

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: September 14, 2012

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly staff meeting with Directors
- Weekly meetings with City Clerk, HR Director
- Bi-weekly meetings with IT Manager, Police Chief
- Monthly meeting with Risk Manager
- Weekly budget discussion with Assistant City Manager and Finance Director
- Continued one-on-one meetings with commission and Economic Development Director to provide economic development updates
- Employee of the Quarter committee meeting, selected Officer Brugone

Spoke to, attended and/or met with:

- Attended Tomoka Trail ribbon cutting
- Attended Rotary meetings
- Met with Commissioner Stowers regarding golf ball issues from Riverbend Golf Club.
- Held Meeting with the Manager – some residents there to express concerns about smart meters.
- Met with FDOT, County and City staffs regarding FDOT paving projects for SR40
- Weekly conference call with FCCMA staff
- Held Walking with the Manager
- Met with Lori Partington regarding Black Heritage Trail and Learning Center
- Monthly conference call with FCCMA executive committee meeting

2. Community Development: **Page 1**

- Staff attended the FDOT Local Agency Interactive Project meeting concerning the paving and milling of SR40 from just west of Tymber Creek Road intersection to US1. East of I-95, the 14 foot lanes on SR40 will be reduced to 11 foot lanes and 4 foot marked bike lanes will be put in. FDOT is also planning to build transit pads for shelters at those bus stop locations where benches exist. Also discussed was the City's proposed gate entry sign at Williamson & SR40 and the need to ensure that the new control box for the mast arm intersection is not a visual obstruction to the sign. West of I-95, 5 foot and 6 foot sidewalks will be put in on the north and south sides of SR40. There are sections of sidewalks that will be missing due to the deep drainage swales. It was confirmed that the intersection of Tymber Creek Road and SR40 will have pedestrian signals and marked crosswalks.
- A public hearing before the Planning Board for the US1 Corridor Finding of Necessity is scheduled for the October 11<sup>th</sup> Planning Board meeting. Approximately 1,000 individual notices will be sent out informing the property owners of the Planning Board public hearing. The Finding of Necessity is a required step before preparing a redevelopment plan and requesting CRA delegation from the County Council. **Page 2**

- After three years of research, drafting, and review, staff will be processing a Low Impact Development (LID) amendment to the Land Development Code. LID is a stormwater approach to land development (or re-development) that works with nature to manage stormwater as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treats stormwater as a resource rather than a waste product. **Page 2**
3. Economic Development: **Page 2**  
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. FPL has completed their tree trimming along the power lines and they expect to notify the City and businesses of long term solutions to the ongoing incidents of power disruptions.
- Ormond Beach Chamber and Main Street **Page 3**
- 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 visited the City of Delray with representatives of Main Street to learn more about the Delray CRA economic development incentive programs. Staff presented the information on the economic development incentive programs used by the City of Delray CRA to the Main Street committee. Staff is in the process of preparing draft economic development incentive programs that would cover the downtown and citywide economic development projects. The incentive program that will be presented to the Main Street Board and City Commission when completed.
4. Airport: **Page 3**
5. Finance: **Page 3**
6. Fire: **Page 4**  
Significant Incidents **Page 5**
- 9/7/12, 10:20 AM: Division Ave. / S. Yonge St. – Motor Vehicle Accident Three car pile-up – one vehicle had right rear tire upon hood of second vehicle and left rear tire upon third vehicle – one passenger extricated with minor injuries. Accident caused by one vehicle turning in front of another vehicle. Traffic slowed down for 45 minutes while extricating patient. (See Weekly Review article).
7. Human Resources **Page 5**
8. Information Technology: **Page 6**
- Notable Events: Attended meeting with the Fire Chief at VCSO's office to discuss utilizing more of the technology services that are being offered as part of the consolidation of dispatch. Attended meeting with Joe Mannarino and a tenet of the business park along with an engineer from ATT to discuss strategies and options to enhance reliability of the data networks at the Business Park. **Page 7**
9. Leisure Services: **Page 7**
- Athletics Maintenance. **Page 8**
  - Future Events at PAC. **Page 8/9**
  - Parks and Irrigation. **Page 10**

- Building Maintenance. **Page 10**
10. Police: **Page 11**
- Criminal Investigations. **Page 11**  
Comments:
    - Bank of America Bank Robber identified and an arrest warrant obtained.
    - Grand Theft: Stolen Pressure Washer located in Pawn. Item pawned by victim's daughter's boyfriend. Charges filed.
    - Grand Theft: Suspect identified in the theft of approximately \$30,000.00 worth of jewelry from a N. Beach St. residence. The suspect had been staying at the residence as a guest. Some of the stolen property has been recovered and charges have been filed.
    - Robbery reported by a known local transient: The subject claimed that he had been beaten with a baseball bat and robbed in a park outside of the city. The subject was contacted by the County S.O. and then changed his story. The subject changed the location and claimed his was beaten and robbed at the Birthplace of Speed Park (approx. 5 miles from the original location). The subject's injuries were not consistent with his description of the attack and the incident is suspicious in nature. The subject was arrested two days later during an unrelated incident for shoplifting and resisting arrest.
  - Community Service/Animal Service. **Page 11**
  - Operations – Summary of specific crimes. **Page 12**
  - Neighborhood Improvement. **Page 13**
11. Public Works **Page 14**
- Engineering: **Page 14**
    - Roadway Resurfacing - The Casements parking lot was resurfaced and new wheel stops were installed. The new asphalt was contoured to have positive drainage, which significantly improved standing water problems that were in the parking lot.
    - 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 20<sup>th</sup> 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**
  - Environmental Management Division: **Page 16**
    - Asphalt/Concrete. **Page 16**
    - Tree Crew. **Page 17**
    - Stormwater Maintenance. **Page 17**
    - Street Sweeping. **Page 18**
  - Fleet Operations: **Page 18**
  - Utilities: **Page 18**
    - Airport Road Force Main/Reuse Main Extension – Directional drilling under the Tomoka River has begun.
    - Hand Avenue Extension – Contractor performing phase 2 work. A water main shut down on Collins Street is scheduled for storm drain installation. **Page 19**

- **Consumptive Use Permit Unaccounted for Water:** Staff has received the results from the City's contractor that tested the accuracy of 121 selected residential water meters. The data is valuable in determining how to improve the percentage of unmetered and unaccounted for water in the City's distribution system. From a regulatory standpoint, the CUP stipulates that no more than 10% of treated water may be unmetered. Staff is continually trying to minimize unaccounted for water percentage. **Page 22**

12. Support Services/City Clerk **Page 22**