

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: July 25, 2014

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney, Police Chief,
- Budget discussion with Assistant City Manager and Finance Director
- Solid waste discussion with staff
- EOC exercise with City staff
- Employee of the Quarter selection committee meeting

Spoke to, attended and/or met with:

- Individual budget overview meetings with commission members
- City/County Managers' meeting
- State of the City meeting with City and Chamber staffs
- Email update of City events to Wayne Grant, Ormond Beach Observer

2. Community Development: **Page 1**

- Staff has been busy fielding telephone calls from property owners along the US 1 N corridor who received a postcard from Volusia County regarding the County and City meetings regarding the Interlocal Service Boundary Agreement.
- Placed on the City's main web page Nomination Forms for potential brownfield sites in preparation of the Brownfield Advisory Board's (BAB) public meeting which will be promoted in the newspapers. A copy of the press release was sent to members of the US1 Coalition. BAB is looking for a list of potential properties that may be eligible to take advantage of the program. **Page 2**

3. Economic Development: **Page 2**

Ormond Crossings

- Staff met with Tomoka Holdings to discuss the design and distribution of marketing material to generate investment in the Ormond Crossings project. Tomoka Holdings is in the process of preparing the documents and website that will promote the Ormond Crossings project that will be utilized to recruit businesses and investors. A summary will be provided to the Commission.

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

Significant Incidents

- 7/18/14, E. Granada Blvd. / Riverside Dr. – Motor Vehicle Accident – Two car collision into stone wall in front of The Casements – one patient transported to hospital.

7. Human Resources **Page 4**

8. Information Technology: **Page 5**
 - Notable Events: **Page 6**
 - Major Naviline upgrade from version 7 to version 9.1 was performed over the weekend. We had held off doing updates for nearly two years as we evaluated system alternatives in the RFP process. The upgrade had some glitches, resulting in the system being down nearly all day Monday. Sungard has worked with staff to diligently resolve the issues as they are discovered.
 - The complete upgrade to NaviLine version 9.1.14.3 included:
 - All iSeries programs (32 products in all)
 - New Document Management (DMS) server (virtualized)
 - New NaviLine server (virtualized)
 - Upgraded 5 Click2Gov web sites
 - Upgraded credit card payment server software
 - Upgraded 7 point of sale workstations programs and configurations
 - Geographical Information Systems (GIS) **Page 6**
 - Notable Events: Deployed Vantage Points GIS (GeoBlade upgrade/replacement) and attended Admin Training for the new product.
9. Leisure Services: **Page 6**
 - Athletics Maintenance. **Page 7**
 - Performing Arts Center. **Page 8**
 - Building Maintenance. **Page 9**
 - Parks Maintenance. **Page 10**
10. Police: **Page 10**
 - Community Service/Animal Control. **Page 10**
 - Criminal Investigations. **Page 10**
Comments: Page 11
 - Fraud: Investigators are looking into a time share fraud that has occurred numerous times using an Ormond Beach address.
 - Robbery: Investigators are looking into a shoplifting incident at Wal-Mart where the suspect grabbed a baseball bat and threatened loss prevention. The subject then pulled out a knife and threatened employees as they confronted him in the parking lot.
 - Operations – Summary of specific crimes. **Page 11**
 - Neighborhood Improvement. **Page 15**
11. Public Works **Page 15**
 - Engineering: **Page 15**
 - John Anderson Drive – The contractor has completed all underground water/stormwater/force main work. Activities will now concentrate on milling and final paving and restoration.
 - 2 Inch Water Main Replacement – Mainland – The final pay application has been submitted. The final contract cost is \$1,618.98 under the bid award contract amount.
 - Downtown Underground Utilities Conversion – Final Easements and Right-of Way agreements have been completed and are submitted for execution at the July 29 City Commission meeting; final restoration of the project area is anticipated to correspond with the easement recordation and be complete by the end of July.
 - Environmental Management Division: **Page 18**
 - Street Maintenance/Asphalt/Concrete. **Page 18**
 - Tree Crew. **Page 18**

- Stormwater Maintenance. **Page 19**
- Street Sweeping. **Page 19**

- Fleet Operations: **Page 19**

- Utilities: **Page 20**
 - Consumer Confidence or Annual Water Quality Report: The confirmation of delivery of the CCR to the City's customers is being prepared by staff. A notice was published in the News-Journal concerning the availability of the report. The web ready version will remain posted in the Public Works section of the City's website. **Page 23**

12. Support Services/City Clerk **Page 23**