

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: December 18, 2009

1. City Manager: **Page 1**
 - Met with City Engineer, discuss EVRWA meeting
 - Prepared agenda responses
 - Reviewed Ormond Crossings report
 - Pre Mediation meeting, Riverbend I with L. Bartlett and City Attorney
 - Attended Volusia County Council Meeting, Ormond Crossings
 - Ribbon Cutting Ceremony at The Casements
 - #1 Mediation, for Riverbend at Don Hawkins office in Daytona Beach

2. Community Development: **Page 2**
 - The Planning Department has arranged with the MPO to sponsor a Make Your Mark in 2035 workshop where participants are allocated funds and decisions are made by the participants to place as a priority a range of improvement projects ranging from new roads to transit and trails. The workshop is planned at the Performing Arts Center on January 11, 2010 beginning at 6:00 pm (with a 5:00 pm set-up) and lasting until 9:00 pm.
 - The Planning Board met to consider the T-1 rezoning changes along with a workshop on the wetland, flood, and sign amendments to the LDC. The T-1 rezoning changes were continued when an owner of a mobile home park objected to the City's requirement that should a disaster occur and over 50% of the mobile homes are destroyed, an in-place shelter requirement would be triggered for those residents not located in a flood hazard area.

 - Building Inspections, Permitting & Licensing: **Page 2**

3. Economic Development: **Pages 2/3**
 - Staff met with officials from Volusia County transportation department, FDOT, and Tomoka Holdings to discuss the updated traffic analysis and determine the off-site transportation mitigation measures. As a result of the meeting, Tomoka Holdings is preparing plans to address mitigation at the US1 and I-95 interchange and revising language in the Remedial Amendments to clarify the agreement with VOTRAN on the multi-modal strategies.

 - Staff is appointed to represent city economic development practitioners on the Business Development Partnership Collaborative Economic Information Technology Development Delivery System Committee. The purpose of the group is to improve the BDP's economic development website to include available properties within the city and county and to enhance local marketing programs to attract prospects to their communities.

4. Airport: **Pages 3/4**
 - Staff presented to the City Commission the “Report on Findings and Recommendations” of the Aircraft Noise Abatement Task Force. Four action items resultant of this presentation have been forwarded to staff for response to the City Commission.
 - Staff completed the initial drafts of three aviation leases at the southeastern quad. The three leases include BETNR Construction, Advanced Composite Solutions, and Joseph Wright. The leases are being reviewed by the lessees and are expected to be provided to the Commission in January or February.
5. Finance: **Pages 4/5**
6. Fire Service:
 - Concluded the Flu Shot Program on December 15th. Administered 42 vaccines this week with an overall total of 2,223 since September. **Page 5**
 - Department Statistics. **Page 5**
 - Significant Incidents. **Page 6**
7. Human Resources. **Page 6**
8. Information Technology: **Page 7**
9. Leisure Services:
 - Athletics Maintenance. **Page 9**
 - Future Events at PAC. **Page 10**
 - Facilities Maintenance. **Page 11**
 - Parks and Irrigation. **Pages 11/12**
10. Police:
 - Community Services & Animal Control. **Page 12**
 - Criminal Investigations/Records. **Page 12**
 - Operations – Summary of specific crimes. **Pages 13/14**
 - Neighborhood Improvement. **Page 14**
11. Engineering: **Pages 14/15**
 - Airport Rd JPA-Shoulders/ Stormdrain improvements/ Sunshine Turn Lane & Utility Relocates- Contractor completed one forcemain offset.
 - I-95 & SR40 Bridge Landscaping – The contractor will begin treating the medjool palms as required per the contract before the end of the year. They have also agreed to treat the slopes with one more application of weed control.
 - CDBG Decorative Pavers – A pre-construction meeting was held and the Notice to Proceed was issued for January 4, 2010.
12. Environmental Management Division:
 - Asphalt/Concrete. **Page 16**
 - Tree Crew. **Pages 16**
 - Street/Stormwater Maintenance. **Pages 17**
 - Street Sweeping. **Page 17**
13. Fleet Operations: **Pages 17/18**
14. Utilities: **Pages 18/19**

Honorable Mayor and City Commissioners

December 18, 2009

Page 3

- Water Treatment Plant High Service Pump Station VFD Conversion –Prepared drawings for change order 1 and distributed them to the contractor, design engineer and staff for discussion at a project meeting..
- Cross Connection Control (CCC) Program Management Services with Hydro Designs, Inc. (HDI): Received amended draft CCC Plan and Ordinance for review by staff. Meeting scheduled with HDI for Friday 12-11 to discuss plan format for final draft preparation.
- Tymber Creek Roadway Widening from SR 40 to Peruvian Lane - Received the draft construction plans from engineering. Received revised 90% construction plans from the county. Reviewed the plans Tymber Creek Roadway Widening from Peruvian Lane to Airport Road – Received the draft construction plans from engineering. Reviewed the plans. Performed a field check with the engineering department to verify accuracy of the plans and marked up the plans to include items found in the field. Comments were returned to the drafting department for preparation of a draft construction plan set.