

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: December 12, 2014

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Held quarterly staff meeting with managers and directors
- Bi-weekly meeting with IT Director
- Attended United Way employee kickoff meeting at Fire Station 92
- Project Dox update discussion with senior staff

Spoke to, attended and/or met with:

- General discussion with Wayne Grant, Ormond Observer
- Rotary meeting
- United Way board meeting
- Held Meeting with the Manager
- General discussion with Commissioner Stowers
- Conference call with Public Administration Advisory Board
- PACE Center board meeting
- Conference call with federal lobbyist Maurice Kurland of Alcalde & Fay
- City staff and HTA representatives, update on Airport Master Plan
- City staff, Parker Mynchenberg and Ronnie Bledsoe on Plantation Oaks utilities

2. Community Development: **Page 1**

- The Department hosted a Community rating System (CRS) Activity 310 Elevation Certificate Training Course for about forty attendees. These attendees were from across the state to include two out of state attendees. The workshop took place at the Anderson Price building and lasted from December 8<sup>th</sup> through the 11<sup>th</sup>. (Please see page 2 of this week's issue of the Weekly Review for more information.)
- The Department is designing a web page for ProjectDox along with FAQ's. This is in preparation for March/April roll out of the system and the need for the Department to assist outside users. This will not replace the quarterly training sessions that the Department will conduct for users. **Page 2**

3. Economic Development: **Page 2**

**Ormond Crossings**

- Staff met with Tomoka Holdings to discuss the extension of the Community Redevelopment Area agreement for the funding of Crossings Boulevard which will be terminated in July 2015 unless extended by Volusia County and City of Ormond Beach. A follow up meeting is planned for January 14.

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**
7. Human Resources **Page 5**
8. Information Technology: **Page 6**
9. Leisure Services: **Page 6**
  - Athletics Maintenance. **Page 7**
  - Performing Arts Center. **Page 7**
  - Parks Maintenance. **Page 9**
  - Building Maintenance. **Page 9**
10. Police: **Page 10**
  - Community Service/Animal Control. **Page 10**
  - Criminal Investigations. **Page 10**
  - Operations – Summary of specific crimes. **Page 11**
  - Neighborhood Improvement. **Page 14**
11. Public Works **Page 14**
  - Engineering: **Page 14**
    - Granada Blvd. Resurfacing – Tymber Creek to Perrott – Contractor is performing daytime paving operations, and paving operations are anticipated to be completed by the end of December.
    - Granada Medians (West of I-95) – The contractor anticipates completing the project for final inspection on December 19<sup>th</sup>.
    - Beach Ramp Beautification – Cardinal Approach – The contractor completed the installation of the decorative paver sidewalk. The irrigation and landscaping is scheduled to be completed this month.
    - Environmental Learning Center – A public meeting was held on November 12<sup>th</sup> at The Casements. The City website has a link for the public to view the presentation and complete a questionnaire. The questionnaire can be filled out and submitted with recommendations for activities and programs to be incorporated into the operation of the center. Geotechnical borings have been done and design is underway. **Page 15**
  - Environmental Management Division: **Page 17**
    - Street Maintenance/Asphalt/Concrete. **Page 17**
    - Tree Crew. **Page 17**
    - Stormwater Maintenance. **Page 17**
    - Street Sweeping. **Page 18**
  - Fleet Operations: **Page 18**
  - Utilities: **Page 18**
    - Breakaway Trails Lift Station Control Panel Replacement – Panel is in need of replacement and relocation is being considered for longevity purposes. Met with Quentin L. Hampton & Associates to discuss project scope and request design proposal.
    - Division Avenue Well Field Raw Water Piping – Received bid plans and specifications. Wastewater Collection System Permit was issued by FDEP for force main portion of work related to Environmental Learning Center. Prepared disposition item for review of plans and specifications for 1/6/15 City Commission meeting.
12. Support Services/City Clerk **Page 21**