

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



March 20, 2015

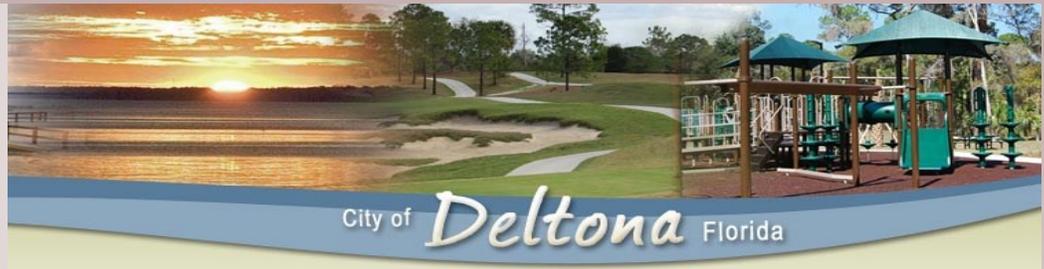
City Calendar

March:

- 23 5:30pm Commission workshop
- 24 5:30pm Sr Advisory Subcomm
- 25 10am-2pm FLOWmobile
- 5:30pm Special Magistrate
- 28 10:00am Eggstravaganza
- 31 5:30pm Commission workshop

April:

- 01 5:30pm Commission workshop
- 03 HOLIDAY
- 06 6:30pm Commission meeting
- 08 5:30pm Youth Advisory Subcomm
- 10 3:30pm DEDAB Subcommittee
- 13 5:30pm Commission workshop
- 14 6:00pm P&R Advisory Board
- 15 10am-2pm FLOWmobile
- 18 10:30am Volunteer Recognition Luncheon
- 20 6:30pm Commission meeting
- 29 10am-2pm FLOWmobile



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	19
Valuation of work permitted for the week	\$567,735
Building Inspections completed for the week	209
Fire plan review completed for the week	13
Fire Inspections completed for the week	34

Enforcement Services Division:

Requests for services this week	463
Animals impounded at the humane societies	19
Properties requiring grass to be cut by contractors	2 (\$80)
Money collected for animal tags, liens and return to owners	\$808
City tags sold during Annual Pet Fest at Dog Park:	121
Foreclosures for this week: Deltona – 10; County – 36; Total – 46.	

CLERKS OFFICE

JOYCE RAFTERY, CITY CLERK

2nd Floor HR/CC Walk-In Customers	13	
Newspapers	15	(7 hours)
Public Records Requests Received	7	(\$60)
Documents imaged or modified, pages	1632	

FINANCE DEPARTMENT

BOB CLINGER, FINANCE DIRECTOR

- ◆ Presented the FY2013/14 Audit to the Commission.
- ◆ Housing staff presented the Public Service component of the CDBG program to non-profits interested in applying for grant funding which would be available to them for their services. We anticipate approximately \$60-65,000 available for these entities.
- ◆ Met with Housing staff regarding the annual HUD Action Plans and CAPERS—Consolidated Annual Performance and Evaluation Report—which is submitted every year. The report addresses questions on homelessness and what we did this past year to address it.

FIRE/RESCUE DEPARTMENT

MARK RHAME, FIRE CHIEF

Alarm summary

Structure fire	0	BLS & Misc. Medicals	98
Vehicle fire	3	Hazardous Condition	6
Wild land, grass, trash	0	Service Calls	9
Misc. Fire	4	Good Intent	22
ALS Medicals	51	<u>False Alarms</u>	<u>8</u>
		TOTAL CALLS	201

HUMAN RESOURCES DEPARTMENT

- ◆ Processed 6 Performance Evaluations; received 3 applications for 2 posted vacancies; processed 2 FMLA requests and 1 ICMA-RC loan application.
- ◆ Participated in a webinar on labor law poster compliance; HR Analyst completed DDC instructor training.
- ◆ Conducted employee Health Benefits Committee meeting.
- ◆ Met with Ruth Marquez, Nationwide representative, to discuss processing of employee retirements.

PARKS & RECREATION DEPARTMENT

STEVE MOORE, DIRECTOR

Dewey O. Boster: Preparations are underway for the Eggstravaganza event on March 28th.

Dupont Lakes: Senior Softball Leagues.

Harris Saxon Community Center: Boys & Girls Club After School Care.

Keysville Dog Park: Wags & Whiskers event, Saturday, March 14th, 9:00am.

Vann Park: Deltona Little League season continues.

Wes Crile Park: Okinawan Martial Arts for all ages; Game Changers Basketball thru March 28th.

- ◆ Prepared materials for the pre-construction meeting for the roof replacement at the Community Center; prepared for the Citizen Accessibility Advisory Subcommittee meeting; attended the Volusia County Parks & Rec Directors monthly meeting.
- ◆ Conducted the Wags N Whiskers Pet Fest at Keysville Dog Park on March 14th.
- ◆ Met with City staff regarding parking requirements at various park sites.
- ◆ Parks Maintenance staff came up with a new idea for Spooktacular—a tunnel, shown below under construction:



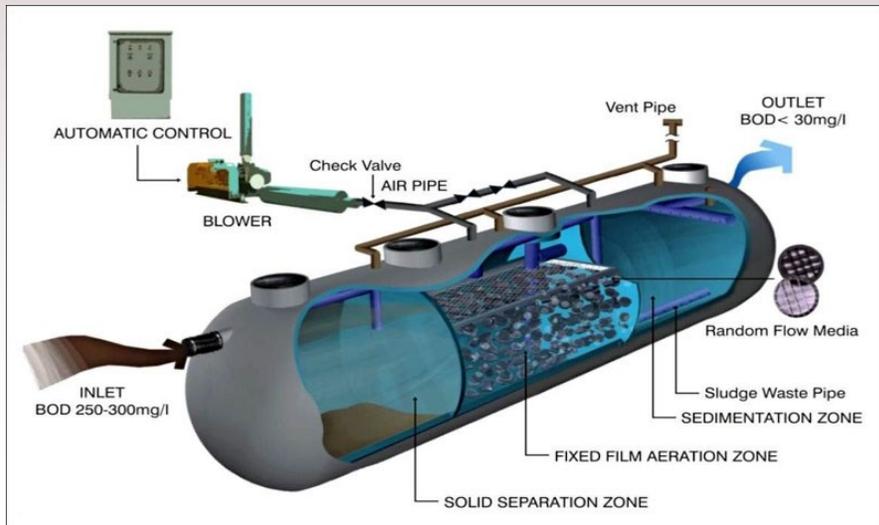
PLANNING & DEVELOPMENT SERVICES

CHRISTOPHER BOWLEY, DIRECTOR

- ◆ Conducted a pre-application meeting for the Fernanda Place RPUD. The applicant wants to combine the former Fernanda Landings RPUD and the Fernanda Place 22+ acres together to create one residential project. The entrance is proposed from Howland Boulevard.
- ◆ Received the revised Arbor Ridge Phase II Unit 5 Final Plat and Construction Plans and scheduled DRC for April 2nd. The Final Plat will be brought to the City Commission following DRC approval.
- ◆ Scheduled the Iglesia Misionera Eslabon de Dios Final Site Plan for the April 2nd DRC. Upon DRC approval, the church will be allowed to expand the parking facility and existing building.
- ◆ Placed the Sanitary Sewer Phase I Construction Plan package on the Consent Agenda, which was approved by the

Commission on Monday night. Public Works will coordinate with the utility consultant to begin the process to create a “shovel ready” plan set.

- ◆ Created the Agenda Memo package for the Southwest Community CRA and placed it on the April 13th Commission Workshop agenda and the April 20th City Commission agenda.
- ◆ Reviewed the Phase III Land Development Code amendments.
- ◆ Researched and drafted the cost estimate for parking facilities at passive recreational parks. The prototype includes the required two spaces per trail and one handicap space, with a driveway apron, and crushed concrete surface.
- ◆ Attended the Health Insurance Committee Meeting.
- ◆ Met with the City Attorney on septic tanks and package plant policies within the Comprehensive Plan and the Land Development Code. Lake Sidney Shores is proposing a subterranean package plant, which requires removal, conversion, and connection to a central sewer system within 10 years from installation of the plant. This item has been scheduled for the April P&Z Board meeting. *(Illustration right)*



PUBLIC WORKS—DELTONA WATER, FIELD OPERATIONS **GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER**

Deltona Water Customer Service

DW – Lockbox	1600
Ebox	1297
Call Center calls	1256
Walk-ins/Drop Box	1034
On-line payments	1641
IVR	862
EFT	712
Total on Disconnect List	103

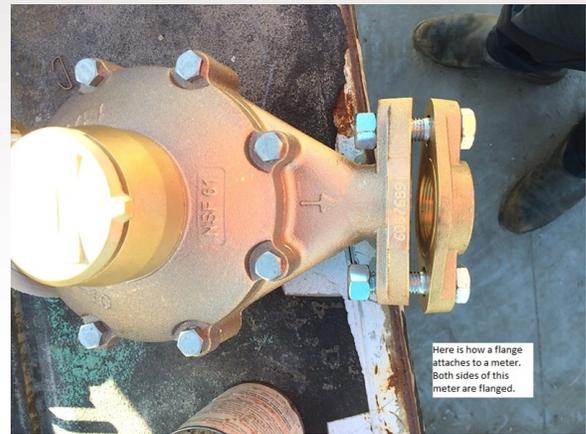
This week, Deltona Water shares the steps involved in replacing water meters.

Start with the array of parts:



“The ankle bone connected to the leg bone . . .”

The nipple threads into the bushing to decrease the size of the pipe, then the nipple threads into a flange which will attach to the meter.



The bushing, nipple and flange are then screwed into the existing water valve, which is known as a curb stop.



Bolts are tightened for a water tight seal, and the meter is attached to the flange, making it ready for the plumber to connect to.



CITY MANAGER'S OFFICE

DALE BAKER, ACTING CITY MANAGER

Public Information Office (PIO): (Lee Lopez, Public Information Officer)

DeltonaTV: Recorded episodes for the following programs: Stay Fit in 2015, Heartbeats, Today's Health, Doing It Yourself, Know the Code, Solo Notes. Completed production work for "Best Friends on 4 Legs: Mutt Strutt", and post-production work for the "Deltona Holiday Recap". Recorded the March 10th DBA meeting at City Hall; recorded video for Wags N Whiskers, videotaped interviews and video for "Dollars & Sense: DBA", videotaped March 9th Commission workshop, live broadcast of the March 16th Commission meeting, and recorded for rebroadcast.

Media Inquiries: Provided information on the Commission vote on the "Chicken Amendment" to Jose Dieppa/Central Florida News 13, Mark Harper/Daytona News Journal, and Al Everson/West Volusia Beacon. Provided information to Mark Harper/Daytona News Journal on the following items: progress on the City Manager search, resident emails to the Commission regarding the VCSO shooting, and candidate selection for the City Manager process. Provided information regarding the City Manager selection process to Erika Webb/Hometown News.

Other: Working with CGI, Inc. for ongoing City internet video project; selected a Spanish translation service for the City Newsletter; working on the April issue of the employee newsletter, The Pride; working on the poster for the Fair Housing Event at City Hall; working on the webpage for DeltonaTV.

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

- ◆ Attended a webinar hosted by the International Economic Development Council, "*Assessing a Location's Workforce*".
- ◆ Met with Bob Turk (Sanford's Economic Developer) and Steve Burley (DeLand's Economic Developer) regarding regional economic development strategies for SE Volusia County.
- ◆ Chris Bowley and I met with a developer interested in developing an ALF (Assisted Living Facility) in Deltona.
- ◆ Met with John Jones of Littlejohn (consulting firm) regarding a 5-Year Economic Development Plan. Mr. Jones recently supervised the economic development plan for the City of Sanford.
- ◆ In support of the tourism initiative, and the DEDAB Subcommittee's task, initial contacts are being made with (1) Fort Foster (part of Hillsboro State Park), (2) Fort Christmas (part of the Orange County Park), and (3) the Florida State Archeology Consortium, to determine tourism values of historical facilities.
- ◆ Met with Steve Moore and Lee Lopez to discuss turning certain developed and undeveloped parks into Ecologically Friendly Parks, as a part of the City's Ecological Tourism Project.
- ◆ Prepared the DEDAB Sub-committee agenda packages for this week's Sub-committee meetings.
- ◆ Met with PIO staff regarding the Deltona Barber Shop's 50th Anniversary Event. In May of 2015, the Deltona Barber Shop will celebrate its 50th year in service under continuous ownership. The Deltona Business Alliance is planning assistance with the event—a celebration that will become one of the events in the City's own 20th Anniversary Celebration.
- ◆ U.S. Congressman John Mica spoke to the West Volusia Regional Chamber of Commerce at the Debary Gateway Center for the Arts.
- ◆ Per the Commission discussions regarding a new City of Deltona Visioning Plan, I met with Doug Gray of Strategic Planning Group, consultants that specialize in economic development plans. (Strategic Planning Group is the consultant company that prepared the 2007 5-Year Economic Development Plan for the City).
- ◆ Recorded a Deltona Economic Development Commercial—the third party endorser was U.S. Congressman John Mica.
- ◆ Toured commercial locations with John Wanamaker and Rosie Hartman of Coldwell Banker Commercial AIA Group to discuss the 'Business Park' project for the City. Multiple options and locations were viewed and discussed, with a view towards building an action plan.
- ◆ As the Staff Liaison to the Deltona Business Alliance, attended the "Initial DBA Meet & Greet". President Fuller Haring and other DBA officers spoke, and Mayor Masiarczyk and County Councilman Lowry were the guest speakers.

