

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: April 28, 2017

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 IT Manager and Economic Development Director

Spoke to, attended and/or met with:

- Meeting with Mayor Partington
- Rotary meeting
- United Way Board meeting
- Static Display for Police Department Accreditation Team
- City/County Managers meeting
- Sign Code Draft Regulations meeting
- Budget Advisory Board Meeting
- Police Department Accreditation Team Exit Interview
- Chamber of Commerce Board meeting
- United Way 75th Anniversary

Community Development

Planning

- Staff attended the proposed 4th Revision to the sign code regulations drafted by Katherine Reischmann for temporary signs. These draft regulations are in response to the Supreme Court's decision on the Reed vs. Town of Gilbert, AZ, decision.
- Staff met with the property owner of the Buschman Building regarding the need for a Certificate of Occupancy related to entryways into the ground floor retail spaces.
- The following floodplain initiatives will be occurring in May to fulfill the Program for Public Information outreach initiatives:
 1. Approximately 3,211 flood brochures are to be mailed to property owners in the Special Flood Hazard Area providing information related to flood risk, flood hazards, safety measures, and protection of property and natural areas.
 2. Message from the Mayor regarding the importance of flood insurance will appear in the May water bill cycle going to approximately 21,800 City utility customers.
 3. The Letter from the Mayor will also appear as a link on the City's Home Page.

Building Inspections, Permitting & Licensing

- 6 new business tax receipts issued
- 472 inspections performed (52 by private provider)
- 130 permits valued at \$2,474,415.00

Development Services

- SPRC did not meet with any applicants this reporting period.
- Projects receiving Building Permits and percent completed are provided below.

Project	% Complete
146 North Orchard Street	95%
783 North US 1	30%
Antares of Ormond Beach	0%
McDonald's, 1530 North US 1	95%
McDonald's, 105 Interchange Blvd.	95%
Pet Street Vet, 240 South Nova Road	7%
Realty Pros	80%
Specialty Surgery Center	30%
Valiant Diners, Phase 2	10%
Huntington Villas, Phase 1B	50%
Ormond Renaissance Condo	65%
Plantation Oaks Phase 1 Utilities	0%

Economic Development/Airport

Economic Development

- Ormond Crossings
 - Staff is facilitating the Security First Managers office project planned for Tract 18 in the Ormond Crossings Commerce Park. Several design projects are underway by the SFM consultants including architectural and site planning and utility extension planning. SFM's objective is to begin construction in the Fall of 2017.
 - Staff is preparing the first amendment to Ormond Crossings Development Agreement to modify the timing for the installation of a signal at Broadway Avenue.
- Airport Business Park
 - Staff is working with SKYO and the Florida Department of Economic Opportunity in monitoring of the 2016 job creation data.
- Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
 - Staff continues working with Ormond Beach Chamber Executive Director to implement the 2017 Rediscover US 1 Scavenger Hunt, which will run from April 21-29. Staff visited the 3 Ormond Beach businesses participating in this year's scavenger hunt: Houligan's on North US 1, Wall-Y-World Gallery at 173 South Yonge Street, and T&M Floors at 275 South Yonge Street. The scavenger hunt forms are available at City Hall Department of Human Resources and Ormond Beach Chamber of Commerce.
- Prospective Business Attraction/Retention/Expansion
 - Staff continues the ongoing outreach to Ormond Beach businesses to assist with expansion opportunities.
 - Staff met with a potential restaurateur who visited several available sites in the City.

Airport Operation and Development

- Staff assisted Team Volusia EDC at the Aviation Week MRO Americas Convention at the Orange County Convention Center in Orlando this week. The acronym "MRO" refers to aircraft maintenance, repair and overhaul, and this convention is considered to be the world's largest gathering of aviation maintenance professionals.
- Staff completed and submitted to the Federal Aviation Administration the required quarterly report for the 2nd Quarter of 2017, pertaining to the Taxiway Golf project.
- Additional flight testing of the airport's new precision approach path indicator (PAPI) lights by the Federal Aviation Administration has been scheduled for Wednesday, May 3rd at 11:00 AM.
- Sunrise Aviation advises that repairs to the self-service kiosk at their aviation fuel farm are nearing completion.
- Representatives from Zev Cohen continue to work on the environmental assessment phase of the runway approach area obstacle mitigation project.
- Staff continues working with Hoyle, Tanner and Associates and KB Environmental Science to collect data in support of noise and air quality monitoring as part of the Runway 8/26 environmental assessment project.

Finance/Budget/Utility Billing Services/Grants/PIO

Finance

- On-going Projects
 - FEMA reimbursement preparations are in progress.
 - Phase 1 of the Tyler Munis Enterprise Resource Planning system goes live May 1.
- Completed Projects - Weekly
 - Processed 20 Journal Entry Batches (3094-3136).
 - Approved 0 Purchase Requisitions totaling \$0.
 - Issued 0 Purchase Orders totaling \$0.
 - Processed 3391 cash receipts totaling \$1,232,092.14.
 - Prepared 162 Accounts Payable checks totaling \$768,810.77 and 70 Accounts Payable EFT payments totaling \$557,880.92.
 - Prepared 17 Payroll checks totaling \$13,440.23 and 339 Direct Deposits totaling \$418,619.99.
 - Transferred IRS 941 payment of \$162,628.86.
 - Issued 0 past due notices on utility accounts.
 - Auto-called 145 utility customers regarding receipt of a past due notice.

Grants/PIO

- Public Information
 - Press Releases
 - Inaugural Donut Dash 5K (May 13)
 - Archaeology Works: Beads (May 13)
 - Open Gym May Dates (12, 19, 26)
 - Other
 - Citizen Contacts
 - Media Contacts
 - Added to and updated items in News & Announcements and other pages on the City's website.
 - Completed weekly events calendar ad for Ormond Observer.
 - Attended weekly staff meeting.
 - Issued weekly CodeRED notifications to residences where hydrant flushing will occur.
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.

Fire Department

- Weekly Statistics
 - Fires: 3
 - Fire Alarms: 8
 - Hazardous: 3
 - EMS: 80
 - Motor Vehicle Accidents: 6
 - Public Assists: 45
 - TOTAL CALLS: 145

 - Aid provided to other agencies: 12 Calls – Daytona Beach (5), Holly Hill (1), Volusia County (6)
 - Total staff hours provided to other agencies: 12
 - # of overlapping calls: 29
 - # of personnel sent with EVAC to assist with patient care during hospital transport: 3
 - Total EMS patients treated: 64
 - Keetch-Byram Drought Index (KBDI) East Coast Volusia: 462
-
- Training Hours
 - NFPA 1001: Firefighting 16
 - NFPA 1002: Driver 6
 - NFPA 1021: Officer 6
 - NFPA 1500: Safety/Equipment 14
 - NFPA 1620: Preplanning 9
 - EMT/Paramedic 7
 - TOTAL TRAINING HOURS: 58
-
- Station Activities
 - Updated 13 pre-fire plans
 - Completed 3 fire inspections
 - Serviced 25 fire hydrants
-
- Significant Incidents
 - 4/19/17, 5:55 PM: W. State Road 40 / Appaloosa Ln. – Motor Vehicle Accident – Provided assistance to Volusia County for a single motorcycle crash – one patient transported as a trauma alert by Air One – a firefighter assisted with patient care during flight to hospital.
 - 4/22/17, 1:50 PM: Division Ave. / S. Yonge St. – Motor Vehicle Accident – Responded to a motor vehicle vs. motorcycle collision – two patients found in roadway – one transported as a trauma alert – a firefighter paramedic assisted EVAC with patient care during transport.
 - 4/23/17, 3:14 AM: 1521 W. Granada Blvd. – Motor Vehicle Accident – Responded to a motor vehicle rollover collision involving law enforcement high speed chase – vehicle crashed at Wal-Mart entrance in the woods – vehicle engine compartment caught fire – both occupants were found on ground outside of vehicle – both occupants transported as trauma alerts – a firefighter EMT assisted EVAC with patient care during transport.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Police Officer (Police) open 10-5-15 until filled. Advertised on City web site, governmentjobs.com, Indeed, National Testing Network, and internally.
 - Public Works Director (Public Works) open 3-23-17 until 5-5-17. Advertised on City web site, governmentjobs.com, Florida League of Cities, Florida City and County Management Association, American Society of Civil Engineers, National Society of Professional Engineers, American Public Works Association, ICMA, Indeed, and internally.

- Maintenance Foreman (Water Distribution/Public Works) open 4-20-17 until 5-5-17. Advertised on City web site, governmentjobs.com, and internally.
- Maintenance Worker III (Wastewater Collection Reuse/Public Works) open 4-20-17 until 5-5-17. Advertised on City web site, governmentjobs.com, and internally.
- Part Time Community Events Technician (Leisure Services) re-posted 4-24-17 until 5-19-17. Advertised on City web site, governmentjobs.com, Indeed, and internally.
- Summer Camp Counselors (Leisure Services) open 3-7-16 until 5-19-17. Advertised on City web site, governmentjobs.com, Indeed, and internally.

- Applications Under Review
 - Engineering Inspector (Engineering)
 - Maintenance Worker II (Water Distribution/Public Works)

- Background/Reference Checks/Job Offers
 - Police Officer (Police)
 - Office Manager (Leisure Services)
 - Neighborhood Improvement Officer (Police)
 - Maintenance Worker II (Streets/Public Works)
 - Seasonal Part Time Maintenance Worker II (Andy Romano Beachfront Park/Leisure Services)
 - Part Time Recreation Leader (Gymnastics/Leisure Services)

- Separations
 - Part Time Maintenance Worker II (Athletic Fields/Leisure Services)

- Risk Management Projects
 - Leadership activities
 - American Cancer Society Relay for Life activities
 - Mayor's Health and Fitness Challenge activities
 - Attend deposition
 - Attend Claims Committee meeting
 - Attend webinar for training programs
 - Attend Tyler training

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects
 - Finance/Community Development – CRM system replacement – IT and Finance staff working on finishing touches as we go live May 1 with Financials and Purchasing. Staff prepared the data from the Sungard system for final conversion and uploaded the information to Tyler for processing.
 - Police Department – Network fileserver replacement and reorganization of storage hierarchy. Ongoing discussions.
 - IT Strategic Plan – Gathering requested documentation, stakeholder interviews have been completed.
 - iSeries replacement– Sungard Naviline host system – The new iSeries installation has proven to be very successful. System performance is noticeably faster. A welcome relief.

- Enterprise Infrastructure
 - iSeries system (HTE Sungard Naviline): None
 - Windows Servers: None
 - Networking System: None

- Work Orders
 - New: 11

- Completed: 59
- In progress: 36

- Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 63,130
 - Inbound E-Mails Blocked: 43,911
 - Delivered Inbound E-Mails: 19,219
 - Quarantined Messages: 4,440
 - Percentage Good Email: 30.4%
 - Virus E-Mails Blocked: 3

- Notable Events: Preparing for the Phase 1 Go-Live with the Tyler Munis system financials and purchasing. The Sungard data was prepared and uploaded to Tyler last Friday for final conversion and verification testing. This week we are validating the converted data and making final tweaks to the system with the assistance of onsite Tyler personnel. The new system will be up and ready for use Monday May 1.

- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 13
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 14
 - Information Requests from External Organizations: 1
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 1: Total in system = 1,203
 - Meters GPS Located this week: 1: Total in system = 23,459; 22,716 potable, 732 Irrigation, 11 Effluent
 - Notable Events: Annual archive of the city map/geodatabase, Updated Sewer & Stormwater base maps

Leisure Services

Administration

- Supervisory Staff Meeting
- City Manager's Meeting
- Public Works Meeting
- Janitorial Services Meeting
- Met with Landscape Contractor for Weekly Updates
- Park Visits
- One-on-One Meetings
- Celtic Festival
- Soccer Club Meeting
- Swing Into Spring Concert
- Guild Appreciation Luncheon
- Community Input Session – West Ormond Community Center

Contract Manager – Grounds and Athletic Maintenance

- Operations meeting with Grounds Maintenance account manager
- Operations meeting with Athletic Maintenance account manager
- Public Works meeting
- 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

Environmental Discovery Center

- Social media updates
- City website updates
- ECHO Advisory Board Meeting
- Spring Bird Walk
- Temple Beth-El Field Trip
- EDC Weekly Attendance 4/15 to 4/21: 108

Athletics

- The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday and Friday at 1pm at the Sports Complex.
- OBSC rec and competitive teams are practicing nightly Monday through Friday at the Soccer Fields. The Rec Program has games each Saturday through April.
- Lady Renegades are holding practices for their two teams on Tuesday and Thursday nights at 6pm at the Sports Complex on the Softball Quads.
- Golden Spikes are practicing Tuesday and Thursday nights at both the Nova Fields and Wendelstedt/Kiwanis Fields.
- SHS Softball hosted a District Tournament this week on Monday, Wednesday and Friday at 3pm, 5pm and 7pm.
- SHS Baseball will be practicing this week Monday through Thursday at 3:30pm on Wendelstedt Field 3. They also have a varsity game on Tuesday at 6pm.
- Tee Ball practices continued this week on the Tee Ball Fields at the Sports Complex, with games each Saturday morning.
- OBYBSA continued recreational games this week Monday through Friday at the Nova Fields and Sports Complex Softball Quad.
- City Youth Spring Volleyball continued this week Monday and Thursday night from 6pm to 7:45pm. Currently 75 participants are signed up; our most ever!
- City Adult Spring Volleyball enters week #8, Tuesday nights at 6:15pm. The first Tuesday night brought in 16 players.

Athletic 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
- Cleaned Magic Forest and the common area of Nova Park
- Daily cleanup of Limitless Playground by the softball Quad
- Cleaned all sports parks daily of debris/trash from the events during the week
- Swept out Maintenance Building
- Greased and cleaned equipment
- Prepped fields at Softball Quad for Lady Renegades and SHS practices/games
- Prepped Wendelstedt Fields 2 and 3 for SHS baseball practices
- Prepped Wendelstedt Fields 1 and 2 for SHS Baseball Games
- Dragged infields/sprayed weeds/ used weedwacker at Osceola Elementary & South Ormond
- Blew out batting cages & dugouts at Wendelstedt, Kiwanis, and Softball Quad Fields
- Rake and drag crimson stone at Wendelstedt in front of dugouts and on warning track
- Dragged all 20 fields daily and marked daily for games
- Painted 22 soccer fields for OBSC Spring Program
- Put out sandbags, toters, corner flags and benches for soccer games
- Painted bases at all fields
- Sprayed intruding grasses and picked up rocks/glass on Nova fields
- Painted grass parking lot in rear of Sports Complex
- Fixed up bullpens at Wendelstedt & Nova Fields

Senior Center

- Granada Square Dance was held Tuesday from 6:30pm to 9pm
- Tomoka Duplicate Bridge was held Saturday from 11am to 5pm
- King Jesus Ministries was held on Sunday from 9am to 1pm
- King Jesus Ministries was held on Monday from 6:30pm to 9pm

Performing Arts Center

- The Performing Arts Center hosted the following classes throughout the week as part of its regular operations:
 - CMT held regular classes Monday through Friday
 - Kopy Kats held regular classes Monday and Thursday
 - Ormond Church Sunday from 8:30am to 12:30pm
- The Performing Arts Center hosted the following events:
 - Dancing Dogs Show, Wednesday, 7:00pm to 9:00pm
- The Performing Arts Center is prepared to host the following events:
 - A Taste of Broadway, Saturday, 2:30pm to 4:30pm, and 7:00pm to 9:00pm

South Ormond Neighborhood Center

- Open park and playground sunrise to 11pm daily
- Fitness room
- Open gym
- Jazzercise Monday
- YMCA Soccer Monday/Wednesday
- Youth baseball practice Tuesday/Thursday
- Staff working on summer camp preparation
- Battle at the Beaches Basketball Tournament Friday

Community Events

- Weekly administrative tasks, office work, meetings and activities
- Planning of 2017 events through July
 - Art in the Park May 6 and 7 – ongoing event tasks and follow up with vendors, setup and rentals
 - Memorial Day Remembrance Service, May 29 – assisting Memorial Day Remembrance Committee with planning tasks
 - Reel in the Fun Fishing Tournament – June 17th
 - Independence Day Celebration – July 4 – solicited bids for: sound, stage and lighting, rides and inflatable rides, entertainment and music selections
 - Summer Sounds Concert Series – July 14, 21 & 28

Gymnastics

- Classes are going well and growing
- April session in progress
- Registration is open for May session
- Trial classes are being offered to attract potential students
- Working with area schools to attract potential students
- Team girls preparing for State Competition in May
- Open Gym Friday, April 28th

Nova Community Center and Special Populations

- FitGyms conducted their personal training and tennis lessons.
- Open Play took place various times during the week for basketball, pickleball, ping pong, the game room and the exercise room.
- Adult Jazzercise and Ms. Debby's Dance and Acting classes continue to meet at various times throughout the week.
- Challenger Baseball meets on Tuesday from 5pm to 6pm at the Nova Community fields.

- Wednesday Drop-in Club meets on Wednesday.
- The City Spring Volleyball program met on Monday and Thursday and will continue to meet twice a week until May.
- The City Adult Volleyball program met on Wednesday evening.

The Casements

- Guild tours were given on the hour Monday through Friday from 10:00 a.m. to 3:00 p.m.
- Ormond Mainstreet hosted the 7th annual Celtic Festival in Rockefeller Gardens and Fortunato Park on Saturday and Sunday. Festival hours were from 10:00 a.m. to 7:00 p.m. on Saturday and 11:00 a.m. to 5:00 p.m. on Sunday. Admission was \$5 for adults over age 12.
- Missing Peace Church group met at Bailey Riverbridge on Sunday from 10:30 a.m. to 11:30 a.m.
- Marian Tomblin gave a tour to 25 guests from St. Brendan's School at 10:00 a.m. on Monday and Tuesday.
- The Casements Guild Crafters met on Monday from 12:30 p.m. to 3:30 p.m. in Room 203.
- Docents gave a special tour to 20 guests from Westminster Woods Retirement Village on Monday from 3:00 p.m. to 4:00 p.m.
- Yoga class met on Tuesday morning at The Casements.
- Pilates class met Wednesday through Friday at The Casements.
- The Casements Guild held their monthly general body meeting on Wednesday from 10:00 a.m. to 11:30 a.m. in the gallery.
- The Casements hosted the annual Guild Appreciation Luncheon on Wednesday from 11:30 a.m. to 2:00 p.m. in the atrium and sunporch.
- Lohman's Healing Path Workshop met on Wednesday in room 205.
- Zumba class met on Thursday at Bailey Riverbridge.
- Swing into Spring concert series held its third free concert on The Casements' North Lawn on Thursday. Local band Moonlight Combo performed from 7:00 p.m. to 8:30 p.m.
- Casements Camera Club held their monthly meeting at Bailey Riverbridge on Thursday from 7:00 p.m. to 9:00 p.m.
- The Art Group took down their exhibit in the gallery on Friday from 8:00 a.m. to noon.
- Marian Tomblin gave a tour to 28 guests from Riverbend Academy on Friday at 10:00 a.m.
- A wedding rehearsal was held in Rockefeller Gardens on Friday from 4:00 p.m. to 5:00 p.m.

Parks Maintenance

- Citywide inspection of parks
- Inspected and posted for reservations at pavilions
- Joyce Ebbets Pier – Repair sprinklers and clean litter from water
- Central Park I – Replace soap dispenser in restroom
- Bailey Riverbridge Pier – Install engraved bench slats for memorial bench
- Andy Romano Beachfront Park – Remedy points on screws
- Nova Skate Park – Repair rail

Building Maintenance

- Preventative maintenance of City vehicles and equipment as necessary
- Weekly maintenance of fountains at PAC, Bailey Riverbridge, Arroyo, Riviera, Hospital Gardens Park, Fortunato and City Hall
- Weekly inspection of the water wheel and sump pumps at The Casements
- Tri-weekly inspection of DOT and facility lighting at various City locations
- Tri-weekly lighting inspection of airfield runways, taxiways and signage
- Preventative maintenance of City vehicles and equipment as necessary
- Replace ice machine water filters Citywide
- Meet fence contractor at WWTP
- Assist A/C contractor with damper installation at The Casements
- Check for an additional return in the new office at City Hall
- Clear outside men's toilet at Nova
- Repair the motor on the Atrium air handler at City Hall

- Assist contractor with demo at The Casements
- Return the marker stand to Community Events
- Repair the second floor urinal at City Hall
- Replace the toilet paper dispenser at the Ormond Memorial Art Museum
- Repair the soap dispenser at Central Park I
- Repair fence at the Sports Complex
- Pickup portable unit for second floor room at The Casements
- Repair the outside handrail at the Senior Center
- Repair the toilet in maintenance at WTP
- Repair the ballfield fence at SONC
- Check the restroom mag lock at Andy Romano Beachfront Park
- Meet contractor for splash pad repair at Andy Romano Beachfront Park
- Install new bronze plaque at The Casements
- Meet contractor for quarterly fire sprinkler inspections Citywide
- Check broken cleanout at maintenance office at Sports Complex
- Meet contractor for fence repair at the Airport
- Repair the entrance door at firing range at the Police Department

Police Department

Administrative Services

- Hosted Weekly Staff Meeting.
- Staff participated in the Entrance Interview and Static Display of the on-going Accreditation On-Site Process.
- Staff attended the 25th Annual Earth Day Celebration.
- Staff attended the Law Enforcement Torch Run at Daytona International Speedway.
- Staff attended an Awards Ceremony meeting hosted at the Police Department.
- Chief Godfrey attended Tyler training in the City Commission Conference Room.
- Staff attended the Field Training Officer Meeting hosted at the Police Department.
- Staff attended the "Shifters" bicycle ride with students from Ormond Beach Elementary School.

Community Outreach

- The R.E.A.D., Reading, Exploration, Adventure and Discover program for 2nd, 3rd, 4th and 5th grade continues. Forty-seven (47) youth are registered for a family event that will be held Saturday, May 13, at the Ormond Beach Sport Complex. This event is an opportunity for community businesses and community members to join together to support programs for at-risk youth in the Ormond Beach Community. R.E.A.D. is offered in partnership with Ormond Beach Elementary School on Tuesdays and Thursdays from 2:05 PM until 4:30 PM and 1:05 – 2:30 PM on non-early release Wednesdays.
- Staff participated in the Accreditation Static Display.
- The Donut Dash 5K
<http://getmeregistered.com/OBPALDonutDash5K>

Community Services & Animal Control

- Animal Calls responded to: 46
- Animal Reports: 9
- Trap Neuter Release: 5
- Animal Bites: 1

Criminal Investigations

- Cases Assigned: 19
- Cases Cleared by Arrest/Complaint Affidavit: 2
- Cases Exceptionally Cleared: 4
- Inactive: 18
- Fraud: 5
- Burglary Business: 1

- Burglary Residential: 2
- Larceny Car break: 1
- Grand Theft: 2
- Suspicious Vehicle: 1
- Sex Offence/Rape: 4
- Assaults: 1
- Police Information: 3

Records

- Walk - Ins / Window: 78
- Phone Calls: 82
- Arrest / NTA'S: 32
- Citations Issued: 99
- Citations Entered: 137
- Reports Generated: 164
- Reports Entered: 120
- Mail/Faxes/Requests: 30

Patrol

- Total Calls: 1,383
- Total Traffic Stops: 151

Operations

Crime Opportunity Report Forms

- 04/19/17
 - Theft, 32 Ocean Shore Boulevard (The Secret Attic). A backpack was taken while the victim was shopping.
 - Battery Domestic Violence Arrest, 292 South Ridgewood Avenue. Subject got into a physical altercation with his live in girlfriend, grabbed her by the neck and shoved her down.
- 04/20/17
 - Burglary Business, 410 South Nova Road (Florida Blood Center). Subject was found to have forced entry to a fenced in area that surrounds the air conditioning unit and used the water spigot. Subject was also found to be in possession of a wallet that belongs to another, along with a bicycle and backpack.
 - Burglary Structure, 5 Tomoka Trail. Victim advised that he has just recently noticed items missing from his pole barn. A 12 foot aluminum ladder, hanging deer feeder and a set of folding four wheeler ramps are missing.
 - Burglary Residence, 955 South Nova Road #22 (Oasis Mobile Home Park). Two televisions, a glass mason jar containing about \$50 in change and a Shop-Vac were taken.
 - Trespassing Arrest, 223 Arlington Way #B. Subject was found to be on the property after a trespassing warning had been issued within 6 months. He was taken into custody and transported to the Branch Jail.
 - Battery Domestic Violence Arrest, 24 Indian Trail. Victim advised she got punched in the face right above her right eye by her live in boyfriend. He was located and placed under arrest for Battery.
 - Narcotics Arrest, 601 Fleming Avenue. Subject was found to be in possession of 2 grams of marijuana and drug paraphernalia in Central Park.
 - Battery Domestic Violence Arrest, 19 North Yonge Street #14. Related subjects got into a physical altercation over a pack of cigarettes. One subject had numerous scratch marks on both sides of his face and scratches on his back from where he was shoved into the furniture. The other party was arrested.

- 04/21/17
 - Warrant Arrest, 123 North Orchard Street. Subject was arrested at a traffic stop for a traffic related warrant.
 - Burglary Business, 400 North United States Highway One (Total Comfort). Scrap metal stolen from the enclosed compound.
 - Theft, 17 Winding Woods Trail. Juvenile suspect was visiting during the weekend and stole approximately \$600 in items and cash. Contact was made with the juvenile suspect and parents. The parents agreed to resolve the issue.
 - Theft, 585 South Center Street. A mailbox was stolen from this location.
 - Sex Offense, 7 Mimosa Trail. 13 year old suspect was reported to have touched his 5 year old half-brother inappropriately.
 - Warrant Arrest, South Nova Road and Village Boulevard. Subject was stopped for a traffic violation and found to have an open warrant for his arrest for Failure to Appear reference a Petty Theft charge.
 - Warrant Arrest, 170 West Granada Boulevard (Ormond Beach Police Department). Subject walked to the police department and surrendered himself due an open warrant.
 - Narcotics Arrest, 100 Block West Granada Boulevard. Subject was pulled over for a traffic violation where drug paraphernalia could be seen in open view.
 - Battery Domestic Violence Arrest, 100 Block West Granada Boulevard. Officers were flagged down in reference to a physical altercation inside of a vehicle. One subject was arrested for the battery.
- 04/22/17
 - Grand Theft, 509 South Nova Road (All Aboard Storage). Theft of another person's jewelry by the person that is renting the storage unit.
 - Burglary Residence, 61 Division Avenue #C, Entry was make into the home by an unlocked window.
 - Battery Domestic Violence Arrest, 279 South Washington Street. Clothes were scattered about the outside of the residence from an altercation between two subjects. During the on-scene investigation, the victim was discovered to have burns to the rear of his right shoulder area, the other party was arrested.
 - Violation of injunction Arrest, 281 South Atlantic Avenue (Day's Inn Resort). Officers responded to the Stonewood Tavern and Grill in reference to a subject who walked in asking for law enforcement assistance. Investigation into the situation confirmed that the subject's grandmother has a current and valid Injunction for Protection against the subject who was attempting to gain access to her hotel room. He was arrested and transported to the county jail.
 - Open House Party Arrest, 32 Minnow Drive. Officers responded to a report of a large house party getting out of hand. A large house party of high school aged subjects was located and most of the minors fled the scene. Contact was made with a juvenile who was issued a Notice to Appear for Open House Party and released on scene; her father (and homeowner) arrived and took custody of the home.
 - Traffic Arrest, 156 Seton Trail. A suspicious vehicle was located and a traffic stop conducted. The driver was an underage juvenile with no license who had taken her mother's vehicle without permission. All three juveniles were uncooperative with officers; the mother of the female occupants responded and took custody of them.
 - Disorderly Conduct Arrest, 548 South Ridgewood Avenue. Resident called 911 stating that his ex-girlfriend was outside the residence banging on doors and windows. She was observed banging on doors and windows and a neighbor was outside looking at the commotion. Defendant arrested for Disorderly Conduct and transported to the county jail.
- 04/23/17
 - Battery Domestic Violence Arrest, 284 Military Boulevard. A subject threw an extension cord and dirt at his sister. He was located in a disabled vehicle in the 300 block of South Nova Road and arrested.
 - Narcotics Arrest, 100 Block North Tymber Creek Road. A traffic stop was conducted where 15 grams of marijuana and narcotic paraphernalia was located within a vehicle.

- Stolen Tag, 205 South Atlantic Avenue (Best Western). Florida tag CB4ZL was removed from a vehicle at this location.
- Battery Domestic Violence Arrest, 47 Benjamin Drive. Officers responded to a report of male and female in a physical fight in the driveway of the residence. Female was found to be the primary aggressor of the fight and was arrested.
- Narcotics Arrest, South Halifax Drive and East Granada Boulevard. Vehicle was stopped for a traffic violation and suspicious movements were made by the rear seat passenger and additional officers were called to assist. Narcotics were located within the vehicle.
- Warrant Arrests, 19 North Yonge Street #68 (Granada RV Park). Two subjects were contacted and found to have open felony warrants for Violation of Probation in reference to Grand Theft out of Polk County. Both subjects were taken into custody and transported to the Branch Jail.
- 04/24/17
 - Sex Offense, 26 Fair Oaks Circle. Victim reported that she had been sexually assaulted by her ex-boyfriend. Victim would only provide minimal information and does not want to prosecute at this time.
 - Battery Domestic Violence Arrest, 250 Selden Avenue. Subject pushed his girlfriend against a wall during an argument. He was arrested without incident.
 - Traffic Arrest, South Nova Road and Hand Avenue. A call was received of a male passed out behind the wheel of a vehicle. A subject was found behind the wheel and arrested for Driving While License Suspended (knowingly).
- 04/25/17
 - Child Abuse, Battery Domestic Violence Arrest, 91 Ford Street. Two subjects were in an argument when it turned physical and a minor attempted to break up the fight that was pushed in the process.
 - Burglary, 409 Sauls Street. A Scooter was stolen from the open carport area at this location.
 - Grand Theft, 415 Parque Drive. A "Reese" trailer hitch off of an Igloo Air work van was taken from this location.
 - Burglary Residence, 34 Dormer Drive. Forced entry was made to rear back glass door. One safe was stolen and a large gun safe was moved to the front door.
 - Theft, 93 River Beach Drive. Tag decal stolen off of license plate.
 - Grand Theft, 20 Holly Street. Multiple tools taken from this location.
 - Car Break, 545 West Granada Boulevard (Chiropractic Office). Stihl pole saw was taken from an open utility trailer.
 - Burglary Residence, 19 North Yonge Street #3. Unknown subject broke out a rear window to the trailer and tried to grab a DVD player out of the house, but wasn't successful.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 60
 - Number of Uniform Traffic Citations Issued: 46
 - Number of Written Warnings Issued: 15
 - Number of parking tickets issued: 1
- Traffic Crash Reports
 - Number of Crashes without Injuries: 11
 - Number of Crashes with Injuries: 1
 - Number of Fatal Crashes: 1

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 2 Cases initiated
- Zone 2: 2 Cases initiated
- Zone 3: 5 Cases initiated
- Zone 4: 2 Cases initiated
- 2 signs have either been removed or sign cases created.

- 22 tree removal permit requests.
- Administrative staff assisted with four (4) walk-ins and seventy-four (74) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - Water Treatment Plant Controls and Pump Upgrade – Consultant finalized record drawings, and the project is complete.
 - Police Department Sally Port – The Contractor has completed 80% of the proposed work and will return to replace the entry door as soon as it arrives in May.
 - 2017 Storm Drain Pipe Lining – Staff held a pre-construction meeting on April 20.
 - Seawall Repair at Ames and Riviera Parks - A pre-construction meeting was held on April 26.
 - Sanitary Sewer Inspection – The Contractor has inspected approximately 40,000 feet of the 93,238 feet of sewer systems in the contract. They are working in the John Anderson Drive area, and then moving to South Beach Street.
 - 2017 Roadway Resurfacing – The Contractor is moving to the Lakebridge area and preparing MOT and work plan for Amsden Road.
 - 554 Riverside Drive – The Contractor has completed the new stormwater outfall pipe installation, and is working on site cleanup
 - Design Projects:
 - South Peninsula Reclaimed Water Expansion – Consultant has recommended awarding this contract to General Underground from Groveland, Florida, in the amount of \$2,199,918.42. Bid approval is scheduled for the May 2, 2017, City Commission meeting.
 - West Ormond Community Center – A joint meeting with the LSAB and QLB Boards was held on March 8 to present and discuss the project. A community input meeting was held on April 6 at 6:00 pm at Pathways Elementary School. A second community input meeting is planned for April 27 at 6:00 pm at the Senior Center.
 - Ormond Sports Complex Field 9/10 Lighting – Staff is finalizing the LED lighting designs of soccer fields 4-6 (Hurricane Matthew Damage – Insurance and FEMA funded) and multi-use fields 9 & 10. To have the fields ready for the fall season, staff has requested a turn-key installation proposal from one of our construction management firms under continuing contract.
 - WTP Sludge Residuals Facility Improvements – Met with Consultant to kick-off the design phase of the project. Design is underway. Sixty percent (60%) plan submittal was received and is being reviewed. Staff has asked the engineer to look into the screw press design technology for sludge dewatering. Screw presses could save the City up to \$60,000 per year in operating costs in comparison with the continued use of centrifuges. Andritz has agreed to come on site to perform a pilot test of their screw pump to confirm its ability to dewater the lime sludge. This will occur in June.
 - Cassen Park Public Dock – The Army Corps of Engineers has issued the public notice for the permit and no comments were received. The consultant submitted the response to FDEP for the RAI received and expect that permit processing will follow shortly. Staff submitted the grant application for resubmittal to FIND and FFWC for grant funding for construction costs.
 - WWTP Sludge Dewatering Improvements – Design kick-off meeting was held. Consultant is proceeding with design.
 - Effluent Outfall Replacement – Two Bids for the project were received. The bids were above the engineer's estimate and the budgeted amount. Staff is investigating the possibility of slip-lining the existing outfall in order to determine if this is a viable alternative repair option. The outfall pipe was televised with an underwater camera along

the 1,000 feet of outfall pipe. After the report and video has been reviewed, we will decide the best course of action for repairing the outfall.

- Forest Hills Connector Trail – Staff is finalizing 90% submittal to FDOT.
- CDBG (canoe kayak launches) – Staff is soliciting written installation proposals to complete the installation of both stored launches. We recently received notification from FDEP that our application for permit was approved.
- Ph III 2-Inch Water Main Replacement – Mainland – Bids were opened on April 11, McMahan Construction is the apparent low bidder. Bid Award anticipated for June 6 City Commission meeting.
- Ph III 2-Inch Water Main Replacement – Peninsula – Consultant has recommended contract award to Utility Services from Loxahatchee, Florida, in the amount of \$1,196,342.00; this contract is scheduled to be awarded by City Commission at the June 6 meeting.
- Downtown Stormwater Phase 2 – Consultant is working on bid documents for Phase 2 including the reworking of New Britain Avenue.
- Fleming Ave Stormdrain Improvements – Consultant has completed the preliminary Engineering and cost estimate. Staff is proposing to apply for HMGP funding for this project available through Hurricane Matthew. The project estimated cost is \$650,000 and if an HMGP grant is approved it would fund 75% of the project's cost.
- Wilmette Avenue Pumping – Staff is investigating FEMA HMGP grant options for this project as Tier 1 funding is expected to be made available following the disaster declaration for Hurricane Matthew. A Volusia County Local Mitigation Strategy Initiative Proposal Form (LMS) has been submitted for inclusion on their priority list for FEMA funding. Final modifications are being made to project plans and specifications.
- Laurel Creek Stream Gauges – Staff is working with a stream gauge supplier to prepare a scope of needs and proposal to monitor Laurel Creek and the Central Park Lakes at five locations.
- Cassen Park Restroom Replacement – Conceptual design was submitted and is under review.
- Rockefeller Gardens Shade Screen - Conceptual design was submitted and is under review.
- Hurricane Matthew Damage Repairs at the WTP and WWTP – Roof repairs at the Water plant and Wastewater plant are underway.
- CDBG 2017 Trail & Sidewalk – Bids were opened on April 12 and are under review.
- OBSC Improvements – Field 3 Lighting – The area is scheduled to be surveyed so the preliminary design can be finalized and submitted to FAA for review and pole height approval.
- OBSC Improvements – Championship Field 7 – The survey work is complete and staff is reviewing preliminary layouts.
- PD Security Fencing – PO has been issued for the fence purchase and installation.
- North US1 Landscaping Ph II – Design plans were submitted to FDOT for review and permit.
- Sandpiper Lane Drainage Improvements – Design is being finalized, staff is preparing the project manual for bidding.
- Water Plant Upgrades – Staff responded with comments on the proposed scope of work; the Consultant will be providing a revised scope and fee schedule.
- Secondary Raw Water Main – Staff met with a Consultant to request a scope of work for the secondary raw water main project. The consultant has submitted a proposal and staff is reviewing.
- Wastewater Plant Influent Pump Station – Staff has set up a meeting with a consulting Engineer to prepare a scope for a Power Quality Assessment and VFD replacement recommendations at the WWTP.

- Departmental Activities
 - Reviewed plans and created approved Work-in-the-Right-of-Way permit for 14 Sunshine Blvd., per Brighthouse request.
 - Reviewed plans and created approved Work-in-the-Right-of-Way permit for 1330 Fleming Avenue, per AT&T request.
 - Continued the update of the Forest Hills Connector sidewalk construction plan set to reflect FDOT comments.
 - Researched and provided as-built copies of Breakaway Trails elevated storage tank, per Utilities Division request.
 - Researched and provided as-built copies of Tuscany Off-site Utilities, per Wastewater Division request.
 - Completed Tree-in-the-Right-of-Way locates at 109 Colina Place, per Neighborhood Improvement Division request.
 - Completed Tree-in-the-Right-of-Way locates at 116 Rio Pinar, per Streets Division request.
 - Began research and started drawing for 141 Capri Drive sketch and legal description, per Planning Division request.
 - Created Tennis Center Building site map for CIP document backup.
 - Created Stormwater Flow Map for The Falls Subdivision area to determine HOA pond maintenance responsibilities.
 - Updated Roadway Resurfacing maps, per Project Manager's comments.
 - Updated CMP Rehab maps, per Project Manager's comments.

Environment Management

Street Maintenance - Asphalt/Concrete

- Poured sidewalk on S US 1, pulled form boards
- Check sprinkler line at Aaron Cir
- Cut Melrose driveway, removed broken section, formed and poured
- Repaired broken sidewalk on Old Tomoka at Bennett Ln

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
- Set up/take down Earth Day event
- Tree inspection at Airport
- Trimming in Ormond Lakes Subdivision
- Removed hollow Oak tree on Colina Pl

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
- Earth Day preparations

Sign Shop

- Repaired, replaced or installed signs at the following locations and other jobs:
 - Citywide locations, checked for signs that might need attention

- Fabricated various signs & decals for upcoming jobs
- Washed & cleaned signs in various locations
- Ordered Sign Shop materials
- Earth Day preparations
- Checked out sign that was knocked down at US 1 & Wilmette Ave
- Installed (2) new HIP Stop signs in Ormond Green
- Installed (2) new street names at Airport Rd/new subdivision – River Vale Ln & River Square Ln
- Checked for installing more “No Parking” signs at Ormond Beach Elementary
- Installed “No Outlet” sign on Scottsdale Dr
- Dropped off “Reserved Parking” signs for PD parking lot

Stormwater Maintenance

- Pond maintenance on Timberlake Ln, Airport
- Pipe inspection on Dormont Dr and John Anderson Dr
- Carp gate/pump stations inspected
- Locates Citywide
- Basins inspected/cleaned Citywide
- Pipe replacement on Riverside Dr; remove pipe plug from system
- Put away Earth Day supplies
- Pond maintenance at ABC pond, Division pond, and Bennett Ln
- Ditch maintenance on Division & Cherrywood
- Picked up sandbags from The Casements

Reach-out

- US1, Ballfields, Breakaway Trails yard

Street Sweeping/Streetsweeper

- 115 miles of road cleaned
- 28 cubic yards of debris removed

Fleet

- Mileage traveled by all departments for the week: 18,237
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 4
 - Non-Emergency Vehicles and Equipment: 7
- Road Calls for the week: 1
- Quick Fleet Facts:
 - Fuel on hand: 8,791 gallons unleaded, 7,633 gallons diesel
 - Fuel used in one week: 2,096 gallons of unleaded and 716 gallons of diesel.
 - Fleet completed 26 work orders this week.

Utilities

- Projects Summary
 - Breakaway Utilities Yard Electrical & Pump Upgrades – Specifications are being prepared. Engineer’s estimate was received for construction. The estimated cost is \$470,000.
 - Biosolids Hauling & Disposal 2017 – A piggy back contract with Daytona Beach is being pursued. Awaiting Daytona Beach award and execution scheduled for May 3, 2017.
 - Fire Hydrant Replacement Program – Additional hydrants are being replaced.
 - Lift Station 8M1 – Received a draft easement description for review. A request for clearance form is being processed. Field checked as-builts and provided comments.

- Lift Station 10M & 12M Rehabilitation – A pre-bid meeting was conducted to describe the project. FDEP permit application forms are being processed.
- Sanitary Sewer Piping Video Investigation & Engineering Report Project – Approximately 40,000 feet of the piping has been televised and inspected.
- Shadow Crossings Force Main Improvements – Field checked as-built drawings. Comments were sent to the contractor for inclusion into the drawings.
- Sodium Bisulfite Tank Replacement – Preliminary plans review underway.
- Elevated Storage Tank Repairs & Maintenance – Two (2) bids were received and bid amount well exceeds current project budget. Information was sent to the design engineer for comments.
- South Peninsula Reclaimed Expansion – Contract is scheduled to be awarded to General Underground in the amount of \$2,199,918.42 at the May 2, 2017, City Commission meeting.
- Water Plant Aerator Housing Rehabilitation (CIP) – The down draft piping length needs to be checked on aerator #2 to make sure that the open end is submerged in the wetwell.
- Water Plant Pump & Control Upgrades – The final inspection was held on April 19, 2017. The project is completed.
- Water Plant Lime Sludge Dewatering Improvements – Andritz's schedule has opening in the middle of June to set up screw pump equipment pilot tests to determine capabilities of their equipment to appropriately dewater lime for water plant purposes. Samples will be collected by manufacturer's representative prior to testing.
- WWTP Outfall Pipe Replacement – Pipe King was selected to televise the outfall pipe at a cost of \$3,988. Televising was performed on April 26, 2017.
- WWTP Sludge Dewatering Improvements – Pilot testing to be performed middle of June by Andritz.
- Utilities SCADA Upgrades – Additional radio survey to determine feasibility of using the Leeway Tank to enhance radio transmission capabilities scheduled for next week.
- 2016 2-inch Water Main Replacement Phase 3 Mainland – McMahan Construction is the apparent low bidder. The contract is anticipated to be awarded on June 2, 2017.
- 2016 2-inch Water Main Replacement Phase 3 Peninsula – The low bidder is Utility Services in the amount of \$1,196,342. The contract is scheduled to be awarded at the June 2, 2017, City Commission meeting.
- Volusia County for Right-of-Way Utilization Permits – The construction of the service line at 2903 John Anderson Drive did not pass inspection. Additional grading and sodding is required to stop soil erosion into the storm drains. A plan and schedule was sent to Volusia County for approval.
- SPRC Projects (Utilities Review)
 - Argosy Beach Parking – Reviewed plans and provided comments.
 - Celedine Subdivision – Discussed plan comments with the design engineer and potential options to serve the adjacent commercial areas by connecting to the gravity line that discharges to the Hunter's Ridge lift station.
 - Granada Oaks – 595 West Granada – Received plans for review.
 - Hunters Ridge – Reviewed master plan with the design engineer.
 - Independence Recycling – 800 Hull Road – Reviewed plans and provided comments.
 - Kingston Shores – Reviewed plans and provided comments.
 - Race Trac - 1521 S. US 1 – Reviewed plans and provided comments.
 - Commercial Sampling Manhole – Distributed sampling manhole details for review.
 - 589 South Yonge Street – A wall is required to be installed on the east property line. Reviewed location plans for the proposed wall on the east property line and provided comments.
- Water Treatment
 - Delivered 40.30 million gallons for the week ending April 21, 2017 (5.78 MGD).
 - Backwashed 12 filters for a total of 647,000 gallons backwash water.
 - Raw water average daily withdrawal rate from all wells through March 31, 2017 @ 6.053 MGD, SJRWMD 2017 allocation @ 7.321 MGD.

- Produced & hauled 67.5 wet tons of dewatered sludge (65 - 70% solids).
- Operated north & south plant generators for routine PM.

- Waste Water Treatment
 - Domestic and Industrial Wastewater flow was 28.73 Million Gallons.
 - Influent flows average for week @ 4.10 MGD, plant designed for 8 MGD.
 - Produced 27.96 Million Gallons of Reuse.
 - Produced 0.77 Million Gallons of Surface Water Discharge.
 - Annual Average (April 01, 2016 – March 31, 2017) for Surface Water Discharge 0.899 MGD.
 - Hauled 175.99 tons of dewatered residual solids (14%-18% Solids).

- Water Distribution
 - Responded to and/or repaired 7 water leaks.
 - Installed 11 new residential water meters.
 - Replaced 3 malfunctioning residential water meters.
 - Replaced or repaired 17 water meter boxes.
 - Replaced 8 water services due to low flow or leaks.
 - Performed pressure testing of 7 City owned backflow preventers.
 - Responded to 9 reports of customer concerns regarding low pressure, cloudy water or assistance with other plumbing needs.
 - Performed maintenance on 65 fire hydrants located in Ormond-by-the-Sea/Volusia County fire District.
 - Locate & exercise 22 valves in Breakaway Trails (including installing concrete collars). Assist WW Collections locate and exercise a 10" valve in Il Villaggio.
 - Repair a 6" AC water main leak on Tomoka Oaks Blvd.
 - Performed accuracy testing on 4 ea. 2" and 3 ea. 3" commercial water meters. All tested accurate.
 - Rescind all outstanding boil water notices.
 - Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 135 regular and 2 emergency utility locates for the previous week.

- Wastewater Collection – Reuse
 - Crews responded to 4 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 1 in the conventional system service area. Responded to 3 reuse trouble calls.
 - Responded to 15 Request for Utility Verifications for residential and commercial properties.
 - Found issue with SR-40 FM - repaired. Il Villaggio FM pressures near 8 psi since repair – OK.
 - Assisted Lift Stations in cleaning 3 wetwells.
 - Diverted PEP FM flow from Breakaway to Il Villaggio.
 - Replaced broken TORO valve with ball valve at 45 Coquina Ridge Way
 - Continue to assist contractor with locating manholes.
 - Checked force main pressure on Ocean Shore Blvd. AM/PM Spanish Waters @ 9/9 psi, Ocean Mist Hotel @ 10/5 psi, Ormond Mall @ 0/0 psi.
 - Low pressure sewer gauge readings: AM/PM Foxhunters Flat (4 inch) 12/13 psi, Westland Run 13/20 psi & Shadow Crossing Blvd. (4 inch) 2/4 psi.

- Wastewater Plant – Lift Stations
 - Effluent Transfer Pump #1, called in by Operator on Shift, found blown fuse at disconnect switch, replaced fuse with new inventory, ok.
 - Sand Filter #1, Back Wash Pump not operating, replaced with new inventory, ok.
 - Sand Filter #2, Wash Water Pump, Skimmer Pump not operational, broken flex hose at wash pump, replace all with new inventory, ok.
 - Post Anoxic Basin, repair/replace multiple Spray Mist Heads throughout system, ok.
 - Walmart LS, assist Vac truck crew clean wetwell after Il Villaggio force main cleaning, ok.
 - River Oaks LS, connect high level float, remove all nonessential wiring after removal of non-operational Flygt pump controller, will update when complete.

- Dewatering Pump #1, fault at controls, pull pump to clear blockage at volute, ok.
 - Il Villaggio – force main pressures corrected, lift station operating normally, ok.
 - Influent Room, oversee transfer of pump positioning, ok.
 - Shop, housekeeping all areas.
 - McDonalds, Saddlers Run weekly odor control and wet well cleaning.
 - WIN911 monitor/response: Nothing to report.
 - SCADA monitor/response: 2M, both pumps stuck on, clean probe, ok; 10M, no starts #1, reset motor starter, amp draw nominal, pull both pumps to replace both impellers & wear rings, ok; Ormond Mall, no starts #2, reset motor starter, ok; Towne Square, 4M1, high starts, clean probe, ok; Ormond Lakes #1, #2 stuck on, clean probe, ok.
 - SCADA technician activities: Escort/assist radio path survey contractor at multiple offsite locations to support SCADA project.
 - Weekly Plant PM's: Grit Snail; Poly Blends, #1, #2; Clarifiers, #1, #2, #3, #4; Digester Blowers, #1, #2, #3; Bar Screens, #1, #2.
 - Monthly Plant PM's: Sand Filter #2; Sand Filter #3;
 - Quarterly Plant PM's: Screw Pump #3;
 - Lift Station PM's: 19 monthly performed.
 - 56 work orders completed and closed for this section for this week.
- Water Plant – Well Fields – Booster Stations – Reuse System
 - Maintenance building, assemble new safety cabinet, ok.
 - Plant ice machine, replace outdated water filter.
 - Rima Wells 35, 36, 37, 38, begin installation of time delay start relays for generator operation.
 - Leeway Tower, drain pump motor not operating, correct deficient wiring at motor, reset and confirm operation of drain valve controls, will monitor for correct operation.
 - Standish Booster Station, Storage tank MOV, Install and connect electrical controls, test and return to service, ok.
 - Shadow Crossings Reuse, meet with representative from CROM Corp for viewing of repairs to mechanical level gauge, awaiting sole source quote for repair of same.
 - H.S.P. 5, 6, Replace packing material at rotating assembly, perform service and clean, ok.
 - Aerator blower manifold, assist operators with assembly of damper cover.
 - PM's: All high service pumps; Aerator pumps 1, 2, 3.

Wastewater Collection/Treatment/Disposal Regulatory Activities

- Local Limits Evaluation – Staff completed the sampling required to evaluate the Utility's current local limits. Analytical reports received from the contract laboratory. Staff reviewing and inputting lab analysis results to LIDS Program for comparison with current limits. The limits are a part of the Industrial Pretreatment Program to ensure the safety and sustainability of the waste water treatment facility.
- High Copper Level Consent Order – Staff is preparing the quarterly report required by the consent order. The report will highlight finding and activities related to maintaining compliance with the order.
- Reuse Groundwater Monitoring Report – Staff is preparing the quarterly report for the 1st quarter sampling activities to the FDEP. The report provides the analytical and field data for the sampling event.

Water Supply/Treatment and Distribution System Regulatory Activities

- Consumer Confidence Report – Staff received approval from the Volusia County Health Dept. of the City's analytical data to be included in the 2016 CCR. Staff is now constructing the full report. The report will be provided electronically for the third year. The CCR provides the City's potable water customers information.
- Cross Connection Control Annual Report – Staff submitted a revision of the first annual CCC report to the Volusia County Health Dept. and received approval of the report. The report highlights the City's 83% compliance rate on the backflow prevention device testing for the 2016 calendar year.

Support Services/City Clerk

In addition to routine departmental activities such as public records requests, transcribing minutes, updating insurance information for City contracts, maintaining the City website, assisting staff with and maintaining the agenda automation system, records management, document imaging, proclamations, assisting citizens and directing calls at City Hall, handling phone requests/repairs, and providing research projects for citizens and staff, the following projects are underway or have been completed:

- City Clerk attended weekly meeting with Assistant City Manager
- City Clerk attended weekly City Manager Staff Meeting
- Staff attended and provided support for April 26, 2017, Budget Advisory Board Meeting
- City Clerk attended Claims Committee Meeting on April 27, 2017
- Agenda packet preparation, creation, and distribution for May 2, 2017, City Commission Meeting