

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: March 18, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meetings with City Attorney, Human Resources Director and Finance Director
- Bi-weekly meetings with Planning Director, Fire Chief and Economic Development Director
- Reviewed SPRC process with Planning Director
- Held weekly staff meeting with Directors
- Met with Economic Development Director and Airport Manager on Noise Abatement Task Force agenda item
- Discussed potential business prospects with Economic Development Director
- Met with Assistant City Manager, Fire Chief and Finance Director on fire apparatus replacement and staffing
- Met with Assistant City Manager and Utilities Director on FDEP inspection report for the wastewater treatment facility
- Met with staff members on the draft RFP for the southwest quad at the airport
- Attended Claims Committee meeting
- Reviewed scope of services for Ormond Beach's Andy Romano Beachfront Park with City staff and consultant

Spoke to, attended and/or met with:

- Attended Rotary board meeting
- Discussed City landscape contractor with citizen
- Attended United Way Allocations Panel orientation, assigned to review United Way affiliated organizations in West Volusia County.
- Met with Mayor Kelley, Economic Development Director, Airport Manager and several citizens regarding noise abatement at the airport.
- Attended VCARD's retirement lunch for Ron Nowvskie
- Attended NIAB meeting, advisory board discussed eligible CDBG projects
- Participated in FCCMA webinar on The Knowledge Network

2. Community Development: **Page 1**

- The Planning Director gave a presentation to the Economic Prosperity Committee of the Chamber on the four year effort of streamlining the development review procedures, process and physical space in which the development review process operates. **Page 2**
- A draft customer service 2-fold postcard questionnaire has been prepared for deployment after six months of operation under the revised joint permit counter. Staff is currently reviewing and making comments. **Page 2**

- The Department was visited by the CRS and all activities which have been claimed by the City for credit to receive the lower flood rating for the community is being audited. **Page 2**
 - It was reported by FDOT at the Technical Coordinating Committee that the SR40 resurfacing project from Tymber Creek Road to US1 will include bike lanes (4 foot to include curb and gutter). This will be done by reducing the existing lane widths to 11 feet. In addition, a 6 foot wide sidewalk (north side) and 5 foot wide sidewalk (south side) will be constructed west of I95 to Booth Road. West of Booth Road, a 6 foot wide sidewalk will be constructed west of the bridge to Tymber Creek Road on the north side. The bridge breakdown will be designed for pedestrian usage on the north side. The resurfacing project is scheduled for 2011-12. By the summer of 2012, sidewalk will exist from I95 to Airport Road Extension. **Page 2**
3. Economic Development: **Page 2**
- Ormond Crossings
- Tomoka Holdings has transmitted their revised Master Development Plan in response to staff comments. A joint meeting will be arranged to discuss the plan. Staff is awaiting submission of the development design standards, which will be needed as part of the platting and zoning process.
- Special Economic Development Projects
- Staff is working closely with the lead real estate broker in implementation of marketing strategies and identifying potential users of the Florida Hospital Memorial Division property. **Page 3**
 - Staff met to discuss the draft RFP for the SW Quadrant of the Airport. The RFP will be refined and brought before the Aviation Advisory Board and City Commission in April. **Page 3**
4. Airport: **Page 3**
- Staff hosted a meeting at City Hall to review aircraft noise abatement initiatives with certain residents of Ormond Lakes. Present at the meeting were Mayor Ed Kelley, City Manager Joyce Shanahan, Economic Development Director Joe Mannarino, Airport Manager Steven Lichliter, Mr. Vince Kinsler, Mr. Charles Russell, Mr. Robert Bruscoe, and Mr. Alan Burton.
5. Finance: **Page 4**
6. Fire Department: **Page 4**
- Operations
- Attended dispatch Force Watch training at Volusia County Sheriff's Office featuring a new web based program of live and replay abilities for vehicle apparatus tracking. **Page 5**
7. Human Resources **Page 6**
- Employee/City Benefits Program Update
- The February 2011 monthly report shows savings for City residents from the National League of Cities Prescription Discount Card Program to help cope with the high cost of prescription drugs. Over 681 residents have utilized the program and have saved \$27,575.12 over nine months. **Page 7**
- Training & Development Opportunities
- LEAPS Academy graduated first class of certified supervisors (18 total) on 03-10-11. HR Director to evaluate curriculum effectiveness based on participant feedback and observation; work with Daytona State College to improve effectiveness prior to second delivery of workshop. **Page 7**

8. Information Technology: **Page 8**
9. Leisure Services: **Page 8**
 - Athletics Maintenance. **Page 9**
 - Future Events at PAC. **Page 10**
 - Parks and Irrigation. **Page 11**
 - Building Maintenance. **Page 12**
10. Police: **Page 12**
 - Community Services & Animal Control. **Page 12**
 - Criminal Investigations/Records. **Pages 12-13**

Comments:

 - Two Black males from Orlando were identified from latent prints on a smash and grab car burglary (purse was located and the two suspects' prints were found inside the purse). Arrest affidavits were obtained on the two subjects and one has been arrested. The other suspect is still at large. Both subjects have been identified in numerous car burglaries in Volusia County and additional charges are pending. **Page 13**
 - The VCSO conducted a search warrant for child pornography at a residence in Ormond Beach. Investigators from our agency assisted and the Sheriff's Office seized numerous items including computers from the residence (for further investigation). **Page 13**
 - Operations – Summary of specific crimes. **Page 13**
 - Operation Plan for Bike Week is complete. Opening weekend seemed to have much larger attendance than usual; however, the amount of participants seemed to dissipate throughout the week. What is usually known as the "peak" weekend didn't seem as busy as the start of the week. Rain and cold weather may have played a role. Heard a few complaints that participants are tired of seeing the same events every year. **Page 14**
 - After Bike Week concluded, three (3) Motor units participated in motorcycle skill retraining with VCSO. We practiced safe vehicle escorts, evasive maneuvering and emergency braking - both individually and in large formation. VCSO intends to provide more of this vital training throughout the year at no cost, and has graciously extended an invitation to our Traffic Unit to participate whenever we are available to do so. **Page 14**
 - Neighborhood Improvement. **Page 15**
11. Engineering: **Page 15**
 - US1 Forcemain Extension Phase II - Contractor proceeded to perform restoration work along the shoulder of US1, the work on the bridge was halted due to the lane being re-opened for Bike Week. Now that Bike Week is over, contractor reclosed lane and restarted the work.
 - OBSC Boundless Playground - The play equipment installation is 95% complete and the safe mulch play surface has been rough spread to compact. Staff is scheduling the subcontractors to begin work as the park is ready for them.
12. Environmental Management Division: **Page 17**
 - Asphalt/Concrete. **Page 17**
 - Tree Crew. **Page 17**
 - Street/Stormwater Maintenance. **Page 18**
 - Street Sweeping. **Page 19**
13. Fleet Operations: **Page 19**

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. A meeting will be scheduled with the Breakaway Trails Homeowner's Association to explain how this project will benefit their community. Awaiting receipt of plans modifications. Easements forthcoming for CC consideration for a portion of the project corridor.
- Gravity Sewer Pipeline Repair – Four manholes on State Road 40 remain for completion. The remaining manholes are scheduled to be completed before the end of the month. Chaz Equipment Company is performing the work. **Page 20**
- SPRC – Plans for Ormond Beach Middle School Buildings 3 and 6 were reviewed. Plans to extend the active main to the site and a permit application were received from the developer's engineer. The plans and permit application were reviewed and comments were sent to the engineer. **Page 21**