

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report

Date: May 14, 2021

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:

- General discussion meetings with senior staff
- Reviewed city commission agenda packet

Spoke to, attended and/or met with:

- Community celebration on May 8 at SONC
- Elected Officials Roundtable
- FCCMA Investment Committee virtual meeting
- Police Unity Tour stop in Ormond Beach
- NLC CARES Act Funding webinar

PIO – Public Information

- Press Releases/Media
 - Police Week 2021
 - Interview coordination Police Unity Tour
 - General media request
 - General citizen inquiry
- Social Media
 - Hurricane Prep Week
 - Police Week 2021
 - Police Week Printable Thank You Notes
 - Covid-19 Vaccine 12 and Older Eligibility
- Attended
 - Engineering/Planning Meeting
 - Volusia PIN Network Updates
 - Weekly Community Updates
 - Police Unity Tour
 - Police Memorial Service
- Training
 - Social Media Summit (3 Day Webinar)

Community Development

Planning

- City staff presented the Ormond Main Street Design Committee options regarding the Downtown sidewalk banding repair project. The Design Committee recommended using the Etruscan Tile colored concrete with coquina shell. The project will be reviewed as part of the Capital Improvement Program.

- City staff were notified of a grant award by the Florida Department of Environmental Protection through the Florida Resilient Coastlines Program. The City was notified of an award of \$45,000 as a Resilience Planning Grant to perform the following tasks: (1) Threat and Hazard Identification and Risk Assessment (THIRA), (2) Comprehensive Plan amendments to address the “peril of flood”, (3) Resiliency Action Plan, and (4) Public engagement. The grant will be presented at a future City Commission meeting for the grant agreement.
- Staff presented the following items at the Planning Board:
 1. Plantation Oaks, Unit 1A: Development of 121 lots on 100.91 acres.
 2. LDC Amendment: Off Road Recreational Vehicle Course (applicant): to provide definitions and specific conditional criteria that would allow an Off-Road Recreational Vehicle Course as a Special Exception use in the REA, Rural Estate/Agriculture, zoning district.
 3. Administrative Land Development Code amendments:
 - A. Utility line extensions: Require water and sewer lines be extended across the site frontage for new development where utility extensions are required.
 - B. Mobile Food Dispensing Vehicles (food trucks): Add definitions and accessory use standards to allow food trucks under certain conditions and within certain zoning districts.
 - C. Car/Motorcycle washes: amend the conditions for non-profit related car and motorcycle washes.
 - D. Downtown Overlay District: Update the section consistent with the 2019 Downtown Master Plan update
 - E. Floodplain management: Update the floodplain management regulations consistent with the state model ordinance to include the requirements of the 2021 Addendum to the CRS program effective January 1, 2021.
 - F. Gas canopies: Modify the requirements for motor vehicle service station pump island canopies.
 - G. Sidewalks: Allow payment in lieu of constructing a sidewalk under certain conditions and requiring sidewalks on both sides of the street in new subdivisions.

Building Inspections, Permitting & Licensing

- 2 new business tax receipts issued.
- 352 inspections performed within the city (37 by private providers).
- 143 permits issued within the city, with a valuation of \$2,276,127 (10 garage sales permits).

Development Services

- The Site Plan Review Committee (SPRC) met as follows this week this week.
 1. Pre-application for a multi-family development at 183 and 197 South Orchard Street. The concept plan showed multifamily development which is an allowed use in the R-5 (Multifamily Medium Density Zoning District) zoning district.
 2. Pre-construction meeting for 1480 North U.S. Highway 1, Ormond Ace Hardware.
 3. Pre-application meeting for a building expansion for the building at 515 Tomoka Avenue.
- The following projects under SPRC review:
 1. Ormond Gateway, Final Plat. 1st review. Subdivision of an 18.17 acre parcel into a three lot commercial subdivision.
 2. 215 Ormond Parkway, lot split. 1st review. Lot split of one vacant parcel into two parcels for single-family homes.
 3. 1 Willow Oak Trail, Partial Easement Release. 1st review. A partial easement release of a utility easement.
 4. 350 Clyde Morris Boulevard. 3rd review. 87 unit Assisted Living Facility (ALF) for 120 residents. Total SF of 73,952 on a 12.05 acre parcel.
 5. 1 Falls Way, Guardhouse modification. 1st review. Modification of the site's access to include a resident bypass lane and gated access.

6. 88 South Atlantic Avenue, Ocean Club. 3rd review. Construction of a new retail shop (8,596 square feet) and related site improvements.
- Construction status of projects under construction:

Project	% Complete
783 North U.S. Highway 1	55%
Casements, Carriage House expansion	98%
Dunkin Donuts, 1535 North US Hwy 1	15%
Edgewell Loading Dock	95%
Germfree driveway addition	85%
KOMN Condominium Association	0%
Nova Road Controlled Storage Climate	55%
Ormond Ace Hardware	0%
Ormond Museum	25%
Publix, 101 East Granada Boulevard	60%
Starbucks	55%
The Pumphouse	55%
Total Comfort	50%
U.S. 1 Business Park	10%
Utilities only	
101 Town & Country Lane	40%
Deerfield Trace	99%
Latitude Beach Club	99%
Upscale Nails	99%
Huntington Green, 2B	90%
Huntington Villas, 2B	90%
Forcemain – Huntington Green	0%
Residential	
Pineland, Phases 4 & 5	45%
Ormond Grande	55%
Plantation Oaks, Unit 2B	0%

Economic Development/Airport

Economic Development

- Ormond Crossings
 - The permanent traffic signal at the intersection of Broadway and N. US 1 is installed.

- Airport Business Park
 - The design phase for the airport access road project from the Airport Business Park into the southwest quadrant of the airport is underway.
 - Design work for Runway Drive in the Airport Business Park is underway. This road will be designed to connect Tower Circle West to Pineland Trail creating a secondary ingress and egress to the business park.

- Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
 - Staff is participating in regular calls with Volusia County Division of Economic Development and local municipal economic developers to update and coordinate efforts to support the business community.
 - The Kauffman FASTTRAC program is underway and has a class of 10 entrepreneurs. This 10-week program is being conducted in partnership with the Volusia/Flagler SCORE.
 - Staff participated in the Ormond Mainstreet Economic Vitality Committee meeting on Thursday 5/12/2021.
 - Staff participated in a Federal Advocacy Update Call with the National League of Cities regarding the Coronavirus Local Fiscal Relief Fund.
 - Staff attended a general meeting of the Bear Creek Homeowner's Association to provide an update on the status of the Riverbend Golf Course, next steps, and answered questions.

- Prospective Business Attraction/Retention/Expansion
 - Staff continues outreach to existing businesses to provide technical assistance and support for business operations and expansions in the new year.
 - Staff is working on two project leads with target industry companies looking at specific sites in Ormond Beach

Airport Operation and Development

- Staff participated in the FAA's Southern Region Airport Virtual Conference.
- Staff participated in the annual airport improvement project review meeting with representatives from the FAA and the FDOT.

Finance/Budget/Utility Billing Services/Grants/Risk Management

Finance

- On-going Projects
 - City staff working on annual budget
 - City staff working on annual CIP
 - Evaluating American Relief Act

- Completed Projects - Weekly
 - Processed 131 Journal Entry Batches.
 - Utility Billing Meter Readers completed 320 work orders.
 - Approved 20 Purchase Requisitions totaling \$396,965.33.
 - Issued 22 Purchase Orders totaling \$294,495.89.
 - Issued 583 past due notices on utility accounts.
 - Auto-called 287 utility customers regarding receipt of a past due notice.
 - Processed 161 payments through Interactive Voice Response System totaling \$13,194.18.
 - Processed 1,396 payments through City online payment portal totaling \$141,312.39.
 - Prepared 110 Accounts Payable checks totaling \$699,729.33 and 19 Accounts Payable EFT payments totaling \$159,444.39.

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.
 - Provided requested information/documents/forms to the Florida Resilient Coastlines Program (FRCP) relative to a potential award for FY 21-22. Awards will be announced following state budget approval.
 - Working with the Police Department on a potential grant for the COPS 2021 Hiring Program.
 - Working with Leisure Services on a potential Shuttered Venue Operators Grant (SVOG) relative to Performing Arts Center losses associated with COVID-19.
 - Grant reimbursement requests to date FY 20-21: \$1,774,493.25
- Other
 - Attended FAA Southern Region Airports Conference Zoom meeting regarding current grant programs.
 - Attended Volusia County ECHO Committee meeting.

Risk Management Projects

- Attended webinar: accident investigation.
- WC claim review with consultant.
- Submitted employee lists for random testing to consultant.

Fire Department

- Weekly Statistics
 - Fires: 5
 - Fire Alarms: 6
 - Hazardous: 7
 - EMS: 87
 - Motor Vehicle Accidents: 8
 - Public Assists: 49
 - TOTAL CALLS: 162
 - Aid provided to other agencies: 11 Calls – Daytona Beach (4), Volusia County (7)
 - Total staff hours provided to other agencies: 15
 - # of overlapping calls: 46
 - # of personnel sent with EVAC to assist with patient care during hospital transport: 4
 - Total EMS patients treated: 73
 - Keetch-Byram Drought Index (KBDI) East Coast Volusia: 217
- Training Hours
 - NFPA 1001: Firefighting 55
 - NFPA 1021: Officer 8
 - NFPA 1500: Safety/Equipment 42
 - NFPA 1620: Preplanning 4
 - EMT/Paramedic 28
 - TOTAL TRAINING HOURS: 137
- Significant Incidents
 - 5/5/21, 6:19 PM: N. US1 / Wilmette Ave. – Motor Vehicle Accident – One motorcycle down in roadway – one patient transported as a trauma alert – a firefighter assisted EVAC with patient care during transport.
 - 5/7/21, 10:21 PM: N. US1 / Airport Rd. – Motor Vehicle Accident – Vehicle rear ended a semi-truck trailer – significant damage to vehicle – two patients transported with one as a trauma alert – a firefighter assisted EVAC with patient care during transport.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Maintenance Worker II (Streets)
 - Maintenance Worker II (Wastewater Collection/Reuse Distribution)
 - Plant/Pump Mechanic
 - Treatment Plant Operator A, B, C, or Trainee (Water Reclamation Facility)
 - Utilities Engineer
 - Police Officer
 - Records Specialist
 - Seasonal Part Time Maintenance Worker II (ARBP)
 - Summer Camp Counselors
 - Tradesworker
 - Applications Under Review
 - Maintenance Foreman (Wastewater Collection/Reuse)
 - Interviews Scheduled
 - Information Technology Manager
 - Treatment Plant Operator A, B, C, or Trainee (Water Reclamation Facility)
 - Tradesworker
 - Background/Reference Checks/Job Offers
 - Police Officer
 - Community Service Officer
 - Neighborhood Improvement Officer
 - Separations
 - Information Systems Specialist
 - Police Officer
 - Part Time Recreation Leader (Casements)

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects
 - Tyler Munis Phase 4 – EnerGov Permitting and Licensing – Project planning and document review. Implementation efforts to start summer 2021.
 - Tyler Munis Phase 2 – Tyler Content Management (TCM) document management and imaging systems. Forms documentation review.
 - Enterprise Infrastructure
 - iSeries system (CentralSquare Naviline): None
 - Windows Servers: None
 - Networking System: None
 - Work Orders
 - New: 24
 - Completed: 51
 - In progress: 53
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 43,612
 - Inbound E-Mails Blocked: 21,459
 - Delivered Inbound E-Mails: 20,596
 - Quarantined Messages: 306
 - Percentage Good Email: 47.22%

- Virus E-Mails Blocked: 1
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 8
 - Changes: 1
 - Corrections: 0
 - Map/Information Requests: 7
 - Information Requests from External Organizations: 0
 - CIP Related Projects (pavement management, project tracking map): 0
 - Reclaim Connections Located this week: 20 : Total in system = 3,062
 - Meters GPS Located this week: 0 : Total in system = 24,031; 23,199 potable, 821 Irrigation, 11 Effluent

Leisure Services

Administration

- Engineering meeting
- Cassen Park Plan and Survey results meeting
- Leisure Services Advisory board meeting
- Master Plan meeting
- FRPA Virtual Education Crisis Management and Developing Your Emergency Action Plan
- Yellowstone weekly meeting

Contract Manager – Grounds and Athletic Maintenance

- Operations meeting with Grounds Maintenance account manager
- Operations meeting with Athletic Maintenance account manager
- 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

Contract Manager – Facilities Maintenance

- Weekly meeting with janitorial services operations manager.
- Weekly site visits to evaluate janitorial services.
- Completed Casements atrium floor refinishing project.
- CIP project meeting with senior staff.

Environmental Discovery Center

- EDC continues to be open at 50% capacity.
- Continued enhanced regular cleaning/disinfecting of surfaces and exhibits.
- Continued to monitor safety and security of the EDC building and grounds.
- Developing additional nature videos for posting to social media 1 to 2 times/week.
- Coordinated with Master Gardeners on the agenda for the upcoming community gardener education program on May 16, 2021.
- Coordinated with Florida Women's Art Association for meeting on May 14, 2021.

Athletics

- The Ormond Beach Shuffleboard Club continued to hold their weekly play on Monday, Wednesday, and Friday at the Sports Complex. Play is at 1pm daily.
- OBSC Competitive Soccer practices, Monday through Thursday, 5:30 pm, Sports Complex, Soccer Fields.
- OBYBSA Baseball is having practices on Monday, Wednesday, and Friday, Nova Fields at 6 pm.
- Coed Softball playoff games continued this week on Tuesday and Thursday at Quad 4 at the Sports Complex at 6:30 pm and 7:30 pm.

- Tee Ball games will be held on Saturday at 9 am and 11 am at the Sports Complex, Tee Ball Fields.
- OBSC Recreational Soccer games will be held on Saturday at 8:30 am at the Sports Complex, Soccer Fields.
- USSSA Baseball hosts another Baseball Tournament on Saturday and Sunday.

Athletics Field Maintenance

- Cleaned park, tennis and basketball courts at South Ormond
- Tended to the infields, tennis and handball courts at Osceola Elementary School
- Cleaned Skateboard Park, handball, tennis, and basketball courts at Nova Park
- Cleaned Magic Forest Park and the common area of Nova Park
- Cleaned all sports parks daily of debris/trash from the events during the week
- Edging, dragging, weeding fields/infields
- Prep Nova Fields for recreational games Monday, Wednesday, and Friday; Spikes practices Tuesday and Thursday.
- Painted Soccer parking lot
- Prepped Quad #4 on Monday and Tuesday nights for Coed Softball games.
- Prepped Quad for Girls Rec Softball, and Boys Pinto Baseball.
- Prepped Kiwanis field on Monday and Wednesday for Pony Rec Baseball games.
- Prepped Wendelstedt Fields for Spikes baseball and USSSA Tournament.

Performing Arts Center

- Obtained quotes for audio production for Memorial Day Remembrance Ceremony.
- Sent out email update about the PAC to internal show group leaders.
- Entered work orders for facility and equipment repairs.
- Provided documentation and assisted Grants Coordinator with Shuttered Venue Operators Grant application.
- Ordered, restocked inventoried, and delivered pandemic supplies to City departments.
- Responded to telephone inquiries from residents regarding status of shows.
- Responded to inquiries from existing and potential new clients about status of re-opening.

South Ormond Neighborhood Center

- Open park and pavilion
- Splash pad is open from dawn to dusk daily until December 1.
- Community and Friends gathering on Saturday, May 8 from 11 am to 4pm
- Basketball and gym use by reservation only
- Jazzercise on Monday, 5:30 pm
- This is the last week for YMCA soccer.

Community Events

- Weekly administrative tasks, office work, and activities.
- Attended Senior Games Board meeting.
- Attended Memorial Remembrance Committee meeting.
- Assisting Memorial Day Committee with plans for Service on May 31. Continued working on and editing 2021 program. Preliminary lay out plan for the gardens.
- Assisting Senior Games Board with plans for the 2021 games. October 23-30.
- Developing alternative forms of delivering spring and summer events, and includes using the COVID-19 safety plan, for large events.
- Preliminary planning for upcoming events through the rest of the year.

Nova Community Center and Special Populations

- Continued taking reservations for pickleball and basketball.
- Monitored pickleball, basketball and outside areas.
- Cleaned and sanitized between players.
- Jazzercise Class is being held on Monday, Wednesday, Friday and Saturday, 9 am, and evening classes on Monday, Wednesday and Thursday, 5:45 pm

- Ms. Debby's Dance and Acting classes will be held on Tuesday and Friday from 4:30 pm to 6:30 pm
- Virtual Lunch Bunch met Monday and Wednesday 11 am to 2 pm with 8 participants throughout the week.

The Casements

- The Casements was closed on Saturday for self-guided tours due to floor refinishing
- A memorial service was held at Bailey Riverbridge on Saturday from 2 pm to 4 pm.
- House of Healing met at Bailey Riverbridge on Sunday from 4:30 pm to 6:30 pm.
- Staff reset the first floor after the floor refinishing project.
- Staff worked on Enviro Camp planning this week between The Casements and the Environmental Discovery Center.
- Staff worked on FFEA Sunsational Award submissions.
- Ora Yoga classes met this week at Bailey Riverbridge on Tuesday and Thursday mornings from 9 am to 10 am and Wednesday evening at 6 pm to 7 pm.
- "Did You Know?" posted on Wednesday and Friday on The Casements Facebook page.
- Pilates took place this Monday, Wednesday and Friday from 8:30 am to 9:30 am at Bailey Riverbridge.
- A rehearsal took place in Rockefeller Gardens on Friday from 5 pm to 6 pm

Parks Maintenance

- City wide park inspections and cleaning
- Pavilion inspections completed and reservations posted
- Checked trash cans in all parks
- Bathroom checks twice per day
- Inspected virus signs on bathroom doors
- Inspected signs at all playground equipment
- Skate park concrete inspected
- Built wall at the Limitless Playground
- Installed a new baby seat at the Limitless Playground
- New bench slab poured at Riviera Park
- Replace two trash cans at South Ormond Neighborhood Center
- Replace missing stone at the skate park

Building Maintenance

- Preventative maintenance of City vehicles and equipment as necessary
- Weekly maintenance of fountains at PAC, Bailey Riverbridge, Arroyo, Riviera, Hospital Park, Fortunato and City Hall
- Weekly inspection of the water wheel and sump pumps at The Casements
- Repaired airport gate 10 and gate 13 key pad
- Mag locks repaired at Cassen Park
- A/C repair and/or maintenance in various City facilities
- WTP north generator troubleshot
- City Hall IT carpet cleaned
- WWTP lights repaired
- Replaced flags at the Police Department
- Outside restroom unclogged at South Ormond Neighborhood Center
- Hung boards at South Ormond Neighborhood Center

Police Department

Administrative Services

- Two members of staff participating in Police Unity Tour.
- Attended/participated in the Annual Police Awards Ceremony
- Attended the promotional ceremony for three civilian and three sworn members.
- Attended swearing-in ceremony for two new Police Officers.
- Attended a strategic planning meeting.

- Instructed new Police Officers during in-service training.

Community Outreach

- Youth Leadership Council (YLC). Six (6) members of the YLC created 150 Mother's Day Cards and delivered them to area nursing homes.
- OBPAL Basketball. Ten (10) players attended practice for basketball on Tuesday and Thursday last week. Teams will be attending Orlando basketball tournaments over the next few weeks.
- PAL Educational Programs:
 - *READ, Reading, Exploration, Adventure and Discovery* continues at Ormond Beach Elementary School. Students began writing their short stories and will be embossing copper art for the cover of their book this week. To stay within VCS COVID guidelines, an exhibition of the books will not be offered this year.
 - *Science on Patrol* concluded May 6 at Ormond Beach Middle School with students showing parents the skills they learned during the program.

Community Services & Animal Control

- Animal Calls responded to: 43
- Animal Reports: 5
- Trap Neuter Release: 2
- Animal Bites: 1
- Animals to Halifax: 1
- Wildlife Calls: 2
- Found Property Reports: 2

Criminal Investigations

- Cases Assigned: 11
- Cases Cleared by Arrest/Complaint Affidavit: 1
- Cases Exceptionally Cleared: 3
- Inactive: 4
- Fraud: 1
- Burglary Business: 0
- Burglary Residential: 1
- Larceny Car break: 1
- Grand Theft: 0
- Auto Theft: 0
- Death Undetermined: 0
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 3
- Robbery: 0
- Threatening Calls: 1
- Police Information: 1
- Baker Act/RPO: 2
- Narcotics: 1

Records

- Walk - Ins / Window: 72
- Phone Calls: 123
- Arrest / NTA'S: 20
- Reports Generated: 122
- Reports Entered: 118
- Citations Issued: 34
- Citations Entered: 38
- Warnings Entered: 85
- Trespass Warnings: 8

- CORF Entered: 56
- Mail / Faxes / Request: 45

Patrol

- Total Calls 1,472
- Total Traffic Stops 131

Operations

Crime Opportunity Report Forms: 86

- 05/05/2021
 - Stolen Tag, 106 Rockefeller Drive. An unknown male stole the tag from the victim's vehicle.
 - Shoplifting, 795 W Granada Blvd. An unknown female attempted to steal \$539.94 in merchandise. The merchandise was recovered, but the female fled the area on a bicycle.
 - Carbreak, 295 S Atlantic Av #107 (Quality Inn). Unknown suspect entered the victim's unsecure vehicle and stole a black iPad.
 - Crash-Serious Bodily Injury, North United States Highway 1/Wilmette Avenue. The victim was involved in a single motorcycle crash while travelling southbound on US Hwy 1 just north of Wilmette Avenue.
- 05/06/2021
 - Burglary- Arrest, 143 South Atlantic Avenue. Officers responded in reference to a suspicious person. Officers checking the property came into contact with the suspect who was observed inside the residence. The property manager was contacted and advised nobody should be within the home.
 - Burglary, 416 Sauls Street. Unknown suspect(s) entered the unsecure residence and stole 5 kittens.
 - Shoplifting- Arrest, 1521 West Granada Boulevard (Walmart). Two female suspects stole a misdemeanor amount of merchandise. Both suspects were also found in possession of narcotics.
 - Warrant-Arrest, 873 Hull Road. A male subject had several warrants out of Volusia County for Driving without a Driver's License, Refuse to Sign a Summons, Resist Officer without Violence and an unregistered motor vehicle with no bond.
- 05/07/2021
 - Stolen Vehicle, 1243 Vanderbilt Drive. The victim's 1997 Buick LeSabre was stolen.
 - Crash into Structure, 145 East Granada Boulevard (Hershey's Ice Cream). A customer was parking and accidentally hit the gas. The vehicle crashed into the west side of the building. No injuries. Building structure was not compromised according to building inspector.
 - Crash, South Nova Road/Camelot Boulevard. Single vehicle crash into a power pole at this location.
 - Warrant Arrest, 170 Williamson Boulevard #303 (Sleep Inn). Male subject was contacted and found to have an open Volusia County warrant.
- 05/08/2021
 - No reportable activity for this day.
- 05/09/2021
 - Battery 65 Years or Over, 1521 W Granada Boulevard (Wal-Mart). Two subjects were involved in a road rage incident on W. Granada Boulevard. Neither party wished to pursue the incident.
- 05/10/2021
 - Burglary, 15 Sunset Falls Drive. Unknown suspect(s) entered the victim's home through an unsecure rear door and stole the following: Samsung TV, Bluetooth speakers, wheelchair, lamp, baskets, and a garden hose.

- Shoplifting, 1458 West Granada Boulevard (Bealls). A male suspect stole shorts and pair of sandals.
- Shoplifting, 1458 West Granada Boulevard (Bealls). Unknown suspect stole two JBL earbud headphones.
- Shoplifting, 1458 West Granada Boulevard (Bealls). Unknown suspect stole four JBL earbud headphones.
- Battery (DV) – Arrest, 77 Grey Dapple Way. Female suspect got into a physical fight with a family member during an argument over the use of her mother's car.
- Burglary Residence-Arrest, 947 North Halifax Drive. A female suspect went to the rear of the residence and climbed in through a window. Victim advised he wants to press charges for burglary and theft.

- 05/11/2021
 - Theft, 117 Ann Rustin Drive. Occurred approximately 3 months ago. The known suspect allegedly stole two chainsaws from the victim. The victim does not wish to pursue charges.
 - Theft, 1340 West Granada Boulevard (Lowe's). Unknown suspect stole a water heater.
 - Theft, 1340 West Granada Boulevard (Lowe's). Unknown suspect stole miscellaneous tools.
 - Theft, 1608 North United States Highway One #120 (Days Inn). An unknown suspect stole the victim's phone from her housekeeping cart.
 - Sex Offense, Fleming Avenue/South Nova Road. Victim was driving west on Fleming Ave when she observed a male wearing a dark blue tee-shirt, blue jeans, sandals, and a dark blue backpack walking on the sidewalk. The victim stated the suspect was exposing his genitals at her as she drove by.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 25
 - Number of Uniform Traffic Citations Issued: 21
 - Number of Written Warnings Issued: 8
 - Number of parking tickets issued: 0
- Traffic Crash Reports
 - Number of Crashes without Injuries: 14
 - Number of Crashes with Injuries: 9

Neighborhood Improvement

Weekly inspection statistics by Commissioner Zones

- Zone 1: 7 Cases initiated
- Zone 2: 5 Cases initiated
- Zone 3: 2 Cases initiated
- Zone 4: 2 Cases initiated
- 7 signs have either been removed or sign cases created.
- 9 tree removal permit requests
- Administrative staff assisted with five (5) walk-in's and forty (40) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - WTP Sludge Residuals Facility Improvements – Construction is ongoing, approximately 85% complete.
 - Fiber Optic Connectivity – Riverside Drive fiber optic project is underway. John Anderson Drive fiber optic cable has been installed to Amsden Road, conduit repair at Ocean Terrace West is being coordinated.
 - North US1 Water Main and Force Main Improvements – Construction is ongoing.

- MacDonald House Improvements – Siding replacement on the east side of the building is nearing completion. Siding replacement on west side is complete. Progress meeting #7 was held on May 13.
- Granada Mid-Block Lighting Improvements – Shop drawings have been approved. Long lead time materials are on order.
- 2021 Sewer Lining/Manhole Repair – Construction is ongoing.
- Florence St On-Street Parking – Construction is ongoing.
- Riviera Park Pedestrian Signals – A sign location change is requiring a County Use Permit modification, which is in process.
- Wilmette Stormwater Pump Station – A Notice to Proceed was issued for May 3 and shop drawings are under review.
- Downtown Banner Pole Replacement Re-Bid – Shop drawings are under review.
- WRF Chlorine Contact Improvements – Bid awarded at May 4 City Commission meeting, contracts are being prepared for execution.
- Nova Community Park Tennis Court Lighting Improvements – CMGC Work Authorization was approved at the May 4 City Commission meeting.
- Bidding
 - SONC Gym – The project was advertised on April 11, a pre-bid meeting was held on April 27, and bid opening is May 14.
 - CDBG Fleming Playground – A disposition item for approval to advertise is scheduled for the June 1 City Commission meeting.
 - WRF Upgrades – A disposition item for approval to advertise is scheduled for the June 1 City Commission meeting.
- Design Projects:
 - Stormwater Master Plan Update - 2019 – The consultant continues working on the master plan update.
 - Downtown: Cassen Park Improvements – Design is in process.
 - Granada Streetscape Pavers – A meeting with the Ormond Beach MainStreet Board for their material recommendation was held on May 10.
 - Update Parks & Recreational Master Plan – Master Plan update is in process.
 - Business Park Drive Phase II – Design is in process.
 - WTP Aeration Replacement, Clearwell Rehab & Splitter Box Rehab – Design in process.
 - Water Main Replacement Ph IV – Mainland – Design is in process.
 - Water Main Replacement Ph IV – Peninsula – Design is in process.
 - Facility Hardening – A Work Authorization has been executed for architectural/structural design to clarify the scope of work.
 - Doug Thomas Way Extension Design – A Work Authorization for design is on the June 1 City Commission meeting agenda for approval.
- Departmental Activities
 - Reviewed 26 Engineering Permit applications through the ProjectDOX system, and created and approved 8 Franchise Utility Work-in-the-Right-of-Way permits.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Sidewalk on Fernway; graded, poured, stripped form, stress cut, backfilled & cleaned up
- Asphalt patch at Rosewood & McIntosh, Fairview & US1; Chrysanthemum Dr; Water Plant; and Overbrook
- Poured park bench at Hammock Ln (CP III); removed sidewalk
- Removed & poured sidewalk, stripped forms, Riverview Dr
- Removed broken sidewalk, formed & poured on Biltmore Dr
- Cleaned yard at PW Shop

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 city wide
- Hauled debris to Nova/Transfer Station
- Ground stumps city wide
- Trimming on Main Trl; Lakebridge & Wilmette; Bryant St; low limbs on Riverside 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 city wide
- DOT weed control on all state roads
- Trimming in various areas city wide
- Assisted Tree Crew on Riverside Dr

Sign Shop

- Citywide locations, checked for signs that might need attention
- Fabricated various signs & decals for upcoming jobs
- Washed & cleaned signs in various locations
- Various projects

Stormwater Maintenance

- Reachout on Pineland Trl; Arroyo Parkway
- Basin repair on Bellewood Cir
- Pipe repair on Riverside Dr; Chrysanthemum Dr
- Depression at Riverbluff & Overbrook
- TV truck on Loyola Dr; Vanderbilt Dr
- Swale and pond mowing on US1

Vactor

- Vanderbilt Dr
- Loyola/Kent Dr (pipe repair/locate pipe)
- Chrysanthemum Dr

Street Sweeping/Streetsweeper

- 112 miles of road cleaned
- 42 cubic yards of debris removed

Fleet

- Mileage traveled by all departments for the week: 22,467
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 2
 - Non-Emergency Vehicles and Equipment: 4
- Road Calls for the week: 0
- Quick Fleet Facts:
 - Fuel on hand: 14,172 gallons unleaded, 10,007 gallons diesel
 - Fuel used in one week: 2,553 gallons of unleaded and 808 gallons of diesel.
 - Fleet completed 49 work orders this week.

Utilities

- Projects Summary
 - Utilities CIP projects are listed under the Engineering section as this division manages those projects and to avoid duplication of information.

Water Plant Status Report

- Delivered 42.02 million gallons for the week ending May 8, 2021 (6.00 MGD).
- Backwashed 9 filters for a total of 489,000 gallons backwash water.
- Raw water average daily withdrawal rate from all wells through May 8, 2021 @ 6.82 MGD, SJRWMD 2021 allocation @ 7.795 MGD.
- Produced & hauled 97.2 wet tons of dewatered sludge (65 - 70% solids).

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 31.83 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 4.55 MGD
- Produced 26.00 Million Gallons of Reclaim water.
- Produced 5.83 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (May 1, 2020 – April 30, 2021) (MGD):
 - Influent 4.56 MGD (Permit 8 MGD);
 - Surface Water Discharge 1.23 (Permit 6 MGD);
 - Reuse 3.58 (Permit 10 MGD)

Water Distribution

- Responded to 3 reports of customer concerns regarding low pressure, or assistance with other plumbing concerns.
- Responded to 2 calls from customers concerning leaking water.
- Installed 18 new residential water services/ meter sets.
- Performed pressure testing on 3 City owned backflow prevention devices, 2 needed repair.
- Installed one new irrigation backflow on Florence Dr. for the new streetscape being put in.
- Replaced 2 residential water services due to pressure concerns or leaks.
- Replaced 3 broken meter boxes/lids.
- Performed fire hydrant maintenance on 2 City owned fire hydrants.
- Exercised 3 main line valves due to water main leaks or scheduled outages.
- Flushed 9 hydrants in the Fox Hollow area off South Nova Rd.
- Repaired landscaping to all excavation sites.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 127 utility locates for the previous week.

Wastewater Collection

- Crews responded to 12 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 8 in the conventional system service area.
- Located and marked in the curb the inline reuse valves in front of 489 Druid Cir, 4 Bent stream Way & 5 Leisure Wood Way
- Followed up on weekend calls.
- Performed onsite inspection of both OSCC and TOCC lake levels.
- Televised 10 sanitary service laterals from the PM list.
- Repaired a broken meter box @40 Foxfield look.
- Flushed 103 Hickory Hills service lateral (weekly maintenance).
- Investigated a low psi complaint @79 Pergola Place & 67 Abacus.
- Readjusted the floats @45 Carriage Creek.
- Changed out the pumps @23 Sounders Trail Cir., 15 Allenwood Look and 1 Echo Woods.
- Worked with the contractors opening/closing the force main valves @ Clyde Morris & Granada Blvd.
- Installed new vented manhole lids on West Granada Blvd.
- Installed a new pump and a 12" riser @ 89 Grey Dapple Way.

- Located and marked the reuse service valves @79 Black Hickory Way, 5 Leisure Wood Way, 4 Bent Stream Way.
- Performed a project check of all (5) LPS subdivisions.
- Replaced broken clean out caps @1532 N. Beach St. & 73 St. Anne's Cir.
- Televised a service lateral @890 S. Atlantic Ave. found no issues.

Reuse

- Responded to 2 reuse trouble calls.
- Located reclaimed tap at 14 Crescent Lake Way.
- Repaired reclaimed leak at 99 Shadow Creek Way.
- Located and turned off reclaimed tap at 40 Foxfield Look.
- Responded to low pressure complaint at 30 Thornhill Chase.
- Turned off reclaimed at 48 Abacus Ave, checking for leak.
- Located reclaimed tap at 43 Forestview Way.
- Checking valves in Briargate, low pressure issues.
- Installed new reclaimed box at 40 Foxfield Look.
- Replaced reclaimed box on 179 Pergola Pl.
- Turned off reclaimed at 29 Lake Vista way at customer request so customer can make repairs.
- Checked reclaimed at 48 Abacus Ave. Line was off to check for leak. Area has dried up, customer requests line remain off.

Wastewater Plant – Lift Stations

- Centrifuge Building – field technician from Flottweg brought in to perform first annual maintenance on both machines, and to provide hands-on training.
- Influent Pumps 2 & 3 – air release valves disassembled, repaired, and reinstalled.
- Harley Davidson – pulled pump #1 and replaced.
- Creekside – pulled pump #1 to install volute fitting saver.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- Lime Slurry Pumps – lubricate as needed.
- Well 16D – installed new timer light switch.
- R/O Clearwell Deck – worked with instrument tech to confirm operation of V.F.D's.
- Performed operational checks at various locations.
- Labeled flow meters accordingly to location

Support Services/City Clerk

In addition to routine departmental activities such as coordinating the City Commission agenda packet process, managing official documents, processing public records requests, managing elections, records management, website administration, drafting proclamations, providing advisory board administration, administrative support and research services, and assisting citizens and directing calls at City Hall, the following occurred this week:

- Staff provided support for Volusia Forever Advisory Committee Listening Session.
- Agenda packet preparation and distribution for May 18, 2021, City Commission Meeting.