

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report

Date: July 2, 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:

- Completed final community leader reference checks on Police Chief candidates
- Selected Andy Osterkamp as new Police Chief
- Reviewed beachfront property appraisals
- Met with I/T Manager on Granicus web-streaming and automated agenda software programming.
- Bi-weekly meeting with Economic Development Director
- Bi-weekly meeting with Fire Chief

Spoke to, attended and/or met with:

- Attended Economic Development forum co-sponsored by the City and Chamber of Commerce
- Attended Rotary meeting
- Met with Bob Guido from the Trust for Public Lands on the beachfront property
- Attended United Way volunteer meeting for parking assignment at Target for the race weekend.
- Participated in ICMA ethics webinar
- Met with Dave Neubauer, St. James School, and Leisure Services Director on a recreation land lease option.
- Met with Acting City Engineer and Civil Engineer on the mast arm issues at Granada Blvd. and Beach St.

City Clerks Office

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

- Prepared and distributed packet material for the July 6, 2010, City Commission meeting.
- Meetings (Includes attending meetings, preparing packets, distributing material, setting up/clean up meeting rooms and recording meetings):
- Quality of Life Advisory Board Meeting

Community Development

- Planning
 - Received updated recommendations from the Department of Community Affairs (DCA) in response to the Adopted EAR-Based Amendments. Staff prepared and sent a written response addressing the FDOT's recommendations. Further, staff informally responded to the DCA regarding their review of the adopted amendments.
 - Continued work on two Certificate of Appropriateness applications for alteration and handled citizen inquiry regarding a new application in the Lincoln Avenue Overlay District.

- Developed a schedule for the way-finding sign project with Main Street final review in August, bidding occurring in September and award of the bid review by the City Commission at the November 16, 2010 meeting.
- Development Review:
 - There was a community meeting regarding T-Mobile's site plan application to construct a 140' camouflaged flagpole telecommunications tower on the property at 1 South Old Kings Road on a 50' by 50' lease parcel. Representative of T-Mobile met with approximately 15 individuals and discussed the application. Meeting attendees stated that there was a preference of a camouflaged tree rather than a flagpole. On July 1st, the Acting Planning Director, Joe Levrault, issued a letter of determination that the project would proceed to the Site Plan Review Committee (staff approval) with the conditions to modify the proposed tower from a camouflaged flagpole to a tree. Staff has sent the letter to abutting property owners within 600' of the site who would have 30 days to appeal the determination.
 - Reviewed a conceptual Volusia County application for 1385 North US1, Giant Recreation World, which would pave areas for RV storage and sales.
 - Met with representatives from the Olive Grove project at 765 West Granada Boulevard and reviewed and provided conceptual comments in anticipation of a July 6th site plan submittal.
- Building Inspections, Permitting & Licensing
 - Issued 75 permits with a total valuation of \$ 577,455.00
 - Conducted 284 inspections
 - Issued 4 new business tax receipts
 - Below are photos as of June 30th showing the progress of the demolition of Surfside Inn.



Economic Development

Ormond Crossings

- Staff transmitted the approved CRA documents to County staff in March and followed up with a meeting on May 19 to discuss the updated CRA plans. Following review of the documents, County administrative and legal staff determined that Ormond Crossings obtained final regulatory approval as required by the County resolution delegating CRA authority to the City for this project. Although the delegation of authority is now vested, the master CRA plan amendment will need to be approved by the County Council. **The CRA plan amendment is scheduled to be reviewed by County Council on July 8.**
- Staff continues working with Tomoka Holdings' engineers to discuss roadway and landscaping designs for Crossings Boulevard and other local roads within the development. To ensure best practices and standards are being applied to Ormond

Crossings, site visits to other commerce parks in the Orlando area are to be arranged in July.

- Plans for the zoning and platting of the property are being draft by Tomoka Holdings for an upcoming meeting with staff in July.

Airport Business Park

- Staff has installed the directory sign at the entrance to Sunshine Boulevard. Staff worked closely with a representative group of business owners from the park in the design and placement of this address map. The two monument signs that will replace the old wooden signs are under construction and will be installed at the entrance of Sunshine Boulevard in a few weeks.
- Pace Analytical is moving ahead with a 2,500 square foot addition to their office/lab space that will accommodate an increase in employment. Pace Analytical acquired Elab Corporation in 2008. Staff is preparing a request for local and state incentives for the company.

Ormond Beach Chamber

- Staff met with Ormond Beach Chamber Prosperity Committee members regarding economic development initiatives discussed at the Leadership meeting. A Business Recruitment Team will be established that will work with City Economic Development staff to provide possible industrial and commercial business contacts and act as business ambassadors for visiting prospects.
- **The joint economic development forum by the Ormond Beach Economic Development Department and Chamber of Commerce was completed this week. The event was well attended and covered by *The Daytona Beach News-Journal*.**

Prospective Business Attraction/Retention/Expansion

- Participated with the surrounding community economic development practitioners on weekly conference calls with the Team Volusia Economic Development Corporation (TVEDC), formerly known as MDVEDC, and County staff to discuss potential business opportunities.
- Staff continues the business visitation program with manufacturers in the city to discuss their economic outlook and any assistance/resources they may need to increase capital investment and/or retain/grow their employment levels.

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 have 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. The MDVEDC name was recently changed to Team Volusia Economic Development Corporation (TVEDC). Meetings with the County Council were held June 3 and June 17 and the Council unanimously approved a plan to fund the organization. A number of conditions are required for the funding to be appropriated including verification of private sector funding and approval of a service contract. Further details are expected over the next few months.

Airport Operation and Development

- The project to repair water leaks at the air traffic control tower is complete. Pressure cleaning, surface preparation and painting of the tower was completed last week. This week, crews finished applying final sealant compounds to the windows, doors, and other entry points of the building. Resurfacing of the catwalk outside the tower cab (including the addition of non-skid surface materials) was also completed, as was work to repair an interior wall.
- The Airfield Electrical Improvements Project is complete. Ancillary installation of a new pilot-controlled lighting system radio controller, which had originally been scheduled for June 21st, has also been completed. Modifications designed to better align the system with pilot-controlled lighting procedures specified in the AIM (Airmen's Information Manual) are scheduled to be implemented on July 1st.
- Staff received approval from FDOT to replace the dilapidated fence and gate securing the area around the rotating beacon, which will be 100% funded by FDOT under the current security grant for the airport. Staff solicited quotes from three local fence contractors for this work. Riva Fence, an Ormond Beach company, was the successful bidder for this project. Installation of the new fence was completed this week.
- Staff's attempts to repair the REILs (runway end identifier lights) on Runway 17 continue to be unsuccessful. At present, only one of the two REILs on Runway 17 is functional. Staff recommends that replacement of the REILs on Runway 17 be considered as part of future airport CIP projections. The earliest that new REILs could be installed based on current projections is 2012.
- Three airport businesses have not responded to requests for proof of current liability insurance, as required under City of Ormond Beach Code of Ordinances, Chapter 3.3 (Aircraft and Airport) Article IV, Sec. 3.3-41. The City Attorney has prepared written notices of default for two of these businesses, while circumstances regarding the third remain under review by the City Attorney and Risk Management.
- Staff participated in a meeting with representatives of Hoyle, Tanner & Associates to prepare for the annual FDOT 5-year "gaming meeting" scheduled for next week. The meeting next week with FDOT is designed to coordinate and plan state funding for airport projects through 2016.
- Staff continues to work with representatives of ADT Security Services regarding a proposal to provide security surveillance technology at the airport. Earlier this year the City enrolled with NJPA, the National Joint Powers Alliance. The City Attorney has determined that the NJPA contract with ADT would not be appropriate to use for this project, so another competitive contract from the State of Florida is under review. The City has a JPA with FDOT to fund 100% of the cost of security upgrades at the airport, including perimeter fencing and surveillance technologies.
- The 24 hour self-service fuel farm operated by EASA (formerly Ormond Beach Aviation) continues to be incapable of delivering "Jet A" fuel. Representatives of EASA are not able to provide staff with an estimate of when "Jet A" fuel service will be restored. Sunrise Aviation is thus still the only FBO at the airport able to supply "Jet A" fuel, and only during their regular business hours. Staff has taken steps required to issue a NOTAM (notice to airmen) regarding the limited availability of "Jet A" fuel at the airport.

Finance/Budget/Utility Billing Services

- On-going Projects
 - Staff is preparing draft the proposed budget for FY 2010-11.
 - ***Transparency reports are listed on the website under the Finance and include accounts payable and payroll information.***
- Completed Projects - Weekly
 - Processed 32 Journal Entry Batches (# 3761 - 3851).
 - Approved 16 Purchase Requisitions totaling \$118,191.99.

- Issued 23 Purchase Orders totaling \$115,440.82.
- Prepared 151 Accounts Payable checks totaling \$538,137.74 and 25 Accounts Payable EFT payments totaling \$95,925.73.
- Processed 3,256 cash receipts totaling \$1,134,906.19.
- Processed 536 utility bill payments through ACH totaling \$35,639.53.
- Processed and issued 4,142 utility bills with billed consumption of water of 21,420k.
- Issued 276 past due notices on utility accounts.

- Completed Projects - Monthly
 - Total billed consumption of water for June 2010 was 135,795K.
 - Completed 317 Initial Reads for June 2010.
 - Completed 171 Re-Reads for June 2010.
 - Completed 389 Final Reads for June 2010.
 - Completed 217 Delinquent Notices for June 2010.
 - Completed 195 Restore of Services for June 2010.

- Public Information
 - Press Releases
 - New Police Chief Selected

 - Other
 - Citizen Contacts
 - Media Contacts

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, and reimbursements.
 - Attended the Ormond Beach Economic Prosperity Forum.
 - Submitted required information for VOCA 2010-2011 Continuation Grant which has been approved in the amount of \$40,546. This is the City's eleventh year of receiving VOCA funding. Since 2000, the City has received over \$400,000 through the VOCA program. The grant will cover approximately 72% of salary and benefits for the Victim Advocate.

Fire Department

Weekly Statistics

1 Fire (Brush)
6 Fire Alarms
2 Hazardous
47 EMS
8 Motor Vehicle Accidents
21 Public Assists

85 TOTAL CALLS

Medical Call Type

| | |
|-----------------------|-----------------------|
| 2 Abdominal Pain | 1 Heart Problems |
| 1 Animal Bite | 1 Heat Exposure |
| 2 Assault | 2 Ingestion/Poisoning |
| 7 Breathing Problem | 1 Sick Person |
| 3 Chest Pain | 1 Stroke |
| 2 Convulsions/Seizure | 7 Traffic Accident |
| 8 Fall Victim | 3 Unconscious |
| 1 Headache | 3 Unknown Medical |

45 TOTAL EMS PATIENTS TREATED

- Aid provided to other agencies: **8 calls – Volusia County**
- Aid received from other agencies: **6 calls – Volusia County (4), Daytona Beach (1), Flagler County (1)**
- Total staff hours provided to other agencies: **14 hours**
- Total staff hours received from other agencies: **6 hours**
- # of personnel sent with EVAC to assist with patient care during hospital transport: **2**
- # of overlapping calls: **13**

Significant Incidents

Date: Monday, June 21st

Type of Call: Motor Vehicle Accident

Address: Mile Marker 273, I95 South

Dispatch Time: 5:51 PM

Cleared Time: 6:42 PM

Jurisdiction: Ormond Beach

Units on Scene: Rescue Engine 94, Volusia County: 3 Units, EVAC

Incident Description: Responded to a rollover in a canal next to highway. Vehicle rolled back onto its wheels, ending up in a ditch with water in the interior. Two patients were extricated from wreckage. EVAC units transported both patients to Halifax Medical Center with one patient determined as a trauma alert.

Date: Friday, June 25th

Type of Call: EMS

Address: 7 Arbor Lake Pk

Dispatch Time: 11:37AM

Cleared Time: 11:59 AM

Jurisdiction: Ormond Beach

Units on Scene: Quint 92, Battalion 90, EVAC

Incident Description: Call was dispatched for breathing difficulty and bleeding. Patient had a knife wound to the chest and was semi-conscious. A trauma alert was called. Two Ormond Beach firefighters accompanied EVAC to assist with patient care during transport. Patient went into arrest enroute to hospital.

Date: Friday, June 25th

Type of Call: EMS

Address: 1670 W Granada BL

Dispatch Time: 3:25 PM

Cleared Time: 4:10 PM

Jurisdiction: Ormond Beach

Units on Scene: Rescue Engine 94, EVAC

Incident Description: Responded to a fall from a roof, approximately 15 feet. Advanced life support care was given and patient was transported to hospital.

Date: Sunday, June 27th

Type of Call: Brush Fire

Address: Woodhaven & Longleaf (Country Acres Subdivision)

Dispatch Time: 4:44 PM

Cleared Time: 7:39 PM

Jurisdiction: Volusia County

Units on Scene: Ormond Beach: Brush Attack 94 & Rescue Engine 94, Flagler County: 2 Units, Volusia County: 2 Units & Department of Forestry (DOF)

Incident Description: Provided automatic aid to Volusia County for a 1 acre brush fire. Assisted while DOF established firebreaks around fire which was caused by lightning strikes.

Operations

- Participated in Webinar on new 2010 Hurrtrak weather software.
- Met with Public Works and Police Dept regarding hurricane exercise.
- Spoke to Chamber of Commerce with a presentation on Hurricane Preparedness.
- Attended meeting to discuss Forth of July fireworks preparation.
- Conducted relief driver aerial testing.
- Held bi-weekly administrative staff meeting.

Training Hours

| | |
|----|------------------------|
| 2 | Aerial Operations |
| 3 | Building Construction |
| 1 | Hurricane Preparedness |
| 18 | Preplanning |
| 11 | Safety |
| 27 | Technical Rescue |
| 2 | Wellness/Fitness |

64 TOTAL STAFF HOURS

Activities

- Updated 10 pre-fire plans
- Conducted 1 fire inspection with 2 safety violations discovered
- Visited 3 homes for smoke detector checks

Human Resources

Staffing Update

- Job Requisitions
 - Police Dept- Police Officer (2)
 - Public Works/Streets - Maintenance Worker II
 - Public Works/Streets – Streets Supervisor
 - Police Dept - Community Service Officer
 - Police Dept/Neighborhood Improvement – Office Assistant II
- Approved/Active Recruitment
 - Leisure Services/Casements – PT Custodian – Recruitment closes 7-2-10
 - Leisure Services/Senior Center – PT Custodian – Recruitment closes 7-2-10
 - Leisure Services/Community Events – PT Community Events Technician – Recruitment closes 7-2-10
 - Leisure Services/Community Events – PT Community Events Leader – Recruitment closes 7-9-10
- Screening/Interviews Scheduled
 - Finance Dept- Meter Reader (2) positions. Second part of process (in the field) will be held June 28, 29, & 30th.
 - Leisure Services/Nova Gym – PT Recreation Leader-Received and forwarded 5 applications.
- Terminations/Resignations/Retirements
 - Finance Dept - Meter Reader – Voluntary resignation - effective 6/28/10
 - Public Works/Streets – Streets Supervisor - Early retirement effective 6/30/10.
 - Police Dept/Neighborhood Improvement – Office Assistant II - Voluntary resignation effective 7/8/10
- Promotions
 - Police Department – Police Officer promoted to Corporal effective 6/27/10.

- Police Department – Corporal Promotional Process being conducted to establish an eligibility list. Notice sent on June 3rd for exam to be held on July 28, 2010 (per PBA B.A. 2008-2010)
- Finance Department - Part time Community Events Leader promoted to Account Clerk II, effective 7/6/10.

- Employee/City Benefits Program Update
 - The City Commission adopted the National League of Cities Prescription Discount Card Program to help City residents cope with the high cost of prescription drugs. Information was disbursed through the City's website, print media, radio announcements, flyers and discount cards placed in many locations throughout the City by the rollout date of June 14th. Many citizens have been coming to City Hall to pick up their free discount card.
 - Several City employees volunteered to participate in the YMCA Wellness Challenge. A five person team was selected via a random draw. The team designated themselves as the "Energizer Buddies" team, and they completed an orientation and began the wellness challenge on June 10th. Announcement in July Employee newsletter to support City team.

- City Events/Employee Relations Update
 - American Heart Association's 5 K Heartwalk will be on September 30th at the Bandshell in Daytona. The City's team goal is \$3,100 to be raised before and during the event. The City Heartwalk Team has raised a total of \$1,420 for the American Heart Association for events held to date. Poker Run has been postponed until later in the year. Future events are being planned. Recycle bins are located in city offices for aluminum cans to benefit the Heartwalk team.

- Training & Development Opportunities
 - Developed draft of New Employee Orientation program – under review.

- Pay & Classification Plan
 - Start reclassification process for Permit Manager for Permit Center.

- Risk Management
 - Updated Resolution 98-132 revising the Insurance Requirements for purchases; preparing agenda item for July 6 Commission meeting. In CAO for final review.
 - Projects
 - Policy on Driver License History checks
 - Updating proposed changes in level of insurance coverage for insured facilities and requesting written confirmation to support deviations from appraised value. Anticipate completion this summer.
 - RFP for WC Third Party Administration released on June 2. Addendum released June 18. Closes on July 2.

Information Technology (IT)

- Work Plan Projects
 - Hardened Data Center – Additional electrical wiring being done to provide flexibility in equipment placement.
 - Server Virtualization – Implementation planning: modeling current environment
 - Document Imaging – City Clerk project – Preparation for RFP

 - iSeries system (HTE Sungard Naviline) - Major version upgrade from 6.2 to 7.02

 - Windows Servers: - None

- Networking System: - None
- Work Orders: - 43 New work - 42 completed - 33 in progress
- Virus Protection – Email
 - E-mail spam and virus prevention via MX-Logic service.
 - For the week:

| | | | |
|------------------------|--------|---------------------|--------|
| Total inbound E-Mails | 55,212 | Net Inbound E-Mails | 45,306 |
| Inbound Bad E-Mail | 9,705 | Percentage bad mail | 17.9% |
| Virus Messages Blocked | 201 | | |

Notable Events: Major HTE Naviline software version upgrade requiring IT staff to work all weekend. Good news is that it was completed by Monday morning and the rest of City staff was unaffected by the downtime. The update includes maintenance release fixes and functional upgrades.

Geographical Information Systems (GIS)

- Addressing Additions: 3 Changes: 0 Corrections: 0
- Map/Information Requests: 8
- Information Requests from External Organizations: 1
- CIP Related Projects (pavement management, project tracking map): 0
- Notable Events: None

Leisure Services

- Administrative Services
 - Supervisory Staff Meeting
 - Public Works Staff Meeting
 - City Manager Meeting
 - Port Orange Playground Visit
 - Online Registration Meeting
 - NIMS
 - St. James Meeting
 - Project ROMP Steering Committee Meeting
 - Weekly Park Visits
- Athletics
 - The Lady Renegades continued practicing this week at the Quad for their upcoming Summer Road Tournaments.
 - Luis Camacho is once again renting the Soccer Fields for his Sunday 11 v 11 Adult league, as well as his 6 v 6 league. They play each Sunday at 10:00 a.m. and Monday evenings at 6:00 p.m.
 - The City's new Men's Baseball League continued this week, with games on Monday and Thursday nights at 7:00 p.m. at the Sports Complex. Four teams compete nightly. The season will continue through the month of July. Play is on Wendelstedt Fields 1 and 2.
 - The OBYBSA's American Legion Program held their fourth week of games of the summer this past Tuesday and Thursday nights at the Sports Complex. Games will be played over the next three weeks on the Wendelstedt Fields.
 - The City's Youth Volleyball Program continued its first ever Summer League this week at the Nova Gymnasium. The program runs on Monday and Thursday nights from 6:00-8:00 p.m. and will continue through the beginning of August. Due to the high demand for volleyball at this time, the Summer League was added over the Girl's Summer Basketball League.
 - The City's Summer Baseball/Softball Camp was held this week at Nova on Field 2, Tuesday through Friday, from 9:00 a.m. to 1:00 p.m.

- The Lady Renegades continued practicing this week at the Quad for their upcoming Summer Road Tournaments.
- The OBYBA's monthly Board meeting was held this past Monday night at 7:30 p.m. at the Performing Arts Center.
- Upcoming Activities: USSSA Lacrosse Tournament, City's Summer Sports Camps (Volleyball, Hitting (Baseball & Softball) and Golf), USSSA Baseball Tournaments.
- 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 two soccer fields at South Ormond
 - Cleaned up after daily use of the soccer fields
 - Cleaned dugouts and picked up litter, and prepped softball fields 1-5 for Lady Renegades tournament
 - Prepped fields 1-5 at Nova Park for practices and weekend games
 - Placed trash receptacles and player benches on soccer fields
 - Fertilized soccer fields 6-7
 - Painted five fields for the men's summer soccer league
 - Painted the full-sized soccer field for men's league
 - Began aerating all fields
 - Began topdressing the soccer fields with topsoil
 - Fixing all the worn areas on the Nova fields with sod patches
 - Verti-cut baseball field 1
- Senior Center
 - Staff hosted normal evening programming including: Granada Squares Dance, Billiards, Tomoka Duplicate Bridge, Chinmaya Church and Daytona Community Church.
- Performing Arts Center
 - Staff made preparations for the rehearsal of "Purlie The Musical" held on Monday and Tuesday.
 - Staff made preparations for Division Manager's Meeting held on Wednesday.
 - The Performing Arts hosted the following classes throughout the week as part of its regular operations:
 - Monday – Hawaiian Dance, Show Club Open Dance, Kopy Kats Open Dance
 - Tuesday – Theatre Workshop, Theatre Workshop Dance, Seaside Singers, Webb Jazz & Tap, Judo
 - Wednesday – Show Club Skits, Upbeats Choral, Devito Dance, Kopy Kats Skits
 - Thursday – Devito Dance, Show Club Chorus, Theatre Workshop, Kopy Kats
 - Friday – Theatre Workshop, Green Dance

- The Performing Arts Center is preparing to host the following events:

| | | |
|---------|-----------------------|------------------------------|
| July 9 | • Purlie, The Musical | 7:00 p.m. - \$20 |
| July 10 | • Purlie, The Musical | 2:00 p.m. & 7:00 p.m. - \$20 |

- South Ormond Neighborhood Center
 - United Hands meeting took place on Monday at 6:00 p.m.
 - Youth basketball practice takes place Monday through Thursday from 5:00 to 7:00 p.m.
 - It is week three of summer day camp at South Ormond. Each day is filled with educational and recreational activities for the children.
 - The South Ormond Neighborhood Center is participating in the summer food program for children offered through Volusia County's Human Services Office from June 14 through August 13.
 - The basketball league is headed to Melbourne for the USSSA Nationals July 2-5.
 - The splash pad is open from 10:00 a.m. until dusk for the spring and summer.

- Community Events
 - Staff made final preparations for the Independence Day Celebration which included: Staff, with the assistance of the Campus Outreach group, put the star banners on the light poles around the four corners of the Granada Bridge, hung the flag bunting at City Hall, The Casements and Fortunato Park, items for corner managers' boxes are packed and ready for distribution, banners boards for City Hall and Fortunato Park were picked up by Building Maintenance and will be placed at City Hall and Fortunato Park, staff made final confirmation calls for entertainment; port-o-lets and inflatables for the kids' park, and answered numerous calls about the Independence Day Celebration.

- Gymnastics
 - Students continue to enjoy their classes and are progressing with their skills. Coaches are working hard with the students and get to spend a little more time with each child during the somewhat smaller summer classes.
 - Emily Bauer continues to perfect her routine for the Nationals coming up this month. We have every confidence that she will do extremely well.

- Nova Community Center and Special Populations
 - Nova conducted regular adult classes in jazzercise, "take off the pounds sensibly" (TOPS) and Yoga.
 - FitGyms conducted their personal training, tennis lessons and FitMoms.
 - 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.
 - Camp T. Rec, for special needs participants had their second week of camp at the South Ormond Neighborhood Center. The campers went to the YMCA for a field trip on Tuesday, played at the splash pad on Thursday, went to Cracker Creek on Wednesday and went to Nova Community Center on Friday to see the guest presentation for Pioneer Art Settlement. In addition, they played on the playground, did arts and crafts, watched movies and played various sports and games during the week.
 - Nova Community Center continued their summer camp on Monday through Friday with all the counselors and campers enjoying the third week of games, sports, arts and crafts, movies, the playground and Pioneer Art Settlement as the camp's guest presentation.

- The Casements
 - Tours continued this week from 10:00 a.m. to 4:00 p.m. daily.

- Don Kennedy's exhibit "Memories and Feelings, Near and Far" was hung on Monday in The Casements' Gallery. Opening Meet and Greet will take place during First Friday this week from 5:00 p.m. – 8:00 p.m.
- Yoga classes were held on Tuesday morning and Thursday evening this week.
- Staff greeted this year's Enviro Camp counselors to The Casements this week. Final preparations are being made for the camp which starts next Tuesday. All weeks are filled with 30 children!
- Summer art classes took a break this week and week 3, which will be "So You Think You Can Draw," will continue next week.
- Tai Chi classes continued this week on Wednesday evening.
- Zumba classes continued this week with a Tuesday evening class from 6:00 p.m. to 7:00 p.m. and Wednesday and Friday mornings from 10:00 a.m. to 11:00 a.m.
- The Casements Guild Crafters met this Thursday from 12:30 p.m. to 3:00 p.m.
- Gretchen Neal offered a new "Ladies Only Making Art" (LOMA) class this Thursday from 7:00 p.m. to 8:30 p.m. Several inspiring artists joined her to create memorable pieces of art from paper and paint. Two more LOMA classes will be offered through the month of July.
- Staff assisted with the weekly Farmers' Market on Thursday from 8:00 a.m. to 1:00 p.m.
- Staff assisted with set up and decorations on the building for The Independence Day Celebration scheduled for this Sunday.
- Over 50 guests toured The Casements and neighboring historical sites this week on a special tour conducted in partnership with the Ormond Beach Historical Society. Guests were seated in the Gallery where they viewed the 20-minute Historical Society's video. The Casements Guild docents continued their tour with the history of the home and its most famous resident, John D. Rockefeller, Sr. Guests then went on the trolley tour through Ormond Beach. Half of the guests viewed the home while the other half was on the trolley. In the afternoon the groups switched places.
- Preparations are being made for this week's "Movies on The Halifax" which will feature the film Days of Thunder. This speed week favorite was filmed here in Daytona 20 years ago this week. Showtime will be 8:30 p.m. Light refreshments will be available for purchase.
- Final preparations are being made for the upcoming "Casements Live!" concert series. The first concert is set for Friday, July 9th from 6:00 p.m. to 9:00 p.m. The featured artists that will appear on stage are: Pavilina, STEAM and DILINGER. This open air concert series will continue each Friday during the summer, excluding the First Fridays which will continue to feature the "Movies on The Halifax" event.
- Facilities Maintenance
 - Repaired electric hand dryer at SONC
 - Replaced 2" gate valve for filling up trucks at Fire Station 92
 - Repaired taxiway light at the Ormond Beach Municipal Airport
 - Repaired three decorative lights on Tomoka Avenue
 - Installed closer for walk thru gate at the Ormond Beach Municipal Airport
 - Continuing servicing A/C Citywide
 - Installed new A/C unit at the Performing Arts Center
- Parks and Irrigation
 - Cleaned up graffiti at Memorial Gardens
 - Installed engraved park bench at Central Park II
 - Repaired drinking fountain at Central Park I
 - Installed engraved park bench at Fortunato Park
 - Drained and cleaned fountain at Arroyo Park
 - Repaired fill valve on fountain at Hospital Park
 - Repaired men's room door at Cassen Park

- Repaired loose dock boards at Bailey Riverbridge Gardens
- Ran zones at Bailey Riverbridge, replaced three spray heads and replaced five nozzles
- Ran zones at Rockefeller Gardens, replaced one spray head and installed five new nozzles
- Adjusted zone and ran times at Fortunato Park
- Cleaned out debris from valve on South US 1 medians
- Replaced two rotors on West Granada medians from a car accident
- Reset timer at Central Park II
- Ran zones at South A1A medians, replaced battery in timer, changed two nozzles
- Ran zones on North Nova medians, replaced 12 damaged spray heads
- Replaced two rotors on West Granada median #5
- Replaced five broken heads on South Nova Road medians at Division Avenue

Police Department

- Administrative Services
 - Property and Evidence Room audit and inventory continuing.
 - Special Master Hearings.
 - Worked with Fire Chief and Public Works Manager on emergency response scenario/exercise.
 - 4th of July Fireworks Action Plan completed.
 - Coke Zero 400 Ormond Beach Traffic Action Plan completed.
- Community Outreach
 - 57 youths attended the first PAL summer field trip program on Friday. The children enjoyed a great day at Daytona Lagoon.
 - Youths are participating in the PAL summer tutoring, computer and art program held at the SONC. This week they created drawings to be included in the summer mural project.
 - PAL continued organizing the annual golf tournament which will be held November 11th.
 - Members of the Youth Directors program presented the first of four Readers' Theater programs at the SONC as a community service project for the Youth Leadership Program grant.
 - PAL received confirmation of an \$8,000 grant awarded for the enhancement of the Youth Leadership program.
- Community Services & Animal Control
 - Animal calls responded to: 50
 - Animal reports: 10
 - Animals to FHS: 3
 - Injured birds to Marine Science Center: 3
 - Kittens adopted from OBAS: 1
 - Feral cat neutered by Cat Care Clinic: 1
- Criminal Investigations:
 - Cases Assigned: 29
 - Cases Cleared by Arrest/Complaint Affidavit: 4
 - Cases Exceptionally Cleared: 20
 - Inactive: 15
 - Fraud: 7
 - Burglary Business: 3
 - Burglary Residential: 4
 - Larceny Car break: 6
 - Grand Theft: 5
 - Auto Theft: 1
 - Offense Against Family/DCF Reports: 1

- Recovered Missing Persons: 1
- Deaths/suicides: 2

Comments:

Smash and grab burglary suspects from our liquor store has been identified. Three black males are in custody in Martin County and an FDLE agent has been assigned to the case due to thefts throughout the state. Our information has been forwarded to Martin County.

Crime Trends:

We have had two similar smash and grab burglaries on the beachside. The subject was caught on video. The subject appears to be targeting cash registers.

- Records:
 - Walk-Ins: 193
 - Phone Calls: 302
 - Arrest's/NTA's: 19
 - Citations Issued: 223
 - Citations Entered: 217
 - Reports Generated: 127
 - Reports Entered: 113
 - Mail/Faxes/Request: 134
- Operations
 - 06/24/10** Burglary – Rays Quality Meats: Forced entry was made through rear door, phone lines cut.
 - 06/24/10** Burglary: Oceanside Country Club Cart Barn
 - 06/24/10** Credit card fraud: Riverbend Church
 - 06/24/10** Burglary – 751 W River Oak: Generator taken from garage.
 - 06/24/10** Car break – 353 Granada: No forced entry. Several prescription medications taken.
 - 06/25/10** Theft – 11 River Ridge Trail: Theft of 8 guns – suspect identified. Suspect cooperated with investigators and 4 of the 8 guns have been returned. Investigation continuing.
 - 06/25/10** Theft – Wal-Mart: Victim loaded groceries into vehicle and noticed she had left her purse in her shopping cart. The victim returned to get her purse but it was gone. Store video showed a W/F taking purse and getting in a vehicle and leaving.
 - 06/25/10** Vandalism – 827 Cordova Avenue: Suspect arrived at the residence to visit ex-boyfriend and discovered new boyfriend there. Suspect became enraged and drove vehicle through the garage door.
 - 06/25/10** Car break – 4 Eclipse Trail: Cell phone taken from unlocked car.
 - 06/25/10** Counterfeit \$20 at Smoker's Express: Suspect attempting to pass a counterfeit bill, claiming he was unaware it was counterfeit and that he had received the bill as change from another business.
 - 06/25/10** Injunction violation – 99 Royal Palm: Suspect entered the garage of the residence but departed the area prior to officers' arrival.
 - 06/25/10** Hit and Run – Wilmette and Nova
 - 06/25/10** Suspect from hit and run forced City vehicle off roadway and into a sign while fleeing. Juvenile suspect later arrested.
 - 06/25/10** Stabbing – suicide: Victim died en-route to hospital. No evidence of foul play.
 - 06/25/10** Domestic Violence - 875 Hand Avenue: Juvenile suspect arrested for DV Battery.
 - 06/25/10** Domestic Violence – 594 Flamingo: Adult male arrested for DV Battery.
 - 06/25/10** Burglary attempt – 19 Park View Ln: Homeowner thought she heard and possibly saw someone trying to gain access through a sliding glass door.

- 06/25/10** Theft – 508 S Yonge Street - \$600 black recumbent bike stolen: Suspect located passed out from possible drug usage. Suspect was transported for medical treatment and charged with grand theft and felony possession for narcotics and paraphernalia found in his possession.
- 06/25/10** Runaway from 875 Hand Avenue.
- 06/27/10** Warrant arrest – Fortunato Park
- 06/27/10** Domestic Violence – 1230 N US Hwy 1: DV Battery arrest made.
- 06/27/10** Domestic Violence – 500 Shadow Lakes # 49: Adult male arrested for assault on his girlfriend's 16 yoa son.
- 06/27/10** Possible sink hole – 142 Mound Ave – barricaded.
- 06/28/10** Car break – 198 S Nova – Pool house: Pool chemicals taken from pick up truck.
- 06/28/10** Domestic Violence – 500 Shadow Lakes Blvd # 49
- 06/28/10** B&E – 345 Hand Avenue - Vacant residence: Washer, dryer, lawn mower, and 2-wheel hand truck. Reporting party thought stolen items were across street as it appeared the washer and dryer were displayed for sale.
- 06/28/10** Battery – Applebees – manager vs customer
- 06/29/10** B&E – Total Comfort
- 06/29/10** Car break – 5A Timberline Trail

- Traffic Unit:
- 10-06-00390 Hit & Run - Utilities damaged and road closure 239 Ocean Shore Boulevard: Unknown vehicle destroyed a power pole and scattered live lines across three driveways and SR A1A. Southbound was shut down and diverted west onto Neptune Avenue for about three hours for FPL repairs.
- 10-06-00416/10-06-00417 - Hit & Run (x2) – Nova Road at Main Trail: Suspect rear ended a vehicle in front of Ofc. Voegtle and fled the scene. Ofc. Voegtle attempted to stop the vehicle but the driver refused to stop. No pursuit was initiated. The suspect vehicle continued at high speed eastbound on Wilmette Avenue and forced an OB Public Works vehicle off the roadway and into a sign while making an improper turn onto Orchard Street. License plate number was obtained by officers and the suspect, a juvenile, was later arrested at his residence. He was charged with fleeing and attempting to elude police, two counts of leaving the scene of a crash, and two counts of driving without a license. The juvenile's grandfather was charged with permitting an unlicensed driver to operate his vehicle.
- 10-06-00500 - Hit & Run - 500 BLK N. Nova Road: Motorist caused a crash and a "road rage" incident ensued. The at-fault driver fled and the other driver chased him to Wilmette and US 1. Another crash between their vehicles occurred there and they turned around. The vehicles were located by officers at Wilmette and Nova. At-fault driver charged with leaving the scene of a crash, no valid license and careless driving.
- 10-06-00462 – Crash involving a rollover - 2000 BLK N. Beach Street (Tomoka State Park area): Vehicle rolled over at a curve and scattered debris all over the roadway. Road was shut down for about one hour. No injuries occurred.
- Enforcement of ongoing complaints of speeders on Division Avenue, Hand Avenue, and Fleming Avenue through the Central Park area.
- Sergeant Smith has completed the IAP for the Independence Day Celebration and Coke Zero 400 race traffic pattern.
- Assisted Neighborhood Improvement Division with several parking complaints. They were resolved with citations / tow warnings.
- The Ormond Beach Police Explorers made the City and our agency very proud at their annual F.A.P.E. State Conference in Ft. Myers this week:
 - They earned a 5th place trophy in Traffic Stop.
 - They earned a 5th place trophy in Crisis Intervention.
 - They earned a 4th place trophy in Crime Scene Investigation.Out of 30 participating police and sheriff agencies with 25 agencies competing in a total of 8 high-intensity events, the [Ormond Beach Police Explorers earned the rank of 4th PLACE](#)

OVERALL CHAMPIONS in the state of Florida. This is the first time in our agency's history that our explorers earned an overall ranking. When you consider that they compete against agencies much larger than ours, their performance this week was nothing short of superb. In addition, Explorer Chief Lauren Sanders was elected as the 2010-2011 F.A.P.E. Youth Vice President, and Explorer Tim Conroy was elected as the F.A.P.E. North Region Youth Representative. Sergeant Smith was elected as the F.A.P.E. North Region Adult Representative.

- Traffic Citations 173
- Parking Citations 0
- Crash - No Inj. 15
- Crash - Injury 4
- Crash - Fatal 0
- Selected Traffic Enforcement Patrol (S.T.E.P.) Locations
 - Total Citations Issued on S.T.E.P.: 101
 - Self-Initiated Enforcement Locations:
 - 500-800 BLK Division Avenue
 - 300-600 BLK Hand Avenue
 - 700 BLK Fleming Avenue
 - SR A1A
 - 500-1500 BLK N. Beach Street
 - OB Elementary
 - 325 Ocean Shore Blvd.
 - Enforced Complaints:
 - Central Park area (Division, Hand, Fleming)
 - 100-500 BLK Clyde Morris Blvd.
 - Parking Complaints:
 - Lowe's Home Improvement (No violations)
 - Cassen Park (No violations)
- Neighborhood Improvement
 - Weekly inspection statistics by Commissioner Zones
 - Zone 1: 3 Cases Initiated
 - Zone 2: 5 Cases initiated
 - Zone 3: 5 Cases initiated
 - Zone 4: 7 Cases initiated
 - 6 tree removal permit requests
 - Administrative staff assisted with sixty-one (61) telephonic inquiries.

Public Works

- **Engineering**
 - US1 Forcemain Extension Phase II- Installation of watermain on embankment has started. Contractor and staff met with consultant to discuss installation issues with watermain bridge attachment design.
 - Water Treatment Plant Distribution System, Phase II- Submitted contract/ bid package to Legal for award by Commission on July 6.
 - Ormond Shores Stormdrain Replacement- Contractor has mobilized to begin construction. Shut down of watermain above stormdrain has been coordinated with staff.
 - Rima Ridge Wells 54, 55 & 56- Gopher tortoises discovered on two of the well sites will need to be relocated prior to beginning construction activities. Environmental services will be used to survey each site and relocate tortoises as needed.
 - Ormond Beach Sports Complex Press Box- The pre-fabricated structure is scheduled for delivery and installation on July 15th. A pre-construction meeting was held on-site to discuss other construction activities that need to occur prior to the structures arrival.
 - SR40Sidewalk/Trail Phase I- Sent substantial completion letter.

- US1 / SR40 Utilities Relocate- Coordinate final tap into system.
- South Ormond Rec. Center Lighting- Sent rental agreement to FPL, requested Purchase Order.
- Sunshine Blvd. - The “mock” directory sign was installed late Friday afternoon. Final structural drawings are being prepared for the monument signs and the purchase order is being processed.
- Design Projects:
 - Alcazar-Buena Vista Drainage Area Improvements- Meeting to discuss pre-submittal with the SJRWMD was set for July 1st.
 - Airport Rd Forcemain / Reuse Extension- Reviewed utility locate information from ATT.
 - OBSC Boundless Playground- Staff completed the final design and is waiting on construction estimates before preparing an RFP for advertising.
 - SR40 Sidewalk/Trail Phase III- Addressed drainage issues with FDOT.
 - Tomoka State Park- Responded to request from FDOT to get Federal release in environmental issues.
 - Granada Bridge Decorative Pole Replacement – The engineered plans have been submitted to the FDOT for permitting.
 - Vining Court- The final plans are scheduled to be presented to the MainStreet Board in July.
 - Ormond Scenic Loop- Preparing RFQ packet for formal process for advertising project.
 - Fire Station 94 Sprinklers- Field visit FS 94 and gathered plan data.
 - SR40 A1A – Beach Street- Sent approval letter for alternate bike routes.
 - City Hall Parking Lot Repairs- Staff is processing a Purchase Order to replace the failing concrete curbing throughout the parking area.
 - North US1 – Landscape Renovation – Staff is soliciting quotations to clean up the median plantings north of Wilmette as they have become difficult to maintain.
 - Memorial Gardens Well Replacement- Staff is soliciting quotations to refurbish both failing wells that irrigate the gardens and fill the ponds.
 - Downtown Street Tree Replacement- Staff has completed the design and is soliciting quotations to remove and replace selected trees.
 - South Ormond Recreation Center Improvements- Held preconstruction conference with staff and contractor. Work is scheduled to begin on roof of SONC mid August.
 - Tymer 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- The entrance construction is being integrated into the roadway resurfacing plan for 2010.
 - Oak Forest Outfall- Met with pipe lining contractor and product supplier to discuss ability to repair the failing CMP pipe under the privacy wall at 1517.
 - 2010 Roadway Resurfacing- Bidding manuals were completed and project will be advertised on Sunday, July 4th, scheduled for letting in July.
 - MacDonald House Parking Lot Paving- Exhibit documents have been prepared with quantities for resurfacing the asphalt. This project will be let with the roadway resurfacing contract, but has a separate funding source.
 - Tymer 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.
 - Wastewater Treatment Plant Expansion and Rehabilitation – Project is in the bid phase. Bids were received on April 29th and are being evaluated by the consultant.
 - John Anderson Drive – Completed coordination of scope of project and costs with the consultant.
 - EVRWA Nova Canal Flood Control Study– The Technical Committee has received the final update and is reviewing the consultant’s recommendations.

- Hand Ave. Collector Road Upgrade- Held public meeting to discuss upcoming roadway improvements.
- Administration:
 - Staff trained with representative for roadway resurfacing software to update and enhance the roadway inventory process to better the input data and more accurately represent the pavement condition index.
 - Prepared Florida East Coast RR agreement for Hand Avenue.
 - Prepared Local Funded Agreement for SR40 resurfacing.
 - Responded to red light running system.
 - Coordinate the RR closing announcement and Volusia County Traffic Engineering for changes to signal timings.
 - Processed project invoices/pay requests totaling \$145,860
 - Prepared work authorizations totaling \$5,937
 - Prepared requisitions/PO's totaling \$18,637
- Meetings:
 - Meeting with contractor on linear pipe replacement system.
 - Attended East Volusia County Traffic Safety Committee.
 - Met with neighboring resident to discuss potential flooding impact regarding 759 N Beach proposed home construction.
- Customer Service:
 - Responded to Ms. Merz on the traffic situation at Hand Avenue and US1.
 - Provided grading plan information for Breakaway Trails Unit 1 Ph 2 to Luxury Builders
 - Provided storm pipe replace maps for consultant
 - Created and provided map of Magic Forest Playground Boundary to Leisure Services Director
- Other:
 - 35 projects were inspected.
 - Created the sketch and description for the proposed FPL easement at the S.O.N.C.
 - Researched and started the Hand Ave water main isolation valve map
 - Made corrections to the 2010 Street Paving maps
 - Made corrections and plotted new drawing set of the Rima Ridge Entrance Paving Project
- **Stormwater Maintenance**
 - **Asphalt / Concrete**
 - Replace concrete sidewalk at 2450 Oceanshore Blvd.
 - Replace concrete sidewalk at 105 Bonita Place
 - Replace concrete sidewalk on US1.
 - Replace concrete in driveway at 1888 John Anderson Drive.
 - Repair roadway on John Anderson Drive south of Riverwood Drive
 - Asphalt patch at 34 Cumberland Ave.
 - Asphalt patch at Breakaway Trails Maintenance Building
 - Asphalt patch at 142 Mound Ave.
 - Asphalt patch on shoulder of road on John Anderson Drive, north of Neptune Ave.
- **Tree Crew**
 - Trimming at City yards and City Hall (including Corbin St. parking lot at school)
 - Trimming at Lindenwood Cir.

- Removed dead pine tree on Old Tomoka Road
- Removed dead palm tree at 58 Mayfield Terrace
- Ground stumps at various locations
- Check benches at various locations

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
- Graded road at Breakaway Trails Maintenance Building
- ROW and sign trimming citywide
- Barricade repair and construction
- Weed Control on Nova Road
- Weed Control on Willow Run
- Fourth of July preparation

Sign Shop

- Replaced (12) signs along Main Trail with updated HIP materials
- Constructed (16) wooden barricades
- Repaired broken sign post at Center Street
- Construction (12) signs
- Repaired broken post at Harvard Drive and Loyola Drive
- Prepared signs for fourth of July event
- Installed flags on Granada Bridge

• **Stormwater Maintenance**

Maintenance Crew

- Locates citywide
- Calculated elevations of Central Parks Lakes (depths) by boat for Engineering
- Staked every 100ft of ditches to be cleaned and mowed for State Contract
- Cleaned out Casements pond
- Inspected and cleaned carp gates
- Inspected pump stations
- Vacon – Line cleaning – Spivey’s Court, S Center Street
- Assisted with mulch on Oakbrook Circle
- Sprayed outfall at 1100 John Anderson Drive
- Reachout Mowing (tractor and slope mower) SR40 headed west

Streetsweeper

- 128.3 miles of road cleaned
- 28.5 cubic yards of debris removed

• **Fleet Services**

PM Services completed for the week:

Emergency—Vehicles and Equipment
10

Non-Emergency Vehicles and Equipment
9

Road Calls for the week:

2

Accidents for the week:

0

The below fuel inventory report will continue on the weekly report.

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

| | |
|---------------|--------------|
| <u>Diesel</u> | <u>Gas</u> |
| 6,522 gals. | 12,395 gals. |

Comments:

- Hurricane preparedness continues in Fleet.
- A portable generator was set up at the Public Works Department to counter power issues if such arise. Generator will return to Fleet once the hurricane season has passed.
- Fleet also tested a generator at the PAC to show PAC personnel what power the generator will provide in the building if such an issue arises.
- **Utilities Division**
 - 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.
 - Breakaway Trails Irrigation System – Continuing to investigate the operating system settings for the irrigation system to maximize replenishment of storage deficits with storm water and raw groundwater sources to reduce the amount of potable water used to supplement the system when high irrigation demand diminishes available pressure and storage needs.
 - Chemicals – Sent the chemical specifications to Palm Coast Purchasing Dept who is coordinating the collective chemical bids for interested utilities this year. The advertisement for bid will be next week.
 - Cross Connection Control (CCC) Program Management Services: Prepared and forwarded final responses and information attachment to VCHD requested survey of demographic information concerning City's CCC program in concert with annual sanitary survey inspection. Address inactive account procedures regarding this program with Building Division.
 - Fire Hydrant Replacement Program – Award packet being prepared for City Commission consideration. The low bidder was R & M Service Solutions for \$138,047.99.
 - Ormond Beach Wastewater Treatment Plant Rehabilitation Project – The project is essentially complete. 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 pump impeller attachment bolt and washer configuration is being modified by the pump manufacturer to eliminate locations that currently accumulates rags within the unit. Impeller shipment is expected in this month. Variable frequency drive (VFD) #3 experiences an over-current fault. The cause of the fault is being investigated. There has been no over-current fault on VFD #3 since the speed was adjusted. Awaiting final summary of lab findings for centrifuge optimization and % solids production. Initial data indicates that thickening is around 16%.
 - Gravity Sewer Pipeline Repair – Specifications for repairs are being prepared. A list of proposed manholes was compiled for rehabilitation.
 - Water Treatment Plant High Service Pump Station VFD Conversion - The total amount of changes requested to date is \$26,764.40. A change order was prepared. Back up documentation was received from Masci Contractors. Record drawings and final versions of the project were received. Additional changes are required for the record drawings.
 - Lift Station Repair and Replacement Project: Information is being obtained for submittal of the site plan to Volusia County to secure the construction permits. A proposal to

- perform a boundary survey is being obtained. An address was assigned to the site. FPL notification form letter forwarded to the City for signature consideration. Legal review concluded contractor is appropriate signature authority indicating contractors and subcontractors are aware of the dangers working around power lines.
- Root control –The low bidder was Municipal Sales for \$35,220. The budget is \$50,000. Recommendation for award forthcoming for City Commission consideration if no protests are received.
 - State Road 5 at State Road 40 (US1 & Granada). Connections of the new main to the existing mains and replacement of the service lines is complete. A portion of the sanitary sewer main from Outback across Granada was replaced this week. Remainder scheduled for completion next week along with valve replacements near Granada-Halifax Intersection.
 - Wastewater Treatment Plant Expansion: Staff and design consultant preparing recommendation for award for bids received.
 - Standish Water Storage Tank Rehabilitation –Crom Engineering Services completed the rehabilitation.
 - Water Plant Aerator Rehabilitation – The engineering report was received from McKim and Creed for review.
 - SPRC- Access routes to Wells 33H and 34H through Huntington Woods and Huntington Lakes are being evaluated. Completed Well 33 Access with Developer for pump and motor replacement. A conceptual meeting was held to discuss the Olive Grove apartment project. Reviewed site plans for Energizer Personal Care and sent the comments to the design engineer.
 - Capital Improvement Project and Operations budgetary planning and development completed for FY 2010-2011. Prepared corresponding year goals and accomplishments.
- Water Distribution
 - Replaced 14 residential meters, installed 4 new meter services.
 - Responded/ repaired 11 service leaks, 3 low pressure calls, and 3 cloudy water complaints.
 - Tested 2, repaired 3 City owned backflow preventers.
 - Replaced 3 water services and 3 meter boxes/lids. Located 1 meter for the meter readers.
 - Performed maintenance on 1 and raised 2 city owned fire hydrants. Replaced the fire hydrant that was hit by a vehicle at Lincoln Ave.
 - Moved the water service at 125 Creek Forrest Lane for customer.
 - Performed a water main shut down to facilitate the connection to the new water main at US1, north of SR40, also reconnected 5 water services to the new main south of Granada along US1.
 - Rescinded the boil water for US1/ Granada shutdown.
 - Shutdown for Ormond Shores Dr. to facilitate the storm drain project, and rescinded the boil water two days later.
 - Completed all service tie ins on US1 south of SR40, opened and flushed new water main and shut down old water main.
 - Replaced 3 low flow, no pressure water services under the road at 928 Buena Vista Ave, 34 Cumberland Ave, 108 Roble Lane.
 - Completed all service tie ins and disconnected old 2" main on Oleander Dr, also finished replacing all sod needed.
 - Cleaned and restock all trucks.
 - Water Treatment
 - Delivered City 44.030 million gallons for week ending June 27 (6.29 MGD)
 - Backwashed 11 filters for a total of 540,000 gallons backwash water.
 - Produced and hauled 148.5 wet tons of dewatered lime sludge.

- Opened potable water inter-connection to Breakaway Trails irrigation-fire protection system to supply additional source supply and pressure when pump system lost electrical feed. Estimated 500,000 gallons potable water supplement for 12 hours period.
- Completed inspection of Standish Tank after contractor repairs completed. Tank to be returned to service after disinfection and lab testing.
- Waste Water Collection - Reuse
 - Crews responded to four trouble calls out west Breakaway/Hunter's Ridge and two in town.
 - Marty and crew cleaned six sewer laterals, request for locate performed for reuse service at 425 S. Nova Rd. under drive way, Assisted Storm water in televising a 24" storm pipe at 1517 Oak Forest Dr and checked out sink hole at 142 Mound Ave.
 - Butch and crews assisted maintenance crew excavation of electric box for contracted repair of electric service conductors for irrigation high service pumping facility at Breakaway Trails.
 - Breakaway Crew rehabbed one pep tank, installed a 24" riser at 82 Saddlers Run and filled in hole at 6 Saddlers Run.
 - Cleaned buildings and fueled all equipment for weekend.
- Waste Water Treatment
 - Domestic and Industrial Wastewater flow was 27.76 Million Gallons
 - **Produced 27.37 Million Gallons of Reuse**
 - Produced 0.39 Million Gallons of Surface Water Discharge
 - Influent flows average for week @ 3.97 MGD, plant designed for 6 MGD
 - Hauled tons of sludge 84.19 (14%-18% Solids).
 - Quarterly Chronic Bioassay was sampled
 - Influent pumps in the Influent Pumping Station are having ragging issues and contractor is to install manufacturer's suggested solution upon delivery of the replacement impeller broken during the first attempt to install solution.
 - 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 120 volt receptacles to back up generators at HSP room to power battery chargers and block heaters.
 - Installed new overloads at well21SR.
 - Repaired damaged motor leads at Sand filter back wash blower. Need was recognized for a redundant spare motor and Blower, quotes are being obtained and will process PO upon receipt.
 - Replaced lime slurry pump #1 tube.
 - Replaced GFI and sump pump at Williamson Blvd Interconnect.
 - Installed new 8" actuated butterfly valve for Standish Booster Station tank fill line.
 - Assisted contractor with on site activities relating to Crom tank repair at Standish 1 mg storage tank repair.
 - Installed cycle counter on HSP #6. No tripping of main breaker to report as of this week, we are only starting to pump an average of 4-6 times a day. Possible excessive starting and stopping of pump caused previous weeks main breaker tripping. Will continue to monitor.
 - Ran LPRO and Lime softening back up generators, tested okay, inspected system after run and submitted findings to Fleet Maintenance.
 - Performed PM's to Rima, Division, SR 40 and Hudson Well fields.
 - Performed PM's to LPRO and Lime softening plant equipment.
 - Performed Booster Station PM's.

- Cleaned shop and put away spare parts.
- Performed Reuse pump station PM's and repairs.

Wastewater Plant – Lift Stations – Reuse System

- Replaced RTU batteries at Sandy Oaks, 8M2 and 8M3 Liftstations.
- Checked BAT reuse tank fill wells, all okay.
- Replaced impeller and wear ring at 13M liftstation.
- Install permanent 6" PVC piping manifold to clarifier from diesel pumps to reduce hoses across ground.
- Installed sight glasses on alum tanks.
- Assemble new davit crane and winch for sand filter #1.
- Changed both pump isolation valves out at 10M liftstation.
- Repaired water leak to seal cooling water at recycle pump #1.
- Repaired damaged level probe lead at 8P liftstation.
- Installed new submersible level transducer probe at east reuse storage tank #2. Probe had failed causing inaccurate tank level reading.
- Rehab for collections at #9 Lake Vista Way.
- BAT reuse pumping station lost power found underground feeder lug failed, dug up and replaced damaged connectors and wiring with assistance from Economy Electric.
- Replaced 6" 90 at discharge of pump in wetwell at San Marco liftstation
- Completed installation of repaired digester blower #2.
- Assisted operations deragging recycle pumps.
- Utilities and operations group Deragged 3 influent pumps about every 2 days. Note: Pump #1 impeller damaged and out of service. Working with contractor and manufacturer to correct.
- Performed PM Service to all plant equipment.
- Deragg 4 submersible aerators.
- Monthly PM's to 20 Liftstations (cleaned and deodorized) also continuing with monthly valve exercise program.
- Annual PM's to 3 Liftstations. (pull pumps, etc)
- Utilities Division completed 87 work orders as reported in MP2 computerized maintenance management system, of which 50 were PM work requests and 37 were repair work orders