

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: November 18, 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

City staff had their first meeting with reps from FEMA and FDEM to review the City's initial damage assessment from Hurricane Ian. A follow up meeting is scheduled for next week at which time staff will initiate the formal request for 50% advance funding of category A (debris removal) costs.

Debris Removal

- As of November 3, Crowder Gulf has been picking up debris in the gated communities.
- Through November 13, Crowder Gulf has collected 121,127 cubic yards of storm debris. Of this number, 10,695 cubic yards were picked up in the gated communities.
- Attached with this report is the most current map prepared by GIS for the cumulative work performed by Crowder Gulf.

Hurricane Nicole

Approximately 6 weeks after Hurricane Ian, Hurricane Nicole impacted Florida. The coastal areas were affected more so than inland, causing erosion on the already affected coast from the prior storm.

Planning and Building staff performed a windshield survey of private parcels after the storm event. Staff also gathered information from the beach along South Atlantic Avenue and Ocean Shore Boulevard. Staff noted significant beach erosion with key areas of concern being the 300-500 block of South Atlantic Avenue and 400-500 block of Ocean Shore Boulevard. A key Volusia County beach resource webpage for beach related permitting is: https://www.volusia.org/services/growth-and-resource-management/environmental-management/beach_cleanup.stml. Building staff has not determined any buildings in Ormond Beach unsafe as the result of storm event Nicole. The damage assessment survey noted approximately 11 structures with flooding impacts. Additional structures may have been flooded that could contact the Building Department as repairs are made.

I am proud to say that over this past weekend, our Public Works crews stepped up and assisted the City of Flagler Beach and provided stormwater support by operating stormwater pumps to help relieve flooded areas. Last Saturday morning I received a call from the City of Flagler Beach asking for help pumping out a subdivision where rising water was threatening some homes. Flagler Beach needed both a pump and operator. On very short notice our Assistant Public Works Director called in two of the streets crew, Greg Davis and Bobby Dudzin, who picked up the City's pump and related equipment and were on their way up to Flagler Beach within the hour. I appreciate all our Public Works employees for the hard work they do on a daily basis and they truly shine during storm events.

As of November 14, the Volusia County Property Appraiser's Office has assessed \$522,811,108 in damages resulting from Hurricane Nicole. The damage assessment is ongoing, and this is not the final assessment.

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meetings with senior staff

Spoke to, attended and/or met with:

- Remembrance for Officer Robert Grim
- Orientation for Commissioner Briley
- ICMA Credentialing Advisory Board meeting
- City Commission reception
- City Commission organizational meeting
- I attended the Daytona Beach News-Journal Women in Business luncheon where I was recognized as a 2022 Women in Business Honoree and awarded the 2022 Public Sector Woman of the Year.
- Chamber Youth Leadership – Government Day
- Chamber Board meeting

PIO – Public Information

- Press Releases/Media
 - Holiday information
 - General media requests
 - General citizen inquiries
- Social Media
 - Yard waste day added
 - Debris updates
 - Tropical Storm prep and updates
- Attended
 - City Manager's staff meeting
 - Engineering/Planning meeting
 - Ormond Beach Chamber Youth Leadership Government Day
- Training
 - 3CMA Judging Panels

Community Development

Planning

- Attended Ormond MainStreet Design Committee.
- Attended the Stor-It – North Ormond project neighborhood meeting.
- The following items are scheduled for the **December 5, 2022 Planning Board** meeting. Additional information is available at: (<https://www.ormondbeach.org/247/Development-Projects> or <https://www.ormondbeach.org/1000/Public-Hearing-Advertisements-and-Notice>):
 1. Small-Scale Comprehensive Plan Land Use Map Amendment, Ormond Beach Holdings, LLC
 2. Zoning Map Amendment, Ormond Beach Holdings, LLC
 3. Issuance of Development Order, Ormond Beach Holdings, LLC
 4. Zoning Map Amendment, Ormond Beach Holdings, LLC
 5. Preliminary Plat, Ormond Beach Holdings LLC
 6. Preliminary Plat, Archer's Mill, Phase 3A, Plantation Oaks of Ormond Beach LLC
 7. RidgeHaven West, Land Use Map Amendment
 8. RidgeHaven West, Zoning Map Amendment
- The following items are scheduled for the **December 6, 2022 City Commission** meeting. Additional information is available at: <https://www.ormondbeach.org/1000/Public-Hearing-Advertisements-and-Notice>
 1. Land Development Code Amendment, Townhouses dimensional standards and criteria

2. Land Development Code Amendment, Screen enclosure setbacks
 3. Land Development Code Amendment, Expiration of variances
 4. Land Development Code Amendment, Adding second ISBA recording information
 5. 350 Clyde Morris Boulevard, Paradise Point, wall waiver
 6. West Street Partial Right-of-Way vacation – Notice of Intent
- The following items are scheduled for the **December 8, 2022 Planning Board** meeting. Additional information is available at: (<https://www.ormondbeach.org/247/Development-Projects> or <https://www.ormondbeach.org/1000/Public-Hearing-Advertisements-and-Notice>):
 1. Zoning Map Amendment, Tymber Creek Apartments
 2. Issuance of Development Order, Tymber Creek Apartments
 3. Planned Business Development Amendment, Ormond Central (self-storage)
 4. Planned Business Development Amendment, Stor-It, North Ormond (self-storage)
 5. 101 Fiesta Drive, Land Use Map Amendment
 6. 101 Fiesta Drive, Zoning Map Amendment
 - The December 7, 2022 Board of Adjustment and Appeals meeting has been canceled based upon a lack of applications.

Building Inspections, Permitting & Licensing

- 3 Business Tax Receipts issued.
- 191 inspections preformed, 25 by private provider.
- 54 permits issued within the City, with a valuation of \$31,040,165. 3 garage sale permits.
- Notable commercial permits issued:
 1. 1211 West Granada Boulevard, Revella Assisted Living Facility
 2. 1 South Old Kings Road, Ormond Central infrastructure improvements
 3. 15 West Tower Circle, Valiant Diner expansion
 4. 1355 Ocean Shore Boulevard, Traders Inn Beach Club sewer connection from septic
 5. 88 South Atlantic Avenue, Ocean Club (approved)

Development Services

- Site Plan Review Committee (SPRC) conducted two pre-construction meetings:
 1. 1355 Ocean Shore Boulevard, Traders Inn Beach Club sewer connection from septic.
15 West Tower Circle, Valiant Diner expansion.
- Site Plan Review Committee (SPRC) approved the following projects:
 1. 1167 Ocean Shore Boulevard, Sands Point Condo, sewer connection (17 units).
 2. 1415 Ocean Shore Boulevard, Regency Plaza Condominium, sewer connection (133 units).
 3. 520 Flagler Road, North Interchange Industrial Flex Space, (two 11,999 SF buildings on 2.34 acres).
 4. 540 Flagler Road, North Interchange Self-Storage, (110,900 SF building, 28 RV/Boat spaces) on 3.4 acres.
 5. 305 North U.S. Highway 1, VROOM Vehicle Display Area (Site work only).
 6. 450 N Tymber Creek Road Lot Split.
- SPRC projects under review:
 1. Tymber Creek Apartments. 6th review. The project seeks to construct 300 multi-family residential units. The project is seeking to be on the December 8, 2022 Planning Board agenda.
 2. 655 West Granada Boulevard, Culver's Restaurant. 1st review. 4,500 square foot drive thru restaurant and associated site improvements.
 3. Granada Pointe, North Parcel lot split. 1st review. Subdivision of one lot into two.
 4. 1240 West Granada Boulevard, Complete Cardiology Expansion. 2nd review. Enclosing of the former bank drive thru with new building square footage totaling 4,326 square feet and associated site improvements.

5. Ormond Central, revision. 1st review. Update site plan to include site construction fencing.

- Construction status of projects under construction:

Project	% Complete
783 North U.S. Highway 1	55%
Caldera Spas	65%
Interchange Depot	55%
KOMN Condominium Association	95%
Love Whole Food expansion	0%
McNamara Warehouse	75%
Paradise Pointe ALF	80%
Perrot Depot, Phase I	95%
Revella	20%
Shoppes at Granada Point	0%
SONC Gym	85%
Utilities only	
101 Town & Country Lane	40%
Celadine	15%
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

- 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 Chamber’s Youth Leadership Economic Development Day presenting on economic development activity in Ormond Beach.
 - Staff participated in the Volusia County Economic Development Dept. Volusia Business Resources Week, providing an overview on services and programs provided by the Economic Development Department during a live stream webinar on Monday, October 31.

- 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 continues working with the contractor to construct and install new directory signage at the airport.
- Staff is preparing the contracts and work authorizations to commence the acquisition and installation of a new Automated Weather Observing System (AWOS) at the airport. Staff plans to present these items to the City Commission for approval in December.
- Staff participated in the weekly Airport Safety Meeting at the Daytona Beach International Airport.
- Staff is working to acquire repair and restoration services for the airport's Air Traffic Control signal light gun. Light gun signals are used by the tower staff to direct aircraft if radio communications are out on the ground, if the aircraft has no radio, or if communication can't be established.
- Staff received the 100% Construction Documents and the Project Manual for the Air Traffic Control Tower HVAC Upgrade Project. These materials have been submitted to the City's project permitting process for review.
- Installation of new solar shades at the Air Traffic Control Tower is scheduled to commence the first week of December.

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/Nicole tracking.
- Completed Projects - Weekly
 - Process 131 Journal Entry Batches.
 - Utility Billing Meter Readers completed 279 work orders.
 - Approved 21 Purchase Requisitions totaling \$1,130,594.88.
 - Issued 17 Purchase Orders totaling \$159,428.52.
 - Issued 660 past due notices on utility accounts.
 - Auto-called 363 utility customers regarding receipt of a past due notice.
 - Processed 489 payments through Interactive Voice Response System totaling \$35,092.10.
 - Processed 1,435 payments through City online payment portal totaling \$164,797.47 (26% of City customers utilize this service).

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Grant reimbursement request for FY 22-23: \$1,966,096.39

Risk Management Projects

- Attended Claims Committee meeting
- Working on subrogation claims

Fire Department

- Weekly Statistics
 - Fires: 3
 - Fire Alarms: 11
 - Hazardous: 17
 - EMS: 74

- Motor Vehicle Accidents: 8
- Public Assists: 52
- TOTAL CALLS: 165

- Aid provided to other agencies: 15 Calls – Daytona Beach (3), Flagler County (1), Holly Hill (1), Volusia County (10)
- Total staff hours provided to other agencies: 11
- # of overlapping calls: 50
- # of personnel sent with EVAC to assist with patient care during hospital transport: 3
- Total EMS patients treated: 51
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 71

- Training Hours
 - NFPA 1001: Firefighting 25
 - NFPA 1002: Driver 11
 - NFPA 1500: Safety/Equipment 45
 - EMT/Paramedic 2
 - TOTAL TRAINING HOURS: 83

- Station Activities
 - The Fire Department took the lead role in set-up, staffing, and coordinating operations of the Ormond Beach Emergency Operation Center (EOC) during the Hurricane Nicole event. Partial EOC setup/activation began on Tuesday 11/08. Full activation was implemented on 11/09 and lasted through the evening of 11/10. During this time, fire personnel staffed critical EOC functions, developed Incident Action Plans, assisted Central Dispatch in triaging emergency calls, and coordinated with surrounding municipalities and the County EOC. After storm conditions subsided, personnel coordinated fire, police and public works responses to various hazards and calls for service. No significant storm-related injuries were noted during the event.
 - Participated in Pathways Elementary Fall Festival visiting over 200 children
 - Updated 4 pre-fire plans
 - Conducted 2 fire Inspections

- Significant Incidents
 - 11/13/22, 6:01 PM: 4 Green Forest Dr. – Structure Fire – Upon arrival found two vehicles, carport and shed fully involved with fire spread into attic of single family mobile home – fire also threatened another nearby structure – extinguishment completed using approximately 20,000 gallons of water – crews cleared scene at 10:51 PM.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Administrative Assistant (Leisure Services)
 - Building Inspector
 - Environmental Improvement Officer (Arborist)
 - Equipment Operator I (Streets)
 - Evidence/Crime Scene Technician (Police)
 - Firefighter/EMT
 - Fleet Tech I, II, or III (Public Works)
 - Lead Equipment Operator (Streets)
 - Meter Reader (Finance)
 - Part Time Events Tech (The Casements)
 - Part Time Recreation Leader (Nova)
 - Part Time Treatment Plant Operator C/B/A (Water Production)
 - Police Officer
 - Records Specialist (Police)
 - Recreation Leader (Police Athletic League)

- SCADA Tech (Public Works)
- Staff Accountant (Finance)
- Treatment Plant Operator C/B/A (Water Production)
- Utilities Engineer (Public Works)
- Utilities Tech (Wastewater Collection/Reuse Distribution)
- Utility Mapping/Locate Tech (Public Works)

- Background/Reference Checks/Job Offers
 - Police Officer

- Separations
 - Part Time Recreation Leader (The Casements)

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects in process
 - Energov
 - Office 365
 - PD Door access and cameras

 - Work Orders
 - New: 31
 - Completed: 28
 - In progress: 35

 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 35,114
 - Inbound E-Mails Blocked: 8,850
 - Delivered Inbound E-Mails: 22,442
 - Quarantined Messages: 896
 - Percentage Good Email: 63.91%
 - Virus E-Mails Blocked: 0
 - Notable Events: IT staffed worked at the EOC during Hurricane Nicole

- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 0
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 23
 - Information Requests from External Organizations: 6
 - 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 = 3,273
 - Meters GPS Located this week: 0 : Total in system = 24,366; 23,491 potable, 864 Irrigation, 11 Effluent
 - Notable Events: Provide daily updates to debris cleanup map using latitude/longitude coordinates provided by Thompson Consulting. The latest report included 2,382 locations.

Leisure Services

Administration

- Engineering meeting
- Staff meeting
- City Manager staff meeting
- New Commissioner tour of Leisure Services facilities
- 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.
- Hurricane Nicole – post storm inspections of city facilities.

Environmental Discovery Center

- Open for guided and self -guided tours, Tuesday through Saturday, 10 am to 4 pm
- Fall Birds Walks with Joan Tague, Tuesday, 10 am
- Community Gardens Board Meeting, Wed 3 pm
- TPAR Training, 11/16
- Assigning plots to new Community Gardeners
- Prepping for Thanksgiving Crafts
- Creating and posting social media content
- Tending indoor plant exhibits and tower garden
- Updating flyers in kiosks
- Tracking attendance/volunteer hours
- Working with gardeners on the Community Gardens
- Planning for classes/programs
- Planning/booking field trip tours

Athletics

- Shuffleboard Club continues to hold 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.
- Adult Coed Softball games are Monday through Thursday, 6:20 pm and 7:30 pm, on Quad #4.
- Youth Flag Football playoff games this week, Monday through Friday at 5:45 pm, 6:45 pm and 7:45 pm at Quad #2/3, & Kiwanis Field.
- OBYBSA continued games this week on Monday, Wednesday, and Friday at Nova 2 - 5, as well as Kiwanis Field & Quads #1 & #2.
- OBYBSA Girls Softball continued games on Tuesday and Thursday at 6 pm on Quad 1 & 2, as well as New Softball Championship Field 7.
- SHS Boys & Girls Soccer continued training this week at 4 pm at soccer Fields.
- USSSA Baseball Tournament will be held on Saturday and Sunday at Nova Fields, Softball Quad, Wendelstedt Fields, and the Kiwanis Field. Games run from 8:30 am to 6:30 pm each day.

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
- 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
- Painted all soccer fields

- Painted Championship Football Field #7.
- Painted Youth flag football fields on Quad #4 & Kiwanis Field
- Prepped fields for Soccer, Baseball, Flag Football, Pride Football, Girls Softball, Adult Co-ed Softball, and Tee Ball.

Performing Arts Center

- Attended Ormond Beach Arts District meeting.
- Attended Tyler Parks and Rec online training.
- Updated information on OBPAC Facebook page and Internet ticketing site.
- Responded to customer inquiries and booked Senior Center rentals.
- Entered work orders for Performing Arts Center and Senior Center facility and equipment repairs.

South Ormond Neighborhood Center

- Jazzercise Monday evening (5:30 pm until 6:30 pm)
- Monday through Thursday PAL tutoring (3:30 pm until 6 pm)
- YMCA soccer is on Monday, Tuesday, Thursday and Friday evening (5:30 pm until 8 pm)
- Open gym and weight room daily (center hours)
- Open splash pad daily (10 am until dusk)
- Open playground and tennis courts daily (sunrise until 11pm)
- Gym construction project ongoing

Community Events

- Weekly administrative tasks, office work, meetings, and activities.
- New Commission reception, 11/15
- Set up & tear down of chairs and tables for 11/16 Chamber event.
- Planning for the following events:
 - H0me for the H0lidays Parade, 12/10
 - Holidays at The Casements Concert, 12/15
 - Breakfast with Santa, 12/17

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 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
- Adult Volleyball continues and will meet from 6 pm to 8 pm on Thursdays
- Spec pop programs were held 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 was open for guided and self- guided tours on Saturday 9:30 am and 10:30 am. During the week self-guided tours were offered during facility hours and Guild guided tours beginning at 10 am until 3 pm.
- The Annual Seaside Herb Society plant sale was held Saturday 8 am to 3 pm at Bailey Riverbridge.
- House of Healing held their Sunday evening service at Bailey Riverbridge with 35 people in attendance.
- There was a Guild Executive Board meeting on Monday from 9:30 am to 10 am, followed by an Administrative Board meeting from 10 am to 12:30 pm in the Preservation room.
- Once Upon a Storytime was held in the North Lawn on Tuesday 10 am to 11 am.
- There was an HOA meeting held at Bailey Riverbridge Tuesday 7 pm to 9 pm.
- There was a Guild meeting held in the Gallery on Wednesday 10 am to 12 pm.
- On Wednesday, Mainland High School's ROTC hung garlands on the exterior of The Casements.

- The Casements Crafters met on Thursday in the craft room from 12 pm to 3:30 pm.
- My Big Fat Greek Cooking Class was on Thursday 4 pm-7:30 pm.
- Friday Staff prepared for Ormond MainStreet's Riverfest, which will be held on November 19 & 20.
- Ora Yoga classes met this week on Tuesday and Thursday mornings 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 morning 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?" was posted on our Facebook page twice this week.

Parks Maintenance

- City wide park inspections and cleaning
- Pavilion inspections and posted reservations
- Check all parks for unemptied trash cans
- Bathroom checks 1x per day
- Skate park concrete inspected
- Trails blown off
- Repaired Skate Park concrete
- Barricaded Andy Romano beachfront park
- Hurricane Nicole, post storm park inspections

Building Maintenance

- Hurricane preparations
- Christmas decorations
- Repaired PAL alarm
- Unclogged toilet at Fleet
- Addressed issue with the a/c in the training room at PW
- Unclogged toilet at the Senior Center
- Moved boxes to Fleet
- Repaired a lock at Utilities
- Hurricane Nicole post storm citywide damage inspections
- Flag hung at the Police Department

Police Department

Administrative Services

- Staff hosted the weekly staff meeting.
- Staff assisted with giving the new City Commissioners a tour of the Police Department.
- Staff worked during Hurricane Nicole, attended numerous City staff meetings and a Police Chief meeting. Briefed both Day shift and Night shift with Captains and Lieutenants.
- Staff participated in the annual remembrance memorial for Officer Bob Grim at the Police Department.
- Staff reviewed and approved the Gas Light Parade Operations Plan.

Community Outreach

- OBPAL Basketball - Open gym practice was held on Tuesday last week. Eight (8) players attended. Due to Hurricane Nicole practice for the rest of the week was cancelled. Practice resumed this Tuesday at the South Ormond Neighborhood Center from 6:00 to 8:00 pm.
- PAL Educational Programs
 - Last week ten (10) youths attended the Tutors R Us program at the South Ormond Neighborhood Center. Due to Hurricane Nicole afterschool tutoring was cancelled on Wednesday and Thursday. Make up days will be held in December. Currently 20 students are registered for tutoring sessions. TRU is held Monday to Thursday from 3:00 PM to 6:00 PM.

- Do the Right Thing
 - The first Do the Right Thing for the 2022-23 school year was held on Thursday, November 17 at the Police Department. Fourteen (14) youths from Ormond Beach Middle School were honored for their positive choices. Do the Right Thing is a partnership program with Ormond Beach Middle School.
- Annual Holiday Program
 - The OBPAL Annual Holiday Program will be held at the South Ormond Neighborhood Center on Wednesday, December 14, 2022 from 5:30 pm to 7:30 pm. Each year over 100 children received one new wrapped toy during the program.

Community Services & Animal Control

- Animal Calls responded to: 35
- Animal Reports: 4
- Return to Field: 3
- Animal Bites: 1
- Animals to Halifax: 15
- Injured Wildlife Calls: 2
- Found Property Reports: 2

Criminal Investigations

- Cases Assigned: 12
- Cases Cleared by Arrest/Complaint Affidavit: 1
- Cases Exceptionally Cleared: 6
- Inactive: 8
- Fraud: 5
- Burglary Business: 0
- Burglary Residential: 2
- Larceny Car break: 1
- Grand Theft: 1
- Auto Theft: 0
- Death Undetermined: 0
- Missing Persons: 1
- Recovered Missing Persons: 0
- Sex Offense/Rape: 0
- Robbery: 0
- Assaults: 0
- Police Information: 0
- Suspicious Incident: 1
- Threats: 1

Records

- Walk - Ins / Window: 101
- Phone Calls: 162
- Arrest / NTA's: 15
- Reports Generated: 95
- Reports Entered: 92
- Citations Issued: 31
- Citations Entered: 31
- Warnings Entered: 53
- Trespass Warnings: 13
- CORF Entered: 39
- Mail / Faxes / Request: 42

Patrol

- Total Calls: 1,396

- Total Traffic Stops: 98

Operations

- Crime Opportunity Report Forms: 19

11/09/22

- Narcotics Arrest, 1626 North United States Highway 1. A male was found in a disable vehicle at this location. He was found to be in possession of Methamphetamine.
- Driving Under the Influence Arrest, 1 West Granada Boulevard (Granada Bridge). During a checkpoint at this location due to Hurricane Nicole, a driver was found to be under the influence as he stopped at the checkpoint.

11/10/22

- Hurricane Nicole. No notable incidents occurred.

11/11/22

- Attempted Residential Burglary, 149 Bear Creek Path (Bear Creek Mobile Home Park). An unidentified subject attempted to gain entry to the victim's residence through a window, but entry was not gained.
- Carbreak, 155 Interchange Boulevard (Hampton Inn). An unidentified subject stole the catalytic converter from the victim's vehicle in the parking lot of the hotel.
- Driving Under the Influence/Battery on Law Enforcement Officer Arrest, East Granada Boulevard/South Atlantic Avenue. A female was involved in a crash and eventually placed under arrest for Driving Under the Influence. Post arrest, she very intoxicated and was hitting her head on the police cruiser partition. She was given warnings and pepper spray was utilized to stop her behavior. When removed from the vehicle, the female kicked the officer.
- Domestic Violence Battery Arrest, 648 North Ridgewood Avenue. A female hit and slapped her husband who is handicapped and wheelchair bound. She also took her husband's phone away from him, so he couldn't call 911.
- Resisting without Violence Arrest, 901 South Beach Street (Riviera Park). A male failed to obey the officer's lawful commands during an investigation.

11/12/22

- Child Abuse Arrest, 640 North Nova Road #411. A male was found to have injured his 4-year-old son with an injury to his right eye. The male was later located and arrested.
- Driving Under the Influence Arrest, 1300 West Granada Boulevard. A male was found passed out behind the wheel of his truck at this location. He was found to be intoxicated.

11/13/22

- Domestic Violence Battery on Person Over 65 Arrest, 48 Woodlands Boulevard. A female was involved in a fight with her sister at this location.
- Armed Residential Burglary, 4 La Jolla Court. An unidentified subject stole the victim's firearm from her residence.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). A female stole merchandise from this location. The incident was witnessed by the loss prevention officer.

11/14/22

- Carbreak, 60 East Granada Boulevard. The victim advised that his vehicle was towed from this location. When he retrieved his vehicle from the tow yard, he noticed that his tools from inside the truck were missing and the vehicle's battery cable was also cut.

11/15/22

- Domestic Violence Battery Arrest, 49 Pine Valley Circle. Two adult female sisters were involved in a physical altercation. The primary aggressor was established and arrested.

- Shoplifting, 1521 West Granada Boulevard (Wal-Mart). An unidentified subject stole a misdemeanor amount of merchandise from this location. The incident was witnessed by the loss prevention officer.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 9
 - Number of Citations issued: 0
 - Number of Written Warnings Issued: 0
 - Number of Parking Tickets Issued: 9
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 1
 - Number of Crashes with Injuries: 6
 - Number of Crashes with Serious Bodily Injury: 0
 - Number of Fatal Crashes: 0

Neighborhood Improvement

- Weekly inspection statistics by Commissioner Zones
 - Zone 1: 2 Cases initiated
 - Zone 2: 4 Cases initiated
 - Zone 3: 0 Cases initiated
 - Zone 4: 0 Cases initiated
- 15 signs have either been removed or sign cases created.
- 7 tree removal permit requests
- Administrative staff assisted with three (3) walk-in's and forty-five (45) 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 is ongoing.
 - Sanchez Park Playground Equipment Replacement – A pre-installation meeting was held on October 26.
 - PD HVAC Upgrades – Long lead time equipment is on order.
 - CDBG 2022 Sidewalk Improvements – Construction is ongoing.
 - WRF Clarifier Improvements – Materials have a 5-6 month lead time.
 - 2022 Road Resurfacing – Construction is in process.
 - Bidding:
 - Downtown Sidewalk Renovations – Bid award is scheduled for the December 6 City Commission meeting.
 - WTP Aeration Replacement, Clearwell Rehab & Splitter Box Rehab – Approval to bid will be scheduled at the December 6 City Commission meeting.
 - EDC Feature Exhibit Improvements – Work Authorization scheduled for approval at the Dec 6 City Commission meeting.
 - Design Projects:
 - Performing Arts Center Renovations – Final design and value engineering is in process.
 - Downtown: Cassen Park Improvements – A Work Authorization for design services is scheduled for approval at the December 6 CC meeting.
 - 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 in process.
 - Bailey Riverbridge Roof Replacement – Project plans and specifications are complete.
 - 2023 Lift Station Rehab – Consultant is preparing a proposal for design.
 - Septic to Sewer – Oak, Magnolia & Bonita – Design – A Work Authorization for design is scheduled for approval at the December 6 CC meeting.
 - Hurricane Ian – Staff is preparing bid specifications for several facility damage repair projects.
- Departmental Activities
 - Reviewed 30 Engineering Permit applications through the ProjectDOX system, and 3 Franchise Utility Work-in-the-Right-of-Way permits were created and approved.

Environmental Management

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

- Inlets inspected & cleaned citywide
- Pond repair on Arroyo Parkway
- TV truck for Waste Water
- Reachout mowing at FDOT ponds, Nova, Lakebridge

Fleet

- Mileage traveled by all departments for the week: 22,721
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 2
 - Non-Emergency Vehicles and Equipment: 2
- Road Calls for the week: 1
- Quick Fleet Facts:
 - Fuel on hand: 6,050 gallons unleaded, 11,009 gallons diesel
 - Fuel used in one week: 2,805 gallons of unleaded and: 1,220 gallons of diesel.
 - Fleet completed 51 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 Treatment

- Delivered 36.19 million gallons for the week ending November 12, 2022 (5.17 MGD average).
- Backwashed 7 filters for a total of 432,590 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through November 12, 2022 @ 6.27 MGD, SJRWMD 2022 allocation @ 7.930 MGD.
- Produced & hauled 38 wet tons of dewatered sludge (65-70% solids).

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 49.60 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 7.09 MGD
- Produced 21.35 Million Gallons of Reclaim water.
- Produced 28.26 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (November 1, 2021 – October 31, 2022) (MGD):
 - Influent 5.21 (Permit 8 MGD);
 - Surface Water Discharge 1.25 (Permit 6 MGD);
 - Reuse 3.39 (Permit 10 MGD)
- Hauled 20 loads for the entire month of October for a total of 486.43 Wet tons through 10-31-2022. Sludge numbers are the most recent reported values.

Water Distribution

- Responded to 3 reports of customer concerns regarding low pressure, or assistance with other plumbing concerns.
- Responded to 6 calls from customers concerning leaking water.
- Replaced 1 residential water meter due to operational concerns.
- Tested 8 city owned backflow preventer and made repairs where needed.
- Replaced 2 residential water services due to pressure concerns or leaks.
- Replaced 2 broken water meter boxes.
- Performed valve maintenance on 2 main line valves.
- Installed 10 new meters/services for new construction.
- Prepped for Hurricane Nichole. Stocked emergency on call trailer and made sure all gas cans were filled. Made sure all equipment was operational for potential leaks that would be caused by the storm.
- Repaired all landscaping to excavated areas.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 142 utility locates for the previous week.

Wastewater Collection – Reuse

- Crews responded to 12 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 4 in the conventional system service area.
- Flushed Nova Community Center.
- Flushed sanitary lateral at 103 Hickory Hills Cir. and 300 Center St.
- Removed 6,000 gallons of effluent off of Hunters Ridge force main.
- Changed pump at 5 Stagdon Look, 17 Foxfords Chase, 63 Black Hickory Way
- Performed 5 utility verifications
- Prepared for Hurricane Nicole
- Assisted with clearing streets after the storm.
- Responded to 3 reuse trouble calls.
- Located reuse and pep tank at 3 addresses
- Adjusted Melrose valve as needed
- Watered gravel road at debris dump site
- Shut off 61 Coquina Ridge Way

Wastewater Plant – Lift Stations

- Hurricane Nicole – Plant storm prep, fueled all generators and vehicles.
- Fermentation #1 Submersible mixer – not working, found bad mixer. Replaced mixer and also replaced winch cable with stainless-steel cable.
- Influent VFD 1 – VFD has ground fault. Cleaned all equipment ground connections, but fault has returned. Schneider Tech support is being scheduled.
- 3M – no starts for either pump, found both pumps ragged. Pulled pumps to clear blockages at volutes.
- Internal Recycle pump 1 – start up newly installed VFD.
- Mainsail Storm Water – met vendor on site to review blow-by at base elbow, made repair with new guide rail bracket.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- Orchard Reuse High Service – pump alignment complete and returned to service.
- Hurricane Nicole – Plant storm prep, fueled all generators and vehicles. Post storm inspected all equipment, riverfront booster stations and submerged pumping for flooding.
- 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 City Manager staff meeting.
- Prepared for and assisted in the presentation of the new commissioner orientation session.
- Staff attended and provided support for the November 15, 2022 City Commission Organizational Meeting.
- Agenda Packet preparation for the December 6, 2022 City Commission Meeting.