

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: March 1, 2013

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- One on one meetings with Economic Development Director, HR Director
- Discussion with Planning Director on transportation topics for commissioner meeting with Congressman DeSantis
- Financial Trends workshop preparation with City staff
- Met with Fire Chief and Assistant City Manager on Fire administrative office
- Inspected new Wigley t-ball field

Spoke to, attended and/or met with:

- Attended beachfront park grand opening
- Met with City staff and FPL representatives on Airport Business Park
- Weekly conference call with FCCMA staff
- City/County Managers' meeting
- Volusia County's EOC ribbon cutting
- Budget Advisory Board meeting
- County Council meeting regarding no drive zone in front of the beachfront park and CRA issues
- Mike Sibley of James Morris, Lean Six Sigma discussion
- Neighborhood Improvement Advisory Board meeting
- FCCMA nominating committee meeting in Orlando
- Doug Wigley t-ball field dedication

2. Community Development: **Page 1**

- Planning met with representatives from Consolidated Tomoka Land Company (CTLC) to discuss annexation of CTLC lands located on Williamson Boulevard. CTLC expressed no opposition to annexation. The CTLC lands are wetlands and they would like to not to own the property in fee simply due to liability issues. The Department volunteered to contact Volusia County who is in land management of wetlands to determine if they would be willing to take title.
- The Department has reviewed the newspaper advertising costs associated with public hearings such as Special Exceptions, Planned Developments, re-zonings, and Comprehensive Plan amendments. There are two types of newspaper advertisements: display and legal advertisements. City staff has historically provided display advertisements for Special Exceptions, Planned Developments, re-zonings, and Comprehensive Plan amendments. This form of advertisement exceeds the requirements for a legal ad (no map). Based upon the current rates of advertising costs, the display ads are costing applicants and the City approximately \$400 more per advertisement, or \$800 on a Special Exception or \$1,200 on a Planned Development or Rezoning. It is the intent of City staff to stop utilizing display advertisements where not required by the City's Land Development Code or State

statutes. The cost savings to the applicant and to the City would be approximately \$400 per advertisement.

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. **Page 3**
4. Airport: **Page 3**
5. Finance: **Page 3**
6. Fire: **Page 4**
Significant Incidents Page 5
 - 2/18/13, 8:16 AM – Garden Ln. – Structure Fire – Upon arrival found flames and smoke showing from residential home – fire located in attic above bedroom – all occupants out of home with no injuries – estimated value loss to home was \$48,000 with property value saved at approximately \$137,000 – cleared scene at 11:42 AM.
 - 2/18/13, 12:39 PM – Eagle Walk Dr. – Brush Fire – Provided assistance to Volusia County and Department of Forestry for 70 acre brush fire – units assigned to structural protection – cleared scene at 7:00 PM.
 - 2/19/13, 11:35 AM – Boice Ln. – Brush Fire – Mutual Aid requested from Flagler County – two acre brush fire located on Flagler/Volusia County line at Boice Lane and end of Durrance Lane – cleared scene at 1:24 PM.
7. Human Resources **Page 5**
8. Information Technology: **Page 7**
9. Leisure Services: **Page 7**
 - Athletics Maintenance. **Page 8**
 - Future Events at PAC. **Page 9**
 - Parks Maintenance. **Page 10**
 - Building Maintenance. **Page 11**
10. Police: **Page 11**
 - Community Service/Animal Service. **Page 12**
 - Criminal Investigations. **Page 12**
Comments:
 - Scrap metal theft occurred at Publix. Possible suspect vehicle was identified. Employees from scrap yard were able to identify who the vehicle belonged to leading to the identity of the suspect. Charges pending
 - Operations – Summary of specific crimes. **Page 13**
 - Neighborhood Improvement. **Page 15**
11. Public Works **Page 16**
 - Engineering: **Page 16**
 - North Halifax Dr. Improvements – Milled and resurfaced approximately 1.1 miles of side roads. South Halifax Drive at SR40 was patched where the reclaimed watermain was extended. Work has begun on removal and replacement on

select areas of curb and gutter and sidewalk. North Halifax Drive resurfacing is complete and temporary striping was painted.

- 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 March 8th. Operator training on completed components is on-going. **Page 17**

- Environmental Management Division: **Page 19**
 - Street Maintenance/Asphalt/Concrete. **Page 19**
 - Tree Crew. **Page 19**
 - Stormwater Maintenance. **Page 20**
 - Street Sweeping. **Page 20**

- Fleet Operations: **Page 20**

- Utilities: **Page 20**
 - North Peninsula 2-inch Water Main Replacement – Bids were received on February 20, 2013. Purchasing Department and consultant reviewing bids. Engineering is verifying schedule with FDOT for the Additive Alternate Lynnhurst Drive – A1A portion of the project to determine if funding needs to be accelerated. **Page 21**
 - Ormond Beach Wastewater Treatment Plant Rehabilitation Project – Influent PS Pump #3 start-up activities are delayed until the controller in the VFD can be replaced. Staff sent a response to Contractor disputing manufacturer claims that the controller is not a warranty item. Public Works Advisory Board Agenda Item. **Page 21**

12. Support Services/City Clerk **Page 24**