

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: July 18, 2014

- City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Tennis Center RFP discussion with staff
- Staff meeting with directors
- General discussion meetings with Planning Director and Fire Chief
- Reuse expansion discussion with staff
- Budget discussion with Assistant City Manager, Finance Director and Accounting Manager

Spoke to, attended and/or met with:

- As requested, general discussion with Commissioner Boehm
- Rotary board meeting
- FCCMA Strategic Planning Task Force conference call
- General discussion meeting with Rick Fraser, Chamber of Commerce Executive Director

- Community Development: **Page 1**

- The Department received from Cardno TBE a proposal to prepare the grant to EPA for the \$400,000 related to petroleum products and hazardous substance sites. Preparation cost is \$3,500. The Brownfield Initiative Program is to target the airport and US1 North once all sites have been identified and investigated. If funds are left over, then additional sites throughout the city will be investigated.

- Economic Development: **Page 2**

- Airport: **Page 2**

- Finance: **Page 3**

- Fire: **Page 3**

Significant Incidents **Page 4**

- 7/10/14, 3:11 AM: Brooks Dr. – Structure Fire – Two Ormond Beach units assisted Volusia County – upon arrival found visible flames from a single family home – residence filled with heavy smoke – one occupant transported and second occupant treated on scene – fire called out at 3:44 AM – home was ventilated – cleared scene at 4:38 AM.

- Human Resources **Page 4**

- Information Technology: **Page 5**

- Notable Events: **Page 6**

- Preparing for the Naviline upgrade from version 7 to version 9 this weekend. Created two new Windows servers for the front-end processing and reports generator. This is a major upgrade that has been on hold for nearly two years as staff went through the RFP

process for the system replacement. The upgrade is necessary as Sungard will not support the current version as we prepare to close the fiscal and calendar year processing and reporting in September and December.

- Created new server for the GIS project to upgrade from GTG GeoBlade product to GTG VantagePoints. Vendor onsite to perform the upgrade configuration and conversion.

- Leisure Services: **Page 6**
 - Athletics Maintenance. **Page 7**
 - Performing Arts Center. **Page 7**
 - Building Maintenance. **Page 8**
 - Parks Maintenance. **Page 9**

- Police: **Page 9**
 - Community Service/Animal Control. **Page 10**
 - Criminal Investigations. **Page 10**
Comments
 - Burglary Business: Investigators identified a juvenile responsible for the burglary at the Breakaway Trails Clubhouse where golf carts were stolen. An arrest warrant was obtained and the subject has been arrested.
 - Burglary Residential: Latent prints came back indentifying the person responsible for a burglary on Cypress Circle where a big screen television was stolen. The subject in question is a known person to investigators who has been arrested for burglaries in the past. Investigation continues.
 - Grand Theft: Investigators located a \$3,000 bracelet that was stolen from Spring Meadows. The item was pawned by the victim's grandson.
 - Operations – Summary of specific crimes. **Page 11**
 - Neighborhood Improvement. **Page 15**

- Public Works **Page 16**
 - Engineering: **Page 16**
 - Tymber Creek Phase I – The project is approximately 90% complete. Final paving and site restoration are underway.
 - John Anderson Drive – The contractor has completed all underground water/stormwater/force main work. Activities will now concentrate on final paving and restoration.
 - Downtown Underground Utilities Conversion – Carter Electric have stabilized their construction staging site and are finalizing restoration. Final Easements and Right-of Way agreements have been completed and are submitted for execution at the July 29 City Commission meeting.
 - Audible Pedestrian Signals – The FDOT is looking for additional funding to construct ADA improvements at one of the intersections. If the contractor is agreeable to perform the extra work a LAP agreement will be processed for the additional funding.

 - Environmental Management Division: **Page 18**
 - Street Maintenance/Asphalt/Concrete. **Page 18**
 - Tree Crew. **Page 18**
 - Stormwater Maintenance. **Page 19**
 - Street Sweeping. **Page 19**

 - Fleet Operations: **Page 19**

 - Utilities: **Page 20**
 - John Anderson Drive Water Service Replacement – Submitted design to Engineering and received a set of plans. Prepared Volusia County Use Permit Application.

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- South Peninsula Reclaimed Water Main Extension – Reviewed preliminary plans with design engineer. Discussed options to reduce the project cost to stay within the allotted budget.
- Support Services/City Clerk **Page 23**