

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: April 10, 2015

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with HR Director and Police Chief
- Prepared and gave presentation for Chamber Leadership Government Day
- Staff meeting with senior staff
- Discussion with senior staff on Little Free Library concept

Spoke to, attended and/or met with:

- As requested, agenda review with Commissioner Boehm
- Rotary meeting
- County's Transportation Roundtable
- Commission Workshop on Utility Master Plan and Commission Meeting
- PACE board meeting with Maryam Ghyabi
- Insurance discussion with Jessica Scott and Alan Florez, Brown and Brown
- Tiger Bay luncheon, guest speaker Matt Walsh of The Observer Media Group
- Provided presentation to Chamber Leadership group for Government Day
- Held Walking with the Manager

2. Community Development: **Page 1**

3. Economic Development: **Page 2**

- 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 which begins on April 11 until April 19**. Staff worked with various media outlets all week to promote the Rediscover US 1 program.

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 4**

Significant Incidents

- 3/30/15, 3:28 PM: N. Tymber Creek Rd. / Durrance Ln. – Car vs. Motorcycle Accident – Two patients transported to hospital as trauma alerts.
- 3/31/15, 6:30 PM: W. Granada Blvd. – Motor Vehicle Accident – Upon arrival found one vehicle facing westbound in eastbound lane with head-on collision into another vehicle – one patient transported to hospital.

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 9**
 - Criminal Investigations. **Page 9**
 - Operations – Summary of specific crimes. **Page 10**
 - Neighborhood Improvement. **Page 14**
11. Public Works **Page**
 - Engineering: **Page**
 - Traffic Signal Maintenance (Mast Arm Painting) – The Contractor has completed the signals at the Granada Blvd/Ridgewood Avenue and Orchard Street/Seminole Drive intersections. Work will proceed on Nova Road beginning with its intersection with Wilmette Avenue/Main Trail, working south.
 - Nova Community Park Paving Improvements - Asphalt paving was completed in the Phase 2 section of the project. The project is now approximately 80% completed.
 - 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 18**
 - A-1-A Force Main – Staff developing main flushing protocol for low flow deposition effects to reduce frequency of poly-pig cleaning.
 - Reuse Service Area Dual Check Valve Installation - Staff hosted an information meeting on Wednesday April 8 at 6:30 p.m. at Grace Lutheran Church for the north peninsula reuse service area residents concerning the Dual Check Valve Installation Project. The meeting was conducted by City staff and the contractor tasked with performing the work. **Page 21**
12. Support Services/City Clerk **Page 21**