

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



Upcoming Meetings
September 2015

02 10-2	FLOWMobile
07	Labor Day Holiday
08 6pm	Parks & Rec Advisory
09 5:30pm	Special Commission Meeting
6:30pm	Commission Meeting
11 3:30pm	DEDAB Meeting
12 7-9pm	Music in Amph w/Then2Now
14 5:30pm	Commission Workshop
15 5pm	Firefighter Pension
16 10-2	FLOWMobile
7pm	Planning & Zoning
17 5:30pm	Citizen Accessibility
19 noon	Festival of Nations
21 5:30pm	Agenda Review
6:30pm	Commission Meeting
22 5:30pm	Senior Advisory
23 5:30pm	Special Magistrate
28 5:30pm	Commission Workshop
30 10-2	FLOWMobile



City Manager's Monthly Report

City Manager's Office

- In August, the City Manager was notified by the Federal Emergency Management Agency (FEMA) that the City exceeded the minimum standards of the National Flood Insurance Program Community Rating System earning a Class 9 rating. The floodplain management activities implemented by staff means homeowners who live in a Special Flood Hazard Area will receive a slight reduction in the cost of homeowners insurance and then a greater percentage as we achieve a better rating over time (see attached letter from FEMA).
- An update on the Customer Service Survey System: During the month of August, the City Manager's Office collected 106 customer service surveys. One-hundred and four of those were all marked "excellent," two were marked "excellent/good." There were no negative comments or suggestions for improvement.
- The City Manager received a compliment from Danyetta Tavares, an Orlando real estate broker. She visited City Hall in August and met with Ron Paradise (Assistant Director of Planning & Development Services), Leigh Grosvenor (Fire Safety Manager), and Irma Taylor (Business Tax Supervisor) about opening a group home for seniors. "All of them did an amazing job. They were professional, courteous and helpful...and very customer friendly."

Public Information

- Staff has been evaluating cost saving methods for distributing the City Newsletter.

Office of Economic Development

- The City Manager and Economic Development Manager attended the Volusia County Department of Economic Development's Second Quarter Update. These updates include county-wide information and provide an opportunity to make business contacts. Also attended several HERE (Historical, Education, Recreational, Ecological) Project meetings and the bi-monthly meeting of Team Volusia's Economic Development Practitioners Council.
- Met with Dr. Aubrey Long, Vice President of Business and Community Development for Bethune-Cookman University regarding a drive to grow local businesses.
- Staff is working with the owner of Deltona Plaza (1200 Deltona Boulevard) on plaza renovations and tenant solicitation.

Building & Enforcement Services

- November will mark the one-year anniversary of the pilot Trap-Neuter-Return program. This month, staff met with TNR volunteers and caregivers to discuss the program and possible changes to improve and reduce the number of cats impounded.

Finance Department

- Staff prepared for and completed a City Commission Budget Workshop on Aug. 10. The workshop included information related to the budgets of Deltona Water, special revenue funds, capital projects and other miscellaneous funds.
- Finance staff is developing a comprehensive financial plan to fund additional roads, possibly a new community center and other projects.
- On Aug. 3, the City received Commission approval for the reallocation of current fiscal year surplus funds in the amount of \$1,055,000. These funds will allow the City to accomplish other significant projects, identified and discussed but not previously budgeted for.

Fire Department

Monthly report for Aug. 1-31.

Structure Fires	3
Vehicle Fires	2
Wild Land, Grass, Trash	4
Miscellaneous Fire Calls	37
ALS Medicals / MVA	241
BLS Medicals / MVA	336
Hazardous Conditions	27
Service Calls	48
Good Intent	104
False Calls	14
Total Calls for Service	816

Human Resources

- Completed six annual Open Enrollment Sessions for employees to explain benefit changes. Staff is now processing benefit changes made by employees.
- HR staff and staff from Halifax Health have completed all of the screenings for the Employee Wellness Program.
- Coordinated Skype interviews for six candidates for the Human Resources Director position.
- The City welcomed four new employees this month: Norris Matthews, Intermittent Parks Attendant; Jorge Garcia, Utility Systems Technician Trainee; Emmanuel Reyes, Utility Systems Technician Trainee, and Michael Saunderson, Public Works Technician.
- Staff processed two employee separations including exit interviews.
- Staff is processing two FMLA requests.

Parks & Recreation

- The entryway sign at Howland Boulevard and Interstate 4 received a face lift to include pressure washing, painting and landscaping.

Planning & Development Services

- Planning & Development staff coordinated a request for information for the FDOT Bold Initiative Landscape Grant. A consultant provided a typical roadway cross section and plan view for landscaping the Howland Boulevard right-of-way.
- Planning staff worked with Parks & Recreation and Public Works to have landscaping installed at the Howland Boulevard gateway sign.
- Attended a meeting with the State Comprehensive Plan reviewers at the Department of Economic Opportunity to begin the update to the City's Comprehensive Plan. Our Comprehensive Plan can be amended incrementally, which is great news. Incremental amendments are much easier than one comprehensive update to all elements. The Department of Economic Opportunity is also in support of adding an Economic Development Element that will mirror the goals, objectives and policies of the City's Strategic Plan.



- Coordinated with the Florida Institute of Government to conduct two meetings concerning the Community Visioning/Strategic Plan Workshops. The meetings will be from 9 a.m. to noon, Oct. 17 for the Community Workshop and from 8 a.m. to 2 p.m., Nov. 7 for the City Commission Workshop.
- Processed amendments to the Land Development Code to make the Code and the Comprehensive Plan consistent concerning multi-family development and worked with the City Attorney on an ordinance establishing a moratorium for the use of private package plants.
- Conducted an Affordable Housing Advisory Committee meeting to complete the statutory requirements of the AHAC.
- Contacted social service providers concerning the start of a Social Services Summit to address existing community services within Deltona, services provided to our residents outside of Deltona and what services are needed to assist our residents.
- Developing a master plan for the proposed Community Center and assisted the Economic Development Manager on possible sites for relocating the existing concrete plant along Graves Avenue.
- Wrote narratives for the City Budget and completed development review applications for new commercial projects coming into the City.

Law Enforcement Provider : VCISO

- On Aug. 4, the Volusia County Sheriff's Office and the City hosted National Night Out at City Hall. This year's event was the most successful to date. The crowd in attendance was estimated to be approximately 2,000 during the three-hour event. Several sponsors and 38 vendors also contributed to the success. The VCISO had demonstrations in K-9 and Motors disciplines and seminars on Identity Theft, Sexual Predators & Offenders and Stranger Danger.
- Information developed that individuals from the Daytona Beach area were coming to Deltona to burglarize vehicles and steal cars. The group was dismantled and the stolen property from Deltona discovered in a Daytona Beach residence. Law enforcement also believed the individual with the stolen property was selling narcotics. A search warrant was executed by VCISO SWAT and the Eastside Narcotics Task Force at the suspect's residence in Daytona Beach. The stolen property was recovered and narcotics were discovered. To date, three individuals have been arrested in connection with this burglary spree.
- NY Pizza on Saxon Boulevard was burglarized. A former employee was arrested in connection with the burglary.
- A juvenile was caught burglarizing a residence on Hancock Drive. An investigation led to the determination that he was responsible for multiple conveyance burglaries in the area. Investigators are still working to identify victims in this case.

Public Works & Utilities

- The Eastern Wastewater Treatment Plant is on schedule and within budget and should be completed in November. The interior of the maintenance buildings are almost 100 percent completed. Furniture has been ordered for the operations building



- The first phase of the Rapid Infiltration Basin (RIB) project is complete. This phase included the clearing and grubbing of nearly 40 acres, the excavation of three RIBs and stormwater ponds. The contractor for the project has installed in excess of 5,500 linear feet of piping, site roadways and perimeter fencing.



- The Alexander Avenue Ground Storage Tank and Pump Station is the second phase of the RIB Project. McMahon Construction completed construction of the one-million gallon, pre-stressed, reclaimed water storage tank. The pump station building is also finished. Infrastructure to the site was installed and the project is moving along according to schedule. Start up training has occurred. The project is now in the close-out phase and no change in the budget or schedule is anticipated.



- Section 4B of the Fort Smith Boulevard Improvement Project scheduled to be completed by February 2016 continues to progress on schedule and within budget. The project includes the conversion of a two-lane, rural section of roadway to a three-lane, urban section with bike lanes. Included in the project is the construction of a drainage retention pond and the installation of over 8,500 linear feet of piping along with striping, signage and pavement markings.
- Work continues on Phase 3 of the Howland Boulevard Improvement Project. Howland Boulevard is a Volusia County-controlled roadway but has City utilities located within the right-of-way. This project includes a Joint Participation Agreement that allows Volusia County, on behalf of the City, to improve water, wastewater and reclaimed water infrastructure between Fort Smith and Courtland Boulevards.

- The Leland Drive Flood Control Improvement project continued in August. The intent of this project is to convey stormwater and reduce localized flooding in the surrounding neighborhood. The project includes the installation of two new submersible pumps, piping, valves and above grade discharge piping. Villages Construction was selected as the contractor in July and according to contract should complete the project in March 2016. This month, the contractor began surveying the project area, laying the route for pipe installation and clearing along the drainage and utility easement. Three mature Cypress Trees were discovered and a slight design change will be made to save the trees.
- On Aug. 10, Danus Construction was awarded a contract for the Whitewood Wellington Rehabilitation project. This project will replace failing sanitary sewer manholes along with lining and existing wet well. This project is extensive in nature and will require the closure of the intersection of Whitewood and Wellington Drives at some point. Danus will be required to establish a traffic plan and detour. The project should be completed by Dec. 8.
- On Aug. 28-29, Public Works staff filled over 2,000 sand bags for residents in preparation for Tropical Storm Erika.

