

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: December 2, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Held weekly staff meeting
- Held weekly meeting with City Clerk
- Held bi-weekly meeting with Economic Development Director

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Spoke with Mr. & Mr. Scheiber regarding Sandy Oaks
- Attended meeting with Mayor, and Chairman Bruno regarding US1 corridor
- Attended United Way Board of Directors meeting
- Met accreditation assessors working at Police Department
- Individual agenda review meetings with Mayor, Commissioner Stowers and Commissioner Partington, as requested.
- Held FCCMA Winter Conference planning session
- Attended FCCMA Seminar

2. Community Development: **Page 2**

- Staff is preparing a response regarding a revised application by Plantation Oaks in unincorporated Volusia County changing the requirement that the homes be “stick built” to once again manufactured housing. The project as amended is much like the Aberdeen development approved by the City in 1994 which was built in the late 90’s and early 2000’s.

3. Economic Development: **Page 3**

Ormond Crossings

- Tomoka Holdings submitted the draft PMUD and design standards documents and staff met to review the material. The comments and suggested revisions have been transmitted to Tomoka Holdings for a joint meeting, which will be held on December 16. The documents will be sent to the Planning Board and City Commission upon resolution of any potential issues.

4. Airport: **Page 4**

5. Finance: **Page 4**

6. Fire Service: **Page 5**

7. Human Resources **Page 5**

Training & Development Opportunities **Page 7**

- LEAPS Academy has been completed. These customer service workshops were provided for all full-time employees, who were required to attend between May 20

and November 9, 2011. The last training sessions were held on 11-09-11. 98% of full time employees have completed the Customer Service training.

8. Information Technology: **Page 7**
9. Leisure Services: **Page 8**
 - Athletics Maintenance. **Page 8**
 - Future Events at PAC. **Page 9**
 - Parks and Irrigation. **Page 10**
 - Building Maintenance. **Page 11**
10. Police: **Page 11**
 - Community Services & Animal Control. **Page 11**
 - Criminal Investigations/Records. **Page 12**
 - Operations – Summary of specific crimes. **Page 12**
 - Neighborhood Improvement. **Page 15**

Zone 2
Riviera Park – Received a complaint about derelict/abandoned vessels at Riviera Park. Both vessels have current registrations. Both vessels have had a transfer of registered owner within the past 5 months. The 23' Olympic (sailboat) is gone. The 31' Trojan should be moving this week. The Trojan has been relocated. No further action is required.
11. Engineering: **Page 15**
 - Downtown Way Finding Signage - The signs are being fabricated by Don Bell. The sign permit has been issued by staff and 40 proposed locations were staked so utility locates could be marked. We are anticipating having them installed before the holidays. **Page 16**
 - Rockefeller Gardens Water Wheel – A new wheel is being fabricated that is scheduled to be completed near the end of this month. The wheel will be installed soon thereafter. **Page 16**
 - Andy Romano Beachfront Park – The Planning Board unanimously approved the PBD for the project which will now be forwarded to the City Commission for approval. The consultant is continuing to coordinate the various permit submittals and design details. **Page 16**
 - John Anderson Drive – On November 15th the City Commission requested staff to revisit the sidewalk for the project with the residents before finalizing their decision on whether to include the sidewalk with the project or delete it. Staff will be working with Zev Cohen & Associates regarding the public information process. **Page 17**
12. Environmental Management Division: **Page 17**
 - Asphalt/Concrete. **Page 17**
 - Tree Crew. **Page 18**
 - Street/Stormwater Maintenance. **Page 18**
 - Street Sweeping. **Page 19**
13. Fleet Operations: **Page 19**
14. Utilities: **Page 19**
 - A proposal from McKim and Creed is under consideration for modifying configuration of the Division Avenue well field raw water piping to optimize use of low pressure reverse osmosis process at the water plant and for improving meter flow into plant. The estimated cost for this proposal is \$29,690. McKim and Creed obtained a copy of the current hydraulic model. A scope of services for update of hydraulic model was

drafted. The primary use of the hydraulic model is to determine the optimum pipe size for the raw water piping.

- Airport Road Force Main Extension – This project is the City's Alternative Water Supply Project as associated with the SJRWMD Water Supply Plan. Plans were bid and the apparent low bidder is Masci Corporation at \$6.4 million. An award memorandum is being prepared by the Engineering Div. for CC consideration. Annual Water Supply Project report forwarded to District updating status of project.

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