

**City of Ormond Beach  
Memorandum**

To: Honorable Mayor and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report  
Date: July 19, 2019

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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 senior staff
- Agenda packet review

Spoke to, attended and/or met with:

- Individual budget review meetings with Commission members
- Rotary meeting
- As requested, general discussion meeting with Councilmember Post

**PIO – Public Information**

- Press Releases/Media
  - Walking with the Manager
  - Traffic Advisory – Granada Blvd. at Clyde Morris Blvd. Intersection
- Social Media
  - Safe driving campaign
  - National Hot Dog Day
  - Little League

**Community Development**

**Planning**

- The Historic Landmark Preservation Board unanimously recommended approval (7-0) of a Land Development Code amendment to remove 71 Orchard Lane, a locally designated historic landmark from the City's adopted Historic Landmarks List.
- Development related projects that are scheduled for the July 30, 2019, City Commission are as follows:
  1. 48 West Granada Boulevard, Special Exception for wall signage. The Special Exception seeks to allow thirteen wall signs and one (1) projecting sign for a total of 245.98± square feet of building signage.
  2. 220 East Granada Boulevard, Special Exception for outdoor activity. The Special Exception application seeks to allow the daily outdoor display and rental of two (2) surfboards under certain conditions.
  3. 1246 West Granada Boulevard, Special Exception for drive thru restaurant. The Special Exception seeks to allow a 2,400 square foot Starbucks drive thru as part of a two tenant building of 3,800 square feet.
- Development related projects that are scheduled for the August 7, 2019, (Wednesday) City Commission are as follows:

1. Downtown master plan update draft shall be presented to the City Commission at a City Commission workshop.
  2. First Amendment to the North U.S. 1 Interlocal Service Boundary agreement to include the Plantation Oaks subdivision, including any enclaves surrounding the subdivision.
  3. Notice of intent for the partial right-of-way vacations for (1) Magnolia Street, (2) Gower Street, and (3) Flagler Road. The right-of-way vacations are associated with the Stor-It RV and Boat, Phase 2 Planned Business Development.
  4. 2260 Airport Road, land use amendment. The proposed amendment seeks to change the existing "Public Institutional" (PI) land use to the "Suburban Low Density Residential" (SLDR) land use designation to allow the construction of one single-family dwelling unit
- Planning staff has received a variance application to be heard on August 7, 2019, by the Board of Adjustment and Appeals for the property at 171 Oak Grove Street. The property owner seeks to construct an 11' x 28' hard roof structure over an existing concrete patio requiring a variance of 4.7' to the required 20' rear yard setback for a final rear yard setback of 15.3.
  - Items that are scheduled for the August 8, 2019, Planning Board are as follows:
    1. 906 North U.S. Highway 1, Window World. The project is under code enforcement action and is seeking to allow the outdoor storage through the Special Exception process.
    2. 71 Orchard Lane. A Land Development Code amendment to remove 71 Orchard Lane, a locally designated historic landmark from the City's adopted Historic Landmarks List.
    3. Municode Code Corporation has completed their review of the Land Development Code for consistency with Florida Statutes and internal consistency. The amendments do not include any policy related changes and are recommendations from the Municode Code Corporation.
    4. 99 Portland Avenue. Planned Business Development to expand the existing Stor-It RV and Boat to include Phase II consisting of construction of 106 Boat and RV storage parking spaces.

#### Building Inspections, Permitting & Licensing

- 4 new business tax receipts issued.
- 321 inspections performed within the City (18 by Private Provider).
- 96 permits issued within the City, with a valuation of \$1,224,236.

#### Development Services

- The Site Plan Review Committee did not meet since there were no applicants or discussion items.
- Projects under SPRC review include:
  1. Partial ROW Vacation (Stor-It site plan) for Gower Street, Magnolia Street, and Flagler Road. 2<sup>nd</sup> review. Partial right-of-way vacations associated with the Stor-It project. It is anticipated that the notice of intent to vacate would be on the July 30, 2019, City Commission agenda.
  2. 99 Portland Street, Stor-It Boat & RV Center, Phase 2. 2<sup>nd</sup> review. Expansion of Stor-It RV and Boat to include Phase II consisting of construction of 106 Boat and RV storage parking spaces.
  3. 275 Interchange Boulevard. 1<sup>st</sup> Revision. 124 room hotel and associated site improvements.
  4. 101 Town & Country Lane (Volusia County). 2<sup>nd</sup> Review. Utility connection for existing multi-family development.
  5. Ormond Grande, Preliminary Plat. 1<sup>st</sup> review. Subdivision of 11.86 acres into 60 fee simple town home lots with common area and private road and lot 61 as a 1.40 acre industrial lot.

- 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	2%
Breakaway Trails Ground Storage tank	10%
Broadwater Bridge	15%
Cardinal Drive Beach parking	90%
Chase Bank	70%
Coolidge Avenue Office/Warehouse	15%
Granada Plaza sewer improvements	10%
Granada Pointe	98%
Independence Recycling of Volusia	95%
Love's Travel Store	30%
Lucky's Market	99%
Oceanside Golf and Country Club (seating)	15%
Ormond Beach Surf Style	45%
Ormond RC, Building 1C	65%
Pineland Trail re-alignment	10%
Security First	88%
Shoppes on Granada, Phase 2	90%
Starbucks @ Granada Plaza	100%
Thomas & Betts parking improvements (Phase 1)	92%
Volusia Memorial Mausoleum	95%
WaWa	45%
Residential	
Cypress Trails subdivision	75%
Huntington Green	20%

Huntington Villas	40%
Pineland residential subdivision	70%
Deerfield Trace	15%

### **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 nearing complete 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.
- 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.
  - Staff helped coordinate the Startup Grind Ormond Beach event on Wednesday, July 17, featuring an Ormond Beach entrepreneur.
- Prospective Business Attraction/Retention/Expansion
  - Staff continues the ongoing outreach to Ormond Beach businesses to assist with expansion opportunities. To date, approximately 36 companies have been visited.

### **Finance/Budget/Utility Billing Services/Grants**

#### **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. 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, 100% of expenses have been submitted to FEMA for obligation review.
  - The City was obligated by FEMA for fifteen (15) hurricane Irma projects. To date, the City has been reimbursed for four (4) Project Worksheets totaling \$17,222.30.

- Preparations for the Munis Phase 3, Utility Billing system are underway. FY 2019-20 budget preparations are underway.
- Completed Projects - Weekly
  - Processed 59 Journal Entry Batches.
  - Approved 17 Purchase Requisitions totaling \$161,802.23.
  - Issued 28 Purchase Orders totaling \$182,815.95.
  - Prepared 122 Accounts Payable checks totaling \$501,605.11 and 32 Accounts Payable EFT payments totaling \$297,441.35.
  - Issued 833 past due notices on utility accounts.
  - Auto-called 159 utility customers regarding receipt of a past due notice.
  - Processed 523 payments through Interactive Voice Response System totaling \$60,727.25.
  - Grant money 2018-19 fiscal year-to-date total received, \$2.78 million dollars.
  - Prepared 375 Direct Deposits totaling \$527,264.77.
  - Transferred IRS 941 payment of \$175,831.32.

#### Grants

- Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
  - Worked with various staff members to complete the annual ECHO reports for ECHO funded projects which include two Central Park projects, The Casements/Rockefeller Gardens, Skate Park, Andy Romano Beachfront Park, and the Environmental Discovery Center.
  - Working with the Airport Manager to finalize the closeout of the FAA grant for the rehabilitation of Runway 8-26 (9-27) and the design of the Runway 9-27 extension and Taxiway A extension.
  - Attended weekly staff meeting.
  - Attended Ames Park, Bailey Riverbridge Gardens, Cassen Park improvements and Ames Park Parking CDBG funded project preconstruction meeting.
  - Attended and served as liaison for the Neighborhood Improvement Advisory Board meeting.
  - Grant reimbursement requests to date for FY 18-19: \$2.6 million
- Other
  - Citizen Contacts
  - Completed weekly events calendar ad for Ormond Observer.
  - Placed ad for Hometown Heroes program in the Observer.
  - Updated/added website items as needed.

#### Risk Management Projects

- Continue subrogation claims management
- Schedule workers' compensation training for new police officers and firefighters
- Continue updating master schedule for city properties

#### Fire Department

- Weekly Statistics
  - Fires: 4
  - Fire Alarms: 4
  - Hazardous: 2
  - EMS: 69
  - Motor Vehicle Accidents: 9
  - Public Assists: 41
  - TOTAL CALLS: 129

- Aid provided to other agencies: 6 Calls – Daytona Beach (2), Volusia County (4)
- Total staff hours provided to other agencies: 9
- # of overlapping calls: 25
- # of personnel sent with EVAC to assist with patient care during hospital transport: 5
- Total EMS patients treated: 58
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 74
- Training Hours
  - NFPA 1001: Firefighting 110
  - NFPA 1002: Driver 3
  - NFPA 1021: Officer 3
  - NFPA 1500: Safety/Equipment 52
  - NFPA 1620: Preplanning 12
  - EMT/Paramedic 12
  - TOTAL TRAINING HOURS: 192
- Station Activities
  - Updated 14 pre-fire plans
  - Instructed quarterly CPR and AED course to 12 Ormond Beach residents
  - Provided training for 2 newly hired firefighters. Training consisted of technical rescue, ground and aerial procedures, safety and survival, water supply, attack lines, ventilation, equipment and city geography.

### **Human Resources**

- Staffing Update
  - Approved/Active Recruitment
    - Part Time Maintenance Worker I (The Casements/Leisure Services)
    - Part Time Maintenance Worker II (Building Maintenance/Leisure Services)
    - Part Time Recreation Leader (The Casements/Leisure Services)
    - Police Officer (Police)
    - Seasonal Part Time Maintenance Worker II (Andy Romano Beachfront Park/Leisure Services)
    - Treatment Plant Operator Trainee (Wastewater Treatment Plant/Public Works)
    - Treatment Plant Operator C, B, or A (Wastewater Treatment Plant/Public Works)
  - Applications Under Review
    - Deputy City Engineer (Engineering/Public Works)
  - Interviews Scheduled
    - Accreditation Specialist (Police)
    - Part Time Maintenance Worker II (Parks/Leisure Services)
    - Permit Technician (Planning)
  - Background/Reference Checks/Job Offers
    - Maintenance Worker II (Streets/Public Works)
    - Part Time Maintenance Worker II (Andy Romano Beachfront Park/Leisure Services)
    - Part Time Maintenance Worker II (Parks/Leisure Services)
    - Part Time Recreation Leader (Gymnastics/Leisure Services)
    - Police Officer (Police)
    - Tradesworker (Leisure Services)
  - Separations
    - Office Manager (Leisure Services)
    - City Engineer (Engineering)
    - Part Time Maintenance Worker I (Casements/Leisure Services)

- Employee Events
  - Wellness Plan HSA contribution opportunity: Non-tobacco use affidavits accepted through 12-31-19
  - Wellness Plan HSA contribution opportunity: Skin cancer screenings offered through 12-31-19
  - Wellness Plan HSA contribution opportunity: Wellness Action Team activities offered through 12-31-19

### **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: 31
    - Completed: 65
    - In progress: 41
  - Barracuda Email Security cloud service statistics
    - Total Inbound E-Mails: 41,211
    - Inbound E-Mails Blocked: 23,362
    - Delivered Inbound E-Mails: 17,849
    - Quarantined Messages: 2,345
    - Percentage Good Email: 43.3%
    - Virus E-Mails Blocked: 0
  - Notable Events: None.
- Geographical Information Systems (GIS)
  - Addressing
    - Additions: 6
    - Changes: 0
    - Corrections: 0
  - Map/Information Requests: 8
  - Information Requests from External Organizations: 0
  - CIP Related Projects (pavement management, project tracking map): 0
  - Reclaim Connections Located this week: 5 : Total in system = 2,649
  - Meters GPS Located this week: 0 : Total in system = 23,737; 22,926 potable, 800 Irrigation, 11 Effluent
  - Notable Events:

## Leisure Services

### Administration

- Staff meeting
- Public Works meeting
- City Manager's meeting
- Assistant City Manager's meeting
- Park visits
- Janitorial Services meeting
- Preconstruction meeting regarding Sports Complex speed tables
- Summer camp visits
- Christmas Expo
- Summer Sounds Concert

### Contract Manager – Grounds and Athletic Maintenance

- Operations meeting with Grounds Maintenance account manager
- Operations meeting with Athletic Maintenance account manager
- Public Works meeting
- Site inspections of Grounds Maintenance service areas
- Site inspections of Athletic Maintenance service areas
- Site visits with account managers
- Conduct over-site of enhancement, trimming, install and application projects
- Follow-up to concerns, issues and questions within scope of work
- Weekly administrative assignments and activities

### Environmental Discovery Center

- Tours were given as needed on Saturday and Tuesday through Friday.
- Artist Pam Bleakney gave a Nature's Notes Art Class on Saturday from 10 am to 11:30 am.
- EDC summer hours continued this week with the facility open Tuesday from 3 pm to 5 pm and Saturday 10 am 11:30 am.
- Enviro Camp was held at the EDC Monday to Friday from 9 am to 3 pm.
- Girl Scout Troop 1251 worked on weeding the EDC's Butterfly Garden on Tuesday from 5 pm to 6 pm.
- A Community Gardens volunteer board meeting was held in the EDC classroom on Wednesday from 3:30 pm to 4:30 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.
- Lady Renegades Softball practices continue on Tuesday and Thursday evenings at 6 pm at the Softball Quad at the Sports Complex.
- SHS Baseball continued summer practices on Monday and Thursday evenings at 6 pm at the Sports Complex. Practices run through August 1.

### 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 Skate Park
- Cleaned handball, tennis, and basketball courts at Nova
- Cleaned Magic Forest and the common area of Nova Park
- Picked-up and dropped off equipment to Fleet on "as needed" basis
- Made fuel runs to fill gas cans
- Cleaned all sports parks daily of debris/trash from the events during the week
- Swept out and organized Maintenance Building
- Greased & Cleaned equipment
- Continued dragging infields (18) daily at SC/Nova Fields



- Continued edging infields (18) weekly at SC/Nova Fields
- Dragged Osceola Elementary and South Ormond Fields
- Filled up roll-off dumpster
- Removed goals from Soccer Field 11 and 12
- Edged, weeded and dragged Osceola Elementary 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:
  - Children's Musical Theatre Workshop held a one-day ballet intensive program on Monday.
  - Children's Musical Theatre Workshop held a one-day jazz intensive program on Tuesday.
  - Children's Musical Theatre Workshop held a one-day tap intensive program on Wednesday.
  - Children's Musical Theatre Workshop held a one-day musical theatre intensive program on Thursday.
  - Children's Musical Theatre Workshop held a one-day choreography intensive program on Friday.

#### South Ormond Neighborhood Center

- Splash pad open through November 30
- Open park and playground at sunrise to 11 pm daily
- Fitness room
- Open gym
- Youth basketball practice, Wednesday, 6 pm to 7:15 pm
- Summer Camp, Monday through Friday, 7:30 am to 5:30 pm
- Florida Summer BreakSpot Food Program

#### Community Events

- Weekly administrative tasks, office work, meetings and activities
- Attended 140<sup>th</sup> anniversary of Ormond Beach preliminary planning meeting with OB Historical Society
- Preparing for second Summer Sounds Concert, Friday, July 19, 6 pm to 8 pm
- Assisting with Senior Games tasks
- Begin planning of Reel in the Fun Fishing Tournament scheduled for Saturday, September 7.

#### Gymnastics

- July session in progress
- August registration is open
- Open Gym Friday, July 19

#### 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 continued to meet at various times throughout the week.
- Summer Basketball league games took place Monday through Friday 2 pm to 4 pm.
- Summer Volleyball Program continues on Tuesday and Thursday.
- Camp T-Rec continued this week Monday through Friday from 8:30 am to 2:30 pm.
- Florida Summer BreakSpot Program

### The Casements

- Free tours were held at The Casements on Saturday at 9:30 am and 10:30 am and Monday through Friday on the hour at 1 pm, 2 pm and 3 pm. Self-guided tours are available during regular business hours.
- 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.
- A wedding ceremony was held on Saturday from 8 am to 12 pm.
- Clare Radigan's art exhibit remains on display at through the month of July.
- Casements staff planned and worked at Enviro Camp Week 6 "Dive in Deep" Monday-Friday from 9 am to 3 pm.
- Missing Peace met at Bailey Riverbridge on Tuesday from 4 pm to 5 pm.
- Mary Maggio's cooking class took place on Tuesday from 5 pm to 9 pm.
- The second Summer Sounds Concert took place on The Casements' North Lawn on Friday from 6 pm to 8 pm.

### Parks Maintenance

- Citywide inspection of parks
- Inspected and posted for reservations at pavilions
- Picked up and disposed of wood removed from the Boardwalk Trail
- Replaced boards on the Birthplace of Speed deck
- Completed repairs to the deck at Bailey Riverbridge Park
- Completed repairs to the deck at Ormond Memorial Gardens
- Replaced bench slats at Ormond Memorial Gardens
- Replaced damaged trash receptacle at Ormond Memorial Gardens
- Installed "Slippery When Wet" signs at the Boardwalk Trail
- Picked up and delivered soil to the Community Gardens
- Inspected and repaired wood decking at Central Park I

### Building Maintenance

- Preventative maintenance of City vehicles and equipment as necessary
- Weekly maintenance of fountains at PAC, Bailey Riverbridge, Arroyo, Riviera, Hospital Gardens Park, Fortunato and City Hall
- Weekly inspection of the water wheel and sump pumps at The Casements
- Repaired the roof leak at the Police Department
- Repaired the A/C at the Nova Community Center
- Repaired the A/C at PAL House
- Repaired the ice machine at the Ormond Beach Sports Complex
- Corrected peeling paint on the railing in the PAC Auditorium
- New water fountain plumbed and installed at Riverbend Park
- Ran a waterline to the bike repair pad at Riverbend Park for the bike wash station
- Checked and reset the fire alarm at the Nova Community Center
- Replaced the light fixtures outside the Environmental Discovery Center building
- Repaired the gate at Breakaway Trails
- Repaired the gate at Fleet
- Replaced the sides of the north water fountain at Andy Romano Beachfront Park
- Repaired toilet at Andy Romano Beachfront Park
- Repaired toilet at Fortunato Park
- Replaced the seats on swings at South Ormond Neighborhood Center
- Removed the 4th of July bunting from City Hall
- Replaced compressor in freezer at Performing Arts Center
- Installed digital time clock at Harmony parking lot at Ormond Beach Sports Complex
- Repaired the combination lock set on the City Hall Finance door
- Repaired the exhaust shutter vanes at the WWTP Chlorinator Building
- Repaired the lights at Nova for the D.O.T.
- Wired power to the new water cooler at Riverbend Park

- Repaired the electrical outlets at Central Park II

## **Police Department**

### **Administrative Services**

- Hosted the Weekly Staff Meeting
- Met with Planning Department in reference to proposed PD / EOC locations
- Attended Users Group meeting at Volusia County EOC for radio and reporting updates
- Hosted a Crime View on July 10
- Hosted a supervisor meeting on July 10
- 7-11 hosted *Slurpee with a Cop* on July 11
- Hosted multi-agency NIBERS report writing training on July 16
- Two (2) new officers will start on July 22
- Interviews for the Accreditation Specialist position scheduled for July 23
- Continue working with NID at 45 Kenilworth Avenue
- Received a donated Crash Data Retrieval System for our Traffic Unit from Andy Cospito (Ret.)

### **Community Outreach**

#### **Youth Leadership Council (YLC)**

- Eleven (11) YLC members attended the State of Florida Association of Police Athletic Leagues Annual Youth Leadership Conference July 11 – 14 at Disney's Coronado Springs Resort. OBPAL YLC won first place in the Lip Sync Battle on Thursday, July 11. On Saturday YLC member Akarri Davis won the State of Florida Association of Police Athletic Leagues Annual Boy of the Year Award for 2019. Thank you to Alexis Williams, Avery Randolph and Officer Stokes for attending a chaperone for the conference.

#### **OBPAL Basketball**

- Practice was held for the boys' basketball teams on Monday and Friday last week. Sixteen (16) boys attended practice at the South Ormond Neighborhood Center. On Wednesday four (4) girls attended practice at the South Ormond Neighborhood Center.

#### **PAL Summer Programs**

##### **Summer Reading with a Cop**

- Community Service Officer Justin Soard read to an audience of 22 youth and parents during the July 10 *Reading with a Cop* at the Ormond Beach Library. The theme *celebrated Teddy Bear Picnic* day. The next *Reading with a Cop* is July 24.

##### **Summer Educational Programs**

- Sixty (60) children ages 6 – 9 are participating in the OBPAL summer science, summer art, summer tutoring and summer computer lab classes. One hundred (100) participated in the field trip to Wonder Works on July 10. The next field trip is to Sea World on July 25.

### **Community/Animal Service**

- Animal Calls responded to : 43
- Animal Bites: 1
- Animal Reports: 4
- Animals to Halifax Humane: 4
- Dogs: 2 Cats : 2
- Injured Wildlife: 1
- CSO Soard was the guest reader for Reading with a Cop

Criminal Investigations Weekly Report

- Cases Assigned: 38
- Cases Cleared by Arrest/Complaint Affidavit: 3
- Cases Exceptionally Cleared: 2
- Inactive: 2
- Fraud: 9
- Burglary Business: 0
- Burglary Residential: 5
- Larceny Car break: 8
- Grand Theft: 0
- Auto Theft: 1
- Death Undetermined: 1
- Missing Persons: 1
- Recovered Missing Persons: 0
- Sex Offense/Rape: 1
- Robbery: 0
- Assaults: 3
- Police Information: 4
- Suspicious Incident: 3
- Baker Act: 2
  
- Records
  - Walk - Ins / Window: 115
  - Phone Calls: 122
  - Arrest / NTA'S: 17
  - Reports Generated: 115
  - Reports Entered: 100
  - Citations Issued: 105
  - Citations Entered: 95
  - Warnings Entered: 90
  - Trespass Warnings: 18
  - CORF Entered: 37
  - Mail / Faxes / Request: 39

Patrol

- Total Calls: 1,225
- Total Traffic Stops: 160

Operations

- Crime Opportunity Report Forms: 56

07/10/2019

- Battery/Domestic Violence Arrest, 2181 Durrance Lane. Victim was battered by her boyfriend, who was subsequently arrested.
- Burglary Residence, 450 Tomoka Avenue #101. Suspect broke into the residence through an unlocked window. Home was vandalized and nothing was taken.
- Assist Agency (VCSO), Pursuit. VCSO became involved in a vehicle pursuit of a vehicle that was involved in a drive-by shooting in Daytona Beach. The suspect vehicle continued through the City of Ormond Beach with OBPD units stopping traffic along SR 40 and US Highway 1 to protect motorists. OBPD did not engage in this pursuit. The suspects eventually crashed in Daytona Beach, south of International Speedway Boulevard and all four suspects were taken into custody.

- Burglary Residence, 19 Oakmont Circle. Unknown suspect entered the victim's garage and stole a chain saw.
- Theft, 130 South Nova Road. Two unknown females stole the victim's wallet, which included her Florida ID card, military ID card, debit and credit cards.
- Theft, 1340 West Granada Boulevard (Lowe's). The victim reported that her wallet was stolen from this location. Several frauds have since occurred.
- Shoplifting, 1340 West Granada Boulevard (Lowe's). An unknown suspect (white male, black shirt, tan shorts) stole copper. He fled the area on a red scooter prior to law enforcement arriving. He was last seen traveling eastbound on West Granada Boulevard.
- Shoplifting Arrest, 1521 West Granada Boulevard (Wal-Mart). Suspect stole \$66.93 in merchandise. The offense was witnessed by Loss Prevention. Suspect was arrested and released with a Notice to Appear.
- Carbreak, 10 Fox Hollow Drive. One of three unknown males in what was believed to be a stolen vehicle (gray Jeep) made entry into the victim's unlocked vehicle.
- Carbreak, 14 Fox Hollow Drive. One of three unknown males in what was believed to be a stolen vehicle (gray Jeep) made entry into the victim's unlocked vehicle. Nothing was taken.
- Carbreak, 11 Fox Hollow Drive. One of three unknown males in what was believed to be a stolen vehicle (gray Jeep) made entry into the victim's unlocked vehicle. \$5.00 in change was taken.
- Carbreak, 9 Fox Hollow Drive. One of three unknown males in what was believed to be a stolen vehicle (gray Jeep) made entry into the victim's unlocked vehicle. Nothing was taken.
- Carbreak, 26 Pine Trail. An unknown suspect made entry into the victim's unlocked vehicle. A pair of sunglasses and loose change was taken.

07/11/2019

- Shoplifting Arrest (x2), 1521 West Granada Boulevard (Wal-Mart). Two suspects stole \$47.97 in merchandise from this location. The offense was witnessed by Loss Prevention. Both left the scene, but were located at 1102 W Granada Boulevard. Both were identified, arrested, and transported to the Branch Jail.
- Grand Theft, 1058 North United States Highway One (Kangaroo Express). An unknown customer has used a screen shot of a coupon to steal a total of \$8,282.00 in merchandise over several weeks. The customer would repeatedly scan the coupon to bring the balance to \$0.00 on several occasions. At least two employees may be involved with the thefts.
- Shoplifting Arrest, 1458 West Granada Boulevard (Bealls). Suspect was observed by Loss Prevention to conceal \$60.00 worth of merchandise and exit the store. She was located, arrested, and released with a Notice to Appear.
- Shoplifting Arrest (x2), 1458 West Granada Boulevard (Bealls). Two suspects were observed by Loss Prevention to conceal \$365.94 worth of merchandise and exit the store. They were arrested, and transported to the Branch Jail.
- DUI Crash Arrest, Stonehaven Trail / Main Trail (The Trails Subdivision). Suspect was found to have crashed his wife's motorcycle into the bushes at this intersection. He was determined to be intoxicated. Suspect submitted to Field Sobriety Exercises and was arrested.
- Violation of Injunction Arrest, 2 Maplewood Trail (The Trails Subdivision). During the DUI Crash investigation listed above, it was found that the suspect has an active No Contact Order between him and his wife. He was arrested on this charge as well.

07/12/2019

- Theft, 396 Tomoka Avenue. The reporting person advised that they had to previously remove the water meter from this location due to squatters. He advised that there is a straight pipe in place of the water meter allowing water to continue to flow. There is a possible suspect identified.
- Battery/Domestic Violence Arrest, 30 Baywater Court. Suspect grabbed the victim by the face during an argument and fled prior to officers' arrival. Suspect was involved in a shooting in Daytona Beach, where he fired a rifle into an occupied business. The suspect returned to the residence, at which time officers recognized his vehicle and physical description to match that of the shooting suspect. He was positively identified as the shooter, and was turned over to DBPD at the scene.

07/13/2019

- Battery / Domestic Violence Arrest, 100 Business Center Drive. A witness reported a disturbance between a couple at Nova Road and West Granada Boulevard inside a vehicle. Upon officers' contact, it was determined that one person battered the other. Suspect was arrested and sent to the Branch Jail. Victim Advocate responded to assist the female, who is from out of state.
- Shoplifting, 1521 West Granada Boulevard (Wal-Mart). Loss Prevention reported that a suspect attempted to take \$194.00 worth of steaks, crabs, and lobster without paying. The suspect was confronted by Loss Prevention, where the items were dropped. A possible suspect has been identified.
- Carbreak, 509 South Nova Road. The victim reported that his vehicle was entered and items were taken. The suspect entered a gated storage area after jumping a wall. The suspect then crossed the curtilage of an open trailer. Time element: 1640 to 1648 on 7/08/19. Items taken: Two ladders. Yellow Warner, 24 foot ladder and an antique 8 step ladder. Suspects: Unknown white male riding a blue bicycle with red wheels and white fenders. Evidence: DVD containing video surveillance. An NC4 bulletin was released.
- Burglary-Residence, 11 Cardinal Drive #A. RP placed his \$5,500 watch in a black bag on his nightstand when he left the residence. The watch was gone when he got back. Time frame of 1800-2130hrs. Other valuables in the bag were not taken. CIU notified via email.
- Burglary- Residence, 450 Lakebridge Drive #315. Initial call at 2252 hours was that someone was pounding on a neighbor's door (#315) as if to break it down. The alarm for #315 then went off prior to officer's arrival. The front door was found to have been pried and forced open. Nothing taken from the residence as the alarm appears to have scared off the suspect. Photos taken. CIU notified via email.
- Dead Person, 720 Santa Ana Avenue. Death at assisted living facility. CIU called in and conducting follow up.

07/14/2019

- Shoplifting, 795 West Granada Boulevard. A CVS employee reported that a suspect obtained merchandise without intent to pay for the items. A pair of sunglasses worth \$129.23 was stolen. Suspect was gone on arrival. Charges pending.
- Burglary Residence, 131 Three Bears Trail. Entry through unlocked front door. Home ransacked, nothing taken.
- Suspicious Incident, 1474 West Granada Boulevard (Ormond Towne Square). Reporting person stated that she observed a male put a child into the trunk of a vehicle and then take them back out. Only vehicle information was that it may have been a Chevrolet Cruz with a partial tag. BOLO sent out and incident documented.

07/15/2019

- Recovered Stolen Vehicle, Neptune Avenue / Ocean Shore Boulevard. A stolen 2006 Ford F-350 was located unoccupied at this location. The truck was reported stolen out of Ocala. It was processed and released to the owner.
- Grand Theft, 1340 West Granada Boulevard (Lowe's). Unknown male stole a back pack blower and chainsaw totaling \$468.00. Some description was obtained for follow-up.
- Battery/False Imprisonment/Domestic Violence, 257 Tomoka Avenue. Subjects got into an argument at this location. The argument escalated and the suspect subsequently battered the victim while in his vehicle. The victim attempted to exit the vehicle, but the suspect prevented this. The victim was eventually able to escape from the vehicle at an unknown location in the Ormond Beach area and fled, but the suspect caught up and committed another battery. For some reason, after doing so, the suspect was able to talk the victim into entering his vehicle again. They then ended up at 124 Daytona Avenue in Holly Hill. The suspect would flee from HHPD after being instructed to stop at this location. HHPD was unaware that the vehicle was related to this incident and that the victim was in the vehicle at that time. The victim was eventually able to escape again and seek help at an address on Easy Street in Daytona Beach. The suspect was captured the following shift by HHPD and arrested under our charges.

- Shoplifting, 1458 West Granada Boulevard (Bealls). Loss Prevention Officer witnessed a suspect conceal \$128.00 in merchandise and leave the store without paying. Suspect fled in a vehicle prior to arrival. Description obtained and BOLO completed.

07/16/2019

- Grand Theft, 170 North Old Kings Road #118 (Avante). Unknown person took \$650.00 from the victim's rear pocket of his wheel chair.
- Fraud Arrest, 707 South Atlantic Avenue #228 (Makai Motel). The victim advised that she made a report with DBPD about her wallet being stolen, then discovered that a room at this address was reserved in the victim's name. Made contact with two suspects inside that room. After a lengthy investigation, it was found that one of those suspects used the victim's credit/debit cards to reserve this room. FI Cards and trespass warnings were completed on both subjects. One was released and one was arrested, and transported to the Branch Jail.
- Theft, 33 Division Avenue. Small, red air compressor valued at \$80.00 was stolen from behind the residence.
- Shoplifting Arrest, 1458 West Granada Boulevard (Bealls). Loss Prevention Officer witnessed a suspect concealing \$570.47 worth of merchandise. Suspect was arrested and transported to the Branch Jail.

#### Traffic Unit

Traffic Enforcement Stats:

- Number of Traffic Stops: 35
- Number of Citations issued: 46
- Number of Written Warnings Issued: 10
- Number of Parking Tickets Issued: 0

Traffic Crash Reports:

- Number of Crashes without Injuries: 7
- Number of Crashes with Injuries: 6
- Number of Crashes with Serious Bodily Injury: 0
- Number of Fatal Crashes: 0

#### Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 7 Cases initiated
  - Zone 2: 3 Cases initiated
  - Zone 3: 4 Cases initiated
  - Zone 4: 4 Cases initiated
  - 10 signs have either been removed or sign cases created.
  - 13 tree removal permit requests
- Administrative staff assisted with two (2) walk-ins and ninety-two (92) telephonic inquiries.

#### Public Works

##### Airport Operation and Development

- Staff participated in a pre-construction planning meeting for the project to install new speed tables on the airport/sports complex access road. Seven new speed tables will initially be installed on the road, to be followed by five more following completion of the runway and taxiway extension project. Construction work is expected to commence on July 22.
- Staff met with representatives from AVCON, Inc., to review details of the electrical design work recently completed for the runway and taxiway extension project.
- Staff is working with the Orlando Airports District Office of the Federal Aviation Administration to finalize project closeout documents for the projects to rehabilitate Runway 9/27 and design

extensions of Runway 9 and Taxiway Alpha. These closeout documents pertain to the federal grant which provided 90% of the funds for these projects.

- Staff is working with AT&T and Economy Electric to investigate and rectify an apparent communications problem with Gate 9 at the airport. The gate is functioning normally, but is currently not able to accept data updates.
- Florida Power and Light has completed work to address two issues that resulted in power outages affecting the airport and the airport business park at different times this week.

## Engineering

- Projects Summaries
  - Construction Projects:
    - Ormond Crossings Utility Extensions – Final clearance for force main is pending. Hydrant testing completed after the installation of the loop water main indicated hydrant flows will meet minimum fire flow demands for Security First requirements.
    - US1 Water Main Loop from Broadway Ave. to Pine Tree Drive – Project is complete. Fire hydrants were flow tested this week with results showing flows were in excess of minimum flow requirements for Security First.
    - Storm and Sewer Lining – Phase 2 – The contractor is currently cleaning the storm and sewer lines.
    - Water Plant Upgrades – A pre-construction meeting is scheduled for next week.
    - 2019 Roadway Resurfacing – The contractor is on site replacing curb and gutter; the paving will commence following completion of the concrete work.
    - Force Main Repairs – The work at Spanish Waters & A1A as well as at Laurie Drive & A1A has been completed. Work at Granada Plaza is waiting on the site contractor to complete the private pump station.
    - Breakaway Trails Storage and Pumping Improvements – Work is continuing on the concrete tank walls. The contractor applied for additional demolition permits. Work is anticipated to demolish non-tank structures within the next week.
    - Cassen Park Public Dock and Breakwater – The contractor installed the wooden dock from the shore to the point of where the gangway extends to the concrete dock. Next will be the framing for the dock portion.
    - WWTP Sludge Dewatering Improvements – A pre-construction meeting was held on May 16. Material submittals are being reviewed.
    - CDBG Ames Parking Improvements & CDBG Landscape Renovations – A pre-construction meeting was held on July 17.
  - Bidding
    - HVAC Replacements – City Hall, SONC, The Casements – Bid was awarded at the May 21 Commission meeting, contracts have been executed, and a pre-construction meeting is scheduled for July 24.
    - 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 20 City Commission meeting.
    - Memorial Gardens Retaining Wall Improvements – The apparent low bidder is DSR Construction, Inc. Bid award is scheduled for the July 30 City Commission meeting.
    - Nova Community Park Underground Electric Utilities – Bids were opened on June 12; no bids were received. The project was re-advertised on July 14; bids are due on July 30.
    - Landscape Renovations & Downtown Landscape Renovations – The project will be placed as a disposition item for approval to bid at the July 30 City Commission meeting.
    - WTP Sludge Residuals Facility Improvements – Bids were opened on July 10, and the apparent low bidder is SGS Contracting Services. Bid award is scheduled for the August 20 City Commission meeting.



- Design Projects:
  - North US1 Water Main and Force Main Improvements – Survey work is in process for the Force Main portion of the project. A project coordination meeting is scheduled for July 25.
  - Fleming Ave Stormdrain Improvements – The 90% submittal is expected this month.
  - Wilmette Avenue Pumping – Staff followed up with Army Corps of Engineers (ACOE), and are awaiting decision on permitting.
  - OBSC Improvements – Championship Field 7 – An ECHO grant application was approved by Volusia County. Grant contract documentation is in process.
  - Secondary Raw Water Main – Plans are approximately 75% complete. A 90% submittal is anticipated in August.
  - Tomoka Elementary Connector Sidewalk and Williamson Blvd Pedestrian Improvements - 30% design plans were submitted to FDOT for review.
  - 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 City Commission meeting agenda.
  - Fleming Avenue Stormwater Pump Station – Preliminary modeling, design and survey are underway. The preliminary design report and 30% plans are expected at the end of July.
  - 56 North Beach Street – Conceptual plans have been submitted for staff review.
  - Police Station/EOC Relocation Study – a meeting with the consultant is scheduled this week to receive an update on their work.
- Departmental Activities
  - Staff is working with Security First and their consultants to prepare bid documents and a Joint Participation Agreement with FDOT for the traffic signal at US 1 and Broadway Avenue.
  - Continue to locate, scan, examine, archive, and prepare for storage non-digitized plans submitted by G.I.S. to the Engineering “S” drive and the Engineering Division 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 201 Windward Circle directional bore, as requested by AT&T.
  - Reviewed plans and created approved Work-in-the-Right-of-Way permit for 600 West Granada directional bore, per Brighthouse request.
  - Reviewed plans and created approved Work-in-the-Right-of-Way permits for 125 East Granada Blvd utility pole installation, as requested by AnSCO Engineering.
  - Researched and provided information regarding citizen complaint of unpermitted grade and fill taking place at 670 John Anderson Drive.
  - Completed Tree-in-the-Right-of-Way locate at 1534 Oak Forest Drive, per Streets Division request.
  - Researched and provided right of way maintenance responsibilities for North Beach Street, per Streets Division request.
  - Completed property line ID/stakeout at 429 Division Avenue, per Public Works Division request.
  - Completed Volusia/Flagler County Line and conservation easement stakeout at Briargate Subdivision, per Neighborhood Improvement Division request.

#### Environmental Management

##### Street Maintenance - Asphalt/Concrete

- Pull cones and forms/clean up on Saddle Creek Trl; Pine Shadow Trl
- Ripping out gutter and form up, prepped for concrete on Timberline Trl; finished prepping for concrete
- Early concrete pour on Pine Cone Trl
- Grind sidewalk in front of Public Works office
- Pulled cones and forms from Pine Cone Trl
- Concrete prep, formed up on Kenilworth Ave

- Asphalt patch on Airport Rd

#### Forestry

- Trimmed and cleaned up at City yards and City Hall (incl. Corbin Ave parking lot at school)
- Trimmed at various bus stop benches
- Maintenance and tree inspection citywide
- Hauled debris to Nova/Transfer Station
- Ground stumps citywide
- Removed dead Oak on Parkwood Dr, 500 block of N Ridgewood Ave
- Trimming in Tomoka Oaks (Pine Valley Cir), Public Works over roof by Street Dept; 700 block of Orchard Ave; Ray Mar 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

#### 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
- Installing various signs in Parks
- Installed Bump Ahead sign at Nova Rec
- Installed motorized sign at Fortunato Park
- Retrieving sign and street names from citizen

#### Stormwater Maintenance

- Reachout mowing on Pineland Trl; Nova ponds, Old Kings
- Gutter repair on Pine Cone Trl
- System inspection on Canterbury Woods
- Basins and locates Citywide
- Prep for pipe replacement on Kenilworth; pipe replacement
- Gates and pumps Citywide
- Locates Citywide

#### Street Sweeping/Streetsweeper

- 142 miles of road cleaned
- 30 cubic yards of debris removed

#### Fleet

- Mileage traveled by all departments for the week: 22,525
- PM Services completed for the week
  - Emergency Vehicles and Equipment: 1
  - Non-Emergency Vehicles and Equipment: 6
- Road Calls for the week: 0

- Quick Fleet Facts:
  - Fuel on hand: 13,942 gallons unleaded, 11,603 gallons diesel
  - Fuel used in one week: 2,044 gallons of unleaded and 942 gallons of diesel.
  - Fleet completed 41 work orders this week.

## Utilities

### Projects Summary

- Breakaway Trails Reuse Storage and Pumping Improvements – The tank walls have been sprayed with shotcrete over rebar.
- Breakaway Trails Yard Electrical and Pump Upgrades – 480 volt power is energized, cutover of the lift station is underway.
- Lift Stations 3M, Tomoka Meadows and Ashford Lakes Improvements – Ashford Lakes pump control panel and RTU submittals have been approved by the Engineer. Control panel and RTU tentative delivery dates will be in early August.
- SCADA Integration Services – VTScada for the WTP scheduled for live testing July 18 and 19.
- Shadow Crossings Reuse Pump Facility Upgrades – Value Engineering (VE) meeting scheduled for July 22.
- WTP Elevated Water Tank Rehabilitation – Tank painting scheduled to be completed August 16.
- WTP LPRO Membrane Replacement – Membrane replacement completed for skids 1 and 2, testing scheduled to be completed July 16. Membrane replacement for skids 3 and 4 scheduled to be completed July 29.
- WTP Lime Slaker and Sodium Hypo Upgrades – A pre-construction meeting is scheduled for next week.
- WTP Sludge Residuals Facility Improvements – Bids were opened on July 10, and the apparent low bidder is SGS Contracting Services. Bid award is scheduled for the August 20 City Commission meeting.
- WWTP Influent Pumps Variable Frequency Drive (VFD) Replacement – Vendor PLC programming for VFD #2 is scheduled for July 22.
- WWTP Sludge Dewatering Improvements – Equipment submittals are under review.
- WWTP Grit Removal and Disposal Services – Contractor is scheduled to start grit removal on July 25.
- WWTP Clarifier Covers – Contractor provided quote (\$240k for clarifiers plus \$64k to install). For future programming.
- WWTP Chemical Storage Building – Needs new purlins and skin.
- WWTP Sand Filter Effluent Channel – Needs pump to mitigate impacts of algae; staff waiting on quote.
- WWTP Chlorine Contact Basin – Needs two mixers to mitigate impacts of algae; staff preparing information to support purchase requisition.
- Force Main Repairs – Work has begun in the area of Spanish Waters and A1A.
- Granada Plaza 2" Galvanized WM Replacement – Files transferred to Engineering for internal design and soliciting bids from contractors.
- Septic to Sewer Conversion – SOQ for North Peninsula drafted. Goal is for Disposition item authorizing SOQ to Commission for consideration at August 7 meeting after CIP discussion and vote. Consultant preparing Business Plan (aka SRF Facility Plan) proposal. UE working with PIO to finalize Septic-2-Sewer Brochure.
- Holly Hill reuse interconnect – PW staff from both cities met with Mead Hunt Consultant on July 8. Revised engineering services proposal forthcoming, including operating protocol and construction plans for metered interconnect in vicinity of Holly Hill Dog Park on Alabama Avenue.
- Reclaimed Valve Replacement on West Granada at 5 Oak Avenue - FDOT Utilities Permit to replace an 8" gate valve has been approved. Work is complete.
- Western Service Area Master Plan – Received consultant engineering services proposal for updating Master Plan, including hydraulic modeling of water, wastewater, and reclaimed water

systems to include Daytona Beach parcels within the City's service area. PW & Engineering staff reviewing scope.

#### SPRC Projects (Utilities Review)

- ROW Vacation (Stor-It) Partial Gower, Magnolia, and Flagler – As of 7/15, reviewed and approved vacation request.
- 99 Portland Street, Stor-It Boat & RV Center, Phase 2 – Reviewed and approved plans.
- 275 Interchange Boulevard, Extended Stay America – As of 7/15, reviewed & approved plans.
- Vicinity of 64 Hangar Way, MAC Charter Airport Hanger Expansion – Conducted preliminary review of conceptual plan.
- 101 Town & Country Lane (Volusia County) Sewer Connection – As of 7/15, reviewed and approved plans.
- 520 West Granada Boulevard, Granada Point, Unit 1, Modern Wash – As of 7/15, reviewed plans and provided comments.
- Ormond Grande, Preliminary Plat – As of 7/15, reviewed plans and provided comments.
- Poplar Drive Easement vacation – As of 7/15, reviewed and approved vacation request.
- 1089 North U.S. Highway 1, Boot Hill – Reviewed and approved plans, utilities not affected.

#### Water Treatment (July 7 – July 13, 2019)

- Delivered 41.59 million gallons for the week ending July 13, 2019 (5.94 MGD).
- Backwashed 11 filters for a total of 661,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through July 13, 2019 @ 6.66 MGD, SJRWMD 2019 allocation @ 7.556 MGD.
- Produced & hauled 64.8 wet tons of dewatered sludge (65 - 70% solids).
- Operated north & south plant generators for routine PM.
- Contractor working on Plant Elevated Tank.
- #1 reverse osmosis train was loaded with new membranes and put in service/online.
- Operators flushed hydrants: 176,500 gallons.

#### Wastewater Treatment (WWTF) (July 7 – July 13, 2019)

- Domestic and Industrial Wastewater flow was 36.74 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 5.25 MGD.
- Produced 30.49 Million Gallons of Reuse.
- Produced 6.25 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (July 1, 2018 – June 30-, 2019) (MGD):
  - Influent 4.66 MGD (Permit 8 MGD);
  - Surface Water Discharge 0.95 MGD (Permit 6 MGD);
  - Reuse 4.18 MGD (Permit 10 MGD)
- Hauled 90.92 wet tons of dewatered residual solids (14% to 18% solids)
  - Current weekly sludge hauling ending 7-11-2019
  - 4 trailer loads of treated sludge went to processing facility.

#### Water Distribution

- Responded to 13 reports of customer concerns regarding low pressure or assistance with other plumbing needs.
- Responded to 6 calls for water service leaks.
- Installed 4 new residential water services.
- Replaced 6 broken meter boxes.
- Replaced 3 water meters due to work orders from Finance Dept.
- Performed bi-annual maintenance activities on 7 permanent flushing devices.
- Repaired a 6" WM at 482 N. Nova Rd (Trails Shopping Center). The WM struck by Coastal Cable was located on Stonehaven Trl.
- Repaired a GSP WM leak on Angel Falls Dr in The Falls subdivision.
- Continued yearly fire hydrant maintenance activities in Ormond-by-the-Sea. Performed maintenance on 8 fire hydrants.

- Performed pressure testing on 7 City owned BFP devices.
- Installed a dual check backflow device on a residential water service due to a reverse flow report generated by the Finance Dept.
- Performed flushing activities in Plantation Oaks Subdivision, continued monitoring CL2 levels to optimize flushing times.
- Flushed and checked chlorine residuals on S. Beach St. between Arroyo Pkwy. & Calle Grande Ave.
- Performed valve maintenance activities on 10 main line valves.
- Performed flushing activities in Pine Trails subdivision and Airport Business Park.
- Assisted Mastercraft plumbing with fire service shut down to repair a leak at 240 Interchange Blvd.
- Assisted plumbing company with fire line shut down to replace the fire backflow for Pathways Elementary School.
- Repaired landscaping due to excavations.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 119 regular and 3 emergency utility locates for the previous week.

#### Wastewater Collection – Reuse

- On 7/17, Crews responded to a leaking 12" ductile iron gravity sanitary sewer main located 12 feet underground at the intersection of Granada Boulevard & Clyde Morris Boulevard. The leak is causing an expanding sinkhole depression, compromising the structural integrity of the roadway. Emergency repair quotes are being solicited from utility contractors to seal the pipe breach until a more permanent repair can be programmed in the CIP. Separately, roadway repairs will be required by an appropriate paving contractor to comply with FDOT requirements. This work cannot occur until after the sewer main leak is sealed.
- Crews responded to 21 trouble calls in the Breakaway Trails/Hunters Ridge PEP System service area and 1 in the conventional system service area. Responded to 5 reuse trouble calls.
- Reclaimed system 100% open. Monitoring closely.
- Confirmed that the PEP tank was broken at 37 Carriage Creek Way.
- All Wastewater Collection/Reuse staff completed Cyber Security training.
- Locate reclaim service at 14 Deep Woods Way.
- Locate reclaim service at 27 Laurel Ridge Way.
- Locate and shut off reclaim service at 82 Coquina Ridge Way.
- Replaced 8" gate valve and took pressure reading on reclaimed main at W. Granada Blvd. and Oak Ave. 47psi
- Replaced junction box at 6 Crescent Lake Way.
- Repaired broken 3" reclaimed main at 4 Creekview Way.
- Replaced and rewired PEP pump at 5 Noblewoods Way.
- Locate, mark reclaimed service at 8 Creekview Way.
- Rewire new PEP pump at 18 Coquina Lake Way.
- Rewired new PEP pump at 23 Foxhunter Flat.
- Cleaned 4 sanitary laterals on Preventative Maintenance program.
- Prepped to Clean & TV Granada Blvd. & Clyde Morris Blvd.
- Repaired sanitary lateral at 1417 Oak Forest Dr.
- Rewired PEP pump 15 Huntsman Look.
- Pulled & Cleaned PEP pump 158 Deep Woods Way.
- Checked force main pressure on Ocean Shore Blvd. AM Spanish Waters 10 psi, Ocean Mist Hotel 0 psi, Ormond Mall 7 psi.
- Low pressure sewer gauge readings: AM Foxhunters Flat (4 inch) 18 psi, Westland Run 24 psi Shadow Crossing Blvd. (4 inch) 16 psi.

#### Wastewater Plant – Lift Stations (7-6-19 to 7-12-19)

- Work with VTSCADA Integrator to validate operation, of new system. Trouble shoot and repair as needed.

- 10M, power failure, nuisance calls, troubleshooting in progress.
- 1P, continue increased hands on monitoring.
- SCADA monitor/response: Responded to multiple equipment malfunctions at the Waste Water Plant and lift stations.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System (7-6-19 to 7-12-19)

- SCADA Radio not responding, trouble shoot, identify and correct bad antenna cable connection at Water Tower Radio cabinet.
- Aurora Backwash Transfer pump, begin receiving quotes for repair/replace.
- Work with VTSCADA Integrator to validate operation of new system.
- Responded to equipment malfunctions at the Water Plant and offsite locations.
- Perform Operational Checks at various locations.

Wastewater Collection/Treatment/Disposal Regulatory Activities

- Water Treatment Plant Sanitary Survey Update – Staff provided the Volusia County Health Department an update to activities related to the latest Sanitary Survey Inspection as requested by the Department. Most items are complete or substantially complete. Additionally, staff performed an internal inspection of the raw water production wells in advance of an official inspection by the VCHD. The wells were overall in fair condition, most need general maintenance such as new paint, weed removal and swept out.
- Cross Connection Control Data Management – The CCC data management contract will expire at the end of the year and staff is proceeding with an RFP for a new contract. The contractor provides the City with reports and real time data of backflow device testing compliance of the over 2000 devices in the City's potable water service area.
- WWTF FDEP Inspection – The FDEP performed a thorough inspection of the City's WWTF. The inspection was conducted by 3 FDEP staff including the engineer working on the permit renewal process. Staff received a request for additional information (RAI) concerning both the inspection and the permit renewal. A meeting is set with the City's consultant to address the RAI.
- Wastewater Treatment Plant Permit Renewal – Through the City's contract consultant, the Utility submitted the WWTF permit renewal application. The current permit expires in December and the renewal will allow for updates to better serve the current conditions and operations of the plant.
- Industrial Pretreatment Annual Inspection – Staff received notice from the FDEP about an upcoming inspection of the Pretreatment program. The inspection will be conducted over two days (August 6 & 9, 2019).

**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 weekly meeting with Assistant City Manager
- Agenda packet preparation for July 30, 2019. Operating Budget Workshop and City Commission meeting