

## City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: January 18, 2019

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meetings with various members of senior staff
- Prep work for OB Life program summary and wrap up
- Reviewed agenda packets for City Commission workshop and City Commission meeting

Spoke to, attended and/or met with:

- Rotary meeting

2. Community Development: **Page 1**

3. Economic Development: **Page 3**

4. Finance: **Page 4**

5. Fire: **Page 5**

- Significant Incidents
  - 1-9-19, 11:00 AM: 125 E. Granada Blvd. – Station 91 crew provided safety for a liquid propane gas burn-off setup and operations. A contractor found an old underground LP tank still under pressure. Due to the age of tank and undetermined amount of gas, burning of the gas was the safest way to mitigate the incident.

6. Human Resources **Page 5**

7. Information Technology: **Page 6**

8. Leisure Services: **Page 7**

- Athletics Field Maintenance. **Page 8**
- Performing Arts Center. **Page 8**
- Parks Maintenance. **Page 10**
- Building Maintenance. **Page 10**

9. Police: **Page 10**

- Community Services/Animal Control. **Page 11**
- Criminal Investigations. **Page 11**
- Operations – Summary of specific crimes. **Page 12**
- Neighborhood Improvement. **Page 13**

10. Public Works **Page 13**

- Airport: **Page 13**

- Engineering: **Page 14**
  - Forest Hills Connector Trail – The contractor has completed the ten foot path north to Midway Street as well as the five foot sidewalk on Midway Street. Conduit has been installed for the lighting system and for future fiber optic connection. Anticipate finishing concrete work this week, and begin installation of light poles.
  - Fishing Pier Repair – Approximately 90% of the new piles have been installed. Decking is being installed and demolition is complete.
- Environmental Management Division: **Page 16**
  - Street Maintenance/Asphalt/Concrete. **Page 16**
  - Forestry. **Page 16**
  - Stormwater Maintenance. **Page 16**
- Fleet Operations: **Page 17**
- Utilities: **Page 17**

11. Support Services/City Clerk **Page 20**