

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: June 29, 2012

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meetings with City Attorney, Finance Director and HR Director
- Bi-weekly meetings with IT Manager, Police Chief
- Work day with Building Inspection with Glen Urquhart, toured former Memorial Hospital, went on various inspections

Spoke to, attended and/or met with:

- Attended headstone unveiling for Ms. Tomoka at Oakridge Cemetery
- Attended Trolley Service meeting at Ocean Center in Daytona, with Votran and area cities
- Met with County staff on Chelsea Place, discussed annexation possibilities
- Met with Volusia County Council candidate Doug Daniels, discussed various topics of interest to Ormond
- Met with Mr. Ernest Counts on NID process and potential locations for AmVets meeting place
- Weekly conference call with FCCMA staff
- Attended Volusia City/County Managers monthly meeting
- Met with City staff, Peggy Farmer and Sam Merrill on Hunter's Ridge
- Attended Budget Advisory Board meeting
- Attended Stewart Marchman Foundation Dinner
- Speaking engagement for Ormond MainStreet luncheon

2. Community Development: **Page 1**

- **Planning**
 - Staff attended with the City Manager the Votran Trolley Partnership Kick Off meeting which was held at the Ocean Center. Pass distribution to the businesses in Ormond Beach along the route will be the responsibility of Votran. The passes are free and each pass is worth \$3.00. The pass is good for 1 day (24 hours) and it provides free access to all of Votran fixed routes for the same period of time.
 - Staff attended with the City Manager a meeting with Mary Ann Connors at the Volusia County Administrative Center in DeLand. The County has indicated they have no objection to entering into an interlocal agreement for the annexation of Chelsea Place but requested the City to contact the four owners who would be affected. Providing service to other enclaves in Ormond Beach was also discussed.
- **Building Inspections, Permitting & Licensing** **Page 2**
 - The plans received from Saboungi were inadequate for the Building Division to do a complete review. A number of items were missing or incomplete. Plans were not submitted for the following structures: Pavilions #1 through #5; Shade

structures #1 through #5; Splash Pad and Playground equipment. Contractors who are responsible for irrigation, playground, Splash Park, shade structures, pavilions, and the signs were not identified. There was no information provided for the truss engineering per FBC 2303.4. Finally, no information was provided for product approvals and installation instructions per the Technical Specification Manual for doors, windows, and metal roof.

3. Economic Development: **Page 2**
Ormond Crossings
 - Staff is arranging a meeting with a Jacksonville Industrial Developer to visit Ormond Beach and the Ormond Crossings property.
4. Airport: **Page 3**
 - The Civil Air Patrol (CAP) concluded “Exercise America’s Shield” (EAS2012) operations at the airport this week. Working in concert with the U.S. Air Force and the Army National Guard, CAP air crews operating from Ormond Beach helped to train active duty members of the National Capitol Region Air Defense System to defend Washington, D.C. and other important locations in the United States and throughout the world. Cadets from the Ormond Beach Composite Squadron of the CAP played a significant role in this exercise by assisting air crews with the launch and recovery of mission aircraft. Economic benefits of EAS 2012 to the Ormond Beach area are estimated to be approximately \$80,000.00. **Page 4**
 - The Euro-American School of Aviation (EASA) has announced that they are now offering full service aircraft fueling through OBA Fueling Services. Their fuel truck is operational Monday-Friday between 7am and 5pm and on Saturdays and Sundays between 9am and 3pm currently. Customers can pay directly at the fuel truck with a credit card and have a receipt sent to them immediately via email. Pilots must simply call the EASA flight dispatch department at 386-673-9862, and then press 0 to request fueling services. EASA hopes that this additional service at the airport will assist in increasing traffic by providing an extremely affordable and competitive alternative to other nearby airports charging significantly more for the same service. **Page 4**
5. Finance: **Page 4**
6. Fire: **Page 5**
Significant Incidents
 - 6/22/12, 11:00 PM: John Anderson Dr. – Drowning Fatality – patient found at home in pool – two firefighter paramedics assisted EVAC during transport to hospital.
7. Human Resources **Page 6**
8. Information Technology: **Page 7**
 - Notable Events: Completed upgrading all 57 PD Mobile Data Terminals (MDTs) with the new dispatch software. VCSO deadline is July 1, 2012.
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:

- Investigators assisted FDLE in an operation at Classy Kids in the Tomoka Plaza. The owner has allegedly been buying stolen merchandise and re-selling the items at this location. Investigators purchased items from the establishment that were marked during the operation. A warrant was obtained to search the premises along with an arrest warrant for the owner.
- Several subjects were arrested in Collier County after a brief pursuit. The subjects had stolen property in their vehicle from a car burglary in our city. Ongoing investigation.
- Community Service/Animal Control. **Page 12**
- Operations – Summary of specific crimes. **Page 12**
- Neighborhood Improvement. **Page 14**

11. Public Works **Page 15**

- Engineering: **Page 15**
 - 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.
 - Nova Community Park Master Plan- The first community outreach meeting was held on June 21st and the presentation material is available on the City's website for viewing and comments. **Page 16**
 - Central Park Lake Interconnects – Division Ave. and Hammock Lane- Project to interconnect the Central Park lakes 1&2 and 2&3. SJRWMD has notified consultant that permit has been approved and will be issued. Final plans are being prepared for bidding. **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 19**
 - Chemical Bids – Palm Coast will be administering the annual chemical bid advertisement for upcoming fiscal year. Additional information is needed for phosphate concentration in the corrosion inhibitor proposed for use at the water treatment plant. Prepared 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 at WWTP. Prepared a disposition memo to the City Commission to advertise the project for bids on July 9th.
 - Airport Road Force Main/ Reuse Main Extension – A troublesome leak on Black Hickory Way (BAT) was located and repair methods and schedule discussed. Drilling was completed in Hunter's Ridge. Staff preparing quarterly report for SJ MFL Cost Share Agreement and project cost reimbursement.

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