

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: July 12, 2013

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meeting with Public Works operations staff
- One on one meetings with City Attorney, IT Manager, Economic Development Director, Police Chief, HR Director and Risk Manager
- Field day with Wastewater crew
- Finalized Budget meetings and budget document with Finance Director

Spoke to, attended and/or met with:

- Rotary meeting
- General discussion with YMCA board member Charlie Lydecker and CEO Teresa Rogers to review their plans for enhancements to the YMCA located on Sterthaus
- VCARD/VCOG Legislative update
- Budget Advisory board meeting

2. Community Development: **Page 1**

- The City has been a participant in the Volusia County Local Mitigation Strategy (LMS) initiative since 1998. The LMS was created and adopted in order to more effectively plan disaster related responses and provide mitigation initiatives designed to reduce flooding problems and/or to protect people and property when flooding does occur. To continue participation in the National Flood Insurance Program (NFIP) and fulfill the Community Rating System (CRS) criteria, an annual progress report on the status of the project implementation is required and has been completed. A copy of the 2013 annual progress report is included in this week's Weekly Review.

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 to 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 were 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 is discussing with Tomoka Holdings strategies for 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 4**
6. Fire: **Page 4**
Significant Incidents **Page 5**
 - 7/3/13, 6:36 PM: 140 N. Beach St – Hazardous – Marine 93 was launched to retrieve two 8'x 4' fireworks platforms floating down Intercoastal Waterway – crew was able to secure platforms to floating docks – cleared scene at 7:54 PM.
 - 7/4/13, 8:12 PM: Anniston Ave. – Structure Fire – Provided assistance to Holly Hill for a garage fire – entry made in side door of garage – pressure washer found sitting on bag of charcoal – fire extinguished immediately.
 - 7/6/13, 11:58 AM: Cardinal Dr. / S. Atlantic Ave. – Drowning – Upon arrival found Beach Patrol performing CPR on victim after being pulled from water – fire crew worked with Beach Patrol until EVAC arrived – two firefighters assisted with patient care during transport to hospital.
7. Human Resources **Page 5**
8. Information Technology: **Page 7**
 - Notable Events:
 - PD Mobile Data Terminals experienced much higher than normal connectivity issues, likely due to the influx of visitors in the area for the races utilizing the cellular networks.
 - MinuteTraq (Agenda Processing) update process went badly, required IT staff to install on individual machines manually.
 - Large number of Security Updates from Microsoft to be pushed out to the all computers
 - Adobe issued several security updates that caused minor issues with the update process.
9. Leisure Services: **Page 7**
 - Athletics Maintenance. **Page 8**
 - The City's Summer Youth Volleyball Program continued this week on Tuesday and Thursday from 5:30-7pm and 7-8:30pm. **Sixty-five participants are currently signed up; this is double the amount of participants usually registered for the summer session.**
 - Performing Arts Center. **Page 9**
 - Parks Maintenance. **Page 10**
 - Building Maintenance. **Page 10**
10. Police: **Page 11**
 - Community Service/Animal Control. **Page 11**
 - Criminal Investigations. **Page 11**
 - Operations – Summary of specific crimes. **Page 12**
 - Neighborhood Improvement. **Page 14**
11. Public Works **Page 15**
 - Engineering: **Page 15**
 - 2-inch Water Main Replacement – Mainland – Construction is scheduled to begin July 16, 2013 and to be completed in March 2014. Notification to residents are being delivered in a staggered schedule 2 to 4 weeks prior to startup of construction activities on the various grouping of streets represented in the online construction schedule.
 - Central Park Lake Interconnects – The closure of Hammock Lane has occurred and the contractor has milled the road in the area of work and has begun utility

relocation work. Division Avenue will remain the detour for both this closure and the Hand Avenue project during this time.

- 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 19**
 - Airport Road Force Main/ Reuse Main Project – Project is nearing completion and punch list items are being performed. Flow meter was repaired. Motor operated valve and automation controls remain for completion.
 - Mainland 2-inch Water Main Replacement –The Notice to Proceed date is 7/8/13. Project will begin 7-15-13.
 - North Peninsula 2-inch Water Main Replacement – Bacteriological sampling results received for FDOT A1A – Lynnhurst portion of the project. A service line to Neptune Park serving six homes was discovered to be connected to the existing hydrant piping scheduled for removal. An alternative connection was provided using a 2-inch tap installed at the south end of the subdivision. Connection to water main on Lynnhurst Drive to A1A was performed and main relocation on west side A1A is complete.

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