

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: March 2, 2012

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Held weekly staff meeting with directors
- Held weekly meetings with City Clerk, and HR Director
- Quarterly meeting with Employee of the Quarter committee
- Phone call with Deputy City Attorney on a local business' tax receipt revocation of massage parlor
- Bi-weekly meeting with Fire Chief

Spoke to, attended and/or met with:

- Attended Charter Review Committee meeting
- Participated in FCCMA annual conference, conference call
- Attended Budget Advisory Board committee
- Attended FCCMA nominating committee meeting in Orlando

2. Support Services (formerly City Clerk's Office) **Page 1**

- Elections:
 - Staff continued working on the 2012 Election Candidate Packets and City Elections webpage and plans to have the packets available in March 2012.

3. Community Development: **Page 2**

- Staff met with Volusia County Growth Management Director Kelli McGee, Assistant County Attorney McAteer, Planning Manager Becky Mendez and Palmer Panton concerning the Interlocal Agreement (ILA) for services which was a County response to the City's Interlocal Service Boundary Agreement (ISBA). Ormond Beach representatives included City Attorney Randy Hayes, Planning Director Ric Goss and Sr. Planner Becky Weedo. The County is willing to support in an ILA the City making changes to land use and zoning for unincorporated Volusia County property reflecting the City's land use and zoning categories. They also are willing to provide the City the ability to enforce its development regulations as it pertains to the LDC, Building Code, City Code of Ordinances as it relates to adult uses, internet cafés and other land uses, and permit code enforcement to enforce such codes in unincorporated Volusia County. The unknown part is the County's insistence that the City's waste stream collected by Waste Management must go to the County's landfill when the City renegotiates it contract. The second part of this effort will include the ISBA that will provide Ormond Beach an alternative annexation process, a streamlined land use plan amendment process related to annexation, and a phased annexation of VC unincorporated area over a period of years.

It was not clear that the County attorney's office and the Growth Management office were entirely on the same page. While Growth Management had the opinion both of these agreements could go in tandem with each other, the County Attorney's Office

was of the opinion that one would need to follow the other. Estimated time lag between the two is unknown. As such, staff is revising the ILA for re-submittal based upon our understanding of what Volusia County staff will support. Staff also prepared a revised ISBA which provides for an alternative annexation process that would permit the City to create enclaves, annex non-contiguous parcels, and phased annexation based upon projected costs and revenues for service provision.

4. Economic Development: **Page 3**

Ormond Crossings

- Staff transmitted their comments to Tomoka Holdings this week regarding the draft Master Development Plan and design standards documents. A final meeting will be scheduled with Tomoka Holdings to resolve the remaining items and then the documents will be sent to the Planning Board and City Commission for review and approval.

Prospective Business Attraction/Retention/Expansion

- Staff contacted the property owners of the Food Lion along East Granada Boulevard and discussed possible users of the property and any assistance the City can provide to attract a replacement grocery store at that location. Staff also spoke to the real estate agency representing the property owner and a meeting is trying to be arranged for next week.

5. Airport: **Page 4**

- Staff worked with representatives from Airport Power Solutions (APS) this week regarding a proposal to lease approximately 2.5 acres of airport property for the purpose of installing a solar photovoltaic array to generate electrical power. APS has also proposed installing solar systems on the roofs of buildings in the Airport Sports Complex. The GIS Department has provided APS with maps of the proposed lease area and the sports complex, which APS will use to conduct feasibility studies for this proposal. If successful, this project could significantly reduce the need to purchase power from outside utilities for the airport and the sports complex.

6. Finance: **Page 5**

7. Fire: **Page 6**

8. Human Resources **Page 6**

Employee/City Benefits Program Update

- QuitSmart [smoking cessation] program ended; three employees successfully completed the program! **Page 8**

9. Information Technology: **Page 8**

10. Leisure Services: **Page 9**

- Athletics Maintenance. **Page 10**
- Future Events at PAC. **Page 11**
- Parks and Irrigation. **Page 12**
- Building Maintenance. **Page 12**

11. Police: **Page 13**

- Community Services & Animal Control. **Page 13**
 - The O.B.P.D. will be hosting a Low Cost Pet Shot Clinic March 4, 2012, 9 a.m. to 12p.m. in the front parking lot of the P.D. For Information call 676-3262 or 316-8105
- Criminal Investigations/Records. **Page 13/14**
- Operations – Summary of specific crimes. **Page 14**

- Neighborhood Improvement. **Page 17**

12. Public Works **Page 18**

- Engineering: **Page 18**
 - Downtown Way Finding Signage- The contractor installed signs north of Granada Boulevard and west of Beach Street. The work is 40% complete.
 - Airport Rd. Forcemain Extension/ Reclaimed Water Main Extension – Approximately 2,000 lf of new forcemain pipe was installed from the Pathways Elementary School up to Tymber Creek Rd.
 - Andy Romano Beachfront Park – The City Commission was presented with a 3-D video of the park at the Feb. 7th CC meeting. The second reading of the PBD was approved by the City Commission. Staff is planning to present the final bidding documents to the City Commission on March 6th to receive approval to bid the project.
 - Granada Utilities Underground- Street lighting plans were sent to FDOT for review and comments. FPL submitted the streetlights that are going to be removed for undergrounding. Meeting to address streetlights away from Granada Blvd that the aerial service is being taken down. Submitted information for permit Volusia County.
- Environmental Management Division: **Page 20**
 - Asphalt/Concrete. **Page 20**
 - Tree Crew. **Page 20**
 - Street/Stormwater Maintenance. **Page 21**
 - Street Sweeping. **Page 21**
- Fleet Operations: **Page 21**
- Utilities: **Page 22**
 - Cross Connection Control (CCC) Program Management Services – Developing final CCC plan, ordinance and manual updates to meet current state regulations. City received copy of FDOH approval of proposed plan. Currently workshop is scheduled with CC in early April.
 - Airport Road Force Main/Reuse Main Extension – Construction is now underway by Masci Construction. This project is the City's Alternative Water Supply Project as associated with the SJRWMD Water Supply Plan. District' Board approved project for proposed MFL and Recovery Strategy program funding. Preparing CC Agenda item for acceptance of grant funding agreement @ 40% of project cost will be approximately \$1.3 Million.
 - Fire Hydrant Replacement Program – The project is approximately 50% complete. The contractor (R&M Services) is replacing fire hydrants on peninsula locations this week.