

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: June 9, 2017

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:

- Staff meeting
- General discussion meetings with HR Director and Risk Manager

Spoke to, attended and/or met with:

- Individual agenda discussion meetings with the Mayor and Commissioners.
- Rotary meeting
- City Commission CIP workshop
- City Commission meeting
- Claims Committee meeting
- Maryam Ghyabi, various topics
- Rotary International Convention

Community Development

Planning

- Planning staff attended a meeting with FDOT, the applicant and design engineer for the Shoppes of Granada Boulevard, Phase II. The meeting discussed the access and improvements required on West Granada Boulevard for the proposed development. One primary concern is the current full access median opening at Pearl Drive and West Granada Boulevard and if bi-directional median improvements would be required.
- Staff attended a neighborhood meeting regarding the Shoppes of Granada, Phase 2. The project proposes approximately 36,850 square feet in four buildings. The primary topics discussed included Granada Boulevard traffic, stormwater, lighting, City utilities on Mirror Lake Drive, and items that would require a Special Exception for the project.
- Staff met with the property owner of 54 Vining Court regarding a potential Building Improvement Grant for awnings, building façade work, roofing, landscaping and handicapped access improvements. The potential grant is scheduled to be discussed at the June 12, 2017, Ormond MainStreet Design Committee meeting.

Building Inspections, Permitting & Licensing

- 6 new business tax receipts issued.
- 369 inspections performed within the City (0 by private provider).
- 84 permits issued within the city, with a valuation of \$2,140,437.00.

Development Services

- A neighborhood meeting has been scheduled for 1245 West Granada Boulevard, Ormond Beach Medical Office Building. The development project proposes to construct a single story, 5,285 square foot medical office building with associated site improvements. The neighborhood meeting shall be held at the Sanctuary of the Church of the Holy Child, located at 1225 West

Granada Boulevard, Ormond Beach, on Wednesday, June 21, 2017 between 6:00 pm and 7:00 pm.

- A neighborhood meeting has been scheduled for 600 West Granada Boulevard, Granada Pointe. The application proposes commercial uses on 19.48 acres south of Granada Boulevard with the realignment of the Tomoka Avenue right-of-way, installation of a traffic signal at West Granada Boulevard and Tomoka Avenue and associated roadway improvements, an interconnected wet detention stormwater pond. The property on the north side of West Granada Boulevard is proposed to be utilized for a 3.05 acre commercial development and 10.06 acres utilized for tree protection and wetland conservation. The project is proposing a Planned Business Development rezoning that is required to be reviewed as a public hearing by the City's Planning Board and reviewed and acted upon by the City Commission. The neighborhood meeting will be held at the Providence Church, Café/Coffee Shop, 1151 West Granada Boulevard, Ormond Beach on Thursday, June 22, 2017, from 5:00 p.m. to 6:00 p.m.
- The SPRC has received a site plan and Planned Business Development rezoning application for the property at 275 and 285 Interchange Boulevard. The project seeks to allow 100 multi-family units on 6.5 acres. The project shall require Planning Board review and City Commission action.
- Approved project construction status (percentage completed):

Project	% Complete
146 North Orchard Street	95%
783 North US 1	30%
Antares of Ormond Beach	0%
McDonald's, 1530 North US1	98%
McDonald's, 105 Interchange Boulevard	98%
Pet Street Vet, 240 South Nova Road	5%
Realty Pros	82%
Specialty Surgery center	60%
Valiant Diners	5%
Huntington Villas, Phase 1B	50%
Ormond Renaissance Condo	65%
Plantation Oaks	15%

Economic Development/Airport

Economic Development

- Ormond Crossings
 - Staff is facilitating the Security First Managers office project planned for Tract 18 in the Ormond Crossings Commerce Park. Several design projects are underway by the SFM consultants including architectural and site planning and utility extension planning. SFM's objective is to begin construction in the fall of 2017.
 - The City Commission has approved the first reading of the Ordinance for the first amendment to Ormond Crossings Development Agreement to modify the timing for the installation of a signal at Broadway Avenue and Hull Road. The second reading will be at the July 25 City Commission meeting.

- Airport Business Park
 - Staff is working with SKYO and the Florida Department of Economic Opportunity in monitoring of the 2016 job creation data and the facilitation with Career Source for training grants.
- Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
 - Staff is working with the economic development service providers on renewal of their service contracts for Fiscal 2018.
- Prospective Business Attraction/Retention/Expansion
 - Staff continues the ongoing outreach to Ormond Beach businesses to assist with expansion opportunities.
 - Staff is working with Edgewell in their continued capital investment and infrastructure upgrades to improve the US 1 manufacturing plant including fire pump system, storage tanks, underground drains, and roadway egress points on US 1.
 - Staff met with a potential restaurateur who visited several available sites in the City. The company continues to review the alternative sites in Ormond Beach.
 - Staff is working with a national grocer to locate a suitable site for a new store location.

Airport Operation and Development

- The City Commission approved a Joint Participation Agreement (JPA) with the FDOT to fund the design phase of the Heliport Improvements Project. The City Commission also approved two interlocal agreements with Volusia and Flagler Counties in compliance with Chapter 333 of the Florida Statutes. The agreements are intended to better protect the airspace around the airport by fostering cooperation between the City and the counties regarding zoning and construction permitting for projects in the vicinity of the airport. The JPA and the interlocal agreements were approved at the regular meeting of the City Commission on June 6.
- The remaining areas to be treated during the bi-annual application of herbicide along the airport's runways and taxiways were treated this week. Crews had been unable to apply herbicide along Runway 8/26 due to the high volume of traffic.
- A pre-response meeting for RFQ 2017-27 was conducted this week on June 6 at 2:00 p.m. Four prospective respondents attended the meeting. This RFQ pertains to the design phase of the project to rehabilitate and extend Runway 8/26.
- Weather conditions have thus far prevented commencement of the FAA's plans to pressure clean and repaint the FAA's VORTAC facility. Staff has been advised that the project will proceed when weather conditions improve. The VORTAC is a navigational aid for aircraft pilots consisting of a co-located VHF omnidirectional range (VOR) beacon and a tactical air navigation system (TACAN) beacon. Cleaning and repainting the VORTAC is the final stage of the FAA's complete rehabilitation of this facility.
- The airport's new backup power generator was tested under actual conditions due to a power outage during severe weather this week. The generator performed as expected, maintaining power to the airport's airfield lighting systems and enabling the airport to remain open for all weather operations.

Finance/Budget/Utility Billing Services/Grants/PIO

Finance

- On-going Projects
 - FEMA reimbursement preparations are in progress.
- Completed Projects - Weekly
 - Processed 37 Journal Entry Batches.
 - Approved 53 Purchase Requisitions totaling \$615,815.81.
 - Issued 30 Purchase Orders totaling \$381,007.25.
 - Prepared 134 Accounts Payable checks totaling \$525,235.83 and 42 Accounts Payable EFT payments totaling \$619,857.70.

- Prepared 16 Payroll checks totaling \$11,758.78 and 345 Direct Deposits totaling \$423,426.05.
- Issued 717 past due notices on utility accounts.
- Auto-called 167 utility customers regarding receipt of a past due notice.
- Processed 343 payments through Interactive Voice Response System totaling \$34,443.41.

Grants/PIO

- Public Information
 - Press Releases
 - Summer Open Gym (June 20, 22, 26, and 29, 10 a.m.-noon)
 - Walking with the Manager (6/16, 8 a.m., The Casements)
 - Other
 - Citizen Contacts
 - Media Contacts
 - Added to and updated items in News & Announcements and other pages on the City's website.
 - Attended weekly staff meeting.
 - Attended CIP Workshop.
 - Attended City Commission meeting.
 - Completed weekly events calendar ad for Ormond Observer.
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Submitted application to the US Department of Justice Bulletproof Vest Partnership for new police officer vests through August 31, 2019.

Fire Department

- Weekly Statistics
 - Fires: 4
 - Fire Alarms: 8
 - Hazardous: 1
 - EMS: 78
 - Motor Vehicle Accidents: 9
 - Public Assists: 57
 - TOTAL CALLS: 157
 - Aid provided to other agencies: 18 Calls – Daytona Beach (7), Holly Hill (1), Volusia County (10)
 - Total staff hours provided to other agencies: 13
 - # of overlapping calls: 38
 - # of personnel sent with EVAC to assist with patient care during hospital transport: 2
 - Total EMS patients treated: 66
 - Keetch-Byram Drought Index (KBDI) East Coast Volusia: 419
- Training Hours
 - NFPA 1001: Firefighting 15
 - NFPA 1002: Driver 30
 - NFPA 1021 Officer 3
 - NFPA 1500: Safety/Equipment 17
 - EMT/Paramedic 13
 - TOTAL TRAINING HOURS: 78

- Station Activities
 - Updated 8 pre-fire plans
 - Provided CPR and First Aid training to Leisure Services summer camp counselors
- Significant Incidents
 - 6/3/17, 7:14 PM: Shockney Dr. – Brush Fire – Provided assistance to Volusia County – Fire located in Tomoka Estates within 200' of homes – two acre fire was contained to marsh area.
 - 6/6/17, 2:27 AM: Wilmette Ave. / FEC Railroad Tracks – Motor Vehicle Accident – Responded to a possible crash heard by resident a few blocks away – a single vehicle was located upside down in water in heavily wooded area – vehicle was pulled from water – one fatality recovered.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Police Officer (Police) open 10-5-15 until filled. Advertised on City web site, governmentjobs.com, Indeed, National Testing Network, and internally.
 - Firefighter/EMT (Fire) open 5-24-17 until 6-25-17. Advertised on National Testing Network and internally.
 - Maintenance Worker II (Wastewater Collection Reuse Distribution/Public Works) open 6-6-17 until 6-21-17. Advertised on City web site, governmentjobs.com, and internally.
 - Part Time Recreation Leader (Nova/Leisure Services) open 5-26-17 until 6-9-17. Advertised on City web site, governmentjobs.com, and internally.
 - Part Time Recreation Leader (Gymnastics/Leisure Services) open 5-31-17 until 6-9-17. Advertised on City web site, governmentjobs.com, and internally.
 - Part Time Community Events Technician (Leisure Services) re-advertised 6-6-17 until 7-7-17. Advertised on City web site, governmentjobs.com, and internally.
 - Applications Under Review
 - Maintenance Worker II (Water Distribution/Public Works)
 - Part Time Office Assistant I (HR)
 - Interviews Scheduled
 - Public Works Director (Public Works)
 - Background/Reference Checks/Job Offers
 - Police Officer (Police)
 - Office Assistant IV (Support Services)
 - Separations
 - Assistant City Clerk (Support Services)
 - Assistant City Manager/Public Works Director
- Employee Events
 - Skin cancer screening for HSA contribution continues until December 31
 - New employee orientation June 14
- Risk Management Projects
 - Attended city commission meeting
 - Attended claims committee meeting
 - American Cancer Society event planning with leadership team
 - Prepared several subrogation demands and follow up on others
 - Participated in several workers' compensation claims management conference calls

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects
 - Finance/Community Development – CRM system replacement – Phase 1 Go-Live May 1 with the Tyler Munis financials and purchasing. Week 6 builds on the successes of the first few weeks with minor tweaks. Users are settling in to the new ways of working with the system and workflows.
 - Police Department – Network fileserver replacement and reorganization of storage hierarchy. Ongoing discussions.
 - IT Strategic Plan – Draft documentation review.
 - Enterprise Infrastructure
 - iSeries system (HTE Sungard Naviline): None
 - Windows Servers: None
 - Networking System: None
 - Work Orders
 - New: 6
 - Completed: 38
 - In progress: 33
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 34,846
 - Inbound E-Mails Blocked: 18,172
 - Delivered Inbound E-Mails: 16,674
 - Quarantined Messages: 2,106
 - Percentage Good Email: 47.9%
 - Virus E-Mails Blocked: 0
 - Notable Events: None
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 5
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 26
 - Information Requests from External Organizations: 3
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 0: Total in system = 1,314
 - Meters GPS Located this week: 0: Total in system = 23,459; 22,716 potable, 732 Irrigation, 11 Effluent
 - Notable Events: Updated EOC laptop

Leisure Services

Administration

- Supervisory Staff Meeting
- Public Works Meeting
- City Manager's Meeting
- Assistant City Manager's Meeting
- Janitorial Services Meeting
- Met with Landscape Contractor for Weekly Updates
- Park Visits
- City Commission Meeting

Contract Manager – Grounds and Athletic Maintenance

- Operations meeting with Grounds Maintenance account manager
- Operations meeting with Athletic Maintenance account manager
- Public Works meeting
- Site inspections of Grounds Maintenance service areas
- Site inspections of Athletic Maintenance service areas
- Site visits with account managers
- Conduct over-site of enhancement, trimming, install and application projects
- Follow-up to concerns, issues and questions within scope of work
- Weekly administrative assignments and activities

Environmental Discovery Center

- Social media updates
- City website updates
- Honey Bee program
- Saturday program updates
- Final signature meeting for Eagle Scout project
- Community Garden plot updates – plot assignment, plot cleanups, fix E-trak
- EDC Weekly Attendance 5/27 to 6/2: 68

Athletics

- The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday and Friday at 1 pm at the Sports Complex.
- Lady Renegades are holding practices for their two teams on Tuesday and Thursday nights at 6 pm at the Sports Complex on the Softball Quads.
- Louis Camacho is once again renting Soccer Fields 2 and 9 for 6-a-side Soccer on Monday nights.
- Golden Spikes Baseball hosted an 11U game on Tuesday night at 6 pm on Nova Field #5.
- OBSC hosted a soccer camp this week Monday-Friday from 9 am-12 pm on Soccer Field #4.

Athletic Field Maintenance

- Cleaned park, tennis and basketball courts at South Ormond
- Tended to the infields, tennis and handball courts at Osceola Elementary School
- Cleaned Skateboard Park, handball, tennis, and basketball courts at Nova
- Cleaned Magic Forest and the common area of Nova Park
- Daily cleanup of Limitless Playground by the softball Quad
- Cleaned all sports parks daily of debris/trash from the events during the week
- Prepped fields at Softball Quad for LR practices
- Dragged infields/sprayed weeds/weedwacked at Osceola Elementary and South Ormond
- Blew out batting cages and dugouts at Wendelstedt, Kiwanis, and Softball Quad Fields
- Raked and dragged crimson stone at Wendelstedt in front of dugouts and on warning track
- Fixed bullpens at Wendelstedt and Nova Fields
- Watered all 18 clay infields, as needed
- Prepared fields for USSSA Baseball Tourney
- Removing goals, corner flags, benches, and totes from all soccer fields, except Field 2, 4 and 9
- Prepped/painted Championship Field #7 for Women's Professional Soccer League Game on Sunday at 4 pm.

Senior Center

- Granada Square Dance was held Tuesday from 6:30 pm to 9 pm
- Tomoka Duplicate Bridge was held Saturday from 11 am to 5 pm
- King Jesus Ministries was held on Sunday from 9 am to 1 pm and Monday from 6:30 pm to 9 pm
- Church of Jesus Dinner was held on Saturday from 5 pm to 11 pm

Performing Arts Center

- The Performing Arts Center hosted the following classes throughout the week as part of its regular operations:
 - CMT Dance Camp was held Monday through Friday
 - Ormond Church Sunday from 8:30 am to 12:30 pm
- The Performing Arts Center is prepared to host the following events:
 - South Beach Spring Showcase, Saturday, 7 pm-9:30 pm

South Ormond Neighborhood Center

- Splash pad open through November 31
- Open park and playground sunrise to 11pm daily
- Fitness room
- Open gym
- Youth basketball practice Tuesday/Thursday
- Summer camp Monday-Friday
- Pavilion rental Saturday/Sunday

Community Events

- Weekly administrative tasks, office work, meetings and activities
- Assisting with Senior Games tasks
- Assisted with City Commission workshop meal
- Planning of 2017 events through July
 - Reel in the Fun Fishing Tournament – June 17
 - Independence Day Celebration – July 4
 - Summer Sounds Concert Series – July 14, 21 & 28

Gymnastics

- Classes are going well and growing
- June session in progress
- Registration is open for June session
- Planning summer Open Gym and clinics
- Trial classes are being offered to attract potential students

Nova Community Center and Special Populations

- FitGyms conducted their personal training and tennis lessons.
- Open Play took place various times during the week for basketball, pickleball, ping pong, the game room and the exercise room.
- Adult Jazzercise continue to meet at various times throughout the week.
- Preparation for Camp T-Rec continues.
- Embry Riddle Basketball camp took place Monday-Friday from 9 am to 12 pm.
- Summer Basketball League began on Monday.
- Summer Volleyball began this week on Tuesday and Thursday evenings.

The Casements

- Summer tour hours at The Casements began on June 1st. The Guild tours are given on the hour Monday through Friday with the first tour at 1:00 p.m. and the last tour at 3:00 p.m. Saturday tours are given at 10:00 a.m. and 11:00 a.m.
- The first week of Enviro Camp was held at the EDC from 9:00 a.m. to 3:00 p.m. Camp was full with 16 campers.
- Pilates classes met Monday, Wednesday and Friday at The Casements.
- Zumba class met on Thursday at Bailey Riverbridge.
- Yoga class met on Tuesday at The Casements.

- The new “self-guided” audio tour of The Casements is running and available to guests who visit outside the docent guided tour hours. The visitors who have used it this week have enjoyed the ability to tour the home at their own pace.
- The Casements Guild Crafters met on Monday from 11:30 a.m. to 3:30 p.m. in Room 203.
- Staff set up for our annual Art Explosions Camp that begins on Monday, June 12.
- Staff set up for a memorial service scheduled for Saturday, June 10.

Parks Maintenance

- Environmental Discovery Center – Installed new sign and post in butterfly garden
- Central Park II – Replaced powder coated bells on playground equipment that were worn
- Limitless Playground – Installed/replaced rollers on playground equipment and installed safety harness on swing
- Ormond Memorial Gardens – Rebuilt and installed park bench
- Andy Romano Beachfront Park – Repaired tires on ADA wheelchair

Building Maintenance

- Preventative maintenance of City vehicles and equipment as necessary
- Weekly maintenance of fountains at PAC, Bailey Riverbridge, Arroyo, Riviera, Hospital Park, Fortunato and City Hall
- Weekly inspection of the water wheel and sump pumps at The Casements
- Tri-weekly inspection of DOT and facility lighting at various City locations
- Tri-weekly lighting inspection of airfield runways, taxiways and signage
- Quarterly preventative maintenance on 188 City A/C systems
- Responded to A/C concerns in various City facilities
- Performed safety check for electric gates
- Installed new thermostat in the gallery at The Casements
- Installed baby changing station at Andy Romano Beachfront Park
- Repaired the locker room exhaust fan motor at the Police Department
- Installed a door window for new office at The Casements
- Repaired the pistol range door at the Police Department
- Checked the press box window for repair at the Sports Complex
- Unclogged men’s room toilet at Nova
- Repaired the spindles at the cupola at Fortunato Park
- Repaired the splash pad timer at Andy Romano Beachfront Park
- Pressure washed the entrance and benches at the Senior Center
- Replaced the fountain pump at Riviera Park
- Replaced the roof shingles at the Senior Center
- Adjusted water wheel at Rockefeller Gardens
- Unclogged the sink drain in dining area at the Senior Center
- Repaired the waterfall pump at the Ormond Art Museum

Police Department

Administrative Services

- Hosted Weekly Staff Meeting.
- Staff conducted interviews for potential police candidates.
- Staff hosted a meeting to discuss progress for the upcoming National Night Out event.
- Staff attended the City Service Meeting to discuss the 4th of July Fireworks.
- Staff attended the Capitol Improvement Project Workshop.
- Staff attended the City Commission Meeting.
- Staff hosted a meeting to discuss budgeting.
- Captain Rosenthal attended a meeting at The Casements for the Strategic Planning Session.

Community Outreach

- Ten members of the Youth Director’s Council met on June 1 to review upcoming community service projects and requirements for the lip-sync competition for the Annual Youth Director’s

Council conference. The members of the Youth Director's Council will begin meeting on Tuesdays and Thursdays to rehearse the lip-sync program for the conference.

- Approximately 40 parents and children attended the first *Monday Morning with a Cop* on June 5 at the Volusia County Library in Ormond Beach. Officer Gregory Stokes read "The Sneetches" by Dr. Seuss and answered questions about being a police officer. The next program is June 12 from 10:00 a.m. – 11:00 a.m. Chief Godfrey will be reading the book "Johnny Appleseed" by Steven Kellogg.
- The OBPAL summer program partnership with the Department of Leisure Services begins June 12 at the South Ormond Neighborhood Center. OBPAL will provide art, science, tutoring, computer lab and four field trips to enhance the curriculum for the Summer Connections program.
- Members of the OBPAL boys' basketball teams continue to practice at the South Ormond Neighborhood Center on Tuesdays, Wednesdays and Saturdays. Practices will continue through the end of July. Approximately 33 youths attended the practices each day.

Community Services & Animal Control

- Animal Calls responded to: 67
- Animal Reports: 8
- Animals to Human Society: 5
- Trap Neuter Release: 2
- Animal Bites: 1

Criminal Investigations

- Cases Assigned: 28
- Cases Cleared by Arrest/Complaint Affidavit: 4
- Cases Exceptionally Cleared: 15
- Inactive: 13
- Fraud: 8
- Burglary Residential: 2
- Grand Theft: 7
- Auto Theft: 1
- Vandalism: 1
- Missing Persons: 1
- Recovered Missing Persons: 1
- Robbery: 2
- Police Information: 1
- Suspicious Incident: 1

Records

- Walk - Ins / Window 83
- Phone Calls 70
- Arrest / NTA'S 20
- Citations Issued 114
- Citations Entered 0
- Reports Generated 137
- Reports Entered 130
- Mail / Faxes / Request 31

Patrol

- Total Calls: 1,382
- Total Traffic Stops: 136

Operations

Crime Opportunity Report Forms 143

- 05/31/17
 - Burglary Residential, 590 Leeway Trail. Two chainsaws stolen from open garage.

- Car Break, 333 West Granada Boulevard (Gold's Gym). Rear passenger side window was smashed, a purse, multiple credit/gift cards, a checkbook and a pair of sunglasses were stolen.
- Car Break, 440 Nova Road (Nova Rec). Driver side window smashed, a purse, miscellaneous credit cards and checkbook were stolen.
- Grand Theft, 1521 West Granada Boulevard (Walmart). A phone was taken from the customer service desk counter in the paint section.
- Warrant Arrest, 289 Washington Place. Subject was located and found to have an open Volusia County warrant.
- Carbreak, 329 Grove Street. Unlocked vehicle was entered with approximately \$25 in coins taken.
- Carbreak, 340 Grove Street. Unlocked vehicle was entered with approximately \$20 in coins taken.
- Carbreak, 329 Grove Street. Unlocked vehicle was entered with nothing missing.
- 06/01/17
 - Robbery, Possession of Paraphernalia Arrest, 1657 North United States Highway One (Loves Truck Stop.) Subject reported that he was robbed by two males who forced their way into his truck by smashing his window and robbing him of \$500. Two subjects were stopped immediately after the description came out but the subject did not identify them as suspects. Paraphernalia was located inside the vehicle.
 - Narcotics Arrest, South Nova Road and Fernery Trail. Subject was stopped for an equipment violation and found to be in possession of narcotics and paraphernalia.
- 06/02/17
 - Theft, 123 North Sunny Brook Circle (Life Mobile Village). The victim suspects that the roommate stole jewelry.
 - Grand Theft, 160 North Halifax Drive. Victims purchased \$4,000 in gift cards on multiple occasions and provided the information to unknown persons.
- 06/03/17
 - Battery Domestic Violence Arrest, Subject was arrested for battering his sister. The sister was also arrested for resisting without violence.
 - Traffic Arrest, Fairview Avenue and South Washington Street. Officers were responding to a disturbance that occurred inside of a vehicle. When officers conducted a traffic stop on the vehicle, the passenger fled from the vehicle and was caught after a brief foot pursuit.
 - Narcotics Arrest, 800 Block South Atlantic Avenue. During a traffic stop, a search of the vehicle was conducted and misdemeanor amount of marijuana and several items of paraphernalia were located.
 - Fleeing Vehicle Arrest, 200 Block of Ormond Shores Drive. During a crime suppression operation, a suspicious vehicle was located and a traffic stop was conducted where the vehicle fled. Multiple agencies were involved in locating the vehicle and set up a perimeter when the occupants fled. One subject was located.
- 06/04/17
 - Shoplifting Grand Theft, 1521 West Granada Boulevard (Walmart). A mini bike was stolen overnight.
 - Trespass Arrest, 274 West Granada Boulevard (Dollar Tree). A transient was arrested for trespassing after warning.
 - Battery, Violation of Pre Trial Release Arrest, 9 Fair Oaks Circle. Subject called to report that his girlfriend slapped him across the face. She fled the scene prior to officers' arriving but during the investigation the reporting party was found to be in violation of pre-trial release.
 - Grand Theft Arrest, 1521 West Granada Boulevard (Walmart). Victim resides in Jacksonville and recently reported his boat and trailer stolen. A friend of the victim discovered another subject trying to sell the boat to a mutual friend. The subject was arrested when he showed up to sell the stolen property.
 - Stolen Vehicle, 1050 Southern Parkway. Victim reported that his dirt bike was stolen from the rear of his residence.

- Warrant Arrest, 400 Block Bryant Street. Subject was contacted during a traffic stop and found to have two open warrants.
- Narcotics Arrest, West Granada Boulevard and North Yonge Street. Subject was contacted during a traffic stop where narcotics were located inside the vehicle.
- Prowler Arrest, 707 South Atlantic Avenue (Makai Hotel). Subject was contacted in conjunction with a battery investigation and arrested for loitering and prowling.
- 06/05/17
 - Attempted Armed Robbery, 591 South Atlantic Avenue (Tropical Sun Towers). The security guard reported that a male came in to the lobby armed with an airsoft gun. The security guard was able to fight the male off who fled before officers arrived.
 - Warrant Arrest, 831 Marvin Road. Subject was contacted at this address due to a trespassing complaint.
 - Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject was arrested for taking \$1,230 in stolen merchandise from the store.
- 06/06/17
 - Narcotics Arrest, 481 Bryant Street. Officers contacted a subject in conjunction with a noise complaint.
 - Stolen Tag, 175 Interchange Blvd. Vehicle tag was taken from a vehicle in the parking lot.
 - Grand Theft Arrest, 1521 West Granada Boulevard (Wal-Mart). Victim left her cell phone and keys in the restroom and located the phone in the possession of another subject. That subject had removed the phone case to change the appearance of the phone.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 103
 - Number of Uniform Traffic Citations Issued: 96
 - Number of Written Warnings Issued: 7
- Traffic Crash Reports
 - Number of Crashes without Injuries: 15
 - Number of Crashes with Injuries: 4

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 2 Cases initiated
- Zone 2: 1 Case initiated
- Zone 3: 0 Cases initiated
- Zone 4: 19 Cases initiated
- 19 signs have either been removed or sign cases created.
- 6 tree removal permit requests.
- Administrative staff assisted with three (3) walk-ins and sixty (60) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - Police Department Sally Port –The Contractor has completed 85% of the proposed work and will return to replace the entry door upon delivery. We received notice that the door fabrication is almost complete.
 - Police Department Fence – The Contractor completed installing the fence panels and gates. Two combination locks and panels have been ordered and will be installed once they are delivered to the site.
 - 2017 Storm Drain Pipe Lining – The Contractor is scheduled to be on-site installing the liners the week of June 12.
 - Seawall Repair at Ames and Riviera Parks – a Notice to Proceed was issued for June 26.
 - Sanitary Sewer Inspection – The Contractor has inspected the sanitary sewer pipes under SR40 between Clyde Morris and Old Tomoka Road.

- 2017 Roadway Resurfacing – The Contractor is preparing MOT and work plan for Amsden Road.
- South Peninsula Reclaimed Expansion – The Contractor is beginning to mobilize and prepare to begin work next week.
- CDBG 2017 Trail & Sidewalk – Bid was awarded at the May 16 City Commission meeting to Volusia General Contractors, d/b/a Formasters, Inc. in the amount of \$111,075.00, contracts are being executed.

- Design Projects:
 - Ormond Crossings Utility Extensions – City Commission approved a request for a Work Authorization for design services associated with extending utilities to serve the first development project of Ormond Crossings.
 - West Ormond Community Center – The last day for citizens to answer the on-line questionnaire was Friday, May 19. Consultant will prepare the feasibility report and once a final draft is completed this will be presented to the City Commission at an upcoming workshop.
 - Ormond Sports Complex Field 9/10 Lighting – Staff is finalizing the LED lighting designs of soccer fields 4-6 (Hurricane Matthew Damage – Insurance and FEMA funded) and multi-use fields 9 & 10. To have the fields ready for the fall season staff has requested a turn-key installation proposal from one of our Construction Management firms under continuing contract.
 - WTP Sludge Residuals Facility Improvements – Met with Consultant to kick-off the design phase of the project. Design is underway. 60% plan submittal was received and is being reviewed. Staff has asked the engineer to look into the screw press design technology for sludge dewatering. Screw presses could save the City up to \$60,000 per year in operating costs in comparison with the continued use of centrifuges. Andritz has agreed to come on site to perform a pilot test of their screw pump to confirm its ability to dewater the lime sludge. This will occur in June.
 - Cassen Park Public Dock – Staff has received the FDEP permit and has sent that to the ACOE in order for them to be able to issue their permit. Staff submitted the grant application for resubmittal to FIND and FFWC for grant funding for construction costs. Presentations to FIND are scheduled for June 16.
 - WWTP Sludge Dewatering Improvements – Design kick-off meeting was held. Consultant is proceeding with design.
 - Effluent Outfall Replacement – Two bids for the project were received. The bids were above the engineer's estimate and the budgeted amount. Staff is investigating alternative repair options. The outfall pipe was televised with an underwater camera along the 1,000 feet of outfall pipe. The report indicated there were 3 locations where the pipe joints were leaking and the diffuser at the end of the outfall was missing. The good news was that the pipe was in overall good shape. Staff has rejected the bids received and will be rebidding the work with a revised scope of work that they believe will be able to be constructed under budget.
 - Forest Hills Connector Trail – Staff is finalizing responses to FDOT comments generated from the 90% plan submittal. Consultant is completing responses to FDOT environmental questions.
 - CDBG (canoe kayak launches) – Staff is soliciting written installation proposals to complete the installation of both stored launches. The FDEP Permit has been received and construction can occur.
 - CDBG - Huguenot Park – Staff is soliciting written proposal to complete the work per the plans and CDBG documents.
 - Ph III 2-Inch Water Main Replacement – Mainland – Bids were opened on April 11, McMahan Construction is the apparent low bidder. This contract was awarded by City Commission at the June 6 meeting.

- Ph III 2-Inch Water Main Replacement – Peninsula – Consultant has recommended contract award to Utility Services from Loxahatchee, Florida in the amount of \$1,196,342.00; this contract was awarded by City Commission at the June 6 meeting.
- Downtown Stormwater Phase 2 – Consultant is working on bid documents for Phase 2 including the reworking of New Britain Avenue.
- Fleming Ave Stormdrain Improvements – Consultant has completed the preliminary Engineering and cost estimate. Staff is proposing to apply for HMGP funding for this project available through Hurricane Matthew. The project estimated cost is \$650,000 and if an HMGP grant is approved it would fund 75% of the project's cost.
- Wilmette Avenue Pumping – Staff is investigating FEMA HMGP grant options for this project as Tier 1 funding is expected to be made available following the disaster declaration for Hurricane Matthew. A Volusia County Local Mitigation Strategy Initiative Proposal Form (LMS) has been submitted for inclusion on their priority list for FEMA funding. Final modifications are being made to project plans and specifications.
- Laurel Creek Stream Gauges – Staff is working with a stream gauge supplier to prepare a scope of needs and proposal to monitor Laurel Creek and the Central Park Lakes at five locations.
- Cassen Park Restroom Replacement – Conceptual design was submitted and is under review.
- Rockefeller Gardens Shade Screen - Conceptual design was submitted and is under review.
- Hurricane Matthew Damage Repairs at the WTP and WWTP – Roof repairs at the Water and Wastewater plants are nearly complete.
- OBSC Improvements – Field 3 Lighting – Staff is working with the Consultant on final plans for bidding, grant submission and FAA review of pole height and location.
- OBSC Improvements – Championship Field 7 – Staff is working with the Consultant on final plans for bidding and grant submission.
- North US1 Landscaping Ph II – 2nd round of design plans were submitted to FDOT for review and permit.
- Sandpiper Lane Drainage Improvements – The bid approval disposition item was approved at the June 6 City Commission meeting.
- Water Plant Upgrades – The Work Authorization was approved at the June 6 City Commission meeting.
- Secondary Raw Water Main – The Work Authorization for design services was approved at the June 6 City Commission meeting.
- Wastewater Plant Influent Pump Station – A project kick off meeting was held on June 6.
- Departmental Activities
 - Continued updating the Forest Hills Connector Trail construction plan set, per FDOT comments.
 - Measured field conditions for the creation of an FPL easement for the proposed soccer field lighting at Ormond Beach Sports Complex.
 - Updated several of the City's Standard Construction Details.
 - Created Lift Station Maps for a FEMA grant project, per Utilities Division request.
 - Completed research and created sketch and legal description for proposed Dog Park parking area at the Ormond Beach YMCA.
 - Researched historical files to determine ownership and maintenance responsibilities for Old Tomoka Road, per Stormwater Division request.

Environmental Management

Street Maintenance - Asphalt/Concrete

- DOT sidewalk maintenance on Ocean Shore Blvd – North of Country Club Dr
- Concrete work on Ocean Shore Blvd at Royal Dunes Blvd
- Poured 40' of concrete sidewalk on Ocean Ter at Ocean Shore Blvd
- Removed broken sidewalk for DOT on N Ocean Shore Blvd

Forestry

- Trimmed and cleaned up at City yards and City Hall (incl. Corbin Ave parking lot at school)
- Trimmed at various bus stop benches
- Maintenance and tree inspection citywide
- Hauled debris to Nova/Transfer Station
- Ground stumps citywide
- Trimming on Oakmont Cir, Booth Rd, Ormond Lakes Subdivision
- Removed damaged Oak tree at CP1 (Fleming); removed fallen tree at CP1

Maintenance

- Rotated Special Event Bridge signs
- Debris cleanup on Granada Bridge and Memorial Gardens
- Graded roads & boat ramps at all City parks, Airport Sports Complex and Old Tomoka Rd.
- Picked up litter at various bus stops in the City, on DOT roads, at Orchard and Wilmette and on the Tomoka River Bridge
- Weed control on streetscape and FDOT areas
- Cleaned benches citywide
- DOT trimming on SR40, US1, S & N Nova Rd
- Trimming Citywide; West side of Andrews St; S Nova West side by Fox Hollow
- Removed concrete slab on North Shore Dr

Sign Shop

Repaired, replaced or installed signs at the following locations and other jobs:

- Citywide locations, checked for signs that might need attention
- Fabricated various signs & decals for upcoming jobs
- Washed & cleaned signs in various locations
- Straighten signs citywide
- Replaced/straightened stop signs at all four corners on Grove St/Central Ave
- Replaced delineators at Fluhart/Riverside Dr
- Straightened sign post at Central Park II (Hammock Ln)
- Installed (4) new HIP 25 mph speed limit signs at Flormond Ave/Salvador Pl
- Replaced stop sign on various streets in Hidden Hills

Stormwater Maintenance

- Pond maintenance on Timberlake Ln, Airport
- Pipe inspection on Dormont Dr and John Anderson Dr
- Carp gate/pump stations inspected
- Locates citywide
- Basins inspected/cleaned citywide
- System inspection at Ormond Parkway & Sanchez Ave

Vactor

- Baffle box cleaning on Dormont Dr
- Basins inspected/cleaned on Lincoln Ave
- Maintenance in PW yard
- Baffle boxes on Standish Ave
- Baffle boxes inspected and cleaned Citywide

Street Sweeping/Streetsweeper

- 126 miles of road cleaned
- 26 cubic yards of debris removed

Fleet

- Mileage traveled by all departments for the week: 33,788

- PM Services completed for the week
 - Emergency Vehicles and Equipment: 0
 - Non-Emergency Vehicles and Equipment: 7
- Road Calls for the week: 4
- Quick Fleet Facts:
 - Fuel on hand: 12,535 gallons unleaded, 10,259 gallons diesel
 - Fuel used in one week: 2,281 gallons of unleaded and 859 gallons of diesel.
 - Fleet completed 31 work orders this week.

Utilities

- Projects Summary
 - Breakaway Utilities Yard Electrical & Pump Upgrades – Consultant was provided City's standard specifications. Awaiting proposal for additional design services to add VFDs to the irrigation pumps as an additive alternate. Awaiting receipt of FPL invoice to convert power from 208V to 480V.
 - Water & Wastewater Chemical Purchases – City Commission approved the recommendation to bid the project. Legal ad was reviewed and will be published 6/11/17.
 - Fire Hydrant Replacement Program – Hydrant replacements are continuing as prioritized.
 - Lift Station 8M1 – Contractor addressed as-built comments.
 - Lift Station 10M & 12M Rehabilitation: Consultant to perform pump station calculations required by FDEP for the permit application. Prepared an award recommendation memo for the July 25, 2017 City Commission meeting.
 - Sanitary Sewer Piping Video Investigation & Engineering Report Project – Sanitary sewer is being televised along SR40 between Clyde Morris and Old Tomoka Road.
 - Secondary Raw Water Main – The work authorization for design services was approved under Resolution No. 2017-107.
 - Shadow Crossings Force Main Improvements – As-built drawings were received for review. GIS Division provided comments.
 - Sodium Bisulfite Tank Replacement – Preliminary plans review underway.
 - Elevated Storage Tank Repairs & Maintenance – Bids received for project design scope well exceeded project budget. Staff received confirmation from Florida Dept. of Health indicating they have no objections to demolition of the existing water plant elevated storage tank. Obtained design information for monopole communications towers as alternate for SCADA and other antenna considerations with 1,500 feet setback requirement considered from other tower sites.
 - South Peninsula Reclaimed Expansion – Construction administration services for the design engineering firm was approved under Resolution No. 2017-109.
 - Water Plant Aerator Housing Rehabilitation (CIP) – A notice to owner was received from the vendor rehabilitating the aerator structures.
 - Water Plant Lime Sludge Dewatering Improvements – Andritz is scheduled to arrive on June 19th to set up screw pump equipment pilot tests to determine capabilities of their equipment to appropriately dewater lime for water plant purposes.
 - Water Plant Upgrades - A work authorization was approved under Resolution No. 2017-108 for design services for the sodium hypochlorite generator and lime slaker replacement.
 - WWTP Influent Pump Station VFD Replacement – Engineer visited plant to take preliminary measurements of voltage and determine connectivity of various plant components.
 - WWTP Outfall Pipe Replacement – The Utilities Division excavated pipe to obtain the circumference/outside diameter of piping for repair sleeve/coupling design determinations.
 - WWTP Sludge Dewatering Improvements – Reviewed plans, provided comments and responded to screw press dewatering manufacturer operational questionnaire.
 - Utilities SCADA Upgrades – The results of the additional radio survey to determine feasibility of using the Leeway Tank to enhance radio transmission capabilities was received for review.

- Volusia County - Right of Way Utilization Permits – Additional grading and sodding is required to curtail soil erosion into the storm drains. Plan/schedule sent to Volusia County.
- SPRC Projects (Utilities Review)
 - Gold Choice ALF – Received revised plans for review.
 - Huntington Villas, Phase 1B – A utilities easement was received for review.
 - Mirror Lake Drive – Discussed request for water service to three homes and the optimal means of providing service.
 - Oceanside Golf & Country Club Driveway Improvements – Comments are being addressed by the design engineer.
 - Ormond Beach Medical Office Building – 1245 W. Granada – Received plans for review.
 - Plantation Oaks – Reviewed water and sewer main shop drawings. Received a final plat for review.
 - Spinnaker Condo – Received revised plans for review.
 - Tomoka Estates – 275 Interchange Boulevard – Plans were received for review.
 - 36 Ormond Shores – Met to discuss lot split proposal.
 - 87 Tomoka Ridge Boulevard – Reviewed plans and provided comments.

Water Treatment

- Delivered 42.12 million gallons for the week ending June 6, 2017 (6.02 MGD).
- Backwashed 11 filters for a total of 473,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through May 31, 2017 @ 6.527 MGD, SJRWMD 2017 allocation @ 7.321 MGD.
- Produced & hauled 40.5 wet tons of dewatered sludge (65 - 70% solids).
- Operated north & south plant generators for routine PM.

Waste Water Treatment

- Domestic and Industrial Wastewater flow was 27.98 Million Gallons.
- Influent flows average for week @ 4.00 MGD, plant designed for 8 MGD.
- Produced 26.25 Million Gallons of Reuse.
- Produced 1.73 Million Gallons of Surface Water Discharge.
- Annual Average (May 01, 2016 – April 30, 2017) for Surface Water Discharge 0.855 MGD.
- Hauled 137.05 tons of dewatered residual solids (14%-18% Solids).

Water Distribution

- Responded to and/or repaired 5 water leaks.
- Performed accuracy testing of a 5/8"x 3/4" water meter serving residential home as requested by the Finance Department. Meter tested accurate.
- Installed 7 new residential water meters. Contractor installed a 2" casing for a new water service and meter installation 9 Sherwood Dr.
- Replaced or repaired 6 water meter boxes.
- Replaced 3 water services due to low flow or leaks.
- Performed pressure testing of 3 City owned backflow preventers, of which 2 needed repairs.
- Responded to 10 reports of customer concerns regarding low pressure, cloudy water or assistance with other plumbing needs.
- Performed Inspection/maintenance on 21 fire hydrants in Ormond-by-the-Sea/Volusia County Fire District. Completed 2017 hydrant maintenance services for county area.
- Located & exercised 8 valves in Breakaway Trails subdivision. Installing concrete collars around all valves in the subdivision.
- Repaired a 6" water main leak on S. Yonge St.
- Rescinded all outstanding boil water notices.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 162 regular and 4 emergency utility locates for the previous week.

Wastewater Collection – Reuse

- Crews responded to 4 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 2 in the conventional system service area. Responded to 6 reuse trouble calls.
- Responded to 1 Request for Utility Verifications for residential and commercial properties.
- Continued monitoring W. Granada force main system to optimize flows.
- Replaced collapsed PEP tank at 71 Carriage Creek Way
- Locating sewer and reuse valves in phase 1 of Breakaway. Marking and testing valves. Will replace or raise valve boxes to grade as needed.
- Reviewed TV video generated by contractor
- Checked force main pressure on Ocean Shore Blvd.AM/PM Spanish Waters @ 14/14 psi, Ocean Mist Hotel @ 16/14 psi, Ormond Mall @ 0/0 psi.
- Low pressure sewer gauge readings: AM/PM Foxhunters Flat (4 inch) 10/12 psi, Westland Run 14/12 psi & Shadow Crossing Blvd. (4 inch) 0/2 psi.

Wastewater Plant – Lift Stations

- 8M3, follow up from call out, pulled both pumps to clear blockages at volutes, ok.
- Il Villagio, follow up from call out, pulled both pumps to clear blockages at volutes, replaced pump #2 with inventory pump, ok.
- Post Anoxic Basin; repaired spray misting heads throughout system, ok.
- R.A.S. Room, began repair of pump seal cooling lines as needed, ok.
- Halifax Medical Center, checked force main pressures: Static = 14psi, 1 pump running = 16psi, 2 pumps running = 16psi.
- Spanish Waters, monthly force main pressures, Static = 18psi, 1 pump running = 26psi, 2 pumps running = 30psi.
- Influent Odor Control, noisy operation, found fan shroud loose, tightened hardware, ok.
- Influent Room, oversaw transfer of pump positioning, ok.
- McDonalds, weekly odor control and wet well cleaning.
- WIN911 monitor/response: nothing to report.
- SCADA monitor/response: San Marco, McDonalds, 8P, high starts, cleaned probe, ok; 1P, no starts #1, found transducer ragged up, cleaned and tested, station operating correctly and alternating properly between both pumps, ok; Chelsea 1, SCADA showed power loss at RTU, fuse blown, replaced fuse and back up batteries, ok; Reboot of lift station SCADA server upon failed WIN911 text message test.
- SCADA technician activities: Audit and made corrections to individual lift station screens on SCADA; Removed non-working tags in WIN911 database, ok. Made changes to Chel1 and Chel2 in WIN911 Database, removed generator running tag; providing detailed corrections/changes to software selection, evaluation criteria and block diagram; Scheduled VT-SCADA rep for June 16 to set up DEMO at WTP; Configured new Control Wave Micro test bench for future planning and testing.
- Weekly Plant PM's: Grit Snail; Poly Blends, #1, #2; Clarifiers, #1, #2, #3, #4; Digester Blowers, #1, #2, #3; Bar Screens, #1, #2.
- Monthly Plant PM's: Influent Odor Control Unit; Swing Zone Blowers, #1, #2.
- Quarterly Plant PM's: Influent Room Sump Pump; Recycle Room Sump Pump; R.A.S. Room Sump Pump; Decant Room Sump Pump; Influent Odor Control.
- Annual Plant PM's: Carrousel Surface Aerator #1S.
- Lift Station PM's: 14 monthly performed and 0 annual.
- 51 work orders completed and closed for this section for this week.

Water Plant – Well Fields – Booster Stations – Reuse System

- Well 7D, not responding, replaced non-operational phase monitor, ok.
- Slaker #1 replaced worn grit belt, ok.
- Sulfuric acid containment area; replaced non-operational sump pump, ok.
- Claricones, cleaned injection ports, inspected and repaired as needed flat hoses, ok.
- Plant, repair lighting all areas as needed.
- Lime slurry pump #3, replaced worn feed tube, ok.

- Hypochlorite storage tank #1, leak noted at bottom flange, operations draining tank for repairs.
- Orchard Reuse Pumping Station, leak at discharge flange, repair is scheduled.
- SCADA Tech: Created complete windows & SCADA backup for Hi-Service Pumps HMI screen; Created backup of Network files for entire SCADA System at plant in preparation of SCADA project implementation.
- PM's: All Rima wells.

Wastewater Collection/ Treatment/ Disposal Regulatory Activities

- Local Limits Evaluation – Staff submitted the requested new Local Limits to the FDEP. The new limits are very similar to the existing limits as the limits are found to protect the WWTF while providing appropriate capability for users to discharge contaminants to the sanitary sewer system. The FDEP Local Limits Development System (LLIDS) program was used to evaluate, update and establish new local limits standards, a primary component of the City's Industrial Pretreatment Program promoting reliability of the waste water treatment facility.
- Industrial Pretreatment Program (IPP) – Staff received the IPP inspection report from the FDEP. The report included a couple of recommendations for improvement to the program and corrections to past reports from permitted industries.

Water Supply/ Treatment and Distribution System Regulatory Activities

- Consumer Confidence Report (CCR) – Staff received the 2nd draft of the CCR from the contract printer and is under review by staff and FDOH. The report will be provided in an electronic web-based format and placed on the City's website. A note will be contained on customer utility bills during June through August referencing the web address for accessing the report. The CCR provides the City's annual water quality sampling and testing results for the potable water system for all customers.
- Cross Connection Control Backflow – Staff continues to field questions from commercial potable water accounts with regard to their backflow device compliance. As well as assist, certified backflow testers with information necessary for proper reporting of backflow tests.

Support Services/City Clerk

In addition to routine departmental activities such as public records requests, updating insurance information for City contracts, maintaining the City website, records management, document imaging, proclamations, assisting citizens and directing calls at City Hall, phone requests/repairs, and research projects; the following activities are underway or have been completed:

- City Clerk attended weekly meeting with Assistant City Manager
- City Clerk attended weekly City Manager Staff Meeting
- Staff attended and provided support for June 6, 2017, City Commission Workshop (Capital Improvement Program)
- Staff attended and provided support for June 6, 2017, City Commission Meeting
- City Clerk attended Claims Committee meeting