

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: May 13, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meetings with City Attorney and Finance Director
- Prepared for Town Hall Budget Meeting with Assistant City Manager and Finance Director
- Held weekly staff meeting with Directors
- Discussed property maintenance and realtor's request for assistance regarding foreclosed properties with Planning Director, Economic Development Director and Neighborhood Improvement Division Manager
- Field Day and worked with the Public Works Utilities Water Distribution; installed new valve on Highland and Beach, raised a water hydrant on SR 40 and installed a new backflow prevention device at the Public Works yard.
- Bi-weekly meeting with Police Chief
- Met with Battalion Commander on Fire Department issues/staffing.
- Met with Planning Director, was debriefed on the Growth Management House Bill 7207
- Held the first Town Hall Budget Meeting for Zones 3 & 4 at The Trails Community Center.
- Held Walk with the City Manager at Central Park on Hammock Lane, Assistant City Manager/Public Works Director and Public Works Operations Manager were guest walkers. Only one walker was present. Mr. Bertram. His wife was one of the responsible parties for creating and donating the labyrinth to the city.
- Met with Assistant City Manager, Deputy City Engineer, Utilities Manager and Mark Burgess of CDM to discuss resolution options for the influent pump station project at the Wastewater Treatment facility.
- Interviewed two candidates for the City Clerk position.

Spoke to, attended and/or met with:

- Attended Rotary board meeting
- Attended Daytona Beach Area Convention & Visitors Bureau breakfast program on the status of tourism in the area
- Attended both beachfront park public meetings

2. Community Development: **Page 2**

- The Department attended Volusia County Zone 1 meetings for the FY 11/12-15/16 Road Program. Hand Avenue was featured in the document for a PD&E for FY 11/12 and it appears while the County will design Tymber Creek Road from SR40 to Airport Road, there are only funds sufficient to construct that portion of TCR from SR40 to Peruvian Way. Volusia County is projecting no funds available for capital projects after FY 14/15. Apparently the Road Impact Fee Program was bonded and fees derived by the Impact Fee are lower than projected. Consequently, impact fees

pledged towards the bonds will not be sufficient to pay for the yearly payments so additional funds from the Local Option Gas Tax (LOGT) will be required. Use of increasing LOGT reduces the amount available for capital projects. It is projected that costs of unfunded projects in the County's 10 year program is \$122 million dollars. The County indicated that an alternative to continued road widening and construction will be necessary.

Development Services

- Site Plan Review Committed – reviewed the Life Guard Station improvement @ Cardinal Drive Approach – the construction schedule was revised and will not begin until late September.

3. Economic Development: **Page 2**

Ormond Crossings

- Staff met with Tomoka Holdings to discuss the draft Interchange Justification/Modification Report conducted by Reynolds, Smith, and Hill engineering firm for the US 1 interchange. One of the consultant's alternatives to improve the transportation system for the US 1 interchange, involves property within the Ormond Crossings development project. Tomoka Holding analyzed this alternative and estimated the value of their land that would be needed for this Collector Distributor system alternative to be approximately \$13 million. A Commission workshop is being planned in May to discuss the findings of the IJR/IMR report and other possible transportation concepts.

Ormond Beach Chamber and Main Street

- Staff is working with the Chamber and Center for Business Excellence on the formulation of an Ormond Beach business survey, which is expected to be distributed in late May. **Page 3**
- Staff is working with the Chamber to formalize plans for the second annual Economic Prosperity Forum, tentatively set for Monday, June 27 at 7:45 am at Halifax Plantation. **Page 3**

Prospective Business Attraction/Retention/Expansion

- Staff continues working closely with Energizer management on a number of site and transportation matters including a meeting this week to discuss extension of an additional water line for the production facility. The company is planning to make additional capital improvement to the plant in 2011/2012.

4. Airport: **Page 3**

- Staff met this week with representatives from Economic Development, Leisure Services, and Tomlinson Aviation to discuss and further refine plans for a community event at the airport scheduled for Saturday, October 1, 2011.

5. Finance: **Page 4**

6. Fire Service: **Page 4**

7. Human Resources **Page 6**

- Met with City Manager and Fire Chief to begin developing a recruitment schedule for Fire Chief's position.

Employee/City Benefits Program Update **Page 7**

- The National League of Cities Prescription Discount Card Program April 2011 monthly report shows the savings for City residents during the eleven months that the program has been in effect in Ormond Beach. Over 853 residents have utilized the program and have saved \$35,697.

8. Information Technology: **Page 8**

9. Leisure Services: **Page 8**
 - Athletics Maintenance. **Page 9**
 - Future Events at PAC. **Page 10**
 - Parks and Irrigation. **Page 11**
 - Building Maintenance. **Page 12**

10. Police: **Page 12**
 - Community Services & Animal Control. **Page 12**
 - Criminal Investigations/Records. **Page 13**
 - Operations – Summary of specific crimes. **Page 13**
 - Neighborhood Improvement. **Page 15**

11. Engineering: **Page 15**
 - Coolidge Avenue Roadway and Drainage Improvements- Construction is ongoing. Contractor is installing water main on Hand Avenue.
 - City Hall Landscape Renovation – Staff is finalizing the landscape renovation plan to solicit quotations for this project. **Page 16**
 - Cardinal Beach Approach- Staff is designing the proposed landscape improvements for the new life guard station. **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**
 - Received acceptance for City request for time extension to SJRWMD for responding to 2nd request for information (RAI #2) for the City's Consumptive Use Permit (CUP) Compliance Report. Received confirmation of District's receipt of City response indicating our desire to complete current 5 year compliance report requirements. District rule modifications resulted in CUP reporting requirement to every 10 years and having option to withdraw current 5 year report. City to continue pursuit of current 5 year report as a large portion of the work has been completed and few items remain for additional information requested. This action will extend the due date to 10 years for the next report to be generated instead of the 2014 date should we decide to withdraw our current submittal.
 - Airport Road Force Main Extension – Contractor prequalification proposal currently being prepared. Project includes force main upsizing and conversion to reuse transmission for serving wastewater and alternative water supply irrigation needs for the Breakaway Trails and Hunter's Ridge areas. Easements forthcoming for CC consideration for a portion of the project corridor.