

## City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: December 1, 2017

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Agenda packet review
- General discussion meetings with Public Works Director and HR Director
- General discussion on Ormond Crossings with senior staff

Spoke to, attended and/or met with:

- General discussion meeting with Mayor Partington
- General discussion meeting with Jim Cameron of Daytona Chamber and Michelle Barth of Senator Nelson's office
- Senior staff and FDOT staff regarding Nova Road midblock crossing
- Ormond Beach Chamber Board meeting
- General discussion meeting with Councilmember Post
- Claims Committee meeting
- VLOC dinner hosted by Daytona Beach
- Walk with the Manager

2. Community Development: **Page 1**

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. This week the plat was submitted to the SPRC for review. Land clearing to begin in December 2017 with construction to start in March of 2018.

4. Airport: **Page 3**

5. Finance: **Page 3**

6. Fire: **Page 4**

- Significant Incidents
  - 11/25/17, 10:43 AM: Acacia Ct. – Building Fire – Upon arrival found a shed on fire within 50' of home – fire was 100% involved – fire extinguished with no injuries.
  - 11/28/17, 1:03 PM: N. Sunny Brook Cir. – Building Fire – Responded to a single story manufactured home – upon arrival found heavy smoke coming from eaves and windows – fire was located in kitchen and attic utilizing a thermal imaging camera – no occupants found at residence – State Fire Marshal investigating.

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 8**
  
10. Police: **Page 9**
  - Community Service/Animal Control. **Page 9**
  - Criminal Investigations. **Page 9**
  - Operations – Summary of specific crimes. **Page 9**
  - Neighborhood Improvement. **Page 11**
  
11. Public Works **Page 11**
  - Engineering: **Page 11**
    - South Peninsula Reclaimed Expansion – The South Halifax Drive/Riverside Drive loop is anticipated to be on-line for customer use by mid-December. The Contractor is focusing on making the final tie-in of this loop including the connection of the mains at Bosarvey Drive, and the final 16” connections. Staff is preparing a notice to outline the process and invite residents to connect. An additional reclaimed water service has been added at the request of Leisure Services to provide water for the clay courts at the Tennis Center.
  
  - 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**
    - Water Plant Elevated Tank Demolition and Breakaway Trails Elevated Tank Recoating – Received a proposal from OM Engineering to prepare plans and specifications for recoating the Breakaway Trails elevated tank and demolish the Water Plant elevated tank. Providing information to Mead and Hunt to obtain a bid proposal to construct a monopole at the wastewater plant.
  
12. Support Services/City Clerk **Page 18**