

## **City of Ormond Beach Memorandum**

To: Honorable Mayor Costello and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report

Date: May 7, 2010

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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:

- Weekly staff meeting with Department Directors
- Weekly meeting with HR Director
- City Commission Meeting
- Meeting with Assistant City Manager, Finance Director, Economic Development Director and City Clerk on calendar for bond referendum for beach acquisition.
- Final prep for Shade meeting with Assistant City Manager, HR Director and Finance Director.

Spoke to, attended and/or met with:

- Art in the Park event in Rockefeller Gardens
- Speaking engagement at Florida Chapter American Public Works Association in Orlando.
- National Day of Prayer
- Volusia County Economic Development fourth quarter breakfast meeting.
- CIP meeting with Assistant City Manager, Finance Director and Fleet Operations Manager, Economic Development Director and Airport Manager
- Bradford Patton regarding utility bill issues.
- Susan Boyer with Florida Benchmarking Consortium
- Commissioner Kent regarding Zone 2 Issues

### **City Clerks Office**

In addition to routine City Clerk activities the following projects are underway:

- Meetings (Includes attending meetings, preparing packets, distributing material, setting up/clean up meeting rooms and recording meetings):
  - City Commission
  - Quality of Life Advisory Board
  - Neighborhood Improvement Advisory Board

### **Community Development**

- Planning
  - Staff conducted a pre-application meeting for consultants interested in responding to the City's RFP for the downtown stormwater plan and conceptual permit. Approximately 62 engineering firms downloaded the RFP documents from DemandStar. Fifteen firms were at the pre-application meeting. An addendum to the RFP will be issued based upon questions asked at the meeting.
  - Staff attended a meeting that included FDOT and Volusia County regarding Hunter's Ridge traffic mitigation and potential transportation projects. The meeting was organized to discuss transportation mitigation projects among the affected governmental agencies. The applicant was intentionally not invited. FDOT is going to finalize the analysis of Phase 1, 2,

and 3 impacts and associated costs then work on a mitigation plan by phase, taking into account the priorities expressed at the meeting. FDOT will also compare their analysis to Hunter's Ridge findings to see just how far apart both are in terms of the total Proportionate Share responsibility. FDOT should be finished with our portion of the analysis by the end of next week.

Projects discussed for possible prop share mitigation include:

- 1) SR 40 from TCR to Williamson -4LD to 6LD facility;
- 2) TCR from Peruvian to Airport Road – 2LUD to 4LD facility;
- 3) Hand Avenue from Shangri-La to CMB – 2LUD to 4LD facility;
- 4) Hand Avenue from TCR Extended to Williamson – 2LD facility;
- 5) SR40 from Stagecoach to TCR – 4LD to 6 LD facility;
- 6) SR 40 from Cone west to county line – 2LUD to 4LUD facility; and
- 7) Transit operation contributions to Votran.

If the applicant decides to construct phase 1 only and model & monitor phase 2 and 3, FDOT expressed 1) above to be their priority while Volusia County expressed 2) above to be their priority. Since the City has no road facility under its jurisdiction that is adversely affected by this development, Ormond Beach did not have a priority other than it was expressed that we want all efforts to be made to implement the SR40 Feasibility Study which includes Hand Avenue Extension to be built and that in phase 3 contributions to transit operations should be made by the applicant.

- Staff attended a demonstration of the digital sign at Daktronics in Edgewater. The meeting was designed to acquaint staff with the technology, terminology, and the presentation Daktonics intends to make at the City Commission meeting on May 18, 2010.
- Building Inspections, Permitting & Licensing
  - Issued 61 permits with a total valuation of \$1,163,883.00
  - Conducted 283 inspections
  - Issued 7 new business tax receipts
- Development Review
  - Staff agenda items for the Planning Board were prepared and sent out this week regarding the following items:
    - 1) Special Exception on Caffeine's mural;
    - 2) PBD amendment to 500 W. Granada to permit additional uses permitted by the underlying B9 zoning district; permit on-site wine consumption and off-site sales subject to conditions; and eliminate the 15 seat limitation for restaurants.

## **Economic Development**

### **Ormond Crossings**

- Staff transmitted the approved CRA documents to County staff. A meeting with the County Council for review/approval is expected in May.
- Tomoka Holdings is preparing plans regarding zoning and platting of the property.
- Staff is discussing with Tomoka Holdings construction of phase one infrastructure to the development.
- Staff is reviewing federal EDA infrastructure grants opportunities for phase one of the Ormond Crossings project.

Airport Business Park

- Staff is gathering the construction bids for the 2 monument signs and a directory sign at the entrance of Sunshine Boulevard.
- Staff has a meeting scheduled between representatives of the Business Park and FP&L to discuss power related issues next week.

Ormond Beach Chamber and Business Development Partnership (BDP)

- Staff is following up with the Chamber regarding economic development initiatives discussed at the Leadership meeting.
- Staff is appointed to represent city economic development practitioners on the Business Development Partnership Collaborative Economic Information Technology Development Delivery System Committee. The purpose of the group is to improve the Metro Daytona Volusia Economic Development Corporation's (MDVEDC) economic development website to include available properties within the city and county and to enhance local marketing programs to attract prospects to their communities. Demonstrations have been completed by four vendors and a selection process will be forthcoming.

Prospective Business Attraction/Retention/Expansion

- Participated with the surrounding community economic development practitioners on weekly conference calls with the MDVEDC and County staff to discuss potential business opportunities.
- Staff continues the business visitation program with manufacturers in the city to discuss their economic outlook and any assistance/resources they may need to increase capital investment and/or retain/grow their employment levels.
- **Staff worked with the Editor of the Volusia/Flagler Business Report as part of a news story related to industrial growth in Ormond Beach. The site visits included Hudson Technologies, Energizer Personal Care (Hawaiian Tropic), Pace Analytical, and Germ Free Labs, which are all experiencing growth and employment hiring. The first of the two part series was on April 30<sup>th</sup>. The second part will be published in the mid-May edition of the Business Report. Copies will be provided to the Commission.**
- Staff has wrapped up the work with the Volusia County legislative delegation, Daytona Chamber of Commerce for 2010, and our lobbyists at Pennington Law. **Our proposed legislation amendment to the ad valorem tax exemption law was passed by the legislature in HB 1752 and awaits action by the governor.**

Special Economic Development Projects

- The Halifax Area Business Development Partnership and Volusia County have conducted an independent study by KMK Consulting of their delivery of economic development services and has drafted recommendations for the public and private partners to review and make comment. The BDP Executive Committee voted to engage KMK Consulting to conduct additional research on a model public/private organizational structure and investigate private investment funding opportunities for the organization. The BDP Executive Committee voted to rename the organization from BDP to Metro Daytona Volusia Economic Development Corporation. A workshop between MDVEDC and the County Council was held to discuss the partnership roles of the organizations. A meeting sponsored by VCARD and VCOG was held this week to discuss the merits of the new organization. Further discussions between the MDVEDC and County officials continue. **The meeting with the County Council scheduled for May 6 was postponed to work on unresolved issues.**
- A presentation by MDVEDC to the Commission will be arranged following resolution of the County issues.

#### Airport Operation and Development

- Work on the airfield electrical improvements project continued this week. The majority of the heavy construction work is complete. The contractor recently completed installation of the new illuminated windsock, and has begun work to relocate spare components and equipment from the vault to a storage area at the air traffic control tower. Work requiring limited runway closure may be continued, based on proposed project changes. Hoyle, Tanner & Associates will contact FAA to determine if these additional project items may be funded under the current grant. All of the proposed changes are in accord with the provisions of the construction contract.
- Staff conducted a site visit at the airport with a representative from ADT Security Services, regarding a proposal to provide security surveillance technology at the airport. Several potential camera locations were identified, including the air traffic control tower. The Civil Air Patrol has volunteered access to their communications antenna as a possible camera site, and will donate electrical power as needed. The City currently has a JPA with FDOT to fund 100% of the cost of security upgrades at the airport, including perimeter fencing and surveillance technologies.
- Staff continued to work with Code Enforcement to address a credible report of an aircraft maintenance business being conducted improperly at the airport. Code Enforcement communicated with the subject individual, and advised him that he needs a BTR with the City as well as an upgrade of his Category 4 FBO status in order to be in compliance. Reports have been received that indicate this unauthorized business activity continues to take place, so additional code enforcement action may be required.
- Staff completed work this week with the City Attorney and representatives of Hoyle, Tanner & Associates (HTA) to compose for consideration by the City Commission an addendum to the current Professional Services Agreement between the City and HTA, regarding the construction phase of the Airport Electrical Upgrades project. Addendum #1 to Amendment #29 to the Master Agreement between the City and HTA has been submitted for inclusion on the May 18, 2010 City Commission consent agenda.
- Staff completed the FEMA independent study course "IS-00800.b" entitled "National Response Framework, An Introduction." This is one of several courses required in order for the City to continue to receive certain grant monies from the Federal Government. Staff has now completed all required courses.

#### Finance/Budget/Utility Billing Services

- On-going Projects
  - Staff is preparing draft of the personnel budget and the CIP.
  - Staff began assuming the mail responsibilities from Support Services.
  - Staff completed implementation of utility deposit refunds. The refunds will appear as a credit on the applicable customers' monthly utility bill.
- Completed Projects - Weekly
  - Processed 29 Journal Entry Batches (# 2961 - 3023).
  - Approved 13 Purchase Requisitions totaling \$62,968.31.
  - Issued 2 Purchase Orders totaling \$18,822.96.
  - Held pre-RFP meeting for RFP No. 2010-19, Downtown Drainage Master Stormwater Plan for Community Redevelopment Area, on 5/4/2010.
  - Held pre-bid meeting for Bid No. 2010-08, South Distribution Water Main, Phase II, on 5/5/2010.
  - Prepared 170 Accounts Payable checks totaling \$390,028.26 and 24 Accounts Payable EFT payments totaling \$133,596.29.
  - Processed 4,490 cash receipts totaling \$712,739.92.
  - Processed 1,125 utility bill payments through ACH totaling \$65,173.70.
  - Processed and issued 2,959 utility bills with billed consumption of water of 13,488k.

- Issued 590 past due notices on utility accounts.
- Issued 2,959 utility deposit refund credits totaling \$88,906.29.
  
- Completed Projects - Monthly
  - Total billed consumption of water for April 2010 was 136,471K.
  - Completed 279 Initial Reads for April 2010.
  - Completed 138 Re-Reads for April 2010.
  - Completed 374 Final Reads for April 2010.
  - Completed 236 Delinquent Notices for April 2010.
  - Completed 190 Restore of Services for April 2010.
  
- Public Information
  - Press Releases
    - Town Hall Budget Meetings
  
  - Other
    - Citizen Contacts
    - Media Contacts
  
- Grants
  - Grant files maintenance and set up, monthly/quarterly/annual reporting, and reimbursements.
  - The mandatory public hearing for the FY 10-11 annual plan and FY 10-11 – FY 14-15 five year plan was held on May 3 by the NIAB.
  - The recommendations of the NIAB will be presented to the QLB at their May 6 meeting. The annual and five year plans will appear on the June 1 City Commission agenda.
  - VOCA Grant Monitoring was held on May 4 and it went very well and no findings or concerns were mentioned. Staff was commended for running a good program.

### Fire Department

#### Weekly Statistics

1	Fire
3	Fire Alarms
6	Hazardous
69	EMS
9	Motor Vehicle Accidents
27	Public Assists
<b>115</b>	<b>TOTAL CALLS</b>

- Aid provided to other agencies: **13 calls – Volusia County (12), Holly Hill (1)**
- Aid received from other agencies: **1 call – Volusia County**
- Total staff hours provided to other agencies: **21 hours**
- Total staff hours received from other agencies: **1 hours**
- # of personnel sent with EVAC to assist with patient care during hospital transport: **6**
- # of overlapping calls: **30**

#### SIGNIFICANT INCIDENTS

Date: Thursday, April 29<sup>th</sup>

Type of Call: Brush Fire

Address: 381 Creek Ln

Dispatch Time: 5:17 PM

Cleared Time: 6:24 PM

Jurisdiction: Volusia County

Units on Scene: Ormond Beach: Rescue Engine 94, Brush Attack 94, Tanker 94, Brush 93, & Battalion 90. Volusia County: Engine 13 & Battalion 10. Daytona Beach: Engine 7 & Brush Attack 7

Incident Description: Responded emergency to a brush fire in the area of Southern Pines Subdivision and the mobile homes off of Creek Lane. A visible dense black smoke column was showing. A large area was burning with flames above the trees and endangering structures. The fire was up against a mobile home and close to two houses. The fire was quickly brought under control, and extensive mop-up was performed making the area accessible to the Department of Forestry. Cause of fire, an unattended burn barrel on a property at Creek Lane.

Date: Saturday, May 1<sup>st</sup>

Type of Call: EMS

Address: 901 W Granada

Dispatch Time: 3:08 PM

Cleared Time: 3:41 PM

Jurisdiction: Ormond Beach

Units on Scene: Quint 92, Battalion 90, OBPD & EVAC

Incident Description: Responded to a self inflicted gunshot wound to the head. A trauma alert was called to Halifax Hospital with 2 firefighters accompanying EVAC to assist with patient.

Date: Sunday, May 2<sup>nd</sup>

Type of Call: Water Rescue

Address: Palm Ave & Coquina Ave

Dispatch Time: 4:06 AM

Cleared Time: 6:02 AM

Jurisdiction: Volusia County

Units on Scene: Rescue Engine 93, Marine 93, Battalion 90, & Volusia County Sheriff's Office (VCSO)

Incident Description: On Sunday morning, Marine 93 and Rescue Engine 93 were dispatched to assist in a search for 2 missing boaters. The boaters left from a ramp in Tomoka Estates, not returning home at their scheduled time. The Coast Guard searched the Intercoastal Waterway, but was unable to get their vessel into the Tomoka River. The VCSO marine unit was not available until the daylight hours.

Upon arrival, VCSO was on scene and advised to search for an approximately 30 year old male and his 5-7 year old daughter. They had been missing since 8:00 PM Saturday evening. Marine 93 was launched at the Palm Ave boat launch and a search was conducted of the area. The boaters were located at the Tomoka basin and the Intercoastal Waterway. They were uninjured, but their vessel was not operating. Marine 93 towed the boat to the Palm Ave. launch arriving at 5:50 AM and assisted boater in getting his boat out of the water.

#### Operations

- Attended Volusia County Fire Chiefs meeting in Edgewater.
- Continued working on Collective Bargaining related IAFF 2008-2011 contract.
- Attended retirement farewell ceremony for Driver Engineer Miller.
- Met with Building Department regarding fire inspections.
- Met with Fleet regarding truck specs for new Quint.

#### Training Hours

19	EMT Refresher Module 1
2	12 Lead EKG
18	Hydrants

13	Preplanning
24	Tactics
3	Technical Rescue
<b>79</b>	<b>TOTAL STAFF HOURS</b>

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#### Activities

- Serviced 133 hydrants to include: flow testing, inspecting and flushing. (1628 total hydrants with 1394 hydrants completed YTD)
- Conducted 5 fire inspections with 4 safety violations discovered.
- Instructed monthly Healthcare Provider CPR class – 6 students
- Held weekly Fire Explorers meeting at Station 92.

#### Human Resources

- Staffing Update
  - Job Requisitions
    - Police - Police Officer
    - Maintenance Worker II, Streets
    - Firefighter/EMT
  - Approved/Active Recruitment
    - Leisure Services - Summer Counselors for Day Camps at Nova & S.O.N.C., Special Populations (Camp T-Rec) and Enviro Camp at The Casements.
  - Screening/Interviews Scheduled
    - Finance - Account Clerk II – Interviews to be scheduled
    - Police Chief – First round of interviews conducted. List narrowed down to five candidates who will proceed with the Assessment Process on 06-10-10.
  - Background/Reference Checks
  - PT Box Office Attendant, P.A.C.
  - Terminations/Resignations/Retirements
    - Finance – Meter Reader – Resignation – effective 05-31-10
  - Promotions
    - Fire - Firefighter to Driver Engineer - effective 05-12-10
- City Events/Employee Relations Update
  - The City of Ormond Beach Heartwalk Team held a Sloppy Joe Lunch for employees in four locations to benefit the American Heart Association. A lunch of two Sloppy Joe sandwiches, chips and a drink was served in the H.R. Training Room, Police Department Break Room, Public Works Conference Room and the Nova Community Center Activity Room. Other upcoming events are Friendship Day flower fundraiser (May 21) and a Poker Run (June 5). Recycle bins are located in city offices for aluminum cans to benefit the Heartwalk team.
- HR Projects
  - Researching information on Volunteer Program for the City of Ormond Beach. Gathered information from Brevard County, Palm Bay and Leon County.
- Regulatory & Compliance Issues
  - Distributing notice to employees regarding CHIP Reauthorization Act.
- Risk Management
  - Updated to Resolution 98-132 revising the Insurance Requirements for purchases; preparing for presentation to Claims Committee for review and comment.

- Projects
  - Distributed proposed changes in level of insurance coverage for insured facilities to members of the Program Committee via the City Attorney's Office. Distribution planned for next Claims Committee meeting.
  - Assisting Airport Manager and Deputy City Clerk in contacting all occupants at the airport business park (with agreements with the City) regarding current/in-force and correct certificates of insurance.
  - Received information from 9 airport managers in Florida regarding insurance requirements for FBO and fuel farms. Requested Airport Manager use membership directory for all Florida airports to assist in collecting data and compiling results. Report forthcoming.
  - Working on writing the RFP for WC Third Party Administration claim services.

### **Information Technology (IT)**

- Work Plan Projects
  - Hardened Data Center
    - Moved in and resolving minor issues.
    - Server Virtualization – Implementation planning: modeling current environment
    - Document Imaging – City Clerk project – Preparation for RFP
- iSeries system (HTE Sungard Naviline) - None
- Windows Servers: - None
- Networking System: - Internet connection issues, worked with Brighthouse to resolve
- Work Orders: - 59 New work - 54 completed - 61 in progress
- Virus Protection – Email
  - E-mail spam and virus prevention via MX-Logic service.
    - For the week:

Total inbound E-Mails	57,047	Net Inbound E-Mails	47,389
Inbound Bad E-Mail	9,463	Percentage bad mail	16.9%
Virus Messages Blocked	195		

Notable Events: All 9 remote site VPN connections were upgraded to nearly triple the speed from 5Mb x .640Mb to 15Mb x 2 Mb at an additional cost of \$20/month/connection. This should greatly enhance the remote users working environment at these remote locations while working on email, documents and the HTE Naviline modules.

### **Geographical Information Systems (GIS)**

- Addressing Additions: 0 Changes: 0 Corrections: 0
- Map/Information Requests: 22
- Information Requests from External Organizations: 0
- CIP Related Projects (pavement management, project tracking map): 0
- Notable Events: None.

### **Leisure Services**

- Administrative Services
  - Art in the Park attended
  - Review of continuing contract proposals were finalized
  - Public Works Staff Meeting
  - City Manager's Staff Meeting
  - Supervisory Staff Meeting
  - City Commission Meeting

- Review CIP with staff
- Reel mower discussion
- Quality of Life Board meeting
- Weekly park visits
- Preparation for Bailey Riverbridge clean up on May 8<sup>th</sup>
- Movie on the Halifax
  
- Athletics
  - The OBYBSA Competitive Teams, the Lady Renegades and the Golden Spikes, continued practicing this week at the Quad, Nova Fields and the Kiwanis Field.
  - CCA Softball hosted their first game of the Regional Championships this week on Tuesday night at 7:00 p.m. at the Softball Quad on Field 1.
  - The Ormond Beach Youth Baseball/Softball Association continued this week with games Monday through Friday at both the Nova and Sports Complex Fields.
  - The City's Youth Coed Volleyball Program finished its first ever "Game League" this week on Thursday night. The last night consisted of the final "B" games, with the "A" games finished on Tuesday. The "A" teams played some "fun" games, and the night was finished off with pizza, desserts, drinks, t-shirts, as well as team and individual awards. Due to the overwhelming response, a Summer League is currently being formed for the first time.
  - The Ormond Beach Soccer Club's Recreational and Competitive Programs continued their weekly practices with games this weekend at the Sports Complex.
  - The City's Adult Coed Softball Program continued their second half of the season this week, Monday through Thursday at 6:20, 7:30 and 8:40 p.m. The eleven teams (one joining at the halfway point) were split into two divisions, based on their ability and first half records. We now have six "A" Teams and five "B" Teams. Playoffs will begin in two weeks.
  - The City has started a new Adult Soccer Program, which is playing on Tuesday nights at 8:00 p.m. after the Recreational practices. Play is on Fields 4 and 5. There are currently four teams of 15 players each, competing.
  - Luis Camacho is once again renting the Soccer Fields for his Sunday 11 v 11 Adult league. They play each Sunday at 10:00 a.m.
  - Upcoming Activities: City's Men's Adult Baseball League, FSSA Adult Softball Tournament, USSSA Lacrosse Tournament.
  
- Athletic Field Maintenance
  - Mowed baseball fields 1-4 twice a week
  - Mowed common areas
  - Mowed South Ormond outfield; cleaned tennis and basketball courts
  - Went to Osceola Elementary to prep softball fields; cleaned tennis, basketball, and handball courts
  - Nova Park: mowed infields and outfields; cleaned skateboard park, tennis and handball courts
  - Mowed softball fields 1-4 and coed fields
  - Picked-up and dropped off equipment to Fleet on daily basis
  - Made fuel runs for equipment
  - Cleaned restroom, offices and lunch area of Maintenance Building
  - Mowed soccer fields 1-10 twice a week
  - Mowed the right-of-way along Harmony Road that leads to the entrance of the Airport Complex
  - Painted foul lines on softball fields
  - Painted foul lines and prepared baseball fields daily for high school and competitive teams practice and games
  - Repainted soccer fields for recreational and competitive leagues
  - Cleaned up after daily use of the soccer fields

- Prepped softball fields 1-4 for youth rec. leagues, Lady Renegades, CCA, Seabreeze and Father Lopez practice
- Prepped fields 1-5 at Nova Park for practices and weekend games
- Prepped and marked softball field 7 for spring coed softball league
- Placed trash receptacles and player benches on soccer fields
- Prepped T-Ball fields 1-3 and rotary field 4
- Repainted the six small soccer fields at SONC on the softball field
- Worked Saturday morning to get all five softball fields ready for NSA tournament and rec league games
- Started spring maintenance of all irrigation and sprinklers
- Changed blades on our zero-turn rotary mowers
  
- Senior Center
  - Staff hosted normal evening programming including, Kinetic Expressions Dance Academy, Granada Squares Dance, Billiards, Tomoka Duplicate Bridge, Chinmaya Church and the Daytona Community Church.
  
- Performing Arts Center
  - On Friday, April 30<sup>th</sup>, May 1<sup>st</sup> and May 2<sup>nd</sup> the Performing Arts Center hosted four sold-out shows of Menopause The Musical.
  - On Monday, May 3<sup>rd</sup> the PAC held rehearsal for the Pine Trail Elementary School Program. On Thursday, May 6<sup>th</sup>, performances were held during the day for Pine Trail students and at 7:00 p.m. a public performance was held.
  - Rehearsals for Purlie took place on stage on Tuesday from 5:00 p.m. -9:00 p.m.
  - The Performing Arts Center hosted the following classes throughout the week as part of its regular operations.
    - Monday – Hawaiian Dance, Show Club Open Dance, Kopy Kats Open Dance, Children’s Musical Theatre, KEDA
    - Tuesday – Theatre Workshop, Theatre Workshop Dance, Seaside Singers, Webb Tap & Jazz, Rising Starz Spirit League, Simmons Ballet, Judo
    - Wednesday – Show Club Skits, Upbeats Choral, Devito Dance, Kopy Kats Skits, Children’s Musical Theatre, KEDA
    - Thursday – Devito Dance, Tavega Ballet, Kopy Kats, Rising Starz, KEDA
    - Friday – Greene Dance, Children’s Musical Theatre
  - The Performing Arts Center is preparing to host the following events:

May 8 <sup>th</sup>	• 24k Golden Oldies \$18-\$37 - 7:00 p.m.
May 14 <sup>th</sup>	• CMT Presents Happily Ever After & Into the Woods \$10 Adults, Child \$8.00 - 7:00 p.m.
May 15 <sup>th</sup>	• CMT Presents Happily Ever After & Into the Woods \$10 Adults, Child \$8.00 - 7:00 p.m.
May 16 <sup>th</sup>	• CMT Presents Happily Ever After & Into the Woods \$10 Adults, Child \$8.00 - 2:00 p.m.
May 18 <sup>th</sup>	• Warner Velvet Blues Band Concert - Free - 7:00 p.m.
  
- South Ormond Neighborhood Center
  - United Hands meeting took place on Monday at 6:00 p.m.
  - Jazzercise classes were held Monday and Wednesday from 5:30 – 6:30 p.m.
  - Youth basketball practice takes place Monday through Thursday from 5:00 – 7:00 p.m.
  - YMCA youth soccer practices take place Tuesday and Thursday from 5:00 to 6:30 p.m.
  - Mother’s Day program takes place this Saturday from 4:00 p.m. until 6:00 p.m.
  - The splash pad is open from 10:00 a.m. until dusk for the spring and summer.

- Community Events
  - Coordinator attended a Memorial Remembrance Committee meeting at the Casements
  - Community Events staffed Art in the Park Saturday, May 1<sup>st</sup> and Sunday, May 2<sup>nd</sup>
  - Strike of Art in the Park
  - Staff cleaned and stored items used for Art in the Park which included banners, tables, chair, tents, general ground clean-up
  - Delivered and picked up coolers, table covers and utensils to various locations for the Heart walk Sloppy Joe Luncheon
  - Prepared for the 4<sup>th</sup> "Give a Day Get a Day" park cleanup this weekend which will be held at Bailey River Bridge
  
- Gymnastics
  - This weekend we will have tryouts for team levels 2-5 at the Gymnastics Center. Many of the girls have already moved up and are ready to compete.
  - The Cheer Team is getting ready for the Summer Blast CheerFest competition in Myrtle Beach May 22<sup>nd</sup>. The team has been working hard together to finalize and perfect their routine.
  
- Nova Community Center and Special Populations
  - Nova conducted regular adult classes in jazzercise, "take off the pounds sensibly" (TOPS) and Yoga.
  - The Activity Class and Miss Debby's Dance continued their classes for the spring season.
  - Special Populations Jazzercise met on Thursday afternoon for their third class of the spring season.
  - FitGyms conducted their personal training, tennis lessons and FitMoms.
  - Girl Scouts Troop 195 met in the small classroom on Wednesday evening.
  - Athletics met in the gym for Youth Volleyball on Monday and Thursday.
  - Cash reports were completed and submitted each day for rentals and open play passes that were purchased.
  - Open play took place at various times during the week for those who participated in basketball, the game room and the exercise room.
  - Planning for Camp T. Rec included compiling the counselor manuals, continued development of planning spreadsheets, reviewing applications for counselors, interviewing possible summer counselors and developing camper information spreadsheets.
  - Planning for Nova Summer Connection Day Camp included continued development of counselor manuals, reviewing the applicant list for counselors, interviewing counselors and organizing supplies and equipment.
  - The Heart Walk set up for Sloppy Joe lunches was in the Activity Room on Thursday.
  
- The Casements
  - Tours continued this week from 10:00 a.m. to 4:00 p.m. daily.
  - Carolyn Land's exhibit "Perceptions" will be hung in the gallery on Monday.
  - Yoga classes were held on Tuesday morning and Thursday evening this week.
  - Tai Chi classes continued this week on Wednesday evening.
  - Zumba classes continued this week with a Thursday morning class at 10:00 a.m. to 11:00 a.m. and continuing on Thursday afternoons from 4:00 p.m. to 5:00 p.m.
  - The Children's Art Workshop continued this week on Thursday afternoons from 4:00 p.m. to 5:30 p.m. with instructor Sharon Friedman.
  - The Casements Guild Crafters met this Thursday from 12:30 p.m. to 3:00 p.m.
  - Ormond Beach Garden Club met on Wednesday morning from 9:00 a.m. to 1:00 p.m. for their last meeting of the season. A luncheon followed the meeting in the Gallery.

- The Ormond Beach Chamber hosted their final Leadership Meeting at The Casements on Thursday, May 6<sup>th</sup> from 1:00 p.m. to 5:00 p.m. A graduation celebration followed the afternoon session in the Atrium of The Casements until 7:00 p.m.
- National Day of Prayer was hosted by several area churches on Thursday, May 6<sup>th</sup> from 7:00 p.m. to 8:30 p.m. in Rockefeller Gardens.
- Movies on the Halifax is back this evening at 8:00 p.m. featuring Freaky Friday.
- The First Friday event boasts The Casements as “Merchant of the Month”. The event begins at 5:00 p.m. – 8:00 p.m. Free tours and a 20% discount at The Casements Gift Shoppe this Friday only.
- Carolyn Land’s Opening Reception will be held on Friday from 5:00 p.m. to 8:00 p.m. during the First Friday event. Meet and Greet the artist and her work entitled “Perceptions” during the event.
- United Cerebral Palsy hosted a fundraiser in Rockefeller Gardens on Saturday, “Salsa Fiesta” raising awareness of the disease and their ongoing mission to help those touched by Cerebral Palsy.
- Facilities Maintenance
  - Repaired A/C unit in the Collections Department at Public Works
  - Participated in Earth Day Celebration with tree giveaway
  - Replaced security light above mechanical room at the PAC fountain
  - Repaired sink drain at SONC
- Parks and Irrigation
  - Installed new [Toto] toilet at Airport Sports soccer men’s room
  - Repaired men’s room door at Riverbend Nature Park
  - Cleaned up vandalism at Central Park I
  - Replaced deck boards and handrails on dock at Central Park II
  - Installed new partitions in the men’s room at the Airport Sports softball quad
  - Installed new toilet and sink faucets in the men’s room at the Airport Sports softball quad
  - Repaired water cooler at the Nova Recreation Complex
  - Repaired toilet at the Nova Rec concession building
  - Removed graffiti in men’s room at Fortunato Park
  - Installed new bench on dock at Central Park II
  - Installed new cable at Rockefeller Gardens for special events
  - Completed system at Airport Industrial Park
  - Reset master valve timers on Granada Boulevard
  - Located mainline and repaired 1½” valve at Memorial Gardens
  - Ran all zones and replace six rotors at Central Park III
  - Installed new mainline, backflow preventer valve, dug trench at Memorial Gardens
  - Replaced damaged rotor on West Granada Boulevard (car accident)
  - Met with Wastewater and Water Department for connection to reuse tap at Casements
  - Replaced one damaged rotor on West Granada median #8
  - Turned on water on Nova Road for contractors
  - Reset timer at Cassen Park (power outage)

### **Police Department**

- Administrative Services
  - Property & Evidence Room audit and inventory continuing
  - Attended Volusia/Flagler Police Chiefs monthly meeting
  - Met with representative from Laws Publication regarding supplies for Crime Prevention Unit
  - Attended Pastor/Community Meet & Greet at New Bethel AME Church
  - Attended Commission Meeting/Presented certificate of achievement to Det. Elkins

- Community Outreach
  - 25 youths participated in the READ program held at OBE. Youth worked on illustrations and proofed the first draft of their book
  - 17 youths in the Science on Patrol program completed strawberry DNA extraction. The program concludes with parent nights on May 4 and 6.
  - 12 youths in the PAL Basketball participated in the Battle of the Beach Tournament.
  - Research for artists for youth to study during the creation of the SONC/ PAL mural project was completed.
  - Officers Lloyd Cornelius and Gregory Stokes completed an anti bullying presentation at Osceola Elementary on Monday May 3.
  
- Community Services & Animal Control
  - 39 animal calls
  - 3 animal reports
  - 5 animals to FHS
  - 1 animal transported to Tomoka Pines Vet
  - 2 animals returned to owner
  - 1 kitten and 2 dogs adopted out by OBACO
  
- Criminal Investigations
  - Cases Assigned: 16
  - Cases Cleared by Arrest/Complaint Affidavit: 10
  - Cases Exceptionally Cleared: 6
  - Inactive: 7
  - Burglary Residential: 5
  - Larceny Car break: 3
  - Grand Theft: 5
  - Sex Offense/Rape: 1
  - Robbery: 2

Narcotics:

- Two search warrants
- Two buy walks
- East side task force is currently working on a narcotics complaint on Oleander. The task force served a search warrant on this street a month ago and arrested an identified drug dealer.

Comments:

- Two subjects identified in a recent rash of burglaries at Kirby Rentals. Subjects were breaking into storage trailers at the rear of the business and stealing a large amount of aluminum. The arrest and interview of one of the subjects has led to other related type thefts in Holly Hill.
- Subject identified in several burglaries in the Ormond Lakes subdivision. Arrest warrant obtained.
- Two subjects identified in two burglaries where a large amount of jewelry was stolen. The jewelry was recovered and arrest affidavits are being prepared.

Crime Trends:

- Several smash and grabs involving the breaking of glass to business doors and stealing cartons of cigarettes. Video from one business shows four masked subjects wearing gloves enter the store, grab as many cartons that they can carry and flee. The subjects spent less than a minute inside of the business.

- Two local pharmacies have had daytime robberies where a subject has handed the pharmacist a note demanding oxycodone. It does not appear that the robberies are related and both subjects remain at large.
  
- Records
  - Walk Ins / Windows - 211
  - Phone Calls - 294
  - Arrest / NTA'S - 19
  - Citations Issued - 127
  - Citations Entered - 70
  - Reports Generated - 130
  - Reports Processed - 153
  - Mail / Faxes / Records Request - 124
  
- Operations
  - 04/29/10 Power lines down – S Beach between Central & Mound – Traffic light at Granada/Beach out – FPL responded – street closed to traffic - power restored after 3 hours
  - 04/29/10 Retail Theft – Walmart – female arrested without incident
  - 04/30/10 DV – 16 Lake Walden Trail – cross complaints
  - 04/30/10 Burglary – 10 Glen Arbor - safe w/\$3000 and a TV taken
  - 04/30/10 Battery – Rocking Ranch
  - 05/01/10 Burglary – conveyance – 170 Williamson Blvd – Sleep Inn – catalytic converter stolen from vehicle
  - 05/01/10 Suspicious Incident – Female claims she had purse snatched by acquaintance at Houligans – Said she needed a report because she had 40 Roxycotin in her purse – upon further investigation and inquiry for information on friend – victim became angry and said she did not want to pursue the matter.
  - 05/01/10 Myers Act – 108 McCallister – very intoxicated male going to neighbors back door for unknown reasons
  - 05/01/10 Missing boater – Coast Guard, Air 1 involved – lost boater 36 yoa male w/ 5yoa child located by Marine 93 and safely returned
  - 05/01/10 Battery – 8 Pine trail – affidavit completed
  - 05/02/10 DV/Battery – 701 Cordova – suspect fled when officers arrived – suspect is also wanted – search was negative – affidavit completed
  - 05/03/10 Car break – 11 Silver Fox Trl – GPS, money, credit card and tools taken
  - 05/03/10 DV – 701 Cordova Av – repeat – 10-15 Mr. Parker for WRT – New DV charges, new VOP charges and previous night's charges
  - 05/03/10 Car break – 115 Business Center Dr – Metal poles taken from storage trailer over weekend – suspect identified and arrested – some property recovered
  - 05/03/10 Larceny – 615 Andrews Street – jewelry (related to below)
  - 05/03/10 Larceny – 620 Andrews Street – jewelry (related to above)
  - 05/03/10 Larceny – 44 Broadriver – Refrigerator & Wine Chiller stolen off of the pool deck of a foreclosed house.
  - 05/03/10 Armed Robbery – shots fired – 160 Seminole Ave – victim states he was walking from A1A on Seminole when W/M subject approached him and held him at gunpoint. Suspect took victim's wallet and fled toward A1A. Victim chased after suspect (did not believe gun was real) and confronted him at closed Japanese Restaurant on Ormond Pkwy. Suspect pulled his gun and fired it twice and then fled the area northbound on foot. Incident was witnessed by two DBPD officers that were in the area interviewing recent bank robbery witness. OBPD, VCSO, FHP, DBPD officers secured and searched the area, assisted by Air 1 (helicopter) and a VCSO K9. Suspect was not apprehended. CID briefed – circumstances somewhat suspicious

- 05/03/10 Narcotics arrest – 75 N Halifax Drive at Oceanside Country Club. Suspect charged with possession of cocaine, Xanax, and resisting w/o violence
- 05/03/10 Shoplifting – WalMart – 1 arrest
- 05/04/10 Larceny – 1022 N US 1 – S-1 entered the business, unplugged a laptop and walked out with it – W/M mid-late 20's, Mohawk, tattoos on head. Witness did not actually see him take it but assumes he did as the only one there – area search negative
- 05/04/10 Burglary – 119 Deep Woods Way – suspect entered open garage and broke into car – purse and cell phones stolen
- 05/04/10 Attempted robbery – 2001 W Granada Blvd – Walgreens – W/M presented note at pharmacy asking for prescript drugs – no weapons implied or seen – clerk refused – suspect left – last seen headed WB on 40 in small blue p/u truck – bolo issued
- 05/04/10 Disturbance – 145 Old Mill Run – Involved Census Taker - non-resident subject became suspicious and asked for ID – Census Taker produced credentials and left in vehicle after obtaining answers to standard questionnaire – Census Taker was followed to Hess station at Hand/Nova where there was a confrontation. Census taker came to OBPD to make report. Battery occurred in the County and report was completed by VCSO.
- 05/05/10 Burglary – conveyance – 32 Socco Trail – tools taken from truck
- 05/05/10 DV/Battery on girlfriend – Bermuda Estates – adult male arrested
- 05/05/10 Crash – US1/Southland Rd – Vehicle rollover with entrapment – driver airlifted as a trauma alert to Halifax Hospital – US1 temporarily shut down – VCSO & FHP assisted with traffic control
- 05/05/10 Car break – 589 S Center St – suspect entered vehicle – took PSP
- Traffic Unit
  - 05/05/2010 Crash w/ Injury/Road Blockage 1100 BLK W. Granada Blvd.: Four (4) vehicles involved in chain reaction/rear-end collision. SR 40 eastbound was shut down at Clyde Morris Blvd. for about 30 minutes due to extensive vehicle damage, debris, and rescue vehicles. All eastbound traffic was diverted southbound onto Clyde Morris Blvd. during that time. Two at-fault drivers were cited.
  - 05/05/2010 Crash SR 40 at N. Kings Road: A motorist was stopped at the stop sign at SR 40 on N. Kings Road when a westbound vehicle travelling up the sidewalk struck the front end off of his vehicle. The at-fault vehicle then entered the westbound lanes and fled the scene. Officers located and stopped the at-fault driver at 1414 W. SR 40, where it was determined that the driver had blacked out due to a medical condition. The driver was transported to OBMH to be checked out and cited for the crash. A DHSMV (driver license) re-exam paperwork submitted
  - 05/05/2010 Crash w/ Injury, entrapment, road blockage and medical airlift - N. US 1 at Southland Road: At-fault driver left Southland Road directly into the path of a northbound pickup truck. The front end of the at-fault vehicle crashed into the right side of the truck. The truck rolled several times and came to a final rest in the median about 80 feet north of the intersection. The driver, who was not wearing a seatbelt, was found in the crew cab portion of the truck with serious injuries. Northbound US 1 was shut down for about 10 minutes to accommodate landing zone for VCSO Air One, which airlifted him to HMC. One lane on US 1 was shut down for about 40 minutes. Preliminary THI marking, photos, and measurements taken, but so far injuries appear to be non-life-threatening. The at-fault driver was uninjured and was cited for the crash.
  - Continued enforcement of ongoing complaints of speeders on Division Avenue, Hand Avenue, and Fleming Avenue through the Central Park area.
  - Motor officers spent two hours controlling traffic and supplying emergency power to traffic signals on Beach Street in reference to a power outage on Thursday.
  - Motor officers assisted Patrol Division with several calls this week involving DV arrests and establishing perimeters for suspect searches.

- Assisted NID with several parking complaints. Most were resolved with compliance or tow warnings.
- Variable Message Board deployed at the Granada Bridge to alert motorists of event at Rockefeller Gardens.
- Sergeant Smith, Officer Sanders, Officer Pavelka, and Officer Borzner assisted in a funeral procession escort for a retired LEO / Naval Officer on Tuesday.
- Traffic Citations 73
- Parking Citations 4
- Crashes investigated - No Injury 7
- Crashes investigated - With Injury 3
- Selected Traffic Enforcement Patrol (S.T.E.P.) Locations
- Total Citations Issued on S.T.E.P.: 35
  - Self-Initiated Enforcement Locations:
    - 500-800 BLK Division Avenue
    - 600 BLK Hand Avenue
    - Center Street / Arroyo Parkway
    - N. US 1
    - SR A1A
    - 400 BLK N. Ridgewood Avenue
    - 500-1500 BLK N. Beach Street
    - Granada Bridge
  - Enforced Complaints:
    - Central Park area (Division, Hand, Fleming)
    - 100-500 BLK Clyde Morris Blvd.
    - Parking Complaints:
      - 325 Ocean Shore Blvd. (Unfounded)
      - SR A1A / Standish Drive (No violations)
      - Seminole Avenue (Citations Issued)
      - Lowe's Home Improvement (Citations Issued)
      - Cassen Park (No Violations)
- Neighborhood Improvement
  - Weekly inspection statistics by Commissioner Zones
  - Zone 1: 4 Cases Initiated
  - Zone 2: 5 Cases initiated
  - Zone 3: 6 Cases initiated
  - Zone 4: 4 Cases initiated
  - 16 tree removal permit requests
  - Administrative staff assisted with three (3) lobby call and eighty (80) telephonic inquiries.

## **Public Works**

- **Engineering**
  - US1 Forcemain Extension Phase II- Received submerged land lease for watermain bridge attachment as required by FDEP.
  - Airport Rd JPA-Shoulders/ Stormdrain improvements/ Sunshine Lane Turn Lane & Utility Offsets- Project is complete with exception of receipt of As-Builts.
  - Downtown Improvements – The installation of the new furnishings is scheduled to begin on Tuesday, May 4<sup>th</sup>.
  - Ormond Shores Stormdrain Replacement- Purchase order for work is in progress.
  - Rima Ridge Wells 54, 55 & 56- Processed permit applications for well construction.
  - Granada Beach Approach- The contractor sandblasted, stained and sealed the sea-life creatures and bubbles in the new pedestrian sidewalk. The new decorative parking area was cleaned and sealed to protect the area from staining.

- Ormond Parkway Park – The project is 90% complete at this point. The contractor needs to complete a small section of the seating patio, install the furnishings and finish sodding and other minor punch list items.
- SR40 Sidewalk/Trail Phase I - Responded to FDOT request for new plans with changes.
- Cassen Park Boat Ramp Extensions – Poured concrete on Monday Ramps opened on Tuesday morning.
- Division Avenue Stormdrain Pipe Joint Repair – Joint repairs were completed on the main stormdrain line. This will take care of the a +/- 100 foot run from the manhole\_on Washington St; however, future joint repair may be needed on other segments.
- Design Projects:
  - Alcazar-Buena Vista Drainage Area Improvements- Maps were created showing proposed improvements. Proposed catch basins will be staked with a staging lathe to monitor flooding at location.
  - Airport Rd Forcemain / Reuse Extension- Reviewed 90% plan set. RAI received from the County review.
  - OBSC Boundless Playground- Staff is working on the final design.
  - SR40 Sidewalk/Trail Phase III- Resubmitted plans and specs to FDOT
  - LED Lighting Conversion- Staff determined that the 70W LED fixture is the appropriate replacement choice for the existing 175W Metal Halide fixtures.
  - Granada Bridge Decorative Pole Replacement – The project consultant submitted engineered plans to the FDOT for permitting.
  - Vining Court- The consultant is finalizing the plans and specifications for competitive bidding. An issue arose that required additional survey to determine property ownership.
  - Sunshine Blvd.- Staff is soliciting quotations for the replacement of two monument signs and the addition of directory address map.
  - Ormond Crossing IJ/LAP- Received time extension for project.
  - South Ormond Recreation Center Improvements- Received final proposal from Hall Construction.
  - Tymber Creek Widening, Phase I- The letting of this project has been pushed out due to permitting issues associated with aspects of the County's part of the project.
  - Rima Ridge SR40 Entrance- Received permit to construct from FDOT.
  - Tymber Creek Widening, Phase II- County is experiencing permitting delays for the road widening and may not go to construction this fiscal year for Phase 1.
  - Stormwater Study – City commission was presented the study and its recommendations. City Commission was in favor of recommendations. Staff will proceed with implementing the projects and/or scheduling them in the 5 year CIP.
  - Wastewater Treatment Plant Expansion and Rehabilitation – Project is in the bid phase. Due to several contractors indicating that other WWTP projects bid the week before our project they requested we move our project bid opening out 2 weeks. This was determined to be in the City's best interest and the new bid opening date will be April 29<sup>th</sup>.
  - John Anderson Drive – Coordinating scope of project and costs with the consultant.
  - EVRWA Nova Canal Flood Control Study– Coordinated scope modifications to expand the number of outfalls and improve conveyance channels. Commission has been informed of this modification. Results of the updated study are expected in May.
  - Hand Ave. Collector Road Upgrade- The consultant submitted the RAI to SJRWMD.
- Capital Improvement:
  - Researched flood elevation data in old watershed management plan books for data related to May 2009 flooding.
  - Provided plan sets for the N Ridgewood and Rosewood proposed sidewalk construction.

- Administration:
  - Roadway Resurfacing Program- Performed cost analysis and wrote discussion memo regarding current status of the program and future options.
  - RFQ reviews- Completed review of RFQ and performed reading of scoring at public meeting.
  - Pathways Elementary School Pavilion- Contacted the Volusia County Schools Construction Administrator, Ken Klindt to discuss the dissatisfaction of two adjacent residents regarding the pavilion. Ken has had ample contact with these residents and states that there is no flooding resulting from this project and that the VCS does not intend to modify it in any way.
  - Worked on evaluation of continuing contract proposals
  - Prepared and sent application for XU funding on SR 40 Sidewalk Phase 3.
  - Prepared justification for MPO work program changes.
  - Processed project invoices/pay requests totaling \$156,366
  - Prepared a requisition/PO totaling \$15,852
  - Prepared requisition/PO totaling \$2,500
  - Grant Administration:
    - Prepared FRDAP quarterly status report for South Ormond Neighborhood Center ball field lighting improvements project.
    - Routed/transmitted executed disbursement request #9 to FDEP for \$276,533.
- Meetings:
  - Field meeting on SR 40 sidewalk Phase 1 conflicts.
  - Meeting for selection of consultant for continuing contracts.
  - Met with FDOT and Volusia County regarding pedestrians crossing A1A.
- Customer Service:
  - 714 Santa Fe – grade and fill permit met with neighbors
  - 974 S. Nova – DEP permit for contaminated soils
  - 1629 W Granada Blvd – FDOT permit for monitoring well
  - Provided old aerials and copies requested by consultant.
- Other:
  - 35 projects were inspected.
  - 1699 John Anderson non-conforming dock regulations meeting with contractor.
  - Topo of the Jill Alison easement.
  - Survey proposal request for 839 s Atlantic
  - Researched and provided documents related to easements for Oak Forest outfalls.
  - Locate Tree for Neighborhood Improvement Division.
  - Find all As-builts on Breakaway Trails Subdivision and make copies.
- **Street Maintenance**
  - Asphalt / Concrete**
    - Asphalt Stormwater utility patch on Division Ave. at S. Washington St.
    - Repair potholes on Pineland Trail, Melrose Ave. E/O US1 and N. Ridgewood S/O Sanchez
    - Patch roadway on N. Halifax Dr. at John Anderson Drive
    - Repair edge of road N/S Arroyo Parkway, E/O Nova Rd.
    - Pour 28' x 10' pad & 10' x 10' spillway with curb at Ormond Beach Airport
    - Asphalt Water Department utility cut behind Bealls (Ormond Town Square)

**Tree Crew**

- Trimming at City yards and City Hall (including Corbin St. parking lot at school).
- Trimming around benches at various locations
- Trimming citywide
- Flagging on Division Avenue
- Take tree down on Putnam Avenue

**Maintenance Crew**

- Rotated Special Event Bridge signs
- Debris cleanup on Granada Bridge and Memorial Gardens
- Graded roads at all City parks, Airport Sports Complex, and Old Tomoka Rd.
- Graded boat ramps at Fortunato Park, Central Parks II, III & IV and Division Avenue
- Maintenance of various vehicles
- Pick up piles at Ames and Riviera Parks
- ROW trimming citywide
- Repair median hole at Tymber Creek & SR40 with 1.5 yards of limerock
- DOT weed control US1, Division south on west side, then back up east side and under Granada Bridge

**Sign Shop**

- Checked all signs at intersections in Tomoka Oaks subdivision for repair or replacement
- Installed a "Boat Trailer Parking Only" sign at the angle parking at Cassen Park
- Faxed RFQ's to various companies for price quotes on traffic signs & sign posts
- Begin fabricating new high intensity prismatic street names for (15) locations in Tomoka Oaks subdivision
- N. Orchard St. @ Lincoln Ave., installed new crosswalk markings & a new stop bar on Lincoln Ave.
- Repair signs at the following locations:
  - Oak Forest Dr. & N. Beach St., replace a stop sign post hit by a vehicle
  - Seminole Dr. at Osceola Elementary School, replace old "No Parking" signs with new posts & signs

• **Stormwater Maintenance**  
**Maintenance Crew**

- Locates citywide
- Carp barriers inspected and cleaned
- Pipe repair at 1300 Overbrook Dr. & 1208 Northside Dr.
- Vacon line cleaning – Military Blvd.
- Pump station maintenance
- Basin repair – Airport
- Sinkhole repair – Division Ave.
- Reachout mowing – SR40
- Inlets inspected – Hot Spot
- Two in school (Monday thru Thursday) – Aquatic Weed Control Training in Coral Springs

• **Streetsweeper - Street Sweeping**

- 145.8 miles of road cleaned
- 45.0 cubic yards of debris removed

- **Fleet Services**

**PM Services completed for the week:**

Emergency—Vehicles and Equipment

8

Non-Emergency Vehicles and Equipment

14

**Road Calls for the week:**

4

**Accidents for the week:**

0

**Fuel on hand (central fueling station at fleet operations):**

Diesel

5358 gals.

Gas

8063 gals.

**Comments:**

Fleet operating activities are normal.

The annual pump testing for the fire apparatus will begin next week.

- **Utilities**

- Preparing responses to request for additional information correspondence received from the SJRWMD review of the City's Consumptive Use Permit (CUP) Compliance Report submittal. Forwarded information concerning service area designations to planning department requesting mapping and agreement assistance with the information request. Received approval for extension of time from the District for preparation of response items to the Request for Information.
- Cross Connection Control (CCC) Program Management Services with Hydro Designs, Inc. (HDI): Received amended draft CCC Plan and Ordinance for review by staff. Draft CCC Plan at VCHD for review.
- Fire Hydrant Replacement Program – Project documents were revised to modify bid docs for hydrants to be replaced on the peninsula.
- Investigating the flow differences between Melrose Avenue and Sanchez Avenue on N. Beach Street. Flow differences were caused by the lack of water main loops in that area.
- Open Top Roll-Off Style Container Filter – Reviewed the bid documents. Specifications will be revised to use an open top container filter that can be dewatered using a pump
- Ormond Beach Wastewater Treatment Plant Rehabilitation Project – The project is essentially complete. Staff to prepare Change Order #2 upon receipt of additional contract time request and justification from Contractor. The proposal will be modified to be actual cost with an estimate for 180 days of time. The lead pump variable frequency drive (VFD) will fault during an instantaneous power glitch but does not adversely affect station operation since the lag pump will automatically be switched to the lead pump role. The VFD manufacturer was contacted to determine if a time delay can be adjusted so the fault signal will not be transmitted during these short duration power glitches. A time delay was programmed into the unit. The pump impeller attachment bolt and washer configuration is being modified by the pump manufacturer to eliminate locations that currently accumulates rags within the unit. The modified bolt and washer is scheduled for delivery and installation next week. A meeting was held with the FDEP representative for the SRF Loans. All documentation was in proper order.
- Gravity Sewer Pipeline Repair – Began preparing specifications for repairs.
- Water Treatment Plant High Service Pump Station VFD Conversion - The total amount of changes requested to date is \$26,898.60. A change order is being prepared. A final pay request was received for review. Revised Operation and Maintenance Manuals were received for the VFDs. A copy was sent to the chief plant operator for review. Some

- problems occurred with two VFD cabinet air conditioners. The contractor was contacted and the repairs will be covered by the warranty.
- Lift Station Repair and Replacement Project: Prepared Change Order #1 to include extra work performed to date and for the Ormond Mall Lift Station relocation and upgrade. The Ormond Mall owner's representative indicates in his initial response to City's request for additional easement that compensation is desired. A site meeting was held at the pump station site with Joshua Zehnder, representing Florida Power and Light (FPL), the electrical engineering consultant and the contractor to discuss various options for providing electricity to the site. The most feasible option is to change the voltage from 208 to 240 and install a power pole in the right of way on the west side of the City's current easement. This location would allow power to be provided to the site without requiring an additional easement expansion from the property owner. The pump station layout configurations need to be explored in order to keep the proposed improvements inside the easement that has already been secured. The plan appears to be feasible and will allow the pump station to be constructed without requiring any additional easements. The change order request will be prepared for the 5/18/10 agenda. The start up at lift station 6M will be rescheduled by the contractor. A request for additional information (RAI) was received for the Volusia County Right-of-Way Utilization Permit application. A copy of the RAI was sent to the consulting engineer to prepare a response. A meeting was held with the FDEP representative for the SRF Loans. All documentation was in proper order.
  - Root control – The project documents were reviewed and are ready to be advertised for bids.
  - State Road 5 at State Road 40 (US1 & Granada) – A preconstruction meeting was conducted. Construction plans were distributed. The commencement of construction date will be 5/16/10. Shop drawings were received for review.
  - Wastewater Treatment Plant Expansion: A letter was received from McKim and Creed that identifies some potential SCADA and instrumentation enhancements that can be performed during the construction of the second phase. The content is being reviewed prior to discussing the material with the consultant.
  - Water Plant Forced Draft Aerator Rehabilitation – Information for the odor control blowers was sent to the consulting engineer to assist with the aerator structure evaluation.
  - Standish Water Storage Tank Rehabilitation – Prepared a revised sole source memo.
  - SPRC- Access routes to Well 36R through Huntington Woods are being evaluated. The slab elevation of Well 35R needs to be determined to develop a grading plan on the lot. The existing easement for the wells doesn't appear that it will be adversely affected by the proposed improvements. Plans showing the proposed changes for easement accessibility were received for review.
  - Capital Improvement Project budgetary planning and development underway for FY 2010-2011.
- Water Distribution
    - Repaired or replaced 17 residential meters, replaced 5 water services, replaced 2 meter boxes.
    - Repaired 4 service leaks, responded to 7 low pressure complaints, and 18 cloudy water complaints.
    - Installed 13 new water service connections
    - Tested 9, installed 1 city owned backflow preventers
    - Tested 3 – 3" or larger commercial water meters
    - performed repairs on 10 city owned fire hydrants, and 1 county fire hydrant
    - Flushed Tomoka Oaks, Talaquah, Hidden Hills Subdivisions and Levee Lane for clarity and chlorine residual
    - Performed valve maintenance on all river crossing valves.
    - Assisted Wiginton Fire services perform a fire system shut-down at 1532 N. US1

- Perform maintenance on flushing device at 612 Santa Ana Ave
- Leak Detection - 49 loggers in the area of US1 to S. Beach St, also 6 loggers placed on the river crossings.
- All vehicles were cleaned and re-stocked.
  
- Water Treatment
  - Delivered City 37.014 million gallons for week ending May 2. (5.288 MGD)
  - Backwashed 17 filters for a total of 795,000 gallons backwash water.
  - Produced and hauled 94.5 wet tons of dewatered sludge.
  - Completed water quality flushing throughout entire city.
  - Prepared website and newspaper advertisement notice for alternate disinfectant and flushing event scheduled for June 1 through 30.
  
- Waste Water Collection - Reuse
  - Crews responded to one trouble call out west Breakaway/Hunters Ridge
  - Marty and crew repaired 2 sewer service lines.
  - Butch and crew checked on all trouble spots in town, flushed reuse on beach side (7) areas.
  - Butch and crew cleaned four sewer laterals.
  - Crews still cleaning up wastewater plant backyard for plant expansion.
  - Cleaned buildings and fueled all equipment for weekend.
  - Attended vendor filter equipment presentation
  - Addressing BAT/ HR irrigation demands and storage operations with water plant personnel – well consumption high
  
- Waste Water Treatment
  - Domestic and Industrial Wastewater flow was 26.23 Million Gallons
  - Produced 20.61 Million Gallons of Reuse
  - Produced 5.62 Million Gallons of Surface Water Discharge
  - Influent flows average for week @ 3.75 MGD, plant designed for 6 MGD.
  - Hauled tons of sludge 131.89 (14%-18% Solids).
  - Centrifuge Manufacture has been contacted and performance testing and optimization is scheduled for Tuesday May 11th.
  - Influent Pump Station pumps continue rag issue - contractor to install alternate manufacturer provided impeller fastener May 10 with staff attend.
  - Operations support provided for contractor activities at plant site associated with Phase 1 WWTP Rehabilitation Project.
  
- Utilities Maintenance Division
  - Water Plant - Well Fields - Booster Stations
    - Installed new sight gauge on Sulfuric acid tank.
    - Cleaned suction strainers on fluoride system - rebuilt pump.
    - Started prep work on High Service pump #6 for upcoming pump replacement.
    - Cut old unused conduit off walls in High Service pump room and started running new air lines to automatic valves on pumps.
    - Plumbed water supply to new ammonia injection system.
    - Installed new block heaters on South Generator with Fleet maintenance.
    - Installed new valve box in ground at South Generator.
    - Ran LPRO and Lime softening back up generators - tested ok - inspected system after run and submitted findings to Fleet Maintenance.
    - Performed PM's to Rima, Division, SR40 and Hudson Wellfields.
    - Performed PM's to LPRO and Lime softening plant equipment.
    - Performed Booster Station PM's.

Wastewater Plant – Lift Stations – Reuse System

- Painted 5M liftstation interior and cleaned walls and restroom.
  - Replaced sump pump in 6M dry pit.
  - Filled wetwell at Spanish waters LS with water from nearby development and tried to scour 10" forcemain to try and relieve some pressure from A1A forcemain, force main resumed clear ops over weekend May 1-2.
  - Coordinated 9 wetwell cleans with WW Collection Vector Crews.
  - Pressures on forcemain at Ormond Mall are now normal from last week's high 15 psi where pumps have trouble pumping into system.
  - Reset Recycle pump #3.
  - Reset alarm at 3P liftstation.
  - Replaced bulb on Turbidity meter at WWTP
  - Reset RTU at Shadow Crossings reuse pumping station.
  - Replaced batteries at BAT- RTU
  - Replaced broken in ground valve box at Splitter box.
  - Utilities and operations group Deragged 3 influent pumps - every 3 days.
  - Performed PM Service to all plant equipment.
  - Deragg 4 submersible aerators.
  - Monthly PM's to 17 Liftstations (cleaned and deodorized), also continuing with monthly valve exercise program.
  - Annual PM's to 7 Liftstations. (pull pumps, etc)
  - Utilities Division completed 67 work orders as reported in MP2 computerized maintenance management system, of which 47 were PM work requests and 20 were repair work orders.
- 
- Regulatory Compliance and Water Quality  
Preparing re-classification request for refill of this vital position.