

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: August 31, 2012

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Met with Assistant City Manager, Economic Development Director, Finance Director and Planning Director on economic development incentives
- General budget discussion with Assistant City Manager and Finance Director
- Work day - Permitting and Utility Billing divisions
- Met with Assistant City Manager and City Engineer on beachfront park construction update

Spoke to, attended and/or met with:

- Team Volusia candidates meet and greet
- Volusia County Retrospective
- County Manager, discussed sports center
- United Way Board of Directors meeting
- Team Volusia Executive Committee meeting
- Team Volusia President/CEO second round candidate interviews
- Monthly City/County Managers' meeting
- Meeting with Ann Benedetti of SJRWMD
- Agenda Review: Commissioner Boehm

2. Community Development: **Page 1**

- The City is in receipt of the EnviroTips, which are videos that will be placed on the City Green Ormond Beach web site. The event, which was reported in last week's report to be on September 5, has been moved to Wednesday, September 19, 2012, at the PAC from 6:00 pm to 7:00 pm. Planning and Leisure Services staffs are planning on about 100 participants. The program will be short and the following video segments will be put onto a flash drive for the premier:
 - Conserving Energy – runtime 2:33
 - Solar Power – 2:36
 - Organic Gardening – 3:41
 - Composting – 2:53
 - Reduce – 3:30
 - Recycling – 3:09
 - Bicycle Riding 2:37

3. Economic Development: **Page 2**

Ormond Beach Chamber and Main Street

- Staff meets monthly with members of the Main Street Economic Restructuring Committee to discuss potential development opportunities in the district. Discussions include identifying potential development sites and business uses within the CRA district. Staff presented economic development incentive programs used by the City

of Delray CRA. Staff will be visiting the City of Delray next week with representatives of Main Street to learn more about the Delray CRA economic development incentive programs. The Committee will formulate incentive program that will be presented to the Main Street Board and City Commission. **Page 3**

4. Airport: **Page 3**
5. Finance: **Page 4**
6. Fire: **Page 4**
7. Human Resources **Page 5**
8. Information Technology: **Page 7**
 - Notable Events: FD Firehouse database issues required a rebuild of the database which took over 14 hours to process. FD staff has verified the data and has resumed entering current information.
9. Leisure Services: **Page 7**
 - Athletics Maintenance. **Page 8**
 - Future Events at PAC. **Page 9**
 - Parks and Irrigation. **Page 10**
 - Building Maintenance. **Page 11**
10. Police: **Page 11**
 - Criminal Investigations. **Page 11**
Comments: **Page 12**
 - Burglary (Car Break): Investigators submitted a latent print from a car burglary on Loyola Dr. The latent print has identified a suspect responsible for the burglary. Investigation continues and charges are expected.
 - A suspect has been identified in the recent Bank of America Robbery. Investigation continues and charges are pending.
 - Investigators identified two more suspects involved in the theft of approximately \$30,000.00 in merchandise from Wal-Mart. Charges have been filed on persons involved.
 - Community Service/Animal Service. **Page 12**
 - Operations – Summary of specific crimes. **Page 12**
 - Neighborhood Improvement. **Page 13**
Zone 1: **Page 14**
 - 1) 153 E. Lindenwood Circle – Received a complaint about the condition of the residence. The property is in foreclosure. The gutter system is in disrepair. There is probably some fascia work that needs to be done. There is also a torn tarp located partially on the roof to the rear portion of the residence and partially on the ground. NID will process cases with regard to registration of the property and use of tarp for an extended period of time. No other issues can be addressed at this time. The roof repair is scheduled to be completed by August 22, 2012. Repairs have not been made. A \$50 citation and notice of hearing has been issued. This case will be presented to the special magistrate on Sept. 24, 2012.
 - 2) 152 Dix Avenue – A complaint was received with regard to two addresses in that they are occupied by Wyo-Tech students and that there appear to be permit issues with regard to building conversions. The only violation that exists is renovation work done on 152 Dix Avenue without benefit of a permit. A notice of

violation was issued providing 30 days from receipt to have the violation corrected. The letter was signed for on June 28th. The owner has until the end of July to obtain permits or change the detached structure back to a garage. Permits may also be required to make any further changes to this structure. The owner has stopped cooperating with staff. A citation of \$100 and notice of hearing has been issued to the property owner for the illegal conversion of accessory building. This case is scheduled for the Special Magistrate hearing on September 24, 2012.

Zone 2:

1) S. Ridgewood Avenue – From W. Granada Blvd. to Division Ave. – Staff received a complaint regarding the condition of the entire area. The following cases are still being acted upon:

144 S. Ridgewood Ave. – This is a site maintenance case dealing with outside storage of personal property. The owner has long since been notified and has made some effort to clean the property yet there is still a significant amount of storage remaining. A \$50 citation and notice of hearing has been issued. This case will be presented to the special magistrate on Sept. 24, 2012.

301 S. Ridgewood Ave. – C. Wright Landscaping, Inc. is being operated from this property. A Home Occupational License exists. The owner is in violation of the conditions of the home occupation license in that a boom truck, wood chipper, and stump grinder were observed in the driveway. A notice of violation has been previously issued. A citation and notice of hearing were generated on July 25, 2012. This case has been rescheduled from the August 27, 2012 special magistrate hearing to Sept. 24, 2012.

11. Public Works **Page 14**

- Engineering: **Page 14**
 - Andy Romano Beachfront Park – The contractor has installed water mains, sewer, and storm mains east of the CCCL line. Service connections were made and meters set on the west side. Construction of the storm water collection system is almost complete. CMU's are being placed for the walls for the restroom/concession building. Other site work is commencing. **Page 15**
 - Hand Avenue – The contractor has completed the installation of underground utilities in the first phase work area and is now working on the road reconstruction. On Monday August 20th the contractor began work on the phase 2 work area which will close Hand Avenue from Nova Road to Oak Brook Drive and begin utility work on that phase. Work is progressing on schedule. **Page 15**
 - South Peninsula 2-inch Water Main Replacement - A walk through of the affected streets was held with the consultant to confirm the project's approach. A meeting with the affected residents to introduce the project to the public is scheduled for September 19th at 6:30 pm at The Casements. **Page 15**
 - North Peninsula 2-inch Water Main Replacement - Held 60% design review meeting. A meeting with the affected residents to introduce the project to the public is scheduled for September 26th at 6:30 pm at The Casements. **Page 15**
 - John Anderson Drive – The City Commission voted to amend the design contract to a limited option that included milling and resurfacing and providing for spot drainage repairs in flood prone areas. A meeting was held with the consultant to confirm the design intent and identify drainage area improvements. The consultant submitted 60% plans which staff reviewed and are now working on 90% submittals which are due in September. **Page 16**
- Environmental Management Division: **Page 17**
 - Asphalt/Concrete. **Page 17**

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

 - Fleet Operations: **Page 18**

 - Utilities: **Page 18**
 - Division Avenue Well Field Raw Water Piping – McKim & Creed is modeling system to determine theoretical chloride concentrations upon majority of the flows from the Division Avenue wells being diverted to the north end of the water plant for treatment by reverse osmosis. The modeling will be completed next week.
 - Airport Road Force Main/ Reuse Main Extension – Approximately 1,100 feet of reclaimed watermain pipe was installed along N US1 and Airport Rd. Project is 70% completed. Staff submitted Reimbursement Request No. 1 for 2nd Quarterly period report to District for SJ MFL Cost Share Agreement. **Page 19**
12. Support Services/City Clerk **Page 22**