

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: October 14, 2022

This is a weekly staff report that is used as a management tool that I thought you might find helpful. The departments are listed in alphabetical order.

Hurricane Ian recovery efforts

- Crowder Gulf has 8 trucks currently picking up debris; they are in the process of certifying 2 additional trucks which should be added to the efforts beginning this weekend.
- Crowder Gulf has collected 19,000 cubic yards of storm debris; the average collected volume for this week is approximately 2,600 cubic yards a day.
- The debris hauling will continue at the current level of service; seven days a week, from 7:00 a.m. – 7:00 p.m.
- Attached with this report is the map prepared by GIS for the cumulative work performed by Crowder Gulf.

City Manager

Reviewed and prepared with staff as follows:

- General discussion with senior staff
- Provided ongoing updates to commission regarding recovery efforts post Hurricane Ian.
- Preparing for new commission reception and swearing in ceremony.

Spoke to, attended and/or met with:

- City/County Managers calls regarding Hurricane Ian
- State of the City luncheon
- Team Volusia Finance and Audit Committee meeting
- Representative Leek and City Managers virtual meeting with the Governor's office regarding Hurricane Ian.
- Tiger Bay meeting
- FDOT Secretary Purdue, FDOT District 5 Secretary Jon Tyler and SJRWMD Chief of Staff Brad Purcell roundtable meeting on transportation with Volusia County and Cities.
- Walk with the Manager

PIO – Public Information

- Press Releases/Media
 - Debris Removal Updates
 - State of the City Video
 - General media inquiries and interview prep
 - General citizen questions
- Social Media
 - Hurricane Ian Updates (coordinated with County)
 - Yard Waste and Debris Removal
 - After the Storm Safety
- Attended
 - City Commission Meeting

- Engineering/Planning
- State of the City Prep
- State of the City Video Editing
- State of the City Event

- Training
 - 3CMA Advanced Social Analytics

Community Development

Planning

- Planning staff was recently notified that the Community Rating System (CRS) class will be improving from a “6” to a “5”. Flood policy holders will now qualify for a 25% discount versus a 20% discount representing an additional savings to the citizens. It is expected that the new rating will go into effect on October 1, 2023. The CRS program is a voluntary one that has 19 credited activities including mapping, public outreach, stormwater management, drainage system maintenance, and open space preservation. As of April 2022, there were 1,738 communities in the United States and Puerto Rico participating in the CRS. There were only 195 or 11.2% of the total CRS communities that were a Class 5 or better.
- Second Neighborhood meeting. **The Storch Law Firm shall conduct a neighborhood meeting on Thursday, October 20, 2022, at 6:00 p.m. at The Trails Clubhouse, 201 Main Trail, Ormond Beach, FL 32174 regarding the Ormond Central Planned Business Development Amendment/Self-Storage.** The Ormond Central Planned Business Development Amendment/Self-Storage seeks to allow the construction of a 3-story climate controlled self-storage building at 1 South Old Kings Road (intersection of South Old Kings Road/West Granada Boulevard). The Planned Business Development amendment would require Planning Board review and recommendation and City Commission action. Additional information can be obtained by contacting the Storch Law Firm at (386) 238-8383. The project submittal can be found on the City’s website at: <https://www.ormondbeach.org/1025/Ormond-Central-Self-Storage>.
- The Governing Board for the St. Johns River Water Management District (SJRWMD) approved the acquisition of the property at 901 Airport Road on October 11, 2022. The acquisition is funded through a joint participation agreement between SJRWMD, Volusia County and the City of Ormond Beach. It is anticipated that the closing would occur in December.
- Attended and presented at the October 13, 2022 Planning Board meeting.
- Attended Ormond MainStreet Design Committee meeting.

Building Inspections, Permitting & Licensing

- Performed inspections related to Biketoberfest.
- Business tax receipts – information unavailable – permitting system temporarily unavailable due to Hurricane Ian equipment damage.
- Inspections performed – information unavailable – permitting system temporarily unavailable due to Hurricane Ian equipment damage.
- Permits issued within the city– information unavailable – permitting system temporarily unavailable due to Hurricane Ian equipment damage.

Development Services

- Site Plan Review Committee (SPRC) did not meet this week (no applicants).
- SPRC projects under review:
 1. 363 Putnam Avenue, ROW vacation. 1st review. Request to vacate a portion of West Street.
 2. 1167 Ocean Shore Boulevard, Sands Point Condo, sewer connection. 1st review. Sewer connection within Ormond by the Sea.
 3. 1 South Old Kings Road, Ormond Central Self-Storage. 2nd review, Proposed three story building for a 106,140 square foot climate controlled self-storage facility.

4. Archer's Mill, Phase 3 subdivision (Plantation Oaks). 2nd review. 94 single-family lots on 42.38 acres.
 5. RidgeHaven subdivision. 2nd review. 96 duplex units and 202 single-family lots within a Planned Residential Development on 103.45 acres.
 6. 183 South Orchard Street, Stanton Grove. 5th review. Twenty-one-unit rental townhome project consisting of three buildings on 3.92 acres.
 7. Ormond Enclave. 2nd review. Former Courtyards at Ormond Beach – 64 multi-family units.
- Construction status of projects under construction:

Project	% Complete
783 North U.S. Highway 1	55%
Caldera Spas	65%
Interchange Depot	50%
KOMN Condominium Association	95%
Love Whole Food expansion	0%
McNamara Warehouse	70%
Paradise Pointe ALF	75%
Perrot Depot, Phase I	95%
Revella	20%
Shoppes at Granada Point	0%
SONC Gym	75%
SONC Outdoor basketball court	95%
Utilities only	
101 Town & Country Lane	40%
Celadine	10%
Forcemain -Huntington Green	98%
Forcemain extension – Airport Road	98%
Ocean Village Townhomes	90%
Verona Oceanside	95%
Residential	
Cupola at Oceanside	75%
Plantation Oaks, Phase 1A	85%
Plantation Oaks, Unit 2B	25%
Plantation Oaks, Unit 2C	2%
Plantation Oaks, Unit 2D	2%

Economic Development/Airport

Economic Development

- Airport Business Park
 - Continued to disseminate information on assistance available through the Federal and State government with respect to available funding resources, agency contacts, and surveys to assist in recovery efforts from Hurricane Ian.
- Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
 - Staff is participating in regular meetings with Volusia County Division of Economic Development and local municipal economic developers to update and coordinate efforts to support the business community.
 - Staff participated in the monthly Ormond Mainstreet Economic Vitality Committee meeting.
- Prospective Business Attraction/Retention/Expansion
 - Staff continues outreach to existing businesses to provide technical assistance and support for business operations and expansions in the new year.
 - Staff is working on three project leads generated via direct contact with target industry companies looking at specific sites in Ormond Beach.

Airport Operation and Development

- Staff has completed work to coordinate installation of new solar shades at the air traffic control tower.
- Staff participated in the weekly Airport Safety Meeting at the Daytona Beach International Airport.
- Staff participated in the weekly construction meeting for the Taxiways Bravo and Delta Rehabilitation Project this week.
- Staff assisted the Daytona Beach International Airport (DAB) with information regarding obstruction mitigation techniques intended to help restore one of the approaches to DAB.
- The airport's existing Automated Weather Observing System (AWOS) remains out of service and may have been damaged by Ian. Staff is working to assess any damage and make reasonable repairs prior to replacement of the AWOS.

Finance/Budget/Utility Billing Services/Grants/Risk Management

Finance

- On-going Projects
 - Finance is working on the 2021-22 fiscal year audit.
 - Finance has started working on Hurricane Ian tracking.
 - Utility Billing phone systems have been down since Hurricane Ian.
- Completed Projects - Weekly
 - Process 249 Journal Entry Batches.
 - Utility Billing Meter Readers completed 179 work orders.
 - Approved 55 Purchase Requisitions totaling \$3,842,958.71.
 - Issued 68 Purchase Orders totaling \$1,870,494.35.
 - Issued 0 past due notices on utility accounts.
 - Auto-called 731 utility customers regarding receipt of a past due notice.
 - Processed 0 payments through Interactive Voice Response System totaling \$0. Phone Systems have been down since Hurricane Ian
 - Processed 1,564 payments through City online payment portal totaling \$146,576.25 (26% of City customers utilize this service).

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.

- Working on closing out the Shuttered Venue Operators Grant (SVOG) which provided \$164,503.07 toward the Performing Arts Center payroll expenses during the Covid-19 pandemic.
- Grant reimbursement request for FY 22-23: \$103,079.96
- Other
 - Prepared and sent out the Neighborhood Improvement Advisory Board (NIAB) packet for the October 20, 2022, regular meeting.

Risk Management Projects

- WC deposition
- Processed self-insurer assessment payment
- Investigated several claims

Fire Department

- Weekly Statistics
 - Fires: 2
 - Fire Alarms: 12
 - Hazardous: 7
 - EMS: 88
 - Motor Vehicle Accidents: 7
 - Public Assists: 50
 - TOTAL CALLS: 166
- Aid provided to other agencies: 12 Calls – Daytona Beach (5), Holly Hill (1), Volusia County (6)
- Total staff hours provided to other agencies: 11
- # of overlapping calls: 44
- # of personnel sent with VCEMS to assist with patient care during hospital transport: 5
- Total EMS patients treated: 71
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 132
- Training Hours
 - NFPA 472: Hazmat 3
 - NFPA 1001: Firefighting 33
 - NFPA 1002: Driver 11
 - NFPA 1500: Safety/Equipment 41
 - NFPA 1620: Preplanning 9
 - EMT/Paramedic 8
 - TOTAL TRAINING HOURS: 105
- Station Activities
 - Updated 9 pre-fire plans
 - Conducted 2 fire Inspections
 - Participated in National Night Out at the Nova Rec Center
 - Participated in the Chamber of Commerce Leadership and Safety Event at Fire Station 92
 - Provided public education to the following schools for fire prevention month:
 - Children in Attendance
 - Young Minds Pre-School 45
 - The Children's House 55
- Significant Incidents
 - 10/7/22, 12:55 PM: W. Granada Blvd. / N. Yonge St. – Motor Vehicle Accident – Responded to a two-vehicle collision with rollover – found one vehicle on its roof and one vehicle with heavy front-end damage – three patients transported as trauma alerts – a firefighter assisted with patient care during transport to hospital.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Administrative Assistant (Leisure Services)
 - Building Inspector
 - Environmental Improvement Officer (Arborist)
 - Equipment Operator I (Streets)
 - Evidence Technician (PD)
 - Evidence Custodian (PD)
 - Firefighter/EMT
 - Fleet Technician (Mechanic)
 - IT Manager
 - Lead Equipment Operator (Streets)
 - Neighborhood Improvement Officer
 - Part Time Events Tech (The Casements)
 - Part Time Recreation Leader (Nova Community Center)
 - Part Time Recreation Leader (South Ormond Neighborhood Center)
 - Part Time Recreation Letter (The Casements)
 - Part Time Water Treatment Plant Operator C/B/A
 - Police Lieutenant
 - Police Officer
 - Recreation Leader (Police Athletic League)
 - Staff Accountant
 - Utilities Engineer
 - Utilities Technician I
 - Utility Mapping/Locate Technician
 - Water Treatment Plant Operator C/B/A
 - Background/Reference Checks/Job Offers
 - Engineer
 - Equipment Operator I (Streets)
 - Part Time Maintenance Worker II (Athletic Fields)
 - Police Officer
 - Treatment Plant Operator Trainee (Water Reclamation)
 - Water Distribution Operator 3, 2, 1, or Trainee
 - Separations
 - Lead Equipment Operator (Streets)
 - Employee Events
 - 10/19 Employee Appreciation Day

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects in process
 - Energov
 - Office 365
 - PD Door access and cameras
 - Work Orders
 - New: 44
 - Completed: 34
 - In progress: 40

- Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 37,341
 - Inbound E-Mails Blocked: 7,623
 - Delivered Inbound E-Mails: 23,796
 - Quarantined Messages: 870
 - Percentage Good Email: 63.72%
 - Virus E-Mails Blocked: 0
 - Notable Events: Naviline server was damaged from Ian, the server has been restored and working as of 10/9.
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 3
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 20
 - Information Requests from External Organizations: 3
 - CIP Related Projects (pavement management, project tracking map): 0
 - PEP Tank Location this week: 0 : Total in system = 87
 - Reclaim Connections Located this week: 0 : Total in system = 3,268
 - Meters GPS Located this week: 0 : Total in system = 24,351; 23,476 potable, 864 Irrigation, 11 Effluent

Leisure Services

Administration

- Engineering meeting
- Attended/worked State of the City
- PACE Center for Girls meeting
- Website/City calendar/social media updates

Contract Manager – Grounds and Athletic Maintenance

- Operations meeting with Grounds Maintenance account manager
- Operations meeting with Athletic Maintenance account manager
- Site inspections of Grounds Maintenance service areas
- Site inspections of Athletic Maintenance service areas
- Site visits with account managers
- Conduct over-site of enhancement, trimming, install and application projects
- Follow-up to concerns, issues and questions within scope of work weekly administrative assignments and activities

Contract Manager – Facilities Maintenance

- Weekly meeting with janitorial services operations manager.
- Weekly site visits to evaluate janitorial services.
- Completed re-roof of the mansard siding on the generator room at the Waste Water Plant.
- Hurricane Ian inspections ongoing

Environmental Discovery Center

- Open for guided and self -guided tours, Tues – Sat, 10 am to 4 pm
- Assembling marine biology and botany exhibits
- Working on Bid documents for aquarium rebuild and aquarium maintenance
- Working on grant applications for Community Groves
- Managing Community Garden issues/repairs
- Inventory of existing classroom supplies and materials
- Planning for classes/programs
- Curating new exhibits

- Creating social media content
- Planning/booking field trip tours
- Planning classes/programs
- Updating flyers in kiosks

Athletics

- Shuffleboard Club held practices on Monday, Wednesday and Friday at 1 pm at Sports Complex.
- OBGS 9, 10, 11, 12, & 15's Practices on Tuesday and Thursday, 6 pm, Nova Fields #2 - #5 and Wendelstedt #3.
- OBSC Recreational & Competitive practices Monday through Friday, 5:30 pm and 7 pm, Soccer Fields #2C, #4, #5, #6, & #8.
- Adult Coed Softball games are Monday through Thursday, 6:20 pm and 7:30 pm, on Quad #4.
- Youth Flag Football games this week, Monday through Friday at 5:45 pm, 6:45 pm and 7:45 pm at Quad #2/3, & Kiwanis Field.
- OBYBSA games this week on Monday, Wednesday and Friday at Nova #2-5, as well as Kiwanis Field & Quads #1 & #2.
- OBYBSA Girls Softball starts games on Tuesday and Thursday at 6 pm on Quad 1 & 2, as well as New Softball Championship Field 7.f
- SHS Girls Soccer continued training on Monday and Wednesday nights at 4 pm at soccer fields.
- SHS Baseball training on Monday through Thursday nights at Wendelstedt Fields.
- Pride Football games start at 9 am at Championship Field #7 on Saturday.

Athletics Field Maintenance

- Cleaned park, tennis and basketball courts at South Ormond
- Tended to the infields, tennis and handball courts at Osceola Elementary School
- Cleaned Skateboard Park, handball, tennis, and basketball courts at Nova Park
- Cleaned Magic Forest Park and the common area of Nova Park
- Cleaned all sports parks daily of debris/trash from the events during the week
- Continued dragging infields (18) daily at Sports Complex/Nova Fields
- Continued edging infields (18) weekly at Sports Complex/Nova Fields
- Dragged and edged South Ormond and Osceola (2) Softball Fields
- Prep Nova #1 - #5 for OBGS practices
- Painted all soccer fields
- Painted Championship Football Field #7.
- Painted Youth flag football fields on Quad #4 & Kiwanis Field
- Prep fields for Soccer, Baseball, Flag Football, Pride Football, Girls Softball, Adult Co-ed Softball, and Tee Ball.
- Clean up after USSSA Baseball Tournament this past weekend

Performing Arts Center

- Provide technical and operational support for Mayor's State of the City Luncheon.
- Provide technical and operational support for Citizens for Ormond Beach Candidate Forum.
- Updated information on OBPAC Facebook page and Internet ticketing site.
- Entered work orders for Performing Arts Center and Senior Center facility and equipment repairs.

South Ormond Neighborhood Center

- Jazzercise Monday evening (5:45 pm until 6:45 pm)
- Open park (sunrise until 11 pm)
- Open gym and weight room (center hours)
- Gym construction project ongoing

Community Events

- Weekly administrative tasks, office work, meetings, and activities.
- Assisted with State of the City event, 10/11
- Assisted with Walk with the Manager, 10/14

- Planning for the following events:
- Employee Appreciation Day, 10/19
 - Senior Games Kick-Off Luncheon, 10/21
 - Senior Games, 10/22-10/29
 - Hometown Heroes Ceremony, 11/5
 - Veteran's Day Luncheon, 11/10
 - HOme for the HOlidays Parade, 12/10

Nova Community Center and Special Populations

- Pickleball from 9 am to 3 pm Monday through Saturday.
- Jazzercise from 9 am to 10 am Monday through Saturday and 5:45 pm to 6:45 pm Wednesday and Thursday in the Activity Room.
- Open Play Basketball will be offered Tuesday and Friday from 3 pm to 9 pm
- Ms. Debby Dance and Acting classes Monday, Tuesday, and Friday from 3:30 pm to 7:30 pm
- Coed Volleyball meets from 6 pm to 8 pm on Monday and Wednesdays
- Adult Volleyball meets from 6 pm to 8 pm on Thursdays
- Spec pop programs begin again this week
 - Kid's Club on Monday from 3 pm to 5 pm
 - Challenger Sports on Tuesday from 4 pm to 6 pm
 - Social Squad on Wednesday from 1pm to 4 pm
 - The Explorers' Club on Thursday from 4 pm to 6 pm

The Casements

- The Casements Camera Club exhibit strike was on Saturday 9 am to 11 am.
- Open for Guided Tours Monday- Friday on the hour from 10 am to 3 pm
- Ormond Beach Art Guild exhibit installation, Monday 9 am
- Casements Guild Administrative Board meeting, Monday 10 am to 12
- Holiday Story Stroll Planning Meeting, Monday 2:30 pm
- Girl Scout Meeting, Bailey Riverbridge Gardens, Tuesday 6 pm
- Casements Crafters met on Thursday, Art Room 12 pm to 3:30 pm
- Greek Cooking, Thursday, 4:30 pm to 8:30 pm
- Ormond Beach Art Guild opening reception, Friday 5:30 pm to 7:30 pm
- Herb Society Meeting, Bailey Riverbridge, Saturday 9 am to 12 pm
- House of Healing, Bailey Riverbridge, Sunday 4:30 pm to 6:30 pm
- Ora Yoga classes met on Tuesday and Thursday at The Casements from 9 am to 10 am and Wednesday evening at Bailey Riverbridge from 5:30 pm to 8 pm.
- Pilates classes met on Monday, Wednesday, and Friday at The Casements from 8:30 am to 9:30 am.
- Casements staff prepared for next week's Once Upon a Storytime this week.
- "Did You Know?" posted on our Facebook page twice this week.

Parks Maintenance

- City wide park inspections and cleaning
- Pavilion inspections and posted reservations
- Checked all parks for unemptied trash cans
- Bathroom checks 1x per day
- Skate park concrete inspected, repairs made as needed
- Trails blown off
- Repaired garden box at Central Park I
- Installed tire swing Magic Forest Playground
- Clearing all parks of storm debris

Building Maintenance

- Repaired gate at the Police Department
- Repaired front door combination lock at FS91

- Mag locks reset at Central Park II
- Repaired door at WTP
- Repaired AC at FS91
- Repaired garage door at FS92
- Cleaned floors at the Performing Arts Center
- Repaired front door at FS91
- Replaced ceiling tiles at The Casements
- Sink repair at the Police Department
- Repaired Ames' restroom door
- Replaced ceiling tiles at Ames, Performing Arts Center and Police Department
- Repaired Fleet A/C

Police Department

Administrative Services

- Staff hosted the Weekly Staff Meeting
- Staff attended National Night Out.
- Staff attended Crime View.
- Staff advertised new Lieutenants position.
- Staff is performing quarterly audits/inspections.

Community Outreach

- PAL Educational Programs – The Tutors R Us program began Monday, October 10. Currently 12 students are registered for the program. This program is held Monday to Thursday from 3:00 PM to 6:00 PM
- Golfing for Youth, November 6, 2022 – The Ormond Beach Police Athletic League Annual Golfing for Youth Tournament will be held on Sunday, November 6, 2022 at Halifax Plantation Golf Club. For additional information on the tournament and sponsorship opportunities please call the PAL House at 386 676-3505.

Community Services & Animal Control

- Animal Calls responded to: 52
- Animal Reports: 4
- Return to Field: 5
- Animal Bites: 2
- Animals to Halifax: 2
- Injured Wildlife Calls: 1
- Found Property Reports: 2

Criminal Investigations

- Cases Assigned: 10
- Cases Cleared by Arrest/Complaint Affidavit: 1
- Cases Exceptionally Cleared: 5
- Inactive: 4
- Fraud: 2
- Burglary Business: 0
- Burglary Residential: 0
- Larceny Car break: 2
- Grand Theft: 3
- Auto Theft: 0
- Death Undetermined: 1
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 1
- Robbery: 0

- Assaults: 0
- Police Information: 0
- Well Being Check: 1

Records

- Walk - Ins / Window: 91
- Phone Calls: 124
- Arrest / NTA's: 13
- Reports Generated: 106
- Reports Entered: 102
- Citations Issued: 53
- Citations Entered: 46
- Warnings Entered: 77
- Trespass Warnings: 13
- CORF Entered: 59
- Mail / Faxes / Request: 32

Patrol

- Total Calls: 1,477
- Total Traffic Stops: 119

Operations

- Crime Opportunity Report Forms: 72

10/05/22

- Dating Violence Battery Arrest, 1614 North United States Highway One #149 (Econo Lodge). A male pushed his girlfriend during an argument.
- Shoplifting, 1521 West Granada Boulevard (Wal-Mart). Subject stole merchandise from this location. The theft was witnessed by loss prevention for the store.
- Theft, 188 Ormond Grande Boulevard (Ormond Lakes Subdivision). An unidentified subject stole \$900 worth of lumber from a construction site.
- Carbreak Arrests, 440 North Nova Road (Nova Rec). Four subjects were found to be in possession of stolen property from carbreaks that occurred at this location. They were located at 145 North Yonge Street (Dollar General) when taken into custody. The three subjects had felony open warrants and one was on probation.

10/06/22

- Theft, 1608 North United States Highway One (Extended Stay). An unidentified subject stole a paint machine from the location.
- Theft, 114 South Nova Road (Perrine's). An unidentified subject stole the victim's wallet from her cart while shopping. Later the subjects used the victims credit cards at other local businesses.
- Carbreak Arrest, 671 South Nova Road. A male was placed under arrest for being in a boat belonging to the victim and the boat was damaged. The male was also in possession of a drug paraphernalia used for narcotics.

10/07/22

- Violation of Pretrial Release Conditions Arrest, 1614 North United States Highway One (Econo Lodge). A male was found to be in violation of pretrial release conditions as officers were investigating a disturbance.
- Traffic Crash with Death, West Granada Boulevard/North Yonge Street. Two vehicles were involved in a head on collision within the intersection. One of vehicles was just involved in a crash moments before and fled the scene. There was a total of three vehicle occupants involved. The driver of one of the vehicles was later pronounced deceased at the hospital.

10/08/22

- Domestic Violence Assault / Criminal Mischief Arrest, 1657 North United States Highway One (Loves Truck Stop). A juvenile male became upset with his mother for taking him to live with his father. The juvenile attempted to punch the victim and began damaging the interior of her rental vehicle.
- Domestic Violence Assault Arrest, 190 South Yonge Street. A male charged towards his wife with closed fists during an argument. He was also found to have an open warrant for his arrest.
- Domestic Violence Battery Arrest, 170 West Granada Boulevard (Ormond Beach Police Department). A male came to pick up his juvenile son that was arrested earlier for Domestic Violence Assault/Criminal Mischief. The son was cursing at his father and his father swung his fist striking his son in the shoulder in the presence of officers.

10/09/22

- Aggravated Assault with Deadly Weapon, 1 West Granada Boulevard (Granada Bridge). Road rage incident that started on the Granada Bridge and went west on West Granada Boulevard. One subject was displaying and pointing a firearm at another driver multiple times while driving down roadway.
- Carbreak, 16 Oak Brook Drive. An unidentified subject stole a firearm out of the victim's unlocked vehicle.
- Carbreak, 750 Santa Ana Avenue. An unidentified subject made entry into the victim's unlocked truck door. No items were taken.

10/10/22

- Sex Offense, 707 South Atlantic Avenue (Makai Motel). A female advised that while at this location on vacation, her juvenile nephew sexually assaulted her.
- Theft, 63 Malaga Avenue. An unidentified subject stole the victim's license plate off of her vehicle at this location.

10/11/22

- Stolen Vehicle Arrest, 28 Aaron Circle. A female was found sleeping in a stolen vehicle in front of this address. After being arrested, she was found to be in possession methamphetamine.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 31
 - Number of Citations issued: 29
 - Number of Written Warnings Issued: 8
 - Number of Parking Tickets Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 6
 - Number of Crashes with Injuries: 6
 - Number of Crashes with Serious Bodily Injury: 0
 - Number of Fatal Crashes: 1

Neighborhood Improvement

- Weekly inspection statistics by Commissioner Zones
 - Zone 1: 0 Cases initiated
 - Zone 2: 0 Case initiated
 - Zone 3: 0 Cases initiated
 - Zone 4: 1 Cases initiated
- 0 signs have either been removed or sign cases created.
- 13 tree removal permit requests
- Administrative staff assisted with seven (7) walk-in's and sixty-three (63) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - Wilmette Stormwater Pump Station – Contractor is working on punch list items.
 - SONC Gym – construction is ongoing.
 - Facility Hardening – Work at Fleet is ongoing.
 - Sanchez Park Playground Equipment Replacement – A pre-installation meeting has been scheduled for October 26.
 - PD Access Control Replacement – Gate controls are being installed.
 - PD HVAC Upgrades – Shop drawings are under review.
 - CDBG 2022 Sidewalk Improvements – Construction is ongoing.
 - WRF Clarifier Improvements – Materials have a 5-6 month lead time.
 - 2022 Road Resurfacing – Bid awarded at the October 5 City Commission meeting, contracts are being executed.
 - Bidding:
 - Downtown Sidewalk Renovations – Bid award will be scheduled for a future City Commission meeting.
 - WTP Aeration Replacement, Clearwell Rehab & Splitter Box Rehab – Approval to bid will be scheduled for a future City Commission meeting.
 - Performing Arts Center Renovations – Work Authorization for Pre-Construction Phase Services scheduled for approval at the November 1 City Commission meeting.
 - Design Projects:
 - Downtown: Cassen Park Improvements – A Work Authorization for design services is being prepared.
 - Business Park Drive Phase II – Design is in process.
 - Doug Thomas Way Extension Design – Design is in process.
 - WRF Upgrades – Design is in process.
 - Leeway Storage Tank & Pump Station Rehabilitation – Design is complete.
 - Downtown – East Granada Utility Undergrounding – Design is ongoing.
 - Bailey Riverbridge Roof Replacement – Project plans and specifications are being prepared.
 - Departmental Activities
 - The ProjectDOX system was down due to Hurricane Ian server damage, therefore no permit activity to report.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Asphalt patch on New Britain, 200 block of Hernandez Ave
- Graded & formed driveway on Coquina Ridge Way
- Removed sidewalk, formed & graded on Cottonwood

Forestry

- Trimmed and cleaned up at City yards and City Hall (incl. Corbin Ave parking lot at school)
- Trimmed at various bus stop benches
- Maintenance and tree inspection citywide
- Hauled debris to Nova/Transfer Station
- Ground stumps citywide

Maintenance

- Rotated Special Event Bridge signs
- Debris cleanup on Granada Bridge and Memorial Gardens

- Graded roads & boat ramps at all City parks, Airport Sports Complex and Old Tomoka Rd.
- Picked up litter at various bus stops in the City, on DOT roads, at Orchard and Wilmette and on the Tomoka River Bridge
- Weed control on streetscape and FDOT areas
- Cleaned benches citywide
- DOT weed control on all state roads
- Trimming in various areas citywide

Sign Shop

- Citywide locations, checked for signs that might need attention
- Fabricated various signs & decals for upcoming jobs
- Washed & cleaned signs in various locations
- Various projects

Stormwater Maintenance

- Assist Waste Water with Aquatech Hydro excavation in Hunters Ridge
- Check system pump function on Hotel St
- Check storm drain on Melrose Ave
- Utility locates citywide
- Check pumps and storm locates citywide
- Mowed ditches & ponds on SR40 westbound
- Cleaned storm debris out of Domicilio Ave
- Basin inspections citywide
- Survey ditches for debris

Fleet

- Mileage traveled by all departments for the week: 24,290
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 1
 - Non-Emergency Vehicles and Equipment: 3
- Road Calls for the week: 2
- Quick Fleet Facts:
 - Fuel on hand: 8,376 gallons unleaded, 8,254 gallons diesel
 - Fuel used in one week: 2,890 gallons of unleaded and 715 gallons of diesel.
 - Fleet completed 59 work orders this week.

Utilities

- Projects Summary
 - Utilities CIP projects are listed under the Engineering section as this division manages those projects and to avoid duplication of information.

Water Plant Status Report

- Delivered 38.44 million gallons for the week ending October 8, 2022 (5.49 MGD).
- Backwashed 6 filters for a total of 369,930 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through October 8, 2022 @ 6.32 MGD, SJRWMD 2022 allocation @ 7.930 MGD.
- Produced & hauled 84 wet tons of dewatered sludge (65 - 70% solids).
- Flushed distribution system 90,000 gallons. Drained Standish tank.

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 68.37 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 9.77 MGD

- Produced 24.94 Million Gallons of Reclaim water.
- Produced 44.43 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (October 1, 2021 – September 30, 2022) (MGD):
 - Influent 4.87 (Permit 8 MGD);
 - Surface Water Discharge 1.04 (Permit 6 MGD);
 - Reuse 3.36 (Permit 10 MGD)
- Hauled 16 loads in September for a total of 373.29 Wet tons through 9-28-2022. Sludge numbers are the most recent reported values.

Water Distribution

- Responded to 9 reports of customer concerns regarding low pressure, or assistance with other plumbing concerns.
- Responded to 27 calls from customers concerning leaking water.
- Replaced 1 residential water meter due to operational concerns.
- Tested 2 city owned backflow preventer and made repairs when needed.
- Replaced 6 residential water services due to pressure concerns or leaks
- Replaced 10 broken water meter boxes.
- Performed valve maintenance on 6 main line valves.
- Repaired 2-inch GSP water main under driveway at 12 Southern Pine Trl.
- Repaired 6-inch AC water main located at 76 River Beach Dr. and at 201 Lynhurst Dr.
- Installed 40 ft of new poly tubing water main at 295 McIntosh Rd. Pipe was broken under a tree and staff was able to save the tree by running a new section of water main.
- Replaced 4-inch water meter at Ormond Heritage with a new meter.
- Repaired landscaping to all excavation sites.
- Assisted with hurricane issues which include downed tree removal, repairing leaks and main breaks, and helping wherever needed. Only had to put 2 streets on boil water after the hurricane.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 165 utility locates for the previous week.

Wastewater Collection

- Crews responded to 63 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 43 in the conventional system service area.
- Flushed Nova Community Center.
- Flushed sanitary lateral at 103 Hickory Hills Cir. and 300 Center St.
- Removed 700 gallons of effluent off of Hunter's Ridge force main.
- Changed pump at 73 Creek Bluff way, 19 Circle Creek Way, 4 Lake Isle Way, 4 Whipper-in Cir, 1 Winding Creek Way, 3 Buckthorn Look, 51 Cambridge Tc, 111 Tomoka Ridge Way, 102 Shadow Creek Way, 6 Leisure Woods Way, 56 Foxcroft Run, 10 Cottonwood Flat
- Performed 2 utility verifications
- Responded to all Pep calls and sewer stoppages
- 49 Coquina Ridge Way, tank rehab
- 26 Tropic Falls, roots on city side, will add to PM list

Reuse

- Responded to 2 reuse trouble calls.
- Adjusted Melrose valve as needed.
- Adjusted Orchard tanks as needed.

Wastewater Plant – Lift Stations

- Bar Screens – complaint of jerking motions at screen rollers, found debris in screen, cleaned.
- 6P – Main breaker failed, replaced with new.
- Collections Dept. – installed 6 new PEP tank control boxes.
- 1P, 5P, Force Main – Assisted with station shut downs to repair force main.
- Tea Cups – flush water not working, found bad valve, parts ordered, will install upon arrival.

- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- LPRO clear well – installed replacement pumps and motors at positions 3 and 4.
- Well 29 – power phase loss, located trouble at Well 31. Well 31 is out of service until pump and motor can be replaced.
- Chlorine containment – replaced broken hose bib on containment wall.
- CO2 – replaced broken door latch at tank.
- Performed operational checks at various locations.

Support Services/City Clerk

In addition to routine departmental activities such as coordinating the City Commission agenda packet process, managing official documents, processing public records requests, managing elections, records management, website administration, drafting proclamations, providing advisory board administration, administrative support and research services, and assisting citizens and directing calls at City Hall, the following occurred this week:

- City Clerk attended the Florida Association of City Clerks Fall Academy.
- Agenda Packet preparation and distribution for the October 18, 2022 City Commission Meeting.