

City of Ormond Beach Memorandum

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: November 5, 2010

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:

- Weekly meeting with City Attorney
- Annual Performance Evaluations for Department Heads

Spoke to, attended and/or met with:

- FCCMA District 2 Training
- Team Volusia Meetings and Interviews

City Clerk's Office

In addition to routine City Clerk activities the following projects are underway:

- Meetings (Includes attending meetings, preparing packets, distributing material, setting up/clean up meeting rooms, recording and transcribing meetings):
 - City Commission Meeting
 - Fire, Police and General Employee Pension Board Meetings
- Attended canvassing of the ballots for the November 2, 2010, election.

Community Development

Planning

- The Department of Community Affairs Secretary signed the Stipulated Settlement Agreement with the City on the draft 2010-25 Comprehensive Plan as it relates to the city's multi-modal strategy and its financial feasibility. The agreement resolves the Finding of Non-Compliance and eliminates the need for Administrative Hearings in January 2011. Consequently, the Remedial Amendments to the Comprehensive Plan will be placed on the December 7, 2010, City Commission agenda for final action.
- Staff attended the first of two Flagler County public hearings on the Hunters Ridge Substantial Deviation amendment application. Issues discussed included concurrency payments, Golf Course Agreement, Durrance/Strickland Lanes and the need for increased density to offset the change in product mix from large lots/homes to small lots/homes anticipated by the developer. Large homes on large lots have a higher profit margin than small homes on smaller lots. A few residents from Durrance Lane attended as well as representatives from that part of Hunters Ridge located in Ormond Beach. The HOA spoke in favor of the project. The second public hearing is scheduled for November 15, 2010.
- Planning's front counter personnel were temporarily relocated to the Building Division space effective 11.5.10 since work on the joint permit center begins on 11.8. The Joint Permit Center should be operational after the Thanksgiving holiday or on 11.29.10.

Building Inspections, Permitting & Licensing

- 46 permits issued with a valuation of \$218,361.00
- 191 inspections performed.
- 7 business tax receipts issued.

Development Services

- The Department has received the following applications:
 - St. James application for a Certificate of Appropriateness (HLPB)
 - PRD Major amendment to the Tuscany Subdivision (SPRC)

Economic Development

Ormond Crossings

- Tomoka Holdings is preparing the revised PMUD and development standard material for staff review.
- Staff submitted an application to the Florida Planning and Zoning Association Surfcoast Chapter for Ormond Crossings as the Outstanding Master Plan Project of 2010. The selection process will be completed in November and the award dinner will be held on December 10 at the River Grille Restaurant in Ormond Beach.

Airport Business Park

- Staff has installed the directory sign at the entrance to Sunshine Boulevard. Staff worked closely with a representative group of business owners from the park in the design and placement of this address map. The two monument signs that will replace the old wooden signs are under construction and will be installed at the entrance of Sunshine Boulevard in mid-November. Landscaping of the entranceway is also included for the Business Park.
- Staff met with the CEO of Pace Analytical regarding their planned 8,000 square foot addition to their facility in the Airport Business Park, which will accommodate an increase in employment. Pace Analytical acquired Elab Corporation in 2008. The site plan is being finalized. Staff is working with County Economic Development and Center for Business Excellence representatives to determine their eligibility and level of economic development incentives. Volusia County has approved a local 20% match for a State tax credit as part of the Qualified Target Industries economic development program. An application is being prepared to the County for Industrial Revenue bonds. **Staff is working with Pace to complete an application for ad valorem tax abatement which will be presented to the Commission.**
- Staff met with the management of Emergency Communication Networks (ECN), a high technology company in the Business Park, to finalize plans for constructing a conduit and fiber cable between their current facility, located at 7 Sunshine Boulevard and 1 Sunshine Boulevard, which ECN has under agreement to purchase and expand their business and create approximately 20 new high wage jobs. Staff will process the plan and application for the conduit project when it is filed.

Ormond Beach Chamber

- Staff is working with the Chamber and a local bank on the feasibility of formulating a business loan pool program.

Prospective Business Attraction/Retention/Expansion

- Staff participated with the surrounding community economic development practitioners on weekly conference calls with the Team Volusia Economic Development Corporation (TVEDC), and County staff to discuss potential business opportunities.
- Staff continues the business visitation program with manufacturers in the city to discuss their economic outlook and any assistance/resources they may need to increase capital investment and/or retain/grow their employment levels.

- Staff continues working closely with Energizer management on a number of other site and transportation matters.
- Staff continues discussions with Putnam State Bank and a prospective buyer of the Billy's Tap Room property regarding reopening and renovating the restaurant.

Special Economic Development Projects

- Team Volusia Economic Development Corporation (TVEDC) has selected 3 candidates to visit Volusia County for a series of meetings and tours on November 4. Staff met with CEO candidates, which included a tour of Ormond Beach.
- Staff met with Executive Director Maggie Sacks and the Main Street Economic Restructuring Committee to discuss economic development initiatives such as Brownfields designation, development incentives, market GAP analysis, and business attraction strategies. **A meeting with George Houston with the Florida Department of Environmental Protection is scheduled for November 10 to discuss the Brownfields program.**

Airport Operation and Development

- Construction of the new Sunrise Aviation fuel farm continued this week. Staff worked with the contractor, C&S Companies, to ensure compliance with FAA reporting and review requirements.
- Topographical surveys in support of the projects to move Taxiway "A," renovate Taxiway "C," and construct a public use heliport have been completed. Geotechnical surveys for these projects will be conducted within the next two weeks.
- Staff continued to work with Hoyle, Tanner and Associates (HTA) this week to provide updated documentation to the ATC tower manager regarding the project to move Taxiway "A." Input from the control tower is being sought to design a ground traffic management plan for aircraft ingress and egress from the new T-hangars in FBO Area 2. HTA will meet with staff next week to review conceptual traffic plans for the entire Taxiway "A" project.
- Staff contacted airport tenants, users, and all of the local flight schools this week in an effort to reinforce awareness of our voluntary noise abatement procedures.
- Staff has been apprised that a keypad unit on the airport Automated Weather Observation Station (AWOS) has malfunctioned and must be replaced. A rebuilt unit is on order, and will be installed in concert with other scheduled work at the ATC tower in order to minimize costs.
- Staff has posted the latest airport traffic counts on the City website. Annual traffic is down 31,800 operations as of October 31, 2010. This represents a reduction of 24% over last year.

Finance/Budget/Utility Billing Services

On-going Projects

- Preparation of fiscal year end and annual audit reports.

Completed Projects - Weekly

- Processed 43 Journal Entry Batches (# 311 – 404).
- Approved 11 Purchase Requisitions totaling \$117,225.38.
- Issued 19 Purchase Orders totaling \$517,105.90.
- Held opening for Bid No. 2011-34, Downtown Wayfinding Signage, on 11/03/2010.
- Prepared 136 Accounts Payable checks totaling \$362,076.89 and 23 Accounts Payable EFT payments totaling \$48,612.71.
- Processed 4,681 cash receipts totaling \$760,685.79.
- Processed 1,121 utility bill payments through ACH totaling \$57,381.85.
- Processed and issued 3,101 utility bills with billed consumption of water of 16,328k.
- Issued 728 past due notices on utility accounts.

Public Information

Press Releases

- Cemetery Tales (Post Event)
- Walking with the Manager (11/11)
- Rockefeller Revisited (Post Event)

Other

- Citizen Contacts
- Media Contacts

Grants

- Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, and closeouts.

Fire Department

Weekly Statistics

4	Fires
5	Fire Alarms
0	Hazardous
60	EMS
8	Motor Vehicle Accidents
39	Public Assists
116	TOTAL CALLS

Medical Call Type

1	Back Pain	1	Hemorrhage/Laceration
1	Bleeding	2	Overdose
1	Blood Pressure	1	Pedestrian Accident
6	Breathing Problem	1	Sick Person
3	Cardiac Arrest	1	Stroke
6	Chest Pain	9	Traffic Accident
1	DOA	1	Traumatic Injury
3	Convulsions/Seizure	5	Unconscious
3	Diabetic Problem	4	Unknown Medical
8	Fall Victim		

58 TOTAL EMS PATIENTS TREATED

- Aid provided to other agencies:
14 calls – Volusia County (11), Daytona (3)
- Aid received from other agencies: **9 call – Volusia County (5), Holly Hill (1), Daytona (3)**
- Total staff hours provided to other agencies: **28 hours**
- Total staff hours received from other agencies: **7 hours**
- # of personnel sent with EVAC to assist with patient care during hospital transport: **6**
- # of overlapping calls: **29**

Operations

- Continued flu shot program at Station 91 with 9 vaccines administered this week with an overall total of 295.
- Attended Volusia County Fire Chief's Association meeting.

- Online meeting regarding updates on Florida Fire Chief's Association Region 5 State Emergency Response Plan.
- Met with vendor through web conferencing to finalize specification prints on new Quint apparatus purchase.
- Met with Volusia County Fire to discuss Telestaff computer program.
- Met with Target Safety, EMS/Fire program vendor, to resolve computer set-up issues.

Training Hours

22	EMT Refresher Modules
31	Hazardous Materials
49	Hazmat
8	Preplanning
27	Technical Rescue
137	TOTAL STAFF HOURS

Activities

- Inspected 138 hydrants and placed street reflective markers as needed.
- Updated 33 pre-fire plans.
- Conducted tour of Station 94 - Pathways Elementary / 95 children
- Participated in Fall Festivals at Calvary Christian Church and Tomoka United Methodist Church.
- Provided public education to the following schools for Fire Prevention Month:
 - Children's Pre-school Workshop - 50 children
 - Osceola Elementary – 140 children

Human Resources

Staffing Update

Job Requisitions

- Fire Department – Office Manager
- Public Works/Fleet Operations – Mechanic III
- Leisure Services/Registration - PT Office Assistant I

Approved/Active Recruitment

- Police Dept - Community Service Officer

Screening/Interviews Scheduled

- Fire Department – Firefighter/EMT (Close to 300 applications have been received.) On Tuesday, November 16th a physical ability test and an EMS patient assessment will be administered to 18 candidates.
- Leisure Services/Sports – PT Recreation Leader recruitment – 4 applications received and forwarded

Background/Reference Checks

- Police Department – Police Officers (3), backgrounds being conducted on #1, 2 & 4 candidates. The #3 candidate declined conditional offer due to salary.
- Public Works/Drainage Maintenance – Maintenance Worker II.

Job Offers

- Police Department – Police Officers (3), backgrounds being conducted on #1, 2 & 4 candidates.
- Police Department – Evidence/Crime Scene Technician, all conditional requirements successfully completed and employee will begin employment on November 8, 2010.

Terminations/Resignations/Retirements

- Public Works/Fleet – Mechanic III retiring effective November 12th, 2010.
- Public Works/WW Collections/Reuse – terminated due to inability to safely perform job functions effective November 12th, 2010.
- City Commission – Mayor effective 11/2/2010.
- City Commission – City Commissioner effective 11/16/2010.
- Leisure Services/Registration – Part Time Office Assistant I resigned effective Monday, November 8, 2010.
- Leisure Services/Community Events – Part Time Community Events Technician resigned effective November 2, 2010.

Promotions

- Police Department – A Sergeant Promotional Process is being conducted to establish an eligibility list. Notice was sent on October 15th, and will close for participation on November 5th. The written exam will be held on November 15th in the H.R. Training Room and the assessment will be conducted at the Advanced Technology Center (ATC) on November 19th, per PBA B.A. 2008-2010.

Demotions

Transfers

Public Records Requests

Pay & Classification Plan

- The Human Resources Board met on October 22nd and approved an amendment to the Pay and Classification Plan to add the positions of Permit Manager for the Joint Permit Center and Police Lieutenant. The Board also recommended approval to the City Commission. This item was placed on the agenda for the City Commission Meeting held on November 3rd, 2010, and was approved.

Regulatory & Compliance Issues

- Preparing Services Agreement with Conexis for COBRA administration. This service is being made available, at no cost, through Florida Healthcare and Brown and Brown.

Risk Management Projects

- Designing a centralized insurance review process for all purchases. Planning to release an updated 'flow chart.' Working with Finance to train department personnel who process purchases; training sessions should be done November/December.
- Updating proposed changes in level of insurance coverage for insured facilities and requesting written confirmation to support deviations from appraised value. Anticipate completion by the end of November.
- Arranging substance abuse training for employees/supervisors with the Vince Carter Foundation/Sanctuary.

Information Technology (IT)

Work Plan Projects

- Document Imaging – City Clerk project – Preparation for RFP
- iSeries system (HTE Sungard Naviline) - None
- Windows Servers: - None
- Networking System: - None
- Work Orders: - 71 New work - 70 completed - 28 in progress

- Virus Protection: - E-mail spam and virus prevention via MX-Logic service

Total Inbound E-Mails	42,382	Inbound E-Mails Blocked	33,894
Delivered Inbound E-Mails	8,350	Quarantined Messages	84
Percentage Good Email	19.7%	Virus E-Mails Blocked	88

- Notable Events: High number of work orders related to rollout of upgraded Antivirus software that required fixing issues of non-successful upgrades. Attended Sungard Users conference in Orlando.

Geographical Information Systems (GIS)

- Addressing Additions: 0 Changes: 1 Corrections: 0
- Map/Information Requests: 4
- Information Requests from External Organizations: 3
- CIP Related Projects (pavement management, project tracking map): 0
- Notable Events: Attended Fire/EMS GIS Training & User Group Workshop in Winter Park, FL November 1-2.

Leisure Services

Administration

- Attended LS Administrative Staff meeting
- Attended Public Works Meeting
- Attended City Manager Meeting
- Attended Sr. Softball Meeting
- Attended City Commission Meeting
- Annual Performance Evaluation
- Met with Project ROMP Committee
- Hosted Programming Staff Meeting
- Attended Girls Basketball Training League Opening (Mon)
- Attended Senior Games Meeting (Tues)
- Attended flag football games (Mon)
- Attended adult softball league play (Tues)
- Attended Seabreeze Soccer Game (Mon)
- Attended the Home for the Holidays Parade Committee Meeting (Wed)
- Attended Ormond Beach Soccer Board Meeting (Thurs)
- Attended Calvary Academy Soccer (Thurs)
- Attended Project ROMP Meeting
- Attended US Army Jazz Ambassadors Concert at PAC (Thurs)
- Attended Movies on the Halifax (Fri)
- Attended the Pop Warner practice (Fri)

Athletics

- Luis Camacho is once again renting the Soccer fields for his Sunday 11 v 11 adult league. They play each Sunday at 10am. The 6-a-side league finished their fall season last week.
- The City's adult coed softball program started its post-season this week, with all 14 teams competing in 2 separate brackets. Games are played at softball field #7 at the Sports Complex.
- The OBYBSA recreational and competitive teams continued their games this week at the Nova fields, as well as the Dale Buttleman softball quad. Games will run through the end of this week.

- OBSC Competitive Games continued and are played each weekend, some at the Sports Complex and some on the road. This will continue through the month of November.
- OBSC Recreational Soccer continued its game season this Saturday, with a full slate of games on 9 of the 10 fields. Games ran from 8am to 1pm.
- City's youth flag football program continued its game season this week at softball quad #3, as well as the Kiwanis field. The Pee Wee division started their post-season games this week.
- The City's men's fall softball league started its post-season this week, with games on Monday, Tuesday, and Thursday nights. All eight teams are competing, with all of the games at Softball quad #4.
- City's Annual youth coed fall volleyball league continued this week, with games on Thursday night at Nova Gym, from 6-8pm. This program will end a week from Tuesday night.
- Calvary Christian High School football played their final home game at the Ormond Beach Sports Complex on Thursday night, 7pm, field #7. This was a makeup game from earlier in the season.
- Pop Warner Football hosted a playoff game at the Sports Complex at 6pm Saturday.
- NXBL played their final home game at the Ormond Beach Sports Complex, Wendelstedt field #1 Saturday night at 7pm.
- Seabreeze High School boy's and girl's soccer continued practicing at the Sports Complex, fields #6 & #8, for their upcoming season. They practice daily from 3:30 to 5:45pm. The girls had their 1st game of the season on Monday at 6pm, F7, Sports Complex.
- City's girl's basketball program started this week, with training sessions on Monday and Wednesday evenings, 6-9pm, Nova Gym. Basketball "experts" were brought in to help bring the girl's fundamental skills to a new level. Training will continue the same next week.
- City's basketball training league started this week on Monday and Wednesday, 4-5pm at Nova Gym. The season runs 3 weeks in November and 3 weeks in December.
- Upcoming Activities: OBYBA boy's basketball program, men's winter softball league

Athletic Field Maintenance

- Mowed baseball fields #1 - #4, three times a week
- Mowed common areas.
- Mowed South Ormond outfield, prepped infield.
- Went to South Ormond Rec. to clean tennis and basketball courts; also to clean tennis, basketball, and handball courts.
- Mowed infields and outfields at Nova Park.
- Cleaned Skateboard Park.
- Cleaned tennis and handball courts.
- Mowed softball #1 - #4 and co-ed fields.
- Picked-up and dropped off equipment to Fleet on daily basis.
- Made fuel runs for equipment.
- Cleaned restroom, offices and lunch area of Maintenance building.
- Mowed soccer #1 - #10, twice a week
- Painted foul lines and prepared baseball fields daily for competitive teams practice and games.
- Prepared 2 fields for the fall high school baseball season.
- Cleaned up after daily use of the soccer fields.
- Prepped softball fields #1- #2 for Lady Renegade's competitive club practice.
- Put out garbage cans and player benches on soccer fields.
- Painted the full size soccer field for men's league.
- Painted 19 soccer fields for the beginning of the fall recreation soccer league.
- Prepped the fields for adult co-ed and men's softball.

- Painted the football field and prepared it for Friday's CCA varsity and Saturday's Pop Warner football games.
- Repainted 2 fields for the recreation flag-football.
- Prepped the fields at Osceola for their t-ball teams.
- Finished laying out ball diamond from foul poles to bases and pitching mound at the South Ormond Park field.
- Ran through all irrigation sprinklers on all fields and changed out any broken ones.
- Rec. leagues for softball and baseball youth fields were done at both Nova Park and the Sports Complex.
- Finished fertilizing Nova and South Ormond fields.

Senior Center

- Granada Squares Dance, Tuesday
- Tomoka Duplicate Bridge, Tuesday, Saturday
- Daytona Community Church, Thursday
- Square Dance, Friday
- Chinmaya Church, Sunday

Performing Arts Center

- Staff prepared for the performance of Stars from Platters, Coasters, Drifters, Temptations (Friday, October 29th)
- The Performing Arts Center hosted the following classes throughout the week as part of its regular operations.
 - Monday – Hawaiian Dance, Show Club Open Dance, Kopy Kats Skits, CMT
 - Tuesday – Theatre Workshop, Theatre Workshop Dance, Seaside Singers, Webb Jazz & Tap, CMT Dance, CMT Jazz & Tap,
 - Wednesday - Show Club Skits, Upbeats choral, Devito Dance, Kopy Kats Skits, Webb Jazz & Tap
 - Thursday – Devito Dance, Show Club Chorus, Theatre Workshop, Kopy Kats, CMT Dance
 - Friday – Theatre Workshop, Green Dance, CMT
- The Performing Arts Center is preparing to host the following events:
 - U.S. Army Field Band Jazz Ambassadors, November 4th, 7pm. Free
 - Tribute to Elvis, November 6th, 7:30pm. \$20

South Ormond Neighborhood Center

- Splash Pad opens 10am until dusk
- Open Weight room during Center hours
- Neighborhood Park opens sunrise until 10pm
- Pop Warner football practice 5:30pm-8pm, Monday, Wednesday and Thursday
- Jazzercise classes Monday and Wednesday 5:45pm – 6:45pm

Community Events

- Attended staff meeting
- Weekly administrative tasks and office work
- Attended events meeting
- Attended Senior Games post meeting
- Attended Veteran's Day meeting
- Veteran's Day preparation; ticket sales thru November 11th
- Continued working on HOHO Parade tasks and applications
- HOHO Parade sponsor mail-out
- Site visit to Ormond Memorial Gardens for Korean War Dedication Ceremony
- Completed clean-up and storage of Senior Games equipment.

Gymnastics

- Installed a new vault runway
- Opened up a new boy's class

Nova Community Center and Special Populations

- Nova conducted regular adult classes in Jazzercise, "take off pounds sensibly" (TOPS) and Yoga.
- FitGyms conducted their personal training, tennis lessons and FitMoms.
- Cash reports were completed and submitted each day for rentals and open play passes that were purchased.
- Open play took place various times during the week for those who participated in basketball, the game room and the exercise room.
- Nova Community Center continued fall programs including the Phonics Game, the Activity Class and Miss Debby's Dance Classes.
- Youth coed volleyball was on Thursday in the Nova Community Center gymnasium through the Athletics Division.
- Nova Community Center was the voting site for precincts 512, 513 and 533 on Tuesday.
- The Basketball Training League and Girls Basketball was on Monday and Wednesday in the Nova Community Center gymnasium through the Athletics Division.
- Boys Basketball try-outs was on Saturday in the gymnasium through the Athletics Division.

The Casements

- Tours continued this week from 10:00am to 4:00pm daily.
- The Ormond Beach Art Guild Fall strike this week.
- Larry Beck Gallery Exhibit Hang, Wednesday afternoon.
- Strike Rockefeller Revisited decorations, Monday & Tuesday
- Set up for Precinct 517
- Voting Precinct 517, Tuesday 6:00am to 8:00pm
- Strike voting equipment Wednesday morning
- Set up for Ormond Beach Garden Club 60th anniversary luncheon, Wednesday 9:00am to 1:00pm
- Yoga this week on Tuesday mornings from 10:00am-11:30am and Thursday evening from 6:30pm-8:00pm.
- Prepared and sent Parade Sponsorship letters.
- Prepared for review, Parade VIP letters.
- Prepared listing of next years' movie choices for "Movies on The Halifax" 2010-2011 season.
- Reviewed movie for Friday night's movie, Tuesday
- Tai Chi Classes on Wednesday evening from 7:00pm to 9:00pm.
- Zumba Classes continued this week on Tuesday and Thursday evening from 6:00pm to 7:00pm.
- Pilates Classes continue every Tuesday and Thursday afternoon from 3:30pm to 4:30pm and Wednesday and Friday mornings from 8:30am to 9:30am.
- Casement Guild members worked on fruit displays for outside windows, Tuesday and Wednesday afternoons.
- The Casements Guild Crafters met this Thursday from 12:30pm to 3:00pm to continue working on crafts for the annual Gala in December.
- Staff assisted with the weekly Farmers' Market this week on Thursday from 8:00am to 1:00pm.
- Set up for Larry Beck's Opening Reception, Friday, 5-8pm.
- Set up for "Movies on the Halifax" program 7-10pm Friday.
- Wedding ceremony in Rockefeller Gardens, Saturday 5:30pm

Parks and Irrigation

- Cleaned debris (snails) from heads at Rockefeller Gardens
- Dug up and repaired broken zone line at Central Park II
- Shut off water on Williamson (broken mainline)
- Dug up and repaired 2 line breads at Central Park II
- Dug up and repaired zone line break at South Ormond Center
- Replaced 1 damaged spray head at Bailey Riverbridge
- Moved books, 25 cases from Ames to Fleet
- Turned water back on streetscapes at railroad tracks. Checked the system
- Worked in finding leaking main lines on Williamson
- Reset clock at Neptune, checked clock function
- Repaired head on East Granada that was flooding road
- Adjusted timers on Granada for new plantings per Steve S.
- Replaced timer on Granada
- Worked on damaged sprinklers North Nova medians (mower damage)
- Repaired broken sprinklers on US1
- Repaired sprinkler in resident's yard by P.W. Loyola Rd.
- Repaired broken main at fire station 94

Building Maintenance

- Repaired granite bench at Memorial Gardens
- Repaired sally port gates at the Police dept.
- Repaired ladies room toilet at the tennis center
- Repaired garbage disposal at the Casements
- Repaired ventilation fan at the Police dept. pistol range
- Repaired gate #13 at the Ormond airport
- Repaired ice maker at the Senior Center
- Removed graffiti at the Magic Forest playground
- Repaired broken door handle in ladies room at the Senior Center
- Repaired broken water cooler at Central Park 1
- Repaired hole in cloud sculpture at Fortunato Park
- Repaired rooftop light at the P.A.C.
- Repaired loose handrail at the beachside post office
- Painted coordinator's office at Nova rec.
- Replaced security light at Ames Park

Police Department

Administrative Services

- Property and Evidence Room audit and inventory continuing.

Community Outreach

- Science on Patrol, the third session of SOP was offered to 14 youth attending Ormond Beach Elementary School. Officer Keith Feder assisted youth solve the Computer Lab Capers.
- The Tutors R US program was held at the South Ormond Neighborhood Center. Currently 17 youth are enrolled in the program.
- Members of the YDC held a membership meeting to review upcoming community service programs.
- Details of the PAL Annual Holiday Party were set. Mr. Charlie Sharpe has volunteered to be Santa. The event will be held December 20th from 5:30 to 7:30 PM at the SONC.
- OBPAL staff continued to contact sponsors and door prize donors to support the annual golf tournament. The tournament, *Golfing for Youth*, will be held at Riverbend Golf Course on November 13.

Community Services & Animal Control

- Animal calls responded to: 36
- Animal reports: 7 animals
- Animal to FHS: 1
- Animal licenses: 5
- Animal bite: 1
- Wildlife sick or injured: 1

Criminal Investigations

- Cases Assigned: 33
- Cases Cleared by Arrest/Complaint Affidavit: 5
- Cases Exceptionally Cleared: 6
- Inactive: 5
- Fraud: 4
- Burglary Business: 4
- Burglary Residential: 7
- Larceny Car break: 9
- Grand Theft: 5
- Auto Theft: 1
- Offense Against Family/DCF Reports: 2
- Missing Persons: 1
- Recovered Missing Persons: 1

Narcotics

- One buy walk
- Investigator on vacation for several days

Comments

- Reported human bones found in a bag by Cat Fish Lake. Further investigation by the medical examiner revealed that the bones were animal (deer) bones.

Records

- Walk - Ins / Window 140
- Phone Calls 211
- Arrest / NTA'S 18
- Citations Issued 119
- Citations Entered 89
- Reports Generated 110
- Reports Entered 121
- Mail / Faxes / Request 63

Patrol

- Total Calls 1103
- Total Traffic Stops 124

Operations

- 10/28/10 - Car Break - Orchard Ave. - unlocked vehicle, laptop and gps stolen.
- 10/28/10 - Burglary-residence, Cypress Circle Apt, no signs of forced entry, jewelry and camera stolen.
- 10/29/10 - Car Break Ormwood Dr., XM radio stolen, vehicle unlocked
- 10/29/10 - Car Break Ormwood Dr, tools stolen from bed of the truck.

- 10/29/10 - Burglary suspect from Port Orange - adult male arrested at his Melrose home without incident.
- 10/29/10 - Arrest at the Rockin' Ranch, male refused to comply to orders during a disturbance. Subject charged with Disorderly Conduct, resisting arrest.
- 10/31/10 - Robbery – home invasion- Lakebridge Dr; Known male allegedly forced entry into victim's home and battered him. Victim did not wish to pursue charges at this time.
- 10/31/10 - Burglary – attempt - business -Amaris Salon and Day Spa; W Granada Blvd - Rock used to smash window, entry was not successful.
- 10/31/10 - Burglary - Attempt; Great Clips; W Granada Blvd - Rock used to smash window, entry was not successful.
- 10/31/10 - found bone; sent to ME Office, determined to be animal.
- 10/31/10 - Violation of Injunction arrest Adult male - Hamlet Trace
- 10/31/10 - Warrant Arrest -Live Oak-Adult/Male - Violation of Probation DUI
- 11/1/10 - Car Break Vining Ct. Vehicle left unlocked, firearm taken from center console with holster, sunglasses with case, Nano iPod with case taken.
- 11/1/10 Disorderly Conduct @ Lake Bridge. Complainant from robbery home invasion yesterday called via 911 to report that the suspect was at his residence. When officers arrived, no one was at the residence- reportee arrived shortly thereafter and wanted to press charges for the incident that occurred yesterday but still would not provide a statement indicating the same. Reportee became irate/loud and was arrested for disorderly conduct.
- 11/1/10 - Assault & Battery/Domestic Violence - cross complaints between parents of 9 month old child.
- 11/1/10 - Pursuit -Vehicle being followed by DBPD fled into Ormond Beach city limits. Traffic stop attempted, vehicle fled, pursuit terminated. Suspect later detained by DBPD.
- 11/2/10 - Burglary -Santa Fe - Complaint affidavit signed. Neighborhood dispute.
- 11/2/10 - Aggravated Assault with Vehicle - Regal Cinema - Wife followed husband from Deland and found him with his girlfriend in Regal parking lot. Wife tried to run over the girlfriend- then got out and battered girlfriend. Deland PD assisted in locating wife, and OBPD officer made arrest.
- 11/2/10 - Comfort Inn S Atlantic Ave-Grand Theft. Canadian citizen had purse, money and passports stolen. Consulate notified.
- 11/2/10 - Burglary Res - 925 W Granada Bv - Generator and welder stolen
- 11/2/10 - Missing Juvenile recovered - Driftwood S. Atlantic -transported to DYS.
- 11/2/10 - Baker Act - felony narcotics arrest – Adult Male
- 11/2/10 – Car Break S. Atlantic Ave- Planet Fitness
- 11/2/10 - Burglary business, smashed door –S. Yonge St. - Buddy's Furniture
- 11/3/10 Stolen Vehicle - Grove St. - Gold Dodge Truck
- 11/3/10 - Burglary Businesses - Larry's Giant Subs and Bikini Company
- 11/3/10 - Reckless Driving —residential area - short distance pursuit – vehicle fled – pursuit terminated

Traffic Unit:

- 10-11-00009: Fugitive Arrest / Traffic Stop, Nova Road / Hand Avenue.
- Enforcement of ongoing complaints of speeders on Division Avenue, Hand Avenue, and Fleming Avenue through the Central Park area.
- Officer Pavelka is working with Lyetech Software to initiate a new and improved crash reporting system. The system will be free and will also be updated with the new HSMV forms. We are currently testing the program within the Traffic Unit, and with several officers in the Patrol Division. He also installed software updates in the ticket writers this week.
- Variable Message Board deployed to OBFD #91 to inform the public of flu shots available.

- Officer Pavelka and Sgt. Smith instructed during in-service training (new crash form updates).
- Traffic Citations 94
- Parking Citations 3
- Crash - No Inj. 14
- Crash - Injury 5
- Selected Traffic Enforcement Patrol (S.T.E.P.) Locations
 - Total Citations Issued on S.T.E.P.: 125
- Self-Initiated Enforcement Locations:
 - 1500 BLK N. Beach Street
 - US 1 / SR 40
 - Airport Road
 - N. US 1
 - River Bluff / St. Andrews Drive
 - 500-800 BLK Division Avenue
 - 300-600 BLK Hand Avenue
 - 600 BLK Riverside Drive
 - SR A1A
- Enforced Complaints:
 - Central Park area (Division, Hand, Fleming)
 - 100-500 BLK Clyde Morris Blvd.
 - Tymber Run construction
 - Ormond Lakes

Neighborhood Improvement

- Zone 1: 4 Cases Initiated
- Zone 2: 5 Cases initiated
- Zone 3: 4 Cases initiated
- Zone 4: 13 Cases initiated
- 17 tree removal permit requests
- 45 signs either removed or sign cases created.
- Administrative staff assisted with sixty (60) telephonic inquiries.

Public Works

Engineering

- US1 Forcemain Extension Phase II- Contractor located connection tie-ins to sanitary sewer forcemain to complete original contract work.
- Water Treatment Plant Dist. System Phase II- Pre-construction meeting was held. Notice to Proceed was issued for November 8, 2010.
- Main Trail Bridge- Reviewed submittals for this project.
- 2010 Roadway Resurfacing- Ridgewood Ave was milled and resurfaced. Kenilworth Ave (partial paved- needs a sewer lateral replaced), Old Kings and Fleming Ave were milled and scheduled for resurfacing Tuesday, November 2, 2010.
- Sanchez Stormdrain- contractor excavated the cul-de-sac and begun removal & replacement of the stormdrain.
- Oak Forest Outfall- 1517 was scheduled for pipe lining next Tuesday.
- Rima Ridge Wells 54, 55 & 56- Step down testing for Well 55 is in progress. Discharge connections were installed to the primary main. Reviewed shop drawings.
- South Ormond Neighborhood and Gymnastics Centers Improvements- Upper wall brackets are being installed to affix the wall paneling within the gym.

- SR40 Sidewalk / Trail Phase II- Provided FDOT information for their Quality Assurance Program.
- Sunshine Blvd Monument Signage- The monument signs are scheduled to be completed for staff inspection this week. Staff is currently soliciting landscape and irrigation proposals for the Business Park entrance.
- Nova Passive Parks- The contractor has tentatively scheduled work to begin in November.
- Downtown Street Tree Replacement- The project was inspected by staff and found to be complete.
- City Hall Parking Lot Repairs- The contractor will begin construction after the elections.
- Wastewater Treatment Plant Expansion and Rehabilitation – Contractor has mobilized to the site and has been issued all required building permits. A Preconstruction meeting was held with the Building Department.
- Joint Permit Center – The preconstruction meeting was held and the Contractor has indicated construction will start November 8th.

Design Projects

- Alcazar-Buena Vista Area Drainage Improvements- Permitting has been submitted and are awaiting further comments. Design is 90% complete pending revisions.
- Airport Road Forcemain Extension- Staff met with QLH to review 7 mile utility extension plan. Easement solicitations were sent to owners.
- OBSC Boundless Playground- Staff has finalizing the design and has tentatively scheduled the bid award for the December 7th City Commission agenda.
- Ridgewood Sidewalk- Submitted Commission memo for approval.
- Ormond Scenic Loop- Responded to consultant inquires on selection.
- SR40 Nova to A1A Interconnect- Completed the Right of Way project form, sent conceptual plans.
- Rosewood Sidewalk- Gathering survey responses and answering questions for residents.
- Granada Bridge Decorative Pole Replacement- The materials have been ordered and the installation bid award has been scheduled for the December 7th City Commission agenda.
- Vining Court- The project is tentatively scheduled to be advertised for competitive bids on November 14th.
- Downtown Wayfinding Signage- The bid award is scheduled for the December 7th City Commission agenda.
- Tarpon Sculpture Installation- Hall Construction is currently preparing a proposal for staff review.
- Wooden Pedestrian Walkway Lighting Replacement – The material purchase was advertised for competitive bids on October 24th.
- Stormwater Study – Staff is working with FEMA to incorporate Phase I recommendations into the existing approved HMGP grant for Hand Avenue.
- John Anderson Drive – Met with SJRWMD to discuss permitting requirements. In order to meet water quality volumes off-site mitigation storage will be required. Staff has identified areas on the south peninsula for meeting this requirement.
- EVRWA Nova Canal Flood Control Study– Final report was approved by the EVRWA and will be presented to the CC for approval on November 3rd.
- Coolidge Avenue Roadway and Drainage Improvements- Bids for the construction of road and drainage improvements on Coolidge Avenue were received and will be presented to the City Commission for award on November 3rd. Coolidge Avenue will be constructed separately from Hand Avenue in order to get some construction on the stormwater improvements underway.
- Hand Avenue - Still waiting on final approval from FEMA for expanded grant request on Hand Avenue. Consultant submitted the permit modification to SJRWMD to add the pond interconnect channel and bridge on Hand Avenue.

Administration

- Sent color selected for mast arms on US 1 and SR 40 to P&S paving.
- Issued a TECO gas franchise permit US 1 n I-95.
- Issued ATT permit on Clyde Morris.
- Transfer Station Fuel Tank Removal- Letter report was prepared in response to the VCEM to address additional sampling and analysis of subsurface condition, which indicated that the site is clean.
- Nova Road Landfill- Rehabilitation of monitoring well tops, including aprons, risers and lockable plugs and verification of pond bottom survey was addressed in response to FDEP site visit.
- Stormdrain Rehabilitation- Received continuing contract information from contractor to perform pipe joint repair for consideration of continuing service contract via piggy back.
- Prepared project invoices/pay requests totaling \$20,545
- Prepared work authorizations totaling \$31,238
- Prepared requisitions/PO's totaling \$365,685
- Prepared Ponce de Leon Inlet & Port District Cassen Park Boat Ramp Extension project final report & reimbursement request for \$15,983 (50% of project total cost).

Customer Service

- Provided right of way verification for Old Tomoka Rd. to Streets Division.
- Researched and provided the information for drainage easement maintenance in Hickory Village plat for Stormwater Division.
- Provided right of way and annexation documents for 1110 John Anderson for Stormwater Division request.
- Tree locates at 18 N St Andrews and Iroquois and Main Tr. intersection for Neighborhood Improvement Division.

Other

- Assisted Volusia County with traffic signal coordination problem on SR 40 and I-95.
- Responded to inquiries from FDOT and FPL on street light pole in NW corner of Nova Rd. & US1.
- 36 projects were inspected.
- 19 roadways were surveyed for pavement condition. Data conversion was made between old inventory forms and new.

Meetings:

- FDOT meeting on SR 40 and Railroad Crossings.
- Attended East Volusia County Traffic safety committee.

- **Street Maintenance**

Asphalt / Concrete

- Concrete basins and driveway removed by Stormwater at Fleming E/O US1
- Repair asphalt at Hull Rd. Sports Complex, 127 Bosarvey and Willis & Riverside
- Repair radius at Willis and Riverside

Tree Crew

- Trimming at City yards and City Hall (including Corbin St. parking lot at school).
- Pick up trash and litter on ROW-N. Orchard (SR40 to Wilmette) and Wilmette (US1 to Nova)
- Trimming at various bus stop benches
- Trimming on SR40 – FDOT ROW

- Stump removal and clean up on Tomoka View
- Tree trimming at Water Plant, China Moon, Spring Meadows, Grove, and Nova Recreation

Maintenance Crew

- Rotated Special Event Bridge signs
- Debris cleanup on Granada Bridge and Memorial Gardens
- Graded roads at all City parks, Airport Sports Complex, and Old Tomoka Rd.
- Graded boat ramps at Fortunato Park, Central Parks II, III & IV and Division Avenue
- Maintenance of various vehicles in Public Works Yard
- Fill Chips roll off with concrete debris
- Print work orders for daily work
- Change bridge banners to Birthplace of Speed on Streetscape
- Assist concrete crew on Fleming

Sign Shop

- Emergency lane closure on N. Yonge St. @ Kenilworth Ave. for the Utility Department
- Upgrade of the Sign Shop software to the new "Flexi 10" program to replace the old version that was no longer operational
- Ned Kraft attended a 2-day "Signs & Markings II" recertification class (Nov. 2-3)
- Fabricating various street names for intersections in zone NM1 & BSCN
- Repair or replace signs at the following locations:
 - NE New Britain Ave. & N. Ridgewood Ave., straightened the stop sign post
 - Cassen Park Pier, replaced a missing bolt & nut on a regulation sign
 - Crooked Tree Trl. & Rio Pinar, replaced bent street names
 - Biltmore & Forest Hills, replaced street names and post that was hit by a vehicle
 - Various Locations, checked signs for repairs

- **Stormwater Maintenance**

Maintenance Crew

- Locates citywide
- Carp Barriers – cleaned and inspected
- Meeting with Mark Graham – Clearwater - to install grass carp in our ponds
- Inspected North US1 for annexation into the City
- Sinkhole at 1113 John Anderson Drive – filled in
- Walked and inspected properties behind Aston Circle, Thomas St., and Trina St., to Park Ridge Subdivision
- Met with John Noble and Larry Rivera on Santa Fe Ave. about grade and fill permit
- Reachout Mowing – West on SR40 (machine down until next Tuesday)
- Tractor Mowing – went into Fleet on Monday for exhaust repair
- Vacon – assisted Water Dept. to dig up leaking valve (greased, lubed and cleaned unit)
- All of the crew cleaned basins throughout the City in all zones preparing for rain event on Thursday, 11/4/10

Streetsweeper – Street Sweeping

- 105.6 miles of road cleaned
- 21.5 cubic yards of debris removed

- **Fleet**

PM Services completed for the week:

Emergency—Vehicles and Equipment

3

Non-Emergency Vehicles and Equipment

18

Road Calls for the week:

2

Accidents for the week:

#113- Finance

Fuel on hand (central fueling station at fleet operations):

Diesel
9427 gals.

Gas
16036 gals.

Comments:

- Fleet continued to complete all pm services and or repairs on schedule and no unusual occurrences happened this week to fleet operations
- **Utilities Division**
 - Prepared and forwarded response packages to the SJRWMD request for additional information (RIA) for review of the City's Consumptive Use Permit (CUP) Compliance Report submittal.
 - Water Plant 4 Log Virus Inactivation – Preparing a response to the request for additional information received from Volusia County Health Department.
 - Cross Connection Control (CCC) Program Management Services: Awaiting feedback for submittal to VCHD requested survey of demographic information concerning City's CCC program. Met with HDI representative to discuss future horizon activities and regulatory updates. Responding to recent information request concerning program from Department of Health.
 - Fire Hydrant Replacement Program – Three (3) hydrants were replaced on Arlington Way, Valencia and S. Halifax Ave. A request for proposal (RFP) to Nodarse for soils testing in paved areas is being processed.
 - Ormond Beach Wastewater Treatment Plant Rehabilitation Project – Staff will prepare Change Order #2 upon successful results of installation of the modified impeller bolts to demonstrate that ragging at the influent pump station is reduced or eliminated. Pumps continue to show intermittent clogging due to rags. The manufacturer's representative visited the plant to check the pumps for vibration. Additional bracing will be needed to allow the pumps to operate through their range without vibrating. The pump wet well will be examined to determine if rags are floating inside and not being pumped into the plant. Changes in the operating levels of the pumps may be required if a significant number of rags are found. Further training on the centrifuges is scheduled on 11/16/10. A notice of substantial completion will be issued for equipment already in service.
 - Ormond Beach Wastewater Treatment Plant Expansion –An independent dewatering system for the fourth clarifier was decided upon because it will perform more efficiently with the dewatering pumps available.
 - Gravity Sewer Pipeline Repair –The contract is being changed to Chad Equipment Company; Inc. The name change is scheduled on the 11/3/10 City Commission agenda. A pre-construction meeting is scheduled for 11/5/10.
 - South Distribution Water Main Phase II –The notice to proceed will be November 8, 2010. Reviewed shop drawings for corporation stops and joint restraints.
 - Water Treatment Plant High Service Pump Station VFD Conversion - Waiting for record drawings to be received from the contractor in order to close out the project.
 - Lift Station Repair and Replacement Project. The doors and light remain to be installed at lift station 6M. Contractor is waiting for doors to be delivered. Dewatering system well points are set at the Lift Station OM site. Distributed meeting minutes to the attendees. A

- schedule for construction at the OM lift station site was received. The projected delivery time for the doors at Lift Station 6M is four weeks. A follow up meeting will be scheduled after the information is received. The construction contract has progressed beyond the time extension granted in the change order. The contractor was asked to provide documentation for the delays that caused the project to exceed the time extension.
- Root Control Services – A preconstruction meeting is being scheduled for the third week of November.
 - Town Square and Lift Station 4M1 Rehabilitation – All of the available information historic design information was obtained. Staff initializing design phase in house.
 - Tymber Creek Road Phase 1 – Plans (100 % Design Phase) were received from Volusia County. A comparison is being made with our existing design to make sure that there are no new conflicts present.
 - Water Plant Aerator Rehabilitation –McKim and Creed preparing plans and specifications to bid the project.
 - Water Plant SCADA – A proposal was requested from McKim and Creed Engineers to do an inventory of existing equipment to determine its capabilities for data collection and control for the plant, wells and lift stations.
 - SPRC - Approved plans were received for Bright Beginnings. The contractor performing drainage modifications in easement between Huntington Townhomes Flagler Co. and Hunter's Ridge Volusia Co. damaged a power cable serving power to Hudson Well 34H. Negotiating equitable solutions for power restoration with Developer.
 - Coordinating alternative contract arrangement for biosolids transportation, treatment and disposal services and collective bid for these services with City of Daytona Beach. Specifications and front end documents were prepared and submitted to Daytona Beach for their comments. Emergency procurement City Commission notification prepared for Florida NViro LLC.
 - Attended Plans Review Meeting for Airport Road – An alternative piping arrangement is being investigated to provide reuse to Hunters Ridge and Breakaway Trails simultaneously.

Water Distribution

- Replaced 5 residential meters, installed 3 new water services
- responded to 7 leaks, 3 low pressure calls, flushed 5 cloudy water complaints
- Replaced 8 water services (4 under road), 13 meter boxes
- Tested 1, repaired 1 city owned backflow preventer, Assisted Grunau Company with the shutdown of Shadow Lakes Apartments to repair the 8" backflow preventer
- Valve maintenance and exercising was completed on Valencia Dr, S. Halifax Dr, Arlington Way (FH shutdowns), Completed a mock shut down of Cardinal Dr for the next FH replacement
- Fire hydrants- Completed 3 water main shutdowns for R&M Services to replace 3 FH's at 363 S. Halifax Dr, 154 Arlington Way, and 126 Valencia Dr. The shutdowns lasted 3-4 hours each, flushed properly and returned to service.
- Leak Detection: Leak was correlated under a large diameter oak tree on Tiffany Cir, preparing plans and obtaining quotes for replacement of the entire 300 feet length of 2" galvanized water main serving the street.
- Flushed Cardinal Dr, S. Halifax Dr, Magnolia Dr, Valencia Dr, Seminole Dr, Southern Pines Sub, Trails Sub (phase 3)
- Repaired a 2" main break on Sanchez Ave (no boil water, fixed wet)
- Re-sodded 6 properties due to dig-ups to replace water services
- Cleaned and restock all trucks

Water Treatment

- Delivered 39.583 million gallons for week ending October 31 (5.655 MGD)

- Backwashed 11 filters for a total of 510,000 gallons backwash water.
- Produced and hauled 67.5 wet tons of dewatered sludge.
- Completed weekly well audit and drawdown tests.
- Completed filling Standish Ground Tank, sampled and passed bacteriological tests. Returned to regular service.
- Completed water quality flushing North Beach side at night.
- Preparing lead and copper testing results notification letters and certifications.
- Preparing notification for free chlorine flushing event scheduled for November 29 through December 20, 2010.

Waste Water Collection - Reuse

- Crews responded to six trouble calls out west Breakaway/Hunters Ridge area and five in town.
- Crews root controlled one sewer lateral and cleaned approximately 2300 feet of sewer mains in Laurel Oaks area.
- Televised 10 sewer laterals.
- Repaired clean out at 172 University Cir.
- Major repair performed for 8" sewer main service connection at Kenilworth Ave. and N. Young St.
- PEP System Maintenance Activities for period: Rehabbed PEPSystem tanks at 4 and 8 Huntmaster's Court. Checked tank at 20 Huntsman Look - filled in low area with fill dirt.
- Repaired irrigation line at 16 Breakaway Trails – HOA Clubhouse.
- Checked irrigation system at Breakaway and Hunters Ridge. Storage tanks are running low due to no rain.

Waste Water Treatment

- Domestic and Industrial Wastewater weekly flow 23.43 Million Gallons
- Produced 21.34 Million Gallons of Reuse
- Produced 2.08 Million Gallons of Surface Water Discharge
- Influent flows average day for period 3.35 MGD, plant designed for 6 MGD
- Hauled tons of sludge 111.33 (14%-18% Solids).
- Chronic Bioassay sampling - testing passed; results submitted to FDEP.
- Operations support provided for contractor activities at plant site associated with Phase 1 and Phase 2 WWTP Rehabilitation Project.

Utilities Maintenance Division

Water Plant - Well Fields - Booster Stations

- Cleaned fence area inside and around wells A, B and C at Breakaway Trails. Also adjusted Bermads for optimizing flow. Well B is pumping at a max of 160GPM and sounds as if it is pumping air. Informed Chief plant operator who will perform a drawdown test and further well evaluation.
- Adjusted antenna at BAT potable interconnects.
- Hunters Ridge irrigation well 34H main underground power feed was cut in 2 places by contractor activities. Both wells 33 and 34H were without power. We were able to isolate and turn back on well 33H. Preparing quote to repair line.
- Continued work on well 19SR control cabinet swap out.
- Assisted operations with cleaning out of Centrifuge
- Installed shelving in storage area and organized Distributions materials, this allowed us to relocate some pumps and materials to free up space in Maintenance shop.
- Repaired leaks on Fluoride pump.
- Installed 6" saddle and 2" flushing port on Well 19SR.
- Greased lime slurry pumps.
- Replaced the Flange on discharge line of anti-sealant pump.

- Ran LPRO and Lime softening back up generators, tested ok inspected system after run and submitted findings to Fleet Maintenance.
- Performed PM's to Rima, Division, SR 40 and Hudson Well fields.
- Performed PM's to LPRO and Lime softening plant equipment.
- Performed Booster Station PM's.
- Performed Reuse pump station PM's and repairs.

Wastewater Plant – List Stations – Reuse System

- Tested radio at Chelsea #2 liftstation, all ok
- Tested chlorine meter for operations.
- Cleaned probe at Deer Creek liftstation in response to high level alarm.
- Checked and cleaned floats at Dewatering Station.
- Cleared alarms at 6M liftstation.
- Serviced odor control unit at 5M liftstation.
- Repaired underground washdown water leak at Scum well #2.
- Disassembled grit snail for Utilities Engineering inspection of cracked HDPE piping and joints, found during weekly PM Service.
- Adjusted impeller RAS/WAS pump #3.
- Repaired tank leak in seam at Final tanks.
- Installed new lock out station in Influent Room.
- Assisted contractors with plant rehab activities
- Assisted operations staff cleaning tele-valves on clarifiers.
- Performed PM Service to all plant equipment.
- Deragg 4 submersible aerators.
- Monthly PM's to 23 Liftstations (cleaned and deodorized) also continuing with monthly valve exercise program.
- Annual PM's to 5 Liftstations. Pulled pumps check/replace impellers
- Utilities Division completed 84 work orders as reported in MP2 computerized maintenance management system, of which 44 were PM work requests and 40 were repair work orders.