

**City of Ormond Beach
Memorandum**

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: November 30, 2012

1. City Manager: **Page 1**

Reviewed and prepared with staff as follows:

- Weekly meeting with City Clerk
- Bi-weekly meeting with Planning Director, IT Manager
- Weekly staff meeting with directors

Spoke to, attended and/or met with:

- DARE Graduation at Tomoka Elementary – handed out Key Pins on behalf of Mayor
- Attended United Way Board of Directors meeting
- Met with HR Director and Karen Chrapek regarding Vince Carter Sanctuary Services and Education Services
- Weekly conference call with FCCMA staff
- Met with Economic Development Director and Larry Volenec, FPL, regarding electrical systems at the Business Park
- Attended Annual VCARD Holiday Membership Lunch with Mayor Kelley and Commissioner Stowers
- Phone conversations with several citizens regarding a variety of topics

2. Community Development: **Page 1**

- Staff intends to begin annexing the Williamson enclave in January 2013 with the annexation of the Chelsea Place enclave occurring after the voluntary annexation of the 15 acre enclave adjacent to and east of Lowes.
- The mobility fee and doggie dining land development amendments will be placed on the Planning Board agenda for December 13th with the first reading of both ordinances before the CC scheduled for January 15, 2013.
- Staff attended a pre-construction meeting for the Granada Boulevard resurfacing and median construction. The FDOT and contractor agreed to delay the start date from December to January 7, 2013 to avoid construction during the holiday parade and the holiday season. The construction will occur primarily at night and no lane closures are permitted from 7 am to 7pm.

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

7. Human Resources **Page 5**

- Information Technology: **Page 6**
 - Notable Events: **Page 7**

- Facilitated a GeoBlade Viewer training class using both Community Development and Emergency Services (FEMA) map configurations.

- Leisure Services: **Page 7**
 - Athletics Maintenance. **Page 8**
 - Future Events at PAC. **Page 8**
 - Parks Maintenance. **Page 10**
 - Building Maintenance. **Page 10**

- Police: **Page 10**
 - Criminal Investigations. **Page 10**
Comments: **Page 11**
 - Grand Theft: Stolen lap top computer from the Granada Texaco found for sale on Craig's List. Investigators made arrangements to purchase the computer from the seller and he was arrested at his home on Byron Ellinor Dr. and charged with dealing in stolen property.
 - Arrest warrant obtained for a local transient for grand theft and burglary. The subject has been stealing lawn equipment and getting others to pawn the items for him.
 - Fingerprint evidence has identified a known burglar for a car break that occurred in zone three. Investigation continues.
 - Community Service/Animal Service. **Page 11**
 - Operations – Summary of specific crimes. **Page 11**
 - Neighborhood Improvement. **Page 12**

- Public Works **Page 14**
 - Engineering: **Page 14**
 - North Halifax Dr. Improvements – Staff met with Prime contractor, utility sub-contractor and directional driller to discuss site staging and project schedule. Subsurface investigation was performed at two locations to determine cause of road settlement. The project will begin with directional drilling the reclaimed watermain, and watermain utility stubouts for future watermain upgrades. Road reconstruction and resurfacing will begin after the utility work is completed, which will be in early January, 2013.
 - Central Park Paving – The Fleming Avenue and Hammock Lane parking areas were paved.
 - Tymber Creek Phase I – Construction is scheduled to begin on January 7, 2013. City's involvement will be utility relocations, while Volusia County will manage road widening, drainage improvements, and the prime contractor, Masci Corporation.
 - Andy Romano Beachfront Park – Several sections of the parking area have been completed. The coquina is being placed on the restroom/concession building, the roofing is being installed and the cupolas have been delivered. Pavers are being placed and park amenities are being installed. Dune restoration is on-going.
 - Hand Avenue - The first phase of work from US1 to Coolidge is open. Paving from Nova to Stratford place was completed and this section of Road 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. The contractor is continuing with Water main installation and will complete the next section of paving from Stratford Place to Oak Brook Drive within the next couple of weeks. A meeting was held with the School Board Director to discuss

and coordinate bus stop routing and student safety within the construction work area.

- 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**
 - Concentrate Monitoring and Disinfection Upgrades – CC Agenda item for award to McMahan Construction for \$142,500 to construct the project pulled for further review.
 - Airport Road Force Main/ Reuse Main Extension – The jack and bore crossing is scheduled to begin first week of December. A light pole on Nova Road conflicts with the proposed crossing. A meeting is being scheduled to discuss potential resolutions for this conflict.
 - North Halifax Drive Rehabilitation Reclaimed Water Main Extension – Operations staff determined that infiltration into the storm sewer is not from a leaking reuse main. Water Distribution crews replaced old and non-operating 8 inch water main valve at Halifax-Neptune intersection prior to resurfacing activities
 - Reuse Expansion: The new reuse transmission line is currently under construction along Airport Road and US1 to supply reuse to Breakaway Trails and Hunters Ridge. Project construction is 77 percent complete. Utility staff is gathering information to apply for a waste water permit modification to include these areas in the reclaimed water service area.
- Support Services/City Clerk **Page 23**