

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: February 11, 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:

- Weekly meeting with City Attorney
- Weekly staff meeting with directors
- Continued preparations for upcoming goals workshop

Spoke to, attended and/or met with:

- Attended the NLC Leadership Institute
- Met with James Moore & Company to conduct an exit conference for the City's audit.
- Monthly Walk with the Manager with guest walker Joanne Naumann issued discussed included:
 1. Regulations regarding recreational vehicles.
 2. Proactive vs. complaint driven activities
 3. Code Enforcement Process
 4. Dumpsters in plain view at hotel and business sites along A1A. (Advised that these are old sites, no regulations that require retro screening)
 5. Questions about the commercial vehicle ordinance.
 6. Black trailer located on the SWC of S. Halifax & Fluhart. NID will handle.
 7. Trash and litter at CVS on A1A & E. Granada. NID will handle.
 8. Speeding on Riverside Drive
 9. Edge of Pavement on Riverside Drive
 10. Mirror on Cul de Sac near Riverside Drive
- Met with IT Manager to discuss work plan
- Discussed derelict aircraft with Joe Mannarino
- Attended John Bornmann's funeral

City Clerk's Office

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

- Prepared packet material for the February 15, 2011, City Commission meeting.
- Prepared first iPad electronic agenda to be used for training.
- Prepared packet for the February 16, 2011, Goals/Focus workshop.

Community Development

Planning

- The Green Ormond Beach Website is going live on February 14, 2011. This website is part of Ormond Beach's green educational initiative included in the Energy Efficiency and Conservation Strategy which was adopted by the Commission on August 17, 2010. The Green Ormond Beach educational website will provide information to the community as to how to reduce emissions and save money.

- As part of the Green Ormond Beach, the Planning Department sponsored a Lunch-n-Learn at the Casements on Sustainability. In excess of 50 people registered for the session. Jack White and Ralph Locke were the presenters. Ormond Beach Main Street sponsored the event with the City.
- Staff prepared an application requesting assistance from the TPO to fund a feasibility study of the Thompson Creek Trail which is contained in the city's multimodal plan and in the Downtown CRA budget.

Building Inspections, Permitting & Licensing

- 58 permits issued with a valuation of \$366,139,00
- 156 inspections performed.
- 8 business tax receipts issued.

Development Services

- The SPRC received the following plans:
 - Ormond Crossing PMUD 2nd Submittal

Economic Development

Ormond Crossings

- Staff met to review their comments to Tomoka Holdings latest Master Development Plan. A meeting will be arranged with Tomoka Holdings to discuss the comments. Staff is awaiting submission of the development design standards, which will be needed as part of the platting and zoning process.
- 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 and the second reading of the ordinance is on February 14.
- 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 completed.

Ormond Beach Chamber

- Staff met with the Chamber's Economic Prosperity Committee to provide an update on the economic development projects.
- Staff met with two local banks to discuss the formulation of 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 participates 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 met with Energizer senior management.
- Staff continues worked with Putnam State Bank and prospective buyers of the Billy's Tap Room property regarding reopening and renovating the restaurant. The Bank has decided to sign a lease with the owner of Lil's Potato Patch Restaurant in Deland. The reopening of Billy's expected in mid-April. 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 on 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.
- Staff met with the Florida Hospital's real estate agent to discuss marketing strategies for the redevelopment of the former Memorial Hospital property.

Airport Operation and Development

- Staff has been advised that the Daytona Beach International Airport (DBIA) plans to close runway 7L-25R for a period of approximately 90 days from April through June of this year. Commercial carriers and other large aircraft will utilize runway 16 during this period, ***which will increase the incidence of such large aircraft descending over Ormond Beach on approach to land at DBIA.***
- Staff met this week with representatives of Passero & Associates, one of the consulting firms selected to hold a continuing contract with the City for project work at the airport. Staff reviewed projects planned for the airport over the next several years, and gained a good working knowledge of the specific types of projects for which this consultant may be well suited.
- Staff was apprised this week of the results of a safety inspection conducted by the City upon certain facilities at the airport. Staff will work with the Building Department and Code Enforcement to address discrepancies noted in the report.
- Staff has opened a dialogue with cell tower facility providers. During the recent airport economic development summit, staff learned that cell towers located on airport property can be a source of significant income for the host airport.
- Staff continued to work this week to gain approval of a formal request to FDOT to provide a supplement to the JPA funding of 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 continued to work this week with representatives of Hoyle, Tanner & Associates (HTA) regarding a proposal to develop airside access to a portion of the Airport Business Park.
- Staff worked with the Engineering Department and FPL to expedite inspection and approval of the new fuel farm constructed on the airport by Sunrise Aviation.
- 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

- Completion of fiscal year end and annual audit reports.

Completed Projects - Weekly

- Processed 40 Journal Entry Batches (# 1589 – 1686).
- Approved 19 Purchase Requisitions totaling \$97,454.62.
- Issued 24 Purchase Orders totaling \$126,453.72.
- Prepared 170 Accounts Payable checks totaling \$708,447.98 and 28 Accounts Payable EFT payments totaling \$178,585.08.
- Processed 4,114 cash receipts totaling \$793,199.82.
- Processed 600 utility bill payments through ACH totaling \$47,322.49.
- Processed and issued 5,441 utility bills with billed consumption of water of 30,963k.
- Issued 990 past due notices on utility accounts

Public Information

Press Releases

- Memorial to Thomas T. Cobb and Jane Carter Cobb (2/12/11)

• Other

- Citizen Contacts
- Media Contacts

Grants

- Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
- Submitted request for VOCA FY 2011-2012 Continuation Funding in the amount of \$40,546.00. If approved, this will be the City's 13th consecutive year to receive funding.
- Attended the City's first Green "Lunch and Learn" with the topic of "Achieving Sustainability through Infill Redevelopment and Green Building Strategies."

Fire Department

Weekly Statistics

2	Fires
7	Fire Alarms
1	Hazardous
83	EMS
11	Motor Vehicle Accidents
32	Public Assists
136	TOTAL CALLS

Medical Call Type

2	Abdominal Pain	1	DOA
2	Assault	9	Fall Victim
1	Back Pain	1	Sick Person
2	Bleeding	1	Gunshot Wound
2	Blood Pressure	1	Stroke
4	Breathing Problem	9	Traffic Accident
4	Chest Pain	11	Traumatic Injury

1	Convulsions	7	Unconscious
1	Diabetic	15	Unknown Medical

74 TOTAL EMS PATIENTS TREATED

- Aid provided to other agencies: **19 calls– Volusia County (16), Daytona Beach(1), Holly Hill (1), Flagler County (1)**
- Aid received from other agencies: **0 Calls**
- Total staff hours provided to other agencies: **25 hours**
- Total staff hours received from other agencies: **0 hours**
- # of personnel sent with EVAC to assist with patient care during hospital transport: **2**
- # of overlapping calls: **30**

Significant Incidents

Date: Tuesday, February 1st

Address: 1501 Ridgewood Ave., Holly Hill

Dispatched / Cleared Time: 7:16 PM / 8:16 PM

Incident Description: Provided automatic aid for a commercial structure fire with heavy fire on the roof and behind a parapet wall. Fire was confined to the roof and extinguished.

Units on Scene: Quint 91, Engine 92, Rescue Engine 93, Battalion 90. Daytona Beach: 6 units. Holly Hill: 1 Unit. Volusia County: 2 units.

Operations

- Attended tornado pre-drill walk through at Pine Trail Elementary.
- Attended meeting regarding the airport fuel farm.
- Installed new county virtual privacy network on the mobile data terminals to assist with a reliable connection to dispatch.
- Worked with county dispatch regarding issues with the new software and reorganization of call dispatching.
- Met with Pride Enterprises representative to discuss various products offered in order to reduce department expenditures.

Activities

- Updated 9 pre-fire plans.
- Conducted 5 fire inspections.
- Held monthly healthcare providers CPR class – 8 students.
- Participated in the Family Fun Fest at Tymber Creek Plaza with a presentation of Freddie the Fire Truck.

Training Hours

2	Advanced Airway Management
16	EMT Refresher Modules
22	Hose, Appliances & Equipment
2	Ladders
2	Preplanning
5	Tactics
3	Technical Rescue
52	TOTAL STAFF HOURS

Human Resources

Staffing Update

Job Requisitions

- Public Works/Fleet Operations – Mechanic III
- Public Works/Utilities – Drainage Maintenance – Maintenance Worker II
- Planning – Planning Technician

Approved/Active Recruitment

- Police Dept - Community Service Officer (position temporarily filled see below)
- Police-Police Lieutenant
- Public Works/Utilities (Wastewater Collections Reuse) - Maintenance Worker IV
- Public Works/Utilities-Wastewater PT Treatment Plant Operator
- Public Works/Utilities-Wastewater FT Treatment Plant Operator
- Police Department – Officer

Screening/Interviews Scheduled

Background/Reference Checks

New Hires

- Police-Police effective 02-07-11
- Police –Victim Advocate Coordinator effective 02-17-11
- Fire – Firefighter/EMT effective 02-21-11 conditioned on successful completion of screening process.

Terminations/Resignations/Retirements

- Police - Victim Advocate Coordinator resignation effective 2/25/11.

Promotions

- Police – Corporal will be promoted to Sergeant effective 2/20/11.
- Police – Officer will be promoted to Corporal effective 2/20/11.

Demotions

None

Transfers

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

Public Records Requests

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.

Training & Development Opportunities

- LEAPS Academy (Leadership, Ethical Decision Making, Attitude & Accountability, Professionalism, and Superior Customer Service) courses for these learning programs continue with the second class of the first group of supervisors on February 10th, 2011.

HR Process/Systems Issues/Improvements

- Employee Relation Assistant attended a Networking Luncheon on Feb. 9th hosted by NEOGOV to learn more about streamlining the hiring, selection and performance evaluation process

Risk Management Projects

- Developing an Action Plan for Reconciliation of Self-insurance Reserves

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: - 68 New work - 73 completed - 68 in progress
- Virus Protection: - E-mail spam and virus prevention via MX-Logic service

Total Inbound E-Mails	27,668	Inbound E-Mails Blocked	18,201
Delivered Inbound E-Mails	9,241	Quarantined Messages	226
Percentage Good Email	33.4%	Virus E-Mails Blocked	15

- Notable Events: None.

Geographical Information Systems (GIS)

- Addressing Additions: 5 Changes: 1 Corrections: 0
- Map/Information Requests: 11
- Information Requests from External Organizations: 3
- CIP Related Projects (pavement management, project tracking map): 0
- Notable Events: Updated all utility map books and base maps (total of 53 maps).

Leisure Services

Administration

- Held supervisory staff meeting
- Attended Public Works staff meeting
- Attended City Manager staff meeting
- Held staffing issues meeting
- Attended Leisure Services Advisory Board meeting
- Tennis Center agreement renewal meeting
- Park visits with HR
- Girls basketball meetings
- Casements events meeting
- Community events meeting
- Planning for Tarpon Statue Dedication
- Attended Project ROMP meeting
- Attend Skate Park meeting
- Attend Tarpon Statue Dedication

Athletics

- City's Girl's Basketball Program started their playoff games this week, on Monday through Friday nights, 6 to 9pm at the Nova Gym.
- OBYBA Boy's Basketball Program also started their playoff games this week at Nova Gym and at South Ormond Gym. Games were on Monday, Wednesday and Friday nights, from 6 to 9pm, and on Saturday morning from 9am to 2pm. They also had games at Nova Gym on Monday through Friday nights at 6pm 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 teams are competing, with a total of 9 games for the week.
- 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. Games are scheduled to begin next weekend.
- CCA and FLHS Girl's Softball continued their practices this week at the Dale Buttleman softball quad. Practices are held daily from 4pm to 6pm. Their game season will start next week.
- SHS, FLHS, and RBA Baseball continued their practices this week at the Harry Wendelstedt baseball fields at the sports complex. Games are scheduled to begin next week.
- The OBSC hosted a group of games for their district qualifier this past weekend. Games were played throughout the day from 9am to 5pm, Saturday and Sunday.
- 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 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.
- Mowed the soccer fields.
- Mowed the softball fields.
- Prepped the field for winter season of men's softball league.
- Prepared the baseball fields daily to host the annual baseball umpiring school.
- Hosted a district playoff game for Seabreeze boys and girls soccer.
- Painted and prepared soccer fields #5 - #8 for high school and club practice and games.
- Put new parking poles throughout the Airport complex.
- At Nova Park the fields are being edged and clay added to get them ready for the upcoming season.
- High school baseball and Golden Spikes competitive teams have begun daily practices on all 4 baseball fields.
- Finished laying out and painting new soccer fields for another tournament this weekend.
- Put out goals, benches and trash cans for the tournament.
- Fixed irrigation problems at Nova Park fields.
- Re-seeded the South Ormond softball field with rye grass seed.

Senior Center

- Granada Squares Dance, Tuesday
- Tomoka Duplicate Bridge, Tuesday, Saturday

- Thousand Oaks HOA, Wednesday
- Daytona Community Church, Thursday
- Big Band America, Thursday
- Square Dance, Friday
- Chinmaya Church, Sunday

Performing Arts Center

- Staff prepared for performance of Big Band Salute To Nat King Cole and Sammy Davis Jr. (Saturday).
- 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 “Big Band Salute To Nat King Cole and Sammy Davis Jr.”, February 12th, 7pm - \$40

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
- Continue planning process for Art In The Park
- Began mail-out process for Art In The Park applications and web site application
- Attended Senior Games meeting
- Attended Memorial Day committee meeting
- Finalized storage area clean up
- Finalized various organization projects
- Began training of new hire Randall Silcox, part time technician
- Began maintenance projects
- Walk with the manager, Friday, February 11th
- Tarpon statue dedication, Rockefeller Gardens, Saturday, February 12th

Gymnastics

- Continued planning for a spring show
- Preparation of competitive girls for 2nd qualifier later in this month
- Developed plans for partnership with Nova Rec. summer camp

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, Phonics and Miss Debby's Dance Classes.
- Jr. Jazzercise continued its winter season on Thursday.
- Basketball was on Monday through Friday 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, confirming the photographer, finalizing the stage design and sending the volunteer recruitment letters.
- Challenger Volleyball continued its winter season of practice on Tuesday.
- Planning for both Camp T. Rec and Nova Community Center's summer camp continued which included continued development of the daily plans, attending a conference call, contacting field trip sites and contacting guest presenters.

The Casements

- Tours continued this week from 10:00am to 4:00pm daily Monday through Friday.
- "Foxfire" exhibit "From Bulow and Beyond" will be in The Casements Gallery throughout the month of February.
- Yoga classes Tuesday 10:30am to noon, and Thursday evening from 6:30pm to 8:00pm.
- Pilates classes continue every Tuesday and Thursday afternoon from 3:30pm to 4:30pm and Wednesday and Friday mornings from 8:30am to 9:30am.
- The Coordinator met with Carol Chillemi from Seaside Herb Society this week to begin plans for their upcoming Herb Faire in April.
- The Coordinator worked this week with the National MS Society in finalizing plans for their upcoming walk in March.
- The Coordinator met with members of Ormond MainStreet this week to continue planning the upcoming Celtic Festival in March.
- Staff prepared items needed for Saturday's Tarpon dedication.
- Staff prepared items needed by Community Events Division for the upcoming Commission Workshop.
- Staff assisted with set up and strike of the weekly Farmers' Market on Thursday from 12pm to 5pm.
- Staff worked with artist Pat Spano this week developing a new Summer Art Camp program.
- The Coordinator met with two new prospective instructors to offer "French for Tourists" class as well as a new art class, "Zentangle" this week.
- The Coordinator attended the second session of "LEAPS" training this Thursday at ATC from 8:00am to 4:30pm.
- The Casements Staff assisted Community Events with the Tarpon dedication ceremony on Saturday at 2pm in Rockefeller Gardens.

Parks and Irrigation

- Repaired all zones in rear parking lot at City Hall
- Ran all zones at Birthplace of Speed Park, replaced 2 broken heads, adjusted and re-nozzled heads.
- Turned on water to Rockefeller Gardens, Casements and Fortunato Park
- Installed new reuse water line to water wheel at Rockefeller Gardens
- Dug up valve box and replaced broken solenoid adapter; installed 2 new rotors, dug up and lowered 2 heads, ran zones

- Ran zones, flagged heads, got supplies for Nova ball field #4
- Ran zones on median #7, #24 and #25. Replaced 4 spray heads, re-nozzled heads on S. US1 medians
- Ran zones at Old Kings Rd. retention pond, checked heads and bubblers
- Rebuilt timer at Rockefeller Gardens
- Ran zone at Woodlands median, no problem found

Building Maintenance

- Repaired A.D.A. door in breezeway at City Hall
- Repaired broken ladies room sink at Nova Park outside restrooms
- Installed new toilets in men's and women's restrooms at the Senior Center Meals on Wheels
- Assisted in installation of tarpon sculpture at Rockefeller Gardens
- Cleared clogged floor drain at the Wastewater Treatment Plant
- Completed restroom renovations at the Nova baseball fields
- Installed new trash can at Waldo Berry Park
- Repaired threshold light on runway 26 at the Ormond Airport
- Installed new electrical circuit in the Engineering Dept. at City Hall
- Hung pictures and bulletin board in the Human Resources Dept. at City Hall
- Repaired vandalized drinking fountains at Nova Recreation east fields
- Installed new picnic table at the Cassen Park bait house
- Repaired lighting in gymnasium at Nova Recreation
- Repaired three decorative streetlights on New Britain Ave.
- Removed graffiti from signs at Central Park I

Police Department

Administrative Services

- Finalizing investigation and report Property and Evidence Room audit and inventory.
- Weekly Departmental Staff Meeting
- Initiated training phase for new officer; re-advertising position to fill vacancy created by retirement of Sgt. Corn.

Community Outreach

- Tutors R Us was held at the South Ormond Neighborhood Center. Currently 18 youths are enrolled.
- Science on Patrol was offered at Ormond Beach Middle School. Currently 16 youth are registered for the program.
- The 12 U and 14 U boys, and the 14U girl's basketball teams participated in the Regional Basketball tournament Saturday, February 4th in New Smyrna Beach. The boys 12 U and 14 U won in their division and will represent OBPAL as the Region 5 Champions at the State of Florida Association of PAL tournament in April.
- The READ began at Ormond Beach Elementary School. Currently 16 youth are pre-registered for the program which begins next week.

Community Services & Animal Control

- Animal Calls responded to 76
- Animal Reports 12
- Animal Bites 1
- Animals to FHS 8
- 6 Cats, 1 Dog, 1 Raccoon
- Sick or injured wildlife 13
- Animals Traps issued 2
- Animal Licenses 3
- CSO's met with NID to go over Naviline Procedures

Criminal Investigations

- Cases Assigned: 24
- Cases Cleared by Arrest/Complaint Affidavit: 10
- Cases Exceptionally Cleared: 9
- Inactive: 17
- Fraud: 3
- Burglary Business: 1
- Burglary Residential: 6
- Larceny Car break: 8
- Grand Theft: 1
- Auto Theft: 0
- Offense Against Family/DCF Reports: 1
- Missing Persons: 1
- Recovered Missing Persons: 1
- Sex Offense/Rape: 2
- Robbery: 1
- Assaults:

Narcotics

- Three Buy Walks and Four Buy Walk Attempts
- Search Warrant Obtained

Comments:

- Strong Arm Robbery: Investigators are attempting to identify the subject responsible for a purse snatching that occurred at the Trails Shopping Center near in the area of the Dairy Queen. An elderly woman was approached during a heavy rain storm and knocked to the ground as her purse was snatched. The white male culprit fled the scene and the victim's credit cards were used at several locations in Volusia County. Investigators are attempting to located video evidence due to the vague description of the perpetrator.
- News Journal Burglary: A suspect has been identified in the recent burglary of the News Journal. Charges are expected after further investigation.
- Thefts from city buildings: An SRI Employee has been arrested and charged for several counts of grand theft and other related charges for multiple thefts from city buildings. The subject would go through employee's desks and filing cabinets during the evening hours while cleaning offices. The subject was caught on tape going through desks during a sting operation, questioned and arrested. Investigators are meeting with prosecutors today and additional charges and warrants are pending.
- Detectives are working with other law enforcement agencies throughout central Florida sharing intelligence on an organized gang operating throughout the state committing random car burglaries. Items stolen are then taken to other cities throughout the state and disposed. Several members of this gang have been arrested however the gang is large and well organized and recruits new members on an on-going basis.

Records

- Walk - Ins / Window 155
- Phone Calls 227
- Arrest / NTA'S 35
- Citations Issued 160
- Citations Entered 114
- Reports Generated 123
- Reports Entered 131
- Mail / Faxes / Request 102

Operations

- 2/3/11 – Protesters (anti-Obama) outside of the Post Office on E. Granada. One civil complaint between protesters and a Post Office patron.
- 2/3/11 - Civil complaint – S A1A between father and daughter. The investigation resulted in the arrest of a female for an outstanding warrant.
- 2/3/11- Accident at US 1 and Granada Blvd. - DUI arrest made.
- 2/3/11 – Retail Theft/Shoplifting - Bealls, 1458 W. Granada Blvd. Suspect fled and ran into county area off of Granada. Witness observed suspect get picked up by a passing vehicle. Vehicle was located at Granada and Clyde Morris - suspect was arrested.
- 2/3/11 - Adult female was charged with child endangerment after being arrested for DUI. Suspect was located as she pulled into her driveway. Two juveniles were found in the vehicle with her.
- 2/3/11 - Larceny Grand - Riverside Dr. Several thousand dollars in jewelry and a fur coat stolen over the past year. Victim believes the thefts were committed by the husband's girlfriend. Husband admitted to having a girlfriend, but claimed she had no access to the items reported stolen.
- 2/3/11 - Narcotics arrest 300 block S. A1A – arrest was made as a result of a routine traffic stop.
- 2/4/11 - Grand Theft by employee at Wal-Mart.
- 2/5/11 - Burglary; News-Journal Warehouse (123 N Orchard St); Computer equipment stolen.
- 2/5/11 – Battery - Shadow Lakes; Victim refused to press charges.
- 2/5/11 - Several fights at the Rockin' Ranch; One subject issued a trespass warning.
- 2/5/11 - DUI Crash - 600 Block of Hammock Lane, truck vs brick wall and Fence; Prior to hitting the wall, the truck took down the speed limit sign on Hammock near S Kings Rd
- 2/5/11 - DUI Crash - N Halifax and Tanglewood, vehicle vs utility pole; FPL called out to replace the damaged pole. Electrical service was out in the area for approximately 5 hours while the repairs were being made.
- 2/5/11 – Car Break - N. US1
- 2/5/11 - DUI Crash with Injuries and property damage, northbound off-ramp of I-95 at SR 40; DUI arrest made.
- 2/5/11 – DUI arrest 200 block of N. Yonge St; vehicle finally pulled over at US1 and I-95.
- 2/6/11 – Domestic Violence – Battery, Bryant St; adult female arrested.
- 2/6/11 – Car Break - 910 S Atlantic Ave; suspect left keys to the vehicle on the front seat and locked the doors after taking \$200.00 from the glove box.
- 2/6/11 - DUI - traffic stop, Clyde Morris Blvd. and Granada Blvd.; Adult male arrested.
- 2/6/11 - Strong Arm Robbery - Trails Shopping Center; elderly female had her purse snatched from her by a white male subject with dark hair. Victim waited twenty minutes before reporting the incident. During this time element the victim's credit card was used in Rivergate Plaza. The area was canvassed with negative results.
- 2/7/11 Residential - Burglary – Kenilworth Avenue.
- 2/7/11 – Car Break - Seville Avenue.
- 2/8/11 - Car Break - Flower Tree Dr; driver side passenger window broken out and \$10.00 in change taken.
- 2/8/11 - Car Break - Wellington Station; white ford pickup truck had tools taken from open bed of truck.
- 2/9/11 - Car Break - Old Tomoka Ave, Tomoka Elementary; front passenger window broken out while victim dropped off her child at the school. Camera, camcorder and purse stolen from the front seat.
- 2/9/11 - Auto Theft / Car Break - S Atlantic Ave.; victim had both of his vehicles parked in the underground garage of the Aliki Condominium. Surveillance video captures one

suspect wearing a "hoodie" sweat jacket enter the garage during the night and enter one vehicle and steal a gun. Suspect then entered second vehicle and drove off with it. Surveillance video shows suspect returning later with the stolen vehicle and leaving it in the same spot. The victim reports a gun was stolen from this vehicle also.

Traffic Unit

- 11-02-00050, DUI Crash, US 1 / SR 40. Motorist rear ended another. She was heavily intoxicated and was making suicidal statements. Arrested for DUI. Adult daughter was notified of situation.
- 11-02-00051, Patrol Assist / Shoplifter, Bealls, 1478 W. Granada Blvd. Motor units assisted with capture of a vehicle fleeing from a retail theft scene. Property was recovered and the suspect was arrested. Turned over to Patrol.
- 11-02-00072, Hit and Run Crash, Wilmette Avenue / FEC. Waste Management truck making a delivery to the OB Waste Treatment plant was observed striking and destroyed a lowered gate at the railroad crossing nearby. Driver denied any involvement. Too much unrelated damage on vehicle to determine if it was the same one. The witness could not be located. Officer Piccola contacted the witness on the following day. He provided a statement, reporting that the suspect driver intentionally crossed thru to outrun the lowering gate and attempted to swerve to avoid it. The driver was contacted again and charged with leaving the scene of a crash and careless driving.
- The second Kawasaki motorcycle has finally arrived. Decals have been applied and it is in service as of Wednesday.
- Variable Message Board deployed at Division Avenue and US 1 for city repairs near Railroad Street.
- Officer Pavelka attended an on-line reporting workshop in Orlando. We received information on the State's plans to go completely paperless (crashes and citations) within the next five years.
- Sergeant Smith assisted the Training Unit with firearms qualifications.
- Sergeant Smith attended a FDOT meeting in South Daytona. Grant equipment incentives and Law Enforcement Officer driving safety training video was provided. This training will likely be passed on to the rest of the agency in the near future.
- Traffic Citations 103
- Parking Citations 3
- Crash - No Inj. 7
- Crash - Injury 2
- 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
 - 200 BLK Main Trail
 - US 1 / SR 40
 - 800 BLK Wilmette Avenue
 - Airport Road
 - Hull Road / US 1
 - N. US 1
 - SR A1A
 - Enforced Complaints:
 - Central Park area (Division, Hand, Fleming)
 - 100-500 BLK Clyde Morris Blvd.
 - Ormond Lakes

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 5 Cases Initiated
- Zone 2: 5 Cases initiated
- Zone 3: 4 Cases initiated
- Zone 4: 0 Cases initiated
- 12 tree removal permit requests
- 46 signs either removed or sign cases created.
- Administrative staff assisted with one walk-in and fifty-two (52) telephonic inquiries.

Public Works

Engineering

Project Summary

Construction Projects

- US1 Forcemain Extension Phase II - Preparatory work for installing mounting brackets on the Tomoka River Bridge was completed. Mounting brackets were manufactured.
- Water Treatment Plant Dist. System Phase II - Restoration paving and sidewalk was completed. Treatment plant tie-in was completed.
- 2010 Roadway Resurfacing - Several resurfacing options were prepared for consideration based on pavement condition index, usage and cost to determine the best alternative roadways to resurface for remaining contract asphalt tonnage.
- SR40 Sidewalk / Trail Phase I - Responded to inquiry from FDOT on reimbursement and resubmitted.
- SR40 Sidewalk / Trail Phase II – Preparing closeout documents.
- Ridgewood Sidewalk- The project is 75% completed.
- Tarpon Sculpture Installation - The sculpture was installed as scheduled last Thursday and the Cobb family was in attendance. PW staff is working on a solution to retrofit the floating fountain as it is resting crooked under the sculpture due to angled main support.
- Granada Bridge Decorative Pole Replacement – The contractor began on Monday as scheduled and completed 3 complete pole replacements on Riverside Drive and 50 fixture replacements between Orchard and Beach Street.
- 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 - Construction is ongoing. A section of Division Avenue will be closed for installation of utilities.

Design Projects

- Corbin Ave - Prepared cost estimate for proposed utility improvements.
- Selden Ave- Construction plans and bidding specifications are being prepared for improvements to the utilities, stormdrain and roadway. Staff is also looking into looping the watermain down Ford St to Lincoln Ave as part of this project for better water circulation and replacement of 2" watermains. The Improvements to Selden Ave is partially funded through CDBG.
- Alcazar-Buena Vista Area Drainage Improvements - Final Documents are being processed to prepare for project bidding.
- Airport Road Forcemain Extension - Staff met with consultant for progress meeting. Received FDOT construction permit. Processed FDEP
- Tymber Creek Widening - Final plans and schedule of values are being prepared.
- OBSC Boundless Playground - A preconstruction meeting is scheduled for 2/15.
- SR40 Sidewalk / Trail Phase III - Send fee to SJWMD for permit.
- Granada Underground Utilities - Send Work Authorization to Consultant.
- SR40 Washington to Beach St. - Prepared City Commission memo for medians.

- SRA1A to Nova Interconnect - Sent information for bridge attachment.
- US1 & SR40 - Sent FDOT communication cabinet specifications.
- US1 & Nova Rd. - Sent comments on LFA.
- City Hall Landscape Renovation – Staff has begun preparing a final design to solicit quotations from local contractors.
- Downtown Wayfinding Signage - All bids were rejected by the City Commission and staff is working with a local sign company to value engineer a solution that will look identical to the design that was approved by the Commission but will address review comments from the FDOT.
- Downtown Parking Improvements - The bid award is scheduled for the 3/8 City Commission agenda.
- 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 – Processed additional work authorization to provide for additional survey needed to accommodate incorporating off-site retention as SJRWMD will require full pre-post stormwater attenuation but has agreed to allow for compensating storage in adjacent basin areas not currently being treated. This will offset the need to provide for on-site retention ponds which would require purchase of property along John Anderson Drive.
- 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

- Prepared project invoices/pay requests totaling \$274,183
- Prepared requisitions/PO's totaling \$582
- Prepared and submitted FRDAP close-out report for the South Ormond Neighborhood Center ball field lighting improvements project, and submitted a reimbursement request for the total grant amount of \$79,671.00
- Routed & transmitted SRF Loan disbursement request #12 to FDEP for \$132,080

Customer Service

- Responded to inquiries from Hometown News reporter on SR 40 Utilities Undergrounding.
- Responded to Consultant request for information on SR 40 with FDOT's two projects.
- Responded to FDOT on Brighthouse permit request.
- Investigated and responded to two residential concerns regarding resurfacing both recent and future.
- Addressed three HOA concerns regarding recent receipt of letter noticing HOA of stormwater maintenance responsibilities.
- Contacted Volusia County Engineering regarding concern from Tymber Creek HOA regarding the County proposed access to a stormwater pond. County will be following up with a meeting with HOA to resolve the issue.
- Researched and provided ownership information of the Kings Crossing entrance property for the HOA.
- Provided lot grading plans for the Westland Village Sub to building contractor request.
- Tree located @ 125 Shady Branch for Neighborhood Improvement Division.
- Onsite visit to 36 Rosewood to see if alterations to SWMP would affect the performance of the supplied plan.

- Onsite visit to 91 Orchard Ln to determine if the submitted SWMP complies with city requirements.

Meetings

- Attended FDOT/FHWA LAP workshop.
- Meeting with Planning Dept staff regarding 294 Booth Rd proposed dock plan requirements.
- Onsite meeting with project inspector at the WWTP to discuss location of proposed FPL easement.

Other

- 42 projects were inspected.
- Reviewed stormdrain pipe video for Tomoka Ave, between S. Beach St. and US1 to determine if pipe condition is associated with sags in roadway surface, which it apparently is, based upon root intrusion into the RCP piping. Staff is investigating a solution correct this problem.
- Staff has been performing routine monthly inspections of runways, taxiways and fuel farm for the Ormond Beach Municipal Airport, which is scheduled for Statewide inspection by FDOT Aviation Office via consultant 2/28/2011. Staff will make arrangements and accommodations for the statewide inspection.
- Created PDF's of the S.O.N.C. Ballfield Lighting Project for grant requirements.

Environmental Management Division

Street Maintenance

Asphalt / Concrete

- Poured concrete for Water Department utility cut at 1064 Oceanshore Boulevard
- Asphalted around valve box (for Water Department) at 168 N. Ridgewood Avenue
- Repaired asphalt around landscape island (3 tons) at Kim Court
- Asphalted utility cuts for the Water Department at Fluhart Drive (1/2 ton) and Riverside Drive at Rockefeller (2 tons)

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
- Cleaned up storm debris and trimmed at N. Halifax, Aztec Trail & Orchard Street

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
- Daily 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

Sign Shop

- Fire Station #92, 189 S. Nova Rd., installed a 20" City logo on the entrance sign
- Fabricated new High Intensity Prismatic street names for intersections along Riverside Drive & S. Halifax Drive
- Repaired or replaced signs at the following locations:
- Grove St. & Ellsworth, replaced HIP (High Intensity Prismatic) street signs at the (2) intersections
- N. Halifax Dr. & Tanglewood Ave., replaced a "No Passing Zone" sign & post that was hit by a vehicle
- Hammock Ln. E/O S. Old Kings Rd., replaced a 25 mph sign post hit a vehicle
- Fluhart Dr. & Riverside Dr., replaced (6) delineators located in the center of the road

Stormwater Maintenance

Maintenance Crew

- Locates citywide
- Carp Barriers – cleaned and inspected
- Pump Stations - inspected
- Vacon – uncovered pipe and mitered end at Hammock and Mainsail. Contacted Engineering Department of this problem
- Cleaned Basins – all zones due to storms
- Industrial Park – did digging and mowing
- Sinkholes – Hammock Lane
- Basin Repair – Autumn Wood
- Terminated a probationary employee

Street Sweeping

Streetsweeper

- 104.5 miles of road cleaned
- 28.0 cubic yards of debris removed

Fleet Operations

Mileage Traveled by all City Departments for the week

35,928

PM Services completed for the week:

Emergency—Vehicles and Equipment

8

Non-Emergency Vehicles and Equipment

60

Road Calls for the week:

1

Accidents for the week:

0

Quick Fleet Facts:

- Fleet has 10,752 gallons of unleaded fuel and 2,260 gallons of diesel fuel on hand.
- Rolling stock averaged 61 per vehicle miles this past week.

Utilities Division

Projects 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. Staff and consultant discussed efficient piping modifications for delivering additional reuse source water to Hunter's Ridge to augment current raw water source supply. Piping modifications will include new piping section and existing raw piping converted for reuse transmission to fill the storage tank with reclaimed water while leaving all other discharge pumping operations from tank to irrigation – fire system intact. Awaiting receipt of plans modifications.
- Fire Hydrant Replacement Program – 1st year of multi year phased project is complete. Staff preparing bid documents for next group of hydrant prioritized replacement.
- Ormond Beach Wastewater Treatment Plant Rehabilitation Project – Preparation of Change Order #2 pending demonstration that ragging at the influent pump station (IPS) is eliminated or reduced to a reasonable frequency. All three Influent pumps-motors were taken to Tampa Armature Work's shop for a determination of the cause of the problem. Parts were ordered to repair pump 3. The pump is being repaired and is anticipated to be installed late February. 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 to eliminate partial clogging in the influent pipe to clarifiers was performed on Clarifier No. Two and flow improvement is noted. A cost proposal was provided by the Contractor for performing the obstruction removal at the Clarifiers as required by the contract conditions for this allowance item of work. Clarifier one influent piping was also video inspected by staff. The video was sent to the contractor for cost estimating. Removal of the obstructions will be coordinated with the Chief Plant Operator. Estimated cost is \$8,373.81 per clarifier. Attended a meeting with the contractor and their instrumentation and controls subcontractor to discuss the proposed instrumentation to be furnished at the plant.
- Gravity Sewer Pipeline Repair –Four manholes on State Road 40 remain for completion. Chaz Equipment Company is performing the work.
- Water Treatment Plant High Service Pump Station VFD Conversion - Paper, mylar and CD copies of the drawings was 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 paint color sample was received for review. A schedule needs to be developed to inform the landowner when the work will be accomplished and dewatering system well points are set at the Lift Station Ormond Mall site. The surety company directed the format of how Pay Request #14 will be processed. A partial payment will be sent to Worsham with the remainder going to the surety company. Worsham is currently excavating for wetwell structure at OM site.
- Rima Ridge Wells – Staff is reviewing basis of change order for change in pumping characteristics found during well production testing. The basis of design for the pumps is 60 horsepower (hp) rather than the 50 hp used to establish the initial change order cost and staff has requested additional justification for review. Bermad valves will be added to

- regulate discharge pressures at the wells. Pump curves were evaluated and reduction of the change order costs for pumps and motors was requested.
- Root Control Services –The project is completed and the final payment application was submitted for processing.
 - Sludge Disposal Services - A City Commission memo was prepared and submitted to the Legal Department for the March 8, 2011 meeting recommending a contract award to Shelley's Environmental Services.
 - Tiffany Circle Water Main Replacement – A request for additional information was received from Volusia County pertaining to the Right-of-Way Use Permit application. A response is being prepared. 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 Department for review. A topographic survey is being prepared for Lift Station 4M1.
 - Water Plant Aerator Rehabilitation – McKim and Creed provided a proposal to prepare plans and specifications to bid the project. Engineering costs to prepare these documents exceeds the potential savings that can be realized by making this a sole source project. A sole source memo is being prepared for DeLoach Industries, Inc. to perform the work.
 - 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.
 - SPRC – Plans for Family Dollar and T-Mobile Communications were received for review.
 - Prepared Agenda Item for City Commission information concerning Central Florida Regional Water Supply Strategy as recommended by Central Florida Congress of Regional Leaders.

Water Distribution

- Replaced 7 residential meters
- Responded to or repaired 5 water service leaks
- Flushed 4 cloudy water complaints
- Replaced 6 water services, and 2 meter boxes
- Responded to 5 low pressure complaints
- Meter Testing: 3" and 4" commercial water meters, tested accurate
- Fire hydrants: continued spring maintenance on Volusia County fire hydrants served by our water system- 28 hydrants inspected, tested, and maintained. Selected 35 fire hydrants for replacement due to age and style for next annual phase of hydrant replacement project.
- Rescinded all outstanding boil water notices.
- Performed scheduled shutdowns: replace a broken 6" main line valve at the corner of Fluhart and Riverside Drive

Water Treatment

- Delivered City 33.996 million gallons week ending February 6 (4.857 MGD)
- Backwashed 14 filters for a total of 611,000 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.

Waste Water Collection - Reuse

- Crews responded to six trouble calls out west Breakaway/Hunters Ridge area and two in town.
- Sixty eight manholes have been rehabilitated by Chaz Equipment Inc. Contract ongoing.
- Crew support of subcontractor #3 clarifier 24" line cleaning from splitter box to clarifier at the Wastewater plant Tuesday morning.

- Three laterals televised this week.
- Repaired 300' of 6" lay flat hose.
- PEP System Maintenance Activities for period:
- Found broken tanks at 18 Huntsman Look, 11 Foxcliff Way. Ordering new pep tanks for replacement.
- Crew locating and marking all Irrigation and sewer valves in Breakaway Trails.
- 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 26.32 Million Gallons
- Produced 11.44 Million Gallons of Reuse
- Produced 14.88 Million Gallons of Surface Water Discharge
- Influent flows average for the week is 3.76 MGD, plant designed for 6 MGD
- Hauled tons of sludge 113.28 (14%-18% Solids).
- Influent Pumping Station is bypassed. Operations are manually calculating and splitting samples flow proportional sampling for the raw flow.
- FDEP Annual Compliance Inspection was performed
- 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

- Repaired door lock on well 16D.
- Went to Melrose to investigate the possibility of installing a pressure transmitter for the Reuse at the river crossing, will have to wet tap line.
- Replaced oil pump, motor and love joy coupling at Centrifuge.
- Repaired Bermad valve pressure lines at well 37R.
- Obtained lay lengths for 5 new well flow meters at BAT wells 3 and 4 and wells 23H, 25H and 28H that failed flow testing. Also requested PO for same.
- Checked fill pump at Leeway Trails elevated tank for operations. Found OK.
- Prepped well 19SR for motor and pump replacement.
- Assisted operations with adding chlorine to well 18SR.
- Prepped well 12D for pump and motor replacement.
- Started filter #6 for operations, found power off at remote panel.
- Ran piping for power and signal wiring to new flow meter off 16" line leaving south side of plant.
- Replaced pressure transmitter at 5P liftstation that reads distribution pressure.
- 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.

Wastewater Plant – Lift Stations – Reuse System

- Received training from FLYGT on Data retrieval from APP controllers, also received program to perform task on our own. This will allow storage of set points on city system for retrieval in event of controller failure.
- Reset pump #2 at 3P liftstation.
- Power failure at 8M1 liftstation, due to squirrel getting on main line. Ran genset till FPL restored power.
- Replaced isolation valves to feed pump #2 to support upcoming installation of Centrifuge Feed pump #1.
- Replaced pump packing on RAS pump #4.

- Replaced isolation valves and check valves at Ormond Green liftstation.
- Performed PM service to Reuse HSP equipment
- Assisted contractors with plant rehab activities
- Performed PM Service to all plant equipment.
- Deragg 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 73 work orders as reported in MP2 computerized maintenance management system, of which 60 were PM work requests and 13 were repair work orders.