

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: August 7, 2015

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Preparing director evaluations
- Staff meeting with senior staff
- General discussion meetings with Planning Director, Economic Development Director, and Fire Chief

Spoke to, attended and/or met with:

- As requested, agenda review with Commissioner Boehm
- Health insurance proposal meetings with senior staff and Brown & Brown representative
- Florida Business Watch conference call
- Shade Meeting and City Commission Meeting
- Held Walking with the Manager

2. Community Development: **Page 1**

- The Planning Director, City Attorney, Assistant City Manager/Public Works Director, and Utilities Manager met with Jeff Brock, Parker Mynchenberg, and Ronnie Bledsoe regarding the annexation agreement for Plantation Oaks. The agreement has been drafted limiting development to 400 units until offsite improvements are made to the water and sanitary sewer system. The item has been placed on the August 18th City Commission agenda for action.

3. Economic Development: **Page 2**

Airport Business Park

- Staff announced the sale of 4 Sunshine Boulevard to Germ Free Lab who are currently located in 2 buildings along Aviator Way In the Airport business Park. The 160,000 square foot building will provide ample industrial space for the growth of Germ Free. Staff is working with Germ Free to assist in the sale and lease of their properties along Aviator Way.

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 4**

Significant Incidents

- 7/30/15, 11:30 AM: Valencia Ave., Daytona Beach – Emergency Medical Call – Upon arrival assisted Volusia County with CPR of two pediatric patients due to drowning – two Ormond Beach firefighters assisted with patient care during transport to hospital.

7. Human Resources **Page 4**

8. Information Technology: **Page 5**

9. Leisure Services: **Page 6**
 - Athletics Maintenance. **Page 6**
 - Performing Arts Center. **Page 7**
 - Parks Maintenance. **Page 8**
 - Building Maintenance. **Page 8**

10. Police: **Page 8**
 - Community Service/Animal Control. **Page 9**
 - Criminal Investigations. **Page 9**
 - Operations – Summary of specific crimes. **Page 10**
 - Neighborhood Improvement. **Page 13**

11. Public Works **Page 13**
 - Engineering: **Page 13**
 - Sports Complex Restroom Facility Construction – The pep tank was installed. The facility is approximately 85% complete. Final site grading is being performed so the electrical transformer pad can be set and power can be run to the building and the pep-tank pump control system. Site grading is also being performed to install culvert crossings from the restroom facility to the ball field, and preparation for the sidewalk extension, which will run from the building to the east parking lot, south of the building.
 - Environmental Learning Center – The GMP has been received from the Construction Management firm and staff has the contract work authorization award recommendation on the August 18th City Commission meeting. Our environmental contractor has begun removing the invasive plants along the pond banks and within the wetlands. **Page 14**

 - Environmental Management Division: **Page 15**
 - Street Maintenance/Asphalt/Concrete. **Page 15**
 - Tree Crew. **Page 15**
 - Stormwater Maintenance. **Page 16**
 - Street Sweeping. **Page 16**

 - Fleet Operations: **Page 17**

 - Utilities: **Page 17**
 - Wetlands Monitoring Report – The consultant performed the field analysis of the vegetation surrounding the wetland monitoring wells in Rima Ridge. The report indicated the wetlands continue to be in good health. Staff is compiling the data the Utility collects throughout calendar year. The report will be reviewed and finalized for the SJRWMD. **Page 20**

12. Support Services/City Clerk **Page 20**