

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: May 17, 2013

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly meeting with PW Operations staff
- One on one meetings with IT Manager, Planning Director, Police Chief, HR Director, Fire Chief and Economic Development Director
- Weekly staff meeting with Directors
- Staff meeting on Durrance Lane issues prior to meeting with Flagler County staff
- Met with Legal Department and PD staffs on residency issues regarding sexual offenders

Spoke to, attended and/or met with:

- Rotary meeting
- United Way Executive Committee
- Weekly conference call with FCCMA staff
- Quarterly update meeting with Chamber of Commerce president and executive director
- Spoke with Dominic Reiley regarding his Boy Scout community badge
- Crimestoppers banquet
- Public Works Advisory Board
- Neighborhood Improvement Advisory Board
- City staff, the Mayor and I met with Flagler County Manager and County Commissioner Member on Durrance Lane/Strickland Road issues
- Claims Committee Meeting
- Met with Ken Parker, Senior Advisor ICMA

2. Community Development: **Page 1**

- The HLPB approved the removal of 393 John Anderson from the Landmark List of the Land Development Code. LDC amendments to remove this property from the Landmark list will be processed to the Planning Board and City Commission.

3. Economic Development: **Page 2**

**Ormond Crossings**

- The Planning Board held a workshop on June 18, 2012 for staff to present the proposed Master Plan and design standards documents. Legal Department staff has reviewed the material and transmitted comments and recommendations to Tomoka Holdings. Staff has transmitted their recommended amendments to the Master Development Plan Tomoka Holdings for their review. Staff arranged a conference call with Tomoka Holdings to discuss the few remaining issues in the MDP. The issues have been resolved and the documents are expected to be reviewed by the Planning Board at their July 11, 2013 meeting. Following the meeting with the Planning Board staff will present the findings to the City Commission for review and approval. Staff will begin discussions with Tomoka Holdings regarding the construction of infrastructure to the Commerce Park portion of the project and a plan for opening up sites for business development.

4. Airport: **Page 3**
5. Finance: **Page 3**
6. Fire: **Page 4**  
Significant Incidents **Page 5**
  - 5/9/13, 9:36 AM: Nelson Ave. – Structure Fire – Provided aid to Volusia County – upon arrival found flames through roof and heavy fire – provide water and fire suppression – two dogs found alive in rear of home and provided oxygen – total loss to property and contents.
  - 5/12/13, 3:51 PM: Nova Rd. / Mooreland Blvd. – Motor Vehicle Accident – Driver of vehicle hit motorcycle with two riders – one patient a trauma alert at scene – other patient upgraded to trauma alert during transport – two firefighters assisted EVAC with patient care during transport.
7. Human Resources **Page 5**
8. Information Technology: **Page 7**
  - Notable Events: Continuing the rollout of the new ATT aircards to the remainder of the mobile users in Police/Fire/Public Works/Building Insp./Engineering Insp./Utility Billing departments.
9. Leisure Services: **Page 7**
  - Athletics Maintenance. **Page 8**
  - Future Events at PAC. **Page 9**
  - Parks Maintenance. **Page 10**
  - Building Maintenance. **Page 10**
10. Police: **Page 11**
  - Community Service/Animal Control. **Page 12**
  - Criminal Investigations. **Page 12**  
Comments:
    - Child Abuse Case: Investigators are looking into a report where a juvenile had been physically abused by his father. DCF notified and case is still under investigation. The child is staying at a friend's house.
    - Sex Offense: a woman reported that she was sexually assaulted by her boyfriend. Investigation continues.
  - Operations – Summary of specific crimes. **Page 12**
  - Neighborhood Improvement. **Page 15**
11. Public Works **Page 16**
  - Engineering: **Page 16**
    - Airport Rd. Forcemain Extension/ Reclaimed Water Main Extension – Final site cleanup and project closeout is in progress. Work continues on finalizing the Reclaimed Watermain booster pumps and control valve SCADA controls, which is approximately 90% completed, although the reclaimed water is available to fill the Breakaway Trails storage tank.
    - Tymber Creek Phase I – FPL has mobilized to begin relocating power poles and rewiring power lines. Work continues on construction of the box culvert at the Little Tomoka River and roadway widening construction from SR40 to the box culvert.

- Environmental Management Division: **Page 18**
    - Street Maintenance/Asphalt/Concrete. **Page 18**
    - Tree Crew. **Page 19**
    - Stormwater Maintenance. **Page 19**
    - Street Sweeping. **Page 20**
  - Fleet Operations: **Page 20**
  - Utilities: **Page 20**
    - Airport Road Force Main/ Reuse Main Project – Project is nearing completion and punchlist items are being performed. Automation and monitoring systems for operation of the booster pump and valve actuation devices remain for completion. **Page 20**
    - Temporary Disinfectant Conversion in Water Supply: The Utility Division will temporarily modify the disinfectant used for the City's potable water system. From June 10 to July 1, the disinfection of the water distribution system will be performed with free chlorine rather than chloramines. The conversion is recommended by the DEP and is a common practice among Utilities. **Page 24**
12. Support Services/City Clerk **Page 24**