

**City of Ormond Beach  
Memorandum**

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: November 9, 2012

---

1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Bi-weekly meeting with Economic Development Director
- Weekly meeting with City Clerk
- Weekly staff meeting with directors

Spoke to, attended and/or met with:

- Attended Alliance for Innovation Big Ideas Conference
- As requested, agenda review with Commissioner Boehm
- Employee of the Quarter and Employee of the Year committee meeting
- Met with Mr. and Mrs. Daugherty regarding dog dining
- Commission meeting
- FCCMA Symposium
- Hosted FCCMA Board meeting
- Rotary golf tournament
- News-Journal Food Brings Hope campaign

2. Community Development: **Page 1**

- Underground Utilities:
  - There are several City Commission agenda items related to the utility providers and contracts to move the project forward. The Commission items can be viewed at <https://ormondbeach.ig2.com/citizens/default.aspx>. The estimated cost for the utility providers is \$1,371,929. These costs do not include items such as streetlights and landscaping.
  - Staff sent out and walked around a notice to property and business owners regarding the road resurfacing and the underground utilities project. Staff is currently working to obtain easements from private property owners to establish the underground infrastructure needed to convert utility services. Property and business owners should be contacted soon by an electrical engineer regarding re-connection of buildings to the underground utility system.

3. Economic Development: **Page 2**

**Ormond Beach Chamber and Main Street**

- Staff meets monthly with members of the Main Street Economic Restructuring Committee to discuss potential development opportunities in the district. Discussions include identifying potential development sites and business uses within the CRA district. Staff is in the process of preparing draft economic development incentive programs that would cover the downtown and citywide economic development projects. The incentive program will be presented to the Main Street Board and City Commission when completed. Staff met with

representatives of Julian's Restaurant, which recently closed to discuss reuse of the property.

4. Airport: **Page 3**
5. Finance: **Page 3**
6. Fire: **Page 4**
7. Human Resources **Page 4**
8. Information Technology: **Page 6**
9. Leisure Services: **Page 6**
  - Athletics Maintenance. **Page 7**
  - Future Events at PAC. **Page 8-9**
  - Parks Maintenance. **Page 10**
  - Building Maintenance. **Page 10**
10. Police: **Page 11**
  - Criminal Investigations. **Page 11**  
Comments:
    - Sex Offense Case on Louis Morales (self proclaimed evangelist) resolved. Subject was found guilty and is facing 65 years to life in prison.
    - Report of a flasher at the Sunshine car wash. Investigators believe they have a lead on a subject out of Palm Coast. Investigation continues.
  - Community Service/Animal Service. **Page 12**
  - Operations – Summary of specific crimes. **Page 12**
  - Neighborhood Improvement. **Page 13**
11. Public Works **Page 13**
  - Engineering: **Page 13**
    - Central Park Paving – At the Fleming Avenue Park parking lot site, retention ponds have been excavated and graded, and concrete flumes and storm drain constructed, Parking areas and roadway sub-grade are being prepared. Work will begin on Hammock Lane site later in the week. **Page 14**
    - Andy Romano Beachfront Park – Contractor has completed masonry work on the restroom/concession facility and has formed the tie-beams. Contractor is starting the Coquina veneer. Inspection of the underground stormwater system indicated one of the storage units had partially collapsed. The contractor has removed this and replaced it. Construction of three pavilions has been completed. Other site work is on-going as well. **Page 15**
    - Hand Avenue – The first phase of work from US1 to Coolidge is open. We have installed 1-inch of paving and intend to come back once all phases are complete and install a second 1-inch lift the entire length of the road. For now there will be a 1-inch difference in the pavement elevation and the edge of curb. This will provide a final road with no joints which will enhance the final appearance and ride of the road. FDOT typically follows this procedure for State roads. On Monday August 20<sup>th</sup> the contractor began work on the phase 2 work area which closed Hand Avenue from Nova Road to Oak Brook Drive. This phase is scheduled to be complete in December. Water mains and storm water mains have been installed and the culvert crossing at Laurel Creek has been replaced with larger diameter pipes. A meeting was held with the School Board Director to

discuss and coordinate bus stop routing and student safety within the construction work area. **Page 15**

- Environmental Management Division: **Page 17**
  - Asphalt/Concrete. **Page 17**
  - Tree Crew. **Page 17**
  - Stormwater Maintenance. **Page 18**
  - Street Sweeping. **Page 19**
- Fleet Operations: **Page 19**
- Utilities: **Page 19**
  - Concentrate Monitoring and Disinfection Upgrades – Staff received a response from Florida Dept. of Health regarding the number of backflow preventers required on the proposed concentrate disposal connection. Staff requested the required two devices be reduced to one based upon other redundant operating conditions and system configuration safeguards. The department will allow a single reduced pressure zone backflow prevention device to be used if monthly testing is performed. A commission memo was prepared for the December 4th meeting recommending award to McMahan Construction for \$142,500 to construct the project.
  - Industrial Pretreatment Program: Staff forwarded News Journal proof of publish record for Florida Department of Environmental Protection (FDEP) prepared legal notice describing period for receipt of comments prior to official department acceptance of recent amendments to the Utility's Sewer Use Ordinance and Local Limits. Following the comment period the FDEP will issue the City an implementation date. **Page 22**
  - Career Day at Calvary Christian Academy: Staff is preparing to set up a display at CCA for their Career Day to encourage water conservation. The academy requested the City's involvement at the event on November 16th. **Page 23**

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