

City of Ormond Beach Memorandum

To: Honorable Mayor Costello and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: October 30, 2009

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:
 - Held weekly staff meetings with Directors.
 - Comp Plan Changes to be discussed with CTLC.
 - Reviewed Agenda.
 - Prepared for speaking engagement at the Citizens for Ormond Beach Annual Meeting.
- Attended
 - Attended and was inducted into the Daytona Beach Rotary Club.
 - Staff and I met with Dwight Durant and Sam Hamilton of Zev Cohens' to discuss their business and what they could do to help the City.
 - Attended a meeting requested by CTLC representatives, Bill McMunn and Bruce Teeters to discuss Comp Plan Changes.
 - Staff and I met with Bill Redman of RCG Consulting Inc. and Carmine Latanza of USA Services to discuss street sweeping services.
 - Met and greeted PBA union representatives before negotiation session started.
 - Held meeting with Mark Levitt, and staff to discuss upcoming PBA issues
 - Staff and I met with Dave Neubauer representing St. James Episcopal Church and the Casement Park to discuss issues concerning the future accreditation for the school and their needs with regard to open/green space.
 - Attended annual Citizens for Ormond Beach (CFOB) Dinner and Awards Banquet and gave a brief overview of the City's finances and direction.
 - Held weekly/bi-weekly meetings with HR Director, Fire Chief, Planning Director, Finance Director and Assistant City Manager/Public Works Director.
 - Staff and I met with Bob Guido and Will Abberger to discuss latest developments on beachfront property.
 - Attended Claims Committee meeting.
 - Hands on Field Visit with the Fire Department – Station 92

City Clerks Office

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

- Prepared packets for:
 - November 3 City Commission meeting.
- Attended training for FACC Clerk's institute.
- Attended training for Naviline software.

Community Development

- Planning
 - The Department made a presentation at the Florida Planning and Zoning Association luncheon concerning the draft multi-modal strategy currently proposed in the Comprehensive Plan. Port Orange presented their multi-modal strategy which is due next year in their EAR based amendments. Each was different in approach. Volusia County presented to the association members their take on SB 360 and how they plan to implement it on Volusia County road system.
 - Staff met with the Indian Springs HOA President and officers to discuss the SR40 sidewalk project and how it will affect their driveway entrance. The stop sign and stop bar will need to be relocated to accommodate the 8 foot sidewalk. Those in attendance were supportive however all expressed a concern about the removal of their right-turn lane on SR40 by the contractor when the road was widened from 2 lanes to 4 lanes divided.

- Building Inspections, Permitting & Licensing
 - 53 permits issued with a valuation of \$291,626.00
 - 193 inspections performed.
 - 6 business tax receipts issued.

- Development Services
 - Inspections at Oasis Christ Fellowship Church indicate that approximately 80% of the fire line needed for fire protection has been completed. Work must continue to completion on this high priority. This is week four and the dry fire hydrant is still not operational if needed. Staff has spoken with Rick Rivers who indicated he ordered the fire connection adapter and expects delivery on Thursday, with installation no later than Friday. We hope to coordinate inspections to ensure that the fire line issue can be resolved by Friday. If not, staff will be recommending that the building should not be used for assembly until such line is completed and fully operational to ensure safety.

Economic Development

- Ormond Crossings
 - Staff participated in a conference call with Tomoka Holdings staff to discuss the strategies in completing the unresolved transportation issues that have been raised by both DCA and FDOT. Tomoka Holdings has agreed to engage their consulting traffic engineers to provide additional analysis and determine the off-site transportation mitigation measures. The results of the analysis will be the basis of modifications to the draft development agreement and remedial amendments to the comprehensive plan.
 - Tomoka Holdings has prepared the plans and agreements for the Tymber Creek Road reconstruction and presented the plans and agreements to county staff. Follow up with the county is expected when the additional traffic assessment is completed in the next few weeks.
 - Staff is working with Tomoka Holdings and County staff to craft a draft CRA delegation resolution and TIF program for funding a portion of Crossings Boulevard. Due to a deadline to have a final agreement approved by January 4, 2010, staff is expected to present the resolution and CRA plans to the City Commission and County Council in December.
 - As a result of the need to complete the additional traffic analysis, discussion of the findings, and negotiation/resolution of transportation matters with all interested parties, staff will be revising the schedule for City Commission review of the documents. Following Commission approval, the documents will be submitted to the various state and county agencies.

Airport Business Park

- The Real Estate Brokerage Commission program materials have been advertised and staff has presented the program to the Association of Realtors and the Ormond Beach Chamber Economic Development Prosperity Committee. The program forms are also included on the city website.
- Continuing with the design of the new directory sign and permanent monument signs at the entrance of Sunshine Boulevard. The widening of the entrance of Sunshine Boulevard and Airport Road, as part of the County's Airport Road improvement project, is underway. Notification to Business Park owners/tenants and Airport tenants has been completed.
- Staff is scheduling a meeting to present proposed signage plans in November as well as to discuss electric power related issues that some of the businesses would like to jointly discuss with FPL officials.

Ormond Beach Chamber and Business Development Partnership (BDP)

- Staff met with representatives of the Chamber, Main Street, and local businesses to develop a local promotional campaign to shop locally.
- Staff is discussing the feasibility of starting up a small business loan pool with the Chamber and local banks.
- Staff attended the Volusia Manufacturing Association's Annual Awards Dinner. Two Ormond Beach businesses received awards. Germfree Laboratories, located at 11 Aviator Way in the Airport Business Park received "Exporter of the Year". Germfree builds mobile clean labs that are exported to countries around the world. The Company has been expanding over the past 2 years and staff was instrumental in the Germfree purchasing the former Ocean Design property, which is adjacent to their original manufacturing plant in the business park. Hudson Technologies, located along North US 1, also received awards from the VMA for "Best Practices" for their "Going Green Program" and for their "Wellness Program". **In 2006, the City Commission approved a property tax exemption for the installation of Hudson's new clean manufacturing technology to their plant; a major factor in their retention, expansion, and job growth over the past three years.**

Prospective Business Attraction

- Participated with the surrounding community economic development practitioners on weekly conference calls with the BDP and County staffs to discuss potential business opportunities.
- Staff responded to two requests for information on the available Business Park lots and other available Ormond Beach properties for manufacturing prospects.
- Developing an inventory of available properties, with the assistance of the real estate brokerage community, to better match the prospects and appropriate sites.

Special Economic Development Projects

- The Halifax Area Business Development Partnership and the Volusia County have conducted an independent study by KMK Consulting of their delivery of economic development services and has drafted recommendations for the public and private partners to review and make comment. The BDP Executive Committee voted to engage KMK Consulting to conduct additional research on a model public/private organizational structure and investigate private investment funding opportunities for the organization. Staff worked with the City Managers group and the municipal practitioners to make comments and suggestions on the latest draft report. The eighth draft report was presented to the Executive Committee this week, which resulted in the recommendation

- for the BDP to arrange a countywide public meeting on **November 23 at 6:30 p.m. at Stetson University in DeLand.**
- Volusia County has proposed amendments to the CRA delegation powers. The changes are to allow the county to have greater oversight of local CRA budgets, plans, expenditures, as well receive greater public awareness of their financial participation in CRA projects. The proposed countywide CRA legislative changes will impact existing and proposed new CRAs throughout the county. The county has delayed action on these resolutions until the cities have had more time to review the documents.

Airport Operation and Development

- Staff received from FDOT the contract documents comprising a JPA between FDOT and the City to provide matching funds for the Airfield Electrical Improvements project. The total cost for these electrical upgrades is estimated to be \$356,236.90, of which \$308,236.90 is allocated for construction, and \$48,000.00 is allocated for engineering. The City is in receipt of a grant award from the FAA to fund 95% of the costs for this project. The City's cost share will be 2.5% (\$8,905.92), and the aforementioned JPA will fund the remainder, which shall also be 2.5%, or at least \$8,905.92. These contracts are expected to be on the consent agenda for the November 17, 2009 meeting of the City Commission.
- The first pre-construction meeting for the Airfield Electrical Improvements project is expected to take place early next month. Sufficient funding has been made available by FAA and FDOT to complete concurrently all four FY2009 AIP projects comprising the Airfield Electrical Improvements project (bid request 2009-13). Staff is in receipt of the "recommendation to award" documentation for the construction phase of the project. The low bid of \$308,236.90 was made by H.L. Pruitt Corporation.
- Staff completed a draft of the final report of the Aircraft Noise Abatement Task Force. Upon acceptance by the Task Force members, this report will be provided to the City Commission as an ancillary to the Task Force Chairman's presentation.
- Staff received an executed JPA from FDOT relative to Resolution #2009-60, a grant application to provide 100% funding for airport security fencing and surveillance technology. Installation of the phase one fencing is complete. Preliminary quotes have been received for phase two of the fencing project, and a formal bid request was published on Saturday, October 23, 2009. Bid opening is scheduled for November 4, 2009. Staff has received five bid inquiries from potential vendors, so far. Approval from the City Commission will be required in order to award a contract for phase two, and staff is working to place a request for such approval on an upcoming agenda, pending completion of the bidding process. Staff continues to move forward with additional bid advertisement preparations and research in order to implement the remaining security upgrades at the airport.
- Staff participated in a conference call with Gigi Rechel, Chair of the Legal Affairs Committee for the Florida Airports Council, and General Counsel for the Hillsborough County Aviation Authority. Ms. Rechel offered advice and insight regarding negotiations with the FAA over the amended and re-stated Riverbend Golf Club ground lease.
- Staff worked with the City Attorney and the City Clerk to finalize details regarding an aviation lease proposal for parcel 2 of the southeast quadrant of the airport, which has been placed on the consent agenda for the November 3rd meeting of the City Commission. This lease will generate rent payments to the airport fund of \$7,840.80 per year.
- Staff secured FAA approval for the September 30, 2009 deadline to complete the design portion of the OMN heliport project to be extended to September 30, 2010. Site inspection for the proposed heliport has been completed, and approval of the proposed site has been received from the FAA. It is expected that the design portion will be complete before the end of this calendar year.

- Staff continues to work with several interested parties to lease the remaining parcels on the SE Quadrant of the Airport. A conceptual site plan for parcel # 3 is being designed by the lessee that would allow for manufacturing, offices, and hangars.
- Staff is crafting an RFP for the vacant land in the SW Quadrant of the Airport that will be discussed with the City Commission.

Finance/Budget/ /Utility Billing Services

- On-going Projects
 - Compile information for continuation of audit by IRS.
 - Preparation of year-end audit.
 - Completed Projects
 - Processed 49 Journal Entry Batches (# 5461 – 5494 & 215 – 295).
 - Approved 72 Purchase Requisitions totaling \$505,290.07.
 - Issued 20 Purchase Orders totaling \$78,255.04.
 - Mailed seven (7) “letters of intent to award” for Bid No. 2009-13, Airfield Electrical Improvements on 10/23/2009.
 - Prepared 164 Accounts Payable checks totaling \$335,591.12 and 20 Accounts Payable EFT payments totaling \$112,762.65.
 - Prepared 63 Payroll checks totaling \$58,896.56 and 324 Direct Deposits totaling \$372,559.31.
 - Transferred IRS 941 payment of \$146,232.39.
 - Processed 3,367 cash receipts totaling \$984,590.99.
 - Processed 1,184 utility bill payments through ACH totaling \$68,969.37.
 - Processed and issued 4,953 utility bills with billed consumption of water of 17,391K.
 - Issued 423 past due notices on utility accounts.
- Public Information
 - Press Releases
 - Walking with the Manager
 - Completed November Employee Newsletter
- Grants
 - Grant files maintenance, reporting, setting up new grant files, following up on grant reimbursements.

Fire Department

- Operations
 - Fire Chief participated in Webinar hosted by the National Weather Service. Topic was Dry Season Forecast November - April. The National Weather Service is forecasting above normal rainfall as well as the high potential for tornadoes all related to the current El-Nino weather pattern.
 - Two discussion items developed for the November 3, 2009 City Commission meeting.
 - Continued the Flu Shot Program at Station 91. Administered 196 vaccines this week with an overall total of 1603.
 - Fall fire hydrant maintenance program continued, to include painting, flowing and inspecting condition of 110 hydrants.
 - Conducted “Quality Assurance” on state incident reporting.
 - Continued updating and converting business preplan data for implementation of new preplan software.
 - Fire Chief attended Volusia County Fire Chiefs monthly meeting.
 - Held bi-weekly administrative staff meeting.

- Weekly Statistics

6	Fires
3	Fire Alarms
4	Hazardous
60	EMS
7	Motor Vehicle Accidents
18	Public Assists
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98	TOTAL CALLS

- Training Hours

5	Driving
6	EMT Refresher Module
3	Pump Operations
35	Rapid Intervention & 2 IN / 2 Out
4	Tactics
18	Technical Rescue
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71	TOTAL STAFF HOURS

- Activities and Public Education Events

- Fire Extinguisher Demonstration – Trained 17 Employees of PACE Center for Girls
- Public Education Events attended for “Fire Prevention Month”:
 - Tomoka Fall Festival – over 700 in attendance
 - Kidsko Learning Center – 40 children
- Conducted Tour of Station 91
- 7 Pre-Fire Plan Updates
- Weekly Fire Explorers meeting held at Station 92

Human Resources

Staffing Update

- Job Requisitions
 - Senior Planner
 - OA II (Neighborhood Imp)
 - Police Officer
- Approved/Active Recruitment
 - Senior Planner
 - OA II (Neighborhood Imp)
 - Operator, WWT
- Screening/Interviews Scheduled
 - Police Officer
 - PT Rec Leader Sports
 - Engineering Inspector (selection pending)
- Background/Reference Checks
 - PT Rec Leader Nova
- Job Offers
 - 1 (PT Rec. Leader)
- Terminations/Resignations
 - Fire Captain effective 10/31/09
- Promotions
 - Police Sergeant Annual Promotional Selection Process scheduled
- Demotions

- Transfers

Pay & Classification Plan

- Polling local gov'ts regarding 2009-2010 wage increase

Employee Benefits Program

- ID cards and SPDs distributed to employees, retirees, COBRA participants
- Processing retiree pension plan distribution application

Union Issues

- Notified GEA of Commission's position re: Wage Reopener
- PBA meeting scheduled for 10-28-09 rescheduled to 11-04-09

Risk Management

- 2nd floor safety/security concerns: Several controls installed and being used. Draft Summary Memo completed and in review process
- Motor vehicle accident involving PD cruiser; likely total loss – awaiting Fleet Operations report. Will subrogate damage.
- Incident involving FD Engine (Quint – ladder truck); some property damage to controls on ladder when truck was driving at a slow rate of speed beneath a low-lying tree branch. Damage estimates forthcoming – vehicle remains in service.
- Monthly Claims Committee Meeting
- Attended annual PRIMA Educational Conference

Information Technology (IT)

- Work Plan Projects
 - Hardened Data Center
 - HVAC - Vendor has begun work, inside units have been installed
 - Electrical – Contractor has begun work
 - Server Virtualization – Benchmarking prototype server base image
 - Document Imaging – City Clerk project – Project moved to FY 09-10 implementation
- iSeries system (HTE Sungard Naviline) - None
- Windows Servers: - None
- Networking System: - None
- Work Orders: - 36 New work - 45 completed - 48 in progress

- Virus Protection – Email

- E-mail spam and virus prevention via MX-Logic service.
 - For the week:

Total inbound E-Mails	56,373	Net Inbound E-Mails	40,628
Inbound Bad E-Mail	14,985	Percentage bad mail	27.9%
Virus Messages Blocked	759	← Triple the normal Amt	

Notable Events: Backup systems have gone tapeless. The backups are being done to intelligent disk devices by DataDomain which eliminates duplicate data. This modern backup technique results in faster more reliable backups that are replicated to two physical locations (City Hall and Police Department). The HTE system remains on tape until we can find an alternative solution to tape for that system.

Geographical Information Systems (GIS)

- Addressing Additions: 0 Changes: 4 Corrections: 0
- Map/Information Requests: 30
- Information Requests from External Organizations: 1

- CIP Related Projects (pavement management, project tracking map): 0
- Notable Events: Preliminary EAR Maps, attended the HTE Southern SUGA Conference

Leisure Services

- Administrative Services
 - Administrative Services highlights
 - Public Works Staff meeting
 - City Manager's Staff meeting
 - Supervisory Staff meeting
 - Facilities Maintenance Supervisor meeting
 - OB Tennis Center meeting
 - Nova Tennis Center meeting
 - Rockefeller Garden Pond Issues meeting
 - Camp Expo planning meetings
 - Adult soccer information meeting
 - FPL – OBSC issues meeting
 - Citizenship Presentation at Boy Scouts meeting
 - Comp. plan review with Rec. Manager
 - St. James School meeting
 - New Smyrna Beach skatecourt visit
 - Daytona Beach skatecourt visit
 - Right of way mowing research
 - Religious holiday recognition/sports follow up
- Athletics
 - Luis Camacho continues to run Adult Men's Soccer Leagues, 11 vs. 11 and 6-a-side. These are held on Sunday afternoons and Monday evenings.
 - The City Coed Adult Softball League continued their second half games, which have been divided into an "A" and "B" division.
 - The City Men's Softball Fall League continued games this week at the Dale Buttleman Softball Quad.
 - The City Youth Flag Football Program continued games this week, Monday through Friday. Four to five games are held nightly.
 - The Ormond Beach Youth Baseball/Softball Association concluded their Fall Game Season this week at the Nova Fields and Softball Quad. This includes the Boy's Baseball, as well as the Girl's Softball.
 - The Ormond Beach Soccer Club once again played its recreational games this Saturday and also continued competitive games.
 - The City Youth Volleyball Program is continuing at the Nova Gymnasium. Training/games are held every Tuesday and Thursday evenings from 6:30 to 8 p.m. Currently, 46 participants (all girls) are signed up. The final night is November 5th.
 - Seabreeze Girl's and Boy's Soccer continued their pre-season practices this week on Soccer Fields 6 and 8 at the Sports Complex.
 - Games are scheduled to begin the first week in November.
 - Pop Warner Football hosted two playoff games Sunday at the Sports Complex, Field 7.
 - Upcoming Fall Activities: Lady Renegades Tournament November 7th and 8th.
- South Ormond Neighborhood Center
 - Splash pad operational hours are 10:00 a.m. until 7:30 p.m.
 - Open gym and weight room as per operational hours 1:00 p.m. until close.
 - Neighborhood Park opens from sunrise until 11.00 p.m.
 - Adult basketball league play is held Tuesday and Thursday evenings.

- Athletic Field Maintenance
 - Mowed infields and outfields of baseball fields 1 - 4
 - Mowed soccer fields 1 - 10
 - Mowed common areas
 - Painted soccer fields 1 - 10
 - Mowed softball fields 1 - 5
 - Prepped softball fields for practice
 - South Ormond: cleaned tennis and basketball courts, mowed and prepped softball field
 - Osceola Elementary: prepped softball fields, cleaned tennis, basketball and handball courts
 - Nova Park: mowed infields and outfields, cleaned skateboard park, tennis and handball courts, prepped fields 1 - 5 for practice
 - Prepared fields 2 - 5 for OBYBSA games
 - Fertilized soccer fields 5 - 6
 - Fixed soccer goals and nets
 - Prepped football field for Pop Warner Tuesday game
 - Fixed irrigation problems on soccer fields 1 - 6
 - Placed player benches and garbage cans for all soccer fields
 - Prepped, painted foul lines, dragged and marked softball field 7 for coed
 - Applied final coat of paint for football field for Pop Warner games
 - Prepped soccer fields 1 - 10 for games
 - Sprayed five Nova baseball fields with herbicide for weeds
 - Picked-up and dropped off equipment to Fleet on daily basis
 - Made fuel runs for equipment
 - Placed rugs, benches, garbage cans and football field markers for JV games
 - Cleaned up fields that were used over the weekend
 - Prepped and marked fields at Osceola for tee-ball games
 - Repainted flag football fields on softball fields 3 – 4
 - Fertilized softball and Nova fields with 5-10-15

- Senior Center
 - Staff hosted normal evening programming including, Kinetic Expressions Dance Academy, Granada Squares Dance, Billiards, Tomoka Duplicate Bridge, Chinmaya Church, Tai Chi and the Daytona Community Church.

- Performing Arts Center
 - The PAC hosted the Citizen of The Year Awards Banquet on Wednesday evening in the Studio. Citizens for Ormond Beach sponsored the evening that consisted of a presentation by City Manager, Joyce Shanahan, several guest speakers and the presentation of the Citizen of the Year Award to Benny Woodham, Tomoka State Park Manager.
 - Staff spent the week preparing for the Kinetic Expressions Dance Academy first annual Halloween Show. The show named CREEP is a showcase of some the scariest dance moves ever seen. A special tribute to the late Michael Jackson and Thriller will be the finale of the show.
 - The Kopy Kats Club spent Thursday on stage this week preparing for their November show. The Kopy Kats are one of the PAC's internal show groups with proceeds from their shows going directly to benefit the PAC.
 - The Performing Arts Center hosted the following classes throughout the week as part of its regular operations.
Monday – Hawaiian Dance, Show Club Open Dance, Kopy Kats Open Dance, Children's Musical Theatre, KEDA

- Tuesday – Theatre Workshop, Theatre Workshop Dance, Seaside Singers, Webb Tap & Jazz, Rising Starz Spirit League, Simmons Ballet, Judo
Wednesday – Show Club Skits, Upbeats Choral, Devito Dance, Kopy Kats Skits, Children’s Musical Theatre, KEDA
Thursday – Devito Dance, Tavega Ballet, Kopy Kats, Rising Starz, KEDA
Friday – Greene Dance, Children’s Musical Theatre
- The Performing Arts Center is preparing to host the following events:
 - October 31st ♦ KEDA Halloween Special (rental)
 - November 4th ♦ American Medical Systems Seminar
 - November 7th ♦ Jonathan Brady in Concert (rental)
 - November 13th ♦ Kopy Kats Show (rental)
 - November 14th ♦ Kopy Kats Show (rental)
 - November 15th ♦ Kopy Kats Show (rental)
 - November 20th ♦ Recovery Comedy Tour (rental)
 - November 21st ♦ 24k Gold Music Shows (rental)
 - Community Events
 - Senior Games: assisted with 35 contests for Senior Games from start to finish.
 - Veterans Day: flyers were distributed, program development ongoing, sponsorship mailing completed, ticket sales ongoing, held Veterans Day Committee meeting.
 - Holiday Parade: Registration mailing complete and tracking participants, developing sponsorship flyer and letter, attended Committee meeting.
 - Other Events: Planning for Holiday Concert, Planning meeting for Summer Camp Expo/Fair, Planning for Birth Place of Speed 2010
 - Gymnastics
 - Classes have been running smoothly; Coach George assisted with Special Olympics in Orlando on Friday.
 - Friday, October 30th was Movie night at the Gymnastics Center with plenty of fun for all.
 - Nova Community Center and Special Populations
 - The Phonics Game, the Activity Class for 2½ to 5 year olds and Miss Debby’s Dance Classes continued their fall season of classes throughout the week.
 - An inclusive Jazzercise class for both typical and special needs children and adults met for the sixth week on Thursday.
 - Nova conducted regular classes in jazzercise, “take off the pounds sensibly” (TOPS) and Yoga.
 - The City of Ormond Beach and the Special Populations Activity and Recreation Council (SPARC) Halloween Dance was on Friday, October 30th. Approximately 150 participants enjoyed the DJ, dancing, dinner, arts & crafts and getting their individual pictures taken.
 - FitGyms conducted their personal training, tennis lessons and Fit Moms throughout the week.
 - Athletics met in the Nova Gymnasium on Tuesday for Coed Volleyball.
 - Nova’s Coordinator attended the Purchasing and Inventory training on Tuesday.
 - Open play took place on during the week for those who participated in basketball, the game room and the exercise room.
 - The Casements
 - Tai Chi continues on Wednesdays at The Senior Center
 - Yoga Classes continue on Tuesday and Thursday at Bailey Riverbridge
 - The Casement Guild Crafters met this week on Thursday at Bailey Riverbridge to continue working on craft items for the Gala.
 - Casement staff assisted with set up and strike of the Farmers Market on Thursday.

- The Casements Coordinator attended the monthly Guild members meeting on Wednesday at Bailey Riverbridge from 10:00 a.m. until noon.
- The Coordinator met with Ormond Mainstreet to discuss logistics, lighting and parking for the upcoming Riverfest event scheduled for November 21st and 22nd.
- The Coordinator arranged Mainland High School's ROTC to assist with the hanging of the greens, part of the exterior holiday decorating at The Casements for Saturday, November 21st, from 8:00 a.m. until noon.
- Planning continues for The 21st Annual Native American Festival scheduled for January 22-24.
- Planning continues for the free outdoor Veterans Day concert on Thursday, November 12th at 7:00 p.m.
- Planning continues for the Multi-Cultural Event "Unity in Our Community" slated for early February.
- Initial planning for the 100th Anniversary of Boy Scouting in America event scheduled for February.
- Leanna Smith joins The Casements team this week as Special Event Technician. We welcome Leanna and look forward to having her on our team!

- Facilities Maintenance
 - Repaired lights on basketball court at SONC
 - Repaired RENL light at Ormond Municipal Airport
 - Repaired A/C system at Nova Rec.
 - Drained, cleaned and installed new pump at Hospital Park Fountain
 - Repaired toilet in men's room at Osceola Elementary outside restrooms
 - Constructed wall with doorway for storage at the Ormond Art Gallery
 - Repaired two lights at the Ormond Beach Gymnastics
 - Repaired seven decorative streetlights on Streetscape
 - Repaired broken urinal at the Police Station
 - Repaired damaged gutters at SONC

- Parks and Irrigation
 - Tested system at Fire Station 93, replaced three broken rotors and one spray head.
 - Installed new batteries in DC timers on West Granada medians and replaced several damaged spray heads
 - Removed snails from rotor heads at Rockefeller Gardens
 - Repaired line break at Fortunato Park
 - Replaced six spray heads and installed new batteries in DC timers on S. A1A medians
 - Performed semi-annual system test at Fire Station 94
 - Replaced eight spray heads and adjusted rotors
 - Removed damaged timer and installed new timer at Airport entrance medians. (lightning damage)
 - Replaced broken I-25 rotor at Fortunato Park
 - Replaced five damaged spray heads and repaired one zone line break at Chamber of Commerce parking area
 - Installed new battery at Public Works timer and run zone.
 - Installed air hand dryers in men's and ladies' room at the Soccer Complex
 - Repaired broken bench at Central Park I
 - Repaired water cooler at Central Park II
 - Replaced damaged border around playground at Central Park I
 - Repaired water wheel at Rockefeller Gardens

Police Department

- Administrative Services
 - Attended Department Directors' meeting with City Manager.
 - Participated in National Weather Service Conference Call regarding Dry Season forecast (Nov-March). Summary – increased chance of severe weather and above normal rainfall, some chance of below normal temperatures)
 - Provided presentation to Ormond Beach Kiwanis Club.
 - Met with several citizens.

- Community Services & Animal Control
 - 45 Animal Calls (Hard week)
 - 7 Animal Reports
 - 1 Animal to FHS
 - 1 Animal to Wildlife Rehabilitator
 - 3 Solicitor Permit
 - CSO Stephens is fostering the abused puppy from Oak Brook Dr. while she recovers from her injuries and receives medication. Donations are currently covering the costs associated with all medical treatment expenses.

- Criminal Investigations
 - Cases Assigned: 19
 - Cases Cleared by Arrest/Complaint Affidavit: 3
 - Cases Exceptionally Cleared: 2
 - Inactive: 6
 - Fraud: 2
 - Burglary Business: 0
 - Burglary Residential: 5
 - Larceny Car break: 7
 - Grand Theft: 1
 - Auto Theft: 1
 - Missing Persons: 1
 - Death Undetermined: 1
 - Crime Trends: Numerous carbreaks in the area of Leeway Trl. We have suspect information regarding a red Mustang with no tag was used during these crimes. Flagler County Sheriffs Office responded to their area of Leeway and contacted individuals matching our suspect vehicle description. Detectives are following up on this lead.

- Records
 - Walk-ins / Windows 233
 - Arrests / NTA'S 12
 - Citations Issued 105
 - Citations Entered 234
 - Reports Generated 217
 - Reports Entered 224
 - Mail / Faxes / Records Requests 106
 - Phone Calls 302

- Operations
 - 10/22/09 – Crash City Vehicle – officer involved crash; officer received minor injuries instructed to take two days recovery time by Doctor; FHP investigating crash.
 - 10/22/09 – Burglary Carbreak – S. Yonge Street – vehicle unlocked; purse and contents taken.
 - 10/23/09 – Burglary Residence – S. Nova Road – forced entry; lawn equipment stolen.

- 10/23/09 – Auto Theft – W. Granada Blvd. – keys left in vehicle; vehicle stolen while owner paying for gas.
- 10/23/09 – Burglary Residence – Nottingham Trail – electronics and snake taken.
- 10/24/09 – Burglary Vehicle – Leeway Trail – unlocked vehicle; items taken.
- 10/24/09 – Burglary Vehicle – Arabian Trail – unlocked vehicle; cash and electronics taken (3 separate vehicles entered)
- 10/24/09 – Burglary Vehicle – Leeway Trail – unlocked vehicle; radar detector taken.
- 10/24/09 – Burglary Residence – Arroyo Parkway – ongoing issues; known suspect.
- 10/25/09 – Vandalism – Cassen Park – sink ripped from wall in bathroom.
- 10/25/09 – Armed Robbery – S. Nova Road – victim had made arrangements to purchase narcotics; suspect robbed the victim at knifepoint during the supposed delivery of narcotics.
- 10/28/09 – Burglary Residence – Cherokee Trail – door kicked in; items taken; possible known suspect.
- 10/28/09 – Hit & Run/DUI – Division & S. Yonge St. – crash, one vehicle left scene; later apprehended and driver charged with DUI and other crimes.
- 10/28/09 – Fugitive Arrest – S. Atlantic Avenue – tip received regarding wanted individual; suspect located and taken into custody.
- 10/28/09 – Burglary Carbreak – Parque Street – vehicle entered items taken.
- 10/28/09 – Armed Robbery – S. Atlantic Avenue – initially reported as Home Invasion to motel room; victim robbed and battered by known suspects.

- Traffic Unit:
 - 09-10-00461: Crash / City Vehicle - Southern Parkway / Virginia Terrace: FD ladder truck drove under an oak tree limb and knocked off a utility box.
 - Motor Units deployed the SMART Trailer system at the 1500 BLK of N. Beach Street southbound to warn motorcycles of their speed coming out of “The Loop” / Tomoka State Park.
 - Traffic surveys and statistical review of John Anderson Drive traffic issues were completed and report submitted to staff.
 - (Most of this week was spent in training and administrative assignments. Productivity counts below are lower than usual.)
 - Traffic Citations 36
 - Parking Citations 0
 - Crash - No Injury 12
 - Crash - Injury 3
 - Crash - Fatal 0
 - Selected Traffic Enforcement Patrol (S.T.E.P.) Locations
 - Total Citations Issued on S.T.E.P.: 6
 - Self-Initiated Enforcement Locations:
 - US 1 / SR 40
 - US 1 / Hand Avenue
 - John Anderson Drive
 - SR A1A
 - Granada Bridge
 - Enforced Complaints:
 - 100 Block Clyde Morris Blvd. (Crossings)

Neighborhood Improvement

- Weekly inspection statistics by Commissioner Zones
- Zone 1: 6 Cases Initiated
- Zone 2: 4 Cases initiated
- Zone 3: 3 Cases initiated
- Zone 4: 1 Cases initiated

(In order to meet the reporting deadline, the numbers of cases initiated have been tabulated from Thursday the week before through Wednesday the week the information is to be reported. These numbers do not reflect NID's entire case load.)

- 11 tree removal permit requests
- Administrative staff assisted with two (2) citizens in the lobby and fifty-nine (59) telephonic requests.

Public Works

Engineering

Construction Projects:

- Hardened Data Center- Met with Contractor for electrical layout. Investigated feed from Generator.
- Division Avenue Roadway Construction & Watermain Extension- Asphalt paving between S. Ridgewood Ave and US1 was reworked and tested for tolerance. Section from Ridgewood to S. Beach St. was also paved.
- Wells 7A & 18 A, Division Ave- Construction completed. Some final SCADA system adjustments must be made, but wells are functional.
- 2009 Roadway Resurfacing- Resurfacing is substantially complete. Final paving will be performed on the south section of Pineland Trail.
- Airport Rd JPA-Shoulders/ Stormdrain improvements/ Sunshine Turn Lane & Utility Relocates- Utility offsets have begun.
- I-95 & SR40 Bridge Landscaping – The contractor installed the erosion control fabric, under-plantings and mulch along the Northeast bridge slope. Next, they plan to complete the northwest bridge slope.
- US1 Forcemain Extension Phase II- Continued to investigate watermain to see if repairs are feasible.
- Ann-Rustin Underdrain- Construction is approximately 95% complete. Restoration is in progress.
- Avenue La Vista Stormdrain Repair- Construction is approximately 60% complete. Pipe liner materials should be delivered next week for completion of the project.
- Santa Lucia Avenue Outfall Repair- Construction is substantially complete.
- Arroyo Replacement Fountain – The contractor has scheduled the installation to begin on 10/30.
- Milton Pepper Park – Staff will be installing a connector sidewalk from the road to the playground entrance ramp along with two benches on concrete pads.
- Casements Architectural Improvements – Progress meeting was held. Contractor is painting exterior, completing plumbing, HVAC, and electrical.

Design Projects:

- Beach Ramp Beautification Grant – Finalizing both designs to complete the application.
- Rima Ridge Wells 54, 55 & 56- Design Plans are complete. Permits are being routed to VCHD.
- Water Treatment Plant Distribution System, Phase II- Extension plans from US1/ Division Ave to WTP are completed.
- Alcazar-Buena Vista Drainage Area Improvements- Kickoff meeting was held with design consultant. Survey is complete.
- Airport Rd Forcemain Extension- Design is approximately 70% complete.
- CDBG Decorative Pavers – Staff is waiting for County approval to move surplus funds from other completed projects. The project is schedule for City Commission award on 11/3.
- Wastewater Treatment Plant Expansion and Rehabilitation – Consultant is preparing prequalification package for prequalifying contractors prior to advertising the project for

- bidding. This will help eliminate inexperienced contractors from bidding this very important City Capital project.
- Downtown Improvements – The purchase of new benches and trash receptacles is scheduled for City Commission award on 11/17.
 - SR 40 Sdwk/Trail Phase I - Responded to additional questions and comments on plans. New bid docs and plans were prepared.
 - Tomoka State Park – Contacted Tallahassee and forward new survey.
 - Halifax Drive Resurfacing – Preparing bid package so we are ready “shovel ready” should additional ARRA funds become available.
 - OBSC Replacement Netting – Staff is soliciting quotations for review.
 - OBSC Boundless Playground – Staff selected a playground manufacture and instructed their design team to expand on the presented concept for review.
 - LED Lighting Conversion – Staff has completed an inventory of the existing decorative fixtures within the downtown streetscape.
 - Stormwater Study – Consultant has completed modeling and draft recommendations. Staff is reviewing and will present information to the City Commission at a workshop on December 15th. Application prepared for submitting to VC LMS on October 27th for FEMA HMGP priority ranking. \$1.4 M available from Federal Disaster Relief Assistance for the May 2009 storm event through the HMGP grant program.
 - Hand Avenue- Consultant is finalizing response to RFI for consultant.
 - Cassen Park Ramp Extension – Submitting permit application to State.

Development Review:

- Prepare document for the bike alternate on SR 40
- Responded to house layout on wetland for Hammock Lane

Administration:

- Processed project invoices/pay requests totaling \$388,938
- Prepared work authorizations totaling \$2,661
- Prepared requisitions/PO's totaling \$68,804
- Interviewed 3 candidates for Engineering Inspector position.
- Staff met to discuss various items and to form further direction on HOA pond maintenance.
- Investigated progress of removing illicit backfill at 242 Military Blvd.

Meetings:

- Mckim & Creed new survey vehicle demonstration
- P&S paving on City Hall Parking
- Attended East Volusia County Safety Committee
- Technical committee held the kick-off meeting with the consultant (CDM/QLH) for the EVRWA stormwater project. Preliminary Engineering Report to be submitted by December 21st for review.

Customer Service:

- 120 John Anderson Citizen concerns about fence and property line.

Other:

- 5 Tomoka View Revetment permit review
- Review 41 Shadow Creek Way Paver D/W Permit
- Review Illegal dock pilings permit @ 1772 John Anderson
- Wilmette FM Drawing info to consultant surveyor
- Locate Public Works Right of Way drawings for Utilities Mgr.

- Supply Alcazar/Buena Vista/ Arroyo Pkwy Utilities info to Mckim & Creed
- Magnolia St Leaning Wall Measurement
- HOA Pond Ownership & Maintenance Costs Calculations Spread Sheet Update
- Trails S 40 Drainage plan locate
- Layout illegal dirt to be remove (code violation) John Bourk 720 Amsden

Environmental Systems

Street Maintenance - Asphalt / Concrete

- Stormwater Utility Cut at New Britain Ave
- Stormwater Utility Cut at Hand Ave and Bryant St.
- Removed broken concrete and filled void around stormwater grate at Misners Trail
- Leveled asphalt at Misners Trail
- Leveled asphalt at Tomoka Ave (east of Orchard St)
- Leveled asphalt at Milton Pepper Park
- Leveled asphalt on Caladium Drive
- Installed re-bar in form for concrete pad at Wastewater Treatment Plant per IT Department
- Poured concrete around three (3) fire hydrants on South Atlantic Ave. in order to stabilize.

Tree Crew

- Trimming at City yards and City Hall (including Corbin St. parking lot at school).
- Trimming over sidewalks on SR40 from Lowes to the railroad tracks
- Trimming on west side of road on South Old Kings Rd.
- Trimmed dead tree on Casements Drive.
- Removed dead palm tree on northbound US1.

Maintenance Crew

- Rotated Special Event Bridge signs
- Debris cleanup on Granada Bridge
- Weed control beneath Granada Bridge
- Weed control at DOT locations
- Repaired washout on Arroyo Parkway, east of Nova Rd.
- Removed yard waste dumped in Right-of-Way on Old Tomoka Rd.
- Graded roads at all City parks, Airport Sports Complex, and Old Tomoka Rd.
- Graded boat ramp at Fortunato Park.
- Maintenance of various vehicles
- Assisted Concrete Crew with fire hydrant stabilization
- Assisted Concrete Crew with flagging and traffic control at Tomoka Ave and Orchard St.
- Removed bench at Central Park III

Sign Shop

- Rockefeller Gardens – Removed four (4) signs that read “No Skateboarding, Rollerblading, bicycling, etc.” and replaced with four (4) signs that read “No Skateboarding” per request from Steve Stershic.
- Replaced missing stop sign, post, names at Alden Rd and Amsden Rd.
- Replaced four (4) “Ped X-Ing” signs on N Halifax Drive at Ann Rustin Drive.
- Constructed 15 new signs “No Outlet”, “Ahead” (used with “Ped X-Ing”), and street number signs.
- Repaired or replaced signs at various locations beachside north of East Granada Blvd (eight locations).

Stormwater Maintenance – Maintenance Crew

- Locates citywide
- Mowed SR40 westbound with tractor and bush hog.
- Hauled dirt from Airport with dump truck and loader
- Responded to broken sewer line at the Northbrook ditch with dump truck and Gradall
- Training on new Reachout Mower – mowed Lakebridge and Wilmette Ave area.
- Inspected and cleaned carp barriers
- Inspected various pump stations
- Investigated flooding situation at Marie Cir.
- Repaired basin at Misners Trail
- Repaired basin at Tanglewood Cir.
- Repaired pipe at Hand Ave. and Bryant St.
- Cleaned line and basins throughout the City with the Vacon
- Picked up filter fabric for pipe repairs

Street Sweeping

- Cleaned 82.5 miles of roads
- 23.0 cu yards of debris removed

Fleet Operations

- **Pm Services completed for the week:**

<u>Emergency—Vehicles and Equipment</u>	<u>Non-Emergency Vehicles and Equipment</u>
12	28
- **Road Calls for the week:**
3
- **Accidents for the week:**
Total: 2
055-Fire Dept.
065-P.D.

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

<u>Diesel</u>	<u>Gas</u>
4544 gallons	9522 gallons

Comments:

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

Utilities Division

Projects Summary

- Staff reviewing final edits received from Barnes Ferland and Associates, consultant, for Consumptive Use Permit (CUP) Compliance Report.
- Cross Connection Control (CCC) Program Management Services with Hydro Designs, Inc. (HDI): hazard surveys for commercial properties ongoing. Draft CCC Plan and Ordinance reviewed by staff. HDI well into actual management of program and database records.
- Wilmette Ave. Forcemain Replacement Project –Reviewed/revise shop drawings for the manhole drop assembly. Force main piping is installed and backfilled for large portion of project. High groundwater table requires installation of dewatering system for lowering

- groundwater elevation to facilitate final piping and valve installation for connection to the force main and receiving manhole.
- Ormond Beach Wastewater Treatment Plant Rehabilitation Project –Staff to prepare Change Order upon final understanding and receipt of additional contract time request and justification. Additional information was requested on the centrifuge shop drawings to determine how the framework and high efficiency motor will be resolved. Staff discussions concluded that the delivery be postponed until structural certification is received to satisfaction of engineer of record and City. Structural computations were approved by CDM's engineer. Forwarded the \$34,608.60 CDM engineering cost proposal to contractor, CenState, and requested a response concerning our request for participation of this expense related to extending the contract time. The contractor is indicating that a request for an additional 120 days is anticipated due to pump delivery delays realized for the influent pump station.
 - Ormond Beach Wastewater Treatment Plant Expansion – Reviewed and commented on an updated construction sequence schedule.
 - North Beach Street Water Valve Replacement near intersection of Hernandez – Sent the response letter and revised plans for the Volusia County Right of Way Permit to the County for processing
 - Division Ave. Well 7A and 18A Rehabilitation – Final walkthrough is scheduled.
 - Water Treatment Plant High Service Pump Station VFD Conversion –Excavations were performed at the site to determine how the existing water mains connect near the filters. The best alternative seems to be connecting to the filter backwash line at filters one through four and installing an above ground 12-inch main to connect to filters five and six. A sketch is being prepared for the contractor to determine what additional costs may be needed to perform this connection. Other decisions that were made include removing a defective 16-inch valve that is frozen shut and replacing it with a sleeve since a continuous water flow will be required in the backwash cycle. A meeting was held with Industrial Control Systems, Inc. (ICS) to discuss the VFD installation at the high service pumps. Potential difficulties include hard wiring the existing pressure signals to the new Programmable Logic Controller (PLC) 1-2. Some reprogramming of the pressure signal data may be more feasible. ICS also expressed concerns about the location of the new high service pump discharge pressure transmitter being sensitive to pressure spikes when the pumps turn on and off. The operators want to add a new power circuit for the water cooler and a signal to open and close the altitude valve from the SCADA screen.
 - Rima Ridge Wellfield Expansion (Wells 54, 55 and 56) – Final plans and specifications were received by the Engineering Department.
 - Pump Station Repair and Replacement – Received an additional cost to change the electrical feed configuration from existing irrigation pump building for promoting full time generator backup capability and one billing drop for facility at Shadow Crossings Lift Station. The cost is \$5,172.70. McDonalds lift station –The existing electrical main disconnect is undersized and is to be increased to 200 amps. The existing wiring from the disconnect to the breaker panel box also must be upsized. The cost for these items will be approximately \$2,300. Continuing work and bypass pumping considerations at LS 6M. Due to the irregular shape of the valve vault at Shadow Lakes lift station, the top slab will need to be poured in place. The contractor submitted a proposed change order price of \$6,744.75 to perform the work.
 - State Road 5 at State Road 40 (US1 & Granada) –Reviewed plans and met with FDOT to discuss proposed project impacts to include water main relocation due to necessary FPL pole relocation impacts.
 - State Road No. 40 from the West End of the Granada Bridge to SR A1A – Reviewed plans of the proposed FDOT work to be performed. Staff performed a field check of the utility locations. Met with FDOT to discuss the project.
 - Ormond Beach Wastewater Treatment Plant Operation Permit – The permit was received.

- Airport Road Widening Project (Utility Relocation JPA) – A water main valve was installed by staff. Water and sewer main relocations are being performed by the contractor.
- Tymber Creek Roadway Widening from SR 40 to Peruvian Lane - plotted the utilities onto the County's 90% plans for conflict review.
- SPRC – Met to discuss Ormond Grand. This project was previously approved but construction was halted due to economic conditions and the permit expired.
- Significant Meetings: Volusia MFL Workgroup Meeting held at Volusia County Administration Building on Oct 28. VCOG Water Advisory Committee meeting Oct 30.
- Water Distribution
 - Repaired or replaced 27 residential water meters and installed 3 new water meters w/ services, replaced 4 water services, and disconnected 1 meter service.
 - Tested a 2-3" water meter serving 101 + 103 Clyde Morris Blvd
 - repaired 14 leaks, flushed 4 dirty/cloudy water complaints, replaced 10 boxes/lids, responded to 6 low pressure complaints
 - maintained/ repaired 9 fire hydrants, continued maintenance on the Ormond Beach peninsula, dug 2'x2' pads around 3 fire hydrants on S. Atlantic Ave
 - Flushed Broadriver Rd, Southern Pines Sub, Sea Grape Terr.
 - Rescinded the boil water notice in Pine Trails Subdivision
 - Install a 12" water main valve in conjunction w/ the deflection of the water main by JD Weber construction for storm drain installation on Airport Rd.
 - Leak Detection- Removed loggers from map A2 area, charged equipment for the next section of logging. Correlated a possible leak on Landmark Cir, no leak found, phantom noise due to electricity.
 - Assisted Wastewater w/ the repair of a 10" force main valve.
 - Reassembled the flushing device at 7 Lake Isle Way
 - All vehicles were cleaned and re-stocked.
- Water Treatment
 - Delivered to the City 34.997 million gallons for the week ending October 25th, 2009
 - New delivered to city flow = Finish water flow meter(36.042 mgd) minus backwater(.910 mgd) minus HVAC flow(.108 mgd) minus chlorine production(.027 mgd).
 - Backwashed filters 19 times for a total of 910,000 gallons backwash water.
 - Produced and hauled 81 wet tons of dewatered sludge.
 - Well 21SR Repairs well underway with contractor at site. Coordinating electrical panel installations and vault modifications. Well pump replacement and bacteriological testing scheduled in upcoming weeks.
 - Division Ave Well 7A & 18A Final Walk Through scheduled 11-06
 - UCMR2 lab results returned all non-detect.
- Waste Water Collection - Reuse
 - Crews Responded to three trouble calls.
 - Assisting contractor at WWTP with Influent Pumping Station associated with Project.
 - Assisting J D Webber contractor on Airport Rd. utilities water and sewer adjustments.
 - Supporting Contractor activities to replace 12" force main on Wilmette Ave. this week.
 - Crews repaired two 12" sewer mains behind Northbrook Subdivision impacted by contract crews performing stormwater ditch cleaning.
 - Crews assisted WWTP cleaning three clarifiers with vactor.
 - Continuing flushing reuse mains on beach side due to snails in system.
 - Crew Cleaned 4,200 of sewer main.
 - Televised 1,370' of sewer main.
 - Eleven sewer laterals was televised this week.
 - Crew root controlled three sewer laterals
 - 1M system - performing I & I inspection.

- Read all irrigation system meters at Hunter's Ridge and BAT Plant daily.
- Cleaned buildings and fueled all equipment for weekend.

- Waste Water Treatment
 - Estimated Domestic and Industrial Wastewater flow 27.53 Million Gallons
 - Produced 20.35 Million Gallons of Reuse
 - Produced 8.50 Million Gallons of Surface Water Discharge
 - Influent flows average for the week is 3.93 MGD, plant designed for 6 MGD
 - Produced and Hauled 72.0 Wet of Tons of Dewatered Sludge (13%-15% Solids).
 - Operations support provided for contractor activities at plant site associated with Phase 1 WWTP Rehabilitation Project currently underway.

- Utilities Maintenance Division
 - Water Plant – Well Fields – Booster Stations
 - Assisted operations with relocation of material at Polymer room.
 - Performed PM's to LPRO and Lime softening plant equipment.
 - Replaced Air release valve at Well 38R.
 - PM's to Rima Wellfield.
 - Met with Falcon Industries to fabricate a connector for the automatic valve at HSP #5.
 - Pulled and adjusted meter at well 32H and reinstalled. Turned back over to operations.
 - Performed PM's to Booster pumping stations
 - Assisted Wastewater Plant pump mechanics with Centrifuge back drive fabrication and installation.
 - Replaced filter on water Plant ice machine
 - Unhooked power to 3 plant wells no longer in use and secured wiring.
 - Repaired polymer pump #1 main power.
 - PM's to Division Wellfield.
 - Cleaned shop and put away spare parts.

 - Wastewater Plant – Lift Stations – Reuse System
 - Checked 8P liftstation for high level alarm, found bad relay, replaced
 - Checked 5M liftstation controller, not alternating. Bubbler level system not functioning properly, replaced air pump
 - Hydraulic Back drive on centrifuge went bad, fabricated back drive from an electric motor/pulley and VFD configuration. So far no luck with getting it to work. Sludge will have to be hauled off with a tanker truck. Operations is coordinating this with Shelly's environmental. Will keep advised
 - Assisted Collections division with Rehab at Laurel Ridge Way.
 - 2 Technicians attended Flygt Submersible pump relay logic training in Palm coast – Flygt is the City's standard pumping system specified.
 - Transported 2 generators to Fleet for service.
 - Performed PM's to all WWTP plant equipment.
 - Cleaned shop and put away spare parts.
 - Pulled pump from 8M liftstation and sent to Flygt for refurbishment.
 - Replaced oil pressure gauge at back drive unit.
 - Deragg 3 submersible aerators
 - Monthly PM Service to 21 liftstations(clean and deodorize).
 - Annual PM service to 5 liftstations
 - Utilities Maintenance performed 52 work orders for week of which 42 were preventative maintenance and 10 were repair work orders, as reported in MP2 system.