

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: September 28, 2012

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly staff meeting with directors
- Weekly meetings with City Attorney, and City Clerk
- Bi-weekly meeting with Police Chief
- Reviewed State of the City with Mayor and staff
- Met with Planning Director to discuss joint Commission and Planning Board workshop on October 1st.
- Met with City staff regarding landscape contracts.

Spoke to, attended and/or met with:

- Volunteered for Chamber Event, King of the Grill
- Attended United Way Board of Directors and Sector Leader meetings
- Attended State of the City
- Met with City staff and Paul Duncan regarding his concerns on his property ownership and City property ownership on So. Old Kings
- Phone call to Mrs. Dippolito regarding the vacant property at 794 Hand Ave.
- Work day with Neighborhood Improvement – worked with Code Enforcement Officer Chris Mason.
- Conference call with City staff and Linda Shelley, Attorney, Fowler White Boggs, regarding Ormond Crossings
- Met with City staff and Commissioner Kent on fluoride testing standards
- Agenda meeting with Commissioner Boehm

2. Community Development: **Page 1**

- A public meeting for the expansion of the Granada Economic Opportunity Zone has been established for October 24, 2012, at 6:00 pm at The Casements. The expansion includes the CRA area east of the bridge to A1A. **Page 2**
- Staff has set up a dedicated telephone line to field phone calls from residents and businesses who received an individual notice regarding the US1 Finding of Necessity that will go to the Planning Board in October as a public hearing. Overwhelmingly the residents and businesses support the City's efforts regarding the CRA designation of US1. **Page 2**

3. Economic Development: **Page 2**

Airport Business Park

- Staff is working with existing businesses on possible expansion projects. The property search includes both existing commercial and industrial space and preparing conceptual plans for the use of the available City land located along West Tower Circle in the Business Park.

4. Airport: **Page 3**
5. Finance: **Page 3**
6. Fire: **Page 4**
Significant Incidents
 - 9/17/12, 6:52 AM: Nova Rd. / 8th St. – Structure Fire – Provided automatic aid to Volusia County – commercial shopping plaza with pizza restaurant heavily involved upon arrival – utilized thermal imaging camera to check for fire extension – conducted search and rescue – cleared scene at 7:37 AM. **Page 5**
7. Human Resources **Page 5**
8. Information Technology: **Page 6**
9. Leisure Services: **Page 7**
 - Athletics Maintenance. **Page 8**
 - Future Events at PAC. **Page 9**
 - Parks and Irrigation. **Page 10**
 - Building Maintenance. **Page 11**
10. Police: **Page 11**
 - Criminal Investigations. **Page 11**
Comments: **Page 12**
 - Residential Burglary: Two subjects have been identified in a residential burglary on 116 Riverside Dr. The subjects were also responsible for the theft of an assault rifle from a vehicle in Daytona. Rifle recovered. Arrest warrants being obtained.
 - Vehicle Burglary: Subject was observed stealing a back pack blower out of a locked utility trailer after he cut the lock from the trailer. Subject was arrested and is being questioned on other similar type thefts in the area. Charges have been filed.
 - Community Service/Animal Service. **Page 12**
 - Operations – Summary of specific crimes. **Page 12**
 - Neighborhood Improvement. **Page 14**
11. Public Works **Page 15**
 - Engineering: **Page 15**
 - Andy Romano Beachfront Park – The contractor has completed masonry work on the restroom/concession facility and has formed the tie-beams. Construction of three pavilions has been completed. Other site work is on-going as well.
 - Hand Avenue – Roadwork is nearing completion on the first phase of construction at the east end of Hand Avenue. The contractor anticipates opening this section on schedule. On Monday August 20th the contractor began work on the phase 2 work area which closed Hand Avenue from Nova Road to Oak Brook Drive and begin utility work on that phase.
 - Environmental Management Division: **Page 17**
 - Asphalt/Concrete. **Page 17**
 - Tree Crew. **Page 17**
 - Stormwater Maintenance. **Page 18**
 - Street Sweeping. **Page 18**
 - Fleet Operations: **Page 18**

- Utilities: **Page 19**
 - Division Avenue Well Field Raw Water Piping – Staff completed the review of McKim & Creed's completed modeling tasks for determining various theoretical chloride concentrations upon large portions of Division Avenue wells being diverted to the north end of the water plant for treatment by reverse osmosis. A meeting was held to discuss findings with the consultant. The consultant is preparing the final report.
 - Airport Road Force Main/ Reuse Main Extension – Directional drilling under the Tomoka River has been completed.
 - John Anderson Drive – Met with the Engineering Division to review the 90% plans. Revisions to the drainage design may be required to reduce the amount of utility conflicts. The Utilities Division also wants to replace the fire hydrants along the John Anderson corridor that are obsolete.

12. Support Services/City Clerk **Page 23**