

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: June 29, 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:

- Staff meeting
- Individual discussion meetings with various members of senior staff
- Completed budget review meetings with staff

Spoke to, attended and/or met with:

- Agenda review meetings with Commissioner Boehm and Commissioner Littleton
- United Way Executive Committee meeting
- Commemoration of the 20th Anniversary of the 1998 Wildfires
- City Commission meeting
- Meeting with City staff, Daytona Beach City staff, the development project team, and owners regarding Mintos project
- Fire Station 94 new fire truck "push in" ceremony
- The OB Life meeting
- Team Volusia Finance Committee meeting
- Senior staff and citizen Scott Streit regarding traffic concerns in Ormond Green

Community Development

Planning

- Attended and presented at the OB life civic engagement meeting.
- Attended a meeting with the City of Daytona Beach and the Minto development team to discuss the pending Comprehensive Plan and Planned Development zoning map amendments. The project proposes a phased development of 3,250 residential units and 200,000 square feet of commercial uses.
- Received an annexation request and a site plan application for the property at 1345 North U.S. Highway 1, at the intersection of Southland Road and North U.S. Highway 1. The site is proposed for the relocation of Total Comfort. The project is zoned as I-1 and proposes to construct a 2-story 25,841 square foot building with associate site improvements on an 11.47 acre parcel.

Building Inspections, Permitting & Licensing

- 5 new business tax receipts issued.
- 357 inspections performed within the City (21 by private provider).
- 137 permits issued within the City, with a valuation of \$2,223,488.

Development Services

- The Site Plan Review Committee (SPRC) met with the developer of Huntington Green, located in Flagler County, and discussed the required utility improvements for a proposed subdivision.
- The SPRC met with the property owner of 100 West Granada Boulevard, the vacant gas station across from Hull's Seafood. The property owner is seeking to redevelop the parcel into a BBQ restaurant. The original concept was to expand the existing building and upon additional research

on the building, the contractor is recommending demolition of the building and reconstruction of a new building. Once the existing building is demolished, the Land Development Code requires the structure be moved to the front of the property. The project engineer is researching different site plans and has expressed concern that it may not be possible to move the building to front of the property based on the limited lot depth.

Project	% Complete
589 South Yonge Street	60%
783 North U.S. Highway 1	35%
902 South Atlantic Ave., Bank of America	10%
Cardinal Drive beach parking	0%
Edgewell site work	95%
For Our Parents ALF	65%
Granada Pointe	30%
Hamlin	90%
Lot 2, Airport Business Park	35%
Maxton Group loading dock	80%
Oasis Church, water line extension	0%
Pet Street Veterinary Care center	85%
Prince of Peace, Like New addition	45%
Prince of Peace, office addition	40%
Security First	35%
Thomas & Betts parking improvements (phase 1)	70%
YMCA Dog Park	90%
YMCA Parking Expansion	90%
Zaxby's	20%
Plantation Oaks, utility connection	88%
Cypress Trails subdivision	10%

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 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 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.
 - Staff met with a company that is expanding their operations internally and seeking connections for workforce and training opportunities. Staff will work to connect them with the right resources and ensure they have what they need.
 - 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.
 - Continue to meet with regional group focused on growing the innovation and entrepreneurial eco-system in Volusia County.
 - 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 69 Journal Entry Batches.
 - Approved 21 Purchase Requisitions totaling \$221,196.51.
 - Issued 29 Purchase Orders totaling \$210,889.89.
 - Prepared 134 Accounts Payable checks totaling \$598,198.02 and 31 Accounts Payable EFT payments totaling \$93,142.50.
 - Issued 242 past due notices on utility accounts.
 - Auto-called 109 utility customers regarding receipt of a past due notice.
 - Processed 382 payments through Interactive Voice Response System totaling 38,126.97.
 - Grant money fiscal year-to-date total received, \$7.0 million dollars.

Grants/PIO

- Press Releases
 - Jim Miller Big Band America Concert CANCELLED
 - Open Gym July (13, 20, and 27)
- Other
 - Citizen Contacts
 - Media Contacts
 - Added to and updated items in News & Announcements and other pages on the City's website.
 - Completed weekly events calendar ad for Ormond Observer.
 - Attended staff meeting.
 - Attended Communications meeting.
 - Attended Tree City USA Growth Award meeting.
 - Attended 1998 Fires Commemoration event.
 - Completed Employee Newsletter for July 2018.
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.

Fire Department

- Weekly Statistics
- Fires: 2
- Fire Alarms: 6
- Hazardous: 2
- EMS: 78
- Motor Vehicle Accidents: 5
- Public Assists: 47
- TOTAL CALLS: 140

- Aid provided to other agencies: 12 Calls – Daytona Beach (3), Holly Hill (1), Volusia County (7)
- Total staff hours provided to other agencies: 13
- # of overlapping calls: 30
- # of personnel sent with EVAC to assist with patient care during hospital transport: 1
- Total EMS patients treated: 56
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 54

- Training Hours
- NFPA 1001: Firefighting 3
- NFPA 1002: Driver 6
- NFPA 1500: Safety/Equipment 9
- NFPA 1620: Preplanning 5
- EMT/Paramedic 32
- TOTAL TRAINING HOURS: 55

- Station Activities
- Updated 18 pre-fire plans
- Conducted 3 fire inspections
- Participated in the 1998 Wildfire Recognition Ceremony at City Hall

- Significant Incidents
 - 6/25/18, 7:27 AM: S. St. Andrews Dr. / Oakmont Cir. – Motor Vehicle Accident – Pedestrian struck by vehicle – 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 Police Chiefs Association, FL League of Cities, Indeed, and internally.
 - Neighborhood Improvement Officer (Police) open 6-18-18 until 7-27-18. Advertised on City web site, governmentjobs.com, FACE, 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 7-13-18. Advertised on City web site, governmentjobs.com, Indeed, and internally.
 - Maintenance Worker II (Wastewater Collection Reuse/Public Works) open 6-19-18 until 7-13-18. Advertised on City web site, governmentjobs.com, Indeed, and internally.
 - Tradesworker (Building/Leisure Services) open 6-26-18 until 7-13-18. Advertised on City web site, governmentjobs.com, Indeed, and internally.
 - Utility Locate/Mapping Technician (Water Distribution/Public Works) open 6-26-18 until 7-13-18. 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 7-13-18. 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 7-13-18. 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 Custodian (Police)
 - Background/Reference Checks/Job Offers
 - Firefighter/EMT (Fire)
 - Separations
 - Fire Chief (Fire)
 - Economic Development Director (Economic Development)
 - Chief Treatment Plant Operator (Water Production/Public Works)
 - Police Sergeant (Police)
 - 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
 - Blood Drive at City Hall 7-16-18
- Risk Management Projects
 - Attended Workers' Compensation seminar on change in law
 - Attended Drug Free Workplace webinar
 - Attended Workers' Compensation mediation
 - Attended Tree City USA meeting
 - Audited Hurricane Irma insurance claim

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: 15
 - Completed: 55
 - In progress: 41
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 38,909
 - Inbound E-Mails Blocked: 15,716
 - Delivered Inbound E-Mails: 23,193
 - Quarantined Messages: 185
 - Percentage Good Email: 59.6%
 - Virus E-Mails Blocked: 2
 - Notable Events: Completed PD MDT upgrades to Office 2013. Successfully tested the file restore capabilities of the new barracuda backup appliance. Continuing to prepare new EOC laptops for hurricane season
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 30
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 14
 - Information Requests from External Organizations: 0
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 0 : Total in system = 1,869
 - Meters GPS Located this week: 0: Total in system = 23,675; 22,892 potable, 772 Irrigation, 11 Effluent
 - Notable Events: Updated GIS EOC laptop for upcoming hurricane season

Leisure Services

Administration

- Supervisory staff meeting
- Public Works meeting
- City Manager's meeting
- Communication Planning meeting
- Janitorial services meeting
- Met with landscape contractor for weekly updates
- Park visits
- Tree City USA Growth Award meeting

- Commemoration of '98 Wildfires reception
- City Commission meeting
- Civic Engagement – The OB Life

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
- Tree City USA Growth Award meeting

Environmental Discovery Center

- 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 to 5 pm and Saturday 10 am – 4 pm.
- Enviro Camp was held at the EDC Monday to Friday from 9 am to 3 pm.
- The EDC Coordinator attended a Tree City USA meeting at the PAC on Tuesday from 2 pm to 3:30 pm.
- Joan Tague led a Summer Nature Stroll on Wednesday from 8 am to 10 am. Participants met at Fleming Avenue Central Park and took a guided walk along the trails.

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.
- OBGS/LR Recreational Baseball/Softball are having their final week of practicing this week at Nova Field 4 for the summer.
- 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, 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
- Dragged and painted South Ormond fields
- Dragged and raked all weeds off of fields at Osceola
- Filled holes on west side of fence at Championship Field 7
- Added clay to bullpens at Wendelstedt and Kiwanis fields
- Closed Soccer Fields 2-12, T-Ball Fields and Nova Fields 2, 3, and 5
- Prepped Nova Field 4 each morning for OBGS Baseball Clinic
- Sprayed weeds at Shuffleboard and Quad practice facility
- Fixed batting cage at Kiwanis Field
- Removed bases from closed 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 regular classes Monday through Friday
 - Follies held regular classes Monday through Thursday
 - Ormond Church held services Sunday
- The Performing Arts Center hosted the following events:
 - Wyotech Graduation, Thursday, 11 am-12 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
- Volusia County Summer Food Program Monday-Friday

Community Events

- Weekly administrative tasks, office work, meetings, and activities
- Assisting with Senior Games tasks – ongoing
- Assisted with Recognition of '98 Wildfires reception
- Assisted with The OB Life meeting
- Planning of 2018 events through July:
 - Independence Day Celebration, July 4
 - Summer Sounds Concert Series, July 13, 20 & 27

Gymnastics

- Registration is open for July session
- June session in progress
- Planning for summer clinic, Saturday, June 30
- Training of new Recreation Leader

Nova Community Center and Special Populations

- FitGyms conducted their personal training and tennis lessons.
- Open play took place various times during the week for those who participated in basketball, pickleball, ping pong, the game room and the exercise room.
- Adult Jazzercise continues to meet at various times throughout the week.
- Camp T-Rec continues. They will meet Monday through Friday from 8:30 am-2:00 pm for six weeks.
- Summer Basketball League, for players 12-18 years old, continued. Each day two teams in the same age group will be 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 continued. 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.
- Enviro Camp Week Four: "Under the Sea" took place Monday-Friday 9 am to 3 pm at the Environmental Discovery Center
- Art Explosions Camp Week Four "Watercolor & Beyond!" took place Monday through Friday from 9 am to 12 pm at The Casements
- Italian Cooking Class took place at The Casements on Tuesday from 4 pm to 9 pm

- Yoga took place from 10 am to 11:30 am on Tuesday and Thursday.
- Pilates took place from 8:30 am to 9:30 am on Monday, Wednesday, and Friday.

Parks Maintenance

- Citywide inspection of parks
- Inspected and posted for reservations at pavilions
- Limitless Playground: Repaired gate
- Fortunato Park: Added dirt to swing area
- Nova Community Park: Installed new backboard, hoop and net
- South Ormond Neighborhood Center: Installed age level appropriate stickers on playground equipment
- For July 4: Built two new sets of firework safety signs for floats

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
- Replaced light bulbs as needed in various City facilities
- Replaced the flush valve public restroom at Fire Station 93
- Repaired the shower station at Andy Romano Beachfront Park
- Replaced file cabinet lock in Victim Advocates office at the Police Department
- Checked the splash pad pump basket for debris at SONC
- Replaced the toilet fill valve at Fire Station 93
- Repaired the Jefferson Street gate at the WTP
- Installed soffit and dead bolt on the new pump house at the Quad
- Replaced the fallen shaker at The Casements
- Replaced the broken shaker on the east tower at Rockefeller Gardens
- Pressure washed the east side of the Senior Center and stage door entrance at PAC
- Checked the restrooms not flushing at soccer restrooms at the Sports Complex
- Roof leaks repaired at the PAC and WTP
- Repaired men's toilet at Fire Station 93
- Replaced Green Room ceiling tiles at PAC
- Had the soccer lift station serviced at Sports Complex
- Repaired lights on Runway 26 at the Airport

Police Department

Administrative Services

- Alex Coble started Monday as a Police Officer with the City.
- Staff brought in an outside entity to conduct an evidence inventory.
- Staff updated RMS and MobileCom with employee information
- Two staff members participated in the Officer Friendly Book Club at local day care sites.
- Independence Day Celebration operation plan disseminated.
- Attended Communication Planning Meeting.

Community Outreach

- Six (6) members of the YDC met to review and practice the lip-sync songs for the 2018 State of Florida Association of Police Athletic Leagues Annual Conference.
- Seventeen (17) members of the basketball program participated in practice last week.
- OBPAL summer partnership with Leisure Services continues. A daily average of 50 students participate in reading, math, computer lab, science and art classes.

Community Services & Animal Control

- Animal Calls responded to: 52
- Animal Reports: 5
- Trap Neuter Release: 1
- Animal Bites: 1
- Animals to Halifax: 6
- Wildlife Calls: 2
- Found Property Reports: 1

Criminal Investigations

- Cases Assigned: 27
- Cases Cleared by Arrest/Complaint Affidavit: 10
- Cases Exceptionally Cleared: 11
- Inactive: 16
- Fraud: 5
- Burglary Business: 0
- Burglary Residential: 3
- Larceny Car break: 11
- Grand Theft: 6
- Auto Theft: 3
- Missing Persons: 1
- Recovered Missing Persons: 1
- Robbery: 0
- Assaults: 0
- Police Information: 1
- Suspicious Incident: 0
- Sex Offense/Rape: 0

Records

- Walk - Ins / Window: 46
- Phone Calls: 89
- Arrest / NTA'S: 25
- Citations Issued: 78
- Citations Entered: 97
- Warnings Entered: 227
- Reports Generated: 134
- Reports Entered: 100
- Mail/Faxes/Requests: 15
- Trespass Warnings: 13

Patrol

- Total Calls: 1164
- Total Traffic Stops: 178:

Operations

Crime Opportunity Report Forms: 47

- 6/20/2018
 - Burglary Residential, 552 Woodgrove Street. A large decorative piece of driftwood was taken from the front porch area.
 - Shoplifting Arrest, 1521 West Granada Boulevard (Walmart) Subject in the self-checkout line was placing items in a grocery bag without scanning them.
 - Carbreak, 100 Hamilton Circle (Bermuda Estates). Gas tank of a large truck was drilled into and the fuel was removed.
 - Burglary Residence, 127 South Halifax Drive. Entry gained by breaking a window. Several high end items of jewelry taken.

- Traffic Arrest, 400 block Andrews Street. An officer located a suspicious vehicle and when he attempted to make contact with the driver the vehicle fled and was found later.

- 6/21/2018
 - Battery-Domestic Violence Arrest, 106 Bonita Place. Adult son pushed his mother down during an argument.
 - Battery-Domestic Violence Arrest, 955 South Nova Road #26 (Oasis Mobile Home Park). Male subject battered the mother of his children.
 - Carbreak, 170 North Center Street (Coquina Center). Fuel tank of a vehicle was drilled into and the fuel was taken.
 - Carbreak, 2000 St. George's Rd #104A. Fuel tank of a vehicle was drilled into and the fuel was taken.
 - Carbreak, 59 New Britain Avenue. Driver's side rear window of vehicle was broken and a purse was taken.
 - Narcotics Arrest, 1 South Beach Street (Cassen Park). An officer located a suspicious vehicle in the park. During the investigation, narcotics and drug paraphernalia were located.
 - Lost Firearm, 468 Magnolia Street. Two subjects called the police to report that they could not locate their handgun. They do not suspect theft.

- 6/22/2018
 - Aggravated Assault, 1657 North United States Highway One (Love's Truck Stop). During a verbal altercation at the gas pumps, one subject was threatened with a box cutter. The suspect fled the area prior to law enforcement's arrival.
 - Carbreak, 300 Interchange Boulevard (Zev Cohen & Associates). Fuel tank of a vehicle was drilled into and the fuel was taken.
 - Carbreak, 684 Hand Avenue (Central Park parking lot area). Wallet, clothing, and cash taken from unlocked vehicle.
 - Warrant Arrest, Banyan Drive and North Halifax Drive. During a stop of a suspicious vehicle, officers discovered that one of the occupants had a warrant.
 - Contempt of Court Arrest, 839 South Atlantic Avenue (Andy Romano Park). Officers responded to a report of intoxicated subjects in the park. Contact was made with the subject who was found to have warrant.
 - Stolen Vehicle, 12 Lakecliff Drive. Victim stated that he was with a friend and when he woke up in the morning the friend and vehicle were gone.
 - Battery Arrest, 120 Williamson Boulevard (Steak & Shake). Male subject was arrested after battering of an employee of the business.
 - Larceny, 31 Bellewood Circle. Victim advised that when they returned from vacation they discovered jewelry and a gun missing from their locked bedroom.
 - Traffic Arrest, 2500 block State Road 40. Male subject was stopped for a traffic violation and was discovered to be driving under the influence (DUI).
 - Missing Person, 612 Hand Avenue. Female left the residence after an argument with a family member.
 - Narcotics Arrest, 440 North Nova Road (Rainbow Park). Officers responded to a report of a female bathing in the fountain at the park. During the course of the investigation, the female was found to be in possession of narcotics and resisted officers.
 - Traffic Arrest, 361 West Granada Boulevard. An officer stopped a vehicle for a traffic violation and discovered that the driver was driving under the influence (DUI).

- 6/23/2018
 - Shoplifting, 353 West Granada Boulevard (Winn Dixie). Unknown male subject stole approximately \$100 in diapers and baby wipes.
 - Stolen Vehicle, 1530 Crowne Ormond Lane #518 (Crown Apartments). Vehicle unlocked and keys left inside vehicle.
 - Battery-Domestic Violence Arrest, 44 Bluewater Lake Circle. Male subject battered female with whom he has a child in common.

- Larceny Arrest, 295 South Atlantic Avenue. Female subject took a taxi cab from Daytona Beach to 295 S Atlantic Ave. Subject was unable to pay the bill.
- Carbreak, 910 South Atlantic Avenue. Victim's front passenger side window was broken, wallet and contents were taken.
- Carbreak, 902 South Atlantic Avenue. Victim's passenger side window was broken, purse and contents were taken.
- Assault-Domestic Violence Arrest, 1614 North United States Highway 1. Male subject threatened his wife by jumping on hood of car and punching the windshield.
- Narcotics Arrest, North United States Highway 1/North Nova Road. A female subject was stopped for driving on a flat tire. Investigation showed that the subject was intoxicated and in possession of narcotics.

- 6/24/2018
 - Stolen Vehicle, 543 Crowne Sunset Drive (Crown Apartments). Victim advised that his unlocked vehicle was burglarized and during the incident, the suspects located the keys to his spouse's vehicle.
 - Burglary Residence, 4 Alicen Court. Victim advised that a weed-eater was stolen from his locked shed.
 - Grand Theft, 29 Creek Bluff Way. Victim paid a known subject for concert tickets and never received the tickets.
 - Grand Theft, 867 South Atlantic Avenue (Oceans East Resort). Victim left his wallet in a dresser drawer when he checked out of one room and checked into a new room. When he went back to the original room he discovered that the wallet and \$750 cash was gone.
 - Narcotics Arrest, 690 South Nova Road. Male subject was a passenger in a vehicle. Male was discovered to be in possession of narcotics.
 - Resisting an Officer without Violence Arrest, 690 South Nova Road. During a traffic stop, the driver provided a false name to law enforcement. She was also driving with a suspended license and had active warrants for her arrest.
 - Battery-Domestic Violence, Ocean Shore Boulevard. Female victim advised she was in a vehicle with her ex-fiancé and was travelling north on Ocean Shore Blvd when she was slapped with an open hand. The suspect is not from Florida and had already left the scene prior to law enforcement's arrival.
 - Battery Law Enforcement Officer Arrest, 402 Flormond Avenue. Male subject battered a family member and during the subsequent arrest he kicked the arresting officer several times.

- 6/25/2018
 - Carbreak, 489 South Yonge Street. Fuel tank of a vehicle was drilled into and the fuel was taken.
 - Narcotics Arrest, 1478 West Granada Boulevard (Publix). Contact made with a subject soliciting in the parking lot who was found to be in possession of narcotic paraphernalia.
 - Battery-Domestic Violence Arrest, 90 Riverview Drive. Female subject struck her fiancé.
 - Traffic Arrest, Beach Street and West Granada Boulevard. Male subject was found to be driving a vehicle was classified as a habitual traffic violator.

- 6/26/2018
 - Larceny, 30 Byron Ellinor. Bicycle taken from the back yard of the residence.
 - Larceny, 274 West Granada Boulevard (Dollar Tree.) Bicycle was taken from in front of the business.
 - Carbreak, 770 West Granada Boulevard (Reflections). Fuel tank of the vehicle was cut open and fuel was removed from the vehicle.
 - Carbreak, 1025 South Nova Road (Current Innovation). Gas line was damaged on a van at the business. Fuel taken from the vehicle.
 - Battery-Domestic Violence Arrest, 34 Byron Ellinor Drive #B. Female subject scratched and struck a male subject.

- Traffic Arrest, 300 North Nova Road. Female was stopped for a driving infraction and was found to be driving under the influence of alcohol.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 26
 - Number of Uniform Traffic Citations Issued: 24
 - Number of Written Warnings Issued: 32
 - Number of parking tickets issued: 0
- Traffic Crash Reports
 - Number of Crashes without Injuries: 5
 - Number of Crashes with Injuries: 3
 - Number of Crashes with serious bodily injuries: 1
 - Number of fatal Crashes: 0

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 10 Cases initiated
- Zone 2: 9 Cases initiated
- Zone 3: 12 Cases initiated
- Zone 4: 2 Cases initiated
- 3 signs have either been removed or sign cases created.
- 25 tree removal permit requests.
- Administrative staff assisted with six (6) walk-ins and one hundred eight (108) telephonic inquiries.

Public Works

Airport Operation and Development

- Staff completed work to prepare and submit Public Transportation Grant Agreement (PTGA) applications for the projects to rehabilitate Runway 8/26 and design the extension of Runway 8/26 and Taxiway Alpha. These PTGA applications will be processed by the FDOT to supplement primary project funding from the FAA. The PTGA replaces the Joint Participation Agreement (JPA) formerly utilized by the FDOT. The PTGA standard becomes effective on July 1, 2018.
- Staff completed work to correct a minor malfunction at Gate 9, near the airport electrical vault.
- Staff is working to complete closeout documentation for the federal grant agreements that provided primary funding for three airport projects; the Wildlife Hazard Assessment, the Environmental Assessment for the projects to extend Runway 8/26 and Taxiway Alpha, and the project to design the Rehabilitation of Runway 8/26.
- Staff worked with Hoyle, Tanner and Associates to respond to an inquiry from the FDOT regarding the Critical Design Aircraft established for the airport's runways during the last airport master plan update.
- Staff is working with the FAA's Flight Procedures Team to gather and provide updated surface penetration data following completion of the Obstruction Mitigation project at the airport.
- Staff is working with the Rossmeyer family and Amvets Post No. 2 to coordinate and permit a visit to Destination Daytona by a restored 1967 AH-1G Cobra helicopter. The helicopter will be a featured static display at a veteran's awareness and appreciation event planned to take place in September.

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 – The ship dates for the poles are July 30th and the fixture heads should ship end of June, per the manufacturer.
 - CDBG – Cassen Park Fire Hydrant – The fire hydrant assembly, service tap and pressure testing has been completed. As the contractor could not locate the 6-inch stub that was shown on old as-builts it was decided to extend the water main to the existing main line on the west side of Beach Street. As this will require a permit from the County, the work has been delayed until the permit can be obtained.
 - 2018 Road Rehabilitation – Microsurfacing – The contractor has sealed the cracks in the existing asphalt. They will return at the end of July to microsurface the roads. Notices were sent to residents informing them of the process.
 - CDBG – Streetlight Replacement – The ship date for the fixtures are July 27, per the manufacturer.
 - 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 has been moved and is now scheduled for Commission approval on July 31.
 - Forest Hills Connector Trail – Bid was awarded at the June 26 City Commission 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 – 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 is on schedule to complete the design to allow bidding to occur in August which should allow sufficient time to complete the loop before the opening of the Security First Building scheduled currently for May 2019. 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 consultant has submitted and received a permit exemption from FDEP for the fishing pier repairs. This

project is anticipated to advertise for bids in August. Consultant is working with FDEP on the Required Submerged Land Lease that is required for the dock project.

- WWTP Sludge Dewatering Improvements – Consultant submitted final plans. A review meeting was held and the consultant will finalize plans for bidding. .
 - Downtown Stormwater Phase 2 – Consultant has revised landscape and hardscape plans, per review by City staff and Ormond Mainstreet.
 - Fleming Ave Stormdrain Improvements – The City Commission approved the design work authorization, a kick-off meeting for the design will be scheduled.
 - 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 – A purchase order is in process for the hardware and software, and staff 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 will have 90% design drawings for staff review and comment the by end of July.
 - 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 – This project is being broken up into 2 phases. Construction manager is preparing an opinion of cost for Phase 1 which includes everything except the concession building.
 - Secondary Raw Water Main – Staff is coordinating work between the design engineer and the geotechnical contractor.
 - MacDonald House – City staff met with construction manager who is preparing an updated proposal to take a limited approach to restoration with a focus on exterior aesthetics and structural repairs.
 - Granada Median Landscape Improvements (Orchard Street to I-95) – Staff is finalizing the 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 review preliminary designs
 - Coquina Court Drainage – Staff has provided review comments to consultant on both plans and specifications.
 - 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 consultant design services based on project requirements and scope.
- Departmental Activities
 - Continue to prepare for storage non-digitized plans and as-built files.
 - Reviewed daily Engineering permit applications through the ProjectDOX system.
 - Reviewed plans and created approved work-in-the-right-of-way permit for Perrot Drive New Britain Avenue, Lincoln Avenue, and Selden Avenue directional bores, per AT&T request.
 - Reviewed plans and created approved work-in-the-right-of-way permit for 2000 River Bluff Drive directional bore, per Brighthouse request.
 - Researched as-built and plat information for drainage easement behind Saddlers Run Phase 1 to assist homeowner with Neighborhood Improvement Division code violation.
 - Completed bottom elevation survey on Central Park Phase 1 lake and created exhibit drawing to reflect the collected survey data.
 - Researched old files to determine ownership and maintenance responsibilities for ditches between Arroyo Parkway and Calle Grande Avenue, per Stormwater Division request.
 - Completed update on proposed Old Tomoka sidewalk construction plan set.
 - Researched as-built drawing files and plat information to determine ownership and maintenance responsibilities of drainage easement between properties in Mallards Reach Subdivision, per Neighborhood Improvement Division request.

- Researched and provided right-of-way information for South Beach Street (SR40 south to city limits) to FPL for upcoming pole replacement project.
- Completed tree-in-the-right-of-way locate at the corner of Riverside Drive and Rockefeller Drive, per Streets Division request.
- Continued the modification of the Granada Median Landscape Plan, per project manager's comments.
- Marked AWOS north directional calibration points at the Ormond Beach Municipal Airport, per Airport Manager's request.
- Modified Cassen Park Water Service Permit Set, per Utilities Division comments.
- Created a permit set for 3 Rivocean Drive water service, per Utilities Division request.
- Created a new standard detail for customer reuse connection.
- Created acreage map & example site plan for City-owned property across from Fire Station 92.

Environment Management

Street Maintenance - Asphalt/Concrete

- Asphalt on Raymar, Hall Dr, Luna Dr, Airport (Gate 1), Pineland Trl, Knollview Blvd, N Beach St
- Backfilled and cleaned up Airport Rd
- Grinded sidewalk on Main Trl, Sounders 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
- Removed low limbs & cut out deadwood at Fortunato Park in front of parking lot
- Removed root balls and filled in holes next to Fire Station 93
- Removed logs by sidewalk at Cherrywood and CP3; Palm at Plaza Grande in island; dead tree in ROW on Deer Lake Cir
- Trimmed over driveway and sidewalk at Bailey's Park; over road on Ormond Lakes Blvd

Maintenance

- Rotated special event bridge signs
- Debris cleanup on Granada Bridge and Memorial Gardens
- Graded roads & boat ramps at all City parks, Airport Sports Complex and Old Tomoka Rd.
- Picked up litter at various bus stops in the City, on DOT roads, at Orchard and Wilmette and on the Tomoka River Bridge
- Weed control on streetscape and FDOT areas
- Cleaned benches citywide
- DOT weed control on all state roads
- Trimming in various areas citywide

Sign Shop

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
- Installed 4th of July signs and barricades

Stormwater Maintenance

- Reachout mowing at Ballfields (Hull Rd), Division Ave
- Basin repair on Hall Rd/Ocean Ter

- Locates/Basins inspected & cleaned citywide
- Removed form boards at Hall Rd/Ocean Ter
- Formed gutter backstop on Hidden Hills Blvd; poured gutter
- FDOT pond mowing citywide
- Ditch maintenance citywide
- Checked depression in road on Military Blvd
- Pond maintenance at ABC pond & S Division Rec

Vactor

- Assisted Street Div. on US1
- Turkey Creek Pass
- Demo on Woodland Blvd

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: 26,376
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 0
 - Non-Emergency Vehicles and Equipment: 4
- Road Calls for the week: 0
- Quick Fleet Facts:
 - Fuel on hand: 16,019 gallons unleaded, 6,927 gallons diesel
 - Fuel used in one week: 2,103 gallons of unleaded and 1,055 gallons of diesel.
 - Fleet completed 32 work orders this week.

Utilities

- Projects Summary
 - Annual Supply of Sodium Bisulfite and Hydrofluosilicic Acid – A disposition memo to solicit bids for these chemicals was approved at the June 26 City Commission meeting. Bid documents were revised to bid each chemical separately.
 - Breakaway Trails Yard Electrical and Pump Upgrades – Potential bidders are being contacted to make them aware of the advertised project.
 - Lift Stations 3M, Tomoka Meadows and Ashford Lakes Improvements – Plans were reviewed and a meeting held with the consultant to discuss comments. Specifications are under 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 – Field Order #2 to delete wetwell interior coating and replace sod with rock around LS #10 and add hedge plants is being finalized. A meeting with the contractor to finalize Field Order #2 is scheduled on 7/2/18.
 - Ormond Beach Force Main Upgrades – Received 60% plans for review.
 - WTP LPRO Membrane Replacement – A design kick off meeting is scheduled for the end of next week.
 - Utility Location Services – Contract award was approved under Resolution 2018-79 at the June 26 CC Meeting.
 - Water Plant, Leeway and Breakaway Trails Elevated Storage Tank (EST) activities – The testing for lead base paint for all tanks was performed 6-6-18. Bid disposition memo was approved for WTP elevated storage tank rehabilitation at the June 26 meeting. A purchase order was issued for BAT storage tank leak repairs. Repair work is being scheduled.

- 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 – Draft plans were prepared for Volusia County Use Permit for a water service line replacement.
- SPRC Projects (Utilities Review)
 - Iris Subdivision (Flagler Co. – Hunter’s Ridge) – Plans were reviewed and comments provided for consideration.
 - 275 Interchange Boulevard – The condition of the lift station was assessed. New pumps, SCADA, valve vault piping and a control panel is required.
 - 1268 W. Granada Blvd. – Shoppes on Granada Phase 2: Revised plans were reviewed. Utility Division comments were addressed.
 - 1520 W Granada Blvd.-Chase Bank: Received revised plans for review.
 - Huntington Green – Met with the developer to discuss several options that could be pursued in order to expand available capacity for the development.
 - Plantation Oaks Unit 2B, 2C & 2D – Reviewed plans and provided comments.

Water Treatment

- Delivered 40.03 million gallons for the week ending June 22, 2018 (5.72 MGD).
- Backwashed 10 filters for a total of 470,000 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 42.66 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 6.09 MGD.
- Produced 22.65 Million Gallons of Reuse.
- Produced 20.01 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (June 01, 2017 – May 31, 2018 (MGD)): Influent 4.79 MGD (Permit 8 MGD); Surface Water Discharge 2.11 MGD (Permit 6 MGD); Reuse 3.10 MGD (Permit 10 MGD)
- Hauled 194.31 tons of dewatered residual solids (14%-18% Solids).

Water Distribution

- Responded to 23 reports of customer concerns regarding low pressure, cloudy water or assistance with other plumbing needs.
- Responded to and/or repaired 6 water service leaks.
- Installed 3 new residential water services.
- Performed accuracy testing on one 3” commercial water meter.
- Replaced 2 broken bypass valves on commercial water meter serving Destination Daytona.
- Repaired a leaking 2” GSP water main on Carol Rd in Ormond-by-the-Sea.
- Performed pressure testing on 4 city owned backflow preventers. One required minor repairs.
- Replaced 5 broken meter boxes.
- Replaced 9 water services due to low volume concerns or broken valves. 3 casings installed for water service replacements under roads.
- Annual Volusia County fire hydrant maintenance program, 12 FH's completed this week.
- Performed valve maintenance on 9 main line valves.
- Disconnected 1 residential water service due to demolition request.
- Replaced 6 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 115 regular and 2 emergency utility locates for the previous week.

Wastewater Collection – Reuse

- Crews responded to 18 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 4 in the conventional system service area. Responded to 3 reuse trouble calls.
- Disconnected service to 650 S. Atlantic Ave.
- Repaired drain line for filter dumpster at WWTP.
- Rehabbed 2,000 gal. PEP tank at Hull Rd. soccer fields.
- Follow up at 11 Noble Woods, self - cancel system working fine.
- Repaired cleanout and located reuse tap at 70 Jill Allison Dr.
- Repaired and raised cleanout at 346 Putman Ave.
- Verified proper curb stops were installed on the new reuse services on Hollywood Dr.
- Replaced PEP tank at 5 Wild Creek Way.
- Located and turned off reuse at 298 S Nova Rd. at customer request.
- Verified that reuse was on at 26 Black Creek Way at customer request.
- Located and marked reuse service at 142 Dianne Dr. at customer request.
- Checked force main pressure on Ocean Shore Blvd. AM Spanish Waters 35 psi, Ocean Mist Hotel 30 psi, Ormond Mall 0 psi.
- Low pressure sewer gauge readings: AM Foxhunters Flat (4 inch) 20 psi, Westland Run 25 psi & Shadow Crossing Blvd. (4 inch) 16 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.
- Influent Room, oversaw transfer of pump positioning status, ok.
- Reaeration Basin, bench tested and prepped repurposed submersible aerators.
- Influent Bypass, replaced solar battery charger, ok.
- Il Villagio, installed larger pump to obtain proper operation conditions, will replace other smaller pump in duplex station upon receipt.
- Halifax Medical Center, force main pressure; static/1pump/2pump, 14/14/14. Repaired leaking water service used for wash down.
- Shop, Air Compressor, plumbing burst, repaired as needed, ok.
- Camelot, supported FPL scheduled power outage with generator. Replaced both pumps with new inventory. Set up generator over weekend for continued work from FPL, ok.
- WWTP Bar Screen #2, not operating, adjusted drive chain, ok.
- Final Tanks, Clarifier #3, fueled Thompson diesel bypass pump and filled all containers, ok.
- McDonalds, weekly odor control and wet well cleaning.
- WIN911 monitor/response: 1M, high level, found wet well high, will continue efforts to resolve the high level condition and will increase monitoring; Camelot, high level, set up portable lift station until normal business hours, will follow-up.
- SCADA monitor/response: 1P, 7M1, high starts, clean probe, ok; McDonalds, uneven starts, adjusted contact probe position, monitored for correct operation, ok at this time; Ormond Mall, pump #2 stuck on, cleaned probe, ok.
- SCADA technician activities: Worked with Engineering to review a proposal for lake level monitoring and assisted in site selection for the RTU's, discussed future plans to incorporate the RTU's in SCADA; Downloaded the new version of WIN911 and started to rebuild the database; Gathered requested RTU information in regards to the WTP aerator building and WWTP influent projects; Started building a comprehensive SCADA excel workbook that includes all I/O, make & model, programming and status of every PLC, designing the document to be used as a weekly report if needed; Created an excel workbook for WTP of all IP devices and editing the existing WWTP excel workbook. (To be utilized with the upcoming SCADA integration project).
- Quarterly Plant PM's: Reaeration Blowers, #1, #2; Bar Screens, #1, #2.
- Annual Plant PM's: Fermentation Submersible Mixer #4, #6.
- Lift Station PM's: 8 monthly performed and 0 annual.

Water Plant – Well Fields – Booster Stations – Reuse System

- Shadow Crossing Reuse, cleaned and flushed Ross valve control lines, ok.
- Hypo-chlorite generator, assisted with removal of damaged cylinder.
- LPRO vertical pump #2, leaking oil, began task of replacement with spare stock.
- 12% Chlorine pump #2, replaced leaking fittings, ok.
- Well 19SR, opened isolation valve & removed blow-off line, returned to operations for use, ok.
- Lime Slurry pumps, lubricated, replaced worn roller bearing on pump #3
- Shadow crossing, RTU continued to reboot during a power flicker causing the pressure & tank level spans in the PLC to change. Installed new PULS UPS and 7 amp hour battery (standard office style UPS not fast enough switch during power flicker).
- Well 9D, not responding, reset starter overloads and adjusted flow to 300 GPM.
- Well 11D, not responding, main breaker tripped, breaker appears to be worn, ordering replacement breaker.
- PM's: Hudson Wells 29, 30, 31, 32, 33, 34;

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) was 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 for any customer requesting same. The report highlights the laboratory data and compliance from potable water samples collected throughout the 2017 calendar year along with other significant system improvements.
- Cross Connection Control Program – Staff is meeting with the City's Neighborhood Improvement Division for assistance in requiring commercial potable water customers to install backflow devices. The devices are required on all commercial customers per the City's Code of Ordinances.
- Staff received a list of restaurants from the 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 most recent analytical data of the saltwater monitoring wells for submittal to the SJRWMD. Data indicates all wells sampled were within the limits of the City's CUP.
- Reuse Groundwater Monitoring – Staff performed the sampling of the groundwater wells located on Oceanside Country Club property as required by the City's WWTF operating permit. The data allows the FDEP to assess the impact of utilization of reuse water on the local groundwater. The results will be prepared by the City's contract laboratory.

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
- Staff attended and provided support for June 26, 2018, City Commission Meeting
- Staff attended and provided support for June 27, 2018, Budget Advisory Board Meeting