

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: May 25, 2018

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting/EOC exercise
- General discussion meetings with various members of senior staff
- Discussion with senior staff and City Attorney's office on The OB Life logo/copyright

Spoke to, attended and/or met with:

- YMCA dog park event
- Rotary meeting
- United Way Board meeting
- City Managers meeting
- Discussion with Rafael Ramirez, Halifax Hospital, on Veteran's Recognition Banner program
- Ormond Chamber Board meeting
- Met with senior staff and Doug Wigley, OBYBSA, regarding Sports Complex
- VLOC Annual Banquet
- Meeting with Rafael Montalvo, UCF Institute of Government and senior staff regarding civic engagement initiative.
- Interviewed by Girls State student regarding City Manager responsibilities and general municipal government information

2. Community Development: **Page 1**

- The project engineer informed City staff that the Fountain Square project is to be placed on hold at this time and will not be scheduling a neighborhood meeting at this time. City staff requested at least 21 days' notice for any future neighborhood meeting.

3. Economic Development: **Page 2**

- Airport Business Park **Page 3**
 - Staff has received letters of intent from 2 property owners in the Airport Business Park to donate land for the City to extend the Signal Avenue roadway into the Southwest Quadrant of the Airport. Staff is preparing the necessary legal documents to formalize the process and present the project to the City Commission for its approval.

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 9**

10. Police: **Page 9**
 - Community Services/Animal Control. **Page 9**
 - Criminal Investigations. **Page 10**
 - Operations – Summary of specific crimes. **Page 10**
 - Neighborhood Improvement. **Page 12**

11. Public Works **Page 13**
 - Engineering: **Page 13**

 - Environmental Management Division: **Page 15**
 - Street Maintenance/Asphalt/Concrete. **Page 15**
 - Forestry. **Page 15**
 - Stormwater Maintenance. **Page 16**

 - Fleet Operations: **Page 16**

 - Utilities: **Page 16**

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