

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: June 22, 2018

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:

- Conducted interview for City Clerk position
- Staff meeting
- General discussion meetings with various members of senior staff
- Continued prep work on The OB Life
- Held budget review meetings with departments throughout the week

Spoke to, attended and/or met with:

- Saturday fishing tournament on Neptune approach
- Alliance for Innovation workshop, Civic Innovation Lab: Ideas with Love
- General discussion meeting with Commissioner Littleton
- Economic Prosperity Hour held by the Chamber
- Met with the News-Journal editorial board regarding The OB Life initiative

Community Development

Planning

- The next Board of Adjustment of Appeals meets on July 11, 2018. At the meeting, the Board shall review an appeal by the property owner of the Chief Building Official's permit denial for the re-construction of a billboard at 1001 North U.S. Highway 1, the Tomoka Boat Club. The Board of Adjustment shall also meet on July 18, 2018 to review any submitted variance applications.
- The Planning Board meets on July 12, 2018 to review a Preliminary Plat application for a 20 acre parcel at the intersection of Warden Trail and Leeway Trail. The plat seeks to subdivide the parcel into four lots each five acres in size.
- Attended the Civic Innovation Lab: Ideas with Love workshop.

Building Inspections, Permitting & Licensing

- 11 new business tax receipts issued.
- 327 inspections performed within the City (9 by private provider).
- 132 permits issued within the City, with a valuation of \$1,585,702

Development Services

- The Site Plan Review Committee (SPRC) received an application at 1520 West Granada Boulevard to demolish the existing gas station and construct a Chase Bank of approximately 3,470 square feet with associated site improvements.
- The SPRC conducted a pre-application meeting with the project engineer for the property at 1535 North U.S. Highway 1. The site has participated in the City's Brownfield program and seeks to demolish the existing gas station and re-construct a 2,490 square foot Dunkin Donuts restaurant.

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 (note: Airport Operation and Development is now under Public Works)

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 sf 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 Managers 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 has also requested its transportation consultant investigate state funding opportunities for the traffic light.

- Airport Business Park
 - Concentrated Aloe is continuing with the construction of 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.
 - Staff met with the representatives of various economic development agencies in Volusia County to the formation of a unified county-wide entrepreneurial training program.

- 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.

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 \$6.2 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. Payroll has started training Public Works staff.

- Completed Projects - Weekly
 - Processed 57 Journal Entry Batches.
 - Approved 26 Purchase Requisitions totaling \$456,966.76.
 - Issued 21 Purchase Orders totaling \$100,076.19.
 - Prepared 114 Accounts Payable checks totaling \$386,266.79 and 33 Accounts Payable EFT payments totaling \$391,593.96.
 - Prepared 379 Direct Deposits totaling \$483,166.45.
 - Transferred IRS 941 payment of \$158,421.16.
 - Issued 583 past due notices on utility accounts.
 - Auto-called 281 utility customers regarding receipt of a past due notice.
 - Processed 452 payments through Interactive Voice Response System totaling 41,981.74.
 - Grant money fiscal year-to-date total received, \$6.9 million dollars.

Grants/PIO

- Press Releases
 - Ormond Beach Celebrates Independence Day
 - Movies on the Halifax (7/6, Jumanji: Welcome to the Jungle, PG-13)
 - Walking with the Manager (7/6)

- Other
 - Citizen Contacts
 - Media Contacts
 - Added to and updated items in News & Announcements and other pages on the City's website.

- Attended Innovation Workshop
- Completed weekly events calendar ad for Ormond Observer.
- Attended staff meeting.
- Attended Communications meeting.
- Attended quarterly LMS meeting.
- Attended NIAB meeting to determine recommended uses of excess funding.
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.

Fire Department

- Weekly Statistics
 - Fires: 1
 - Fire Alarms: 7
 - Hazardous: 4
 - EMS: 85
 - Motor Vehicle Accidents: 11
 - Public Assists: 54
 - TOTAL CALLS: 162
- Aid provided to other agencies: 7 Calls – Daytona Beach (3), Volusia County (4)
- Total staff hours provided to other agencies: 7
- # of overlapping calls: 38
- # of personnel sent with EVAC to assist with patient care during hospital transport: 3
- Total EMS patients treated: 69
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 52
- Training Hours
 - NFPA 1001: Firefighting 23
 - NFPA 1500: Safety/Equipment 8
 - EMT/Paramedic 10
 - TOTAL TRAINING HOURS: 41
- Station Activities
 - Serviced 72 fire hydrants
 - Updated 6 pre-fire plans
- Significant Incidents
 - 6/16/18, 9:23 PM: Williamson Blvd./W. Granada Blvd. – Motor Vehicle Accident – Responded to a motor vehicle vs. bicycle collision – one patient transported as a trauma alert – a firefighter assisted EVAC during transport.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Police Officer (Police) open 6-8-17 until filled. Advertised on City web site, governmentjobs.com, FL League of Cities, Indeed, and internally.
 - Police Captain (Police) open 6-11-18 until 7-13-18. Advertised on City web site, governmentjobs.com, FL League of Cities, Indeed, and internally.
 - Neighborhood Improvement Officer (Police) open 6-18-18 until 6-29-18. Advertised on City web site, governmentjobs.com, FL League of Cities, Indeed, and internally.
 - Civil Engineer (Engineering) open 6-18-18 until 7-13-18. Advertised on City web site, governmentjobs.com, FL Engineering Society, American Society of Civil Engineers, Engineerjobs.com, FL League of Cities, Indeed, and internally.

- Maintenance Worker II (Streets/Public Works) open 6-19-18 until 7-6-18. Advertised on City web site, governmentjobs.com, Indeed, and internally.
- Part Time Treatment Plant Operator C, B, or A (Water Plant/Public Works) open 6-20-18 until 7-6-18. Advertised on City web site, governmentjobs.com, Indeed, and internally.
- Seasonal Part Time Maintenance Worker II (Parks/Leisure Services) re-advertised 4-23-18 until 6-22-18. 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)
 - Utility Sludge Hauling Tech (Utilities/Public Works) open 6-12-18 until 6-20-18. Advertised internally.

- Background/Reference Checks/Job Offers
 - Police Officer (Police)
 - Maintenance Worker II (Wastewater Collection/Reuse Distribution/Public Works)
 - Firefighter/EMT (Fire)
 - Evidence Custodian (Police)

- Separations
 - Fire Chief (Fire)
 - Economic Development Director (Economic Development)
 - Chief Treatment Plant Operator (Water Production/Public Works)
 - Police Sergeant (Police)
 - Maintenance Worker II (Streets/Public Works)
 - Part Time Treatment Plant Operator (Water Plant/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
 - New employee orientation was held 6-18-18
 - Blood Drive at City Hall 7-16-18

- Risk Management Projects
 - Assist liability attorney with responses to legal requests
 - Work on PTSD training for first responders

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 thru 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: 23
 - Completed: 33
 - In progress: 64

- Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 39,894
 - Inbound E-Mails Blocked: 16,400
 - Delivered Inbound E-Mails: 23,494
 - Quarantined Messages: 160
 - Percentage Good Email: 58.9%
 - Virus E-Mails Blocked: 1

- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 4
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 37
 - Information Requests from External Organizations: 2
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 93 : Total in system = 1,869
 - Meters GPS Located this week: 0: Total in system = 23,675; 22,892 potable, 772 Irrigation, 11 Effluent

Leisure Services

- Administration
- City Manager's meeting
- Public Works meeting
- Janitorial services meeting
- Met with landscape contractor for weekly updates
- Park visits
- REEL in the FUN Fishing Tournament
- Alliance for Innovation, Civic Innovation Lab workshop
- City Commission 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

- EDC volunteers and Community Gardens volunteers set up information tables at Tomoka State Park's Pollinator Program on Saturday from 10 am to 2 pm.
- Tours were given as needed on Saturday and Tuesday through Friday.
- EDC summer hours continued with the facility open Tuesday to Friday from 3 pm-5 pm and Saturday 10 am to 4 pm.
- Enviro Camp was held at the EDC Monday to Friday from 9 am to 3 pm.

- The volunteer Community Gardens Board met at the EDC on Wednesday from 3:30 pm to 5:00 pm.
- Enviro Camp and Master Gardener Russ Royce planted tropical sage in the EDC's butterfly garden on Friday 9 am to 12 pm.

Athletics

- The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday and Friday at the Sports Complex. Play was at 1pm weather permitting.
- OBGS/LR Recreational Baseball/Softball are practicing this week at Nova Fields and at the softball quad at the Sports Complex.
- City Youth Volleyball program continued 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, Cleaned handball, tennis, and basketball courts at Nova
- Cleaned Magic Forest and the common area of Nova Park
- Cleaned all sports parks daily of debris/trash from the events during the week
- Greased and cleaned equipment
- Continued dragging infields (18) daily at the Sports Complex and Nova
- Blew out all dugouts, hitting mats, batting cages, sidewalks, etc.
- Continued edging infields (18) weekly at the Sports Complex and Nova
- Dragged Osceola and South Ormond fields
- Added clay to bullpens at Wendelstedt and Kiwanis fields
- Put in home plate mats at softball quad and Nova fields

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.
- Big Band America rehearsal was held on Thursday from 7:00 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 Dance Camp and regular classes Monday through Friday
 - Ormond Church held services Sunday
- The Performing Arts Center hosted the following events:
 - CMT 2018 Dance Showcase, Thursday, 7:00 pm to 9:00 pm
- The Performing Arts Center is preparing to host the following events:
 - Volusia Academy of Ballet Recital, Saturday 7:00 pm to 9:00 pm

South Ormond Neighborhood Center

- Splash pad open March 15-November 30
- Open park and playground sunrise to 11 pm daily
- Fitness room
- Open gym
- Pavilion rental Saturday
- Summer Camp Monday-Friday

Community Events

- Weekly administrative tasks, office work, meetings, and activities
- REEL in the FUN fishing tournament
- Assisting with Senior Games tasks – ongoing
- Attended Economic Prosperity Hour
- Planning of 2018 events through July:

- 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 clinic, Saturday, June 30
- Open Gym, Friday, June 22
- 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.
- Camp T-Rec started, they meet Monday through Friday from 8:30 am-2:00 pm for six weeks.
- Summer Basketball League, for players 12-18 years of age, continues. Each day, two teams in the same age group are given the time to play each other during the summer.
- Free breakfast and lunch is offered through the County Summer Food Program.
- Coed Youth Volleyball League continues, they meet Tuesday and Thursday until the beginning of August.

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.
- A wedding took place at Ames Park on Saturday from 9:00 am-10:00 am.
- Karlene McConnell's art exhibit is on display at The Casements through June 2018.
- Enviro Camp week three "Waiting on the World to Change" took place Monday-Friday from 9:00 am-3:00 pm at the Environmental Discovery Center.
- Art Explosions Camp week three "What's Up?...Watercolor!" took place Monday-Friday from 9:00 am-12:00 pm at The Casements.
- Greek Cooking Class took place at The Casements on Thursday from 4:00 pm-8:00 pm
- Yoga took place from 10:00 am-11:30 am on Tuesday and Thursday.
- Pilates took place from 8:30 am-9:30 am on Monday, Wednesday, and Friday.

Parks Maintenance

- Citywide inspection of parks
- Inspected and posted for reservations at pavilions
- Osceola Elementary School: Installed four new basketball hoops and nets
- Andy Romano Beachfront Park: Repaired loose handrails on steps leading to beach

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
- Weekly inspection of DOT and facility lighting at various City locations
- Weekly lighting inspection of airfield runways, taxiways and signage
- Hung exhibit material at the Environmental Discovery Center
- Repaired the front gate at Fleet
- Installed new hose reel at Environmental Discovery Center
- Repaired the backflow water leak at Fortunato Park
- Repaired ladies room clogged toilet on second floor at The Casements
- Replaced the kitchen suppression batteries at Fire Station 91

- Repaired the roadside sign lights at Fire Station 91
- Replaced main lobby ceiling tiles at the PAC
- A/C repair work in various City facilities
- Repaired the fire sprinkler back flow at SONC
- Cleaned the gutters and downspouts at SONC

Police Department

Administrative Services

- Lt Smith attending Police Explorer State Competition.
- National Night Out planning has begun.
- Staff hosted Weekly Staff Meeting.
- Chief attended Circuit 7 Governor's Executive Order Meeting
- Staff attended Lunch and Learn
- Staff attended Crime View
- Staff hosted a supervisor meeting
- Staff attended budget meeting

Community Outreach

- YDC members met to review and practice the lip-sync songs for the 2018 State of Florida Association of Police Athletic Leagues Annual Conference. The conference is July 19-22 at Disney's Coronado Springs Resort.
- Twenty-six members of the basketball program participated in practice last week.
- The OBPAL summer partnership with Department of Leisure Services during the Summer Connections Program began June 18 and will continue for the next 6 weeks. OBPAL tutors are instructing skills enhancement classes in reading and math, computer lab, science and art. In addition to educational programs, OBPAL will partner to provide field trips to area attractions including SeaWorld, Kennedy Space Center and Daytona Lagoon.
- The first of four Reading with a Cop programs was held June 13 at 10:30 am at the Ormond Beach Library. Sgt. Elkins read "The Case of the Missing Donut" and answered questions about being a police officer. Twenty two attended the program and enjoyed a decorate-your-own donut treat.

Community Services & Animal Control

- Animal Calls responded to: 54
- Animal Reports: 7
- Trap Neuter Release: 2
- Animal Bites: 0
- Animals to Halifax: 5
- Vaccination Clinic: 18
- Found Property Reports: 3

Criminal Investigations

- Cases Assigned: 53
- Cases Cleared by Arrest/Complaint Affidavit: 3
- Cases Exceptionally Cleared: 9
- Inactive: 8
- Fraud: 5
- Burglary Business: 1
- Burglary Residential: 4
- Larceny Car break: 23
- Grand Theft: 1
- Auto Theft: 3
- Missing Persons: 3
- Recovered Missing Persons: 0
- Robbery: 1
- Assaults: 0
- Police Information: 2

- Suspicious Incident: 0
- Sex Offense/Rape: 2

Records

- Walk - Ins / Window: 40
- Phone Calls: 50
- Arrest / NTA'S: 29
- Citations Issued: 91
- Citations Entered: 102
- Warnings Entered: 370
- Reports Generated: 166
- Reports Entered: 126
- Mail/Faxes/Requests: 15
- Trespass Warnings: 4

Patrol

- Total Calls: 1220
- Total Traffic Stops: 142

Operations

Crime Opportunity Report Forms 84

- 6/13/2018
 - Vandalism, 1380 West Granada Boulevard (Jena Medical). Witness observed suspect vandalize the victim's vehicle.
 - Grand Theft, 142 Magnolia Drive. Victim reported jewelry and tools stolen from their residence.
 - Carbreak, 83 Mayfield Circle. Victim reported that currency was taken from vehicle. The vehicle was not locked.
 - Carbreak, 1299 Fernway Drive. Victim reported that nothing was missing. The vehicle was not locked.
 - Shoplifting Arrest, 1521 West Granada Boulevard (Walmart). Female subject was observed by loss prevention officers not scanning multiple items at the self-check-out registers.
 - Shoplifting Arrest, 1458 West Granada Boulevard (Bealls). Two females entered the store, concealed items in a bag and exited the store.
 - Larceny, 38 Plaza Grande Avenue. Victim advised his trailer and wheelbarrow were stolen.
 - Burglary Residence, 955 South Nova Road #6. Victim advised unknown subjects went into her shed and stole food from her freezer.
 - Battery, 1521 West Granada Boulevard. During a road rage incident the victim was struck with a water bottle.
 - Battery Arrest, 1 Cypress Circle #A. During an argument one subject spit on the other party and broke the other party's cellular phone.
 - Shoplifting Arrest, 1458 West Granada Boulevard (Bealls). Female subject stole clothing from Bealls and concealed them in her purse.
 - Battery Law Enforcement Officer Arrest, 3 North Yonge Street. Female was contacted during a traffic investigation. During the investigation she became combative and struck one of the investigating officers.
- 6/14/2018
 - Carbreak, 787 Flamingo Drive. Victim reported that nothing was taken, vehicle was unlocked.
 - Stolen Vehicle, 47 North Saint Andrews Drive. 2015 Toyota Highlander w/FL tag stolen. Keys stolen with vehicle.
 - Burglary Residence, 45 Spring Meadows Drive. Suspect, known to the victim, took personal checks from the bedroom dresser and cashed them at an AMSCOT.
 - Shoplifting, 1340 West Granada Boulevard (Lowe's). Unknown suspect stole lawn blowers valuing over \$400.
 - Carbreak, 96 Benjamin Drive. Report made to document incident due to victim not wanting to make report of the burglary. Vehicle was unlocked.

- Carbreak, 235 Ponce De Leon Drive. Victim reported that nothing was taken. Vehicle was unlocked.
- Carbreak, 42 Benjamin Drive. Victim reported that nothing was taken. Vehicle was unlocked.
- Carbreak, 146 Northshore Boulevard. Victim reported that nothing was taken. Vehicle was unlocked.
- Carbreak, 2 Oriole Circle. Victim reported that miscellaneous change was taken. Vehicle was unlocked.
- Carbreak, 676 Flamingo Drive. Victim reported that speakers, cartel vape, and miscellaneous change was taken. The vehicle was unlocked.
- Carbreak, 108 Ponce De Leon Drive. Victim reported that laptop taken from vehicle. The vehicle was unlocked.
- Carbreak, 124 Ponce De Leon Drive. Victim reported that nothing was taken. Vehicle was unlocked.
- Carbreak, 146 Ponce De Leon Drive. Victim reported that nothing was taken. Vehicle was unlocked.
- Carbreak, 32 Ponce De Leon Drive. Victim reported that miscellaneous change taken from vehicle. The vehicle was unlocked.
- Carbreak, 244 Ponce De Leon Drive. Nothing reported stolen. Multiple unlocked vehicles were entered.
- Carbreak, 192 Ponce De Leon Drive. Victim reported that miscellaneous change was taken. The vehicle was unlocked.
- Armed Robbery, 1622 North United States Highway One (Exxon). Victim advised an unknown suspect pointed a firearm at her and demanded her property, cash, watch, and lotto tickets.
- Shoplifting Arrest, 1458 West Granada Boulevard (Bealls). Female subject entered the business and gathered several items of clothing valued at approximately \$180 and exited the business without paying for the merchandise.
- Fleeing Driver Arrest, 555 West Granada Boulevard (The Boulevard Executive Park). An officer spotted a burglary suspect in a vehicle and attempted to stop the vehicle. The vehicle initially stopped and once officers were making an approach to the vehicle, the vehicle fled into the business park.
- Battery/Domestic Violence Arrest, 10 Fox Hollow Drive. Male subject pushed a family member, causing her to fall.
- Carbreak, 353 Chardon Road. Victim reported that miscellaneous change was taken. The vehicle was unlocked.
- Carbreak, 192 Ponce De Leon Drive. The victim reported that loose change was taken. The vehicle was unlocked.
- Fleeing Vehicle, Bosarvey Drive & South Atlantic Avenue. An officer attempted a traffic stop on a vehicle which fled from him at high speed. The driver abandoned the vehicle and was unable to be located.
- 6/15/2018
 - Shoplifting Arrest, 1521 West Granada Boulevard (Walmart). Male subject consumed alcoholic beverages within the store and left without paying.
 - Larceny Stolen Tag, 372 West Granada Boulevard (Quest Diagnostics). Florida tag was removed from a red scooter.
 - Carbreak, 341 Parque Drive #6. Suspects stole gasoline from vehicle by drilling a hole in the gas tank.
 - Carbreak, 4 Prairieview Lane. Victim reported that a public safety badge and a retired police ID card was taken. Vehicle was unlocked.
 - Battery/Domestic Violence. 111 Coquina Drive. The victim advised that she was battered by a known male who had fled the scene.
 - Hit & Run Crash, 200-block Country Club Drive. A vehicle struck the palm trees in the median and left the scene. Suspect vehicle located a short time later.
 - Narcotics Arrest, 205 South Atlantic Avenue (Castillo Del Sol). Hotel employees called in about a male on the pool deck who was causing a disturbance. Subject was located by assisting

- agency on the beach and during the investigation he was discovered to have narcotics on his person.
- Driving Under the Influence Arrest, 200 block North Yonge Street. A traffic stop was conducted on a suspected drunk driver. The driver was also found to be in possession of narcotics.
 - 6/16/2018
 - Carbreak, 1504 San Marco Dr. Victim reported that money was stolen. Vehicle was unlocked.
 - Battery/Domestic Violence Arrest, 221 Cardinal Drive #B. Officers responded to this address in reference to a disturbance. Investigation revealed that a female subject had battered her live-in boyfriend.
 - Fatal Crash, 1500 block of W. Granada Boulevard. Male subject struck by car while crossing the street.
 - 6/17/2018
 - Burglary Business, 101 East Granada Boulevard (former Food Lion). Entry was made into the building and damages were done to the interior of the building.
 - Battery/Domestic Violence Arrest, 119 South Orchard Street. Juvenile was in a physical altercation with stepfather.
 - Carbreak, 1608 North United States Highway One #131 (Days Inn). Victim reported that wallet and cash stolen. Vehicle was unlocked.
 - Warrant Arrest, 1608 North United States Highway One (Days Inn). Subject was contacted and found to have an open warrant out of Flagler County.
 - Burglary Attempt, 709 S. Center Street. Victim reported that an unknown subject cut through the rear screen and was on the porch attempting to enter her home.
 - Missing Person, 2099 North Beach Street (Tomoka State Park). Male subject was reported missing by family members after an overnight camping trip at the Tomoka State Park.
 - 6/18/2018
 - Burglary Residence, 729 Flamingo Drive. Victim reported that miscellaneous tools were taken from open rear porch.
 - Carbreak, 351 Melrose Avenue (Ormond Beach Senior Center). Victim reported that gas was taken from vehicle. Hole was drilled in gas tank.
 - Suspicious Incident, 39 Benjamin Drive. Officers responded to a report of a Burglary in Progress. No criminal act, juvenile female allowed a friend to sneak into a house via the window.
 - Narcotics Arrest, 800 Block Hand Avenue. Male subject was stopped for a traffic violation. During the stop, the male fled the scene in the vehicle, crashing a short distance later. Male was located a short while later.
 - Driving Under the Influence Arrest, 600 Block North Orchard Street. Female subject was stopped for a traffic infraction and found to be intoxicated.
 - 6/19/2018
 - Grand Theft, 930 Old Mill Run. Victims' daughter called and reported her father's S&W .380 handgun missing from the residence.
 - Grand Theft, 42 Canterbury Woods. Victim reported \$2,600 in cash missing from his residence.
 - Carbreak, 1 Tomoka Oaks Boulevard. Unknown subject crawled underneath victim's truck and drilled into the gas tank and drained nearly a full tank of fuel.
 - Traffic Arrest, 365 West Granada Boulevard (Winn Dixie). Officers responded to the Winn Dixie liquor store in reference to a retail theft with an off duty LEO following the suspect vehicle. During an attempted traffic stop to investigate, the driver of the vehicle fled from officers in a reckless and careless manner.
 - Theft, 1521 West Granada Boulevard (Walmart). A customer was having difficulty strapping two bicycles onto her vehicle. A male in a U-Haul offered to take the bikes to her residence and then left the area with them.
 - Narcotics Arrest, Hand Avenue & South Nova Road. During a traffic stop a subject was found in possession of marijuana.

- Warrant Arrest, 440 North Nova Road. Male subject who was a passenger in a vehicle was found to have an outstanding juvenile warrant for his arrest. Subject was also reported as missing.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 31
 - Number of Uniform Traffic Citations Issued: 41
 - Number of Written Warnings Issued: 33
 - Number of parking tickets issued: 0
- Traffic Crash Reports
 - Number of Crashes without Injuries: 8
 - Number of Crashes with Injuries: 2
 - Number of fatal Crashes: 1

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 16 Cases initiated
- Zone 2: 14 Cases initiated
- Zone 3: 9 Cases initiated
- Zone 4: 2 Cases initiated
- 14 signs have either been removed or sign cases created.
- 0 tree removal permit requests.
- Administrative staff assisted with four (4) walk-ins and ninety-one (91) telephonic inquiries.

Public Works

Airport Operation and Development

- Staff completed work with personnel from Economy Electric to investigate and repair an issue with the runway edge lighting for Runway 8/26. The runway edge lighting has been restored to normal operation.
- Staff completed work to acquire quotes to repair the pedestrian gate at the air traffic control tower facility. Staff will review the information and schedule the repairs to occur as soon as possible.
- Staff received confirmation that the federal grant application for the projects to rehabilitate Runway 8/26 and design the extension of Runway 8/26 and Taxiway Alpha have been accepted at the Orlando Airports District Office of the Federal Aviation Administration.
- Staff received additional information this week about the new Public Transportation Grant Agreement (PTGA) that will replace the Joint Participation Agreement (JPA) currently utilized by the Florida Department of Transportation. The PTGA becomes effective on July 1, 2018.
- Staff completed work this week to locate and mark a reference point for the wind direction apparatus of the airport's Automated Weather Observing System (AWOS). The reference point is used to determine the accuracy of the wind direction apparatus.
- Staff participated in a teleconference with Gale Associates, Inc. regarding a future project to improve the airport's perimeter fence, gates, and other security systems as recommended in the Wildlife Hazard Assessment report completed earlier this year.
- Staff completed work to renew the City's registration with the federal System for Award Management (SAM). Current SAM registration is required before grants may be awarded for airport projects by the Federal Aviation Administration.

Engineering

- Projects Summaries
 - Construction Projects:
 - South Peninsula Reclaimed Expansion – The contractor continues to install additional water services on River Beach Drive. Preliminary draft as-builts have been submitted to the City for initial review. GIS is finalizing their update to include this work in the City database. A final inspection is in the process of being scheduled.

- Ph III 2-Inch Water Main Replacement – Peninsula – City is awaiting final as-builts revised per GIS comments.
- Ph III 2-Inch Water Main Replacement – Mainland – Contractor 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 75% complete. The existing plant material has been removed. 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 has repaired two other upland sections of outfall and are proceeding with repairing the subaqueous section.
- Storm and Sewer Lining – Storm main inspections are underway, with lining operations beginning in approximately 2 weeks.
- Deer Creek Reclaimed Water – Contracts were received back from the contractor. The contractor will start work this month.
- Ormond Crossings Utility Extensions – The contractor has installed the jack and bore for the utility crossings at the railroad crossing and is installing both water main and sewer lines along Broadway.
- 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 has sealed the cracks in the existing asphalt. They will return at the end of July to micro surface the roads.
- CDBG – Streetlight Replacement – 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 – Structural drawings are in process.
- Water Plant Upgrades – Staff met with the consultant to work out the logistics on the chlorine conversion portion of the project.

- 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.
 - WTP Sludge Residuals Facility Improvements – Staff received final plans and is ready to bid this project once Finance 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 barre” 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 consultant has submitted and received a permit exemption from FDEP for the fishing pier repairs.

Survey and geotechnical borings are underway with final draft plans expected this month. Consultant has submitted the plans for the fishing pier repairs for staff's review.

- WWTP Sludge Dewatering Improvements – Consultant submitted final plans. A review meeting is scheduled next week.
- 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 has submitted a proposal and staff will schedule for CC approval.
- Wilmette Avenue Pumping – A FEMA HMGP Phase I engineering/design grant has been executed by the City, and is in process for final execution by the State.
- Laurel Creek Stream Gauges – Staff received a revised quotation from OPTI and is reviewing the installation procedures for in house installation of the additional lake level monitoring devices.
- 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 – Engineering consultant is preparing a proposal for the electrical design of the field lighting.
- 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 – Staff is coordinating work between the design engineer and the geotechnical contractor.
- MacDonald House – City staff met with AM Weigel who is preparing an updated proposal to take a limited approach to restoration and investigation of the work with a focus on exterior aesthetics and structural repairs to MacDonald house, staff later in the week met with The Ormond Beach Historical Society to update.
- Granada Median Landscape Improvements (Orchard Street to I-95) – Staff is finalizing planting plan.
- 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 – Staff met with the design engineer to go review preliminary designs
- Coquina Court Drainage – Comments were returned to the Engineer on the 60% plans. Proposed specifications are still under review.
- 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 is working to negotiate the cost for design services with CPH based on project requirements and scope.
- Departmental Activities
 - Continued to prepare for storage non-digitized plans.
 - Reviewed daily Engineering permit applications through the ProjectDOX system.
 - Reviewed plans and created approved wetland protection permit for 1523 Oak Forest Drive dock repairs and replacement.
 - Completed topographic survey along Old Tomoka Road for proposed sidewalk construction.
 - Continued the modification of the Granada Median Landscape Plan, per Project Manager's comments.
 - Created tennis & pickleball court drawing sketches.
 - Research for hurricane damaged portion of Cassen Park fishing pier to determine locations of electrical service, water service, and location of bait cleaning station. Also created exhibit map of same and provided to engineering consultant, per request.
 - Created a plan set for Cassen Park water service repair, per Utilities Division request.
 - Created construction plan drawing set of Old Tomoka Road based on the survey data.

- Researched old files and supplied PDF copies for The Casements' basement HVAC/electrical plan layout, per request.
- Created and supplied PDF exhibit map of Hull Road utilities, per surveyor request.
- Researched as-built drawing files and provided copies of Villagio pump station and off-site force main to Utilities Division, per request.
- Researched old files and worked with Volusia County Records to locate copies of the access easements for properties along Warden Trail.
- Researched old files for possible easement over property adjoining the Billy's Tap Room restaurant property to help resolve access dispute between property owners, per Public Works request.

Environment Management

Street Maintenance - Asphalt/Concrete

- Asphalt work on Lincoln Ave, Hidden Hills, John Anderson, Harvard, Winding Woods; Lincoln & John Anderson; cut-out on Marjorie Trl; cut out & patch Mound Ave
- Grinded sidewalk on Main Trl
- Pulled cones & cleaned up Hidden Hills

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
- Removed dead pine tree at Riviera Park; damaged maple on Hidden Hills Dr; rootball on Old Kings Rd; dead pine on Iroquois Trl; dead and hanging limbs at Fortunato Park parking lot
- Removed large limb and trimmed over water tank on Standish Dr
- Cut and removed tree stumps on Cherrywood & CP3
- Spread fill dirt at Old Kings and Hammock Ln
- Trimmed limbs off fence at tennis court in CP3

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
- Cut branches at CP3 tennis courts
- Blew off courtyard & walks at City Hall complex; leaves off of walkways
- Trimmed around Stop sign at New Britain and N Ridgewood Ave; Division Ave West of S Ridgewood; Fleming Ave

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
- Road striping inventory citywide
- Reinstalled 4/5 orange delineators on Fluhart
- Installed post in ground at Fleet

Stormwater Maintenance

- Reachout mowing FDOT ponds Citywide; ditch mowing on Arroyo Pkwy; Whispering Pine Trl; Division pond/Hull Rd
- Locates citywide
- Remove sandbags from inlets on Timberline Trl
- Sinkhole investigation on Red Bud Ln
- Ditch maintenance on Lindenwood Cir
- Drywell stones in The Trails
- Replaced sod on Dormont
- Pipe replacement prep on Hall Rd & Ocean Ter
- Basins inspected and cleaned citywide
- Gates and pumps citywide

Vactor

- Basin cleaning citywide; maintenance at PW yard; assist Street Div. on Old Kings; Hull Rd

Street Sweeping/Streetsweeper (Vacation/Sweeper Down)

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

Fleet

- Mileage traveled by all departments for the week: 24,090
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 9
 - Non-Emergency Vehicles and Equipment: 8
- Road Calls for the week: 0
- Quick Fleet Facts:
 - Fuel on hand: 8,703 gallons unleaded, 7,982 gallons diesel
 - Fuel used in one week: 2,280 gallons of unleaded and 900 gallons of diesel.
 - Fleet completed 63 work orders this week.

Utilities

- Projects Summary
 - Annual Supply of Sodium Bisulfite and Hydrofluosilicic Acid – A disposition memo to solicit bids for these chemicals at a City Commission meeting is in the review process.
 - Breakaway Trails Yard Electrical and Pump Upgrades – Pre bid meeting held on June 19, 2018 with no prospective bidders attending.
 - Lift Station Improvements 2018 – Plans were received for review.
 - Lift Station 8M1 – Executed easement documents were received from the property owner. Acceptance of easements will be placed on the agenda.
 - Lift Station 10M & 12M Improvements – Work Order #2 to delete wetwell interior coating and replace sod with rock around LS #10 is being finalized. Preliminary as-built drawings were received for review. Additional hedge screening is being discussed with Trails HOA.
 - Ormond Beach Force Main Upgrades – Received preliminary plans for review for various segments of the project.
 - WTP LPRO Membrane Replacement – Executed work authorization was received.
 - WWTP Sodium Bisulfite Tank Replacement – Vented hatches were installed. The project is completed.
 - Utility Location Services – Contract award recommendation prepared for the June 26 CC meeting.
 - Water Plant, Leeway and Breakaway Trails Elevated Storage Tank (EST) activities – The testing for lead based paint for all tanks was performed 6-6-18. Reviewed bid plans and

specifications for the water plant elevated tank. Bid plans and specifications for WTP elevated storage tank scheduled for review and authorization to bid at the June 26 meeting.

- Utilities SCADA Upgrades (Software Purchase RFP) – Software selection and award recommendation to City Commission pending review of vendor provided agreement language. Continue coordination of draft RFP documents with consultant for integrator services.
- 3 Rivocean Drive – Plans are being prepared for Volusia County Use Permit for a water service line replacement.
- SPRC Projects (Utilities Review)
 - 122 N. Nova Road – Discussed requirements to provide a separate water service if the unit is split to 122 and 124 N. Nova Road.
 - 1190 US1 – Edgewell Personal Care: Plans are being reviewed.
 - Iris Subdivision (Flagler Co. – Hunter’s Ridge) – Plans are being reviewed.
 - 275 Interchange Boulevard – Extended Stay America: Owner to decide whether or not to move forward based on June 6, 2018 SPRC meeting discussion. The condition of the lift station is being assessed.
 - 650 S. Atlantic Avenue Off Beach Parking – Pre-construction meeting minutes were received. Construction is scheduled to start next week.
 - 99 Portland St. – Garden Plaza Stor-it: Plans for parking lot expansion are being reviewed.
 - 600 W. Granada Blvd. – Granada Point: Received revised conceptual plans for review. Additional services are proposed.
 - 1268 W. Granada Blvd. – Shoppes on Granada Phase 2: Revised plans are being reviewed.
 - 1520 W Granada Blvd. – Chase Bank: Received revised plans for review.
 - 1535 N. US1 – Met to discuss conceptual plans for a drive through restaurant. Water and sewer service is available. A well will be allowed for irrigation.
 - Pump House (corner of SR40 and N. Ridgewood Ave.) – Discussed conceptual plans for a barbeque restaurant. Water and sewer is available to serve the site.

Water Treatment

- Delivered 37.10 million gallons for the week ending June 15, 2018 (5.30 MGD).
- Backwashed 11 filters for a total of 564,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through May 31, 2018 @ 6.026 MGD, SJRWMD 2018 allocation @ 7.477 MGD.
- Produced & hauled wet 67.5 tons of dewatered sludge (65 - 70% solids).
- Operated north & south plant generators for routine PM.

Waste Water Treatment

- Domestic and Industrial Wastewater flow was 44.95 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 6.42 MGD.
- Produced 17.90 Million Gallons of Reuse.
- Produced 27.05 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 193.07 tons of dewatered residual solids (14%-18% Solids).

Water Distribution

- Responded to 6 reports of customer concerns regarding low pressure, cloudy water or assistance with other plumbing needs.
- Responded to and/or repaired 6 water service leaks.
- Performed accuracy testing on one (1) each 6” and 4” commercial water meters.
- Performed pressure testing on 7 city owned backflow preventers, 3 required minor repairs.
- Replaced 19 broken meter boxes.
- Replaced 5 water services due to low volume concerns or broken valves. Three casings installed for water service replacements under roads.

- Continued annual Volusia County fire hydrant maintenance program, 21 FH's completed this week.
- Performed repairs to 5 fire hydrants due to work orders generated from OBFD flow testing.
- Performed valve maintenance on 11 valves along N. US Hwy 1.
- Disconnected 2 residential water services due to demolition requests.
- Replaced 3 residential water meters due to Finance Dept. work orders.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 149 regular and 5 emergency utility locates for the previous week.

Wastewater Collection – Reuse

- Crews responded to 25 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 2 in the conventional system service area. Responded to 1 reuse trouble calls.
- Disconnected sewer at 695 N Beach St.
- Replaced PEP tank at 57 Circle Creek Way
- Pumped out and wired 107 Tomoka Ridge Way. New install, home contractor did not wire pump to home service.
- Replaced pump and rewired PEP system at 21 Forestview Way and 47 Winding Creek Way.
- Replaced E-One pump at 187 Black Hickory Way. Possible lightning strike. Had to replace pump again 2 days later. FPL had run a temporary service which possibly shorted new pump. Vendor sent technician to verify all was good in control box.
- Televised gravity main at 596 Robin Rd. Roadway depression. Leaking joints - will replace.
- Replaced pump and rewired PEP system at 6 Turkey Creek Pass
- Replaced pump and rewired PEP system at 59 Coquina Ridge Way and at 66 & 74 Westland Run.
- Rewired PEP system at 9 Foxfords Chase.
- Disconnected sewer at 272 S. Beach St.
- Checked reuse pressure at 1015 John Anderson Dr. Pressure was 60 psi.
- Checked force main pressure on Ocean Shore Blvd. AM Spanish Waters 32 psi, Ocean Mist Hotel 30 psi, Ormond Mall 0 psi.
- Low pressure sewer gauge readings: AM Foxhunters Flat (4 inch) 19 psi, Westland Run 21 psi & Shadow Crossing Blvd. (4 inch) 9 psi.

Wastewater Plant – Lift Stations

- Influent Pump Station, currently partially bypassed and using Thompson 12" portable lift station, checked diesel engine fluid levels and general walk around check of unit, ok.
- Influent Room, oversaw transfer of pump positioning status, ok.
- Lift Station General – follow up from multiple call outs, checked stations and reconfirmed efficient operations; McDonalds; Il Villagio; Halifax Medical Center; Spring Meadows; 3M; 1M; 4P. Spring Meadows, pulled both pumps, cleared blockages at volutes, changed both impellers & wear rings and deragged both check valves, ok. 6M, erratic controller level readings, inspected, cleaned & deragged transducer, ok. 3M, follow up from SCADA, pulled both pumps, cleared blockages at volutes, changed both impellers & wear rings, deragged both check valves, ok.
- Bar Screen #2, not operating, adjusted drive chain as needed, ok.
- Il Villagio, replacing existing non-functional pumps with larger pumps having higher pumping capacity. Force main system pressure increased beyond current pump capability.
- Final Tanks, Clarifier #3, fueled Thompson diesel bypass pump and filled all containers, ok.
- WWTP control room, replaced 3 UPS battery backups.
- 5M, RTU power supply not operational after storm, replaced with new type, modified wiring harness to accept new equipment, ok.
- 2P, Low battery alarm in SCADA, replaced battery, ok.
- OL2, old high level and power failure alarms showing in SCADA, worked with operators to acknowledge the alarms properly to clear them.
- WIN911 monitor/response: Il Villagio, high level, pressures exceeded equipment capacity, set up diesel portable lift station, pumped station down, monitoring portable pump fuel level; Towne Square, found wet well high, station operating within parameters, possible inrush of flow due

to storm, watched station pump down and cycle through alternation, ok; 4P, high level confirmed, controller not reading, transducer heavily ragged, cleaned, station pumped down and cycled, follow up, ok.

- Monthly Plant PM's: Swing Zone Blowers, #1, #2; Sand Filters, #1, #2, #3; Screw Pumps, #1, #2, #3; Grit Snail; Carrousel Surface Aerators, #1N, #1S, #2N, #2S; R.A.S. Pumps, #1, #2, #3, #4, #5; W.A.S. Pumps, #1, #2.
- Quarterly Plant PM's: Decant Pump.
- Annual Plant PM's: Fermentation Submersible Mixer #2.
- Lift Station PM's: 8 monthly performed.

Water Plant – Well Fields – Booster Stations – Reuse System

- Shadow crossing pressure reading inaccurate, replaced w/ shelf stock - ok.
- Clear-well 1 & 2 transfer pumps not alternating. Rocha controls performed warranty repair, tested full functionality with operators. Filed new LPRO program on computer.
- Aerator transfer pump 3, not running after power surge from storm, reset pump 3 VFD and returned to service, returned station back to normal.
- North high service distribution pressure transducer failed. Replaced with transducer on shelf and tested, ok.
- WTP, pressure transducers, tested all existing HART pressure transducers and found 2 bad which were not repairable. Calibrated 2 pressure transducers on LPRO skid with Fluke HART communicator and pressure module. Used Fluke HART communicator and changed damping on south high service pressure transducer from .4 seconds to 3.4 seconds. (This change allows for the high service station to be controlled from either of the two pressure transducers in the event of a failure, which previously was not available.)
- Standish booster station, RTU power supply bad after lighting storm. Replaced with new type of PULSE power supply and UPS, fabricated new wiring harness to accommodate single 17amp hour battery, ok.
- Tomoka State Park, pump #1 not responding, reset starter and tested, ok.
- H.S.P. 3, remove top of pump and rotating assembly in preparation for a rebuild.
- PM's: all Division wells; S.R. 18, 19 20; B.A.T. wells 2, 3, 4; Hudson Wells 22, 23, 24, 25, 26, 27, 28

Wastewater Collection/Treatment/Disposal Regulatory Activities

- Annual Water Quality Report – The printed final version of the City's report, also known as Consumer Confidence Report (CCR) is being delivered to bulk water customers such as apartment complexes and assisted living facilities. The report is available on the City's website at WWW.ORMONDBEACH.ORG/CCR. Also, a hard copy is made available upon request. The report highlights the laboratory data from potable water samples collected throughout the 2017 calendar year along with other significant system improvements.
- Cross Connection Control Program – Staff is meeting with several business owners to educate them in the backflow testing and/or repair program. The goal is to consistently improve the compliance rate of the City's device testing program for protection of the City's potable water system. Staff is streamlining the backflow testing process for the owner.
- Staff received a list of restaurants from the City's Planning Department staff to begin dialogue with owners concerning grease interceptor maintenance. The pumping and maintenance of grease interceptors is paramount in preventing sewer backups.
- Consumptive Use Permit (CUP) – Staff is reviewing the modifications the SJRWMD is promoting for the wetlands monitoring performed and reported by the City. Staff attended a conference call with a District representative to better understand the benefits of the new monitoring standards. Background research and cost analysis is being performed by City staff.

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 and Assistant City Clerk met with candidates for election qualifying
- Staff attended and supported June 21, 2018 Neighborhood Improvement Advisory Board Meeting
- Agenda packet preparation, creation, and distribution for June 26, 2018, City Commission Meeting
- Agenda packet preparation, creation, and distribution for June 27, 2018, Budget Advisory Board Meeting