

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: October 8, 2021

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:

- General discussion meetings with senior staff
- OB Life prep
- State of the City prep

Spoke to, attended and/or met with:

- City Commission FDOT Transportation Workshop
- City Commission Meeting
- Volusia Legislative Delegation Meeting
- PD Swearing in Ceremony

PIO – Public Information

- Press Releases/Media
 - Parks & Rec Public Meeting
 - Home for the Holidays Parade
 - General citizen inquiries
 - General media requests and interview coordination
- Social Media
 - Hurricane Preparedness
 - World Teacher's Day
 - Movies on the Halifax Community Appreciation Day
- Attended
 - City Commission Meeting
 - City Manager's Virtual Staff Meeting
 - Engineering/Planning Meeting
 - Movies on the Halifax
 - OB Life Prep Meeting
 - State of the City Video Review
- Developing
 - State of the City Brochure
 - OB Life
 - Employee Appreciation Day
 - First Responder Appreciation Day

Community Development

Planning

- Attended/participated in the Park and Recreation Master Plan update workshop with the Leisure Services Advisory Board and Quality of Life Board and the public meeting to discuss the long range vision for parks and recreation.
- Attended and presented at the City Commission meeting.
- Attended and presented at the Board of Adjustment and Appeals for the application at 520 John Anderson Drive for a waterfront rear yard variance.
- The following items are scheduled for the October 14, 2021 Planning Board meeting:
 1. All-Aboard Storage, Interchange Depot. A zoning map amendment from B-7 (Highway Tourist Commercial) with a Planned Business Development (PBD) overlay to (PBD) Planned Business Development and issuance of a development order. The project seeks to allow the development of a three (3) story indoor self-storage building of 111,825 square feet and associated site improvements on a vacant site of 2.94 acres. The project address is 295 Interchange Boulevard.
 2. An administrative request for a Comprehensive Plan Amendment through the Expedited State Review (ESR) process, creating the Property Rights Element, adding a Goal, Objective and Policies to ensure that private property rights are considered in local decision-making in accordance with Florida Statutes Section 163.3177(6)(i). This a requirement of cities based upon the last legislative session.
 3. An administrative request for the second amendment of the North U.S. 1 Interlocal Service Boundary Agreement (ISBA) to amend the jurisdictional boundary to add the land area associated with the Ridge Haven subdivision, including any enclaves surrounding the subdivision. The proposed Ridge Haven subdivision is located south of Plantation Oaks Boulevard, east of Addison Drive, and north of the Village of Pine Run. The Interlocal Service Boundary Agreement is a joint agreement between Volusia County and the City of Ormond Beach establishing the City of Ormond Beach as the jurisdictional authority over the unincorporated areas in the North U.S. 1 corridor.
- The Ormond Garage shall conduct a neighborhood meeting/sound test regarding a request to allow live outdoor entertainment. The Ormond Garage restaurant at 48 West Granada Boulevard seeks to allow live outdoor music Sunday – Thursday from the hours of 11:00 a.m. to 10:00 p.m. and Friday and Saturday from 11:00 a.m. to 11:00 p.m. Outdoor music is defined as an outdoor activity and would require a Special Exception with review by the Planning Board and a final action from the City Commission. The meeting shall be held at Ormond Garage Restaurant, 48 West Granada Boulevard, for Wednesday, October 13, 2021 from 5:30 p.m. to 8:30 p.m. The neighborhood meeting/sound test is a requirement of the Ormond Beach Land Development Code.
- Mark A. Watts, Esq., of Cobb Cole, Attorneys at Law, shall conduct a neighborhood meeting associated with the proposed Tattersall Planned Development project located at northwest intersection of Tymber Creek Road and Airport Road, Ormond Beach, Florida 32174. The neighborhood meeting shall be held on Thursday, October 21, 2021 at 6:00 p.m. in the Daytona Room at the Hampton Inn Daytona/Ormond, located at 155 Interchange Blvd., Ormond Beach, FL 32174. The developer intends to develop the property as a single-family planned residential development project. The project shall require public hearings before the Planning Board and City Commission.

Building Inspections, Permitting & Licensing

- 9 new business tax receipts issued.
- 271 inspections performed within the city (48 by private providers).
- 147 permits issued within the city, with a valuation of \$2,198,762 (31 garage sales permits).

Development Services

- The Site Plan Review Committee (SPRC) met with:

1. SW corner of US 1 & Destination Daytona Lane. This was a pre-application meeting for a convenience store with gasoline within the Ormond Gateway commercial subdivision.
 2. Fred gamble Way subdivision. Pre-construction meeting for the development of a residential subdivision west of Fred Gamble Way and north of Fleming Avenue.
- Projects under SPRC review:
 1. Plantation Oaks subdivision. 1st review. Modification of existing development order to modify the age restriction for phase 3, and place single-family homes on the former golf course and middle school site. Total increase of 291 residential units to 1,868 residential units.
 2. Tattersall Subdivision. 2nd review. Construction of a 146 lot single family subdivision and associated site improvements.
 3. 275 Williamson Boulevard. 1st review. Addition of a 4,765 square foot building at the existing Love Whole property and associated site improvements.
 - Construction status of projects under construction:

Project	% Complete
783 North U.S. Highway 1	55%
Ace Hardware	25%
Dunkin Donuts, 1535 North US Hwy 1	35%
Edgewell Loading Dock	95%
Germfree driveway addition	95%
KOMN Condominium Association	20%
McNamara Warehouse	0%
Nova Road Controlled Storage Climate	85%
Ormond Museum	50%
Paradise Pointe ALF	20%
Publix, 101 East Granada Boulevard	95%
The Pumphouse	60%
Total Comfort	60%
US 1 Business Park amendment	45%
Waffle House	95%
Utilities only	
101 Town & Country Lane	40%
Forcemain – Airport Road, Flagler County	0%
Forcemain -Huntington Green	10%
Verona Oceanside	35%
Residential	
Cupola at Oceanside	2%
Ormond Grande	98%

Pineland, Phases 4 & 5	80%
Plantation Oaks, Phase 1A	0%
Plantation Oaks, Unit 2B	2%
Plantation Oaks, Unit 2C	0%
Plantation Oaks, Unit 2D	0%

Economic Development/Airport

Economic Development

- Ormond Crossings
 - The permanent traffic signal at the intersection of Broadway and N. US 1 is installed.
- Airport Business Park
 - The design phase for the airport access road project from the Airport Business Park into the southwest quadrant of the airport is underway.
 - Design work for Runway Drive in the Airport Business Park is underway. This road will be designed to connect Tower Circle West to Pineland Trail creating a secondary ingress and egress to the business park.
- Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
 - Staff is participating in regular calls with Volusia County Division of Economic Development and local municipal economic developers to update and coordinate efforts to support the business community.
 - Staff attended the Volusia Delegation where the City's legislative priorities were presented before the delegates.
 - Ormond Beach Kauffman FastTRAC program is underway with its virtual led program in partnership with Volusia/Flagler SCORE. There are approximately 15 students in this cohort.
 - Startup Grind Ormond Beach will host its next Fireside Chat on Thursday, November 4. More information about the event can be located here: <https://www.startupgrind.com/ormond-beach/>
- Prospective Business Attraction/Retention/Expansion
 - Staff continues outreach to existing businesses to provide technical assistance and support for business operations and expansions in the new year.
 - Staff is working on three project leads with target industry companies looking at specific sites in Ormond Beach.

Airport Operation and Development

- The resolution has been approved to execute a work authorization for GAI Consultants, Inc. to conduct and provide to the City a conceptual planning and land use study of the airport property formerly leased for non-aeronautical purposes as a golf course. The study will provide the City with options for each of three airport land areas.
- Staff participated in the virtual Annual Notice to Airmen (NOTAM) Modernization Summit, led by FAA personnel and industry experts
- Work continues on the project to construct ten new corporate/box hangars adjacent to Taxiway Charlie in the southeast quadrant of the airport.
- Staff is working with Hoyle, Tanner & Associates to prepare all of the necessary contract documents to proceed with the construction projects to rehabilitate Taxiways Bravo and Delta. Staff plans to present these contracts to the City Commission for approval in November of this year.
- Staff is working with Hoyle, Tanner & Associates to explore a project to clean and/or re-stripe many of the runway and taxiway markings at the airport.
- Staff is working with AVCON, Inc. to upgrade certain environmental systems at the air traffic control tower. The proposed upgrades will be 100% funded under the approved Airport Coronavirus Response Grant Program (ACRGP) agreement with the FAA.

Finance/Budget/Utility Billing Services/Grants/Risk Management

Finance

- On-going Projects
 - City staff working on annual budget
 - City staff working on annual CIP
 - City received \$2,467,431.00 million from the U.S. Treasury for the American Relief Act.
 - Florida Division of Emergency Management has determined a zero-dollar variance of the original amount of \$2,077,604.03 submitted by the City for the Hurricane Irma debris project. They have closed this project.

- Completed Projects - Weekly
 - Processed 217 Journal Entry Batches.
 - Utility Billing Meter Readers completed 464 work orders.
 - Approved 122 Purchase Requisitions totaling \$5,556,110
 - Issued 69 Purchase Orders totaling \$2,438,133.
 - Issued 510 past due notices on utility accounts.
 - Auto-called 122 utility customers regarding receipt of a past due notice.
 - Processed 543 payments through Interactive Voice Response System totaling \$43,713.65.
 - Processed 1,450 payments through City online payment portal totaling \$135,517.68.
 - Prepared 99 Accounts Payable checks totaling \$166,670.56 and 40 Accounts Payable EFT payments totaling \$226,076.99.

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Grant reimbursement requests FY 20-21: \$3,492,767.83

- Other
 - Attended weekly staff meeting.
 - Attended City Commission meeting.
 - Attended Local Mitigation Strategy (LMS) meeting to prepared for new Hazard Mitigation Grant Program (HMGP) submittal.

Risk Management Projects

- Attended WC mediation
- Attended Law Enforcement Wellness webinar

Fire Department

- Weekly Statistics
 - Fires: 1
 - Fire Alarms: 6
 - Hazardous: 2
 - EMS: 80
 - Motor Vehicle Accidents: 7
 - Public Assists: 50
 - TOTAL CALLS: 146

- Aid provided to other agencies: 12 Calls – Daytona Beach (6), Volusia County (6)
- Total staff hours provided to other agencies: 12
- # of overlapping calls: 36
- # of personnel sent with EVAC to assist with patient care during hospital transport: 2
- Total EMS patients treated: 60
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 210

- Training Hours
 - NFPA 1001: Firefighting 45
 - NFPA 1002: Driver 8
 - NFPA 1021: Officer 40
 - NFPA 1500: Safety/Equipment 63
 - NFPA 1620: Preplanning 19
 - EMT/Paramedic 9
 - TOTAL TRAINING HOURS: 184

- Station Activities
 - Serviced 148 fire hydrants to include flowing and inspecting
 - Updated 10 pre-fire plans
 - Conducted 3 fire Inspections

- Significant Incidents
 - 10/4/21, 8:47 PM: 510 N. Tymber Creek Rd. – Motor Vehicle Accident – Responded to a motorcycle vs. deer accident – found rider and bike in grass near wood line – deer did not survive – a firefighter assisted EVAC with patient care during transport.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Civil Engineer (Engineering)
 - Environmental Improvement Officer (Arborist)
 - Firefighter/EMT
 - Garage Supervisor (Fleet)
 - Help Desk Specialist (Information Technology)
 - Maintenance Worker II (Parks)
 - Mechanic III (Fleet)
 - Maintenance Worker II (Stormwater)
 - Maintenance Worker II (Streets)
 - Maintenance Worker III (Wastewater Collection/Reuse Distribution)
 - Part Time Events Tech (Casements)
 - Part Time Maintenance Worker II (Athletic Fields)
 - Part Time Maintenance Worker II (Parks)
 - Part Time Recreation Leader (SONC)
 - Police Officer
 - Treatment Plant Operator A (Water Production)
 - Treatment Plant Operator B (Water Reclamation Facility)
 - Treatment Plant Operator C (Water Reclamation Facility)
 - Treatment Plant Operator Trainee (Water Reclamation Facility)
 - Utilities Engineer
 - Water Distribution Operator 1, 2, 3, or Trainee

- Background/Reference Checks/Job Offers
 - Administrative Assistant (Support Services)
 - Building Inspector (Planning)
 - Community Service Officer
 - Firefighter/EMT
 - Information Systems Specialist (Information Technology)
 - Maintenance Worker II (Wastewater Collection/Reuse Distribution)
 - Police Officer

- Separations
 - Police Officer
 - Firefighter/EMT
 - Maintenance Worker II (Parks)

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects
 - Tyler Munis Phase 4 – EnerGov Permitting and Licensing – Project planning and document review. Implementation in process.
 - Tyler Munis Phase 2 – Tyler Content Management (TCM) document management and imaging systems. Forms Documentation review.
 - Work Orders
 - New: 23
 - Completed: 25
 - In progress: 42
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 42,912
 - Inbound E-Mails Blocked: 11,127
 - Delivered Inbound E-Mails: 29,645
 - Quarantined Messages: 465
 - Percentage Good Email:
 - Virus E-Mails Blocked: 0
 - Notable Events: Email migration final stages with Advanced System Solutions Inc.
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 5
 - Changes: 0
 - Corrections: 1
 - Map/Information Requests: 8
 - Information Requests from External Organizations: 3
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 0 : Total in system = 3,140
 - Meters GPS Located this week: 0 : Total in system = 24,070; 23,237 potable, 822 Irrigation, 11 Effluent

Leisure Services

Administration

- Staff meeting
- Engineering meeting
- City Manager staff meeting
- City Commission meeting
- Master Plan Update Public meeting
- Updated social media/websites/postings/City calendar

Contract Manager – Grounds and Athletic Maintenance

- Operations meeting with Grounds Maintenance Account Manager
- Operations meeting with Athletic Maintenance Account Manager
- Site inspections of Grounds Maintenance service areas
- Site inspections of Athletic Maintenance service areas
- Site visits with account managers
- Conduct over-site of enhancement, trimming, install and application projects

- Follow up with concerns, issues and questions within scope of work, weekly administrative assignments and activities

Contract Manager – Facilities Maintenance

- Weekly meeting with janitorial services operations manager.
- Weekly site visits to evaluate janitorial services.
- Completed exterior painting of the baseball building restrooms at Nova.
- Completed new decking and handrail replacement on the walkover bridge at Central Park III.

Environmental Discovery Center

- Open for guided tours Saturday 10 am to 4 pm; Monday through Friday from 10 am to 5 pm.
- Coordinated with contractor for repair of a touch screen monitor issue.
- Completed and posted flyer for Plant ID Walk.
- Monitoring progress of bee hive rebuild following beekeeper maintenance.
- Routine Maintenance of Butterfly and Wildflower gardens.

Athletics

- Shuffleboard continues to hold practices on Monday, Wednesday, and Friday at 1 pm at Sports Complex.
- Pride Football practices this week on Monday, Tuesday, and Thursday at 5:30 pm at Multi-Purpose Fields 11 and 12.
- Coed Softball games this week on Monday and Wednesday nights at 6:30 pm, 7:30 pm, 8:40 pm on Quad 4 at Sports Complex.
- Spikes 9/10/11/12/13/14's practices this week at Nova Fields 2-5, as well as Wendelstedt 2 & 3.
- OBSC Soccer competitive practices at the Sports Complex on fields 2/4/5/6/8, Monday through Thursday, at 5:30 pm.
- Youth Flag Football games this week, Monday through Friday, Sports Complex, 6 pm
- OBYBSA Recreational practice continues this week at Nova and Quad Fields, 6 pm, Tuesday through Friday.
- Youth Volleyball continued this week on Monday and Wednesday nights from 6 pm to 7:30 pm at Nova Gym.
- Pop Warner Football hosting home games on Saturday from 9 am to 7 pm at Sports Complex, Championship Field #7
- OBSC Soccer hosting week #4 of games on Saturday at the Sports Complex.
- USSSA Baseball hosting tournament on Saturday and Sunday at Quad/Wendelstedt/Nova Fields from 8 am to 6 pm.

Athletics 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
- Continued dragging infields (18) daily at Sport Complex/Nova Fields
- Continued edging infields (18) weekly at Sport Complex/Nova Fields
- Dragged and edged South Ormond and Osceola (2) Softball Fields
- Corners painted on flag football and soccer fields, as well as soccer parking lot
- Prepped Wendelstedt fields for Spikes baseball training
- Prepped Quad 4 for Coed Softball games
- Put out soccer goals on 1/9/10
- Paint soccer fields 1/2/6/8/9/10
- Prep Championship Field #7 for Halifax Academy & Pride Football games
- Painted flag football fields
- Clean up after Pop Warner Football, OBSC Soccer, and USSSA Baseball tournament on Monday
- Prepped all Baseball/Softball fields for nightly practices and games

- Removed temporary fences after ISA Softball Tournament on Monday

Performing Arts Center

- Attended PAC Friends Lobby Renovation Design meeting on September 30.
- Prepared for PAC Friends Board meeting on October 5.
- Booked CMT production of Disney's Frozen Jr. for December 3, 4, 5.
- Continued software training for new PAC Box Office Attendants.
- Responded to inquiries about PAC and Senior Center rentals.
- Updated information on OBPAC Facebook page and Internet ticketing site.

South Ormond Neighborhood Center

- Splash pad is open through November 30
- Park is open dawn to dusk daily
- Gym and weight room are open during normal Center hours
- YMCA soccer 5:30 pm through 7:30 pm (weekdays except Wednesday)
- Jazzercise 5:30 pm until 6:45 pm (Monday evenings only)
- PAL tutoring program (Monday through Thursday 3:30 pm until 5:30 pm)
- Set up for and attended Parks and Rec Master Plan Meetings.

Community Events

- Weekly administrative tasks, office work, and activities.
- Attended one on one and staff meetings.
- Attended HOme for the HOlidays Parade meeting.
- Assisted with Parks & Rec Master Plan workshops, October 6.
- Assisting with plans for the 2021 Senior Games, October 23-30.
- Planning tasks and assignments for "Halloween Highway -Trunk or Treat" event October 23
- Continued planning of the upcoming events:
 - State of the City Luncheon, October 12
 - Hometown Heroes Banner Ceremony, November 6
 - Veterans Day Luncheon, November 9
 - HOme for the HOlidays Parade, December 11
 - Holidays at The Casements Concert, December 16
 - Breakfast with Santa, December 18

Nova Community Center and Special Populations

- Jazzercise took place Monday-Friday from 9 am to 10 am, and 5:45 pm to 6:45 pm on Wednesday and Thursday in the Activity Room.
- Pickleball was held in the gym Monday-Friday from 9 am to 12:30 pm and Saturday from 9 am to 3 pm.
- Open Play Basketball was offered Monday from Saturday from 3 pm to 9 pm and on Sunday from 1 pm to 5:30 pm.
- Ms. Debby Dance and Acting classes on Monday, Tuesday and Friday, 3 pm to 7:30 pm
- Coed Volleyball continues on Monday and Wednesday from 6 pm to 8:30 pm.
- Gym Friends takes place Monday from 3 pm to 5 pm and Explore the Arts on Thursday from 4 pm to 5:30 pm.
- Two more Special Populations programs begin this week. Challenger Basketball on Tuesday from 5 pm to 6 pm and Lunch Bunch on Wednesday from 11 am to 2 pm
- OBYFCA is renting the Gymnastics facility for practice all this week.

The Casements

- The Casements was open on Saturday for self-guided tours from 8 am to noon.
- Reel In The Fun Fishing Tournament, Bailey Riverbridge, Saturday 7 am to 11 am
- House of Healing met at Bailey Riverbridge on Sunday from 4:30 pm to 6:30 pm.
- The Casements was open for self-guided tours Monday through Friday from 8 am to 5 pm.
- Ormond Beach Art Guild "Inspirations" exhibit throughout October

- Guild Gala Decorating, Monday – Friday, 9 am to 3 pm
- Did You Know? Facebook posts on Wednesday and Friday
- Garden Club meetings returned, Wednesday, 10 am to 12 pm
- Guild training sessions, Monday and Wednesday, 10 am
- Meeting with Ormond Memorial Arts Museum regarding rentals, Wednesday 2:30 pm
- Gaslight Parade meeting, Wednesday 10 am
- HOHO Parade meeting, Wednesday 4 pm
- Staff preset The Casements for wedding and reception, Thursday, 1 pm to 5 pm.
- Wedding & reception rental, Friday 12 pm to 6 pm
- Ora Yoga classes met at The Casements Dance Room on Tuesday and Thursday mornings from 9 am to 10 am and Wednesday evening at Bailey Riverbridge from 6 pm to 7 pm.
- Pilates took place Wednesday and Friday from 8:30 am to 9:30 am in the Dance Room of The Casements.

Parks Maintenance

- Citywide park inspections and cleaning
- Pavilion inspections completed and posted reservations
- Checked trash cans in all parks
- Bathroom checks twice per day
- Inspected signs at all playground equipment
- Skatepark concrete inspected and repaired
- Boardwalk Trail wildlife signs inspected
- Install new basketball nets Nova Community Center

Building Maintenance

- Chiller restart at the Police Department
- Repaired railing and siding at Fortunato Park
- Replaced ceiling tiles at Police Department
- Stormwater door locks/handles replaced at PW
- Replaced board at Fortunato Pier
- WWTP Operations floor drains cleared
- Bathroom faucet repaired at Fortunato Park
- Installed new A/C at Stormwater
- Mounted drooping water line at Fortunato Park
- Replace ceiling tile in Planning Department
- Unclogged The Casements ladies restroom
- Leak repaired in ladies restroom at the Police Department

Police Department

Administrative Services

- Staff hosted the Weekly Virtual Staff Meeting
- Staff attended In-Service training.
- Staff hosted retirement ceremony for K-9 Kane.
- Staff met with new FDLE Field Representative.
- Staff met with Assistant City Manager about county wide pet licensing.
- Staff attended Task Force meeting regarding special events.
- Staff attended the Day of Unity Breakfast sponsored by the Beacon Center.
- Staff attended the flag retirement ceremony hosted by Cub Scout Pack 74 at Oasis Church.
- Staff attended FBI LEEDA Executive Leadership.

Community Outreach

- Youth Leadership Council (YLC) – Five (5) Members of the YLC attended a meeting and tutoring session on Sunday, October 3, 2021. The next community service project is assisting with the OBPAL Golf Tournament November 7th.

- OBPAL Basketball – Informal open gym practice was held for the OBPAL Bruins teams on Tuesday and Thursday last week. Practices are held from 6:00 – 8:00 PM at the South Ormond Neighborhood Center.
- PAL Educational Programs
 - The Fall Tutors R Us began October 4 and continues through December 2. Currently, seventeen (17) youths are registered. Tutors R Us will be offered Monday – Thursday from 3:30 pm to 6:30 pm.
- Special Events
 - The Annual OBPAL Golf Tournament is scheduled for Sunday, November 7 at the Halifax Plantation Golf Club. For additional information on sponsorships or to register for the tournament please call the PAL House (386) 676-3505.

Community Services & Animal Control

- Animal Calls responded to: 45
- Animal Reports: 2
- Return to Field: 1
- Animal Bites: 2
- Animals to Halifax: 2
- Injured Wildlife Calls: 3
- Found Property Reports: 2

Criminal Investigations

- Cases Assigned: 23
- Cases Cleared by Arrest/Complaint Affidavit: 2
- Cases Exceptionally Cleared: 5
- Inactive: 4
- Fraud: 5
- Burglary Business: 2
- Burglary Residential: 1
- Larceny Car break: 1
- Grand Theft: 1
- Auto Theft: 1
- Death Undetermined: 1
- Missing Persons: 1
- Recovered Missing Persons: 0
- Sex Offense/Rape: 1
- Robbery: 1
- Assaults: 0
- Police Information: 4
- Suspicious Incident: 1
- Baker Act/RPO: 2
- Vandalism: 1

Records

- Walk - Ins / Window: 101
- Phone Calls: 123
- Arrest / NTA'S: 23
- Reports Generated: 119
- Reports Entered: 110
- Citations Issued: 27
- Citations Entered: 36
- Warnings Entered: 58
- Trespass Warnings: 8

- CORF Entered: 54
- Mail / Faxes / Request: 35

Patrol

- Total Calls: 1,309
- Total Traffic Stops: 99

Operations

- Crime Opportunity Report Forms: 108

09/29/21

- Residential Burglary, 207 Pine Cone Trail (The Trails subdivision). An unidentified suspect stole the victim's Trek bicycle from the open garage.
- Theft, 1517 San Marco Drive #107 (San Marco Apartments). An unidentified suspect stole the victim's bicycle.
- Carbreak, 500 Sterthaus Drive (YMCA). An unidentified suspect entered the victim's locked vehicle via breaking the passenger window and stealing the victim's purse.
- Domestic Violence Battery Arrest, 543 Crowne Sunset Drive #1223 (The Crowne Apartments). A male was at this location visiting his girlfriend when he grabbed her by the hair and punched her multiple times. While officers were attempting to secure the male, he slapped one officer and kicked another before being detained. Additional charges were added.
- Shoplifting, 795 West Granada Boulevard (CVS). An unidentified male stole merchandise, the theft was witnessed by a store employee.

09/30/21

- Theft, 1478 West Granada Boulevard (Publix). Victim reported as she was shopping when her wallet was taken. A male and female appeared to conducted a distraction to the victim as the other removed her wallet from the cart. Shortly after, fraudulent transactions were attempted at numerous stores.
- Theft, 340 Sanchez Avenue. A possible known suspect took the victim's trailer hitch off his truck.

10/01/21

- Stolen Vehicle, 1521 West Granada Boulevard (Walmart). An unidentified suspect found the keys to the victim's vehicle that he dropped in the parking lot and stole his vehicle.
- Warrant Arrest, East Granada Boulevard/John Anderson Drive. Subject was contacted and found to have an open warrant.
- Loitering / Prowling Arrest, 610 South Yonge Street (Simply Self Storage). A male and female were located at this location after hours. Neither suspect was able to dispel the officers alarm as to why they were at this location at that time, they also did not have a storage unit at this location.

10/02/21

- Domestic Violence Battery Arrest, 49 West Granada Boulevard (The Grind Gastropub). A female shoved her husband during an argument.

10/03/21

- Theft, 1521 West Granada Boulevard (Walmart). A female stole merchandise from this location. The theft was witnessed by Loss Prevention for the store.
- Domestic Violence Battery Arrest, 17 Arrowhead Circle. A female struck her boyfriend during an argument.
- Domestic Violence Battery by Strangulation Arrest, 605 Arroyo Parkway. A male struck his mother in the face and head. He then grabbed her around the neck with a choke hold that caused her to black out.

10/04/21

- Business Burglary, 610 South Yonge Street (Simply Self Storage). An unidentified suspect stole tools, travel bags, and antiques from a storage unit over the past month.
- Domestic Violence Aggravated Battery Arrest, 87 Grove Street. A female got into a verbal argument with her boyfriend about a post on Facebook and headbutted him.
- Strong Arm Robbery, 145 North Yonge Street (Dollar General). Three unidentified suspects attempted to steal merchandise. When contact was made with them outside by the manager, one of the suspects punched her in the side of the head.

10/05/21

- Traffic Arrest, 425 Parque Drive. A traffic stop revealed the driver to have a habitually suspended driver's license.
- Aggravated Battery, 151 Domicilio Avenue (Ormond Beach Middle School). A juvenile student accidentally spilled milk on another student. Two students then proceeded to stab the student with pencils multiple times.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 10
 - Number of Citations issued: 19
 - Number of Written Warnings Issued: 5
 - Number of Parking Tickets Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 9
 - Number of Crashes with Injuries: 2
 - Number of Crashes with Serious Bodily Injury: 0
 - Number of Fatal Crashes: 0

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 0 Cases initiated
- Zone 2: 5 Cases initiated
- Zone 3: 3 Cases initiated
- Zone 4: 1 Case initiated
- 5 signs have either been removed or sign cases created.
- 9 tree removal permit requests
- Administrative staff assisted with three (3) walk-in's and forty-two (42) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - Fiber Optic Connectivity – Work is being scheduled.
 - North US1 Water Main and Force Main Improvements – Construction is substantially complete.
 - MacDonald House Improvements – North side restoration work is ongoing. Progress meeting #17 is scheduled for October 21.
 - Granada Mid-Block Lighting Improvements – Construction is complete.
 - Riviera Park Pedestrian Signals – Construction is in process, sign installation has been delayed.
 - Wilmette Stormwater Pump Station – Notice to Proceed issued for November 1, long lead time equipment/materials are scheduled to be delivered in December.
 - WRF Chlorine Contact Improvements – Notice to Proceed issued for September 27.

- SONC Gym – The metal building has a six month manufacturing lead time, and therefore will not be delivered until Spring 2022. A Notice to Proceed has been issued for January 3, 2022.
- 2021 Roadway Resurfacing – Construction is approximately 90% complete.
- CDBG Fleming Playground – Long lead time materials are scheduled for delivery in December.
- Bidding:
 - 385 South Old Kings Road – Proposals were opened on September 29 and are under review.
 - Facility Hardening Re-Bid – Project was advertised for bidding on September 26. A pre-bid meeting is scheduled for October 21, and bids are due on November 4.
 - Gazebo Replacement 2 CP II – Approved to advertise for bidding at the October 5 City Commission meeting.
 - Stormwater Flap gates – Project is scheduled for approval to advertise for bidding at the October 19 City Commission meeting.
 - 2022 Storm & Sewer Lining – Project is scheduled for approval to advertise for bidding at the November 2 City Commission meeting.
 - Swale Maintenance – A Work Authorization is scheduled for approval at the November 2 City Commission meeting.
- Design Projects:
 - Stormwater Master Plan Update - 2019 – The Consultant continues working on the master plan update.
 - Downtown: Cassen Park Improvements – Design is in process.
 - Update Parks & Recreational Master Plan – The Consultant continues working on the master plan update. The second public meeting was held on October 6.
 - Business Park Drive Phase II – Design is in process.
 - WTP Aeration Replacement, Clearwell Rehab & Splitter Box Rehab – Design in in process.
 - Water Main Replacement Ph IV – Mainland – Design is in process.
 - Water Main Replacement Ph IV – Peninsula – Design is in process.
 - Doug Thomas Way Extension Design – Design is in process.
 - WRF Upgrades – Design is in process.
 - Downtown Sidewalk Renovations – A Disposition Item to confirm color selection of the sidewalk banding for the project was presented at the October 5 meeting. The City Commission approved Mesa Beige integral colored concrete.
- Departmental Activities
 - Reviewed 24 Engineering Permit applications through the ProjectDOX system, and created and approved 4 Franchise Utility Work-in-the-Right-of-Way permits.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Removed gutter; stripped forms, cut & backfilled new gutter, clean up on Riverside Dr
- Patched asphalt in 3 areas on Riverside Dr; N Ridgewood
- Cut asphalt in The Trails

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
- Trimming on Caladium Dr; Canterbury Woods; Trails Subdivision
- Picked up debris on Village Dr, 300 block of Putnam Ave

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

- Citywide locations, checked for signs that might need attention
- Fabricated various signs & decals for upcoming jobs
- Washed & cleaned signs in various locations
- Various projects

Stormwater Maintenance

- Checked gates & pumps, inlets on beachside - citywide
- Inlets cleaned and inspected in Zone 3
- Clearing path for roadway at Sports complex
- Inlets inspected and cleaned citywide
- Gates & pumps citywide
- Ditch spraying citywide
- Sod at banner poles on W Granada Blvd
- System inspection on Division Ave

Fleet

- Mileage traveled by all departments for the week: 22,187
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 1
 - Non-Emergency Vehicles and Equipment: 5
- Road Calls for the week: 0
- Quick Fleet Facts:
 - Fuel on hand: 9,650 gallons unleaded, 9,928 gallons diesel
 - Fuel used in one week: 2,183 gallons of unleaded and 732 gallons of diesel.
 - Fleet completed 51 work orders this week.

Utilities

- Projects Summary
 - Utilities CIP projects are listed under the Engineering section as this division manages those projects and to avoid duplication of information.

Water Treatment

- Delivered 39.29 million gallons for the week ending October 2, 2021(5.28 MGD).
- Backwashed 7 filters for a total of 381,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through October 2, 2021 @ 6.74 MGD SJRWMD 2021 allocation @ 7.795 MGD.
- Produced & hauled 81.0 wet tons of sludge (80% solids).

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 31.81 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 4.54 MGD
- Produced 27.82 Million Gallons of Reclaim water.
- Produced 3.99 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (October 1, 2020 – September 30, 2021) (MGD):
 - Influent 4.67 MGD (Permit 8 MGD)
 - Surface Water Discharge 1.49 (Permit 6 MGD)
 - Reuse 3.35 (Permit 10 MGD)

Water Distribution

- Responded to 19 reports of customer concerns regarding low pressure, or assistance with other plumbing concerns.
- Responded to 17 calls from customers concerning leaking water.
- Replaced 2 residential water meters due to operational concerns.
- Installed 4 new residential water services.
- Repaired the 2" GSP water main on Parkview Lane.
- Performed pressure testing on 6 City owned backflow prevention devices.
- Replaced 4 residential water services due to pressure concerns or leaks.
- Replaced 4 broken water meter boxes.
- Located 2 water service for customers performing plumbing repairs.
- Performed valve maintenance on 10 main line valves.
- Performed maintenance on 6 fire hydrants.
- Performed fire hydrant flow tests on S.R. 40 at Hunter's Ridge Blvd. & on Airport Rd. near Huntington Place.
- Scheduled and performed water main outages for water main connections at 1545 N. U.S. Hwy 1 across from Pine Tree Dr. and at 1327 N. US Hwy 1 (Hudson Technologies).
- Repaired landscaping to all excavation sites.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 120 utility locates for the previous week.

Wastewater Collection

- Crews responded to 10 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 0 in the conventional system service area.
- Flushed Nova Community Center.
- Flushed sanitary lateral at 103 Hickory Hills Cir., 300 Center St. and 524 Fred Gamble Way.
- Removed 1,700 gallons of effluent off of Hunters Ridge force main.
- Follow up TV at 914 Willow Run, pipe is broken, will schedule for repair.
- Replaced broken PEP tank at 25 Canterbury Woods.
- Replaced PEP pump at 11 Coquina Lake Way, 21 Foxfield Look, 34 Circle Creek Way, 16 Creek Bluff Way
- Cleaned and vacuumed 300' of gravity sewer at 325 Sandoval Dr.
- Assisted contractor in switching over force main connection at Hudson Tools 1327 N US 1
- Located sanitary C/O at 9 Aviator Way.
- TV'ed 1 sanitary laterals on the PM list.

Reuse

- Responded to 4 reuse trouble calls.
- Turned off reclaimed at 147 Ocean Ter per customer request.
- Turned off reclaimed at 59 Deep Woods Way at customer request
- Located sanitary and reclaimed services at 26 Creek Bluff Way, 99 Carriage Creek Way, 21 Carriage Creek Way, 6 Bent Stream Way, 4 Curved Creek Way.
- Turned reclaimed service back on at 93 Carriage Creek Way. Customer's service is still leaking. Turned service off, informed customer.
- Turned off reclaimed service at 211 Hamlet Trace, leak is on customer side.

Wastewater Plant – Lift Stations

- Micro C – replaced sump pump.
- Fortunato Park – alarm lamp on, found wet well high level, both pumps not operational. Cleaned out wet well, pulled both pumps and cleaned, pump #2 is operational, pump #1 is being evaluated for repair/replacement.
- 63 Carriage Way – installed new PEP tank control box.
- 25 Canterbury - installed new PEP tank control box.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- Lime Slurry pumps – lubricate as needed.
- Lime Sludge Control – Sludge pump #1 VFD has failed, replacement unit is being ordered.
- Well 35R – replaced phase monitor, installed external ground for flow meter.
- Division/Hudson Well Fields – work on correcting items noted on sanitary survey.
- Responded to equipment malfunctions at the Water Plant and offsite locations.
- Perform Operational Checks at various locations.

Support Services/City Clerk

In addition to routine departmental activities such as coordinating the City Commission agenda packet process, managing official documents, processing public records requests, managing elections, records management, website administration, drafting proclamations, providing advisory board administration, administrative support and research services, and assisting citizens and directing calls at City Hall, the following occurred this week:

- City Clerk attended City Manager Staff Meeting.
- City Clerk attended meeting with Assistant City Manager.
- Staff attended and provided support for October 5, 2021 FDOT Transportation Workshop and City Commission Meeting.
- Agenda packet preparation for October 19, 2021 City Commission Meeting.