

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: June 3, 2011

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Held weekly staff meeting with directors
- Extended contingent offer of employment of new City Clerk, and it was accepted by Joshua Fruecht

Spoke to, attended and/or met with:

- Attended Limitless Playground ribbon cutting
- Attended Memorial Day event
- As requested reviewed agenda with Commissioner Boehm
- Attended Florida City/County Management Association (FCCMA) Annual Conference in Clearwater Wednesday through Friday

2. Community Development: **Page 1**

**Planning**

- The Department received the rankings from the TPO regarding several shared use path and sidewalk projects. The May 11, 2011, draft List of Prioritized XU Bicycle/Pedestrian Projects includes:
  - Thompson Creek Shared Use Path is ranked #7 under Tier C: Projects Awaiting Feasibility Study/Shared Use Path
  - Forrest Hills Connector is ranked #3 under Tier B: Projects Ready for Funding/Shared Use Path
  - John Anderson Drive Sidewalk is ranked #4 under Tier B: Projects Ready for Funding/Sidewalk

3. Economic Development: **Page 2**

**Ormond Crossings**

- Tomoka Holdings is revising the latest round of staff comments for the Master Development Plan. A joint meeting will be arranged to discuss the plan, which will include the draft design standards, which will be needed as part of the platting and zoning process.

4. Airport: **Page 3**

- Staff received several inquiries from residents of Ormond Lakes regarding an aircraft circling overhead for approximately 1 hour on Thursday afternoon. Staff advised these residents that the aircraft in question was investigating reports of a brush fire in the vicinity of Ormond Lakes, and remained overhead in order to help guide Fire Department vehicles to the location of the fire.

5. Finance: **Page 4**

6. Fire Service: **Page 5**

Operations

- Attended meeting with Volusia County Fire Chiefs to discuss brush fire concerns. Area departments agreed to commit resources in the event an agency needs emergency assistance. Task Force and Strike Teams have been pre-developed to prevent delays in receiving assistance. With all agencies contributing, this will allow resources to remain available in the unaffected areas to handle other potential brush fires.
- There are currently 56 active brush fires in Volusia/Flagler Counties. Significant active brush fires in our area:

Espanola Fire

Start date: 05/30/2011

County: Flagler

Location: Off of US1 in the vicinity of Bunnell

Size: 400 acres

Containment: 25%

Cause: Lightning

Additional Remarks: No homes or structures threatened

Larkspur Fire

Start date: 05/25/2011

County: Volusia

Location: Daytona Park Estates Subdivision, DeLand

Size: 320 acres

Containment: 85%

Cause: Under investigation

Additional Remarks: 29 homes and 12 outbuildings being threatened

Significant Incidents

- 5/27/11, 3:00 PM: Arabian Trail/Durrance Lane – Wildland Fire – provided automatic aid to Flagler County for a 3 acre brush fire – Ormond Beach units assisted until fire was contained – cleared scene at 6:18 PM.

7. Human Resources **Page 6**

- Job Offers
  - Support Services Department – City Clerk – pre-employment processing in progress – anticipated start date of 07-05-11. **Page 7**

8. Information Technology: **Page 8**

9. Leisure Services: **Page 9**

- Athletics Maintenance. **Page 9**
- Future Events at PAC. **Page 10**
- Parks and Irrigation. **Page 12**
- Building Maintenance. **Page 12**

10. Police: **Page 13**

- Community Outreach **Page 13**
  - On May 23<sup>rd</sup>, OBPAL president Doug Thomas received his Male Volunteer of the Year Award from the National Association of Police Athletic Leagues Association. Mayor Kelley introduced Mr. Thomas at the event.
- Community Services & Animal Control. **Page 13**
- Criminal Investigations/Records. **Page 13**

Comments:

  - Suspicious Death Investigation: Investigators have determined that suspect Richard Newkirk was responsible for facilitating two juveniles in the consumption

of liquid methadone. Newkirk has been arrested and charged with delivering a controlled substance to a minor child (\$100,000 Bond). Further charges are pending when the results of the toxicology report from the medical examiner return.

- Operations – Summary of specific crimes. **Page 14**
- Neighborhood Improvement. **Page 16**

11. Engineering: **Page 16**

- US1 Forcemain Extension Phase II – Repair work has been completed and site restoration is in progress.
- Coolidge Avenue Roadway and Drainage Improvements – Construction is ongoing. Contractor is installing storm pipe on Hand Avenue. Contractor has been delayed due to conflict with FPL lines that were not indicated in the construction area during design by FPL. FPL is working to relocate their lines to allow the contractor to complete installation of stormwater collection system.
- City Hall Landscape Renovation – Staff has made some minor revisions to the planting plan to include the installation of perennial peanut and Asiatic jasmine within the parking islands as a result of the recent landscape workshop so they can closely monitor each material on a daily basis. Staff will solicit quotations for this renovation work. **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 19**

- Airport Road Force Main Extension – Contractor prequalification is presently advertised. A pre-qualification meeting was held on Thursday. Project includes force main up sizing and conversion to reuse transmission for serving wastewater and alternative water supply irrigation needs for the Breakaway Trails and Hunter's Ridge areas. A meeting was held with the developer and contractors of River Oaks subdivision to discuss potential impacts on the project. Relocation of the subdivision force main and moving a pigging vault to the west may be required. Easements forthcoming for CC consideration for a portion of the project corridor. **Page 20**