

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



January 16, 2015

City Calendar

January:

- 20 3:00pm Firefighters Pension brd.
- 5:30pm Commission workshop
- 6:30pm Commission meeting
- 21 10am-2pm FLOWmobile
- 5:30pm Senior Advisory brd.
- 7:00pm P&Z board
- 26 5:30pm Commission workshop
- 28 5:30pm Special Magistrate
- 29 6:00pm TNR Caregivers mtg.



Deltona City Manager's Weekly Report

CITY MANAGER'S OFFICE

DALE BAKER, ACTING CITY MANAGER

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

DeltonaTV

Recorded three interviews (Patti Stevens/YMCA, Chip Burton/Top Shelf Carwash, Mary Bruno/Daytona State College) for the Economic Development Solicitation DVD; upgraded electrical hardware in DeltonaTV's production studio; recorded video of the Safety Car Seat inspection/installation at Fire Station 65 on Saturday Jan. 10th; created DeltonaTV slides for: Accessibility Advisory Committee Member Recruiting, City Hall Closed for MLK holiday, and updated Commissioner Herzberg's slide.

Other

Created Agenda Item: Recognition of Health Academy students/Get Fit Challenge for the Jan. 20th Commission meeting; attended Christmas Parade After Action meeting; met with Larry Kent to review next steps for the Student Media Project; met with Jerry Mayes to review information for proposed business incubator, and to create an address list for the Rail2Sea TPO meeting; met with the Youth Advisory Subcommittee to discuss the Florida League of Cities "Youth Video Project." Working to promote and advertise MLK Celebration Weekend events, baseball registration events, Trap-Neuter-Return program and the Public Meeting on Water Treatment. Working to get a Purchase Order in place for InFocus Media with plans for refreshing DeltonaMeansBusiness.com. Designing a program for the Deltona Dreamkeepers' MLK Breakfast.

Media inquiries

Provided information regarding the proposed timeline for the City Manager search to Mark Harper/Daytona News-Journal; collecting information regarding the Brazilian soccer team practicing at Dewey Boster Park, for Mark Harper/Daytona News-Journal.

Office of Economic Development (OED):

(Jerry Mayes, Economic Development Manager)

- ◆ Working with Realtors to garner information on commercial land parcels within the City to develop a catalogue of available commercial property for future solicitation use with developers.
- ◆ Scheduling speakers for the DEDAB Sub-committees and for the Team Volusia Economic Development Practitioners Council.
- ◆ Team Volusia EDC has been designated as the central contact point in Volusia County for the "Film & Creative Arts Industry". Met with staff to review the City's application process and how best to work with the Team Volusia EDC's role.
- ◆ As the new Chairperson, attended Team Volusia's Economic Practitioners Council meeting, where the guest speaker was Mr. Van Canada, representing the Florida Small Business Development Center, speaking of financing sources for small businesses.
- ◆ Attended a teleconference for the Florida Brownfields Association's "Legislative & Policy Committee". This Committee meets monthly, via teleconference, to discuss Florida legislative issues and how those issues will affect Brownfields and the Cities that either have or plan to designate Brownfields.

BUILDING & ENFORCEMENT SERVICES

DALE BAKER, DIRECTOR

Building Services Division (Steve Roland, Assistant Director)

Building Permits issued for the week	70
Valuation of work permitted for the week	\$325,223
Building Inspections completed for the week	214
Fire plan review completed for the week	8
Fire Inspections completed for the week	65

Enforcement Services Division:

Requests for services this week	312
Animals impounded at the humane societies	25
Properties requiring grass to be cut by contractors	0
Money collected for animal tags, liens and return to owners	\$11,024
Foreclosures for this week: Deltona – 66; County – 112; Total – 178.	

CLERKS OFFICE

JOYCE RAFTERY, CITY CLERK

2nd Floor HR/CC Walk-In Customers	15	
Newspapers	15	(7 hours)
Public Records Requests Received	3	
Public Record Request Amount Received	\$.15	
Documents imaged or modified, pages	1791	

FINANCE DEPARTMENT

BOB CLINGER, FINANCE DIRECTOR

- ◆ The application for ECHO grant funds for football field construction at Dwight Hawkins Park was not submitted as previously reported. A resolution of support and further direction as to field location is needed from the Commission.
- ◆ Working on Housing quarter end reports to maintain compliance with HUD guidelines.
- ◆ Preparations are underway for the annual audit, which begins Feb. 2nd.
- ◆ Agreement for Impact Fee Study has been approved and sent to Burton and Associates.
- ◆ Proposals for Planning Services for Southwest Volusia Community Redevelopment Area due January 29th.
- ◆ A list of items to sell at auction is being prepared to bring to the Commission for approval.

FIRE/RESCUE DEPARTMENT

MARK RHAME, FIRE CHIEF

Alarm summary

Structure fire	4
Vehicle fire	1
Wild land, grass, trash	2
Misc. Fire	6
ALS Medicals	50
BLS & Misc. Medicals	63
Hazardous Condition	6
Service Calls	7
Good Intent	22
False Alarms	11
TOTAL CALLS	172

The Fire Department performed annual maintenance and inventory on all Public Works, Enforcement Services, City Hall and Parks Department radios.

HUMAN RESOURCES DEPARTMENT

Processed 8 Performance Evaluations and 3 FMLA requests; received 2 applications for one posted vacancy; conducted 4 interviews for Utility System Technician position, and set up interviews for Utility Maintenance Tech. HR Manager attended recruitment and retention seminar in Daytona Beach.

PARKS & RECREATION DEPARTMENT

STEVE MOORE, DIRECTOR

Dewey O. Boster Sports Complex:

The Brazilian soccer team, Fluminense Football Club, is in Florida to play in the inaugural Florida Cup 2015 tournament taking place at ESPN's Wild World of Sports at Disney. They have practiced at our Complex before. One of the representatives contacted Parks & Rec Assistant Director, Mark Manning, asking if they could train at our Complex this week in preparation for the tournament. The soccer club believes that we have professional grade, world class soccer fields similar to what they have back home in Brazil. They were very grateful and appreciative of the opportunity to train at our Complex and look forward to training here whenever they are in the States. Mark held a brief interview with some members of the Brazilian press, and introduced the Mayor and Commissioner Soukup to some of the key members of the club (players, coaches, etc.). Both the Mayor and Commissioner Soukup were given team jerseys and media guides to display.

Pictured above right is the team practicing at Dewey this week. Below is shown the team at a friendly game against Fort Lauderdale last year, also at Dewey.



Park Maintenance & Upgrades:

The City continues to upgrade neighborhood parks for our residents. Recently, the old playground equipment at Lake Gleason Park was removed, and new play equipment was installed.

Laser grading is being planned for Wes Crile Park. This will renovate the infield to prevent water from ponding in low areas when it rains.

At Campbell Park, a CDBG project is being planned, which includes shuffleboard renovation, cementing over the courts, the demolition of two buildings, and construction of a pavilion over the previous shuffleboard courts.

Events/Programs:

After a successful event, Santa's North Pole Christmas decorations were removed from the Deltona Library; the Sweetheart Italian Dinner will be held at the Community Center on February 14th; Senior Softball Leagues are underway at Dupont Lakes; Boys & Girls Club After School Care is at Harris Saxon Community Center; Okinawan Martial Arts for all ages is at Wes Crile Park. Discussions are underway with Taino Boxing for use of the facility at Campbell Park.

PLANNING & DEVELOPMENT SERVICES

CHRISTOPHER BOWLEY, DIRECTOR

- ◆ Kat Kyp, Administrative Assistant, and Scott McGrath, Planner, were selected as Employees of the Quarter for their leadership and follow-through in planning, organizing, tracking and coordinating all the work by the various departments and teams that went into making the 2014 Christmas Parade a success.
- ◆ Reviewed the Conditional Use and Final Site Plan for the Iglesia de Dios expansion. The church is located at 840 Ft. Smith Boulevard and wants to add stormwater ponds, expand parking facilities, and construct a new ±3,000 SF building adjacent to their existing ±2,020 SF building.
- ◆ Provided DRC comments to the applicant for the proposed RaceTrac to be located at Saxon and Finland. Staff received access management comments from Volusia County which were forwarded to the applicant, as well.
- ◆ Staff met with the RaceTrac team that is considering an additional site within Deltona.
- ◆ Construction activity is commencing on the Saxon WalMart site.
- ◆ Provided final landscape inspection for the Tractor Supply site.

- ◆ Worked with the applicant for the proposed Lake Gleason Reserve subdivision on a new Development Order (DO).
- ◆ Attended a HUD webinar to learn the process to close out the Neighborhood Stabilization Program that has been operated by the City since 2008. There are eleven homes remaining in the program and two are under contract. There have been a total of 83 homes in the program-to-date.
- ◆ Coordinated with the FDOT for the Volusia Transit Connector Study Community Survey. FDOT will conduct the survey in the City Hall lobby before the February 2nd City Commission hearing.
- ◆ Attended the Lake Monroe Phase 4A/4B Reclaim Withdrawal Project selection committee meeting.
- ◆ Signed-off on the permit to allow Critters Corner to construct a parking lot expansion and stormwater management facility.

PUBLIC WORKS

GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

Field Ops Division:

Ft. Smith & Norbert

(Wes Crile Crosswalk) – At right are pictures showing before & after ADA mats were installed. Sidewalks were also installed at 1751 Catalina – 100’ x 5’. Installed sod at one location.



Traffic Division:

Sign Shop: repaired 6 signs; fabricated and installed 12 new street name signs; fabricated and installed new Holiday Closing decals for Deltona Water; fabricated and installed 5 other signs at various locations throughout the City.



Asphalt: Used 750 lbs. asphalt for repair work; repaired a 15’x8’ section of road at Philadelphia Ct. for Deltona Water, using 1 ton of asphalt; repaired a 5’x4’ section of road at Meadowlark & Saxon for Deltona Water, using 500 lbs.; repaired an 18’x45’ section of road at Courtland & Hathaway for Stormwater, using 12.5 tons (*pictured left*); repaired a 20’x10’ section on Everest St.

Fleet Maintenance Division:

28 repairs were made to vehicles and equipment; there were 14 Fire Department Station checks, and 8 road calls and parts runs.

Stormwater Division:

Catalina Blvd: Stormwater has started the drainage improvements at 1746/1750 Catalina Blvd (*right*). This project will eradicate the stormwater erosion at the location. The Project is about 50% complete.



UTILITIES

GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

Customer Service

DW – Lockbox	1982
Ebox	1563
Call Center calls	1683
Walk-ins/Drop Box	1328
On-line payments	1180
IVR	871
EFT	335
Total on Disconnect List	124