

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: March 14, 2014

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Held quarterly staff meeting with Division Managers and Department Directors
- One on one discussions with Utilities Manager, IT Manager, Police Chief, HR Manager and Risk Manager
- Field Day with stormwater crew
- General budget discussion with Assistant City Manager and Finance Director

Spoke to, attended and/or met with:

- Rotary meeting
- Chamber of Commerce Corporate Challenge
- Held meeting with the Manager
- Discussion with attorney Mark Levitt, Assistant City Manager and Finance Director on union negotiations
- Tiger Bay lunch meeting, John Morgan was the guest speaker
- Met with Luke Miller and Frank Tumello of the F.A.I.T.H. organization, discussed homelessness efforts
- Attended Volusia County Housing Programs workshop, held in the training room at City Hall
- General discussion with Wayne Grant of The Observer

2. Community Development: **Page 1**

- A Noise Assessment Test has been established for Riptides Restaurant located at 869 South Atlantic. Due to a complaint, NID issued a violation for outside music without the proper approval from the City. Outdoor music is an Outdoor Activity requiring a Special Exception with a recommendation from the Planning Board to the City Commission. Upon completion of the test and depending on the test results, an application will be filed with any noise attenuation measures included.

3. Economic Development: **Page 2**

Ormond Crossings

- Staff met with Tomoka Holdings to discuss the next steps to the installation of infrastructure into the Commerce Park portion of the project. Discussions on the sources of infrastructure funding are expected over the next several weeks.

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

7. Human Resources **Page 4**

8. Information Technology: **Page 6**
9. Leisure Services: **Page 7**
 - Athletics Maintenance. **Page 8**
 - Performing Arts Center. **Page 9**
 - Building Maintenance. **Page 10**
 - Parks Maintenance. **Page 11**
10. Police: **Page 11**
 - Community Service/Animal Control. **Page 11**
 - Criminal Investigations. **Page 11**
Comments: **Page 12**
 - Missing Person: Missing adult who was reported as suicidal was located. The subject was interviewed and she stated she was back on her medication and was fine.
 - Residential Burglary: Investigators identified the suspects in a recent burglary on Northside Drive. The suspects have been charged with additional thefts in the Ormond area as well.
 - Grand Theft: Investigators identified the subject responsible for the theft of scrap metal from John Anderson Dr. Complaint Affidavit filed.
 - Car Break: Deputies located a subject who broke into a van at Ormond in the Pines. The subject was located at a Holly Hill motel, interviewed and confessed. The subject took investigators to the location where he had sold the victim's property and the stolen items were recovered. Subject was arrested and charged with grand theft, burglary, and dealing in stolen property.
 - Operations – Summary of specific crimes. **Page 12**
 - Traffic Unit **Page 14**
 - Crash Investigation General Information: Two Serious Bodily Injury Crashes involving motorcycles 14-03-00136; 14-03-00140; 14-03-00209 crash with injuries; female was standing next to her scooter when she rolled on the throttle. Female began to run with the scooter when she eventually fell. Scooter drove over the females' leg severely cutting her; Monday – Crash- Hull Road and N US-1, truck into a power pole on east side of roadway. No injuries, but did snap the power pole in half, FPL responded and braced the pole for now until they can get a crew to fix it. **Page 15**
 - Neighborhood Improvement. **Page 15**
11. Public Works **Page 15**
 - Engineering: **Page 15**
 - Hand Avenue – The ribbon cutting ceremony is currently scheduled for April 24th at 5:30 at the parking area on Hammock Lane. Canoes will be available for anyone wishing to canoe the lakes following the ribbon cutting ceremony. Staff approved the final pay request to close out the project. The project was \$108,740 under the approved contract cost due to adjustment of final quantities that included a reduction of stormwater piping due to field modifications that were able to be made during construction. Staff was able to eliminate a portion of large diameter pipe and redirect flows to another area that provided required treatment.
 - Central Park Lake Interconnects –Staff was concerned about the narrow width of the canal at Division as compared to the canal width constructed on Hand Avenue. Therefore the contractor was directed to widen the canals by approximately 10 feet to a total width of around 20 feet at normal water elevation. This work is expected to occur next week. **Page 16**
 - Downtown Underground Utilities Conversion - The installation of primary distribution facilities is complete throughout the downtown. The contractor is currently working through the disconnection and reconnection of services to individual properties, having completed this process to all properties south of Granada Blvd. The final service

conversions will be complete by March 31, 2014. During the week of March 10 conduit for Side Street lighting (Washington, Ridgewood, and Lewis) will begin to be installed; this work will continue through March 20, with the installation of wiring within the conduit continuing through the following week. Light poles will be installed (off Granada) the week of March 24 through April 2, 2014. Conduit for the Granada Boulevard lighting will begin on March 24 and continue for two weeks. Wiring and hand holes will be installed beginning the last week of March on the south side of Granada, and continue through mid April on the north side. Florida Power and Light will begin removal of overhead utilities on April 1. This process will take approximately three weeks for the south side and an additional three weeks on the north side with full removal of overhead utilities complete approximately May 16. Upon removal of overhead utilities, Granada street lighting installation can occur; the contractor anticipates installation of Granada street lights during the last week of April with those on the north side occurring the following week. Removal of existing FPL Power poles is anticipated to be complete by mid May with full restoration complete by the end of May. **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 19**
- Utilities: **Page 20**
 - 2-inch Water Main Replacement – Mainland: Clearance was received for Cumberland and Greenwood Avenue. New water meters and services were installed. Directional drilling completed on Curved Creek Way and Echo Woods Way. North Peninsula: Final clearances are scheduled to be completed this week. South Peninsula: The contractor has completed all work except for the final connection at Seton Trail.

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