

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: March 17, 2017

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meeting with Utilities Manager
- Agenda packet review
- Prepared for Financial Trends workshop
- Prepared for upcoming speaking engagements at Aberdeen and Chamber Leadership
- Prepared evaluations for senior staff

Spoke to, attended and/or met with:

- Rotary meeting
- Quarterly FHCP meeting with senior staff and FHCP representatives
- Swearing in ceremony for Police Captain Christopher Roos

2. Community Development: **Page 1**

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

- Significant Incidents **Page 5**
 - 3/12/17, 9:30 PM: 505 S. Atlantic Ave. – Motor Vehicle Accident – Dispatched to a head-on collision – upon arrival found two vehicles with extensive damage causing road blockage of northbound lanes – both drivers were extricated – five patients transported with three determined to be trauma alerts – a firefighter assisted EVAC during transport of one trauma code.

7. Human Resources **Page 5**

8. Information Technology: **Page 6**

- Notable Events:
 - Held the IT Strategic Plan kick-off meeting with the consultants from Magellan, City Manager, Assistant City Manager, and IT Manager
 - Tyler/Munis training onsite for employees that heavily use the purchasing modules.
 - Tyler/Munis Tyler Content Management (TCM) system familiarization training. This is the module of the system that manages file attachments which will allow us to nearly eliminate the paper shuffle in the future.

9. Leisure Services: **Page 6**

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

10. Police: **Page 10**

- 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**
 - Laurel Creek Stormwater Pump Station Improvements – Contractor has completed start-up and training. The new Opti weather forecasting controller is installed and will now continuously monitor NOAA weather forecasts to draw down the lakes in advance of a forecasted weather event.
- Environmental Management Division: **Page 15**
 - Street Maintenance/Asphalt/Concrete. **Page 15**
 - Forestry. **Page 15**
 - Stormwater Maintenance. **Page 16**
 - Street Sweeping. **Page 16**
- Fleet Operations: **Page 16**
- Utilities: **Page 16**
 - Earth Day Event – Staff has begun organizing over 100 students from Ormond Beach Elementary to attend the City's Earth Day Celebration. The students will participate in several activities. Students from Pathways Elementary are designing the t-shirts to be used by City staff. **Page 19**

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