

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: August 28, 2015

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney, IT Manager, HR Director, Finance Director, and Planning Director
- Staff meeting with senior staff
- Planning for Erika with emergency operations staff

Spoke to, attended and/or met with:

- Board meetings for Rotary, United Way, Team Volusia and Chamber of Commerce
- Airport Master Plan public meeting
- Assistant City Manager, Environmental Systems Manager and Waste Pro representatives, service delivery discussion
- Participated on interview panel, interviewed candidates for the United Way President position
- City/County Managers' meeting
- Assistant City Manager, City Attorney, Deputy City Attorney, Planning Director, Jim Cooksey, and Bill Dodson, discussed application process and concept for a floating restaurant on the river.
- Speaking engagement for Chamber of Commerce – Lunch and Learn – reviewed the City of Ormond Beach FY 2015-2016 proposed budget.
- Groundbreaking for Environmental Discovery Center

2. Community Development: **Page 1**

- The Planning Director along with City Administration staff met with Jim Cooksey and Bill Dodson regarding privately owned submerged land beside Cassen Park and the potential development of a restaurant on piers. Access across city land is required for customers to access the restaurant.

3. Economic Development: **Page 2**

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 4**

Significant Incidents

- 8/23/15, 10:25 AM: W. Granada Blvd. / Tymber Creek Rd. – Motor Vehicle Accident – Provided assistance to Volusia County – one vehicle collided into tree – one person entrapped and roof removed to extricate – two patients transported 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 9**
 - Community Service/Animal Control. **Page 9**
 - Criminal Investigations. **Page 9**
 - Operations – Summary of specific crimes. **Page 9**
 - Neighborhood Improvement. **Page 12**

11. Public Works **Page 12**
 - Engineering: **Page 12**
 - Nova Community Park Trail – The project was advertised for bidding on August 23. A pre-bid meeting is scheduled for September 3, and bids are due on September 17. **Page 13**
 - Downtown Stormwater – Plans were discussed and presented at the August 24 meeting of the general membership the Mainstreet Board, and unanimous support was received for the prospective plans. **Page 13**

 - 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 16**
 - Fire Hydrant Replacement Program – A Notice to Proceed date was established for Sept. 8, 2015.
 - Saddler’s Run Lift Station Rehabilitation – Awaiting receipt of pumping equipment prior to beginning work on lift station. Electrical conductor feeds are being installed for pump upgrades.

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