

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: June 8, 2012

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly staff meeting with directors
- Weekly meetings with City Attorney, City Clerk and HR Director
- Bi-weekly meeting with Economic Development Director
- Discussions with Planning Director and HR Director on various personnel issues
- Met with staff on MacDonald House maintenance needs and visited house
- Finished individual budget meetings with directors

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Attended City Commission CIP workshop
- Along with Mayor, spoke to Tomoka Elementary third grade students on city government
- Weekly conference call with FCCMA staff
- Attended Governor Scott's speaking engagement
- Spoke with Mrs. Partington on community related topics
- Attended Ormond-by-the-Sea Lions Club meeting, presided over the installation of new officers
- Spoke with Skip Freeman on Police issue/complaint
- Met with Ken Fischer, Votran, on trolley service
- Attended public meeting on Hand Ave. collector road upgrade project
- Attended VCARD Retail Real Estate Values Forum

2. Community Development: **Page 1**

- While still under review by the City Attorney's Office, the go ahead to send the Interlocal Agreement (ILA) for Planning and Service and the Interlocal Service Boundary Agreement (ISBA) for the US 1 North corridor to Volusia County was given. For the most part, the agreements reflect (solid waste disposal excluded) the joint Volusia County and Ormond Beach meeting discussions that occurred in February of this year.
- The review and copying of all files related to the development of the City's adult use ordinances related to zoning and operations was accomplished pursuant to discovery request filed by the attorneys for Cheaters.
- Due to recent staff turnover, the Joint Permit Center will be short staffed and may result in service delays to customers until the position is filled which is estimated to be approximately 30-45 days.
- **Development Review Page 2**
  - Staff met with Rob Merrill of Cobb & Cole and the SUNOCO representatives regarding Sunoco's plans for a new convenience/gas station at US1 and SR40 in

the downtown area. Discussions centered on exploring a compromise acceptable to the City and SUNOCO regarding placement of the structure and establishment of a street edge.

- Staff met with the owner of the Tomoka Oaks Golf Village and Golf Course. The owner intends to present a new vision and plan for property and file a major amendment to the approved PRD rezoning that occurred in 2006.
- The building at 20 S. Nova (aka Dunkin Donuts/Tile store) will be occupied by Verizon Wireless. The pylon sign will be removed in favor of a monument sign. The before and after renovation is provided below:



3. Economic Development: **Page 2**  
**Ormond Crossings Page 3**

- Staff visited an Orlando industrial development firm to discuss their industrial park project and investment opportunities in Ormond Crossings.
- Staff is arranging a meeting with a Jacksonville industrial developer to visit Ormond Beach and the Ormond Crossings property.

**Prospective Business Attraction/Retention/Expansion Page 3**

- 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 is in contact with the real estate agencies representing the property owner and Food Lion to discuss retail reuse opportunities. An Orlando real estate firm has been recently hired to market the property.

4. Airport: **Page 4**

- The Civil Air Patrol conducted a successful search and rescue exercise (SAREX) at the airport on June 1st, 2nd and 3rd.
- The Civil Air Patrol will conduct "Exercise America's Shield" (EAS) at the airport from June 14th through June 24th. Working in concert with the U.S. Air Force and the Army National Guard, CAP air crews operating from Ormond Beach will help to train ground-based missile crews to defend Washington, D.C. and other important locations in the United States and throughout the world.
- Staff acquired a tree removal permit to remove approximately twelve (12) pine trees from the airport. These trees are located adjacent to Runway 8, and have grown to the point that they have begun to obscure visibility of the runway from the air traffic control tower. Staff is working to schedule removal of the trees.

5. Finance: **Page 4**
6. Fire: **Page 5**  
Significant Incidents **Page 6**
  - 6/3/12, 7:39 AM: North I-95 at Mile Marker 277 – Motor Vehicle Accident – Provided automatic aid to Volusia County for a rollover accident with three fatalities – Flagler County units also assisted.
7. Human Resources **Page 6**
8. Information Technology: **Page 7**
9. Leisure Services: **Page 8**
  - Athletics Maintenance. **Page 8**
  - Future Events at PAC. **Page 9**
  - Parks and Irrigation. **Page 11**
  - Building Maintenance. **Page 11**
10. Police: **Page 11**
  - Criminal Investigations/Records. **Page 12**  
Comments:
    - Residential Burglaries/Car Burglaries: Investigators identified two subjects (one adult, one juvenile) that were responsible for ten car burglaries and two occupied residential burglaries in the Hunter's Ridge subdivision. A large majority of the property has been recovered and the adult male has been taken into custody and charged with numerous burglary charges. The juvenile involved has cooperated and charges have been submitted to the State Attorney's office. Investigation continues.
    - Car Burglaries: Investigators are seeking out the subjects responsible for three car burglaries where vehicle windows were smashed out and purses were taken from the interior of the vehicles.
  - Community Service/Animal Control. **Page 12**
  - Operations – Summary of specific crimes. **Page 13**
  - Neighborhood Improvement. **Page 14**
11. Public Works **Page 15**
  - Engineering: **Page 15**
    - Tomoka State Park – Work continues on placement of sidewalk forms. The southbound lane along N. Beach Street will be intermittently closed to accommodate concrete pumping as the routing of concrete trucks in and out of the trail area is not feasible. Discussed the maintenance of traffic setup for the closure with the County. Discussed project LAP status with FDOT.
    - Andy Romano Beachfront Park – A preconstruction meeting was held on May 21<sup>st</sup> with the contractor. Groundbreaking Ceremony was held on Monday, May 28<sup>th</sup> at 6pm. The Notice to Proceed was issued for May 30<sup>th</sup>. The contractor has mobilized on-site and has begun earthwork phase of operations.
    - Hand Avenue – Pre-Construction meeting was held on Thursday, May 24<sup>th</sup>. A public meeting was held on June 7<sup>th</sup> at 6:00 PM in the City Commission Chambers, staff discussed the project schedule with the general public.
  - Environmental Management Division: **Page 17**
    - Asphalt/Concrete. **Page 17**
    - Tree Crew. **Page 17**
    - Street/Stormwater Maintenance. **Page 18**

- Street Sweeping. **Page 18**
- Fleet Operations: **Page 19**
- Utilities: **Page 19**
  - City's Consumptive Use Permit (CUP) Compliance Report - SJRWMD. District staff accepted and modified Technical Staff Report to include clarifications and comments for information contained in the report. CUP Compliance Report and renewal activities re-scheduled for District Board review on June 12, 2012.
  - Chemical Bids – Palm Coast will be administering the annual chemical bid advertisement for the upcoming fiscal year. Specifications and estimated bid quantities were submitted to staff for review. Met with the MicroC representative to discuss carbon source addition for additional de-nitrification at the wastewater plant during construction. Specifications for this chemical may be added to the annual chemical bids.
  - Concentrate Disposal Study – The consultant continues to collaborate with FDEP to determine how to best add relocation of the concentrate piping discharge. A revised flow schematic was prepared to demonstrate that the sample point for reuse was downstream of the proposed relocated concentrate pipe discharge. FDEP has questions about reuse sampling to be addressed before the piping relocation is permitted. Plans and specifications are being prepared for bids.

12. Support Services (formerly City Clerk's Office) **Page 22**