

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: August 21, 2015

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting with senior staff
- General discussion meetings with Economic Development Director, HR Director and Fire Chief
- QLB meeting packet
- Chamber of Commerce Lunch and Learn speaking engagement presentation

Spoke to, attended and/or met with:

- Individual discussions/meetings with commission on agenda review and Airport Master Plan update
- Rotary
- City Commission meeting
- US1 Coalition meeting
- Phone call with Alan Mond, MuniRent, regarding heavy equipment sharing between governments.

2. Community Development: **Page 1**

- The Department is beginning to receive plans through the Project Dox ePlan system. VCARD, the Volusia County Building Association and a number of design professionals have been contacted through email. Effective October 1, 2015, all building and site plan submittals will be required to be submitted using the ePlan system. No paper submittals shall be accepted for projects requiring a design professional seal, signature or certification. **Homeowners are exempt from this requirement.** Staff has received overwhelming support from those they had contacted. (Please see the flyer on the back cover of this week's issue of the Weekly Review.)

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

Significant Incidents **Page 5**

- 8/10/15, 1:10 PM: 1870 W. Granada Blvd. – Motor Vehicle Accident – Responded to a single motorcycle accident – rider did a wheelie and flipped off back of bike – a firefighter assisted EVAC with patient care during transport.
- 8/11/15, 3:05 PM: The Beach at Milsap Rd. Approach – Emergency Medical Call – Swimmer found unresponsive in water – resuscitation performed due to near drowning – a firefighter paramedic assisted EVAC with patient care during transport.

7. Human Resources **Page 5**
8. Information Technology: **Page 6**
 - Notable Events:
 - Naviline upgrade to 9.1.15.2, necessary to track certain new ACA Healthcare reporting. This undertaking required numerous updates of the IBM iSeries mainframe along with a full upgrade of all of the Sungard Naviline applications. IT staff worked most of the weekend to accomplish the upgrade and have the system ready for use by the start of business Monday morning.
 - IT Manager presented at the FLC Annual Conference in Orlando as part of panel discussion on the subject of Technology Challenges for Small Cities.
9. Leisure Services: **Page 6**
 - Athletics Maintenance. **Page 7**
 - Performing Arts Center. **Page 7**
 - Parks Maintenance. **Page 8**
 - Building Maintenance. **Page 8**
10. Police: **Page 9**
 - Community Service/Animal Control. **Page 9**
 - Criminal Investigations. **Page 9**
 - Operations – Summary of specific crimes. **Page 10**
 - Neighborhood Improvement. **Page 12**
11. Public Works **Page 12**
 - Engineering: **Page 12**
 - Downtown Streetscape Planting (Orchard to A1A) – The contractor is focusing on the preparation and installation of the remainder of the under-plantings along the (4) bridge slopes. Orchard to Beach Street is 100% complete and being maintained by Austin Outdoors.
 - Environmental Management Division: **Page 14**
 - Street Maintenance/Asphalt/Concrete. **Page 14**
 - Tree Crew. **Page 14**
 - Stormwater Maintenance. **Page 15**
 - Street Sweeping. **Page 15**
 - Fleet Operations: **Page 15**
 - Utilities: **Page 15**
 - Fire Hydrant Replacement Program – A preconstruction meeting was held on 8/20/15. A Notice to Proceed date was established for Sept. 8, 2015.
12. Support Services/City Clerk **Page 18**