

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: June 22, 2012

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meetings with City Attorney, and City Clerk
- Bi-weekly meeting with Planning Director
- Held quarterly staff meeting with Department Directors and Division Managers
- Weekly budget discussion with Finance Director
- City Site Visits:
 - 526 Fred Gamble Way – met with resident regarding flooding concerns
 - Queen Anne Court – Drive by of residence in foreclosure to determine level of upkeep. Seems as if condition is fair at the moment.
 - Riverside Drive – observed new rumble strips to determine effectiveness in alerting drivers to slow their speed at park crossing. Additional strips to be added
 - Beachfront Park – Observed site conditions
 - Johnson Drive – Observed complaint of overgrown shrubbery of home in foreclosures.
 - Nova Park – landfill area and expansion area of new skateboard park.

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Participated in weekly conference call with FCCMA staff
- As FCCMA President, attended FL Association of Counties Annual Meeting, sat in on a workshop for hiring county managers and county managers roundtable discussion
- Attended Nova Community Park Plan community meeting
- Held Walk with the Manager, guest walker was the City's Landscape Architect Paul MacDonald
- Attended meeting with City staff, airport tower manager Steve Brockett, and Lt. Colonel Joe Wisniewski (Civil Air Patrol and U.S. Airforce) on unmanned aerial vehicle operations at the airport
- Discussed with Votran their plan for Trolley Pass Distribution. Meeting scheduled by Votran for next week.
- Emailed Paul Momberger of ZCA about timeliness submission of plans for restroom and gateway structures at Beachfront Park. Plans submitted late this week, not sufficient at this point in time. Staff will discuss with Saboungi and ZCA.

2. Community Development: **Page 1**

- The Planning Board conducted a work session on the Ormond Crossing Planned Mix Use Development (PMUD). Final comments from the PB members are due by the next Planning Board meeting in July. The Master Development Agreement is under review by the City Attorney's Office. A public hearing on the PMUD is expected in August or September but it depends on the date Legal completes its review of the Master Development Agreement document.

3. Economic Development: **Page 2**
Special Economic Development Projects **Page 3**
 - Staff met with Mr. Al Latimer, Senior VP for Enterprise Florida, which is the State of Florida's Economic Development Agency to discuss Ormond Beach economic development initiatives and the State's business assistance programs.
4. Airport: **Page 3**
5. Finance: **Page 4**
6. Fire: **Page 5**
Significant Incidents **Page 6**
 - 6/12/12, 2:22 PM: Royal Rd. – Structure Fire – Upon arrival found heavy black smoke around closed laundry room door – all occupants out of structure – fire located behind hot water heater – thermal imaging camera revealed no extension to walls or ceiling – minimal damage.
 - 6/15/12, 1:09 PM: South Forty Trl. / Clyde Morris Blvd. – Motor Vehicle Accident – T-bone type collision of pick-up truck vs. car – heavy damage to car with two passengers – one entrapment and one out of vehicle – crew removed large tree limb with chainsaw blocking vehicle access – door cut to remove patient declared as trauma alert – both passengers transported to hospital.
 - 6/16/12, 1:52 AM: Fleming Ave. – Motor Vehicle Accident Rollover – Vehicle found resting on roof with both side doors open – no occupants found upon arrival – search conducted of surrounding area with thermal imaging camera – driver found in general area and brought back to scene for evaluation – patient transported to hospital.
 - 6/16/12, 9:08 PM: W. Granada Blvd. – Motor Vehicle Accident – T-bone type collision of pick-up truck and OBPD police car – police officer and passenger of truck transported to hospital – accident under investigation.
7. Human Resources **Page 6**
8. Information Technology: **Page 7**
 - Notable Events: Nearly completed upgrading all PD Mobile Data Terminals (MDTs) with the new dispatch software (46 of 57 MDTs completed). VCSO deadline is July 1 to have all MDTs using the new MobileCom software. IT is also using the opportunity to perform system maintenance and optimization on mobile units since they are rarely in the office. **Page 8**
 - Generator and Automatic Transfer Switch (ATS) at the Hardened Data Center (HDC) has been programmed by the vendor to perform a scheduled monthly on-load run test. Previously staff would test periodically. **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 11**
10. Police: **Page 12**
 - Criminal Investigations/Records. **Page 12**
Comments:
The suspect has been identified in counterfeit fraud investigation wherein she attempted to cash a counterfeit check at a Wells Fargo bank. The subject in question and victim are from the Miami area. Charges are pending

- Community Service/Animal Control. **Page 13**
- Operations – Summary of specific crimes. **Page 13**
- Neighborhood Improvement. **Page 14**

11. Public Works **Page 15**

- Engineering: **Page 15**
 - Airport Rd. Forcemain Extension/Reclaimed Water Main Extension – Approximately 1,800 feet of new reclaimed watermain was installed and approximately 600 feet of new forcemain.
 - Hand Avenue – Pre-Construction meeting was held on Thursday, May 24th. A public meeting was held on June 7th to discuss the project schedule with the general public. The contractor has started work at US 1 with milling and water main installation.
 - Wilmette Avenue Bypass Pump Station – FEMA approved the Phase I (Design) for the bypass pump station facility at Wilmette by Thompson Creek. This project would include the ability for staff to set pumps during critical storm events adjacent to the road that would provide for emergency bypass pumping of Thompson Creek without having to set pipes across the road and close the road as occurred during the May 2009 storm event. Recently received word that FEMA has approved the Phase II portion of the grant which includes construction phase. FEMA will be sending the grant agreement for City Commission approval. **Page 16**
- 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**
 - 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.
 - FDOT State Road A-1-A Left Turn at Lynnhurst Drive – Awaiting scope and fee proposal from McKim & Creed for including with 2 inch water main replacement project. Water main piping needs to be relocated on Oceanshore Boulevard because the street is being widened. **Page 19**
 - Hand Avenue Extension – The contractor has started work at US 1. **Page 19**

Wastewater Collection/Treatment/ Disposal Regulatory Activities **Page 22**

- Industrial Pretreatment Program: The process has begun to create the new permits for the City's Industrial - Significant User (IU) facilities connected to the City's sewer system. The permit applications should be received from each significant user (permittee) prior to June 30, 2012. All current permits expire on September 30, 2012; therefore the new permits must be in place prior to this date.

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.

- The Governing Board for the St. Johns River Water Management District approved the Consumptive Use Permit (CUP) renewal for the City on June 12, 2012. The CUP grants the City permission to withdraw the groundwater necessary to supply our residences with safe drinking water. This approval is the culmination of much effort and dedication on the part of the Utility staff. Staff has been in communication with the District and replying to information requests concerning this renewal for three years. This CUP compliance review grants allocations until May 2019.

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