

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report – EXECUTIVE SUMMARY

Date: July 17, 2009

1. City Manager: **Page 1**
 - Conducted interviews Tuesday and all day Friday for the Human Resources Director position.
 - Attended G-400 NIMS training classes all day Wednesday and Thursday to insure NIMS compliance.
 - Attended Airport Noise Abatement Task Force meeting Thursday evening.
2. Community Development:
 - Staff intends to respond to VGMC with a Request Additional Information (RAI) regarding Consolidated Tomoka's land use plan amendment which has adverse traffic impacts on SR 40 (emerging State SIS) and other road facilities within the City. **Page 1**
 - City received an objection from the Volusia Soil Conversation Service regarding amendments to the floodplain policies. A letter was sent to the Volusia Soil Conversation Service requesting any and all information that they used to support the letter of objection filed with DCA. The person that signed the letter was Alan Burton, Vice Chair of the Volusia County Soil and Conservation Service. **Page 1**
 - The SPRC reviewed the 1st submittal of the Wal-Mart plans. Several weeks ago the City met with Wal-Mart representatives at a pre-application conference meeting requested by them. Staff discussed concerns regarding the initial concept and the 1st submittal did not reflect staff's initial concerns and/or suggestions for improving the current situation. Staff will be submitting our concerns once again to Wal-Mart for consideration. **Page 2**
3. Economic Development:
 - 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. **Page 2**
 - Staff has selected Cooksey and Associates to conduct the appraisal of Tower Circle East industrial lots. Following completion of the appraisal staff will complete the Real Estate Brokerage Commission program material for Commission approval. **Page 2**
4. Airport:
 - The Aviation Advisory Board met in the City Commission chambers on Monday, July 13th, at 6:30 PM. Finance Director Kelly McGuire presented an overview of airport finances. Staff presented a briefing on open grants and projects at the airport, and the progress of the Aircraft Noise Abatement Task Force. **Page 3**

- The **Aircraft Noise Abatement Task Force** conducted a workshop at the airport on July 14th at 5:00 PM. Embry-Riddle Aeronautical University brought two aircraft to the airport for the purpose of testing proposed changes to the airport traffic patterns, in an effort to address noise concerns for local residents. Two members of the task force, Vince Kinsler and Kim Nichols, were aboard the ERAU aircraft during the test flights. Other members of the task force dispersed to locations on the ground to observe the relative effectiveness of the patterns flown. Data from the workshop was collected for discussion at the next meeting of the task force. **Page 3**
 - The fourth meeting of the Noise Abatement Task Force was held on July 16th at 6:00 PM at the Senior Center. Staff prepared and reviewed reference documentation for this meeting. Documentation presented included an updated map of the airport traffic area, a map depicting the current airport layout plan, and a map depicting the infrastructure improvements planned for the airport. Data from the workshop conducted on July 14th was presented for discussion. **Page 3**
5. Finance: **Page 4**
- Preparation of Final Capital Improvement Plan.
 - Preparation of Budget Workshop Presentation.
 - Total billed consumption of water for June 2009 was 126,061K.
 - Completed and submitted Proposed Budget for FY 2009-2010 to the City Commission.
6. Fire Service: **Page 5**
- Calls for Service
7. Information Technology: **Page 6**
Hardened Data Center
- Concrete work done – fill in unneeded openings with solid concrete
 - Painting has begun.
 - Electrical design work has been finalized
8. Leisure Services:
- Athletics Summary. **Page 7**
 - Future Events at PAC. **Page 8**
 - The PAC finalized the ordering of the emergency supplies this week. U.S. Food Service spent the greater part of the week assisting with inventory rotation and menu preparation for the 2009/2010 emergency season. **Page 8**
 - Staff is preparing to assist with several upcoming events. National Night Out on August 4th from 5:30 p.m. - 9:00 p.m. is a crime awareness and crime prevention event where you can learn how not to become a victim of crime. In the process participants enjoy some hamburgers and hot dogs, chips and a drink. On August 22nd 4:00 p.m. - 9:00 p.m. Staff will assist with the Caribbean Night event featuring lots of good Caribbean music, incredible island food and an island market. Staff will be handing out flyers to the local City businesses for these events. **Page 8**
 - Facilities Maintenance. **Page 9**
 - Parks and Irrigation. **Pages 9/10**

9. Police:
 - Operations – Summary of specific crimes. **Page 10**
 - Community Service and Animal Control Calls. **Pages 11/12**
 - Neighborhood Improvement. **Page 12**

10. Engineering:
 - Division Avenue Roadway Construction- Construction is approximately 65% complete. Prepared water main clearance permit application. **Page 12**

 - Business Park Drive Phase I- Road section was paved. Project is 98% complete. Additional mulch material was unearthed and will need to be removed from the site, which will require approximately one more month to complete. **Page 12**

11. Environmental Management Division: **Page 14**
 - Asphalt / Concrete.
 - Tree Crew.
 - Street Maintenance.

12. Fleet Operations: **Pages 14/15**
 - The Storm Water Department sewer cleaner is out of service and being repaired by the manufacturer. The high pressure water pump has been diagnosed with check valve difficulties and electrolysis (chemical and electrical reaction with the unit). Parts have been ordered and Fleet anticipates return of the unit with 7-10 days. The utility division sewer cleaner is up and running and can be shared between departments if necessary.

 - The emergency power generator at station # 91 (beachside) will be disassembled Wednesday July 22, 2009. The cause of failure will be determined and appropriate repairs made. In the mean time a portable unit is wired to the station if emergency power

13. Utilities: **Pages 15/16**
 - Wilmette Ave. Forcemain Replacement –The contract award is scheduled on the 7/21/09 City Commission Meeting agenda.

 - Water Treatment Plant High Service Pump Station VFD Conversion – The preconstruction meeting was held for the project and an inspector was assigned. The notice to proceed date is tentatively scheduled for 8/3/09. Reviewed shop drawings for the altitude control valve, structure and schedule and returned comments to the engineer.

 - Airport Road Utility Relocates – Prepared a construction sequence of operations plan for water and force main relocation for review by water and sewer system managers. Bids received, Engineering reviewing bid tabulations from Volusia County. Bid tabs received from the county. Additional funding will be required for utility relocations. A City Commission memo was prepared for the July 21, 2009 agenda.

 - Chemical Bids – Specifications were prepared for staff review prior to sending them to Daytona Beach for inclusion in the joint bidding documents.