

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: April 24, 2015

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- City Manager: **Page 1**

### City Manager

Reviewed and prepared with staff as follows:

- Staff meeting with senior staff
- Submitted ICMA annual credential manager plan update
- General discussion meeting with Police Chief

Spoke to, attended and/or met with:

- Celtic Festival
- As requested, agenda review with Commissioner Boehm
- Call-in of Public Service Commission meeting on NPUC expansion with Assistant City Manager, Utilities Manager and City Engineer
- City Commission meeting
- City/County Managers meeting
- GFOA project, completed budget review
- Community Conversation, 107 citizens attended both sessions
- United Way Outstanding Volunteers of the Year awards luncheon
- Loretta Wilary, United Way, reviewed allocation documentation
- NIAB mandatory public hearing

- Community Development: **Page 1**

- CVS Neighborhood meeting. Planning staff attended a neighborhood meeting regarding the proposed CVS Health Store. There were approximately six residents in attendance that interacted with the design professionals for the CVS project. Several topics were discussed including: (1) the existing coquina wall that is proposed to be removed for a retaining and buffer wall (2) ensuring that the wall constructed was 6' in height on the neighbors side (3) hours of operation (4) dumpster locations (5) lighting and (6) proposed construction schedule. The residents attending the meeting indicated no objections to the project provided that the site design met the City's Land Development Code.

- Historic Landmark Preservation Board. Staff presented the Historic Landmark Preservation Board with a concept plan of developing 64 Lincoln Avenue into an underground stormwater facility with an above ground passive pocket park. The HLPB discussed the concept and were supportive of the concept plan. Some residents of the Lincoln Avenue historic district attended the meeting and were also supportive of the concept plan.

- Economic Development: **Page 2**

- Airport: **Page 3**

- The first public meeting held as part of the airport master plan update process has been scheduled to occur on April 28<sup>th</sup>. The meeting will take place in the City Commission Chambers, from 6:00 p.m. until 8:00 p.m.

- Finance: **Page 3**
- Fire: **Page 4**
  - 4/18/15, 11:45 PM: W. Granada Blvd. / Airport Rd. – Motor Vehicle Accident – Responded to two vehicle accident with one vehicle on its roof – one fatality at scene.
- Human Resources **Page 4**
- Information Technology: **Page 5**
- Leisure Services: **Page 6**
  - Athletics Maintenance. **Page 6**
  - Performing Arts Center. **Page 7**
  - Parks Maintenance. **Page 8**
  - Building Maintenance. **Page 8**
- Police: **Page 9**
  - Community Service/Animal Control. **Page 9**
  - Criminal Investigations. **Page 10**
  - Operations – Summary of specific crimes. **Page 10**
  - Neighborhood Improvement. **Page 13**
- Public Works **Page 14**
  - Engineering: **Page 14**
    - Traffic Signal Maintenance (Mast Arm Painting) – The Contractor has completed the signals at the intersection of Nova Road and Granada Blvd., as well as Nova Road and Fire Station 92. They continue to work on Nova Road.
    - OBSC Wayfinding Signs – the project is 95% complete.
    - Nova Community Park Skate Park Expansion – The Building Division issued the Certificate of Occupancy. Grand Opening is scheduled for April 25<sup>th</sup> at 10:00 a.m. and a Ribbon Cutting Ceremony is scheduled for May 16<sup>th</sup> at 9:00 a.m.
  - Environmental Management Division: **Page 16**
    - Street Maintenance/Asphalt/Concrete. **Page 16**
    - Tree Crew. **Page 16**
    - Stormwater Maintenance. **Page 17**
    - Street Sweeping. **Page 17**
  - Fleet Operations: **Page 17**
  - Utilities: **Page 17**
    - Backflow Prevention Device Testing, Certification and Repair Services – Performance and Payment Bonds are required before the contractor can begin work – kick off meeting being scheduling with contractor.
- Support Services/City Clerk **Page 20**