

# CITY OF DELTONA

CITY MANAGER'S OFFICE

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To: Deltona City Commission  
From: Faith G. Miller, City Manager  
Subject: Weekly Courtesy Report  
Date: June 24, 2011

## **NSP 1 Status Update:**

We have completed nine (9) property sales and closings on NSP houses as of today, and we have an additional nine (9) closings pending as shown on the attached Exhibit A. Total closed and pending sales to date equal: \$1,403,900.00.

## **Council on Aging:**

The new Executive Director of the Council on Aging, Douglas Beach, and Tom Lindzon, Finance Director, met with Faith Miller and Steve Moore to discuss the future of the Deltona Senior Center, their concerns regarding future funding, and request that the City Commission consider the continued funding level of \$16,000 for the Senior Center and Meals on Wheels programs through the General Fund budget for FY 11/12. Additional information provided to staff from the Council on Aging is attached as Exhibit B.

## **Citizen Comments:**

Two messages were received this week from citizens wishing to express their satisfaction with the services provided by their City organizations. Bob Bates wrote to thank City Staff for the Neighborhood Watch Program which helps keep watch over his property while he's away, and another citizen, Ms. Theresa Dunham, came to City Hall to personally express her enthusiastic compliments on the service she received from Steve Roland, Acting Building Official, as well as from "the Permits Girl" who had recently helped her with permitting issues.

## **Team Volusia Update:**

Vice Mayor Treusch and the City Manager attended the Team Volusia Board of Directors' Meeting this past Wednesday. The main discussion point of the meeting was the branding initiative for Volusia County undertaken by Team Volusia, through its consultant, Benedict Advertising. The advertising firm presented three (3) options for a "Tag Line" for the County as part of this branding initiative including:

- Option 1 - "A Natural for Growth";

- Option 2 - "Perfectly Natural for Bringing Business to Life"; or
- Option 3 - "Discover Our True Nature"

The Board did not vote to select any of the three options and instead provided more input and asked the firm to come back with a recommended tag line and branding logo for the Board's consideration.

Another item discussed was the need for an industry cluster analysis, particularly of the west side, to determine the most viable business segments/industries to target to come to this area. In the Team Volusia goals, this analysis had a deadline of September 1<sup>st</sup> and a small budget amount of under \$30,000. Such studies can range in cost from \$75,000 to \$125,000. The Board approved extending the deadline for this analysis to December 31<sup>st</sup> with the Team Volusia staff conducting the analysis by partnering with a local university rather hiring an outside consultant.

**Ongoing/Upcoming Events:**

- **City Commission Workshop Meeting** – Monday, July 1<sup>th</sup>, 10:00 a.m., Commission Chambers, Review of draft FY11/12 Budget
- **Monday, July 4<sup>th</sup>** – City Holiday
  - 7<sup>th</sup> Annual Fireworks Extravaganza event – Monday, July 4<sup>th</sup>, 6:00 to 10:00 p.m. at Dewey O. Boster Sports Complex (see flyer, Exhibit C)
  - Garbage pick-up will be moved to the following day every day this week, i.e., Tuesday through Saturday (Exhibit D)
- **Regular City Commission Meeting** – Tuesday, July 5<sup>th</sup>, 6:30 p.m., Commission Chambers
- **City Commission Workshop Meeting** – Monday, July 11<sup>th</sup>, 4:30 p.m., Commission Chambers
- **Special City Commission Meeting** – Tuesday, July 11<sup>th</sup>, 6:30 p.m., Commission Chambers, Tentative Proposed Millage Rate Resolution and Annual Rate Resolutions for Special Assessments
- **Regular City Commission Meeting** – Tuesday, July 18<sup>th</sup>, 6:30 p.m., Commission Chambers
- **Farmer's Market** – Every Saturday, 1649 Providence Blvd., 9:00 a.m. – 2:00 p.m.

  
 Faith G. Miller  
 City Manager



Council on Aging of Volusia County, Inc.  
 Statement of Revenues and Expenditures  
 From 10/1/2009 Through 9/30/2010

0833 - Deltona Senior Center

|                                       | Actual<br>Year 2009-2010 | Projected<br>Year 2010-2011 |
|---------------------------------------|--------------------------|-----------------------------|
| Members Active on June 22, 2011 - 425 |                          |                             |
| Revenues and Gains                    |                          |                             |
| Local Contributions & Bequests        | 1,700.00                 | 2,000.00                    |
| Special Events & Other                | 1,740.65                 | 1,740.65                    |
| Support                               | 13,000.00                | 13,000.00                   |
| Donations                             | 40.00                    | 40.00                       |
| Activities                            | 13,254.57                | 12,527.27                   |
| Trips                                 | 1,997.00                 | 2,213.00                    |
| Memberships                           | 3,863.00                 | 3,835.00                    |
| In-Kind                               | 26,000.00                | 26,000.00                   |
| Total Revenues and Gains              | 61,595.22                | 61,355.92                   |
| Expenses                              |                          |                             |
| Salaries & Wages                      | 27,144.00                | 27,223.77                   |
| Payroll Taxes & Employee Benefits     | 8,540.52                 | 8,307.97                    |
| Travel - Staff                        | 307.76                   | 303.49                      |
| Education/Training                    | 30.00                    | 33.76                       |
| Postage                               | 1,122.76                 | 1,446.52                    |
| Printing & Supplies                   | 5,790.27                 | 5,544.55                    |
| Insurance                             | 154.65                   | 55.01                       |
| Maintenance & Repair                  | 453.70                   | 453.70                      |
| Equipment Leases                      | 1,801.12                 | 1,917.53                    |
| Professional/Legal/Audit Fees         | 50.67                    | 50.67                       |
| Tags, License                         | 322.20                   | 322.20                      |
| Background, Drug Testing              | 24.55                    | 0.00                        |
| Senior Activities                     | 2,567.23                 | 121.20                      |
| Senior Trips                          | 750.00                   | 966.00                      |
| Meetings                              | 19.94                    | 19.86                       |
| Dues, Subscriptions                   | 39.00                    | 0.00                        |
| Volunteer Recognition                 | 9.46                     | 13.38                       |
| In-Kind                               | 26,000.00                | 26,000.00                   |
| Other Operating Expenditures          | 25.00                    | 25.00                       |
| Total Expenses                        | 75,152.83                | 72,804.61                   |
| Allocations Expense (Income)          |                          |                             |
| Depreciation                          | 6.94                     | 83.33                       |
| Share of General & Administration     | 687.57                   | 700.00                      |
| Total Allocations Expense (Income)    | 694.51                   | 783.33                      |
| Net Increase (Decrease)               | (14,252.12)              | (12,232.02)                 |

Council On Aging of Volusia County, Inc.  
 Deltona CDBG Request 2011/2012

| TIME | EVENT | DAYS OF WEEK |
|------|-------|--------------|
|------|-------|--------------|

**CURRENT ACTIVITIES**

|         |                         |                              |
|---------|-------------------------|------------------------------|
| 9:00 AM | Coffee Social           | MTWTF                        |
| 9:00 AM | Beginners Computer      | Mondays                      |
| 9:00 AM | AARP Driving Class      | Fourth Tuesday and Wednesday |
| 9:00    | Tai Chi                 | MTWTF                        |
| 9:00    | Painting Class          | First Wednesday              |
| 9:00    | Oil Painting Class      | Third Monday                 |
| 10:00   | Sit Down and Exercise   | TWF                          |
| 10:00   | Massage Therapy         | Wednesdays                   |
| 10:00   | Blood Pressure Checks   | Third Tuesdays               |
| 10:30   | Lunch and Learn Seminar | Fourth Tuesday               |
| 11:00   | Junk Bingo              | Mondays                      |
| 11:00   | Red Hatters             | Third Wednesday              |
| 12:00   | Advanced Computers      | TW                           |
| 12:00   | Build Your Own Sundae   | Wednesdays                   |

**INCREMENTAL ACTIVITIES**

|       |                          |                |
|-------|--------------------------|----------------|
| 12:30 | Bridge                   | MTWF           |
| 12:30 | Texas Holdem             | TWF            |
| 12:30 | Movie Matinee            | Wednesdays     |
| 1:00  | Kintting/Crochet/Crafts  | Tuesdays       |
| 1:30  | Dollar Bingo             | Mondays        |
| 1:00  | Super Bingo              | Thursdays      |
| 2:00  | Vision Support Group     | Second Tuesday |
| 1:00  | Line Dance Class         | Wednesdays     |
| 2:00  | Ball Room Dance Class    | Fridays        |
| 2:00  | Advanced Ball Room Class | Mondays        |
| 3:00  | Get Together Dance       | Fridays        |

Council On Aging of Volusia County, Inc.  
 Cost of Grant Services  
 City of Deltona                      Year 2010

| Service                      | Unique Clients | Units       | Value                      |
|------------------------------|----------------|-------------|----------------------------|
| Adult Daycare                | 22             | 11,844.25   | \$116,139.98               |
| Basic Subsidy                | 9              | 73.00       | \$9,208.22                 |
| Case Aide                    | 53             | 31.75       | \$1,246.82                 |
| Case Management              | 212            | 1,562.55    | \$70,665.78                |
| Child Day Care               | 5              | 346.25      | \$3,589.67                 |
| Chore (HC)                   | 13             | 56.25       | \$1,207.20                 |
| Chore Enhanced               | 1              | 39.50       | \$817.24                   |
| Cong Meals Screen            | 144            | 106.00      | \$2,857.77                 |
| Congregate Meals             | 161            | 14,325.00   | \$112,866.63               |
| Consultant Services          | 1              | 94.00       | \$3,691.38                 |
| Counseling Gerontology       | 2              | 2.00        | \$78.54                    |
| EHEAP Outreach               | 2              | 4.00        | \$146.23                   |
| Emergency Alert Response     | 43             | 8,772.00    | \$8,872.88                 |
| Home Delivered Meals         | 85             | 13,469.00   | \$84,765.35                |
| Homemaking                   | 64             | 2,665.25    | \$63,952.66                |
| Material Aid                 | 10             | 12.50       | \$1,338.75                 |
| Non Billable                 | 32             | 16.00       | \$380.80                   |
| Nutritional Education        | 9              | 9.00        | \$1,927.80                 |
| Personal Care                | 53             | 3,165.75    | \$74,039.79                |
| Pest Control Maintenance     | 3              | 11.00       | \$654.50                   |
| Respite In- Home             | 22             | 2,014.75    | \$48,574.41                |
| Respite In-Facility (HC)     | 19             | 7,878.50    | \$91,610.12                |
| Screening and Assessment     | 21             | 48.50       | \$2,292.44                 |
| Transportation               | 12             | 2,595.00    | \$23,569.66                |
| Services not client specific |                |             | \$38,635.00                |
|                              |                | Total Value | <u><u>\$763,129.63</u></u> |

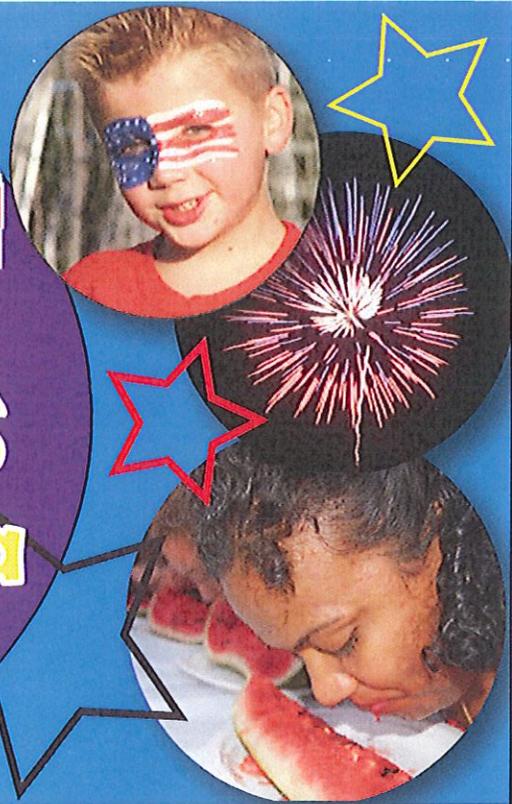
DELTONA, FLORIDA

# July 4th

7th Annual

## Fireworks Extravaganza

6-10 p.m., July 4th  
Dewey O. Boster



Exhibi  
c



The Dewey O. Boster Sports Complex is located at 1200 Saxon Blvd. Parking at the park is limited. Extra parking and a free shuttle bus will be available at City Hall, 2345 Providence Blvd. Buses will run from 5:30 to 8:45 p.m. and then from 9:45 to 10:15 p.m.

## Schedule of Events

- 5:30 p.m. - Shuttle Service begins from City Hall, 2345 Providence Blvd.
- 6-9 p.m. - Activities for the kids (Games, Bounce House and more)
- 6-9 p.m. - Then2Now live on stage
- 8:45 p.m. - Last shuttle service leaves City Hall for the park
- 9:15 p.m. - Fireworks begin!
- 9:45 p.m. - Shuttle service to City Hall resumes
- 10:15 p.m. - Last shuttle leaves the park



**Bring your chairs and blankets!**



Co-sponsored by Brown & Brown-PRIA, Quentin L. Hampton & Associates, Baskerville-Donovan, Dave's Fence and Waste Pro.

Exhibit D

# City of Deltona Residents



**“Waste Pro  
Wishes Everyone...  
A Happy Fourth of July  
Holiday!”**

**NO COLLECTION SERVICE  
Provided on**

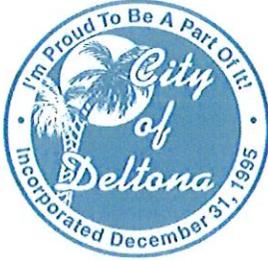
**4th OF JULY, 2011**

**Monday, July 4th  
*Will be serviced on*  
Tuesday, July 5th**

Your regular day of service will be moved to the following day.  
Friday, July 8th will be serviced Saturday, July 9th

Visit the City of Deltona’s  
website at  
**[www.deltonafl.gov](http://www.deltonafl.gov)**





# CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Deltona City Commission  
From: Faith G. Miller, City Manager  
Subject: Weekly Courtesy Report  
Date: June 24, 2011

**CITY MANAGER'S OFFICE** thru 6/22/2011

**Communication:**

- Working to promote County's redistricting meeting at the library via DeltonaTV and social networking
- Edited a flyer for Parks & Recreation for the upcoming Senior Celebration Breakfast and used social networking to promote.
- July 4th Marketing: printed Mylar posters for use by 20/20 Media in bus shelters around Deltona and printed and mounted hard-backed posters for display in City parks.
- Created Super Star Student cards for mailing to the schools/teachers.
- Working with VCSO on promotions for National Night Out.
- Broadcast the June 20 meeting of the Deltona City Commission.
- Shot video of Commissioner Denizac receiving Certificate of Appreciation Award at the Feria de Salud y Comunidad, Community Health Fair.
- Updated NSP Parade of Homes on DeltonaTV.
- Updated Deltona Jobs Program Listings on DeltonaTV.
- Loaded new programming from UCF and White House Chronicle for DeltonaTV.
- Created schedules for the weeks of June 26 and July 3 for DeltonaTV.
- Created DeltonaTV slide for VCHA 16<sup>th</sup> Annual Latin Music Festival.
- Loaded programming for "Acoustic Spotlight Marathon", for broadcast on Monday July 4<sup>th</sup> on DeltonaTV.
- Working with Cheryl Atkins for the application of a federal marketing grant for the City's Farmer's Market.
- Working on July issue of Pride.
- Working with Clerk's Office on July 4<sup>th</sup> Fireworks.

**Media Relations:**

- Spoke with Blaine Tolison/WFTV Ch. 9 regarding DFD laptops, from the Commission Meeting on June 20<sup>th</sup>.
- Worked with Mark Harper/News Journal to get information regarding the postponement of Station 65 Ribbon Cutting
- Called WFTV Ch. 9 to correct error, that Station 65 Ribbon Cutting was postponed
- Worked with Al Everson/DeLand Beacon, requested info for bus bench and shelter monies and contract

**Press Releases:**

- DeltonaTV going acoustic for July 4<sup>th</sup>
- Fire Station 65 Ribbon-Cutting Postponed

**Business Development:**

- Teleconferenced with Ron Paradise and Patrick O’Leary of Agree Realty to discuss zoning uses and commercial land in the City of Deltona. O’Leary is the site selector for convenience store/gas stations, grocery stores, restaurants, etc.
- Worked with Irma Taylor, City of Deltona, and Melody Hallock, Volusia County, to continue working on a formal business mailing list for future Citywide notifications.
- Meeting with Christine Collier, City of Deltona and Cheryl Atkins, City of Deltona, to work on preliminary Florida Scrub Jay (HTP) Habitat Conservation Plan.
- Telephone discussion with Frank DeMarsh and Carlos Gonzalez of Blue Chip Energy regarding potential for a solar energy site in Deltona.
- Met with Frank DeMarsh and Mayor John Masiarczyk to discuss the water retention area at the south side of Graves Avenue.
- Attend City Commissioner’s Workshop: Agenda item: Brownfields presentation by CobbCole.
- Attended the DEDAB Joint Advisory Board Sub-committee meeting.
- Worked on solicitations of new businesses for Deltona.

**BUILDING & ZONING SERVICES** thru 6/17/11

|  |                 |
|--|-----------------|
| Building Permits issued for the week.....            | 67              |
| Valuation of work permitted for the week.....        | \$525,305.60    |
| Inspections completed for the week .....             | 194             |
| Total Permits issued for Fiscal Year 10/11 .....     | 2,280           |
| Valuation of work permitted for the year 10/11 ..... | \$24,550,050.36 |
| Solar Rebates Processed this week:.....              | 0               |
| Total Solar Rebates processed since 2/1/10: .....    | 87              |

**Permits Issued:**

|                                |           |
|--------------------------------|-----------|
| A/C change out .....           | 16        |
| Addition.....                  | 1         |
| Door replacement .....         | 1         |
| Electrical.....                | 5         |
| Exterior renovation.....       | 2         |
| Fence .....                    | 1         |
| Fire sprinklers.....           | 1         |
| Garage door replacement.....   | 2         |
| Interior repair.....           | 1         |
| Pool above ground.....         | 1         |
| Reroof .....                   | 13        |
| Right of way .....             | 1         |
| Screen enclosure.....          | 3         |
| Sign.....                      | 4         |
| Solar panel .....              | 1         |
| Water heater replacement ..... | 2         |
| Window replacement .....       | 3         |
| <b>Total</b>                   | <b>67</b> |

**CITY CLERK'S OFFICE** thru 6/17/11

- Deputy City Clerk attended the FACC Summer Conference in Orlando, Florida.
- City Clerk's Office is preparing for two (2) upcoming events:
  - June 24<sup>th</sup>: National Take Your Dog to Work Day
  - July 4<sup>th</sup>: 7<sup>th</sup> Annual July 4<sup>th</sup> Extravaganza.

**Department Staff:**

|   |         |            |
|---|---------|------------|
| 2nd Floor HR/CC Walk-In Customers .....     | 67      |            |
| 2nd Floor calls Answered.....               | 32      |            |
| Packages Picked Up .....                    | 2       |            |
| Packages Received .....                     | 42      |            |
| A/P Invoices Opened.....                    | 168     |            |
| Newspapers .....                            | 16      | (11 hours) |
| Public Records Requests Received .....      | 4       |            |
| Public Record Request Amount Received ..... | \$34.51 |            |
| Documents imaged, pages.....                | 1338    |            |
| Large scale drawings imaged, pages .....    | 21      |            |

**ENFORCEMENT SERVICES DEPARTMENT** thru 6/20/2011

|   |           |                         |
|---|-----------|-------------------------|
| Requests for services this week .....                             | 263       |                         |
| Animals impounded at the humane societies .....                   | 39        |                         |
| Citation warnings issued .....                                    | 23        |                         |
| Courtesy notices .....  | 111       |                         |
| Abatement notices .....   | 26        |                         |
| Citations issued .....  | 3         |                         |
| Code Enforcement telephone calls .....                            | 107       |                         |
| Solid Waste calls .....   | 74        |                         |
| Citizen walk in requests for Code Enforcement assistance .....    | 16        |                         |
| Citizen walk in requests for Solid Waste assistance .....         | 6         |                         |
| Properties requiring grass to be cut by contractors .....         | 0         | (at a cost of \$0.00)   |
| Certified mailings sent out .....                                 | 26        | (at a cost of \$145.34) |
| Money collected for Animal tags, liens and return to owners ..... | \$80.00   |                         |
| Foreclosures last week:   |           |                         |
| Deltona   | 19        |                         |
| Volusia County  | <u>31</u> |                         |
| Total   | 50        |                         |

**FINANCE DEPARTMENT** thru 6/22/2011

- Prepared bid for Sale of house on 591 N. Firwood, Deltona.
- Prepared letter in response to State Door II protest on the Ft. Smith Roadway Improvement Project.
- Updating Munis/Fixed Asset Module.
- Preparing agenda memo requesting approval to enter into negotiations with Brighthouse Networks for Primary Rate Interface.
- Staff attended Unclaimed Property Workshop 2011 in Orlando, FL hosted by the Department of Financial Services.

- Working on Capital budgets.
- Working on General Fund Budget for July 1<sup>st</sup> workshop.

## **FIRE DEPARTMENT** thru 6/23/2011

### **Fire Chief:**

*The department is continuing to provide assistance in mitigating the wildfires in the various areas of Volusia County. Volusia County Fire Services has established an Area Command to coordinate resources. Thus far we have provided the following since June 9<sup>th</sup>:*

- Brush Attack with 2 persons for 11 days (12-14 hour shifts)
- Chief officer as a liaison for the Volusia County Fire Chiefs' Association – 1 day (12-hour shift)
- Coverage of Enterprise, Osteen, Lake Helen, Lake Ashby as a first-due battalion (from Deltona – 12-hour shift)
- Personnel have been completing the appropriate FEMA paperwork for reimbursement of their time in case the Volusia County fires are declared as part of the Governor's State of Emergency.
- This additional workload has taken toll on two of our Brush Attack units that now require repair. We are requesting assistance from Volusia County for parts and/or certified mechanics to get these two units back into service as soon as possible.
- Attended a VCFCA meeting where renewal of the Interlocal Agreement between all municipalities and Volusia County for Fire and Rescue Services Mutual Aid. This agreement was initially formed in 2006 as an initiative of the VCFCA to ensure inter-agency cooperation and response.
- Met with key departmental employees reference reorganization of the Fire Loss Management and Communications divisions.

### **EMS:**

- Updated all Key Secures.
- Training on STEMI, Stroke and Contingency Transport.
- Training on stretcher & stair chair operations.
- Training on radio reports and new CO monitor.
- Held a CPR class (CPR pro renewal).
- Customer Survey Cards sent out.
- New CPR brochures made and put out.

### **Training & Safety:**

- Conducted Thermal Imaging Camera Training.
- Review policies and procedures on fire station slide poles from McIntire Brass Works, Inc.
- Went to Station 65 and practiced sliding down the fire pole.

### **Information, Communications & Education:**

- Work on photos for Station 65 (Dalton).
- Continue work with VITAS Hospice on partnership to assist elderly.

**HUMAN RESOURCES DEPARTMENT** thru 6//2011

- Performance Evaluations processed: 3
- Deltona JOBS Program Folders
  - 1<sup>st</sup> Floor lobby – (5) added
  - 2<sup>nd</sup> Floor lobby – (5) added
  - Total # of Deltona JOBS Program folders taken – (986)
- Applications received:
  - (6) Parks Attendant
  - (4) Water Operator
  - (3) Building Official, Plans Examiner, Electrical Inspector
- Participated in interviews for: Utility Customer Service Rep I, Cashier, and Public Works Technician positions.
- Scheduled Pre-employment physicals & drug screenings for: (2) Utility Systems Technicians, (1) Cashier & (1) Lead Water Operator (drug screening only).
- Scheduled Commercial Drivers' License and Respiratory physical for (1) Utility Systems Technician.
- New hire orientations for: (2) Utility Systems Technicians & (1) PT Facility Attendant
- Finalizing Mayor and Commissioners' salary survey.
- Met with several Department Directors regarding personnel issues and coordination of personnel actions.
- Separations processed including exit interview: G. Cooney, City Attorney (resignation)
- FMLA requests – (2)
- Met with United HealthCare Wellness representative and Gene Gizzi to discuss wellness programs offered by UHC and how they can enhance the City's wellness program.
- Participated in 2 webinars hosted by FRS regarding upcoming changes based on recent legislative decisions.
- Participated with the Deputy City Manager and Fire Chief in meeting with specific employees regarding job reclassification or job elimination in the FY 2011/12 budget.

**Risk Management Division:**

- Investigated three resident complaints regarding fallen trees
- Working with Fire Department on Fire Fighter physicals
- Conducted inspection of two City parks with insurance carrier safety inspector
- Working with two insurance attorneys regarding 2 claims by third parties

**PARKS AND RECREATION DEPARTMENT** thru 6/17/11

**Administration:**

- Farmers Market: 8 vendors, 160 cars.
- Attended 4th of July staff meeting.
- Prepared for onsite review meeting about the new metal building for Dewey O. Boster.
- Met with Council on Aging representatives.
- Met with staff to discuss the Farmers Market.
- Met with Advanced Recreational Concepts to discuss replacement of torn shade structures at Dewey O. Boster.

**Facility Use Permits:**

- |                                    |                  |                           |
|------------------------------------|------------------|---------------------------|
| • Deltona Community Center         | 2 permits issued | Weekly attendance – 892   |
| • Harris M. Saxon Community Center | 1 permit issued  | Weekly attendance – 417   |
| • Wes Crile Park                   | 2 permits issued | Weekly attendance – 3,392 |
| • Skate Park                       | 7 new passes     | Weekly attendance – 965   |

**Special Events/Programs:**

- Dewey Boster Sports Complex:
  - The Orlando City Soccer Club continues training.
  - Discussions are on-going regarding hosting an Elite Clubs National League tournament in late December.
  - Volusia County Hispanic Association Latin Fest – Sunday, June 26<sup>th</sup>.
  - Annual City of Deltona July 4<sup>th</sup> celebration – Monday, July 4<sup>th</sup>.
- Dupont Lakes:
  - Kids All American Fishing Derby - July 16<sup>th</sup>.
- Harris M. Saxon Community Center:
  - Zumba dance classes Mondays at 7:00p.m.
  - Boys and Girls Club Summer Camp continues.
- Wes Crile Park:
  - DTA Summer program continues.

**City Leagues Currently Underway:**

- Summer league starts the first week in July.

**Partner Leagues Currently Underway:**

- West Volusia Youth Baseball All-Star and tournament practices continue.
- Deltona Little League All-Star and tournament practices continue.
- FBVA summer program will start in July.

**Parks Maintenance:**

- Mowed, edged and weed-eated the following Parks:  
City Hall, Keyville Dog Park, and Skate Park.
- Campbell Park – Trimmed trees along entire walking trail; repaired restrooms; repaired irrigation.
- DuPont Lakes – Covered exposed wires on concession stand.
- Keyville Dog Park – Removed graffiti in restroom due to vandalism.
- Manny Rodriguez – Repaired restrooms.
- Skate Park – Checked and repaired irrigation.
- Timber Ridge Park – Removed dead limb from power line.
- Wes Crile – Repaired gym doors due to vandalism; repaired/replaced all emergency lighting, replaced flag lighting.

**Parks Maintenance – Miscellaneous:**

*Weekly tasks include opening all the parks in the a.m., cleaning restrooms at parks, picking up and emptying trash at all parks and facilities; picking up trash around all pavilions; taking goods to storage; cleaning the*

depot trailer, barn and yard; cleaning pavilion areas (ceilings, tables, grilles, etc.); cleaning playgrounds and sidewalks, taking vehicles to Fleet for maintenance, replacing paper towel and toilet paper dispensers.

- Assembled picnic tables for Wes Crile Park.
- Delivered picnic tables to Wes Crile Park.
- Picked up lift from fleet maintenance.
- Attended defensive driving course.

**City Hall, Fire Station, Sheriff's Department and 1691 Providence (Sheriff) Building Maintenance:**

*Weekly tasks include cleaning the Fire Station; inspecting Sheriff's 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 shrubbery; walking the grounds and picking up trash; sweeping sidewalk; setting up Commission Chambers for various meetings and resetting afterwards; checking temperature throughout the building; 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.*

- Sent Irvine to inspect the air conditioning unit at Sheriff's Office for cooling issues.

**Sports Turf Maintenance:**

- Normal routine maintenance at
  - Dewey Boster Sports Complex
  - Baseball and Pony League Fields
  - Vann Park
  - Dupont Lakes
  - Wes Crile Park
- Sports Complex
  - Repainted soccer fields and placed nets for Orlando City Soccer.
  - Painted portion of stage due to vandalism.
  - Prepared trail between complex and church for the event July 4<sup>th</sup>.

**PLANNING & DEVELOPMENT SERVICES** thru 6/21/2011

**Executive Summary:**

The Planning and Development Services Department continues forward with the NSP 1 and SHIP programs to provide a high level of service to Deltona residents. As of today, there are nine (9) homes sold within NSP1 and another 14 in some stage of contract towards closing. This marks tremendous interest in the program and that it is working as designed.

**Planning:**

The Planning Section seeks to schedule pre-development meetings for the Lohman's Funeral Home and the Shops of DuPont Lakes in order to see those projects move forward towards construction. A significant event occurred this week with the erection of the tilt-walls for the Epic Movie Theatre site. Development is becoming a reality within the Deltona Village project! The Small Scale Future Land Use Map Amendments and the rezoning for DuPont Lakes Park are proceeding to the Planning and Zoning Board in July. Finally,

Staff will be looking at the Urban Design Pattern Book and Urban Design Master Plan to suggest that the City Commission merge the documents and make revisions that are cost effective in today's development market.

**Housing & Community Development:**

The Housing and Community Development Section is spending over \$70,000 this month to reduce the amount of SHIP dollars remaining to roughly \$215,000. With an average monthly spending ratio of \$75,000 as a goal, staff can exhaust the remaining money prior to the end of September 2011. Reorganization of CDBG files is beginning to have them formatted similar to NSP files and staff is bringing an item to the June 23<sup>rd</sup> City Commission Workshop to discuss the use of unallocated funds.

Finally, NSP 1 is proceeding at a good pace. Three homes are remaining for major repairs, three homes await final inspection, and Habitat has three homes to start. There is competing interest in some units, and the potential for selling 22 units by the end of the summer is a real milestone. Finally, Staff is amending the Management Plan for NSP 3 to allow for redevelopment, which is, demolition of older out-dated homes that have limited resale potential and replacement with new marketable homes. This effort will make a significant impact within neighborhoods to increase property values, provide an affordable home to families, and eliminate blight within one of the oldest parts of the City.

**PUBLIC WORKS** thru 6/17/2011

**Traffic Operations:**

*Weekly tasks include monitoring crews and downloading and evaluating traffic survey information.*

- **Signs:**
  - Completed 7 sign repair work tickets throughout the City.
  - Installed from stock (1) "Dead End" sign at Beckwith & Fifer.
- **Asphalt:**
  - Completed (6) asphalt work tickets – 2 tons.
  - 3451 Phonetia – repaired small section of road with 5 bags of cold patch.
- **Message Boards:** Removed boards from Howland Blvd & Graves and Providence & Eustace and reinstalled boards at Howland & Graves and N Normandy & Saxon for Latin Festival.
- **Speed Trailer:** Installed at Sweet Springs & Austin.
- **Misc:**
  - Deltona Blvd & Cloverleaf – repaired light bulb on traffic signal that burnt out.
  - Courtland Blvd & Van Allen and 1793 Villa – paint over graffiti in roadway.
  - Sign Shop – resheet orange and white reflectivity on the barricades.

**Field Operations:**

*Weekly tasks include evaluating work orders called in by residents.*

- **Beautification:**
  - Medians – Howland Blvd; Providence Blvd.
  - City Signs –Howland Blvd.
  - Misc – Providence median – checked irrigation controller to see if system is working properly.
- **Concrete: Sidewalks:**
  - Repairs – 2561 Beal – 6'x4'; 2361 California – 5'x 4'; 2374 Kimberly – 6'x 4', 2'x 4', 3'x 4'; 2426 Kimberly – 5'x 4'.

- Grinding – 2411 Otis – 1 trip hazard.
- New Sidewalk Installation – Outrigger Dr – 1663’.
- Clam Truck:
  - Debris – 15.
  - Trimming – 8.
- Drop Offs:
  - Repaired Drop off – 2540 Otis; 1977 Eden; 1602 Bonview.
  - Installed Sod - 1300 Puritan – ¼ pallet of sod.
- Slope Mowing: 2440 Founder – 120’; Elkcarn near Hibiscus – 476’; Elkcarn between Hibiscus & Oneida – 186’; 1748 N Normandy – 80’; Burlington & Founder – 320’; 2919 Burlington – 80’; 2910 Blackburn – 80’; 2469 Albury – 80’; Elkcarn near Quintillis – 383’; Elkcarn between Hibiscus & Oneida shoreline – 573’; Austin near Bay – 86’; Newmark at Lake Elizabeth – 168’; Norwood between Wilmington & Marble – 683’.
- Misc:
  - Normandy Blvd N & Firwood – repaired concrete wall.
  - Jessamine & Elkcarn – lay sod in place where old sidewalk was moved; watered new sod.
  - E Slate – place barricade at missing storm drain area.

**Fleet Maintenance Division:**

- Vehicles PM – 4 Repairs – 9
- Equipment Repairs – 21
- Road Calls 5
- Parts Run/Vehicles Delivery 3

**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:**
  - 2511 Rusk Ct – installed 100’ of 6” sock pipe; 2 basins; reshaped swales; sodded.
  - 1589 Cranbrook – installed 180’ of 6” sock pipe; reshaped swales.
  - 2279 Banbury – took out 2 headwalls; built 2 boxes; retrofitted 1 box; reshaped swales and sodded.
  - 1489 Elkcarn – installed 30’ of 18” pipe into a box; built a box; reshaped swales.
  - 640 Outrigger – extended a 36” piece of pipe out 15’; filled in area; poured a mitered end.
- **Drainage Rehabilitation Crew:** 1851 Gatewood – mowed and dredged 2525’ of ditch.
- **Drainage Area Maintenance ( Aebi Mowing):**
  - 13.7 acres mowed.
  - Ditches mowed – 3218 Buckland; 1509 Tubeck; 3256 Laurel; 1532 Bonview; 3292 Buckland; 1632 Roble; 3063 Blaine; 1635 Keeling; 3040 Blaine; 2041 Fayson; 2963 Fayson; 2899 Fayson; 2811 Conyers; 2925 Fayson; 2771 Summerfield; 1693 Amboy; 1309 Lodge; 1324 Comerwood; 1395 Comerwood; 1266 & 1276 Swiss; 3350 Montcalm; 1491 Keeling; 3040 Telford; 3145 Telford; 1399 Hayward; 1341 Hayward; 1362 Trollman; 1373 Trollman; 1310 Bladon; 3070 Keyport; 1311 Nadine; 1040 Eastbrook; 3390 Goldenhills; 1028 Yale; 1076 Gage; 1333 Nadine; 1309 Montoya; 1400 Walton; 2880 Ulmer; 1372 Tartan; 1298 Tartan; 1119 Peak Cir; 1072 Peak Cir; 1072 Lyric; 1010 Treadway; 2901 Fish Cover; 2408 Tipton; 677 Tradewinds; 489 Tradewinds; 699 Eldron; 2554 Sheffield; 810 Kangaroo; 810 Greenbrier; 762 Mentmore; 2461 Shiprock; 2628 Shiprock; 2462

Weatherford; 2400 Weatherford; 951 Lovington; 1621 Courtland; 1741 Courtland; 3178 Mapleshade; 1894 Maderia; 2911 Day Rd; 1922 English; 2812 Hayes; 2221 Kent; 1780 Whipple; Station 63; 1073 Prescott; 1990 W Chapel.

- Ponds mowed – 201 Sheryl Dr; 51 Ft Smith Blvd; 2598 Collingswood; 639 Elwood; 1641 Houston; 201 Howland Blvd; 759 Normandy; 3090 Dudley; 2916 Covington; 3148 Loblolly; 2883 Arbour Tr.
- **System Cleaning (Vac Truck):**
  - 700' of stormwater system cleaned.
  - 5 yards of debris cleared.
  - Storm systems jetted – from 1460 Clayton to 898 Abby Ter.
  - Watered new sod City wide.
- **Right of Way Mowing Crew:**
  - 17 miles of right of way mowed.
  - Main roads mowed- Humphrey; Newmark; Normandy; Elkcam; Anderson; Alexander.
  - Sectors mowed – 15; 16' 17.
  - Alley mowed – 570.
- **Right of Way Litter Crew:**
  - 470.25 gallons of litter removed.
  - Main roads – Humphrey; India; Courtland; Ft Smith; Elkcam; Catalina; Eustace.
- **Misc:**
  - Irondale St – reinstalled 4 grates.
  - Slater Dr E – put drain cover back on.
  - 553 Leland – called tree service to cut down 5 pine trees.

**UTILITIES** thru 6/19/2011

**Customer Service**

| June 2011         | 13  | 14  | 15  | 16  | 17  | 18  | 19  | Total |
|-------------------|-----|-----|-----|-----|-----|-----|-----|-------|
|                   | Mon | Tue | Wed | Thu | Fri | Sat | Sun |       |
| DW – Lockbox      | 660 | 421 | 274 | 280 | 389 | X   | X   | 2024  |
| Ebox              | 190 | 298 | 209 | 158 | 242 | X   | X   | 1097  |
| Call Center Calls | 602 | 504 | 471 | 309 | 378 | X   | X   | 2264  |
| Walk-ins/Drop Box | 344 | 208 | 266 | 196 | 186 | X   | X   | 1200  |
| On-line Payments  | 166 | 141 | 180 | 145 | 193 | 113 | 79  | 1017  |

**Customers Disconnected for Non-Pay**

| June 2011                | 14       | 15       | Total |
|--------------------------|----------|----------|-------|
|                          | Tues     | Wed      |       |
| <b>Cycle</b>             | <b>3</b> | <b>4</b> |       |
| Total on Disconnect List | 62       | 124      | 186   |
| Off in error/DW error    |          |          |       |
| Off in error/Munis error |          |          |       |
| Misapplied Payment       |          |          |       |

**Construction Log & Service Orders**

| June 2011                | 13  | 14  | 15  | 16  | 17  | 18  | 19  | Total |
|--------------------------|-----|-----|-----|-----|-----|-----|-----|-------|
|                          | Mon | Tue | Wed | Thu | Fri | Sat | Sun |       |
| Water Service            |     |     |     |     | 1   |     |     | 1     |
| Meter Sets               |     |     |     |     |     |     |     |       |
| Reclaim Meters           |     |     |     |     |     |     |     |       |
| Fire Hydrant Installs    |     |     |     |     |     |     |     |       |
| Fire Hydrant Replacement |     |     |     |     |     |     |     |       |
| Fire Hydrant Repair      |     |     |     |     |     |     |     |       |
| Replace Meter Box        | 13  | 8   | 1   | 4   | 3   |     |     | 29    |
| Locates Received         | 7   | 10  | 10  | 7   | 13  |     |     | 47    |
| Locates Completed        | 11  | 10  | 11  | 7   | 8   |     |     | 47    |
| Main Leaks               |     | 2   |     |     |     |     |     | 2     |
| Service Leaks            |     |     | 1   | 4   | 3   | 1   |     | 9     |
| Sewer Repairs            |     |     |     |     |     |     |     |       |
| Sewer Blockage           |     |     |     |     |     |     |     |       |
| KV2 Valves               |     |     |     |     | 2   |     |     | 2     |
| Service Replacements     | 2   |     |     |     | 1   |     |     | 3     |
| Meter Change Outs        | 2   | 2   | 5   | 1   | 3   |     |     | 13    |
| Service Orders           | 69  | 101 | 98  | 84  | 79  |     |     | 431   |
| Disconnects              |     | 62  | 124 |     |     |     |     | 186   |
| Drainfield Leaks         |     |     |     |     |     |     |     |       |
| Meter Retirements        | 10  | 10  |     | 10  | 9   |     |     | 39    |