

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: September 29, 2017

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff Meeting
- General discussion meetings with City Attorney, Economic Development Director, Public Works Director, and HR Director
- Agenda packet review
- State of the City video review with staff and videographer

Spoke to, attended and/or met with:

- United Way Board Meeting
- City Managers meeting
- Field Day with Finance/Meter Reading work orders
- General discussion meeting with the Mayor

2. Community Development: **Page 1**

3. Economic Development: **Page 2**

4. Airport: **Page 2**

5. Finance: **Page 3**

6. Fire: **Page 4**

7. Human Resources **Page 4**

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 9**

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 12**

- Engineering: **Page 12**
 - South Peninsula Reclaimed Expansion – The Contractor is working on South Halifax Drive; finalizing the installation of 16” reclaimed at the north end of the project, and installing 8”/12” south of Magnolia/Valencia. The Contractor is reviewing plan modifications to provide a quote for the replacement of watermain on Valencia Drive. In addition, due to competitive bid prices received for this project, additional grant money is available should we wish to expand the reuse system further south. Staff will be preparing a City Commission memo for award of additional work to the contract for City Commission’s consideration.
- Environmental Management Division: **Page 14**
 - Street Maintenance/Asphalt/Concrete. **Page 14**
 - Forestry. **Page 14**
 - Stormwater Maintenance. **Page 15**
 - Street Sweeping. **Page 15**
- Fleet Operations: **Page 15**
- Utilities: **Page 15**
 - Total Coliform Sampling Plan – Staff is updating the plan at the request of the FDOH to ensure compliance with Revised Total Coliform Rule. The update will provide assurance that the current public water system sampling location list is accurate. Over 60 total coliform samples are collected monthly throughout the service area. **Page 18**

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