

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: December 2, 2016

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney and HR Director
- Staff Meeting
- Staff and Ormond Crossings representatives regarding utilities
- Staff and Waste Pro representatives
- Claims Committee Meeting
- Staff regarding Land Swap/Well Sites

Spoke to, attended and/or met with:

- Rotary Meeting
- Agenda review with Commissioner Littleton
- Keith Damon, Project Manager for Enterprise Resource System
- Mayor Partington and Chamber representatives
- Main Street regarding Bike Share
- Attended VLOC Dinner
- Attended The Casements Tree Lighting/Gala

2. Community Development: **Page 1**

- MacDonald House: After completing three days of fieldwork at the MacDonald House and a kick-off meeting with city staff, Bender & Associates submitted its first deliverable for staff review and comment for Task One. The consultant is on schedule and working toward preparing for the January public workshop.

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

Significant Incidents

- 11/29/16, 6:57 AM: 601 Division Ave. – Brush Fire – Responded to Central Park for a fire – upon arrival found two separate areas burning and a third fire that had burnt itself out – also found a walkway on fire – Volusia County Sheriff's helicopter flew area to search for additional fires but none found – crews cleared scene at 11:05 AM – under investigation by State Fire Marshall.

7. Human Resources **Page 5**

8. Information Technology: **Page 6**

9. Leisure Services: **Page 6**
 - Athletics Maintenance. **Page 7**
 - Performing Arts Center. **Page 7**
 - Parks Maintenance. **Page 9**
 - Building Maintenance. **Page 9**

10. Police: **Page 10**
 - Community Service/Animal Control. **Page 10**
 - Criminal Investigations. **Page 10**
 - Operations – Summary of specific crimes. **Page 11**
 - Neighborhood Improvement. **Page 13**

11. Public Works **Page 13**
 - Engineering: **Page 13**
 - 2-Inch Watermain Replacement Phase 2 – Mainland – All water main work complete. Restoration is on-going and includes sidewalks, curbing, road resurfacing, and sod work expected to be complete by December 9.
 - South Peninsula Reclaimed Expansion –90% plans have been submitted and are in review. City staff met with representatives of Ocean Village Villas and the Gardens of New Britain to encourage connection by these two communities; modifications are being incorporated into the plans to provide for logical connection points for these two sites. **Page 14**

 - Environmental Management Division: **Page 15**
 - Street Maintenance/Asphalt/Concrete. **Page 15**
 - Forestry Crew. **Page 15**
 - Stormwater Maintenance. **Page 16**
 - Street Sweeping. **Page 16**

 - Fleet Operations: **Page 16**

 - Utilities: **Page 17**
 - WWTP Outfall Pipe Replacement – WWTP Outfall Pipe Replacement – Final plans and specifications were reviewed. The State is reviewing the request for the submerged land easement. Additional FPL easement information being added to plans. **Page 17**

12. Support Services/City Clerk **Page 20**