

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: October 10, 2014

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney, IT Manager, Risk Manager, Police Chief, and Finance Director
- Weekly staff meeting with directors
- Reviewed State of the City video
- ProjectDox meeting with staff from IT, Planning, Engineering, and Public Works

Spoke to, attended and/or met with:

- Agenda review with Commissioner Boehm
- Rotary board meeting
- PACE board meeting
- Senior staff and I met with Mary Anne Connors and County staff on itinerant merchants
- Responded to citizen complaint about missed recycled pickup.

2. Community Development: **Page**

- Staff met with FDOT District 5 staff regarding the City's proposed land use change for US 1 North. An advanced copy of the staff report was provided along with an annotated land use plan map depicting the proposed land uses, the overall reduction in average daily trips but an increase in AM peak trips. FDOT staff appears to be receptive and supportive.

3. Economic Development: **Page 2**

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 4**

Significant Incidents

- 10/4/14, 4:59 AM: Endora St. – Vehicle Fire – Provided assistance to Volusia County – Engine 94 utilized 500 gallons of water to extinguish fully involved pick-up truck – no injuries.
- 10/6/14, 12:21 AM: W. Granada Blvd. – Motor Vehicle Accident – Upon arrival found one vehicle into median – vehicle struck two trees cutting one large tree in half – one occupant found in vehicle and transported to hospital.

7. Human Resources **Page 4**

8. Information Technology: **Page 6**

9. Leisure Services: **Page 6**

- Athletics Maintenance. **Page 7**
- Performing Arts Center. **Page 8**

- Building Maintenance. **Page 9**
- Parks Maintenance. **Page 10**

10. Police: **Page 10**

- Community Service/Animal Control. **Page 11**
- Criminal Investigations. **Page 11**
- Operations – Summary of specific crimes. **Page 11**
- Neighborhood Improvement. **Page 14**

11. Public Works **Page 15**

- Engineering: **Page**
 - Traffic Signal Maintenance (Mast Arm Painting) – A pre-construction meeting is scheduled for Friday, October 24, with work to commence the following Monday.
 - Granada Medians (West of I-95) – The contractor has completed approximately 80% of the irrigation system installation and has begun installing crape myrtles west of Hunters Ridge.
 - Riverside Drive Drainage Improvements – Bid documents are scheduled for City Commission review at the October 21 meeting, bid advertisement will follow.
- Environmental Management Division: **Page 17**
 - Street Maintenance/Asphalt/Concrete. **Page 17**
 - Tree Crew. **Page 17**
 - Stormwater Maintenance. **Page 18**
 - Street Sweeping. **Page 18**
- Fleet Operations: **Page 18**
- Utilities: **Page 19**
 - A-1-A Force Main – Staff developing main flushing protocol for low flow deposition effects to reduce frequency of poly-pig cleaning.
 - PEP Tank Brochures: Staff received the final draft of the brochure from the printer. Upon approval, the brochure will be mailed to homeowners with the PEP system as well as supplied to homeowner associations which utilize the system for future residents. **Page 22**

12. Support Services/City Clerk **Page 22**