

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: December 7, 2012

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meetings with City Attorney, City Clerk, HR Director
- Held quarterly staff meeting with Directors and Managers
- Bi-weekly meeting with Fire Chief
- Budget discussion with Assistant City Manager and Finance Director

Spoke to, attended and/or met with:

- March of Dimes leadership breakfast
- Spoke with Ms. Lanham regarding Lake Walden Cove neighborhood concerns
- City Commission Workshop on advisory boards
- City Commission meeting
- Weekly conference call with FCCMA staff
- Volusia County Council meeting on the countywide food drive presentation
- Team Volusia seminar on Playing to Win in Economic Development
- Mayor's Fitness Walk
- Home for the Holidays Parade

2. Community Development: **Page 1**

- Staff is in the process of preparing a letter and draft delegation resolution for submittal to the Volusia County Council prior to action by the City Commission on the Finding of Necessity for the US1 corridor.

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

Significant Incidents

- 11/26/12, 1:57 PM: Breakaway Trails / Tomoka Ridge Way – Brush Fire – Column of smoke showing when entering subdivision – slow moving fire located in vacant area of woods – two homes on south side of wooded area – additional manpower utilized to protect homes – lines cut around one acre to contain fire and extinguish – cleared scene at 9:30 PM – units to return in morning to check area.
- 11/27/12, 8:07 AM: Breakaway Trails / Tomoka Ridge Way – Brush Fire – Previous fire causing smoke due to several flare ups within cut lines – utilized 3,500 gallons of water mixed with foam to cover area – cleared scene at 12:04 PM.
- 11/27/12, 3:54 PM: 55 E. Granada Blvd. – Suicide – Responded to post office for an unconscious female due to self-inflicted gunshot wound.

- 12/1/12, 7:01 PM: Creek Ln. – Structure Fire – Provided assistance to Volusia County – flames showing from single wide mobile home – 25% involvement of structure – no injuries - cleared scene at 9:34 PM.

7. Human Resources **Page 5**

8. Information Technology: **Page 6**

9. Leisure Services: **Page 7**

- Athletics Maintenance. **Page 7**
- Future Events at PAC. **Page 8**
- Parks Maintenance. **Page 9**
- Building Maintenance. **Page 10**

10. Police: **Page 10**

- Criminal Investigations. **Page 10**
Comments: **Page 11**
 - Hunter's Ridge subdivision had several car burglaries. One vehicle had a window broken and several other unlocked vehicles were entered. No evidence was found at the scene. Some of the property was recovered throughout the neighborhood.
- Community Service/Animal Service. **Page 11**
- Operations – Summary of specific crimes. **Page 11**
Traffic Unit: Page 12
 - 12-11-00486 - Clyde Morris/Spring Meadows – Motorcycle crash with serious injury. Car exited Spring Meadows turning left onto Clyde Morris Blvd. into the path of a South bound motorcycle. The motorcycle rider was transported with multiple injuries.
 - The traffic unit is conducting concentrated patrols in shopping plazas through the end of the year to prevent car burglaries and purse snatches. We are also working heavily on fire lane and handicapped parking violations. We have seized 8 handicapped permits so far which were being used by friends and family members who are not handicapped.
- Neighborhood Improvement. **Page 13**

11. Public Works **Page 13**

- Engineering: **Page 13**
 - Central Park Paving – Site restoration and cleanup are in progress at Fleming Avenue. Grading and placement of sod continues for the retention ponds at Hammock Lane. Fleming Avenue and Hammock Lane parking lots have been paved. **Page 14**
 - Andy Romano Beachfront Park –The parking area has been completed. The coquina is being placed on the restroom/concession building, the roofing is being installed, and the cupolas have been installed on the building. Pavers are being placed and park amenities are being installed. Dune restoration is on-going. **Page 14**
 - Hand Avenue – The first phase of work from US1 to Coolidge is open. Paving from Nova to Stratford place was completed and this section of road is open. We have installed 1-inch of paving and intend to come back once all phases are complete and install a second 1-inch lift the entire length of the road. For now there will be a 1-inch difference in the pavement elevation and the edge of curb. This will provide a final road with no joints which will enhance the final appearance and ride of the road. FDOT typically follows this procedure for State roads. The contractor is continuing with water main installation and will complete

the next section of paving from Stratford Place to Oak Brook Drive within the next couple of weeks. A meeting was held with the School Board Director to discuss and coordinate bus stop routing and student safety within the construction work area. **Page 14**

- Environmental Management Division: **Page 17**
 - Asphalt/Concrete. **Page 17**
 - Tree Crew. **Page 17**
 - Stormwater Maintenance. **Page 17**
 - Street Sweeping. **Page 18**
 - Fleet Operations: **Page 18**
 - Utilities: **Page 18**
 - North Halifax Drive Rehabilitation - Reclaimed Water Main Extension – Water Distribution crews replaced old and non-operating 8 inch water main valve at Halifax-Neptune intersection prior to resurfacing activities. Awaiting contractor to proceed with construction activities. **Page 19**
 - Public Education of Sewer Users: A brochure is posted on the City's website (www.ormondbeach.org, "News and Announcements," click on "view all") to inform customers of proper use of the City's sewer system with special consideration to oil and grease being contributed to the sewer as the holidays approach. The brochure outlines the detriment of oil and grease to the collection system. Appropriate disposal methods are also described to include additional information regarding disposal of non-flushable items and medicines. Staff is also considering other public outreach avenues such as the Earth Day event. **Page 22**
12. Support Services/City Clerk **Page 22**