

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: December 9, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Held weekly staff meeting with directors
- Weekly meeting with City Clerk
- Bi-weekly meetings with Police Chief and Planning Director

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Attended FWC Black Bear Management Plan Public Meeting at FDOT facility in DeLand
- Attended DARE graduation at Pine Trail Elementary
- Attended Team Volusia Executive Committee and Board meetings
- Held Walk with the Manager, Chief Building Official Joe Levrault was guest walker
- Attended VCARD membership luncheon

2. Community Development: **Page 2**

- Staff prepared a summary report of unincorporated properties for annexation on US1 North and Williamson and grouped the properties into 7 targeted compact annexation areas back in April 2011. Two groups have been tentatively scheduled for the City Commission to act on in March 2012. The first meeting between Planning, Police, Engineering, Utilities, Public Works and Legal occurred this past week. Each department has been assigned the responsibility to determine impacts of annexation upon service provision and report back to the Planning managers on this project in January 2012.
- Staff has been requested by Volusia County to comment on Plantation Oaks revised application to permit manufactured housing as a type of dwelling unit. This development was approved for only “stick build” housing based partially upon Ormond Beach objections. This item will be placed on the City Commission agenda for the December 13th discussion since staff needs to convey to Volusia County comments on the revised application. The City will not be providing sewer or water since it is outside of the established sewer & water boundary.

3. Economic Development: **Page 2**

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 14. The documents will be sent to the Planning Board and City Commission upon resolution of any potential issues.

4. Airport: **Page 3**

5. Finance: **Page 4**
6. Fire Service: **Page 5**
7. Human Resources **Page 6**
8. Information Technology: **Page 7**
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**
 - Community Services & Animal Control. **Page 12**
 - Criminal Investigations/Records. **Pages 12/13**
 - Operations – Summary of specific crimes. **Page 13**
 - Neighborhood Improvement. **Page 16**
11. Engineering: **Page 16**
 - Alcazar-Buena Vista Drainage Area Improvements - Roadway milling and resurfacing has begun. Approximately 75% of site restoration is complete. The new watermain along Arroyo Pkwy was pressure tested and is being prepared for clearance.
 - 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.
 - Rockefeller Gardens Water Wheel – The new wheel was delivered and installed on the existing stone pillars. The contractor will install new mounting studs, leveled the existing cap and adjusted the overhead water source by shifting the drop box to the west to slow the wheel down.
12. Environmental Management Division: **Page 18**
 - Asphalt/Concrete. **Page 18**
 - Tree Crew. **Page 18**
 - Street/Stormwater Maintenance. **Page 19**
 - Street Sweeping. **Page 20**
13. Fleet Operations: **Page 20**
14. Utilities: **Page 20**
 - 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 Division for CC consideration.
 - Ormond Beach Wastewater Treatment Plant Expansion – Project underway and proceeding near to intended project schedule. Operations staff continues to coordinate plant operations activities with on-site contractor. New secondary clarifier nearing completion. Temporary power is installed to operate the new clarifier. Additional work activities include chlorine contact tank bypass channel and main electrical building construction. City staff is checking the viability of the existing dewatering system for Clarifiers 1 and 2. Dewatering using a 6-inch pump was unsuccessful. A larger pump will be tried to determine if the dewatering effort

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improves. Excavation and dewatering is underway to construct the new foundation for new Filter #3. **Page 21**