

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: November 12, 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:

- OB Life prep
- General discussion meetings with senior staff
- Reviewed city commission meeting agenda packet

Spoke to, attended and/or met with:

- Elected Officials meeting
- Veterans Day Drive-Thru
- OB Life citizen engagement meeting
- City Managers conference call
- FDOT Transportation Public Meeting in Daytona Beach

PIO – Public Information

- Press Releases/Media
 - OB Life
 - General citizen inquiries
 - General press interview and talking points
- Social Media
 - OB life
 - Veteran's Day
 - Hometown Heroes
- Attended
 - Engineering/Planning meeting
 - OB Life prep meetings and brainstorm
 - Veteran's Day Drive Thru
 - Hometown Heroes Ceremony

Community Development

Planning

- Staff attended and presented at the OB Life meeting.
- The December 1, 2021, Board of Adjustment and Appeals meeting has been canceled based on no applications submitted for review.
- The following items are tentatively scheduled for the December 9, 2021 Planning Board agenda:
 1. Tattersall at Tymber Creek, Issuance of a Development Order: A request to allow 143 single-family lots on 84.14± acres and associated subdivision improvements. The Tattersall at Tymber Creek subdivision is located at the northwest intersection of Tymber Creek Road and Airport Road and includes the properties at 304 North Tymber Creek Road, 370 North Tymber Creek Road, and 2099 Airport Road.

2. Regal Center Ormond, 215 Williamson Boulevard: A zoning map amendment from B-8 (Commercial) to PBD (Planned Business Development) and the issuance of a development order. The Planned Business Development zoning map amendment seeks to (1) create an outparcel along Williamson Boulevard, (2) allow additional uses within the PBD, and (3) create a framework for future redevelopment. The subject property is 12.06 acres and is located at 215 Williamson Boulevard.
3. Preliminary Plat, 100 North Halifax Drive: A request for the platting (subdivision of land) to create 12 townhome lots within the Cupola at Oceanside project at 100 North Halifax Drive.

Building Inspections, Permitting & Licensing

- 6 new business tax receipts issued.
- 388 inspections performed within the city (43 by private providers).
- 154 permits issued within the city, with a valuation of \$3,589,349 (57 garage sales permits with two large community sales).

Development Services

- The Site Plan Review Committee (SPRC) met with:
 1. 722 South Atlantic Avenue. Pre-application meeting. Discussion on the property at 722 South Atlantic Avenue and parcel immediately west. The abutting parcel has a residential land use and a commercial zoning that are inconsistent that requires correction. The property owner is seeking to add a small building to the parking lot property.
 2. 1148 North U.S. Highway 1. Discussion of the existing business Barton & Barton landscaping and the desire to add the sale of pet products and livestock feed. The SPRC reviewed options with the business owners.
 3. 104, 108, 110 Bennett Lane. These properties are under contract for purchase for the eventual development of three (3) single family homes. The SPRC discussed needed access, utilities and development regulations for the construction of the single-family houses.
 4. 49 South Yonge Street. There was a discussion regarding the removal of the existing canopy structures at the Sparkle and Shine, modification of the access points to U.S. Highway 1, and the addition of vacuum structures along U.S Highway 1. The SPRC requested additional information on the vacuum structures along U.S. Highway 1.
 5. 1755 North U.S. Highway 1. This was a continuation of a previous pre-application meeting to discuss the development scenarios for Wayne's Solar.
- 29 North Perrott Drive, Perrott Drive revision. This revision was approved. Phasing revision to an approved site plan for the redevelopment of a 1.86-acre site that has an existing 4,834 distribution/warehouse use to include 12,540 square feet of self-storage buildings.
- Iris Subdivision at Hunter's Ridge, Flagler County. 2nd review. Utility connection for 76 single-family homes within Flagler County. Utility connection only
- 2960 Ocean Shore Boulevard, utility connection. 3rd review. 28 lot subdivision in Volusia County. Utility connection only
- 100 North Halifax Drive, Cupola at Oceanside. 1st review. Preliminary plat for 12 two story townhomes.
- Ormond Grande revision. This revision was approved. Revisions to the townhome buildings.
- Tattersall at Tymber Creek. 3rd review. Construction of a 143 lot single family subdivision and associated site improvements.
- Construction status of projects under construction:

Project	% Complete
783 North U.S. Highway 1	55%
Ace Hardware	30%
Dunkin Donuts, 1535 North US Hwy 1	35%

Edgewell Loading Dock	100%
Germfree driveway addition	95%
KOMN Condominium Association	25%
McNamara Warehouse	0%
Nova Road Controlled Storage Climate	98%
Ormond Museum	50%
Paradise Pointe ALF	20%
Revella	0%
The Pumphouse	70%
Total Comfort	60%
US 1 Business Park amendment	45%
Utilities only	
101 Town & Country Lane	40%
Forcemain – Huntington Green	10%
Ocean Village Townhomes	0%
Verona Oceanside	35%
Residential	
Cupola at Oceanside	2%
Pineland, Phases 4 & 5	85%
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 officially launched SizeUp Ormond Beach on the City's website. It can be accessed at www.sizeup.info/ormondbeach. This tool makes market research and business intelligence

available to small and medium sized businesses so they can make informed decisions as they start and grow their business.

- 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.
- Staff participated in the OB Life meeting on 11/09/2021.
- Staff participated in the Ormond Mainstreet Economic Vitality Committee meeting on Thursday 11/11/2021.

- 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

- Work continues on the project to construct ten new corporate/box hangars adjacent to Taxiway Charlie in the southeast quadrant of the airport.
- Staff participated in a visit to the air traffic control tower by technicians from AVCON, Inc. and their sub-contractors to prepare for the project to upgrade certain environmental systems at the tower. This project has been 100% funded by an FAA grant.
- Staff has requested and received a formal proposal for the project to clean and re-stripe certain markings on the airport's runways and taxiways. This project will be conducted under the current statewide airfield marking contract with FDOT. Staff will apply for a grant from FDOT in FY2022 to fund the project.
- Staff received an FDOT Public Transportation Grant Agreement that will fund a portion of the project to rehabilitate Taxiways Bravo and Delta. The grant will be presented at the December 7 City Commission meeting.

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 172 Journal Entry Batches.
 - Utility Billing Meter Readers completed 535 work orders.
 - Approved 27 Purchase Requisitions totaling \$425,315.01.
 - Issued 29 Purchase Orders totaling \$621,367.32.
 - Issued 644 past due notices on utility accounts.
 - Auto-called 236 utility customers regarding receipt of a past due notice.
 - Processed 595 payments through Interactive Voice Response System totaling \$47,238.21.
 - Processed 1,436 payments through City online payment portal totaling \$138,239.21.
 - Prepared 128 Accounts Payable checks totaling \$757,935.08 and 36 Accounts Payable EFT payments totaling \$584,274.46.

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Grant reimbursement requests to date FY 21-22: \$436,362.90

- Other
 - Attended Assistance to Firefighters Grant webinar.
 - Attended Hazard Mitigation Grant Program State-Wide Applicant Briefing.

Risk Management Projects

- Assisted property valuator with tour of city buildings
- Attended webinar on ergonomics
- Attended symposium on WC treatments
- Trained new FF on Workers' Compensation/PTSD benefits

Fire Department

- Weekly Statistics
 - Fires: 3
 - Fire Alarms: 7
 - Hazardous: 10
 - EMS: 65
 - Motor Vehicle Accidents: 6
 - Public Assists: 36
 - TOTAL CALLS: 127

 - Aid provided to other agencies: 15 Calls – Daytona Beach (8), Holly Hill (1), Volusia County (6)
 - Total staff hours provided to other agencies: 55
 - # of overlapping calls: 37
 - # of personnel sent with EVAC to assist with patient care during hospital transport: 9
 - Total EMS patients treated: 51
 - Keetch-Byram Drought Index (KBDI) East Coast Volusia: 34
-
- Training Hours
 - NFPA 1001: Firefighting 139
 - NFPA 1002: Driver 21
 - NFPA 1021: Officer 3
 - NFPA 1500: Safety/Equipment 84
 - NFPA 1620: Preplanning 12
 - EMT/Paramedic 8
 - TOTAL TRAINING HOURS: 267
-
- Station Activities
 - Serviced 16 fire hydrants to include flowing and inspecting
 - Updated 4 pre-fire plans
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- Significant Incidents
 - 11/5/21, 7:48 PM: 3000 Stanford Ave., Daytona Beach – Structure Fire – Upon arrival found a single-family home with visible flames venting from roof – entire attic was involved – a primary search was conducted and found no occupants – Engine 91, Quint 93 and Battalion 90 provided assistance – Ormond Beach units cleared scene at 1:48 AM.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Administrative Assistant (Support Services)
 - Civil Engineer (Engineering)
 - Environmental Improvement Officer (Arborist)
 - Information Systems Specialist (IT)
 - Maintenance Worker II (Stormwater)
 - Maintenance Worker II (Streets)
 - Maintenance Worker II (Wastewater Collection/Reuse Distribution)
 - Mechanic III (Fleet)
 - Part Time Evidence Custodian
 - Part Time Maintenance Worker II (Athletic Fields)
 - Part Time Recreation Leader (SONC)

- Police Officer
- Treatment Plant Operator A, B, C, or Trainee (Water Production)
- Treatment Plant Operator A, B, C, or Trainee (Water Reclamation Facility)
- Utilities Engineer
- Water Distribution Operator 1, 2, 3, or Trainee

- Background/Reference Checks/Job Offers
 - Building Inspector (Planning)
 - Community Service Officer
 - Maintenance Worker II (Parks/ARBP)
 - Police Officer

- Separations
 - Part Time Maintenance Worker II (Parks/ARBP)

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: 28
 - Completed: 40
 - In progress: 62

 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 36,575
 - Inbound E-Mails Blocked: 11,162
 - Delivered Inbound E-Mails: 23,882
 - Quarantined Messages: 400
 - Percentage Good Email: 65.29%
 - Virus E-Mails Blocked: 0

- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 20
 - Changes: 0
 - Corrections: 3
 - Map/Information Requests: 19
 - 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

- Engineering meeting
- Staff meeting
- OB Life meeting
- Veterans Day Luncheon (Drive-Thru)
- Master Plan Update meeting
- Update 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.
- Met with contractors to assess resurfacing the basketball courts at Central Park I
- Met with contractor to review I.T. renovations.

Environmental Discovery Center

- Open for guided tours Saturday 10 am to 4 pm; Monday through Friday from 10 am to 5 pm.
- Little Learners Turkeys program Friday, 10 am.
- Coordinated change out of Florida Women's Art Association art.
- Replacement of some plants on the EDC grounds.
- Monitor progress of bee hive rebuild following beekeeper maintenance.
- Routine Maintenance of Butterfly and Wildflower gardens.

Athletics

- Shuffleboard holds practices on Monday, Wednesday, and Friday at 1 pm at Sports Complex.
- Pride Football continues practices this week on Monday, Tuesday, and Thursday at 5:30 pm at Multi-Purpose Fields 11 and 12.
- 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 playoff games Monday through Friday, Sports Complex, 5:45 pm and 6:45 pm.
- CCA Soccer hosted practices this week on Monday, Tuesday and Thursday afternoons from 3:30 pm to 5 pm.
- SHS Soccer Practices, Boys & Girls, this week at 5 pm on Fields #5 & #6, at the Sports Complex, Soccer Fields.
- SHS Girls Soccer Team play their 1st home games on the season on Monday, Tuesday and Thursday at Championship Field #7 at the Sports Complex at 5 pm and 7 pm.
- OBSC Soccer hosting week #8 of games on Saturday morning at the Sports Complex.

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
- Prep Wendelstedt fields for Spikes baseball training
- Prepped Quad 4 for Coed Softball playoff games
- Put out soccer goals on 1/9/10
- Painted soccer fields 1/2/6/8/9/10
- Prepped Championship Field #7 for HS Soccer games

- Painted Flag Football Fields
- Prepped all Baseball/Softball fields for nightly practices
- Repaired wind damaged screens/banners/batters' eyes from weather this week

Performing Arts Center

- Provided technical direction and support for OB Life meeting and Hometown Heroes event.
- Provided logistical and technical support for Veterans Day drive-through luncheon.
- Prepared for Beatles Tribute show.
- Responded to email correspondence and telephone inquiries about PAC and Senior Center rentals.
- Updated information on OB PAC Facebook page and Internet ticketing site.

South Ormond Neighborhood Center

- Splash pad is open through November 30
- Jazzercise Monday evening (5:45 pm until 6:45 pm)
- YMCA soccer (Monday Only) 6 pm until 8 pm
- Youth football practice Tuesday and Thursday 5:30 pm until 8:30 pm
- PAL tutoring program is Monday through Thursday (3:30 pm until 5:30 pm)
- Open park and playground (sunrise until 11 pm)
- Open gym and weight room (center hours)

Community Events

- Weekly administrative tasks, office work, and activities.
- Clean up of supplies and equipment from Hometown Heroes event.
- Decorating and set up for the Veterans Day Drive-Thru luncheon.
- Assisted with the OB Life event.
- Attended the Home for the Holidays Parade board meeting.
- Continue planning of the upcoming events:
 - H OMe for the H OIdays 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 on Wednesday and Thursday 5:45 pm to 6:45 pm in the Activity Room.
- Pickleball was held in the gym Monday-Friday 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.
- Gym Friends took place Monday from 3 pm to 5 pm and Explore the Arts on Thursday from 4 pm to 5:30 pm.
- Challenger Basketball is on Tuesday from 5 pm to 6 pm and Lunch Bunch on Wednesday from 11 am to 2 pm.
- Basketball League Assessments will take place on Saturday from 9 am to 3 pm.

The Casements

- The Casements was open on Saturday for self-guided tours from 8 am to noon, and on Monday through Friday from 8 am to 5 pm for guided and self-guided tours.
- Family Renew concluded their fundraising exhibit in the Gallery on Saturday.
- The Seaside Herb Society held their annual plant sale in Bailey Riverbridge on Saturday.
- House of Healing met at Bailey Riverbridge on Sunday from 4:30 pm to 6:30 pm.
- The Casements Guild Executive and Administrative Boards met on Monday.
- Spruce Creek Garden Club members enjoyed a guided tour on Monday.
- Fleet Landing Group Tour took place on Tuesday from 10 am to 1 with members enjoying a boxed lunch under the Porte-cochere.
- Greek Cooking took place in the kitchen on Tuesday evening from 4:30 pm to 8:30 pm.
- Casements staff assisted Ormond Memorial Arts Museum with their Veterans Day program.

- Reflections HOA met at Bailey Riverbridge on Thursday from 1:30 pm to 3:30 pm.
- On Friday, Casements staff set the first floor for a wedding and reception on Saturday.
- Ora Yoga classes met this week 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.
- "Did You Know?" posted on Wednesday and Friday on The Casements Facebook page.
- The Casements Guild met Tuesday through Friday from 9 am to 3 pm to continue preparing decorations for the upcoming Christmas Gala.

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
- Formed three bench slabs
- Repairs at Magic Forest

Building Maintenance

- Troubleshoot exhaust fans at City Hall
- Troubleshoot speakers at FS 91
- Replaced light in office at City Hall
- Replaced Police Department parking lot lights
- Repaired The Casements second floor outlet
- Troubleshot the gates at Fleet and at Public Works
- Unclogged the restroom at Nova and the outside restroom at South Ormond Neighborhood Center
- Changed light bulbs at the Performing Arts Center
- Installed lock box at the Police Department
- Replaced ceiling tile at the Performing Arts Center
- Troubleshot the a/c at Nova
- Repaired door at Cassen Park
- Unclogged ladies' restroom at Sanchez Park
- Hung flag for Veterans Day at the Performing Arts Center
- Replaced two hose bibs at Fleet
- Replaced ice maker at the Performing Arts Center

Police Department

Administrative Services

- Staff hosted the Weekly Virtual Staff Meeting
- Staff attended Ormond Beach Life prep meeting.
- Staff attended train the trainer De-escalation training.
- Staff attended the Keiser University advisory board meeting.
- Staff attended Ormond Beach Police Athletic League Golf Tournament.
- Staff finished up quarterly audits/inspections.
- Staff attended IA Pro Conference.
- Staff attended the quarterly CLEAB Meeting.

Community Outreach

- OBPAL Basketball – Twelve (12) 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 – Eighteen (18) students attended Tutors R Us last week. Tutors R Us is offered Monday – Thursday from 3:30 pm to 6:30 pm. Teachers worked with students on skills to improve academic performance. Tutors R Us concludes December 2, 2021. Winter/Spring classes will begin in February 2022

- Special Events
 - The Annual OBPAL Golf Tournament was held on Sunday, November 7 at the Halifax Plantation Golf Club. Due to the generosity of our community business partners, OBPAL raised over \$10,000 to support programs for at-risk youths in the Ormond Beach community.

Community Services & Animal Control

- Animal Calls responded to: 50
- Animal Reports: 7
- Return to Field: 3
- Animal Bites: 2
- Animals to Halifax: 2
- Injured Wildlife Calls: 2
- Found Property Reports: 1

Criminal Investigations

- Cases Assigned: 22
- Cases Cleared by Arrest/Complaint Affidavit: 1
- Cases Exceptionally Cleared: 19
- Inactive: 12
- Fraud: 7
- Burglary Business: 2
- Burglary Residential: 3
- Larceny Car break: 1
- Grand Theft: 1
- Auto Theft: 2
- Death Undetermined: 2
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 0
- Robbery: 0
- Assaults: 0
- Police Information: 1
- Gambling: 1
- Harassing Calls: 1
- Vandalism: 1

Records

- Walk - Ins / Window: 92
- Phone Calls: 125
- Arrest / NTA'S: 14
- Reports Generated: 112
- Reports Entered: 108
- Citations Issued: 80
- Citations Entered: 113
- Warnings Entered: 68
- Trespass Warnings: 5
- CORF Entered: 67
- Mail / Faxes / Request: 26

Patrol

- Total Calls: 1,287
- Total Traffic Stops: 114

Operations

- Crime Opportunity Report Forms: 115

11/03/21

- Burglary/Auto Theft, 50 Allwood Green Boulevard (Aberdeen Mobile Home Park). An unidentified suspect entered the utility compound by damaging the gate and stole several vehicles and a trailer.
- Residential Burglary, 58 Coquina Point Drive. An unidentified suspect stole a bicycle from the victim's open garage.
- Theft, 1 South Beach Street (Cassen Park). An unidentified suspect stole the victim's tag off their vehicle.
- Carbreak, 505 South Atlantic Avenue (Lotus Inn & Suites). The victim advised that an unidentified suspect stole his bicycle from the car roof rack.
- Sex Offense, 100 Osceola Avenue (Beachside Elementary). The Florida Abuse Hotline reported a possible sex offense between two juveniles.
- Warrant Arrest, 1950 West Granada Boulevard (7-Eleven). Subject was contacted and found to have an open warrant.
- Domestic Violence Aggravated Battery Arrest, 2 Windsor Falls Drive. A female was arrested for cutting her live-in boyfriend on his left forearm with a steak knife.

11/04/21

- Business Burglary, 565 Parque Drive. An unidentified suspect forced entry to the business by cutting the lock off the fence and stole an enclosed trailer.
- Child Neglect Arrest, 17 Oak Avenue. A male was arrested for failure to supervise and provide the care necessary for two juvenile children.
- Shoplifting, 1462 West Granada Boulevard (Sharp's Liquors). Two unidentified females stole three bottles of liquor.
- Warrant Arrest, 84 North Arbor Drive. Subject was contacted and found to have an open warrant.

11/05/21

- Stolen Vehicle, 712 Orchard Street. An unidentified suspect stole the victim's vehicle. A spare key might have been in the vehicle.
- Domestic Violence Battery Arrest, 14 Glenarbor Park. A male pushed his girlfriend during an argument.
- Domestic Violence Assault Arrest, 3000 Saint Georges Road #207B (Bermuda Estates Apartments). A male threatened to kill his boyfriend if he broke up with him.
- Shoplifting, 795 West Granada Boulevard (CVS). A female stole merchandise. The offense was witnessed by a store employee.
- Domestic Violence Aggravated Assault, 791 Arroyo Parkway. A male grabbed two butcher knives and threatened his stepfather. He then pushed his mother in the chest after she was trying to separate the two parties.

11/06/21

- Stolen Trailer, 352 South Yonge Street (Pinnacle Pavers). An unidentified suspect stole a dump trailer.
- Domestic Violence Battery Arrest, 1511 San Marco Drive #205 (San Marco Apartments). A female and her boyfriend were in an argument when it turned physical.
- Shoplifting, 762 South Atlantic Avenue (Beach Village). Four unidentified juveniles stole merchandise. The offense was witnessed by a store employee. Most of the items were dropped as they fled the scene.
- Sex Offense, 404 Flormond Avenue. A sex offense was alleged to have occurred between two juveniles at this location.
- Driving Under the Influence Arrest, 200-Block North United States Highway One. A crash investigation revealed that a male driver was under the influence.
- Aggravated Assault Arrest, 194 Kenilworth Avenue. A male sent text messages to his girlfriend about him threatening to kill her brother.

11/07/21

- Aggravated Assault, Ormond Parkway/South Atlantic Avenue. A male approached a couple at this location and displayed a knife, threatening to harm them. The male was located, arrested and charged for the Aggravated Assault as well as resisting without violence, narcotics possession and a misdemeanor traffic violation.
- Burglary Business, 100 Business Center Drive#25 (Crafton Electric). An unidentified suspect cut off catalytic converters from two business vans.
- Domestic Violence Aggravated Assault Arrest, 601 Main Trail (The Trails subdivision). A male got into a verbal argument with his girlfriend, which later turned physical where she was threatened with a sledge hammer.
- Domestic Violence Battery Arrest, 4 Trace Way Court (Southern Trace). A male threw his girlfriend against the wall and then literally threw her out of the house.

11/08/21

- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). A female stole merchandise. The offense was witnessed by loss prevention for the store. The female then fled on foot from loss prevention and officers. She was apprehended near the Bermuda Estates entrance and was found to be in possession of methamphetamine and paraphernalia.
- Aggravated Assault, 340 West Granada Boulevard (Take 5 Oil Change). A female showed up to work impaired and threatened her supervisor with a knife.
- Shoplifting, 1340 West Granada Boulevard (Lowes). An unidentified male stole merchandise. The offense was witnessed by loss prevention for the store.
- Theft, 1521 West Granada Boulevard (Wal-Mart). An unidentified suspect stole the victim's purse.
- Warrant Arrest, 250 East Granada Boulevard (CVS). Subject was contacted and found to have an open warrant.

11/09/21

- Shoplifting, 201 West Granada Boulevard (Shell). Three unidentified females stole four vape pens.
- Domestic Violence Battery Arrest, 1657 North United States Highway One (Love's Truck Stop). A male was placed under arrest for shoving his girlfriend during their altercation.
- Driving Under the Influence Arrest, West Granada Boulevard/North Yonge Street. A male was found to be intoxicated after he was pulled over for a traffic stop.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 58
 - Number of Citations issued: 81
 - Number of Written Warnings Issued: 25
 - Number of Parking Tickets Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 8
 - Number of Crashes with Injuries: 7
 - 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: 1 Case initiated
- Zone 3: 0 Cases initiated
- Zone 4: 0 Cases initiated
- 5 signs have either been removed or sign cases created.
- 9 tree removal permit requests
- Administrative staff assisted with one (1) walk-in and forty-one (41) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - Fiber Optic Connectivity – Notice to Proceed issued October 22, fiber optic cable installation began on November 8.
 - MacDonald House Improvements – North side restoration work is ongoing. Progress meeting #19 is scheduled for November 18.
 - Riviera Park Pedestrian Signals – Construction is ongoing.
 - 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 ongoing.
 - 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.
 - CDBG Fleming Playground – Long lead time materials delivery delayed until January.
 - Bidding:
 - 385 South Old Kings Road – Proposal ranking committee met on October 26 and selected a contractor for the project. A contract will be prepared and brought to City Commission for approval.
 - Facility Hardening Re-Bid – Bids were opened on November 4 and are under review.
 - Gazebo Replacement 2 CP II – A pre-bid meeting was held on October 28, and bids are due on November 18.
 - Stormwater Flap gates – Project was advertised on October 24, a pre bid meeting is scheduled for November 17, bids are due on November 23.
 - ARBP ADA Ramp Repair – A Work Authorization for construction of ramp repairs/replacement is scheduled for approval at the November 16 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.
 - 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.
 - Leeway Storage Tank & Pump Station Rehabilitation – Design revisions are in process.
 - CDBG 2022 Sidewalk Improvements – Design is in process.
 - Departmental Activities
 - Reviewed 40 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

- Park benches – Riviera Park
- Stripped, formed, graded, & installed bricks in sidewalk – Perrott Dr
- Graded sidewalk – S Ridgewood Ave

- Removed, graded, & formed sidewalk – 500 block S Ridgewood Ave
- Graded sidewalk – 550 block of S Ridgewood Ave

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 – Spring Meadows Dr, Ormond Green Blvd, & Division Ave
- Installed banner – State Road 40 at Washington

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
- Blew leaves off walk, picked up debris – City Hall Complex
- Sprayed weeds – S Nova Rd
- Trash picked up – SR40 past Tymber Creek Rd, and US 1 from Wilmette Ave to Hull Rd
- Picked up debris on medians & R.O.W. – SR40 west of Tymber Creek Rd, & US 1
- Distributed cones at PAC for veterans activities

Sign Shop

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

Stormwater Maintenance

- TV 24" storm line – Cypress Cir
- Depression at inlet – 1000 block Oak Forest Dr
- Inlet inspection & cleaning – citywide
- Gates & pumps – citywide
- Install 6" pump and pumped pond – ABC pond
- Inlet repair – 200 block Standish Dr

Vactor

- Wrap job – Cypress Cir
- Vac truck – 200 block Standish Dr

Fleet

- Mileage traveled by all departments for the week: 22,741
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 2
 - Non-Emergency Vehicles and Equipment: 3
- Road Calls for the week: 0

- Quick Fleet Facts:
 - Fuel on hand: 6,604 gallons unleaded, 8,877 gallons diesel
 - Fuel used in one week: 2,360 gallons of unleaded and 975 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 Plant

- Delivered 37.79 million gallons for the week ending November 6, 2021(5.40 MGD).
- Backwashed 4 filters for a total of 257,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through November 6, 2021, 2021 @ 6.74 MGD, 86.5% of SJRWMD 2021 allocation @ 7.795 MGD.
- Produced & hauled 64.8 wet tons of sludge (80% solids).

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 33.66 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 4.81 MGD
- Produced 21.16 Million Gallons of Reclaim water.
- Produced 12.50 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (November 1, 2020 – October 31, 2021) (MGD)):
 - Influent 4.49 (Permit 8 MGD);
 - Surface Water Discharge 1.31 (Permit 6 MGD);
 - Reuse 3.37 (Permit 10 MGD)
- Hauled 15 loads in October for a total of 368.41 wet tons through October 30, 2021.
- Sludge numbers are the most recent reported values.

Water Distribution

- Responded to 12 reports of customer concerns regarding low pressure, or assistance with other plumbing concerns.
- Responded to 11 calls from customers concerning leaking water.
- Installed 4 new residential water services.
- Performed pressure testing on 5 City owned backflow prevention devices.
- Repair a leaking 2" commercial water service 263 S. Nova Rd.
- Replaced 3 residential water services due to pressure concerns or leaks.
- Assisted the City of Holly Hill with water needs by opening the potable water interconnect.
- Replaced the potable water flushing device in Aberdeen that was destroyed by a M/V accident.
- Installed new potable water sample stations at Ormond Beach Middle School & the master meter vault serving Tymber Creek subdivision.
- Replaced 5 broken water meter boxes.
- Disconnected 1 commercial water service due to demolition.
- Located and exercised 6 main line valves.
- Perform flushing activities in the following areas: Hand Ave., S. Ridgewood Ave., Parque Dr., S. Yonge St.
- Repaired landscaping to all excavation sites.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 126 utility locates for the previous week.

Wastewater Collection

- Crews responded to 17 trouble calls in the Breakaway/Hunter's Ridge PEP System service area and 4 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 1,500 gallons of effluent from Hunters Ridge force main.

- Installed new PEP control box at 4 Foxfords Chase, 22 Carriage Creek Way, 22 Shadow Crossings Blvd.
- Replaced PEP pump at 69 Grey Dapple Way, 79 Deep Woods Way, 61 Shadow Creek Way, 106 Shadow Creek Way, 31 Creek Bluff Way, 1 Cross Creek Way.
- TV'ed sanitary lateral at 31 Forestview Way. No issue on City side.
- Investigated leak at 35 Forestview Way. Discovered 1½" discharge line broken at tee. Repaired line and disinfected area.
- Demolished 107 Benjamin Dr.
- Installed C/O at 1291 Biltmore Dr.
- Spoke with customers at 803 Riverside Dr. and 160 Windward Cir. on how their sanitary systems worked.
- Responded to odor complaint at 43 Shadow Creek Way. All is good at the PEP tank. Odor is in the laundry room.
- Area received 6+ inches of rain on Friday. Responded to 33 trouble calls from Friday to Sunday.

Reuse

- Responded to 3 reuse trouble calls.
- Located and shutoff reclaimed at 228 Royal Dunes Cir.
- 25 Canterbury Woods, observed small leak on customer side. Turned off reclaimed per customer request.
- Located sanitary and reclaimed for contractor at 21 Carriage Creek Way, and 46 Coquina Ridge Way

Wastewater Plant – Lift Stations

- Fermentation Submersible Mixer #11 – replaced malfunctioning mixer.
- Poly Blend Units #1, #2 – repaired water feed lines.
- Grit Snail – installed temporary bypass plumbing for use during upcoming belt replacement.
- 4M – Pump #1 not pumping, pulled pump and replaced.
- Shop – located potable water feed line to maintenance building, began install of new water manifold at wash rack.
- 22 Shadow Creek and 22 Carriage Creek Way – installed new PEP tank control boxes.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- Lime Slurry pumps – lubricated as needed.
- Well 36R – not responding to remote operation, removed unused control wires, troubleshooting wiring connections.
- High Service Pump 3 – Electrical contractor on-site for replacement of non-operational motor starter.
- Well 38R – removed well from service, installed new VFD. Removal of control valve and installation of new check valve and pipe is scheduled.
- 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 and distribution for November 16, 2021 Utilities and Senate Bill 64 Workshop, and City Commission Meeting.