

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report

Date: July 10, 2015

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 City Attorney, HR Director, Risk Manager, and Police Chief
- Economic Development Director on airport issues

Spoke to, attended and/or met with:

- General discussion with Commissioner Boehm, as requested
- Phone call with Mike Sibley, James Moore & Co., LEAN Six Sigma efforts
- Barbara Sandberg and HR Director, discussed City hiring processes
- Conference call Florida Local Government Coalition
- Budget Advisory Board meeting
- Conference call with HR Director and Amy Mercer, Florida Police Chiefs Association regarding their STARS program for police chief recruitment.
- HR Director, Finance Director and Jessica Scott, Brown and Brown, discussed health insurance renewal options.

Community Development

Planning

- It is estimated that the Planning Department will have annexed a total of 270.78 acres by September 30th of this year. General revenue is estimated to be \$145,746 per year, as noted in the table below.

Annexation for Fiscal year 2015		
Address of Property	Total Acreage	General Revenues
500 S. Nova Road	23.44	\$10,469
1800-1899 N US HWY 1 (Microflex)	35.73	\$9,697
1899 N US HWY 1 (Blue Coast Bakers)	24.13	\$22,568
1805 N US HWY 1 (Calvary Church)	14.8	N/A
1080 N US HWY 1 (Harris Village)	1.64	\$1,143
1090 N US HWY 1 (Wild Bills)	1.79	\$1,198
1105 N US HWY 1 (Beaver Bar)	1.84	\$1,085
1105 N US HWY 1 (Broken Spoke)	2.75	\$1,220
DD Phase I	51.9	\$80,339
DD Phase II	112.76	\$18,027
Totals	270.78	\$145,746

- The Department continues to interview for both the Chief Building Inspector and the Plans Examiner position recently vacated by the promotion of Tom Griffith to Building Official. The market for dual licensed inspectors is extremely tight.
- Interviews for the Engineering Inspector position vacated by the promotion of Kumar Mohan to Building Inspector took place during the 4th of July week. An offer has been extended to one of the candidates.
- The Planning Director attended a City administration meeting concerning the Historic Preservation Plan which is a strategic priority of the City Commission. As a result, research was done to determine the type of study needed. It was recommended by the Planning Director that a Historic Structure Report be considered. An example was provided to the meeting participants.
- Planning and Engineering continue to use ProjectDox as a test. Errors in workflow continue to be reported to Avolve for repair. DH Horton, one of the recipients of training, uploaded documents for three single family homes. Each document would have been 20 drawing sheets at 34"x44" and 9 document sheets at 8.5"x11". Three sets of each would have been required. No paper was provided and reviews by various staff members occurred simultaneously.

Building Inspections, Permitting & Licensing

- 259 inspections performed.
- 2 business tax receipts issued.
- 82 permits issued with a valuation of \$3,241,367.00

NOTE: Private Provider inspection services conducted 82 inspections of the 259 inspections performed.

Development Services

- There were no SPRC activities to be reported for this week.

Economic Development/Airport

Ormond Crossings

- 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. Follow up comments and revisions were sent by staff to Tomoka Holdings in October. Tomoka Holdings has submitted plans to the Planning Department for Plat B, which is approximately 104 acres on the westerly side of I-95. Plan review is underway by the Site Plan Review Committee.
- Staff met with Tomoka Holdings to discuss options for facilitating the development of the Commerce Park. Follow up planning sessions will be scheduled over the next several months.

Airport Business Park

- Staff continues working with the realtors representing the StyleMark property to present the remaining 160,000 square foot building to interested buyers. The parties continued to move forward with their discussions on a purchase and sale of the property.
- Staff met with a local business that is in the process of expanding its workforce and has outgrown their current office building. A number of sites in the city are being considered.
- Staff met with a prospective business interested in purchasing Lot 2 in the Airport Business Park. Staff is preparing a Commission agenda item to approve the purchase and sales agreement. The plan includes the construction of a 40,000 square foot industrial facility for the relocation of the company's headquarters.

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

- Staff met with Chamber of Commerce staff to revise the "Doing Business in Ormond Beach" resource guide, which is expected to be published in September.
- Staff met with Mr. Cansis, President of Live & Learn Educational Group to welcome him to Ormond Beach. Team Volusia facilitated the company's lease of office space at 570 Memorial Circle. The Company currently has 3 employees but expects to grow its Brazilian based student exchange services over the next several years.

Prospective Business Attraction/Retention/Expansion

- Staff prepared a preliminary proposal to an out of state aviation related business that is in the process of selecting a 10 acre site. Staff provided an economic development incentive outline to the prospective company and the company is evaluating competing proposals.

Airport Operation and Development

- Wolen, LLC has completed the initial installation of new antennae components on the roof of the air traffic control tower. Also, new cables have been installed from the tower cab downstairs to the new equipment room on the first floor of the tower. Additional work by Wolen, LLC will proceed following the installation of electrical and HVAC upgrades by other contractors. Staff from the FAA completed work to relocate certain FAA equipment located in the tower cab.
- Staff requested and received information from Florida Power & Light (FPL) regarding the types of automatic gates used at FPL facilities. Staff will use this information to work with Hoyle, Tanner and Associates to continue developing a scope of services for a proposed airport security project. The project will focus on improvements to airport security lighting and surveillance systems, and also upgrades to the airport's gates and security fence.
- Staff from the City's Storm Water section completed work to cut and remove overgrowth near the main entrance to the airport on Airport Road. The Civil Air Patrol has volunteered to help maintain this area going forward, to help improve and keep attractive the gateway to the airport as a service to airport businesses and the City.
- Staff met with ATS Land Surveying this week to review and finalize details pertaining to a request for a proposal to conduct an updated survey of aeronautical land use areas in the northeast quadrant of the airport.

Finance/Budget/Utility Billing Services

- On-going Projects
 - Preparation of the five-year Capital Improvement Program.
 - Preparation for the operating budget for fiscal year 2015/16.
- Completed Projects - Weekly
 - Processed 89 Journal Entry Batches (#4027 - 4232).
 - Approved 14 Purchase Requisitions totaling \$149,412.65.
 - Issued 11 Purchase Orders totaling \$61,156.46.
 - Processed 4374 cash receipts totaling \$523,479.84.
 - Prepared 109 Accounts Payable checks totaling \$527,861.57 and 40 Accounts Payable EFT payments totaling \$294,517.86.
 - Prepared 31 Payroll checks totaling \$27,272.44 and 340 Direct Deposits totaling \$398,269.33
 - Transferred IRS 941 payment of \$151,857.53.
 - Processed 2,418 utility bill payments through ACH totaling \$185,155.14.
 - Processed and issued 6,085 utility bills with billed consumption of water of 34,345k.
 - Issued 665 past due notices on utility accounts.
 - Auto-called 64 utility customers regarding receipt of a past due notice.

Grants/PIO

- Public Information
 - Press Releases
 - Open Gym (7/10)
 - Florida Licensing on Wheels (7/21)
 - Ormond Beach Senior Games (10/24-10/31)
 - Youth Summer Sports Clinics
 - Summer Sounds Concert Series (July 17, 24 and 31)
 - Adult Coed Softball League (Fall)
 - South Ormond Neighborhood Center Splash Pad Repairs (7/17)

- 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 ad for Ormond Observer.
 - Completed July Employee Newsletter.
 - Compiled July NIAB packet for distribution.
 - CodeRED notifications for water main improvements on the peninsula.

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

Fire Department
Weekly Statistics

- Fires: 6
 - Fire Alarms: 2
 - Hazardous: 2
 - EMS: 74
 - Motor Vehicle Accidents: 6
 - Public Assists: 46
- TOTAL CALLS: 136

- Aid provided to other agencies: 16 Calls: Daytona Beach (2), Holly Hill (2), Volusia County (12)
- Total staff hours provided to other agencies: 14
- # of overlapping calls: 29
- # of personnel sent with EVAC to assist with patient care during hospital transport: 2
- Total EMS patients treated: 62

Training Hours

- NFPA 1001: Firefighting 23
- NFPA 1002: Driving 4
- NFPA 1021: Officer 39
- NFPA 1500: Safety/Equipment 37
- NFPA 1620: Preplanning 31
- EMT/Paramedic 27
- TOTAL TRAINING HOURS: 161

Station Activities

- Updated 32 pre-fire plans
- Conducted 9 fire inspections
- Participated in Daytona College Community Event. Spoke to residents and provided hand-outs

Significant Incidents

- 7/3/15, 6:20 PM: N. I-95, Mile Marker 272 – Motor Vehicle Accident – Responded to a one vehicle rollover – full size pickup truck found on its side in ditch – vehicle lying on driver's side in 3' to 4' of water – driver was extricated and carried across ditch – patient transported to hospital.

Human Resources

Staffing Update

Position Requisitions

- Maintenance Worker II (Streets/Public Works)
- Part Time Account Clerk II (Finance)

Approved/Active Recruitment

- Chief Building Inspector (Planning & Building) was advertised 2-16-15 on the City web site; internally; on the Building Officials Association of Florida (BOAF) web site; on the International Code Council (ICC) web site; and will remain open until filled.
- Plans Examiner (Building & Inspections) was advertised 6-29-15-15 on the City web site and will remain open until filled.
- System Maintenance Supervisor (Wastewater Collection/Reuse System/Public Works) was advertised 7-7-15 on the City web site and internally and will remain open until filled.
- Police Officer (Police Department) was advertised 6-30-15 on the City web site and internally and will remain open until 7-24-15. All applicants apply at www.nationaltestingnetwork.com.
- Office Manager (Police Department) was advertised 6-29-15-15 on the City web site and internally and will remain open until filled.
- Recreation Program Specialist (Leisure Services) was as advertised 6-5-15 on the City web site; internally; on FRPA web site; with UCF; with Embry Riddle; and on craigslist and will remain open until filled.
- Part Time Center Leader at the Senior Center (Leisure Services) was advertised 5-7-15 on the City web site and will remain open until filled.
- Part Time Recreation Leader at Nova Community Center (Leisure Services) was re-advertised 6-2-15 and will remain open until filled.

Applications Under Review

- Tradesworker (Leisure Services). One application was received.

Interviews Scheduled

- Neighborhood Improvement Officer (Police Department). Interviews were held 7-1-15.

Background/Reference Checks/Job Offers

- Community Service Officer (Police Department). A candidate was selected and began pre-employment processing.
- Records Clerk (Police Department). A candidate was selected and began pre-employment processing.
- Engineering Inspector (Planning and Building). A candidate was selected and began pre-employment processing.
- Part Time Special Events Technician at The Casements (Leisure Services). A candidate was selected and began pre-employment processing.

Terminations/Resignations/Retirements

- Part Time Treatment Plant Operator (Public Works/Wastewater) – effective 7-10-15
- PT Account Clerk II (Finance)
- MW II (Public Works/Wastewater) – effective 7-24-15
- Police Officer (Police) – effective 7-31-15

City Events/Employee Relations Update

- HR staff members attended PlanSource training on 7-9-15.
- HR staff in planning stage to roll-out new ICMA Roth IRA. Presentations currently scheduled to be held on 7-27-15.

Risk Management Projects

- Mayor's Health & Fitness Challenge Community Partner event planning for 2016 event.
- Subrogation claims handling.

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects
 - Finance/Community Development – CRM system replacement – Contract received from Tyler, working thru the contract review process.
 - Community Development – Electronic Plan Review – Training classes held by vendor.

- iSeries system (HTE Sungard Naviline) - None
 - Windows Servers: - None.
 - Networking System: - None.
 - Work Orders: - 9 New work - 41 completed - 28 in progress
 - Virus Protection: - E-mail spam and virus prevention via MX-Logic service

Total Inbound E-Mails	24,098	Inbound E-Mails Blocked	12,004
Delivered Inbound E-Mails	11,859	Quarantined Messages	235
Percentage Good Email	49.2%	Virus E-Mails Blocked	100

- Notable Events:
 - VMware Virtual system upgrade: This major upgrade from version 5.5 to 6.0 was accomplished over the weekend. The central controller server and all 3 host systems were upgraded in a very specific sequence as to not cause a service disruption. After the upgrade was completed successfully, many of the 34 virtualized servers needed to be optimized to run in the upgraded virtual environment.
 - Implemented Access Based Enumeration for the departmental file shares. Now the system only reveals to the user those files and folders they have access to. This makes it easier to find and manage files because there are significantly fewer items on the list. Additionally, it helps with system security by blocking the items the user is not authorized to see.

- Geographical Information Systems (GIS)

- Addressing Additions: 7 Changes: 2 Corrections: 0
- Map/Information Requests: 8
- Information Requests from External Organizations: 3
- CIP Related Projects (pavement management, project tracking map): 0
- Meters GPS Located this week: 0: Total in system = 22,973; 22,315 potable, 647 Irrigation, 11 Effluent
- Notable Events:
 - Updated hydrant flow data
 - Substantial completion of sewer lateral theme.

Leisure Services

- Administration
 - Supervisory Staff Meeting
 - Janitorial Services Meeting
 - Met with Landscape Contractor for Weekly Updates
 - Park Visits
 - Independence Day Celebration

- 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.
 - Lady Renegades Softball of the OBYBSA continued their spring practices this week on Monday through Thursday at 6pm at the Sports Complex on the Softball Quad.
 - 6-a-side soccer games finished their season with their tournament finals on Saturday and Sunday at the Soccer Fields on fields #9 through #11 at the Sports Complex at 10am each day. This is a rental.
 - Daytona Beach Baseball League's Seabreeze team played their final home double-header on Wednesday at 11am at the Sports Complex on Wendelstedt Field #1.
 - Athletx will host their Opening Day ceremonies for their upcoming tournament this evening at the Sports Complex on Championship Field #7. Opening ceremony starts at 8pm. Tournament play is at 9am on Saturday and Sunday with games running until 11pm. The tournament will continue through Thursday of next week.

- Athletic Field Maintenance
 - Cleaned park, tennis and basketball courts at South Ormond
 - Tended to the infields, tennis and handball courts at Osceola Elementary School
 - Cleaned Skateboard Park
 - Cleaned handball, tennis and basketball courts at Nova
 - Cleaned Magic Forest and the common area of Nova Park
 - Daily clean up of Limitless Playground by the softball Quad
 - Cleaned all sports parks daily of debris/trash from the events during the week
 - Dragged infield clay daily for practices
 - Put out flags and repaired nets for 6-a-side games on Saturday
 - Swept out Maintenance Building
 - Cleaned marquee
 - Replaced moved rocks and sign at front gate
 - Tied up all loose windscreen at the Sports Complex
 - Roto-tilled, weeded, clayed, zip-tied, edged and boarded up the practice area at Quad
 - Re-built all five pitchers mounds at Nova Fields

- Senior Center
 - Tomoka Duplicate Bridge was held on Saturday from 11:00am to 4:00pm
 - Granada Squares Dance was held on Tuesday from 6:30pm to 9:00pm

- Performing Arts Center
 - The Performing Arts Center hosted the following classes throughout the week as part of its regular operations:
 - Monday: CMT Musical Theatre Camp was held.
 - Tuesday: CMT Musical Theatre Camp was held.
 - Wednesday: CMT Musical Theatre Camp was held.
 - Thursday: CMT Musical Theatre Camp was held.
 - Friday: CMT Musical Theatre Camp was held.

- South Ormond Neighborhood Center
 - Splash Pad open 10am to dusk
 - Open park and playground sunrise to 11pm daily
 - Fitness room open 5:30pm-9pm Monday-Friday, 11am-5pm Saturday, 1pm-5pm Sunday
 - Open gym 5:30pm-9pm Monday-Friday, 11am-5pm Saturday, 1pm-5pm Sunday
 - Summer Camp Monday through Friday 7:30am-5:30pm
 - UF/IFAS Extension Family Nutrition Program Tuesday 5:30-7pm
 - Preparing for I Am Ormond Beach celebration

- Community Events
 - Weekly administrative tasks, office work, meetings, and activities
 - Planning for Summer Sounds Concert Series
 - Independence Day Celebration
 - Clean up from July 4th event
 - Continuing NIMS Training online
 - Continuing event plans for October 3rd Loop Event
 - Cleaning and organization of Community Events storage areas
- Gymnastics
 - July session in progress – registration now open
 - Upcoming Open Gym session tonight
 - Working on plans for Junior Olympics in August
- Nova Community Center and Special Populations
 - FitGyms conducted their personal training and tennis lessons.
 - 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 continued to meet at various times throughout the week.
 - Camp T-Rec continues. They meet Monday through Friday from 8:30am-2:00pm for six weeks.
 - Summer Basketball league for players 12-18 years old began on Monday. Each day two teams will be given the time to play each other.
 - Free breakfast and lunch is offered through the County Summer Food Program Monday through Friday.
 - Summer Coed Volleyball League took place on Monday and Thursday from 6:15pm-8:00pm.
- The Casements
 - Classes met this week including Pilates and Yoga.
 - Guild tour hours continued this week for the summer from 1:00pm to 4:00pm Monday through Friday.
 - Wall Ministries met at Bailey Riverbridge on Sunday from 11:00am to noon.
 - Summer Art Camp resumes this week for the 3rd week with artist Pat Spano, Monday through Friday from 9:00am to noon.
 - Enviro Camp began this week Monday through Friday 8am to 5pm. Highlights included a historical walking tour, visiting the Ormond Beach Yacht Club, the Anderson Price Building, the Birthplace of Speed Park and the Ormond Garage. We had a special guest visit from an archaeologist, went fishing at Bailey Riverbridge and had an archeological dig at Fortunato Park. Enviro Campers celebrated Mr. Rockefeller's birthday on Wednesday. He would have been 176!
 - The Casement Guild Crafters met this week on Thursday from 12pm to 3:30pm at Bailey Riverbridge.
- Parks Maintenance:
 - Put out river floats for fireworks barge
 - Worked with Campus Outreach volunteers at Central Park I trimming branches around trail and cleaning up riverbank at Rockefeller Gardens
 - Filled in holes in seawall at Ames and Riviera Parks
 - Relocated trash receptacle units between Hand and Division Avenue
 - Citywide safety inspections of parks and equipment.
 - Weekly inspections of park facilities for reservations
 - Call Out = 0
- Building Maintenance
 - Tri-weekly inspection of airfield runway, taxiways and directional signage

- Preventative maintenance of City vehicles and equipment as necessary
- Weekly maintenance of fountains at PAC, Bailey Riverbridge, Arroyo, Riviera, Hospital Park, Fortunato and City Hall
- Weekly inspection of the water wheel and sump pumps at The Casements
- Tri-weekly inspection of DOT and facility lighting at various City locations
- Checked A/C unit running hot in City Hall
- Checked A/C unit area that is too cold at Public Works
- Identified two non-working directional signs at Airport
- Repaired #10 Portal at the Airport
- Repaired panic bar in the multipurpose room at SONC
- Cleaned exhaust fans in locker room at Fleet
- Repaired exhaust fans at WTP
- Repaired damaged parking lot light at Andy Romano
- Repaired door lock outside bathrooms at SONC
- Repaired hallway A/C at SONC
- Secured broken railing at the Skate Park
- Repaired toilet at the Ormond Art Museum
- Replaced broken fill valve in the bathroom at Gymnastics Center
- Replaced toilet wax ring in ladies room at PAC
- Checked breaker for fountain at Nova
- Repaired conduit on Granada Bridge
- Replaced broken fill valve in the bathroom at SONC

Police Department

Administrative Services

- Staff attended Florida Police Chiefs Summer Training Conference.
- Staff attended Mental Health First Aid Training.
- Staff attended Radio Communications Users Group meeting.

Community Outreach

- Youth Directors Council
 - Ten members of the Youth Director's Council (YDC) held a meeting on Monday July 6 to review and discuss the upcoming Youth Directors Conference in Orlando. The conference will be held July 16-19, 2015.
 - YDC youth assisted as chaperones during the Field Trip to Daytona Lagoon on Wednesday, July 1, 2015. Throughout the OBPAL/Leisure Services Summer Program connection partnership; YDC members are assisting in the class rooms during the educational portion of the Summer Connections program partnership with the Department of Leisure Services.
- OBPAL Summer Connections Program Partnership
 - Approximately 70 youths participated in the summer educational programs offered in partnership with Leisure Services at the SONC. Children in kindergarten through 5th grade attended Art, Science, Computer Lab and Reading classes.
 - Ninety-six summer camp participants attended the Daytona Lagoon field trip on Wednesday, July 1. This is the first of four field trips offered in the summer program partnership with Leisure Services.

Community Services & Animal Control

- Animal Calls responded to: 30
- Animal Bites: 2
- Animal Reports: 3
- Animals to Halifax Humane: 2
- Injured Wildlife: 0
- Trap Neuter Release: 2

- Dog Reclaimed: 1

Criminal Investigations

- Cases Assigned: 29
- Cases Cleared by Arrest/Complaint Affidavit: 2
- Cases Exceptionally Cleared: 6
- Inactive: 7
- Fraud: 5
- Burglary Business: 6
- Burglary Residential: 3
- Larceny Car break: 3
- Grand Theft: 7
- Auto Theft: 0
- Offense Against Family/DCF Reports: 0
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 1
- Robbery: 0
- Assaults: 0
- Police Information: 2
- Death Undetermined: 1
- Homicide: 1

Records

- Walk - Ins / Window: 96
- Phone Calls: 132
- Arrest / NTA'S: 20
- Citations Issued: 100
- Citations Entered: 0
- Reports Generated: 124
- Reports Entered: 112
- Mail / Faxes / Request: 42

Patrol

- Total Calls: 1,562
- Total Traffic Stops: 206

Operations

Crime Opportunity Report Forms Issued: 18

- 7/2/15
 - Shoplifting, 1670 West Granada Boulevard. (Racetrac). Suspect was arrested after store employees witnessed her concealing items in her purse and then taking a bag of ice without paying. Defendant was issued a Notice to Appear and a no trespass warning and released from the scene.
 - Shoplifting, 1521 West Granada Boulevard. (Wal-Mart) Suspect was arrested for failing to scan all items at the self check-out, issued a Notice to Appear and a trespass warning and released from the scene.
- 7/3/15
 - Battery – Dating Violence, 505 South Atlantic Ave. A disturbance was reported that a male and female were engaged in an argument in the front parking lot of the resort. Upon arrival officers determined there had been a physical altercation and the female had injuries to her face and neck. The couple had been in an intimate relationship for 2 years, but do not live

- with each other, or have children in common. Male suspect was placed under arrest for battery and transported to the branch jail.
- Trespassing after Warning, 839 South Atlantic Ave. Suspect previously trespassed from the above address, (Andy Romano Park), on 06/29/2015, and was found in the park again and placed under arrest for trespassing after warning.
 - Death Investigation, 8 Foxhunter Flat. Units responded to 8 Foxhunter Flat for a well being check on the homeowner. The girlfriend had been trying to contact him for the past three days. When she arrived at the residence she smelled a foul odor and observed what look like a body lying in the garage. Moments later the homeowner's son was observed running from the residence. Units responded and found what appeared to be a body in the garage. A perimeter was set up around Hunters Ridge, K-9 and Air-1 notified and a crime scene was established. An arrest warrant was obtained for the suspect (son of victim/father) who had fled the area to Tallahassee. Tallahassee PD discovered the suspect's vehicle in a parking lot in their jurisdiction. The suspect's body was found near his vehicle a short time later. It was determined the suspect died of a self-inflicted gunshot wound. Investigation is ongoing.
 - Narcotics Arrest, 100 block of Fleming Avenue. K91 stopped a vehicle for running a stop sign. The driver/sole occupant was acting extremely nervous. K-9 alerted to the vehicle and several items of illegal narcotics were located, including a trafficking amount of Hyrdocodone, Cannabis and Alprazolam. Suspect was arrested and transported to the branch jail.
- 7/4/15
 - Battery-Domestic Violence Arrest. 955 South Nova Road (Oasis Mobile Home Park). Suspect was arrested after she battered her live in boyfriend at a party. She fled to her home in the county area but was waiting on her porch for officers when they arrived. She was arrested for domestic violence battery and transported to the branch jail without incident.
 - Battery-Domestic Violence Arrest. 839 South Atlantic Avenue (Andy Romano Park). Suspect was arrest for battery and strangulation on his live in girlfriend and possession of narcotics (Marijuana). Witnesses that were walking in the parking lot observed the incident as it was occurring inside of the suspect's vehicle. The vehicle left the park prior to officers arriving on scene but was spotted traveling on A1A and a traffic stop was made. The suspect was arrested without further incident.
 - Warrant Arrest, Casement Drive and South Halifax Drive. An officer on patrol made a traffic stop with a vehicle that had almost crashed into him. A warrant check found that the defendant has an open warrant for failure to appear reference driving under the influence.
 - Narcotics Arrest, 2324 Warden Trail. Suspect was stopped in her vehicle after leaving a party at the above location. 26 Grams of Marijuana was observed in plain view on the passenger floor board of her car. Suspect was arrested and transported to the branch jail.
 - 7/5/15
 - Car Break, 155 Interchange Boulevard (Hampton Inn). An unknown person removed two coolers from the back of the victim's open truck.
 - Shoplifting, 1521 West Granada Boulevard (Wal-Mart). Suspect was placed under arrest for shoplifting and was issued a Notice to Appear and a trespass warning and released from the scene.
 - Car Break, 839 South Atlantic Avenue (Andy Romano Park). The victim reports that she parked her vehicle in the parking lot and returned to find the hatchback open and her purse missing.
 - Battery-Domestic Violence, 759 South Atlantic Avenue (Georgian Inn). Suspect was placed under arrest for punching his live-in girlfriend in the face. The victim and her boyfriend were observed arguing in the parking lot of the Georgian Inn. The suspect was observed by several witnesses pushing the victim and the victim fled on foot and chased after her in a vehicle, catching up with her at Marvin and Milsap where he blocked her in with the vehicle. The suspect was charged with domestic violence battery and transported to the branch jail.
 - Battery-Domestic Violence, 1608 North United States Highway 1 (Days Inn). Victim text messaged her mother saying that she was being held against her will and was kidnapped from Jacksonville. Her mother called police and officers responded. Investigation revealed

- that the victim is a Backpage.com girl that came to the area to “work” the race crowd. The evening prior the victim met a client at a different hotel in the area and the suspect who was working with the victim met her in the parking lot to bring her back to the Days Inn where an argument ensued over a cell phone and the suspect punched the victim in the face. The suspect and victim then entered the suspect’s vehicle and drove back to Days Inn. The victim stated she tried to leave the hotel room but the suspect held her against her will and would not allow her to leave. When contacted, the suspect gave officers several false names and used another person driver’s license as his own/identification. RAPID ID fingerprint check revealed his true identity and revealed the suspect had an open felony arrest warrant with no bond. Narcotics were also found on the suspect during a post arrest search. The suspect was arrested for the open warrant, false imprisonment, narcotics, battery, and providing a false name to law enforcement. The victim allowed officers to look in her purse where narcotics were found and she was subsequently arrested for possession of narcotics. Both were transported to the branch jail without further incident.
- Burglary Residence (In progress/shots fired). 15 Parkview Lane. A thin white male wearing all black entered the home through an unlocked front door just after 4am. The front door makes a sound when opening it and the homeowner heard it. The homeowner grabbed his 9MM handgun and fired a round at the suspect who was standing just inside the doorway. The round missed and the suspect fled on foot.
 - 7/6/15
 - Burglary Residence- 19 North Yonge Street #15. Occurred overnight, entry made through an open window.
 - 7/7/15
 - Trespass, 1520 West Granada Boulevard. Three subjects were contacted panhandling on the property. Two of them were trespassed and one was arrested for trespassing after warning.
 - Burglary, Business. 72 South Yonge Street. (Crowne Jewelers and Pawn Brokers) Two suspects entered the store and pretended to shop, distracting employees. The pair broke into a glass case and removed two rings and a watch. Subjects fled in a gray, four door vehicle.
 - Domestic Disturbance, 127 Bosarvey Drive. Suspect was involved in a domestic disturbance with his sister.
 - Carbreak, 54 South Ridgewood Avenue (First Baptist Church). Victim advised that he parked his vehicle in the parking lot of the church a couple of weeks ago because it broke down. When the victim responded back to the vehicle on this date, he found his FL Tag and a wallet missing from inside the vehicle.
 - 7/8/15
 - Car Break, 125 South Orchard Street #204. The victim’s unlocked vehicle was entered. \$1,000 in cash, an iPod and two checks were stolen.
 - Car Break, 116 Fairview Avenue. The victim’s unlocked vehicle was entered. A flannel bag containing belt buckles and change stolen.
 - Car Break, 358 South Orchard Street. The victim’s vehicle was entered. A wallet was taken.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 37
 - Number of DUI Arrests: 0
 - Number of Uniform Traffic Citations Issued: 38
 - Number of Written Warnings Issued: 5
 - Number of Parking Citations Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 11
 - Number of Crashes with Injuries: 2
 - Number of Crashes with Serious Bodily Injuries: 0
 - Number of Crashes with Fatal Injuries: 0

Neighborhood Improvement.

Weekly inspection statistics by Commissioner Zones

- Zone 1: 0 Cases initiated
- Zone 2: 1 Case initiated
- Zone 3: 4 Cases initiated
- Zone 4: 2 Cases initiated
- 2 signs have either been removed or sign cases created.
- 33 tree removal permit requests.
- Administrative staff assisted with three (3) walk-ins and sixty-two (62) telephonic inquiries.

Public Works

- Engineering

Project Summary

Construction Projects:

- Downtown Streetscape Planting (Orchard to A1A) – The contractor has completed work on the bridge slopes where the remaining (30) palms were installed. The contractor now is focusing on completing the remainder of the under-plantings.
- South Peninsula Reclaimed Water Extension – Pavement has been restored at the north end of the job, installed pipe across Seminole Drive; work continues to connect Seminole Drive to South Halifax Drive. The contract is expected to be completed approximately a month ahead of schedule. Notices will go out to residents informing them of the ability to connect to reuse and the process that is required to apply.
- A1A North Peninsula Forcemain Extension (Volusia County project) – County is ready to obtain a partial clearance from the Health Department for the force main and then will focus on completing the lift stations and eventual abandonment of the package plants. Staff is working out details of an agreement with the County for accepting ownership of the force main. This will be presented to the City Commission for approval.
- Sports Complex Restroom Facility Construction – The rough plumbing has been installed and the building pad has been formed-up. The facility water meter was installed and electrical service installation up to the building is being completed.
- OBSC ADA Parking and Sidewalks (CDBG) – All sidewalk work has been constructed the contractor is working on restoration. The overall project is 90% complete.
- Fiber Optic Network Expansion - Phase 3 – Work is continuing on Division Avenue, crews have begun work making connections and installing hand holes.
- Ormond Beach Sports Complex - The drainage swale located south of the ball quad was re-graded to improve drainage away from the ball fields and the playground area. Sod replacement is being scheduled for the swale.
- Stormdrain & Sanitary Sewer Pipe Lining Rehabilitation - The stormdrain outfalls along Northside Drive were cleaned and inspected to prepare for lining. One of the outfalls was apparently cross drilled through by an FPL power conduit. FPL has been contacted to relocate the line, so that the stormdrain pipe can be lined. Cleaning and inspection is underway on the stormdrain along Amsden Road, between North Halifax Drive and Alden Drive.
- 2015 Roadway Resurfacing - Work continues on the replacement of curb & gutter along Kent Drive. Approximately 600 feet of curb & gutter has been replaced. Oak Drive is being milled and resurfaced.
- Ph II 2-Inch Water Main Replacement - Mainland - Shop drawings are being reviewed. Work is anticipated to begin along SR40/Granada Blvd from Mirror Lake Drive to the new Shoppes development by mid July. Overall project schedule is being developed.
- Ph II 2-Inch Water Main Replacement – North Peninsula – The pre-construction meeting was held on July 2.
- Ph II 2-Inch Water Main Replacement – South Peninsula – The pre-construction meeting was held June 30; a Notice to Proceed will be issued to the Contractor for August 3.

Design Projects:

- City Welcome Sign – The consultant submitted the revised plan set to the FDOT for Community Aesthetic Features (CAF) review and approval. District 5 FDOT completed their review and have forwarded the plans to Tallahassee for final review.
- Nova Community Park Trail – Staff is finalizing the drawings and preparing the bid documents.
- Fleming Avenue Drainage – Zev Cohen study of the area concluded that the pond serving Hickory Village Subdivision is undersized and recommends looking to purchase undeveloped property to the south to expand the storage capacity and also recommended that the outfall ditch be regraded and cleaned. In addition should the Phase 2 Central Park Lift Station project be approved for funding by FEMA, the possibility to connect the Fleming Drainage System directly to Laurel Lake should be investigated. Staff has included a CIP project for the purchase of a drainage maintenance easement along the outfall ditch and for the purchase of property for additional stormwater storage.
- North US1 Landscaping (Airport Road to I95) – The revised plans have been approved by the FDOT review committee. Bids are being reviewed.
- 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 requesting installation proposals for the proposed shelter.
- Downtown Stormwater – Consultant is finalizing plans for advertisement of the project at the end of the month.
- Ormond Sports Complex Field 9/10 Lighting – Plans are still in review with FAA.
- Environmental Learning Center – The Construction Management firm is preparing final construction costs for staff review. Our environmental contractor has begun removing the invasive plants along the pond banks and within the wetlands.
- Water Treatment Plant Lime Silo Dust Arrestor – Design consultant is preparing plans to submit 30% for input and review.
- Water Treatment Plant Controls and Pump Upgrade – The Consultant has completed survey of the WTP and has begun preparation of the plan set.
- FEMA Phase 2 Central Park Flood Mitigation Project – Staff has submitted the Phase 2 HMGP grant to FEMA and will await their review comments.
- WWTP Sludge Thickener Improvements – The consultant is preparing final plans for bidding.
- Proposed Ormond Dock - Met with consultant and boating expert to discuss options for the dock design including constructing a break-water to limit the wave and current effects on the channel and dock. Discussed various options for grant funding sources.
- Stormdrain Improvements - Staff is working with an engineering consultant to determine the feasibility of improving the stormwater drainage at the intersection of Woodridge Drive and North Beach Street, where two properties have been susceptible to flooding under heavy rainfall events. The drainage basin will be delineated and computer model simulation run for hydraulic analysis of existing conditions and proposed improvements.
- Fire Station Exhaust Filter System - Met with contractor to inspect the Fire Station 94 exhaust scrubber system, which filters the fire truck exhaust from the four truck bays and discussed implementing a similar system for Fire Station 93 which has 6 bays. Grant funding is available for installing the system.

Department Activities

Administration/Meetings/Customer Service/Other:

- Continued to locate, scan, examine, archive, and prepare for storage non-digitized plans submitted by GIS (on-going), and old engineering drawings.
- Reviewed multiple SWMP submittals for residential construction (on-going).
- Researched, located, and provided drawings of the Riverbend Golf Course lease areas, per surveyor (ATS) request.

- Created and provided PDF architecture drawings of Fire Station 93 truck bay, per request by Hall Construction.
- Created proposed sanitary main connection drawing for 2441 Lipizzan Trail, per landowner request.
- On-site visit to 764 and 359 Oceanshore Blvd. to meet with contractor for review and final inspection of SWMP.
- Completed elevation survey shots along the OBSC Softball Quad swale to verify positive flow.
- Completed elevation survey shots along Kent Drive to verify proposed pavement heights, as requested by Contractor.
- Performed additional groundwater and gas monitoring at the Nova Landfill, as requested by FDEP.
- Modified and plotted the drawings of Oak Drive Watermain Improvements, per Utilities Division request.
- Located tree at 418 McIntosh Dr per N.I.D. request
- Updated the exhibit drawings relating to the proposed boat mooring pier at Cassen Park, per comments from consultant.
- Researched and provided information relating to verification of a Conservation Easement located on lot 2 of Airport Business Park Tower Circle Extension, per Legal Department request.
- Researched old files to help determine the location of the fire line tap location at 387 North US1 (Haynes Brothers Furniture), per Water Division request.
- Environment Management
 - Street Maintenance
 - Asphalt / Concrete
 - Removed damaged sidewalk on Airport Rd and formed new sidewalk
 - Replaced 5' x 7' asphalt patch for Water on Crooked Tree Trail at Eagle Rock
 - Restored small asphalt patch on 100 block of S. Halifax Dr
 - Replaced 2' x 2' concrete patch on 100 block of Sandcastle Dr
 - Constructed spill way for water drainage on Cambridge Ct
 - 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
 - Cleaned up storm debris on Parque Ave and SR40
 - Trimmed on Fleming Ave at Central Park and Fleming Ave & Center St
 - Cleaned around base of oak tree for removal in Public Works Yard at water tank
 - Removed hanging limbs on Pebble Beach Dr
 - 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.
 - Picked up litter at various bus stops in the City, on DOT (Department of Transportation) roads, at Orchard & Wilmette and on the Tomoka River Bridge
 - Weed control on Streetscape and FDOT areas
 - Cleaned benches Citywide
 - Removed holiday flags and banner from bridge on SR40
 - Cleaned common area at City Hall and Public Works Yard
 - Collected barricades from 4th of July event, Citywide
 - Assisted Tree Crew with flagging at Fleming Ave & Center St

- Trimmed in ROW at Tomoka Ave & S Washington St; cul de sac ROW on Rocky Ridge Trl
- Spread material at Nova Rec at old landfill
- Trimming DOT ROW & sidewalk ROW on W Granada Blvd between Winding Woods Way and Misners Trl

Sign Shop

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

- Citywide Locations, checked for signs that might need attention
- Fabricated various signs & decals for upcoming jobs
- Collected barricades and signs from 4th of July event
- Fabricated numerous signs for South Ormond Neighborhood Center
- Replaced Stop Sign at Tropical Dr
- Met with Recreation Manager regarding job at Sports Complex
- Fabricated all signs for Sports Complex Park

Stormwater Maintenance

Maintenance Crew

- Locates citywide
- Carp Barriers – cleaned and inspected
- Pump Stations – inspected
- Inlets – inspected and cleaned Citywide
- Citywide Locations – inspected, maintained and sprayed various FDOT ditches and ponds
- Gates & Pumps – inspected, Citywide
- Assisted Leisure Services with floats
- Picked up Vacon from Fleet
- Filled in sinkholes at Arbor Dr & S Beach St, also at Live Oak Ave
- Raised pipe at Cuadro Pl & Fiesta Dr in Fiesta Heights
- Cleaned around pond at Sports Complex

Vactor

- Being serviced at Fleet

Mowing

- Reachout Mower – Pineland Trl, Airport Rd near Pathways Elementary, Airport Rd fenced area/old landfill, Hammock Ave, Division Ave

Street Sweeping/Streetsweeper

- 158.0 miles of road cleaned
- 14.0 cubic yards of debris removed

- Fleet

Mileage Traveled by all City Departments for the week

26,475

PM Services completed for the week:

Emergency—Vehicles and Equipment

5

Non-Emergency Vehicles and Equipment

18

Road Calls for the week:

0

Quick Fleet Facts:

- Fleet has 12,955 gallons of unleaded and 7,542 gallons of diesel fuel on hand.

- Fuel Used in one week: 2,338 gallons of unleaded and 1,175 gallons of diesel.
- Fleet completed 44 work orders this week.
- Utilities
 - Projects Summary
 - A-1-A Force Main – Main was successfully cleaned with poly-pig method by the City's specialty contractor - Professional Piping Services, Inc.
 - Backflow Prevention Device Testing, Certification and Repair Services – Project scheduled to begin this month. A draft letter is being reviewed for providing prior notification to non-compliant customers that services will be performed and billed to pertinent customer water accounts.
 - Division Avenue Well Field Raw Water Piping – Received shop drawings. Preparing letter for Park Place residents notifying them of future short duration water service interruption and fence replacement project activities. Order replacement meter for Well 10D as required.
 - Fire Hydrant Replacement Program – Award recommendation agenda item prepared for CC Meeting on July 28.
 - Hunters Ridge Low Pressure FM Upgrade – Reviewed plans.
 - Laboratory Testing Services – Award recommendation agenda item prepared for CC Meeting on July 28.
 - Lift Station 8M1 – Project is under design. Legal Department recommendation received for resolving easement discrepancies.
 - Oak Drive Water Main Replacement – Construction plans distributed to water distribution crew for scheduling work and material needs.
 - Ormond Beach Wastewater Treatment Plant Rehabilitation Project – Legal Department is working with the attorneys for the contractor and pump supplier to determine appropriate measures needed to schedule replacement of the impellers for influent pumps 1 & 2. Specifications for replacing the sodium hypochlorite storage tanks are prepared.
 - Rima Wells Auxiliary Power Generator – desired operational features for SCADA were obtained from the design engineer for review.
 - Saddler's Run Lift Station Rehabilitation – A work authorization for consultant construction services was recently authorized to oversee project. Notice to proceed date was 7-6-15.
 - Sanitary Sewer Pipeline Repair – Work is underway.
 - Storage Tank Repairs and Maintenance – Cost information is being prepared to perform the tank repairs based upon data received from the structural inspection. Awaiting receipt of Engineering Summary Report. A design proposal to prepare design plans and specifications for the water plant elevated tank repair has been received from another engineering firm and is being considered.
 - Wastewater Sludge Thickener Upgrades (CIP) – Engineer is incorporating staff comments in the design.
 - Water Plant Aerator Housing Rehabilitation (CIP) – A work authorization was prepared for processing.
 - Water Plant 4-Log Virus Removal – Prepared a report to obtain approval from Volusia County Health Department for 4-Log Virus removal without using low pressure reverse osmosis (LPRO). Health Department will allow greater than 5% salt passage if documented justification can be provided for the membrane performance. They also acknowledged that the 4-log criteria can be met without LPRO treatment.
 - SPRC: Environmental Learning Center – Reviewed lift station calculations. Giant Recreational World – Reviewed plans. Parque Warehouses - Site plan approved. Development Order 2015-029 issued. Shoppes on Granada – As-built drawings for wastewater system were received for review. 146 N. Orchard RV Storage Site – Preconstruction meeting held 7/1/15. Development Order 2014-015 issued. North Peninsula A1A Force Main: Staff received request from Volusia County for consideration of alternate fee basis for recoupment of certain project costs related to force main construction and to encourage additional future connections. Staff will prepare eventual alternative fee schedule and necessary agreement provisions for CC consideration once determined.

- 134 & 136 Beau Rivage – Use Permit received from Volusia County.
- System model updates and recommendations were received from the consultant regarding recent submittal of water and wastewater projections for Plantation Oaks Subdivision currently being considered for annexation. Staff will assess results for any offsite utilities needs and meet with developer to discuss.

Departmental Activities

Public Works – Utilities Division

- Water Treatment
 - Delivered 39.73 million gallons for the week ending July 7, 2015 (5.67 MGD)
 - Backwashed 9 filters for a total of 407,000 gallons backwash water.
 - Produced and hauled 81 wet tons of dewatered sludge.
 - Operated north & south plant generators for routine PM.
 - We had one (1) Precautionary Boil Water notice this week.
- Wastewater Treatment
 - Domestic and Industrial Wastewater flow was 32.52 Million Gallons.
 - Produced 26.26 Million Gallons of Reuse.
 - Produced 6.26 Million Gallons of Surface Water Discharge.
 - Influent flows average for week @ 4.65 MGD, plant designed for 8 MGD.
 - Hauled tons of sludge 121.51 (14%-18% Solids).
- Water Distribution
 - Exchanged 10 water meters per Finance Department work orders.
 - Responded to and/or repaired 15 water service leaks.
 - Installed 5 new residential customer water services and meters.
 - Assisted 19 customers with misc. concerns.
 - Replaced or repaired 29 water meter boxes.
 - Replaced 9 residential water services due to aged materials. 3 each - 2" HDPE casings were installed by contractor for water service under roads.
 - Responded to 9 reports of customer concerns regarding low pressure, cloudy water, etc.
 - Repaired leaking venture meter taps on Claricone #2 at Water Plant.
 - Performed accuracy testing of commercial water meters: 6 each - 1½", all tested accurate.
 - Pressure tested 13, repaired 1 backflow prevention device serving City facilities.
 - Continued maintenance of fire hydrants within city limits; 20 fire hydrants maintained in The Trails subdivision.
 - Located and exercised 32 water distribution system main valves located between N. Beach St & US1 north of SR40 – Valve PM Program.
 - Repaired flushing devices in Aberdeen and Huntington Woods areas.
 - Performed flushing activities in Tymber Crossings, Saddlers Run, Deer Creek, Forest Quest and Briargate subdivisions.
 - Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 115 regular and 3 emergency utility locates for the previous week.
- Wastewater Collection – Reuse
 - Crews responded to one trouble call Breakaway/Hunters Ridge PEP System service area and four in town on conventional system
 - Inspection of trouble spots on beach side (7) and mainland (11) – current conditions acceptable and operating well at this time.
 - Completed contractor assistance with cleaning by poly-pig method the 10 & 12 inch force mains along A1A N. Ocean Shore Blvd.
 - Filter dumpster dewatered collection system grit (12.59 tons) was approved for disposal by Volusia County Environmental Dept. and was delivered to landfill by Waste Pro for disposal on July 2.

- Locate sewer lateral at 332 John Anderson Dr. and 400 Grove St.
- Repaired 4 inch sewer lateral at 86 Hernandez Ave.
- Replaced brass cleanout cap at 727 Linden Wood Circle West
- Televised 5, cleaned 12 and root controlled 4 sewer laterals.
- Repaired one inch reuse service on vacant lot at Tomoka Ridge.
- Locate reuse service at 43 Old Bridge.
- Checked force main pressure on Ocean Shore Blvd.: Spanish Waters @ 5 psi, Ocean Mist Hotel @ 4 psi, Ormond Mall @ 5 psi.
- Low pressure sewer gauge readings: Westland Run (2 inch) 19/12 psi. Foxhunters Flat (2 inch) 17/10 psi & Shadow Creek Blvd. (4 inch) 0/0 psi.

- Utilities Maintenance Division
Wastewater Plant – Lift Stations
 - Waste Water Plant – FPL storm related power outage, main transformer stopped functioning 6/26/15 at 3:30 pm, FPL crews responded and replaced transformer, back in service at 12:30 am 6/27/15, main generator successfully ran plant during outage.
 - Assist Collections System crews as needed during A1A force main cleaning efforts.
 - 4M – contractor on site for replacement of riser pipes and wet well equipment, project completed, station returned to service, ok.
 - Digester Blower #3, installed rebuilt blower unit, ok.
 - R.A.S. Pump #3, repaired leaking pump seal, ok.
 - Effluent Pump #2, breaker tripping, continuing to trouble shoot.
 - Centrifuge building - sump pump controller, replaced HOA switch, ok.
 - Conductivity meter, replaced meter and sensor, ok.
 - Shadow Crossing Reuse System, trouble shoot and repair cooling fan on VFD #1, ok.
 - Influent Room – assisted in deragging pumps.
 - WIN911 monitor/response: Ormond Green - FPL outage, used generator to operate station until power restored, ok; 13M - phase loss, FPL power correct, station down, corroded wiring at phase monitor fuse block, repaired, ok; San Marco - phase voltage loss, power restored upon arrival, possibly storm related, ok; Sandy Oaks - high level, pump #1 stuck on - overheated, cause - debris on probe, pump determined non-operational, replaced with similar pump from Sports Complex L.S – low use, will replace pumps when rebuilt units are received;
 - SCADA monitor/response: Saddlers Run, 7M1 – high starts, cleaned probe, ok; Chelsea Place # 2 – no starts pump #1, reset motor starter, storm related, ok; Aberdeen #1 – pump #2 stuck on, adjusted and cleaned probe, ok; Sandy Oaks – no starts pump #2, replaced with new inventory, ok.
 - Weekly PM's: Grit Snail; Poly Blends #1, 2; Digester Blower #1, 2, 3; Clarifiers #1, 2, 3, 4; Bar Screens #1, 2; Eff. Transfer Pumps #1, 2, 3.
 - Monthly PM's: Grit Snail; R.A.S. #3; Influent Odor Control; Digester Blowers, #1, 2, 3; Screw Pumps, #1, 2, 3.
 - Lift Station PM's: 19 monthly and 1 annual performed.
 - Plant wide oil & grease route.
 - 64 work orders completed and closed for this section for this week.

Water Plant – Well Fields – Booster Stations – Reuse System

- Fluoride pump, replace disconnect switch, ok.
- Shadow Crossing Reuse – high service pumps #1 & 2 tripped, fire pump running, re-set all pumps, ok.
- Well 30H – not responding performed re-set, ok.
- Well 5D – SCADA not responding, re-set SCADA breaker, ok.
- Division Wells 7, 8, & 9 – main breakers tripped, storm related, ok.
- Well 24H – Connect backup generator and load test, ok.
- Paste Lime Slaker – replaced feed belt, ok.

Wastewater Collection/ Treatment/ Disposal Regulatory Activities

- Local Limits Evaluation – Samples collected at strategic lift stations within the collection system for identifying potential primary pollutants of concern for further evaluation. The Utility is awaiting the report from the contract laboratory to proceed.
- Industry Pretreatment (IPP) Annual Report – The Utility received a letter from the FDEP noting a few recommendations to the Enforcement Response Plan (ERP). The Utility will resubmit ERP after incorporating changes and consulting with legal to insure changes are appropriately represented in the City's Sewer Use Ordinance. Additionally, staff is preparing a response to the industry in the IPP program which was issued a Notice of Violation on June 1, 2015.
- Special Waste Profile and Disposal: The Utility received approval from the Volusia County Solid Waste Department to dispose of sewer grit line waste at the Tomoka Landfill. Waste Pro delivered the grit to the landfill.
- Reuse Groundwater Monitoring Program: Staff is preparing the quarterly report from the most recent sampling per the WWTP's permit to the FDEP.

Water Supply/ Treatment and Distribution System Regulatory Activities

- Reuse Service Area Dual Check Valve Installation – The contractor continues installation of the backflow prevention devices in the City's N. Peninsula Reuse Service Area.
- Consumer Confidence Report (CCR) – The Utility distributed the 2014 CCR brochures to large commercial users, such as apartment complexes. Water customers are being notified via News Journal, email and water bill regarding availability of CCR on the city website.
- Wetlands Monitoring Report – The consultant performed the field analysis of the vegetation surrounding the wetland monitoring wells in Rima Ridge. The report indicated the wetlands continue to be in good health. Staff is compiling the groundwater level data collected throughout calendar year. The report will be reviewed and finalized for submittal to the SJRWMD.

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:

- Staff attended and provided support for July 8, 2015, Budget Advisory Board Meeting
- City Clerk attended Florida Municipal Attorneys Association (FMAA) Annual Seminar July 9 – 11, 2015
- Agenda packet preparation and creation for July 16, 2015, Neighborhood Improvement Advisory Board Meeting
- Agenda packet preparation for July 28, 2015, City Commission Meeting

Status of Department Projects

- Municode republication of *Code of Ordinances*
 - Project Status: Received code review from Municode staff attorney and currently reviewing comments and notations with Legal Department.