

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: March 4, 2011

1. City Manager: **Page 1**

I took a couple of vacation days this week to spend time with out of town visitors; the time I was in the office I accomplished the following:

City Manager

Reviewed and prepared with staff as follows:

- Completed commission agenda review items
- Conference call with Jim Lynn, Mike Tierney and staff to review pension information
- Bi-weekly meeting with Economic Development Director
- Discussed IJR/IMR with Planning Director

Spoke to, attended and/or met with:

- Attended UCF Incubator Program on economic development where the program and the County's partnership with UCF were discussed.
- Received the nomination of the Florida City and County Management Association for President-elect. If receive affirmation of membership will take office in June 2011 and be president of the state association in June 2012.
- Met with staff to discuss waterline extension for Energizer.
- Spoke with City Attorney about agreement with the State Attorney's Office for the prosecution of City Ordinances.

2. Community Development: **Page 1**

- Staff prepared an XU application to the Volusia Transportation Planning Organization (VTPO) complete with an in field photo essay of a possible bike/pedestrian trail from Division to Wilmette using the Thompson Creek Street right-of-way which includes the FP&L utility line and the creek. The application is a request for a feasibility study similar to the one that was completed which put into motion the Tomoka State Park Trail from Iglesias to the park which starts construction in FY2012. The city would use as a match the \$25,000 in TIF funds set aside this year for a study of a bike trail on Thompson Creek within the CRA. Using the CRA funds to match and leverage additional funds accomplishes a study of the entire corridor rather than just in the downtown.

3. Economic Development: **Page 2**

Ormond Crossings

- Staff transmitted their comments to Tomoka Holdings latest Master Development Plan. Staff spoke to Tomoka Holdings this week and their response to staff comments are being prepared for a joint meeting. Staff is awaiting submission of the development design standards, which will be needed as part of the platting and zoning process.

4. Airport: **Page 3**
 - The Volusia County Department of Economic Development recently posted on their website a reference to the amount of air traffic at the Ormond Beach Municipal Airport. The County stated that the Ormond Beach air traffic control tower was the busiest tower run by a private contractor in the United States. This assertion appears to be based upon an inaccurate interpretation of available data. According to an analysis of the FAA Air Traffic Activity Data System, the Ormond Beach air traffic control tower is the 12th busiest of the 246 federal contract tower locations currently in service nationwide.
 - Staff met with representatives from the FAA Airports District Office in Orlando to discuss possible regulatory issues involved with developing both aviation and non-aviation business activity at the airport, and to investigate proposed “through-the-fence” access to the airport from the Airport Business Park.
5. Finance: **Page 4**
6. Fire Service: **Page 4**
7. Human Resources **Page 6**
 - Volunteer Program for the City of Ormond Beach has been approved by the City Commission. HR preparing for launch of website page with volunteer application in early March. Working with PIO for news releases to notify citizens and City Departments. **Page 7**
8. Information Technology: **Page 7**
9. Leisure Services: **Page 8**
 - Athletics Maintenance. **Page 8**
 - Future Events at PAC. **Page 9**
 - Parks and Irrigation. **Page 11**
 - Building Maintenance. **Page 11**
10. Police: **Page 11**
 - Community Services & Animal Control. **Page 12**
 - Criminal Investigations/Records. **Pages 12/13**
 - Operations – Summary of specific crimes. **Page 13**
 - Neighborhood Improvement. **Page 15**
11. Engineering: **Page 15**
 - US1 Forcemain Extension Phase II - First component of mounting brackets for the watermain bridge attachment were installed. *Traffic barrier wall and signs removed for the duration of Bike Week* so that both lanes on southbound US1 will be opened.
 - Granada Bridge Decorative Pole Replacement – The contractor completed the work along the south side of the bridge and reopened the sidewalk. The contractor plans to complete all the fixture replacements in the next few weeks before replacing the poles and fixtures along the north side of the bridge after Bike Week concludes.
 - OBSC Boundless Playground - The playground layout was staked by staff and the existing sod was grubbed and removed so the area could be excavated for proposed surfacing.
 - Coolidge Avenue Roadway and Drainage Improvements - Construction is ongoing. A section of Division Avenue will be closed for installation of utilities.
12. Environmental Management Division: **Page 17**
 - Asphalt/Concrete. **Page 17**

- Tree Crew. **Page 17**
- Street/Stormwater Maintenance. **Page 18**
- Street Sweeping. **Page 18**

13. Fleet Operations: **Page 18**

14. Utilities: **Page 19**

- Airport Road Force Main Extension – Staff and consultant discussed efficient piping modifications for delivering additional reuse source water to Hunter's Ridge to augment current raw water source supply. Piping modifications will include new piping section and existing raw piping converted for reuse transmission to fill the storage tank with reclaimed water while allowing discharge pumping operations to irrigation – fire system to remain operable. Awaiting receipt of plans modifications. Easements forthcoming for CC consideration for a portion of the project corridor.
- Ormond Beach Wastewater Treatment Plant Rehabilitation Project – Preparation of Change Order #2 pending demonstration that ragging at the influent pump station (IPS) is eliminated or reduced to a reasonable frequency. Tampa Armature Works (TAW) delivered two pumps to the plant for installation. Anchor bolt installation was verified by the manufacturer's representative before the pumps were set. Pumps 1 & 2 are expected to be ready for start up next week. Control system programming is being modified to operate pump set point at an established minimum speed to verify that they will pass rags. A damage assessment of the remaining pump was performed by the manufacturer. The third pump will be ready for start up after a new impeller is manufactured and installed. Bypass pumping systems are in force at the facility and procurement process was completed with Thompson Pumps. CenState is aware of the situation and was informed that extra costs for this would be their responsibility. Copies of invoices will be sent to them for the pump bypass arrangement so they are aware of the accumulating costs.