

CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Deltona City Commission
From: Faith G. Miller, City Manager
Subject: Weekly Courtesy Report
Date: September 28, 2012

City-owned property:

As you may recall, the Commission authorized a change in the sale price for the City-owned residential home on Firwood Drive to \$65,000. The City has received and accepted an offer for purchase of the property at the \$65,000 figure.

Special Event Dates:

In addition to normal duties, staff from multiple departments are working diligently on plans for three large City-wide special events scheduled for the remainder of 2012:

- Our Premiere 11th Annual Halloween *Spooktacular* event – Friday, October 26th & Saturday, October 27th, 6:00 – 10:00 p.m. both nights, Dewey Boster Park; this year in addition to the Haunted Ship, Haunted Trail, Costume Contest, Food Contests, and Kids' Games and Activities, we are adding Food Trucks to our event.
- 50th Anniversary Events – Week of November 10th – 17th, Varied locations (Copy of the timeline attached)
- 2nd Annual Christmas Parade – Saturday, December 15th, 6:00 p.m., Providence Blvd., from Fort Smith Blvd. to City Hall; this year's theme is "*A Storybook Christmas*".

Ongoing/Upcoming Events:

- **Regular City Commission Meeting** – Monday, October 1st, 6:30 p.m., Commission Chambers
- **City Commission Workshop Meeting** – Monday, October 8th, 4:30 p.m., Commission Chambers, re: LDC Amendments; Proposal to allow chickens in residential areas; and proposed mandatory spay/neuter ordinance.
- **City Commission Workshop Meeting** – Wednesday, October 10th, 6:30 p.m., Commission Chambers; Discussion re: sewer rates and future plans for Deltona Water
- **Concert at the Amphitheatre** – Saturday, October 13th, 7:00 – 9:00 p.m., Performing: Caribbean Crew
- **Regular City Commission Meeting** – Monday, October 15th, 6:30 p.m., Commission Chambers
- **Town Hall Forum hosted by Commissioner Denizac** – Friday, October 19th, 7:00 p.m., Harris Saxon Community Center
- **City Commission Workshop Meeting** – Thursday, October 25th, 4:30 p.m., 2nd Flr. Conference Room, re: proposed no solicitation ordinance.

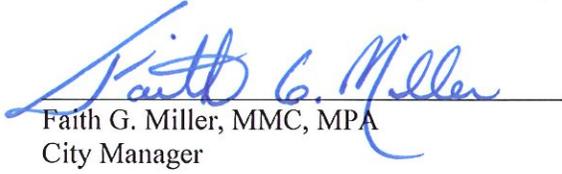
CITY MANAGER'S OFFICE

2345 Providence Boulevard, Deltona, Florida 32725

(386) 878-8100 Fax (386) 878-8851

Webpage: www.Deltonafl.gov

- **Farmer's Market** – Every Saturday, 1649 Providence Blvd., 9:00 a.m. – 2:00 p.m.



Faith G. Miller, MMC, MPA
City Manager

DELTONA'S 50TH ANNIVERSARY CELEBRATION TIMELINE

Saturday – November 10, 2012

5:00 pm

THE “MISS DELTONA PAGEANT”

Deltona Lakes Baptist Church

2886 Elkcarn Boulevard, Deltona

(Hosted by: Deltona Arts & Historical Center)

Friday – November 16, 2012

7:00 – 9:00 pm

CONCERT IN THE AMPHITHEATER by AP60

Deltona Amphitheater

(Hosted by: City of Deltona)

Saturday – November 17, 2012

10:00 am - 2:00 pm

CITY'S 50TH BIRTHDAY BASH

Deltona Municipal Complex (Chambers & Courtyard)

2345 Providence Boulevard, Deltona

(Hosted by: City of Deltona)

Saturday – November 17, 2012

5:30 pm - 11:30 pm

DELTONA'S 50TH BIRTHDAY GALA DINNER/DANCE

Deltona Community Center

980 Lakeshore Drive, Deltona

(Hosted by: Deltona Civic Association)

5:30 – 6:30 pm Social Hour / Appetizers

6:15 pm – Invocation, Welcome & Toast

6:30 pm – Sit Down Dinner

7:30 pm – Introductions / Recognitions

7:45 pm – Presentation of Birthday Cake / Closing Remarks

8:00 – 11:00 pm - Dance

Saturday – November 17, 2012

10:00 am - 2:00 pm

CITY'S 50TH BIRTHDAY BASH

Deltona Municipal Complex (Chambers & Courtyard)

2345 Providence Boulevard, Deltona

(Hosted by: City of Deltona)

10:00 am – 2:00 pm – History Display (ongoing in the Commission Chambers)

11:00 am – 2:00 pm – Ongoing activities and music in the courtyard

10:00 am - Welcome by Mayor

Posting of Colors

Invocation

Announce Opening of the Event

Presentation of Elected Officials & Other Dignitaries

Presentation of Mr. Frank E. Mackle, III

10:30 am - Musical Entertainment by Gene Gizzi (in the Commission Chambers)

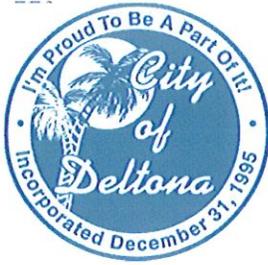
10:45 am - Bubble Gum Blowing Contest (courtyard)

11:00 am - Hula Hoop Contest (courtyard)

12:00 Noon - Dance Competition (courtyard)

1:00 pm - Dress Contest (courtyard)

1:30 pm - Closing Remarks by Mayor



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Subject: Weekly Courtesy Report
Date: September 28, 2012

CITY MANAGER'S OFFICE thru 09/28/2012

Communication:

- Designed the flyer and created a DeltonaTV page for the Caribbean Crew Concert in the Amphitheater on October 13th.
- Designed a flyer and bus shelter poster for the 11th Annual Spooktacular. Researching materials required for in-house printing of the bus shelter posters.
- Broadcast live the Sept. 24th Commission Workshop and Special Meeting regarding Deltona Water rates.
- Submitted a flyer draft of the District 1 Town Hall Forum to the Commission Office for review.
- Created an "event" on the City's Facebook page for Spooktacular. Posted the event on Twitter.
- Updated the "slow for the cone" page on the City's home page.
- Tweeted/Facebooked about several traffic incidents sent out by FDOT and information on the Sheriff's Office's Drug Take-back day.
- Working with members of the 50th Anniversary to get cost estimates for printing of a historical brochure, programs, etc.
- Updated DeltonaTV Schedules for the week of September 30th.
- Updated DeltonaTV programming—UCF (Global Perspectives, On the Issues, MetroCenter Outlook), White House Chronicle, VA Weekly News and The American Veteran.
- Working on October issue of the Pride.
- Photographed the City's participation at the Blue Springs Water Festival on September 22nd.
- Videotaped the FPZA "Trails" Forum on September 21st, for later broadcast on DeltonaTV.
- Provided City's 50th Anniversary Events schedule to the coordinator for the Miss Deltona Pageant.

Press Release/s:

- Sent out 2nd version of 2012 Fire Department Safety Day press release.

Media Relations:

- Provided information regarding the City's current water & wastewater rates, and the effects of the freeze on the rate increases to Mark Harper/Daytona News Journal.
- Provided the Water Rate Workshop Power Point presentation to Al Everson/West Volusia Beacon.
- Provided information regarding Doyle Rd being a County road (and not maintained by the City) to Tim Barber/WFTV-TV Ch. 9.
- Provided information regarding the Commission Workshop/Special Meeting on September 24th to Melonie Holt/ WFTV-TV Ch. 9.
- Provided information regarding black bear sightings in Deltona to Mark Harper/Daytona News Journal.
- Provided information regarding the effects of the freeze on the rate increases to Jim Stinson/Daytona News Journal for an Editorial column.

Business Development:

- Met with Valerie Seidel of Balmoral Group, a part of the group working with Miller-Legg on the Deltona Scrub Jay Mitigation Plan. Miller-Legg plans to have the environmental and economic study completed in early October. Once the decision is made on plan options, the negotiations with US Fish & Wildlife on the Memorandum of Understanding (MOU) can begin.
- Met with Daytona State College staff to move forward the DSC/Deltona Unity Team projects:
 - An additional service/emergency road access
 - Landscaping and property modifications to make the College and City campus' entrance sign more visible.
 - Met with VOTRAN to discuss changing certain bus stops, and the expansion of certain Deltona routes.
- Met with John Kizer of Volusia County Department of Economic Development to discuss aspects of potential incentives for "Project DIAL".
- Attended a Brownfields grant seminar hosted by Terracon, Winter Park.
- Met with a resident who lives on Providence Boulevard and attended the Future Land Use Comp-Plan Amendment (FLUM) meeting on September 13th. This resident and a group of neighbors are interested in presenting their properties as a block of developable land for commercial purposes. A meeting will be scheduled with this group of homeowners for further discussion.
- Met with the owners of an 8-acre tract on Howland Boulevard. Their tract is zoned commercial and they indicated that they are interested in selling.
- Multiple communications with Melody Traeger and Bob Manor of Coldwell Banker Commercial A1, regarding available commercial land in Deltona and their prospects who have expressed interest in developing in Deltona. Will meet with them next week to review specific prospects and sites.
- Met with Marc Hoenstine of Progress/Duke Energy to discuss several projects to initiate co-development with them.
- Scheduled a visit by senior staff of Bethune-Cookman University; preparing materials for that meeting.
- Attended Alliance for Innovation's Webinar: "Developing Your Community Brand".
- Multiple communications and meetings with Deltona Economic Development Advisory Board's (DEDAB's) Sub-committee Chairpersons regarding third quarter reports.
- Attended the Volusia CRA Practioner Council meeting in South Daytona Beach. Discussed best practices for CRA presentations, and the upcoming Florida Redevelopment Association conference.

BUILDING & ENFORCEMENT SERVICES thru 09/22/2012

Building Services Division:

| | |
|--|--------------|
| Building Permits issued for the week..... | 55 |
| Valuation of work permitted for the week..... | \$392,032 |
| Inspections completed for the week | 154 |
| Total Permits issued for Fiscal Year 11/12 | 2,973 |
| Valuation of work permitted for the year 11/12 | \$24,430,914 |
| Permits Issued: | |
| A/C Change Out | 15 |
| Building Residential..... | 1 |
| Concrete Flat Work..... | 1 |
| Door Replacement | 2 |
| Fence..... | 7 |
| Garage Door Replacement | 1 |
| Generator | 2 |

| | |
|--------------------------------|-----------|
| Interior Repair/Remodel | 1 |
| Mechanical..... | 1 |
| Pool Above-ground..... | 1 |
| Reroof | 6 |
| Screen Enclosure..... | 2 |
| Shed | 5 |
| Solar Panel Install | 1 |
| Water Heater Replacement | 5 |
| Window Replacement | 4 |
| <u>Total</u> | <u>55</u> |

Enforcement Services Division:

| | |
|---|-----------|
| Requests for services this week | 389 |
| Animals impounded at the humane societies | 32 |
| Citation warnings issued | 37 |
| Courtesy notices | 111 |
| Abatement notices | 83 |
| Citations issued | 4 |
| Code Enforcement telephone calls | 124 |
| Animal Control calls | 162 |
| Solid Waste calls | 150 |
| Citizen walk in requests for Code Enforcement assistance | 10 |
| Citizen walk in requests for Animal Control assistance | 5 |
| Citizen walk in requests for Solid Waste assistance | 2 |
| Properties requiring grass to be cut by contractors | 42 |
| Certified mailings sent out | 96 |
| Money collected for Animal tags, liens and return to owners | \$1,586 |
| Foreclosures for this week: Deltona | 21 |
| County | <u>68</u> |
| Total | 89 |

(at a cost of \$1,470.00)
 (at a cost of \$552.00)

CITY CLERK'S OFFICE thru 09/21/12

| | |
|---|-------|
| 2nd Floor HR/CC Walk-In Customers | 73 |
| 2nd Floor calls Answered | 28 |
| Packages Picked Up | 2 |
| Packages Received | 61 |
| A/P Invoices Opened | 99 |
| Newspapers | 18 |
| Public Records Requests Received | 4 |
| Public Record Request Amount Received | \$.33 |
| Documents imaged, pages | 682 |
| Large scale drawings imaged, pages | 0 |

(10 hours)

FINANCE DEPARTMENT thru 09/26/2012

- Prepared agenda memo for award of Basketball Courts at Dwight Hawkins and Firefighters Park to Ace Surfaces.

- Met with Lowes regarding the Cooperative Purchasing Network contract. Lowes can provide a steel supply rack at no cost for every \$150 in purchases. The racks can be stocked with inventory that Lowes will maintain per the client's need. Staff time can be saved since having supplies on hand eliminates unnecessary trips to the store. The inventory service is provided free of charge.
- Processing purchase orders for next fiscal year.
- Worked on the presentation on Deltona Water rates for the Commission workshop.
- Attended webinar on Amendment 4 – "How will it Affect Cities?"

FIRE/RESCUE DEPARTMENT thru 09/26/2012

Fire Chief Staples:

- Began abatement of a rodent infestation in the second floor of the administrative portion of Station 61. Ceiling tiles will be removed, nests and droppings cleared, and the roof and fire walls will be repaired, reinforced and insulated to prevent further intrusion.
- Attended a Volusia County Fire Chiefs Association (VCFCA) meeting.
- Met with the Union twice to discuss ongoing issues and develop a process to move forward with the new Promotions articles imposed during the Legislative Hearing in April. There are several considerations with the imposition of the article to avoid future grievances and offer additional promotional testing that the new language would necessitate the first year of implementation.
- Provided budget updates to all department personnel and reviewed possible policy and procedure changes to educate all personnel.
- Met with the Human Resources Director and the Deputy City Manager to discuss the planned transition of the Fire Lieutenant/Fleet Maintenance Coordinator back to a line Engineer/EMT position effective October 1st.

Deputy Chief Rogers:

- Alarm summary 9/19/2012 thru 9/25/2012

| | |
|----------------------|-----|
| Structure fire | 1 |
| Vehicle Fire | 0 |
| Wild land, grass | 1 |
| Misc. Fire | 1 |
| ALS Medicals | 53 |
| BLS & Misc. Medicals | 58 |
| Hazardous Condition | 2 |
| Service Calls | 7 |
| Good Intent | 16 |
| False Alarms | 4 |
| TOTAL | 143 |

- Apparatus Update:

| | |
|-------------|--|
| E61 FD-0214 | In Service at Station 61 - When the new engine comes in service in the next few weeks, this truck (Reserve C) will go back to reserve status. |
| E62 FD-0655 | Going back in Service this morning at station 62. |
| E63 FD-1021 | In Service at Station 63. |
| E64 FD-0654 | Out of Service Injector problems at Cummings In Orlando. The truck has been out of service for 6 weeks. They cannot discover what is wrong. Continues to have difficulties starting, and runs rough. |
| E65 FD-0900 | In Service at Station 65. |

| | |
|----------------------|--|
| Resv A FD-9925 | In Service at Station 64. However it does not have a mobile radio. Needs new radio control cable. This is a 1999 E-One with 110,785 miles and 10,617 hours. (Convert hours to miles = 10,617 X 40 = 424,680 equivalent miles.) |
| Resv B FD-9827 | This is the truck we are trading in for the new engine. |
| Ladder FD-0300 | In service available at station 65. |
| R61 FD-0910 | In Service at Station 61. |
| R62 FD-0754 | Available at Station 62. |
| Brush 62 | Out of Service at Fleet - Bad hose line from the Booster Tank to the Pump. |
| Brush 61, 63, and 64 | In Service. |

Deputy Chief Rafferty:

- Telestaff Committee Meeting.
- Attended the Volusia County Fire Chiefs Association quarterly meeting.
- Completed Target Safety Training class.
- Replaced Controlled Substances on EMS Units.
- American Heart Association application preparation.

HUMAN RESOURCES DEPARTMENT thru 09/26/2012

- Performance Evaluations processed: 9
- Deltona JOBS Program Folders
 - 1st Floor lobby – (0) added
 - 2nd Floor lobby – (5) added
 - Total # of Deltona JOBS Program folders taken – (1,262)
- Applications received:
 - (01) Utility Systems Tech
 - (03) Operations Chief
 - (01) Electrical Inspector
 - (01) Water Operator
- Met with several Department Directors regarding personnel issues and coordination of personnel actions.
- Completed Centers for Medicare and Medicaid (CMS) Data Match questionnaire.
- Sent out final Flexible Spending Account balance reminders.
- Entering United Healthcare changes from Open Enrollment.
- Set-up and prepared interview questionnaires for the Public Works Tech interviews.
- Background checks on (3) Utility Systems Tech, Mechanic, Project Administer – Construction, Utility Customer Service Rep.
- Scheduled (6) drug screenings.
- Processed (1) FMLA action.
- Continuing to coordinate with the 50th Anniversary committee for November 17th event.
- Contacting vendors for annual Employee Wellness and Benefits Fair to be held November 14th.
- Processing merit increases for non-bargaining unit employees.
- Creating Years of Recognition certificates for all employees who have attained benchmark years.
- Conducted Wellness Committee meeting to discuss options for Wellness Programs for the coming year and to start planning the Wellness Fair for November.
- Coordinated with the management team and the City's Labor Attorney regarding several issues and actions involving IAFF Local 2913.

Risk Management:

- Conducted 7 training classes concerning City Hall Emergency Plan and Excavation/Trenching.
- Investigated three claims against the City for liability.
- Attended IAFF class: Cancer & Firefighters.
- Evaluated Firefighter fitness reports resulting from annual physicals.

PARKS AND RECREATION DEPARTMENT thru 09/22/2012

Administration:

- Attended the Florida Planning and Zoning Association meeting – discussion on trails.
- Met with Aquatic Systems to discuss spraying dog fennel at Lake Gleason per Florida Department of Environmental Protection permit.
- Met with Nick Conte, Deland Chamber of Commerce and the West Volusia Sports Authority, to discuss future sporting events.
- Met with Ace Surfaces Inc. to get an update on the tennis and basketball courts at Wes Crile.
- Participated in a webinar with Alliance for Innovation “Developing Your Community Brand”.
- Attended supervisor training class.
- Farmers Market: 1 vendor, 104 cars.
- Processed 10 permits for pavilion and field rentals.

Facility Use Permits (9/16- 9/22/12):

- | | | |
|------------------------------------|------------------|---------------------------|
| • Deltona Community Center | 3 permits issued | Weekly attendance – 824 |
| • Harris M. Saxon Community Center | 2 permits issued | Weekly attendance – 263 |
| • Wes Crile Park | 3 permits issued | Weekly attendance – 1,752 |
| • Skate Park | 10 new passes | Weekly attendance – 764 |

Special Events/Programs:

- Amphitheater:
 - 2012 Concert series: Caribbean Crew (reggae/calypso) is scheduled for Saturday, October 13th at 7:00 p.m.
- Harris M. Saxon Community Center:
 - Boys and Girls Club after school program continues.
- Wes Crile Park:
 - Tennis and basketball court reconstruction project continues and should be complete by Sept. 20th.

City Leagues Currently Underway:

- Men’s league fall season continues.
- Senior league fall season continues.
- Flag football has been postponed, will return in September.

Partner Leagues Currently Underway:

- West Volusia Youth Baseball fall ball continues.
- Deltona Little League fall ball continues.
- Deltona Panthers football and cheer practice continues.
- Deltona Youth Soccer practice continues.

Parks Maintenance:

Weekly tasks include opening all the parks in the a.m., cleaning restrooms at parks and facilities, picking up and emptying trash at all parks and facilities; picking up trash around all pavilions; taking goods to storage, including seasonal items; cleaning the depot trailer, barn and yard; cleaning pavilion areas (ceilings, tables, grilles, etc.); cleaning playgrounds and sidewalks, taking vehicles to Fleet for maintenance, replacing damaged paper towel and toilet paper dispensers.

- **Mowed, edged and weed-whacked:** Campbell, Farmers Market, Firefighters Memorial, Harris Saxon, Keysville, Manny Rodriguez, Thornby, Timber Ridge, Tom Hoffman, Vann Park, Veterans Memorial and Wes Crile.
- **Box bladed:** Dupont Lakes, Dwight Hawkins and Vann Park.
- Dwight Hawkins – Replaced dispenser in restroom.
- Harris Saxon – Repaired sink in kitchen
- Lake Gleason – Mulched playground and removed kiosk.
- Miscellaneous
 - Picked up a pallet of water from Wal Mart from City Clerk's Office.
 - Picked up supplies from Ace Hardware.
 - Picked up Halloween costumes from the Depot.
 - Picked up tables and chairs from Dewey after weekend event.
 - Continued working on 50th birthday cake.

City Hall, Fire Station, Sheriff's Department and 1691 Providence (Sheriff) Building Maintenance:

Weekly janitorial service includes cleaning the Fire Station and inspecting Sheriff's building; opening and closing City Hall; vacuuming the chambers and other areas; emptying trash and recycled bins from DSC classrooms and all City departments; setting up Commission Chambers for various meetings and resetting afterwards; checking temperature throughout the building; replacing flags, replenishing restroom supplies throughout the entire building; replacing soap dispensers; cleaning all restrooms (floors, toilets, sinks, etc.); unclogging various toilets in restrooms on both floors; unclogging water fountains; replacing light bulbs throughout the building, courtyard and walkway; replacing restroom fresheners and batteries; moving or assembling furniture for various departments; hanging pictures (as requested) throughout City Hall; spraying and pulling weeds from various areas, trimming bushes and trees, watering sod and new shrubbery; walking the grounds and picking up trash; emptying all trash receptacles outside; sweeping sidewalk and stairwells; cleaning front of building, retrieving supplies from storage at various times, polishing the elevator; delivering packages and heavy boxes to departments. repairing damaged paper towel and toilet paper dispensers.

- Mounted new signs in front.
- Escorted Wiginton for inspections.

Sports Turf Maintenance:

- Normal routine maintenance at:
 - Dewey Boster Sports Complex
 - Baseball and Pony League Fields
 - Vann Park
 - Dupont Lakes
 - Wes Crile Park
 - Mowed Campbell, DuPont Lakes, Vann Park and Wes Crile Parks.
 - Raked and lined True and Shea fields every day.
 - Added clay to tee ball field at Vann Park.
 - Sprayed Dupont Lakes with TB3000 and herbicide.
 - Sprayed Vann Park with TB3000 and insecticide.
 - Sprayed City Hall landscape beds with Roundup.

- Worked on irrigation system at Wes Crile.
- Sports Complex:
 - Mowed, weed-whacked and edged the complex.
 - Sprayed complex with Rx Supreme and Triplex Micro.
 - Mowed Pony League; sprayed infield for weeds.
 - Began working on the trail for Halloween.
 - Mowed retention ponds and outer areas of Sports Complex.

PLANNING & DEVELOPMENT SERVICES thru 09/26/2012

Executive Summary:

The Planning and Development Services Department is focused on the October 1st Commission hearing, where the Department will have six (6) items on the agenda:

- The Conceptual/Final Site Plan for the Dollar General on Howland Boulevard;
- The Small Scale Future Land Use Map Amendment (2nd reading) for the Pine Ridge Fellowship United Methodist Church;
- The Zoning Amendment (1st reading) for the Pine Ridge Fellowship United Methodist Church;
- The Zoning Code Amendment for Types of Non-conformity;
- The Zoning Code Amendment for Accessory Uses and Structures;
- The proposed CRA Findings and Declarations of Necessity.

Planning:

The Planning Section is working with the developer to begin site development on the Dunkin Donuts proposed along Howland Boulevard. They anticipate that site work will begin in late October/early November, and be completed early in 2013. Site work continues on the proposed RaceTrac site to cut over 70,000 cubic yards from the RaceTrac site and area and relocate it on-site to the west. The developer is creating future pad sites for both the RaceTrac and an additional outparcel. Work also continues on the budget portion of the CRA in anticipation of moving forward following the October 1st Commission hearing.

Housing & Community Development:

The Housing and Community Development Section received approval from the State for the SHIP Annual Report. The section is also processing several homes for both sale and purchase within the NSP programs to keep those projects moving forward. The home at 1131 Mayflower, which was an abandoned, dilapidated structure that the City demolished, was replaced with a new home that is nearing completion. The new house has made a positive impact on the street and the home looks outstanding. Work has also begun on the home at 3230 Tallwood.

PUBLIC WORKS thru 09/21/2012

Traffic Operations:

Weekly tasks include monitoring crews and downloading and evaluating traffic survey information.

- **Signs:**
 - Completed (2) sign repair work tickets in the City.
 - Fabricated (7) new street name signs.
 - Installed (3) new street name signs.

- Fabricated (2) 18”x 24” “Caution Concrete Drops Off” sign for Parks & Recreation.
- Fabricated (2) 12”x 18” Adopt a Street signs and (2) 12”x 6” “Sia Yorker Brain Awareness Foundation” signs; installed at 1854 Portview and at 1801 Portview.
- **Speed Trailer:** Installed and then removed at Azora & Maximillian.
- **Message Boards:**
 - Installed at Howland & Saxon and Saxon & N Normandy for Deltona Against Bullying.
 - Removed both message boards and installed on each side of the entrance to Dewey O. Boster Park.
 - Removed both message boards and delivered them back to Public Works Depot.
- **Miscellaneous:**
 - Staged 25 cones in front of sign shop for pickup by Fire Department.

Field Operations:

Weekly tasks include evaluating work orders called in by residents.

- **Beautification:**
 - Medians:
 - Normandy Blvd – routine maintenance; watered trees.
 - Howland Blvd – routine maintenance; installed 46 ligustrum trees; 31 crepe myrtle trees and 320 shillings; watered newly planted trees.
- **Clam Truck:**
 - Debris – 17
 - Trimming – 19

Fleet Maintenance Division:

- | | | |
|------------------------------|--------|--------------|
| ● Vehicles | PM – 4 | Repairs – 9 |
| ● Equipment | PM – 1 | Repairs – 20 |
| ● Road Calls | 6 | |
| ● Parts Run/Vehicle Delivery | 3 | |
| ● CDL Testing | 0 | |

Stormwater Division:

Weekly tasks include check and monitor all electric pump stations; respond to all safety concerns; talk to residents about their concerns; check and record lake levels; manage current CDBG projects; implement NPDES Inspection program.

- **Construction Crew:**
 - Florida Dr – installed 660’ of 15” pipe; 1 basin; hauled off materials.
 - 2415 Haulover – formed up and poured mitered end; placed sod.
 - 1058 Norwood – repaired pipe; backfilled with dirt; placed sod.
- **Drainage Area Maintenance (Aebi Mowing):**
 - Ditches mowed – 3048; 3145 Telford; 1362; 1373 Trollman; 1341; 1371; 1399 Hayward; 1076 Gage; 1028 Yale; 3390 Goldenhills; 1040; 1041 Eastbrook; 1309 Lodge; 1324; 1385 Comerwood; 1266 Swiss; 3350 Montcalm; 1315 Whitewood; 650 Armadillo; 1781 Belspring; 1199 Clarion; 756 Redcoach; 1641 Bloomfield; 543 Skyland; 2349 Fitzpatrick; 2355 Weldon; 2885; 2163; 2107 Newmark; 2633 Salters; 1509; 1481 Humphrey; 2726 Ancho; 1581; 1369; 1394; 2321; 2401 Timbercrest; 2097 Wallingford; 3041; 2963; 2899; 2825 Fayson; 2811 Conyers; 2771 Summerfield; 1363 Amboy; 1894 Maderia; 1789 Villa; 2911 Day Rd; 2841 Canal; 1922 English; 2812 Hayes; 2941 Cardinal.
 - Ponds mowed – 2170 Clearwater; 1641 Houston; 3045 Courtland; 2220 Firwood; 3289 Tallwood; 2025 Watersedge.

- **Right of Way Mowing Crew:**
 - 7 miles of right of way mowed.
 - Main Roads mowed – Alexander; Ft Smith; Catalina; Deltona Blvd; Cloverleaf; Anderson..
 - Sectors mowed – 26; 27; 18; 29; 30; 31.
 - Alleys mowed – 200; 618; 632.
- **Right of Way Litter Crew:**
 - 346.5 gallons of litter removed.
 - Main road trash pickup – Elkcam; Normandy extension; part of Courtland.
- **Miscellaneous:**
 - Alley 570 – mowed alley.
 - 1392 Lydia – mowed around the box.
 - 1639 Bloomfield; Norwood; 1489 Drysdale – mowed the pump station.
 - 675 Malaga; 2080 Deborah – mowed the right of way.
 - 559 Ft Smith – filled in hole next to box.
 - 1491 Keeling – repaired fence.

UTILITIES thru 09/23/2012

Customer Service

| September 2012 | Total week ending 9/23/12 |
|-------------------|------------------------------|
| DW – Lockbox | 1947 |
| Ebox | 1201 |
| Call Center Calls | 1665 |
| Walk-ins/Drop Box | 1210 |
| On-line Payments | 1059 |

Customers Disconnected for Non-Pay

| September 2012 | Total week ending 9/23/12 |
|--------------------------|------------------------------|
| Total on Disconnect List | 295 |
| Off in error/DW error | |
| Off in error/Munis error | |
| Misapplied Payment | |

Construction Log & Service Orders

| September 2012 | Total week ending 9/23/12 |
|--------------------------|------------------------------|
| Water Service | 1 |
| Meter Sets | 1 |
| Reclaim Meters | |
| Fire Hydrant Installs | |
| Fire Hydrant Replacement | |
| Fire Hydrant Repair | |
| Replace Meter Box | 10 |
| Locates Received | 60 |
| Locates Completed | 61 |
| Main Leaks | 3 |
| Service Leaks | 4 |
| Sewer Repairs | 2 |
| Sewer Blockage | 2 |
| KV2 Valves | 3 |
| Service Replacements | |
| Meter Change Outs | 11 |
| Service Orders | 517 |
| Disconnects | 295 |
| Drainfield Leaks | 1 |
| Meter Retirements | 37 |