

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: October 5, 2012

---

1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly meetings with City Attorney and City Clerk
- Weekly staff meeting with Directors

Spoke to, attended and/or met with:

- Rotary meeting
- As requested, agenda review with Commissioner Stowers
- ICMA conference Friday through next Wednesday

2. Community Development: **Page 1**

- A public meeting for the expansion of the Granada Economic Opportunity Zone (Brownfield) to beachside has been established for October 24, 2012 at the Casements. A website to keep business people and residents informed about the Department's progress will be placed on the main page of the City's website.
- The Department prepared the closeout report on the Energy Efficiency and Conservation Block Grant (EECBG) program. Projects completed with the EECBG funding were:
  - Installation of 29 programmable electronic thermostats
  - Installation of 100 motion sensors for lights
  - Replacement of over 4,100 Fluorescent bulbs and 1,200 fixtures and ballasts
  - Development and implementation of an educational website

**Documented cost savings to the City was \$45,637 with total electrical usage reduced by 266,340 kilowatt hours.**

3. Economic Development: **Page 2**

**Airport Business Park**

- Staff is working with existing businesses on possible expansion projects. The property search includes both existing commercial and industrial space and preparing conceptual plans for the use of the available City land located along West Tower Circle in the Business Park.

4. Airport: **Page 3**

5. Finance: **Page 4**

6. Fire: **Page 4**

**Significant Incidents** **Page 5**

- 9/27/12, 2:07 PM: Hand Ave. – Structure Fire – Smoke showing upon arrival at residential fire – search conducted and located fire in attic above garage – attic fan fell off wall onto insulation and electrical lines – no injuries.

- 9/28/12, 7:42 PM: Plaza Blvd. – Structure Fire – Provided automatic aid to Daytona Beach – single story residential home with fire coming from rear of structure – established water supply and assigned to safety operations – cleared scene at 8:08 PM.
7. Human Resources **Page 5**
8. Information Technology: **Page 7**
9. Leisure Services: **Page 7**
- Athletics Maintenance. **Page 8**
  - Future Events at PAC. **Page 9**
  - Parks and Irrigation. **Page 11**
  - Building Maintenance. **Page 11**
10. Police: **Page 12**
- Criminal Investigations. **Page 12**  
Comments:
    - Stolen iPhone from Ormond Middle School recovered and charges are being filed against a school janitor for the theft.
    - \$8,000 mower stolen from the front of Mower Depot. No suspects at this time.
    - Local suspect arrested for several counts of burglary, dealing in stolen property and grand theft.
  - Community Service/Animal Service. **Page 12**
  - Operations – Summary of specific crimes. **Page 13**
  - Neighborhood Improvement. **Page 14**
11. Public Works **Page 15**
- Engineering: **Page 15**
    - Central Park Paving – Construction scheduled to begin October 8. Parking lot areas off Fleming Ave and Hammock Lane will be closed until December 7 while lots are under construction for improvement, temporary parking will be provided. The parks themselves will remain open to the public.
    - Andy Romano Beachfront Park – The contractor has completed masonry work on the restroom/concession facility and has formed the tie-beams. Construction of three pavilions has been completed. Other site work is on-going as well.
    - Hand Avenue – Roadwork is nearing completion of the first phase on construction at the east end of Hand Avenue. On Monday August 20<sup>th</sup> the contractor began work on the phase 2 work area which will close Hand Avenue from Nova Road to Oak Brook Drive and begin utility work on that phase.
  - Environmental Management Division: **Page 17**
    - 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 Extension – Directional drilling is occurring underneath the railroad tracks on Airport Road.
    - Tymber Creek Road Phase 1 Utility Relocation Project – Construction is scheduled to begin in January.

Honorable Mayor and City Commissioners  
October 5, 2012  
Page 3

- Public Education of Sewer Users: Staff is editing a brochure to eventually post on the City's website to inform customers of proper use of the City's sewer system. With special consideration to oil and grease being contributed to the sewer as the holidays approach. The brochure outlines the detriment oil and grease may cause to the collection system as well as proper disposal methods and locations.  
**Page 22**

12. Support Services/City Clerk **Page 22**