

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: November 20, 2015

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting with senior staff
- Prep work for brainstorming workshop
- Prep work updating the status report on strategic plan goals

Spoke to, attended and/or met with:

- Agenda review with Commissioner Boehm
- Rotary meeting
- United Way Executive Committee meeting
- Spoke with residents on various topics including signage issues in Hunter's Ridge and traffic on Riverside Drive
- FLC Homelessness and Housing Symposium in Kissimmee
- Florida Business Watch meeting
- Met with senior staff and Josh Gaboton, Alcalde and Fay, federal grant funding discussion

2. Community Development: **Page 1**

- The Planning Director attended the MainStreet Board meeting and presented the parking plan for the Reunion Church and Anderson Price. The Board approved the concept and a letter from MainStreet will be forthcoming.

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

Significant Incidents

- 11/17/15, 3:52 PM: Robin Rd. – Structure Fire – Responded to a residential triplex fire – upon arrival found fire in bedroom of Unit B – fire was contained to room of origin – no injuries – State Fire Marshal called to investigate.

7. Human Resources **Page 4**

8. Information Technology: **Page 5**

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 13**
11. Public Works **Page 13**
- Engineering: **Page 13**
 - Environmental Discovery Center – The Contractor is rough grading the entrance drives, parking area, drainage swales, installing roof trusses, and framing the deck and porches.
 - North US1 Landscaping (Airport Road to I95) – Construction is scheduled to begin in late November.
 - 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 16**
 - Utilities: **Page 16**
 - Industrial Pretreatment Program – Staff is scheduling both the annual inspections and sampling events for the City’s Industrial Pretreatment permittees. The FDEP requires an annual inspection to continue a conversation with the industries as to changes which could affect the WWTF influent. The annual sampling allows the City to obtain independent analytical data of the constituents of the industry’s contribution to the sewer collection system. **Page 19**
12. Support Services/City Clerk **Page 20**