

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: November 14, 2014

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- City Manager: **Page 1**

### City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with IT Director, Finance Director, and Utilities Manager
- Continued working on employee evaluations
- Project Dox implementation discussion with senior staff
- State of the City after action meeting with staff

Spoke to, attended and/or met with:

- General discussion with Wayne Grant, Ormond Observer
- General discussions with Commissioner Stowers
- Rotary Board meeting
- Veterans Day recognition dinner at Sr. Center
- Veterans Day tribute at the art museum
- Florida Business Watch meeting/Mayor's Roundtable at FLC Legislative Conference
- PACE Board meeting
- Walk with the Manager
- Claims Committee meeting

- Community Development: **Page 1**

- The Planning Board conducted another public hearing on the land use plan amendments related to the Interlocal Service Boundary Agreement. The first public hearing before the Planning Board was advertised as an expedited amendment under the state rules. Based upon a change in state direction, the land use plan amendments are being advertised as a Small Scale amendment.

- Economic Development: **Page 2**

- Airport: **Page 2**

- Finance: **Page 3**

- Fire: **Page 4**

- Human Resources **Page 4**

- Information Technology: **Page 5**

- Leisure Services: **Page 6**

- Athletics Maintenance. **Page 7**
- Performing Arts Center. **Page 8**
- Parks Maintenance. **Page 9**

- Building Maintenance. **Page 9**
  
- Police: **Page 10**
  - Community Service/Animal Control. **Page 11**
  - Criminal Investigations. **Page 11**
    - Comments
      - Missing Person: Detectives are still trying to locate Mr. Melvyn Butzlaff. This case is active and detectives are following up leads provided by members of the community.
    - Operations – Summary of specific crimes. **Page 12**
    - Neighborhood Improvement. **Page 14**
  
- Public Works **Page 14**
  - Engineering: **Page 14**
    - Granada Blvd. Resurfacing – Tymber Creek to Perrott – Cooler night time weather has affected FDOT's contractor; paving work is still anticipated to be complete by Thanksgiving. **Page 15**
    - 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. . **Page 15**
    - Hand Avenue Bridge Railing Repair - Repairs have begun on the damaged sidewalk and railing, caused by a fallen oak tree. **Page 15**
    - Nova Community Park Skate Park Expansion – The skate park closed as of November 12 for construction of the expansion and improvements. Contractor installed security fencing and began mobilization of the construction site this week. **Page 15**
  
  - Environmental Management Division: **Page 17**
    - Street Maintenance/Asphalt/Concrete. **Page 17**
    - Tree Crew. **Page 17**
    - Stormwater Maintenance. **Page 17**
    - Street Sweeping. **Page 18**
  
  - Fleet Operations: **Page 18**
  
  - Utilities: **Page 18**
    - A-1-A Force Main – Staff developing main flushing protocol for low flow deposition effects to reduce frequency of poly-pig cleaning.
    - Breakaway Trails Lift Station Control Panel Replacement – Design phase to be included with work budgeted for additional facility improvements proposed for current fiscal year.
    - Reuse Service Area Backflow Device Project: The contractor began installations the of the backflow prevention devices in the City's Reuse Service Area on October 31st. In the first week 29 new installations and 163 rebuild kits were installed. **Page 21**
  
- Support Services/City Clerk **Page 21**