

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: February 24, 2023

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.

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meetings with staff
- Executive Assistant interviews
- A1A sidewalk project meetings

Spoke to, attended and/or met with:

- Individual agenda review meetings with commission members
- Hunter's Ridge
- City Commission meeting
- Community update meeting on the Economic Development Strategic Plan
- Volusia Managers meeting
- Team Volusia Task Force meeting
- Ormond Beach Chamber Board of Directors meeting
- Claims Committee meeting
- Walk with the Manager

PIO – Public Information

- Press Releases/Media
 - Anti-Semitic Propaganda Response from Police Chief
 - General media requests and talking points
 - General citizen inquiries
- Social Media
 - Anti-Semitic Propaganda Response from Police Chief
 - Severe Weather Awareness
 - Reel in the Fun Fishing Tournament
 - Penland Property Video (with Volusia)
- Attended
 - City Manager's Staff Meeting
 - City Commission Meeting
 - Engineering/Planning Meeting
 - Media Briefing
 - Volusia PIN
- Developing
 - Strategic Plan Documents
 - Legislative One-Pagers

Community Development Planning

- Cobb Cole shall conduct a neighborhood meeting on **Tuesday, March 14, 2023, at 6:00 p.m.** in the auditorium of the Ormond Beach Regional Library, 30 South Beach Street, regarding the development of a maximum of 24 residential units at 121 East Granada Boulevard. The neighborhood meeting is required based on the Ormond Beach Land Development Code. The site plan for the project (121 East) is available at: <https://www.ormondbeach.org/1027/121-East>. Individuals may provide written comments or questions regarding this request by email to Debi.LaCroix@CobbCole.com or by letter to Debi LaCroix, CLA, Cobb Cole, 149 S. Ridgewood Avenue, Suite 700, Daytona Beach, FL 32114.
- Attended the Volusia County hurricane mitigation town hall meeting.
- Attended the Ormond MainStreet Board meeting.
- Attended and presented at the City Commission meeting.
- The following items are scheduled for the March 9, 2023, Planning Board:
 1. 475 North Tymber Creek Road, The Enclave, Zoning Map Amendment: Zoning Map Amendment for a 26+ acre parcel from expired PRD, Planned Residential Development to SR, Suburban Residential.
 2. Ormond Gateway Preliminary Plat: Preliminary plat for an 18.17 acre property located at 1670 North U.S. Highway 1 (Volusia County parcel number: 3126-00-00-0170), 1662 North U.S. Highway 1 (Volusia County parcel number: 3136-01-65-0010), and no address (Volusia County parcel number: 3136-01-66-0070) for an eight (8) lot commercial subdivision with associated site improvements.
 3. Land Development Code amendment: Section 1-27, Impact fees: Amendment to Section 1-27, Impact fees, to update impact fee credits, including the deletion of the existing 10% annual reduction of impact fee credits.
 4. Discussion item: Impact Fee Study Update

Building Inspections, Permitting & Licensing

- 1 Business Tax Receipts issued.
- 364 inspections performed, 16 by private provider.
- 122 permits issued within the City, with a valuation of \$1,514,080.
- 5 garage sale permits.

Development Services

- Site Plan Review Committee (SPRC) met with:
 1. Granada Plaza Parking Overlay, Pre-application. Discussion of potential parking revisions at the shopping center.
 2. Tomoka Christian Church Solar Project, Pre-application. Discussion of covered structure over the recreation area with solar panels on top of the structure's roof.
 3. 184 Tomoka Avenue Change of Use, Pre-application. Discussion of potential uses at 184 Tomoka Avenue.
- SPRC projects under review:
 1. 655 West Granada Boulevard, Culver's Restaurant. 3rd review. Construction of a 4,460 square foot drive-thru restaurant on a vacant 3.04 acre parcel. Part of Granada Pointe PBD.
 2. Archers Mill 3A subdivision (Plantation Oaks PRD). 4th review. 94 single-family lots on 42.38 acres. Site plan was approved.
 3. 1035 South Nova Road, Winkler Cabinetry Warehouse. 1st review. Site improvements (parking and landscaping) associated with a change of use.

4. 9 East Tower Circle, Beach House Graphics. 1st review. Expansion on an existing site of 11,500 square feet and associated site improvements.

- Construction status of projects under construction:

Project	% Complete
783 North U.S. Highway 1	55%
Interchange Depot	90%
Love Whole Foods	20%
McNamara Warehouse	85%
MetroNet	15%
North Interchange	0%
Ocean Club	20%
Ormond Central	15%
Revella	45%
Riverbend expansion	35%
Shoppes at Granada Point	0%
Valiant Diner	20%
Vroom	0%
Utilities only	
101 Town & Country Lane	40%
Celadine	60%
Forcemain -Huntington Green	95%
Forcemain extension – Airport Road	95%
Iris Forcemain	10%
Ocean Village Townhomes	95%
Verona Oceanside	95%
Residential	
Cupola at Oceanside	90%
Plantation Oaks, Phase 1A	90%
Plantation Oaks, Unit 2B	75%
Plantation Oaks, Unit 2C	20%
Plantation Oaks, Unit 2D	20%

Economic Development/Airport

Economic Development

- Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
 - Staff hosted an Economic Development Strategic Update Planning Session with the business community. Strategic Planning Group presented an update on the plan and insight was gathered to refine the goals and objectives for the updated strategic plan.
- Prospective Business Attraction/Retention/Expansion

- Staff continues its business visits to existing businesses to provide technical assistance and support for business operations and expansions in the new year.
- Staff is working on six active projects generated via direct contact with target industry companies looking at specific sites in Ormond Beach.

Airport Operation and Development

- The annual airport licensing inspection was conducted last week by the Florida Department of Transportation (FDOT).
- Work on the project to construct and install new directory signage at the airport remains underway. The City has a grant agreement with the Florida Department of Transportation (FDOT) to provide funding for this project.
- Staff participated in the Ormond Beach Economic Development Strategic Plan Update Session this week.
- Staff coordinated the installation and configuration of equipment at the airport this week in support of an FDOT Airport Operations Counting Project that is being conducted by Embry-Riddle Aeronautical University.

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

Finance

- On-going Projects
 - James Moore presented the annual audit on February 21, 2023, for fiscal year ending 9/30/2022.
 - Finance has started working on Hurricane Ian/Nicole tracking.
 - Finance and associated staff meet weekly with FEMA to discuss hurricane Ian/Nicole reimbursement.
- Completed Projects - Weekly
 - Process 135 Journal Entry Batches.
 - Utility Billing Meter Readers completed 342 work orders.
 - Approved 10 Purchase Requisitions totaling \$117,637.32.
 - Issued 9 Purchase Orders totaling \$81,697.16.
 - Issued 306 past due notices on utility accounts.
 - Auto-called 293 utility customers regarding receipt of a past due notice.
 - Processed 639 payments through Interactive Voice Response System totaling \$54,278.83.
 - Processed 1,208 payments through City online payment portal totaling \$116,546.75.

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Grant reimbursement request for FY 22-23: \$2,055,511.21
- Other
 - Attended Bureau of Justice Assistance webinar regarding the upcoming solicitation for Body-Worn Camera Policy and Implementation Program to Law Enforcement Agencies.
 - Attended Staffing for Adequate Fire and Emergency Response Grant Program webinar.
 - Attended Volusia County Hurricane Mitigation Town Hall for local officials and residents.

Risk Management Projects

- Assist hurricane damage insurance adjuster
- Attend Claims Committee meeting
- Attend WC costs webinar

Fire Department

- Weekly Statistics
 - Fires: 1
 - Fire Alarms: 9
 - Hazardous: 2
 - EMS: 80
 - Motor Vehicle Accidents: 5
 - Public Assists: 51
 - TOTAL CALLS: 148

- Aid provided to other agencies: 8 Calls – Daytona Beach (1), Volusia County (7)
- # of personnel sent with VCEMS to assist with patient care during hospital transport: 6
- Total EMS patients treated: 63
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 392

- Training Hours
 - NFPA 1001: Firefighting 54
 - NFPA 1002: Driver 9
 - NFPA 1500: Safety/Equipment 58
 - EMT/Paramedic 8
 - TOTAL TRAINING HOURS: 129

- Significant Incidents
 - 2/15/23, 5:27 PM: Hunter's Ridge Subdivision – Motor Vehicle Accident – Responded to a golf cart accident – one patient transported by Air-One as a trauma alert.
 - 2/18/23, 9:12 PM: Benton St. – Motor Vehicle Accident – Assisted Volusia County with a two-vehicle rollover accident and entrapment – one vehicle found on its roof with heavy damage – one patient extricated and found deceased – another patient transported as a trauma alert.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Administrative Assistant (Leisure Services)
 - Community Service Officer (Animal Control)
 - Engineer
 - Equipment Operator I (Streets)
 - Equipment Operator II (Streets)
 - Evidence/Crime Scene Technician
 - Executive Assistant
 - Firefighter/EMT
 - Fleet Technician I, II, or III (Mechanic)
 - Help Desk Specialist
 - Part Time Recreation Leader (SONC)
 - Plant/Pump Mechanic
 - Police Officer
 - Public Information Officer (Public Safety)
 - Recreation Program Specialist
 - Seasonal Part Time Maintenance Worker II (Parks)
 - Sign Technician
 - Support Services Administrator (Records & Boards)
 - Treatment Plant Operator C/B/A (Wastewater Treatment Plant)
 - Treatment Plant Operator C/B/A (Water Production Plant)
 - Part Time Treatment Plant Operator C/B/A (Water Production Plant)
 - Utilities Engineer

- Utilities Tech I (Wastewater Collection/Reuse)
- Utilities Tech II (Wastewater Collection/Reuse)
- Background/Reference Checks/Job Offers
 - Building Inspector
 - Environmental Improvement Officer (Arborist)
 - Equipment Operator III (Streets)
 - Maintenance Worker II (Parks)
 - Part Time Maintenance Worker II (Athletic Fields)
 - Part Time Recreation Leader (The Casements)
 - Police Officer
 - Recreation Leader (Police Athletic League)
- Separations
 - 2/3: Fleet Technician III
 - 2/7: Part Time Recreation Leader
 - 2/12: Police Officer
 - 2/15: Help Desk Specialist
 - 2/15: Community Service Officer
 - 2/17: Treatment Plant Operator (Wastewater)
 - 2/24: Executive Assistant
 - 2/24: Engineer

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects in process
 - Energov
 - Verkada Cameras and Door Access for Public Works
 - Network Switch Upgrade and Phone System
 - Replace RDP with VPN access and Two Factor Auth
 - Radwin P2P bandwidth upgrade and wireless at Station 94
 - Work Orders
 - New: 33
 - Completed: 38
 - In progress: 35
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 37,799
 - Inbound E-Mails Blocked: 7,681
 - Delivered Inbound E-Mails: 27,653
 - Quarantined Messages: 943
 - Percentage Good Email: 73.16%
 - Virus E-Mails Blocked: 0
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 2
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 14
 - Information Requests from External Organizations: 0
 - 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 = 24,468; 23,577 potable, 880 Irrigation, 11 Effluent

Leisure Services

Administration

- Engineering meeting
- City Manager Staff meeting
- City Commission meeting
- Vadner Park meeting
- Assisting registration
- Website/City calendar updates
- YMCA Dog Park report
- Monthly attendance for facilities
- Posting on Facebook
- Posting to Instagram
- Updating parks page on website (new photos/details)
- Replying to LS info box
- Replying to social media inboxes
- Updating website when needed
- Updating all social media pages as needed
- Cross-posting announcements from City to OB page

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.
- Attended weekly FEMA meeting
- Completed tenting for dry wood termites at the MacDonald House.

Environmental Discovery Center

- Open for guided and self-guided tours, Tuesday through Saturday, 10 am to 4 pm
- Great Backyard Bird Count event, Saturday, 10 am to 2 pm
- Tomoka State Park meeting re: camp rentals
- Re-assigning garden plots
- Managing Community Gardens issues
- Planning for classes/programs
- Planning/booking field trip tours
- Planning for Enviro Camp

Athletics

- Shuffleboard Club continues to hold practices on Monday, Wednesday, and Friday at 1 pm at Sports Complex.

- SHS Girls Soccer continued practices this week, Monday, Wednesday, and Friday at 5 pm at Soccer Field #5. Regional Championship for Girls Team is Tuesday at 7 pm at Sports Complex, Championship Field 7.
- Ormond Beach Golden Spikes continued practices this week on Tuesday and Thursday at 6 pm at Nova Fields.
- Calvary Christian Academy held Baseball Practices on Monday, Tuesday, Wednesday and Friday this week at 3 pm at the Kiwanis Field. Soccer Team practiced on Thursday and Friday at 3:30 pm on Soccer Field #8.
- OBYBSA Recreational Baseball continued their "Spring Training" for the upcoming spring season this week, Monday, Wednesday, and Friday at the Nova Fields, as well as the Quad & Kiwanis Field, nightly at 6 pm.
- SHS Flag Football Games started on Tuesday night at 6 and 7pm at Championship Field #7 at the Sports Complex.
- USSSA Baseball Tournament was held at the Wendelstedt Fields, as well as the Nova Fields on Saturday & Sunday.

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
- Cleaned handball, tennis, and basketball courts at Nova Park
- Cleaned Magic Forest Park and the common area of Nova Park
- Made fuel runs to fill gas cans
- Cleaned all sports parks daily of debris/trash from the events during the week
- Edging fields
- Dragging fields
- De-weeding infields
- 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
- Pick up/take in Carts to Fleet for service/repair
- Pick up/take in Carts to Fleet for service/repair
- Paint Soccer Fields #3/#4/#5/#6
- Paint Championship Football Field #7 for SHS soccer.
- Prep Wendelstedt fields daily for high school practices
- Prep Nova fields for Spikes practices
- Prep Quad daily for HS Softball practices and Pinto Boys "Spring Training"
- Prep facilities for USSSA Tournament this weekend

Performing Arts Center

- Prepared for Economic Development Strategic Planning update meeting. Set-up and provided event logistics and technical support.
- Attend Volusia County Cultural Alliance Annual Awards Dinner.
- Updated information on OBPAC Facebook and Friends of the OBPAC Facebook pages.
- Entered work orders for Performing Arts Center and Senior Center facility and equipment repairs.

South Ormond Neighborhood Center

- Open gym and weight room (center hours)
- Open park and playground area (sunrise until 11 pm daily)
- Splash Pad is closed until March 15th
- Jazzercise (Monday evening 5:45 pm)
- Youth Basketball league games Monday thru Thursday (evening)
- Youth Basket Saturday morning (11 am thru 2 pm)
- PAL tutoring (Tuesday thru Thursday 3 pm until 6 pm)
- Personal Health Assessments Wednesday, 1 pm to 4 pm and Thursday, 8 am to 12 pm.

Community Events

- Weekly administrative tasks, office work, meetings, and activities.
- Clean up of supplies and equipment from Reel in the Fun Fishing Tournament
- Assisting with set up, meals and breakdown of Economic Development Strategic Plan update meeting.
- Ongoing planning for:
 - SONC gym renaming, Saturday, March 4th
 - Art in the Park, May 6th & 7th
 - Memorial Day Remembrance Service, Monday, May 29th

Nova Community Center and Special Populations

- Pickleball from 9am-3pm Monday through Saturday.
- Jazzercise from 9am-10am Monday through Saturday and 5:45-6:45pm Wednesday and Thursday in Activity Room.
- Open Play Basketball will be offered Tuesday and Thursday from 3pm-9pm
- Basketball League begins games on Wednesday. Teams will play games on Monday, Wednesday, and Friday throughout the season.
- Ms. Debby's Dance and Acting classes Monday, Tuesday, and Friday from 3:30pm-7:30pm
- Special population programs start this week:
 - Kid's Club on Monday from 3 pm to 5 pm
 - Challenger Sports on Tuesday from 4pm to 6 pm
 - Social Squad on Wednesday from 1 pm to 4 pm
 - The Explorers' Club on Thursday from 4 pm to 6 pm
- Basketball League will have games on Monday, Wednesday, and Friday at 6 pm and 7 pm

The Casements

- The Casements was open for guided tours on Saturday at 9:30am and 10:30am.
- House of Healing, Bailey Riverbridge, Sunday, 4:30 pm to 6:30 pm (35)
- Self-guided tours were offered 8 am to 5 pm Monday-Friday and 8 am to 12 pm on Saturday.
- Guided Tours were offered on the hour every hour starting at 10 am and ending at 3 pm Monday-Friday and 9:30 am until 10:30 am on Saturday.
- Reset first floor after Friday's memorial service, Monday 8 am to 12 pm
- Staff pre-sets for Storytime on the North Lawn, Monday 8 am to 1 pm
- Coordinator met with Bride/Groom for upcoming wedding, Monday 3 pm (2)
- Once Upon a Storytime program, Tuesday 10 am to 11 am (90)
- Guild Pot Luck Luncheon & Meeting, Wednesday 10 am to 1 pm (45)
- Ora Yoga classes met this week on Tuesday and Thursday mornings from 9 am to 10 am and Wednesday evening at Bailey Riverbridge from 5:30 pm to 8 pm.
- Pilates classes met this week on Monday and Wednesday morning at Bailey Riverbridge and Friday morning here at The Casements from 8:30 am to 9:30 am.
- "Did You Know?" posted on our Facebook page.

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
- Install plant signs at Vadner Park
- Install new tire swing at Magic Forest Playground
- Fill in hole in seawall at Ames
- Install plaque at Memorial Gardens
- Repair parking bollard at EDC

- Repair leaning sign at EDC
- Secure wood pickets on pier at Fortunato Park
- Fill in cracks at Skate Park

Building Maintenance

- Unclog restroom at Nova Community Center
- Investigate odor at Ames House
- Remove old refrigerator from City Hall
- Installed new clock in Commission Chambers
- Repair signs of Sports Complex
- Install new signs at Cassen Park
- Install signs at the Skate Park
- Picked up flowmeter for splash pad
- Pick up material from Ace Hardware
- Repair lights at PW
- Repair lights at WWTP
- Repair fish table at Fortunato Park
- Hauled away items from City Hall
- Repair door handle at Fortunato Park
- Cleanup Shop
- Pickup plumbing and fountain materials

Police Department

Administrative Services

- Staff hosted the Weekly Staff Meeting
- Staff attended the Military Academy acceptance and recognition ceremony hosted by Congressman Mike Waltz at City Hall. Staff delivered a check from Representative Tom Leek to the Police Foundation.
- Staff attended the filming of a commercial (Spectrum channel) at Daytona State College regarding the Police Recruit Academy.
- Staff addressed concerns at 499 South Nova Road in reference to a landlord/tenant dispute.
- Staff worked on handling the antisemitic flyers that were distributed throughout our City over the weekend.
- Staff coordinated with City Public Information Officer on release of Police Unity Tour 2023.
- Staff assisted with the "Do the Right Thing" ceremony, with County Judge Feigenbaum as the guest speaker.
- Staff attended a Facility Security Assessment at Advent Heath.

Community Outreach

- Youth Leadership Council (YLC) - There was not a YLC meeting last week. The next State of Florida Association of Police Athletic League's YLC leadership training will be Saturday, March 25, 2023.
- OBPAL Basketball - Last week basketball practice was held on Monday, Tuesday and Thursday from 6:00 – 8:30 PM at the South Ormond Neighborhood Center. Twenty (20) players attended practice. The first tournament of the season will be the State for Florida Association of Police Athletic/Activities League scheduled for March 10-12 in Jacksonville, Florida.
- PAL Educational Programs - Tutors R Us - TRU began Monday, February 13, at the South Ormond Neighborhood Center. The eight-week program is offered Monday through Thursday from 3:30 to 6:30 PM to youth in grades K-12. Eighteen (18) students attended sessions last week.
- Science on Patrol - SOP at Ormond Beach Middle School began Tuesday, February 14. The ten-week program is offered afterschool Tuesdays and Thursdays to students in grades 6, 7 and 8. Currently, 28 students are registered for this forensic science program.

- R.E.A.D. - Reading, Exploration, Adventure and Discovery - READ is an arts-based reading and writing enhancement program offered in partnership with Ormond Beach Elementary to students in third, fourth and fifth grade. The twelve-week program is offered afterschool on Tuesdays and Thursdays. Currently, there are 20 students participating.
- Donut Dash 5K 2023 - On-line registration Ormond Beach PAL Donut Dash 5K 2023 is available at the following link:
<https://runsignup.com/Race/FL/OrmondBeach/OrmondBeachPoliceAthleticLeagueDonutDash5K>
For additional information on sponsorship or participation please contact PAL staff at 386 676-3505.

Community Services & Animal Control

- Animal Calls responded to: 49
- Animal Reports: 3
- Return to Field: 5
- Animal Bites: 3
- Animals to Halifax: 0
- Injured Wildlife Calls: 1
- Found Property Reports: 3

Criminal Investigations

- Cases Assigned: 20
- Cases Cleared by Arrest/Complaint Affidavit: 1
- Cases Exceptionally Cleared: 11
- Inactive: 16
- Fraud: 7
- Burglary Business: 0
- Burglary Residential: 1
- Larceny Car break: 4
- Grand Theft: 1
- Auto Theft: 1
- Death Undetermined: 1
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 0
- Robbery: 0
- Assaults: 0
- Police Information: 5
- Suspicious Incident: 0

Records

- Walk - Ins / Window: 92
- Phone Calls: 149
- Arrest / NTA's: 20
- Reports Generated: 129
- Reports Entered: 120
- Citations Issued: 40
- Citations Entered: 40
- Warnings Entered: 195
- Trespass Warnings: 14
- CORF Entered: 61
- Mail / Faxes / Request: 53

Patrol

- Total Calls: 1,669
- Total Traffic Stops: 175

Operations

- Crime Opportunity Report Forms: 33

02/15/23

- Aggravated Assault, 1653 North United States Highway One #1329 (Dinos Detail). A female threatened a staff member with a pair of scissors during a walk-through of the room. Charges were filed.
- Residential Burglary, 111 North Capri Drive. An unidentified subject entered the residence through the rear door. It is unknown if anything was taken at this time.
- Shoplifting Arrest, 405 West Granada Boulevard (Office Depot). A male was observed by employees from this location to steal a laptop.

02/16/23

- Stolen Trailer, 1366 North United States Highway One #603. An unidentified subject stole the victim's trailer from this location.
- Theft, 1635 North United States Highway One. An unidentified subject stole two watches, two phones, and toiletries from his room at this location.
- Warrant Arrest, 472 Bryant Street. Subject was contacted and found to have an open warrant.
- Domestic Violence Battery Arrest, East Granada Boulevard/John Anderson Drive. A male slammed his wife's head against the door and console of their vehicle, while driving home from a bar on the beachside.

02/17/23

- Carbreak, 926 North United States Highway One (Ormond RV Storage). An unidentified subject removed and stole the catalytic converter from the victim's motorhome at this location.
- Theft Arrest, 610 South Yonge Street (Simply Self Storage). A female was found to be in possession of a stolen license plate.
- Narcotics Arrest, Hand Avenue/Parque Drive. A male was found to be in possession of marijuana, possession of narcotic paraphernalia and driving while his license was suspended.
- Narcotics Arrest, 1287 West Granada Boulevard. A male was found to be in possession of marijuana and possession of narcotic paraphernalia.

02/18/23

- Aggravated Assault Arrest, 30 South Atlantic Avenue (Lulu's). Officers responded to the address in reference to a male walking into the establishment with an AR-15 and being aggressive toward a group of females.
- Carbreak, 6 Pebble Beach Drive (Tomoka Oaks Subdivision). An unidentified subject made entry into the victim's unlocked vehicle and stole a garage door opener and Nascar race tickets.

02/19/23

- Carbreak, 329 Sanchez Avenue (Sanchez Park). An unidentified subject forced entry into the victim's vehicle and stole a Samsung S22 Ultra phone, Chime Credit Card and \$100.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). A female stole merchandise from this location. The offense was witnessed by loss prevention for the store.
- Narcotics Arrest, Hand Avenue/South Nova Road. A female was stopped for a traffic infraction. She was found to be driving on a suspended driver's license, be in possession of marijuana and narcotic paraphernalia.
- Narcotics Arrest, 350 South Center Street. A male was riding his bicycle without lights. He was also found to be in possession of methamphetamine and narcotic paraphernalia.

02/20/23

- Domestic Violence Battery Arrest, 420 Lakebridge Plaza Drive #904 (Oaks of Lakebridge). An adult male and female couple were involved in a physical altercation over narcotics.
- Domestic Violence Battery Arrest, 1115 Sherbourne Way (Ormond Lakes Subdivision). A mother and her juvenile daughter were involved in an argument when the daughter pushed the mother.
- Theft, 200 East Granada Boulevard #102 (Granada Surf Shop). An unidentified subject stole two surfboards from the store front.
- Carbreak, 926 North United States Highway One (Ormond RV Storage). An unidentified subject removed and stole the catalytic converter from the victim's motorhome at this location.
- Warrant Arrest, 1 South Beach Street (Cassen Park). Subject was contacted and found to have an open warrant.
- Domestic Violence Battery Arrest, 500 Shadow Lakes Boulevard Apartment #21 (The Park at Santa Maria). A male struck his girlfriend in the mouth during an argument.

02/21/23

- Domestic Violence Aggravated Assault, 955 South Nova Road #36 (Ormond Beach Mobile Home Park). A male threatened his mother and stepfather with a knife during an argument.
- Warrant Arrest, 980 Old Mill Run. Subject was contacted and found to have an open warrant.
- Business Burglary, 610 South Yonge Street #21 (Simply Self Storage). An unidentified subject made entry through an adjacent unit. Multiple items taken from the unit.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 34
 - Number of Criminal Citations: 4
 - Number of Citations issued: 33
 - Number of Written Warnings Issued: 118
 - Number of Parking Tickets Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 4
 - Number of Crashes with Injuries: 9
 - 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: 6 Cases initiated
 - Zone 3: 0 Cases initiated
 - Zone 4: 3 Case initiated
- (8) signs have either been removed or sign cases created.
- (6) tree removal permit requests
- Administrative staff assisted with two (2) walk-ins and fifty-four (54) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - PD HVAC Upgrades – Construction is ongoing.
 - WRF Clarifier Improvements – Construction is ongoing.
 - Downtown Sidewalk Renovations-Banding – Construction anticipated to commence after Bike Week.
 - EDC Feature Exhibit Improvements – Fish tanks are being fabricated.
 - Hurricane Ian Tennis Center Fence Replacement – A pre-construction meeting was held on February 15.

- Bidding:
 - WTP Aeration Replacement, Clearwell Rehab & Splitter Box Rehab – Bid was approved for advertisement at the February 21 City Commission meeting.
 - 2023 Storm & Sewer Lining – Bids were opened on February 15 and are under review.
 - SONC Pavilion Replacement – Bid was approved for advertisement at the February 21 City Commission meeting.
 - Neighborhood Traffic Calming – A sole source procurement of speed tables is scheduled for approval at the March 21 City Commission meeting.
 - Performing Arts Center Renovations – A Work Authorization for Construction Management Services is scheduled for approval at the March 7 City Commission meeting.
 - 2023 Shell Parking Restoration – Approval to bid is scheduled for the March 7 City Commission meeting.
 - Outdoor Fitness Stations-Nova Community Park – Approval to advertise an RFQ is scheduled for the March 7 City Commission meeting.
 - CDBG North Ridgewood Sidewalk-East Side – Approval to bid is scheduled for the March 21 City Commission meeting.
- Design Projects:
 - Downtown: Cassen Park Improvements – Design is in process.
 - Business Park Drive Phase II – Consultant is preparing final plans and specifications for bidding.
 - Doug Thomas Way Extension Design – Consultant is preparing final plans and specifications for bidding.
 - WRF Upgrades – 90% design is complete.
 - Downtown: East Granada Utility Undergrounding – Consultant is preparing 90% design plans and specs.
 - Lift Station 4P Rehab – A Work Authorization for design services was approved at the February 21 City Commission.
 - Lift Stations 11M and OBSC3 Rehab – Staff has requested proposals from Underground Utility Construction contractor.
 - Septic to Sewer – Oak, Magnolia & Bonita – Design – Design is in process.
 - Hudson Wellfield Expansion – A design kick-off meeting is being scheduled.
 - Shadow Crossings Reuse Pump Facility – A Work Authorization for design services was approved at the February 21 City Commission meeting.
 - ARBP Ramp & Seawall Repairs Hurricane Ian & Nicole – Design is in process.
 - City Hall Landscape Improvements-CRA – Preliminary design is in process.
 - Stormwater Construction – Arbor Drive – A meeting is being scheduled with SJRWMD to determine permitting requirements. If no permit required, design can be performed in-house.
 - Hurricane Ian – Staff is preparing bid specifications for several facility damage repair projects.
- Departmental Activities
 - Reviewed 31 Engineering Permit applications through the ProjectDOX system, and 3 Franchise Utility Work-in-the-Right-of-Way permits were created and approved.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Concrete pour on Bonita Pl; pull forms, stress cut, backfill; Division Park
- Asphalt patch on Wilmette Ave; Twelve Oaks; Cassen Park
- Strip forms, backfill, stress cut on Aaron Cir
- Sidewalk grind on Northbrook
- Concrete park bench pour at Nova Rec
- Remove concrete, pour at SONC gym

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, 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
- Assist reach out person on South Forty

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

- Reachout mower Street Dept & SR40; pond maintenance on Arroyo; mowing on Harmony
- Inlet inspected at Lincoln & N Beach St
- TV truck on Knollwood
- Inlet repair at Tomoka/S Beach St
- Pipe replacement at Northbrook ditch
- Shoot storm lines at Sylvania & S Beach St
- Check pumps and catch basins Citywide/The Trails
- Remove uneven roadway, prep for asphalt on Peninsula Dr & Magnolia at Rockefeller
- Clean out catch basins, check for issues on Brookside Cir, Northbrook
- Hydroexcavate located ditch area to be reshaped on Arroyo Parkway
- Removed sunken asphalt in roadway; removed broken apron around storm structure at Rockefeller, Harvard Dr
- Dig out and reshape ditch, build up extended shoulder on Arroyo Parkway

Vactor

- Outfall cleaning at Lincoln & N Beach St

Fleet

- Mileage traveled by all departments for the week: 22,611
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 1
 - Non-Emergency Vehicles and Equipment: 2
- Road Calls for the week: 1
- Quick Fleet Facts:
 - Fuel on hand: 7,332 gallons unleaded, 8,418 gallons diesel

- Fuel used in one week: 2,431 gallons of unleaded and 569 gallons of diesel.
- Fleet completed 35 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 37.72 million gallons for the week ending February 18, 2023 (5.39 MGD average).
- Backwashed 6 filters for a total of 509,340 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through February 18, 2023 @ 5.91 MGD, SJRWMD 2022 allocation @ 7.930 MGD.
- Produced & hauled 72 wet tons of dewatered sludge (65 - 70% solids).
- Flushed distribution system 123,000 gallons

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 28.66 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 4.09 MGD
- Produced 23.48 Million Gallons of Reclaim water.
- Produced 5.18 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (February 1, 2022 – January 31, 2023) (MGD):
 - Influent 5.35 (Permit 8 MGD);
 - Surface Water Discharge 1.23 (Permit 6 MGD);
 - Reuse 3.41 (Permit 10 MGD)
- Hauled 7 loads for the month of February 2023 for a total of 164.35 wet tons through 02-10-2023. Sludge numbers are the most recent reported values.

Water Distribution

- Responded to 3 reports of customer concerns regarding low pressure, Colored water or assistance with other plumbing concerns.
- Responded to 9 calls from customers concerning leaking water.
- Replaced 2 residential water meters due to operational concerns.
- Tested 10 city owned backflow preventer and made repairs when needed.
- Replaced 6 residential water services due to pressure concerns or leaks.
- Replaced 2 broken water meter boxes / lids.
- Performed valve maintenance on 2 main line valves.
- Installed 4 new meters/services for new construction.
- Performed fire hydrant maintenance on 11 fire hydrants.
- Repaired 6-inch AC water main, located at 24 Twelve Oaks Trail.
- Repaired all landscaping to excavated areas.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 186 utility locates for the previous week.

Wastewater Collection – Reuse

- Crews responded to 9 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 5 in the conventional system service area.
- Flushed Nova Rec.
- Flushed sanitary lateral at 103 Hickory Hills Cir. and 300 Center St.
- Removed 2000 gallons of effluent off of Hunters Ridge force main.
- TV'ed 1 sanitary laterals on the PM list
- Changed pump at Nova Rec Center, 183 Deep Woods Way, 8 Foxfords Chase, 44 Circle Creek Way
- Repaired lateral at 742 N Halifax

Wastewater Plant – Lift Stations

- Clarifier #1 & #2 – replace Both Sweep Arm Squeegee Rubbers, also replaced any rusted parts.
- Breakaway Trails – met contractors at Lift Station to review upcoming valve box replacement.
- Clarifiers #3 and #4 - Removed unused meters and transducers.
- PEP Tank - 26 Winding Creek Way - Installed a new control panel.
- H.S.P. pump #5 - over limit fault, replaced 24-volt relay and reset switch gear.
- SCADA monitor/response: Responded to multiple equipment malfunctions at the Waste Water Plant and lift stations.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- Well 38R – Install new pump motor and riser pipe, turn over to operations for use.
- Standish Booster Station – install Air Release valves at pumps.
- Transfer pump #1 – Removed bad VFD to prepare for replacement.
- Responded to equipment malfunctions at the Water Plant and offsite locations.
- Perform Operational Checks at various locations.

Support Services (City Clerk)

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

- City Clerk attended meetings with the City Manager and Assistant City Manager.
- Staff attended and provided support for the February 21, 2023, City Commission Meeting.
- City Clerk attended and provided support to the City's Claims Meeting.
- Agenda packet preparation for March 7, 2023, City Commission Meeting.