

**City of Ormond Beach
Memorandum**

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: October 2, 2015

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion with Fire Chief and Finance Director
- Review of State of the City video
- Reviewed agenda for commission meeting

Spoke to, attended and/or met with:

- ICMA annual conference
- Met with Dr. and Mrs. Shoemaker regarding police complaint
- Spoke with Mrs. Lawrence regarding neighbor's property maintenance issues at 735 Garden Lane

2. Community Development: **Page 1**

- The first public meeting to solicit public input regarding the draft bike plan is at Chelsea Place on October 15, 2015, at 5:30 p.m. in the Amenity Center.

3. Economic Development: **Page 2**

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 4**

7. Human Resources **Page 4**

8. Information Technology: **Page 5**

9. Leisure Services: **Page 5**

- 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 10**
- Neighborhood Improvement. **Page 12**

11. Public Works **Page 12**

- Engineering: **Page 12**
 - Environmental Discovery Center – The contractor is currently working on utility installations and building foundations.
 - City Welcome Sign – Staff is preparing final construction plans for the FDOT. A Community Aesthetic Feature (CAF) Agreement is scheduled for Commission approval at the October 20th meeting. The submittal package to FDOT will include structural and electrical engineering plans, 5 year accident data and a design variance for the sign in the median east of Williamson Boulevard.
 - North US1 Landscaping (Airport Road to I95) – The bid award was approved at the September 9th City Commission meeting and the contractor is working to secure the required project bonding.
- Environmental Management Division: **Page 13**
 - Street Maintenance/Asphalt/Concrete. **Page 13**
 - Tree Crew. **Page 14**
 - Stormwater Maintenance. **Page 14**
 - Street Sweeping. **Page 15**
- Fleet Operations: **Page 15**
- Utilities: **Page 15**
 - Division Avenue Well Field Raw Water Piping – Obtained Certification of Construction Completion and Clearance Request forms for the raw water, potable water and force main for processing.

12. Support Services/City Clerk **Page 18**