

## City of Ormond Beach Memorandum

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

Spoke to, attended and/or met with:

- Individual agenda review meetings with commission members
- City Commission meeting
- Guest on Marc Bernier radio show
- City PIO and Ormond Beach Observer reporter, discussed various topics Start Typing Here

2. Community Development: **Page 1**

3. Economic Development: **Page 3**

- Airport Business Park **Page 4**
  - Concentrated Aloe has completed construction on their 40,000 sf manufacturing plant on Lot 2 and has moved into the facility.

4. Finance: **Page 4**

5. Fire: **Page 5**

6. Human Resources **Page 6**

7. Information Technology: **Page 6**

8. Leisure Services: **Page 7**

- Athletics Field Maintenance. **Page 8**
- Performing Arts Center. **Page 8**
- Parks Maintenance. **Page 9**
- 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 14**

- Airport: **Page 14**
  - Staff is coordinating with the City's Fire Department to plan and execute training exercises at the airport intended to familiarize emergency response crews with airport operations.

Two exercises are being contemplated. The first will familiarize fire department and emergency medical crews with response procedures for emergencies at the air traffic control tower. The second exercise will simulate an aircraft accident on the airport and involve first responders from the City and the County.

- Engineering: **Page 14**
- 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**