

CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Deltona City Commission
From: Faith G. Miller, City Manager
Subject: Weekly Courtesy Report
Date: November 4, 2011

2011 Spooktacular Event:

As you are aware, our 10th Annual Spooktacular event was held this past weekend. It was our biggest and best event yet with an estimated attendance of 7,000 on Friday night, and 10,000 on Saturday night. Special thanks to all involved including: City Clerk's Office (for overall event coordination, managing the childrens' games and contests, and managing the event vendors and sponsors); Deltona Water/Public Works (for the Haunted Pirate Ship); Parks & Recreation (for the Haunted Trail and Haunted Hay Ride); VCSO and Fire/Rescue (for security, traffic control, and emergency medical services); and to the family members of our employees and all our employees from other City departments who volunteered to assist in the haunted ship and trail, and with running the childrens' games. Thanks to all our many volunteers from throughout the community including our high schools and sports leagues who helped to make this event possible and such a success!

Solid Waste Collection – Thanksgiving Holiday:

Attached is a copy of the ad (Exhibit A) announcing the solid waste collection schedule from Waste Pro for the upcoming Thanksgiving holiday.

Economic Development 3rd Quarter Update:

It is interesting and encouraging to note in the most recent Economic Update from Volusia County the following information:

- Unemployment for the 3rd Quarter of 2010 in Deltona averaged 12.8%, and for the 3rd Quarter of 2011 averaged 11.5%
- 10 residential construction permits were issued in the 3rd quarter in Deltona with a value of \$2,640,221; as compared to 4 permits at a value of \$1,060,073 in the 2nd quarter, and 0 permits in the 1st Quarter
- 4 commercial construction permits were issued in the 3rd quarter with a value of \$1,171,040; 2 permits were issued in the 2nd quarter with a value of \$5,606,945; and one permit in the 1st quarter with a value of \$957,566.

A copy of the full VC Economic Update for the 3rd Quarter is in your mailbox at City Hall.

CITY MANAGER'S OFFICE

2345 Providence Boulevard, Deltona, Florida 32725

(386) 878-8100 Fax (386) 878-8851

Webpage: www.Deltonafl.gov

Foreclosure Mitigation Project:

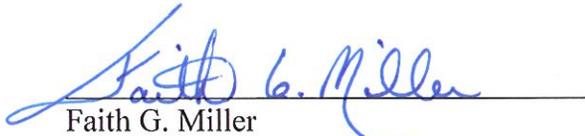
Please see the attached outline of this proposed project (Exhibit B). The background for this project came from Jerry Mayes, Business Development Administrator, being invited to work on a 'myRegion.org' project to alleviate the distressed housing market in Central Florida. This study group was under the auspices of myRegion.org's "Open for Business" workforce. The study group Mr. Mayes worked on was "Access to Capital" ...trying to find financial means to assist in (1) mitigation of the existing foreclosure/empty house syndrome that many cities face and (2) how to decrease the flow of houses moving into the foreclosure/empty house syndrome.

John Booker, representative for Congressman John Mica, was also serving on the same study group. Aside from the study group Booker/Mayes developed the plan that is attached. This plan does not formally represent the City of Deltona and it does not, at this time, formally represent Congressman Mica's office. It is just a draft of a plan that Booker/Mayes would like to utilize in speaking with the first of many mortgage holding banks that own foreclosed and empty homes in Deltona. If there is any success from this "first approached bank" then they could approach other banks. If there is success from the other banks then the plan could be considered for a larger area within the State of Florida.

The City of Deltona and the Office of Congressman Mica are not formally represented by this proposed mitigation project. This is the work of Booker/Mayes, who are looking for the City Commission's approval to attempt to alleviate the flow of the foreclosure/empty house syndrome. If there are no objections, staff will move forward with speaking to a local bank about this program.

Ongoing/Upcoming Events:

- **Regular City Commission Meeting** – Monday, November 7th, 6:30 p.m., Commission Chambers
- **Commission Workshop Meeting** – Monday, November 14th, 4:30 p.m., 2nd flr. Conference Room
- **Regular City Commission Meeting** – Monday, November 21st, 6:30 p.m., Commission Chambers
- **Joint Meeting with the City of Sanford City Commission** – Tuesday, November 22nd, 5:30 p.m., 2nd flr. Conference Room
- **Deltona Business Forum II** – Wednesday, November 30th, 2:00 – 4:30 p.m., Commission Chambers (Flyer attached)
- **Farmer's Market** – Every Saturday, 1649 Providence Blvd., 9:00 a.m. – 2:00 p.m.


Faith G. Miller
City Manager

CITY OF DELTONA RESIDENTS



wishes everyone a

Happy **THANKSGIVING**

**No collection service provided on
Thanksgiving Day
November 24th, 2011**

Thursday, November 24th
will be serviced on
Friday, November 25th
&
Friday November 25th
will be serviced on
Saturday, November 26th

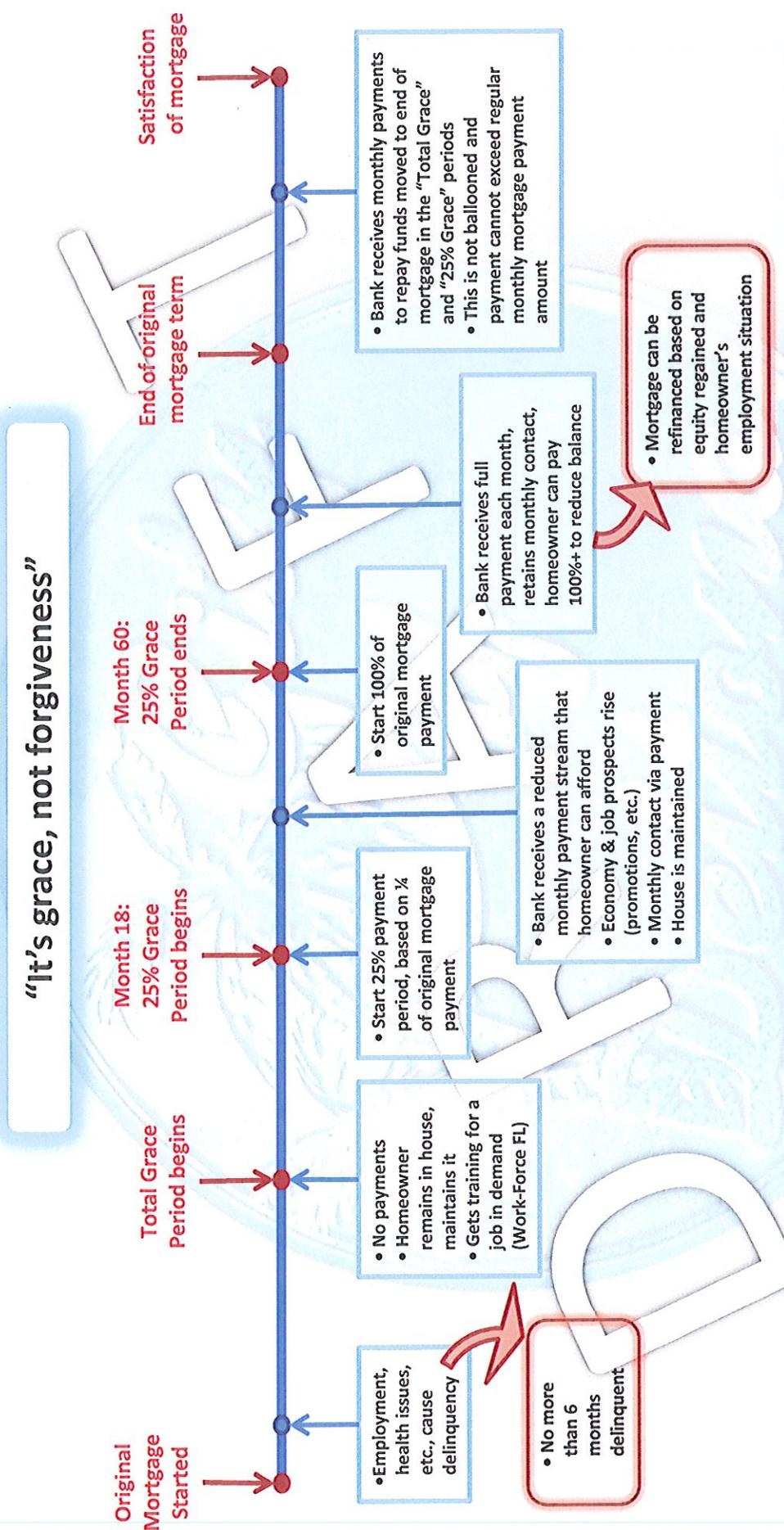


Visit the City of Deltona's
website at:

www.deltonafl.gov

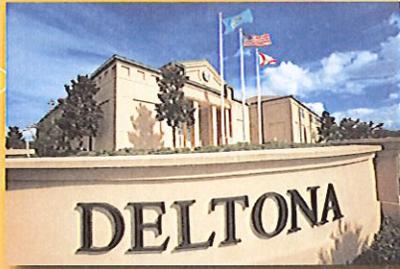
FORECLOSURE MITIGATION PROJECT

Deltona has one of Florida's highest unemployment rates as well as one of the highest foreclosure rates.



- NO write-down of bank loan
- NO loan rewrite
- NO refinancing of loan
- NO excessive attorney costs (boilerplate documentation)
- NO realtor fees
- NO bank regulatory modifications
- NO unemployment for homeowner
- NO empty/deteriorating home

Florida's Bright SpotSM



DeltonaMeansBusiness.com

**Deltona Business
Forum II
Deltona City Hall
2345 Providence Blvd.
1:30-4:30 p.m.
Wednesday
Nov. 30**



Deltona Business Forum II

Forum Agenda:

- 1:30 p.m. Networking
- 2 p.m. Welcome
- 2:15 p.m. First Session/Report on issues from First Business Forum
- 2:45 p.m. Break/Networking
- 3 p.m. Second Session/Panel Discussion featuring:

Beth Kassab,
Orlando Sentinel
Business Columnist



Pat Rice, Daytona
Beach News-
Journal Editor

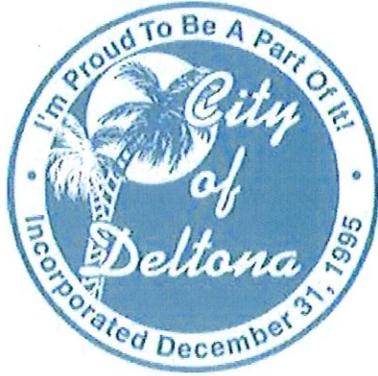


Barb Shepherd,
DeLand-Deltona
Beacon Editor &
Co-Owner



- 3:30 p.m. Q & A with the panel
- 4 p.m. Third Session:
"We work for you! Tell us
how we can improve the
business climate in
Deltona."
- 4:30 p.m. Wrap Up

Networking and tons of resources for your business! Please join us. For information and to RSVP, e-mail the Deltona Office of Economic Development at deltonameansbusiness@deltonafl.gov.



Contact: Lee Lopez
Public Information Officer
City of Deltona, 2345 Providence Blvd.
Deltona, FL 32725-5550
Phone: (386) 878-8755
Fax: (386) 878-8751

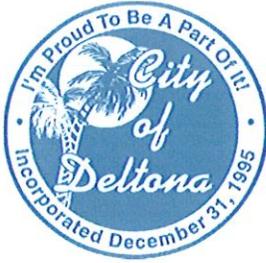
Energy Conservation for Deltona Residents

October 24, 2011— The City of Deltona and Volusia County will conduct a series of 8 Energy Wise seminars to demonstrate how to save money through energy conservation.

- November 4th- Energy-wise Holiday Lighting
3:00pm Deltona Library Scrub Jay Room
- December 9th- Winter-ize Your Home
3:00pm Deltona Library Scrub Jay Room
- January 13th- Saving Energy at Home/Part 1
3:00pm Deltona City Hall Commission Chambers
- February 10th- Landscaping to Conserve Energy
3:00pm Deltona City Hall Commission Chambers
- March 9th- Water Conservation In & Around the Home
3:00pm Deltona Library Scrub Jay Room
- April 13th- Saving Energy at Home/Part 2
3:00pm Deltona Library Scrub Jay Room
- May 11th- Trees to Conserve Energy
3:00pm Deltona Library Scrub Jay Room
- June 15th- Mold & Mildew: What Homeowners Should Know
3:00pm Deltona Library Scrub Jay Room

Seating is limited, and the public is encouraged to pre-register in person at the Deltona Regional Library or send in their name and contact information to energy@deltonafl.gov. Registrants will receive a coupon redeemable for an energy-efficient light bulb at each seminar they attend. The coupon is good for up to \$10.00 off the purchase of CFL or LED light bulbs.

For more information, call Lee Lopez/PIO at (386)878-8755.



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CITY MANAGER'S OFFICE thru 11/04/2011

Communication:

- Attended the monthly meeting of the Volusia County Public Information Network.
- Shot video, provided stage direction and took photographs at Spooktacular, and provided pre-event support to the City Clerk's Office.
- Pre-planning and poster creation is underway for the second Deltona Business Forum.
- Met with other County and City reps to discuss a county-wide employee food drive competition.
- Posted last minute Spooktacular information on the City's Social Networking sites.
- Updated Schedule for Week of November 6th for DeltonaTV.
- Updated programming for UCF/On the Issues & Arts Performance and White House Chronicle.
- Creating broadcast schedule for Veterans Day program marathon—American Veteran, VA-Wounded Warrior profiles and PSAs, UCF Veteran Memorial Dedication.
- Produced November issue of employee newsletter, The Pride.
- Produced TV slides for Veterans Day, Daylight Savings Time Ends, Energy Wise Holiday Lighting seminar and Thanksgiving Trash Collection for DeltonaTV.
- Working with Volusia County on first "Energy Wise" seminar—"Energy Wise Holiday Lighting"—on November 4th.
- Secured guest panel speakers for Deltona Fall Business Forum.
- Creating GFX for first "Energy Wise" seminar—"Energy Wise Holiday Lighting".
- Created poster for "2nd Annual Deltona Holiday Parade of Homes".

Media Relations:

- Provided information regarding the Lake Windsor Stormwater Project to Mark Harper/Daytona News Journal.
- Provided information regarding monitoring high water usage in Deltona to Dinah Voyles/Daytona News Journal.

Press Releases:

- Holiday Parade of Homes #2
- Deltona Fall Business Forum

Business Development:

- Met with City staff to discuss progress on the City of Deltona Business Address project, and to clarify the role of City of Deltona Ombudsman position.
- Met with the Events Team to start preparation for the *Deltona Business Forum II*, to be held on November 30th.

- Met with an ‘involved citizen’ to discuss progress on issues within the City.
- Met with Chris Bowley, Director of Planning & Development, and Mark Johnson of Centra Care Florida Hospital Urgent Care to discuss the potential for locating a facility in Deltona.
We presented demographics (solicitation folder by Team Volusia) and a medical facilities location map. We gathered information on the site type, location, and demographics used by Centra Care for selecting a location.
- Met with Chris Bowley, Director of Planning & Development, and FL-DOT and VOTRAN regarding SunRail:
 - “What can SunRail mean to Deltona and what can Deltona mean to SunRail”
 - Initial discussion related to parking areas, ridership, etc.; meetings to continue.
- Attended the Quarterly Meeting for VC-DOED at the Daytona Airport.
- Met with Mary Bruno, Daytona State College, regarding ‘Career Education’ within the City of Deltona toward workforce educational improvement.
- Deltona Business Forum II planned for November 30 @ 2:00-4:30 PM; panelists will be Beth Kassab/Orlando Sentinel, Patrick Rice/DB News-Journal, and Bob Shepherd/ West Volusia Beacon.

Ribbon Cuttings:

- Today Insurance November (tbd) @ 10:00 AM
- Quest Diagnostics November 9 @ 10:00 AM
- Epic Theatre December 20
- Family Dollar December (tbd)

BUILDING & ENFORCEMENT SERVICES thru 10/28/2011

Building Services Division:

Building Permits issued for the week	52
Valuation of work permitted for the week.....	\$360,832.60
Inspections completed for the week	168
Total Permits issued for Fiscal Year 11/12	191
Valuation of work permitted for the year 11/12	\$2,401,564.69

Permits Issued:

A/C change out	5
Concrete Flat Work.....	2
Electrical	4
Exterior Renovation	1
Fence.....	5
Gas installation	1
Glass Room.....	1
Mechanical.....	1
Photovoltaic	3
Pool Enclosure	1
Reroof	18
Screen Enclosure.....	1
Shed	1
Siding.....	1

Suppression System	1
Water Heater replacement.....	1
Window replacement	5
Total	52

Enforcement Services Division:

Requests for services this week	233	
Animals impounded at the humane societies	40	
Citation warnings issued	22	
Courtesy notices	90	
Abatement notices	31	
Citations issued	8	
Code Enforcement telephone calls	116	
Animal Control calls	87	
Solid Waste calls	70	
Citizen walk in requests for Code Enforcement assistance	9	
Citizen walk in requests for Animal Control assistance	3	
Citizen walk in requests for Solid Waste assistance	4	
Properties requiring grass to be cut by contractors	0	(at a cost of \$0.00)
Certified mailings sent out	45	(at a cost of \$251.55)
Money collected for Animal tags, liens and return to owners	\$0.00	
Foreclosures last week:		
Deltona	7	
Volusia County	28	
Total	35	

CITY CLERK'S OFFICE thru 11/01/2011

Department Staff:

2nd Floor HR/CC Walk-In Customers	88	
2nd Floor calls Answered.....	22	
Packages Picked Up	1	
Packages Received	37	
A/P Invoices Opened.....	99	
Newspapers	16	(10 hours)
Public Records Requests Received	3	
Public Record Request Amount Received	\$ 0.50	
Documents imaged, pages.....	2,789	
Large scale drawings imaged, pages	101	

FINANCE DEPARTMENT thru 11/2/2011

- Working on revisions to City's Purchasing Card policy.
- Working on matching NSP properties to fixed assets system.
- Participating in webinar for Common A-133 and Yellow Book Findings to prepare for FYE grant reporting.
- Working on updating Purchasing manual.
- Processing October credit cards.

- Closing out last fiscal year PO's with remaining balances.
- Submitted Public Depository report for FYE '11 to the State.
- Completed credit card audit for Sept. 2011 purchases.

Accounts Payable Section		
Check Run Date:	10/14/2011	
Checks Processed	365	\$ 1,577,542.66
Invoices Processed:		
Carol	317	755,027.94
Julia/Jacque	137	801,315.20
UB Refunds	217	21,199.52
	671	\$ 1,577,542.66
Check Run Date:	10/28/2011	
Checks Processed	273	\$ 1,244,322.44
Invoices Processed:		
Carol	251	529,007.98
Julia/Jacque	141	708,435.40
UB Refunds	149	6,879.06
	541	\$ 1,244,322.44
Payroll Section		
Check Run Date:	10/13/2011	
Total Employees	308	
Time Sheets Processed	616	
Checks Processed	28	
Direct Deposits Processed	290	
Total Payroll including benefits	\$ 661,861.89	
Miscellaneous:		
Flexible Spending Reimbursements	25	
Check Run Date:	10/27/2011	
Total Employees	307	
Time Sheets Processed	614	
Checks Processed	29	
Direct Deposits Processed	288	
Total Payroll including benefits	\$ 659,735.86	
Miscellaneous:		
Flexible Spending Reimbursements	20	

<u>Oct-1-31, 2011 Activity</u>	<u>Count/amt.</u>
<u>LBT</u>	
Renewals	190
Residential rental renewals	656
New residential business	22
New residential rentals	74
New commercial	5
Non-profits	0
Exempt/issued	2
Walk-ins	112
Business tax revenue collected	\$ 27,030.55
Fire inspections revenue collected	\$ 4,070.00
# of 10% late notices mailed	953

FIRE DEPARTMENT thru 11/3/2011

Fire Chief:

- Attended an operational meeting of the Sheriff's Office Fire Emergency Communications Center (SOFECC) to streamline the policies, procedures and processes since the consolidation of 911 centers: *The VCSO staff is very open and receptive to changes which would make the system more user-friendly and operationally seamless between agencies.*
- Concern over call processing times: *One of Deltona's main concerns is that we are noticing an increase in call processing times; specifically, the time from the receipt of call to when the call is dispatched to the fire unit. VCSO/SOFECC call processing times are more than 2 minutes most of the time. We believe this is due to the Medical Director's Priority Medical Dispatch program where calls are screened more thoroughly before being assigned to a unit. Since all calls are received and screened by VCSO, there are delays in call processing even though Deltona does not participate in the PMD and modified unit response program.*
- Provided Incident Command for the 10th Annual Halloween Spooktacular.
- Attended a Dedication Ceremony and Open House for the opening of Station 4 in The Villages. *Chief Staples and Chief Rogers were invited to see this facility by Chief Michael Tucker who provided Harassment-Free Environment training for the department last week.*
- Participated in a Contract Negotiations Session with the City's Negotiations team.

Information, Communications & Education:

- Completed Fire Prevention Week (month) activities:
 - Approximately 30 varied safety programs
 - Over 500 personnel and volunteer hours:
 - DFD, VCSO Deltona HS Health Academy, DFD Explorers, Code Enforcement, National Weather Service, Neighborhood Watch, State Division of Forestry, Volusia/Flagler Reading Coalition, Family & friends
 - Over 1,500 children & 1,000 adults received our safety message(s).
- Attended Harassment-Free Environment training.
- Participated in a reading program for pre-school (Debose & Faer).

Training & Safety:

- Facilitated the Harassment Free Workplace training that was conducted by Fire Chief Mike Tucker of the Villages Fire District.
- Coordinated the final preparations for the Lieutenants Assessment process.

EMS:

- Submitted October 1-26 EMSTAR reports.

HUMAN RESOURCES DEPARTMENT thru 11/3/2011

- Performance Evaluations processed: 3
- Deltona JOBS Program Folders
 - 1st Floor lobby – (0) added
 - 2nd Floor lobby – (0) added
 - Total # of Deltona JOBS Program folders taken – (1083)
- Applications received:
 - (04) Wastewater Operator
 - (02) Fire Inspector
- Met with several Department Directors regarding personnel issues and coordination of personnel actions.
- Coordinated Deputy Fire Chief-Opns interview protocols.
- Prepared final questions for the Deputy Fire Chief interviews.
- Participated in first round interviews for the Deputy Fire Chief-Opns position.
- Scheduled interviews for Public Works Tech.
- Prepared questionnaires for the Public Works Tech interviews.
- Separations processed including exit interview: (1)–Thomas Hawkins, Firefighter (Retired).
- Pre-employment physicals and drug screenings scheduled for: (2) Stormwater Technicians.
- Planning the first William S. Harvey Scholarship Advisory Board meeting for this fiscal year.
- Reviewing Minnesota Life and Assurant enrollments and billing.
- Met with Wellness Committee to finalize plans for the Wellness Fair to be held on November 9th; coordinating participation of 25 vendors.
- FMLA requests: 1
- Coordinating with FDLE, and processing completed VECHS Level II background checks (fingerprinting), for City employees by department.
- Participated in management meeting regarding training/certifications for key Building & Enforcement Services Department personnel regarding playground inspections.
- Participated in contract negotiation meeting #2 with Union.

PARKS AND RECREATION DEPARTMENT thru 11//2011

Administration:

- Farmers Market: Rained out – 2 vendors showed.
- Met with Rexal Electrical and DataCom Supplies to discuss lighting options for city facilities.
- Met with Terry Perkins, Playmore Playground representative, to discuss replacing a swing set.

- Met with Watertronics to evaluate the pump/motor in Clearwater Lake that provides irrigation at Dewey Boster.
- Met with St. Johns River Water Management District representative to discuss Vann Park.
- Provided logistical support for the Spooktacular event.
- Met with City Manager and a representative from Doc Smith Foundation to discuss facility usage.
- Inspected playgrounds with Risk Manager.

Facility Use Permits:

• Deltona Community Center	5 permits issued	Weekly attendance – 1,062
• Harris M. Saxon Community Center	0 permits issued	Weekly attendance – 313
• Wes Crile Park	2 permits issued	Weekly attendance – 1086
• Skate Park	5 new passes	Weekly attendance – 684

Special Events/Programs:

- Amphitheater:
 - Santa's North Pole is scheduled for Saturday, December 10th 2011 from 5:00-8:00 p.m. at the Library Meeting Room.
 - Working to reschedule the disco concert for December 10th (was rained out on October 8th).
- Harris M. Saxon Community Center:
 - Zumba dance classes continue on Mondays at 7:00p.m.
 - Boys and Girls Club after school program continues.
- Wes Crile Park:
 - Flag football fall season continues.

City Leagues Currently Underway:

- Men's fall league continues.
- Men's senior league continues.

Partner Leagues Currently Underway:

- West Volusia Youth Baseball fall season continues.
- Deltona Little League fall season continues.
- Deltona Panthers Football and Cheerleading continue.
- FBVA fall program continues.
- Deltona Youth Soccer fall season continues.
- Stetson Futbol fall season continues.

Parks Maintenance:

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.

- Dewey Boster – Restroom repairs; prepped area in front of new barn to pour concrete.
- Dupont Lakes – Painted concession stand, dugout, score booth and restroom due to vandalism.
- Lake Gleason – Replaced lighting inside and outside restroom.
- Lake Monroe Boat Ramp – Repaired plate on the floating dock.

- Miscellaneous:
 - Picked up supplies at Ace Hardware.
 - Picked up supplies from the Deltona Community Center for the Senior Halloween Ball.
 - Set up for Spooktacular event.
 - Moved supplies between the Depot and the Sports Complex before and after Spooktacular.
 - Assisted City Clerk's Office with moving Spooktacular supplies.
 - Assembled clothes rack and brochure rack.
 - Put together various signs for Spooktacular.

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.

- Escorted Schindler to do elevator repair.
- Met with staff from the Wellness Committee, Holiday Luncheon and National Weather Service Spotter class regarding commission set up.

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:
 - Assisted with the set up for Spooktacular and cleaned up afterwards.
 - Re-routed irrigation back to original setup after the ship was removed.
 - Checked irrigation to prepare for over-seeding.
 - Over-seeded the complex.

PLANNING & DEVELOPMENT SERVICES thru 11/2/2011

Executive Summary:

The Planning and Development Services Department is bringing forward the Capital Improvement Element (CIE) to the Planning and Zoning Board this month, in anticipation of having the document to the City Commission for review and approval by the beginning of 2012. Staff is also starting to work on rewrite of residential lot standards that result from customers applying for sundry items (e.g., fences, sheds, etc.) ancillary to the principal structure (i.e., their home). There are inconsistencies within the Land Development Code that cause confusion among applicants and it is anticipated that the revised lot standards will alleviate 90% of the confusion. Staff will work with the City Attorney and Building and Enforcement Services

Department prior to bringing it to a Commission Workshop. The anticipated outcome is a smooth process for applicants for items on residential lots.

Planning:

The Planning Section is anticipating transitioning into the second phase of the Land Development Code (LDC) reorganization, following the November 7th City Commission public hearing for the ordinance to reorganize the Code. With a reorganized LDC, staff can begin to address zoning district standards on an individual basis that will ultimately result in a very clear, concise, and functional LDC without redundancy and ambiguity. This should also result in a very functional process for applicants making development applications.

Housing & Community Development:

The Community Development Section is working on the following:

1. CDBG – The Community Development staff attended a conference in Miami this week that was funded by the CDBG grant. This conference provided the basics for CDBG and helps staff understand the current regulations more thoroughly, the changes to the regulations, and how the City can apply its entitlement grant funds for eligible activities.
2. NSP 1 & 3 – NSP 1 has three (3) homes scheduled to close by the end of November and another by the end of the year. This brings the total of sold homes to 32, with a 33rd being the completion of the first Habitat for Humanity home located at 1242 Abigail Drive. Habitat will also be working with the Deltona Fire Department starting next week to impact the home at 3064 Shallowford Street, providing training to the Fire staff as well as assistance with demolition of the home.
3. SHIP – Work continues on owner-occupied home repairs.

PUBLIC WORKS thru 10/28/2011

Traffic Operations:

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

- **Signs:**
 - Completed 5 sign repair work tickets in the City.
 - Fabricated 4 new street name signs.
 - Installed 4 new street name signs.
 - Fabricated and installed (1) curve advisory sign on Apache Cir & N Normandy Blvd.
 - Fabricated signs to be used for Spooktacular event.
 - Fabricated and installed (2) “Neighborhood Watch” signs and (2) signs for “Deltona H.S. Wolf Pack Cheerleaders & Athletic Department on Wolf Pack Run.
 - Installed (2) “25 mph” signs with (1) “15 mph” left turn and (1) “15 mph” right turn on Van Allen between Tallwood & Courtland Blvd.
- **Asphalt:** Repaired pot hole with 2 bags of cold patch at E Normandy Blvd & Saxon Blvd.
- **Thermoplastic Striping:** 12” white stop bars – 33 intersections – 534’.
- **Speed Trailer:** Installed speed trailer at 1778 Van Allen.
- **Message Boards:**
 - Removed message board for Safety Day at Providence Blvd & Eustace Av and Saxon Blvd & N Normandy Blvd.
 - Installed and removed message board on N Normandy Blvd & Saxon Blvd for Spooktacular.

- Installed before- and removed after- event message boards on Saxon Blvd & Maximillian and Saxon Blvd & Renton for Spooktacular.
- **Misc:**
 - City Hall – removed 21 cones and 8 barricades for Safety Day.
 - Austin & Greenwood – evaluated a resident concern about a depression in road (referred to Deltona Water for possible sewer lateral undermining road).
 - Dewey Boster Park & surrounding streets – inspected area to determine number of cones needed for Spooktacular event.
 - 741 Hager – evaluated hole reported by Waste Pro driver in road (referred to Deltona Water for possible sewer lateral undermining road).
 - Public Works Depot & Dewey Boster Park – loaded material and placed cones; no parking signs; barricades where needed for Spooktacular event; removed material after the event was completed.

Field Operations:

Weekly tasks include evaluating work orders called in by residents.

- **Beautification:**
 - Medians - Providence Blvd – removed weeds and checked irrigation & repaired as needed; Elkcam Blvd; Howland Blvd – checked irrigation and repaired as needed.
 - City Signs– Saxon Blvd & I-4; Howland Blvd.
- **Concrete:** Sidewalk repair at 2839 Arbour Trail – 5’x4’.
- **Clam Truck:**
 - Debris – 3
 - Trimming – 3
- **Slope Mowing:** 882 Trumbull – 80’; 871 Trumbull – 160’; 862 Tripoli – 120’; 2055 W Barlington – 80’; 1921 S Old Mill – 100’; 1891 S Old Mill – 120’; 1958 E Cooper – 160’; 1958 Alamanda – 100’; 1689 Gregory – 160’; 1648 Gregory – 80’; 1618 Akron – 80’; 1521 Ortega – 100’; 1991 S Merrick – 240’; 1811 N Merrick – 200’; 1583 Fentress – 80’; 1411 Bladon – 140’; 3041 Keyport – 140’; 1517 Seashore – 80’; 110 Cambridge – 98’; 2054 Dalton – 60’.
- **Misc:**
 - Hager between 9th & Cobblestone – put more recycled concrete in area that had been repaired by Deltona Water.
 - Eustace & Elkcam – removed sand from roadway.
 - Tivoli & Bailey – removed sand from sidewalk.
 - Public Works Depot – took all used tires to Tomoka Landfill.
 - 880 Vicksburg – regraded road.
 - Dewey Boster Park – delivered materials to be used for Spooktacular event.
 - Section Line Trail – removed section of sidewalk and replaced with recycled concrete.
 - Providence Blvd between Howland & Saxon – checked all street lights.
 - Fisher Wastewater Plant – picked up trailer DW0881 and delivered to Dewey Boster Park to use for Spooktacular event.
 - 1080 Wakefield – reinstalled manhole cover.

Fleet Maintenance Division:

- Vehicles PM – 2 Repairs – 8
- Equipment Repairs – 12
- Road Calls 3
- Parts Run/Vehicle 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:**
 - Stanton/Worthington – installed 225’ of 24” sock pipe; 4 nyloplast basins; hauled off dirt.
 - 1210 Fowler – replaced 100’ of metal pipe with 10” HDPE pipe; retrofitted 2 boxes with grates; reshaped swales and placed sod.
 - Westline Av/5th St – prepped area for two road crossings replacement.
- **Drainage Area Maintenance (Aebi Mowing):**
 - 4.5 acres mowed.
 - Ponds mowed – 1820 Elwood; 1049 Sylvania; 2313 Greenwood; 850 Farrington; 2036 Atmore.
 - Ditches mowed – 3320 Vancouver; 3301 Buttonwood; 3005 Parma; 2665 Courtland; 2481 Derby; 1003 DeCarlo; 317 Shadydale; 1893 Maderia; 1701 Amboy; 625 Leland; 1307 Whitewood; 2766 Welton; 2320 Matthew; 865 Lehigh; 1300 Buccaneer; 230 Embassy; 3143 Clewiston; 945 Watt; 1302 Star; 2899 Fayson.
- **System Cleaning (Vac Truck):**
 - 580’ of stormwater system cleaned.
 - 21 yards of debris removed.
 - Storm systems jetted – 1997 Eustace; Drysdale/Elkcam; Drysdale/Ft Smith; Arrow/Elkcam; 2726 India; 1051 Daroca; Misc City Wide.
- **Right of Way Mowing Crew:**
 - 20 miles of right of way mowed.
 - Main roads mowed – Ft Smith; Cloverleaf; Anderson; Alexander.
 - Sectors mowed – 23; 24; 25; 26; 27; 28; 29.
 - Alley mowed – 500.
- **Right of Way Litter Crew:**
 - 259.88 gallons of litter removed.
 - Main road trash pickup – Elkcam; Anderson; Cloverleaf; Deltona Blvd; Tivoli; April; Catalina; Captain; Ft Smith.
- **Misc:**
 - 1411 Lombardy; 989 9th St – mowed right of way.
 - Elkcam Blvd – repaired pipe.
 - 1210 Fowler Dr E – watered newly laid sod.
 - Tide Ct – replaced broken fence.

UTILITIES thru 10/30/2011

Customer Service

October 2011	24	25	26	27	28	29	30	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
DW – Lockbox	639	464	244	295	364	X	X	1976
Ebox	201	280	151	134	217	X	X	983
Call Center Calls	434	355	302	303	394	X	X	1788
Walk-ins/Drop Box	269	192	137	168	201	X	X	967
On-line Payments	137	130	140	134	219	137	112	1009

Customers Disconnected for Non-Pay

October 2011	25	Total
	Tues	
Cycle	6	
Total on Disconnect List	70	70
Off in error/DW error		
Off in error/Munis error		
Misapplied Payment		

Construction Log & Service Orders

October 2011	24	25	26	27	28	29	30	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
Water Service								
Meter Sets								
Reclaim Meters								
Fire Hydrant Installs								
Fire Hydrant Replacement								
Fire Hydrant Repair								
Replace Meter Box	1	4	2	4	1			12
Locates Received	11	13	28	24	4			80
Locates Completed	10	9	15	18	26			78
Main Leaks	1		1	1	1			4
Service Leaks			2				2	4
Sewer Repairs	1		1		1			3
Sewer Blockage	1				1			2
KV2 Valves					2			2
Service Replacements			1					1
Meter Change Outs	5	9	9	5	7			35
Service Orders	49	90	96	60	81			376
Disconnects	1	70						71
Drainfield Leaks								
Meter Retirements	1	2	1		1			5