

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report

Date: June 23, 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 HR Director
- Continued budget review meetings with departments

Spoke to, attended and/or met with:

- Rotary meeting
- United Way Board of Directors meeting
- Senior staff, Julia Truilo Ormond MainStreet, Judith Stein Ormond MainStreet board, regarding downtown landscape ideas
- Florida Law Enforcement Commission meeting regarding the police department re-accreditation status
- Public Administration advisory board conference call
- Ormond Beach Chamber board meeting
- Senior staff, Susan Richmond Ormond Art Museum, Attorney Jeff Sweet, regarding expansion ideas for the art museum building
- Met with Lois Bollenback, River to Sea TPO, discussed various transportation topics

Community Development

Planning

- Planning staff attended two neighborhood meetings:
 - Medical office development at 1245 West Granada Boulevard. The meeting had three residents who discussed the project with the development team and raised no concerns to the proposed medical office. The project is not requesting any deviations from the Land Development Code and will be reviewed and approved by the Site Plan Review Committee.
 - Granada Pointe project at 600 West Granada Boulevard. The meeting was attended by approximately 35 individuals. The project team made a presentation that was followed by a question and answer period regarding the development. Key discussion points included (1) stormwater (2) flood plain and compensating storage (3) traffic impacts (4) proposed uses (5) buffers including along Tomoka Avenue and Bennett Lane (6) tree removal/site grading and (7) building setbacks. Based on resident comments the applicant committed to look at buffer options within the unit 4 parcel and stormwater retention pond. The project is scheduled for the July 13, 2017 Planning Board and shall require City Commission hearings.
- The Shoppes of Granada Boulevard, Phase II submitted a Special Exception application for three items related to the project development. The three Special Exception items included (1) waiver a of masonry wall abutting an offsite conservation area (2) allowance of a restaurant, type "C" (drive thru), and (3) to allow the proposed Aldi store to have outdoor shopping cart storage behind a screen wall. The Special Exception is projected to go to the July 13, 2017 Planning Board meeting.

Building Inspections, Permitting & Licensing

- 12 new business tax receipts issued.
- 404 inspections performed within the City (9 by private provider).
- 125 permits issued within the City, with a valuation of \$2,026,296.00.

Development Services

- The Site Plan Review Committee (SPRC) conducted a pre-application meeting for the Security First project located on tract 18 of Ormond Crossings. The project proposes a 100,000 square foot building which is three stories.
- The SPRC conducted a pre-application meeting for the site at 40 Holly Street that has been purchased by Tomoka Construction. The new property owner has cleaned the property and is seeking to allow outdoor storage which is allowed as a conditional use with approval by the SPRC.
- The SPRC conducted a pre-application meeting for the property at 11 Aviator Way who are seeking to provide better truck access to the property. The project would widen/modify the access to allow truck access to the existing building.
- The SPRC conducted a pre-application meeting for a property along Hull Road that is proposed to be used as a business and storage warehouse. The property was put under contract and the potential purchaser was exploring potential site development options.
- Projects under SPRC review:

Project	#
275 Interchange Boulevard, Tomoka Estates	Proposed multi-family development of 100 units
600 W. Granada Blvd, Granada Point	Proposed 4 unit, 19.5 acre commercial development on south side of Granada Blvd with associated improvements and 3 acre parcel on north side of Granada Blvd and 10 acre preservation area.
2450 Ocean Shore Boulevard, Spinnaker, Sewer Connection	Utility connection in Ormond by the Sea
1670 North US Highway 1, Ormond Gateway PBD	Phased development of 17.45+ acres for retail, convenience store with fuel sales, and restaurants
455 Sterthaus Drive, For Our Parents, Assisted Living Facility	One story ALF with 15,975 SF Building
1268 West Granada Boulevard, Shoppes on Granada Boulevard	Project proposes 4 buildings of 6,440 SF, 19,054 SF, 3,000 Sf, and 3,120 SF and associated site improvements
Celedine Subdivision, Flagler County, utility connection only	Flagler County subdivision – Ormond Beach is the utility provider
630 South Atlantic Avenue, Beach parking lot	124 space off beach parking on the west side of Atlantic Avenue and Volusia County offices, storage, workshop.

• **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.
 - Staff met with representatives of the Maxton Group, located along Sunshine Blvd., to approve a new loading dock project.
- 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.
 - Staff participated with Chamber Executive Director on the Wes Dunn Radio business show to discuss the Ormond Beach economic development activities.
- 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

- Responses to RFQ 2017-27 were due on June 21st of this week. This RFQ pertains to design services for the Runway 8/26 Rehabilitation and Extension Project. Three consulting firms provided responses to the RFQ. The RFQ Evaluation Committee will evaluate the responses on Monday, June 26th and select a consultant to receive a recommendation to award a contract for this project. Staff will next acquire an independent fee estimate for the project and negotiate a contract with the selected consultant. Staff anticipates that the negotiated contract and the recommendation to award will be presented to the City Commission for approval at their meeting on August 2nd.
- Staff has been advised that the Joint Participation Agreement (JPA) between the City and the Florida Department of Transportation (FDOT) for the design phase of the Heliport Site Improvements project was executed by FDOT on June 15th. A work authorization to commence the design phase will be forwarded to the City Commission for approval at their meeting on July 25th.
- A sub-consultant for Hoyle, Tanner and Associates has completed an archaeological survey related to the environmental assessment for the Runway 8/26 Rehabilitation and Extension Project. The sub-consultant found no evidence of cultural resources within the survey area.
- 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

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 30 Journal Entry Batches.
 - Approved 30 Purchase Requisitions totaling \$353,936.00.
 - Issued 25 Purchase Orders totaling \$170,369.00.
 - Prepared 272 Accounts Payable checks totaling \$539,597.58 and 30 Accounts Payable EFT payments totaling \$219,003.00.
 - Prepared 14 Payroll checks totaling \$12,352.62 and 357 Direct Deposits totaling \$433,041.09.
 - Transferred IRS 941 payment of \$160,381.38
 - Issued 614 past due notices on utility accounts.
 - Auto-called 116 utility customers regarding receipt of a past due notice.
 - Processed 335 payments through Interactive Voice Response System totaling \$31,776.00.

Grants/PIO

- Public Information
 - Press Releases
 - Ormond Beach Celebrates Independence Day
 - Movies on the Halifax (Secret Life of Pets, 7/7, 8:30 PM)
 - City of Ormond Beach Receives Distinguished Budget Presentation Award

- Other
 - Citizen Contacts
 - Media Contacts
 - Added to and updated items in News & Announcements and other pages on the City's website.
 - Completed weekly events calendar ad for Ormond Observer.
 - Attended pre construction meeting for Central Park Trail, Flormond Avenue Sidewalk, Ramsey Terrace Sidewalk, and Huguenot Park Improvements. (CDBG projects)
 - Attended Volusia/Flagler Public Information Network meeting.
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Submitted VOCA grant application requested modifications per technical review comments.

Fire Department

- Weekly Statistics
 - Fires: 0
 - Fire Alarms: 11
 - Hazardous: 3
 - EMS: 96
 - Motor Vehicle Accidents: 5
 - Public Assists: 51
 - TOTAL CALLS: 166
 - Aid provided to other agencies: 7 Calls – Daytona Beach (3), Volusia County (4)
 - Total staff hours provided to other agencies: 5
 - # of overlapping calls: 31
 - # of personnel sent with EVAC to assist with patient care during hospital transport: 5
 - Total EMS patients treated: 76
 - Keetch-Byram Drought Index (KBDI) East Coast Volusia: 75
- Training Hours
 - NFPA 1001: Firefighting 11
 - NFPA 1002: Driver 13
 - NFPA 1021: Officer 12
 - NFPA 1500: Safety/Equipment 18
 - NFPA 1620: Preplanning 11
 - EMT/Paramedic 33
 - TOTAL TRAINING HOURS: 98

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 (Stormwater Drainage Maintenance/Public Works) re-advertised 6-15-17 until 6-30-17. Advertised on City web site, governmentjobs.com, Indeed, and internally.
 - Part Time Maintenance Worker II (Athletic Fields) open 6-16-17 until 6-30-17. Advertised on City web site, governmentjobs.com, Indeed, 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 Recreation Leader (Nova/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 (Wastewater Collection Reuse Distribution/Public Works)
- Interviews Scheduled
 - Public Works Director (Public Works)
 - Maintenance Worker II (Water Distribution/Public Works)
 - Part Time Office Assistant I (HR)
- Background/Reference Checks/Job Offers
 - Police Officer (Police)
- 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
- Risk Management Projects
 - Manage liability and workers' compensation claim files

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects
 - Tyler Munis Phase 2 - Human Resources / Payroll. Kick off meetings with vendor, Finance, HR, and IT.
 - 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: 46
 - In progress: 35
- Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 39,336
 - Inbound E-Mails Blocked: 18,570
 - Delivered Inbound E-Mails: 20,766
 - Quarantined Messages: 2,496

- Percentage Good Email: 52.8%
- Virus E-Mails Blocked: 0

- Notable Events: Tyler Munis Phase 2 kick off - Human Resources/Payroll. Organizational meetings with the vendor, Finance, HR, and IT. The goal is to have the implementation go-live for these modules with the 1st payroll pay period in 2018.

- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 3
 - Changes: 1
 - Corrections: 0
 - Map/Information Requests: 18
 - Information Requests from External Organizations: 4
 - 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: None

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
- Reel in the Fun Fishing Tournament
- CIP Downtown Landscape Ideas Meeting
- OMAM Meeting
- Budget Preparation 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 – assign/relinquish
- New signs for Community Garden compost bins
- July calendar
- New flyers for Open Gym
- Summer camp surveys
- EDC Weekly Attendance 6/10 to 6/16: 65

Athletics

- The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday and Friday at 1pm 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.

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/weed wacked at Osceola Elementary and South Ormond
- Blew out batting cages and dugouts at Wendelstedt, Kiwanis, and Softball Quad Fields
- Rake and drag crimson stone at Wendelstedt in front of dugouts and on warning track
- Painted/Prepped Soccer 2 & 9 for 6-a-side Soccer Games on Monday night at 5pm

Senior Center

- Granada Square Dance was held Tuesday from 6:30 pm to 9:00 pm
- Tomoka Duplicate Bridge was held Saturday from 11:00 am to 5:00 pm
- King Jesus Ministries was held on Sunday from 9:00 am to :001 pm
- King Jesus Ministries was held on Monday from 6:30 pm to 9:00 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 hosted the following events:
 - Children's Musical Theatre Dance Showcase, Thursday, 7:00 pm-9:00 pm
- The Performing Arts Center is prepared to host the following events:
 - Volusia Academy of Ballet Presents "Toy Box, Saturday, 7:00 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
- Basketball practice Tuesday/Thursday

Community Events

- Weekly administrative tasks, office work, meetings and activities
- Assisting Senior Games tasks
- Cleanup and organization of equipment and supplies from fishing tournament held Saturday, June 17
- Tracking of July 4th sponsorships (ongoing)
- Planning and assistance with 2017 events through August
 - Independence Day Celebration – July 4
 - Summer Sounds Concert Series – July 14, 21 & 28

- National Night Out – August 1

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
- Open Gym 6/20, 6/22, 6/23

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 continues. They will meet Monday through Friday from 8:30am-2:30pm for six weeks.
- Summer Basketball League, for players ages 12-18 years old, continues this week. Each day two teams in the same age group will be given the time to play each during the 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 will meet Tuesday and Thursday until the beginning of August.

The Casements

- Reduced summer tour hours began on June 1. 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 were given at 10:00 a.m. and 11:00 a.m.
- A wedding and reception was held in The Casements on Saturday.
- A wedding was held at OMAM on Saturday with 25 guests.
- The Herb Society met at Bailey Riverbridge on Saturday morning.
- A baby shower was held on Sunday at Bailey Riverbridge.
- The third week of Enviro Camp was held at the Environmental Discovery Center. Camp was full with 16 campers.
- Art Explosion Camp at The Casements was in its second week.
- The Casements Guild Crafters met on Monday from 12:30 a.m. to 3:30 p.m. in Room 203.
- 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.
- Greek Cooking Class was held on Monday and Thursday evenings.
- International Yoga Day was held early Wednesday morning in Rockefeller Gardens with approximately 250 in attendance.
- Camera Club held their monthly meeting at Bailey Riverbridge on Thursday.
- The new “self-guided” audio tour continues to be working well for our visitors. They enjoy touring the home at their own pace.

Parks Maintenance

- Citywide inspection of parks
- Inspected and posted for reservations at pavilions
- Delivered three scoreboards to Sports Complex with help from Stormwater
- Ormond Shores Park – filled in low area with five yards of dirt and also deliver coquina rock for barrier
- Main Street Park – cleaned up lattice and 4x4 post; repaired gates to tote area
- Magic Forest – replaced missing shingles at Pavilion #2
- Community Garden II – treated weeds and grass

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
- Continuing quarterly preventative maintenance on 188 A/C systems citywide
- Refurbishing snowflakes – ongoing
- Greased motors and pumps at Police Department
- Picked up and installed belts on two exhaust fans at Public Works Complex
- Checked gate issues at Breakaway Trails and Fleet
- Check Operations Building - no A/C at Water Plant
- Assisted with replacing board on deck at Emmons Cottage at Ormond Memorial Garden
- Inspected runways; repaired threshold lamp at Airport
- Replaced entrance walkway railing at Ames Park
- Moved 400 lb file safe from The Casements to Airport Tower
- Repaired water cooler at Cassen Park
- Displayed Health Department certificates at both splash pads
- Repaired the soffit light at Cassen Park
- Repaired water spigot at Fire Station 91
- Repaired the decorative lights at Rockefeller Gardens
- Repaired the damaged plaster in Building A at Senior Center
- Repaired the Racquetball water cooler at Nova
- Replaced the burned out bulb in the gymnasium at SONC

Police Department

Administrative Services

- Hosted Weekly Staff Meeting.
- Chief Godfrey attended a budget meeting with city staff.
- Captain Roos attended Monday Morning with a Cop at the Ormond Beach Library.
- Staff held a Strategic Planning Session at The Casements
- Staff attended the “Guard Up” self-defense class at the Nova Recreation Center
- Staff attended the Accreditation Conference in Orlando. The Police Department was awarded its re-accreditation status from the Commission for Florida Enforcement Accreditation

Community Outreach

- Approximately 25 parents and children attended the second *Monday Morning with a Cop* on June 19 at the Ormond Beach Public Library. Captain Roos read the book *Emperor and the Kite* by Jan Yolen to our family audience. The library offered a chance for participants to make kites after Captain Roos answered questions about the book and being a police officer.
- The OBPAL summer program in partnership with the Department of Leisure Services continues at the South Ormond Neighborhood Center. The first field trip was on June 16 to Daytona Lagoon. Ninety-five (95) children enjoyed splashing on the slides and floating in the lazy river.
- 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 thirty-three (33) youths attended the practices each day.

Community Services & Animal Control

- Animal Calls responded to: 60
- Animal Reports: 6
- Animals to Human Society: 10
- Trap Neuter Release: 5

Criminal Investigations

- Cases Assigned: 21
- Cases Cleared by Arrest/Complaint Affidavit: 4
- Cases Exceptionally Cleared: 6
- Inactive: 9
- Fraud: 6
- Burglary Business: 0
- Burglary Residential: 3
- Larceny Carbreak: 3
- Auto Theft: 0
- Grand Theft: 3
- Death Undetermined: 1
- Missing Persons: 0
- Recovered Missing Persons: 2
- Police Information: 1
- Stalking: 0
- Assault: 0
- Robbery: 1

Records

- Walk - Ins / Window: 94
- Phone Calls: 103
- Arrest / NTA'S: 17
- Citations Issued: 48
- Citations Entered: 104
- Reports Generated: 128
- Reports Entered: 110
- Mail / Faxes / Request: 23

Patrol

- Total Calls: 1,373
- Total Traffic Stops: 130

Operations

Crime Opportunity Report Forms: 94

- 06/14/17
 - Narcotics Arrest, 601 Fleming Avenue (Central Park Fleming). While on routine patrol, officers located a suspicious vehicle in the park after hours. Upon contact with the two occupants, the presence of narcotics was suspected. Search of the vehicle was conducted and multiple items of drug paraphernalia were recovered.
 - Warrant/Shoplifting Arrest, 1521 West Granada Boulevard (Walmart). Volusia County Sheriff's Office Deputy observed a suspect walk across West Granada Boulevard with a vacuum cleaner and get into a vehicle. This appeared suspicious and the Deputy conducted a traffic stop on the vehicle. The suspect was found to have an open warrant out of Volusia County for Violation of Probation in reference to petit theft. The suspect was also found to have just shoplifted the vacuum from Walmart.
 - Resisting Without Violence Arrest, 410 South Nova Road (One Blood). An employee from Babes Blue Room called in reference to a male that was intoxicated and verbally aggressive towards their female staff. The male left and started walking down South Nova Road. Contact was made with him and he was identified. While the suspect was being taken into protective custody for a Meyer's Act, he resisted officers.
- 06/15/17
 - Traffic Arrest, 400 block South Atlantic Avenue. The suspect was stopped for a traffic violation, and was found to have a suspended license.

- 06/16/17
 - DUI Arrest, 600 block South Atlantic Avenue. The suspect was observed driving southbound on South Atlantic Avenue, weaving between two lanes and nearly struck the median by Andy Romano Beachfront Park. A traffic stop was conducted on the suspect and a DUI investigation was completed.
 - Grand Theft, 1 Manderley Lane, Known suspect that had permitted access to the house possibly stole appliances and tools over the past three weeks.
- 06/17/17
 - Burglary Residence, 711 South Atlantic Avenue #708 (Atlantic Cove Resort). Victims left their hotel room and returned to discover the hotel room door ajar. Backpack containing Playstaion-4 with cables, controllers, external hard drive, and video games was stolen from room.
 - Vehicle Crash with Fatality, 700 Block of West Granada Boulevard. Officers responded to a hit and run crash where a vehicle struck a pedestrian and fled the scene. Once on scene officers located the victim. The suspect vehicle left the scene and a BOLO was issued with limited information known on the vehicle. A short time later, residents at 886 Riverside Drive called in to say that a relative of theirs arrived at the residence and appeared to have been in a serious crash. Officers went to the residence and confirmed that the vehicle at the residence was the vehicle that had struck the victim and left the scene. The driver was then identified. During the on-scene investigation, she acknowledged to being the vehicle's driver and striking something with her vehicle but didn't know what or who.
 - Warrant Arrest, 769 West Granada Boulevard. Contact was made with the suspect regarding having an open warrant.
- 06/18/17
 - Burglary Residence, 711 South Atlantic Avenue #101 (Atlantic Cove). Victims were out of their room and returned to find their room burglarized. Victim's wallet was taken out of her purse that was stored behind the TV. No forced entry to the room noticed.
 - Narcotics Arrest, 839 South Atlantic Avenue (Andy Romano Beachfront Park). Officers responded to the park in reference to a disturbance between males possibly fighting and kicking a vehicle. Officers made contact with subjects who were both intoxicated. While investigating the incident, K9 Rex was walked around their vehicles and alerted to the presence of narcotics. Search of the vehicle located several items of drug paraphernalia.
 - Stolen Vehicle Recovery Arrest, 100 Block East Granada Boulevard. VCSO Dispatch advised that a stolen tag/vehicle passed one of the designated tag reader sites and was believed to be coming north into Ormond Beach on the beachside. Multiple officers responded to the area to look for the stolen vehicle. A patrol unit located the vehicle and started to follow the vehicle and confirmed the tag and vehicle description matched the BOLO for the stolen vehicle. The stolen vehicle pulled into Granada Plaza and parked. Officers were able to stop to the rear and sides of the vehicle and initiate a felony stop. The two occupants both complied with verbal directions and were secured without incident.
 - Driving Under Influence Arrest/Crash with Serious Bodily Injury, State Road A1A and Neptune Avenue. Officers responded to a vehicle versus pedestrian crash with injuries. Upon arrival it was determined that the victim pulled her vehicle over to the side of the roadway to gather something from the trunk of the vehicle. Another vehicle driven by the suspect was southbound on State Road A1A and struck the rear of the victim's vehicle while she was accessing her trunk. The victim's vehicle then was pushed to the side of the road and completely dislodged and broke apart the traffic box on the corner of the intersection knocking out the street lights. The victim was then dragged along the roadway until the second vehicle came to a complete rest. The suspect was believed to be intoxicated and a DUI investigation was completed.
 - Carbreak, 1521 West Granada Boulevard (Walmart). Suspect is a transient that was seen by the victim around his vehicle asking for money. Wallet missing from vehicle.
 - Aggravated Assault/Violation of Probation/Narcotics Arrest, 370 John Anderson Drive. The suspect was arrested for aggravated assault by threatening his brother with a hatchet blade

- in the garage at this location. Subject was also in possession of crack cocaine and was on probation.
- 06/19/17
 - Burglary Residence, 1 Bayberry Court. Red Troy Built lawn mower stolen from shed.
 - Battery Domestic Violence Arrest, 1340 West Granada Boulevard (Lowe's). The suspect and her boyfriend whom she resides with got into a physical altercation in the lumber loading area of Lowe's. During the altercation the suspect struck the victim across his face.
 - Battery Domestic Violence Arrest, 4 Heather Lane. Victim called 911 to report a battery that occurred at the residence. Officers made contact with the victim down the road from the residence. She described being pulled off the bed by an arm and a leg and down the hallway where her live-in boyfriend then placed a rear choke hold on the victim and told her that this was how it ends. Victim also stated that the suspect also made statements about potentially taking everyone out and the victim was going to be first. Multiple officers responded to the scene and established a perimeter around the residence. Phone contact was established with the suspect at which time he surrendered.
 - Loitering Prowling/Resisting Without Violence Arrest, 1635 North United States Highway One. Officers were called in reference to a female trying door handles in the parking lot. The suspect then climbed the fence from Destination Daytona over to Love's Truck Stop and then went into the front of the gas station and out the back door and was located.
 - 06/20/17
 - Battery Arrest, 100 South Nova Road (McDonald's). The suspect had been in the drive thru and pulled up to the window to pick up her order. She was provided with her drink and told that she would have to park and wait for her food. The suspect became belligerent and began swearing at the employees. The store manager attempted to calm the situation by refunding the suspect's money. The suspect then threw the drink at the manager, striking her in the face causing injury.
 - Carbreak, 149 Rosewood Avenue. Two vehicles entered in the driveway.
 - Stolen Vehicle, 72 Hernandez Avenue. The victim's Ford F-150 was unlocked and the keys were left inside the truck. No witnesses or evidence was able to be located.
 - Carbreak, 839 South Atlantic Avenue (Andy Romano Beachfront Park). The victim advised that his rental vehicle was locked and there were no signs of forced entry. Victim advised that \$200.25 was taken from his rental vehicle

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 5
 - Number of DUI Arrests: 2
 - Number of Uniform Traffic Citations Issued: 18
- Traffic Crash Reports
 - Number of Crashes without Injuries: 12
 - Number of Crashes with Injuries: 2
 - Number of crashes with serious bodily injuries: 1
 - Number of fatal crashes:1

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 2 Cases initiated
- Zone 2: 3 Cases initiated
- Zone 3: 2 Case initiated
- Zone 4: 4 Cases initiated
- 4 signs have either been removed or sign cases created.
- 16 tree removal permit requests
- Administrative staff assisted with two (2) walk-ins and ninety-five (95) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - Police Department Sally Port –The Contractor completed installing the new door unit and has only minor punch-list items to 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 Tomoka Ave and Midway Ave near US1.
 - 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 – Contractor continues installation of pipe along South Halifax Drive, as well as installation of check valves on water services throughout the project area.
 - CDBG 2017 Trail & Sidewalk – Pre-construction meeting was held on June 21st. Tentative construction start date is July 10th.
 - Ph III 2-Inch Water Main Replacement – Peninsula – Contracts are being finalized for execution; all permits have been received from FDOT and the Florida Department of Environmental Protection.
 - 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.
 - CDBG - Huguenot Park – Pre-construction meeting was held on June 21st. Tentative construction start date is July 10th.
 - 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 arrived on site to perform a pilot test of their screw pump to confirm its ability to dewater the lime sludge. Once the results are in staff can decide if this technology is preferred over the centrifuge technology.
 - 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 occurred on June 16th. The FIND Commissioners expressed their

support for the project and staff is hopeful that construction funding will be made available. Staff should know sometime in September if grant funding will be provided.

- 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 – Consultant finalized all environmental field work and City staff has surveyed all located features and is adjusting the design plan accordingly. The City and Consultant are finalizing required items for resubmittal to FDOT.
- 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.
- 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 has submitted a FEMA HMGP grant 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 has included this project on their priority list for FEMA funding.
- 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 for bids.
- 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 presented an update of the Laurel Creek Stormwater Improvements at the Florida Stormwater Association Annual Conference.
 - Reviewed plans and created approved Work-in-the-Right-of-Way permit for Tomoka Ridge Way directional bore, per Brighthouse request.

- Researched Old Tomoka Right-of-Way and maintenance responsibilities for homeowner, per Streets Division request.
- Completed additional wetlands location survey for proposed Forest Hills Connector Sidewalk project, per FDOT comments.
- Continued updating the FAA permits for the proposed OBSC Soccer Field Lighting project.
- Completed right-of-way/property line stakeout to determine City/private property location at Oak Ridge Cemetery.
- Researched old as-built drawings and provided PDF copies to Consultant for 142 East Granada (Fountain Square Redevelopment Project), per Utilities Division request.
- Researched old as-built drawings and provided hard copies of the Shadow Crossings Storage Tank and Pump Station, per Utilities Division request.
- Researched old documents to determine maintenance responsibilities for the Nova Landfill Fence, per Streets Division request.
- Researched old as-built drawings and provided PDF copies of the 12" watermain in the Wilmette Ave right-of-way, per Utilities Division request.
- Researched old as-built drawings and provided PDF copies for Rockefeller/A1A and Flamingo/A1A intersections, per Utilities Division request.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Poured 10'x5' slab for Wastewater Plant
- Dug out and patched utility cut in roadway on Pinehurst Cir
- Sidewalk repair work on broken section of DOT sidewalk on SR40 at Breakaway Trails
- DOT concrete repair on SR40 near Tomoka Ave

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
- Remove 2 pines on 700 block of Timothy St
- Cleaned up brush in CP1
- Cut and removed stump on 1000 block of N Halifax Dr
- Trimming in Ormond Lakes, Booth Rd, 700 & 800 block of River Oak Dr W
- Trimming FDOT on US1 N side 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
- Trimming on Hull Rd, on Sterthaus from Orchard to Old Kings Rd
- Picked up piles of branches on Hull Rd by entrance to Bear Creek
- Picked up debris on Pineland Trl and delivered to Transfer Station
- Transport sand from Plant to Public Works Complex

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
- Ordered Sign Shop materials
- Straighten signs citywide
- Fabricated 2 sets of HIP Street Names for installation
- Installed 4th of July signs for event, signs on barricades
- Installed 2 new No Parking signs at Melrose & Andrews St

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
- Move signs for Parks Dept from PW yard to Hull Rd
- Line cleaning at S Beach St & McAllister
- Pond maintenance at ABC/S Division Rec
- Dirt to Tidewater Dr run out
- Cleaned out Willmette ditch (manual)

Vactor

- Sylvania PI

Mowing

- Slope mowing on SR40 FDOT ponds

Street Sweeping/Streetsweeper

- 101 miles of road cleaned
- 20 cubic yards of debris removed

Fleet

- Mileage traveled by all departments for the week: 22,302
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 1
 - Non-Emergency Vehicles and Equipment: 17
- Road Calls for the week: 2
- Quick Fleet Facts:
 - Fuel on hand: 8,270 gallons unleaded, 8,676 gallons diesel
 - Fuel used in one week: 2,029 gallons of unleaded and 715 gallons of diesel.
 - Fleet completed 53 work orders this week.

Utilities

- Projects Summary
 - Breakaway Utilities Yard Electrical & Pump Upgrades – Called engineer to discuss a proposal for additional design services to add VFDs to the irrigation pumps as an additive alternate. A final set of plans and specifications should be available for review in early July. A plans review meeting is tentatively scheduled with the design engineer 7/6/17. Awaiting receipt of FPL service invoice information.
 - Water & Wastewater Chemical Purchases Bid Advertisement – Addendum 1 is being prepared to address various questions received from potential bidders.
 - Fire Hydrant Replacement Program – Received an executed FDOT permit application and a review set of plans 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: Reviewed pump station calculations and provided comments to Consultant. Bid advertisement, plans and specifications scheduled for review by City Commission at July 25, 2017.
- Sanitary Sewer Piping Video Investigation & Engineering Report Project – Sanitary sewer televising is being performed in the area of Tomoka Ave and Midway Ave.
- 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 – Updated plans and specifications prepared in-house for bidding purposes.
- Elevated Storage Tank Repairs & Maintenance – A meeting is scheduled next week to discuss the option of utilizing a tower for antenna placement and demolishing the elevated water tank at the water plant.
- South Peninsula Reclaimed Expansion – Reclaimed water main is being installed along South Halifax. Dual check valves are being installed on water services.
- Water Plant Aerator Housing Rehabilitation (CIP) – Outer beam dimensional spacing was measured for the vendor to resolve a conflict with the interior wall beams.
- Water Plant Lime Sludge Dewatering Improvements – The Andritz pilot screw thickener is being set up at the plant for pilot testing its efficiency in dewatering lime sludge.
- Water Plant Upgrades – Lime Slaker and Sodium Hypochlorite Generator - A project kick off meeting was held with the consultant.
- 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 – Received a video of the outfall pipe. Obtained field measurements of the concrete pipe bell to assist the design engineer with selection of an appropriate joint repair clamps to eliminate leakage at the pipe joints.
- WWTP Sludge Dewatering Improvements – Met with design engineer to review proposed plans and discuss the screw pump sludge thickener option.
- 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
- SPRC Projects (Utilities Review)
 - Celedine – Legal Department comments were received on the proposed developer agreement. Water flow model results and assumptions were received for review.
 - Gold Choice ALF – Received revised plans for review.
 - Fountain Square – 142 E Granada – Sent as-built drawings to the engineer to assist with the site redevelopment design.
 - Huntington Villas, Phase 1B – Final inspection needs to be performed on the utilities and a clearance form received. Record drawings were requested to perform this task,
 - Maxton Group Truck Dock – Met to discuss conceptual plans for a truck dock. Utilities are not affected.
 - Mirror Lake Drive – Mirror Lake Drive was paved after the previous design plans were prepared. Several lots were flagged at the property corners.
 - Our Parents Assisted Living Facility – 455 Sterthaus Drive – Reviewed plans and provided comments.
 - Ormond Beach Medical Office Building – 1245 W. Granada – Met with design engineer to address comments.
 - Ormond Gateway PBD – 1670 N US 1 – Received plans for review.
 - Pet Smart – A meeting is scheduled with the design engineer to resolve construction conflict issues.
 - Plantation Oaks – Legal Department suggestions were received concerning the final plat.
 - Security First – Met with developer and engineer to discuss the project.
 - Spinnaker Condo – Received revised plans for review.

- Tomoka Estates – 275 Interchange Boulevard – Reviewed plans & provided comments.
 - Wawa – 600 W Granada – Pre-application meeting held to discuss project requirements.
 - 40 Holly Street – Met to discuss storage area proposal.
 - 600 W. Granada Blvd – Reviewed revised plans. Utility department comments were addressed. Prepared a narrative for Planning Department concerning impacts of the utilities on the undeveloped site.
- Water Treatment
 - Delivered 37.53 million gallons for the week ending June 16, 2017 (5.36 MGD).
 - Backwashed 13 filters for a total of 610,000 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 29.06 Million Gallons.
 - Influent flows average for week @ 4.15 MGD, plant designed for 8 MGD.
 - Produced 21.62 Million Gallons of Reuse.
 - Produced 7.44 Million Gallons of Surface Water Discharge.
 - Annual Average (Jun 01, 2016 – May 31, 2017) for Surface Water Discharge 0.868 MGD.
 - Hauled 189.47 tons of dewatered residual solids (14%-18% Solids).
 - Water Distribution
 - Responded to and/or repaired 12 water leaks.
 - Performed accuracy testing of 4-4", one each 3" and 2" per meter testing program on commercial properties. Scheduled 7 for future testing.
 - Installed 6 new residential water meters.
 - Replaced or repaired 9 water meter boxes.
 - Replaced 13 water services due to low flow or leaks. One 2" casing was installed for a water service replacement under a road.
 - Performed pressure testing of 8 City owned backflow preventers.
 - Repaired water main breaks (2") Colina Place and (6") Riverside Dr
 - Responded to 19 reports of customer concerns regarding low pressure, cloudy water or assistance with other plumbing needs.
 - Performed Inspection/maintenance on 34 fire hydrants located in subdivisions along Tymber Creek Rd.
 - Locate & exercise 10 valves used for water main leaks/breaks.
 - Assisted Volusia County locates for the irrigation meter serving Tom Renick Park.
 - Relocated water service per customer request due to septic replacement at 33 Juniper Dr.
 - Repaired broken 2" plug on the aged 6" interconnect with Holly Hill on Ridge Ave.
 - Rescinded all outstanding boil water notices.
 - Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 116 regular and 2 emergency utility locates for the previous week.
 - Wastewater Collection – Reuse
 - Crews responded to 9 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 1 in the conventional system service area. Responded to 3 reuse trouble calls.
 - Responded to 3 Request for Utility Verifications for residential and commercial properties.
 - Continued monitoring W. Granada force main system to optimize flows.
 - Repaired broken force main 103 Tomoka Ridge Way.
 - Televised 26 sewer laterals. Cleaned 7.
 - Locating sewer and reuse valves in Phase 1 of Breakaway. Marking and testing valves. Will replace or raise to grade as needed.
 - Reviewed SS Inspection TV video generated by contractor.

- Checked force main pressure on Ocean Shore Blvd.AM/PM Spanish Waters @ 20/20 psi, Ocean Mist Hotel @ 17/16 psi, Ormond Mall @ 0/0 psi.
- Low pressure sewer gauge readings: AM/PM Foxhunters Flat (4 inch) 17/18 psi, Westland Run 22/19 psi & Shadow Crossing Blvd. (4 inch) 2/7 psi.
- Wastewater Plant – Lift Stations
 - Swing Zone Blowers, not operational, performed reset, returned blower to service, ok.
 - 1P, follow up from call out, pulled pump and checked valve #1 - deragged, ok.
 - Il Villagio, adjusted start/stop levels, cleaned probe, tighten all electrical connections, will monitor, scheduled to replace RTU with current model. Static = 0psi, 1 Pump Running = 8psi, 2 Pumps Running = 10psi.
 - 6P, follow up from call out, replaced backup high level float wiring damaged by rodents, replaced pump #1, worn beyond reliable service, ok.
 - San Marco, grounds keeping, trimmed trees, ok.
 - 13M, uneven hours at time clocks, deragged both check valves, ok.
 - NTU Meter, repaired leaking plumbing as needed, ok.
 - Final Tanks, set up Thompson 4" pump, tested manifold for upcoming drain & cleaning, ok.
 - RTU2_PPS (old reuse pump station), RTU not currently in service, converted old program to latest firmware version, returned PLC back to the network for future expansion and use.
 - McDonalds, weekly odor control and wet well cleaning.
 - WIN911 monitor/response: 1P, high level, pump #1 not able to move water, possible blockage at volute or at check valve, set controller to Lead Pump #2, will follow up during regular working hours, ok at this time; 6P, high level, system making multiple calls for high level, possible electronics problem or SCADA read problem, confirmed correct operations and disconnected SCADA antenna, will follow up during regular working hours, ok at this time; Breakaway Trails, Deer Creek, Shadow Crossings, Airport Business Park, Bear Creek, phase loss, high level, all storm related, all ok after storm subsided.
 - SCADA monitor/response: 7M1, no starts #2, reboot soft start, ok; San Marco, no starts #1, reset motor starter, ok; 2M, no starts #1, reset motor starter, amp draw high, pulled pump to clear blockage at volute, ok; 1P, uneven starts, checked motor starters, deragged transducer, ok; Il Villagio, no starts #2, reset motor starter, ok; Towne Square, high starts, cleaned probe, ok.
 - SCADA technician activities: Friday end of shift Test of Win911 @ WWTP; Met with VTScada rep and developed a small test network using one of our Control Wave Micro PLC's and a demo version of VTScada. Discussed many features of VTScada as well as third party maintenance software that could be used in conjunction with the SCADA platform. Plan to upscale the current demo, and implement as a running; parallel stand-alone test monitoring Shadow Crossing and 2 lift stations; Configured new laptop with the most up to date programming software, and VMware to allow for SCADA offline edits of current operation slides, ok.
 - 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: Effluent Transfer Pumps, #1, #2, #3; Poly Blend Units, #1, #2; Sand Filters, #1, #2, #3
 - Annual Plant PM's: Fermentation Submersible Mixer #4;
 - Lift Station PM's: 9 monthly performed and 3 annual.
 - 58 work orders completed and closed for this section for this week.
- Water Plant – Well Fields – Booster Stations – Reuse System
 - Shadow Crossing, follow-up from low level call out, confirmed correct operation of controls and level reading with tape measure, clogged control lines on 8" Bermad valve noted, replaced with new stock, install new clean out, ok.
 - Checked fuel levels on all portable generators at the water plant, refueled as needed.
 - Lime Slaker #2, replace worn slurry tank mixing paddle, ok.
 - Well 11D, not responding, replace non-operational time delay relay, ok.

- PM's: Division wells 10, 11, 12, 16, 17. all B.A.T. wells; Hudson wells 25, 26, 27, 28; R.O. cleared well blowers units; Standish Booster station; all City interconnects; Shadow Crossing Reuse station.
- 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 awaiting response from the FDEP concerning the local limits evaluation submittal.
 - SERC-Hazardous Substances Storage Report – The Tier 2 SERC Report allows first responders to be aware of hazardous chemical located at the WWTF, WTF and the Fleet maintenance departments. The information is stored in a national database for future use.
- 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.
 - Wetlands Monitoring Report – Staff is finalizing the Wetlands monitoring report for the submission to the SJRWMD. The report is required by the Consumptive Use Permit (CUP) issued by the District. The report summarizes the health of the wetlands adjacent to the City's potable water production wells in the Rima Ridge Wellfield.

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 attending meeting with Assistant City Manager
- City Clerk attended budget review meeting
- Agenda packet preparation for July 25, 2017, City Commission Meeting