

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: January 13, 2017

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meetings with Utilities Manager, HR Director, and Risk Manager

Spoke to, attended and/or met with:

- Individual agenda meetings with commission members
- Rotary meetings
- Art museum discussion with Susan Richmond
- Speaking engagement for Downtown Ormond Beach Rotary Club
- Ormond Beach to Go! at Bear Creek
- Phone call with Lewis Heaster regarding MacDonald House
- Dog Park meeting with senior staff and YMCA representatives
- Sign Code Amendment meeting with senior staff and consultant

2. Community Development: **Page 1**

- MacDonald House: The 1st Draft of the Historic Structures Report (60% Submittal) will be submitted on or before January 31, 2017. The consultant will be forwarding the workshop materials by Friday, January 13, 2017, for the HLPB 23rd workshop.

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

7. Human Resources **Page 4**

8. Information Technology: **Page 5**

9. Leisure Services: **Page 6**

- Athletics Maintenance. **Page 7**
- 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 12**

11. Public Works **Page 12**

- Engineering: **Page 12**
 - CDBG (canoe kayak launches) – Staff is addressing FDEP comments in advance of their issuing a permit for the Kayak Launch that will be located at Cassen Park. **Page 13**
- Environmental Management Division: **Page 14**
 - Street Maintenance/Asphalt/Concrete. **Page 14**
 - Forestry Crew. **Page 14**
 - Stormwater Maintenance. **Page 15**
 - Street Sweeping. **Page 15**
- Fleet Operations: **Page 16**
- Utilities: **Page 16**

12. Support Services/City Clerk **Page 19**