

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: July 17, 2015

---

1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Budget presentation for July 28<sup>th</sup> Commission workshop
- General discussion meetings with Fire Chief and IT Manager

Spoke to, attended and/or met with:

- Rotary meeting
- HR Director, Finance Director and Jessica Scott, Brown and Brown, discussed health insurance renewal options
- Daytona Chamber Eggs & Issues

2. Community Development: **Page 1**

- This was the last week for our Planning Intern, Steven Shams, who is a candidate for a Master of Arts degree from UF's Urban and Regional Planning Program. Steven assisted staff with a number of projects, and his GIS skills were extensively used to update the base street map, map potential bike trails and analyze Complete Street opportunities using a database he developed. The database inventoried all city road segments and identified each road's classification, the existence of sidewalks in linear feet and width, the existence of bike lanes and width, and whether or not transit stops were present...

3. Economic Development: **Page 2**

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 3**

7. Human Resources **Page 4**

8. Information Technology: **Page 5**

- Notable Events:
  - Police Department – The Copperfire application, which is used by officers to write and file electronic reports, has been updated on all PD desktops and laptops. The MobileCOM application, used for dispatch related activities, has been updated on nearly all notebooks. Staff has scheduled to complete this major upgrade by the end of next week.

9. Leisure Services: **Page 6**

- Athletics Maintenance. **Page 6**
- Performing Arts Center. **Page 6**
- Parks Maintenance. **Page 7**
- Building Maintenance. **Page 8**

10. Police: **Page 8**

- Community Service/Animal Control. **Page 8**
- Criminal Investigations. **Page 9**
- Operations – Summary of specific crimes. **Page 9**
- Neighborhood Improvement. **Page 12**

11. Public Works **Page 12**

- Engineering: **Page 12**
  - South Peninsula Reclaimed Water Extension – One final connection remains in the construction of the distribution main. Notices are being finalized informing residents of their ability to connect to reuse and the process that is required to apply.
  - A1A North Peninsula Forcemain Extension (Volusia County project) – The forcemain construction is completed and work has begun on construction of the lift stations which will replace the use of package plants. The forcemain remains in County ownership, while City and County staffs are working on the agreement to transfer the ownership to the City. Staff met to discuss clearance of the new forcemain, which is going to be performed in phases as each of the four currently private sewage treatment systems are being decommissioned and the raw sewage flow will be transferred to the new forcemain collection system.
  - Ph II 2-Inch Water Main Replacement – North Peninsula – All residents have been notified that the project is preparing to commence; the contractor is mobilizing work this week on Ocean Aire Terrace North. **Page 13**
  - Ph II 2-Inch Water Main Replacement – South Peninsula –The contractor is finalizing preparation work, with a tentative start date scheduled for August 3. **Page 13**
- Environmental Management Division: **Page 14**
  - Street Maintenance/Asphalt/Concrete. **Page 14**
  - Tree Crew. **Page 14**
  - Stormwater Maintenance. **Page 15**
  - Street Sweeping. **Page 16**
- Fleet Operations: **Page 16**
- Utilities: **Page 16**
  - Division Avenue Well Field Raw Water Piping – Prepared letter for Park Place residents notifying them of future short duration water service interruption and fence replacement project activities. Purchase requisition prepared for replacement meter for Well 10-D. Construction progress meeting was held. North side clearing and directional drilling for water and force main extensions for future Environmental Learning Ctr. is completed.

12. Support Services/City Clerk **Page 19**