

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: February 26, 2016

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting with senior staff
- General discussion meetings with Police Chief and IT Manager
- Review/final preparation of Financial Trends and Health Insurance presentations for March 1 commission workshop

Spoke to, attended and/or met with:

- Rotary meeting
- Claims committee meeting
- Monthly meeting with Waste Pro
- City/County Managers meeting

2. Community Development: **Page 1**

3. Economic Development: **Page 1**

4. Airport: **Page 2**

5. Finance: **Page 2**

6. Fire: **Page 3**

Significant Incidents Page 4

- 2/19/16, 6:14 PM: S. Old Kings Rd. – Structure Fire – Upon arrival found shed behind residence fully involved – no other exposures were in immediate danger – shed and contents were a complete loss.
- 2/20/16, 4:11 AM: Ponce De Leon Dr. – Structure Fire – Single family home found with moderate smoke throughout – cause of fire due to electrical short on exterior wall that burned under floor and extended into wall and ceiling – crews kept fire in the area of origin and extinguished.

7. Human Resources **Page 4**

8. Information Technology: **Page 5**

9. Leisure Services: **Page 6**

- 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 installing the porch railings, vinyl plank flooring, and concrete parking lot/driveways. The ADA canoe/kayak launch has been installed.
- 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**
 - Ormond Beach Wastewater Treatment Plant Rehabilitation Project – Wear ring was replaced and Pump #2 is being installed by TAX this week.
 - Rima Wells Auxiliary Power Generator – A preconstruction meeting is scheduled for 2/26/16.

12. Support Services/City Clerk **Page 19**