

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



June 5, 2015

City Calendar

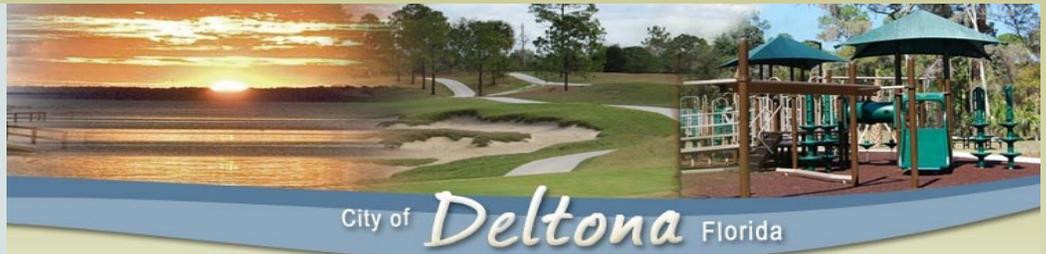
June:

- 06 10:00am Community Health Expo
- 08 5:30pm Commission workshop
- 09 6:00pm P&R Advisory Board
- 10 5:30pm Youth Advisory Board
- 12 3:30pm DEDAB meeting
- 13 2:00pm District 1 Town Hall Meeting-Commissioner Mitch Honaker (Harris Saxon Community Ctr.)
- 15 3:00pm FF Pension Board
- 6:30pm Commission meeting
- 17 10:00am FLOWmobile
- 18 9:00am DRC meeting
- 6:00pm Citizen Accessibility Sub-committee
- 22 5:30pm Commission workshop
- 23 5:30pm Senior Advisory Board
- 24 5:30pm Special Magistrate hearing

Visit deltonafl.gov for event details.

CONTACT US:

Deltona's website: deltonafl.gov
 To find out who your Commissioner is, call Sandi, 386-878-8860.
 To contact the entire City Commission, email: commissioners@deltonafl.gov



Deltona City Manager's Weekly Report

BUILDING & ENFORCEMENT SERVICES

DALE BAKER, DIRECTOR

Building Services Division (Steve Roland, Assistant Director)

Building Permits issued for the week	75
Valuation of work permitted for the week	\$566,475
Building Inspections completed for the week	209
Fire plan reviews completed for the week	13
Fire Inspections completed for the week	64

Enforcement Services Division:

Requests for services this week	289
Animals impounded at the humane societies	11 dogs, 9 cats
Properties requiring grass to be cut by contractors	16 (\$640)
Money collected for animal tags, liens and return to owners	\$4,051
Foreclosures this week: Deltona – 18; County – 75; Total – 93.	

CLERKS OFFICE

JOYCE RAFTERY, CITY CLERK

2nd Floor HR/CC Walk-In Customers	13
2nd Floor Calls Answered	87
Newspapers	16 (9.5 hours)
Public Records Requests Received	5
Documents imaged or modified, pages	251

FINANCE DEPARTMENT

BOB CLINGER, FINANCE DIRECTOR

- ◆ Preparing for department budget meetings beginning next week.
- ◆ Participated in a demonstration to evaluate Multi-Year Capital Budgeting with City's existing financial software provider.
- ◆ Participated in City required Defensive Driving course.
- ◆ Prepared bid for Maintenance Repair and Operating supplies.
- ◆ Working on getting out an RFP for Underwriters.
- ◆ Working with IT on bid for installation of inner-duct and fiber optic cabling.
- ◆ Processed May credit card transactions.
- ◆ Met with Empire Today for pricing on new carpet.
- ◆ Covered the Cashier and Business Tax Receipt Office as they were both out for the week.
- ◆ Worked on relief cashier procedures.

FIRE/RESCUE DEPARTMENT

MARK RHAME, FIRE CHIEF

Alarm summary

Structure fire	1	BLS & misc. medicals	65
Vehicle fire	0	Hazardous condition	0
Wild land, grass, trash	1	Service calls	9
Miscellaneous fire calls	4	Good intent	18
ALS medicals	62	<u>False alarm calls</u>	<u>7</u>
		Total calls for service	167



Firefighters trained on the Stokes Basket Operations on the Ladder Truck this past week. The Stokes Basket Operation is the process of rescuing a sick or injured person from an elevated location.



We received a Thank You card from Deltona High School Preschool for a Public Educational class taught by Lt. Heather Langston, Engineer Steve Prete and Firefighter Kevin Nabicht.

- ◆ As a reminder, this Saturday, June 6th we will be teaching a Basic First Aid class. The class is 3 hours and includes a handbook and a 2-year certification card. For additional information or to register, please call 386-575-6907.

HUMAN RESOURCES DEPARTMENT

- ◆ Processed 9 Performance Evaluations in this period and received 8 applications for 2 posted vacancies.
- ◆ Processed one FMLA request.
- ◆ Scheduled interviews for Utility Billing Customer Service Rep, Utility Billing Technician, and Field Operations Foreman positions.
- ◆ Participated in 4 interviews for Field Operations Foreman position.
- ◆ Posted one new position for Utility System Technician.
- ◆ Defensive Driving Class was conducted for 12 employees on 6/3/15.
- ◆ Processed one new ICMA loan application
- ◆ Prepared “Nice Job” certificates for Shawn Curtis and Shaun Toman for their work at Veteran’s Memorial Park on Memorial Day.

PARKS & RECREATION DEPARTMENT

STEVE MOORE, DIRECTOR

- ◆ Dupont Lakes: Senior Softball Leagues.
- ◆ Harris Saxon Community Center: Boys and Girls Club After School Care.
- ◆ Wes Crile Park: Okinawan Martial Arts for all ages; Zumba class hosted twice a week.
- ◆ Met with Duke Energy to discuss the installation of electricity to supply the sports fields lighting at Wes Crile Park.
- ◆ Met with Deltona Sod to discuss Phase 2 of installing the sod at City Hall, scheduled for June 15th.
- ◆ Prepared materials and supplies for the upcoming June 6th Community Health Expo.
- ◆ Met with several food vendors to discuss the 4th of July fireworks celebration.

PUBLIC WORKS – DELTONA WATER, FIELD OPERATIONS

GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

Deltona Water Customer Service

DW – Lockbox	1624
Ebox	1140
Call Center calls	1343
Walk-ins/Drop Box	799
On-line payments	1690
IVR	879
EFT	603
Total on Disconnect List	105

Public Works Traffic Division

The Sign Shop: fabricated and installed 2 new street name signs, repaired 5 signs, fabricated and installed 2 placards and numbers for engines 61/62, 2 reserved parking for City Manager and Deputy City Manager, plus 21 signs throughout Deltona including chevron, curve, adopt a street, and speed limit signs.

Asphalt: Completed 2 asphalt repair work orders, repaired an 11' x 12' section of road for Deltona Water (*right*), and repaired 2 cross cuts and a road edge for Stormwater (*below*).

Public Works Field Operations

Sidewalks were repaired at 2 locations.

Fleet Maintenance Division

15 vehicles and equipment were repaired and 5 Fire Station checks were made.



Snook & Sandy Lane road repair.



Before and after repairs on Ferguson Road .

PLANNING & DEVELOPMENT SERVICES

CHRISTOPHER BOWLEY, DIRECTOR

- ◆ The mast arms and signals are being installed at the intersection of Saxon Boulevard and Sterling Silver Boulevard in advance of the Florida Hospital, WalMart, and commercial retail center development.
- ◆ Received the Preliminary Plat and Construction Plan set for the Halifax Crossings BPUD and recommended scheduling a DRC, upon satisfaction of outstanding DRC comments.
- ◆ Reviewed the Iglesia de Dios Pentecostal Church Final Site Plan and recommended scheduling it for DRC, pending satisfaction of outstanding DRC comments.
- ◆ Verified that the lot combination for the Racetrac site at Saxon Boulevard and Finland Boulevard is underway. The applicant is also creating a utility easement document to review for a 15-ft. sanitary sewer easement for future City commercial sewer lines.
- ◆ Presented a variance application (VR15-001) to the City Commission for the addition of a carport at the front of the home located at 2845 Redbud Court. The application was not supported by the City Commission and staff's recommendation of denial, due to no zoning hardship established.
- ◆ Attended a pre-application meeting for a multi-family development located at the northwest corner of Day Road and Cardinal Street. The property is zoned for Residential Medium Density uses (RM-2).
- ◆ Reviewed the Annual Action Plan (AAP) for the Community Development Block Grant program that needs to be submitted annually, as part of the 5-Year Consolidated Plan.
- ◆ Met with a contractor interested in purchasing a City-owned home that is becoming blighted, due to vacancy.
- ◆ Provided the City Manager with a map showing the locations of food services and pantries, with corresponding contact list that we can provide to residents to help reduce hunger.
- ◆ Provided a schedule to the City Attorney and City Manager for a Comprehensive Plan Policy Amendment and corresponding Land Development Code amendment for on-site septic systems and worked on that application package.
- ◆ Attended a site visit for the intersection of Catalina Boulevard and Howland Boulevard and reviewed it against an intersection study completed last year to add capacity to that intersection.

CITY MANAGER'S OFFICE

DALE BAKER, ACTING CITY MANAGER

Office of Economic Development (OED):

(Jerry Mayes, Economic Development Manager)

- ◆ Attended SCORE's 50th Anniversary Luncheon promoting small business and entrepreneurial development.
- ◆ Attended the committee teleconference on annual planning for the Florida Brownfields Association's Outreach Committee.
- ◆ The planning meeting for M.E.D.O. (the Municipal Economic Development Organization) will be on June 4th represented by the cities of Lake Mary, Longwood, Oviedo, Sanford (NW Seminole County) and Debary, Deland, Deltona, and Orange City (SW Volusia).
- ◆ Attended the West Volusia Regional Chamber of Commerce's 'Legislative Breakfast'. The guest speakers were Florida's Senator David Simmons and Representative David Santiago, who addressed many local and upcoming state issues.
- ◆ Attend the Pine Ridge High School Healthcare Academy's appreciation breakfast. Pine Ridge was one of the schools that assisted in the Mayor's "Get Fit by '15 Health Challenge".
- ◆ Attended the Volusia Manufacturers Association's Open House for the Manufacturing Academy at Pine Ridge High School. This will give the City a definite employment advantage once the City has a business park to attract manufacturing businesses.
- ◆ Worked with Lee Lopez, Executive Director and City Staff in the recording of a Deltona Television program. The guest was the owner of "Fly by Night" and the program was about bats in our communities.
- ◆ Met with Rafael Ramirez of Halifax Health to review the progress of plans for medical facilities in Deltona. Since Rafael is also the committee chairman for the Deltona Business Alliance's "Sign Ordinance Review Committee", we discussed and made plans for the meeting of that committee.
- ◆ Met with Glynn Woodley, DEDAB Alternate Member to review his role in DEDAB.