



Monthly CS Department Report

To: Albert P. Childress
City Manager 

Date: January 11, 2024

From: Marcus Davila
Director of Community Services

Subject: December 2023 Community Services Report

Key West Cemetery

- 3 Full body interments, 1 disinterment, 5 interments of ashes, 1 interment of pet ashes in family plot niche mausoleum. \$2,444.60 total collected for perpetual care fees, tent and chair rental fees, and casket tray fees.
- Met with 15 different families inquiring about family plot ownership, construction repairs and interment request.
- 6 Construction permits pulled.
- Homeless Memorial Service event near Pauline Vaults. Public Works staff opened FKOC vault for interment of ashes.
- A bench was donated to be placed near Bldg. G- Niche mausoleum near Olivia St.
- Ordered 10 casket trays.
- Ordered one new memorial plaque from Mathews. Confirmed ongoing 10 orders from Mathews pending. Received one plaque and collected payment from a family of \$1,111.00 for vase, cameo, and plaque ordered.
- Met with Karen Demaria regarding a dead palm removal, a tree removal located in city property line between two gravesites to prevent grave damage, and a heavy maintenance trim to a White Plumeria tree located in Cemetery, 2nd Ave.
- Public Works poured a new slab near Sexton office to relocate Bike rack near Cemetery entrance to secure bikes on rack, from daily vehicle traffic.
- FMT Staff Continued with repairing and refurbishing City mausoleums on 1st St Sec D in Cemetery.
- The public restroom door lock was repaired by FMT Staff. New keys were provided to management.
- Helped employee committee with collecting donated gifts for City Luncheon and City Christmas Party.

Claw Truck

- Dumped 28 times for 44.8 Tons.

Tree Trimming

- Trimmed 8 Coconut Palms. 9 tree removals, and 2 tree plantings.

Events

- 10 Events, including Menorah Lighting, Holiday Parade, Ocean Fest, Holiday Village and BeLighted Bike Parade, & Waterfront Winter Wonderland.

December- See Click Fix Report

Request Category	Created	Acknowledged	Closed	Avg Days to Acknowledge	Avg Days to Close
Abandoned Bicycle	1	1	1	3.5	3.5
Abandoned Property	3	2	1	0.8	16.4
Bicycle Rack Request	3	3	2	0.3	6.3
Bulk Waste Pick Up Request for Waste Management	1	1	1	0.1	0.4
City Building Maintenance (Community Services)	87	85	74	0.2	2.2
Code Compliance Concern	1	1	0	0	
Corner Visibility	1	1	0	0.2	
Curb Issue	2	2	0	0.6	
FMT Category for maintenance	3	3	2	3.9	5.4
Graffiti	1	1	1	1.7	1.9
Litter	4	2	2	0	10.5
Missed Curbside Collection	2	2	2	0.6	1.3
Parking Concerns	8	0	7		4.3
Pavement Marking	2	1	0	0	
Pothole	6	5	6	0.8	1.3
Public Park	3	2	3	0.9	1.4
Sidewalks	6	5	2	2.6	3.5
Signage	5	3	1	2.5	1
Storm Drain	1	1	1	0.7	3.7
Street Gutter	4	2	4	0.2	1.3
Streetlights	5	1	4	0.5	1
Streets	16	16	11	4.9	5.9
Suggestion Box	1	0	0		
Tree Concerns	4	2	2	1	0
Trim Trees on Public Property	7	7	2	1	2.9
Urban Forestry Request	5	4	0	1.2	
When is my Curbside Collection Day in Key West?	1	0	1		0