

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report – EXECUTIVE SUMMARY

Date: August 7, 2009

1. City Manager: **Page 1**

- Introductory meeting with Bob Wallace, Principal of Seabreeze High School.
- Met with Josh Gaboton and Herb Marlowe from Marlowe and Company.
- Met with Mary Anne Connors, Assistant County Manager, to discuss Tomoka View, Tanglewood and Aqua Utilities.
- Briefing with staff on Hand Avenue Bridge, the issue will come forward to the Commission as a future discussion item.
- Attended 2nd quarter Volusia County Economic Development Update breakfast with Joe Mannarino. A copy of the presentation has been provided for the Mayor and Commission.
- Attended Chamber education meeting to discuss criteria the development of a student achievement award of civic excellence (ACE). Targeting seventh-graders at Ormond Middle, Hinson and PACE schools. The goal is to bring forward award participants on a quarterly basis.
- Reference/background checks are being completed on three HR Director finalist candidates.

2. Community Development:

- Proceeding with organizing an interim Certification of Ormond Beach by the Florida Green Building Coalition. Their mission is to provide a statewide green building program that defines, promotes, and encourages sustainable efforts with environmental and economic benefits." **Page 1**
- Received confirmation from FDOT for Intake Meetings on the third week of August related to Hull Road RT lane (2008), SR 40 signal interconnection and Nova Road Audible Pedestrian Signal projects (2009) submitted to the MPO for XU and Safety funding. **Page 1**
- Building Inspections, Permitting & Licensing. **Page 1**
- Dunkin Donuts at Nova and Moreland was finally given a CO after completion of the directional median on Nova Road. While the building had been completed and ready for occupancy, a CO could not be issued until the off-site road improvement was made. **Page 2**

3. Economic Development: **Page 2**

- The Interchange Justification Study is being conducted by Reynolds, Smith and Hill. They are continuing to evaluate a number of development options and preparing transportation capacity improvements. Once this evaluation phase is completed the consultant will schedule and conduct a public comment period.
- Staff has selected Cooksey and Associates to conduct the appraisal of Tower Circle East industrial lots. Completion of the appraisal is expected by early next week and staff will complete the Real Estate Brokerage Commission program material for Commission approval.

- Details on 2nd Quarter Volusia County Economic News is provided on Page 2. (Copies of document also forwarded to the Commission via your City Mail).
4. Airport: **Page 3**
 - Staff consulted with FAA regarding the ground lease between the City and Riverbend Investment Group, which was recently submitted for FAA review. Staff has been advised that review of the lease will commence pending the return of Orlando ADO personnel from the Florida Airports Council meeting this week in Miami.
 - Staff received the annual statistical runway safety report from FDOT this week. The Ormond Beach Municipal Airport maintains an exemplary safety record, having no instances involving the incorrect presence of an aircraft, vehicle, or person on the protected areas of the airport designated for the landing and take off of aircraft.
 5. Finance: **Page 4**
 - Preparation of Final Capital Improvement Plan.
 - Preparation of Final FY 2009-10 Proposed Budget.
 - Compliance with TRIM notice requirements.
 6. Fire Service:
 - Swine Flu Update: On June 11, 2009, the World Health Organization (WHO) signaled that a global pandemic of Novel Influenza A (H1N1) was underway. This move was made because there has been an increase in the spread of the virus not the severity of illness caused by the virus. More than 70 countries have reported cases of N1H1 infection. **Page 4**
 - Calls for Service **Page 5**
 7. Information Technology: **Page 6**
 - Electrical and HVAC out to vendors for quotes
 - Work Orders: - 57 New work - 48 completed - 55 in progress
 8. Leisure Services:
 - Recreation Manager hiring process follow up. **Page 6**
 - Met with Airport Manager to further discuss the possibilities of lightning detection system, partnering with airport tower. **Page 7**
 - Athletics Maintenance. **Page 7**
 - Future Events at PAC. **Page 8**
 - Facilities Maintenance. **Page 10**
 - Parks and Irrigation. **Page 10**
 9. Police:
 - Operations – Summary of specific crimes. **Pages 10/11**
 - Community Service and Animal Control. **Page 12**
 - Neighborhood Improvement. **Page 13**
 10. Engineering:
 - Casements Architectural Improvements – Contractor completed demolition work and proceeding with foundation construction, structural framing and basement dewatering. **Page 13**
 - Field meeting with HOA president of Ormond Lakes. Inspected impact of rain shower. **Page 14**
 - Met with ECHO representative to discuss funding opportunities for the Hand Avenue bridge and lake interconnect and also the John Anderson Drive Corridor Improvement project. **Page 14**

- Investigated Stratford place retention pond maintenance issue, wrote response letter to concerned resident and staff talked to homeowner who agreed to removing blockage within the retention pond. **Page 14**
11. Environmental Management Division:
- Asphalt / Concrete. **Page 15**
 - Tree Crew. **Page 15**
 - Street Maintenance. **Page 15**
 - Street Sweeping. **Page 16**
12. Fleet Operations: **Page 16**
- The following 7 generators have received their quarterly inspections in preparation for hurricane season: City Hall, P.D., 3 at Waste Water, and 2 at the Water dept.
13. Utilities:
- Ormond Beach Wastewater Treatment Plant Expansion –. Waiting for the design engineer's response to the City's comments. Received draft operating permit renewal for plant to include interim 6 MGD until 8 MGD capacity components are constructed. Staff reviewing draft permit and offering comments to FDEP by early next week. **Page 16**
 - Rima Ridge Wellfield Expansion (Wells 54, 55 and 56) – Reviewed the 100% plans and specifications with the engineering department. **Page 17**
 - 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 17**