City of Deltona

Mayor
John Masiarczyk

Vice Mayor
Nancy Schleicher
District 4

Commissioners:

Mitch Honaker
District 1

Diane Smith
District 2

Heidi Herzberg
District 3

Brian Soukup
District 5

Chris Nabicht
District 6

City Manager
Jane K. Shang

SPECIAL CITY COMMISSION MEETING
WEDNESDAY, SEPTEMBER 9, 2015
5:30 P.M.

DELTONA COMMISSION CHAMBERS
2345 PROVIDENCE BLVD.
DELTONA, FLORIDA

AGENDA

1. **CALL TO ORDER:**

2. **ROLL CALL – CITY CLERK:**

3. **PLEDGE TO THE FLAG:**

4. **PUBLIC COMMENT: Citizen comments limited to items not on the agenda and comments on items listed on the agenda will take place after discussion of each item.**

5. **BUSINESS:**

   A. Public Hearing - Resolution No. 2015-22, Adopting the Tentative Millage Rate for FY 2015/2016 - Robert Clinger, Finance Department (386) 878-8552.

   State law requires that the City hold a public hearing on the tentative budget and proposed millage rate between 65 and 80 days from the date (July 1, 2015) of certification of taxable value provided by the Property Appraiser. This hearing was publicized via the TRIM Notice mailed by the County Property Appraiser on or about August 15, 2015.

   At this hearing, the City will:

   - *First discuss the percentage increase or decrease in millage over the rolled-back rate. The proposed millage rate reflects a 6.8% increase from the rolledback rate.*

- *Adopt a tentative millage (Resolution No. 2015-22) and budget (Resolution No. 2015-23) by separate vote and in that order as required by State law.*

- *If the tentatively adopted millage rate exceeds the proposed rate presented in the TRIM Notice (7.9900), each taxpayer within the City must be notified of the increase by first class mail.*

- *Prior to adopting the millage-levy resolution, the name of the taxing authority (City of Deltona, Florida), the rolled-back rate (7.4805), and the percentage increase or decrease compared to the rolled-back rate (6.8% increase), and the millage rate to be levied (7.9900) must be publicly announced. The tentative millage rate and budget will be used to advertise the final budget hearing scheduled for September 21, 2015.*

B. Public Hearing - Resolution No. 2015-23, Adopting the Tentative Annual Budget for FY 2015/2016 - Robert Clinger, Finance Department (386) 878-8552.

State law requires that the City hold a public hearing on the tentative budget and proposed millage rate between 65-80 days from the date (July 1, 2015) of certification of taxable value provided by the Property Appraiser. This hearing was publicized via the TRIM Notice mailed by the County Property Appraiser on or about August 15, 2015.

At this hearing, the City:

- *May amend the tentative budget and re-compute its proposed millage rate, and publicly announce the percent, if any, by which the recomputed proposed millage exceeds the rolled-back rate.*

- *Will adopt a tentative millage (Resolution No. 2015-22) and budget (Resolution No. 2015-23), in that order.*

- *If the tentative adopted millage rate exceeds the proposed rate presented in the TRIM Notice (7.9900), each taxpayer within the City must be notified of the increase by first class mail.*

- *The adopted tentative millage and budget will be used to advertise the final hearing scheduled for September 21, 2015.*

6. ADJOURNMENT:

NOTE: If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings, and for such purpose he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105).

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk, Joyce Raftery 48 hours in advance of the meeting date and time at (386) 878-8500.

AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/9/2015

FROM: Jane K. Shang, City Manager **AGENDA ITEM:** 5 - A

SUBJECT: Public Hearing - Resolution No. 2015-22, Adopting the Tentative Millage Rate for FY 2015/2016 - Robert Clinger, Finance Department (386) 878-8552.

LOCATION: City-wide

BACKGROUND: State law requires that the City hold a public hearing on the tentative budget and proposed millage rate between 65 and 80 days from the date (July 1, 2015) of certification of taxable value provided by the Property Appraiser. This hearing was publicized via the TRIM Notice mailed by the County Property Appraiser on or about August 15, 2015.

At this hearing, the City will:

- First discuss the percentage increase or decrease in millage over the rolled-back rate. The proposed millage rate reflects a 6.8% increase from the rolled-back rate.
- Adopt a tentative millage (Resolution No. 2015-22) and budget (Resolution No. 2015-23) by separate vote and in that order as required by State law.
- If the tentatively adopted millage rate exceeds the proposed rate presented in the TRIM Notice (7.9900), each taxpayer within the City must be notified of the increase by first class mail.
- Prior to adopting the millage-levy resolution, the name of the taxing authority (City of Deltona, Florida), the rolled-back rate (7.4805), and the percentage increase or decrease compared to the rolled-back rate (6.8% increase), and the millage rate to be levied (7.9900) must be publicly announced. The tentative millage rate and budget will be used to advertise the final budget hearing scheduled for September 21, 2015.

ORIGINATING DEPARTMENT: Finance

SOURCE OF FUNDS:	N/A
COST:	N/A
REVIEWED BY:	Finance Director, City Attorney, City Manager
STAFF RECOMMENDATION PRESENTED BY:	Robert Clinger, Finance Department - Staff recommends adopting the tentative proposed millage rate of 7.9900 for FY 2015/2016.
POTENTIAL MOTION:	"I move for the approval of Resolution No. 2015-22, adopting the tentative millage rate of 7.9900 for the levy of ad valorem taxes for FY 2015/2016."
AGENDA ITEM APPROVED BY:	_____ Jane K. Shang, City Manager
ATTACHMENTS:	• Resolution No. 2015-22

RESOLUTION NO. 2015-22

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA; ADOPTING A TENTATIVE MILLAGE RATE FOR THE 2015-2016 FISCAL YEAR; COMPARING TENTATIVE MILLAGE RATE WITH THE ROLLED-BACK RATE; ESTABLISHING A DATE, TIME, AND PLACE AT WHICH A PUBLIC HEARING WILL BE HELD TO ADOPT A FINAL MILLAGE RATE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on July 20, 2015, City Commission adopted a proposed millage rate and computed a rolled-back rate, and

WHEREAS, on August 3, 2015, City Commission established a date, time, and place for a public hearing to consider the proposed millage rate and the tentative budget for the 2015-2016 fiscal year; and

WHEREAS, the City Manager has delivered a recommended budget for the 2015-2016 fiscal year; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, as follows:

Section 1. A tentative millage rate of 7.9900 mills is hereby adopted for the 2015-2016 fiscal year.

Section 2. The tentative millage rate of 7.9900 mills is 6.8 percent more than the rolled-back rate of 7.4805 and represents a 6.8 percent increase in property taxes.

Section 3. A public hearing will be held on September 21, 2015 at 6:30 p.m., or as soon thereafter as may be heard, at Deltona City Hall, 2345 Providence Boulevard, Deltona, Florida, to adopt a final millage rate.

Section 4. This resolution shall take effect immediately upon its final adoption by the City Commission.

PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, THIS _____ DAY OF _____, 2015.

BY: _____
JOHN C. MASIARCZYK, SR., Mayor

ATTEST:

_____
JOYCE RAFTERY, City Clerk

Approved as to form and legality for use
and reliance of the City of Deltona, Florida:

_____
GRETCHEN R. H. VOSE, City Attorney

AGENDA MEMO

TO: Mayor & City Commission **AGENDA DATE:** 9/9/2015

FROM: Jane K. Shang, City Manager **AGENDA ITEM:** 5 - B

SUBJECT: Public Hearing - Resolution No. 2015-23, Adopting the Tentative Annual Budget for FY 2015/2016 - Robert Clinger, Finance Department (386) 878-8552.

LOCATION: City-wide.

BACKGROUND: State law requires that the City hold a public hearing on the tentative budget and proposed millage rate between 65-80 days from the date (July 1, 2015) of certification of taxable value provided by the Property Appraiser. This hearing was publicized via the TRIM Notice mailed by the County Property Appraiser on or about August 15, 2015.

At this hearing, the City:

- May amend the tentative budget and re-compute its proposed millage rate, and publicly announce the percent, if any, by which the recomputed proposed millage exceeds the rolled-back rate.
- Will adopt a tentative millage (Resolution No. 2015-22) and budget (Resolution No. 2015-23), in that order.
- If the tentative adopted millage rate exceeds the proposed rate presented in the TRIM Notice (7.9900), each taxpayer within the City must be notified of the increase by first class mail.
- The adopted tentative millage and budget will be used to advertise the final hearing scheduled for September 21, 2015.

ORIGINATING DEPARTMENT: Finance

SOURCE OF FUNDS: N/A

COST: N/A

REVIEWED BY: Finance Director, City Attorney, City Manager

STAFF RECOMMENDATION PRESENTED BY:	Robert Clinger, Finance Director - to adopt the tentative annual budget for FY 2015/2016.
POTENTIAL MOTION:	"I move to approve Resolution No. 2015-23, adopting a tentative annual budget for fiscal year 2015/2016."
AGENDA ITEM APPROVED BY:	_____ Jane K. Shang, City Manager
ATTACHMENTS:	• Resolution No. 2015-23 • FY 15/16 Proposed Budget

RESOLUTION NO. 2015-23

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA; ADOPTING A TENTATIVE BUDGET FOR THE 2015-2016 FISCAL YEAR; ESTABLISHING A DATE, TIME, AND PLACE AT WHICH A PUBLIC HEARING WILL BE HELD TO ADOPT A FINAL BUDGET; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on July 20, 2015, City Commission adopted a proposed millage rate and computed a rolled-back rate, and

WHEREAS, on August 3, 2015, City Commission established a date, time, and place for a public hearing to consider the proposed millage rate and the tentative budget for the 2015-2016 fiscal year; and

WHEREAS, the City Manager has delivered a recommended budget for the 2015-2016 fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, as follows:

Section 1. The City Commission hereby adopts the tentative General Fund, Special Revenue Funds, Enterprise Fund, and Capital Project Funds budgets, which are attached hereto and by reference made a part hereof, of the City of Deltona, Florida, for the fiscal year beginning October 1, 2015, and ending September 30, 2016, said budgets showing combined sources and uses of $130,242,759.

Section 2. A public hearing will be held on September 21, 2015 at 6:30 p.m., or as soon thereafter as may be heard, at Deltona City Hall, 2345 Providence Boulevard, Deltona, Florida, to adopt a final budget.

Section 3. This resolution shall take effect immediately upon its final adoption by the City Commission.

PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, THIS _____ DAY OF _____, 2015.

BY: _____
JOHN C. MASIARCZYK, SR., Mayor

ATTEST:

_____
JOYCE RAFTERY, City Clerk

Approved as to form and legality for use
and reliance of the City of Deltona, Florida:

_____
GRETCHEN R. H.VOSE, City Attorney

City of Deltona
Florida

Splash Park

FY 2015/2016
Proposed Budget
September 9, 2015

City of Deltona, Florida

Proposed Annual Budget FY 2015 / 2016

October 1, 2015 through September 30, 2016

MAYOR
John C. Masiarczyk, Sr.

CITY COMMISSION
Vice Mayor, Nancy Schleicher, Commission Member, District 4
Mitch Honaker, Commission Member, District 1
Diane J. Smith, Commission Member, District 2
Heidi Herzberg, Commission Member, District 3
Brian Soukup, Commission Member, District 5
Chris Nabicht, Commission Member, District 6

CITY MANAGER
Jane Shang

DEPUTY CITY MANAGER
Dale Baker

CITY ATTORNEY
Gretchen "Becky" Vose

CITY DEPARTMENT DIRECTORS
Joyce Raftery, City Clerk's Office
Robert Clinger, Finance Department
Steve Narvaez, Information Technology Services
Chris Bowley, Planning and Development Services
Dale Baker, Building and Enforcement Services
Vacant, Human Resources
Mark Rhame, Fire Chief, Fire/Rescue Department
Gerald Chancellor, Public Works and Utilities
Steve Moore, Parks & Recreation

Prepared by:
Finance Department Staff

Draft

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Deltona

Florida

For the Fiscal Year Beginning

October 1, 2014

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an Award for Distinguished Budget Presentation to the City of Deltona for its annual budget for the fiscal year beginning, October 1, 2014.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

This award is valid for a period of one year only. We believe our current budget continues to conform to the program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

HOW TO USE THE BUDGET DOCUMENT

This section assists readers in understanding how the budget document is organized and what information is presented. The City of Deltona budget is divided into the following major sections:

BUDGET OVERVIEW

The tabbed section labeled **Budget Overview** contains the City Manager's Budget Message. This message covers budgetary highlights, critical issues facing the City, challenges and successes, changes in Departmental operations, and the direction the current budget will take. It is most important in understanding what the City government is doing and why.

Following the Budget Message is an overview of the City of Deltona and the budget. General information consists of population, location, area industry, etc. This section contains the City's vision statement, changes in personnel, description of the funds, City-wide organization chart, description of the budget process and numerous charts and graphs that show where the money comes from (source of funds or revenues) and where the money goes (uses of funds or expenditures). Information regarding millage rates, taxes and property values is also included.

The Budget Overview Section comprises the "Budget in Brief" and is the most import section in the document. All budgeted dollars for all City funds are summarized and provided in easy to understand charts and graphs. The Budget in Brief provides an overview of the entire City budget in summary form.

DEPARTMENT SUMMARIES

Although the general set-up of the City government and overall budget is provided in the introduction as described in this summary, details are included in the sections entitled **General Fund, Special Revenue Funds, Enterprise Fund, and Capital Project Funds**.

The detail information included in each fund section is broken down by Department budgets and includes: organization charts with division descriptions, goals, objectives, and performance measures, current programs, prior year highlights, personnel counts and changes to staffing, expenditures by type and division for three fiscal years, and budgeted capital outlay.

OTHER INFORMATION

The last sections of this document contain miscellaneous data which support other budgetary areas and/or provide additional assistance.

Five-Year Capital Plan: This section contains an overview of the City's plans for formalizing long-term capital planning as part of the FY 15/16 budgeting process.

Debt Management: Contained in this section is information relating to City debt: explanation of how the City administers its debt, legal debt margin, outstanding bond issues, and long-term bond payment schedules.

Schedules/Glossary: Schedules contained in this section include the personnel pay grade listing and the Chart of Accounts for Operating Expenses. The **Glossary** provides a list of terms which are commonly used in governmental budgeting, but may not be familiar to the lay person. These terms have been defined as they specifically relate to the City of Deltona whenever possible.

Acronyms: Acronyms used throughout this budget instrument are provided directly following the glossary. The acronyms are provided, along with their meaning, as a quick reference.

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"Deltona: Proud to Grow With It"

September 9, 2015

CITY MANAGER'S BUDGET MESSAGE

Honorable Mayor and Commissioners:

I am pleased to submit the Fiscal Year 15/16 Annual Budget for your consideration and approval. The budget document is the comprehensive expression of policy set by the Commission and is prepared based on staff's understanding of the Commission's goals and direction for the City and its residents. The City Commission continues to support the development of quality municipal services, but this year especially, our focus is on beautification and noticeable projects that create residential pride and an improved overall image for Deltona. Our services make Deltona a great place in which to live, work and raise families. This year's efforts are designed to build civic confidence in our greatest asset—our people and our children. I am confident this budget demonstrates an investment in Deltona that will encourage others to also invest in our City. Community pride in turn will establish an environment to attract new business. The appearance of our City and our neighborhoods reflect upon the image of the City for those deciding to move to or not to move to Deltona. Ultimately, property values are impacted by the appearance of our neighborhoods.

The budget theme for this year is *Deltona: Proud to Grow With It.* Staff is presenting a balanced budget which will allow the City to continue to provide quality services to all its residents while managing City resources in the most efficient manner possible. Upcoming major goals include additional road improvements, providing excellent customer service and a business friendly attitude, bold initiatives on beautification, and expanded fiber optic installations where possible and economical. For Deltona to grow and to improve the quality of life for its citizenry, existing and new businesses, hospitals and schools are essential partners to the City's future. The City will look for and apply for grant funding when and where possible and in the best interest of the City to bring additional revenues to the community. The City has already applied for state funding under the Bold Initiative Program and another application will be submitted in the fall for Highway Beautification funds.

The budget process was changed somewhat with my arrival as your new City Manager. Commissioners were invited to meet with staff and I for one-on-one sessions prior to the General Fund workshop held on July 13th. These one-on-one sessions allowed for information gathering so that the publicly held workshop could focus on the overall policy and direction of the City. Another

public workshop was held on August 10th for Special Revenue, Enterprise (Deltona Water) and Capital Projects Funds in order to further involve the Commission in the budget process.

Staff presented a balanced General Fund budget with a proposed millage rate of 7.99. This is the same rate as FY 14/15 and represents an increase of 6.8% over the rolled back rate of 7.4805. The rolled back rate is the rate that would bring in the same amount of property tax revenue as last year. The proposed tentative millage rate of 7.99 was adopted by the Commission on July 20, 2015. Although the City did experience an increase in property values, the decision was made to continue with the 7.99 millage rate so that the City can address some needs that have been put off for years due to the poor economy.

Staff was able to maintain expenditures so that increased overall revenues will cover some large dollar Commission directives. These directives include: $500,000 toward the City's road resurfacing program, $500,000 toward the City's sidewalks program and a continuation of contributing an extra $250,000 to pay down the unfunded liability in the City of Deltona's Fire Fighter's Pension Fund. The increase in revenues will also provide funding for the 3% overall increase of $291,000 for the Volusia County Sheriff's Office (VCSO) contract.

In addition to these Commission directives, staff was able to present a budget that includes several new and expanded initiatives anticipated to move the City forward in many different areas.

- The City has begun a City-wide beautification program which will tie the City together with a uniform landscaping template. The first phase is to add accent arrangements to existing City gateways and medians as well as City Hall in FY 14/15. More extensive work along the I-4 interchanges will occur as staff partners and works with the Florida Department of Transportation and as additional funds are identified. The FY 15/16 budget includes an additional $365,000 in funding for landscaping of City properties and the development of green spaces along right-of-ways as well as further beautification of City Hall.
- Support of economic development through continuation of Team Volusia membership, continued use of the City's lobbyist, and enhancement of the City's website.
- To promote economic development and citizen safety the City continues to address the needs of aging infrastructure and has budgeted $500,000 for continued road resurfacing as well as $500,000 to expand the City's sidewalk system. A demolition fund has been created to address unsafe and abandoned homes.
- To even further support economic development, the City has budgeted $50,000 for a firm to analyze the City's needs and to recruit retail business for Deltona and for specific areas within the City. Deltona is open for business through the creation of a one-stop shop for permitting. Staff will be available to guide and facilitate anyone that wants to establish business in Deltona. Customer satisfaction surveys now exist at City Hall to let us know "how are we doing". If we are not meeting your expectations, I want to know why and we will fix the problem.
- The City is continuing on the goal of maintaining financial sustainability and has budgeted for a contracted Grants Writer to assist with the effort of securing as much grant funding as possible.

- Means of communication continue to be improved at various levels including an expansion of the function of the Public Information Office, upgrades to the City's broadcasting capabilities, increased social media presence and creation of an Ordinance Review Committee.
- Improvements to several City parks will lead to increased capacity and utilization of City parks, addressing the ever growing needs of our children. Some of these improvements include sports lighting at Dwight Hawkins and Manny Rodriquez parks, a public address system at Dewey Boster to increase security, a lakeshore multi-purpose walking trail and installation of video cameras at more park facilities. The fields at DuPont Lakes and Vann Park will be updated.
- Workshops will be held in October and November to obtain input from the community to develop the City's Stategic Plan (including economic development and transportation) and update the City Comprehensive Plan.

General Fund budgeted revenues for FY 15/16 increased by $2,216,900, or 6.2%, over FY 14/15 budgeted revenues. In presenting a balanced budget with a millage rate of 7.99, staff believes the City is adequately positioned to address some items from prior years that have been on indefinite hold as well as any unanticipated expenses that may arise in the upcoming year.

OVERVIEW

The City Manager, with direction from the City Commission and technical support of the Finance Department, followed sound fiscal and financial principles in the preparation of the budget and developed this budget to be sustainable and affordable within the present economic environment and under prudent business practices.

The two most important principles that were followed are: 1) that the budget balances and, 2) that the City does not use one-time funds (reserves) for recurring expenses. This last principle is important in order to avoid incurring future recurring expenses for which there is no funding source. The budget, as presented, does not use any of the General Fund reserves and actually presents a small surplus of funds of $241,500 even after implementing new initiatives.

At the beginning of the budget process, Department Directors were instructed to develop their budgets using their actual expenditures for FY 12/13 as their starting point and to be prepared to justify any budget requests above that amount. While this goal was not attainable in all departments, all Directors diligently worked toward preparing a sound budget including only necessary expenditures. Each department has played a critical role in presenting a balanced budget.

The City's positive financial position over the last several years has allowed the Commission to be fiscally prudent by establishing the following reserves:

General Fund

- Natural Disaster Reserve of $6 million
- Operating Reserve equal to two months average annual operating expenditures

Economic Development Fund

- Development Incentives - $1,000,000
- Infrastructure Incentives - $1,000,000

Grant Match Fund

- Grants Match Reserve - $500,000

In prior years all of these reserves were presented in the General Fund but starting this budget year the Economic Development reserves as well as the Grant match reserve have been transferred to separately presented funds. All of these designated/reserved funds may only be used by obtaining Commission approval.

The proposed budget shows the City continuing to be in a good financial position throughout the upcoming year, and staff believes that this plan addresses major issues identified by the Commission.

Total budgeted General Fund operating expenditures for FY 15/16 increased by $1,889,100 or 5.6%. This year we have experienced increases in medical and liability insurance costs, increased cost of the Volusia County Sheriff's Office contract and overall inflation in general.

Another point of interest is the average City of Deltona property taxes paid per household. The average amount of property taxes paid per Deltona household reached a peak of $333.47 in FY 06/07 and declined to an average low of $270.73 per household in FY 12/13. With the continuing rebound of the housing market, Deltona residents will now pay an average of $339.12 per household in property taxes in FY 15/16. Deltona residents continue to pay among the lowest city property taxes in the county.

The cost of employee benefits increased in most areas in the FY 15/16 budget with health insurance experiencing the most significant increase. The City's health insurance costs for the FY 15/16 budget increased 14% overall.

Given the all-around diligence of staff to either cut or maintain overall operating costs as much as possible, the City will be able to provide for a modest merit increase for all non-bargaining City employees. For bargaining unit employees, the City is currently negotiating the contract effective October 1, 2015. Unless a new agreement is reached, bargaining unit employees will receive a 1.5% across the board increase for all its members in FY 15/16.

BUDGET HIGHLIGHTS

As previously mentioned this budget presents a small operating surplus for the General Fund. The overall economic outlook for the City is modestly more positive than it has been in recent years. Even so, the City continues to take a very guarded stance in regards to either a continued slow recovery or another recession and accepts the reality that the absence of major commercial development in the City will continue to place the tax burden on City residents.

Revenues – Increases and Decreases

Deltona is a full-service City and has a number of revenue sources and funds a variety of services.

Revenues Increase and Decrease

The City relies on a wide variety of revenue sources. Total General Fund budgeted operating revenues for FY 15/16 increased by $2,126,900, or 6.2%, over the prior year budget. For FY 15/16 the following changes in revenues are anticipated when compared to the FY 14/15 budget:

General Fund:

- The City experienced an increase in property values of 6.6% for FY 15/16. With the adopted millage rate of 7.99, the City has budgeted for $844,000 more property tax revenue than it did for FY 14/15.
- Taxes overall, which include ad-valorem, as well as various franchise fees and service taxes, are budgeted to increase in the aggregate by $1,242,000. About 2/3 of this increase is attributable to the increase in property values. Electric Utility Service Taxes are budgeted to increase by $284,000 and Electric Utility Franchise fees are budgeted to increase by about $161,000. Telecommunications Service Taxes are budgeted to remain essentially flat; Business Tax revenue is budgeted to decline $60,000 attributable to the elimination of the residential rental annual registration fee.
- Licenses/permits are budgeted to increase by $46,000 due to an anticipated increased number of permits issued for new construction.
- Intergovernmental revenues are budgeted to increase by almost $600,000. Virtually all of this is attributable to an increase in both the State Revenue Sharing and Half-Cent Sales Tax figures provided by the State. Other accounts included in this category are budgeted for some minor increases as well as some minor decreases.
- Charges for Services are budgeted to increase by $190,000. Almost all of this increase is attributable to the adoption of the City's Anti-blight Ordinance which requires mortgagees foreclosing property to register with the City and pay a registration fee.
- Fines and Forfeits are budgeted to increase by $49,500 over the FY 14/15 budget. This is due to a projected increase in the collection of Code Enforcement violations.
- Miscellaneous revenues are budgeted to remain flat

Other Funds:

- Special assessments revenue is budgeted to increase by approximately $1,265,000 primarily attributable to the increase in the City's annual stormwater assessment fee.
- Budgeted water and sewer charges for services are budgeted to modestly increase by just under $194,000.

Expenditures Increases and Decreases

1. General Government – an increase of $470,500 or 5.6%.
2. Public Safety – an increase of $1.24 million or 6.6%.
3. Physical Environment – an increase of $1.69 million or 9.7%.
4. Transportation – an increase of $105,400 or 4.8%.
5. Economic Environment – a decrease of $196,600 or 10.3%.
6. Culture/Recreation – an increase of $63,500 or 2.5%.

Other Funds

- Stormwater operating expenses increased by about $293,000 or 13.2%.
- Solid Waste total operating expenses increased by $227,500 or 4%.
- Transportation Fund operating expenses have decreased by $7,400 or 6.1% mostly because of reduced professional services because of minimal road projects in FY15/16.
- Deltona Water overall operating expenses increased by $907,200 or 9.7%. This is mostly attributable to the new Eastern Waste Water treatment plant being operational for an entire year as opposed to a partial year which was budgeted in FY14/15.

CONCLUSION

The City's annual budget serves as the Commission's most important planning tool to assist with serving the needs of the community and to continue to provide quality services to more than 87,000 residents. The support of a dedicated City Commission, involved residents, businesses, hospitals and schools, and our committed City staff is truly appreciated by all involved in preparing the budget document.

The budget message and budget document high-light the operation and management of the City of Deltona as the City and the economy transition back into more economically stable conditions. Contrary to the "government stereotype", the City has pursued cost savings and efficiencies wherever possible. Over the last eight years, the City has actually saved money by spending less than budgeted and it is apparent this trend will continue. As FY 14/15 draws to a close over $1 million of the anticipated "surplus" has been reallocated to City goals such as park lighting at Dwight Hawkins & Manny Rodriguez, Gateway beautification, master planning, and the kickoff of the City's Comprehensive Planning process. Any remaining surplus will be added to the City's reserves, leaving the City in an even more financially sustainable position. Per-capita General Fund spending continues to be among the lowest in the County. Staffing levels also indicate that the ratio of employees to residents is by far the lowest in the County. In short, the City has done **much** more with less and intends to continue to do so. A major goal in FY 15/16 will be a Senior/Community Center.

It is a pleasure to serve as the City Manager for the City of Deltona and I hope, together, we can make Deltona an even more desirable place to live and raise a family.

Respectfully submitted,

Jane Shang
Deltona City Manager

Draft

GENERAL INFORMATION

The City of Deltona is approximately 41 square miles in size and is located in the southwest corner of Volusia County, within Central Florida. The City is situated along the east side of the Interstate 4 corridor, roughly mid-point between the cities of Orlando and Daytona Beach, and is in proximity to the cities of DeBary, Orange City, Lake Helen, and DeLand. Physically, the City is uniquely located along the north shore of Lake Monroe and the St. Johns River. Part of the City is nestled within gently rolling hills and beautiful lakes. The City takes pride in offering access to parks, trails, and natural amenities throughout the community.

Since its creation, Deltona has been a haven for all ages, with residents relocating from around the world to live here. The City embraces its geographic location as a central hub within the Central Florida region, being close to major employment centers, beaches, parks, and recreational facilities, while offering an affordable lifestyle. Although Deltona was originally created on the premise for residents to live in close proximity to other locations, such as Orlando or Daytona, the desire to expand opportunities within Deltona has greatly increased. Residents want to live, work, and shop within Deltona, more than travel for those services.

As a result, the City continues to experience population growth. For 2015, Deltona anticipates a population of 87,497, which is an increase of 1,137 residents from 2014 and 2,315 residents from the 2010 U.S. Census Count. The increased growth has resulted in more businesses being established in the City, greater business retention of existing Deltona businesses, as well as more housing, education, and employment opportunities. Large vacant tracts of land once held for future development are being developed. The population increase has also allowed Deltona to become the second largest metropolitan area in Central Florida and the largest city in Volusia County.

This same population growth has resulted in a more diversified population that seeks to work within Deltona or nearby, raise families, and to establish community character and identity that are important for every community. As the City celebrates its 20th year as a municipality and its 50th year as an established community, the past has given the City a solid foundation on which to grow upon. Deltona is entering a period where expanding its commercial tax base, providing more and improved infrastructure and services is a primary goal. As more businesses move into Deltona, the established employment centers are changing the community from one based on commuting to a destination city.

As the Florida Department of Transportation (FDOT) widens Interstate 4, improves the three interchanges directly serving Deltona, adds more landscaping and beautification within the FDOT right-of-way, and improves the Saxon Boulevard gateway, the City is following suit with an extensive beautification process. This includes adding landscaping in the median of Howland Boulevard and around the City's gateway signage, working with the FDOT on the Bold Initiative Landscape Grant at Howland Boulevard, working with the Volusia County School Board and Deltona High School to improve their roadway frontage appearance, adding landscaping on City-owned property at Saxon Boulevard and Normandy Boulevard, addressing landscaping at the Doyle Road interchange, and upgrading the appearance of City Hall.

GENERAL INFORMATION (Continued)

Plans are also underway for a Strategic Planning initiative, an Economic Development Element addition to the Comprehensive Plan, an update of the Comprehensive Plan, a Community Redevelopment Area establishment in southwest Deltona, and consideration for construction of a new community center. With these initiatives, the City is being transformed from a suburban home to a thriving urban community.

CITY GOVERNMENT

The City started as a planned community by the Deltona Corporation in 1962 with less than 200 residents calling the community home. Today, the City includes ±36,700 platted residential lots, over 34,000 constructed homes, and an ever expanding commercial base. The community remained unincorporated until 1995, when residents voted to organize as an incorporated municipality, which was established on December 31, 1995.

Deltona operates under a Commission-Manager form of government consisting of a seven (7) member City Commission. Through non-partisan elections, the residents elect a Mayor representing the City at-large and six (6) City Commissioners representing a specific geographic district. The City is governed by City Charter and by State and local laws and regulations. The Commission is responsible for the establishment and adoption of City policies and working with the City Manager. The City Manager serves as the Chief Executive Officer of the City and is responsible for the execution of City policy and oversight of the day-to-day operations.

The term of office for each member of the City Commission, including the Mayor's position, is four (4) years. Neither the Mayor nor any other Commissioner may serve more than two successive four (4) year terms of office in the same position. The following are the current members of the City Commission listed with their respective term expiration.

John Masiarczyk, Sr., Mayor	2018	Nancy Schleicher, Vice Mayor, District 4	2016
Mitch Honaker, District 1	2018	Diane J. Smith, District 2	2016
Heidi Herzberg, District 3	2018	Brian Soukup, District 5	2018
Chris Nabicht, District 6	2016		

EXISTING LAND USES AND CONDITIONS

As a master planned community, the Deltona Lakes Planned Unit Development (PUD) followed a goal of creating a community of single-family residential homes located on platted lots of equal size, a series of curvilinear residential streets connected to larger curvilinear thoroughfares, and minimal commercial development at a lower intensity to serve in close proximity to the residential homes. This development pattern initially worked as planned. However, the combination of exceptional weather, a central location in Florida, three interchanges on Interstate 4, proximity to larger urban markets for goods and services, and lower home prices, allowed more people to move into the community.

Draft

GENERAL INFORMATION (Continued)

EXISTING LAND USES AND CONDITIONS (Continued)

Gradually, the quiet suburban town became more urban, and with it, the need for larger roads, more utility services, an expanded park and recreation network, and employment centers providing more local jobs. Of the land developed, there remain small tracts scattered throughout the City for residential development, as well as the large assemblage of commercial-oriented land in the Deltona Activity Center.

Non-residential land uses within the City are typically commercially-oriented with a commercial future land use designation and/or compatible zoning classifications. Other non-residential land is designated for office or industrial uses. Approximately 3% of all developed land within the City is currently platted for commercial use, which is in large part due to the platting of the property for residential homes.

Existing commercial uses vary from small neighborhood-oriented retail stores to larger retail complexes for home repair, entertainment, or shopping. The commercial tracts are primarily located along City and County thoroughfares (e.g. Deltona Blvd., Providence Blvd., Ft. Smith Blvd., Elkcam Blvd., Saxon Blvd., and Howland Blvd.) Statistically, there are approximately three (3) acres of commercial property serving every 1,000 people in Deltona and the trend is increasing that ratio towards the regional commercial average of approximately six (6) acres of commercial property for every 1,000 persons. Within the past 10 years, the City received its first movie theater, four new shopping centers, drive-through facilities, service-oriented businesses, healthcare facilities, gymnasiums, and expanded central utility facilities to serve this growth.

Existing industrial land uses within the City, as identified by the Property Appraiser's tax rolls, total ±17.4 acres. This equates to less than a quarter-acre (1/4) of industrial use per 1,000 persons, which is consistent with the City's suburban land use pattern. The regional average for industrial uses is approximately four (4) acres per 1,000 persons. The City was not established as an industrial City, but does have vacant industrial entitled land. Through the years that entitled industrial land has diminished in acreage, with the largest tract being located in the Deltona Activity Center. Thus, the ratio for industrial land uses to population will not achieve the regional industrial average over time.

The Deltona Activity Center is located within the northwestern portion of the City, east of Interstate-4, and is bisected by Howland Boulevard. The Activity Center represents the City's largest vacant land area planned for future non-residential growth within over 900 acres. That land has had the majority of re-entitlement within the City, with properties held for agricultural and industrial uses being converted to commercial uses, intended for intensive and highway-oriented land uses. The plans for proposed development is created within a series of planned unit developments designed to provide synergy and internal trip capture to maximize the development potential of each site.

The City is undergoing a land use transformation as it grows with the Central Florida region. Florida surpassed New York as the third largest populated state in the nation. Of the growth areas of Florida, the population clusters are centered on Tampa, Ft. Myers, Miami, Orlando and Jacksonville, cities that are all served by the major interstate system, of which Deltona benefits from its proximity to Orlando.

GENERAL INFORMATION (Continued)

EXISTING LAND USES AND CONDITIONS (Continued)

The growth experienced in the Orlando regional area correlates to a direct increase in population in Deltona that benefits from increased jobs in the region, easy access to Orlando, three major airports in close proximity, and the expanding roadway system at three interchanges serving Deltona.

EDUCATION

The population of Deltona continues to grow, with a projected 1.32% increase in residents to 87,497 in 2015. The growth is accommodated in the rebound of the Central Florida real estate market and new home construction within several master planned communities throughout the community. As a result, the City is experiencing more families moving to the area, which directly relates to an increase in the need for more school capacity and student stations.

To serve the Deltona population, the City has several education facilities in the form of charter schools, parochial private schools, public schools, and post-secondary institutions. Daytona State College has had a Deltona campus for many years and Bethune Cookman University recently opened their Deltona campus along Saxon Boulevard. This gives a local student the educational opportunity to begin and continue their knowledge base from kindergarten through to achievement of a graduate degree if desired, while remaining in the City.

The 87,497 residents are served by the following public and private K-12 facilities:

Public High Schools and Private K-12: Deltona High, Pine Ridge High, University High, Trinity Christian Academy, and Deltona Christian School.

Public Middle Schools and Private K-8: Deltona Middle, Galaxy Middle, Heritage Middle, Good Shepard Academy, and Deltona Adventist School.

Public Elementary Schools: Deltona Lakes Elementary, Discovery Elementary, Enterprise Elementary, Forest Lake Elementary, Friendship Elementary, Osteen Elementary, Pride Elementary, Spirit Elementary, Sunrise Elementary, and Timbercrest Elementary.

In addition, the Volusia County School Board owns vacant land within the City for future school development to accommodate further population growth and school concurrency. As anticipated, the City will reach a population of over 92,000 residents by 2020 and the new facilities will accommodate the projected future growth.

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GENERAL INFORMATION (Continued)

COMMUNICATIONS

In the past several years the City has made great strides in its ability to relay and communicate information to its residents and between employees. The Information Technology (IT) Department continues to reduce operating costs by reducing the City's dependence on outside vendors for network transport and moving the City toward self-reliance. Within the past six years, The IT Department began a program to install a City-owned fiber backbone that connects all City facilities together for direct communication. The goal is to coordinate with other City departments on each project, where applicable, to include an expanded interconnected communication network. An example is to work with the Public Works Department to ensure that any new thoroughfare roadway project includes installation of conduit or fiber-optic infrastructure prior to roadway completion.

During FY 14/15 the Public Information Office began the process of evolving DeltonaTV from strictly a broadcast function to a video communication/marketing role. Obsolete analog broadcasting equipment was replaced by current digital technology equipment. The City now has a separate location for on-demand video production and has the flexibility to produce more Deltona-oriented and specific programming to air on Deltona TV.

Increasingly within FY 15/16, the City will become more engaged with its residents through the expanded use of social media, primarily Facebook and Twitter. Both programs have raised public awareness of City events, as well as agenda items of interest in City Commission meetings and workshops. The City is also working with the residents to assist in locating lost pets through Facebook. With the additional material from the City's video communications division, the importance in delivering the messages with social media will become even more necessary.

FIRE SERVICES

The Fire Department continues to improve safety issues that protect its firefighters and the general public. Phase three of four of the traffic interruption system was completed by placing 10 additional City intersections into the system which allows for City staff to control traffic signals for quicker response and safety. The Fire Department replaced the entire inventory of self-contained breathing apparatus (SCBA). This purchase equips the department with the latest tool allowing firefighters to enter hazardous environments. Additionally, the Department has developed a Peer Fitness program and now has 6 trained and certified Peer Fitness Trainers (PFT's). These PFT's will develop and maintain a wellness/fitness initiative for the department, and eventually City staff, which will help the City, to achieve the goal of a healthy workforce.

For the immediate future the Fire Department is exploring ways to reduce the Insurance Services Organization (ISO) rating for the organization. Currently the department is rated a 4/9. Any reduction in rating has the potential of reducing insurance premiums within the City for both residential and commercial properties. The Fire Department is experiencing an increase in the request for services for EMS transport to area hospitals. This request has placed an extra burden on the current EMS transport fleet (rescues and associated equipment). An aggressive maintenance and, if necessary, replacement program will be developed to allow the department to maintain a high level of pre-hospital EMS care for the immediate future.

GENERAL INFORMATION (Continued)

FIRE SERVICES (Continued)

The Fire Department operates five stations, each with fire protection and paramedic level Emergency Medical Services (EMS) capabilities. Staffing includes fully trained professional firefighters whose training, certification, and credentialing requirements surpass many of the neighboring communities. The citizens of Deltona benefit from minimum staffing level of 18 personnel on duty 24/7/365 with 3 firefighters each on the City's engines and ladder truck, 2 firefighters on a rescue ambulance and a Battalion officer overseeing the shift. These staffing levels and rapid response times are critical elements to quickly assembling an effective firefighting force and reducing damage caused by fire. The same is also true in saving the lives of critically ill or injured victims.

FIRE STATION FACILITIES AND LOCATIONS

Station 61- Located at 1685 Providence Boulevard and built in 1973. An addition was constructed in 1979 for administration. The original portion of the facility was renovated in 2008. This location serves as the administration building.

Station 62- Located at 320 Diamond Street and built in 2005. The station is located in the part of Deltona often referred to as the "first area" and is situated in a quiet residential community.

Station 63- Located at 2147 Howland Boulevard and built in 1977. This facility underwent minor remodeling when it was converted to a full-time, staffed station. An addition was added in 2007.

Station 64- Located at 236 Fort Smith Boulevard. Originally opened in 1989 as a temporary facility, the permanent facility was built in 1996 and was the last facility constructed by the former Deltona Fire District.

Station 65- Located at 2983 Howland Boulevard opened in August of 2011. This facility serves the north-western portion of the City and is positioned and constructed for future residential and commercial growth slated for this area of the City.

Lombardy Logistics Facility- In 2009 the Fire Department renovated Deltona's original volunteer fire station to serve as a Logistics Facility. The former station 62 now houses the equipment and supplies to maintain the readiness and operational effectiveness of a department responsible for mitigating more than 8,500 calls for service annually.

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GENERAL INFORMATION (Continued)

LAW ENFORCEMENT

The City of Deltona continues to receive law enforcement services from the Volusia County Sheriff's Office (VCSO) pursuant to a contractual relationship that has been in place since the City's incorporation in 1995. Under this contract, the City receives full-service law enforcement that includes patrol, persons crimes, property crimes and narcotics investigations, traffic, street crimes and K-9 units as well as school crossing guards and school resource deputies, all based in Deltona. The contract with the Sheriff's office also provides Deltona citizens with priority access to a wide range of specialized units and ancillary resources, to include the major case unit, range unit, dive team, marine unit, SWAT team, bomb unit, aviation, crime scene, sex crimes unit, auto theft unit and career criminal unit.

The VCSO is committed to utilizing all of its resources in a continuing effort to proactively suppress criminal activity in the City. In the past four years, the City has slowly increased VCSO staffing levels for Deltona. These increases include the addition of three (3) new Sergeant positions and four (4) new Deputy positions, bringing the total current staff funded under the contract to 76 Deputies and 3 administrative personnel. During this same time period, another K-9 dog was added, bringing the K-9 staffing level to 5.

PARKS AND RECREATION

The City of Deltona Parks & Recreation Department operates twenty developed neighborhood and community parks, providing a variety of recreation facilities for all ages. The City continues to provide safe areas for its citizens and is working with Volusia and Seminole Counties to enhance the present St. Johns River Trail System. We make every effort to promote recreation and environmental opportunities to the citizens of the City of Deltona and to address park and recreation concurrency needs.

A feasibility study was completed in December 2011 for a twelve-foot wide shared use pathway approximately 4,700 feet long. This path will connect Thornby Park on Providence Boulevard with the Lake Monroe Boat Ramp, Lakeshore Community Center and Green Springs Park on Lakeshore Drive. The Lakeshore Loop Trail was on the Volusia Transportation Planning Organization's (TPO) list of prioritized projects and is budgeted in the FY 15/16 State budget to provide 90% of the project construction and CEI (construction/engineering inspection) costs. The City is responsible for a 10% match (approximately $58,000). The City applied for a Volusia County ECHO grant to fund the City's 10% required match. The ECHO grant was approved by the County Council on May 21, 2015 meaning the City's out-of-pocket cost for the project will be virtually nothing. Construction is anticipated to begin in October 2015, with a nine month estimated time frame for completion.

The City plans to pursue and hopes to secure other grant opportunities in the future that will enable the City to continue various park improvements and is considering several locations along Howland Boulevard or other City lands to address parks concurrency. Efforts include expansion of ball fields and parking in Dwight Hawkins Park, the addition of a public address system, fencing, and additional parking area at Dewey O. Boster Park, the addition of lights at Wes Crile Park, the completion of resurfacing of basketball courts, new ball fields at Manny Rodriquez Park, and the on-going City beautification efforts with the Planning and Public Works Departments.

GENERAL INFORMATION (Continued)

PARKS AND RECREATION (Continued)

Dewey O. Boster Park continues to be the City's "crown jewel" park. Bethune Cookman University started a collegiate soccer program and will play their games at Boster Park Not only will these upgrades make the Complex more attractive to Bethune Cookman, it will add increased capacity and security for City events held at the complex.

RIVERS AND LAKES

The City includes more than 50 lakes, totaling over eight square miles. One of the unique features of the lakes of Deltona is that the lake levels are subject to substantial fluctuations based upon rainfall and drought periods. Information compiled by the St. Johns River Water Management District and the City, from 1991 to 2011, shows that some of the lake elevations have changed by as much as eight to ten feet. Two other major factors are that very few of the lakes are spring fed and Central Florida has been in an extended drought period. Without substantial rainfall over several years, the lake levels will suffer.

The City's Stormwater division has been actively completing stormwater improvement projects throughout the City. The projects have significantly improved the City's ability to manage and control the wide-spread flooding that has occurred within the City in past years. The City has completed the construction of several new stormwater pump stations in recent years. In addition, a master stormwater force main and infiltration basins have been constructed for recharge purposes and flooding control. The new Leland stormwater pump station is currently under construction and will also route water to the infiltration basins.

These projects have increased the capacity of the existing stormwater transfer systems to prevent local area flooding during times of excessive rainfall. The City is continuing to construct additional infrastructure to reduce roadway and swale flooding in several areas of the City. Larger projects are being engineered and permitted with the water management district for future construction. The present stormwater CIP program will continue for at least the next eight (8) years. Further, these efforts have allowed the City to become eligible for the FEMA Community Rating System, which it earned in 2015. The City's stormwater management projects, coupled with the CRS rating, allows for a reduction of homeowners insurance premiums which affected homeowners should experience with their next homeowners insurance renewal.

PLANNING, DEVELOPMENT AND THE ECONOMIC CLIMATE

As the City grows, it is becoming more attractive for development. Most cities grow with a traditional downtown at the core that attracts some residential development at the periphery. Deltona is approximately the equivalent of four traditional cities with over eight times the number of homes and residents of nearby cities. Thus, businesses are now seeking development nearer to their service market, making Deltona and its high volumes of traffic a prime location to open new business ventures.

GENERAL INFORMATION (Continued)

PLANNING, DEVELOPMENT AND THE ECONOMIC CLIMATE (Continued)

All of these efforts are designed to bring the City into the next 50 years with the enthusiasm and expectation that it is a great place for residents to live, work and raise families. With an abundance of schools, recreational facilities, places to work and shop, and growing employment centers towards the healthcare industry, the future for Deltona's economic development looks very bright.

To enhance that sense of place and civic pride, as well as acting as a destination gathering place, Planning and Development Services is involved with the design and permitting of a comprehensive beautification theme to enhance the appearance at City facilities, City gateways, medians, right-of-ways and stormwater ponds within the City. This includes adding bold canopy species at the Howland Blvd. and Saxon Blvd. interchanges with the Florida Department of Transportation (FDOT), placing mid-rise plantings in the medians of Howland Blvd. and at a City-owned lot at the northeast corner of Saxon Blvd. and Normandy Blvd., as well as painting City gateway messaging signs with new plantings. These efforts give Deltona a sense of new beginning and positive accomplishment.

Within the past ten years, the City has gained a ±50,000 square foot multiplex movie theater, a Lowe's home improvement, a fourth Publix grocery store, two WalMart facilities, master planned communities, and numerous ancillary land uses. To accommodate this growth, the City has removed onerous permitting barriers, streamlined the development review process, abandoned an antiquated development of regional impact, replatted lands, completed capacity studies, updated the Land Development Code and is in the process of revisiting impact fees and the establishment of a Community Redevelopment Area. This has also led to more one-stop permitting, efficient permit applications, greater accessibility in scheduling inspections, better customer service in permitting, new and exciting projects in the WalMart Neighborhood Center, associated retail building, the Florida Hospital Fish Imaging Center, the purchase of property for Halifax Hospital expansion, a new assisted living facility, an essential public utility substation, three Racetrac stores, a Tractor Supply Company development, the rehabilitation of Deltona's first shopping center, and commercial development on smaller tracts.

The City continues with construction of the Eastern Water Reclamation Facility and the regional pump station located near the intersection of Howland and Elkcam Boulevards. Completion of these facilities will guide and facilitate development throughout the City for the next several decades, with capacity also becoming available at the Fisher Water Reclamation Facility. The first phase of the operational plant will be completed by the end of 2015 and approximately 1.5 million gallons per day will be available for wastewater processing. At the same time, this creates additional capacity at the existing Fisher Plant for more potential development.

GENERAL INFORMATION (Continued)

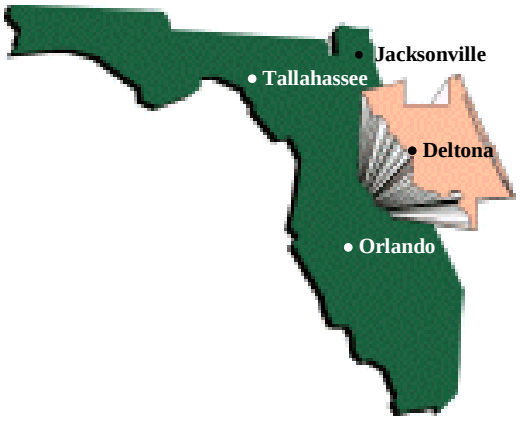
HOUSING AND COMMUNITY DEVELOPMENT

The City of Deltona receives grant funds from the Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) and Neighborhood Stabilization Program (NSP) activities to administer housing, community development and public service initiatives that are aimed at strengthening communities through partnerships, collaboration, and empowerment to promote self-sufficiency. The City also receives grant money from the State of Florida State Housing Initiative Partnership (SHIP). Maintaining home ownership and providing affordable housing options for low income residents is one of the key goals of these programs, especially the SHIP and NSP.

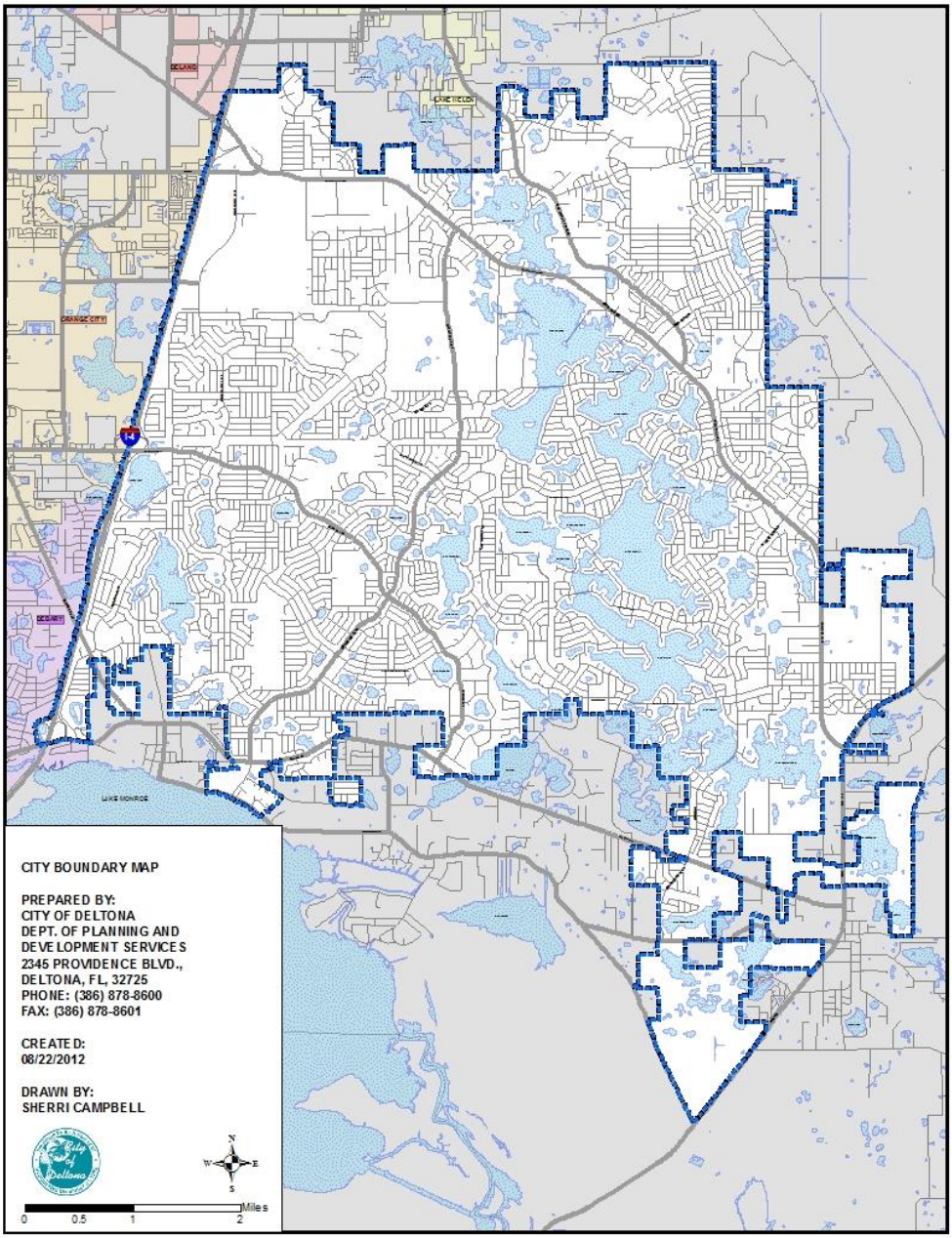
Public service programs such as mentoring, college scholarships, childcare, homelessness prevention and senior activities are only a few of the social services programs funded through CDBG funds. Other projects slated for CDBG funding include various park improvements/upgrades.

The City has focused its efforts on the aspects of affordable housing and public services with the greatest need within the City. The over $10 million in NSP money has purchased 83 homes, rehabilitated them, and sold 76 homes to families in need of housing. The CDBG and SHIP programs have been instrumental in homelessness prevention and neighborhood stabilization by allowing owners to repair their homes for basic needs, such as reroofing, new kitchens, upgraded electrical and plumbing systems, etc. CDBG monies have also been utilized by the City to ensure social services are operational and serve citizens with the greatest need, upgrades to park equipment, and improving stormwater management facilities.

In addition to the grants received by the City for public services and housing related activities, the City takes a pro-active approach in Code Enforcement in addressing code problems at foreclosed homes to the extent that some of the most blighted homes on a particular street have been condemned. To further this cause, the City will institute a demolition program to make the appearance of the City better and to increase property values. Also, in order to improve Code Enforcement efforts, in 2014 the City Attorney negotiated an agreement with a third party vendor that provides foreclosure registration services to the City. The registration system that was created by, and is managed by, the outside vendor is available to City Code Enforcement staff and provides the City's Code Enforcement staff valuable information concerning homes in foreclosure which are frequently the subject of code violations. The program requires that all homes in foreclosure be registered and be managed by a management company. The registration fees have been another revenue source for the City and are budgeted to be $500,000 for FY 15/16.



The City of Deltona is approximately 41 square miles in size and is located in the southwest corner of Volusia County along the Interstate 4 corridor. The City is approximately 25 miles northeast of Orlando and approximately 25 miles southwest of Daytona Beach.



DEMOGRAPHICS

POPULATION – April 1, 2015	87,497	100.0
As of April 1, 2014	86,360	
HOUSEHOLDS		
Total households	30,223	100.0
Family households (families)	23,046	76.3
With own children under 18 years	9,928	32.8
Married-couple family	16,612	55.0
With own children under 18 years	6,594	21.8
Female householder	4,633	15.3
With own children under 18 years	2,429	8.0
Non-family households	7,177	23.7
Householder living alone	5,458	18.1
Householder 65 years and over	2,216	7.3
Households with dwellers age 18 or less	11,571	38.3
Households with dwellers age 65+	8,048	26.6
AGE		
Under 5 years	5,295	6.2
5 to 9 years	5,890	6.9
10 to 14 years	6,254	7.3
15 to 19 years	6,471	7.6
20 to 24 years	4,857	5.7
25 to 34 years	10,583	12.5
35 to 44 years	11,861	13.9
45 to 54 years	13,072	15.3
55 to 59 years	5,173	6.1
60 to 64 years	4,610	5.4
65 to 74 years	6,056	7.1
75 to 84 years	3,680	4.3
85 years and over	1,380	1.6
SEX		
Male	41,497	48.7
Female	43,685	51.3
RACE		
One race	82,104	96.4
White	65,348	76.7
Black or African American	9,271	10.9
American Indian & Alaskan Native	414	0.5
Asian	1,074	1.3
Hispanic or Latino (of any race)	25,734	30.2
Native Hawaiian & Pacific Islander	49	0.1
Some other race	5,948	7.0
Two or more races	3,078	3.6
HOUSING VALUE *Specified owner-occupied units*		
Less than $50,000	600	2.6
$50,000 to $99,999	4,750	20.3
$100,000 to $149,999	8,891	37.9
$150,000 to $199,999	5,943	25.4
$200,000 to $299,999	2,677	11.4
$300,000 to $499,999	517	2.2
$500,000 to $999,999	0	0.0
$1,000,000 or more	52	.2

AREA	41	sq. miles
HOUSING UNITS-OCCUPIED	30,223	100.0
Owner-occupied housing units	24,623	81.5
Renter-occupied housing units	5,600	18.5
HOUSEHOLD INCOME		
Less than $10,000	1,477	5.3
$10,000 to $14,999	1,560	5.6
$15,000 to $24,999	3,162	11.3
$25,000 to $34,999	2,412	8.6
$35,000 to $49,999	5,129	18.3
$50,000 to $74,999	6,510	23.2
$75,000 to $99,999	2,992	10.7
$100,000 to $149,999	3,152	11.2
$150,000 to $199,999	962	3.4
$200,000 or more	693	2.5
Median household income (dollars)	50,682	(X)
OCCUPATION		
Management, professional	8,443	23.1
Service occupations	8,094	22.2
Sales and office occupations	11,244	30.8
Construction, extraction, maint.	5,235	14.3
Production, transportation, & moving materials	3,491	9.6
VEHICLES / HOUSEHOLD		
None	691	2.5
1	9,230	32.9
2	14,258	50.8
3 or more	3,870	13.8
SCHOOL YEARS COMPLETED		
Population 25 years and over	56,624	100.0
Less than 9th grade	1,983	3.5
9th to 12th grade, no diploma	6,564	11.6
High school graduate or GED	19,682	34.8
Some college, no degree	14,026	24.8
Associate's degree	5,173	9.1
Bachelor's degree	5,970	10.5
Graduate or professional degree	3,226	5.7
Percent high school graduate or higher	(X)	84.9
Percent bachelor's degree or higher	(X)	16.2
AGE OF HOUSING		
1939 or earlier	54	0.2
1940 to 1959	284	0.9
1960 to 1969	1,748	5.3
1970 to 1979	3,921	12.0
1980 to 1989	12,282	37.5
1990 to 1999	7,559	23.1
2000 to 2004	4,990	15.2
2005 or later	1,897	5.8

(X) = Not Applicable

Information taken from 2010 Census of Population & Housing Summary Report

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EXISTING POPULATION DISTRIBUTION

	Deltona		*Volusia County*		*Florida*	
	Number	Percent	Number	Percent	Number	Percent
All Persons	85,182	100	494,593	100.0	18,801,310	100
Under 5 years	5,295	6.2	24,337	4.9	1,073,506	5.7
5 to 9 years	5,890	6.9	24,819	5.0	1,080,255	5.7
10 to 14 years	6,254	7.3	26,923	5.4	1,130,847	6.0
15 to 19 years	6,471	7.6	31,095	6.3	1,228,382	6.5
20 to 24 years	4,857	5.7	30,798	6.2	1,228,758	6.5
25 to 34 years	10,583	12.5	50,842	10.2	2,289,545	12.2
35 to 44 years	11,861	13.9	56,611	11.4	2,431,254	13.0
45 to 54 years	13,072	15.3	74,193	15.0	2,741,493	14.6
55 to 59 years	5,173	6.1	35,429	7.2	1,202,418	6.4
60 to 64 years	4,610	5.4	35,257	7.1	1,135,250	6.0
65 to 74 years	6,056	7.1	53,767	10.9	1,727,940	9.2
75 to 84 years	3,680	4.3	35,872	7.2	1,097,537	5.9
85 years and over	1,380	1.6	14,650	3.0	434,125	2.3

EXISTING POPULATION: RACE AND ETHNICITY

	Deltona		*Volusia County*		*Florida*	
	Number	Percent	Number	Percent	Number	Percent
One race	82,104	96.4	484,083	97.9	18,328,733	97.5
White	65,348	76.7	408,256	82.5	14,109,162	75.0
Black or African American	9,271	10.9	51,791	10.5	2,999,862	16.0
Am. Indian &Alaska Native	414	0.5	1,778	0.4	71,458	0.4
Asian	1,074	1.3	7,567	1.5	454,821	2.4
Asian Indian	202	0.2	2,200	0.4	128,735	0.7
Chinese	148	0.2	1,105	0.2	72,248	0.4
Filipino	295	0.3	1,479	0.3	90,223	0.5
Japanese	33	0.0	264	0.1	13,224	0.1
Korean	46	0.1	543	0.1	26,205	0.1
Vietnamese	111	0.1	822	0.2	58,470	0.3
Other Asian [1]	239	0.3	1,154	0.2	65,716	0.3
Native Hawaiian & Pacific Islander	49	0.1	204	0.0	12,286	0.1
Native Hawaiian	6	0.0	54	0.0	2,809	0.0
Guamanian or Chamorro	15	0.0	40	0.0	3,747	0.0
Samoan	5	0.0	35	0.0	1,153	0.0
Other Pacific Islander [2]	23	0.0	75	0.0	4,577	0.0
Some other race	5,948	7.0	14,487	2.9	681,144	3.6
Two or more races	3,078	3.6	10,510	2.1	472,577	2.5
Race alone with one or more races[3]						
White	67,871	79.7	417,344	84.4	14,488,435	77.1
Black or African American	10,744	12.6	56,417	11.4	3,200,663	17.0
American Indian and Alaska Native	1,044	1.2	4,640	0.9	162,562	0.9
Asian	1,586	1.9	9,750	2.0	573,083	3.0
Native Hawaiian and Other Pacific Islander	163	0.2	612	0.1	39,914	0.2
Some other race	7,090	8.3	17,079	3.5	844,318	4.5

Information from 2010 U.S. Census; [1]Other Asian alone, or two or more Asian categories; [2] Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories; [3] In combination with one or more of the other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

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HISPANIC OR LATINO RACE – TOTAL POPULATION

Hispanic or Latino Race Total Population	**85,182**	**100.0**	**494,593**	**100.0**	**18,801,310**	**100.0**
Hispanic or Latino (of any race)	25,734	30.2	55,217	11.2	4,223,806	22.5
Mexican	1,340	1.6	11,757	2.4	629,718	3.3
Puerto Rican	17,661	20.7	27,679	5.6	847,550	4.5
Cuban	1,548	1.8	3,617	0.7	1,213,438	6.5
Other Hispanic or Latino	5,185	6.1	12,164	2.5	1,533,100	8.2
Not Hispanic or Latino	59,448	69.8	439,376	88.8	14,577,504	77.5
White alone	48,502	56.9	372,982	75.4	10,884,722	57.9

Information from 2010 U.S. Census of Population and Housing

EXISTING POPULATION: EDUCATIONAL ATTAINMENT

	Deltona		Volusia County		Florida	
All Persons 25 years and over	56,624	Percent	355,183	Percent	13,077,179	Percent
Less than 9th grade	1,983	3.5	12,332	3.5	751,011	5.7
9th to 12th grade, no diploma	6,564	11.6	33,567	9.5	1,148,040	8.8
High school graduate (includes equivalency)	19,682	34.8	113,359	31.9	3,916,584	29.9
Some college, no degree	14,026	24.8	86,589	24.4	2,768,783	21.2
Associate degree	5,173	9.1	35,120	9.9	1,121,500	8.6
Bachelor's degree	5,970	10.5	46,627	13.1	2,171,876	16.6
Graduate or professional degree	3,226	5.7	27,589	7.8	1,199,375	9.2
Percent high school graduate or higher	(X)	84.9	(X)	87.1	(X)	85.5
Percent bachelor's degree or higher	(X)	16.2	(X)	20.9	(X)	25.8

Information from 2010 U.S. Census of Population and Housing

EXISTING POPULATION: INCOME BY HOUSEHOLDS IN 2009

	Deltona		Volusia County		Florida	
	Number	Percent	Number	Percent	Number	Percent
Less than $10,000	1,477	5.3	16,796	8.8	587,347	8.3
$10,000 to $14,999	1,560	5.6	14,273	7.5	442,863	6.3
$15,000 to $24,999	3,162	11.3	23,642	12.4	889,272	12.6
$25,000 to $34,999	2,412	8.6	24,379	12.8	859,410	12.2
$35,000 to $49,999	5,129	18.3	32,512	17.0	1,107,501	15.7
$50,000 to $74,999	6,510	23.2	36,012	18.9	1,284,928	18.3
$75,000 to $99,999	2,992	10.7	18,772	9.8	750,571	10.7
$100,000 to $149,999	3,152	11.2	16,548	8.7	678,016	9.6
$150,000 to $199,999	962	3.4	4,084	2.1	215,741	3.1
$200,000 or more	693	2.5	3,739	2.0	219,419	3.1
Median household income	$50,682	(X)	$41,556	(X)	$44,409	(X)

Information from 2010 U.S. Census of Population and Housing

EXISTING HOUSEHOLDS: NUMBER AND AVERAGE SIZE

	Deltona	Volusia County	Florida
Number of Housing Units	24,623	150,443	4,998,979
Average Size	2.72	2.31	2.47

Information from 2010 U.S. Census of Population and Housing

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EXISTING HOUSEHOLDS BY TYPE

	Deltona		Volusia County		Florida	
	Number	Percent	Number	Percent	Number	Percent
Total households	30,223	100.0	208,236	100.0	7,420,802	100.0
Family households (families)	23,046	76.3	130,386	62.6	4,835,475	65.2
With own children under age 18	9,928	32.8	45,099	21.7	1,932,725	26.0
Married-couple family	16,612	55.00	95,398	45.8	3,457,149	46.6
With own children under age 18	6,594	21.8	27,875	13.4	1,230,374	16.6
Female householder	4,633	15.3	25,160	12.1	1,005,042	13.5
With own children under age 18	2,429	8.0	12,517	6.0	530,343	7.1
Non-family households	7,177	23.7	77,850	37.4	2,585,327	34.8
Householder living alone	5,458	18.1	61,439	29.5	2,021,781	27.2
Householder 65 years and over	2,216	7.3	28,164	13.6	824,389	11.1

Information from 2010 U.S. Census of Population and Housing

PRINCIPAL TAXPAYERS
FISCAL YEAR ENDED SEPTEMBER 30, 2014

Taxpayer	Type of Business	Taxable Assessed Value	Percentage of Total Taxable Assessed Value
Duke Energy Florida, Inc. (formerly Florida Power Corp.)	Utility	$ 26,210,298	1.6%
Florida Power & Light Company	Utility	18,055,649	1.1%
Wal-Mart Stores East LP	Discount Dept. Store	12,796,902	0.8%
Federal National Mortgage Assoc.	Real Estate	11,078,060	0.7%
IH2 Property Florida LP	Real Estate	9,218,578	0.6%
Lowe's Home Centers, Inc.	Home Improvement Store	8,677,386	0.5%
Bright House Networks LLC	Utility	8,255,858	0.5%
Publix Super Markets, Inc.	Grocery Store	7,370,097	0.4%
D O T Properties N V	Real Estate	6,940,500	0.4%
EPIC Properties of Deltona LLC	Theatre/Auditorium	6,221,163	0.4%
All Other		1,546,587,818	93.1%
	Total	$1,661,412,309	100.0%

Source: County of Volusia Property Appraiser

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MISCELLANEOUS STATISTICS
(Estimated as of September 30, 2015)

General City Information

Date of incorporation	December 31, 1995
Form of Government	Commission – City Manager
Area in square miles	41
Number of paved streets	1,640
Miles of maintained streets	423.54
Developed lots	33,726
Platted single-family residential lots	36,777

Fire Protection

Number of stations	5
Number of Firefighters and Officers (Fire Operations)	69
Number of Administrative Staff and Communications	8
Number of calls (alarms) answered	9,304
Number of inspections conducted	3,697

Law Enforcement Protection (Contracted services through County of Volusia Sheriff's Office)

Number of Stations	1
Number of Sworn Officers	76
Number of Clerical Staff	3

Parks and Recreation

Number of Community Parks	11
Number of Neighborhood Parks	7
Number of Urban Open Spaces	1
Number of Tot Lots	1
Developed Park Area	303.53 Acres
Undeveloped Park Area	284 Acres
Baseball Fields (Dewey-4; Vann-4; Wes Crile-2; Timber Ridge-1; Dwight Hawkins-2; Manny-2)	15
Basketball Courts	11
Football Fields	1
Multi-Purpose Fields (Festival; Campbell; Wes Crile; Harris Saxon; Keysville; Hoffman; Dwight Hawkins; Manny; Dewey-2)	10
Playgrounds	18
Racquetball Courts	3
Shuffleboard Courts	28
Soccer Fields	10
Tennis Courts (Campbell-1; Wes Crile-4; Harris Saxon-2)	6
Volleyball Courts (Outdoors-Campbell & Lake Gleason; Indoor-Wes Crile)	3
Softball Fields (Dupont Lakes-2; Vann-1)	3
Gymnasium (Wes Crile)	1

Public Schools

Number of Elementary Schools	9
Number of Middle Schools	3
Number of High Schools	2

Sewage System

Miles of sanitary sewers	93
Number of treatment plants	1
Average number of active service connections	6,142
Daily average treatment in gallons	0.8 mgd
Permitted average daily capacity in gallons	1.40 mgd

Water System

Miles of water mains	501
Average number of active services connections	33,436
Number of fire hydrants	1,165
Daily average consumption in gallons	7.28 mgd
Maximum day consumption in gallons	11.104 mgd
Permitted maximum daily capacity in gallons	21.276 mgd
Number of active Water Treatment Plants	12

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ORGANIZATIONAL CHART

Citizens of Deltona

Elected Officials
John C. Masiarczyk, Sr., Mayor

Nancy Schleicher, District 4, Vice Mayor
Diane J. Smith, District 2
Brian Soukup, District 5
Mitch Honaker, District 1
Heidi Herzberg, District 3
Chris Nabicht, District 6

Various Appointed Boards & Committees

City Manager
Jane K. Shang

City Attorney
Gretchen "Becky" Vose

City Clerk's Office
Joyce Raftery, CMC, City Clerk

Building & Enforcement Services Department
Dale Baker, Director
- *Enforcement Services Division*
- *Solid Waste Division*
- *Construction Services Division*

Finance
Robert "Bob" Clinger, CPA
Director
- *Accounting/Payroll*
- *Budget & Operational Services*
- *Fiscal Services*
- *Purchasing*

Human Resources
Vacant, Director
- *Human Resources*
- *Risk management*

Deputy City Manager
Dale Baker

Information Technology
Steve Narvaez, IT Director

Parks & Recreation
William "Steve" Moore, Director
- *Facilities Maintenance*
- *LEC/Amphitheatre Scheduling*
- *Community/Special Events*

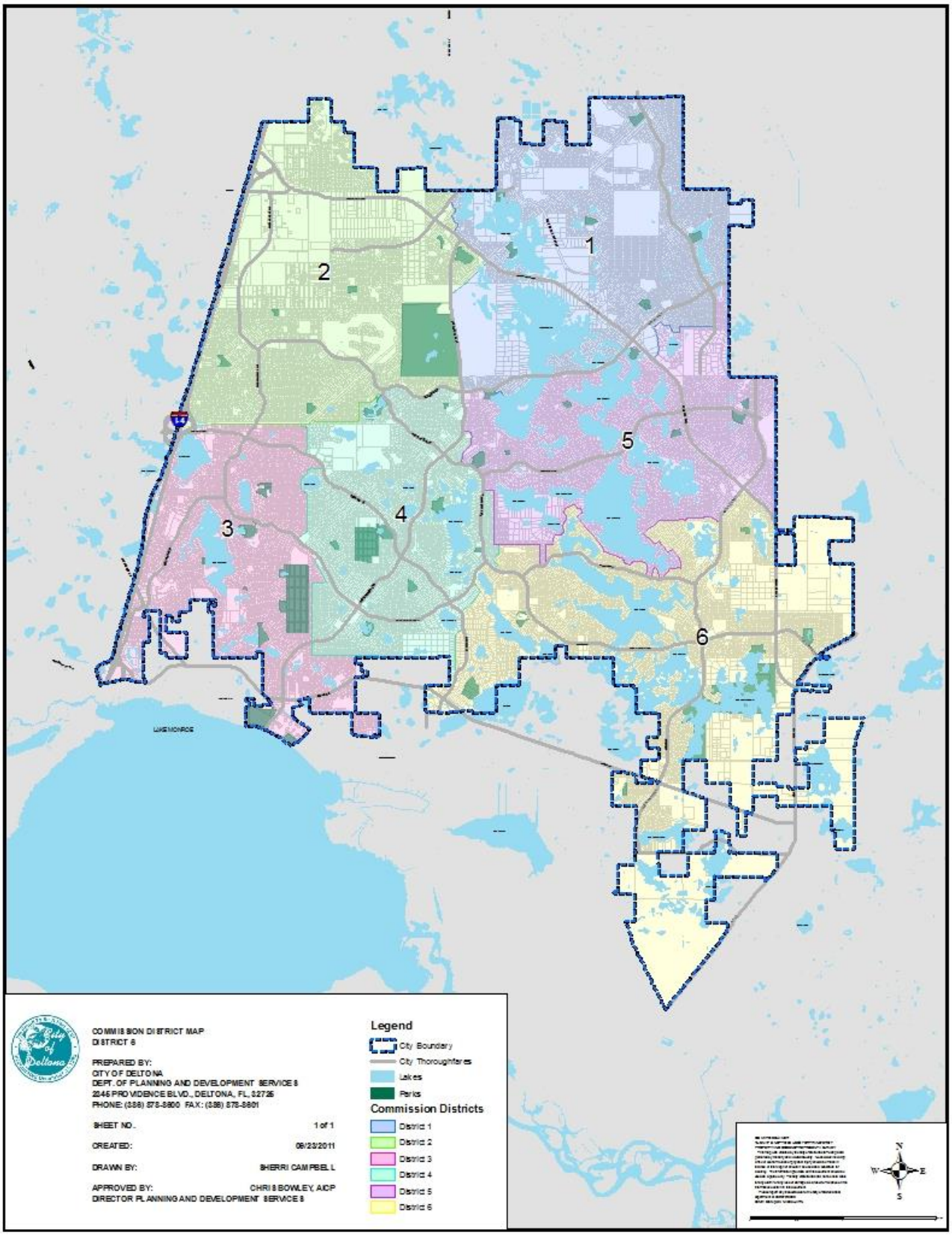
Public Works
Gerald Chancellor, Director
- *Utilities*
- *Engineering*
- *Field Operations*
- *Fleet Maintenance*
- *Stormwater*
- *Traffic Operations*
- *Water & Wastewater Operations*
- *Eastern Wastewater Treatment Plant*

Fire / Rescue Department
Mark Rhame, Fire Chief
- *Operations/Combat*
- *Emergency Management/ Administration*
- *Fire Loss Management*

Law Enforcement
Captain Erik Eagan
District Commander
Contracted services with Volusia County Sheriff's Office

Planning & Development Services
Chris Bowley, Director
- *Economic Development*
- *Short Range Planning*
- *Long Range Planning*
- *Community Development*

COMMISSION DISTRICT MAP



BUDGET SUMMARY - FULL TIME EQUIVALENT HISTORICAL STAFFING SUMMARY

	FY13	FY14	Estimated Actual FY15	Change	FY16
GENERAL FUND:					
City Commission	1.0	1.0	1.0	0.0	1.0
City Manager	6.5	7.5	7.0	1.0	8.0
City Clerk	5.5	5.5	5.5	0.0	5.5
Finance Department	12.0	12.0	11.0	1.0	12.0
Information Technology Services	5.5	6.0	6.0	1.0	7.0
City Attorney	2.0	2.0	2.0	0.0	2.0
Planning & Development Services	8.0	8.0	7.0	0.0	7.0
Building & Enforcement Services					
Construction Services	10.5	10.5	10.5	(3.0)	7.5
Enforcement Services	16.0	16.0	18.0	0.0	18.0
	26.5	26.5	28.5	(3.0)	25.5
Human Resources	4.5	4.5	4.5	0.0	4.5
General Government	0.0	0.0	0.5	0.5	1.0
Fire/Rescue					
Administration Division	8.0	8.0	8.0	3.0	11.0
Operations Division	69.0	69.0	69.0	0.0	69.0
	77.0	77.0	77.0	3.0	80.0
Public Works					
Traffic Operations	6.0	6.0	6.0	0.0	6.0
Engineering Division	5.0	5.0	5.0	0.0	5.0
Field Operations	10.0	10.0	10.0	0.0	10.0
Administration Division	2.0	2.0	2.0	0.0	2.0
Fleet Maintenance	5.0	5.0	6.0	0.0	6.0
	28.0	28.0	29.0	0.0	29.0
Parks & Recreation	25.0	26.0	26.5	0.5	27.0
TOTAL GENERAL FUND	201.5	204.0	205.5	4.0	209.5
SPECIAL REVENUE FUNDS:					
Stormwater Fund	26.0	26.0	28.0	0.0	28.0
Solid Waste Fund	2.0	2.0	2.0	0.0	2.0
Neighborhood Stabilization (NSP 1)	1.5	2.0	2.0	0.0	2.0
Neighborhood Stabilization (NSP 3)	1.0	1.0	1.0	0.0	1.0
TOTAL SPECIAL REVENUE FUNDS	30.5	31.0	33.0	0.0	33.0
ENTERPRISE FUND:					
Water Utility Services					
Administration	6.0	7.0	7.0	1.0	8.0
Water Plant Operations	11.0	12.0	13.0	0.0	13.0
Wastewater Plant Operations	9.0	9.0	9.0	1.0	10.0
Customer Service/Billing	16.0	16.0	17.0	0.0	17.0
Water/WW Field Operations	22.0	23.0	24.0	0.0	24.0
Eastern Wastewater Treatment Plant	0.0	0.0	6.0	0.0	6.0
TOTAL ENTERPRISE FUND	64.0	67.0	76.0	2.0	78.0
TOTAL ALL FUNDS	296.0	302.0	314.5	6.0	320.5

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BUDGET SUMMARY - STAFFING CHANGES

	Number of Postions (full & part-time) by Department									Budgeted Full-time Equivalents		
	FY15			Change			FY16					
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FY15	Change	FY16
GENERAL FUND												
City Commission	1.0	-	1.0	-	-	-	1.0	-	1.0	1.0	-	1.0
City Manager	6.0	2.0	8.0	1.0	-	1.0	7.0	2.0	9.0	7.0	1.0	8.0
City Clerk	5.0	1.0	6.0	-	-	-	5.0	1.0	6.0	5.5	-	5.5
Finance Department	11.0	-	11.0	1.0	-	1.0	12.0	-	12.0	11.0	1.0	12.0
Inf. Technology Services	6.0	-	6.0	1.0	-	1.0	7.0	-	7.0	6.0	1.0	7.0
City Attorney	2.0	-	2.0	-	-	-	2.0	-	2.0	2.0	-	2.0
Planning & Development Srvcs.	7.0	-	7.0	-	-	-	7.0	-	7.0	7.0	-	7.0
Building & Enforcement Services												
Construction Services	10.0	1.0	11.0	(3.0)	-	(3.0)	7.0	1.0	8.0	10.5	(3.0)	7.5
Enforcement Services	18.0	-	18.0	-	-	-	18.0	-	18.0	18.0	-	18.0
	28.0	1.0	29.0	(3.0)	-	(3.0)	25.0	1.0	26.0	28.5	(3.0)	25.5
Human Resources	4.0	1.0	5.0	-	-	-	4.0	1.0	5.0	4.5	-	4.5
General Government	-	1.0	1.0	-	1.0	1.0	-	2.0	2.0	0.5	0.5	1.0
Fire/Rescue												
Administration Division	8.0	-	8.0	3.0	-	3.0	11.0	-	11.0	8.0	3.0	11.0
Operations Division	69.0	-	69.0	-	-	-	69.0	-	69.0	69.0	-	69.0
	77.0	-	77.0	3.0	-	3.0	80.0	-	80.0	77.0	3.0	80.0
Public Works												
Traffic Operations	6.0	-	6.0	-	-	-	6.0	-	6.0	6.0	-	6.0
Engineering Division	5.0	-	5.0	-	-	-	5.0	-	5.0	5.0	-	5.0
Field Operations	10.0	-	10.0	-	-	-	10.0	-	10.0	10.0	-	10.0
Administration	2.0	-	2.0	-	-	-	2.0	-	2.0	2.0	-	2.0
Fleet Maintenance	6.0	-	6.0	-	-	-	6.0	-	6.0	6.0	-	6.0
	29.0	-	29.0	-	-	-	29.0	-	29.0	29.0	-	29.0
Parks & Recreation	21.0	11.0	32.0	-	1.0	1.0	21.0	12.0	33.0	26.5	0.5	27.0
SPECIAL REVENUE FUNDS												
Stormwater Fund	28.0	-	28.0	-	-	-	28.0	-	28.0	28.0	-	28.0
Solid Waste Fund	2.0	-	2.0	-	-	-	2.0	-	2.0	2.0	-	2.0
Neighborhood Stab. (NSP 1)	2.0	-	2.0	-	-	-	2.0	-	2.0	2.0	-	2.0
Neighborhood Stab. (NSP 3)	1.0	-	1.0	-	-	-	1.0	-	1.0	1.0	-	1.0
ENTERPRISE FUND												
Water Utility Services												
Administration	7.0	-	7.0	1.0	-	1.0	8.0	-	8.0	7.0	1.0	8.0
Water Plant Operations	13.0	-	13.0	-	-	-	13.0	-	13.0	13.0	-	13.0
Wastewater Plant Operations	9.0	-	9.0	1.0	-	1.0	10.0	-	10.0	9.0	1.0	10.0
Customer Service/Billing	17.0	-	17.0	-	-	-	17.0	-	17.0	17.0	-	17.0
Water/WW Field Operations	24.0	-	24.0	-	-	-	24.0	-	24.0	24.0	-	24.0
Eastern WW Treatment Plant	6.0	-	6.0	-	-	-	6.0	-	6.0	6.0	-	6.0
	76.0	-	76.0	2.0	-	2.0	78.0	-	78.0	76.0	2.0	78.0
Total City Staff	**306.0**	**17.0**	**323.0**	**5.0**	**2.0**	**7.0**	**311.0**	**19.0**	**330.0**	**314.5**	**6.0**	**320.5**
Full Time Equivalent	**306.0**	**8.5**	**314.5**	**5.0**	**1.0**	**6.0**	**311.0**	**9.5**	**320.5**			

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VISION 2026

VISION STATEMENT

Deltona is a premiere City that takes pride in our neighborhoods and embraces the diversity of our residents. This caring community provides a high quality of life where people live, work and play in a safe and secure environment. With an appreciation for our history, and our location along the St. John's River, we ensure a sustainable future through the careful stewardship of our resources.

MISSION STATEMENT

It is the mission of the Deltona City Government to anticipate and provide for the needs of its residents with quality service, innovation and leadership for today and in the future.

GOALS & OBJECTIVES

1. **Overall Development**
   a. Assure a variety of housing options in the city
   b. Create an overall development plan for the city, including a strategic plan with citizen input
   c. Develop financially feasible strategic capital projects list
2. **Infrastructure**
   a. Develop plans for city-wide expansion of the sewer system
   b. Build sewer treatment plant
   c. Continue road program improvements, new roads
3. **Financial Sustainability**
   a. Develop strategies to kick-start development of activity centers
   b. Review budget process for possible improvements
4. **Internal and External Communication**
   a. Protect home rule powers
   b. Improve proactive efforts to get information to all the public, media, etc.
5. **Economic Development and Redevelopment**
   a. Redevelopment plans for Deltona Blvd. and Saxon Blvd.
   b. Develop overall economic development plan
   c. Expansion of medical facilities on east side (SR 415)
6. **Public Services**
   a. Develop additional parks and recreational facilities
   b. Assess social service needs and appropriate role for the city in provision of them
   c. Build a public safety complex
7. **Beautification**
   a. Develop comprehensive, city-wide beautification plan

From left to right: Commissioners Heidi Herzberg, Vice Mayor Nancy Schleicher, and Diane J. Smith, Mayor John C. Masiarczyk Sr., Commissioners Mitch Honaker, Chris Nabicht and Brian Soukup.

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CROSS-REFERENCE BETWEEN VISION 2026 AND DEPARTMENTAL GOALS AND OBJECTIVES

Goals & Objectives	Overall Development	Infrastructure	Financial Sustainability	Internal and External Communication	Economic Development & Redevelopment	Public Services	Beautification
City Manager	✓		✓	✓	✓		
City Clerk				✓			
Construction Services				✓			
Planning and Development	✓	✓	✓		✓		✓
Enforcement Services							✓
Finance Department	✓		✓				
Inf. Technology				✓			
Fire / Rescue Services						✓	
Human Resources	✓						
Parks & Recreation						✓	✓
Public Works		✓					✓
Water Utility		✓		✓			

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CORE VALUES

Leadership and Learning

Our services and efforts are best when delivered with the creativity and innovation made possible through a team that is prepared to meet the challenges of this City. We fund and expect professional development and continuous learning at all levels in this organization. We develop leaders at every level of this organization, with the expectation that employees and team members will make informed and courageous decisions as leaders to the betterment of this community.

As a leader in the region on public issues and services, Deltona – through the city and through leaders in the community – will continue to exert strong leadership in local and regional affairs.

Human Compassion

We care for all people. We believe that our work is important and should be a source of enjoyment and satisfaction, with services targeted to those most in need. We place great emphasis upon the personal qualities that contribute to that environment: informality, humility, energy, independence of thought, a ready sense of humor and a caring attitude.

Pride

We take pride in our City and community, and are proud of the community's values. The efforts and actions of Deltona reflect the community values of integrity, inclusion, compassion, respect, trust and commitment.

Honesty and Integrity

Our actions and relationship with the community are guided by an internal sense of honesty and integrity. We believe in honest and open government that accentuates best business practices. We are dedicated to the highest ideal of integrity, openness and fairness in dealing with Deltona's residents and its employees. We are committed to the careful stewardship of our resources, including human, financial, and physical.

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CORE VALUES (Continued)

Inclusiveness and Diversity

We recognize and appreciate the uniqueness of each individual. We value the contribution made and the synergy created by different experiences and perspectives. We celebrate the diversity of our community by providing a wide array of specialized services to encourage inclusiveness. We are committed to actively seeking public participation, and we promote a public process whereby we can respond to the community's needs while balancing competing interests and diverse opinions.

Respect

We promote mutual respect, courtesy, inclusion and thoughtfulness in all interactions, and we provide a high level of customer service and responsiveness by City staff to residents. We treat all individuals with dignity, we respect every opinion, and we listen to all sides.

Commitment

We accept the challenge of change and are committed to the future of this City and this community. We are committed to continually enhancing the safety, environment, quality of life, and economic sustainability of our community. We are problem solvers, and we constantly look for new and better ways to deliver services. We seek to be innovative, take reasonable risks, learn from our mistakes and always strive for excellence.

Trust

We encourage and develop an atmosphere of mutual trust and appreciation among residents, employees, and policy-makers. We will ensure that communication constructively touches the lives of individuals in order to attract their participation in the democratic process. We will use clear, factual, timely communication and a variety of media to widely disseminate information in the community and to stimulate trust and understanding among all.

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FIVE-YEAR STRATEGIC ECONOMIC DEVELOPMENT PLAN

The City Commission is in the process of updating its Five-Year Strategic Economic Development Plan.

MISSION

The mission of the Five-Year Strategic Economic Development Plan is to shape the existing and future economic fabric of the City of Deltona by being proactive in business retention, expansion, and attraction.

STRENGTH AND WEAKNESSES

Deltona is well located to take advantage of growth within the region. The City is equidistant to Orlando and Daytona Beach and is an extension of the northern Orlando real estate market that includes Seminole County. The City's major economic strengths and weaknesses are:

Strengths

- Redevelopment potential
- Land for non-residential development
- A large percentage of existing homes
- A young and diverse workforce
- Established neighborhoods
- Growth-oriented government
- Positive permitting cooperation
- Affordable Housing
- Expansion of the eastern Howland Boulevard and SR 415 area
- Proximity to I-4 with 3 interchanges
- First functional multi-commercial intersection on I-4 west of Daytona Beach
- Good transportation network
- Lower crime, taxes, and land costs
- Green infrastructure
- Good recreational facilities

Weaknesses

- Former anti-growth mentality
- Lack of central sanitary sewer to all areas of the City
- Perception of lack of commercial land
- Slowness of existing development in economic downturn
- Past competition with area cities
- No downtown core

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BUDGET PROCESS

GENERAL DESCRIPTION

The budget communicates the Mayor & City Commission's vision and priorities for the upcoming fiscal year to the citizens of the City. Preparing the budget document is a major effort that affects many City employees. Once the budget document is approved, much of the City's daily business is impacted by procedures related to securing approvals, documenting transactions and reporting on the results in order to ensure compliance with the budget documents used to communicate and carry out the Commission's plan. The following describes the budget process.

PREPARATION

In April of each year, Department Heads receive a budget preparation package which includes current year budget information, year-to-date actual data and historical data for their respective departments. Each Department Head then prepares and submits budget requests for the upcoming fiscal year, including sufficient justification for expenses.

The budget requests are reviewed and revised by the City's Management staff. Upon completion of this review the budget is prepared by the Finance Department and presented to the City Commission by the City Manager.

ADOPTION

Procedures and specific timetables for adoption of the City's annual budget are mandated by Florida State Statute and must be strictly adhered to. The City must demonstrate compliance with State requirements and certify compliance to the State in the manner specified.

The proposed General Fund budget is distributed to the Mayor and City Commission in July; the proposed budgets for the remaining funds are distributed to the Mayor and City Commission in August. Copies are then made available to the public and press and summaries are available to those requesting them. Workshops, open to the public, are typically held to review the proposed budgets. The purpose of these meetings is to establish a general consensus on any changes desired to be made and the establishment of a proposed millage rate to be utilized by the County Property Appraiser's Office in the mailing of the "Notice of Proposed Property Taxes" to City property owners.

Two public hearings are held in September, as required by Florida State Statute. At the first hearing, the Mayor and City Commission adopt a tentative millage rate for property taxes and a tentative budget. Within 15 days, a half-page advertisement summarizing the budget and inviting the public to the final budget hearing is publicized in a newspaper(s) of general circulation in the County. At the second hearing, the Mayor and City Commission adopt the final millage rate and budget.

AMENDMENTS AND TRANSFERS

The process of amending and modifying the budget is specified in the City's Charter. The City Manager has authority to transfer funds among line items within a department. City Commission approval is required for all budget amendments, which includes transfers among departments, transfers involving contingency, reserve allocations, increases or decreases in the total budget.

Any amendments recommended by the City Manager throughout the fiscal year are usually prompted by significant changes in circumstances. These recommended amendments are presented, as they occur, to the City Commission in an agenda item at a regularly scheduled City Commission meeting.

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FY 15/16 BUDGET CALENDAR

April 21, 2015	• Budget Preparation Begins – City Manager Provides Directors Guidance on Issues to be addressed, and Budget Workbooks Distributed to Departments
April 21 – May 21, 2015	• Departments complete Budget Submittal Packages • Finance Department completes preliminary budget work
April 27, 2015 (5:30 p.m.)	• City Commission Budget Strategy Workshop • Proposed Stormwater Assessment Rate Discussion Workshop
May 1, 2015	• All requests for personnel changes to be submitted to HR by **May 1st**
May11 – 15, 2015	• Personal Services meeting with City Manager, Human Resources Director and Budget Team with Department Directors
May 21, 2015	• Departments submit **complete Budget Packages** to Finance Director (including Goals and Objectives, Capital and Performance Measures) (See separate schedule for Stormwater Waste Assessment deadlines)
May 21 – June 19, 2015	• Compilation of Budget data by Finance Department
June 1, 2015	• Letter stating the Pre-Preliminary Estimate of Assessed Taxable Value received **from** the County Property Appraiser's Office
June 8 – 12 – 1st meeting June 15 – 19 – 2nd meeting	• Budget review by City Manager and Finance Director with Department Directors • Budget revisions by Departments, as needed

June 15, 2015
(6:30 p.m.)
	• Commission Meeting
	  ○ Preliminary Rate Resolutions for Special Assessments
	  ▪ Stormwater Utility Assessment
	  ▪ Solid Waste Management Assessment
	  ▪ Streetlighting Districts' Assessment

June 29, 2015	• Non-Ad-Valorem Assessment Public Hearing Notice mailed and published Assessment notice in a generally circulated newspaper (Must be mailed at least 20 days prior to Adoption of the Annual Rate Resolution)
July 1, 2015	• **Form DR-420** Certification of Taxable Value received **from** the County Property Appraiser's Office
July 1 – July 9, 2015	• Budget highlights for City Manager meeting with individual City Commission Members as requested (one on one discussion)

FY 15/16 BUDGET CALENDAR (Continued)

July 13, 2015 (5:30 p.m.)	• Budget Workshop: Draft of Proposed Annual Budget presented to City Commission (General Fund and Capital Project Funds) o Budget Overview, Presentation and Discussion o Proposed Millage Rate Discussion
July 20, 2015 (6:00 p.m.)	• Special Commission Meeting o Tentative Proposed Millage Rate Resolution o Annual Rate Resolutions for Special Assessments ▪ Stormwater Utility Assessment ▪ Solid Waste Management Assessment ▪ Streetlighting Districts' Assessment
By August 3, 2015	• **Form DR-420**, stating the City proposed millage rate, **Preliminary Rate Resolutions for Special Assessments**, and **Form DR-420 MMP** submitted to the County Property Appraiser's Office
August 10, 2015 (5:30 p.m.)	• Budget Workshop: Draft of Proposed Annual Budget presented to City Commission (Special Revenue Funds and Enterprise Fund) o Budget Overview, Presentation and Discussion
August 15, 2015	• Notice of Proposed Property Taxes (TRIM Notice) mailed to residents by County Property Appraiser's Office
September 9, 2015 (5:30 p.m.)	• City Commission Meeting o First Public Hearing: Adoption of Tentative Budget & Millage Rate (Must be done between September 3rd and 18th)
September 17, 2015	• Publication of Budget in Newspaper
September 21, 2015 (6:30 p.m.)	• City Commission Meeting o Second Public Hearing: Adoption of Final Budget & Millage Rate (Must be done 2 to 5 days after publication)
September 23, 2015	• **Certified Copy of Resolution adopting Final Millage Rate** forwarded to **County Property Appraiser's Office** and **Department of Revenue** (Must be done within 3 days of final hearing)
Within 3 days of receipt	• **Form DR-422** completed and certified to the County Property Appraiser's Office
By October 20, 2015	• Certification of Compliance **Form DR-487 and Form DR-420-MM** submitted to Property Tax Administration Program, Department of Revenue, State of Florida. (Must be done within 30 days of final hearing)

Resolution adopting an Ad Valorem Rate for FY 2015-2016 and

Resolution adopting the Final Annual Budget for FY 15-16

Resolutions to be inserted here upon formal adoption of budget

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BASIS OF ACCOUNTING

The modified accrual basis of accounting is generally followed by the Governmental Funds. Under the modified accrual basis of accounting, revenues are recorded when earned, measurable, and available. Available means collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long-term debt, are recorded when the liability is incurred, if measurable.

In applying the "susceptible to accrual" concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the City; therefore, revenues are recognized based on the expenditures recorded. In the other, monies are virtually unrestricted as to the purpose of expenditures and are usually revocable only for failure to comply with the prescribed compliance requirement(s). These resources are reflected as revenues at the time of receipt, or earlier, if the "susceptible to accrual" criteria are met.

Property taxes are recognized when received. Permits, charges for service, fines, forfeitures and other miscellaneous revenues (except investment earnings) are recorded as revenues when received in cash since they cannot be measured until actually received. Investment earnings are recorded as earned since they are measurable and available.

The accrual basis of accounting is used for Proprietary Funds. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The government applies all applicable FASB pronouncements in accounting and reporting for its proprietary operations.

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FINANCIAL POLICIES

I. Background and Purpose

The stewardship of public funds is one of the greatest responsibilities given to the officials and management of the City of Deltona. Therefore, the establishment, adherence and maintenance of prudent fiscal policies enable City officials to protect public interests and ensure public trust.

This document defines the current policies to be used by the City to meet its financial obligations and to operate in a financially prudent manner. These policies have been established to provide general fiscal guidelines and are intended to provide sound direction in the management of the City's financial affairs.

II. General Financial Philosophy

The financial policy of the City of Deltona is to provide a sufficient financial base and the resources necessary to sustain a high level of municipal services to ensure public safety, to maintain the physical infrastructure and surroundings of the City, and to promote the social well-being of the citizens of Deltona.

It shall be the goal of the City to achieve a strong financial condition with the ability to:

- Provide a high level of police, fire and other protective services to assure public health and safety;
- Effectively maintain and improve the City's infrastructure;
- Prudently plan, coordinate, review, and implement responsible community and economic development and growth;
- Withstand local and regional economic impacts; and
- Adjust efficiently to the community's changing service requirements.

III. Accounting System, Auditing and Budgetary Control

The City utilizes a computerized financial accounting system, which includes a system of internal accounting controls. Further, the City has several policies regarding internal account controls. All of the City's financial accounting controls are periodically reviewed and revised as necessary to provide reasonable, but not absolute, assurance regarding:

- The safeguarding of assets against loss from unauthorized use or disposition, and
- The reliability of financial records for preparing financial statements and monitoring accountability for assets.

The concept of reasonable assurance recognizes that:

- The cost of control should not exceed the benefits likely to be derived, and
- The evaluation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the above framework and are believed to adequately safeguard and provide reasonable assurance of proper recording of financial transactions.

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FINANCIAL POLICIES (Continued)

Accounting and budgeting records for governmental fund types and similar trust and agency funds are maintained on a modified accrual basis. Under the modified accrual basis of accounting, revenues are recorded when earned, measurable, and available. Available means collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long-term debt, are recorded when the liability is incurred, if measurable.

Property taxes are recognized when received. Permits, charges for service, fines, forfeitures and other miscellaneous revenues (except investment earnings) are recorded as revenues when received in cash since they cannot be measured until actually received. Investment earnings are recorded as earned since they are measurable and available.

Accounting and budgeting records for proprietary fund types and similar trust funds are maintained on the accrual basis. Under the accrual basis, revenues are recognized when earned and expenses are recognized when incurred. The City applies all applicable GASB pronouncements in accounting and reporting for its proprietary operations.

For the City's proprietary fund, accounting and budget records differ to the extent that depreciation, compensated absences, amortization of prepaid expenses, bad debt expenses and certain other non-cash items are not budgeted for but are a factor in determining fund balance amounts available for appropriation. The budget for the proprietary fund is adopted on a basis consistent with generally accepted accounting principles (GAAP) except that the principal portion of debt service and capital acquisitions are included in budgetary expenditures.

The annual operating budget is proposed by the City Manager and adopted by the City Commission after public participation. The City Charter sets the lowest level of budgetary control at the department level.

The City's Finance Department is solely responsible for the reporting of the financial affairs of the City, both internally and externally. The Finance Director is the City's Chief Financial Officer and is responsible for establishing the Chart of Accounts and for properly recording financial transactions.

The City is audited annually by an outside independent accounting firm ("auditor"). The audit firm must be a licensed CPA that can demonstrate it has the breadth and depth of staff to conduct the City's audit in accordance with generally accepted auditing standards and contractual requirements. The auditor's report on the City's financial statements should be completed within 120 days of the City's fiscal year end, and the auditor will jointly review the management letter with the City Manager and Finance Director within 30 days of its receipt by City staff.

The auditor is retained by, and is accountable directly to, the City Commission and has access to direct communication with the City Commission if City staff is unresponsive to auditor recommendations or if the auditor considers such communication necessary to fulfill its legal and professional responsibilities.

FINANCIAL POLICIES (Continued)

IV. General Budget Policy

- General Description

  Preparing a budget is an essential element of the financial planning, control and evaluation process of the City. The budget document serves as the primary tool for communicating the Mayor & City Commission's vision and priorities for the upcoming fiscal year to the citizens of the City. Preparation of the budget document is a major effort that affects many City employees. Once the budget document is prepared and approved, much of the City's daily business is impacted by procedures related to securing approvals, documenting transactions and reporting on the results to ensure compliance with the budget document used to demonstrate and carry out the Commission's plan.

- Balanced Budget

  The budget must be balanced for all funds. The operating budget is balanced with current revenues, which may include beginning fund balances less required reserves as established by the City Commission, greater than or equal to current expenditures/expenses. (Section 166.241 of Florida Statutes requires that all budgets be balanced).

- Planning

  A calendar will be developed each year to provide the framework necessary to formulate a sound budget. Additionally, this calendar will assist the City in ensuring that the City complies timely with all applicable State and Federal legal mandates.

  The budget process is used in order to identify major policy issues for City Commission consideration prior to the budget approval date and to allow adequate time for sound decisions and analysis of financial impacts.

  The City coordinates development of the capital improvement budget with the development of the annual operating budget.

  Each capital improvement project is reviewed for its on-going impact on the operating budget in terms of revenue generation and additional expenses – personnel required and operating expenses.

- Preparation

  All operating funds are part of the annual budget process and are reflected in the budget document.

  The City Manager presents the proposed budget to the Mayor and City Commission at least thirty (30) days prior to the beginning of each budget year. The budget must be adopted by the City Commission annually no later September 30th and a copy filed with the City Clerk.

- Reporting

  Expenditure reports are available through the City's financial accounting system. This system includes the approved annual operating budget and related transfers and/or amendments for all operating departments/divisions within the City.

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FINANCIAL POLICIES (Continued)

- Control and Accountability

  Each department director is solely responsible for insuring that their department budgets do not exceed budgeted amounts. Failure to achieve budgetary control of their respective department budgets will be investigated by the City Manager.

- Amendments and Transfers

  The process of amending and modifying the budget is specified in the City's Charter. The City Manager has authority to transfer among line items within a department. City Commission approval is required for all budget amendments, which includes transfers among departments, transfers involving contingency, reserve allocations, or increases or decreases in the total budget.

  Amendments or adjustments recommended by the City Manager throughout the fiscal year are usually prompted by significant changes in circumstances. These are documented and explained, as they occur, to the City Commission in an agenda item at a regularly scheduled City Commission meeting.

- Contingency

  The City Manager may recommend establishing a contingent appropriation in any of the operating fund budgets for expenditures in cases of emergency or unforeseen needs.

V. Revenue Policies

- Overview

  The monitoring and control of revenues is a fundamental part of the process of obtaining and maintaining fiscal responsibility. The City's primary revenue policy and goal is to develop and maintain a diversified revenue stream to protect the City from short-term fluctuations in any of its various revenue sources. To accomplish this, revenues are monitored on an on-going basis to insure that receipts from each revenue source are consistent and accounted for. An understanding of the economic and legal factors which directly and indirectly affect the level of revenue collections is an important part of the City's revenue policy. To further reduce the impact of fluctuations in revenue sources, the City's revenue policies establish guidelines regarding the use of one-time and unpredictable revenue sources.

- General Revenue Guidelines

  The City shall be conservative in all revenue forecasts.

  The City will budget a minimum of 95% of anticipated gross ad valorem proceeds as required by State law.

  The City shall ensure that fees charged in enterprise operations are calculated at a level that will support all direct and indirect costs of the enterprise and will support sustainability.

  The City shall ensure that the basis for calculating indirect cost allocations are reviewed periodically and are based on prudent and defensible assumptions.

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FINANCIAL POLICIES (Continued)

Revenue projections for all major non-ad valorem revenue sources will be based on prudent historical trend analysis that takes into account current and projected economic conditions. Budget projections for State-shared revenues (Communications Services Tax, Sales and Half-cent Sales Tax, Revenue Sharing and Fuel Taxes) will be based on the official State of Florida estimates that are provided.

The City will ensure that no revenue source whose terms of acceptance or collection may adversely affect the City will be accepted.

The use of revenues that are pledged to bond holders will conform to bond covenants which commit those revenues.

- Revenue Diversification

The City shall strive to diversify its revenues and create a stable revenue stream in order to protect the City from possible short-term fluctuations in any of its revenue sources.

The City will, after having considered possible cost reduction alternatives, explore the possibility of obtaining new or expanded revenue sources as a way to help insure a balanced budget.

Cost recovery revenue sources will be analyzed on a regular basis and modified as necessary to insure that revenue collections reflect the cost of providing associated City services, when deemed appropriate.

- Fees and Charges

The City will maximize utilization of user charges for services that can be individually identified and where the costs are directly related to the level of service.

Fees will be reviewed and updated on an on-going basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery.

In setting user fees and cost recovery levels, the following factors will be considered: (1) community-wide versus special benefit; (2) service recipient versus service driver; (3) effect of pricing on the demand for services and (4) feasibility of collection and recovery.

The following general concepts will be used in developing and implementing service charges:

- Revenues should not exceed the reasonable cost of providing the service.
- Cost recovery goals are based on the total cost of delivering the service, including direct costs, departmental administrative costs and organization-wide support costs such as accounting, personnel, data processing, vehicle maintenance, insurance etc.
- The method of assessing and collecting fees will be as simple as possible in order to reduce the administrative cost of collection.
- Rate structures will be sensitive to the “market” for similar services as well as to smaller, infrequent users of the service.
- A unified approach will be used in determining cost recovery levels.

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FINANCIAL POLICIES (Continued)

For the City's Enterprise Fund, the City will set fees and rates at levels which fully cover the total direct and indirect costs of the fund, including operations, capital outlay and debt service.

- Use of One-Time Revenues

  To the extent feasible, one-time revenues will be applied toward one-time expenditures; the City will strive not to use one-time revenues to finance on-going programs. On-going revenues should be equal to, or exceed, on-going expenditures.

- Discretionary Revenues

  Unless otherwise stated explicitly by the Commission, the City will not earmark discretionary revenues for specific purposes. This will preserve the ability of the Commission to determine the best use of available revenues to meet changing service requirements.

VI. Expenditure Policies

- Appropriations

  The point of budgetary control is at the department level for all funds. Fund appropriations by the City Commission will be allocated to departments, divisions and line item object codes as deemed appropriate by the City Manager and Finance Director to facilitate managerial control and financial reporting.

  If the City Manager and Finance Director certify that there are available projected revenues for appropriation in excess of those estimated in the adopted budget, the City Commission may authorize supplemental appropriations up to the amount of such excess. All appropriations for operating expenditures shall lapse at the close of the fiscal year. Appropriations for capital expenditures are eligible for carryover into the following fiscal year as appropriate subject to Commission approval.

- Budgetary Requests

  Departments prepare their department/division budget requests at the line item object level set forth by the Finance Director and City Manager. The budget request for City departments/divisions will include itemized lists, as well as supporting documentation, of all desired capital equipment and replacement capital equipment. When possible, program expansions should be offset by reductions in other programs that have proven marginal or from adequate cost recovery charges.

  Emphasis in planning for the delivery of City services centers on the development of goals and performance objectives that lead to desired end results or service levels. Department heads are asked to give careful attention to the identification of specific performance objectives and service levels and to relate budget requests to those objectives.

- Central Control

  No significant salary or capital budgetary excess in any department shall be spent by the

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FINANCIAL POLICIES (Continued)

department director without the prior authorization of the City Manager, or City Commission, if applicable. The City Manager has authority to transfer among line items within a department. City Commission approval is required for transfers/amendments among departments, transfers involving contingency, reserve allocations, or increases in the total budget.

- Purchasing

  All City purchases of goods or services will be made in accordance with applicable State Statutes and the City's current Procurement Policies.

- Prompt Payment

  All invoices approved for payment by the appropriate City staff shall be paid by Accounts Payable within thirty (30) calendar days of receipt.

- Reporting

  The Finance Director will provide to the City Manager a quarterly analysis of financial condition at the end of the second and third quarters as well as near year end describing the financial and/or budgetary conditions of the City. If any actions are required to bring the budget into balance, recommendations for such action will be communicated to the City Manager as soon as practical.

VII. Debt Capacity, Issuance and Management

- Overview

  The City of Deltona Debt Policy is intended to establish a framework for debt issuance and to provide general direction in the planning, implementation and maintenance of the City's debt program. This policy is authorized in the City's Charter Section 6 and the City's Debt Policy and was adopted by Ordinance, ARTICLE IV. - FINANCIAL POLICIES, DIVISION 1. - DEBT POLICY26-02. The following information has been extracted from that Policy and condensed and is intended to highlight the major elements that are applicable to the budget process.

- Purpose for Which Debt can be Issued

  The City may consider long-term financing for the acquisition, maintenance, replacement, or expansion of physical assets (including land) with a useful life of at least five years. The City will typically rely on internally generated funds and/or grants and contributions from other governments to finance its capital needs. Debt will be issued for a capital project only in the case of emergency or when it is an appropriate means to achieve a fair allocation of costs between current and future beneficiaries. Debt shall not, in general, be used for projects solely because insufficient funds are budgeted at the time of acquisition or construction.

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FINANCIAL POLICIES (Continued)

- Debt Limitations

  - *Self-supporting debt.* For the City to issue self-supporting governmental debt, revenues, as defined under the resolution authorizing the revenue bonds in question, shall be a minimum of 110 percent of the average annual debt service and 110 percent of the debt service for the year in which requirements are scheduled to be the greatest, but should be maintained at 125 percent of the maximum annual debt service for financial planning purposes. For proprietary debt, revenues shall be a minimum of 110 percent of the annual debt service in such fiscal year.

  - *Non self-supporting debt.* The City shall conduct an objective analysis as to the community's ability to assume and support additional debt service payments before the issuance of non-self supported debt. The City shall use an analytical approach for its determination.

  - *Debt burden measures.* For the purposes of measuring the general government debt capacity, the City includes all non self-supporting debt under the definition of general government debt. Additionally, the City considers all tax-supported debt to include all non self-supporting debt, as well as the self-supporting governmental debt. This distinction recognizes that self-supporting proprietary programs should be measured by comparing the user rates of comparable governmental providers and that such programs do not directly or indirectly place a burden on taxpayers in the form of increased taxes. As long as the applicable user rates meet the needs of both operations and debt service, the debt program is not considered part of either the general government or tax-supported debt of the City.

- *City Commission commitments.*

  - Act with regard to self-supporting proprietary operations, when necessary, to increase rates to ensure that each operation maintains rate coverage (revenue to debt service ratios) as required by the higher of either City policy or related debt covenants.

  - Limit debt with regard to self-supporting governmental revenues, the level of annual debt service as a percentage of available annual revenues to ensure a reasonable ability to address recurring operations and maintenance and/or capital requirement on a pay-as-you-go basis.

  - Establish debt with regard to all non self-supporting debt and debt limits to ensure current and future flexibility.

- Types of debt permitted and criteria for issuance

  - *Short term debt.* Short-term obligations may be issued to finance projects or portions of projects for which the City ultimately intends to issue long-term debt.

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FINANCIAL POLICIES (Continued)

- *Long term debt.* The City will consider the issuance of long-term debt under the following conditions:
  - One time capital project or capital improvement projects, when the project is included in the City's capital improvement program and appropriated in the budget.
  - An unusual equipment purchase for which it is determined to be economically beneficial for the City to purchase through financing.
  - When a project is not included in the City's capital improvement plan, but it is an emerging critical need whose timing was not anticipated or it is a project mandated immediately by State or Federal requirements.
  - To finance the acquisition or implementation of a self-supporting proprietary or governmental program/activity.
- *General obligation bonds.* When determined to be the most appropriate method of debt issuance, the City will seek approval through a voter referendum to issue general obligation bonds.
- *Revenue debt.* As part of the City's financing activities, specific general fund revenue sources may be identified to pledge for repayment of revenue debt.
- *Variable rate debt.* The City may choose to issue securities that pay a rate of interest that varies according to a pre-determined formula or results from a periodic remarketing of the securities, consistent with State law and covenants of pre-existing bonds, and depending on market conditions.
- *Leasing.* When found to be advantageous, the City may lease equipment and facilities rather than purchase them outright.
- *Conduit debt.* Conduit debt are securities issued by a government agency to finance a project of a third party, such as a non-profit organization or other private entity. The City may sponsor conduit debt for those activities that have a general public purpose and are consistent with the City's overall service and policy objectives.
- *Taxable debt.* The City may issue taxable obligations when determined to be the best method for the intended purpose.
- *Bond anticipation notes.* Use of short-term borrowing, such as bond anticipation notes and tax-exempt commercial paper, will be undertaken only if the transaction costs plus interest of the debt are less than the cost of internal financing or available cash is insufficient to meet working capital requirements.
- *Interfund borrowing.* Interfund borrowing may be used when it would reduce costs of interest, debt issuance, and/or administration.

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FINANCIAL POLICIES (Continued)

- *Other borrowing facilities.* The City may maintain or procure a special facility that will allow for borrowing on short notice, either in the form of short-term or long-term notes, for small amounts not economical to finance through a regular bond issuance.

- Credit objectives

The City strives to obtain and hold the highest possible credit ratings that can be achieved without compromising delivery of basic City services or achievement of City policy objectives. While the City recognizes that external economic, natural, or other events may from time to time affect the creditworthiness of its debt, the City is committed to ensuring that actions within its control are financially prudent.

The City willingly provides full disclosure of operations and open lines of communication to the rating agencies. City staff, with assistance of the City's financial advisor, will prepare the necessary information for presentation to the rating agencies. Credit rating will be sought from Moody's, Standard & Poor's and/or Fitch, as recommended by the City's financial advisor.

- Integration of capital planning and debt financing activities

  - *Capital planning and financing system.* The City shall develop and maintain a capital planning and financing system for use in preparation of a five-year capital improvement plan for consideration and adoption by the City Commission as part of the City's annual budget process. Individual departments shall prepare multi-year capital plans for coordination and integration into the preparation of the City-wide capital improvement plan.

  - *Funding of the capital improvement program.* Whenever possible, the City will first attempt to fund capital projects with grants or developer contributions. When such funds are insufficient, the City will use dedicated revenues such as impact fees or other restricted use revenues. If no other revenue sources are available, the City will use general revenues, surplus funds and/or debt financing. The City is guided by three principles in selecting a funding source for capital improvements: equity, effectiveness and efficiency.

    - *Equity.* When appropriate, the beneficiaries of a project or service will pay for it. For example, if a project is a general function of government that benefits the entire community, the project could be funded from general tax revenues directly or through debt service. If the project benefits specific users, the source of funding will be derived through user fees/charges or targeted assessments.

    - *Effectiveness.* In selecting financing sources for projects, the City will select one or more sources that effectively fund the total cost of the project.

    - *Efficiency.* If grants or current revenues are not available to fund a project, the City will select a financing technique that provides for the lowest total cost consistent with acceptable risk factors and principles of equity and effectiveness.

FINANCIAL POLICIES (Continued)

- *Maintenance, replacement and renewal.* Consistent with the City's philosophy of keeping its capital facilities and infrastructure systems in good repair, and to maximize the useful life of its capital assets, the City intends to set aside current revenues to finance on-going maintenance needs and to provide periodic replacement and renewal. Additionally, the City shall review any bond covenants related to maintenance, replacement and renewal in order to remain in compliance with bond requirements.

- Investment of Debt Proceeds

  Debt proceeds will be invested primarily to assure the safety and liquidity of such investments, and secondarily, to maximize investment yield. The primary goal of liquidity is to ensure that proceeds will be available to fulfill the purposes of the debt issue on a timely basis. Debt covenants will specifically address investment guidelines for debt proceeds.

VIII. Reserve and Stabilization Accounts

The City will strive to establish and maintain minimum fund balance targets for its General Fund, the Enterprise Fund and Capital Projects Funds (excluding bond proceeds).

Impact Fee Funds shall be excluded from this policy. Impact fees are limited to funding expansion related capital projects therefore, an operating reserve is not necessary. While anticipated projects may be reprioritized, the ultimate use of impact fees must always comply with the special purpose restriction.

Other funds may be excluded from this policy because: (1) there are already other legal restrictions that control the ability to maintain reserves, (2) the funds are to be used to fund future liabilities (pension funds), (3) the funds are small and have no material impact on City operations, or (4) other special circumstances exist.

IX. Cash Management and Investment Policies

- Cash Management Policies

  The City's cash flow will be managed to maximize the cash available to invest. Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safe keeping and administration.

  The City's cash management entails the centralization of cash collections, resulting in a limited number of cash collection points throughout the City. Investment of City funds emphasizes the preservation of principal, with liquidity and yield being secondary factors. Liquidity shall be assured through practices ensuring that the next disbursement date and payroll date are covered through maturing investments or marketable U.S. Treasury Bills.

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FINANCIAL POLICIES (Continued)

- Investment Policies

The City's Investment Policy sets forth the investment objectives and parameters for the management of public funds of the City of Deltona, Florida, and was last updated through Resolution No. 2005-42. The City's Investment Policy is designed to ensure the prudent management of public funds, the availability of operating and capital funds when needed, and an investment return competitive with comparable funds and financial market indices.

The City's investment program is operated in conformance with Federal, State and other legal requirements including Section 218.45, Florida Statutes, governing the investment of public funds.

The following information has been extracted from the City's Investment Policy and is intended to highlight the major elements of the policy.

- The Investment Policy applies to all funds held by the City on behalf of the citizenship of the City of Deltona with the exception of: A) Pension fund assets, and B) Funds whose uses are restricted by debt covenants; prior contract; or legal, regulatory or other constraints.

- Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

- The primary objectives, in priority order, of investment activities shall be safety, liquidity and yield.

- The standard of prudence to be used by City investment officials shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Management responsibility for all City funds in the investment program and investment transactions is delegated to the Finance Director, who shall act in accordance with established written procedures and internal controls for the operations of the investment program consistent with the City's Investment Policy. The City may employ an investment manager to assist in managing some of the City's portfolios.

- Financial institutions, depositories and broker/dealers that are approved to provide investment services ("Qualified Institutions") shall be in accordance with the criteria set forth in the City's investment policy.

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FINANCIAL POLICIES (Continued)

- All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible institution prior to the release of funds. Securities will be held by a (centralized) independent third-party custodian selected by the City as evidenced by safekeeping receipts in the City's name. The custodial relationship shall be governed by a written agreement properly executed by all parties. The City shall design and maintain a system of internal controls designed to prevent the loss of public funds arising from fraud, employee error, misrepresentations by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City.
- Investments should be made subject to the cash flow needs of the City and such cash flows are subject to revisions as market conditions and the needs of the City change.
- The following investment types are permitted by the Investment Policy: Florida Local Government Surplus funds Trust Fund, United States Government Securities, United States Government Agencies, Federal Instrumentalities, Interest Bearing Time Deposit or Saving Accounts, Commercial Paper, Corporate Notes, Bankers' Acceptances, State and/or Local Government Taxable and/or Tax-Exempt Debt, Repurchase Agreements, Registered Investment Companies (Money Market Mutual Funds) and Intergovernmental Investment Pool.
- Investments in any derivative products or the use of reverse repurchase agreements are not permitted.
- It is the policy of the City to diversify its investment portfolio. To eliminate risk of loss resulting from the over-concentration of assets in a specific maturity, issuer, or class of securities, all cash and cash equivalent assets in all City funds shall be diversified by maturity, issuer, and class of security.
- To the extent possible, an attempt will be made to match investment maturities with known cash needs and anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five (5) years from the date of purchase and in accordance with State and local statutes and ordinances. Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio shall be continuously invested in readily available funds such as local government investment pools, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

X. Fraud Policy

- Overview

  The City of Deltona (the City) recognizes the importance of protecting itself, its operations, its employees and its assets against financial risks, operational breaches and unethical activities. The City promotes consistent organizational behavior by providing guidelines and assigning responsibility for the development of internal controls and conduct of investigations.

FINANCIAL POLICIES (Continued)

The City recognizes a zero tolerance policy regarding fraud and corruption. All matters raised by any source will be taken seriously and properly investigated.

The City's Fraud Policy covers all the City's employees and officers. Additionally, this policy covers all the City's vendors, customers and partners to the extent that any of the City's resources are involved or impacted.

Each Department's manager/supervisor will be aware of the types of improprieties that might occur within his or her area of responsibility and be alerted for any indication of irregularities.

- Fraud Identification Guidelines

  Fraud is defined as an intentional deception, misappropriation of resources or the manipulation of data to the advantage or disadvantage of a person or entity. Some examples of fraud include but not limited to:

  - Falsification of expenses and invoices
  - Theft of cash or fixed assets
  - Alteration or falsification of records
  - Failure to account for monies collected
  - Knowingly providing false information on job applications and requests for funding

- Corruption Detection Guidelines

  Corruption is defined as the offering, giving, soliciting or accepting of an inducement or reward that may improperly influence the action of a person or entity. Some examples of corruption include but not limited to:

  - Bribery
  - Conspiracy
  - Extortion

- Reporting of Fraud or Corruption

  The public, employees and officers have a duty to report concerns they may have or any information provided to them about possible fraudulent or corrupt activity of any officer, employee, vendor or any other party with any association with the City. Any person who has a reasonable basis for believing fraudulent or corrupt acts have occurred has a responsibility to report the suspected act immediately.

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FINANCIAL POLICIES (Continued)

All reported concerns of possible fraudulent or corrupt actions will be forwarded to City Manager. These reports will be taken seriously and the City Manager will designate appropriate personnel to conduct an investigation. If deemed necessary, the City Manager will notify and fully cooperate with the appropriate law enforcement agency. All findings of fraudulent or corrupt activities that result in disciplinary action will be reported to Human Resources.

- Deterring Fraud and Corruption

The City of Deltona has established internal controls, policies and procedures in an effort to deter, prevent, and detect fraud and corruption.

All new employees, plus temporary and contract employees, are subject to background investigations including a criminal background check. The City will also verify all applicants' employment history, education and personal references prior to making an offer of employment.

DemandStar maintains a vendor listing for the City. All vendors, contractors and suppliers must be active, in good standing and authorized to transact business in the City. The City also requires applicable business licenses, insurance, etc.

All contractual agreements with the City contain a provision prohibiting fraudulent or corruptive acts and include information about reporting fraud and corruption. Bid packages have a statement requiring non-collusion.

New employees receive a copy of the fraud policy as part of orientation at the commencement of employment. The policy is distributed to all City employees on an annual basis.

- Corrective Action

Offenders at all levels of the City will be treated equally regardless of their years of service or relationship with the City. Determinations will be made based on a finding of facts in each case, actual or potential damage to the City, cooperation by the offender and legal requirements.

Depending upon the seriousness of the offense and the facts of each individual case, action against an employee can range from written reprimand, up to and including termination, and/or legal action – either civil or criminal. In all cases involving monetary losses to the City, the City will pursue recovery of losses.

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FINANCIAL POLICIES (Continued)

If an investigation results in a recommendation to terminate an individual, the recommendation will be reviewed for approval by the designated representatives from Human Resources and the Legal Department and, if necessary, by outside counsel, before any such action is taken. Final determination regarding action against an employee, vendor, recipient or other person found to have committed fraud or corruption will be reviewed by the City Manager. The City Manager is responsible for the administration, revision, interpretation, and application of this policy.

XI. Approval of Financial Policies

The Financial Policies shall be approved by the City Manager as an administrative policy and reviewed by the City Manager during the annual budget process.

XII. Minimum Fund Balance Policy

In FY 10/11 the City Commission adopted Resolution No. 2011-31 creating a General Fund Minimum Fund Balance Policy. Under this policy two (2) reserves will be maintained a Natural Disaster Reserve equal to $6,000,000, and a Minimum Operating Reserve equal to two (2) months of General Fund operating expenditures. These reserves are not intended to function as a contingency fund to address unfunded expenditures or over-expenditures related to the normal provision of City services.

In FY 11/12 the City Commission adopted Resolution No. 2012-29 adding two additional General Fund reserves – one for Economic Development Incentives in the initial amount of $1,000,000 and one for City Infrastructure Incentives in the initial amount of $1,000,000. The remaining balances of these two reserves were transferred to a separate Economic Development Fund in FY 2014/2015 which is now presented as a separate fund in this budget.

In FY 13/14 the City Commission adopted Resolution No. 2014-30 establishing a Grants Match Reserve in the initial amount of $500,000 in order to provide the City with future funding as needed to enable it to apply for grant matches that arise during the year that were not included in the annual budget process. The remaining balance of this reserve was transferred to a separate Grants Match Fund in FY 2014/2015 which is now presented separately in this budget. All of these designated funds may only be used by obtaining Commission approval.

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BUDGET SUMMARY - ALL FUNDS

	General Fund	Special Revenue Funds	Enterprise Fund	Capital Project Funds	Total
SOURCES					
Taxes	$ 25,849,000	$ -	$ -	$ -	$ 25,849,000
Licenses & Permits	518,000	-	-	-	518,000
Special Assessments	-	10,055,300	-	-	10,055,300
Impact Fees	-	294,000	560,900	-	854,900
Intergovernmental Revenue	8,004,400	3,227,323	150,000	580,000	11,961,723
Charges for Services	650,000	-	17,717,600	-	18,367,600
Fines & Forfeits	311,500	-	-	-	311,500
Miscellaneous Revenue	874,000	518,400	113,900	12,300	1,518,600
Revenues	36,206,900	14,095,023	18,542,400	592,300	69,436,623
Transfers In	-	695,000	-	1,400,000	2,095,000
Debt Proceeds	-	-	2,950,000	-	2,950,000
Fund Balance(Equity) Carryforward	21,053,268	8,494,627	21,796,772	4,416,469	55,761,136
TOTAL SOURCES	$ 57,260,168	$ 23,284,650	$ 43,289,172	$ 6,408,769	$ 130,242,759
USES					
General Government	$ 8,906,300	$ -	$ -	$ -	$ 8,906,300
Public Safety	20,073,100	-	-	-	20,073,100
Physical Environment	-	8,840,800	10,305,000	-	19,145,800
Transportation	2,063,900	255,600	-	-	2,319,500
Economic Environment	-	1,796,800	-	-	1,796,800
Culture/Recreation	2,622,100	-	-	-	2,622,100
Debt Service:					
Principal	-	1,134,500	1,540,000	-	2,674,500
Interest	-	848,200	5,646,500	-	6,494,700
Operating Appropriations	33,665,400	12,875,900	17,491,500	-	64,032,800
Capital Outlay	500,000	4,780,600	6,591,500	3,686,500	15,558,600
Total Appropriations	34,165,400	17,656,500	24,083,000	3,686,500	79,591,400
Transfers Out	1,800,000	295,000	-	-	2,095,000
Ending Fund Balance (Equity)	21,294,768	5,333,150	19,206,172	2,722,269	48,556,359
TOTAL USES	$ 57,260,168	$ 23,284,650	$ 43,289,172	$ 6,408,769	$ 130,242,759

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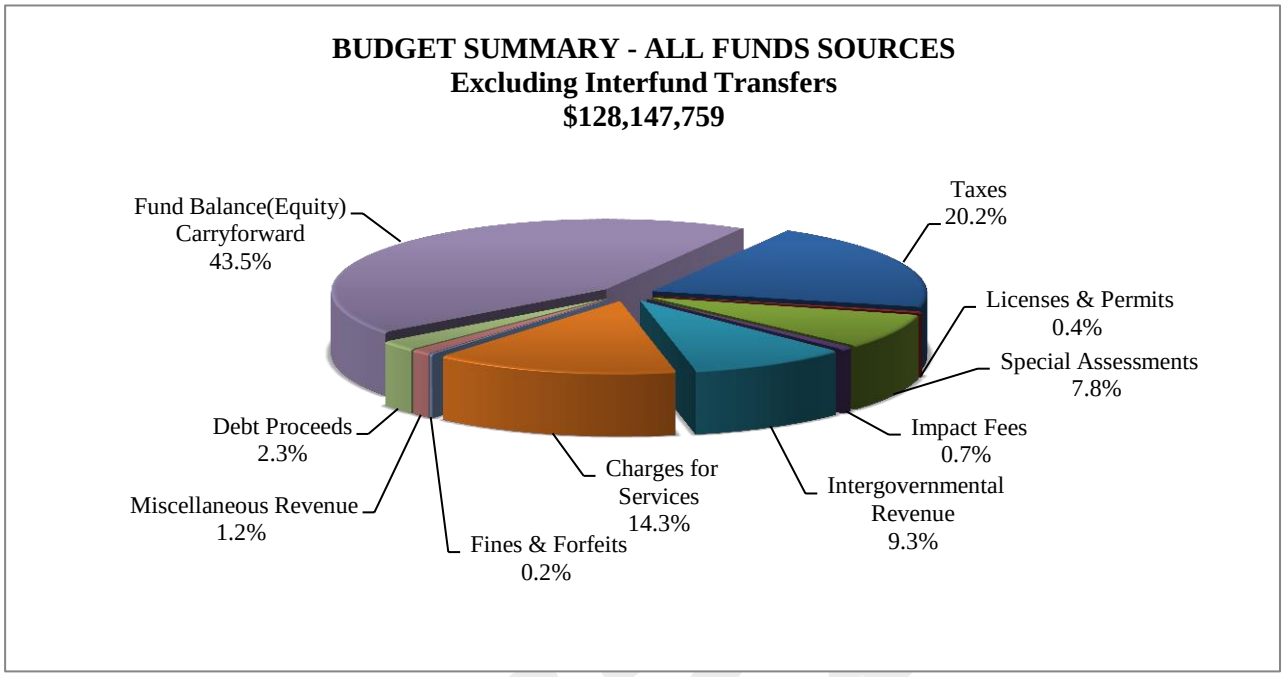
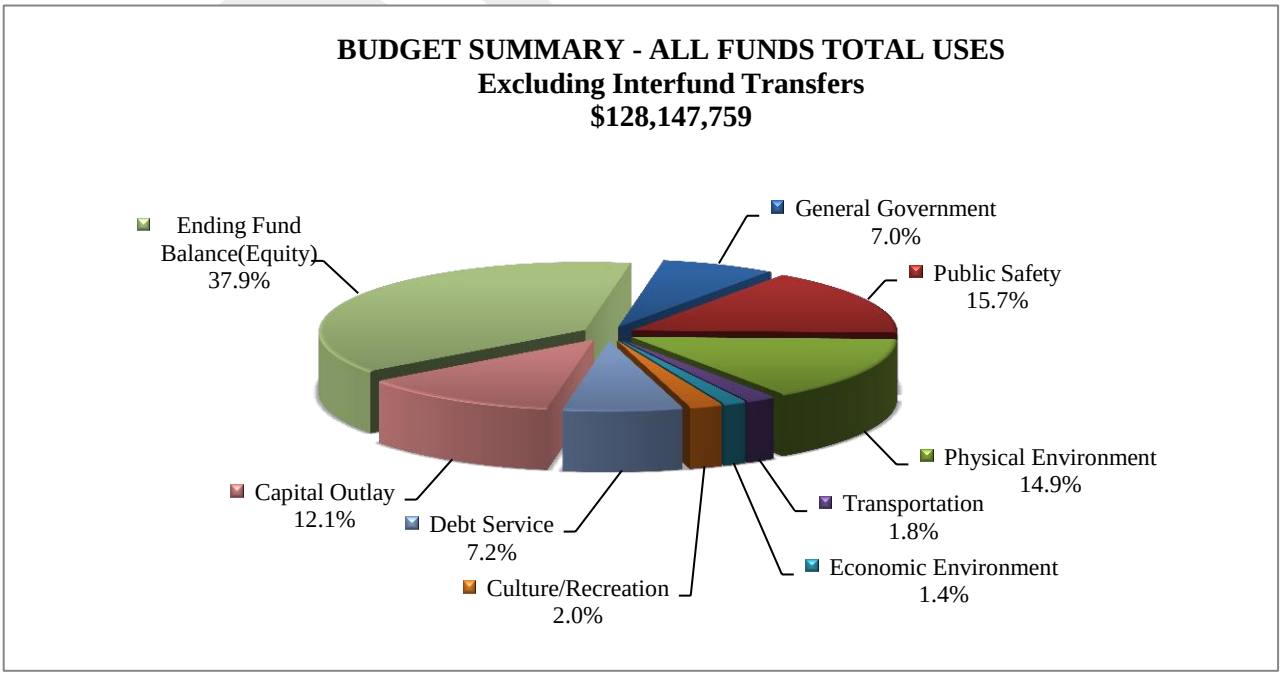

BUDGET SUMMARY - ALL FUNDS SOURCES
Excluding Interfund Transfers
$128,147,759
Fund Balance(Equity) Carryforward 43.5%
Taxes 20.2%
Licenses & Permits 0.4%
Special Assessments 7.8%
Impact Fees 0.7%
Intergovernmental Revenue 9.3%
Charges for Services 14.3%
Fines & Forfeits 0.2%
Miscellaneous Revenue 1.2%
Debt Proceeds 2.3%


BUDGET SUMMARY - ALL FUNDS TOTAL USES
Excluding Interfund Transfers
$128,147,759
General Government 7.0%
Public Safety 15.7%
Physical Environment 14.9%
Transportation 1.8%
Economic Environment 1.4%
Culture/Recreation 2.0%
Debt Service 7.2%
Capital Outlay 12.1%
Ending Fund Balance(Equity) 37.9%

BUDGET SUMMARY - ALL FUNDS

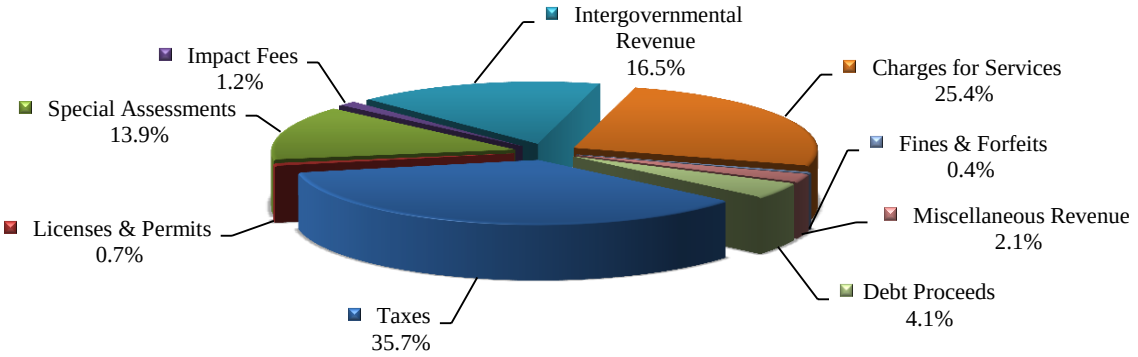
Trend Analysis - Revenues By Source

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
SOURCES				
Taxes	$ 23,062,434	$ 23,895,962	$ 24,607,000	$ 25,849,000
Licenses & Permits	383,210	549,916	472,000	518,000
Special Assessments	8,733,370	8,774,745	8,715,800	10,055,300
Impact Fees	614,341	605,937	746,000	854,900
Intergovernmental Revenue	10,818,077	12,263,088	12,931,900	11,961,723
Charges for Services	16,784,368	16,763,051	17,454,100	18,367,600
Fines & Forfeits	233,379	295,131	262,000	311,500
Miscellaneous Revenue	1,985,397	1,099,185	1,133,584	1,518,600
Revenues	62,614,576	64,247,015	66,322,384	69,436,623
Debt Proceeds	80,732,782	16,039,412	32,997,642	2,950,000
Transfers In	1,215,699	1,197,995	5,427,400	2,095,000
Fund Balance(Equity) Carryforward	58,678,512	44,820,050	47,013,674	55,761,136
TOTAL RESOURCES	$ 203,241,569	$ 126,304,472	$ 151,761,100	$ 130,242,759

Budget FY 15/16 Compared to FY 14/15 Estimated Actual

SOURCES			
Taxes	5.0%	Impact Fees	14.6%
Licenses & Permits	9.7%	Charges for Services	5.2%
Special Assessments	15.4%	Fines & Forfeits	18.9%
Intergovernmental Revenue	-7.5%	Miscellaneous Revenue	34.0%
	Revenues	4.7%	

REVENUES BY SOURCE
TOTAL: $72,386,623
(Excluding Interfund Transfers and Fund Balance Carryforward)



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BUDGET SUMMARY - ALL FUNDS

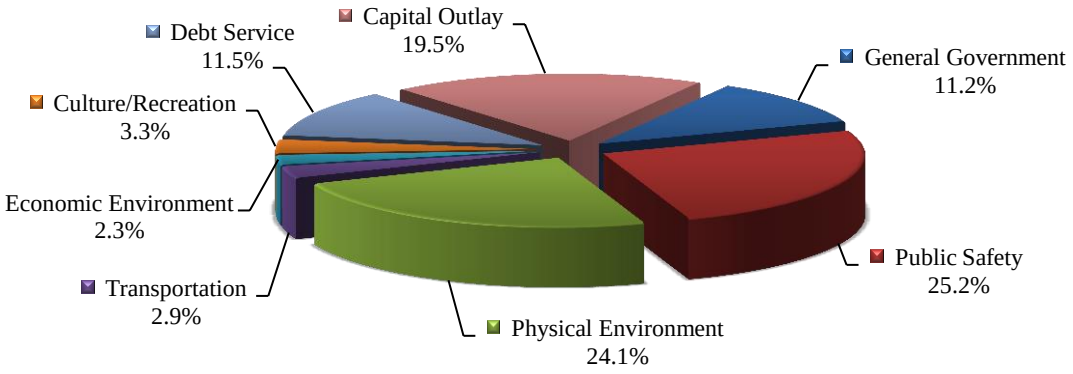
Trend Analysis - Expenditures By Function

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
USES				
General Government	$ 7,312,158	$ 7,456,418	$ 8,435,800	$ 8,906,300
Public Safety	17,353,914	17,980,929	18,828,900	20,073,100
Physical Environment	15,589,260	15,446,761	16,306,600	19,145,800
Transportation	1,966,203	1,995,173	2,211,736	2,319,500
Economic Environment	2,467,335	1,502,728	832,055	1,796,800
Culture/Recreation	1,917,001	2,114,798	2,558,600	2,622,100
Debt Service	97,050,568	8,614,308	7,419,132	9,169,200
Capital Outlay	13,549,381	22,981,688	37,122,141	15,558,600
Appropriations	157,205,820	78,092,803	93,714,964	79,591,400
Transfers Out	1,215,699	1,197,995	2,285,000	2,095,000
Ending Fund Balance(Equity)	44,820,050	47,013,674	55,761,136	48,556,359
TOTAL USES	$ 203,241,569	$ 126,304,472	$ 151,761,100	$ 130,242,759

Budget FY 15/16 Compared to FY 14/15 Estimated Actual

USES			
General Government	5.6%	Economic Environment	115.9%
Public Safety	6.6%	Culture/Recreation	2.5%
Physical Environment	17.4%	Debt Service	23.6%
Transportation	4.9%	Capital Outlay	-58.1%
	Appropriations	-15.1%	

EXPENDITURES BY FUNCTION
TOTAL: $79,591,400
(Excluding Interfund Transfers and Ending Fund Balance)



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CONSOLIDATED FINANCIAL OVERVIEW

CHANGES IN FUND BALANCE - ALL FUNDS

	General Fund Summary	Special Revenue Funds Summary	Enterprise Fund Summary	Capital Projects Funds Summary	Total
Actual Fund Balance(Equity) - 09/30/14	**$ 21,349,568**	**$ 7,174,579**	**$ 14,353,558**	**$ 4,135,969**	**$ 47,013,674**
Estimated FY15:					
Revenues	34,080,000	12,076,939	53,118,287	44,800	99,320,026
Expenditures	(32,276,300)	(13,831,291)	(45,793,073)	(1,814,300)	(93,714,964)
Transfers	(2,100,000)	3,074,400	118,000	2,050,000	3,142,400
Net Change	(296,300)	1,320,048	7,443,214	280,500	8,747,462
Estimated Fund Balance(Equity) - 09/30/15	**$ 21,053,268**	**$ 8,494,627**	**$ 21,796,772**	**$ 4,416,469**	**$ 55,761,136**
Budget FY16:					
Revenues	36,206,900	14,095,023	21,492,400	592,300	72,386,623
Expenditures	(34,165,400)	(17,656,500)	(24,083,000)	(3,686,500)	(79,591,400)
Transfers	(1,800,000)	400,000	-	1,300,000	(100,000)
Net Change	241,500	(3,161,477)	(2,590,600)	(1,794,200)	(7,304,777)
Budgeted Fund Balance(Equity) - 09/30/16	**$ 21,294,768**	**$ 5,333,150**	**$ 19,206,172**	**$ 2,622,269**	**$ 48,456,359**

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GENERAL FUND

CHANGES IN FUND BALANCE

	General Fund Summary
Actual Fund Balance - 09/30/14	**21,349,568**
Estimated FY15:	
Revenues	34,080,000
Expenditures	(32,276,300)
Transfers	(2,100,000)
Net Change	(296,300)
Estimated Fund Balance - 09/30/15	**$ 21,053,268**
Budget FY16:	
Revenues	36,206,900
Expenditures	(34,165,400)
Transfers	(1,800,000)
Net Change	241,500
Budgeted Fund Balance - 09/30/16	**$ 21,294,768**

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SPECIAL REVENUE FUNDS

CHANGES IN FUND BALANCE

	Stormwater Utility	Solid Waste Management	Fire/Rescue Impact Fees	SHIP Fund	CDBG Fund	Streetligthing Districts	Park Impact Fees	Transportation
Actual Fund Balance - 09/30/14	**$ 2,750,137**	**$ 637,200**	**$ 23,395**	**$ 153,653**	**$ 198,090**	**$ 8,567**	**$ 176,917**	**$ 2,687,471**
Estimated FY15:								
Revenues	2,927,400	5,654,500	23,100	274,294	440,095	140,900	60,500	2,148,500
Expenditures	(4,241,300)	(5,848,600)	-	(220,000)	(446,155)	(139,600)	-	(2,526,636)
Transfers	-	-	-	-	-	-	-	770,000
Net Change	(1,313,900)	(194,100)	23,100	54,294	(6,060)	1,300	60,500	391,864
Estimated Fund Balance- 09/30/15	**$ 1,436,237**	**$ 443,100**	**$ 46,495**	**$ 207,947**	**$ 192,030**	**$ 9,867**	**$ 237,417**	**$ 3,079,335**
Budget FY16:								
Revenues	4,402,300	5,698,200	24,400	319,153	449,670	140,400	63,600	1,995,000
Expenditures	(4,972,800)	(5,970,300)	-	(527,100)	(641,700)	(141,500)	-	(4,170,100)
Transfers	-	-	-	-	-	-	-	695,000
Net Change	(570,500)	(272,100)	24,400	(207,947)	(192,030)	(1,100)	63,600	(1,480,100)
Budgeted Fund Balance - 09/30/16	**$ 865,737**	**$ 171,000**	**$ 70,895**	**$ -**	**$ -**	**$ 8,767**	**$ 301,017**	**$ 1,599,235**

	Tree Replacement Fees	Environment Improvement Trust	Law Enforcement Impact Fees	Economic Development	NSP Fund	Transportation Impact Fees	Grants Match	Special Revenue Funds Summary
Actual Fund Balance - 09/30/14	**$ 477,627**	**$ 40,812**	**$ 20,710**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 7,174,579**
Estimated FY15:								
Revenues	48,500	100	13,050	-	161,000	185,000	-	12,076,939
Expenditures	(100,000)	-	-	(148,000)	(161,000)	-	-	(13,831,291)
Transfers	-	-	-	1,989,400	-	(185,000)	500,000	3,074,400
Net Change	(51,500)	100	13,050	1,841,400	-	-	500,000	1,320,048
Estimated Fund Balance- 09/30/15	**$ 426,127**	**$ 40,912**	**$ 33,760**	**$ 1,841,400**	**$ -**	**$ -**	**$ 500,000**	**$ 8,494,627**
Budget FY16:								
Revenues	6,000	100	13,200	-	788,000	195,000	-	14,095,023
Expenditures	(365,000)	-	-	(80,000)	(788,000)	-	-	(17,656,500)
Transfers	-	-	-	-	-	(195,000)	(100,000)	400,000
Net Change	(359,000)	100	13,200	(80,000)	-	-	(100,000)	(3,161,477)
Budgeted Fund Balance - 09/30/16	**$ 67,127**	**$ 41,012**	**$ 46,960**	**$ 1,761,400**	**$ -**	**$ -**	**$ 400,000**	**$ 5,333,150**

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ENTERPRISE FUND

CHANGES IN FUND BALANCE

	Water/Sewer Utility
Actual Fund Equity - 09/30/14	**$ 14,353,558**
Estimated FY15:	
Revenues	53,118,287
Expenditures	(45,793,073)
Transfers	118,000
Net Change	7,443,214
Estimated Fund Equity - 09/30/15	**$ 21,796,772**
Budget FY16:	
Revenues	18,542,400
Debt Proceeds	2,950,000
Expenditures	(24,083,000)
Transfers	-
Net Change	(2,590,600)
Budgeted Fund Equity - 09/30/16	**$ 19,206,172**

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CAPITAL PROJECT FUNDS

CHANGES IN FUND BALANCE

	Municipal Complex(es)	Park Projects	Replacement Equipment	Capital Project Funds Summary
Actual Fund Balance - 09/30/14	**$ 1,758,236**	**$ 10,118**	**$ 2,367,615**	**$ 4,135,969**
Estimated FY15:				
Revenues	200	40,600	4,000	44,800
Expenditures	(20,000)	(341,300)	(1,453,000)	(1,814,300)
Transfers	-	750,000	1,300,000	2,050,000
Net Change	(19,800)	449,300	(149,000)	280,500
Estimated Fund Balance - 09/30/15	**$ 1,738,436**	**$ 459,418**	**$ 2,218,615**	**$ 4,416,469**
Budget FY16:				
Revenues	6,200	580,900	5,200	592,300
Expenditures	(375,000)	(1,030,000)	(2,281,500)	(3,686,500)
Transfers	-	-	1,300,000	1,300,000
Net Change	(368,800)	(449,100)	(976,300)	(1,794,200)
Budgeted Fund Balance - 09/30/16	**$ 1,369,636**	**$ 10,318**	**$ 1,242,315**	**$ 2,622,269**

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FUND STRUCTURE

GENERAL DESCRIPTION

The City utilizes a fund structure as outlined in the accounting regulations that govern units of local government. A fund is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Funds are divided into various types according to the legal restrictions imposed upon them or the uses to which the funds may be placed. The following is the fund structure contained in the budget.

GOVERNMENTAL FUNDS

Governmental funds are used to account for the City's general government activities. Governmental fund types use the flow of current financial resources measurement focus and modified accrual basis of accounting. Accordingly, the reported fund balances provide an indicator of available, spendable or appropriable resources but may be reserved or designated for specific purposes. Following are the City's governmental funds.

GENERAL FUND

The **General Fund** is the City's primary operating fund. This fund accounts for all financial resources, except those required to be accounted for in another fund.

SPECIAL REVENUE FUNDS

The **Special Revenue Funds** account for the proceeds of specific revenue sources that are restricted to expenditures for specific purposes. The following funds are included in the City's FY 15/16 budget:

- **Stormwater Utility** – Accounts for the fiscal activity relating to the fees for stormwater utility operation and capital activities.
- **Solid Waste Management** – Accounts for the fiscal activities related to the provision of solid waste services to residential properties within the City.
- **Fire/Rescue Impact Fees** – Accounts for the fiscal activity relating to the City's fire/rescue impact fees charged for growth-related fire protection and rescue capital improvements.
- **State Housing Initiatives Partnership (SHIP)** – Accounts for the fiscal activities of all funds received by the City from its share of the State local housing distribution funds.
- **Community Development Block Grant (CDBG)** – Accounts for the fiscal activities of the CDBG Grant Program operated by the City of Deltona.
- **Streetlighting Districts** – Accounts for the fiscal activities relating to the provision of street lighting services within the defined areas of each district.

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SPECIAL REVENUE FUNDS (Continued)

- **Park Impact Fees** – Accounts for the fiscal activity relating to the City's park impact fees assessed for growth-related parks and improvements.
- **Transportation** – Accounts for the proceeds from the City's share of the six-cent and five-cent local option tax on fuel and proceeds from the July 12, 2006 bond issue, which are essentially depleted.
- **Tree Replacement Fund** – Accounts for the fiscal activity relating to the City's tree replacement fees charged for growth-related replenishment of trees, development of green spaces, and planting and maintaining trees along right-of-ways and City owned property.
- **Environmental Improvement Trust** – Accounts for the fiscal activity relating to the City's mitigation fees charged to compensate for unavoidable adverse environmental impacts upon wetlands.
- **Law Enforcement Impact Fees** – Accounts for the fiscal activity relating to the City's Law Enforcement impact fees charged for growth-related law enforcement capital improvements.
- **Economic Development Fund** – Accounts for the fiscal activity relating to the City's designated reserve for economic incentives and infrastructure.
- **Neighborhood Stabilization Program 1 (NSP1)** – Accounts for the fiscal activity relating to the City's participation in the NSP1 Grant Program. The NSP is a special Community Development Block Grant (CDBG) allocation to fund the purchase and rehabilitation of foreclosed and abandoned homes within the City. This fund also includes program revenue generated as homes are sold.
- **Neighborhood Stabilization Program 3 (NSP3) –** Accounts for the fiscal activity relating to the City's participation in the NSP3 Grant Program. The NSP is a special Community Development Block Grant (CDBG) allocation to fund the purchase and rehabilitation of foreclosed and abandoned homes within the City. This fund also includes program revenue generated as homes are sold.
- **Transportation Impact Fees** – Accounts for the fiscal activity relating to the City's transportation impact fees assessed for growth-related projects.
- **Grants Match Fund** – Accounts for the fiscal activity relating to the City's designated reserve for the City's required match for certain grants.

ENTERPRISE FUND

The **Enterprise Fund** is used to account for the fiscal activities of Deltona Water (water/sewer utility operations) that are financed and operated in a manner similar to private business enterprises. The goal is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. This fund also accounts for the fiscal activities related to the funding for maintenance, improvements and construction of capital projects for Deltona Water.

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CAPITAL PROJECT FUNDS

The **Capital Project Funds** account for financial resources to be used for the acquisition or construction of capital facilities and equipment. The following funds are included:

- **Municipal Complex Fund** – Accounts for the fiscal activities related to the funding and construction of capital facilities for City operations.
- **Park Projects Fund** – Accounts for the fiscal activities related to the funding and construction of park and recreational facility development.
- **Replacement Equipment Fund** – Accounts for the fiscal activities related to funding of new and replacement vehicles and equipment necessary for the day to day operation of City departments.

DEPARTMENTS / DIVISIONS

The major City functions are budgeted and managed as combinations or organizational units known as Departments and Divisions. Departments consist of one or more Divisions and may include Divisions accounted for in more than one fund.

ACCOUNTS

For managerial control purposes, budgeted expenditures of each Fund/Department/ Division are further accounted for with the use of object codes (accounts). A list of object codes and sub-accounts is provided in the schedules section of this budget. The object codes and sub-accounts included on the listing used on each division summary of the budget are used only to illustrate the types of expenditures and facilitate reporting requirements and do not represent legally controlled budgetary accounts.

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CHANGES FROM PRIOR YEAR

In the discussion that follows the term General Fund means only the City's General Fund, the term Governmental Funds means all City Funds except the Enterprise Fund, and the term total City means all funds of the City including the Enterprise Fund. All references using the term prior year's budget or FY 14/15 budget refer to the original FY 14/15 budget unless otherwise stated.

The total FY 15/16 Budget (Total Uses of Funds) for all City funds is $130.2 million, a decrease of $12.7 million over the prior year. Operating expenditures are up approximately $4.8 million, or 8.0%; $1.2 million of this is attributable to Public Safety - $291,000 is attributable to increases in law enforcement services, the remaining $845,000 is attributable to the City's Fire Department. Of this increase, $1.7 million is attributable to Physical Environment and $1.31 million is attributable to increased debt service interest and principal as a result of borrowing activity within the Utility. Other significant increases are budgeted in the areas of Repair and Maintenance, addition of a City-wide comp plan, City-wide new positions and increases in health insurance. There is a $630,000 budgeted increase in the Utility for both operating and personnel costs associated with bringing the new Eastern Wastewater Treatment Plant on line. Capital expenditures are budgeted to go down by $24.6 million, mostly attributable to a reduction in capital costs for the City's new Eastern Wastewater Treatment Plant as the facility is anticipated to be completed in November, 2015.

The City has a $2.13 million increase in budgeted General Fund revenues reflecting a continuing up-tick in the economy. Approximately 40% of this increase is attributable to an increase in budgeted ad valorem tax revenue. Special Revenue Fund revenues, excluding transfers, are budgeted to increase by approximately $1.0 almost solely attributable to an increase in the stormwater special assessment fee charged by the City. The City will be receiving about the same amount as last year in Community Development Block Grant (CDBG) funding and approximately $80,000 more in State Housing Initiative Program (SHIP) funds than in the previous year. The City is budgeting for a very modest increase of $194,000 in the Enterprise Fund (water utilities) operating revenues.

The General Fund transfer out to the Capital Replacement Fund remains at $1,300,000. The City has begun replacing aging vehicles and equipment that are obsolete or requiring a lot of maintenance. Recognizing the need to continue the City's sidewalk program, the FY 15/16 budget provides $500,000 in funding to continue this program. This budget also provides for a $500,000 transfer from the General Fund to the Transportation Fund for road resurfacing; without this transfer the City's road resurfacing program would likely come to a halt.

The Enterprise Fund's Budget for FY 15/16 is $43.3 million, a decrease of $20.8 million. The operating expense component of the budget is up approximately $2.22 million, or about 14.5% due to the inclusion of the operating costs of the new plant, additional staff and increases in benefit costs, and increased debt service costs. The budgeted capital outlay expense component of the utility has been decreased, by $26.8 million, as the City completes construction on the Eastern Wastewater Plant. Excluding the Enterprise Fund, the total City's capital outlay component of the budget is $9.0 million, up $2.2 million from the FY 14/15 budget. Most of this increase is attributable to increased activity in all three Capital Projects Funds, with the most increased activity in the Parks Projects Fund in the form of installation of lighting at Dwight Hawkins and Manny Rodriquez parks as well as construction of the Lakeshore Loop Trail.

CHANGES FROM PRIOR YEAR (Continued)

Capital outlay for the General Fund remains at $500,000 so that the City can continue with its sidewalk program. Capital outlay in the Special Revenue Funds increased by $215,000, primarily attributable to slight increased activity in both the Stormwater and Transportation Funds.

PROPERTY TAXES

Property tax revenues comprise an important source of revenue for the City generating approximately 37.5% of General Fund revenues, 26.7% of total Governmental Fund revenues, and 19.6% of total City revenues for all Funds.

Property values are determined by the Volusia County Property Appraiser. The City Commission then adopts a millage rate (which is nothing more than a multiplier) that is used to determine the dollar amount of property taxes charged to residents. As you can see by the chart below, the FY 15/16 property taxes charged are back to pre-recession amounts. A higher millage rate does not necessarily equate to higher taxes charged to residents.

Revenues from property taxes are a function of both the property tax rate and the property's taxable value. The City Commission is empowered with establishing the property tax rate on an annual basis. The County Property Appraiser establishes the value of property throughout the County. The Property Appraiser has determined that the taxable value of all property within the City has increased for the second year in a row. This is very welcome news as the City had previously experienced taxable value decreases in the 19% - 22% range over the past few years. The net result for FY 15/16 was an increase of 6.8% which added $113.2 million to the tax rolls of which new construction added $9.0 million, bringing the total taxable value of the City to $1.775 billion.

The "rolled-back" rate is the millage rate that would generate the same amount of revenue dollars as the previous year if applied to the current year's taxable value (excluding new construction and annexations) and therefore is not a tax increase per State law since the City would receive the same amount of revenue as in the prior year. The City has adopted a millage rate of 7.99 for FY 15/16 which does represent a tax increase as anticipated property tax revenue is budgeted to be $844,000 more than in FY 14/15.

The chart below illustrates the average City of Deltona property taxes per household over the current and previous five years. It is important to note that while average property taxes went down during the recession, the levels of service were actually increased during that time period with the addition of police officers, code enforcement officers and a K-9 unit.

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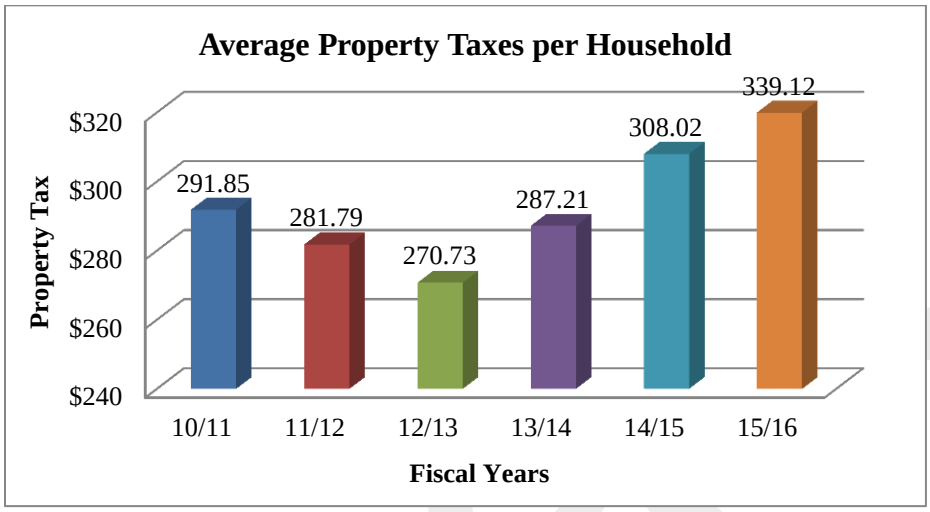
PROPERTY TAXES (Continued)

Millage Rate and Average Property taxes Per Household by Fiscal Year

	10/11	11/12	12/13	13/14	14/15	15/16
Millage Rate	6.3776	8.2995	7.99	7.99	7.99	7.99
Property Taxes	$ 291.85	$ 281.79	$ 270.73	$ 287.21	$ 308.02	$ 339.12



OTHER REVENUES

TAXES (Other Than Property)

Historically, revenues received from property taxes have totaled approximately 96% to 97% of the actual levy. The City has budgeted property tax revenue this year at 95.4% of the actual levy. Property tax revenues are budgeted at approximately $13.59 million for FY 15/16.

In January 2002 the City enacted a utility franchise ordinance covering electric services provided by private companies within the City's jurisdictional boundaries. Since inception, the City has realized overall growth in revenue from this source both as a percent of revenue and in actual dollars collected. The City anticipates collecting $3.9 million in electric franchise fee revenues in FY 15/16.

The City has levied a public service tax on the purchase of electricity and metered or bottled gas (liquefied petroleum, manufactured and natural) at a rate of 10% of gross sales. This general revenue source has remained a steady source of income for the City and is budgeted at almost $5.0 million for FY 15/16.

The City has levied a public service tax on gross sales for applicable telecommunications services. The rate of taxation for all services (telecommunications and cable) is a State assigned conversion rate of 6.22%. This general revenue source is expected to remain flat and is budgeted at $2.5 million.

LICENSES & PERMITS

The City collects permit and inspection fees on all construction; planning fees for site review and approvals; a sidewalk fee at the option of the contractor or prospective homeowner (fee versus the contractor putting in a sidewalk for new residential construction); and a fee for the issuance of animal licenses. The City has a business tax license program per State statute. The City receives a portion of the revenue derived from the County's business tax licenses issued within the City.

For FY 15/16, the City budgeted approximately a 10% increase in License and Permits revenue due to a continuing anticipated up-tick in the overall economy. Over the past couple of years, the City has seen some growth in the number of construction permits issued as well as an increase in the number of business tax licenses issued for residential home-based businesses. In FY 14/15 the City did away with the residential rental registration fee of $20/unit. As a result, Licenses and Permits revenue is not anticipated to increase as much as in the prior year. Licenses and Permits revenue is budgeted at $518,000, represents approximately 1.4% of General Fund revenues, 1.0% of total Governmental Fund revenues, and 0.7% of total City revenues for all Funds.

INTERGOVERNMENTAL REVENUE

Intergovernmental revenues represent "shared revenues" from Federal, State and Local governments and account for 22.1% of General Fund revenues, 23.2% of total Governmental Fund revenues, and 170.2% of total City revenues. Intergovernmental Revenues include State Revenue Sharing, Half-cent Sales Tax, Local Option Gas Tax, Grants and Miscellaneous taxes and fees. This includes $788,000 in Neighborhood Stabilization Program (NSP) grant awards, $450,000 in CDBG grant awards and $315,000 in SHIP grant awards.

The State of Florida Office of Economic and Demographic Research provides estimates for State Revenue Sharing, Half-cent Sales Tax and Communications Service Tax. The City budgets 96% - 99% of these revenues. The increased figures provided by the State appear to be another positive indication of an improving economy.

State Revenue Sharing is budgeted at $2.6 million for FY 15/16, representing about 7.3% of General Fund revenues, 5.2% of total Governmental Fund revenues, and 3.8% of total City revenues for all Funds. The FY 15/16 budgeted revenue for State Revenue Sharing is 11.1% more than the FY 14/15 budgeted amount and is a further indication that the economy is still in the recovery phase.

Half-cent Sales Tax collections are budgeted at $4.4 million for FY 15/16 and account for approximately 5.2% of General Fund revenues, 8.7% of total Governmental Fund revenues, and 6.4% of total City revenues. The FY 15/16 budgeted revenue for half-cent sales tax is approximately 6.8% more than the FY 14/15 budget. This program generates the largest amount of revenue for local governments among the state-shared revenue sources authorized by the legislature. The program distributes approximately 92% of the total sales tax proceeds to counties and municipalities that meet the eligibility requirements. Funds are distributed within the County per an allocation formula based on population, with the County receiving an extra 2/3rd share of incorporated area population.

INTERGOVERNMENTAL REVENUE (Continued)

Local option gas tax revenues represent approximately 3.9% of total Governmental Fund revenues, and 2.9% of total City revenues. This revenue source is approximately 6.7% less than the FY 14/15 budget based on Office of Economic and Demographic Research estimates. Local option gas tax revenues are derived from the levy of a 6-cent tax on every net gallon of motor and diesel fuel sold and a 5-cent tax on every net gallon of motor fuel sold within the County. The taxes are distributed based on an interlocal agreement with the County of Volusia as well as the other cities in the County. The City has established a special revenue fund to account for the proceeds of local option gas taxes budgeted at $1.99 million for FY 15/16.

This fund clearly demonstrates the City's compliance with the State laws governing the use of these taxes. These funds are primarily used to make debt service payments on the transportation bond. It is important to note that the interlocal agreement with the County of Volusia expires on September 30, 2018.

CHARGES FOR SERVICES

This revenue source currently accounts for a total of 26.5% of total City revenues. The water/sewer utility is accounted for in the Enterprise Funds and Charges for Services for that fund are budgeted in FY 15/16 at $17.7 million or 25.5% of total City revenues. This figure is up approximately 1.1% over the prior year. The remaining budget of $650,000 for Charges for Services revenue is from a combination of the collection of park fees collected for facility rentals and various recreation programs offered as well as the City's implementation of the new Anti-blight Ordinance.

FINES & FORFEITS

Fines & Forfeits are revenues generated from traffic tickets, parking fines, code violations and the like. Revenues are expected to increase by $49,500 from last year's budget and comprise approximately 0.4% of total City revenue.

SPECIAL ASSESSMENTS

Special Assessments account for 19.8% of Governmental Fund revenues and 14.5% of total City revenues. These revenues are restricted to use for their intended purpose (stormwater, solid waste and street lighting) and may not be used for any other reason.

The schedule of stormwater utility assessment rates is complex, but generally the annual assessment rate is $108.00 per ERU (equivalent residential unit), which is an increase from the FY 14/15 rate of $76.11 per ERU. This is budgeted to generate $4.22 million of revenue for FY 15/16.

The solid waste assessment rate on charged on all residential properties located within the City remained the same as the prior year. The current rate takes into account increased fuel costs and now includes disposal fees which were not charged to the City under the previous contract. Effective October 1, 2012, the assessment rate is $173.96 annually for solid waste management services and remains the same for the FY 15/16 budget. This revenue source is budgeted to generate $5.7 million in FY 15/16.

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SPECIAL ASSESSMENTS (Continued)

The street lighting assessments continue to be charged as a pass-through for those communities that have elected to be within a street light district. Rates vary from district to district based on the type of light, type of poles, placement of poles, ownership of poles and light illumination strength, among other things. The current year revenue of $140,300 is expected to offset the actual expenditures charged by the electric companies in addition to a small administrative fee charged by the City.

IMPACT FEES

The City currently charges impact fees for growth-related capital improvements for fire protection/rescue, parks/recreation, law enforcement, transportation, and Enterprise Funds (utility). The City is in the process of conducting a study of current impact fees. The recommendations of this study will be brought to the Commission when the study is complete. For FY 15/16 budgeted revenues for all impact fees are minimal ($854,900, or 1.2% of total City revenues) as economic recovery picks up. Impact fees are designed to cover the cost of capital improvements necessitated by growth. The fees provide one way to ensure existing residents will not bear the cost of new facilities necessitated by the demand generated from new residents. Since existing residents have either paid for or committed themselves to pay for the capital facilities already in place, the logic of impact fees anticipates that each unit of new growth would pay its fair share of new infrastructure.

INTEREST INCOME

The City maintains a pooled cash and investment fund for substantially all City deposits and investments. This gives the City the ability to invest large amounts of idle cash for short periods of time and to maximize earnings potential. The City's investment policy places the highest priority on the safety of principal and maintenance of adequate liquidity to meet current needs, with the optimization of investment returns being secondary to the requirements for safety and liquidity. As cash is available during the year it is invested as appropriate in money market funds, longer term Federal Agency Coupon Securities, and Certificates of Deposit. In all cases only investments carrying the highest credit quality rating are used. Interest income continues to be insignificant due to the economy and Fed policy.

MISCELLANEOUS REVENUES

Miscellaneous revenues consist of any and all revenue sources not otherwise classified under some other heading. Miscellaneous revenue includes a $276,000 charge from the General Fund to the Stormwater Utility, Solid Waste Management, Transportation, and Streetlighting Districts Funds for administrative charges. The administrative charge covers the expense of management and administration that is directly charged to the General fund (i.e. City Manager, City Attorney, City Engineer, Public Works Director and related support services such as payroll, human resources and procurement). Also included is $275,000 from rental & lease payments (primarily cell tower leases) and $500,000 in Program Revenue in the Neighborhood Stabilization Funds (NSP) for money received from the sale of NSP homes, $260,000 of interest income and approximately $208,000 of various other miscellaneous revenues.

Draft

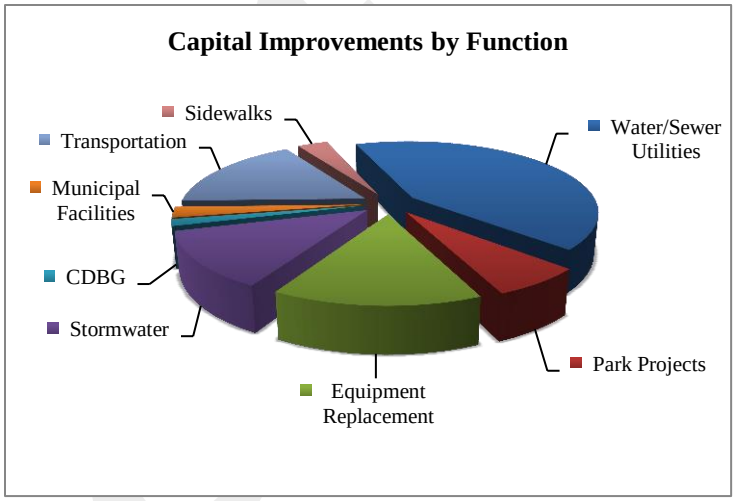
EXPENDITURES BY FUNCTION

Analysis of total budgeted operating expenditures for FY 15/16 by function shows appropriated expenditures as follows: 13.9% on General Government, 31.4% on Public Safety, 29.9% on Physical Environment, 3.6% on Transportation, 2.8% on Economic Environment, 4.1% on Culture/Recreation and 14.3% on Debt Service.

CAPITAL IMPROVEMENTS

Included in the FY 15/16 budget is $15.6 million for capital improvements relating to the following functions/services:

Municipal Facilities	$	375,000
Sidewalks	$	500,000
Equipment Replacement	$	2,282,000
Park Projects	$	1,030,000
CDBG	$	240,000
Stormwater	$	1,940,000
Transportation	$	2,600,000
Water/Sewer Utilities	$	6,600,000



Future operational expenses related to completed capital projects have been addressed in future forecasts of applicable fund operating expenditures. The maintenance of stormwater projects has been addressed in a detailed study of stormwater operations and funding which resulted in a rate increase in the special assessment charged to residents. Future operational expenses related to maintaining water/sewer projects have been addressed in future forecasts of Enterprise Funds operating expenditures. Road resurfacing funds have been reduced to minimal amounts as funding is limited.

OTHER ISSUES

FUND BALANCE

The City continues to maintain a healthy fund balance, no small feat in these poor economic times. The City's positive financial position over the last several years has allowed the Commission to be fiscally prudent by establishing the following reserves:

General Fund

- Natural Disaster Reserve of $6 million
- Operating Reserve equal to two months average annual operating expenditures

FUND BALANCE (Continued)

Economic Development Fund

- Development Incentives - $1,000,000
- Infrastructure Incentives - $1,000,000

Grant Match Fund

- Grants Match Reserve - $500,000

Changes in Fund Balances:

General Fund – budgeted to increase by 1.15%
In the FY 15/16 General Fund budget, including transfers, current revenues are budgeted to be $241,500 more than current expenditures. That small surplus is well under a 1% increase in fund balance.

Special Revenue Funds – budgeted to decrease by 37.22%
Continued capital outlays for stormwater projects, road improvements and City beautification projects are driving this decrease. Major projects in both the stormwater and transportation funds account for about two-thirds of this decrease as funds from the stormwater bank note and the transportation bond are being depleted.

Enterprise Funds – budgeted to decrease by 11.9%
Continuing capital outlay and associated funding is driving this decrease. The City issued the Series 2014 Revenue Bonds which are being expended to fund capital projects.

Capital Projects Fund – budgeted to decrease by 38.36%
The decrease in fund balance is attributable to several factors including replacement of some of the City's aging equipment and vehicles and the start of the City's fiber optic and beautification initiatives. Both the Municipal Complex Fund and the Parks Fund have no capacity to accumulate funds without transfers from other funds; therefore any projects in these funds deplete existing fund balances.

DEBT

The City's Financial Policies were approved in February, 2007. These policies provide a general framework of guidance for debt issuance and debt management, while providing flexibility to permit the City to take advantage of market opportunities and to respond to changing conditions without jeopardizing essential public services. The City Charter and State law require that general obligation debt or debt pledging property taxes (ad valorem revenue) will only be issued after an affirmative vote of the electors of the City. However, the City Commission can authorize and issue revenue bonds pledging non ad valorem revenues, consistent with the City's debt policy. The City has no general obligation debt or other debt secured by ad valorem revenues.

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DEBT (Continued)

The City has several long-term debts shown below:

General Governmental Debt

Transportation Capital Improvement Revenue Bonds, Series 2006
Issued on July 12, 2006 in the amount of $18,240,000. The purpose of this bond issue was to improve existing roads within the City. Pledged revenues for payment of the bonds are the five-cent local option gas tax, the six-cent local option gas tax and transportation impact fees in addition to a covenant to budget and appropriate from non-ad valorem revenues if there any anticipated pledged revenue shortfalls.

Stormwater Special Assessment Note, Series 2009
Issued on April 8, 2009 in the amount of $6,569,345. The purpose of this note was to finance certain costs of the capital improvements including in the City's adopted Stormwater Master Plan. Pledged revenues for payment of the note are stormwater assessment fees in addition to a covenant to budget and appropriate from non-ad valorem revenues if there are any anticipated pledged revenue shortfalls.

Enterprise Fund Debt:

Utility System Refunding Revenue Bonds, Series 2013
Issued on September 10, 2013 in the amount of $79,745,000. The bonds are collateralized by a pledge of next revenues of the System.

Utility System Revenue Bonds, Series 2014
Issued on December 5, 2014 in the amount of $22,215,000. The purpose of the bonds was to finance the costs of certain capital improvements to the City's water system and sewer system and to retire the City's outstanding utility system bond anticipation note, Series 2014. The Bonds are special obligations of the City, payable solely from and secured by a lien upon and pledge of the Pledged Revenues of the System.

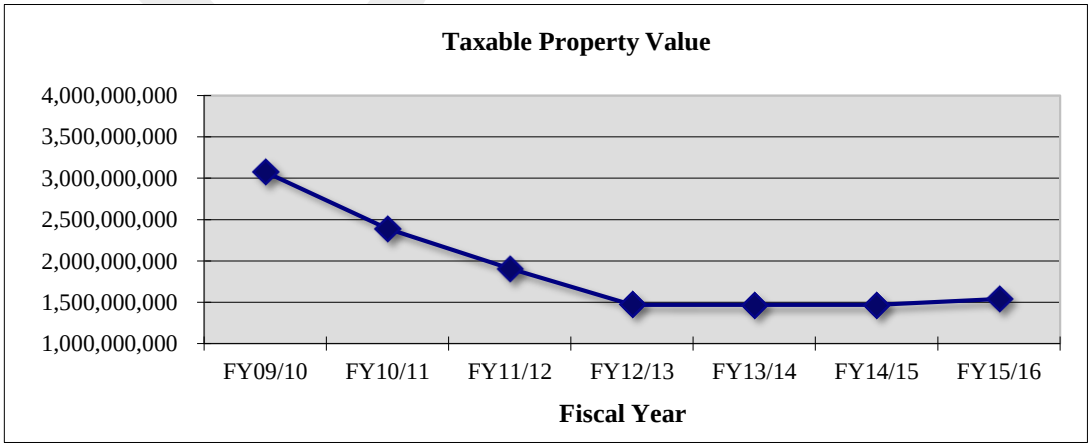
Clean Water State Revolving Fund Loan (SRF Loan)
Issued on March 29, 2011 and amended in April of 2013 and October 2014 by the Florida Water Pollution Control Financing Corporation. Issued for the planning, design, pre-construction and construction of the City's new treatment and reuse facility. The repayment schedule will be determined upon completion of construction. The lien on the net revenues of the system is on a junior and subordinated lien position to the Utility Revenue bonds series 2013 and 2014.

SOUND PUBLIC STEWARDSHIP

The preparation of the budget involves a variety of challenges and difficult decisions. Staff efforts in preparing this budget were guided by a commitment to long-term, sound public stewardship practices. The City operates within a complex financial environment and is dedicated to strong financial management of the public's resources. This is especially critical when there is ever-increasing pressure to realize greater productivity with fewer dollars. The City's primary focus is current and future financial stability through projection of future impacts of current decisions.

HISTORICAL COMPARISON OF TAXABLE PROPERTY VALUE & AD VALOREM RATES

Valuation Date	January 1, 2009	January 1, 2010	January 1, 2011	January 1, 2012	January 1, 2013	January 1, 2014	January 1, 2015
Fiscal Year	**FY09/10**	**FY10/11**	**FY11/12**	**FY12/13**	**FY13/14**	**FY14/15**	**FY15/16**
Real Property	$ 2,303,909,937	$ 1,825,113,157	$ 1,383,512,790	$ 1,380,197,738	$ 1,452,343,043	$ 1,576,119,435	$ 1,699,371,873
Personal Property	85,134,985	83,427,970	91,634,464	89,627,858	89,236,363	85,292,874	84,197,314
Estimated Gross Value	2,389,044,922	1,908,541,127	1,475,147,254	1,469,825,596	1,541,579,406	1,661,412,309	1,783,569,187
Less Net New Value	(28,181,737)	(15,977,226)	(4,027,734)	(9,222,255)	(4,179,043)	(8,240,042)	(9,000,991)
Current Year Adjusted	2,360,863,185	1,892,563,901	1,471,119,520	1,460,603,341	1,537,400,363	1,653,172,267	1,774,568,196
Prior Year Final	3,077,055,813	2,389,044,922	1,908,541,127	1,475,147,254	1,469,825,596	1,469,825,596	1,541,579,406
Inc(dec) in Prior Year	$ (716,192,628)	$ (496,481,021)	$ (437,421,607)	$ (14,543,913)	$ 67,574,767	$ 183,346,671	$ 232,988,790
% Change in Value of Existing Property	-23.28%	-20.78%	-22.92%	-0.99%	4.60%	12.47%	15.11%
% Change Adjusted for Senior Exemption							
Overall Change from PY							
Inc(dec) From Prior Year	$ (688,010,891)	$ (480,503,795)	$ (433,393,873)	$ (5,321,658)	$ 71,753,810	$ 191,586,713	$ 241,989,781
Percentage	-22.36%	-20.11%	-22.71%	-0.36%	4.88%	13.03%	15.70%
Ad valorem Tax Millage Rate							
Millage Rate	5.43755	6.37760	8.29950	7.99000	7.99000	7.99000	7.99000
Rolled-Back Rate	5.43755	6.93880	8.29950	8.35910	7.62430	7.42500	7.48050
Difference	-	(0.56120)	-	(0.36910)	0.36570	0.56500	0.50950
Statutory Tax Increase	0.00%	-8.09%	0.00%	-4.42%	4.80%	7.61%	6.81%



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GENERAL FUND SUMMARY

		General Fund
SOURCES		
Taxes	$	25,849,000
Licenses & Permits		518,000
Intergovernmental Revenue		8,004,400
Charges for Services		650,000
Fines & Forfeits		311,500
Miscellaneous Revenue		874,000
Total Operating Revenues:		36,206,900
Transfers In		-
Total Revenues and Transfers In		36,206,900
Fund Balance Carryforward - 9/30/14		21,053,268
Total Source of Funds:	$	57,260,168
USES		
General Government	$	9,121,300
Public Safety		20,552,100
Transportation		2,409,900
Culture/Recreation		2,882,100
Operating Expenditures		34,965,400
Capital Outlay		500,000
Transfers Out		500,000
Total Expenditures and Transfers Out:		35,965,400
Ending Fund Balance - 9/30/15		21,294,768
Total Use of Funds:	$	57,260,168

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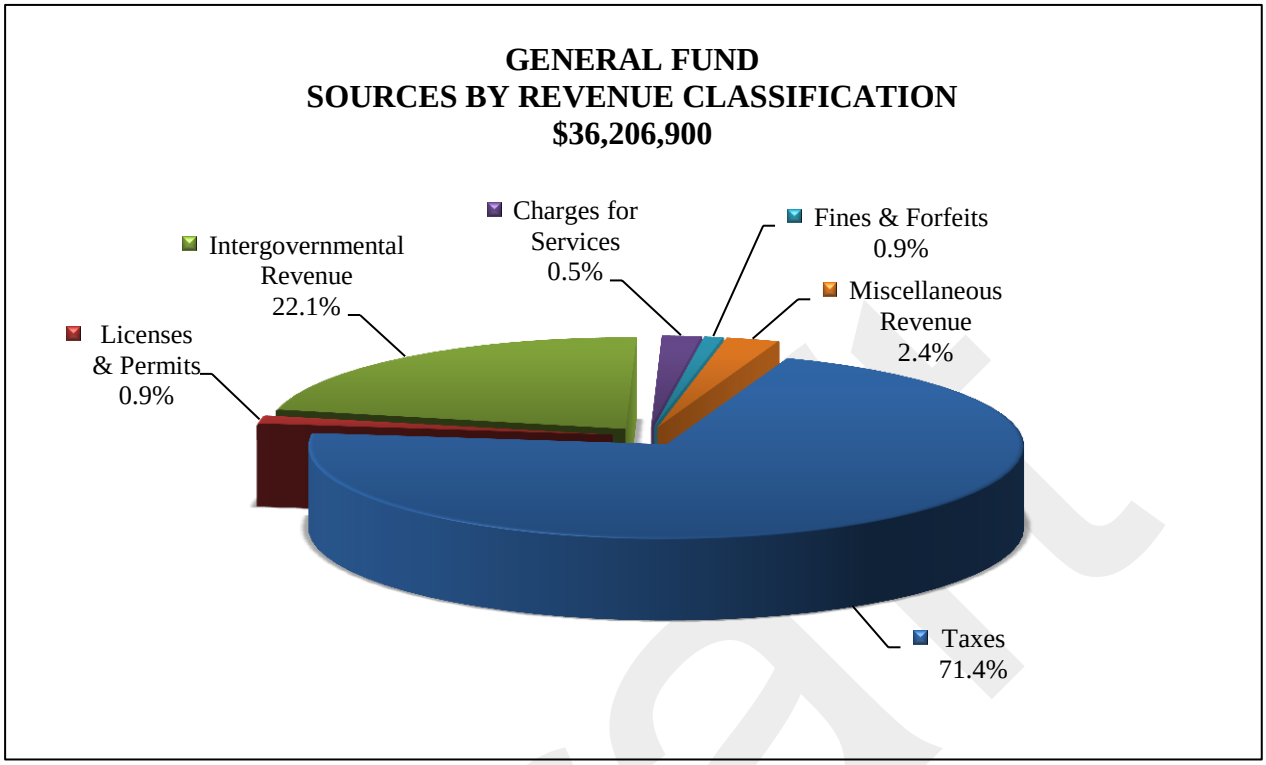
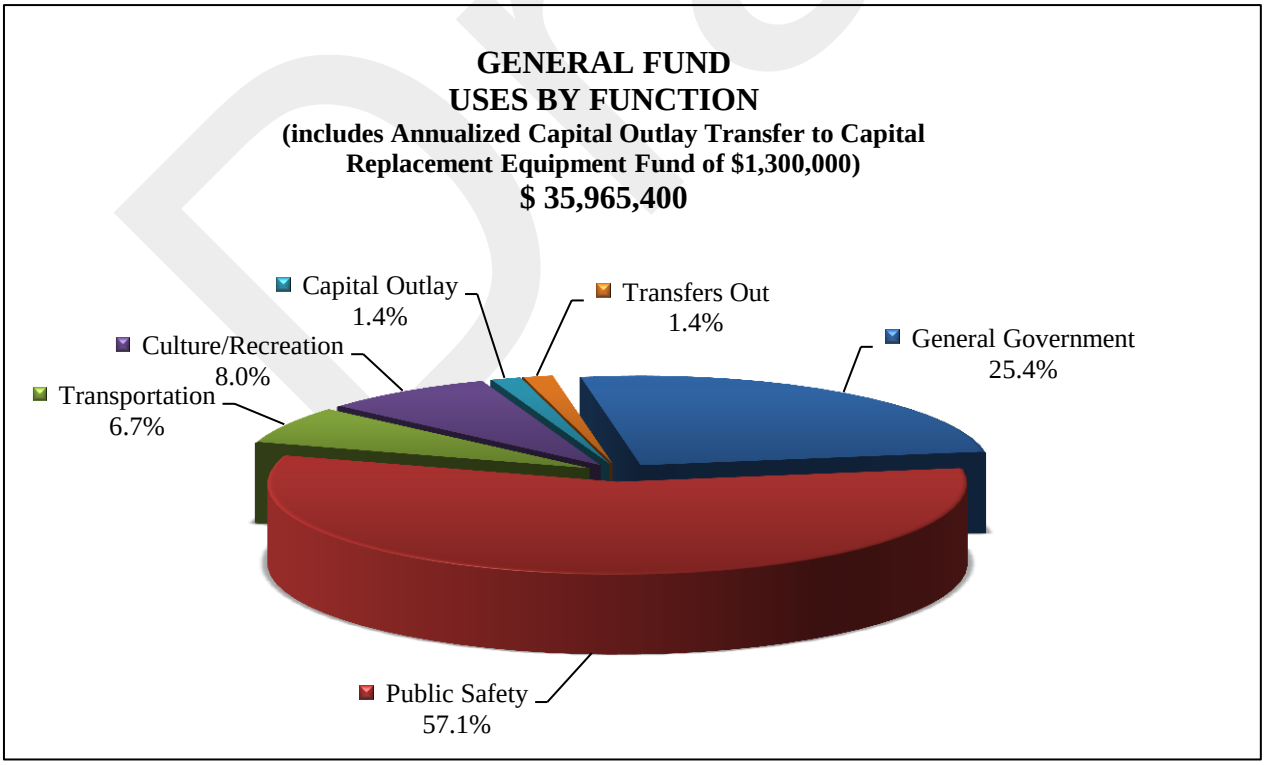

GENERAL FUND
SOURCES BY REVENUE CLASSIFICATION
$36,206,900
Charges for Services 0.5%
Fines & Forfeits 0.9%
Intergovernmental Revenue 22.1%
Miscellaneous Revenue 2.4%
Licenses & Permits 0.9%
Taxes 71.4%


GENERAL FUND
USES BY FUNCTION
(includes Annualized Capital Outlay Transfer to Capital Replacement Equipment Fund of $1,300,000)
$ 35,965,400
Capital Outlay 1.4%
Transfers Out 1.4%
Culture/Recreation 8.0%
General Government 25.4%
Transportation 6.7%
Public Safety 57.1%

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GENERAL FUND
SOURCES BY REVENUE CLASSIFICATION

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
SOURCES				
Taxes				
Ad Valorem Taxes	$ 11,405,246	$ 11,968,962	$ 12,750,000	$ 13,594,000
Electric Utility Franchise	3,405,299	3,742,292	3,714,000	3,875,000
Gas Franchise Fees	31,589	51,747	50,000	50,000
Electric Utility Service Tax	4,303,350	4,616,697	4,686,000	4,970,000
Telecommunications Service Tax	2,913,172	2,642,399	2,509,000	2,515,000
Gas/Propane Service Tax	99,254	115,811	108,000	115,000
Local Business Tax	475,036	322,411	365,000	305,000
FF Pension Insurance Premium Tax	429,488	435,643	425,000	425,000
	23,062,434	23,895,962	24,607,000	25,849,000
Licenses and Permits				
Building Permits and Inspections	313,337	471,550	400,000	450,000
Sidewalk Fees	857	1,565	1,000	1,000
Other Fees and Permits	69,016	76,801	71,000	67,000
	383,210	549,916	472,000	518,000
Intergovernmental Revenues				
Grants	5,965	23,876	-	-
State Revenue Sharing	2,141,004	2,428,680	2,381,000	2,646,000
Alcoholic Beverage Licenses	14,761	9,936	15,000	10,000
Half-Cent Sales Tax	3,921,434	4,137,246	4,159,000	4,442,000
FF Supplemental Compensation	21,783	21,693	23,000	23,400
8th Cent Motor Fuel Use Tax	766,844	832,309	827,000	883,000
	6,871,791	7,453,740	7,405,000	8,004,400
Charges For Services				
Public Safety Fees	59,113	63,588	60,000	65,000
Parks/Recreation Fees	83,075	81,534	100,000	85,000
Foreclosure Registration Fee	-	-	300,000	500,000
	142,188	145,122	460,000	650,000
Fines and Forfeits				
Law Enforcement Fines	81,765	94,514	90,000	90,000
Parking Violations/Fines	3,385	840	2,000	1,500
Code Enforcement Violations	148,229	199,777	170,000	220,000
	233,379	295,131	262,000	311,500
Other				
Interest Income	109,626	157,846	135,000	150,000
Rentals & Leases	222,990	250,968	275,000	275,000
Other	189,811	208,306	158,000	173,000
Administration Charges	491,600	276,000	276,000	276,000
Recycling Proceeds	39,088	27,871	30,000	-
	1,053,115	920,991	874,000	874,000
Total Revenues:	31,746,117	33,260,862	34,080,000	36,206,900
Transfers In	-	23,000	-	-
Fund Balance Carryforward	16,637,048	18,588,125	21,349,568	21,053,268
TOTAL SOURCES:	$ 48,383,165	$ 51,871,987	$ 55,429,568	$ 57,260,168

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GENERAL FUND
USES BY FUNCTION SUMMARY

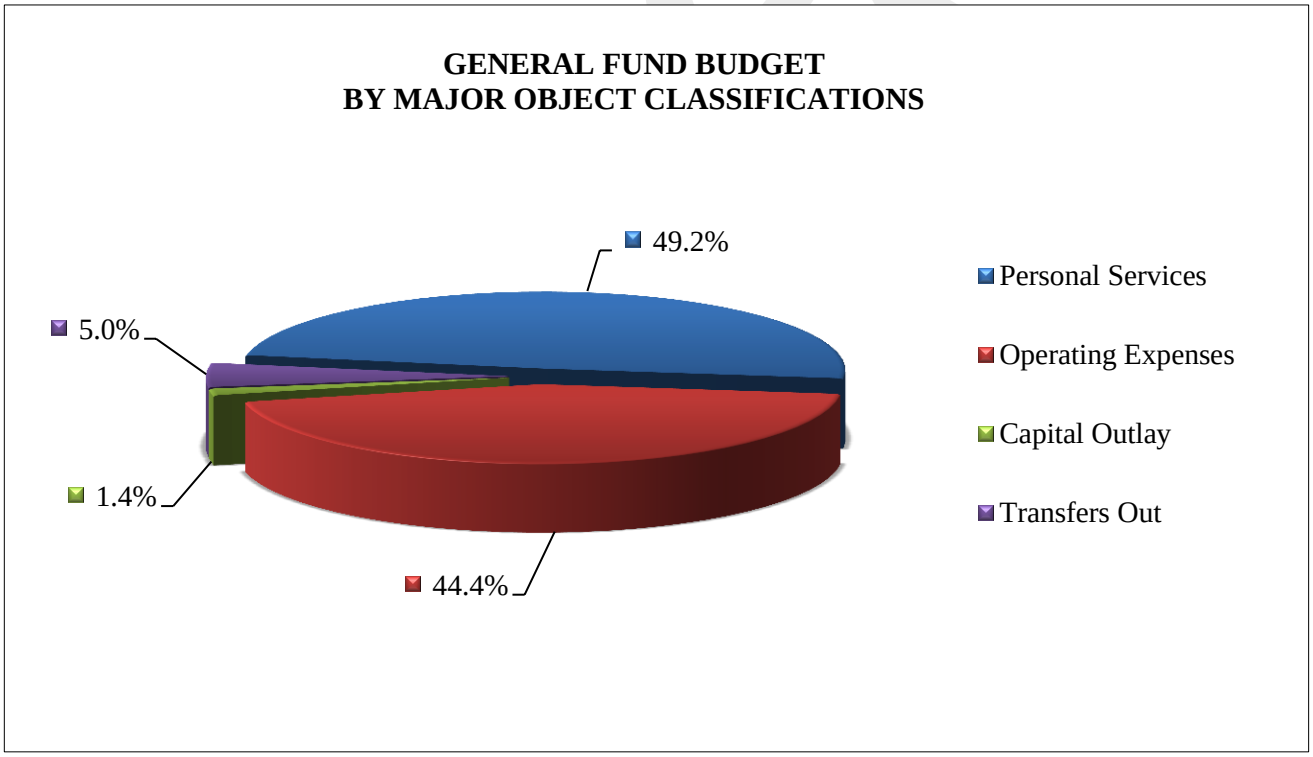
Description ***USES***	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
General Government				
City Commission	$ 279,426	$ 315,527	$ 400,000	$ 356,100
City Manager	827,251	707,797	788,200	1,000,300
City Clerk	435,880	416,437	426,400	539,200
Fiscal Services	1,016,174	1,140,567	1,236,600	1,308,600
Information Technology Services (1)	-	-	-	-
City Attorney	503,243	497,924	509,400	524,200
Planning & Development Services	718,001	727,452	798,900	976,000
Building & Zoning Services	700,092	745,378	831,100	681,500
Human Resources	403,345	441,700	473,400	540,700
General Government	1,140,737	1,108,620	1,379,500	1,256,200
Enforcement Services	1,288,009	1,355,016	1,592,300	1,723,500
Total General Government	7,312,158	7,456,418	8,435,800	8,906,300
Public Safety:				
Law Enforcement	9,322,544	9,636,510	9,884,600	10,178,500
Fire - Administration	1,021,828	967,967	1,126,100	1,338,900
Fire - Operations	7,009,542	7,376,452	7,818,200	8,555,700
Total Fire Services	8,031,370	8,344,419	8,944,300	9,894,600
Total Public Safety	17,353,914	17,980,929	18,828,900	20,073,100
Transportation:				
Public Works - Traffic Division	445,595	554,663	596,300	598,800
Public Works - Engineering	112,105	110,650	116,100	158,800
Public Works -Field Operations	632,512	680,252	725,900	774,400
Public Works - Administration	204,712	200,156	242,200	256,700
Fleet Maintenance	308,362	208,267	272,500	275,200
Total Transportation	1,703,286	1,753,988	1,953,000	2,063,900
Culture & Recreation:				
Parks & Recreation	1,917,001	2,114,798	2,558,600	2,622,100
Total Appropriations	28,286,359	29,306,133	31,776,300	33,665,400
Capital Outlay	455,681	152,786	500,000	500,000
Transfers Out:				
Stormwater Fund	-	-	-	-
Transportation Fund	-	-	500,000	500,000
Streetlighting Fund	-	-	-	-
Municipal Complex Fund	-	-	-	-
Park Projects Fund	3,000	13,500	300,000	-
Replacement Equipment Fund	1,050,000	1,050,000	1,300,000	1,300,000
Total Transfers	1,053,000	1,063,500	2,100,000	1,800,000
Total Appropriations, Capital Outlay and Transfers	29,795,040	30,522,419	34,376,300	35,965,400
Ending Fund Balance:				
Natural Disaster Reserve	6,000,000	6,000,000	6,000,000	6,000,000
Operating Reserve	-	-	5,513,000	5,828,000
Economic Development Incentive Reserve	1,000,000	1,000,000	1,000,000	1,000,000
City Infrastructure Reserve	1,000,000	1,000,000	1,000,000	1,000,000
Grant Match Reserve	-	-	-	500,000
Unreserved/Undesignated	10,588,125	13,349,568	7,540,268	6,966,768
Ending Fund Balance	18,588,125	21,349,568	21,053,268	21,294,768
TOTAL USES:	$ 48,383,165	$ 51,871,987	$ 55,429,568	$ 57,260,168

(1) Information Technology Services is fully allocated to all departments within the City.

Draft

GENERAL FUND
USES BY EXPENDITURE CLASSIFICATION

Uses	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services	$ 14,383,508	$ 15,001,821	$ 16,419,500	$ 17,700,700
Operating Expenses	13,902,852	14,304,312	15,386,800	15,964,700
Capital Outlay	455,681	152,786	500,000	500,000
Transfers Out	1,053,000	1,063,500	2,218,000	1,800,000
TOTAL	$ 29,795,041	$ 30,522,419	$ 34,524,300	$ 35,965,400



GENERAL FUND
DIVISIONS BY MAJOR OBJECT CLASSIFICATION

Division	Personal Services	Operating Expenses	Capital Outlay	Transfers Out: Replacement Equipment	Transfers Out: Other	Total
General Government:						
City Commission	$ 102,800	$ 253,300	$ -	$ 8,000	$ -	$ 364,100
City Manager	796,700	203,600	-	6,000	-	1,006,300
City Clerk	350,100	189,100	-	11,000	-	550,200
Fiscal Services	1,102,100	206,500	-	10,000	-	1,318,600
Information Technology Services (1)	-	-	-	-	-	-
City Attorney	136,800	387,400	-	9,000	-	533,200
Planning & Development Services	705,400	270,600	-	38,000	-	1,014,000
Building & Zoning Services	551,200	130,300	-	62,000	-	743,500
Human Resources	394,000	146,700	-	9,000	-	549,700
General Government	45,800	1,210,400	-	-	500,000	1,756,200
Enforcement Services	1,186,600	536,900	-	62,000	-	1,785,500
Total General Government	5,371,500	3,534,800	-	215,000	500,000	9,621,300
Public Safety:						
Law Enforcement	-	10,178,500	-	-	-	10,178,500
Fire Administration	957,200	381,700	-	479,000	-	1,817,900
Fire Operations	7,623,600	932,100	-	-	-	8,555,700
Total Fire Services	8,580,800	1,313,800	-	479,000	-	10,373,600
Total Public Safety	8,580,800	11,492,300	-	479,000	-	20,552,100
Transportation:						
Traffic Division	292,400	306,400	500,000	26,000	-	1,124,800
Engineering	141,600	17,200	-	-	-	158,800
Field Operations	540,500	233,900	-	273,000	-	1,047,400
Administration	123,800	132,900	-	-	-	256,700
Fleet Maintenance	386,600	(111,400)	-	47,000	-	322,200
Total Transportation	1,484,900	579,000	500,000	346,000	-	2,909,900
Culture/Recreation:						
Parks & Recreation	1,567,500	1,054,600	-	260,000	-	2,882,100
Sub Total	$ 17,004,700	$ 16,660,700	$ 500,000	$ 1,300,000	$ 500,000	$ 35,965,400
Personal Service Cost Included in Information Technology Services Allocation (1)	696,000	(696,000)	-	-	-	-
Total Appropriations	$ 17,700,700	$ 15,964,700	$ 500,000	$ 1,300,000	$ 500,000	$ 35,965,400

(1) Information Technology Services is fully allocated to all departments within the City.

Draft

Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 9,896,078	$ 9,913,425	$ 10,671,600	$ 11,102,700
Overtime	378,521	638,233	382,500	711,300
Other Pay	42,403	41,831	49,600	53,800
Benefits and Taxes	4,066,506	4,408,332	5,315,800	5,832,900
Total Personal Service Costs	14,383,508	15,001,821	16,419,500	17,700,700
Operating Expenditures	13,902,852	14,304,320	15,386,800	15,964,700
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	1,050,000	1,050,000	1,300,000	1,300,000
Capital Outlay	455,681	152,786	500,000	500,000
Debt Service	-	-	-	-
Other Transfers Out	3,000	13,500	918,000	500,000
Total Expenditures & Transfers Out	$29,795,041	$30,522,427	$ 34,524,300	$ 35,965,400
Staffing:				
Full-Time	192	195	197	200
Part-Time	19	18	17	19
Operating Expenditure Detail:				
5231 - Professional Fees	$ 482,103	$ 503,012	$ 712,557	711,700
5232 - Accounting and Auditing	54,500	58,500	60,000	60,000
5233 - Court Reporter Services	248	-	-	-
5234 - Other Contractual Services	9,856,939	10,197,072	10,576,300	10,931,900
5240 - Travel and Per Diem	19,457	15,875	32,100	42,400
5241 - Communications and Freight Services	305,497	309,566	359,600	375,000
5243 - Utility Services	665,144	655,445	694,300	672,000
5244 - Rentals and Leases	254,965	254,104	256,000	256,000
5245 - Insurance	537,649	500,613	572,043	610,000
5246 - Repairs and Maintenance Services	841,372	842,895	929,800	965,700
5247 - Printing and Binding	22,811	31,092	31,000	30,200
5248 - Promotional Activities	83,635	106,871	118,800	164,900
5249 - Other Current Charges	161,159	196,703	227,900	329,400
5251 - Office Supplies	54,547	71,163	91,315	95,800
5252 - Operating Supplies	724,393	770,225	886,485	995,900
5253 - Road Materials & Supplies	44,169	55,994	59,000	66,500
5254 - Publications, Memberships & Training	155,710	124,457	235,900	213,300
9901 - IT Costs Allocated To Other Funds (1)	(247,398)	(242,198)	(308,500)	(383,500)
9904 - Fleet Maintenance Charge (2)	(180,048)	(200,569)	(191,800)	(228,500)
5882 - Aid To Private Organizations	66,000	53,500	44,000	56,000
Total	$13,902,852	$14,304,320	$ 15,386,800	$ 15,964,700

(1) Information Technology Services is fully allocated to all departments within the City. The negative balance represents amounts allocated outside the General Fund, i.e. to the Stormwater Fund, Solid Waste Fund, Deltona Water.

(2) Fleet maintenance is allocated to Stormwater Fund, Solid Waste Fund, and Deltona Water.

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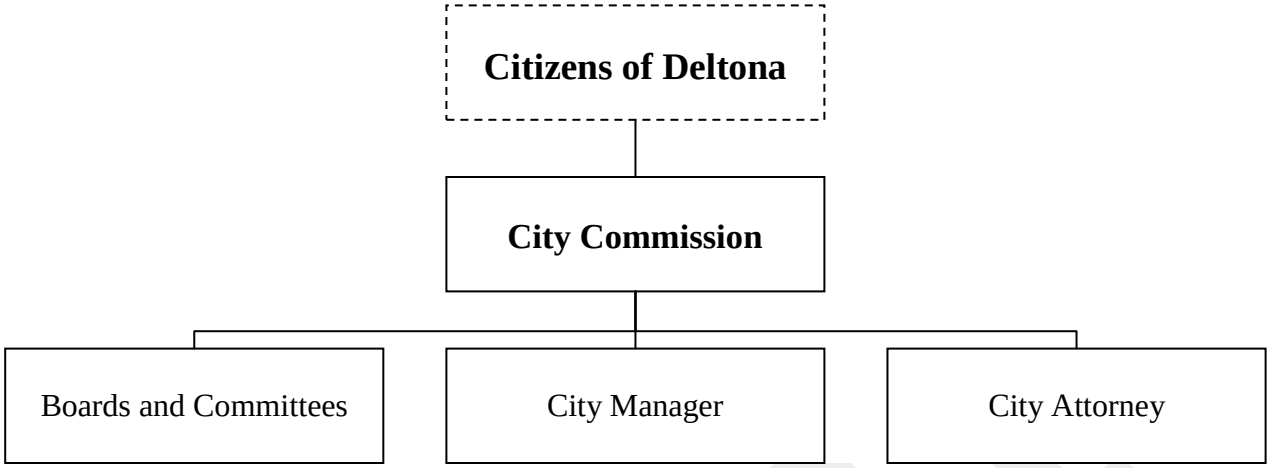
CITY COMMISSION



Division activities/programs shown with dotted lines reflect notable areas not identified as a separate budget page.

CITY COMMISSION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Mayor and Commission	-	-	-	-	-	-	Charter
Executive Assistant	-	-	-	1	-	1	12
Administrative Assistant II	1	1	1	-	-	-	8
TOTAL	**1**	**1**	**1**	**1**	**-**	**1**	

Functional Duties: The City operates under a Commission-Manager form of government consisting of 7 elected officials and an appointed City Manager. Residents elect, through non-partisan elections, a Mayor who represents the City at-large and six Commission members who each represent a specific district of the community. Elected officials serve staggered, 4-year terms, with a limit of two consecutive 4-year terms. The Mayor serves as the presiding officer at official meetings and as the ceremonial head of the City. A Vice Mayor is elected annually by the City Commission from among the Commission members. The elected officials serve with compensation as provided in the City's Charter and may request and receive reimbursement of actual expenses incurred while performing their official duties. The Mayor and Commission are responsible for the legislative and policy functions of City Government. These functions include appointing Charter Officers (City Manager, City Attorney); enacting ordinances, resolutions and other official acts necessary for the proper governing of the City; reviewing and adopting the annual budget; reviewing and acting upon recommendations of the City Manager and various boards/committees; appointing advisory board members; contracting municipal services for the City; and promoting the protection, safety and general welfare of the citizens of Deltona.

CITY COMMISSION

VISION STATEMENT: *Deltona is a premiere City that takes pride in our neighborhoods and embraces the diversity of our residents. This caring community provides a high quality of life where people live, work and play in a safe and secure environment. With an appreciation for our history, and our location along the St. John's River, we ensure a sustainable future through the careful stewardship of our resources.*

MISSION STATEMENT: *It is the mission of the Deltona City Government to anticipate and provide for the needs of its residents with quality service, innovation and leadership for today and in the future.*

CITY ADVISORY BOARDS

QUALIFICATIONS

To be qualified for appointment to a City Advisory board, a prospective appointee must reside within the City limits. All applicants for a City Advisory Board/Committee shall complete a Citizen Board/Committee application form, which will be kept on file by the City Clerk. Advisory Board members serve their appointed term without monetary compensation. Additional qualifications may be ordained or be otherwise applied to a particular board. Individual members of the City Commission appoint Board members, with the approval of the City Commission, or by the City Commission as an elected body.

STRUCTURE

The City Commission and staff, with the help of advisory boards/committees determine overall goals. Citizen members advise and assist the City Commission in areas of special concern, opening additional lines of communication between the general public and the City Commission. Such groups help assure that City government is responsive to its citizens.

Current City of Deltona Advisory Boards/Committees are listed as follows:

ECONOMIC DEVELOPMENT ADVISORY BOARD (7 MEMBERS)

This board is utilized to study economic issues and make recommendations to the City Commission on programs involving the economic development of the City. Meetings are held on as needed basis, at least quarterly, the second Friday of the month at 3:30 p.m., at City Hall, 2nd Floor Conference Room, 2345 Providence Blvd.

FIREFIGHTERS' PENSION PLAN BOARD OF TRUSTEES (5 MEMBERS)

This Board of Trustees oversees the investments, distributions and management of the Firefighters' Pension Plan in conjunction with the City's Finance Director. Meetings are held on an as needed basis, at least quarterly, at City Hall, 2nd Floor Conference Room, 2345 Providence Blvd.

PARKS & RECREATION ADVISORY COMMITTEE (7 MEMBERS)

This committee was established to advise the City Commission on policies related to parks and recreation related projects, programs, facilities or activities. Meetings are held the 2nd Tuesday of each month, at 6:00 p.m., at the Deltona Commission Chambers, 2345 Providence Blvd. Three Sub-Committees, one for Teens, one for Seniors, and one for Citizens Accessibility have also been established and these Committees meet on a monthly basis at various City locations.

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CITY ADVISORY BOARDS (Continued)

PLANNING AND ZONING BOARD (7 MEMBERS)

Quasi-judicial board responsible for making recommendations to the City Commission on planning and zoning related matters. The Board meets on a monthly basis to review requests for special exceptions, conditional uses, site plan reviews, and rezoning requests. Meetings are held the 3rd Wednesday of each month, at 7:00 p.m., at the Deltona Commission Chambers, 2345 Providence Blvd.

SPECIAL MAGISTRATE

The Deltona City Commission voted via the adoption of Ordinance No. 20-2004 on July 19, 2004, to dissolve the City's Code Enforcement Board and appoint a Special Magistrate to adjudicate any matter that could be brought before the Code Enforcement Board including matters regarding the City of Deltona codes, ordinances, and other violations. Meetings of the Special Magistrate are held on the 4th Wednesday of each month, at 5:30 p.m., at the Deltona Commission Chambers, 2345 Providence Blvd.

WILLIAM S. HARVEY SCHOLARSHIP SELECTION COMMITTEE (7 MEMBERS)

At its February 4, 2008 Regular Meeting, the City Commission approved the creation of a Scholarship Selection Committee which was renamed the William S. Harvey Deltona Scholarship Advisory Board after former Commissioner William S. Harvey. The Scholarship Program provides financial assistance for college/university related expenses to outstanding Deltona students. The Committee is responsible for reviewing applications from area students and recommending scholarship awards to the City Commission. Meetings of the Scholarship Advisory Board vary throughout the year and are held most often during the full through spring. Meetings are held at City Hall, 2nd Floor Conference Room, 2345 Providence Blvd.

AFFORDABLE HOUSING ADVISORY COMMITTEE

This board is made up of eleven (11) members who shall report to the City Commission on affordable housing related established policies, procedures, ordinances, land development regulations, and review of the Comprehensive Plan; to include, recommended changes in Section 420.9076, F.A.C. Meetings are held on the 3rd Tuesday of the month at 6:00 p.m. on an as needed basis at City Hall, Room 150A, 1st Floor South Wing.

ORDINANCE REVIEW COMMITTEE

At its July 6, 2015 Regular Meeting, the City Commission approved the creation of the Ordinance Review Committee. The committee will review ordinances only as specifically designated by the City Commission, and shall make recommendations to the City Commission as to such ordinances. Meetings dates, times and location are to be determined.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001110 GENERAL FUND - CITY COMMISSION								
001110 511000	EXEC SAL	64,838.59	65,086.88	65,034.36	57,890.60	65,400.00	67,700.00	3.5%
001110 511200	SAL & WAGE	28,241.89	34,401.64	34,305.89	28,161.56	31,400.00	18,800.00	-40.1%
001110 511400	OVERTIME	31.57	115.92	500.52	326.97	600.00	400.00	-33.3%
001110 512100	FICA TAX	6,507.62	6,931.38	6,673.44	5,622.39	6,900.00	6,100.00	-11.6%
001110 512200	RETIRECONT	1,411.52	881.46	1,540.60	2,093.65	2,400.00	1,400.00	-41.7%
001110 512300	H/D/L INS	7,206.54	9,631.38	10,530.54	11,357.22	12,500.00	7,600.00	-39.2%
001110 512400	WORKERCOMP	1,384.45	1,650.06	1,410.30	1,166.70	1,400.00	800.00	-42.9%
001110 523101	PROFSVC-OT	.00	119.99	51,041.34	55,250.00	55,000.00	59,000.00	7.3%
001110 523106	LITIGATION	59,999.99	.00	.00	.00	.00	.00	.0%
001110 524001	TRAV&PERDM	4,426.64	6,866.71	8,086.11	8,284.40	10,400.00	12,700.00	22.1%
001110 524101	COMMUNICAT	1,840.72	3,413.38	3,528.73	2,977.59	3,700.00	3,700.00	.0%
001110 524602	R&M E/Q	297.68	.00	.00	.00	.00	.00	.0%
001110 524701	PRINT GEN	578.48	355.00	174.00	966.20	400.00	200.00	-50.0%
001110 524801	PROMO ACTI	5,419.47	6,921.63	474.94	880.45	900.00	25,900.00	2777.8%
001110 524901	RECOG	967.00	523.49	2,985.13	855.18	1,100.00	1,100.00	.0%
001110 524903	REIMBURSAB	.00	.00	.00	2,894.51	.00	.00	.0%
001110 524904	LGL&CLASAD	.00	.00	.00	.00	25,000.00	.00	-100.0%
001110 525101	OFFICE SUP	773.99	983.11	1,024.36	377.11	1,000.00	1,000.00	.0%
001110 525102	FURN & E/Q	.00	.00	.00	1,693.80	.00	.00	.0%
001110 525206	UNIFORMS	375.90	361.20	514.26	553.82	800.00	800.00	.0%
001110 525210	OPERAT SUP	106.83	121.01	94.86	154.13	1,000.00	500.00	-50.0%
001110 525400	PUB,MEM,TR	90,114.50	60,953.00	59,467.00	71,201.00	90,600.00	65,700.00	-27.5%
001110 588200	AID TO ORG	51,000.00	66,000.00	53,500.00	42,000.00	44,000.00	56,000.00	27.3%
001110 910501	CAPITL-RPL	8,000.00	8,000.00	8,000.00	6,666.60	8,000.00	8,000.00	.0%
001110 990131	IT - Costs	17,879.91	14,108.67	14,641.08	17,083.30	20,500.00	26,700.00	30.2%
TOTAL GENERAL FUND - CITY CO		351,403.29	287,425.91	323,527.46	318,457.18	383,000.00	364,100.00	-4.9%

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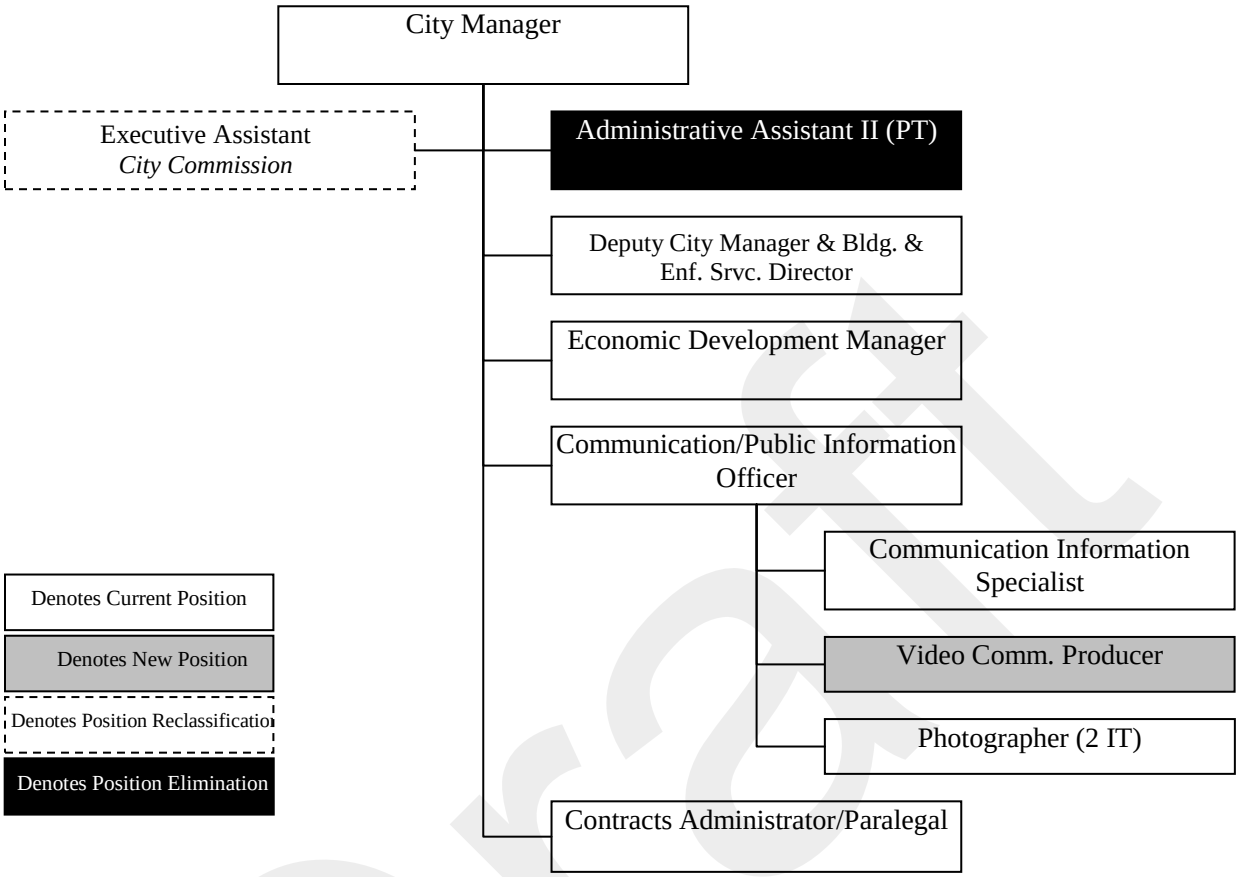
CITY MANAGER'S OFFICE



CITY MANAGER'S OFFICE							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
City Manager	1	1	1	1	-	1	Contract
Deputy City Manager	1	1	1	1	-	1	EBB
Comm/Public Info Officer	1	1	1	1	-	1	18
Economic Dev. Manager	-	1	1	1	-	1	18
Business Dev. Manager	1	-	-	-	-	-	17
Community Information Specialist	1	1	1	1	-	1	16
Video Communications Producer	-	-	-	-	1	1	16
Contract Administrator/Paralegal	-	1	1	1	-	1	13
Administrative Assistant II (PT)	-	1	1	-	-	-	8
Administrative Assistant I (PT)	1	-	-	-	-	-	6
Photographer (IT)	2	2	2	2	-	2	1
TOTAL	**8**	**9**	**9**	**8**	**1**	**9**	

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CITY MANAGER'S OFFICE

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Functional Duties: The City Manager as Chief Executive Administrative Officer of the City, plans, organizes and directs the activities of all Departments of the municipality. In carrying out these duties, the City Manager interprets and implements City Commission policies; coordinates departmental efforts; handles citizens' inquiries, complaints and requests; prepares management reports that will assist in the decision making process; recommends legislation that appears necessary and desirable; represents the City in its relations with the public, the press and other governmental entities; submits the annual budget for approval; and executes policies and desires of the City Commission through administrative directives.

Mission Statement: *"The mission of the City Manager's Office is to manage and direct all activities of the City government as outlined by the City Charter, Code of Ordinances and as directed by the City Commission. The City Manager's Office strives to provide the residents of Deltona with services that are efficient, cost effective and meet their needs through customer service-based delivery."*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Leadership
  - Bring together the leadership, vision, and focus on results needed to maintain a quality lifestyle for our residents by managing financial and human resources, delivering services, and planning and preparing for community development and re-development.
  - Maintain commitment to high ethical standards by the City Manager and throughout the organization, and encourage continued professional development of City staff.
- Fiscal Highlights
  - Combined two administrative positions into one through attrition.
  - Combined Deputy City Manager and Building and Enforcement Services Director function.
- Public Information Office
  - Enhancements in the form of equipment to better able serve the community, promotional activities and promotional and educational programming on DTV.
  - Addition of a staff member in order to enhance live broadcasting and video marketing.
- Office of Economic Development
  - Hiring of a professional business retail recruitment and economic development firm.
  - Hiring of a contractual staff member to assist with economic development efforts.

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CITY MANAGER'S OFFICE

GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)

Key Objectives:

- Responsiveness
  - Ensure that the policies as established by the Mayor and City Commission are carried out as efficiently, effectively, and equitably as possible.
  - Ensure that the day-to-day operations of the City are managed by professionals who are educated and trained in current City management practices, state and federal laws and mandates, and cost-effective service delivery.
  - Oversee the preparation and management of a comprehensive annual budget and capital improvement program that ensures fiscal responsibility while meeting the needs of our citizenry.
  - Ensure Commission is provided with advice and options concerning emerging issues and policy to achieve the City's overall mission.
- Service
  - Ensure adequate resources to meet service levels.
  - Facilitate interdepartmental, as well as interagency, cooperation.
  - Continue to identify and implement best practices that will enhance, or at a minimum, maintain current levels of service given the difficulties of the present economic environment.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001121 GENERAL FUND - CITY MANAGER								
001121 511000	EXEC SAL	135,151.12	237,999.44	134,687.48	31,701.06	69,200.00	166,000.00	139.9%
001121 511200	SAL & WAGE	301,828.55	321,851.59	262,479.03	251,633.88	301,200.00	375,100.00	24.5%
001121 511400	OVERTIME	633.31	1,136.24	1,720.35	2,251.07	2,400.00	3,500.00	45.8%
001121 511600	AUTO ALLOW	.00	.00	.00	350.00	6,000.00	8,200.00	36.7%
001121 512100	FICA TAX	30,895.79	33,979.19	28,270.05	20,709.88	25,800.00	38,900.00	50.8%
001121 512200	RETIRECONT	49,802.97	46,855.76	89,279.28	31,202.57	49,500.00	96,100.00	94.1%
001121 512300	H/D/L INS	51,746.88	50,183.52	44,092.27	46,284.42	55,000.00	98,600.00	79.3%
001121 512400	WORKERCOMP	8,583.62	9,716.99	7,615.63	6,666.70	8,000.00	10,300.00	28.8%
001121 519999	CONTRA ACT	-12,780.60	-977.76	.00	.00	.00	.00	.0%
001121 523101	PROFSVC-OT	20,037.03	3,871.46	26,329.66	33,064.58	33,000.00	16,500.00	-50.0%
001121 523108	LABORATTNY	.00	.00	3,767.50	.00	.00	.00	.0%
001121 523401	OTHR CONTR	.00	.00	.00	.00	.00	1,300.00	.0%
001121 524001	TRAV&PERDM	1,789.56	2,603.69	622.88	1,256.84	3,200.00	6,900.00	115.6%
001121 524101	COMMUNICAT	3,224.82	2,429.24	1,592.29	1,566.18	3,500.00	4,200.00	20.0%
001121 524102	POSTAGE	21,883.57	21,102.21	22,043.72	16,954.58	27,800.00	30,800.00	10.8%
001121 524602	R&M E/Q	8,420.43	11,048.17	3,717.69	2,527.31	2,500.00	20,300.00	712.0%
001121 524610	R&M OTHER	.00	.00	180.00	.00	.00	.00	.0%
001121 524701	PRINT GEN	14,644.42	14,256.00	19,395.34	20,578.35	18,500.00	18,800.00	1.6%
001121 524801	PROMO ACTI	10,349.05	8,352.74	1,434.74	1,907.52	1,900.00	6,600.00	247.4%
001121 524901	RECOG	.00	.00	186.80	.00	.00	.00	.0%
001121 524903	REIMBURSAB	.00	.00	.00	15,637.73	.00	.00	.0%
001121 524913	SYMPATHIES	.00	.00	.00	.00	.00	600.00	.0%
001121 524999	OTHER CHAR	.00	97.50	.00	.00	.00	.00	.0%
001121 525101	OFFICE SUP	3,819.79	4,088.12	4,118.14	5,768.71	6,070.00	6,400.00	5.4%
001121 525102	FURN & E/Q	.00	1,951.12	3,541.37	8,535.19	9,245.00	3,300.00	-64.3%
001121 525201	FUEL&OIL	867.76	720.68	2,715.97	843.33	800.00	1,800.00	125.0%
001121 525202	TOOL & E/Q	.00	13.29	.00	780.98	.00	.00	.0%
001121 525206	UNIFORMS	115.90	271.97	232.85	131.90	300.00	1,200.00	300.0%
001121 525208	COMPUT S/W	1,680.00	2,184.00	50.99	347.42	2,170.00	3,000.00	38.2%
001121 525210	OPERAT SUP	14.99	12.38	14.31	534.87	615.00	.00	-100.0%
001121 525400	PUB,MEM,TR	10,508.31	10,845.23	11,629.02	5,272.86	11,600.00	20,500.00	76.7%
001121 910501	CAPITL-RPL	6,000.00	6,000.00	6,000.00	5,000.00	6,000.00	6,000.00	.0%
001121 990131	IT - Costs	47,872.02	42,657.81	37,967.55	40,583.30	48,700.00	59,700.00	22.6%
001121 990419	FLEETALLOC	.00	.00	112.22	913.52	200.00	1,700.00	750.0%
TOTAL GENERAL FUND - CITY MA		717,089.29	833,250.58	713,797.13	553,004.75	693,200.00	1,006,300.00	45.2%

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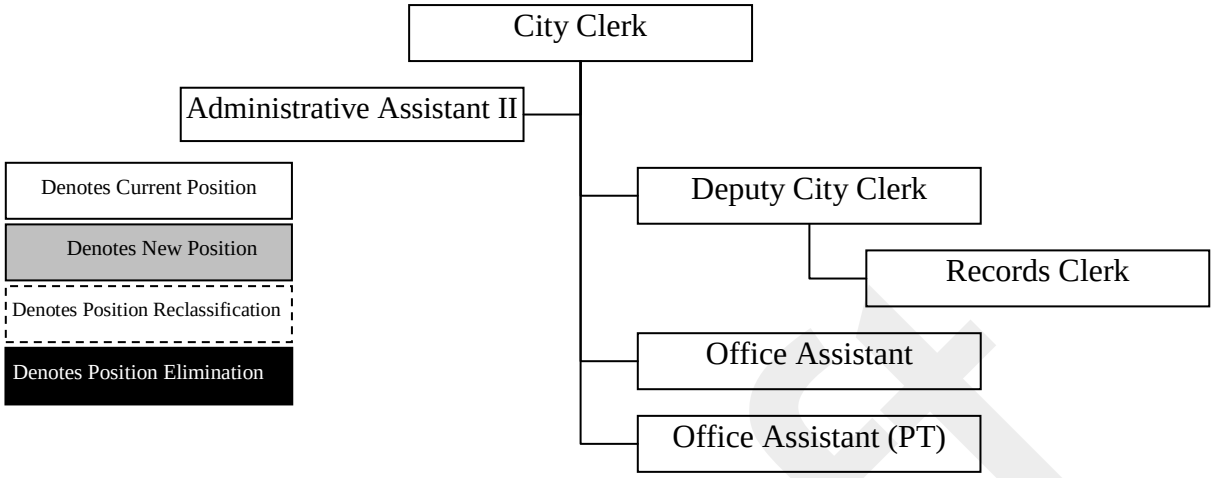
CITY CLERK'S OFFICE



CITY CLERK'S OFFICE							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
City Clerk	1	1	1	1	-	1	EBB
Deputy City Clerk	1	1	1	1	-	1	13
Administrative Assistant II	1	1	1	1	-	1	8
Records Clerk	1	1	1	1	-	1	2
Office Assistant	1	1	1	1	-	1	1
Office Assistant (PT)	1	1	1	1	-	1	1
TOTAL	**6**	**6**	**6**	**6**	**-**	**6**	

Functional Duties: The City Clerk's Office is responsible for administering all municipal legislative processes; serving as custodian of the City seal and all official City records; administering City-wide Records Management Program including optical imaging system for long-term storage; providing open access to public records; providing research support to the City Commission and staff; coordinating municipal elections, coordinating the Commission and City Advisory Boards' agenda process; maintaining an accurate record of the proceedings of the City Commission and Advisory Board/Committee/Sub-Committee meetings; attesting to and maintaining custody of all official records; processing Board/Committee/Sub-Committee applications; preparing routine ordinances, resolutions, proclamations and certificates as needed; preparing all legal advertisements and recording official City documents with the Clerk of the Circuit Court; managing and maintaining City's official website; providing notary services; overseeing codification of municipal ordinances; administering the publication and supplementation of the City Code Book; managing the City Hall 2nd floor reception area and centralized mail processing; attending meetings, webinars and conferences for educational growth related to the position; learning new regulations and procedures, and networks with others in the same field; performing administrative functions as specified per the City Charter and Florida Statutes, along with other duties related to community relations, special projects/events, voter education and citizen needs.

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CITY CLERK'S OFFICE

Mission Statement: *"The City Clerk's Office is a courteous, service-oriented team of professionals working in partnership with the community, City Commission, City Manager and employees and is dedicated to preserving the integrity of the City's official records, implementing the policies of the City of Deltona and the City Commission with the utmost professionalism, following core values that are reflected in our everyday activities with our pledge to be neutral and impartial. We are dedicated to service excellence and conduct ourselves ethically, honestly and with integrity."*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Complete full utilization and "Cloud" hosting of the Granicus system across all platforms.
- Continue on path to become a paperless City and to promote that process City-wide.
- Assist with establishment of City's new Ordinance Review Committee.
- Provide for successful mid-term elections for City residents.

Key Objectives:

- Coordinate Commission/Board agenda process & document City Commission actions efficiently.
- Provide 1st response telephonic customer service.
- Provide public information on a timely basis.
- Preserve the integrity of official City records.
- Manage the City's official website.
- Manage all legal/display advertising for the City.
- Provide internal support to City Departments.

Key Performance Measures:	Actual FY 2013/14	Estimated FY 2014/15	Budget FY 2015/16
Number of Commission/advisory board meetings	130	135	100
Number of pages of transcribed minutes	481	360	450
Number of switchboard calls	1,471	1,370	1,400
Number of public requests	265	192	185
Number of imaged documents	185,960	175,000	175,000
Number of hits/visits – City's WebPage	74,087	107,000	100,000
Hours of maintenance – City's WebPage	60	15	10

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS

- During FY 14/15, the City Clerk's Office has worked diligently to achieve the goal of being the first paperless department. In FY 14/15 the City purchased the Granicus agenda management, minutes, voting and streaming software to streamline all citywide agendas and minutes.

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CITY CLERK'S OFFICE

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

- The City Clerk's Office continues to be responsible for the overall management of City records through use of on-site storage space and document imaging through the use of *Laserfiche* optical imaging solution (software and scanners) providing long-term electronic storage of City documents thus reducing the amount of records stored in paper format.
- The Department has one scanning work station and also utilizes the 2nd floor Office Assistant position to scan from their workstation during slow times. The City Clerk's Office continues to provide training to City staff to allow search and retrieval access and in conjunction with IT will continue rotational off-site storage of DVD's containing imaged information as another means of securing vital City information.
- E-mail capture system to City's Website continues to allow residents to register to receive periodic emails regarding City happenings, special events, press releases, etc. – over 2,255 citizens are currently registered on the system. It also allows residents to send an e-mail to the appropriate department regarding issues within the City, ask questions, and provide comments, etc.
- Continue to provide "first" customer service response via 2nd floor receptionist at City Hall as well as answering overflow calls to the City's main numbers for multiple City departments; and continue to provide accurate information re: the City and other governmental operations in response to citizen/visitor inquiries received in-person, via the Internet, and by phone. The volume of public records has fluctuated over the past year.
- The City Clerk's Office continues to save both time and money on various time consuming administrative tasks such as agenda packets by utilizing new Granicus agenda management, minutes, voting and streaming software to streamline all citywide agendas and minutes.
- Adobe Acrobat Pro is used to combine the agenda packets into a single PDF document which can be uploaded to multiple media platforms (Example: computer, laptop, phone or iPad) saving the City thousands on paper, copying time and staff costs.

	Actual FY 13/14	**Estimated FY 14/15**	**Projected FY 15/16**
Agenda Packets (sets) – Commission/Board	73	72	80
Assist walk-in customers (2 reception areas)	1,544	1,528	1,525
Citizen board applications processed	31	20	20
City Website maintenance (# of hrs.)	60	15	10
City Website hits	74,087	107,000	100,000
Documents imaged (# of pages)	185,960	175,000	175,000
Documents notarized	19	15	15
Documents recorded with County Clerk	1,417	975	1,000
Legal/display advertisements	90	100	100
Minutes transcribed (pages)	481	360	450
Ordinances	12	12	12
Outgoing mail processed/posted	28,079	30,900	30,000
Public records requests	265	192	185
Resolutions	12	12	12

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001125 GENERAL FUND - CITY CLERK								
001125 511200	SAL & WAGE	208,625.99	228,192.92	209,428.33	197,356.86	210,500.00	234,800.00	11.5%
001125 511400	OVERTIME	656.29	452.48	617.26	1,526.37	1,000.00	1,300.00	30.0%
001125 512100	FICA TAX	14,305.94	16,487.27	15,287.16	14,440.13	14,900.00	16,600.00	11.4%
001125 512200	RETIRECONT	14,482.03	18,433.87	25,086.41	26,264.77	26,900.00	31,400.00	16.7%
001125 512300	H/D/L INS	47,911.60	39,649.46	39,178.52	41,541.54	47,700.00	56,500.00	18.4%
001125 512400	WORKERCOMP	8,583.62	9,716.99	8,461.81	7,166.70	8,600.00	9,500.00	10.5%
001125 523101	PROFSVC-OT	.00	.00	.00	.00	.00	10,000.00	.0%
001125 523401	OTHR CONTR	.00	.00	.00	7,590.00	.00	30,500.00	.0%
001125 523402	INDEXING	15,388.08	4,680.52	16,866.47	11,500.00	7,500.00	20,000.00	166.7%
001125 523403	RECORDMGMT	3,093.37	3,245.44	1,167.05	1,700.00	2,500.00	2,500.00	.0%
001125 523404	SW/NW MTNC	9,725.00	10,153.00	9,600.00	9,600.00	9,800.00	12,000.00	22.4%
001125 524001	TRAV&PERDM	1,309.14	.00	903.15	599.17	1,200.00	1,900.00	58.3%
001125 524101	COMMUNICAT	360.00	380.00	600.00	550.00	600.00	600.00	.0%
001125 524402	R&L E/Q	4,831.00	.00	.00	.00	.00	.00	.0%
001125 524602	R&M E/Q	697.23	701.30	403.57	1,175.97	800.00	1,000.00	25.0%
001125 524701	PRINT GEN	.00	.00	41.80	.00	300.00	.00	-100.0%
001125 524801	PROMO ACTI	31,997.20	33,889.75	.00	1,250.39	.00	.00	.0%
001125 524901	RECOG	.00	204.42	.00	.00	200.00	.00	-100.0%
001125 524904	LGL&CLASAD	8,449.47	8,529.63	23,648.00	17,013.31	22,000.00	30,000.00	36.4%
001125 524919	RECORD FEE	23,703.70	21,161.00	22,243.70	15,711.40	16,000.00	20,000.00	25.0%
001125 525101	OFFICE SUP	3,724.07	3,427.43	5,342.12	4,220.33	4,000.00	5,000.00	25.0%
001125 525102	FURN & E/Q	.00	.00	603.88	.00	.00	.00	.0%
001125 525206	UNIFORMS	53.96	.00	596.68	.00	.00	.00	.0%
001125 525210	OPERAT SUP	30.58	59.82	114.80	98.00	200.00	200.00	.0%
001125 525400	PUB,MEM,TR	2,066.28	1,408.89	2,663.52	1,357.36	4,600.00	2,700.00	-41.3%
001125 910501	CAPITL-RPL	11,000.00	11,000.00	11,000.00	9,166.60	11,000.00	11,000.00	.0%
001125 990131	IT - Costs	39,316.58	35,105.58	33,583.49	39,250.00	47,100.00	52,700.00	11.9%
TOTAL GENERAL FUND - CITY CL		450,311.13	446,879.77	427,437.72	409,078.90	437,400.00	550,200.00	25.8%

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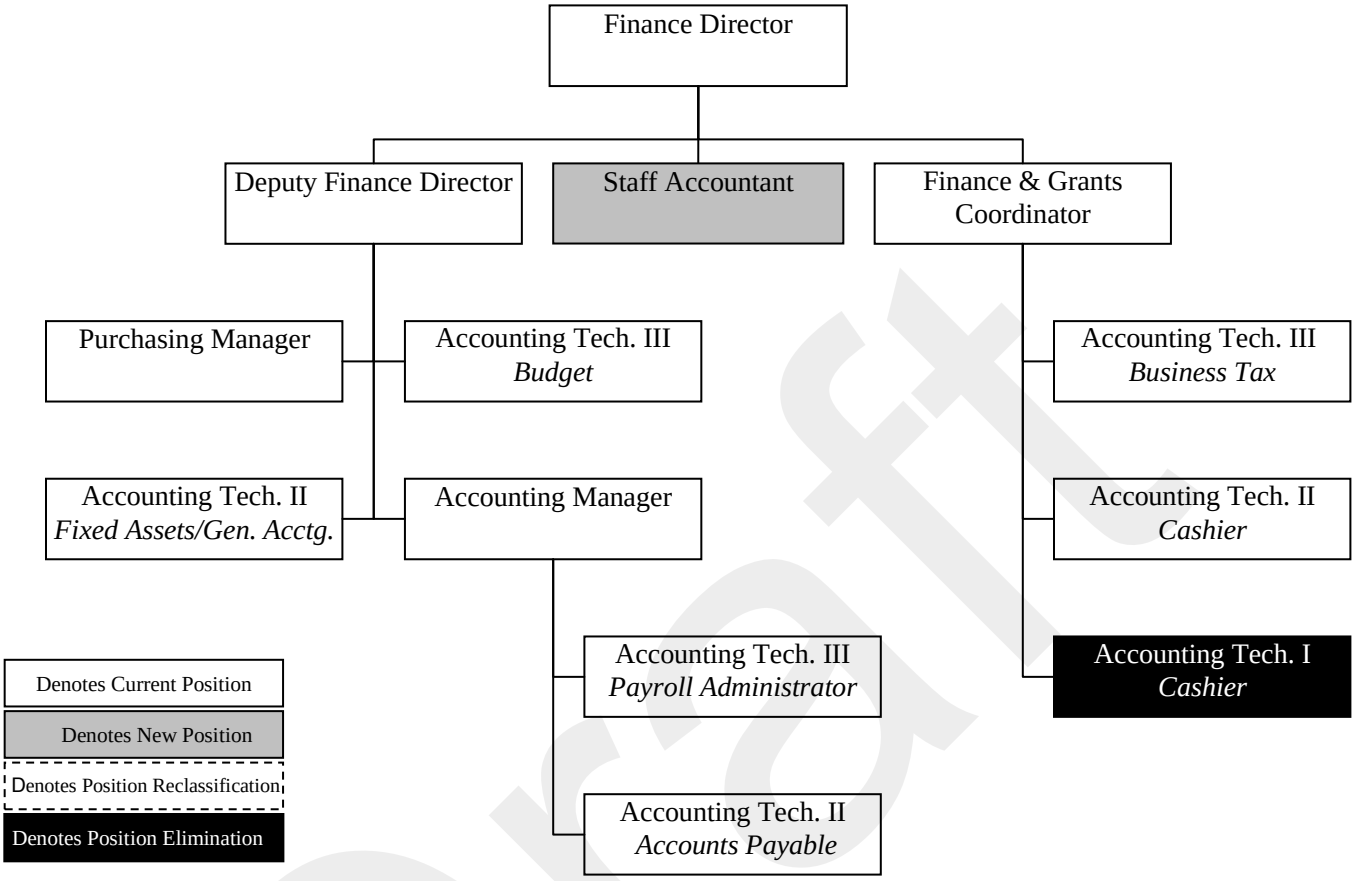
FINANCE DEPARTMENT



FINANCE DEPARTMENT							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Finance Director	1	1	1	1	-	1	EBB
Deputy Finance Director	1	1	1	1	-	1	23
Accounting Manager	1	1	1	1	-	1	20
Purchasing Manager	1	1	1	1	-	1	19
Grants Coordinator	1	1	1	1	-	1	17
Payroll Administrator	1	1	1	1	-	1	13
Business Tax/Revenue	1	1	1	1	-	1	13
Accounting Technician III	-	1	1	1	-	1	13
Accounting Technician II	3	2	3	3	-	3	11
Staff Accountant	-	-	-	-	1	1	11
Accounting Technician I	2	2	1	-	-	-	9
TOTAL	**12**	**12**	**12**	**11**	**1**	**12**	

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FINANCE DEPARTMENT

Mission Statement: *"The mission of the Finance Department is to use an innovative and technologically oriented approach to responsibly manage the financial affairs of the City by providing efficient internal services, careful investment and debt management, sound financial leadership, and professional and courteous support services to other City Departments."*

Functional Duties: The Finance Department manages the financial affairs of the City, including budget development and management, cash management, investments, debt, payroll, procurement, grants compliance and reporting, revenue, disbursements, fixed assets, and accounting and financial reporting for all City operations. This Department is responsible for developing and maintaining a balanced budget, monitoring and analyzing ongoing fiscal activity, and producing documents and reports to assist management in financial planning and maximizing the allocation of resources.

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Obtain funding from multiple sources as appropriate to fund major projects approved by the City Commission.
- Implement final phase of CAFR Builder.
- Improve and expand on the budget process.
- Maintain and evaluate internal controls.
- Receive GFOA awards for Budget and CAFR.
- Improve and expand internal reporting.
- Assist with successful implementation of City-wide Time and Attendance Program.
- Implement the ability to accept online payments for business tax licenses renewals and fire inspections.

Key Objectives:

- Produce the City's Comprehensive Annual Financial Report.
- Timely and accurate preparation of a quality annual budget document.
- Conduct an annual physical inventory of all City assets.
- Produce and distribute as appropriate periodic financial and investment reports.
- Reconcile and track all City funds.
- Perform internal monitoring procedures:
  - Accounts Payables & Purchase Orders
  - Cash Receipts
  - Credit Card Audits
  - Payroll Audits
- Bi-weekly processing of payroll for all City employees.
- Grants monitoring and compliance.

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FINANCE DEPARTMENT

GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)

Key Objectives: (Continued)

- Issue annual business tax license renewal and late notices.
- Continue improvement of financial record keeping of the City by employing technology solutions to increase efficiency and accuracy.
- Provide training throughout the year related to budget, fixed assets, and procurement services.
- Processing and collection of annual Fire Inspection fees.

Key Performance Measures:	**Actual FY 2013/14**	**Estimated FY 2014/15**	**Budget FY 2015/16**
Number of financial and investment reports.	7	6	7
Receipt of GFOA Certificate of Achievement for Excellence in Financial Reporting.	Awarded	Awarded	Expected
Reconcile and track transactions in all City funds.	27	27	29
Internal transaction audit: accounts payable, purchasing cards, payroll items, cash receipt transactions, local business tax, AP/PO.	Completed	Completed	Completed
Receipt of GFOA Distinguished Budget Presentation Award (12th consecutive year)	Received	Received	Expected
Number of accounts payable invoices processed	18,100	16,900	17,000
Number of purchasing card transactions reviewed	3,010	3,300	3,400
Number of direct deposit and payroll checks processed	9,100	9,300	9,300
Number of local business tax billings and late notice billings	7,500	7,500	7,500
Number of purchase orders issued	731	724	770
Number of formal solicitations (bids, RFPs, etc.) processed	35	33	39

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FINANCE DEPARTMENT

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS

The Department has and will continue to strive for excellence in financial reporting and budget preparation. The City has received the GFOA Certificate of Achievement for Excellence in Financial Reporting for the FY 13/14 CAFR and has received the GFOA Distinguished Budget Presentation Award for FY 14/15. The Department will strive to continue to meet or exceed the high professional standards required in order to receive these awards.

The City has continued to maintain compliance with all financial requirements of the revenue bond issues related to the acquisition, and improvements to, the water/sewer utility and to the improving of existing roads within the City.

The Department continues to further utilize the City's ERP software. We worked with the Human Resources Department and successfully implement the ERP system's workflow process for routing and approval of all employee status/pay changes as well as manual journal entries.

The Department has and will continue to play an integral role in cost control and budget monitoring. Likewise the Department will continue to play a central role in financial planning for additional debt or refinancing of existing debt as well as newly approved projects.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001130 GENERAL FUND - FISCAL SERVICES								
001130 511200	SAL & WAGE	601,931.39	625,423.83	711,341.93	628,926.48	709,500.00	782,900.00	10.3%
001130 511400	OVERTIME	2,395.14	4,658.83	2,134.94	2,277.20	3,700.00	5,300.00	43.2%
001130 512100	FICA TAX	42,909.65	44,464.63	50,598.62	44,978.55	50,800.00	55,500.00	9.3%
001130 512200	RETIRECONT	34,755.02	42,950.49	64,884.63	61,682.90	69,700.00	74,800.00	7.3%
001130 512300	H/D/L INS	103,353.35	103,271.53	118,150.04	105,120.21	120,900.00	164,500.00	36.1%
001130 512400	WORKERCOMP	15,690.53	17,784.04	17,017.63	14,333.30	17,200.00	19,100.00	11.0%
001130 523101	PROFSVC-OT	.00	.00	.00	.00	1,000.00	1,100.00	10.0%
001130 523202	A&A AUDIT	56,750.00	54,500.00	58,500.00	60,000.00	60,000.00	60,000.00	.0%
001130 523401	OTHR CONTR	15,700.06	37,470.70	27,773.65	20,700.00	20,700.00	20,200.00	-2.4%
001130 523404	SW/NW MTNC	495.00	495.00	809.00	.00	1,100.00	1,400.00	27.3%
001130 524001	TRAV&PERDM	169.08	1,732.76	466.72	3,227.88	2,600.00	2,400.00	-7.7%
001130 524101	COMMUNICAT	600.00	600.00	600.00	550.00	600.00	600.00	.0%
001130 524602	R&M E/Q	1,969.04	1,702.74	1,413.06	2,584.00	2,500.00	1,900.00	-24.0%
001130 524701	PRINT GEN	2,854.42	3,237.51	5,127.89	3,448.14	3,600.00	3,700.00	2.8%
001130 524999	OTHER CHAR	10.00	.00	.00	.00	.00	.00	.0%
001130 525101	OFFICE SUP	5,029.46	7,003.88	6,017.56	4,610.69	7,400.00	7,500.00	1.4%
001130 525102	FURN & E/Q	328.97	.00	140.99	.00	.00	.00	.0%
001130 525206	UNIFORMS	179.06	313.72	.00	277.68	400.00	400.00	.0%
001130 525208	COMPUT S/W	.00	.00	.00	739.98	.00	.00	.0%
001130 525210	OPERAT SUP	.00	.00	.00	783.02	.00	.00	.0%
001130 525400	PUB,MEM,TR	4,649.00	5,000.68	8,754.73	10,218.56	13,400.00	9,400.00	-29.9%
001130 910501	CAPITL-RPL	10,000.00	10,000.00	10,000.00	8,333.30	10,000.00	10,000.00	.0%
001130 990131	IT - Costs	76,902.85	65,563.56	66,836.12	76,250.00	91,500.00	97,900.00	7.0%
TOTAL GENERAL FUND - FISCAL		976,672.02	1,026,173.90	1,150,567.51	1,049,041.89	1,186,600.00	1,318,600.00	11.1%

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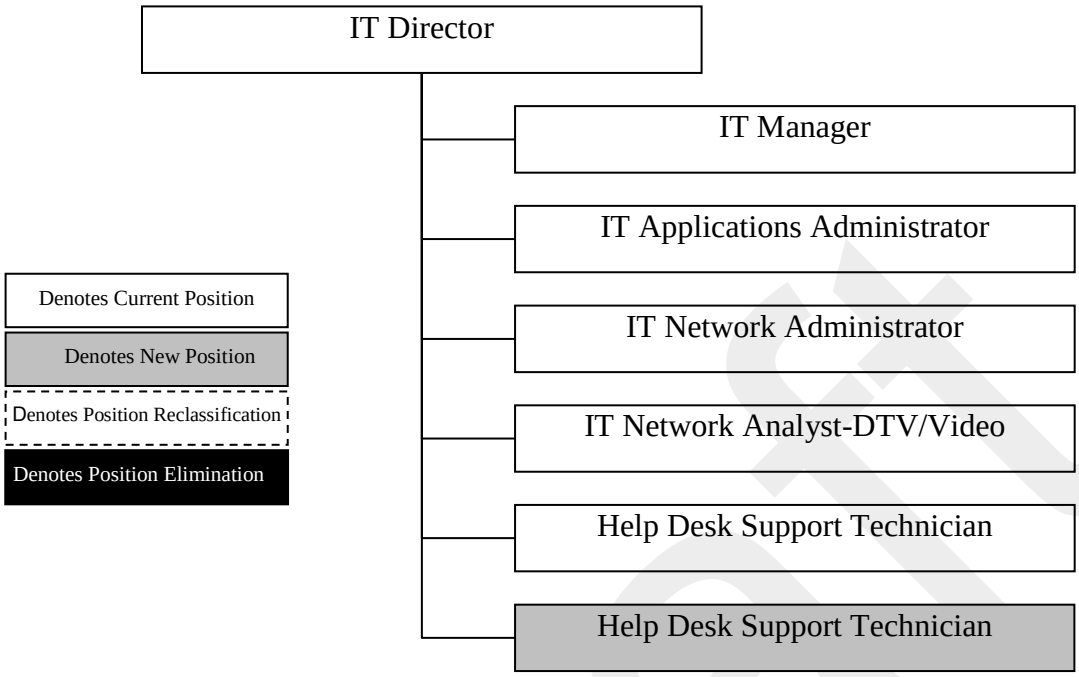
INFORMATION TECHNOLOGY SERVICES DEPARTMENT



INFORMATION TECHNOLOGY SERVICES DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
IT Director	-	-	1	1	-	1	EBB
IT Manager	1	1	1	1	-	1	21
IT Applications Administrator	-	-	1	1	-	1	20
Inf. Systems Supervisor	1	1	-	-	-	-	19
IT Network Administrator	-	-	1	1	-	1	18
Network Administrator-Security	-	1	-	-	-	-	17
IT Network Analyst-DTV/Video	-	-	1	1	-	1	16
Network Analyst	3	3	-	-	-	-	16
Help Desk Support Technician	-	-	1	1	1	2	12
IT Support (Intern)	1	-	-	-	-	-	Intern
TOTAL	**6**	**6**	**6**	**6**	**1**	**7**	

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INFORMATION TECHNOLOGY SERVICES DEPARTMENT

Mission Statement: *"The mission of the Information Technology Services is to use an innovative and technologically oriented approach to responsibly manage the communications of the City by providing efficient, professional and courteous support services to other City Departments."*

Functional Duties: The Information Technology Services Division (ITSD) provides information technology services to all City departments and other agencies in accordance with City policies and through information and technology sharing agreements. ITSD is organized as a strongly centralized IT function that provides leadership, vision and support for all technology functions and builds information systems around good business practices that reflect the mission, goals and policies of the City of Deltona and the departments, employees and citizens it serves. The focus of ITSD's mission includes: Information Management, Technology Management, Enterprise Resource Management (ERM), Geographic Information Systems (GIS), Network Computing Platforms, Communications Networks and Business Applications. The Information Technology Services division is responsible for the creation, security, development and implementation of the City's Wide Area Network and Computer Hardware and software systems including Telecommunications, Government Business Applications, and Geographical Information Systems. This division analyzes, implements, and manages new technologies and maintains the security required to protect the City's data and information base.

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Significantly improve physical and digital IT infrastructure for resiliency, capacity and security in order to enhance city staff's ability to enhance the citizen customer service experience.
- Improve and expand network security.
- Upgrade ERP software and related hardware.
- Expand the City's metro fiber network.
- Refresh half of the PC's City-wide.
- Addition of staff to improve Help Desk response time.
- Assist with successful systems implementation of the new waste water treatment plant.
- Upgrade City Hall wireless network.

Key Objectives:

- Plan and execute penetration testing to evaluate the City's security platform's performance.
- Continue evaluating conversion of CRW platform data into applicable Munis modules.
- Continue to expand Parks Department's deployment of security cameras.
- Deploy wireless networks at additional City facilities.
- Continue to evaluate and restructure our virtualization platforms and applications.
- Expand network storage.
- Testing new unified communications / collaboration features for phone system.

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INFORMATION TECHNOLOGY SERVICES DEPARTMENT
GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)

Key Performance Measures:	Actual FY 2013/14	Estimated FY 2014/15	Budget FY 2015/16
• Number of personnel using wireless technology	63	70	70
• Number of network accounts	320	350	350
o Network moves/additions/changes	188	150	150
• Number of voice extensions supported	450	450	500
o Voice extensions moves/additions/changes	105	200	200
• Number of help desk calls received	18,950	21,000	24,000
o Calls resolved by Help Desk	12,000	13,000	14,000
o Calls resolved by other IT Staff	8,800	10,000	12,000
• Number of major infrastructure projects	70	70	75
• Average number request per staff member	4,737.5	4,200	5,200
• Major project implementation rating (avg.)	96.7%	95%	96%
• Percentage of local area network availability	99%	99%	98%
• Percentage of phone system availability	99.5%	99%	99%
• Percentage of internet availability	99.2%	99%	99%
• Percentage of e-mail system availability	99.8%	99%	99%

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS

Information Technology Services Division (ITSD) 2014/2015 accomplishments:

- Continue testing new equipment / processes / procedures to ensure network performance and reliability remains constant or improves.
- First ever network security and penetration testing completed allowing for a baseline of metrics that can now be compared to industry standards in addition to policy road map to the future.
- Continue to assist Parks in the installation of security cameras at several City park facilities.
- Review all installed CCTV systems at all Fire Department facilities to identify potential areas for improvement.
- Working to settle on standard equipment platforms for all future CCTV installations so an inventory of spares can be assembled.
- Working with PIO's office and select vendors to continue the renovation of DTV's production environment.
- Enhanced EOC operations with copier and wireless printing capabilities.
- Handled an average of 300 service calls per month
- Responded over 220 times for after hour's service / support.
- Upgraded storage platform for improved performance and capacity.
- Continued to build upon the developed internal document database for trouble ticket resolution.
- Continued to build upon IT knowledge base of all notes from service tickets, allowing ITSD staff to look up solutions to common and at times uncommon problems.

INFORMATION TECHNOLOGY SERVICES DEPARTMENT

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

- Upgraded phone system with additional features and functions to enhance our "unified communications" platform; to be rolled out after the next software upgrade.
- Actively monitoring the performance of City-wide network to ensure compliance with Service Level Agreement. Problems will be documented and discussed during the next round of negotiations to further reduce the contract cost.
- New Eastern Waste Water Treatment Plant brought online and into production.
- Continue to regularly upgrade our internet security platform's software to stay current with industry threat trends.
- Renovated the HR training room to allow staff to access all types of media and participate in web enabled conferences and other events.
- Finished assisting PIO's office in supervising the enhancement of web enabled content from DTV.
- Assist Clerk's office with move from Muni-Agenda to Granicus.
- Moved over 50 items from storage to auction.
- Continue to work with VCSO and Deltona Fire Department on County Dispatch Initiative; preparing to transfer all historical and production files over to VCSO in the near future.
- Continually upgrading / replacing phones according to pre-established schedule.
- Upgraded Commission Chambers deliberator platform.

The Information Technology Services division has made significant progress over the last year with many infrastructure changes, replacing equipment and applications especially in the area of security. Key priorities moving forward include completion of ongoing and new major projects and continued improvement in routine responses to requests.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001131 GENERAL FUND - NETWORK SERVICE								
001131 511200	SAL & WAGE	253,224.66	276,795.49	248,887.56	291,332.00	339,100.00	477,200.00	40.7%
001131 511400	OVERTIME	43,485.37	40,946.44	42,518.90	7,129.66	3,900.00	8,700.00	123.1%
001131 511500	SPECIALPAY	3,710.00	3,584.00	3,514.00	210.00	3,700.00	3,700.00	.0%
001131 512100	FICA TAX	21,033.33	22,641.42	20,737.79	20,775.25	23,700.00	34,500.00	45.6%
001131 512200	RETIRECONT	16,969.28	20,044.75	21,747.82	34,900.22	40,100.00	49,900.00	24.4%
001131 512300	H/D/L INS	48,495.55	51,319.76	46,056.40	53,566.35	62,600.00	110,900.00	77.2%
001131 512400	WORKERCOMP	7,152.98	8,891.96	8,461.81	7,166.70	8,600.00	11,100.00	29.1%
001131 523101	PROFSVC-OT	24,540.75	12,065.97	30,916.33	57,344.75	90,000.00	85,000.00	-5.6%
001131 523401	OTHR CONTR	346.28	.00	288.02	.00	200.00	300.00	50.0%
001131 523404	SW/NW MTNC	426,393.66	256,098.72	269,571.05	335,177.16	382,100.00	372,300.00	-2.6%
001131 524001	TRAV&PERDM	3,872.95	2,544.47	2,250.15	4,225.42	6,600.00	7,700.00	16.7%
001131 524101	COMMUNICAT	350,712.91	221,040.88	222,454.92	222,712.68	257,900.00	271,100.00	5.1%
001131 524602	R&M E/Q	65,368.80	153,277.14	86,216.25	57,254.77	64,500.00	159,500.00	147.3%
001131 524610	R&M OTHER	369.48	.00	574.35	27.99	.00	.00	.0%
001131 525101	OFFICE SUP	7,329.57	3,368.70	1,114.45	1,031.25	1,700.00	1,500.00	-11.8%
001131 525102	FURN & E/Q	683.78	1,615.47	1,595.88	820.10	.00	.00	.0%
001131 525201	FUEL&OIL	549.27	614.09	844.74	242.62	800.00	800.00	.0%
001131 525202	TOOL & E/Q	4,857.58	5,659.84	1,660.90	5,600.89	5,000.00	5,000.00	.0%
001131 525206	UNIFORMS	.00	.00	321.83	.00	300.00	300.00	.0%
001131 525208	COMPUT S/W	1,139.93	1,542.19	.00	.00	.00	.00	.0%
001131 525210	OPERAT SUP	510.23	9.64	156.00	.00	1,000.00	1,000.00	.0%
001131 525400	PUB,MEM,TR	8,510.23	8,203.97	3,733.34	8,542.37	17,500.00	14,000.00	-20.0%
001131 990131	IT - Costs	-1,291,006.59	-1,090,264.90	-1,013,791.41	-1,169,166.50	-1,403,000.00	-1,614,700.00	15.1%
001131 990419	FLEETALLOC	.00	.00	168.92	18.60	700.00	200.00	-71.4%
TOTAL GENERAL FUND - NETWORK		-1,750.00	.00	.00	-61,087.72	-93,000.00	.00	-100.0%

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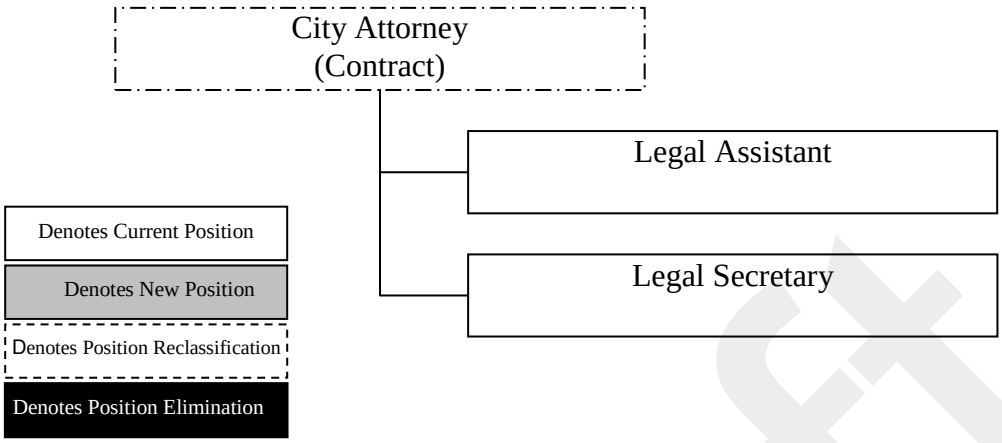
CITY ATTORNEY'S OFFICE



CITY ATTORNEY'S OFFICE							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
City Attorney	-	-	-	-	-	-	Contract
Legal Assistant	1	1	1	1	-	1	12
Legal Secretary	1	1	1	1	-	1	10
TOTAL	**2**	**2**	**2**	**2**	**-**	**2**	

Functional Duties: The City Attorney serves as general counsel to the City and handles virtually all of its legal matters, except for insurance defense which is handled through the City's insurance carrier. The City Attorney represents the City in civil litigation and administrative proceedings, and prosecutes ordinance violations. Litigation and appeals in State and Federal courts includes, but is not limited to, eminent domain; civil rights actions; inverse condemnation; mortgage and lien foreclosures; union grievances; personnel matters; zoning challenges; challenges to City codes and ordinances; and appeals of City Commission decisions and elections dispute cases. Administrative proceedings include, but are not limited to, internal hearings of the Firefighter's Pension Fund Board; Planning and Zoning Board hearings; employee disciplinary hearings, union matters, and State administrative hearings in labor and environmental cases. The City Attorney's office is responsible for providing legal advice and opinions to the City Commission and City departments; conducting legal research; municipal lien processing; and drafting, reviewing and revising ordinances, resolutions, leases, contracts, real property instruments, and proposed legislation. The City Attorney's office collects code enforcement fines and files claims when necessary.

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CITY ATTORNEY'S OFFICE

Mission Statement: *"The mission of the City Attorney's Office is to assure representation to the City government, the City Commission, the City Manager and all appointed Department Heads as City officers, all other Departments and Divisions of the City government and all adjustment, regulatory and advisory boards in all legal matters affecting the City government. It provides exemplary legal services by addressing the legal challenges facing the City of Deltona in a professional, ethical, prompt, and cost effective manner."*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Provide representation for City in all legal matters in order to proactively avoid unnecessary lawsuits.
- Work with Code Enforcement to implement procedures to legally obtain and demolish condemned properties.
- Provide legal assistance to the new Ordinance Review Committee.
- Assist in resolution of issues regarding ADA compliance.
- Assist in all labor relations issues.
- Work with Public Works and Finance on procedures for lake clean-ups through Special Taxing Districts.
- Work with Planning and Development Services on all development issues.

Key Objectives:

- Provide high quality legal services to the Mayor, City Commissioners, City Manager, and all departments of the City in an effective and efficient manner, in a prompt time frame.
- Streamline and organize the Legal Department to provide better legal services while maintaining the existing low cost.
- Provide legal representation to the City Commission at its regular and special meetings and its workshops, and to City boards upon request.
- Draft ordinances, resolutions, and various agreements as requested and as deemed necessary.
- Represent the City in State, Federal, and Appellate court litigation, and in administrative hearings.
- Work with the City Manager and City staff to minimize the risk of unnecessary litigation, and ensure that City activities and programs comply with applicable law.
- Provide legal advice and services that facilitate, and not delay, City objectives and projects.

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CITY ATTORNEY'S OFFICE

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS

The City Attorney's Office is a small and efficiently staffed component of City government. The City Attorney's Office provides a large volume of high quality, professional, timely, and cost effective legal advice and representation to the City of Deltona, the City Manager, the City Commission, City divisions and departments, appointed city boards, and Deltona Water. In addition, the City Attorney's Office represents the City in court proceedings, both as plaintiff and defendant, to ensure aggressive prosecution or defense of the City's legal rights. In addition, on an annualized basis, the City Attorney's office is instrumental in generating approximately $860,160 in funds for the General Fund of the City. It is extremely unusual that a City Attorney's Office ever generates funds for a City.

There are two components to the City Attorney's Office. First is the City Attorney, which is an outside law firm, composed of five highly qualified local government attorneys, two paralegals, and clerical staff. Second are the two in-house employees who not only assist in the work of the City Attorney, but also provide other services to the City, including processing all municipal liens and lien releases, assisting in the work of the City's Housing and Community Development Department, and assisting the City's Economic Development Manager. Together, the two components of the City Attorney's Office provide an efficient and cost-effective solution to all aspects of the City's legal needs.

In 2014, the City Attorney recommended and negotiated an agreement with a third party vendor that provides foreclosure registration services to the City. The registration system that was created by, and is managed by, the outside vendor is available to City staff and provides the City's Code Enforcement Department valuable information concerning houses in foreclosure which are frequently the subject of code violations. The system requires that all houses in foreclosure be managed by a management company, and the system allows direct access by certain City staff to such management companies when there is a problem with a particular house. The registrations also result in large annual fees being paid to the City. The amount of fees generated by the program to the City's General Fund from October 1, 2014 through May 1, 2015 totaled $307,000, which equals $526,285, annualized. Since these are annual fees, the City will continue receiving these fees into the future.

From October 1, 2014 through May 1, 2015, the City Attorney's office alone generated $47,595 (which equals $81,591 annualized) in lien search fees to the City's General Fund. In addition, the City Attorney's office is in charge of drafting municipal lien notices and lien releases, and is involved in lien collection and pay-offs. From October 1, 2014 through May 1, 2015, the City Attorney's office collected $147,166 in code enforcement and municipal lien payments, which equals $252,284 annualized, all paid into the City's General Fund.

The City Attorney takes a proactive role in all legal issues faced by the City, such as rendering legal advice on all City related issues, drafting ordinances, resolutions, and contracts/agreements, handling trial court and appellate litigation, real estate matters, negotiations, and general problem solving for the City. The City Attorney recently took over all legal services relating to labor, unions, grievances, and other labor law matters which formerly had been handled by a different law firm which had been funded through City budgets other than that of the City Attorney.

CITY ATTORNEY'S OFFICE

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

The City's arrangement with the outside City Attorney provides extensive protection to the City from legal costs associated with litigation not covered by insurance. For example, the City had no insurance coverage for claims against the City related to law enforcement work done by the Volusia County Sheriff's Office or for water contamination related to Deltona water. The City's outside City Attorney is currently handling claims and lawsuits related to those matters which otherwise could result in potentially massive unbudgeted legal fees.

During FY 14/15, the Office of the City Attorney worked on well over 2,000 distinct legal issues that have arisen, including:

- The City Attorney provided day-to-day legal advice as to all matters for City staff, the City Commission, and matters relating to Deltona Water.
- The City Attorney successfully defended the City in *Lawhun v. City of Deltona*, before the Florida Supreme Court, after having won the case both in the trial court and the 5th District Court of Appeal (DCA).
- The City Attorney is defending the City in a lawsuit by Jimil Sheikh for alleged damages due to the actions of the City and the Volusia County Sheriff's Office since at the time that the actions that are the subject of the lawsuit took place, the City did not have insurance coverage for that subject.
- The City Attorney drafted numerous ordinances and resolutions of all types.
- The City Attorney worked extensively on various aspects of the Eastern Water Reclamation Facility.
- The City Attorney represented the City regarding labor disputes and labor union grievances and interpreted the union contract.
- The City Attorney drafted, reviewed, revised, and/or approved dozens upon dozens of contracts/ agreements for the City.
- The City Attorney successfully defended the City as to a claim for alleged damages due to THM water quality issues since the City does not have pollution insurance coverage.
- The City Attorney worked extensively on the Developer's Agreement and development issues for the Saxon Sterling development.
- The City Attorney did extensive work on development issues relating to the development at Halifax Crossings.
- The City Attorney rendered innumerable legal opinions to City Commissioners and various staff members regarding City actions.
- The City Attorney's Office drafted over a thousand municipal liens and municipal lien satisfactions.
- The City Attorney handled numerous Neighborhood Stabilization Program 1 (NSP 1) and Neighborhood Stabilization Program 3 (NSP 3) purchases, sales and closings.
- The City Attorney worked on out of city utility surcharge issues and bulk sales matters.

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CITY ATTORNEY'S OFFICE

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

- The City Attorney handled numerous lawsuits in which the City was joined relating to foreclosures.
- The City Attorney worked on several matters relating to the Lakeside Multi-Purpose Trail.
- The City Attorney handled several alleged discrimination and employment complaints.
- The City Attorney did extensive work on land development issues involving the Activity Center.
- The City Attorney worked on numerous pension matters that had previously been handled by a separate pension attorney funded through budgets other than that of the City Attorney.
- The City Attorney worked on issues relating to the recruitment and hiring of the new City Manager.
- The City Attorney drafted a new sign code to be in compliance with the new U.S. Supreme Court mandates and to simplify sign issue.
- The City Attorney represented the City as to redevelopment issues along Saxon Boulevard.
- The City Attorney worked on numerous cell tower issues and the hiring of a cell tower consultant.
- The City Attorney did extensive work with insurance defense counsel and City staff on the bus bench ADA litigation.
- The City Attorney negotiated and drafted a mortgage foreclosure registration ordinance and agreement that resulted in recurring annual income to the City's General Fund of approximately half a million dollars.
- The City Attorney worked on numerous issues relating to BPUDs for Deltona Village and Interchange Commercial Center.
- The City Attorney worked on issues relating to claims relating to the Florida Power easements.
- The City Attorney did extensive work on setting up procedures and dealing with property owners relating to clean-up of Big Lake and Lake McGarrity.
- The City Attorney worked on numerous matters relating to the proposed CRA.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001140 GENERAL FUND - CITY ATTORNEY								
001140 511200	SAL & WAGE	114,327.89	88,768.96	91,944.82	82,476.27	93,800.00	97,800.00	4.3%
001140 511400	OVERTIME	1,284.17	596.31	391.20	349.66	900.00	1,000.00	11.1%
001140 512100	FICA TAX	8,230.49	6,560.69	6,776.90	6,024.43	6,700.00	7,000.00	4.5%
001140 512200	RETIRECONT	5,743.65	5,091.71	6,526.22	6,088.45	7,000.00	7,100.00	1.4%
001140 512300	H/D/L INS	23,597.17	14,380.94	15,592.54	15,405.47	17,600.00	20,700.00	17.6%
001140 512400	WORKERCOMP	5,722.45	3,208.49	2,820.60	2,416.70	2,900.00	3,200.00	10.3%
001140 519999	CONTRA ACT	-5,473.11	-21,477.43	-5,103.02	-2,338.34	.00	.00	.0%
001140 523101	PROFSVC-OT	31,611.65	.00	.00	.00	.00	.00	.0%
001140 523102	GEN LEGAL	358,620.94	360,050.00	360,165.40	360,000.00	360,000.00	360,000.00	.0%
001140 523106	LITIGATION	5,631.92	805.00	.00	.00	.00	.00	.0%
001140 523107	LEGAL COST	.00	.00	53.00	164.34	500.00	500.00	.0%
001140 523108	LABORATTNY	30,836.30	23,747.19	.00	.00	.00	.00	.0%
001140 523300	COURT REPT	.00	247.50	.00	.00	.00	.00	.0%
001140 523401	OTHR CONTR	.00	5,241.12	2,498.00	.00	.00	.00	.0%
001140 523404	SW/NW MTNC	.00	.00	820.00	.00	.00	.00	.0%
001140 524602	R&M E/Q	676.40	586.89	289.67	600.00	600.00	600.00	.0%
001140 524701	PRINT GEN	56.00	.00	.00	.00	.00	.00	.0%
001140 525101	OFFICE SUP	1,124.61	1,372.85	1,228.56	442.65	600.00	600.00	.0%
001140 525208	COMPUT S/W	.00	596.00	.00	820.00	.00	.00	.0%
001140 525400	PUB,MEM,TR	675.50	187.47	105.95	.00	.00	.00	.0%
001140 910501	CAPITL-RPL	9,000.00	9,000.00	9,000.00	7,500.00	9,000.00	9,000.00	.0%
001140 990131	IT - Costs	26,339.23	13,278.67	13,813.90	15,666.70	18,800.00	25,700.00	36.7%
TOTAL GENERAL FUND - CITY AT		618,005.26	512,242.36	506,923.74	495,616.33	518,400.00	533,200.00	2.9%

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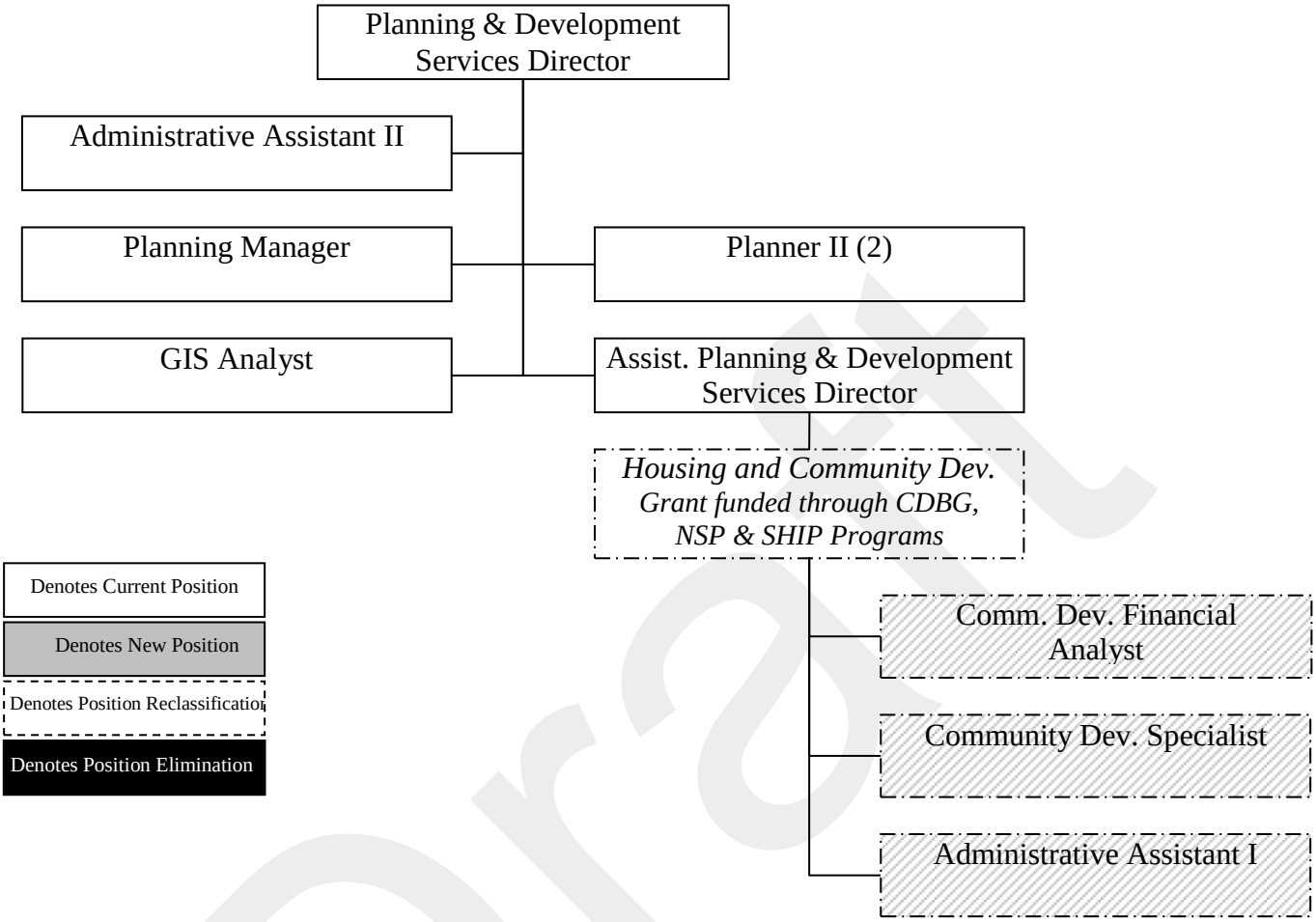
PLANNING AND DEVELOPMENT SERVICES DEPARTMENT



PLANNING & DEVELOPMENT SERVICES DEPARTMENT							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Planning & Dev. Services Director	1	1	1	1	-	1	EBB
Assist. Planning & Dev. Services Director	1	1	1	1	-	1	23
Planning Manager	1	1	1	1	-	1	21
Planner II	2	2	2	2	-	2	19
Community Development Supervisor	1	1	-	-	-	-	16
GIS Analyst	1	1	1	1	-	1	13
Administrative Assistant II	1	1	1	1	-	1	8
TOTAL	**8**	**8**	**7**	**7**	**-**	**7**	

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PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

Mission Statement: *"The Department of Planning and Development Services is committed to serving the citizens of the City of Deltona by providing highest quality service and assistance that promotes a better quality-of-life for all residents, visitors, and businesses. The Department exists for the purpose of effectively planning for the future of the City of Deltona, facilitating development review, and is committed to providing excellence in customer service and consistent policy advice that guides the physical, economic, and social growth of the City of Deltona. Through clear and effective communication, a progressive development approach, redevelopment, seeking equal partnerships and collaboration, value-added concepts, and customer satisfaction, we remain focused and lead by example to set a high standard for planning and development throughout the City."*

Functional Duties: The Planning and Development Services Department (Planning Department) provides efficient and effective services by integrating related municipal land-use, strategic planning, and design functions into one internal agency. This allows the Planning Department to actively manage, focus, and provide quality assurance and quality control for all elements of the planning, design, and development review process within the Planning Section. The planning and development process includes comprehensive planning (long-range), current planning (development review), special area plans (overlay districts), zoning amendments (rezoning land), land subdivision, site design, concurrency management, transportation planning, environmental review, floodplain management, building plan/architectural review, landscape architecture review, strategic planning, grant writing, concurrency management, and statutory compliance. The Planning Department is also responsible for grant administration for affordable housing, capital improvements, and social services within the Housing and Community Development Section that includes administering the Community Development Block Grant (CDBG), the Neighborhood Stabilization Program (NSP), and the State Housing Initiative Partnership (SHIP) funding for community assistance.

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Beautification Efforts
  - Design and complete the City's uniform landscaping template.
  - Submit the FDOT Bold Initiative Grant Application to provide funding for canopy species in the Howland Blvd./SR 472 interchange right-of-way.
  - Provide a conceptual design for uniform plantings at the DeBary Ave. interchange, Howland Blvd./SR 415 intersection, and the Doyle Road/SR 415 intersection.
- Roadway Improvements
  - Ensure projects that can be funded are on the ranked priority list of the TPO.
  - Coordinate with the TPO and other sources on feasibility studies for County-wide cooperation efforts.
  - Coordinate with the County on their rights-of-way for access management, capacity issues, intersection designs, and concurrency management.
  - Complete the Comprehensive Impact Fee Study for transportation impact fees.
  - Complete the CRA delegation of authority with the County to begin bonding roadway improvements within the CRA boundary.
  - Work with developers for access management and off-site roadway improvements.

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)

- Comprehensive and Strategic Planning
  - Complete update to the Comprehensive Plan and final update to the Land Development Code ensuring consistency between the two.
    - Add an Economic Development Element to the City's Comprehensive Plan.
  - Coordinate with the Florida Institute of Government at UCF for public participation meetings with the community and City Commission.
  - Complete Delegation of Authority and move forward with establishment of a CRA.
  - Present options for a Senior/Community Center to the City Commission for possible approval to move forward with design and construction.
  - If approved, coordinate with potential social service groups for space, VOTRAN for mass-transit services and other existing facilities in the area so they do not detract or compete with each other in order to maximize area facilities success.
  - Submit an ECHO grant application to Volusia County for the following fiscal year.
- Other Goals
  - Contract with Grant Writer for maximum use of available grant funding.
  - Complete the Comprehensive Impact Fee Study and update to the Impact Fee Schedule.
  - Complete and close-out NSP 3 and purchase more homes in NSP I.

Key Objectives:

- Manage the long-range plan for the City of Deltona through the City's Comprehensive Plan.
  - Provide a high-level of planning in keeping with State Statutes for implementation of the Comprehensive Plan.
  - Ensure that the River to Sea Transportation Planning Organization (TPO) Long Range Transportation Plan (LRTP) includes the City's transportation network and is revised, as needed.
  - Continue to be an active member on the Volusia County School Board's Interlocal Agreement Committee and various other committees and boards to represent the City.
- Provide sound planning principles for quality development review and an end development product that enhances the built environment within the City.
  - Promote redevelopment throughout the City and the creation of core urban areas.
  - Encourage non-residential development for a more balanced land-use program.
  - Provide for more pedestrian-oriented facilities and mass transit opportunities.
  - Improve utilities and the transportation systems to allow for more urban development.
  - Focus on redevelopment of existing impacted sites to reduce or eliminate blight, upgrade utilities, provide environmental remediation, and support property values.
  - Promote Green Building Standards and LEED Certification for public buildings.

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PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)

- To provide transparency for the Department and the highest quality customer service.
  - Represents the citizens of the City in all planning and development matters present.
  - Update the City's website with current information concerning the Department.
  - Provide due public notice for public meetings.
  - Provide current information on the City's website/D-TV for public accessibility.
  - Provide the opportunity for a development review process that is open to the public.
  - To be responsive to citizens for appointments, walk-ins, and calls.
  - Seek solutions to issues and be a facilitator and not a debilitator.
  - To add value to projects through quality design and professional experience.
- Promote economic development for the City through efficient development review.
  - Facilitate a streamlined development review process.
  - Continue to improve the City's Land Development Code for streamlined development review.
  - Ensure that the Land Development Code is clear, concise, predictable, and internally consistent.
  - Keep the goal of project construction and efficient project scheduling prominent.
  - Assist the Economic Development Manager with business attraction and retention.
  - Use the Department's GIS data for economic development purposes.
  - Encourage more urban densities and intensities in specific areas of the City that can support it.
  - Promote environmental awareness and beautification throughout the City.
- Be the affordable housing department for the City.
  - Operate the City's housing grants programs of Neighborhood Stabilization Program (NSP), Community Development Block Grant (CDBG), and State Housing Initiatives Partnership (SHIP) and educate the public of these programs and their parameters.
  - Ensure that the operation of the housing grants program adheres to the regulatory requirements per grant and that grant monitoring is conducted and recorded.
  - Ensure that the housing grants programs meet all deadlines and milestones to keep the City of Deltona in compliance with the regulatory agencies.
  - Use existing grant awards to the maximum potential to leverage future grants.

Key Performance Measures:	**Actual FY 2013/14**	**Estimated FY 2014/15**	**Budget FY 2015/16**
• Number of major projects	35	45	50
• Number of inquiries	4,000	5,000	5,500
• Number of visits	1,500	2,500	3,500
• Present Annual Report	1	1	1
• Number of grants	30	30	35
• Number of press releases	30	45	45
• Number of meetings	200	300	350

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PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS

The performance perspective, trends, and highlights for the Planning and Development Services Department (Planning Department) focuses on the categories of design, land development, real estate, demographics, economic development, geographic information systems (GIS), strategic planning, home construction, social services, community development, concurrency management, impact fees, and community infrastructure. FY 14/15 concluded as being an active year for development and closure of many projects.

With the ultimate goal of converting plans to construction, the Planning Department was able to accomplish this goal. Examples of completed projects include rezoning the Saxon Sterling Silver Business Planned Unit Development (BPUD) and commencement of construction for a ±44,000 SF Wal-Mart Neighborhood Store and ±20,000 SF Florida Hospital building; rezoning the Saxon Plaza BPUD to allow for the Children's First Academy for children with special needs and the Halifax Hospital Care Center; rezoning the Halifax Crossings BPUD and vacation of the underlying antiquated subdivision; construction of the Duke Energy Monastery Substation; addition to the Deltona North Water Reclamation Facility; rezoning and construction of the ±20,000 SF Tractor Supply Company site; Final Site Plan approval and construction of the J & J Securities site and Critters Corner; Final Site Plan approval for the Racetrac at the intersection of Saxon Boulevard and Finland Drive; Final Plat approval for the Lake Gleason Reserve, Arbor Ridge Phase V, and Lake Baton Estates Phase II, subdivisions; Comprehensive Plan Amendment and rezoning of the Fernanda Place RPUD (Residential Planned Unit Development); rezoning of a Hess gas station site to expand business uses; and approval of Conditional Use applications for the Iglesia Misionera Eslabon de Dios (IMED) and Iglesias de Dios Pentecostal Churches.

In addition to the above projects, the Planning Department drafted the Phase III Amendment package for the Land Development Code; began the Southwest Volusia Community Redevelopment Area (CRA) approval process with a consultant to achieve a Delegation of Authority from Volusia County; and undertook the Comprehensive Impact Fee Study update to the City's Impact Fee Ordinance. This was the first update of the Impact Fee Schedule since 2007. Staff achieved 100% construction plans and grant funding for the Lakeshore Multi-Use Trail that will create a scenic recreational paved connection between Thornby Park and Green Springs Park and wrote individual ordinances. We worked closely with the City Attorney to bring projects and ordinances to the City Commission for adoption, such as additions and revisions to the Land Development Code for issues on creating a residential prison diversion program, revisions to the Sign Code, and created a template for Development Agreements to streamline the development review process. Staff worked with the Florida Department of Transportation to address constrained roadways at the Deltona Interstate 4 interchanges, which will lead to roadway construction at the Saxon Boulevard interchange, and was part of the River-to-Sea Transportation Outreach Program (TPO) and Volusia Transit Connector Study to increase multi-modal opportunities in the region. Staff coordinated with the Public Works Department to complete 100% construction plans to expand commercial sanitary sewer near the Saxon Boulevard/Finland Drive intersection to promote economic development. We even coordinated the Deltona Annual Christmas Parade.

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PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

Finally, staff was very active in the administration of affordable housing grants for the Community Development Block Grant (CDBG), Neighborhood Stabilization Program (NSP), and State Housing Initiatives Partnership (SHIP) programs. In CDBG, funding was provided to enhance Deltona parks, with improvements to Harris Saxon Park, Dwight Hawkins Park, and the Deltona Skate Park. Assistance to non-profit agencies continued to help complete daily administrative activities for our residents. In NSP, the City achieved a total of 83 homes in purchase and sold several more this past fiscal year. As a result, there are only eight (8) homes remaining to sell at the time of this report. Staff is well ahead of schedule in the NSP program by the projected two year-close out. In the SHIP program, staff has focused its efforts on updates to the Local Housing Assistance Plan (LHAP), establishing and administering the Affordable Housing Advisory Committee (AHAC), and providing owner-occupied home repair for life-safety issues. This has helped our residents complete the basic repairs to extend the life of their homes and to live in a safe environment.

In going forward, there is development synergy within Deltona. Development leads to more development. Land has been acquired for an assisted living facility, more retail with gas pump facilities are in due diligence for sites, the commercial sewer development within the Saxon Boulevard corridor should lead to more commercial development, roadway improvements to add capacity to the existing network will continue, opening of the Eastern Water Reclamation Facility will expand the City's development potential, the Land Development Code amendments will continue to streamline the development review process, the Evaluation and Appraisal Report Amendments to the City's Comprehensive Plan will be completed, and the increase in residential development within master planned communities will add more demand for the need for non-residential development for the City.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001155 GENERAL FUND - PLANNING SVCS								
001155 511200	SAL & WAGE	467,178.14	602,967.19	590,090.71	532,959.41	482,900.00	497,400.00	3.0%
001155 511400	OVERTIME	179.55	442.41	70.41	924.15	2,200.00	2,200.00	.0%
001155 512100	FICA TAX	33,213.63	42,699.04	41,790.22	37,321.85	34,300.00	35,300.00	2.9%
001155 512200	RETIRECONT	23,387.03	38,327.89	53,351.82	51,899.44	49,800.00	51,000.00	2.4%
001155 512300	H/D/L INS	84,864.00	107,608.25	111,542.53	107,862.60	92,100.00	107,700.00	16.9%
001155 512400	WORKERCOMP	11,444.79	17,050.82	11,000.35	9,083.30	10,900.00	11,800.00	8.3%
001155 519999	CONTRA ACT	-61,532.65	-226,217.62	-189,959.83	-166,234.52	.00	.00	.0%
001155 523101	PROFSVC-OT	2,153.21	16,350.00	19,990.00	33,047.48	42,500.00	150,000.00	252.9%
001155 523404	SW/NW MTNC	.00	.00	.00	.00	500.00	400.00	-20.0%
001155 524001	TRAV&PERDM	419.59	327.23	500.48	384.50	400.00	1,000.00	150.0%
001155 524101	COMMUNICAT	640.00	600.00	600.00	550.00	600.00	600.00	.0%
001155 524602	R&M E/Q	2,611.59	1,748.46	2,276.98	2,829.44	2,000.00	2,000.00	.0%
001155 524701	PRINT GEN	571.00	.00	486.60	.00	1,000.00	400.00	-60.0%
001155 524801	PROMO ACTI	15.00	.00	.00	443.73	.00	.00	.0%
001155 524999	OTHER CHAR	55,452.00	.00	.00	.00	.00	.00	.0%
001155 525101	OFFICE SUP	6,226.18	4,844.42	4,642.80	2,749.71	5,000.00	4,000.00	-20.0%
001155 525102	FURN & E/Q	99.99	666.30	1,253.18	.00	.00	.00	.0%
001155 525202	TOOL & E/Q	159.63	.00	.00	.00	.00	.00	.0%
001155 525206	UNIFORMS	96.94	.00	412.32	.00	.00	300.00	.0%
001155 525208	COMPUT S/W	.00	.00	578.00	1,027.96	1,500.00	.00	-100.0%
001155 525210	OPERAT SUP	.00	125.00	.00	.00	.00	.00	.0%
001155 525400	PUB,MEM,TR	2,424.45	3,153.07	2,393.98	1,920.00	2,000.00	2,400.00	20.0%
001155 910501	CAPITL-RPL	38,000.00	38,000.00	38,000.00	31,666.70	38,000.00	38,000.00	.0%
001155 990131	IT - Costs	110,163.33	107,308.56	76,431.40	81,833.30	98,200.00	109,500.00	11.5%
TOTAL GENERAL FUND - PLANNIN		777,767.40	756,001.02	765,451.95	730,269.05	863,900.00	1,014,000.00	17.4%

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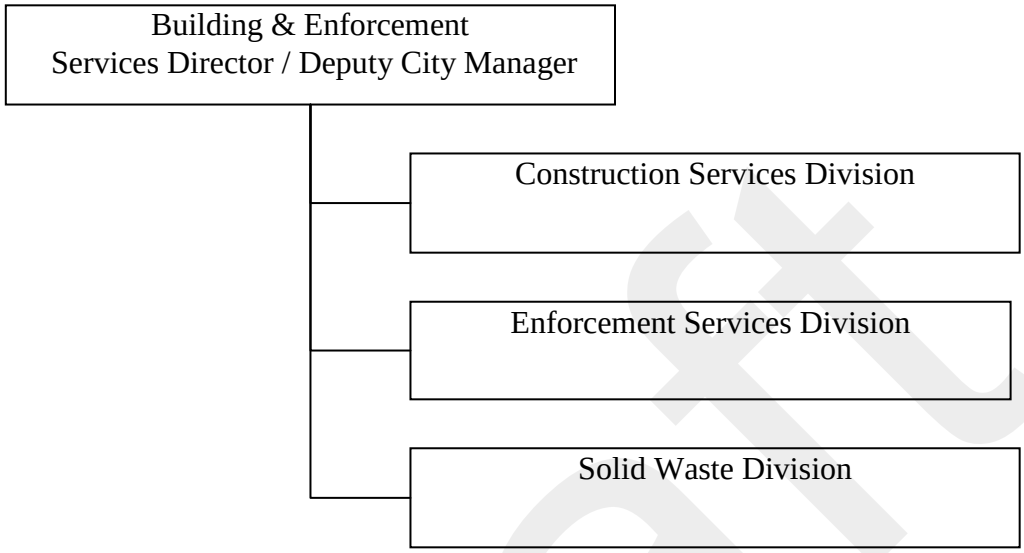
BUILDING AND ENFORCEMENT SERVICES DEPARTMENT



Functional Duties: The Building and Enforcement Services Department is responsible for enforcing all regulatory chapters of the Florida Building Code along with City Codes enacted by the City Commission to protect health, safety and welfare of the citizens of Deltona. This is accomplished through the implementation of building, plumbing, mechanical and electrical codes along with various State and local codes and standards. We assist citizens in understanding and complying with all ordinances related to the development process in the City. Also, staff provides clerical support in the operational structure of Enforcement Services and Solid Waste Compliance. The Enforcement Services Section performs inspections and enforcement of applicable codes along with protecting citizens by controlling the City's animal population. Staff investigates complaints, enforces codes, documents violations, captures stray or unwanted animals, and educates the public in responsible pet and home ownership. The Solid Waste Section is funded by the Solid Waste Fund (see Special Revenue Funds section of this budget document).

Mission Statement: *"To provide the most professional Permitting, Code, Animal Control, and Solid Waste Services to the Citizens of Deltona by the most effective and efficient means possible. Building and Enforcement Services will endeavor to provide the highest level of Customer Service to the public by continuing to train and educate the staff. Office response to public needs will be addressed through improvements in office automation and the introduction of new policies to streamline and simplify procedures."*

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BUILDING AND ENFORCEMENT SERVICES DEPARTMENT
GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Improve timely response to Building and Code Enforcement complaints and provide adequate follow-up to ensure complaints are resolved.
- Implement an Abandoned Home Demolition Program to remove eye sores and support the City's beautification program.
- Improve customer service provided by permitting/animal/code office personnel through continued education and cross training.
- Decrease spending on impounding animals through education and alternate methods of enforcing the codes.

Key Objectives:

- Increase the Department's efficiency and the City's appearance by reviewing and making recommendations.
- Increase the effectiveness of the office and field staff through education and cross training.
- Increase the financial efficiency of the department by performing more duties with less staff.

Key Performance Measures:	Actual FY 2013/14	Estimated FY 2014/15	Budget FY 2015/16
Average number of request for service per officer	1,102	720	617
Number of Special Magistrate cases	236	236	230
Perform all Building Inspections on the next business day	On Going	On Going	On Going
Issue "Walk Through" Permits on the same day applications are received.	On Going	On Going	On Going
Decrease the number of animals impounded	1,728	1,224	1,200

DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS

The Department has and will continue to strive for excellence obtaining in our goals of:

- Increased effectiveness of office and field staff through education and cross training.
- Increased financial efficiency by performing more duties with less staff.

We are continuing to maintaining next day inspections by utilizing a multi-licensed plan review and inspection staff. We continue to provide 30 different types of permits as walk thru permits allowing the customer to complete the permitting process and receive a building permit in one visit to the department, saving the customer time and money.

The building inspectors are continuing to conduct inspections on all of our parks and playground equipment to help maintain our playground equipment in a safe condition for all.

A pilot trap neuter and return (TNR) program was started this fiscal year.

A pilot backyard chicken program was started this fiscal year.

Our Animal Control Officers are continuing visiting all of the elementary schools in Deltona providing information to the students on our function and service within our communities.

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BUILDING AND ENFORCEMENT SERVICES DEPARTMENT

DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

We continue to track and abate nuisances at foreclosed homes. The foreclosure rate is still at an all-time high.

We continue to work with the preservation companies that perform maintenance for banks with foreclosed homes.

A summary of the type of permits issued by the Construction Services Division is featured in the table below:

	Actual FY 12/13	**Actual FY 13/14**	**FY 14/15 (October – April)**
Building Commercial	45	44	10
Building Residential	51	40	26
Residential Modifications	568	538	251
Sheds	130	156	91
Reroof	463	583	383
Right-of-Way	117	112	53
Garage Related	90	113	62
Fence	467	456	225
Fire Related	24	15	18
Utilities Related	1,063	1,649	788
Pool Related	132	83	18
Signs	24	96	26
TOTAL	**3,174**	**3,885**	**1,951**

A summary of the type of calls for service by the Enforcement Services Division is featured in the table below:

Type	**Actual FY 12/13**	**Actual FY 13/14**	**FY 14/15 (October – April)**
Animal Control Related	4,994	4,745	3,217
Dumping	44	26	8
Garage Sales	100	113	76
Home Business	85	100	23
Housing Code Violation	448	410	260
Improper Parking	2,565	2,606	1,913
Inoperable Vehicles	971	862	784
Lot Maintenance	3,981	3,723	1,316
Misc. Property Related	492	155	84
No Permit as required	295	358	203
Pools	145	152	49
Signs	148	141	116
Solid Waste Issues	897	1,042	584
Zoning	18	13	6
TOTAL	**15,183**	**14,446**	**8,639**
Number of Animals Impounded	2,115	1,781	692

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Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 1,127,697	$ 1,190,051	$ 1,323,400	$ 1,190,400
Overtime	19,101	21,196	35,700	38,400
Other Pay	3,594	3,564	3,700	3,700
Benefits and Taxes	408,941	452,853	516,600	505,300
Total Personal Service Costs	1,559,333	1,667,664	1,879,400	1,737,800
Operating Expenditures	428,769	432,732	544,000	667,200
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	124,000	124,000	124,000	124,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	$ 2,112,102	$ 2,224,396	$ 2,547,400	$ 2,529,000
Staffing:				
Full-Time	26	26	28	25
Part-Time	1	1	1	1
Operating Expenditure Detail:				
5231 - Professional Fees	$ 11,845	$ 10,595	$ 10,600	$ 10,600
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	193,156	174,570	179,100	175,600
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	270	721	800	-
5241 - Communications and Freight Services	9,871	9,799	12,500	10,900
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	10,237	2,342	3,100	3,000
5247 - Printing and Binding	1,710	1,215	1,700	1,300
5248 - Promotional Activities	-	4,347	5,000	5,000
5249 - Other Current Charges	960	960	1,000	101,000
5251 - Office Supplies	4,899	5,755	5,300	5,400
5252 - Operating Supplies	68,778	69,230	68,800	68,100
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	7,867	6,767	14,700	5,300
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	119,176	130,281	223,900	261,000
9904 - Fleet - Allocated Costs	-	16,150	17,500	20,000
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 428,769	$ 432,732	$ 544,000	$ 667,200

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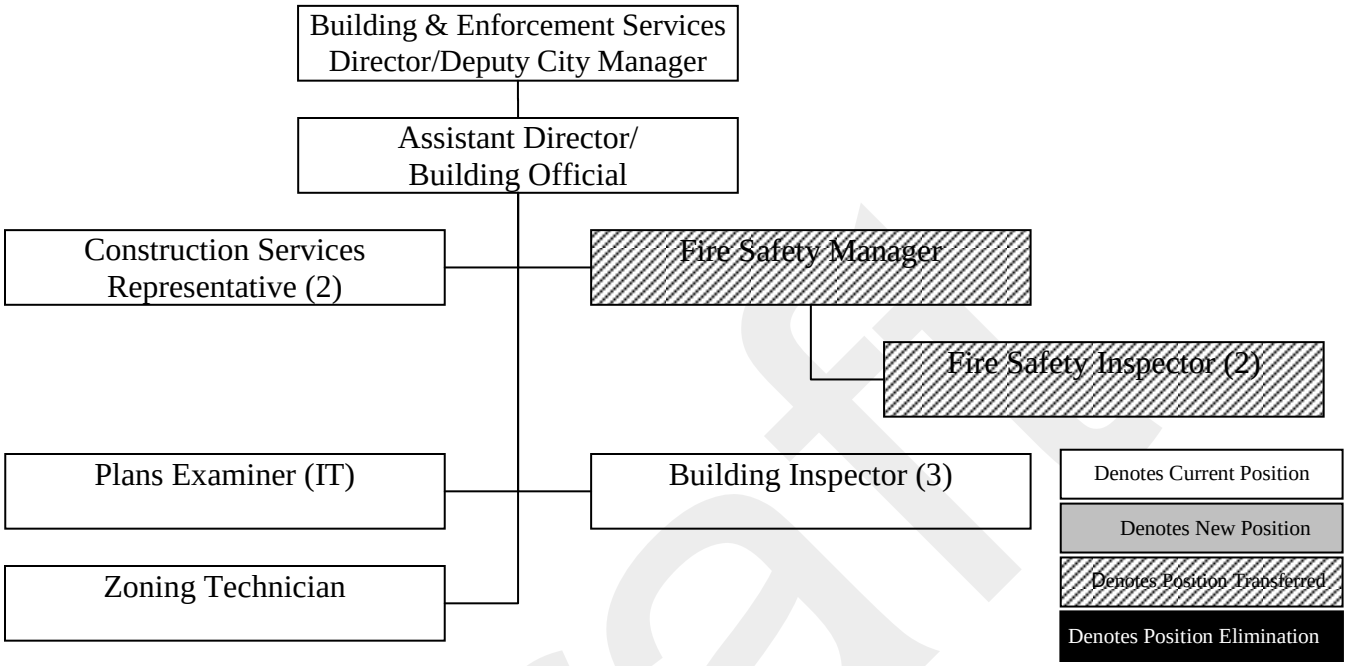
BUILDING AND ENFORCEMENT SERVICES DEPARTMENT
CONSTRUCTION SERVICES DIVISION



CONSTRUCTION SERVICES DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Assistant Director/Building Official	1	1	1	1	-	1	23
Fire Safety Manager	1	1	1	1	(1)	-	19
Plans Examiner (IT)	1	1	1	1	-	1	16
Building Inspector	3	3	3	3	-	3	13
Fire Safety Inspector	2	2	2	2	(2)	-	9
Zoning Technician	1	1	1	1	-	1	7
Construction Services Rep.	2	2	2	2	-	2	5
TOTAL	**11**	**11**	**11**	**11**	**(3)**	**8**	

Functional Duties: The Construction Services Division provides building plan review, permitting, and inspections for the built environment of citizens of Deltona complying with the Florida Building Code, State Statutes, and City Ordinances.

Draft

PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001157 GENERAL FUND - CONSTRUCTION SV								
001157 511200	SAL & WAGE	429,308.10	442,101.11	474,991.78	435,167.32	505,600.00	394,800.00	-21.9%
001157 511400	OVERTIME	2,588.63	1,122.26	1,186.00	1,937.62	3,400.00	2,700.00	-20.6%
001157 512100	FICA TAX	32,097.88	33,800.56	34,945.57	32,846.56	36,600.00	28,000.00	-23.5%
001157 512200	RETIRECONT	29,026.16	33,135.31	39,447.16	36,779.37	39,200.00	35,000.00	-10.7%
001157 512300	H/D/L INS	79,436.21	78,883.55	85,108.93	80,272.35	91,600.00	78,000.00	-14.8%
001157 512400	WORKERCOMP	15,044.37	17,784.04	15,607.33	13,166.70	15,800.00	12,700.00	-19.6%
001157 523401	OTHR CONTR	.00	4,015.00	601.00	5,970.00	6,000.00	3,100.00	-48.3%
001157 524001	TRAV&PERDM	227.48	270.00	106.00	439.00	800.00	.00	-100.0%
001157 524101	COMMUNICAT	3,169.94	2,941.61	2,763.57	1,937.17	3,000.00	2,400.00	-20.0%
001157 524602	R&M E/Q	871.80	821.47	881.83	845.92	900.00	800.00	-11.1%
001157 524701	PRINT GEN	110.00	604.95	557.70	401.77	500.00	500.00	.0%
001157 525101	OFFICE SUP	3,762.77	2,446.06	2,304.30	2,426.40	2,500.00	2,400.00	-4.0%
001157 525102	FURN & E/Q	.00	.00	490.46	.00	.00	.00	.0%
001157 525201	FUEL&OIL	15,341.56	15,213.13	16,378.01	9,818.53	13,000.00	15,000.00	15.4%
001157 525202	TOOL & E/Q	7,139.80	270.73	169.79	901.93	500.00	200.00	-60.0%
001157 525206	UNIFORMS	1,611.07	920.80	1,115.14	832.83	1,300.00	400.00	-69.2%
001157 525210	OPERAT SUP	.00	47.05	249.19	186.78	200.00	200.00	.0%
001157 525400	PUB,MEM,TR	4,079.88	3,304.82	2,643.23	7,936.05	9,300.00	1,200.00	-87.1%
001157 910501	CAPITL-RPL	62,000.00	62,000.00	62,000.00	51,666.70	62,000.00	62,000.00	.0%
001157 990131	IT - Costs	73,249.96	62,409.97	62,534.78	69,500.00	83,400.00	95,100.00	14.0%
001157 990419	FLEETALLOC	.00	.00	3,295.77	5,719.83	2,500.00	9,000.00	260.0%
TOTAL GENERAL FUND - CONSTRU		759,065.61	762,092.42	807,377.54	758,752.83	878,100.00	743,500.00	-15.3%

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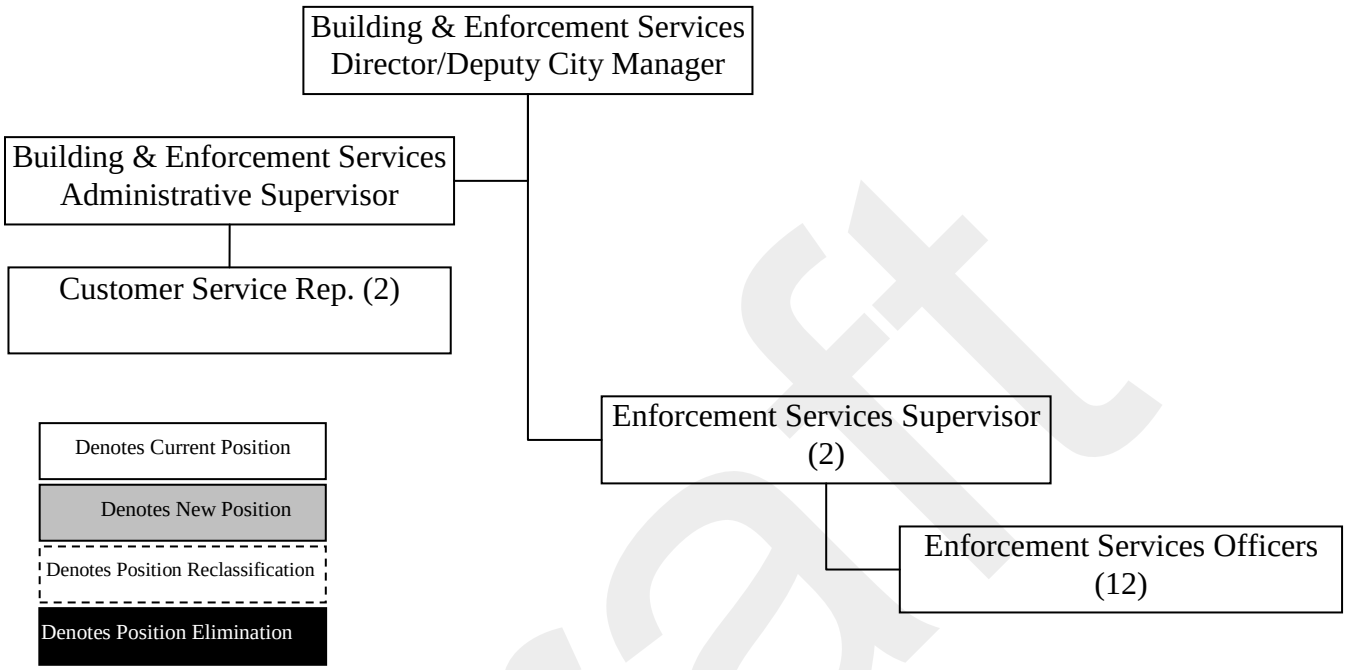
BUILDING AND ENFORCEMENT SERVICES DEPARTMENT
ENFORCEMENT SERVICES DIVISION



ENFORCEMENT SERVICES DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Deputy City Manager & Building & Enforcement Services Director	1	1	1	1	-	1	EBB
Bldg & Enf Srvcs Administrative Sup.	-	-	1	1		1	13
Enforcement Services Supervisor	-	2	2	2	-	2	13
Executive Assistant	1	1	-	-	-	-	12
Enforcement Services Officer	12	10	12	12	-	12	12
Customer Service Rep.	2	2	2	2	-	2	5
TOTAL	**16**	**16**	**18**	**18**	**-**	**18**	

Functional Duties: The Enforcement Services Division performs inspections and enforcement of applicable codes along with protecting citizens by controlling the City's animal population.

Draft

PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001196 GENERAL FUND - ENFORCEMENT SVC								
001196 511200	SAL & WAGE	593,859.96	685,596.18	715,059.03	718,023.83	802,800.00	795,600.00	-.9%
001196 511400	OVERTIME	16,796.14	17,978.60	20,009.91	17,229.11	32,300.00	35,700.00	10.5%
001196 511500	SPECIALPAY	3,520.00	3,594.00	3,564.00	3,160.00	3,700.00	3,700.00	.0%
001196 512100	FICA TAX	45,493.10	52,600.56	54,619.97	53,459.12	59,500.00	58,800.00	-1.2%
001196 512200	RETIRECONT	31,710.93	45,023.70	64,634.85	68,878.14	74,700.00	68,000.00	-9.0%
001196 512300	H/D/L INS	110,323.10	121,862.83	135,924.46	154,032.19	168,500.00	197,000.00	16.9%
001196 512400	WORKERCOMP	20,028.41	25,850.97	22,564.82	21,416.70	25,700.00	27,800.00	8.2%
001196 523101	PROFSVC-OT	11,029.91	11,845.25	10,594.73	10,600.00	10,600.00	10,600.00	.0%
001196 523401	OTHR CONTR	50.00	2,635.75	5,842.20	5,581.00	5,700.00	4,500.00	-21.1%
001196 523409	LOT MTNCE	21,738.81	29,316.91	30,364.40	29,236.21	29,400.00	30,000.00	2.0%
001196 523411	KENNEL FEE	155,708.32	157,188.30	137,762.04	140,000.00	119,400.00	138,000.00	15.6%
001196 524001	TRAV&PERDM	.00	.00	615.00	81.96	.00	.00	.0%
001196 524101	COMMUNICAT	4,755.51	6,929.19	7,034.80	6,670.23	7,500.00	8,500.00	13.3%
001196 524602	R&M E/Q	10,718.36	9,415.53	1,459.80	2,825.15	2,200.00	2,200.00	.0%
001196 524701	PRINT GEN	181.56	1,104.98	657.43	910.10	1,200.00	800.00	-33.3%
001196 524801	PROMO ACTI	.00	.00	4,347.00	.00	.00	5,000.00	.0%
001196 524901	RECOG	.00	200.00	.00	.00	.00	.00	.0%
001196 524908	SVC OF NOT	1,520.00	760.00	960.00	400.00	1,000.00	1,000.00	.0%
001196 524920	UNSAFE CON	.00	.00	.00	.00	.00	100,000.00	.0%
001196 525101	OFFICE SUP	2,648.07	2,452.76	2,959.58	2,468.96	2,800.00	3,000.00	7.1%
001196 525102	FURN & E/Q	.00	.00	.00	245.97	.00	.00	.0%
001196 525201	FUEL&OIL	44,718.94	43,595.00	44,272.74	27,287.43	45,000.00	45,000.00	.0%
001196 525202	TOOL & E/Q	2,524.11	4,975.68	3,354.60	23,140.60	23,600.00	3,400.00	-85.6%
001196 525206	UNIFORMS	1,413.68	1,978.51	2,003.33	1,915.37	2,000.00	2,200.00	10.0%
001196 525208	COMPUT S/W	.00	.00	.00	161.99	.00	.00	.0%
001196 525210	OPERAT SUP	1,721.42	1,776.84	1,687.40	1,641.01	1,800.00	1,700.00	-5.6%
001196 525400	PUB,MEM,TR	4,421.67	4,561.88	4,123.65	4,051.00	5,400.00	4,100.00	-24.1%
001196 910501	CAPITL-RPL	62,000.00	62,000.00	62,000.00	51,666.70	62,000.00	62,000.00	.0%
001196 990131	IT - Costs	62,099.05	56,766.48	67,746.02	117,083.30	140,500.00	165,900.00	18.1%
001196 990419	FLEETALLOC	.00	.00	12,854.06	10,782.97	15,000.00	11,000.00	-26.7%
TOTAL GENERAL FUND - ENFORCE		1,208,981.05	1,350,009.90	1,417,015.82	1,472,949.04	1,642,300.00	1,785,500.00	8.7%

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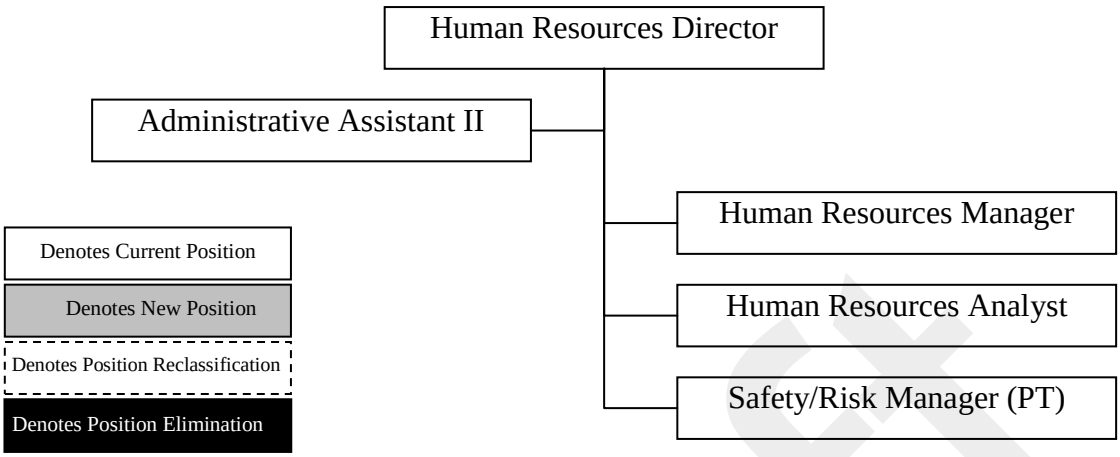
HUMAN RESOURCES DEPARTMENT



HUMAN RESOURCES DEPARTMENT							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Human Resources Director	1	1	1	1	-	1	EBB
Human Resources Manager	1	1	1	1	-	1	19
Safety/Risk Manager (PT)	1	1	1	1	-	1	19
Human Resources Analyst	1	1	1	1	-	1	16
Administrative Assistant II	1	1	1	1	-	1	8
TOTAL	**5**	**5**	**5**	**5**	**-**	**5**	

Functional Duties: The Human Resources Department recruits, provides pertinent training and administers approved benefits for City staff to include administration of various insurance programs such as health, dental, life, worker's compensation, auto, liability, property as well as risk management and safety programs. The Department also administers employee recognition programs, performance evaluations, the City's job classification and compensation program, and is responsible for providing labor relations services to City departments including administration of the IAFF Local 2913 Collective Bargaining Agreement. The Department is also responsible for employee physicals and certifications and for the administration of legally mandated programs such as COBRA and the Family Medical Leave Act as well as the City's DOT CDL Random Alcohol & Drug Testing program. The Human Resources Department maintains all employee official personnel files and is responsible for maintaining the City's Personnel Policies & Procedures Manual, the Employee Handbook, and the Employee Safety Handbook. The Human Resources Department functions in an advisory capacity to all City departments relating to employee relations, investigations, and the resolution of employee or citizen complaints. The Department also processes all insurance claims against and on behalf of the City as well as managing the annual insurance renewal process.

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HUMAN RESOURCES DEPARTMENT

Mission Statement: *"The mission of Human Resources Department is to provide high quality personnel and labor relations services to the City by recruiting, developing and maintaining an effective, competent work force able to deliver timely, responsive and cost-effective services to the community."*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Expand the City's wellness program to provide for a healthier workforce.
- Fully utilize City's ERP system and eliminate duplication of systems.
- Assist with successful implementation and training of Time and Attendance electronic software program.
- Implement an employee development program, a supervisor/manager training program and job share/shadow program.
- Improve Performance Evaluation process.
- Implement recommendations of Compensation and Classification study results.
- Successful negotiation of the IAFF Local 2913 contract.
- Implement City-wide vehicle accident review program.

Key Objectives:

- Update/maintain the City's Personnel Policies & Procedures Manual.
- Work with department directors in promoting and supporting the Leadership Academy--Supervisory Development Program.
- Review/maintain City job descriptions and prepare revisions as necessary.
- Review and renew City property/casualty/auto insurance and Worker's Comp insurance (Package Policies) and target a renewal rate under 15%, if possible.
- Provide on-going training City-wide in anti-harassment, customer service, supervision, safety and health related topics.
- Continue to implement/monitor the City-wide drug and alcohol field screening program.
- Implement several OSHA-standard health and safety programs as identified by the Risk/Safety Manager and provide appropriate training.

Draft

HUMAN RESOURCES DEPARTMENT

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Performance Measures:	**Actual FY 2013/14**	**Estimated FY 2014/15**	**Budget FY 2015/16**
• Number of job applications processed	1,099	1,100	1,100
• Number of position recruitments completed	41	40	40
• Number of Screenings completed:			
○ Employment Physicals	42	40	40
○ Level I/II Background Screenings	40	40	40
• Number of separations processed:			
○ Voluntary	17	15	15
○ Dismissals	3	4	3
○ Retirements	5	5	5
○ Other	5	5	1
• Turnover rate	2.9%	2.6%	2.6%
• Union Grievances Processed	6	5	5
• Workers Comp Claims	33	30	30
• Approved FMLA Requests	47	43	40
• Formal Discrimination Claims (State/Federal)	1	3	2

DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS

During FY 14/15:

- Reviewed and updated policies in the City's Personnel Policies & Procedures Manual.
- Continued to maintain a field post-accident drug/alcohol testing program.
- Updated the Defensive Driver Course program.
- Coordinated employee recognition luncheon.
- Conducted and/or coordinated mandatory anti-harassment training for all City employees.
- Coordinated customer service training for key employees.
- Coordinated the annual Employee Health Fair.
- Coordinated annual Employee Open Enrollment.
- Coordinated quarterly sessions/workshops with the 457 and 401A retirement plan representatives.
- Coordinated sessions with (FRS) Florida Retirement Services to educate employees.
- Developed and implemented a Level II Background Screening Program in coordination and cooperation with FDLE/VECHS and Volusia County Sheriff's Office.
- Coordinated management team contract negotiations with IAFF Local 2913 and assisted in the coordination of the Commission Legislative Hearing with the City Attorney and the City's contract labor attorney.
- Continued to maintain and monitor the Deltona Jobs program.
- Continued to maintain employee recognition programs - "Nice Job" program and Employee of the Quarter Program.

Draft

PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001160 GENERAL FUND - HUMAN RESOURCES								
001160 511200	SAL & WAGE	242,933.83	252,441.20	257,966.12	198,268.84	210,200.00	266,300.00	26.7%
001160 511400	OVERTIME	723.76	820.70	135.20	56.85	300.00	400.00	33.3%
001160 512100	FICA TAX	17,780.70	18,444.50	18,745.80	14,267.12	15,300.00	18,800.00	22.9%
001160 512200	RETIRECONT	16,243.86	21,051.68	31,831.57	21,090.02	22,600.00	35,500.00	57.1%
001160 512300	H/D/L INS	40,046.94	39,069.97	39,526.57	33,185.46	38,800.00	65,800.00	69.6%
001160 512400	WORKERCOMP	6,460.75	7,241.90	6,393.37	5,416.70	6,500.00	7,200.00	10.8%
001160 523101	PROFSVC-OT	12,750.00	1,250.00	50.00	5,000.00	41,500.00	1,500.00	-96.4%
001160 523401	OTHR CONTR	215.28	.00	.00	2,306.85	.00	.00	.0%
001160 523404	SW/NW MTNC	.00	.00	.00	.00	.00	14,400.00	.0%
001160 524001	TRAV&PERDM	86.58	.00	49.00	412.17	100.00	2,600.00	2500.0%
001160 524101	COMMUNICAT	938.73	904.03	865.08	258.77	800.00	800.00	.0%
001160 524602	R&M E/Q	1,325.48	1,720.40	1,276.97	1,700.00	1,700.00	.00	-100.0%
001160 524701	PRINT GEN	1,026.00	342.00	.00	.00	300.00	300.00	.0%
001160 524801	PROMO ACTI	.00	248.43	162.88	472.30	.00	.00	.0%
001160 524901	RECOG	3,421.68	2,964.10	19,840.78	14,775.50	16,800.00	18,600.00	10.7%
001160 524904	ADS	3,221.42	4,041.74	7,062.17	3,492.27	4,200.00	5,000.00	19.0%
001160 524910	EEPHYSICAL	26,183.69	15,374.95	21,853.61	17,145.61	26,500.00	34,100.00	28.7%
001160 525101	OFFICE SUP	2,609.56	1,775.34	2,818.61	575.25	1,300.00	1,300.00	.0%
001160 525201	FUEL&OIL	108.60	53.59	45.99	.00	100.00	100.00	.0%
001160 525206	UNIFORMS	.00	630.60	158.92	.00	200.00	300.00	50.0%
001160 525210	OPERAT SUP	4,342.55	2,172.65	4,463.60	1,654.94	3,000.00	2,600.00	-13.3%
001160 525400	PUB,MEM,TR	3,223.37	5,742.09	3,638.46	4,908.84	8,000.00	24,500.00	206.3%
001160 910501	CAPITL-RPL	9,000.00	9,000.00	9,000.00	7,500.00	9,000.00	9,000.00	.0%
001160 990131	IT - Costs	26,819.87	27,055.41	24,815.39	31,000.00	37,200.00	40,600.00	9.1%
TOTAL GENERAL FUND - HUMAN R		419,462.65	412,345.28	450,700.09	363,487.49	444,400.00	549,700.00	23.7%

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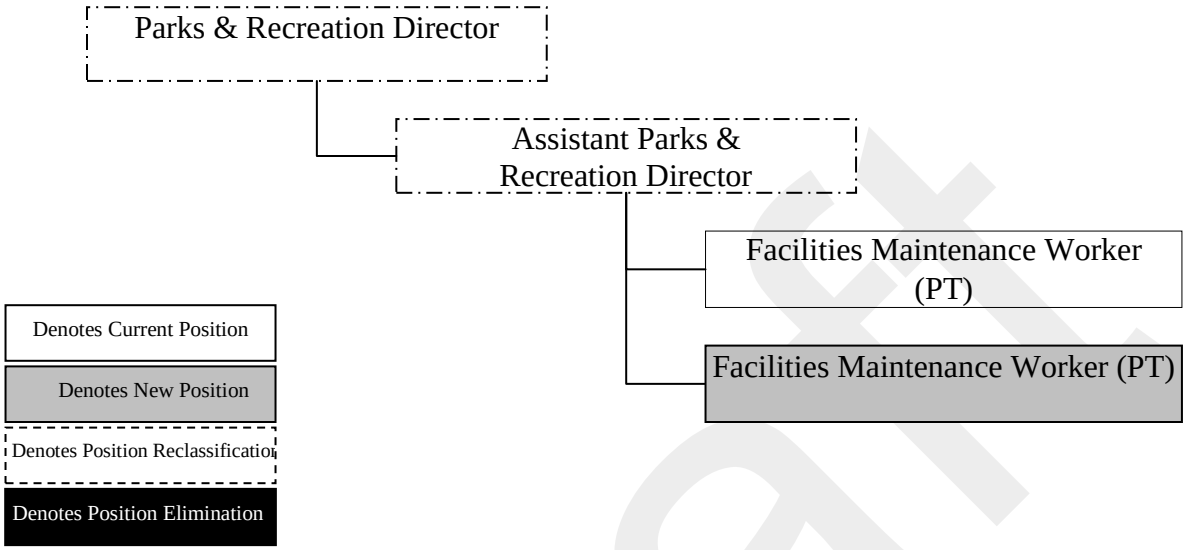
GENERAL GOVERNMENT



GENERAL GOVERNMENT							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Facilities Maintenance Worker (PT) (Reports to Parks & Recreation)	-	-	1	1	1	2	2
TOTAL	**-**	**-**	**1**	**1**	**1**	**2**	

Functional Duties: General Government contains appropriations for general administrative services not specifically assigned to operating departments. The purpose of the General Government budget is to provide means for allocating resources for specific items that are of benefit to multiple departments. Funds are budgeted for such items as transfers to other funds, liability insurance, unemployment compensation for general fund employees, citywide postage, Amphitheatre operations and maintenance, maintenance and repair of city hall building, and costs not directly associated with just one department.

Draft

GENERAL GOVERNMENT

Mission Statement*:* *"The mission of the General Government Division is to account for all expenditures that cannot be specifically designated to any operating department within the General Fund.*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Improve overall cleanliness of City Hall with addition of one part-time janitorial staff.
- Enhance landscaping at City Hall and VCSO Deltona office to further City beautification (funded by Tree Replacement Fund).
- Replace plastic chairs in Commission Chambers for improved appearance and safety.
- Enhance Holiday beautification around City Hall and throughout City.

Key Objectives:

- Accurately and efficiently budget for general expenditures that do not apply to a single department and/or benefit multiple departments.
- Fund unemployment benefits for employees in the General Fund.
- Provide for the City's liability insurance premiums.
- Allocate moneys for the maintenance and repair of City Hall.

Draft

PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001190 GENERAL FUND - GENERAL GOVERMT								
001190 511200	SAL & WAGE	.00	49,956.37	57,541.39	167,290.26	169,900.00	28,000.00	-83.5%
001190 511400	OVERTIME	.00	.00	.00	106.20	100.00	300.00	200.0%
001190 512100	FICA TAX	.00	765.90	3,585.22	10,273.62	10,500.00	2,000.00	-81.0%
001190 512200	RETIRECONT	.00	2,862.74	3,619.59	7,445.85	7,500.00	3,900.00	-48.0%
001190 512300	H/D/L INS	.00	1,345.42	1,560.33	.00	500.00	.00	-100.0%
001190 512400	WORKERCOMP	.00	.00	.00	1,833.30	2,200.00	1,600.00	-27.3%
001190 512500	UMEMPLOYMT	48,824.00	4,452.58	4,001.00	1,035.70	5,000.00	10,000.00	100.0%
001190 523101	PROFSVC-OT	.00	.00	.00	29,657.00	29,657.00	.00	-100.0%
001190 523401	OTHR CONTR	23,407.08	9,879.66	17,484.18	17,928.13	15,500.00	26,000.00	67.7%
001190 524101	COMMUNICAT	298.61	242.91	316.62	232.34	1,200.00	1,200.00	.0%
001190 524102	POSTAGE	32,107.09	36,396.03	39,811.09	31,241.30	35,000.00	40,000.00	14.3%
001190 524301	UTILITYSVC	152,430.83	141,774.46	149,878.83	120,428.20	160,000.00	157,000.00	-1.9%
001190 524402	R&L E/Q	253,812.25	251,464.00	251,464.00	251,464.00	251,500.00	251,500.00	.0%
001190 524501	INSUR GEN	439,042.45	537,648.67	500,612.80	541,844.80	572,043.00	610,000.00	6.6%
001190 524602	R&M E/Q	27,107.09	13,154.97	29,203.57	5,000.00	6,400.00	7,600.00	18.8%
001190 524603	R&M BLDG	14,458.69	61,471.35	27,529.76	40,113.93	37,800.00	27,700.00	-26.7%
001190 524610	R&M OTHER	17,383.82	14,016.80	12,338.76	6,092.98	11,600.00	14,500.00	25.0%
001190 524701	PRINT&BIND	2,468.65	1,555.26	2,734.01	2,469.36	3,000.00	3,000.00	.0%
001190 524999	OTHER CHAR	20,000.00	659.91	25.00	3,508.03	.00	.00	.0%
001190 525102	FURN & E/Q	.00	.00	1,801.56	5,839.95	5,000.00	18,600.00	272.0%
001190 525201	FUEL&OIL	3,172.43	2,577.03	935.55	895.24	1,200.00	1,200.00	.0%
001190 525202	TOOL & E/Q	1,009.00	.00	.00	.00	.00	.00	.0%
001190 525203	JANISUPPLY	3,684.14	2,242.43	3,536.68	3,031.15	3,300.00	3,000.00	-9.1%
001190 525210	OPERAT SUP	3,298.32	2,844.42	406.57	1,835.54	3,600.00	48,500.00	1247.2%
001190 525400	PUB,MEM,TR	.00	5,426.43	.00	.00	.00	.00	.0%
001190 910106	TRANS2SLD	18,000.00	.00	.00	.00	.00	.00	.0%
001190 910109	OTO-LOGT	365,800.00	.00	.00	500,000.00	500,000.00	500,000.00	.0%
001190 910302	OTO-PARK P	.00	3,000.00	13,500.00	300,000.00	750,000.00	.00	-100.0%
001190 910401	OTO-DWOPS	.00	.00	.00	118,000.00	118,000.00	.00	-100.0%
001190 990419	FLEETALLOC	.00	.00	233.32	335.62	1,000.00	600.00	-40.0%
TOTAL GENERAL FUND - GENERAL		1,426,304.45	1,143,737.34	1,122,119.83	2,167,902.50	2,701,500.00	1,756,200.00	-35.0%

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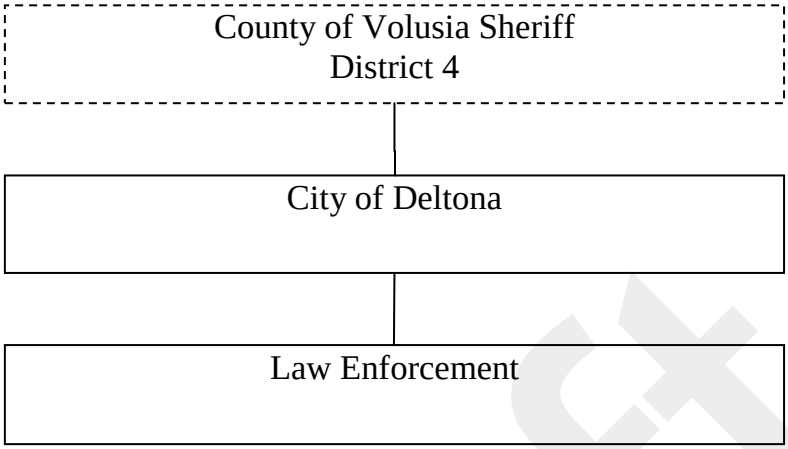
LAW ENFORCEMENT SERVICES



LAW ENFORCEMENT							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Personnel provided through contract with County of Volusia.	79	79	79	79	-	79	Contract
TOTAL	**79**	**79**	**79**	**79**	**-**	**79**	

Mission Statement: *"The primary mission of the Volusia County Sheriff's Office is providing a safe and secure environment for the residents and visitors of Volusia County. This is accomplished through programs, plans and community policing efforts. The Volusia County Sheriff's Office, District 4, provides law enforcement services to the City of Deltona and unincorporated areas of Southwest Volusia County including the communities of Enterprise, Osteen and Stone Island."*

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LAW ENFORCEMENT SERVICES

GOALS, OBJECTIVES, & PERFORMANCE MEASURES

Key Goals:

- Continue provision of excellent law enforcement services to the City of Deltona.
- Overall reduction of crime incidents by 5% from previous year.
- Implement a License Plate Recognition (LPR) program for increased citizen safety and protection.

Key Objectives:

- Reduce incidents of residential burglaries by 5% from previous year.
- Reduce incidents of commercial burglaries by 5% from previous year.
- Reduce incidents of vehicle burglaries by 5% from previous year.
- Reduce incidents of commercial robbery by 5% from previous year.
- Reduce incidents of stolen vehicles by 5% from previous year.
- Reduce incidents of traffic crashes by 5% from previous year.
- Increase arrest warrant service by 10% from previous year.

Key Performance Measures:	**Actual FY 2013/14**	**Estimated FY 2014/15**	**Budget FY 2015/16**
• Number of reported residential burglaries	343	326	310
• Number of reported commercial burglaries	36	34	32
• Number of reported vehicle burglaries	309	294	279
• Number of reported commercial robberies	22	21	20
• Number of stolen vehicles	87	83	79
• Number of reported traffic crashes	733	696	661
• Number of reported arrest warrant served	660	726	798

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS

The City of Deltona continues to contract law enforcement services with the Volusia County Sheriff's Office for the provision of all law enforcement functions within municipal boundaries. This contractual relationship has been in place since the City's incorporation in 1995.

Deputy Sheriffs assigned to the City respond to calls for service on a 24-hour, seven-day-a-week basis. Service calls range from emergencies, crimes in progress, traffic accidents, and major case investigations to taking routine complaints.

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LAW ENFORCEMENT SERVICES

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

DEPARTMENTAL ACTIVITY

INVESTIGATIONS UNIT ACTIVITY	2012	2013	2014
Cases assigned	791	591	974
Cases completed	653	593	563
Investigation call outs	138	84	143
SA 7-07s filed (Charge Affidavit)	97	89	93
Arrest warrants	53	38	120
Search warrants	35	34	100
Felony arrests	284	188	238
Assist other agencies	29	35	19

JUVENILLE INVESTIGATIONS ACTIVITY	2012	2013	2014
Cases assigned	176	124	131
Cases completed	199	108	137
Investigation call outs	2	7	2
SA 7-07s filed (Charge Affidavit)	17	10	6
Arrest warrants	6	3	6
Search warrants	1	3	1
Felony arrests	64	22	4
Assist other agencies	0	3	1

PATROL UNIT ACTIVITY	2012	2013	2014
Reports written	11,676	11,339	11,107
Burglary arrests	148	90	96
Narcotics arrests	248	448	458
Felony arrests	1,190	1,258	1,179
Misdemeanor arrests	2,815	2,699	2,369
Warrants served	602	718	625

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR: GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001210 GENERAL FUND - LAW ENFORCEMENT								
001210 523401	OTHR CONTR	315.00	1,384.85	2,166.15	1,007.86	1,800.00	1,800.00	.0%
001210 523412	LAW ENFORC	9,046,134.00	9,265,406.81	9,594,958.00	9,855,726.00	9,855,700.00	10,147,000.00	3.0%
001210 524301	UTILITYSVC	26,140.47	22,017.36	21,730.27	17,245.51	21,800.00	22,500.00	3.2%
001210 524602	R&M E/Q	1,544.12	142.11	.00	100.00	300.00	200.00	-33.3%
001210 524603	R&M BLDG	19,322.72	6,513.51	17,655.10	4,980.24	4,800.00	6,800.00	41.7%
001210 524610	R&M OTHER	.00	.00	.00	.00	200.00	200.00	.0%
001210 524801	PROMO ACTI	34,050.00	27,079.00	.00	.00	.00	.00	.0%
TOTAL GENERAL FUND - LAW ENF		9,127,506.31	9,322,543.64	9,636,509.52	9,879,059.61	9,884,600.00	10,178,500.00	3.0%

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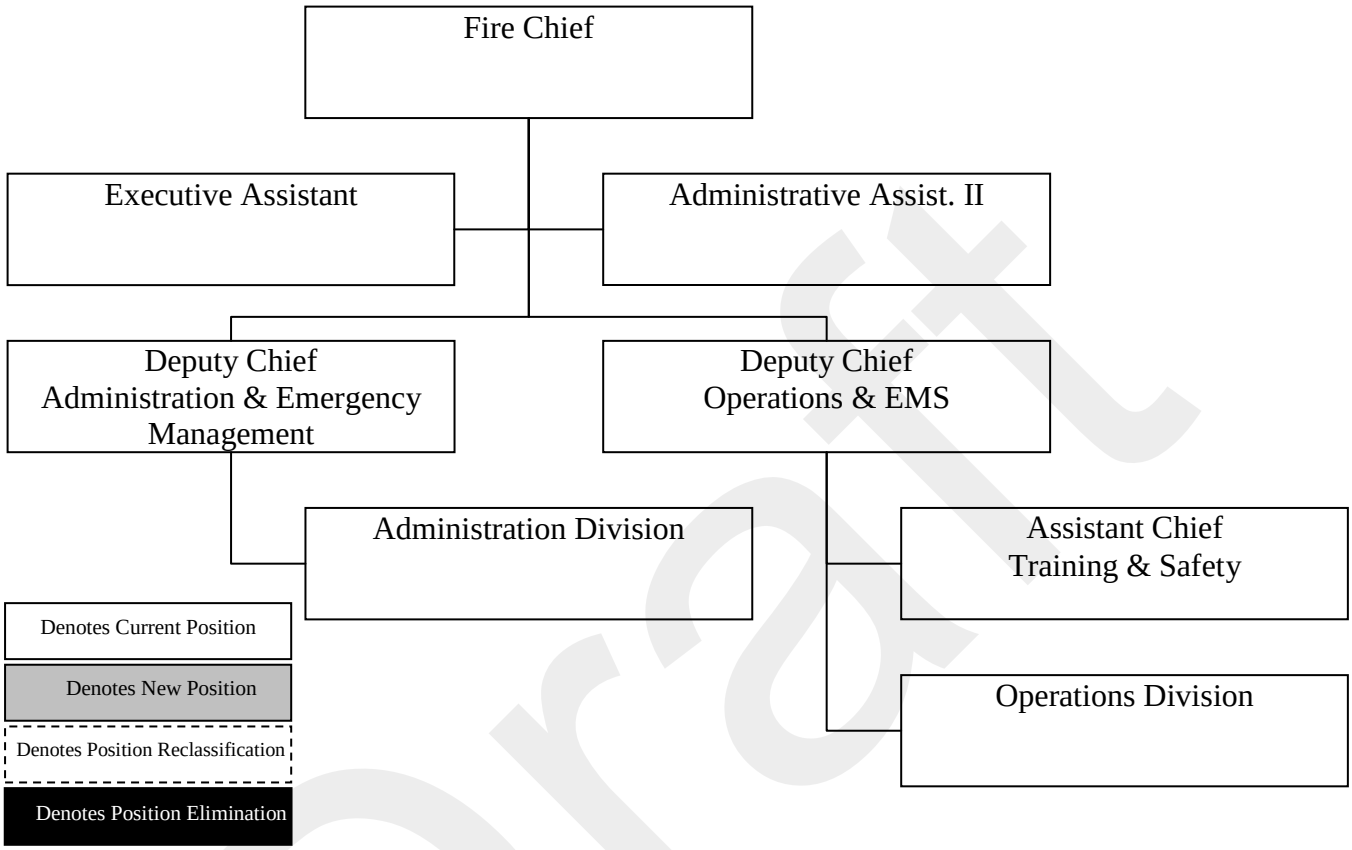
FIRE / RESCUE DEPARTMENT OVERVIEW



Functional Duties: The City of Deltona Fire/Rescue Services Department is organized into two major divisions: Administration and Operations and is responsible for mitigation of all natural and man-made emergencies. Our priority is (1) life safety, (2) incident stabilization, and (3) property conservation.

Mission Statement: "*The mission of the Deltona Fire / Rescue Services Department is to continually strive to improve the quality of life of the community and the citizens we serve. This shall be accomplished through our professional and highly trained personnel coupled with technology and equipment to provide proactive community education and preventative measures, all-hazard mitigation, communications, fire protection and emergency medical services. To ensure our readiness to respond, it is also our duty to protect and promote the health, safety, education and overall well-being of our members".*

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FIRE / RESCUE SERVICES DEPARTMENT
GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Enhancement of City's level of EMS response to include possible expansion of patient transport.
- Oversight of Fire Inspectors in order to provide more continuity of the provision of customer service.
- Expansion of Community Safety and Education Outreach Program.
- Pursue lowering the department's ISO rating while remaining fiscally responsible and providing continuity of response.
- Align department facilities for uniformity with City goals of beautification and appearance.

Key Objectives:

- Maintain <u>or reduce</u> the City's ISO rating for fire suppression.
- Maintain the NFPA response time to Structural fires and immediately mitigate these events to reduce the loss of life and property.
  - Refine the closest unit response program with neighboring jurisdictions.
- Maintain the minimum ISO training requirements for certified personnel.
- Ensure personnel are highly trained to provide Emergency Medical Care and mitigate fire emergencies.

Key Performance Measures:	**Actual FY 2013/14**	**Estimated FY 2014/15**	**Budget FY 2015/16**
• Maintain the City's ISO rating	4	4	<=4
• Maintain response time to structural fires (1st Unit on Scene)	<7:00 Min.	<7:00 Min.	<7:00 Min.
• Maintain minimum ISO training requirements	20 Hours Per Month	20 Hours Per Month	20 Hours Per Month
• Special Operation Team training and proficiency testing to maintain State LTRT (Light Technical Rescue Team) 532 designation			To maintain a minimum of 1,584 hours of training per year.
• Continue to refine and integrate fire department-based EMS transport units into the overall EMS system in Volusia County.	Increase transports to 3-4 per month	Continue working with County	Continue Contingency and primary transports
• Hydrant maintenance program		1,227 hydrants inspected	Maintain all Hydrants
• Pre-incident planning and inspections		952 pre-incident plans completed	Maintain quarterly pre-incident planning

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FIRE / RESCUE SERVICES DEPARTMENT

GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)

Key Performance Measures: (Continued)	Actual FY 2013/14	Estimated FY 2014/15	Budget FY 2015/16
• Smoke detector installation program, compare and track numbers from previous years			Development of new tracking system for request and installations
• Community Public Education Programs (CPR, First Aid, Fire Extinguisher, Car Seats)		173.5 contact hours and 335 students seen during FY 13/14	Continue to track request, classes held and Quality Assurance program.

DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS

During the second quarter of 2014 the fire department experienced a change in the leadership for the organization. Mark Rhame was brought in to head up the department as the new Fire Chief. Chief Rhame brought with him over 30 years of fire and EMS experience.

In 2014 the Fire Department responded to 9,143 alarms inside the city and offered aid outside of the city for 161 alarms. Of those alarms 6,921 were medical calls with 2,882 Basic Life Support (BLS) and 2,701 Advanced Life Support (ALS). The remaining calls fell into the class of structure fires, motor vehicle crashes, hazardous materials events or other service calls.

The Deltona Fire Department continues to work within the Volusia County EMS Contingency Transport program. This program allows Deltona Fire Department Rescue the ability to transport EMS patients based upon certain EMS protocol criteria and due to unavailable EVAC units. Deltona Fire Department transported patients to area hospitals 28 times during 2014, realizing revenue from billing in the amount of $3,530.40. The Fire Department takes pride in our Emergency Medical Services (EMS). We work diligently to provide the highest quality care for our citizens.

The Training & Safety Division provides a focused effort to ensure that the department complies with specific local, state, and federal training and safety mandates. The Training & Safety Division conducts several training sessions on a rotating basis throughout the year. On-duty firefighters completed a total of 20,887 hours of fire-based continuing education training. This is an average of 298 hours per person per year or just over 24 hours of training per month.

During 2014 the Fire Department took an aggressive stance on public relations and community education. In 2014, the Fire Department delivered fire safety presentations to over 120 locations including schools, workplaces, residential facilities, and community organization. We participated in 3 parades and attended 17 non-profit organizations and church events. We also displayed apparatus at schools for career days.

Deltona's elementary school children make up the greatest number of residents reached. This occurred during Fire Prevention Month this past October. The Deltona Fire Department performed 30 presentations and reached over 3,000 children and teachers.

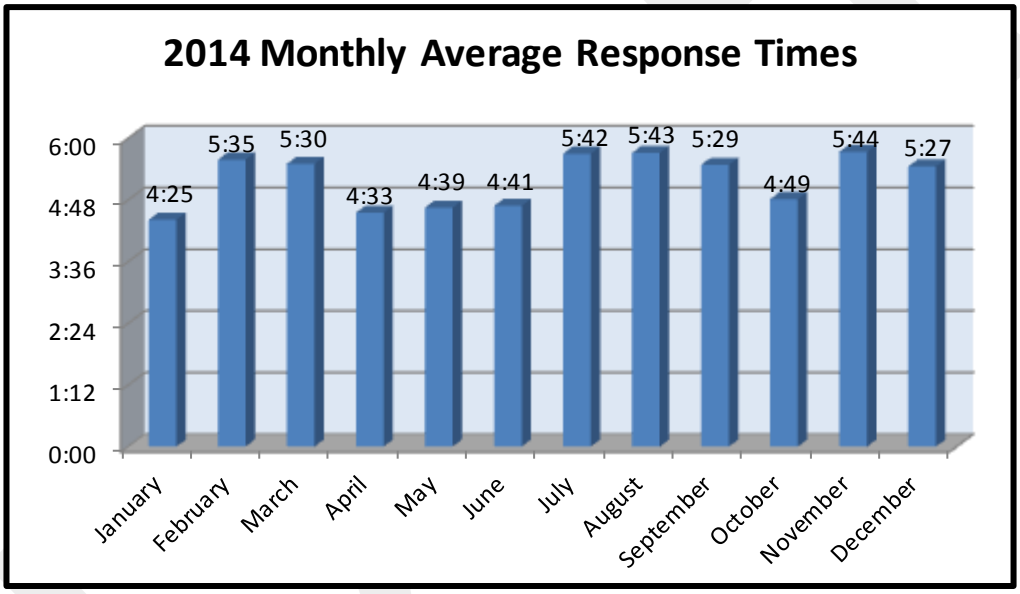
FIRE / RESCUE SERVICES DEPARTMENT

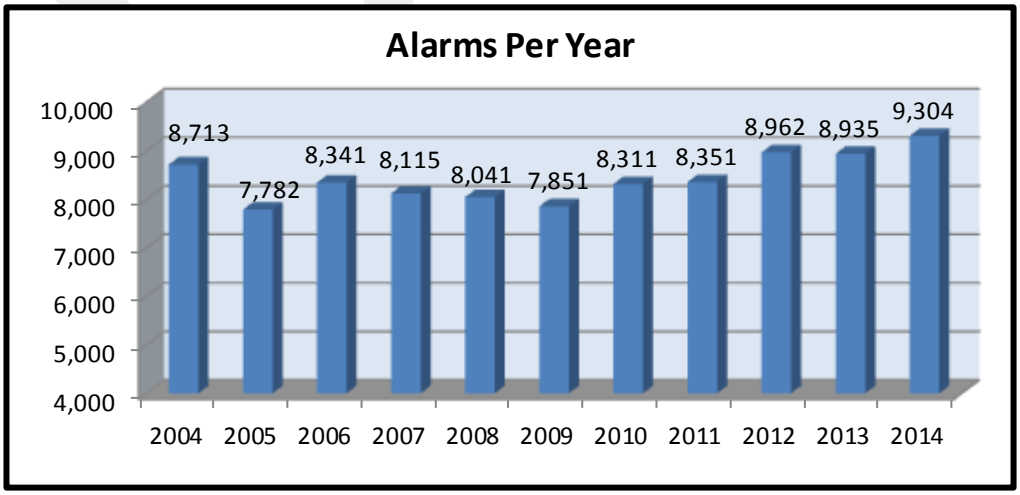
DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

In November, the Deltona Fire Department had its biggest event of the year, the Open House & Pink Heals Tour. This event attracted over 3,000 residents and involved various demonstrations, a 5k run, raffles, face painting and food. The Pink Heals Tour is a non-profit organization dependent on donors that supports local women recovering from an illness.

The amount of service calls the Deltona Fire Department responds to have been steadily increasing since the year 2009. In 2014 the Deltona Fire department saw a 4% increase in call volume compared to the previous year alone. In total we responded to 9,304 calls throughout the year. The department has been able to maintain excellent average response times.

The average response time for 2014 was five minutes, eleven seconds.





Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$4,372,151	$4,341,993	$4,553,600	$ 4,897,800
Overtime	280,456	532,057	279,700	593,900
Other Pay	22,143	21,201	21,500	23,500
Benefits and Taxes	2,358,907	2,436,416	2,881,300	3,065,600
Total Personal Service Costs	7,033,657	7,331,667	7,736,100	8,580,800
Operating Expenditures	997,714	1,012,753	1,208,200	1,313,800
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	379,000	379,000	479,000	479,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	$8,410,371	$8,723,420	$9,423,300	$10,373,600
Staffing:				
Full-Time	77	77	77	80
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ 51,199	$ 105	$ 25,000	$ 16,500
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	12,710	14,295	26,400	25,400
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	4,199	634	4,500	5,500
5241 - Communications and Freight Services	3,478	2,360	3,800	3,800
5243 - Utility Services	67,206	68,523	71,500	71,600
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	221,370	164,039	169,400	170,800
5247 - Printing and Binding	1,355	1,841	2,000	2,300
5248 - Promotional Activities	6,579	11,839	9,500	20,200
5249 - Other Current Charges	43,175	40,715	61,400	55,400
5251 - Office Supplies	12,240	23,915	29,000	24,500
5252 - Operating Supplies	299,034	347,087	356,000	430,300
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	43,622	20,146	53,500	60,300
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	231,547	220,113	300,100	319,200
9904 - Fleet Maintenance - Allocated Costs	-	97,141	96,100	108,000
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 997,714	$1,012,753	$1,208,200	$ 1,313,800

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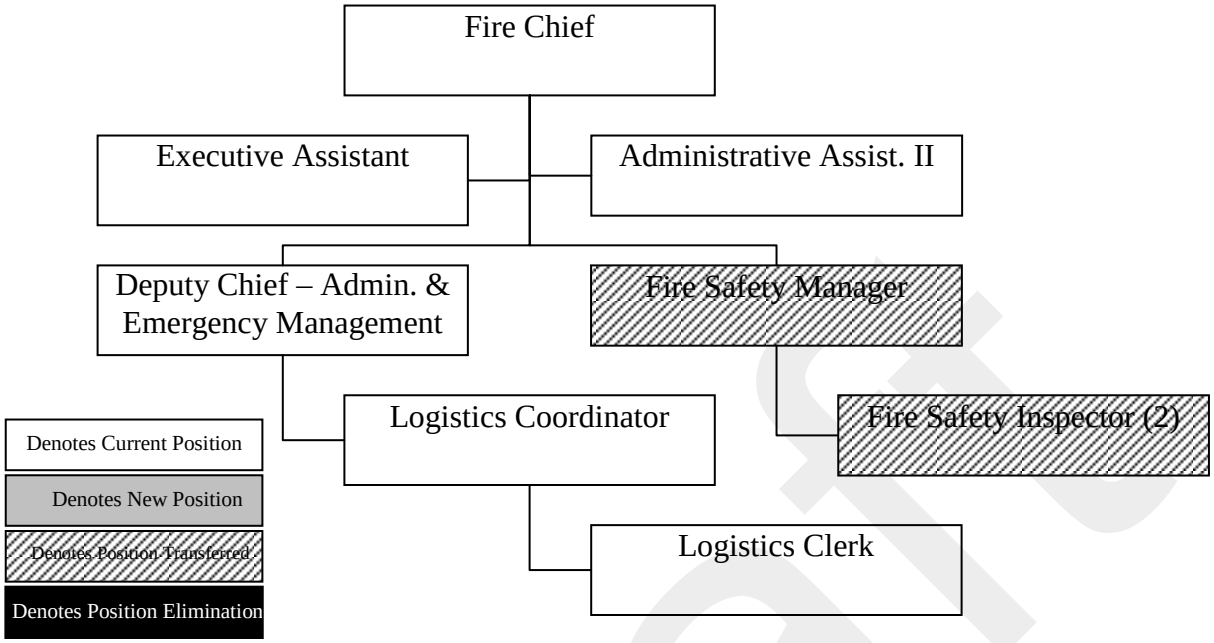
FIRE / RESCUE SERVICES DEPARTMENT
ADMINISTRATION DIVISION



ADMINISTRATION DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Fire Chief	1	1	1	1	-	1	EBB
Deputy Fire Chief	2	2	2	2	-	2	23
Fire Training Officer	1	1	1	1	-	1	21
Fire Safety Manager	-	-	-	-	1	1	19
Executive Assistant	1	1	1	1	-	1	12
Logistics Manager	1	1	-	-	-	-	12
Logistics Coordinator	-	-	1	1	-	1	12
Fire Safety Inspector	-	-	-	-	2	2	9
Administrative Assistant II	1	1	1	1	-	1	8
Logistics Clerk	1	1	1	1	-	1	2
TOTAL	**8**	**8**	**8**	**8**	**3**	**11**	

Functional Duties: The Administrative division is separated into Emergency Management and Logistics. This branch is responsible for contract administration, interagency and intergovernmental agreements, administrative services, facilities maintenance, and marketing (public affairs and education) for the entire Department. Additionally, this section performs development review, plan review, building inspections, and arson investigation. This division also coordinates all repair and maintenance to the City's 800 MhZ radio system.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001221 GENERAL FUND - FIRE ADMINISTRA								
001221 511200	SAL & WAGE	605,448.78	517,152.05	503,156.20	568,037.67	543,000.00	688,100.00	26.7%
001221 511400	OVERTIME	7,011.80	2,870.74	1,782.22	1,813.68	3,200.00	3,800.00	18.8%
001221 511500	SPECIALPAY	3,364.19	4,010.00	3,481.30	4,410.00	3,300.00	5,300.00	60.6%
001221 512100	FICA TAX	44,366.81	38,041.28	37,640.03	42,721.54	38,700.00	49,200.00	27.1%
001221 512200	RETIRECONT	83,448.81	76,878.38	70,509.66	68,532.83	88,800.00	58,300.00	-34.3%
001221 512300	H/D/L INS	88,174.31	74,041.59	65,852.84	69,271.71	83,700.00	135,000.00	61.3%
001221 512400	WORKERCOMP	15,044.37	12,925.49	11,376.43	9,583.30	11,500.00	17,500.00	52.2%
001221 523101	PROFSVC-OT	.00	14,850.00	.00	.00	.00	.00	.0%
001221 523401	OTHR CONTR	4,096.49	40.00	49.60	60.00	100.00	100.00	.0%
001221 523404	SW/NW MTNC	1,983.75	.00	.00	22.43	300.00	.00	-100.0%
001221 523405	MOW&LITTER	.00	1,105.00	1,260.00	1,656.00	1,600.00	1,700.00	6.3%
001221 524001	TRAV&PERDM	707.00	2,434.97	155.41	546.25	1,500.00	3,500.00	133.3%
001221 524101	COMMUNICAT	3,536.47	2,753.00	1,842.12	1,055.83	3,000.00	3,000.00	.0%
001221 524102	POSTAGE	43.77	.00	.00	.00	.00	.00	.0%
001221 524301	UTILITYSVC	3,632.51	2,985.61	2,786.32	2,695.94	3,500.00	3,600.00	2.9%
001221 524601	R&M VEHICL	20,388.16	4,231.03	39.99	96.44	.00	.00	.0%
001221 524602	R&M E/Q	1,102.01	1,181.55	2,585.74	1,192.13	1,500.00	1,800.00	20.0%
001221 524603	R&M BLDG	16,792.32	4,235.30	8,300.83	4,539.82	5,200.00	8,400.00	61.5%
001221 524701	PRINT GEN	258.00	1,008.60	.00	.00	500.00	500.00	.0%
001221 524801	PROMO ACTI	2,599.33	606.39	214.75	102.36	500.00	500.00	.0%
001221 524901	RECOG	439.50	39.95	90.80	631.07	1,000.00	1,000.00	.0%
001221 524910	BACK/PHYS	2,267.90	2,089.04	2,075.64	1,961.64	2,300.00	2,000.00	-13.0%
001221 524912	EMERG MGMT	1,787.69	.00	532.40	.00	.00	.00	.0%
001221 524999	OTHER CHAR	.00	.00	1,650.00	.00	.00	.00	.0%
001221 525101	OFFICE SUP	3,690.97	2,403.84	3,462.27	5,362.38	6,000.00	3,500.00	-41.7%
001221 525102	FURN & E/Q	1,226.19	867.27	2,833.47	212.88	1,000.00	2,800.00	180.0%
001221 525201	FUEL&OIL	11,082.20	8,986.91	9,534.33	6,452.03	9,800.00	9,500.00	-3.1%
001221 525202	TOOL & E/Q	1,726.72	87.80	77.91	754.02	1,000.00	1,000.00	.0%
001221 525204	BUNKERGEAR	305.00	3,938.48	.00	867.38	2,200.00	1,300.00	-40.9%
001221 525205	MED SUPPLI	191.40	1,235.30	.00	.00	.00	.00	.0%
001221 525206	UNIFORMS	2,302.92	1,445.66	2,098.93	1,470.46	4,300.00	4,000.00	-7.0%
001221 525208	COMPUT S/W	189.98	.00	.00	.00	.00	100.00	.0%
001221 525210	OPERAT SUP	1,307.28	238.61	360.11	1,359.25	1,800.00	1,000.00	-44.4%
001221 525400	PUB,MEM,TR	5,242.27	7,596.92	4,458.50	3,570.90	4,600.00	10,200.00	121.7%
001221 910501	CAPITL-RPL	379,000.00	379,000.00	379,000.00	399,166.70	479,000.00	479,000.00	.0%
001221 990131	IT - Costs	331,931.93	231,547.47	220,112.51	250,083.30	300,100.00	319,200.00	6.4%
001221 990419	FLEETALLOC	.00	.00	9,646.40	2,944.72	2,100.00	3,000.00	42.9%
TOTAL GENERAL FUND - FIRE AD		1,644,690.83	1,400,828.23	1,346,966.71	1,451,174.66	1,605,100.00	1,817,900.00	13.3%

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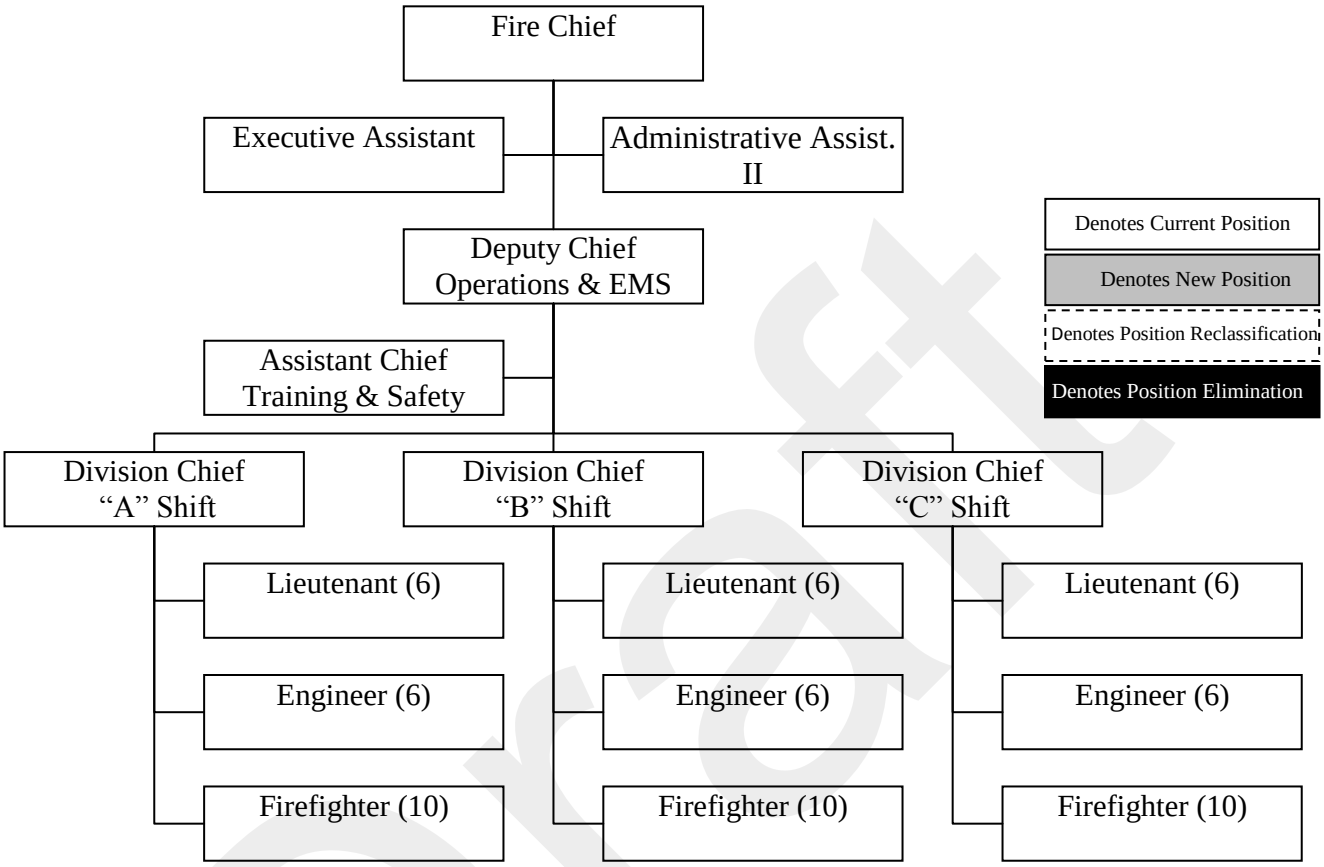
FIRE / RESCUE SERVICES DEPARTMENT

OPERATIONS DIVISION



OPERATIONS DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Division Commander	3	3	3	3	-	3	Union
Lieutenant	18	18	18	18	-	18	Union
Engineer	15	18	18	18	-	18	Union
Firefighter	33	30	30	30	-	30	Union
TOTAL	**69**	**69**	**69**	**69**	**-**	**69**	

Functional Duties: The Operations division is composed of the "Combat" division of the Fire Department and includes Training, Safety and EMS management functions via the Administrative Division. The department provides Emergency Medical Services (EMS) at the Advanced Life Support (ALS) level, firefighting, hazardous materials as well as other specialized response. As an all-hazards department, our dual trained personnel can rapidly mitigate any emergency presented to them.

PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001222 GENERAL FUND - FIRE OPERATIONS								
001222 511200	SAL & WAGE	3,776,500.80	3,854,999.30	3,838,837.12	3,466,444.41	4,010,600.00	4,209,700.00	5.0%
001222 511400	OVERTIME	245,892.29	277,584.90	530,274.81	525,258.05	276,500.00	590,100.00	113.4%
001222 511500	SPECIALPAY	18,673.55	18,132.97	17,720.00	17,410.00	18,200.00	18,200.00	.0%
001222 512100	FICA TAX	286,867.13	296,783.11	314,127.12	290,621.04	303,000.00	327,800.00	8.2%
001222 512200	RETIRECONT	1,050,509.65	1,102,967.18	1,137,359.41	1,131,059.24	1,456,200.00	1,450,300.00	-.4%
001222 512300	H/D/L INS	679,344.67	645,615.22	701,769.32	687,575.63	800,200.00	917,800.00	14.7%
001222 512400	WORKERCOMP	100,049.91	111,654.20	97,780.88	82,666.70	99,200.00	109,700.00	10.6%
001222 523101	PROFSVC-OT	18,448.00	36,348.80	105.00	14,819.55	20,400.00	16,500.00	-19.1%
001222 523401	OTHR CONTR	735.00	1,940.00	4,414.40	8,130.00	11,300.00	2,900.00	-74.3%
001222 523404	SW/NW MTNC	6,026.82	2,765.00	399.00	.00	3,200.00	12,200.00	281.3%
001222 523405	MOW&LITTER	.00	6,860.00	8,172.00	7,344.00	9,000.00	8,500.00	-5.6%
001222 524001	TRAV&PERDM	1,068.99	1,764.01	479.17	774.07	2,000.00	2,000.00	.0%
001222 524101	COMMUNICAT	815.15	724.99	517.72	503.27	800.00	800.00	.0%
001222 524301	UTILITYSVC	71,801.63	64,220.31	65,737.18	54,592.88	68,000.00	68,000.00	.0%
001222 524601	R&M VEHICL	174,365.57	67,029.81	1,806.56	1,218.17	3,000.00	4,300.00	43.3%
001222 524602	R&M E/Q	90,207.31	101,698.40	83,016.73	70,201.54	91,700.00	86,300.00	-5.9%
001222 524603	R&M BLDG	76,266.30	42,779.40	55,574.96	58,078.67	71,600.00	68,000.00	-5.0%
001222 524604	R&M HYDRAN	5,713.58	213.96	213.87	972.36	1,000.00	2,000.00	100.0%
001222 524701	PRINT GEN	709.71	346.15	1,840.62	881.00	1,500.00	1,800.00	20.0%
001222 524801	PROMO ACTI	5,319.78	5,972.67	11,623.67	8,603.39	9,000.00	19,700.00	118.9%
001222 524901	RECOG	.00	.00	.00	2,120.00	3,000.00	5,100.00	70.0%
001222 524910	EEPHYSICAL	30,000.23	36,689.42	31,434.55	40,603.29	44,100.00	35,500.00	-19.5%
001222 524911	AHA CENTER	.00	4,356.80	4,931.94	6,914.45	10,000.00	10,000.00	.0%
001222 524999	OTHER CHAR	1,600.00	.00	.00	.00	.00	1,800.00	.0%
001222 525101	OFFICE SUP	1,527.33	1,702.55	1,120.79	1,880.07	2,500.00	2,000.00	-20.0%
001222 525102	FURN & E/Q	3,223.41	7,266.82	16,497.71	7,642.86	23,000.00	16,200.00	-29.6%
001222 525201	FUEL&OIL	67,168.71	70,016.75	68,346.90	51,591.26	70,000.00	70,000.00	.0%
001222 525202	TOOL & E/Q	46,876.61	39,919.81	102,637.51	29,840.74	45,000.00	82,100.00	82.4%
001222 525203	JANISUPPLY	10,985.76	11,044.57	13,941.50	11,383.50	12,000.00	14,000.00	16.7%
001222 525204	BUNKERGEAR	49,061.31	48,948.07	33,881.65	73,190.98	75,600.00	92,500.00	22.4%
001222 525205	MED SUPPLI	70,210.89	81,117.57	73,484.10	85,776.99	85,900.00	88,000.00	2.4%
001222 525206	UNIFORMS	27,168.09	26,112.27	34,894.17	36,918.80	43,300.00	59,000.00	36.3%
001222 525208	COMPUT S/W	399.00	399.00	.00	.00	.00	.00	.0%
001222 525210	OPERAT SUP	6,598.97	5,542.51	7,830.07	6,909.72	6,900.00	7,800.00	13.0%
001222 525400	PUB,MEM,TR	25,923.13	36,025.04	15,686.70	26,353.33	46,500.00	50,100.00	7.7%
001222 990419	FLEETALLOC	.00	.00	87,495.26	91,688.95	94,000.00	105,000.00	11.7%
TOTAL GENERAL FUND - FIRE OP		6,950,059.28	7,009,541.56	7,363,952.39	6,899,968.91	7,818,200.00	8,555,700.00	9.4%

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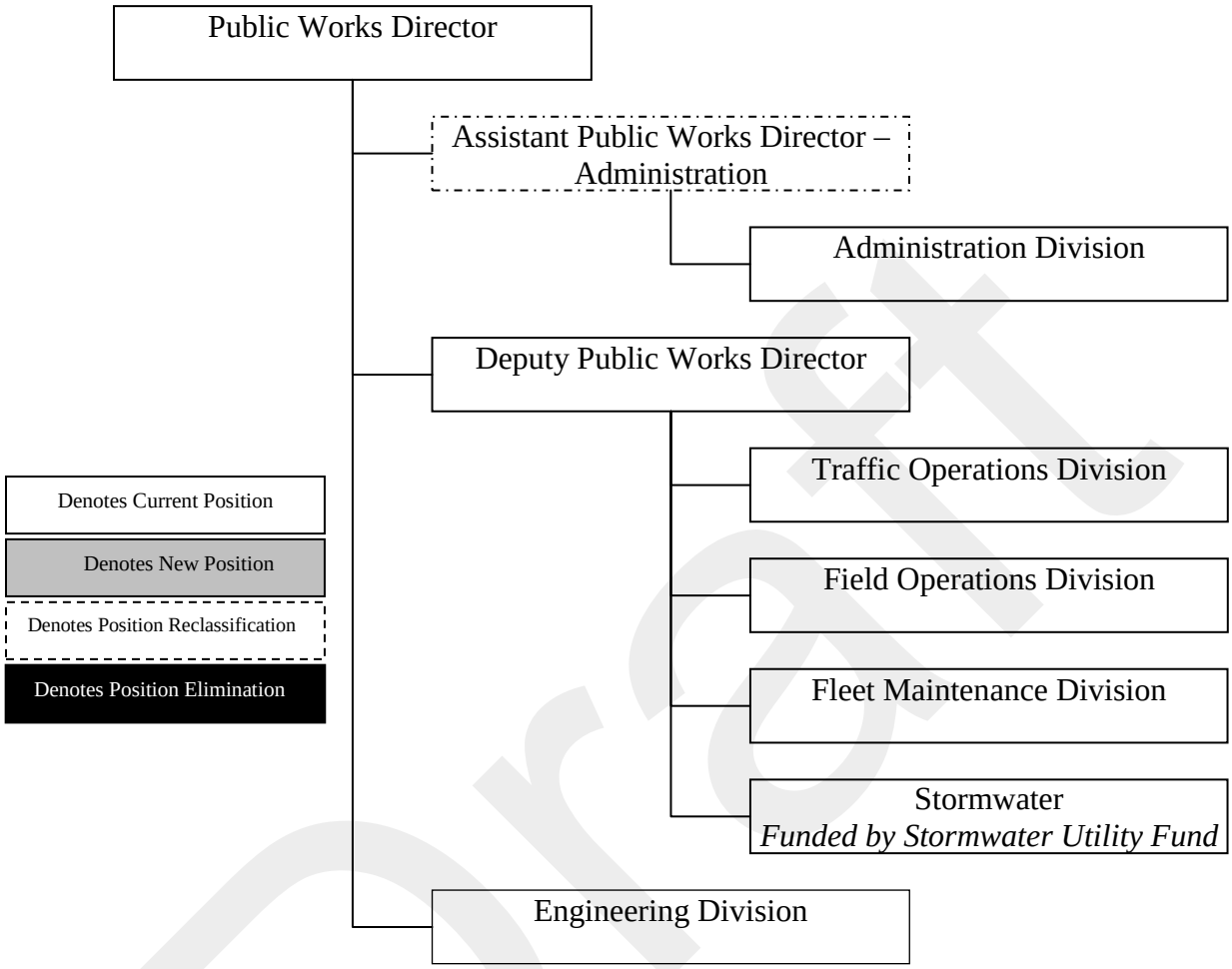
PUBLIC WORKS DEPARTMENT OVERVIEW



Functional Duties: The Public Works Department is responsible for the design, construction, and maintenance of the City's road and stormwater drainage systems. The Department handles fleet and equipment maintenance, sidewalk construction, vegetation control, road paving, and maintenance. Public Works also assumes the responsibility of Project Manager via the Public Works Director and the Engineering Division on all Department Capital Improvement Projects. The Department's work program is supported by the County of Volusia which provides mosquito control. The City's Consulting Engineer provides services in the preparation of specifications and the design of projects supported by the Department. The Department provides a comprehensive vehicle maintenance program for City vehicles and equipment thru the Fleet Maintenance Division. In addition to the funding provided through the General Fund, Public Works operations are funded by the Stormwater Utility Fund, Enterprise Fund, Transportation Fund and CDBG Fund (see Special Revenue Funds section of this budget document).

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PUBLIC WORKS DEPARTMENT

Mission Statement: *"The Public Works Department mission is to support and enhance a high quality of life for the City's residents, businesses and visitors by providing well planned, environmentally sensitive, cost effective infrastructure and services to promote public health, personal safety, transportation, economic growth and civic vitally."*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Install and enhance the overall appearance of the City's gateways and thoroughfares through landscape beautification efforts.
- Continue the initiative to expand the City's sidewalks system to promote further well-being and safety of the City's school age children.
- Empower employees to provide information and services that exceed our customers' expectations.
- Enhance City beautification project by landscaping City medians, right-of-ways and other City properties.

Key Objectives:

- Proactively perform maintenance service in all sectors within the City limits making the City street system safe and convenient to use.
- To provide and maintain a functional network of sidewalks throughout the City.
- Maintain a safe, reliable an economical City fleet through preventative maintenance and enhanced education and training programs for our mechanics.
- Enhance City's traffic control and street signs in the interest of safety and appearance.
- Respond to all inquiries for Streetlighting Districts.
- Respond to all inquiries for traffic calming.
- Review, make recommendations and assist in the bid process and job completion for capital projects and contracted service in accordance with approved laws and specifications.
- Actively participate in DRC reviews and approvals for construction projects City-wide as well as act as a liaison for contractors, engineers, owners and developers during the construction process.
- Provide in-house road striping and crosswalks within the City.
- Process all invoices, contracts, bid requests, agenda memos, and supply orders, for Public Works in a timely manner.
- Provide high level of customer service and response to inquiries on a timely basis.

Key Performance Measures:	**Actual FY 2013/14**	**Estimated FY 2014/15**	**Budget FY 2015/16**
Street name signs fabricated/installed/replaced	1,426	1,587	1,500
Completed vehicle service requests	1,593	1,700	1,600
Streets resurfaced (miles)	4	4	4
New sidewalks installed (miles)	1.3	5.0	5.0

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Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 790,137	$ 840,936	$ 902,500	$ 947,800
Overtime	13,535	13,020	23,700	26,300
Other Pay	6,018	6,454	7,400	7,400
Benefits and Taxes	345,885	375,439	426,900	503,400
Total Personal Service Costs	1,155,575	1,235,849	1,360,500	1,484,900
Operating Expenditures	547,709	518,142	592,500	579,000
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	346,000	346,000	346,000	346,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	455,681	152,786	500,000	500,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	$ 2,504,965	$ 2,252,777	$ 2,799,000	$ 2,909,900
Staffing:				
Full-Time	28	28	29	29
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ 800	$ -	$ 10,800	$ 1,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	44,543	54,347	48,600	63,300
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	753	1,488	2,200	1,500
5241 - Communications and Freight Services	2,187	1,895	4,100	4,200
5243 - Utility Services	231,851	230,426	238,000	217,900
5244 - Rentals and Leases	2,691	2,425	3,500	3,500
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	208,613	328,407	303,600	363,800
5247 - Printing and Binding	-	76	200	200
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	8,041	11,628	8,000	12,000
5251 - Office Supplies	1,857	2,005	2,100	5,100
5252 - Operating Supplies	122,868	127,793	163,400	135,400
5253 - Road Materials & Supplies	44,169	55,994	59,000	66,500
5254 - Publications, Memberships & Training	2,618	4,008	9,500	5,500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	56,766	49,796	77,800	87,100
9904 - Fleet Maintenance - Allocated Costs	(180,048)	(352,146)	(338,300)	(388,000)
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 547,709	$ 518,142	$ 592,500	$ 579,000

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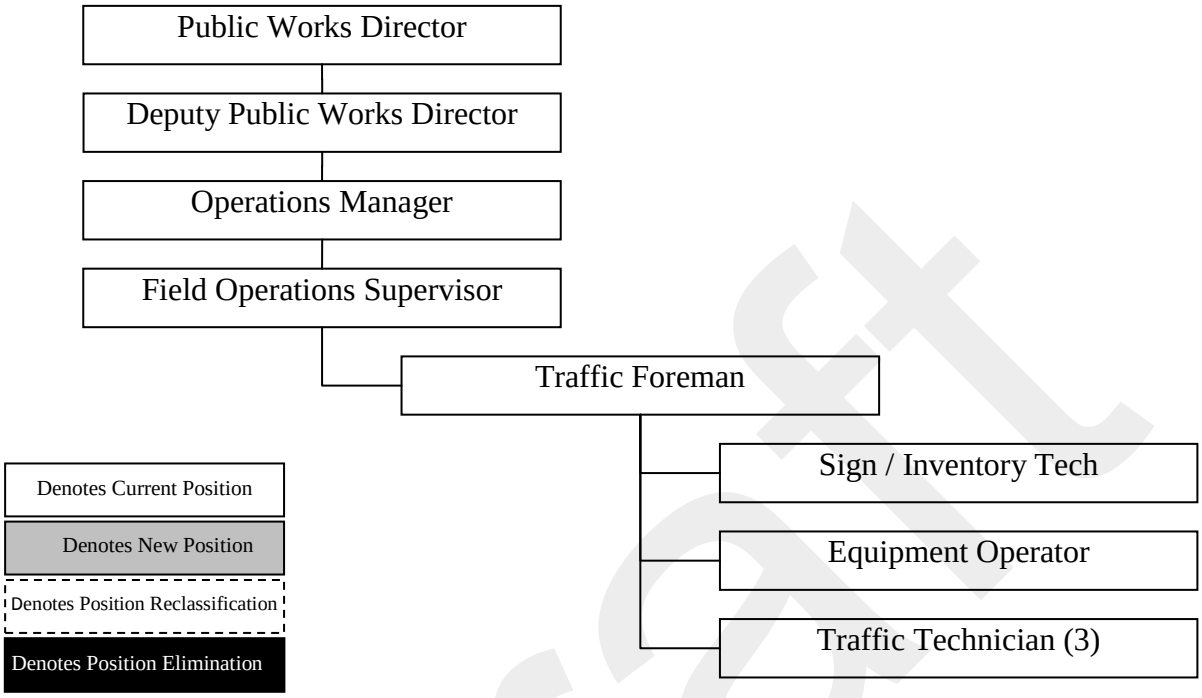
PUBLIC WORKS DEPARTMENT

TRAFFIC OPERATIONS DIVISION



TRAFFIC OPERATIONS DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Traffic Forman	1	1	1	1	-	1	10
Sign/Inventory Technician	1	1	1	1	-	1	7
Equipment Operator	1	1	1	1	-	1	6
Traffic Technician	-	-	3	3	-	3	5
Public Works Technician	3	3	-	-	-	-	4
TOTAL	**6**	**6**	**6**	**6**	**-**	**6**	

Functional Duties: The Traffic Operations Division provides the City with road resurfacing and repairs, responsible for the fabrication, installation and maintenance of all signs on City roads. In addition, the Traffic Division monitors contracts and agreements for striping and signalization.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001414 GENERAL FUND - PW TRAFFIC OPS								
001414 511200	SAL & WAGE	120,255.38	125,991.72	166,167.12	155,709.36	179,100.00	182,500.00	1.9%
001414 511400	OVERTIME	2,187.94	2,648.66	2,851.70	4,166.80	1,800.00	3,400.00	88.9%
001414 511500	SPECIALPAY	532.00	496.00	252.00	590.00	.00	.00	.0%
001414 512100	FICA TAX	8,748.52	9,376.66	12,261.30	11,537.21	12,700.00	13,100.00	3.1%
001414 512200	RETIRECONT	7,232.36	7,812.36	11,925.00	11,796.10	13,300.00	13,500.00	1.5%
001414 512300	H/D/L INS	40,508.09	41,346.23	51,263.44	53,067.13	59,400.00	70,400.00	18.5%
001414 512400	WORKERCOMP	7,106.91	8,066.93	8,461.81	7,166.70	8,600.00	9,500.00	10.5%
001414 523101	PROFSVC-OT	.00	800.00	.00	9,000.00	9,800.00	.00	-100.0%
001414 523420	SIGN F&M	47,495.87	38,439.33	44,000.70	37,618.62	38,200.00	43,000.00	12.6%
001414 524001	TRAV&PERDM	11.00	11.00	22.00	.00	100.00	100.00	.0%
001414 524301	UTILITYSVC	3,765.86	3,855.80	3,959.86	3,398.69	5,000.00	5,000.00	.0%
001414 524302	STREETLIGH	172,305.46	164,544.18	171,612.29	130,885.54	170,000.00	175,000.00	2.9%
001414 524402	R&L E/Q	.00	.00	274.79	.00	500.00	500.00	.0%
001414 524602	R&M E/Q	.00	.00	.00	795.00	2,000.00	4,000.00	100.0%
001414 524610	R&M OTHER	4,906.25	.00	4,905.00	4,000.00	4,000.00	4,000.00	.0%
001414 525201	FUEL&OIL	20,107.83	16,557.07	21,793.02	17,619.62	22,000.00	22,000.00	.0%
001414 525202	TOOL & E/Q	8,896.38	3,055.29	8,119.93	27,823.91	28,900.00	6,500.00	-77.5%
001414 525206	UNIFORMS	1,767.71	1,608.70	1,981.10	2,225.66	2,600.00	2,800.00	7.7%
001414 525210	OPERAT SUP	.00	2,708.02	1,696.65	1,602.12	3,000.00	3,000.00	.0%
001414 525301	ROAD MATER	38,151.71	18,217.49	30,955.98	23,700.00	22,500.00	26,500.00	17.8%
001414 525400	PUB,MEM,TR	629.50	60.00	479.00	2,353.00	3,200.00	1,000.00	-68.8%
001414 631001	SIDEWALKS	56,690.89	455,681.07	152,786.00	500,000.00	590,000.00	500,000.00	-15.3%
001414 910501	CAPITL-RPL	26,000.00	26,000.00	26,000.00	21,666.70	26,000.00	26,000.00	.0%
001414 990419	FLEETALLOC	.00	.00	11,680.42	10,236.58	9,600.00	13,000.00	35.4%
TOTAL GENERAL FUND - PW TRAF		567,299.66	927,276.51	733,449.11	1,036,958.74	1,212,300.00	1,124,800.00	-7.2%

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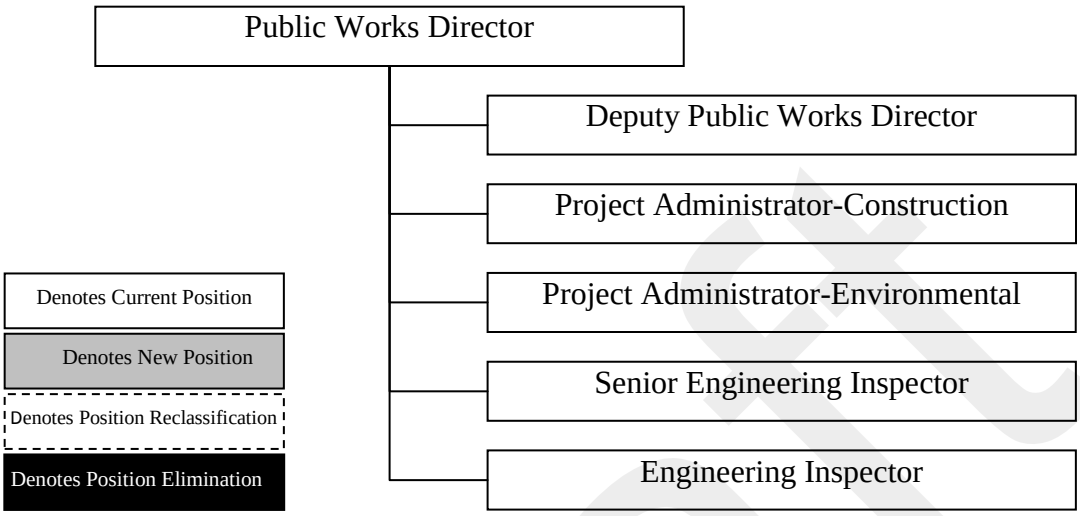
PUBLIC WORKS DEPARTMENT

ENGINEERING DIVISION



ENGINEERING DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Deputy Public Works Director	1	1	1	1	-	1	23
Project Admin.-Construction	1	1	1	1	-	1	13
Project Admin.-Environmental	1	1	1	1	-	1	13
Senior Engineering Inspector	-	1	1	1	-	1	8
Engineering Inspector	2	1	1	1	-	1	7
TOTAL	**5**	**5**	**5**	**5**	**-**	**5**	

Functional Duties: The Engineering Division performs complex professional, analytical work providing office and field engineering support in plan review, project construction and field engineering support for environmental, water, wastewater, stormwater, roads and drainage and other projects ensuring technical competence and compliance with all current codes and criteria. Plans, directs and coordinates the design and inspection of construction projects.

PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001415 GENERAL FUND - PW ENGIN								
001415 511200	SAL & WAGE	71,898.85	74,625.48	71,002.08	66,105.75	73,500.00	99,900.00	35.9%
001415 511400	OVERTIME	.00	176.40	1,001.04	341.99	400.00	700.00	75.0%
001415 512100	FICA TAX	5,041.52	5,316.94	5,435.54	4,861.05	5,200.00	7,100.00	36.5%
001415 512200	RETIRECONT	3,581.55	4,829.79	4,993.28	4,884.05	5,400.00	7,200.00	33.3%
001415 512300	H/D/L INS	12,520.12	12,425.65	11,872.48	13,184.64	11,900.00	23,800.00	100.0%
001415 512400	WORKERCOMP	2,676.65	2,933.48	1,880.40	1,583.30	1,900.00	2,900.00	52.6%
001415 524001	TRAV&PERDM	.00	240.91	.00	290.00	500.00	1,000.00	100.0%
001415 524101	COMMUNICAT	922.72	541.44	396.90	645.94	2,200.00	2,200.00	.0%
001415 525101	OFFICE SUP	.00	26.27	301.50	.00	.00	.00	.0%
001415 525201	FUEL&OIL	10,562.31	9,213.61	8,943.74	4,856.61	10,000.00	8,000.00	-20.0%
001415 525202	TOOL & E/Q	37.47	223.14	379.42	368.00	700.00	700.00	.0%
001415 525206	UNIFORMS	395.99	752.77	803.78	1,099.47	1,600.00	1,700.00	6.3%
001415 525208	COMPUT S/W	.00	.00	810.00	.00	.00	.00	.0%
001415 525210	OPERAT SUP	.00	.00	219.32	.00	.00	100.00	.0%
001415 525400	PUB,MEM,TR	956.50	799.00	1,162.00	1,371.75	2,100.00	2,500.00	19.0%
001415 990419	FLEETALLOC	.00	.00	1,449.09	1,609.37	700.00	1,000.00	42.9%
TOTAL GENERAL FUND - PW ENGI		108,593.68	112,104.88	110,650.57	101,201.92	116,100.00	158,800.00	36.8%

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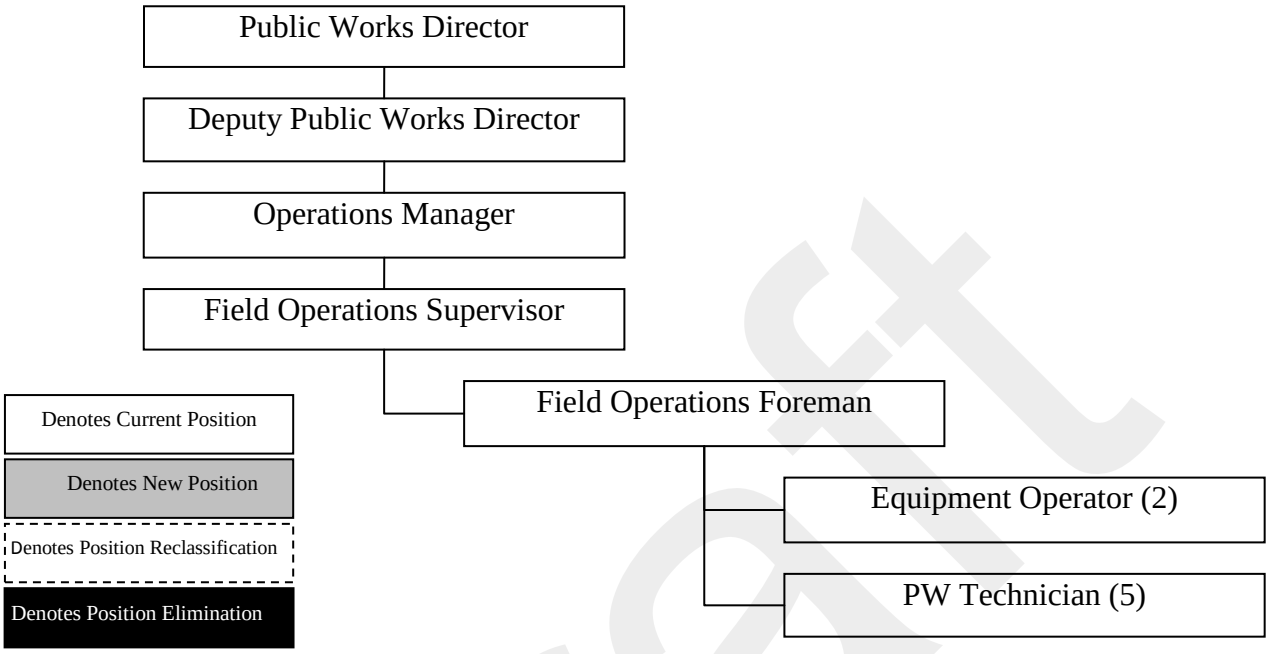
PUBLIC WORKS DEPARTMENT
FIELD OPERATIONS DIVISION



FIELD OPERATIONS DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Operations Manager	1	1	1	1	-	1	19
Field Operations Supervisor	1	1	1	1	-	1	13
Field Operations Foreman	1	1	1	1	-	1	9
Equipment Operator	2	2	2	2	-	2	6
Public Works Technician	5	5	5	5	-	5	4
	10	**10**	**10**	**10**	**-**	**10**	

Functional Duties: The Field Operations Division is responsible for the maintenance of the City's roads and right of ways. The Division also handles the maintenance and installation of sidewalks. In addition, Field Operations is responsible for mowing of medians and tree trimming.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001416 GENERAL FUND - PW FIELD OPS								
001416 511200	SAL & WAGE	324,457.40	312,922.35	314,912.78	270,735.90	306,600.00	339,100.00	10.6%
001416 511400	OVERTIME	6,532.34	7,054.32	4,552.57	4,504.24	9,300.00	9,800.00	5.4%
001416 511500	SPECIALPAY	2,308.00	2,338.00	2,808.00	920.00	3,700.00	3,700.00	.0%
001416 512100	FICA TAX	24,145.83	23,553.14	24,002.08	20,609.95	23,600.00	24,800.00	5.1%
001416 512200	RETIRECONT	21,147.93	22,517.25	25,451.58	22,770.95	27,200.00	29,300.00	7.7%
001416 512300	H/D/L INS	84,753.70	80,100.84	85,710.75	78,713.94	95,200.00	117,900.00	23.8%
001416 512400	WORKERCOMP	15,690.53	17,784.04	14,197.03	12,000.00	14,400.00	15,900.00	10.4%
001416 523101	PROFSVC-OT	225.00	.00	.00	.00	1,000.00	1,000.00	.0%
001416 523401	OTHR CONTR	.00	.00	.00	700.91	.00	.00	.0%
001416 523405	MOW&LITTER	3,315.50	1,987.00	3,902.00	2,400.00	2,400.00	2,400.00	.0%
001416 523406	CONT-VOLCO	32.94	.00	.00	.00	.00	.00	.0%
001416 523415	TREE REMOV	2,200.00	1,590.00	2,730.00	3,000.00	3,000.00	3,000.00	.0%
001416 524001	TRAV&PERDM	34.00	.00	.00	.00	.00	.00	.0%
001416 524101	COMMUNICAT	1,002.41	987.89	965.78	738.22	1,000.00	1,000.00	.0%
001416 524301	UTILITYSVC	51,342.39	50,652.91	41,068.75	20,388.20	31,000.00	22,500.00	-27.4%
001416 524402	R&L E/Q	330.70	811.20	.00	.00	1,000.00	1,000.00	.0%
001416 524602	R&M E/Q	.00	989.83	709.38	1,279.80	4,000.00	4,000.00	.0%
001416 524607	R&M INFRAS	.00	.00	.00	.00	.00	25,000.00	.0%
001416 524906	DUMP FEES	10,314.51	8,040.50	11,628.00	14,000.00	12,000.00	12,000.00	.0%
001416 525201	FUEL&OIL	48,020.66	48,574.30	50,213.26	24,354.27	42,000.00	50,000.00	19.0%
001416 525202	TOOL & E/Q	12,018.20	7,003.68	2,355.06	4,415.95	6,000.00	6,000.00	.0%
001416 525206	UNIFORMS	3,842.75	3,855.78	3,415.15	3,530.64	4,200.00	4,200.00	.0%
001416 525210	OPERAT SUP	.00	4,224.89	4,384.18	1,610.00	2,000.00	2,000.00	.0%
001416 525213	LANDSCAPIN	12,065.99	10,338.23	11,371.62	10,358.49	386,000.00	11,000.00	-97.2%
001416 525301	ROAD MATER	21,921.89	25,951.96	25,038.05	32,132.76	36,500.00	40,000.00	9.6%
001416 525400	PUB,MEM,TR	315.00	1,234.00	1,029.00	538.00	1,800.00	800.00	-55.6%
001416 910501	CAPITL-RPL	273,000.00	273,000.00	273,000.00	227,500.00	273,000.00	273,000.00	.0%
001416 990419	FLEETALLOC	.00	.00	49,806.90	30,937.40	46,000.00	48,000.00	4.3%
TOTAL GENERAL FUND - PW FIEL		919,017.67	905,512.11	953,251.92	788,139.62	1,332,900.00	1,047,400.00	-21.4%

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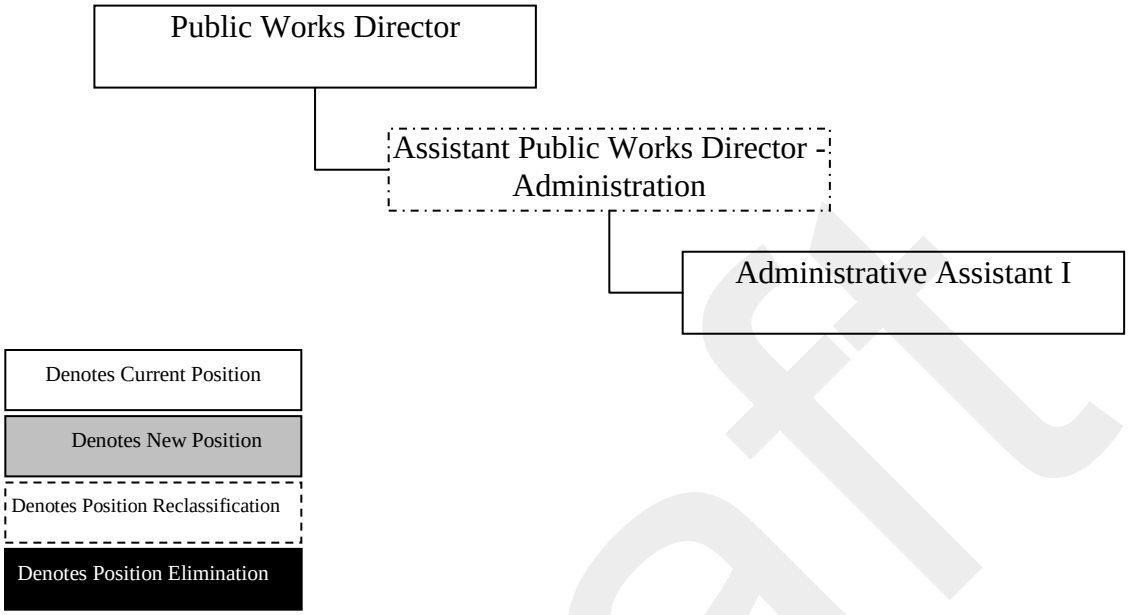
PUBLIC WORKS DEPARTMENT

ADMINISTRATION DIVISION



ADMINISTRATION DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Public Works Director	1	1	1	1	-	1	EBB
Administrative Assistant I	1	1	1	1	-	1	6
TOTAL	**2**	**2**	**2**	**2**	**-**	**2**	

Functional Duties: The Administration Division of the Public Works Department is responsible for the managing the administrative duties of the department. This includes financial and budget management, procurement of goods and services, contracts and agreements, project management, engineering services, payroll and personnel services, information technology requests, and to provide the highest level of customer service to internal and external customers. Additionally the administrative division oversees the N.P.D.E.S. Ms-4 permit through the Stormwater Division.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001417 GENERAL FUND - PW ADMIN								
001417 511200	SAL & WAGE	84,791.28	93,955.88	94,750.14	62,286.50	95,700.00	87,300.00	-8.8%
001417 511400	OVERTIME	511.78	363.37	437.63	.00	700.00	500.00	-28.6%
001417 512100	FICA TAX	6,350.42	7,069.02	6,933.85	4,471.73	6,800.00	6,200.00	-8.8%
001417 512200	RETIRECONT	4,897.33	7,456.85	10,022.00	7,344.44	14,700.00	9,500.00	-35.4%
001417 512300	H/D/L INS	12,924.00	11,957.76	13,027.91	8,040.78	15,300.00	17,900.00	17.0%
001417 512400	WORKERCOMP	2,122.87	2,475.09	2,162.46	1,833.30	2,200.00	2,400.00	9.1%
001417 523401	OTHR CONTR	.00	1,600.00	1,600.00	14,541.73	2,500.00	2,500.00	.0%
001417 523404	SW/NW MTNC	.00	.00	.00	.00	.00	4,000.00	.0%
001417 524101	COMMUNICAT	300.00	250.00	120.00	186.23	500.00	500.00	.0%
001417 524301	UTILITYSVC	13,179.43	12,798.36	13,785.02	12,311.34	13,000.00	15,400.00	18.5%
001417 524602	R&M E/Q	239.04	259.24	1,663.83	600.00	600.00	4,600.00	666.7%
001417 524603	R&M BLDG	4,332.72	5,241.92	2,623.88	5,214.98	6,000.00	9,700.00	61.7%
001417 524701	PRINT GEN	73.00	.00	75.90	41.80	200.00	200.00	.0%
001417 525101	OFFICE SUP	1,843.55	1,831.48	1,329.57	1,041.38	2,000.00	2,000.00	.0%
001417 525102	FURN & E/Q	473.71	.00	373.64	104.90	100.00	3,100.00	3000.0%
001417 525201	FUEL&OIL	1,340.75	854.47	61.55	1,000.00	1,000.00	500.00	-50.0%
001417 525202	TOOL & E/Q	.00	.00	.00	.00	500.00	500.00	.0%
001417 525203	JANISUPPLY	1,630.72	1,832.95	1,196.84	2,000.00	2,000.00	2,000.00	.0%
001417 525206	UNIFORMS	.00	.00	.00	158.88	200.00	200.00	.0%
001417 525210	OPERAT SUP	.00	.00	120.79	65.00	200.00	200.00	.0%
001417 525400	PUB,MEM,TR	.00	.00	75.00	194.00	200.00	400.00	100.0%
001417 990131	IT - Costs	60,464.87	56,766.48	49,796.22	64,833.30	77,800.00	87,100.00	12.0%
TOTAL GENERAL FUND - PW ADMI		195,475.47	204,712.87	200,156.23	186,270.29	242,200.00	256,700.00	6.0%

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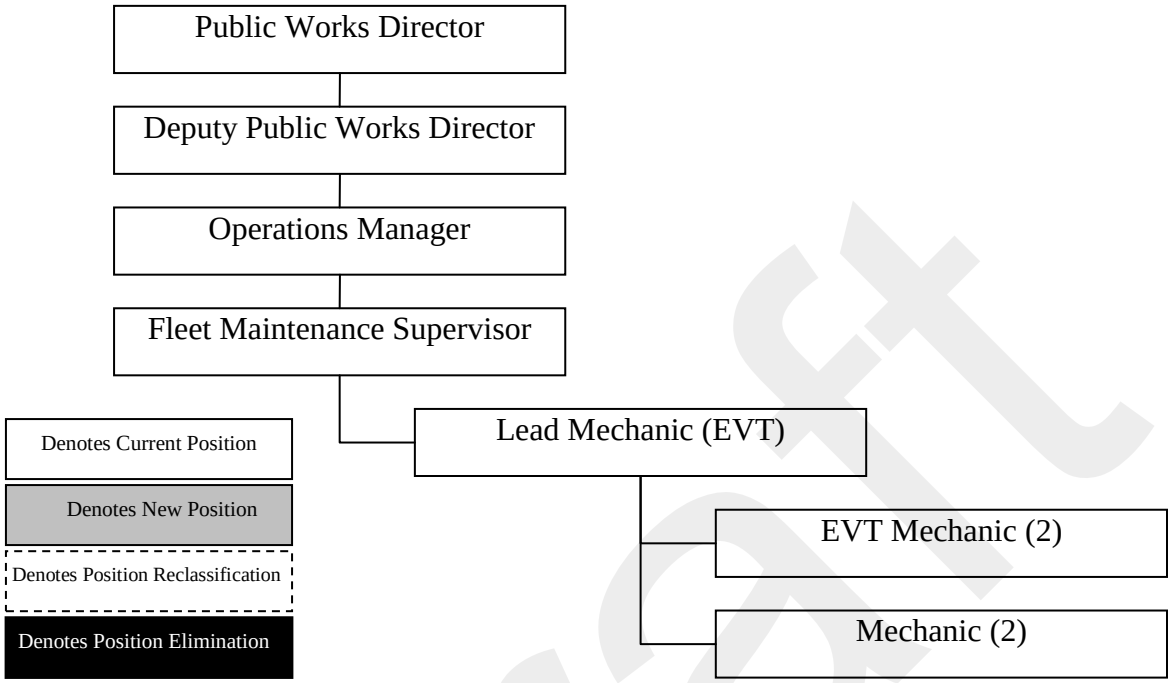
PUBLIC WORKS DEPARTMENT

FLEET MAINTENANCE DIVISION



FLEET MAINTENANCE DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Fleet Maintenance Supervisor	1	1	1	1	-	1	13
Lead Mechanic	1	1	1	1	-	1	11
EVT Mechanic	1	2	2	2	-	2	10
Mechanic	2	1	2	2	-	2	9
TOTAL	**5**	**5**	**6**	**6**	**-**	**6**	

Functional Duties: The Fleet Maintenance Division provides routine maintenance and emergency repairs to all City vehicles and equipment. The Maintenance Division assists with the purchase and acquisition of new vehicles as well as the disposal of equipment and vehicles no longer cost effective.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001419 GENERAL FUND - PW FLEET MNTCE								
001419 511200	SAL & WAGE	147,690.96	182,642.19	194,104.10	196,166.38	217,600.00	239,000.00	9.8%
001419 511400	OVERTIME	2,888.62	3,292.76	4,176.46	3,413.83	11,500.00	11,900.00	3.5%
001419 511500	SPECIALPAY	3,640.00	3,184.00	3,394.00	3,220.00	3,700.00	3,700.00	.0%
001419 512100	FICA TAX	10,822.84	13,644.57	14,334.99	14,383.08	17,400.00	17,900.00	2.9%
001419 512200	RETIRECONT	9,780.49	15,325.60	15,588.88	15,850.85	19,100.00	19,500.00	2.1%
001419 512300	H/D/L INS	37,867.96	43,826.15	48,862.27	53,344.24	64,000.00	85,100.00	33.0%
001419 512400	WORKERCOMP	5,722.45	8,066.93	7,051.51	7,166.70	8,600.00	9,500.00	10.5%
001419 523401	OTHR CONTR	829.63	926.52	2,114.08	2,500.00	2,500.00	2,500.00	.0%
001419 523404	SW/NW MTNC	.00	.00	.00	.00	.00	5,900.00	.0%
001419 524001	TRAV&PERDM	641.00	501.00	1,465.60	325.00	1,600.00	400.00	-75.0%
001419 524101	COMMUNICAT	408.00	408.00	411.70	341.42	400.00	500.00	25.0%
001419 524402	R&L E/Q	1,830.45	1,879.98	2,150.23	1,724.18	2,000.00	2,000.00	.0%
001419 524601	R&M VEHICL	96,756.96	94,227.06	201,692.54	188,236.34	180,000.00	187,000.00	3.9%
001419 524602	R&M E/Q	119,342.92	107,894.79	116,812.37	121,523.19	107,000.00	125,500.00	17.3%
001419 525201	FUEL&OIL	2,386.35	4,641.85	4,104.13	3,097.45	4,000.00	4,000.00	.0%
001419 525202	TOOL & E/Q	3,018.04	5,113.73	3,514.82	5,768.29	8,000.00	6,500.00	-18.8%
001419 525206	UNIFORMS	1,999.97	2,309.75	2,308.60	3,343.76	3,500.00	3,500.00	.0%
001419 525400	PUB,MEM,TR	625.00	525.00	1,263.00	660.00	2,200.00	800.00	-63.6%
001419 910501	CAPITL-RPL	47,000.00	47,000.00	47,000.00	39,166.70	47,000.00	47,000.00	.0%
001419 990419	FLEETALLOC	-166,801.90	-180,048.21	-415,082.01	-357,938.13	-394,600.00	-450,000.00	14.0%
TOTAL GENERAL FUND - PW FLEE		326,449.74	355,361.67	255,267.27	302,293.28	305,500.00	322,200.00	5.5%

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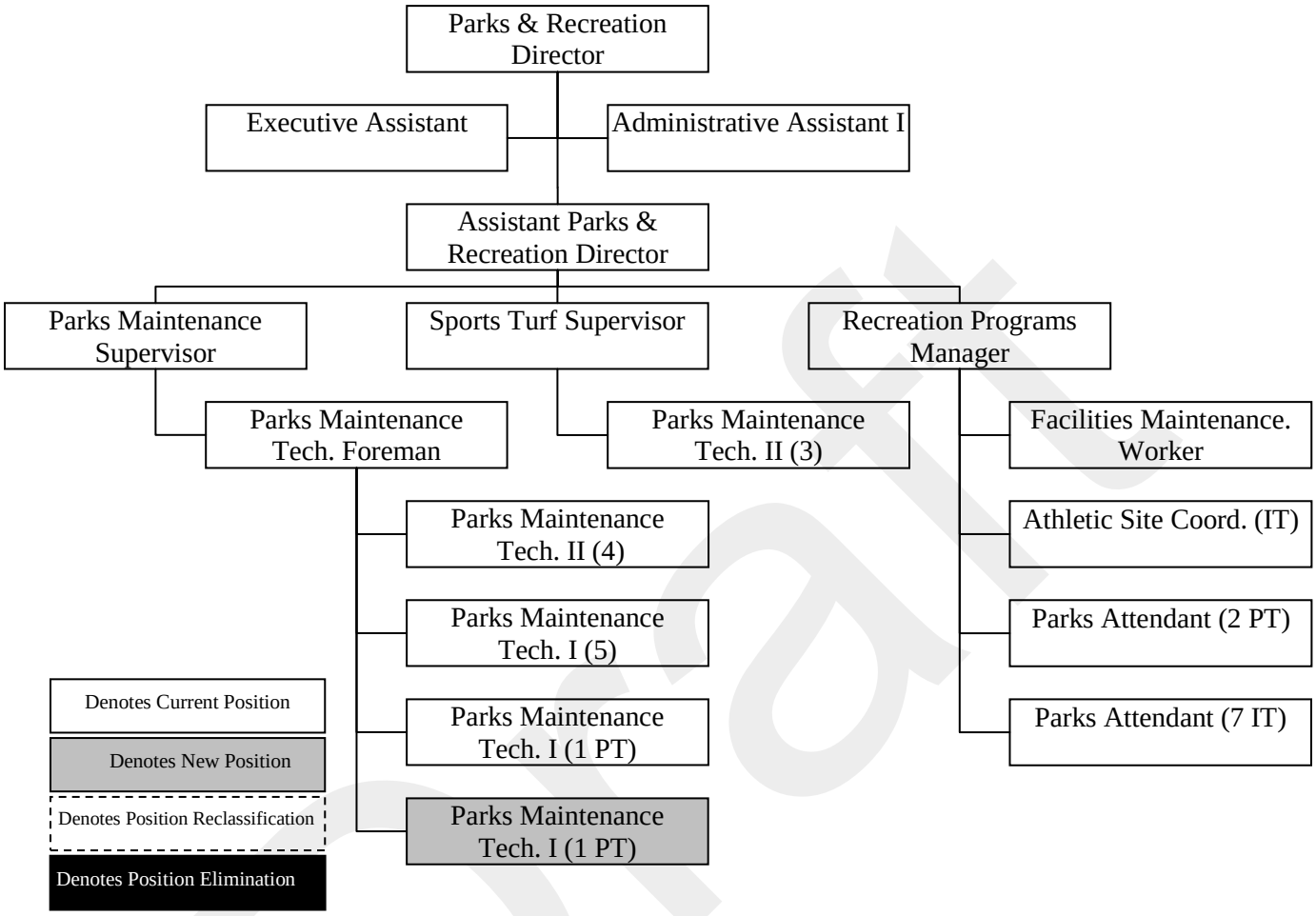
PARKS AND RECREATION DEPARTMENT



Functional Duties: The City of Deltona's Parks & Recreation Department's mission is to "create community and enhance the quality of life in Deltona through people, places, programs, and partnerships". We desire to optimize the use of our municipal facilities for public purposes, and to increase the opportunities for adult and youth recreational programs in the City. Our department oversees 303 acres which includes 20 developed parks, and several facilities. Our staff members are responsible for: coordination of City sponsored athletic leagues, recreation programs, special events, building and ball field maintenance, turf and landscape maintenance, custodial upkeep, and establishing partnerships with over 22 local associations. All lands and improvements thereon dedicated and provided, along with related City services, are for the purpose of advancing these public recreational opportunities. All parks, facilities and recreation programs are utilized in a fiscally responsible manner.

PARKS AND RECREATION DEPARTMENT

Mission Statement: *"To provide a variety of active and passive recreation opportunities for persons of all ages and abilities; to provide quality and visually appealing maintenance of parks, buildings and athletic facilities; to work in unison with private, public, youth and adult sports organizations, community groups and others to ensure service provision; and to identify trends and opportunities, as well as concerns and issues, and initiate actions to address each".*

PARKS AND RECREATION DEPARTMENT							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Parks & Recreation Director	1	1	1	1	-	1	EBB
Assist. Parks & Rec. Director	1	1	1	1	-	1	19
Recreation Programs Manager	-	-	1	1	-	1	17
Sports Turf Supervisor	1	1	1	1	-	1	13
Parks Maintenance Supervisor	1	1	1	1	-	1	13
Recreation Programs Supervisor	1	1	-	-	-	-	12
Executive Assistant to the Director	-	-	1	1	-	1	12
Parks Maint. Tech Foreman	-	-	1	1	-	1	9
Administrative Assistant II	1	1	-	-	-	-	8
Administrative Assistant I	1	1	1	1	-	1	6
Turf Maintenance Tech II	3	-	-	-	-	-	4
Parks Maint. Tech II	4	7	7	7	-	7	4
Parks Maint. Tech I	4	5	5	5	-	5	2
Parks Maint. Tech I (PT)	1	1	1	1	1	2	2
Athletic Site Coordinator (IT)	1	1	1	1	-	1	2
Facilities Maintenance Worker	1	1	1	1	-	1	2
Facilities Maintenance Worker (PT)	1	1	-	-	-	-	2
Parks Attendant I (PT)	-	2	2	2	-	2	1
Parks Attendant I (IT)	9	7	7	7	-	7	1
TOTAL	**31**	**32**	**32**	**32**	**1**	**33**	

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PARKS AND RECREATION DEPARTMENT
GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Complete Lakeshore Loop Trail which will link several public resources.
- Expand park capacity for youth sports participants at Dwight Hawkins and Manny Rodriguez by adding sports field lighting.
- Enhancements to Dewey Boster to include the addition of 120 parking spaces, fencing of the soccer fields, and the addition of a Parks Maintenance Technician position to work during the evening hours.
- Increase capacity at DuPont Lakes and Vann Park by upgrading the Softball/Baseball Fields.
- Complete beautification plantings around City gateway signage at Howland Blvd. and Saxon Blvd.
- Improve responsiveness to customer complaints within a 24 hour period through increased customer service training.
- Enhance beautification of all Parks and Recreation facilities to align them with the City's uniform landscaping template.
- Develop Parks and Recreation projects that make Deltona facilities more appealing and attractive to visitors and residents.

Key Objectives:

- Build internal partnerships with essential service providers to meet community needs.
  - Continue to manage facility use agreements (new/renewed/revised).
  - Ensure all maintenance/service contracts meet performance standards.
- Aggressively market department and program services.
  - Continue to improve programming name recognition utilizing the City email and website pages.
    - Update advisory and sub-committee members monthly at publicly scheduled meetings.
    - Update, on City web page, meeting minutes within seven (7) days after a public meeting.
- Continue to seek leaders and leadership development opportunities (i.e. fiscal management, strategic modeling, and metric analysis) from the business community and other areas outside traditional parks and recreation.
  - Utilize available grant funding opportunities to enhance facilities and program services.

Key Performance Measures:	**Actual FY 2013/14**	**Estimated FY 2014/15**	**Budget FY 2015/16**
• Agreements and contracts currently underway.	40	35	32
• Increase eye-appeal and cleanliness of department maintained facilities.	8	10	13
• Identify financial and programmatic partners to offset expenses department-wide.	3	3	3
• Advisory and sub-committees monthly meetings.	29	25	25
• Grant Applications	4	3	2

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PARKS AND RECREATION DEPARTMENT

DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS

The City of Deltona Parks & Recreation Department desires to optimize the use of its municipal facilities for public purposes and to increase the opportunities for adult and youth recreational programs in the City. As part of the continued effort in achieving this goal, the City of Deltona has continued to make recreation programs an important component for citizens. In FY 14/15, the City was able to renovate several facilities which were in need of enhancement to better serve the citizens of Deltona of all ages.

Recreation enhancements during FY 14/15 year included:

- Continue to provide "Concerts at the Amphitheater" – Relocation of this popular community program to the Deltona Amphitheater while continuing to offer a series of concerts offering a vast array of entertainers, increasing from seven to eight concerts per year.
- Hosted Santa's North Pole in the Deltona Library Auditorium with over 850 children and families viewing a Winter Wonderland of decorations provided by staff.
- Hosted the City's "Easter Eggstravaganza" event with over 4,500 children in attendance.
- Assisted with production of the City's Halloween "Spooktacular" community event which continues to grow each year with over 15,000 in attendance.
- The Wags & Whiskers Pet Festival has increased in popularity with over 215 dogs and 12 cats participating at the Keysville Dog Park.
- Partnered with several not-for-profit organizations providing logistical support in hosting community events at Dewey Boster thereby, offering a cultural environment in the Deltona community.
- Hosted the Community Expo annual event for the fourth year; the City's Art Festival continues to outpace City Hall events.
- Hosted several major soccer tournaments and continued the City's relationship with the Seminole Soccer Association with a record number of soccer teams participating at Dewey Boster Soccer Complex during the month of May and Memorial Day weekend. Staff continues to promote sports tourism and economic development. The City hosted and partnered with the Champions Cup and the Greater Central Florida (GCF) Region Cup.

During FY 14/15 the City was able to continue to provide our very successful Adult/Youth Athletic Leagues. Additionally, we partnered with several youth not-for-profit sports organizations to provide opportunities for citizenry to participate in T-ball, little league baseball, softball, soccer, basketball, and tackle football/cheerleading.

Receiving community feedback is very essential to the success of the Parks & Recreation Department and the City of Deltona. The Community Feedback Questionnaire provides residents with an opportunity to express their opinions and make suggestions in a formal manner either online or by paper. Additionally, we continue to receive community feedback from our residents at our monthly Parks & Recreation Advisory Committee meeting on the 2nd Monday of every month in City Hall at 7:00 pm. Minutes of the meetings can be located on the Parks and Recreation Department page of the City's website. Finally, residents are also able to email us as we have several community feedback questions identified on the City's website.

PARKS AND RECREATION DEPARTMENT

DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

Completed Park Projects for FY 14/15

Wes Crile Park: Added exterior LED parking lot lighting, upgraded several video cameras, laser graded the softball field, added sports field lighting and replaced the center roof stripping.

Lake Butler Skate Park: Purchased a new commercial refrigerator; installed LED lighting inside the skate park surface/ramp area.

Vann Park: Replaced roofing on the shuffleboard building.

Dewey Boster: Upgraded video cameras; renovated and removed the lip and laser graded the Double A little league field and the major league field.

Lake Gleason Park: Installed a new playground and added new swings.

Veteran's Museum Memorial Park: Installed video cameras.

Campbell Park: Demolished shuffleboard courts, added a three bay swing set, constructed a new picnic pavilion, upgraded landscaping and renovated a basketball court.

Park Projects Scheduled for FY 15/16

Wes Crile Park: Add a new storage shed.

Park Facilities: Continue upgrading/renovation facilities to LED lighting.

Vann Park: Complete renovation of the T-ball, major and softball fields.

Dewey Boster: Add park perimeter fencing, install a public address system, clear and grub a wooded section to add additional parking and construct a new practice field.

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PROJECTION: 20161 FY 15/16 BUDGET PROJECTION FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		FY 11/12 PRIOR FY3 ACTUALS	FY 12/13 PRIOR FY2 ACTUALS	FY 13/14 LAST FY1 ACTUALS	FY 14/15 CY ACTUALS	FY 14/15 CY REV BUDGET	FY 15/16 PROJECTION LEVEL 5	PCT CHANGE
001720 GENERAL FUND - PARKS & REC								
001720 511200	SAL & WAGE	818,575.34	822,206.39	876,736.97	804,111.60	942,500.00	1,054,700.00	11.9%
001720 511400	OVERTIME	21,091.76	16,259.33	23,871.78	22,101.34	28,300.00	29,600.00	4.6%
001720 511500	SPECIALPAY	6,946.00	7,064.00	7,098.00	6,350.00	7,300.00	7,300.00	.0%
001720 512100	FICA TAX	61,229.76	60,768.24	65,603.51	59,918.13	70,000.00	76,900.00	9.9%
001720 512200	RETIRECONT	49,295.52	56,601.10	73,929.12	69,943.06	81,100.00	87,600.00	8.0%
001720 512300	H/D/L INS	161,801.46	158,001.44	177,143.57	178,942.19	206,300.00	262,900.00	27.4%
001720 512400	WORKERCOMP	35,349.79	40,426.52	38,266.17	34,750.00	41,700.00	48,500.00	16.3%
001720 523101	PROFSVC-OT	8,086.25	.00	.00	2,421.00	100,000.00	.00	-100.0%
001720 523401	OTHR CONTR	1,725.00	6,783.13	5,412.80	8,767.40	10,800.00	12,500.00	15.7%
001720 523415	TREE REMOV	4,758.00	5,690.00	4,445.00	7,000.00	7,000.00	5,000.00	-28.6%
001720 524001	TRAV&PERDM	330.00	160.00	154.15	-150.00	100.00	200.00	100.0%
001720 524101	COMMUNICAT	3,442.89	2,853.44	3,099.19	2,449.62	2,500.00	2,500.00	.0%
001720 524301	UTILITYSVC	258,239.81	202,296.30	184,886.54	159,917.57	203,000.00	203,000.00	.0%
001720 524402	RENT/LEASE	2,851.00	810.30	215.00	75.00	1,000.00	1,000.00	.0%
001720 524601	R&M VEHICL	34.99	302.94	11.04	59.99	.00	.00	.0%
001720 524602	R&M E/Q	37,977.62	41,266.86	33,147.97	34,635.12	27,500.00	30,000.00	9.1%
001720 524603	R&M BLDG	62,292.98	62,526.64	108,073.33	109,678.36	116,200.00	68,500.00	-41.0%
001720 524610	R&M OTHER	41,673.83	30,973.05	23,797.84	101,176.88	129,800.00	87,300.00	-32.7%
001720 524701	PRINT GEN	9.00	.00	.00	.00	.00	.00	.0%
001720 524801	PROMO ACTI	118.13	563.94	9,988.23	2,686.84	2,600.00	2,600.00	.0%
001720 524801 PRG01	SPOOKTAC	.00	.00	28,371.02	36,941.89	32,300.00	35,000.00	8.4%
001720 524801 PRG02	EGGSTRAV	.00	.00	7,292.43	8,076.55	6,300.00	7,000.00	11.1%
001720 524801 PRG03	JULY 4TH	.00	.00	32,223.84	39,444.20	38,900.00	41,200.00	5.9%
001720 524801 PRG04	HOLIDAYPAR	.00	.00	10,736.53	8,999.54	11,400.00	11,400.00	.0%
001720 524801 PRG05	MULTICULTU	.00	.00	.00	.00	10,000.00	10,000.00	.0%
001720 524905	REC PROG	54,252.15	55,328.10	45,553.65	43,902.42	47,200.00	51,100.00	8.3%
001720 524906	DUMP FEES	1,355.75	97.50	.00	.00	.00	.00	.0%
001720 524910	BACK/PHYS	.00	.00	.00	.00	.00	500.00	.0%
001720 525101	OFFICE SUP	2,128.75	2,151.37	3,102.00	3,361.77	3,500.00	4,500.00	28.6%
001720 525102	FURN & E/Q	1,357.24	2,303.19	1,141.27	4,689.19	9,600.00	7,100.00	-26.0%
001720 525201	FUEL&OIL	51,124.53	44,753.88	47,224.00	29,631.19	47,200.00	50,700.00	7.4%
001720 525202	TOOL & E/Q	5,151.18	5,902.67	9,497.18	5,672.55	6,700.00	6,700.00	.0%
001720 525203	JANISUPPLY	23,320.01	21,414.10	18,762.73	14,043.13	24,500.00	25,000.00	2.0%
001720 525205	MED SUPPLI	2,236.90	2,188.23	2,280.97	2,085.40	2,000.00	2,300.00	15.0%
001720 525206	UNIFORMS	7,977.86	8,231.74	9,052.63	9,878.51	8,700.00	10,000.00	14.9%
001720 525210	OPERAT SUP	39,227.42	15,578.81	13,186.44	9,958.94	15,800.00	15,800.00	.0%
001720 525211	CHEMICALS	58,123.11	35,124.28	21,305.15	23,443.29	24,700.00	36,900.00	49.4%
001720 525213	LANDSCAPIN	68,857.59	77,393.00	86,951.06	82,296.82	123,400.00	143,700.00	16.5%
001720 525400	PUB,MEM,TR	2,170.40	683.04	1,149.63	484.98	3,000.00	3,000.00	.0%
001720 910501	CAPITL-RPL	110,000.00	110,000.00	110,000.00	216,666.60	260,000.00	260,000.00	.0%
001720 990131	IT - Costs	148,614.76	130,297.28	103,314.74	108,916.70	130,700.00	151,100.00	15.6%
001720 990419	FLEETALLOC	.00	.00	37,772.12	21,439.10	31,000.00	29,000.00	-6.5%
TOTAL GENERAL FUND - PARKS &		2,151,726.78	2,027,000.81	2,224,797.60	2,274,766.87	2,814,600.00	2,882,100.00	2.4%
TOTAL GENERAL FUND		-1,296,384.87	-1,951,075.48	-2,773,942.60	1,022,695.04	444,300.00	-241,500.00	-154.4%

SPECIAL REVENUE FUNDS SUMMARY

	Stormwater Utility	Solid Waste Management	Fire/Rescue Impact Fees	SHIP Grant	CDBG Grant
SOURCES					
Intergovernmental Revenue	$ -	$ -	$ -	$ -	$ -
Special Assessments	4,220,000	5,695,000	-	-	-
Impact Fees	-	-	24,000	-	-
Other Fees	-	-	-	3,500	-
Grant Funding	181,000	-	-	314,653	449,670
Miscellaneous Revenue	-	-	-	-	-
Interest Income	1,300	3,200	400	1,000	-
Total Revenues:	4,402,300	5,698,200	24,400	319,153	449,670
Transfers In	-	-	-	-	-
Debt Proceeds	-	-	-	-	-
Total Revenues, Debt Proceeds, and Transfers In	4,402,300	5,698,200	24,400	319,153	449,670
Fund Balance Carryforward	1,436,237	443,100	46,495	207,947	192,030
Total Sources:	$ 5,838,537	$ 6,141,300	$ 70,895	$ 527,100	$ 641,700
USES					
Public Safety	$ -	$ -	$ -	$ -	$ -
Physical Environment	2,505,500	5,970,300	-	-	-
Transportation	-	-	-	-	-
Economic Environment	-	-	-	527,100	401,700
Culture/Recreation	-	-	-	-	-
Debt Service:					
Principal	264,500	-	-	-	-
Interest	262,200	-	-	-	-
Capital Outlay	1,940,600	-	-	-	240,000
Total Expenditures:	4,972,800	5,970,300	-	527,100	641,700
Transfers Out	-	-	-	-	-
Total Expenditures and Transfers Out	4,972,800	5,970,300	-	527,100	641,700
Ending Fund Balance	865,737	171,000	70,895	-	-
Total Uses:	$ 5,838,537	$ 6,141,300	$ 70,895	$ 527,100	$ 641,700

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SPECIAL REVENUE FUNDS SUMMARY (Continued)

	Streetlighting Districts	Park Impact Fees	Transportation	Tree Replacement Fees
SOURCES				
Intergovernmental Revenue	$ -	$ -	$ 1,994,000	$ -
Special Assessments	140,300	-	-	-
Impact Fees	-	62,000	-	-
Other Fees	-	-	-	5,000
Grant Funding	-	-	-	-
Miscellaneous Revenue	-	-	-	-
Interest Income	100	1,600	1,000	1,000
Total Revenues:	140,400	63,600	1,995,000	6,000
Transfers In	-	-	695,000	-
Debt Proceeds	-	-	-	-
Total Revenues, Debt Proceeds, and Transfers In	140,400	63,600	2,690,000	6,000
Fund Balance Carryforward	9,867	237,417	3,079,335	426,127
Total Sources:	$ 150,267	$ 301,017	$ 5,769,335	$ 432,127
USES				
Public Safety	$ -	$ -	$ -	$ -
Physical Environment	-	-	-	365,000
Transportation	141,500	-	114,100	-
Economic Environment	-	-	-	-
Culture/Recreation	-	-	-	-
Debt Service:				
Principal	-	-	870,000	-
Interest	-	-	586,000	-
Capital Outlay	-	-	2,600,000	-
Total Expenditures:	141,500	-	4,170,100	365,000
Transfers Out	-	-	-	-
Total Expenditures and Transfers Out	141,500	-	4,170,100	365,000
Ending Fund Balance	8,767	301,017	1,599,235	67,127
Total Uses:	$ 150,267	$ 301,017	$ 5,769,335	$ 432,127

Note 1: Includes NSP 1 and NSP 3

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Environmental Improvement Trust	Law Enforcement Impact Fees	Economic Development	NSP Grants (Note 1)	Transportation Impact Fees	Grant Match	Total
$ -	$ -	$ -	$ -	$ -	$ -	$ 1,994,000
-	-	-	-	-	-	10,055,300
-	13,000	-	-	195,000	-	294,000
-	-	-	500,000	-	-	508,500
-	-	-	288,000	-	-	1,233,323
-	-	-	-	-	-	-
100	200	-	-	-	-	9,900
100	13,200	-	788,000	195,000	-	14,095,023
-	-	-	-	-	-	695,000
-	-	-	-	-	-	-
100	13,200	-	788,000	195,000	-	14,790,023
40,912	33,760	1,841,400	-	-	500,000	8,494,627
$ 41,012	$ 46,960	$ 1,841,400	$ 788,000	$ 195,000	$ 500,000	$ 23,284,650
$ -	$ -	$ -	$ -	$ -	$ -	$ -
-	-	-	-	-	-	8,840,800
-	-	-	-	-	-	255,600
-	-	80,000	788,000	-	-	1,796,800
-	-	-	-	-	-	-
						-
-	-	-	-	-	-	1,134,500
-	-	-	-	-	-	848,200
-	-	-	-	-	-	4,780,600
-	-	80,000	788,000	-	-	17,656,500
-	-	-	-	195,000	100,000	295,000
-	-	80,000	788,000	195,000	100,000	17,951,500
41,012	46,960	1,761,400	-	-	400,000	5,333,150
$ 41,012	$ 46,960	$ 1,841,400	$ 788,000	$ 195,000	$ 500,000	$ 23,284,650

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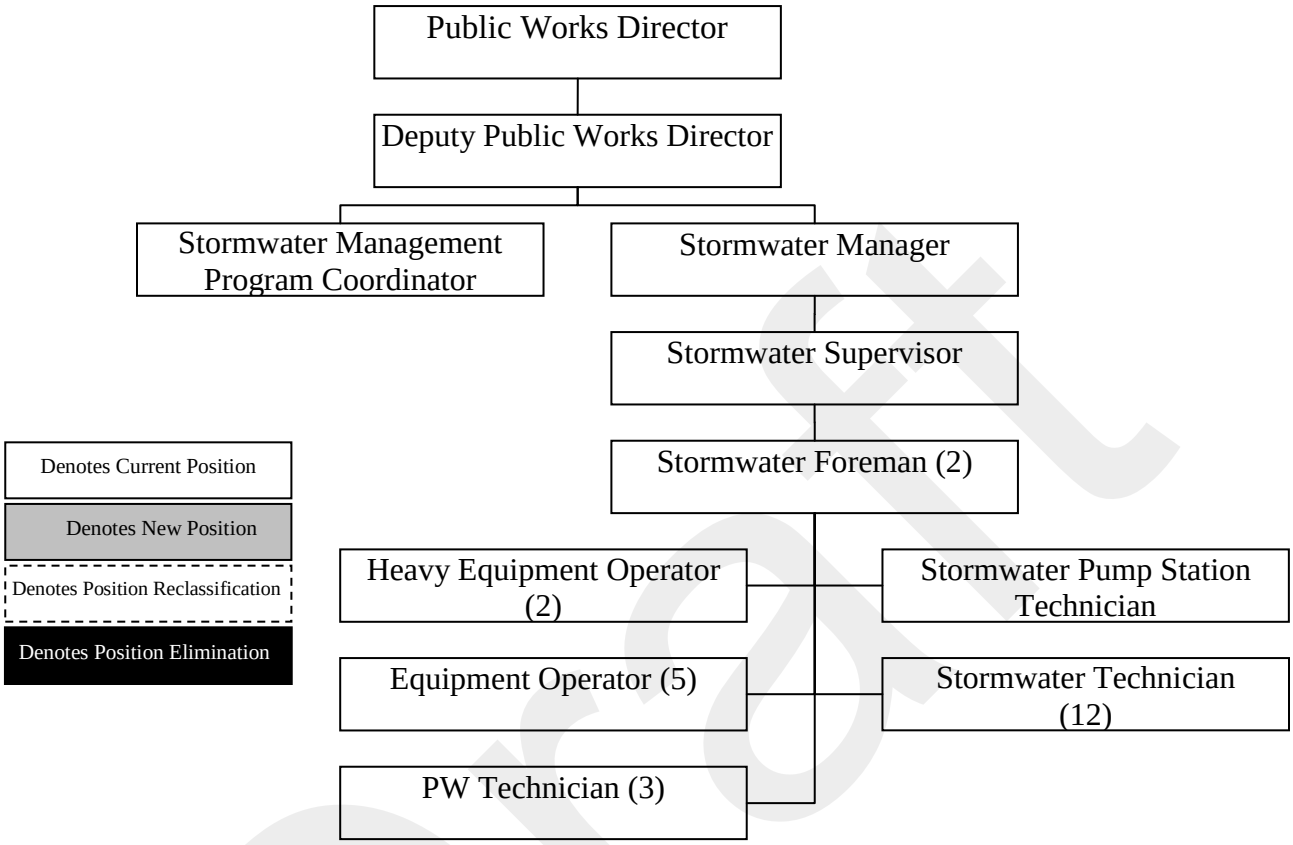
PUBLIC WORKS DEPARTMENT
STORMWATER DIVISION



STORMWATER UTILITY FUND							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Stormwater Manager	1	1	1	1	-	1	18
Stormwater Supervisor	1	1	1	1	-	1	13
SW Management Prog. Coordinator	-	-	1	1	-	1	13
NPDES Inspector	1	1	-	-	-	-	11
Foreman-Storm	2	2	2	2	-	2	10
Heavy Equipment Operator-Storm	2	2	2	2	-	2	8
Stormwater Pump Station Tech.	-	1	1	1	-	1	7
Equipment Operator-Swales	4	4	5	5	-	5	6
Stormwater Technician	13	12	12	12	-	12	5
Public Works Technician	2	2	3	3	-	3	4
TOTAL	**26**	**26**	**28**	**28**	**-**	**28**	

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PUBLIC WORKS DEPARTMENT

STORMWATER DIVISION

Functional Duties: The Public Works Department Stormwater Division, provides ongoing stormwater system construction, roadside surface drainage network maintenance, removal of obstructive vegetation from the open ditches in the City, cleaning of the underground drainage storm sewer network, and provides responsive emergency stormwater services. Performs litter control and mowing of City right of ways. Monitor the agreement with Volusia County for mosquito control.

Mission Statement: *"To ensure full compliance with the clean water act requirements and to ensure local water resources remain free of harmful pollutants and to educate the public on stormwater pollution prevention solution and techniques to protect our stream, ponds, and lakes."*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Enhance City beautification by landscaping stormwater ponds.
- Completion of the Leland pump station improvement project.
- Initiate Brickell Drive drainage improvements when awarded grant funding becomes available.
- Install RTU cabinets on stormwater pump stations to allow for SCADA monitoring.
- Begin FEMA Elevation modeling.
- Address on-going concerns regarding the Tivoli/Wheeling intersection during heavy rainfall events.

Key Objectives:

- To help maintain the aesthetics of the community by proper maintenance of the rights-of-ways by mowing and conducting litter control on Deltona's collector roads and 31 residential sectors.
- Provide high level of customer service and response to inquiries on a timely basis.
- Provide ongoing Stormwater System construction and emergency stormwater management services before, during and after major storm events.
- To operate and maintain all Stormwater collection systems and structural controls.
- Continue with in-house construction and improvements of the stormwater system.
- Enhance the flow characteristics of Deltona's roadside surface drainage network to eliminate nuisance flooding.
- Involve the community in retention pond, and lakes clean-up and provide the community with awareness of water bodies and pollutants.
- To ensure compliance with National Pollution Discharge Elimination System (NPDES) requirements.
- Involve community in reporting of illegal dumping in drainage retention areas.

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STORMWATER DIVISION

GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)

Key Performance Measures:

	Actual FY 2013/14	Estimated FY 2014/15	Budget FY 2015/16
• Number of annual mowing / litter control cycles.	10/8	10/8	10/8
• Number of lake visits per year for level purposes.	52	52	52
• Provide ditch/swale maintenance service in all City sectors on a 13 week rotation.	4 times per year	4 times per year	4 times per year
• Clean and remove obstructive vegetation from open ditches.	50 locations	50 locations	50 locations
• Coordinate construction projects with Volusia County for CDBG and other grant funded projects.	$230,000	$230,000	$0
• Hold community meetings to seek participation in Adopt a Pond, Adopt a Lake and provide awareness.	2	2	4

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STORMWATER UTILITY FUND
SOURCES & USES

The Stormwater Utility Fund accounts for the fiscal activity relating to the fees for stormwater utility operation, maintenance and capital improvement activities. The annual assessment rate was increased to $108.00 per ERU (Equivalent Residential Unit) effective October 1, 2015. Stormwater is managed as a division of the City's Public Works Department. The funding program includes, but is not limited to, maintenance of the existing stormwater catch basins and swales; construction of stormwater handling infrastructure; replacement of deteriorating infrastructure, master planning to solve local flooding and water quality problems and capital improvement projects.

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Stormwater Assessments	$ 2,925,731	$ 2,924,907	$ 2,925,000	$ 4,220,000
Grant Funding	569,556	-	-	181,000
Interest Income	12,012	15,557	2,400	1,300
Miscellaneous Income	1,621	8,460	-	-
Total Revenues:	3,508,920	2,948,924	2,927,400	4,402,300
Transfers In	-	-	-	-
Debt Proceeds	-	-	-	-
Total Revenues, Debt proceeds, and Transfers In	3,508,920	2,948,924	2,927,400	4,402,300
Fund Balance Carryforward	4,430,585	3,890,959	2,750,137	1,436,237
Total Sources:	$ 7,939,505	$ 6,839,883	$ 5,677,537	$ 5,838,537
Personal Services	$ 1,166,064	$ 1,227,728	$ 1,380,000	$ 1,482,300
Operating Expenses	710,264	723,052	807,000	1,023,200
Debt Service:				
Principal	227,538	239,231	251,600	264,500
Interest	298,161	286,761	274,700	262,200
Capital Outlay	1,646,519	1,612,974	1,528,000	1,940,600
Total Expenditures:	4,048,546	4,089,746	4,241,300	4,972,800
Ending Fund Balance	3,890,959	2,750,137	1,436,237	865,737
Total Uses:	$ 7,939,505	$ 6,839,883	$ 5,677,537	$ 5,838,537

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Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 760,470	$ 790,437	$ 873,400	$ 907,800
Overtime	38,942	32,380	32,800	33,800
Other Pay	4,454	4,318	3,700	3,700
Benefits and Taxes	362,198	400,593	470,100	537,000
Total Personal Service Costs	1,166,064	1,227,728	1,380,000	1,482,300
Operating Expenditures	710,264	723,052	807,000	1,023,200
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	1,646,519	1,612,974	1,528,000	1,940,600
Debt Service	525,699	525,992	526,300	526,700
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	4,048,546	4,089,746	4,241,300	4,972,800
Staffing:				
Full-Time	26	26	26	28
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ 9,084	$ 39,395	$ 34,000	$ 87,900
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	60,002	89,699	67,000	92,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	204	90	-	-
5241 - Communications and Freight Services	722	1,080	11,700	2,300
5243 - Utility Services	7,110	8,451	8,500	12,600
5244 - Rentals and Leases	1,645	4,906	4,000	4,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	195,790	85,301	132,300	151,700
5247 - Printing and Binding	176	-	7,000	1,000
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	206,724	208,563	211,000	211,000
5251 - Office Supplies	252	1,054	1,500	1,500
5252 - Operating Supplies	159,267	155,137	169,100	232,100
5253 - Road Materials & Supplies	41,105	24,881	49,000	56,500
5254 - Publications, Memberships & Training	15,485	1,755	6,500	5,500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	12,698	9,264	16,400	18,100
9904 - Fleet Maintenance - Allocated Costs	-	93,476	89,000	147,000
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 710,264	$ 723,052	$ 807,000	$ 1,023,200

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STORMWATER UTILITY FUND
CAPITAL OUTLAY BUDGET DETAIL

	Capital Budget
Vehicles & Equipment:	
Double Drum Roller (Compactor)	$ 45,000
Trailer	10,000
Light Towers (2)	18,000
F250 4 x 4 Pick-up Truck	32,000
Plate Compactor	12,000
Heavy Duty Flail Mower Brush Cutter	19,000
	136,000
Computer Software & Equipment	
New / Replacement PC's - Tablets - Laptops	14,000
	14,000
Projects (CIP):	
Leland Pump Station Drainage Improvements	400,000
Bonview Ave. & Merchant Terrace Drainage Improvements	100,000
Brickell Drive Drainage Improvements	301,700
Sky Street / Keeling Dr. Drainage Improvements	30,000
Sky St. (Laredo Dr. & Keeling Dr.) Drainage Improvements	175,000
Monterey Drive Drainage Improvements	75,000
Lake Fieldstone to Briarwood Outfall Improvements	100,000
Montebello Avenue	75,000
	1,256,700
Projects (R&R):	
Drainage Pipe Rehab	200,000
Briarwood Lake Ditch Restoration	23,400
Renton Street	65,000
1088 Tivoli Drive	30,000
920 Sweetbrier Drive	20,000
Normandy Blvd. E & Hancock Dr. E.	16,500
1108 & 1109 Prescott Blvd.	10,000
1679 Waycross Circle N.	20,000
734 Fruitland Drive	14,000
1169 Hancock Drive W.	10,000
737 Trafalgar Street	10,000
Elkcam Blvd. & Nemo Drive	15,000
Intersection at Newcomb Ln. & Blaine Cir.	50,000
Gatewood Dr. between Branchville Dr. & Lynnhaven St.	50,000
	533,900
	$ 1,940,600

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Stormwater Capital Equipment – Budget FY 15/16

Double Drum Roller (Compactor) **FY 15/16:** $45,000

The Stormwater division does a lot of repairs and in-house projects that require a certain level of compaction prior to finalizing projects. This compactor will allow for staff to do this task properly and efficiently.

Trailer – T12DT **FY 15/16:** $10,000

A trailer is required to transport the Double Drum Roller (compactor) throughout the City.

Light Towers (2) **FY 15/16:** $18,000

These light towers would be used to safely illuminate job sites during periods of darkness. Light towers currently have to be rented which typically not an option in the event of a night emergency.

F250 4 x 4 Pick-up Truck **FY 15/16:** $32,000

This truck will replace truck #0566 which is beyond its expected useful life resulting in high maintenance costs.

Plate Compactor **FY 15/16:** $12,000

This piece of equipment will be able to handle multiple jobsites that take place simultaneously. This compactor is for smaller jobs where a large rolling type compactor cannot be used. A compactor is used to compact soils and base materials for construction activities.

Heavy Duty Flail Mower Brush Cutter **FY 15/16:** $19,000

This attachment is for the Menzi Muck and will be used to maintain the ditch banks and ponds throughout the City. The Menzi Muck is capable of getting into areas that traditional mowers and tractors cannot.

New / Replacement PC's – Tablets – Laptops **FY 15/16:** $14,000

The City will begin a two year process to replace desktops and laptops that are out of warranty and beginning to fail, and parts are becoming obsolete.

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Stormwater Capital Projects – Budget FY 15/16

Leland Pump Station Drainage Improvements **FY 15/16:** $400,000

The drainage retention area on Leland Dr. adversely affects numerous residents in the Leland and Oslo area during and after prolonged stormwater events. The drainage area receives water from several inlets. Improvements are needed to handle the flow in the area. Not funding this project would greatly decrease the level of flood protection for the residents in this area. This project has several benefits that cause it to exceed the cost of its funding. The area currently requires the use of emergency rental pumps to control flooding issues after major storm events. This project would help to eliminate these costs as well as provide a higher level of protection for residents in this area.

Bonview Ave. / Merchant Terrace Drainage Improvements **FY 15/16:** $100,000

The scope of this project covers construction of a drainage improvement project for the Bonview Avenue and Merchant Terrace area. This area has experienced flooding in past years and an improved system will help reduce flooding and better manage the current stormwater in the area.

Brickell Drive Drainage Improvements **FY 15/16:** $301,700

The scope of this project covers construction of drainage improvements for Brickell Drive. This project will treat stormwater prior to it being discharged into downstream waters. Grant money of a 60% match is pending final approval from the Environmental Protection Agency.

Sky St. / Keeling Dr. Drainage Improvements **FY 15/16:** $30,000

The Sky Street / Keeling Drive area experiences standing water with no improved drainage apparatuses to control the flow of stormwater or to keep the stormwater from significantly impacting residents in the area. This project will provide a means for water control and aid in the relief of standing water in the area. The scope of this project for FY 15/16 is Phase 2 - Construction.

Sky Street (Laredo Dr. & Keeling Dr.) Drainage Improvements **FY 15/16:** $175,000

This area has standing water in the swales during and after heavy rain events. This project will greatly improve the drainage in this area. This project will eliminate standing concerns. The scope of this project for FY 15/16 is Phase 2 - Construction.

Monterey Drive Drainage Improvements **FY 15/16:** $75,000

The roadway in the area of 2072 Monterey Drive. experiences standing water after major storm events for extended periods of time. Stormwater in this area needs to be rerouted to a proper drainage retention area. Phase 1 consists of engineering, design and permitting and will take place this fiscal year, with Phase 2 - construction commencing in future years.

Lake Fieldstone to Briarwood Outfall Improvements **FY 15/16:** $100,000

The current outfall from Lake Fieldstone to Lake Briarwood is inadequate for the volume of stormwater to meet the needs of the area during a major storm event. There are several lakes upstream that rely on this outfall for flood protection. Phase 1 which consists of engineering, design and permitting will take place this fiscal year, with construction as part of Phase 2 taking place in future years.

Montebello Avenue **FY 15/16:** $75,000

The Montebello Avenue area often experiences high water tables which results in standing water in the swales and intersections for extended periods of time. Improvements are needed in this area to reduce this issue. Phase 1 consists of engineering, design and permitting and will take place this fiscal year, with Phase 2 - construction commencing in future years.

Stormwater Capital Projects – Budget FY 15/16
Renewal & Replacement (R&R)

Drainage Pipe Rehab **FY 15/16:** $200,000

The City of Deltona has several stormwater pipe runs that require lining. These runs are in areas where digging them up would jeopardize structures on private property. There could potentially be severe consequences during the rainy season if the City does not address these failures.

Briarwood Lake Ditch Restoration **FY 15/16:** $23,400

The current ditch and headwall that serves as the outfall to Lake Briarwood is in need of improvement. Phase 1 consists of engineering, design and permitting and will take place this fiscal year, with Phase 2 - construction commencing in future years.

Renton Street **FY 15/16:** $65,000

The Renton Street area experiences standing water in the swales for an extended period of time due to the nature of the existing drainage infrastructure. Phase 1 consists of engineering, design and permitting and will take place this fiscal year, with Phase 2 - construction commencing in future years.

Tivoli Drive (1088) **FY 15/16:** $30,000

The street floods in front of several properties on Tivoli Drive. The proposed improvements would eliminate standing water in the roadway and swale area. This area currently requires Water Over Road signs to be deployed during and after heavy rain events, to warn motor vehicles of water in the road.

Sweetbrier Drive (920) **FY 15/16:** $20,000

The area around 920 Sweetbrier Drive has outgrown the existing underground percolation system; the impervious surface has increased greatly in this area over the years. During heavy rain events this system is overwhelmed causing standing water near several homes. The proposed improvements would enlarge this system and greatly increase the underground storage capacity.

Normandy Blvd. E. & Hancock Dr. E. **FY 15/16:** $16,500

The roadway and swales in this area flood during heavy prolonged storm events. The proposed improvements would reduce the standing water in in the roadway. This is phase one of three phases that will be needed in this area**.**

Prescott Blvd. (1108 & 1009) **FY 15/16:** $10,000

The road crossing pipe and structures in this area have reached the end of their useful service life. The proposed replacement would replace the pipe and rebuild the two structures.

Waycross Circle N. (1679) **FY 15/16:** $20,000

This area is in need of drainage improvements to better facilitate the stormwater in the area and reduce the number of complaints from area residents. This area is naturally wet so water stands for an extended period of time.

Fruitland Drive (734) **FY 15/16:** $14,000

The existing stormwater system in this area becomes overwhelmed during heavy or prolonged storm events. Improvements would allow more storage during these times which would reduce the amount of standing water on the surface. The scope of this project consists of replacing roughly 240ft of 18” HDPE CMP pipe that is over 30 years old and has reached the end of its service life. The proposed replacement would greatly reduce the potential for failures in this system.

Hancock Drive W. (1169) **FY 15/16:** $10,000

The scope of this project includes removing and replacing 160ft of 30” CMP that has reached the end of its service life. Replacing this pipe would greatly improve our underground infrastructure.

Trafalgar Street (737) **FY 15/16:** $10,000

The scope of this project includes removing and replacing 200ft of 18" CMP that has reached the end of its service life. Replacing this pipe would reduce the possibility of pipe failure.

Elkcam Blvd. & Nemo Drive **FY 15/16:** $15,000

The roadway and sidewalk area severely floods during heavy rain events. The proposed improvements would reduce the standing water in this high traffic area.

Intersection Newcomb Ln. & Blaine Circle **FY 15/16:** $50,000

The intersection of Newcomb Lane and Blaine Circle experiences standing water during and after strong stormwater events. In order to reduce the potential hazard, improvements need to be made. Phase 1 consists of engineering, design and permitting and will take place this fiscal year, with Phase 2 - construction commencing in future years.

Gatewood Drive (Branchville Dr. & Lynnhaven) **FY 15/16:** $50,000

The Gatewood Drive area experiences standing water in the swales and roadway for an extended period of time during and after heavy rain events. Phase 1 consists of engineering, design and permitting and will take place this fiscal year, with Phase 2 - construction commencing in future years.

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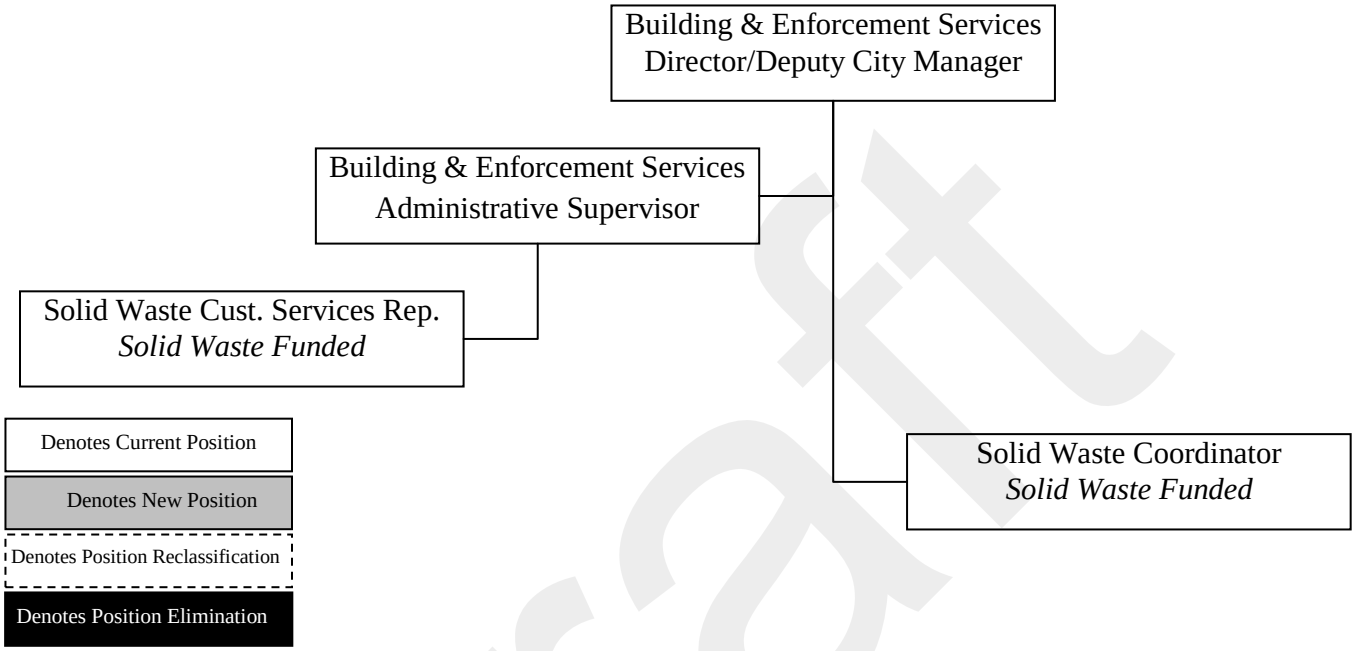
BUILDING AND ENFORCEMENT SERVICES DEPARTMENT

SOLID WASTE DIVISION



SOLID WASTE MANAGEMENT FUND							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Solid Waste Coordinator	1	1	1	1	-	1	13
Solid Waste Customer Srvc. Rep.	1	1	1	1	-	1	5
TOTAL	**2**	**2**	**2**	**2**	**-**	**2**	

Functional Duties: The Solid Waste Division is funded from the Solid Waste Fund. These positions ensure that all solid waste generated and accumulated within the City is collected, removed and disposed of properly. Additionally, these positions investigate complaints; enforce codes, and document violations along with monitoring the solid Waste Collection Contract.

Mission Statement: *"To provide the most professional Animal Control, Code, and Solid Waste Compliance Services to the Citizens of Deltona by the most effective and efficient means possible."*

SOLID WASTE MANAGEMENT FUND
SOURCES & USES

The Solid Waste Management Fund accounts for the fiscal activities related to the provision of solid waste services to residential properties within the City. The annual assessment for services remains at $173.96 per residence. Services include weekly residential garbage and yard waste pick-up and curbside recycling provided through a contract between the City and a private solid waste collection provider. A Solid Waste Coordinator under the direction of the Building and Enforcement Services Department is designated to handle solid waste management issues.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Residential Assessments	$ 5,666,351	$ 5,673,170	$ 5,640,000	$ 5,683,000
New Homes	6,755	11,539	10,000	12,000
Recycling Proceeds	4,229	4,491	-	-
Interest Income	6,906	18,481	4,500	3,200
Total Revenues:	5,684,241	5,707,681	5,654,500	5,698,200
Transfers In	-	-	-	-
Fund Balance Carryforward	501,369	600,033	637,200	443,100
Total Sources:	$ 6,185,610	$ 6,307,714	$ 6,291,700	$ 6,141,300
Personal Services	$ 108,473	$ 115,392	$ 119,600	$ 126,000
Operating Expenses	5,477,104	5,555,122	5,729,000	5,844,300
Capital Outlay	-	-	-	-
Total Expenditures:	5,585,577	5,670,514	5,848,600	5,970,300
Ending Fund Balance	600,033	637,200	443,100	171,000
Total Uses:	$ 6,185,610	$ 6,307,714	$ 6,291,700	$ 6,141,300

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Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 78,056	$ 82,365	$ 84,600	$ 87,000
Overtime	189	988	900	900
Other Pay	-	-	-	-
Benefits and Taxes	30,228	32,039	34,100	38,100
Total Personal Service Costs	108,473	115,392	119,600	126,000
Operating Expenditures	5,477,104	5,555,122	5,729,000	5,844,300
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	1	-	-
Total Expenditures & Transfers Out	$ 5,585,577	$ 5,670,515	$ 5,848,600	$ 5,970,300
Staffing:				
Full-Time	2	2	2	2
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ -	$ -	$ -	$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	5,376,244	5,454,233	5,624,700	5,738,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	257	500	300
5241 - Communications and Freight Services	600	600	600	600
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	-	-	-	-
5247 - Printing and Binding	-	458	-	500
5248 - Promotional Activities	-	-	-	1,200
5249 - Other Current Charges	91,780	91,804	92,000	92,000
5251 - Office Supplies	-	-	-	-
5252 - Operating Supplies	1,569	1,540	1,700	1,300
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	189	570	800	600
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	6,722	5,459	8,500	9,300
9904 - Fleet Maintenance - Allocated Costs	-	201	200	500
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 5,477,104	$ 5,555,122	$ 5,729,000	$ 5,844,300

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FIRE/RESCUE SERVICE IMPACT FEES FUND

SOURCES & USES

The Fire/Rescue Service Impact Fees Fund accounts for the fiscal activity relating to the City's fire/rescue impact fees charged for growth-related fire protection and rescue capital improvements. Activities subject to fees include any improvement to land which requires the issuance of a building permit or any changes in the use of a structure which generates additional fire/rescue demands. Fees may be appropriated for capital improvements including: construction of fire stations; acquisition of firefighting and protection equipment; acquisition, construction and equipping of training facilities; and acquisition and equipping of rescue vehicles and other emergency equipment.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Impact Fees - Residential	$ 6,220	$ 10,939	$ 8,000	$ 4,200
Impact Fees - Commercial	-	-	15,000	19,800
Interest Income	59	152	100	400
Total Revenues:	6,279	11,091	23,100	24,400
Transfer In	-	-	-	-
Fund Balance Carryforward	6,025	12,304	23,395	46,495
Total Sources:	$ 12,304	$ 23,395	$ 46,495	$ 70,895
Transfers Out	-	-	-	-
Ending Fund Balance	12,304	23,395	46,495	70,895
Total Uses:	$ 12,304	$ 23,395	$ 46,495	$ 70,895

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STATE HOUSING INITIATIVES PARTNERSHIP FUND (SHIP)

SOURCES & USES

The State Housing Initiatives Partnership Fund (SHIP) provides financial assistance to residents in the City of Deltona that are consistent with the City's Local Housing Assistance Plan (LHAP). Policies are reviewed by the City's Affordable Housing Advisory Committee (AHAC) and updated in the Housing Element of the City's Comprehensive Plan. Available strategies used to provide assistance to residents are owner-occupied home repair, down-payment assistance, and the advance of upgrades to life-safety issues; such as permitting, restoration of electrical systems, roofing, and plumbing repairs.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
SHIP Funds-Current Year Program Award	$ 33,534	$ 294,866	$ 273,660	$ 314,653
SHIP Funds-Prior Year Program Award	-	-	-	-
Program Revenue	-	-	134	3,500
Interest Income	15,703	1,108	500	1,000
Total Revenues:	49,237	295,974	274,294	319,153
Fund Balance Carryforward	7,200	10,490	153,653	207,947
Total Sources:	$ 56,437	$ 306,464	$ 427,947	$ 527,100
Operating Expenditures:				
Grant Administration	$ 5,201	$ 11,099	$ 40,000	$ 32,500
Purchase Assistance Program	-	-	-	303,000
Owner Occupied Rehabilitation Program	40,746	141,512	179,000	190,600
Acquisitions and Rehabilitation Program	-	-	-	-
Homeowner Counseling Program	-	200	1,000	1,000
Foreclosure Prevention Program	-	-	-	-
Disaster Mitigation/Recovery Program	-	-	-	-
Multi-Family Rental	-	-	-	-
Housing Opp Program	-	-	-	-
Ending Fund Balance Carryforward	10,490	153,653	207,947	-
Total Uses:	$ 56,437	$ 306,464	$ 427,947	$ 527,100

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COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG)

SOURCES & USES

The Community Development Block Grant Fund (CDBG) program within the City has been one of the most successful capital and service assistance efforts that have a visible positive impact on the community. Through the years, the City has used CDBG federal grant funds to increase and improve stormwater management areas, provide flood hazard mitigation, home repair, parks and recreation facility upgrades, and assists in grant-in-aide for social service organizations. The intent of the CDBG program is to be used for the benefit of all residents, especially those in the Area of Greatest Need, and has been utilized to the maximum potential within Deltona.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
CDBG Funds-Current Year Program Award	$ 441,819	$ 453,929	$ 440,095	$ 449,670
CDBG Funds-Prior Year Program Award	-	-	-	-
Total Revenues:	441,819	453,929	440,095	449,670
Transfer In	-	-	-	-
Fund Balance Carryforward	470,385	297,884	198,090	192,030
Total Sources:	$ 912,204	$ 751,813	$ 638,185	$ 641,700
Operating Expenditures:				
Grant Administration	$ 87,367	$ 67,183	$ 65,740	$ 89,900
Housing Rehabilitation Program	105,067	68,910	175,000	244,400
Infrastructure Improvement Program	303,955	208,034	-	-
Landscaping - Target Area	-	-	-	-
Public Services	62,931	65,999	62,315	67,400
Economic Development	-	-	-	-
Public Facilities	55,000	143,597	143,100	240,000
Ending Fund Balance Carryforward	297,884	198,090	192,030	-
Total Uses:	$ 614,320	$ 553,723	$ 446,155	$ 641,700

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CDBG FUND
CAPITAL OUTLAY BUDGET DETAIL

	Capital Budget
Stormwater Projects:	
No stormwater projects for FY 15/16	$ -
	-
Parks Projects:	
Dewey Boster Soccer Complex - Parking Lot	147,000
Dewey Boster Soccer Complex - Fencing	93,000
	240,000
	$ 240,000

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CDBG Fund Parks Capital Projects – Budget FY 15/16

Dewey Boster Soccer Complex Parking Lot **FY 15/16:** $147,000

The scope of this project includes clearing and grubbing 2.4 acres. The cleared area will be divided into two sections. The front part will be green space and will be irrigated. The back part, closest to the trail, will be paved with asphalt. The between the two sections will be fenced with aluminum picket fencing which will address safety concerns. It is anticipated that the paved parking are will be able to accommodate up to approximately 120 cars.

Dewey Boster Soccer Complex Fencing **FY 15/16:** $93,000

The scope of this project includes removing the old wooden fencing in the front of the park and replacing it will black aluminum picket fencing. The damaged Section Line Gate will be replaced and the black aluminum picket fencing will surround the entire sports field so that cars will not be able to drive on the fields. This will provide a more professional looking complex in addition to making it safer for those using the fields.

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STREETLIGHTING DISTRICTS FUND
SOURCES & USES

The Streetlighting Districts Fund accounts for the fiscal activities relating to the provision of street lighting services within the defined areas of each district. Assessments collected are established by individual districts at the time of creation. Creation of a streetlighting district requires a positive vote of at least 51% of the benefited property owners.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Assessments	$ 130,304	$ 160,638	$ 140,800	$ 140,300
Interest Income	111	321	100	100
Total Revenues:	130,415	160,959	140,900	140,400
Transfer In	-	-	-	-
Fund Balance Carryforward	10,452	7,059	8,567	9,867
Total Sources:	$ 140,867	$ 168,018	$ 149,467	$ 150,267
Administration Charge	$ 9,000	$ 9,000	$ 9,000	$ 9,000
Operating Expenditures	124,808	127,451	130,600	132,500
Total Expenditures:	133,808	136,451	139,600	141,500
Transfers Out	-	23,000	-	-
Ending Fund Balance	7,059	8,567	9,867	8,767
Total Uses:	$ 140,867	$ 168,018	$ 149,467	$ 150,267

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PARK IMPACT FEES FUND
SOURCES & USES

The Park Impact Fees Fund accounts for the fiscal activity relating to the City's park impact fees assessed for growth-related parks and improvements. Activities subject to fees include any improvement to land which requires the issuance of a building permit. Fees may be appropriated for land and/or capital improvements including: layout of walking paths; construction of ball fields; picnic pavilions; installation of equipment for children's play areas; irrigation systems; lighting systems; fencing; bleachers; roads; parking facilities; restrooms; concession and community buildings; manager quarters; and storage units.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Impact Fees - Residential	$ 46,686	$ 79,367	$ 60,000	$ 62,000
Interest Income	210	685	500	1,600
Total Revenues:	46,896	80,052	60,500	63,600
Transfer In	-	-	-	-
Fund Balance Carryforward	49,969	96,865	176,917	237,417
Total Sources:	$ 96,865	$ 176,917	$ 237,417	$ 301,017
Transfers Out	-	-	-	-
Ending Fund Balance	96,865	176,917	237,417	301,017
Total Uses:	$ 96,865	$ 176,917	$ 237,417	$ 301,017

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TRANSPORTATION FUND
SOURCES & USES

The Transportation Fund accounts for the proceeds from the City's share of the six-cent and five-cent local option tax on fuel. The City's allocation of the tax is based on an interlocal agreement with the County of Volusia. The proceeds from the six-cent tax can be utilized for general transportation expenditures as defined by Section 336.025(7), *Florida Statutes.* The proceeds from the five-cents must be used for only those transportation expenditures needed to meet the requirements of the Capital Improvements Element of the City's Comprehensive Plan. This funds also provides for the accounting of the proceeds from the July 12, 2006 Transportation Bond issue, which are nearly depleted.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
1-6 Cent Gas Tax	$ 1,181,289	$ 1,190,659	$ 1,235,000	$ 1,252,000
1-5 Cent Gas Tax	888,495	888,711	913,000	742,000
Grant Funding	-	-	-	-
Interest Income	6,215	1,747	500	1,000
Miscellaneous Revenue	66,245	-	-	-
Total Revenues:	2,142,244	2,081,117	2,148,500	1,995,000
Transfers In	162,699	111,495	770,000	695,000
Bond Proceeds	-	-	-	-
Total Revenues, Bond Proceeds, and Transfers In	2,304,943	2,192,612	2,918,500	2,690,000
Fund Balance Carryforward	5,701,908	3,894,605	2,687,471	3,079,335
Total Sources:	$ 8,006,851	$ 6,087,217	$ 5,605,971	$ 5,769,335
Personal Services	$ 110,609	$ 86,154	$ 91,000	$ 95,500
Operating Expenses	18,500	18,580	28,136	18,600
Debt Service:				
Principal	760,000	795,000	830,000	870,000
Interest	699,575	661,575	627,500	586,000
Capital Outlay	2,523,562	1,838,437	950,000	2,600,000
Total Expenditures	4,112,246	3,399,746	2,526,636	4,170,100
Ending Fund Balance	3,894,605	2,687,471	3,079,335	1,599,235
Total Uses:	$ 8,006,851	$ 6,087,217	$ 5,605,971	$ 5,769,335

Draft

Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 80,623	$ 62,947	$ 65,500	$ 67,000
Overtime	298	681	400	400
Other Pay	-	-	-	-
Benefits and Taxes	29,688	22,526	25,100	28,100
Total Personal Service Costs	110,609	86,154	91,000	95,500
Operating Expenditures	18,500	18,580	28,136	18,600
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	2,523,562	1,838,437	950,000	2,600,000
Debt Service	1,459,575	1,456,575	1,457,500	1,456,000
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	4,112,246	3,399,746	2,526,636	4,170,100
Staffing:				
Full-Time	-	-	-	-
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ 1,250	$ 1,050	$ 10,636	$ 1,100
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	250	500	500	500
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	-
5241 - Communications and Freight Services	-	30	-	-
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	-	-	-	-
5247 - Printing and Binding	-	-	-	-
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	17,000	17,000	17,000	17,000
5251 - Office Supplies	-	-	-	-
5252 - Operating Supplies	-	-	-	-
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	-	-	-	-
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	-
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 18,500	$ 18,580	$ 28,136	$ 18,600

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TRANSPORTATION FUND
CAPITAL OUTLAY BUDGET DETAIL

	Capital Budget
Road Resurfacing	$ 500,000
Projects:	
Howland Blvd. / Ft. Smith Blvd. Intersection Improvements	400,000
Ft. Smith Section 4 B (Howland Blvd. to 415) Widening	1,700,000
	2,100,000
	$ 2,600,000

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Transportation Fund Capital Projects – Budget FY 15/16

Road Resurfacing & Striping **FY 15/16:** $500,000

The consequences resulting from not funding road resurfacing would include undue wear and deterioration on the roadway infrastructure, a tremendous safety and liability issue from increased accidents and a cost increase in repairs and/or complete reconstruction of the roadway at a later date. Resurfacing greatly reduces the hazards and threats to public safety. By restoring rough, damaged and deteriorating roadways to a like-new condition allows the general public to travel more comfortably, safely and confidently. Road resurfacing includes putting thermoplastic striping to replace the temporary paint that is initially laid down when a road is resurfaced. It is anticipated that road resurfacing in the FY 15/16 budget will be funded by a transfer from the General Fund. The collector roads to be done in FY 15/16 will be Courtland Boulevard from Howland to Wavecrest and Cloverleaf Boulevard from Deltona Boulevard to Gaucho Circle.

Howland Blvd./Ft. Smith Intersection Improvements **FY 15/16:** $400,000

The project will be constructed as a part of the Volusia County Howland Phase 3 roadway project which includes the reconstruction of the Howland and Ft. Smith intersection. The work will include rural to urban cross section, curb and gutter, bicycle lanes and 5 foot sidewalks. New turn lanes will be added to Ft. Smith Blvd. at the intersection of Howland Blvd.

Ft. Smith 4B (Howland to SR415) Widening **FY 15/16:** $1,700,000

This project is part of the City's overall road widening plan and has been scheduled for several years. As the City has grown, traffic congestion has also increased. This project is intended to alleviate some of that congestion. This project will conclude in FY 15/16. This will be the last major road project the City will undertake until such point in time additional funding is obtained.

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TREE REPLACEMENT FEES FUND
SOURCES & USES

The Tree Replacement Fees Fund accounts for the fiscal activity relating to the City's tree replacement fees charged for growth-related destruction of trees and green spaces. Activities subject to fees include any improvement to land which requires the issuance of a building permit or any changes in the use of a structure which generates destruction of trees and green spaces. Fees are charged at a rate per square inch based on the area of the tree's cross section and are payable when a tree removal permit is applied for. Fees may be appropriated for replacement of downed or damaged trees, installation of new trees, development of green spaces or "planting and maintenance" of trees along rights-of-ways and on City owned property. Additionally, there is an option to pay a fee for not meeting on site tree replacement requirements.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Fees	$ 1,775	$ 66,578	$ 46,500	$ 5,000
Interest Income	2,843	2,716	2,000	1,000
Total Revenues:	4,618	69,294	48,500	6,000
Transfer In	-	-	-	-
Fund Balance Carryforward	478,531	468,476	477,627	426,127
Total Sources:	$ 483,149	$ 537,770	$ 526,127	$ 432,127
Tree Replacement Expenditures	$ 14,673	$ 60,143	$ 100,000	$ 365,000
Ending Fund Balance	468,476	477,627	426,127	67,127
Total Uses:	$ 483,149	$ 537,770	$ 526,127	$ 432,127

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TREE REPLACEMENT FEES FUND
CAPITAL OUTLAY BUDGET DETAIL

	Capital Budget	Department
Projects:		
Landscaping	$ 290,000	City-wide
City Hall Beautification	75,000	City Hall
	$ 365,000	

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Tree Replacement Fees Fund – Budget FY 15/16

Landscaping **FY 15/16:** $290,000

The scope of this project includes landscaping of City properties and the development of green spaces along right-of-ways. The focus areas include stormwater ponds and other City facilities as well as upgrading or maintaining existing landscaping; and the planting of new landscaping in the medians and right-of-ways.

City Hall Beautification **FY 15/16:** $75,000

The beautification of City Hall is essential to the overall appearance City Hall exemplifies. Several trees need to be removed and the bedding in the front of the building needs to be cleaned out and weed free. Almost all of the trees on the City Hall property need to be trimmed and reshaped. Three Palm Trees will be added in front of the Commissioners parking area, after the Evergreen trees are removed. Some of the irrigation needs to be upgraded, with the addition of two new valves to add additional water pressure. Planting of colorful flowers will be added to each entrance of the building and to the main sign at the entrance of the driveway to City Hall for curb appeal.

This scope of this also includes trimming the trees on the Volusia County Sheriff's office building. Additionally, rock will be added to the fenced in area and to a section of the parking area in the rear of the building.

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ENVIRONMENTAL IMPROVEMENT TRUST FUND
SOURCES & USES

The Environmental Improvement Trust Fund accounts for the fiscal activity relating to the City's mitigation fees charged to compensate for unavoidable adverse environmental impacts upon wetlands. Activities subject to fees include any activity which remove, fill, drain, dredge, clear, destroy, or alter any wetland or wetland buffer on any lot or portion of a lot. Fees may be appropriated for the purchase, improvement, creation, restoration, management and replacement of natural habitat within the City. The fees may be used for the creation of new wetlands, enhancement of existing wetlands, or reestablishment of wetlands which are no longer functioning due to significant alteration in the past.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Fees	$ 525	$ -	$ -	$ -
Interest Income	279	295	100	100
Total Revenues:	804	295	100	100
Transfer In	-	-	-	-
Fund Balance Carryforward	39,713	40,517	40,812	40,912
Total Sources:	$ 40,517	$ 40,812	$ 40,912	$ 41,012
Mitigation Expenditures	$ -	$ -	$ -	$ -
Ending Fund Balance	40,517	40,812	40,912	41,012
Total Uses:	$ 40,517	$ 40,812	$ 40,912	$ 41,012

Draft

LAW ENFORCEMENT IMPACT FEES FUND
SOURCES & USES

The Law Enforcement Impact Fees Fund accounts for the fiscal activity relating to the City's Law Enforcement impact fees charged for growth-related law enforcement capital improvements. Activities subject to fees include any improvement to land which requires the issuance of a building permit or any changes in the use of a structure which generates additional law enforcement demands. Fees may be appropriated for capital improvements including: construction of law enforcement facilities; acquisition of law enforcement and protection equipment; acquisition, construction and equipping of training facilities; and acquisition and equipping of vehicles and other equipment.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Impact Fees - Residential	$ 3,489	$ 5,931	$ 3,000	$ 4,000
Impact Fees - Commercial	-	-	10,000	9,000
Interest Income	87	141	50	200
Total Revenues:	3,576	6,072	13,050	13,200
Transfer In	-	-	-	-
Fund Balance Carryforward	11,062	14,638	20,710	33,760
Total Sources:	$ 14,638	$ 20,710	$ 33,760	$ 46,960
Transfers Out	-	-	-	-
Ending Fund Balance	14,638	20,710	33,760	46,960
Total Uses:	$ 14,638	$ 20,710	$ 33,760	$ 46,960

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ECONOMIC DEVELOPMENT FUND
SOURCES & USES

The Economic Development Fund accounts for the fiscal activity of the City's designated Economic Development Incentive and City Infrastructure reserves established on September 4, 2012. The purpose of the Economic Development Incentive reserve is to provide the City with funding as needed to enable it to administer financial incentives that are designed to stimulate economic development within the City. The purpose of the City Infrastructure reserve is to provide the City with funding for infrastructure needs necessitated by economic development. Approval from the Commission must be obtained prior to using funds from either of these reserves.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Transfer In - General Fund	$ -	$ -	$ 1,989,400	$ -
Fund Balance Carryforward	-	-	-	1,841,400
Total Sources:	$ -	$ -	$ 1,989,400	$ 1,841,400
Operating Expenses	$ -	$ -	$ 148,000	$ 80,000
Ending Fund Balance	-	-	1,841,400	1,761,400
Total Uses:	$ -	$ -	$ 1,989,400	$ 1,841,400

NOTES:

- Projected construction costs to implement results of the Saxon Sewer Study conducted in FY 14/15 are $1,300,000 and are unbudgeted
- Funding for the Scrub Jay Mitigation Study was requested @ $40,000 for FY 15/16 but removed by Commission at the August 10, 2015 Commission Workshop
- The City's Economic Development Strategic Plan will be incorporated into the City Comp Plan update budgeted to commence in FY 15/16

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NEIGHBORHOOD STABILIZATION PROGRAM 1 (NSP 1)
SOURCES & USES

The City of Deltona received two forms of the federal Neighborhood Stabilization Program (NSP) grants. The NSP was established from the Housing and Recovery Act (HERA) of 2008. Beginning in 2008, the City applied and received $6.635 million for NSP 1 and $1.96 million for NSP 3 funds. Deltona has used the funds to great success to purchase 83 homes in disrepair, rehabilitate or demolish and construct new homes, sell the homes to individuals and families needing a place to live, and reestablishing or stabilizing the local real estate market. The City will sell its remaining homes (less than 10) within the next two years to be able to successfully complete both the NSP programs. The Deltona NSP projects have been considered to be positive for the community, for the federal government administering the program, and for partnership with Habitat for Humanity.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
NSP Funds	$ -	$ 389,402	$ 1,000	$ 98,000
Program Income	1,081,383	201,588	94,000	330,000
Interest Income	2,433	(187)	-	-
Total Revenues:	1,083,816	590,803	95,000	428,000
Transfer In	-	-	-	-
Fund Balance Carryforward	-	-	-	-
Total Sources:	$ 1,083,816	$ 590,803	$ 95,000	$ 428,000
Operating Expenditures				
Grant Administration	$ 92,122	$ 77,378	$ 67,000	$ 75,000
Purchase Rehabilitation	809,195	243,917	21,000	189,000
Demolition	-	-	-	-
Redevelopment	182,499	269,508	7,000	164,000
Land Bank	-	-	-	-
Homeownership Activities	-	-	-	-
Ending Fund Balance	-	-	-	-
Total Uses:	$ 1,083,816	$ 590,803	$ 95,000	$ 428,000

NEIGHBORHOOD STABILIZATION PROGRAM 1 (NSP 1)

PERSONAL SERVICES SCHEDULE:

Personnel Roster	Number of Positions						
Position Title	FY 12/13	FY 13/14	Budget FY 14/15	Adjusted FY 14/15	Change FY 15/16	FY 15/16	Pay Grade
Community Dev. Financial Analyst	1	1	1	1	-	1	17
Community Dev. Specialist	1	1	1	1	-	1	15
TOTAL	**2**	**2**	**2**	**2**	-	**2**	

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NEIGHBORHOOD STABILIZATION PROGRAM 3 (NSP 3)
SOURCES & USES

The City of Deltona received two forms of the federal Neighborhood Stabilization Program (NSP) grants. The NSP was established from the Housing and Recovery Act (HERA) of 2008. Beginning in 2008, the City applied and received $6.635 million for NSP 1 and $1.96 million for NSP 3 funds. Deltona has used the funds to great success to purchase 83 homes in disrepair, rehabilitate or demolish and construct new homes, sell the homes to individuals and families needing a place to live, and reestablishing or stabilizing the local real estate market. The City will sell its remaining homes (less than 10) within the next two years to be able to successfully complete both the NSP programs. The Deltona NSP projects have been considered to be positive for the community, for the federal government administering the program, and for partnership with Habitat for Humanity.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
NSP3 Funds	$ 768,061	$ 402,348	$ 33,000	$ 190,000
Program Income	314,146	154,674	33,000	170,000
Total Revenues:	1,082,207	557,022	66,000	360,000
Transfer In	-	-	-	-
Fund Balance Carryforward	-	-	-	-
Total Sources:	$ 1,082,207	$ 557,022	$ 66,000	$ 360,000
Operating Expenditures:				
Grant Administration	$ 81,242	$ 42,575	$ 40,000	$ 40,000
Purchase Rehabilitation	1,000,965	514,447	26,000	320,000
Demolition	-	-	-	-
Redevelopment	-	-	-	-
Land Bank	-	-	-	-
Homeownership Activities	-	-	-	-
Ending Fund Balance	-	-	-	-
Total Uses:	$ 1,082,207	$ 557,022	$ 66,000	$ 360,000

NEIGHBORHOOD STABILIZATION PROGRAM 3 (NSP 3)

PERSONAL SERVICES SCHEDULE:

Personnel Roster	Number of Positions						
Position Title	FY 12/13	FY 13/14	Budget FY 14/15	Adjusted FY 14/15	Change FY 15/16	FY 15/16	Pay Grade
Comm. Dev. Administrative Assist.	-	-	-	1	-	1	8
Administrative Assistant I	1	1	1	-	-	-	6
TOTAL	**1**	**1**	**1**	**1**	**-**	**1**	

TRANSPORTATION IMPACT FEES FUND
SOURCES & USES

The Transportation Impact Fees Fund accounts for the fiscal activity relating to the City's transportation impact fees assessed for growth-related road projects. Fees collected are transferred to the City's Transportation Fund to help fund debt service payments on the 2006 Transportation Bond.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Impact Fees - Residential	$ 31,543	$ 57,159	$ 50,000	$ 62,000
Impact Fees - Commercial	131,156	54,336	135,000	133,000
Interest Income	-	-	-	-
Total Revenues:	162,699	111,495	185,000	195,000
Transfer In	-	-	-	-
Fund Balance Carryforward	-	-	-	-
Total Sources:	$ 162,699	$ 111,495	$ 185,000	$ 195,000
Transfers Out	162,699	111,495	185,000	195,000
Ending Fund Balance	-	-	-	-
Total Uses:	$ 162,699	$ 111,495	$ 185,000	$ 195,000

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GRANTS MATCH FUND
SOURCES & USES

The Grants Match Fund accounts for the fiscal activity of the City's designated Grant Match Reserve established on September 3, 2014. The purpose of this reserve is to provide the City with funding to enable the City to apply for grants requiring matches that may or may not have been included as part of the annual budget process. Approval from the Commission must be obtained prior to using funds from this reserve.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Transfer In - General Fund	$ -	$ -	$ 500,000	$ -
Fund Balance Carryforward	-	-	-	500,000
Total Sources:	$ -	$ -	$ 500,000	$ 500,000
Transfers Out - Parks Projects	-	-	-	100,000
Ending Fund Balance	-	-	500,000	400,000
Total Uses:	$ -	$ -	$ 500,000	$ 500,000

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Grant Match Fund – Budget FY 15/16

ECHO Grant Match – Veterans Memorial Park **FY 15/16:** $100,000

The City has identified several ECHO grant opportunities. This designation will allow the City to go forward with the application process in FY 15/16 if it is decided to do so.

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WATER/SEWER UTILITY FUND
SOURCES & USES

The Water/Sewer Utility Fund accounts for the fiscal activities related to operations, capital improvements and construction of capital projects for Deltona Water and is financed and operated in a manner similar to private business enterprises. It is the intent of the City that the costs of providing water and sewer services to the general public on a continuing basis be financed or recovered primarily through user charges for those services. This fund was established in November 2003, with the acquisition of the water/sewer utility from Florida Water Service and was financed through a Revenue Bond Issue. Bond proceeds intended for construction projects have been fully expended and all accounting is provided for in the Water/Sewer Utility Fund and follows guidelines set forth in the Bond Covenants.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Charges for Services	$ 16,642,180	$ 16,617,929	$ 16,994,100	$ 17,717,600
Assessment Fees - Water & Wastewater or Im	395,247	398,205	465,000	560,900
Other Revenue	70,186	(372,173)	5,900	14,000
Interest Income	(680,177)	52,789	65,000	99,900
Grant Funding	-	1,189,433	2,590,645	150,000
Total Revenues:	16,427,436	17,886,183	20,120,645	18,542,400
Transfer In - General Fund	-	-	118,000	-
Debt Proceeds-2013 Bond Refinancing	80,732,782	-	-	-
Debt Proceeds-2014 Bond Issue-Net BAN Payoff	-	-	15,997,642	-
State Revolving Fund & BAN Loan Proceeds	-	16,039,412	17,000,000	2,950,000
Fund Equity Carryforward	25,481,759	12,248,974	14,353,558	21,796,772
Total Sources:	$ 122,641,977	$ 46,174,569	$ 67,589,845	$ 43,289,172
Personal Services	$ 3,770,222	$ 3,912,582	$ 4,071,000	$ 4,892,400
Operating Expenses	4,275,950	3,852,742	4,100,000	5,412,600
Debt Service:				
Principal	1,945,000	1,945,000	1,290,000	1,540,000
Interest	3,743,715	4,660,241	4,145,332	5,646,500
Defeasance of 2013 Bond Issue	89,376,579	26,500	-	-
Capital Outlay	7,281,537	17,423,946	32,186,741	6,591,500
Total Expenditures:	110,393,003	31,821,011	45,793,073	24,083,000
Ending Fund Equity	12,248,974	14,353,558	21,796,772	19,206,172
Total Uses:	$ 122,641,977	$ 46,174,569	$ 67,589,845	$ 43,289,172

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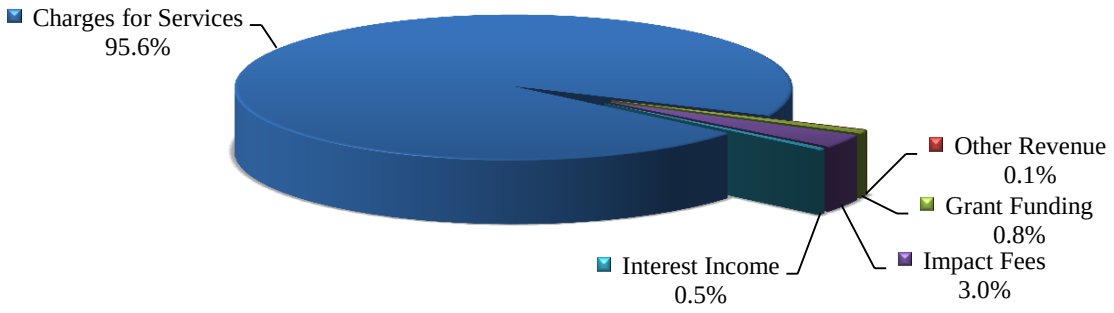
ENTERPRISE FUNDS

Trend Analysis - Revenues By Source

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
SOURCES				
Charges for Services	$ 16,642,180	$ 16,617,929	$ 16,994,100	$ 17,717,600
Other Revenue	70,186	(372,173)	5,900	14,000
Grant Funding	-	1,189,433	2,590,645	150,000
Impact Fees	395,247	398,205	465,000	560,900
Interest Income	(680,177)	52,789	65,000	99,900
Revenues	16,427,436	17,886,183	20,120,645	18,542,400
Transfer In - General Fund	-	-	118,000	-
Debt Proceeds - 2013 Bond Refinancing	80,732,782	-	-	-
Debt Proceeds-2014 Bond Issue-Net BAN Payoff	-	-	15,997,642	-
State Revolving Fund & BAN Loan Proceeds	-	16,039,412	17,000,000	2,950,000
Fund Balance Carryforward	25,481,759	12,248,974	14,353,558	21,796,772
TOTAL SOURCES:	$ 122,641,977	$ 46,174,569	$ 67,589,845	$ 43,289,172

SOURCES	Budget FY 15/16 Compared to FY 14/15 Estimated Actual
Charges for Services	4.26%
Other Revenue	137.29%
Grant Funding	-94.21%
Impact Fees	20.62%
Interest Income	53.69%
Revenues	-7.84%

REVENUES BY SOURCE
TOTAL: $18,542,400
(Excluding Debt Proceeds and Fund Balance Carryforward)



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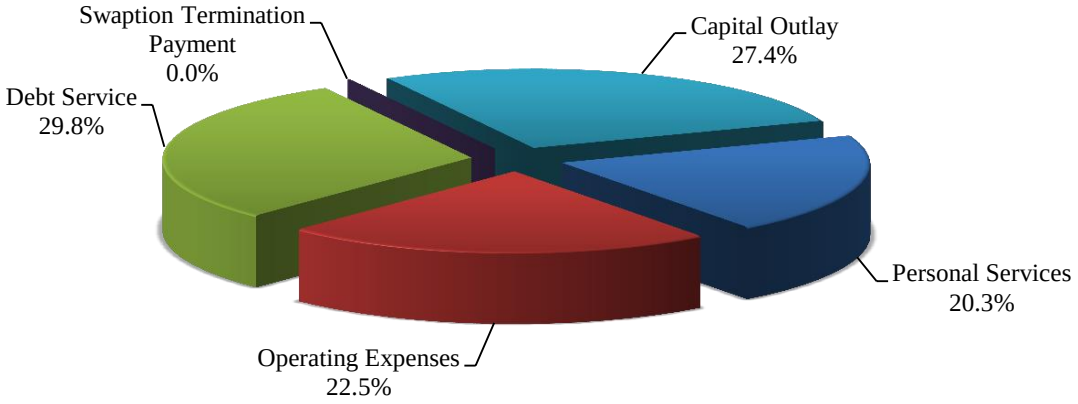
ENTERPRISE FUNDS

Trend Analysis - Expenses By Function

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
USES				
Personal Services	$ 3,770,222	$ 3,912,582	$ 4,071,000	$ 4,892,400
Operating Expenses	4,275,950	3,852,742	4,100,000	5,412,600
Debt Service	5,688,715	6,605,241	5,435,332	7,186,500
Defeasance of 2013 Bond Issue	89,376,579	26,500	-	-
Capital Outlay	7,281,537	17,423,946	32,186,741	6,591,500
Appropriations	110,393,003	31,821,011	45,793,073	24,083,000
Ending Fund Equity	12,248,974	14,353,558	21,796,772	19,206,172
TOTAL USES:	$ 122,641,977	$ 46,174,569	$ 67,589,845	$ 43,289,172

USES	Budget FY 15/16 Compared to FY 14/15 Estimated Actual
Personal Services	20.18%
Other Operating Costs	32.01%
Debt Service	32.22%
Capital Projects	-79.52%
Appropriations	-47.41%

EXPENSES BY FUNCTION
TOTAL: $24,083,000
(Excluding Ending Fund Equity)



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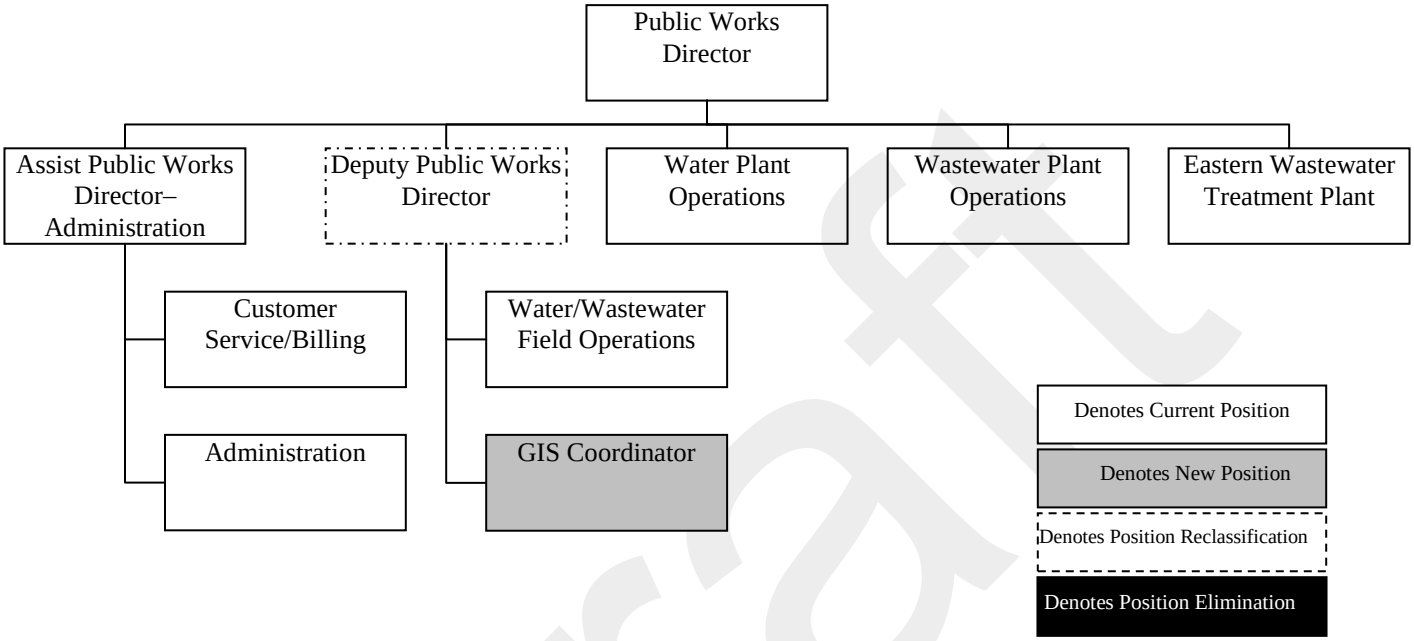
WATER/SEWER UTILITY FUND



Functional Duties: The Water Utility Services Department is comprised of six divisions; Administration, Customer Service and Billing, Water Plant Operations, Wastewater Plant Operations, Water/Wastewater Field Operations, and Eastern Wastewater Treatment Plant. The Administration Division oversees the overall operations of the department. Procurement of services and bid solicitations for the department are also handled under the Administration Division. The Customer Service and Billing Divisions provide customer service and billing services to Deltona Water Customers. The Water and Wastewater sections provide operation and maintenance of the City's water and wastewater facilities. The distribution and collection lines throughout the City are maintained by the Water / Wastewater Field Operations Division.

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WATER/SEWER UTILITY FUND

Mission Statement: *"The mission of the Deltona Water Department is to provide our customers with a safe, affordable, and sufficient supply of quality water and treated wastewater that is economically viable and environmentally sound."*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Goals:

- Complete the implementation of an upgraded customer information system that will streamline and modernize the customer experience thereby enhancing overall customer satisfaction.
- Partner with other departments to embrace innovative technologies to ensure the prudent use of resources, technology and innovations through teamwork and coordination.
- Present education material to help residents use water more efficiently.
- Addition of GIS Coordinator position to expand on GIS capabilities which will allow the City to transition its infrastructure data into an electronic format for more efficient and cost effective access to information.
- Completion and grand opening of the Eastern Water Reclamation Facility in November, 2015.
- Finalize the Ft. Smith 4B utility installation and complete the LFA Well and final testing of the brackish aquifer.

Key Objectives:

- To achieve a degree of treatment that will promote the health of the community by maintaining the highest level of water quality in accordance with the standards set by regulatory agencies and the Clean Water Act.
- To maintain good community relations through courteous and efficient customer service.
- To issue accurate and timely utility bills to all customers of the Utility on a monthly basis.
- To ensure adequate supplies of quality potable water for domestic and commercial use.
- To perform testing of water quality within the established parameters required by law.
- To ensure the distribution and collection systems, treatment plant and wells are properly maintained to minimize the chances of service interruptions.
- To administer the in-house meter reading and assure accurate reading and recording of consumption for each water meter in the City system on a monthly basis.

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WATER/SEWER UTILITY FUND

GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)

Key Performance Measures:	Actual FY 2013/14	Estimated FY 2014/15	Budget FY 2015/16
• Millions of gallons of water treated. (Maximum daily average)	10.7	11.104	11.0
• Millions of gallons of wastewater treated. (Maximum daily average)	.97	.8	.9
• Average number of meter retirements per year.	2,100	1,200	1,200
• Average monthly number of service orders responded to for customers	3,150	2,050	2,200
• Average monthly line locations provided	325	325	325
• Emergency equipment serviced and tested. (i.e. emergency power supplies)	Monthly	Monthly	Monthly
• Average monthly number of payments processed	26,285	33,522	33,000
• Number of departmental safety training events.	24	24	24
• Ensure a variety of water conservation informational brochures are available for customers.	6	6	4

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Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 2,522,594	$ 2,621,189	$ 2,651,000	$ 3,004,700
Overtime	162,320	141,463	148,000	208,300
Other Pay	16,554	16,226	18,000	22,000
Benefits and Taxes	1,068,754	1,133,704	1,254,000	1,657,400
Total Personal Service Costs	3,770,222	3,912,582	4,071,000	4,892,400
Operating Expenditures	4,275,949	3,852,742	4,100,000	5,412,600
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	7,281,538	17,423,946	32,186,741	6,591,500
Debt Service	5,688,715	6,631,741	5,435,332	7,186,500
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	$21,016,424	$31,821,011	$45,793,073	$24,083,000
Staffing:				
Full-Time	64	67	76	78
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ 133,659	$ 167,157	$ 254,500	$ 292,100
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	166,148	168,621	121,000	199,700
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	104	2,793	2,300	9,900
5241 - Communications and Freight Services	203,808	189,123	176,200	214,400
5243 - Utility Services	1,142,164	1,039,178	1,194,750	1,535,500
5244 - Rentals and Leases	7,998	5,819	5,000	11,000
5245 - Insurance	112,871	102,534	137,000	143,500
5246 - Repairs and Maintenance Services	890,392	775,201	746,400	1,048,700
5247 - Printing and Binding	33,907	29,239	31,200	47,500
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	375,360	69,702	9,200	12,700
5251 - Office Supplies	20,899	15,516	20,000	26,600
5252 - Operating Supplies	839,973	820,071	872,950	1,144,400
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	33,092	37,437	37,000	47,500
5255 - Bank Charges	87,595	95,986	111,000	240,000
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	227,979	227,474	284,000	356,100
9904 - Fleet Maintenance - Allocated Costs	-	106,891	77,500	83,000
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 4,275,949	$ 3,852,742	$ 4,080,000	$ 5,412,600

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WATER/SEWER UTILITY FUND
CAPITAL OUTLAY BUDGET DETAIL

	Capital Budget
Water and Wastewater Projects:	
Alternative Water Supply (West Volusia AWS)	$ 150,000
LFA Well (Bracksih Deep Well)	50,000
Magdalena Well	100,000
Reclaimed Water System Interconnect	368,700
Engineering Fisher Operating Permit Renewal	50,000
Eastern Wastewater Treatment Plant (EWWTP)	1,500,000
Ft. Smith - Section 4B	75,000
Howland Blvd. Utility Relocate, Phase 3	500,000
Lake Monroe Reclaim Withdrawal Phase 4A	500,000
Lake Monroe Reclaim Withdrawal Phase 4B	150,000
Reclaimed Water System-Dewey Boster	50,000
Reclaimed Water System-Coventry	100,000
Reclaimed Water System-Live Oak	100,000
EWWTP - LS/FM Improvements	400,000
Magdalena/Saxon Interconnect	50,000
LFA Treatment Plant & Well Design (AWS)	100,000
East Side School Reclaim Connects (CUP/AWS)	50,000
Alexander Ave. Phase 2 RIB	400,000
Farrington Lift Station & Force Main	150,000
Lift Station Rehabs	75,000
Rehab Sewer Collection System	100,000
Retirement Meters	60,000
Water Main Replacements	200,000
Water Meters & Related Materials	50,000
Well Rehabs	200,000
High Service Pump Upgrades	150,000
Wellington WTP Watermain Upgrade	150,000
	5,828,700

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	Capital Budget
Computer Software and Equipment:	
IT-Switches, Router & Peripherals Replacements	5,000
IP Phone Refresh	2,000
New / Replacement PC's - Tablets - Laptops	21,200
Replacement UPS	5,000
Server Blade Replacements	20,000
Storage (SAN) Upgrade Replacements	60,000
Multi-Function Color Copier	7,000
UB-CIS - Munis Upgrade	40,000
Hydraulic Modeling Software	20,000
SCADA System Upgrade	150,000
	330,200
Other Equipment:	
Deltona Water Security Features	75,000
Modular Office at Fisher Plant	55,000
Ford F-150 Truck - EWWTP	27,000
Ford F-250 Trucks (2) - Field Operations	74,000
Ford F-150 Truck - Water Operations	27,000
Truck Utility Beds	15,600
John Deer Gator HPX Diesel	10,000
Vibratory Plate Compactor	9,000
Valve Insertion Machine	85,000
Locating Machine	30,000
Pneumatic Electric Lift 2,000-5,000 lbs.	25,000
	432,600
	$ 6,591,500

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Water Utility Capital Projects – Budget FY 15/16

Capital Improvement Projects

Alternative Water Supply (West Volusia AWS) **FY 15/16:** $150,000

This is an on-going project potentially over the span of years. Regionally, there is not enough water availability for current or future demands. Reductions in groundwater allocations by the St. Johns River Water Management District (SJRMD) are forcing this capital expense on many area municipalities. While the cost is unknown at this time, it has potential costs of a very large magnitude.

LFA Well (Brackish Deep Well) **FY 15/16:** $50,000 (Grant)

The scope of this project is complete construction of a brackish aquifer test well and related engineering study and research required to evaluate the hydrogeological characteristics of the Lower Floridan Aquifer (LFA). Grant funding provided at 100%.

Magdalena Well **FY 15/16:** $100,000

There is a need for an additional well at the City's Magdalena well site. With the recent completion of the ground storage tank, the additional well will ensure that an adequate supply of water is available during peak demand times. This well will increase operational continuity as related to maintaining water pressure for public health and/or fire protection. The scope of this project covers engineering, design and permitting. The construction phase of this project will begin in FY 16/17.

Reclaimed Water System Interconnect **FY 15/16:** $368,700

This reclaimed interconnect project is identified as one of the West Volusia Water Suppliers' projects that has been determined to be necessary to share water resources with other entities involved. This is also a requirement of the City's CUP. This is a carry-over project from FY 14/15.

Engineering-Fisher Operating Permit Renewal **FY 15/16:** $50,000

The operating permit for the existing wastewater treatment facility is required to be renewed every five years. Renewal of this license is very complex and requires the assistance of outside professionals.

Expansion Projects

Eastern Wastewater Treatment Plant **FY 15/16:** $1,500,000

This is an on-going project and is anticipated to be completed in early FY 15/16. Funding has been secured via a low interest loan from the State of Florida's Clean Water State Revolving Fund Loan. This plant will support the development on the east side of the City and help alleviate some of the flows that go through the current wastewater treatment plant.

Ft. Smith – Section 4B **FY 15/16:** $75,000

This is an on-going project to relocate utilities as part of the Ft. Smith road widening project. The City is simultaneously relocating the utilities located in the area while at the same time expanding the system.

Howland Blvd. Utility Relocation Ph. 3 **FY 15/16:** $500,000

This is a multi-year project and is anticipated to be completed in FY 15/16. Utilities will be relocated as part of the County road widening project. The City is simultaneously relocating the utilities located in the area while at the same time expanding the system. There is grant funding available for the reclaimed water portion of the project at 40% of submitted construction costs. Grant funds are anticipated to be received in FY 14/15.

Lake Monroe Project Phase 4A **FY 15/16:** $500,000

The scope of this project consists of completion of engineering and permitting services and to begin construction related to improvements to the 122 acre RIB site. This project includes a lined reservoir, filter equipment, chemical feed equipment, and alum feed system, piping, appurtenances, electrical & instrumentation, and site work. There is potential grant funding estimated at 33% of construction costs.

Lake Monroe Project Phase 4B **FY 15/16:** 150,000

This project covers the beginning of engineering and permitting services for Phase 4B of the Lake Monroe project. The scope of the project includes the pipeline, intake structures, pump station, and an additional 2MG storage tank. There is potential grant fund estimated at 33% of construction costs.

Reclaimed Water System-Dewey Boster **FY 15/16:** $50,000

This project is designed to expand the existing reclaim water service to additional areas. This project is part of a larger effort to provide alternative means of irrigation for customers to reduce the impact on the draw from the aquifer.

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Reclaimed Water System-Coventry **FY 15/16:** $100,000

This project is designed to expand the existing reclaim water service to additional areas. This project is part of a larger effort to provide alternative means of irrigation for customers to reduce the impact on the draw from the aquifer.

Reclaimed Water System-Live Oak **FY 15/16:** $100,000

This project is designed to expand the existing reclaim water service to additional areas. This project is part of the larger effort to provide alternative means of irrigation for customers to reduce the impact on the draw from the aquifer.

EWWTP – LS/Force Main (FM) Improvements **FY 15/16:** $400,000

This is an on-going project. The scope of the project covers the design and necessary construction to modify 46 lift stations, public and private, that will be impacted by redirecting flows to the new Eastern Water Reclamation Facility.

Magdalena/Saxon Interconnect **FY 15/16:** $50,000

The interconnect between Plant 16 and Plant 7 is needed to supply the Plant 16 storage tank. Currently, water demand can drain down the tank faster than the existing well can supply water. The facility could run out of water during a heavy demand cycle such as when firefighting. This well will increase operational continuity as related to maintaining water pressure for public health and/or fire protection.

LFA Treatment Plant & Well Design (AWS) **FY 15/16:** $100,000

The scope of this project includes design and permitting of treatment facilities for Lower Floridan Aquifer (LFA) water sources.

East Side School Reclaim Connects (CUP/AWS) **FY 15/16:** $50,000

This project is designed to expand the existing reclaim water service to additional areas. This project is part of the larger effort to provide alternative means of irrigation for customers to reduce the impact on the draw from the aquifer.

Alexander Ave. Phase 2 RIB **FY 15/16:** $400,000

This RIB site is physically located on the southern portion of the 122 acre site. The completion and operation of the EWRF relies on the completion of this project as part of the issued FDEP permit for the EWRF. Development in the City's growth areas and the SR 415 corridor depends upon the provision of sewer service as well as the success of this project.

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Farrington Lift station & Force Main **FY 15/16:** $150,000

Utility improvements are required as part of the overall City-wide road improvements plan. As part of the road improvement project, the City is simultaneously installing sanitary sewer service to save future costs. This project consists of a lift station and associated force main needed to connect the sanitary sewer to the current Deltona Water sewer system.

Renewal & Replacement Projects

Lift Station Rehabs **FY 15/16:** $75,000

This is an annually recurring project at various locations. Lift station failures result in loss of sewer service to customers as well as sanitary sewer overflows (SSO's) to the environment. SSO's can result in administrative fines from FDEP or EPA. A proactive approach is less costly than costs associated with emergency repair, clean up and fines.

Rehab Sewer Collection System **FY 15/16:** $100,000

This is an annually recurring project at various locations. Not addressing the aging sewer collection system would likely result in failure. A failure will cause a loss in sewer service to the residents and an environmental release of raw sewage into the surrounding communities and environment. Repairing the collection system not only avoids costs associated with emergency repairs but also reduces the amount of ground water leaking into the system that is then treated at the wastewater facility.

Retirement Meters **FY 15/16:** $60,000

This is an annually recurring project at various locations. The City is required to retire meters after a specified period of time in order to remain in compliance with FAC 62-555. Retiring meters ensures proper accountability of consumption and ensures that the flow is registered accurately.

Water Main Replacements **FY 15/16:** $200,000

This is an annually recurring project at various locations. Water main failures can result in an interruption in service and impact public health as well as having detrimental effects on fire protection. In some instances, the mains are increased in size to accommodate the installation of fire hydrants in the surrounding areas. The benefit of reducing the loss of service, improving reliability and fire protection to residents exceeds anticipated costs.

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Water Meters & Related Materials **FY 15/16:** $50,000

This is an annually recurring project at various locations. All potable water must be registered and accounted for in order to be in compliance with FAC 62-555. In order to register all potable water, all service lines must be metered. Additionally, this will ensure that all water usage is being accounted for and that revenue is being properly billed and monitored.

Well Rehabs **FY 15/16:** $200,000

This is an annually recurring project at various locations. The public supply wells produce drinking water for the City. Failure to rehab and maintain operational continuity would affect public health. Providing maintenance also allows the utility to maintain production levels from the wells. Inspection and maintenance of existing wells is cost effective compared to the costs of relocating or requesting a replacement well through the Water Management District.

High Service Pump Upgrades **FY 15/16:** $150,000

High service pumping facilities at the Lombardy, Sagamore, and Courtland 8 Water Treatment Plants are in need of upgrades. The scope of this project includes engineering and permitting as well as construction of improvements at the Sagamore Water Treatment Plant.

Wellington WTP Watermain Upgrade **FY 15/16:** $150,000

The primary watermain leaving the Wellington WTP needs to be replaced. This project will include the engineering, design and permitting with construction anticipated to commence in FY16/17.

<u>Communications and Capital Equipment</u>

Deltona Water Security Features **FY 15/16: $** 75,000

The threat of burglary, violence and vandalism is on the rise. Providing necessary protection for employees should be of utmost concern to the City. The scope of this project includes enhancements which will add a layer of security to City employees. Additional security features will be a deterrent to crime.

Modular Office @ Fisher Plant **FY 15/16:** $55,000

The current break room facility located at Fisher was purchased in 1996. The roof is beyond repair and the interior has structural damage and evidence of mold throughout. The facility no longer meets regulatory wind codes (only 110mph).

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Ford F-150 (1) – EWWTP **FY 15/16:** $27,000

EWWTP – The current Wastewater operation division does not have a sufficient number of vehicles to accommodate the new positions associated with the new Eastern Wastewater Treatment Plant. One new vehicle is being requested to be utilized by the employees who respond to the facility including after hours while "on call" in addition to performing their daily duties which include checking associated off site-reclaimed water facilities as required under the facility's operating permit.

Ford F-250 (2) – Field Operations **FY 15/16:** $74,000

The Field Operations division does not have enough vehicles to meet the needs of a full crew. Many tasks require only one person to complete; the limited number of existing vehicles hinders the ability to complete these tasks concurrently. (E.g. service orders, disconnects, valve exercising, etc.)

Ford F-150 (1) – Water **FY 15/16:** $27,000

The Deltona Water Plant Operations Division's fleet is getting older and many trucks are near or have exceeded their expected useful life. It is imperative to begin phasing in new vehicles in order to limit the down time of the entire fleet as all vehicles are used daily to complete tasks.

Truck Utility Beds **FY 15/16:** $15,600

Several trucks have existing truck beds that are in poor shape due to the age and nature of the work they are used for. These trucks appear to be in good mechanical shape so replacing just the beds will allow the City to get additional life out of the vehicle.

John Deere Gator HPX Diesel **FY 15/16:** $10,000

A Gator is needed at the EWWTP for the transportation of materials around the plant. There are many locations on the site where a regular sized vehicle does not fit.

Vibratory Plate Compactor **FY 15/16:** $9,000

The Field Operations staff currently makes repairs that often require the area to be compacted. A large capacity compactor is required to properly compact the fill for a road crossing and other improvements. It is imperative that this division have one of these compactors so that staff does not have to rent this type of equipment in order to complete repairs.

Valve Insertion Machine **FY 15/16:** $85,000

The Utility does not currently have the capability to perform large size taps without interruption of service. This machine will allow taps to be made on larger diameter pipes without the need to interrupt services to do so.

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Locating Machine **FY 15/16:** $30,000

A locating machine is required to locate water and sewer lines on a daily basis. It is a requirement for locates to be completed before anyone can dig, therefore it is the Utility's responsibility to locate and mark the appropriate lines.

Pneumatic Electric Lift 2,000-5,000 lbs. **FY 15/16:** $25,000

A pneumatic lift is needed at the EWRF to dump the Rhino Dumpster as well as unload shipments and deliveries.

IT-Switches, Router & Peripherals **FY 15/16:** $5,000

This project includes replacing access switches at the Deltona Water sites. There are some switches that are no longer under warranty and if they fail, they will need to be replaced. If they are not replaced then the City could face a loss of service in some areas on the City network. Additionally, some network equipment is currently out of life cycle and is causing service interruptions such as call delays and network issues. The replacement switches are needed so that City departments and personnel can continue to perform their job functions without interruption.

IP Phone Refresh **FY 15/16:** $2,000

This project will continue the replacement of IP phones throughout Deltona Water to increase speed and reliability within the Utility‘s voice infrastructure. This project also includes the addition of phones for the EWRF.

New / Replacement PC’s – Tablets - Laptops **FY 15/16:** $21,200

The scope of this project is multi-fold. Deltona Water has several computers that are out of warranty and beginning to fail. Parts are becoming obsolete and the computers must be replaced as they are a vital part of operations ($10,000). The Utility is requesting three (3) desktop computers ($2,700) and two (2) laptops with docking stations and monitors for the EWRF. Customer Service is requesting one (1) computer for the MVRS computer ($900) in addition to established replacements and one (1) laptop with docking station and dual monitors ($2,000) to replace the Billing Supervisor’s laptop. Lastly, the Administration division is requesting a laptop with docking station and dual monitors to replace the Chief Utility Accountant’s current desktop version.

Replacement UPS **FY 15/16:** $5,000

The scope of this project is to replace UPS boxes that are damaged or in need of replacement due to age and end of life. UPS boxes provide essential protection from power fluctuations and lightning strikes by allowing services to remain online during storms and power surges without interruption.

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Server Blade Replacements **FY 15/16:** $20,000

All of the City's critical applications that provide critical services run on Dell server blades that are running out of warranty. The warranty on these devices cannot be extended and they need to be replaced so we can ensure continued hardware support from Dell when issues arise. New server blades also ensure that we have the latest software patches to ensure optimization and improve performance City-wide. Replacement server blades ensure that hardware outages are addressed the same day, thereby reducing staff downtime.

Storage (SAN) Upgrade Replacements **FY 15/16:** $60,000

The Utility currently utilizes two SAN units that handle all of its storage. To ensure uptime and optimum productivity, the SAN units need to be updated every 5 years. This will ensure that the City maintains a quality of service at Deltona Water for both employees and customers of the Utility.

Multi-Function Color Copier **FY 15/16:** $7,000

The EWRF is in need of a multi-function color copier for the new location that can handle the facility as a primary means of printing, scanning, faxing and copying.

UB-CIS Munis Upgrade **FY 15/16:** $40,000

The Utility is currently utilizing the Utility Billing Classic Module in MUNIS. MUNIS is moving away from this module and is switching to their UB CIS version which will offer only limited options for Classic customers. The transition to UB CIS will be a lengthy process that will most likely span over 2 years. Current data must be cleaned up and converted to meet the requirements of the new system. There are many useful enhancements with UBCIS that benefit not only the City's Customer Representatives but will better customer experience with the Utility. This cost is an estimate for the module, specific data conversions and an estimate for scripting or programming that may be needed. Actual training costs are budgeted for in the Customer Service O&M budget.

Hydraulic Modeling Software **FY 15/16:** $20,000

The City does not currently have Hydraulic Modeling Software that will allow staff to simulate water, wastewater and reclaimed water systems for capacity purposes.

SCADA System Upgrade **FY 15/16:** $150,000

Regulatory required improvements have resulted in additional sampling and monitoring locations. This has significantly increased the amount of time that it takes data to be transmitted to Operations staff for review and response. Improvements to SCADA system equipment will reduce the amount of polling time for Water Treatment Plants. This upgrade will allow the system to evaluate splitting or sending all signals to the EWRF.

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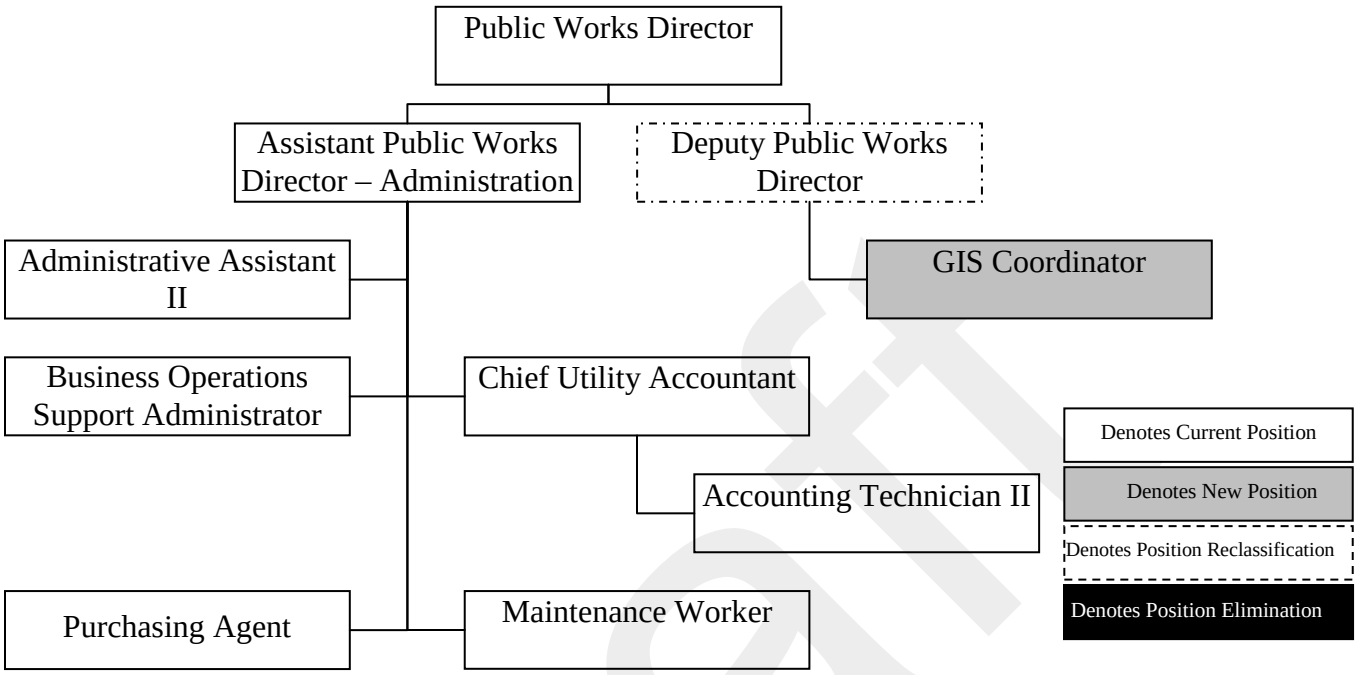
WATER/SEWER UTILITY FUND

ADMINISTRATION DIVISION



ADMINISTRATION DIVISION							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Assist. Public Works Director-Adm.	-	1	1	1	-	1	20
Chief Utility Accountant	1	1	1	1	-	1	18
Business Operations Support Adm.	1	1	1	1	-	1	16
Purchasing Agent	1	1	1	1	-	1	13
GIS Coordinator	-	-	-	-	1	1	12
Accounting Technician II	-	-	1	1	-	1	11
Accounting Technician	1	1	-	-	-	-	9
Administrative Assistant II	1	1	1	1	-	1	8
Maintenance Worker	1	1	1	1	-	1	2
TOTAL	**6**	**7**	**7**	**7**	**1**	**8**	

Functional Duties: The Administration Division of Deltona Water sets department goals and objectives, and oversees department budget and capital improvement projects. The Administration Division provides administrative and technical support to all divisions within Deltona Water including Water Plant Operations, Wastewater Plant Operations, Customer Service and Billing, and Water/Wastewater Field Operations Divisions.

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Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 394,009	$ 382,035	$ 371,000	$ 407,700
Overtime	3,214	2,443	4,000	8,000
Other Pay	-	-	-	-
Benefits and Taxes	138,076	148,713	160,000	212,800
Total Personal Service Costs	535,299	533,191	535,000	628,500
Operating Expenditures	776,829	486,185	533,300	600,100
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	57,324	55,608	16,600	140,200
Debt Service	5,688,715	6,631,741	5,435,332	7,186,500
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	$ 7,058,167	$ 7,706,725	$ 6,520,232	$ 8,555,300
Staffing:				
Full-Time	6	7	7	8
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ 18,200	$ 27,231	$ 60,000	$ 24,600
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	5,153	2,093	3,000	5,300
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	8	220	-	3,700
5241 - Communications and Freight Services	806	1,669	2,000	2,000
5243 - Utility Services	20,800	22,999	19,100	25,000
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	112,871	102,534	137,000	143,500
5246 - Repairs and Maintenance Services	5,819	22,557	6,700	10,900
5247 - Printing and Binding	370	-	-	300
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	367,993	63,317	500	200
5251 - Office Supplies	5,887	3,206	5,000	10,500
5252 - Operating Supplies	9,824	6,432	9,500	9,500
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	1,119	6,213	5,000	6,500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	227,979	227,474	284,000	356,100
9904 - Fleet Maintenance - Allocated Costs	-	240	1,500	2,000
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 776,829	$ 486,185	$ 533,300	$ 600,100

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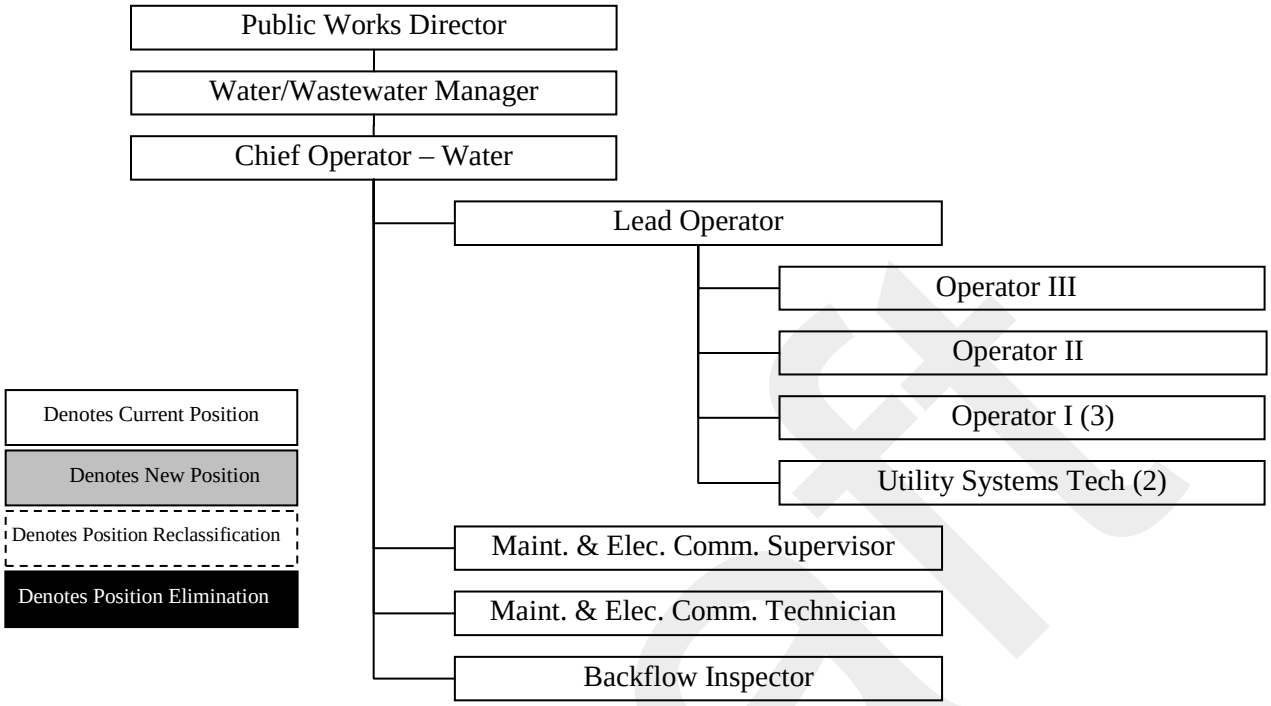
WATER/SEWER UTILITY FUND
WATER PLANT OPERATIONS DIVISION



WATER PLANT OPERATIONS DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Water/Wastewater Manager	1	1	1	1	-	1	19
Chief Operator	1	1	1	1	-	1	18
Lead Operator	1	1	1	1	-	1	55W
Operator III	1	1	1	1	-	1	54W
Maint. & Electronic Comm. Sup.	-	-	1	1	-	1	13
Electronic Comm. & Systems Spec.	1	1	-	-	-	-	12
Operator II	1	1	1	1	-	1	52W
Operator I	2	3	3	3	-	3	50W
Maint. & Electronic Comm Tech.	-	-	1	1	-	1	10
Elect. Comm. & Systems Technician	1	1	-	-	-	-	9
Utility Systems Tech. I	1	1	2	2	-	2	8
Backflow Inspector	1	1	1	1	-	1	4
TOTAL	**11**	**12**	**13**	**13**	**-**	**13**	

Functional Duties: The responsibilities of the Water Plant Operations Division are to provide quality water to the citizens of Deltona and to operate and maintain the City's water system in a safe, economical and environmentally sound manner.

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Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 409,638	$ 486,919	$ 434,000	$ 561,600
Overtime	32,007	32,419	37,000	67,800
Other Pay	3,182	4,162	5,000	7,300
Benefits and Taxes	162,672	193,419	195,000	294,300
Total Personal Service Costs	607,499	716,919	671,000	931,000
Operating Expenditures	1,342,026	1,366,353	1,426,900	1,670,900
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	397,115	169,046	41,649	192,600
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	$ 2,346,640	$ 2,252,318	$ 2,139,549	$ 2,794,500
Staffing:				
Full-Time	11	12	13	13
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ 85,370	$ 104,389	$ 159,000	$ 135,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	24,237	30,669	22,500	46,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	396	1,000	1,500
5241 - Communications and Freight Services	8,160	8,171	8,500	8,000
5243 - Utility Services	443,326	461,418	499,000	525,000
5244 - Rentals and Leases	1,360	-	-	3,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	274,617	241,567	208,200	340,700
5247 - Printing and Binding	1,414	1,264	200	1,500
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	86	225	-	1,000
5251 - Office Supplies	3,262	1,428	2,500	4,000
5252 - Operating Supplies	475,278	479,287	487,000	560,200
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	24,916	25,817	26,000	28,000
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	11,722	13,000	17,000
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 1,342,026	$ 1,366,353	$ 1,426,900	$ 1,670,900

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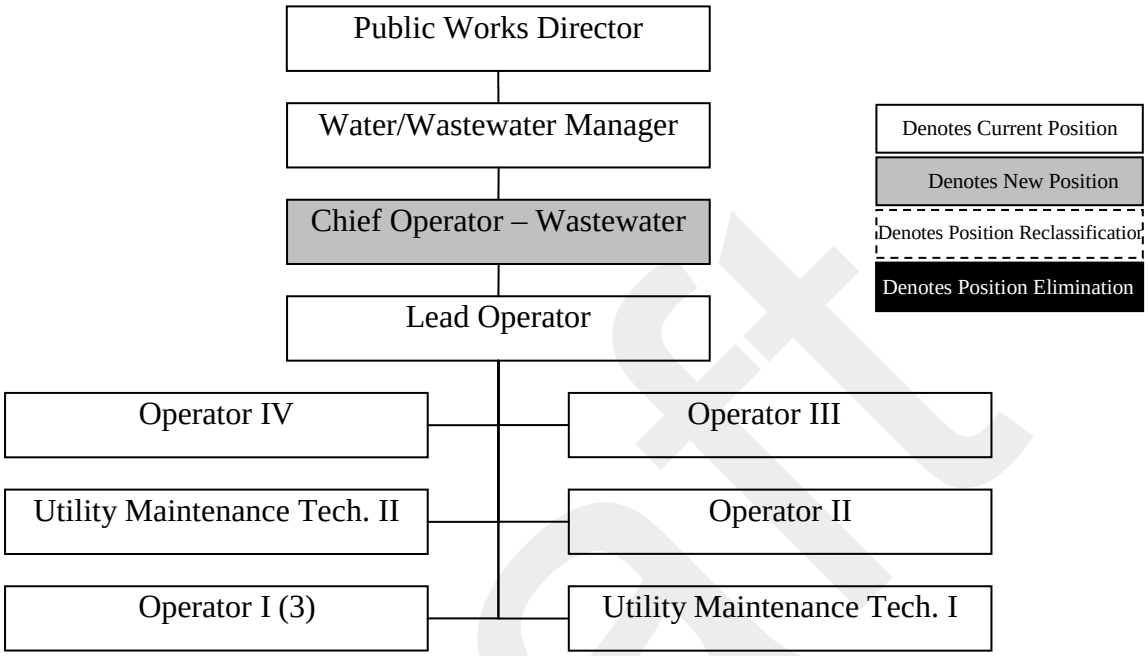
WATER/SEWER UTILITY FUND

WASTEWATER PLANT OPERATIONS DIVISION



WASTEWATER PLANT OPERATIONS DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Chief Operator	-	-	-	-	1	1	18
Operator IV	1	1	1	1	-	1	56W
Lead Operator	1	1	1	1	-	1	55W
Operator III	1	1	1	1	-	1	54W
Lead Maintenance Tech.	1	1	-	-	-	-	12
Operator II	1	1	1	1	-	1	52W
Utillity Maintenance Tech. II	-	-	1	1	-	1	11
Operator I	2	2	3	3	-	3	50W
Utility Maintenance Tech. I	1	1	1	1	-	1	8
Wastewater Operator Trainee	1	1	-	-	-	-	WT1
TOTAL	**9**	**9**	**9**	**9**	**1**	**10**	

Functional Duties: The duties of the Wastewater Plant Operations Division are to provide sound treatment and the safe disposal of wastewater while protecting property and the environment.

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Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 437,661	$ 400,085	$ 395,000	$ 349,700
Overtime	41,996	34,244	34,000	21,400
Other Pay	6,162	4,728	5,000	3,700
Benefits and Taxes	181,218	172,357	174,000	188,200
Total Personal Service Costs	667,037	611,414	608,000	563,000
Operating Expenditures	1,199,646	1,001,396	1,076,100	1,000,900
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	664,300	158,380	96,097	105,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	$ 2,530,983	$ 1,771,190	$ 1,780,197	$ 1,668,900
Staffing:				
Full-Time	9	9	9	10
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ 27,724	$ 28,587	$ 33,000	$ 35,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	23,493	26,544	15,000	27,500
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	500
5241 - Communications and Freight Services	1,894	1,948	2,100	2,800
5243 - Utility Services	672,538	549,086	588,000	480,000
5244 - Rentals and Leases	1,028	251	500	1,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	276,000	201,625	222,500	234,700
5247 - Printing and Binding	-	-	-	500
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	167	489	500	500
5251 - Office Supplies	1,778	301	2,000	2,100
5252 - Operating Supplies	193,990	175,805	198,500	204,300
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	1,034	975	2,000	1,000
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	15,785	12,000	11,000
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 1,199,646	$ 1,001,396	$ 1,076,100	$ 1,000,900

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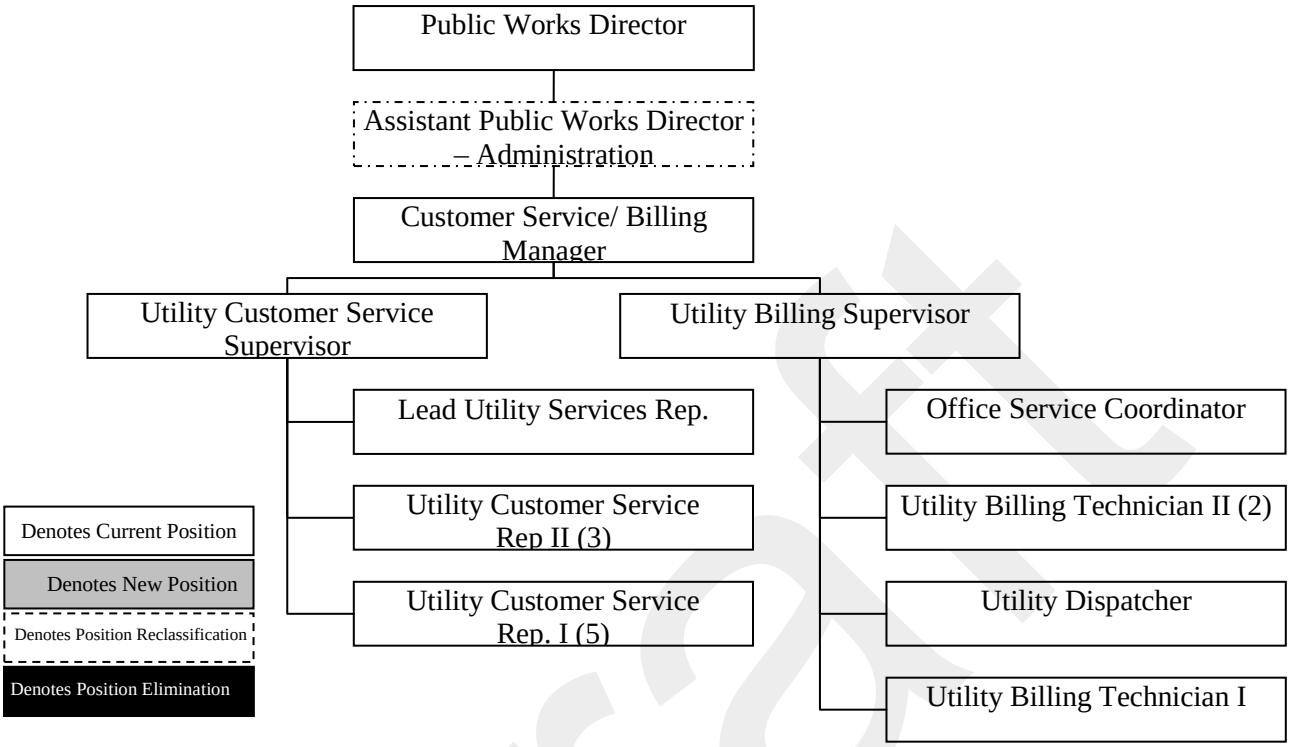
WATER/SEWER UTILITY FUND

CUSTOMER SERVICE AND BILLING DIVISION



WATER/WASTEWATER FIELD OPERATIONS DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Utility Systems Tech. Manager	1	1	1	1	-	1	19
Utility Systems Supervisor	1	1	1	1	-	1	15
Utility Systems Tech. II	4	4	4	4	-	4	10
Utility Systems Tech. Specialist	2	2	2	2	-	2	9
Utility Systems Tech. I	4	5	6	6	-	6	8
Customer Service Field Tech. II	2	2	2	2	-	2	7
Meter Reader	5	5	5	5	-	5	6
Utility Systems Tech. Trainee I	3	3	3	3	-	3	5
TOTAL	**22**	**23**	**24**	**24**	**-**	**24**	

Functional Duties: The duties of the Customer Service and Billing Divisions are to supply the customers of Deltona Water with accurate and timely utility bills while providing courteous and efficient customer service.

Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 475,632	$ 461,874	$ 466,000	$ 494,000
Overtime	16,686	8,635	4,000	8,000
Other Pay	-	-	-	-
Benefits and Taxes	210,643	211,869	246,000	303,700
Total Personal Service Costs	702,961	682,378	716,000	805,700
Operating Expenditures	442,783	430,753	400,500	631,500
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	58,372	4,881	84,252	115,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	$ 1,204,116	$ 1,118,012	$ 1,200,752	$ 1,552,200
Staffing:				
Full-Time	16	16	17	17
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ 2,280	$ 4,290	$ 2,000	$ 15,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	107,071	100,494	70,000	99,800
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	55	2,119	1,000	3,200
5241 - Communications and Freight Services	190,679	175,422	161,000	197,200
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	5,610	5,568	4,000	6,200
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	3,255	5,572	8,500	9,900
5247 - Printing and Binding	31,293	26,831	30,000	43,700
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	-	-	-
5251 - Office Supplies	8,654	10,233	8,500	7,700
5252 - Operating Supplies	3,343	2,163	3,500	4,000
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	2,948	1,800	-	3,800
5255 - Bank Charges	87,595	95,986	111,000	240,000
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	275	1,000	1,000
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 442,783	$ 430,753	$ 400,500	$ 631,500

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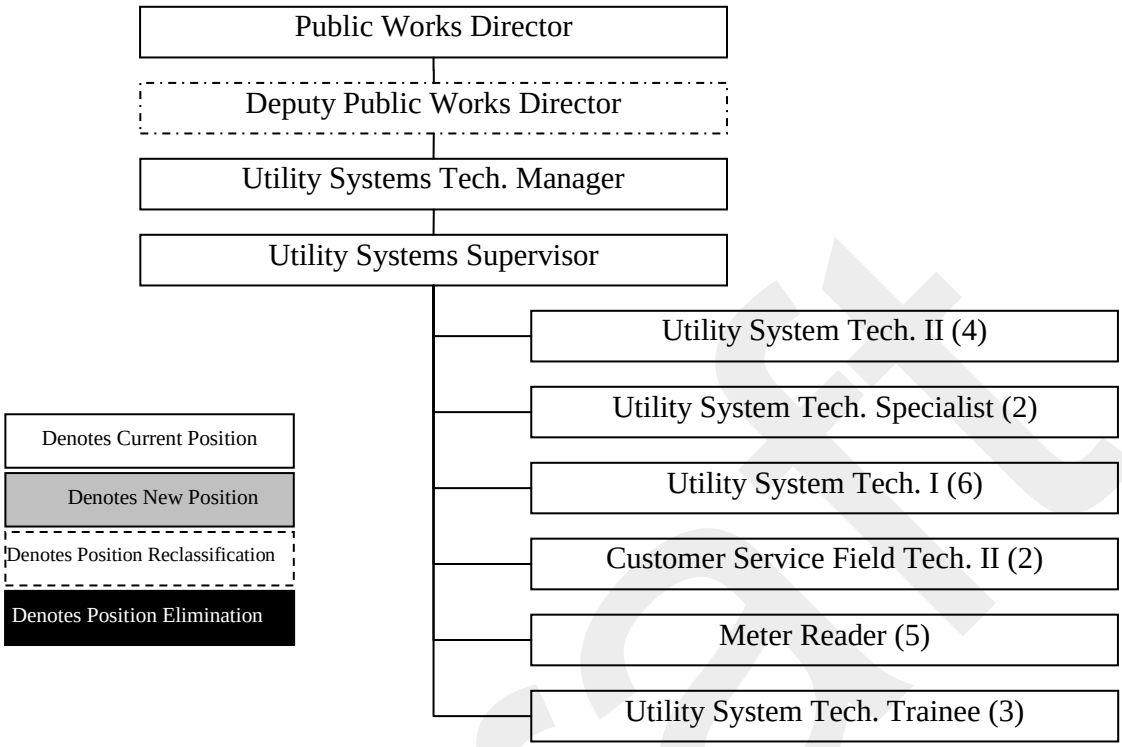
WATER/SEWER UTILITY FUND
WATER/WASTEWATER FIELD OPERATIONS DIVISION



WATER/WASTEWATER FIELD OPERATIONS DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Utility Systems Tech Manager	1	1	1	1	-	1	19
Utility Systems Supervisor	1	1	1	1	-	1	15
Utility Systems Tech II	4	4	4	4	-	4	10
Utility Systems Tech Specialist	2	2	2	2	-	2	9
Utility Systems Tech I	4	5	6	6	-	6	8
Customer Service Field Tech II	2	2	2	2	-	2	7
Meter Reader	5	5	5	5	-	5	6
Utility Systems Tech Trainee I	3	3	3	3	-	3	5
TOTAL	**22**	**23**	**24**	**24**	**-**	**24**	

Functional Duties: The responsibility of the Water/Wastewater Field Operations Division is to operate and maintain the City's water distribution and wastewater collection systems in a safe, economical and environmentally sound manner.

Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ 805,654	$ 890,276	$ 954,000	$ 978,300
Overtime	68,417	63,722	68,000	88,200
Other Pay	7,210	7,336	8,000	7,300
Benefits and Taxes	376,145	407,346	461,000	531,500
Total Personal Service Costs	1,257,426	1,368,680	1,491,000	1,605,300
Operating Expenditures	514,665	568,055	511,500	590,700
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	6,104,427	17,036,031	31,923,144	5,976,700
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	$ 7,876,518	$ 18,972,766	$33,925,644	$ 8,172,700
Staffing:				
Full-Time	22	23	24	24
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ 85	$ 2,660	$ 500	$ 7,500
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	6,194	8,821	5,000	8,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	41	58	-	500
5241 - Communications and Freight Services	2,269	1,913	2,100	2,400
5243 - Utility Services	5,500	5,675	5,200	5,500
5244 - Rentals and Leases	-	-	500	300
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	330,701	303,880	300,500	355,000
5247 - Printing and Binding	830	1,144	1,000	1,000
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	7,114	5,671	8,200	10,000
5251 - Office Supplies	1,318	348	2,000	1,000
5252 - Operating Supplies	157,538	156,384	133,500	143,200
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	3,075	2,632	3,000	6,300
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	78,869	50,000	50,000
5882 - Aid To Private Organizations	-	-	-	-
Total	$ 514,665	$ 568,055	$ 511,500	$ 590,700

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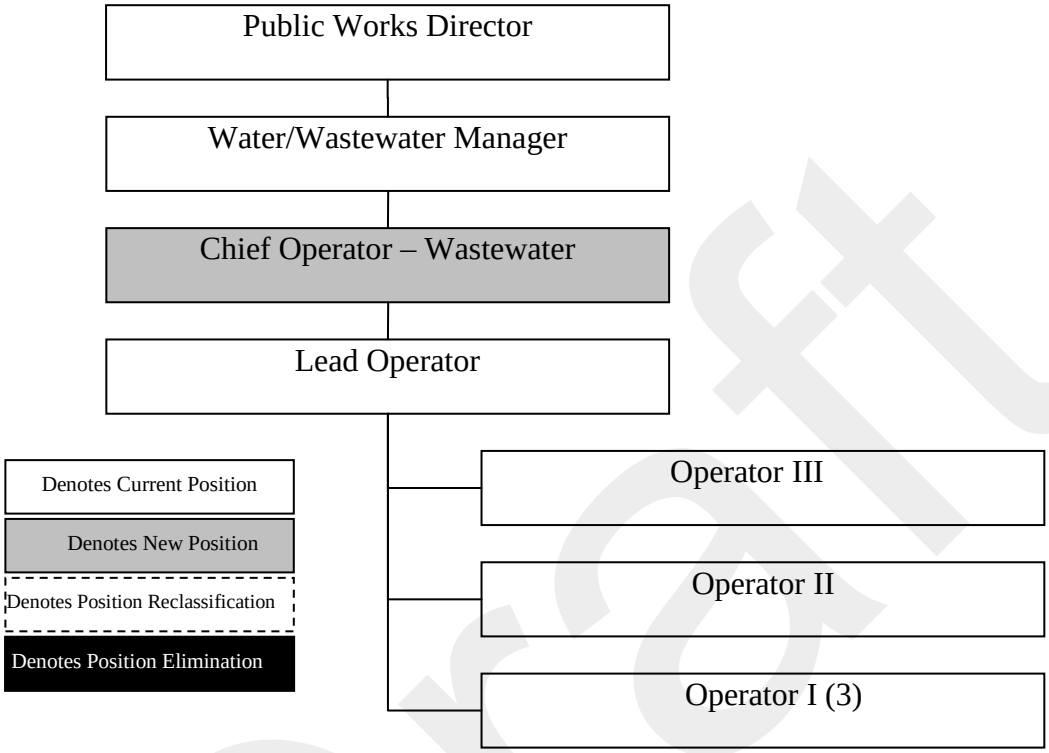
WATER/SEWER UTILITY FUND

EASTERN WASTEWATER TREATMENT PLANT DIVISION



EASTERN WASTEWATER TREATMENT PLANT DIVISION							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	**Number of Positions**						
Position Title	**FY 12/13**	**FY 13/14**	**Budget FY 14/15**	**Adjusted FY 14/15**	**Change FY 15/16**	**FY 15/16**	**Pay Grade**
Lead Operator	-	-	1	1	-	1	55W
Operator III	-	-	1	1	-	1	54W
Operator II	-	-	1	1	-	1	52W
Operator I	-	-	3	3	-	3	50W
TOTAL	**-**	**-**	**6**	**6**	**-**	**6**	

Functional Duties: The duties of the Eastern Wastewater Treatment Plant Division are to provide sound treatment and the safe disposal of wastewater while protecting property and the environment.

Draft

Summary

	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Personal Services:				
Salaries & Wages	$ -	$ -	$ 31,000	$ 213,400
Overtime	-	-	1,000	14,900
Other Pay	-	-	-	3,700
Benefits and Taxes	-	-	18,000	126,900
Total Personal Service Costs	-	-	50,000	358,900
Operating Expenditures	-	-	151,700	918,500
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	24,999	62,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	$ -	$ -	$ 226,699	$ 1,339,400
Staffing:				
Full-Time	-	-	6	6
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	$ -	$ -	$ 20,000	$ 75,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	-	-	5,500	13,100
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	300	500
5241 - Communications and Freight Services	-	-	500	2,000
5243 - Utility Services	-	-	83,450	500,000
5244 - Rentals and Leases	-	-	-	500
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	-	-	-	97,500
5247 - Printing and Binding	-	-	-	500
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	-	-	1,000
5251 - Office Supplies	-	-	-	1,300
5252 - Operating Supplies	-	-	40,950	223,200
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	-	-	1,000	1,900
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	2,000
5882 - Aid To Private Organizations	-	-	-	-
Total	$ -	$ -	$ 151,700	$ 918,500

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CAPITAL PROJECT FUNDS SUMMARY

	Municipal Complex	Park Projects	Replacement Equipment	Total
SOURCES				
Grant Funding	$ -	$ 580,000	$ -	$ 580,000
Special Assessments	-	-	-	-
Interest Income	6,200	900	5,200	12,300
Miscellaneous Revenue	-	-	-	-
Total Revenues:	6,200	580,900	5,200	592,300
Transfers In	-	100,000	1,300,000	1,400,000
Debt Proceeds	-	-	-	-
Fund Balance Carryforward	1,738,436	459,418	2,218,615	4,416,469
Total Sources:	$ 1,744,636	$ 1,140,318	$ 3,523,815	$ 6,408,769
USES				
Capital Outlay	$ 375,000	$ 1,030,000	$ 2,281,500	$ 3,686,500
Total Expenditures:	375,000	1,030,000	2,281,500	3,686,500
Ending Fund Balance	1,369,636	110,318	1,242,315	2,722,269
Total Uses:	$ 1,744,636	$ 1,140,318	$ 3,523,815	$ 6,408,769

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MUNICIPAL COMPLEX FUND
SOURCES & USES

The Municipal Complex Fund is used to account for the fiscal activities related to the funding and construction of capital facilities for City operations. This fund is typically funded by a transfer from the General Fund when capital facilities or facility improvements are needed.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Grant Funding	$ -	$ -	$ -	$ -
Miscellaneous Funding	-	-	-	-
Interest Income	11,515	10,420	200	6,200
Total Revenues:	11,515	10,420	200	6,200
Transfer In - General Fund	-	-	-	-
Transfer In - Fire Impact Fees Fund	-	-	-	-
Transfer In - Law Enforcement Impact Fees Fund	-	-	-	-
Fund Balance Carryforward	1,945,122	1,762,425	1,758,236	1,738,436
Total Sources:	$ 1,956,637	$ 1,772,845	$ 1,758,436	$ 1,744,636
Capital Outlay	$ 194,212	$ 14,609	$ 20,000	$ 375,000
Ending Fund Balance	1,762,425	1,758,236	1,738,436	1,369,636
Total Uses:	$ 1,956,637	$ 1,772,845	$ 1,758,436	$ 1,744,636

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MUNICIPAL COMPLEX FUND
CAPITAL OUTLAY BUDGET DETAIL

	Capital Budget	Department
Projects:		
Security for City Hall Lobby Areas	$ 175,000	City Hall
Capital Road Projects (Fiber Optics - ITSD)	100,000	ITSD
Fiber Infrastructure Initiative	100,000	ITSD
	$ 375,000	

Draft

Municipal Complex Fund – Budget FY 15/16

Security for City Hall Lobby Areas **FY 15/16:** $175,000

If this project were not funded, the most severe consequence could be loss of employee and citizen safety. The increased security provided by this project will raise the personal safety comfort level of those employees who interact with citizens and visitors daily but presently have no formal protection. In addition, that advanced level of security provided by this project will serve to strengthen the security of all employees while not reducing the level of service to the public.

Capital Road Projects **FY 15/16:** $100,000

ITSD has requested from Public Works to form a joint venture that will lay down fiber whenever roads are maintained. This fiber will allow us to eliminate our dependence on 3rd party telecommunication providers to connect our remote sites.

Fiber infrastructure Initiative **FY 15/16:** $100,000

This will allow ITSD to start laying down fiber annually to each of our remote sites to allow us to reduce our reliance on external communication vendors such as Bright House.

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PARK PROJECTS FUND
SOURCES & USES

The Park Projects Fund is used to account for the fiscal activities related to the funding and construction of park and recreational facility development. The funding for park projects is derived from a variety of sources including park impact fees, grants, general revenues and donations. The goal is to provide the citizens of Deltona with a parks and recreation system which includes a comprehensive range of recreation and cultural facilities, programs and activities, including informal recreation as well as the provision of excellent facilities and a supportive environment for organized sports programs.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Grant Funding	$ -	$ -	$ 40,500	$ 580,000
Interest Income	693	233	100	900
Other Income	-	-	-	-
Total Revenues:	693	233	40,600	580,900
Transfers In - General Fund	3,000	13,500	750,000	-
Transfers In - Impact Fee Fund	-	-	-	-
Transfers In - Grant Match Fund	-	-	-	100,000
Fund Balance Carryforward	76,507	64,200	10,118	459,418
Total Sources:	$ 80,200	$ 77,933	$ 800,718	$ 1,140,318
Capital Outlay	$ 16,000	$ 67,815	$ 341,300	$ 1,030,000
Ending Fund Balance	64,200	10,118	459,418	110,318
Total Uses:	$ 80,200	$ 77,933	$ 800,718	$ 1,140,318

Draft

PARK PROJECT FUND
CAPITAL OUTLAY BUDGET DETAIL

		Capital Budget
Projects:		
Lakeshore Loop Trail Construction	$	580,000
Dwight Hawkins Park Sports Field Lighting		225,000
Manny Rodriguez Park Sports Field Lighting		225,000
	$	1,030,000

Draft

Parks Projects – Budget FY 15/16

Lakeshore Loop Trail Construction **FY 15/16:** $580,000 (Grant funded)

The scope of this project consists of a twelve foot wide, 0.601 mile long bike/pedestrian spur that will extend from Thornby Park to the lakeside entrance of Green Springs Park. When completed, the trail will link several public resources including Thornby Park, the Deltona boat ramp, the Deltona Community Center and Green Springs Park with the St. Johns River to Sea Trail Loop. The majority of the funding ($480,000) for construction of the Lakeshore Shared Use Path is being provided by the Transportation Planning Organization (TPO); the remaining $100,000 is being funded by the City, however, the City has applied for, and been awarded by County Council, an ECHO grant in the amount of $100,000. Based on this approval, it is anticipated that the final cost to the City will be zero. Construction is anticipated to continue through FY 17/18.

Dwight Hawkins Park Sports Field Lighting **FY 15/16:** $225,000

Installation of a quality sports field lighting system at Dwight Hawkins will provide many benefits for the City of Deltona. Due to Deltona's population, we have two youth football and cheerleading squads while other surrounding cities only have one. Installation of the sports field lighting will relieve pressure on staff trying to accommodate both Pop Warner youth groups. There were a total of 81 football games on one football field at Dewey Boster last year alone. The sports field lighting will limit the exposure of risk for Deltona youth and will add capacity for over 225 participants. Additionally, it will be necessary to complete some dirt work, install turf grass and fence the perimeter of the field for safety concerns. The field maintenance will start in FY 14/15, with the sports field lighting completion in January/February 2016 time frame, ready for the upcoming fall football season. Another important aspect of installing the sports field lighting at Dwight Hawkins is that the City could utilize the area not only as a football field, but as a multi-purpose field, which will provide additional benefits.

Manny Rodriguez Park Sports Field Lighting **FY 15/16:** $225,000

Manny Rodriquez Park offers many recreational opportunities for the citizens of Deltona. At present, the park functions as an overflow practice area for the City's youth baseball teams. The one amenity that is missing from this field is sports field lighting. With sports field lighting, organizations could schedule practices / games which would assist all of the teams by providing another field for use. Sports field lighting would be a great feature for our youth baseball teams who have had some outstanding accolades in competition both regionally and state-wide. Additionally, it will be necessary to complete some dirt work, install turf grass and fence the perimeter of the field for safety concerns. The field maintenance will start in FY 14/15, with the sports field lighting completion in January/February 2016 time frame, ready for the upcoming spring season. Another park with sports field lighting will not only service the needs of the youth but will also add capacity potentially for over 600 youth baseball players.

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Unfunded

Sports Stadium – Design **FY 15/16:** $50,000

The City's population has outgrown its current facilities, especially at Dewey Boster. Soccer, football and baseball continue to present staff with challenges in finding suitable space. A sports stadium is necessary for a community the size of Deltona. The scope of this project, which is currently unfunded, would be to prepare a preliminary initial design concept for a community sports stadium. The conceptual design could include input from organizations that would potentially use the stadium.

Sports Stadium – Dewey Boster **FY 15/16:** $450,000

The Dewey Boster Sports Fields upgrades consist of adding a 1,500 SF block building, which would include small locker rooms to house two teams and referees, a metal roof to match the restroom and concession building(s), with a septic system. Fencing will be installed around field # 5 and bleachers on both sides of the field with seating for up to 1,750 people. The addition of these upgrades would enhance the Soccer Complex and create a small stadium feel for both athletes and guests.

Community Center **FY 15/16:** $50,000

The Community Center on Lakeshore Drive was constructed in 1967 and is need of replacement. The Council on Aging utilizes the facility to provide programs for senior residents of Deltona. The construction of a new Community Center has been discussed previously by the Commission in both meetings and workshops. The scope of this project, which is currently unfunded, would be to prepare a preliminary design concept for the Community Center which would include a layout of the building, site location, concept sketches and proposed space uses based on data and comments collected from staff, Commission and residents.

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REPLACEMENT EQUIPMENT FUND
SOURCES & USES

The Replacement Equipment Fund accounts for the fiscal activities related to funding of vehicles and equipment necessary for the day to day operation of City departments. Funding is provided by annualized capital equipment charges to each department within the City. The intent is to insure adequate funds are accumulated to allow for replacement of assets. The annual funding is calculated by estimating replacement cost and the expected useful lives of assets and is designed to provide level annual funding. The fund is utilized to accumulate resources for the purchase and replacement of City vehicles and equipment by effectively leasing the vehicles and equipment back to the individual user departments within the General Fund in the form of an annualized charge for capital equipment.

Description	Actual FY 12/13	Actual FY 13/14	Estimated Actual FY 14/15	Proposed Budget FY 15/16
Grant Funding	$ -	$ -	$ -	$ -
Interest Income	17,512	14,609	4,000	5,200
Sale of Equipment	-	-	-	-
Other Income	-	-	-	-
Total Revenues:	17,512	14,609	4,000	5,200
Transfers In	1,050,000	1,050,000	1,300,000	1,300,000
Fund Balance Carryforward	2,827,899	2,822,496	2,367,615	2,218,615
Total Sources:	$ 3,895,411	$ 3,887,105	$ 3,671,615	$ 3,523,815
Capital Outlay	$ 1,072,915	$ 1,519,490	$ 1,453,000	$ 2,281,500
Ending Fund Balance	2,822,496	2,367,615	2,218,615	1,242,315
Total Uses:	$ 3,895,411	$ 3,887,105	$ 3,671,615	$ 3,523,815

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REPLACEMENT EQUIPMENT FUND
CAPITAL OUTLAY BUDGET DETAIL

	Capital Budget	Department
Computer Software and Equipment:		
Mobile Data Terminal (MDT) Replacements	$ 85,000	Fire Department
ITSD Room Security	30,000	IT Department
Wireless Infrastructure Upgrade	30,000	IT Department
Computer Replacements	85,000	IT Department
Infrastructure Replacement Routers & Switches	15,000	IT Department
Unitrends Data Archiving	30,000	IT Department
Server Upgrades	20,000	IT Department
IP Phone Refresh	5,000	IT Department
Wireless Security Tools	5,000	IT Department
Fueling Software	15,000	Public Works
Digital Upgrade for Audio Equipment - Commission Chambers	80,000	City Manager - Public Information Office
Macintosch Computer (1)	5,500	City Manager - Public Information Office
Electronic Timesheet & Attendance Software Implementation	30,000	City-wide
	435,500	
Vehicles		
City Event Control Vehicle - Refurbishment	122,000	Fire Department
Replacement Rescue Unit	200,000	Fire Department
Bucket Truck for Video Camera Maintenance	110,000	Parks & Recreation
Ford F-150 4 x 4 Extended Cab	30,000	Public Works - Field Ops
For F-250 with Utility Bed (2)	74,000	Public Works - Field Ops
Ford F-150 4 x 4 Extended Cab	30,000	Public Works - Engineering
Petersen Lightning Loader Clam Truck	130,000	Public Works - Field Ops
	696,000	
Equipment & Machinery		
Engine Exhaust Removal System for Fire Station 62, 63, & 64	45,000	Fire Department
AeroClave Program	16,000	Fire Department
Opticom Traffic Control - Phase 3 and 4	75,000	Fire Department
Replacement of Multi-Function Copiers	10,000	IT Department
Public Address System - Dewey Boster Soccer Complex	95,000	Parks & Recreation
Soccer Goals (2 sets)	8,000	Parks & Recreation
Portable Aluminum Bleachers - Dewey Boster (3)	10,000	Parks & Recreation
Sports Fence Panel	9,000	Parks & Recreation
Billy Goat Commercial Vacuum	2,000	Parks & Recreation
Heavy Duty Kubota Diesel ZTR Mowers (2)	23,000	Parks & Recreation
Truck Loader w/72" Bucket	47,000	Parks & Recreation
Kubota 40 HP Grand L Tractor, 4WD w/Turf Tires	23,000	Parks & Recreation
Storage Shed - Wes Crile	5,000	Parks & Recreation
Video Surveillance Cameras at City Parks	75,000	Parks & Recreation
Fence - Veteran's Memorial Park	25,000	Parks & Recreation
3 Bay Swing Set - Manny Rodriguez Park	7,000	Parks & Recreation
Replace Fuel Pumps at Public Works Depot - Gas & Diesel	10,000	Public Works
Tag Readers (4)	90,000	Law Enforcement
	575,000	
Heavy Equipment		
Fire Engine Replacement (Fully Equipped)	575,000	Fire Department
	575,000	
	$ 2,281,500	

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Capital Equipment Replacement – Budget FY 15/16

FIRE DEPARTMENT

Mobile Data Terminal (MDT) Replacements **FY 15/16:** $85,000

This project consists of replacing the outdated and unsupported MDT's in all front line Fire Department vehicles.

City Event Control Vehicle Refurbishment **FY 15/16:** $122,000

** Not approved – 08/10/2015 workshop **

The scope of this project would be to re-purpose a 1999 E-One fire truck to service in the capacity of a City event coordination / command and control unit at all major City events. The vehicle would be used on major events throughout the City for rehabilitation of employees as well as for a unified command unit.

Replacement Rescue Unit **FY 15/16:** $200,000

Rescue 62 is a 2006 International transport capable rescue unit that has been in service since 2007. The unit has over 60,227 miles on it and over 4,665 hours on the drive train. This is the equivalent of over 130,000 miles. The purchase of this unit will allow for the placement of a new unit at station 61 and move the existing unit into reserve status.

Engine Exhaust Removal System **FY 15/16:** $45,000

This system improves air quality in apparatus bays. It removes gases, carcinogens and particulates and complies with NFPA, OSHA and EPA standards. These three units would outfit the remaining fire stations (62, 63 and 64) with air ventilation systems. Exposure to high levels of diesel particulates and gases can cause symptoms of headaches, dizziness and nausea, and are associated with an increased risk of lung cancer. Diesel particulates can also contaminate medical equipment which could potentially affect patients.

AeroClave Program System **FY 15/16:** $16,000

A portable AeroClave system will be used to disinfect City vehicles and buildings that have potential airborne and blood borne exposure. This system will be used for acute issues in addition to routine maintenance.

OptiCom Phase 3 **FY 15/16:** $75,000

The Opticom Program is the system that preempts the traffic lights for emergency vehicle response. Phase 3 would be completed and implemented in FY 15/16. Phase IV is anticipated to be implemented in FY 16/17. Each phase will outfit an additional ten (10) intersections and will complete the project for the City.

Fire Engine Replacement **FY 15/16:** $575,000

This 1999 E-One fire truck has been in service since 1999 as a front line and then reserve unit. The unit is approaching the end of its life expectancy as a fire truck. The City currently operates 5 front line units and 4 reserve units. Replacing a front line unit every two years keeps the units less than 10 years old when they are moved to reserve status for an additional 5 to 6 years before consideration for removal from service. The new engine will allow the City to move a 2006 unit into reserve status and repurpose the 1999 unit into a refurbished event unit.

INFORMATION TECHNOLOGY SERVICES DEPARTENT

ITSD Room Security **FY 15/16:** $30,000

The scope of this project is to secure the ITSD rooms housing equipment in City Hall. Equipment will need to be added to place these rooms on the existing ID badge security system. This project also includes the installation of cameras in each room which will need to be cabled to DVR's.

Wireless Structure Upgrade **FY 15/16:** $30,000

The existing wireless solution is out of date and the hardware is proving unreliable. New features will integrate into a more secure platform that supports end user mobility while enhancing security, accountability and stability. The existing platform limits the ability to secure wireless space throughout City sites. Wireless has become a significant attack vector and more advanced wireless security devices are needed to mitigate those threats.

Computer Replacements **FY 15/16:** $85,000

Most desktop and laptop computers throughout the City are out of warranty. They are over four years old and warranty extensions are not possible. The warranty for these systems expired in 2013-2014 and ITSD has been maintaining them through an inventory of parts. 42 laptops and 124 desktops are out of warranted and will be replaced over the next two years.

Infrastructure Switch Replacements **FY 15/16:** $15,000

Many access switches throughout the City are at end-of-life or are nearing end-of-life. Replacing and further hardening the City environment with these switches will allow for enhanced security, improved network reliability and performance, and reduced security threats.

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Unitrends Data Archiving **FY 15/16:** $30,000

The City's existing backup equipment is a Unitrends disk appliance. With the growth of City data, storage needs to be expanded in order to maintain archiving requirements. With the City's current size, the existing equipment allows for about two weeks of backups and is fast approaching when that will be reduced to one week. The new appliance should provide enough space for five weeks of backups.

Server Upgrades **FY 15/16:** $20,000

The City currently has three servers that are out of warranty and need to be replaced.

IP Phone Refresh **FY 15/16:** $5,000

The City currently has phones that are quite old and, as a result, the City experiences continual issues with the phones. Some of the existing phones do not support the full ability of the City's network. This is an on-going project and currently, older phones that are out of warranty are being replaced with Cisco 7945G phones. These phones are more versatile and can grow into the future with the City. There are multiple vendors that provide lifetime warranty on these phones which will reduce future support costs.

Wireless Security Tools **FY 15/16:** $5,000

Wireless scanning tools will enable the City to track wireless applications for security purposes and determine where weakness in the wireless infrastructure exists. It also allows us to determine obstacles and weak signal locations to boost efficiency in all locations.

Replacement Multi-Function Copiers **FY 15/16:** $10,000

The copier in the City Clerk's office and the copier at FS 61 have reached their useful life. They both break down frequently and it is becoming more difficult to obtain replacement parts. Replacement of these two machines is vital for efficiency in these areas. These replacements would be the first phase in a complete copier fleet replacement program over the next three to four years.

PARKS AND RECREATION

Bucket Truck for Video Camera Maintenance **FY 15/16:** $110,000

A bucket truck needs to be utilized to reach video security cameras for maintenance located in City parks and facilities. By using this type of equipment, an employee can complete work in a comfortable, safe and efficient manner. During this current FY Budget, video cameras have been installed at Dewey Boster Soccer/baseball Complex, Picnic Pavilions', Veteran's Museum, and Wes Crile Park. Additional Video Cameras are planned for Park/City facilities in this budget year. The bucket truck will enable workers to conduct work in high places performing camera maintenance or other tasks such as painting a tall building or trimming trees.

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Public Address System **FY 15/16:** $95,000
Dewey Boster Soccer Complex

A public address system could be used for a multitude of reasons. During City special events, it is not uncommon to have children get separated and from their parents and we currently have no way to notify the public of a lost child. A public address system could also be used to notify residents when severe weather, safety concerns or lightning is in the immediate area. A public address system could be used during soccer and football tournaments to make announcements and could also be used to play music over the speakers during events.

Soccer Goals - Dewey Boster **FY 15/16:** $8,000

This project consists of replacing the existing soccer goals at Dewey Boster. The existing goals are worn out, in need of repair and unsafe.

Portable Aluminum Bleachers – 3 **FY 15/16:** $10,000

This project consists of replacing the existing bleachers at Dewey Boster. The existing bleachers are worn out, in need of repair and unsafe.

Sports Fence Panel – **FY 15/16:** $9,000
Wes Crile / Dewey Boster

This project consists of purchasing sports field fencing in order to section off an area where spectators do not enter. It could also be utilized for multi-purpose fields to lay out the distance of a separate field. This cordoned off area would address safety concerns as well as crowd control for special events.

Billy Goat Commercial Vacuum **FY 15/16:** $2,000

This particular vacuum would have the ability to pick up debris, bottles, cans, litter, etc. It can be utilized virtually anywhere - in parking lots, sports fields, driveways. This vacuum would be much more efficient and safe than having staff picking up debris by hand.

Heavy Duty Kubota Diesel ZTR Mower (2) **FY 15/16:** $23,000

The Parks Department currently has three ZTR (Zero Turn) mowers. The two requested are to replace 0911 and 0912 which are the oldest and frequently in Fleet Maintenance for repair. Parks Maintenance Technicians spend approximately 85% of their time mowing grass so these are mission critical pieces of equipment.

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Track Loader w/72" Bucket **FY 15/16:** $47,000

A track loader offers versatility and can be used in soft, sandy or muddy conditions. The length and width of a compact track loader have a direct effect on ground pressure and traction. The rubber tracks reduce damage to existing turf which in turn, eliminates the need for costly repairs once a job is complete. The City has attachments for another piece of equipment that can also be used with this. This piece of equipment offers varying levels of power, lifting capacity and mobility which increases efficiency.

Kubota 40 HP Grand L Tractor 4WD w/Turf Tires **FY 15/16:** $23,000

The existing tractor is 10 years old and currently in Fleet Maintenance for a replacement clutch. Upon closer inspection, it was discovered that the tractor has substantial rust from all of the fertilizers that have been spilled on it over the years and needs to be replaced. This tractor is used by the Parks Department to move various pieces of equipment such as trailers, spreaders, seed cones, etc. throughout the City and is a mission critical piece of equipment.

Storage Shed – Wes Crile **FY 15/16:** $5,000

A 12' x 24' storage shed is being recommended to house a variety of Parks Department equipment such as tennis supplies, chemical storage rack, hoses, etc. Electric is not necessary and for security, an exterior LED light faces the proposed front door area. Only appropriate staff will have access to the shed.

Video Surveillance Cameras at City Parks **FY 15/16:** $75,000

Video surveillance cameras are mission critical and can deter vandalism. The cameras already installed at some of the Parks facilities have improved security and have exceeded expectations by helping catch several vandals. Cameras need to continue to be installed at all Parks facilities in order to protect the City's assets. The scope of this project includes eight cameras at the Deltona Community Center, eight cameras at Vann Park, six cameras at Lake Butler Skate Park, a license plate reader at the Dewey Boster Soccer Complex as well as an update of hardwiring of the front pavilion.

Fence – Veteran's Memorial Park **FY 15/16:** $25,000

The existing fence at Veteran's Memorial Park consists of plastic chains with wooden posts. The chains continue to break and the posts are hit on a regular basis. Staff and museum volunteers continue to replace the chains and add more links. A new fence is being recommended to be located back three feet toward the building so that cars and trucks do not extend into the road which is currently a safety hazard. Maintenance gates should be installed as part of the project so that staff is able to easily get necessary equipment for routine maintenance on the property.

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3 Bay Swing Set – Manny Rodriquez **FY 15/16:** $7,000

A three bay swing set at Manny Rodriquez to compliment the playground that was installed last year. Several residents have expressed an interest in having swings within the park. Staff anticipates added the mulch and constructing the playground borders. With the addition of the new playground, Many Rodriquez has become one of the City's more popular parks.

PUBLIC WORKS

Fueling Software **FY 15/16:** $15,000

Replace existing fueling system software that is not working properly.

Ford F-150 4 x 4 Extended Cab **FY 15/16:** $30,000

This would be a replacement vehicle for the Public Works Field Operations Supervisor and will replace FO-0444 which will be sent to auction.

Ford F-250 with Utility Bed (2) **FY 15/16:** $74,000

These would replace two trucks in the Public Works Field Operations Division – FO-0631 and FO-0443 which both will be sent to auction.

F-150 4x4 Extended Cab **FY 15/16:** $30,000

This vehicle is assigned to the Project Administrator – Environmental and will replace EN-0616. This position often requires the use of 4 wheel drive in order to get to the project sites safely and without getting stuck. The existing truck will be transferred to the GIS position.

Petersen Lightning Loader Clam Truck **FY 15/16:** $130,000

This would replace the existing 2006 Clam Truck used in Field Operations. It would replace FO-0649 which would be sent to auction.

Replace Fuel Pumps at Public Works Depot – Gas and Diesel **FY 15/16:** $10,000

The existing fuel pumps are not working properly with the system. The original vendor has been out several times since the original installation and cannot get them to work on a consistent basis. There is an alternative pump style on the market that should alleviate the issue.

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CITY HALL DEPARTMENTS

Digital Upgrade for Audio Equipment For Chambers / TV Broadcast Facility (PIO) **FY 15/16:** $80,000

The current audio equipment in the Chambers and TV Broadcast Facility is the original analog system that was installed in 2007. The communications and broadcast industry standards are now fully digital and finding consistent support (both labor and parts) for the existing equipment is becoming more difficult. Current problems with the audio system are rooted in the older equipment and the service technicians are having difficulties resolving the problems due to a lack of vendor support and adequate technology to interpret the problems with the older analog technology. This project will replace the analog system with digital audio equipment with current technology.

Macintosh Computer – (PIO) **FY 15/16:** $5,500

Most of today's creative use software (Adobe Creative Cloud) is requiring computer hardware with higher operating system capabilities. Macintosh computers are engineered with hardware – video and graphic cards, RAM boards and hard drive – that are designed to handle those increased requirements. The existing computers have been upgraded with higher capacity drives and graphic cards, but those improvements have not been adequate to allow for effective and efficient work scheduling, i.e. project changes and/or complete projects are lost due to computer crashes. Alternatives are to create large format projects, event posters, TV promotional videos, etc. on the one edit computer with the hardware to handle the project. However, this presents other projects from being started or finished timely when using a single shared computer.

CITY-WIDE

Electronic Timesheet & Attendance Software Implementation **FY 15/16:** $30,000

The City has been using manual timesheets since its inception. Staff would like to move in the direction of automating the time and attendance process, doing away with paper timesheets and implementing an electronic time keeping process that will fully integrate with the current payroll software. Implementing an electronic time keeping solution will cut down the amount of hours it takes employees, managers and the payroll staff to fill out and verify paper time sheets. This solution will also help to insure compliance with the Patient Protection and Affordable Care Act.

LAW ENFORCEMENT

Tag Readers - 4 **FY 15/16:** $90,000

The License Plate Recognition (LPR) system allows Deputies to instantaneous assessment of most passing vehicles. Through data sharing with National, State, and local authorities, the LPR scans for some of the most important factors to a law enforcement officer: **missing or wanted persons, stolen vehicles and tags, suspended drivers, and sexual offenders / predators**, and makes for more efficient and effective use of law enforcement resources.

During the month of February, District IV deputies tested and evaluated two (2) LPR's in the field. Within less than 14 hours of actual deployment, this LPR technology netted 10 arrests with 24 total criminal charges, 22 citations, a stolen vehicle, credit card fraud ring, heroin trafficking, cocaine possession, and the seizure of a valuable asset. Without this technology, it is doubtful these same results could have been achieved in the same amount of time based solely on human observations and initiative.

This technology is being used all across the nation, throughout Florida and even here locally (City of Daytona Beach) with great success. This invaluable tool can be used proactively and reactively in both preventing and solving crime. This project includes two LPR systems with four cameras for each system. 2 tag readers were originally requested however, it was increased to 4 at the August 10, 2015 Commission Workshop.

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DEBT MANAGEMENT

DEBT ADMINISTRATION

The City currently has two types of debt – general governmental debt and enterprise debt. The City has no general obligation debt or other debt secured by ad valorem revenues.

LEGAL DEBT MARGIN

The City follows Florida Statute and does not have a debt limit. However, the City complies with all Florida Statutes, bond covenants and the City's Debt Policies.

BOND COVENANTS

Debt Service coverage and requirements on all outstanding bonds have been met or exceeded, in accordance with the bond covenants.

GENERAL GOVERNMENTAL DEBT

The City has two general governmental debts which are funded by a dedicated non-ad valorem special assessment and gas tax revenues.

TRANSPORTATION CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2006

On July 12, 2006 the City issued Transportation Capital Improvement Revenue Bonds, Series 2006. The amount of the issue was $18,240,000. The purpose of this bond issue was to improve existing roads within the City. Revenues pledged for payment of the bonds are the five-cent local option gas tax, the six-cent local option gas tax and transportation impact fees. The bonds are insured and have been assigned a "A" rating from Standard and Poor's Corporation, an A1 rating from Moody's Investor Service, and an "AA-" rating from FITCH. The City has covenanted to appropriate in its annual budget, if necessary, from non-ad valorem revenues lawfully available in each Fiscal Year, amounts sufficient to make up any deficiencies of pledged revenue streams.

STORMWATER SPECIAL ASSESSMENT NOTE, SERIES 2009

On April 8, 2009, the City of Deltona issued a Stormwater Special Assessment Note, Series 2009 in the amount of $6,569,345 for the purpose of financing certain costs of the capital improvements included in the City's adopted Stormwater Master Plan. The Stormwater Master Plan consists of capital improvements and maintenance of the stormwater system which provides stormwater utility services, facilities and programs throughout the City. The City has pledged stormwater assessment fees revenue toward debt service payments. Further, the City has covenanted to appropriate in its annual budget, if necessary, from non-ad valorem revenues lawfully available in each Fiscal Year, amounts sufficient to make up any deficiencies of pledged revenue streams.

ENTERPRISE DEBT

The Enterprise Fund (Utility) has debt which is self-supporting through user fees.

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UTILITY SYSTEM REVENUE BONDS, SERIES 2013

On September 10, 2013 the City issued the Utility System Refunding Revenue Bonds, Series 2013 in the amount of $79,745,000. These bonds are insured on a security by security basis based on cost effectiveness. Each security was reviewed to see if the cost of insurance made financial sense when comparing the cost of the insurance to the interest rate on the individual security.

The bonds have been assigned an "A" rating from Standard and Poor's Corporation and an "A+" rating from FITCH. As was the goal, the new annual debt service payments are approximately the same as they were with the previous bond issue, thereby having little or no impact on the Utility System's rate payers. Additionally, the City's team of professionals was able to eliminate the $5,600,000 million debt service reserve requirement and apply those funds toward the swaption termination payment. The bonds are collateralized by a pledge of the net revenues of the System. The Utility System Revenue Bonds, Series 2003 were retired on October 10, 2014.

UTILITY SYSTEM REVENUE BONDS, SERIES 2014

On December 5, 2014 the City issued the Utility System Revenue Bonds, Series 2014 in the amount of $22,215,000. These bonds are insured on a security by security basis based on cost effectiveness. Each security was reviewed to see if the cost of insurance made financial sense when comparing the cost of the insurance to the interest rate on the individual security.

The bonds were issued to finance the costs of certain capital improvements to the City's water system and sewer system, retire the City's outstanding utility system bond anticipation note, Series 2014 and to pay the costs of issuance associated with the Series 2014 Bonds. The Bonds are special obligations of the City, payable solely from and secured by a lien upon and pledge of the Pledged Revenues of the System.

The bonds have been assigned an "A+" rating from FITCH and an "A" rating from Standards & Poor's. The bonds are secured by a pledge of the net revenues of the system levied and collected by the issuer, including impact fees and direct pay subsidies paid to the issuer. The bonds do not require a debt service reserve. Repayment of the Bonds commenced April 1, 2015.

CLEAN WATER STATE REVOLVING FUND LOAN (SRF Loan)

On March 29, 2011, the City entered into a Clean Water State Revolving Fund (SRF) loan agreement with Florida Water Pollution Control Financing Corporation, a division of the Florida Department of Environmental Protection Agency. This financial assistance was for the planning, design, and pre-construction activities of the City's planned treatment and reuse facility. The original funding was in the amount of $1,445,904.

On April 15, 2013 the City executed and amended this agreement for additional financing for construction related costs of the treatment and reuse facility in the amount of $27,935,641. In October, 2014, a second amendment was executed that reflects a total loan amount of $29,370,077 to reflect updated construction costs. Semiannual loan payments of $913,476 are scheduled to commence in June of 2016. The lien on the net revenues of the system is on a junior and subordinated lien position to the Utility Revenue bonds series 2013 and 2014.

BOND INDEBTEDNESS

Outstanding Bonds as of 10/1/15	Principal	Interest	TOTAL
Transportation Capital Improvement Revenue Bonds, Series 2006	$ 12,150,000	$ 3,886,101	$ 16,036,101

DEBT SERVICE PAYMENT SCHEDULE

Transportation Capital Improvement Revenue Bonds, Series 2006

Maturity Fiscal Year Ended	Principal	Interest	TOTAL
2007	$ 400,000	$ 1,056,976	$ 1,456,976
2008	605,000	850,269	1,455,269
2009	630,000	825,312	1,455,312
2010	660,000	799,325	1,459,325
2011	690,000	768,375	1,458,375
2012	720,000	735,575	1,455,575
2013	760,000	699,575	1,459,575
2014	795,000	661,575	1,456,575
2015	830,000	627,425	1,457,425
2016	870,000	585,925	1,455,925
2017	915,000	544,575	1,459,575
2018	955,000	504,544	1,459,544
2019	995,000	462,762	1,457,762
2020	1,040,000	417,988	1,457,988
2021	1,085,000	371,188	1,456,188
2022	1,135,000	322,363	1,457,363
2023	1,195,000	264,194	1,459,194
2024	1,255,000	202,950	1,457,950
2025	1,320,000	138,631	1,458,631
2026	1,385,000	70,981	1,455,981
TOTAL	$ 18,240,000	$ 10,910,508	$ 29,150,508

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BANK NOTE

Outstanding Note as of 10/1/15	Principal	Interest	TOTAL
Stormwater Special Assessment Note, Series 2009	$ 5,233,017	$ 2,178,053	$ 7,411,070

DEBT SERVICE PAYMENT SCHEDULE

Stormwater Special Assessment Note Series 2009

Maturity Fiscal Year Ended	Principal	Interest	TOTAL
2010	$ 195,779	$ 350,152	$ 545,931
2011	205,839	319,316	525,155
2012	216,417	309,003	525,420
2013	227,538	298,161	525,699
2014	239,231	286,761	525,992
2015	251,524	274,775	526,299
2016	264,449	262,174	526,623
2017	278,038	248,925	526,963
2018	292,326	234,996	527,322
2019	307,348	220,350	527,698
2020	323,142	204,952	528,094
2021	339,747	188,762	528,509
2022	357,206	171,741	528,947
2023	375,561	153,845	529,406
2024	394,861	135,030	529,891
2025	415,151	115,247	530,398
2026	436,485	94,448	530,933
2027	458,915	72,580	531,495
2028	482,497	49,588	532,085
2029	507,291	25,415	532,706
TOTAL	$ 6,569,345	$ 4,016,221	$ 10,585,566

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BOND INDEBTEDNESS

Outstanding Bonds as of 10/1/15	Principal	Interest	TOTAL
Utility System Revenue Bonds, Series 2013	$ 78,455,000	$ 61,171,419	$ 139,626,419

DEBT SERVICE PAYMENT SCHEDULE

Utility System Refunding Revenue Bonds, Series 2013

Period Ending	Principal	Interest	TOTAL
10/1/2014	$ 1,290,000	$ 4,126,686	$ 5,416,686
10/1/2015	1,540,000	3,873,431	5,413,431
10/1/2016	1,605,000	3,811,831	5,416,831
10/1/2017	1,885,000	3,731,581	5,616,581
10/1/2018	1,955,000	3,656,181	5,611,181
10/1/2019	2,035,000	3,577,981	5,612,981
10/1/2020	2,135,000	3,476,231	5,611,231
10/1/2021	2,230,000	3,380,156	5,610,156
10/1/2022	2,345,000	3,268,656	5,613,656
10/1/2023	2,460,000	3,151,406	5,611,406
10/1/2024	2,575,000	3,037,256	5,612,256
10/1/2025	2,705,000	2,908,506	5,613,506
10/1/2026	2,820,000	2,791,806	5,611,806
10/1/2027	2,940,000	2,672,900	5,612,900
10/1/2028	3,085,000	2,525,900	5,610,900
10/1/2029	3,245,000	2,367,794	5,612,794
10/1/2030	3,415,000	2,197,431	5,612,431
10/1/2031	3,595,000	2,018,144	5,613,144
10/1/2032	3,785,000	1,829,406	5,614,406
10/1/2033	3,975,000	1,640,156	5,615,156
10/1/2034	4,120,000	1,441,406	5,561,406
10/1/2035	4,335,000	1,230,256	5,565,256
10/1/2036	4,555,000	1,008,088	5,563,088
10/1/2037	4,790,000	774,644	5,564,644
10/1/2038	5,035,000	529,156	5,564,156
10/1/2039	5,290,000	271,113	5,561,113
TOTAL	$ 79,745,000	$ 65,298,105	$ 145,043,105

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BOND INDEBTEDNESS

Outstanding Bonds as of 10/1/15	Principal	Interest	Total
Utility System Revenue Bonds, Series 2014	$ 22,215,000	$ 16,430,175	$ 38,645,175

DEBT SERVICE PAYMENT SCHEDULE

Utility System Revenue Bonds, Series 2014

Maturity Fiscal Year Ended	Principal	Interest	Total
2015	$ -	$ 703,915	$ 703,915
2016	-	889,156	889,156
2017	460,000	889,156	1,349,156
2018	475,000	875,356	1,350,356
2019	485,000	861,106	1,346,106
2020	505,000	841,706	1,346,706
2021	525,000	821,506	1,346,506
2022	550,000	800,506	1,350,506
2023	570,000	778,506	1,348,506
2024	595,000	755,706	1,350,706
2025	615,000	731,906	1,346,906
2026	650,000	701,156	1,351,156
2027	665,000	681,656	1,346,656
2028	690,000	660,875	1,350,875
2029	710,000	639,313	1,349,313
2030	730,000	616,238	1,346,238
2031	755,000	591,600	1,346,600
2032	785,000	565,175	1,350,175
2033	810,000	537,700	1,347,700
2034	840,000	509,350	1,349,350
2035	870,000	479,950	1,349,950
2036	910,000	436,450	1,346,450
2037	955,000	390,950	1,345,950
2038	1,005,000	343,200	1,348,200
2039	1,055,000	292,950	1,347,950
2040	1,110,000	240,200	1,350,200
2041	1,155,000	195,800	1,350,800
2042	1,200,000	149,600	1,349,600
2043	1,245,000	101,600	1,346,600
2044	1,295,000	51,800	1,346,800
	$ 22,215,000	$ 17,134,090	$ 39,349,090

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PAY GRADE LISTING

Annual Salary Range
Revised August 1, 2014

Pay Grade	Minimum	Mid-point	Maximum
1	20,300	26,500	32,700
2	21,300	27,900	34,500
3	22,500	29,400	36,300
4	23,600	30,900	38,200
5	24,900	32,500	40,200
6	26,200	34,200	42,300
7	27,600	36,000	44,500
8	29,000	37,900	46,900
9	30,600	39,900	49,300
10	32,200	42,000	51,900
11	33,900	44,300	54,700
12	35,600	46,600	57,500
13	37,500	49,000	60,600
14	39,500	51,600	63,800
15	41,500	54,200	66,900
16	43,500	56,900	70,300
17	45,700	59,800	73,800
18	48,000	62,700	77,500
19	50,400	65,900	81,400
20	52,900	69,200	85,400
21	55,600	72,600	89,700
22	58,300	76,300	94,200
23	61,300	80,100	98,900
24	64,300	84,100	103,800
25	67,500	88,300	109,000
EBB	71,800	105,900	140,000

Draft

PAY GRADE LISTING (Continued)

Annual Salary Range
Revised August 1, 2014

Pay Grade	Minimum	Mid-point	Maximum
Water/wastewater Operator Pay Scale			
50W	33,600	43,900	54,200
51W	35,100	45,900	56,600
52W	36,700	47,900	59,200
53W	38,300	50,100	61,900
54W	40,000	52,300	64,600
55W	41,800	54,700	67,500
56W	43,700	57,200	70,600
57W	45,700	59,700	73,700
Water/wastewater Operator Trainee Pay Scale			
WT1	25,600		
WT2	27,700		
WT3	29,900		

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CHART OF ACCOUNTS OPERATING EXPENSES

The following is a listing of sub-account codes used to track City activity on a day-to-day basis. The main level, the level in which the budget has been presented, represents the Uniform Accounting Code mandated by the State of Florida. To allow for better information and cost control on a City-wide basis, the sub-account codes listed below are used to account for the day-to-day activities of the City.

5231 Professional Services:

Professional Services - Other; General Legal; Comprehensive Plan & Land Development Regulations; Code Enforcement Support; Special Assessments; Litigation; Associated Legal Costs; Labor Attorney; Code Enforcement Attorney; Development Review - Transportation; Development Review - Environmental; Consulting Engineer

5232 Accounting & Auditing

Procedure Implementation; Audit Services; Special Projects

5233 Court Reporter Services

Costs of appearance fees and transcript fees for in-court proceedings; appeals; and depositions

5234 Other Contractual Services

Contractual Services - Other; Ordinance Codification/Minute Indexing; Records Management Program; Software Maintenance Agreement; Computer Network Support; Mowing & Litter Control; Public Works Services; Comprehensive Plan; Building/Permitting Inspections; Lot Maintenance Enforcement; Janitorial Services; Animal Kennel Fees; Law Enforcement Services

5235 Investigations

Fire Marshal Investigations

5240 Travel and Per Diem

Travel / Per Diems; Mileage - Local

5241 Communications & Freight Services

Communications; Postage & Shipping

5243 Utility Services

Utility Services - General; Lighting/Electric; Water/Sewer; Waste Management; Streetlighting; Pump & Lift Stations

5244 Rentals & Leases

Land; Buildings; Vehicles; or Equipment Rental & Leases

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CHART OF ACCOUNTS OPERATING EXPENSES (Continued)

5245 Insurance

5246 Repair & Maintenance Services
R&M - Vehicles; R&M - Equipment; R&M Building; R&M - Hydrants; R&M - Parks

5247 Printing & Binding
Printing & Binding - General; Printing - Newsletter

5248 Promotional Activities
Promotional Activities - General; City Appreciation Events

5249 Other Current Charges
Recognition's / Sympathies; Reimbursable Expenses; Legal & Classified Ads; Personnel Advertising; Dumping Fees; Economic Development Efforts; Sheriff's Service of Notices; Emergency Management; Employee Physicals & Exams; Assessment Billings/Fees; Advisory Boards Support; Feasibility Studies & Research; Employee Recognition/Benefits; Recording Fees; Unsafe Conditions Abatement; Temporary Staffing; Licenses Renewal Fees; Legislative Actions; Commission Initiatives

5251 Office Supplies
Office Supplies - General; Furniture & Equipment (Non-Capital)

5252 Operating Supplies
Fuel & Oil; Small Tools & Equipment (Non-Capital); Janitorial Supplies; Bunker Gear; Chemicals; Laboratory Supplies; Meters Supplies; Medical Supplies; Uniforms; Safety and Traffic Control; Computer Software; Park Furnishings and Equipment; Operating Supplies - Other

5253 Road Materials & Supplies
Road Materials and Supplies; Drainage Materials and Supplies; Sidewalk Materials and Supplies

5254 Publications / Memberships / Training
Books / Publications; Memberships/Licenses; Conferences/Meetings; Training/Seminar

9901 IT - Allocated Costs
Allocation of Citywide Information Technology Costs

9904 Fleet Maintenance Allocated Costs
Allocation of Citywide Fleet Maintenance Costs

Draft

GLOSSARY

Accrual - To increase or accumulate by regular growth, as interest on capital.

Activity - A specific and distinguishable unit of work or service performed.

Ad Valorem Taxes - Real estate and personal property taxes. Ad Valorem is defined by *Webster's New World Dictionary* as "in proportion to the value". The taxes are assessed on a portion of the value of the property. Local governments set the levy.

Adjusted Final Millage - The actual tax rate, under Florida law, levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually, such changes are very slight and the adjusted millage sometimes does not change from the levy set by the taxing agency.

Aggregate Millage Rate - The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to $10 per $1,000 worth of assessed taxable value.

Assessment - The value for tax purposes determined by the property appraiser for a given piece of real or personal property.

Assets - Property that has monetary value.

Audit - A review of the City's accounting system to ensure that financial records are accurate and in compliance with all legal requirements for handling of public funds, including State law and City Ordinance. It is a test of management's internal accounting controls and is intended to:

- Ascertain whether financial statements fairly present financial position and results of operations,
- Test whether transactions have been legally performed,
- Identify areas for possible improvements in accounting practices and procedures,
- Ascertain whether transactions have been recorded accurately and consistently, and
- Ascertain the stewardship of officials responsible for governmental resources.

Balanced Budget - According to Florida Statute, the amount available from taxation and other revenues, plus amounts carried over from prior fiscal years, must equal the total appropriations for expenditures plus ending reserves.

Beginning Balance - The residual non-restricted funds brought forward from the previous fiscal year (ending balance).

Bond - A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date(s)) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds typically are used for long-term debt.

Budget - (Operating) A plan of financial operating embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is sometimes used to denote the officially approved expenditure ceilings under which a government and its departments operate.

Draft

GLOSSARY (Continued)

Budget Calendar - The schedule of key dates or milestones which a government follows in the preparation and adoption of the budget.

Budget Document - The official written statement prepared by the Finance Department and supporting staff which presents the proposed budget to the legislative body.

Budget Message - A general discussion of the proposed budget presented in writing as a part of, or supplement to, the budget document as presented in writing by the City Manager to the City Commission. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the Finance Director.

Budgetary Control - The management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

Budgetary Expenditures - Decreases in net assets. In contrast to conventional expenditures, budgetary expenditures exclude amounts represented by noncurrent liabilities.

Capital Assets - Assets of significant value and having a useful life of more than one year. Capital assets are also called fixed assets.

Capital Budget - A plan of proposed capital expenditures and the means of financing them, usually based on the first year of the capital improvement program (CIP) and typically enacted as part of the complete annual budget which includes both operating and capital outlays.

Capital Improvement - Additions, replacements or improvements to facilities with a unit cost in excess of $5,000 and a useful life of more than one year. Items with a unit cost of less than $5,000 will be charged to operating expenditures.

Capital Improvement Program - A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

Capital Outlay - The cost of acquiring or improving land, buildings, equipment, furnishings, etc. with a unit cost in excess of $5,000 and a useful life of one year or more. (See Capital Improvement)

Capital Projects - Projects that purchase or construct capital assets. Typically, a capital project encompasses a purchase of land and/or the construction of a building or facility.

Contingency - Funds that are not earmarked for a specific purpose and may be used for emergency or unforeseen expenses or to make up cost overruns during a budget year.

Contractual Service - (Also called User Charges or Fees) The charge for goods or services provided by local government to those private individuals who receive the service. Such charges reduce the reliance on property tax funding.

Cost - The amount of money or other consideration exchanged for property, services and/or expense.

Draft

GLOSSARY (Continued)

Current - A term denoting the operation of the present fiscal period, as opposed to past or future periods. It often is used to refer to items likely to be used up or converted into cash within one year.

Debt Service - The expense of retiring debts such as loans and bond issues, it includes principal and interest payments, and administrative costs for paying agents, registrars, and escrow agents.

Debt Service Reserve - A fund used to pay debt service of revenue bonds if the sources of the pledged revenues do not generate sufficient funds to satisfy the debt service requirements; it is funded in whole or in part from the proceeds of the bonds or is allowed to gradually accumulate over a period of years through required payments from the pledged revenues.

Defeasance – In financial reporting, the netting of outstanding liabilities and related assets on the statement of position. Defeased debt is no longer reported as a liability on the face of the statement of position. Most refundings result in the defeasance of the refunded debt. Defeasance also is sometimes encountered in conjunction with annuity contracts purchased in connection with lottery prizes and settlements of claims and judgments.

Department - A basic organizational unity which is functionally unique in its service delivery established to efficiently meet the needs of the citizens.

Depreciation - 1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence. 2) That portion of the cost of a capital asset which is charged as an expense during a particular period.

Encumbrance - A commitment of funds against an appropriation (in the form of a purchase order or contract) until such time as the goods or services are received, the commitment is referred to as an encumbrance.

Enterprise Fund - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. The intent is that the full cost of providing the goods or services is to be financed primarily through user charges and fees, thus removing the expense from the tax rate.

Expenditures - For accounts kept on the accrual or modified accrual basis of accounting it is the cost of goods received or services rendered, whether cash payments have been made or not. For accounts kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

Expenses - Decreases in net total assets. Expenses represent the total cost of operations during a period, regardless of the timing of related expenses.

Fees - Charges for services that are based upon the cost of providing the service.

Final Millage - The tax rate adopted in the final public budget hearing of a taxing authority.

Fiscal Year - The twelve month financial period used by the City that begins October 1 and ends September 30 of the following calendar year. The year is represented by the date on which it ends. Example: October 1, 2011 – September 30, 2012 would be fiscal year 2012.

GLOSSARY (Continued)

Full-Time Equivalent (FTE) - A measure of an effective authorized position, indicating the percentage of time a position or group of positions is funded. It is calculated by equating 2,080 hours per year with the full-time equivalent of one position; thus one position would have an FTE of 1.0, or 100 percent.

Function - A major class or grouping of tasks directed toward a common goal, such as improvements to public safety, improvement of the physical environment, etc.

Fund - A set of interrelated accounts that records assets and liabilities related to a specific purpose. Also, a sum of money available for specified purposes.

Fund Balance - The amount available within a fund at the close of the fiscal year that can be carried over as a revenue for the upcoming fiscal year.

General Fund - The governmental accounting fund supported by ad Valorem (property) taxes, licenses and permits, service charges, and other general revenues to provide for operating services.

Goal - A statement that describes the purpose toward which an endeavor is directed, such as a target or target area.

Governmental Funds - Funds generally used to account for tax-supported activities.

Grant - A contribution of assets by one governmental unit or other organization to another. Typically, these contributions are made to local governments for specific purposes.

Interfund Transfers - Transfers among funds utilized to track items for management purposes. They represent a "double counting" and, therefore, are subtracted when computing a "net" operating budget.

Internal Control - A plan of organization for purchasing, accounting, and other financial activities which, among other things, provides that:

- The duties of employees are subdivided so that no single employee handles a financial action from beginning to end,
- Proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed, and
- Records and procedures are arranged appropriately to facilitate effective control.

Investment Securities - Any real estate purchased and held for the production of income in the form of interest, dividends, rentals, or base payments.

Levy - The total amount of taxes, special assessments, or charges imposed by a government.

Liability - Debt or other legal obligations, arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. Note: The term does not include encumbrances.

Local Option Gas Tax - An ordinance of the County Council of Volusia County, Florida pursuant to section 336.025(1) (b), F.S. levying and imposing a local option fuel tax of 6 cents upon every gallon of motor fuel sold in the County of Volusia with the proceeds from said tax being distributed as provided by law. Beginning January 1, 2000 an additional 5 cent was levied and imposed upon every gallon of motor fuel oil, excluding diesel.

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GLOSSARY (Continued)

Mandate - Any responsibility, action, or procedure that is imposed by one sphere of government on another through constitutional, legislative, administrative, executive, or judicial action, as a direct order or that is required as a condition of aid.

Maturities - The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Mill - 1/1000 of one dollar; used in computing taxes by multiplying the rate times the taxable value divided by 1,000. Example: Millage rate of $4.198 per thousand, taxable value of $50,000/1,000=50 x $4.198=$209.90.

Modified Accrual Basis - The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or available revenues which should be accrued to reflect properly the taxes levied and revenue earned.

Modified Accrual Basis of Accounting - The basis a government uses to account for its governmental funds; it records expenditures rather than expenses, and requires that payment on revenues be received during the year or soon enough thereafter to be used to liquidate the current year's liabilities.

Object Code - An account to which an expenditure is recorded in order to accumulate and categorize the various types of payments that are made by government. These are normally grouped into personal services, operating, capital and other categories for budgetary analysis and financial reporting purposes. Certain object codes are mandated by the State of Florida Uniform Accounting System.

Objective - Something toward which effort is directed; a strategic position to be attained or purpose to be achieved.

Operating Costs - Also known as Operating and Maintenance costs, these are the expenses of day-to-day operations and exclude personal services and capital costs.

Operating Expenditures - Expenditures of day-to-day operations, such as office supplies, maintenance of equipment, and travel; they exclude capital costs. Also known as operating and maintenance costs.

Other Expenditures - These include items of a non-expense or expenditure nature such as reserves, transfers to other funds and debt service.

Performance Measures - Specific, quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).

Personal Services - Costs related to compensating employees including salaries, wages, taxes and benefit costs.

Property Appraiser - Elected County official responsible for setting property valuations for tax purposes and preparing the annual tax roll.

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GLOSSARY (Continued)

Proposed Millage - The tax rate certified to a property appraiser by each taxing agency within a county. Proposed millage is to be sent to an appraiser within 30 days after a county's tax roll is certified by the State Department of Revenue and is listed on notices sent to property owners. No taxing agency may approve a levy that is larger than the one it originally proposed.

Purchase Order - A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated price. Outstanding purchase orders are called encumbrances.

Real Property - Land and buildings and other structures attached to it that are taxable under state law.

Reserve - An account used to indicate that a portion of fund equity is legally restricted for a specific purpose or not available for appropriation and subsequent spending.

Revenue - Funds that a government receives as income. These may include tax payments, interest earnings, service charges, grants, and intergovernmental payments. The term designates an increase to a fund's assets which does not increase a liability (e.g., proceeds from a loan), does not represent a repayment of an expenditure already made, does not represent a cancellation of certain liabilities, and does not represent an increase in contributed capital.

Revenue Estimate - A formal estimate of how much revenue will be earned from a specific revenue source for some future period, typically a future fiscal year.

Revenue Sharing - Federal and State money allocated to local governments.

Roll Back Rate - That millage rate which, when multiplied times the tax roll, would yield the same amount of revenue for the taxing authority as was yielded by the millage rate levied in the previous year. In normal circumstances, as the tax roll rises by virtue of reassessment, the rolled back rate will be slightly lower than the previous year's millage levy. This reduced rate multiplied by the value of the new construction/annexations added to the roll during the year provided the only source of additional tax revenue if the rolled back rate is levied.

Sales Tax - This is a half-cent tax collected by the State on taxable sales within the County. Collections are allocated to the County and cities within the County through a formula based on population.

Source of Revenue - The point of origin of a particular revenue or group of revenues.

Special Assessment - A compulsory levy imposed on certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund - A governmental accounting fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Street Lighting District - A revenue source derived from funds received by the City from residents of a special district established to finance street lighting.

Tax Base - The total property valuations on which each taxing agency levies its tax rates.

Tax Roll - The certification of assessed/taxable values prepared by the Property Appraiser and presented to the taxing authority by July 1 (or later if an extension is granted by the State of Florida) of each year.

Draft

GLOSSARY (Continued)

Tax Year - A calendar year. The tax roll valued as of January 1 is used in figuring the tax revenue for the annual budget. The tax bills to be mailed by November 1 represent the property taxes due for the current calendar year.

Tentative Millage - The tax rate adopted in the first public budget hearing of a taxing agency. Under state law, the agency may reduce, but not increase, the tentative millage during the second budget hearing.

Total Trihalomethanes (TTHM) – Byproduct of the disinfecting agent chlorine, regulated by the EPA with a maximum allowable level.

Uniform Accounting System - The chart of accounts prescribed by the Office of the State Comptroller is designed to standardize financial information to facilitate comparison and evaluation of reports.

Unit Cost - The cost required to produce a specific product or unit of service (e.g., the cost to purify one thousand gallons of water).

User (Fees) Charges - The payment of a fee for direct receipt of a public service by those individuals benefiting from the service.

Vision - Most desirable future state.

Yield - The rate earned on an investment based on the price paid for the investment, the interest earned during the period held, and the selling price or redemption value of the investment.

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ACRONYMS

ADA American's with Disabilities Act

AWS Alternative Water Supply

BPUD Business Planned Unit Development

CADD Computer Aided Draft Design

CAFR Comprehensive Annual Financial Report

CDBG Community Development Block Grant

CDL Commercial Driver's License

CERT Community Emergency Response Team

CIP Capital Improvement Program

CO Certificate of Occupancy

COBRA Consolidated Omnibus Reconciliation Act

COOP Continuity of Operations Plan

CPR Cardiopulmonary Resuscitation

CRA Community Redevelopment Area

CUP Consumptive Use Permit

DCA Department of Community Affairs

DEP Department of Environmental Protection

DOT Department of Transportation

DRC Development Review Committee

DTV Deltona Television Station

EBB Executive Broad Band

ECHO Ecological, Cultural, Heritage and Outdoor Tourism

EKG Electrocardiogram

EMS Emergency Medical Services

EOC Emergency Operations Center

EPA Environmental Protection Agency

ERP Enterprise Resource Planning (Software)

ERU Equivalent Residential Unit

EVAC Volusia County Emergency Medical Services Division

EWWTP Eastern Wastewater Treatment Plant

FASB Financial Accounting Standards Board

FDEP Florida Department of Environmental Protection

FDOT Florida Department of Transportation

FM Force Main

FMLA Family Medical Leave Act

FRDAP Florida Recreation Development Assistance Program

FY Fiscal Year

GASB Government Accounting Standards Board

GFOA Government Finance Officers Association

GIS Geographic Information System

HBA Home Builder's Association

HTML HyperText Markup Language

HUD U.S. Dept. of Housing and Urban Development

HVAC Heating Ventilation and Air Conditioning

IAFF International Association of Firefighters

ISO Insurance Services Office

IT Intermittent

ITSD Information Technology Services Department

LFA Lower Floridan Aquifer

LOGT Local Option Gas Tax

Draft

ACRONYMS (Continued)

MPO Metropolitan Planning Organization

MUTCD Manual of Uniform Traffic Control Devices

NFPA National Fire Protection Association

NOAA National Oceanic and Atmospheric Administration

NPDES National Pollutant Discharge Elimination System

NSP Neighborhood Stabilization Program

OSHA Occupational Safety & Health Administration

PC Personal Computer

PIO Public Information Office

PODs Personal On-Demand Storage Unit

PUD Planned Unit Development

RAS Return Activated Sludge

RIB Rapid Infiltration Basin

RPUD Residential Planned Unit Development

RV Recreational Vehicle

S.W.A.T. Student's Working Against Tobacco

SHIP State Housing Initiatives Partnership Fund

SCADA Supervisory Control and Data Acquisition

SJRWMD St. John's River Water Management District

SLA Service Level Agreement

SRF State Revolving Fund Loan Agreement

TTHM Total Trihalomethanes

TOP Transportation Outreach Program

TRIM Truth in Millage Law

UCF University of Central Florida

UPS Universal Power Supply

USAR Urban Search and Rescue

VCSO Volusia County Sheriff's Office

VGMC Volusia Growth Management Commission

WWTP Wastewater Treatment Plant

Draft