

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: June 2, 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:

- Agenda review

Spoke to, attended and/or met with:

- Memorial Day Service
- Mayor Partington discussed various topics
- Attended FCCMA Annual Conference

Community Development

Planning

- The Planning Director begins vacation on June 1 and will report back to the office on June 26. All building code related issues should be directed to Chief Building Official Tom Griffith and all Planning/Development code related issues should be directed to Senior Planner Steven Spraker. Steven Spraker will be responsible for all Departmental administrative matters and will represent the Planning Director at City Commission meetings.
- A neighborhood meeting for the Shoppes on Granada, Phase 2, will be held at the Assembly Hall of the Church of the Holy Child, located at 1225 West Granada Boulevard on Monday, June 5, 2017. The meeting begins at 6:30 pm. The project involves 36,850 gross square feet and is located at 1268 West Granada Boulevard.
- The Department prepared and submitted the annual CRA reports for the Downtown and North Mainland for inclusion into Volusia County's Council FY 2016 CRA annual report.

Building Inspections, Permitting & Licensing

- 7 new business tax receipts issued
- 488 inspections (16 by Private Provider)
- 175 permits valued at \$2,867,922.00

Development Services

- No applicants were scheduled to meet with the SPRC this reporting period.
- Projects receiving Building Permits and percent completed are provided below.

Project	% Complete	
146 North Orchard Street	95%	CO contingent upon site completion (landscaping)
783 North US 1	30%	
Antares of Ormond Beach	0%	Building Permit issued on March 21, 2017
McDonald's, 1530 North US 1	98%	Construction completed. Waiting on As-builds.

McDonald's, 105 Interchange Boulevard	98%	Construction completed. Waiting on As-builds.
Pet Street Vet, 240 South Nova Road	5%	
Realty Pros	82%	
Specialty Surgery Center	60%	
Valiant Diners, Phase 2	5%	
Huntington Villas, Phase 1B	50%	
Ormond Renaissance Condo	65%	
Plantation Oaks Phase 1 Utilities	15%	

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 and the facilitation with Career Source for training grants.
- Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
 - Staff presented the City's economic development happening to the attendees of the bi-monthly Chamber of Commerce Economic Prosperity meeting.
- Prospective Business Attraction/Retention/Expansion
 - Staff continues the ongoing outreach to Ormond Beach businesses to assist with expansion opportunities.
 - Staff is working with Edgewell in their continued capital investment and infrastructure upgrades to improve the US 1 manufacturing plant including fire pump system, storage tanks, underground drains, and roadway egress points on US 1.
 - Staff met with a potential restaurateur who visited several available sites in the City. The company continues to review the alternative sites in Ormond Beach.
 - Staff is working with a national grocer to locate a suitable site for a new store location.

Airport Operation and Development

- The bi-annual application of herbicide along the airport's runways and taxiways was largely completed last week. Crews were unable to apply herbicide along Runway 8/26 due to the high volume of traffic. Staff is working with the contractor to re-schedule the herbicide application for this runway.
- The airport's Automated Weather Observing System (AWOS) was accidentally struck by a lawn tractor, but suffered very minor damage and remains fully functional. Staff has acquired a quote for repairs, which will be completed during the next scheduled inspection of the system.
- Repairs to Gate No. 9 at the airport have been completed.
- A pre-response meeting for RFQ 2017-27 will be conducted on June 6th at 2:00 p.m. This RFQ pertains to the design phase of the project to rehabilitate and extend Runway 8/26.
- Staff has been advised that the FAA will be sending a crew to the airport next week to pressure clean and repaint the FAA's VORTAC facility. The VORTAC is a navigational aid for aircraft pilots consisting of a co-located VHF omnidirectional range (VOR) beacon and a tactical air

navigation system (TACAN) beacon. Cleaning and repainting the VORTAC is the final stage of the FAA's complete rehabilitation of this facility.

Finance/Budget/Utility Billing Services/Grants/PIO

Finance

- On-going Projects
 - FEMA reimbursement preparations are in progress.

- Completed Projects - Weekly
 - Processed 34 Journal Entry Batches.
 - Approved 23 Purchase Requisitions totaling \$1,771,476.77.
 - Issued 33 Purchase Orders totaling \$1,548,511.28.
 - Prepared 132 Accounts Payable checks totaling \$121,114.54 and 34 Accounts Payable EFT payments totaling \$176,046.49.
 - Issued 643 past due notices on utility accounts.
 - Auto-called 55 utility customers regarding receipt of a past due notice.
 - Processed 253 payments through Interactive Voice Response System totaling \$22,392.14.

Grants/PIO

- Public Information
 - Press Releases
 - Seawall and Sidewalk Repair, 458 South Beach Street (Begins 6/6)
 - Open Gym CANCELLED (5/26)

- 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.
 - Completed Employee Newsletter for June 2017.

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

Fire Department

- Weekly Statistics
 - Fires: 7
 - Fire Alarms: 8
 - Hazardous: 1
 - EMS: 82
 - Motor Vehicle Accidents: 7
 - Public Assists: 52
 - TOTAL CALLS: 157

 - Aid provided to other agencies: 18 Calls – Daytona Beach (7), Holly Hill (2), Volusia County (9)
 - Total staff hours provided to other agencies: 18
 - # of overlapping calls: 52
 - # of personnel sent with EVAC to assist with patient care during hospital transport: 3
 - Total EMS patients treated: 63
 - Keetch-Byram Drought Index (KBDI) East Coast Volusia: 537
-
- Training Hours
 - NFPA 1001: Firefighting 30
 - NFPA 1002: Driver 18
 - NFPA 1021 Officer 9

- NFPA 1500: Safety/Equipment 13
- NFPA 1620: Preplanning 17
- TOTAL TRAINING HOURS: 87

- Station Activities
 - Updated 11 pre-fire plans
 - Conducted 5 fire inspections
 - Serviced 20 fire hydrants
 - Participated in Memorial Day Remembrance Service at Rockefeller Gardens

- Significant Incidents
 - 5/27/17, 1:44 PM: SR 40/Airport Rd. – Brush Fire – Upon arrival found a slow moving brush fire in light to moderate fuel – fire was contained to approximately 6 acres with no structural endangerment – assistance received from Flagler County Fire Flight, Florida Forestry and Volusia County Fire – cause of fire undetermined but no suspicious activity found – crews monitored area throughout the night and following days.
 - 5/29/17, 2:40 PM: 1446 W. Granada Blvd. – Brush Fire – Responded to a brush fire behind Lowes – Florida Forestry made access with two tractors and cut a perimeter around fire – area was contained to approximately three acres – back-burning was conducted inside perimeter to minimize available fuel – wind pushed fire away from homes in Chelsea Place subdivision – smoke in the area for several days unless significant rainfall occurs – fire to be monitored until completely extinguished.

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.
 - Firefighter/EMT (Fire) open 5-24-17 until 6-4-17. Advertised on National Testing Network and internally.
 - Part Time Recreation Leader (Nova/Leisure Services) open 5-26-17 until 6-9-17. Advertised on City web site, governmentjobs.com, and internally.
 - Part Time Recreation Leader (Gymnastics/Leisure Services) open 5-31-17 until 6-9-17. Advertised on City web site, governmentjobs.com, and internally.

 - Applications Under Review
 - Maintenance Worker II (Water Distribution/Public Works)
 - Part Time Office Assistant I (HR)

 - Interviews Scheduled
 - Public Works Director (Public Works)
 - Maintenance Worker II (Wastewater Collection Reuse Distribution/Public Works)
 - Office Assistant IV (Support Services)
 - Part Time Community Events Technician (Leisure Services)

 - Background/Reference Checks/Job Offers
 - Police Officer (Police)
 - Summer Camp Counselors

- Employee Events
 - Skin cancer screening for HSA contribution continues until December 31
 - Blood drive at City Hall June 5
 - New employee orientation June 14

- Risk Management Projects
 - Prepared for and attended liability claim mediation and pre-trial meeting
 - Prepared several property damage subrogation claims

- Researched and managed liability
- Assisted workers' compensation claims management
- American Cancer Society fundraiser wrap-up and event planning

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects
 - Finance/Community Development – CRM system replacement – Phase 1 Go-Live May 1 with the Tyler Munis financials and purchasing. Week 5 builds on the successes of the first few weeks with minor tweaks. Users are settling in to the new ways of working with the system and workflows.
 - Police Department – Network fileserver replacement and reorganization of storage hierarchy. Ongoing discussions.
 - IT Strategic Plan – Working with the consultant to wrap up documentation requests and site visits. Ongoing discussions have been taking place.
 - Enterprise Infrastructure
 - iSeries system (HTE Sungard Naviline): None
 - Windows Servers: None
 - Networking System: None
 - Work Orders
 - New: 8
 - Completed: 48
 - In progress: 38
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 30,927
 - Inbound E-Mails Blocked: 12,494
 - Delivered Inbound E-Mails: 18,433
 - Quarantined Messages: 1,412
 - Percentage Good Email: 59.6%
 - Virus E-Mails Blocked: 2
 - Notable Events: None
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 3
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 9
 - Information Requests from External Organizations: 0
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 0: Total in system = 1,314
 - Meters GPS Located this week: 0: Total in system = 23,459; 22,716 potable, 732 Irrigation, 11 Effluent
 - Notable Events: None

Leisure Services

Administration

- Public Works Meeting
- Assistant City Manager's Meeting
- Janitorial Services Meeting
- Met with Landscape Contractor for Weekly Updates
- Park Visits
- Memorial Day Remembrance Rehearsal and Service

- City Services Meeting
- Movies on the Halifax

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
- Meeting at garden Thursday/Friday
- Preparation for Honey Bee Program 6/3
- Checking into improving schedule plan for summer camp
- Contacting current gardeners and fill any plots if they are relinquished; contact gardeners about planting date 6/15
- EDC Weekly Attendance 5/20 to 5/26: 59

Athletics

- The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday and Friday at 1 pm at the Sports Complex.
- Lady Renegades are holding practices for their two teams on Tuesday and Thursday nights at 6 pm at the Sports Complex on the Softball Quads.
- Louis Camacho is renting Soccer Fields 2 and 9 for 6-a-side Soccer on Monday nights.

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
- Prepped fields at Softball Quad for Lady Renegades practices
- Dragged infields/sprayed weeds/weedwacked at Osceola Elementary and South Ormond
- Blew out batting cages and dugouts at Wendelstedt, Kiwanis, and Softball Quad Fields
- Raked and dragged crimson stone at Wendelstedt in front of dugouts and on warning track
- Dragged all 20 fields daily and marked when needed
- 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 and Nova Fields
- Watered all 18 clay infields when needed
- Prepared fields for upcoming USSSA baseball tournament
- Removing goals, benches and toters from all soccer fields, excluding Fields 2,4 and 9

Senior Center

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

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 8:30 am to 12:30 pm
- The Performing Arts Center hosted the following events:
 - Hindu Association of Daytona Beach, Tuesday, 8 pm to 11 pm
- The Performing Arts Center is prepared to host the following events:
 - Dancing and Acting Ms. Debby presents: "A Night at the Museum", Sunday, 1:30 pm-4:00 pm

South Ormond Neighborhood Center

- Splash pad open through November 31
- Open park and playground sunrise to 11pm daily
- Fitness room
- Open gym
- Youth baseball practice Tuesday/Thursday
- Staff working on summer camp preparation
- Pavilion rental Saturday/Sunday

Community Events

- Weekly administrative tasks, office work, meetings and activities
- Memorial Day rehearsal and Remembrance Service
- Cleanup and organization of equipment and supplies from Memorial Day
- Follow up and correspondence of Art in the Park surveys and feedback
- Assisting Senior Games tasks
- Planning of 2017 events through July
 - Reel in the Fun Fishing Tournament – June 17
 - Independence Day Celebration – July 4
 - Summer Sounds Concert Series – July 14, 21 & 28

Gymnastics

- Classes are going well and growing
- May session in progress
- Registration is open for June session
- Planning summer Open Gym and clinics
- Trial classes are being offered to attract potential students

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.
- Drop-in Club met on Wednesday.
- Staff is preparing for Camp T-Rec and the summer camp counselor training that will take place at Fire Station 92 from 9 am to 2 pm this Saturday.

The Casements

- Guild tours were given on the hour Tuesday through Friday with the first tour at 10:00 a.m. and the last tour at 3:00 p.m. Saturday tours were given at 10:00 a.m. and 11:00 a.m.
- The Memorial Day Remembrance Committee held a rehearsal in Rockefeller Gardens on Saturday from 6:00 a.m. to 2:00 p.m.
- A wedding ceremony was held at Ormond Memorial Gardens on Saturday from 4:00 p.m. to 5:00 p.m.

- A wedding ceremony was held at Ormond Memorial Gardens on Sunday from 10:00 a.m. to 12:00 p.m.
- The Memorial Day Remembrance event was held in Rockefeller Gardens on Monday from 7:00 a.m. to 2:00 p.m.
- Pilates classes met Monday at Bailey Riverbridge and Wednesday and Friday at The Casements.
- Staff worked at the Environmental Discovery Center on Tuesday to Friday to prepare for Enviro Camp with summer counselors.
- Yoga class met on Tuesday morning at The Casements.
- Staff took down the Enviro Camp display in the children's section of the Ormond Beach Regional Library on Wednesday morning.
- Staff decorated the public library window for Art Explosion Summer Art Camp held at The Casements on Wednesday morning.
- Zumba class met on Thursday at Bailey Riverbridge.
- Barbara Perkins took down her art exhibit in the gallery on Friday from 9:30 a.m. to 12:00 p.m.
- Movies on the Halifax will show "The BFG" in Rockefeller Gardens this evening at 8:30 p.m. The film is rated PG. Staff will assist from 7:00 p.m. to 11:00 p.m.

Parks Maintenance

- Citywide inspection of parks
- Inspected and posted for reservations at pavilions
- Monday and Friday – Cleaned all parks
- Tuesday -Thursday – Cleaned out ponds at Ormond Memorial Gardens along with Stormwater Division staff
- Training new part-time employee

Building Maintenance

- Preventative maintenance of City vehicles and equipment as necessary
- Weekly maintenance of fountains at PAC, Bailey Riverbridge, Arroyo, Riviera, Hospital 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
- Quarterly preventative maintenance on 188 City A/C systems
- Replaced lockset on closet door in Leisure Services at the PAC
- Assisted contractor with loop detector replacement at the Airport Gate 9
- Checked the backstage A/C unit at the PAC
- Repaired the waterfall pump at the Ormond Art Museum
- Repaired the flagpole at the Police Department
- Checked a bent light pole at Nova
- Met contractor to repair glass window frame at SONC
- Replaced the high bay cord reel at Fire Station 94
- Repaired drywall crack in the atrium at The Casements
- Repaired decorative light pole on the southeast side of the Granada Bridge
- Repaired the outlet in the gift shop at The Casements
- Repaired the sally port door at the Police Department
- Replaced the #2 toilet flusher batteries at Andy Romano Beachfront Park
- Replaced the fan in the Blue Room at PAC
- Replaced the missing sewer cap in the sidewalk at the Police Department
- Met the roofing contractor for repair at the Senior Center
- Repaired restrooms at Osceola Elementary
- Repaired #8 restroom mag lock at Andy Romano Beachfront Park
- Repaired the ground cable at the Police Department
- Repaired toilet #8 at Andy Romano Beachfront Park
- Met FPL for light pole at Nova
- Cleaned the breezeway window at City Hall

Police Department

Administrative Services

- Hosted Weekly Staff Meeting.
- Hosted a window tint check event in the front parking lot.
- Staff hosted a meeting with Will Rossmeyer to discuss special events, outside details and rodeo events.
- Staff hosted a swearing in ceremony for three new police officers.
- Staff attended the Crime View meeting at the Police Department.
- Staff hosted a supervisor's meeting at the Police Department.
- Staff hosted a Succession Policy meeting.
- Staff hosted seven interviews with perspective police candidates.

Community Outreach

- The exhibition for *R.E.A.D., Reading, Exploration, Adventure and Discovery* program was held on May 24, 2017 at the Ormond Beach Elementary School Library. Students in the program celebrated their dedication and hard work with an ice cream social. All students who completed the program received two new books provided through a grant from First Book.
- Summer Science, Summer Art, Summer Tutoring, Summer Computer Lab and four summer field Trips are offered by OBPAL in partnership with the South Ormond Neighborhood Center during the Summer Connections program. This year's field trips are Daytona Lagoon, the Brevard Zoo, and the Orlando Science Center.
- *Monday Morning with a Cop* will begin June 5 at the Public Library at 30 South Beach St. This summer, members of the Ormond Beach Police Department will read stories selected by the library to youth attending the 10:00 a.m. program.
- Members of the OBPAL boys' basketball teams continue to practice at the South Ormond Neighborhood Center on Tuesdays, Wednesdays and Saturdays. Practices will continue through the end of July. Approximately thirty-three (33) youths attend the practices each day.
- Drug Presentation was conducted at the Ormond Beach Civil Air Patrol for Cadets.
- Drug Abuse Resistance Education Graduation was conducted at Temple Beth El.
- Attended graduation festivities with Ormond Beach Elementary School.

Community Services & Animal Control

- Animal Calls responded to: 52
- Animal Bites: 1
- Animal Reports: 6
- Animals to Human Society: 6
- Trap Neuter Release: 3

Criminal Investigations

- Cases Assigned: 27
- Cases Cleared by Arrest/Complaint Affidavit: 5
- Cases Exceptionally Cleared: 12
- Inactive: 21
- Fraud: 5
- Burglary Residential: 4
- Larceny Carbreak: 5
- Grand Theft: 6
- Death Undetermined: 1
- Missing Persons: 1
- Recovered Missing Persons: 2
- Suspicious Incident: 1
- Police Information: 2

Records

- Walk - Ins / Window: 65
- Phone Calls: 72
- Arrest / NTA'S: 30

- Citations Issued: 108
- Citations Entered: 95
- Reports Generated: 120
- Reports Entered: 100
- Mail / Faxes / Request: 31

Patrol

- Total Calls: 1,248
- Total Traffic Stops: 147

Operations

Crime Opportunity Report Forms: 172

- 05/24/17
 - Burglary Residence, 170 North Yonge Street #25 (Ridgecrest Mobile Home Park). The victim reported several pieces of jewelry were taken from her unlocked trailer.
 - Warrant Arrest, 1521 North United States Highway One (Racetrac Gas Station). Subject was found to have an open/active Volusia County warrant for retail theft.
 - Narcotics Arrest, 484 South Atlantic Avenue #238 (Scottish Inn). Officers responded to the hotel room in reference to a 911 call and located drug paraphernalia.
 - Narcotics Arrest, 100 Block East Granada Boulevard. A traffic stop was conducted where drug paraphernalia was located.
 - Burglary Residence, 37 Laurel Oaks Circle. Officers contacted homeowners while searching for two suspicious persons on bicycles and discovered that the homeowners were missing a bicycle from inside their enclosed front porch.
 - Loiter and Prowling Arrest, South Center Street and Arroyo Parkway. Subject was contacted by officers on a bicycle and arrested after an investigation.
- 05/25/17
 - Burglary Residence, 1 John Anderson Drive #306 (Ormond Heritage). The victim reported an envelope containing cash was stolen from her residence.
 - Narcotics Arrest, 145 North Yonge Street. A traffic stop was conducted where narcotics were located.
 - Warrant Arrest, 867 North Halifax Drive. Officers responded to this location and contacted a subject with an open warrant.
 - Occupied Burglary Residence, 141 Ann Rustin Drive. The victim reported that an unknown white male cut the screen to his back porch and entered the screened enclosure. The victim confronted the suspect and the subject left.
 - Carbreak, 28 West Ocean Terrace. Prescriptions and an imitation Gucci purse were taken from an unsecured vehicle.
 - Aggravated Battery, Possession of a Weapon on School Property Arrest, 151 Domicilio Avenue (Ormond Beach Middle School). Juvenile female placed a knife to another student's stomach. The female was arrested and transported to DJJ.
 - Theft, Aggravated Assault on Law Enforcement Arrest. 1687 West Granada Boulevard (Calvary Church). The victim reported there was a male in the area who stole a gallon of tea from the victim. Officers contacted the male in the woods who armed himself with a shovel. The subject did not obey commands readily but was eventually secured.
 - Theft, 741 Calle Grande Street. The victim reported a phone, tablet, jewelry, and prescription medication missing from her home.
 - Theft, 102 Ellsworth Avenue. The victim reported that four magnets which read "Paul Marcum Roofing" were stolen from the exterior of his vehicle.
 - Burglary Residence, 227 Fairway Drive. Entry was made through an unlocked laundry room door, nothing is missing.
- 05/26/17
 - Criminal Mischief Arrest, 1 South Beach Street (Granada Bridge). Subject was found standing on a platform that supports a pillar on the north side of the pier. A witness saw him drawing "386" on the pillar with a marker.
 - Narcotics Arrest, 1000 Block North United States Highway One. Traffic stop was conducted where narcotics paraphernalia were located.

- Theft, 54 Indianhead Drive. The victim hired a moving company to help her move and reported that a firebox containing cash and other documents was stolen.
- Narcotics Arrest, 264 South Atlantic Avenue. Traffic stop was conducted where narcotics and paraphernalia were located.
- Driving Under the Influence, Fleeing and Eluding Arrest, South Washington Street and Division Avenue. Officers used stop sticks to disable two front tires of a vehicle after it fled from a traffic stop.
- 05/27/17
 - Theft, 12 Shawnee Trail. The victim believes that his caretaker took an unknown amount of money out of his wallet.
 - Stolen Tag, 640 North Nova Road. The victim said that her Florida license plate was stolen off of her vehicle.
 - Recovered Stolen Vehicle, Warrant Arrest, 1521 West Granada Boulevard (Wal-Mart). Officers made contact with two subjects in the parking lot with a stolen vehicle and one was found to have an open warrant.
 - Narcotics Arrest, North Old Kings Road/West Granada Boulevard. Subject was contacted during a traffic stop and arrested for Driving While License Suspended or Revoked. Narcotics were also located in the vehicle.
 - Possession Drug Paraphernalia Arrest, 839 South Atlantic Avenue (Andy Romano Park). Subject was found in possession of smoking paraphernalia.
- 05/28/17
 - Theft, 600 Sterthaus Drive #207. Subject reported his daughter's bicycle stolen.
 - Grand Theft Arrest, 155 Interchange Boulevard. Subject was contacted and arrested, a stolen firearm was recovered.
 - Battery Domestic Violence Arrest, 726 Santa Fe Ave. Husband and wife got into an argument where the wife began pouring water onto their joint belongings. The husband retaliated by pushing her against a wall.
- 05/29/17
 - Theft, 7 Pebble Beach Drive. The victim suspects that her caregiver stole jewelry and cash.
 - Fraud, Narcotics Arrests, 112 Nature Trail. The victim reported that her brother and his girlfriend took her Florida ID card and made several withdrawals from her bank account. Both subjects were in possession of narcotics as well.
 - Battery Domestic Violence Arrest, 80 Tomoka Avenue. Grandmother and granddaughter got into a physical altercation where the grandmother began choking her granddaughter.
 - Narcotics Arrest. 1100 Block West Granada Boulevard. Subject was stopped for a traffic violation where a misdemeanor amount of narcotics could be seen in plain view.
 - Narcotics Arrest, Hand Avenue and South Nova Road. A traffic stop was conducted on a vehicle after it attempted to flee from officers. Narcotics were located inside the vehicle.
 - Narcotics Arrest, 120 Williamson Boulevard (Steak and Shake). Officers made contact with two intoxicated subjects in the parking lot. One was found to be in possession of prescription medications and arrested.
- 05/30/17
 - Narcotics Arrest, 801 South Nova Road (Rockin Ranch). Subject was contacted at this location and was found to be in possession of paraphernalia.
 - Armed Occupied Burglary Arrest, 940 Margarita Circle. Subject made entry to the home through a front window and was confronted by the victim and exited the home through the same window. He was also in possession of a knife.
 - Burglary Stolen Vehicle, 170 Williamson Boulevard (Sleep Inn). The victim reported that her sister entered her hotel room and stole several items as well as her vehicle.
 - Battery Domestic Violence Arrest, 95 Rockefeller Drive #B. Subject was contacted after slapping her mother in the face.
 - Battery Dating Violence Arrest, 405 West Granada Boulevard (Office Depot). Subject arrived at the victim's place of employment and took her phone from behind the counter before ensuing in a physical altercation.
 - Fleeing Vehicle Arrests, 300 Block South Atlantic Avenue. A vehicle fled during a traffic stop attempt where stop sticks were used to deflate one of the tires. Two subjects were located in the area where the vehicle was found abandoned.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 61
 - Number of Uniform Traffic Citations Issued: 67
 - Number of Written Warnings Issued: 9
- Traffic Crash Reports
 - Number of Crashes without Injuries: 16
 - Number of Crashes with Injuries: 3

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 1 Case initiated
- Zone 2: 7 Cases initiated
- Zone 3: 2 Cases initiated
- Zone 4: 2 Cases initiated
- 5 signs have either been removed or sign cases created.
- 6 tree removal permit requests.
- Administrative staff assisted with one (1) walk-in and seventy (70) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - Police Department Sally Port –The Contractor has completed 80% of the proposed work and will return to replace the entry door upon delivery.
 - Police Department Fence – The contractor completed installing the fence panels and is working on the gates and hardware.
 - 2017 Storm Drain Pipe Lining – The Contractor is scheduled to be onsite installing the liners the week of June 12.
 - Seawall Repair at Ames and Riviera Parks – a Notice to Proceed was issued for June 26.
 - Sanitary Sewer Inspection – The contractor has inspected the sanitary sewer pipes under SR40 between Clyde Morris and Tomoka Ave. The work continues between Clyde Morris and Old Tomoka Road.
 - 2017 Roadway Resurfacing – The Contractor is preparing MOT and work plan for Amsden Road.
 - South Peninsula Reclaimed Expansion – A pre-construction meeting was held on May 24; the Contractor continues to submit shop drawings for review; a Notice to Proceed will be issued with a date of June 5, 2017.
 - CDBG 2017 Trail & Sidewalk – Bid was awarded to Volusia General Contractors, d/b/a Formasters, Inc. in the amount of \$111,075.00, at the May 16 City Commission meeting, contracts are being executed.
 - Design Projects:
 - Ormond Crossings Utility Extensions – Staff will be presenting at the June 6 CC meeting a request to approve a Work Authorization for design services associated with extending utilities to serve the first development project of Ormond Crossings.
 - West Ormond Community Center – The last day for citizens to answer the on-line questionnaire was Friday, May 19. Following this, the Consultant will prepare the feasibility report and once a final draft is completed this will be presented to the City Commission at an upcoming workshop.
 - 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. 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 – Staff has received the FDEP permit and has sent that to the ACOE in order for them to be able to issue their permit. 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 alternative repair options. The outfall pipe was televised with an underwater camera along the 1,000 feet of outfall pipe. The report indicated there were 3 locations where the pipe joints were leaking and the diffuser at the end of the outfall was missing. The good news was that the pipe was in overall good shape. Staff will be rejecting the bids received and rebidding the work with a revised scope of work that they believe will be able to be constructed under budget.
- Forest Hills Connector Trail – Staff submitted an Engineer's Opinion of Cost to FDOT; and is finalizing responses to FDOT comments generated from the 90% plan submittal. Consultant has completed environmental field work and is preparing response to FDOT questions.
- CDBG (canoe kayak launches) – Staff is soliciting written installation proposals to complete the installation of both stored launches. The FDEP Permit has been received and construction can occur.
- CDBG - Huguenot Park – Final plans and bid documents are being prepared for County review.
- Ph III 2-Inch Water Main Replacement – Mainland – Bids were opened on April 11, McMahan Construction is the apparent low bidder. Bid Award is scheduled for the 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 and Wastewater plants are nearly complete.

- OBSC Improvements – Field 3 Lighting – Staff is working with the Consultant on final plans for bidding, grant submission and FAA review of pole height and location.
- OBSC Improvements – Championship Field 7 – Staff is working with the Consultant on final plans for bidding and grant submission.
- North US1 Landscaping Ph II – 2nd round of design plans were submitted to FDOT for review and permit.
- Sandpiper Lane Drainage Improvements – The bid approval disposition item has been placed on the June 6 agenda, pending approval staff will begin advertising June 11.
- Water Plant Upgrades – Staff has prepared a work authorization for commission approval at the June 6 meeting.
- Secondary Raw Water Main – Staff has prepared a work authorization for commission approval at the June 6 meeting.
- Wastewater Plant Influent Pump Station – Staff has prepared a work authorization for a Power Quality Assessment and VFD replacement recommendations at the WWTP for commission approval at the June 6 meeting.
- Departmental Activities
 - Reviewed plans and created approved Work-in-the-Right-of-Way permit for Stonehaven Trail and Lake Trail directional bores, per Brighthouse request.
 - Reviewed plans and created approved Work-in-the-Right-of-Way permits for 900 West Granada Blvd. and 4 North Beach Street bores, per AT&T request.
 - Reviewed plans and created approved Work-in-the-Right-of-Way permit for Sugarberry Circle directional bore, per FPL request.
 - Onsite meeting at 588 John Anderson Drive with builder and engineer to discuss SWMP options.
 - Updated proposed Western Well Site drawings, per Utilities Division request.
 - Researched and provided PDF copies of as-built drawings of Utilities along Hotel Street, per Utilities Division request.
 - Began sketch and legal description of the proposed dog park parking area, per Legal Department request.
 - Completed Tree-in-the-Right-of-Way locate at 794 Timothy Street, per Streets Division request.
 - Scanned, archived, filed, and distributed new As-Builts to appropriate divisions.
 - Created back-ups of the Engineering drawing archive.
 - Modified drawings for A1A Pedestrian Safety improvements, per Project Manager's comments.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Concrete pour – 40' on Putnam at N Ridgewood Ave; pull forms, stress cuts
- Pulled forms, backfilled, stress cut sidewalk on Putnam at N Beach St
- Poured concrete sidewalk on 900 block of Northbrook Dr; pulled forms, cleaned job
- Formed job, prepped for concrete on US1 at Arroyo Parkway
- DOT maintenance on A1A North

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
- FDOT trimming on US1 N/O Nova Rd; N US 1 – N of Nova to 95
- Trimming on Sauls St; around street lights (18+) in various locations around Ormond Lakes

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
- ROW trimming on Coquina Ave
- DOT trimming on S Nova Rd
- Removed sand from ROW on Hull Rd

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
- Straightened signs citywide
- Replaced delineators in roadway at Fluhart & Riverside Dr
- Marked for locates for 25 mph Speed Limit sign at Flormond & Salvador Pl

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
- Moved bleachers to the Casements/Removed after event
- Ditch maintenance on Hammock Ln
- Outfall cleaning on Riverview Dr

Vactor

- Pond maintenance on S Halifax Dr
- Baffle boxes inspected and cleaned Citywide
- Baffle boxes cleaned on Dormont Dr

Street Sweeping/Streetsweeper

- 59 miles of road cleaned
- 16 cubic yards of debris removed

Fleet

- Mileage traveled by all departments for the week: 20,189
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 0
 - Non-Emergency Vehicles and Equipment: 12
- Road Calls for the week: 1
- Quick Fleet Facts:
 - Fuel on hand: 14,816 gallons unleaded, 11,416 gallons diesel
 - Fuel used in one week: 2,091 gallons of unleaded and 473 gallons of diesel.
 - Fleet completed 32 work orders this week.

Utilities

- Projects Summary
 - Breakaway Utilities Yard Electrical & Pump Upgrades – Electrical specifications forwarded to the consultant. A request for a proposal to add VFDs to the irrigation pumps as an additive alternate to the project was requested.

- Water & Wastewater Chemical Purchases – City Commission Disposition Memo prepared for the June 6, 2017 meeting.
- Fire Hydrant Replacement Program – Hydrant replacements are continuing as prioritized.
- Lift Station 8M1 – Contractor addressing as-built comments.
- Lift Station 10M & 12M Rehabilitation: Pump and force main data was compiled and sent to consultant to respond to FDEP request for additional information for the permit application.
- Sanitary Sewer Piping Video Investigation & Engineering Report Project – Sanitary sewer is being televised between Clyde Morris and Old Tomoka Road.
- Secondary Raw Water Main – A work authorization was prepared for City Commission consideration at the June 6, 2017 meeting.
- Shadow Crossings Force Main Improvements – As-built drawings were received for review.
- Sodium Bisulfite Tank Replacement – Preliminary plans review underway.
- Elevated Storage Tank Repairs & Maintenance – Obtained design information for monopole communications towers. The minimum separation requirements between existing telecommunications towers is 1,500 feet. Contacted the State Health Department to determine any existing water plant elevated storage tank.
- South Peninsula Reclaimed Expansion – Notice to proceed will be issued next week. Shop drawings are being reviewed.
- Water Plant Aerator Housing Rehabilitation (CIP) – Aerator housing is being rehabilitated by the vendor.
- Water Plant Lime Sludge Dewatering Improvements – Andritz is scheduled to arrive on June 19 to set up screw pump equipment pilot tests to determine capabilities of their equipment to appropriately dewater lime for water plant purposes.
- Water Plant Upgrades - A work authorization was prepared for City Commission approval at the June 6, 2017 meeting for sodium hypochlorite generator and lime slaker replacement design related project activities.
- WWTP Influent Pump Station VFD Replacement – Work authorization to perform power quality assessment and VFD replacement design services is scheduled for June 6, 2017 City Commission meeting.
- WWTP Outfall Pipe Replacement – Bids for the original scope are going to be rejected. A revised scope of work to repair, rather than replace, the pipe is being developed. The Utilities Division was asked to excavate a shallow portion of the pipe to obtain the circumference, if feasible, for confirming outside diameter of piping for repair sleeve/ coupling design determination.
- WWTP Sludge Dewatering Improvements – Received plans for review.
- Utilities SCADA Upgrades – Additional radio survey to determine feasibility of using the Leeway Tank to enhance radio transmission capabilities was completed last week. Meeting held this week to discuss outstanding RFP items and conditions prior to advertisement of SCADA software selection.
- Volusia County - Right of Way Utilization Permits – Additional grading and sodding is required to curtail soil erosion into the storm drains. Plan/schedule sent to Volusia County.
- SPRC Projects (Utilities Review)
 - Airport Communications Tower – Reviewed plans. Utilities were not affected.
 - Cardinal Drive Beach Parking – Utility Division comments were addressed on revised plans received.
 - Lot 2 Airport Business Park – Reviewed plans and provided comments.
 - Oceanside Country Club Building Entrance – Elevations to the entrance of the building are being raised. Top elevations of cleanouts and grease trap access manholes will need to be adjusted.
 - Oceanside Golf & Country Club Driveway Improvements – Comments are being addressed by the design engineer.
 - Ormond Beach Medical Office Building – 1245 W. Granada – Received plans for review.
 - RaceTrac Modification – 1521 N. US 1 – Reviewed resubmitted plans. Utility Division comments were addressed.
 - Spinnaker Condo – Design engineer is incorporating review comments into his design. .
 - Lot 2 Airport Business Park – Reviewed plans and provided comments.
 - 87 Tomoka Ridge Boulevard – Reviewed plans and provided comments.

- 100 N Halifax – Discussed utility availability for the proposed townhomes.
- 589 S Yonge St. – Reviewed resubmitted plans showing a wall on the east side of the property. Adjacent water line is private - no Utility Division objections to the plans.
- Commercial Sampling Manhole – Revised the detail and requested that it be included with the Standard Construction Details.

Water Treatment

- Delivered 41.55 million gallons for the week ending May 26, 2017 (5.94 MGD).
- Backwashed 11 filters for a total of 522,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through April 30, 2017 @ 6.359 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 29.06 Million Gallons.
- Influent flows average for week @ 4.15 MGD, plant designed for 8 MGD.
- Produced 28.97 Million Gallons of Reuse.
- Produced 0.09 Million Gallons of Surface Water Discharge.
- Annual Average (May 01, 2016 – April 30, 2017) for Surface Water Discharge 0.855 MGD.
- Hauled 125.36 tons of dewatered residual solids (14%-18% Solids).
- Submitted required test result for EPA DMR-QA 37.

Water Distribution

- Responded to and/or repaired 5 water leaks.
- Performed accuracy testing of a 5/8"x3/4" water meter serving residential home as requested by the Finance Department.
- Installed 7 new residential water meters. Contractor installed a 2" casing for a new water service and meter installation 9 Sherwood Dr.
- Replaced or repaired 6 water meter boxes.
- Replaced 3 water services due to low flow or leaks.
- Performed pressure testing of 3 City owned backflow preventers, of which 2 needed repairs.
- Responded to 10 reports of customer concerns regarding low pressure, cloudy water or assistance with other plumbing needs.
- Performed inspection/maintenance on 21 fire hydrants located in Ormond-by-the-Sea/Volusia County Fire District. Completed 2017 contractual maintenance services of VC fire hydrant maintenance services.
- Locate & exercise 8 valves in Breakaway Trails subdivision. Installing concrete collars around all valves in the subdivision.
- Repaired a 6" water main leak on S. Yonge St.
- Rescinded all outstanding boil water notices.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 162 regular and 4 emergency utility locates for the previous week.

Wastewater Collection – Reuse

- Crews responded to 6 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 7 Request for Utility Verifications for residential and commercial properties.
- Continued monitoring W. Granada force main system to optimize flows.
- Repaired lateral camera.
- Locating sewer and reuse valves in Breakaway Trails Phase 1. Marking and testing valves. Will replace or adjust to grade as needed.
- Continued cleaning gravity mains in system HD (Destination Daytona) trying to trace down petroleum discharge. Heavy paper and cooking grease deposits discovered.
- Reviewed TV video generated by contractor
- Checked force main pressure on Ocean Shore Blvd.AM/PM Spanish Waters @ 12/12 psi, Ocean Mist Hotel @ 14/12 psi, Ormond Mall @ 0/0 psi.

- Low pressure sewer gauge readings: AM/PM Foxhunters Flat (4 inch) 20/15 psi, Westland Run 20/4 psi & Shadow Crossing Blvd. (4 inch) 8/0 psi.

Wastewater Plant – Lift Stations

- Sludge Feed Pump #2, not moving water, cleared blockage at plumbing, ok.
- 10M, 1M, uneven hours at time clocks, deragged both check valves, ok.
- Shadow Crossings, retrieve mobile generator from site, trailer developed braking problem, turned over to Fleet for repairs as needed.
- Shop, changed oil in spare submersible mixer for service as needed, ok.
- Effluent Transfer Pumps, continued work on thread sealant at air release valves, ok.
- Towne Square, assisted Collections as needed with Hand Avenue force main work. ok.
- Centrifuge #2, high vibration alarm, Sludge deposits remained in bowl assembly after feed pump malfunction, ran manual flush for lengthy cleaning cycle, will monitor, ok at this time.
- R.A.S. Pump #2, flushing water valve leaking, adjusted valve packing, valve needs to be replaced, supplies ordered, ok at this time, will monitor.
- Peristaltic Pumps, Roto-tube failure, replace tube, ok.
- Harley Davidson, checked station regarding petroleum inflow to clean probe, ok at this time.
- CRKSD, pump logging in SCADA erratic, changed com card, configured to allow for local event and alarm audit logging independent of SCADA, ok.
- Riverbend, pump logging in SCADA erratic, pump 1 contact wires corroded, corrected and re-terminated on terminal block & RTU, ok.
- Influent Room, oversee transfer of pump positioning, ok.
- McDonalds, weekly odor control and wet well cleaning.
- WIN911 monitor/response: nothing to report.
- SCADA monitor/response: Ormond Mall, no starts #2, reset motor starter, ok; 2M, no starts #2, reset motor starter, pulled pump to clear blockage at volute, pump #1 also clogged-pulled second pump to clear blockage at volute, used hook and basket to pull rags from wet well, ok; Il Villagio, high run hours #2, pulled pump to clear blockage at volute, ok; Walmart, high starts, both pumps, determined to be force main valve configuration, replaced probe with longer unit, adjusted pump starts/stop points to compensate for increased flows, ok.
- SCADA technician activities: Audit and made corrections to individual lift station screens on SCADA; removed non-working tags in WIN911 database, ok; test WIN911text service in preparation for long weekend, ok; Began typing notes from SCADA meeting to present to City staff and consulting engineer.
- 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: Effluent Transfer Pumps, #1, #2, #3;
- Lift Station PM's: 15 monthly performed and 3 annual.
- 53 work orders completed and closed for this section for this week.

Water Plant – Well Fields – Booster Stations – Reuse System

- High Service Pump Bldg., install new chilled water lines to PLC air conditioner, replaced all leaking water lines with Schedule 80 PVC.
- Shop, repaired leak in building plumbing, placed received material into inventory.
- Chlorine generator, assisted operators with repairs and cleaning.
- PM's: All Hudson Wells; Wells SR18, SR19, SR21; Breakaway Trails Wells 2, 3, 4; Riverview, Granada, Tomoka State Park and Standish Booster Stations; Claricones, Centrifuge #1, Lime Sludge Thickener.

Wastewater Collection/ Treatment/ Disposal Regulatory Activities

- Local Limits Evaluation – Staff completed the sampling required to evaluate the Utility's current local limits. The Utility received the analytical reports from the contract laboratory and input several scenario analyses for comparison with currently established local limits. Staff is utilizing the FDEP Local Limits Development System (LLIDS) program to evaluate and update and establish new local limit standards. Establishing and updating local limits is a primary component of the City's Industrial Pretreatment Program for ensuring the safety and reliability of the waste water treatment facility.

- Industrial Pretreatment Program – Staff hosted the FDEP for the City's Industrial Pretreatment programs annual inspection. The inspection included a review of two of the programs' four permits and evaluated the effectiveness of the program. The feedback from the Department was positive; the Utility will await the official response.

Water Supply/ Treatment and Distribution System Regulatory Activities

- Consumer Confidence Report (CCR) – Staff received approval from the Volusia County Health Dept. for the City's analytical data to be included in the 2016 CCR. Staff is now constructing the full report. The report will be provided in an electronic web-based format for the third year. The CCR provides the City's annual water quality sampling and testing results for the potable water system for all customers.
- Cross Connection Control Backflow – Staff continues to field questions from commercial potable water accounts with regard to their backflow device compliance. As well as assist certified backflow testers with information necessary for proper reporting of backflow tests.

Support Services/City Clerk

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

- Staff attended and provided support for May 31, 2017, Budget Advisory Board Meeting
- Staff attended and provided support for June 1, 2017, Quality of Life Advisory Board Meeting
- Agenda packet preparation, creation, and distribution for June 6, 2017, City Commission Meeting