

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: February 22, 2013

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- One on one meetings with City Attorney, Fire Chief, City Clerk, and Planning Director
- Weekly staff meeting with directors
- Work day with Water Plant staff

Spoke to, attended and/or met with:

- Spoke to Lori Partington's BCU's Mass Communications Class about the proposed Ormond Beach Heritage Trail project
- Weekly conference call with FCCMA staff
- Participated in United Way luncheon fundraiser
- NIAB meeting at The Casements

2. Community Development: **Page 1**

- Planning and GIS met with representatives from Taylor Engineering to discuss the Ormond Beach FEMA map appeal. The City was informed that the preliminary maps in the Hand Avenue area will not be changing based on the CDM study results submitted. The maps will be changed for Ormond Green. They explained that CDM used a different model than the one Taylor used as required by FEMA. The City was told that we could provide elevation information on Yonge Street which would help reduce the Approximate A zone from expanding east of Yonge Street. GIS was assigned the task of providing surveys showing the elevations along Yonge Street. Also, it was explained that the City has been building many facilities along Hand Avenue to improve the drainage. Taylor Engineering suggested we submit the completed storm water improvements as a Letter of Map Revision (LOMR) to FEMA and potentially change the map panels at that time. Taylor Engineering was asked if they knew when FEMA would be issuing a Letter of Final Determination (LFD). They could not provide a date. Taylor indicated a number of appeals were being wrapped up this month. Taylor Engineering did explain that the City will see the maps again and will have a 30-day comment period not for content but mainly for scrivener's errors. When the LFD is issued we will have the 6-month government compliance period before the new FIRMs become effective. Planning thanks Shawn Finley, who moved from Planning to Engineering, for the excellent job in the appeal of the preliminary Base Flood Elevation's (BFE) and expanded Approximate A zones and should be commended. GIS also did outstanding work in providing maps and information towards this effort as well.

3. Economic Development: **Page 2**

Prospective Business Attraction/Retention/Expansion

- Staff prepared incentive Agreements for 2 businesses that are proposing to redevelop and reuse a vacant furniture store next to Kalin Furniture for an office complex. The incentives have been approved by the City Commission. The State Department of Economic Opportunity is now in the process of finalizing their approval

of the Qualified Target Industry tax credit Agreement with Healthcare Billing Systems.
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4. Airport: **Page 3**
5. Finance: **Page 3**
6. Fire: **Page 4**
Significant Incidents
 - 2/11/13, 3:58 PM – S. County Road 3 – Brush Fire – Provided assistance to Volusia County for 450 acre brush fire off State Road 40 near Pierson – Brush Attack 94 utilized 1,000 gallons of water and assigned to water supply – cleared scene at 8:42 PM.
7. Human Resources **Page 4**
8. Information Technology: **Page 6**
 - Notable Events: Increased network Firewall activity from outside of North America logged on the network firewall. High number of email messages Quarantined and Blocked.
9. Leisure Services: **Page 6**
 - Athletics Maintenance. **Page 7**
 - Future Events at PAC. **Page 8**
 - Parks Maintenance. **Page 9**
 - Building Maintenance. **Page 10**
10. Police: **Page 10**
 - Community Service/Animal Service. **Page 10**
 - Criminal Investigations. **Page 11**
Comments:
 - Sexual assault case involving a minor child. The suspect was arrested for the assault. The family and victim are receiving services through the Victim Advocate.
 - Exploitation case involving an adult son stealing funds intended to pay for elderly mother's care. Theft has amounted to over \$20,000. Investigators are in the process of charging the victim's son for the theft.
 - Operations – Summary of specific crimes. **Page 11**
 - Neighborhood Improvement. **Page 13**
11. Public Works **Page 14**
 - Engineering: **Page 14**
 - Downtown Granada Median Improvements – Staff contacted FDOT last week with concerns specific to housekeeping of the contractor's storage yard. No work will be performed from 2/18 – 2/25 due to race week activities. Staff has appealed the permit denial decision to the FDOT District Secretary.
 - Wastewater Treatment Plant Expansion and Rehabilitation – All equipment and process units have been completed. The administration building modifications have been constructed. The new perimeter road is being constructed. The contractor has indicated their intent to keep two crews working throughout the project which will accelerate the project's completion by 42 days. Substantial Completion is estimated for February 27th. Operator training on completed components is on-going. **Page 15**

- Environmental Management Division: **Page 17**
 - Street Maintenance/Asphalt/Concrete. **Page 17**
 - Tree Crew. **Page 17**
 - Stormwater Maintenance. **Page 18**
 - Street Sweeping. **Page 18**
- Fleet Operations: **Page 18**
- Utilities: **Page 18**
 - Cross Connection Control (CCC) Program Management Services – Draft specifications are being reviewed for procurement of dual check valve backflow devices and re-build kits by the City. The survey was completed in the Breakaway Trails, Hunter’s Ridge and Deer Creek Subdivisions to determine which homes already had dual check backflow preventers installed. The vast majority of residences had Ford model assemblies. Application for wastewater facility permit modification for reuse service area expansion is being reviewed by FDEP. **Page 19**
 - John Anderson Drive Roadway Improvements – Met with Engineering Division and consultant to discuss the utility relocation aspects of the project. Installing deflections, hydrants and connecting the mains on the side streets to the 12-inch main would allow the existing 6-inch water main to be abandoned, eliminating the planned deflections to this line. Reducing the length of proposed extension of the 16-inch force main was also discussed to reduce project costs. The consultant to assess cost savings of the proposed changes for presentation and further consideration. **Page 19**

12. Support Services/City Clerk **Page 23**