

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: December 16, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meeting with City Attorney
- Held quarterly staff meeting with Directors and Division Managers
- Conducted site visit throughout Shockney Drive, renovated gateway sign on South Ridgewood and new sports complex sign on Hull Road
- Weekly meetings with City Clerk, and HR Director
- Monthly meeting with Risk Manager
- Bi-weekly meeting with IT Manager
- Attended Claims Committee meeting

Spoke to, attended and/or met with:

- Attended the Home for the Holidays Parade
- Attended Rotary meeting
- Held Meeting with the Manager
- Attended introductory meeting of Dr. Mark Howell, with Mayor Kelley, and Pt. Orange City Manager Ken Parker
- Audit update meeting with Mike Sibley, James Moore & Company
- Attended Beautification Committee Award to City for decorations at The Casements.
- Attended DARE graduation at Ormond Beach Elementary School
- Attended Holidays at The Casements
- Attended PAL Christmas party at the SONC

2. Community Development: **Page 2**

- The Planning Board conducted a public hearing on the proposed Brownfield area that includes a portion of the downtown and the vacated hospital site and after hearing no adverse comments from the public, recommended approval. A public hearing before the City Commission is scheduled for January 3, 2012.
- The downtown drainage study is almost completed for draft with discussions already beginning with St. Johns for a conceptual permit. Staff has placed this study and the results on the January 17, 2012, commission agenda as a discussion item to discuss the results.
- Construction of Airport Road extension at SR40 has begun and is expected that it will take 10 days.
- Spoke with Kelli McGee, Growth Management Director, Volusia County. Volusia County is willing to give us full planning and regulatory authority over the area that is covered in our initial ISB. They suggest, however, that the current document is complex and contains too many subjects and it doesn't follow the format they have established for other cities. They propose the following:

1. Interlocal Agreement for delegation of Planning and Regulatory review and approval by OB over unincorporated VC on US1 North; and,
2. Interlocal Service Boundary for annexation only

While the means is different than the approach laid out by Ormond Beach, it does get the City to the same end which is planning, annexation, and regulatory control of US1 N. Corridor. The County will put together an ILA patterned after the New Smyrna Beach ILA and we will revise our ISB to lay out the process for annexation only.

3. Economic Development: **Page 3**
Ormond Crossings

- Staff met with Tomoka Holdings to discuss the draft Master Development Plan and design standards documents. Once a few remaining items are resolved over the next several weeks the documents will be sent to the Planning Board and City Commission for review and approval.

Airport Business Park

- Staff has been notified of the sale of the StyleMark Company to FGX International, a subsidiary of Essilor International of Charenton-le-Pont France. FGX is located in Rhode Island and they distribute a number of eyewear products including Foster Grant. Further details on the transaction are forthcoming.

Prospective Business Attraction/Retention/Expansion

- Staff is working with a prospective tenant with a purchase option for the reuse of Memorial Hospital. The negotiations have slowed due to terms the parties are trying to resolve. Staff has been informed by the real estate brokers that there are other interested parties in reusing the hospital property and staff is expected to meet with representatives in the next few weeks.

4. Airport: **Page 4**

- Staff continued work to configure and optimize the new airport security surveillance system. The IT Department is working with a network consultant to setup web-based access to the system via a high capacity microwave link. The high capacity (150 Mb) link to the airport is expected to be online by the end of this month, which will both accommodate and enable remote viewing from City Hall and other locations on the City's network. Internet-based access is expected to be available in early January.

5. Finance: **Page 5**

6. Fire Service: **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 12**

10. Police: **Page 12**

- Community Services & Animal Control. **Page 12**
- Criminal Investigations/Records. **Pages 12/13**

Comments: **Page 13**

- Armed Robbery: Subject claims that he pulled over in the area on Montana Terr. off of Arroyo Parkway because his back door was not closed all of the way. The subject reports that when he got out of his vehicle a subject came out of the bushes wearing a mask and pulled a gun on him. The perpetrator took \$300.00 from the subject and fled on foot. Investigation continues but the incident is suspicious in nature.
- Undercover operation at Cheaters: One dancer arrested for violation of city ordinance (exposure). The dancer had an open warrant out of Tampa Florida for disorderly conduct. The dancer was transported to the Volusia Branch Jail.
- Operations – Summary of specific crimes. **Page 13**
- Neighborhood Improvement. **Page 16**

11. Engineering: **Page 16**

- Alcazar-Buena Vista Drainage Area Improvements - The following roads were asphalt resurfaced: Alcazar Ave. from Arroyo Pkwy to Buena Vista Ave.; Buena Vista Ave. from Arroyo Pkwy to Plaza Grande; Seville St. from Cordova Ave. to So. Beach St.; and, Cordova Ave. from Arroyo Pkwy. to Seville St. Approximately 80% of site restoration is complete. The new watermain along Arroyo Pkwy has been submitted for clearance by the VCHD, with the service connections expected to be transitioned early next week. Continued work to complete the stormdrain along Arroyo Pkwy will begin after the new water service connections have been made.
- Rockefeller Gardens Water Wheel – The new wheel was delivered and installed on the existing stone pillars. The contractor has to install new mounting studs, level the existing cap and adjust the overhead water source by shifting the drop box to the west to slow the wheel down. **Page 17**

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**

- Fire Hydrant Replacement Program – The contractor (R&M Services) began replacing hydrants this week. No work is scheduled for the upcoming two week holiday period. **Page 21**
- Root Control Services – The Contractor is scheduling to perform the 2nd annual period root control work beginning in January 2012. Staff determining and coordinating location of contractor activities. **Page 21**
- Town Square and Lift Station 4M1 Rehabilitation – Plans and specifications are completed. The project scope will be expanded to include 2011-12 Lift Stations 9P and the Wal-Mart Lift Station initiative. **Page 22**