

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: June 7, 2013

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meeting with PW Operations staff
- Staff meeting with directors
- Held emergency practice exercise with EOC staff, mock flooding situation in Northbrook subdivision
- One on one meetings with Planning Director, HR Director, Fire Chief, and Economic Development Director
- Discussion with Assistant City Manager, Police Chief and NID Manager about snipe signs.

Spoke to, attended and/or met with:

- Individual agenda review meetings with Commissioner Boehm and Commissioner Stowers
- CIP workshop
- City Commission meeting
- Pre-deposition conference with attorneys regarding Cheaters
- Deposition regarding Cheaters
- Keith Norden, President & CEO, Team Volusia
- Public Works and Legal staffs and outside counsel contract issues regarding effluent pumps at the water treatment plant
- Citizens for Ormond Beach foreclosure panel discussion
- Met with Rich Pernell, Embry Riddle, Director of Facilitation and Mediation Services, update on miscellaneous personnel issues
- City staff and I met Bueno Padres and Joe Repole of Honeywell regarding performance contracting and energy efficiency options for city facilities
- Chamber of Commerce meeting was cancelled

2. Community Development: **Page 1**

- The Department received the annexation application for the 14.5 acre enclave adjacent to Lowe's Home Improvement. This annexation will be scheduled for the City Commission meeting at the end of July. Chelsea Place will be processed and scheduled for annexation tentatively for the month of August and September.

3. Economic Development: **Page 2**

- The Planning Board held a workshop on June 18, 2012 for staff to present the proposed Master Plan and design standards documents. Legal Department staff has reviewed the material and transmitted comments and recommendations to Tomoka Holdings. Staff has transmitted their recommended amendments to the Master Development Plan to Tomoka Holdings for their review. Staff arranged a conference call with Tomoka Holdings to discuss the few remaining issues in the MDP. The

issues have been resolved and the documents are expected to be reviewed by the Planning Board at their July 11, 2013 meeting. Following the meeting with the Planning Board, staff will present the findings to the City Commission for review and approval. Staff will begin discussions with Tomoka Holdings regarding the construction of infrastructure to the Commerce Park portion of the project and a plan for opening up sites for business development.

4. Airport: **Page 3**
5. Finance: **Page 3**
6. Fire: **Page 4**
7. Human Resources **Page 5**
8. Information Technology: **Page 6**
9. Leisure Services: **Page 7**
 - Athletics Maintenance. **Page 7**
 - Future Events at PAC. **Page 8**
 - Parks Maintenance. **Page 9**
 - Building Maintenance. **Page 9**
10. Police: **Page 10**
 - Community Service/Animal Control. **Page 10**
 - Criminal Investigations. **Page 10**
 - **Comments: Page 11**
 - Residential Burglary: Investigators received an AFIS hit on a latent print recovered from a residential burglary on Carib Drive. Investigation continues and charges are forthcoming.
 - Car Break: A vehicle was broken into at the Wal-Mart and a suspect vehicle was identified. The investigation identified a possible subject who was using the vehicle and it was determined that he pawned one of the items stolen from the victim's vehicle. Investigation continues and charges are forthcoming.
 - Distraction Theft: Two black females entered the Twice as Nice store located on South Yonge Street. One of the subjects distracted the owner while the other stole a bank bag and the victim's wallet. The victim's credit cards were later used at the Volusia Mall. Investigation is ongoing.
 - Assault: Female victim reports that she was assaulted while receiving a massage at Emerald Nail and Spa. Investigation is ongoing.
 - Felony Lane Smash and Grab Burglaries: Three subjects from Fort Lauderdale were arrested for several car burglaries (Pirates Cove and Granada Bridge x2). Property found from the arrest identified the subjects for several other similar burglaries outside of the city.
 - Operations – Summary of specific crimes. **Page 11**
 - Neighborhood Improvement. **Page 13**
 - Zone 2
 - 171 Marvin Road – Received a complaint that the owners of this property are running a business from their home. An onsite inspection was conducted. The owners operate chair concessions along the beach. The chairs have been kept on flatbed trucks stored at the house. The owners were advised that the equipment associated with the business could not be kept at the residence. They have agreed to relocate the equipment.

11. Public Works **Page 13**

- Engineering: **Page 13**
 - Tymber Creek Phase I – Wing walls for the box culvert crossing are being formed and the section of road widening between the SR40 and the Little Tomoka River continues to be constructed. Once the section of road and corresponding part of the box culvert is completed, the lanes will be temporarily shifted to the west, so that the old bridge can be removed and replaced with a box culvert in order to complete the road widening crossing the river. **Page 14**
 - Downtown Underground Utilities Conversion - A recommendation for bid approval was reviewed at the June 3, 2013 meeting. AT&T has been provided the revised easement for their review. Steve Quina is finalizing the reconnection agreements and plans on taking them to property owners the week of May 27; Steve Quina has prepared reconnection agreements and is in the process of having them signed by property owners, Staff met with Highlander properties (Dorian Burt) Tuesday, May 28. Engineering met with Sunesys on June 3, 2013 to review their plan for the modifications to the downtown. A meeting with Level (3) scheduled for May 30 was postponed. **Page 15**
- Environmental Management Division: **Page 16**
 - Street Maintenance/Asphalt/Concrete. **Page 16**
 - Tree Crew. **Page 16**
 - Stormwater Maintenance. **Page 17**
 - Street Sweeping. **Page 17**
- Fleet Operations: **Page 17**
- Utilities: **Page 18**
 - SR 40 from Tymber Creek Road to Perrot Resurfacing – All City required activities completed at current for FDOT agreement for work to be performed by highway contractor – awaiting construction commencement. **Page 19**
 - Tymber Creek Road Phase 1 Utility Relocation Project – Road widening activities between the SR40 and the Little Tomoka River underway. Utilities staff supporting contractor activities as necessary with outage for piping deflection near Moss Point scheduled for next week. **Page 19**
 - Temporary Disinfectant Conversion in Water Supply: The Utility will temporarily modify the disinfectant used for the City's potable water system. From June 10 to July 1, the disinfection of the water distribution system will be performed with free chlorine rather than chloramines. The conversion is recommended by the DEP and is a common practice among Utilities. **Page 21**

12. Support Services/City Clerk **Page 22**