

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



Upcoming Meetings & Events
February 2016

- 09 5pm Firefighters' Pension
- 6pm Parks & Rec Advisory
- 12 3:30pm Economic Development Advisory Board
- 13 9am Love Your Heart 5K
- 15 5:30pm Agenda Review
- 6:30pm Commission Meeting
- 17 7pm Planning & Zoning
- 18 9am DRC Meeting
- 6pm Citizen Accessibility Sub-Committee
- 22 5:30pm City Commission Workshop
- 23 5:30pm Senior Advisory Sub-Committee
- 24 5:30pm Special Magistrate



City Manager's Monthly Report

City Manager's Office

- During the month of January, staff collected 28 customer service survey forms. All were marked excellent and there were no negative comments or recommendations. (I. Priority Objectives. 2. Economic Development. Promote customer service environment.)
- Staff is contracting with a demolition company to remove a house at 3156 N. Covington Dr., District 1. (II. Priority Objective. 4. Public Safety. Implement a demolition program for homes in disrepair.)

Office of Economic Development

- Bethune-Cookman University is offering free courses on entrepreneurship at their Deltona campus, 1555 Saxon Blvd. The courses will be from 5:30 to 7:30 p.m., Tuesdays and Thursdays, Feb. 11 through March 3. If you know someone interested, have them contact Victor Ramos, ramosv@cookman.edu, (386) 481-2138. (Internal/External Communication. Solicit partnerships with businesses, schools, hospitals, etc. for information dissemination.)
- Staff coordinated ribbon cuttings for General Nutrition Corporation (GNC), 2783 Elkcam Blvd., and Dental Care of Deltona, 1573 Saxon Blvd (2. Economic Development. Work with businesses to grow.)



Office of Public Information

- Staff worked to promote and market the following in January: Deltona Little League and West Volusia Little League registrations, a FLOWMobile visit, the Sweetheart Italian Dinner and the Love Your Heart 5K. (III. Other Priority Objectives. City engagement and two-way communication.)
- Staff attended the state's annual symposium for public information officers sponsored by Florida Public Relations Officers Association and the Florida Fire Chiefs Association. (2. Economic Development. Promote customer service with staff development training.)
- Staff has been working with Enforcement Services staff on solid waste education campaign materials including a flyer, door hanger, stamp, video and magnet. (III. Other Priority Objectives. City engagement and two-way communication. II. Priority Objective. 4. Public Safety. Focus on the City's beautification program and trash removal.)

Building & Enforcement Services

- Construction Services issued five permits for new homes in January. *(Economic Development)*

Fire Department

- This month (January), staff conducted seven contingency transports but did not collect any transport revenue. *(II. Priority Objective. 5. Public Safety. Provide medical transport.)*

Human Resources

- Staff coordinated active-shooter training with an instructor from the University of Central Florida. *(Public Safety)*
- Staff coordinated with the YMCA a diabetes prevention program for at risk employees. *(7. Internal/External Communication. Solicit partnerships with other community entities.)*
- Staff will unveil a 10-week employee weight-loss challenge beginning on Feb. 4. *(2. Customer Service, Staff Development.)*
- Staff conducted an employee training needs assessment. *(II. Priority Objectives. 2. Customer Service, Staff Development.)*
- The Risk Manager conducted hearing conservation safety training. *(2. Customer Service, Staff Development.)*
- The City welcomed several new employees this month: Gerald Taylor, custodian; Douglas Malenfant, part-time, parks attendant; Andres Burgos, business operations support administrator, and Joshua Robbins, mechanic.

Structure Fires	3
Vehicle Fires	3
Wild Land, Grass, Trash	19
Miscellaneous Fire Calls	69
ALS Medicals / MVA	233
BLS Medicals / MVA	371
Hazardous Conditions	19
Service Calls	28
Good Intent	84
False Calls	3
Total Calls for Service	832

Law Enforcement

- Deputies with VCSO will host “Coffee with a Cop” an opportunity to meet and greet local law enforcement at the Cocky Rooster Café, 1328 Howland Blvd., at 8:30 a.m., Feb. 17. A press release and social media will be sent out a few days prior to the event. *(Public Safety/Customer Service.)*
- This month, a construction vehicle valued at approximately \$55,000 was stolen from the side of Interstate-4. Equipped with a GPS tracking device, the vehicle was stored at 649 N. Firwood Dr., for approximately one hour and then abandoned across the street from the movie theater on North Normandy Boulevard where it was recovered. A search warrant was executed at 649 N. Firwood Dr., where most of the stolen tools from the vehicle were recovered (valued at approximately \$10,000). Investigators located a handgun and ammunition inside the suspect’s bedroom. The suspect is a convicted felon. *(2. Economic Development/Public Safety.)*
- In March 2010, an armed home invasion took place and a victim was sexually battered. In January, a suspect was identified through DNA and an arrest warrant was issued for the suspect and he was subsequently arrested. The suspect provided a full confession and was charged with armed home invasion, armed kidnapping and armed sexual battery. *(Public Safety)*

Planning & Development Services

- The Senior Community Center consultant, CT Hsu, was hired and began design work for the center. The City Commission accepted a \$100,000 donation from the Council on Aging via the Jablonski Trust and approved the bond financing of the facility. *(II. Priority Objectives. 1. Fiscal Issues. New Senior Community Center.)*
- Staff completed conceptual plans for the beautification of Howland Boulevard medians. Staff is finalizing the landscaping concept for the lot at the northeast corner of Saxon and Normandy Boulevards. *(II. Priority Objectives. 2. Economic Development. Focus on Howland Boulevard as a gateway for commercial growth. 4. Public Safety. Focus on the City’s beautification program.)*
- The Land Development Code Phase III package is completed and is scheduled to be heard during the Feb. 17 meeting of the Planning & Zoning Board. *(2. Economic Development. Update the Land Development Code.)*

- The Strategic Plan was finalized and is in operation by City staff. As mentioned to the City Commission, the plan will guide fifty to seventy-five percent of staff's work effort and will be referenced in the City Manager's Monthly Update and on City Commission Workshop and Meeting agendas.
- The following (future) land development projects were submitted to City staff: *(II. Priority Objectives. 2. Economic Development.)*
 - The RaceTrac Welcome Center BPUD (Business Planned Unit Development) team re-submitted a rezoning application, based on lack of access to DeBary Avenue. The rezoning ordinance will come before the City Commission for first reading on Feb. 15.
 - The demolition of homes for site preparation is underway for a new RaceTrac planned for Finland Drive and Saxon Boulevard.
 - Staff still awaits responses to comments provided in December 2015 related to the Final Site Plan and Building plan for a smaller version of the Gold Choice Master Planned Unit Development (MPUD).
 - Construction continues on a spine road for the Halifax Health project at Graves Avenue. The road will provide access to all land uses proposed within the development, including the medical campus. The site still needs to be platted to create legally recorded lots.
- A rewrite of the sign code is underway. Staff prepared a preliminary draft including graphics and tables. The draft will be vetted by Building & Enforcement Services for sign permitting and compliance with land uses and the City Attorney for legal permissibility. *(II. Priority Objective. 4. Public Safety. Sign ordinance amendment/rewrite the sign code.)*
- Staff received a response to its request for information related to the Southwest Deltona CRA application. The comments that were returned were minimal and staff believes achievable. *(II. Priority Objective. 2. Economic Development. Pursue the creation of CRA for Deltona Boulevard.)*
- A purchase order was issued for the grant writer (contract). The immediate focus for the writer will be addressing items in the strategic plan, as well as other opportunities as they arise. *(II. Priority Objective. 1. Fiscal Issues. Create a grants management program.)*
- The City Commission approved the Capital Improvements Element. *(Fiscal Issues. Transportation/CIP.)*
- Planning staff worked with Parks & Recreation staff to issue a request for proposals for a consultant to identify the City's sports niche. *(II. Priority Objective. 8. Infrastructure. Determine a sports niche for the City.)*
- Staff met with Team Volusia to identify sites located in Deltona that have economic development potential including a highest and best-use analysis on City-owned properties. *(II. Priority Objective. 2. Economic Development. Team Volusia coordination and creation of database of commercial properties on the Team Volusia website and City website (market analysis of available properties.)*
- Staff also met with staff from Volusia County Schools to discuss co-located use of middle school facilities. *(Infrastructure. Expand existing park facilities.)*
- Planning staff met with staff from other departments including the VCSO to discuss a new Christmas parade route that's safe and provides good access.
- Planning staff met with United Way staff to discuss the 2-1-1 website. The goal is to increase Deltona's information on the website for groups either operating within the City or serving Deltona residents. The information gathered in recent Social Services Summits will be used to populate the United Way's system. *(II. Priority Objective. 7. Internal & External Communication. Conduct a needs assessment for social services and communicate resources for public benefit.)*
- Planning staff met with FDOT and Volusia County staff on the widening of Saxon Boulevard and updated exhibits for the project. FDOT shared information about a new park and ride facility to be built on the west side of Normandy Boulevard where Rhode Island will be extended over Interstate 4. *(II. Priority Objective. 7. Internal & External Communication. Continue the partnership with FDOT for Interstate-4 expansion and City beautification.)*

Parks & Recreation

- Parks staff has been busy getting our sports fields ready for a busy baseball season. *(Infrastructure. Expand existing park facilities.)*

- The installation of lighting at Dwight Hawkins and Manny Rodriguez parks is underway. (*Infrastructure. Expand existing park facilities.*)

Public Works & Utilities

- The City's project on Alexander Avenue will be presented at the annual conference of the American Water Works Association as an example of "Storm and Surface Water Augmentation to Reduce Ground Water Demands for Irrigation." The presentation will be given by Tetra Tech staff at the conference which takes place in June in Chicago, Ill. The Alexander Avenue water resources site serves a dual purpose for Deltona. It functions as the reclaimed water disposal site during inclement weather for the Deltona Lakes and Eastern Wastewater Treatment Plants. It is also a site for disposal of excess stormwater from the Tivoli Drive, Wheeling Avenue, Nardello Drive area and future stormwater pump stations. In the future, the City will treat stormwater runoff and turn it into reclaimed water for irrigation purposes. The St. Johns River Water Management District funded 40 percent of the cost of the project to date. The City will request the District cost share future phases as well. (*II. Priority Objective. 9. Infrastructure. Preserve and increase the City's water supply.*)
- Halifax Paving completed the resurfacing of Antelope Drive which began back on Nov. 30. The project included the resurfacing of Cloverleaf Boulevard from Deltona Boulevard to Anderson Drive and Courtland Boulevard from Howland Boulevard to Wavecrest Drive is next on the list. Staff is waiting on the required "cure" time to begin the installation of roadway pavement markings.
- Work began this month on the site of the planned Senior/Community Center. The Public Works Project Administrator along with environmental staff and equipment operators have been excavating the site for gopher tortoises. There have been over 10 burrows identified on the lot. This effort has resulted in excavations over 20 feet. All excavated tortoises will be relocated to an approved recipient site. Weather permitting, this work should be completed in early February. (*II. Priority Objectives. 1. Fiscal Issues. New Senior Community Center.*)