

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: December 16, 2016

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meetings with IT Manager, HR Director, Fire Chief, and Finance Director

Spoke to, attended and/or met with:

- Rotary meeting
- United Way Board meeting
- Weekly meeting with Mayor
- Senior staff and attorney Kim Booker on land swap/well site SR40 north
- Phone call to Cathy Curry regarding Oakridge Cemetery
- Public Administration Advisory Board conference call
- Senior staff and representatives of Lakebridge, Arbor Oaks and Arbor Trails subdivisions regarding various concerns
- Sea Shell Marshall-Barley, recent college graduate, discussed career goals
- PAL holiday party
- Holidays at The Casements
- General discussion with James Moore auditor
- Claims Committee meeting

2. Community Development: **Page 1**

- Featured FDOT Publication: Ormond Beach was featured in a publication entitled, “A Guidebook: Using Mobility Fees to Fund Transit Improvements.” This document can be accessed at the following link: <http://www.fdot.gov/transit/>

3. Economic Development: **Page 2**

Ormond Crossings

- Staff is working with the Frank family to evaluate options for extension of providing infrastructure to the Phase A portion of the Ormond Crossings Commerce Park. This is an ongoing process and staff will provide updates to the Commission.

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 10**
 - Criminal Investigations. **Page 10**
 - Operations – Summary of specific crimes. **Page 10**
 - Neighborhood Improvement. **Page 12**

11. Public Works **Page 12**
 - Engineering: **Page 12**
 - Cassen Park Public Dock – Staff was notified by FIND that the City has made the cut for award of the Grant for the Phase 1 funding. The grant amount approved was for \$53,299. The Army Corps of Engineers has issued the public notice for the permit and all comments are due by the end of the month. After that staff can address any comments prior to permit issuance. **Page 13**
 - CDBG (canoe kayak launches) – Staff is addressing FDEP comments in advance of their issuing a permit for the Kayak Launch that will be located at Cassen Park. **Page 13**

 - Environmental Management Division: **Page 14**
 - Street Maintenance/Asphalt/Concrete. **Page 14**
 - Forestry Crew. **Page 15**
 - Stormwater Maintenance. **Page 15**
 - Street Sweeping. **Page 16**

 - Fleet Operations: **Page 16**

 - Utilities: **Page 16**
 - Industrial Pretreatment Program – Staff is investigating the cause and source of sporadic elevated levels of copper being received by the City's Waste Water 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 charted the sewer system of a suspected facility with the use of tracing dyes. Knowing the system will allow for strategic sampling locations to be utilized to continue narrowing down the possible sources.

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