

**City of Ormond Beach
Memorandum**

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: April 1, 2016

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney and Assistant Finance Director

Spoke to, attended and/or met with:

- Rotary meeting
- Police Chief recruitment: STARS orientation with candidates and panelists; meet and greet with candidates; conducted interviews with finalists
- Employee meeting on pay and classification study
- Spoke with Suzanne Heddy, Historical Society, on special events at The Casements
- Budget Advisory Board meeting
- Interviewed by former intern Jacob Lutz regarding an assignment for his MPA program

2. Community Development: **Page 1**

3. Economic Development: **Page 2**

Ormond Crossings

- Staff is working with Tomoka Holdings to determine options to construct utilities to the Commerce Park portion of the project. Further estimates are being conducted by City staff and Tomoka Holdings.

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 4**

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 11**

11. Public Works **Page 11**

- Engineering: **Page 11**
 - Environmental Discovery Center – The Contractor is working on the interior display feature and final site grading for landscaping and irrigation installation. **Page 12**
 - North US1 Landscaping (Airport Road to I95) – The Contractor continued irrigation installation which started at Airport Road, working North toward the Interstate and started installing trees in the medians. **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**
 - Reuse Service Area Dual Check Valve Installation – The contractor continues installation activities. Between March 2nd and March 12th the contractor installed 5 valves. The project is expected to be completed by the end of April 2016. **Page 18**
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12. Support Services/City Clerk **Page 18**