

**City of Ormond Beach  
Memorandum**

To: Honorable Mayor and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report  
Date: June 8, 2018

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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
- Individual discussion meetings with various members of senior staff

Spoke to, attended and/or met with:

- Communication planning meeting with senior staff and consultant
- Luke McCurdy regarding his Eagle Scout project
- City Commission CIP workshop
- City Commission meeting
- Interviewed candidates for Fire Chief position

**Community Development**

**Planning**

- The Board of Adjustment and Appeals approved variances at 7 Palmetto Dunes Court (driveway) and 664 John Anderson Drive (height of a staircase tower) at their meeting on June 6, 2018.
- There is no Planning Board meeting scheduled for June 14, 2018 based on a lack of items for the Planning Board to review.
- Planning staff attended a pre-construction meeting for the Volusia County off-beach parking at 650 South Atlantic Avenue. The preliminary construction schedule shows the start of construction in late June and project length of 300 days. A separate City pre-construction meeting with the Site Plan Review Committee shall be required.
- Planning staff attended a meeting regarding the Plantation Oaks project under construction in unincorporated Volusia County. The meeting sought to coordinate the existing status, future annexation, and the process of building permitting between Plantation Oaks, Volusia County staff and City of Ormond Beach staff. The project is completing the Plantation Oaks Boulevard roadway and will be seeking annexation into the City in late 2018 or early 2019.
- Planning staff attended a neighborhood meeting for the Minto Communities development in Daytona Beach for the development of land along the south side of West Granada Boulevard across from Breakaway Trails. The project proposes 3,250 residential units and 200,000 square feet of commercial uses and is undergoing Comprehensive Plan and zoning amendments. The residential units are age restricted for individuals 55 years and older.

**Building Inspections, Permitting & Licensing**

- 8 new business tax receipts issued.
- 274 inspections performed within the City (20 by private provider).
- 91 permits issued within the City, with a valuation of \$1,546,735.

**Development Services**

- The Site Plan Review Committee (SPRC) and Building Department issued final approvals that led to a Certificate of Occupancy for the Ormond Beach Medical Office building (Centra Care) at 1245

West Granada Boulevard. The project redeveloped a non-conforming house and constructed a 5,285 square foot medical office and associated site improvements,

- SPRC staff preformed a pre-application meeting with an extended stay transient lodging project at 275 Interchange Boulevard. The site was previously under consideration as part of a multi-family development called Tomoka Estates. The transient lodging concept plan proposes 124 units.
- Projects under construction, percentage complete:

Project	% Complete
589 South Yonge Street	60%
783 North U.S. Highway 1	35%
Antares of Ormond Beach	0%
Edgewell site work	90%
For Our Parents ALF	50%
Granada Pointe	25
Hamlin	80
Lot 2, Airport Business Park	25%
Maxton Group loading dock	5%
Ormond Beach Medical Office Building	95%
Pet Street Veterinary Care center	80%
Prince of Peace, Like New addition	25%
Prince of Peace, office addition	20%
Security First	30%
Thomas & Betts parking improvements (phase 1)	65%
YMCA Dog Park	80%
YMCA Parking Expansion	60%
Zaxby's	5%
Plantation Oaks, utility connection	88%
Cypress Trails subdivision	10%

**Economic Development/Airport**

**Economic Development**

- Ormond Crossings
  - Security First Managers continues the construction of their office building.
  - Installation of off-site utility work along Broadway Ave. continues.
  - Security First Managers transportation mitigation FDOT permit requires they construct turn lane improvements at the Intersection of Broadway Ave. and US1 prior to occupancy of 100,000 sf of the new building. Occupancy beyond the 100,000 permit requires a new traffic impact study to determine whether a traffic light is warranted. A preliminary study by LTG Engineering indicates the full occupancy of the office building by Security First Manager's will warrant a

- traffic light at Broadway and US1. According to the Ormond Crossings Development Agreement, the light must be installed by Tomoka Holdings within one year of the warrant.
- Staff met with Security First Manager's engineering consultant last week to discuss their plans to address the necessary improvements along North US 1 in a timely schedule to allow the City to issue the certificate of Occupancy for the office building. LTG is undertaking a design for the traffic light at Broadway Avenue that will be presented to FDOT in August. A funding source(s) will be required for the traffic light and the various owners of development projects impacting the Broadway Avenue and US1 intersections are working together to try and raise the necessary funding.
  - Staff is participating with the North US1 Business Coalition to discuss funding opportunities for the installation of a traffic light at Broadway Ave. and US1 intersection.
  - Staff has also requested its transportation consultant investigate state funding opportunities to fund the traffic light
- Airport Business Park
    - Concentrated Aloe is continuing with the constructing their 40,000sf manufacturing plant on Lot 2.
    - Staff has received letters of intent from 2 property owners in the Airport Business Park to donate land for the City to extend the Signal Avenue roadway into the Southwest Quadrant of the Airport. Staff is preparing the necessary legal documents to formalize the process and present the project to the City Commission for its approval.
  - Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
    - Staff is working with the Ormond Beach Chamber on a number of economic development initiatives including revision to the "Doing Business in Ormond Beach" resource guide.
  - Prospective Business Attraction/Retention/Expansion
    - Staff continues the ongoing outreach to Ormond Beach businesses to assist with expansion opportunities.
    - Staff is working an incentive package for a tenant (code name Project Simba) at 101 East Granada Blvd. An agenda item will be prepared for a City Commission meeting upon receipt of the applicant's submittal information.

#### Airport Operation and Development

- Work has been completed to repair asphalt surfaces at the entrance to the airport on Airport Road, and also on Taxiway Delta near the entrance to the fuel farm.
- Staff has acquired quotes to perform an independent fee estimate (IFE) for the projects to construct the rehabilitation of Runway 8/26 and design the extension of Runway 8 and Taxiway Alpha. The IFE must be included with the City's federal grant application for these projects.
- Staff has processed the final closeout documents for the federal grant that provided primary funding for the Wildlife Hazard Assessment project and the Runway 8 Environmental Assessment project. All of the required closeout documentation has been forwarded to the FAA Airport District Office in Orlando.
- Staff has completed preliminary design work and acquired quotes for new directory signage at the airport. Staff will use the quotes received as the basis for a grant request to the FDOT to provide funding for three new directory signs.
- Staff consulted with the City's airfield lighting installation contractor regarding an issue with the runway edge lighting for Runway 8/26 which may have been caused by a lightning strike earlier in the week.

#### Finance/Budget/Utility Billing Services/Grants/PIO

##### Finance

- On-going Projects
  - The City continues to work with FEMA to achieve obligation on three (3) additional project work sheets for hurricane Matthew. To-date the City has received \$5.8 million dollars for hurricane Matthew reimbursement.

- FEMA assessment, project planning and project worksheet development for Hurricane Irma continue.
- Preparations for the Munis Phase 3, Utility Billing system are underway.
- Training for ESS is on-going. Payroll has completed training for ESS at the Police Department and the Leisure Services department.
  
- Completed Projects - Weekly
  - Processed 177 Journal Entry Batches.
  - Approved 28 Purchase Requisitions totaling \$155,271.78.
  - Issued 40 Purchase Orders totaling \$540,095.05.
  - Prepared 140 Accounts Payable checks totaling \$163,309.16 and 34 Accounts Payable EFT payments totaling \$343,502.20.
  - Prepared 363 Direct Deposits totaling \$470,321.71.
  - Transferred IRS 941 payment of \$154,694.00.
  - Issued 503 past due notices on utility accounts.
  - Auto-called 199 utility customers regarding receipt of a past due notice.
  - Processed 475 payments through Interactive Voice Response System totaling 42,593.27.
  - Grant money fiscal year-to-date total received, \$6,537,660 dollars.

Grants/PIO

- Press Releases
  - Florida Licensing on Wheels (6/18)
  - REEL in the FUN (6/16)
  - Brian Rademacher, Economic Development Director
  - Community Volunteers
  
- Other
  - Citizen Contacts
  - Media Contacts
  - Added to and updated items in News & Announcements and other pages on the City's website.
  - Met with newspaper about upcoming civic engagement ads.
  - CodeRED notifications and website postings for Fire Hydrant flow testing locations for the week of June 11-15.
  - Completed weekly events calendar ad for Ormond Observer.
  - Confirmed advertising dates for civic engagement meetings in the News-Journal and Observer.
  - Attended Communications meeting.
  - Attended CIP Budget Workshop.
  - Attended Independence Day Celebration planning meeting.
  
- Grants
  - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
  - Prepared for and met with Volusia County Community Assistance relative to the City's Community Development Block Grants monitoring visit.

Fire Department

- Weekly Statistics
  - Fires: 1
  - Fire Alarms: 4
  - Hazardous: 2
  - EMS: 84
  - Motor Vehicle Accidents: 4
  - Public Assists: 40
  - TOTAL CALLS: 135

- Aid provided to other agencies: 4 Calls – Daytona Beach (1), Volusia County (3)
- Total staff hours provided to other agencies: 3
- # of overlapping calls: 27
- # 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: 41
  
- Training Hours
  - NFPA 1001: Firefighting 41
  - NFPA 1002: Driver 6
  - NFPA 1500: Safety/Equipment 9
  - NFPA 1620: Preplanning 3
  - EMT/Paramedic 5
  - TOTAL TRAINING HOURS: 64
  
- Station Activities
  - Serviced 117 fire hydrants
  - Updated 10 pre-fire plans
  - Instructed CPR and First Aid to 20 Leisure Services Camp Counselors

### Human Resources

- Staffing Update
  - Approved/Active Recruitment
    - Police Officer (Police) open 6-8-17 until filled. Advertised on City web site, governmentjobs.com, Indeed, and internally.
    - Treatment Plant Operator C – Water Treatment Plant (Water Distribution/Public Works) open 5-25-18 until 6-8-18. Advertised internally.
    - Seasonal Part Time Maintenance Worker II (Parks/Leisure Services) re-advertised 4-23-18 until 6-8-18. Advertised on City web site, governmentjobs.com, Indeed, and internally.
  
  - Applications Under Review
    - Part Time Utility Mapping/Locate Technician (Water Distribution/Public Works)
  
  - Interviews Scheduled
    - Fire Chief (Fire)
    - City Clerk (Support Services)
    - Evidence/Crime Scene Custodian (Police)
    - Maintenance Worker III (Wastewater Collection/Reuse Distribution/Public Works)
  
  - Background/Reference Checks/Job Offers
    - Police Officer (Police)
    - Economic Development Director
    - Maintenance Worker II (Wastewater Collection/Reuse Distribution/Public Works)
  
  - Separations
    - Fire Chief (Fire)
    - Neighborhood Improvement Officer (Police)
    - Police Sergeant (Police)
    - Police Officer (Police)
    - Economic Development Director
    - Chief Treatment Plant Operator (Water Production/Public Works)
  
  - Employee Events
    - Skin cancer screenings for HSA contributions continue through 12-31-18
    - Lunch and Learn Wellness Workshops for HSA contributions continue throughout 2018
    - Munis Employee Self Services (ESS) time being introduced to various departments

- J.D. Williams' training for supervisors held 6-6-18
- Risk Management Projects
  - Attended supervisor training
  - Data entry for insurance certificates
  - Prepared property insurance schedules for marketing

### **Information Technology (IT)**

- Information Systems (IS)
  - Work Plan Projects
    - Tyler Munis Phase 2 - Human Resources/Payroll. System went live 1/8/2018. Rolling out the electronic timekeeping function through the use of Employee Self Service (ESS).
    - Tyler Munis Phase 3 – Utility Billing. Working with the project manager to formalize the project plan.
    - IT Strategic Plan – Draft documentation review.
  - Enterprise Infrastructure
    - iSeries system (HTE Sungard Naviline): None
    - Windows Servers: None
    - Networking System: None
  - Work Orders
    - New: 20
    - Completed: 36
    - In progress: 43
  - Barracuda Email Security cloud service statistics
    - Total Inbound E-Mails: 30,218
    - Inbound E-Mails Blocked: 9,648
    - Delivered Inbound E-Mails: 20,570
    - Quarantined Messages: 208
    - Percentage Good Email: 68.1%
    - Virus E-Mails Blocked: 0
  - Notable Events: None
- Geographical Information Systems (GIS)
  - Addressing
    - Additions: 4
    - Changes: 6
    - Corrections: 3
  - Map/Information Requests: 24
  - Information Requests from External Organizations: 3
  - CIP Related Projects (pavement management, project tracking map): 0
  - Reclaim Connections Located this week: 69: Total in system = 1,697
  - Meters GPS Located this week: -4 (changed from irrigation to reclaim): Total in system = 23,674; 22,891 potable, 772 irrigation, 11 effluent

### **Leisure Services**

#### **Administration**

- Supervisory Staff meeting
- Public Works meeting
- City Manager's meeting
- Janitorial services meeting
- Met with landscape contractor for weekly updates
- Park visits

- City Commission CIP Workshop
- City Commission meeting
- Supervisory Training
- IDC City services meeting
- Fortunato Park Boat Ramp meeting

#### 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
- Conducted 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

- Tours were given as needed on Saturday and Tuesday through Friday.
- EDC Volunteer Hanh Nguyen led a Plant ID Hike on Saturday from 9 am to 11 am. The hike began at the EDC and continued on the G.F. Althouse Trail.
- EDC summer hours began this week with the facility open Tuesday to Friday from 3 pm–5 pm and Saturday 10 am–4 pm.
- Enviro Camp was held at the EDC Monday to Friday from 9am–3pm.
- EDC Coordinator attended the Creating Your Best Workplace Leadership Series II on Wednesday from 9am to 12pm.

#### Athletics

- The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday and Friday at the Sports Complex. Play was at 1 pm.
- OBYBSA/OBGS/LR Recreational Baseball/Softball are playing All-Star games/practicing this week at Nova Fields and also at SC Softball Quad.
- City Youth Volleyball Program started this week with practices on Tuesday and Thursday night from 6 pm–7:45 pm. This program runs for eight weeks.

#### 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
- Cleaned all sports parks of debris/trash
- Greased and cleaned equipment
- Continued dragging and edging infields (18) at Sports Complex and Nova
- Dragged Osceola and South Ormond fields
- Blew out all dugouts, hitting mats, batting cages, sidewalks, etc.
- Staff prepared for the USSSA Baseball Tournament this weekend

#### Senior Center

- Tomoka Duplicate Bridge was held on Saturday from 11:00 am to 4:00 pm
- Granada Squares was held on Tuesday from 6:30 pm to 9:00 pm

#### Performing Arts Center

- The Performing Arts Center hosted the following classes/rentals throughout the week as part of its regular operations:
  - CMT held regular classes Monday through Friday.
  - Kopy Kats held regular classes on Monday and Thursday.

- Ormond Church held services Sunday.
- The Performing Arts Center is preparing to host the following events:
  - South Beach Dancy Spring Showcase, Saturday 2:00 pm to 4:00 pm and 7:00 pm to 9:00 pm

#### South Ormond Neighborhood Center

- Splash pad open March 15-November 30
- Open park and playground sunrise to 11pm daily
- Pavilion rental Saturday
- Repast Saturday
- Summer Camp Counselor CPR Training at Fire Station 92 Saturday
- Sports Club basketball state tournament in Tampa Saturday/Sunday
- Jazzercise on Monday
- PAL basketball practice Monday/Wednesday
- Sports Club basketball Tuesday/Thursday
- Planning for summer camp
- Summer Camp Counselor Orientation Thursday

#### Community Events

- Weekly administrative tasks, office work, meetings, and activities
- Assisted with City Commission Workshop meal
- Assisted HR with workshop food and beverages
- Attended HR Leadership Training
- Attended IDC City Services meeting
- Assisting with Senior Games tasks - ongoing
- Planning of 2018 events through July:
  - Reel in the Fun Fishing Tournament, June 16
  - Recognition of 1998 Wildfires Reception, June 26
  - Citizen Engagement Workshops, Beginning June 28
  - Independence Day Celebration, July 4
  - Summer Sounds Concert Series, July 13, 20 & 27

#### Gymnastics

- Registration is open for June session
- June session in progress
- Planning for summer clinics
- Open Gym, Friday, June 8
- Training of new Recreation Leader

#### Nova Community Center and Special Populations

- FitGyms conducted their person 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 met at various times throughout the week.
- Ms. Debby's Dance and Acting held their summer camp Monday through Friday from 3:30 pm to 5:30 pm.
- Embry Riddle held their annual Basketball Camp Monday through Friday from 9 am to 12 pm.
- Preparations for Camp T-Rec continue.
- A private activity room rental was held on Sunday from 1 pm to 5:30 pm.
- Summer Camp Counselors attended CPR training at Fire Station 92 on Saturday morning.

#### The Casements

- Guild tours were given on the hour Tuesday through Friday with the first tour at 10 am and the last tour at 3 pm. Saturday tours were given at 9:30 am and 10:30 am.
- Part time staff and summer counselors attended CPR and AED training on Saturday morning at Fire Station 92.
- Badges and Boardshorts took place at Fortunato Park on Saturday from 9 am-1 pm.



- A wedding and reception rental took place at Bailey Riverbridge on Saturday from 12 pm-6 pm.
- Karlene McConnell's Art Exhibit is on display at The Casements through June 2018
- Enviro Camp Week 1 "Talk to the Animals" took place Monday through Friday from 9 am-3 pm at the Environmental Discovery Center.
- Art Explosions Summer Camp "Addicted to Acrylics" took place at The Casements Monday-Friday from 9 am-12 pm.
- A Memorial Service took place at Ormond Memorial Gardens on Monday from 9 am-10 am.
- Yoga took place on Tuesday from 10 am-11:30 am.
- The Coordinator attended supervisory training on Wednesday from 1 pm-4 pm.
- IDC City Services meeting took place on Thursday from 2 pm-3 pm.

#### Parks Maintenance

- Citywide inspection of parks
- Inspected and posted for reservations at pavilions
- Ormond Memorial Gardens: Mounted memorial plaque on rock and delivered to Ormond Memorial Gardens
- Sanchez Park: Repaired wood fence from motor vehicle accident
- Cassen Park and Bailey Riverbridge: Installed bike signs leading under bridge and at sidewalk entries
- Magic Forest Playground: Repaired loose board on bridge

#### 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
- Checked A/C filters citywide
- Installed additional wall hooks in the men's locker room at the Police Department
- Repaired the electric box in Rockefeller Gardens
- Repaired the women's restroom hand dryer at Nova
- Replaced the flagpole light in Rockefeller Gardens
- Repaired the men's room shower handle at WWTP
- Repaired the pedestrian gate electric lock at the Airport
- Repaired the shed door at Ormond Memorial Gardens
- Repaired a leak in the Influent Building at WWTP
- Repaired the front A/C at Fire Station 91
- Installed new water heater at Fleet
- Repair ladies locker room lights at the Police Department
- Repaired threshold in Building B at the Senior Center
- Repaired Building A handicap door at the Senior Center
- Repaired the door at the generator building at WWTP
- Repaired the garbage disposal at the Ormond Art Museum

#### Police Department

##### Administrative Services

- Three members of staff attended Badges and Board shorts 3 at Fortunato Park.
- Staff hosted weekly staff meeting.
- Staff attended Communication Planning Meeting
- Staff met with media to discuss EOC and Emergency Preparedness

##### Community Outreach

- Members of the YDC participated in end of school activities and graduations. Three (3) members of the YDC graduated from high school last week and are moving on to further their education.

- OBPAL afterschool educational programs have concluded for the 2017-2018 academic year. Classes for the 2018-2019 school year will resume with *Tutors R Us* starting the third week of September. *Science on Patrol* at Ormond Beach Elementary School and Ormond Beach Middle School will resume in mid-October.
- OBPAL will continue *Reading with a Cop* this summer. The program will be offered June 13, June 27, July 11 and July 25 on Wednesdays at 10:30 am at the Ormond Beach Library. A member of the Detective Unit will be the guest reader on June 13 for the book, *The Case of the Missing Doughnut*.

#### Community Services & Animal Control

- Animal Calls responded to: 54
- Animal Reports: 7
- Trap Neuter Release: 0
- Animal Bites: 1

#### Criminal Investigations

- Cases Assigned: 27
- Cases Cleared by Arrest/Complaint Affidavit: 6
- Cases Exceptionally Cleared: 8
- Inactive: 18
- Fraud: 5
- Burglary Business: 0
- Burglary Residential: 2
- Larceny Car break: 9
- Grand Theft: 3
- Recovered Missing Persons: 0
- Robbery: 0
- Assaults: 0
- Police Information: 2
- Death Undertermined: 1
- Suspicious Incident: 1
- Sex Offense/Rape: 1

#### Records

- Walk - Ins / Window: 45
- Phone Calls: 55
- Arrest / NTA'S: 25
- Citations Issued: 153
- Citations Entered: 352
- Reports Generated: 130
- Reports Entered: 100
- Mail/Faxes/Requests: 13

#### Patrol

- Total Calls: 1429
- Total Traffic Stops: 260

#### Operations

##### Crime Opportunity Report Forms: 68

- 5/30/2018
  - Shoplifting Arrest, 1521 West Granada Boulevard (Walmart). The suspect was in the self-checkout registers and did not scan or pay for the items. Total theft was \$60.88 worth of property.
  - Stolen Vehicle, 528 Fred Gamble Way. The victim reported that a former co-worker borrowed his vehicle several days ago and has failed to return it.
  - Burglary, 278 Roosevelt Drive #B. The victim discovered \$1,100 missing from the residence.

- Carbreak, 14 Edgewood Way. Purse, credit cards, Social Security card and \$26 cash stolen. No forced entry.
- Resisting Arrest, 353 West Granada Boulevard. An officer observed two people appearing ready to fight at the bus shelter. When the officer began speaking to them, one person provided false information and when confronted on it, the subject fled on foot.
- Narcotics Arrest, 902 South Atlantic Avenue (Bank of America ATM). An officer was flagged down about a woman passed out behind the wheel of a vehicle at the ATM. Officers made contact with the subject and after a K9 sniff a search of the vehicle was conducted with cocaine and paraphernalia being located.
- 5/31/2018
  - Carbreak, 1302 Vanderbilt Drive. 2 vehicles burglarized overnight. Vehicle doors left unlocked. Change and cigarettes stolen. Latent prints lifted.
  - Carbreak, 353 Thackery Road. 2 vehicles burglarized overnight. No forced entry and vehicle doors unlocked. One vehicle had a wallet taken and the other vehicle had a firearm taken from it. Information for the firearm is unknown at this time and is not entered into NCIC/FCIC.
  - Warrant Arrest, 1521 West Granada Boulevard (Walmart). Male subject was contacted at his Probation Officer's office in reference to having probable cause to arrest in reference to two shoplifting cases at Walmart. Once under arrest, his probationary status was violated and he was also charged with Violation of Probation.
  - Warrant Arrest, 205 South Atlantic Avenue (Best Western Mainsail). Male subject was contacted at the resort while having a disturbance with his girlfriend. Subject was discovered to have an open warrant for Writ of Bodily Attachment with a \$750 purge out of Jacksonville.
  - Warrant Arrest, 120 Country Club Drive. Male subject was contacted at the residence when called in as a suspicious person and discovered to have an open warrant for failing to appear for a traffic offense.
  - Stolen Vehicle, 528 Fred Gamble Way. Victim reported that a former co-worker borrowed his vehicle several days ago and has failed to return it. Victim initially positively identified the suspect by name, but became vague when pressed for details.
  - Burglary, 278 Roosevelt Drive #B. Victim discovered \$1,100 missing from the residence. Unknown suspects.
  - Arrest resisting an officer. 353 West Granada Boulevard. Officer observed two people appearing ready to fight at the bus shelter. When the officer began speaking to them, one person provided false information and when confronted on it, the subject fled from the officer. The subject was able to be apprehended and positively identified with the use of Rapid ID unit.
  - Narcotics Arrest, 902 South Atlantic Avenue (Bank of America ATM). An officer was flagged down about a woman passed out behind the wheel of a vehicle at the ATM. Officers made contact with female subject. Investigation, to include a k9 sniff of vehicle conducted at which time cocaine and paraphernalia was located. Subject was secured and a further investigation revealed additional paraphernalia, cocaine, alprazolam, oxycodone, and suboxone.
- 6/01/2018
  - Larceny Shoplifting arrest, 1521 West Granada Boulevard (Walmart). Male subject was observed placing a barcode of an item with a lesser value on a pack of baby wipes. Subject then went to the self-checkout and paid the cost of the lesser item before attempting to leave the store.
  - Larceny, 170 North Nova Road (7-11). The victim left her wallet on the counter of the incident location. An unknown suspect took the wallet into the bathroom before leaving the store.
  - Carbreak, 1300 Biltmore Drive. Wallet with contents taken from an unlocked vehicle.
  - Car break, 325 Chardon Road. Car rummaged through but nothing taken from the unlocked vehicle.
  - Carbreak, 1266 Buckeye Road. Car rummaged through but nothing taken from the unlocked vehicle.
  - Carbreak, 1284 Biltmore Drive. Loose change taken from unlocked vehicle.
  - Carbreak, 1285 Biltmore Drive. Car rummaged through but nothing taken from unlocked vehicle.

- Battery Domestic Violence Arrest, 802 Sterthaus Drive. Officers were dispatched to a reported disturbance. Once on scene it was learned that during the disturbance the male subject struck the female subject in the face.
- Larceny, 1102 West Granada Boulevard, An unknown male entered the business and approached the area of the counter where the electronic smoking devices were located. The male grabbed four of the devices and ran out of the business. The four devices were valued at \$212.00.
- Driving Under the Influence arrest, 10 Fluhart Drive. An officer conducted a traffic stop on a vehicle that had fresh front end damage. While conducting the traffic stop, another officer located a crash scene the 500 block of South Halifax Drive. There was parts from the vehicle located at this crash scene. The driver was determined to be under the influence.
- 6/02/2018
  - Theft, 2245 Lipizzan Trail. Ongoing civil issue between husband and wife. Husband reported that the wife came into the home and took his medications.
  - Shoplifting Arrest, 1521 West Granada Boulevard (Walmart). Subject contacted after concealing merchandise in his waist band and attempting to leave the store. When searching the subject, a concealed weapon and narcotics were also located.
  - Criminal mischief, 1546 West Granada Boulevard. The clerk of the SUNOCO contacted law enforcement after watching a white Dodge Ram pickup truck doing donuts in the grass area on the west side of SUNOCO's property. When officers arrived on scene, they encountered the Dodge Ram still doing donuts in the grass area. The damage to the landscaping was estimated to be several thousand dollars and the representative from SUNOCO advised they wished to pursue charges.
  - Narcotics arrest X4, 215 South Atlantic Avenue. Officers conducted a traffic stop on a Ford F-250. Both officers could smell an odor of cannabis coming from inside the vehicle. K9 was called to the scene and deployed. A subsequent search yielded cocaine, cannabis, narcotic paraphernalia, and a firearm. Three of the five occupants of the vehicle were arrested for the various drug charges. One of them also had a warrant for his arrest.
- 6/03/2018
  - Aggravated Battery, 759 South Atlantic Avenue (Georgian Inn). Male and female were in a verbal altercation after which the male was attempting to leave the location with the female's vehicle. She stood in front of the vehicle in an attempt to prevent the male from taking the vehicle. The male struck her with the car. The female provided a false name for the male and did not wish to pursue charges for the battery. The male was later identified and a charging affidavit was completed.
  - Battery Law Enforcement Officer Arrest, 100 East Granada Boulevard. Officers responded to a suspicious person call and when they arrived on scene they located a male subject behind the business banging on the door and yelling. When officers attempted to make contact with subject he yelled obscenities at them and then fled on foot. Officers gave chase and contacted the subject in the middle of the roadway of East Granada Boulevard. The male subject stood in the middle of the roadway when officers went hands on with the subject he punched one of the officers and fled again. With the assistance of VCSO K9, the subject was located hiding in the backyard of 56 South Halifax Drive. The subject continued to resist even after being handcuffed and had to be placed into a hobble to prevent him from kicking officers.
- 6/04/2018
  - Burglary Residence, 7 Ramsey Terrace. Attempted burglary to the residence with pry marks on rear door and circuit breakers to the A/C unit taken. Possible suspect known.
  - Grand Theft, 746 West Lindenwood Circle. Approximately \$1,800 in jewelry stolen. Possible suspects are known. Jewelry potentially pawned, purchased back and returned to the victim.
  - Shoplifting Arrest, 1521 West Granada Boulevard (Walmart). Female subject was observed not paying for multiple items while in the self-checkout lane at Walmart and stopped by loss prevention. Value of items not paid for was approximately \$134.00.

- Battery Domestic Violence Arrest, 530 Collins Street. Male subject was physical altercation with his domestic partner.
- Narcotics Arrest, West Granada Boulevard/South Yonge Street. Male subject was a backseat passenger during a traffic stop. Investigating officer could smell an odor resembling marijuana coming from within the vehicle, and after the search of the vehicle 26 grams of cannabis was found where the male was seated.
- 6/05/2018
  - Carbreak, 560 Parque Drive (Service Master Restoration). Unknown suspect drilled a hole in the gas tank and drained gas from a work vehicle. Second time in a month this has occurred at business.
  - Agency Assist, 170 Williamson Boulevard (Sleep Inn). Officers assisted VCSO with a stolen vehicle recovery (Chevy Cruze- VCSO Jurisdiction) that was recovered behind the Sleep Inn. Review of the surveillance video of Sleep Inn showed the suspect park the vehicle and walk to the Denny's restaurant area and wearing what appeared to be a Denny's employee uniform. Suspect was contacted at Denny's and arrested by VCSO for auto theft.
  - Shoplifting Arrest, 1521 West Granada Boulevard (Walmart). Male subject was using the self-checkout registers and failed to scan multiple items while paying for others.
  - Warrant Arrest, 13 Dormer Drive. Officers responded to the residence due to a teletype request to make contact with a male subject who had an open warrant for his arrest for Battery on Law Enforcement Officer.
  - Narcotics Arrest, South Nova Road/Fleming Avenue. Male subject was stopped for no tag light and marijuana (1.5g) was found in his vehicle.
  - Burglary, 155 Interchange Boulevard #206 (Hampton Inn). \$2,000 removed from a drawer. One person that victim met on social media was in the room alone. Victim could not provide any other information on suspect other than name and demographic information. One hotel staff member also had accessed the room.
  - Narcotics Arrest, 1530 North United States Highway 1. Male subject was in possession of Marijuana, and threatened suicide, so he was placed in custody for a Baker Act and transported to Halifax Hospital to be cleared.

#### Traffic Unit

- Traffic Enforcement Stats:
  - Number of Traffic Stops: 157
  - Number of Uniform Traffic Citations Issued: 91
  - Number of Written Warnings Issued: 111
  - Number of parking tickets issued: 0
- Traffic Crash Reports
  - Number of Crashes without Injuries: 3
  - Number of Crashes with Injuries: 1

#### Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 10 Cases initiated
- Zone 2: 3 Cases initiated
- Zone 3: 9 Cases initiated
- Zone 4: 4 Cases initiated
- 13 signs have either been removed or sign cases created.
- 15 tree removal permit requests.
- Administrative staff assisted with five (5) walk-ins and eighty-one (81) telephonic inquiries.

## **Public Works**

### **Engineering**

- Projects Summaries
  - Construction Projects
    - South Peninsula Reclaimed Expansion – The contractor has returned to complete some additional service replacements requested by Utilities as well as their final restoration activities. As-builts are nearing completion; GIS is finalizing their update to include this work in the City database.
    - Ph III 2-Inch Water Main Replacement – Peninsula – A final inspection was held and the contractor is completing punch-list items and finishing as-built drawings. Notices have been mailed to residents where reclaimed service was extended, detailing the City's incentive program to encouraging reuse connection.
    - Ph III 2-Inch Water Main Replacement – Mainland – Contractor is working on Marsh Ridge Watch and Highwood Ridge Trail. A second crew is working on Putnam Avenue. Contractor is awaiting as-builts for water main clearance on Cliffwood Circle, Alexander Court, Fir Street, Pine Street, and Arrowhead Circle.
    - North US1 Landscaping Ph II – The work is 65% complete. Removal of existing plant materials is upcoming, with installation of new trees and plant material to follow.
    - Effluent Outfall Replacement – The contractor installed the line stop at the FM at Melrose Avenue and will be repairing two other upland sections of outfall before they proceed with repairing the subaqueous section.
    - Storm and Sewer Lining – Storm main inspections are expected to begin mid-June, with lining operations beginning late June.
    - Deer Creek Reclaimed Water – Contracts were received back from the contractor. The contractor will start work after school is over in June to minimize conflicts with students along Airport Road.
    - Ormond Crossings Utility Extensions – The contractor has installed the jack and bore for the utility crossings at the railroad crossing.
    - Downtown Light Replacement – Shop drawings have been approved. Materials are on order and have an 8-10 week fabrication timeframe.
    - CDBG – Cassen Park Fire Hydrant – The fire hydrant assembly, service tap and pressure testing has been completed. Connection to the existing 6" plug and existing water meters will be completed in the upcoming weeks.
    - 2018 Road Rehabilitation – Microsurfacing – The contractor is on-site sealing the cracks in the existing asphalt. They will return at the end of July to microsurface the roads.
    - CDBG – Streetlight Replacement – A pre-construction meeting was held on May 15. The light fixtures are on order and have an estimated lead time of 8-10 weeks.
    - Fortunato Park Pier – A purchase order was issued to repair the pier.
    - Rockefeller Gardens Stage Shade Cover –GMP award to Hall Construction was approved at the May 15 City Commission meeting. Structural drawings are in process and expected to be submitted by June 18 for Staff review.
  - Bidding
    - 2018 Road Rehabilitation-Resurfacing – Bid award is scheduled for Commission approval on June 26.
    - Forest Hills Connector Trail – Bid award is scheduled for City Commission approval at the June 26 meeting.
    - Water Plant Upgrades – The additional work authorization was approved at the June 5 City Commission meeting.
    - WTP Sludge Residuals Facility Improvements – Staff received final plans and is ready to bid this project once financing has secured the necessary bond funding.
  - Design Projects:
    - North US1 Water Main Improvements – Staff has completed modeling for improvements to improve reliability to the single water main that extends along north US1 to the City Limits. Staff has identified a two phase approach. Phase 1 will be to loop the main that

feeds Security First in Ormond Crossings which will provide a redundant loop for US1 along the length, and will also bolster water pressures needed for the fire flow demand to the proposed four story Security First building. The design engineer for the water extension to Security First will add the additional work to their contract to allow the loop to be installed in time to meet building schedule needs of Security First. Phase 2 will extend a new 12-inch water main from Airport Road south along US1 to “double barrel” the existing single 12-inch water main. Staff applied to the State for an economic development grant that did not receive funding for this cycle, therefore the application is now in for the next year funding cycle, if approved, the grant will pay for the construction cost for the water main improvements (\$2.05 million).

- Cassen Park Public Dock-Fishing Pier Repair and Breakwater Extension –The FIND Agreement was approved at the January 2 CC meeting along with the work authorization for the design for the fishing pier repairs along the south side of the bridge and expanding the breakwater proposed with the public dock project. The consultant has submitted and received a permit exemption from FDEP for the fishing pier repairs. Survey and geotechnical borings are underway.
- WWTP Sludge Dewatering Improvements – Consultant is preparing final plans.
- Downtown Stormwater Phase 2 – Consultant has revised landscape and hardscape plans, per review by City staff and Ormond Mainstreet.
- Fleming Ave Stormdrain Improvements – A FEMA HMGP Phase I design/engineering grant is fully executed. The Consultant is preparing a scope of work for the final design. This project was identified for design in FY 2018-19 in the 5 year CIP.
- Wilmette Avenue Pumping – A FEMA HMGP Phase I engineering/design grant has been approved for this project and is under review by staff.
- Laurel Creek Stream Gauges – OptiRTC has provided a proposal to the City for additional stream level monitoring. Staff is reviewing the proposal that would allow the OPTI desktop to monitor these additional level gauges alongside the level at the Bennett Lane pump station.
- Cassen Park Improvements (Paving and Restroom Replacement) – The consultant is nearing 60% design drawings for staff review and comment.
- OBSC Improvements – Baseball Field 3 & Soccer Fields 1, 2, 3 Lighting – The County approved ECHO grant funding. Construction manager has submitted an Opinion of Cost which is under review.
- OBSC Improvements – Championship Field 7 – The City did not receive funding from the Daytona Beach Racing and Recreational Facilities Authority for the project.
- Secondary Raw Water Main – An additional work authorization was processed to re-route the proposed raw water main.
- MacDonald House – City staff met with the construction manager to discuss the scope of project.
- Granada Median Landscape Improvements (Orchard Street to I-95) – Base map has been prepared and staff is finalizing conceptual planting plan for design consultant.
- Nova Community Park Tennis Court Lighting – Staff will submit a FRDAP grant application to help offset the cost to construct the project.
- A1A Force Main Repair – The design is underway.
- Coquina Court Drainage – Staff anticipates receiving plans shortly for review and comments.
- Main Trail Bridge Repair – Staff is working with a new construction management firm to perform the required repairs.
- Tomoka Elementary Connector Sidewalk and Williamson Blvd Pedestrian Improvements – Staff met with the selected design consultant, CPH, to discuss design proposal requirements and scope.
- Departmental Activities
  - Staff updated estimates for the River to Sea TPO for projects continued to the 2018 List of Priority Projects.
  - Continued to locate, scan, examine, archive, and prepare for storage non-digitized plans.

- Reviewed daily Engineering Permit applications through the ProjectDox system.
- Reviewed plans and created multiple approved Wetland Protection Permits for 400 South Beach Street, 886 Riverside Drive, 1586 John Anderson Drive, and 1848 John Anderson Drive, dock repairs and replacements.
- Continued to modify Granada Median Landscape Plan, per Project Manager's comments.
- Completed Tree-in-the-Right-of-Way locate at 222 South Halifax Drive, per Neighborhood Improvement Division request.
- Completed property line stakeout at 68 Lake Park Circle, per Neighborhood Improvement Division request.
- Completed on-site visit to 339 Ocean Shore Blvd. to verify proposed seawall plans, per Planning Department request.
- Researched old files and provided PDF copy of AWOS south direction stakeout to Airport Manager, per request.

### Environment Management

#### Street Maintenance - Asphalt/Concrete

- Prepped/formed Tomoka/Seminole liftstation
- Ripped out prep/form Ashton Look
- Asphalt work at airport
- Ripped out Division/prepped and poured at Division & Cherrywood; pulled forms and cones
- Concrete/prep on S Halifax Dr
- Ripped out and formed sidewalk on Main Trl

#### 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
- Trimmed limbs away from roof at Nova Community Center; around PAC
- Remove dead tree at Nova behind gym; dead tree at Fleet Maint front gate
- Trimmed around streetlight in Spring Meadows
- Picked up downed palm on ROW at Division & Old Kings
- Trimming at Gate 10 at Airport

#### Maintenance

- Rotated special event bridge signs
- Debris cleanup on Granada Bridge and Memorial Gardens
- Graded roads & boat ramps at all City parks, Airport Sports Complex and Old Tomoka Rd.
- Picked up litter at various bus stops in the City, on DOT roads, at Orchard and Wilmette and on the Tomoka River Bridge
- Weed control on streetscape and FDOT areas
- Cleaned benches citywide
- DOT weed control on all state roads
- Trimming in various areas citywide
- Trimmed around speed limit sign on Seton Trl; for view of stop sign at Tomoka Ave & S Washington St

#### 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 and replaced signs citywide
- Road striping inventory citywide



#### Stormwater Maintenance

- Reachout mowing on Fleming Ave, FDOT ponds
- Ditch maintenance on Lincoln Ave
- Locates & hotpots citywide
- Basins inspected & cleaned in Zone 1
- Investigated depression on 200 block of Melrose Ave
- DPW Training at Public Works
- Outfall repair on Hidden Hills Dr.

#### Vactor

- Inlet cleaning – 100 block of Orchard Ln
- Lincoln Ave & Fluhart

#### Street Sweeping/Streetsweeper (sweeper down)

- 0 miles of road cleaned
- 0 cubic yards of debris removed

#### Fleet

- Mileage traveled by all departments for the week: 24,324
- PM Services completed for the week
  - Emergency Vehicles and Equipment: 0
  - Non-Emergency Vehicles and Equipment: 25
- Road Calls for the week:
- Quick Fleet Facts:
  - Fuel on hand: 13,315 gallons unleaded, 9,371 gallons diesel
  - Fuel used in one week: 1,986 gallons of unleaded and 623 gallons of diesel.
  - Fleet completed 57 work orders this week.

#### Utilities

- Projects Summary
  - Annual Supply of Sodium Bisulfite and Hydrofluosilicic Acid – Submitted a disposition memo for presentation at the June 26 City Commission meeting.
  - Breakaway Trails Yard Electrical and Pump Upgrades – Project advertisement approved at June 5 CC meeting prior to project advertisement.
  - Lift Station Improvements 2018 – Plans are scheduled to be received for review this week.
  - Lift Station 8M1 – Executed easement documents were received from the property owner.
  - Lift Station 10M & 12M Improvements – Work Order #2 to delete wetwell interior coating and replace sod with rock around LS #10 is being finalized.
  - Ormond Beach Force Main Upgrades – Received preliminary plans for review for various segments of the project.
  - WTP LPRO Membrane Replacement – Work authorization approved to McKim & Creed for design services at June 5 meeting.
  - WWTP Sodium Bisulfite Tank Replacement – Vented hatches were ordered to replace the previously installed non-vented hatches.
  - Utility Location Services – An award recommendation memo was prepared and uploaded to MinuteTraq for consideration at the June 26 CC meeting. Contract was sent to the contractor for execution.
  - Water Plant, Leeway and Breakaway Trails Elevated Storage Tank (EST) activities – The testing for lead base paint is scheduled for this week. The work order for engineering design services for the Leeway tank project is executed. OM Engineering prepared draft bid plans & specifications for the water plant elevated tank. Reviewed plans and specifications and provided comments.

- Utilities SCADA Upgrades (Software Purchase RFP) – Software selection and award recommendation to City Commission pending review of vendor provided agreement language. Continued coordination of draft RFP documents with consultant for integrator services.
- 1289 John Anderson - Volusia County Use Permit was received from the County.
- SPRC Projects (Utilities Review)
  - Edgewell Dock Addition – Received plans for review
  - Iris Subdivision – Received plans for review.
  - 275 Interchange Boulevard – Extended Stay America: A significant issue is the private lift station that serves the gravity sanitary sewer line along the corridor. A meeting is scheduled to discuss the lift station with the owner and developer
  - 1001 Broadway Avenue – Security First: Revised plans for adding a kitchen and grease trap were reviewed.

#### Water Treatment

- Delivered 36.31 million gallons for the week ending June 1, 2018 (5.19 MGD).
- Backwashed 12 filters for a total of 607,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through April 30, 2018 @ 6.057 MGD, SJRWMD 2018 allocation @ 7.477 MGD.
- Produced & hauled wet 40.5 tons of dewatered sludge (65 - 70% solids).
- Operated north & south plant generators for routine PM.

#### Waste Water Treatment

- Domestic and Industrial Wastewater flow was 47.10 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 6.73 MGD.
- Produced 13.26 Million Gallons of Reuse.
- Produced 33.84 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (May 01, 2017 – April 30, 2018 (MGD)): Influent 4.65 MGD (Permit 8 MGD); Surface Water Discharge 1.90 MGD (Permit 6 MGD); Reuse 3.19 MGD (Permit 10 MGD)
- Hauled 110.50 tons of dewatered residual solids (14%-18% solids).

#### Water Distribution

- Responded to 15 reports of customer concerns regarding low pressure, cloudy water or assistance with other plumbing needs.
- Responded to and/or repaired 9 water service leaks.
- Performed pressure testing on 6 city owned backflow preventers.
- Replaced 5 broken meter boxes.
- Replaced 5 water services due to low volume concerns or broken valves. One 2" casing was installed for a water service replacement under a road.
- Volusia County fire hydrant annual maintenance program, 5 FH's completed this week.
- Disconnected a residential water service due to a demolition at 642 N Beach St.
- Performed scheduled valve maintenance activities on 12 main line potable valves.
- Located a residential water meter for the Finance Dept.
- Repaired a 2" GSP pipe leak at the Water Treatment Plant serving backwash for Claricone #1.
- Located the fire line isolation valve and assisted a plumber with a shutdown for fire line plumbing repairs at 1275 Ocean Shore Blvd.
- R. Bruce Kershner Co. performed Competent Person/Trench Safety Training on June 4 and June 5 for all employees in Water Distribution, Wastewater Collections and Storm Water divisions.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 156 regular and 3 emergency utility locates for the previous week.

#### Wastewater Collection – Reuse

- Crews responded to 7 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 2 in the conventional system service area. Responded to 2 reuse trouble calls.
- Repaired broken 4" stack at 66 Westland Run, which was run over by a Bobcat.

- Replaced broken PEP tank at 28 Huntmaster Ct.
- Located PEP tank at 60 Foxcroft Run for Propane tank install.
- Located cleanout at 94 Highlands per customer request.
- Assisted Contractor with 30" outfall repair project.
- Raised J-box and rewired 11 Foxfords Chase.
- Cleaned & televised 40 China Moon as follow up to trouble call.
- Installed riser, raised J-box and rewired 17 Creek Bluff Way
- Repaired leak on 1" reuse service at 111 Deep Woods Way.
- Raised J-box and rewired PEP system at 33 Forest View Way.
- Rewired J-box at 78 Westland Run
- Checked force main pressure on Ocean Shore Blvd. AM Spanish Waters 26 psi, Ocean Mist Hotel 25 psi, Ormond Mall 0 psi.
- Low pressure sewer gauge readings: AM Foxhunters Flat (4 inch) 17 psi, Westland Run 21 psi & Shadow Crossing Blvd. (4 inch) 13 psi.

#### Wastewater Plant – Lift Stations

- Influent Pump Station, currently bypassed using Thompson 12" portable lift station, checked diesel engine fluid levels and general walk around check of unit, ok.
- McDonalds, mounted sprinkler controls to fence, weekly odor control and wet well cleaning, ok.
- Reaeration Tank, pulled south submersible aerator to deragg as needed.
- Sludge Feed Pump #2, noisy operations, gear box going bad and pump shaft rattling, needs to be rebuilt, began to remove/replace with repaired inventory.
- 4P, relocated temporary generator as needed to accommodate installation of concrete slab for new stationary generator.
- Final Tanks, Clarifier #3, fueled Thompson diesel bypass pump and filled all containers, ok.
- CS & PT, RTU communication cards failed, will replace when received.
- WIN911 monitor/response: 5M, high level, found station in float back up mode, operational and pumping down, pulled back up floats to test control system, reset back up system and rebooted controller, pulled transducer - deragged, ok; Tomoka Meadows, Spring Meadows, Camelot, Ormond Mall, Arroyo Parkway, 1M, 8P, and 6P, phase loss/high level, all appear to be weather related outages, Camelot, Spring Meadows, required portable generator, ok; Il Villagio - answering service, customer stated lift station alarming, no contact from WIN911, indication lamps in RTU cabinet showing signal sending to server, found wet well high, station holding level and very slowly making progress towards evacuation, will monitor; Breakaway Trails, generator running, FPL power out, contacted FPL for repairs, phase fault at soft starter, soft starter and breaker not operational, replaced with shop stock, will monitor;
- SCADA monitor/response: San Marco, Ormond Lakes #4 high starts, clean probe, ok.
- SCADA technician activities: Lift station Server, replaced worn server hard drive. Checked all the software configuration for the RAID controller to make sure new drive was selected as a hot spare. Previous amber blinking light on front panel of server that was an indication of failure changed to blue to show normal operation.
- Weekly Plant PM's: Grit Snail; Poly Blends, #1, #2; Clarifiers, #1, #2, #3, #4; Digester Blowers, #1, #2, #3; Bar Screens, #1, #2.
- Lift Station PM's: 32 monthly performed and 0 annual.

#### Water Plant – Well Fields – Booster Stations – Reuse System

- Call out after hours, North Sludge Pit, transfer pump tripping thermal overloads, installed temporary pumps, will follow up during normal work hours.
- Shadow Crossing Reuse, RTU power failure changed default settings upon repower, correct settings and reboot controller, ok.
- Well 27H AND 28H, not starting, overloads tripped, reset overloads and continuing to troubleshoot. 27H, incorrectly shows in SCADA as running. Motor overloads tripped, reset and signal returned back to normal. Checked SCADA operation with operators, ok.
- Well 28H, not working from SCADA, HOA switch was set to off position at 24H, when checking operation from SCADA with operators, noticed the well status relay providing running signal to RTU was bad, replaced with spare, ok.

- Fluoride day tank, replaced electric solenoid valve with ball valve, ok.
- Hypochlorite Generator, assisted with cylinder change.
- Lime Slurry pump #3, replaced leaking 2" flange, ok.
- Hypo-Chlorite pump #2, performed rebuild, ok.
- Hypo-Chlorite tank #1, replaced 2" expansion joint.
- Operational checks: B.A.T. and Shadow Crossing reuse, Riverview, Granada, Tomoka State Park, Standish; and Nova booster stations: Williamson interconnect.
- PM's: Rima wells 36, 37, 38.

#### Water & Wastewater Treatment/ Supply/ Distribution/ Collection Systems Regulatory Activities

- VCHD Sanitary Survey - Staff coordinating a response to the Health Department outlining corrective actions for items contained on the inspection report.
- Annual Water Quality Report – Volusia County Health Department approved the final version of the City's report, also known as Consumer Confidence Report (CCR). The report is available on the City's website at [WWW.ORMONDBEACH.ORG/CCR](http://WWW.ORMONDBEACH.ORG/CCR). Also, a hard copy is made available upon request for any customer requesting same. The report highlights the laboratory data from potable water samples collected throughout the 2017 calendar year along with other significant system improvements.
- Filter Dumpster Special Waste Application – Volusia County Solid Waste approved the filter dumpster at the WWTF to be disposed of at the Tomoka landfill. Staff is scheduling the delivery with the City's contract waste hauler.
- Cross Connection Control Program – Staff met with maintenance staff of an apartment complex within the City's potable water system to determine the facility's plan for bringing the backflow devices into compliance. Apartment complexes by definition are a high concentration of water customers and are a priority of the CCC program.
- Consumptive Use Permit (CUP) – Staff is coordinating a request from the SJRWMD to revise the City's CUP to change the standards for the wetlands monitoring performed and reported by the City. Additionally, staff met with a consultant for performing the wetlands evaluation in Rima Ridge where seven of the City's production wells are located.

#### 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:

- City Clerk attended weekly City Manager staff meeting
- City Clerk attended meeting with Acting Assistant City Manager
- City Clerk and HR conducted interviews for City Clerk position
- Staff attended and provided support for June 5, 2018, Capital Improvement Program Workshop and City Commission Meeting
- Staff attended and provided support for June 7, 2018, Quality of Life Board Meeting