

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: June 17, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Held weekly staff meeting with Directors
- Met with Economic Development Director, Mayor, Representative Costello and prospective industrial business for the airport business park
- Met with Assistant City Manager, HR Director and Finance Director on employee responsibilities and positions
- Held final operating budget meeting with Utilities Division
- Bi-weekly meetings with Fire Chief, Planning Director and Economic Development Director
- Met with Assistant City Manager, Finance Director, Deputy City Attorney, Environmental Manager and Public Works Office Manager on non-exclusive franchise agreement for roll off services

Spoke to, attended and/or met with:

- Attended Rotary Board meeting
- Held Meet with the Manager, two citizens attended, reviewed City projects
- Participated in FCCMA Executive Committee conference call
- Held Walk with the Manager, two citizens participated, Finance Director discussed the City's budget
- Attended Daytona Chamber's Eggs & Issues meeting – US Representative Sandy Adams

2. Community Development: **Page 1**

Planning

- The Department has begun to work on a series of workshops to educate property owners on the benefits and effects of designating an Opportunity Zone (aka Brownfield Area) for a portion of the downtown redevelopment district and the area in and around the vacant hospital site. Coordination with Main Street is on-going as it pertains to workshop dates.
- Shawn and Becky attended the FEMA Community Coordination meeting at the Volusia County Fairgrounds. A summary of the information gained is provided...

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Development Services Page 3

- It appears that the City Commission direction and intent regarding the Miro Medical Office Building has been met. Staff visited with Mrs. Lowry and Mrs. Peters on Wednesday the 15th during the Certificate of Occupancy visit by staff. These residents, who were the most affected by the development, seem to be satisfied with buffer. We have placed conditions on the CO to ensure the buffer height once it reaches 8 foot remains 8 feet or higher. It will be the responsibility of the property owners to ensure their landscape maintenance people do not lower the height of the viburnum.

3. Economic Development: **Page 3**
Airport Business Park
 - Staff is working with a business prospect interested in leasing 6 Aviator Way, a 9,000 square foot industrial building that was recently vacated.Prospective Business Attraction/Retention/Expansion Page 4
 - Staff met with a bank interested in leasing property along the Main Street corridor.
 - Staff met with a prospective industrial business interesting in leasing space at Hull Pointe, which is located at the corner of Hull Road and off North US1.

4. Airport: **Page 4**
 - Staff participated in a conference call with representatives from the FAA Airports District Office in Orlando, to discuss the feasibility of establishing a displaced threshold on Runway 8 for aircraft noise abatement purposes. Staff will provide a memo on this topic and the position of the FAA to the City Commission.
 - Staff conducted site visits and consultations with contractors to acquire proposals to address the growth of certain trees into the approach path for Runway 26. A tree removal permit has been issued by the Neighborhood Improvement Division to allow for this work to commence as soon as practicable.

5. Finance: **Page 4**
 - Staff is preparing a draft of the personnel budget and the CIP.

6. Fire Service: **Page 5**
Volusia County issued an emergency declaration for the wildfires effective June 16, 2011.
Significant Incidents Page 6
 - 6/9/11, 8:30 AM: Flagler County Wildfires - Brush 93 assisted Flagler County as part of Task Force 105 comprised of various Volusia County Fire Departments – assigned to “Tattoo West Fire” located north of Volusia/Flagler line along west SR11 – assisted Division of Forestry and other units in suppressing and mopping up contained fire which started 6/7/11 – cleared scene at 9:30 PM.
 - 6/9/11, 1:04 PM: 1500 San Marco Dr – Wildfire – Quint 92 provided automatic aid to Volusia County – upon arrival found woods on fire behind apartment complex – crew initiated a rapid attack on west side of fire to protect residences as Volusia County Battalion 10 established Command – units from Volusia County, Daytona Beach and Division of Forestry assisted in suppression and mitigation of fire – residents were able to reoccupy dwellings once smoke subsided – scene cleared at 4:05 PM.
 - 6/12/11, 8:11 AM: Flagler County Wildfires – Brush 93 assigned to Flagler County Task Force 110 – assisted in containment and mitigation of the “Strawn Fire” located in southwest quadrant of Flagler County off CR305 – fire was 100% contained – cleared scene at 6:30 PM.
 - 6/12/11, 3:34 PM: US1 and Nova Rd – Wildfire – column of smoke visible from Tomoka State Park – previous brush fire in this location – upon arrival found active fire which had jumped Department of Forestry lines – crews fought fire until units from State Park and Division of Forestry arrived and cut new lines around fire – Brush Attack 94 assisted in containment and backburning operations – cleared scene at 11:10 PM

7. Human Resources **Page 7**
 - Fire Department/Fire Chief – Approximately 80 applications have been received and are in the process of being reviewed.

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 12**
 - Community Outreach **Page 12**
 - The boys' basketball teams competed in the United States Specialty Sports Association (USSSA) tournament June 10-12, 2011. Due to their diligence and determination throughout the season, they have qualified to participate in the National USSSA tournament in Cocoa Beach, Florida,
 - Community Services & Animal Control. **Page 13**
 - Criminal Investigations/Records. **Page 13**
 - Operations – Summary of specific crimes. **Page 14**
 - Neighborhood Improvement. **Page 16**

11. Engineering: **Page 16**
 - Coolidge Avenue Roadway and Drainage Improvements- Construction is ongoing. Contractor has installed all utilities and is working on restoration of Hand Avenue. Contractor anticipates final paving to occur by June 24th. **Page 17**
 - Andy Romano Beachfront Park – The first phase of public engagement process "**Imagine**" has been completed. This phase consisted of two public meetings, a meeting with the City's Quality of Life board and Leisure Services board, and was followed by a presentation to the City commission summarizing the results of the public meetings. Staff's consultants are now working on Phase 2 of the public engagement process "**Choose**" which includes the development of a conceptual site plan that will be delivered back to the public on July 12th at The Casements. The public will then have the opportunity to critique the site plan which the consultant will then adapt into the final site plan for the park site. **Page 17**
 - SR40 A1A to Beach St.- While milling last Monday night a void occurred on Halifax Dr south of SR 40. After excavation the pipe that caused the void was an FDOT and not a City pipe. FDOT fixed it. Friday afternoon a depression occurred on the north side of Halifax. It was dug out and determined that the gravity sewer line was broken. **Page 17**
 - Hand Avenue – Received approval from FEMA for expanded work grant request on Hand Avenue. FEMA has agreed to increase the grant amount from \$1,725,853 to \$3,033,850.00. An amendment to the existing agreement will be presented to the City Commission for approval. Have requested an extension of time due to the delay for the incorporation of the additional work to the grant. The SJRWMD is reviewing the consultant's response regarding water quality issues over interconnection of the lakes between Hand Avenue. **Page 18**

12. Environmental Management Division: **Page 19**
 - Asphalt/Concrete. **Page 19**
 - Tree Crew. **Page 19**
 - Street/Stormwater Maintenance. **Page 20**
 - Street Sweeping. **Page 20**

13. Fleet Operations: **Page 20**

14. Utilities: **Page 20**
 - Ormond Beach Wastewater Treatment Plant Rehabilitation Project – Preparation of Change Order #2 pending outcome of pump acceptance activities. The station is

presently partially in service as a 2 vaned impeller having 5-1/4 inch solids handling capability is presently being tested under the manufacturer's direction. Test results since Tuesday, June 14th, illustrate a significant improvement with passing rags and debris as compared to original impeller setup. Consultant is continuing control program updates. Pumps 1 and 3 also being reinstalled with a 2 vane impeller configuration this week. Anticipating that reliability status will be given by team early next week for the contractor to begin relocation of bypass piping associated with expansion project underway. Previous bypass pumping systems remain at the facility until a revised pump system is deemed to be successfully operating. **Page 21**