

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: January 24, 2014

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly staff meeting with directors
- One on one meeting with IT Manager and HR Director
- Reviewed Shade Meeting presentation with staff
- Discussion with City staff regarding the proposed Tomoka Marathon and 5K
- General budget discussion with Assistant City Manager
- Discussion with City staff on the beachfront park regarding storm drainage issues

Spoke to, attended and/or met with:

- Agenda review with Commissioner Boehm
- City/County Managers' monthly meeting
- Held Meeting with the Manager, special guest was Rick Fraser, Executive Director for the Ormond Beach Chamber of Commerce
- Meeting with Economic Development Director and Christopher Challis
- Attended Ormond Beach Chamber of Commerce Annual Dinner

2. Community Development: **Page 1**

- Staff attended the Technical Coordinating Committee meeting of the MPO. Of interest to Ormond Beach was FDOT's road reclassification project. John Anderson from Halifax to SR 40 will be changed from a collector to a local urban road to reflect city commission action on the Comprehensive Plan amendment in 2012 and Airport Road from Tymber Creek Road to SR40 will be added as a collector.

3. Economic Development: **Page 2**

Ormond Crossings

- Staff met with Tomoka Holdings engineering staff to discuss the design and construction process for Crossings Boulevard and related utilities. Staff is scheduled to meet with Tomoka Holdings on January 30 for further discussions regarding the installation of infrastructure into the Commerce Park portion of the project.

4. Airport: **Page 3**

- The cadets of the Ormond Beach Civil Air Patrol Color Guard Team are preparing to compete in the state-wide Florida Wing Color Guard Competition at Patrick Air Force Base on Saturday, February 1st.

5. Finance: **Page 3**

6. Fire: **Page 4**

7. Human Resources **Page 5**

8. Information Technology: **Page 6**
9. Leisure Services: **Page 7**
 - Athletics Maintenance. **Page 7**
 - Performing Arts Center. **Page 8**
 - Building Maintenance. **Page 9**
 - Parks Maintenance. **Page 10**
10. Police: **Page 10**
 - Community Service/Animal Control. **Page 11**
 - Criminal Investigations. **Page 11**
 - Business Burglary: Investigators are looking into a business burglary that occurred at Mower Depot. The culprits entered the building cutting a hole through the building (aluminum siding) and removed numerous items. Investigation is ongoing. Note: The owner was notified that an inside motion detector had been activated, but he did not respond due to several recent false alarms. Subsequently, the alarm was not reported to the Police Department.
 - Grand Theft: Investigators located stolen property from Lowe's on Craig's List. Subject who stole the item from Lowe's has been identified and arrested for grand theft and dealing in stolen property.
 - Shooting: Investigators responded to a shooting. The investigation revealed that the subject was cleaning his rifle when it went off and struck him in the face. The subject was treated with non-life threatening injuries.
 - Operations – Summary of specific crimes. **Page 12**
 - Neighborhood Improvement. **Page 14**
11. Public Works **Page 15**
 - Engineering: **Page 15**
 - Tymber Creek Phase I – The project is expected to be completed on April 7, 2014. Traffic is expected to be rerouted to the west side of the road starting January 24, with the existing old bridge being demolished, starting February 3. The City's utility relocation component of the project is 95% complete.
 - Central Park Lake Interconnects –Hammock Lane was paved and the roadway is open to traffic. Off-road work is nearly complete with sidewalk and restoration work being completed. Division Avenue has been paved and contractor will be installing the safety rail for the sidewalk this week and complete striping. The road should be opened by next week. Substantial completion should occur by the end of the month on this project.
 - 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 19**
 - Utilities: **Page 19**
 - Mainland, North & South Peninsula 2-inch Water Main Replacement –Mainland: Clearance applications for Mayfield Terrance and Mill Run Court were submitted to VCHD. North Peninsula: New meters have been set along Riverbreeze Drive. South Peninsula: Riverside Drive & Marvin Drive - cleared by FDOH. The contractor has installed all new service connections on Ivanhoe, Cardinal, Jamestown, Stanford, and Princeton. **Page 20**

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- John Anderson Drive Project – Site meeting was held to discuss upcoming reclaimed water main and force main piping relocations/upgrades and effective construction sequencing for minimizing disruptions. Current area of concern is near JAD & Neptune Drive intersection (Lift Station 6P). **Page 20**

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