

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: December 9, 2016

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meetings with Police Chief, Economic Development Director, HR Director and Planning Director

Spoke to, attended and/or met with:

- Individual agenda review discussions with commission members
- Rotary meetings
- United Way Executive Committee Meeting
- City Commission Advisory Board Workshop and City Commission meeting
- PACE Board meeting
- DARE graduation at Tomoka Elementary

2. Community Development: **Page 1**

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 4**

- Preparing for the annual audit

6. Fire: **Page 4**

Significant Incidents

- 12/3/16, 4:21 PM: 3673 Needles Dr. – Structure Fire – Provided assistance to Volusia County – upon arrival found residential structure 50% involved – no hydrants in area – residence on narrow dirt road – once water supply was established structure was a total loss – crews cleared scene at 7:19 PM.
- 12/6/16, 10:05 AM: 1657 N. US1 – Brush Fire – Responded to small brush fire across street from Loves Truck Stop – fire located between retention pond and US1 – Department of Forestry assisted by cutting a line around fire – crews cleared scene at 12:35 PM – crews returned at 5:04 PM to check for hot spots and flare-ups – 200 gallons of water was used on several smoldering areas for potential rekindles.

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 9**

- Community Service/Animal Control. **Page 10**
- Criminal Investigations. **Page 10**
- Operations – Summary of specific crimes. **Page 11**
- Neighborhood Improvement. **Page 12**

11. Public Works **Page 13**

- Engineering: **Page 13**
 - CDBG – Hospital Garden Landscaping – Staff conducted the mandatory pre-construction meeting with the Contractor, per CDBG guidelines. Staff anticipates the project will start construction this month.
 - Fortunato Park Repairs – Repairs to the Fortunato Park Canoe Launch and sidewalk are to begin this week.
- 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 16**
 - Industrial Pretreatment Program (IPP) – Staff continues to investigate the cause and source of sporadic elevated levels of copper being received at the City's Wastewater Treatment Facility. IPP staff once again set up the compositors to monitor the copper levels from specific sewer segments. The data is being culled to continue narrowing down the possible contributors of the copper levels. Staff is also televising the sewer line in the suspected area to note all laterals associated with this line. Staff interviewed all businesses on the suspected segment of the sewer collection line illustrating contribution of high levels of copper into the system. The interviews assisted staff in narrowing down the potential contributors based on the type of facility and the products utilized within. Further sampling efforts are ongoing to narrow the search. Staff submitted the City's Draft Plan of Study for evaluating the Local Limits to FDEP as required by the wastewater treatment facility's operating permit. The Plan of Study gives the City the framework to use in sampling and analyzing the effectiveness of the Local Limits. **Page 19**

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