



Monthly CS Department Report

To: Todd Stoughton, Interim City Manager

Date: August 1, 2024

From: Marcus Davila, Director of Community Services

Subject: Monthly City Manager Update/July

Key West Cemetery

- Met with 14 different families regarding different inquiries – new upcoming burials, burial searches, construction permits, ownership, plaque payments, plaque orders, plaque payments, niche/vault purchases.
- Worked with summer interns cleaning areas in the cemetery
- Met with Danise Henriquez regarding Key West Cemetery.
- Two Full burials \$1,766.00 collected from tent, chairs, and casket tray rentals.
- Two plaques from Mathews were received. Two Niches were sold to a family for \$2,000.00 each. \$4,000.00 total received.
- 3 Construction permits pulled by three different families, one for repair of roof top, two for building vaults.
- Palm Memorial vaults are being repaired by FMT.
- FMT staff fixed Passover Lane entrance gate.
- An unmarked damaged grave was repaired by Public Works staff.

Tree Trimming

- Trimmed 67 Coconut Palms, and 18 tree removals.

Events

- Multiple events including Rotary Fireworks at White St Pier, Hemingway Days, Men's Softball Playoffs, and School Supplies Giveaway at Douglass Gym.

July- See Click Fix Report

Request Category	Created	Acknowledged	Closed	Avg Days to Acknowledge	Average Days to Close
Abandoned Bicycle	5	4	3	5.5	6.4
Bicycle Rack Maintenance	1	1	0	0	
Bicycle Rack Request	3	1	3	0.5	5.3
City Building Maintenance (Community Services)	112	110	95	0.4	2.3
Compliment	1	1	1	0	0.6
Corner Visibility	2	0	0		
Curb Issue	5	3	5	7.1	8.3
FMT Category for maintenance	3	2	2	0.3	8.7
Graffiti	1	1	0	0.7	
Homeless Encampment	1	1	1	3.7	3.9
Illegal Dumping on Public Property	4	4	2	0	3.4
Litter	3	3	3	2.8	4.8
Missed Curbside Collection	1	1	1	0	0
Parking Concerns	20	0	19		2
Pavement Marking	2	1	1	0	0
Pickup on ROW	4	3	3	4.1	4.9
Pothole	7	5	5	1.7	1.6
Public Beach	1	1	1	2	2
Public Park	1	1	1	0.6	0.6
Request a Waste Management Bin	1	0	1		0
Sidewalks	10	6	5	3.5	8
Signage	9	5	6	7.6	7.3
Storm Drain	4	4	3	0.5	3.4
Street Gutter	2	2	0	0.2	
Streets	6	6	6	2.4	4.3
Suggestion Box	5	1	3	0.6	1.4
Tree Concerns	17	15	12	0.6	5.1
Trim Trees on Public Property	6	3	3	0.8	6.4
Urban Forestry Request	7	4	2	0.3	10.7