

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: July 29, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly staff meeting with Directors
- Bi-weekly meeting with interim Fire Chief
- Weekly meetings with HR Director, City Clerk and Finance Director
- Met with HR Director and Finance Director on the City's health insurance
- Met with Acting City Engineer and John Kloss, consultant, regarding the John Anderson Drive project

Spoke to, attended and/or met with:

- Rotary Board meeting
- United Way Board of Directors meeting
- Spoke with Karen Bishop, Tomoka United Methodist Church, they are requesting a crosswalk and pedestrian crossing sign for their after school program
- City/County Managers meeting
- Along with Mayor, spoke to 119 YMCA children for their career week
- Budget Advisory Board meeting
- As requested, reviewed agenda with Commissioner Stowers
- Volusia League of Cities dinner
- FCCMA Executive Committee meeting in Tallahassee

2. Community Development: **Page 2**

- The Planning Department kicked off a series of four informational opportunity zone public workshops. The Planning Director gave a presentation to roughly 30 local citizens interested in learning about Brownfields and the proposed boundary in the downtown area including the former hospital site. The Director provided an overview of the Brownfield program including a definition, an explanation of the designation process, benefits of designation, statewide examples of designation and finally considerations future steps in acquiring designation.

3. Economic Development: **Page 2**

Ormond Crossings

- Tomoka Holdings is preparing the draft design standards, which are expected to be completed with the PMUD documents which will be submitted to staff.

4. Airport: **Page 3**

5. Finance: **Page 4**

6. Fire: **Page 5**

7. Human Resources **Page 6**
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 11**
10. Police: **Page 12**
 - Community Services & Animal Control. **Page 12**
 - Criminal Investigations/Records. **Pages 12-13**
 - Bank Robbery: Subject robbed the Bank of America in Town Square. Subject has been identified as the same subject responsible for robbing several other Central Florida banks.
 - Operations – Summary of specific crimes. **Page 13**
 - Neighborhood Improvement. **Page 15**

A summary of active code enforcement cases by zone is listed below.

Zone 1

1303 Parkside Drive – Received a complaint regarding the condition of this property. The lawn is not maintained and the yard is essentially dirt (sand). When it rains the dirt from the yard seeps into the gutter of the roadway to the front of the complainant's property. Bill Friel went to the site and took several photos of the accumulation of dirt in front of Mrs. O'Donnell's property. His investigation led him to believe that the dirt could not travel the distance and in the manner suspected by Mrs. O'Donnell. Bill met with Larry Haigh, Stormwater, at the site as well. Some of the dirt appeared to come from very nearby as a result of a broken sprinkler head that was funneling dirt onto the gutter in the roadway. Mrs. O'Donnell was not satisfied with staff's findings. The street sweeper has been assigned to clean the streets this week. Both Bill and Larry will go to the site again during the next rain to try to determine where the dirt is coming from before any contact is made with the neighbors. Mrs. O'Donnell was advised of staff's plan and seemed satisfied. **Several inspections have been made to the site since the last report. On one occasion it was clear that the only dirt exiting property onto the street was coming from the sprinkler that is located between the complainant's property and the neighbor's. With exception of that one occasion, no signs of dirt coming from the properties further down the street were observed. No further action is required.**

14 Edgewood Way – Refer to the information contained in the report provided for 1303 Parkside Drive.

Zone 4

50 Magnolia Avenue – Received a complaint about the condition of the back yard and inoperable vehicles. NID conducted an inspection and observed the yard overgrown and inoperable vehicles in the driveway. Notices have been issued for both violations. The owner will have ten days from receipt of each notice to correct the violations. The complainant is aware of staff's actions concerning this case. **The property has been mowed and the vehicle now displays a current tag and inflated tires. No further action is required.**

317 Chardon Road – NID received a complaint about the condition of this property. This is a repeat violation. A citation of \$100 was issued to Jane McCollum dated

June 24, 2011. **This case was presented to the Special Master on Monday, July 25, 2011. The respondent was not present at the time of the hearing. The Special Master made a finding that a violation of the site maintenance provisions did exist and required the respondent to take corrective action within 10 days from execution of the order. The respondent did pay the \$100 citation. Cost to present the case in the amount of \$29.06 is owed by the respondent. Failure to comply with the Special Master's order will result in a fine of \$50.00 a day for each day the property remains in violation.**

11. Engineering: **Page 16**

- US1 Forcemain Extension Phase II – Met with survey consultant to negotiate completion of record drawings for the project, since the prime contractor has abandoned the project with some punch list items to be completed; however, the project's original scope and repair work is substantially completed.
- Downtown Parking (Vining Court) - The contractor continued pouring the new concrete curbing and pedestrian sidewalks and driveway aprons. All the electrical conduits have been installed and inspected by the Building Division for the proposed lighting system. The irrigation contractor has completed the installation of all sleeving under the proposed sidewalk, curbs and existing roadway. City staff has installed three new water meters and the irrigation system is 75% complete.
- John Anderson Drive – The City Commission directed staff to delete the sidewalk, keep the road 10 foot lanes, and include high back Type F curbing. Staff intends to investigate reclassifying John Anderson Drive to a local standard road (as was discussed at the July 19th City Commission meeting) which would reduce clear zone setbacks and should allow a low profile curbing to be used. Staff will inform the City Commission of this once the investigation has been completed. **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**

- Water Plant 4 Log Virus Inactivation - A draft permit was issued from Volusia County Health Department (VCHD). The Health Department was contacted and is amenable to reducing the chlorine residual. A written request was reviewed by staff and submitted to the Health Department requesting that the free chlorine residual requirement be reduced by 50% to 0.7mg/L. **Page 20**
- Fire Hydrant Replacement Program – Construction has begun. Hydrants were replaced on Woodmere Circle, Sanchez Avenue and Arbor Drive. **Page 20**
- Flushed 59 Arroyo Parkway, replaced rusty filter, and placed this area on a weekly flushing schedule until the new water mains are opened for service. **Page 21**