

**City of Ormond Beach
Memorandum**

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: November 15, 2013

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- US1 corridor standards pre-meeting with Planning Director
- Prepared speaking engagement for Volusia County Women's Network
- One on one meeting with Economic Development Director

Spoke to, attended and/or met with:

- Veterans Day Tribute at Ormond Memorial Art Museum & Gardens
- Mayor, City staff and I met with Ormond Chamber of Commerce Executive Director Rick Fraser and a group of citizens regarding the US1 corridor
- State of the City Recap and After Action Report – Mayor Kelley
- United Way campaign meeting with Holly Hill City Manager and his department heads
- Speaking Engagement for Volusia County Women's Network – Issues Facing Municipalities in Volusia County
- FCCMA Symposium and FCCMA Board meeting

2. Community Development: **Page 1**

- The Planning Director met with the City Attorney to discuss annexation, land use and zoning issues expressed by a legal representative for Crowne @ Ormond Beach. First Reading and Public Hearing is scheduled for Crowne Point, a 272 unit multifamily development on Williamson, for the November 19th City Commission meeting. Assurances were expressed by the Planning Director in a letter to Crowne's legal representative that the City will ensure Crowne @ Ormond Beach will be a conforming property after annexation. The City Attorney has also revised the annexation ordinance to express the intent of the City to provide Crowne @ Ormond Beach a land use and zoning designation that will make the as built density on the ground conforming.

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. A purchase and sale agreement has been signed by the buyer and will be presented to the Commission at the November 19 meeting. The company plans to initially construct a 20,000 square foot manufacturing facility and hire approximately 20 employees.

4. Airport: **Page 3**

5. Finance: **Page 4**

6. Fire: **Page 4**
7. Human Resources **Page 5**
8. Information Technology: **Page 7**
 - Notable Events:
 - IT Manager - Attended Daytona State College - School of Computer Science Advisory Committee Meeting discussing curriculum changes to better match industry needs.
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:
 - Assisted the Secret Service in a counterfeit money operation where the subject was identified, arrested and evidence seized.
 - Auto Theft: Subjects responsible for stealing a vehicle from an eastside gas station are believed responsible for several car burglaries throughout the city.
 - Operations – Summary of specific crimes. **Page 13**
 - Neighborhood Improvement. **Page 14**
11. Public Works **Page 15**
 - Engineering: **Page**
 - 2-inch Water Main Replacement – Mainland – Pressure testing of the new watermains was performed on Buena Vista Ave, Cordova Ave, Plaza Grande and S. Beach St. and Forest Court. Approximately half of the new watermain has been installed by directional drill along Mayfield Terrace. The remaining schedule was updated, with Lucerne Circle and Mill Run Court being preliminarily worked on with field locates of existing utilities
 - 2-Inch Waterline Replacement – North Peninsula - The contractor has completed pressure testing, chlorinating, and taking bacteriological samples of the mains installed for the Aqua Vista cul-de-sacs; a partial clearance has been issued by the Volusia County Public Health Unit for the first four cul-de-sacs. Signed clearance forms for the remaining four cul-de-sacs have been submitted to Volusia County Public Health Unit for their sign off this week. Work is progressing on Riverbreeze Drive, main line work has been installed on the cul-de-sacs off of Ann Rustin, and the contractor is beginning work on the directional bores at Royal Dunes Circle and Royal Dunes Drive the week of November 11, 2013.
 - 2-inch Water Main Replacement - South Peninsula – The contractor has installed all new service connections on Ivanhoe Drive, Cardinal Drive, Jamestown Drive, Stanford Road, and Princeton Avenue. Water main and reuse main installation is occurring on Magnolia Street and Pine Road. Completion of testing prior to placing in service for Riverside Drive and Marvin Drive is underway. Work has begun on water main installation on Magnolia Drive and Seton Trail. A proposed schedule has been posted on the City's website and will be updated monthly. **Page 16**

- Environmental Management Division: **Page 18**
 - Street Maintenance/Asphalt/Concrete. **Page 18**
 - Tree Crew. **Page 18**
 - Stormwater Maintenance. **Page 19**
 - Street Sweeping. **Page 19**
- Fleet Operations: **Page 20**
- Utilities: **Page 20**
 - John Anderson Drive Project – John Anderson Drive road closures started and will be in effect at the intersection of John Anderson Drive and N. Halifax Drive and from Ocean Terrace to Amsden Drive. The force main tie in at Amsden Dr. is being performed. Costs associated with revisions to piping at Lift Station 6P are being evaluated.
 - US1 Resurfacing from Hernandez to Nova – Met with FDOT to discuss resolutions to the conflict between the guard rail to be relocated at Mile Post (MP) 6.94. FDOT is investigating using guard rails with a shallower penetration to prevent impacts to the water main if the guard rails were hit. **Page 21**
 - Prepared Agenda Item for City Commission consideration of North Peninsula Utilities Corp. application to FPUC for amendment of wastewater certificate area for added service territory. **Page 21**

12. Support Services/City Clerk **Page 24**