

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: January 8, 2016

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- General discussion meetings with Fire Chief, Economic Development Director, HR Director, Planning Director and Finance Director
- Staff meeting with senior staff
- Cell tower discussion with senior staff
- Discussion with senior staff on downtown parking on Lincoln Ave.

Spoke to, attended and/or met with:

- Agenda review with Commissioner Boehm and Commissioner Stowers
- Spoke with citizen regarding water usage and billing
- John Walsh, Observer, on United Way/Chamber of Commerce
- Maryam Ghyabi regarding Nova Road mid-block crossing
- Monthly meeting with Waste Pro and senior staff on service provided
- Quality of Life Board
- Held Walk with the Manager, guest walkers were the City Engineer and Landscape Architect, walked to the Environmental Discovery Center from Central Park Hammock Lane.

2. Community Development: **Page 1**

- Granada Pointe Investors, LLC has filed an application with the City of Ormond Beach for a Small Scale Comprehensive Plan Amendment. The request is to change the Low Density Residential (LDR) land use designation on a portion of the property containing approximately 2.60 more or less to Residential Office Retail (ROR) land use and approximately 6 acre more or less parcel from Low Density residential (LDR) land use to Open Space Conservation (OSC) land use. Staff attended a neighborhood meeting held at Tuscany Shoppes regarding the land use plan amendment for 600 West Granada Boulevard (aka Granada Pointe).

3. Economic Development: **Page 2**

4. Airport: **Page 2**

- Staff has been advised by Hoyle, Tanner and Associates that the ongoing Airport Storm Water Master Drainage Plan is scheduled for completion by March 1, 2016. This completion date includes a 30 day review period with the St. Johns River Water Management District.

5. Finance: **Page 3**

6. Fire: **Page 4**

**Significant Incidents**

- 1/2/16, 4:04 AM: 45 Laurel Ridge Break – Structure Fire – Upon arrival found single-story residential home 50% involved with fire through the roof – all occupants were able to escape structure without injury – residents awoke to smoke coming out of ceiling register – fire was

called out at 5:30 AM – crews cleared scene at 11:45 AM – under investigation by State Fire Marshal.

7. Human Resources **Page 4**
  - Police Chief (Police) was advertised 1-6-16 on the City web site, internally, and via Florida Police Chiefs STARS program on multiple web sites, and will remain open until 1-30-16.
8. Information Technology: **Page 5**
9. Leisure Services: **Page 6**
  - Athletics Maintenance. **Page 6**
  - Performing Arts Center. **Page 7**
  - The Casements **Page 7**
    - This evening, The Casements will collaborate with Ormond Memorial Art Museum and Gardens, Ormond Beach Historical Society and Ormond Beach Arts District to present the 27th annual Starry, Starry Night event. From 5:00 p.m. to 8:00 p.m. The Casements will be open to the public for a free gallery exhibit showing Carolyn Land's "The Land Beneath the Stars" collection. Guests enjoyed live music, free refreshments and free appetizers inside The Casements building. Outside on the North Lawn, Ormond Beach Arts District will host an artists' night market with art vendors.
  - Parks Maintenance. **Page 8**
  - Building Maintenance. **Page 8**
10. Police: **Page 8**
  - Community Service/Animal Control. **Page 9**
  - Criminal Investigations. **Page 9**
  - Operations – Summary of specific crimes. **Page 9**
  - Neighborhood Improvement. **Page 11**
11. Public Works **Page 11**
  - Engineering: **Page 11**
    - Environmental Discovery Center – The Contractor is working to install the roof sheathing, insulation, framing the deck and porches, interior walls, rough plumbing, and rough electrical.
    - 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.
    - West Ormond Community Center – Staff has issued a work authorization to Zev Cohen & Associates for the feasibility study. **Page 12**
  - Environmental Management Division: **Page 13**
    - Street Maintenance/Asphalt/Concrete. **Page 13**
    - Tree Crew. **Page 13**
    - Stormwater Maintenance. **Page 14**
    - Street Sweeping. **Page 14**
  - Fleet Operations: **Page 14**
  - Utilities: **Page 15**
    - Breakaway Utilities Yard Electrical and Pump Upgrades – A proposal was prepared by the consulting engineer for review. Engineer visited the site for design clarification.
    - Fire Hydrant Replacement Program – Hydrant replacement activities continue on the north peninsula.
12. Support Services/City Clerk **Page 18**