

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: March 3, 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:

- General discussion meetings with staff
- State of the City 2023

Spoke to, attended and/or met with:

- State of the County
- Hunter's Ridge
- FDOT public meeting regarding LPGA
- Team Volusia
- Police Officer Swearing In Ceremony
- Women Leading Government Organizational Meeting
- City and County Manager Think Tank

PIO – Public Information

- Press Releases/Media
 - Statement from Police Chief
 - General Citizen Inquiries
 - General Media Requests
- Social Media
 - PD Swearing In
 - Hurricane Grants
 - Tire Amnesty Day
- Attended
 - Engineering/Planning Meeting
 - New Officer Swearing in
 - State of the City Prep
 - BOSS Program Panel with Ormond Beach Chamber
- Developing
 - Budget Powerpoint Theme
 - Strategic Planning Document
 - VLOC Award

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, Ormond Beach, FL

32174 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.

- The following items are scheduled for the March 9, 2023, Planning Board (<https://www.ormondbeach.org/224/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
- The Monthly Development Report is available at: <https://www.ormondbeach.org/247/Development-Projects>.
- Two public meetings based on Florida Statutes, Section 163.31801, the Florida Impact Fee Act, are proposed. City staff, in conjunction with Raftelis Financial Consultants, shall conduct the meetings on **Wednesday, March 22, 2023 at 5:30 P.M.** and **Monday, March 27, 2023 at 10:00 A.M.** Both meetings will be in Room 103, the City Commission Conference Room at 22 South Beach Street, Ormond Beach, FL 32174 and offered by Zoom. The meetings will discuss the extraordinary circumstances regarding the City of Ormond Beach impact fee study update. Please see <https://www.ormondbeach.org/1028/Impact-Fees> for additional information.

Building Inspections, Permitting & Licensing

- 5 Business Tax Receipts issued.
- 351 inspections performed, 14 by private provider.
- 132 permits issued within the City, with a valuation of \$2,256,942.
- 12 garage sale permits.

Development Services

- Site Plan Review Committee (SPRC) met with:
 1. 144 South Ridgewood Avenue. Discussion of a lot split application, including utility connection.
 2. 160 South Nova Road. Discussion of the addition of a drive-thru at Rivergate shopping Center.
- There are no projects under SPRC review.
- 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	50%
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 participated in Team Volusia Economic Development Corp. practitioner council bi-monthly meeting. These meetings provide economic development practitioners an update on TVEDC's marketing and recruiting efforts in Volusia County.
- 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 ten active projects generated via direct contact with target industry companies looking at specific sites in Ormond Beach.

Airport Operation and Development

- A pre-construction meeting was held this week for the new Automated Weather Observing System (AWOS) project at the airport. Work on the project to construct and install new directory signage at the airport was completed this week.
- Work to replace a damaged directional sign on Taxiway Delta was completed this week.
- Staff coordinated the installation and configuration of equipment at the airport this week in support of an FDOT Airport Operations Counting Project being conducted Embry-Riddle Aeronautical University (ERAU).

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
 - Processed 130 Journal Entry Batches.
 - Utility Billing Meter Readers completed 353 work orders.
 - Approved 13 Purchase Requisitions totaling \$211,971.47.
 - Issued 9 Purchase Orders totaling \$80,319.14.
 - Issued 504 past due notices on utility accounts.
 - Auto-called 125 utility customers regarding receipt of a past due notice.
 - Processed 638 payments through Interactive Voice Response System totaling \$62,357.67.
 - Processed 1,581 payments through City online payment portal totaling \$167,629.17.

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Grant reimbursement request for FY 22-23: \$2,203,085.61

- Other
 - Completed Employee Newsletter for March 2023.
 - Attended VOCA grant meeting.
 - Attended National Coastal Resilience Fund Pre-proposal webinar.

Risk Management Projects

- WC meetings and file reviews
- WC seminar

Fire Department

- Weekly Statistics
 - Fires: 3
 - Fire Alarms: 4
 - Hazardous: 2
 - EMS: 92
 - Motor Vehicle Accidents: 5
 - Public Assists: 67
 - TOTAL CALLS: 173

 - Aid provided to other agencies: 12 Calls – Daytona Beach (7), Volusia County (5)
 - # of personnel sent with VCEMS to assist with patient care during hospital transport: 5
 - Total EMS patients treated: 63
 - Keetch-Byram Drought Index (KBDI) East Coast Volusia: 435
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- Training Hours
 - NFPA 1001: Firefighting 40
 - NFPA 1002: Driver 14
 - NFPA 1021: Officer 8
 - NFPA 1500: Safety/Equipment 71

- NFPA 1620: Preplanning 8
- EMT/Paramedic 8
- TOTAL TRAINING HOURS: 149

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Administrative Assistant (Leisure Services)
 - Athletics Supervisor
 - Community Service Officer (Animal Control)
 - Engineer
 - Equipment Operator I (Streets)
 - Events Leader – PART TIME
 - Evidence/Crime Scene Technician
 - Executive Assistant
 - Firefighter/EMT
 - Maintenance Worker II (Athletic Fields) – PART TIME
 - Maintenance Worker II (Parks) – SEASONAL PART TIME
 - Plant/Pump Technician
 - Police Officer
 - Public Information Officer (Public Safety)
 - Recreation Leader (Casements) – PART TIME
 - Recreation Leader (Nova) – PART TIME
 - Recreation Leader (SONC) – PART TIME
 - Sign Technician
 - Stormwater Technician I
 - Support Services Administrator (Records & Boards)
 - Treatment Plant Operator C/B/A (Wastewater Reclamation Plant)
 - Treatment Plant Operator C/B/A (Water Distribution Plant)
 - Treatment Plant Operator C/B/A (Water Distribution Plant) – PART TIME
 - Utilities Engineer
 - Utilities Tech I (Wastewater Collection/Reuse)
 - Utilities Tech II (Wastewater Collection/Reuse)
 - Utilities Tech III (Wastewater Collection/Reuse)
 - Background/Reference Checks/Job Offers
 - Building Inspector
 - Environmental Improvement Officer (Arborist)
 - Firefighter/EMT
 - Fleet Technician III (Mechanic)
 - Police Officer
 - Recreation Leader (Police Athletic League)
 - Recreation Program Specialist
 - Separations
 - 3/10: Stormwater Tech I (Stormwater)

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 Authentication
- Radwin P2P bandwidth upgrade and wireless at Station 94

- Work Orders
 - New: 29
 - Completed: 37
 - In progress: 27

- Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 39,102
 - Inbound E-Mails Blocked: 8,446
 - Delivered Inbound E-Mails: 28,243
 - Quarantined Messages: 848
 - Percentage Good Email: 72.23%
 - Virus E-Mails Blocked: 0
 - Notable Events: 0

- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 8
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 27
 - Information Requests from External Organizations: 2
 - 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

- Notable Events: Updated Reuse Basemap Book

Leisure Services

Administration

- Engineering meeting
- American Legion meeting
- Library Lease Review pre-meeting
- South Ormond Renaming Ceremony
- 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.
- Completed Simpson fastener replacement on the gazebo at Fortunato Park.
- Attended RFP 2023-20 bid opening.

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 Softball & Baseball had practices this week, Baseball on Wendelstedt Fields at 4 pm Tuesday through Friday, Softball at Quad 1 at 6 pm on Monday through Thursday. Softball has a game on Friday at 6 pm and Baseball had games on Monday, Wednesday, & Thursday at 6 pm at Sports Complex.
- 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 Tuesday, Thursday, and Friday this week at 3 pm on the Kiwanis Field. Softball Team folded.
- OBYBSA Recreational Baseball started their practices 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 had games on Tuesday night at 6 pm and 7pm at Championship Field #7 at the Sports Complex.
- River Bend Academy hosted Soccer Games on Monday and Thursday at 4 pm and 5:30 pm at Soccer Field #8.
- Warner Christian Academy hosted Softball Games on Monday and Thursday at 5 pm at Softball Quad #1.
- Halifax Academy has Baseball practices on Monday, Wednesday, and Friday at 4 pm on the Kiwanis Field.
- Ormond Beach Soccer Club hosted Recreational Games on Saturday morning, while the Competitive Teams played Saturday and Sunday afternoon.

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
- 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

Performing Arts Center

- Attended bid opening meeting for RFP 2023-14 Concessionaire for Ormond Beach Performing Arts Center.
- Installed and activated chip reader capable credit card swiper in PAC Box Office to handle WinTix in-person ticket sales transactions.
- Updated information on OBPA Facebook and Friends of the OBPA 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)
- Splash Pad is closed until March 15th
- Open tennis courts, outdoor basketball court and playground (park hours)
- Youth basketball games Saturday 11 am until 2 pm
- Repast Saturday afternoon (George Postell Sr.) 1:30 pm until 4 pm
- Activity room rental Saturday evening 4 pm until 8 pm
- Jazzercise Monday evening at 5:45 pm
- Tutoring (PAL) Monday thru Thursday (3:30 pm until 6:30 pm)
- Youth basketball games Monday thru Wednesday (evening)
- Open gym (daily as per availability and event scheduling)
- Open weight room (daily center hours)
- Prep for the renaming ceremony on March 4th

Community Events

- Weekly administrative tasks, office work, meetings, and activities.
- 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 Dance and Acting classes Monday, Tuesday, and Friday from 3:30pm-7:30pm
- Spec pop programs start this week:
 - Kid's Club on Monday from 3 pm to 5 pm
 - Challenger Sports on Tuesday from 4p 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.
- Tent Set Up for Taste of Ormond, Saturday 8 am to 4 pm
- Wedding Ceremony, Bailey Riverbridge, Saturday 4 pm to 5 pm (20)
- Sophies Circle Bridgewalk, Fortunato Park, Saturday, 4 pm to 8 pm (300)
- OMS Taste of Ormond, Rockefeller Gardens, Sunday 3 pm to 7 pm (600)
- 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.
- 30th Annual Ebony & Ivory Photo Registration, Monday 2 pm to 4 pm (40)
- Ebony & Ivory Gallery Installation, Tuesday 10 am to 12 pm (5)
- Staff previews movie in preparation of Movies on the Halifax.
- Ormond Beach Garden Club Meeting, Wednesday, 10 am to 12 pm (30)
- Ebony & Ivory Judging, Thursday (2); Time to be determined.
- Staff prepares for the next Once Upon a Storytime program.
- Gallery Opening Reception, Friday 5:30 pm to 7:30 pm (70)
- Movies on the Halifax, Friday, 6:30 pm "Guardians of the Galaxy" PG
- Ora Yoga classes met this week on Tuesday and Thursday mornings from 9-10 am and Wednesday evening at Bailey Riverbridge from 5:30-8 pm.
- Pilates classes met this week on Monday and Wednesday morning at Bailey Riverbridge and Friday morning at The Casements from 8:30-9:30 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
- Repair wood bridge at Central Park I
- Install plaque on rock and place at Birth Place of Speed
- Repair picnic tables at Central Park I
- Fill dock holes at Central Park I
- Install plant signs at Vadner Park

Building Maintenance

- Unclog restroom at Nova Community Center
- Removed furniture at City Hall
- Pest Control walkthrough at City Hall and Police Department
- Repair water cooler at South Ormond Neighborhood Center
- Repair door closer at South Ormond Neighborhood Center
- Repair faucet at Nova Community Center
- Repair fence at Nova Community Center
- FEMA walkthrough
- Clean hazmat pickup
- Hang pictures at City Hall
- Move boxes to Fleet
- Move boxes from PW to Shop
- Repair closet at City Hall
- Unclog restroom at Cassen Park
- Repair sink at Cassen Park
- Replace ceiling tiles in Blue Room at the Performing Arts Center

- Hang sign on hydrant at South Ormond Neighborhood Center
- Water quality test at City Hall and Police Department
- Installed closet organizer at the Police Department
- Move items into Storage
- Repair ac at WWTP

Police Department

Administrative Services

- Staff hosted the Weekly Staff Meeting.
- Staff assisted with new supervisor in-house training.
- Staff attended City Staff meeting at City Hall.
- Staff attended City Commission meeting at City Hall.
- Staff attended Claims Committee meeting at City Hall.
- Staff coordinated with City Staff and the Volusia County Public Information Officer for upcoming joint news conference on recent acts of anti-Semitism in our community.
- Staff made personal contact with all the local Jewish places of worship to invite them to the News Conference hosted at the Volusia County Sheriff's Office.
- Staff attended the monthly Volusia/Flagler Police Chiefs Association meeting.
- Staff hosted the K-9 Rex/Officer LaBrie canine retirement ceremony at the Police Department.
- Staff attended the New Bethel AME Black History Month service with fellow city employees.

Community Outreach

- Youth Leadership Council (YLC) - YLC did not meet last week. The next State of Florida Association of Police Athletic League's YLC leadership training will be Saturday, March 25, 2023.
- OBPAL Basketball - Practice was held on Tuesday and Thursday 6:00–8:30 PM and Sunday 2:00-6:00 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 - Twenty (20) students attended tutoring sessions last week at the South Ormond Neighborhood Center.
- Science on Patrol - Twenty-eight (28) students attended SOP at Ormond Beach Middle School last week.
- R.E.A.D. - Reading, Exploration, Adventure and Discovery - Nineteen (19) students attended the READ program last week. The twelve-week program is offered afterschool on Tuesdays and Thursdays 2:30-4:45 PM.
- 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: 46
- Animal Reports: 3
- Return to Field: 4
- Animal Bites: 2
- Animals to Halifax: 0
- Injured Wildlife Calls: 2
- Found Property Reports: 1

Criminal Investigations

- Cases Assigned: 19
- Cases Cleared by Arrest/Complaint Affidavit: 1
- Cases Exceptionally Cleared: 4
- Inactive: 9
- Fraud: 3
- Burglary Business: 3
- Burglary Residential: 1
- Larceny Car Break: 2
- Grand Theft: 1
- Auto Theft: 0
- Death Undetermined: 1
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 3
- Robbery: 0
- Assaults: 0
- Police Information: 3
- Suspicious Incident: 0
- Vandalism: 2

Records

- Walk - Ins / Window: 97
- Phone Calls: 141
- Arrest / NTA's: 16
- Reports Generated: 114
- Reports Entered: 110
- Citations Issued: 39
- Citations Entered: 39
- Warnings Entered: 74
- Trespass Warnings: 28
- CORF Entered: 25
- Mail / Faxes / Request: 51

Patrol

- Total Calls: 1,587
- Total Traffic Stops: 175

Operations

- Crime Opportunity Report Forms: 59

02/22/23

- Carbreak, 715 South Nova Road (Tomoka Plaza). An unidentified subject made entry into the victim's unlocked vehicle and stole a jump box and a purse.
- Carbreak, 333 West Granada Boulevard (Spectrum). An unidentified subject made entry into the victim's unlocked vehicle and stole a signal meter and a locator.
- Narcotics Arrest, 301 South Ridgewood Avenue. A female was found to be in possession of hash oil.
- Driving Under the Influence Arrest, John Anderson Drive/Orchard Lane. A traffic stop was conducted and the driver was found to be intoxicated.
- Trespass Arrest, 1450 Hand Avenue (Tomoka Christian Church). A male was found to be at this location after previously being trespassed.

- Narcotics Arrest, 8 Waterfront Court. A female was found at this location to be in possession of narcotic paraphernalia and then she resisted the officers when being arrested. Additional charge was added.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). A female was observed by the Loss Prevention Officer at this location to be skip scanning merchandise.
- Narcotics Arrest, 440 Collins Street. A male was found to be in possession of marijuana.

02/23/23

- Domestic Violence Battery Arrest, 1608 North United States Highway One #262 (Extended Stay). A male struck his girlfriend in the face and pulled her across the room, causing her to hit her head on the door of the motel room.

02/24/23

- Disorderly Intoxication Arrest, 135 East Granada Boulevard. A male was found at this location to be intoxicated and disrupting the public.

02/25/23

- Residential Burglary, 660 South Beach Street. An unidentified subject made forced entry to a rear window at this residence and stole a firearm, laptop, and purse.
- Warrant Arrest, 325 South Yonge Street. A subject was located at this location to have an open warrant.
- Driving Under the Influence Arrest, Arroyo Parkway/South Nova Road. A crash occurred at this intersection. While officers were investigating the crash, it was found that one of the drivers was intoxicated.
- Domestic Violence Battery Arrest, 2000 Saint Georges Road #108 (Bermuda Estates). A female struck her boyfriend during an argument over finances.

02/26/23

- Business Burglary, 99 Portland Street. An unidentified subject removed a catalytic converter from the victim's RV.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). A male was observed by the Loss Prevention Officer at this location to be skip scanning merchandise. He was also found to have a warrant for his arrest.
- Narcotics Arrest, 530 South Atlantic Avenue (Circle K). A male was observed by an employee to attempt to steal beer. He was arrested and then he was also found to be in possession Fentanyl.

02/27/23

- Domestic Violence Battery Arrest, 4 Highwood Ridge Trail (Hunters Ridge). A female was in an argument with her granddaughter about cleaning her room. The female pushed her granddaughter causing her to fall back on the bed and injuring the granddaughter's child.
- Weapons Complaint Arrest, 234 West Granada Boulevard (Pep Boys). A male was found to be walking down the roadway and into the parking lot of this location with a rifle. The male refused to identify himself when stopped by officers. He was arrested to unlawful exhibition of a firearm and resisting arrest without violence.
- Theft, 770 West Granada Boulevard. An unidentified subject stole the victim's vehicle tag from her vehicle at this location while she was at work.
- Resisting Arrest Without Violence Arrest, 1521 West Granada Boulevard (Wal-Mart). A female was involved in a crash at this location with an unoccupied vehicle. The female refused to comply with officers' requests to get out of the vehicle and may have been intoxicated.

02/28/23

- Domestic Violence Battery Arrest, 254 Laws Lane. A female poked her child's father in the face and shoved him in the chest.
- Carbreak, 215 Williamson Boulevard (Regal Cinema). An unidentified subject forced entry on locked driver's door and stole the victim's dashcam.

- Aggravated Assault Domestic Violence Arrest, 606 Main Trail. A female attempted to run over her boyfriend with her vehicle at this location after a verbal argument.

Traffic Unit

Traffic Enforcement Stats:

- Number of Traffic Stops: 34
- Number of Criminal Citations: 1
- Number of Citations issued: 21
- Number of Written Warnings Issued: 49
- Number of Parking Tickets Issued: 0

Traffic Crash Reports:

- Number of Crashes without Injuries: 3
- Number of Crashes with Injuries: 4
- 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: 3 Cases initiated
 - Zone 3: 0 Cases initiated
 - Zone 4: 0 Case initiated
- (6) signs have either been removed or sign cases created.
- (8) tree removal permit requests
- Administrative staff assisted with eight (8) walk-ins and forty (40) 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 – Materials are on order, anticipated delivery late March.
 - Bidding:
 - WTP Aeration Replacement, Clearwell Rehab & Splitter Box Rehab – Project was advertised February 26, pre-bid meeting is March 15, bids are due on March 30.
 - 2023 Storm & Sewer Lining – Bid award is scheduled for the March 21 City Commission meeting.
 - SONC Pavilion Replacement – Project was advertised February 26, pre-bid meeting is March 15, bids are due on March 30.
 - Neighborhood Traffic Calming – A sole source procurement of speed tables is scheduled for approval at the March 21 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.

- Downtown – East Granada Utility Undergrounding – Approval to bid is scheduled for the March 21 City Commission meeting.
- Design Projects:
 - Downtown: Cassen Park Improvements – Preliminary design has been received and is under review.
 - Business Park Drive Phase II – Permitting issues are resolved, Consultant anticipates submitting plans and specifications mid-March.
 - Doug Thomas Way Extension Design – Permitting issues are resolved, Consultant anticipates submitting plans and specifications mid-March.
 - WRF Upgrades – 90% design is complete.
 - Lift Station 4P Rehab – Site surveys are being scheduled.
 - 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 was held on February 23. Field surveys are being scheduled.
 - Shadow Crossings Reuse Pump Facility – Electrical survey was performed on March 1.
 - 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 has been 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 26 Engineering Permit applications through the ProjectDOX system, and 2 Franchise Utility Work-in-the-Right-of-Way permits were created and approved.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Poured pad under generator at Fire Station 91
- Pour park bench at Nova Park
- Fixed sidewalk at Riviera Park; A1A
- Asphalt patch at Wilmette by Fire Station 93; Mower Depot
- Form gutter & fix road on Collins St

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

- Rehab storm structure, form concrete repair on Marvin Rd
- Lay sod down for erosion control on Arroyo Parkway; water down & seed
- Spray pond for algae growth in Knollwood Estates
- Check pump operations, and hot spot catch basins Citywide
- Mow around ponds and utility easements at Hand Ave, PAC, Wilmette Ave, Nova Rd
- Truck maintenance at PW
- Gutter cleaning Citywide; Riverside Dr
- Inlet cleaning & repair Citywide
- Inlet repair at Marvin & Harvard Dr
- Pond maintenance at Water Plant

Fleet

- Mileage traveled by all departments for the week: 22,401
- 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: 13,167 gallons unleaded, 7,575 gallons diesel
 - Fuel used in one week: 2,351 gallons of unleaded and 843 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 39.40 million gallons for the week ending February 25, 2023 (5.63 MGD average).
- Backwashed 5 filters for a total of 352,680 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through February 25, 2023 @ 5.93 MGD, SJRWMD 2022 allocation @ 8.041 MGD.
- Produced & hauled 65 wet tons of dewatered sludge (65 - 70% solids).
- Flushed distribution system 0 gallons.

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 27.92 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 3.99 MGD.
- Produced 26.66 Million Gallons of Reclaimed water.
- Produced 1.26 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 11 loads for the month of February 2023 for a total of 260.92 wet tons through 02-16-2023.
 - Sludge numbers are the most recent reported values.

Water Distribution

- Responded to 5 reports of customer concerns regarding low pressure, colored water or assistance with other plumbing concerns.
- Responded to 16 calls from customers concerning leaking water.
- Replaced 4 residential water meters due to operational concerns.
- Tested 8 city owned backflow preventer and made repairs when needed.
- Replaced 2 residential water services due to pressure concerns or leaks.
- Replaced 6 broken water meter boxes / lids.
- Performed valve maintenance on 5 main line valves.
- Installed 2 new meters/services for new construction.
- Performed fire hydrant maintenance on 13 fire hydrants.
- Repaired 2 Inch Galvanized water main at 27 Wisteria Dr.
- Repaired all landscaping to excavated areas.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 229 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 7 in the conventional system service area.
- Flushed Nova Rec.
- Flushed sanitary lateral at 103 Hickory Hills Cir. and 300 Center St.
- Removed 1,000 gallons of effluent off of Hunters Ridge force main.
- TV'ed 7 sanitary laterals on the PM list
- Changed pump at 51 Westland Run, 15 Coquina Lake Way, and 8 Carriage Creek Way
- 5 Hunt Master Ct: Tank rehab
- 5 Tropic Lake Way: Broken tank replacement
- Responded to 3 reuse trouble calls.
- Located Reuse and Pep tank at 1 address.
- Flushed beachside reuse blow offs.

Wastewater Plant – Lift Stations

- Centrifuge Grinder #2 – deragged pump.
- Sand Filter #3 – Rail Car shifted on tracks, re-align as needed.
- Centrifuge #1 – adjust drive belts, adjust packing on Feed Pump.
- Tea Cup #3 – leak at Blow Down Valve, adjusted Valve Shaft Packing.
- Screw Pump #3 – begin installation of New Hold Back Device Assembly.
- SCADA monitor/response: Responded to multiple equipment malfunctions at the Wastewater Plant and lift stations.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- Interview – candidate for Plant Pump Mechanic.
- High Service Pump #5 – high temperature noted while running, increased monitoring, temperature tested normal.
- Standish Booster Station – install splash shield at pump #1.
- Well 32H, measure pipes to install check valve and VFD.
- Well 38R - open valve to raw water line, grout well head.
- Responded to equipment malfunctions at the Water Plant and offsite locations.
- Perform Operational Checks at various locations.

SCADA

- SCADA General:
 - Casements Fiber – While training on Fiber network & Maintenance check of fiber switches, DC back up failed upon power failure. Bad 5A breaker found, replaced breaker and batteries. OK
 - Ordered 2 Dwyer Process controllers to retro fit WTP Sand filter cabinet. (Lead time on Chromalox too long.)
 - Built RTU for Stormwater level measurement @ Sanchez (Will install this week.)
 - Tosi Cell network: New firmware version is out. Completed 12M,13M,7M1, AB2, AB4.
 - Completed “Embedded Browser” and “Historian” lessons on VTSCADA online academy.
- WWTP:
 - Installed New network rack in Al’s office to house security camera network.
 - Secondary Hypo skid now in SCADA
- WTP:
 - Operations Control Room – Built new network cabinet for WTP, in process or re-wiring all control computers.
- Lift stations:
 - Radio Driver in SCADA stop working, shut down polling from SCADA. Serial/Ethernet converter in network cabinet in Alarm, lost IP configuration. Re-programmed, OK

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 meeting with the Assistant City Manager.
- Agenda packet preparation and distribution for March 7, 2023, City Commission Meeting.