

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report – EXECUTIVE SUMMARY

Date: August 21, 2009

1. City Manager: **Page 1**
 - Draft of the Executive Budget Summary completed.
 - Meet with Allan Felker and Sam Merrill on Hunters Ridge.
 - Held weekly and bi-weekly meetings with Directors.
 - Participated in FCCMA Webinar : Negotiating Employment Contracts.
 - Spoke at Rotary Club meeting. Topics Covered: Budget, John Anderson Drive, Hand Avenue, etc.
 - Attended FCCMA meeting in Tampa.
2. Community Development:
 - Pre-application meet with potential respondents to the RFP issued for the Energy Grant was held this week. **Page 1**
 - Wal-Mart has been scheduled for the PB meeting. The staff report was drafted, commented on in-house, and IS now in final draft. **Page 2**
3. Economic Development: **Page 2**
 - City staff met with Volusia County administrative and transportation staff and representatives of Tomoka Holdings on Monday to discuss the proposed transportation plans that include Tymber Creek Road improvements and Crossings Boulevard design.
 - Continuing with the design the new directory sign and permanent monument signs at the entrance of Sunshine Boulevard. and the widening of the entrance of Sunshine Boulevard and Airport Road as part of the County's Airport Road improvement project, which is to begin in September/October.
 - Staff met with representatives of local business, Main Street, and the Chamber of Commerce to discuss a 'buy local", referred to as the 3/50 program, to increase sales along Main Street as a pilot program.
4. Airport:
 - 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. Preparations to begin installation of the phase one fencing were completed this week. Installation is expected to begin next week. **Page 3**
 - Staff delivered copies of the new aircraft noise abatement procedures to Sunrise Aviation and Ormond Beach Aviation, and conducted discussions regarding implementation of the new procedures. The airport website has been updated with the new procedures, and the members of the Central Florida Flight Training Group have been provided copies of the procedures by Embry-Riddle Aeronautical University. **Page 4**
 - Staff participated in an inspection of the OBMA Air Traffic Control facility, which was conducted by the FAA Facility Security Risk Management Division. **Page 4**

5. Finance: **Page 4**
 - Preparation of Final Capital Improvement Plan.
 - Preparation of Final FY 2009-10 Proposed Budget.
 - Issued 400+ past due notices on utility accounts.
6. Fire Service:
 - Police, Fire and IT managers trained on the City's Hurricane tracking system software "HurrTrak". This is used to assist the city in preparation for approaching hurricanes or storms. **Page 5**
 - Calls for Service. **Page 5**
7. Information Technology: **Page 6**
 - Work Orders: - 69 New work - 70 completed - 59 in progress
8. Leisure Services:
 - Athletics Maintenance. **Page 8**
 - Future Events at PAC. **Page 8**
 - Facilities Maintenance. **Page 10**
 - Parks and Irrigation. **Page 10**
9. Police:
 - Operations – Summary of specific crimes. **Page 10**
 - Criminal Investigations/Records. **Pages 11/12**
 - Neighborhood Improvement. **Page 12**
10. Engineering:
 - US1 Forcemain Extension Phase II- Part 1 of the embankment repair was completed. Part 2 involves reconstruction of approximately 100 ft. road section. **Page 13**
FDOT is still reviewing the plans for the watermain bridge attachment.
 - South Ormond Rec. Center Lighting- Preparing new bid book and plans. **Page 13**
11. Environmental Management Division:
 - Asphalt/Concrete. **Page 14**
 - Tree Crew. **Page 14**
 - Street/Stormwater Maintenance. **Pages 14/15**
 - Street Sweeping. **Page 15**
12. Fleet Operations: **Pages 15/16**
13. Utilities:
 - Staff reviewed and responded to outstanding information lacking and additional analysis items identified during review of 1st draft of Consumptive Use Permit (CUP) Compliance Report (5 Year) with Barnes Ferland and Associates, consultant. Staff awaiting receipt of final draft with updates included. **Page 16**
 - Site Plan Review Committee – Reviewed revised plans for West Granada Offices, Walmart Building Façade and Calvary Christian Church Well #28. Met with the contractor and the engineer at the well site and resolved outstanding issues. Reviewed plans for Parham Building, Deer Creek Phasing Plan 4A, 4B and 4C. Modifications Received record drawings for the site utility plan. Reviewed proposed revisions to the approved site plan for The Courtyards at Ormond. Reviewed the conceptual plan for the Halifax Paving Office Building. **Page 16**
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- US1 Sewer Service –Businesses requiring pump stations on US1 will be required to install the service lines and pump stations at their own expense. Businesses requiring gravity service will not be required to install their own service lines due to the proximity of the proposed gravity sewer and the need to acquire an easement from these property owners to construct a collection system. **Page 17**
- Chemical Bids –Bids were received by the City of Daytona Beach on August 19, 2009. A City Commission memo was prepared and submitted to the legal department to place the chemical awards on the September 14th agenda. **Page 17**
- Ormond Beach Wastewater Treatment Plant Operation Permit – Reviewed draft permit received from FDEP and prepared review comments and forwarded to Department for consideration. FDEP responded to the comments requiring additional information. **Page 17**