

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: September 9, 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
- Staff meeting

Spoke to, attended and/or met with:

- Agenda review meetings with commission members
- Volusia Mangers bi-monthly meeting
- City Commission meeting
- Eggs & Issues, guest speaker Congressman Waltz
- Tiger Bay meeting
- Planning Board meeting
- Field day – PD ride along Friday evening.

PIO – Public Information

- Press Releases/Media
 - Home for the Holidays
 - General citizen inquiries
 - General media requests
- Social Media
 - Home for the Holidays Parade Theme Voting
 - OB Drives Smart
 - New Local Principals
 - Pace Center Fundraiser
 - Start Up Grind Calendar Reminders
 - September 11th Memorial Bridge Walk
- Attended
 - Engineering/Planning Meeting
 - City Commission Meeting
 - FMCA Board Installation
 - Power of the Purse
- Developing
 - State of the City Brochure, Program, and Templates

Community Development

Planning

- Staff attended and presented at the September 7, 2022 Board of Adjustment and Appeals meeting regarding the application of a rear yard variance to allow the construction of a pool and screen enclosure at 54 Herringbone Way.
- Staff attended and presented at the September 7, 2022 City Commission meeting regarding the impact fee study update.
- Staff attended and presented at the September 8, 2022 Planning Board meeting that included the following items:
 1. Tattersall at Tymber Creek Planned Residential Development.
 2. North Interchange Planned Business Development.
 3. Second ISBA Zoning Map Amendment (8 properties).
 4. Coastal Management Element of the Comprehensive Plan amendments.
- The Storch Law Firm shall conduct a neighborhood meeting on **Tuesday, September 13, 2022, at 6:00 p.m.** at the Trails Clubhouse, 201 Main Trail, Ormond Beach, FL 32174, regarding the Ormond Central Planned Business Development Amendment/Self-Storage. The Ormond Central Planned Business Development Amendment/Self-Storage seeks to allow the construction of a 3-story climate controlled self-storage building at 1 South Old Kings Road (intersection of South Old Kings Road/West Granada Boulevard). The Planned Business Development amendment would require Planning Board review and recommendation, and City Commission action. Additional information can be obtained by contacting the Storch Law Firm at (386) 238-8383. The project submittal can be found at: <https://www.ormondbeach.org/1025/Ormond-Central-Self-Storage>.
- Cobb Cole, Attorneys at Law, shall conduct a neighborhood meeting on **Wednesday, September 14, 2022 at 6:00 p.m.** in the Meeting Room of the Ormond Beach Regional Library, located at 30 South Beach Street, Ormond Beach, Florida 32174, regarding a Future Land Use Amendment, Planned Development Rezoning, and Subdivision Plat applications. The properties under application are located along Atlantic Avenue, generally southeast and southwest of the intersection of Atlantic Avenue and Seminole Avenue (251, 264, 300 South Atlantic Avenue and 225 Magnolia Drive). Ormond Beach Holdings, LLC seeks to develop the two vacant sites for a proposed 137 room hotel on the east side of SRA1A and 15 single-family homes on the west side of SRA1A. The applications would require Planning Board review and recommendation, and City Commission action. The project submittal information is at: <https://www.ormondbeach.org/1018/Ormond-Beach-Holdings-LLC>.
- The University of Florida Bureau of Economic & Business Research has provided a 2022 city population estimate of 44,671 which is an increase of 625 individuals from the 2021 city population estimate of 44,046.

Building Inspections, Permitting & Licensing

- 5 new business tax receipts issued.
- 373 inspections preformed within the city (40 by private providers).
- 87 permits issued within the city, with a valuation of \$1,025,326 (4 garage sale permits).

Development Services

- Site Plan Review Committee (SPRC) met with:
 1. 1031 North U.S. Highway 1. Pre-application meeting. Construction of a 10,640 square foot, retail store. Discussion items included parking, building architecture, neighborhood meeting, landscaping and buffers, stormwater, and utilities.
- SPRC projects under review:
 1. Tides Edge Preliminary Plat. 2nd review. Preliminary plat for 15 single-family lots.
 2. 251 South Atlantic Avenue, Ormond Beach Holdings LLC. 2nd review. Proposed five story, 95,700 square foot hotel with 137 rooms, associated driveways, parking (108 spaces east of

SRA1A and 62 spaces west of SRA1A) stormwater, utilities, signage, lighting, landscaping, public sidewalk and ADA beach access, and hotel related beach access.

3. 183 South Orchard Street, Stanton Grove. 3rd review. Twenty-one (21) unit multi-family project consisting of three buildings on 3.92 acres. This use is a permitted use and would be permitted by the SPRC.
 4. 55 North Nova Road, Splash Car Wash. 5th Review. Redevelopment of a 2.53-acre parcel of a vacant church for a full-service car wash with a 9,956 square foot building.
 5. 2080 West Granada Boulevard, Riverbend Academy Expansion. 3rd review. Special Exception amendment to increase the number of allowed students from 200 to 600, including the construction of new classrooms totaling 13,327 square feet.
 6. 15 West Tower Circle, Valiant Diner Expansion. 3rd review. Expansion of existing facility with a 11,250 square foot building and associated site improvements.
- Construction status of projects under construction:

Project	% Complete
783 North U.S. Highway 1	55%
Caldera Spas	50%
Interchange Depot	35%
KOMN Condominium Association	85%
Love Whole Food expansion	0%
McNamara Warehouse	70%
Paradise Pointe ALF	75%
Perrot Depot	60%
Revella	20%
Shoppes at Granada Point	0%
SONC Gym	65%
SONC Outdoor basketball court	95%
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%
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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 monthly Ormond Mainstreet Economic Vitality Committee meeting.
 - The Ormond Beach Chamber and City Economic Development Department held Startup Grind Ormond Beach on Wednesday evening with a local entrepreneur.
- 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

- Staff is in receipt of an advanced air mobility (AAM) planning report from the FDOT. This report is the product of a state planning exercise in which City staff participated with other airport sponsor personnel. This report has been prepared to assist in identifying incompatible locations for vertiports relative to legacy airports.
- Work continues this week on the project to construct ten new corporate/box hangars adjacent to Taxiway Charlie in the southeast quadrant of the airport.
- Staff participated in the weekly Airport Safety Meeting at the Daytona Beach International Airport.
- Staff participated in the weekly construction meeting for the Taxiways Bravo and Delta Rehabilitation Project.

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

Finance

- On-going Projects
 - Finance has started preparations for the 2021-22 fiscal year audit.
- Completed Projects - Weekly
 - Processed 198 Journal Entry Batches.
 - Utility Billing Meter Readers completed 371 work orders.
 - Approved 25 Purchase Requisitions totaling \$89,936.76.
 - Issued 21 Purchase Orders totaling \$689,566.01.
 - Issued 633 past due notices on utility accounts.
 - Auto-called 291 utility customers regarding receipt of a past due notice.
 - Processed 1,037 payments through Interactive Voice Response System totaling \$85,645.17 (12% of City customers utilize this service)
 - Processed 2,569 payments through City online payment portal totaling \$244,624.54 (26% of City customers utilize this service).

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Grant reimbursement request for FY 21-22: \$1,377,283.64
- Other
 - Attended Volusia County Local Mitigation Strategy (LMS) quarterly meeting.

Risk Management Projects

- Follow-up subrogation and restitution claims.
- Finalizing review of insurance renewal.

Fire Department

- Weekly Statistics
 - Fires: 0
 - Fire Alarms: 12
 - Hazardous: 4
 - EMS: 71
 - Motor Vehicle Accidents: 3
 - Public Assists: 52
 - TOTAL CALLS: 142

 - Aid provided to other agencies: 5 Calls – Daytona Beach (4), Volusia County (1)
 - Total staff hours provided to other agencies: 6
 - # of overlapping calls: 33
 - # of personnel sent with EVAC to assist with patient care during hospital transport: 2
 - Total EMS patients treated: 55
 - Keetch-Byram Drought Index (KBDI) East Coast Volusia: 80
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- Training Hours
 - NFPA 1001: Firefighting 101
 - NFPA 1002: Driver 11
 - NFPA 1021: Officer 2
 - NFPA 1500: Safety/Equipment 72
 - NFPA 1620: Preplanning 15
 - EMT/Paramedic 16
 - TOTAL TRAINING HOURS: 217
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- Station Activities
 - Updated 8 pre-fire plans
 - Conducted 2 fire Inspections

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Account Clerk II
 - Administrative Assistant (Leisure Services)
 - Civil Engineer
 - Environmental Improvement Officer (Arborist)
 - Evidence/Crime Scene Technician
 - IT Manager
 - Maintenance Worker II (Streets)
 - Neighborhood Improvement Officer
 - Part Time Evidence Custodian
 - Part Time Maintenance Worker II (Athletic Fields/Leisure Services)
 - Part Time Recreation Leader (Nova)
 - Part Time Water Treatment Plant Operator C/B/A
 - Police Officer
 - Recreation Leader (Police Athletic League)
 - Senior Staff Accountant
 - Support Services Administrator (City Clerk)
 - Treatment Plant Operator C/B/A (Water Production)

- Treatment Plant Operator Trainee (Water Reclamation)
- Utilities Engineer
- Water Distribution Operator 3, 2, 1, or Trainee
- Background/Reference Checks/Job Offers
 - Firefighter/EMT
 - Maintenance Worker II (Stormwater)
 - Part Time Maintenance Worker II (Athletic Fields)
 - Police Officer
 - Treatment Plant Operator Trainee (Water Reclamation)
- Separations
 - Fire Battalion Commander
 - Part Time Maintenance Worker II (Athletic Fields)
 - Part Time Recreation Leader (Nova)
 - Recreation Center Coordinator (Environmental Discovery Center)

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects in process
 - Energov
 - Office 365
 - PD Door access and cameras
 - Work Orders
 - New: 60
 - Completed: 59
 - In progress: 22
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 34,109
 - Inbound E-Mails Blocked: 7,929
 - Delivered Inbound E-Mails: 24,058
 - Quarantined Messages: 811
 - Percentage Good Email: 70.53%
 - Virus E-Mails Blocked: 1
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 4
 - Changes: 1
 - Corrections: 0
 - Map/Information Requests: 11
 - Information Requests from External Organizations: 1
 - CIP Related Projects (pavement management, project tracking map): 0
 - PEP Tank Location this week: 0 : Total in system = 87
 - Reclaim Connections Located this week: 0 : Total in system = 3,237
 - Meters GPS Located this week: 14 : Total in system = 24,338; 23,464 potable, 863 irrigation, 11 effluent

Leisure Services

Administration

- City Manager staff meeting
- Engineering meeting
- City Commission meeting

- Leisure Services staff meeting
- 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 and self-guided tours, Tuesday to Saturday, 10 am to 4 pm.
- Community Gardens, assigning vacant plots for the fall season.
- Volusia County Master Gardeners class was held on Tuesday at 10 am.
- Attended staff meeting, Tuesday at 11 am.
- Developing presentation on community groves for upcoming Quality of Life Board meeting.

Athletics

- Shuffleboard Club continues to hold practices on Monday, Wednesday, and Friday at 1 pm at the Sports Complex.
- OBGS 9, 10, 11 & 12's practices on Tuesday and Thursday, 6 pm, Nova Fields #2-#5
- OBSC competitive practices were held on Tuesday and Thursday, 5:30 pm and 7 pm, on Soccer Fields #2C, #4, #5, #6, & #8.
- Adult Coed Softball games were held Tuesday through Thursday, 6:20 pm and 7:30 pm, on Quad #4.
- Youth Flag Football skill assessments were held on Tuesday, at 6 pm at Quad #1.
- OBYBSA practices on Wednesday and Friday at Nova #3 & #4, and Kiwanis Field & Quads #1 & #2.
- Seabreeze JV Football hosted their second home game of the season on Thursday night at 6 pm on Championship Field #7.
- OBYBSA Girls Softball evaluation was held on Tuesday and Thursday at 6 pm on Quad #1 & #2.
- Pop Warner Football games starting at 9 am at Championship Field #7 on Saturday.
- OBSC Competitive Soccer games on Saturday at Fields #4, #5, #6.

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.
- Prep Nova #2-#5 for OBGS clinic.
- Painted all soccer fields.
- Painted Pride Football fields.
- Put out remaining soccer goals for recreational practices.

Performing Arts Center

- Continued preparation of PAC auditorium for installation of donated seats.
- Handled customer inquiries, met with customers, and booked Senior Center event rentals.
- Updated information on OBPAC Facebook page and Internet ticketing site.
- Entered work orders for Performing Arts Center and Senior Center facility and equipment repairs.

South Ormond Neighborhood Center

- Jazzercise Monday evening (5:45 pm until 6:45 pm)
- Splash pad open daily (10 am until dusk)
- Open park and playground (sunrise until 11 pm)
- Open gym and weight room (center hours)
- Gym construction project ongoing

Community Events

- Weekly administrative tasks, office work, meetings, and activities.
- Attended Senior Games board meeting.
- Planning for the following events:
 - Reel in the Fun Fishing Tournament, 10/8
 - Halloween event, Date TBD
 - Senior Games, 10/22-10/29
 - Veteran's Day Luncheon, 11/10
 - HOme for the HOlidays Parade, 12/10

Nova Community Center and Special Populations

- Pickleball from 9 am to 3 pm Monday through Saturday.
- Jazzercise from 9 am to 10 am Monday through Saturday and 5:45 pm to 6:45 pm Wednesday and Thursday in Activity Room.
- Open Play Basketball is offered Tuesday and Friday from 3 pm to 9 pm.
- Ms. Debby Dance and Acting classes Monday, Tuesday, and Friday from 3:30 pm to 7:30 pm.
- Coed Volleyball meets Wednesdays from 6 pm to 8 pm.
- Adult Volleyball meets Thursdays from 6 pm to 8 pm.

The Casements

- House of Healing held their Sunday evening service at Bailey Riverbridge on Sunday.
- The Casements Camera Club Photography exhibit will be in the Gallery the entire month of September for viewing.
- There was a meeting rental on Thursday 11 am to 4 pm.
- The Casements Crafters met on Thursday in the craft room from 12 pm to 3:30 pm.
- Ora Yoga classes met on Thursday morning from 9 am to 10 am and Wednesday evening at Bailey Riverbridge from 5:30 pm to 8 pm.
- Pilates classes met on Friday morning from 8:30 am to 9:30 am.
- Staff worked this week preparing craft projects for the September Storytime.
- "Did You Know?" was posted on The Casements Facebook page.

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
- Inspected signs at all playground equipment
- Skatepark concrete inspected
- Trails blown off
- Replaced swings at Limitless Playground
- Removed damaged table at Nova
- Delivered racks to Memorial Gardens

- Replaced tennis net at Nova

Building Maintenance

- Replaced front door light and restroom fans at PW
- Repaired a conference room door at City Hall
- Unclogged a toilet at Nova, Central Park II and Fortunato Park
- Repaired restroom faucets at Nova
- Repaired Fleet gate
- Replace AED box and pads at Sports Complex
- Replace ceiling tiles at City Hall
- Cleaned screen for A/C in Nova gym
- Checked and replaced flags as needed, citywide
- Replaced toilet seat at City Hall
- Replaced a missing ceiling tile at the Performing Arts Center
- Replace all air filters at Nova
- Replaced restroom exhaust fans at PW

Police Department

Administrative Services

- Staff hosted the weekly staff meeting.
- Staff worked with our CSO's on the contract with Volusia County for low cost animal services.
- Staff worked on the Humane Society contract.
- Staff delivered school supplies to the Ormond Beach Middle School, Ormond Beach Elementary School, Pine Trail Elementary School, Pathways Elementary School, Beachside Elementary School, and Tomoka Elementary School. Supplies were delivered directly to each principal at their respective schools.
- Staff attended a luncheon to provide a recent retiree his shadowbox and retired credentials.
- Staff attended a meeting with Deputy Fire Chief Quartier about future SAVE training.
- Staff attended a meeting with Fleet to regarding vehicles that have been ordered.
- Staff attended Special Event Zone organizational meeting with Legal.
- Staff worked with Human Resources on the Sergeant and Corporal promotional exams.

Community Outreach

- OBPAL Basketball – Five (5) members of the basketball team participated in practice on September 2 at the South Ormond Neighborhood Center. Coaches and parents are reviewing upcoming fall tournament schedules for participation.

Community Services & Animal Control

- Animal Calls responded to: 51
- Animal Reports: 7
- Return to Field: 5
- Animal Bites: 1
- Animals to Halifax: 3
- Injured Wildlife Calls: 1
- Found Property Reports: 2

Criminal Investigations

- Cases Assigned: 18
- Cases Cleared by Arrest/Complaint Affidavit: 0
- Cases Exceptionally Cleared: 4
- Inactive: 16
- Fraud: 2
- Burglary Business: 2
- Burglary Residential: 0
- Larceny Car break: 5

- Grand Theft: 1
- Auto Theft: 1
- Death Undetermined: 1
- Missing Persons: 0
- Recovered Missing Persons: 1
- Sex Offense/Rape: 0
- Robbery: 0
- Assaults: 0
- Police Information: 4
- Suspicious Incident: 1
- Juvenile Complaint: 1

Records

- Walk - Ins / Window: 92
- Phone Calls: 131
- Arrest / NTA's: 19
- Reports Generated: 125
- Reports Entered: 120
- Citations Issued: 67
- Citations Entered: 67
- Warnings Entered: 79
- Trespass Warnings: 22
- CORF Entered: 70
- Mail / Faxes / Request: 39

Patrol

- Total Calls: 1,624
- Total Traffic Stops: 223

Operations

- Crime Opportunity Report Forms: 96

08/31/22

- Business Burglary, 1622 North United States Highway One (Exxon). An unidentified subject forced entry through the front door and stole cash, beer, wine, and cigarettes.
- Theft, 600 South Atlantic Avenue (Surf Style). Two unidentified subjects stole a misdemeanor amount of merchandise.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). A female subject stole merchandise from this location. The theft was witnessed by loss prevention for the store.
- Stolen vehicle, 1 Overbrook Court. An unidentified subject stole the victim's vehicle from this location.

09/01/22

- Theft, 294 Fir Street. An unidentified subject stole a lawn ornament from the victim's front yard.
- Theft, 1521 West Granada Boulevard (Wal-Mart). An unidentified subject stole the victim's cell phone and debit/credit cards from her shopping cart.
- Armed Robbery Arrest, 1521 West Granada Boulevard (Wal-Mart). A male subject attempted to steal a misdemeanor amount of merchandise before being stopped by loss prevention. A physical altercation ensued, the suspect brandished a knife in a threatening manner toward the loss prevention employee.
- Disorderly Intoxication & Resisting without Violence Arrest, 1635 North United States Highway One (Saints & Sinners). A male subject was intoxicated and was causing issues at this location. The subject then resisted officers when they were taking him into custody.

09/02/22

- Theft, 49 West Granada Boulevard (The Grind Gastropub). Victim reported that his custom bicycle was stolen last night from this location.
- Loitering/Prowling Arrest, 145 East Granada Boulevard. A male was located behind the Granada Plaza with a flashlight in the area of closed businesses. He was unable to dispel the officer's alarm and didn't give a reason why he was walking around a closed businesses.

09/03/22

- Attempted Business Burglary, 775 South Nova Road (V Discount Beverage). A male threw a concrete object breaking the front window of the business.
- Carbreak, 801 South Nova Road (Rockin' Ranch). A male threw a concrete object through the driver side window of the victim's vehicle. Nothing was taken due to the car alarm going off.
- Armed Carbreak, 595 Cameo Drive. An unidentified subject entered the victim's unlocked vehicle and stole a firearm.
- Carbreak, 555 Bryant Street. An unidentified subject entered the victim's unlocked vehicle, nothing appeared to be missing.
- Carbreak, 548 Bryant Street. An unidentified subject entered both of the victim's unlocked vehicles and miscellaneous items were stolen.
- Attempted Carbreak, 770 West Granada Boulevard (Advent Health). An unidentified subject cut the exhaust pipe to the victim's catalytic converter but did not fully remove it while she was at work.
- Domestic Violence Aggravated Assault Arrest, 259 Selden Avenue. A female threatened her cousin with a knife during an argument.
- Domestic Violence Battery Arrest, 80 Levee Lane. A male punched his sister in the face with his fists and threw her to the ground injuring her neck and shoulder during an argument.
- Carbreak, 583 Bryant Street. An unidentified subject entered the victim's unlocked vehicle, nothing appeared to be missing.
- Fleeing/Eluding Arrest, North Yonge Street/West Granada Boulevard. A male fled on his motorcycle when an officer initiated a traffic stop. He was later located at the dead end of Fleming Avenue and lost control of his motorcycle.
- Warrant Arrest, West Granada Boulevard/North Orchard street. Subject was contacted and found to have an open warrant.
- Crash with Death, North United States Highway One/Ormond Grande Boulevard. A motorcyclist was involved in a crash with a deer. The rider did not survive.

09/04/22

- Domestic Violence Battery/Child Abuse Arrest, 281 South Atlantic Avenue #114 (Arya Blu Inn). A male punched and choked his daughter multiple times causing injury.
- Residential Burglary, 849 Buena Vista Avenue. An unidentified subject forced entry into a house that is under construction. Nothing appeared to be taken.
- Domestic Violence Battery Arrest, 733 Lucerne Circle. A female scratched her husband's arm and also punched him in the chin that caused bruising.
- Traffic Arrest, 1520 West Granada Boulevard. A male was found to be knowingly driving on a suspended driver's license and resisted an officer without violence when being taken into custody. He was also found to be on probation. The new charge violated his probation.
- Warrant Arrest, 300-Block West Granada Boulevard. Subject was contacted and found to have an open warrant.

09/05/22

- No Part One Crimes

09/06/22

- Theft, 500 Shadow Lakes Boulevard #122 (Shadow Lakes Apartments). An unidentified subject stole the victim's bicycle.
- Aggravated Battery, 274 West Granada Boulevard (Dollar Tree). An unidentified subject struck the victim from behind on his arm with a bat.

- Traffic Arrest, 1521 West Granada Boulevard (Wal-Mart). A female was found to be knowingly driving on a suspended driver's license during a traffic stop.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 33
 - Number of Citations issued: 27
 - Number of Written Warnings Issued: 45
 - Number of Parking Tickets Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 6
 - Number of Crashes with Injuries: 8
 - Number of Crashes with Serious Bodily Injury: 0
 - Number of Fatal Crashes: 1

Neighborhood Improvement

- Weekly inspection statistics by Commissioner Zones
 - Zone 1: 1 Case initiated
 - Zone 2: 7 Cases initiated
 - Zone 3: 1 Case initiated
 - Zone 4: 5 Cases initiated
- 17 signs have either been removed or sign cases created.
- 4 tree removal permit requests
- Administrative staff assisted with five (5) walk-in and forty-four (44) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - Wilmette Stormwater Pump Station – Project is 98% complete.
 - SONC Gym – Construction is on hold due to electrical component supply chain issues, scheduled to ship late September/early October.
 - CDBG Fleming Playground – Construction is approximately 80% complete.
 - Facility Hardening – Construction at City Hall is 95% complete, contractor will be moving to Fleet mid-September.
 - Sanchez Park Playground Equipment Replacement – The pre-installation meeting originally scheduled for August 25 is being rescheduled due to a scheduling conflict.
 - 2022 Storm & Sewer Lining – Construction is ongoing.
 - PD Access Control Replacement – Construction is ongoing, approximately 90% complete.
 - PD HVAC Upgrades – Contractor is preparing shop drawings.
 - CDBG 2022 Sidewalk Improvements – A pre-construction meeting was held on September 1, Notice to Proceed issued for September 6.
 - WRF Clarifier Improvements – Contracts are being executed.
 - Bidding:
 - Downtown Sidewalk Renovations – Bid award is planned for the October 18 City Commission meeting.
 - 2022 Road Resurfacing – Bids were opened on August 23 and are under review.
 - Design Projects:
 - Downtown: Cassen Park Improvements – Selected consultant is preparing a proposal for design.
 - 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 complete, consultant is preparing Issued for Bid plans and specifications.
- Downtown – East Granada Utility Undergrounding – Easements on city property were approved at the September 7 City Commission meeting.
- Departmental Activities
 - Reviewed 18 Engineering Permit applications through the ProjectDOX system, and 2 Franchise Utility Work-in-the-Right-of-Way permits were created and approved.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Poured sidewalk on N Beach St; backfilled, formed & graded
- Repaired sidewalk on W Granada Blvd
- Asphalt patch on Knollwood Cir

Forestry

- Trimmed and cleaned up at City yards and City Hall (incl. Corbin Ave parking lot at school)
- Trimmed at various bus stop benches
- Maintenance and tree inspection citywide
- Hauled debris to Nova/Transfer Station
- Ground stumps citywide
- Removed oak tree on road at River Ridge Trl
- Tree inspections citywide
- Trimmed around streetlight on Spring Meadows Blvd

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

- Locates citywide
- System inspected on Wood Haven Cir
- Ditch spraying citywide
- Ditch mowing on Gowers St
- Removed litter from ponds at Lakebridge, Nova, and Old Kings
- Checked pumps and gates citywide
- DOT pond mowing citywide
- Inlet repair on Sandcastle

Fleet

- Mileage traveled by all departments for the week: 22,011
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 2
 - Non-Emergency Vehicles and Equipment: 4
- Road Calls for the week:
- Quick Fleet Facts:
 - Fuel on hand: 9,843 gallons unleaded, 5,077 gallons diesel
 - Fuel used in one week: 2,024 gallons of unleaded and 470 gallons of diesel.
 - Fleet completed 51 work orders this week.

Utilities

- 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 40.34 million gallons for the week ending September 03, 2022 (5.76 MGD).
- Backwashed 5 filters for a total of 278,700 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through September 03, 2022 @ 6.38 MGD, SJRWMD 2022 allocation @ 7.930 MGD.
- Produced & hauled 63 wet tons of dewatered sludge (65 - 70% solids).
- Flushed distribution system 56,500 gallons.

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 26.85 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 3.84 MGD
- Produced 23.42 Million Gallons of Reclaim water.
- Produced 3.44 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (August 1, 2021 – July 31, 2022) (MGD):
 - Influent 4.83 (Permit 8 MGD);
 - Surface Water Discharge 1.05 (Permit 6 MGD);
 - Reuse 3.36 (Permit 10 MGD)
- Hauled 17 loads in August for a total of 375.55 wet tons through 8-31-2022. Sludge numbers are the most recent reported values.

Water Distribution

- Responded to 7 reports of customer concerns regarding low pressure, or assistance with other plumbing concerns.
- Responded to 11 calls from customers concerning leaking water.
- Replaced 2 residential water meters due to operational concerns.
- Tested 9 city owned backflow preventer and made repairs as needed.
- Replaced 2 residential water services due to pressure concerns or leaks.
- Replaced 2 broken water meter boxes.
- Performed valve maintenance on 2 main line valves.
- Installed 11 new water meters/services for new construction.
- Flushed Plantation Oaks area.
- Performed hydrant maintenance on 15 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 168 utility locates for the previous week.

Wastewater Collection – Reuse

- Crews responded to 18 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 5 in the conventional system service area.
- Flushed Nova Community Center.
- Flushed sanitary lateral at 103 Hickory Hills Cir. and 300 Center St.
- Removed 1,600 gallons of effluent off of Hunters Ridge force main.
- TV'ed 3 sanitary laterals on the PM list
- Changed pumps at 28 Allenwood Look, 24 Huntsman Look, 11 Canter Ct, 99 Tomoka Ridge Way, 35 River Chase Way, 10 Spanish Pine Way, and 39 Deep Woods Way.
- Performed 3 utility verifications.
- Chirper at 45 Tomoka Ridge Way investigated, everything is working properly at this time.
- 6 Bent Stream: Restored area. Will need to revisit with sod.
- 178 Rockefeller: City backup, soft blockage at 90 bend. TV'ed lateral, replaced FA and C/O.
- 200 Hernandez: Repaired broken sewer lateral in road.
- 25 Forest View Way: Replaced union in chamber that was leaking and broken lateral cap.
- US1 Force Main: Checked all valves for the new force main, and put force main in service. Found broken air relief on force main and re-directed flow to old force main.
- 25 River Beach Dr: Roots on city side, cleaned lateral and TV'ed.
- Responded to 2 reuse trouble calls.
- Located reuse and Pep tank at 10 addresses.
- Adjusted Melrose valve as needed.
- Shut reuse off at 9 Carriage Creek
- Replaced valve box at 76 Deep Woods Way.

Wastewater Plant – Lift Stations

- Sand Filter #2: Rail car not moving properly, problem was sand build up, which Operations corrected.
- R.A.S. pump #3: VFD not functioning, replaced.
- MacDonald's: Installed new pressure sensor for force main.
- Sand Filters #1, #2, #3: Removed obsolete plumbing.
- Reaeration Blowers: Would not start, replaced multiple blown fuses in control cabinet.
- Bar Screen: Removed rags from trough.
- Influent Pump #1: Not pumping, disassembled and de-ragged check valve.
- 8M: Back up at station, repaired electrical problem in control cabinet, and repaired broken insulation at submersible pump lead. Station returned to service.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- Lime Slurry pumps: lubricated as needed.
- CO2: replaced broken door latch on control cabinet.
- Hudson Wells: assisted with electrical locate at Ashton Look and Deerfield Trace.
- Perform operational checks at various locations.

Support Services/City Clerk

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

- City Clerk attended City Manager staff meeting.
- Staff attended and provided support for September 7, 2022 City Commission Meeting.
- City Clerk attended meeting with Assistant City Manager.
- Agenda Packet preparation for September 21, 2022 City Commission Meeting.