

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: February 19, 2016

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney, Fire Chief and Economic Development Director
- Staff meeting
- Reviewed with senior staff the health care and Financial Trends presentations for March 1 joint workshop
- Discussion with Officer Stokes on child safety educational program

Spoke to, attended and/or met with:

- Agenda review with Commissioners Boehm and Stowers
- Shade meeting and Commission meeting
- Team Volusia Marketing Committee meeting
- United Way Allocations meeting
- NIAB meeting

2. Community Development: **Page 1**

- Mobility Plan and Fee: The Department was contacted by Renaissance Planning Group (RPG), a consultant out of Delray Beach. RPG has been contracted by FDOT to develop a resource and best practice guide entitled, "Using Mobility Fees to Fund Transit Improvements." The City's Mobility Plan and Fee will be featured in this publication. The guidebook's purpose is to assist local governments to implement or improve mobility fee programs to fund transit improvements and operations. The Planning Director was interviewed for the purpose of gaining insights into Plan Development, program implementation, operation, and lessons learned that may be helpful to other jurisdictions.
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3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

Significant Incidents

- 1/13/16, 1:38 PM: Washington Place – Structure Fire – Upon arrival found smoke showing from front door of residence – no visibility inside – fire started in dryer and was contained to room of origin – smoke damage throughout home.
- 2/15/16, 12:57 AM: US-1 and I-95 – Motor Vehicle Accident – RV Motor Home struck tree and caught fire – one fire victim fatality on-scene – another occupant escaped vehicle and was transported to hospital.

7. Human Resources **Page 4**
8. Information Technology: **Page 5**
 - Notable Events:
 - Fleet Services “FASTER” application upgrade to the latest version 6.9.11.1. This involved a major software upgrade installed to a new Windows 2012 virtual server, data was converted from a SQL2000 to SQL2014. IT handled the server install, database conversion, and the installation of the program on the Fleet workstation computers with limited remote assistance from the vendor. **Page 6**
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 12**
11. Public Works **Page 13**
 - Engineering: **Page 13**
 - Environmental Discovery Center – The Contractor is working to install the tiles in the bathroom, AC ducts, concrete shed pad and parking lot driveways.
 - West Ormond Community Center – Consultant submitted 6 conceptual plans and the due diligence report. Staff has reviewed and will meet with consultant on final draft of the design conceptual plan. Plan will then be presented to the City Manager and then City Commission.
 - 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**
 - Rima Wells Auxiliary Power Generator – The contractor executed the contracts and returned them to the City for processing. Once the contracts are finalized a preconstruction meeting will be scheduled.
12. Support Services/City Clerk **Page 19**