

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: June 15, 2012

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Meeting with City Attorney's office and City staff on Censtate contract
- Held weekly staff meeting with Directors
- Bi-weekly meetings with Economic Development Director, IT Manager, Fire Chief,
- Weekly meeting with HR Director
- Met with Finance Director on pension plans for speaking engagement for Eggs & Issues
- Attended Quarterly Employee of the Quarter selection committee meeting
- Monthly meeting with Risk Manager
- Attended Claims committee meeting

Spoke to, attended and/or met with:

- Held Meeting with the Manager, five citizens attended
- Attended Mayor's Fitness Challenge meeting
- Weekly conference call with FCCMA staff
- Attended Team Volusia meeting
- Met with City staff and Scott Chesley, CKS Productions, regarding special events activities
- Speaking engagement at Daytona Chamber's Eggs & Issues, topic pension plans
- Participated in monthly FCCMA conference call

2. Community Development: **Page 1**

- The 2nd and final neighborhood meeting regarding the removal of the Memorial Hospital was held. The meeting occurred at the Performing Arts Center. Implosion of the ***seven story structure is still scheduled for July 22, 2012, but the date is subject to change.***
- Staff prepared a notice template which is to be sent to approximately 3,000 households informing them of a Commission Zone change. Specific properties have been identified and addresses merged. The letter is being reviewed before being sent out. **Page 2**
- The City Attorney's Office has given a "green light" on six properties that received sewer and/or water after the 1991 Interlocal Agreement with Volusia County and no annexation instrument was every signed. Upon annexation of this group, staff will work on the other five groups of annexations located along the US1 N. corridor. While this is very labor intensive due to the type of research required by the Legal Department, it benefits the City. **Page 2**

**Building Inspections, Permitting & Licensing Page 2**

- The City's initial ISO rating based upon the Building Code Effectiveness Grading Schedule was changed from the current Class 3 to a Class 4 for 1 & 2 family

residential property. After providing a rationale to the ISO for the principal reasons that contributed to the downgrade, it was changed back to a Class 3 for 1 & 2 family residential property and a Class 3 for commercial and industrial property. We have been informed these ratings are the best in the area.

- [Joe Levrault, Chief Building Official, was nominated for Building Official of the Year by the Building Officials and Inspectors Association for Volusia & Flagler Counties.](#)

Development Review **Page 2**

- Planning staff has received a variance application for the property at 121 East Granada Boulevard – the old Woody’s restaurant site. The property owner is requesting three variances to redevelop the existing site and building from a restaurant to an urgent care use. The project proposes building additions to the rear and side of the existing building and would increase the existing building square footage from 5,211 square feet to 7,527 square feet. The property is zoned B-4 (Central Business). The requested variances include: **a rear yard setback; a side interior yard setback; and a side interior yard setback:** The applicant is requesting that the landscape buffer be reduced from 6’ to 0’ abutting the building only along the western property line, requiring a 6’ landscape variance. The requested variance area is 210’ from the Granada Boulevard right-of-way. The Board of Adjustment and Appeals will conduct a hearing on Wednesday, June 27<sup>th</sup> at 7:00 pm for the requested variances. The Department will support the requested variances.

3. Economic Development: **Page 2**

Ormond Crossings

- Staff finalized their comments to Tomoka Holdings. Staff met with Tomoka Holdings on April 27 and discussed the remaining items regarding the draft Master Development Plan and design standards documents. Staff has scheduled a workshop with the Planning Board for June 18 to present the proposed documents. An additional public meeting with Planning Board is expected to be scheduled in July. Following the meetings with the Planning Board, staff will present the finding to the City Commission for review and approval.

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

- Staff met with the CEO Business Alliance management to discuss business prospects and other related economic development initiatives. Staff is working on a location for a business prospect.

4. Airport: **Page 4**

- The Civil Air Patrol will commence “Exercise America’s Shield” (EAS2012) at the airport this week, which will run 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.

5. Finance: **Page 4**

6. Fire: **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 11**

- Criminal Investigations/Records. **Page 12**  
Comments:
  - Several more car burglaries uncovered from last week's arrest of the subjects involved in the Hunters Ridge Burglaries.
- 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**
  - SR 40 Sidewalk / Trail Phase III- The retaining wall near the Shadows Crossing intersection was completed along with 600 feet of sidewalk.
  - Airport Rd. Forcemain Extension/ Reclaimed Water Main Extension – Approximately 800 feet of forcemain was installed along Airport Rd. A 500 ft section of reclaimed watermain was installed on Ashton Look within the Hunters Ridge subdivision. A directional drilled pipe section of approximately 300 feet on Black Hickory within the Breakaway Trails subdivision was pressure tested and showed to have a leak. The contractor attempted to remove that section of pipe to repair it; however, the drill rig broke down, but is expected to return next week to complete the work.
  - Tomoka State Park- Approximately 1,000 feet of sidewalk was placed near the mid-path extent and contractor completed setting forms for the south tie-in at Inglesa Avenue.
- 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 18**
- Utilities: **Page 18**
  - City's Consumptive Use Permit (CUP) Compliance Report – SJRWMD District Board approved the City's Five Year Compliance Report on June 12, 2012 to include modified withdrawal allocations and general permit conditions through 2024. Next compliance report will be for ten year period and will be due in 2019.
  - Chemical Bids – Palm Coast will be administering the annual chemical bid advertisement for upcoming fiscal year. Specifications and estimated bid quantities were submitted to staff for review. Received comments for water chemicals. Additional information is needed for phosphate concentration in the corrosion inhibitor proposed for use at the water treatment plant. Considering preparation of a specification for a carbon source (acetic acid or glycerin compound) for assisting food source needs to aid in de-nitrification during construction project activities.
  - Concentrate Disposal Study – The consultant is verifying that the relocation of the concentrate piping discharge was accepted by FDEP as part of the plant modification permit. FDEP will be sending a letter this week with their determination. Plans and specifications were received for review. **Page 19**

Water Supply/Treatment and Distribution System Regulatory Activities **Page 22**

- The 2011 Annual Water Quality Report or Consumer Confidence Report (CCR) is being distributed with the water bills throughout the month of June for meeting the deadline of delivery to the customers by June 30, 2012. An advertisement will be published in the News Journal on July 9 notifying the public that our CCR is available.

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