

## City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: February 12, 2010

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1. City Manager: **Page 1**

**City Manager**

- Reviewed and prepared with staff as follows:
  - Weekly meeting with City Attorney
  - Met with Assistant City Manager, HR Director, Fire Chief and IAFF representative on IAFF class action grievance regarding promotion of employees formerly demoted.
  - Exit interview with auditors
  - Budget discussion with Finance Director and Assistant City Manager
  - Phone calls to George Lovett FDOT regarding the Ormond Crossings Project
  - Met with Planning Director on flood and wetland regulation changes
  - Meeting with Finance Director on IRS audit of 2007 expenditures.
  - Weekly meeting with HR Director
  
- Attended:
  - Rotary meeting
  - FDOT teleconference and phone calls on Ormond Crossings development orders and Stipulated settlement agreement
  - Draft stormwater presentation for Mayor, Commissioners Kent and Kelley
  - U.S. Census open house
  - Met with Gene Miller and Dr. Merrill on planned John Anderson Dr. improvements
  - Met with Greg Avakian on FPL franchise renewal
  - Walk with the Manager – one person attended, the chilly, rainy weather was a factor
  - EVRWA meeting at Daytona Beach City Hall

2. Community Development: **Pages 1/2**

- A lively meeting was held at the Design Subcommittee of MainStreet to discuss staff's proposed revisions to the Property Improvement Grant Program. Staff stated they were open to any suggested changes but wanted to convert the grant program to a zero interest deferred loan program in order to build up a loan portfolio for future lending assistance as the TIF dollars decrease and demand for improvements increase.
- Final comments from FDOT to DCA on the City's multi-modal strategy as part of the EAR based amendments were received by the City. No objections were made but several helpful recommendations were made by FDOT to improve the strategy.
- Last year the City Commission approved the concept design of the Way Finding Signage for the downtown. Two particular designs were chosen by the City Commission and the request of staff was to provide the City Commission with "mock-ups" of the two selected signs so they could see them in the field prior to fabrication and placement into the field at selected locations in the downtown. Previously, the pdf's detailing the fabricated signs that the City Commission requested as mock-ups were forwarded under separate email. One sign top depicts two racing cars on the beach (Birthplace of Speed logo) while the other sign depicts a silhouette of a car.

On Tuesday, February 16<sup>th</sup>, Don Bell Signs will temporarily install the mock up sign to see in a real world environment. **The sign will be up only on the 16<sup>th</sup> along Tomoka Avenue between Beach Street and the library parking lot. It is important to note that this a MOCK sign and the details, primarily the sign cabinet, are being finalized. Staff would appreciate it if the City Commission could view the sign and provide any comments/input that they may have prior to finalization. Attached is the proposed location of the sign.**

3. Economic Development: **Page 3**  
Ormond Crossings
  - DCA is providing additional time for the City to resolve the Stipulated Settlement Agreement. The meeting scheduled with DCA and FDOT officials for February 10 to discuss the transportation matters was cancelled as the transportation issues/comprehensive plan issues were successfully resolved by staff. All issues appear to be resolved. Staff will bring forward items on 2<sup>nd</sup> reading and the Stipulated Settlement Agreement requires only one reading.
4. Airport: **Page 4**
5. Finance: **Page 5**
  - In December, staff complied with the fourth request for information from the IRS. We are awaiting review of this information. A summary of the review was forwarded to the City Manager.
6. Fire Service: **Page 6**
7. Human Resources **Page 7**
8. Information Technology: **Page 8**
9. Leisure Services:
  - Athletics Maintenance. **Page 9**
  - Future Events at PAC. **Page 10**
  - Facilities Maintenance. **Page 12**
  - Parks and Irrigation. **Page 12**
10. Police:
  - Community Service & Animal Control. **Page 12**
  - Criminal Investigations/Records. **Page 13**
  - Operations – Summary of specific crimes. **Pages 13/14**
  - [Since the arrest of two subjects involved in the thefts of air conditioning units there have been no more stolen in the city.](#) Although we are confident that they are involved in the majority of our thefts, there are several other known subjects in the Volusia County area also stealing copper from air conditioning units.
  - Neighborhood Improvement. **Page 15**
11. Engineering: **Page 15**
12. Environmental Management Division:
  - Asphalt/Concrete. **Page 17**
  - Tree Crew. **Page 17**
  - Street/Stormwater Maintenance. **Page 18**
  - Street Sweeping. **Page 18**

13. Fleet Operations: **Page 18**

14. Utilities: **Pages 18/19**

- Preparing responses to request for additional information correspondence received from the SJRWMD review of the City's Consumptive Use Permit (CUP) Compliance Report submittal due April 9, 2010. Coordinating with Finance regarding formal presentation of water audit with CUP Permit response. Met with WTP and compliance staff to coordinate response preparation activities.
- Cross Connection Control (CCC) Program Management Services with Hydro Designs, Inc. (HDI): Received amended draft CCC Plan and Ordinance for review by staff. Draft CCC Plan at VCHD for review.
- Airport Rd Force Main – Reuse Main to Breakaway Trails –The pressure requirements for reuse delivery to Deer Creek is being researched. Apparently, the system is supposed to be directly connected to our reuse main. Additional booster pumping may be necessary to meet this requirement – assess during design phase.