

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: May 31, 2013

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Staff meeting with directors
- One on one meetings with HR Director, Police Chief
- Assistant City Manager and City Engineer final update on beachfront park

Spoke to, attended and/or met with:

- Lean Six Sigma training
- Doug Bell, discussed various State Legislative issues,
- Shade Meeting to discuss pending litigation
- Chamber of Commerce Board of Directors meeting
- Developer Ed Speno regarding proposed LDC amendment
- Agenda review with Commissioner Stowers
- VLC Annual Banquet
- VCARD forum on Florida Real Estate

2. Community Development: **Page 1**

3. Economic Development: **Page 1**

- Staff is participating on the new Tourism Committee recently established for greater promotion of area hotels, city and other events during the year. A meeting of the promotional subcommittee and Jeff Hentz, President and CEO of the Daytona Beach Area Convention and Visitors Bureau, was held to discuss the creation of an Ormond Beach visitor recruitment brochure. **Page 2**

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 4**

**Significant Incidents**

- 5/23/13, 7:47 AM: Woodlands Blvd/S. Nova Rd. – Motor Vehicle Accident – Responded to t-bone accident with one overturned vehicle – fuel leakage with two lanes blocked – one minor patient treated on scene.
- 5/23/13, 4:02 PM: Carriage Creek Way – Brush Fire – Responded to Breakaway Trails Subdivision – fire located in middle of lake behind residence – no access to island – Engine 94 pulled to lake edge and used mounted nozzle on top of truck for extinguishment – fire due to direct lightning strike.

7. Human Resources **Page 4**

8. Information Technology: **Page 6**
  - Notable Events: High percentage of rejected SPAM type of emails this week. Checked with several other Local Government IT Directors and they are seeing the same trends.
9. Leisure Services: **Page 6**
  - Athletics Maintenance. **Page 7**
  - Future Events at PAC. **Page 7/8**
  - Parks Maintenance. **Page 9**
  - Building Maintenance. **Page 9**
10. Police: **Page 10**
  - Community Services/Animal Control. **Page 10**
  - Criminal Investigations. **Page 10**

Comments:

    - Death Investigation: Investigators are looking into a death believed to be a drug overdose. Investigation is ongoing.
    - Subject identified in a grand theft case after property was found in a local pawn shop. Investigation is ongoing.
  - Operations – Summary of specific crimes. **Page 11**
  - Neighborhood Improvement. **Page 13**
11. Public Works **Page 13**
  - Engineering: **Page 13**
    - Downtown Granada Median Improvements - The scheduled completion date for this project was May 23, 2013, the only remaining outstanding issues include the finalization of striping. Staff has had some citizen comment on the addition of the bicycle markings since this area is not considered the designated bike route. In conversations with FDOT, they advised that the bicycle markings were there to advise motor vehicle traffic to share the roadway.
    - 2-Inch Waterline Replacement – North Peninsula - The project commenced May 13, 2013; the contractor is continuing work in the FDOT right of way (A1A) at Lynhurst and per their provided schedule will continue through early June at this area. FDOT anticipates commencement of construction July 15 or thereabouts. THADCON will move next to work within Essex Drive on or about June 10 per their provided schedule. **Page 14**
    - Downtown Banner – The FDOT has issued the construction permit. Staff will solicit construction proposals to install the decorative poles, foundations and span wires. **Page 15**
  - Environmental Management Division: **Page 16**
    - Street Maintenance/Asphalt/Concrete. **Page 16**
    - Tree Crew. **Page 16**
    - Stormwater Maintenance. **Page 17**
    - Street Sweeping. **Page 17**
  - Fleet Operations: **Page 17**
  - Utilities: **Page 17**
    - Airport Road Force Main/ Reuse Main Project – Project is nearing completion and punch list items are being performed. Subcontractor - Emerson is scheduled to complete the automation and monitoring systems for operation of the booster pump and valve actuation devices this week. Training will be arranged after Emerson's work is completed. **Page 18**
12. Support Services/City Clerk **Page 21**