

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: April 4, 2014

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- One on one meetings with City Attorney, and HR staff
- Weekly staff meeting with directors
- Shade meeting with Finance Director and outside counsel on collective bargaining issues
- Worked on Chamber Leadership presentation

Spoke to, attended and/or met with:

- Rotary meeting
- As requested, agenda review meetings with Commissioner Stowers, Commissioner Kent and Commissioner Boehm
- City staff and I met with Moose Lodge representatives, discussed zoning requirements as regards the farmers' market
- Chamber of Commerce Corporate Challenge meeting
- Shade meeting and Commission meeting
- City staff and I met with members of the US1 corridor business group, and County representatives regarding the US1 corridor.

2. Community Development: **Page 1**

- The Planning Director, City Manager and City Attorney met with the Moose Lodge representatives to discuss the process for amending the B9 zoning district to permit a Farmers' Market as a conditional use.
- The Planning Director and the City's Landscape Architect walked the vacant hospital site with representatives of Parker Mynchenberg & Associates (PMA). PMA is the engineer of record for the proposed Renaissance Condominium project.

3. Economic Development: **Page 2**

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 3**

Significant Incidents Page 4

- 3/24/14, 2:41 PM: South Forty Trl. / W. Granada Blvd. – Car vs. Tree Accident – Single vehicle hit tree in median – two patients – a firefighter paramedic assisted EVAC with patient care during transport – Street Division called for mitigation of tree that was damaged and creating a hazard.
- 3/26/14, 1:22 PM: Sawtooth Ln. – Structure Fire – Upon arrival found smoke and fire coming from wood shingle roof – homeowner attempted to extinguish fire with garden hose – crews attacked fire from roof area – a hole was put in garage ceiling to gain access to attic space – after searching attic, confirmed fire was contained to roofing material – embers had rolled

down roof and made their way under a solar panel system – solar panels and shingles were removed to extinguish all hot spots – fire originated in area around chimney due to burning cardboard with embers floating up and landing on roof – responding units included Battalion 90, Quint 92, Engine 93, Engine 94, County Engine 11, County Battalion 10, and EVAC 147 – estimated damage approximately \$25,000.

- 3/27/14, 8:40 AM: 43 W. Granada Blvd. – Structure Fire – Arrived on scene at Fusion 43 restaurant to find smoke showing from underside of front porch area – chain saw used to cut hole in decking – a 1¾” line was used to ensure fire was stopped and did not spread under structure.
- 3/30/14, 6:03 PM: Pineland Trl. / Ormond Green Blvd. – Motor Vehicle Accident – Single motorcycle accident with single rider – Trauma Alert called and patient transported by Air One helicopter.

7. Human Resources **Page 4**

- Human Resources – Director was advertised on 03-14-14 on the City web site, News Journal on-line, F.P.E.L.R.A. web site, Florida League of Cities web site and newsletter, N.P.E.L.R.A. web site, S.H.R.M. web site, F.C.C.M.A. web site and the National League of Cities web site as open until filled. Forty-one (41) applications and resumes have been received, entered on the applicant tracking sheet with qualifications and scanned for the selection committee's review. **Page 5**

8. Information Technology: **Page 6**

9. Leisure Services: **Page 7**

- Athletics Maintenance. **Page 7**
- Performing Arts Center. **Page 8**
- 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
 - Burglary suspect identified as being responsible for four residential burglaries over the past two months. Charges are pending.
 - Undetermined death on Santa Fe Avenue. Female was found unresponsive and was pronounced deceased by OBFD.
 - Grand Theft from Sparkle and Shine. Former employee admitted to committing two thefts from vehicles on two separate occasions. Property was recovered and returned to owners. Suspect was arrested based on a warrant obtained during this investigation.
- Operations – Summary of specific crimes. **Page 12**
- Neighborhood Improvement. **Page 16**

11. Public Works **Page 16**

- Engineering: **Page 16**
 - Downtown Underground Utilities Conversion - Side street lighting is being energized; portions of Corbin Avenue and Lewis Street were lit on Friday, March 28. FPL began removal of overhead facilities on March 27 (Thursday) at Ormond Beach Elementary and adjoining side streets; the removal of aerial facilities on Granada will begin April 14. **Page 17**
 - Audible Pedestrian Signals – The contractor anticipates improvements to be complete by April 4, they have requested a substantial completion walkthrough for April 11. **Page 17**
 - Granada Blvd. Resurfacing – Tymber Creek to Perrott - The FDOT began work on this project on March 17 involving utility adjustment and storm drainage work, all work in

travel lanes is scheduled for 7:00 p.m. to 7:00 a.m. It is anticipate that the FDOT will begin installation of mast arms at Williamson, Clyde Morris, and Main Trail during the month of April. Milling and resurfacing, commencing with the east bound outside lane is scheduled to commence April 12. **Page 17**

- Environmental Management Division: **Page 19**
 - Street Maintenance/Asphalt/Concrete. **Page 19**
 - Tree Crew. **Page 20**
 - Stormwater Maintenance. **Page 20**
 - Street Sweeping. **Page 21**
- Fleet Operations: **Page 21**
- Utilities: **Page 21**
 - 2-inch Water Main Replacement – Mainland: Construction is continuing in the Breakaway Trails area. North Peninsula: Clearance was received for Oak and Sundance. South Peninsula: Attended design kick-off meeting for 2014 water main replacement projects.
 - SR 40 (Tymber Creek Road to SR Perrot) Resurfacing – Manhole lids are being adjusted prior to milling operaitons. **Page 22**

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