

## City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: June 30, 2017

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- General discussion meetings with City Attorney and IT Manager
- Staff meeting
- Interviewed three candidates for Public Works Director
- Continued budget review meetings with departments
- Emergency preparedness discussion with senior staff

Spoke to, attended and/or met with:

- Rotary meeting
- Ormond Crossings utilities meeting with City staff and Zev Cohen representatives
- General discussion meetings with Mayor Partington, Commissioner Boehm and Commissioner Littleton
- Phone discussion with citizen Mr. Stottle regarding development near the Aberdeen subdivision
- TVEDC Board of Directors meeting
- City Managers meeting
- Crime view meeting at the police department
- Beachside Redevelopment Committee meeting
- Claims Committee meeting
- General discussion meeting with Suzanne Hirt, News-Journal reporter recently assigned to Ormond Beach.

2. Community Development: **Page 1**

3. Economic Development: **Page 3**

**Ormond Crossings**

- Staff met with the consultants representing Security First Managers office project planned for Tract 18 in the Ormond Crossings Commerce Park. The company has decided to construct a fourth story to the original concept plan, which enlarges the building by an additional approximate 33,000 square feet. The additional office floor will be part of phase 2 of the development project and will require additional traffic analysis and permitting. Staff conducts a weekly meeting to discuss site planning, architectural design plans, and utility extension planning. SFM's objective is to begin construction in the fall of 2017.

4. Airport: **Page 3**

5. Finance: **Page 4**

6. Fire: **Page 5**

7. Human Resources **Page 5**
8. Information Technology: **Page 6**
9. Leisure Services: **Page 7**
  - Athletics Field Maintenance. **Page 8**
  - Performing Arts Center. **Page 8**
  - Parks Maintenance. **Page 9**
  - Building Maintenance. **Page 9**
10. Police: **Page 10**
  - Community Service/Animal Control. **Page 11**
  - Criminal Investigations. **Page 11**
  - Operations – Summary of specific crimes. **Page 11**
  - Neighborhood Improvement. **Page 13**
11. Public Works **Page 14**
  - Engineering: **Page 14**
    - CDBG 2017 Trail & Sidewalk – Pre-construction meeting was held on June 21. Tentative construction start date is July 10.
    - Ormond Sports Complex Field 9/10 Lighting – Staff is finalizing the LED lighting designs of soccer fields 4-6 (Hurricane Matthew Damage – Insurance and FEMA funded) and multi-use fields 9 & 10. In an attempt to have the fields ready for the fall season staff has requested a turn-key installation proposal from one of our Construction Management firms under continuing contract. However, the design for the replacement lighting will not be complete until the end of the month so final costs from the Construction manager will not be received until later next month. As such, the lights will not be in place for fall soccer season and the Leisure Services Director is looking into temporary lighting for several of the fields.
    - WTP Sludge Residuals Facility Improvements – Met with Consultant to kick-off the design phase of the project. Design is underway. 60% plan submittal was received and is being reviewed. Staff has asked the engineer to look into the screw press design technology for sludge dewatering. Screw presses could save the City up to \$60,000 per year in operating costs in comparison with the continued use of centrifuges. Andritz has arrived on site to perform a pilot test of their screw pump to confirm its ability to dewater the lime sludge. Once the results are in staff can decide if this technology is preferred over the centrifuge technology.
  - Environmental Management Division: **Page 16**
    - Street Maintenance/Asphalt/Concrete. **Page 16**
    - Forestry. **Page 16**
    - Stormwater Maintenance. **Page 17**
    - Street Sweeping. **Page 17**
  - Fleet Operations: **Page 17**
  - Utilities: **Page 18**
    - Wetlands Monitoring Report – Staff is finalizing the Wetlands Monitoring Report for the submission to the SJRWMD. The report is required by the Consumptive Use Permit (CUP) issued by the District. The report summarizes the health of the wetlands adjacent to the City's potable water production wells in the Rima Ridge Wellfield. **Page 21**
12. Support Services/City Clerk **Page 21**