

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: July 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
- City Commission agenda packet review

Spoke to, attended and/or met with:

- Leisure Services Appreciation Breakfast
- City Managers meeting

PIO – Public Information

- Press Releases/Media
 - Fill the MRAP & Fill the Fire Truck School Supply Drives
 - General media inquiries and interview requests
 - General citizen inquiries
- Social Media
 - Hurricane Preparedness
 - #SpotlightSaturday
 - Water Safety Campaign
 - Leisure Services Appreciation
- Attended
 - Engineering/Planning Meeting
 - State of the City Updates
 - Regional FAPIO Virtual Conference
 - Volusia PIN
- Training
- Communications for Volusia

Community Development

Planning

- Attended the neighborhood meeting for Riverbend Academy.
- Attended the neighborhood meeting for the Planned Residential Development Rezoning/Ridgehaven.
- The Board of Adjustment and Appeals meeting (<https://www.ormondbeach.org/218/Board-of-Adjustment-Appeals>) is scheduled for August 3, 2022, in the Training Room. There are two variance applications:
 1. 2 Maryann Terrace: (a) Replace an existing porch: side corner variance, (b) Room addition: rear yard variance, and (c) Staircase: side yard variance.

- 2. 562 North Ridgewood Avenue: Pool screen enclosure: rear yard variance.
- The Planning Board meeting is scheduled for August 11, 2022, and includes the following applications (<https://www.ormondbeach.org/224/Planning-Board>):
 1. 2080 West Granada Boulevard, Riverbend Academy expansion, Special Exception amendment.
 2. Volusia County parkland parcels: 3214-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100 generally located at Old Dixie Highway and Plantation Oaks Boulevard – Small-Scale Land Use Map Amendment.
 3. Volusia County parkland parcels: 3214-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100 generally located at Old Dixie Highway and Plantation Oaks Boulevard – Zoning Map Amendment.
- The monthly development report is available at: <https://www.ormondbeach.org/247/Development-Projects>.

Building Inspections, Permitting & Licensing

- 2 new business tax receipts issued.
- 427 inspections performed within the city (56 by private providers).
- 135 permits issued within the city, with a valuation of \$3,212,009 (8 garage sale permits).

Development Services

- Site Plan Review Committee (SPRC) met with:
 1. Ormond Gateway subdivision, North U.S. Highway 1 by Destination Daytona. Discussion of alteration of the existing plat of three lots to allow smaller commercial lot sizes.
 2. 305 North U.S. Highway 1. Discussion of a change of use to allow vehicle sales. The property is zoned as B-5, Service Commercial, which allows vehicle sales as a conditional use. A site plan demonstrating compliance with the Land Development Code conditional use criteria would be required.
 3. Ecklos Storage. Conceptual plan for indoor and outdoor warehouses along north U.S. Highway 1, north of Wilmette Avenue. The property has an I-1, Light Industrial use and the warehouse uses are allowed.
 4. North Interchange Industrial Flex and Storage. Discussion of SPRC comments. Design engineer, there would be a project resubmittal with the goal of being heard at the September 8, 2022, Planning Board meeting.
- SPRC projects under review:
 1. Tattersall at Tymber Creek. 1st review. 129 single-family lots and associated site improvements.
 2. 100 North Halifax Drive, The Cupola at Oceanside, Final Plat. 1st review. Final plat for twelve townhome condominiums.
 3. 304 Nottingham Street, partial release of drainage easement. 1st review. Partial drainage easement release to construct a swimming pool.
 4. 2011 West Granada Boulevard, Lot split. 2nd review. Adjustment of lot boundaries.
 5. 15 West Tower Circle, Valiant Diner expansion. 2nd review. Building addition and related site improvements.
- Construction status of projects under construction:

Project	% Complete
783 North U.S. Highway 1	55%
Caldera Spas	50%
Dunkin Donuts, 1535 North US Hwy 1	95%
GPR1	92%

Interchange Depot	35%
KOMN Condominium Association	85%
McNamara Warehouse	65%
Paradise Pointe ALF	75%
Perrot Depot	55%
Revella	10%
Shoppes at Granada Point	0%
SONC Gym	60%
SONC Outdoor basketball court	60%
Total Comfort	98%
Utilities only	
101 Town & Country Lane	40%
Celadine	0%
Forcemain -Huntington Green	95%
Forcemain extension – Airport Road	95%
Ocean Village Townhomes	90%
Verona Oceanside	95%
Residential	
Cupola at Oceanside	70%
Plantation Oaks, Phase 1A	60%
Plantation Oaks, Unit 2B	25%
Plantation Oaks, Unit 2C	2%
Plantation Oaks, Unit 2D	2%

Economic Development/Airport

Economic Development

- Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
 - Staff is participating in regular meetings with Volusia County Division of Economic Development and local municipal economic developers to update and coordinate efforts to support the business community.
 - Staff participated in the quarterly Volusia Business Resources meeting held by the Volusia County Division of Economic Development to identify strategies for economic developers to support the business community.
- 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

- Construction of the project to rehabilitate Taxiways Bravo and Delta continues. Installation of new pavement on the western segment of Taxiway Delta is complete. Milling of Taxiway Bravo is scheduled to commence on August 1. Runway 17/35 remains closed due to the need for personnel and equipment to work within the Runway Safety Area.
- Staff submitted the 2022 3rd Quarter Reports for all open federal grant agreements to the FAA.
- Staff participated in the Annual Work Program Development meeting with FDOT and FAA staff.
- Staff participated in the Airport Safety Meeting at the Daytona Beach International Airport.
- Staff continues working to coordinate installation of new solar shades at the air traffic control tower.

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

Finance

- On-going Projects
 - City Commission approved tentative 2022-23 operating millage.
- Completed Projects - Weekly
 - Process 169 Journal Entry Batches.
 - Utility Billing Meter Readers completed 382 work orders.
 - Approved 10 Purchase Requisitions totaling \$230,403.12.
 - Issued 13 Purchase Orders totaling \$157,054.76.
 - Issued 0 past due notices on utility accounts.
 - Auto-called 157 utility customers regarding receipt of a past due notice.
 - Processed 486 payments through Interactive Voice Response System totaling \$38,345.31 (12% of City customers utilize this service)
 - Processed 546 payments through City online payment portal totaling \$55,590.65 (26% of City customers utilize this service).
 - Prepared 101 Accounts Payable checks totaling \$147,210.22 and 27 Accounts Payable EFT payments totaling \$911,679.35.

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Grant reimbursement request for FY 21-22: \$1,284,329.08
- Other
 - Attended Office of Justice Programs webinar regarding the FY22 Youth Violence Prevention Program.

Risk Management Projects

- Handled subrogation claims

Fire Department

- Weekly Statistics
 - Fires: 7
 - Fire Alarms: 7
 - Hazardous: 4
 - EMS: 70
 - Motor Vehicle Accidents: 2
 - Public Assists: 48
 - TOTAL CALLS: 138
- Aid provided to other agencies: 9 Calls – Daytona Beach (4), Volusia County (5)
- Total staff hours provided to other agencies: 7
- # of overlapping calls: 30
- # of personnel sent with EVAC to assist with patient care during hospital transport: 3

- Total EMS patients treated: 51
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 134

- Training Hours
 - NFPA 1001: Firefighting 9
 - NFPA 1002: Driver 23
 - NFPA 1021: Officer 7
 - NFPA 1500: Safety/Equipment 54
 - NFPA 1620: Preplanning 17
 - EMT/Paramedic 3
 - TOTAL TRAINING HOURS: 113

- Station Activities
 - Held an achievement and retirement ceremony at Fire Station 92
 - Updated 17 pre-fire plans
 - Conducted 3 fire Inspections

- Significant Incidents
 - 7/22/22, 12:09 AM: 70 Hidden Hills Dr. – Structure Fire – Responded to a single story residential home – upon arrival found heavy smoke and fire showing through the roof – all occupants and animals evacuated safely – fire was called out at 3:58 a.m. – cause due to electrical issues – state fire marshal on scene to investigate.
 - 7/22/22, 7:30 AM: 22 Ribbon Falls Dr. – Structure Fire – Responded to a manufactured mobile home – upon arrival found smoke showing and heavy smoke-stained windows – smoldering insulation found in attic above kitchen – cause possibly due to electrical – structure sustained significant smoke damage throughout – homeowners were not at home.
 - 7/22/22, 11:06 PM: 9 Soco Trl. – Structure Fire – Responded to a single unit of a 4-unit townhome – upon arrival found home 50% involved with heavy flames and partial roof collapse in garage – adjacent units were threatened and a second alarm was called – original unit sustained extensive damage – crews prevented most damage to adjacent units – fire was called out at 3:47 a.m. – no injuries and all occupants escaped unharmed – crews from Volusia County and Daytona Beach assisted all four Ormond Beach units.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Building Inspector
 - Civil Engineer
 - Environmental Improvement Officer (Arborist)
 - Evidence/Crime Scene Technician
 - IT Manager
 - Maintenance Worker II (Streets)
 - Neighborhood Improvement Officer
 - Part Time Events Leader (Community Events)
 - Part Time Maintenance Worker II (Athletic Fields)
 - Part Time Treatment Plant Operator C/B/A (Water Production Plant)
 - Police Officer
 - Senior Staff Accountant
 - Support Services Administrator (City Clerk)
 - Systems Administrator (I/T)
 - Treatment Plant Operator C/B/A (Water Production Plant)
 - Treatment Plant Operator C/B/A (Water Reclamation Plant)
 - Treatment Plant Operator Trainee (Water Production Plant)
 - Treatment Plant Operator Trainee (Water Reclamation Plant)
 - Utilities Engineer
 - Water Distribution Operator 3, 2, 1, or Trainee

- Interviews Scheduled
 - Firefighter/EMT/Paramedic
- Background/Reference Checks/Job Offers
 - Police Officer
 - Meter Reader
 - Maintenance Worker II (Stormwater)
 - Maintenance Worker II (Wastewater Collection/Reuse Distribution)
 - Maintenance Worker III (Wastewater Collection/Reuse Distribution)
 - Treatment Plant Operator C/B/A (Water Reclamation Plant)
- Separations
 - Part Time Maintenance Worker II (Athletic Fields)

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects in process
 - Energov
 - Office 365
 - PD Door access and cameras
 - Work Orders
 - New: 63
 - Completed: 70
 - In progress: 24
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 33,665
 - Inbound E-Mails Blocked: 8,998
 - Delivered Inbound E-Mails: 22,629
 - Quarantined Messages: 663
 - Percentage Good Email: 67.22%
 - Virus E-Mails Blocked: 2
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 13
 - Changes: 2
 - Corrections: 2
 - Map/Information Requests: 17
 - Information Requests from External Organizations: 2
 - CIP Related Projects (pavement management, project tracking map): 0
 - PEP Tank Location this week: 0 : Total in system = 87
 - Reclaim Connections Located this week: 3 : Total in system = 3,237
 - Meters GPS Located this week: 11 : Total in system = 24,317; 23,451 potable, 855 irrigation, 11 effluent
 - Notable Events: Updated Volusia and Flagler Parcel Theme

Leisure Services

Administration

- Website/City calendar updates
- Updating all social media pages as needed

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 of the Ames house.

Environmental Discovery Center

- Session 2 of ENVIRO Camp continues: This week: STEM (science, technology, engineering and math)
- Monday 7/25 – Dancing raisins experiment, lift it with string activity; Library mobile tech lab visit.
- Tuesday 7/26 – Archery in the AM. Sticky ice experiment, one hand bracelet making, riddle scavenger.
- Wednesday 7/27 – Fishing in the AM. Stacking challenges, marble run maze.
- Thursday 7/28 – Archery in the AM. Bucket tower challenge. Make a harmonica, OBPD Tech/tac visit.
- Friday 7/29 – Famous egg drop challenge, aluminum foil boat challenge, march like an elephant.
- Open for guided and self-guided tours, Tuesday, Wednesday, Thursday, 3 pm to 5 pm.

Athletics

- Shuffleboard Club continues to hold practices on Monday, Wednesday, and Friday at 1 pm at Sports Complex.
- OBGS Baseball Clinic, Monday-Thursday, 9 am to 12 pm, Nova Fields #3 and #4

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
- Prepped Nova #3 & #4 for OBGS Clinic
- Painted South Ormond Neighborhood Center fields for Summer Camp
- Re-built bullpens on all baseball fields

Performing Arts Center

- Hosted third week of CMT Musical Theatre summer camp.
- Hosted rehearsals for Summer Camp production of Matilda Jr.
- Hosted Leisure Services Appreciation Breakfast.
- Handled customer inquiries, met with customers, and booked Senior Center event rentals.
- Updated information on OBPA Facebook page and Internet ticketing site.

South Ormond Neighborhood Center

- Splash pad open daily (10 am until dusk)
- Open park and playground (sunrise until 11 pm)
- Open gym and weight room (center hours)
- Summer Connection camp continues this week
- Gym construction project ongoing

Community Events

- Weekly administrative tasks, office work, meetings, and activities.
- Summer Sounds Free Concert Series, 7/29
- Planning for the following events:
 - Reel in the Fun Fishing Tournament, 10/8
 - Halloween Highway Drive Thru event, 10/22
 - Senior Games, 10/22-10/29

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 Monday, Wednesday and Thursday in the Activity Room.
- Gym closed for floor repairs.
- Club T-Rec is in its final week.

The Casements

- The Casements offered guided tours on Saturday at 9:30 am and 10:30 am
- House of Healing held their Sunday evening service at Bailey Riverbridge.
- The Casements was open for self-guided tours 8 am to 5 pm and guided tours 1 pm-3 pm Monday through Friday.
- Casements Camera Club Exhibit "Local Color" throughout July.
- Christmas in July was held on Monday from 8 am to 4:30 pm.
- Guild Training was held on Monday at 1 pm.
- Casements Crafters met on Thursday, Art Room 12 pm to 3:30 pm.
- Casements Camera Club met on Thursday, Gallery 7 pm to 9 pm.
- Wedding rental, Bailey Riverbridge, Friday 5 pm to 9 pm.
- A baby shower will be held at The Casements on Saturday from 12 pm to 6 pm
- A memorial service will be held at the Ormond Memorial Art Museum on Saturday, 1:30 pm to 4:30 pm.
- Life Community Church, Bailey Riverbridge, Sunday 11 am to 1 pm.
- Pilates classes met 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.
- The final Summer Sounds concert will be held on the North Lawn, on Friday, 6 pm to 8 pm.

Parks Maintenance

- Citywide park inspections and cleaning
- Pavilion inspections completed and posted reservations
- Checked all parks for unemptied trash cans
- Bathroom checks twice per day
- Inspect signs at all playground equipment
- Skatepark concrete inspected and repaired
- Trails blown off
- Archery install and removal at the EDC
- Replaced all swing hardware at Limitless Playground
- Replaced reservation box at Central Park II
- Installed sign and post at the EDC

Building Maintenance

- Repaired gate at Fleet
- Replaced lights at City Hall, Nova Community Center and in the Skate Park restroom
- Repaired outlet at the Senior Center
- Replaced water filter at Limitless Playground
- Repaired airport gate #9
- Replaced ceiling tiles at the Performing Arts Center
- Repaired leak in the kitchen at WWTP
- Railing repair at Ames Park

Police Department

Administrative Services

- Staff hosted the weekly staff meeting.
- Staff attended Volusia County Schools School Safety Meeting at Volusia County Training Center.
- Staff met with two new interns.
- Staff and NID Manager presented a certificate of appreciation to Waste Pro management in Daytona Beach.
- Staff presented a certificate of appreciation to Tymber Creek Carwash.
- Staff continues to work with Ormond Beach Elementary and the City Streets Division. A new crosswalk has been added at Corbin and South Ridgewood.

Community Outreach

- Summer Educational programs – Science, art, reading, and computer lab at the South Ormond Neighborhood Center concluded on July 28. Approximately fifty (50) students participated Monday through Thursday in the enrichment partnership.

Community Services & Animal Control

- Animal Calls responded to: 41
- Animal Reports: 4
- Return to Field: 3
- Animal Bites: 3
- Animals to Halifax: 1
- Injured Wildlife Calls: 2
- Found Property Reports: 2

Criminal Investigations

- Cases Assigned: 16
- Cases Cleared by Arrest/Complaint Affidavit: 2
- Cases Exceptionally Cleared: 9
- Inactive: 8
- Fraud: 1
- Burglary Business: 4
- Burglary Residential: 0
- Larceny Car break: 4
- Grand Theft: 1
- Auto Theft: 1
- Death Undetermined: 0
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 1
- Robbery: 0
- Assaults: 0
- Police Information: 2
- Suspicious Incident: 2
- Medical: 1
- Vandalism: 2

Records

- Walk - Ins / Window: 92
- Phone Calls: 126
- Arrest / NTA's: 14
- Reports Generated: 128
- Reports Entered: 124
- Citations Issued: 55
- Citations Entered: 95

- Warnings Entered: 126
- Trespass Warnings: 11
- CORF Entered: 76
- Mail / Faxes / Request: 41

Patrol

- Total Calls: 1,372
- Total Traffic Stops: 180

Operations

- Crime Opportunity Report Forms: 47

07/20/22

- Structure Burglary, 270 North Interstate 95 (old rest area). An unidentified subject forced entry into a Conex container and stole lawncare/landscape equipment.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject stole merchandise from this location. The theft was witnessed by loss prevention for the store.
- Sex Offense, 187 South Atlantic Avenue. A sex offense was reported involving two juveniles.
- Trespassing Arrest, 170 North Nova Road (7Eleven). A female who was previously trespassed from this location had returned.

07/21/22

- Stolen Vehicle, 338 Ocean Shore Boulevard (Grace Lutheran). An unidentified subject stole the victim's vehicle from this location.
- Business Burglary, 262 North Nova Road (Wine Not). An unidentified subject stole a fan from within the curtilage of this location.
- Shoplifting, 1622 North United States Highway One (Food Mart). Two unidentified subjects stole a misdemeanor amount of merchandise from this location. The theft was witnessed by a store employee.
- Dealing in Stolen Property/Resisting without Violence, 1521 West Granada Boulevard (Wal-Mart). An unknown male was observed returning stolen merchandise by detectives. The suspect fled from detectives and was observed westbound on West Granada Boulevard.
- Carbreak Arrest, 10000 Saint Georges Road (Bermuda Estates). A male removed a catalytic converter from a vehicle at this location. He was later identified and arrested.
- Violation of Probation Arrest, 600 West Granada Blvd (Wawa). A male had been drinking alcoholic beverages and was involved in a crash. He did not meet the threshold for driving under the influence charge, but he was on felony probation with a condition of no alcohol.
- Domestic Violence Battery Arrest, 657 South Atlantic Avenue #208 (Driftwood Motel). A male grabbed his wife by the back of her neck, then pushed her against the stairwell during an argument.
- Narcotics Arrest, 205 South Atlantic Avenue (Best Western). A female was acting strange at this location. She was found to be in possession of narcotics and narcotic paraphernalia.
- Warrant Arrest, 3 North Yonge Street (7Eleven). Subject was contacted and found to have an open warrant.
- Warrant Arrest, 900-Block South Nova Road. Subject was contacted and found to have an open warrant.

07/22/22

- Warrant Arrest, 266 North Yonge Street (Easy Does It Club). Subject was contacted and found to have an open warrant.

07/23/22

- Business Burglary, 910 North United States Highway One (AT&T). An unidentified subject made entry to the work yard by cutting a hole in the fence. Once inside, two vehicles were burglarized via forced entry to the windows.
- Carbreak, 1 Tomoka Oaks Boulevard. An unidentified subject cut the catalytic converter from the victim's vehicle.

- Carbreak, 25 Canterbury Woods (Hunter's Ridge Subdivision). An unidentified subject made entry into the victim's unlocked vehicle and stole a handgun.
- Domestic Violence Battery on Pregnant Person Arrest, 1515 San Marco Drive #307 (San Marco Apartments). A male struck his pregnant girlfriend during an argument.
- Fleeing Vehicle Arrest, South Yonge Street/West Granada Boulevard. A traffic stop was initiated and the vehicle fled from officers. The vehicle was found later to be abandoned. The vehicle was towed. A few days later, the driver went to get his vehicle from the tow yard and was arrested.

07/24/22

- Theft, 166 South Atlantic Avenue (Queen Cleaner Laundromat). An unidentified subject stole cash from the register.
- Fleeing Vehicle Arrest (X2), West Granada Boulevard/North Yonge Street. A U-Haul truck was involved in multiple hit and run crashes. The vehicle fled from officers multiple times when traffic stops were initiated. The U-Haul truck was finally involved in a crash that disabled the vehicle and the occupants fled. They were quickly apprehended. The two juveniles were arrested.
- Theft, 122 South Nova Road (Big Lots). An unidentified subject stole the victim's wallet while she was shopping at this location.

07/25/22

- Burglary Business, 321 Hand Avenue (All Aboard Storage). An unidentified subject made entry to the business by cutting a hole in the fence. Once inside, forced entry into an enclosed trailer and stole a leaf blower.
- Theft, 27 Clydesdale Drive. An unidentified subject removed the victim's registration decal from their vehicle.

07/26/22

- Domestic Violence Battery on a Victim Over 65 / Resisting without Violence Arrest, 29 Black Creek Way (Breakaway Trails Subdivision). A male grabbed and injured his mother's arm. He then hid in the back bedroom while officers were on scene and ignored commands to come out.
- Stolen Vehicle, 275 Williamson Boulevard (Loves Whole Foods). An unidentified subject stole the victim's trailer from this location.
- Disorderly Conduct Arrest, 690 South Nova Road (7Eleven). An intoxicated male refused to leave the store, causing a disruption of the business.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 32
 - Number of Citations issued: 28
 - Number of Written Warnings Issued: 48
 - Number of Parking Tickets Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 9
 - Number of Crashes with Injuries: 1
 - Number of Crashes with Serious Bodily Injury: 0
 - Number of Fatal Crashes: 0

Neighborhood Improvement

- Weekly inspection statistics by Commissioner Zones
 - Zone 1: 1 Case initiated
 - Zone 2: 3 Cases initiated
 - Zone 3: 1 Case initiated
 - Zone 4: 3 Cases initiated
- 2 signs have either been removed or sign cases created.
- 7 tree removal permit requests
- Administrative staff assisted with three (3) walk-in and forty-four (44) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - Wilmette Stormwater Pump Station – Construction is ongoing, progress meeting is scheduled for August 3.
 - SONC Gym – Construction is ongoing.
 - CDBG Fleming Playground – Construction progress is delayed.
 - Facility Hardening – Construction is ongoing and work is being done at City Hall.
 - Sanchez Park Playground Equipment Replacement – Equipment has been delivered to the contractor, installation is being scheduled.
 - 2022 Storm & Sewer Lining – Construction is ongoing.
 - PD Access Control Replacement – Construction is ongoing, approximately 50% complete.
 - Central Park 2 Gazebo Replacement – Construction is ongoing.
 - PD HVAC Upgrades – Bid awarded at the July 19 City Commission meeting, contracts are being executed.
 - CDBG 2022 Sidewalk Improvements – Bid awarded at the July 19 City Commission meeting, contracts are being executed.
 - Bidding:
 - WRF Clarifier Improvements – Bid award is scheduled for the August 16 City Commission meeting.
 - Downtown Sidewalk Renovations – Bids were opened on July 14 and are under review.
 - 2022 Road Resurfacing – Project was advertised for bidding on July 24, a pre-bid meeting is scheduled for August 9, and bids are due on August 23.
 - Design Projects:
 - Downtown: Cassen Park Improvements – Consultant was selected, a proposal is being prepared.
 - Business Park Drive Phase II – Design is in process.
 - WTP Aeration Replacement, Clearwell Rehab & Splitter Box Rehab – Bid documents are prepared, permitting in process.
 - 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 – East Granada Utility Undergrounding – Easement documents for James Church property are under review by FPL.
 - Departmental Activities
 - Reviewed 25 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

- Repaired sidewalk on Domicilio & N Ridgewood.
- Poured sidewalk on Fiesta Dr.
- Poured park bench at Rockefeller Park
- Formed sidewalk at Melrose & N Beach St.
- Graded & formed gutter on Country Club Dr.

Forestry

- Trimmed and cleaned up at City yards and City Hall (incl. Corbin Ave parking lot at school)
- Trimmed at various bus stop benches
- Maintenance and tree inspection citywide
- Hauled debris to Nova/Transfer Station

- Ground stumps citywide
- Trimming on Bostrom Ln, Central Ave, OB Airport near generator
- Picked up debris at OB Airport

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

- Pipe repair on Kimberly Dr.
- Ditch maintenance mowing Forest Hills
- Gates and pumps citywide
- Pond maintenance at airport
- Inlet cleaning citywide
- Pond & ditch mowing US1 & Gowers, SR40
- Locates/pumps & gates citywide
- Ditch spraying citywide
- Cleaned culvert pipe at Gowers St & US1
- Reachout mowing on Arroyo Pkwy; DOT pond 9

Vactor

- Thompson Creek for WW
- Putnam/Andrews St

Fleet

- Mileage traveled by all departments for the week: 22,771
- 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: 7,548 gallons unleaded, 8,259 gallons diesel
 - Fuel used in one week: 2,385 gallons of unleaded and 676 gallons of diesel.
 - Fleet completed 51 work orders this week.

Utilities

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

Water Treatment

- Delivered 39.39 million gallons for the week ending July 23, 2022 (5.63 MGD).
- Backwashed 6 filters for a total of 331,870 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through July 23, 2022 @ 6.40 MGD, SJRWMD 2022 allocation @ 7.930 MGD.
- Produced & hauled 81 wet tons of dewatered sludge (65 - 70% solids).
- Flushed distribution system 77,000 gallons.

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 28.92 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 4.13 MGD.
- Produced 26.47 Million Gallons of Reclaim water.
- Produced 2.45 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (July 1, 2021 – June 30, 2022) (MGD):
 - Influent 4.98 (Permit 8 MGD);
 - Surface Water Discharge 1.40 (Permit 6 MGD);
 - Reuse 3.30 (Permit 10 MGD)
- Hauled 9 loads in July for a total of 208.16 wet tons through 7-15-2022. Sludge numbers are the most recent reported values.

Water Distribution

- Responded to 3 reports of customer concerns regarding low pressure, or assistance with other plumbing concerns.
- Responded to 20 calls from customers concerning leaking water.
- Replaced 2 residential water meters due to operational concerns.
- Tested 4 city owned backflow preventer and made repairs when needed.
- Replaced 5 residential water services due to pressure concerns or leaks.
- Replaced 7 broken water meter boxes.
- Performed valve maintenance on 6 main line valves.
- Installed 2 new water meters/services for new construction.
- Disconnect abandoned ¾" water service that was used for irrigation, located at the corner of Airport Rd. and Sunshine Blvd.
- Sampled multiple locations in Pineland Subdivision and Ormond Green Subdivision. These areas have low chlorine residuals. Flushed multiple hydrants in the area to pull chlorine into the neighborhoods.
- Repaired 1-inch galvanized service line at the water plant.
- Performed hydrant maintenance on 18 county hydrants located on the north peninsula.
- Repaired landscaping to all excavation sites.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 147 utility locates for the previous week.

Wastewater Collection

- Crews responded to 11 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 8 in the conventional system service area.
- Flushed Nova Community Center.
- Flushed sanitary lateral at 103 Hickory Hills Cir. and 300 Center St.
- Removed 1,800 gallons of effluent off of Hunter's Ridge force main.
- TV'ed 2 sanitary laterals on the PM list.
- Changed pump at 15 Black Hickory Way, 22 Laurel Ridge Break, 87 Carriage Creek Way, 20 Huntsman Look, 91 Carriage Creek Way, 10 Winding Creek Way, 61 Tomoka Ridge Way.
- Performed 1 utility verification.
- 22 Laurel Ridge Break, responded to power issue.
- 10 Winding Creek Way, responded to large root in chamber.
- 646 Flamingo, roots in lateral, cleaned with harban.
- 450 Tomoka Ave, back up on city side, slight roots at 90.
- 109 Huntington Place, back up city side, dirt was the issue.

- TV'ed 521 S Yonge St, small amount of grease in line14 Crescent Lake Way added dirt to pep tank.

Reuse

- There were 0 reuse trouble calls.
- Located reuse and pep tanks at 3 addresses.
- Adjusted Melrose valve as needed.

Wastewater Plant – Lift Stations

- Chlorine Meters – relocated discharge water line.
- Chlorine Basket Strainer – installed supply plumbing line for supplemental chlorine to basket strainer.
- Primary Chlorine Skid Assembly – installed rotameter at discharge plumbing.
- Effluent Discharge Valve Actuators – out of service, technicians have been scheduled, valves have been set manually until repairs are made.
- 7M1 – painted electrical cabinets white to reduce internal temperature.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- Lime Slurry pumps – lubricated as needed.
- High Service pump building – trouble shoot and started repairs to motor starters for new exhaust fans, parts are on order.
- Breakaway Trails Reuse – repaired electrical supply wires to Wells 3 and 4, pump motors are out of service, repairs are scheduled.
- 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:

- Agenda packet preparation and distribution of August 3, 2022, City Commission Meeting.