

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report

Date: October 15, 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 meetings
- Employee Appreciation Day prep meeting

Spoke to, attended and/or met with:

- State of the City
- FCCMA Investment Committee virtual meeting
- Rotary Board virtual meeting
- Daytona Chamber Eggs & Issues, FDOT District 5 Secretary presented
- General discussion meeting with Debbie Cotton, Chamber of Commerce President

PIO – Public Information

- Press Releases/Media
 - K-9 Grant Nomination
 - Home for the Holidays Parade Info
 - State of the City video
 - General media requests
 - General citizen inquiries and updates
- Social Media
 - State of the City News
 - State of the City Video
 - K-9 Grant Nominations
 - Biketoberfest Safety
- Attended
 - State of the City Event
 - State of the City Prep
 - Engineering/Planning
 - OB Life 2021 Prep meetings

Community Development

Planning

- Attended/participated the Ormond MainStreet Design Committee meeting.
- Attended/presented in the Brownfield Advisory Board meeting.
- Attended/presented in the Planning Board meeting.
- Attended the Ormond Garage neighborhood meeting/sound test regarding a request to allow live outdoor entertainment.

- 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

- 10 new business tax receipts issued.
- 331 inspections performed within the city (114 by private providers).
- 108 permits issued within the city, with a valuation of \$20,385,448 (11 garage sales permits).

Development Services

- The Site Plan Review Committee (SPRC) met with:
 1. Harvard Square. This was a pre-application meeting for the addition of a retail building in the 800 block of South Atlantic Avenue, near Harvard Drive.
 2. 1845 North U.S. Highway 1. Continued pre-application discussion to the Interlocal Service Boundary Agreement, annexation process, and the B-8 (Commercial) and B-7 (Highway Tourist Commercial) uses and dimension standards.
 3. Kern Warehouse. This was a pre-application meeting of office/warehouse uses on the property at 871 Hull Road. The use is a permitted use in the I-1 (Light Industrial) zoning district.
 4. 1046 North U.S. Highway 1. This was a pre-application meeting of the property at the southwest corner of Airport Road and U.S. Highway 1. The discussion focused on redevelopment of the property, connection to utilities, and uses allowed within a Planned Business Development.
 5. 722 South Atlantic Avenue and parking lot. This was a pre-application meeting to discuss the ability to add mini-warehouse use to the parking lot behind 722 South Atlantic Avenue.
- Projects under SPRC review:
 1. Tattersall Subdivision. 2nd review. Construction of a 146 lot single family subdivision and associated site improvements.
 2. 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 | 100% |
| 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 | 100% |
| 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 Ormond Beach State of the City event on Tuesday, October 12.
 - 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 Aviation Advisory Board met on Monday, October 11.
- Staff participated in the regular meeting of the East Central Metro Area CFASPP Steering Committee on Thursday, October 14 at the Deland Municipal Airport-Taylor Field.
- Work continues on the project to construct ten new corporate/box hangars adjacent to Taxiway Charlie in the southeast quadrant of the airport.
- Staff continues working with Hoyle, Tanner & Associates to prepare the contract documents for the construction projects to rehabilitate Taxiways Bravo and Delta. Staff plans to present the contracts to the City Commission in November.
- Staff has completed work with AVCON, Inc. to develop a project to upgrade certain environmental systems at the air traffic control tower. The proposed upgrades will 100% funded under an approved Airport Coronavirus Response Grant Program (ACRGP) agreement with the FAA. Staff plans to present a work authorization to the City Commission in November.
- Staff submitted the FAA quarterly report on the federal grant for the Taxiway Bravo and Taxiway Delta rehabilitation project.
- Staff submitted the FAA FY2022 grant pre-application materials for the project to replace the airport's Automated Weather Observing System (AWOS). The existing AWOS system is very old, prone to malfunction, and does not provide 24/7 weather information as it is not coordinated with newer air traffic control tower systems. The new AWOS will be installed in the northwest quadrant of the airport, adjacent to Runway 9.

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

Finance

- On-going Projects
 - Annual Audit for the 2021-2021 fiscal year is ongoing
 - City received \$2,467,431.00 million from the U.S. Treasury for the American Relief Act
- Completed Projects - Weekly
 - Process 211 Journal Entry Batches.
 - Utility Billing Meter Readers completed 325 work orders.
 - Approved 39 Purchase Requisitions totaling \$1,686,918.26
 - Issued 62 Purchase Orders totaling \$3,326,760.55.
 - Issued 647 past due notices on utility accounts.
 - Auto-called 263 utility customers regarding receipt of a past due notice.
 - Processed 539 payments through Interactive Voice Response System totaling \$46,238.89.
 - Processed 1,367 payments through City online payment portal totaling \$127,491.77.
 - Prepared 118 Accounts Payable checks totaling \$725,286.39 and 29 Accounts Payable EFT payments totaling \$1,252,967.37.

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Requested modifications to the City's FY 21-22 Community Development Block Grant (CDBG) agreement from City Commission direction at its October 5, 2021, meeting.
 - Preparing for a spring submittal to the Volusia County ECHO grant program from City Commission direction at its October 5, 2021, meeting.
 - Grant reimbursement requests FY 20-21: \$3,492,767.83

- Other
 - Attended FEMA GO meeting.
 - Completed Neighborhood Improvement Advisory Board agenda for its October 21, 2021, meeting.

Risk Management Projects

- Attended insurance topic webinar
- Completed subrogation demands

Fire Department

- Weekly Statistics
 - Fires: 2
 - Fire Alarms: 9
 - Hazardous: 3
 - EMS: 82
 - Motor Vehicle Accidents: 5
 - Public Assists: 40
 - TOTAL CALLS: 141

 - Aid provided to other agencies: 8 Calls – Daytona Beach (2), Holly Hill (1), Volusia County (5)
 - Total staff hours provided to other agencies: 8
 - # of overlapping calls: 35
 - # of personnel sent with EVAC to assist with patient care during hospital transport: 6
 - Total EMS patients treated: 66
 - Keetch-Byram Drought Index (KBDI) East Coast Volusia: 201
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- Training Hours
 - NFPA 1001: Firefighting 107
 - NFPA 1002: Driver 18
 - NFPA 1500: Safety/Equipment 67
 - NFPA 1620: Preplanning 15
 - EMT/Paramedic 8
 - TOTAL TRAINING HOURS: 215
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- Station Activities
 - Participated in a fire drill at Rossmeyer's Harley Davidson
 - Updated 12 pre-fire plans
 - Serviced 82 fire hydrants to include flowing and inspecting

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Civil Engineer (Engineering)
 - Environmental Improvement Officer (Arborist)
 - Help Desk Specialist (Information Technology)
 - Maintenance Worker II (Parks)
 - Mechanic III (Fleet)
 - Maintenance Worker II (Stormwater)
 - Maintenance Worker II (Streets)
 - Maintenance Worker II (Wastewater Collection/Reuse Distribution)
 - Maintenance Worker III (Wastewater Collection/Reuse Distribution)
 - Part Time Maintenance Worker II (Athletic Fields)
 - Part Time Maintenance Worker II (Parks)
 - Part Time Recreation Leader (SONC)
 - Police Officer

- Treatment Plant Operator C (Water Production)
- Treatment Plant Operator A (Water Reclamation Facility)
- 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
 - Garage Supervisor (Fleet)
 - Information Systems Specialist (Information Technology)
 - Maintenance Worker II (Parks)
 - Maintenance Worker II (Wastewater Collection/Reuse Distribution)
 - Part Time Events Tech (Casements)
 - Part Time Maintenance Worker II (Parks)
 - Police Officer

- Separations
 - Police Officer
 - Firefighter/EMT
 - Maintenance Worker II (Streets)
 - 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: 61
 - Completed: 83
 - In progress: 64

 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 43,631
 - Inbound E-Mails Blocked: 13,276
 - Delivered Inbound E-Mails: 28,747
 - Quarantined Messages: 363
 - Percentage Good Email: 65.87%
 - Virus E-Mails Blocked: 0

 - Notable Events: Email migration completed by Advanced System Solutions, Inc.

- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 135
 - Changes: 0
 - Corrections: 0

- Map/Information Requests: 7
- Information Requests from External Organizations: 0
- 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

- Engineering meeting
- State of the City Luncheon
- Master Plan Update meeting
- VCRDA meeting
- Updated social media/websites/postings

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 interior painting in the blue room at the PAC.

Environmental Discovery Center

- Open for guided tours Saturday 10 am to 4 pm; Monday through Friday from 10 am to 5 pm.
- School field trip on Tuesday, October 12.
- Coordinate loading of EDC Halloween Highway goody bags by EDC volunteers.
- Plant ID Walk Wednesday, October 13, 8 am to 10 am. Led by Katie Tripp, Florida Native Plant Society.
- Monitoring progress of beehive rebuild following beekeeper maintenance.
- Routine maintenance of Butterfly and Wildflower gardens.

Athletics

- Shuffleboard held practices on Monday, Wednesday, and Friday at 1 pm at Sports Complex.
- Pride Football practices on Monday, Tuesday, and Thursday at 5:30 pm at Multi-Purpose Fields 11 and 12.
- Coed Softball playoffs on Monday and Wednesday nights at 6:30 pm, 7:30 pm, on Quad 4 at Sports Complex.
- Spikes 9/10/11/12/13/14's continued 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 Monday through Friday, Sports Complex, 6 pm
- OBYBSA Recreational practices at Nova and Quad Fields, 6 pm, Tuesday through Friday.
- Youth Volleyball was held on Monday and Wednesday nights from 6 pm to 7:30 pm at Nova gym.
- SHS JV Football game was held Thursday at 6 pm at Sports Complex, Championship Field #7
- Pop Warner Football hosting home games on Wednesday at 5:30 pm and 7:30 pm at Sports Complex, Championship Field #7

- OBSC Soccer hosting week #5 of games on Saturday at the Sports Complex.
- Pride Football will be hosting games on Saturday, 9 am to 7 pm on Championship Field #7.

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
- Cleaned up after Pop Warner Football, OBSC Soccer, and USSSA Baseball Tournament
- Prepped all baseball/softball fields for nightly practices & games

Performing Arts Center

- Set-up and operated audio/visual equipment for State of the City.
- Continued software training for new Box Office Attendants.
- Responded to email correspondence and telephone inquiries about PAC and Senior Center rentals.
- Updated information on OBPA 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)

Community Events

- Weekly administrative tasks, office work, and activities.
- Assisted with State of the City
- Assisting with plans for the 2021 Senior Games, October 23-30.
- Planning tasks and assignments for "Halloween Highway -Trunk or Treat" event, October 23
- Continue evaluation and planning of the upcoming events:
 - 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-Saturday 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-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 1pm to 5:30pm.
- Ms. Debby Dance and Acting classes on Monday, Tuesday and Friday, 3 pm to 7:30 pm

- Coed Volleyball continued on Monday and Wednesday from 6 pm to 8:30 pm.
- Gym Friends took place Monday from 3 pm to 5 pm.
- Explore the Arts was held on Thursday from 4 pm to 5:30 pm.
- Challenger Basketball was held on Tuesday from 5 pm to 6 pm
- Lunch Bunch was held on Wednesday from 11 am to 2 pm
- OBYFCA is renting the Gymnastics facility for practice this week.

The Casements

- The Casements was open for self-guided tours on Saturday from 8 am to noon and Monday through Friday from 8 am to 5 pm.
- Herb Society meeting, Bailey Riverbridge, Saturday 9 am to 12 pm.
- Baby shower rental, Bailey Riverbridge, Sunday 11 am to 1 pm
- Wedding and reception, Rockefeller Gardens and The Casements, Sunday from 8 am to 4 pm.
- House of Healing met at Bailey Riverbridge on Sunday from 4:30 pm to 6:30 pm with 35 attending.
- Guild Executive Board meeting, Monday 9:30 am
- Guild Gala Planning meeting, Tuesday 9:30 am
- Coordinator met with Ormond Strong on Tuesday at 3:00 pm regarding a rental.
- Large tour, Grand Lake Resort Group, Wednesday 11:30 am
- Greek Cooking, Casements Kitchen, Thursday 4pm-8pm
- Did You Know? Facebook post on Wednesday and Friday
- Guild Gala decorating continues Monday through Friday, 9 am to 3 pm.
- Staff preparing for Halloween Highway and October's Once Upon a Storytime
- Ora Yoga classes met this week in 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, 8:30 am to 9:30 am in The Casements Dance Room.

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
- Installed bike rack on Hand Avenue
- Replaced boards on pier at Central Park II and Birthplace of Speed
- Replaced parking curbs at Fortunato Park

Building Maintenance

- Investigated a/c at Fleet
- Repaired water heater at FS92
- Repaired exposed wires at Nova pavilion
- Repaired damaged fixture in outside restroom at South Ormond Neighborhood Center
- Repaired light on runway 17 at the airport
- Installed new water heater at FS92
- Provided power to fountain at Vadner Park
- Repaired damaged fixture in outside restroom at EDC
- Troubleshoot mag lock at the EDC
- Troubleshoot the chiller at the Police Department
- Replaced lights in the east hallway at the South Ormond Neighborhood Center

Police Department

Administrative Services

- Staff hosted the weekly virtual staff meeting
- Staff hosted a swearing-in ceremony for Officer Lenihan.
- Staff attended a multi-jurisdictional meeting on pop up events that impact Volusia County.

- Staff attended an Ormond Beach Life preparation meeting.
- Staff hosted a promotional ceremony for Sergeant John Dovine.
- Staff attended a meeting regarding the Halloween Highway event.
- Staff scheduled Special Response Team try-outs

Community Outreach

- Youth Leadership Council (YLC) – Six (6) Members of the YLC helped stuff personal care bags for the homeless on Wednesday, October 7. The bags will be dispersed by the Order of the Eastern Star. Four (4) members attended the Atlantic High School JV football game to support a new YLC member. The next community service project is assisting with the OBPAL Golf Tournament November 7 at the Halifax Plantation Golf Club.
- OBPAL Basketball – Ten (10) members of the OBPAL Bruins teams attended informal practice 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 program began October 4. Sixteen (16) students attended the sessions last week. Tutors R Us is offered Monday – Thursday from 3:30 pm to 6:30 pm. Tutors work with students to improve academic performance.
- 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: 49
- Animal Reports: 6
- Return to Field: 1
- Animal Bites: 2
- Animals to Halifax: 2
- Injured Wildlife Calls: 2
- Found Property Reports: 2

Criminal Investigations

- Cases Assigned: 23
- Cases Cleared by Arrest/Complaint Affidavit: 3
- Cases Exceptionally Cleared: 5
- Inactive: 19
- Fraud: 4
- Burglary Business: 1
- Burglary Residential: 2
- Larceny Car break: 4
- Grand Theft: 2
- Auto Theft: 0
- Death Undetermined: 1
- Missing Persons: 1
- Recovered Missing Persons: 2
- Sex Offense/Rape: 3
- Robbery: 0
- Assaults: 1
- Police Information: 2
- Suspicious Incident: 1
- Baker Act: 1

Records

- Walk - Ins / Window: 91
- Phone Calls: 119
- Arrest / NTA'S: 20
- Reports Generated: 120
- Reports Entered: 105
- Citations Issued: 20
- Citations Entered: 28
- Warnings Entered: 69
- Trespass Warnings: 17
- CORF Entered: 32
- Mail / Faxes / Request: 29

Patrol

- Total Calls: 1,379
- Total Traffic Stops: 124

Operations

- Crime Opportunity Report Forms: 59

10/06/21

- Residential Burglary, 1314 Northside Drive. An unidentified suspect stole the victim's bicycle from their open garage.
- Theft, 220 North Nova Road (Publix). An unidentified suspect stole two bicycles.
- Theft, 11 Pine Valley Circle (Tomoka Oaks subdivision). An unidentified suspect stole a Florida motorcycle tag from the victim's motorcycle.
- Sex Offense, 100 Osceola Avenue (Osceola Elementary). The Florida Abuse Hotline called in a report about a sex offense between two juveniles.
- Ingest Harmful Chemicals Arrest, 1464 West Granada Boulevard (Chick-fil-A). A female was observed inhaling compressed air in front of the business and refusing to leave.

10/07/21

- Domestic Violence Battery Arrest, 18 Domicilio Avenue. A husband and wife got into a verbal argument that turned physical.
- Warrant Arrest, 164 South Nova Road (Oakridge Cemetery). Subject was contacted and found to have an open warrant.
- Narcotics Arrest, 1614 North United States Highway One #116 (Econo Lodge). Subject was contacted and found to have an open warrant. The subject was later found to be in possession of heroin.
- Warrant Arrest, 1482 West Granada Boulevard (Red Bowl). Subject was contacted and found to have an open warrant.

10/08/21

- Residential Burglary, 5 Silver Fox Trail. An unidentified suspect stole the victim's bicycle.
- Theft, 556 Collins Street. The water meter from this location was stolen and the water meter at this location was found to be a stolen meter from 573 Collins St.
- Theft, 573 Collins Street. The water meter from this location was stolen and found to be at 556 Collins Street.
- Theft, 14 Lakewood Park. A known suspect is believed to have taken the victim's purse, cash, debit cards, and prescription medicine.
- Domestic Violence Battery by Strangulation Arrest, 29 Park Place. A husband and wife were arguing about a cell phone when the husband placed his hands around his wife's neck causing her to lose her breath.
- Domestic Violence Battery Arrest, 1009 Ocean Shore Boulevard #111 (Coral Sands). A male was in an argument with his girlfriend about sleeping arrangements when he pushed her into a bathtub.

10/09/21

- Child Neglect/Battery on LEO/ DUI with Injuries Arrest, South Atlantic Avenue/Valencia Drive. A crash investigation revealed that the driver was intoxicated while having her juvenile in the vehicle with her. While placing the female under arrest, she became combative with officers on scene.
- Business Burglary, 610 South Yonge Street #1091 (Simply Self Storage). An unidentified suspect stole the victim's checks from their storage unit. Unknown method of entry.
- Narcotics Arrest, 1425 West Granada Boulevard (Boston Market). A male at this location was found to have narcotics on him.
- Domestic Violence Assault Arrest, 9000 St. Georges Road #101A (Bermuda Estates). A juvenile got into an argument with his grandfather about a cell phone. He then approached his grandfather and threatened to kill him, the grandfather picked up a bottle to defend himself.
- Domestic Violence Battery Arrest, 48 Byron Ellinor Drive #A. A male was in a verbal argument with his girlfriend when he slapped her in the face.

10/10/21

- No Part One crimes or arrests.

10/11/21

- Carbreak, 500 Sterthaus Drive (YMCA). An unidentified suspect forced entry by shattering the window into the victim's vehicle and stole a Michael Kors diaper bag.
- Carbreak, 440 North Nova Road (Nova Community Center). An unidentified suspect forced entry by shattering the window in the victim's vehicle and stole a bag containing a stethoscope, eye glasses and a company ID badge.
- Carbreak, 1 North Beach Street (Bailey Riverbridge Gardens). An unidentified suspect forced entry by shattering the window into the victim's vehicle. Nothing appeared to be taken.
- Sexual Battery, 795 Cordova Avenue. A female reported that she suspects her ex-husband of drugging and sexually battering her both recently and in the past.
- Narcotics Arrest, 1521 West Granada Boulevard (Wal-Mart). A female was found to be in possession of cocaine.
- Narcotics Arrest, 1521 West Granada Boulevard (Wal-Mart). A female was found to be in possession of cocaine.
- Domestic Violence Battery Arrest, 416 Sauls Street. A male was in a verbal argument with his girlfriend when he pushed her and attempted to pull a ring off of her finger.
- Harassing Phone Calls Arrest, 194 North Yonge Street. A male that had multiple warrants for his arrest was located by the Volusia Sheriff's Office. He was arrested by them on the warrants and additionally charged with harassing phone calls as he called his ex-girlfriend 44 times that day.

10/12/21

- Domestic Violence Aggravated Assault Arrest, 1614 North United States Highway One #106 (Econo Lodge). A female advised that her boyfriend threatened to hit her with a hammer. She stated she armed herself with some sort of blade prior to him leaving the area.
- Theft, 3 Brookwood Drive. An unidentified suspect stole a check from the victim's mailbox.
- Carbreak, 454 South Yonge Street (Turner Pest Control). An unidentified suspect removed the catalytic converter from the victim's vehicle.
- Domestic Violence Aggravated Battery Arrest, 1657 North United States Highway One. A female was struck by a vehicle on purpose that her boyfriend was driving.
- Warrant Arrest, 1500-Block West Granada Boulevard. Subject was contacted and found to have an open warrant.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 21
 - Number of Citations issued: 24
 - Number of Written Warnings Issued: 31

- Number of Parking Tickets Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 5
 - 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: 7 Cases initiated
- Zone 2: 4 Cases initiated
- Zone 3: 1 Case initiated
- Zone 4: 2 Cases initiated
- 2 signs have either been removed or sign cases created.
- 18 tree removal permit requests
- Administrative staff assisted with two (2) walk-in's and fifty-three (53) 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.
 - Riviera Park Pedestrian Signals – 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 – Construction is scheduled to commence next week.
 - 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 – Project is substantially complete.
 - CDBG Fleming Playground – Long lead time materials are scheduled for delivery in December.
 - Bidding:
 - 385 South Old Kings Road – Proposal ranking committee meeting is scheduled for October 20.
 - 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 – Project was advertised for bidding on October 10. A pre-bid meeting is scheduled for October 28, and bids are due on November 18.
 - 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.
 - ARBP ADA Ramp Repair – A Work Authorization for construction of ramp repair is scheduled for approval at the November 2 City Commission meeting.

- Downtown Sidewalk Renovations – A Work Authorization for construction of the sidewalk banding is scheduled for approval at the November 16 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 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.
 - Leeway Storage Tank & Pump Station Rehabilitation – Design revisions are in process.
- Departmental Activities
 - Reviewed 26 Engineering Permit applications through the ProjectDOX system, and created and approved 1 Franchise Utility Work-in-the-Right-of-Way permits.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Formed and poured gutter on Riverside Dr; stripped forms, backfilled and cleaned up
- Patched asphalt on Riverside, 100 block of Rockefeller Dr, Espanola
- Laid asphalt Espanola, Rockefeller, Hollywood St, Riverside
- Graded out for concrete pads at well points – Rima Ridge

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 Oak on 500 block of S Ridgewood Ave
- Trimming at Canterbury Woods

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 size of riser ring on Cumberland Ave
- Inlets cleaning and inspecting citywide
- Gates and pumps citywide
- FDOT pond mowing at Lakebridge, N & S Nova Rd
- Reachout mowing on Arroyo ditches and pond
- Ditch mowing Hand Ave/RR tracks
- Ditch spraying citywide
- Inlet repair on Hernandez Ave
- Ditch maintenance on SR40
- Locates citywide

Fleet

- Mileage traveled by all departments for the week: 22,249
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 2
 - Non-Emergency Vehicles and Equipment: 4
- Road Calls for the week: 1
- Quick Fleet Facts:
 - Fuel on hand: 7,347 gallons unleaded, 9,928 gallons diesel
 - Fuel used in one week: 2,303 gallons of unleaded and 591 gallons of diesel.
 - Fleet completed 46 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 Plant

- Delivered 37.56 million gallons for the week ending October 9, 2021(5.37 MGD).
- Backwashed 6 filters for a total of 316,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through October 9, 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 31.72 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 4.53 MGD
- Produced 27.03 Million Gallons of Reclaim water.
- Produced 4.69 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)
 - Hauled 15 loads in September for a total of 377.73 wet tons through the end of September 2021.
 - Sludge numbers are the most recent reported values.

Water Distribution

- Responded to 19 reports of customer concerns regarding low pressure, or assistance with other plumbing concerns.
- Responded to 15 calls from customers concerning leaking water.

- Replaced 4 residential water meter due to operational concerns.
- Installed 3 new residential water services.
- Performed pressure testing on 16 City owned backflow prevention devices, 2 needed repairs.
- Replaced 3 residential water services due to pressure concerns or leaks.
- Relocated 3 water services due to driveway widening and septic system replacements.
- Replaced 3 broken water meter boxes.
- Located 1 water service for a customer performing plumbing repairs.
- Installed a new flushing automatic flushing device on Greenvale Cir due to color complaints. Cul-de-sac will be added to a future 2" water main replacement project.
- Perform flow testing and water main material check for future water main replacement project.
- Performed flow testing on S.R. 40 and on Airport Rd.
- Repaired landscaping to all excavation sites.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 153 utility locates for the previous week.

Wastewater Collection

- Crews responded to 5 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 5 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 1,000 gallons of effluent off of Hunter's Ridge force main.
- Responded to hole in the ground near sanitary C/O at 96 Banyan Dr. Siamese connection, appears to be broken at 90° on 86 Banyan Dr. Will schedule for repair.
- Replaced PEP pump at 16 Creek Bluff Way.
- Responded to backup complaint at 521 S. Yonge St. (Mario's). Multiple stoppages in last few weeks. City side is clear but greasy. Flushed lateral and main as a prophylactic measure.
- Demo'ed 395 Triton Rd.
- Rehabbed PEP tank at 138 Black Hickory Way.
- Repaired broken C/O assembly at 86 & 96 Banyan Dr.
- Assisted Maintenance Dept at 8P
- Replaced alarm breaker and rewired PEP pump at 34 Circle Creek Way.

Reuse

- Responded to 4 reuse trouble calls.
- Turned off reclaimed service at 14 Little Tomoka Way. Break on customer side.
- Turned off 8" reclaimed main between BAT and Briarwood Gate, 2" break on customer side, HOA to repair. Opened line after repair.
- Located sanitary and reclaimed services at 3 Brook Crest Way, 21 Creek Bluff Way, 5 Echo Woods Way, 33 Black Hickory Way, 8 Winding Creek Way,
- Turned off reclaim to 1009 Ocean Shore Blvd per customer request. Turned back on 10/8/21.
- Responded to low pressure complaint at 51 Levee Ln. Pressure is good, customer is satisfied.
- Responded to possible sewer issue at 19 Creek Bluff Way. Issue was a broken sprinkler head. Customer notified.

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 – lubricated 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.
- 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 meeting with Assistant City Manager.
- Agenda packet preparation for October 19, 2021 West Ormond Transportation Workshop and City Commission Meeting.