

**City of Ormond Beach
Memorandum**

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: November 13, 2009

1. City Manager: **Page 1**

- Reviewed and prepared with staff as follows:
 - Discussion on wear and tear of grounds by Farmer's Market with staff.
 - Selected Employee of the Year and Employee of the Quarter with staff
 - Attended meeting called by staff to discuss Residential Development Lots on Hammock Lane.

- Meetings/Attended:
 - Held meeting with Maggie Sacks and City staff to discuss issues/impact of Farmers Market utilization of Rockefeller gardens. Alternative plans were developed and agreed to by Main Street.
 - Held Meet the Manager meeting with citizens.
 - Local Legislative Delegation Meeting in Deland.
 - Attend Veterans Day Tribute at Ormond Art Museum
 - Voted on memorial art work for the gardens.
 - Attended/Participated Careers in Local Government at UCF.
 - Attended D.A.R.E Graduation at Pathways Elementary School.
 - Attended luncheon to honor accomplishments of SCORE.

2. Community Development:

- The Department made presentations on Riverwalk to the Quality of Life Board, Design Subcommittee of Main Street, the Economic Prosperity Subcommittee of the Chamber, and the Leisure Services Board. While all boards as a body and many members of the boards expressed the thought that there was merit in the concept, many questions and concerns were expressed that could not be answered. All boards recommended that if the City Commission decided to pursue this concept beyond just the concept, a feasibility study had to be conducted. Staff plans to agenda the item as a discussion item at the first meeting in January. **Page 1**

- Building Inspections, Permitting & Licensing. **Page 2**

3. Economic Development: **Page 2**

- Tomoka Holdings has prepared the plans and agreements for the Tymber Creek Road reconstruction and presented the plans and agreements to county staff. The County will continue the discussion following the completion and review the additional traffic analysis.

4. Airport: **Page 3**

- The final meeting for 2009 of the Aviation Advisory Board was held on November 9th at 6:30 PM, in the HR Training Room at City Hall. Staff prepared and reviewed documentation for this meeting. Documentation presented included the

final draft of the report and recommendations of the Aircraft Noise Abatement Task Force.

5. Finance: **Pages 4/5**
 - SAFER Grant: **Pages 5/6**
6. Fire Service:
 - Continued the Flu Shot Program at Station 91. Administered 150 vaccines this week with an overall total of 1,925. **Page 7**
 - Fall fire hydrant maintenance program continued, to include painting, flowing and inspecting condition of 59 hydrants.
 - Department Statistics. **Page 7**
 - Significant Incidents. **Pages 7/8**
7. Human Resources: **Pages 8/9**
8. Information Technology: **Pages 9/10**
9. Leisure Services:
 - Athletics Maintenance. **Page 11**
 - Future Events at PAC. **Page 12**
 - Facilities Maintenance. **Page 13**
 - Parks and Irrigation. **Pages 13/14**
10. Police:
 - Community Services & Animal Control. **Page 14**
 - Criminal Investigations/Records. **Pages 14/15**
 - Operations – Summary of specific crimes. **Pages 15/16**
 - Neighborhood Improvement. **Page 17**
11. Engineering:
 - Division Avenue Roadway Construction & Watermain Extension- Contractor is completing final punch list items. Watermain break occurred at US1, but not related to work performed by the contractor. City repaired watermain and reopened roadway. **Page 17**
 - I-95 & SR40 Bridge Landscaping – Contractor completed planting and mulching the Southwest slope. The Contractor is scheduled to install sod and clean up site next week. **Page 17**
 - CDBG Decorative Pavers – Staff is waiting for County approval to move surplus funds from other completed projects. The project is schedule for City Commission award on 11/17. **Page 17**
 - Stormwater Study – Consultant is finalizing study and will present findings to staff for final review prior to staff presenting the study to the City Commission in January. **Page 18**
12. Environmental Management Division:
 - Asphalt/Concrete. **Page 19**
 - Tree Crew. **Page 19**
 - Street/Stormwater Maintenance. **Page 20**
 - Street Sweeping. **Page 20**
13. Fleet Operations: **Page 20**

14. Utilities:

- Wilmette Ave. Forcemain Replacement Project - The project is substantially complete. Minor activities remain for completion to include installation of the inside manhole drop sleeve, completion of final pavement patch activities, and cleaning stains from dewatering operations from curb and paving. Wilmette Avenue was reopened to traffic on Monday November 09. **Page 20**
- Pump Station Repair and Replacement –McDonalds lift station –The main disconnect is installed and the electrical work at the pump station was inspected by Volusia County. Continuing work and bypass pumping considerations at LS 6M. Shadow Lakes lift station SCADA system is not counting pump starts for Pump #2 and is transmitting false high level alarm signals. The contractor was contacted concerning this problem The contractor contacted the instrumentation sub contract concerning this item. A punch list for items requiring corrections was prepared and distributed. Bypass pumping commenced at the Laurel Oaks Lift Station. **Page 21**
- State Road No. 40 from the West End of the Granada Bridge to SR A1A – Reviewed plans of the proposed FDOT work to be performed. Staff performed a field check of the utility locations. A decision needs to be made on what manholes and valve boxes will require adjustments. **Page 21**