



Monthly CS Department Report

To: Todd Stoughton, Interim City Manager

Date: January 5, 2024

From: Marcus Davila, Director of Community Services

Subject: Monthly City Manager Update/December

Key West Cemetery

- Met with 20 different families via telephone/email/ in person regarding different inquiries about current burials, new burials, construction permits for new construction and repairs to current structures in family lots, family plot ownership, rights to sell plot, disinterment's and relocating family members, purchase niche or vault.
- 4 Cremation burials
- 1 Full burial
- 1 Disinterment
- 1 Niche sold \$2,000.00
- 1 digging by City Staff for underground vault in the Shaffer's Family Plot.
- \$1,287.00 collected on Perpetual care, tent/chair rental, casket tray fees.
- Homeless Memorial Service
- 1 new mausoleum was installed
- Met with Public Works about trees that need trimming.

Events

- Over 10 events including the World Aids Day, Tree Lighting, Menorah Lighting, BeLighted Bike Ride, Holiday Parade, Winter Wonderland, and New Years Eve.

December- See Click Fix Report

Request Category	Created	Acknowledged	Closed	Avg Days to Acknowledge	Average Days to Close
City Building Maintenance (Community Services)	104	104	101	0.1	2.7
Code Compliance Concern	5	0	5		0.3
Compliment	1	0	1		1.3
Corner Visibility	3	0	2		3
FMT Category for maintenance	1	1	1	5.8	6.3
Curb Issue	3	2	1	0.8	1.9
Graffiti	5	5	5	0.2	0.5
Illegal Dumping on Public Property	3	2	1	16.5	1.7
Litter	1	1	1	0	8.8
Missed Curbside Collection	1	1	1	0	2
Pavement Marking	1	0	0		
Pothole	6	6	6	3.5	4.1
Public Beach	2	0	2		10.5
Public Park	2	2	2	0.2	1.9
Sidewalks	9	6	5	3.5	3.8
Signage	5	4	4	1.3	6.5
Storm Drain	2	2	2	0.2	3.1
Street Gutter	1	1	1	0	5.1
Streetlights	1	0	1		1.5
Streets	5	4	4	5.6	8.2
Suggestion Box	1	0	0		
Tree Concerns	8	7	7	0.1	3
Trim Trees on Public Property	9	9	6	0.8	5.4
Parking Concerns	8	0	8		0.9
Pickup on ROW	1	1	0	13.2	
Abandoned Bicycle	3	3	3	3.2	3.5
Bicycle Rack Maintenance	1	1	0	0	
Bicycle Rack Request	1	0	0		
Request a Waste Management Bin	1	0	1		1.7
Bulk Waste Pick Up Request for Waste Manager	1	1	1	0.1	0.8
Parking Spaces impacted by Construction Projec	2	0	0		