

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: September 2, 2016

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney, IT Manager, Finance Director, HR Director, and Fire Chief
- Storm prep meeting with staff
- Dog park meeting with senior staff

Spoke to, attended and/or met with:

- Strategic Economic Development Workshop on August 27
- Promotional ceremony at police department
- Rotary meeting
- United Way Board of Directors meeting
- Team Volusia By-Laws Committee meeting
- FCCMA Coaching webinar
- Rotary speaking engagement at Palmetto Women's Club

2. Community Development: **Page 1**

Minto Due Diligence Request/CTLC: The Utilities Division and Planning staffs met to discuss the recent due diligence request by Donald W. McIntosh Associates regarding capacity on behalf of Minto's. Minto's is planning to construct between 3,200 to 3,400 units and 200,000 square feet of commercial space on several parcels southwest of I-95 and south of SR40. Minto's density request involves substantially more density and less land than the 2009 amendment which approved 4,170 units and 653,400 square feet of commercial space on 2,698 acres. Minto's proposed development contains approximately 1,325 acres inside the City's utility service area with the remaining 356 acres outside the Ormond Beach utility service area. The area outside of Ormond Beach will require Daytona Beach to provide service according to Settlement Agreement which also included the recorded Interlocal Wholesale Water and Wastewater Service Agreement. The rates established by a rate study within the Wholesale Agreement are outdated and will be updated at some time in the near future to accommodate any development south of SR40. This updated study will require coordination and approval from Daytona Beach and Ormond Beach to choose a consultant to update the Rate Study.

3. Economic Development: **Page 2**

Prospective Business Attraction/Retention/Expansion

- Staff conducted the Strategic Economic Development workshop on Saturday, August 27 from 8:00 a.m. to 1:00 p.m. at the Performing Arts in the second floor studio. There were approximately 35 residents and business representatives who participated in the economic development workshop. The planning process is expected to be completed in the next several weeks and the final draft plan will then be presented to the City Commission.

4. Airport: **Page 3**

5. Finance: **Page 3**
6. Fire: **Page 4**
7. Human Resources **Page 4**
8. Information Technology: **Page 5**
9. Leisure Services: **Page 6**
 - Athletics Maintenance. **Page 6**
 - Performing Arts Center. **Page 7**
 - Parks Maintenance. **Page 8**
 - Building Maintenance. **Page 8**
10. Police: **Page 8**
 - Community Service/Animal Control. **Page 9**
 - Criminal Investigations. **Page 9**
 - Operations – Summary of specific crimes. **Page 10**
 - Neighborhood Improvement. **Page 12**
11. Public Works **Page 12**
 - Engineering: **Page 12**
 - Lincoln Avenue Parking Lot – The contractor completed paving and striping the parking lot. The remaining items to be completed are the site lighting, landscaping, and fencing.
 - Environmental Management Division: **Page 14**
 - Street Maintenance/Asphalt/Concrete. **Page 14**
 - Tree Crew. **Page 14**
 - Stormwater Maintenance. **Page 14**
 - Street Sweeping. **Page 15**
 - Fleet Operations: **Page 15**
 - Utilities: **Page 15**
 - EPA's DMRQA-36 – The US EPA requires sewer collection systems which discharge into surface waters to perform an evaluation of their proficiency of the analyses being performed. This evaluation helps ensure the integrity of the data produced. The City's WWTF performs in house analysis and has several contaminants analyzed by contractors with different areas of specialty. Staff submitted results to the EPA which included the City's lab receiving all passing results for the analyses it performs in house. **Page 18**
 - Industrial Pretreatment Program – Staff is investigating the cause and source of sporadic elevated levels of copper being received by the City's waste water treatment facility. IPP staff has begun sampling different locations to determine the cause. A plan of study is also being developed to present to the FDEP to outline the steps taken to mitigate intermittent elevated copper values received at the WWTP. **Page 18**
 - Support Services/City Clerk **Page 18**