

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: December 13, 2019

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with senior staff
- Staff meeting

Spoke to, attended and/or met with:

- Responded to citizens regarding various questions/concerns
- First Step shelter grand opening
- Senior staff and John Camp, US Small Business Association, regarding Hurricane Dorian disaster assistance
- Held Walking with the Manager
- Team Volusia board meeting

2. Community Development: **Page 1**

3. Economic Development: **Page 3**

4. Airport **Page 4**

5. Finance: **Page 4**

6. Fire: **Page 5**

7. Human Resources **Page 6**

8. Information Technology: **Page 7**

9. Leisure Services: **Page 7**

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

10. Police: **Page 10**

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

11. Public Works **Page 13**

- Engineering: **Page 13**
 - Cassen Park Public Dock and Breakwater – The dredging is nearly complete and the floating docks have been delivered and are being installed. The contractor expects to be complete before the end of the year.
- Environmental Management Division: **Page 15**
 - Street Maintenance/Asphalt/Concrete. **Page 15**
 - Forestry. **Page 15**
 - Stormwater Maintenance. **Page 16**
- Fleet Operations: **Page 16**
- Utilities: **Page 17**

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