

The City Manager's Monthly Report provides an update of staff action related to projects, programs and services.



Upcoming Meetings & Events
June 2016

| | | |
|----|---------|---|
| 10 | 3:30 pm | DEDAB Meeting |
| 11 | 7-9 pm | Caribbean Crew concert |
| 13 | 5:30 pm | Commission Workshop |
| 14 | 6 pm | Parks & Recreation Advisory Board Meeting |
| 15 | 7 pm | Planning & Zoning Board Meeting |
| 16 | 9 am | DRC Meeting |
| | 6 pm | SCORE Workshop |
| | 6 pm | Citizen Accessibility Sub-Committee Meeting |
| 20 | 5:30 pm | Agenda Review |
| | 6:30 pm | Commission Meeting |
| 22 | 5:30 pm | Special Magistrate Meeting |
| 27 | 5:30 pm | Commission Workshop |
| 28 | 5:30pm | Senior Advisory Sub-Committee |



City Manager's Monthly Report

City Manager's Office

- During the month of May, 35 customer service surveys were collected. Thirty were marked all "excellent," two were marked "excellent/good," one was marked "excellent/average," one was marked good, one was marked "average/fair and poor." The complaint marked "average/fair and poor" related to the customer's wait time. The customer said they had to wait for an hour and a half for a permit and there were only two people ahead of them in line. Unfortunately, there were no details and no contact information provided with the survey. (II. Priority Objective. 2. Economic Development. Promote customer service environment.)

Office of Economic Development

- In an effort to make the Economic Development Advisory Boards more effective, staff attended a workshop on "Successful Advisory Boards and Committees," offered by Marilyn Crotty of the University of Central Florida. DEDAB is charged with researching viable projects and making recommendations to the City Commission. (Strategic Issues. Economic Development: Provide a strategic focused effort towards economic development throughout the City to enhance existing businesses and attract new businesses.)
- Attended the Florida Economic Development Council Annual Conference. This is a chance to build relationships and learn best practices that can benefit the City. Attended a session on business expansion and retention. (II. Priority Objective. 2. Economic Development. Work with existing businesses to expand/grow...)
- Staff made a presentation on workforce development at the Volusia County School's Career Cadre. (Strategic Issues. Economic Development: Provide a strategic focused effort towards economic development throughout the City to enhance existing businesses and attract new businesses.)
- Staff met with members of the Public Information Office, Planning & Development Services as well as ITSD to discuss our economic development web presence and our representation on the Team Volusia website. (II. Priority Objective. 2. Economic Development. Team Volusia coordination and creation of a database of commercial properties on the Team Volusia website and City website (market analysis of available properties).)

Office of Public Information

- Staff worked to promote and market the following in May: the Mark Hodgson Music in the Amphitheater concert, the West Volusia Wolves and the Deltona Panthers football and cheerleading registrations, Relay for Life, a

Trap-Neuter-Return Workshop, the Community Health Expo, Spruce Up Deltona!, an I-4 Ultimate job information fair, a FLOWMobile visit, Deltona Youth Soccer Summer Camps, Deltona 6v6 league registration, Deltona Youth Soccer Fall Try-outs, the Caribbean Crew Music in the Amphitheater concert and an End of School Tennis Party. (III. Other Priority Objectives. City engagement and two-way communication.)

- Staff shot photos and video at Spruce Up Deltona! and the Health Expo.
- Staff also recorded for production the Mark Hodgson concert.
- Communication Office staff continues to monitor and respond to social media posts related to the solid waste education campaign. Seven new mini-videos have been created for solid waste education. (II. Priority Objectives. 4. Public Safety. Focus on the City's beautification program.)

Building & Enforcement Services

- We have finished our initial education campaign by placing educational flyers and courtesy door hangers for solid waste and code violations. We will begin "soft" enforcement of the program on June 1 and provide continued education. (II. Priority Objective. 4. Public Safety. Focus on the City's beautification program.)
- Enforcement Services staff hosted Spruce Up Deltona! 2016 and provided the opportunity for residents to get rid of bulk trash and debris prior to the June 1 ordinances going into effect. Staff collected eight, thirty-yard dumpsters of trash during Spruce Up. (II. Priority Objective. 4. Public Safety. Focus on the City's beautification program.)

- Another house was demolished this month at 1133 E. Hancock Drive, bringing the total to five. Enforcement Services staff have processed the paper work and two more will be demolished in June. These are located at 1195 Acorn Court and 767 West 9th Street. These photos are "before and afters" of 1133 E. Hancock. The house really wasn't visible from the street because of the brush that had grown around it. (II. Priority Objective. 4. Public Safety. Strengthen code enforcement (abandoned properties, rental properties. Fund and implement a demolition program for homes in disrepair.)



Fire Department

- In May, the Deltona Fire Department launched a campaign to raise awareness of the number of deaths of children and pets that are left in hot cars. Partnering with State Farm Insurance and Halifax Health, firefighters created a traveling display and demonstration showing how quickly temperatures inside a vehicle can rise.



| | |
|--------------------------|-----|
| Structure Fires | 8 |
| Vehicle Fires | 4 |
| Wild Land, Grass, Trash | 15 |
| Miscellaneous Fire Calls | 67 |
| ALS Medicals / MVA | 264 |
| BLS Medicals / MVA | 345 |
| Hazardous Conditions | 25 |
| Service Calls | 41 |
| Good Intent | 80 |
| False Calls | 2 |



- In May, staff conducted two contingency transports and collected \$5,073.87 in revenue for contingency transports. (II. Priority Objective. 5. Public Safety. Provide medical transport.)
- Firefighters wore camouflaged T-shirts on Memorial Day and the last week of May to honor veterans and soldiers who have fought and are fighting for our freedom.

Total Calls for Service 851

Human Resources

- Staff coordinated this year's first meeting with the employee health insurance advisory committee. (*Strategic Issues. Fiscal Issues: maintain current fiscal stability, maximize alternative funding sources and promote an effective system of checks and balances.*)
- The City welcomed several new employees this month: Richard Adams, Human Resources Director; Carlos Agosto and Joseph Martinez, Utility Systems Technician Trainees; Frank Snyder, Fire Chief, and John Latham, Park Maintenance Technician.
- Twenty-six employees were recognized through the "Shout Out" program.

Law Enforcement

- Our VCSO deputies will host "Coffee with a Cop" from 8:30-10:30 a.m., June 10, at RaceTrac, 3201 Howland Blvd.
- VCSO investigators arrested five suspects in a drug-related rip off. Two gunshots were fired but there were no injuries. All suspects were located and charged with multiple felony crimes including armed robbery. The suspected drug dealer was one of the five suspects arrested. He was also charged with multiple felonies.
- VCSO staff obtained an arrest warrant for a sex offender who failed to properly register. He was located and arrested.
- A civilian employee of the Seminole County Sheriff's Office, a clerk for the Seminole County jail, was arrested after he fraudulently used an inmates credit card while the inmate was incarcerated.

Planning & Development Services

- The new "Center at Deltona" is in plan review and permitting has begun. The goal is to complete final site plan review in June, have the construction plans 100 percent completed in July and complete the permitting process in mid-August. The project can go out to bid in September and hopefully a contractor will be selected by October/November. Following an 11-month schedule, construction should be completed in late 2017 with a grand opening planned for December 2017. An event coordinator/manager position will be included in the next budget. (*II. Priority Objectives. I. Fiscal Issues. New Senior Community Center.*)
- Staff has had discussions on the need for a plan for the existing Community Center on Lakeshore Drive. Future exploration of how to best utilize the site is underway. (*II. Priority Objectives. I. Fiscal Issues. Improvements to the existing Community Center.*)
- Staff placed a request for quotes out for an on-call landscape architect. Two firms were selected to provide functions such as construction plans for the State Road 472 FDOT Bold Initiative Grant, landscape plan development review and peer review for the City's out of date landscape code. (*7. Internal and External Communication. Beautify gateways and key locations—Howland Boulevard/Graves Avenue, Normandy Boulevard/Saxon Boulevard, Saxon Boulevard/I-4, DeBary Avenue/Deltona Boulevard, City Hall and City facilities...*)
- Plantings were installed at City Hall and Fire Stations 61, 62, 63 and 65. The Deltona Fire Explorers provided assistance at Station 62. (*7. Internal and External Communication. Beautify gateways and key locations—Howland Boulevard/Graves Avenue, Normandy Boulevard/Saxon Boulevard, Saxon Boulevard/I-4, DeBary Avenue/Deltona Boulevard, City Hall and City facilities...*)
- A concept design was created for the City-owned lot at Normandy and Saxon Boulevards. An effort for the Joint Participation Agreement with FDOT is underway. (*7. Internal and External Communication. Beautify gateways and key locations—Howland Boulevard/Graves Avenue, Normandy Boulevard/Saxon Boulevard, Saxon Boulevard/I-4, DeBary Avenue/Deltona Boulevard, City Hall and City facilities...*)
- Planning staff completed a comparison and contrast for development review, permitting and professional training for efficiencies and presented those findings to the City Commission. In comparison, our conclusion was that Deltona staff operates very cost effectively and efficiently and achieves land-use subdivision and entitlement approvals within shorter time periods. This results in time and cost savings to applicants. (*II. Priority Objective. 2. Economic Development. Promote customer service environment, including creation of a one-stop shop concept and any required staff development/training to achieve it.*)
- The City's Ordinance Review Committee reviewed the ordinance on residential parking standards and will now

review the ordinance on mobile vendors. *(II. Priority Objectives. 6. Internal and External Communication. Improve intergovernmental coordination.)*

- The City's grant writer is working on an ECHO grant application for the "Center at Deltona." Grants are also in the works for trails, transportation and utilities. *(II. Priority Objectives. 1. Fiscal Issues. Create a grants management program. Find and write grants, administer grants, and provide quarterly updates and pursue new/alternative revenue sources.)*
- Team Volusia staff presented the findings of their market analysis to the City Commission during the May 9 workshop. We will be working with them to make sure Deltona properties are adequately represented online for economic development purposes. *(II. Priority Objective. 3. Economic Development. Analyze City-owned properties and determine their highest and best use, need for land acquisition/disposition, etc.)*
- The Southwest Deltona Community Redevelopment Area is coming to fruition. While CRA planning has been fostered since the City's incorporation, this will be Deltona's first CRA and it will be applied to the original area of Deltona. The Volusia County Council will hear the resolution for the CRA on June 2. *(II. Priority Objective. 2. Economic Development. Pursue the creation of CRA for Deltona Boulevard.)*
- Planning Staff reviewed updated plans for the Gold Choice Assisted Living Facility. The final site plans show an increase in the number of beds proposed from 48 to 96. Plans were also reviewed for the "Center at Deltona," the revised plans for the Harmony Clinic, the free-standing emergency room Business Planned Unit Development, and Vineland Reserve, a Residential Planned Unit Development. *(II. Priority Objective. 2. Economic Development. Promote customer service environment, including creation of a one-stop shop concept and any required staff development/training to achieve it.)*
- Only six of the 86 homes within in the Neighborhood Stabilization Program remain in order to close out this very successful program in Deltona. *(II. Priority Objective. 2. Economic Development. Create more diversified and high-quality housing opportunities to provide for all market demands.)*

Public Works & Utilities

- A contractor has begun work on Phase 4 of a water main project on Gold Terrace and Wakefield Circle moving towards Providence Boulevard. The project remains on schedule and within budget. *(II. Priority Objective. 9. Infrastructure. Preserve and increase the City's water supply.)*
- The contractor for the Alexander Avenue Rapid Infiltration Basin project submitted drawings and has begun preliminary survey work and basic construction activities in anticipation of beginning work in mid-June. This project is scheduled for completion in November 2016. *(Strategic Issues. Infrastructure.)*
- The Fort Smith Boulevard Improvement Project Phase 4B includes three-laning Fort Smith Boulevard from Howland Boulevard to State Road 415. The project includes side street tie-ins, stormwater improvements and pedestrian and bike paths. The contractor for the project continues to address minor issues to finalize and close out the project which should be done by late June or early July.
- Full testing of the Eastern Water Reclamation Facility continues and several staff members have been relocated to the new facility. *(Strategic Issues. Infrastructure.)*
- The contractor has completed the installation of the thermoplastic striping and raised pavement markings. The traffic signal loop was repaired at Deltona Boulevard and Cloverleaf Boulevard. *(Strategic Issues. Infrastructure.)*
- In May, Stormwater staff completed a drainage project at 920 Sweetbrier Drive, repaired a wash out on Feather Drive, cleaned debris from drainage structures following three significant rain events, jetted and cleaned out the drainage system on Fairhaven Street and started a drainage improvement project on Tivoli Drive. *(Strategic Issues. Infrastructure.)*