

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: May 13, 2016

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meetings with IT Manager
- Continued CIP meetings with individual departments
- Reviewed commission agenda
- Prep work for panel discussion at FCCMA conference

Spoke to, attended and/or met with:

- Rotary board meeting
- Roundtable of Volusia County Elected Officials
- PACE Center board and executive committee meetings
- Held Meeting with the Manager

2. Community Development: **Page 1**

- Tom Griffith, Chief Building Official, completed the process and passed the examination to become a Certified Floodplain Manager (CFM). The Department now has two fully certified CFMs.

3. Economic Development: **Page 2**

- SKYO Industries, the New York manufacturing firm that purchased 2 Sunshine Boulevard has relocated approximately 95% of their operation from New York. Approximately 30 employees have been hired and the company expects to be in full operation in Ormond Beach by August.

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 3**

7. Human Resources **Page 4**

8. Information Technology: **Page 5**

9. Leisure Services: **Page 5**

- Athletics Maintenance. **Page 6**
- Performing Arts Center. **Page 6**
- Parks Maintenance. **Page 7**
- Building Maintenance. **Page 8**

10. Police: **Page 8**

- Community Service/Animal Control. **Page 9**
- Criminal Investigations. **Page 9**
- Operations – Summary of specific crimes. **Page 9**
- Neighborhood Improvement. **Page 12**

11. Public Works **Page 12**

- Engineering: **Page 12**
 - Lincoln Avenue Parking Lot – Design drawing are being finalized and construction proposal is being prepared. **Page 13**
 - Forest Hills Connector Trail – City staff is continuing survey work for the route from Forest Hills to Granada Blvd., as well as from Misner's Branch to Tomoka Elementary School. **Page 13**
- Environmental Management Division: **Page 13**
 - Street Maintenance/Asphalt/Concrete. **Page 13**
 - Tree Crew. **Page 14**
 - Stormwater Maintenance. **Page 14**
 - Street Sweeping. **Page 15**
- Fleet Operations: **Page 15**
- Utilities: **Page 15**
 - Dual Check Valve Installation Services – Contract is nearing completion in the north peninsula reuse service area.
 - Fire Hydrant Replacement Program – Prepared a memo to renew the contract to be presented at the 6-7-16 City Commission meeting. Preparing FDOT permit drawings for hydrants on S. Atlantic Ave.

12. Support Services/City Clerk **Page 18**