

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: April 3, 2020

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Virtual staff meeting
- COVID-19 planning

Spoke to, attended and/or met with:

- Participated in various conference calls throughout the week relating to COVID-19

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 6**
9. Leisure Services: **Page 7**
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 12**
 - Engineering: **Page 12**
 - Breakaway Trails Storage and Pumping Improvements – The contractor has begun pump start-up, system has been switched over to the new system. Staff is monitoring operation and will identify any punch list items.
 - Environmental Management Division: **Page 14**
 - Street Maintenance/Asphalt/Concrete. **Page 14**
 - Forestry. **Page 14**
 - Stormwater Maintenance. **Page 15**
 - Fleet Operations: **Page 15**
 - Utilities: **Page 15**
12. Support Services/City Clerk **Page 18**