

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: March 16, 2012

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly meeting with City Attorney
- Met with Assistant City Manager, Police Chief and Neighborhood Division Manager on The Villages' medians landscape issues. Phoned citizen who expressed concerns with the medians.
- Weekly staff meeting with directors
- Walked through former Building Division offices with Planning Director on future reconfiguration of space
- Met with Assistant City Manager, and Public Works staff on the waste water expansion project

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Phone meeting with Commissioner Partington
- Met with Assistant City Manager, Deputy City Attorney, and CDM representatives Mark Burgess and Jim Crane on CenState and B&G contracts.
- Held Meeting with the Manager, three citizens attended
- Attended Charter Review committee meeting
- Attended Harry Wendelstedt, Jr., memorial service
- Attended Claims committee meeting
- Met with MainStreet members Maggie Sacks, Ryck Hundredmark, Jerry Janoro and Bill Partington about possibility of banner signage on Granada Blvd.
- Met with Fire Chief on County EMS grant
- Participated in FCCMA board meeting conference call
- Phone conversation with Joni Hunt, Florida Hospital regarding the former hospital building on Sterthaus Drive
- Along with Police Chief spoke to Webelos on city government and law enforcement
- Participated in Team Volusia Search Committee conference call
- Attended Financial Trends workshop and City Commission meeting

2. Community Development: **Page 1**

- Staff devoted much time to the issue of the Outlaw Motorcycle Club (MC) which is located on US 1 N in unincorporated Volusia County next to 1142 US 1 North which is the site of the future American Legion in Ormond Beach. In response to a letter from the City Manager outlining the City's position, Volusia County has indicated they will dispatch their code enforcement inspectors to issue violations if the Outlaw MC continues to stay on site as a motorcycle club. Private clubs which include motorcycle clubs are not permitted within the VC Industrial 1 Zoning Classification.
- The Interlocal Agreement and Interlocal Boundary Agreement have been put on hold so that the Legal Department can reexamine the ILA agreement with respect to

Itinerant Merchant License which the County wants to retain for a longer period of time. **Page 2**

- Letters went out to all property owners on US 1 N. who have utility service but did not execute an annexation agreement. The letters contained a prepared annexation petition for signature and 30 days were given for execution and receipt by staff. Failure to do so will cause staff to turn the property over to Legal for remedies. A Letter to Volusia County was also sent noticing VC that annexation was contemplated and requested any objection be provided prior to processing. **Page 2**

3. Economic Development: **Page 3**

Ormond Crossings

- Staff finalized 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 met with First Green Bank representatives to discuss dates for an opening of the new Bank, located at 175 West Granada Boulevard. The open house is scheduled for clients and invited guests on May 3 and a public opening on May 12.

4. Airport: **Page 4**

- The Flagler County Airport and the New Smyrna Beach Municipal Airport will both be effectively closed on March 24<sup>th</sup> and 25<sup>th</sup> due to special activities at those facilities. **As a result, the amount of air traffic at the Ormond Beach Municipal Airport is expected to be elevated on those dates.**
- Staff has been apprised of plans by the Civil Air Patrol to conduct a comprehensive search and rescue exercise (SAREX) at the airport on May 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>. This exercise may involve aircraft and personnel from several Florida Wing squadrons, and will be closely coordinated with the control tower to safely integrate SAREX activities with normal airport operations.

5. Finance: **Page 4**

Operations

- Received an unannounced State Emergency Medical Services (EMS) Inspection. Department, scored an excellent rating with no deficiencies. Areas inspected included personnel and service records, equipment, vehicles, protocols, EMS supplies and narcotics storage. **Page 6**

6. Fire: **Page 5**

7. Human Resources **Page 6**

8. Information Technology: **Page 8**

9. Leisure Services: **Page 9**

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

10. Police: **Page 13**

- Community Services & Animal Control. **Page 13**
  - Criminal Investigations/Records. **Pages 13-14**
- Comments:

- Home Invasion Robbery: A 2<sup>nd</sup> subject has been arrested as being involved and setting up the home invasion robbery on the beachside. The subject was interviewed, confessed and was transported to the branch jail under no bond.
- Investigation continues into numerous time share fraud cases. The local FBI has become involved in the investigation and arrest warrants are expected in the near future.
- Grand Theft: Stolen items from a residence on Grove St. were found at a local pawn shop. Investigation continues.
- Local group suspected of shoplifting items from local stores and then selling them to thrift stores in the area. Ongoing investigation.
- Operations – Summary of specific crimes. **Page 14**
- Neighborhood Improvement. **Page 16**

11. Public Works **Page 17**

- Engineering: **Page 17**
  - Airport Rd. Forcemain Extension/Reclaimed Water Main Extension – Horizontal Directional Drilling of approximately 600 feet of forcemain is being worked on east of Tymber Creek Rd. Staff, Contractor and Consultant met with the Hunter's Ridge and Breakaway Trails home owners associations to discuss upcoming utility work for this project within these residential areas.
  - Andy Romano Beachfront Park –The project is currently in the bidding phase. A pre-bid meeting was held on March 14<sup>th</sup>. Bids are due April 9<sup>th</sup>.
  - Ormond Scenic Loop- Attended public meeting, set up next public meeting for March 19<sup>th</sup>, responded to questions. **Page 18**
  - Central Park Paving – Design plans are 90% complete, environmental resource permit application for stormwater management has been prepared for submittal to SJRWMD. **Page 18**
- Environmental Management Division: **Page 19**
  - Asphalt/Concrete. **Page 19**
  - Tree Crew. **Page 20**
  - Street/Stormwater Maintenance. **Page 20**
  - Street Sweeping. **Page 21**
- Fleet Operations: **Page 21**
- Utilities: **Page 21**
  - City's Consumptive Use Permit (CUP) Compliance Report - SJRWMD. Forwarded District final edits for historic and future water use projection worksheets, additional well field allocation scenarios, preliminary well specifications for future permit condition consideration and refining future year allocation illustration with District staff for future demands. Staff providing District waiver for additional time for performing model runs and preparing staff report through anticipated District Board action May 2012.
  - Airport Road Force Main/Reuse Main Extension – Construction is now underway by Masci Construction. Installed 280 feet of 12-inch pipe in the easement by Pathways Elementary school. Coordination meetings were held with Breakaway Trails and Hunter's Ridge Homeowner's association. 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. Prepared CC Agenda item for acceptance of grant funding agreement @ 40% of project cost which will be approximately \$1.3 Million.

12. Support Services (formerly City Clerk's Office) **Page 24**