

**City of Ormond Beach
Memorandum**

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: December 11, 2015

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney, Utilities Manager, HR Director, Risk Manager, Planning Director and Police Chief
- Reviewed Police Chief Recruitment Plans with HR Director, will finalize next week
- Continued conducting evaluations with senior staff
- Quarterly meeting with directors and managers
- Discussion on road access in Hunter's Ridge with senior staff

Spoke to, attended and/or met with:

- Rotary meeting
- United Way Board meeting
- Quarterly update meeting with senior staff, Florida Health Care and BCBS representatives
- Volusia County Managers meeting regarding sales tax
- Conference call for UCF School of Public Advisory Board meeting
- Team Volusia Board meeting
- Tiger Bay Club lunch meeting, Dr. Watret (ERAU Interim President) guest speaker
- Nova Road mid-block crossing meeting with Engineering staff and FDOT representative

2. Community Development: **Page 1**

- Every five years the Building Division is classified by the ISO through the Building Code Effectiveness Grading Schedule Program. A class 1 is excellent; a class 10 is not so good. In 2010, the City's ISO rating was 3 in 1&2 family residential property and 3 in commercial/industrial property. This year ISO performed the examination in June during the time of much personnel turnover and the majority of the inspections were being contracted with a third party provider. As a result, the City's rating for 1&2 family residential property and commercial/industrial property was a 4. Staff is looking into whether we can request a reclassification by ISO now that the division is fully staffed.

3. Economic Development: **Page 2**

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 3**

Significant Incidents Page 4

- 12/7/15, 6:23 AM: N. US-1 / Lowndes Ave. – Motor Vehicle Accident – Responded to a pedestrian (turned out to be the driver of the semi) vs. semi-truck accident – truck lost control hitting pedestrian and then collided head-on with another vehicle – driver of vehicle was entrapped and required heavy extrication – two patients transported and one fatality on-scene.

7. Human Resources **Page 4**
8. Information Technology: **Page 5**
9. Leisure Services: **Page 5**
 - Athletics Maintenance. **Page 6**
 - Performing Arts Center. **Page 6**
 - Parks Maintenance. **Page 7**
 - Building Maintenance. **Page 8**
10. Police: **Page 8**
 - Community Service/Animal Control. **Page 8**
 - Criminal Investigations. **Page 8**
 - Operations – Summary of specific crimes. **Page 9**
 - Neighborhood Improvement. **Page 12**
11. Public Works **Page 12**
 - Engineering: **Page 12**
 - Environmental Discovery Center – The Contractor is working to install the roof sheathing, insulation and framing of the deck and porches. **Page 13**
 - Nova Community Park Trail – The contractor is working along the west side of the tennis courts and Skate Park, and the south side of baseball field #5. **Page 13**
 - North US1 Landscaping (Airport Road to I95) – The contractor started directional drilling under the turn lanes at Airport Road, working north. **Page 13**
 - Environmental Management Division: **Page 14**
 - Street Maintenance/Asphalt/Concrete. **Page 14**
 - Tree Crew. **Page 15**
 - Stormwater Maintenance. **Page 15**
 - Street Sweeping. **Page 15**
 - Fleet Operations: **Page 15**
 - Utilities: **Page 16**
 - Fire Hydrant Replacement Program – Fire hydrants are being replaced on the north peninsula.
12. Support Services/City Clerk **Page 19**