

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: May 20, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meeting with City Attorney
- Held weekly staff meeting with Directors
- Discussed school portable trailers and fire inspection issue at OBMS with Chief Building Official and Building Inspector
- Conducted field review of landscaping with City with Assistant City Manager, Leisure Services Director, Facilities Maintenance Supervisor, and Landscape Architect
- Met with Chief Building Official on sign permit issues with Eye Wear Design
- Bi weekly meeting with Fire Chief
- Meeting on John Anderson Drive with Assistant City Manager, Deputy City Engineer, Landscape Architect and representative from Ghyabi & Associates and McKim & Creed
- Met with Planning Director regarding the Interchange Justification Report.
- Interviewed four candidates for the City Clerk position
- Attended Claims Committee meeting

Spoke to, attended and/or met with:

- Attended OBMS 50th Anniversary celebration
- Attended Police Explorers' event at Outback Steakhouse
- As requested, spoke individually with Mayor Kelley and Commissioner Boehm to review commission agenda
- Attended Rotary meeting
- Spoke with Mike Rocca, and George Raftelis of Raftelis Financial Consultants, Inc., a management consulting firm for public and private water and wastewater utilities
- Attended Ideas Workshop and City Commission Meeting
- Met with John Harms and Michael Willis of Marlowe and Company on the City's proposed projects
- Attended Crimestoppers annual banquet
- Attended County Council workshop on consolidated dispatch
- Attended DARE graduation at Pathways

2. Community Development: **Page 2**

- Staff attended the Florida Green, Energy & Climate Conference at West Palm Beach, Florida. The most interesting aspect of the conference was the workshop on the International Green Construction Code which will be published in 2012. The Executive Director of the Building Officials Association of Florida described the current Florida Building Code as the worst legal minimum building code in the state. Staff is going to explore the Green ICC code to determine its application to Ormond Beach.

- The City's Class 7 for the Community Rating System will not change. Staff exhausted all efforts to reach Class 6 but was 50 points shy of the mark.
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 planned for May 24 to discuss the findings of the IJR/IMR report and other possible transportation concepts.
- Airport Business Park
- Staff is working with Pace Analytical to arrange a ribbon cutting event for the 8,000 square foot addition to their facility in the Airport Business Park, which will accommodate an increase in employment. The company is also renovating their existing building and would like to hold the ribbon cutting when both buildings are completed in August.
- Special Economic Development Projects **Page 3**
- Owners of Billy's Tap Room Restaurant, Lillian and Doug Rand, continue to make improvements to the facility. Staff worked with the Rands and Chamber of Commerce for a ribbon cutting Friday, May 20, and a grand opening on Wednesday, May 25.
4. Airport: **Page 3**
- Staff met this week with Michael Willis and John Harms, representing the government affairs consulting firm Marlowe and Company. Staff discussed both ongoing and planned capital improvement projects at the airport, information which Marlowe and Company will use to brief the office of Congressman John Mica. Mr. Willis and Mr. Harms indicated that the Congressman and/or members of his staff may wish to visit the airport at some point in the future.
 - Staff is exploring options to address the growth of certain trees into the approach path for Runway 26. Staff had planned to address this issue during the construction phase of the Taxiway Alpha project; however, the trees have grown faster than anticipated and to the extent that it may be necessary to address this issue earlier in order to maintain a safe landing corridor for the runway.
5. Finance: **Page 4**
6. Fire Service: **Page 4**
7. Human Resources **Page 6**
- Fire Department/Fire Chief position has been advertised on the City web site, Florida Fire Chiefs' Association website, FLC Datagram and the Daytona Beach News Journal (print ad 05-15-11 and DBNJ online for one week).
8. Information Technology: **Page 8**
9. Leisure Services: **Page 8**
- Athletics Maintenance. **Page 9**
 - Future Events at PAC. **Page 9**
 - Parks and Irrigation. **Page 11**
 - Building Maintenance. **Page 11**

10. Police: **Page 12**
 - Administrative Services
 - Lieutenant Jesse Godfrey started work on Monday; assigned to oversee the Operations Division.
 - Community Outreach
 - The boys' 7th and 8th grade teams won in their division at the United States Specialty Sports Association (USSSA) qualifying tournament this past weekend. The youths will be competing in the State USSSA tournament in early June.
 - Community Services & Animal Control. **Page 12**
 - Criminal Investigations/Records. **Pages 12-13**
 - Operations – Summary of specific crimes. **Page 13**
 - Traffic Unit **Page 14**
 - Sergeant Smith instructed several officers in traffic stops, building searches, and related threat assessments utilizing Simunitions non-lethal training ammunition as part of our quarterly in-service training.
 - VMB deployed at Fortunato Park to alert citizens of park closure for maintenance next week.
 - Neighborhood Improvement. **Page 14**
11. Engineering: **Page 15**
 - US1 Forcemain Extension Phase II – Application was submitted to VCHD for clearance of the newly constructed watermain bridge attachment.
 - OBSC Boundless Playground – The contractor has only minor punch list items to complete. The park will be officially opened after the ribbon cutting on 5/27/2011.
 - Ormond Beach's Andy Romano Beachfront Park – Public Meetings were held on May 10th & 11th. On May 18th a joint meeting with the Leisure Services Board and Quality of Life Board was held.
 - John Anderson Drive – Held public meeting and will be reviewing options regarding reducing impacts to the existing trees and will present this to the City Commission. **Page 16**
12. Environmental Management Division: **Page 16**
 - Asphalt/Concrete. **Page 16**
 - Tree Crew. **Page 17**
 - Street/Stormwater Maintenance. **Page 17**
 - Street Sweeping. **Page 18**
13. Fleet Operations: **Page 18**
14. Utilities: **Page 18**
 - Concentrate Disposal Study – Presently, the amount of water that can be produced using reverse osmosis at the water plant is limited by the quantity of concentrate that can be mixed by the reclaimed water production at the wastewater plant without exceeding conductivity limits established by FDEP. A proposal was received from Quentin L. Hampton (QLH) to revise the monitoring location for conductivity from the plant to the reuse storage tank to offer more operational flexibility for reuse production realized at the wastewater plant. The cost was \$5,480. A second proposal was requested from McKim and Creed to determine optimized configuration and proposed modifications to the Division Avenue well field raw water piping so it is effectively routed to the low pressure reverse osmosis process at the water plant and properly metered.
 - 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. **Page 19**

- Ormond Beach Wastewater Treatment Plant Expansion – Contractor continues to proceed with construction of Clarifier 4. The electrical panels in the primary electric building are being reconfigured so the building can be installed over the bypass piping without causing conflicts between the conduit and the force mains. Force mains can be relocated around the building at a later date. **Page 19**