

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report

Date: October 5, 2018

This is a weekly staff report that is used as a management tool that I thought you might find helpful. The departments are listed in alphabetical order.

City Manager

Reviewed and prepared with staff as follows:

- Staff meeting
- General discussion meetings with various members of senior staff
- Prep work for the October 23 OB Life meeting

Spoke to, attended and/or met with:

- Rotary meeting
- Individual agenda review meetings with Mayor Partington, Commissioners Boehm and Littleton
- City Commission Workshop
- City Commission Meeting
- Phone call with Mrs. Trescott regarding various concerns
- Senior staff and architect Bill Chapin regarding E. Granada Blvd.
- Senior staff and Volusia County School Board staff regarding an interlocal agreement
- Walk with the Manager, Police Chief Godfrey was the guest walker
- Attend PACE ceremony for their FPL Energy Makeover
- ICMA task force conference call
- Luke McCurdy regarding Eagle Scout project at PACE

Community Development

Planning

- There is an informal neighborhood meeting notice for the property at 101 Fiesta Drive that abuts the recently renovated Hamlin building at 801 West Granada Boulevard scheduled **October 9, 2018 at 5:30pm** at 801 West Granada Boulevard. The property owner of the Hamlin building at 801 West Granada Boulevard is seeking to construct a parking lot where a single-family residential house exists to serve the Hamlin building. In order to construct a parking lot to connect to the existing building, there are several steps that would be required. The project would need to amend the Comprehensive Plan land use designation and zoning designation for the property at 101 Fiesta Drive. Prior to any land use or zoning application, the applicant is hosting an informal neighborhood meeting (not required by the Land Development Code) to present the concept to property owners within 600' of the property.
- Marshside Village subdivision. Planning staff sent letter notice regarding the application of Edward Speno, President of Edward James Corporation with the authorization of the property owners Enclave of Timber Creek LLC and Tymber Sky LLC, for a Planned Residential Development (PRD) amendment for the Marshside Village subdivision. The Planned Residential Development amendment seeks to allow 144 single-family lots on 84.14+ acres and associated subdivision improvements. The subject property is currently zoned as Planned Residential Development. The Marshside Village subdivision is located at the northwest intersection of Tymber Creek Road and Airport Road. First reading is scheduled for **October 16, 2018** and if approved, the second reading would be **November 5, 2018**. The Planning Board recommended denial of the project by a 3-2 vote.

- Halifax 100. Planning staff sent a letter notice regarding the application of Ed Schwarz, Halifax 100, LLC, the property owner, for a Planned Residential Development amendment. The Planned Residential Development amendment seeks an architectural design change to the proposed buildings for the 12 unit residential development. The amendment does not propose any changes to the approved site improvements. The subject property is zoned as Planned Residential Development and is located at 100 North Halifax Drive. First reading is scheduled for **October 16, 2018** and if approved, the second reading would be **November 5, 2018**. The Planning Board recommended approval of the project by a 4-0 vote.
- Planning staff attended the Brownfield conference in Daytona Beach.
- Based upon no applications for the Planning Board to review, the October Planning Board has been canceled.
- The October monthly development report is available at: <https://www.ormondbeach.org/247/Development-Projects>.

Building Inspections, Permitting & Licensing

- 4 new business tax receipts issued.
- 441 inspections performed within the City (36 by private provider).
- 122 permits issued within the City, with a valuation of \$2,807,168.

Development Services

- There have been a number of inquiries to the status of the Tomoka Oaks golf course. The Tomoka Oaks golf course is 147 acres and was approved as a Planned Residential Development in 2006 that maintained the golf course and added 122 residential units. All approvals from 2006 have expired and the Planned Residential Development has no development order. Any development would require a neighborhood meeting, Planning Board hearing review and two hearings before the City Commission. Planning staff met with the property owner of the Tomoka Oaks golf course in August and recommended conducting an informal neighborhood meeting prior to any site plan submittals involving the golf course. There have been no site plans or applications submitted for this property.
- Lucky's Market at 101 East Granada Boulevard was issued their building permit and the project's site plan has been approved (parking lot and landscaping updates).
- Chase Bank at 1520 West Granada Boulevard (demolition of the former gas station) has received their site plan approval. Staff is awaiting the demolition permit application and the engineering permit for the site work for this project.
- Shoppes on Granada, Phase 2 is focusing on the relocation of the veterinarian building which is expected to start building construction the week of October 8th.
- There were no Site Plan Review Committee (SPRC) meetings with applicants this week.
- Projects under SPRC review include:
 - 135 Hernandez Avenue, lot split. A request to subdivide one residential property into two residential lots.
 - 275 Interchange Blvd., Extended Stay America. The project proposes a hotel with 124 rooms of 53,857 square feet. The building is four stories in height. The project would require a Planned Business Development rezoning with a neighborhood meeting, Planning Board review, and City Commission action.
 - Cypress Trails, final plat. The project is under construction for 48 single-family lots. The final plat would allow the recording of the plat, selling of lots and construction of houses after all subdivision improvements are completed.
 - 75 North Halifax Drive, Oceanside Golf & Country Club. Modification to the existing porte cochere drop off area and stair main entrance to become handicapped accessible.
 - 221 Vining Court, Salty Church. New submittal. Construction of a new 11,585 SF building and site improvements. The project would require a Special Exception amendment with a neighborhood meeting, Planning Board review, and City Commission action.
- Below is the construction status of projects under construction:

Project	% Complete
589 South Yonge Street	75%
783 North U.S. Highway 1	35%
Antares of Ormond Beach	0%
902 South Atlantic Ave., Bank of America	95%
Cardinal Drive Beach parking	10%
Davita Dialysis	20%
Edgewell site work	100%
For Our Parents ALF	80%
Granada Pointe	50%
Lot 2, Airport Business Park	50%
Maxton Group loading dock	100%
Oasis Church, water line extension	70%
Ormond RC, Fitness Center & Building 1C	0%
Pineland	5%
Prince of Peace, Like New addition	75%
Prince of Peace, office addition	75%
Security First	45%
Shoppes on Granada, Phase 2	10%
Thomas & Betts parking improvements (phase 1)	80%
Zaxby's	70%
Independence Recycling of Volusia	0%
Plantation Oaks, utility connection	95%
Cypress Trails subdivision	35%

Economic Development

- Ormond Crossings
 - Security First Managers continues the construction of their office building.
 - Installation of off-site utility work along Broadway Ave. continues.
 - Security First Managers transportation mitigation FDOT permit requires they construct turn lane improvements at the intersection of Broadway Ave. and US1 prior to occupancy of 100,000 sf of the new building. Occupancy beyond the 100,000 permit requires a new traffic impact study to determine whether a traffic light is warranted. A preliminary study by LTG Engineering indicates the full occupancy of the office building by Security First Managers will warrant a traffic light at Broadway and US1. According to the Ormond Crossings Development Agreement, the light must be installed by Tomoka Holdings within one year of the warrant.

- Staff has also requested its transportation consultant investigate state funding opportunities for the traffic light.
- Airport Business Park
 - Concentrated Aloe is continuing with constructing their 40,000sf manufacturing plant on Lot 2.
 - Staff has received letters of intent from 2 property owners in the Airport Business Park to donate land for the City to extend the Signal Avenue roadway into the Southwest Quadrant of the Airport. Staff is preparing the necessary legal documents to formalize the process and present the project to the City Commission for its approval.
 - Staff continues to meet with the businesses in the Park to assist as possible with technical assistance and provide information and networking opportunities.
- Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
 - Staff is working with the Ormond Beach Chamber on a number of economic development initiatives.
 - The Doing in Business publication is available in print and will be made available on-line at the Chamber and City's websites.
 - Continued to meet with a regional group focused on growing the innovation and entrepreneurial eco-system in Volusia County.
 - Met with Economic Development practitioners in neighboring cities to discuss opportunities to promote US Highway 1.
- Prospective Business Attraction/Retention/Expansion
 - Staff continues the ongoing outreach to Ormond Beach businesses to assist with expansion opportunities. To date approximately 15 companies have been visited.
 - Lucky's Market has begun the interior and exterior renovations.

Finance/Budget/Utility Billing Services/Grants/PIO

Finance

- On-going Projects
 - The City continues to work with FEMA to achieve obligation on three (3) additional project work sheets for Hurricane Matthew. To-date the City has received \$6.2 million dollars for Hurricane Matthew reimbursement.
 - FEMA assessment, project planning and project worksheet development for Hurricane Irma continue. In regards to Hurricane Irma, 90% of expenses have been submitted to FEMA for obligation review.
 - Preparations for the Munis Phase 3, Utility Billing system are underway.
 - Preparations are underway for the fiscal year 2017-18 audit.
- Completed Projects - Weekly
 - Processed 50 Journal Entry Batches.
 - Approved 101 Purchase Requisitions totaling \$1,561,680.61.
 - Issued 17 Purchase Orders totaling \$87,344.61.
 - Prepared 120 Accounts Payable checks totaling \$280,696.76 and 43 Accounts Payable EFT payments totaling \$304,013.40.
 - Issued 503 past due notices on utility accounts.
 - Auto-called 78 utility customers regarding receipt of a past due notice.
 - Processed 388 payments through Interactive Voice Response System totaling \$33,193.11.
 - Grant money 2017-18 fiscal year-to-date total received, \$7.1 million dollars.

Grants/PIO

- Press Releases
 - Walking with the Manager (10/5, Casements, 8 AM)
 - Fired Up for a Cure (10/7, 4 PM)
 - Lane Closure of SR-40 at the Granada Bridget (10/4 9 AM – 5 PM)

- 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.
 - Finalized print materials for State of the City event.
 - Attended weekly staff meeting.
 - Attended communications meeting.
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.

Fire Department

- Weekly Statistics
 - Fires: 1
 - Fire Alarms: 8
 - Hazardous: 1
 - EMS: 70
 - Motor Vehicle Accidents: 10
 - Public Assists: 46
 - TOTAL CALLS: 136
- Aid provided to other agencies: 10 Calls – Daytona Beach (5), Volusia County (5)
- Total staff hours provided to other agencies: 7
- # of overlapping calls: 30
- # of personnel sent with EVAC to assist with patient care during hospital transport: 2
- Total EMS patients treated: 53
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 375
- Training Hours
 - NFPA 1001: Firefighting 30
 - NFPA 1002: Driver 2
 - NFPA 1021: Officer 19
 - NFPA 1500: Safety/Equipment 25
 - NFPA 1620: Preplanning 5
 - EMT/Paramedic 20
 - TOTAL TRAINING HOURS: 101
- Station Activities
 - Updated 16 pre-fire plans
 - Serviced 19 fire hydrants
 - Provided a tour of Station 91 to the special needs class at Seabreeze High School
 - Provided a tour of Station 92 to the Riverbend Academy kindergarten class
 - Visited children at Christ Presbyterian Church for their Buddy Break Event
 - Participated in Community Day Charity Event at Destination Daytona
- Significant Incidents
 - 10/2/18, 3:59 PM: S. Nova Rd. / Arroyo Pky. – Motor Vehicle Accident – Responded to a two car T-bone type accident – one patient transported as a trauma alert.
 - 10/2/18, 7:36 PM: E. Granada Blvd. / N. Halifax Dr. – Motor Vehicle Accident – Responded to a motorcycle vs. vehicle accident – one patient transported as a trauma alert.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Accounting Technician (Payroll/Finance) open 10-3-18 until 10-12-18. Advertised on City web site, governmentjobs.com, FL League of Cities, Indeed, and internally.
 - Evidence/Crime Scene Supervisor open 9-28-18 until 10-14-18. Advertised on City web site, governmentjobs.com, Indeed, and internally.
 - Maintenance Worker II (Streets/Public Works) open 9-28-18 until 10-14-18. Advertised on City web site, governmentjobs.com, Indeed, and internally.
 - Part Time Maintenance Worker II (Parks/Leisure Services) open 9-19-18 until 10-7-18. Advertised on City web site, governmentjobs.com, Indeed, and internally.
 - Permit Technician (Planning) open 10-2-18 until 10-14-18. Advertised on City web site, governmentjobs.com, Indeed, and internally.
 - Police Officer (Police) open 6-8-17 until filled. Advertised on City web site, governmentjobs.com, FL League of Cities, and internally.
 - Applications Under Review
 - Maintenance Worker II (Wastewater Collection Reuse/Public Works)
 - Treatment Plant Operator C, B, A, or Trainee (Wastewater Plant)
 - Water Distribution Operator 3, 2, 1, or Trainee (Water Distribution/Public Works)
 - Interviews Scheduled
 - Civil Engineer (Engineering)
 - Firefighter/EMT/Paramedic (Fire)
 - Recreation Leader (Police Athletic League/Police)
 - Utilities Manager (Utilities/Public Works)
 - Background/Reference Checks/Job Offers
 - Police Officer (Police)
 - Assistant City Clerk (Support Services)
 - Part Time Maintenance Worker I (The Casements/Leisure Services)
 - Neighborhood Improvement Officer (Police)
 - Separations
 - Part Time Maintenance Worker II (Buildings/Leisure Services)
 - Accounting Tech (Payroll/Finance)
 - Employee Events
 - Skin cancer screenings for HSA contributions continue through 12-31-18
 - Lunch and Learn Wellness Workshops for HSA contributions continue throughout 2018
 - Employee Appreciation Day scheduled for 10-24-18
 - Risk Management Projects
 - Process subrogation and restitution demands/recoveries
 - Attended Leadership 2019 planning meeting

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects
 - Tyler Munis Phase 2 - Human Resources / Payroll. System went live 1/8/2018. Continuing to work with system and learn more about its use and features.
 - Tyler Munis Phase 2 – Tyler Content Management (TCM) document management and imaging systems. Forms Documentation review.
 - IT Strategic Plan – Draft documentation review.

- Enterprise Infrastructure
 - iSeries system (HTE Sungard Naviline): None
 - Windows Servers: None
 - Networking System: None
- Work Orders
 - New: 9
 - Completed: 45
 - In progress: 29
- Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 41,565
 - Inbound E-Mails Blocked: 22,667
 - Delivered Inbound E-Mails: 18,898
 - Quarantined Messages: 286
 - Percentage Good Email: 45.5%
 - Virus E-Mails Blocked: 15
 - Notable Events: Decommissioned a variety of old servers that have been upgraded to new Operating Systems
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 16
 - Changes: 1
 - Corrections: 0
 - Map/Information Requests: 13
 - Information Requests from External Organizations: 1
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 24 : Total in system = 2,282
 - Meters GPS Located this week: 1 : Total in system = 23,676; 22,893 potable, 772 Irrigation, 11 Effluent
 - Notable Events: None.

Leisure Services

Administration

- Supervisory Staff meeting
- Public Works Staff meeting
- City Manager Staff meeting
- Communication Planning meeting
- City Commission meeting
- MacDonald House/Fountain Square meeting
- Volusia County School Board Interlocal Agreement meeting
- Landscape Conference Orlando
- Movies on the Halifax Friday evening
- Janitorial services meeting
- Met with landscape contractor for weekly updates
- Park visits
- Working on OB Life PowerPoint presentation
- Completed Leisure Services Activity Guide
- Updated Facebook, Instagram and City website
- Completed October calendar

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

- Tours were given as needed on Saturday and Tuesday through Friday.
- 15 ECHO Rangers took an EDC facility and grounds tour and completed a scavenger hunt on Saturday from 9:30 am to 10:30 am.
- An Animal Habitats field trip was held for 18 Girl Scouts on Saturday from 10 am to 12:30 pm. EDC Staff and EDC volunteers ran the program.
- Florida Public Archaeology Network gave an Archaeology Works program on fishing on Thursday from 11 am to 12 pm.

Athletics

- The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday and Friday at the Sports Complex.
- Pride Football continued their practices at the Sports Complex on Multipurpose Fields 11 and 12. Practices are Monday through Thursday starting at 5:30 pm.
- OBSC recreational and competitive practices continue Monday-Thursday evenings at 6 pm on Fields 1-6 and 8-10 at the Sports Complex.
- OBGS Baseball competitive practices continue Monday-Thursday evenings at 6 pm on Nova Fields 2-5 and Kiwanis.
- Lady Renegades and recreational softball teams continue practices Monday-Thursday evenings at 6 pm on Quads 1 and 2 at the Sports Complex.
- City Flag Football Program continued their game season Monday-Friday night at the Sports Complex on Quad 3 and the Kiwanis Field.
- City Youth Volleyball Program continues Monday and Wednesday evening from 6 pm-7:45 pm at the Nova Gym. Currently there are 51 participants signed up.
- City Adult Volleyball Program continues this week on Tuesday evening from 6:15 pm-8:15 pm at the Nova Gym. Currently there are 19 players signed up.
- OBYBSA Baseball/Softball continued their game season this week on the Quad and T-Ball Fields at the Sports Complex as well as the Nova Fields.
- Staff prepared the Ormond Beach Soccer Club's recreational program games on Saturday beginning at 9am on the soccer fields at the Sports Complex.

Athletics Field Maintenance

- The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday and Friday at the Sports Complex.
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Senior Center

- Granada Squares was held on Tuesday from 6:30 pm to 9 pm.

Performing Arts Center

- The Performing Arts Center hosted the following classes/rentals throughout the week as part of its regular operations:
 - Ormond Church held services on Sunday
 - CMT held regular classes Monday-Friday
 - Kopy Kats held stage rehearsal Monday/Thursday and regular classes Tuesday/Wednesday

South Ormond Neighborhood Center

- Splash pad open March 15-November 30
- Open park and playground sunrise to 11 pm daily
- Fitness room
- Open gym
- YMCA soccer Monday/Tuesday/Friday beginning at 5:30 pm
- PAL tutoring Monday-Thursday from 3 pm-6 pm
- Organized/cleaned storage areas

Community Events

- Weekly administrative tasks, office work, meetings, and activities
- Assisted with Senior Games tasks
- Assisted with City Commission Workshop
- Assisted with Walk with the Manager
- Preliminary planning activities for the following upcoming events:
 - State of the City Luncheon
 - Employee Appreciation Day
 - Senior Games Kickoff Luncheon
 - Veterans Day
 - Holiday Concert
 - Santa on the Go
 - Letters to Santa
 - Home for the Holidays Parade
 - Breakfast with Santa

Gymnastics

- Registration is open for October session
- October session in progress
- Pop Warner Gym rental Tuesday/Thursday evenings

Nova Community Center and Special Populations

- FitGyms conducted their personal training and tennis lessons.
- Open play took place various times during the week for those who participated in basketball, pickleball, ping pong, the game room and the exercise room.
- Adult Jazzercise and Ms. Debby's Dance and Acting classes continue to meet at various times throughout the week.
- Coed Volleyball continued on Monday and Wednesday
- Riverbend School rented the gym on Monday for volleyball practice.

- Adult Volleyball continued on Tuesday.
- Challenger Indoor Soccer continued on Tuesday.
- Skills Development Class continued on Tuesday.
- Lunch Bunch continued on Wednesday.
- Explore the Arts continued on Thursday.

The Casements

- Guild tours were given on the hour Monday through Friday with the first tour at 1 pm and the last tour at 3 pm. Saturday tours were given at 9:30 am and 10:30 am.
- The Echo Rangers program visited The Casements on Saturday from 11 am-12 pm.
- The Casements Coordinator met with a potential rental on Saturday at 10 am.
- A wedding ceremony and reception took place at Bailey Riverbridge on Saturday from 2 pm-6 pm.
- Pilates took place on Monday, Wednesday, and Friday from 8:30 am-9:30 am.
- The Coordinator held interviews for Maintenance Worker position on Monday from 2 pm-4 pm.
- Yoga took place on Tuesday and Thursday from 10 am-11:30 am.
- Staff previewed the movie for Movies on the Halifax on Tuesday from 1 pm-4 pm.
- The Coordinator spoke at The United Methodist Church on behalf of The Casements on Tuesday from 11 am-1 pm.
- Staff participated in OnCell webinar, Tuesday 2:30 pm-3:30 pm.
- The Casements Camera Club held a meeting on Wednesday from 10 am-12 pm.
- The Coordinator met with Plantation Living on Friday morning at 10 am.
- A wedding rehearsal is scheduled for Friday at Ormond Memorial Gardens from 4 pm-5 pm.
- The Art Guild hung their display on Monday from 9:30 am-11 am and will hold their opening reception on Friday night from 6 pm-7:30 pm.
- Movies on the Halifax: Hotel Transylvania 2 will take place on Friday night at 7 pm.

Parks Maintenance

- Citywide inspection of parks
- Inspected and posted for reservations at pavilions
- Citywide: Park cleanup and maintenance

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

Police Department

Administrative Services

- Staff hosted the Weekly Staff Meeting
- Staff attended the Commission Meeting
- Staff attended Coffee With a Cop
- Staff attended Donuts with Dad (Volusia County Schools Event)
- Staff attended Circuit 7 Executive Order Workshop
- Staff attended an interagency meeting to discuss involuntary custody processes
- Staff interviewed Lieutenant candidates
- Chief Godfrey attended National Night of Remembrance
- Staff attended an Oktoberfest planning meeting

Community Outreach

- Youth Director Council (YDC)
 - The YDC did not meet due to school schedule conflicts. Meetings will resume in mid-October.

- OBPAL Basketball
 - Twenty-two (22) members of the basketball program participated in practice last week. Practice for members will continue through the fall. Individual and group skills development practices will be held on Monday and Wednesday from 7:00 pm – 9:00 pm.
- Tutors R Us
 - Tutors R Us is offered afterschool Monday-Thursday from 3:00 pm – 6:00 pm in partnership with the Department of Leisure Services at the South Ormond Neighborhood Center. The program began last week and will continue for 8 weeks. Currently, 15 elementary and middle school aged youths are registered. The program provides one-on-one and small group tutoring to increase skills in math, reading, science and language arts.
 - Science on Patrol at Ormond Beach Middle School will begin October 9. Science on Patrol at Ormond Beach Elementary begins October 11 and Reading with a Cop begins October 24, 2018.
- Annual OBPAL Golf Tournament
 - The annual OBPAL Golf Tournament will be held at the River Bend Golf and Country Club Saturday, November 3, 2018. The Hole in One Sponsor is Bruce Rossmeyer's Harley Davidson. For more information of *Golfing for Youth* please call OBPAL at (386) 676-3505.

Community Services & Animal Control

- Animal Calls responded to: 42
- Animal Reports: 5
- Trap Neuter Release: 3
- Animal Bites: 1
- Animals to Halifax: 2
- Wildlife Calls: 0
- Found Property Reports: 2

Criminal Investigations

- Cases Assigned: 20
- Cases Cleared by Arrest/Complaint Affidavit: 3
- Cases Exceptionally Cleared: 9
- Inactive: 11
- Fraud: 3
- Burglary Business: 0
- Burglary Residential: 4
- Larceny Car break: 3
- Grand Theft: 5
- Auto Theft: 0
- Missing Persons: 0
- Recovered Missing Persons: 1
- Sex Offense/Rape: 0
- Robbery: 0
- Assaults: 0
- Police Information: 1
- Suspicious Incident: 1
- Aggravated Stalking: 0

Records

- Walk - Ins / Window: 120
- Phone Calls: 144
- Arrest / NTA'S: 25
- Reports Generated: 138

- Reports Entered: 100
- Citations Issued: 82
- Citations Entered: 84
- Warnings Entered: 274
- Trespass Warnings: 18
- CORF Entered: 178
- Mail / Faxes / Request: 13

Patrol

- Total Calls: 1,280
- Total Traffic Stops: 162

Operations

Crime Opportunity Report Forms: 178

09/26/2018

- Larceny, 1 South Beach Street (Cassen Park). Kayak and belongings were stolen from the park.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject failed to scan all the items in the self-checkout line.
- Shoplifting, 1521 West Granada Boulevard (Wal-Mart). Felony amount of items were stolen. The incident was caught on camera.
- Larceny, 1110 West Granada Boulevard (Houligans). Purse was stolen from the bar area when the victim went to the bathroom.
- Traffic Arrest, 500 Block South Yonge Street. A stolen vehicle fled from officers. A deputy deployed stopsticks and the subject exited the car and ran on foot but was caught. Daytona Police arrested the subject for the stolen vehicle and Ormond Police sent charges for fleeing.
- Traffic Arrest, Airport Road at Leeway Trail. Subject was stopped for a suspicious incident investigation. The driver had a suspended license.

09/27/2018

- Battery/Domestic Violence Arrest, 4 Cypress Grove Lane. A couple that is going through a divorce were in a physical altercation.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject stole several items by concealing them.
- Carbreak, 1 South Beach Street (Cassen Park). Unlocked vehicle was entered during the daytime hours.
- Carbreak, 27 Spring Meadows Drive. Unlocked vehicle was entered overnight. Nothing was stolen.
- Carbreak, 99 Oak Avenue. Unlocked vehicle was entered overnight. Nothing was stolen.
- Carbreak, 65 Oak Avenue. Unloved vehicle was entered overnight. Nothing was stolen.
- Battery/Domestic Violence Arrest. 2099 North Beach Street (Tomoka State Park). Two (2) people in a relationship were in a physical altercation.
- Narcotics Arrest, 400 Block South Yonge Street. A traffic stop found methamphetamine in the vehicle.
- Traffic Arrest, 300 Block South Yonge Street. Driver of the vehicle was found intoxicated.
- Traffic Arrest, 300 Block West Granada Boulevard. Driver of the vehicle fled on foot after the stop. The subject was caught and charged with resisting arrest and driving on a suspended license.

09/28/2018

- Shoplifting, 1521 West Granada Boulevard (Wal-Mart). Subject walked out with over \$300 in merchandise and left the scene.
- Narcotics Arrest, 1614 North United States Highway One (Econo Lodge). Subject at the hotel was contacted and had marijuana in their possession.
- Battery/Domestic Violence, 794 South Atlantic Avenue (Don Peppers). Two (2) people in a relationship were in a physical altercation. The aggressor ran home and refused to answer the door.

- Warrant Arrest, 400 Block South Nova Road. Subject with a warrant was contacted.

09/29/2018

- Information Report, 1521 West Granada Boulevard (Wal-Mart). An infant was locked in a vehicle. Officers arrived and smashed the window to make entry. Minor injury to the officer from the glass.
- Battery/Domestic Violence Arrest, 33 Wild Fern Lane. Two (2) people in a relationship were in a physical altercation. The aggressor was arrested.
- Battery, 49 West Granada Boulevard (The Grind). Two (2) subjects battered one (1) then the two (2) subjects ran off.
- Burglary Residence Arrest, 703 Montana Terrace. A shed was entered and the back door to the home was attempted. The homeowner found the subjects in the yard.
- Drunk Person Arrest, 1200 Block Royal Road. Subject was intoxicated and disorderly.
- Warrant Arrest, 145 South Atlantic Avenue (The Cove). Two (2) subjects with warrants were contacted at the hotel. One (1) subject also had a probation violation.
- Traffic Arrest, 700 Block Ocean Shore Boulevard. The driver of the vehicle was found to be intoxicated.

09/30/2018

- Stolen Vehicle, 420 Lake Bridge Plaza Drive. The victim loaned their car to a friend and they are refusing to return it.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject failed to scan all the items in the self-checkout line.
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- Narcotics Arrest, 5 Brookside Court. Subject at the residence was contacted and was in possession of narcotics. The subject also had a warrant.
- Burglary Residence, 18 Raintree Court. Cash was stolen from the residence.
- Burglary Residence, 547 Collins Street. Credit cards were stolen from the residence.
- Larceny, 1466 West Granada Boulevard (Ross). Victim left a cell phone in the bathroom. The phone was gone when the victim went to retrieve it.
- Traffic Arrest, 200 Block North Yonge Street. The driver of the vehicle was found to be intoxicated.
- Narcotics Arrest, 300 Block West Granada Boulevard. Subject was contacted that was in possession of marijuana.

10/01/2018

- Larceny, 607 Rosemary Lane. A firearm was stolen from inside of the residence.
- Shoplifting, 1521 West Granada Boulevard (Wal-Mart). Subjects stole Xbox games. Incident was caught on camera.
- Battery, unknown address on Division Avenue. While receiving a massage for payment for an item, the subject grabbed a sexual organ of the victim.
- Shoplifting Arrest, 1458 West Granada Boulevard (Bealls). Subject walked into the dressing room with items and concealed them. The subject then walked out of the store.
- Narcotics Arrest, 440 North Nova Road (Nova Park). Officers found a suspicious vehicle in the park. When contact was made, marijuana was discovered.
- Warrant Arrest, 528 Fred Gamble Way. Contact was made at the residence with a subject that had a warrant.

10/02/2018

- Carbreak, 59 Sounders Trail. Unlocked vehicle entered overnight. Backpack was stolen.
- Carbreak, 198 Ocean Terrace. Two (2) unlocked vehicles were entered overnight. Change and a GPS were stolen.
- Carbreak, 119 Ocean Terrace. Unlocked vehicle entered overnight. Nothing was stolen.
- Carbreak, 80 Pine Trail. Unlocked vehicle was entered overnight. Change was stolen.
- Carbreak, 95 Ocean Terrace. Unlocked vehicle was entered overnight. Wallet was stolen.
- Carbreak, 84 Pine Trail. Unlocked vehicle was stolen. Vaping liquid was stolen.

- Carbreak, 2 Manderly Lane. Unlocked vehicle as entered overnight. Nothing was stolen.
- Warrant Arrest, 19 Silver Fox Trail. Subject at the residence was contacted with a warrant.
- Carbreak Attempt, 602 Arroyo Parkway. Homeowner caught subjects on camera trying to enter the locked vehicles in the driveway.
- Warrant Arrest, 528 Fred Gamble Way. Subject with a warrant was contacted at the residence.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 32
 - Number of Uniform Traffic Citations Issued: 32
 - Number of Written Warnings Issued: 11
 - Number of parking tickets issued: 0
- Traffic Crash Reports
 - Number of Crashes without Injuries: 7
 - Number of Crashes with Injuries: 6
 - Number of Crashes with serious bodily injuries: 2
 - Number of fatal Crashes: 0

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 5 Case initiated
- Zone 2: 3 Cases initiated
- Zone 3: 3 Cases initiated
- Zone 4: 3 Cases initiated
- 2 signs have either been removed or sign cases created.
- 9 tree removal permit requests
- Administrative staff assisted with six (6) walk-ins and sixty-nine (69) telephonic inquiries.

Public Works

Airport Operation and Development

- The City Commission authorized execution of a work authorization for Hoyle, Tanner & Associates, Inc. to provide construction engineering services for the Runway 8/26 Rehabilitation Project at the airport during their meeting on October 2. Work is expected to begin on or about October 15.
- A long term reauthorization bill for the FAA was passed by the U.S. House of Representatives on September 26 and was subsequently passed by the U.S. Senate on October 3. Key provisions of the bill should now provide much needed reforms to the benefit/cost criteria for the Federal Contract Tower program, as well other important changes to the program including lifting the cap on grant entitlements and state apportionment funds that can be used to build and equip contract towers, and making funds available from the FAA's Small Airport Fund for construction of new contract towers and updates at existing contract towers.
- Staff is working with technicians from AT&T to investigate a potentially faulty data communications line for Gate 13. The gate remains in service and is fully functional for ingress and egress, but is currently unable to receive data updates.
- Staff is working to assist an airport tenant with a proposed assignment of an existing airport lease agreement.
- Staff is working with Gale Associates, Inc. to explore opportunities for the City to acquire federal funding for future airport projects via the FAA's Airport Improvement Program Supplemental Appropriation. The Consolidated Appropriations Act of 2018 provides the FAA's Airport Improvement Program with an additional \$1 billion in discretionary grants.
- Staff participated in a teleconference with representatives of the Florida Department of Transportation, to review requests for state funding of airport projects in FY2019 and to discuss projects planned in later years.
- The Aviation Advisory Board meeting scheduled for Monday, October 8 has been cancelled.

Engineering

- Projects Summaries
 - Construction Projects:
 - Ph III 2-Inch Water Main Replacement – Mainland – Water main and meter switch overs are underway on Putnam Avenue.
 - North US1 Landscaping Ph II – The project is substantially complete, contractor is working on correcting a few minor punch-list items.
 - Effluent Outfall Replacement –The City Commission approved the additional work to the existing contract. Staff will coordinate to have the contractor perform the work.
 - Storm and Sewer Lining –Sanitary sewer lining operations on Granada Blvd. are underway and anticipated to take 2-3 weeks.
 - Deer Creek Reclaimed Water – Contractor completed the directional drill and connection at the west end of project. The reuse main was tested for several days and worked satisfactorily. The Finance Department issued notices to the residents of Deer Creek informing them that they will be having their irrigation water converted to reuse and will be billed by the City at the \$8/month rate. The conversion will start on December 1.
 - Ormond Crossings Utility Extensions – All off-site utilities have been installed and pressure tested. Contractor working on on-site utility work.
 - Downtown Light Replacement – The contractor is installing new poles and fixture heads, work should be completed in December.
 - 2018 Road Rehabilitation – Microsurfacing –The punch list repair items will be completed at the beginning of October.
 - Rockefeller Gardens Stage Shade Cover – Structural drawings were reviewed, and comments are being addressed.
 - Forest Hills Connector Trail – A pre-construction meeting was held September 26; staff met with the contractor and a compliance officer to setup reporting to meet federal requirements. A notice to proceed will be issued next week.
 - 2018 Road Rehabilitation-Resurfacing – The contractor has begun work on the Curb & gutter on Hummingbird Lane, Orchard Lane and the main trail area.
 - Main Trail Bridge Repair – The work authorization was approved by City Commission on September 5 and has been executed. Materials are being ordered, and work will begin once they are delivered.
 - Bidding
 - Fishing Pier Repair – Bids for the project were received and the low bid contractor was determined to be non-responsive as the company owner does not have any type of contractor's license and no occupational license. In addition the company was just incorporated on August 10 and they do not have any past project experience on work of this capacity. Staff will be recommending award to the second low bidder at the October 16 CC meeting.
 - Security First Off-site Water Main Improvements – Bids for the project were received and the bid award will be on the October 16 CC meeting.
 - Coquina Court Drainage – The project was advertised on September 9, a pre-bid meeting was held on September 19, and bid opening is October 10.
 - Design Projects:
 - North US1 Water Main Improvements – The consultant for the redundant 12-inch water main from Hull Road to Destination Daytona is preparing the final plans following the 60% review meeting.
 - Breakaway Trails Storage and Pumping Improvements – The design services work authorization was approved by the City Commission at the September 19 CC meeting, a kickoff meeting was held. A progress meeting was held on October 4 at the tank site.
 - Cassen Park Public Dock and Breakwater Extension – Final plans were submitted for review. It is anticipated that the project will be ready for bidding next month. Consultant is

working with FDEP on the submerged land lease that is required for the dock project and design of the breakwater expansion.

- WTP Sludge Residuals Facility Improvements – The consultant is designing the modifications to the plans and expects to be complete and ready to bid the project by December.
 - WWTP Sludge Dewatering Improvements – Consultant submitted final plans. A review meeting was held and the consultant will finalize plans for bidding. Funding for this project is in FY 2018-19.
 - Fleming Ave Stormdrain Improvements – The City Commission approved the design work authorization, consultant has the survey work underway.
 - Wilmette Avenue Pumping – The FEMA HMGP Phase I engineering/design grant is fully executed; consultant is preparing a scope of services to complete the bid documents.
 - Laurel Creek Stream Gauges – A meeting was held with Economy Electric to discuss installation of the conduit and gauges, and coordinate the calibration of the new stations.
 - Cassen Park Improvements (Paving and Restroom Replacement) – SJRWMD comments are being addressed.
 - OBSC Improvements – Baseball Field 3 & Soccer Fields 1, 2, 3 Lighting – Construction manager is preparing a written quote for the project.
 - OBSC Improvements – Championship Field 7 – Due to a funding shortfall for this project staff intends to apply for an ECHO grant which if approved would provide funding in June 2019.
 - Secondary Raw Water Main – The engineer is working on plan revisions.
 - MacDonald House – A work authorization for initial phase improvements has been issued to the construction manager.
 - Granada Median Landscape Improvements (Orchard Street to I-95) – Drawings were submitted to FDOT for review.
 - A1A Force Main Repair – The engineer is finalizing the plans and specifications for bidding.
 - Water Plant Upgrades – Staff met with the Volusia County Health Department for a pre-application meeting for the chlorine conversion portion of this project.
 - Tomoka Elementary Connector Sidewalk and Williamson Blvd Pedestrian Improvements – Staff is working to negotiate the cost for consultant design services based on project requirements and scope.
 - Fleming Avenue Stormwater Pump Station – An RFQ for design of the pump station project was advertised on September 23. A pre-proposal meeting is scheduled on October 9 and proposals are due on October 23.
- Departmental Activities
 - Continued to prepare for storage non-digitized plans and as-built files.
 - Reviewed daily Engineering permit applications through the ProjectDOX system.
 - On-site meeting with contractor at 704 John Anderson Drive to discuss grade and fill options on the vacant lot.
 - Completed topographic survey at 80 Hummingbird Lane to locate new storm inlet and drainage pipes on the property.
 - Completed sketch and legal description for 1170 Ocean Shore Blvd. annexation, per Planning Department request.
 - Completed sketch and legal description for the annexation of the right-of-way in front of 1345 North US HWY 1, per Planning Department request.
 - Created utilities-in-the-right-of-way exhibit map along Jill Alison Circle, per FPL request.
 - Researched and provided as-built drawings for utilities along the right-of-way in the area of 1057 Ocean Shore Blvd., per Utilities Division request.
 - Researched and created an exhibit map showing historical contours and aerial photo of the Mirror Lake Drive area, per Planning Department request.
 - Created exhibits that illustrate the amount of hurricane debris that staff collected for hurricanes Irma & Matthew, per Grants Coordinators request.

- Researched and provided as-built drawing files of the clarifiers & related piping at the WWTP, per Utilities Division request.

Environment Management

Street Maintenance - Asphalt/Concrete

- Concrete pour/form & prep on Pinehurst
- Pulled cones & forms/clean-up on Rivocean
- Cleaned up limerock on River Beach
- Grinded sidewalk on Acanthus Circle
- Asphalt patch on St Mark Cir; Brookwood Cir; Soco Trl; Cherrywood Dr; Harvard; Brookwood Dr
- Stress cuts on Pinewood St
- Concrete repair (curb) at A1A & Granada
- Concrete pour at City Hall
- Asphalt/rip out old & fill with limerock on Brookwood

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
- Stump grinding citywide
- Trimming on Arroyo Pkwy at Santa Fe; Orchard - Garden
- Removed dead pine tree on Deer Lake Rd
- Built/painted barricades at PW

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 weed control on all state roads
- Trimming in various areas citywide
- Trimming on Bramblewood Ln, Bostrom Ave
- Filled up light post holes with recycled concrete (SR40 to A1A)

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

Stormwater Maintenance

- Ditch maintenance on Hidden Hills Blvd; Hand, Division, Hammock Ln
- Locates & basins citywide
- Investigated depression on 200 block of Kenilworth Ave & 500 block of Riverside Dr
- Installed pipe on Hummingbird Ln
- FDOT pond maintenance on SR40
- Ditch repair on Hidden Hills Blvd
- Reachout mowing FDOT ponds citywide
- Outfall inspection on S & N Beach St

Street Sweeping/Streetsweeper (sweeper down)

- 0 miles of road cleaned
- 0 cubic yards of debris removed

Fleet

- Mileage traveled by all departments for the week: 22,527
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 1
 - Non-Emergency Vehicles and Equipment: 10
- Road Calls for the week:
- Quick Fleet Facts:
 - Fuel on hand: 7,874 gallons unleaded, 9,163 gallons diesel
 - Fuel used in one week: 2,589 gallons of unleaded and 709 gallons of diesel.
 - Fleet completed 25 work orders this week.

Utilities

- Projects Summary
 - Beach Street Manhole 13391 at 387 N. Beach Street – Repairs completed and road paved on September 28, contractor to repair driveway apron at 376 North Beach Street by the end of this week.
 - Breakaway Trails Reuse Storage and Pumping Improvements – Electrical load calculations coordinated with the design engineer for total future electrical load.
 - Breakaway Trails Underground Distribution Facilities Installation Agreement with FPL – FPL agreement documents were revised per the City's legal comments for presentation at the October 16 City Commission meeting. FPL easement will be presented for Commission approval when recorded.
 - Breakaway Trails Yard Electrical and Pump Upgrades – Document book template provided to consultant for preparation of the documents to be sent to the contractor for final execution.
 - Lift Stations 3M, Tomoka Meadows and Ashford Lakes Improvements – Bids were received on October 3 and are being reviewed.
 - Water Plant Elevated Storage Tank (EST) activities – Award Recommendation to Tank Rehab.com LLC was approved under Resolution No. 2018-142.
 - Water Tank Inspection and Cleaning Services – Bids were advertised September 23.
 - Utilities SCADA Upgrades (Software Purchase RFP) – Vendor signed VT SCADA agreement and resolution to recommend purchase of VT SCADA software to presented for approval at the November 5 City Commission meeting.
 - SCADA Integration Services RFP – Draft disposition memo, plans and specs ready to submit for approval at the November 5 City Commission meeting to advertise for bidding.
 - WTP Membrane Replacement – Bid documents are under review.
 - WTP Sanitary Survey – Work authorization was approved under Resolution No. 2018-141.
 - WWTP Influent Pumps VFD Replacement – Bids were received on October 2 and are being evaluated.
 - 27 Tarpon Avenue – A Use Permit for a directional drill is being submitted to Volusia County.
 - 28 Wisteria Drive - A Use Permit for a directional drill is being submitted to Volusia County.
 - 30 Capistrano - A Use Permit for a directional drill is being submitted to Volusia County.
 - SPRC Projects (Utilities Review)
 - Cyprus Trails – Final plat under review.
 - Extended Stay America, 275 Interchange Blvd. – First document submission under review in Project Dox.
 - Granada Plaza Sewer Rehabilitation – Coordinating with applicant for new force main connection. A meeting to discuss options is being scheduled for next week.

- Oceanside Golf & Country Club, 75 North Halifax Drive – Revised plans under review in Project Dox.
- Salty Church, 221 Vining Court – First document submission under review in Project Dox.
- 7-11, 1204 Ocean Shore Blvd – As-built comments sent to engineer for revisions.

Water Treatment

- Delivered 41.55 million gallons for the week ending September 28, 2018 (5.94 MGD).
- Backwashed 11 filters for a total of 457,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through September 30, 2018 @ 6.203 MGD, SJRWMD 2018 allocation @ 7.477 MGD.
- Produced & hauled wet 54 wet tons of dewatered sludge (65 - 70% solids).
- Operated north & south plant generators for routine PM.
- Ongoing: Painting and restoration of plant piping.
- Working towards bringing hypochlorite generator back online.

Waste Water Treatment

- Domestic and Industrial Wastewater flow was 32.62 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 4.66 MGD.
- Produced 32.62 Million Gallons of Reuse.
- Produced 0.10 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (September 1, 2017 - August 31, 2018 (MGD)): Influent 5.02 MGD (Permit 8 MGD); Surface Water Discharge 2.28 MGD (Permit 6 MGD); Reuse 3.19 MGD (Permit 10 MGD)
- Hauled 67.98 tons of dewatered residual solids (14%-18% Solids).

Water Distribution

- Responded to 10 reports of customer concerns regarding low pressure, cloudy water or assistance with other plumbing needs.
- Responded to and/or repaired 8 water service leaks.
- Installed 5 new residential water services.
- Performed pressure testing on 5 City owned backflow preventers, 1 of which needed repair.
- Replaced 10 broken meter boxes.
- Patrolled 26 leak detection loggers in a section of The Trails subdivision.
- Completed maintenance on 6 fire hydrants.
- Performed valve maintenance on 10 main line valves.
- Performed a water meter accuracy test a 3" & 4" commercial meter. Scheduled 4 commercial facilities for testing.
- Performed a water main shut down to make a new water main connection located at N. Yonge St & Putnam Ave as part of phase 3 of the 2" Water Main Replacement Program.
- Relocated the tap for 529 N. Yonge St. due to 2" GSP water main being removed from service.
- Performed inspection of all valves and fire hydrants in areas associated with the 2" Water Main Replacement Program - Mainland, including Pine St, Fir St, Arrowhead Cir, Highwood Ridge Trl & Marsh Ridge Watch. Three valves found closed and 2 fire hydrants needed minor repairs.
- Graded and re-sod excavation sites.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 172 regular and 2 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 2 in the conventional system service area. Responded to 3 reuse trouble calls.
- Removed broken riser ring from manhole at 173 Central Ave.
- Excavated and repaired leaking manhole at 40 Soco Trail and 50 Soco Trail.
- Responded to and shut off leaking reuse service at lot 13 in Huntington Woods subdivision.
- Completed restoration at 2 Lonetree Look.

- Follow up at 52 Canterbury Woods. Removed heavy roots from around lid, changed and rewired pump and installed a 12" riser.
- Verified point of service for demo at 264 S. Atlantic Ave.
- TV'd repaired main at 365 N. Beach St., repair looks good.
- Investigated depression near PEP tank at 9 Bent Stream Way. Does not appear to be a broken tank, filled depression and will monitor.
- Responded to complaint of low reuse pressure at 24 Huntsman Look. Pressure is good at point of connection. Issue appears to be with customer's time clock. Customer informed.
- Checked broken "wastewater" pipe at 915 Ocean Shore Blvd. Pipe is discharge for underground parking garage.
- Checked depression at 1207 N. Beach St. No City utilities in area.
- Repaired Broken C/O at 32 Aaron Circle
- Located C/O per customer request. Marked in yard & road.
- Found lost bag of diamond rings in PEP tank at 63 Sounders Trail Cir.
- Called locates for 2 Fox Cliff Way and 98 Shadow Creek Way.
- Responded to low reuse pressure complaint at 29 Lake Vista Way. Pressure is good on City side. Customer issue.
- Installed new J-box and 6" riser. Rewired pump and alarm at 58 Tomoka Ridge Way.
- Replaced broken C/O at 32 Aaron Cir.
- Disconnected sanitary sewer at 600 S. Atlantic for DEMO.
- Re-TV'd sanitary main and dye tested depression at 64 Brookwood Dr. There is no issue with sanitary sewer or storm sewer systems. Turned over to Streets for repair.
- Located and marked C/O at 38 Dresden Cir at customer request.
- Located and marked C/O at 902 S Beach St. at customer request.
- Follow up at 886 Lindenwood Cir W. TV'd lateral and found additional roots. Cleaned line, clear at this time. Will re-TV in 6 months.
- Located and marked reuse service at 3 Cambridge Trace at customer request.
- Blowing air off of 8" force main on north A1A.
- Follow up from self-cancel at 195 Black Hickory Way. Checked pump and breakers all good.
- Follow up from self-cancel at 57 Westland Run. Checked pump and breakers all good.
- Replaced panel box and completely rewired PEP system at 40 Fox Croft Run. Installed new J-box.
- Follow up TV of lateral at 2 St. Mark Cir. Line is clean and clear.
- Checked force main pressure on Ocean Shore Blvd. AM Spanish Waters 30 psi, Ocean Mist Hotel 22 psi, Ormond Mall 4 psi.
- Low pressure sewer gauge readings: AM Foxhunters Flat (4 inch) 0 psi, Westland Run 2 psi & Shadow Crossing Blvd. (4 inch) 8 psi.

Wastewater Plant – Lift Stations

- Influent Room, oversaw transfer of pump positioning status, ok.
- Clarifier #3, fuel dewatering pump as needed, water table at 7.5 feet, verified and exercised dewatering header valves, no change in pumping noted, assumption that underground piping has failed.
- Swing Zone Blower #1, replaced thermostat with new inventory, ok.
- Reaeration Tank, deragged submersible aerator #1, ok.
- Pine Trail, follow up from monthly PM, pulled pump #1 to replace with new inventory, ok.
- Ormond Green, high run hours at local time clocks, deragged both check valves, ok.
- Post Anoxic Basin, finished repairs of leak at tank spray misting system, ok.
- San Marco, high amp draws at both pumps, pull both pumps to clear blockages at volutes, ok.
- Reaeration Basin, installed new crane & winch assembly at north submersible aerator, ok.
- Breakaway Trails - rental portable lift station pump, fueled as needed.
- McDonalds, weekly odor control and wet well cleaning, ok.
- WIN911 monitor/response: none to report.
- SCADA monitor/response: 7M, 7M1, high starts, clean probe, ok; Arroyo Parkway, high starts, cleaned probe, ok.

- Weekly Plant PM's: Reaeration Tank Submersible Aerator; Poly Blends, #1, #2; Clarifiers, #1, #2, #3, #4; Bar Screens, #1, #2.
- Monthly Plant PM's: R.A.S. Pumps, #1, #2, #3, #4, #5; W.A.S. Pumps, #1, #2; Swing Zone Blowers, #1, #2; Sand Filters, #1, #2, #3; Screw Pumps, #1, #2, #3;
- Lift Station PM's: 21 monthly performed and 0 annual.

Water Plant – Well Fields – Booster Stations – Reuse System

- Well 22H, pump motor frequently tripping thermal overloads, motor tests good, replaced overloads, continuing to monitor.
- Clari-Cones 1 & 2, ream injection ports, assist Operations with hose connections.
- Lime Slaker #1, safety switch tripped, cleaned lime slurry from bottom shaft reed switch, ok.
- Operational Check: Standish booster station; City Interconnects and vaults.
- Monthly Well PM's: Hudson wells 29, 30, 31, 32, 33, 34; all Rima wells.

Wastewater Collection/Treatment/Disposal Regulatory Activities

- Sewer Collection System Inspection – Staff received notice from a resident concerning the liftstation and grease trap near their business. The resident was concerned the grease trap is not being properly maintained allowing grease to discharge into the City's sewer system. Staff contacted the resident and is inspecting the site.
- Reuse Groundwater Monitoring Wells – Staff received the analytical results from the City's contract laboratory for the 3rd quarter sampling of the Reuse GMW on Oceanside CC property. The monitoring is performed as required by the WWTF permit. The results are used by the FDEP to assist in determining if reuse water is effecting the groundwater. One of the monitoring wells will be resampled to confirm the results.
- Wastewater Treatment Facility – Staff began discussing the permit renewal process for the WWTF. The current permit expires in December of 2019; however, the renewal application is due in June of the same year.
- Industrial Pretreatment (IP) Program – Staff received notification from one of the permitted facilities in the Industrial Pretreatment program concerning an exceedance of copper. The facility explained it determined the cause and resampled the location to confirm it has returned to compliance. The analytical results from the resample were submitted to staff and the facility has returned to compliance.

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 City Manager staff meeting
- City Clerk attended meeting with Acting Assistant City Manager
- Staff attended and provided support for October 2, 2018, City Commission Healthcare Workshop and City Commission Meeting
- Staff attended and provided support for October 4, 2018, Quality of Life Advisory Board