

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: August 23, 2013

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Met with PW Operations staff
- One on one meetings with City Attorney, Planning Director, and Fire Chief
- Weekly staff meeting with Directors
- Fleet discussion with Assistant City Manager and Fleet Manager
- State of the City preparation meeting with City staff
- Budget discussion with Assistant City Manager and Accounting Manager

Spoke to, attended and/or met with:

- Individual agenda review meetings with Commissioner Boehm and Commissioner Stowers
- Rotary meeting
- Ribbon cutting Taxiway Alpha project
- Discussion with Jeff Lefever and City staff regarding airport issues
- General discussion with auditor Nick Bilotta of James Moore & Co.
- Community Organization Active in Disaster meeting hosted by Volusia County
- General discussion with David Neubauer on Ellinor Village property for sale and public parking beachside
- Public Works Advisory Board meeting

2. Community Development: **Page 1**

- The Planning Director attended the TCC Meeting of the TPO. The major item of discussion was the placement of the Pioneer Trail Interchange on to the Unfunded Needs portion of the Long Range Transportation Plan. The vote was 9-8 to approve it. The Planning Director voted against placing it on the Unfunded Needs List since no one on the TPO staff or within the TCC Committee could explain the regular process for adding projects to the LRTP could not be followed. The most appropriate process is for the TPO to have this project modeled and evaluated as part of the 2040 LRTP Update to determine its contribution to the entire road network. The 2040 LRTP Update will be completed by September 2015. The most recent data available indicates the interchange is not needed.

3. Economic Development: **Page 2**

**Ormond Crossings**

- The Planning Board unanimously approved the Ormond Crossings Master Development Plan at their July 11, 2013 meeting and staff presented the findings to the City Commission on August 20. Second reading of the ordinance is scheduled for September 3. Staff met to discuss strategies for the construction of infrastructure to the Commerce Park portion of the project and a plan for opening up sites for

business development. A meeting with Tomoka Holdings will be arranged following final approval by the Commission.

4. Airport: **Page 3**
5. Finance: **Page 4**
6. Fire: **Page 5**
7. Human Resources **Page 5**
8. Information Technology: **Page 7**
  - Notable Events:
    - Major failure within the network storage system known as a SAN. The system's internal redundancy prevented data loss and disruption of service. The vendor, HP Lefthand, was very responsive in diagnosing the problem and sending 4 replacement disk drives. The data redundancy rebuilt over the weekend.
    - IT staff participated in a site visit to the City of Ocala with Planning and Engineering staff to see how they are utilizing the ProjectDox system for electronic plans submittal and review.
9. Leisure Services: **Page 7**
  - Athletics Maintenance. **Page 8**
  - Performing Arts Center. **Page 9**
  - Parks Maintenance. **Page 10**
  - Building Maintenance. **Page 10**
10. Police: **Page 11**
  - Community Service/Animal Control. **Page 11**
  - Criminal Investigations. **Page 11**
  - Comments:
    - Residential Burglary Arrest: Tomoka Oaks burglar (Mr. Velez) investigation is complete. Velez is still in custody at the Brach Jail and ten burglary cases have been cleared. Properties from at least seven of the burglaries were recovered during a search warrant of the suspect's residence. **Page 12**
    - Operations – Summary of specific crimes. **Page 12**
    - Neighborhood Improvement. **Page 14**
11. Public Works **Page 14**
  - Engineering: **Page 14**
    - Airport Rd. Forcemain Extension/Reclaimed Water Main Extension – Prepared design for a pressure relieve valve system on the reclaimed watermain inflow line to the Breakaway Trails storage tank site. The flow capacity of the new reclaimed line has been excellent, without the need to run the pressure boosting system located on Airport Road. The reclaimed flow has been sufficient to meet the irrigation needs of Breakaway Trails and maintain proper tank levels for fire protection. The reclaimed system does experience pressure spikes when the automatic valve at the storage tank site closes when the tanks are full. Currently, the system overpressure is being managed by maintaining a partially opened bypass valve, but this creates a gradual overflow of the tanks, until system demand is increased during the night for irrigation. The pressure relieve valve system will eliminate this problem and allow the system to be run fully automated.

- Central Park Lake Interconnects – With receipt of the clearance from the Health Department, the contractor was able to make the connection between the new relocated raw water main and existing raw water main. The contractor also assembled the Aluminum arch culvert and will plan to install it next week. Dewatering activities are underway this week in preparation of installing the culvert next week. Division Avenue will remain the detour for both this closure and the Hand Avenue project during this time. **Page 15**
  - OBSC Roadway Improvements - Staff is negotiating consultant proposal for designing improvements to the parking lot adjacent to the Airport Tower fence to correct existing drainage problems, replacement of the deteriorated asphalt and improve parking space utilization. This parking lot area will connect to the proposed perimeter road and one of the existing Sports Complex access roads off of Hull Road. The design for the Doug Thomas Way extension grading and paving plans and milling and resurfacing of the OBSC main entrance road off of Hull Rd was completed. Received geotechnical report for soil borings along the path of the proposed perimeter road which includes a portion of wetlands that is being mitigated for. The additional geotechnical information will be used for completing final roadway design of the perimeter road and provide contractors with important information regarding subsurface soil conditions. **Page 16**
  - Environmental Management Division: **Page 17**
    - Street Maintenance/Asphalt/Concrete. **Page 17**
    - Tree Crew. **Page 17**
    - Stormwater Maintenance. **Page 18**
    - Street Sweeping. **Page 18**
  - Fleet Operations: **Page 19**
  - Utilities: **Page 19**
    - Mainland, North & South Peninsula area 2-inch Water Main Replacement Projects are underway. Plumber quotations were received to install the service lines from the house to the relocated meter as applicable.
    - John Anderson Drive Roadway Improvements – A preconstruction meeting is scheduled on August 27<sup>th</sup>. **Page 20**
    - Root Control Services – Contractor requested to start work on September 9th. Project notice and maps are currently being prepared to notify affected customers and for placement on City's web site. **Page 20**
12. Support Services/City Clerk **Page 23**