

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: April 29, 2022

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
- Continued CIP meetings with departments
- OB Life prep meetings

Spoke to, attended and/or met with:

- Ormond PD Donut Dash
- Ribbon Cutting Vadner Park
- ICMA webinar series on new council orientation
- Ormond Beach Chamber Board meeting
- Team Volusia Finance & Audit Committee meeting

PIO – Public Information

- Press Releases/Media
 - OB Life Series promotion
 - General citizen inquiries
 - General media requests and interview coordination
- Social Media
 - OB Life
 - Vadner Park Opening
 - Hurricane Season Reminders
- Attended
 - Engineering/Planning
 - OB Life Airport Focus
 - OB Life Tech Meeting
- Training
 - Webinar: Nextdoor for 2022
 - FEMA Certificate Renewal: PAWS

Community Development

Planning

- The May 4, 2022 Board of Adjustments (<https://www.ormondbeach.org/218/Board-of-Adjustment-Appeals>) has one application for a variance at 46 River Ridge Trail to replace a paver driveway in the exact same location as it exists which is at the property line, requiring a three foot variance.
- The monthly development report is available at: <https://www.ormondbeach.org/247/Development-Projects>.

- City staff have received an updated master development plan from the applicant for the Plantation Oaks major amendment (<https://www.ormondbeach.org/1014/Plantation-Oaks-Major-Amendment>). The update master plan shows a reduction of proposed lots in Phase 1 (40 proposed residential lots – reduced from 80) and Phase 3 (43 proposed residential lots – reduced from 80). Phase 4 provided a reduction of 90 residential lots – reduced from 125. The Plantation Oaks major amendment is scheduled for the May 17, 2022 (1st reading) City Commission meeting and June 7, 2022 (2nd reading).
- The Site Plan Review Committee has received an application at 215 Williamson Boulevard, the former Regal Movie Theaters, for a Planned Business Development amendment for 310 multifamily units on 12 acres. The application would demolish the existing movie theater. Public hearings before the Planning Board and City Commission are required.
- The Site Plan Review Committee has received an application at 55 North Nova Road, a former church, for a Planned Business Development to allow a car wash. The application would demolish the existing church building. Public hearings before the Planning Board and City Commission are required.

Building Inspections, Permitting & Licensing

- 4 new business tax receipts issued.
- 468 inspections performed within the city (93 by private providers).
- 169 permits issued within the city, with a valuation of \$2,809,737 (18 garage sale permits).

Development Services

- The Site Plan Review Committee (SPRC) conducted final inspections at (1) Ormond Ace Hardware and (2) Ormond Art Museum.
- The Site Plan Review Committee (SPRC) met with:
 1. 1065 North US Highway 1. Pre-application meeting to consider a use of heavy vehicle repair. The property has a B-5 (Service Commercial) and B-8 (Commercial) zoning designation. SPRC staff indicated that they would not be supportive of a Planned Business Development application and expressed concern of the industrial use at this location.
 2. West Granada Boulevard parcels along Old Tomoka Road east of Hunter's Ridge entrance. Pre-application meeting on property north and south of Old Tomoka Road. The northern parcel was identified as multi-family in the Development of Regional Impact. The concept discussed was to leave the area north of Old Tomoka Road primarily in a natural state with only a stormwater pond and develop multi-family along Granada Boulevard, near the Florida Department of Transportation borrow pit.
- SPRC projects under review:
 1. Tymber Creek Apartments, 2011 West Granada Boulevard. 2nd review. 300 multi-family units and associated site improvements on a vacant 19.62 acre parcel.
 2. Tomoka Reserve, 20 Tomoka Oaks Boulevard. 1st review. Establishment of a Development Order for the former Tomoka Oaks Golf Course property of 147.94 acres. The application seeks 300 residential units or 2.03 units per acre.
 3. Regal multi-family, 215 Williamson Boulevard. 1st review. Demolition of the existing movie theater and construction of 310 multi-family units and associated site improvements on a 12.00 acre parcel.
 4. Splash car wash, 55 North Nova Road. 1st review. Redevelopment of a church site into a car wash with associated site improvements.
 5. Tiger Oaks Final Plat (Plantation Oaks, Phase 1A). 2nd review. Development of 121 lots on 100.91 acres. Final plat. Single family homes.
 6. 176 Division Avenue, SONC Basketball Court. 2nd review. Construction of an outdoor basketball court.

- Construction status of projects under construction:

Project	% Complete
783 North U.S. Highway 1	55%
Caldera Spas	10%
Dunkin Donuts, 1535 North US Hwy 1	65%
GPR1	65%
Interchange Depot	5%
KOMN Condominium Association	70%
McNamara Warehouse	40%
Paradise Pointe ALF	75%
Shoppes at Granada Point	0%
SONC Gym	50%
Total Comfort	80%
Volusia Memorial expansion	10%
Utilities only	
101 Town & Country Lane	40%
Forcemain – Huntington Green	95%
Forcemain extension – Airport Road	30%
Ocean Village Townhomes	35%
Verona Oceanside	90%
Residential	
Cupola at Oceanside	40%
Plantation Oaks, Phase 1A	25%
Plantation Oaks, Unit 2B	5%
Plantation Oaks, Unit 2C	0%
Plantation Oaks, Unit 2D	0%

Economic Development/Airport

Economic Development

- 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.
 - The Ormond Beach Kauffman FastTrac program is underway with approximately 12 entrepreneurs participating in the virtual sessions.
- 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 generated via direct contact with target industry companies looking at specific sites in Ormond Beach.

Airport Operation and Development

- Engineers representing FDOT visited the airport this week to conduct inspections and gather data for the Statewide Pavement Management Program. The report is expected to be provided to the City early next year, and will provide data on the condition of the runways, taxiways and other paved areas on the airport.
- The required periodic inspection of the automated weather observing system (AWOS) has been completed.
- The next meeting of the Aviation Advisory Board has been re-scheduled to take place on May 23.
- Staff has submitted a federal grant application to provide primary funding for the project to replace and relocate the airport's automated weather observing system (AWOS).

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

Finance

- On-going Projects
 - City received \$2,467,431.00 million from the U.S. Treasury for the American Relief Act
- Completed Projects - Weekly
 - Process 263 Journal Entry Batches.
 - Utility Billing Meter Readers completed 349 work orders.
 - Approved 18 Purchase Requisitions totaling \$388,265.59.
 - Issued 29 Purchase Orders totaling \$214,248.01.
 - Issued 259 past due notices on utility accounts.
 - Auto-called 0 utility customers regarding receipt of a past due notice.
 - Processed 634 payments through Interactive Voice Response System totaling \$47,903.29.
 - Processed 462 payments through City online payment portal totaling \$40,648.70.
 - Prepared 120 Accounts Payable checks totaling \$157,240.33 and 32 Accounts Payable EFT payments totaling \$185,297.38.

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Grant reimbursement requests FY 21-22: \$521,251.79
- Other
 - Completed Employee Newsletter for May 2022.

Risk Management Projects

- Attended risk management webinars (8)
- Follow-up on all restitution and subrogation claims

Fire Department

- Weekly Statistics
 - Fires: 6
 - Fire Alarms: 6
 - Hazardous: 2
 - EMS: 85
 - Motor Vehicle Accidents: 5
 - Public Assists: 52
 - TOTAL CALLS: 156

 - Aid provided to other agencies: 12 Calls – Daytona Beach (5), Holly Hill (1), Volusia County (6)
 - Total staff hours provided to other agencies: 16
 - # of overlapping calls: 42
 - # of personnel sent with EVAC to assist with patient care during hospital transport: 4
 - Total EMS patients treated: 61
 - Keetch-Byram Drought Index (KBDI) East Coast Volusia: 222
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- Training Hours
 - NFPA 1006: Technical Rescue 120
 - NFPA 1001: Firefighting 66
 - NFPA 1002: Driver 3
 - NFPA 1021: Officer 22
 - NFPA 1500: Safety/Equipment 83
 - NFPA 1620: Preplanning 8
 - EMT/Paramedic 2
 - TOTAL TRAINING HOURS: 304
-
- Station Activities
 - Flow tested 6 fire hydrants for ISO requirements
 - Updated 8 pre-fire plans
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- Significant Incidents
 - 4/19/22, 8:33 AM: N. US-1 / Broadway Ave. – Vehicle Fire – Upon arrival found a three vehicle rear-end collision with two of the vehicles on fire – one patient transported to hospital.
 - 4/21/22, 7:07 PM: 41 Brooks Dr. – Structure Fire – Upon arrival found smoke showing from eaves of residential home – interior search located fire in back bedroom – possible cause from burnt power strip plugged into laptop located on bed – mattress removed and smoke ventilated from home – no injuries.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Senior Staff Accountant
 - Civil Engineer
 - Building Inspector
 - Fire Chief
 - Part Time Recreation Leader (The Casements)
 - Summer Camp Counselors (SONC, EDC, Nova)
 - Senior Planner
 - Environmental Improvement Officer (Arborist)
 - Police Officer
 - Maintenance Worker II (Stormwater)
 - Maintenance Worker II (Streets)
 - Maintenance Worker II (WWCR)

- Treatment Plant Operator C/B/A (Water Plant)
- Treatment Plant Operator C/B/A (WW Plant)
- Utilities Engineer
- Utilities Manager
- Water Distribution Operator Trainee
- Background/Reference Checks/Job Offers
 - Fire Chief
 - Neighborhood Improvement Officer
 - Police Officer
 - Summer Camp Counselors
 - Senior Planner
 - Maintenance Worker II (Streets)
 - Part Time Treatment Plant Operator C/B/A (Water Plant)
- Separations
 - Maintenance Worker II (Stormwater)
 - Administrative Assistant
 - Maintenance Worker II (Wastewater Collection/Reuse)
 - Part Time Evidence Custodian
 - Maintenance Worker II (Wastewater Collection/Reuse)

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects in process
 - Energov
 - Office 365
 - PD Door access and cameras
 - Work Orders
 - New: 28
 - Completed: 29
 - In progress: 40
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 37,051
 - Inbound E-Mails Blocked: 7,509
 - Delivered Inbound E-Mails: 27,590
 - Quarantined Messages: 541
 - Percentage Good Email: 74.46%
 - Virus E-Mails Blocked: 0
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 4
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 13
 - Information Requests from External Organizations: 1
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 13 : Total in system = 3,209
 - Meters GPS Located this week: 0 : Total in system = 24,257; 23,393 potable, 853 Irrigation, 11 Effluent
 - Notable Events: Annual Archive of City Map/Geodatabase

Leisure Services

Administration

- Engineering meeting
- Vadner Park Grand Opening
- Guild Appreciation Luncheon
- OB Life Prep meeting
- CIP Recreation & Facilities meeting
- Art in the Park set up
- Website/City calendar/social media updates

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.

Environmental Discovery Center

- Open for guided tours Saturday 10 am to 4 pm; Monday through Friday from 10 am to 5 pm.
- Girl Scout Troop 975 planted additional flowers in Butterfly Garden.
- Manatees Program with Debbie Wright, Volusia county Manatee Protection Program. Friday, 4-29 10 am.

Athletics

- Shuffleboard continues to hold practices on Monday, Wednesday, and Friday at 1 pm at Sports Complex.
- OBGS Baseball continued practices at Nova Fields 2-5 at 6 pm on Tuesday and Thursday.
- SHS Softball practices Monday, Wednesday, Thursday and Friday at 4:45 pm on Quad #1 at Sports Complex.
- OBSC Soccer practices, Monday through Friday, 5:30 pm, Sports Complex, Soccer Fields.
- CCA Softball practices on Monday and Thursday, 3:30 pm, Quad #3 and Kiwanis, Sports Complex.
- OBYSBA Rec Games this week, Monday, Wednesday, Friday, 5:45, Quad & Nova/
- SHS Baseball practices Monday, Wednesday and Thursday at 4:30 pm Sports Complex, Wendelstedt Fields
- SHS JV Baseball hosted games, Monday and Wednesday, 6 pm, Sports Complex, Wendelstedt Field #1.
- Youth Volleyball Program continued on Monday and Wednesday, 5:30 and 6:45 pm, Nova Gym.
- Tee ball games are Saturday, 9 am and 10:30 am, Sports Complex, Tee Ball Fields.
- OBSC Soccer games, Saturday, 8:30 am to 12 pm, Sports Complex, Soccer Fields.
- USSSA Baseball Tournament, Saturday and Sunday, 8:30 am to 6 pm, Sports Complex and Nova Fields.

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.
- Painted soccer fields 1/2/6/8/9/10.
- Prepped Nova Fields 1 - 5 for OBGS and Rec clinics this week.
- Prepped Kiwanis and Wendelstedt fields for rental baseball/high school practices/games this week.
- Prepped Quad for HS Softball/Rec Softball/Pinto baseball practices this week.
- Prepped Championship Softball Field for SHS and Pinto baseball games this week.
- Prepped Tee Ball Fields for practices/games this week.

Performing Arts Center

- Hosted Ormond Ballet performance of The Gathering on April 23.
- Hosting Ormond Beach PAC Friends fundraiser Majesty of Rock -Journey/Styx Tribute on April 29.
- Preparing for Ormond Beach PAC Friends fundraiser U.S. Stones – Rolling Stones Tribute on April 30.
- Prepared for Ormond Beach PAC Friends fundraiser – Divas of Jazz on May 1.
- Updated information on OBPAC Facebook page and Internet ticketing site.

South Ormond Neighborhood Center

- Jazzercise Monday (5:45 pm until 6:45 pm)
- Splash pad open daily (10 am until dusk)
- Open park and playground (sunrise until 11 pm)
- YMCA Soccer is on Monday, Tuesday, and Thursday, 5:30 pm to 8 pm
- Open gym and weight room (center hours)
- Gym construction project ongoing

Community Events

- Weekly administrative tasks, office work, meetings, and activities.
- Planning for the following events:
 - Art in the Park, 4/30 and 5/1
 - Memorial Day Remembrance Service, 5/30

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-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
- Social Squad Wednesday from 1 pm to 4 pm
- Coed Volleyball continues on Monday and Wednesday from 5:30 pm and 6:45 pm
- Challenger Yoga/Baseball Monday from 3 pm to 5 pm

The Casements

- A wedding and reception were held in Bailey Riverbridge on Saturday from 11 am to 5 pm with 40 in attendance.
- House of Healing held their weekly service at Bailey Riverbridge on Sunday from 4:30 pm to 6:30 pm with 35 in attendance.
- The Casements was open for guided & self-guided tours Monday through Friday from 8 am to 5 pm.
- The Ormond Beach Art Guild's exhibit is in the Gallery for the month of April.
- There was a large tour from the St. Augustine Garden Club on Monday at 3 pm with 45 members attending.
- We had a small rental on Monday night with 12 guests from 4 pm to 8 pm.

- The Chamber Leadership visited The Casements before heading out on the historical bus tour on Wednesday morning at 8:00 am.
- House of Healing held their Tuesday service at Bailey Riverbridge from 4:30 pm to 6:30 pm.
- The Casements Crafters met in the Art Room on Thursday afternoon as they get ready for the annual Christmas Gala.
- Staff preset The Casements, Rockefeller Gardens and the North Lawn for the Art in the Park event scheduled for Saturday and Sunday.
- The Girl Scouts of the Citrus County installed their art exhibit for Art in the Park on Thursday and Friday.
- Ora Yoga classes met this week on Tuesday and Thursday mornings from 10 am to 11:30 am and Wednesday evening at Bailey Riverbridge from 6 pm to 7 pm.
- Pilates classes met this week on Monday, Wednesday and Friday mornings from 8:30 am to 9:30 am.
- "Did You Know?" posted on Wednesday and Friday on The Casements Facebook page.

Parks Maintenance

- Citywide park inspections and cleaning
- Pavilion inspections completed and posted reservations
- Check all parks for unemptied trash cans
- Bathroom checks twice per day
- Inspected signs at all playground equipment
- Skatepark concrete inspected and repaired
- Trails blown off
- Repaired/replaced Beach Street sidewalk boards
- Painted new wood at Magic Forest Playground
- Installed new book box at Melrose Park
- Installed new restroom signs at Andy Romano Beachfront Park
- Repaired ramp wood edges at Andy Romano Beachfront Park

Building Maintenance

- Unclogged ladies restroom at South Ormond Neighborhood Center
- Tightened shade covers at Andy Romano Beachfront Park
- Replaced a dishwasher at FS91
- Unclogged toilet at FS93
- Addressed men's restroom water flow issue at Sanchez Park
- Woman's sink water flow adjusted at Sanchez Park
- Nova gym ceiling panels replaced
- Repaired a/c at the Senior Center
- Pressure washed gymnastic doors and sidewalk overhang at Nova
- Cleaned down spouts on the building at Nova
- Replaced bulbs in the women's restroom at Nova and in the break room at PW
- Repaired Rockefeller water wheel
- Replaced bay door light at FS 94

Police Department

Administrative Services

- Staff hosted the weekly staff meeting.
- Staff attended a meeting with a representative from DCF.
- Staff attended an awards planning meeting.
- Staff attended a budget meeting.
- Staff attended the Ormond Beach Chamber Leadership Academy.
- Staff attended the Keiser University Advisory Board meeting.
- Staff attended a meeting with DANA Safety at Fleet Operations.
- Staff is working on quarterly audits/inspections.
- Staff attended the Donut Dash 5K.

- Staff is working with the vendor on a new access control system.

Community Outreach

- Youth Leadership Council (YLC) – Six members of the YLC assisted stuffing goody bags for the 2022 Donut Dash 5K. Six members of the YLC attended the State of Florida Association of Police Athletic League’s Regional Youth Leadership Training on Saturday, April 23 in Cocoa, Florida.
- OBPAL Basketball – Ten (10) players attended open gym practice last week 6:00-8:30 p.m. on Monday and Wednesday at the South Ormond Neighborhood. Twelve (12) players attended Saturday practice from 9:00 a.m. – 1:00 p.m.
- PAL Educational Programs
 - R.E.A.D., Reading, Exploration, Adventure and Discovery continues at Ormond Beach Elementary School. Nine (9) students attended the program. The 2022 R.E.A.D. program is offered on Tuesdays from 2:30 PM to 4:45 PM through May 18.
 - Science on Patrol at Ormond Beach Middle School continues. Twenty-five (25) students are enrolled. Science on Patrol provides an opportunity for students in grades 6-8 to increase skills in science and math through science labs designed around crime scene scenarios.

Community Services & Animal Control

- Animal Calls responded to: 53
- Animal Reports: 7
- Return to Field: 3
- Animal Bites: 2
- Animals to Halifax: 3
- Injured Wildlife Calls: 3
- Found Property Reports: 1

Criminal Investigations

- Cases Assigned: 23
- Cases Cleared by Arrest/Complaint Affidavit: 3
- Cases Exceptionally Cleared: 10
- Inactive: 8
- Fraud: 3
- Burglary Business: 2
- Burglary Residential: 2
- Larceny Car break: 3
- Grand Theft: 5
- Auto Theft: 2
- Death Undetermined: 0
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 2
- Robbery: 0
- Assaults: 0
- Police Information: 2
- Vandalism: 1
- Threatening Calls: 1

Records

- Walk - Ins / Window: 68
- Phone Calls: 102
- Arrest / NTA's: 14
- Reports Generated: 121
- Reports Entered: 118

- Citations Issued: 34
- Citations Entered: 45
- Warnings Entered: 142
- Trespass Warnings: 15
- CORF Entered: 64
- Mail / Faxes / Request: 21

Patrol

- Total Calls: 1,484
- Total Traffic Stops: 143

Operations

- Crime Opportunity Report Forms: 75

04/20/22

- Theft, 26 West Granada Boulevard (Total Massage). An unidentified subject stole parts off the air conditioning unit at this location.
- Stolen Vehicle, 210 South Washington Street. A known male subject took the victim's vehicle without permission.
- Warrant Arrest, Booth Road/West Granada Boulevard. Subject was contacted and found to have an open warrant.

04/21/22

- Business Burglary, 82 North Yonge Street (Ormond Fine Import Autos). An unidentified subject climbed over the secured fence and took a Bluetooth radio, a custom speaker/radio box, and a shop vacuum.
- Theft, 495 Sterthaus Drive #15 (Ormond Manor). An unidentified subject stole an iPad from a resident's room.

04/22/22

- Theft, 1614 North United States Highway One (Econo Lodge). An unidentified subject stole the victim's wallet.
- Battery Arrest, 151 Domicilio Avenue (Ormond Beach Middle School). A juvenile male struck another student at this location.
- Battery Arrest, 1657 North United States Highway One (Arby's). A male started cursing and yelling at the employee at this location. The male then shoved the plastic barrier into the victim's face, and knocked all the equipment off the counter.

04/23/22

- Grand Theft, 1546 West Granada Boulevard (Sunoco Gas Station). An unidentified subject stole 430 gallons of diesel fuel.
- Theft, 51 Beaver Lake Circle. An unidentified subject stole medication from a package left at the front door of this location.
- Carbreak, 1506 San Marco Drive #202 (San Marco Apartment Complex). An unidentified subject entered the victim's unlocked vehicle. Nothing was taken.
- Stolen Vehicle Arrest, 1385 West Granada Boulevard (Allstate Insurance). A stolen Honda Accord out South Carolina was located. Officers conducted a felony stop on the vehicle at this location and the driver was arrested.
- Warrant Arrest, 1507 Hand Avenue. Subject was contacted and found to have an open warrant.

04/24/22

- Residential Burglary, 1608 North United States Highway One #227 (Days Inn). An unidentified subject made entry into a room and stole the victim's cell phone.
- Warrant Arrest, 405 Lincoln Avenue. Subject was contacted and found to have multiple open warrants.

04/25/22

- Domestic Violence Battery by Strangulation Arrest, 955 South Nova Road #32 (Ormond Beach Oasis Mobile Home Park). A female choked her daughter during an argument.
- Domestic Violence Battery Arrest, 175 Interchange Boulevard (Baymont Inn & Suites). A female struck her boyfriend during an argument.
- Business Burglary, 1227 North United States Highway One (Pikes Electric). Unidentified suspects made entry and stole approximately 800 lbs. of copper wire.
- Theft Arrests, 162 South Nova Road (Rivergate Plaza). Two males were observed stealing lawn care equipment while the employees were working.
- Carbreak, 1505 San Marco Drive #303 (San Marco Apartments). An unidentified subject made entry into the victim's unlocked vehicle and stole \$350.
- Battery on a Law enforcement Officer Arrest, 1505 San Marco Apartment #107 (San Marco Apartment Complex). A juvenile male spit on an officer arresting him for Domestic Violence Battery because he hit his father.
- Carbreak, 1511 San Marco Drive #103 (San Marco Apartment Complex). An unidentified subject entered the victim's unlocked vehicle, nothing appeared to have been taken.
- Carbreak Arrest, 1509 San Marco Drive #104. (San Marco Apartment Complex). A juvenile male was observed going into an unlocked vehicle. He stole an iPhone, sunglasses, and a hydraulic jack. The juvenile was found to be on probation. Additions charges were completed.
- Resisting with Violence Arrest, 175 Interchange Boulevard (Baymont Inn & Suites). A missing juvenile female was recovered at this location. She tried to escape and struck an officer while attempting to flee.
- Trespassing Arrest, 250 North United States Highway One (Little Feet Academy). Two juveniles were behind this business and damaging property.

04/26/22

- Domestic Violence Battery Arrest, 382 Military Boulevard. A female struck her boyfriend during an argument at this location.
- Carbreak, 1508 San Marco Drive #101 (San Marco Apartments Complex). An unidentified subject entered the victim's unlocked vehicle, nothing appeared to be missing.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 21
 - Number of Citations issued: 13
 - Number of Written Warnings Issued: 27
 - Number of Parking Tickets Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 7
 - 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: 3 Cases initiated
 - Zone 2: 4 Cases initiated
 - Zone 3: 1 Case initiated
 - Zone 4: 5 Cases initiated
- 23 signs have either been removed or sign cases created.
- 23 tree removal permit requests.
- Administrative staff assisted with three (3) walk-in's and sixty-two (62) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - Wilmette Stormwater Pump Station – Construction is ongoing, progress meeting scheduled for May 3.
 - SONC Gym – Construction is ongoing.
 - CDBG Fleming Playground – Materials delivered, Notice to Proceed issued for April 27.
 - Facility Hardening – Long lead-time materials are ordered.
 - 385 South Old Kings Road – Remediation work is in process.
 - Sanchez Park Playground Equipment Replacement – Equipment has been ordered.
 - 2022 Storm & Sewer Lining – Pre-construction meeting scheduled for May 4.
 - PD Access Control Replacement – Pre-construction meeting scheduled for May 3.
 - Bidding
 - CDBG 2022 Sidewalk Improvements – Project scheduled for approval to advertise at May 3 City Commission meeting.
 - PD HVAC Upgrades – Project scheduled for approval to advertise at May 3 City Commission meeting.
 - Design Projects:
 - Downtown: Cassen Park Improvements – An RFQ for re-design is on the May 3 City Commission agenda for approval to advertise.
 - Update Parks & Recreational Master Plan – The final master plan update document is scheduled for adoption at the June 7 City Commission meeting.
 - Business Park Drive Phase II – Design is in process.
 - WTP Aeration Replacement, Clearwell Rehab & Splitter Box Rehab – Design is complete, bid documents are being prepared.
 - Doug Thomas Way Extension Design – Design is in process.
 - WRF Upgrades – Design is in process.
 - Leeway Storage Tank & Pump Station Rehabilitation – Design is in process.
 - Downtown Sidewalk Renovations – Project drawings are being prepared.
 - Downtown – East Granada Utility Undergrounding – FPL is working on design of the underground electrical distribution system.
 - 2022 Roadway Resurfacing – Design is complete, bid documents are being prepared.
 - Departmental Activities
 - Reviewed 7 Engineering Permit applications through the ProjectDOX system, and created and approved 2 Franchise Utility Work-in-the-Right-of-Way permits.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Dug out and poured driveway patch on Nottingham; stripped forms, backfilled, cleaned up.
- Formed and graded apron in Southern Pines; poured sidewalk; strip forms, backfill clean up.
- Formed sidewalk at Fire Station #93.

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.
- Trimmed tree on McIntosh Rd; fence line at Water tank (Leeway Trl).

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

- FDOT pond mowing citywide
- Outfalls inspected & cleaned on N & S Beach St
- Locates/outfalls inspected/sample citywide
- Reachout citywide
- TV truck on Prairieview Ln
- Basin repair on Rio

Vactor

- Prairieview; Sycamore Cir
- Pipe cleaning on Lincoln Ave

Fleet

- Mileage traveled by all departments for the week: 22,665
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 1
 - Non-Emergency Vehicles and Equipment: 4
- Road Calls for the week: 0
- Quick Fleet Facts:
 - Fuel on hand: 12,354 gallons unleaded, 7,578 gallons diesel
 - Fuel used in one week: 2,384 gallons of unleaded and 676 gallons of diesel.
 - Fleet completed 55 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 39.26 million gallons for the week ending April 23, 2022 (5.61 MGD).
- Backwashed 6 filters for a total of 346,560 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through April 23, 2021 @ 6.51 MGD, SJRWMD 2021 allocation @ 7.930 MGD.
- Produced & hauled 85.93 wet tons of dewatered sludge (65 - 70% solids).

- Flushed distribution system 63,100 gallons.

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 33.29 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 4.79 MGD
- Produced 28.83 Million Gallons of Reclaim water.
- Produced 4.46 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (April 1, 2021 – March 31, 2022) (MGD):
 - Influent 4.79 (Permit 8 MGD);
 - Surface Water Discharge 1.44 (Permit 6 MGD);
 - Reuse 3.32 (Permit 10 MGD)
- Hauled 14 loads in April 2022 for a total of 291.28 wet tons through April 18. Sludge numbers are the most recent reported values.

Water Distribution

- Responded to 2 report of customer concerns regarding low pressure, or assistance with other plumbing concerns.
- Responded to 9 calls from customers concerning leaking water.
- Replaced 1 residential water meter due to operational concerns.
- Performed pressure testing on 8 city owned backflow prevention devices.
- Replaced 4 residential water services due to pressure concerns or leaks.
- Replaced 3 broken water meter boxes.
- Performed valve maintenance on 3 main line valves.
- Installed 5 new water meters/services for new construction.
- Performed maintenance on 2 city fire hydrants.
- Repaired leak on hydrant located at 102 River Ln.
- Repaired 2 inch GSP at 10 Mainsail Cir.
- Repaired landscaping to all excavation sites.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 300 utility locates for the previous week.

Wastewater Collection

- Crews responded to 11 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 2 in the conventional system service area.
- Flushed Nova Community Center.
- Flushed sanitary lateral at 103 Hickory Hills Cir. and 300 Center St.
- Removed 2,000 gallons of effluent off of Hunter's Ridge force main.
- Replaced PEP pumps at 66 Creek Bluff Way, 10 Circle Creek Way, 25 Stallion Way.
- TV'ed sanitary lateral at 233 Cumberland Ave.
- Replaced broken PEP tank at 66 Creek Bluff Way
- Repaired broken sanitary lateral at 19 Nottingham Dr.
- Located PEP tank at 6 Forestview Way.
- Cleaned and inspected 8" sanitary gravity main at Sterling Cir. and N Beach St., will need to repair.
- Responded to odor complaint at 130 Pinion Cir. No issue on City side.
- Raised J-box at 22 Curved Creek Way.
- TV'ed 8 sanitary laterals on the PM list.

Reuse

- Responded to 0 reuse trouble calls.
- Located PEP tank and reclaimed at 160 Shadow Creek Way, 36 Tomoka Ridge Way, 51 Black Hickory Way, 4 Foxcroft Run, and 40 Shadow Creek Way.

Wastewater Plant – Lift Stations

- Grit Snail – replaced broken drive gear at main drive motor.
- Bar Screen #1 – replaced drop chute skirt.
- Sand Filter #2 – repaired winch cable.
- Camelot, Sandy Oaks – met contractors on site to review needed upgrades.
- P.E.P. tank – replaced control panel at 44 Huntmaster Court.
- P.O.1 – replaced battery backup.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- Lime Slurry pumps – lubricated as needed.
- Hudson wells #31, #30 and #29 – Main electrical feed wires shorted in water filled j-box, relocated splice box to an elevated post, returned to service.
- R.O. Deck – refurbishing sample rack.
- Performed 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 ICMA New Council Orientation webinar.
- Agenda packet preparation and distribution for May 3, 2022 City Commission Meeting.