

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report

Date: January 28, 2011

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:

- Held weekly staff meeting with directors
- Conducted exit interview with Sgt. Corn who is retiring the end of this month.
- Held weekly meetings with HR Director and Police Chief
- Held bi-weekly meeting with Economic Development Director
- Met with Assistant City Manager and Utilities Manager on FL Congress Central Florida Regional Water Strategy.

Spoke to, attended and/or met with:

- Attended Ormond Beach Chamber Annual Banquet
- Attended the Civic League annual dinner meeting
- Attended the Native American Festival
- Met with City staff and several business owners on the US1 corridor regarding the code issues and corridor beautification.
- Attended Rotary meeting
- Attended United Way Board of Directors meeting
- Attended Team Volusia board meeting
- Attended Volusia County Managers meeting
- Attended Budget Advisory Board meeting
- Attended Ormond Beach Historical Society annual dinner meeting
- Met with City staff and Mark Burgess, CDM, regarding the water treatment plant.
- Attended Volusia League of Cities dinner meeting

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):
 - Budget Advisory Board
- Prepared packet material for the February 1, 2011, City Commission meeting and Joint NIAB Workshop.

Community Development

Planning

- Staff met with Volusia County and Votran staffs regarding the City's multi-modal strategy and the mobility fees which replace Volusia County's impact fee assessments on development within the Transportation Concurrency Exception Areas. The City is to be invited along with Votran to a Volusia County executive staff meeting to discuss the mobility fee and its impact on the County's road program. Volusia County will need to

- make accommodations for the City's mobility fee authorization since state law required the City to adopt a mobility strategy and fund it.
- Staff met with Tomoka Holdings (Ormond Crossing) to discuss the alternatives contained in the draft Modification Justification Report. A memo outlining options and a recommendation will be forthcoming.
 - Staff reviewed the Efficient Transportation Decision Making (EDTM) screening tool of review agency determinations regarding Hand Avenue Extension regarding NEPA issues. There is a special meeting called by FDOT for February 14th to discuss and perhaps review the strategy of moving forward regarding Hand Avenue Extension RFP as a result of the review agency determination comments.

Building Inspections, Permitting & Licensing

- 47 permits issued with a valuation of \$190,405.00
- 133 inspections performed.
- 47 new business licenses issued

Development Services

- No new applications or re-submittal applications have been received by the SPRC for review

Economic Development

Ormond Crossings

- Tomoka Holdings has submitted their latest revised Master Development Plan for staff review.
- Staff met with Tomoka Holdings and their consultants to discuss the draft Interchange Modification Report. Although a modified or new interchange is not financially feasible as funds for such a project have not been identified, Tomoka Holdings will be providing the transportation consultants with an estimate of the value of the land for FDOT 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 approved the plans and application for the conduit project and work is underway.

Ormond Beach Chamber

- Staff meets monthly with the Chamber's Economic Prosperity Committee to provide an update on the economic development projects.
- Staff is working with the Chamber and local banks to develop a Small Business Loan Pool to provide capital to new and existing Ormond Beach businesses. The program may also include a partnership with the Small Business Administration.

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 and will be meeting with Energizer senior staff next week.
- Staff continues working with Putnam State Bank and a prospective buyer of the Billy's Tap Room property regarding reopening and renovating the restaurant. Although staff worked with a potential buyer, the Bank has decided to pursue a lease with a company that owns and operates a restaurant in DeLand. Staff is arranging a meeting with the potential lessee to discuss the property improvement program and other issues in reopening Billy's Tap Room.

Special Economic Development Projects

- Team Volusia Economic Development Corporation (TVEDC) is working with staff of a number of economic development initiatives.
- Staff met with economic development and airport managers from DeLand, New Smyrna Beach and Flagler to discuss economic development of general aviation airports. Staff will be providing the Commission with a report on the activities at neighboring airports.

Airport Operation and Development

- Staff received and distributed executed copies of a work authorization between the City of Ormond Beach and Hoyle, Tanner & Associates, Inc. regarding design services for the relocation of Taxiway "E."
- Staff continued to work this week to prepare a formal request to FDOT to provide a supplement to the JPA 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 has been advised that the Daytona Beach International Airport plans to close runway 7L-25R next week from 11:00 PM to 6:00 AM daily for the duration of the week, in order to facilitate construction of an instrument landing system. It is not anticipated that this temporary runway closure will increase traffic at the Ormond Beach Municipal Airport.
- Staff received FDOT approval of extension requests for existing Joint Participation Agreements (JPAs) to fund projects to relocate Taxiway "A," renovate Taxiway "C," and construct a public use heliport.
- Staff has been advised that a company named Stratus Helicopters is proposing to conduct operations consisting of helicopter rides during "Bike Week" within the Class D airspace surrounding the Ormond Beach Municipal Airport, in a fashion similar to operations conducted last year. Staff has recommended that Stratus Helicopters send a representative to the air traffic control tower to arrange coordination of their operations with ongoing operations at the airport.
- Staff was contacted by the FAA and advised that all updates to airport improvement projects planned for FY2012 through FY2014 are due by mid-February of this year. Staff worked with representatives of Hoyle, Tanner & Associates, Inc. to verify that all such updates are current.
- 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 anticipates bid advertisements for this project will be published by mid to late February of this year.
- 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 28 Journal Entry Batches (# 1400 – 1481).
- Approved 10 Purchase Requisitions totaling \$34,932.67.
- Issued 16 Purchase Orders totaling \$119,741.10.
- Prepared 138 Accounts Payable checks totaling \$199,533.23 and 22 Accounts Payable EFT payments totaling \$390,270.17.
- Processed 3,746 cash receipts totaling \$869,898.55.
- Processed 582 utility bill payments through ACH totaling \$47,177.62.
- Processed and issued 6,131 utility bills with billed consumption of water of 23,627k.

Public Information

- Press Releases

- Adult Coed Softball League
- Walking with the Manager (2/11)
- Movies on the Halifax-Sleepless in Seattle (2/4)
- Residential Structure Fire-204 N. Ridgewood Avenue (1/27)

- Grants

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

Fire Department

Weekly Statistics

1	Fire
5	Fire Alarms
0	Hazardous
93	EMS
2	Motor Vehicle Accidents
28	Public Assists
129	TOTAL CALLS

Medical Call Type

1	Abdominal Pain	15	Fall Victim
2	Assault	1	Gynecological
1	Back Pain	1	Overdose
1	Blood Pressure	1	Psychiatric
8	Breathing Problem	1	Sick Person
1	Cardiac Arrest	5	Stroke
3	Chest Pain	2	Suicides
1	Choking	1	Traffic Accident
4	Convulsions	6	Traumatic Injury
2	Diabetic	6	Unconscious
3	DOA (cardiac arrest)	6	Unknown Medial

72 TOTAL EMS PATIENTS TREATED

- Aid provided to other agencies:
11 calls – Volusia (8), Daytona Beach (2), Holly Hill (1)
- Aid received from other agencies: **4 calls – Volusia County (3), Daytona (1)**
- Total staff hours provided to other agencies: **6 hours**
- Total staff hours received from other agencies: **3 hours**
- # of personnel sent with EVAC to assist with patient care during hospital transport: **3**
- # of overlapping calls: **31**

Operations

- Attended meeting on tornado drill planning at County Emergency Operations Center.
- Attended Volusia County Fire Chief's Association luncheon and meeting.
- Attended Volusia County Firewise Community Workshop in Pierson.
- Attended Statewide Emergency Response Plan committee meeting.
- Attended annual Fire Rescue East trade show and conference.

Activities

- Updated 19 pre-fire plans.
- Conducted 3 fire inspections.
- Visited 2 homes for smoke detector checks.
- Gave a fire safety talk at Hampton Manor, an assisted living facility, with 75 residents and staff in attendance.

Training Hours

1	Aerial Operations
4	Donning & Use
1	EMS Protocols
4	EMT Refresher Modules
4	Hose, Appliances & Equipment
11	Mobil Com (new MDT software)
3	Policies & Procedures
8	Preplanning
2	Tools & Equipment
38	TOTAL STAFF HOURS

Human Resources

Staffing Update

- Job Requisitions
 - Public Works/Fleet Operations – Mechanic III
 - Public Works/Utilities-Wastewater PT Treatment Plant Operator
 - Public Works/Utilities-Wastewater FT Treatment Plant Operator
 - Police – Sergeant
 - Police – Corporal
 - Police – Officer
 - Fire – Firefighter/EMT

Approved/Active Recruitment

- Police Dept - Community Service Officer (position temporarily filled see below)
- Police-Police Lieutenant has been advertised for outside candidates on websites for the City, the News-Journal and the Florida Police Chief's Association to close on Feb. 11, 2011.

- Public Works/Utilities (Wastewater Collections Reuse) - Maintenance Worker IV promotional vacancy has been posted in-house to close on Feb. 11, 2011.

Screening/Interviews Scheduled

- Police Department – Victim Advocate Coordinator position closed January 7th, 2011. Nine (9) interviews are scheduled for Friday, January 21, 2011, at the Police Department.

Background/Reference Checks

- Police Department – Police Officer, background is being conducted on the top candidate on the eligibility list.

New Hires

- Police-Police Officer, conditional offer has been extended.
- Leisure Services/Community Events – PT Community Events Technician effective 01-26-11

Terminations/Resignations/Retirements

- Police Department – Police Sergeant, retiring effective 01-28-11.
- Police Department - Victim Advocate Coordinator, resignation effective 02-25-11.
- Public Works/Utilities (Wastewater) – Treatment Plant Operator “A” resignation effective 01-23-11.

Transfers

- Temporary transfer of Evidence/Crime Scene Custodian to vacant Community Service Technician position effective November 8th.

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 529 residents have utilized the program and have saved \$20,689.37 over seven months.
- Reviewed quarterly healthcare utilization with Brown & Brown.
- Scheduled to tour City of DeLand’s Health Center and attend meeting to learn more about business model for employee health clinics on February 3rd and meeting with healthcare provider on same topic in New Smyrna Beach on February 4th.

Training & Development Opportunities

- Kick-off of LEAPS Academy (Leadership, Ethical Decision Making, Attitude & Accountability, Professionalism, and Superior Customer Service) on January 27th with first session of “Skills for Supervisors.”
- Coordinating schedule for next core offering: Delivering Superior Customer Service.

HR Process/Systems Issues/Improvements

- Scheduled to attend a networking luncheon on Feb. 9th hosted by NEOGOV to learn more about streamlining the hiring, selection and performance evaluation process.

Regulatory & Compliance Issues

- COBRA administration has been successfully transitioned to TPA at no cost to City.

Risk Management Projects

- Substance abuse training for employees/supervisors with the Vince Carter Foundation/Sanctuary through Stewart-Marchman. Anticipate April training dates.
- Filing annual payroll report to State.

Information Technology (IT)

Information Systems (IS)

- 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: - 38 New work - 42 completed - 28 in progress
 - Virus Protection: - E-mail spam and virus prevention via MX-Logic service

Total Inbound E-Mails	27,687	Inbound E-Mails Blocked	18,429
Delivered Inbound E-Mails	8,724	Quarantined Messages	534
Percentage Good Email	31.5%	Virus E-Mails Blocked	1

- Notable Events: None.

Geographical Information Systems (GIS)

- Addressing Additions: 2 Changes: 0 Corrections: 0
- Map/Information Requests: 16
- Information Requests from External Organizations: 3
- CIP Related Projects (pavement management, project tracking map): 0
- Notable Events: Re-inventoried Engineering Dept. as-built drawers & hanging files and created a new index file list.

Leisure Services

Administration

- Attended Public Works Staff Meeting
- Attended City Manager Staff Meeting
- Hosted Leisure Services Supervisory Staff Meeting
- Attended Native American Festival
- Attended ATT Pioneers Clean Up Day at Optimist Park
- Attended Farmers Market
- Met with FPL representatives
- Memorial Day Meeting
- Energy Grant Meeting
- Attended Administrative Staff meeting
- Hosted Programming Staff Meeting
- Park Inspections
- Project Visit at Rockefeller Gardens – Tarpon Statue
- Attended Farmers Market
- Continued reviewing RFP results for Beachfront Park
- Central Park II Meeting

Athletics

- Seabreeze High School boys start their district playoff games this week Monday through Friday at the sports complex, field #7. The girls lost their district playoff semi-final game and their season is over.
- City's girls' basketball program continued their game season this week, Monday through Thursday night, 6 to 9pm at 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 from 9am to 2pm. They also had games at Nova gym on Monday through Thursday nights at 6 and 7pm.
- The City's Men's Winter Softball League continued game play this week at the softball quad on Monday, Wednesday, and Thursday nights. Game times are 6:30, 7:45, and 9pm. Nine (9) teams are competing, with a total of 9 games for the week.
 - Harry Wendelstedt's Umpire School continued this week at the Ormond Beach Sports Complex, at Wendelstedt Fields. The school is held every weekday and Saturday, 9am to 5pm.
 - The OBYBSA competitive teams, the Lady Renegades and the Golden Spikes, both continued practices this week for their upcoming season. Practices are held at both the Sports Complex and the Nova Road fields.
 - CCA Girls' Softball started their practices this week at the Dale Buttleman softball quad. Practices are held daily from 4 to 6pm. Their game season will start in February.
 - SHS, FLHS, and RBA Baseball started their practices this week at the Harry Wendelstedt Baseball Fields at the sports complex. Practices are held in conjunction with the umpire school.
 - Louis Camacho is once again starting his Adult 11 V 11 Soccer League on Sunday mornings. Louis rents the fields each season. He currently has 6 teams signed up.

Athletic Field Maintenance

- Mowed South Ormond outfield, prepped infield.
- Cleaned SONC clean tennis, basketball, and handball courts.
- Mowed infields and outfields at Nova Park.
- Cleaned Skateboard Park.
- Cleaned 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.
- Started mowing the soccer fields again.
- Started mowing the softball fields again.
- Prepped the field for winter season of men's softball league.
- Prepared the baseball fields daily to host the annual baseball umpiring school.
- Hosted the yearly Challenger Tournament on Saturday and Sunday.
- Cleaned and removed all trash after the soccer tournament.
- Painted and prepared soccer fields #5 - #8 for high school and club practice and games.
- Worked on more irrigation problems, all fields.
- Removed decaying railroad ties at Optimist Park in the Airport complex.
- Preparing the parking area of Optimist Park for a weekend project to improve the parking area.
- Received 16 tons of ball field Turface to add to the clay infields.
- Fertilized all 20 acres of the soccer fields trying to get some life into the fields due to the late seeding and tough weather.
- At Nova Park the fields are being edged and clay added to get them ready for the upcoming season.

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 the performance of FCC Ministries presentation of Triumphant Quartet in Concert (Friday).
- The Performing Arts Center hosted the following classes throughout the week as part of its regular operations:
 - Monday – Hawaiian Dance, Show Club, Kopy Kats, 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:
 - Triumphant Quartet in Concert, January 28, 7:30pm - \$10 donation

South Ormond Neighborhood Center

- Jazzercise Wednesday at 5:30pm
- Open weight room during Center hours
- Neighborhood Park opens sunrise until 11:00pm
- Open Play 1:00pm until 5:00pm
- Youth Basketball games 6pm to 9pm, Saturday, Monday, Wednesday, Friday
- Youth Basketball practice (PAL), Tuesday and Thursday 6pm to 8:30pm
- Youth football practice, Monday and Wednesday 5:30pm to 7:00pm
- Splash pad closed until Spring

Community Events

- Weekly administrative tasks and office work
- Attended events meeting
- Continued planning process for Art In The Park
- Attended Memorial Day meeting
- Finalized storage area clean up
- Finalized various organization projects
- Assisted with Native American Festival
- Clean-up of Arbor Day supplies

Gymnastics

- Added participants to growing Boy's classes
- Began discussions of adding Karate classes at Gymnasium center

Nova Community Center and Special Populations

- FitGyms conducted their personal training, tennis lessons and FitMoms.
- Regular classes continued throughout the week including Adult 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.
- Jr. Jazzercise started its winter season on Thursday.
- Basketball was on Monday through Thursday evening and on Saturday from 9:00am until 2:00pm in the Nova Community Center gymnasium through the Athletics Division.

- Preparation and planning continued for the Shining STARS Pageant and Fashion Show which included delivery and processing the registration forms, contacting the entertainment and purchasing supplies.
- Challenger Volleyball continued its winter season of practice on Tuesday.
- Planning for both Camp T. Rec and Nova Community Center's summer camp began which included developing the daily plans, contacting field trip sites and contacting guest presenters.
- Pinewood Derby set-up was on Friday all day in the Nova Community Center gymnasium.

The Casements

- Tours continued this week from 10:00am to 4:00pm daily Monday through Thursday.
- Native American Festival Jan. 21, 22, and 23rd.
- Prepared all paperwork for Native American Festival disbursement.
- Carolyn Land's "from Scales to Symphony" Art Exhibit Hang, Monday 1-4pm.
- Yoga classes resumed, Tuesday 10:30am until noon.
- 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.
- The Casements Coordinator met with Lew Welge, an Abraham Lincoln impersonator, and discussed the next Echo Ranger Program scheduled for February 19, 2011.
- The Casements Coordinator met with artist/teacher Pat Spano to discuss a possible Spring Break Art Camp for children.
- The Casements Guild members met this Wednesday from 9:30am until noon for the monthly meeting.
- Members of The Casements Guild met on Monday afternoon from 1pm to 3pm to discuss the new web page for The Casements and the virtual tour.
- Ocean Wind Homeowner Association met at The Casements on Wednesday evening for their annual meeting from 7pm to 9pm.
- The new MainStreet Board members held their first meeting in the Gallery on Thursday from 5:30pm to 7:30pm.
- The Casements Coordinator attended the first training seminar for LEAPS at the ATC Center on Thursday from 8:00am to 4:00pm.

Parks and Irrigation

- Turned on water for irrigation (freeze)
- Replaced one 2" spray head and nozzle on streetscape median
- Removed old backflow; installed new backflow on S. A1A median, tested
- Installed several new spray heads at City Hall
- Removed old backflow valve and installed new backflow valve on Granada streetscape
- Removed broken backflow valve at US1 and Hernandez Av., and installed new backflow valve, tested
- Removed broken backflow valve at US1 and Airport Rd. sign. Installed new backflow valve, tested
- Repaired 2 zone line breaks and replaced 4 spray heads on W. Granada median #9, tested
- Dug up main line break on W. Granada median #6
- Marked valves on fence line at S.O.N.C. ball field

Building Maintenance

- Repaired entrance sign light at fire station # 94
- Repaired stage lights at S.O.N.C.
- Repaired gate #13 at the Municipal Airport
- Repaired men's room toilet at the Wastewater Treatment Plant maintenance building
- Repaired non-working thermostat at the Senior Center

- Assisted Irrigation dept. with various repairs citywide
- Installed shelving at the Ormond art gallery
- Installed three new toilets for renovations at the Nova Rec. baseball restrooms
- Installed new bike rack at Nova Rec.
- Repaired safety hazard on dock at Central Park 1
- Repaired water cooler at Sanchez Park
- Replaced contactor for the fountain at the P.A.C.
- Repaired vandalized fountain at Hospital Park
- Repaired south parking lot light at fire station # 92
- Installed new wall mounted television at the joint permit counter at City Hall

Police Department

Administrative Services

- Property and Evidence Room Audit and Inventory completed. Audit report is being finalized.
- Met with HR Director regarding Police Lieutenant selection process.
- Interviews and selection of new Victim Advocate completed.
- Completed background investigation/hiring process on new Police Officer to fill vacant position.
- Met with Citizen Police Academy Alumni Association treasurer.
- Bi-weekly meeting with City Manager.

Community Outreach

- The final schedule for Enviro-watch was set with lead instructors. The program will begin April 11th at Ormond Beach Elementary School.
- Tutors R Us began at the South Ormond Neighborhood Center. Currently 18 youths are enrolled.
- An YDC field trip to the Blue Man Group is scheduled for January 29th. The field trip is a component of the National PAL YLP grant program. Twelve youths and 2 adult chaperones will attend.
- The schedule for the Ormond Beach Middle School Science on Patrol program was finalized. Youth applications were given to students for participation in the program.
- The 12 U and 14 U boys, and the 14U girls basketball teams registered to participate in the Regional PAL Basketball tournament to be held in New Smyrna Beach February 5th.

Community Services & Animal Control

- Animal calls responded to 57
- Animal Reports 5
- Animal Bites 1
- Animals to FHS 5
- Sick Wildlife 6
- TNR 1
- Reclaims 0
- Community Policing Project started 112 N Nova Rd
- Behind Buger King & Gateway Bank
 - stray cats being fed by many people
- Shot Clinic Date changed to 2-27-11

Criminal Investigations

- Cases Assigned: 31
- Cases Cleared by Arrest/Complaint Affidavit: 3
- Cases Exceptionally Cleared: 4
- Inactive: 7

- Fraud: 4
- Burglary Business: 0
- Burglary Residential: 7
- Larceny Car break: 9
- Grand Theft: 8
- Auto Theft: 0
- Offense Against Family/DCF Reports: 0
- Sex Offense/Rape: 0
- Robbery: 0
- Assaults: 0
- Deaths: 2
- Suicide: 1

Narcotics

- 10 Knock and Talks
- 3 Buy Walks
- Trial Preparation

Comments

- On going theft investigation with surveillance ongoing
- Grand jury indicted the Rock N Ranch shooter for one count of 1st degree murder and one count of attempted 1st degree murder.

Crime Trends

- Smash and grab car breaks from business parking lots

Records

- Walk - Ins / Window 152
- Phone Calls 230
- Arrest / NTA'S 30
- Citations Issued 152
- Citations Entered 150
- Reports Generated 135
- Reports Entered 136
- Mail / Faxes / Request 89

Operations

- 1/20/11 - Vandalism – damage to several mailboxes on Mayfield Terrace.
- 1/20/11 - Car Break - Camp Mcree Rd.; window smashed out of vehicle, nothing noted missing.
- 1/20/11 - Car Break -Cliffwood Cir.; vehicle was entered by unlocking the door with a coat hanger (which was left at the scene) and a firearm stolen.
- 1/20/11 - Car Break - Hernandez Ave; two (2) week time lapse. Wallet stolen and credit card used at local BP station.
- 1/20/11 - Car Break -Jolynn Dr.; window broken out but nothing was noted to be missing.
- 1/20/11 - Car Break - 1140 W Granada Blvd; two suspects – one adult male and one adult female pushing a baby in a stroller - observed in parking lot walking around and looking into vehicles. A witness observed the male subject open a car door and remove a purse from inside the vehicle. The two suspects then left on foot. The suspects were located and detained by police a short distance away the stolen purse located in a nearby wooded area. The two suspects were identified by witnesses and arrested. Male subject recently released from prison after serving a sentence for having committed a home invasion type robbery.

- 1/20/11 - Burglary residence, Fiesta Dr. to a vacant house; suspect had moved in and was living in a rear bedroom of the house. The suspect was not in the home at the time the burglary was reported, however a name was located in the belongings left in the bedroom where the suspect had taken up residence. The homeowner did not want to pursue charges and the suspect's property was returned to family members.
- 1/20/11 - Accident - Riverside Dr. and Fluhart - vehicle vs. guardrail; damage done to the guardrail.
- 1/20/10 - Assault and Battery - Domestic Violence; argument between married couple ensued when husband refused to show wife his text messages. Wife bit husband, left, came back a short time later and bit husband again. The wife then left their apartment at which time the husband called police. Upon arrival the wife was located on the property and was arrested for domestic violence.
- 1/21/11 - Larceny - Petty; cash taken from the office of Engineering at City Hall.
- 1/21/11 - Larceny – Grand; theft of approximately \$500 worth of guitar/music equipment from the music room at Riverbend church.
- 1/22/11 - Car Break - Planet Fitness; victim states vehicle was locked but there was no evidence of forced entry to the vehicle. Victim believes the keys may have been removed from the key board inside of the gym, used to enter the vehicle and then replaced. \$55.00 stolen.
- 1/22/11 - Vandalism - 170 N Yonge St; city trees in the roadway and moved to the median. Streets emailed a copy of the report.
- 1/22/11 - Assault & Battery - Rockin' Ranch; female suspect 1 claims female suspect 2 threw a beer bottle at her in the ladies room and it struck her in the chest. Suspect 2 claims suspect 1 intentionally bumped into her in the ladies room which prompted her to throw the beer bottle. A bartender was in the ladies room at the time and witnessed the 2 females in a verbal argument, and then witnessed suspect 2 throw the beer bottle at suspect 1, but the witness was unsure if the bottle actually struck suspect 1. Both females filed complaint affidavits against the other for simple battery.
- 1/22/11 - Carbreak - Timmucuan Dr.; \$2 and loose change taken.
- 1/22/11 - Vandalism – Houligan's; copper taken off of the outside air conditioning.
- 1/22/11 - Assault and Battery - Domestic Violence, Grandview Ave; adult male arrested for domestic violence.
- 1/22/11 - DUI Arrest; Bryant St.
- 1/23/11 – Burglary – Residence, Dix Ave.: small mini-bike stolen from the carport.
- 1/24/11 - Car Break - Fortunato Park, John Anderson Dr.; passenger side window broken out and purse stolen.
- 1/24/11 – Burglary - Residence, Greenwood Ave.; rear door to residence pried open. Costume jewelry stolen.
- 1/24/11 – Burglary - Residence, Marjorie Trail.
- 1/24/11 - Disorderly Conduct/Intoxication - Applebee's; local transient subject was begging for money from patrons at the bar and refused to leave when asked to by management.
- 1/24/11 - Car Break; Rockin' Ranch parking lot.
- 1/25/11 - Car Break - 333 W. Granada; Gold's Gym parking lot.
- 1/26/11 - Car Break - 910 S. Atlantic Ave. - Planet Fitness; an adult female customer/member of Planet Fitness was observed going into another customers/members vehicle and stealing money
- 1/26/11 - Car Break 190 Williamson - Chilli's Restaurant
- 1/26/11 - Car Break(s) Moose Lodge W. Granada; two (2) separate vehicles in the Moose Lodge parking lot were broken into. Officers responded to alarm and discovered the two (2) burglaries. Forced entry was made to the front doors of the vehicles.

Traffic Unit

- 11-01-00363, Traffic Stop / Drug Arrest. Officer Piccola stopped a vehicle for speeding by Ormond Lakes. He detected marijuana smoke inside the vehicle and arrested the driver / sole occupant of the vehicle. Marijuana and drug paraphernalia were located.
- Our new Kawasaki motor (to replace Pavelka's Harley) has arrived at Daytona Fun Machines. It is expected to be in service this week.
- Variable Message Board deployed at Division Avenue and US1 for city repairs near Railroad Street.
- Officer Borzner conducted active seat belt and child restraint enforcement. Thirty (30) traffic citations issued for violations.
- Traffic Citations 111
- Parking Citations 0
- Crash - No Inj. 6
- Crash - Injury 3
- Crash - Fatal 0
- Selected Traffic Enforcement Patrol (S.T.E.P.) Locations
 - Total Citations Issued on S.T.E.P.: 74
 - Self-Initiated Enforcement Locations:
 - 1500 BLK N. Beach Street
 - US 1 / SR 40
 - 800 BLK Wilmette Avenue
 - Airport Road
 - Hull Road / US 1
 - N. US 1
 - SR A1A
 - Parking Violations – all 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.

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 2 Cases Initiated
- Zone 2: 3 Cases initiated
- Zone 3: 1 Cases initiated
- Zone 4: 3 Cases initiated
- 7 tree removal permit requests
- 18 signs either removed or sign cases created.
- Administrative staff assisted with four walk-in and forty-two (42) telephonic inquiries.

Public Works

Engineering

Construction Projects:

- US1 Forcemain Extension Phase II- Outside southbound lane closed for duration of watermain replacement, approximately six weeks. Shop drawings were reviewed, and schedule was coordinated with FDOT.
- Water Treatment Plant Dist. System Phase II- Plant site watermain connection is ongoing and approximately 75% complete. Project overall is 85% complete.
- 2010 Roadway Resurfacing- Project is 95% complete. Some tonnage under-run will make possible to pave additional roads which are being investigated by staff.
- Fire Station 94 Sprinklers- Prepared Work Authorization for project to begin.

- Rima Ridge Wells 54, 55 & 56- Generators have been delivered. Staff is investigating alternative pumps for the production well for better yield.
- SR40 Sidewalk / Trail Phase II- Prepared closeout documents.
- Tarpon Sculpture Installation- The work started by draining a portion of the pond so the proposed concrete foundation can be constructed. The sculpture is scheduled to be installed on 2/3 so the Cobb family can watch the installation.
- Nova Passive Parks- All of the trees and irrigation have been installed and inspected by staff.
- City Hall Parking Lot Repairs- The contractor completed all three phases of the project as scheduled. The parking lot will be cleaned and the new parking stalls will be striped.
- Wastewater Treatment Plant Expansion and Rehabilitation – Contractor has constructed gravity wall for new road and has begun work on Sodium hypochlorite building and clarifier 4 site.
- Coolidge Avenue Roadway and Drainage Improvements- The Notice to Proceed was issued for construction starting on January 18th. Contractor is mobilizing onto the site.

Design Projects

- Alcazar-Buena Vista Area Drainage Improvements- All permits have been received. Preparing final cost estimates and bidding documents.
- 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- After discussing with the County, the relocation of City utilities beneath the proposed Tymber Creek widening project, the cost of which was determined to be prohibitive by City staff, the County is allowing the utilities to remain, although several utility offsets will be needed to avoid conflict with proposed stormdrain improvements.
- OBSC Boundless Playground- A preconstruction meeting is scheduled for 2/3.
- SR40 Sidewalk / Trail Phase III- Submitted new plans and ROW certification.
- Ormond Scenic Loop- Set up kickoff meeting.
- SR40 Washington to Beach St.- Responded to FDOT meeting minutes, sent email to Main Street. Prepared resolution to FDOT.
- Granada Bridge Decorative Pole Replacement – The contractor is scheduled to begin work on 1/31.
- Downtown Wayfinding Signage - Staff has requested that all bids be rejected and is scheduled for the 2/1 City Commission agenda. Staff is working with Hall Construction to value engineer a new option that is more cost effective.
- Downtown Parking Improvements - The bid award is scheduled for the 3/1 commission meeting.
- Wooden Pedestrian Walkway Lighting Replacement - The materials have been ordered and staff will begin to solicit installation quotations.
- Stormwater Study – Staff is working with FEMA to incorporate Phase I recommendations into the existing approved HMGP grant for Hand Avenue.
- John Anderson Drive – Reviewed revised road alignment plans.
- 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.
- Hand Avenue – Received local staff approval from FEMA for expanded work grant request on Hand Avenue. Application is now under review by Federal FEMA. Coordinating the modification details for the final revised agreement. Consultant is preparing response to SJRWMD RAI for the permit application to add the pond interconnect channel and bridge on Hand Avenue.

Administration

- Contacted ATT on the franchise agreement status and forwarded to City Attorney.
- Prepared project invoices/pay requests totaling \$406,688
- Prepared work authorizations totaling \$20,205
- Prepared requisitions/PO's totaling \$58,088

Meetings

- Field Meeting with Volusia County on their detour for Beach Street Bridge.
- Web Seminar FDOT: Local Agency Program Information Tool - Preview for Local Agencies
- Met with residents of Ridgewood sidewalk project.

Customer Service

- Responded to Mrs. Fugua on Bridge Closing.
- Investigated stop sign on Twelve Oaks Trail.
- Investigated 40 N US1 illegal fill.
- Researched, compiled and provided plat and boundary surveys for all properties on both sides of SR40 between US1 and Beach S. for FDOT request.
- Provided LDC information on F.F.E. for 18 Black Creek Way for surveyor's request.
- Completed Topographic survey of Tiffany Cir. for Utilities Div. to replace leaking 2" watermain.
- Researched the existence old FPL easements at the WWTP for new electrical connection.

Other

- Field review safe school route from Scottsdale Dr to Old Tomoka Rd.
- 42 projects were inspected.
- Completed quantities takeoff for the W. Granada watermain and force main project.
- Researched ownership and maintenance of Village Subdivision for Planning Div.

Environmental Management Division

Street Maintenance

Asphalt / Concrete

- Repaired damaged asphalt at South Forty at SR40
- Asphalted Wastewater utility cut at SR40 west of I-95
- Replaced broken sidewalk at Ponce De Leon and Palmetto
- Patched potholes at Wilmette and US1, Pineland Trail, Bovard Avenue, and North Yonge at Sanchez
- Patched broken sidewalks at Central Park II and Central Park IV-Hand Avenue
- Poured concrete pad for picnic table at Cassen Park Bait Shop

Tree Crew

- Trimmed at City yards and City Hall (including Corbin St. parking lot at school).
- Picked up trash and litter on ROW-N. Orchard (SR40 to Wilmette) and Wilmette (US1 to Nova)
- Trimmed at various bus stop benches
- Maintenance and tree inspection citywide
- Hauled debris Nova/Transfer Station
- Saw and Equipment Maintenance at Public Works
- Trimmed at Spring Meadows and other various locations
- Removed trees at S. Center & Park Ridge

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
- Printed daily work orders and distributed for job assignments
- Took outgoing daily mail to City Hall and brought back mail for various sections at Public Works
- Loaded recycle bins in roll off at Fleet to take to Waste Management for storage
- Picked up trash on Pineland Trail
- Did loader work at Airport Sports Ballfield for Athletic Fields Maintenance

Sign Shop

- City Hall – Installed a new sign for the mail carrier parking space. “Reserved for Mail Carrier Vehicle #113.”
- Continued the fabrication of new HIP (High Intensity Prismatic) street names for various locations
- Installed reflective chevron sheeting (3) on the new section of guardrail on Fluhart at Riverside Drive
- On 1-25-11 assisted with traffic control for asphalt repair on W. Granada Boulevard, just west of I-95
- E & W side of the Main Trail Bridge, installed new weight limit signs as required by FDOT
- Repaired or replaced signs at the following locations:
 - Fairview Ave. & Grove St., replaced a damaged stop sign
 - Spring Meadows Dr. & Hand Ave., repaired a stop sign post that was knocked over
 - Fluhart & Riverside Dr., replaced a damaged delineator post
 - Plaza Grande & Buena Vista, installed (2) HIP “Do Not Enter” signs
 - S. Ormond Recreation, replaced a vandalized “Do Not Enter” & “Stop” signs
 - Rockefeller Dr. W/O S. Atlantic Ave., replaced missing bolts on “No Parking” sign
 - SW Tomoka Ave. & S. Ridgewood Ave., replaced a bent “Stop” sign post
 - 755 Orchard Ave., replaced broken “25 MPH” sign post
 - Woodridge Dr. W/O N. Beach St., replaced a “25 MPH” sign
 - Lincoln Ave. E & W of N. Ridgewood Ave., replaced “25 MPH” and “No Trucks” signs
 - Across from 20 Putnam Ave., replaced the “25 MPH” sign
 - Rosewood Ave. W/O N. Ridgewood Ave., replaced the “25 MPH” sign

Stormwater Maintenance

Maintenance Crew

- Locates citywide
- Carp Barriers – cleaned and inspected
- Pump Stations – inspected
- Vacon – used to set well points at the Casements Pond
- Rented and set up 6-inch silent night pump at The Casements
- Pumped out the pond using (3) pumps at The Casements
- Inlet cleaning – all zones due to the storm
- Prepared a quote to rebuild the paddle wheel in the pond at the Casements
- Released (30) carp in ponds at Hull Road (20), Arroyo Parkway (5) and ABC pond on A1A (5)

Street Sweeping

Streetsweeper

- 130.1 miles of road cleaned
- 40.5 cubic yards of debris removed

Fleet Operations

Mileage Traveled by all City Departments for the week

32,457

PM Services completed for the week:

Emergency—Vehicles and Equipment

12

Non-Emergency Vehicles and Equipment

18

Road Calls for the week:

1

Accidents for the week:

0

Quick Fleet Facts

- Fleet used 2,778.40 gallons of unleaded fuel and 967.10 gallons of diesel fuel over the past week.
- Fleet has 8,766 gallons of unleaded fuel and 4,872 gallons of diesel fuel on hand.

Utilities Division

Project Summary

- Preparing response to SJRWMD request for additional information (RAI #2) for the City's Consumptive Use Permit (CUP) Compliance Report.
- Water Plant 4 Log Virus Inactivation – Preparing a response to the request for additional information received from Volusia County Health Department. Informed the health department that the City wants to pursue the 4 log virus removal certification for the water plant.
- 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 – plans nearing completion. Reviewing estimated cost proposal prepared by project design consultant for pipe upsizing considerations for additional length along project to accommodate future irrigation configuration at Riverbend Golf Course. A meeting is scheduled at the end of the week to discuss outstanding issues with the design engineer.
- Fire Hydrant Replacement Program – Construction is complete. Thirty three hydrants were replaced and ten new in-line valves were installed. The final invoice was received for processing.
- 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. All three Influent pumps were taken to Tampa Armature Work's shop for a determination of the cause of the problem. Parts were ordered to repair pump 3. A damage assessment of the other two pumps is being performed. Bypass pumps are stationed at the gravity manhole in front of the plant and at the dewatering pump station. CenState is aware of the situation and was informed that extra costs for this would be their responsibility. Copies of invoices will be sent to them for the pump bypass arrangement so they are aware of the accumulating costs.

- Ormond Beach Wastewater Treatment Plant Expansion – Corrective measures identified in contract to eliminate partial clogging in the influent pipe to clarifiers is being discussed as for placing into contractors work effort sooner than originally intended. A preliminary cost proposal was provided by the Contractor for performing the obstruction removal at Clarifier #3 as required by the contract conditions for this allowance item of work. Clarifier one influent piping is being scheduled for video inspection.
- Gravity Sewer Pipeline Repair – Four manholes on State Road 40 need to be finished in order to complete the project. Chaz Equipment Company is performing the work.
- Water Treatment Plant High Service Pump Station VFD Conversion - Paper, mylar and CD copies of the drawings were requested.
- Lift Station Repair and Replacement Project – The doors remain to be installed at lift station 6M. Contractor is waiting for funds to order the doors. A meeting was held with Forcon (the surety's representative) to discuss particulars of what needs to be done for Worsham to continue the project. A schedule needs to be developed to inform the landowner when the work will be accomplished. A request to waive liquidated damages was brought up but will not be considered unless all potential change orders for past work are waived. Dewatering system well points are set at the Lift Station OM site. The type of dewatering pump required was discussed at the meeting. No final determination has been made by the bonding company as to how Pay request #14 will be processed.
- Rima Ridge Wells – The production capacity of Well #55 is limited to 500 gallons per minute (gpm) due to sand upcoming in the well at higher pumping rates. Increasing the capacity of Well #54 to 1000 gpm to compensate for the lower production rate from Well #55 is being evaluated. The basis of design for the pumps is 60 horsepower (hp) rather than the 50 hp used to establish the initial change order cost. Bermad valves will be added to regulate discharge pressures at the wells. Pump curves were requested to evaluate whether the existing pumps and motors could be used to reduce the change order costs.
- Root Control Services –The contractor is expected to finish the project next week. The News–Journal ran article describing project in Thursday's Neighbors section.
- Tiffany Circle Water Main Replacement – The Volusia County Right-of-Way Use Permit application was sent to the County for processing. A topographic survey was prepared by the Engineering Department for final design of the water main installation.
- Town Square and Lift Station 4M1 Rehabilitation – A draft set of plans was received from the Engineering Division for review. A topographic survey is being prepared for Lift Station 4M1.
- Tymber Creek Road Phase 1 –The County will allow the City to keep the lines underneath the pavement as originally designed
- 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 was reviewed by the IT department and was determined to be useful.
- SPRC – A meeting was held in the field to discuss the sanitary sewer main relocation for Olive Grove. The new main will be constructed before the existing line is abandoned. The connection to the existing sanitary sewer should not be affected. Met with the engineer to discuss comments for Casa Del Mar Resort and Brown-Thompson Community site. Reviewed the revised Olive Grove plans and plans for Riverside Community Church.
- A copy of the bid results was received from the City of Daytona Beach for our joint bid advertisement for biosolids transportation, treatment and disposal services. Shelley's is the apparent low bidder at \$32 per ton for Class AA and \$28 per ton for Class A and Class B sludge preparation and disposal. A City Commission memo is being prepared for the March 8, 2011, meeting recommending a contract award to the low bidder.

Water Distribution

- Replaced 26 residential meters, 9 water services and 6 meter boxes.
- Installed 2 new water services
- Responded to 30 water service leaks
- Flushed 4 cloudy water complaints
- Responded to 5 low pressure complaints, assisted 4 customers with piping concerns.
- Tested 5 and repaired 2 city owned backflow preventers
- Meter Testing: 3- 3" and 1-4" commercial water meters, all tested accurate.
- Fire hydrants: Replaced fire hydrants at 342 and 384 N. Beach St which completed the contract scope for the fire hydrant replacement project (33 out-dated fire hydrants replaced and 10 new in-line valves were installed.
- Rescinded all outstanding boil water notices.
- Performed a scheduled shutdown to install a valve for isolating a section of water main during construction activities with Weber Construction for Coolidge Avenue Water Main Improvements.
- Flushed the Falls Subdivision.
- Installed a 1" automatic flushing device on Arroyo Parkway due to continuous water complaints, will be removed when the new water mains are installed.

Water Treatment

- Delivered City 32.354 million gallons for week ending January 23, 2011 (4.622 MGD)
- Backwashed 9 filters for a total of 388,000 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 two Precautionary Boil Water notices.
- Provided operations support as necessary for coordination of Division Ave. watermain project to include south plant connection.

Waste Water Collection - Reuse

- Crews responded to 0 trouble calls in Breakaway/Hunters Ridge area and 2 in town.
- Sixty-eight manholes have been rehabilitated by Chaz Equipment Inc. Contract ongoing.
- Repaired sewer laterals at 5 Niagara Falls, 177 Bosarvey Dr. and relocated reuse service at 115 Wildwood.
- Crews set up equipment to televise #1 clarifier 24" line from splitter box to clarifier #1 at the Wastewater plant. Rescheduled until Thursday midnight.
- Five laterals cleaned this week.
- PEP System Maintenance Activities for period:
 - Rehabbed pep tanks at 19 Shadow Creek Way.
- Repaired 3" irrigation line at 44 Carriage Creek.
- Checked irrigation system at Breakaway and Hunters Ridge. Inspected and cleaned pond filter.
- Cleaned all building and fueled all equipment for the weekend.

Waste Water Treatment

- Domestic and Industrial Wastewater flow was 26.14 Million Gallons
- Produced 10.24 Million Gallons of Reuse
- Produced 15.90 Million Gallons of Surface Water Discharge
- Influent flows average for week is 3.73 MGD, plant designed for 6 MGD
- Hauled tons of sludge 143.50 (14%-18% Solids).
- Influent Pumping Station is bypassed. Operations are manually calculating and splitting samples flow proportional sampling for the raw flow.
- Passed Retest for Chronic Bioassay.
- 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

- Well 19SR found inoperable due to motor malfunction. Pump and motor replacement ordered. Awaiting delivery prior to installation.
- Checked well for Leisure Services at Hull Road ball field, found motor bad.
- Fabricated new bracket to air valve on High Service pump #5 to facilitate future replacement of obsolete leaking valves with new style plug valves.
- Replaced bad relay on High Service pump #2.
- Rebuilt 2 bypass valves on Chlorine pump #4.
- Repaired cooling water line to Centrifuge.
- Reset breaker to Leeway Trails pump valve.
- Worked with operations group on salt delivery (for chlorine generation) as vendor truck was having problems offloading due to damaged line on truck.
- Ran LPRO and Lime softening back up generators, tested ok.
- 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.

Wastewater Plant – Lift Stations – Reuse Systems

- Installed “Sweet Aire” vent on US1 McDonald’s liftstation and repaired mix flush valve.
- Performed emergency change out of diesel pump at Splitter box and brought pump to Thompson Pump in Port Orange for repair.
- Replaced lower bearing on Screw pump #1.
- Southern Pines phase voltage loss due to FPL transformer issue. Brought emergency generator to site and operated manually until main power restored in afternoon.
- Reset Bear Creek RTU.
- Temporary Diesel generator set at LS 5M due to primary genset failure.
- Continued work on Drop bearing assembly rebuild for post anoxic mixer.
- Assisted contractor with Influent pumps removal due to damage from impellers dropping into volute. Pump Manufacturers representative (TAW) brought pumps to Repair facility.
- Performed PM service to Reuse HSP equipment
- Assisted operations deragging recycle and RASWAS pumps.
- Performed PM Service to pertinent plant equipment.
- Deragged 4 submersible aerators.
- Monthly PM's to 18 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 79 work orders as reported in MP2 computerized maintenance management system, of which 59 were PM work requests and 20 were repair work orders.