

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: April 15, 2016

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with Police Chief, IT Manager, Utilities Manager,
- Staff meeting with senior staff
- Completed and submitted ICMA Credentialed Manager report
- Reviewed commission meeting agenda packet
- Reviewed NID PowerPoint presentation for CFOB meeting
- Preparing for panel discussion at FCCMA Annual Conference

Spoke to, attended and/or met with:

- FPL representative Larry Volenec regarding their rates
- Rotary Board Meeting
- Roundtable of Volusia County Elected Officials
- Met individually with commission members and senior staff regarding Enterprise Software System
- Spoke with John Boehm regarding internship with the city
- CFOB meeting, NID Manager Chris Mason presented information to the group
- PACE Center Board Meeting
- Met with Maryam Ghyabi regarding US1/Nova Road
- Held Walk with the Manager, Finance Director Kelly McGuire was the guest walker

2. Community Development: **Page 1**

- The Department hosted a training session on the City's ProjectDox for Daytona Beach, Port Orange and Ponce Inlet staff interested in moving from paper submittals to electronic plan submittal and review. The City is recognized in Volusia County as the vanguard for this type of technology.
- The draft 2016 Bike Plan was updated along with the PowerPoint presentation for the City Commission Workshop scheduled for April 19th. A second alternative route was added for the Tomoka State Park Phase II proposed bike path. This second alternative makes use of existing eight foot sidewalks located partially along N. Beach and Domicillio and N. Ridgewood. Engineering continues to work on the detailed alignment and construction numbers.

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**
Significant Incidents

- 4/9/16, 11:25 AM: 2099 N. Beach St. – Brush Fire – Engine 93 assisted Tomoka State Park rangers with one acre brush fire – controlled burn jumped lines – 900 gallons of water used to extinguish hot spots – cleared scene at 2:34 PM.

7. Human Resources **Page 5**

8. Information Technology: **Page 5**

9. Leisure Services: **Page 6**

- Athletics Maintenance. **Page 7**
- Performing Arts Center. **Page 7**
- Parks Maintenance. **Page 8**
- Building Maintenance. **Page 9**

10. Police: **Page 9**

- Community Service/Animal Control. **Page 9**
- Criminal Investigations. **Page 10**
- 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 on the interior display feature and final site grading for landscaping and irrigation installation.
 - 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.
 - Communications Infrastructure – Work on Division Avenue is nearing completion, fiber optic connection has been successfully tested at the Environmental Discovery Center. Work on the point-to-point wireless connections to The Casements and Nova Recreation is scheduled.
- 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 16**
- Utilities: **Page 16**
 - Ormond Beach Elementary Earth Day Event – Staff is organizing several activities for 157 first and second graders from Ormond Beach Elementary who will attend the City's Earth Day event on April 21st. This the fourth consecutive year the students have been invited. The event allows for a free field trip, which the teachers have appreciated every year. The Museum of Arts and Sciences will present this year along with a craft by the Ormond Beach Public Library. **Page 19**

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