

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report

Date: September 10, 2010

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

City Manager

Reviewed and prepared with staff as follows:

- Met with Assistant City Manager, Finance Director, and HR Director to choose the employee of the quarter, Officers Greg Stokes and Lloyd Cornelius were selected.
- Weekly staff meeting with Directors
- Worked with City Attorney on water related issues
- Strategy session on the beachfront property with Assistant City Manager, Finance Director, Leisure Services Director, Planning Director and City Engineer
- Met with Fire Chief on Fire Department issues
- Staff will be bringing forward a request to donate to Volusia County the City's old concrete planters (from the Downtown that are currently being replaced), to the County's artificial reef program.
- Weekly meeting with HR Director
- Monthly meeting with Risk Manager
- Weekly budget meeting with Assistant City Manager and Finance Director

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Attended Sign workshop
- Attended Pop Warner pep rally
- Attended Team Volusia meeting
- Attended Planning Board meeting
- Walk with the City Manager, three citizens attended, discussed form based code, code enforcement and non-native plants at Rockefeller

City Clerk's Office

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

- Meetings (Includes attending meetings, preparing packets, distributing material, setting up/clean up meeting rooms, recording and transcribing meetings):
 - City Commission Meeting
 - City Commission Sign Regulations Workshop

Community Development

- Planning
 - SB 360 has been found to be unconstitutional by the District Court in Tallahassee. Staff, after speaking with Linda Shelly, will continue to process the necessary amendments to the Comp Plan since the City indicated prior to SB 360 in the EAR that the emphasis in the Transportation Element would be more on multi-modal options and better efficiency out of existing roadway systems. Revenue forecasts based upon the maximum and most likely development scenario have been developed and costs have been gleaned

from the 2035 LRTP regarding frequency of service costs. A draft multi-modal CIE has been completed and policies are currently being drafted. It is hoped to have these amendments completed by the end of this week in order to meet the self-imposed deadline of November 1, 2010, for the Settlement Agreement and Remedial Amendments.

- Related to SB 360 are the numerous extensions of Development Orders and Permits based upon this bill. The extensions approved by the Department indicated in each letter to the applicant that should SB 360 be found not valid, the SB360 extension date would also be invalid and only the expiration date of the City would be applicable.
- Staff is in receipt of the final draft of the IJR/MJR Interchange Study for I95 at US1. Distribution has been made to Engineering and Economic Development for comments. Preliminary comments from a cursory review by Planning have been transmitted to Reynold, Smith & Hills, the city's consultant, with more in-depth comments possible. Two alternatives are offered by the analysis but alternative 2 which is recommended is the least viable and the environment cost differential between the most viable and least viable is less than \$4.25M. For the most part, I95 mainline and interchanges for the years 2016 and 2026 operate within acceptable level of service standards regardless of alternative. US1, SR40, and CR4011 have a number of intersections fail in 2016 while other offline intersections operate within acceptable level of service standards. It appears from a cursory review that alternative 2 may be much more expensive than outlined in the report since the City signed the Ormond Crossing Development Agreement and entitlements have now been provided. OC has not received approvals however for the actual zoning nor have individual site plans been approved so alternative 2 is still physically possible.
- Building Inspections, Permitting & Licensing
 - 36 permits issued with a valuation of \$166,910.00
 - 270 inspections performed.
 - 7 business tax receipts issued.
- Development Services
 - The SPRC will review Bright Beginnings at 499 South Nova - primarily landscaping renovations as the result of the site being vacant.

Economic Development

Ormond Crossings

- 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.
- Staff continues reviewing and working with Tomoka Holdings regarding the Planned Mixed Use Development plans, which includes procedures for the zoning and platting of the property.

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 September.
- Staff met with the CFO of Pace Analytical regarding their planned 8,000 square foot addition to their facility in the Airport Business Park, which will accommodate an increase in employment. Pace Analytical acquired Elab Corporation in 2008. Staff is working with

County Economic Development and Center for Business Excellence representatives to determine their eligibility and level of economic development incentives.

- Staff has designed solutions for Emergency Communication Networks (ECN), a high technology company in the Business Park, to construct a conduit and fiber cable between their current facilities located at 7 Sunshine Boulevard and 1 Sunshine Boulevard, which ECN has under agreement to purchase and expand their business and create approximately 20 new high wage jobs.

Ormond Beach Chamber

- Several subcommittees are to be established with specific tasks to provide marketing related strategies for the Economic Prosperity Committee. 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.

Prospective Business Attraction/Retention/Expansion

- Staff participated with the surrounding community economic development practitioners on weekly conference calls with the Team Volusia Economic Development Corporation (TVEDC), 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 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 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. A Board meeting was held to adopt the Corporate Bylaws and a variety of operational measures. Staff was elected by the economic development practitioners throughout Volusia County to represent them on the TVEDC Board of Directors.
- Staff participated in the Main Street Economic Restructuring Committee meeting. The Committee is reviewing economic development initiatives such as Brownfield's designation, development incentives, and business attraction strategies.

Airport Operation and Development

- Staff worked with the City Engineer, Consolidated Survey, Inc., and Hoyle, Tanner & Associates (HTA) to provide resolution to certain issues related to storm water drainage infrastructure at the airport, as part of a continuing effort to assist Sunrise Aviation with their plans to construct a new fuel farm adjacent to Taxiway "B". The City has elected to create an easement over a portion of drain pipe that bisects the fuel farm leasehold area in order to provide for future maintenance of the pipe. Consolidated Survey has completed work on the easement, which will shortly be provided to the City for recording.
- Staff completed efforts with the City Attorney and Hoyle, Tanner & Associates (HTA) to finalize submission of a City Commission agenda item to authorize execution of an amendment to the professional services agreement with HTA for design and construction administration services for the construction of Taxiway "A" and the rehabilitation of Taxiway "C."

- Staff previously prepared and submitted to FDOT a request to extend the expiration date of the current JPA being used to fund the cost of security upgrades at the airport. This JPA is scheduled to expire on October 1, 2010. Staff has requested an extension to February 1, 2011, in order that the City may have the fullest opportunity to evaluate vendor proposals to install security surveillance systems at the airport. Approval of this request has not yet been received, but is anticipated.
- Staff apprised representatives of the Euro American School of Aviation (EASA) that their continued use of public ramp space adjacent to Taxiway "D" for tie-down and storage of non-operational aircraft constitutes a violation of Section 3.3-53 of the Code of Ordinances, and requested immediate action to rectify this violation. Other individuals or FBOs at the airport who may be engaged in similar activities will also receive notice. It is of particular importance that the ramp space adjacent to Taxiway "D" be cleared of EASA's long-term storage aircraft, as the airport will soon host certain elements of the U.S. Department of Defense and related agencies as part of a cooperative national security operation. In order to successfully perform this operation, these agencies must utilize the Taxiway "D" ramp area for staging of mission aircraft.
- Staff received notice that the annual airport inspection by FDOT has been scheduled for September 15, 2010.
- All outstanding liability insurance issues with airport tenants have been resolved, with the exception of Ron Air, Inc. After consultation with the City Attorney, this tenant will either surrender their FBO category status or secure the required liability insurance. No business activity is currently being conducted at the airport by this tenant.
- Staff has been apprised that certain electric locking systems at the air traffic control tower may have been damaged by lightning. Wolen, LLC is under contract to maintain tower systems, and has investigated the problem. It has been determined that the control console for the tower and gate locks must be replaced, which will be scheduled as soon as the needed component(s) have been acquired.

Finance/Budget/Utility Billing Services

- On-going Projects
 - Preparation for fiscal year end and annual audit.
 - Public hearings to adopt the FY 2010-11 budget.
 - Prepared advertisement for FY 2011-11 budget.
 - Finalized self audit of payroll taxes. Additional assessment is \$27,700.
- Completed Projects - Weekly
 - Processed 58 Journal Entry Batches (# 4657 – 4844).
 - Bid 2010-33, N. Ridgewood Dr. Sidewalk Replacement was advertised in the News Journal and posted to DemandStar on 09/05/10.
 - RFP 2010-34, General Obligation Bond Series 2010-Bank Term Loan was advertised in the News Journal on 9/5/10.
 - RFP 2010-34, General Obligation Bond Series 2010-Bank Term Loan was posted to DemandStar on 9/7/10.
 - Bid 2010-31, Decorative Lighting Purchase-Downtown Streetscape, the opening of the bid was held. Eight submittals were received and one no bid received on 9/9/10.
 - Bid 2010-23, Open Top Roll-Off Container Filter, Letter of Intent was mailed to the one and only submitter on 9/9/10.
 - Bid 2010-26, Coolidge Avenue Road and Drainage Improvements, Addendum No. 1, posted to DemandStar on 9/9/10.
 - Prepared 153 Accounts Payable checks totaling \$741,023.66 and 22 Accounts Payable EFT payments totaling \$95,796.04.
 - Processed and issued 4,381 utility bills with billed consumption of water of 47,710k.

- **Public Information**
 - Press Releases
 - Meeting with the Manager – Date Changed (9/14)
 - Movies on the Halifax - “Monster House” (10/1)
 - Other
 - Citizen Contacts
 - Media Contacts
 - Employee Newsletter for September Completed
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, and closeouts.
 - Requested Volusia County to transfer Community Development Block Grant (CDBG) funds per City Commission approval at 9/7/10 City Commission meeting.
 - Other
 - Attended Local Mitigation Strategy (LMS) quarterly meeting

Fire Department

Weekly Statistics

4	Fire		
4	Fire Alarms		
3	Hazardous		
60	EMS		
5	Motor Vehicle Accidents		
23	Public Assists		
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99	TOTAL CALLS		<u>Medical Call Type</u>
1	Abdominal Pain	1	Heart Problems
1	Animal Bite	1	Ingestion/Poisoning
2	Assault	1	Medical Alarm
4	Breathing Problems	1	Overdose
2	Cardiac Arrest	1	Pregnancy/Childbirth
2	Chest Pain	1	Sick Person
1	Choking	2	Stroke
4	Convulsions/Seizure	2	Traffic Accident
2	Diabetic Problem	3	Traumatic Injury
1	DOA	3	Unconscious
7	Fall Victim	5	Unknown Medical
1	Headache		

49 TOTAL EMS PATIENTS TREATED

- Aid provided to other agencies: **15 calls – Volusia County (14), Daytona (1)**
- Aid received from other agencies: **4 calls - Volusia County**
- Total staff hours provided to other agencies: **16 hours**
- Total staff hours received from other agencies: **3 hours**
- # of personnel sent with EVAC to assist with patient care during hospital transport: **2**
- # of overlapping calls: **13**

Significant Incidents

Date: Saturday, August 28th

Type of Call: Structure Fire

Address: 1717 Evergreen Dr

Dispatch Time: 10:07 PM

Cleared Time: 2:41 AM

Jurisdiction: Volusia County

Units on Scene: Ormond Beach: Quint 92, Rescue Engine 93 & Battalion 90, Volusia County: 8 Units, Daytona Beach: 1 Unit

Incident Description: Provided automatic aid to Volusia County for a structure fire. Upon arrival flames were visible through the roof. Quint 92 supplied water to Volusia County Engine 11 from a 900' lay from the nearest hydrant. Structure was a total loss due to being a modular home and the extensive extinguishment/overhaul efforts to contain the fire to the attic. Fire is under investigation by the State Fire Marshal.

Date: Wednesday, September 1st

Type of Call: Vehicle Fire

Address: 289 Washington Pl

Dispatch Time: 11:32 PM

Cleared Time: 2:39 AM

Jurisdiction: Ormond Beach

Units on Scene: Rescue Engine 93 & Battalion 90

Incident Description: Responded to a fully involved vehicle fire with a structure in danger. Homeowner heard a loud sound and looked outside to see 2 people running away from his parked truck. Truck was engulfed in flames due to gasoline being poured into cab area and ignited. Witnesses saw 2 men with a gasoline container and witnessed them igniting the truck. Fire was mainly in the passenger compartment of vehicle and bed of the truck was filled with yard debris which was smoldering. A 1¼" jump line was deployed and fire was quickly under control with approx. 100-200 gallons of tank water. Ormond Beach Police Department (OBPD) responded to another location to apprehend one of the suspects with burns to his face and chest. He was placed in custody and transported to the hospital for treatment. The State Fire Marshall's Office investigated the scene and is working with OBPD in the investigation.

Operations

- The Fire Department began their seasonal Flu Shot Program on Wednesday September 1st. This week 24 vaccinations were administered.
- Met with Volusia County Medical Director and Volusia County Director of Emergency Medical Services regarding emergency medical dispatch.
- Worked on IAFF Local 3499 contract.

Training Hours

3 Building Construction
2 EMT Refresher Module 5
15 Preplanning
9 Pump Operations
14 Reviewed New Policies
2 Tactics

45 TOTAL STAFF HOURS

Activities

- Inspected 142 hydrants
- Conducted 4 fire inspections
- Updated 27 pre-fire plans
- Conducted monthly Health Care Providers CPR class – 10 students

Human Resources

- **Staffing Update**
 - **Job Requisitions**
 - Public Works/Drainage Maintenance – Maintenance Worker IV

 - **Approved/Active Recruitment**
 - Leisure Services/Recreation – PT Recreation Leader (Nova Community Center)
Closes: 9/17/10
 - Police Dept - Community Service Officer

 - **Screening/Interviews Scheduled**
 - Police Department – Police Officer (3) – 56 applications logged and forwarded to PD for review and short list.
 - Leisure Services/Community Events – Part Time Community Events Technician – After re-advertisement only one application was received and forwarded. Interview has been scheduled for this week.
 - Leisure Services – Office Assistant III, Administration. Received two internal applicants plus 46 external. Department decided to interview internal applicants first.
 - Police Department – Evidence/Crime Scene Technician, 40 applications received.

 - **Background/Reference Checks**
 - Public Works/Streets – Maintenance Worker II

 - **Job Offers**
 - Public Works/Streets – Maintenance Worker II – will begin employment on Tuesday, September 7th.

 - **Terminations/Resignations/Retirements**
 - Leisure Services/Administration – Office Assistant III resignation effective 9/8/10 due to relocation out of state.

 - **Promotions**
 - Public Works/Streets, Maintenance Worker IV from Drainage Maintenance promoted to Streets Supervisor, effective 9/1/10.

 - **Employee/City Benefits Program Update**
 - Open Enrollment meetings are scheduled for the week of September 13th & open enrollment will end September 23rd.
 - The first results of savings for City residents from the National League of Cities Prescription Discount Card Program to help cope with the high cost of prescription drugs is showing marked savings for those participating. Over 112 residents have utilized the program and have saved \$2,366.47 over two months.
 - Nationwide representative, Ruth Marquez, was here on Wednesday, September 8th, in the HR Training Room to conduct individual employee education meetings on the Nationwide deferred compensation program.

 - **City Events/Employee Relations Update**
 - The City Heart Walk team is preparing to have a pancake breakfast to be held in the H.R. Training Room on Friday, September 17th. The total raised to date towards our \$3,100 goal is \$2,240. The team is also working on the Poker Run to be held in October.

- Invitation for the Health Risk Assessment on October 8th at Public Works has been sent to employees.
- **Risk Management Projects**
 - Designing a centralized insurance review process for all purchases. Met with Finance staff and will finalize process within the next few weeks then schedule training for departments by the end of September.
 - Received approval of Insurance Requirements Resolution.
 - Received approval of Workers' Compensation Third Party Administration Services contract.
 - Submitted Agenda Item for renewal of Property & Casualty insurance.
 - Submitted Agenda Item for renewal of General Liability insurance.
 - Policy on Driver License History checks - First draft to Human Resources Director for review.
 - 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.
 - Planning for the Health Fair "First & 10: Better Health by the Numbers" for October 15.

Information Technology (IT)

- **Work Plan Projects**
 - Hardened Data Center – Project completed.
 - Server Virtualization – Implementation planning: modeling current environment
 - Document Imaging – City Clerk project – Preparation for RFP
 - iSeries system (HTE Sungard Naviline) - None
 - Windows Servers: - None
 - Networking System: - None
 - Work Orders: - 53 New work - 53 completed - 27 in progress
 - Virus Protection: - E-mail spam and virus prevention via MX-Logic service

Total Inbound E-Mails	52,589	Inbound E-Mails Blocked	43,579
Delivered Inbound E-Mails	8,841	Quarantined Messages	169
Percentage Good Email	16.8%	Virus E-Mails Blocked	385

- Notable Events: None.
- **Geographical Information Systems (GIS)**
 - Addressing Additions: 2 Changes: 116 Corrections: 0
 - Map/Information Requests: 12
 - Information Requests from External Organizations: 0
 - CIP Related Projects (pavement management, project tracking map): 0
 - Notable Events:
 - Relocated the GIS data repository structure to provide better access
 - Installed and configured software on the new OBGEO application server.
 - Upgraded LookingGlass Viewer to GeoBlade, ready for rollout to end users.
 - Trained 26 employees on the new GeoBlade product.

Leisure Services

- **Administrative Services**
 - Supervised "Movies on the Halifax"
 - Attended Public Works meeting
 - Attended City Manager weekly meeting

- Attended City Commission meeting
- SONC gym floor discussion meeting
- Attended strategy session – beachfront property
- Fencing around the skate court work began
- Gym project progress meeting
- Attended Pop Warner Pep Rally at Sports Complex
- Leisure Services Advisory Board meeting
- Attended GEA Negotiations

- Athletics
 - Luis Camacho is once again renting the soccer fields for his Sunday 11 v 11 Adult league. They play each Sunday at 10:00 a.m. The 6-a-side league also continued this Monday, playing at 8:00 p.m. after the youth practices.
 - The City's Adult Coed Softball Program, in its 18th year, continued its game season this week, with 14 teams competing. This is the second highest number of teams the City has ever had. Fourteen games were played this week, Tuesday through Friday, from 6:20 to approximately 10:15 nightly. Games are played at Softball Field 7.
 - The OB Girls Softball and the Lady Renegades continued their practices this week at the Nova Fields, as well as the Wendelstedt Fields and the Dale Buttleman Softball Quad.
 - OB Soccer Club competitive games have begun and will be played each weekend, some at the Sports Complex and some on the road.
 - City's Youth Flag Football Program started its practices this week at the Softball Quad. Three divisions have a total of 22 teams, which is over 200 participants. This is the largest Flag Football Program since Pop Warner came to town over 10 years ago. Games will follow in late September/early October.
 - The City's Men's Fall Softball League continued its regular season this week, with games Tuesday through Friday night. Eight teams are competing, with games at the Softball Quad or on Softball Field #7. The season will run through November.
 - The City hosted its annual Local Punt, Pass, and Kick Football Competition last week at the Softball Quad. Eighty five children competed, which is the most participation in 18 years.
 - Upcoming Activities: USSSA Baseball Tournaments; City's Youth Coed Volleyball Fall Program.

- Athletic Field Maintenance
 - Mowed baseball fields 1-4, three times a week
 - Mowed common areas
 - South Ormond: mowed outfield, prepped infield, cleaned tennis and basketball courts
 - Osceola Elementary: prepped 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 a 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 Sports Complex
 - Painted foul lines and prepared baseball fields daily for competitive teams practice and games.
 - Hosted the Xtreme Baseball League over the weekend
 - Cleaned up after daily use of the soccer fields
 - Prepped softball fields 1- 4 for Lady Renegade's competitive club practice

- Put out garbage cans and player benches on soccer fields
- Painted the full-sized soccer field for men's league
- Laid out 16 soccer fields for the beginning of the fall recreational soccer league
- Re-netted and placed soccer goals on the fields
- Began the fall season of adult coed softball
- Laid out and painted the football field
- Hosted the Ormond Beach Pop Warner football teams on Saturday
- Finished cleaning up the vegetation alongside of the drainage canal
- Began to lay a clay border on the fence lines of the softball fields

- Senior Center
 - Staff hosted normal evening programming including: Granada Squares Dance, Billiards, Tomoka Duplicate Bridge, and Daytona Community Church.

- Performing Arts Center
 - This week staff worked on painting floors in the backstage and control booth.
 - 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
 - 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, Greene Dance, CMT
 - The Performing Arts Center is preparing to host the following events:
 - Tommy Dorsey Orchestra 9/24/10 7:00pm \$20
 - Blues Brothers Jukebox Memories 9/25/10 7:00 p.m. \$15

- South Ormond Neighborhood Center
 - Jazzercise took place on Wednesday at 5:30 p.m.
 - Open weight room is available from 1:00 to 9:00 weekdays, 11:00 a.m. to 5:00 p.m. on Saturday and from 1:00 p.m. to 5:00 p.m. Sunday.
 - The splash pad is open from 10:00 a.m. until 7:15 p.m. for the spring and summer.
 - The gym will remain closed until further notice due to renovations.

- Community Events
 - Continued training of new PT Community Events Leader
 - Attended FRPA Seminar in Orlando last week
 - Weekly administrative tasks and office work
 - Continued working on Employee Health Fair tasks
 - Continued planning for Fall Events
 - Applications reviewed and interviews scheduled for Community Tech position
 - Assisted with Walking with the Manager
 - Attended Holiday events meeting

- Gymnastics
 - The Gymnastics Center is closed during the month of September for renovations. The insulation is now being installed in the ceiling.

- 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.
 - Nova Community Center started the first week of fall programs including the Phonics Game, the Activity Class and Miss Debby’s Dance Class.
 - Planning and preparation continued for fall programs and events for the Special Populations Division including sending flyers and announcements to the area mailing list, writing lessons plans and organizing supplies and equipment.

- The Casements
 - Tours continued this week from 10:00 a.m. to 4:00 p.m. daily.
 - The Casements Camera Club 30th Annual Show is ongoing, Monday – Friday 8:00 a.m. – 5:00 p.m. Saturdays from 8:00 a.m. - noon.
 - Yoga this week on Tuesday morning from 10:00 a.m. - 11:30 a.m. and Thursday evening from 6:30 p.m. - 8:00 p.m.
 - Tai Chi classes resumed this week from a summer hiatus, Wednesday night from 7:00 p.m. to 9:00 p.m.
 - Zumba classes continued this week on Tuesday and Thursday evening from 6:00 p.m. to 7:00 p.m.
 - Pilates classes continue every Tuesday and Thursday afternoon from 3:30 p.m. to 4:30 p.m.
 - The Casements Guild Crafters met this Thursday from 12:30 p.m. to 3:00 p.m. to continue working on crafts for the annual gala in December.
 - Guild members met with The Casements Coordinator to continue working on the historic tour scheduled for October 30, 2010.
 - Staff assisted with the weekly Farmers’ Market on Thursday from 8:00 a.m. to 1:00 p.m.
 - The Casements staff worked Tuesday to strike the Movie Night event and Casements Camera Club opening event.
 - The Casements staff set up Friday for a rental in the Dance Room on Saturday.
 - Photographer from Ken Smith Architects took pictures of the renovations inside and outside for their marketing brochure.

- Building Maintenance
 - Replaced 4 exit signs at the Senior Center
 - Replaced 8 street lights at various locations
 - Replaced defective speaker in the press box at the Ormond Beach Sports Complex
 - Replaced the pump at Fortunato Park
 - Removed shelving at Gift Shop at The Casements
 - Replaced shorted lights at The Casements
 - Installed signs at Ormond Beach Sports Complex and Nova Community Center for non-emergency contact
 - Replaced 5 parking lot lights at City Hall
 - Replaced 4 parking lot lights at South Ormond Neighborhood Center
 - Plumbing repair at Fire Station 92
 - Plumbing repair at Fire Station 93
 - Repaired the men’s room door at the Softball Quad

- Parks and Irrigation
 - Installed new riser and cap plug at Memorial Gardens

- Dug 20 foot zone line trench at Wastewater Plant
- Dug up mainline leak at SONC ball field
- Inspected contractor repair; ran all zones
- Removed damaged timer at Fortunato Park and replaced with new timer, reprogrammed and ran zones
- Installed six new rotors, reset timer, adjusted all rotors at Wastewater Plant
- Installed three new I-25 rotors at Fortunato Park
- Inspected medians #3-4 on West Granada; found no problems

Police Department

- Administrative Services
 - Property and Evidence Room audit and inventory continuing
 - Attended Volusia/Flagler Police Chiefs Meeting
 - Attended Citizens Law Enforcement Advisory Board Meeting
 - Attended PAL fundraiser
- Community Outreach
 - PAL staff met with first and fourth grade teachers at Ormond Beach Elementary School to explore the development of an environmental and science educational project to be incorporated in the classroom to increase math, science, and science-based writing skills.
 - PAL staff met with instructors at Ormond Beach Elementary School to complete the schedule for the SOP and the READ programs.
 - YDC held meetings to review ideas for regional community service projects. They will be participating in Ocean Conservancy Coastal Cleanup with Volusia County on September 25th.
 - The Cubs fundraiser held at Jackie Robinson Park raised \$99 to support youth programs offered through OBPAL. The next Cubs fundraiser is planned for July 2011.
- Community Services & Animal Control
 - Animal calls responded to: 144
 - Animal Bites: 3
 - Animal reports: 15
 - Animals to FHS: 17
 - Dogs Reclaimed: 2
 - Free TNR: 1
 - Alarm Warnings: 2
- Criminal Investigations
 - Cases Assigned: 56
 - Cases Cleared by Arrest/Complaint Affidavit: 20
 - Cases Exceptionally Cleared: 9
 - Fraud: 5
 - Burglary Business: 1
 - Burglary Residential: 10
 - Larceny Car break: 23
 - Grand Theft: 8
 - Auto Theft: 3
 - Offense Against Family/DCF Reports: 2
 - Missing Persons: 2
 - Recovered Missing Persons: 1
- Narcotics:
 - 8 Buy Walks and 5 Buy walk attempts.
 - 2 Search warrants

Comments:

- StyleMark Corp. reported that one of their employees was suspected of stealing several thousand dollars worth of sunglasses from their facility. The criminal investigation revealed that one of the employees has been shipping large amounts of sunglasses out of state to a residence in Georgia. The suspect was interviewed and confessed. It appears that the suspect has been shipping large amounts of sunglasses out of state since December of 2009. Approximately 4,000 pairs of sunglasses have been recovered as of this date. The suspect has been fired and criminal charges have been filed against the employee. Investigation continues.
- We have had several forced entry daytime residential burglaries. Investigators developed a description of a possible vehicle seen in the area of one of the burglaries occupied by two white males. A local bolo was sent out and a deputy observed the described vehicle leaving a Daytona pawn shop. The vehicle was stopped and Ormond Beach investigators responded to the location. Further investigation and interviews disclosed information that stolen property was being stored in a Daytona Beach Shores motel room. Several arrests were made and stolen property linked to several residential burglaries has been recovered. The subjects in question are from out of the area (transient types) and have been staying in low rent motels in the Daytona area. Investigation continues.
- Warrant obtained for a local man accused of sexual battery on his stepchildren. The suspect fled to Kentucky when he learned of the investigation. Investigators conducted several controlled phone calls with the suspect and Child Protective Team interviews were conducted with the victims. The exact location of the suspect was unknown until he was found hiding in some bushes in Holly Hill with a pair of binoculars spying on the victim's family. Suspect was arrested by Holly Hill P.D. for stalking and Ormond investigators served the sexual battery warrant on him (no bond).
- Several car burglaries and two residential burglaries have occurred recently in Zone 3 and 4. A suspect has been identified that resides on S. Washington St. Foot prints left at one of the burglary scenes have been matched to the suspect's shoes. Latent prints have been submitted for comparisons and charges are expected in the near future.
- Records
 - Walk - Ins / Window 167
 - Phone Calls 264
 - Arrest / NTA'S 32
 - Citations Issued 213
 - Citations Entered 171
 - Reports Generated 154
 - Reports Entered 171
 - Mail / Faxes / Request 115
- Operations
 - 9/2/10 - Car Break - Grove St, unlocked vehicle, ipod stolen.
 - 9/2/10 - Car Break - N Halifax - car entered and purse taken during daylight hours.
 - 9/3/10 - Assist outside agency, FHP was in a high speed pursuit with a grey dodge; the Trooper lost sight of the vehicle in the area of S. Ridgewood and Division Ave. OBPD officer found the vehicle in the backyard of residence on Flormond and detained the driver. Suspect and vehicle turned over to FHP.
 - 9/3/10 - Burglary - Parkside Ave - house broken into through garage - laptop computer, air-card and jewelry taken.
 - 9/3/10 - Burglary - Chrysanthemum - house broken into - two TV (s), jewelry and a pistol taken.
 - 9/3/10 - Trespass arrest of adult male transient at Birthplace of Speed Park.
 - 9/4/10 - DUI arrest - Santa Fe Ave

- 9/4/10 - Narcotics arrest - Southern Pine Trl. juvenile suspect.
- 9/4/10 - Violation of Probation arrest - 250 E Granada Blvd (CVS)
- 9/4/10 – Burglary - Fernway Dr. - suspect entered the home by removing the small windows in the utility room. Victim's purse was found in a different location in the house with her car keys, her son's house keys and \$120.00 in cash missing.
- 9/4/10 - Burglary-Residence, Scottsdale Dr, suspect entered the home through a window; unknown what was taken as owner was still compiling a list.
- 9/5/10 – Driving While License Suspended arrest - 600 block of S Ridgewood Ave.
- 9/5/10 - DUI arrest – W. Granada Blvd. / S. Beach St.
- 9/5/10 - Car Break - Oak Forest Dr; wallet, sunglasses, identification cards and credit/debit cards.
- 9/6/10 - Domestic Violence arrest – Bosarvey - boyfriend –girlfriend incident. Adult female arrested.
- 9/6/10 - Vandalism - Benjamin Dr. - sugar put in fuel tank.
- 9/6/10 - Burglary - Warwick Ave. –forced entry to the front door. \$10,000.00 worth of jewelry taken.
- 9/6/10 - Domestic Violence - McIntosh Rd – adult male arrested.
- 9/6/10 - Florida Wildlife Commission officer and Wildlife Trapper shot a 9ft.+ alligator stuck in a storm drain at Sherbourne/Wandering Oaks.
- 9/7/10 - Car Break - Havenwood Trail - bowling equipment taken.
- 9/7/10 - Car Break - N Perrott Dr. - construction equipment stored on a vacant lot. Copper wire taken.
- 9/7/10 – Burglary - Kidsco - Business Center Dr. Laptop, modem and router taken.
- 9/7/10 - Car Break - S Atlantic Av. at the scene of a residential burglary. Camera equipment taken.
- 9/7/10 - Burglary - S Atlantic Av. - laptop, camera equipment, iPhone and cash taken.
- 9/7/10 - Car Break - Lake Walden Trl. Unlocked vehicle. Nothing taken
- 9/7/10 - Burglary - Fairview Ave.
- 9/7/10 - Larceny - Meadowmist - occurred since last Saturday night. Jewelry taken from the residence.
- 9/7/10 - Car Break - Greenwood Ave.
- 9/8/10 – Burglary - Willow Run – the front porch, garage and a vehicle were entered. The homeowners saw a suspect running from the back yard. K-9 and Air 1 responded to no avail. The residents waited 5 minutes before calling to report the incident.
- 9/8/10 Car Break at Wal-Mart - pressure washer taken from back of truck while subject in store.
- 9/8/10 - Auto Theft from Pace Center – Central Ave.
- 9/8/10 – Burglary - North Laurel Creek Way - suspects broke out garage window and entered residence and removed two TVs, two laptops, cash and jewelry.
- 9/8/10 – Burglary - Aucuba Way - Unknown if anything is missing at this time.
- Traffic Unit
 - 10-08-00512 - Traffic Stop/Arrest - 500 BLK S. Atlantic Avenue: Motorcyclist stopped for under-aged operator with no helmet. His driver's license had been suspended for failure to appear in court.
 - 10-09-00588 Assist Outside Agency - Assault w/ Firearm - 800 BLK S. Nova Road: Suspect threatening someone with a gun in Holly Hill was spotted fleeing the area on Nova Road. Patrol units stopped the vehicle. The gun was located within the vehicle and HHPD arrested the suspect.
 - 10-09-00005 DUI Crash - Hand Avenue / Nova Road: Motorist under the influence of prescription medication caused a rear end crash at the westbound red light. He was taken into custody after several signs of impairment observed during field sobriety exercises.

- Enforcement of ongoing complaints of speeders on Division Avenue, Hand Avenue, and Fleming Avenue through the Central Park area.
- Survey was conducted of Osceola Elementary School area for complaint of speeding parents dropping off their children in the morning. SMART trailer survey revealed an average speed of 19 MPH. The complaint appears to be unfounded, but we will continue to monitor the area. School staff was advised of the problem.
- Hunter's Ridge was heavily patrolled due to traffic complaints from the HOA, alleging that non-residents are cutting through the subdivision from the Airport Road extension.
- Variable Message Board deployed for Fire Department to advertise flu shots and to make motorists aware of the Over the Limit/Under Arrest campaign during the Labor Day holiday.
- Over the Limit/Under Arrest (increased traffic enforcement) campaign from August 20 to September 6 yielded the following results:
 - 6 DUI arrests
 - 2 drug arrests
 - 6 other arrests
 - 1 fugitive apprehended
 - 1 stolen vehicle recovered
 - 48 criminal citations / arrests suspended licenses
 - 7 criminal citations / arrests for reckless driving
 - 13 safety belt citations
 - 57 citations for uninsured motorists
 - 127 speeding citations
- Traffic Citations 165
- Parking Citations 9
- Crash - No Inj. 12
- Crash - Injury 4
- Crash - Fatal 0
- Selected Traffic Enforcement Patrol (S.T.E.P.) Locations
 - Total Citations Issued on S.T.E.P.: 110
 - Self-Initiated Enforcement Locations:
 - 1200 BLK N. US 1
 - 500-800 BLK Division Avenue
 - 300-600 BLK Hand Avenue
 - 600 BLK Main Trail
 - 700 BLK Fleming Avenue
 - 2000 BLK SR 40
 - SR A1A
 - Enforced Complaints:
 - Central Park area (Division, Hand, Fleming)
 - 100-500 BLK Clyde Morris Blvd.
 - 500 BLK S. Ridgewood Avenue
 - Hunters Ridge
 - Osceola Elementary
 - Ormond Beach Middle School
- Neighborhood Improvement
 - Weekly inspection statistics by Commissioner Zones
 - Zone 1: 6 Cases Initiated
 - Zone 2: 8 Cases initiated
 - Zone 3: 5 Cases initiated
 - Zone 4: 9 Cases initiated
 - 6 tree removal permit requests
 - 50 signs either removed or sign cases created.

- Administrative staff assisted with seventy (70) telephonic inquiries.

Public Works

Engineering

- US1 Forcemain Extension Phase II- Asphalt base was paved in the repair area. Staff and consultant met with contractor and FDOT to discuss watermain bridge attachment details.
- Rima Ridge Wells 54, 55 & 56- Progress meeting was held on site. Well 54 drilling development is 90% complete.
- Water Treatment Plant Dist. System Phase II- Low bidder was nonresponsive in executing contracts. Staff is preparing to move to next lowest bidder.
- Oak Forest Outfall- Purchase Order has been made to line stormdrain pipe with cured in place PVC.
- 2010 Roadway Resurfacing- Bid awarded at Commission meeting.
- South Ormond Neighborhood and Gymnastics Centers Improvements- New roof system and ceiling have been completed. Contractor began to dismount gym equipment to be relocated for new ceiling installation.
- South Ormond Rec Center Lighting- Prepare list of items still left to be completed.
- North US1 – Landscape Renovation – The contractor began work on September 7th.
- Sunshine Blvd Monument Signage- Structural drawings are being prepared for permitting. All the materials have been ordered.
- Nova Passive Parks- Staff has schedule a September 10th meeting to tag the proposed trees before shipping. The contractor will begin installing the irrigation and near the end of September.
- Downtown Street Tree Replacement- Staff is tagging the proposed trees before shipping. The contractor will begin removing the existing Bradford Pears near the end of September.
- City Hall Parking Lot Repairs- The contractor is scheduled to begin work the week of September 20th.

Design Projects

- Alcazar-Buena Vista Area Drainage Improvements- The project is being divided into two components/drainage basins for purpose of permitting through SJRWMD.
- Sanchez Avenue Stormdrain- Purchase order is being made for replacement of two culverts towards the west end of the roadway.
- OBSC Boundless Playground- Staff has finalized the design and tentatively scheduled the bid award for the October 19th City Commission meeting.
- Hull Rd. & US1- Held pre-bid meeting.
- Ormond Scenic Loop- Responded to questions on RFQ.
- SR40- A1A to Nova Interconnect- Prepared CC memo for LAP agreement.
- Ridgewood Sidewalk- Obtained right of entry with affected residents.
- Vining Court- The consultant is revising the plans and project manual for bidding. The project will be advertised for competitive bids in September.
- Granada Bridge Decorative Pole Replacement- The equipment purchasing was advertised on August 22nd for competitive bids. The opening was held on September 9th.
- Memorial Gardens Well Replacement- Staff will pursue extending reuse water to irrigate the gardens and fill the ponds as the existing wells have failed.
- Downtown Wayfinding Signage- Staff has reviewed the 90% plans with minor comments. The project will be advertised for competitive bids in September.
- Stormwater Study – Staff is working with FEMA to incorporate Phase I recommendations into the existing approved HMGP grant for Hand Avenue.
- Wastewater Treatment Plant Expansion and Rehabilitation – Finalizing value engineering considerations.

- John Anderson Drive – Scheduled meeting with consultant and utilities to perform a field walk-thru in order to identify all problem areas and required improvements.
- EVRWA Nova Canal Flood Control Study– Final report was submitted and is being reviewed.
- Hand Ave./Coolidge Avenue Roadway and Drainage Improvements- Coolidge Avenue is currently advertised for bids and will be constructed separately from Hand Avenue in order to start construction on the stormwater improvements.
- Joint Permit Center – Staff received the final GMP and will present this to the CC for approval at the September 21st meeting.

Administration

- 206 River Bluff dock permit
- Submitted information for State of City program
- Processed LFA for SR 40 A1A to Beach St.
- Obtained approval for alternate bike lane for SR 40 from Washington to Beach St
- Field meeting on Sports Complex and airport communication line and surveillance
- Issued 3 ATT franchise permits.
- Issue a TECO permit.

Customer Service

- Completed property ownership research at Fairview and Beach for Streets Div. request.
- Continued research of FDOT rights-of-way for sign violations per Streets Division request.
- Tree locates for NID

Other

- Continued updating the City fiber optic as-built to reflect the vertical depth elevations of the conduit.
- 232 S Beach St dock permit assistance with homeowner.
- Began cross sectional surveys of Rosewood for sidewalk project.
- Completed sketch and description of McDonalds and Flagler Ave. parcels for annexation agreement.
- Attended GeoBlade training.
- Investigated the little stop sign installed on Clyde Morris and Old Tomoka Rd for pedestrian and bikes.
- Investigated the traffic flow around Osceola Elementary.
- Met with Ned Kraft at Domicilio and Ridgewood concerning striping for crosswalk.
- 36 projects were inspected.
- 38 roads were inventoried for pavement condition index.

- **Street Maintenance**

Asphalt / Concrete

- Repair 74' x 6' sidewalk on N. Beach from Larisa Terrace to Petrea Terrace
- Asphalt Water Department utility cuts on Neptune Ave. and at Arbor Dr.
- Asphalt Stormwater utility cut on Division Ave. at Bostrom
- Repair potholes at Sauls St. and at Castlegate

Tree Crew

- Trimming at City yards and City Hall (including Corbin St. parking lot at school).
- Picked up trash and litter on ROW-N. Orchard (SR40 to Wilmette) and Wilmette (US1 to Nova)
- Ground stump at S. Arbor Dr.

- Removed flags on Granada Bridge
- Trimming at Airport Sports, Lakebridge, bus stop benches and other 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 in Public Works Yard
- Picked up equipment at Fleet
- DOT weed control, finished Nova, then Hand Ave. south
- ROW trimming citywide
- Checked 575 Cameo Dr. sinkhole

Sign Shop

- Continued checking zone SM3 for repair or replacement of signs
- Striping work being done by Better Barricades on North Halifax Dr. @ E. Granada Blvd., S. Ridgewood Ave. @ W. Granada Blvd., and Spring Meadows Dr. will begin within the next 2 weeks
- Repaired or replaced signs at the following locations:
 - Capen St. & Scottsdale Dr., replaced the stop sign, street names & installed a new post
 - Gallaten Rd. & Chardon Rd., replaced the stop sign & street names
 - Vanderbilt Dr. & Military Blvd., installed new street names & post
 - Scottsdale Dr. & Military Blvd., replaced the street names and a "No Trucks" sign
 - 1212 Vanderbilt Dr., replaced a 90 degree left arrow warning sign & 15 mph advisory plaque
 - Wilmette Ave. W/O N. Orchard St., replaced the post for the "reduced speed ahead" sign that was hit by a vehicle
 - Hidden Hills Dr. & Timberlake Ln., replaced a stop sign & post hit by a vehicle
 - Scottsdale Dr. & Forest Hills Blvd., replaced stop sign, street names & raised post
 - 221 Forest Hills Blvd., replaced a 24" "No Outlet" sign & post
 - Thackery Rd. & Biltmore Dr., replaced the street names & straightened the post
- **Stormwater Maintenance**
 - Maintenance Crew
 - Locates citywide
 - Carp Barriers – cleaned and inspected
 - Pump Stations – inspected
 - Reachout Mower – Lakebridge, Ballfields, North and South ponds, to Fleet for service
 - Division Ave. – cut out low spot in asphalt, repaved over it
 - Worked at Wastewater Plant moving equipment
 - Filled two roll offs with scrap metal
 - Emptied Stormwater Bay of equipment, built racks for storage
 - Investigated sinkholes and pipe on SR40 at Church, 1225 W. Granada
 - Chemical spraying on S. Beach St. and Fairview Ln.

Streetsweeper – Street Sweeping

- 109.7 miles of road cleaned
- 21.0 cubic yards of debris removed

- **Fleet**

PM Services completed for the week:
Emergency—Vehicles and Equipment
9

Non-Emergency Vehicles and Equipment
14

Road Calls for the week:
4

Accidents for the week:
1- #066 PD

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

<u>Diesel</u>	<u>Gas</u>
9,280 gals.	11,324 gals.

Comments:

- Fleet operating activities are normal.
- Fleet continues to do the annual pump testing for fire apparatus. No deficiencies to report at this time.

- **Utilities Division**

- Preparing a response package to the request for additional information (RIA) correspondence received from the SJRWMD review of the City's Consumptive Use Permit (CUP) Compliance Report submittal. The population projection numbers were revised and a time extension was granted to submit the information.
- Water Plant 4 Log Virus Inactivation – Preparing a response to the request for additional information received from Volusia County Health Department.
- Breakaway Trails Irrigation System – Controls installation for activating optimizing the pond pump and the supplemental well settings for better managing the irrigation supply has been completed.
- Annual Chemical Bid –The City Commission memo was prepared and a submitted to the City Attorney's office for inclusion on the September 21st City Commission agenda.
- 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 Div.
- Fire Hydrant Replacement Program – Awaiting receipt of executed contract documents from the vendor prior to scheduling notice to proceed.
- Ormond Beach Wastewater Treatment Plant Rehabilitation Project – Staff will prepare Change Order #2 upon successful results of installation of the modified impeller bolts to demonstrate that ragging at the influent pump station is reduced or eliminated. Pump #1 clogged with rags. The manufacturer indicated that a minimum flow rate of 3,000 gallons per minute (gpm) is required to pass rags. One bar screen was bypassed to determine if rags are being pumped into the plant. The results were inconclusive. Further investigation is warranted. Further training on the centrifuges will be scheduled.
- Gravity Sewer Pipeline Repair – Prepared a commission memo and sent the Polk County bid package to the City Attorney's office for inclusion on the September City Commission agenda. The intention is to piggyback the Polk County bids for manhole rehabilitation.
- Water Treatment Plant High Service Pump Station VFD Conversion - Additional changes are required for the record drawings.
- Lift Station Repair and Replacement Project. All of the lift stations are completed except for 6M. The doors, handrail, light and ladder remain to be installed at lift station 6M. The invoice from Florida Power and Light was received to install a new pole at the Lift Station OM location.

- Roll Off Container Filter: Purchase of the filter was scheduled on the September 21, 2010 City Commission agenda.
- Root Control Services –Awaiting receipt of executed contract documents from the vendor prior to scheduling notice to proceed.
- State Road 5 at State Road 40 (US1 & Granada) - Power poles are being relocated by FPL.
- Wastewater Treatment Plant Expansion: Prepared an updated table showing how the value engineering items were evaluated to determine if they were worth further consideration. Attended the preconstruction meeting.
- Water Plant Aerator Rehabilitation –The alternative selected will brace the exterior walls of the structure instead of replacing it. Aerator trays will be inspected to determine whether replacement of them is warranted. A proposal was received from the manufacturer to rehabilitate the aerators. A sole source memo will be prepared recommending that the manufacturer that provided the aerators be used to perform the rehabilitation
- SPRC – Reviewed revised plans for E-Lab Expansion. Determined the easement requirements for a hydrant at the Race Trac at the intersection of SR 40 and I-95 and sent the information to the Planning Department for their use in preparing an easement description.

Water Distribution

- Replaced 2 residential water meters
- Responded to 14 leaks, 2 low pressure calls
- Flushed 8 cloudy water complaints, assisted 2 customers with misc. water issues
- Replaced 6 water services, and 26 water meter boxes/lids, and disconnected 3 water services
- Meters tested for accuracy :4"-1327 N. US1, 4"- YMCA, 4"-Fair Oaks Condominiums, 3"-1230 N. US1, also tested a ¾" residential meter due to billing issues
- Performed maintenance on 11 fire hydrants in Hidden Hills, Trails North 40, and Spring Meadows subdivisions
- Assisted contractor with fire line shutdown to repair DDC backflow preventer at Public Storage
- Repaired a 2" WM break on Osceola Ave, and a 6" WM break on Breakaway Trail
- Repaired the 2" bypass attached to the 3" meter serving 1230 N. US1
- Shutdown the 12" WM for the contractor to tie-in the new 12" WM at the Tomoka Bridge on US1, restored service and flushed
- Raised the 8" WM serving the BAT interconnect on Airport Rd in preparation of an 8" meter installation for recording augmented potable water usage

Water Treatment

- Delivered 38.349 million gallons week ending September 5 (5.478 MGD)
- Backwashed 11 filters for a total of 384,000 gallons backwash water
- Produced and hauled 67.5 wet tons of dewatered sludge
- Annual THM / HAA sampling completed
- Water quality distribution system flushing completed
- Bacteriological sampling and testing on well 5D completed. All samples passed and are being submitted to FDEP

Waste Water Collection - Reuse

- Crews responded to thirteen trouble calls out west Breakaway/Hunter's Ridge and four in town.
- Butch and crew completed cleaning back of wastewater plant.
- Cleaned and fueled all buildings and equipment for weekend.
- Marty and crew still flushing irrigation system in HR. & BAT.

- Repaired 3" water line in yard.
- Repaired sewer at 35 Winding Creek.
- Checked irrigation system at Breakaway and Hunters Ridge.

Waste Water Treatment

- Domestic and Industrial Wastewater flow was 24.85 Million Gallons
- Produced 16.37 Million Gallons of Reuse
- Produced 8.48 Million Gallons of Surface Water Discharge
- Influent flows average for week is 3.55 MGD, plant designed for 6 MGD
- Hauled tons of sludge 64.32 (14%-18% Solids).
- Pretreatment Local Limit Sampling is complete and evaluation will begin upon receipt of laboratory test results.
- Operations support provided for contractor activities at plant site associated with Phase 1 WWTP Rehabilitation Project.
- Attended preconstruction meeting for upcoming WWTP Rehab-Expansion Project Phase 2.

- **Utilities Maintenance Division**

Water Plant - Well Fields - Booster Stations

- Reset HSP #4, evaluating motor for possible winding failure or limit switch settings.
- Closed Leeway Fill valve for operations, valve was not seating all the way causing tank overflow.
- Rebuilt shop steam pressure washer.
- Installed timers on light switches at new Division Ave. wells
- Isolated vacuum leak at Standish Booster station, it was on suction of #1 pump. Repaired
- Repaired connection to Halifax Hospital RTU that feeds distribution pressure data to water plant.
- Added oil to Leeway tank Fill pump, pump is losing oil regularly, possible seal leak, will investigate further
- Ordered 1200 amp breaker for aerator building and equipment. Lowest price is \$6800. Placed order for replacement breaker. Circuit breaker is needed to isolate equipment during extended work to aerator pumps.
- Completed work on installation of portable generator tie in to aerator pump #2. This will allow operation of lime softening facility in event of power failure to Aerator room.
- 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.
- Installed pressure switch at Hull Road irrigation well for baseball fields.
- Cleaned shop and put away spare parts.
- Performed Reuse pump station PM's and repairs. See below.

Wastewater Plant – List Stations – Reuse Systems

- Replaced 50 HP pump motor at Shadow Crossings reuse pumping station.
- Installed automatic 3" potable fill valve and hooked up to tank level controller to come on at 8'.
- Removed power from back storage building at WWP for expansion project.
- Installed 2 new generator plugs and receptacles at WWP maintenance building to store portable generator sets.
- Changed contacts to Motor starters at Halifax Hospital, phase monitor went bad causing motor starters to chatter and burn themselves out.
- Adjusted level display to SCADA at Breakaway Trails irrigation pump station.

- Adjusted probe floats at 1P liftstation after trouble call for pumps not alternating operation times. Also replaced both vacuum dome sets.
- Replaced main drive chain Barscreen #2.
- Deragg plug valve Centrifuge feed pump #2.
- Assisted operations staff cleaning tele-valves on clarifiers.
- Rebuilt spare RAS pump motor.
- Repaired mix flush valve Deer Creek liftstation.
- Cleaned sump well and floor trough at RAS/WAS and Recycle rooms.
- Assisted operations deragging recycle pumps.
- Attended weekly staff meeting
- Performed PM Service to all plant equipment.
- Deragged 4 submersible aerators.
- Monthly PM's to 15 Liftstations (cleaned and deodorized) also continued with monthly valve exercise program.
- Annual PM's to 0 Liftstations. Technician temporarily assigned to water plant for cross training.
- Utilities Division completed 94 work orders as reported in MP2 computerized maintenance management system, of which 56 were PM work requests and 38 were repair work orders.