

## City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: May 15, 2020

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Virtual staff meeting
- General discussion meetings with senior staff

Spoke to, attended and/or met with:

- COVID-19 conference calls
- Individual agenda review meetings with commission members
- City Commission meeting
- PACE virtual board meeting
- Team Volusia virtual executive committee meeting

2. Community Development: **Page 1**

3. Economic Development: **Page 3**

4. Airport **Page 4**

5. Finance: **Page 4**

6. Fire: **Page 5**

- Significant Incidents **Page 6**
  - 5/7/20, 8:55 a.m.: 767 Espanola Ave. – Structure Fire – Quint 93, Engine 92, and Battalion 90 assisted Volusia County – upon arrival found smoke showing from a mobile home – forced entry and primary search conducted – fire extinguished with no injuries – crews cleared scene at 9:49 a.m.

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 9**
- Operations – Summary of specific crimes. **Page 10**
- Neighborhood Improvement. **Page 12**

11. Public Works **Page 12**

- Engineering: **Page 12**

Honorable Mayor and City Commissioners  
May 15, 2020  
Page 2

- Environmental Management Division: **Page 14**
  - Street Maintenance/Asphalt/Concrete. **Page 14**
  - Forestry. **Page 14**
  - Stormwater Maintenance. **Page 14**
- Fleet Operations: **Page 14**
- Utilities: **Page 15**

12. Support Services/City Clerk **Page 17**