

City of Ormond Beach Memorandum

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

1. City Manager: **Page 1**
 - Participated in a meeting with Mark Levitt regarding Veterans Preference.
 - Attended Tax Town Hall meeting sponsored by the Volusia Building Industry Association. Guest Speaker was Morgan Gilreath
 - Shelly Arzola, City's new HR Director, and I attended a luncheon to introduce her to counterpart in Port Orange.
 - Staff and I met with Ted Baldwin, Aviation Sound Expert, to discuss aircraft noise abatement issues.
 - Staff and I met to discuss strategies for public safety services to Hunter's Ridge/Flagler County.
 - Met with PBA Union President Officer Rob Pearson and PBA Executive Director Johnny Bingham.

2. Community Development:
 - A workshop will be conducted on October 9, 2009 between Main Street and VHB (Billy Hattaway). **Page 1**
 - Staff is nearing completion of the initial draft for the Form Based Code for the downtown area which will replace the current code provisions. **Page 1**
 - Building Inspections, Permitting & Licensing. **Page 2**
 - Development Services. **Page 2**

3. Economic Development: **Page 2**
 - Staff met to complete their comments to additional modifications to the draft development agreement and comprehensive plan amendment documents.
 - The Real Estate Brokerage Commission program material that was approved by the Commission on September 8 will be presented to the commercial real estate brokers following advertisement of the program.

4. Airport:
 - Staff continues to work with Hoyle, Tanner, and Associates in order to complete FAA quarterly reporting documentation required to maintain eligibility under the AIP grant program. **Page 3**
 - Staff secured FAA approval for the September 30, 2009 deadline to complete the design portion of the OMN heliport project to be extended to September 30, 2010. **Page 4**

5. Finance: **Page 4**
 - Departmental Statistics

6. Fire Service:
 - The Division of State Fire Marshal has presented the Ormond Beach Fire Department with a Certificate of Appreciation in recognition of 100% participation in the Florida and National Fire Incident Reporting Systems for 2008. **Page 4**
 - Department Statistics. **Pages 4/5**
7. Information Technology: **Page 6**
 - Document Imaging – City Clerk project – Project moved to FY 09-10 implementation.
8. Leisure Services:
 - Athletics Maintenance. **Page 7**
 - Future Events at PAC. **Page 8**
 - Facilities Maintenance. **Page 10**
 - Parks and Irrigation. **Page 10**
9. Police:
 - Operations – Summary of specific crimes. **Page 10**
 - Criminal Investigations/Records. **Page 11**
 - Community Services & Animal Control. **Page 13**
 - Neighborhood Improvement. **Page 13**
10. Engineering:
 - Division Avenue Roadway Construction & Watermain Extension- Road base material is being installed, curb & gutter and sidewalk were constructed. **Ridgewood to US1 is scheduled to be open Sep 21 and Ridgewood to Beach open by Oct 5.** **Page 13**
 - Granada Medians Landscape Renovation – The planting beds were prepped from Orchard Street to Clyde Morris by removing unwanted materials, raking back mulch and spraying the area to be planted with herbicide. **Page 14**
11. Environmental Management Division:
 - Asphalt/Concrete. **Page 14**
 - Tree Crew. **Page 15**
 - Street/Stormwater Maintenance. **Page 15**
 - Street Sweeping. **Page 16**
12. Fleet Operations: **Page 16**
13. Utilities:
 - Staff attended meeting with Barnes Ferland and Associates, consultant, on Wednesday Sept. 16 to review comments on 2nd draft of Consumptive Use Permit (CUP) Compliance Report. Final edits forthcoming from BFA. **Page 16**
 - Pump Station Repair and Replacement – Met with consultant and project contractor Wed 9/16 to discuss project schedule and progress. Shadow Lakes Lift Station - a temporary bypass system was constructed. The valve vault and piping configurations require. **Page 17**
 - Hand Avenue Collector Road Upgrade – Reviewed the proposed water main installation design to be performed in conjunction with the roadway improvements. Met with the Engineering Department and the consultant to review design comments. **Page 18**