

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: April 5, 2019

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

Spoke to, attended and/or met with:

- Rotary Board meetings
- Individual agenda review meetings with Mayor Partington and City Commissioners
- City Commission meeting
- Police Chief and I met with attorney & former City Commissioner Scott Selis, discussed issues pertaining to the elderly
- City Managers conference call on sales tax
- Plantation Oaks grand opening
- FCCMA Conference Presentation - Cybersecurity panel team planning call

Community Development

Planning

- A neighborhood meeting has been scheduled regarding the proposed demolition and reconstruction of the existing Publix Supermarket at 220 North Nova Road within the Trails Shopping Center. The project seeks to demolish the existing Publix store and the former CVS unit and construct a one story building of 48,387 square feet with associated site improvements. The subject property is zoned Planned Business Development. The project has scheduled a neighborhood meeting on **Monday, April 8, 2019**, at the Anderson-Price building located at 42 North Beach Street, Ormond Beach, Florida, starting at 6:30 p.m.
- The Planning Board will meet on Thursday, April 11, 2019 with the following items on the agenda (<https://www.ormondbeach.org/Archive.aspx?AMID=50>) :
 1. A Special Exception application has been submitted for the Total Comfort project for outdoor storage over 50%. The project is a phased development for the northeast intersection of U.S. 1 and Southland Road, with Phase 1 proposed as RV and boat storage and Phase 2 (Total Comfort) is proposed as a 26,514± square foot building, along with two 30,000-gallon gas storage tanks. The subject property is zoned as I-1 (Light Industrial). Phase 1 (RV and Boat Storage) is a conditional use and can be approved by the Site Plan Review Committee. Phase 2 (office and outdoor storage) is a permitted use, however, the site plan shows an outdoor storage area that is greater than 50% which would require a Special Exception.
 2. An application for a Development of Regional Impact (DRI) amendment has been submitted to amend the Hunter's Ridge Development of Regional Impact (DRI) Master Development Plan from the existing planned public institutional use to allow a single-family dwelling unit to be constructed at 2575 West Granada Boulevard.
 3. Food truck discussion item.

- The monthly development report has been updated and is at: <https://www.ormondbeach.org/247/Development-Projects>.
- Downtown Steering Committee. The next meeting is scheduled on April 17, 2019 with the Downtown Steering Committee meeting at 11 a.m. in Room 103 of City Hall and a public meeting at 6:00 p.m. at the Anderson-Price building at 42 North Beach Street.

Building Inspections, Permitting & Licensing

- 5 new business tax receipts issued.
- 359 inspections performed within the City (23 by Private Provider).
- 100 permits issued within the City, with a valuation of \$1,657,513.

Development Services

- The Site Plan Review Committee (SPRC) met with the property owner of 1011 North U.S. Highway 1 who is interested in having an outdoor event center for weddings, bridal showers, and other special events. The outdoor activity would require site improvements and a Special Exception with review by the Planning Board and action by the City Commission.
- As part of the Lucky's development, a sewer connection is needed within Halifax Drive. North Halifax Drive will be closed between the Post Office entrance and the Ormond Heritage Condos entrance on Monday, April 8, 2019 to Friday, April 12, 2019 to allow for the utility work. During this closure, traffic will be detoured using E. Granada Blvd., John Anderson Drive, & Royal Palm Drive. Message boards advising of the road detour shall be provided and notice has been provided to emergency services.
- Projects under SPRC review include:
 1. 1535 North U.S. Highway 1, Dunkin Donuts. 2nd Review. Demolition of existing gas station and construction of a Dunkin Donuts coffee shop building with drive thru and associated site improvements.
 2. 160 North Nova Road, SunTrust Bank Renovations. Revision to approved site plan. Revision to add ATM to existing SunTrust bank including drive aisle modifications.
 3. 125 East Granada Boulevard, Starbucks. Revision to approved site plan. Revision to move existing 6" water line on-site.
 4. 2301 Warden Trail Lot Split. 2nd Review. Application to subdivide 10 acres into two 5 acre lots.
 5. 75 North Halifax Drive, Oceanside Country Club, Outdoor Seating. 3rd review. Downstairs restaurant outside seating including concrete pavers, fire pit, seat/retaining wall, drainage and landscaping.
 6. 711 South Atlantic Avenue, HOME-2. 2nd Review. Complete interior and exterior renovation of existing hotel. Removal of 7 units to create lobby on 1st floor. Site work to support the renovation.
- Below is the construction status of projects under construction:

Project	% Complete
8 Coolidge Avenue Warehouse	2%
135 Hernandez Lot Split-Utility Connection	95%
589 South Yonge Street	98%
783 North U.S. Highway 1	35%
Antares of Ormond Beach	0%

Cardinal Drive Beach parking	75%
Chase Bank	20%
Cypress Trails subdivision	70%
Granada Pointe	98%
Huntington Green	10%
Huntington Villas	20%
Independence Recycling of Volusia	90%
Lucky's Market	50%
Ormond Beach Surf Style	5%
Ormond RC, Building 1C	50%
Pineland	50%
Security First	70%
Shoppes on Granada, Phase 2	75%
Starbucks @ Granada Plaza	50%
Thomas & Betts parking improvements (Phase 1)	90%
Volusia Memorial Mausoleum	60%
WaWa	2%

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 sf 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.

- Airport Business Park
 - Concentrated Aloe is completing construction on 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 business retention and expansion survey that will be used to take the pulse of targeted industry in Ormond Beach.
 - Staff is working with Team Volusia on several Industry Prospects that are considering locations in Ormond Beach.
 - Continued to meet with regional group focused on growing the innovation and entrepreneurial eco-system in Volusia County.
 - Staff continues involvement in the Ormond Main Street marketing and branding initiative.
 - Staff gave a presentation on Economic Development Activity to the Daytona Beach Area Realtors Association-Commercial Investment Division.
- Prospective Business Attraction/Retention/Expansion
 - Staff continues the ongoing outreach to Ormond Beach businesses to assist with expansion opportunities. To date approximately 28 companies have been visited.

Finance/Budget/Utility Billing Services/Grants/PIO

Finance

- On-going Projects
 - The City continues to work with FEMA to achieve obligation on one (1) additional project work sheet for hurricane Matthew. To-date the City has received \$6.3 million dollars for hurricane Matthew reimbursement.
 - The City was obligated by FEMA for PW1055, downtown lighting and ballfield lighting are included on this PW.
 - FEMA assessment, project planning and project worksheet development for hurricane Irma continue. In regards to hurricane Irma, 98% of expenses have been submitted to FEMA for obligation review.
 - The City was obligated by FEMA for three (3) hurricane Irma projects.
 - Preparations for the Munis Phase 3, Utility Billing system are underway.
 - 2017-18 audit is being finalized.
- Completed Projects - Weekly
 - Processed 85 Journal Entry Batches.
 - Approved 21 Purchase Requisitions totaling \$624,055.72.
 - Issued 27 Purchase Orders totaling \$813,915.52.
 - Prepared 109 Accounts Payable checks totaling \$101,742.87 and 26 Accounts Payable EFT payments totaling \$67,855.55.
 - Issued 660 past due notices on utility accounts.
 - Auto-called 55 utility customers regarding receipt of a past due notice.
 - Processed 383 payments through Interactive Voice Response System totaling \$35,413.35.
 - Grant money 2018-19 fiscal year-to-date total received, \$2.15 million dollars.

Grants/PIO

- Press Releases
 - Sales Tax Informational Meeting (4/10; 6:00-7:30 PM)
 - Summer Connection Day Camp – Registration Underway
 - Walking with the Manager (4/12, 8 AM, Casements)
 - Gardening with Wildlife (4/5)
 - Spring Herb Gardening (4/6)
 - Elementary Explorers: Earth Day (4/6)
 - The Casements Closed for Tours (4/17)
 - Spring Bird Walks in Central Park (4/10 and 4/24)
 - Migratory Spring Bird Class (4/10)
 - Little Learners Earth Day Program (4/12)
 - Wild About Water (4/13)
 - Road Closure of North Halifax Drive between the Post Office Entrance and the Ormond Heritage Condominium Entrance (4/8-12)

- Earth Day (April 18, 10 AM – 1 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.
 - Completed Employee Newsletter for April 2019.
 - Attended weekly staff meeting.
 - Submitted nominations for Volusia League of Cities Distinguished Service Awards
- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.

Risk Management Projects

- Mayor's Health & Fitness Challenge activities
- Attended WC mediation
- Attended Leadership planning meeting
- Attended Member Education Day for insurance program

Fire Department

- Weekly Statistics
 - Fires: 2
 - Fire Alarms: 7
 - Hazardous: 3
 - EMS: 82
 - Motor Vehicle Accidents: 11
 - Public Assists: 42
 - TOTAL CALLS: 147
- Aid provided to other agencies: 12 Calls – Daytona Beach (5), Holly Hill (2), Volusia County (5)
- Total staff hours provided to other agencies: 8
- # of overlapping calls: 35
- # of personnel sent with EVAC to assist with patient care during hospital transport: 3
- Total EMS patients treated: 68
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 304
- Training Hours
 - NFPA 1001: Firefighting 85
 - NFPA 1002: Driver 92
 - NFPA 1021: Officer 24
 - NFPA 1500: Safety/Equipment 53
 - NFPA 1620: Preplanning 31
 - EMT/Paramedic 4
 - TOTAL TRAINING HOURS: 289
- Station Activities
 - Participated in the Triennial Airport Drill exercise conducted by Volusia County Emergency Management at the Daytona Beach International Airport.
 - Updated 26 pre-fire plans
 - Conducted 5 fire inspections

- Significant Incidents
 - 3/27/19, 1:19 PM: 1102 W. Granada Blvd. – Motor Vehicle Fire – Responded to a vehicle fire with structural endangerment at Speedway Gas Station – found one RV with fire in engine compartment at gas pumps – fire under control at 1:29 PM – 500 gallons of water and one extinguisher utilized.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Maintenance Worker II (Streets/Public Works)
 - Part Time Maintenance Worker II (Athletic Fields/Leisure Services)
 - Part Time Maintenance Worker II (Building Maintenance/Leisure Services)
 - Part Time Recreation Leader (Gymnastics/Leisure Services)
 - Police Officer (Police)
 - Seasonal Part Time Maintenance Worker II (Andy Romano Beachfront Park/Leisure Services)
 - Summer Camp Counselors (Leisure Services)
 - Tradesworker (Building Maintenance/Leisure Services)
 - Utilities Engineer (Public Works)
 - Applications Under Review
 - Public Information Officer (City Manager)
 - Interviews Scheduled
 - Maintenance Worker II (Wastewater Collection/Reuse Distribution/Public Works)
 - Maintenance Worker III (Wastewater Collection/Reuse Distribution/Public Works)
 - Office Manager (Planning)
 - Background/Reference Checks/Job Offers
 - Chief Treatment Plant Operator (Wastewater Treatment Plant/Public Works)
 - Office Manager (Leisure Services)
 - Part Time Maintenance Worker I (Senior Center/Leisure Services)
 - Part Time Maintenance Worker II (Parks/Leisure Services)
 - Police Officer (Police)
 - Summer Camp Counselors (Leisure Services)
 - Separations
 - Utilities Engineer (Public Works)
 - Fire Driver/Engineer/Paramedic (Fire)
 - Part Time Maintenance Worker II (Athletic Fields/Leisure Services)
 - Accounting Technician (Finance)
 - Employee Events
 - Wellness Plan HSA contribution opportunities:
 - Non-tobacco use affidavits accepted through 12-31-19
 - Skin cancer screenings offered through 12-31-19
 - Wellness Action Team activities offered through 12-31-19
 - Nationwide representative meets with employees 5-2-19

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects
 - Tyler Munis Phase 3 – Utility Billing – Project on schedule: working on mapping and configuring the new system conversion.

- 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: 21
 - Completed: 51
 - In progress: 27

- Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 60,284
 - Inbound E-Mails Blocked: 39,930
 - Delivered Inbound E-Mails: 20,354
 - Quarantined Messages: 3,002
 - Percentage Good Email: 33.8%
 - Virus E-Mails Blocked: 19

- Notable Events: None.

- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 5
 - Changes: 1
 - Corrections: 0
 - Map/Information Requests: 18
 - Information Requests from External Organizations: 1
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 0 : Total in system = 2,554
 - Meters GPS Located this week: 31 : Total in system = 23,623; 22,829 potable, 783 Irrigation, 11 Effluent
 - Notable Events: None

Leisure Services

Administration

- Public Works meeting
- City Manager's staff meeting
- Janitorial services meeting
- Met with landscape contractor for weekly updates
- City Commission meeting
- Meeting to discuss multi-sports opportunity for City
- Quality of Life Board meeting
- Swing Into Spring Concert Series
- Movies on the Halifax

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
- Conducted 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
- Tours were given as needed on Saturday and Tuesday through Friday.
- A memorial service was held inside the EDC Classroom and on the ground on Sunday from 4 pm to 6 pm.
- The EDC Volunteer meeting was held in the EDC Classroom on Thursday from 4 pm to 5 pm.
- Master Gardener Bee Busby gave a butterfly gardening presentation in the EDC Classroom on Friday from 10 am to 11 am.

Athletics

- Miracle City Cougars Football rented Championship Field 7 for an Adult Football game on Saturday evening beginning at 6 pm.
- OBSC soccer games and T-ball games were held on Saturday.
- The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday and Friday at the Sports Complex. Play is at 1 pm daily.
- Golden Spikes and Lady Renegades continued practicing this week Monday through Thursday at 6 pm on the Nova Fields and the Softball Quad at the Sports Complex.
- SHS Softball and Baseball continued practices this week on the Softball Quad and Wendelstedt Field 2 and 3 at 3:30 pm and 4:30 pm. Softball games were on the road this week. Baseball games were on Tuesday, Thursday and Friday at 4 pm and 7 pm.
- Calvary Christian Academy Softball had practice on Thursday and a game on Friday at 4 pm this week.
- Calvary Christian Academy Baseball had practices on Thursday, no games this week.
- The City's Youth Volleyball Program continued training this week with 75+ participants at the Nova Community Center gym.
- Ormond Beach Soccer Club continued practices this week nightly, Monday through Friday. Games are on Saturday morning beginning at 8:30 am.
- OBYBSA Rec Baseball/Softball games this week, Monday through Friday, at both the Nova Fields and the Softball Quad at the Sports Complex.
- SHS Flag Football hosted another home game at the Sports Complex on Championship Field 7 on Thursday at 6 pm.
- Halifax Academy Baseball hosted their first home game on Thursday night at 5 pm at the Sports Complex on Wendelstedt Field 2.
- USSSA Baseball is once again hosting a baseball tournament at the Nova Fields and Wendelstedt Fields on Saturday and Sunday. Staff also prepared the fields for OBSC soccer games and T-Ball games to be held on Saturday.

Athletics 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
- Cleaned all sports parks daily of debris/trash from the events during the week
- Continued dragging infields (18) daily at Sports Complex/Nova Fields
- Continued edging infields (18) weekly at Sports Complex/Nova Fields
- Painted soccer grass parking lot
- Painted all soccer fields to be prepared for upcoming OBSC practices/games
- Prepped fields for weekend baseball tournament at Wendelstedt and Nova Fields
- Prepped/painted Championship Field 7 for SHS Flag Football and Miracle Football games
- Prepped fields for high school baseball and softball games

- Added turf to Nova Field 3
- Dragged Osceola Elementary Softball Field

Senior Center

- Granada Squares Dance was held on Tuesday from 6 pm to 9 pm
- Ormond Church was held on Sunday from 8:30 am to 12:30 pm

Performing Arts Center

- The Performing Arts Center hosted the following classes throughout the week as part of its regular operations:
 - CMT held regular classes Monday through Friday
 - Kopy Kats held regular classes on Monday, Wednesday and Thursday
- The Performing Arts Center hosted the following events:
 - Putting on the Ritz presents Leesah Stiles, Thursday, 7 pm to 9:30 pm
- The Performing Arts Center is preparing to host the following events:
 - True Rumours – Fleetwood Mac Tribute, Friday, 7:30 pm to 9:30 pm
 - Orlando Gay Chorus, Saturday, 7 pm to 9 pm
 - Carpenters and More, Sunday, 2:30 pm to 5 pm

South Ormond Neighborhood Center

- Splash pad open March 15 through November 30
- Open park and playground sunrise to 11 pm daily
- Fitness room
- Open gym
- Repast Saturday
- Pavilion rental Saturday
- Staff is preparing for summer camp
- Staff is working on spring cleaning
- PAL tutoring, Monday through Thursday, 3 pm to 6 pm
- PAL basketball practice, Monday and Wednesday, 6 pm to 8 pm
- South Ormond Sports Club basketball practice Saturday, 11 am to 12:30 pm

Community Events

- Weekly administrative tasks, office work, meetings, and activities
- Preliminary planning of 2019 events through July:
 - Movie Night with The Casements and the Easter Bunny
 - Art in the Park, May 4 and 5, including application tracking and input, sponsorship tracking, mailing of food vendor applications and entertainment contracts
 - Memorial Day Remembrance Service, May 27
 - Reel in the Fun Fishing Tournament June 15
 - Independence Day Celebration, July 4
 - Summer Sounds Concert Series, July 12, 19, 26

Gymnastics

- Registration is open for April/May session
- April/May session in progress
- Team girls are preparing for State Competition in May

Nova Community Center and Special Populations

- FitGyms conducted their person 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 met at various times throughout the week
- Ms. Debby's Dance and Acting classes continued at various times throughout the week
- Adult Volleyball continued on Monday
- Coed Volleyball League continued on Tuesday and Thursday evening
- Challenger Baseball continued on Tuesday
- Lunch Bunch Club continued on Wednesday

The Casements

- Guild tours were given on the hour Monday through Friday with the first tour at 10 am and the last tour at 3 pm. Saturday tours were given at 9:30 am and 10:30 am.
- Seaside Herb Society held their Annual Herb Faire at Bailey Riverbridge from 9 am to 2 pm.
- A memorial service took place at The Casements on Saturday from 1 pm to 5 pm.
- A wedding rehearsal took place in Rockefeller Gardens on Saturday from 4 pm to 5 pm.
- A wedding ceremony took place in Ormond Memorial Gardens on Saturday from 5 pm to 6 pm.
- A wedding ceremony took place in Rockefeller Gardens on Sunday from 12 pm to 4 pm.
- The Ormond Beach Art Guild hung their exhibit on Monday which will remain on display at The Casements through the month of April.
- Staff continued planning for Enviro Camp during this week.
- Enviro Camp Registration began on Monday morning.
- The Ormond Beach Garden Club held a meeting in The Casements Gallery on Wednesday from 9:30 am to 12 pm.
- A Guild training meeting took place at The Casements on Thursday from 10 am to 12 pm.
- An Ormond Beach Chamber leadership meeting was held at The Casements on Thursday from 11 am to 5:30 pm.
- A Guild training meeting took place at The Casements from 1 pm to 3 pm.
- The first Swing into Spring Concert Series took place on Thursday from 6:30 pm to 8 pm.
- A wedding rehearsal was held in Ormond Memorial Gardens on Friday from 10 am to 11 am.
- A large group from the Mandarin Women's Club toured The Casements on Friday morning.
- The Art Guild will hold their opening reception on Friday from 5:30 pm to 7 pm.
- Movies on The Halifax will be held on Friday from 8 pm to 10 pm. Feature film is Peter Rabbit.

Parks Maintenance

- Citywide inspection of parks
- Inspected and posted for reservations at pavilions
- Filled in hole in Riviera parking lot
- Filled washout in sidewalk at Bailey Riverbridge
- Installed engraved memorial bench slats at Riviera Park
- Replaced cables at Andy Romano Beachfront Park
- Removed four large planters from under Granada Bridge
- Installed new reservation box at Riviera Park

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
- Repaired fountain lights at Nova Community Center
- Repaired high bay lights at Fleet
- Repaired damaged lights in power box in Rockefeller Gardens
- Removed all broken lights on Vining Court
- Repaired FAA lights at Kiwanis Park
- Installed new lights at PAC entrance
- Repaired cable to bottom sensor of NW bay door at Fire Station 92

- Cleaned concrete stage in Rockefeller Gardens
- Repaired toilet at Lift Station #5
- Repaired push bar door at PAC
- Repaired thermostat at PAC
- Repaired toilet at City Hall
- Replaced toilet paper roller in men's room at Andy Romano Beachfront Park
- Replaced safety cables at Andy Romano Beachfront Park

Police Department

Administrative Services

- Staff hosted the Weekly Staff Meeting
- Staff is conducting quarterly audits
- Staff is attending Commission Meeting
- Staff is working on new Evidence Policy

Community Outreach

- Youth Director Council (YDC)
The YDC met to discuss upcoming community service projects.
- OBPAL Basketball
Practice was held for the boys' basketball teams on Monday and Friday last week at the South Ormond Neighborhood Center, twenty-six (26) boys attended. On Wednesday, fifteen (15) girls attended practice at the South Ormond Neighborhood Center. The Girls' Basketball team participated in the Orlando Classic II on March 30 and 31. The Girls team placed second overall for their division.
- OBPAL Educational Programs
 - *Tutors R Us* continues at the South Ormond Neighborhood Center. Tutoring is offered Monday through Thursday from 3:00 pm – 6:00 pm. Last week eighteen (18) students attended the program each day. *Tutors R Us* provides one-on-one and small group tutoring for school aged children in elementary and middle school.
 - *R.E.A.D., Reading, Exploration, Adventure and Discovery* program continues at Ormond Beach Elementary School. Classes are offered Tuesday and Thursday afterschool for children in grades 3, 4 and 5. Currently, there are 21 students in the program. Last week was the popular annual camp fire storytelling class. Students explored Russian folktales and created two-word stories while enjoying S'mores. Applications for the second grade R.E.A.D. program have been shared with teachers at Ormond Beach Elementary School. The session begins April 10 and continues through May 8, 2019.
- OBPAL Third Annual Donut Dash 5K
 - The Third Annual OBPAL Donut Dash 5K is scheduled for the morning of Saturday, April 27, 2019. The event will begin and end at the back of the Trails Shopping Center. Registration will begin at 7:00 am with a race start at 8:00 am. For more information and sponsorship opportunities please call (386) 676-3505. On-line registration for the Ormond Beach Police Athletic League Donut Dash 5K is available at:
<http://racesmith.com/races/OrmondBeachPALDonutDash5K.html>

Community Services & Animal Control

- Animal Calls responded to: 51
- Animal Reports: 7
- Trap Neuter Release: 2
- Animal Bites: 2
- Animals to Halifax: 3
- Wildlife Calls: 0

- Found Property Reports: 0

Criminal Investigations

- Cases Assigned: 31
- Cases Cleared by Arrest/Complaint Affidavit: 3
- Cases Exceptionally Cleared: 9
- Inactive: 5
- Fraud: 7
- Burglary Business: 2
- Burglary Residential: 3
- Larceny Car break: 2
- Grand Theft: 6
- Auto Theft: 2
- Death Undetermined: 3
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 0
- Robbery: 0
- Assaults: 1
- Police Information: 2
- Suspicious Incident: 0
- Vandalism: 3

Records

- Walk - Ins / Window: 95
- Phone Calls: 90
- Arrest / NTA'S: 19
- Reports Generated: 149
- Reports Entered: 130
- Citations Issued: 85
- Citations Entered: 53
- Warnings Entered: 91
- Trespass Warnings: 19
- CORF Entered: 60
- Mail / Faxes / Request: 27

Patrol

- Total Calls: 1,251
- Total Traffic Stops: 130

Operations

Crime Opportunity Report Forms: 60

03/27/2019

- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject changed the prices on several items and used the self-checkout and was stopped by loss prevention.
- Narcotics Arrest, 200 Block West Granada Boulevard. Vehicle was stopped for speed and marijuana was found on the driver.

03/28/2019

- Shoplifting, 1521 West Granada Boulevard (Wal-Mart). Subject concealed items and fled the area.
- Warrant Arrest, 1208 Northside Drive. Subject with a warrant was contacted at this residence.
- Battery/Domestic Violence Arrest, 264 Division Avenue. Subject battered the victim during a fight.

03/29/2019

- Burglary Residence, 20 Coquina Point. A chainsaw and fishing supplies were stolen from an open garage.
- Larceny, 12 Pineview Lake Circle. Known subject stole a wallet from the home.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject concealed items and was stopped by loss prevention.
- Larceny, 1478 West Granada Boulevard (Publix). Subject stole credit cards out of a customer's cart.
- Trespass Arrest, 300 Airport Road (Pine Trail Elementary). Upset parent entered the school grounds and caused a disturbance. Subject refused commands from the school guardian to leave.
- Narcotics Arrest, 646 Hand Avenue. A traffic stop found the driver with hash oil and marijuana.

03/30/2019

- Burglary Business, 610 South Yonge Street (Simply Storage). Speakers are missing out of a storage unit.
- Larceny, 839 South Atlantic Avenue (Andy Romano Park). Cell phone was stolen from the park.
- Carbreak, 1232 Vanderbilt Drive. Wallet was stolen from an unlocked vehicle overnight.
- Battery/Domestic Violence Arrest, 241 North United States Highway One (Pirana Grill). Subject battered the victim during an argument.
- Battery/Domestic Violence, 487 Bryant Street. Subject battered the victim then fled the area.
- Battery/Domestic Violence Arrest, 869 South Atlantic Avenue (Oceans East). Subject battered the victim.

03/31/2019

- Burglary Business, 610 South Yonge Street (Simply Self-Storage). Two (2) generators were stolen from a storage unit.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject failed to scan all the items in the self-checkout line.
- Burglary Residence, 139 South Atlantic Avenue. Forced entry was made to a door. Television and a motorcycle were stolen.
- Narcotics Arrest, 700 Block South Nova Road. A traffic stop found paraphernalia in the vehicle. A stolen police identification was also found in the vehicle.

04/01/2019

- Stolen vehicle, 456 Sauls Street. Vehicle was stolen from the driveway overnight. It was recovered in Daytona Beach and returned to the owner.
- Larceny, 80 Arroyo Parkway. Package was stolen from the porch.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject was price switching items and was caught by loss prevention.
- Shoplifting, 1521 West Granada Boulevard (Wal-Mart). Subject walked out the back fire door with a television.

04/02/2019

- Larceny, 1340 West Granada Boulevard (Lowes). A bicycle was stolen from the outside of Lowes.
- Larceny, 58 Mayfield Circle. A ring is missing from the home.
- Shoplifting, 250 East Granada Boulevard (CVS). Two (2) subjects walked out of the store with \$400 in merchandise.
- Shoplifting, 1458 West Granada Boulevard (Bealls). Three (3) subjects walked out of the store with over \$100 in merchandise.
- Warrant Arrest, 11 Coquina Drive. Subject with a warrant was contacted at the home.
- Burglary Residence, 2099 North Beach Street (Tomoka State Park). A recreational vehicle was entered and miscellaneous items were stolen.
- Battery/Domestic Violence Arrest, 593 Flamingo Drive. Subject battered the victim by punching the victim in the face.
- Carbreak, 1201 Vanderbilt Drive. Unlocked vehicle was entered overnight. A camera was stolen.

- Battery/Domestic Violence, 1500 Block West Granada Boulevard. Subject battered the victim while driving. Subject left the scene before law enforcement arrived.
- Warrant Arrest, 487 Bryant Street. Subject with a warrant was contacted at the residence.
- Battery Arrest, 1571 North United States Highway One. Subject battered the victim.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 20
 - Number of Uniform Traffic Citations Issued: 21
 - Number of Written Warnings Issued: 12
 - Number of parking tickets issued: 0
- Traffic Crash Reports
 - Number of Crashes without Injuries: 7
 - Number of Crashes with Injuries: 4
 - Number of Crashes with serious bodily injuries: 0
 - Number of fatal Crashes: 0

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 9 Cases initiated
- Zone 2: 11 Cases initiated
- Zone 3: 5 Cases initiated
- Zone 4: 3 Cases initiated
- 10 signs have either been removed or sign cases created.
- 18 tree removal permit requests
- Administrative staff assisted with seven (7) walk-ins and eighty-two (82) telephonic inquiries.

Public Works

Airport Operation and Development

- The next meeting of the Aviation Advisory Board will be held on Monday, April 8 at 7:00 pm in the Training Room at City Hall.
- Staff continues coordination of the bidding phase for the Runway 9/27 and Taxiway Alpha extension construction projects (Bid 2019-23). The project manual and the 100% design plans have been completed. The bid will be advertised on April 7.
- Staff and technicians from Economy Electric completed work to repair certain taxiway edge lights damaged by gopher tortoise activity.
- Staff continues working to respond to an inquiry from the FAA regarding safe and secure operations of small unmanned aircraft systems (UAS), often referred to as drones. The FAA is considering additional rulemaking in response to public safety and national security concerns associated with the ongoing integration of unmanned aircraft systems into the National Airspace System (NAS). The FAA is seeking comment on whether and in what circumstances the FAA should promulgate new rulemaking to require stand-off distances, additional operating and performance restrictions, the use of UAS Traffic Management (UTM), and additional payload restrictions. The FAA is also seeking comment on whether it should prescribe design requirements and require that unmanned aircraft be equipped with critical safety systems.
- Staff continues working to assist the County of Volusia with a project to upgrade the automated terminal information service (ATIS) in their air traffic control tower. Staff has researched and provided information to the County about current ATIS technologies and costs, and has hosted a visit to the Ormond Beach airport by County personnel to observe the ATIS systems in use here.
- A meeting of the Statewide Steering Committee for the Continuing Florida Aviation System Planning Process (CFASPP) was conducted this week. Topics of discussion included unmanned aircraft systems detection and monitoring, hazardous wildlife attractants, implementation of the updated Florida Aviation Systems Plan (FASP), status of the Statewide Aviation Economic Impact Study, and airfield pavement inspection and distress repair training.

- Sunrise Aviation has advised staff that their self-service fuel farm will be unavailable for approximately five (5) business days while maintenance is performed on the facility. Staff has issued a notice to airmen (NOTAM) advising pilots and aircraft operators of this information.

Engineering

- Projects Summaries
 - Construction Projects:
 - Ormond Crossings Utility Extensions – Hydrant testing was performed and all four fire hydrants along the property line exceeded the minimum fire flow demand. The water main loop project that is starting construction will further increase flows such that all fire hydrants at Security First should meet minimum flows once that construction is complete mid-May.
 - Forest Hills Connector Trail – The Contractor is finishing up the boardwalk section and lighting as well as addressing punch list items.
 - Laurel Creek Stream Gauges – All stream gauges are now operational and can be viewed from the Opti dashboard. The project is complete.
 - MacDonald House – Staff is working on completion of the report of findings.
 - Fishing Pier Repair – All of the new piles have been installed. Framing is 98% complete, decking is complete. Contractor is working on electrical for lighting.
 - US1 Water Main Loop from Broadway Ave. to Pine Tree Drive – Contractor has started clearing and direct bury portion of project for the 12-inch pipe is underway. Contractor has started the directional drill portion of project. Project is 40% complete.
 - Storm and Sewer Lining – Phase 2 – A Preconstruction meeting was held on March 13.
 - OBSC Improvements – Baseball Field 3 & Soccer Fields 1, 2, 3 Lighting – Conduit is being installed. Poles were delivered and are being assembled on-site.
 - Bidding:
 - Cassen Park Public Dock and Breakwater – The bid was awarded at the March 21 CC meeting. Consultant is preparing the contracts.
 - WWTP Sludge Dewatering Improvements – The bid was awarded at the April 2 CC meeting.
 - Water Plant Upgrades – The bid was awarded at the April 2 CC meeting.
 - 2019 Roadway Resurfacing – The bid was awarded at the April 2 CC meeting.
 - Force Main Repairs – The bid was awarded at the March 21 CC meeting. Contractor is working on providing bonds and insurance and contract execution.
 - Breakaway Trails Storage and Pumping Improvements – Contracts are being executed. A pre-construction meeting is scheduled for April 11.
 - CDBG Ames Parking Improvements & CDBG Landscape Renovations – The apparent low bidder is Verdego Landscape LLC. Bid award is scheduled for the May 7 CC Meeting.
 - HVAC Replacements – City Hall, SONC, The Casements – Bids were opened and one bid was received from Amsco, Casselberry, FL. The bid is being evaluated.
 - Granada Median Landscape Improvements (Orchard Street to I-95) – A disposition item for approval to bid the project is scheduled for the April 16 CC Meeting.
 - Design Projects:
 - North US1 Water Main and Force Main Improvements – A Work Authorization for Force Main design is scheduled for City Commission approval at the April 16 meeting. The Water Main project will be combined with the FM improvements project along US1 and is on hold until the FM project is designed and the combined bid package can be prepared.
 - 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 June.
 - Fleming Ave Stormdrain Improvements – The Consultant has submitted 60% design plans. A review meeting was held on February 22.
 - Wilmette Avenue Pumping – Design documents have been finalized and submitted to FEMA for review.

- OBSC Improvements – Championship Field 7 – An ECHO grant application was submitted to Volusia County. If awarded, the grant will provide funding in June 2019.
- Secondary Raw Water Main – The Consultant met with FDOT regarding the directional drills under I-95 and the Tomoka River and received direction regarding requirements.
- Tomoka Elementary Connector Sidewalk & Williamson Blvd Pedestrian Improvements – FDOT has transmitted the LAP Agreement to the City for execution, the design contract was approved at the April 2 City Commission meeting.
- Nova Community Park Underground Electric Utilities – The Consultant has re-submitted 100% plans, staff is reviewing. On hold until May 21 Commission meeting.
- The Casements North Side Improvements and Carriage House – Design is in process for the drainage improvements. The Casements Guild is currently selecting the architect for the carriage house expansion.
- Stormwater Master Plan Update - 2019 – Staff has begun negotiating a scope and fee for the proposed work.
- 2019 Communication Infrastructure – Engineering staff has prepared 60% drawings for the extension of fiber optic facilities from Division Avenue to Fire Station 92.
- Nova Landfill Lining Repair – Staff will be including this work in the upcoming CIP update for inclusion in the budget for next FY.
- Fleming Avenue Stormwater Pump Station – A project kickoff meeting was held. Preliminary design and modeling are starting.

- Departmental Activities
 - Grant applications have been submitted to the River-to-Sea TPO for this year's "Call for Projects."
 - Staff is working with Chinchor to remedy the traffic signal taken out of service at Harvard Drive and A1A.
 - FPL has begun work replacing street lights with LED Fixtures.
 - Continued to prepare for storage non-digitized plans and as-built files.
 - Reviewed daily Engineering Permit applications through the ProjectDOX system.
 - Reviewed plans and created approved Work-in-the-Right-of-Way permit for 410 Main Trail directional bore, per Brighthouse/Spectrum request.
 - Reviewed plans and created approved Work-in-the-Right-of-Way permit for Lake Walden Trail directional bore, per FPL request.
 - On-site meeting at Nova Ballfield 5 to discuss survey needs regarding the effects of storm drainage.
 - Completed water elevation surveys at Central Park Phase I and Phase IV lakes, and at Wilmette flap gates.
 - Completed topographic survey of Country Club Drive in area of proposed storm pipe replacement.
 - Continued updating the Storm Water Repair Plans, per Project Manager's comments.
 - Prepared an exhibit base drawing of Riviera Park, per Landscape Architect's request.
 - Researched, located and provided PDF copies of electrical drawings of Vining Court, per Economy Electric request.
 - Determined paver quantities along the North side of Granada Blvd. from Halifax Drive to A1A, per Landscape Architect request.
 - Created a drawing showing possible Bait House relocation, per City Engineer's request.
 - Checked the quantities for the Memorial Gardens Retaining Wall Improvements project.
 - Researched old drawing files and completed stakeout of the northerly property line at Melrose Park, per Leisure Services request.
 - Created a FDOT permit plan set for 32 Ocean Shore Blvd. Water Valve Replacement, per Utilities Division request.
 - Completed the requested sketch and Legal Descriptions for 128 Capri Drive and 3131 John Anderson Drive annexations, per Planning Department request.
 - Researched and provided information regarding the maintenance of the un-opened right-of-way of North Yonge Street, per Streets Division request.

- Provided lot drainage plan PDF's of the Tuscany Subdivision, per Vanacore request.

Environment Management

Street Maintenance - Asphalt/Concrete

- Asphalt patch on 400 block of Fred Gamble Way, 2000 block of John Anderson Dr, Harvard Dr, 1000 block of John Anderson Dr
- Built a berm on Riverside Dr
- Concrete pour on Buckeye & Chardon Rd, Division Ave
- Ripped out section of concrete and replaced with lime rock on Riverside Dr

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
- Cleared back woods from sidewalk at S Ormond Comm Center; cut back wood line, picked up debris
- Trimmed street lights at Lake Trl & Stonehaven Trl; trimming at Tomoka Oaks

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
- Trimmed Palm blocking traffic view at Hernandez & N Beach St

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
- Replaced and straightened various signs on street at Center St/Arroyo Pkwy
- Installed new management parking signs in Public Works parking lot

Stormwater Maintenance

- Locates & basin inspections citywide
- Reach out – ditch mowing at Hand & Division, Wilmette Ave
- Pipe repair on 200 block of Osceola Ave, Loyola
- Depression investigation at Royal Palm & Windward Cir, 100 block of University Cir
- Pumps & gates citywide

Vactor

- Assisted with pipe repair on 200 block of Osceola
- Oleeta St – line cleaning
- Loyola Dr

Street Sweeping/Streetsweeper

- 160 miles of road cleaned
- 75 cubic yards of debris removed

Fleet

- Mileage traveled by all departments for the week: 23,045
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 3
 - Non-Emergency Vehicles and Equipment: 7
- Road Calls for the week: 1
- Quick Fleet Facts:
 - Fuel on hand: 5,459 gallons unleaded, 5,891 gallons diesel
 - Fuel used in one week: 2,278 gallons of unleaded and 902 gallons of diesel.
 - Fleet completed 33 work orders this week.

Utilities

- Projects Summary
 - Breakaway Trails Reuse Storage and Pumping Improvements – Pre construction meeting is scheduled for April 11.
 - Breakaway Trails Yard Electrical and Pump Upgrades – New FP&L utility transformer installation scheduled for May 6. Field progress meeting was held on April 1. Panel and wiring installation 90% complete.
 - Leeway Storage Tank and Pump Station Rehabilitation Project – Consultant preparing 95% plans and specs for final review.
 - Lift Stations 3M, Tomoka Meadows and Ashford Lakes Improvements – Contractor has placed equipment orders.
 - SCADA Integration Services RFP – Second on-line test was conducted April 2. Servers are on order. Detailed design approval scheduled for April 17.
 - Shadow Crossings Reuse Pump Facility Upgrades – 60% plans and specs being developed by the consultant.
 - WTP Elevated Water Tank Rehabilitation – Steel delivery is scheduled for the end of April. Proposal to replace dollar plate is under review.
 - WTP LPRO Membrane Replacement – Pre construction meeting to be scheduled next week.
 - WTP Lime Slaker and Sodium Hypo Upgrades – The bid was awarded at the April 2 City Commission meeting.
 - 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 June.
 - WWTP Influent Pumps VFD Replacement – VFDs are being fabricated, delivery scheduled for April 15.
 - WWTP Sludge Dewatering Improvements – The bid was awarded at the April 2 City Commission meeting.
 - WWTP Operating Permit Renewal – Permit is being revised to include added reuse acreage.
- SPRC Projects (Utilities Review)
 - 75 N. Halifax Drive, Oceanside Country Club Outside Seating – Reviewed and approved plans.
 - 835 Hull Road, Air One Warehouse – Reviewed and approved plans.
 - Security First Insurance – Reviewed and approved lift station shop drawings.
 - 125 E Granada, Starbuck's – Submitted FDOT permit and received quotations for two 6" water main taps for relocation of the water main away from the drive through lane.

Water Treatment

- Delivered 43.32 million gallons for the week ending March 29, 2019 (6.19 MGD).
- Backwashed 10 filters for a total of 532,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through March 29, 2019 @ 6.334 MGD, SJRWMD 2018 allocation @ 7.556 MGD.

- Produced & hauled 97.2 wet tons of dewatered sludge (65 - 70% solids).
- Operated north & south plant generators for routine PM.
- Ongoing: Painting and restoration of plant piping.
- 12% blended Hypochlorite system, a 12 to 1 ratio, is working extremely well.
- Operators are performing improvements at Standish pump station.
- Contractor working on Plant elevated tank.

Wastewater Treatment

- Domestic and Industrial Wastewater flow was 32.90 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 4.70 MGD.
- Produced 32.47 Million Gallons of Reuse.
- Produced 0.43 Million Gallons (NOD) of Surface Water Discharge.
- Most recent annual period ADF Rates (March 01, 2018 – February 28, 2019) (MGD):
 - Influent 4.84 MGD (Permit 8 MGD);
 - Surface Water Discharge 1.43 MGD (Permit 6 MGD);
 - Reuse 3.79 MGD (Permit 10 MGD)
- Hauled 184.12 tons of dewatered residual solids (14%-18% Solids).

Water Distribution

- Responded to 13 reports of customer concerns regarding low pressure, colored water or assistance with other plumbing needs.
- Responded to and/or repaired 14 water service leaks.
- Replaced 8 residential water meters per Finance work orders.
- Installed 10 new residential water services.
- Replaced 11 broken meter boxes.
- Replaced 13 water services due to low pressure or leaks.
- Performed maintenance activities on 8 fire hydrants on the beachside.
- Performed pressure testing on 8 & repaired 1 City owned BFP devices.
- Performed flushing activities at Indian Springs, Il Villagio, Hunters Ridge, Ashford Lakes, Deer Creek and Hamlet Trace subdivisions.
- Repaired landscaping due to excavations.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 134 regular and 1 emergency utility locates for the previous week.

Wastewater Collection – Reuse

- Crews responded to 3 trouble calls in the Breakaway/Hunters Ridge PEP system service area and 7 in the conventional system service area. Responded to 6 reuse trouble calls.
- Adjusted reuse distribution system in response to low tank levels from high demand.
- Located, marked and verified reuse service was on at 54 Herringbone Way, 11 Abacus Ave. and 23 Winding Creek Way.
- Confirmed location of reuse tap at 31 Riverwood Dr. marked and flagged.
- Located and turned off reuse service at 239 Landmark Cir at customer request.
- Conducted smoke test at 901 Sterthaus Dr. at customer's request for odor complaint. Discovered smoke coming through wall.
- Located J-box for electrician at 14 Indian Springs Dr.
- Dug up and rewired PEP pump at 21 Tomoka Cove Way.
- Rewired PEP pump and added 12" riser at 23 Peruvian Ln.
- Met with electrician again at 14 Indian Springs Dr. to explain how to wire the control box for a new PEP system.
- Searched for C/O in rear of 363 S. Halifax Dr., unable to locate, will have to TV and possibly install one at ROW.
- Located, marked and cleaned out valves to isolate SR-40 irrigation from Breakaway and Hunters Ridge.
- Locate and marked reuse service at 222 Hamlet Trace.
- Follow up at 25 Foxfords Chase from PEP alarm that self-cancelled.

- Repaired broken C/O stack and marked PEP tank at 17 Forestview Way to protect tank from homeowner landscaping project.
- Checked force main pressure on Ocean Shore Blvd. AM Spanish Waters 2 psi, Ocean Mist Hotel 0 psi, Ormond Mall 0 psi.
- Low pressure sewer gauge readings: AM Foxhunters Flat (4 inch) 8 psi, Westland Run 7psi & Shadow Crossing Blvd. (4 inch) 0 psi.

Wastewater Plant – Lift Stations

- Plant & Lift station SCADA, not operational, main network switch failed, worked with IT to migrate communications from old switch to new switch that belongs to IT. Reboot of plant and lift station servers after install of switch. Restart of influent & Orchard Street PLC and network switch to regain communication.
- Centrifuge #1 - Called by operator on shift, centrifuge showing motor fault, reboot cabinet, centrifuge fully operational and returned to service.
- Influent Room, oversaw transfer of pump positioning status, pumps not being switched as per Equipment Maintenance Supervisor, Pump #3 to stay in lag position until further notice
- Centrifuge #2, further installation of motor, modification of motor J-box required to accommodate fit of motor, awaiting receipt of speed sensor to test run assembly, finish installation of belt shrouds.
- Clarifiers, quarterly cleaning of telescopic valves.
- 5M, met Collections on site to review the possibility of using the VacCon to clean wet well, follow up from previous day's inspection, pulled Pump #1 and #3 to clear blockages at volutes.
- SCADA, server not operational, reboot and returned to service, tested WIN911 dialer at known lift stations.
- Ormond Green, follow up from previous day's Monthly PM, replaced RTU batteries.
- Bailey Riverbridge Gardens, met Water Plant Crew onsite to provide Crane truck service and traffic control service towards reinstallation of pump.
- 5M, tested motor rotation and pump function.
- Chlorine Analyzer, replaced lamp and repaired audible horn
- McDonalds, weekly odor control and wet well cleaning, ok.
- WIN911 monitor/response: Castle Gate, phase loss, power restored upon arrival, possible weather related power incident, ok, will monitor; Huntington Woods, high level, found both pumps locked up and tripping motor starters, large amount of rags noted in the wet well, several feet of space still available in wet well and no danger of overflow for several hours, arranged for VacCon crew to clean wet well during regular working hours, will follow up VacCon crew with pulling both pumps for cleaning.
- SCADA monitor/response: nothing to report.
- Weekly Plant PM's: Poly Blends, #1, #2; Clarifiers, #1, #2, #3, #4; Grit Snail; Bar Screens, #1, #2; Influent Bypass pump; Final Tanks Bypass pump; deragg Submersible Aerator #1 South.
- Monthly Plant PM's: Grit Snail.
- Quarterly Plant PM's: Decant Pump.
- Semiannual Plant PM's: Decant Pump.
- Annual Plant PM's: Bar Screens, #1, #2. Decant Pump.
- Lift Station PM's: 23 monthly performed and 0 annual.

Water Plant – Well Fields – Booster Stations – Reuse System

- Call out, Lime Slurry pump #3, VFD not operational, performed reset, will monitor.
- Granada Booster Station, loud pump noise, lubricated pump and motor, pump bearing still loud, will monitor.
- Tomoka State Park Booster Station, lubricated pump and motor.
- Breakaway Trails and Shadow Crossings Reuse, lubricated and inspected motors and pumps.
- Well 5D, bad air release valve noted, replaced with new stock.
- Granada Booster Station, installed new motor at pump #1.
- Centrifuge Building, confirmed installation of SCADA wiring.

- Well 18SR, removed unused control wiring, installed new sump pumps, replaced electrical wiring for sump pumps.
- Lime Slurry pumps 1 & 2, lubricated as needed.
- Operational Check: Standish booster station; Division wells; Rima wells.

SCADA - OTHER

- VTSCADA, worked with Star Controls on database testing of the lift stations. Installed test sever @ WTP electrical room for Star Controls to use while developing application. Setup team viewed remote access to test server to allow Star Controls remote access to server.
- CEC Controls, met onsite and discussed scope of work for SCADA and controls maintenance during City SCADA Tech's leave of absence.
- Worked with IT to hook up fiber loop to the following stations: LS6M, Well 15D, and Well 4D & Well5D. Fiber loop IP scheme = 10.9.55.x.

Utilities Regulatory Activities

- WWTF Permit Renewal – Staff met with consultant to review comments City provided on the draft WWTF permit renewal due in June 2019 to FDEP. Consultant will make revisions and send another draft for City staff to review.
- Fats, Oils, and Grease (FOG) Program – Staff is compiling information to begin building an operational FOG program for the City. The FOG program is designed to assist in the elimination of sanitary sewer overflows due to clogs.
- Earth Day Event – Staff confirmed 104 students from Ormond Beach Elementary School are attending the City's Earth Day event. The students will participate in activities by the Volusia County Library, the Museum of Arts and Sciences, and a local author doing a book reading.
- Sewer Contributions Evaluation – Staff inspected a second facility on the section of the system in question. The inspection allows staff to communicate with facilities and gain knowledge of their recent discharge activities.
- Cross Connection Control Annual Report – Staff submitted the CCC annual report to the Volusia County Health Dept. The report highlights the backflow device testing compliance of the City.
- Cross Connection Control – Staff is reviewing the data received from the backflow data management contractor to provide the most accurate compliance rate. The data is constantly updated with information from the commercial backflow owners.
- Reviewing Contract Laboratory Data – Due to recent anomalies as compared to internal fecal coliform data, staff is concerned about potential contamination or analytical issues at the contract lab. Staff has scheduled a meeting with the contract lab for next week to discuss these anomalies in order to determine whether to remain using this contract lab for this analyte.
- Industrial Pretreatment Annual Report Revision – Staff submitted the annual IPP report to the FDEP with the requested changes. The IPP report highlights the discharges from the permitted facilities which contribute to the City's sewer collection system and related sampling activities.

Support Services/City Clerk

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

- City Clerk attended weekly City Manager Staff Meeting
- City Clerk attended meeting with Assistant City Manager
- Staff attended and provided support for April 2, 2019, City Commission Meeting
- Staff attended and provided support for April 4, 2019, Quality of Life Advisory Board Meeting