

## **City of Ormond Beach Memorandum**

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report  
Date: January 7, 2011

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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 staff meeting with Directors
- Weekly meetings with HR Director and Finance Director
- Bi-weekly meeting with Fire Chief
- Met with IT to finalize cell phone stipend policy and iPad purchase.

Spoke to, attended and/or met with:

- Reviewed commission agenda individually with Mayor and Commissioner Boehm as desired.
- Attended Rotary meeting
- Attended D.A.R.E. graduation at Ormond Beach Elementary

### **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 and recording meetings):
  - City Commission Meeting
- Advisory Boards: Processed certificates and letters for 31 advisory board members who will no longer be serving; processed 82 letters to members appointed to advisory boards explaining procedures and providing information on the various boards.

### **Community Development**

#### **Planning**

- Written notice has been received from the State Department of Community Affairs regarding the City's remedial amendments to the Comprehensive Plan to implement the multi-modal strategy and resulting mobility fee in place of concurrency. Notice of Intent to find the City in Compliance should appear in the News-Journal on January 18, 2011.
- The Joint Permit Counter (JPC) has begun to take check and credit card payments this week. Payment processing is being transitioned in slowly to ensure each individual is thoroughly trained to ensure accuracy in balancing the cash drawer at the end of the day. The JPC should be ready for cash next week. Finance has been excellent in their patience and support of us.
- Staff from Planning and Engineering met at the TPO along with other local governments who were funded for projects in 2011 and 2012 with FDOT. Timing, scheduling, and other required information needed to ensure that the project is built and the money is spent on time was discussed. The city's Phase 3 sidewalk project on SR40 is funded and must be built prior to the end of the FDOT fiscal year which is June 2012.

**Building Inspections, Permitting & Licensing**

- 40 permits issued with a valuation of \$180,334.00
- 100 inspections performed.

**Development Services**

- No new applications have been received by the SPRC for initial review
- SPRC reviewed Vanacore RV storage

**Economic Development**

Ormond Crossings

- Tomoka Holdings is preparing the revised PMUD and development standard material for staff review.

Airport 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. Staff has prepared an application for ad valorem tax abatement, which will be presented to the Commission in February.
- 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 is processing the plans and application for the conduit project.

Ormond Beach Chamber

- Staff meets monthly with the Chamber's Economic Prosperity Committee to provide an update on the economic development projects.

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 working with Putnam State Bank and a prospective buyer of the Billy's Tap Room property regarding reopening and renovating the restaurant. The buyer is interested in renovations to the exterior and interior of the building and providing valet parking for customers of the restaurant. The buyer will be meeting with the surrounding property owners and lessees to discuss the parking issues.

Special Economic Development Projects

- Team Volusia Economic Development Corporation (TVEDC) is working with staff on a number of economic development initiatives.

Airport Operation and Development

- Staff worked with the City Attorney this week to finalize a work authorization for Hoyle, Tanner & Associates (HTA) needed to address design work on Taxiway "E," to be presented to the City Commission for approval at their meeting on January 18, 2011.

- Final design concepts for the construction of Taxiway "A" require minor re-alignment of Taxiway "E" in order to provide continuity of ingress and egress for Runway 26. Staff has received confirmation that both FAA and FDOT will fund this additional project aspect.
- Staff conducted a conference call this week between representatives of HTA and FDOT to discuss the recent submittal by staff of a formal request to FDOT to provide a supplement to the current Joint Participation Agreement funding the Taxiway "A" project. The requested supplement will detail FDOT participation in the proposed Taxiway "E" relocation, and will be presented to the City Commission for approval in early 2011.
  - Staff was previously apprised that the FAA will require an interim update of the Airport Layout Plan (ALP) in order to afford participation in the projects to relocate Taxiway "A," relocate Taxiway "E," renovate Taxiway "C," and construct a public use heliport. Final renditions of the ALP were delivered to the City and the FAA this week. The City will receive FAA endorsed copies for filing in the near future.
  - Staff continued to work this week with HTA on planning and funding issues for the projects to relocate Taxiway "A," relocate Taxiway "E," renovate Taxiway "C," and construct a public use heliport. Existing Joint Participation Agreements with FDOT will provide funding for these projects, and grant applications for FAA participation will be forwarded subsequent to the bidding process.
  - Staff worked with the City Attorney this week to review both a proposed First Amended and Restated Ground Lease Agreement for the Riverbend Golf Course, and an authorizing resolution for the ground lease agreement.
  - The City Commission appointed members to the Aviation Advisory Board (AAB) at their meeting on January 4<sup>th</sup>. The first meeting of the AAB this year is scheduled for January 10<sup>th</sup> at 7:00 p.m.
  - Staff continued to work this week with Engineering and Leisure Services to prepare and submit a bid proposal for the installation of surveillance technology at the airport. This project is being managed in concert with a project to install similar surveillance elements at the Airport Sports Complex. Installation of security surveillance systems at the airport will be 100% funded by FDOT.
  - Staff has posted the final airport traffic counts for 2010 on the City website. Annual traffic is down 31,985 operations as of December 31, 2010. This represents a reduction of 21% over the previous year.

### **Finance/Budget/Utility Billing Services**

#### On-going Projects

- Preparation of fiscal year end and annual audit reports.

#### Completed Projects - Weekly

- Processed 25 Journal Entry Batches (# 1134 – 1194).
- Approved 16 Purchase Requisitions totaling \$121,097.26.
- Issued 8 Purchase Orders totaling \$260,462.88.
- Held pre-RFQ meeting for RFQ No. 2011-06, Development of Parking and Park Facilities – 839 S. Atlantic Avenue, on 01/05/2011.
- Prepared 93 Accounts Payable checks totaling \$114,084.48 and 20 Accounts Payable EFT payments totaling \$69,322.25.
- Prepared 49 Payroll checks totaling \$46,626.58 and 314 Direct Deposits totaling \$388,646.08.
- Transferred IRS 941 payment of \$145,220.28.
- Processed 4,486 cash receipts totaling \$505,957.06.
- Processed 1,187 utility bill payments through ACH totaling \$71,334.72.
- Processed and issued 4,095 utility bills with billed consumption of water of 16,678k.
- Issued 512 past due notices on utility accounts

**Public Information**

- Press Releases
  - Movies on the Halifax
  - The Legends of Doo Wop
  - Walking with the Manager
  - Guys & Dolls
  - Nova Exercise Room
  - Honoring Ruth Horan
  
- Grants
  - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, and closeouts

**Fire Department**

Weekly Statistics

<b>2</b>	Fires
<b>8</b>	Fire Alarms
<b>1</b>	Hazardous
<b>64</b>	EMS
<b>5</b>	Motor Vehicle Accidents
<b>34</b>	Public Assists
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<b>114</b>	<b>TOTAL CALLS</b>

Medical Call Type

<b>1</b>	Abdominal Pain	<b>1</b>	Hemorrhage/Laceration
<b>2</b>	Bleeding	<b>3</b>	Medical Alarm
<b>1</b>	Blood Pressure	<b>1</b>	Overdose
<b>9</b>	Breathing Problems	<b>1</b>	Pedestrian Accident
<b>1</b>	Burns	<b>5</b>	Psychiatric Problems
<b>2</b>	Chest Pain	<b>1</b>	Sick Person
<b>1</b>	Choking	<b>2</b>	Stroke
<b>2</b>	Convulsions	<b>3</b>	Traffic Accident
<b>1</b>	Diabetic	<b>1</b>	Traumatic Injury
<b>8</b>	Fall Victim	<b>7</b>	Unconscious
<b>1</b>	Heart Problems	<b>5</b>	Unknown Medical

**59 TOTAL EMS PATIENTS TREATED**

- Aid provided to other agencies: **9 calls to Volusia County**
- Aid received from other agencies: **6 calls – Volusia County (4), Daytona (2)**
- # of personnel sent with EVAC to assist with patient care during hospital transport: **8**
- # of overlapping calls: **21**

Significant Incidents

Date: Wednesday, December 29<sup>th</sup>

Address: 102 Bonita Pl.

Dispatch Time: 6:19 PM

Cleared Time: 7:57 PM

Incident Description: Responded for a suspicious package that was found in the resident's mailbox. The Volusia County Sheriff's Office Bomb Squad utilized their robot to remove and

secure the package for disposal later. The contents of the package are still under investigation.

Units on Scene: Quint 92, Ormond Beach Police and Volusia County Bomb Squad.

Date: Thursday, December 30<sup>th</sup>

Address: 19 N. Yonge St., #69

Dispatch Time: 8:44 PM

Cleared Time: 9:06 PM

Incident Description: Responded to a structure fire in a tightly packed mobile home park. Upon arrival the unit was found with light smoke. The stove was destroyed and minor damage to the kitchen cabinets. No injuries.

Units on Scene: Quint 91, Quint 92, Rescue Engine 93, Battalion 90 and Volusia County Engine 13.

Date: Saturday, January 1<sup>st</sup>

Address: Arroyo Parkway and Nova Rd.

Dispatch Time: 2:38 AM

Cleared Time: 3:02 AM

Incident Description: Responded to a shooting. Victim was shot in the back on Fleming Ave as he was leaving the Rockin Ranch in his vehicle. The victim continued driving and stopped on Arroyo Parkway, just west of Nova Rd., in the County area. Patient was transported to the hospital as a trauma alert and later succumbed to his injuries.

Units on Scene: Quint 92

Date: Saturday, January 1<sup>st</sup>

Address: 51 S. Atlantic Ave.

Dispatch Time: 9:35 AM

Cleared Time: 10:46 AM

Incident Description: Responded to a commercial structure fire on the 7<sup>th</sup> floor of the Royal Floridian Hotel. A guest left an unattended cooking pot on the stove causing it to catch fire. The smoke and flames damaged the unit, burning walls, ceiling and appliances. The building was evacuated of guests and workers. Firefighters quickly extinguished the blaze and inspected the roof and ventilation system to rule out any further fire danger. The damage was contained to the one unit, with some smoke damage to adjoining units. One lane of A1A was shut down while rescue workers were on-scene. One resort worker suffered from minor smoke inhalation. No other injuries were reported.

Units on Scene: Quint 91, Quint 92, Rescue Engine 93, Volusia County Engine 14 and Daytona Beach Engine 3.

Date: Sunday, January 2<sup>nd</sup>

Address: 599 S. Atlantic Ave.

Dispatch Time: 5:42 PM

Cleared Time: 6:05 PM

Incident Description: Responded emergency for injuries from a fall. The victim had fallen down a flight of stairs and was considered a trauma alert. A firefighter paramedic assisted EVAC with patient care during transport to Halifax Medical Center.

Units on Scene: Quint 92, Ormond Beach Police and EVAC.

#### Operations

- A county-wide burn ban is in effect due to the dry conditions.
- The Flu Shot Program at Fire Station 91 ran from September 1<sup>st</sup> through December 15<sup>th</sup>. A total of 359 shots were administered for the year.
- Met with Volusia County Fire Chief regarding staging of county wildfire apparatus in our surrounding county fire stations.

Activities

- Updated 28 pre-fire plans.
- Instructed fire extinguisher training to employees of Boreland Grover Clinic.
- Held Fire Explorers training at Fire Station 92.

Training Hours

8	EMT Refresher Modules
1	Hazardous Materials
2	Hose & Equipment
5	Hydraulics
6	Preplanning
12	Pump Operations
9	Wildland Fire
3	Zones & Map Familiarization
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46	<b>TOTAL STAFF HOURS</b>

Human Resources

Staffing Update

Job Requisitions

- Public Works/Fleet Operations – Mechanic III
- Police-Police Officer
- Police-Police Lieutenant

Approved/Active Recruitment

- Police Dept - Community Service Officer
- Police Department – Victim Advocate Coordinator

Screening/Interviews Scheduled

- Leisure Services/Community Events – PT Community Events Technician

New Hires

- Leisure Services/Sports – PT Recreation Leader effective 01-03-11
- Fire Department – Firefighter/EMT effective 01-03-11
- Leisure Services – Office Assistant I will begin pre-employment processing 01-01-11

Terminations/Resignations/Retirements

- Police Department – Police Sergeant, retiring effective 01-28-11
- Police Department - Victim Advocate Coordinator resigning effective 02-25-11

Promotions

- Police Department - Sgt. promoted to Lieutenant effective 01-02-11
- Fire Department – Former Office Assistant II reclassified to Office Manager effective 1/3/11 (Office Assistant II position eliminated)

Transfers

- Temporary transfer of Evidence/Crime Scene Custodian to vacant Community Service Technician position effective 11-08-10

Employee/City Benefits Program Update

- The monthly results of savings for City residents from the National League of Cities Prescription Discount Card Program to help cope with the high cost of prescription drugs

is showing marked savings for those participating. Over 444 residents have utilized the program and have saved \$16,477.08 over six months.

- Deferred compensation - Nationwide Retirement Solutions representative conducted meetings for employees to plan for retirement savings on 01-06-11.

#### Training & Development Opportunities

- The Human Resources Department, in conjunction with the Center of Business & Industry at Daytona State College, is rolling out the first phase of the new LEAPS Academy for employees. LEAPS (**L**eadership, **E**thical Decision Making, **A**ttitude & Accountability, **P**rofessional Workforce, and **S**uperior Customer Service) will provide recurring employee learning programs targeted at reinforcing the City's core values. The first session of the supervisory training will begin 01-27-11. Look for more information and application to follow.

#### HR Process/Systems Issues/Improvements

- H.R. Office is in transition. New carpeting is installed and painting completed. New layout to be more open and professional.

#### Risk Management Projects

- Designing a centralized insurance review process for all purchases. Working with Finance to use a shared folder to store all certificates of insurance, which will be accessible to department personnel who coordinate purchases. Finance will distribute information on the process in January 2011.
- Coordinating substance abuse training for employees/supervisors with the Vince Carter Foundation/Sanctuary through Stewart-Marchman. Working on March 2011 training dates.

#### 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: - 27 New work - 30 completed - 31 in progress
  - Virus Protection: - E-mail spam and virus prevention via MX-Logic service

Total Inbound E-Mails	25,254	Inbound E-Mails Blocked	18,499
Delivered Inbound E-Mails	6,610	Quarantined Messages	145
Percentage Good Email	26.2%	Virus E-Mails Blocked	0

- Calendar Year 2010 Totals

Total Inbound E-Mails	2,736,879	Inbound E-Mails Blocked	2,291,528
Delivered Inbound E-Mails	433,508	Quarantined Messages	11,843
Percentage Good Email	15.8%	Virus E-Mails Blocked	20,832

Of the 2.7 million emails sent to someone at ormondbeach.org, only 15.8% or 433,508 emails were forwarded to our system for delivery. Nearly 2.3 million were blocked as SPAM or had some other flaw. Without the use of the MXLogic service, our users would have been bombarded with SPAM and we would have had to archive the extra 2.3 million emails for 3 years.

- Notable Events: None.

### **Geographical Information Systems (GIS)**

- Addressing Additions: 3 Changes: 0 Corrections: 12
- Map/Information Requests: 1
- Information Requests from External Organizations: 1
- CIP Related Projects (pavement management, project tracking map): 0
- Notable Events: None.

### **Leisure Services**

#### **Administration**

- Public Works staff meeting
- City Manager staff meeting
- City Commission meeting
- Athletics Maintenance staff meeting
- Project ROMP meeting
- SONC meeting
- Stanley Steamer meeting

#### **Athletics**

- Seabreeze High School boys' and girls' soccer continued practicing this week on Monday through Thursdays at the Sports Complex, fields #6 and #8. They practiced daily from 3:30 to 5:45pm.
- City's Girl's Basketball Program continued their game season this week, on Monday through Friday night, 6 to 9pm, Nova Gym.
- OBYBA Boys' Basketball Program also continued games this week at Nova Gym and at South Ormond Gym. Games were on Monday, Wednesday and Friday nights, 6 to 9pm, and Saturday morning from 9am to 2pm. They also had games at Nova Gym on Monday through Friday night at 6 and 7pm.
- River Bend Academy hosted their final game this week on Monday, 5pm, at the Sports Complex.
- The City's Men's Winter Softball League will be starting game play next week, January 10<sup>th</sup>, at the softball quad. Ten teams are currently signed up.

#### **Athletic Field Maintenance**

- Mowed South Ormond outfield, prepped infield.
- Cleaned South Ormond Rec. tennis, basketball and handball courts.
- Mowed infields and outfields at Nova Park.
- Cleaned Skateboard Park.
- Cleaned Nova tennis and handball courts.
- 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 the baseball fields 3 times a week now that the rye grass is coming up.
- Continued to work on all clay areas of Nova park ball fields.
- Prepared baseball fields to host the annual baseball umpiring school.
- Worked on various irrigation problems that came up.

#### **Senior Center**

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

#### Performing Arts Center

- Staff prepared for rehearsals of Theatre Workshop “Guys and Dolls” (Tuesday, Thursday). Staff prepared for “Legends of Doo Wop” show (Friday). Staff prepared for “Booth Brothers in Concert” (Saturday).
- 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:
  - Legends of Doo Wop, Friday, January 7th, 7:30pm, - \$30-\$50
  - Booth Brothers In Concert, Saturday, January 8th, 7pm, - \$16

#### South Ormond Neighborhood Center

- Splash pad closed until Spring
- Open weight room during Center hours
- Neighborhood Park opens sunrise until 11:00 pm
- Open Play 11:00 am until 8:00 pm

#### Community Events

- Weekly administrative tasks and office work
- Attended events meeting
- Scheduled interviews for part time Community Events technician
- Cleaned out area for storage of new sound equipment
- Cleaned upstairs storage area
- Completed follow-up notification of parade winners, W9 form
- Reorganization of holiday items
- Began planning process for Art In The Park

#### Gymnastics

- Classes resumed after holiday break
- New students registered for second half of session
- Office renovations complete; new carpet, desk and paint
- New sinks installed in the restrooms
- Preparations for boys’ first competitive meet

#### Nova Community Center and Special Populations

- FitGyms conducted their personal training, tennis lessons and FitMoms.
- Regular classes continued throughout the week including Jazzercise and “Take Off Pounds Sensibly” (TOPS).
- 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 winter programs including the Activity Class and Miss Debby’s Dance Classes.
- Girls Basketball was on Monday through Friday evening and on Saturday from 9:00 am until 2:00 pm in the Nova Community Center gymnasium through the Athletics Division.

- Preparation and planning began for the Shining STARS Pageant and Fashion Show which included taking inventory, organizing supplies and equipment, completing the registration packet and attending a planning meeting.
- Planning began for Challenger Volleyball including developing the lesson plans, inventory and organizing supplies and equipment.
- Mail outs were sent for all Special Populations programs and events for the winter and spring season.

#### The Casements

- Tours continued this week from 10:00am to 4:00pm daily.
- Began holiday cleanup throughout home.
- Carolyn Land's "from Scales to Symphony" Art Exhibit Hang, Monday 1-4pm.
- Yoga classes resumed, Tuesday 10:30am - noon.
- The Casements Coordinator met with Maggie Sacks to discuss Annual Mainstreet Meeting to be held at The Casements next week, Tuesday 3-4pm.
- Casements staff assisted Community Events staff to load and unload trailer with holiday items for storage.
- Casements staff took down outside decorations at Ames House used during the Historic Tour of Homes and throughout the holidays.
- Ormond Beach Garden Club general meeting, Wednesday 9:00am to noon.
- Zumba Classes continued this week on Tuesday evening from 6:00pm to 7:00pm.
- Pilates Classes Tuesday and Thursday afternoon from 3:30pm to 4:30pm and Wednesday and Friday mornings from 8:30am to 9:30am.
- Casements staff previewed the movie feature for this Friday's "Movies on the Halifax" on Wednesday.
- Staff assisted with the weekly Farmers' Market on Thursday from 12:00pm to 5:00pm
- Staff decorated for the upcoming Starry, Starry Night.
- Staff set up for Starry, Starry Night including set up for the Ormond Beach Historic Society who will be using the dance room inside The Casements during the event.
- Starry, Starry Night, the 22<sup>nd</sup> annual gallery walk between The Casements, OB Historical Society and Ormond Memorial Art Museum will be Friday night, January 7th from 6-8pm. Free admission, free refreshments and live entertainment. "Opus 5" will be featured at The Casements with artist, Carolyn Land's "from Scales to Symphony" exhibit.
- "Movies on the Halifax" featuring JUMANJI will begin at 6pm in Rockefeller Gardens. Admission is free, refreshments available for sale.
- Staff will reset The Casements for a wedding reception on Saturday, after Friday's events.

#### Parks and Irrigation

- Turned off water in preparation for freeze
- Turned on water at all irrigation sites
- Replaced 3 spray heads at City Hall
- Replaced 2 spray heads at Central Park II

#### Building Maintenance

- Removed urinals for renovations at Nova Rec. baseball restrooms
- Cleaned condenser coils for ground units at the Casements
- Repaired vandalized fence at the Nova Skate Park
- Repaired electric door locks at Central Park I
- Repaired lighting at the joint permit counter at City Hall
- Repaired decorative fountain pump at Hospital Park
- Repaired leaking drain line at Fleet maint.
- Patched holes and cracks in the skateboard park at Nova Rec.
- Removed damaged snowflake from in front of Billy's Tap room

- Replaced batteries for the solar sign light at the Hidden Hills entrance
- Repaired two street lights on Granada Blvd.
- Repaired broken bleacher, decking, and hand rail at the S.O.N.C.
- Repaired lighting in the generator room at the Water Treatment plant
- Hung new bulletin board in the mailroom at City Hall
- Repaired lighting in the VFD room at the Water Treatment plant

## **Police Department**

### Administrative Services

- Property and Evidence Room audit and inventory has been completed. Final report for staff review is now being prepared.
- Attended weekly Department Head staff meeting.
- Attended Ormond Beach Elementary DARE Graduation
- Attended meeting with City auditors regarding Property and Evidence procedures
- Attended Volusia/Flagler Police Chief Association executive board meeting.

### Community Outreach

- Recreation Leader, Belinda Legut and Athletic and Activities Specialist Avery Randolph escorted 12 youths to the State of Florida Association of Police Athletic Leagues to the Annual Youth Leadership conference. The conference began on Thursday, January 6<sup>th</sup> and continues until Sunday, January 9<sup>th</sup>.
- Youth Directors Council member Marissa Moss was selected as the State of Florida Police Athletic League Girl of the Year. Her award will be presented on January 9<sup>th</sup> during the Youth Directors Conference.
- A meeting was held with teachers for the Enviro-Watch program to be held at Ormond Beach Elementary Beginning in late February.
- Schedules were finalized for R.E.A.D. at Ormond Middle School and Tutors R Us.
- Youth Basketball teams were organized for participation in the State of Florida Association of Police Athletic Leagues Regional Basketball tournament to be held in New Smyrna Beach, February 5<sup>th</sup>.

### Community Services & Animal Control

- Animal calls responded to: 70
- Animal Bites: 2
- Animals to FHS: 1
- Reports: 3
- Unaltered Animal permit: 7
- Animal Traps: 3
- Sick Wildlife: 7

### Criminal Investigations

- Cases Assigned: 17
- Cases Cleared by Arrest/Complaint Affidavit: 3
- Cases Exceptionally Cleared: 1
- Inactive: 2
- Burglary Residential: 4
- Larceny Car break: 6
- Grand Theft: 2
- Auto Theft: 2
- Offense Against Family/DCF Reports: 0
- Missing Persons: 1
- Recovered Missing Persons: 1

- Homicide: 1

#### Comments

- Homicide: A shooting occurred at the Rock N Ranch located at 801 S. Nova Rd. Chris Pursley went to the location and fired multiple shots into a vehicle as it attempted to leave the parking lot. The vehicle had two occupants in the vehicle and the driver was killed after being struck by multiple bullets. The other passenger (Pursley's wife) was struck with flying glass during the shooting. The shooter barricaded himself in his residence on Fir St. in Ormond Beach and the residence was surrounded by Ormond Beach police and Sheriff's deputies. After a several hour standoff the shooter surrendered and was placed under arrest. Investigation continues.

#### Crime Trends:

- Numerous smash and grab burglaries from parked vehicles

#### Records:

- Walk - Ins / Window 119
- Phone Calls 171
- Arrest / NTA'S 13
- Citations Issued 153
- Citations Entered 133
- Reports Generated 132
- Reports Entered 140
- Mail / Faxes / Request 78

#### Patrol

- Total Calls 1,206
- Total Traffic Stops 151

#### Operations

- 12/30/10 – Burglary -business, N. Nova Rd, Volusia Memorial, maintenance building was forcibly entered, power equipment was stolen.
- 12/30/10 – Burglary -business, Lincoln Ave, Lincoln mini-warehouse, another unit, #6, was discovered forcibly entered.
- 12/31/10 – Car Break at the rear of 138 S Nova Rd. Window smashed out and empty computer case stolen.
- 12/31/10 – Car Break - two at Gold's Gym, 333 W Granada Blvd. Both vehicles had windows smashed out and purses stolen.
- 12/31/10 – Car Break - Peninsula Dr. Unlocked vehicle. Suspect fled on foot.
- 12/31/10 Larceny Grand at Wal-Mart, W Granada Blvd. Two arrests for stealing two televisions. Officers also recovered a stolen vehicle that suspects had driven to store. Holly Hill PD responded and charged one defendant with auto theft.
- 12/31/10 - Stolen Vehicle – vehicle fled from OBPD south on Williamson Blvd. We did not initiate a pursuit. VCSO made contact with the vehicle in their jurisdiction and they were able to stop stick it.
- 12/31/10 – Burglary - residence S Ridgewood Ave., a suspect entered through window and stole TV and jewelry.
- 12/31/10 - Grand Theft - customer at nail salon in Wal-mart removed jewelry and left on counter. The rings were stolen while customer was still there. Another customer, who had left prior to arrival, was identified as possible suspect. Officers located suspect on beachside and recovered rings. Victim then chose not to prosecute.

- 12/31/10 - Hit & Run at Outrigger Hotel, 215 S Atlantic Ave. Extensive damage to the building. Officer followed up with vehicle owner in Georgia, later determined to have been stolen.
- 12/31/10 - Accident at Biltmore Drive involving a newspaper delivery person, no injuries
- 1/1/11 - Homicide/shooting at the Rockin' Ranch. Suspect barricaded himself into his house on Fir St. and eventually came out without incident 4 hrs. later. VCSO SWAT, CID, VCSO Crime Scene responded.
- 1/1/11 - Burglary-residence, Highland Ave., forced entry, laptop stolen
- 1/1/11 - Battery – Domestic Violence @ Bryant St. One arrest.
- 1/1/11 - Stolen Vehicle – motorcycle - green Kawasaki 125 race dirt bike. Stolen out of a pick up truck on Harbour Lights Drive
- 1/1/11 - Stolen Vehicle 1997 blue Ford 4 door stolen @ Pine Street
- 1/2/11 - Accident - Granada Plaza - Parking lot crash – arrest for DUI
- 1/3/11 - Car Break - Wal-Mart, 1521 W Granada Blvd., golf clubs stolen from vehicle.
- 1/3/11 - Car Break - Dartmouth Trace, GPS stolen
- 1/3/11 - Stolen Vehicle recovered on Pine Street.
- 1/3/11 - Burglary-residence, S Halifax Dr possible entry with a key; cash and drugs taken.
- 1/3/11 - Stolen Vehicle, white & blue dirt bike Lincoln Ave, from mini storage.
- 1/3/11 - Fugitive arrest – turned himself in at OBPD.
- 1/4/11 - Burglary –Tropical Ln. - resident returned from vacation yesterday and noticed money and jewelry were missing from the home.
- 1/4/11 - Car Break - two at Main Trail - Racquet Club. Windows smashed and purses/bags stolen, credit cards used in Ormond area. Purse later recovered in dumpster.
- 1/4/11 - Car Break at S Ridgewood Ave, church parking lot; window smashed and purse stolen. Owner parked and walked across street to school to pickup child.
- 1/4/11 - Burglary - residence at Dix Ave; house is under foreclosure, one week time lapse, some small items stolen and inside ransacked.
- 1/5/11 Car Break - N Ridgewood Ave, unlocked, FL drivers license, insurance card and credit card taken; time lapse overnight.
- 1/5/11 - Grand Theft @ Ross Store W Granada Blvd., employee stealing money, arrest made.

Traffic Unit:

- 10-12-00357: Crash w/Injury, Hand Avenue / Nova Road. Northbound SUV (being test-driven from a car lot) ran a red light and was struck by an eastbound minivan. Victim driver transported to the hospital. Car lot owner notified. Driver charged with running a red light. Intersection blocked for about 35 minutes.
- 10-12-00450: Crash w/Serious Injuries, 220 N. Nova Road (Publix parking lot). Elderly driver in a pickup truck struck and ran over an elderly pedestrian crossing the parking aisle. She suffered a head injury and the bottom of her leg was nearly severed. Driver charged with failure to yield.
- 10-12-0045: Crash w/Injuries, Hand Avenue / Clyde Morris Blvd. Northbound vehicle ran a red light and struck another vehicle going westbound. Victim driver transported to the hospital. Major damage. Driver charged with running a red light. Intersection blocked for about 45 minutes.
- 10-12-00473: Crash w/Serious Injuries, 4 N. Perrott Drive. Motorcyclist lost control for unknown reason (likely to be over-acceleration), and caused him to eject onto the pavement. Severe head injury / no helmet, victim is recovering.
- Sergeant Smith assisted the Training Unit with new hires and firearms qualifications.
- Traffic Unit actively enforced illegal parking in shopping areas during the holiday season.
- Proposal to create a DUI officer position completed. We are soliciting interest for the position this week.
- Handled billing complaint from Arrow Wrecker Service.

- After-action report from Holiday Parade is complete.
- New crash reporting in effect. Unfortunately, we have no electronic option available.
- We've been working on three traffic fatality investigations. None of them are going to result in criminal charges, and we hope to have them closed by the end of next week.
- Our new Kawasaki motorcycle was accidentally shipped to Tennessee. We're still waiting for it to arrive.
- Traffic Citations 115
- Parking Citations 3
- Crash - No Inj. 11
- Crash - Injury 5
  - Self-Initiated Enforcement Locations:
    - 1500 BLK N. Beach Street
    - US 1 / SR 40
    - 800 BLK Wilmette Avenue
    - Airport Road
    - N. US 1
    - SR A1A
    - PARKING VIOLATIONS – SHOPPING AREAS
  - Enforced Complaints:
    - Central Park area (Division, Hand, Fleming)
    - 100-500 BLK Clyde Morris Blvd.
    - Ormond Lakes
    - Riverside Drive / Casements Drive (Stop Sign)
    - 6 Woodlands Blvd.
    - Total Citations Issued on S.T.E.P.: 75

### **Neighborhood Improvement**

Weekly inspection statistics by Commissioner Zones

- Zone 1: 7 Cases Initiated
- Zone 2: 0 Cases initiated
- Zone 3: 2 Cases initiated
- Zone 4: 3 Cases initiated
- 4 tree removal permit requests
- 34 signs either removed or sign cases created.
- Administrative staff assisted with fifty-five (55) telephonic inquiries.

### **Public Works**

#### **Engineering**

Construction Projects:

- US1 Forcemain Extension Phase II- Contractor installed scaffolding on bridge pier caps.
- Water Treatment Plant Dist. System Phase II- New watermain has been installed from the south end of the water treatment plant to US1 and Division Ave.
- Main Trail Bridge- Inspection completed project sent FDEP permit.
- Hull Road & US1- Held pre-construction meeting.
- 2010 Roadway Resurfacing- Thermo-plastic striping was installed on newly resurfaced roads. Project overall is 95% complete.
- Rima Ridge Wells 54, 55 & 56- Contractor has each well developed, building pads have been constructed and utility tie-ins.
- SR40 Sidewalk / Trail Phase I- Received time extension for close out.
- South Ormond Neighborhood and Gymnastics Centers Improvements- Contractor completed final punch-list items and the project is now complete.
- Nova Passive Parks- The contractor is scheduled to begin work on 1/10.
- City Hall Parking Lot Repairs- The contractor is scheduled the begin work on 1/8.

Design Projects:

- Alcazar-Buena Vista Area Drainage Improvements- Design is approximately 90% complete. Responded to RAI from County for proposed utility crossing on S. Beach St.
- Airport Road Forcemain Extension- Phase 1 of the project, from Nova Road up US1 and down Airport Rd to the River Bend golf course design plans are 90% complete. The Phase 2 design plans are being further reviewed and revised by staff and the consultant.
- Tymber Creek Widening- Staff investigated the feasibility of completely relocating the City's utilities out from beneath the proposed widening as per the County, and had a follow-up meeting with County staff to discuss.
- OBSC Boundless Playground- The bid award is scheduled.
- Ormond Scenic Loop- Contract issues resolved with Consultant.
- Fire Station 94 Sprinklers- Prepared and submitted City Commission memo for award.
- SRA1A to Nova Interconnect- Received signed Right of Way certification from FDOT.
- SR40 A1A to Beach St.- Attended pre-construction meeting.
- SR40 Sidewalk / Trail Phase III- Processed additional design and permit submittal for FDOT.
- CCTV Surveillance- Airport, Nova Field & Sports Complex- Work on design of projects.
- Ormond Crossings IJ/LAP- Received time extension.
- FDOT Mast Arm Replacement on SR40- Forward LFA for FDOT's execution.
- Granada Bridge Decorative Pole Replacement- The materials have been ordered and the installation bid award was approved.
- Vining Court Parking Improvements- The project was advertised for competitive bids on 12/5.
- Downtown Wayfinding Signage- The bid award is scheduled for the 1/18 City Commission agenda.
- Tarpon Sculpture Installation- Staff is seeking different installation methods as the proposals are over budget.
- Wooden Pedestrian Walkway Lighting Replacement - The material purchase bid award is scheduled for the 1/18 City Commission agenda.
- Stormwater Study – Staff is working with FEMA to incorporate Phase I recommendations into the existing approved HMGP grant for Hand Avenue.

Administration:

- Issued 986 John Anderson Dr revetment permit.
- Issued 18 Cameo Cir revetment permit.
- Reviewed 406 Airport Rd for grading/fill permit requirements and pond.
- Prepared project invoices/pay requests totaling \$92,062
- Prepared work authorizations totaling \$14,760
- Prepared requisitions/PO's totaling \$24,193

Meetings:

- FDOT Pre-Construction on Hull Rd and US1 intersection left turn lane.

Customer Service:

- Addressed customer concern regarding condition of a residential roadway.
- Addressed residents concern regarding potential drainage problems created by elevation differences between properties in Talaquah Subdivision.

- Researched and located documents to provide ditch bottom elevations throughout Airport Business Park for upcoming stakeout. Requested by Stormwater Division.
- Researched Halifax Dr. right of way width for consultant request.
- Reviewed 309 Airport Rd. with Mr. Bailey on regarding culverts in his property.
- Assisted Streets Division on Tomoka Oaks and St Andrew Dr.

Other:

- 31 projects were inspected.
- Addressed 40 N. Yonge St. illegal dumping.

**Environmental Management Division**

**Street Maintenance**

Asphalt / Concrete

- Cut asphalt at Nottingham and River Bluff
- Cut concrete at 97 Oxbow and 131 Horseshoe and 108 Essex
- Repair concrete southwest drain apron
- Grind down trip hazards at Ames Park, CPI, Fortunato Park, Vander Park

Tree Crew

- Trimming at City yards and City Hall (including Corbin School parking lot)
- Trimming Nova Rec trees
- Flags and trimming, Granada Bridge
- South 40 tree trimming

Maintenance Crew

- Rotated Special Event Bridge signs
- Debris cleanup on Granada Bridge and Memorial Gardens and Fortunato Park, and all Boat Ramps
- Repaired pot holes on Iroquois, and Country Club
- Repaired radius with lime rock on Fleming at Parque
- Road grading all parks, Airport Sports, Old Tomoka
- Printed daily work orders and distributed for job assignments
- Reworked loose anchors on Granada Bridge Sign
- Streetscape Banners, Granada Blvd., changed to "Birthplace of Speed"
- Grade canoe boat ramps, Central Park III and IV
- Took outgoing daily mail to City Hall and brought back mail for various sections at Public Works

Sign Shop

- Checked various locations for damage or signs needing to be replaced
- Installed HIP (high intensity prismatic) 25 MPH signs:
  - West side Division Avenue west of S. Ridgewood Ave.
  - Installed new HIP street names at intersections along S. Ridgewood
    - Fairview Ave & S. Ridgewood Ave.
    - Live Oak Ave. & S. Ridgewood Ave.
    - Arroyo Pkwy. & E. Ridgewood Ave.
    - S. Capri Dr. & S. Ridgewood Ave.
    - Arbor Dr. & S. Ridgewood Ave.
    - Salvador Pl. & E. Ridgewood Ave.

## **Stormwater Maintenance**

### Maintenance Crew

- Locates citywide
- Basin cleaning – all zones due to rain
- Pump stations inspected and operational
- Carp barriers cleaned and inspected
- Inspected system at Ormond Ocean Homes with their HOA staff
- Cleaned up cooking oil spill on Marvin Road and Milsap Road at Peppers Restaurant
- Dug swale with Gradall at 213 Osceola Avenue
- Mowing ditches at Industrial Park
- Reachout mower – Tennessee Ave, Arroyo Pkwy, Buckskin Lane
- 1110 and 1113 John Anderson Drive – pipe repaired
- Cleaned out all basins and storm pipes, attached to those properties, including outfall

### Street Sweeping - Streetsweeper

- 134.7 miles of road cleaned
- 52.0 cubic yards of debris removed

## **Fleet Operations**

Mileage Traveled by all City Departments for the week:  
30,539

### PM Services completed for the week:

Emergency Vehicles and Equipment  
14

Non-Emergency Vehicles and Equipment  
27

### Road Calls for the week:

1

### Accidents for the week:

0

### Quick Fleet Facts:

Fleet currently has 7,141 gallons of diesel and 9,343 gallons of unleaded fuel on hand.

## **Utilities Division**

### Projects Summary

- Received SJRWMD request for additional information (RAI #2) upon review of the City's Consumptive Use Permit (CUP) Compliance Report initial RAI response submittal. Preparing feedback to District.
- 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. Responding to recent information request concerning program from Department of Health and performing repairs and upgrades per inspection report outstanding items.
- Airport Road Force Main Extension – Met with Finance and Economic Development Directors for discussing estimated cost proposal prepared by project design consultant for Riverbend GC irrigation system future considerations.
- Chemical Bids FY 2010-2011 –Polydyne, Inc. was approved by the City Commission to supply polymer to the wastewater plant because of the unresponsiveness of the low bidder, Innovative Formulations.

- Fire Hydrant Replacement Program – Fire hydrants are being replaced on Beach Street. Some customers were affected by outage for more than one day due to flushing and clearing of mains upon completion of near vicinity shutdown. Water Distribution staff responding to all customer inquiries.
- Ormond Beach Wastewater Treatment Plant Rehabilitation Project – Staff will prepare Change Order #2 upon successful demonstration that ragging at the influent pump station (IPS) is eliminated or reduced to a reasonable frequency. Pumps continue to show intermittent clogging due to rags and lack of final disposition delays issuance of substantial completion for this remaining project item. Rags and sludge debris were removed from the IPS wet well by Chaz Equipment Services during the week. Due to the excessive quantity and water content of rags encountered, a septic tank hauler was hired to assist proper disposal of the removed rags and sludge. Pump and water level operating ranges will be varied to determine capability of influent pumps to pass rag materials with now clear wetwell conditions. A visual inspection of receiving bar screens will be one method used for determining the pumps capability to pass certain solid materials.
- Ormond Beach Wastewater Treatment Plant Expansion–Corrective measures identified in contract to eliminate partial clogging in the influent pipe to clarifiers is being discussed for placing into contractor’s work effort sooner than originally intended. Staff provided the contractor additional information for clarification of the project scope. A video will be provided so the contractor can share the information with the prospective firm that will perform the clarifier influent line cleaning. A preliminary cost proposal was provided by the Contractor for performing the obstruction removal activities as required by the contract conditions for this allowance item of work.
- Gravity Sewer Pipeline Repair – Chaz Equipment Company will begin manhole rehabilitation of State Road 40 this week after the IPS wetwell cleaning is completed.
- Water Treatment Plant High Service Pump Station VFD Conversion - Record drawings were received from the contractor in order to close out the project. These drawings are being reviewed.
- Lift Station Repair and Replacement Project. The doors 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. A revised pay request #14 was received and the Legal Department is assisting Utilities staff for determining appropriate processing of the recent pay request. A request was received from the contractor’s attorney to pay for the precast concrete structures that were delivered. An invoice and verification of materials delivery is required before this request can be considered.
- Root Control Services –The contractor indicated he will be starting in mid January. A purchase order was prepared and sent to the contractor. A draft web notice to customers regarding project is being prepared.
- SJRWMD – The 2010 Annual Water Supply Plan update was submitted to the water management district.
- Tiffany Circle Water Main Replacement – Received a set of plans for submittal to Volusia County for a Right-of-Way Use Permit.
- Town Square and Lift Station 4M1 Rehabilitation – A field visit to the lift stations was performed to assist design understanding. Information was given to the Engineering Division to begin drafting the plans.
- Tymber Creek Road Phase 1 –The disposition of the existing utilities underneath the road was discussed with the County. The new force main will be allowed to remain underneath the new pavement. The County wants the water main to be moved into the unpaved area of the right-of-way. Field verification of the existing utilities and proposed traffic signals was performed. Excavation of the area around the poles showed a potential conflict with the raw water main at the southeast corner of Tymber Creek Road and State Road 40. The County indicated willingness to redesign plans to move the proposed pole location to eliminate the conflict with our large raw and potable water mains in this area.

- Water Plant Aerator Rehabilitation –McKim and Creed provided a proposal to prepare plans and specifications to bid the project. This proposal is being reviewed.
- Water Plant SCADA – A proposal was received 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. This proposal is being reviewed.
- SPRC - Plans for Eagles Lodge, Stor-It and Sunrise Cove plat were reviewed. An SPRC meeting was held to discuss the Brown Thompson Commercial Site, Garden Plaza Stor-It and McNamara Warehouse. The McNamara Warehouse does not have fire protection and may require a main extension to receive service
- Coordinating alternative contract arrangement for biosolids transportation, treatment and disposal services and collective bid for these services with the City of Daytona Beach. Addendum #3 is incorporated into Daytona Beach advertisement for bids to be received on January 5, 2011. Awaiting receipt of bid tabulation from Daytona Beach purchasing staff.
- Responded to Lakebridge POA concerning excessive sewer billing charges and potential metering solution for consideration awaiting customer feedback.
- A large repair activity for repairing 2" force main service under SR 40 was scheduled for the morning of Jan 6 but was delayed due to inclement weather. A somewhat extensive traffic plan was required to support the effort. Activity is being rescheduled.

### **Utilities Division**

#### **Water Distribution**

- Replaced 19 residential meters
- Installed 1 new water service, and located 1 service for meter readers
- Responded to 25 water service leaks
- Flushed 8 cloudy water complaints
- Replaced/repared 8 water services (2 under road), and 16 meter boxes
- Tested 10 city owned backflow preventers, Repaired 7 BFP's all tested good
- Fire hydrants: repaired 2 leaking fire hydrants, Picked up 1 fire hydrant that was removed due to the water main replacement on Division Ave
- Rescinded boil water alert for the Orchard St (2), Central Ave, Tomoka Oaks Blvd due to fire hydrant replacements, and Oxbow Trail, Sea Swallow Dr, Juniper Dr, University Cir due to main breaks
- Assisted plumbers with fire line shut downs for repairs at 880 Airport Rd and 576 S. Atlantic Ave
- Located valves for future fire hydrant replacements on N. Beach St and S. Beach St
- Cleaned and restock all trucks

#### **Water Treatment**

- Delivered to the City 38.129 million gallons for the week ending January 2, 2011 (5.447 MGD)
- Backwashed 13 filters for a total of 547,000 gallons backwash water.
- Produced and hauled 54 wet tons of dewatered sludge.
- Operated north & south plant generators for routine PM.
- Sampled and cleared for rescinding three Precautionary Boil Water notices associated with the fire hydrant replacement project.

#### **Waste Water Collection - Reuse**

- Forty-seven manholes have been rehabilitated by Chaz Equipment. Contract ongoing.
- Crews set up equipment and assisted Chaz Equipment's pump bypass and rag and debris removal activities at WWTP Influent Pump Station.
- Scheduled 2 inch force main service repair on SR 40 west of I-95 with FDOT, Bob's Barricades and Streets Division. Rescheduled work for Friday Jan 7 in early a.m.
- Assisted Water Dept. with water main break on SR 40 and FEC RR.

- Checked irrigation system at Breakaway and Hunters Ridge.

#### Waste Water Treatment

- Domestic - Industrial Wastewater flow was 24.32 Million Gallons for week.
- Produced 11.43 Million Gallons of Reuse
- Produced 12.89 Million Gallons of Surface Water Discharge
- Influent flows average for the week 3.47 MGD, plant designed for 6 MGD
- Hauled tons of sludge 110.41 (14%-18% Solids).
- 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

- Assisted with repair to 6" broken raw water line at Water Plant, also repaired damaged electric line.
- Installed new signal isolator to Hypo-chlorite generator system.
- Checked and reset well 33H.
- Rebuilt roller assembly and installed on Lime Slurry pump #1.
- Installed hatch and valve on Claricone #2.
- Installed High Service pump motor on #4 and turned over to Operations.
- Installed 24" saddle and valve on Claricone #2 intake line, also repiped polymer feed system and removed obsolete underground piping.
- Rebuilt air actuator on High Service pump #6.
- Replaced fuses on HSP #6.
- Ran LPRO and Lime softening back up generators, tested ok inspected system after run.
- 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.
- Cleaned shop and put away spare parts.

##### Wastewater Plant – Lift Stations – Reuse System

- Reset Laurel Oaks RTU due to power failure.
- Installed 250 amp circuit breaker to liftstation at Breakaway Trails.
- Replaced motor starter fuse for Aerator at Wastewater plant.
- Replaced indicator bulbs in MCC room at Wastewater plant.
- Adjusted parameters on VFD at Sandy Oaks Liftstation to auto restart after power failure to decrease likelihood of overflows due to VFD faults.
- Replaced alarm system to PEP System 60 Shadow Creek Way.
- Assisted collections crew at Wastewater plant with clarifier – splitter box piping camera activities.
- Performed PM service to Reuse HSP equipment
- Assisted contractors with plant rehab activities
- Assisted operations staff cleaning tele-valves on clarifiers.
- Assisted operations deragging influent, recycle and RAS/WAS pumps.
- Performed PM Service to plant equipment.
- Deragged 4 submersible aerators.
- Monthly PM's to 25 Liftstations (cleaned and deodorized) also continuing with monthly valve exercise program.
- Annual PM's to 6 Liftstations. Pulled pumps check/replace impellers.
- Utilities Division completed 94 work orders as reported in MP2 computerized maintenance management system, of which 64 were PM work requests and 30 were repair work orders.