

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: September 5, 2014

This is a weekly staff report that is used as a management tool that I thought you might find helpful. The departments are listed in alphabetical order.

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with Economic Development Director and Fire Chief
- Reviewed State of the City materials
- Property maintenance discussion with senior staff and City Attorney's office

Spoke to, attended and/or met with:

- City staff and Maryam Ghyabi and FDOT staff regarding the US1/I-95 Interchange Report
- As requested, general discussions with Commissioner Boehm (meeting) and Commissioner Partington (phone)
- Phone calls to several citizens regarding their concerns
- City staff, Al Jorczak and Maryam Ghyabi regarding the Airport Master Plan
- City staff and Robin Dickey, Brighthouse, regarding wireless network planning
- Held Walk with the Manager

Community Development

Planning

- The Planning Director met with the City Manager, Assistant City Manager, and Deputy City Attorney to discuss the subject of a property maintenance code.
- The Board of Adjustment approved the Tanglewood variance related to the construction of a pool screen enclosure within the required screen enclosure setbacks. The Board requested staff to pursue the following LDC amendments related to screen enclosures:
 - Make the screen enclosure setback 5' feet in the rear yard, consistent with the deck setback;
 - Allow existing pools that are closer than 5' to have a screen enclosure without a variance; and
 - Allow replacement of existing screen enclosures in the same footprint if they are closer than 5'.

Unless there are objections from the City Commission, the Department will draft an LDC amendment and present it to the BOAA and Planning Board in October.

- The Department received from Shoreham, Bent Palm, Ormond Ocean Club and Ormond Holiday Club through their legal representative a sizable package supporting a Nonconforming Determination request. The Planning Director along with assistance from the Legal Department will be reviewing the information to make individual determinations for each property.
- The Department will have two vacant positions that will affect service to our customers. The first is a Permit Technician, Rob Hart, who is assigned to the Engineering Division but works at the Joint

Permit Counter. He has taken a job as a Supervisor in the Finance Department. He will be missed greatly due to his overall general knowledge of planning, building and engineering operations. The position becomes vacant at the close of business on September 5, 2014

The Chief Building Inspector, Glen Urquhart, was recruited by the Building Official from Daytona Beach and he has submitted his resignation. Glen has all the certifications to include Fire. Glen will be very difficult to replace given the cross certifications our inspectors need to perform the work. The position becomes vacant at the close of business on September 14, 2014

- We have received notice from Pastor Cord Bear that the following corrections are being made at Tomoka Christian Church:
 1. Sheds. Permits applications were picked up. Drawings for the sheds are being prepared for the permit application. Once that is done the electrician will pull a permit for the work he did on the sheds
 2. Additional parking. Zev Cohen has been engaged to move forward to update and modify the site plans.
 3. Conex storage containers. These two containers have been sold. The Church is awaiting confirmation on a date for them to be moved.

Building Inspections, Permitting & Licensing

- 264 inspections performed.
- 0 business tax receipts issued.
- 95 permits issued with a valuation of \$1,155,874.00

Development Services

- The SPRC received the following for review:
 1. Tomoka Holdings along with their drainage, civil, bridge and road consultants presented to staff the Ormond Crossings Phase A Infrastructure improvement plan set along with the second submittal of the Plat for Phase A.
 2. YMCA pool deck expansion.
 3. 1298 West Granada Boulevard final submittal.
 4. 1301 West Granada Boulevard, second submittal.

Economic Development/Airport

Economic Development

Ormond Crossings

- Tomoka Holdings is in the process of designing marketing material and a website to generate investment in the Ormond Crossings project. A copy of the material will be provided to the Commission when the project is completed.
- Tomoka Holdings has submitted plat plans for the design of Phase A in the Commerce Park portion (easterly-side of I-95) of Ormond Crossings. Staff met with Tomoka Holdings and their engineering consultants to review the plans. Follow up comments and revisions are expected over the next several weeks.
- Staff is arranging a meeting with Tomoka Holdings to strategize on options that would facilitate the extension of utilities and roads to open up the Commerce Park for industrial development.

Airport Business Park

- Staff is working with a local business on the expansion of their business and building a new facility on Lot 2 in the Airport Business Park.
- Staff is preparing an analysis for the reuse of the former City Nursery property adjacent to the Airport Business Park. A preliminary survey is underway of the undeveloped land that has a large percentage of wetland/floodplain restrictions. The findings will be presented to the Aviation Advisory Board and the City Commission in October/November.

Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County

- Staff met with the Chamber Tourism Committee to finalize the layout of the marketing brochure. The final draft has been presented to the Chamber Board and is ready for production in September.
- Staff met with Chamber officials to review revisions to the “Doing Business In Ormond Beach” resource guide. An updated edition is expected in October.

Prospective Business Attraction/Retention/Expansion

- Staff continues working with the realtors representing the StyleMark property to present the site to interested buyers. Several business prospects from Enterprise Florida and Team Volusia have visited the property of the past several months.
- Staff is working on revisions to the City’s Economic Development Marketing materials and website, which will be completed in September.
- Family Dollar Store, located at 274 West Granada Boulevard, has been recently vacated. Staff has identified the property owner and property management company to discuss the future leasing opportunities.

Airport Operation and Development

- Gate 10 was briefly out of service due to a faulty sensor unit. The gate has been repaired and returned to normal operation.
- The City Commission approved a work authorization for AVCON, Inc. at their meeting on August 19th, per Resolution 2014-134. The work authorization engages AVCON to perform a focused environmental assessment of the western regions of the airport, which has been required by the Federal Aviation Administration.
- Staff completed work to repair a leaking water valve near the main entrance to the airport.
- Staff has received the electrical engineer’s certification for the design phase of the Taxiway “G” project.
- Staff has requested and received a quote from AAA Fence, Inc. to conduct clearing of shrubs and overgrowth along the interior perimeter of the airport security fence. This clearing will facilitate regular inspection of the fence for maintenance and security purposes.

Finance/Budget/Utility Billing Services

- Completed Projects - Weekly
 - Processed 61 Journal Entry Batches (#5,074 – 5,205).
 - Approved 20 Purchase Requisitions totaling \$34,806.47.
 - Issued 8 Purchase Orders totaling \$17,453.31.
 - Prepared 130 Accounts Payable checks totaling \$125,319.54 and 35 Accounts Payable EFT payments totaling \$352,354.01.
 - Prepared 26 Payroll checks totaling \$22,492.86 and 334 Direct Deposits totaling \$405,810.95.
 - Transferred IRS 941 payment of \$153,735.85.
 - Processed 3,905 cash receipts totaling \$578,816.27.
 - Processed 1,106 utility bill payments through ACH totaling \$91,400.00.
 - Processed and issued 4,110 utility bills with billed consumption of water of 10,367k.
 - Issued 584 past due notices on utility accounts.
 - Auto-called 79 utility customers regarding receipt of a past due notice.

Grants/PIO

- Public Information
 - Press Releases
 - Kopy Kats “Fascinating Rhythm” (November 7, 8, and 9)
 - Florida Licensing on Wheels (9/9)
- Other

- Citizen Contacts
 - Media Contacts
 - Added to and updated items in News & Announcements and other pages on the City's website.
 - Completed weekly events calendar ads for Ormond Observer.
 - Met with videographer and staff on State of the City presentation.
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.

Fire Department

Weekly Statistics

- Fires: 0
- Fire Alarms: 6
- Hazardous: 5
- EMS: 81
- Motor Vehicle Accidents: 7
- Public Assists: 44

TOTAL CALLS: 143

- Aid provided to other agencies: 14 calls – Daytona Beach (5), Volusia County (9)
- Total staff hours provided to other agencies: 22
- # of overlapping calls: 33
- # of personnel sent with EVAC to assist with patient care during hospital transport: 6
- Total EMS patients treated: 66

Training Hours

- NFPA 1001: Firefighting 20
- NFPA 1002: Driver/Operator 2
- NFPA 1500: Safety/Equipment 55
- NFPA 1620: Pre-Fire Planning 18
- EMT/Paramedic 9
- TOTAL TRAINING HOURS: 104

Station Activities / Operations

- Updated 5 pre-fire plans
- Conducted training for newly hired firefighter. Training consisted of technical rescue, ground and aerial procedures, safety and survival, water supply, attack lines, ventilation, equipment and city geography.

Significant Incidents

- 8/30/14, 5:31 AM: N. I-95 / Mile Marker 278 – Motor Vehicle Accident – Assisted Volusia County with a two vehicle accident involving a passenger van and semi-truck – upon arrival found passenger van on its side with entrapments – total of eight occupants with two fatalities and multiple trauma alerts – I-95 closed for Air One Helicopter to land – two Ormond Beach firefighters assisted EVAC with patient care during transport.
- 8/30/14, 10:00 AM: E. Ridgewood Ave. / Arroyo Pkwy. – Motor Vehicle Accident – Motorcycle and car collision – one patient transported as a trauma alert – a firefighter assisted EVAC with patient care during transport.

Human Resources

Staffing Update

- Job Requisitions
 - Planning/Building – Chief Building Inspector
- Approved/Active Recruitment
 - Public Works/Fleet – Fleet Operations Manager was advertised on 04-21-14 on the Government Fleet's Job Finder web site, NAFA Fleet Management Association web site, the City web site and emailed to all members of the Florida Association of Governmental Fleet Administrators and will remain open until filled. Twenty (20) applications have been received, entered on the applicant tracking sheet with qualifications and forwarded to the department for review.
 - Human Resources - Employee Relations Assistant was advertised on 08-25-14, In-house, on the City web site and S.H.R.M. web site with a closing date of 09-10-14.
 - Engineering/Joint Permit Center – Permit Technician was advertised on 08-25-14, In-house and on the City web site with a closing date of 09-05-14.
 - Leisure Services/Nova – Part time Recreation Leader was advertised on 08-25-14 on the City web site, ERAU Student Job Center, Daytona State College Student Job Board and Bethune Cookman College Student Career Center job board as open until filled.
- Screening/Interviews Scheduled
 - Human Resources – Director was advertised on 03-14-14 on the City web site, News Journal on-line, F.P.E.L.R.A. web site, Florida League of Cities web site and newsletter, N.P.E.L.R.A. web site, S.H.R.M. web site, F.C.C.M.A. web site and the National League of Cities web site as open until filled. Seventy-four (74) applications and resumes were received, entered on the applicant tracking sheet with qualifications and scanned for the selection committee's review. Three (3) candidates were interviewed on 05-12-14 but a selection was not made. Position was re-advertised on the F.P.E.L.R.A. web site, the S.H.R.M web site and LinkedIn as open until filled. Interviews have been scheduled with five (5) applicants for 08-01-14. The interview panel recommended three (3) candidates be interviewed by the City Manager and interviews were conducted on 08-18-14. The process was not successfully concluded, so recruitment will continue.
 - Police Department/N.I.D. – Office Assistant III candidates were reviewed from L.S. recruitment, three (3) candidates were interviewed 08-13-14 and 08-14-14. The department asked that the position be advertised for one week to receive a larger pool of applicants. The ad was put on the City web site and in-house starting 08-18-14 and closed on 08-22-14. Thirty-one candidates were received, entered on the applicant tracking sheet with qualifications and made available for department review.
- Background/Reference Checks/Job Offers
 - Police Department - Police Officer was advertised through 07-03-14. Interviews were held on 07-30-14 and four (4) candidates were recommended to the Chief. Interviews with the Chief were held on 08-04-14 and 08-05-14. Conditional offers were made to three (3) candidates and backgrounds started.
 - Leisure Services/Gymnastics – Part time Assistant Gymnastics Instructor was re-advertised 05-15-14 on the News Journal web site, the City's web site, Daytona State College, Embry Riddle University and Bethune Cookman College student job boards and is open until filled. This position was re-advertised when the selected candidate declined the position. A candidate has been selected and began pre-employment processing.
- Terminations/Resignations/Retirements
 - FY Vacancy Ratio – M/E 07-31-14: 5.28% (excluding retirements).
 - Police Department – Police Officer effective 10-01-14.
 - Planning/Building Inspections – Chief Building Inspector effective 09-15-14.

Employee/City Benefits Program Update

- The National League of Cities Prescription Discount Card Program July, 2014 monthly report reflects savings of \$94,730.89 for City residents in the time that the program has been in effect in Ormond Beach. Over 2,572 residents have utilized the program during that time.
- H.R. staff working toward implementation of new benefits program through Plansource for on-line Open Enrollment process and benefits management.

Risk Management Projects

- Mayor's Health & Fitness Challenge 2015 event planning meetings..
- Restitution and subrogation file management.
- Attend Insurance Program Committee meeting and Claims Committee meeting.
- Attend Wellness Council meeting.

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects
 - Finance/Community Development – CRM system replacement – Proposals being reviewed by committee members. RFP Committee meeting held 7/30/2014
 - Community Development – Electronic Plan Review – Committee met to finalize evaluation of the options available.
WindowsXP to Windows7 implementation – Phase 2- Continue upgrading the remaining systems City-wide starting with City Hall. Community Development and Engineering installs started this week.

- iSeries system (HTE Sungard Naviline) - None
 - Windows Servers: - None.
 - Networking System: - None.
 - Work Orders: - 14 New work - 42 completed - 37 in progress
 - Virus Protection: - E-mail spam and virus prevention via MX-Logic service

Total Inbound E-Mails	45,205	Inbound E-Mails Blocked	31,994
Delivered Inbound E-Mails	13,083	Quarantined Messages	128
Percentage Good Email	28.9%	Virus E-Mails Blocked	60

- Notable Events:
 - IT Manager attended Volusia Technology Council meeting
- Geographical Information Systems (GIS)
 - Addressing Additions: 8 Changes: 1 Corrections: 0
 - Map/Information Requests: 13
 - Information Requests from External Organizations: 0
 - CIP Related Projects (pavement management, project tracking map): 0
 - Meter GPS locate and ID: 22,502 total, completed 20,211 (89.8%) potable 19,641, Irrigation 561, Effluent 9
 - Notable Events: None.

Leisure Services

- Administration
 - Met with Landscape Contractor for Weekly Updates
 - Weekly Professional Janitorial Meeting
 - Park Visits
 - Public Works staff meeting
 - Assistant City Manager meeting

- Leisure Services Pay and Classification discussion
- Athletics
 - The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday, and Friday at the Sports Complex. Play is at 1pm daily.
 - The Ormond Beach Golden Spikes 14's teams continue training this week on Tuesday and Thursday nights at the Sports Complex Kiwanis Field at 6pm.
 - The Ormond Beach Pride Tackle Football Program continued practices this week, Tuesday - Friday at the Ormond Beach Sports Complex on the new Multi-Purpose Fields at 5:30pm. They open their home season Saturday on Championship Field #7 at 9am.
 - The City Coed Adult Softball Fall Season continued games this week, Tuesday – Thursday, 6:20, 7:30, and 8:40pm. Eleven teams are signed up, which is our biggest fall season in many years. Season will run through early November.
 - Ormond Beach Soccer Club Competitive Teams continue practices this week on Fields #1 - #4, as well as #9 and #10. Eleven home games will be played this weekend at the Sports Complex. Recreational practices will start in September.
 - City Youth Flag Football started practices this Tuesday – Friday at the Sports Complex at 5:45 and 7pm nightly. Fifteen teams this season is two more than last year.
 - Lady Renegades continued practicing for their fall season, Monday – Friday evenings, at the Softball Quad, Sports Complex. They play host again this weekend to another tournament at Nova and the Sports Complex.
 - SHS JV Football opened up their home season with a game on Thursday at 6pm at the Sports Complex, Championship Field #7. This is the first of four home games.
- Athletic Field Maintenance
 - Cleaned park, tennis and basketball courts at South Ormond Neighborhood Center
 - Tended to infields, tennis and handball courts at Osceola Elementary.
 - Nova Park - mowed infields and outfields. Cleaned skateboard park, handball, basketball and tennis courts, Magic Forest and the common area of Nova Park.
 - 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.
 - Continued mowing of baseball fields, 3 times a week.
 - Continued mowing of the soccer fields, 2 times a week.
 - Continued mowing of the softball fields, 2 times a week.
 - Continued mowing, edging and trimming the T-Ball fields.
 - Replacing sprinklers as necessary.
 - Mowed SONC softball field.
 - Mowing OBMS weekly.
 - Daily clean up of Limitless Playground by the softball Quad.
 - Cleaned all sports parks of debris/trash from the events during week.
 - Lady Renegade's softball teams continue workouts. Prepared fields for them to use nightly.
 - Adding insecticide to all tanks of spray to try and keep the harmful insects under control.
 - Put out goals, benches and trash cans on soccer 1- 4 for OBSC practices.
 - OB Pride football has begun to practice on fields 11 and 12. Put out benches and trash cans for them. Goal post frames have been installed on both fields. Up rights have been installed.
 - Began laying out soccer fields for the fall season. Started with fields 9 and 10. Working on all fields now, 1 – 10, field 5 is closed.
 - Fall season of Co-ed softball has started. Prepped softball field 7 for them to use, Monday – Thursday nights.
- Senior Center
 - Tomoka Duplicate Bridge was held on Saturday from 11:00am to 4:00pm
 - Chinmaya Church was held on Sunday from 9:00am to 1:00pm

- Performing Arts Center
 - The Performing Arts Center hosted the following classes throughout the week as part of its regular operations:
 - Tuesday and Wednesday: CMT held regular classes.
 - Thursday: CMT and Kopy Kats held regular classes.
 - Friday: CMT held regular classes.
- South Ormond Neighborhood Center
 - Splash Pad open (10am to dusk)
 - Open playground (sunrise to 11pm daily)
 - Open gym (1pm to close weekdays and Center hours on weekends)
 - Fitness room open (Center hours)
 - Pavilion rental Saturday
- Community Events
 - Weekly administrative tasks, office work, meetings and activities
 - Final planning for Reel in the Fun fishing tournament
 - Reel in the Fun Fishing Tournament will be held tomorrow Saturday, Sept. 6th
- Gymnastics
 - The first week of the September session started with Tuesday classes
 - Tumbling tots continue to working on balance coordination
 - Developmental class working on bars
 - Levels classes concentration will be on upper skills including back walkovers, back handsprings, and round off back handsprings
- Nova Community Center and Special Populations
 - FitGyms conducted their personal training and tennis lessons.
 - 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, pickleball, ping pong, the game room and the exercise room.
 - Adult Jazzercise continues to meet at various times throughout the week.
 - Ms. Debby's Dance and Acting classes began this week. Various classes are offered throughout the week.
 - Riverbend Volleyball team hosted their home game at the gym on Tuesday from 5:00-6:00pm
 - SPARC hosted their annual Sock Hop on Friday from 6:00-8:00pm.
- The Casements
 - Classes met this week including Pilates and Yoga.
 - Tours continued from 10am to 3:30pm Tuesday, Wednesday, Thursday and Friday. Saturday tours from 10am – 12pm.
 - The Casements Camera Club exhibit continues in The Gallery.
 - The City fishing tournament will be held at Bailey Riverbridge Park tomorrow morning.
 - The Ormond Beach Baptist Church met at Bailey Riverbridge on Sunday morning.
 - A wedding ceremony was held in Rockefeller Gardens on Monday morning.
 - The Guild crafters met in room 203 on Thursday afternoon.
 - A wedding was held in Ormond Memorial Gardens on Friday afternoon.
 - A wedding rehearsal was held in Rockefeller Gardens On Friday afternoon.
- Building Maintenance
 - Weekly preventative maintenance of City owned vehicles
 - Weekly lighting inspection of airfield runways, taxiways and signage

- Weekly inspection of D.O.T. & facility lighting @ various City locations
- Met contractor for estimate on A/C replacement @ Ames Summer House
- Hot in offices, checked A/C system @ City Hall
- Assisted with pre-chiller installation operations @ City Hall
- Checked on progress of chiller replacement @ City Hall
- Photographed lightning strike evidence @ Art Museum and repaired conduit and circuit.
- Put janitorial, safety and battery orders away @ Building Maintenance
- Walked with Urban Forestry Foreman for tree trimming needs @ City Hall
- Portal 10 will not close at airport; called contractor
- Put repair manual in binder & change out bolts chiller City Hall
- Replaced lamps at Public Works
- Installed new GFCI in Utilities bay at Public Works
- Installed new track lighting and repaired sink drain at the PAC
- Repaired flag pole light at the Art Museum
- Produced a lighting material list for Lift Station
- Repaired broken irrigation pipe at Tennis Center
- Installed new time clocks for lighting at the Art Museum
- Replaced flood lights on entry sign and peacock fountain at the Art Museum
- Checked and replaced photo eye for Main Street Park Lights
- Installed new lamps and fixtures at Lift Station 5M
- Repaired light in Billiard Room at the Senior Center
- Replaced broken outlet cover at Andy Romano Park
- Replaced door on pump house at Baseball Complex
- Inspected the water control valve at Osceola Elementary
- Met Contractor for Stand Pipe inspection at Senior Center
- Moved clay roof tiles for new Bright House cable installation at the Art Museum
- Scheduled contractor to clear fence perimeter at the Airport
- Checked roof leak in the Chorus Room at PAC
- Replaced restroom door at CP1
- Met Volusia County Health Inspector at SONC Splash Pad
- Repaired outside restroom urinal at Nova
- Met pest control contractor for inspection at MacDonald House
- Inspection of the water wheel and sump pumps at The Casements
- Prepared maintenance invoices and receipts for City facilities
- Weekly maintenance of fountains at PAC, Bailey's, Arroyo, Riviera, Hospital Park, Fortunato and City Hall
- Parks Maintenance
 - Installed new "no swimming no diving" sign on Cassen pier
 - Removed graffiti from monument sign at BPOS park
 - Sprayed workout stations for weeds citywide
 - Installed new memorial bench at Central Park III
 - Installed new park rules sign at Sanchez Park
 - Repaired rotted deck board on Sanchez pier
 - Installed new memorial bench at Cassen Park
 - Straightened coquina memorial rock at Ted Porter Park
 - Replaced vandalized memorial bench at Central Park II
 - Cut grass and cleared access paths to pier at Sanchez Park
 - Citywide safety inspections of parks and equipment
 - Weekly inspections of park facilities for reservations
 - Call Out = clear clogged toilet at Central Park I

Police Department

Administrative Services

- Lieutenant Godfrey met with Department members interested in participating in the Police Unity Tour 2015 event.
- Command Staff attended the Department's Awards Committee meeting.
- The Department's annual shift bidding process was initiated.

Community Outreach

- A meeting was held with Assistant Principal Janice Norman at Ormond Beach Elementary School to review upcoming PAL programs. The schedule for the fall Science on Patrol program was presented and accepted. The program will be held on Thursdays after school beginning October 16, 2014.
- Applications for Science on Patrol at Ormond Beach Middle School were completed and will be submitted to the tutor to give to interested students next week.
- An OBPAL staff meeting was held to review strategies for the upcoming Golfing for Youth tournament to be held on November 8th at the River Bend Golf Club. Additional fundraising ideas were reviewed for presentation to the OBPAL Board of Directors in September.
- Letters were mailed to potential sponsors and players for the Annual Golfing for Youth tournament. Approximately 200 letters are being sent to area businesses and community members.

Community Services & Animal Control

- Animal calls responded to: 54
- Animal Reports: 9
- Animal Bites: 2
- Animals to Halifax Humane: 1 (1 Dog)
- Dog in foster from 227 Blue Heron
- Returned to Owner: 2
- Trap Neuter Release: 2

Criminal Investigations

- Cases Assigned: 19
- Cases Cleared by Arrest/Complaint Affidavit: 5
- Cases Exceptionally Cleared: 8
- Inactive: 12
- Fraud: 1
- Burglary Business: 0
- Burglary Residential: 5
- Larceny Carbreak: 5
- Grand Theft: 2
- Auto Theft: 1
- Offense Against Family/DCF Reports: 0
- Missing Persons: 1
- Recovered Missing Persons: 0
- Sex Offense/Rape: 0
- Robbery: 0
- Assaults: 0
- Police Information: 2
- Death Undetermined: 1
- Stalking: 1

Narcotics

- One Search Warrant
- Two Buy Walks
- Several Buy Walk Attempts
- One Knock and Talk
- Three Meth Lab Investigations
- Narcotics Arrest
- Surveillance
- Training

Comments:

- Robbery Investigation: Investigators attempted to locate the subject responsible for a strong-arm robbery committed at Wal-Mart. The subject is aware police are looking for him and he is currently in hiding. The subject is currently wanted for violation of probation and additional warrants are expected.
- Grand Theft Auto: Stolen vehicle from Ormond Beach was recovered in the county area after a subject fled from the vehicle on foot when a traffic stop was attempted. Investigators have identified a suspect and are awaiting latent print evidence to be examined.

Records

- Walk - Ins / Window 92
- Phone Calls 109
- Arrest / NTA'S 23
- Citations Issued 138
- Citations Entered 58
- Reports Generated 139
- Reports Entered 127
- Mail / Faxes / Request 36

Patrol

- Total Calls 2,209
- Total Traffic Stops 287

Operations

Crime Oppurtunity Report Forms: 307

- 8/28/2014
 - Carbreak, 1634 North U.S. Highway 1, (Super 8 Motel), Tools removed from the bed of a pickup truck. Two items in the truck bed were moved, collected for evidence.
 - Carbreak, 76 South Halifax Drive. Vehicle was broken into and victim realized he had a home surveillance video recording documenting the incident. Cash, poker chips and a battery jump box taken.
 - DUI Arrest, 487 Bryant Street. A report of a reckless vehicle in the area resulted in a traffic stop where the female driver was found to be intoxicated. She was transported to the Police Department for processing and later transported to the County jail.
 - Warrant Arrest, 717 Riverside Drive. Probation and Parole requested this residence be checked for a subject who had two outstanding arrest warrants. The subject was contacted at the residence and arrested without incident.
 - Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Suspect was arrested for shoplifting while having his young child in his care and custody. The subject did not meet Notice to Appear criteria and was transported to the County jail.
 - Burglary-Residence, 117 Ormond Shores Boulevard. Victim advised that an unknown person entered her unlocked side garage door and entered her vehicle that was parked in the garage. The victim reported credit cards and \$170.00 in cash missing from her vehicle.

- Stolen Vehicle, 1525 West Granada Boulevard (Walmart), The victim reported that he met a subject earlier in the week and that he drove the subject to Wal-Mart. The victim reported he went into the store leaving the subject in his vehicle and when he returned both his vehicle and the subject were gone.
- Warrant Arrest, 353 West Granada Boulevard (Win-Dixie) Female was contacted in the Win-Dixie parking lot. A teletype check revealed that she had an open warrant out of Flagler County for Failure to Appear reference elderly abuse and was arrested.
- 8/29/2014
 - Shoplifting, 1521 West Granada Boulevard (Wal-Mart). Unknown female suspect in a pink shirt took several items, but dropped them and fled from staff when confronted.
 - Burglary – Residence, 278 Bayridge Court. Wooden tarpon sculpture stolen from front patio of residence.
 - Warrant Arrest, North Ridgewood Avenue / Hernandez Avenue. Driver was stopped for speeding. She had an active writ for child support and her driver license was suspended. She was arrested and transported to the County jail.
 - Narcotics/Domestic Violence – Battery Arrest, 420 Lakebridge Plaza Drive #806. An adult female and an adult male who live together and have children together got into an argument. During the argument the male grabbed the female's phone and hit her with it. The male subject was arrested for domestic violence battery. During a post arrest pat-down search a straw with residue was found and tested positive for the presence of cocaine.
- 8/30/2014
 - Warrant Arrest, 1687 West Granada Boulevard (Cavalry). Nuisance transients were causing a verbal disturbance reported by locals nearby. Upon arrival, suspect was found to have an open warrant for Failure to Appear reference disorderly conduct. He was arrested and transported to the County jail.
 - Theft (to facilitate fraud), 18 Winding Woods Trail. Mail was stolen and a \$6.00 check to AARP was changed to \$600.00, along with the payable name. Wells Fargo reported the check to the victim after the unknown suspect attempted to pass it at their branch on Beville Road in Daytona.
 - Carbreak (Armed Burglary), 102 Emerald Oaks Lane (Ormond Lakes). Rear window was broken out of a vehicle parked in the driveway and a Glock model 23 .40 caliber handgun stolen.
 - Theft, 1521 West Granada Boulevard (Wal-Mart). iPhone belonging to a customer was stolen when they set it down at the checkout register.
 - Grand Theft, 321 Hand Avenue (All Aboard Storage). Several items of furniture reported missing from a storage unit.
 - Warrant Arrest, 200 Block of South Halifax Drive. Adult female occupant of a vehicle stopped for traffic offense. A routine check revealed she had an outstanding arrest warrant, She was taken into custody and transported to the County jail.
 - Battery/Disorderly Intoxication/Arrest, 241 North US 1. An intoxicated female at Pirana Grille was causing a disturbance and was asked to leave by staff. She refused to leave and began hitting patrons. She was restrained by several patrons until officers arrived on scene and could secure her. She was arrested and transported to the County jail.
 - Dating Violence/False Imprisonment/Arrest, 1520 West Granada Boulevard. An adult male and adult female were having a verbal argument at the Sunoco station at Granada and I-95. Officers contacted them and found that they recently broke up and the male went by the female's house in Jacksonville. He coerced the female by threat to get into the vehicle and then drove to the Ormond area. During the trip he refused her repeated requests to let her out and grabbed her several times forcing her to remain in the vehicle. She was able to get free when they pulled into the Sunoco. The male subject was arrested and transported to the County jail.
- 8/31/2014
 - Trespassing / City Ordinance Violation, 601 Fleming Avenue (Central Park Fleming). Officers on bicycle patrol observed two male transients smoking in the picnic pavilion near the

- playground next to posted signs prohibiting same. They were issued a trespass warning from the park. The subjects' transient camp was also located nearby.
- Traffic Incident / Warrant Arrest, US 1 / Melrose Avenue. Female passenger fell off of a motorcycle and was transported to the hospital by EVAC ambulance. The male operator of the motorcycle had an open warrant for a violation of vessel regulations. He was arrested and transported to the County jail.
 - Shoplifting Arrest, 1458 West Granada Boulevard (Bealls). Female suspect was observed to conceal several items of clothing and attempt to leave the store without paying for same. She was detained by loss prevention staff until officers arrived on scene. She was arrested for retail theft.
 - Battery - Domestic Violence Arrest, 706 Montana Terrace, Adult male was arrested for battery on his 12 year old sister.
 - Trespass Arrest, 1520 West Granada Boulevard. Adult male was arrested for trespassing after warning.
- 9/01/2014
 - Burglary-Residence, 152 Loyola Drive. Lawn equipment taken from garage.
 - Burglary-Conveyance, 112 River Bluff Drive. Kayak, fuel and a battery taken from the victim's boat.
 - Fraud, 175 South Nova Road (Blau restaurant). Owner and manager of the restaurant reported actions of an employee putting unauthorized signatures on credit card receipts.
 - Resisting Without Violence Arrest, 506 Sandy Oaks Boulevard. Contact was made with a male subject after complaints that he was highly intoxicated and was falling in the roadway. Once officers made contact with the subject, he became combative and was placed under arrest for disorderly intoxication and resisting arrest without violence.
 - Carbreak, 135 East Granada Boulevard. Employee of the Outback went into work at 4:00 p.m. and parked his 1995 Oldsmobile in the rear parking lot. He returned to the vehicle at 9:00 p.m. and found the driver's side front and rear window broken. The victim advised that it appeared that the vehicle had been entered but nothing was taken.
 - Crash with Injuries/DUI Arrest, Ridgewood Avenue/ West Granada Boulevard. Male subject crashed into the rear of another vehicle that was stopped at the intersection for a red light. The subject was intoxicated and refused to cooperate with the crash investigation and field sobriety exercises. He was placed under arrest for driving under the influence and transported to the County jail.
 - 9/02/2014
 - Warrant Arrests / Assist Outside Agency. 1292 Royal Road. Received information regarding two active warrants on subjects that were possibly located at this address. Ormond Beach officers responded to the residence and located and detained the two subjects. Investigators responded from Polk County to serve the outstanding warrants and interview the subjects.
 - Warrant Arrest, New Britian Avenue/South Ridgewood Avenue. An adult male was stopped for a routine traffic violation during which a Wants and Warrants check revealed that the subject had an outstanding Writ of Attachment and was taken into custody.
 - Narcotics Arrest, Fleming Avenue/Collins Street. Two adult males were contacted in a 1997 Buick parked on the side of the roadway. Both subjects were noted to be highly intoxicated. A VCSO K-9 Unit responded and conducted a walk around of the vehicle and alerted to the presence of narcotics. A subsequent search of the vehicle resulted in four small baggies of marijuana packaged for sale being found. A Bersa 380 firearm was also located in the vehicle but was unloaded. Both subjects denied knowledge of the firearm. The owner of the vehicle was arrested for possession of marijuana with the intent to distribute. An air soft pistol was also located outside of the vehicle on the ground along with the car keys. Both the found firearm and air soft pistol were placed into evidence.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 109

- Number of DUI Arrests: 1
- Number of Uniform Traffic Citations Issued: 104
- Number of Written Warnings Issued: 16
- Number of Parking Citations Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 13
 - Number of Crashes with Injuries: 3
 - Number of Crashes with Serious Bodily Injuries: 0
 - Number of Crashes with Fatal Injuries: 0
 - Crash Investigation General Information:
- 1. Strategic Traffic Enforcement Program (STP) Information:
 - Location: All Public Schools
 - Reason for this STEP: School Zones
 - Number of times worked: 9; Total Hours Spent: 5
 - Citations Issued: 0; Written Warnings Issued: 16
 - Comments: Traffic & Pedestrian Safety
- 2. Strategic Traffic Enforcement Program (STP) Information:
 - Location: 100-400-Block Clyde Morris Boulevard
 - Reason for this STEP: Self-Initiated Reference Speeding
 - Number of times worked: 3; Total Hours Spent: 3.5
 - Citations Issued: 17; Written Warnings Issued: 0
 - Comments: High Speeds
- 3. Strategic Traffic Enforcement Program (STP) Information:
 - Location: 1200-Block North United States Highway 1
 - Reason for this STEP: Self Initiated
 - Number of times worked: 1; Total Hours Spent: 2
 - Citations Issued: 0; Written Warnings Issued: 0
 - Comments: None
- 4. Strategic Traffic Enforcement Program (STP) Information:
 - Location: 900-Block North Tymber Creek Road
 - Reason for this STEP: Self-Initiated
 - Number of times worked: 1; Total Hours Spent: 1
 - Citations Issued: 2; Written Warnings Issued: 0
 - Comments: None
- 5. Strategic Traffic Enforcement Program (STP) Information:
 - Location: 700-Block Arroyo Parkway
 - Reason for this STEP: Traffic enforcement
 - Number of times worked: 1; Total Hours Spent: 1
 - Citations Issued: 0; Written Warnings Issued: 0
 - Comments: 1 Verbal Warning
- 6. Strategic Traffic Enforcement Program (STP) Information:
 - Location: Hernandez Avenue / North Ridgewood Avenue
 - Reason for this STEP: Self Initiated
 - Number of times worked: 1; Total Hours Spent: 2
 - Citations Issued: 5; Written Warnings Issued: 0
 - Comments: None

Neighborhood Improvement.

Weekly inspection statistics by Commissioner Zones

- Zone 1: 2 Cases initiated
- Zone 2: 5 Cases initiated
- Zone 3: 4 Cases initiated
- Zone 4: 7 Cases initiated
- 3 signs have either been removed or sign cases created.
- 11 tree removal permit requests.
- Administrative staff assisted with three walk-ins and fifty-one (51) telephonic inquiries.

Public Works

- Engineering

- Project Summary

- Construction Projects:

- John Anderson Drive – The contractor completed final paving operations and will be placing temporary striping this week. Final thermoplastic striping will be completed after pavement cures in two weeks along with the specialty pavement work at Neptune, Amsden, Standish, and Halifax Drive. After this, 3-way stop signs will then be installed at these intersections. The inspector is preparing the final punchlist for the project.
- 2 Inch Water Main Replacement – Mainland – As-Builts were resubmitted and are being reviewed.
- 2-Inch Water Main Replacement – North Peninsula – Staff is resolving final pay quantities; final closeout paper work will be completed shortly.
- Audible Pedestrian Signals – The contractor is finalizing as-builts in contract format; closeout documentation is being uploaded to FDOT.
- Traffic Signal Maintenance (Mast Arm Painting) – Signed and Sealed Revised MOT plan has been submitted to FDOT permit issuance is anticipated this week with commence project to follow.
- Airport Business Park Overhead Utilities Conversion/Hardening – FPL is making modifications to the switching order of transformers at the Airport Business Park in order to accommodate the changeover. Upon this completion, conductor installation and re-connection will be concluded.
- Granada Blvd. Resurfacing – Tymber Creek to Perrott – Utility adjustments are nearing completion; FDOT has begun paving the friction course.
- Ormond Beach Sports Complex Roadway Improvements- The perimeter road stabilized road base has been completed and crushed concrete is being installed. The perimeter swale has been rough graded. All stormdrain has been installed.
- Nova Recreation Center Roof Repairs- The project is complete.
- City Hall Chiller Replacement – The Chiller unit has been installed and the contractor is completing final adjustments. A final inspection is scheduled for next week.
- 2014 Roadway Resurfacing- Contracts have been prepared and are being executed.
- Granada Medians (West of I-95) – The contractor is working on the installation of the irrigation system; including directional bores and tapping the reuse mains.
- Reforestation Street Tree Planting – Project notices were hand delivered to residents informing them of the upcoming work. Construction is scheduled to begin in the next few weeks.
- Beach Ramp Beautification – Cardinal Approach – Staff is preparing the Purchase Orders for the project. Construction is scheduled to begin in November.
- Police Department Fencing – Austin Outdoors is preparing the existing landscape and irrigation system for the new fencing. The fence contractor is working to secure required building permits. Materials are scheduled to arrive in the next few weeks.
- OBSC Baseball Irrigation - Fields 1 - 3 – The contractor is working to install the new irrigation mainline loop around field #1.
- CDBG - Birthplace of Speed Wooden ADA Ramp Replacement - The contractor is working to secure required building permits.

- Central Park Observation Platform Replacement - The contractor is working to secure required building permits

Design Projects:

- Nova Community Park Skate Park Expansion – City staff is working with AM Weigel to finalize their Guaranteed Maximum Price Proposal; it is expected that the contract will go to Commission for consideration at their September 29 meeting.
- City Welcome Sign – ZCA presented conceptual drawings to the City Commission at the May 6th workshop. Staff has prepared alternate designs based on comments from the meeting and will arrange individual meetings with the City Commission to review them.
- Beach Ramp Beautification – Harvard Drive – Staff is currently preparing design plans to secure a Volusia County Use-Permit to construct the improvements.
- Riverside Drive Drainage Improvements – Final revisions are being made to the bid documents; due to several home/lot owners not being in town this has delayed the ability for staff to acquire necessary easements. Once easements are secured, staff will proceed to bid out the project.
- Fiber Optic Network Expansion – FDOT utility permit, as well as City of Ormond Beach Engineering Permits for this project have been issued. A minor RAI has been received from Volusia County, the contractor will respond to the County this week. A pre-construction meeting is anticipated in early September.
- Water and Wastewater Master Plan Update – Staff made field visits to several area treatment facilities to see new technologies in service that may be included as recommendations in the Master Plan. It is expected that the draft report will be submitted in September.
- Nova Recreation Park Paving - Project design is being finalized and bidding manual is being completed. Project is intended to be advertised for bidding in October, with construction overlapping the skate park expansion, as to minimize schedule of overall construction activities at the park.
- Downtown Streetscape Planting (Orchard to A1A) – Staff is working to secure easements required to install Medjool palms behind the existing sidewalk after the overhead utilities are removed. The proposed design plans were approved for construction by the FDOT. Staff is preparing the bid documents for City Commission review.
- N. US1 Landscaping (Airport Road to I95) – Staff is preparing the design plans for FDOT review and permit.
- A1A Landscaping (Granada to Harvard) – Staff is preparing the design plans for FDOT review and permit.
- OBSC Pavilion – Staff is working on the final design and has requested material proposals from RCP Shelters.
- Downtown Stormwater – Sliger and Associates began survey work last week, it is anticipated that they will have a completed survey for Zev Cohen and Associates to begin design early in September.
- Ph II 2-Inch Water Main Replacement – Mainland - Design of 60% plans was completed and is being reviewed.
- Ph II 2-Inch Water Main Replacement – North Peninsula - McKim and Creed submitted 90% plans for City review the week on August 29. A design review meeting is scheduled for September 5.
- Ph II 2-Inch Water Main Replacement – South Peninsula - 60% plans have been transmitted to the City for review, a review meeting with QLH has been scheduled for September 4.
- Stormdrain Rehabilitation Project FY 2014/15- Preparing project scope and specifications to ready the project for advertisement at the beginning of the upcoming fiscal year.
- Ormond Sports Complex Field 9/10 – Dickens and Associates are in the process of completing plans a bid specification for this project.
- Seton Tr Sewer Connection- Quotes have been received directional drilling a gravity line along the roadway from the customers home to the existing gravity sewer on along Seminole Avenue. Staff is determining project cost allocations and determining the benefit of City crews to perform

the tie-in to the existing sanitary sewer and provide stub-out to the property line, with the directional drill being the only contracted component of the project, versus having a contractor completes all the work.

- South Peninsula Reclaimed Water Extension – Quentin Hampton has submitted 90% plans this week for City review, the City has reviewed these plans and finds them ready to proceed with bid documents; QLH will prepare documents for consideration at the October 7 City Commission meeting, with an advertisement for construction planned for around October 11.
- Environmental Learning Center – With approval of the design work authorization, the consultant has begun the site survey and environmental survey. Staff visited the Vero Beach Environmental Learning Center to discuss programs with their Program Director.

Department Activities

Administration/Meetings/Customer Service/Other:

- Residential SWMP Permits review and filing (on-going).
 - Continued to locate, scan, examine, archive, and prepare for storage non-digitized plans submitted by GIS (on-going).
 - Franchise Utilities- FPL is continuing their hardening process with replacement of a number of poles along Amsden Drive this week.
 - Rima Well Site Cleanup- A ground water monitoring well was installed and additional soil samples were extracted as part of follow-up action as directed by the FDEP.
 - Nova Road Landfill- Reviewed ongoing reporting for site assessment evaluation per FDEP. Additional monitoring wells were recently installed and sampled which results indicated that two more will likely be needed to complete the extent of observation area required by FDEP. The site assessment effort is supporting the acceptance of natural attenuation of the landfill without the need for remediation activities.
 - Continued the modifications for the Nova Rec Paving Project design plans per project manager's comments (Calculating square footage of asphalt and road base volumes, and pavement slopes for the multiple parking areas and access roads also creating centerline profile drawing of the main access/parking lot connector road).
 - Completed centerline elevation survey along the Nova Rec Park access Rd required for proposed paving.
 - Completed sanitary manhole depth elevation and finished floor elevation of the existing gym floor survey at Nova Rec Park for the creation of the Skate Park Addition.
 - Created base construction drawings for the A1A Median Landscaping Project.
 - Began creating the construction plan set for the N US1 Median Landscaping project.
 - Continued updating the book of bids per City Engineers request.
 - Researched and supplied As-built drawing of the Mainland 2" Watermain Replacement Project per Water Div request.
- Environment Management
 - Street Maintenance
 - Asphalt / Concrete
 - Repaired asphalt at Saddlecreek Trl and South Forty Trl; Tropical Falls Dr.; Huntsman Look and Shadow Crossings Blvd.; Foxfords Chase and Shadow Crossings Blvd.; Foxfords Chase and Meadow Ridge View; and, Echo Woods Way and Forest View Way
 - Poured concrete form for sidewalk at Melrose Ave and N US 1 Hwy
 - Poured concrete form for concrete backsplash on Cypress View Trl
 - Assisted in trimming on Granada Blvd

Tree Crew

- Trimmed & cleaned up at City yards and City Hall (including Corbin St. parking lot at school)
- Trimmed at various bus stop benches
- Maintenance and tree inspection citywide

- Hauled debris to Nova/Transfer Station
- Maintenance of tools at Public Works Saw Shop
- Maintenance of trucks and equipment at the Public Works Yard
- Removed debris from Nova Recreation
- Removed dead limb on Highland Ave
- Trimmed trees at various locations on Granada Blvd

Maintenance Crew

- Rotated Special Event Bridge signs
- Debris cleanup on Granada Bridge and Memorial Gardens
- Graded roads & boat ramps at all City parks, Airport Sports Complex and Old Tomoka Rd.
- Daily maintenance of various vehicles in Public Works Yard
- Printed daily work orders and distributed for job assignments
- Repaired streetscape grates (trip hazards)
- FDOT trimming of Right-of-Ways on Granada Blvd

Sign Shop

Repaired, replaced or installed signs at the following locations and other jobs:

- Sign Shop, entered & printed work orders for daily job assignments
- Citywide Locations, installed stop, speed limit signs, where needed and checked for signs that might need attention
- Sign Shop, fabricated various signs & decals for upcoming jobs, ordered materials for stock and put away stock that was received
- Cleaned various signs in Bramblewood Ln area
- Cleared view for truck sign on Hand Ave
- Inspected area for installation of rumble strips
- Painted cross guard strips on sidewalk on Ridgewood Ave
- Attended meeting about striping for Pathways Elementary School

Stormwater Maintenance

Maintenance Crew

- Locates citywide
- Carp Barriers – cleaned and inspected
- Pump Stations – inspected
- Citywide Locations – inspected, maintained and sprayed various FDOT (Florida Department of Transportation) ditches and ponds
- Installed pipe at Sports Complex
- Inspected grate on Alden Dr
- Inspected system on Turkey Creek Way
- Repaired basin on Arroyo Pkwy
- Repaired pipe at the ball fields

Vactor

- Various Citywide Locations – cleaned basins in all zones
- Hunters Ridge entrance

Mowing

- Reachout Mower – Granada Blvd, Arroyo Pkwy, Old Kings Rd
- Slope Mower – Arroyo Pkwy, Ormond Beach Airport

Street Sweeping/Streetsweeper

- 65.4 miles of road cleaned Two days of regular operation

- 10.0 cubic yards of debris removed
 - 32.8 miles of road cleaned
 - 12.0 cubic yard of debris removed
- Three days of training & maintenance

- Fleet
Mileage Traveled by all City Departments for the week
25,053

PM Services completed for the week:
Emergency—Vehicles and Equipment
4

Non-Emergency Vehicles and Equipment
7

Road Calls for the week:
0

Quick Fleet Facts:

- Fleet has gallons of 14,759 unleaded and 6,107 gallons of diesel fuel on hand.
- Fuel Used in one week: 2,103 gallons of unleaded and 1,034 gallons of diesel.
- Fleet completed 36 work orders this week.

- Utilities
Projects Summary

- A-1-A Force Main – Staff developing main flushing protocol for attempting to extend service period for system to promote scour effect for overcoming low flow deposition and reducing frequency of cleaning with poly-pig.
- Annual Supply of Chemicals for Water Wastewater – A City Commission agenda item recommending award to various vendors is scheduled for consideration at the September 15 City Commission meeting..
- Backflow Prevention Device Testing, Certification and Repair Services – Modifying bid documents to add desirable conditions referenced in Volusia County recent bid documents for a similar project scope.
- Breakaway Trails Lift Station Control Panel Replacement – Discussed the requirements with the design engineer.
- Concentrate Piping Connection to Reuse Storage Tank – IT department obtained sufficient information to enable the SCADA programmer to complete his assignment. Site visit is rescheduled for September 22.
- Division Avenue Well Field Raw Water Piping – An amended work authorization for McKim and Creed to perform additional survey and design services was approved and executed.
- Cross Connection Control (CCC) Program Management Services – A City Commission agenda item recommending award to the low bidder was prepared for presentation at the October 7 City Commission Meeting.
- Dual Check Valve Assembly Installation Services – Notice to proceed will be issued after meetings with the homeowners associations are held. Received the performance bond.
- Dual Check Valve Assembly Procurement – Parts are stored.
- 2-inch Water Main Replacement Project (Priority 2 Areas) – Plans were reviewed for the south peninsula portion of the project. A meeting to discuss comments with Engineering is scheduled.
- 2581 John Anderson Drive Water Service Replacement – Volusia County Use Permit was received.
- Nassau Circle Water Service Replacement – activity completed.
- Ormond Beach Wastewater Plant Operating Permit Renewal – A response was prepared by staff and consultant to address the FDEP's Request for Additional Information and forwarded the Department. Staff awaiting receipt of a short form consent order for previous plant exceedances now corrected.

- Ormond Beach Wastewater Treatment Plant Rehabilitation Project – Contractor indicated that they will proceed with impeller replacement after Pump #3 is repaired. A purchase order to repair Pump #3 is being prepared. Warranty discussions underway regarding hypochlorite storage tanks.
- Rima Wells Auxiliary Power Generator – Additional information is needed for the leak detector. Specifications and final plans were received for review.
- Saddler's Run Lift Station Rehabilitation – The designer is preparing the 90% plans and specifications.
- SR 40 (Tymber Creek Road to SR Perrot) Resurfacing – Utility Technicians, Inc. – awaiting receipt of schedule to line the manholes.
- Town Square, 4M1, 9M and Wal-Mart Lift Station Rehabilitation – Revised as-built drawings were reviewed. Mylars and electronic copies are being prepared.
- Storage Tank Repairs and Maintenance - A revised proposal is being evaluated.
- SPRC –North Peninsula Force Main – Bids are being evaluated by Volusia County. Deer Creek Phase 2 – Waiting for verification that the leaking lateral was repaired. Waiting for preliminary as-built drawing comments to be addressed. Ormond Crossings – Received plans for review. A meeting was held with the developer and engineer to revisit current status of project phase plan and discuss the bridge and initial responses to previous RAI questions. 240 Williamson – Sent utility information to realtor listing this parcel. YMCA Pool Expansion – Reviewed plans. River Oaks – Awaiting completion of final outstanding items.

Departmental Activities

- Water Distribution
 - Exchanged 10 water meters per Finance Department work orders.
 - Responded to or repaired 10 water service leaks.
 - Assisted 10 customers with misc. concerns.
 - Replaced 6 water meter boxes.
 - Responded to 6 water pressure and/or water quality grievances.
 - Replaced 3 water services due to aged pipe causing low pressure, 2 each -2" pipe casings were installed by the directional bore contractor for water service replacements under County maintained roadways.
 - Completed maintenance activities on 30 fire hydrants - Map Book area C1.
 - Replaced aged fire hydrant & installed isolation valve at 574 Cameo Dr.
 - Performed annual pressure testing on 5 City owned backflow preventers, all tested good. Installed 1 new backflow device on irrigation system serving medians in the Forest Hills subdivision.
 - Performed scheduled maintenance on 20 Water Distribution system valves – ongoing valve maintenance activity.
 - Leak Detection: Identified locations for loggers in Utility Map Grid A6, located valve boxes and began cleaning of boxes to install loggers. Initiated programming of loggers.
 - Performed flushing activities at Tymber Crossings, Indian Springs, Il Villagio, SR40, Airport Rd, Mainsail Cr, Fleming Ave, Cameo Dr, Bryant St, Collins St.
 - Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 56 regular and 3 emergency utility locates for the previous week.
- Water Treatment
 - Delivered 38.354 million gallons for the week ending Aug. 31, 2014 (5.479 MGD)
 - Backwashed 9 filters for a total of 416,000 gallons backwash water.
 - Produced and hauled 54 wet tons of dewatered sludge.
 - Operated north & south plant generators for routine PM.
- Wastewater Treatment
 - Domestic and Industrial Wastewater flow was 32.24 Million Gallons.
 - Produced 30.24 Million Gallons of Reuse.
 - Produced 2.00 Million Gallons of Surface Water Discharge.

- Influent flows average for week @ 4.61 MGD, plant designed for 8 MGD.
- Hauled tons of sludge 78.60 (14%-18% Solids).
- Completed electronic reporting (eDMR) training with FDEP.
- Wastewater Collection – Reuse
 - Crews responded to 5 trouble calls Breakaway/Hunters Ridge PEP System service area and 2 on conventional collection system.
 - Televised 6, cleaned 5 & root inhibitor applied on 6 sewer laterals.
 - Repaired 4" sewer lateral at 275 Oleander Pl.
 - Checked force main pressure on Ocean Shore Blvd.: Spanish Waters @ 16 psi, Ocean Mist Hotel @ 5 psi, Ormond Mall @ 8 psi.
 - Inspected manhole in Deer Creek Sub Phase IV - OK
 - Took out basket after a week in manhole near 550 Wilmette Ave. - 170 Center St. – Findings indicate no undesirable non-disposable materials found discharged at said location from nearby system contributors during period. Scheduling monitoring of other collection system areas.
 - Cleaned 1,800 feet of eight inch sewer main in 8P sewer system for TV inspection.
 - Low pressure sewer gauge readings: Westland Run (2 inch) 18/9psi, Foxhunters Flat (2 inch) 12/9 psi & Shadow Creek Blvd. (4 inch) 2/0 psi.
- Utilities Maintenance Division
Wastewater Plant – Lift Stations
 - Reuse Meter inoperable – pull meter – test, clean and re-install – all OK.
 - Il Villagio – switch pump locations to test slow water pumping problem at force main – will monitor.
 - R.A.S. Building Influent Valve #3 – finish excavation & installation of retaining wall around valve assembly – back fill retaining wall box with drain rock – all OK.
 - 7P – support FPL scheduled power outage.
 - 6M – pumps not operating with Flygt controller - check and clean transducer – transducer found not operational – replaced with shop stock and returned station to normal operation.
 - Post Anoxic Mixing Zone Tank – pulled and cleaned all spray heads – flushed line and all connections.
 - Trails – Tomoka Meadows – major FPL power outage – used generator to power stations between Nova Road and SR40 during outage – all OK.
 - Post Anoxic Mixer #1-1 – pulled mixer to deragg.
 - SWD Alarm Panel – replaced alarm light.
 - Swing Blower #1 – communication fail –contacting vender for repair.
 - SCADA – site evaluation with Revere Engineering for Master Plan activity.
 - Pep Tank – 2 Marsh Rd, Hunters Ridge – replaced control panel.
 - Lift Stations Laurel Oaks, Charleston Place – replaced RTU batteries.
 - SCADA monitor/response: 7P, Halifax Medical Center - phase voltage loss – found station without power – lost A and C legs of incoming power – contacted FPL for repairs – all ok; 4M1 - phase voltage loss – power restored – all ok; Walmart - high level – found pump #2 tripped at motor starter – pump locked up at volute – followed up during normal hours – deragged pump - returned to normal service.
 - Weekly PM's: Grit Snail; Poly Blends #1, #2; Digester Blower #1, #2, #3; Clarifiers #1, #2, #3, #4; Bar Screens #1, #2.
 - Annual PM's: Clarifier #1.
 - Lift Station PM's: 20 monthly and 2 annual performed.
 - Plant wide oil & grease route.
 - 50 work orders completed and closed for this section for this week.

Water Plant – Well Fields – Booster Stations – Reuse System

- Hypochlorite pump #4 - repaired leaking seal.

- Well 21S.R – weed control.
- Chlorine generator - repaired hose on water filter system.
- Monthly PM's: Aerator pumps and motors; H.S.P. 1,2,3,4,6,8; Division Wells 5,6,7,8,9,10,11,12.

Wastewater Collection/ Treatment/ Disposal Regulatory Activities

- Sewer Collection System Programs: Staff in process to establish collection system programs including Fats, Oils & Grease reduction program and a program to eliminate wipes and other items which disrupt the City's sewer system. Programs seek to eradicate sanitary sewer overflows caused by blockages in the system. Staff began documenting locations of assisted living facilities for educational and best management practices outreach.
 - Wastewater Treatment Facility: Establishing a system sampling regiment to highlight the areas of the sewer collection system which may be contributing higher concentrations of select analytes. Also, staff is monitoring specific sections of the sewer collections system to determine possible areas where undesirable items are being flushed to the system.
 - Prepared and forwarded notification to FDEP regarding short form consent order conditions and penalty adjustments for consideration.
 - Industrial Pretreatment Program: Staff is finalizing a pretreatment permit for issuance to a new facility. The permit is to assist the organization in regulating their discharge to the sewer collections system.
- Water Supply/ Treatment and Distribution System Regulatory Activities
 - Annual report for SJRWMD MFL Prevention & Recovery Cost Share Agreement is being prepared to illustrate reductions of groundwater withdrawals associated with completion of the Western Ormond Beach Reclaimed Water Project.
 - Backflow Device Installation Notice: Staff drafting a notice to residential customers affected by the future installation or refurbish of existing backflow prevention devices in the City's Reuse Service Area. Also, staff contacted the affected Homeowners Associations to schedule an information session in order to allow for residents concerns to be heard.
 - Cross Connection Control Program: Reviewed the bids and recommended most responsive bidder for the management of the CCC program scheduled for CC consideration October 7.
 - FDOH Compliance Assistance Offer (CAO): The City's Water Treatment facility received a CAO from the Volusia County Health Department. The offer highlighted a low chlorine area found by an inspection performed by one the of the Department's Environmental Specialists. Staff issued a formal response to the Department detailing compliance activities and schedule for free chlorine flushing activity.

Support Services/City Clerk

In addition to routine departmental activities such as public records requests, updating insurance information for City contracts, maintaining the City website, records management, document imaging, proclamations, assisting citizens and directing calls at City Hall, handling phone requests/repairs, providing research projects for citizens and staff; the following projects are underway or have been completed:

- Agenda packet preparation for the September 15, 2014, City Commission Meeting.

Status of Department Projects

- Municode republication of *Code of Ordinances*
 - Project Status: Received confirmation from Municode that project is in "Initial Organization" stage involving comprehensive review of code materials