

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: February 27, 2015

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney, IT Manager, Finance Director, and Police Chief
- Weekly staff meeting with directors
- Project Dox update meeting with Assistant City Manager and senior staff from Planning, Finance and Engineering

Spoke to, attended and/or met with:

- Employee of the Quarter selection committee
- County Fire Community Meeting with Fire Chief, Tuesday, 6:00 p.m. at the Riverview United Methodist Church on John Anderson Drive
- City/County Managers meeting
- Budget Advisory Board meeting
- Chamber Board of Directors meeting
- Public art discussion with senior staff, Julia Truilo, MainStreet Executive Director and Judy Stein, MainStreet board member
- Held Walk with the Manager
- Claims Committee meeting
- Bethune-Cookman University radio station 1380 AM debut

2. Community Development: **Page 1**

- Chief Building Official Joe Levrault has tendered his resignation effective March 24, 2015. He has accepted the Volusia County Building Official position.

3. Economic Development: **Page 2**

Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County

- Staff met with economic development practitioners from 8 communities from Oak Hill to Ormond Beach along the US1 corridor to discuss an initiative to improve the business activity along US 1 from Oak Hill to Ormond Beach. The “Rediscover US 1: America’s Business Highway” effort will involve local business participation in a scavenger hunt and is expected to be launched on April 11 until April 21.

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 3**

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 11**
 - Neighborhood Improvement. **Page 13**

11. Public Works **Page 13**
 - Engineering: **Page 13**
 - Nova Community Park Skate Park Expansion – Grading of the stormwater system is complete, the skatepark contractor is finishing pours of the final skate elements this week, painting of the building and flooring installation on the building is occurring this week.
 - Nova Community Park Paving Improvements - New sidewalks were constructed for the parking area behind the gymnastics center. Grading work and installation of road base continues to be performed in the area near the maintenance facility and roadway in the Phase 1 construction. **Page 14**
 - Downtown Streetscape Planting (Orchard to A1A) – Contracts are fully executed and the project is scheduled to begin on March 16th. **Page 14**
 - A1A North Peninsula Forcemain Extension – Volusia County has begun construction on a project to install a new forcemain along A1A from Ocean Grove Drive to Spanish Waters Drive. The new forcemain will be connected to the City sewer system and the City will perform maintenance of the line once the project has been completed. **Page 14**

 - 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**
 - Florida's Emergency Planning and Community Right-to-Know Act (EPCRA): Staff submitted the inventory of chemicals report to the Florida Division of Emergency Management for the City facilities. The report is also given to local fire departments in assisting in the response requirements should an emergency occur at a facility with chemical. **Page 20**
 - Consumer Confidence Report: Staff began gathering the information for 2014 calendar year CCR. The report is available to potable water customers as required by the U.S. EPA to disclose pertinent water quality results. **Page 20**

12. Support Services/City Clerk **Page 20**