

**City of Ormond Beach
Memorandum**

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

- General discussion meeting with the City Attorney
- Began budget review meetings with departments
- Discussion with staff regarding downtown landscaping
- Discussion with senior staff regarding Riverbend Park landscaping

Spoke to, attended and/or met with:

- Rotary meeting
- General discussion meeting with Mayor
- Lobbyist Doug Bell, Buchanan, Ingersoll and Rooney, regarding legislative priorities
- Discussion with senior staff and outside council regarding the dog park
- PACE Board meeting
- Dennis Burns of the United Way, general discussion
- Walk with the Manager

Community Development

Planning

- Planning staff met with the Ormond MainStreet Design Committee and discussed the grant concept at 54 Vining Court and a Comprehensive Plan amendment that would amend the floor area ratio in the "General Commercial" land use within the Downtown Community Redevelopment Area.
- There have been six variances submitted for the July 5, 2017, Board of Adjustment and Appeals. The variance applications include:

Address	Variance
185B Cardinal Drive	Side yard variance to allow an addition that was damaged during Hurricane Matthew.
272 South Beach Street	Front yard variance to allow renovation and expansion of existing house.
630 South Atlantic Avenue	Variance of the wall and wall column heights for the proposed Volusia County beach facility and public parking lot.
18A Oriole Circle	Rear yard variance to replace hard roof screen room damaged during Hurricane Matthew.
18B Oriole Circle	Rear yard variance to replace hard roof screen room damaged during Hurricane Matthew.
252 South Beach Street	Front and side yard variance to renovate/update existing house.

Building Inspections, Permitting & Licensing

- 2 new business tax receipts issued.
- 405 inspections performed within the City (49 by private provider).
- 122 permits issued within the City, with a valuation of \$2,700,749.

Development Services

- The Planned Business Development application for Granada Pointe at 600 West Granada Boulevard has been submitted. A neighborhood meeting has been scheduled for the Providence Church, Café/Coffee Shop, 1151 West Granada Boulevard, Ormond Beach, Florida on Thursday, July 22, 2017 at 5:00 p.m. to 6:00 p.m.
- The SPRC conducted a pre-application meeting for a proposed WaWa convenience store with fuel sales to be located within the Granada Pointe project.
- The SPRC conducted a pre-application meeting for the property at 692 South Yonge Street which proposes a new 4,980 square foot building. The proposed use is a veterinary use with animal rehabilitation and boarding.
- The SPRC has received a site plan application for an assisted living facility at 455 Sterthaus Drive (northeast corner of the intersection of Center Street and Sterthaus Drive). The project proposes a one story 15,975 square foot building consisting of 24 suites with 26 beds.
- Approved project construction status (percentage completed):

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 FAA conducted a security audit of the airport's air traffic control tower facility this week. The FAA found no issues with the security measures in place at the tower.
- The required quarterly inspection of the airport's Automated Weather Observing System (AWOS) was completed this week.
- Weather conditions continue to prevent 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.
- Staff is in receipt of the final draft of the environmental assessment report for the planned runway obstruction mitigation project, as prepared by Zev Cohen and Associates (ZCA). ZCA has also provided staff with a proposal to conduct the mitigation work, which will be used as the basis for a grant application to the FDOT to fund the work.
- Staff participated in a meeting of the East Central Florida Metro Area CFASPP Steering Committee on June 15, at the Orlando Sanford International Airport. The Continuing Florida Aviation Systems Planning Process (CFASPP) was established by the FAA and FDOT to facilitate a method to help maintain a viable, statewide aviation environment. The objective of FAA, FDOT and CFASPP is to maintain and enhance the Florida aviation system. A primary function of CFASPP is to help keep the Florida Aviation System Plan (FASP) in step with changes by updating the FASP periodically.

Finance/Budget/Utility Billing Services/Grants/PIO

Finance

- On-going Projects
 - FEMA reimbursement preparations are in progress.
 - Phase 2 of the Tyler Munis Enterprise Resource Planning system consisting of payroll/HR is underway.
- Completed Projects - Weekly
 - Processed 18 Journal Entry Batches.
 - Approved 26 Purchase Requisitions totaling \$201,430.34.
 - Issued 29 Purchase Orders totaling \$348,804.86.
 - Prepared 101 Accounts Payable checks totaling \$671,851.39 and 26 Accounts Payable EFT payments totaling \$33,830.11.
 - Issued 846 past due notices on utility accounts.
 - Auto-called 104 utility customers regarding receipt of a past due notice.
 - Processed 372 payments through Interactive Voice Response System totaling \$44,688.26.

Grants/PIO

- Public Information

- Press Releases
- 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.
 - Completed weekly events calendar ad for Ormond Observer.
 - Attended LMS quarterly meeting.
 - Completed and submitted Florida League of Cities Conference Ad.
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.

Fire Department

- Weekly Statistics
 - Fires: 4
 - Fire Alarms: 7
 - Hazardous: 3
 - EMS: 90
 - Motor Vehicle Accidents: 6
 - Public Assists: 40
 - TOTAL CALLS: 150
- Aid provided to other agencies: 17 Calls – Daytona Beach (4), Volusia County (13)
- Total staff hours provided to other agencies: 28
- # of overlapping calls: 42
- # of personnel sent with EVAC to assist with patient care during hospital transport: 6
- Total EMS patients treated: 65
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 419
- Training Hours
 - NFPA 1001: Firefighting 17
 - NFPA 1002: Driver 6
 - NFPA 1500: Safety/Equipment 10
 - EMT/Paramedic 12
 - TOTAL TRAINING HOURS: 45
- Station Activities
 - Updated 5 pre-fire plans
 - Assisted the American Red Cross with 31 smoke detector installations and provided educational materials to residents in District 93.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Police Officer (Police) open 6-8-17 until filled. Advertised on City web site, governmentjobs.com, Indeed, and internally.
 - Firefighter/EMT (Fire) open 5-24-17 until 6-25-17. Advertised on City web site, governmentjobs.com, 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 6-9-17 until 6-23-17. Advertised on City web site, governmentjobs.com, and internally.

- Part Time Recreation Leader (Gymnastics/Leisure Services) open 6-9-17 until 6-23-17. 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)
- Interviews Scheduled
 - Public Works Director (Public Works)
 - Part Time Office Assistant I (HR)
- 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
 - Police Officer
- Employee Events
 - Skin cancer screening for HSA contributions continues until December 31
 - Police Corporal and Sergeant promotional testing July 7
 - Sam's Club will be here July 10

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 7 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: 12
 - Completed: 30
 - In progress: 37
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 34,638
 - Inbound E-Mails Blocked: 15,217
 - Delivered Inbound E-Mails: 19,421
 - Quarantined Messages: 2,527
 - Percentage Good Email: 56.1%
 - Virus E-Mails Blocked: 10
 - Notable Events: None

- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 7
 - Changes: 0
 - Corrections: 1
 - Map/Information Requests: 24
 - 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: Prepare additional data for FEMA Community Rating System auditor's 30-day letter

Leisure Services

Administration

- Supervisory Staff Meeting
- Public Works Meeting
- Assistant City Manager's Meeting
- Janitorial Services Meeting
- Met with Landscape Contractor for Weekly Updates
- Park Visits
- Downtown Landscaping CIP Projects Idea 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
- Send out/receive surveys for summer camp
- Community Garden – mass email, upcoming planting date 6/15
- Complete EDC Coordinator position paperwork
- Assist with interviews for part-time Nova Rec Leader
- Preparation for Eagle Scout Project – Community Garden work table
- Upcoming Events
 - Eagle Scout project installation – 6/16
 - Pollinator's program at EDC – 6/24
- EDC Weekly Attendance 6/3 to 6/9: 34 (summer hours)

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 three 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 Friday 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.
- The City's Baseball/Softball Clinic was held this week at the softball Quad at the Sports Complex Monday-Thursday from 9 am to 12 pm.
- Women's Pro soccer league hosted a second game at Championship Field 7 at the Sports Complex on Wednesday night at 8 pm.

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 up bullpens at Wendelstedt and Nova Fields
- Watered all 18 clay infields as needed
- Prepped/painted Championship Field #7 for Women's Professional Soccer League Game on Friday at 8 pm
- Painted/Prepped Soccer 2 & 9 for 6-a-side Soccer Games on Monday night at 5 pm
- Prepped Quad 1 for Baseball/Softball Clinic by 9 am M - TH

Senior Center

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

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:
 - Centerstage Dance and Performing Arts, Saturday, 7 pm-9:00 pm

South Ormond Neighborhood Center

- Splash pad open through November 31
- Open park and playground sunrise to 11pm daily
- Fitness room
- Open gym
- Summer camp Monday-Friday
- Volusia County Summer Food Program Monday-Friday

Community Events

- Weekly administrative tasks, office work, meetings and activities
- Attended Senior Games Committee meeting
- Assisting Senior Games tasks
- Attended Memorial Day Remembrance Service post event meeting
- Attended Walk with the Manager
- Collected and organized equipment and supplies for upcoming fishing tournament

- 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

- 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.
- Camp T-Rec began on Monday. They meet Monday through Friday from 8:30 am-2:30 pm for six weeks.
- Summer Basketball League for players aged 12-18 years old began on Monday. Each day two teams in the same age group will be given the time to play each other all summer.
- Free breakfast and lunch will be offered through the County Summer Food Program Monday – Friday for children 18 and younger.
- Coed Youth Volleyball League continues. They meet Tuesday and Thursday until the beginning of August.
- The Police Department hosted “Guard Up,” a self-defense class for women, on Wednesday from 5:00 pm-8:00 pm.

The Casements

- New reduced tour hours for the summer months at The Casements began on June 1. The Guild tours are given on the hour Monday through Friday from 1:00 p.m. to 3:00 p.m. Saturday tours were given at 10:00 a.m. and 11:00 a.m.
- A private memorial service was held on the North Lawn on Saturday morning with approximately 200 guests in attendance.
- A wedding was held Saturday in Rockefeller with approximately 20 guests.
- The second week of Enviro Camp was held at the EDC. Camp was full with 16 campers.
- The Casements hosted a workshop for eight members of the Ormond Beach Police Department on Thursday.
- Art Explosion Camp at The Casements began this week with 15 young artists.
- On Wednesday, The Casements Guild held a “Meet and Greet” for potential members in the Preservation Room
- 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 appears to be operating smoothly with guests of all ages. Visitors continue to enjoy touring the home at their own pace.
- The Casements Guild crafters met on Monday from 12:30 a.m. to 3:30 p.m. in Room 203.
- On Friday, staff set up for wedding to be held on Saturday inside The Casements.

Parks Maintenance

- Citywide inspection of parks
- Inspected and posted for reservations at pavilions
- Magic Forest Playground – repaired bottom of slide and a few pieces of wood
- Bailey Riverbridge Fishing Pier – installed new engraved bench slats
- Joyce Ebbets Fishing Pier – made railing repairs and clean around pier
- Andy Romano Beachfront Park – installed “Employees Only” sign on concession door
- Fortunato Park – repaired broken spindles on pier

Building Maintenance

- Preventative maintenance of City vehicles and equipment as necessary
- Weekly maintenance of fountains at PAC, Bailey Riverbridge, Arroyo, Riviera Park, 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
- Performed safety check of electric gates
- Replaced towel dispenser in Admin at Public Works
- Replaced soap dispenser in the ladies room at Public Works
- Installed new A/C for Admin at Fleet
- Repaired roof unit #3 at the PAC
- Checked water at entry door at Fire Station 93
- Replaced the water fountain drain in Bldg. D at the Senior Center
- Repaired the toilet in jail #7 at the Police Department
- Repaired the window at Field 7 at the Sports Complex
- Repaired decorative lights out eastbound Granada Bridge
- Installed four new decorative heads in Rockefeller Gardens
- Installed new window in the concession stand at Andy Romano Beachfront Park
- Installed mirrors and soap dispensers at Pop Warner at the Sports Complex
- Installed new electric for the lightning detector at the Skate Park
- Installed new lattice at Emmons Cottage
- Repaired the shower stalls at Public Works
- Adjusted outside bathroom door closers at Ames
- Drained excess rain water from the splash pad at Andy Romano Beachfront Park
- Repaired the concession stand faucets at Andy Romano Beachfront Park
- Put up four snowflakes for bulb test at Rockefeller Gardens

Police Department

Administrative Services

- Hosted Weekly Staff Meeting.
- Chief Godfrey participated in the "Monday Mornings with a Cop" program.
- Chief Godfrey conducted an interview with a potential police officer candidate.
- Staff attended the Crime View meeting hosted at the Police Department.
- Staff attended a training class on Uniform Crime Reporting.
- Captain Rosenthal attended a training class on Officer Involved Shootings.
- Captain Rosenthal met with a vendor in reference to the phone systems for the Police Department.

Community Outreach

- Approximately 32 parents and children attended the second *Monday Mornings with a Cop* on June 12 at the Volusia County Regional Public Library in Ormond Beach. Chief Godfrey read the book "Jonny Appleseed." Corporal DeLong joined Chief Godfrey and they answered numerous questions about being a police officer. The next program is June 19 from 10:00 a.m. – 11:00 a.m. where Captain Rosenthal will read the book "The Emperor and the Kite" by Jan Yolen.
- The OBPAL summer program partnership with the Department of Leisure Services began June 12 at the South Ormond Neighborhood Center. OBPAL provides art, science, tutoring, computer lab and four field trips to enhance the curriculum for the Summer Connections program. Approximately 85 children will participate in the program this summer. The first field trip is to Daytona Lagoon on June 16, 2017.
- The 4th grade basketball team attended the National Sunshine State Games Basketball Tournament in Coral Springs, Florida June 9-11, 2017. The team played great games and learned new skills to improve for the future.

- 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 attend the practices each day.

Community Services & Animal Control

- Animal Calls responded to: 66
- Animal Reports: 5
- Animals to Human Society: 10
- Trap Neuter Release: 5

Criminal Investigations

- Cases Assigned: 21
- Cases Cleared by Arrest/Complaint Affidavit: 7
- Cases Exceptionally Cleared: 6
- Inactive: 5
- Fraud: 5
- Burglary Business: 14
- Auto Theft: 1
- Grand Theft: 4
- Death Undetermined: 1
- Missing Persons: 1
- Recovered Missing Persons: 1
- Police Information: 1
- Stalking: 1
- Well Being Check: 1

Records

- Walk - Ins / Window 63
- Phone Calls 81
- Arrest / NTA'S 25
- Citations Issued 44
- Citations Entered 174
- Reports Generated 121
- Reports Entered 105
- Mail / Faxes / Request 35

Patrol

- Total Calls: 1,389
- Total Traffic Stops: 125

Operations

Crime Opportunity Report Forms: 147

- 06/07/17
 - Theft, East Granada Boulevard/South Atlantic Avenue. Victim reported that her purse was taken when she gave someone a ride.
 - Theft, 25 Forestview Way (Breakaway Trails). Victim reported the theft of two registration decals from two vehicles.
 - Traffic Arrest, 70 Block Reynolds Avenue. A traffic stop was conducted on a vehicle driven by a subject with multiple suspensions.
- 06/08/17
 - Carbreak, 790 West Granada Boulevard (Walgreens). The victim reported that his handicapped parking placard was taken while he was inside the store.
 - Shoplifting and Warrant Arrest, 1521 West Granada Boulevard (Wal-Mart.) Subject was detained for stealing food items and also found to have an open warrant.

- Bicycle Theft Arrest, 191 East Granada Boulevard, The store manager called and reported the theft of one of his employee's bicycles. Officers recognized the suspect from video footage. The subject was located nearby.
- Warrant Arrest, 303 Selden Avenue. Officers made contact with a subject who was found to have an open warrant.
- 06/09/17
 - Carbreak, 42 Aaron Circle. The victim stated that his unlocked car was entered and his checkbook was taken.
 - Carbreak, 70 Broadmoor Circle. The victim said that his unlocked vehicle was entered and a pair of sunglasses and a car charger was taken.
 - Theft, 145 South Atlantic Avenue (The Cove). The victim reported that somebody took his phone from this location.
 - Narcotics Arrest, 1458 West Granada Boulevard. Subject was found in possession of marijuana and paraphernalia.
 - Aggravated Assault Dating Violence Arrest, 449 Chelsea Place Avenue. Subject threatened his girlfriend with a steak knife.
 - Trespassing Arrest, 160 East Granada Boulevard. Three subjects were contacted and found to be trespassing on property that was clearly posted no trespassing.
 - Battery Domestic Violence Arrest, 16 Honey Bear Path. Subject shoved her husband in front of officers.
- 06/10/17
 - Stolen Vehicle Recovery Arrest, 1058 North United States Highway One (BP Gas Station). Units were dispatched to a suspicious vehicle and conducted a traffic stop. Subject was found to be in possession of a stolen vehicle and an additional stolen tag.
 - Traffic Arrest, 1500 Block West Granada Boulevard. Subject was pulled over for a traffic violation and found to have never had a driver's license and was in the United States illegally.
 - Theft, 1478 West Granada Boulevard (Publix). Bicycle was stolen while the victim was at work.
 - Battery Arrest, 707 South Atlantic Avenue #503 (Makai Motel). Subject grabbed her daughter-in-law by the face while she was holding a one year old child.
 - Violation of Probation Arrest, Hand Avenue/Wellington Station. Vehicle stopped for a traffic violation where a passenger provided a fake name.
- 06/11/17
 - Carbreak, 1567 North United States Highway One (Econo Lodge). Multiple tools taken from open truck bed in the parking lot at this location.
 - Burglary, 104 South Capri Drive. Unknown person entered the back yard of the residence and stole a bicycle.
 - Battery Domestic Violence Arrest, 93 Pinecrest Avenue. Subject fled to a neighbor's home to call 911 after her boyfriend had prevented her from using her phone after a disturbance. He was located hiding in the attic of the home.
 - Theft, 102 Lorillard Place. Bicycle taken from in front of the residence was later located by officers in the front yard of 406 Flormond Avenue.
 - Reckless Driving Arrest, South Atlantic Avenue/Byron Ellinor Drive. Officers conducted a traffic stop for reckless driving.
- 06/12/17
 - Battery Domestic Violence Arrest, 500 Shadow Lakes Boulevard #146. The victim was battered by her husband but followed him out of our jurisdiction when he left the area. Subjects were contacted in Daytona Beach for the investigation.
 - Burglary Business, 1227 North United States Highway One (Pike Electric). Several copper coils stolen from this location, overnight.
 - Carbreak, 500 Shadow Lakes Boulevard #166. Forced entry into the vehicle where medication, electronics and clothing were taken.
 - Theft, 1657 North United States Highway One (Loves Truck Stop). The reporting person left a small bar code printer on a shelf that was missing when he went back for it.
 - Carbreak, 541 Riverside Drive. One vehicle entered via forced entry. A second was attempted but no entry was made. Several electronics stolen.

- Carbreak, 553 Riverside Drive. Forced entry made, several electronics taken. The victim recovered the property at the pond on the east end of Ormond Shores Drive.
- Battery Arrest, 15 Koala Bear Path (Bear Creek Mobile Home Park). Subject pushed his brother-in-law in the face during an argument over family issues.
- Battery Domestic Violence Arrest, 166 South Halifax Drive. Brother and sister got into an argument over a phone a bill that turned physical.
- Narcotics Arrests, 100 Block South Halifax Drive. A traffic stop was conducted where the driver was arrested for being a Habitual Traffic Offender. Search of the vehicle resulted in the discovery of other narcotics.
- Battery Domestic Violence Arrest, 6 Poplar Court. A subject called 911 to report a disturbance and was found to be the primary aggressor in a domestic disturbance.
- 06/13/17
 - Theft, Writ of Bodily Attachment Arrest, W. Granada Blvd. & N. Nova Rd. Subject was contacted and found to have a writ of bodily attachment during a theft investigation.
 - Robbery, 440 North Nova Road (Nova Rec). The victim's father flagged an officer down at this location and advised that a male took \$5 from his son.
 - Narcotics Arrests, 601 Fleming Avenue (Central Park Fleming). Officers located a suspicious vehicle in the park after hours. Investigation revealed two juveniles were in possession of drug paraphernalia.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 13
 - Number of Uniform Traffic Citations Issued: 13
- Traffic Crash Reports
 - Number of Crashes without Injuries: 5
 - Number of Crashes with Injuries: 2

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 2 Cases initiated
- Zone 2: 3 Cases initiated
- Zone 3: 1 Case initiated
- Zone 4: 8 Cases initiated
- 6 signs have either been removed or sign cases created.
- 8 tree removal permit requests.
- Administrative staff assisted with six (6) walk-ins and seventy-nine (79) 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 26.
 - Seawall Repair at Ames and Riviera Parks – a Notice to Proceed was issued for June 26.
 - Sanitary Sewer Inspection – The Contractor has completed all inspections on Granada Blvd. They continue to work in the area of North Beach Street from Granada to Hernandez.
 - 2017 Roadway Resurfacing – The Contractor will resume work on Lakebridge next week and quickly move to Bosarvey Avenue and Amsden Road.

- South Peninsula Reclaimed Expansion – The Contractor has begun work, and has installed new reclaimed water main pipe along Casements Drive. General Underground has moved to South Halifax and is beginning the installation of service main on the west side of Halifax from Bosarvey Circle to the north this week. A second crew is beginning work installing check valves on water services.
- 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 – CC 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 19th. 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 were held today.
 - 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 met with the Consultant on-site to discuss changes necessary to accommodate environmental concerns. Work is being completed to finalize responses to FDOT comments generated from the 90% plan submittal.
 - 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 – This contract was awarded by City Commission at the June 6 meeting. Consultant is preparing the contracts for Contractor execution, insurance, and bonds.

- Ph III 2-Inch Water Main Replacement – Peninsula – Construction contract was awarded to Utility Services in the amount of \$1,196,342.00 at the June 6 City Commission 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 project is being advertised.
- Water Plant Upgrades – A project kick-off meeting was held June 8, with the Consultant and the Sub-Consultants.
- Secondary Raw Water Main – The Work Authorization for design services was approved at the June 6th CC meeting.
- Wastewater Plant Influent Pump Station – A project kick-off meeting was held June 6.
- Departmental Activities
 - Staff worked with FDOT's Contractor to coordinate their activities for improvements to the Granada Bridge.
 - Staff presented results of the Laurel Creek Stormwater Improvements at the annual conference of the Florida Stormwater Association.
 - Continued updating the Forest Hills Connector construction plan set per FDOT comments.
 - Researched and provided irrigation plans for Fire Station 93 per City landscape Contractor (Yellowstone) request.
 - Researched and provided PDF copies of the Broadwater Subdivision Utility As-builts, per HOA request.
 - Created 32 FAA permits for the proposed OBSC Soccer Field Lighting project.
 - Completed sketch and legal description for parking area at the Ormond Beach YMCA proposed Dog Park, per Legal Division request.
 - Completed sketch and legal description for FPL Easement at OBSC for proposed Soccer Field Lighting project electrical transformer and conduit.
 - Researched historical documents for the old water tank site on the North Peninsula for proposed fencing, per Utilities Division request.

Environment Management

Street Maintenance - Asphalt/Concrete

- Assisted Stormwater Div. with drain maintenance citywide
- Pour & repair DOT sidewalk on N Ocean Shore Blvd
- Continue DOT sidewalk improvements in 700 block of 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
- Removed (2) trees on 400 block of N Ridgewood Ave
- Removed fallen Oak at CP1
- Cleaned up brush and stump at CP I (Fleming)
- Trimmed in Ormond Lakes Subdivision
- Trimming FDOT on US1 at Tomoka River North to I95

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
- Assist with drainage Citywide
- Removed debris from Sports Complex/Hull Rd
- Cleaned ROW on Tennessee Ave

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
- Prepared new sign for Fire Station 93
- Replaced (2) HIP stop signs on Washington St
- Took inventory of stop bars citywide

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
- Hot spots citywide – 200 block Kenilworth Ave
- Pond maintenance – mowing FDOT ponds (Division, Old Kings, Arroyo Pkwy)
- Weed eat Water Plant retention pond
- Baffle box cleaning on Sylvania & McAlister
- Cut asphalt for pipe replacement at Tomoka & Grove St

Vactor

- Ponce De Leon Dr
- Arroyo Parkway, S Beach St

Street Sweeping/Streetsweeper

- 118 miles of road cleaned
- 21 cubic yards of debris removed

Fleet

- Mileage traveled by all departments for the week: 26,445
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 0
 - Non-Emergency Vehicles and Equipment: 7
- Road Calls for the week: 1
- Quick Fleet Facts:
 - Fuel on hand: 10,299 gallons unleaded, 9,391 gallons diesel
 - Fuel used in one week: 2,236 gallons of unleaded and 868 gallons of diesel.
 - Fleet completed 43 work orders this week.

Utilities

- Projects Summary
 - Breakaway Utilities Yard Electrical & Pump Upgrades – 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 – Legal ad was published 6/11/17. Bids are due on 7/12/17.
 - Fire Hydrant Replacement Program – Replaced fire hydrants on Oakview Circle, Rockefeller Drive, Cherrywood Drive and South St. Andrews. Prepared plans and an application for FDOT permit for hydrant replacement at 442 and 711 S Atlantic.
 - Lift Station 8M1 – Legal descriptions for vacating the existing easement and providing a replacement easement were sent to the Legal Department for preparation of a City Commission memo.
 - Lift Station 10M & 12M Rehabilitation: Consultant to perform pump station calculations required by FDEP for the permit application. An award recommendation memo was submitted for the July 25, 2017 City Commission meeting.
 - Sanitary Sewer Piping Video Investigation & Engineering Report Project – Sanitary sewer televising is completed on State Road 40. No more night work is anticipated.
 - 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 are being reviewed.
 - 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 1500 feet setback requirement considered from other tower sites.
 - South Peninsula Reclaimed Expansion – Reclaimed water main was installed along Casements Drive is continuing along South Halifax. Dual check valves are being installed on water services.
 - Water Plant Aerator Housing Rehabilitation (CIP) – Contractor visited site to inspect piping that needs to be painted. Rehabilitation of the aerator housing by the vendor is anticipated to be completed in two weeks.
 - Water Plant Lime Sludge Dewatering Improvements – Sludge samples were collected for Huber and Flottweg screw presses. 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. A report was received comparing belt filter presses, screw presses and centrifuges. A screw press appears to be feasible.

- 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 – Bids were rejected. A revised design is being prepared.
- WWTP Sludge Dewatering Improvements – Sludge samples were collected for screw press pilot testing next week.
- Utilities SCADA Upgrades – The results of the additional radio survey to determine feasibility of using the Leeway Tank to enhance radio transmission capabilities is being reviewed. FCC Water and Wastewater licenses were received.
- SPRC Projects (Utilities Review)
 - Animal Kind – 692 S Yonge St. – Provided comments on conceptual plan to Volusia County.
 - Bear Creek Bridge Replacement – Florida Department of Health permit was issued to relocate the water line.
 - Gold Choice ALF – Received revised plans for review.
 - Huntington Villas, Phase 1B – A utilities easement was reviewed. Final inspection needs to be performed on the utilities and a clearance form received.
 - Mirror Lake Drive – Provided previous design plans for water and sewer service installation.
 - Oceanside Golf & Country Club Driveway Improvements – Comments are being addressed by the design engineer.
 - Our Parents Assisted Living Facility – 455 Sterthaus Drive – Received plans for review.
 - Ormond Beach Medical Office Building – 1245 W. Granada – Reviewed plans and provided comments.
 - Ormond Gateway PBD – 1670 N US 1 – Received plans for Review.
 - Plantation Oaks – Reviewed water and sewer main shop drawings. Reviewed the final plat for review.
 - Spinnaker Condo – Received revised plans for review.
 - Tomoka Estates – 275 Interchange Boulevard – Plans were received for review.
 - Wawa – 600 W Granada – A preapplication meeting is scheduled to discuss requirements for the project.
 - 36 Ormond Shores. – Met to discuss lot split proposal.
 - 87 Tomoka Ridge Boulevard – Reviewed plans and provided comments.
 - 600 W. Granada Blvd – Received revised plans for review.
 - 871 Hull Road – Checked utility availability for a potential commercial site.

Water Treatment

- Delivered 38.32 million gallons for the week ending June 9, 2017 (5.47 MGD).
- Backwashed 13 filters for a total of 634,000 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 67.5 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 28.59 Million Gallons.
- Influent flows average for week @ 4.08 MGD, plant designed for 8 MGD.
- Produced 21.22 Million Gallons of Reuse.
- Produced 7.37 Million Gallons of Surface Water Discharge.
- Annual Average (May 01, 2016 – April 30, 2017) for Surface Water Discharge 0.855 MGD.
- Hauled 148.54 tons of dewatered residual solids (14%-18% Solids).

Water Distribution

- Responded to and/or repaired 5 water leaks.
- Performed accuracy testing of a 4" water meter for hotel - requested by Finance Department.
- Installed 3 new residential water meters. Contractor installed a 2" casing for a new water service and meter installation.
- Replaced or repaired 11 water meter boxes.
- Replaced 2 water services due to low flow or leaks.
- Performed pressure testing of 3 City owned backflow preventers, 1 needed repair.
- Responded to 8 reports of customer concerns regarding low pressure, cloudy water or assistance with other plumbing needs.
- Performed Inspection/maintenance on 24 fire hydrants located in Interchange Blvd - Southern Pines - IL Villagio - Indian Springs subdivisions. Completed all fire hydrant maintenance per contract with Volusia County in OB-Sea.
- Replaced fire hydrants located at 23 Oakview Dr, 115 Rockefeller Dr, 500 Cherrywood Dr, 50 & 64 S. St. Andrews Dr.
- Locate & exercise 13 valves used for scheduled water main outages.
- Patrol #2 – Leak detection equipment located in Fiesta Heights and The Woodlands subdivisions. No leaks found
- Assisted Bear Creek subdivision with a private water main shut down for repair.
- Performed flushing activities on OakView Dr, Valhalla Dr, Rockefeller Dr, Hollywood St, Cherrywood Dr, Fiesta Heights subdivision.
- 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 6 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 0 in the conventional system service area. Responded to 2 reuse trouble call.
- Responded to 1 Request for Utility Verifications for residential and commercial properties.
- Continue monitoring W. Granada force main system to optimize flows.
- Replaced 2 broken F.M. valves at Forest View and Winding Creek Way
- Repaired broken reuse service at 106 Amsden Rd.
- Repaired broken 3" reuse main on Crooked Bridge Way.
- Locating sewer and reuse valves in phase 1 of Breakaway. Marking and testing valves. Will replace or raise to grade as needed.
- Reviewed TV video generated by contractor
- Checked force main pressure on Ocean Shore Blvd.AM/PM Spanish Waters @ 20/19 psi, Ocean Mist Hotel @ 19/15 psi, Ormond Mall @ 2/0 psi.
- Low pressure sewer gauge readings: AM/PM Foxhunters Flat (4 inch) 17/16 psi, Westland Run 14/14 psi & Shadow Crossing Blvd. (4 inch) 0/4 psi.

Wastewater Plant – Lift Stations

- Sand Filter #2, repair North Winch/Crane system, ok.
- Tea Cup #1, leak noted at blow down valve stem packing, scheduled for repair when parts are received.
- Harley Davidson, follow up from call out, cleaned wet well & probe, will continue to monitor.
- Screw Pump #3, noisy operation, anti-reversing clutch damaged beyond repair, replacement clutch being researched, will update when information is available.
- 6M follow up from call out, repaired #2 check valve as needed, cleaned dry well, general grounds keeping throughout, replaced DC low voltage power supply in control cabinet, ok.
- 10M, replaced gauge at valve box and cleared line, checked pressures, Static = 2, 1 pump running = 14, 2 pumps running = 16
- 11M, met contractors to review partial rehab for quotes.
- 8M3, made wiring repairs at control cabinet, ok.
- Walmart, adjusted start/stop level points, ok.
- 8M3, follow up from call out, pulled both pumps to clear blockages at volutes, ok.

- Il Villaggio, follow up from call out, pulled both pumps to clear blockages at volutes, replaced pump #2 with inventory, 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: 11M, phase loss, power on at time of arrival, inspected, station fully operational, ok; Harley Davidson, high level, pumped down upon arrival, found signs of recent high level, cleaned dirty probe, observed station pump down alternation cycle, ok; 6M, generator running, FPL power lines down generator running, controls operating erratically, low voltage power supply not operating correctly, made temporary repair to power supply, observed proper station operation, FPL power restored, will follow up during regular working hours, ok. Thunderstorm FPL outage Ormond Mall, 7M, Bear creek, Riverbend Golf Course, respond with generator as needed during outage, FPL power restored, all ok.
- SCADA monitor/response: San Marco, McDonalds, 8P, high starts, clean 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. 2M, uneven starts, pump breaker off, will monitor; Creekside, no starts #2, reset motor starter, ok; Chelsea Place #2, high starts, cleaned probe, ok.
- 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; Sent meeting minutes from January 19, 2017 to consulting engineer; 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. Installed & configured new KVM switch on main SCADA server rack, ok; Historian server, logging incorrect time on events, corrected time on all client machines and SCADA servers, ok; Backed up all PLC programs at WWTP; SCADA upgrade project, completed online form for FCC construction/coverage deadline, FCC approved.
- 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. Screw Pump #3; Grit Snail; Screw Pumps, #1, #2; R.A.S. Pumps, #1, #2, #3, #4, #5; W.A.S. Pumps, #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. Clarifier Telescopic Valves, #1, #2, #3, #4; Decant Pump.
- Annual Plant PM's: Carrousel Surface Aerator #1S. Fermentation Submersible Mixer #2
- Lift Station PM's: 21 monthly performed and 2 annual.
- 80 work orders completed and closed for this section for this week.

Water Plant – Well Fields – Booster Stations – Reuse System

- Shadow Crossing, replaced cooling fan at VFD #2, ok.
- Leeway Tower, drain pump faulted, faulty limit switch. RTU and Radio check while there, ok.
- Fluoride pump, leak noted, work with operations to shut down and repair, ok.
- Reuse High Service, jockey pump leak at discharge fitting, repaired and returned to service, ok.
- Sodium Hypochlorite storage tank, repair leak at sight tube, ok.
- Assist with CUP sampling.
- Well 15D, replaced timer at light switch, ok.

- Checked below ground vaults after heavy rain storms, pumped out as needed.
- PM's: All Rima wells. Division wells 4, 5, 6, 7, 8, 9, 15.

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. Staff awaits the approval or response from the FDEP concerning the limits requested.
- Industrial Pretreatment Program (IPP) – Staff responded to 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 approval of the final version of the CCR from the Volusia County Health Department. The 2016 report is posted on the City's website at www.ormondbeach.org/ccr. A note will be contained on customer utility bills during June through August referencing the web address for accessing the report. Printed copies are also available upon request or at the Finance Dept. 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
- Agenda packet preparation for July 25, 2017, City Commission Meeting