

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: October 18, 2013

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Continued administering performance evaluations with directors
- Weekly staff meeting with directors
- One on one meetings with HR Director and Planning Director
- Employee of the Quarter committee meeting
- Met new police officer, Kenneth Long

Spoke to, attended and/or met with:

- On Sunday, flew to Palatka Kay Larkin Municipal Airport with Al Jorczak. We reviewed the facility, and discussed Ormond Airport tenants
- Conference call with City staff and Enterprise Resource Systems
- City staff and I met with County staff regarding utilities on the north peninsula
- Volusia Legislative Delegation meeting in DeLand
- Dr. Edison Jackson, inaugural celebration as President for BC-U
- FCCMA Executive Committee conference call
- Alliance for Innovation meeting
- Spoke with Julia Truilo, MainStreet Executive Director, on various topics including public art, MainStreet beautification and bridge lighting.
- ICMA Task Force conference call
- City of Ormond Beach Claims Committee meeting

2. Community Development: **Page 1**

- Staff attended the neighborhood meeting on the development of 550 West Granada Boulevard for 30 units and commercial/office space. Thirteen people attended. The meeting was held outside on the sidewalk in front of Unit #5 of 500 West Granada Boulevard because the unit was not energized. Issues expressed by the residents: entry onto Old Tomoka Road; two story homes not in character with single story homes on Old Tomoka; tree preservation; removal of dumpster location away from the residential area; and higher wall than 6 foot. Regarding access onto Old Tomoka Road, tree preservation and the dumpster relocation, these issues can be addressed to the satisfaction of the residents. The wall and two story configuration cannot. What was surprising was the lack of concerns regarding drainage and flooding. The property is a receiving area for surrounding drainage and it is located in a flood zone. The development will be required to perform compensatory storage on flood plain displacement while accommodating the run-off from the development and surrounding properties. It appears the garages of these units will be at 1 foot below flood level. While this is permitted, the units must be built to ensure all electrical work is above flooding. Also, staff intends to require that a note be placed on the plans and the Declaration and Covenants that the units have flood potential.

- Staff continues to work on an Itinerate Merchant proposal that is to be provided to Volusia County as part of the various agreements we are pursuing on North US 1. The latest provision has been circulated for review with comments received for evaluation. **Page 2**
3. Economic Development: **Page 2**
Airport Business Park
 - Staff is working with a local manufacturing company to facilitate the development on the City's vacant property in the Airport Business Park. A conceptual plan is being designed to determine the feasibility of the project.
 4. Airport: **Page 3**
 5. Finance: **Page 3**
 6. Fire: **Page 4**
Significant Incidents Page 5
 - 10/11/13, 7:07 AM: Nova Rd./W. Granada Blvd. – Car vs. Motorcycle Accident – Car pulled out into path of motorcycle causing t-bone type accident – motorcyclist transported as a trauma alert – two firefighter paramedics assisted with patient care during transport to hospital.
 - 10/11/13, 7:10 AM: 281 Ocean Shore Blvd. – Car vs. Palm Tree – Upon arrival found vehicle with heavy damage to windshield and passenger side - vehicle resting between several trees – single occupant located in driver seat – patient transported as a trauma alert.
 7. Human Resources **Page 5**
 8. Information Technology: **Page 6**
 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 12**
 - Criminal Investigations. **Page 12**
Comments:
 - Grand Theft: A \$3,000.00 ring was reported missing from a residence on Green Forest Dr. Investigators have identified a possible suspect from an extermination company.
 - Grand Theft: The owners of Haynes Brothers Furniture store found that someone had entered a gated area at the rear of the business and dismantled six commercial air conditioner units for the coils. Investigators and evidence personnel processed the crime scene for latent prints. Investigators contacted local scrap yards and developed a possible suspect.
 - Operations – Summary of specific crimes. **Page 13**
 - Neighborhood Improvement. **Page 15**

11. Public Works **Page 15**

- Engineering: **Page 15**
 - 2-inch Water Main Replacement – Mainland – Clearance application for the new watermain on Oleander was submitted to the VCHD. Site restoration was completed on Parque Dr. and Andalusia Ave. Work continues on installing new watermain west of S. Beach Street along Plaza Grande.
 - 2-Inch Waterline Replacement – North Peninsula - The contractor is currently pressure testing, chlorinating, and taking bacteriological samples of the mains installed for the Aqua Vista cul-de-sacs; signed clearance forms for the first four cul-de-sacs were submitted to Volusia County Public Health Unit for their sign off. Work is progressing on River Drive.
 - 2-inch Water Main Replacement - South Peninsula – The contractor has installed all new service connections on Riverside Drive, Marvin Drive, Ivanhoe Drive, Cardinal Drive, Jamestown Drive, Stanford Road, and Princeton Avenue. Main installation is occurring on Magnolia Street and Pine Road. A proposed schedule has been posted on the City's website and will be updated monthly.
- Environmental Management Division: **Page 18**
 - Street Maintenance/Asphalt/Concrete. **Page 18**
 - Tree Crew. **Page 18**
 - Stormwater Maintenance. **Page 18**
 - Street Sweeping. **Page 19**
- Fleet Operations: **Page 19**
- Utilities: **Page 19**
 - Tymber Creek Road Phase 1 Utility Relocation Project – A potential conflict between the force main and the proposed storm sewer was discovered at the Breakaway Trails entrance. An on-site meeting was conducted for further investigation. **Page 20**
 - Met with Volusia County staff to discuss recent North Peninsula Utilities Corporation potential wastewater certificated area expansion proposal. **Page 20**

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