

# CITY MANAGER REPORT

## FOR CITY COMMISSION MEETING AUGUST 24, 2015

### 1. Pothole Repairs

The Hot Mix Pothole patching truck crew worked the following locations last Tuesday, August 18-Thursday, August 20:

- 4110 Silvermoon Drive
- Warnell and Renfro Streets
- Hitchcock Street
- Warren and Hunter Street
- 1805 Lime Street
- Baker and Mobley Streets
- Woodrow Wilson and Risk Streets
- Grandfield Avenue and Westside Drive
- Grandfield Avenue and Highway 574
- 106 Merrin Street
- Ball and Thomas Streets
- 1103 Alsobrook Street
- 902 and 906 Tyler Street
- 1218 Washington Street

### 2. Employee Recognition

**Deputy Chief David Burnett, Plant City Fire Rescue** – successfully completed the Executive Fire Officer (EFO) Certification program at the National Fire Academy in Emmitsburg, Maryland. All EFO participants enhance their professional development through a series of four two-week courses that span a four-year period. Every EFO candidate must complete an applied research project within six months after the completion of each of the four courses. Deputy Chief Burnett recently received a passing grade on his last project allowing him to complete the program.

**Luis Badea Velez and Luis Rivera Oquendo, Utilities Maintenance Division** – Dave Gray, 2722 Laurel Oaks Drive, called to verbally acknowledge and thank all who assisted in repairing his water meter.

**Victor Castro, Andres Arvizu, Luis Vázquez Febres, X'Avier Washington, Ylallo Saldierna and Luis Rivera Oquendo, Utilities Maintenance Division** – Betty Stoner-Sampson, 4324 Barrett Avenue, recently wrote, *“I would like to express my gratitude and recognize your maintenance crew. On July 25, 2015, I contacted the after-hours line to report utility maintenance concern. Mr. V. Castro responded to the call quickly and in inclement weather. He assessed the situation and was very professional in his performance of duties. Mr. Castro had to return with a larger truck and worked in the rain and mosquitos to resolve matters. He explained procedures and referral process to the city to assess. I apologized to him for working after hours. Mr. Castro smiled and stated it was a pleasure and his job to help. He evidenced a confident, professional worker; respectful and sensitive to the customer’s concerns. He reassured referral would be made and further procedures would be explained by the city utility crew.”*

*“I would like to recognize the entire maintenance team who assisted with resolving matters at my home 4324 Barret Ave. The city crew came and assessed; resolved the problem. The team worked with respect to property. Each crew member explained procedures. From the beginning of my call, each step of the process was explained through completion.”*

*“I have observed your crew working in the heat and rain resolving issues in my neighborhood. The entire maintenance department is respectful, quick to serve, and professional.”*

**Jason Hargrove, Center Supervisor, and staff at the Planteen Recreation Center** – Beverly Reed, wrote on August 13, *“I would like to commend your staff at the Plant City Planteen Recreation Center. This is the second year that my two sons (Alan and Ryan) have attended the program and they absolutely love it!”*

*“Jason Hargrove is very professional and as a mother it is a nice feeling to have confidence and trust in who you are leaving your children with. Mr. Hargrove always has a smile even with the stress of having 100 kids running around. I appreciate him and all the counselors at the center, they do a great job! It is also nice that the City offers this summer program to keep the kids safe and active.”*

*“I know that my kids came home tired every day and they even begged me to leave them until 5:00pm. The program is organized, affordable, and offers a variety of activities for the children.”*

*“Once, again thanks to you and especially Mr. Jason Hargrove and all the counselors who do a phenomenal job!”*

**3. Monthly Report on Purchases**

Local Area Purchases

Invoices Charged in July, 2015	<u>Number</u>
\$ 49,721	124
Year-to-Date (10/01/14 thru 9/30/15)	
\$ 1,027,994	1,336

Out of Local Area Purchases

Invoices Charged in July, 2015	<u>Number</u>
\$ 248,647	179
Year-to-Date (10/01/14 thru 9/30/15)	
\$ 3,235,885	2,238

**4. Departmental Monthly Reports – July**

<i><b>Police</b></i>	<u>2015</u>	<u>2014</u>
Docket Charges	797	748
Complaints Investigated	7,556	6,417
Accidents Investigated	98	125
Miles Patrolled	59,942	73,298
<i><b>Fire Rescue</b></i>	<u>2015</u>	<u>2014</u>
Total Calls	371	402
Structure Fires	1	2
Total Fires	6	9
Fire Loss	\$7,450	\$3,550
Rescue & EMS Incidents	275	276
EMS Transports	212	212
	ALS - 140	119
	BLS - 72	93

***General Services***

Building Repairs	126
Furniture Manufactured/Repaired	3
Locksmithing – Key Cuts	42
Locksmithing – Lock Repairs and Installations	12
Fuel Keys made for Fuel Master	8
Maintenance Call Outs (After Hours)	0
New Construction/Renovation	1
Welding Fabrication	42
Total Services	234
Preventative Maintenance	72

***Library***

Information Service

Reference Services 10,530  
Internet/PC Users 4,927

Library Programs

Programs 67  
Attending 1,244

Circulation

July 2015 30,932  
July 2014 33,530

Meeting Room Use

Groups 13  
Audience 139

Patron Registration

July 2015 337

Library Attendance 20,614

# Code Enforcement Department

Month in Review – July 2015



## SECTION 1. MONTHLY ACTIVITY

INSPECTION TYPE	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	FYTD Total
Trash / Debris	22	31	51	52	50	51	29	31	15	54			386
Public Nuisance / Weeds	118	76	159	147	115	166	161	151	110	214			1417
Inoperable Vehicle	20	14	44	66	46	54	51	10	0	39			344
All Other	57	75	159	153	152	116	132	86	31	67			1028
<b>TOTAL INSPECTIONS</b>	<b>217</b>	<b>196</b>	<b>413</b>	<b>418</b>	<b>363</b>	<b>387</b>	<b>373</b>	<b>278</b>	<b>156</b>	<b>374</b>			<b>3175</b>

OTHER ACTIVITY	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	FYTD Total
Illegal Signs	399	476	309	335	169	285	129	86	201	249			2638
Code Board Cases	0	1	0	0	0	0	0	0	0	0			1
Lots Mowed	26	7	32	16	21	22	19	54	27	69			293

## SECTION 2. CODE INVESTIGATIONS

ONGOING INVESTIGATIONS	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15
Open (Previous month(s))	32	49	57	57	53	52	66	51	18	45		
Resolved (Compliance)	20	5	44	28	42	33	50	30	8	31		
Clearance Rate	63%	10%	77%	49%	79%	63%	76%	59%	44%	69%		

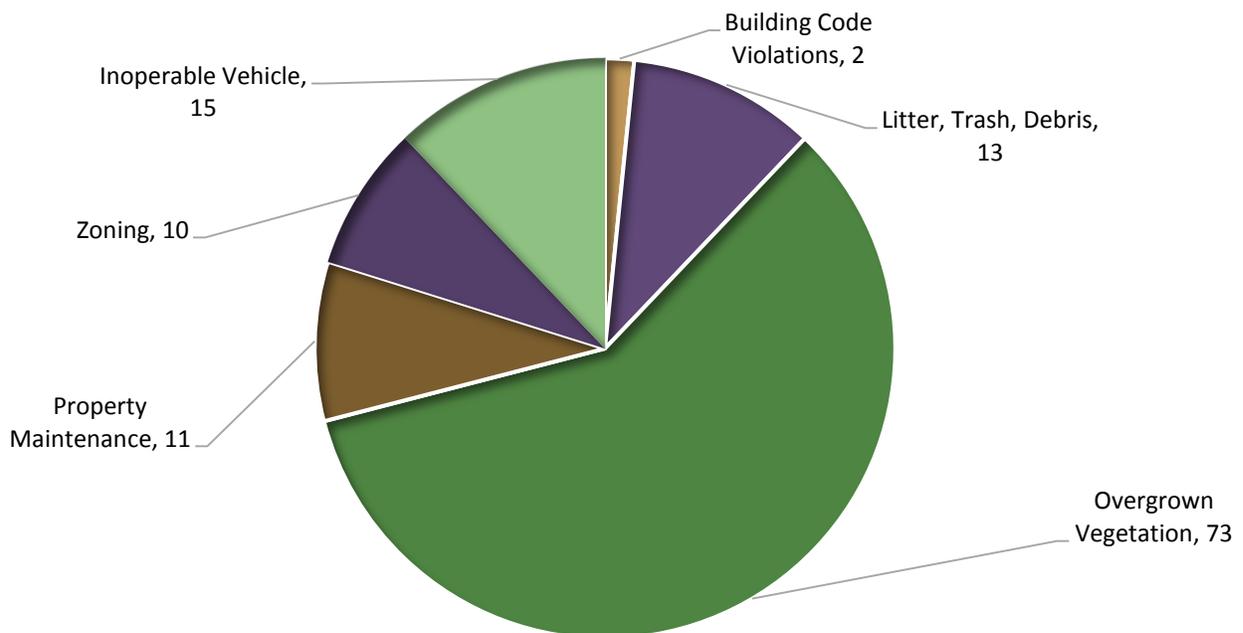
\* Represents open investigations carried over from month to month.

NEW INVESTIGATIONS	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	FYTD Total
New	98	33	87	84	113	86	103	65	51	124			793
Resolved (Compliance)	61	20	43	60	71	56	63	47	38	90			511
Clearance Rate	62%	61%	49%	71%	63%	65%	61%	72%	75%	73%			64%

\* Represents investigations opened and closed during the same month.

## SECTION 3. NEW INVESTIGATION CLASSIFICATION BREAKDOWN

Breakdown of violation classifications for all **new** investigations received during the month of July:



**SECTION 4. ONGOING OUTREACH EFFORTS*****Walden Lake Golf Course***

The Walden Lake Golf Course ownership and management were served with a Notice of Violation for overgrown vegetation on the Hills Course on June 29<sup>th</sup>. Management was given 14 days to mow all grass on the course to a height of less than 10 inches. A follow-up inspection was conducted on July 14<sup>th</sup> and the course was found to be in full compliance with City Code. At the invitation of Lynn Archibald, owner of Professional Golf Global Group and manager of the golf course, the Code Enforcement Department has met with golf course management at least once a week since July 14<sup>th</sup> to monitor ongoing maintenance efforts. Mr. Archibald committed to mowing the Hills Course as part of the active course's ongoing maintenance. He has also consulted with the Department several times regarding potential issues to ensure his actions were in compliance with City Code. As of the completion of this report, Mr. Archibald had mowed the Hills Course a total of 3 times during the month of July.

**SECTION 5. SPECIAL INITIATIVES AND PROJECTS*****Overgrown Vegetation Enforcement***

With all the rain this summer, overgrown vegetation has quickly become the Department's top complaint from citizens and neighbors across the city. Inspections for public nuisances, which include overgrown vegetation, have surged from 110 in June to 214 in July. The majority of those cases are typically resolved before they become official investigations, but inspectors were still responsible for conducting 73 overgrown vegetation cases during the month of July. That is a 222% increase over the previous month. In order to absorb and address such an increase, the Department has developed two-tier expedited enforcement procedure. The first step is personal contact for those properties that are occupied. This is generally enough to gain compliance. Unoccupied properties, which represent a large number of violations, are immediately posted with a sign and a warning notice. This "pre-posting" serves as a stop-gap measure between the time the violation is observed and the issuance of an Official Notice. It also lets neighbors know we are working on the issue and in several cases has served to attract the attention of the owner. The second step is a 2 to 3 day turnaround goal on the research and issuance of Official Notices. The turnaround goal has increased the number of properties posted, which has resulted in a higher number of overgrown vegetation cases being resolved. Overall, the enhanced procedure has been successful in addressing the increased number of cases, which the Department anticipates will continue through the month of September.