

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: July 16, 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:

- Weekly meeting with City Attorney
- Bi-weekly meeting with Police Chief
- Met with Economic Development Director and Finance Director on the Ormond Crossings CRA budget
- Weekly staff meeting with Directors
- Bi-weekly meeting with Economic Development Director
- Attended hurricane exercise at the Police Department
- Weekly meeting with HR Director
- Monthly meeting with HR Director and Risk Manager
- Weekly budget meeting with Assistant City Manager and Finance Director
- Field day with Public Works Wastewater Collections Division crew

Spoke to, attended and/or met with:

- Together with the Finance Director met individually with Commission members and briefed them on the FY 2010-2011 budget
- Attended Rotary board meeting
- Met with Finance Director and citizen, Mr. Lang, regarding his water bill concern
- Met with Grants Coordinator/PIO and Josh Gaboton of Marlowe & Company, on potential grant opportunities
- Conference call on FCCMA fall symposium
- Met with Bob Guido, Trust for Public Lands, on beachfront property
- Spoke with Jim Dinneen County Manager on drafting an Interlocal agreement regarding the beachfront park. OB staff has begun drafting language and will review with County staff. Once draft is completed, and if ballot initiative passes, the agreement will come before both governing bodies.

City Clerks Office

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

- Prepared packet material for the July 20, 2010, City Commission meeting.
- Prepared packet material for the July 19, 2010, Budget Workshop.

Community Development

- Planning
 - Received an unexpected call from DCA regarding the City's Multi-Modal Strategy (MMS) and related Comp Plan policies. For the last several weeks, staff has been corresponding back and forth with DCA regarding changes to the Plan. Final word heard by staff was that DCA had no outstanding compliance issues with what OB is proposing in its Comprehensive Plan. On Monday James Stansbury indicated DCA had some

concerns regarding the financial portion of the MMS. In discussions with James Stansbury, we indicated that the transit and non-motorized based fee would be reviewed with the City Commission and integrated into the LDC similar to the City's transportation impact fee. Apparently DCA wanted to see more financial commitment to Votran in the CIE when it was explained to DCA that capital and operating improvements to Votran would appear in Votran's CIP budget – not Ormond Beach. It is disconcerting since DCA has no standards for communities complying with SB360ER regarding the MMS and the issues mentioned came about immediately before the internal compliance meeting with DCA staff.

- Building Inspections, Permitting & Licensing
 - Issued 83 permits with a total valuation of \$250,789.00
 - Conducted 209 inspections
 - Issued 5 new business tax receipts
 - Surfside Hotel demolition completed. Debris removal continues.
- Development Review
 - SPRC reviewed Olive Grove, an 88 multifamily development for families, at its meeting today. The issue of most concern is the drainage approach that the applicant is pursuing. It disrupts more of the wetlands when the design could take better advantage of the existing wetland feature for water quality purposes. The plan architecturally and site wise is excellent and no variations to code are proposed.

Economic Development

Ormond Crossings

- Staff presented the updated CRA to the County Council on July 8 and after a brief discussion the plans were unanimously approved.
- Staff is preparing a CRA Trust Fund resolution for the Commission to review in August.
- 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 on July 20.

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 and will be installed in August.
- 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 once the company provided the relevant information.

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 and as a follow up, staff is working with the Economic Prosperity Committee members to form several volunteer sub-committees to assist in economic development initiatives.

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

- Staff conducted the quarterly Aviation Advisory Board meeting on Monday, July 12, 2010. Several representatives of airport businesses were present to discuss the matter of refuse removal at the airport.
- Staff submitted to the FAA this week the City Attorney's comprehensive review and response to the FAA's disapproval of the Amended and Restated Lease Agreement between the City of Ormond Beach and River Bend Management Group of Florida, LLC, regarding the River Bend Golf Course.
- Staff's attempts to repair the REILs (runway end identifier lights) on Runway 17 continue to be unsuccessful. Only one of the two REILs on Runway 17 is currently functional. Staff recommends that replacement of the REILs on Runway 17 be considered as part of future airport CIP projects. The earliest that new REILs could be installed based on current projections is 2012.
- Staff prepared and submitted 3rd Quarter Reports to the FAA regarding the recently completed Airport Electrical Upgrades project.
- Three airport businesses have still 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. The two notices of default were sent on July 2nd, and to date there has been no response from the subject businesses.

- Staff prepared and submitted the monthly FDOT Active Aviation Grants Status Report this week.
- Staff continues to work with the City Attorney regarding proposals to provide security surveillance technology at the airport. The City Attorney has determined that a previously submitted contract with ADT from the National Joint Powers Alliance would not be appropriate to use for this project. Another competitive contract provided via the U.S. Communities Government Purchasing Alliance has also been determined to be unsuitable. As a result, staff is preparing to solicit standard bids for this project. 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.
- Staff worked with the City Attorney to refine and submit a resolution to approve the execution of an amendment to the current PSA between the City and Hoyle, Tanner & Associates, Inc., regarding design services related to the relocation of Taxiway "A," and the renovation of Taxiway "C" at the Ormond Beach Municipal Airport.
- The 24 hour self-service fuel farm operated by EASA (formerly Ormond Beach Aviation) continues to be incapable of delivering "Jet A" fuel. Recent reports suggest that standard AvGas service may also be impaired. Representatives of EASA are not able to provide staff with an estimate of when proper fuel service will be restored. Sunrise Aviation is thus 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
 - Proposed budget packets for FY 2010-11 delivered to Mayor and City Commissioners.
- Completed Projects - Weekly
 - Processed 34 Journal Entry Batches (# 3929 - 4029).
 - Approved 27 Purchase Requisitions totaling \$133,909.92.
 - Issued 11 Purchase Orders totaling \$66,959.34.
 - Prepared 168 Accounts Payable checks totaling \$517,827.34 and 31 Accounts Payable EFT payments totaling \$328,762.25.
 - Processed 4,025 cash receipts totaling \$753,314.78.
 - Processed 804 utility bill payments through ACH totaling \$55,026.89.
 - Processed and issued 4,485 utility bills with billed consumption of water of 35,954k.
 - Issued 826 past due notices on utility accounts.
- **Public Information**
 - Press Releases
 - Walking with the Manager (7/29)
 - Other
 - Citizen Contacts
 - Media Contacts
 - General Obligation Bonds Flyer completed (for inclusion in utility bills).
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, and reimbursements.

Fire Department

Weekly Statistics

4	Fire	
4	Fire Alarms	
3	Hazardous	
60	EMS	<u>Medical Call Type</u>
7	Motor Vehicle Accidents	
16	Public Assists	

94	TOTAL CALLS		
3	Abdominal Pain	1	Psychiatric Problems
3	Assault	2	Sick Person
13	Breathing Problem	10	Traffic Accident
4	Chest Pain	1	Traumatic Injury
1	Diabetic Problem	5	Unconscious/Fainting
3	Fall Victim	4	Unknown Medical
1	Heart Problems		

51 TOTAL EMS PATIENTS TREATED

- Aid provided to other agencies: **9 calls – Volusia County (7), Holly Hill (2)**
- Aid received from other agencies: **0 calls**
- Total staff hours provided to other agencies: **13 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: **20**

Date: Friday, July 9th

Type of Call: Vehicle Fire

Address: 2284 Ocean Shore Dr

Dispatch Time: 8:13 AM

Cleared Time: 9:30 AM

Jurisdiction: Volusia County

Units on Scene: Quint 91 & Battalion 90, Volusia Cty Engine 14 & Battalion 10

Incident Description: Dispatched as automatic aid to assist Volusia County Engine 14 with a car fire caused from an accident. Upon arrival found a fully involved pickup truck in a 3 car accident. OBFD crew assisted with fire suppression and patient care. Ormond Beach Battalion 90 assumed Ocean Shore command and directed crews. One patient was trauma alerted to Halifax. Second patient was later transported due to injuries sustained in crash.

Date: Saturday, July 10th

Type of Call: Vehicle Fire

Address: Arroyo Pkwy east of Nova Rd

Dispatch Time: 7:32 AM

Cleared Time: 8:03 AM

Jurisdiction: Ormond Beach

Units on Scene: Quint 92, Battalion 90, Ormond Beach Police

Incident Description: Vehicle fire with heavy smoke and fire coming from engine compartment and area between firewall and dash. Owner stated car cut off and started smoking then caught fire. Fire appeared to be electrical in nature.

Date: Saturday, July 10th

Type of Call: Fire

Address: 25 Old Macon Dr.

Dispatch Time: 5:34 PM

Cleared Time: 6:29 PM

Jurisdiction: Ormond Beach

Units on Scene: Quint 91, Quint 92, Rescue Engine 93, Battalion 90

Incident Description: Resident lit grill when a small explosion occurred. Heat and force of explosion caused burst disk to release and create a gas leak on back porch. Fire did not continue due to the atmosphere (gas/air mixture) not supporting combustion. Gas in cylinder was allowed to bleed off and the vapors dispersed. Structure was checked for residual gas.

Date: Saturday, July 10th

Type of Call: Motor Vehicle Accident

Address: US 1 & Wilmette Ave

Dispatch Time: 6:23 PM

Cleared Time: 7:21 PM

Jurisdiction: Ormond Beach

Units on Scene: Rescue Engine 93, Battalion 90, Ormond Beach Police

Incident Description: Arrived on scene of a 2 vehicle accident with entrapment. Patient was extricated from vehicle using hydraulic spreaders to remove driver door. Patient was treated and transport to hospital. Both vehicles batteries were disconnected. OBFD remained on scene until wreckers removed vehicles.

Operations

- Attended Volusia County Fire Chiefs Association meeting
- Continued contract negotiations with IAFF Local 3499

Training Hours

3 Building Construction
21 EMT Refresher Module 6
26 Hose & Appliances
17 Review New Policies

67 TOTAL STAFF HOURS

Activities

- Updated 13 pre-fire plans
- Conducted 7 fire inspections
- Public Education Event at City Hall: Instructed Boy Scouts how to properly raise and lower the American flag
- Presentation of Sparky the Dalmatian at Ormond Beach Library – 30 children
- Fire Explorer 14 hour ride-a-long with Battalion Commander

Human Resources

Staffing Update

- Job Requisitions
 - Police Dept- Police Officer (2)
 - Public Works/Streets - Maintenance Worker II (2)
 - Public Works/Streets – Streets Supervisor
 - Police Dept - Community Service Officer
- Approved/Active Recruitment
 - Leisure Services/Community Events – PT Community Events Technician – Re-advertised
 - Recruitment closes 7-23-10
- Screening/Interviews Scheduled
 - Leisure Services/PT Custodian (2) vacancies-five applications received and forwarded to department. Interviews will be held Wednesday, July 14th.

- Leisure Services/PT Community Events Leader-6 applications received and forwarded. Interviews will be conducted Wednesday, July 14th.
- Background/Reference Checks
 - Leisure Services/Recreation(Nova)/PT Recreation Leader.
- Job Offers
 - Finance Department/Meter Reader – began employment Monday, July 12, 2010
 - Finance Department/Meter Reader – pre-employment processing began Monday, July 12, 2010, will begin employment Monday, August 2, 2010.
- Terminations/Resignations/Retirements
 - Police Department – Police Officer resignation effective 7/16/10.
- Promotions
 - 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)
- Transfers
 - Police Department – Office Assistant III from Police Administration division to Neighborhood Improvement Division effective July 5, 2010.
- Employee/City Benefits Program Update
 - Renewal of health and welfare insurance contracts underway. Broker of Record, Brown & Brown Insurance, obtaining premium quotes from competing carriers on City's behalf.
 - The City has realized tremendous interest in the Prescription Discount Card Program that was recently adopted by the City Commission and promoted via the City's web site, print media, radio announcements, and flyers placed throughout the City. Additional promotion of this program will be included in the August water bills.
 - YMCA Wellness Challenge Team – City staff, "Energizer Buddies" continuing the challenge and working towards their individual and team goals. Go team!
- City Events/Employee Relations Update
 - The City of Ormond Beach's team for the American Heart Association's 5 K Heartwalk, which will be held on September 30th at the Bandshell in Daytona, has raised \$1,420. The team is planning additional events to be held in the near future. Heartwalk Rally planned for team leaders by AHA on August 4th. Recycle bins are located in city offices for aluminum cans to benefit the Heartwalk team.
- Risk Management
 - Updated Resolution 98-132 revising the Insurance Requirements for purchases; preparing agenda item for July 20 Commission meeting.
 - Sent a reminder to 'Everyone' to recognize signs of heat stress when working outdoors. Also forwarded safety newsletter to Safety Committees to use in training sessions.
- Projects
 - 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.
 - Reviewing responses to RFP for WC Third Party Administration.

Information Technology (IT)

- Work Plan Projects
 - Hardened Data Center – AC units not operating as designed, vendor working to solve issue within original project scope.
 - Server Virtualization – Implementation planning: modeling current environment
 - Document Imaging – City Clerk project – Working with MCCI to quantify project scope

- iSeries system (HTE Sungard Naviline) - CC Payment issues via WEB, Sungard working on issue
- Windows Servers: - None
- Networking System: - None
- Work Orders: - 59 New work - 63 completed - 34 in progress
- Virus Protection – Email
 - E-mail spam and virus prevention via MX-Logic service.
 - For the week:

Total inbound E-Mails	57,174	Net Inbound E-Mails	47,731
Inbound Bad E-Mail	9,346	Percentage bad mail	16.5%
Virus Messages Blocked	97		

Notable Events: None.

Geographical Information Systems (GIS)

- Addressing Additions: 6 Changes: 0 Corrections: 0
- Map/Information Requests: 6
- Information Requests from External Organizations: 3
- CIP Related Projects (pavement management, project tracking map): 0
- Notable Events: None.

Leisure Services

- Administrative Services
 - Supervisory Staff Meeting
 - NIMS Training
 - Public Works Meeting
 - City Manager Meeting
 - Leisure Services Advisory Board Meeting
 - Hurricane Exercise
 - Damage Assessment Coordination Meeting
 - Weekly Park Visits
- Athletics
 - The Lady Renegades high school teams 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 end of this month with playoff games. Play is on Wendelstedt Fields #1 and #2.
 - The OBYBSA's American Legion Program held their final week of regular season games of the summer this past Monday night at the Sports Complex. Playoffs will begin on Friday and will continue throughout the weekend.
 - 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. 44 girls are currently registered.
 - The City's Baseball/Softball Hitting Clinic was held this week at the Nova Community Park Fields. Twenty children participated in the four-day clinic, which ran Tuesday

- through Friday from 9:00 a.m. until 12 noon. The week focused mainly on “power” hitting, but “small ball” items like bunting, slashing, and hit n’ running were also covered.
- Upcoming Activities: USSSA Lacrosse Tournament, City’s Summer Sports Camps (Volleyball 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, and Daytona Community Church.
 - Performing Arts Center
 - The PAC hosted CMT summer camp this week (Monday-Friday), and KEDA auditions were held on Saturday
 - Wyotech Graduation Ceremony was held this Tuesday.
 - 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 Skits, CMT
 - Tuesday – Theatre Workshop, Theatre Workshop Dance, Seaside Singers, Webb Jazz & Tap, CMT Dance, CMT Jazz & Tap, Judo
 - Wednesday - Show Club Skits, Upbeats choral, Devito Dance, Kopy Kats Skits, Webb Jazz & Tap
 - Thursday – Devito Dance, Show Club Chorus, Theatre Workshop, Kopy Kats, CMT Dance
 - Friday – Theatre Workshop, Green Dance, CMT

- The Performing Arts Center is preparing to host the following events:
July 17 • KEDA Auditions 10:00 a.m. – 2:00 p.m.
- South Ormond Neighborhood Center
 - Youth basketball practice took place Tuesday through Thursday from 5:00 until 7:00 p.m.
 - The Basketball League championship game was held Monday night at 7:00 p.m.
 - It is the start of Session Two for 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 splash pad is open from 10:00 a.m. until dusk for the spring and summer.
 - Three rentals will take place this weekend at South Ormond.
- Community Events
 - Independence Day: certificates mailed out and sponsorship recognition tasks, finalizing organizational tasks of supplies and equipment used for the event, finalizing after-action report.
 - Reviewing application and setting-up interviews for two, vacant part-time community event positions
 - Attended Upcoming Events meeting
 - Attended Senior Games Board meeting
 - Preparing for upcoming hospitality events
 - Assisting with Casements Live! concert events
 - Assisting with sponsorships for 2010 Caribbean Night event
 - Weekly administrative tasks
- 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.
 - The head coach is back to in the gym already recovering nicely from surgery and happy to be back working with his students.
 - This Wednesday the first of two summer clinics was held. Six students participated in a clinic focusing on the bars and floor exercises.
- 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 first week of the second session of camp at South Ormond Neighborhood Center. The campers went to the YMCA for a field trip on Tuesday and played at the splash pad on Thursday. Blue Springs gave a guest presentation on Friday about endangered species. 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 with their second session of summer camp on Monday through Friday with all the counselors and campers enjoying games, sports, arts and crafts, movies, the playground and a guest from Blue Springs on Friday who talked to the campers about endangered species in Florida.

- Volleyball met on Monday and Wednesday evenings for practice with the Athletics division.
- 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" is the featured Gallery exhibit for this month.
 - The Fifty States Quilt that took 25 years to make is on display at the Casements. Come celebrate your state throughout the month of July!
 - Yoga classes have stopped this week for the month of July and will resume in August after school begins.
 - Enviro Camp continued this week with "Everything Solar!", a fun filled week learning about the solar system, constellations and the use of solar energy. Come see our solar system hanging between the three floors of the building! Watch for the 30 foot solar balloon that we will inflate in Rockefeller Gardens. Other fun projects will be building our own solar ovens and cooking S'mores for snacks!
 - Summer Art classes resumed this week for Week # 4 "Step by Step". Thirty students learned about the great masters of art before them.
 - Tai Chi classes have stopped during the summer months and will return the first part of September.
 - Zumba classes continued this week with a Tuesday evening class from 6:00 p.m. to 7:00 p.m. The class is growing as we go with three new members this week! Walk In and Dance Out!
 - The Casements Guild Crafters met this Thursday from 12:30 p.m. to 3:00 p.m.
 - Staff assisted with the weekly Farmers' Market this week on Thursday from 8:00 a.m. to 1:00 p.m.
 - Staff, along with producer Wyatt Davis, will be offering another "Casements Live!" concert this Friday night from 6:00 - 9:00 p.m. The musicians on appearing on stage will be members of the Daytona Music Society All Star Band with "One Big Jam!"
 - A large group of family members celebrating their family reunion will visit The Casements on Saturday to tour the home. There will be 75 family members.
 - The Rockefeller Gardens bridge underpass will be the site for a wedding ceremony on Sunday, July 18th.
 - The Casements will host a baby shower on Sunday, July 18th for 40 guests.
- Facilities Maintenance
 - Repaired pump house roof at Memorial Gardens
 - Replaced vandalized fence pickets at Memorial Gardens
 - Installed grates on door at Memorial Gardens Greenhouse
 - Refurbished decorative fountain on Arroyo Parkway
 - Replaced A/C compressor in Admin. Building at the Water Plant
 - Met with Hall Construction concerning the A/C leak at The Casements
 - Performed preventative maintenance on all electric gates Citywide
 - Began quarterly maintenance on A/C systems Citywide
 - Brought fireworks barricades back in from river from Independence Day Celebration
 - Repaired light on Runway 26 at the Ormond Beach Municipal Airport
 - Rewired time clock at the Ormond Beach Municipal Airport
 - Repaired broken conduit and receptacle at the Casements
 - Repaired ceiling fans in the activity room at the Nova Recreation Center
- Parks and Irrigation
 - Painted restroom doors at Cassen Park
 - Replaced missing fence pickets at the Magic Forest Playground

- Ran zones, replaced three rotors and adjusted heads on medians #2 and #3 on West Granada
 - Checked timer for new tree planting at Airport Sports Complex
 - Reset timer and replaced two broken heads on South A1A median by I-Hop
 - Installed two new heads at City Hall
 - Installed new timer at Butternut Circle
 - Replaced one I-25 rotor on ball field on fields #1 at Nova
 - Located lost valve and installed one new solenoid at SONC
 - Replaced four spray heads and repaired one zone line break on Streetscape medians #23 and #24
- Ran zones and Casements and Ormond Parkway Park; replaced two damaged heads on Casements lawn

Police Department

- Administrative Services
 - Audit and Inventory of Property and Evidence unit continuing.
 - Assisted Fire Department and Public Works with planning and presenting a Hurricane Preparedness tabletop exercise with City staff.
 - Attended bi-weekly meeting with City Manager
- Community Outreach
 - 45 Youth are participating in the PAL summer tutoring, computer and art program held at the SONC.
 - Members of the Youth Directors assisted with the implementation of the Summer Rainforest Mural project in partnership with the South Ormond Neighborhood Center.
 - Youth attending the OBPAL/SONC summer partnership began painting the Rainforest mural project.
 - Grant reports were completed for the Teen Scene Grant and the Tutors R Us grant. Three members of the YDC attended the Youth Conference Committee meeting July 9-11.
 - The City of Ormond Beach Police Athletic League (OBPAL) is partnering with the Department of Leisure Services to create a mural project at the South Ormond Neighborhood Center (SONC). The project is a component of the OBPAL/SONC summer program partnership in-which OBPAL provides educational tutoring and recreational field trips for youth in the Ormond Beach Community. The six week mural project is lead by a professional artist and designed to encourage youth to express their love of the environment through traditional mural painting techniques. Jungles and Rainforests were selected as the inspiration for the project to increase awareness of the need to preserve our rapidly decreasing forests for many of the world's most unique animals.

During the first two weeks of the program students studied the works of French artist Henri Rouseau. Students focused on line, form, texture and color as they created still life pastels as studies for elements in the mural. Youths then created line drawings of animals which were incorporated into the final composition of the mural. Internationally exhibited artist, Harry Messersmith, assisted members of the Youth Directors Council transfer the mural design to the 10ft by 20ft wall. This week youths began painting the mural under the guidance of a professional artist and assistance of volunteers from the Youth Directors Council. The final mural painting will be completed the last week of July.



- Community Services & Animal Control
 - Animal Calls 55
 - Animal Reports 8
 - Animal Bite 1
 - Animals to FHS 24
 - Dog reclaim fee 1
 - Wildlife to Tomoka Pines Vet 1
 - Dog brought to Volusia Emergency Clinic (HBC) 1

- Criminal Investigations
 - Cases Assigned: 28
 - Cases Cleared by Arrest/Complaint Affidavit: 3
 - Cases Exceptionally Cleared: 7
 - Inactive: 6
 - Fraud: 4
 - Burglary Business: 2
 - Burglary Residential: 4
 - Larceny Car break: 6
 - Grand Theft: 8
 - Auto Theft: 1
 - Offense Against Family/DCF Reports: 2
 - Missing Persons: 1

 - Northeast Narcotics Task Force:
 - Over the past week the unit has done two search warrants (one in Ormond) and three buy walks.
 - Crime Trends:
 - Several car breaks occurred at 302 N Nova. Smashed windows and purses taken.

- Records
 - Walk-Ins / Windows 200
 - Phone Calls 265
 - Arrest / NTA'S 14
 - Citations Issued 139
 - Citations Entered 135
 - Reports Generated 24
 - Reports Entered 136
 - Mail / Faxes / Request 128

- Operations
 - 07/07/10 B&E – 483 Riverside Drive – forced entry back door –cash taken – no suspects – latent prints and shoe impressions collected and submitted into evidence.

- 07/07/10 B&E – 158 Warwick Avenue – possible suspect identified – Playstation 3 taken and rolled coins (\$500-\$700)
- 07/08/10 Theft – 401 Lakebridge Plaza – copper wire stolen from doctor's office – no suspects.
- 07/08/10 Domestic Battery – 12000 Carolinas Cove #203A - male subject battered girlfriend over breakup – also shoved minor autistic child into wall – investigation continuing.
- 07/09/10 Hit and Run – 1200 Blk of N Beach Street – DUI arrest made.
- 07/09/10 Notice to appear issued for retail theft – Wal-Mart.
- 07/09/10 Felony Battery – 1340 W Granada – Salsa's – Bartender's boyfriend beat up the owner for unknown reasons – use car key as weapon – victim taken to hospital – multiple stitches – investigation continuing.
- 07/09/10 Assisted VC/SO with reckless driver stop. Driver was Flagler County Sheriff's Office employee – passenger was a registered sex offender – cocaine was found in the car on the driver side floorboard – both the driver and passenger were arrested – Flagler County Sheriff's Office supervisor responded to the scene.
- 07/09/10 Prescription Fraud at Publix, Ormond Towne Square – suspect called in their own prescription using their doctor's name. The doctor's office was called and verified the prescription was not authorized. Suspect was arrested when he came to pick up the prescription.
- 07/09/10 Domestic Battery – 12000 Carolinas Cove # 203A – Suspect made several threats via text messaging to the victim. Suspect also included a threat to kill victim's son who is attending the University of Tennessee. University of Tennessee authorities contacted OBPD for info and suspect information. Investigation continuing.
- 07/09/10 Felony Battery – Rocking Ranch – suspect punched victim in face while holding a beer bottle breaking victim's nose.
- 07/10/10 Felony Battery – DV – suspect struck brother-in-law in the face causing a deep laceration to his forehead.
- 07/10/10 Crash with minor injuries – Nova/40. DUI arrest made.
- 07/10/10 Felony warrant – Escambia County – suspect was stopped for speeding.
- 07/12/10 B & E – Business – 96 Chrysanthemum Dr.
- 07/15/10 Beachside Motel - suspicious incident - Report of a strong arm robbery. Estranged husband showed up at wife's motel room where she was with two male subjects. Victim reports that he was then robbed of \$1,100 and his wife and two suspects fled the area.
- Traffic Unit
 - 10-07-00212 - Crash with injuries - Public Bus - SR 40 near Clyde Morris Blvd.: Votran bus rear ended by a full size van. 5 of 6 passengers complained of injuries.
 - 10-07-00231 - Crash with injuries - Road Block - SR 40 / Nova Road: Northbound vehicle turned left toward SR 40 westbound and struck a southbound vehicle head-on. Both drivers were transported to the hospital. Two lanes of southbound Nova Road and one left-turn lane shut down for about 30 minutes.
 - 10-07-00109 - Crash - Road Block - 1500 BLK W. Granada Blvd.: Out-of-state visitors in a full-size van were about to miss the entrance to Wal-Mart, so they backed up on SR 40, over the front end of a Corvette. Luckily, nobody was hurt, but one westbound through lane and one turn lane were blocked for about 30 minutes.
 - Enforcement of ongoing complaints of speeders on Division Avenue, Hand Avenue, and Fleming Avenue through the Central Park area.
 - We are working on resolving complaints of a sport bike being operated recklessly in the 500 BLK of S. Ridgewood Avenue. After conducting neighborhood interviews and specialized radar enforcement, we were able to positively identify the reckless driver and issue him a speeding citation. So far, the complaints have ceased, but we will continue to monitor the area.

- We assisted NID with several parking complaints. They were resolved with citations / tow warnings. One vehicle towed from the right-of-way at 690 N. Ridgewood Avenue for lack of compliance.
- Traffic Citations 117
- Parking Citations 3
- Crash - No Inj. 11
- Crash - Injury 3
- Selected Traffic Enforcement Patrol (S.T.E.P.) Locations
 - Total Citations Issued on S.T.E.P.: 74
 - Self-Initiated Enforcement Locations:
 - 500-800 Block Division Avenue
 - 300-600 Block Hand Avenue
 - 700 Block Fleming Avenue
 - 800 Block Wilmette Avenue
 - 500 Block S. Ridgewood Avenue
 - SR A1A
 - 500-1500 Block N. Beach Street
 - Enforced Complaints:
 - Central Park area (Division, Hand, Fleming)
 - 100-500 Block Clyde Morris Blvd.
 - Parking Complaints:
 - Southern Pines (Citations Issued)
 - Cassen Park (No violations)
- Neighborhood Improvement
 - Weekly inspection statistics by Commissioner Zones
 - Zone 1: 3 Cases Initiated
 - Zone 2: 4 Cases initiated
 - Zone 3: 4 Cases initiated
 - Zone 4: 5 Cases initiated
 - 2 tree removal permit requests
 - Administrative staff assisted with one walk-in and twenty-nine (29) telephonic inquiries.

Public Works

- **Engineering**
 - US1 Forcemain Extension Phase II- Contractor has completed installing watermain replacement along US1 embankment. The bridge attachment mounting brackets of the watermain replacement are being redesigned for better constructability.
 - Water Treatment Plant Distribution System, Phase II- Bid was awarded by Commission on July 6, 10.
 - Ormond Shores Storm Drain Replacement- Contractor has successfully completed the project.
 - Inspections- 36 projects were inspected.
 - Rima Ridge Wells 54, 55 & 56- Several issues arose from the Volusia County Building Permit review. Research County records to determine status of Rima Ridge roadway classification and submitted easement records to County showing that there is no offset requirement to be met. VC has conceded and that building permit will be issued.
 - SR40 Sidewalk/Trail Phase I- Project is complete. Entered ARRA reports.
 - SR40 Sidewalk/Trail Phase II- Contractor is expected to start construction next week. Entered ARRA reports.
 - US1 / SR40 Utilities Relocate- Processed Field Order No.3 with contractor, resolve changes in work and pipe sizes.

- South Ormond Rec Center Lighting - Contractor is installing the light poles and is waiting for FPL to set the new power feed before they demo the existing light.
- Sunshine Blvd.- Final structural drawings are being prepared for the monument signs and the purchase order is being processed.
- City Hall Parking Lot Repairs- Staff is processing a Purchase Order and preparing a phasing plan with the project contractor.
- Halifax Sidewalk- Walked job with inspector – issued Engineering Permit, resolved extra work issues.

- Design Projects:
 - Alcazar-Buena Vista Drainage Area Improvements- Met to discuss pre-submittal with SJRWMD.
 - Airport Rd Forcemain / Reuse Extension- SLERs are being processed by the State.
 - 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- Submit SJRWMD modification to existing FDOT permit.
 - Granada Bridge Decorative Pole Replacement – The engineered plans have been submitted to the FDOT for permitting.
 - Tomoka State Park- Responded to FDOT request of additional information for Environmental Certification.
 - Ormond Scenic Loop- Working on draft of Request for Qualifications.
 - Fire Station 94 Sprinklers- Discuss ventilation system to be use for the station.
 - SR40 – A1A to Nova Interconnect- Responded to ATT on using duct system for fiber optic crossing of Granada Bridge.
 - Vining Court- The final plans were presented to the MainStreet Design Board on July 12th
 - Ridgewood Sidewalk- Field verifications of proposed plans.
 - 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- Contractor has submitted shop drawings which are being review.
 - 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- The entrance construction is being integrated into the roadway resurfacing plan for 2010.
 - Oak Forest Outfall- Met with general contractor to consider alternate repairs the failing CMP pipe under the privacy wall at 1517.
 - 2010 Roadway Resurfacing- Project was advertised on Sunday, July 4, 2010.
 - 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.
 - 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. Bids were received on April 29th and are scheduled for commission approval on July 20th.
- John Anderson Drive – Scheduled the kick-off design meeting. Survey is underway.
- 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- Finalizing plans for Coolidge Avenue and preparing the project for bidding.

- Administration:
 - Coordinated with FDOT mast arm replacement at Beach and SR 40.
 - Coordinate with FDOT – Ormond Beach’s projects in the MPO – FDOT.
 - Coordinated and resolved issues with FDOT on the permit for the SR 40 decorative street light replacement.
 - Processed invoices/pay requests totaling \$126,741
 - Prepared work authorizations totaling \$19,930
 - FEMA Hazard Mitigation Grant Program – Hand Avenue & Laurel Creek Drainage Improvements project – prepared quarterly status report.

- Customer Service:
 - Responded to SR 40 and Railroad Crossing uneven pavement.
 - Provided Rivergate Shopping Plaza as-builts and building plans for a developer request.
 - Tree locate @ 180 Deer Lake & Main Trail and Wildwood Intersection for Neighborhood Improvement Division.

- Meetings:
 - Met with Planning for the Granada Blvd underground of power lines.
 - Attended Halifax Utilities East Volusia Area meeting.
 - Attended FDOT intake meeting for Hand Ave ext and I-95 and SR 40 widening.
 - Met with surveyor regarding the NRCS ditch cleaning easements.
 - Took weekly measurement of the leaning retaining wall on Magnolia Ave.

- Other:
 - Completed water main isolation valve map for the Hand Ave Collector Rd Upgrade project.
 - Continued updating the City Fiber Optic as-built to reflect the vertical depth elevations of the conduit.
 - Acquired surface water elevations for all Central Park Lakes by tying into known benchmark elevations.
 - Staked the western right of way of S Halifax (Mulberry to Valencia) for proposed sidewalk construction.

- Street Maintenance
Asphalt / Concrete
 - Asphalt utility cut for Stormwater at Riverside Drive and Casements Drive
 - Repair asphalt depression in roadway at Harvard and Loyola
 - Patch pot holes on West Street
 - Repair asphalt on cul-de-sac at Ridge Trail
 - Repair shoulder of road w/lime rock on John Anderson Drive N/O Neptune
 - Repair hole in road at Brookwood Court
 - Repair pot holes citywide
 - Level asphalt on N. Beach Street at Alanwood
 - Repair concrete sidewalks at 1273 Royal Road

Tree Crew

- Trimming at City yards and City Hall (including Corbin St. parking lot at school).
- Pick up trash and litter on ROW-N. Orchard (SR40 to Wilmette) and Wilmette (US1 to Nova)
- Trimming at Memorial Gardens, 414 Main Trail, and bus stop benches at various locations
- Maintenance at Public Works Yard
- Clear sight obstruction of RR crossing signs on Hull Road at RR tracks
- Debris pick up at Nova Recreation
- Pick up large limb at 10 Shawnee Trail
- Trimming citywide

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
- Assist Wastewater @ Breakaway Trails Plant grading road
- DOT weed control on US1
- ROW trimming citywide
- Assist concrete crew with tractor at Forest Hills

Sign Shop

- Continue fabricating HIP street names for intersections along N & S Orchard Street
- Begin installation of HIP street names at intersections along N & S Orchard (intersections completed)
 - Lincoln Ave. & N. Orchard St.
 - Tomoka Ave. & S. Orchard St.
 - Mary St. & S. Orchard St.
 - James St. & S. Orchard St.
 - Jeanette Dr. & S. Orchard St.
 - Hammock Ln. & S. Orchard St.
 - Repair & replace signs at the following locations:
 - Oak Dr. & Neptune Ave., replaced missing stop sign, street names & post
 - Ormond Elementary School, replaced the following school crossing signs: 5-School "Crossing" signs, 3-School "Ahead" signs, 7-School "Arrow" signs, 1-"School" sign, 1-School 15 mph sign, and 3-"End School Zone" signs
 - Grove St. & Tomoka Ave., straightened leaning stop sign
 - SE Lucky Dr. & Bosarvey Dr., replaced a faded stop sign
 - S. Center St. & Tomoka Ave., removed graffiti from the stop sign
- **Stormwater Maintenance**
 - **Maintenance Crew**
 - Locates citywide
 - Carp Barriers – cleaned and inspected
 - Pump Stations – inspected and cleaned
 - Clean hot spot inlets
 - Inspect pollution control boxes (7) throughout the City
 - Vacon line cleaning – Sanchez Ave., Live Oak Ave., and Lorillard Pl.
 - Stake, video and take pictures of ditch cleaning and mowing of McLane Excavating

- Escorted Elwyn Cooper of NRCS around to inspect areas that have been mowed and dug out
- Repaired and installed fountain in ABC pond – now working
- Slope Mower – N. US1 to I-95 and also Buckskin Road
- Reachout Mower – Hull Road and SR40 West

Streetsweeper – Street Sweeping

- 121.6 miles of road cleaned
- 30.0 cubic yards of debris removed

• **Fleet**

PM Services completed for the week:

Emergency—Vehicles and Equipment

18

Non-Emergency Vehicles and Equipment

27

Road Calls for the week:

1

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):

Diesel

5,010 gals.

Gas

15,635 gals.

Comments:

All PM services are completed as scheduled and are up to date.

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.
- Water Plant 4 Log Virus Inactivation – Received a request for additional information from Volusia County Health Department.
- 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 use of supplemental potable water when high irrigation demand diminishes available pressure and storage needs.
- Annual Chemical Bid – The project is included in the advertisement for collective bids prepared by the City of Palm Coast.
- Cross Connection Control (CCC) Program Management Services: Awaiting feedback for submittal to VCHD requested survey of demographic information concerning City's CCC program. Address inactive account procedures regarding this program with Building Dept.
- Fire Hydrant Replacement Program – Award packet was prepared and sent to the legal department for inclusion on the 8/4/10 CC agenda.
- 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 scheduled for the middle of July. Centrifuge #2 is vibrating and shutting down. Centrate solids percentage is high. The Contractor was notified. Awaiting final summary of lab findings for centrifuge optimization and % solids production currently estimated at 16%. Asked Contractor to provide an update since further optimization may be needed. Chinchor Electric is connecting the lights at the reuse pump station to a power source at that location.
- Gravity Sewer Pipeline Repair – Specifications for repairs are being prepared.
 - Water Treatment Plant High Service Pump Station VFD Conversion - A final change order for \$26,764.40 is scheduled on the 7/20/10 City Commission agenda. The Commission Memo for the change order is being reviewed. Comments received have been incorporated. 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 was obtained. A work order was prepared for authorization. FPL notification form letter forwarded to the Contractor for signature.
 - Root Control Services – A contract award recommendation to Municipal Sales was submitted to the legal department for inclusion on the 8/4/10 City Commission agenda. The company has been asked to provide verification of registration in the State of Florida.
 - State Road 5 at State Road 40 (US1 & Granada). During the initial project shut down, a 10-inch valve was found to be incapable of isolating (or shutting off) the water supply main at a critical location under the SW paved area of the SR40/US1 intersection. An estimate of \$6,300 was obtained to remove the valves abandoned with the new main installation at the intersection and also replace the above described 10-inch valve. The valves were removed and the gate valve was replaced. Valve replacements near Granada-Halifax Intersection completed this week.
 - Wastewater Treatment Plant Expansion: A recommendation to award the project was prepared and is scheduled on the 7/20/10 City Commission agenda.
 - Water Plant Aerator Rehabilitation – The engineering report from McKim and Creed was reviewed. A meeting is scheduled with the engineer to discuss comments.
 - SPRC- Access routes to Wells 33H and 34H through Huntington Woods and Huntington Lakes are being evaluated. The easement prepared for access to Well 34H is acceptable. Olive Grove development plans were reviewed. The preconstruction meeting for Hunter's Ridge Lift Station and Force Main Extension was attended.
 - Received notification from the Engineering Division of a directional bore proposed at Clyde Morris Boulevard and Hand Avenue. The proposed bore is close to the water main on Hand Avenue, west of Clyde Morris Boulevard. Sent drawings of the intersection showing the utilities to the Engineering Division.
- Water Distribution
 - Replaced 4 residential water meters, installed 2 new water meter/services
 - Responded/ repaired 7 service leaks, 2 low pressure call, and 4 cloudy water complaints
 - Replaced 4 water services and 7 meter boxes/lids, Located 1 meter for the meter readers
 - performed maintenance on 5 city, 3 county, raised 1 city owned fire hydrants
 - Performed accuracy testing for the 4" meter (Osceola Elem.), 8" meter (Flagler County), 3" (300 Airport Rd), 2" at Julian's Restaurant per request from Finance Dept. All meters found within acceptable tolerance range.
 - Completed valve maintenance on E. Granada Blvd, Vining Ct, Seton Trail, N and S Halifax Dr
 - Performed flushing activities on Riverside Dr., E. Granada Blvd. Executed a mock shut down for the upcoming valve replacement at the intersection of E. Granada Blvd and Halifax Dr

- Performed shut downs for Masci Const. at US1 and W. Granada Blvd to remove the 10" valve, 2-6" valves and 30' of 10" WM, also shutdown the intersection of E. Granada Blvd and Halifax Dr to replace aged 3-6" valves and 1-8" valves prior to resurfacing project by FDOT.
- Replaced the timer and repaired the automatic flusher at 1455 N US1 Hwy (MBA Plaza)
- Cleaned and restock all trucks
- Water Treatment
 - Delivered 39.467 million gallons for week ending July 11 (5.638 MGD)
 - Backwashed 14 filters for a total of 700,000 gallons backwash water.
 - Produced and hauled 94.5 wet tons of dewatered sludge.
 - Wells 29H & 30H returned to service and placed on line upon completion of electrical feeder repairs on 6/19 and successful completion of bacteriological sampling and test results.
 - Well 37R disinfected after pump/motor replacement by Utilities Maintenance staff. Bacteriological sampling (20 samples total for 10 day consecutive period) completed on 7/14 and clearance obtained.
- Waste Water Collection - Reuse
 - Crews responded to three trouble calls out west Breakaway/Hunters Ridge and five in town.
 - Marty - crew cleaned seven sewer laterals and televised 1,075' of sewer main.
 - Butch and crews rehabbed two pep tanks. This is a total of thirty four tanks completed this year out of fifty planned for budget year.
 - Start cleaning up at wastewater plant with fleet.
 - Cleaned and fueled all buildings and equipment for weekend.
- Waste Water Treatment
 - Domestic and Industrial Wastewater flow was 25.50 Million Gallons
 - Produced 21.37 Million Gallons of Reuse
 - Produced 4.13 Million Gallons of Surface Water Discharge. Note higher surface water discharge this week due to maintenance cleaning of Chlorine Contact Tank and bypass of same.
 - Influent flows average for the week is 3.64 MGD, plant designed for 6 MGD
 - Hauled tons of sludge 191.65 (14%-18% Solids).
 - FDEP Pretreatment Plan Audit is planned for July 13, 2010.
 - Chlorine Contact Tanks and Equalization Basins were cleaned with no interruption in reuse service.
 - Commencement of the Pretreatment Local Limit Evaluation is planned to start in two weeks.
 - 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
 - Changed oil in LPRO feed pumps #3 and 4.
 - Powered up wells 29H and 30H, tested controls all good.
 - Replaced pump and motor at well 37R.
 - Checked Standish Booster station vacuum priming pump. Assessing tank levels during operational periods as to cause of loss of prime to pumps. The existing vacuum priming

- pump has been out of service for an extended period - attempt rebuild or replacement in upcoming weeks.
- Housekeeping activities around lift stations and booster stations grounds due to 4th of July firework festivity leftovers.
 - Repaired meter on well 27H
 - Found suction sides of DiscFlow pumps clogged with debris, cleaned and tested all ok.
 - Replaced 4" hose on North pit.
 - Built gantry crane received from purchase to assist in change out of heavy equipment.
 - Reset LPRO Clear well pump #1.
 - 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, 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.
 - Attended Weekly staff meeting

Wastewater Plant – Lift Stations – Reuse System

- Replaced RTU batteries at Castle Gate liftstation
- 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.
- Relocated plumbing at chlorine analyzers for operations.
- Reset motor starter post anoxic mixer #1.
- Annual crane inspections city wide with Advanced Overhead systems. Minor problems reported and all addressed.
- Removed Silent Knight Pump from final tank cleaning staging, cleaned and returned to storage area.
- Installed new Davit crane and winch assembly at post anoxic basin to assist in deragging operations.
- Painted Office/Equipment Library/Break area walls and floors in Maintenance building.
- Adjusted pump packing RAS pumps #3 and 4.
- Attended weekly staff meeting
- Scheduled off July 4th Holiday.
- Performed PM Service to all plant equipment.
- Deragg 4 submersible aerators.
- Monthly PM's to 26 Liftstations (cleaned and deodorized) also continuing with monthly valve exercise program.
- Annual PM's to 5 Liftstations. (pull pumps, etc)
- Utilities Division completed 67 work orders as reported in MP2 computerized maintenance management system, of which 43 were PM work requests and 24 were repair work orders.