 13**

- Neighborhood Improvement. **Page 16**
11. Engineering: **Page 16**
- OBSC Boundless Playground - The contractor began installing the brick paver sidewalk which is approximately 50% complete. The decorative stamped concrete landscape edge was installed and inspected. The irrigation is scheduled to begin near the end of the week.
 - Airport Rd. Forcemain Ext. / Reclaimed Water Ext. - Met with Breakaway Trails HOA to introduce the reclaimed watermain service design. **Page 17**
 - City Hall Landscape Renovation – Staff has begun preparing a final design to solicit quotations from local contractors. **Page 17**
 - John Anderson Drive – Set-up the first design public meeting for April 21st at City Hall Commission chambers at 7:00 PM. **Page 17**
12. Environmental Management Division: **Page 18**
- Asphalt/Concrete. **Page 18**
 - Tree Crew. **Page 18**
 - Street/Stormwater Maintenance. **Page 19**
 - Street Sweeping. **Page 19**
13. Fleet Operations: **Page 19**
14. Utilities: **Page 20**
- Gravity Sewer Pipeline Repair – Chaz Equipment Company rehabilitated the four manholes on State Road 40. One manhole remains to complete the project,
 - Sludge Disposal Services – Shelley's Environmental Services began hauling biosolids on April 1, 2011. The City will save approximately \$70,000 annually under the new contract as a result of the recent bid.