

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: May 16, 2014

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- General discussion meeting with PW Operation
- Weekly staff meeting with directors
- Continued budget meetings with staff
- Prepared for Town Hall Budget Meeting with staff
- Reviewed agenda
- Field house discussion with staff
- ARBFP discussion with staff
- State of the City discussion with staff

Spoke to, attended and/or met with:

- Doug Thomas regarding future PAL Fundraiser at the sports complex
- Rotary meeting
- United Way Executive Committee meeting
- City staff and I met with Beth Lemke regarding waterway master plan grants
- Participated in the Challenger baseball game (special populations), City staff team vs. Challenger team.
- PACE board meeting luncheon
- Worked on speaking engagement for FGFOA conference
- CFOB presentation at the library
- Crimestoppers banquet
- Public Works Advisory Board
- NIAB committee meeting
- Rotary district conference
- FCCMA monthly conference call

2. Community Development: **Page 1**

- A neighborhood meeting for the proposed Sarah House assisted living facility project at 30 Forest Court has been scheduled. The project proposes a one-story, 35 bed assisted living facility of 10,295 square feet and associated site improvements. The neighborhood meeting is required by the Ormond Beach Land Development Code. The neighborhood meeting shall be held at the "Orange Room" at the Prince of Peace Church, located at 600 South Nova Road, Ormond Beach, FL, 32174 on Thursday, May 22, 2014, between 6:30 p.m. and 7:30 p.m. The project has been reviewed by the Site Plan Review Committee and there are no major outstanding issues. Planning Board members have been noticed by the Department. City Commission members are invited to attend. The project is located in Commission Zone 4 (Commissioner Partington).

3. Economic Development: **Page 2**

4. Airport: **Page 2**
5. Finance: **Page 3**
6. Fire: **Page 4**  
Significant Incidents **Page 5**
  - 5/5/14, 7:19 AM: 250 N. US Hwy. 1 – Motor Vehicle Accident – Two car head-on collision with severe damage to both vehicles – four patients with one entrapment – one patient extricated from car by removing door – all were transported to hospital.
  - 5/6/14, 1:12 AM: Hand Ave. and Williamson Blvd. – Motor Vehicle Accident – One vehicle vs telephone pole – two occupants entrapped in vehicle – both extricated by removing driver door and roof – trauma alert called for one patient – a firefighter assisted EVAC during transport.
  - 5/9/14, 8:54 AM: McIntosh Rd. – Vehicle Fire – Upon arrival found two door convertible vehicle 50% involved – structure was endangered due to vehicle in driveway located close to residence – sofas outside began to catch fire – approximately 650 gallons of water used to extinguish fire – thermal imaging camera used to verify all hot spots were extinguished – fire out at 9:09 AM.
7. Human Resources **Page 5**
8. Information Technology: **Page 7**
9. Leisure Services: **Page 7**
  - Athletics Maintenance. **Page 8**
  - Performing Arts Center. **Page 9**
  - Building Maintenance. **Page 10**
  - Parks Maintenance. **Page 11**
10. Police: **Page 11**
  - Administrative Services **Page 11**
    - Command Staff attended the Crimestoppers banquet and was proud to see Detective Mathis win the Spirit of Law Enforcement Award. Please see page 2 of this week's edition of the Weekly Review for more information.
  - Community Service/Animal Control. **Page 12**
  - Criminal Investigations. **Page 12**  
Comments:
    - Grand Theft Fraud: Subject stole his mother's generator and checks. The generator was pawned and several checks were cashed. Charges filed.
    - Animal Complaint: Off duty officer reported that he observed a subject kicking ducks in the area of Tomoka Meadows. The off duty Daytona Officer identified himself and the subject got into a verbal argument with the off duty officer. The subject told the officer that he was also an off duty officer and then left the area. Investigators identified the subject in question and he was charged with animal cruelty.
    - Missing Person: An adult male that was reported missing from the Econo Lodge has been located.
  - Operations – Summary of specific crimes. **Page 13**
  - Neighborhood Improvement. **Page 16**
11. Public Works **Page 16**
  - Engineering: **Page 16**
    - Downtown Underground Utilities Conversion - Carter Electric is currently completing restoration of the area. **Page 17**

- Audible Pedestrian Signals – The Certificate of Completion was issued. Final punchlist items are being addressed. **Page 17**
- OBSC Multi-Purpose Building – The concrete block walls, roof trusses and plywood decking is complete. The next step is to “dry in” the building by installing the windows, doors and roofing shingles. **Page 17**
  
- Environmental Management Division: **Page 19**
  - Street Maintenance/Asphalt/Concrete. **Page 19**
  - Tree Crew. **Page 19**
  - Stormwater Maintenance. **Page 20**
  - Street Sweeping. **Page 20**
  
- Fleet Operations: **Page 20**
  
- Utilities: **Page 21**
  - 2-inch Water Main Replacement – New 2nd phase projects have been awarded to engineering firms and survey/ design is underway.
  - SR 40 (Tymer Creek Road to SR Perrot) Resurfacing – Several manholes have recently been identified as deteriorated and require structural enhancement. Received a quote from Utility Technicians, Inc. to line structurally deteriorated manholes. City request FDOT contract assistance for relocation and replacement of one structure manhole top. Met with FDOT and contractor to develop a plan to clean out construction debris from manholes.

12. Support Services/City Clerk **Page 24**