

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: October 20, 2017

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meetings with HR Director, Public Works Director, Fire Chief and Police Chief
- Prep work with senior staff for Employee Appreciation Day

Spoke to, attended and/or met with:

- Agenda review discussions with Mayor Partington, Commissioner Selby, Commissioner Boehm, Commissioner Littleton
- Team Volusia Board meeting
- Beachside Redevelopment Committee meeting
- FEMA conference call with Mayor and senior staff regarding hurricane expense reimbursements
- City Commission workshop and City Commission meeting
- Employee Appreciation Day
- Conference call with senior staff and lobbyist regarding water projects for grant submission
- PACE Board meeting
- Senior Games kickoff meeting

2. Community Development: **Page 1**

- The Planning Director attended the Technical Coordinating Committee meeting of the Transportation Planning Organization. The agenda was light with only two action items and several presentations not requiring action. Of interest was the amendment of the 2018-2022 Transportation Improvement Program to add a \$1.5 million Project Development and Environmental (PD&E) study for an interchange at I-95 and Pioneer Trail in the Port Orange and New Smyrna Beach area.

3. Economic Development: **Page 2**

- Ormond Crossings
 - Staff meets weekly with the consultants representing Security First Managers office project planned for Tract 18 in the Ormond Crossings Commerce Park. SFM's objective is to begin construction in November of 2017. This week the parking, landscape plan, redesign of Broadway Avenue, and the schedule for submission of the plat were discussed by SFM consultants and City staff.

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

- Significant Incidents
 - 10/13/17, 9:09 PM: 24 Ocean Shore Blvd. – Commercial Structure Fire – Upon arrival found a large dumpster fire behind TGI Fridays – fire was fully involved against the building – heavy winds caused flames to reach roof – crews had water on fire at 9:15 pm – roof was checked for extension but no damage found – some smoke to interior of business – 1,000 gallons of water used to extinguish fire – dumpster was also filled with 5 gallons of foam – crew cleared scene at 9:44 pm.
 - 10/16/17, 5:05 PM: 1715 John Anderson Dr. – Motor Vehicle Accident – Assisted Volusia County with a single motorcycle crash – two riders on motorcycle struck tree – both patients were transported to hospital.

7. Human Resources **Page 5**

8. Information Technology: **Page 5**

- Notable Events: Online payment potential breach. Staff continues to work with vendor, Superion, and a cyber security firm to perform security assessments. Neither the additional assessment nor the independent analysis found any evidence of a data breach. Out of an abundance of caution, the City made the decision to shut down the online utility payment system on October 4. The system remains offline. While the City has been unable to confirm a breach, we notified potentially impacted customers via email and U.S. mail. Ormond Beach Police Department has been notified and is conducting an investigation. The City is moving forward with implementing a hosted solution for web payments. **Page 6**

9. Leisure Services: **Page 6**

- Athletics Field 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 12**

11. Public Works **Page 13**

- Engineering: **Page 13**
 - North US1 Water Main Improvements – Staff has completed modeling for improvements to improve reliability to the single water main that extends north US1 to the City Limits. Staff has identified a two phase approach. Phase 1 will be to loop the main that feeds Security first in Ormond Crossing; this will provide a redundant loop for US 1 along the length and will also bolster water pressures needed for the fire flow demand to the proposed four-story Security First building. The design engineer for the water extension to Security First will add the additional work to their contract to allow the loop to be installed in time to meet building schedule needs of Security First. The second Phase will be to extend a new 12-inch water main from Airport Road South along US1 to “Double Barrel” the existing single 12-inch Water Main.
 - Ormond Crossings Utility Extensions – The engineer will be submitting to staff a proposal for adding the design of the looped water main described in the North US1 Water Main Improvements above. FEC Railroad permits for extending the watermain/Sewer Force Main under the railroad on Broadway Avenue have been approved.
- 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**
 - Volusia County Health Department Water Treatment Plant Inspection – The FDOH inspector requested to video an upcoming inspection to be performed at the City's WTP for a local television broadcast. The segment will air on Volusia Magazine.

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