

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: October 11, 2013

- City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Met with Public Works Operations staff
- Began administering Director evaluations
- One on one meetings with IT Manager and HR Director

Spoke to, attended and/or met with:

- Rotary meetings (golf tournament and general meeting)
- Met with Teresa Rogers, YMCA, regarding the Y's expansion and grant opportunities
- State of the City
- County meeting at The Casements regarding beach issues
- Plaque presentation for Fire Captain Joe King who retired
- Spoke at CFOB meeting, provided update on the City
- LEAPS training on diversity
- As requested, general discussion with Commissioner Kent
- As requested, agenda review with Commissioner Stowers
- General discussion with Wayne Grant, Ormond Observer
- Team Volusia Board of Directors meeting

- Community Development: **Page 1**

- Staff participated in a Webinar presentation on the Biggert-Waters Federal Statute regarding flood insurance reform. It is estimated that the number of properties that will be affected in Ormond Beach by flood Insurance reform is 71 with another 23 properties still under review. Those directly affected include 3 single family or condo units that are secondary homes; 9 businesses and 36 single family or condo units that are primary residences. Seven pre-flood insurance rate map and 16 multi-family structures are under review. Not affected are approximately 5,329 properties which have flood insurance. The Association of State Floodplain Managers' maintains a webpage that contains a number of informative documents at http://floods.org/index.asp?menuID=651#BW-12_Implementation.
- The Department has prepared an award entry to FPZA Surfcoast Chapter on the City's Low Impact Development Ordinance and Manual. The category for submittal will be "Outstanding Sustainability Initiative." **Page 2**

- Economic Development: **Page 2**

Ormond Crossings

- 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. Discussions with Tomoka Holdings on construction of utilities and roadways into the Commerce Park are forthcoming.

Airport Business Park

- ECN purchased the Reflections Building #1 and is planning a major \$1.25 million renovation to accommodate their 62 existing employees and approximately 30 additional employees over the next 3 years. Staff will be monitoring the renovation and job creation initiatives as part of the growth assistance agreement.

- Airport: **Page 3**

- Finance: **Page 4**

- Fire: **Page 5**
Significant Incidents
 - 10/6/13, 10:01 PM: Talaquah Blvd. – Structure Fire – Fire started in trash can at back of house – extended to exterior wall and into soffit area – crews investigated for further extension into attic, none found – crews ventilated smoke filled house – ash tray was emptied into trash can shortly before fire began.

- Human Resources **Page 5**

- Information Technology: **Page 7**
Geographical Information Systems (GIS)
 - Notable Events:
 - Unable to do post processing of the GPS water meter locations collected this week due to the Federal Government shutdown including the National Geodetic survey website which fine-tunes the positional accuracy of the data collected.

- Leisure Services: **Page 7**
 - Athletics Maintenance. **Page 8**
 - Performing Arts Center. **Page 9**
 - Parks Maintenance. **Page 10**
 - Building Maintenance. **Page 11**

- Police: **Page 11**
 - Community Service/Animal Control. **Page 12**
 - Low Cost Shot Clinic scheduled for tomorrow, October 12th, 2:00-4:30 pm, at the Police Department.
 - Criminal Investigations. **Page 12**
Comments:
 - Fraud: Investigators have identified a female caregiver who used an elderly female's credit card to buy personal items for her.
 - Missing Juvenile: A missing juvenile that ran away back in June from the Calvary church has been located and returned to his foster care home. Three juveniles fled from the church while attending a church function. All three juveniles are in foster care and frequently run away. All three have now been located.
 - Operations – Summary of specific crimes. **Page 13**
 - Neighborhood Improvement. **Page 14**

- Public Works **Page 15**
 - Engineering: **Page 15**
 - 2-inch Water Main Replacement – Mainland – The new watermain on Oleander was pressure tested and BACTs have been taken for clearance. Work continues on installing new watermain west of S. Beach Street along Plaza Grande.

- Cassen Fishing Pier and Guardrails Under Bridge – Engineered structural drawings have been completed for the guardrail foundations. The contractor is preparing the Building permit application for submittal.
- Downtown Median Landscaping – The irrigation system is complete. The electrical infrastructure is 80% complete. The palms are scheduled for installation on October 13, 14 and 15. **Page 16**

- Environmental Management Division: **Page 17**
 - Street Maintenance/Asphalt/Concrete. **Page 17**
 - Tree Crew. **Page 17**
 - Stormwater Maintenance. **Page 18**
 - Street Sweeping. **Page 19**

- Fleet Operations: **Page 19**

- Utilities: **Page 19**
 - John Anderson Drive Project – Contractor is continuing with construction of the force main in the Dormont area.
 - SR 40 from Tymber Creek Road to Perrot Resurfacing – Awaiting construction commencement by FDOT Contractor. **Page 20**
 - Hazardous Materials Training: Staff is obtaining training material for the revised OSHA Hazard Communication Standard which is being phased in over the next two years. Once the new materials are received, a training session of the new standards will be scheduled with affected staff. **Page 22**

- Support Services/City Clerk **Page 22**