

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: October 31, 2014

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- General discussion meetings with Finance Director, I/T Manager, and Economic Development Director
- Staff meeting with directors
- Director evaluations
- Legislative flyers for Volusia Legislative Delegation meeting in December
- Legislative issues agenda item for upcoming City Commission meeting
- Field Day with fire staff at Station 91

Spoke to, attended and/or met with:

- Rotary meeting
- FCCMA Strategic Planning committee conference call
- ICMA webinar entitled Leading Change Isn't a Spectator Sport
- Two citizens about licensing and permitting issues.
- Chamber of Commerce Board of Directors meeting
- Art in public places survey discussion with Rick Fraser, Chamber of Commerce and Julia Truilo, MainStreet.

2. Community Development: **Page 1**

- The Department continues to work with Cardno in the preparation of the EPA grant for \$400,000 to perform environmental work at the airport (SE and SW Quad) and three other former convenience sites along US1. A property owner through his attorney has nominated one site for further discovery. The two greatest issues are the follow-up needed to gather the community support letters and getting property owners to nominate their properties. Six letters of support have been received, two additional ones have been contacted as follow-up. A minimum of 10 is needed to make the application more competitive. On the latter, a free, independently conducted phase one and phase two assessments should be selling points for commercial property owners that might be looking to sell or redevelop their properties.

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 4**

6. Fire: **Page 4**

**Significant Incidents**

- 10/29/14, 3:39 AM: Carmel Ter. – Structure Fire – Upon arrival found visible flames showing with back of house engulfed and heavy smoke – fire located in attic – Red Cross made contact with homeowner – no injuries – fire under control at 4:17 AM – under investigation by State Fire Marshal – cleared scene at 11:09 AM.

7. Human Resources **Page 5**
8. Information Technology: **Page 6**
9. Leisure Services: **Page 7**
  - Athletics Maintenance. **Page 8**
  - Performing Arts Center. **Page 8**
  - Parks Maintenance. **Page 10**
  - Building Maintenance. **Page 10**
10. Police: **Page 11**
  - Community Service/Animal Control. **Page 11**
  - Criminal Investigations. **Page 12**
  - Operations – Summary of specific crimes. **Page 12**
  - Neighborhood Improvement. **Page 16**
11. Public Works **Page 16**
  - Engineering: **Page 16**
    - Granada Blvd. Resurfacing – Tymber Creek to Perrott – Final friction course of paving is in process. Weather permitting, paving operations are anticipated to be completed by November 7.
    - Granada Medians (West of I-95) – The contractor has completed approximately 85% of the irrigation system installation and has begun installing the reclinata palms and crape myrtles, west of Hunters Ridge.
    - Nova Community Park Skate Park Expansion – Groundbreaking for this project is scheduled for Monday, November 3, at 4:30 pm. The design package has been finalized for permitting. **Page 17**
    - Water and Wastewater Master Plan Update – Staff made field visits to several area treatment facilities to see new technologies in service that may be included as recommendations in the Master Plan. The draft report was submitted and staff is reviewing the report. **Page 17**
  - Environmental Management Division: **Page 18**
    - Street Maintenance/Asphalt/Concrete. **Page 18**
    - Tree Crew. **Page 18**
    - Stormwater Maintenance. **Page 19**
    - Street Sweeping. **Page 19**
  - Fleet Operations: **Page 19**
  - Utilities: **Page 20**
    - Breakaway Trails Lift Station Control Panel Replacement – Design phase to be included with work budgeted for additional facility improvements proposed for current fiscal year.
    - Saddler's Run Lift Station Rehabilitation – The Engineer is incorporating 90% plans and specifications comments in the bid documents. An estimate of probable cost was requested.
12. Support Services/City Clerk **Page 23**