

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: October 22, 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:

- Claims Committee Meeting
- Discussion with staff on bond issue, indebtedness and other financial matters
- Signed closing documents for beachfront property

Spoke to, attended and/or met with:

- Attended Rotary meeting
- Met with Joe Bourassa, citizen, on water issues
- Attended Shade meeting
- Attended Mayor's farewell reception
- Attended and presented awards at the City's Employee Appreciation Day luncheon
- Met with Jon McGrath, Waste Management, on transfer station issues
- Attended the Civil Air Patrol training mission
-

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
 - Neighborhood Improvement Advisory Board
 - Pension Board Trustee Education Workshop

Community Development

Planning

- The Department has been extremely busy finalizing the amendments negotiated between DCA and the City through our legal counsel, Linda Shelley, who is located in Tallahassee. It appears that the City may be the first in Volusia County and one of only a few communities in Florida to have a multi-modal strategy reviewed and accepted by DCA under SB360 which is under appeal at this time. The strategy will permit the City to establish Transportation Concurrency Exception areas on US1, A1A, and SR40. In return, the City must assess a mobility fee regarding roads, transit, and non-motorized travel. The positive aspects of this for future development include: no traffic studies will be required; and concurrency will not be an issue on state and local roads. The City has indicated in the Multi-modal Strategy that a similar mobility fee solution will be needed to address county roads.
- Staff met with Tomoka Holdings at their office concerning the Planned Mixed Use Development application filed in September for Ormond Crossings. The SPRC issued a response to the application which had 65 comments. A second revised submittal will be made by Tomoka Holdings.

- Staff met with TPO representatives on Monday. It sounds like they have funds available this year to do our Phase III sidewalk from Shadow Run to Airport Road Extension. Estimated cost is at \$587K and some change. If completed, all the subdivisions from Tymber Creek Road west will be connected to an 8 foot sidewalk. The City's match is 15% or \$88,050 however we have some of this in match (hired engineer to design + CEI + LAP paperwork). Some cash match will be required since the soft match or in-kind contribution will not meet the entire 15%. The first phase sidewalk which remains uncompleted (I95 to TCR) is planned to be built by Hunter's Ridge as part of their mitigation. HR will make a payment to FDOT of \$1,346,497 prior to the issuance of 1,000 certificates of occupancy for development within the DRI that cumulatively generates 1,000 net external p.m. peak-hour trips. The payment shall be applied towards the design, permitting, and right-of-way acquisition of the improvement to SR40 from Tymber Creek Road to Williamson Boulevard. Prior to the issuance of certificates of occupancy for development within the DRI that cumulatively generates 2,243 net external p.m. peak-hour trips, and before any permits are issued for any development in Phase 2 of the DRI, HR will complete construction of the six-laning of SR 0 between Tymber Creek Road and Williamson Boulevard, which shall include all intersection improvements and associated signalization improvements as required by FDOT in the proportionate share agreement.

Building Inspections, Permitting & Licensing

- 39 permits issued with a valuation of \$433,299.00
- 179 inspections performed.
- 5 business tax receipts issued.

Development Services

- The Department has received the following:
 - Cardinal approach life guard station for SPRC review and comment; and
 - Bright Beginnings at 499 S. Nova has submitted for final SPRC approval.

Economic Development

Ormond Crossings

- Staff met with Tomoka Holdings' engineers for a second round of meetings to discuss the Planned Mixed Use Development plans and design standards for the Commerce Park and Town Center.
- Staff submitted an application to the Florida Planning and Zoning Association Surfcoast Chapter for Ormond Crossings as the Outstanding Master Plan Project of 2010. The selection process will be completed in November and the award dinner will be held on December 10 at the River Grille Restaurant in Ormond Beach.
- Joe Mannarino met with CANDO members to discuss the Ormond Crossings project.

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 mid-November.
- Staff met with the CEO 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. The site plan is being finalized. Staff is working with County Economic Development and Center for Business Excellence representatives to determine their eligibility and level of economic development incentives. **Volusia County has approved a local 20% match for a State tax credit as part of the Qualified Target Industries economic development program. An application is also being prepared to the County for Industrial**

Revenue bonds. Staff is working with Pace to complete an application for ad valorem tax abatement, which will be presented to the Commission.

- Guardian Pharmacy, located at 9 East Tower Circle, is completing plans to relocate to 10 Aviator Way. The relocation would more than double the size of the facility from 5,400 square feet to 12,000 square feet and increase the work force from 35 to 40. Guardian provides medical supplies to group home institutions in Volusia County.
- Staff met with the management of Emergency Communication Networks (ECN), a high technology company in the Business Park, to finalize plans for constructing a conduit and fiber cable between their current facility, 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. Staff will process the plan and application for the conduit project when it is filed.

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.
- Mary Rhodes, has resigned her position as Executive Director and staff is working with the interim Executive Director, Tony Capozzi.
- Staff is working with the Chamber and a local bank on the feasibility of formulating a business loan pool program.

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.
- Staff continues working closely with Energizer management on a number of other site and transportation matters.
- Staff continues discussions with Putnam State Bank, a prospective buyer of the Billy's Tap Room property, regarding reopening and renovating the restaurant.

Special Economic Development Projects

- Team Volusia Economic Development Corporation (TVEDC) is conducting interviews of CEO candidates. A series of meetings and tours are being arranged for the candidates on November 4.
- Joe Mannarino was elected by the economic development practitioners throughout Volusia County to represent them on the TVEDC Board of Directors. The first Practitioners Council meeting was held to formulate a process for practitioners to develop shared and individual City economic development goals and objectives that would be presented to the Board.
- Staff met with Executive Director Maggie Sacks and the Main Street Economic Restructuring Committee to discuss economic development initiatives such as Brownfield's designation, development incentives, market GAP analysis, and business attraction strategies. A meeting with George Houston of Florida Department of Environmental Protection is scheduled for November 10 to discuss the Brownfield's program.

Airport Operation and Development

- Staff continued to work with the City Attorney this week regarding a proposal from Advanced Cabling Solutions, Inc., for the installation of surveillance cameras at the airport.
- Staff participated in a pre-construction meeting for the new Sunrise Aviation fuel farm this week. Minor changes to the construction plans were requested and completed as a result of the meeting, and construction of the fuel farm is scheduled to commence at the airport on Monday, October 25th. Staff is coordinating with FAA to ensure that all required documentation has been submitted for this on-airport project.
- The United States Air Force and the Florida Wing of the Civil Air Patrol, operating out of CAP facilities at the Ormond Beach Municipal Airport, are providing aircraft and staffing to support a multi-state Army National Guard training exercise. The training mission, Exercise America's Shield, is a pre-deployment field training exercise in support of the National Capital Region Integrated Air Defense System. The Civil Air Patrol has completed over 50% of the mission, which in sum will encompass a period of nine days. When completed, CAP will have flown 300 flight hours and 85 sorties in 8 aircraft. So far, 41 volunteer CAP members have participated in various positions, contributing over 1,500 man hours to this important national security mission. While CAP will purchase \$15,000 worth of aviation fuel during the mission and occupy 27 local hotel rooms, the overall cost to the Department of Defense is less than 20% the cost of using military aircraft and crews – and the military does not have aircraft comparable to what is needed for training. The overall economic benefit to the City of Ormond Beach (as host of this exercise) is expected to be approximately \$50,000.00.
- Staff continued to work this week with the FDOT Airport Inspection and Safety Manager to address a deficiency indicated in the 2010 FDOT Annual Airport Inspection Report. The Airport was inspected by FDOT on September 15, 2010. The resulting report indicates that the Runway End Identifier Lights (REILs) on Runway 17 are not equipped with frangible mounts, which are designed to break, distort, or yield in the event of a collision. **Staff conducted a follow-up inspection of these REILs, and established that the mounts are frangible. Staff has provided FDOT with photographs and documentation in an effort to have this deficiency finding reversed.**
- Staff was contacted this week by representatives of the Travel Channel in Los Angeles, California. The Travel Channel will be filming a documentary in the area regarding military veterans, and requested information about local aviation facilities and resources related to military aviation.
- Staff worked with Hoyle, Tanner and Associates this week to explore the possibility of re-drawing the boundaries of a certain parcel of the airport southeast quad, in an effort to increase the potential utility of that parcel.
- A survey crew has been working at the airport all week to create current surveys and documentation in support of the projects to move Taxiway "A" and renovate Taxiway "C." This work may require temporary closure of the airport for a period of several hours, in order to facilitate surveys of the runway intersection.

Finance/Budget/Utility Billing Services

On-going Projects

- Preparation of fiscal year end and annual audit reports.

Completed Projects - Weekly

- Processed 33 Journal Entry Batches (# 143 – 214).
- Approved 16 Purchase Requisitions totaling \$104,959.96.
- Issued 17 Purchase Orders totaling \$77,395.17.
- Held pre-bid meeting for Bid No. 2011-02, Decorative Lighting-Downtown Streetscape, on 10/21/2010.
- Mailed ten (10) Letters of Intent to Award for Bid No. 2010-26, Coolidge Avenue Road and Drainage Improvements, to the submitting firms on 10/21/2010.

- Prepared 117 Accounts Payable checks totaling \$440,054.65 and 15 Accounts Payable EFT payments totaling \$227,419.23.
- Processed 4,003 cash receipts totaling \$515,993.60.
- Processed 1,354 utility bill payments through ACH totaling \$84,555.12.
- Processed and issued 5,382 utility bills with billed consumption of water of 40,213k.
- Issued 631 past due notices on utility accounts.

Public Information

• Press Releases

- Basketball Training League
- Girls Youth Basketball League
- Boys Youth Basketball League
- Detours and Railroad Crossing Work at State Road 40 (Granada Blvd.)
- Grass Fire
- Movies on the Halifax – The Wizard of Oz (Nov. 5, 2010, 7:00 p.m.)

Other

- Citizen Contacts
- Media Contacts

Grants

- Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, and closeouts.
- Attended Volusia Public Information Network (VPIN) Meeting

Meetings

- Neighborhood Improvement Advisory Board Meeting (No quorum was reached)

Fire Department

Weekly Statistics

6	Fires
3	Fire Alarms
5	Hazardous
71	EMS
10	Motor Vehicle Accidents
25	Public Assists
120	TOTAL CALLS

Medical Call Type

3	Abdominal Pain	11	Fall Victim
1	Assault	1	Headache
1	Back Pain	2	Overdose
1	Bleeding	1	Sick Person
1	Blood Pressure	2	Stroke
4	Breathing Problem	9	Traffic Accident
3	Chest Pain	4	Traumatic Injury
2	Choking	8	Unconscious/Fainting
5	Convulsions/Seizure	10	Unknown Medical
2	Diabetic		

71 TOTAL EMS PATIENTS TREATED

- Aid provided to other agencies: **17 calls – Volusia County (16), Daytona (1)**
- Aid received from other agencies: **8 call – Volusia County (6), Holly Hill (2)**

- Total staff hours provided to other agencies: **17 hours**
- Total staff hours received from other agencies: **4 hours**
- # of personnel sent with EVAC to assist with patient care during hospital transport: **2**
- # of overlapping calls: **27**

Operations

- Continued flu shot program at Station 91 with 29 vaccines administered this week with an overall total of 271
- Launched the web based EMS/Fire training software "Target Safety"
- Attended communications project meeting
- Inventoried all station libraries

Training Hours

16 EMT Refresher Modules
6 Hazardous Materials
5 Preplanning
3 Tactics
6 Technical Rescue

36 TOTAL STAFF HOURS

Activities

- Inspected 55 hydrants and placed street reflective markers as needed
- Updated 29 pre-fire plans
- Visited 10 homes for smoke detector checks
- Conducted tour of Station 93 – 10 Cub Scouts
- Provided fire extinguisher training to 15 employees of Volusia Endoscopy & Surgery Center
- Provided blood pressure checks at the employee Health Fair
- Participated in Octoberfest at Prince of Peace Church – 3 day event
- Provided public education to the following schools for Fire Prevention Month:

Children in Attendance

Pathways Elementary	110
Kidsko	125
A Child's Garden Preschool	27
St James Episcopal School	70
The Children's House	39
Academy of Ormond Beach	15

Human Resources

Staffing Update

Job Requisitions

- Fire Department – Office Manager

Approved/Active Recruitment

- Police Dept - Community Service Officer
- Leisure Services/Sports – PT Recreation Leader recruitment closes: 10/22/10
- Public Works/Drainage Maintenance – Maintenance Worker II recruitment closes: 10/22/10

Screening/Interviews Scheduled

- Fire Department – Firefighter/EMT - Approximately 300 applications received – initial screen process underway.

Background/Reference Checks

- Police Department – Police Officers – Conditional job offers extended to 3 candidates.
- Police Department – Evidence/Crime Scene Technician – Conditional job offer extended.

Terminations/Resignations/Retirements

- Administration – Secretary to the City Manager - Retiring effective October 29, 2010.
- Public Works/Fleet – Mechanic III - Retiring effective November 12, 2010.
- Public Works/WW Collections/Reuse – Maintenance Worker IV effective November 12, 2010.

City Events/Employee Relations Update

- Employee Appreciation Day was celebrated on Wednesday, October 20, 2010, at the picturesque Rockefeller Gardens and the weather was beautiful for the event. Pins and certificates were handed out to employees, and the employees with 20+ years were called forward to be recognized. Everyone enjoyed the food and the event.

Pay & Classification Plan

- Met with the Human Resources Board on October 22nd to request approval for an amendment to the Pay and Classification Plan to add the positions of Permit Manager for Joint Permit Center and Police Lieutenant.

Risk Management Projects

- Designing a centralized insurance review process for all purchases. Planning to release an updated 'flow chart' in October.
- Updating proposed changes in level of insurance coverage for insured facilities and requesting written confirmation to support deviations from appraised value. Anticipate completion by the end of October.
- Coordinating substance abuse training for employees/supervisors

Information Technology (IT)

Work Plan Projects

- Document Imaging – City Clerk project – Preparation for RFP
- iSeries system (HTE Sungard Naviline) - None
- Windows Servers: - None
- Networking System: - None
- Work Orders: - 44 New work - 44 completed - 33 in progress
- Virus Protection: - E-mail spam and virus prevention via MX-Logic service

Total Inbound E-Mails	41,907	Inbound E-Mails Blocked	32,785
Delivered Inbound E-Mails	9,026	Quarantined Messages	96
Percentage Good Email	21.5%	Virus E-Mails Blocked	84

- Notable Events: Vendor upgraded credit card processing systems to enhance security and reliability.

Geographical Information Systems (GIS)

- Addressing Additions: 5 Changes: 0 Corrections: 0
- Map/Information Requests: 12
- Information Requests from External Organizations: 2
- CIP Related Projects (pavement management, project tracking map): 0

- Notable Events: None.

Leisure Services

Administration

- Attended Public Works Staff meeting
- Attended City Manager meeting
- Met with staff regarding proposed Sports Agreement Revisions
- Met with HR Director
- Met with Facilities Maint. Supervisor
- Attended Leisure Services staff meeting
- Attended LS Administrative Staff meeting
- Met with MainStreet Events Committee to discuss plans for RiverFest
- Hosted Programming Staff Meeting
- Facilitated CFOB Candidates forum
- Attended flag football games
- Attended adult softball league play
- Attended Calvary Academy Football game
- Attended the Pop Warner Games
- Met with Dustin's Barbeque and discussed meal for Employee Appreciation Day
- Met with Chick Spano, Producer, to potentially schedule shows and events
- Met with Daytona Indoor Volleyball Director to discuss expanded programming at Nova Community Center
- Met with engineering staff to discuss the progress of South Ormond project
- Attended BeatleBeat Show at PAC
- Sports Agreement updates ready for Legal review
- OBSC signage verbiage request
- Sponsor A Median draft completed; to be sent to DOT for review
- Major Goals & Projects 09/10 report updated/finalized
- Met with Project ROMP Committee
- Attended Mayors Farewell Reception
- Facilitated Chamber Candidates forum
- Attended Seabreeze JV Football
- Facilitated Employee Appreciation Day Luncheon
- Attended Motown & Mo Show at PAC

Athletics

- Luis Camacho is once again renting the soccer fields for his Sunday 11 v 11 adult league. They play each Sunday at 10am. The 6-a-side league also continued this Monday, playing at 6pm.
- The City's adult coed softball program continued its 2nd half game season this week, with 14 teams competing. The 2nd half has been divided into 3 divisions, based on the teams' level of play. This allows everyone to play at their level. Games are played at softball field #7.
- The OBYBSA recreational and competitive teams continued their games this week at the Nova fields, as well as the Dale Buttleman softball quad. Games will run through the end of October.
- OBSC competitive games continued and are played each weekend, some at the Sports Complex, and some on the road. This will continue through the month of November.
- OBSC recreational soccer continued its game season this Saturday, with a full slate of games on 9 of the 10 fields. Games ran from 8am to 1pm.
- City's youth flag football program continued its game season this week at softball quad #3, as well as the Kiwanis field. Three divisions have a total of 23 teams, which are over 200 participants. Games will continue through Mid-November.

- The City's men's fall softball league continued its regular season this week, with games on Monday, Tuesday, and Friday night. Eight teams are competing, with games at the softball quad, or softball field #7. The season will run through November.
- City's annual youth coed fall volleyball league continued this week, with games on Tuesday and Wednesday nights at Nova gym, from 6-8pm. This program will run through the beginning of November.
- Calvary Christian High School football played another home game at the Sports Complex on Thursday night, 7pm, field #7. They have 1 home game remaining, on Oct. 29th.
- Pop Warner Football played at the Sports Complex Saturday from 9am to 7pm. They are scheduled for the playoffs starting October 30th.
- Seabreeze High School played their final home JV football game this past Thursday night, 6pm, Championship field (#7), at the Sports Complex.
- Upcoming Activities: City's girl's basketball program, City's basketball training league, OBYBA boy's basketball program, men's winter softball league

Athletic Field Maintenance

- Mowed baseball fields #1 - #4, three times a week.
- Mowed common areas.
- Mowed South Ormond outfield, prepped infield.
- Went to South Ormond Neighborhood Center to clean tennis and basketball courts.
- Prepped Osceola Elementary softball fields, also to clean tennis, basketball, and handball courts.
- Mowed infields and outfields at Nova Park.
- Cleaned Skateboard Park.
- Cleaned tennis and handball courts.
- Mowed softball #1 - #4 and co-ed 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
- Painted foul lines and prepared baseball fields daily for competitive teams practice and games.
- Prepared 2 fields for the fall high school baseball season.
- Started going through all irrigation for the fall season.
- 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 size soccer field for men's league.
- Painted 2 fields for adult 6-aside soccer.
- Painted 19 soccer fields for the beginning of the fall recreation soccer league.
- Prepped the fields for adult co-ed and men's softball.
- Painted the football field and prepared it for Friday's CCA varsity and Saturday's Pop Warner football games.
- Repainted 2 fields for the recreation flag football.
- Prepped the fields at Osceola for their t-ball teams.
- Continued working on the finishing touches at the South Ormond Park field.
- Hosted the Golden Spikes baseball tournament on Saturday and Sunday.
- Started putting down the fall fertilizer on all the fields.
- Took care of various irrigation problems on all fields.
- Started putting more clay to baseball fence lines.
- Cleaned up the complex after the Lady Renegades tournament.

Senior Center

- Granada Squares Dance, Tuesday
- Tomoka Duplicate Bridge, Tuesday, Saturday

- Daytona Community Church, Thursday
- Square Dance, Friday
- Chinmaya Church, Sunday

Performing Arts Center

- Staff prepared for the performances of BeatleBeat (Friday), 24K Golden Oldies Spectacular (Saturday), and Miss Daytona Beach Pageant (Sunday).
- The Performing Arts Center hosted the following classes throughout the week as part of its regular operations:
 - Monday – Hawaiian Dance, Show Club Open Dance, Kopy Kats 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, Green Dance, CMT
- The Performing Arts Center is preparing to host the following events:
 - Motown and Mo, Friday October 22nd, 7pm, and Saturday October 23rd, 2pm and 7pm - \$20

South Ormond Neighborhood Center

- Splash Pad was open 10am until dusk
- Neighborhood park was open sunrise until 10pm
- Pop Warner football practiced on field, Tuesday and Thursday
- A new scoreboard was added to softball field
- Gymnasium floor continued to undergo renovations

Community Events

- Attended staff meeting
- Weekly administrative tasks and office work
- Employee Health Fair
- Mayor's reception
- Employee Appreciation Day
- Senior Games

Gymnastics

- Many gymnastics classes are at full capacity
- The boys level 1 class is growing rapidly
- The levels 2, 3 and 6 team girls did well at the 2nd qualifier competition; all have qualified for the Fall State competition.
- Our teacher duty day went well with 6 kids in attendance

Nova Community Center and Special Populations

- Nova conducted regular adult classes in Jazzercise, "take off 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 continued fall programs including the Phonics Game, the Activity Class and Miss Debby's Dance Classes.
- Challenger Soccer continued on Tuesday at the Ormond Beach Sports Complex for the Special Populations division participants.

- Youth coed volleyball was on Tuesday and Wednesday in the Nova Community Center gymnasium through the Athletics division.
- The Health Fair bus was in the parking lot at Nova Community Center on Friday from 8:30 am until 5:30 pm

The Casements

- Tours continued this week from 10:00am - 4:00pm daily.
- The Ormond Beach Art Guild Fall Show in the Casements Gallery throughout the month of October.
- Yoga this week on Tuesday morning from 10:00am-11:30am and Thursday evening from 6:30pm-8:00pm.
- Tai Chi Classes on Wednesday evening from 7:00pm - 9:00pm.
- Zumba Classes continued this week on Tuesday and Thursday evenings from 6:00pm - 7:00pm.
- Pilates Classes continue every Tuesday and Thursday afternoon from 3:30pm - 4:30pm and Wednesday and Friday mornings from 8:30am - 9:30am.
- The Casements Guild Crafters met this Thursday from 12:30pm - 3:00pm to continue working on crafts for the annual Gala in December.
- Guild Gala Meeting, Tuesday 10:00am to noon.
- Youth Auxiliary Meeting Monday, 2:00pm - 3:00pm
- Rockefeller Revisited Tour Guide rehearsal, Thursday 1:00pm - 2:00pm
- Staff assisted with the weekly Farmers' Market on Thursday from 8:00am - 1:00pm.
- Staff set up for rehearsal dinner rental on Friday morning.
- Rehearsal dinner rental 5:00pm – 9:00pm
- Wedding Ceremony, Rockefeller Gardens on Saturday, 12:00-5:30pm
- Wedding Ceremony, Bailey Riverbridge, Saturday 10:00-12noon
- OMAM wedding ceremonies Saturday, 11-noon and 3:00-4:00pm.
- OMAM wedding ceremony; Sunday 4:30-5:30pm

Parks and Irrigation

- Ran all zones on streetscape; repaired system from Orchard to Washington St.
- Repaired head at Cassen Park.
- Repaired line break on corner of bridge approach.
- Replaced 9 spray heads on Nova medians.
- Repaired 1 broken swing pipe at the bridge approach.
- Replaced 1 head and nozzle at Cassen Park.
- Ran all zones at Airport Sports parking lot. Adjusted several heads.
- Replaced 2 timers on W. Granada medians. Tested systems.
- Set up tables and chairs for health fair.
- Inspected trenching at Wastewater plant.

Building Maintenance

- Repaired ADA door in breezeway at City Hall
- Repaired vandalized drain at the Nova rec. complex
- Repaired electrical outlet in second floor men's room at City Hall
- Elevated lighting in storm water bay for loft
- Repaired drinking water fountain at the Nova rec. complex
- Repaired walkthrough pedestrian gate at the Municipal airport
- Replaced men's and women's rest room doors at the baseball complex
- Repaired men's room toilet in the southside restroom at the Nova rec. complex
- Repaired two decorative streetlights on South Washington St.
- Replaced exhaust fans in men's and women's rooms at the Wendelstedt umpire school
- Greased motor bearings for AC system at the Police Dept.
- Installed engraved park bench at Fortunato Park
- Assembled recycled plastic trash cans for installation at various city parks

- Repaired decorative streetlight on Jefferson St.
- Rebuilt and installed memorial park bench at Memorial Gardens

Police Department

Administrative Services

- Audit and Inventory of the Property and Evidence Room continuing – nearing completion.
- Biketoberfest and Octoberfest event related activities.
- Conducted Police Officer position interviews.
- Conducted Crime Scene Technician/Evidence Custodian position interviews.
- Attended Employee Appreciation luncheon.
- Attended weekly Department Head staff meeting.

Community Outreach

- Science on Patrol program began at Ormond Beach Elementary school Thursday, October 21st. Sgt. Hayes was the guest speaker and shared information on the Police Department with the students.
- The Tutors-R-US program was held at the South Ormond Neighborhood Center.
- The Youth Directors Council held a leadership meeting to review upcoming programs and discuss their community service project for October 23rd.
- Do the Right Thing was held at the Police Department. Eleven youth were honored for their outstanding citizenship.
- OBPAL staff continued to contact sponsors and door prize donors to support the annual golf tournament. The tournament, *Golfing for Youth*, will be held at Riverbend Golf Course on November 13.

Community Services & Animal Control

- Animal Calls responded to: 52
- Animal Reports: 10
- Animal Bites: 1
- Animal Licenses sold: 8
- Animals to FHS: 9
- Animal Traps issued: 5
- Animal Written Warnings: 1

Criminal Investigations

- Cases Assigned: 37
- Cases Cleared by Arrest/Complaint Affidavit: 52
- Cases Exceptionally Cleared: 7
- Inactive: 14
- Fraud: 3
- Burglary Business: 3
- Burglary Residential: 10
- Larceny Car break: 11
- Grand Theft: 6
- Auto Theft: 2
- Missing Persons: 2
- Recovered Missing Persons: 2

Comments

- Four subjects have been arrested for twenty car burglaries from both residential and business locations in our city. These burglaries were smash and grab type thefts, primarily from parking lots. The subjects are from the Miami area and have been charged with a total of forty felony offenses.

Records

- Walk - Ins / Window 194
- Phone Calls 267
- Arrest / NTA'S 35
- Citations Issued 369
- Citations Entered 362
- Reports Generated 130
- Reports Entered 112
- Mail / Faxes / Request 60

Operations

- 10/14/10 – Domestic Violence- Arlington Way. Adult/Female fled prior to unit's arrival. Domestic violence battery affidavit completed.
- 10/14/10 – Carbreak. Credit card taken and used at the Shell gas station, 3 N Yonge St.
- 10/14/10 Burglary - Hand Ave. 2 TV's, a laptop, and prescription drugs taken
- 10/15/10 - Burglary Northshore. Screen cut on porch, bicycle taken
- 10/15/10 DUI/accident on Airport RD. No injuries
- 10./15/10 - DUI arrest at SR40/ N. Perrott Dr.
- 10/15/10 - Fraud/Identity theft
- 10/15/10 - Robbery -N. Ridgewood. Father states his 18 year-old son threatened him with a knife and took \$1,000 dollars out of his pocket and the keys to his car. He allegedly then fled in the car. Vehicle entered as stolen
- 10/16/10 - Felony vandalism to an air conditioner and refrigerator compressor - S. Yonge
- 10/16/10 –Burglary Residence – Garden Ln. Prescription pills taken.
- 10/16/10 - Officer arrested 3 illegal aliens from South America. Border Patrol Agent was notified and wanted them held at Volusia County Branch Jail.
- 10/17/10 – Carbreak - Nova Rec.; smash and grab type incident. Purse, necklace, game system with about ten electronic games stolen
- 10/17/10 - Larceny - Aimee's Hallmark. Laptop stolen off of the shelf.
- 10/17/10 - Car Break - Nova Rec; smash and grab type incident. Tote bag, planner, two books and makeup stolen.
- 10/18/10 - Aggravated Assault with a firearm - Tomoka/S Orchard. Investigation continuing.
- 10/18/10 – Carbreak - Northside Dr.
- 10/19/10 – Carbreak – Merrywood.
- 10/19/10 - DUI arrest from crash - suspect complained of head trauma and was taken to hospital and admitted.
- 10/19/10 - Fire at Family Dollar store beachside - a man in a wheelchair dropped his cigarette into dry brush which caught the grass and man's wheelchair on fire. The man was suffered several burns and was transported to the hospital for treatment.
- 10/19/10 - Carbreak - Outback Steakhouse
- 10/20/10 -Carbreak at Ames Property. Witness observed suspect and vehicle and obtained a partial license tag number. Vehicle was observed a couple of hours later at Granada Approach. The vehicle was stopped and driver matched suspect description as provided by the eyewitness. A consent to search the vehicle was obtained and the victim's credit cards and identification were located. The suspect was then arrested. Additional credit cards and identification were also located in the vehicle. Narcotics were also found within the vehicle. Beach Patrol advised that vehicle matched the description of a vehicle used in several recent car breaks within their jurisdiction.
- 10/20/10 - Disorderly Intoxication. Subject arrested at BirthPlace of Speed Park.
- 10/20/10 - Burglary - Cardinal Dr. The rear screen door had been cut and opened. Bicycle stolen.
- 10/20/10 Burglary - motel room at the Oceans East Resort. Computer stolen.

- 10/20/10 - Assisted Florida Highway Patrol with a roll over crash with injuries investigation on I-95.

Traffic Unit

- 10-09-00508: Hit & Run (from September): 48 Hernandez Avenue. After a protracted investigation, Officer Piccola located the suspect driver that backed his Jeep through the wall of a residence and fled the scene. The suspect was determined to be serving probation, at which point we worked with his supervising officer and obtained a confession. He will face charges of leaving the scene and probation violation.
- 10-10-00111: Fatal Crash (From previous week 10/07/10) – Nova Road / Moreland Blvd. Delivery truck leaving Dunkin' Donuts at about 3:00 AM made a u-turn in front of a northbound PT Cruiser. No criminal charges are expected to develop. Citation issuance pending results of investigation.
- 10-10-00262: Motorcycle Crash: 500 block of South Yonge Street. Motorcyclist operating a custom-built chopper lost control when the throttle locked in an apparent malfunction. This was verified by several witnesses and he was not charged. He sustained a head injury after being ejected to the pavement (no helmet), but his injuries were considered non-life-threatening by rescue units on scene.
- 10-10-00282: DUI Crash: SR 40 / Washington Street. Car rear ended a motorcycle and then attempted to flee the scene. Suspect was arrested for DUI following a field sobriety test. Subsequent search recovered bourbon and soda drinks in his vehicle.
- 10-10-00285: DUI/Hit & Run Crash: Airport Road near US1. Suspect drove into a parked car and fled the scene. He was quickly apprehended by units nearby. Driver suspected to be under the influence of alcohol and controlled substance based upon his behavior, and was arrested following a field sobriety test. He refused a breathalyzer test and was additionally charged. He was also charged with careless driving, leaving the scene of a crash, and driving in violation of driver license restrictions (business purposes only). This arrest also resulted in the apprehension of the suspect's passenger, a fugitive wanted for multiple burglaries in Ormond Beach. Case was handled by the Traffic Unit and DUI Task Force units deployed during Biketoberfest.
- 10-10-00291: DUI Arrest: SR 40 / Perrott Drive. DUI Task Force units deployed during Biketoberfest stopped a drunk driver and arrested him following a field sobriety test.
- 10-10-00308: Fugitive Arrest: 160 N. Nova Road. DUI Task Force units deployed during Biketoberfest encountered three illegal aliens from South America during a traffic stop. They were arrested and sent to Volusia County Branch Jail per directions from the US Border Patrol.
- 10-10-00330: Suicidal Person: Oaks of Lakebridge Apartments. Officer Sanders responded to an apparent minor crash involving a motorcycle in the parking lot reported by maintenance personnel. They tried to knock on the door of the apartment of the motorcycle owner without success. A few moments later, a female exited the apartment with a gun to her head. Officer Sanders guided bystanders to cover and tried to talk to the female, but she fled back into her apartment. Patrol and CID responded and talked her back out. She was taken into custody without further incident and the gun was recovered.
- 10-10-00337: DUI Crash: SR 40 / Booth Road. Driver of a northbound vehicle collided with and subsequently destroyed a convertible that was stopped for the red light. The driver was found in possession of needles/syringes, cannabis, and several empty prescription pill bottles and was arrested following a field sobriety test. Following his arrest he requested medical attention for head pain. Evidence indicated that he possibly ate or consumed a large quantity of a prescription narcotic. He was hospitalized post-arrest.
- Enforcement of ongoing complaints of speeders on Division Avenue, Hand Avenue, and Fleming Avenue through the Central Park area.

- Biketoberfest was another success in terms of traffic safety. **No fatalities within the City as a result of the event.** Typical amount of motorcycle crashes, but mostly with relatively minor injuries. Motor units and DUI Task Force units were deployed for heavy traffic enforcement for the duration of the event.
- Traffic Citations 302
- Parking Citations 6
- Crash - No Inj. 25
- Crash - Injury 12
- Crash – Fatal 1 (Occurred week prior to Biketoberfest)
- Selected Traffic Enforcement Patrol (S.T.E.P.) Locations
- Total Citations Issued on S.T.E.P.: 125
 - Self-Initiated Enforcement Locations:
 - 1500 BLK N. Beach Street
 - US 1 / SR 40
 - Airport Road
 - N. US 1
 - 500-800 BLK Division Avenue
 - 300-600 BLK Hand Avenue
 - 600 BLK Riverside Drive
 - SR A1A
 - Enforced Complaints:
 - Central Park area (Division, Hand, Fleming)
 - 100-500 BLK Clyde Morris Blvd.

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 9 Cases Initiated
- Zone 2: 9 Cases initiated
- Zone 3: 5 Cases initiated
- Zone 4: 4 Cases initiated
- 20 tree removal permit requests
- 86 signs either removed or sign cases created.
- Administrative staff assisted with one hundred and thirty-four (134) telephonic and three (3) walk-in inquiries.

Note: This report provides NID activities for the last two weeks.

Public Works

Engineering

- US1 Forcemain Extension Phase II- The contractor proceeded to demobilize the barrier wall and reopen the southbound outside lane. Final striping is scheduled to be completed the following week.
- Water Treatment Plant Dist. System Phase II- Contracts are being executed.
- Oak Forest Outfall- Lining of the pipe is scheduled for last week of October.
- 2010 Roadway Resurfacing- Pre-Construction meeting was held. Resurfacing is expected to begin October 21.
- Rima Ridge Wells 54, 55 & 56- Well 55 inner casing development experienced difficulty due to a geological formation causing the bore hole to collapse; however, the driller has been making headway using an alternative method.
- South Ormond Neighborhood and Gymnastics Centers Improvements- Contract items are approximately 90% complete, with finishing work remaining. Staff is investigating feasibility of installing addition wall panels on upper area of gym for aesthetics and protection of insulation. Ceiling installation is complete.
- US1 & SR40 Utilities Relocation- Process final invoice.
- SR40 Sidewalk / Trail Phase II- Revised invoice for processing with contractor.

- Sunshine Blvd Monument Signage - Both monument signs nearing completion for installation. Top soil will be delivered to build a new pad for the eastern monument sign as a new location is necessary due to the recently completed Airport Road widening project.
- Nova Passive Parks- The proposed trees were tagged by staff and have been scheduled to ship to the contractor. The contractor has tentatively scheduled to begin installing of the irrigation near the end of October.
- Downtown Street Tree Replacement- The existing trees were removed on Monday. The replacement trees will be installed after all the trees and stumps are completely removed.
- City Hall Parking Lot Repairs- The contractor will begin construction after the elections are completed.
- Wastewater Treatment Plant Expansion and Rehabilitation – Contractor has mobilized to the site and has been issued all required building permits.
- Joint Permit Center – The preconstruction meeting was held and the Contractor has indicated construction will start November 8th.

Design Projects

- Alcazar-Buena Vista Area Drainage Improvements- St. Johns River Water Management District submittal package has been submitted.
- Sanchez Avenue Stormdrain- Contractor has begun mobilization.
- Williamson Blvd Widening Ph2- Utilities and Engineering discussed future planned utility relocations.
- Airport Road Forcemain Extension- Final plans are being prepared for SRF.
- OBSC Boundless Playground- Staff has finalizing the design and has tentatively scheduled the bid award for the December 9th City Commission agenda.
- SR40 Sidewalk / Trail Phase III- Resubmitted plans, spec row cert and FHWA documents to VTPO.
- Hull Road Left Turn Lane - Approved at October 19th City Commission meeting.
- Main Trail Bridge Rehabilitation- Approved at October 19th City Commission meeting.
- Fire Station 94 Sprinklers- Submitted scope and plans for construction.
- Ormond Crossing IJ / LAP- Processed new time extension and provided comments to the latest report.
- Ormond Scenic Loop- Submitted meeting minutes.
- Rosewood Sidewalk- Prepared a resident's notice and survey for the construction of sidewalk
- Vining Court- The project is tentatively scheduled to be advertised for competitive bids on October 31st.
- 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- The bid award is scheduled for the December 9th City Commission agenda.
- Downtown Utility Relocation- Staff has scheduled a meeting with the consultant to discuss proposed engineering costs.
- Tarpon Sculpture Installation- Hall Construction is currently preparing a proposal for staff review.
- Wooden Pedestrian Walkway Lighting Replacement – The material purchase is tentatively scheduled to be advertised for competitive bids on October 24th.
- Stormwater Study – Staff is working with FEMA to incorporate Phase I recommendations into the existing approved HMGP grant for Hand Avenue.
- John Anderson Drive – Met with SJRWMD to discuss permitting requirements. In order to meet water quality volumes off-site mitigation storage will be required. Staff has identified areas on the south peninsula for meeting this requirement.

- EVRWA Nova Canal Flood Control Study– Final report was approved by the EVRWA and will be presented to the CC for approval on November 3rd.
- Hand Ave./Coolidge Avenue Roadway and Drainage Improvements- Bids for the construction of road and drainage improvements on Coolidge Avenue were received and will be presented to the City Commission for award next month. Coolidge Avenue will be constructed separately from Hand Avenue in order to get some construction on the stormwater improvements underway. Still waiting on final approval from FEMA for expanded grant request.

Administration

- Prepared project invoices/pay requests totaling \$195,952
- Prepared work authorizations totaling \$6,980.
- Prepared/submitted FRDAP quarterly status report for the South Ormond Neighborhood Center ballfield lighting improvements project.
- ECHO - Casements Building Improvements project - prepared quarterly status report and a reimbursement request for \$169,536.

Customer Service

- Provided right of way and easement verification for 565 Cameo to Streets Div.

Other

- Pre-review 232 Rose SWMP for errors prior to submittal.
- Continued legal descriptions and sketches for annexation agreements as requested by Planning Div.
- Prepared exhibit drawing for Selden Ave.
- 37 projects were inspected.

Meetings

- FDOT meeting concerning SR 40 sidewalk Phase 3 drainage and permit issues
- Halifax Utilities Meeting.

Stormwater Maintenance

Asphalt / Concrete

- Asphalt 80' x 5' Stormwater utility cut (5 ½ tons) at Kent and Loyola
- Level roadway at 14 Katrina
- Asphalt utility cut at Jamestown and Peninsula

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)
- Trimming at various bus stop benches
- Removed and returned FDOT message board
- Trimming at 12 Nottingham, 45 Greenwood, SR40 east of Lowe's (FDOT ROW), 59 Tomoka and US1 FDOT ROW
- Hauled debris from Nova Recreation
- Stump removal 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 in Public Works Yard
- Print work orders daily for scheduled requests
- ROW trimming citywide
- Concrete debris to Chips

Sign Shop

- Assisted concrete crew in closing roads
- Constructed (10) new street names
- Cleaned signs in various locations
- Looked for street signs that needed to be replaced
- Repaired or replaced signs at the following locations:
 - Warwick, west of N. Beach St., installed new 25 mph sign
 - 421 Andrews St., installed new 25 mph sign
 - Brookside Dr. and Northbrook Dr., cleaned stop signs & street names
 - 175 Orchard Ln., replaced (1) direction large arrow
 - 57 Orchard Ln., replaced (1) direction large arrow
 - Various Locations, installed (2) 25 mph speed limit signs
 - 440 N. Nova Rd, main east side of Nova Recreation Complex, installed (2) "Do Not Enter" signs
 - Breakaway Trail & SR40, installed "Stop Here on Red" sign next to stop bar

Maintenance Crew

- Locates citywide
- Carp Barriers – cleaned and inspected
- Storm System Inspection - 322 John Anderson Drive
- Set up new shelving inside our work bay
- Reachout Mower – Hidden Hills Drive, Ballfield ponds at Hull Road
- Repair sinkhole at 169 Fleming Avenue
- Inspection – Winding Woods Retention Pond – called for locates
- Cleaned out ponds at Casements – everyone
- Dyed pond blue at Casements
- Hauled debris from pond at Casements
- Cleaned vehicles

Streetsweeper – Street Sweeping

- 104.8 miles of road cleaned
- 20.0 cubic yards of debris removed

Fleet

PM Services completed for the week:

<u>Emergency—Vehicles and Equipment</u>	<u>Non-Emergency Vehicles and Equipment</u>
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5

32

Road Calls for the week:

1

Accidents for the week:

0

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

Diesel

4,006 gals.

Gas

12,231 gals.

Comments:

All PM services are currently on schedule and up to date.

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. Modifications to population projections and service area map illustrations have been requested. Time extension 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.
- Annual Chemical Bid – Purchase Orders were prepared for the upcoming fiscal year chemicals.
- Cross Connection Control (CCC) Program Management Services: Awaiting feedback for submittal to VCHD requested survey of demographic information concerning City's CCC program. Met with HDI representative to discuss future horizon activities and regulatory updates. Responding to recent information request concerning program from Department of Health.
- Fire Hydrant Replacement Program – A pre-construction meeting was held on October 14th. The notice to proceed date was established to be 10/25/10.
- 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 and Pump #2 continue to show intermittent clogging due to rags. The pump wet well will be examined to determine if rags are floating inside and not being pumped into the plant. Changes in the operating levels of the pumps may be required if a significant number of rags are found. Shop drawings for the fire alarm control panel and remote alarms were received. Further training on the centrifuges is scheduled on 11/16/10.
- Gravity Sewer Pipeline Repair – The contract is being changed to Chad Equipment Company, Inc. The name change is scheduled on the 11/3/10 City Commission agenda.
- Water Treatment Plant High Service Pump Station VFD Conversion - Record drawings were reviewed, marked up and sent to the Contractor for his use in making the changes.
- Lift Station Repair and Replacement Project. The doors, light and ladder remain to be installed at lift station 6M. Doors were ordered. The handrail was installed. The contractor was notified about some false alarms being generated by the SCADA system. False alarm problem is being corrected. Dewatering system well points were set at the Lift Station OM site. Met with the Ormond Mall property manager to review the scope of the project. A meeting was held with the contractor to determine the project status. The contractor was requested to bring in information concerning the status of several invoices along with a delivery schedule for the equipment to be used for construction of Lift Station 6M. A follow up meeting is scheduled next week.
- Root Control Services – A preconstruction meeting will be scheduled
- Town Square and Lift Station 4M1 Rehabilitation – Record files and record drawing information research initiated. The design firm for Northbrook Subdivision is Bennett and Davis - no longer in business. FDEP will be contacted to determine if original Lift Station 4M1 plans - permits are available. FDEP indicated that files are purged after 5 years. No further information is available.
- Tymber Creek Road Phase 1 – Plans were received from Volusia County. Their design plans are at 100% completion. A comparison will be made with our existing design to make sure that there are no new conflicts present.
- Water Plant Aerator Rehabilitation – A proposal was received from the original manufacturer for consideration of sole source procurement. Staff considering pursuing alternative quotations for work for comparison.

- Water Plant SCADA – Met with McKim and Creed Engineers to discuss various options to improve the data collection and control capabilities for the existing SCADA system at the plant, wells and lift stations.
- SPRC – Approved plans were received for Olive Grove. Reviewed Marshside plans to redevelop the plots and Volusia Memorial Gardens cemetery.
- Attended a workshop for water and wastewater asset sustainability implementation services.
- Coordinating alternative contract arrangement for biosolids transportation, treatment and disposal services and collective bid for these services with City of Daytona Beach.

Water Distribution

- Replaced 23 residential meters, located 4 meters for finance
- responded to 16 leaks, 3 low pressure calls, flushed 9 cloudy water complaints
- Replaced 8 water service, 17 meter boxes
- Tested 8 city owned backflow preventers, all tested good
- Meters tested for accuracy: 1-6", 6-3", 1-2" (low usage), and 1-1" (high usage), all are accurate, scheduled 6 large meters for testing
- Valve maintenance and exercising was completed on Loyola Dr, Kent Dr, Peninsula Dr, Jamestown Dr due to main break. Buena Vista Ave, Seville St, Cordova Ave due to valve replacement. Orchard Ave, Cherrywood Cir, Hammock Lane, Jeannette Dr, Mound Ave, Central Ave, Midway Ave, Washington St for future hydrant replacement activities. Hand Ave (RR to Pine St, raised 3 valves) in anticipation of water main construction
- Fire hydrants - Met with contractor to discuss hydrant replacement schedule, coordinated and scheduled shutdowns for the week of Oct. 25th, discussed expectations and standard operating procedures. Continued marking valves, and completing mock shutdowns for future hydrant replacement
- Patrolled 65 loggers for leak detection, will allow loggers to sit and read more information
- Flushed Calle Grande area for colored water, Loyola Dr area and Chelsea Place sub due to main breaks, Orchard Ave and Washington St due to valve exercising activities
- Buena Vista Ave- Schedule shutdown, remove 2" valve and replace 6" valve, replace landscaping, rescind boil water alert
- Loyola Dr- 6" water main break, replace 7' of pipe, rescinded boil water alert
- Chesham St (Chelsea Place sub)- 2" water main break, replaced 3' of pipe, replaced landscaping, rescinded boil water alert
- Rescinded boil water alert for Magnolia Ave due to 6" water main break
- Performed scheduled maintenance on 6 permanent flushing devices
- Assist JD Weber construction with a shut down for repair of a private fire hydrant
- Delivered 65 wrapped sections of AC pipe to the Volusia County landfill for proper disposal.
- Cleaned and restocked all trucks

Water Treatment

- Delivered City 39.22 million gallons for week ending 10/ 17 (5.602 MGD)
- Backwashed 14 filters for a total of 599,000 gallons backwash water.
- Produced and hauled 67.5 wet tons of dewatered sludge.
- Completed weekly well audit and drawdown tests.
- Sampled and rescinded Boil Water Notification #BW 456, 457 & 458.

Waste Water Collection - Reuse

- Crews responded to three trouble calls out west Breakaway/Hunters Ridge area and two in town. Two pumps replaced in PEP systems.
- Crews televised twelve sewer laterals, root control six sewer laterals and cleaned nine sewer laterals. Replaced two irrigation valve boxes.
- PEP System Maintenance Activities for period: Rehabbed two PEP systems.
- Checked all known trouble spots – checked OK.

- Checked irrigation system at Breakaway and Hunters Ridge – levels OK.
- Performed replacement of sanitary sewer manhole ring and cover on Granada Blvd near A1A after hours with assistance of Streets and Stormwater crews.

Waste Water Treatment

- Weekly Domestic and Industrial Wastewater flow @ 24.11 Million Gallons
- Produced 22.41 Million Gallons of Reuse
- Produced 1.70 Million Gallons of Surface Water Discharge
- Influent flows average for week @ 3.44 MGD, plant designed for 6 MGD
- Hauled tons of sludge 62.96 (14%-18% Solids).
- FDEP has received and is reviewing Local Limit Evaluation.
- Operations support provided for contractor activities at plant site associated with Phase 1 WWTP Rehabilitation Project.

Utilities Maintenance Division

Water Plant - Well Fields - Booster Stations

- Installed oil mats at Standish Booster station for vacuum priming system.
- Checked well 35R for operations.
- Worked on new control box at well 19SR.
- Attended Health Fair.
- Met with Pulsa Pump representative to evaluate our existing Sodium Hydroxide pumps. Pumps are failing due to leakage getting around diaphragm and corroding away the base metal.
- Evaluated Rima Ridge generator for load exercising capability. Generator exercises under load weekly.
- Mowed and ran weed eater around well houses in Rima and Hudson.
- Repaired Bermad valve at well 38R.
- Adjusted pump packing on Discflo #2 pump.
- Replaced sample port on well 21SR
- 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.
- Performed Reuse pump station PM's and repairs.

Wastewater Plant – Lift Stations – Reuse System

- Tested and checked Digester Blower #2 for operations.
- Unjammed pump #1 at 7M1 liftstation.
- Realigned antenna at Southern pines liftstation.
- Repaired light and alarm bell at 9M liftstation.
- Checked polymer pump for operations.
- Replaced pressure controller to well at Hull Road ball field.
- Replaced run contact to RTU at Wal-Mart liftstation.
- Replaced upper guide bracket to pump #2 at 4M liftstation.
- Serviced all 3 digester blowers.
- Assembled - installed new oil storage shed outside Maintenance building.
- Assisted operations staff cleaning tele-valves on clarifiers, deragging influent pumps and recycle pumps.
- Performed PM Service to all plant equipment.
- Deragg 4 submersible aerators.
- Monthly PM's to 11 Liftstations (cleaned and deodorized) also continuing with monthly valve exercise program.
- Annual PM's to 3 Liftstations. Pulled pumps check/replace impellers

- Utilities Division completed 112 work orders as reported in MP2 computerized maintenance management system, of which 94 were PM work requests and 18 were repair work orders.