

## City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: February 23, 2018

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Staff meeting
- Completed and delivering director evaluations
- General discussion meetings with Planning Director, Public Works Director, Police Chief, and Economic Development Director

Spoke to, attended and/or met with:

- Agenda review meetings with Mayor Partington, Commissioner Boehm and Commissioner Littleton
- Claims Committee meeting
- City Commission workshop
- City Commission meeting
- Conference call with senior staff and vendor regarding city communication strategies
- As requested, general discussion with Councilmember Post
- Ormond Crossings meeting with City Attorney, senior staff and outside counsel for property owner.

2. Community Development: **Page 1**

- Beginning March 2, 2018, the contractor for the Granada Pointe project will close Tomoka Avenue between Bennett Lane and West Granada Boulevard. This closure will allow the improvements to re-align and upgrade the roadway and intersection, including the installation of a traffic signal.

3. Economic Development: **Page 2**

4. Airport: **Page 3**

5. Finance: **Page 4**

6. Fire: **Page 4**

- Significant Incidents **Page 5**
  - 2/16/18, 5:47 PM: W. Granada Blvd. / Breakaway Trl. – Motor Vehicle Accident – Upon arrival found one motorcycle down with one patient on the ground – a firefighter paramedic assisted EVAC during transport of trauma alert patient.
  - 2/17/18, 7:40 PM: Greenwood Ave. – Structure Fire – Responded to a single story home with smoke showing – 15' flames found straight in from front door – crew extinguished flames from entrance with attack line – search performed for two dogs that were found alive and brought to owners – burn patterns of fire started at power strip extending up couch and wall – fire contained to room of origin – smoke damage throughout home.

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 10**
  - Building Maintenance. **Page 10**
10. Police: **Page 10**
  - Community Services/Animal Control. **Page 11**
  - Criminal Investigations. **Page 11**
  - Operations – Summary of specific crimes. **Page 11**
  - Neighborhood Improvement. **Page 12**
11. Public Works **Page 13**
  - Engineering: **Page 13**
    - North US1 Landscaping Ph II – Construction commenced on February 19.
  - Environmental Management Division: **Page 15**
    - Street Maintenance/Asphalt/Concrete. **Page 15**
    - Forestry. **Page 16**
    - Stormwater Maintenance. **Page 16**
  - Fleet Operations: **Page 16**
  - Utilities: **Page 17**
    - Annual Cross Connection Control (CCC) Report – Staff is working with the City's CCC data management contractor to receive assistance in preparing the annual CCC report for submittal to the FDEP. The report highlights the compliance rate of the City's backflow prevention devices on commercial potable water customers. Additionally, staff met with the City's data management contractor to discuss the current contract and future needs. **Page 19**
12. Support Services/City Clerk **Page 20**