



CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Deltona City Commission
From: Dave Denny, Acting City Manager
Subject: Weekly Courtesy Report
Date: October 18, 2013

CITY MANAGER'S OFFICE thru 10/18/2013

Acting City Manager Comments:

On Tuesday, October 22nd, from 5:30pm to 8:30pm, the Public Works Director/City Engineer, Gerald Chancellor will host a Town Hall meeting to discuss the Eastern Waste Water Reclamation Facility. The meeting will be held in the Commission Chambers at City Hall, 2345 Providence Blvd, and all residents are encouraged to attend.

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

- Facebook & Twitter: Posted information about events at the Deltona Regional Library, the Navy Birthday Celebration at the Veteran's Museum and Memorial Park, a reminder about FLOWMobile's visit, the City Commission's tour of the Deltona Fire Stations, the Lyonia Environmental Learning Center, and the Deltona Business Forum.
- E-blast: Access West Volusia, "Feed Our Community".
- Event Calendar submissions: "Feed Our Community," Access West Volusia, Deltona Art Festival.
- Met with the Public Works & Utilities Director and the Business Development Manager to plan a ground breaking for the Eastern Wastewater Reclamation Facility.
- Continuing to work with Parks & Recreation staff on a Teen Dance flyer/poster.
- Hosted production sessions for "Code Enforcement Notebook".
- Working with Information Technology Services (ITS) on technical drawings for DeltonaTV.
- Attended the first planning meeting for the Deltona Christmas parade.
- Updated DeltonaTV schedules and programming—(TPC) Grill Sergeants, Fit for Duty, Battleground, Armed Forces Boxing; (UCF) Global Perspectives, On the Issues, MetroCenter Outlook, Arts Performances, Acoustic Spotlight; (Other) White House Chronicle, American Veteran, Road to Recovery, Nature and Environment programming, for the week of October 20th.
- Studio production—videotaped Code Enforcement Notebook/November episode (Pets & the Holidays), Deltona Economic Development Report/November & December episodes (Attracting Businesses to Deltona), and Deltona Audubon Report/November & December episodes (Winter Bird Sightings).
- Pre-production for studio videotape sessions on Oct. 24th—Code Enforcement Notebook/December episode (the Code Violation Process), Parks & Rec Update/November episode (Christmas Parade Preview), Deltona Fire Bulletin/November episode (Holiday Safety), Deltona Fire Bulletin/December episode (Cold Weather Preparations).
- Pre-production for studio videotape sessions on Oct. 28th—Deltona Audubon Report/January episode (Lyonia Preserve) and Oct. 31st—Deltona Economic Development Report/January episode (Florida Hospital in Deltona).
- Working with OED to plan the Eastern Wastewater Treatment Plant (EWWTP) groundbreaking for October 29th, and the Fall Business Forum on November 14th.
- Prepared "Think Before You Throw" poster contest Agenda Item—including a PowerPoint presentation of the posters—for the October 21st Commission meeting.

- Coordinated attendance requests for the “Think Before You Throw” poster contest presentations at the October 21st Commission meeting, with representatives from the Volusia County School Board and Deltona Middle School.
- Working with OED to identify locations to display the “Think Before You Throw” posters.
- Arranging for freelance video production vendor and PA system rental for the Annual Christmas Parade.
- Working with the OED to secure judges for the Annual Christmas Parade.
- Met with Doug Little of St. Johns’ River Tours, to discuss ideas for ecological boat tours on Lake Monroe.
- Working with OED on a video project to create 1) a Sales-solicitation DVD, and 2) an hour long TV special program to air in January-February 2014.
- Worked with Terri Connelly/ITS to review TV Room wiring diagrams for updates/revisions.
- Prepared the Chambers for audio encoding for the monthly Planning & Zoning meeting.
- Site visit to the EWWTP location, to plan for the October 29th groundbreaking ceremony, and working on press release for October 22nd EWWTP Public Forum.

Press Release/s:

- Deltona Fire Chief Robert Staples/CFO Recognition

Media Relations:

- Submitted a list of events of City events happening in November to *Volusia Parent Magazine*.
- Provided City statement regarding an inappropriate email message sent to the Commissioners: “The City cannot comment at this time, as this is an active investigation by the VCSO,” to *Myrt Price/WFTV Ch. 9* and *Kelly Joyce/WOFL Ch. 35*.
- Provided information regarding the Commission’s tour of the Fire Stations to the *Assignment Desk/WFTV Ch. 9*.
- Provided information & photograph regarding Chief Staples’ designation as Chief Fire Officer by the Commission on Professional Credentialing (CPC), to the *Assignment Desk/WFTV Ch. 9*.
- Provided information regarding the costs of the Humane Society contracts to *Al Everson/West Volusia Beacon*.
- Provided information regarding the results of the lobbyist selection to *Mark Harper/Daytona News Journal*.
- Provided information regarding delayed emergency response times by County Fire to *Bakahri Savage/Central Florida News 13*.

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

- As City staff liaison, attended the regular monthly meeting of the Deltona Economic Development Advisory Board’s (DEDAB) Educational Campus and Medical Facilities Research Sub-committee. Sub-committee approved the Quarterly Report, to be presented by the DEDAB Chairperson on November 4th to the Commission, and discussed the assigned research topics: (1) The “Bootstrap Project”, with emphasis toward high school/GED completion and the Volusia County School District’s Career Academies, and (2) bringing additional mental health facilities and capabilities to the City of Deltona. This Sub-committee meets monthly on second Fridays at 10:00 AM, and the public is invited to attend.
- Reviewed the current Transportation Planning Organization (TPO) grants for potential of utilization for: (1) ‘Deltona Eco-tourism Project’ and (2) Fulfillment of road issues along Normandy Boulevard (including the Normandy/Deltona Boulevard intersection), which is the area targeted by the potential Community Redevelopment Area (CRA) plan.
- Met with staff regarding the proposed ‘Deltona Economic Development Solicitation DVD Project’. This project seeks to produce (in-house) an interview-based solicitation DVD to be distributed to site selectors, developers, etc., and could be posted on DeltonaTV and the City’s Business Development web page.
- Met with Dave Denny, Chris Bowley, and Commissioner Barnaby to discuss various issues.

- Met with staff regarding the proposed Deltona Business Forum, currently planned for the morning of November 14th.
- As City staff liaison, attended the regular monthly meeting of the DEDAB Sub-committee on Commerce Park Research. The quarterly report was approved and will be presented to the Commission on November 4th. Jayne Fifer, President and CEO of the (formerly) 'Volusia Manufacturers Association' (VMA) updated the Sub-committee on how the City might be affected once a commerce park was available and marketable. This Sub-committee meets monthly on the second Fridays at 3:30 PM, and the public is invited to attend.
- Met with Eli Schaperow, Audubon Society liaison to the City, to film another DeltonaTV segment of an ongoing series of interviews promoting the Eco-tourism Project, a joint project between the City and the Audubon Society.
- As City Liaison, prepared the agenda packages for the regular monthly meetings of the DEDAB Sub-committees.
- Continued working with property developers and business owners regarding their expansions to additional sites within Deltona.
- Met with Chris Bowley and Ron Paradise, Planning & Development Services, to discuss developer projects and available property in the DuPont Lakes area.
- Met with John Wanamaker to film his DeltonaTV interview discussing economic development in Deltona and the region over the last three years, current projects, and planned projects.
- Along with Chris Bowley, Planning & Development Services Director, toured the Fisher Lift Station facility to map out locations for potential commercial sewer in the area as part of an interdepartmental economic development project to plan for commercial expansion along the Saxon Boulevard/ I-4 corridor.
- Met with Volusia County and County Health Department staff regarding the potential of expanding the Health Department's facilities in Deltona.
- Met with staff and Daytona State College (DSC) to discuss mutual issues that could benefit both the City and DSC's Deltona campus.
- Met with Nick Conte, Executive Director of the Deland Area Chamber of Commerce to discuss economic development and commercial expansion.
- Visited the site of the Eastern Waste Treatment Facility in preparation for the October 29th ground-breaking ceremony.

BUILDING & ENFORCEMENT SERVICES (Dale Baker, Director) thru 10/11/2013

Building Services Division:

Building Permits issued for the week.....	70
Valuation of work permitted for the week.....	\$567,792
Inspections completed for the week	199
Total Permits issued for Fiscal Year 13/14	111
Valuation of work permitted for the year 13/14.....	\$712,436
Permits Issued:	
A/C Change Out	13
Addition	4
Commercial Build-out	1
Concrete Flatwork.....	2
Door Replacement	4
Electrical	2
Fence.....	11

Gas Installation	1
Interior Repair	1
Plumbing Re-pipe	1
Reroof	9
Right of Way	1
Screen Enclosure	1
Shed	6
Water Heater Replacement	9
Window Replacement	4
Total	70

Enforcement Services Division:

Requests for services this week	316	
Animals impounded at the humane societies	35	
Citation warnings issued	14	
Courtesy notices	119	
Abatement notices	52	
Citations issued	7	
Code Enforcement telephone calls	133	
Animal Control calls	132	
Solid Waste calls	93	
Citizen walk in requests for Code Enforcement assistance	9	
Citizen walk in requests for Animal Control assistance	19	
Citizen walk in requests for Solid Waste assistance	3	
Properties requiring grass to be cut by contractors	27	(at a cost of \$1,080)
Certified mailings sent out	104	(at a cost of \$638)
Money collected for Animal tags, liens and return to owners	\$594	
Foreclosures for this week: Deltona	28	
County	68	
Total	96	

CITY CLERK'S OFFICE (Joyce Kent, City Clerk) thru 10/11/2013

- Staff is making preparations for the 12th Annual Halloween Event "Spooktacular" on Friday, October 25th from dusk-10pm, and Saturday, October 26th from 6-10pm.
- Joyce Raftery, City Clerk, attended the 2013 Florida Ethics Conference and the 2013 Florida Association of City Clerks (FACC) Academy.

2nd Floor HR/CC walk-in customers	34	
2nd Floor calls answered	24	
Packages received	72	
Packages picked up	1	
A/P Invoices opened	110	
Newspapers	17	(6.5 hours)
Public Records Requests received	4	
Public Record Request amount received	\$16.24	
Documents imaged, pages	3,897	
Large scale drawings imaged, pages	0	

FINANCE DEPARTMENT (Bob Clinger, Finance Director) thru 10/18/2013

- Prepared materials and agenda memo for Commission workshop on October 15th.
- Received four responses for General Contractor services for NSP; prepared packets for Selection Committee and scheduled meeting for October 22nd.
- Received one bid for Real Estate Brokers; rebidding for these services is under consideration.
- Received three bids for landfill/dumping services.
- Finance Director attending Florida Safe Board of Directors meeting.
- Completed the on-line Department of Financial Services Uniform Chart of Accounts (UCOA) Cost Estimate Survey.
- Met with Jerry Mayes regarding the Volusia Transportation Planning Organization (TPO) grant announcement and the projects that may be eligible for funding. These grants require a 10% match and have varying maximum dollar amounts from \$500,000 to \$1,500,000 (but could be higher with an exception/waiver from the TPO Board).
- Completed and submitted the Lakeshore Drive Multi-Purpose Trail, Veterans Museum Expansion, Dwight Hawkins field and Manny Rodriguez field applications to the Volusia County ECHO department for a mandatory Technical Review; final applications are due on December 6th.
- Compiling data and creating reports for the upcoming year end auditors visit.
- Completing and submitting quarterly reports on the housing grants.

FIRE/RESCUE DEPARTMENT (Fire Chief Robert Staples) thru 10/16/2013

Fire Chief Staples:

- Met with Union President John Viccaro to discuss upcoming promotions.
- Took the Commission on a tour of all Fire Department facilities including Stations 61-65 and Logistics.
- Met with Robert Boggus from Ten-8/Pierce Manufacturing to review the initial approval drawings for the new Impel Engine slated for manufacture and delivery in late March or early April 2014.
- Met with Acting City Manager to discuss administrative business.

Deputy Chief Rogers:

Alarm summary 10/8/2013 to 10/14/2013	
Structure fire	2
Vehicle Fire	0
Wild land, grass, trash	0
Misc. Fire	1
ALS Medicals	82
BLS & Misc. Medicals	57
Hazardous Condition	3
Service Calls	9
Good Intent	19
False Alarms	6
<u>TOTAL</u>	179

Deputy Chief Rafferty:

- Held meetings with Union and Administration staff regarding promotions and personnel moves.
- Flu Shots administered to Fire and City Hall personnel.
- Human Patient Simulator program work.

- Completed two Target Safety modules.
- Met with Port Orange American Heart Association.

HUMAN RESOURCES DEPARTMENT (Thomas Acquaro, Director) thru 10/16/2013

- Performance Evaluations processed: 10
- Deltona JOBS Program Folders
 - 2nd Floor lobby – (00) added
 - Total # of Deltona JOBS Program folders taken – (0 this week; 1,575 to date)
- Applications received:
 - (0) Waste Water Operator
- Coordinated with several Department Directors regarding personnel actions.
- Prepared questionnaires participated in (8) interviews for Parks Maintenance Tech I.
- Scheduled a drug screening for a Public Works Tech.
- Reposted the Waste Water Operator position.
- Processed 2 FMLA requests.
- Continuing to coordinate with Halifax Health regarding the City's FY 2013/14 Wellness Program; meeting scheduled to plan upcoming Employee Wellness Fair.
- Contacting vendors to participate in Employee Wellness Fair scheduled for November 13th.
- Coordinating recruitment/interviews for IT Network Analyst.
- Coordinating with the Finance Department and City Broker of Record, Gene Gizzi, regarding health insurance Affordable Care Act requirements regarding "imputed income".

PARKS AND RECREATION DEPARTMENT (Steve Moore, Director) thru 10/12/2013

Administration:

- Met with CBI Construction to discuss costs to expand the stage at Dewey Boster field #5.
- Met with Electrical Solutions.
- Hosted the final concert at the Amphitheater.
- Conducted the Parks & Recreation Advisory Board meeting.
- Met with the President of West Volusia Youth Baseball to discuss field conditions.
- Met with All Rite Fencing to obtain quotes for the perimeter park fencing for Wes Crile Park.
- Processed 6 permits for pavilion and field rentals.

Facility Use Permits (10/06/13—10/12/13):

- | | | |
|------------------------------------|-------------------|---------------------------|
| • Deltona Community Center | 3 permits issued | Weekly attendance – 1,070 |
| • Harris M. Saxon Community Center | no permits issued | Weekly attendance – 189 |
| • Wes Crile Park | 3 permits issued | Weekly attendance – 1,519 |
| • Skate Park | 8 new passes | Weekly attendance – 433 |

Special Events/Programs:

City Hall:

- Arts & Crafts Festival - Saturday, November 9th, 10:00 a.m. to 2:00 p.m.

Dewey Boster Sports Complex:

- Halloween Spooktacular Event, Friday and Saturday, October 25th & 26th.

Harris Saxon Community Center:

- Boys and Girls Club After-School Program continues.
- Teen "Fall Dance" November 16th from 6:00-10:00 p.m.

Partner Leagues Currently Underway:

- Florida Basketball & Volleyball Association (FBVA) fall program continues.
- Pop Warner football and cheerleading fall season continues.
- Deltona Youth Soccer fall season continues.
- Men's Senior Softball fall season at Dupont continues.
- Men's Fall League Softball continues.

Parks Maintenance:

Weekly tasks include opening and closing all the parks; cleaning and stocking restrooms; picking up and emptying trash at parks and facilities; 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.

- Mowed, edged and weed-whacked: Campbell, Firefighters Memorial, Lake Gleason, Skate, Thornby, Timber Ridge and Wes Crile parks.
- Put out electronic message boards for concert in the amphitheater.
- Retrieved tables and chairs from Fire Station 65.
- Dewey Boster – Preparing for Spooktacular event: cleared the trail, trimmed trees on boardwalk from baseball to soccer fields, and mulched trail entrance and exits.
- Manny Rodriguez – Trimmed trees around perimeter of park.
- Skate Park – Primed and painted picnic tables and benches.
- Thornby – Trimmed trees around park and front entrance.
- Timber Ridge – Repaired water fountain.
- Wes Crile – Put up backboard pads on main court goals; made repairs to playground; repaired basketball goal in gym.

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 recycle bins; setting up Chambers for various meetings and resetting afterwards; monitoring temperature throughout the building; replenishing restroom and other supplies throughout the entire building; cleaning and maintaining all restrooms, water fountains and refrigerators; replacing light bulbs and ceiling tiles as needed throughout the building, courtyard and walkway; moving or assembling furniture, cubicle panels and other items for various departments as needed; landscape maintenance; sweeping and washing sidewalks, main entrance, lobby, stairwells and elevators; performing other miscellaneous tasks as needed.

- Mulched back side of complex.

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 Dupont Lakes.
 - Sprayed Vann Park with TB3000 (fertilizer) and Acephate (insecticide).

- Sports Complex including Pony League:
 - Mowed all fields and outer perimeter, weed-whacked and edged.
 - Fertilized new field at Pony League with Humic Acid and Milorganite; rolled new field.
 - Repaired fence at Pony League.
 - Sprayed Pony League with TB3000 (fertilizer) and Acephate (insecticide).
 - Concrete around valve box at Pony League.
 - Repaired fence on field #7 for Spooktacular.
 - Repaired 6" main line on field #8.
 - Repaired electrical outlet on football field bleachers.
 - Fertilized complex with Triplex Micro and RX Supreme.

PLANNING & DEVELOPMENT SERVICES (Christopher Bowley, Director) thru 10/16/2013

Executive Summary:

The Planning and Development Services Department completed development review and creation of the Agenda Memo package for the Live Oak Estates Phase II Final Plat (FP 13-001). The proposed application is to add three (3) lots to the existing 72 lot residential subdivision (Phase I), located at 940 Doyle Road. The proposed three lots are to be created with the same dimensions as those in Phase I and will be located along the east side of Fallbrooke Avenue, which is the entry road into the subdivision.

Planning Section:

- Staff received the Halifax Health Medical Offices Overall Development Plan (ODP) at the Bella Vista site that includes updates to stormwater management areas, internal access points, and internal parcel boundaries.
- Staff met with the applicant for the proposed Sterling Park BPUD amendment. The applicant is proposing a commercial and office development program and the major issues are associated with access management and neighborhood compatibility.
- Staff received the Final Plat application for Lake Baton Estates Phase II, which is the second and final phase of the project. The site was formerly proposed to be three phases.
- The Goodwill Industries amendment to the BPUD for a distribution center to be located in the Deltona Lakes Plaza was brought to the Planning and Zoning Board.

Housing & Community Development Section:

The Housing and Community Development Section met with the Volusia/Flagler County Coalition for the Homeless to explore opportunities to partner within the NSP program. Partnering with an established organization may be a way to provide homelessness prevention, while meeting the 25% set-aside requirement for Very Low Income (VLI) applicants. The City recently sold homes to VLI applicants at 1594 Alloway, 1285 Fieldstone, and 1638 Baltimore. The City has now ceased purchasing homes, since it is meeting its spending requirements, and will concentrate on home sales. Finally, staff received proposals for NSP consultant services for home inspectors, general contractors, real estate brokers, appraisers, and housing counselors to update its team efforts.

PUBLIC WORKS (Gerald Chancellor, Public Works Director/City Engineer) thru 10/11/2013

Traffic Operations:

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

- **Signs:**
 - Completed 8 sign repair work tickets in the City.
 - Fabricated and installed 13 new street name signs.
 - Fabricated and installed two 24"x 30" W1-8 Chevrons at 366 Alexander.
 - Fabricated and installed one 18"x 12" Site Location sign and one 18"x 12" In Case of Spill sign by the Depot fueling area.
 - Fabricated and installed two 30"x 9" W16-8 Captain Advisory Street signs, installed one at 3110 Courtland Blvd., and one at 3098 Courtland.
- **Asphalt:** Laramore – repaired road edge and cross cut for Stormwater Department – 6 tons.
- **Speed Trailers:** installed at 357 Alexander and at 2974 Windsor Heights.
- **Message Boards:** Doyle & Deltona Blvds, Howland & Graves Blvds, Saxon & Normandy Blvd N – message boards remained out to alert drivers of new text messaging law.
- **Thermoplastic Striping:**
 - 24" white stop bar – 14'; 16'; 13'
 - 12" crosswalk – 95'; 74'
- **Miscellaneous:**
 - Normandy Blvd N & Finland – removed glass from roadway.
 - Fire Station 65 – retrieved cones & barricades used for open house.

Field Operations:

Weekly tasks include evaluating work orders called in by residents.

- **Beautification:**
 - Medians -
 - Providence, Elkcam, Normandy, Howland Blvds – routine maintenance.
 - Normandy Blvd – planted one new crepe myrtle.
 - City Signs - Howland Welcome Sign.
 - City Land – 1049 Falcon; Hastings; Dellbrook; Ft Smith.
- **Concrete:**
 - Sidewalks – 871 Courtland – 18'x 5'; 641 Hager – 10'x 4'; 1140 Seagate W – 5'x 5'; 1327 Normandy Blvd E – 4'x 5'.
 - Grinding – 1445 Baton – 3 locations; 1100 Seagate W – 2 locations; 2235 India – 2 locations.
- **Clam Truck:**
 - Debris – 8
 - Trimming – 22
- **Slope Mowing:** Station 62 – 160'
- **Drop Offs & Sod:** Normandy Blvd N – installed 35.5 pallets of sod.
- **Miscellaneous:** Alleys 171 and 566 – removed dirt from roadway.

Fleet Maintenance Division:

• Vehicles	PM – 6	Repairs – 7
• Equipment	PM – 5	Repairs – 25
• Fire Dept Station Checks	8	
• Road Calls	3	
• Parts Run/Vehicle Delivery	4	
• 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:**
 - 1782 Autumn St – installed 100’ of 24” HDPE pipe; finished building two drainage structures and started filling in the ditch.
 - 1541 Laramore St – took out one driveway; formed it back up and poured new driveway; reshaped the swales and sodded area.
 - 701 Eldron Ct – installed 300’ of 18” HDPE pipe; three concrete structures; sealed around the pipe where it went into the structure; took out two driveways and hauled off; reshaped the swale.
- **Drainage Area Maintenance (Aebi Mowing):**
 - Drainage Right of Ways mowed – 512 Stallings Ave; 153 Ft Smith Blvd; 3362, 3250 Planter Dr; 3261, 3200 Roland Dr; 3150 Shallowford St; 720 Cloudercroft Dr; 3248 Phonetia Dr; 783 Shafton Ave; 532, 472 Glenhaven Dr; 317 Shadydale Ct; 212 Patch Ct; 223 Rosedale Dr; 139, 121 Heather Ln; 2621 Libby Ct; 155, 197 Bluefield Ave; 2819 Kraft Dr; 77, 29 Courtland Blvd; 2737 Boyce Ct; 651 Outrigger Dr; 2861 Bardahl Ct; 2912 Clovis Dr; 2850 Gallup Ct; 475 Katherwood Ct; 2903 Parkview Ct; 2766 Welton Cir; 551 Skyland Ter; 2650, 524 Deed Cir; 380, 451 El Camino; 2784 Kingsdale Dr; 1068 Mayflower; 756 Redcoach; 3152 Clewiston St; 2030 Galahad Dr; 577 Ft Smith; 1090 Courtland Blvd; 1447 Lombardy Dr.
 - Ponds mowed – 201 Howland Blvd; 593 Tradewinds Dr; 3045 Courtland Bld; 2307 Greenwood Dr; 648 Elwood Dr; 682 Goodrich Dr; 2068, 2036 Atmore Cir; 1765 Normandy Blvd; Philadelphia Ct.
- **Right of Way Mowing Crew:**
 - Main roads mowed – Courtland, India, Humphrey Blvds.
 - Sectors mowed – 1; 26; 27; 28; 29; 30; 31
 - Alleys mowed – 618; 632
- **Right of Way Litter Crew:**
 - Main road trash pickup – Courtland, Elkcam, Haulover, Catalina, Deltona Blvds; Newmark, Captain and Tivoli Drives.
- **Miscellaneous:**
 - 1650 Waycross Cir – cut grass around the drainage structures.
 - 1069 Norwood Dr, 1250 Wheeling Ave – mowed and trimmed around the pump station.

UTILITIES (Gerald Chancellor, Public Works Director/City Engineer) thru 10/13/2013

Customer Service

October 2013	Total week ending 10/13/2013
DW – Lockbox	1610
Ebox	1294
Call Center Calls	1380
Walk-ins/Drop Box	1169
On-line Payments	1240
IVR	715

Customers Disconnected for Non-Pay

October 2013	Total week ending 10/13/2013
Total on Disconnect List	69
Off in error/DW error	0
Off in error/Munis error	0
Misapplied Payment	0

Construction Log & Service Orders

October 2013	Total week ending 10/13/2013
Water Service	0
Meter Sets	1
Reclaim Meters	0
Fire Hydrant Installs	0
Fire Hydrant Replacement	0
Fire Hydrant Repair	0
Replace Meter Box	15
Locates Received	106
Locates Completed	111
Main Leaks	3
Service Leaks	9
Sewer Repairs	0
Sewer Blockage	2
KV2 Valves	2
Service Replacements	2
Meter Change Outs	14
Service Orders	486
Disconnects	69
Drainfield Leaks	0
Meter Retirements	98