

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: January 10, 2014

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Strategic planning preparation
- One on one meetings with HR Director, IT Manager, Fire Chief, Utilities Manager and Police Chief
- Discussion with staff on short term rentals
- Staff meeting with Directors
- Meeting with Public Works Operations staff
- Employee of the Quarter committee meeting
- General budget discussion with Assistant City Manager and Finance Director

Spoke to, attended and/or met with:

- Rotary golf tournament planning and general meeting
- FCCMA Winter Institute panel participant conference call
- As requested agenda review meetings with Commissioner Stowers and Commissioner Boehm
- GFOA project - budget review of City of Hutchinson

2. Community Development: **Page 2**

- The Planning Director met with the Ormond Renaissance Condominium Group regarding the old Memorial Hospital Site. A land use plan amendment was filed to change 13.7 acres from Public Institutional to Office Professional. The zoning will be a Planned Business Development for a proposed multi-family residential development of 286 for-sale units ranging in size from approximately 1300 square feet for 2br/2ba units (60%) to 1500 square feet for the 3br/2ba units (40%). The units will be located in 11 5-story, 26 unit buildings including one level of parking on the ground floor. Associated amenities such a club house/pool and a 1 acre church site is also to be provided.

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 with Padwell Holdings has been signed by the buyer and approved at the November 19 Commission meeting. The company is working with a local bank to secure the financing and if approved plans to initially construct a 20,000 square foot manufacturing facility and hire approximately 20 employees.

Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County

- Staff met with a Team Volusia business prospect from Canada that is interested in a second plant in Florida. Staff had the opportunity to present to the company representatives the benefits of locating their business in Ormond Beach. Further visits and meetings are expected in 2014.

4. Airport: **Page 3**
5. Finance: **Page 4**
6. Fire: **Page 5**
7. Human Resources **Page 5**
8. Information Technology: **Page 6**
9. Leisure Services: **Page 7**
 - Athletics Maintenance. **Page 8**
 - Performing Arts Center. **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**
 - Business Burglary: Investigators have identified a suspect in a recent business burglary from latent prints found at the crime scene. Investigation is still ongoing.
 - Business Burglary: Investigators believe they have located stolen property from a recent business burglary on Craig's List. Investigation is ongoing.
 - Fraud: Investigators believe that the identity of a subject involved in identity theft and fraud (theft of \$8,000.00) has been identified after a tip was received off a social media site.
 - Operations – Summary of specific crimes. **Page 11**
 - Neighborhood Improvement. **Page 13**
11. Public Works **Page 13**
 - Engineering: **Page 13**
 - Tymber Creek Phase I – The southbound lane road base is being completed. Met with County inspector to determine forcemain shut down and relocation of existing valve which conflicts with new curbing at the intersection of SR40 and Tymber Creek Road widening. Staff is also working with the County to resolve minor damage done during construction to the traffic control light at the Tymber Creek-River Chase Way intersection.
 - Hand Avenue – The final asphalt lift was installed and the road is now open. The thermoplastic striping has been installed as well. The contractor has completed minor punchlist items and submitted as-builts. The engineer is coordinating final project closeout documents. **Staff was notified that the Hand Avenue project was voted a Top 10 Project by the Storm Water Solutions publication. For more information, please see page 6 of the December 20, 2013, Weekly Review, which can be found on the City's website, www.ormondbeach.org, click on "newsletters/updates" on the left hand side of the webpage.** **Page 14**
 - 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 17**
 - Concentrate Piping Connection to Reuse Storage Tank – Bids were received. Tomoka Construction was the sole bidder for \$167,220. The bid was reviewed and a savings of \$13,600 can be realized by selecting the directional drilling option. A Commission memo was prepared for contract award at the February 4, 2014 City Commission meeting.
 - Mainland, North & South Peninsula 2-inch Water Main Replacement –Mainland: Volusia County Health Department Clearance received for Zones J and H. Water main installed on Greenwood Ave. from N. Beach St. to Ridgewood Ave. North Peninsula: Clearances for the cul-de-sacs connected to Ann Rustin Drive were approved by the Department of Health. South Peninsula: The contractor has installed all new service connections on, Ivanhoe Drive, Cardinal Drive, Jamestown Drive, Stanford Road, and Princeton Avenue.
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12. Support Services/City Clerk **Page 21**

- Audience Polling System
 - Project Status: Web training completed; IT coordinating installation on user stations