

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: August 4, 2017

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly staff meeting
- Prep work with staff on upcoming FDOT meeting
- General discussion meeting with HR Director, Utilities Manager, and Planning Director
- Utilities discussion with senior staff on septic tanks in Ormond-by-the-Sea

Spoke to, attended and/or met with:

- Rotary meeting
- Agenda review meetings with Mayor Partington, Commissioner Boehm and Commissioner Littleton
- Maryam Ghyabi regarding transportation issues
- Prep work with Julia Truilo, MainStreet, for QLB meeting presentation
- National Night Out
- City Commission meeting
- Held Walk with the Manager, Fire Chief Mandarin was the guest walker
- QLB meeting
- Senior staff, legislative representatives and FDOT regarding transportation issues

2. Community Development: **Page 1**

- The Department sponsored a day long Basic Elevation Certificate Training Course of which 25 people attended from various governmental agencies as well as surveyors. The purpose of the course was to provide an in-depth look at Elevation Certificates (EC) along with relevant resources to answer participant questions. It is a four-lesson series for surveyors and certified floodplain management professionals on how to accurately and thoroughly complete and review the EC which helps insurance agents determine the proper flood insurance premium rate. Properly completed ECs also aid local floodplain administrators in determining how high to elevate buildings located in the Special Flood Hazard Area to reduce flood risk. Course objections were to complete an EC, describe the documents used to support the EC, identify key components of the EC and recognize the resources used in conjunction with the EC. Becky Weedo, Senior Planner, who is also the Department's Certified Floodplain Manager, exhibited a great deal of leadership by volunteering and organizing the session.

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

7. Human Resources **Page 5**
8. Information Technology: **Page 5**
9. Leisure Services: **Page 6**
 - Athletics Field 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 10**
 - Criminal Investigations. **Page 10**
 - Operations – Summary of specific crimes. **Page 10**
 - Neighborhood Improvement. **Page 12**
11. Public Works **Page 13**
 - Engineering: **Page 13**
 - Cassen Park Public Dock – Staff has received the FDEP permit and has received the ACOE permit. Staff submitted a grant application to FIND and FFWC for grant funding for construction costs. Presentations to FIND occurred on June 16th. The FIND Commissioners expressed their support for the project and staff is hopeful that construction funding will be made available. Staff should know sometime in September if grant funding will be provided. The City received a ranking of 62 for the FWC FBIG grant application. Although no official notice has yet to be received, the grant guidelines state that applicants must score above 65 to be eligible for funding. In discussion with FWC personnel, day docks typically do not score high with their grant program. They prefer to fund transient docks that allow overnight docking. Staff is investigating whether ECHO may be a funding source for this project.
 - Environmental Management Division: **Page 15**
 - Street Maintenance/Asphalt/Concrete. **Page 15**
 - Forestry. **Page 15**
 - Stormwater Maintenance. **Page 15**
 - Street Sweeping. **Page 16**
 - Fleet Operations: **Page 16**
 - Utilities: **Page 16**
 - Fire Hydrant Replacement Program – FDOT permit was received for hydrant replacements on A-1-A.
12. Support Services/City Clerk **Page 18**