

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: August 14, 2009

1. City Manager: **Page 1**
 - Staff and I met with Carl Smith of Aqua Utilities to discuss possibility of wholesale water purchase for Tomoka View/Tanglewood and Twin River Subdivisions in unincorporated Volusia County.
 - Attended Main Street meeting at the Chamber of Commerce to discuss increased sales along Main Street.
 - Held quarterly meeting with department heads and division managers.
 - Rode along with Sgt. John Bayne of the police department during an evening shift.
2. Community Development:
 - A FEMA Scoping Meeting was held on August 10, 2009 at the Volusia County AG Center. **Page 1**
 - Engineering and Planning met with Gladding Jackson who is preparing the site plan and renderings of the restaurant for Riverwalk requested by the CC at the workshop conducted at the PAC. The work is expected to be completed in less than 30 days. **Page 2**
3. Economic Development: **Page 2**
 - Continuing with the design of 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.
4. Airport: **Page 3**
 - Staff attended the Volusia Council of Governments (VCOG) Airport Noise Abatement meeting at the offices of VCOG on Monday, August 10th. Local airport managers and a representative of Embry-Riddle Aeronautical University participated in a discussion of noise abatement issues.
 - The fifth meeting of the Noise Abatement Task Force was held on August 13th at 6:00 PM at the Senior Center. Staff prepared and reviewed reference documentation for this meeting. Documentation presented included a new aircraft noise abatement publication developed with the cooperation of the ERAU Flight Training Support department, designed to be an in-flight chart depicting the noise abatement procedures and traffic patterns developed as a result of the Aircraft Noise Abatement Task Force Workshop.
5. Finance: **Page 4**
 - Processed 3,593 cash receipts totaling \$642,211.72.
 - Processed 840 utility bill payments through ACH totaling \$58,692.02.
 - Processed and issued 4,939 utility bills with billed consumption of water of 33,931K.
 - Issued 1,014 past due notices on utility accounts.

- Performed the annual payroll audit on the City's employees.
6. Fire Service:
- Ormond Beach Fire Department Lieutenant Nate Quartier participated on the activated Task Force 9 Urban Search and Rescue Team on Sunday August 9th. The Team assisted with the search of a missing Alzheimer's patient in Orange City. **Page 4**
 - Fire department personnel have completed an intense wildland firefighter training program that culminated this week with a written and practical exam administered by the Florida Department of Forestry. The exam facilitator was Jason Longfellow, son of Police Chief Mike Longfellow. This was the final step in qualifying the entire department for deployments to wildland fire emergencies throughout the State and Nationally. **Page 5**
 - Calls for Service. **Page 5**
7. Information Technology: **Page 6**
- Work Orders: - 57 New work - 48 completed - 55 in progress
8. Leisure Services:
- Soccer fields 5 - 8, are closed until September 1st to allow the turf to grow. Renovations of the Kiwanis baseball field, along with the Wendelstedt baseball fields 1 - 3 are complete and they are now open for use. **Page 7**
 - Athletics Maintenance. **Page 7**
 - Future Events at PAC. **Page 8**
 - Facilities Maintenance. **Page 9**
 - Parks and Irrigation. **Page 9**
9. Police:
- Operations – Summary of specific crimes. **Page 10**
 - Criminal Investigations/Records **Page 11**
 - Neighborhood Improvement. **Page 11**
10. Engineering: **Page 12**
- Division Avenue Roadway Construction & Watermain Extension- Construction is approximately 75% complete. Prepared water main clearance permit application.
 - Airport Rd JPA-Shoulders/Stormdrain improvements/Sunshine Turn Lane & Utility Relocates - The County Council has awarded contract and is expected to begin work in September of 2009.
11. Environmental Management Division:
- Asphalt/Concrete. **Page 13**
 - Tree Crew. **Page 13**
 - Street Maintenance. **Page 14**
 - Street Sweeping. **Page 14**
12. Fleet Operations: **Page 15**

13. Utilities:

- 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 15**
- US1 Sewer Service – Met to discuss the project scope. 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 16**
- Assisted contractor performing installation of new 12” water main on Division Ave between US1 and S. Ridgewood Ave, with various system ties to new main. Issued precautionary boil water notices as appropriate and scheduled shutdown with affected customers. **Page 16**