

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report
Date: June 14, 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:

- Combined staff meeting and EOC training
- General discussion meetings with various members of senior staff
- Continued budget discussion meetings with departments

Spoke to, attended and/or met with:

- Attended School Board meeting
- FLC interview regarding receipt of FLC Florida Municipal Citizenship Award
- Met with Doug Thomas, LSAB member, regarding recreation
- Met with Rick Boehm, LSAB member and former Zone 3 Commissioner, regarding recreation
- Walk with the Manager, Police Chief Godfrey was guest walker
- General discussion meeting with City Clerk and new BAB member Joe Hannoush

PIO – Public Information

- Press Releases/Media
 - Created social media feature addressing recent traffic safety issues
 - Media relationship building meetings (Ormond Observer and Volusia Moms)
 - Community/local business relationship building meetings (Ormond Main Street)
- Social Media
 - Social media engagement plan launched
 - Instagram and YouTube added as channels
 - 52 new Facebook “Likes” gained in one week with 2,784 posts reached (number of people who saw a post from us), and 1,487 post engagements (likes, comments, shares)
- Attended
 - Florida Public Relations Association monthly meeting
 - OBPD swearing in ceremony for Adam Wolfe
 - EOC training
 - Florida Law Enforcement Training Academy graduation
- Training
 - Website platform
 - Opengov
 - NIMS

Community Development

Planning

- The following items were reviewed at the June 13, 2019 Planning Board meeting:
 1. 1246 West Granada Boulevard (Shoppes on Granada, Phase 2) drive-thru restaurant. The Special Exception seeks to allow drive thru restaurant (end user has not been identified) and associated site improvements. **Planning Board recommended approval, 4-2 vote.**
 2. 48 West Granada Boulevard, wall signage. The site is the Ormond Garage and is under renovations for a restaurant with a brewery. The Special Exception is needed based on the number and sizes of the existing and proposed signage. **Planning Board recommended, 6-0 vote.**
 3. 2260 Airport Road, land use map amendment. The administrative amendment seeks a land use change from "Public/Institutional" (P/I) to "Suburban Low Density Residential" (SLDR). **Planning Board recommended, vote 6-0.**
 4. 220 East Granada Boulevard, outdoor activity. This is a request to allow outdoor activity, the display of two surfboards) in front of the building at 220 East Granada Boulevard. **Planning Board recommended, vote 6-0.**
- The next Downtown Steering Committee shall be on June 26, 2019 at 6 p.m. at the Anderson-Price building at 42 North Beach Street. The Steering Committee shall review the final components of an updated master plan.
- A variance application has been submitted for the construction of a single-family house at 53 Wilmette Avenue. The variance seeks to reduce the side yard setbacks to 10' and 5' for the lot which is 50' in width. The application shall be heard on July 3, 2019.
- A neighborhood meeting has been scheduled for the Ocean Club project located at 88 South Atlantic Avenue. The project proposes to rezone the property at 88 South Atlantic Avenue from B-4 (Central Business) to PBD (Planned Business Development). The project proposes to demolish the existing structure and re-construct a retail building of approximately 8,596 square feet and associated site improvements. The project representatives have scheduled a neighborhood meeting on Wednesday, June 19, 2019, at 30 South Beach Street (Ormond Beach Regional Library) beginning at 5:30 p.m.
- A neighborhood meeting regarding a Comprehensive Plan land use map application for the land at 135 and 145 North Yonge Street and 195 and 205 Highland Avenue is scheduled for Tuesday, June 25, 2019 at the Ormond Beach Public Library at 30 South Beach Street between 5:30 p.m. and 6:30 p.m. The land use application seeks to (1) Amend the land area of approximately 2.52 acres from "Low Density Residential" to "Medium Density Residential" and (2) restrict the residential units allows on the overall 6.0 acre parcel within the two land uses of "General Commercial" and proposed "Medium Density Residential" to 60 units.

Portions of the project have an expired Planned Business and Residential Development zoning designation associated with the Courtyards project. The project would require (after action on the land use amendment) Site Plan Review Committee review, a neighborhood meeting on the development project, Planning Board review and City Commission action for site development.

Building Inspections, Permitting & Licensing

- 4 new business tax receipts issued.
- 436 inspections performed within the City (37 by private provider).
- 130 permits issued within the City, with a valuation of \$2,451,066.

Development Services

- The Site Plan Review Committee met with:
 1. 1662 North U.S. Highway 1, RaceTrac gas station. Pre-application meeting regarding the concept to establish a permanent business of a bar/tavern that would allow the property to be considered a host vendor for special event activities.

2. Deerfield Trace, pre-construction meeting. Fourteen (14) lot subdivision within Flagler County where Ormond Beach is the utility provider.
 3. 285 Interchange Boulevard, RV and Boat Storage. Construction of an RV and boat storage facility. Based on the existing zoning, a Planned Business Development re-zoning would be required.
 4. 53 North Old Kings Road, child care facility. Review of a fencing plan for an existing child care facility.
 5. Ormond Gateway. Review of the platting requirements for a parcel on the west side of North U.S. 1, across the street from Destination Daytona.
- SPRC projects approved:
 1. Deerfield Trace. 14 lot subdivision within Flagler County where Ormond Beach is the utility provider.
 - Projects under SPRC review include:
 1. 100 West Granada Boulevard, The Pumphouse. 2nd review. Conversion of a dry cleaners to a BBQ restaurant of 1,800 square feet, architectural upgrades, and site improvements.
 2. 18 Stratford Place, easement release. 1st review. Release of a utility easement along the platted rear of the property.
 3. 1280 North US Highway 1, S.R. Perrott Parking Expansion. 2nd review. Modification to the existing approved site plan to add 74 parking spaces, a new driveway, and associated site improvements.
 4. 26 North Beach Street, FUGU Restaurant. 2nd review. Conversion of a medical office to a restaurant with outdoor seating.
 5. 600 South Atlantic Avenue, Ormond Beach Surf Style revision. Revision for project's fire line location.
 6. 1345 North U.S. Highway 1, Total Comfort. 4th submittal. Construct 2-story 25,841 square foot building (phase 2) and RV/boat storage (phase 1) with associated site improvements on an 11.47 acre parcel.
 7. Huntington Green (Flagler County utilities). 3rd review. Provision of utilities to a Flagler County subdivision.
 8. Security First Insurance Company Final Plat. 3rd review. One lot plat of tract 18 of the Ormond Crossings development
 9. 1190 Ocean Shore Boulevard, Dunkin' Donuts Utilities. 2nd review. Sewer services for Dunkin' Donuts to be constructed in unincorporated Volusia County.
 10. 101 Town & Country Lane (Volusia County) Sewer connection. 2nd review. Sewer services for an existing 10 unit multi-family use in unincorporated Volusia County.
 - Below is the construction status of projects under construction:

Project	% Complete
589 South Yonge Street	98%
783 North U.S. Highway 1	50%
Antares of Ormond Beach	0%
Breakaway Trails Ground Storage tank	5%
Cardinal Drive Beach parking	85%
Chase Bank	45%
Coolidge Avenue Office/Warehouse	10%

Granada Pointe	98%
Independence Recycling of Volusia	95%
Love's Travel Store	2%
Lucky's Market	99%
Oceanside Golf and Country Club (seating)	2%
Ormond Beach Surf Style	25%
Ormond RC, Building 1C	55%
Pineland Trail re-alignment	2%
Security First	85%
Shoppes on Granada, Phase 2	80%
Starbucks @ Granada Plaza	85%
Thomas & Betts parking improvements (Phase 1)	90%
Volusia Memorial Mausoleum	80%
WaWa	20%
Residential	
Cypress Trails subdivision	72%
Huntington Green	15%
Huntington Villas	25%
Pineland residential subdivision	60%

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 has completed construction on their 40,000 sf manufacturing plant on Lot 2 and is currently moving into the facility.
 - 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, in collaboration with the Ormond Beach Chamber, has initiated a business retention and expansion survey 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.
 - Continue to meet with regional group focused on growing the innovation and entrepreneurial eco-system in Volusia County.
 - Staff continues participation in the Downtown CRA Master Plan update process.
 - Prospective Business Attraction/Retention/Expansion
 - Staff continues the ongoing outreach to Ormond Beach businesses to assist with expansion opportunities. To date approximately 29 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 sheets 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. The City has been working diligently with the state to obtain reimbursement.
 - 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 fourteen (14) hurricane Irma projects.
 - Preparations for the Munis Phase 3, Utility Billing system are underway.
 - 2019-20 budget preparations are underway.
- Completed Projects - Weekly
 - Processed 18 Journal Entry Batches.
 - Approved 17 Purchase Requisitions totaling \$42,516.05.
 - Issued 21 Purchase Orders totaling \$118,508.01.
 - Prepared 128 Accounts Payable checks totaling \$655,414.67 and 34 Accounts Payable EFT payments totaling \$397,641.25.
 - Issued 873 past due notices on utility accounts.
 - Auto-called 149 utility customers regarding receipt of a past due notice.
 - Processed 465 payments through Interactive Voice Response System totaling \$44,639.09.
 - Grant money 2018-19 fiscal year-to-date total received, \$2.50 million dollars.

Grants

- Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
- Submitted VOCA FY 18-19 monthly report/reimbursement.
- Attended Pedestrian and Bicycle Safety Focused Initiative High Visibility Enforcement (HVE) Roundtable Meeting at FDOT District 5. Application process is expected to open this month for funds beginning after July 1. The program is now handled by UNF instead of USF and they have been working to improve the application process.
- Attended EOC training.

- Attended Local Mitigation Strategy (LMS) quarterly meeting. The LMS requires updating in 2020 and LMS will review the strategy and goals for the upcoming update. The Notice of Funding Availability for Hurricane Michael is expected anytime. Even though the City was not impacted by Michael, it could submit for Tier 3 funding for HMGP projects that are included on the LMS initiatives listing. This could be a possible funding source for Tier 2 Irma projects that did not get funded.
- Volusia County launched the Hurricane Matthew Housing Program that will assist residents with damaged single-family homes or pre-1994 mobile/manufactured homes under a CDBG-DR (Community Development Block Grant-Disaster Recovery) grant of \$3,426,425 through the Florida Department of Economic Opportunity (DEO). A few highlights of the program: applicants must be able to prove damage from Hurricane Matthew; applicants must be income-eligible; applicants must own the home or pre-1994 mobile/manufactured home; if applicants are in a pre-1994 mobile/manufactured home they can either own or rent the lot; funding cannot reimburse for repairs or payments already made; funds will not be issued directly to applicants; if applicants are awarded a grant, payments will be made to contractors on their behalf; this is a grant with no repayment. Applicants will submit a detailed application packet, several backup documents, Volusia County Community Assistance staff will review eligibility, duplication of benefits, damage assessment, environmental assessment, a contractor or vendor will be selected by the county, an agreement will be signed with the county and the contractor, and the homeowner may need to temporarily relocate while work is completed. Detailed information can be found at: www.volusia.org/hurricane-matthew-housing.
- Community Development Block Grant (CDBG) on site monitoring is being scheduled for July.
- Grant reimbursement requests to date for FY 18-19: \$2.4 million

- Other
 - Citizen Contacts
 - Media Contacts
 - Added to and updated items in Latest News, Notices, Activities/Events, and events to the City Calendar on the City's website.
 - Completed weekly events calendar ad for Ormond Observer.

Risk Management Projects

- Investigation of new liability claims
- Coordination of PTSD training
- Managing subrogation claims

Fire Department

- Weekly Statistics
 - Fires: 2
 - Fire Alarms: 5
 - Hazardous: 8
 - EMS: 69
 - Motor Vehicle Accidents: 8
 - Public Assists: 37
 - TOTAL CALLS: 129

- Aid provided to other agencies: 8 Calls – Daytona Beach (4), Volusia County (4)
- 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: 2
- Total EMS patients treated: 50
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 152

- Training Hours
 - NFPA 472: Hazardous 12
 - NFPA 1001: Firefighting 154

- NFPA 1002: Driver 11
- NFPA 1500: Safety/Equipment 39
- EMT/Paramedic 17
- TOTAL TRAINING HOURS: 233

- Station Activities
 - Updated 8 pre-fire plans
 - Conducted 3 fire inspections

- Significant Incidents
 - 6/6/19, 3:43 PM: 342 Bent Creek Ln. – Structure Fire – Responded to a single story wood frame residence with smoke coming from eaves – firefighters made entry through front door – fire located in back bedroom and extinguished – fire originated in center of room where a laptop was located on the floor – battery compartment was burned and melted – residents were not at home.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Accreditation Specialist (Police)
 - Maintenance Worker II (Streets/Public Works)
 - Maintenance Worker II (Wastewater Collection & Reuse/Public Works)
 - Office Assistant IV (Support Services)
 - Part Time Maintenance Worker I (The Casements/Leisure Services)
 - Part Time Maintenance Worker II (Athletic Fields/Leisure Services)
 - Part Time Maintenance Worker II (Building Maintenance/Leisure Services)
 - Permit Technician (Planning)
 - Police Officer (Police)
 - Seasonal Part Time Maintenance Worker II (Andy Romano Beachfront Park/Leisure Services)
 - Treatment Plant Operator C, B, A, or Trainee (Wastewater Treatment Plant/Public Works)

 - Applications Under Review
 - Tradesworker (Building Maintenance/Leisure Services)

 - Interviews Scheduled
 - Firefighter/EMT (Fire)

 - Background/Reference Checks/Job Offers
 - Administrative Assistant (HR)
 - Police Officer (Police)

 - Separations
 - Treatment Plant Operator (Wastewater Treatment Plant/Public Works)

 - 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
 - Blood Drive at City Hall 6-24-19

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: 22
 - Completed: 40
 - In progress: 35
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 50,026
 - Inbound E-Mails Blocked: 30,756
 - Delivered Inbound E-Mails: 19,270
 - Quarantined Messages: 1,501
 - Percentage Good Email: 38.5%
 - Virus E-Mails Blocked: 4
 - Notable Events: None.
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 4
 - Changes: 0
 - Corrections: 0
 - Map/Information Requests: 26
 - Information Requests from External Organizations: 1
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 0 : Total in system = 2,613
 - Meters GPS Located this week: 0 : Total in system = 23,736; 22,926 potable, 799 Irrigation, 11 Effluent
 - Notable Events: None

Leisure Services

Administration

- Staff meeting
- Public Works meeting
- City Manager meeting
- Park visits
- Janitorial Services meeting
- Met with landscape contractor for weekly updates
- Budget prep meeting
- Volusia County School Board meeting
- Budget review meeting
- LSAB meeting
- Vadner Park meeting

- Osceola Elementary PTA meeting
- InfoComm Convention

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

- Tours were given as needed on Saturday and Tuesday through Friday.
- Stacey Matrazzo from Florida Wildflower Foundation held a program on Saturday from 10 am to 11 am.
- EDC summer continued this week with the facility open Tuesday to Friday from 3 pm to 5 pm and Saturday 10 am to 4 pm.
- Enviro Camp was held at the EDC Monday to Friday from 9 am to 3 pm.
- EDC staff and volunteers is holding a Little Learners: Habitats program for children ages 3 to 5 on today from 4 pm to 5 pm.

Athletics

- 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.
- 12U Golden Spikes continue practicing this week on Tuesday through Thursday nights at 6pm at the Nova Fields.
- City Baseball Fundamentals Clinic was held Monday through Thursday from 9 am to 12 pm at the T-Ball Fields at the Sports Complex. (10)
- OBYBSA Pinto Boys All-Star Team practiced on Monday through Wednesday at 5:45 pm at the Quad, Sports Complex.
- SHS Baseball started summer practices on Monday and Thursday at 6pm. This will run through August 1st.

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 SC/Nova Fields
- Continued edging infields (18) weekly at SC/Nova Fields
- Dragged Osceola Elementary & South Ormond (2) softball fields
- Prepped T-Ball for City baseball clinic daily
- Put up "Closed Fields" signs at Sports Complex

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:
 - Monday: Kopy Kats held regular classes. CMT held on stage rehearsal and regular classes.
 - Tuesday: CMT held on stage rehearsal and regular classes.
 - Wednesday: Kopy Kats held regular classes. CMT held on stage rehearsal and regular classes.
 - Thursday: Kopy Kats held regular classes. CMT held on stage rehearsal and regular classes.
 - Friday: CMT held in-school performances, on stage rehearsal and regular classes.
- The Performing Arts Center is preparing to host the following event:
 - Children's Musical Theatre 10th Annual Dance Showcase, Saturday, 7:00 pm (300)

South Ormond Neighborhood Center

- Splash pad open until November 30
- Open park and playground at sunrise to 11 pm daily
- Fitness room
- Open gym
- Youth basketball practice, Wednesday and Friday, 6 pm to 8 pm; Saturday, 11 am to 12:30 pm
- Summer Camp Connection, Monday through Friday, 7:30 am until 5:30 pm
- Summer Food Program, Monday through Friday, breakfast at 9:00 am and lunch at 12 pm

Community Events

- Weekly administrative tasks, office work, meetings, and activities
- Attended Senior Games board meeting
- Assisting Senior Games Committee with planning tasks
- Assisted with Walk with the Manager, June 14
- Preliminary planning of Riverbend Trail Volunteer Appreciation Dinner – June 20
- Planning of 2019 events:
 - Reel in the Fun Fishing Tournament – June 15
 - Independence Day Celebration – July 4
 - Summer Sounds Concert Series – July 12, 19, 26
 - Hometown Heroes Banner Ceremony, November 9

Gymnastics

- June session in progress
- July registration open

Nova Community Center and Special Populations

- FitGyms conducted their personal training and tennis lessons.
- Open Play took place various times during the week for basketball, pickleball, ping pong, the game room and the exercise room.
- Adult Jazzercise Monday through Friday from 9 am to 10 am; Wednesday and Thursday from 5:45 pm to 6:45 pm; Saturday from 9 am to 10 am.
- Summer basketball league takes place Monday through Friday 2 pm to 4 pm.

The Casements

- Tours were held at The Casements on Saturday at 9:30 am and 10:30 am.
- Mercedes Benz Car Club met at The Casements on Saturday from 11 am to 12 pm.
- A wedding ceremony was held in Ormond Memorial Gardens on Saturday from 1 pm to 3 pm.
- A wedding ceremony was held in Rockefeller Gardens on Saturday from 4 pm to 9 pm.
- Enviro Camp Week Two: "Making Waves" took place at the Environmental Discovery Center from 9:00 am to 3 pm, Monday through Friday.
- Art Explosions summer camp took place at The Casements from 9 am to 12 pm, Monday through Friday.
- The Beaux Arts Gallery of Central Florida exhibit remains on display in The Casement's Gallery throughout the month of June.

- Mary Maggio's Italian Cooking Class took place in The Casements Kitchen on Tuesday from 5:30 pm to 8:30 pm.
- A Gala meeting was held at The Casements on Thursday from 10 am to 11 am.
- Pilates took place on Monday and Wednesday from 8:30 am to 9:30 am.
- Yoga took place on Tuesday and Thursday from 10 am to 11:30 am.

Parks Maintenance

- Performed citywide park cleaning and inspections.
- Performed cleaning and posting of reservations at pavilions.
- Filled "s" curve at Nova Park entrance
- Installed signs and reservation box for fish camp at Joyce Ebbets pier.
- Replaced bad boards on Central Park board walk trail.
- Replaced gate hinge and installed repaired airplane toy at Limitless Playground.
- Constructed puppet stage for Environmental Discovery Center.
- Removed Picnic table, BBQ grill and trash container from Cassen 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
- Repaired changing table and leaking water fountain at Andy Romano Beachfront Park
- Unclogged Performing Arts Center ladies' room toilet
- Replaced downspout at Skate Park
- Repaired outside men's toilet at Nova Community Center
- Unclogged Nova Community Center outside ladies' room toilet
- Repaired ladies' and men's room toilets at the Senior Center
- Repair and maintenance of A/C in various City facilities
- Repair and maintenance on restrooms at Andy Romano Beachfront Park
- Investigated water on clay court at the Tennis Center
- Repaired Central Park I men's restroom
- Replaced Streets water filter
- Repaired Nova Community Center water fountain
- Repaired toilet at Cassen Park
- Repaired Splash Pad water flush at Andy Romano Beachfront Park
- Repaired lights at Cassen Park men's bathroom
- Repaired Museum track lighting
- Repaired lights (every other one out) for D.O.T. on Nova

Police Department

Administrative Services

- Staff hosted the Weekly Staff Meeting
- Staff attended Daytona State College Police Academy graduation
- Staff is working on body camera software
- Staff attended a Crime Watch meeting at St. Brendans
- Staff reported no complaints during Truck Fest
- Staff is working on a police officer applicant background
- Staff will be a guest reader at the Ormond Beach library
- Staff is attending a budget meeting
- Staff will be a guest walker at the Walk with the City Manager walk

Community Outreach

- Youth Leadership Council (YLC)
YLC members are reviewing ideas for the LipSync Battle during YLC conference July 11–14, 2019.

- OBPAL Basketball
Practice was held for the boys' basketball teams on Monday and Friday last week. Fifteen (15) boys attended practice at the South Ormond Neighborhood Center. On Wednesday four (4) girls attended practice at the South Ormond Neighborhood Center. Practice continues through the month of July.
- PAL Summer Programs
 - Summer Reading with a Cop
The summer *Reading with a Cop* will be held in at the Ormond Beach Library on Wednesdays at 10:30 a.m. on the following dates: June 26, July 10 and July 24, 2019.
 - Summer Educational Programs
The OBPAL six-week summer partnership with the Department of Leisure Services Summer Connections program begins on June 17. OBPAL will provide summer science, summer art, summer computer lab and summer tutoring at the South Ormond Neighborhood Center. Statistics reveal that students who participate in summer learning programs maintain academic achievement levels for the upcoming school year. OBPAL will partner to provide field trips to area attractions. The first scheduled field trip is Wednesday, June 19 to the Jacksonville Zoo.

Community Services & Animal Control

- Animal Calls responded to: 44
- Animal Reports: 6
- Trap Neuter Release: 0
- Animal Bites: 0
- Animals to Halifax: 0
- Wildlife Calls: 2
- Found Property Reports: 2

Criminal Investigations

- Cases Assigned: 17
- Cases Cleared by Arrest/Complaint Affidavit: 1
- Cases Exceptionally Cleared: 3
- Inactive: 4
- Fraud: 4
- Burglary Business: 0
- Burglary Residential: 0
- Larceny Car break: 1
- Grand Theft: 3
- Auto Theft: 1
- Death Undetermined: 2
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 1
- Robbery: 0
- Assaults: 0
- Police Information: 4
- Suspicious Incident: 1

Records

- Walk - Ins / Window: 73
- Phone Calls: 109
- Arrest / NTA'S: 18
- Reports Generated: 105
- Reports Entered: 90
- Citations Issued: 124

- Citations Entered: 103
- Warnings Entered: 151
- Trespass Warnings: 27
- CORF Entered: 57
- Mail / Faxes / Request: 23

Patrol

- Total Calls: 1,283
- Total Traffic Stops: 262

Operations

- Crime Opportunity Report Forms: 57

06/05/2019

- Stolen Vehicle, 280 Destination Daytona Lane (Giant Recreation World). A travel trailer was stolen from the parking lot.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject failed to scan all the items in the self-checkout line.
- Shoplifting, 333 West Granada Boulevard (Ace Hardware). Subject placed items in his pants and left the store on a bicycle.
- Carbreak, 1505 San Marco Drive. Subject made entry into an unlocked vehicle overnight.
- Battery/Domestic Violence Arrest, 750 East Lindenwood Circle. Subject punched the victim in the face during an argument.

06/06/2019

- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject concealed items and attempted to leave the store.
- Larceny, 114 South Nova Road (Perrines Produce). Victim left a wallet at the store and it ended up stolen.
- Battery Arrest, 197 South Orchard Street. Subject was arrested for battering another subject.
- Warrant Arrest, 52 Brookwood Drive. Subject with a warrant was contacted at this location.
- Battery/Domestic Violence Arrest, 360 Collins Street. Two (2) adult siblings were in a physical disturbance. The aggressor was arrested.
- Trespass Arrest, 110 South Nova Road. Subject returned to the property after warning.

06/07/2019

- Stolen Vehicle, 274 Palm Place. Known person stolen a vehicle from the victim. The vehicle was recovered and charges sent to the State Attorney's Office for the theft.
- Battery/Domestic Violence, 1608 North United States Highway One (1). Subject attempted to hit their spouse with a vehicle during an argument then fled the scene.
- Larceny, 750 East Lindenwood Circle. Known subject stole checks from the victim.
- Trespass Arrest, 1657 North United States Highway One (Loves Truck Stop). Subject returned to the property after warning.

06/08/2019

- Vehicle Pursuit Arrest, 100 Block Williamson Boulevard. Subject carjacked a mail truck from Holly Hill. Officers attempted to stop the vehicle but it fled onto Interstate 95 where it crashed. The driver was arrested by Holly Hill Police Department and Ormond Beach Police filed charges for the fleeing.
- Warrant Arrest, 75 North Capri Drive. Subject with a warrant was contacted at this location.
- Carbreak, 1458 West Granada Boulevard (Bealls). Unlocked vehicle was entered while the victim was inside the store.
- Battery/Domestic Violence Arrest, 1 Lakebluff Drive. Subject battered a spouse during an argument.
- Narcotics Arrest, 5 South Yonge Street. A traffic stop found the driver with marijuana.

- Sex Offense, 145 South Atlantic Avenue (The Cove). A parent called to report that a 12 year old had sexual intercourse with a 17 year old while they were there on vacation.

06/09/2019

- Larceny, 1210 Oak Forest Drive. A handgun was stolen from the home.
- Narcotics Arrest, 600 Block South Nova Road. Subject was found sleeping in a vehicle and had marijuana and paraphernalia in the vehicle.

06/10/2019

- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Subject placed a lower priced barcode on an item and payed a lower price for the item.
- Larceny, 23 Charleston Square. A home health care worker stole items over the past six (6) weeks.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Two (2) subjects concealed items and attempted to leave the store.
- Carbreak, 52 Brookwood Drive. Unlocked vehicle was entered overnight. A wallet was stolen.
- Carbreak, 76 North Arbor Drive. Unlocked vehicle was entered overnight. A handicap placard was stolen.
- Robbery, 1 North Beach Street (Bailey Riverbridge Gardens). Known person stole a backpack by force from the victim. Officers are investigating.
- Narcotics Arrest, 100 South Nova Road (McDonalds). Subject was using narcotics in the bathroom and was arrested.
- Traffic Arrest, 100 Block West Granada Boulevard. Officer attempted to stop a vehicle and it fled. Officers were able to identify the driver and found the driver and vehicle at the driver's home.

06/11/2019

- Battery/Domestic Violence Arrest, 22 Byron Ellinor Drive. Subject hit the victim and called the police on himself.
- Burglary, 279 South Washington Street. Known subject entered the home and stole cash, television, and a vehicle. The vehicle was recovered near the suspect's home. The suspect fled on foot when police attempted contact.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 51
 - Number of Uniform Traffic Citations Issued: 40
 - Number of Written Warnings Issued: 18
 - Number of parking tickets issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 5
 - Number of Crashes with Injuries: 3
 - Number of Crashes with serious bodily injuries: 0
 - Number of fatal Crashes: 1

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 10 Cases initiated
- Zone 2: 3 Cases initiated
- Zone 3: 8 Cases initiated
- Zone 4: 10 Cases initiated
- 5 signs have either been removed or sign cases created.
- 12 tree removal permit requests
- Administrative staff assisted with three (3) walk-in's and sixty-two (62) telephonic inquiries.

Public Works

Airport Operation and Development

- Staff is in receipt of a reservation guarantee letter from Lake Swamp, LLC concerning the City's efforts to reserve and eventually acquire wetland mitigation credits needed for the construction phase of the Runway 9/27 and Taxiway Alpha Extension project. Staff is now working to prepare the formal reservation and sales agreement for presentation to the City Commission. In the interim, the reservation letter is sufficient to allow staff to work with the City's airport consultant to proceed with permitting for the extension project. The acquisition of mitigation credits is contingent upon the City's receipt of grant funding for the project.
- Staff has been notified that portions of the recently completed annual inspection of the airport's Automated Weather Observing Station (AWOS) will have to be re-accomplished. This is due to issues with the inspector's equipment and will not incur additional cost to the airport.
- Staff attended a quarterly meeting of the East Central Metro Area CFASPP Steering Committee at the Daytona Beach International Airport this week. The Continuing Florida Aviation System Planning Process (CFASPP) is a method used within Florida to continually monitor the aviation environment and determine the development requirements to best meet projected aviation demands. This process is a component of the FAA Continuous Airport Systems Planning Process. A primary function of CFASPP is to help keep the Florida Aviation System Plan (FASP) in step with the constant changes by periodically updating the FASP.
- Staff has completed work with the Federal Aviation Administration's Southern Region Office to schedule a site survey for the planned mission support upgrade project at the air traffic control tower. The site survey will occur on June 27, 2019 and will include representatives from the City, the FAA, LS Technologies, and AT&T.

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 completing construction will further increase flows such that all fire hydrants at Security First should meet minimum flows once that construction is complete.
 - US1 Water Main Loop from Broadway Ave. to Pine Tree Drive – Water main installation is complete, final clearance for water main was submitted to health department this week. Contractor working on final punch-list items.
 - Storm and Sewer Lining – Phase 2 – The contractor is expected to begin cleaning the storm lines the week of June 17 with lining to follow a few weeks afterwards.
 - OBSC Improvements – Baseball Field 3 & Soccer Fields 1, 2, 3 Lighting – The project is substantially complete. Contractor is working on site restoration.
 - Water Plant Upgrades – Construction contracts are being finalized for signatures by the contractor.
 - 2019 Roadway Resurfacing – The contractor will begin milling and resurfacing Bovard and Coquina Court at the end of June.
 - Force Main Repairs – Contractor is working in the area of Spanish Waters and A1A.
 - Breakaway Trails Storage and Pumping Improvements – The tank sub-base has been placed and compacted; yard piping work has begun, the contractor is making preparations to pour the tank base.
 - Cassen Park Public Dock and Breakwater – The contractor is expected to mobilize on-site next week.
 - WWTP Sludge Dewatering Improvements – A pre-construction meeting was held on May 16. Material submittals are being reviewed.
 - Bidding:
 - CDBG Ames Parking Improvements & CDBG Landscape Renovations – Bid was awarded at the May 7 CC meeting, contracts are being executed.

- HVAC Replacements – City Hall, SONC, The Casements – The bid was awarded at the May 21 CC meeting, contracts are being prepared for execution.
- Granada Median Landscape Improvements (Orchard Street to I-95) – The apparent low bidder is RJ Landscape Contractors, Inc. Bid award is scheduled for the August 7 CC meeting.
- Memorial Gardens Retaining Wall Improvements – Bids were opened on June 11 and are under review.
- Nova Community Park Underground Electric Utilities – Bids were opened on June 12 and are under review.
- Downtown Landscape Renovations – Design is complete, project will be placed as a disposition item for approval to bid at the July 30 CC meeting.
- Landscape Renovations - Design is complete, project will be placed as a disposition item for approval to bid at the July 30 CC meeting.
- WTP Sludge Residuals Facility Improvements – The project was advertised on May 26, bids are due on June 26. A pre bid meeting was held on June 6.
- Design Projects:
 - North US1 Water Main and Force Main Improvements – A Work Authorization has been approved and survey work has begun for the project. The Water Main project will be combined with the FM improvements project along US1 and bid together as one project.
 - Fleming Ave Stormdrain Improvements – The consultant has submitted 60% design plans. Additional survey work was required and is being performed.
 - Wilmette Avenue Pumping – Provided information to FEMA for project review RFI's. Awaiting FEMA approval and issuance of construction contract agreement.
 - OBSC Improvements – Championship Field 7 – An ECHO grant application was approved by Volusia County. Grant contract documentation is in process. A groundbreaking ceremony was held on June 1.
 - Secondary Raw Water Main – The consultant continues to work on the design plans.
 - Tomoka Elementary Connector Sidewalk & Williamson Blvd Pedestrian Improvements – the consultant is reviewing survey for Tomoka Avenue, and scheduling survey work for Williamson Blvd.
 - The Casements North Side Improvements and Carriage House – Design is in process for the drainage improvements and the Carriage House expansion.
 - Stormwater Master Plan Update - 2019 – The award for design is being placed on the July 30 commission meeting.
 - 2019 Communication Infrastructure – Engineering staff has prepared 60% drawings for the extension of fiber optic facilities from Division Avenue to Fire Station 92.
 - Fleming Avenue Stormwater Pump Station – Preliminary modeling, design and survey are underway.
 - 56 North Beach Street – The consultant's architect and interior designer have taken measurements for the preparation of the 3D model for renovations and space planning of the existing sanctuary building.
 - Police Station/EOC Relocation Study – The kickoff meeting for the study was held and the consultant is preparing the background information and investigating potential sites.
- Departmental Activities
 - 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 2 Indianhead Drive directional bore, per FPL request.
 - Reviewed plans and created approved Work-in-the-Right-of-Way permit for 600 West Granada Blvd. directional bore, per AT&T request.
 - Researched right-of-way information for the Old Tomoka Avenue sidewalk project and updated the survey base drawing to reflect the acquired information.
 - Prepared Corbin Avenue road closure notices.

- Prepared County Use Permit plan set for 22 Morning Star Avenue water service replacement, per Utilities Division request.
- Created a base drawing for Fleet/Public Works proposed landscape improvements, per Landscape Architect's request.
- Continued to finalize the sketch and legal descriptions for right-of-way gaps as part of the Plantation Oaks annexation.
- Researched old as-built files and provided PDF copies of the Breakaway Trails emergency fire protection interconnect, per Utilities Division request.

Environment Management

Street Maintenance - Asphalt/Concrete

- Asphalt patch in front of PW shop; Country Club & Golfview; Fairway & Country Club
- Pulled cones & forms/clean up on Harvard Dr; Fairway & Country Club
- Ripped out & formed up on Cumberland & Putnam Dr
- Concrete pour 6x7 on S Atlantic, Valencia
- Ripped out sunken gutter on Banyan Cir
- Recycled concrete/asphalt

Forestry

- Trimmed and cleaned up at City yards and City Hall (incl. Corbin Ave parking lot at school)
- Trimmed at various bus stop benches
- Maintenance and tree inspection citywide
- Hauled debris to Nova/Transfer Station
- Ground stumps citywide
- Trimming over roof at Senior Center; The Trails subdivision; streetlights in Ormond Lakes subdivision; Tomoka Oaks subdivision
- FDOT trimming on SR40 W/O Orchard
- Picked up large limb from callout on S Saint Andrews
- Removed deceased pine tree on 400 block of John Anderson Dr

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
- Assisted concrete with temporary traffic control on N. Orchard St. by shop entrance
- Trimming in Hidden Hills, Fairview Ave, John Anderson Drive, R-O-W on S Nova at Fernery Trl to Granada; palms growing into road at Grove & Mound on NW side
- Weed control on Nova Rd from Fleming to US1

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 various signs in park at South Ormond Neighborhood Center
- Installed Dead End sign & post at Orchard St & Arroyo Pkwy
- Reinstalled orange traffic delineators at Fluhart/Riverside Dr

Stormwater Maintenance

- Reachout mowing on Arroyo Pkwy; US1
- Locates & basins citywide
- Road repair on Harvard Dr
- Gates & pumps citywide
- Mowed ditch easement at Hand Ave at RR easement
- Catch basins maintenance in Zone 1, Zone 4
- Outfall samples citywide
- Pond maintenance at ABC, Division Rec, Mainsail
- Spray test in Deland
- Pipe repair on Lincoln Ave

Street Sweeping/Streetsweeper (Employee on vacation)

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

Fleet

- Mileage traveled by all departments for the week: 22,751
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 1
 - Non-Emergency Vehicles and Equipment: 5
- Road Calls for the week: 1
- Quick Fleet Facts:
 - Fuel on hand: 8,170 gallons unleaded, 5,750 gallons diesel
 - Fuel used in one week: 2,330 gallons of unleaded and 1,050 gallons of diesel.
 - Fleet completed 38 work orders this week.

Utilities

- Projects Summary
 - Breakaway Trails Reuse Storage and Pumping Improvements – The tank sub-base has been placed and compacted; yard piping work has begun, the contractor is making preparations to pour the tank base.
 - Breakaway Trails Yard Electrical and Pump Upgrades – Emerson RTU is scheduled to be installed the week of June 17.
 - Lift Stations 3M, Tomoka Meadows and Ashford Lakes Improvements – Ashford Lakes control panel delivery scheduled for June.
 - SCADA Integration Services – VTScada alarm text messaging interface module is being replaced due to cell service issues.
 - Shadow Crossings Reuse Pump Facility Upgrades – VE meeting to be scheduled with staff.
 - WTP Elevated Water Tank Rehabilitation – Structural steel arrived on site June 10 and structural repairs are being completed. Paint drawdown sample colors have been approved with the exception of the yellow. An alternate yellow drawdown sample has been shipped from Tnemec Paints for review by staff.
 - WTP LPRO Membrane Replacement – Membrane delivery re-scheduled for June 24.
 - WTP Lime Slaker and Sodium Hypo Upgrades – Construction contracts were sent to the contractor, Odyssey Manufacturing, for signatures.
 - WTP Sludge Residuals Facility Improvements – Bids are due June 26.
 - WWTP Influent Pumps VFD Replacement – Contractor to provide schedule for Emerson Controls PLC programming.
 - WWTP Sludge Dewatering Improvements – A preconstruction meeting was held on May 16.
 - WWTP Operating Permit Renewal – Permit application and payment has been sent.
 - Force Main Repairs – Work has begun in the area of Spanish Waters and A1A.

- US1 Water Main Loop from Broadway Ave. to Pine Tree Drive – Water main installation is complete, final clearance for water main was submitted to health department. Contractor is working on final punch-list items.
- SPRC Projects
 - 88 South Atlantic Avenue, Ocean Club Ormond Beach – Reviewed plans and provided comments.
 - 18 Stratford Place, Easement Release – Reviewed and approved plans.
 - 100 West Granada Blvd, The Pumphouse – Received plans for review.
 - 26 North Beach Street, FUGU Restaurant – Received plans for review.
 - Huntington Green (Flagler County) – Received plans for review.
 - 600 South Atlantic Avenue, Ormond Beach Surf Style – Received plans for review.
 - 1190 Ocean Shore Boulevard, Dunkin' Donuts Utilities Renewal - Received plans for review.
 - 101 Town & Country Lane (Volusia County) Sewer connection - Received plans for review.

Water Treatment

- Delivered 47.24 million gallons for the week ending June 7, 2019 (6.75 MGD).
- Backwashed 11 filters for a total of 580,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through May 30, 2019 @ 6.761 MGD, SJRWMD 2019 allocation @ 7.556 MGD.
- Produced & hauled 81 wet tons of dewatered sludge (65 - 70% solids).
- Operated north & south plant generators for routine PM.
- 12% blended Hypochlorite system, a 12 to 1 ratio, is working extremely well.
- Contractor working on plant elevated tank.
- Operators flushed system hydrants a total of 111,000 gallons.

Wastewater Treatment

- Domestic and Industrial Wastewater flow was 29.99 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 4.28 MGD.
- Produced 29.99 Million Gallons of Reuse.
- Produced 0.00 Million Gallons (NOD) of Surface Water Discharge.
- Most recent annual period ADF Rates (May 01, 2018 – May 31, 2019) (MGD):
 - Influent 4.79 MGD (Permit 8 MGD);
 - Surface Water Discharge 1.12 MGD (Permit 6 MGD);
 - Reuse 4.07 MGD (Permit 10 MGD)
- Hauled 123.18 tons of dewatered residual solids (14%-18% Solids).
 - Current weekly sludge hauling ending 6-7-2019
 - 6 trailer loads of treated sludge were sent to contractor.

Water Distribution

- Responded to 11 reports of customer concerns regarding low pressure or assistance with other plumbing needs.
- Responded to 17 calls for water service leaks.
- Installed 4 new residential water services.
- Replaced 17 broken meter boxes.
- Replaced 10 water services due to low pressure or leaks.
- Performed maintenance activities on 29 fire hydrants on the beachside.
- Performed pressure testing on 12 and repaired 3 City owned BFP devices.
- Performed maintenance activities on 8 main line valves.
- Replaced 2 residential water meters.
- Performed accuracy testing on eleven 2" & one 1½" commercial water meters. Scheduled 2 commercial sites for testing.
- Located 45 valves for leak detection activities.
- Assist Building Maintenance with a repair a leak at Fortunato Park.
- Located 1 residential water meter for the Finance Dept.

- Repaired landscaping due to excavations.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 104 regular and 6 emergency utility locates for the previous week.

Wastewater Collection – Reuse

- Crews responded to 8 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 5 in the conventional system service area. Responded to 3 reuse trouble calls.
- Continued to make adjustments to reclaimed distribution system due to heavy demand.
- Staff met with Fire Department personnel to explain valve configurations at Breakaway Trails.
- Repaired broken sanitary lateral at 15 Bella Vita Way.
- Located and marked reclaimed valve boxes for customers at 8 Lake Ilse Way and 111 Deep Woods Way.
- Responded to irrigation leak at 2 Wild Creek Way. Backflow was leaking because reclaimed main was shut down.
- Rewired PEP pump at 77 Grey Dapple Way. Also added degreaser to PEP tank
- Replaced PEP panel box at 102 Shadow Creek Way.
- Located reclaimed valve box and blow off at Granada Ave. and Oak Ave.
- Follow up on 7 PEP alarms after heavy rain on night before. All systems were good.
- Responded to Breakaway lift station failure caused by lightning strike. Disinfected area the following morning.
- Follow up TV at 63 Carrolwood Cir. – Roots cleaned out.
- Replaced broken sewer valve box at 209 Black Hickory Way.
- Replaced bad PEP pump and rewired at 18 Stallion Way.
- Replaced broken valve box at 132 Black Hickory Way.
- Checked force main pressure on Ocean Shore Blvd. AM Spanish Waters 10 psi, Ocean Mist Hotel 0 psi, Ormond Mall 0 psi.
- Low pressure sewer gauge readings: AM Foxhunters Flat (4 inch) 17 psi, Westland Run 24 psi Shadow Crossing Blvd. (4 inch) 9 psi.

Wastewater Plant – Lift Stations

- Centrifuge Building – assisted Operations with valve exercise as needed, ok.
- Effluent Transfer Pumps, not working properly, reviewed pump operations with Lead Operator, will continue to monitor for future control adjustment.
- 7P, follow up from previous day's repairs, replaced vacuum hose and installed petcock valves at both vacuum hoses.
- Breakaway Trails, replaced upper guide rail brackets at Pump #2 and Pump #3.
- Finals Tanks, replaced surface water discharge alarm, ok.
- Sodium bisulfate pump, install new 120 volt circuit to the new HC-220 controller.
- Breakaway Trails lift station, checked and replaced electrical circuits as needed in pump control cabinet.
- 4P, repaired bad lug on service disconnect for motor #2.
- SCADA, assisted Star Controls as needed with Field Testing of lift stations.
- Breakaway Trails – Rental Thompson portable lift station pump disconnected for return to rental company.
- Responded to Breakaway lift station failure due to SSO caused by lightning strike. Staff utilized a rented Thompson portable lift station to bypass the lift station pumps which would not start due to the lightning strike. Rental extended one week.
- McDonalds, weekly odor control and wet well cleaning, ok.
- WIN911 monitor/response: 6P, phase loss, found generator running and operating station controls, FPL power present and secure, transfer switch showing auxiliary power available but not showing FPL power available. Manually shut down generator, transfer switch transferred back to FPL power on its own, switched generator back to automatic and everything appeared to be operating correctly, contacted Fleet Supervisor to report findings, ok; 9M, phase loss, found power restored upon arrival, station operating within parameters, ok; River Oaks, high level, found wet well pumped down upon arrival, both pumps operational and within

- parameters, found dirty probe, cleaned probe, ok; Spanish Waters, high level, found wet well high, both motor starters tripped. Contractor work was performed on the A1A force main near this station the previous night, station had to be shut down and backed up during the scheduled vendor work, possible continuous extended run time after work was completed and station was placed back online may have tripped the motor starters, watched station pump down in automatic, will continue to monitor station, ok.
- SCADA monitor/response: Harley Davidson, McDonalds, Ormond Lakes #4, 6P, 5P, high starts, cleaned probe, ok; 7M1, uneven starts, reboot VFD, ok; Deer Creek, high starts, cleaned probe, heavy grease in wet well, applied floating lift station degreaser, ok; 7P, uneven starts, replaced dome & probe assembly with new inventory.
 - Ormond Mall, force main pressures: static/1pmp/2pmp = 2/14/18.
 - Spanish Waters, force main pressures: static/1pmp/2pmp = 12/26/28.
 - IL Villagio – Support scheduled FPL outage as needed using trailer mounted generator.
 - 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; deragged Submersible Aerator #1 South.
 - Lift Station PM's: 20 monthly performed and 3 annual.

Water Plant – Well Fields – Booster Stations – Reuse System

- Old reuse pump station at WWTP, continuing efforts for transport and connection of 50 hp pump and motor to Breakaway Trails reuse.
- Breakaway Trails Reuse, prep work for plumbing modifications.
- Found and exercised the 2 interconnect MOV valves, one at Breakaway Trails and one at Deer Creek. Both MOV valves are operational.
- R.O. Vertical Turbine Pump #2, not operating, shuts down during start up, performed electrical check on motor, all good. Ashcroft pressure is malfunctioning will order replacement and install.
- Filter #1 effluent motor operated valve, not responding, continuing to trouble shoot, technician has been contacted for scheduled service call.
- 12% chlorine pump, corrected valve, replaced backup pump with new stock.
- 12% chlorine tank, repaired leaking pipe union.
- Shadow Crossings reuse, made operational changes.

Utilities Regulatory Activities

- Consumer Confidence Report (CCR) –The CCR, as known as the Water Quality Report, was approved by the Volusia County Health Department and is posted to the City's website for review by interested parties. The URL is also included on customer's May-June water bills. Hard copies will be printed and distributed to the City's bulk customers and public locations, such as Public Works office, City Hall (Finance), apartment complexes and the library, to make available its important information.
- Backflow Repair Course – Environmental Regulatory Compliance Coordinator attended a course and received a backflow repair technician license from the University of Florida Treeo Center.

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 budget meeting with City Manager and senior staff
- City Clerk attended weekly City Manager staff meeting/emergency operations training
- City Clerk attended meeting with Public Information Officer regarding website
- City Clerk attended meeting with Assistant City Manager
- Agenda packet preparation for July 30, 2019, Operating Budget Workshop and City Commission Meeting