

CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Mayor and Commission
From: Faith G. Miller, City Manager
Subject: Weekly Courtesy Report
Date: January 14, 2010

Florida League of Cities Annual Membership:

Attached for your information as Exhibit A is a copy of a letter and check from the Florida League of Cities which represents a 25% rebate of the membership dues paid by the City to the League in the 2009-2010 fiscal year (\$2,090.25).

Recycling Revenue for 2010:

Attached as Exhibit B is a memo from Dale Baker, Enforcement Services Director, advising that our recycling revenue for 2010 has increased from the previous year to \$67,095.58. As you may recall, at one time recycling revenue was down closer to \$25,000 a year. Per Dale, our revenues are up mostly due to the efforts of Charlane Runge our Solid Waste Compliance Officer – thank you, Char!

Emergency County Ordinance – Ban on Discharge of Fireworks:

Volusia County recently enacted an emergency ordinance banning the discharge of all fireworks in unincorporated Volusia and those municipalities served by County Fire Services. Chief Staples is recommending that the City adopt a similar ordinance so that we can proactively ask local vendors (grocery, convenience and dollar stores) to either not order in these fireworks or have stern advisories that they cannot be discharged within the City limits. The attached County Ordinance (Exhibit C) has been forwarded to the City Attorney for review and preparation of a similar ordinance for the Commission's consideration.

SCORE Luncheon/Meeting with County Dept. of Economic Development:

Jerry Mayes, Business Development Administrator, and I attended a luncheon meeting hosted by Volusia County this afternoon to honor the accomplishments of SCORE, Counselors to America's Small Business. During the luncheon we spoke to SCORE representatives about possibly offering their counselors office space here at City Hall to meet with local business owners or individuals looking to start up a business in this area to assist them in developing or expanding their business plans and to help them get their businesses started off right and keep them successful. Jerry will be meeting further with SCORE representatives to see if this would be feasible for our area.

We also met with the entire staff of the Volusia County Economic Development office located at the airport to introduce Jerry to their staff, and to identify information and resources that the Department has to offer that can be shared with the City to help improve our economic development efforts.

Jerry will be working closely with this group as well as Team Volusia to promote our area as ready for development – we have the population, we need the services and jobs for our residents and we are working to move these efforts forward.

Ongoing/Upcoming Events:

- **Farmer's Market** – Continuing on Saturdays, 1649 Providence Blvd., 8:00 a.m. – Noon.
- **MLK Celebration Weekend:**
 - Saturday, January 15th, 9:00 – 11:00 a.m., Breakfast Celebration, New Hope Baptist Church, 2855 Lake Helen Osteen Road;
 - Saturday, January 15th, Noon – MLK Street Dedication, Howland Crossings & Dr. Martin Luther King Blvd.;
 - Sunday, January 16th, 4:00 – 6:00 p.m., Gospel Program, Deltona Amphitheater;
 - Monday, January 17th, 12:00 – 5:00 p.m., Festival, Dewey O. Boster Sports Complex
- **City Administrative Offices Closed** – Monday, January 17th for Martin Luther King, Jr. Day


Faith G. Miller, MMC, MPA
City Manager

Exhibit A



301 South Bronough Street, Suite 300 • Post Office Box 1757 • Tallahassee, FL 32302-1757 • (850) 222-9684 • Fax (850) 222-3806 •

January 7, 2011

Ms. Faith G. Miller, MMC, MPA
City Manager, City of Deltona
2345 Providence Blvd
Deltona, FL 32725-1806

Dear Ms. Miller:

The Florida League of Cities recognizes the financial challenges faced by Florida's cities. The League is especially thankful for your city's renewed membership in this tough economic time. Please accept the enclosed 25% rebate of dues paid by your city in the 2009-2010 fiscal year as a small token of our appreciation for your unwavering support of municipal Home Rule and the Florida League of Cities. The League looks forward to serving you in the coming year.

Sincerely,

Joy Cooper, President
Mayor, City of Hallandale Beach

#2,090.25 - check
turned into Finance - 1/13/11.

Cc: The Honorable John Masiarczyk, Mayor
The Honorable Fred Lowry, Vice Mayor
The Honorable Zenaida Denizac, Commissioner
The Honorable Paul Treusch, Commissioner
The Honorable Herb Zischkau, Commissioner
The Honorable Michael Carmolingo, Commissioner
The Honorable Heidi Herzberg, Commissioner

President Joy F. Cooper, Mayor, Hallandale Beach

First Vice President Patricia J. Bates, Mayor, Altamonte Springs • Second Vice President Manuel L. Maroño, Mayor, Sweetwater

Executive Director Michael Sittig • General Counsel Harry Morrison, Jr.

**City Of Deltona
Enforcement Services Dept.**

Memo

To: Faith Miller, City Manager
From: Dale Baker, Enforcement Services Director
Date: January 14, 2011
Subj: RECYCLING REVENUE FOR 2010

During 2010 the City collected the following amounts in recyclable material. As you know these amounts are up from last year mostly due to Charlane Ruge's efforts to increase recycling at city facilities.

January	\$4,514.50
February	\$4,601.19
March	\$7,146.07
April	\$6,309.44
May	\$6,049.92
June	\$6,128.39
July	\$5,394.20
August	\$4,512.50
September	\$4,555.29
October	\$5,331.53
November	\$6,068.67
December	\$6,483.88
TOTAL	\$67,095.58

cc: Dave Denny, Deputy City Manager

ORDINANCE NO. 2011-04

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AN EMERGENCY ORDINANCE OF THE COUNTY COUNCIL OF VOLUSIA COUNTY, FLORIDA, PROVIDING FOR BAN ON THE DISCHARGE OF FIREWORKS WITHIN THE UNINCORPORATED AREAS OF VOLUSIA COUNTY, CITY OF LAKE HELEN, CITY OF OAK HILL AND TOWN OF PIERSON DUE TO THREAT OF WILD FIRES UNDER DROUGHT CONDITIONS; PROVIDING EXCEPTION; PROVIDING FOR APPLICABILITY OF OPEN FIRES BAN TO SAID MUNICIPALITIES; PROVIDING FOR TERM OF BAN; PROVIDING PENALTIES; PROVIDING FOR JURISDICTION; AND PROVIDING AN EFFECTIVE DATE.

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WHEREAS, the Volusia County is experiencing severe drought conditions as denoted by metcorological drought index indicators, a current rainfall deficit of approximately ten inches, and the presence of extremely dry and/or dead vegetation which has resulted from recent freezing conditions and which pose a severe danger of brush and wild fires;

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WHEREAS, the county council finds that a temporary ban on the discharge of fireworks is necessary to avoid wild fire hazards until existing extreme drought conditions end;

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WHEREAS, the City of Lake Helen, City of Oak Hill and Town of Pierson are included within the county's unified fire district established in chapter 54, division 2, Code of Ordinances, County of Volusia and served by county fire protection services;

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WHEREAS, based on the recommendation of the county fire services administrator, the county council finds that an emergency exists and that the immediate enactment of said ordinance is necessary in accordance with section 125.66(3), Florida Statutes.

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NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY COUNCIL OF VOLUSIA COUNTY, FLORIDA, AS FOLLOWS:

1 **SECTION I. DECLARATION OF FIREWORKS BAN**

2 No person or entity may discharge, or cause to be discharged, any fireworks until this
3 ordinance expires or is terminated by the county manager. For purposes of this ordinance, the
4 term "fireworks" means any combustible or explosive composition or substance or
5 combination of substances or any article prepared for the purpose of producing a visible or
6 audible effect by combustion, explosion, deflagration, or detonation. This term includes, but
7 is not limited to, blank cartridges and toy cannons in which explosives are used, the type of
8 balloons which require fire underneath to propel them, firecrackers, torpedoes, bottle rockets,
9 skyrockets, roman candles, aerial bombs, sparklers, snake or glow worms, trick noise makers,
10 snappers, trick matches and any fireworks containing any explosives or flammable compound
11 or any tablets or other device containing any explosive substance.

12 **SECTION II. EXCEPTION.**

13 The ban enacted by section I of this ordinance shall not apply to the supervised public display
14 of fireworks for which a permit has been issued by the county manager in accordance with
15 resolution 90-194.

16 **SECTION III. JURISDICTION**

17 This ordinance shall apply to all unincorporated areas of Volusia County and the
18 municipalities of the City of Lake Helen, City of Oak Hill and Town of Pierson.

19 **SECTION IV. OPEN FIRES BAN WITHIN UNIFIED FIRE DISTRICT**

20 The municipalities described in section III shall also be subject to any current or subsequent
21 open (outdoor) fires ban ordered by the county fire services administrator.

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1 **SECTION V. TERM OF BAN; EARLY TERMINATION**

2 This ordinance shall be in effect for a period of ninety (90) days, unless: 1) extended by
3 ordinance of the county council; or 2) terminated in writing by the county manager at an
4 earlier date upon determination that current drought conditions and the threat of wild fires, as
5 defined in section 590.015, Florida Statutes, have been sufficiently alleviated through rainfall
6 or other weather conditions.

7 **SECTION VI. PENALTIES**

8 Violation of this ordinance shall be punishable as provided in section 1-7, Code of
9 Ordinances, County of Volusia.

10 **SECTION VII. EFFECTIVE DATE**

11 A certified copy of this ordinance shall be filed with the department of state by the county
12 manager as soon after enactment by the county council as practicable and this ordinance shall
13 be deemed filed and take effect when a copy has been accepted by the postal authorities of the
14 government of the United States for special delivery by certified mail to the department of
15 state.

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1 ADOPTED BY FOUR-FIFTHS VOTE OF THE COUNTY COUNCIL OF
2 VOLUSIA COUNTY, FLORIDA, IN OPEN MEETING DULY ASSEMBLED IN THE
3 COUNTY COUNCIL CHAMBERS AT THE THOMAS C. KELLY ADMINISTRATION
4 CENTER, 123 WEST INDIANA AVENUE, DELAND, FLORIDA, THIS 6TH DAY OF
5 JANUARY, 2011.

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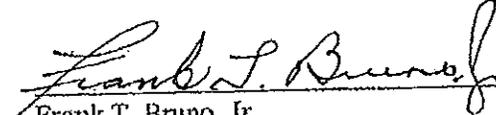
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ATTEST

James J. Dinnegan
County Manager/Clerk

COUNTY COUNCIL
COUNTY OF VOLUSIA, FLORIDA


Frank T. Bruno, Jr.
County Chair



N E W S F O R I M M E D I A T E R E L E A S E

Jan. 7, 2011

Contact: Pat Kuehn, APR, CPRC
Community Information Specialist
386-822-5062, ext. 2934

COUNTY COUNCIL PASSES FIREWORKS BAN

The Volusia County Council Thursday approved a 90-day ban on fireworks in the county's unincorporated areas and the municipalities of Pierson, Lake Helen and Oak Hill due to the high risk of wildfires.

The emergency ordinance took effect immediately.

"The county has been experiencing severe drought conditions for several months, and December's freezing temperatures killed vegetation throughout the county," said Volusia County Fire Services Chief Joseph Pozzo. "That combination leaves us ripe for wildfires. It's very dry out there, and all it would take is one spark to start a wildfire."

According to the ban, residents may not discharge any type of fireworks including firecrackers, torpedoes, bottle rockets, skyrockets, roman candles, aerial bombs, sparklers, snake or glow worms, trick noise makers, snappers, trick matches, blank cartridges, toy cannons, balloons that required fire to propel them, any other fireworks containing explosives or flammable compound, and tablets or other devices containing explosive substances.

On Dec. 16, Volusia County Fire Services issued an outdoor that also applies to the county's unincorporated areas, Oak Hill, Lake Helen and Pierson. Under the burn ban, all outdoor burning, unless authorized by the Florida Division of Forestry, is prohibited. This includes the burning of yard trash, household paper products, bonfires, campfires, warming fires and cooking fires. Outdoor cooking done with a contained gas or charcoal grill (excluding a fire pit) is the only exception.

Violators of the burn ban or fireworks ban may be fined up to \$500 and or jailed for up to 60 days.

V O L U S I A C O U N T Y C O U N C I L

FRANK BRUNO JR.
COUNTY CHAIR

JOYCE CUSACK
AT-LARGE

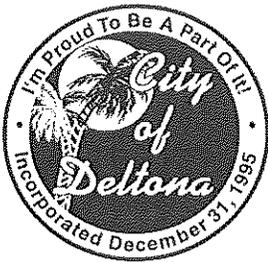
ANDY KELLY
DISTRICT 1

JOSHUA WAGNER
DISTRICT 2

JOIE ALEXANDER
DISTRICT 3

CARL PERSIS
DISTRICT 4

PATRICIA NORTHEY
DISTRICT 5, VICE CHAIR



CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Mayor and Commission
From: Faith G. Miller, City Manager
Subject: Weekly Courtesy Report
Date: January 14, 2011

CITY MANAGER'S OFFICE:

COMMUNICATION:

- Attended the Jan. 11 Commission Workshop.
- Working to promote the Dr. Martin Luther King Jr. day events.
- Working on promotional items for the Survivor Fitness Challenge.
- Attended an Employee Safety Committee Meeting.
- Working to promote Senior Valentine's Dance, Foreclosure Prevention Workshops and Little League registrations.

Media Relations: Spoke with Linda Long of Channel 6, Patricio Balona of the *Daytona Beach News-Journal*, and Jennifer Bisram of Fox 35 about a house on Cottondale Drive.

Press Releases:

- New hires Business Development Administrator and Grants Coordinator.
- MLK events.
- Warrant served at home leads to removal of more than 60 animals.
- Warrant served at home leads to removal of more than 80 animals (update).

BUILDING & ZONING SERVICES: Week of 12/31/10 thru 01/07/11:

• Building Permits issued for the week	48
• Valuation of work permitted for the week	\$399,424.04
• Inspections completed for the week	104
• Total Permits issued for Fiscal Year 10/11	756
• Valuation of work permitted for the year 10/11	\$10,099,774.29
• Solar Rebates Processed this week:	1
• Total Solar Rebates processed since 2/1/10:	77

Permits Issued 12/31/10 – 01/07/11:

AC Change Out	6
Addition	1
Comm Build Out	1
Electrical	2
Exterior Renovation	1
Fence	6
Fire Sprinkler	1
Garage Door Replacement	2
Interior Repair	1
Patio Cover	1

Pool Enclosure	2
Reroof	7
Shed 1	6
Siding	1
Sign	1
Water Heater Replacement	5
Window Replacement	4
Total	48

CITY CLERK'S OFFICE: Week of 01/02/11 – 01/08/11.

Department Staff:

- 2nd Floor HR/CC Walk-In Customers: 101
- 2nd Floor calls Answered: 34
- Packages Picked Up: 1
- Packages Received: 27
- A/P Invoices Opened: 171
- Newspapers: 16 (10 hours)
- Public Records Requests Received: 5
- Public Record Request Amount Rec'd: \$ 2.69
- Documents imaged, pages: 5,187
- Large scale drawings imaged, pages: 251

ENFORCEMENT SERVICES DEPARTMENT:

- Responded to 269 requests for services this week.
- Animals impounded at the humane societies: 62.
- Citation warnings issued: 13.
- Courtesy notices: 109.
- Abatement notices: 9.
- Citations issued: 4
- Code Enforcement telephone calls: 89.
- Solid Waste calls: 69.
- Citizen walk in requests for Code Enforcement assistance: 24.
- Citizen walk in requests for Solid Waste assistance: 3.
- Properties requiring grass to be cut by contractors: 0 at a cost of \$0.00.
- 22 certified mailings were sent out at a cost of \$121.88.
- Money collected for Animal tags, liens and return to owners: \$30,165.00.
- Foreclosures last week:

Deltona	44
Volusia County	<u>84</u>
Total	128

FINANCE DEPARTMENT:

- Prepared bid for demolition projects.
- Prepared RFP for Primary Rate Interface for IT.
- Prepared agenda memo for budget amendment for renovation project for Sheriff's Office.

- Working on Fixed Assets.
- Attended meeting regarding Year End items that need to be completed.
- Completed December credit card processing.
- Working on contract updates.
- Preparing Building Code Administrators & Inspectors Surcharge Report: Quarter ended Dec. 31, 2010.
- Preparing Department of Community Affairs Surcharge Report: Quarter ended Dec. 31, 2010.
- Automating payroll financial system data entry to expedite bi-weekly processing.

FIRE DEPARTMENT:

Fire Chief:

- Met with Aerial Apparatus Committee and vendor to finalize specifications and pricing for the replacement aerial device in the FY 10-11 budget.
- Met with the HR, Building and Construction Services Directors and Deputy City Manager on the progress and transition of the combined Building and Fire Inspector position.

Fire Loss:

- Three kids will be attending a juvenile fire setter program this afternoon.
- Approved the site plan for the Family Dollar on Doyle at DRC.
- Worked with Code and Public Works to clean up dumping and cut back vegetation in the alley ways at Courtland and Howland. We have had four brush fires in that area in the last two weeks.
- Provided a class to all of the Code Enforcement Officers on the relationship between Code and Fire Loss and how we can help each other.

Training & Safety:

- Attended the second module of the Emergency Services Leadership Institute, which consisted of two days of learning about Human Resources and Labor Relations.
- Continue to work on ACLS didactic portion in preparation for practical portion, all in the name of recertification.
- Attended VCFCTC (Volusia County Fire Chiefs Training Committee) meeting in Daytona in which I have been assigned chairperson.
- Attended City of Deltona Safety Committee Meeting representing the Fire Department.

MONTHLY INCIDENT STATISTICS - DECEMBER 2010

INCIDENTS	
Calls	773
Nulls	2
Total Calls:	771
MUTUAL AID CALLS	
Mutual Aid Given	11
Mutual Received	15
Automatic Aid Given	3
Automatic Aid Received	6
TOTAL CALLS	35

Monthly Inspection Summary - Month of December 2010

Annual Commercial Inspections	42
Occupational License-Commercial	19
Occupational License-Residential	16
DCF Inspections	9
Plans Reviews	18
Systems Inspections	21
Construction Inspections	5
C/O Inspections	6
Complaint Inspections	7
Special Inspections	0
Burn Permit Inspections	0
Consultation	27
Hydrants - Installation Inspection - 4/ Flow Test – 1/Maint.- 44	49
Pre-plans	12
Quarterly Fire Station Inspections	0
School Fire Drills / Security Plan Review / Annual Inspections	25
TOTAL INSPECTIONS	258

Fire Investigations	8
Follow up Investigations	3
Juvenile Fire Setter Programs	0
Public Education Programs	7
Bio-Terrorism Calls	0

HUMAN RESOURCES:

- Performance Evaluations processed: 3.
- Deltona JOBS Program Folders: 1st Floor lobby- (10) added, 2nd FL Lobby (10) added; (To date 1/12/11) total # of Deltona JOBS Program folders taken – (866).
- Applications Received: (22) Firefighter.
- Working on the Quarterly report.
- Working on Evaluations for February.
- New Hire Orientations (2): Business Development Administrator and Utility Systems Technician I.
- Working with Aflac and Finance on billing errors.
- Met with several department directors regarding personnel issues and coordination of personnel actions.
- Researching digital fingerprinting equipment in order to initiate locally Level II background screening.
- FMLA requests – 1.

PARKS AND RECREATION DEPARTMENT: Week ending 1/07/11

Administration:

- Farmers Market: 4 vendors, 55 cars.
- Met with VCSO/Building Services and the contractor to discuss some aspects for construction of the Social Services Building.
- Prepared materials for the Parks & Recreation Advisory and the Youth Advisory Sub Committee meetings.
- Hosted the Parks & Recreation Advisory Board Meeting.
- Hosted the Youth Advisory Sub Committee Meeting.
- Coordinated with the Legal Department on scheduling a briefing for the members of the Advisory Board/Committees on the Sunshine Law.
- Prepared Commission Workshop materials.
- Coordinated with DRMP on Thornby Park.
- Answered several citizen complaints regarding facility use.
- Met with B&L Painting Contractors to discuss completing the sealing and painting of City Hall.
- Met with Mike Williams, VCSO representatives and Mitch Honaker to discuss the planning of the street dedication naming of Martin Luther King Blvd. on January 15, 2011.

Facility Use Permits include:

- Deltona Community Center – 4 permits issued. Weekly attendance – 1,051.
- Harris M. Saxon Community Center – 2 permit issued. Weekly attendance – 479.
- Wes Crile Park – 15 permits issued. Weekly attendance – 3,504.
- Skate Park – 18 new passes. Weekly attendance – 1,053.

Special Events/Programs:

- City Hall:
 - Ability Fair on Saturday, March 12th from 9:00am-2:00pm.
- Dewey Boster Sports Complex:
 - Deltona Youth Soccer winter tournament is scheduled for January 29th & 30th.
 - Little Linksters Golf session will start in February.
- Harris M. Saxon Community Center:
 - Zumba dance classes have resumed.
 - Boys and Girls Club After-School program has resumed.
- Keyville Dog Park:
 - Wags-n-Whiskers Pet Fest on Saturday, March 5th from 9:00am-12 noon.
- Wes Crile Park:
 - Adult Valentine Dance on Saturday, February 12th from 4:30-7:30pm.
 - Youth Flag Football will return in March.

City Leagues Currently Underway:

- Polar Bear league continues.

Partner Leagues Currently Underway:

- FBVA Winter season continues.
- Adult 6V6 soccer continues.
- West Volusia Youth Baseball, Deltona Little League and Deltona Youth Soccer spring registration drives continue.

Parks Maintenance:

Mowed, edged and weeded the following parks: Veterans Memorial Park.

- Campbell Park – Checked park for soap dispensers in restrooms and replaced as needed.
- Dewey Boster – Checked park for soap dispensers in restrooms and replaced as needed; cleaned up tree that fell in parking lot; installed new changing table and replaced toilet paper dispenser in women's stall.
- Dupont Lakes Park – Checked park for soap dispensers in restrooms and replaced as needed.
- Dwight Hawkins Park – Checked park for soap dispensers in restrooms and replaced as needed.
- Festival Park – Picked up trash throughout park and replaced combo lock on front gate, cleaned the playground and pavilion; added screws to loose boards on dock.
- Keysville Dog Park – Installed fence around well.
- Lake Gleason Park – Checked park for soap dispensers in restrooms and replaced as needed; mulched playground.
- Manny Rodriguez Park – Checked park for soap dispensers in restrooms and replaced as needed.
- Skate Park – Checked park for soap dispensers in restrooms and replaced as needed.
- Thornby Park – Began the prepping and painting of restroom; completed painting; picked up debris and garbage throughout the park (sheet metal, etc.) using the clam truck; installed reflector tape on front gate.
- Timber Ridge Park – Checked park for soap dispensers in restrooms and replaced as needed.
- Tom Hoffman Park – Checked park for soap dispensers in restrooms and replaced as needed.
- Vann Park – Checked park for soap dispensers in restrooms and replaced as needed.
- Veterans Memorial Park – Repaired irrigation system (8 broken heads, 10 heads raised); reset timer to run on Tuesday and Friday starting at midnight; repaired 3 sections of fence; replaced soap dispenser in restroom.
- Wes Crile Park – Cleaned and painted ceiling grids in restroom and installed new ceiling panels; repaired and replaced spotlight on back of building.

Parks Maintenance – Miscellaneous

Weekly tasks include opening all parks in the a.m., cleaning parks restrooms, picking up and emptying trash at parks and facilities; picking up trash around all pavilions; taking goods to storage; cleaning depot trailer, barn and yard; cleaning pavilion areas (ceilings, tables, grilles, etc.); cleaning playgrounds and sidewalks.

- Took scissor lift to City Hall to take down Christmas tree in front patio.
- Checked storage for ballasts for outside lights.
- Installed door on barn drop down shutter.
- Checked Harris Saxon and storage for Eggstravaganza supplies.
- Picked up all packing materials from storage for the Christmas decorations.
- Installed two (2) "Festival Park" signs on Howland Blvd.
- Installed "Keysville Dog Park" sign on Howland Blvd.
- Picked up books from storage for Parks.

City Hall, Fire Station, Sheriff's Department and Social Services Building Maintenance:

Weekly tasks include cleaning the Fire Station; inspecting Social Services building; vacuuming; emptying trash from DSC classrooms; emptying trash for different departments; spraying and pulling weeds from various areas, trimming bushes and trees, watering sod and new shrub; walking the grounds and picking up trash; sweeping sidewalk; setting up commission chambers for various meetings and resetting afterwards, vacuuming the chambers, replenishing restroom supplies throughout the entire building; cleaning restrooms; unclogging various toilets in restrooms on both floors; replacing light bulbs throughout the building, courtyard and walkway; cleaning front of building; replacing restroom fresheners and batteries; vacuuming Commission Chambers and hanging pictures (as requested) throughout City Hall.

- Took down all Christmas decorations (trees, lights and wreaths) throughout the building and returned to storage.
- Escorted Signal 21 around building.
- Checked the temperature throughout the building.
- Responded to alarm at the Social Services Building from Signal 21 (x2).
- Cleaned out remaining supplies in maintenance closet and took to storage (2 trips).
- Picked up discarded kitchen sinks and restroom fixtures from the contractor doing renovations; took to the Depot.
- Swept out back entrance and removed cobwebs from wall.
- Cleaned out areas around dumpsters on side of building.
- Trimmed dead trees along walkway.
- Trimmed hedges along the chiller wall.
- Painted section of office in Development Services.
- Moved bookcases and file cabinet for Business Services.

Sports Turf Maintenance:

- Normal routine maintenance at:
 - Dewey Boster Sports Complex.
 - Baseball and Pony League Fields.
 - Vann Park.
 - Dupont Lakes.
 - Wes Crile Park.
 - Repaired irrigation pipe at Campbell Park.
 - Replaced 4 heads at Campbell Park.
- Sports Complex:
 - Spot sprayed Quinclorac 75 for broadleaf weeds at Sports Complex.
 - Repaired irrigation pipes at Pony League.
 - Moved head at tee ball at Pony League.
 - Trimmed side bushes on fields 1 & 3.

PLANNING & DEVELOPMENT SERVICES DEPARTMENT:

Executive Summary ~ The Planning and Development Services Department is appreciative of the team efforts made to see the Thornby project completed in a timely manner. While there remains site lighting to complete, the park is an extremely positive regional project that will benefit the area for decades. Staff considered the park in early planning phases to be the first phase of a several phase effort. With the park in as an anchor for future development, the City will look at grants to facilitate interconnectivity of future pedestrian-oriented facilities in the form of a trailhead and other passive recreational facilities to enhance the park.

Planning~ The Planning Section spent the week itemizing public comments cited during Family Dollar/Doyle site plan hearing in April 2010, providing administrative support to the Deltona Village applicant to help facilitate the start of this project, researched Deltona Commons and assisted parties interested in developing a portion of that property, and ensured that all documentation is ready for the January 19th P&Z Board pertaining to text amendment that would restrict improper dispensing of controlled substances. The Mixed Use Areas are also being looked at more closely for implementation purposes.

Housing & Community Development ~ The Housing & Community Development Section is within the process for NSP 3 funding to secure the projected \$1.9 million. HUD reports that an amendment to the Substantial Amendment to the Five Year Consolidated Plan is required by March 1st. Staff is in the process of writing that amendment. Staff is also repairing units in NSP 1 and will have approximately 22 units ready for sale by the end of January. Finally, staff met with the real estate brokers to define the home sale process to make for a more streamlined effort of review and sign-off to get to the closing table quickly.

Economic Development ~ Economic Development staff met with the City Manager and Vice-Mayor Treusch to discuss the Vice-Mayor's idea of an "executive suite" set-up to assist older residents with basic computer workings. This would serve to utilize empty office space and offer jobs. Staff also attended the West Volusia Economic Development Council meeting in Orange City, and will attend the SCORE recognition luncheon held by Volusia County EDC on Friday the 14th.

PUBLIC WORKS: Covering 1/3/2011 to 1/7/2011

Traffic Operations ~ Weekly tasks include monitoring crews and downloading and evaluating traffic survey information.

- **Signs:**
 - Removed garage/yard sale signs throughout the City.
 - Completed 3 sign repair work tickets throughout the City.
 - Replaced from stock (1) stop sign at Eustace Av & Providence Blvd.
 - Fabricated & installed (1) left curve sign: 3015 India Blvd; 1221 Humphrey Blvd.
 - Fabricated & installed (1) stop sign ahead on Jena Dr.
 - Fabricated & installed (1) "45 mph" sign: N Normandy Blvd & Graves; N Normandy Blvd & Firwood Dr.
 - Fabricated (3) signs Parks & Recreation for Festival Park; Keysville Park and a trail sign.
 - Fabricated (14) signs for Deltona Water for assigned parking areas.
 - Fabricated & installed signage for glass door at Deltona Water for holiday hours.
- **Asphalt:**
 - Completed 9 asphalt repair work orders throughout the city – 3 ¾ tons.
 - Repaired 14'x 4' & 8'x15' section of road at 1168 Lyric for the Stormwater Dept – 1 ¾ tons.
 - Repaired (19) 5'x 23' section of road at 168 Perimeter for Deltona Water – 6 ½ tons.

- **Thermoplastic Stripping:** Installed yellow center lines at Jena Dr & Enterprise Rd – 10’.

Field Operations ~ Weekly tasks include evaluating work orders called in by residents.

- **Beautification:** Removed tree straps from crepe myrtles on Howland Blvd medians & trumpet trees on Providence Blvd medians
- **Concrete:** Sidewalks – 943 Halstead St – 5’x 5’; Fruitland Av & Saxon Blvd - 47’x 4’; 1192 Penfield Av – 6’x 4’ & 3’x 4’; 1175 Penfield Av – 5’x 4’ & 5’x 4’; 2319 Austin Av – 10’x 5’; 2901 Sweet Springs St – 6’x 4’.
- **Clam Truck:**
 - Debris – 21.
 - Trimming – 23.
- **Slope Mowing:** 907 Adler Dr – 140’; Alley 566 – 1600’; 523 E Lehigh Dr – 150’; 1970 E Lehigh Dr – 115’ 1175 Lombardy Dr – 175’; Idelwise – 465’; Lovington & Mentmore; Voyager & Giralda – 230’; Tanner & Snook – 120’; 1815 S Tanner Ct – 120’; 1775 S Tanner Ct – 200’; 921 Union Cir – 120’; 1132 Bancroft St – 161’; 1311 Begonia St – 60’; N Apache Cir & N Normandy Blvd – 75’; 2548 Albury Av – 70’; Freeport & Agatha – 117’; 1535 Agatha – 75’; 463 Chestnut Ave – 390’; 736 Tamerlane St – 80’; Trinidad & Tamerlane – 205’; 1549 Sumatra – 80’; 1460 Baton Dr – 60’ 590 Outrigger Dr – 110’; 257 Glencove Dr – 75’; 2872 Foxdale Dr – 160’; Staten & Elnora – 183’; 394 Elkin Ave – 160’; 157 Rosedale – 80’; 162 Rosedale – 80’; 201 Rosedale – 80’; 270 Shadydale – 60’; 290 Shadydale – 80’.
- **Misc:**
 - Used stump grinder on tree stump at 3260 Noah.
 - Installed concrete around school flasher at Ft Smith & Rookery.

Fleet Maintenance Division ~

- **Vehicles:** PM – 7; Repairs – 12.
- **Equipment:** PM – 3; Repairs – 12.
- **Road Calls:** 1.
- **Parts Run/Vehicles Delivery:** 2.

Stormwater Division ~ Weekly tasks include check and monitor all electric pump stations; respond to all safety concerns; talk to residents about their concerns; check and record lake levels; manage current CDBG projects; implement NPDES Inspection program.

- **Construction Crew:**
 - 635 Malaga – put in 100’ of 12” sock pipe; 2 basins; took out driveways.
 - 1073 Eagles Nest – ground stump.
 - Baton Estates – shot elevation for new pond.
 - 1198 Lyric – put in 40’ of 18” sock pipe; 2 basins; graded area and placed sod.
 - 1176 Tivoli – put in 12’ of 6” sock pipe; 2 basins; graded area and placed sod.
- **Drainage Rehabilitation Crew:** 1000’ of drainage rehabilitated.
- **System Cleaning (Vac Truck):**
 - 225’ of Stormwater system cleaned.
 - 7 yards of debris removed.
 - Watered new sod city wide.
- **Right of Way Mowing Crew:** Pond 10 – put in 100’ of 24” pipe; built a box; poured 2 flumes; graded area and placed sod.
- **Right of Way Litter Crew:** 618 Gallons of litter removed.

UTILITIES: Customer Service

January 2011	3	4	5	6	7	8	9	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
DW – Lockbox	1020	1103	473	407	380	X	X	3383
Ebox	341	410	199	151	232	X	X	1333
Call Center Calls	902	690	465	319	350	X	X	2726
Walk-ins/Drop Box	823	469	316	199	227	X	X	2034
On-line Payments	282	175	160	158	167	107	95	1144

Customers Disconnected for Non-Pay

January 2011 Cycle	4	5	Total
	Tues 7 & 1	Wed 8	
Total on Disconnect List	179	99	278
Off in error/DW error			
Off in error/Munis error			
Misapplied Payment			

Construction Log & Service Orders

January 2011	3	4	5	6	7	8	9	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
Water Service								
Meter Sets								
Reclaim Meters								
Fire Hydrant Installs								
Fire Hydrant Replacement	2			1	2			5
Fire Hydrant Repair								
Replace Meter Box	2	1	1	6				10
Locates Received	5	13	25	5	4			52
Locates Completed	59	6	16	18	5			104
Main Leaks	1							1
Service Leaks	2		1		1	1		5
Sewer Repairs								
Sewer Blockage	1	1	1		1			4
KV2 Valves				8				8
Service Replacements				4				4
Meter Change Outs	7	10	5	5	9			36
Service Orders	87	140	106	124	100			557
Disconnects		179	99					278
Drainfield Leaks								
Meter Retirements				2	4			6