

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: March 5, 2010

1. City Manager: **Page 1**

City Manager

- Reviewed and prepared with staff as follows:
 - Selected Employee of the Quarter, Steven Spraker, Planning Department.
 - Weekly staff meeting
 - FDOT issues meeting with Assistant City Manager, Planning Director, Civil Engineer, and City Engineer.
 - Met with Assistant City Manager on various issues
 - Met with Fire Chief on fire issues
 - Weekly meeting with Human Resources Director
 - Met with Economic Development Director on economic development issues
 - Weekly meeting with Assistant City Manager and Finance Director on the FY 2010-11 budget and financial trends
 - Authorized Ann-Margret Emery to file for Injunctive Relief to prohibit EASA (formerly Ormond Aviation) from continuing its commercial operations, flight school, until such time as it obtains the required liability insurance.
- Attended:
 - Participated in Read Across America at Osceola Elementary School, read Dr. Seuss' "Oh, the Places You'll Go!" to a fifth grade class.
 - Internet based meeting with Volusia County Wide Membership Alliance
 - Phone call discussion with pension attorney on pension plans

2. Community Development: **Page 1**

- Staff met with representatives of Daytona Beach (DB) and VGMC to discuss the 2nd Request for Additional Information (RAI) regarding the City's Comp Plan amendments as it pertains to the Transportation Concurrency Exception Areas and multi-modal strategies.
- Staff has been in contact with DCA regarding the City's proposed Comp Plan amendments. DCA expressed concerns regarding the City's multi-modal strategies and would like more detail included in the Comp Plan.

3. Economic Development: **Page 2**

Ormond Crossings

- The Stipulated Settlement Agreement has been approved by the City and DCA. The Remedial Amendments and other related documents were transmitted to DCA last week. DCA has 45 days from receipt of the documents to issue the Notice of Compliance. The public has a 21 day appeal period following the issuance of the notice to the City.
4. Airport: **Page 3**
5. Finance: **Page 4**

- Staff is continuing to work with the IRS to finalize the few remaining issues. We expect the IRS audit to be concluded shortly.
6. Fire Service: **Page 5**
 7. Human Resources **Page 7**
 8. Information Technology: **Page 8**
 9. Leisure Services:
 - Athletics Maintenance. **Page 9**
 - Future Events at PAC. **Page 10**
 - Facilities Maintenance. **Page 12**
 - Parks and Irrigation. **Page 12**
 10. Police:
 - Community Services & Animal Control. **Page 13**
 - Criminal Investigations/Records. **Page 13**
 - Operations – Summary of specific crimes. **Page 14**
 - Neighborhood Improvement. **Page 15**
 11. Engineering: **Page 15**
 - Sent out RFQ for continuing Professional, Architectural, and Engineering services.
 12. Environmental Management Division:
 - Asphalt/Concrete. **Page 17**
 - Tree Crew. **Page 18**
 - Street/Stormwater Maintenance. **Page 18**
 - Street Sweeping. **Page 18**
 13. Fleet Operations: **Page 18**
 14. Utilities: **Page 19**
 - Preparing responses to request for additional information correspondence received from the SJRWMD review of the City's Consumptive Use Permit (CUP) Compliance Report submittal due April 9, 2010. Coordinate with Finance regarding formal presentation of water audit with CUP Permit response. Met with WTP, GIS and compliance staff to coordinate response preparation activities.
 - Cross Connection Control (CCC) Program Management Services with Hydro Designs, Inc. (HDI): Received amended draft CCC Plan and Ordinance for review by staff. Draft CCC Plan at VCHD for review.
 - Fire Hydrant Replacement Program – Preparing specifications for the project. Revised the list to eliminate these hydrants and add new ones. Field checked the hydrants proposed for replacement.