

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: March 4, 2016

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney, HR Director, Economic Development Director and Fire Chief
- Staff meeting
- Preparation for Ormond Beach 2 Go! event

Spoke to, attended and/or met with:

- Agenda review with Commissioners Boehm and Stowers
- Rotary meeting
- Ormond Beach 2 Go! in Aberdeen
- Rotary conference

2. Community Development: **Page 1**

3. Economic Development: **Page 2**

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 4**

Operations

- The Fire Department received notification this week regarding results of their Insurance Services Office (ISO) survey. The City has a new and improved ISO public protection class rating of a 3/3X. Previous rating was a 4/9.

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**
 - OBSC Pavilion – The pavilion construction is 90% complete. The patio brick pavers installation is complete. Fencing, landscaping and furnishings should be complete in a few weeks. Utility locates were performed so that additional site grading can be done to further improve the stormwater drainage near the playground pavilion. **Page 13**
 - City Welcome Sign – The shop drawings have been approved and the building permit is under review. The signs are currently being fabricated. **Page 13**
- 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 – A preconstruction meeting was held on 2/26/16. Contract plans, specifications, meeting minutes and the legal description of the well easement were distributed. Shop drawings were reviewed and the Notice to Proceed date of 4/25/16 was established.

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