

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

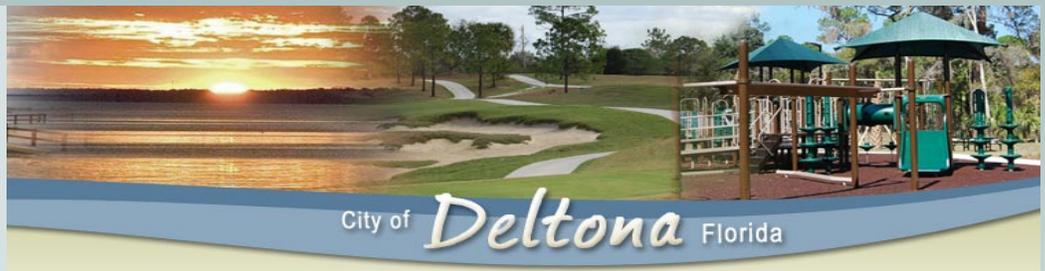


October 2, 2014

City Calendar

October:

- 06 5:30pm Commission workshop
- 6:30pm Commission meeting
- 08 5:30pm Youth Advisory
- 09 9:00am DRC meeting
- 10 10:00am DEDAB Subcommittee - Ed-Med
- 3:30pm DEDAB Subcommittee - Commerce/Arts
- 11 7:00pm Concert at Amphitheater
- 12 7:30am Pink Feet 5K/10K
- 13 5:30pm Commission workshop
- 14 6:30pm DEDAB Advisory
- 15 10:00am-2pm FLOWmobile
- 16 5:30pm Citizen Accessibility Subcommittee
- 20 6:30pm Commission meeting
- 21 3:00pm Firefighters Pension Bd
- 22 5:30pm Special Magistrate
- 24-25 Spooktacular
- 27 5:30pm Commission meeting
- 29 10am-2pm FLOWmobile
- 28 6:00pm Senior Advisory



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

Get Fit for '15 Fitness Challenge: prepared materials and oversaw the 1st Healthy Seminar: YMCA Open House; took photos for Facebook; finalized the T-shirt order; created poster for Healthy Seminar: Walking & Footraces.

Working with Deltona Fire to promote Fire Prevention Week (next week).

DeltonaTV

Updated DeltonaTV schedules & programming for the week of October 5th. Completed the "Children in Hot Cars" PSA for DeltonaTV, and for Youtube. Working with John Skerret: completed the Simulcast Concert for DeltonaTV, pre-production for "Audubon Report: Migrations." Video production: 2 episodes of Code Enforcement Notebook dealing with pets and the holidays, Spooktacular Preview for Parks & Rec Update, 2 episodes of Deltona Audubon Report dealing with bird migrations.

Miscellaneous

Completed the October issue of The Pride. Posters for Spooktacular and Fall Arts & Craft Festival. Posted to Twitter: City job openings, Get Fit for 15 at YMCA, Flood Advisory, Avoid boating on St. Johns this weekend (from Volusia County), and City Newsletter. Posted to Facebook: Spooktacular, Library events, Blue Springs Water Festival, Halifax Humane Society info, lost pets. Worked with Stewart Signs to correct message board issues. Worked with Command Corp and Tight Rope to troubleshoot and correct issues with the program scheduling software.

Media Relations

Provided Millage Rate info for the Hometown News, "Get Fit for '15" info for the News Journal, Storm drain clean-up for WKMG-TV, TTHM levels response for WFTV-TV Action 9.

Office of Economic Development (OED): (Jerry Mayes, Economic Development Manager)

- ◆ Met with John Wanamaker (Coldwell Banker Commercial, Team Volusia EDC, and Career Source Flagler/Volusia) regarding 1200 Deltona Boulevard and general solicitation items on projects.
- ◆ Worked with Lee Lopez to record two segments for the nature series, "Audubon in Deltona", which will air on DeltonaTV October & November.
- ◆ Worked at the Mayor's "Get Fit by '15" Fitness Challenge event held at the Deltona YMCA.

- ◆ Prepared three site packages for a site visit by a national restaurant franchise site selector and owner, and coordinated with the three property owners, who provided updated site information for the packages.
- ◆ Attended the Volusia County Schools Career Connection Academy Awards. Daytona State College, Bethune-Cookman University, Volusia Manufacturers Association, and the City of Deltona were awarded the “Career Connection Service Recognition for support of the Volusia County School’s Career Connection Academies.
- ◆ Deltona Economic Development Advisory Board (DEDAB) — prepared the Q3 DEDAB Sub-committee Reports and the October 10th meeting agendas; prepared the agenda for the October 14th Quarterly DEDAB meeting.
- ◆ Preparing the formal reply to US Fish & Wildlife regarding the Scrub Jay Mitigation Project.
- ◆ Attended a free webinar: “Expanding the Impact of Your Economic Development”.
- ◆ Far too often Deltona does not qualify for Federal programs such as HUD, or the financial arm of USDA that makes grants to rural areas for economic development — because many of these programs look at only rural or urban areas, as there is no other category. I met with Chris Bowley, Director of Planning & Development Services, to discuss approaching the Federal government regarding a “Poor Suburban” category.
- ◆ Attended the “Coast to Coast Connector Summit”, in Winter Springs, regarding trails and economic development based around trails; Winter Springs is one of the top success stories for using trails to boost economic development.

BUILDING & ENFORCEMENT SERVICES

DALE BAKER, DIRECTOR

Building Services Division (Steve Roland, Assistant Director)

Building Permits issued for the week.....	73
Valuation of work permitted for the week	\$334,514
Building Inspections completed for the week	229
Fire plan review completed for the week.....	16
Fire Inspections completed for the week	30

Enforcement Services Division:

Requests for services this week	318
Animals impounded at the humane societies	33
Properties requiring grass to be cut by contractors	24
Money collected for Animal tags, liens and return to owners	\$5,942
Foreclosures for this week: Deltona-35, County-86, Total-121.	

at a cost of \$960)



The Special Magistrate issued an abatement order for 1197 Acorn Court, and Code Enforcement contractors cleaned up the property this week.



CITY CLERKS OFFICE

JOYCE RAFTERY, CITY CLERK

2nd Floor HR/CC Walk-In Customers	22	
2nd Floor calls Answered	13	
Packages Received	60	
Packages Picked Up	1	
A/P Invoices Opened	85	
Newspapers	16	(7.5 hours)
Public Records Requests Received	8	
Public Record Request Amount Received	\$24.25	
Documents imaged or modified pages	4389*	
<i>*Please note: In addition to the scanning, M files in Enforcement Services and Legal were updated and 18 boxes were pulled from storage and processed for destruction.</i>		
Large scale drawings imaged, pages	0	

FINANCE DEPARTMENT

BOB CLINGER, FINANCE DIRECTOR

- ◆ Finance is working on the selection, and recommendation to the Commission, of Bond underwriters for 2014 Revenue Bonds for the Utility System.
- ◆ The FY14/15 budget document is being finalized for printing and distribution.
- ◆ Two vehicle bids for for the Enforcement Services Department were received.
- ◆ Processing FY14-15 purchase orders.

FIRE/RESCUE DEPARTMENT

MARK RHAME, FIRE CHIEF

Alarm summary 9/16/2014 to 9/22/2014

Structure fire	1
Vehicle Fire	0
Wild land, grass, trash	0
Misc. Fire	0
ALS Medicals	46
BLS & Misc. Medicals	76
Hazardous Condition	1
Service Calls	10
Good Intent	19
False Alarms	12
TOTAL	165



- ◆ November 2nd is Open House at Fire Station 65, as well as the “Pink Heals Love and Hope 5k Run”. There will be fire and police demonstrations, face painting, games, BBQ , raffles. Come out to this great community event. Pink fire trucks with the “Pink Heals Tour” will be making a stop at the fire station during this event. Please join us!
- ◆ Next week is Fire Prevention Week. The Fire Department will be visiting 14 elementary schools and going over a fire safety presentation with over 3,500 students.



HUMAN RESOURCES DEPARTMENT

TOM ACQUARO, DIRECTOR

- ◆ Applications are being received for the following open positions: Stormwater Tech, Firefighter/EMT, Administrative Assistant, Enforcement Services, Parks Maintenance Foreman, Public Works Tech, Utility Systems Tech. New job postings – Public Works Tech, Mechanic, Utility Systems Tech I, Utility Systems Tech 1 (Flushing), Utility Maintenance Tech II.
- ◆ Three separations and exit interviews were processed; two FMLA actions processed.
- ◆ Job descriptions for new and/or reclassified positions are being finalized; status change forms for reclassifications/promotions and annual merit increases are being processed.
- ◆ Met with IAFF Local 2913 regarding FY 2014-15 health insurance renewal for Firefighters.

PARKS & RECREATION DEPARTMENT

STEVE MOORE, DIRECTOR

- ◆ Parks & Rec staff are already gearing up for the Christmas Parade, scheduled for December 13th. The Parade Planning Committee consists of representatives from various departments, and meetings are ongoing.
- ◆ Met with Kurt Cillis, Director of Tennis, Victoria Park, to discuss setting up a Tennis Association, Deltona, at Wes Crile.
- ◆ Spooktacular planning and preparations are also underway. The Deltona High School JROTC, Pine Ridge and University High Schools have been contacted for volunteers.
- ◆ Nine permits for pavilion and field rentals have been processed.
- ◆ Special Events and Programs include: Boys and Girls Club After School Care at Harris Saxon Community Center; Tackle football and Cheerleading–Pop Warner Panthers, Deltona Your Soccer, Men’s Softball and Men’s Senior Leagues continue.
- ◆ A water line break due to a fallen tree at the Community Center was repaired.
- ◆ Two “No Skateboarding, Biking, Motor Scooters” signs were installed at Wes Crile walking trail.

PLANNING & DEVELOPMENT SERVICES

CHRISTOPHER BOWLEY, DIRECTOR

Executive Summary

The Planning and Development Services Department inspected the Tractor Supply Company site, where preparation work is being conducted for land development. The addition of the ±20,000 SF building could become a catalyst for development, with the widening of SR 415, an additional mast arm signal being constructed at the intersection of SR 415 and Howland Boulevard, and the County putting out for bid of the widening of Howland Boulevard from the WalMart entrance to Courtland Boulevard.

Planning

The Planning Section prepared to bring the following items to the City Commission for the October 6th public hearing – the Medical Marijuana ordinance, Residential Prison Diversion Program ordinance, Shed Design Standards ordinance, and East Coast Dragon Tattoo Conditional Use application. All items were brought to the Planning and Zoning Board for recommendation. The two applications for the property located at 1948 Saxon Boulevard for Harmony Chiropractic Clinic have been withdrawn by the applicant, with the understanding that staff would undertake a planning analysis and potential zoning overlay district for the neighborhood.

Housing & Community Development

Staff prepared to bring the Affordable Housing Advisory Committee (AHAC) resolution to the City Commission at the October 6th public hearing. The AHAC resolution will set the committee in motion to begin review of the City’s Local Housing Assistance Plan (LHAP) and Comprehensive Plan Housing Element. Staff continued to

process the Very Low Income applications for contract offers on the NSP homes located at 2896 Courtland and 1837 Chapel.

PUBLIC WORKS

GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

- ◆ Fabricated and installed 14 new street name signs; completed one sign repair; fabricated door decals for Deltona Water; fabricated and installed six pedestrian crossing ahead signs for City Hall.
- ◆ Completed twelve asphalt repair work tickets—9 tons.
- ◆ Message boards were placed for the Latin Festival.
- ◆ Sidewalks were installed at 1520 Ft. Smith Blvd, Box Elder & Forest Edge Dr, and 1937 Nemo Dr.
- ◆ Erosion control work: Reshaped swales, installed check dams and sod to stop erosions at 2620 Keysville Ave, 684 and 1377 Normandy Blvd, 1893 Maderia Ave; filled washout with dirt and installed rip rap bags by headwall at 1661 Amboy Dr; cut grass in swale and installed stone for better flow at 2949 Slater Dr.
- ◆ Drainage Area Rights of Way: Aebi Mowing mowed 16 properties and 8 ponds.
- ◆ All electric pump stations were checked, mowed and trimmed as needed, lake levels recorded, CDGB projects and NPDES Inspection program monitored. Main road trash picked up; medians and City land mowed.