

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: September 4, 2009

1. City Manager: **Page 1**
 - Reviewed Airport Noise Abatement Plan with staff.
 - Discussed sewage backup claim denial with staff for Sid Fraser.
 - Staff and I met with consultant on IJR/MJR
 - Met with Joe Mannarino regarding CRA action plan.
 - Held meeting with Volusia County, Flagler County and City staff to discuss Hunters Ridge Transportation Impact.
 - Site visit to ATC Tower with staff discussions include voluntary aircraft noise abatement procedures.
 - Prepared slides for budget presentation on September 8th
 - Participated in United Way Internal Campaign Kick/Off and 1st Annual Chair Volleyball Tournament.
 - Attended Eastern Volusia Regional Water Authority Special Meeting.

2. Community Development:
 - Receipt of responses to the **City issued Redevelopment RFP for the NE corner of US 1 and SR40** was at the close of business on 8.28.09. There were **no responses** received by the City. No further action will be taken at this time. **Page 1**
 - Receipt of responses to the **City issued Energy Grant RFP** was on 8.31.09. The City received nine responses. Staff is currently reviewing the responses to determine if all of them were fully responsive to the RFP. A selection committee will be formed and the top three to four respondents will be chosen for verbal and written interviews. **Page 1**

 - Estimated completion date for the **Korean Conflict War Memorial project** is November, 2010. Approximately 30% of the project is completed. **Page 1**

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

 - Development Services **Page 2**

3. Economic Development: **Page 2**
 - Staff is completing their comments to the latest draft development agreement and comprehensive plan amendment documents. Tomoka Holdings is providing the county with options for the Tymber Creek Road reconstruction and alignment mitigation project. Meetings will be arranged in late September to discuss these alternatives.

4. Special Economic Development Projects **Page 3**
 - Staff met with CRA practitioners this week to discuss their concerns and comments with the proposed CRA resolutions. Staff prepared a discussion item for the September 8 City Commission meeting.

5. Airport: **Page 3**
 - Staff received an executed JPA from FDOT relative to Resolution #2009-60, a grant application to provide **100% funding for airport security fencing and surveillance technology**. Installation of the phase one fencing will be substantially complete this week.
 - Staff conducted further internal **meetings and discussions with Hoyle, Tanner, and Associates to coordinate the closeout of FDOT Grant FM 418463-1**. The project activities funded by this grant are complete, and the outstanding balance of \$104,613.77 will be used by FDOT to pay final invoices pending a final inspection and receipt of project completion and agency certification documentation.
6. Finance: **Page 4**
 - Preparation of Final Capital Improvement Plan.
 - Preparation of Final FY 2009-10 Proposed Budget.
 - Compliance with TRIM notice requirements.
 - Issued 757 past due notices on utility accounts.
7. Fire Service: **Page 5**
 - The Fire Department began the seasonal Flu Shot Program on Tuesday September 1st. Within a 2 day period the Fire Department administered 158 vaccines. This program will benefit both citizens and the city.
 - Calls for Service.
8. Information Technology: **Page 6**
 - PD Records system to VCSO – Applications loaded and tested on ALL Notebooks and 20+ desktop systems within the PD facility. Tweaking and resolving minor issues. This has been a large scale successful undertaking for PD, IT and the VCSO.
9. Leisure Services:
 - Athletics Maintenance **Page 7**
 - Future Events at PAC **Page 8**
 - Facilities Maintenance **Pages 9/10**
 - Parks and Irrigation **Page 10**
10. Police:
 - Operations – Summary of specific crimes. **Page 10**
 - Criminal Investigations/Records. **Page 11**
 - Neighborhood Improvement. **Pages 11/12**
11. Engineering: **Page 12**
 - Division Avenue Roadway Construction & Watermain Extension- Road base material is being installed, curb & gutter and sidewalk are formed up for concrete pour next week.
 - Casements Architectural Improvements – Contractor proceeding with framing of new bathrooms and stairways and conditioned storage building. Installed fire alarm system. Working on expansion of Galley and dance floor rooms. Renovating interior rooms and windows.
12. Environmental Management Division:
 - Asphalt/Concrete. **Pages 13/14**

- Tree Crew. **Page 14**
- Street/Stormwater Maintenance. **Page 14**
- Street Sweeping. **Page 15**

13. Fleet Operations: **Page 15**

14. Utilities:

- Ormond Beach Wastewater Treatment Plant Rehabilitation Project –Evaluating the request from the centrifuge manufacturer to share costs for the ethernet communication device. Centrifuge manufacturer offered support frame design modifications for differing site conditions found in the solids handling building. **Page 15**
- Ormond Beach Wastewater Treatment Plant Expansion – Waiting for the design engineer’s response to the City’s comments. Project nearing 100% design plans completion. Assisting City Engineer with preparation of Commission workshop presentation materials. **Page 16**
- Chemical Bids –A City Commission memo was prepared and submitted to the legal department to place the chemical awards on the September 14th agenda. Bids were evaluated and a bid tab prepared for the award recommendation. **Page 16**
- SPRC – Met with the engineer to discuss review comments on the Pineland subdivision plans. Met with the developer and engineer concerning outstanding issues affecting the proposed Ormond Station condominium design plans. **Page 16**