

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: November 6, 2009

1. City Manager: **Page 1**

- Reviewed and prepared with staff as follows:
 - Held weekly meeting with Assistant City Manager and City Attorney.
 - Held weekly/bi-weekly meetings with HR Director, Fire Chief, Finance Director, and Economic Development Director.
 - Discussed with Fire Chief and Human Resources Directors IAFF Issues.
- Meetings/Attended:
 - Daytona Beach Rotary Club meeting.
 - Non-Ad Valorem Taxes Reporting Meeting presented by County tax property appraiser in DeLand.
 - Met with Tracey Reihm, Chief Financial Officer of EVAC.
 - Shade meeting and City Commission meeting.
 - Staff and I met with Becky and Tim Weedo regarding Heritage Forest Storm Water problems.
 - Met with representative from Tetratex, Chuck Drake and William Musser.
 - Met with Clay Ervin, Ric Goss, Joe Mannarino and Ted MacLeod to discuss Ormond Crossing Issues.
 - Walked the Granada Bridge with approximately 10 constituents while sharing ideas, comments and suggestions

2. Community Development:

- Much of the week has been spent on preparing the draft Comprehensive Plan based upon the EAR amendments for distribution to the Planning Board for the formal public hearing in November. Staff continues to target December for the CC transmittal public hearing to DCA. **Page 1**
- Building Inspections, Permitting & Licensing. **Page 2**
- The water flow test by the Fire Department on the dry hydrant at Oasis Christ Fellowship Church passed with no mud flow. The Fellowship Hall can now be used but there are still conditions which will need to be addressed over time before the CO is released without conditions. **Page 2**

3. Economic Development: **Page 3**

- Staff is working with Tomoka Holdings and County staff to craft a draft CRA delegation resolution and TIF program for funding a portion of Crossings Boulevard. Due to a deadline to have a final agreement approved by January 4, 2010, staff is expected to present the resolution and CRA plans to the City Commission and County Council in December.
- As a result of the need to complete the additional traffic analysis, discussion of the findings, and negotiation/resolution of transportation matters with all interested

parties, staff will be revising the schedule for City Commission review of the documents. Following Commission approval, the documents will be submitted to the various state and county agencies.

4. Airport: **Page 4**
 - The tenth and final meeting of the Aircraft Noise Abatement Task Force was held on November 5th at 6:00 PM at the Senior Center. Staff prepared and reviewed documentation for this meeting. Documentation presented included the final draft of the report and recommendations of the task force to the City Commission.
 - The first pre-construction meeting for the Airfield Electrical Improvements project is expected to take place early next month. Sufficient funding has been made available by FAA and FDOT to complete concurrently all four FY2009 AIP projects comprising the Airfield Electrical Improvements project (bid request 2009-13). Staff is in receipt of the "recommendation to award" documentation for the construction phase of the project. The low bid of \$308,236.90 was made by H.L. Pruitt Corporation.
5. Finance: **Page 5**
6. Fire Service:
 - Continued the Flu Shot Program at Station 91. Administered 172 vaccines this week with an overall total of 1775. **Page 6**
 - Department Statistics. **Page 6**
 - Significant Incidents. **Pages 6/7**
7. Human Resources: **Page 7**
8. Information Technology: **Page 8**
9. Leisure Services:
 - Athletics Maintenance. **Page 10**
 - Future Events at PAC. **Page 11**
 - Facilities Maintenance. **Page 12**
 - Parks and Irrigation. **Page 12**
10. Police:
 - Community Services & Animal Control. **Page 13**
 - Criminal Investigations/Records. **Pages 13/14**
 - Operations – Summary of specific crimes. **Page 14**
 - Neighborhood Improvement. **Pages 15/16**
11. Engineering: **Pages 16/17**
 - Airport Rd JPA-Shoulders/ Stormdrain improvements/ Sunshine Turn Lane & Utility Relocates- Two forcemain and two watermain sections were relocated.
 - I-95 & SR40 Bridge Landscaping – The contractor installed the erosion control fabric, under-plantings and mulch along the northwest bridge slope. The contractor plans to have all four (4) bridge slope completed for final inspection on 11/6.
 - SR 40 Sdkw/Trail Phase I - Responded to additional questions and comments on plans. New bid docs and plans were prepared.
 - Division Avenue Project – Construction substantially completed.
 - Casements Renovation – A landscape plan will be prepared for Hall Construction to implement this month.
12. Environmental Management Division:
 - Asphalt/Concrete. **Page 17**

- Tree Crew. **Pages 17/18**
- Street/Stormwater Maintenance. **Page 18**
- Street Sweeping. **Page 19**

13. Fleet Operations: **Page 19**

14. Utilities:

- Wilmette Ave. Forcemain Replacement Project - Force main piping is installed and backfilled for large portion of project. Soil compaction tests were received indicating that compaction met the specifications. Valve and manhole ties installed this week.
- Ormond Beach Wastewater Treatment Plant Expansion – Discussed the odor control at the centrifuge building. An alternative is to use a movable conveyor system to load the trailers. **Page 19**
- State Road 5 at State Road 40 (US1 & Granada) – Reviewed plans and met with FDOT to discuss proposed project impacts to include water main relocation due to necessary FPL pole relocation impacts. **Page 20**
- SPRC – Reviewed plans for the Granada Plaza Minor Modification. Received approved site plans for Rinker, Space Coast Credit Union and Custom Cruisers USA. Reviewed a request to vacate a portion of West Street. There was no objection to the request because water and sewer utilities were not impacted. **Page 20**