

The City Manager's Weekly Report provides updates on the status of City projects, programs and services.

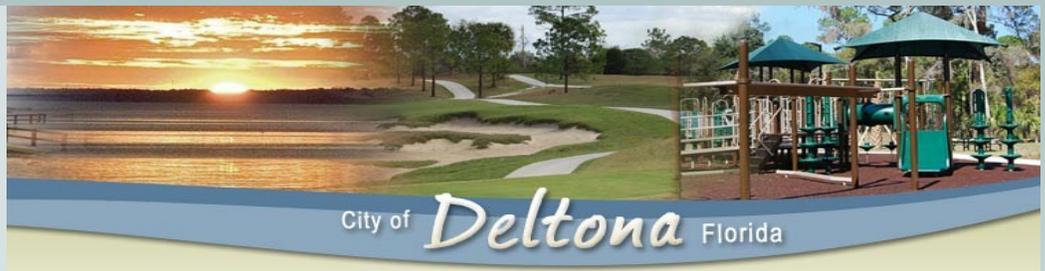


December 5, 2014

City Calendar

December:

08 6:00pm P&R Advisory Board
10 10am-2pm FLOWmobile
13 4-8pm Santa's North Pole at Deltona Library
13 6:00pm Christmas Parade
15 5:30pm Commission workshop
15 6:30pm Commission meeting
16 5:00pm FF Pension Board
17 7:00pm P&Z Board
24, 25 Christmas Holiday
30 5:30pm Special Magistrate



Deltona City Manager's Weekly Report

CITY MANAGER'S OFFICE

DALE BAKER, ACTING CITY MANAGER

Public Information Office (PIO): (Lee Lopez, Public Information Officer)

Events

The Mayor's "Get Fit for '15" program: The Eating Well for Long Term Fitness seminar, next to last in the seminar series—PIO staff handled publicity, photography and video production, t-shirts, etc. Final Weigh-In is next week. Working on tasks to prepare for the Christmas Parade and Get Fit: Santa Foot Race & Bed Race. Attended a meeting in Orlando held specially for PIO personnel from all districts affected by upcoming I-4 Construction.

DeltonaTV

Updated DeltonaTV schedules & programming for the week of November 30th, and posted Thanksgiving IDs; working with Earth Channel on internet streaming and Video On Demand for DeltonaTV. Working with John Skerrett to complete the Audubon Report: Migration Part 2. Videotaped "World AIDS Ceremony" observance at the City Hall courtyard. Coordinated the video coverage of Deltona Middle School's award from the DeLand Chamber of Commerce with John Skerrett and Jerry Mayes.

Media

For the Daytona News Journal: worked with Jerry Mayes on information regarding Bethune Cookman University expanding the Deltona campus; provided information regarding the City's "One Can—Make a Difference" Food Drive to Kathleen Rasche; provided information regarding City's ordinances and Uber taxi service to Mark Harper. Provided information regarding the District 2 Commissioner seat to the Assignment Editor/WFTV-TV Ch. 9.

- ◆ **Office of Economic Development (OED):**
(Jerry Mayes, Economic Development Manager)
- ◆ CONGRATULATIONS: The Deland Area Chamber of Commerce's Education Committee named Deltona Middle School as its "*School of the Month*" for December 2014. The ceremony was recorded for D-TV Channel 199 (Bright House).
- ◆ Ed Krass, the winner of the WalMart bicycle prize for the Mayor's "Get Fit by '15" challenge, decided to "pay it forward" and donate the prize back. Two bicycles were purchased, thanks to deep discounts by WalMart, and the Mayor is seeing to it that the bikes are donated to a worthwhile charitable organization at Christmas.
- ◆ Preparations are underway for the December 18th Florida Hospital Fish Memorial groundbreaking. Suggestions regarding parking issues were forwarded to Florida Hospital Fish Memorial and the Volusia County Sheriff's Office to coordinate.
- ◆ Attended the County Council Meeting in support of the Community Redevelopment Area (CRA) for the City of Edgewater. Deltona's letter of support for the CRA was read to the Council, which approved it by a 5 to 1 vote, with one absence.

- ◆ Met with Eli Schaperow (West Volusia Audubon Society) and Suzette Cameron (Daytona State College Director) regarding the study findings for a proposed “DSC Birding Trail”. DSC has expressed serious interest in forwarding this project.
- ◆ Met with local economic development officials from the West Side cities regarding the ‘West Volusia Incubator’. Then met with Eric Raimundo (Florida Representative David Santiago’s representative) and Barry Cotton (U.S. Congressman John Mica’s representative), to discuss the incubator meetings and answer their questions regarding the “Deltona Business Accelerator” – a former Deltona Economic Development Advisory Board Sub-committee assignment.
- ◆ Met with Phil Masley of SCORE (an organization of retired executives and business owner/managers that assists small businesses with start-up or expansion issues). Phil discussed SCORE’s interest in SW Volusia and Deltona, and the Deltona Business Assistance Center being used for small business educational purposes.
- ◆ As the municipal representative for the City, attended the monthly meeting of the “Deltona Business Association”.
- ◆ Co-hosted the Mayor's Fitness Challenge’s “Healthy Eating” segment. This healthy educational segment was held in the Commission Chambers and was presented by Halifax Health dietitian, Stacy Scrabis.

Another new business for Deltona — OED hosted the ribbon cutting ceremony for East Coast Dragon Tattoo, located on Deltona Boulevard with the Mayor, City Manager and several Commissioners attending.



BUILDING & ENFORCEMENT SERVICES

DALE BAKER, DIRECTOR

Building Services Division (Steve Roland, Assistant Director)

Building Permits issued for the week	123
Valuation of work permitted for the week	\$563,729
Building Inspections completed for the week	374
Fire plan review completed for the week	7
Fire Inspections completed for the week	98

Enforcement Services Division:

Requests for services this week	424
Animals impounded at the humane societies	37
Properties requiring grass to be cut by contractors	8
Money collected for animal tags, liens and return to owners	\$5,433
Foreclosures for this week: Deltona – 16; County – 54; Total – 70.	

at a cost of \$320

CITY CLERKS OFFICE

JOYCE RAFTERY, CITY CLERK

2nd Floor HR/CC Walk-In Customers	9
2nd Floor calls Answered	105
Packages Received	81
A/P Invoices Opened	110
Newspapers	26
Public Records Requests Received	4
Documents imaged or modified pages	4631

(7 hours)

FINANCE DEPARTMENT

BOB CLINGER, FINANCE DIRECTOR

- ◆ Received four bids for re-roofing the Community Center.
- ◆ Met with Selection Committee regarding Comprehensive Impact Fee Study for Transportation, Parks, Law Enforcement and Fire/Rescue.
- ◆ Submitting the grant application to the Dept. of Homeland Security for the Assistance to Fire Fighters Grant program. The application is for air brake locking equipment for all fire vehicles with air brakes and train-the-trainer peer fitness class and equipment for the continual improvement of the health and well-being of Firefighters. The application is due December 14th in the amount of \$23,650 (\$21,500 grant and \$2,150 match).
- ◆ Submitted application to the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Awards Program.
- ◆ Submitted the Public Depositor Annual Report to the State.

FIRE/RESCUE DEPARTMENT

MARK RHAME, FIRE CHIEF

<u>Alarm summary</u>	<u>11/18/14 to 12/1/14</u>
Structure fire	5
Vehicle fire	0
Wild land, grass, trash	1
Misc. Fire	10
ALS Medicals	123
BLS & Misc. Medicals	166
Hazardous Condition	7
Service Calls	19
Good Intent	38
<u>False Alarms</u>	<u>18</u>
TOTAL CALLS	389

Brooklyn Lopez with the Chief

Brooklyn was one the of the grand prize winners at the Open House & Pink Heals Tour coloring contest. She won a Ride to School in a Fire Truck. Her classmates, teachers, staff and parents were excited to see the Pink Fire Truck at school.



New hires trained at the burn building at Tiger Bay Road, which is used for that purpose; they also received Jaws of Life/ extrication training. The Field Training Officer program held training sessions.

HUMAN RESOURCES DEPARTMENT

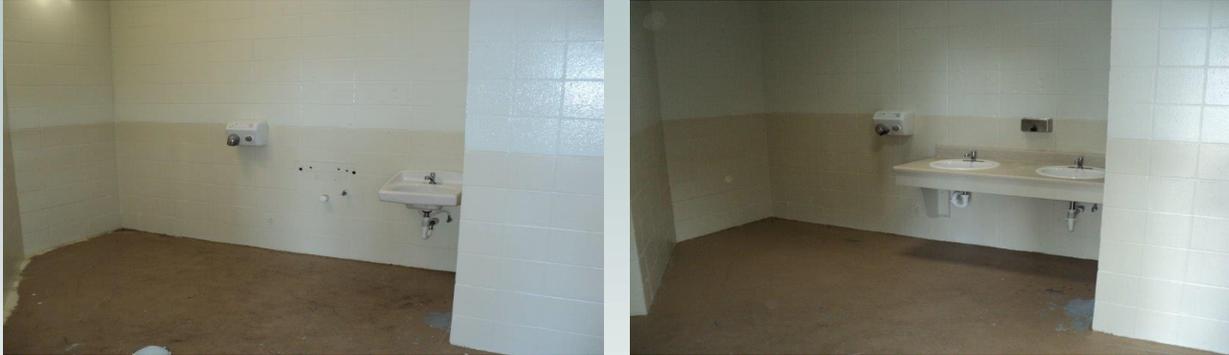
Six Performance Evaluations were processed in this period; 33 applications were received for three posted vacancies; processed one FMLA request; Melissa Chapin from UHC discussed current insurance issues and new products.

PARKS & RECREATION DEPARTMENT

STEVE MOORE, DIRECTOR



Nineteen thousand square feet of sod has been installed this week on the Youth baseball fields at Dewey Boster park.



Vandalism: substantial repairs were needed due to damage in restrooms at Dewey Boster, and some minor repairs in the restroom at Firefighter's Memorial Park.

- ◆ Our Partner Leagues—Pop Warner Panthers, Deltona Youth Soccer, Men's Softball League and Men's Senior League—have ended. Boys & Girls Club After School Care continues at Harris Saxon Community Center.
- ◆ Cables were replaced on the helicopter at Veterans Memorial Park.

PLANNING & DEVELOPMENT SERVICES

CHRISTOPHER BOWLEY, DIRECTOR

- ◆ Staff received word that FEMA has to approve the CRS application prepared by the FEMA consultant, BUT—upon approval, the City should receive its CRS Classification on May 1, 2015. This is the culmination of over two years of work, and the May date is six months in advance of the projected approval date.
- ◆ The Planning and Development Services Department continues to prepare for the upcoming Christmas Parade that is scheduled for December 13th at 6:00 PM along the Deltona Boulevard route.
- ◆ Staff met with the engineer for the Lake Gleason Reserve single family residential subdivision. The current Development Order expires on January 17th, and the applicant wants to receive a new Development Order to keep the project active.
- ◆ Staff worked on the Sign Code to seek a more abbreviated, but equally effective version of the current regulations.
- ◆ Staff conducted a Pre-Development meeting with the applicant for the WalMart Neighborhood Center and associated retail facility. With all site permits, the applicant will be able to commence site construction.
- ◆ The Tractor Supply Company developer reports that the store should be completed within the first quarter of 2015.
- ◆ Staff received an inquiry to subdivide the Top Shelf Car Wash site to create a separate lot. The applicant will have to plat the two lots and is looking for a shared master stormwater management facility and joint access driveway.
- ◆ Staff met with the City's continuing services consultants for traffic engineering to determine the best approach for developers to provide for off-site trips on the adjacent roadway network that is the most cost-beneficial and amicable for them.
- ◆ Staff received the executed Development Agreement for the Halifax Crossings BPUD rezoning from the applicant.
- ◆ Staff attended the Impact Fee Study Selection Committee meeting to select a consultant to update the parks, law enforcement, fire safety, and transportation impact fees.
- ◆ Staff prepared the agenda memo packages for the Capital Improvements Element, Fernanda Place Comprehensive Plan Amendment, and the Local Housing Assistance Plan.



The parade theme is "A Tropical Christmas"

PUBLIC WORKS

GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

- ◆ The Sign Shop completed 4 sign repairs, fabricated & installed 20 new street name signs.
- ◆ Nine asphalt repairs were made, and two potholes were temporarily repaired with cold patches.
- ◆ Ninety-eight feet of sidewalk was replaced on Elkcaml Blvd; drop offs were repaired at Ft. Smith/Elkcaml and 1450 Old Mill; sod was installed at 12 locations.
- ◆ Preventive Maintenance was performed on 9 vehicles and 8 pieces of equipment; repairs were made on 14 vehicles and 36 pieces of equipment; there were 13 Fire Station checks, and 4 road calls.

Stormwater Division:



The drainage improvements project at 2116 Everest St. is 80% complete. All underground work is completed, 360ft. of 24” HDPE sock pipe, 100ft. of 18” and 40ft of 15” sock pipe was installed. Five 24” drainage basins, three 30” drainages and one 18” drainage have been installed. We are currently reinstalling the driveways and reshaping the swales.

UTILITIES

GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

Customer Service

DW – Lockbox	2518
Ebox	2305
Call Center calls	1924
Walk-ins/Drop Box	1469
On-line payments	2592
IVR	1235
EFT	581
Total on Disconnect List	80