

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: May 11, 2012

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly meetings with City Attorney,
- Weekly staff meeting with Directors
- Bi-weekly meetings with Economic Development Director,
- Met with Assistant City Manager and Leisure Services staff and toured future beachfront park property to plan for groundbreaking ceremony
- Met with Finance Director and Assistant City Manager on Town Hall Budget meeting logistics
- Met with Economic Development Director and Airport Manager on airport development
- Monthly meeting with HR Director and Risk Manager
- Met with Airport Manager, Economic Development Director and City Legal Department about possible legal issues relative to the airport.

Spoke to, attended and/or met with:

- Speaking engagement for PEO (Philanthropic Education Organization), spoke about Ormond Beach and my role as City Manager.
- Met with Jim Cameron, Daytona Chamber, and local business representatives on community and business issues.
- Attended Team Volusia meeting
- Attended Riverbend mediation in Daytona

2. Community Development: **Page 1**

- Staff has been informed that a Letter of Final Determination from FEMA to Volusia County and its cities will be sent on or around September 4, 2012. Consequently, the effective date of the new DFIRMS is 180 days from notice so it appears that the DFIRMS will not be effective until March 2013. As such, staff has begun to amend its Flood Plain ordinance which is independent of the DFIRMS.
- The effective date of the CRS classification improvement is May 1, 2012. The City is going from a Class 7 to a Class 6, a positive reduction. Those with flood policies in the floodplain will receive a 20% discount instead of the 15% previously provided. Preferred Risk policies go from a 5% discount to a 10% discount. New discounts will only apply to new or renewed policies. A plaque will be presented to the City Commission at a regularly scheduled City Commission meeting in June.
- The Department was notified by Kittleson & Associates concerning the SR40 PD&E Study. A public meeting is scheduled for June 7, 2012, at Riverbend Community Church located at 2080 W. Granada Boulevard. The meeting will be from 5:00 to 7:00m. Staff from Planning will be attending. An expanded version of this subject to include graphics has been prepared for the Weekly Review for this same reporting period.

3. Economic Development: **Page 3**

Ormond Crossings

- Staff finalized their comments to Tomoka Holdings. Staff met with Tomoka Holdings on April 27 and discussed the remaining items regarding the draft Master Development Plan and design standards documents. Staff is scheduling a workshop with the Planning Board in June to present the proposed documents. Following the meetings with the Planning Board, staff will present the findings to the City Commission for review and approval.

Airport Business Park

- Staff met with representatives of Florida Power and Light to determine ways to reduce power issues in the Park during moderate to heavy wind events. Staff walked the power line easement with FPL representatives to determine the area of vegetation clearing necessary to reduce power interruptions to the businesses in the Park. FPL has agreed to vegetation trimming which will require City participation. Staff has reevaluated the clearing work and expects to complete the work with existing resources.

4. Airport: **Page 4**

- Staff attended a meeting with the Civil Air Patrol this week where it was announced that a concentrated search and rescue exercise (SAREX) will be conducted at the airport on June 1st, 2nd and 3rd.
- Staff requested and has received a "Letter of Technical Advice" from the Florida Department of Revenue (DOR) to determine whether or not the City should be collecting sales tax on the fuel flowage fee charged to airport businesses that sell aviation fuel at the airport. The DOR has determined that sales tax is collectable on the fuel flowage fee.

5. Finance: **Page 4**

6. Fire: **Page 5**

Significant Incidents **Page 6**

- 5/2/12, 2:09 AM: River Bluff Dr. – Vehicle vs. Structure – Car entered into side of attached garage – thermal imaging camera utilized to check for fire due to light smoke haze – vehicle removed with wrecker – no injuries to occupants in vehicle or home.
- 5/3/12, 11:25 PM: Durrance Ln. – Vehicle Fire – Car abandoned after being set ablaze – fire then ignited a brush fire approximately a quarter acre in low fuel area under power lines – car and brush fire extinguished – scene turned over to Flagler and Volusia County Sheriff's Office for investigation.

7. Human Resources **Page 6**

8. Information Technology: **Page 7**

9. Leisure Services: **Page 8**

- Athletics Maintenance. **Page 9**
- Future Events at PAC. **Pages 9-10**
- Parks and Irrigation. **Page 11**
- Building Maintenance. **Page 11**

10. Police: **Page 12**

- Community Services & Animal Control. **Page 12**
- Criminal Investigations/Records. **Page 12-13**
- Operations – Summary of specific crimes. **Page 13**

- Neighborhood Improvement. **Page 14**
- 11. Public Works **Page 15**
  - Engineering: **Page 15**
    - Airport Rd. Forcemain Extension/Reclaimed Water Main Extension – Met with FPL to discuss power feed to the new booster pump station (to be constructed) for the reclaimed watermain, which will be located along Airport Road near the River Bend Golf Course. Approximately 1,800 feet of new forcemain was constructed along Airport Road and approximately 500 feet of reclaimed watermain was constructed within the Breakaway Trails subdivision.
    - Andy Romano Beachfront Park –The City Commission approved the bid to Saboungi Construction. Staff is working on setting up a groundbreaking ceremony prior to starting construction.
    - Central Park Paving – Prepared bidding documents and commission package. Zev Cohen Assoc. is working on final plans and cost estimate. Disposition for bidding is tentatively scheduled for the June 5 meeting. **Page 16**
  - Environmental Management Division: **Page 17**
    - Asphalt/Concrete. **Page 17**
    - Tree Crew. **Page 17**
    - Street/Stormwater Maintenance. **Page 18**
    - Street Sweeping. **Page 18**
  - Fleet Operations: **Page 18**
  - Utilities: **Page 18**
    - City's Consumptive Use Permit (CUP) Compliance Report - SJRWMD. Forwarding District staff waiver for extension District Board consideration for minor clarifications and comments concerning information contained in the technical staff report and proposed permit renewal conditions. CUP Compliance Report and renewal activities re-scheduled for Board review in early June 2012.
    - Concentrate Disposal Study – The permit was received from FDEP. The consultant is collaborating with FDEP to determine how to best add relocation of the concentrate piping discharge - connect to the reuse transfer pump discharge activity to the permit.
- 12. Support Services (formerly City Clerk's Office) **Page 22**