

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: April 30, 2010

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:
 - Met with Assistant City Manager, Fire Chief, HR Director and labor attorney on fire contract
 - Weekly meeting with HR Director
 - Bi-weekly meeting with Fire Chief
 - Weekly budget meeting with Assistant City Manager and Finance Director

- Attended and/or met with:
 - Confederate Memorial Day at Pilgrims Rest Cemetery
 - Rotary meeting
 - Volusia County Managers' meeting
 - Commissioner Gillooly on Jill Alison Circle
 - Budget Advisory Board
 - United Way 2009 Outstanding Volunteers of the Year Awards
 - Commissioner Kelley on Hunter's Ridge density increase and transportation impacts on Ormond Beach
 - Retirement celebration for Lee Miller, Driver/Engineer in the Fire Department
 - PAL READ program at Ormond Elementary School
 - Meet and greet with community churches at South Ormond Neighborhood Center

City Clerks Office

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

- Meetings (Includes attending meetings, preparing packets, distributing material, setting up/clean up meeting rooms and recording meetings):
 - Budget Advisory Board
- Prepared packets for May 4 City Commission meeting.
- Advertised for new Public Works Advisory Board membership; only two citizens have responded at this time.

Community Development

- Planning
 - Extensive time has been devoted to finalizing the amendments to the Comprehensive Plan based upon negotiation with DCA staff. It appears that the City's multi-modal strategy in response to SB 360 will be approved by DCA one year before it is required. Ormond Beach is one of the first communities to incorporate into the Comprehensive Plan policies which are based upon the multi-modal strategy submitted to DCA as part of the EAR based amendments. The unique aspects of the strategy include establishing Transportation Concurrency Exception Areas for the downtown, A1A, US1, and SR40, establishing a transit fee to replace the impact fee for the TCEAs, and setting forth a strategy for non-motorized

travel. The amendments in response to DCA's ORC is expected to be on the May 18th CC agenda for first reading.

- Building Inspections, Permitting & Licensing
 - Issued 86 permits with a total valuation of \$1,375,246.00
 - Conducted 286 inspections
 - Issued 5 new business tax receipts
- Site Plan Review
 - SPRC met on site at Madison Glen on Sterhaus Road to discuss the sewer tie-in. In the next week or two a notice for temporary road closure will be issued regarding the sewer tie-in which occurs in the Sterhaus ROW.

Economic Development

Ormond Crossings

- Staff transmitted the approved CRA documents to County staff. A meeting with the County Council for review/approval is expected in May.
- Tomoka Holdings is preparing plans regarding the zoning and platting of the property.
- Staff is discussing with Tomoka Holdings construction of phase one infrastructure to the development.
- Staff is reviewing federal EDA infrastructure grants opportunities for phase one of the Ormond Crossings project.

Airport Business Park

- Staff is gathering the construction bids for the 2 monument signs and a directory sign at the entrance of Sunshine Boulevard.
- Staff has a meeting scheduled between representatives of the Business Park and FP&L to discuss power related issues.

Ormond Beach Chamber and Business Development Partnership (BDP)

- Staff is following up with Chamber regarding economic development initiatives discussed at the Leadership meeting.
- Staff is appointed to represent city economic development practitioners on the Business Development Partnership Collaborative Economic Information Technology Development Delivery System Committee. The purpose of the group is to improve the Metro Daytona Volusia Economic Development Corporation's (MDVEDC) economic development website to include available properties within the city and county and to enhance local marketing programs to attract prospects to their communities. Demonstrations have been completed by four vendors and a selection process will be forthcoming.

Prospective Business Attraction/Retention/Expansion

- Participated with the surrounding community economic development practitioners on weekly conference calls with the MDVEDC and County staffs to discuss potential business opportunities.
- Staff continues the business visitation program with manufacturers in the city to discuss their economic outlook and any assistance/resources they may need to increase capital investment and/or retain/grow their employment levels.
- **Staff worked with the Editor of the Volusia/Flagler Business Report as part of a news story related to industrial growth in Ormond Beach. The site visits included Hudson Technologies, Energizer Personal Care (Hawaiian Tropic), Pace Analytical, and Germ Free Labs, which are all experiencing growth and employment hiring. This will be a two part series starting on April 30th, copies will be provided to the Commission.**

- Staff continues working closely with the Volusia County legislative delegation, Daytona Chamber of Commerce, and our legislative lobbyist regarding the proposed amendment to the ad valorem tax exemption law. The legislation is within several house and senate bills (HB 1509, HB 7215, HB 265, SB 664) and has a good opportunity for passage.

Special Economic Development Projects

- The Halifax Area Business Development Partnership and Volusia County have conducted an independent study by KMK Consulting of their delivery of economic development services and has drafted recommendations for the public and private partners to review and make comment. The BDP Executive Committee voted to engage KMK Consulting to conduct additional research on a model public/private organizational structure and investigate private investment funding opportunities for the organization. The BDP Executive Committee voted to rename the organization from BDP to Metro Daytona Volusia Economic Development Corporation (MDVEDC). A workshop between MDVEDC and the County Council was held to discuss the partnership roles of the organizations. A meeting sponsored by VCARD and VCOG was held this week to discuss the merits of the new organization. Further discussions between the MDVEDC and County officials continue. A meeting with the County Council is scheduled for May 6.
- A presentation by MDVEDC to the Commission will be arranged following resolution of the County issues.
- **Staff met with Citizens of Ormond Beach and presented the economic development and Ormond Crossings update.**

Airport Operation and Development

- Work on the airfield electrical improvements project continued this week. The majority of the heavy construction work is complete. Work requiring limited runway closure may be continued, based on proposed project changes. The contractor and Airport consultant have identified other related electrical improvements that staff is reviewing. Hoyle, Tanner & Associates will contact FAA to determine if these additional project items may be funded under the current grant.
- Staff participated in a meeting with the I/T Manager and a representative of ADT Security Services, Mr. John Utley, regarding a proposal to provide security surveillance technology at the airport. The City currently has a JPA with FDOT to fund 100% of the cost of security upgrades at the airport, including perimeter fencing and surveillance technologies.
- Staff completed this week with the task of reviewing qualification packages as part of the process of updating the City's continuing contracts for professional, architectural and engineering services. Consultants submitted qualification packages for various categories of continuing consultant services, including services for the airport. Staff was tasked with reviewing 13 qualification packages from airport consulting firms, which were discussed and ranked at a public meeting on April 28th.
- Staff participated in the Transportation Safety Administration General Aviation Airport Survey, at the request of the FDOT Aviation Office. The Transportation Security Administration (TSA) is required by Congress to develop and implement a survey of general aviation airports. As a member of the National Association of State Aviation Officials (NASAO), FDOT has been asked to help facilitate this voluntary process in Florida.
- Staff worked with Code Enforcement to address a credible report of an aircraft maintenance business being conducted improperly at the airport. Code Enforcement communicated with the subject individual, and advised him that he needs a business tax receipt with the City as well as upgrade his Category 4 FBO status in order to be in compliance.
- Staff continued to work this week with the City Attorney and representatives of Hoyle, Tanner & Associates (HTA) to compose for consideration by the City Commission an

addendum to the current Professional Services Agreement between the City and HTA, regarding the construction phase of the Airport Electrical Upgrades project. An acceptable addendum has been drafted, and will soon be presented to the City Commission for approval and execution.

Finance/Budget/Utility Billing Services

- On-going Projects
 - Staff is preparing draft of the personnel budget and the CIP.
 - Staff is reviewing procedures for upcoming transfer of mail responsibilities from Support Services to the Finance Department.
 - During the week, the City received from FEMA approximately \$478,000 for Hurricane Frances and approximately \$594,000 for Hurricane Jeanne. These amounts were recorded in accounts receivable. The City is awaiting an invoice from FEMA for approximately \$800,000 for Hurricane Charley. This amount is currently recorded in accounts payable.
- Completed Projects - Weekly
 - Processed 35 Journal Entry Batches (# 2864 - 2960).
 - Approved 13 Purchase Requisitions totaling \$86,021.49.
 - Issued 9 Purchase Orders totaling \$32,661.86.
 - Held bid opening for Bid No. 2010-10, Ormond Beach Wastewater Treatment Plant Expansion Project, on 4/29/2010.
 - Prepared 180 Accounts Payable checks totaling \$399,725.86 and 26 Accounts Payable EFT payments totaling \$66,535.71.
 - Prepared 54 Payroll checks totaling \$47,274.84 and 313 Direct Deposits totaling \$372,027.65.
 - Transferred IRS 941 payment of \$134,363.84.
 - Processed 3,748 cash receipts totaling \$2,317,253.43.
 - Processed 669 utility bill payments through ACH totaling \$45,439.57.
 - Processed and issued 4,895 utility bills with billed consumption of water of 18,858k.
 - Issued 263 past due notices on utility accounts.
- Public Information
 - Press Releases
 - Walking with the Manager (5/20)
 - Movies on the Halifax – “Freaky Friday” (5/7)
 - Other
 - Citizen Contacts
 - Media Contacts
 - Completed Employee Newsletter for May
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, and reimbursements
 - Attended Memorial Day Committee Meeting
 - Attended Energy Grant Webinar
 - Attended ECHO Workshop

Fire Department

Weekly Statistics

3	Fire
2	Fire Alarms
6	Hazardous

62	EMS
3	Motor Vehicle Accidents
18	Public Assists
94	TOTAL CALLS

- Aid provided to other agencies: **13 calls – Volusia County (12), Holly Hill (1)**
- Aid received from other agencies: **0 calls**
- Total staff hours provided to other agencies: **22 hours**
- Total staff hours received from other agencies: **0 hours**
- # of personnel sent with EVAC to assist with patient care during hospital transport: **0**
- # of overlapping calls: **12**

SIGNIFICANT INCIDENTS

Date: Saturday, April 24th

Type of Call: Structure Fire

Address: 22 Palmetto Dr

Dispatch Time: 2:19 AM

Cleared Time: 3:33 AM

Jurisdiction: Volusia County

Units on Scene: Quint 91, Rescue Engine 93, Quint 92, Volusia County Engine14 & Battalion 10

Incident Description: Dispatched as automatic aid to a large shed fire behind a main structure. A fort and yard waste beside a wooden fence was also on fire. We assisted with hooking up Volusia County E14 to a water supply, broke the fence to gain access to the yard, and assisted with extinguishing the fire.

Operations

- Attended Volusia County Emergency Medical Service meeting.
- Updated SOP policies and submitted to review committee.
- Continued working on Collective Bargaining related IAFF 2008-2011 contract.

Training Hours

13	EMT Refresher Module 1
6	EMT Refresher Module 7
9	Fire Protection Systems
8	Incident Command
11	Preplanning
5	Pump Operations
42	Tactics
12	Technical Rescue
106	TOTAL STAFF HOURS

Activities

- Serviced 212 hydrants to include: flow testing, inspecting and flushing.
- Updated 22 pre-fire plans.
- Conducted 2 fire inspections with 3 safety violations discovered.
- Visited 44 homes for smoke detector checks.
- Held weekly Fire Explorers meeting at Station 92.
- Conducted a fire extinguisher demonstration / training for city hall employees.
- Participated in Earth Day, provided Firewise brochures.

Human Resources

- Job Requisitions
 - Police - Police Officer

- Maintenance Worker II, Streets
- Approved/Active Recruitment
 - Leisure Services - Summer Counselors for Day Camps at Nova & SONC, Special Populations (Camp T-Rec) and Enviro Camp at the Casements.
- Screening/Interviews Scheduled
 - Finance - Account Clerk II – In-House extended until 4/23/10
 - PT Box Office Attendant – 2nd round of interviews will be completed by Friday, April 30th.
 - Police – Police Chief - Phone interviews conducted, short listed candidates to be invited to Assessment Center and full interview process to be conducted May 20th & 21st.
- Terminations/Resignations/Retirements
 - Public Works – Maintenance Worker II, Streets - termination effective 04-12-10
 - Fire - D.E./EMT – retirement effective 04-30-10
 - Support Services – PT Courier – resignation effective 04-30-10
 - Finance – Meter Reader – resignation effective 5/31/10

Employee/City Benefits Program Update

- Representative from ICMA-RC met with employees and provided investment information/guidance pertaining to voluntary deferred compensation accounts.
- Representative from Pre-paid Legal met with employees regarding legal services and identify theft services.
- Staff met with Florida Health Care to discuss designing wellness initiatives for rollout later in the year.

City Events/Employee Relations Update

- American Heart Association's 5 K Heartwalk will be on September 30th at the Bandshell in Daytona. Upcoming events are a Sloppy Joe Lunch for employees on May 6th at four locations, Friendship Day flower fundraiser (May 21) and a Poker Run (date TBD in June). Recycle bins are located in city offices for aluminum cans to benefit the Heartwalk team.

HR Process/Systems Issues/Improvements

- City's website has been upgraded. Risk Management page(s) will be added later.
- Evaluating feasibility of automating employment application process.

Risk Management

- Updated to Resolution 98-132 revising the Insurance Requirements for purchases; preparing for presentation to Claims Committee for review and comment.
- Responded to a public records request for reports of injuries at the Sports Complex. City Attorney's office coordinated all responses.
 - Projects
 - Distributed proposed changes in level of insurance coverage for insured facilities to members of the Program Committee via the City Attorney's Office. Distribution planned for next Claims Committee meeting.
 - Assisting Airport Manager and Deputy City Clerk with contacting all occupants at the airport business park who have agreements with the city to ensure that the business has current/in-force and correct certificates of insurance.
 - Received information from 9 airport managers in Florida regarding insurance requirements for FBO and fuel farms. Requested Airport Manager use membership directory for all Florida airports to assist in collecting data and compiling results. Report forthcoming.
 - Working on writing the RFP for WC Third Party Administration claim services.

Information Technology (IT)

- Work Plan Projects
 - Hardened Data Center
 - Moved in and resolving minor issues.
 - Server Virtualization – Implementation planning: modeling current environment
 - Document Imaging – City Clerk project – Preparation for RFP
 - iSeries system (HTE Sungard Naviline) – None
 - Windows Servers: – None
 - Networking System: – Internet issues with Brighthouse – 5 min downtime
 - Work Orders: – 79 New work – 79 completed – 49 in progress
- Virus Protection – Email
 - E-mail spam and virus prevention via MX-Logic service.
 - For the week:

Total inbound E-Mails	60,282	Net Inbound E-Mails	50,126
Inbound Bad E-Mail	9,792	Percentage bad mail	16.8%
Virus Messages Blocked	364		

Notable Events: Internet connectivity issues. No easy answer. Working with vendors to resolve.

Geographical Information Systems (GIS)

- Addressing Additions: 1 Changes: 0 Corrections: 1
- Map/Information Requests: 19
- Information Requests from External Organizations: 2
- CIP Related Projects (pavement management, project tracking map): 2
- Notable Events: Discovered annexed parcel from 1985 that had not been mapped inside city limits since at least 1994.

Leisure Services

- Administrative Services
 - Director update meetings with Recreation Manager & Facilities Maintenance Supervisor were held
 - Review of continuing contract proposals were finalized
 - Public Works Staff Meeting
 - City Manager's Staff Meeting
 - Supervisory Staff Meeting
 - Evaluation team meetings for continuing contract proposals were held
 - Weekly park visits and reviews
 - Farmers Market
 - Meeting with Hall Construction at the Casements
 - Preparation for Bailey Riverbridge clean up on May 8th
 - Preparation for Art in the Park this weekend
- Athletics
 - The OBYBSA Competitive Teams, the Lady Renegades and the Golden Spikes, continued practicing this week at the Quad, Nova Fields and the Kiwanis Field.
 - SHS Baseball hosted the first game of the District Championships this week on Monday night at 7:00 p.m. at the Wendelstedt 1 Field.
 - CCA Softball hosted their first game of the District Championships this week on Tuesday night at 7:00 p.m. at the Softball Quad on Field 1.

- The Ormond Beach Youth Baseball/Softball Association continued this week with games Monday through Friday at both the Nova and Sports Complex Fields.
- The City's Youth Coed Volleyball Program continued its first ever "Game League" this week, with growing enthusiasm, as they meld into teams. Competition, energy, focus, vocalization and team work has been brought out with this new set-up.
- The Ormond Beach Soccer Club's Recreational and Competitive Programs continued their weekly practices with games this weekend at the Sports Complex.
- The City's Adult Coed Softball Program continued their second half of the season this week, Monday through Thursday at 6:20, 7:30 and 8:40 p.m. The eleven teams (one joining at the halfway point) were split into two divisions, based on their ability and first half records. We now have six "A" Teams and five "B" Teams. With the split, the games are much closer and more enjoyable.
- The City has started a new Adult Soccer Program, which is playing on Tuesday nights at 8:00 p.m. after the recreational practices. Play is on Fields 4 and 5. There are currently four teams of 15 players competing.
- Luis Camacho is once again renting the soccer fields for his Sunday 11 v 11 Adult league. They play each Sunday at 10:00 a.m.
- Upcoming Activities: City's Men's Adult Baseball League, NSA Adult Softball Tournament, USSSA Lacrosse Tournament.
- Athletic Field Maintenance
 - Mowed baseball fields 1-4 twice a week
 - Mowed common areas
 - Mowed South Ormond outfield; cleaned tennis and basketball courts
 - Went to Osceola Elementary to prep softball fields; cleaned tennis, basketball, and handball courts
 - Nova Park: mowed infields and outfields; cleaned skateboard park, tennis and handball courts
 - Mowed softball fields 1-4 and coed fields
 - Picked-up and dropped off equipment to Fleet on daily basis
 - Made fuel runs for equipment
 - Cleaned restroom, offices and lunch area of Maintenance Building
 - Mowed soccer fields 1-10 twice a week
 - Mowed the right-of-way along Harmony Road that leads to the entrance of the Airport Complex
 - Painted foul lines on softball fields
 - Painted foul lines and prepared baseball fields daily for high school and competitive teams practice and games
 - Repainted soccer fields for recreational and competitive leagues
 - Cleaned up after daily use of the soccer fields
 - Prepped softball fields 1-4 for youth rec. leagues, Lady Renegades, CCA, Seabreeze and Father Lopez practice
 - Prepped fields 1-5 at Nova Park for practices and weekend games
 - Prepped and marked softball field 7 for spring coed softball league
 - Placed trash receptacles and player benches on soccer fields
 - Prepped T-Ball fields 1-3 and rotary field 4
 - Repainted the six small soccer fields at SONC on the softball field
 - Worked the weekend taking care of baseball and softball tournaments at both the Airport and Nova complexes
- Senior Center
 - Staff hosted normal evening programming including, Kinetic Expressions Dance Academy, Granada Squares Dance, Billiards, Tomoka Duplicate Bridge, Chinmaya Church and the Daytona Community Church.

- Performing Arts Center
 - On Friday, April 23rd the Performing Arts Center hosted Roger Garrett as Elvis, the Legend lives on
 - The Florida US Pageant was once again held in the Performing Arts Center on Sunday, April 25th
 - The Obedience Club of Daytona Beach presented a free “Dog Dance” performance on the stage at the Performing Arts Center on the evening of Wednesday, April 28th
 - Staff made preparations for the upcoming Menopause The Musical which will take place Friday through Sunday this weekend
 - The Performing Arts Center hosted the following classes throughout the week as part of its regular operations.
 - Monday – Hawaiian Dance, Show Club Open Dance, Kopy Kats Open Dance, Children’s Musical Theatre, KEDA
 - Tuesday – Theatre Workshop, Theatre Workshop Dance, Seaside Singers, Webb Tap & Jazz, Rising Starz Spirit League, Simmons Ballet, Judo
 - Wednesday – Show Club Skits, Upbeats Choral, Devito Dance, Kopy Kats Skits, Children’s Musical Theatre, KEDA
 - Thursday – Devito Dance, Tavega Ballet, Kopy Kats, Rising Starz, KEDA
 - Friday – Greene Dance, Children’s Musical Theatre
 - The Performing Arts Center is preparing to host the following events:

April 30 th	•	Menopause The Musical \$39.50/\$49.50 - 7:30 pm
May 1 st	•	Menopause The Musical \$39.50/\$49.50 - 2:00 pm
May 1 st	•	Menopause The Musical \$39.50/\$49.50 - 7:30 pm
May 2 nd	•	Menopause The Musical \$39.50/\$49.50 - 2:30 pm
- South Ormond Neighborhood Center
 - United Hands meeting took place on Monday at 6:00 p.m.
 - Jazzercise classes were held Monday and Wednesday from 5:30 p.m. -6:30 p.m.
 - Youth basketball practice takes place Monday through Thursday from 5:30 p.m. – 7:30 p.m.
 - YMCA youth soccer practices and games take place Monday through Thursday and Saturday.
 - US Census worker training takes place this week Tuesday through Friday from 8:30 until 5:00 p.m.
 - Boys’ youth basketball tournament will be held this weekend.
 - The splash pad is open from 10:30 a.m. until dusk.
- Community Events
 - Art in the Park: distribution of flyers throughout the City is complete, gathered items and banners signs for event, set up began Thursday, April 29th, vendor set up took place 10:00 a.m. – 7:00 p.m. Friday, April 30th.
 - Coordinator attended a Memorial Remembrance Committee meeting at the Casements
 - Independence Day Celebration: contacted food vendors, preparing letters and labels for sponsorship, food vendors and entertainment, ordered banners for sponsors
- Gymnastics
 - Our Level 7 student, Emily Bauer, placed 5th overall in the State Competition in Lakeland last weekend. Now she will be getting ready for the National meet which takes place in June for her chance to earn a spot in the Junior Olympics.
 - The Gymnastics Center is planning for a Cheer and Dance Clinic in June in conjunction with Pro Dance and Cheer. The idea of the clinic will be for children to have fun while learning more about dancing and cheering and how to work together.

- The Boy's Class has really grown. We now have approximately 15 boys in the program, and some of them have expressed an interest in the chance to become competitive.
- Nova Community Center and Special Populations
 - Nova conducted regular adult classes in jazzercise, "take off the pounds sensibly" (TOPS) and Yoga.
 - The Activity Class and Miss Debby's Dance continued their classes for the spring season.
 - Special Populations Jazzercise met on Thursday afternoon for their second class of the spring season.
 - FitGyms conducted their personal training, tennis lessons and FitMoms.
 - Girl Scouts Troop 195 met in the small classroom on Wednesday evening.
 - Athletics met in the gym for Youth Volleyball on Monday and Thursday.
 - Cash reports were completed and submitted each day for rentals and open play passes that were purchased.
 - Open play took place various times during the week for those who participated in basketball, the game room and the exercise room.
 - Challenger Baseball, for people with special needs, met on Tuesday at the Ormond Beach Sports Complex for the last practice. Buttleman's Sport Center donated awards and T-shirts for the campers which they were very happy to receive.
 - Planning for Camp T. Rec included compiling the counselor manuals, continued development of planning spreadsheets, reviewing applications for counselors, interviewing possible summer counselors and developing camper information spreadsheets.
 - Planning for Nova Summer Connection Day Camp included continued development of counselor manuals, reviewing the applicant list for counselors, interviewing counselors and organizing supplies and equipment.
 - Nova Park clean-up was on Saturday. Volunteers assisted City of Ormond Beach staff in mulching the Magic Forest Playground and cleaning the park of litter and debris.
- The Casements
 - Tours continued this week from 10:00 a.m. to 4:00 p.m. daily.
 - Foxfire exhibit entitled "Fiddlestix" will remain open to the public throughout the month of April.
 - Members from Daytona Beach Historic Trust visited The Casements for a special tour and to learn about our programs and offerings. They have just purchased "Lillian Place" in Daytona Beach and were eager to get ideas from us to help them plan the home's future.
 - Yoga classes were held on Tuesday morning and Thursday evening this week.
 - Tai Chi Classes continued this week on Wednesday evening.
 - Zumba Classes continued this week with a Wednesday morning class at 10:00 a.m. to 11:00 a.m. and continuing on Thursday afternoons from 4:00 p.m. to 5:00 p.m.
 - The Citizens for Ormond Beach met on Tuesday evening with Joe Mannarino from Economic Development to discuss plans for Ormond Crossings.
 - The Children's Art Workshop continued this week on Thursday afternoons from 4:00 p.m. to 5:30 p.m. with instructor, Sharon Friedman.
 - The Casements Guild Crafters met this Thursday from 12:30 p.m. to 3:00 p.m.
 - The Casements Staff helped with pre-set up for the Art in the Park event scheduled for Saturday and Sunday.
 - Guild members are scheduled to open the home during Art in the Park to provide tours and a chance to stop in their gift shop during the annual event.
 - Camera Club met for their monthly meeting at Bailey Riverbridge this Thursday evening from 7:00 p.m. to 9:00 p.m.

- Casements Staff assisted Community Events this weekend with the annual Art in the Park.
- Facilities Maintenance
 - Removed graffiti at Osceola Elementary School
 - Repaired sign lights at the Ormond Beach Municipal Airport
 - Repaired eleven decorative streetlights at various City locations
 - Replaced dimmer for lighting in gallery at the Casements
 - Repaired ice machines at Public Works
 - Repaired the A/C system at the SONC
 - Continuing A/C services Citywide
 - Repaired leak in discharge line at the PAC fountain
 - Replaced damaged DOT light on Nova Road
- Parks and Irrigation
 - Installed system at Airport Industrial Park
 - Replaced broken rotor on West Granada median #8
 - Repaired mainline at Ormond Middle School
 - Replaced damaged spray head on South US 1 median
 - Reset timers on Nova and US 1
 - Repaired broken zone line at SONC
 - Replaced one broken rotor on West Granada Boulevard #7 (car accident)
 - Installed new bubbler on oak tree on West Granada
 - Checked planters under the bridge
 - Installed two new I-25 ball field rotors at SONC and repaired one line break
 - Repaired loose deck boards at Bailey Riverbridge Gardens
 - Put out fire ant bait at workout stations at Central Park III
 - Repaired broken water line in wall at Airport Sports softball quad
 - Repaired loose deck boards on dock at Sanchez Park
 - Replaced sheetrock walls with plywood and FRP in the men's restroom at the Airport Sports softball quad

Police Department

- Administrative Services
 - Attended Crime Stoppers Awards Banquet – OBPD nominee Det. Tom Elkins recognized for his service to OBPD and citizens.
 - Attended St. James DARE graduation ceremony
 - Met with representative of LAW Publications
 - Attended weekly Department head staff meeting
- Community Outreach
 - 25 youths participated in the READ program held at Ormond Beach Elementary. The children created story chains to develop the plot for their story.
 - 17 youths in the SOP program completed the investigation of a crime scene scenario for the program and began a new scenario.
 - 12 youths in the PAL Basketball program are practicing for the Battle at the Beach tournament April 30 – May 2.
 - Preparations for the Annual Summer Program partnership are underway.
- Community Services & Animal Control
 - Animal calls responded to - 71
 - Animal Reports - 6
 - Animal Bite - 1
 - Solicitor Permit - 1

- Kittens adopted from OBAS - 2
- The CSO Dept tasked with completing daily mail runs to City Hall

- Criminal Investigations
 - Cases Assigned: 28
 - Cases Cleared by Arrest/Complaint Affidavit: 10
 - Cases Exceptionally Cleared: 9
 - Inactive: 9
 - Fraud: 6
 - Burglary Business: 2
 - Burglary Residential: 1
 - Larceny Car break: 9
 - Grand Theft: 5
 - Auto Theft: 1
 - Sex Offense/Rape: 1
 - Robbery: 3

Comments: Patrol arrested one juvenile and filed an affidavit on an adult for a carbreak in Ormond Green. The 2 subjects are currently suspects in at least 3 other carbreaks in the area.

Patrol received a tip regarding stolen scrap metal from 115 Business Center Dr. Detective Jordan has been able to recover pictures of the metal from the scrap yards. The victim has identified the metal as his stolen property. Detective Jordan is continuing to investigate. Warrants to be obtained on suspects (2).

Crime Trends: Carbreak reporting's scattered throughout the city. There have been several cases of entry, to include smash and grab type offenses, however, majority of vehicles have been left unlocked by owners.

Drug Unit: The unit has done three search warrants, three buy walks and two buy walk attempts over the past week.

- Records
 - Walk Ins / Windows - 191
 - Phone Calls - 304
 - Arrest / NTA'S - 11
 - Citations Issued - 182
 - Citations Entered - 181
 - Reports Generated - 130
 - Reports Processed - 141
 - Mail / Faxes / Records Request - 126

- Operations
 - 04/21/10 Car Break – 134 Golfview Lane – GPS taken
 - 04/22/10 Burglary – Conveyance – 89 Royal Palm Avenue
 - 04/22/10 Burglary – Residence – 137 Jamestown Dr – no forced entry – bracelet and ring missing from kitchen table – no suspects
 - 04/22/10 Burglary – Conveyance – 94 Tomoka Ridge Way – no forced entry – unlocked vehicle – wallet and cell phone stolen
 - 04/23/10 Anonymous tip of possible future burglary at Kirby Rental – 115 Business Center Dr – suspect and vehicle information provided

- 04/23/10 Strongarm robbery – South Ormond Neighborhood Center – 4 B/M's in black hoodies jumped victim – took cell phone & wallet – suspects fled on foot. Victim waited approximately 15 min before notifying PD. Victim's property, excluding cash, was returned to him the following day. Victim is refusing to cooperate with investigation at this point.
- 04/23/10 Lewd & Lascivious act committed on a juvenile – victim was able to identify the suspect from a photo-lineup. Investigation is continuing/charges pending.
- 04/24/10 Burglary – Business – Sam's Deli – 323 S Yonge Street – 3-4 suspects pried open the rear door, stole cigarettes & phone cards.
- 04/24/10 Bomb threat – Servello landscaping worker discovered what looked like a pipe bomb in the center median of 1100 Blk of W SR 40 – Object was wrapped in duct tape and had an antenna protruding from top with wiring attached – VCSO bomb squad responded, area cleared, FD notified and staged – object removed by robot to blast container and removed for detonation and disposal – AC & PIO notified.
- 04/25/10 Storage locks cut – 1 Coolidge Ave – Able to contact one renter – claims nothing missing – investigation continuing.
- 04/25/10 Several carbreaks – Ormond Green – weapon & keys taken and sunglasses found in vehicle – several shots fired in the general area the previous night – shell casings located behind residence not far from reported carbreaks – 2 male subjects were contacted at this residence - missing keys were located on table next to bed - owner of sunglasses was different friend – one male arrested for car break – affidavit on the other – none of stolen property located (except casings) – another car break reported and I-Pod (matching description of the one found in suspect's pocket) was reported missing and then a power cord for an I-Pod was located in another part of home where males were staying – on call CID notified.
- 04/26/10 Carbreak – 115 Business Center Circle – locks cut to utility trailer & metal removed
- 04/26/10 Vandalism – Fir Street – Vehicle gas tank tampered with.
- 04/26/10 Assault and Battery – Central Park Fleming – female attacked exiting her vehicle at the park – her clothes were ripped and she fled area before anything else occurred.
- 04/27/10 Strongarm Robbery – 52 N Yonge – Advanced Auto Parts – employee struck on head at dumpster after closing – robbed of \$200 cash – did not see anyone but believes he heard three voices – one female and two male. K9 and Air-1 search negative in locating suspects.
- 04/27/10 Crash w/injuries – 170 N Yonge St – Northbound vehicle struck pedestrian crossing road – victim was transported to Halifax Hospital with non-life threatening injuries.
- 04/27/10 Crash – North Nova Road at Tomoka Oaks – Northbound car crossed into southbound lanes – struck and destroyed large green streetlight pole and then crashed into an oak tree – driver transported to Florida Hospital – investigation ongoing.
- 04/27/10 Trespass – 120 Fiesta – subject trespassed from property but returned later and battered his girlfriend and then fled area – subject located at Dairy Queen in the Trails Shopping Plaza and arrested.
- 04/28/10 Burglary – 57 Kent Drive – kitchen window broken – male subject wearing a dark colored hooded jacket observed in yard by neighbors – gas can stolen.
- Traffic Unit
 - 4/27/10 - Crash w/injury - 200 blk S Ridgewood Av – Go-Ped - adult W/M driver suffered minor cuts on head and face. Blood sample taken for possible DUI charges.
 - Parking Citations - 4
 - Crash investigation - no injury - 13
 - Crash investigations - with injury - 2
 - Crash investigation - fatality - 0
 - Selected Traffic Enforcement Patrol (S.T.E.P.) Locations
 - Clyde Morris Blvd.
 - N. Ridgewood Av
 - N. Beach St

- SR A1A
- School Zones
- Division Av

- Neighborhood Improvement
 - Weekly inspection statistics by Commissioner Zones
 - Zone 1: 15 Cases Initiated
 - Zone 2: 6 Cases initiated
 - Zone 3: 4 Cases initiated
 - Zone 4: 8 Cases initiated
 - 12 tree removal permit requests
 - Administrative staff assisted with two (2) lobby call and seventy-five (75) telephonic inquiries.

Public Works

- **Engineering**
 - US1 Forcemain Extension Phase II- Received FDOT watermain bridge attachment permit.
 - Airport Rd JPA-Shoulders/ Stormdrain improvements/ Sunshine Lane Turn Lane & Utility Offsets- Project is complete with exception of receipt of As-Builts.
 - Downtown Improvements – The installation of the new furnishings will begin next week, in the Downtown.
 - Ormond Shores Stormdrain Replacement- Purchase order for work is in progress.
 - Rima Ridge Wells 54, 55 & 56- Contracts have been submitted to Saboungi Construction.
 - South Ormond Rec. Lighting- Sent approved submittals to Contractor and Notice to Proceed.
 - Granada Beach Approach- The contractor completed installing the stamped concrete parking area. Next, they plan to clean and seal all concrete installed to date. The retaining wall was washed and painted with a primer coat.
 - Ormond Parkway Park – The contractor installed the landscaping plantings, mulch and most of the sod this week. The contractor needs finish up sodding, installing stone and concrete wheel stops in the parking area and complete a minor punch list before the project is complete.
 - SR40 Sidewalk/Trail Phase I - Responded to FDOT request for new plans for changes
 - SR40 Sidewalk/Trail Phase II - Redesigned right turn lane with new quantities and sent to FDOT. Processed a revised supplemental
 - Cassen Park Boat Ramp Extensions – Poured concrete on Monday Ramps opened on Tuesday Morning.
 - Division Avenue Stormdrain Pipe Joint Repair– Joint repairs will begin next Tuesday and will require Washington St closure for one block starting at Division Ave (M-F, 7AM to 5PM). Work will be for approximately three weeks.

- **Design Projects:**
 - WTP Distribution System, Ph II- Project has been advertised for bids.
 - Alcazar-Buena Vista Drainage Area Improvements- Maps were created showing proposed improvements. Proposed catch basins will be staked with a staging lathe to monitor flooding at location.
 - Airport Rd Forcemain / Reuse Extension- Reviewed 90% plan set. RAI received from the County review.
 - Ormond Beach Sports Complex Boundless Playground- Staff is working a final design to be reviewed by the parent group and Leisure Services Advisory Board.
 - SR40 Sidewalk/Trail Phase III- Received Army Corp permit and sent to FDOT.

- LED Lighting Conversion- Staff determined that the 70W LED fixture is the appropriate replacement choice for the existing 175W Metal Halide fixtures.
 - Granada Bridge Decorative Pole Replacement – The project consultant is preparing engineered plans for FDOT permit review. Staff received the latest bridge report from the FDOT for the Structural Engineer.
 - Vining Court- The consultant is finalizing the plans and specifications for competitive bidding.
 - Sunshine Blvd.- Staff is soliciting quotations for the replacement of two monument signs and the addition of directory address map.
 - US1 & SR40- Prepared LFA agreement for City Commission and agenda item.
 - South Ormond Recreation Center Improvements- Received final proposal from Hall Construction.
 - Tymber Creek Widening, Phase I- The letting of this project has been pushed out due to permitting issues associated with aspects of the County's part of the project.
 - Rima Ridge SR40 Entrance- Received permit to construct from FDOT.
 - Tymber Creek Widening, Phase II- County is experiencing permitting delays for the road widening and may not go to construction this fiscal year for Phase 1.
 - Stormwater Study – City commission was presented the study and its recommendations. City Commission was in favor of recommendations. Staff will proceed with implementing the projects and/or scheduling them in the 5 year CIP.
 - Wastewater Treatment Plant Expansion and Rehabilitation – Project is in the bid phase. Due to several contractors indicating that other WWTP projects bid the week before our project they requested we move our project bid opening out 2 weeks. This was determined to be in the City's best interest and the new bid opening date will be April 29th.
 - John Anderson Drive – Coordinating scope of project and costs with the consultant.
 - EVRWA Nova Canal Flood Control Study– Coordinated scope modifications to expand the number of outfalls and improve conveyance channels. Commission has been informed of this modification. Results of the updated study are expected in May.
 - Hand Ave. Collector Road Upgrade- The consultant submitted the RAI to SJRWMD.
 - Hull Road Turn Lane – Resubmitted plans and specs to MPO for submittals to FDOT
- Capital Improvement:
 - Locate and print plans for the Sanchez Park Boat Ramp from archives.
 - Created working plan sets for the proposed drainage on Buena Vista and Alcazar streets.
 - SR 40 Interconnect- Plot drawing, add utilities to plan.
- Administration:
 - Processed project invoices/pay requests totaling \$24,328
 - Prepared a requisition/PO totaling \$17,775
 - Received qualification submittals and are reviewing them for renewal of all continuing contracts for professional, architectural, and engineering services.
- Meetings:
 - 36 Rosewood Ave meeting with neighbors concerned about the possible flooding caused by the new construction.
 - Meeting with citizen regarding the homeowner obligations for the Whispering Oaks Sub entrance
 - Attended meeting by CDM which addressed proposed Statewide Stormwater regulations and presented planning actions and discussions.
 - Riviera Park – seawall assessment

- **Customer Service:**
 - Researched and provided utility information for the old Sonny's site in Holly Hill for contractor
 - Provided information on the Whispering Oaks Sub Maintenance Easement to resident
- **Other:**
 - Reviewed and created 471 Oceanshore Blvd. Dune walk over permit
 - Reviewed and created 1525 Oak Forest dock modification permit
 - Tree locates at the Ocean Village Villas
 - Located and provided CDBG utility improvement maps
 - Reviewed proposals for Continuing Contracts
 - Reviewed 138 Granada Blvd new 6" sewer and 1 1/2 " connection
 - Processed permit for Fire line to 1445 US 1
 - Create Water / Waste Water Poster for Earth Day.
 - Ground Water Monitoring Measurements for Nova Landfill

- **Street Maintenance**
Asphalt / Concrete

- Form up to replace concrete & replace concrete in driveway (removed by Wastewater) at 17 Highland Falls (The Falls)
- Form up for concrete pour of 27' x 9' pad & 10' x 15' spillway at Ormond Beach Airport
- Replaced concrete sidewalk removed by Wastewater on Fiesta Heights Drive
- Repaired sidewalk that was a trip hazard at Lakebluff & Camp McCrea (Ormond Lakes)
- Replaced concrete sidewalk removed by Water Department across from 223 Milsap
- Patched road with asphalt on SR40 at S. Beach St. (Eastbound)
- Asphalt Stormwater spillway at 136 Riverbluff
- Asphalt Water Department utility cut on Orchard Lane
- Patch pot hole on Shadow Lakes at Lakebridge

- **Tree Crew**

- Trimming at City yards and City Hall (including Corbin St. parking lot at school).
- Trimming around benches at various locations
- Remove stumps citywide
- Trimming citywide
- Trimming & removal at Fleming & Center, Fire Station #91 and Moreland & Forest Hills
- Flagging at South Ormond Recreation Center

- **Maintenance Crew**

- Rotated Special Event Bridge signs
- Debris cleanup on Granada Bridge and Memorial Gardens
- Graded roads at all City parks, Airport Sports Complex, and Old Tomoka Rd.
- Graded boat ramps at Fortunato Park, Central Parks II, III & IV and Division Avenue
- Maintenance of various vehicles
- Remove hazardous waste materials from Public Works Yard
- DOT spraying and weed control on SR40 E/O Orchard and A1A plus under the bridge
- Assisted Sign Shop, when needed
- Fill hole with limerock at Tymber Creek & SR40
- Repair sidewalk obstruction on SR40 E/O US1 at gas station under repair

- **Sign Shop**

- Riviera Park – fabricated & installed new Riviera Park sign

- Fabricated a sign “Restrooms are Closed for Renovations”, requested by Steve Stershic
- Set up road work & flagger signs on Division Ave. & “Road Closed” signs on S. Washington between Fairview Ave. & Division, set up & remove daily 4-27-10 to 4-30-10, 7:30 a.m. – 3:00 p.m.
- Repair signs at the following locations:
 - Oakwood Pk. (blue) & Lakebridge Dr., replaced street names & the stop sign that had graffiti on it
 - Glen Arbor Pk. (blue) & Lakebridge Dr., replaced the street names
 - N. Old Kings Rd. & Sterthaus Ave., replaced all 4-way signs & straightened (4) stop sign posts
 - Forest Hills Blvd. & Vanderbilt, replaced the post & street names that were hit by a vehicle
 - Andalusia Ave. & Division Ave., replaced a stop sign post hit by a vehicle
 - Tomoka Oaks Blvd. & N. Nova Rd., replaced a post and a “Do Not Enter” sign that was hit by a vehicle

- **Stormwater Maintenance**
Maintenance Crew

- Locates citywide
- Carp Barrier – cleaned and inspected
- Cleaned and chemically treated The Casements pond
- Slope Mower – SR40 – West
- Reachout Mower – SR40 – West
- Tractor Finish Mower – SR40 – West
- Vacon – Line Cleaning – 1,948 linear feet cleaned
- Basin Repair – 136 Riverbluff
- Put away Earth Day (set-up equipment)
- Laurel Oaks Ditch – removed aquatic plants and debris

- **Streetsweeper - Street Sweeping**

- 93.3 miles of road cleaned
- 81.0 cubic yards of debris removed

- **Fleet Services**

Pm Services completed for the week:

Emergency—Vehicles and Equipment

14

Non-Emergency Vehicles and Equipment

15

Road Calls for the week:

3

Accidents for the week:

0

Fuel on hand (central fueling station at fleet operations):

Diesel

5940 gals.

Gas

10852 gals.

Comments:

Fleet operating activities are normal.

The annual aerial testing has been completed for the 2009-10 fiscal year. This includes all aerial vehicles and equipment from fire and public works.

- **Utilities**

- Preparing responses to request for additional information correspondence received from the SJRWMD review of the City's Consumptive Use Permit (CUP) Compliance Report submittal. Forwarded information concerning service area designations to planning department requesting mapping and agreement assistance with the information request. Received approval for extension of time from the District for preparation of response items to the Request for Information.
- Cross Connection Control (CCC) Program Management Services with Hydro Designs, Inc. (HDI): Received amended draft CCC Plan and Ordinance for review by staff. Draft CCC Plan at VCHD for review.
- Alcazar Buena Vista Drainage Project – A meeting to discuss the additional design and permitting for water system improvements within the project area was held on 4/15/10.
- Fire Hydrant Replacement Program – Project documents were revised to modify bid docs for hydrants to be replaced on the peninsula. Investigating the flow differences between Melrose Avenue and Sanchez Avenue on N. Beach Street.
- Open Top Roll-Off Style Container Filter – Prepared bid documents for review and comments. Researched options for these types of containers. A dewatering box seems feasible and may result in a lower cost. Prepared an alternative specification for a dewatering box. A vacuum type filter can produce a drier waste in the event that the box may be needed for sludge disposal. This type of box is preferred by the Collection/Reuse Supervisor.
- Ormond Beach Wastewater Treatment Plant Rehabilitation Project – The project is essentially complete with the exception of a couple of outstanding equipment and programming items with the master pump station. Staff to prepare Change Order #2 upon receipt of additional contract time request and justification from Contractor. The proposal will be modified to be actual cost with an estimate for 180 days of time. The lead pump variable frequency drive (VFD) will fault during an instantaneous power glitch but does not adversely affect station operation since the lag pump will automatically be switched to the lead pump role. The VFD manufacturer was contacted to determine if a time delay can be adjusted so the fault signal will not be transmitted during these short duration power glitches. The pump impeller attachment bolt and washer configuration is being modified by the pump manufacturer to eliminate locations that currently accumulates rags within the unit. The modified bolt and washer is scheduled for delivery and installation in upcoming weeks.
- Procurement of Continuing Engineering Services Contracts – Reviewed consultant proposals for Water & Wastewater Treatment, Water and Wastewater Distribution and Collection System, Environmental, Geotechnical and Hydrogeological professional services. Attended the meeting to rank the engineering firms for continuing contracts.
- Gravity Sewer Pipeline Repair – Began preparing specifications for repairs.
- Water Treatment Plant High Service Pump Station VFD Conversion - The total amount of changes requested to date is \$26,898.60. A change order is being prepared. A final pay request was received for review.
- Lift Station Repair and Replacement Project: Minor electrical items need to be completed before the project is substantially complete. Prepared Change Order #1 to include extra work performed to date and for the Ormond Mall Lift Station relocation. The Ormond Mall's representative was contacted and a plan sent to him showing the additional easements requested for the electrical service and the reoriented pump station location. The mall representative responded to the request for an additional easement, he wants to be compensated. The change order request will be postponed until the next agenda. The scheduled lift station start up was conducted at 6M. Communication problems between the VFDs and the pumps prevented the lag pumps from starting. One pump was noisy

- and the manufacturer indicated that the wet well should be checked to make sure no debris was flushed into the system when the sewer mains were unplugged. The start up for lift station 6M will need to be rescheduled. City staff pumped out the wetwell and cleaned influent chamber debris resulting from long term by-pass. The noisy pump was repaired by the manufacturer and has been re-installed. The contractor was contacted to make sure the surcharged sewers are pumped down prior to scheduling the new facility start up.
- State Road 5 at State Road 40 (US1 & Granada) – A preconstruction meeting is scheduled on 4/30/10.
 - Wastewater Treatment Plant Expansion: A design kick off meeting was held to initiate the project to evaluate the instrumentation needs at the plant in order to optimize the value of the specified equipment and ensure compatibility with the existing plant SCADA system. A letter was received from McKim and Creed that identifies some potential SCADA and instrumentation enhancements that can be performed during the construction of the second phase.
 - Water Plant Forced Draft Aerator Rehabilitation – A work authorization was prepared for a preliminary design report to be prepared by McKim and Creed to determine most effective approach for rehabilitation or replacement of the aerator structure prior to eventual design activities.
 - Standish Water Storage Tank Rehabilitation – Prepared a revised sole source memo for review.
 - SPRC- Access routes to Well 36R through Huntington Woods are being evaluated. The slab elevation of Well 35R needs to be determined to develop a grading plan on the lot. The existing easement for the wells doesn't appear that it will be adversely affected by the proposed improvements. Discussed the Huntington Woods lift station. Plans showing the proposed changes for easement accessibility were received for review.
 - Capital Improvement Project budgetary planning and development underway for FY 2010-2011.
- Water Distribution
 - Repaired or replaced 13 residential meters, replaced 8 water services, replaced 4 meter boxes
 - Repaired 4 service leaks, responded to 4 low pressure complaint, and 7 cloudy water complaint
 - Installed 26 new water services in Deer Creek subdivision
 - Tested 2, repaired 1 city owned backflow preventers
 - Tested 6" and 8" Hunters Ridge Irrigation pumping facility, 4" Florida hospital cancer center, 4" Pathways elementary school, 3" US foods water meters for accuracy, and rebuilt 3 large meter tops for future repairs
 - Painted and inspected 52 Ormond-by-the-Sea fire hydrants, performed repairs on 7 city owned fire hydrants
 - Flushed Milsap Dr, The Trails subdivision, Tomoka Oaks Subdivision
 - Performed valve maintenance on Twelve Oaks Trail
 - Completed locates while locate tech was on bereavement leave
 - Performed maintenance on auto-flusher at 1740 Ridge Ave
 - Repaired a 2" main break on Andrews St
 - All vehicles were cleaned and re-stocked.
 - Water Treatment
 - Delivered 36.244 million gallons for week ending April 25. (5.178 MGD)
 - Backwashed 13 filters for a total of 635,000 gallons backwash water.
 - Produced and hauled 81 wet tons of dewatered sludge.
 - Continue WQ flushing as follows: Mainland (river to RR) on Tue and Wed. nights, Beachside on Fri. and Sat. nights

- Chief Operator and Lead Operator attended Allen Bradley PLC training on April 21.
- Waste Water Collection - Reuse
 - Crews Responded to two trouble calls Breakaway/Hunters Ridge area and two in town.
 - West Crew repaired 4 irrigation service lines and one sewer service in Breakaway/Hunters Ridge west area.
 - East crew checked on all trouble spots in town, repaired 4" sewer service at 17 Highland Falls and flushed our reuse system out on beach side.
 - Assist lift maintenance crew cleaning out lift station with vactor.
 - Televised eleven sewer laterals,
 - Crew starting to clean up wastewater plant backyard for plant expansion.
 - Cleaned buildings and fueled all equipment for weekend.
- Waste Water Treatment
 - Domestic and Industrial Wastewater flow was 27.05 Million Gallons
 - Produced 20.69 Million Gallons of Reuse
 - Produced 6.36 Million Gallons of Surface Water Discharge
 - Influent flows average for the week is 3.86 MGD, plant designed for 6 MGD
 - Hauled tons of sludge 134.70 (14%-18% Solids).
 - Centrifuge performance testing and optimization is being scheduled.
 - Influent pumps in the Influent Pumping Station are having ragging issues that are being addressed by the manufacturer and engineering company.
 - Operations support provided for contractor activities at plant site associated with Phase 1 WWTP Rehabilitation Project.
- Utilities Maintenance Division
Water Plant - Well Fields - Booster Stations
 - Installed vent at well21SR
 - Unhooked electric on South generator block heaters for Fleet Maintenance to change out. Generator is still functional.
 - Continued Rehab of Building at Standish Booster Station.
 - Rebuilt Sodium Hydroxide pump and placed on shelf for Spare.
 - Assisted operations with cleaning of Lime Injection point on Claricone #2.
 - Installed new AUMA valve actuator motors on 2 valves. Also received spare rebuilt valve for inventory.
 - Installed rebuilt High Service Pump #1 motor.
 - Installed filter on ice machine.
 - Ran LPRO and Lime softening back up generators, tested ok inspected system after run and submitted findings to Fleet Maintenance.
 - Performed PM's to Rima, Division, Hudson and SR 40 Wellfields.
 - Performed PM's to LPRO and Lime softening plant equipment.
 - Performed Booster Station PM's.
 - Cleaned shop and put away spare parts.
 - Performed Reuse pump station PM's.
Wastewater Plant – Lift Stations – Reuse System
 - Pulled check valve #1 at BAT reuse pump, found flapper worn beyond rebuild. Ordered new valve.
 - Checked Splitter box gate for operations.
 - Installed irrigation controller at 3P liftstation.
 - Replaced Phase monitor at 4M liftstation.
 - Cleaned probe at McDonalds liftstation.
 - Replaced mixer assembly at post anoxic.
 - Deragg Carrousel splitter box.

- Repaired grease line to drop bearing Carrousel #1.
 - Repaired safety yoke, post anoxic mixing zone.
 - Met with Vactra crew and cleaned 9 wetwells.
 - Repaired check valve #2 and replaced gate valve #1 at Ormond Mall liftstation. Pressures on Forcemain are now at 13 psi and pumps are having trouble pumping into system.
 - Repaired damaged suction screen at Splitter box.
 - Utilities and operations group Deragged 3 influent pumps about every 3 days.
 - Performed PM Service to all plant equipment.
 - Deragg 4 submersible aerators.
 - Monthly PM's to 17 Liftstations (cleaned and deodorized) also continuing with monthly valve exercise program.
 - Annual PM's to 7 Liftstations. (pull pumps, etc)
 - Utilities Division completed 135 work orders as reported in MP2 computerized maintenance management system, of which 101 were PM work requests and 34 were repair work orders.
-
- Regulatory Compliance and Water Quality
Preparing re-classification request for refill of this vital position.