

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

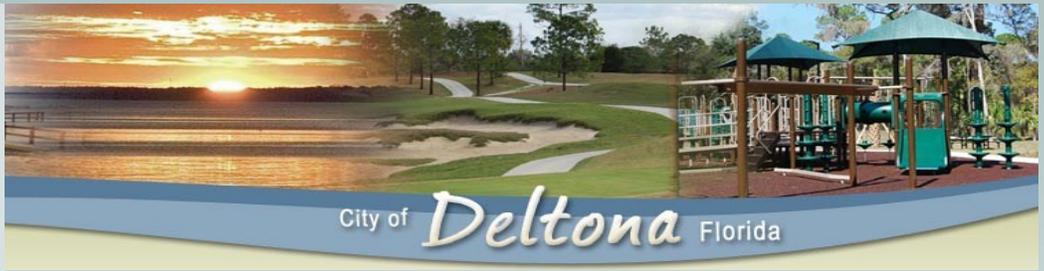


January 9, 2015

**City Calendar**

**January:**

- 12 5:30pm Commission workshop
- 13 6:00pm P&R Advisory board
- 6:30pm DEDAB Advisory board
- 14 5:30pm Youth Advisory sub.
- 15 5:30pm Citizen Accessibility sub.
- 6:00pm Public Meeting on Chloramines
- 19 MLK Holiday
- 20 3:00pm Firefighters Pension brd.
- 5:30pm Commission workshop
- 6:30pm Commission meeting
- 21 10am-2pm FLOWmobile
- 7:00pm P&Z board
- 26 5:30pm Commission workshop
- 27 5:30pm Senior Advisory brd.
- 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)

Live broadcast & recorded January 5<sup>th</sup> Special Commission meeting; produced DeltonaTV slide for new District 2 Commissioner Diane Smith; pre-production for Audubon Park vignettes and Opens for vignettes and programs; working on list of interview subjects for Economic Development's Solicitation video; upgraded electrical hardware and setting up TV set furniture in DeltonaTV's production studio.

Other

Production conference call with CGI, outlining new video and scripting for updated videos; completed the City Newsletter and the employee newsletter The Pride; working with IT and Adobe software to install "Creative Cloud" on PIO laptop computer; worked with FDOT to reschedule the "I-4 Ultimate" meeting with City staff; sent out press releases for new Commissioner Diane Smith, and TNR Volunteer meeting.

Media inquiries

Provided information regarding Fire Department vehicles fueling at commercial gas stations, to Saul Saenz/Central Florida News 13; worked with the City Attorney to provide information regarding the District 2 Commissioner appointment, to Henry Fredrick/Headline Surfer; provided material/public record regarding the District 2 Commissioner appointment, to Erika Webb/Hometown News; provided information regarding visuals of feral cats, to Claire Metz/WESH-TV Ch. 2, assisted Mark Harper in securing an interview with Acting City Manager Dale Baker regarding the TNR program.

**Office of Economic Development (OED):**

(Jerry Mayes, Economic Development Manager)

- ◆ As City Liaison to the Deltona Economic Development Advisory Board (DEDAB), prepared the two DEDAB Sub-committee agenda packages for the January meetings and prepared both the 4<sup>th</sup> Quarter Sub-committee reports.
- ◆ Worked with Lee Lopez, PIO, to develop economic development solicitations.
- ◆ Met with staff regarding the feasibility study for the Powerline Easement Trail. This trail will be a walking and cycling trail that will be a major pedestrian based East/West conduit for the City. This type of facility greatly enhances the quality of life for City residents, assists in a healthier lifestyle, and improves the value of all properties along the trail.

BUILDING & ENFORCEMENT SERVICES

DALE BAKER, DIRECTOR

**Building Services Division** (Steve Roland, Assistant Director)

Building Permits issued for the week .....	63
Valuation of work permitted for the week .....	\$230,294
Building Inspections completed for the week .....	143
Fire plan review completed for the week .....	1
Fire Inspections completed for the week .....	15

**Enforcement Services Division:**

Requests for services this week .....	285
Animals impounded at the humane societies .....	25
Properties requiring grass to be cut by contractors .....	3
..... <i>at a cost of (\$120)</i>	
Money collected for animal tags, liens and return to owners .....	\$4,065
Money collected for Vacant Property Registry .....	\$63,400
Foreclosures for this week: Deltona – 8; County – 55; Total – .63	

**CLERKS OFFICE**

JOYCE RAFTERY, CITY CLERK

2nd Floor HR/CC Walk-In Customers	7	
Newspapers	22	(5.5 hours)
Public Records Requests Received	5	
Public Record Request Amount Received	\$ .68	
Documents imaged or modified pages	774	
Large scale drawings imaged, pages	0	

**FINANCE DEPARTMENT**

BOB CLINGER, FINANCE DIRECTOR

- ◆ Formally terminated negotiations with Tindale Oliver to provide services related to an impact fee study for Transportation, Parks, Law Enforcement and Fire/Rescue. Received proposal and began negotiations with Burton & Associates.
- ◆ Prepared Request for Proposal for planning services for Southwest Community Redevelopment Area.
- ◆ Completing grant applications for the Dwight Hawkins Football field construction and the Lakeshore Multi-Purpose Trail project construction for \$64,000 for an initial technical review by the County. FDOT is funding 90% of the project (\$525,000). The City’s portion is \$60,000 which we are applying to ECHO to fund.

**FIRE/RESCUE DEPARTMENT**

MARK RHAME, FIRE CHIEF

Alarm summary

Structure fire	2
Vehicle fire	0
Wild land, grass, trash	4
Misc. Fire	4
ALS Medicals	97
BLS & Misc. Medicals	53
Hazardous Condition	5
Service Calls	10
Good Intent	26
False Alarms	13
<b>TOTAL CALLS</b>	<b>214</b>



*The Deltona Fire Dept. will be conducting a Car Seat Inspection Event this Saturday, January 10<sup>th</sup> from 10:00am – 2:00pm at Fire Station #65. The event is free to the public and certified Car Seat Technicians will be on-site to inspect, install and re-install car seats appropriately.*

- ◆ Participated in a training officer webinar.
- ◆ Career Source of Central Florida held a class on Alternative Vehicles, which are hybrids—part electric, part gas.
- ◆ Instructed Health Care Provider class with Chief Rhame and Chief Rogers.

**HUMAN RESOURCES DEPARTMENT**

HRD processed 5 Performance Evaluations; 2 applications for 1 posted vacancy; 2 FMLA requests; a new hire for the IT Department—Helpdesk Support Specialist.

## PLANNING & DEVELOPMENT SERVICES

CHRISTOPHER BOWLEY, DIRECTOR

- ◆ Negotiated with the consultant for the Comprehensive Impact Fee Study, and Burton & Associates have agreed to complete the analysis with an aggressive schedule and approach using their model.
- ◆ Completed the Request for Proposal for the Southwest Volusia Community Redevelopment Area Scope of Services with the Purchasing Manager.
- ◆ Coordinated with the group interested in constructing a multi-family residential project for income- and age-targeted residents.
- ◆ Monitored the construction of the Tractor Supply Company site—construction activity made tremendous progress in December.



- ◆ Worked with the RaceTrac development team and met with Volusia County Traffic Engineering regarding access to their proposed site at the Finland Drive and Saxon Boulevard intersection.
- ◆ The Saxon Sterling Silver BPUD Use Permit for off-site improvements within the Saxon Boulevard right-of-way was issued by Volusia County for both the Florida Hospital and Walmart and retail store sites. This includes approval for construction of the mast-arm traffic signal.
- ◆ Completed revisions to the Sign Code draft.
- ◆ Provided the applicant for Lake Gleason Reserve with DRC comments and scheduled a DRC for next week to be able to provide them with a new Development Order for the project.
- ◆ Met to discuss sanitary sewer provision for the proposed Lake Sidney Shores residential subdivision.
- ◆ Brought the Capital Improvements Element to the City Commission for first reading of the ordinance and prepared to bring the ordinance forward to the February 2<sup>nd</sup> public hearing for adoption.
- ◆ Prepared the Planning & Zoning Board package for the Office Residential (OR) zoning district amendment.

## PUBLIC WORKS

GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

### Field Ops Division:

*Before and after pictures of the removal of a hazardous tree on Juliet Drive.*

Sidewalks were installed on Daroca.



**Traffic Division:**

The Sign Shop repaired 27 signs; fabricated 21 installed 17 new street name signs; fabricated and installed a No Parking sign at Alley 570 for Stormwater.

**Fleet Maintenance Division:**

45 repairs were made to vehicles and equipment; there were 10 Fire Department Station checks, 6 road calls and 5 part runs.



*Pictured left is the new brake lathe cutting rotors during a vehicle PM.*

**Stormwater Division:**

*Courtland Blvd & Hathaway Street*

*The drainage improvements project at Courtland Blvd & Hathaway Street is 95% complete. After installing 300ft. of 15" HDPE and four new drainage structures, the area has been graded to reduce ponding and re-sodded.*

Next week we will be starting drainage improvements at 1746 & 1750 Catalina Blvd.

**UTILITIES GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER**

**Customer Service**

DW – Lockbox .....	1705
Ebox .....	1213
Call Center calls .....	1386
Walk-ins/Drop Box .....	1140
On-line payments .....	898
IVR .....	526
EFT .....	858
Total on Disconnect List .....	0

