

City of Deltona Florida



Audobon Park Retention Area



Audobon Park Retention Area



Annual Budget Fiscal Year 2013/2014



Audobon Park Walking Trail



Audobon Park Wetlands Boardwalk

*“Building Deltona’s Future Through Continued
Efficiencies and Effectiveness”*

City of Deltona, Florida



Annual Budget FY 2013 / 2014 **October 1, 2013 through September 30, 2014**

MAYOR

John C. Masiarczyk, Sr.

CITY COMMISSION

Vice Mayor, Zenaida Denizac, Commission Member, District 1
Webster Barnaby, Commission Member, District 2
Heidi Herzberg, Commission Member, District 3
Nancy Schleicher, Commission Member, District 4
Fred Lowry, Jr., Commission Member, District 5
Chris Nabicht, Commission Member, District 6

ACTING CITY MANAGER

William "Dave" Denny

ACTING DEPUTY CITY MANAGER

Dale Baker

CITY ATTORNEY

Gretchen "Becky" Vose

CITY DEPARTMENT DIRECTORS

Joyce Kent, City Clerk's Office
Robert Clinger, Finance Department
Thomas Acquaro, Human Resources
Chris Bowley, Planning and Development Services
Dale Baker, Building and Enforcement Services
Robert Staples, Fire Chief, Fire/Rescue Department
Gerald Chancellor, Public Works and Utilities
Steve Moore, Parks & Recreation

Prepared by:

Finance Department Staff



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, 2012.

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 important 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 13/14 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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"Building Deltona's Future Through Continued Efficiencies and Effectiveness"

September 3, 2013

CITY MANAGER'S BUDGET MESSAGE

Honorable Mayor and Commissioners:

I am pleased to present the Fiscal Year 13/14 Annual Budget for your consideration. 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 community. The Deltona City Commission has continued to support the development of quality municipal services for City residents; these services make Deltona a great place in which to live, work and raise families. Our responsibility is to provide a balanced budget that helps to achieve the Commission's goals. Even though we continue to deal with difficult economic challenges, I am confident this budget will move the City forward pursuant to the Commission's direction, while improving strict adherence to stewardship of public funds and the City's long-term financial health.

This year, City staff held one General Fund workshop on July 8th and one workshop on August 12th for Special Revenue and Enterprise funds (Deltona Water) in order to actively engage the Commission in the budget process. Staff prepared a balanced General Fund budget with a proposed millage rate of 7.99, the same rate as the previous year, which represents an increase of 4.8% over the rolled back rate of 7.6243. The rolled back rate is the rate that would bring in an amount of property tax revenue equal to the prior year. The rate of 7.99 was presented to the Commission and was adopted as the proposed tentative millage rate on July 15, 2013. The City did experience a small increase in property values but it was decided not to reduce the millage rate as the City continues to respond to difficult economic times. Staff was, however, able to reduce expenditures enough so that the City was able to fund the State mandated increase to the State's pension fund (Florida Retirement System), increased health insurance costs, increased Union contract costs of \$343,100, as well as a \$520,000 increase to the Volusia County Sheriff's Office (VCSO) contract, mostly attributable to additional liability insurance costs as well as the State mandated increase to the State's pension fund (Florida Retirement System). A small operating surplus of just over \$70,000 or 0.2% of operating revenues presented in this budgeted. Throughout the budget process, as well as all year long, staff continues to work diligently toward overcoming the concerns regarding ever increasing costs, including inflation. Fortunately, General Fund revenues increased by \$1,138,620 over FY 12/13 budgeted revenues. In presenting a balanced budget with a millage rate of 7.99, we believe staff has adequately positioned the City to address any unanticipated expenses that may arise in the upcoming year.

The budget theme for this year remains "*Building Deltona's Future Through Continued Efficiencies and Effectiveness*". This reflects our on-going goal of doing more with less given the distressed economic times which have continued for the past several years. Staff has prepared and is presenting a balanced budget which will allow us to continue to provide quality services to all of our residents while managing our resources in the most efficient manner possible.

OVERVIEW

At the onset of the budget process, staff was once again directed to continue reducing costs wherever possible, with the focus of reducing operating costs in both the General Fund and the Deltona Water Utility Fund. Total General Fund operating expenditures increased by \$1,280,900, or 4.25%, mostly attributable to a combination of State mandated increased pension costs, increased liability insurance costs related to the Volusia County Sheriff’s Office contract, increased Union contact costs and health insurance costs largely attributable to the Affordable Care Act. The City was able to cover these additional costs through a combination increasing revenues as well as cutting operating expenses in other areas. No cuts in levels of service are presented in this budget.

In FY 08/09, 55% of the General Fund operating budget was devoted to public safety. At the time that was the highest percentage in the history of the City. All subsequent budgets have broken that record. FY 13/14 continues this trend and maintains the same percentage as the prior two years. The chart below illustrates the percent of the General Fund budget dedicated to public safety, illustrating the City’s continuing commitment to proving top-notch public safety services.

% of General Fund Budget <u>Dedicated to Public Safety</u>	
FY 08/09	55.0%
FY 09/10	58.0%
FY 10/11	61.0%
FY 11/12	59.5%
FY 12/13	59.5%
FY 13/14	59.5%

Another noteworthy statistic is the average City of Deltona property taxes per household. The chart below depicts the average Deltona property taxes per household, which has steadily decreased over the past several years.

Average Property Taxes per <u>Deltona Household</u>	
FY 06/07	\$ 333.47
FY 07/08	314.34
FY 08/09	308.39
FY 09/10	308.65
FY 10/11	291.85
FY 11/12	281.79
FY 12/13	270.73
FY 13/14	287.21

For FY 13/14 the average household will pay nearly \$46 less city property taxes, or 14% **less**, than **seven** years earlier. Deltona residents continue to pay among the lowest city property taxes in the county.

During FY 11/12, staff put life insurance, short term disability and long term disability benefits out to bid. As a result, the cost of those employee benefits were successfully reduced in the FY 12/13 budget. Those reductions continue into the FY 13/14 budget. However, the City's health insurance costs increased 9.0% in the FY 13/14 budget, attributable to both the City's claims history and the Affordable Care Act. It is important to note that while the City's health insurance costs did increase, the original quoted increase was 27%; staff was able to negotiate that increase with the current provider down to 9.0%. The City's general insurance package was negotiated and reduced slightly; however, there was a \$200,000 increase in the cost to provide coverage for the Volusia County Sheriff's contract. Given the all-around diligence of staff to either cut or maintain overall operating costs, the City was able to provide for a modest merit increase for all non-bargaining City employees. In September, 2013, after several years of negotiations, the Commission and the City's Firefighters' Union reached an agreement and entered into a contract resulting in a total cost for FY 13/14 of \$343,100.

The FY 13/14 budget does not provide for any funding to continue the City's sidewalks program, compared to \$613,000 in sidewalks funding in the FY 12/13 budget.

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

The two most important principles that were emphasized are that the budget balances – and it does – and that we do 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. This budget does not use any of the City's reserves but actually presents an overall surplus of just over \$93,000.

In FY 10/11, the Commission established, by resolution, two General Fund reserves: a Natural Disaster Reserve of \$6 million and an Operating Reserve equal to two months of average annual operating expenditures. Additionally, in FY 11/12, the Commission established, by resolution, two additional General Fund reserves – one for Economic Development Incentives in the amount of \$1,000,000 and one for City Infrastructure Incentives in the amount of \$1,000,000. These designated funds may only be used by obtaining Commission approval.

At the beginning of the budget process, Department Directors were instructed to develop their budgets using the current year's estimated actual 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 reflecting only necessary expenditures. Each department has played a critical role in presenting you with a balanced budget today. The proposed revenue and spending plan shows the City continuing to be in good financial standing throughout the upcoming year, and our hope is that this resource plan addresses the major issues identified in Commission discussions. While the economy has shown some signs of improvement, the City has taken the position to move forward very cautiously in order to be prepared for a slow recovery, or even another downturn.

BUDGET HIGHLIGHTS

Deltona is a full-service city and, as such, draws from a number of revenue sources and funds a variety of services

Revenue Sources:

	General Fund	Special Revenue Funds	Enterprise Fund	Capital Project Funds	Total
Taxes	\$ 22,976,220	\$ -	\$ -	\$ -	\$ 22,976,220
Licenses/Permits	299,000	-	-	-	299,000
Special Assessments	-	8,913,422	-	-	8,913,422
Impact Fees	-	203,290	260,000	-	463,290
Intergovernmental	6,705,800	2,075,000	1,896,000	-	10,676,800
Charges for Services	150,000	-	17,859,802	-	18,009,802
Fines & Forfeits	202,000	-	-	-	202,000
Grants	-	2,385,926	-	-	2,385,926
Miscellaneous	1,169,700	973,720	170,500	15,000	2,328,920
Debt Proceeds	-	-	12,950,000	-	12,950,000
Total	\$ 31,502,720	\$ 14,551,358	\$ 33,136,302	\$ 15,000	\$ 79,205,380

Appropriated Expenditures:

	General Fund	Special Revenue Funds	Enterprise Fund	Capital Project Funds	Total
Operating (1)	\$ 30,382,100	\$ 11,221,265	\$ 8,828,200	\$ -	\$ 50,431,565
Capital Outlay	-	5,350,400	22,701,400	1,715,200	29,767,000
Debt Service	-	1,982,575	5,574,700	-	7,557,275
Total Appropriations	\$ 30,382,100	\$ 18,554,240	\$ 37,104,300	\$ 1,715,200	\$ 87,755,840

Transfers In (Out):

	General Fund	Special Revenue Funds	Enterprise Fund	Capital Project Funds	Total
Transfers In	\$ 23,000	\$ 175,000	\$ -	\$ 1,050,000	\$ 1,248,000
Transfers Out	(1,050,000)	(198,000)	-	-	(1,248,000)
Net Transfers	\$ (1,027,000)	\$ (23,000)	\$ -	\$ 1,050,000	\$ -

(1) For purposes of this schedule the term "Operating" does not include \$1,050,000 of recurring transfers to the Replacement Equipment Fund which instead is included in "Transfers Out".

Property Taxes

For FY 13/14, the City experienced a small increase in property values of just over 5%. As the economy continues on a very slow and unstable recovery, the Commission decided that it was in the City's best interest to adopt a millage rate of 7.99. This is the same millage rate as the prior year but, because property tax values increased, represents a 4.8% increase over the rolled back rate of 7.6243. Even though the millage rate remains the same at 7.99, it is considered a tax increase because it will generate about \$445,220 more revenue for the City than it did in the prior year.

While this budget shows an operating surplus for the General Fund the General Fund still does not have the ability to cover any debt service should the need arise. In addition, it will only be able to fund pay as you go capital projects out of reserves, as exemplified by providing for sidewalks funding from reserves in FY 12/13. Although the City did experience a slight increase in property tax revenues, the City continues to take a very conservative approach toward the economic recovery in an effort to guard against either a continued slow recovery or a new recession. The overall economic outlook for the City remains substantially the same as it was in prior years. The assessment date for the FY 14/15 year is about four months away and the City has received no indication that a full and speedy economic recovery is in process. Due to the restrictions imposed by "Save Our Homes", as well as the absence of major commercial development in the City, even with modest increases in property values it will likely be many years before we reach ad-valorem revenue levels comparable to FY 06/07 which was the year of the highest ad-valorem revenues in the City's history.

Revenues Increase and Decrease

The City relies on a wide variety of revenue sources. General Fund budgeted operating revenues for FY 13/14 increased by \$1,138,620, or 3.61%, over the prior year budget. For FY 13/14 the following changes in revenues are anticipated when compared to the FY 12/13 budget:

General Fund:

- Taxes overall, which include ad-valorem, as well as various franchise fees and service taxes, which include electric, gas, and telecommunications, are expected to increase in the aggregate by \$433,220. This increase is mainly driven by the increased millage rate which equated to an increase of \$445,220 of property tax revenue. Electric Utility Service Taxes are anticipated to increase by almost \$300,000 while Telecommunications and Gas/Propane Service Taxes and Electric Utility Franchise fees are anticipated to drop by almost \$297,000, combined.
- Licenses/permits are budgeted to increase by \$31,900 due to an anticipated increased number of permits issued to new residential and commercial construction due to a modest uptick in the overall economy.
- Intergovernmental revenues are budgeted to increase by \$533,800. Of this increase, \$306,600 is attributable to an increase in the State Revenue Sharing figures provided by the State. Both the Half-Cent Sales Tax and 8th Cent Motor Fuel Use Tax are anticipated to increase a total of \$265,400 over the FY 12/13 budget based on figures provided by the State. Other accounts included in intergovernmental revenue are anticipated to experience some minor increases as well as some minor decreases.

Budget Message

- Charges for Services are budgeted to decrease by \$10,000 based on current year projections of actual. Parks/Recreation Fees are budgeted for the same amount as in FY 12/13.
- Fines and Forfeits are budgeted to increase by \$25,000 based on current projections of actual. This is primarily due to a projected increase in the collection of Code Enforcement Violations.
- Miscellaneous revenues are expected to increase by \$104,700 over the prior year budget.

Other Funds:

- Impact fees are expected to increase by \$368,930 as the economy slowly picks up and the number of construction permits issued increases.
- Water and sewer charges for services are budgeted to decrease by \$3,050,698 over the FY 12/13 budget as the Commission listened to residents and reacted to the request to reduce rates and revisit the utility's rate structure.

Expenditures Increase and Decrease

1. General Government – an increase of \$404,900.
2. Public Safety – an increase of \$766,200.
3. Physical Environment – an increase of \$421,000.
4. Transportation – a decrease of \$94,300.
5. Economic Environment – a decrease of \$849,591.
6. Culture/Recreation – an increase of \$182,900.

Other Items:

Once again, appropriations for training, travel, memberships and publications were approved for only critical training and memberships.

This budget includes \$343,100 for pay increases and enhanced benefits as a result of the signing of the Firefighters' Union contract.

Other Funds

- Stormwater operating expenses increased by \$36,100, or a mere 1.7%, as staff strived to hold the line on spending.
- Solid Waste total operating expenses increased by \$26,800, or .5% as staff strived to hold the line on spending.
- Transportation Fund operating expenses decreased by \$22,200, or 17.2%, attributable to a reassignment of staff as bond proceeds are depleted, projects are completed and the activities in the fund wind down.
- Deltona Water overall operating expenses increased by \$169,700, or 2%, spread over multiple line items, as the Water/Wastewater utility reacts to the reduction in water rates and continues to hold the line on spending.

CONCLUSION

This budget message and subsequent document highlights the operation and management of the City of Deltona in continued difficult times as we transition, hopefully, back into better times. Since we have pursued cost savings and efficiencies wherever we could find them over the years, contrary to the “government stereotype”, in each of the last five years the City has actually saved money in the area of non-public safety by spending LESS than budgeted. In turn all of those “operational surpluses” were then incorporated into the budget of the following year. In Deltona, actual City property taxes per household continue to be next to the lowest in the County. We have been the lowest or next to the lowest for many years. Per-capita General Fund spending continues to be at or near the lowest in the County. Staffing levels also indicate that the ratio of employees to residents is by far the lowest in the County. Put another way, the City has done more with less and we intend to continue to do so.

As the City’s single most important policy document, the annual budget serves as the Commission’s ultimate planning tool to serve the needs of the community and to continue to provide quality services to more than 85,000 residents. We sincerely appreciate the support of a dedicated City Commission, involved residents, and our committed City staff.

It continues to be a pleasure to serve as the City Manager in our evolving community.

Respectfully submitted,



William “Dave” Denny
Acting Deltona City Manager

GENERAL INFORMATION

The City of Deltona is approximately 42 square miles in size and is located in the southwest corner of Volusia County, in the east central part of the Florida Peninsula. Deltona is situated along the Interstate 4 corridor approximately 25 miles northeast of Orlando and approximately 25 miles southwest of Daytona Beach. The City of Deltona is adjacent to the cities of DeBary, Orange City and Lake Helen and is in close proximity to the City of DeLand. The City of Deltona also abuts the rural communities of Cassadaga, Enterprise and Osteen.

Since its creation, Deltona has been a haven for young and old alike relocating from many areas of the country and other more congested areas of Florida. The unhurried lifestyle combined with its location has made the City of Deltona an ideal choice for living the affordable Florida lifestyle. In general, the population of the City is becoming younger and more diversified in ethnicity.

CITY GOVERNMENT

The City started as a planned community by the Deltona Corporation in 1962, with 36,000 building sites targeted at retirees. It remained unincorporated until 1995 when, through a referendum election, residents chose to organize as a city. The City’s operation began on December 31, 1995, and over 85,000 residents of all ages now call Deltona home.

The City operates under a Commission-Manager form of government consisting of a seven member Commission. Residents select, through non-partisan elections, a Mayor who represents the City at large and six Commissioners who each represent a specific district of the community. The City is governed by its Charter and by State and local laws and regulations. The Commission is responsible for the establishment and adoption of City policy and appointing a 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 of the City.

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. The following are the current members of the City Commission listed with their respective term expiration years.

John Masiarczyk, Sr., Mayor	2014
Zenaida Denizac, Vice Mayor	2014
Webster Barnaby, Commissioner	2016
Heidi Herzberg, Commissioner	2014
Nancy Schleicher, Commissioner	2016
Fred Lowry, Jr., Commissioner	2014
Chris Nabicht, Commissioner	2016

GENERAL INFORMATION (Continued)**EXISTING LAND USES AND CONDITIONS**

The land area of the City was primarily developed within the Deltona Lakes Planned Unit Development (PUD). The Deltona Lakes PUD is comprised of both residential and non-residential tracts. The land use pattern is dominated with low density single family residential homes. Of the ±36,700 platted single family lots, over 34,000 are developed residential units. The remaining residential lots are either located individually within existing residential neighborhoods or are platted within master planned subdivisions that are typically phased.

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 uses are designated for office, industrial, and agricultural uses. Approximately 3% of all developed land within Deltona is platted for commercial use. The use varies from small neighborhood-oriented retail to large “big box” retail; such as grocery stores, hardware stores, or movie theaters.

The commercial land uses 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 less than three (3) acres of commercial property serving every 1,000 people in Deltona. The regional commercial average is approximately six (6) acres of commercial property for every 1,000 persons. The recent commercial development within the City is bringing the City closer to that average.

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 is approximately four (4) acres per 1,000 persons. The City was not created for industrial purposes and has been a model suburban community near a large metropolitan core throughout Deltona's history. Thus, the ratio for industrial land uses to population will likely not achieve the regional 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 large vacant land area, which can accommodate future non-residential growth. With over 900 acres, the area includes land zoned for commercial, industrial, and agricultural use and is envisioned for more intensive commercial and, potentially, industrial uses. The Property Appraiser's tax rolls identify ±61 acres of vacant industrial property within the Activity Center.

GENERAL INFORMATION (Continued)

EDUCATION

The City has nine (9) elementary schools, three (3) middle schools, and two (2) high schools that are operated by the Volusia County School Board. Additionally, several Deltona students attend schools located outside of the City limits, such as Osteen Elementary and University High. Deltona High opened in 1989 on the City’s west-side and has an enrollment rate of 1,929 students for the 2013/14 school year. Pine Ridge High was constructed in 1994 on the City’s east-side and has an enrollment rate of 1,844 students for the 2013/14 school year.

The City also has private educational facilities, the largest of which is Trinity Christian Academy, located along Elkcam Blvd. The school has pre-K through 12 grades, with a total enrollment of 612 students for the 2013/14 school year. Approximately 115 of those students are in high school.

For post-secondary education, the Daytona State College (DSC) Deltona Center Campus is located at the City of Deltona’s Municipal Complex that accommodates City Hall on a ±10-acre parcel within the overall ±100-acre State educational site. The DSC Deltona Center Campus was opened in August 2004. The City previously provided ±4,000 sq. ft. of classroom space within City Hall to DSC. That lease term expired in March 2012 and the space is currently used by the City. Finally, Bethune Cookman University is scheduled to open a Deltona Campus in August of 2013, located at 1555 Saxon Blvd., in the Dr. Jerry Robinson Medial Plaza, and with an anticipated initial enrollment of up to 125 students.

FIRE SERVICES

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 our neighboring communities. The citizens of Deltona benefit from minimum staffing level of 18 personnel on duty 24/7/365 with 3 firefighters each on our 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 the 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.

GENERAL INFORMATION (Continued)

FIRE STATION FACILITIES AND LOCATIONS (Continued)

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.

LAW ENFORCEMENT

The City of Deltona continues to contract law enforcement services with the County of Volusia. This contractual relationship has been in place since the City’s incorporation in 1995.

We are committed to remaining aggressive in dealing with crime in a proactive way and offering varied tools to our officers to accomplish those ends. During FY 10/11, the City approved the addition of three (3) Sergeants and one (1) Deputy to Law Enforcement. In FY 11/12 the public safety level of service was again expanded with the addition of three (3) additional deputies as directed by Commission for a total of 79 deputies. FY 12/13 included the addition of a K-9 unit dog.

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.

In March 2009, the City of Deltona and Volusia County became co-owners of the future home of Thornby Park. The City contributed half of the \$3,000,000 purchase price. Volusia County, through the Volusia Forever program, paid the remaining cost. The site is almost 40 acres of pristine wooded property including 1,000 feet of shoreline on the scenic St. Johns River.

Additionally, the City was awarded a Volusia County ECHO grant of \$393,750 to assist in the construction of an all-inclusive playground at the newly acquired Thornby Park. The all-inclusive playground project is now completed and is a valuable asset for Volusia County and the City of Deltona.

GENERAL INFORMATION (Continued)**PARKS AND RECREATION (Continued)**

The City hopes to pursue and secure other grant opportunities in the future that will enable us to continue various park improvements including the new 122-acre sports complex in the Alexander/Providence area. Additionally, in the near future, the construction of a shared use pathway approximately 4,700 ft. long will connect Thornby Park on Providence Boulevard with the Lake Monroe Boat Ramp and Green Springs Park on Lake Shore Drive. This short loop off of the East Central Florida Regional Rail Trail will provide access to the three parks, local residences and the City of Deltona Community Center. The anticipated date for construction is planned for 2015.

As we continue to provide safe areas for our citizens, we are working with Volusia and Seminole Counties to enhance the present St. Johns River Trail System. We will make every effort to promote recreation and environmental opportunities to the citizens of the City of Deltona.

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 July 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 completion of the Drysdale-Chapel Stormwater Retrofit Drainage Project, the Lackland retention pond project and other Stormwater 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. In June 2010, the City was awarded a \$937,500 grant from the State of Florida, Department of Community Affairs and the County of Volusia. The monies have provided financial assistance in the completion of three stormwater projects consisting of Lake Tivoli stormwater diversion, and two new pump stations at Piedmont, and Tivoli/Wheeling. Another new stormwater pumping station was constructed on Norwood Drive. These projects will increase the capacity of the existing stormwater transfer systems to prevent local area flooding during times of excessive rainfall. In 2012 and 2013, the City also completed the Kraft-Bluefield retention pond expansion, the Mapleshade, Tipton, Keyes Lane, Lake Gleason, and Holston stormwater projects to alleviate local roadway flooding. Other additional CBDG and smaller stormwater projects have been completed or are in various stages of design / permitting, bidding or actual construction.

GENERAL INFORMATION (Continued)

ECONOMIC ENVIRONMENT

The City is following an economic upturn both nationally and regionally. The Central Florida region took proactive steps within the past five years of economic downturn to expand roads and interstates, reduce land acquisition activities to create demand for real estate, upgrade public utilities to better serve the existing and projected population, and rewrite regulations to streamline and facilitate both economic growth and environmental protection. An emphasis was placed on a high quality of life for the region through actions of Myregion.org and Open for Business with Enterprise Florida. The City of Deltona was actively involved in both programs.

The City continues to focus on and achieve three major activities – process development review applications through to construction, expand public facilities to accommodate existing and future growth, and rewrite regulations to streamline the process. The City benefited from new businesses opening in vacant suites of existing buildings and in the construction of new retail stores.

The City commenced on two significant public works capital projects with the beginning of the Eastern Water Reclamation Facility and the construction of the regional pump station located near the intersection of Howland and Elkcam Boulevards. Completion of those 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.

Deltona is gradually becoming more self-sustainable, with less reliance on adjacent communities to provide places to shop, work, and for entertainment. Area employment continues to consist of predominately service-related activities, retail trade, manufacturing, government, and construction. The City is experiencing an influx of population into southwest Volusia County, which is having a positive effect on the reduction in home foreclosures, rehabilitation of homes, and land value stability.

While residents have traditionally enjoyed a suburban lifestyle in Deltona, the influx of population continues to place demands on facilities, services, and daily needs for goods and services. The City has focused on a more balanced land use approach and development program to provide its residents. This includes medical care facilities, retail commercial, restaurants, and entertainment centers. Going forward, the City will establish employment centers and expanded recreational areas for greater sustainability.

GENERAL INFORMATION (Continued)**HOUSING AND COMMUNITY DEVELOPMENT**

The City of Deltona receives grant funds from the Department of Housing and Urban Development (HUD) to administer housing and community development activities that are aimed at strengthening communities through partnerships, collaboration, and empowerment to promote self-sufficiency. With the primary goal centered on affordable housing for low income households, these programs are essential in promoting services to reach across various segments of the community.

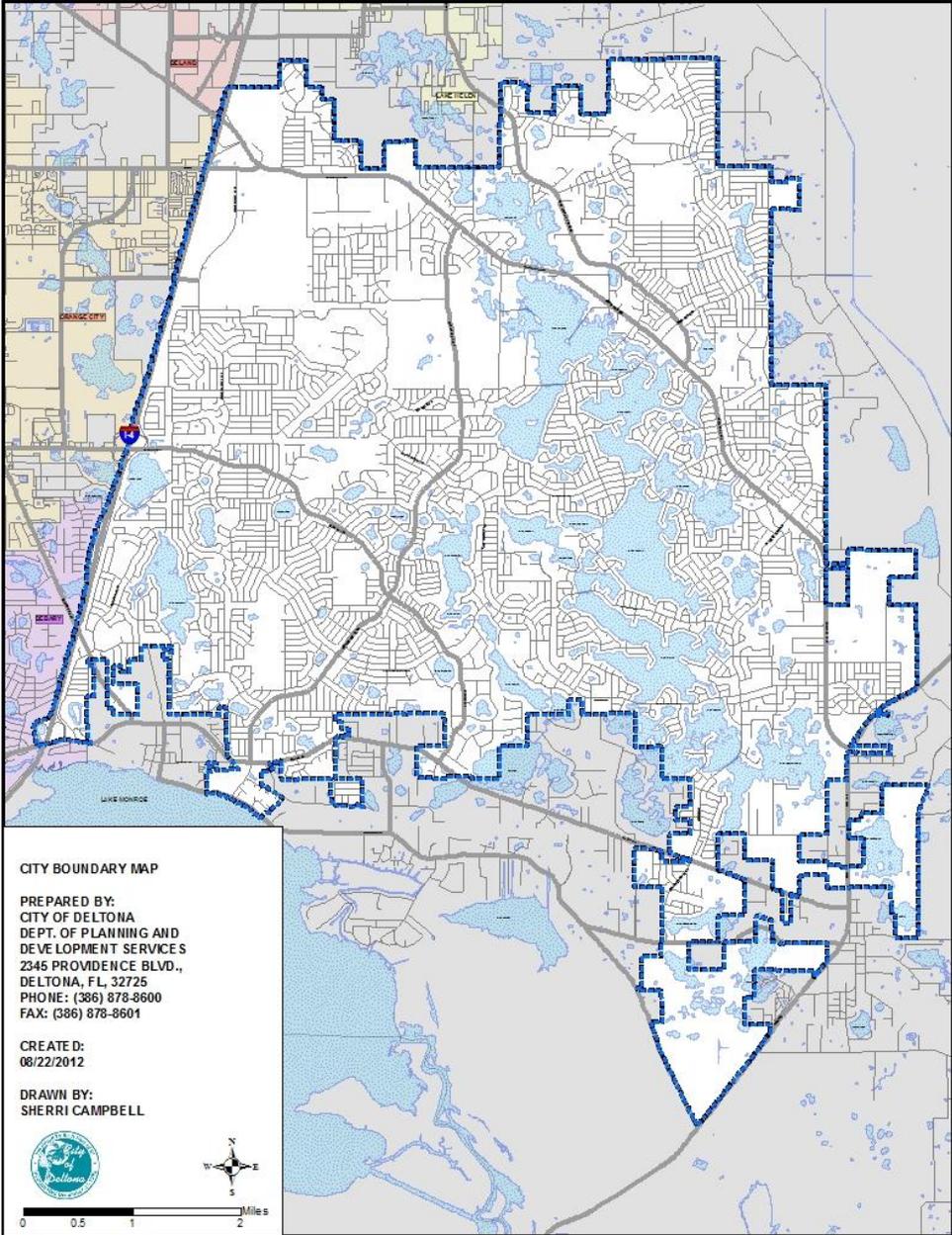
Programs such as mentoring, college scholarships, childcare, and senior activities are only a few of the programs funded through Community Development Block Grant (CDBG) funds. Through active participation in Access West Volusia, the City is increasing its outreach to residents by engaging social service agencies (i.e. the Florida Department of Children and Families, United Way, Council on Aging, and Volusia County Human Services, etc.) to bring their services to Deltona.

The City's operation of the Neighborhood Stabilization Program (NSP) and State Housing Initiative Partnership (SHIP) has also been a success. Homes that were falling into disrepair have been rehabilitated and are now homes for individuals and families. Coupled with the City's land use pattern that is primarily residential (over 90% built-out), there was a 23% increase in population since 2000. Thus, the City is faced with the need to accommodate population growth and the additional housing needed to manage it.

Location Map



The City of Deltona is approximately 42 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

DEMOGRAPHICS

POPULATION – 2011	85,233	100.0	AREA	42	sq. miles
As of August 18, 2012	85,281				
HOUSEHOLDS			HOUSING UNITS-OCCUPIED	30,223	100.0
Total households	30,223	100.0	Owner-occupied housing units	24,623	81.5
Family households (families)	23,046	76.3	Renter-occupied housing units	5,600	18.5
With own children under 18 years	9,928	32.8			
Married-couple family	16,612	55.0	HOUSEHOLD INCOME		
With own children under 18 years	6,594	21.8	Less than \$10,000	1,477	5.3
Female householder	4,633	15.3	\$10,000 to \$14,999	1,560	5.6
With own children under 18 years	2,429	8.0	\$15,000 to \$24,999	3,162	11.3
Non-family households	7,177	23.7	\$25,000 to \$34,999	2,412	8.6
Householder living alone	5,458	18.1	\$35,000 to \$49,999	5,129	18.3
Householder 65 years and over	2,216	7.3	\$50,000 to \$74,999	6,510	23.2
Households with dwellers age 18 or less	11,571	38.3	\$75,000 to \$99,999	2,992	10.7
Households with dwellers age 65+	8,048	26.6	\$100,000 to \$149,999	3,152	11.2
			\$150,000 to \$199,999	962	3.4
			\$200,000 or more	693	2.5
AGE			Median household income (dollars)	50,682	(X)
Under 5 years	5,295	6.2			
5 to 9 years	5,890	6.9	OCCUPATION		
10 to 14 years	6,254	7.3	Management, professional	8,443	23.1
15 to 19 years	6,471	7.6	Service occupations	8,094	22.2
20 to 24 years	4,857	5.7	Sales and office occupations	11,244	30.8
25 to 34 years	10,583	12.5	Construction, extraction, maint.	5,235	14.3
35 to 44 years	11,861	13.9	Production, transportation, & moving materials	3,491	9.6
45 to 54 years	13,072	15.3			
55 to 59 years	5,173	6.1	VEHICLES / HOUSEHOLD		
60 to 64 years	4,610	5.4	None	691	2.5
65 to 74 years	6,056	7.1	1	9,230	32.9
75 to 84 years	3,680	4.3	2	14,258	50.8
85 years and over	1,380	1.6	3 or more	3,870	13.8
SEX			SCHOOL YEARS COMPLETED		
Male	41,497	48.7	Population 25 years and over	56,624	100.0
Female	43,685	51.3	Less than 9 th grade	1,983	3.5
			9 th to 12 th grade, no diploma	6,564	11.6
RACE			High school graduate or GED	19,682	34.8
One race	82,104	96.4	Some college, no degree	14,026	24.8
White	65,348	76.7	Associate's degree	5,173	9.1
Black or African American	9,271	10.9	Bachelor's degree	5,970	10.5
American Indian & Alaskan Native	414	0.5	Graduate or professional degree	3,226	5.7
Asian	1,074	1.3	Percent high school graduate or higher	(X)	84.9
Hispanic or Latino (of any race)	25,734	30.2	Percent bachelor's degree or higher	(X)	16.2
Native Hawaiian & Pacific Islander	49	0.1			
Some other race	5,948	7.0	AGE OF HOUSING		
Two or more races	3,078	3.6	1939 or earlier	54	0.2
			1940 to 1959	284	0.9
HOUSING VALUE <i>Specified owner-occupied units</i>			1960 to 1969	1,748	5.3
Less than \$50,000	600	2.6	1970 to 1979	3,921	12.0
\$50,000 to \$99,999	4,750	20.3	1980 to 1989	12,282	37.5
\$100,000 to \$149,999	8,891	37.9	1990 to 1999	7,559	23.1
\$150,000 to \$199,999	5,943	25.4	2000 to 2004	4,990	15.2
\$200,000 to \$299,999	2,677	11.4	2005 or later	1,897	5.8
\$300,000 to \$499,999	517	2.2			
\$500,000 to \$999,999	0	0.0	(X) = Not Applicable		
\$1,000,000 or more	52	.2	Information taken from 2010 Census of Population & Housing Summary Report		

Demographics

EXISTING POPULATION DISTRIBUTION

	<i>Deltona</i>		<i>Volusia County</i>		<i>Florida</i>	
	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

	<i>Deltona</i>		<i>Volusia County</i>		<i>Florida</i>	
	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
<i>Race alone with one or more races³</i>						
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 (X)= Not applicable; ¹Other 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.

Demographics

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

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, 2012**

<u>Taxpayer</u>	<u>Type of Business</u>	<u>Taxable Assessed Value</u>	<u>Percentage of Total Taxable Assessed Value</u>
Florida Power Corporation	Utility	\$ 23,519,291	1.6%
Florida Power & Light Company	Utility	16,738,804	1.1%
Wal-Mart Stores East LP	Discount Dept. Store	13,043,483	0.9%
Publix Super Markets, Inc.	Grocery Store	9,442,941	0.6%
Lowe's Home Centers, Inc.	Home Improvement Store	9,141,084	0.6%
Bright House Networks LLC	Utility	8,238,215	0.6%
D O T Properties N V	Real Estate	6,940,500	0.5%
EPIC Properties of Deltona LLC	Theatre/Auditorium	6,232,906	0.4%
Deltona Partners LLC	Real Estate	5,853,137	0.4%
Bellsouth Telecommunication, Inc.	Utility	5,301,971	0.4%
All Other		<u>1,365,373,264</u>	<u>92.9%</u>
	Total	\$1,469,825,596	100.0%

Source: County of Volusia Property Appraiser

MISCELLANEOUS STATISTICS

General City Information

Date of incorporation.....	December 31, 1995
Form of Government.....	Commission – City Manager
Area in square miles.....	42
Number of paved streets.....	1,640
Miles of maintained streets.....	423.54
Developed lots.....	33,700
Platted single-family residential lots.....	36,700

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.....	9,023
Number of inspections conducted.....	3,548

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
Number of service connections.....	6,378
Daily average treatment in gallons.....	0.767 mgd
Maximum daily capacity of treatment plant in gallons.....	1.40 mgd

Water System

Miles of water mains.....	505
Number of services connections.....	31,193
Number of fire hydrants.....	1,330
Daily average consumption in gallons.....	8.405 mgd
Maximum daily capacity of plant in gallons.....	27.9 mgd
Number of Water Treatment Plants.....	16

ORGANIZATIONAL CHART



Citizens of Deltona

Elected Officials
 John C. Masiarczyk, Sr., Mayor
 Zenaida Denizac, District 1, Vice Mayor Webster Barnaby, District 2
 Heidi Herzberg, District 3 Nancy Schleicher, District 4
 Fred Lowry, Jr., District 5 Chris Nabicht, District 6

Various Appointed Boards & Committees

City Clerk's Office
 Joyce Kent, 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
 Tom Acquaro, MPA,
 IPMA-CP, Director

- Human Resources
- Risk management

Acting City Manager
 William "Dave" Denny

Acting Deputy City Manager
 Dale Baker

Information Technology
 Steve Narvaez, IT Manager

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

City Attorney
 Gretchen "Becky" Vose

Fire / Rescue Department
 Robert "Bob" Staples, CMO
 Fire Chief

- Operations/Combat
- Emergency Management/ Administration
- Fire Loss Management

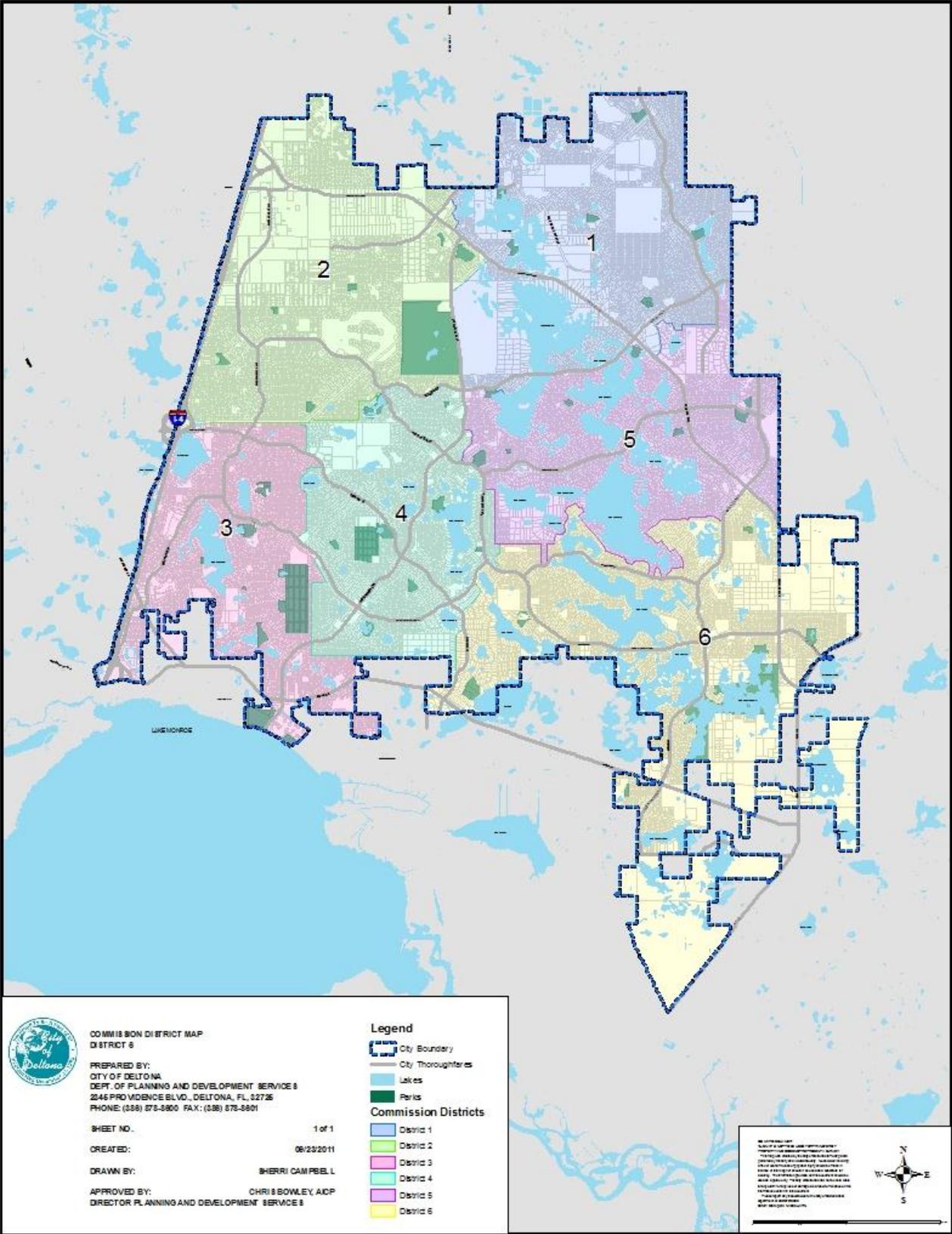
Law Enforcement
 Captain David "Dave" Brannon
 District Commander

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

	Estimated Actual				
	FY11	FY12	FY13	Change	FY14
GENERAL FUND:					
City Commission	0.5	1.0	1.0	0.0	1.0
City Manager	6.5	6.5	6.0	0.0	6.0
City Clerk	5.5	5.5	5.5	0.0	5.5
Finance Department	11.0	11.0	12.0	0.0	12.0
Information Technology Services	5.0	5.0	5.5	0.5	6.0
City Attorney	5.0	2.0	2.0	0.0	2.0
Planning & Development Services	8.0	8.0	8.0	0.0	8.0
Building & Enforcement Services					
Construction Services	8.0	10.5	10.5	0.0	10.5
Enforcement Services	13.0	14.0	16.0	0.0	16.0
	<u>21.0</u>	<u>24.5</u>	<u>26.5</u>	<u>0.0</u>	<u>26.5</u>
Human Resources	4.5	4.5	4.5	0.0	4.5
General Government	0.0	0.0	0.0	0.0	0.0
Fire/Rescue					
Administration Division	93.0	9.5	8.0	0.0	8.0
Operations Division	0.0	69.0	69.0	0.0	69.0
	<u>93.0</u>	<u>78.5</u>	<u>77.0</u>	<u>0.0</u>	<u>77.0</u>
Public Works					
Traffic Operations	5.0	5.0	6.0	0.0	6.0
Engineering Division	5.0	5.0	5.0	0.0	5.0
Field Operations	11.0	11.0	10.0	0.0	10.0
Administration Division	2.0	2.0	2.0	0.0	2.0
Fleet Maintenance	4.0	4.0	5.0	0.0	5.0
	<u>27.0</u>	<u>27.0</u>	<u>28.0</u>	<u>0.0</u>	<u>28.0</u>
Parks & Recreation	26.0	25.0	25.0	1.0	26.0
TOTAL GENERAL FUND	<u>213.0</u>	<u>198.5</u>	<u>201.0</u>	<u>1.5</u>	<u>202.5</u>
SPECIAL REVENUE FUNDS:					
Stormwater Fund	26.0	26.0	26.0	0.0	26.0
Solid Waste Fund	2.0	2.0	2.0	0.0	2.0
State Housing Initiatives (SHIP)	1.0	0.0	0.0	0.0	0.0
Neighborhood Stabilization (NSP 1)	0.5	1.5	1.5	0.0	1.5
Neighborhood Stabilization (NSP 3)	0.0	1.0	1.0	0.0	1.0
TOTAL SPECIAL REVENUE FUNDS	<u>29.5</u>	<u>30.5</u>	<u>30.5</u>	<u>0.0</u>	<u>30.5</u>
ENTERPRISE FUND:					
Water Utility Services					
Administration	5.0	6.0	6.0	1.0	7.0
Water Plant Operations	10.0	11.0	11.0	1.0	12.0
Wastewater Plant Operations	9.0	9.0	9.0	0.0	9.0
Customer Service/Billing	16.0	16.0	16.0	0.0	16.0
Water/WW Field Operations	24.0	22.0	22.0	1.0	23.0
TOTAL ENTERPRISE FUND	<u>64.0</u>	<u>64.0</u>	<u>64.0</u>	<u>3.0</u>	<u>67.0</u>
TOTAL ALL FUNDS	<u>306.5</u>	<u>293.0</u>	<u>295.5</u>	<u>4.5</u>	<u>300.0</u>

BUDGET SUMMARY - STAFFING CHANGES

	Number of Postions (full & part-time) by Department									Budgeted		
	FY13			Change			FY14			Full-time Equivalents		
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FY13	Change	FY14
GENERAL FUND												
City Commission	1.0	-	1.0	-	-	-	1.0	-	1.0	1.0	-	1.0
City Manager	5.0	2.0	7.0	-	-	-	5.0	2.0	7.0	6.0	-	6.0
City Clerk	5.0	1.0	6.0	-	-	-	5.0	1.0	6.0	5.5	-	5.5
Finance Department	12.0	-	12.0	-	-	-	12.0	-	12.0	12.0	-	12.0
Inf. Technology Services	5.0	1.0	6.0	1.0	(1.0)	-	6.0	-	6.0	5.5	0.5	6.0
City Attorney	2.0	-	2.0	-	-	-	2.0	-	2.0	2.0	-	2.0
Planning & Development Svcs.	8.0	-	8.0	-	-	-	8.0	-	8.0	8.0	-	8.0
Building & Enforcement Services												
Construction Services	10.0	1.0	11.0	-	-	-	10.0	1.0	11.0	10.5	-	10.5
Enforcement Services	16.0	-	16.0	-	-	-	16.0	-	16.0	16.0	-	16.0
	<u>26.0</u>	<u>1.0</u>	<u>27.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>26.0</u>	<u>1.0</u>	<u>27.0</u>	<u>26.5</u>	<u>-</u>	<u>26.5</u>
Human Resources	4.0	1.0	5.0	-	-	-	4.0	1.0	5.0	4.5	-	4.5
General Government	-	-	-	-	-	-	-	-	-	-	-	-
Fire/Rescue												
Administration Division	8.0	-	8.0	-	-	-	8.0	-	8.0	8.0	-	8.0
Operations Division	69.0	-	69.0	-	-	-	69.0	-	69.0	69.0	-	69.0
	<u>77.0</u>	<u>-</u>	<u>77.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>77.0</u>	<u>-</u>	<u>77.0</u>	<u>77.0</u>	<u>-</u>	<u>77.0</u>
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	5.0	-	5.0	-	-	-	5.0	-	5.0	5.0	-	5.0
	<u>28.0</u>	<u>-</u>	<u>28.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>28.0</u>	<u>-</u>	<u>28.0</u>	<u>28.0</u>	<u>-</u>	<u>28.0</u>
Parks & Recreation	19.0	12.0	31.0	1.0	-	1.0	20.0	12.0	32.0	25.0	1.0	26.0
SPECIAL REVENUE FUNDS												
Stormwater Fund	26.0	-	26.0	-	-	-	26.0	-	26.0	26.0	-	26.0
Solid Waste Fund	2.0	-	2.0	-	-	-	2.0	-	2.0	2.0	-	2.0
State Housing Init. (SHIP)	-	-	-	-	-	-	-	-	-	-	-	-
Neighborhood Stab. (NSP 1)	1.0	1.0	2.0	-	-	-	1.0	1.0	2.0	1.5	-	1.5
Neighborhood Stab. (NSP 3)	1.0	-	1.0	-	-	-	1.0	-	1.0	1.0	-	1.0
ENTERPRISE FUND												
Water Utility Services												
Administration	6.0	-	6.0	1.0	-	1.0	7.0	-	7.0	6.0	1.0	7.0
Water Plant Operations	11.0	-	11.0	1.0	-	1.0	12.0	-	12.0	11.0	1.0	12.0
Wastewater Plant Operations	9.0	-	9.0	-	-	-	9.0	-	9.0	9.0	-	9.0
Customer Service/Billing	16.0	-	16.0	-	-	-	16.0	-	16.0	16.0	-	16.0
Water/WW Field Operations	22.0	-	22.0	1.0	-	1.0	23.0	-	23.0	22.0	1.0	23.0
	<u>64.0</u>	<u>-</u>	<u>64.0</u>	<u>3.0</u>	<u>-</u>	<u>3.0</u>	<u>67.0</u>	<u>-</u>	<u>67.0</u>	<u>64.0</u>	<u>3.0</u>	<u>67.0</u>
Total City Staff	286.0	19.0	305.0	5.0	(1.0)	4.0	291.0	18.0	309.0	295.5	4.5	300.0
Full Time Equivalent	286.0	9.5	295.5	5.0	(0.5)	4.5	291.0	9.0	300.0			

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
- b. Develop overall economic development plan
- c. Expansion of medical facilities on east side (SR 415)

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.

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 Fred Lowry, Jr., Nancy Schleicher, Vice Mayor Zenaída Denizac, Mayor John Masiarczyk, Sr., Commissioners Heidi Herzberg, Chris Nabicht and Webster Barnaby

**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							

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.

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.



FIVE-YEAR STRATEGIC ECONOMIC DEVELOPMENT PLAN

In 2007 the City of Deltona Commission established economic development and redevelopment as primary goals for Deltona. One of the objectives from the Two-Year Action Plan was the development of a five year strategic action plan.

Strategic Planning Group, Inc., (SPG) was retained by the City of Deltona to assist in the preparation of a five year strategic economic development plan for the City. As a part of the work program, SPG developed a socio-economic profile of the City, Volusia County, and similar cities and counties within the region for comparative purposes to gain an overview of the City. Workshops with the Deltona Economic Development Advisory Board (DEDAB) were held on August 18 and September 10, 2007, to obtain input on community issues, goals, objectives, and strategies for the plan. This effort resulted in the formulation of objectives and strategies to achieve the goals of the Five-Year Strategic Economic Development Plan that will be managed by the City’s Office of Economic Development and the City’s Planning & Development Services Department.

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

BUDGET PROCESS

GENERAL DESCRIPTION

The budget is a document that communicates to the citizens of the City, the Mayor & City Commission's vision and priorities for the upcoming fiscal year. Preparing the budget document is a major effort that affects almost every City employee. 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 documents used to demonstrate and carry out the Commission's plan. The following is an outline of the budget process.

PREPARATION

In April, each department receives a budget preparation package, which includes current year budget and actual data. Each department head then compiles budget requests for the new fiscal year including justifications.

The budget requests are given extensive review and revised as necessary by the City's Management staff. Upon completion of this review and matching with projected available revenues, the budget is compiled by the Finance Department and presented to the City Commission by the City Manager.

ADOPTION

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

The recommended budget is distributed to the Mayor and City Commission in July. Copies are then made available to the public and press and summaries offered to all those interested. A workshop meeting, also open to the public, may be conducted to review the proposed budget's content. The purpose of the meeting 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.

In September, two public hearings are held, 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 paid 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 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 in the total budget.

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.

FY 13/14 BUDGET CALENDAR

April 8, 2013 (6:30 p.m.)	<ul style="list-style-type: none"> • City Commission Budget Strategy Workshop
April 16, 2013	<ul style="list-style-type: none"> • Budget Preparation Begins – City Manager Provides Directors Guidance on Issues to be addressed, and Budget Workbooks Distributed to Departments
April 16 – May 16, 2013	<ul style="list-style-type: none"> • Departments complete Budget Submittal Packages • All requests for personnel changes to be submitted to HR by April 25th • Finance Department completes preliminary budget work
May 16, 2013	<ul style="list-style-type: none"> • Departments submit Budget Packages to Finance Director
May 16 – June 14, 2013	<ul style="list-style-type: none"> • Compilation of Budget data by Finance Department
June 1, 2013	<ul style="list-style-type: none"> • Letter stating the Pre-Preliminary Estimate of Assessed Taxable Value received from the County Property Appraiser’s Office
June 3 – 7 – 1 st meeting June 10–14 – 2 nd meeting	<ul style="list-style-type: none"> • Budget review by City Manager and Finance Director with Department Directors • Budget revisions by Departments, as needed
June 17, 2013 (6:30 p.m.) (or July 1, 2013)	<ul style="list-style-type: none"> • Commission Meeting <ul style="list-style-type: none"> ○ Preliminary Rate Resolutions for Special Assessments <ul style="list-style-type: none"> ▪ Stormwater Utility Assessment ▪ Solid Waste Management Assessment ▪ Streetlighting Districts’ Assessment
June 20, 2013 (6:30 p.m.)	<ul style="list-style-type: none"> • Town Hall Budget Forum <ul style="list-style-type: none"> ○ Citizens input on budget priorities
July 2 – July 12, 2013	<ul style="list-style-type: none"> • Budget highlights for City Manager meeting with individual City Commission Members as requested (one on one discussion)
July 8 – 9, 2013 (8:30 a.m.)	<ul style="list-style-type: none"> • Budget Workshop: Draft of Proposed Annual Budget presented to City Commission (General Fund and Capital Project Funds) <ul style="list-style-type: none"> ○ Budget Overview, Presentation and Discussion ○ Proposed Millage Rate Discussion
July 15, 2013 (6:00 p.m.)	<ul style="list-style-type: none"> • Special Commission Meeting <ul style="list-style-type: none"> ○ Tentative Proposed Millage Rate Resolution ○ Annual Rate Resolutions for Special Assessments <ul style="list-style-type: none"> ▪ Stormwater Utility Assessment ▪ Solid Waste Management Assessment ▪ Streetlighting Districts’ Assessment

FY 13/14 BUDGET CALENDAR (Continued)

By August 5, 2013	<ul style="list-style-type: none"> • 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 12, 2013	<ul style="list-style-type: none"> • Budget Workshop: Draft of Proposed Annual Budget presented to City Commission (Special Revenue Funds and Enterprise Fund) <ul style="list-style-type: none"> ○ Budget Overview, Presentation and Discussion
August 17, 2013	<ul style="list-style-type: none"> • Notice of Proposed Property Taxes (TRIM Notice) mailed to residents by County Property Appraiser’s Office
September 3, 2013 (6:30 p.m.)	<ul style="list-style-type: none"> • City Commission Meeting <ul style="list-style-type: none"> ○ First Public Hearing: Adoption of Tentative Budget & Millage Rate (Must be done between September 3rd and 18th)
September 12, 2013	<ul style="list-style-type: none"> • Publication of Budget in Newspaper
September 16, 2013 (6:30 p.m.)	<ul style="list-style-type: none"> • City Commission Meeting <ul style="list-style-type: none"> ○ Second Public Hearing: Adoption of Final Budget & Millage Rate (Must be done 2 to 5 days after publication)
September 18, 2013	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • Form DR-422 completed and certified to the County Property Appraiser’s Office
By October 15, 2013	<ul style="list-style-type: none"> • 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 NO. 2013-30

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA; ADOPTING AN AD VALOREM MILLAGE RATE FOR THE 2013-2014 FISCAL YEAR; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 3, 2013, City Commission adopted a tentative millage rate and a tentative budget, and established a date, time, and place for a public hearing to consider the final millage rate and the final budget for the 2013-2014 fiscal year; and

WHEREAS, the City Manager has delivered a recommended final budget for the 2013-2014 fiscal year; and

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

Section 1. A final ad valorem millage rate of 7.9900 mills is hereby adopted and levied for the 2013-2014 fiscal year.

Section 2. The final ad valorem millage rate of 7.9900 mills is 4.8 percent more than the rolled-back rate of 7.6243.

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

CERTIFIED

PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF
 DELTONA, FLORIDA, THIS 16th DAY OF September, 2013.

BY: John C. Masiarczyk
 JOHN C. MASIARCZYK, SR., Mayor

ATTEST:

Joyce Raftery
 JOYCE RAFTERY, City Clerk

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

Gretchen R.H. Wose
 GRETCHEN R.H. WOSE, City Attorney

NAME	YES	NO
BARNABY		✓
DENIZAC		✓
HERZBERG	✓	
LOWRY	✓	
MASIARCZYK	✓	
NABICHT	✓	
SCHLEICHER	✓	

STATE OF FLORIDA
 COUNTY OF VOLUSIA
 This is to certify that the
 foregoing is a true and correct copy of
Resolution No 2013-30
 witness my hand and official Seal this
17th day of September 20 13
Joyce Raftery
 (Joyce Raftery, CMC
 City Clerk, City of Deltona, Florida

RESOLUTION NO. 2013-31

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA; ADOPTING THE FINAL ANNUAL GENERAL FUND, SPECIAL REVENUE FUNDS, ENTERPRISE FUND, AND CAPITAL PROJECT FUNDS BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2013, AND ENDING SEPTEMBER 30, 2014; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 3, 2013, City Commission adopted a tentative millage rate and a tentative budget, and established a date, time, and place for a public hearing to consider the final millage rate and the final budget for the 2013-2014 fiscal year; and

WHEREAS, the City Manager has delivered a recommended final budget for the 2013-2014 fiscal year; and

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 final 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, 2013, and ending September 30, 2014, said budgets showing combined sources and uses of \$130,183,408.

Section 2. This resolution shall take effect immediately upon its final adoption by the City Commission.

CERTIFIED

PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY
OF DELTONA, FLORIDA, THIS 16th DAY OF September, 2013.

BY: John C. Masiarczyk
JOHN C. MASIARCZYK, SR., Mayor

ATTEST:

Joyce Raftery
JOYCE RAFTERY, City Clerk

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

Gretchen R.H. Vose
GRETCHEN R.H. VOSE, City Attorney

NAME	YES	NO
BARNABY		✓
DENIZAC	✓	
HERZBERG	✓	
LOWRY	✓	
MASIARCZYK	✓	
NABICHT	✓	
SCHLEICHER	✓	

STATE OF FLORIDA
COUNTY OF VOLUSIA
This is to certify that the
foregoing is a true and correct copy of
Resolution No. 2013-31
witness my hand and official Seal this
17th day of September 20 13
Joyce Raftery
Joyce Raftery, CMC
City Clerk, City of Deltona, Florida

BASIS OF ACCOUNTING

The modified accrual basis of accounting is followed by the Governmental Funds. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both 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 purpose of expenditures and are usually revocable only for failure to comply with the prescribed compliance requirements. 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. Licenses, 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.

FINANCIAL POLICIES

I. Background and Purpose

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

This document incorporates past financial practices in defining the current policies to be used by the City to meet its obligations and 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 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 incorporates a system of internal accounting controls. Such controls have been designed and are continually being reevaluated 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.

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 susceptible to accrual, i.e., both 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. Licenses, 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 government applies all applicable GASB pronouncements in accounting and reporting for its proprietary operations.

For proprietary funds, accounting and budget records differ to the extent that depreciation, compensated absences, amortization of prepaid expenses, bad debt expenses and certain other items are not budgeted for but are a factor in determining fund balance revenues available for appropriation. Budgets for the Proprietary Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP), except that debt service, capital acquisitions, capital leases, and water and sewer impact fees are included in budgetary revenue and expenditures.

The annual operating budget is proposed by the City Manager and enacted by the City Commission after public participation. The City Charter sets the lowest level of budgetary control at the Department level and management control of the operating budget is additionally maintained at the Division/Activity level.

The City 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 will be audited annually by outside independent accountants ("auditor"). The auditor must be a CPA that can demonstrate that 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 statement 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 will have 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

Budgeting is an essential element of the financial planning, control and evaluation process of municipal government. It is the budget document that serves as the primary tool for communicating to the citizens of the City, the Mayor & City Commission's vision and priorities for the upcoming fiscal year. Preparing the budget document is a major effort that affects almost every City employee. 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 will be 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 designed each year to provide the framework necessary to formulate a sound budget. At the same time, this calendar will ensure that the City complies with all applicable State and Federal legal mandates.

The budget process will be scheduled so as to identify major policy issues for City Commission consideration prior to the budget approval date to allow adequate time for appropriate decisions and analysis of financial impacts.

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

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

○ Preparation

All operating funds are subject to the annual budget process and are reflected in the budget document.

The budget is prepared by the City Manager and Finance Director with the participation of all department directors, on a basis which is consistent with applicable generally accepted accounting principles (GAAP).

The City Manager presents the budget to the Mayor and City Commission at least sixty (60) days prior to the beginning of each budget year.

The budget shall be adopted annually no later September 30th and a copy filed in the City Clerk's Office.

FINANCIAL POLICIES (Continued)

- Reporting

Expenditure reporting is available to all directors through the City's computerized 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.

- Control and Accountability

Each department director shall be solely responsible to insure that their department budgets will not exceed budgeted amounts. Failure to achieve budgetary control of their individual expenditure and revenue budgets will be evaluated and 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 in the total budget.

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 establish an adequate contingent appropriation in each of the operating funds for expenditures only in cases of emergency or an unforeseen need.

V. Revenue Policies

- Overview

In the City of Deltona's fiscal system, the monitoring and control of revenues is a primary concern. The City's primary revenue policy goal is to develop and maintain a diversified revenue system to protect it from possible short-term fluctuations in any of its various revenue sources. To accomplish this, revenues are monitored on a continuous basis to insure that receipts from each revenue source are at maximum levels. 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.

FINANCIAL POLICIES (Continued)

The City will budget a minimum of 95% of anticipated gross ad valorem proceeds to provide an allowance for discounts for early payment of taxes. Section 200.065 of Florida Statutes states that each taxing authority shall utilize not less than 95% of taxable value.

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.

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

Revenue projections for all major non-ad valorem revenue sources will be based on prudent trend analysis that considers 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 consider State of Florida estimates that are contained in the State of Florida's Office of Economic and Demographic Research website as one of several factors for determining final revenue estimates.

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 which have been 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 system 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.

The City will follow an aggressive policy of enforcement of revenue regulations and collection of revenues.

○ 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 ongoing 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.

FINANCIAL POLICIES (Continued)

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 should be based on the total cost of delivering the service, including direct costs, departmental administration costs and organization-wide support costs such as accounting, personnel, data processing, vehicle maintenance, insurance etc.
- The method of assessing and collecting fees should be as simple as possible in order to reduce the administrative cost of collection.
- Rate structures should be sensitive to the “market” for similar services as well as to smaller, infrequent users of the service.
- A unified approach should be used in determining cost recovery levels for various programs.

For enterprise funds, 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 ongoing programs. Ongoing revenues should be equal to or exceed ongoing 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 budget 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 Finance Director to facilitate managerial control and reporting of financial operations.

If the City Manager and Finance Director certify that there are available projected revenues for appropriation in excess of those estimated in the budget, the City Commission may authorize supplemental appropriations up to the amount of such excess. Every appropriation shall lapse at the close of the fiscal year.

FINANCIAL POLICIES (Continued)○ Budgetary Requests

Departments must prepare their budget requests at the Department/Division and line item object level set forth by the Finance Director and City Manager. The budget request for City Departments/Divisions will include itemized lists of all desired capital equipment and replacement of capital equipment. When possible, program expansions should be offset by reductions in other programs that have proven marginal.

Emphasis in planning for the delivery of City services will center on the development of goals and performance objectives that lead to end results or service levels to be achieved. Divisions 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 savings in any department shall be spent by the department director without the prior authorization of the City Manager. The City Manager has authority to transfer among line items within a department. City Commission approval is required for all transfers 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 proper City authorities shall be paid by the Finance Department within forty-five (45) calendar days of receipt in accordance with the provisions of Florida Statutes 218.70.

○ Reporting

The Finance Director will prepare and provide to the City Commission a quarterly analysis of financial condition at the end of the second, third and fourth quarters describing the financial and budgetary conditions of the City. If any actions are required to bring the budget into balance, recommendations for such action will be included with the quarterly report.

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 set forth in the City Charter, Article IV. Financial Policies, Division 1. The City's Debt Policy and was adopted by Ordinance Number 26-02, Section 1, 12-6-2002.

FINANCIAL POLICIES (Continued)

The following information has been extracted, and condensed, from the City Charter and is intended to highlight the major elements of the City of Deltona Debt Policy that are applicable to the budgeting process. Please refer to City of Deltona Ordinance Number 26-02 for the City's complete Debt Policy.

○ Purpose for Which Debt can be Issued

The City will 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 normally will 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.

○ 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 each system's 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.

FINANCIAL POLICIES (Continued)

- *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 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 with regard to all non self-supporting debt, 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.
 - *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.

FINANCIAL POLICIES (Continued)

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

Full disclosure of operations and open lines of communication shall be made 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 preparing 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.

FINANCIAL POLICIES (Continued)

- *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 these are not available, the City will use general revenues, surplus and bond 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 selection of financing sources for projects, the City will select one or more 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.
- *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 ongoing 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 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 General Fund, Enterprise Funds, Capital Projects Funds (excluding bond proceeds) and Internal Service Funds (Special Purpose Funds).

Impact Fee Funds shall be excluded from this policy. Since impact fees are limited to fund capital projects, an operating reserve is not necessary. While anticipated projects may be reprioritized, the ultimate use 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.

FINANCIAL POLICIES (Continued)

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.

○ 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 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 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 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.

FINANCIAL POLICIES (Continued)

- The standard of prudence to be used by 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 Director of Finance, who shall act in accordance with established written procedures and internal controls for the operations of the investment program consistent with the Investment Policy. The City may employ an investment manager to assist in managing some of the City’s portfolios.
- A list shall be maintained of financial institutions, depositories and broker/dealers that are approved to provide investment services (“Qualified Institutions”).
- 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. This 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 and such cash flows are subject to revisions as market conditions and the City’s needs 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 portfolios. 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.

FINANCIAL POLICIES (Continued)

- 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 the organization, its operations, its employees and its assets against financial risks, operational breaches and unethical activities. It is the intent of the City to promote consistent organizational behavior by providing guidelines and assigning responsibility for the development of controls and conduct of investigations.

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

This 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 the City's resources are involved or impacted.

Each department's manager/supervisor will be familiar with 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

FINANCIAL POLICIES (Continued)○ 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.

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 do the 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 the 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 then checks for business licenses, insurance, etc.

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

New employees will 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.

FINANCIAL POLICIES (Continued)○ Corrective Action

Offenders at all levels of the Organization 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.

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

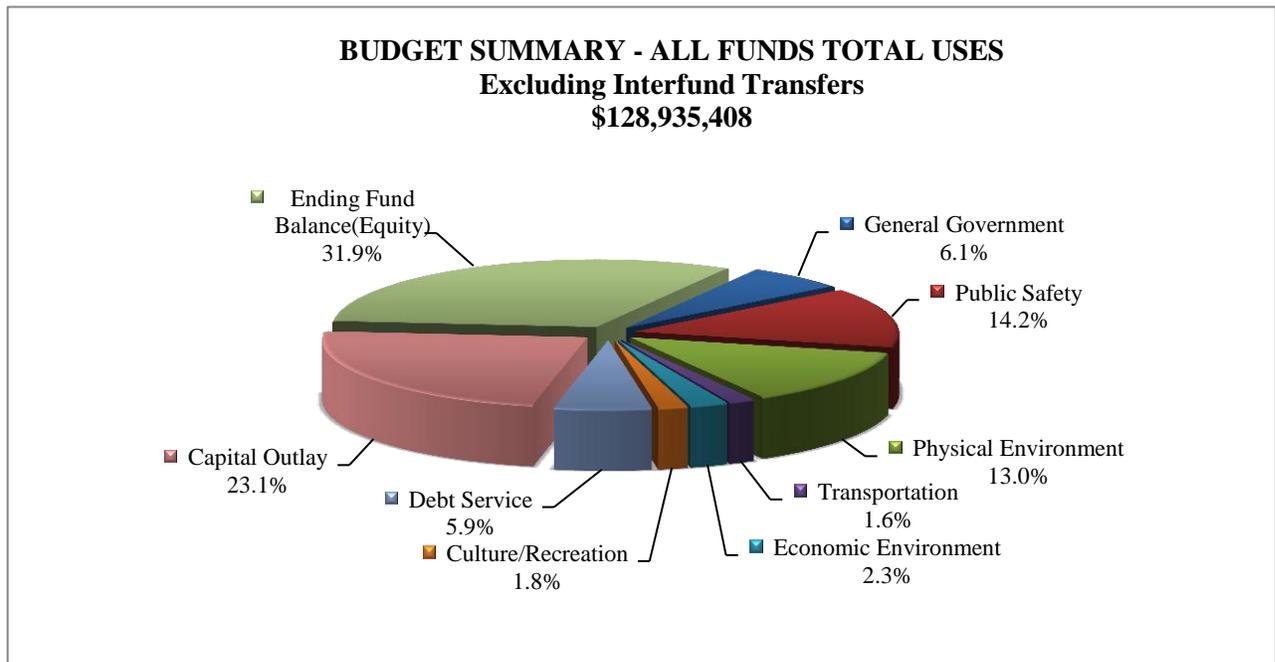
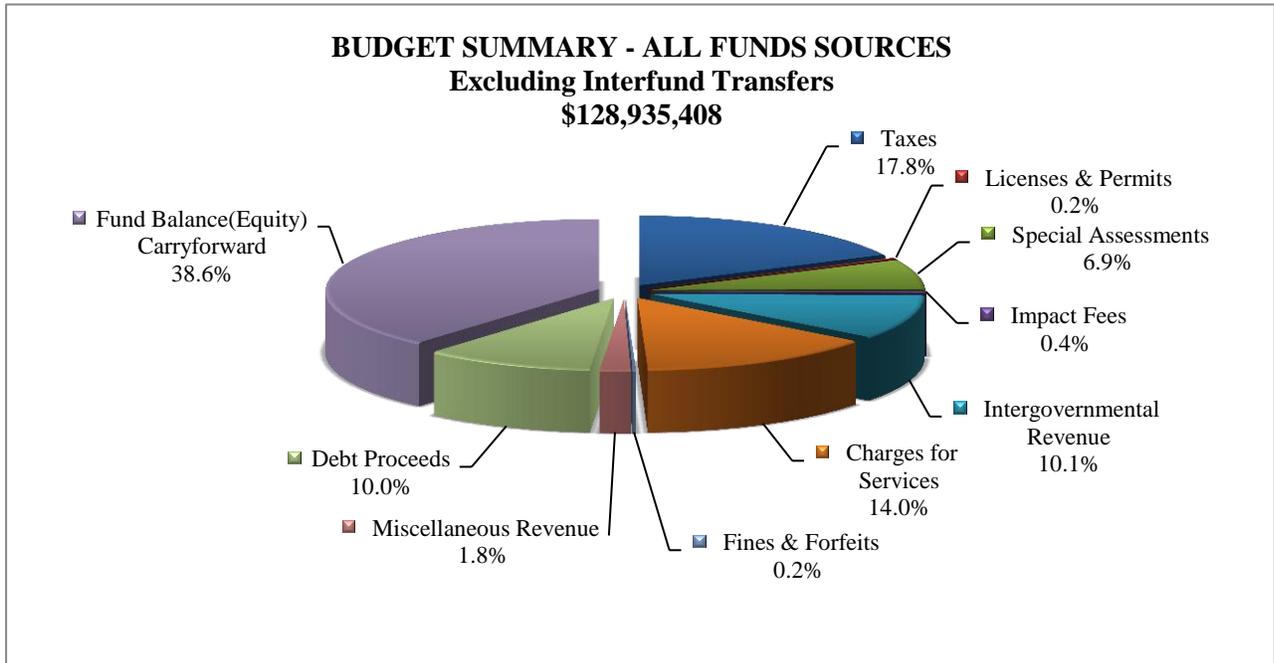
In FY 10/11 the City Commission adopted Resolution No. 2011-31 creating a General Fund Minimum Fund Balance Policy. Under this policy two (2) reserves will be maintained a Natural Disaster Reserve equal to \$6,000,000, and a Minimum Operating Reserve equal to two (2) months of General Fund operating 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 amount of \$1,000,000 and one for City Infrastructure Incentives in the amount of \$1,000,000.

BUDGET SUMMARY - ALL FUNDS

	General Fund	Special Revenue Funds	Enterprise Fund	Capital Project Funds	Total
<u>SOURCES</u>					
Taxes	\$ 22,976,220	\$ -	\$ -	\$ -	\$ 22,976,220
Licenses & Permits	299,000	-	-	-	299,000
Special Assessments	-	8,913,422	-	-	8,913,422
Impact Fees	-	203,290	260,000	-	463,290
Intergovernmental Revenue	6,705,800	4,460,926	1,896,000	-	13,062,726
Charges for Services	150,000	-	17,859,802	-	18,009,802
Fines & Forfeits	202,000	-	-	-	202,000
Miscellaneous Revenue	1,169,700	973,720	170,500	15,000	2,328,920
<i>Revenues</i>	31,502,720	14,551,358	20,186,302	15,000	66,255,380
Transfers In	23,000	175,000	-	1,050,000	1,248,000
Debt Proceeds	-	-	12,950,000	-	12,950,000
Fund Balance(Equity) Carryforward	18,627,971	9,137,940	17,876,049	4,088,068	49,730,028
<i>TOTAL SOURCES</i>	<u>\$ 50,153,691</u>	<u>\$ 23,864,298</u>	<u>\$ 51,012,351</u>	<u>\$ 5,153,068</u>	<u>\$ 130,183,408</u>
<u>USES</u>					
General Government	\$ 7,875,700	\$ -	\$ -	\$ -	\$ 7,875,700
Public Safety	18,334,800	-	-	-	18,334,800
Physical Environment	-	7,995,700	8,828,200	-	16,823,900
Transportation	1,883,700	243,400	-	-	2,127,100
Economic Environment	-	2,982,165	-	-	2,982,165
Culture/Recreation	2,287,900	-	-	-	2,287,900
Debt Service:			-		
Principal	-	1,034,230	1,945,000	-	2,979,230
Interest	-	948,345	3,629,700	-	4,578,045
<i>Operating Appropriations</i>	30,382,100	13,203,840	14,402,900	-	57,988,840
Capital Outlay	-	5,350,400	22,701,400	1,715,200	29,767,000
<i>Total Appropriations</i>	30,382,100	18,554,240	37,104,300	1,715,200	87,755,840
Transfers Out	1,050,000	198,000	-	-	1,248,000
Ending Fund Balance (Equity)	18,721,591	5,112,058	13,908,051	3,437,868	41,179,568
<i>TOTAL USES</i>	<u>\$ 50,153,691</u>	<u>\$ 23,864,298</u>	<u>\$ 51,012,351</u>	<u>\$ 5,153,068</u>	<u>\$ 130,183,408</u>

Budget Summary - Sources and Uses



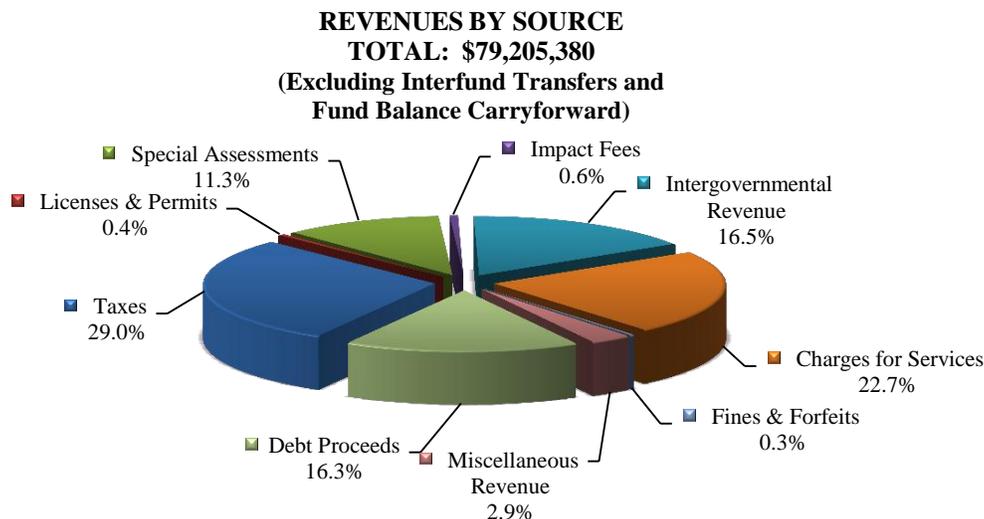
BUDGET SUMMARY - ALL FUNDS

Trend Analysis - Revenues By Source

Description	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
<u>SOURCES</u>				
Taxes	\$ 23,901,428	\$ 23,210,292	\$ 23,100,094	\$ 22,976,220
Licenses & Permits	300,303	287,732	364,611	299,000
Special Assessments	7,349,597	7,331,169	8,888,100	8,913,422
Impact Fees	314,750	455,278	638,218	463,290
Intergovernmental Revenue	12,036,588	10,639,570	10,164,262	13,062,726
Charges for Services	17,114,184	18,683,166	17,310,674	18,009,802
Fines & Forfeits	295,667	159,811	229,559	202,000
Miscellaneous Revenue	1,166,580	3,653,294	2,435,706	2,328,920
<i>Revenues</i>	<u>62,479,097</u>	<u>64,420,312</u>	<u>63,131,224</u>	<u>66,255,380</u>
Debt Proceeds	-	-	978,315	12,950,000
Transfers In	2,867,385	1,559,577	1,255,000	1,248,000
Fund Balance(Equity) Carryforward	58,821,635	56,798,718	53,525,641	49,730,028
TOTAL RESOURCES	<u>\$ 124,168,117</u>	<u>\$ 122,778,607</u>	<u>\$ 118,890,180</u>	<u>\$ 130,183,408</u>

Budget FY 13/14 Compared to FY 12/13 Estimated Actual

<u>SOURCES</u>			
Taxes	-0.5%	Impact Fees	-27.4%
Licenses & Permits	-18.0%	Charges for Services	4.0%
Special Assessments	0.3%	Fines & Forfeits	-12.0%
Intergovernmental Revenue	<u>28.5%</u>	Miscellaneous Revenue	<u>-4.4%</u>
<i>Revenues</i>			<u>4.9%</u>



BUDGET SUMMARY - ALL FUNDS

Trend Analysis - Expenditures By Function

Description	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
USES				
General Government	\$ 6,709,345	\$ 7,106,266	\$ 7,229,358	\$ 7,875,700
Public Safety	18,234,723	17,343,257	17,478,129	18,334,800
Physical Environment	13,870,002	14,148,896	15,653,328	16,823,900
Transportation	2,222,226	1,974,708	2,002,486	2,127,100
Economic Environment	3,352,103	1,499,706	2,089,208	2,982,165
Culture/Recreation	1,942,277	2,041,727	1,924,882	2,287,900
Debt Service	7,167,914	7,402,727	7,559,962	7,557,275
Capital Outlay	11,003,424	16,176,102	13,967,799	29,767,000
<i>Appropriations</i>	64,502,014	67,693,389	67,905,152	87,755,840
Transfers Out	2,867,385	1,559,577	1,255,000	1,248,000
Ending Fund Balance(Equity)	56,798,718	53,525,641	49,730,028	41,179,568
TOTAL USES	\$ 124,168,117	\$ 122,778,607	\$ 118,890,180	\$ 130,183,408

Budget FY 13/14 Compared to FY 12/13 Estimated Actual

USES

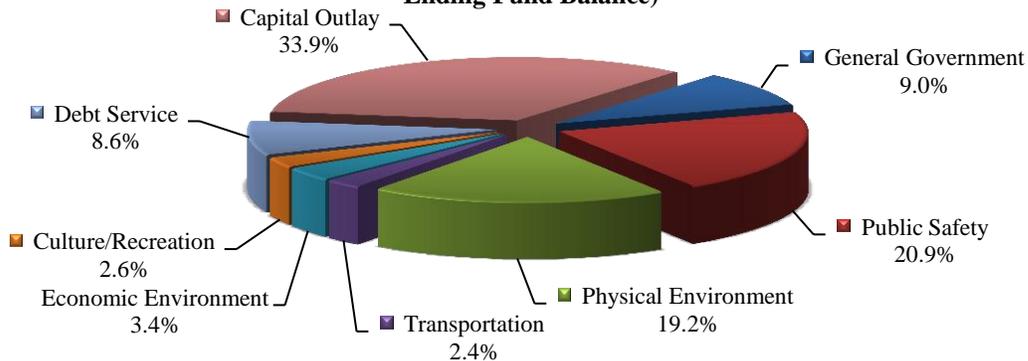
General Government	8.9%	Economic Environment	42.7%
Public Safety	4.9%	Culture/Recreation	18.9%
Physical Environment	7.5%	Debt Service	0.0%
Transportation	6.2%	Capital Outlay	113.1%

Appropriations 29.2%

EXPENDITURES BY FUNCTION

TOTAL: \$87,755,840

**(Excluding Interfund Transfers and
Ending Fund Balance)**



CONSOLIDATED FINANCIAL OVERVIEW
CHANGES IN FUND BALANCE - ALL FUNDS

	General Fund Summary	Special Revenue Funds Summary	Enterprise Fund Summary	Capital Projects Funds Summary	Total
<i>Actual Fund Balance(Equity) - 09/30/12</i>	\$ 16,637,048	\$ 11,762,228	\$ 20,276,837	\$ 4,849,528	\$ 53,525,641
<u>Estimated FY13:</u>					
Revenues	31,741,679	13,666,084	18,683,826	17,950	64,109,539
Expenditures	(28,695,756)	(16,295,372)	(21,084,614)	(1,829,410)	(67,905,152)
Transfers	(1,055,000)	5,000	-	1,050,000	-
Net Change	1,990,923	(2,624,288)	(2,400,788)	(761,460)	(3,795,613)
<i>Estimated Fund Balance(Equity) - 09/30/13</i>	<u>\$ 18,627,971</u>	<u>\$ 9,137,940</u>	<u>\$ 17,876,049</u>	<u>\$ 4,088,068</u>	<u>\$ 49,730,028</u>
<u>Budget FY14:</u>					
Revenues	31,525,720	14,551,358	33,136,302	15,000	79,228,380
Expenditures	(30,382,100)	(18,554,240)	(37,104,300)	(1,715,200)	(87,755,840)
Transfers	(1,050,000)	(23,000)	-	1,050,000	(23,000)
Net Change	93,620	(4,025,882)	(3,967,998)	(650,200)	(8,550,460)
<i>Budgeted Fund Balance(Equity) - 09/30/14</i>	<u>\$ 18,721,591</u>	<u>\$ 5,112,058</u>	<u>\$ 13,908,051</u>	<u>\$ 3,437,868</u>	<u>\$ 41,179,568</u>

**GENERAL FUND
CHANGES IN FUND BALANCE**

	<u>General Fund Summary</u>
<i>Actual Fund Balance - 09/30/12</i>	<u>16,637,048</u>
<u>Estimated FY13:</u>	
Revenues	31,741,679
Expenditures	(28,695,756)
Transfers	<u>(1,055,000)</u>
Net Change	<u>1,990,923</u>
<i>Estimated Fund Balance - 09/30/13</i>	<u>\$ 18,627,971</u>
<u>Budget FY14:</u>	
Revenues	31,525,720
Expenditures	(30,382,100)
Transfers	<u>(1,050,000)</u>
Net Change	<u>93,620</u>
<i>Budgeted Fund Balance - 09/30/14</i>	<u>\$ 18,721,591</u>

Changes in Fund Balance

**SPECIAL REVENUE FUNDS
CHANGES IN FUND BALANCE**

	Stormwater Utility	Solid Waste Management	Fire/Rescue Impact Fees	SHIP Fund	CDBG Fund	Streetlighting Districts	Park Impact Fees	
Actual Fund Balance - 09/30/12	\$ 4,430,585	\$ 501,369	\$ 6,025	\$ 59,249	\$ 470,385	\$ 10,452	\$ 49,969	
Estimated FY13:								
Revenues	3,151,611	5,793,000	6,022	41,258	441,819	129,657	43,943	
Expenditures	(4,216,709)	(5,563,408)	-	(56,460)	(734,009)	(136,200)	-	
Transfers	-	-	-	-	-	5,000	-	
Net Change	(1,065,098)	229,592	6,022	(15,202)	(292,190)	(1,543)	43,943	
Estimated Fund Balance- 09/30/13	\$ 3,365,487	\$ 730,961	\$ 12,047	\$ 44,047	\$ 178,195	\$ 8,909	\$ 93,912	
Budget FY14:								
Revenues	2,994,372	5,795,500	3,310	136,350	453,929	159,622	23,760	
Expenditures	(4,834,800)	(5,589,800)	-	(105,066)	(632,124)	(136,200)	-	
Transfers	-	-	-	-	-	(23,000)	-	
Net Change	(1,840,428)	205,700	3,310	31,284	(178,195)	422	23,760	
Budgeted Fund Balance - 09/30/14	\$ 1,525,059	\$ 936,661	\$ 15,357	\$ 75,331	\$ -	\$ 9,331	\$ 117,672	

	Transportation	Tree Replacement Fees	Environment Improvement Trust	Law Enforcement Impact Fees	NSP Fund	Transportation Impact Fees	Micellaneous Grants	Special Revenue Funds Summary
Actual Fund Balance - 09/30/12	\$ 5,701,910	\$ 478,531	\$ 39,713	\$ 11,062	\$ -	\$ -	\$ 2,978	\$ 11,762,228
Estimated FY13:								
Revenues	2,126,500	4,025	900	3,323	1,660,494	200,000	63,532	13,666,084
Expenditures	(3,857,060)	(7,500)	-	-	(1,660,494)	-	(63,532)	(16,295,372)
Transfers	200,000	-	-	-	-	(200,000)	-	5,000
Net Change	(1,530,560)	(3,475)	900	3,323	-	-	-	(2,624,288)
Estimated Fund Balance- 09/30/13	\$ 4,171,350	\$ 475,056	\$ 40,613	\$ 14,385	\$ -	\$ -	\$ 2,978	\$ 9,137,940
Budget FY14:								
Revenues	2,085,000	4,100	1,100	1,840	2,612,975	175,000	104,500	14,551,358
Expenditures	(4,388,775)	(150,000)	-	-	(2,612,975)	-	(104,500)	(18,554,240)
Transfers	175,000	-	-	-	-	(175,000)	-	(23,000)
Net Change	(2,128,775)	(145,900)	1,100	1,840	-	-	-	(4,025,882)
Budgeted Fund Balance - 09/30/14	\$ 2,042,575	\$ 329,156	\$ 41,713	\$ 16,225	\$ -	\$ -	\$ 2,978	\$ 5,112,058

ENTERPRISE FUND
CHANGES IN FUND BALANCE

	<u>Water/Sewer Utility</u>
<i>Actual Fund Equity - 09/30/12</i>	\$ 20,276,837
<u>Estimated FY13:</u>	
Revenues	18,683,826
Expenditures	(21,084,614)
Transfers	-
Net Change	<u>(2,400,788)</u>
<i>Estimated Fund Equity - 09/30/13</i>	<u>\$ 17,876,049</u>
<u>Budget FY14:</u>	
Revenues	20,186,302
Debt Proceeds	12,950,000
Expenditures	(37,104,300)
Transfers	-
Net Change	<u>(3,967,998)</u>
<i>Budgeted Fund Equity - 09/30/14</i>	<u>\$ 13,908,051</u>

**CAPITAL PROJECT FUNDS
CHANGES IN FUND BALANCE**

	Municipal Complex(es)	Park Projects	Replacement Equipment	Capital Project Funds Summary
<i>Actual Fund Balance - 09/30/12</i>	\$ 1,945,122	\$ 76,507	\$ 2,827,899	\$ 4,849,528
<u>Estimated FY13:</u>				
Revenues	10,000	450	7,500	17,950
Expenditures	(201,210)	(8,200)	(1,620,000)	(1,829,410)
Transfers	-	-	1,050,000	1,050,000
Net Change	(191,210)	(7,750)	(562,500)	(761,460)
<i>Estimated Fund Balance - 09/30/13</i>	<u>\$ 1,753,912</u>	<u>\$ 68,757</u>	<u>\$ 2,265,399</u>	<u>\$ 4,088,068</u>
<u>Budget FY14:</u>				
Revenues	5,000	200	9,800	15,000
Expenditures	(435,000)	(60,000)	(1,220,200)	(1,715,200)
Transfers	-	-	1,050,000	1,050,000
Net Change	(430,000)	(59,800)	(160,400)	(650,200)
<i>Budgeted Fund Balance - 09/30/14</i>	<u>\$ 1,323,912</u>	<u>\$ 8,957</u>	<u>\$ 2,104,999</u>	<u>\$ 3,437,868</u>

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 legally restricted to expenditures for specific purposes. The following funds are included:

- **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, all funds received or budgeted by the City to provide for the Local Housing Assistance Plan, and all funds generated from local housing assistance plan activities.
- **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.

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.
- **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.
- **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 City's goal of purchasing and rehabilitating foreclosed and abandoned homes in the City of Deltona. 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 City's goal of addressing the problems of abandoned and foreclosed homes.
- **Transportation Impact Fees** – Accounts for the fiscal activity relating to the City's transportation impact fees assessed for growth-related projects.
- **Miscellaneous Grants** – Accounts for the fiscal activity relating to the City's involvement in various grant programs. The current fund balance is for recording the U.S. Department of Housing and Urban Development (HUD) Emergency Solutions Grant. The City will direct these funds toward providing aid to families and individuals who are at the highest risk of becoming homeless.

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 intent 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.

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(es) 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 funds 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.

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 Enterprise Funds, and the term total City means all funds of the City including Enterprise Funds. All references using the term prior year's budget or FY 12/13 budget refer to the original FY 12/13 budget unless otherwise stated.

The total FY 13/14 Budget (Total Uses of Funds) for all City funds is \$130.2 million, \$4.7 million higher than the prior year. Operating expenditures are up \$1.3 million mainly due to increased pension costs and increases in public safety. Capital expenditures are actually down by \$4.5 million meaning that actual net spending in this budget is \$3.2 million less than last year. However the ending fund balances are up by \$8.2 million compared to last year. Since ending fund balances are considered a "use" of funds the overall net increase is actually attributable to the increase in fund balances and not spending. The City has budgeted a \$1,138,620 increase in General Fund revenues which reflects a slight up-tick in the economic recovery. Special Revenue Fund revenues are budgeted to decrease \$375,000, primarily attributable to a general decline in grant funding in the Stormwater, SHIP, CDBG and NSP funds. The City anticipates about a \$3.0 million decrease in Enterprise Fund (water utilities) operating revenues. Although the utility was scheduled to implement on-going rate hikes, the City Commission listened to the concerns of residents and responded by restructuring and lowering utility rates as recommended by the City's rate consultant. Additionally, over time customers significantly reduced their water usage in response to the water conservation rates imposed in 2008 by the St. Johns River Water Management District. Per Commission direction, utility rates will be reviewed on an annual basis by the Commission. General Fund transfers out to capital project funds remain at \$1,050,000; no funding is provided for capital projects from the General Fund except for replacement equipment. This budget does not include any funding for the City's sidewalk program.

The Enterprise Fund's Budget for FY 13/14 is \$51.0 million, an increase of \$4.7 million. The operating component of the budget is up \$169,700, or about 1.2%. The capital outlay component however, is down \$831,600 as the utility cut or reduced several major capital projects in response to reduced user fees resulting in less available funding for capital projects. Excluding Deltona Water, the total capital outlay component of the budget is \$7.1 million, down by \$3.6 million, almost half of that reduction in capital projects is in the Transportation Fund as road projects are completed and bond proceeds are depleted. Capital outlay for the General Fund decreased by \$613,000, the amount that was dedicated to City sidewalks in the previous budget. Capital outlay for the Capital Projects Funds decreased by \$207,900 as the Parks Projects Fund runs out of available funds. Capital outlay for Special Revenue Funds decreased by \$2.83 million attributable to decreased construction/project activity in both the Stormwater and Transportation funds as funds borrowed through bonds and/or loans are depleted.

PROPERTY TAXES

Property tax revenues comprise an important source of revenue for the City generating approximately 37.4% of General Fund revenues, 25.6% of total Governmental Fund revenues, and 17.8% of total City revenues for all Funds.

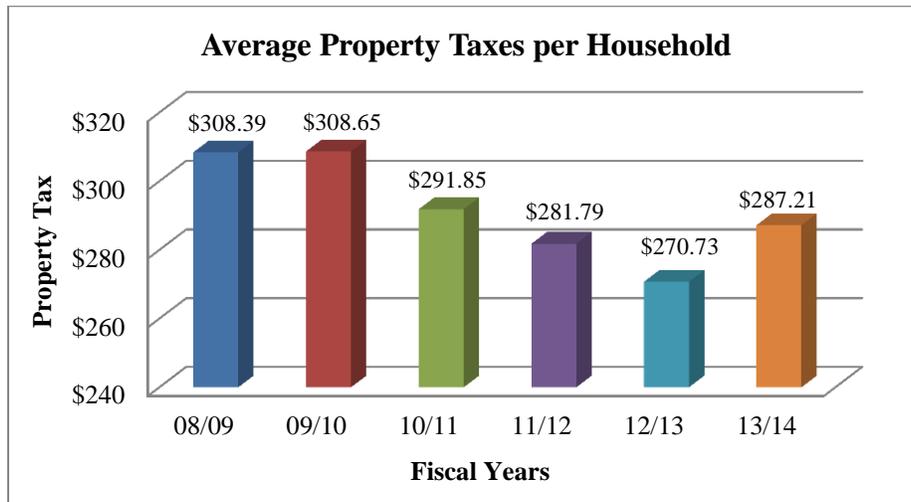
Revenues from property taxes are a function of both the property tax rate and the property's taxable value. The City Commission is empowered with establishing the property tax rate on an annual basis.

PROPERTY TAXES (Continued)

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 during the past year has increased by approximately 5.1%. This was received as very welcome news as the City has experienced taxable value decreases over the past five years, with four of those decreases being very significant in the 19% - 22% range. The net result for FY 13/14 was to add about \$74.7 million to the tax rolls of which new construction added \$4.2 million, bringing the total taxable value to \$1.544 billion.

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 have gone down, the levels of service have actually been increased with the addition of police officers, code enforcement officers and a K-9 unit.

Average Property taxes Per Household by Fiscal Year					
<u>08/09</u>	<u>09/10</u>	<u>10/11</u>	<u>11/12</u>	<u>12/13</u>	<u>13/14</u>
\$ 308.39	\$ 308.65	\$ 291.85	\$ 281.79	\$ 270.73	\$ 287.21



Historically, the City maintained its property tax rate at 4.198 mills, the rate set at incorporation on December 31, 1995, through and including FY 04/05. In FY 05/06 the City adopted a rate of 4.15 mills, in FY 06/07 4.01451 mills, and in FY 07/08 3.2837 mills. In FY 08/09 the City adopted the “rolled-back” rate of 4.15329 mills and again in FY 09/10 the City adopted the “rolled-back” rate of 5.43755. In FY 10/11 the City adopted a rate of 6.4464 which was below the “rolled-back” rate and later reduced it to 6.3776 mills after the final taxable value turned out to be higher than originally estimated, as allowed by Florida statute. In FY 11/12 the City adopted the “rolled-back” rate of 8.2995. In FY 12/13 the City strived for a rate under 8.00 and adopted a rate of 7.99. For the current FY 13/14 budget year, the City again adopted a millage rate of 7.99 which is 4.8% more than the “rolled-back” of 7.6243.

PROPERTY TAXES (Continued)

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 13/14 which represents a tax increase as anticipated property tax revenue is budgeted to be \$445,220 more than in FY 12/13.

OTHER REVENUES

TAXES (Other Than Property)

Historically, revenues received from property taxes have totaled approximately 95% to 96% of the actual levy. The City has budgeted property tax revenue this year at 95.5% of the actual levy. Therefore property tax revenues are budgeted at approximately \$11.79 million for FY 13/14.

Since the enactment of the City’s utility franchise ordinance in January 2002 covering electric services provided by private companies within the City’s jurisdictional boundaries 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 \$3.47 million in electric franchise fee revenues in FY 13/14.

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 over the past years and accounts for approximately just over \$4.3 million annually.

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 now accounts for approximately \$2.7 million annually.

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 and 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 13/14, the City budgeted an increase in license and permit revenue of \$31,900 from the prior year due to an up-tick in the overall economy. 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. Licenses and Permits revenue, budgeted at \$299,000, represents approximately 0.9% of General Fund revenues, 0.6% of total Governmental Fund revenues, and 0.5% of total City revenues for all Funds.

INTERGOVERNMENTAL REVENUE

Intergovernmental revenues represent “shared revenues” from Federal, State and Local governments and account for 21.3% of General Fund revenues, 24.2% of total Governmental Fund revenues, and 19.7% of total City revenues. Intergovernmental revenues include state revenue sharing, half-cent sales tax, local option gas tax, grants and other miscellaneous taxes and fees. This includes \$1.66 million in Neighborhood Stabilization Program (NSP) grant awards, \$453,929 in CDBG grant awards, \$135,350 in SHIP grant awards and \$29,172 in Stormwater grant awards.

State Revenue Sharing is budgeted at \$2.0 million for FY 13/14, representing about 6.4% of General Fund revenues, 4.3% of total Governmental Fund revenues, and 3.0% of total City revenues for all Funds. The FY 13/14 revenue estimate for State Revenue Sharing is 18.1% more than the FY 12/13 amount and is hopefully an indication that the economy may soon begin recovering at a quicker pace.

Half-cent sales tax collections are budgeted at \$3.8 million for FY 13/14 and account for approximately 12.1% of General Fund revenues, 8.3% of total Governmental Fund revenues, and 5.7% of total City revenues. The FY 13/14 revenue estimate for half-cent sales tax is approximately 3.6% more than the FY 12/13 budget as a result of Department of Revenue estimates. Hopefully this is another positive indication of the direction of the economy. 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. The City’s budget reflects approximately 95% of the State’s estimate for State Revenue Sharing and 95% for Half-Cent Sales Tax.

Local option gas tax revenues represent approximately 4.5% total Governmental Fund revenues, and 3.1% of total City revenues. This revenue source is 1.75% less than the FY 12/13 budget based on Department of Revenue estimates. Currently, in the FY 12/13 budget, local option gas tax revenues are trending somewhat less than budgeted. This does not come as any surprise as the figures the State provided for the current year were 32% higher than the previous year. 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 \$2.1 million for FY 13/14. The fund clearly demonstrates the City’s compliance with the State laws governing the use of these taxes. These funds are 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 September 30, 2013. Deltona, along with all the other cities in the County, as well as the County have renewed this agreement for another five years.

CHARGES FOR SERVICES

This revenue source currently accounts for a total of 27.2% 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 13/14 at \$17.9 million or 27% of total City revenues. This figure is down approximately 14.6% over the prior year as the City Commission responded to citizen comments and restructured and reduced utility rates. The remaining budget of \$150,000 for Charges for Services revenue is from the collection of park facility rental fees and registration fees for the various recreation programs offered.

FINES & FORFEITS

Fines & Forfeits are revenues generated from traffic tickets, parking fines, code violations and the like. Revenues are expected to increase by \$25,000 from last year's budget and comprise approximately 0.3% of total City revenue.

SPECIAL ASSESSMENTS

Special Assessments account for 19.3% of Governmental Fund revenues and 13.5% 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 \$76.11 per ERU (equivalent residential unit), which did not increase from the FY 12/13 rate. This is budgeted to generate \$2.96 million of revenue for FY 13/14.

The solid waste assessment rate on all residential properties located within the City experienced an increase for the previous budget year. The seven year contract expired on December 31, 2011 but was extended until September 30, 2012 in order to coincide with the City's budget 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 13/14 budget year. This revenue source is budgeted to generate \$5.8 million in FY 13/14.

The street lighting assessments continue to be charged as a pass-through for those communities 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 \$159,400 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). In an effort to promote commercial economic growth in the City, a moratorium was placed on fire protection/rescue and law enforcement commercial impact fees in April 2012. This moratorium was renewed in April 2013 and remains in effect until April 2014. This moratorium cannot be placed on transportation or utility impact fees as those fees are pledged revenues per the terms of the respective bonds. FY 13/14 budgeted revenues for all impact fees are minimal (\$463,290, or 0.7% of total City revenues) as economic recovery continues at a sluggish rate. 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 low 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 \$469,000 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 \$230,000 from rental & lease payments (primarily cell tower leases), a \$100,000 charge to Deltona Water “in lieu of property taxes”, approximately \$213,000 of interest income, \$950,000 of NSP program income generated from the sale of rehabilitated housing, and approximately \$367,000 of various other miscellaneous revenues.

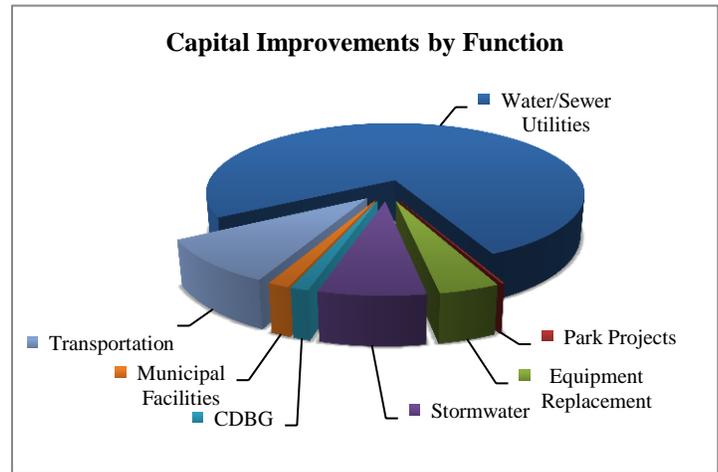
EXPENDITURES BY FUNCTION

Analysis of total budgeted expenditures for FY 13/14 by function shows appropriated expenditures as follows: 20.9% on Public Safety, 19.2% on Physical Environment, 2.4% on Transportation, 8.6% on Debt Service, 9.0% on General Government, 2.6% on Culture/Recreation, 3.4% on Economic Environment and 33.9% on Capital Outlay.

CAPITAL IMPROVEMENTS

Included in the FY 13/14 budget is \$29,767,000 for capital improvements relating to the following functions/services:

Municipal Facilities	\$	435,000
Sidewalks	\$	0
Equipment Replacement	\$	1,220,200
Park Projects	\$	60,000
CDBG	\$	368,000
Stormwater	\$	2,157,400
Transportation	\$	2,825,000
Water/Sewer Utilities	\$	22,701,400



Future operational expenses related to completed capital projects have been addressed in future forecasts of General Fund operating expenditures. The maintenance of stormwater projects has been addressed in a detailed study of stormwater operations and funding. 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.

OTHER ISSUES

FUND BALANCE

The City continues to maintain a healthy fund balance, no small feat in these poor economic times. In FY 10/11 the City Commission formally adopted by resolution two reserves to be maintained in the General Fund. A Natural Disaster Reserve of \$6 million and an Operating Reserve equal to two months of average annual operating expenditures. Additionally, in FY 11/12, at staff’s recommendation, the Commission formally adopted by resolution to set aside two additional General Fund reserves – one for Economic Development Incentives in the amount of \$1,000,000 and one for City Infrastructure Incentives in the amount of \$1,000,000. These additional reserves are reflected in this budget document.

Changes in Fund Balances:

General Fund – budgeted to increase by .5%

In the FY 13/14 budget current revenues are budgeted to be \$70,620 more than current expenditures. That small surplus combined with a transfer of \$23,000 from the Streetlighting Districts Fund to pay back a prior loan is expected to result in a net increase in fund balance of \$93,620.

FUND BALANCE (Continued)**Special Revenue Funds – budgeted to decrease by 44.1%**

Continued capital outlays for stormwater projects and road improvements are driving this decrease. Major projects in both the stormwater and transportation funds are being constructed and completed as funds from the stormwater bank note and the transportation bond are being expended on their intended purpose.

Enterprise Funds – budgeted to decrease by 22.2%

Continuing capital outlay is driving this decrease. The largest single impact in this fund is the construction of the City's new eastern wastewater treatment plant. This anticipated decrease is less than the anticipated decrease in the prior year as the utility responds to reduced utility rates, leaving less funding available for capital projects.

Capital Projects Fund – budgeted to decrease by 15.9%

The decrease in fund balance is primarily in the Municipal Complex Fund to fund a renovation to the Administrative offices of the Fire Department. This fund has no capacity to accumulate funds without transfers from other funds; therefore any projects deplete existing fund balances. The Parks Projects Fund also has no capacity to accumulate funds without transfers from other funds. The scheduled replacement of the playground equipment at Manny Rodriguez Park is expected to all but deplete the fund balance of this fund. The Capital Equipment Fund fund balance is also expected to decrease somewhat as General Fund equipment and capital needs are addressed.

DEBT

In February 2007, the City's Financial Policies were approved. These policies provide for 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.

In November 2003, the City issued \$81,725,000 of Utility System Revenue Bonds, Series 2003, for the purpose of acquiring and making capital improvements to the City's Water and Wastewater system.

In August of 2006, the City authorized an agreement to enter into an interest rate swap (swaption). This agreement granted the swap provider an option to compel the City to enter into an interest rate swap and have the City issue variable rate bonds to refinance the Utility System Revenue Bonds, Series 2003. Put simply, this would be the exchange of one set of cash flows for another set of cash flows over time, based on interest rate specifications. In exchange for entering into this contract, the City received an upfront payment of \$3,206,837 which was the estimated present value of the savings the City would have achieved had it actually been able to retire and refinance the 2003 Bond issue at that time. In the summer of 2013, the City assembled a team of consultants to keep the Commission fully informed of the City's options and to plan for and carry out the termination of the swap agreement and refunding of the 2003 Utility Bonds.

DEBT (Continued)

The Swap Provider sent notice to the City that it did intend to exercise the swap option. City staff, with Commission approved consultants, as well as the City Commission, decided it was in the best interest of the City to terminate the swap and to incorporate any termination payment as part of a current refunding of the City's Series 2003 Bonds. On September 10, 2013 the City issued the Utility System refunding Revenue Bonds, Series 2013 in the amount of \$79,745,000. The new bonds have been assigned an "A" rating from Standard and Poor's Corporation and a "A+" rating from FITCH. As was the goal, the new annual debt services payments are approximately the same as they were with the previous bond issue, thereby allowing the utility to keep the same rates and having no impact on the 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 of \$16.39 million. The bonds are collateralized by a pledge of the net revenues of the System.

The City transferred the required funds into escrow on September 10, 2013 and the Utility System Revenue Bonds, Series 2003 will be retired on October 10, 2013.

On July 12, 2006, the City issued \$18,240,000 of Transportation Capital Improvement Revenue Bonds, Series 2006 for the purpose of improving existing roads within the City. The bonds are insured but due to downgrades of the insurer the bonds have been assigned the City's underlying credit rating instead. Accordingly, they have been assigned an "A" rating from Standard and Poor's Corporation, a "A1" from Moody's Investor Service, and an "A+" from FITCH on each bond issue.

On April 8, 2009, the City issued a Stormwater Special Assessment Note, Series 2009. The amount of the issue was \$6,569,345. This Bank Note is not subject to a credit rate rating from the rating agencies.

On March 29, 2011, the City entered into a Clean Water State Revolving Fund loan agreement with Florida Water Pollution Control Financing Corporation, a division of the Florida Department of Environmental Protection Agency. This financial assistance is for the planning, design, and pre-construction activities of the treatment and reuse facilities. 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. Semiannual loan payments shall be in the amount of \$913,921 beginning on June 15, 2015.

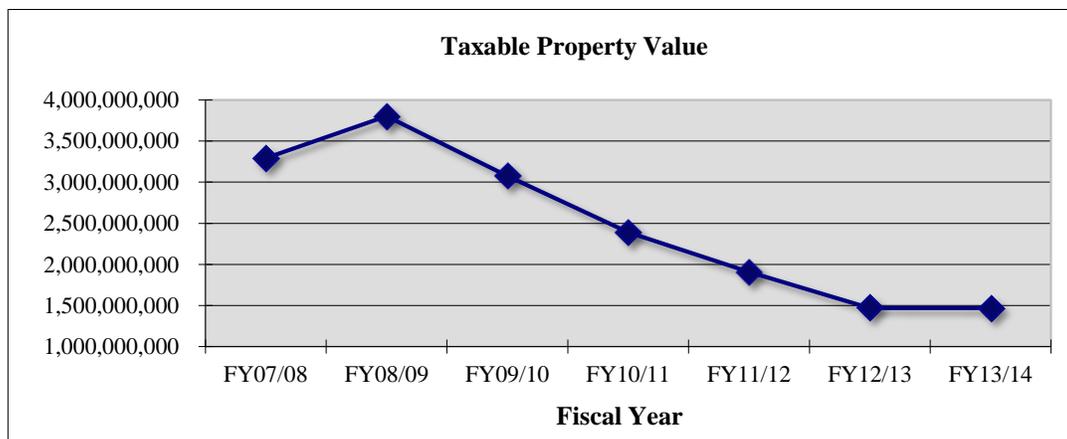
The City has no general obligation debt.

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, 2007	January 1, 2008	January 1, 2009	January 1, 2010	January 1, 2011	January 1, 2012	January 1, 2013
Fiscal Year	FY07/08	FY08/09	FY09/10	FY10/11	FY11/12	FY12/13	FY13/14
Real Property	\$ 3,717,845,831	\$ 2,992,388,966	\$ 2,303,909,937	\$ 1,825,113,157	\$ 1,383,512,790	\$ 1,380,197,738	\$ 1,456,998,280
Personal Property	85,743,512	84,666,847	85,134,985	83,427,970	91,634,464	89,627,858	87,500,440
Estimated Gross Value	3,803,589,343	3,077,055,813	2,389,044,922	1,908,541,127	1,475,147,254	1,469,825,596	1,544,498,720
Less Net New Value	(134,669,600)	(58,816,118)	(28,181,737)	(15,977,226)	(4,027,734)	(9,222,255)	(4,179,043)
Current Year Adjusted	3,668,919,743	3,018,239,695	2,360,863,185	1,892,563,901	1,471,119,520	1,460,603,341	1,540,319,677
Prior Year Final	3,292,073,571	3,803,589,343	3,077,055,813	2,389,044,922	1,908,541,127	1,475,147,254	1,469,825,596
Inc(dec) in Prior Year	\$ 376,846,172	\$ (785,349,648)	\$ (716,192,628)	\$ (496,481,021)	\$ (437,421,607)	\$ (14,543,913)	\$ 70,494,081
% Change in Value of Existing Property	11.45%	-20.65%	-23.28%	-20.78%	-22.92%	-0.99%	4.80%
% Change Adjusted for Senior Exemption							
<u>Overall Change from PY</u>							
Inc(dec) From Prior Year	\$ 511,515,772	\$ (726,533,530)	\$ (688,010,891)	\$ (480,503,795)	\$ (433,393,873)	\$ (5,321,658)	\$ 74,673,124
Percentage	15.54%	-19.10%	-22.36%	-20.11%	-22.71%	-0.36%	5.08%
<u>Ad valorem Tax Millage Rate</u>							
Millage Rate	3.28370	4.15329	5.43755	6.37760	8.29950	7.99000	7.99000
Rolled-Back Rate	3.59740	4.15329	5.43755	6.93880	8.29950	8.35910	7.62430
Difference	(0.31370)	-	-	(0.56120)	-	(0.36910)	0.36570
Statutory Tax Increase	-8.72%	0.00%	0.00%	-8.09%	0.00%	-4.42%	4.80%

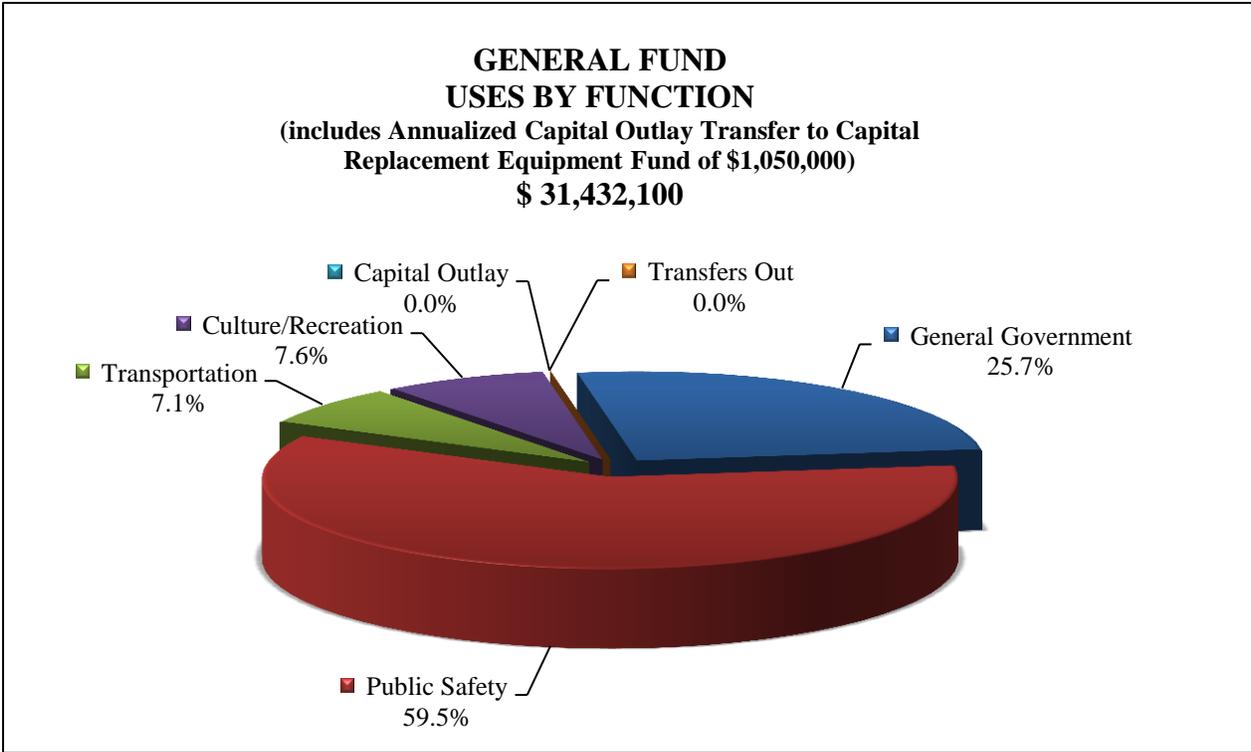
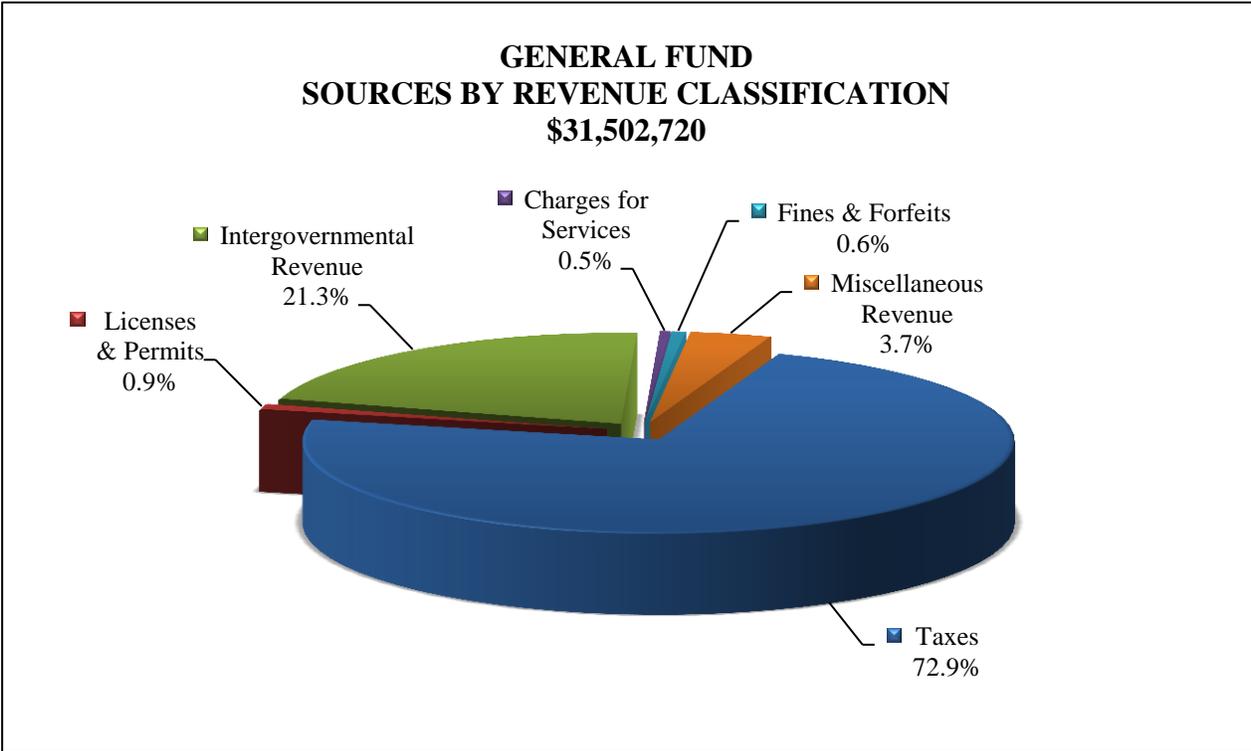


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GENERAL FUND SUMMARY

	<u>General Fund</u>
<i><u>SOURCES</u></i>	
Taxes	\$ 22,976,220
Licenses & Permits	299,000
Intergovernmental Revenue	6,705,800
Charges for Services	150,000
Fines & Forfeits	202,000
Miscellaneous Revenue	<u>1,169,700</u>
<i>Total Operating Revenues:</i>	31,502,720
Transfers In	<u>23,000</u>
Total Revenues and Transfers In	31,525,720
Fund Balance Carryforward - 9/30/12	<u>18,627,971</u>
<i>Total Source of Funds:</i>	<u><u>\$ 50,153,691</u></u>
 <i><u>USES</u></i>	
General Government	\$ 8,090,700
Public Safety	18,713,800
Transportation	2,229,700
Culture/Recreation	<u>2,397,900</u>
Operating Expenditures	31,432,100
Capital Outlay	-
Transfers Out	<u>-</u>
<i>Total Expenditures and Transfers Out:</i>	31,432,100
Ending Fund Balance - 9/30/13	<u>18,721,591</u>
<i>Total Use of Funds:</i>	<u><u>\$ 50,153,691</u></u>

Sources and Uses of Funds



GENERAL FUND
SOURCES BY REVENUE CLASSIFICATION

<u>Description</u>	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
<u>SOURCES</u>				
<i>Taxes</i>				
Ad Valorem Taxes	\$ 11,673,440	\$ 11,856,683	\$ 11,701,149	\$ 11,785,220
Electric Utility Franchise	3,892,925	3,412,062	3,468,167	3,468,167
Gas Franchise Fees	31,806	62,321	42,544	50,000
Electric Utility Service Tax	4,324,002	4,032,863	4,215,629	4,215,629
Telecommunications Service Tax	3,121,809	2,976,299	2,982,490	2,712,000
Gas/Propane Service Tax	110,971	101,902	76,204	76,204
Local Business Tax	330,256	330,073	219,911	275,000
FF Pension Insurance Premium Tax	416,219	438,089	394,000	394,000
	<u>23,901,428</u>	<u>23,210,292</u>	<u>23,100,094</u>	<u>22,976,220</u>
<i>Licenses and Permits</i>				
Building Permits and Inspections	263,246	230,666	301,898	250,000
Sidewalk Fees	3,137	6,262	1,142	1,000
Other Fees and Permits	33,920	50,804	61,571	48,000
	<u>300,303</u>	<u>287,732</u>	<u>364,611</u>	<u>299,000</u>
<i>Intergovernmental Revenues</i>				
Grants	12,870	59,539	-	-
State Revenue Sharing	1,512,497	1,668,923	2,127,238	2,003,400
Alcoholic Beverage Licenses	10,156	11,710	18,964	15,000
Half-Cent Sales Tax	3,491,307	3,728,339	3,821,507	3,806,000
FF Supplemental Compensation	23,164	22,904	21,783	22,800
8th Cent Motor Fuel Use Tax	609,643	638,555	780,530	858,600
	<u>5,659,637</u>	<u>6,129,970</u>	<u>6,770,022</u>	<u>6,705,800</u>
<i>Charges For Services</i>				
Service Contracts	123,265	46,263	55,062	50,000
Parks/Recreation Fees	110,847	96,620	85,340	100,000
	<u>234,112</u>	<u>142,883</u>	<u>140,402</u>	<u>150,000</u>
<i>Fines and Forfeits</i>				
Law Enforcement Fines	102,005	70,976	72,084	70,000
Parking Violations/Fines	4,205	(4,818)	3,640	2,000
Code Enforcement Violations	189,457	93,653	153,835	130,000
	<u>295,667</u>	<u>159,811</u>	<u>229,559</u>	<u>202,000</u>
<i>Other</i>				
Interest Income	67,625	79,728	88,983	123,000
Rentals & Leases	197,539	208,730	228,545	230,000
Other	99,478	165,235	207,979	148,000
Administration/PILOT Charges	598,000	548,371	569,000	630,700
Recycling Proceeds	83,302	57,764	42,484	38,000
	<u>1,045,944</u>	<u>1,059,828</u>	<u>1,136,991</u>	<u>1,169,700</u>
<i>Total Revenues:</i>	31,437,091	30,990,516	31,741,679	31,502,720
Transfers In	-	-	-	23,000
Fund Balance Carryforward	15,832,298	15,342,419	16,637,048	18,627,971
TOTAL SOURCES:	<u>\$ 47,269,389</u>	<u>\$ 46,332,935</u>	<u>\$ 48,378,727</u>	<u>\$ 50,153,691</u>

**GENERAL FUND
USES BY FUNCTION SUMMARY**

<u>Description</u>	Actual	Actual	Estimated	Adopted
<u>USES</u>	FY 10/11	FY 11/12	Actual FY 12/13	Budget FY 13/14
<u>General Government</u>				
City Commission	\$ 521,082	\$ 343,406	\$ 288,380	\$ 301,600
City Manager	562,711	711,088	846,462	762,700
City Clerk	421,346	439,311	436,773	440,500
Fiscal Services	946,020	966,671	1,009,146	1,169,600
Information Technology Services (1)	-	-	-	-
City Attorney	537,200	609,006	533,831	520,900
Planning & Development Services	742,200	739,767	725,234	788,000
Building & Zoning Services	684,817	697,067	711,122	796,900
Human Resources	376,514	410,463	407,914	460,100
General Government	819,050	1,042,505	1,035,373	1,273,000
Enforcement Services	1,098,405	1,146,982	1,235,123	1,362,400
Total General Government	<u>6,709,345</u>	<u>7,106,266</u>	<u>7,229,358</u>	<u>7,875,700</u>
<u>Public Safety:</u>				
Law Enforcement	9,236,448	9,127,506	9,326,431	9,827,600
Fire - Administration	8,998,275	1,265,691	1,076,768	1,110,200
Fire - Operations	-	6,950,060	7,074,930	7,397,000
Total Fire Services	<u>8,998,275</u>	<u>8,215,751</u>	<u>8,151,698</u>	<u>8,507,200</u>
Total Public Safety	<u>18,234,723</u>	<u>17,343,257</u>	<u>17,478,129</u>	<u>18,334,800</u>
<u>Transportation:</u>				
Public Works - Traffic Division	502,581	484,609	444,334	578,100
Public Works - Engineering	116,506	108,595	113,827	116,900
Public Works -Field Operations	671,290	646,017	663,502	756,600
Public Works - Administration	192,241	195,475	214,472	223,800
Fleet Maintenance	250,402	279,450	300,770	208,300
Total Transportation	<u>1,733,020</u>	<u>1,714,146</u>	<u>1,736,905</u>	<u>1,883,700</u>
<u>Culture & Recreation:</u>				
Parks & Recreation	1,942,277	2,041,727	1,924,882	2,287,900
Total Appropriations	28,619,365	28,205,396	28,369,274	30,382,100
Capital Outlay	499,205	56,691	326,482	-
<u>Transfers Out:</u>				
Stormwater Fund	-	-	-	-
Transportation Fund	1,750,000	365,800	-	-
Streetlighting Fund	-	18,000	5,000	-
Municipal Complex Fund	8,400	-	-	-
Park Projects Fund	-	-	-	-
Replacement Equipment Fund	1,050,000	1,050,000	1,050,000	1,050,000
Total Transfers	<u>2,808,400</u>	<u>1,433,800</u>	<u>1,055,000</u>	<u>1,050,000</u>
Total Appropriations, Capital Outlay and Transfers	<u>31,926,970</u>	<u>29,695,887</u>	<u>29,750,756</u>	<u>31,432,100</u>
Ending Fund Balance:				
Natural Disaster Reserve	6,000,000	6,000,000	6,000,000	6,000,000
Operating Reserve	-	-	4,903,000	5,239,000
Economic Development Incentive Reserve	-	1,000,000	1,000,000	1,000,000
City Infrastructure Reserve	-	1,000,000	1,000,000	1,000,000
Unreserved/Undesignated	9,342,419	8,637,048	5,724,971	5,482,591
Ending Fund Balance	<u>15,342,419</u>	<u>16,637,048</u>	<u>18,627,971</u>	<u>18,721,591</u>
TOTAL USES:	\$ 47,269,389	\$ 46,332,935	\$ 48,378,727	\$ 50,153,691

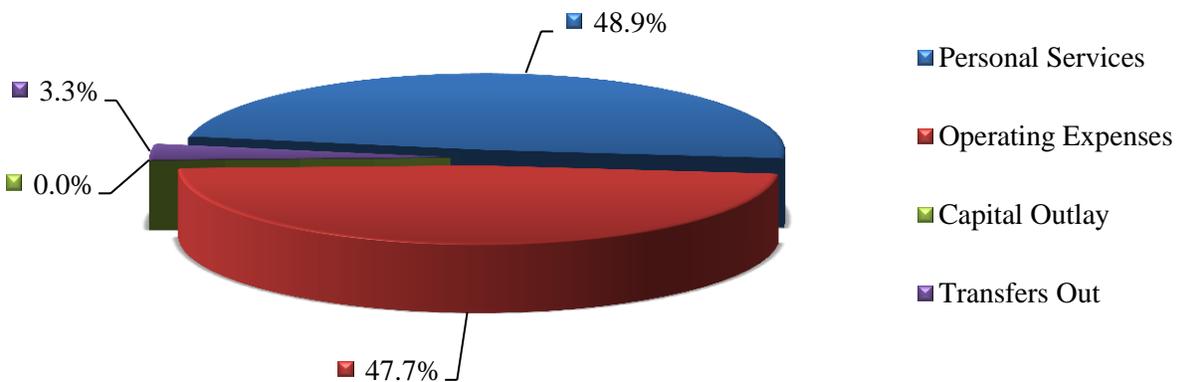
(1) Information Technology Services is fully allocated to all departments within the city.

Uses by Expenditure Classification

**GENERAL FUND
USES BY EXPENDITURE CLASSIFICATION**

Uses	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services	\$ 14,841,185	\$ 13,909,893	\$ 14,215,602	\$ 15,380,900
Operating Expenses	13,778,181	14,295,503	14,153,672	15,001,200
Capital Outlay	499,205	56,691	326,482	-
Transfers Out	<u>2,808,400</u>	<u>1,433,800</u>	<u>1,055,000</u>	<u>1,050,000</u>
TOTAL	<u>\$ 31,926,971</u>	<u>\$ 29,695,887</u>	<u>\$ 29,750,756</u>	<u>\$ 31,432,100</u>

**GENERAL FUND BUDGET
BY MAJOR OBJECT CLASSIFICATIONS**



GENERAL FUND
DIVISIONS BY MAJOR OBJECT CLASSIFICATION

<u>Division</u>	<u>Personal Services</u>	<u>Operating Expenses</u>	<u>Capital Outlay</u>	<u>Transfers Out-Capital Projects Funds</u>		<u>Total</u>
				<u>Replacement Equipment</u>	<u>Other</u>	
General Government:						
City Commission	\$ 122,200	\$ 179,400	\$ -	\$ 8,000	\$ -	\$ 309,600
City Manager	612,000	150,700	-	6,000	-	768,700
City Clerk	321,700	118,800	-	11,000	-	451,500
Fiscal Services	963,900	205,700	-	10,000	-	1,179,600
Information Technology Services (1)	-	-	-	-	-	-
City Attorney	123,400	397,500	-	9,000	-	529,900
Planning & Development Services	661,500	126,500	-	38,000	-	826,000
Building & Zoning Services	685,400	111,500	-	62,000	-	858,900
Human Resources	362,100	98,000	-	9,000	-	469,100
General Government	170,200	1,102,800	-	-	-	1,273,000
Enforcement Services	1,009,700	352,700	-	62,000	-	1,424,400
Total General Government	<u>5,032,100</u>	<u>2,843,600</u>	<u>-</u>	<u>215,000</u>	<u>-</u>	<u>8,090,700</u>
Public Safety:						
Law Enforcement	-	9,827,600	-	-	-	9,827,600
Fire Administration	751,400	358,800	-	379,000	-	1,489,200
Fire Operations	6,474,300	922,700	-	-	-	7,397,000
Total Fire Services	<u>7,225,700</u>	<u>1,281,500</u>	<u>-</u>	<u>379,000</u>	<u>-</u>	<u>8,886,200</u>
Total Public Safety	<u>7,225,700</u>	<u>11,109,100</u>	<u>-</u>	<u>379,000</u>	<u>-</u>	<u>18,713,800</u>
Transportation:						
Traffic Division	258,200	319,900	-	26,000	-	604,100
Engineering	98,100	18,800	-	-	-	116,900
Field Operations	494,000	262,600	-	273,000	-	1,029,600
Administration	129,200	94,600	-	-	-	223,800
Fleet Maintenance	296,800	(88,500)	-	47,000	-	255,300
Total Transportation	<u>1,276,300</u>	<u>607,400</u>	<u>-</u>	<u>346,000</u>	<u>-</u>	<u>2,229,700</u>
Culture/Recreation:						
Parks & Recreation	1,346,000	941,900	-	110,000	-	2,397,900
Sub Total	\$ 14,880,100	\$ 15,502,000	\$ -	\$ 1,050,000	\$ -	\$ 31,432,100
Personal Service Cost Included in Information Technology Services Allocation (1)	500,800	(500,800)	-	-	-	-
Total Appropriations	<u>\$ 15,380,900</u>	<u>\$ 15,001,200</u>	<u>\$ -</u>	<u>\$ 1,050,000</u>	<u>\$ -</u>	<u>\$ 31,432,100</u>

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

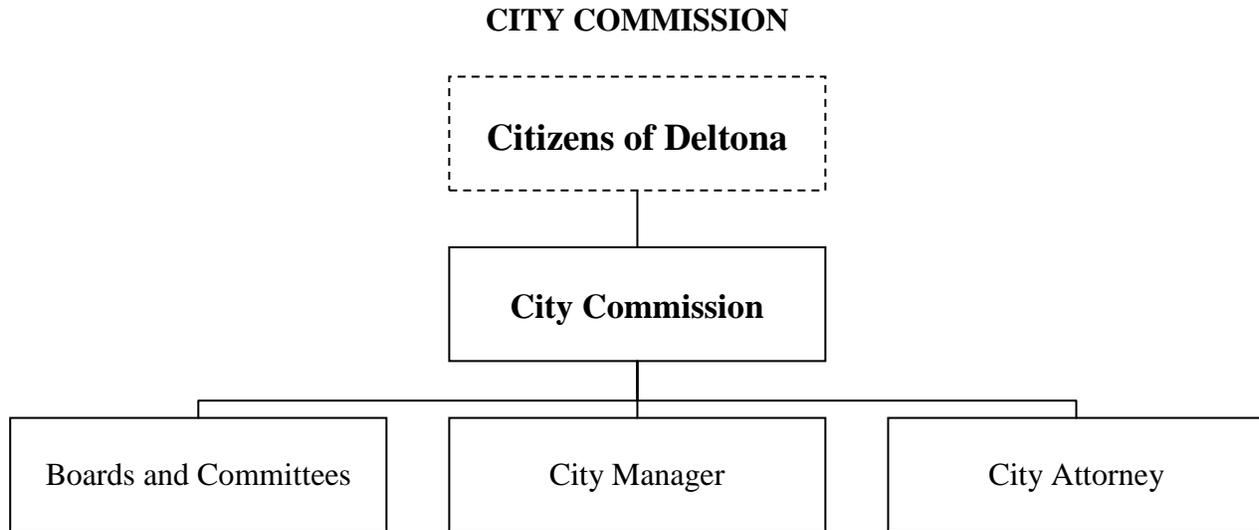
General Fund

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 9,952,732	\$ 9,311,281	\$ 9,530,045	\$ 10,237,400
Overtime	312,787	354,891	357,300	398,600
Other Pay	45,372	42,694	42,474	44,900
Benefits and Taxes	4,530,294	4,201,027	4,285,783	4,700,000
Total Personal Service Costs	14,841,185	13,909,893	14,215,602	15,380,900
Operating Expenditures	13,778,181	14,295,503	14,153,672	15,001,200
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	1,050,000	1,050,000	1,050,000	1,050,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	499,205	56,691	326,482	-
Debt Service	-	-	-	-
Other Transfers Out	1,758,400	383,800	5,000	-
Total Expenditures & Transfers Out	\$ 31,926,971	\$ 29,695,887	\$ 29,750,756	\$ 31,432,100
Staffing:				
Full-Time	203	190	192	194
Part-Time	20	17	18	17
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 195,005	\$ 583,971	\$ 510,296	\$ 466,300
5232 - Accounting and Auditing	53,500	56,750	57,000	58,500
5234 - Other Contractual Services	9,907,787	9,791,909	9,897,181	10,257,900
5240 - Travel and Per Diem	17,063	15,095	20,757	22,000
5241 - Communications and Freight Services	496,362	431,004	373,212	357,700
5243 - Utility Services	610,909	752,838	708,959	758,100
5244 - Rentals and Leases	317,477	263,655	255,198	455,800
5245 - Insurance	363,340	439,042	531,400	540,600
5246 - Repairs and Maintenance Services	824,750	927,284	892,075	928,200
5247 - Printing and Binding	23,817	23,541	27,619	31,800
5248 - Promotional Activities	78,671	89,868	89,352	136,600
5249 - Other Current Charges	187,376	244,948	170,234	225,600
5251 - Office Supplies	49,972	53,632	55,376	72,600
5252 - Operating Supplies	801,811	780,510	705,968	877,100
5253 - Road Materials & Supplies	66,998	60,074	82,200	78,000
5254 - Publications, Memberships & Training	167,113	166,535	158,644	181,400
9901 - IT Costs Allocated To Other Funds (1)	(260,638)	(269,351)	(280,367)	(292,700)
9904 - Fleet Maintenance Charge (2)	(175,132)	(166,802)	(167,803)	(213,300)
5882 - Aid To Private Organizations	52,000	51,000	66,000	56,000
Total	\$ 13,778,181	\$ 14,295,503	\$ 14,153,672	\$ 15,001,200

(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.



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						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Mayor and Commission	-	-	-	-	-	-	Charter
Executive Assistant	-	-	-	-	-	-	12
Administrative Assistant II	-	-	-	1	-	1	8
Administrative Assistant I	-	1	1	-	-	-	6
Administrative Assistant I (PT)	1	-	-	-	-	-	6
TOTAL	1	1	1	1	-	1	

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. Meets on as needed basis, at least quarterly, at 6:30 p.m., at City Hall, 2nd Floor Conference Room, 2345 Providence Blvd.

FIREFIIGHTERS' 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. Meets on an as needed basis, at least quarterly, at City Hall, 2nd Floor Conference Room, 2345 Providence Blvd.

PARKS & RECREATION ADVISORY COMMITTEE (7 MEMBERS)

Committee established to advise the City Commission on policies related to parks and recreation related projects, programs, facilities or activities. Meets 2nd Monday of each month, at 7:00 p.m., at City Hall, 2nd Floor Conference Room, 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.

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. Meets 3rd Wednesday of each month, at 7:00 p.m., at the Deltona Commission Chambers, 2345 Providence Blvd.

CITY ADVISORY BOARDS (Continued)**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 6:00 p.m., at the Deltona Commission Chambers, 2345 Providence Blvd.

WILLIAM S. HARVEY SCHOLARSHIP SELECTION COMMITTEE (7 MEMBERS)

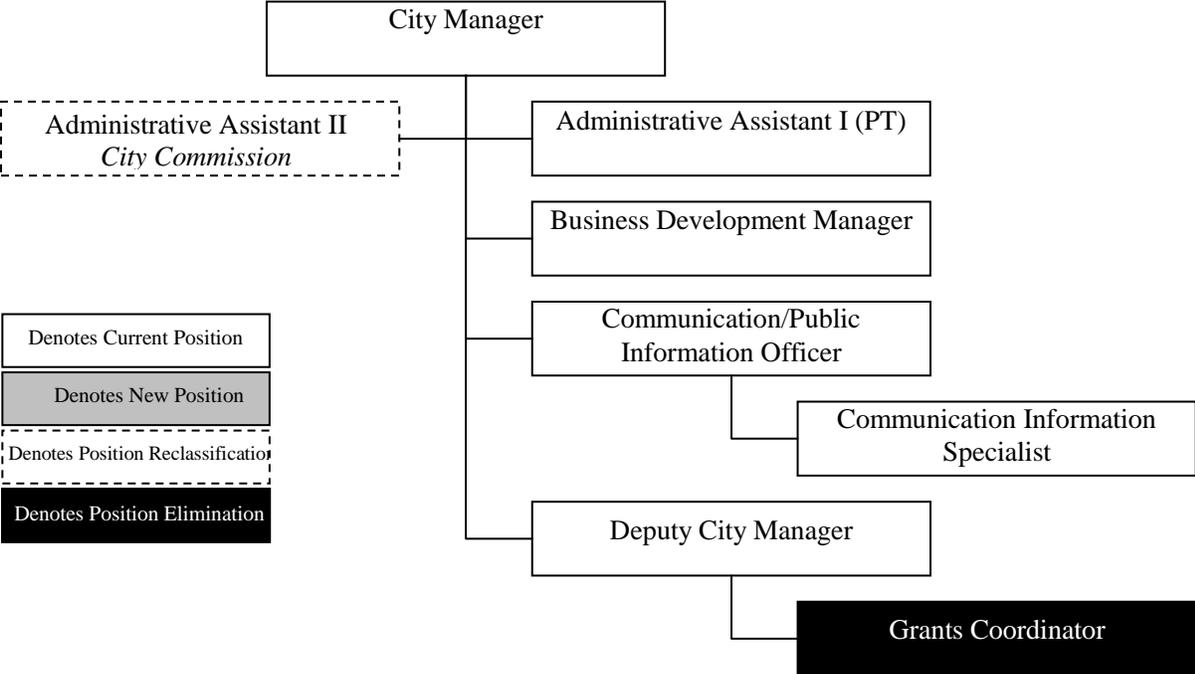
At its February 4, 2008 Regular Meeting, the City Commission approved the creation of a Scholarship Selection Committee which was renamed at the Regular City Commission Meeting on August 4, 2008 the William S. Harvey Scholarship Selection Committee after former Commissioner William S. Harvey. The Scholarship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

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 85,003	\$ 93,080	\$ 99,489	\$ 100,800
Overtime	-	32	116	700
Other Pay	-	-	-	-
Benefits and Taxes	14,450	16,510	19,108	20,700
Total Personal Service Costs	99,453	109,622	118,713	122,200
Operating Expenditures	421,629	233,784	169,667	179,400
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	8,000	8,000	8,000	8,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 529,082	\$ 351,406	\$ 296,380	\$ 309,600
Staffing:				
Full-Time	-	1	1	1
Part-Time	1	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ 60,000	\$ 180	\$ 5,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	-	-	-	-
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	5,491	4,427	6,688	4,500
5241 - Communications and Freight Services	1,221	1,841	3,310	3,700
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	250,000	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	-	298	-	-
5247 - Printing and Binding	336	579	532	200
5248 - Promotional Activities	4,323	5,420	10,253	900
5249 - Other Current Charges	-	967	723	26,100
5251 - Office Supplies	951	774	1,190	800
5252 - Operating Supplies	735	483	691	1,800
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	88,966	90,115	63,100	62,700
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	17,606	17,880	17,000	17,700
9904 - Fleet Maintenance - Allocated Costs	-	-	-	-
5882 - Aid To Private Organizations	52,000	51,000	66,000	56,000
Total	\$ 421,629	\$ 233,784	\$ 169,667	\$ 179,400

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CITY MANAGER’S OFFICE



CITY MANAGER'S OFFICE							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Position Title							
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
Grants Coordinator	1	1	1	-	-	-	17
Business Dev. Manager	1	1	1	1	-	1	17
Community Information Specialist	1	1	1	1	-	1	16
Administrative Assistant I (PT)	1	1	1	1	-	1	6
Photographer (IT)	-	-	-	1	-	1	1
TOTAL	7	7	7	7	-	7	

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.

CITY MANAGER'S OFFICE

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 Objectives:**

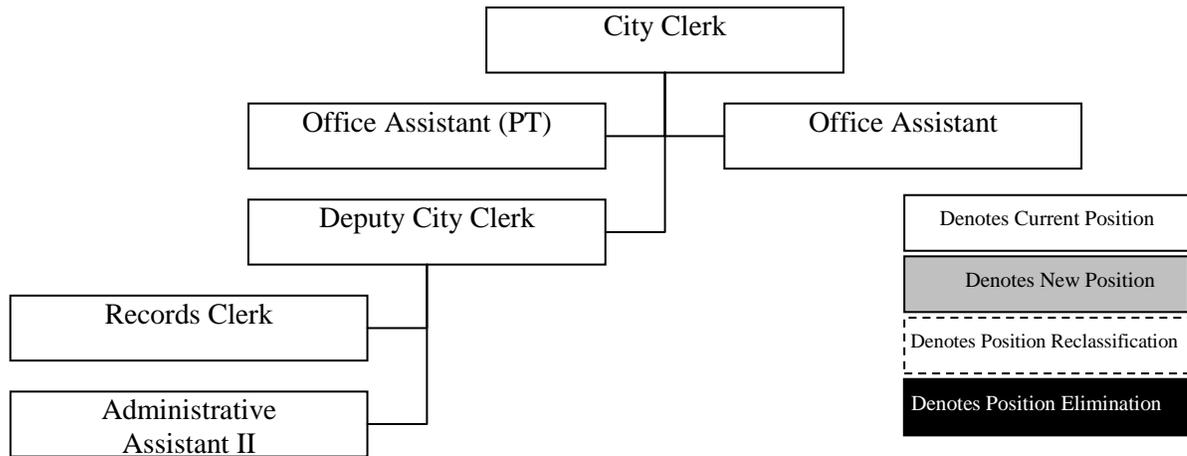
- Responsiveness
 - Ensure that the policies as established by the Mayor and City Commission are carried out as efficiently, effectively, and equitably as possible.
 - Ensure that the day-to-day operations of the City are managed by professionals who are educated and trained in current city management 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
 - 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.
 - 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.

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 348,749	\$ 424,199	\$ 562,613	\$ 453,800
Overtime	858	633	1,008	1,600
Other Pay	-	-	-	-
Benefits and Taxes	126,190	141,029	139,347	156,600
Total Personal Service Costs	475,797	565,861	702,968	612,000
Operating Expenditures	86,914	145,227	143,494	150,700
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	6,000	6,000	6,000	6,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 568,711	\$ 717,088	\$ 852,462	\$ 768,700
Staffing:				
Full-Time	6	6	5	5
Part-Time	1	1	2	2
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 1,946	\$ 20,037	\$ 5,639	\$ 12,800
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	-	-	-	-
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	2,351	1,790	3,481	2,600
5241 - Communications and Freight Services	22,084	25,108	20,995	28,600
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	9,342	8,420	5,002	9,000
5247 - Printing and Binding	14,285	14,644	16,459	18,100
5248 - Promotional Activities	2,092	10,349	11,689	1,300
5249 - Other Current Charges	904	-	146	-
5251 - Office Supplies	2,741	3,820	8,291	11,700
5252 - Operating Supplies	1,258	2,679	4,336	7,700
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	5,912	10,508	16,056	12,000
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	23,999	47,872	51,400	46,000
9904 - Fleet Maintenance - Allocated Costs	-	-	-	900
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 86,914	\$ 145,227	\$ 143,494	\$ 150,700

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CITY CLERK'S OFFICE



CITY CLERK'S OFFICE							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
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 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’ administration; 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; and administering the publication and supplementation of the City Code Book; managing the 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.

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 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.

Performance Measures:

- Number of Commission/advisory board meetings
- Number of pages of transcribed minutes
- Number of switchboard calls
- Number of public requests
- Number of imaged documents
- Number of hits/visits – City’s WebPage
- Hours of maintenance – City’s WebPage

	Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
	82	138	130
	420	425	425
	1,219	1,364	1,370
	226	256	250
	182,673	205,458	210,000
	31,159	55,614	60,000
	18	18	18

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS

- During FY 12/13, the City’s Website provides the accurate and timely information about all City departments and it is user friendly. Departmental staffs are managing their own portions of the Website through the implementation of the content management software. City Clerk’s Office continues oversight of the entire Website as well as managing City Clerk and Advisory Board, Committee and Sub-Committee information and meeting calendars on the Website.

CITY CLERK’S OFFICE

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

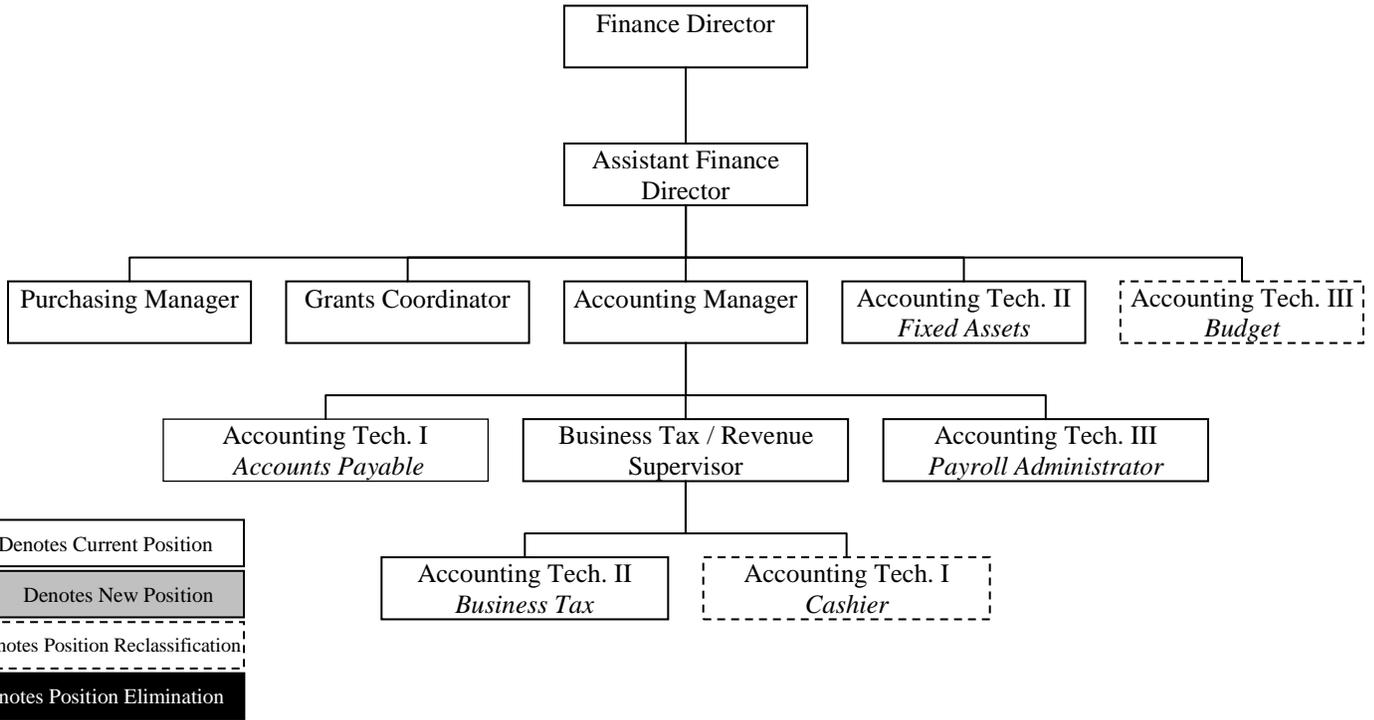
- The City Clerk’s Office continues to be responsible for the overall management of City records through use of on-site storage space and document imaging through the use of *Laserfiche United* optical imaging solution (software and scanners) providing long-term electronic storage of City documents thus 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 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 2,259 citizens are currently registered on this system. It also allows residents to send an e-mail to the appropriate department regarding issues within the City, ask questions, 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. Volume of public records has been steady 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 Adobe Acrobat Pro to combine the agenda packets into a single PDF document which can be uploaded to any computer, laptop or iPad. Saving the City thousands on paper, copy and staff costs.

	Actual FY 11/12	Estimated FY 12/13	Projected FY 13/14
Agenda Packets (sets) – Commission/Board	82	72	75
Assist walk-in customers (2 reception areas)	4,228	3,868	4,000
Citizen board applications processed	38	40	35
City Website maintenance (# of hrs.)	18	18	18
City Website hits	31,159	55,614	60,000
Documents imaged (# of pages)	182,673	205,458	210,000
Documents notarized	5	2	4
Documents recorded with County Clerk	1,440	1,178	1,175
Legal/display advertisements	68	84	85
Minutes transcribed (pages)	420	498	500
Ordinances	23	36	40
Outgoing mail processed/posted	24,898	25,510	25,550
Public records requests	226	256	250
Resolutions	22	26	30

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 198,420	\$ 208,626	\$ 227,928	\$ 227,000
Overtime	528	656	337	1,400
Other Pay	-	-	-	-
Benefits and Taxes	85,683	85,283	81,361	93,300
Total Personal Service Costs	284,631	294,565	309,626	321,700
Operating Expenditures	136,715	144,746	127,147	118,800
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	11,000	11,000	11,000	11,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 432,346	\$ 450,311	\$ 447,773	\$ 451,500
Staffing:				
Full-Time	5	5	5	5
Part-Time	1	1	1	1
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ -	\$ -	\$ 10,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	37,897	28,206	21,963	25,300
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	147	1,309	-	1,000
5241 - Communications and Freight Services	368	360	373	400
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	4,831	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	1,178	697	441	700
5247 - Printing and Binding	24	-	-	-
5248 - Promotional Activities	34,723	31,997	30,569	-
5249 - Other Current Charges	24,297	32,154	26,108	34,000
5251 - Office Supplies	3,229	3,724	4,253	4,000
5252 - Operating Supplies	147	85	93	1,200
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	2,322	2,066	1,047	1,600
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	32,383	39,317	42,300	40,600
9904 - Fleet Maintenance - Allocated Costs	-	-	-	-
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 136,715	\$ 144,746	\$ 127,147	\$ 118,800

FINANCE DEPARTMENT



FINANCE DEPARTMENT							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Finance Director	1	1	1	1	-	1	EBB
Assistant 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	17
Payroll Administrator	1	1	1	1	-	1	13
Business Tax/Revenue Supervisor	1	1	1	1	-	1	13
Accounting Technician III	-	-	-	-	1	1	13
Accounting Technician II	3	3	3	3	(1)	2	11
Accounting Technician I	1	1	1	2	-	2	9
Cashier	1	1	1	-	-	-	3
TOTAL	11	11	11	12	-	12	

FINANCE DEPARTMENT

Functional Duties: The Finance Department manages the financial affairs of the City, including budget development and management, cash management, investments, debt, payroll, procurement, 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.

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.”*

GOALS, OBJECTIVES & PERFORMANCE MEASURES**Key Objectives:**

- Produce the City’s Comprehensive Annual Financial Report.
- Maintain and produce monthly financial and investment reports.
- Reconcile and track 24 different funds.
- Perform internal audit/monitoring procedures.
 - Accounts Payables & Purchase Orders
 - Cash Receipts
 - Credit Card Audits
 - Payroll Audits
- Timely and accurate preparation of a quality annual budget document.
- Bi-weekly processing of payroll for 300 +/- employees
- Grants monitoring and compliance.
- 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.

**FINANCE DEPARTMENT
GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)**

Performance Measures:	Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
• Number of monthly financial and investment reports.	12	12	12
• Receipt of GFOA Certificate of Achievement for Excellence in Financial Reporting. (10 th consecutive year)	Awarded	Awarded	Expected
• Reconcile and track transactions in 24 funds.	24	24	24
• Internal transaction audit: (240) accounts payable, (780) purchasing cards, (520) payroll items, (240) cash receipt transactions, (100) local business tax, AP/PO (144)	2,024	2,024	2,024
• Receipt of GFOA Distinguished Budget Presentation Award (11 th consecutive year)	Received	Received	Expected
• Number of accounts payable invoices processed	11,642	11,436	11,500
• Number of purchasing card transactions reviewed	7,372	3,024	3,000
• Number of direct deposit and payroll checks processed	8,903	8,592	8,700
• Number of local business tax billings and late notice billings	6,874	8,461	7,500
• Number of purchase orders issued	673	729	750
• Number of formal solicitations (bids, RFPs, etc.) processed	29	32	35

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 11/12 CAFR and has received the GFOA Distinguished Budget Presentation Award for FY 12/13. 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 of 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. Finance completed a successful implementation of the City's paperless filing and records retention process with the ability to electronically store accounts payable, purchasing and payroll records. We migrated the business tax license billing process to the City's ERP system providing for better internal control, audit and reconciliation.

We are working with the Human Resources Department to implement the ERP system's workflow process for routing and approval of all employee status/pay changes.

In a continuing effort to improve the City's fixed assets inventory process, the Department implemented a software system to electronically scan and reconcile the City's Fixed Assets which are physically inventoried on an annual basis.

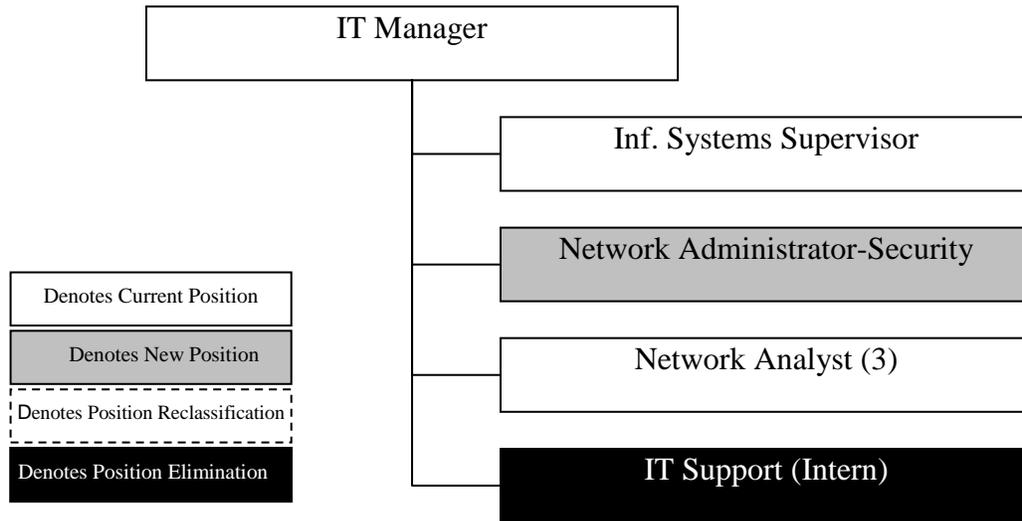
The Department has and will continue to play an integral role in cost control and budget reductions during what has been and continues to be very challenging times.

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 582,647	\$ 601,931	\$ 623,454	\$ 706,700
Overtime	2,383	2,395	3,519	3,500
Other Pay	-	-	-	-
Benefits and Taxes	203,189	196,709	202,825	253,700
Total Personal Service Costs	788,219	801,035	829,798	963,900
Operating Expenditures	157,801	165,636	179,348	205,700
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	10,000	10,000	10,000	10,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 956,020	\$ 976,671	\$ 1,019,146	\$ 1,179,600
Staffing:				
Full-Time	11	11	12	12
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 2,029	\$ -	\$ 33	\$ 100
5232 - Accounting and Auditing	53,500	56,750	57,000	58,500
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	22,976	16,195	23,707	42,500
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	2,441	169	444	800
5241 - Communications and Freight Services	600	600	600	600
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	1,892	1,969	1,940	2,200
5247 - Printing and Binding	2,701	2,854	3,600	4,100
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	10	-	-
5251 - Office Supplies	7,320	5,358	6,625	7,400
5252 - Operating Supplies	18	179	471	-
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	5,112	4,649	5,928	8,700
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	59,212	76,903	79,000	80,800
9904 - Fleet Maintenance - Allocated Costs	-	-	-	-
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 157,801	\$ 165,636	\$ 179,348	\$ 205,700

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INFORMATION TECHNOLOGY SERVICES DIVISION



INFORMATION TECHNOLOGY SERVICES DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Position Title							
IT Manager	1	1	1	1	-	1	EBB
Inf. Systems Supervisor	1	1	1	1	-	1	19
Network Administrator-Security	-	-	-	-	1	1	17
Network Analyst	2	2	3	3	-	3	16
IT Support II	1	1	-	-	-	-	11
IT Support (Intern)	-	-	1	1	(1)	-	Intern
TOTAL	5	5	6	6	-	6	

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.

INFORMATION TECHNOLOGY SERVICES DIVISION

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.”*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Objectives:

- To significantly improve physical IT infrastructure for Resiliency, Capacity and Security
- Plan and implement conversion of CRW platform data into applicable Munis Modules
- Continue to expand Parks Department’s deployment of security cameras
- Deploy Write-Fax desktop faxing solution to all departments
- Improve City Hall wireless network
- Deploy wireless networks at additional City facilities.
- Continue to virtualize platforms and applications
- Expand network storage
- Install new network firewall

Performance Measures:

- Number of personnel using wireless technology
- Number of network accounts
 - Network moves/additions/changes
- Number of voice extensions supported
 - Voice extensions moves/additions/changes
- Number of help desk calls received
 - Calls resolved by Help Desk
 - Calls resolved by other IT Staff
- Number of major infrastructure projects
- Average number request per staff member
- Major project implementation rating (avg.)
- Percentage of local area network availability
- Percentage of phone system availability
- Percentage of internet availability
- Percentage of e-mail system availability

	Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
	52	70	72
	320	350	350
	250	150	130
	450	300	300
	95	50	70
	20,000	30,000	24,000
	11,000	15,000	11,000
	9,000	12,000	12,000
	88	70	77
	4,445	6,667	6,867
	96%	95%	96%
	98%	99%	98%
	98%	99%	99%
	99%	99%	99%
	99%	99%	99%

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS

Information Technology Services Division (ITSD) 2012/2013 accomplishments:

- Standardized all network equipment programming improving service level and network speed.
- Assisted Parks in the installation of security cameras at several park’s facilities.
- Feasibility study in progress to asses replacing our network edge equipment currently Cisco based to Enterasys products to save both capital and maintenance dollars.
- Working with vendors to evaluate and where possible improve DTV’s production environment.

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

- Upgraded out all fleet vehicles with new wireless devices improving connectivity and reducing staff frustration with dropped connections.
- Handled an average of 220 service calls per month
- Responded over 200 times for after hour's service / support.
- Upgraded Virtual Server Farm
- Upgraded network storage platform increasing storage capacity to handle increased demand.
- Upgraded E-Mail platform increasing service delivery and search capabilities
- Developed an internal document database for trouble ticket resolution.
- Developed a knowledge base by collating all notes from service tickets into a searchable format allowing ITSD staff to look up solutions to common and at times uncommon problems.
- Upgraded City Hall Cisco VOIP platform to coincide with Deltona Water new Cisco product install. The systems will interact and redundancy and failover are now achieved.
- Negotiated new communication contract with our city wide network. Savings of 17% were achieved while bandwidth to all sites was doubled.
- By effectively monitoring and enforcing Service Level Agreements a monetary credit of \$3,400 dollars was received along with an additional 10 Meg Internet circuit was secured from Brighthouse, the cost of the internet circuit is \$1,200 a year for a total of \$36,000 over the life of the contract, but due to IT oversight and enforcement of our SLA the new circuit was secured at zero dollars cost over 3 years.
- Regularly upgraded our internet security platform's software to stay current with industry threat trends.
- Installed TV in downstairs conference room with network and internet access to allow staff to access plans and participate in web enabled conferences and other events.
- Built mobile interactive platform to allow presentations to be views in just about any setting.
- Assisting PIO's office in supervising the building of Deltona's first mobile application for both Apple and Droid platforms.
- Assist Clerk's office with both Muni-Agenda and Laserfiche platforms.
- Moved over 150 items from storage to auction.
- Assisted Finance Dept. with annual inventory.
- Installed and activated Finance Department new bar coding equipment and tags.
- Spearheaded Deltona Fire Department's dispatch merger with VCSO dispatch.
- Installed new Fuelman Monitoring system equipment in Fire Station 65.
- Continually upgrading / replacing phones according to pre-established schedule.
- Upgraded all EOC phones and connection.
- Upgraded Commission chamber deliberator platform.

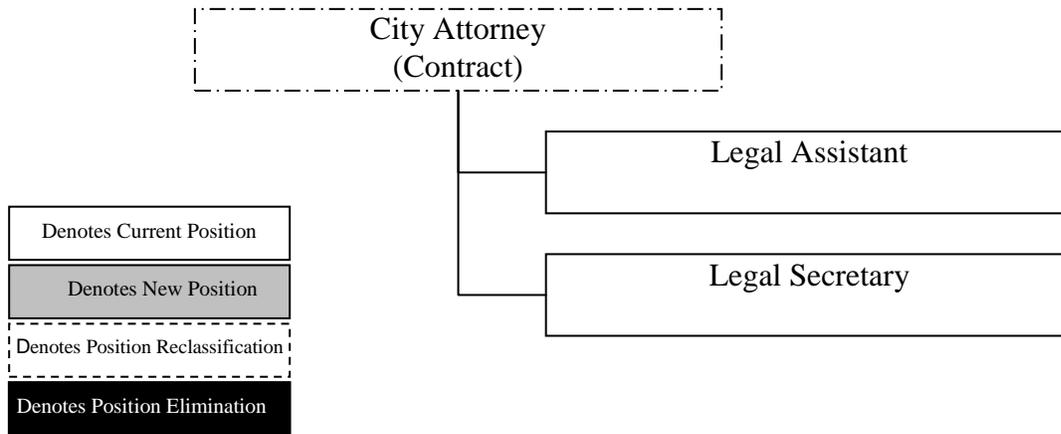
The Information Technology Services division has made significant progress over the last year with many infrastructure changes, replacing equipment and applications especially in the area of security. Key priorities moving forward include completion of ongoing and new major projects and continued improvement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

Information Technology Services

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 244,775	\$ 253,225	\$ 274,460	\$ 332,300
Overtime	38,360	43,485	40,120	31,900
Other Pay	3,724	3,710	3,584	3,700
Benefits and Taxes	92,314	93,651	102,440	132,900
Total Personal Service Costs	379,173	394,071	420,604	500,800
Operating Expenditures	894,252	896,935	875,363	724,800
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	(1,273,424)	(1,291,006)	(1,295,967)	(1,225,600)
Total Expenditures & Transfers Out	\$ 1	\$ -	\$ -	\$ -
Staffing:				
Full-Time	5	5	5	6
Part-Time	-	-	1	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 14,478	\$ 24,541	\$ 9,436	\$ 38,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	364,840	426,740	321,400	298,600
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	3,093	3,873	2,781	5,000
5241 - Communications and Freight Services	415,972	350,713	296,400	262,200
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	78,264	67,488	219,527	93,500
5247 - Printing and Binding	-	-	-	-
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	-	1,167	3,500
5251 - Office Supplies	5,055	8,013	3,571	1,700
5252 - Operating Supplies	7,673	7,057	9,514	7,500
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	4,877	8,510	11,567	14,700
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	100
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 894,252	\$ 896,935	\$ 875,363	\$ 724,800

CITY ATTORNEY'S OFFICE



CITY ATTORNEY'S OFFICE							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
City Attorney	1	-	-	-	-	-	Contract
Law Office Manager	1	-	-	-	-	-	12
Legal Assistant	-	1	1	1	-	1	12
Law Clerk	1	-	-	-	-	-	12
Legal Secretary	1	1	1	1	-	1	10
Administrative Assistant I	1	-	-	-	-	-	6
TOTAL	5	2	2	2	-	2	

Functional Duties: The City Attorney serves as general counsel to the City and handles most of its legal matters. The City Attorney defends and prosecutes for 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; zoning challenges; property assessment disputes; 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, 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.

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, and cost effective manner.”*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

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 at a lower 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.

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS

The City Attorney’s Office is a small and efficiently staffed component of City government. The department has experienced a dramatic increase in the kind and quantity of legal issues and is efficiently and effectively addressing those issues with a greatly reduced staff. This office continues in its efforts to provide high quality, timely, professional, cost effective legal representation to the City Commission, the City Manager, and the Directors and other staff of the City of Deltona.

During FY 12/13:

- Since October 1, 2012, the Office of the City Attorney has worked on well over 1,000 distinct legal issues that have arisen, including:
 - 17 Ordinances, including massive re-write of land development code
 - 34 Resolutions
 - 1 Successful appeal to the 5th District Court of Appeal (DCA)
 - Numerous contracts/agreements
 - 404 Municipal liens and 309 municipal lien satisfactions
 - Innumerable legal opinions rendered to various staff members regarding City actions
 - 27 Responses to foreclosures
 - 51 Neighborhood Stabilization Program 1 (NSP 1) and Neighborhood Stabilization Program 3 (NSP 3) offers received and reviewed

CITY ATTORNEY'S OFFICE

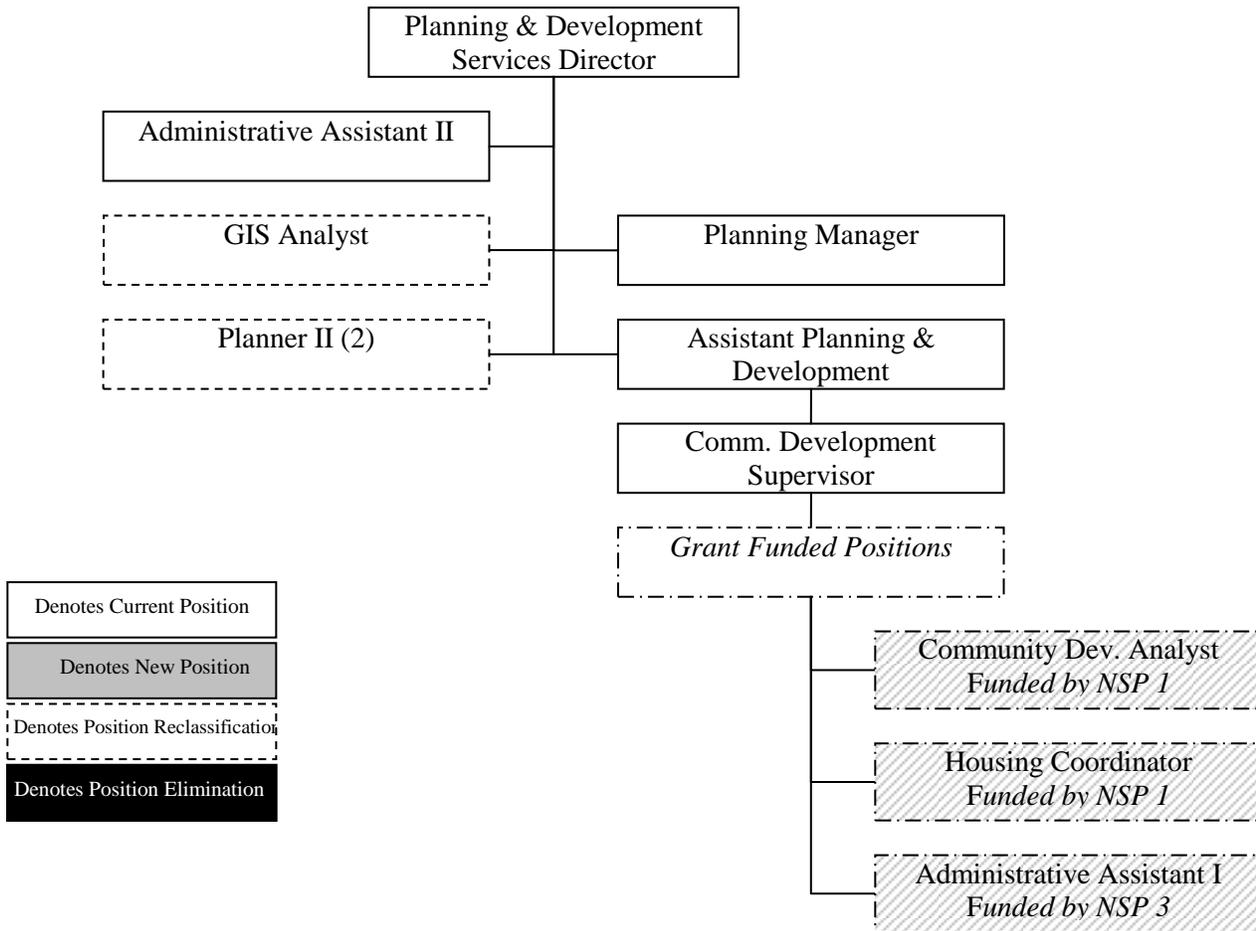
DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

- Numerous plats and site plans issues
- 7 NSP Purchases
- 8 NSP Homes sold
- Numerous alleged discrimination and employment complaints
- The City Attorney successfully defended the City in *Heren v. City of Deltona*, both at the trial and appellate level.
- The City Attorney has worked extensively on various aspects of the Eastern Water Reclamation Facility.
- The City Attorney assisted the City in the negotiations with the former City Manager as to severance issues.
- The City Attorney has taken over much of the legal representation of the City regarding labor disputes and labor union grievances and contract negotiations.
- The City Attorney is assisting the City in dealing with the Jablonski trust which is currently being litigated out of state with the hopes of acquiring funds for the construction of a senior center.
- The Chief Assistant City Attorney is currently providing legal and facilitator services to Deltona's Charter Review Committee.
- The City Attorney is currently involved in assisting outside bond counsel in the refinancing of the City's bonds for the financing of the water and sewer department and the termination of the Swaption.
- The City Attorney is representing the City in court with regard to several lawsuits that do not qualify for city insurance coverage.
- This office is always reviewing the City Charter and Code of Ordinances, and working to reduce legal costs for the City.

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 263,489	\$ 108,855	\$ 72,624	\$ 90,700
Overtime	1,114	1,284	596	900
Other Pay	-	-	-	-
Benefits and Taxes	100,115	43,294	28,669	31,800
Total Personal Service Costs	364,718	153,433	101,889	123,400
Operating Expenditures	172,482	455,573	431,942	397,500
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	9,000	9,000	9,000	9,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 546,200	\$ 618,006	\$ 542,831	\$ 529,900
Staffing:				
Full-Time	5	2	2	2
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 142,132	\$ 426,701	\$ 401,208	\$ 368,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	371	3,000
5234 - Other Contractual Services	580	-	11,165	7,500
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	-
5241 - Communications and Freight Services	900	-	-	-
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	312	676	675	700
5247 - Printing and Binding	-	56	-	-
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	-	-	-
5251 - Office Supplies	1,612	1,125	1,379	1,600
5252 - Operating Supplies	-	-	894	-
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	8,920	676	250	-
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	18,026	26,339	16,000	16,700
9904 - Fleet Maintenance - Allocated Costs	-	-	-	-
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 172,482	\$ 455,573	\$ 431,942	\$ 397,500

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT



PLANNING & DEVELOPMENT SERVICES DEPARTMENT							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Development Services Director	1	1	1	1	-	1	EBB
Assistant Dev. Services Director	1	1	1	1	-	1	23
Planning Manager	1	1	1	1	-	1	21
Planner II	1	1	1	2	-	2	19
Community Development Supervisor	1	1	1	1	-	1	16
Planner I	1	1	1	-	-	-	14
GIS Analyst	-	-	-	1	-	1	13
Planning Coordinator II	1	1	1	-	-	-	12
Administrative Assistant II	1	1	1	1	-	1	8
TOTAL	8	8	8	8	-	8	

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

Functional Duties: The Planning and Development Services Department (Department) provides efficient and effective services by integrating related municipal land-use and design functions into one internal agency. This allows the Department to actively manage 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, and grant writing. The Department is also responsible for overseeing the Housing and Community Development Section activities 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.

Mission Statement: *“The Department of Planning and Development Services is committed to serving the citizens of the City of Deltona by striving to provide resources to enhance the highest 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 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 effective communication, progressive development, redevelopment, equal partnerships, value-added concepts, and customer satisfaction, we will lead by example to set a high standard for planning and development throughout the City.”*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Objectives:

- Promote economic development for the City through efficient development review.
 - Facilitate and administer the most streamlined development review process possible.
 - Ensure that the Land Development Code is organized, current, easy to interpret, and efficient that allows for a streamlined development review process.
 - Ensure that the Land Development Code is clear, concise, predictable, and internally consistent.
 - Keep the ultimate goal of project construction, scheduling, and cost estimate prominent.
 - Expand automation capabilities of the development review process.
 - Assist the Business Development Manager with business attraction and retention.
 - Assist the Grants Coordinator with grants opportunities at all levels of government.
 - Use existing grant awards to the maximum potential to leverage future grants.
- Provide for active public participation and an open government.
 - Provide the opportunity for a development review process that is open to the public.
 - Continue to provide current information on the City’s website/D-TV for public accessibility.
 - Use the Department’s GIS data to the maximum potential and public benefit.
 - Be a customer service-oriented Department at all times.
 - Ensure that the Land Development Code is a user-friendly document and open for adjustments that improve processes and the quality of life of the community.

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

- Effectively Plan for redevelopment throughout the City and the creation of core urban areas.
 - Continue to encourage non-residential development to support residential uses and provide a more balanced land-use program.
 - Encourage more urban densities and intensities in specific areas of the City that can support it.
 - Provide for more pedestrian-oriented facilities and mass transit opportunities.
 - Seek to improve utilities and the transportation network to allow for more urban development.
 - Focus on the redevelopment of existing impacted sites to reduce or eliminate blight, upgrade utilities, provide environmental remediation, and support property values.
- Continue to Implement the City’s Comprehensive Plan and work with area governments on intergovernmental coordination.
 - Provide a high-level of planning to implement the City’s Comprehensive Plan.
 - Ensure that the Land Development Code is consistent with the Comprehensive Plan.
 - Continue to attend as active members of the School Board’s Interlocal Agreement Committee, the Transportation Planning Organization (TPO), the Volusia Growth Management Commission (VGMC), and various other boards and committees.
- Promote environmental awareness and beautification throughout the City.
 - Provide information to the community on environmental protection/beautification measures.
 - Promote Green Building Standards and LEED Certification for public buildings.
 - Coordinate with permitting agencies, local jurisdictions, and the agencies that support environmental protection/beautification.
- Be the affordable housing department for the City.
 - Continue to operate the Neighborhood Stabilization Program(s) with HUD.
 - Continue to properly manage the CDBG program.
 - Continue to provide assistance to the community using the SHIP program.
 - Make the public more aware of existing housing programs.

Performance Measures:

- Number of major projects
- Number of inquiries
- Number of visits
- Present Annual Report
- Number of grants
- Number of press releases
- Number of meetings

	Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
	20	30	35
	3,000	3,500	4,000
	1,500	1,500	1,500
	1	1	1
	20	25	30
	20	20	30
	100	150	200

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT**DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS**

A performance perspective, trends, and highlights for the Planning and Development Services Department (Department) for the previous Fiscal Year 12/13, reflects that the Department observed the real estate market making a rebound and investor confidence increasing for development projects. The Department set measureable, simple, and achievable goals to complete projects in-house and achieved those goals. The goals identified from last fiscal year included rewriting the Land Development Code (Code), processing development review applications, establishing a Community Redevelopment Area (CRA), and operating the Housing and Community Development grants.

For the rewrite of the Code, the City Commission approved the reorganization of it for Phase I and adopted the new Sign Ordinance. A series of amendments were also processed that included updates to Changeable Copy Signs and addressing legally non-conforming structures. The bundle of amendments for the highest priority items were created as Phase IIA and Phase IIB was drafted to follow. Phase IIA amendments are currently being processed.

Development review applications were processed efficiently. This included the completion of the Racetrac Final Site Plan, rezoning the Dunkin Donuts site, amending the development agreement, and construction starting, completion of the McDonalds development within the Wal-Mart Plaza, construction of the Shops of DuPont Lakes and two Dollar Stores, rezoning commercial outparcels at Pine Ridge Methodist Church, amended the Development Agreement for the Bella Vista BPUD, updated the City's Concurrency Management System, completed the annual update to the Capital Improvements Element, partnered with the East Central Florida Regional Planning Council for the Sustainable Communities Initiative Grant, assisted in the City the Open for Business certification, created Lot 7A within the Deltona Village, and assisted a national homebuilder in the acquisition and construction of Lake Baton Estates and Live Oak Estates.

In establishing a CRA, staff processed the Findings and Declarations of Necessity in-house and the City has to receive a delegation of authority from Volusia County to proceed. Within the proposed CRA boundary, the Department processed the City's first Brownfield Area designation, labeled the Deltona Boulevard Economic Development Zone.

Planning staff utilized FY12/13 to revisit the current governing land use regulations and to continually seek efficiencies and value-added measures. The Department believes in being a facilitator of and not a debilitator of projects. Applications have been expedited that are facilitated by advanced coordination, a limited number of Development Review Committee (DRC) meetings (typically one), and Final Site Plans going directly to the City Commission. The result has been an increase in construction projects Citywide, increased activity for project due diligence, and applications for new development. The more balanced land-use program has the potential to increase the City's tax base and provide jobs to our residents. The process has worked to-date to ensure that projects transition easily from design to construction, as is evidenced by increased construction activity.

For Housing and Community Development, the Department was able to continue to buy, rehabilitate, and sell homes within the Neighborhood Stabilization Program (1 & 3) to meet the spending deadlines of both programs and to stay in compliance. The majority of rehabilitated homes have been resold to strengthen our neighborhoods.

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT**DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

Staff continued to facilitate owner-occupied home repair to our residents, using both the State Housing Initiative Partnership (SHIP) and the Community Development Block Grant (CDBG) programs that provides a benefit to a homeowner that cannot afford basic home repairs. Staff met the CDBG spending target ahead of schedule and funds were spent on stormwater projects for flood management, park projects, and subrecipient aid to non-profit agencies for community services. The City is using the CDBG fund to the maximum benefit across a broad-range of services. Staff also wrote the Emergency Solutions Grant (ESG), which resulted in the City being awarded \$104,500 for homelessness prevention to keep residents from losing their homes.

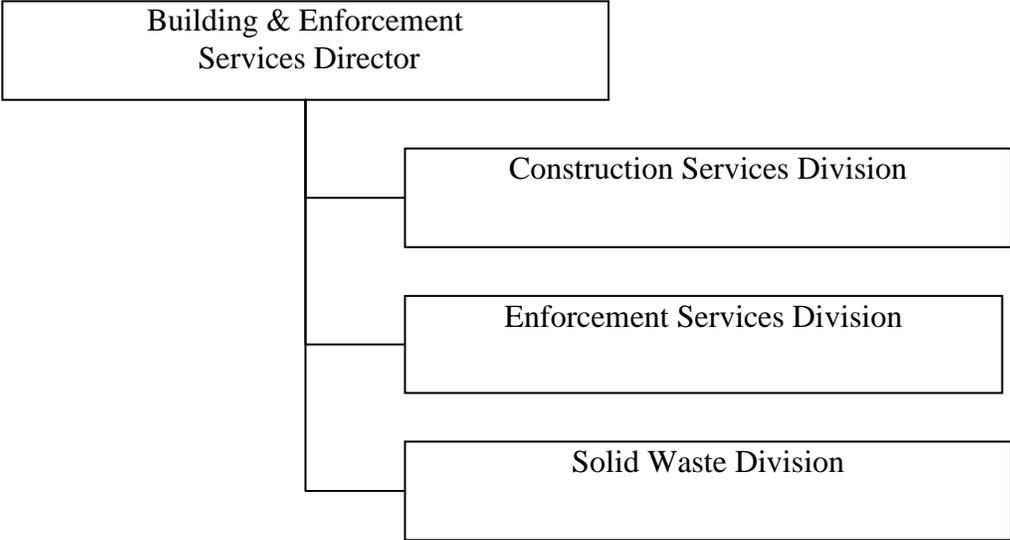
In going forward for FY 13/14, the Department will complete the Land Development Code bundle of amendments, complete the Program Fund part of the NSP programs, will establish a new Five Year Consolidated Action Plan within CDBG, and will administer the SHIP program with new funding. These projects will be conducted simultaneously with the processing of development review applications and administering the ESG grant.

Planning & Development Services

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 433,852	\$ 405,645	\$ 370,508	\$ 483,900
Overtime	-	180	746	1,100
Other Pay	-	-	-	-
Benefits and Taxes	171,585	152,909	195,191	176,500
Total Personal Service Costs	605,437	558,734	566,445	661,500
Operating Expenditures	136,763	181,033	158,789	126,500
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	38,000	38,000	38,000	38,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 780,200	\$ 777,767	\$ 763,234	\$ 826,000
Staffing:				
Full-Time	8	8	8	8
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 21,291	\$ 2,153	\$ 20,308	\$ 20,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	-	-	-	400
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	654	420	465	700
5241 - Communications and Freight Services	1,014	640	690	600
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	2,494	2,612	613	1,500
5247 - Printing and Binding	882	571	400	1,000
5248 - Promotional Activities	24	15	-	-
5249 - Other Current Charges	(622)	55,452	-	-
5251 - Office Supplies	4,546	6,326	4,859	6,500
5252 - Operating Supplies	172	257	33	1,200
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	1,927	2,424	2,121	2,200
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	104,381	110,163	129,300	92,400
9904 - Fleet Maintenance - Allocated Costs	-	-	-	-
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 136,763	\$ 181,033	\$ 158,789	\$ 126,500

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.”*

**BUILDING AND ENFORCEMENT SERVICES DEPARTMENT
GOALS, OBJECTIVES & PERFORMANCE MEASURES**

Key Objectives:

- Increase the Department’s efficiency and the City’s appearance by reviewing and making recommendations for changes to the current Code of Ordinances.
- Provide the public with a timely response to complaints and adequate follow-up to ensure complaint resolution.
- 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.

Performance Measures:

- Average number of request for service per officer
- Number of Special Magistrate cases
- Perform all Building Inspections on the next business day
- Issue “Walk Through” Permits on the same day applications is received.

Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
1,412	1,102	1,102
220	236	236
On Going	On Going	On Going
On Going	On Going	On Going

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.

The Sign Ordinance was completely re-written and approved during this fiscal year.

We added two (2) additional Enforcement Services Officers 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.

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.

BUILDING AND ENFORCEMENT SERVICES DEPARTMENT

DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

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

Permit Type	Actual FY 10/11	Actual FY 11/12	FY 12/13 (October – April)
Building Commercial	28	21	26
Building Residential	15	27	52
Residential Modifications	668	590	325
Sheds	136	135	63
Reroof	361	423	263
Right-of-Way	81	113	56
Garage Related	57	67	55
Fence	466	427	272
Fire Related	34	29	12
Utilities Related	1,182	1,076	574
Pool Related	71	74	71
Signs	44	40	14
TOTAL	3,143	3,022	1,783

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

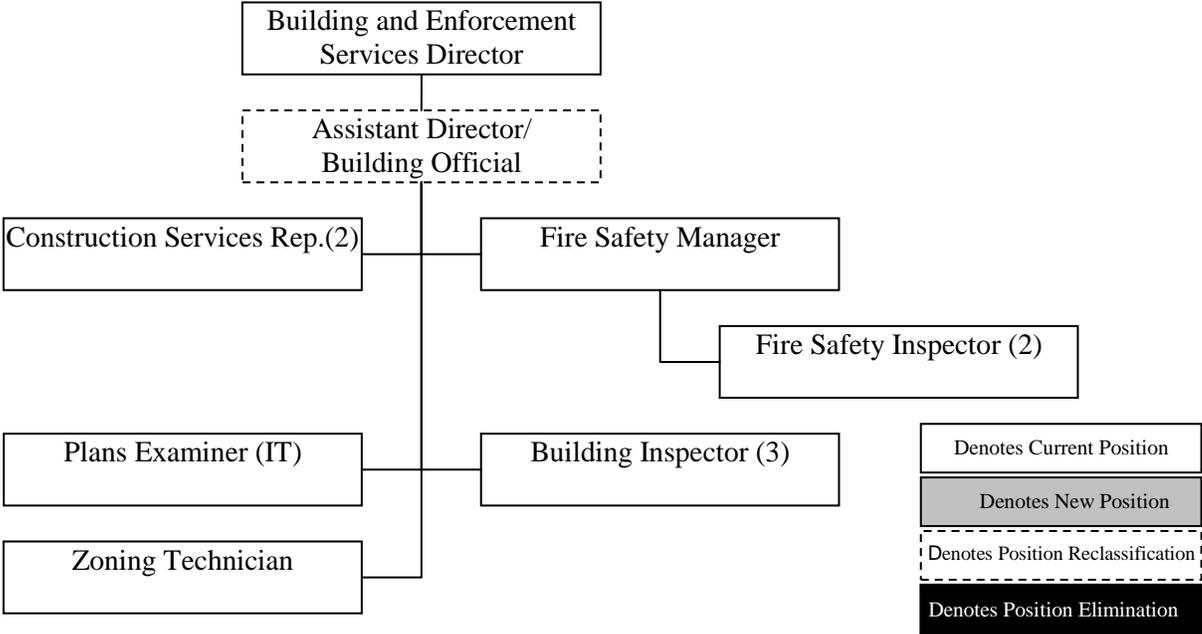
Type	Actual FY 10/11	Actual FY 11/12	FY 12/13 (October – April)
Animal Control Related	4,769	4,508	3062
Dumping	79	69	27
Garage Sales	192	388	75
Home Business	142	128	52
Housing Code Violation	343	323	272
Improper Parking	1,939	2,291	1,569
Inoperable Vehicles	942	906	621
Lot Maintenance	3,780	3,531	1,145
Misc. Property Related	184	469	225
No Permit as required	340	248	150
Pools	118	148	54
Signs	64	189	91
Solid Waste Issues	705	889	504
Zoning	16	25	8
TOTAL	13,613	14,112	7,855
Number of Animals Impounded	2,251	2,120	1,093

Building & Enforcement Services

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 993,401	\$ 1,023,168	\$ 1,110,905	\$ 1,204,600
Overtime	12,413	19,385	17,077	31,200
Other Pay	3,634	3,520	3,604	3,700
Benefits and Taxes	358,276	363,161	394,627	455,600
Total Personal Service Costs	1,367,724	1,409,234	1,526,213	1,695,100
Operating Expenditures	415,498	434,815	420,032	464,200
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	\$ 1,907,222	\$ 1,968,049	\$ 2,070,245	\$ 2,283,300
Staffing:				
Full-Time	20	24	26	26
Part-Time	2	1	1	1
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 9,812	\$ 11,030	\$ 10,561	\$ 10,600
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	194,672	177,497	155,983	168,200
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	194	228	377	-
5241 - Communications and Freight Services	7,284	7,926	8,700	9,800
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	2,092	11,590	10,579	3,200
5247 - Printing and Binding	1,317	292	1,509	2,600
5248 - Promotional Activities	-	-	1,667	5,000
5249 - Other Current Charges	2,242	1,520	1,227	2,000
5251 - Office Supplies	6,101	6,411	5,363	7,500
5252 - Operating Supplies	57,885	74,470	71,530	69,300
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	8,558	8,502	8,936	8,300
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	125,341	135,349	143,600	157,500
9904 - Fleet - Allocated Costs	-	-	-	20,200
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 415,498	\$ 434,815	\$ 420,032	\$ 464,200

**BUILDING AND ENFORCEMENT SERVICES DEPARTMENT
CONSTRUCTION SERVICES DIVISION**



CONSTRUCTION SERVICES DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Assistant Director/Building Official	-	-	-	1	-	1	23
Building Official	1	1	1	-	-	-	22
Fire Safety Manager	-	1	1	1	-	1	19
Plans Examiner (IT)	-	1	1	1	-	1	16
Lead Fire Inspector	-	1	-	-	-	-	15
Building & Fire Safety Inspector	1	-	-	-	-	-	15
Building Inspector	3	3	3	3	-	3	13
Fire Safety Inspector	-	1	2	2	-	2	9
Zoning Technician	1	1	1	1	-	1	7
Construction Services Rep.	2	2	2	2	-	2	5
TOTAL	8	11	11	11	-	11	

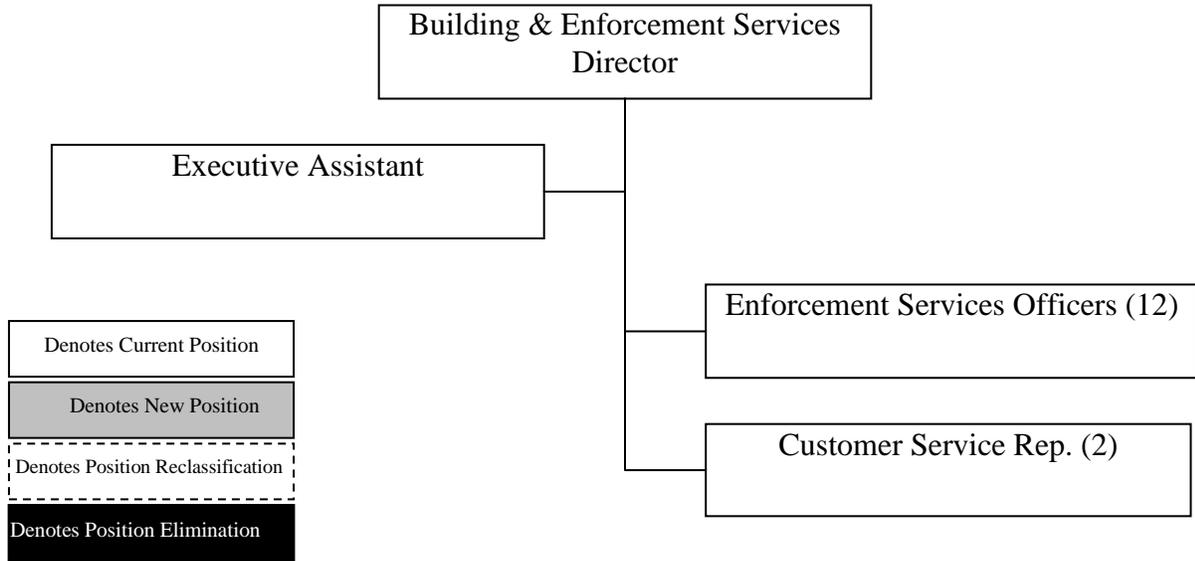
Functional Duties: The Construction Services Division provides building plan review, permitting, and inspections for the built environment of citizens of Deltona complying with the Florida Building Code, State Statutes, and City Ordinances.

Construction Services

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 439,852	\$ 429,308	\$ 438,582	\$ 502,600
Overtime	140	2,589	939	3,300
Other Pay	-	-	-	-
Benefits and Taxes	150,951	155,605	159,601	179,500
Total Personal Service Costs	590,943	587,502	599,122	685,400
Operating Expenditures	93,874	109,565	112,000	111,500
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	62,000	62,000	62,000	62,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 746,817	\$ 759,067	\$ 773,122	\$ 858,900
Staffing:				
Full-Time	8	10	10	10
Part-Time	-	1	1	1
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ -	\$ -	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	-	-	8,963	600
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	194	228	377	-
5241 - Communications and Freight Services	2,520	3,170	2,516	3,400
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	703	872	879	1,000
5247 - Printing and Binding	61	110	636	1,400
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	-	-	-
5251 - Office Supplies	2,120	3,763	3,020	4,000
5252 - Operating Supplies	13,347	24,092	16,913	17,000
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	4,084	4,080	3,496	3,300
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	70,845	73,250	75,200	75,600
9904 - Fleet Maintenance - Allocated Costs	-	-	-	5,200
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 93,874	\$ 109,565	\$ 112,000	\$ 111,500

**BUILDING AND ENFORCEMENT SERVICES DEPARTMENT
ENFORCEMENT SERVICES DIVISION**



ENFORCEMENT SERVICES DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Building & Enf. Services Director	1	1	1	1	-	1	EBB
Executive Assistant	1	1	1	1	-	1	12
Enforcement Services Officer	10	10	12	12	-	12	12
Customer Service Rep.	-	2	2	2	-	2	5
Office Assistant (PT)	2	-	-	-	-	-	1
TOTAL	14	14	16	16	-	16	

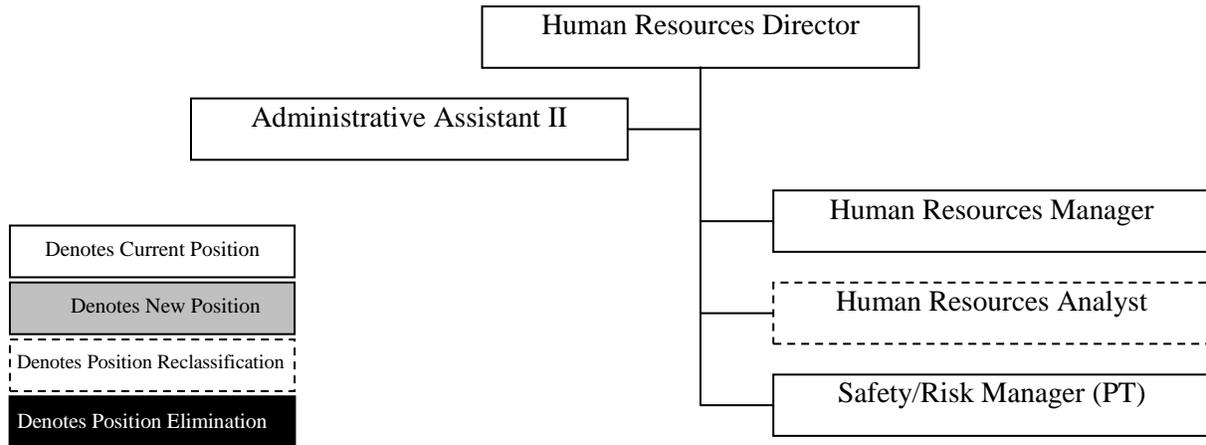
Functional Duties: The Enforcement Services Division performs inspections and enforcement of applicable codes along with protecting citizens by controlling the City’s animal population.

Enforcement Services

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 553,549	\$ 593,860	\$ 672,323	\$ 702,000
Overtime	12,273	16,796	16,138	27,900
Other Pay	3,634	3,520	3,604	3,700
Benefits and Taxes	207,325	207,556	235,026	276,100
Total Personal Service Costs	776,781	821,732	927,091	1,009,700
Operating Expenditures	321,624	325,250	308,032	352,700
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	62,000	62,000	62,000	62,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 1,160,405	\$ 1,208,982	\$ 1,297,123	\$ 1,424,400
Staffing:				
Full-Time	12	14	16	16
Part-Time	2	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 9,812	\$ 11,030	\$ 10,561	\$ 10,600
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	194,672	177,497	147,020	167,600
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	-
5241 - Communications and Freight Services	4,764	4,756	6,184	6,400
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	1,389	10,718	9,700	2,200
5247 - Printing and Binding	1,256	182	873	1,200
5248 - Promotional Activities	-	-	1,667	5,000
5249 - Other Current Charges	2,242	1,520	1,227	2,000
5251 - Office Supplies	3,981	2,648	2,343	3,500
5252 - Operating Supplies	44,538	50,378	54,617	52,300
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	4,474	4,422	5,440	5,000
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	54,496	62,099	68,400	81,900
9904 - Fleet Maintenance - Allocated Costs	-	-	-	15,000
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 321,624	\$ 325,250	\$ 308,032	\$ 352,700

HUMAN RESOURCES DEPARTMENT



HUMAN RESOURCES DEPARTMENT							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						
Position Title	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	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	16
Human Resources Representative	1	1	1	-	-	-	13
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.

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 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.
- Review and renew employee health/dental insurance and work with the City’s Broker of Record to target a renewal rate of under 10% while maintaining same/current benefit levels, if possible.
- Work with senior management in negotiating the IAFF Local 2913 contract and/or administering it.
- Provide on-going training City-wide in anti-harassment, customer service, supervision, safety and health related topics.
- Implement the developed and completed City-wide vehicle accident review program.
- 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.

Performance Measures:

- Number of job applications processed
- Number of position recruitments completed
- Number of Screenings completed:
 - Employment Physicals
 - Level I/II Background Screenings
- Number of separations processed:
 - Voluntary
 - Dismissals
 - Retirements
 - Other
- Turnover rate
- Union Grievances Processed
- Workers Comp Claims
- Approved FMLA Requests
- Formal Discrimination Claims (State/Federal)

	Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
	973	900	900
	34	30	40
	30	28	40
	250	28	40
	20	17	17
	10	12	12
	2	4	2
	0	1	1
	3.2%	2%	2%
	22	12	12
	40	40	40
	31	35	35
	1	1	1

Human Resources

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 230,853	\$ 242,934	\$ 248,919	\$ 262,500
Overtime	46	724	821	400
Other Pay	-	-	-	-
Benefits and Taxes	80,417	80,532	81,516	99,200
Total Personal Service Costs	311,316	324,190	331,256	362,100
Operating Expenditures	65,198	86,273	76,658	98,000
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	9,000	9,000	9,000	9,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 385,514	\$ 419,463	\$ 416,914	\$ 469,100
Staffing:				
Full-Time	4	4	4	4
Part-Time	1	1	1	1
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ 12,750	\$ 1,875	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	-	215	-	-
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	132	87	133	600
5241 - Communications and Freight Services	1,043	939	982	1,200
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	1,290	1,325	3,211	1,300
5247 - Printing and Binding	1,048	1,026	675	600
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	31,119	32,827	24,880	50,300
5251 - Office Supplies	1,780	2,610	1,137	1,300
5252 - Operating Supplies	3,025	4,451	3,264	3,700
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	4,487	3,223	7,901	8,700
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	21,274	26,820	32,600	30,000
9904 - Fleet Maintenance - Allocated Costs	-	-	-	300
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 65,198	\$ 86,273	\$ 76,658	\$ 98,000

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GENERAL GOVERNMENT

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.

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

GOALS, OBJECTIVES & PERFORMANCE MEASURES**Key Objectives:**

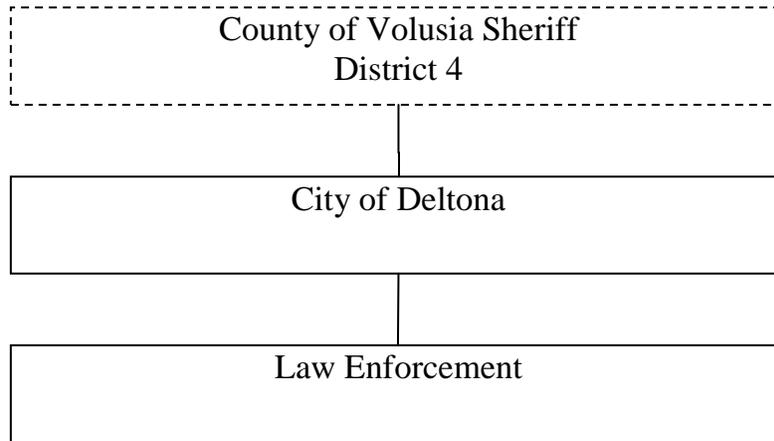
- Accurate and efficiently budget for general expenditures that do not apply to a single department and/or benefit multiple departments.
- Fund unemployment benefits for employees in the General Fund.
- Provide for the City’s liability insurance premiums.
- Allocate moneys for the maintenance and repair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

General Government

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ -	\$ -	\$ -	\$ 105,600
Overtime	-	-	-	-
Other Pay	-	-	-	-
Benefits and Taxes	111,772	48,824	1,012	64,600
Total Personal Service Costs	111,772	48,824	1,012	170,200
Operating Expenditures	707,278	993,681	1,034,361	1,102,800
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	1,758,400	383,800	5,000	-
Total Expenditures & Transfers Out	\$2,577,450	\$1,426,305	\$1,040,373	\$1,273,000
Staffing:				
Full-Time	-	-	-	-
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 595	\$ -	\$ -	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	35,975	23,407	8,641	27,200
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	-
5241 - Communications and Freight Services	33,941	32,406	32,157	40,600
5243 - Utility Services	152,117	152,431	150,000	173,000
5244 - Rentals and Leases	8,920	253,812	251,500	251,500
5245 - Insurance	363,181	439,042	531,400	540,600
5246 - Repairs and Maintenance Services	100,330	58,950	50,110	55,200
5247 - Printing and Binding	1,879	2,469	2,185	3,000
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	6,218	20,000	952	-
5251 - Office Supplies	-	-	-	3,400
5252 - Operating Supplies	4,122	11,164	7,416	7,600
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	-	-	-	700
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 707,278	\$ 993,681	\$1,034,361	\$1,102,800

LAW ENFORCEMENT SERVICES



LAW ENFORCEMENT							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						
Position Title	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	Pay Grade
Officers provided through contract with County of Volusia.	76	79	79	79	-	79	Contract
TOTAL	76	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.”*

LAW ENFORCEMENT SERVICES

GOALS, OBJECTIVES, & PERFORMANCE MEASURES

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.

Performance Measures:

- Number of reported residential burglaries
- Number of reported commercial burglaries
- Number of reported vehicle burglaries
- Number of reported commercial robberies
- Number of stolen vehicles
- Number of reported traffic crashes
- Number of reported arrest warrant served

	Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
	540	513	487
	42	40	38
	375	356	338
	15	14	13
	140	133	126
	863	819	778
	602	662	728

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.

LAW ENFORCEMENT SERVICES

DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

DEPARTMENTAL ACTIVITY

INVESTIGATIONS UNIT ACTIVITY	2010	2011	2012
Cases assigned	597	537	791
Cases completed	553	552	653
Investigation call outs	182	125	138
SA 7-07s filed (Charge Affidavit)	233	270	97
Arrest warrants	119	87	53
Search warrants	29	35	35
Felony arrests	349	196	284
Assist other agencies	60	65	29

JUVENILE INVESTIGATIONS ACTIVITY	2010	2011	2012
Cases assigned	290	239	176
Cases completed	281	230	199
Investigation call outs	6	5	2
SA 7-07s filed (Charge Affidavit)	37	123	17
Arrest warrants	14	35	6
Search warrants	2	8	1
Felony arrests	22	47	64
Assist other agencies	0	7	0

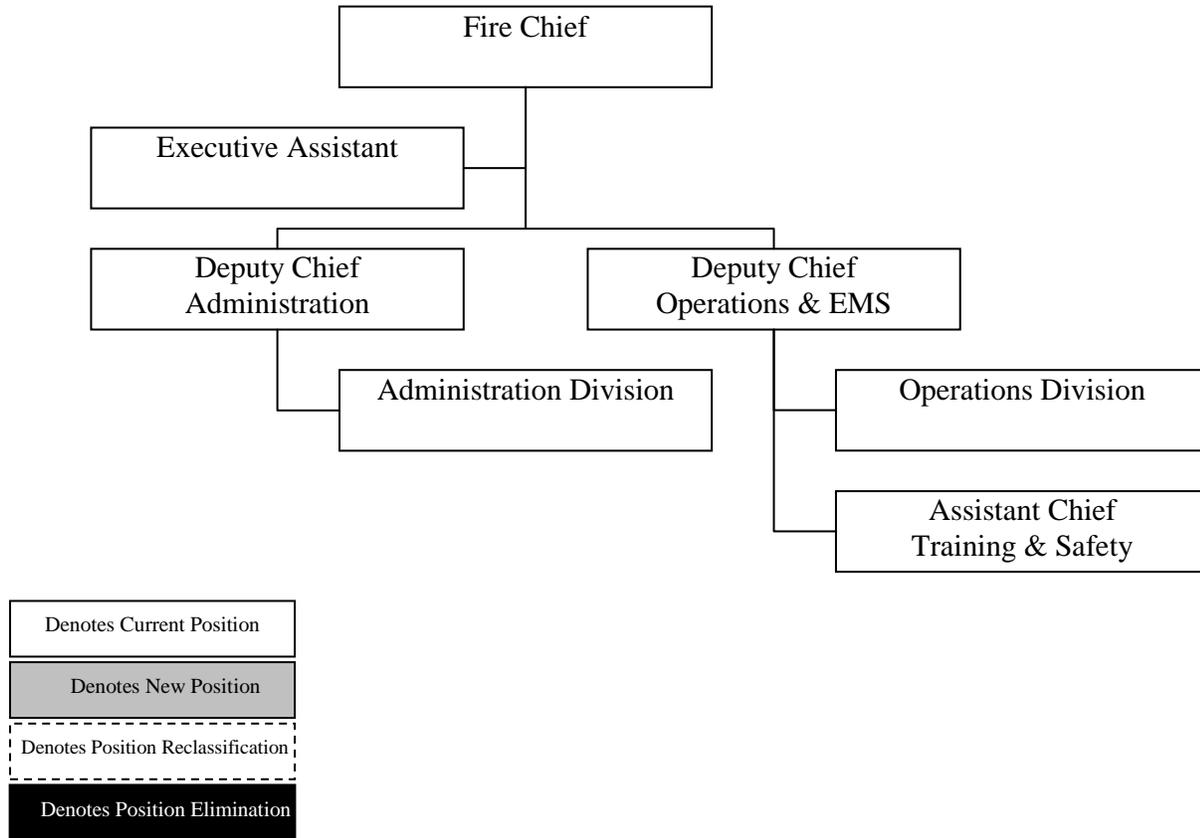
PATROL UNIT ACTIVITY	2010	2011	2012
Reports written	12,525	11,544	11,676
Burglary arrests	98	134	148
Narcotics arrests	407	342	248
Felony arrests	1,175	1,076	1,190
Misdemeanor arrests	3,072	2,759	2,815
Warrants served	640	568	602

Law Enforcement

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ -	\$ -	\$ -	\$ -
Overtime	-	-	-	-
Other Pay	-	-	-	-
Benefits and Taxes	-	-	-	-
Total Personal Service Costs	-	-	-	-
Operating Expenditures	9,236,448	9,127,506	9,326,431	9,827,600
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$9,236,448	\$9,127,506	\$9,326,431	\$9,827,600
Staffing:				
Full-Time	-	-	-	-
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ -	\$ -	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	9,131,616	9,046,449	9,271,323	9,597,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	-
5241 - Communications and Freight Services	-	-	-	-
5243 - Utility Services	24,401	26,140	20,762	26,500
5244 - Rentals and Leases	46,036	-	-	200,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	5,756	20,867	7,109	4,100
5247 - Printing and Binding	-	-	-	-
5248 - Promotional Activities	28,360	34,050	27,237	-
5249 - Other Current Charges	-	-	-	-
5251 - Office Supplies	279	-	-	-
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	\$9,236,448	\$9,127,506	\$9,326,431	\$9,827,600

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”.*

**FIRE / RESCUE SERVICES DEPARTMENT
GOALS, OBJECTIVES & PERFORMANCE MEASURES**

Key Objectives:

- Maintain 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 Volusia County.
- Maintain the minimum ISO training requirements for certified personnel.
- Ensure personnel are highly trained to provide Emergency Medical Care and mitigate fire emergencies.

Performance Measures:

- Maintain the City’s ISO rating
- Maintain response time to structural fires (1st Unit on Scene)
- Refine closest unit response programs
- Maintain minimum ISO training requirements
- Continue to refine and integrate fire department-based EMS transport units into the overall EMS system in Volusia County.

Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
4	4	4
<7:00 Min.	<7:00 Min.	<7:00 Min.
3	3	1 (VCFS)
20 Hours Per Month	20 Hours Per Month	20 Hours Per Month
N/A	N/A	Increase transports to 3-4 per month

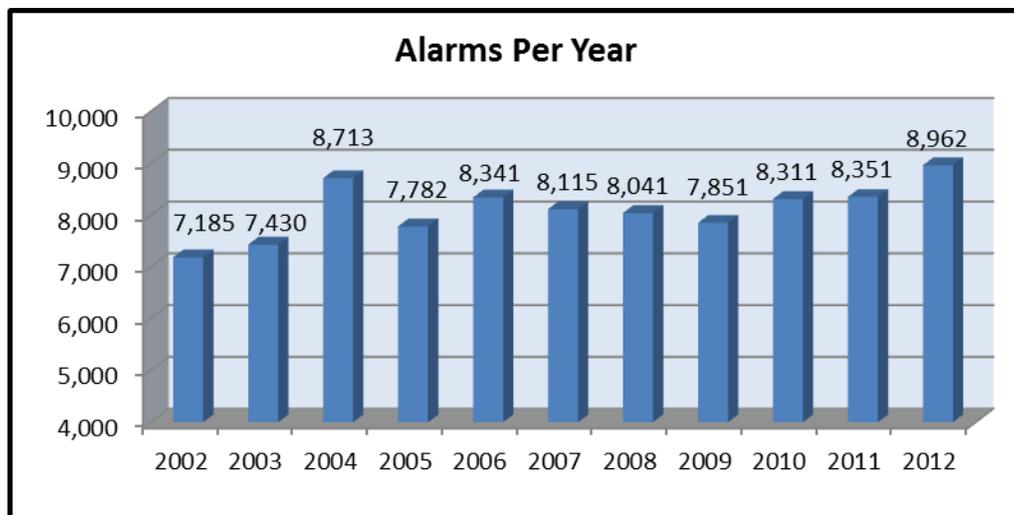
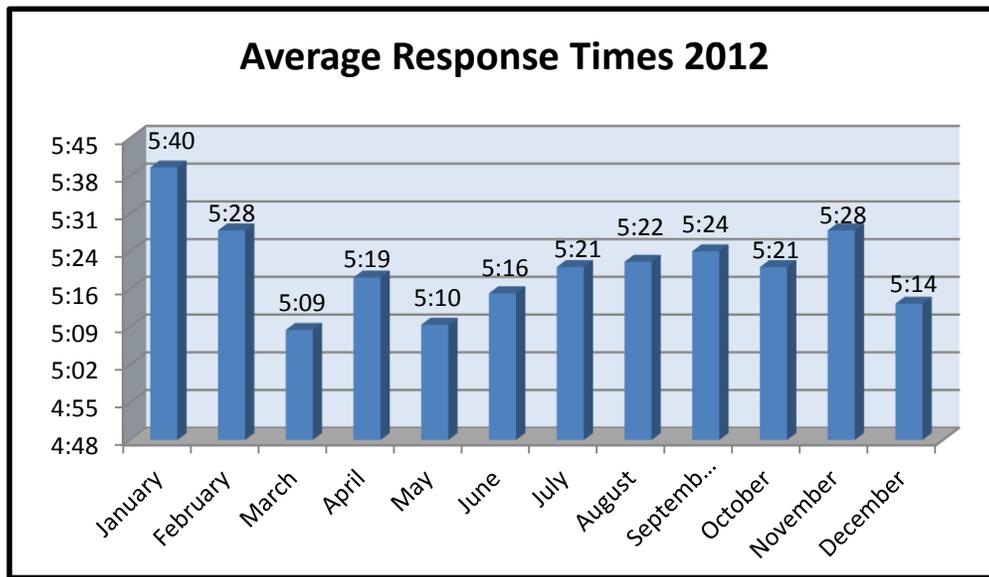
DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS

The 2012/2013 budget year was a year of stability for the fire department with all of the changes that occurred in the later part of 2011. In August of 2012 the department took delivery of its first Fire Engine equipped with a cutting edge technology, a Compressed Air Foam System (CAFS), that although has been used in other forms of firefighting is making an inroads to the structural firefighting arena. This technology has been embraced in other portions of the United States and Europe for several years. Volusia County started instituting this technology in 2010 as a way to more rapidly mitigate structure fires while reducing damage caused by the use of traditional water and rendering the environment of the building fire more inhabitable and survivable for occupants and firefighters alike. The department is moving forward with this technology and will provide a more advanced training in June of 2013 and is planning to order its second engine with CAFS later this year.

The Contingency Transport program continues to evolve as Volusia County becomes more comfortable with allowing fire departments to transport patient when EVAC Ambulance fails to respond within 10 minutes. A pilot program was implemented in July/August of 2012 with the City of Edgewater and Town of Ponce Inlet and those agencies transport about 50% of the patients requiring the service. It is our hope that Volusia County will extend this invitation to Deltona after the completion of the pilot program with these two municipalities.

**FIRE / RESCUE SERVICES DEPARTMENT
DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

Requests for service slightly increased for Deltona even with the fluctuations in population. Requests for service in 2012 totaled 8,962 incidents which represents a 7.32% increase. The overwhelming majority of requests for service are for medical emergencies. The department has been able to maintain excellent average response times and the opening of Station 65 has improved our response times in the northwestern portions of the City. Our average response time for 2012 was 5:21.

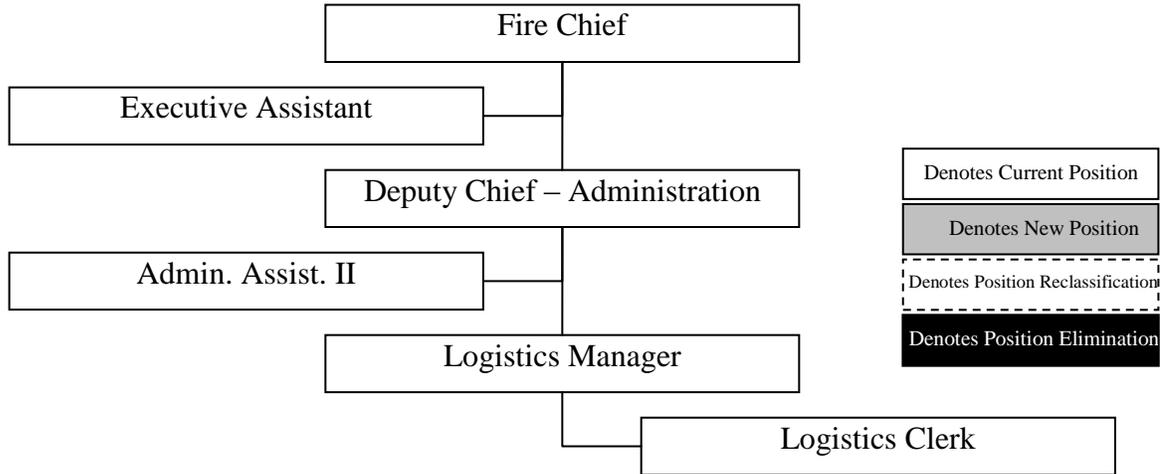


Fire / Rescue Services

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 5,027,836	\$ 4,381,950	\$ 4,358,477	\$ 4,486,700
Overtime	226,260	252,904	268,730	275,900
Other Pay	24,710	22,038	21,682	22,800
Benefits and Taxes	2,544,066	2,347,805	2,396,367	2,440,300
Total Personal Service Costs	7,822,872	7,004,697	7,045,256	7,225,700
Operating Expenditures	1,175,403	1,211,054	1,106,442	1,281,500
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	379,000	379,000	379,000	379,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$9,377,275	\$8,594,751	\$8,530,698	\$8,886,200
Staffing:				
Full-Time	93	78	77	77
Part-Time	-	1	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ 18,448	\$ 59,523	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	7,415	12,843	17,234	18,900
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	1,494	1,776	5,435	5,500
5241 - Communications and Freight Services	6,266	4,395	3,379	3,200
5243 - Utility Services	52,129	75,435	75,637	79,900
5244 - Rentals and Leases	268	-	-	-
5245 - Insurance	159	-	-	-
5246 - Repairs and Maintenance Services	288,272	384,835	277,014	229,000
5247 - Printing and Binding	1,245	968	2,192	2,000
5248 - Promotional Activities	7,420	7,919	7,737	9,000
5249 - Other Current Charges	39,502	36,095	48,887	49,300
5251 - Office Supplies	11,180	9,668	14,213	19,900
5252 - Operating Supplies	313,795	295,575	279,806	401,400
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	32,508	31,165	36,385	55,200
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	413,750	331,932	279,000	266,100
9904 - Fleet Maintenance - Allocated Costs	-	-	-	142,100
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 1,175,403	\$ 1,211,054	\$ 1,106,442	\$ 1,281,500

**FIRE / RESCUE SERVICES DEPARTMENT
ADMINISTRATION DIVISION**



ADMINISTRATION DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Fire Chief	1	1	1	1	-	1	EBB
Deputy Fire Chief	2	2	2	2	-	2	23
EMS Officer	1	-	-	-	-	-	21
Fire Training Officer	1	1	1	1	-	1	21
Communications Manager	1	-	-	-	-	-	20
Fire Inspector	1	-	-	-	-	-	17
Fleet Maintenance Coordinator	1	1	-	-	-	-	16
PIO/Public Safety Educator (IT)	-	1	-	-	-	-	15
Lead Telecommunicator	3	-	-	-	-	-	13
Executive Assistant	1	1	1	1	-	1	12
Logistics Manager	1	1	1	1	-	1	12
Fire Inspector-Civilian	1	-	-	-	-	-	9
Telecommunicator	8	-	-	-	-	-	8
Administrative Assistant II	1	1	1	1	-	1	8
Logistics Clerk	1	1	1	1	-	1	2
TOTAL	24	10	8	8	-	8	

Functional Duties: The Administrative division is separated into Emergency Management and Logistics. Additionally, 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. This division also coordinates all repair and maintenance to the City’s 800 MhZ radio system.

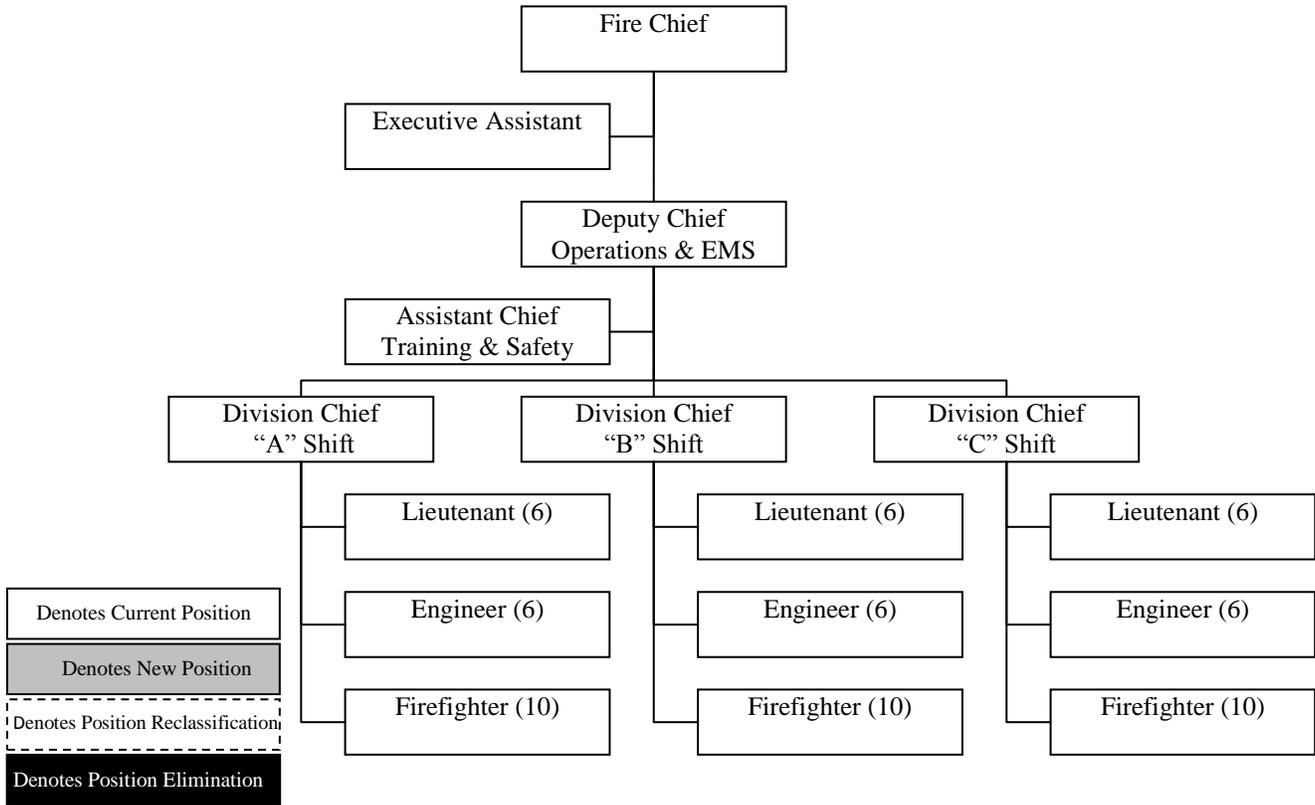
Fire Administration

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 5,027,836	\$ 605,449	\$ 515,717	\$ 531,300
Overtime	226,260	7,012	3,910	3,100
Other Pay	24,710	3,364	4,082	4,600
Benefits and Taxes	2,544,066	231,034	199,127	212,400
Total Personal Service Costs	7,822,872	846,859	722,836	751,400
Operating Expenditures	1,175,403	418,832	353,932	358,800
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	379,000	379,000	379,000	379,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$9,377,275	\$1,644,691	\$1,455,768	\$1,489,200
Staffing:				
Full-Time	24	9	8	8
Part-Time	-	1	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ -	\$ 5,000	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	7,415	6,081	2,033	2,900
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	1,494	707	3,424	2,500
5241 - Communications and Freight Services	6,266	3,580	2,687	2,500
5243 - Utility Services	52,129	3,633	3,137	4,900
5244 - Rentals and Leases	268	-	-	-
5245 - Insurance	159	-	-	-
5246 - Repairs and Maintenance Services	288,272	38,282	17,428	29,800
5247 - Printing and Binding	1,245	258	1,513	500
5248 - Promotional Activities	7,420	2,599	989	1,500
5249 - Other Current Charges	39,502	4,495	5,066	3,800
5251 - Office Supplies	11,180	4,917	2,885	4,000
5252 - Operating Supplies	313,795	17,106	21,042	24,700
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	32,508	5,242	9,728	7,000
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	413,750	331,932	279,000	266,100
9904 - Fleet Maintenance - Allocated Costs	-	-	-	8,600
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 1,175,403	\$ 418,832	\$ 353,932	\$ 358,800

FIRE / RESCUE SERVICES DEPARTMENT

OPERATIONS DIVISION



OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
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	

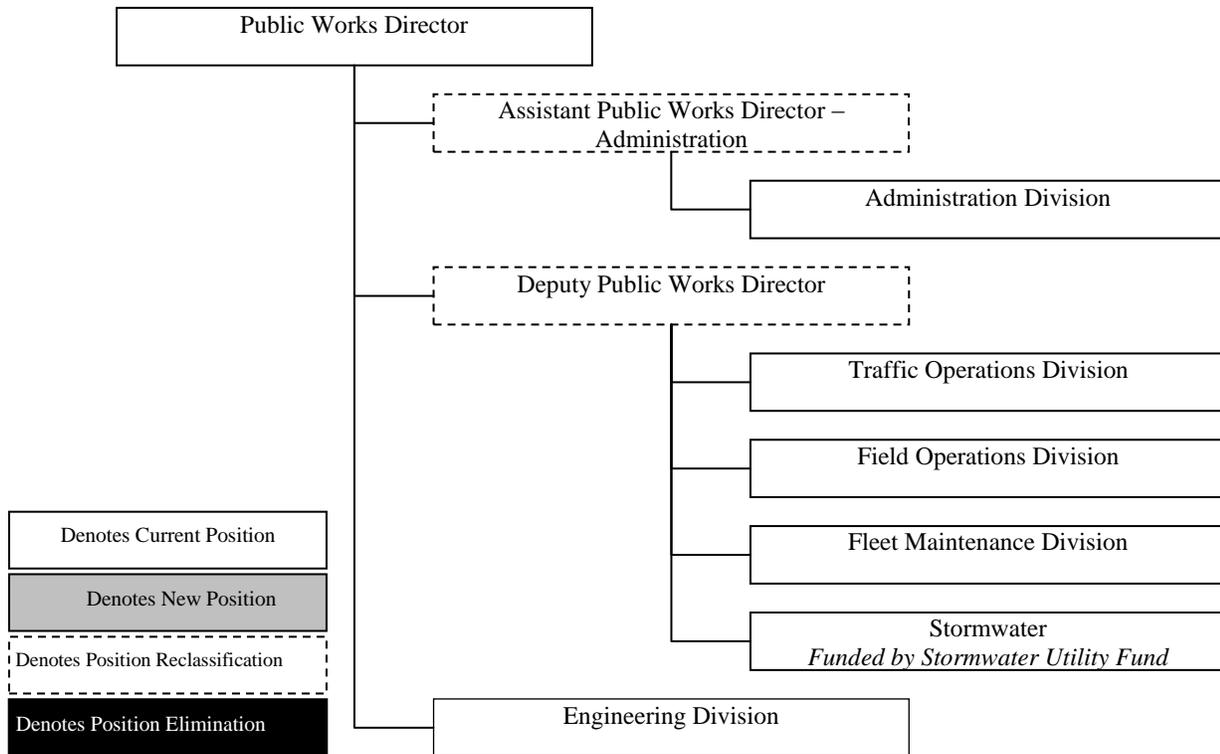
Functional Duties: The Operations division is composed of the “Combat” division of the Fire Department and includes Training, Safety and EMS management functions via the Administrative Division. The department provides Emergency Medical Services (EMS) at the Advanced Life Support (ALS) level, firefighting, 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.

Fire Operations

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ -	\$ 3,776,501	\$ 3,842,760	\$ 3,955,400
Overtime	-	245,892	264,820	272,800
Other Pay	-	18,674	17,600	18,200
Benefits and Taxes	-	2,116,771	2,197,240	2,227,900
Total Personal Service Costs	-	6,157,838	6,322,420	6,474,300
Operating Expenditures	-	792,222	752,510	922,700
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ -	\$ 6,950,060	\$ 7,074,930	\$ 7,397,000
Staffing:				
Full-Time	69	69	69	69
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ 18,448	\$ 54,523	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	-	6,762	15,201	16,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	1,069	2,011	3,000
5241 - Communications and Freight Services	-	815	692	700
5243 - Utility Services	-	71,802	72,500	75,000
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	-	346,553	259,586	199,200
5247 - Printing and Binding	-	710	679	1,500
5248 - Promotional Activities	-	5,320	6,748	7,500
5249 - Other Current Charges	-	31,600	43,821	45,500
5251 - Office Supplies	-	4,751	11,328	15,900
5252 - Operating Supplies	-	278,469	258,764	376,700
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	-	25,923	26,657	48,200
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	133,500
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ -	\$ 792,222	\$ 752,510	\$ 922,700

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 also 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).

PUBLIC WORKS DEPARTMENT

Mission Statement: *“To provide quality, innovative, visually appealing and cost efficient maintenance of vehicles and equipment, public rights-of-way, stormwater drainage infrastructure and retention areas. Furthermore to perform complex professional analytical office and engineering support in plan review and field engineering support for environmental, water, wastewater, stormwater, roads and drainage and other projects with the City; and to provide the residents of Deltona with exceptional customer service and respond to the needs of the community.”*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

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 and economical 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.
- To 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, supply orders, and financials in a timely manner.
- Provide high level of customer service and response to inquiries on a timely basis

Performance Measures:

- Street name signs fabricated/installed/replaced
- Completed vehicle service requests
- Streets resurfaced (miles)
- New sidewalks installed (miles)

Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
1,320	1,250	1,250
1,125	1,350	1,350
2.5	5.0	0
1.2	7	7

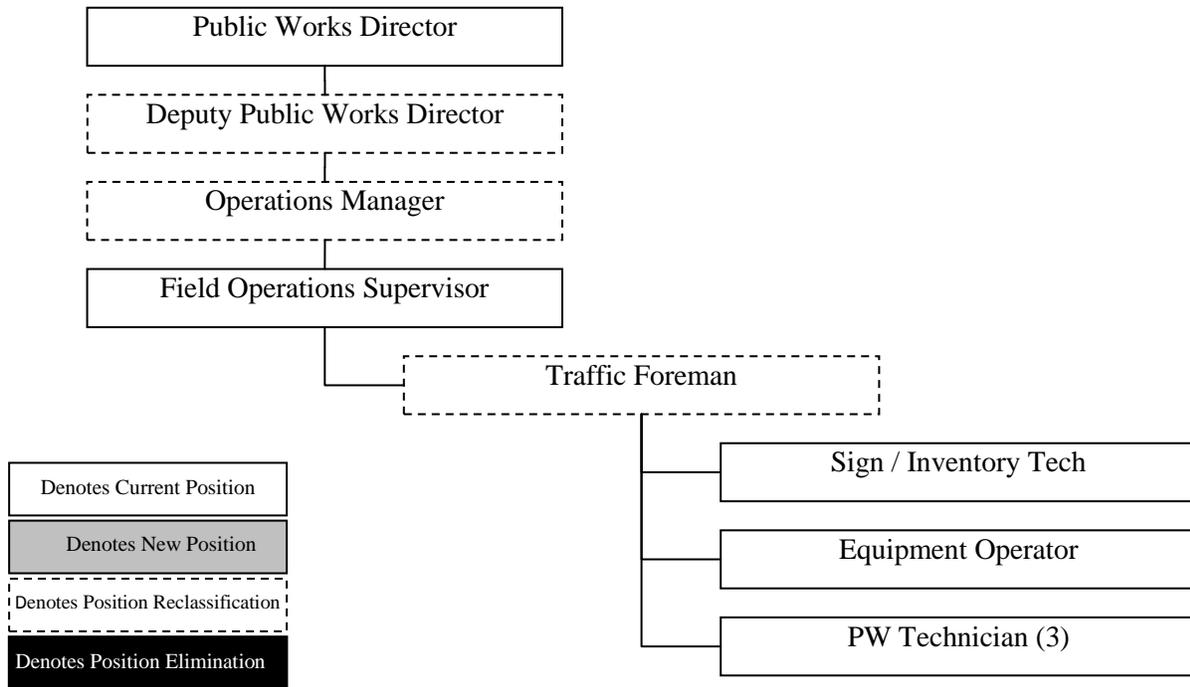
Public Works

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 740,070	\$ 749,093	\$ 763,889	\$ 846,000
Overtime	9,942	12,121	7,568	22,000
Other Pay	6,423	6,480	6,567	7,400
Benefits and Taxes	332,845	323,643	331,815	400,900
Total Personal Service Costs	1,089,280	1,091,337	1,109,839	1,276,300
Operating Expenditures	643,740	622,809	627,066	607,400
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	346,000	346,000	346,000	346,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	499,205	56,691	326,482	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$2,578,225	\$2,116,837	\$2,409,387	\$2,229,700
Staffing:				
Full-Time	27	27	28	28
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 505	\$ 225	\$ 1,533	\$ 1,800
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	95,245	53,874	52,951	56,500
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	1,023	686	920	1,100
5241 - Communications and Freight Services	2,457	2,633	2,735	3,400
5243 - Utility Services	241,514	240,592	242,505	259,700
5244 - Rentals and Leases	1,607	2,161	3,285	3,300
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	202,921	225,578	205,732	407,300
5247 - Printing and Binding	64	73	67	200
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	6,955	10,315	7,756	10,000
5251 - Office Supplies	1,169	2,317	1,855	2,500
5252 - Operating Supplies	135,379	128,091	120,865	135,100
5253 - Road Materials & Supplies	66,998	60,074	82,200	78,000
5254 - Publications, Memberships & Training	2,461	2,527	4,065	4,400
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	60,574	60,465	68,400	60,200
9904 - Fleet Maintenance - Allocated Costs	(175,132)	(166,802)	(167,803)	(416,100)
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 643,740	\$ 622,809	\$ 627,066	\$ 607,400

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**PUBLIC WORKS DEPARTMENT
TRAFFIC OPERATIONS DIVISION**



TRAFFIC OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Traffic Forman	-	-	-	1	-	1	10
Sign/Inventory Technician	1	1	1	1	-	1	7
Equipment Operator	1	1	1	1	-	1	6
Public Works Technician	3	3	3	3	-	3	4
TOTAL	5	5	5	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.

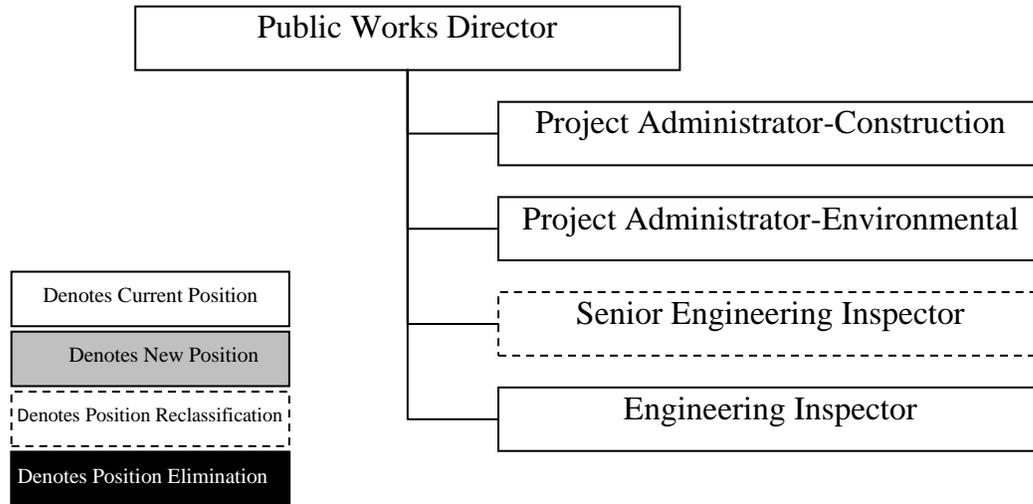
PW-Traffic Operations

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 122,253	\$ 120,255	\$ 103,168	\$ 170,300
Overtime	1,114	2,188	1,264	1,700
Other Pay	525	532	807	-
Benefits and Taxes	64,920	63,596	59,537	86,200
Total Personal Service Costs	188,812	186,571	164,776	258,200
Operating Expenditures	313,769	298,038	279,558	319,900
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	26,000	26,000	26,000	26,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	499,205	56,691	326,482	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 1,027,786	\$ 567,300	\$ 796,816	\$ 604,100
Staffing:				
Full-Time	5	5	6	6
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ -	\$ 1,200	\$ 800
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	46,080	47,496	45,000	45,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	7	11	16	100
5241 - Communications and Freight Services	-	-	-	-
5243 - Utility Services	193,871	176,071	165,077	184,700
5244 - Rentals and Leases	-	-	167	500
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	3,038	4,906	2,000	4,000
5247 - Printing and Binding	-	-	-	-
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	-	-	-
5251 - Office Supplies	-	-	-	-
5252 - Operating Supplies	33,086	30,772	22,871	29,000
5253 - Road Materials & Supplies	37,567	38,152	43,000	43,000
5254 - Publications, Memberships & Training	120	630	227	600
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	12,200
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 313,769	\$ 298,038	\$ 279,558	\$ 319,900

PUBLIC WORKS DEPARTMENT

ENGINEERING DIVISION



ENGINEERING DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Assistant Public Works Director	1	1	1	-	-	-	25
Deputy Public Works Director	-	-	-	1	-	1	23
Project Admin.-Construction	1	1	1	1	-	1	13
Project Admin.-Environmental	1	1	1	1	-	1	13
Senrio Engineering Inspector	-	-	-	-	1	1	8
Engineering Inspector	2	2	2	2	(1)	1	7
TOTAL	5	5	5	5	-	5	

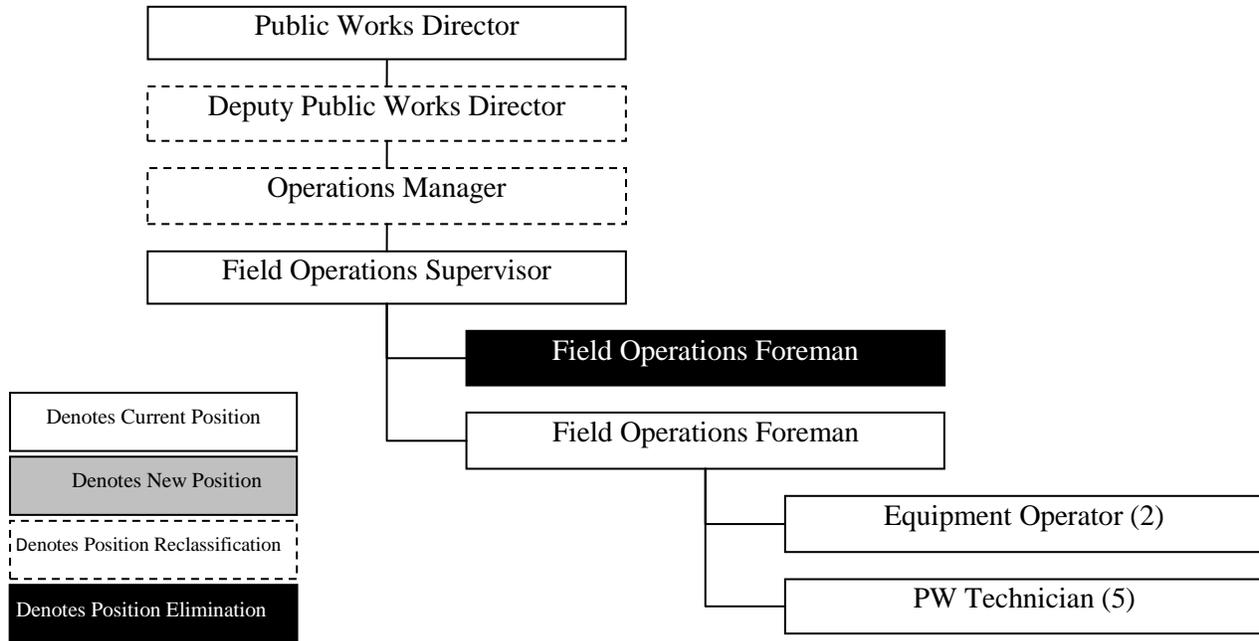
Functional Duties: The Engineering Division performs complex professional, analytical work providing office and field engineering support in plan review, project construction and field engineering support for environmental, water, wastewater, stormwater, roads and drainage and other projects ensuring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

PW-Engineering

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 76,573	\$ 71,899	\$ 74,707	\$ 71,200
Overtime	-	-	-	400
Other Pay	-	-	-	-
Benefits and Taxes	26,397	23,820	24,323	26,500
Total Personal Service Costs	102,970	95,719	99,030	98,100
Operating Expenditures	13,536	12,876	14,797	18,800
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 116,506	\$ 108,595	\$ 113,827	\$ 116,900
Staffing:				
Full-Time	5	5	5	5
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ -	\$ -	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	-	-	-	-
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	144	-	361	500
5241 - Communications and Freight Services	806	923	760	1,100
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	-	-	-	-
5251 - Office Supplies	258	-	13	-
5252 - Operating Supplies	11,037	10,996	12,464	13,500
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	1,291	957	1,199	1,000
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	2,700
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 13,536	\$ 12,876	\$ 14,797	\$ 18,800

**PUBLIC WORKS DEPARTMENT
FIELD OPERATIONS DIVISION**



FIELD OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Operations Manager	-	-	-	1	-	1	19
Field Operations Manager	1	1	1	-	-	-	18
Field Operations Supervisor	1	1	1	1	-	1	13
Field Operations Foreman	2	2	2	1	-	1	9
Equipment Operator	2	2	2	2	-	2	6
Public Works Technician	5	5	5	5	-	5	4
	11	11	11	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.

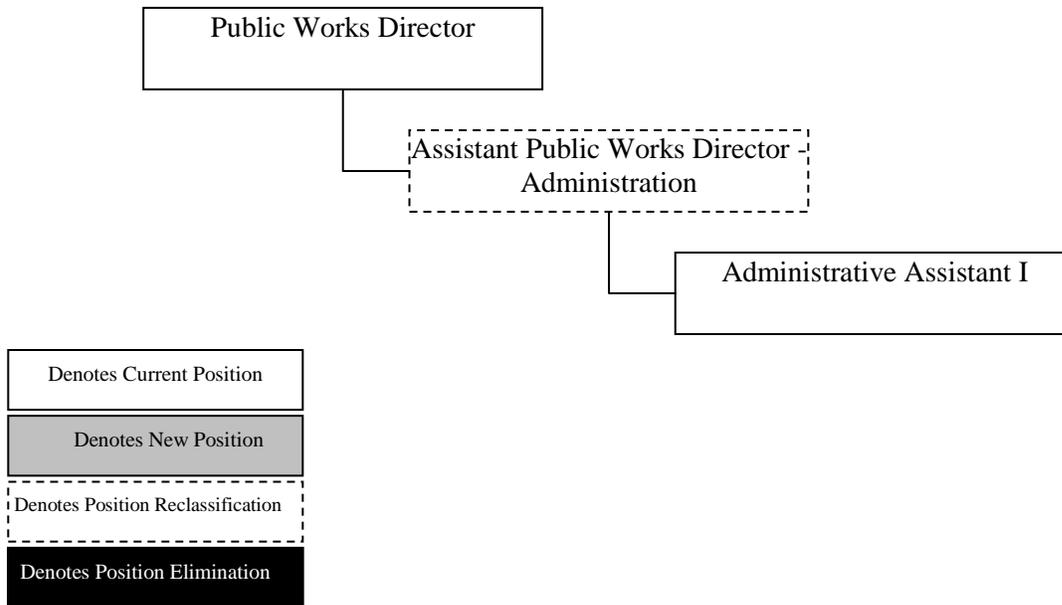
PW-Field Operations

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 315,176	\$ 324,457	\$ 320,848	\$ 315,400
Overtime	6,493	6,532	4,008	9,200
Other Pay	2,314	2,308	2,576	3,700
Benefits and Taxes	146,764	145,738	144,664	165,700
Total Personal Service Costs	470,747	479,035	472,096	494,000
Operating Expenditures	200,543	166,982	191,406	262,600
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	273,000	273,000	273,000	273,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 944,290	\$ 919,017	\$ 936,502	\$ 1,029,600
Staffing:				
Full-Time	11	11	10	10
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 505	\$ 225	\$ 333	\$ 1,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	47,199	5,548	4,417	7,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	53	34	-	-
5241 - Communications and Freight Services	871	1,002	1,165	1,400
5243 - Utility Services	36,465	51,342	65,000	60,000
5244 - Rentals and Leases	-	331	1,217	1,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	-	-	698	1,000
5247 - Printing and Binding	-	-	-	-
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	6,955	10,315	7,756	10,000
5251 - Office Supplies	-	-	-	-
5252 - Operating Supplies	79,064	75,948	69,769	75,000
5253 - Road Materials & Supplies	29,431	21,922	39,200	35,000
5254 - Publications, Memberships & Training	-	315	1,851	900
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	70,300
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 200,543	\$ 166,982	\$ 191,406	\$ 262,600

PUBLIC WORKS DEPARTMENT

ADMINISTRATION DIVISION



ADMINISTRATION DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						
Position Title	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	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.

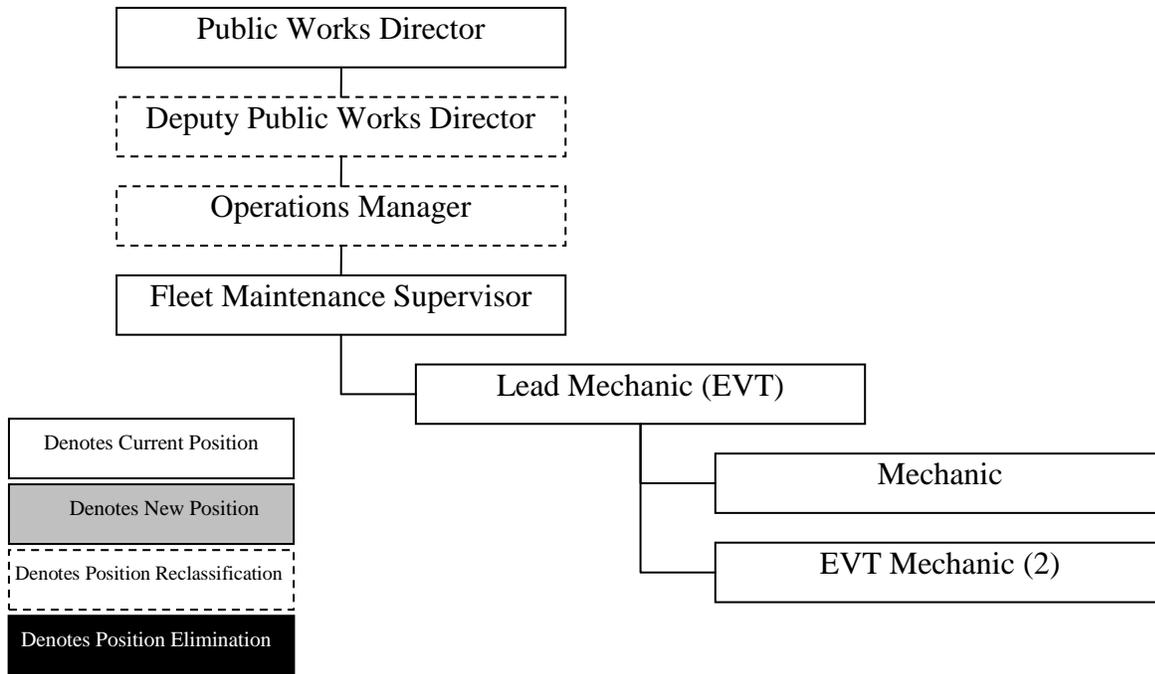
PW-Administration

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 83,327	\$ 84,791	\$ 88,493	\$ 93,400
Overtime	753	512	248	700
Other Pay	-	-	-	-
Benefits and Taxes	29,555	26,295	27,086	35,100
Total Personal Service Costs	113,635	111,598	115,827	129,200
Operating Expenditures	78,606	83,877	98,645	94,600
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 192,241	\$ 195,475	\$ 214,472	\$ 223,800
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	-	-	2,139	2,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	-
5241 - Communications and Freight Services	350	300	338	300
5243 - Utility Services	11,178	13,179	12,428	15,000
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	2,823	4,572	9,572	9,300
5247 - Printing and Binding	64	73	67	200
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	-	-	-
5251 - Office Supplies	905	2,317	1,842	2,500
5252 - Operating Supplies	2,712	2,971	3,859	5,100
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	-	-	-	-
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	60,574	60,465	68,400	60,200
9904 - Fleet Maintenance - Allocated Costs	-	-	-	-
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 78,606	\$ 83,877	\$ 98,645	\$ 94,600

PUBLIC WORKS DEPARTMENT

FLEET MAINTENANCE DIVISION



FLEET MAINTENANCE DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Fleet Maintenance Supervisor	-	-	1	1	-	1	13
Lead Mechanic	1	1	1	1	-	1	11
EVT Mechanic	1	2	1	1	1	2	10
Mechanic	2	1	2	2	(1)	1	9
TOTAL	4	4	5	5	-	5	

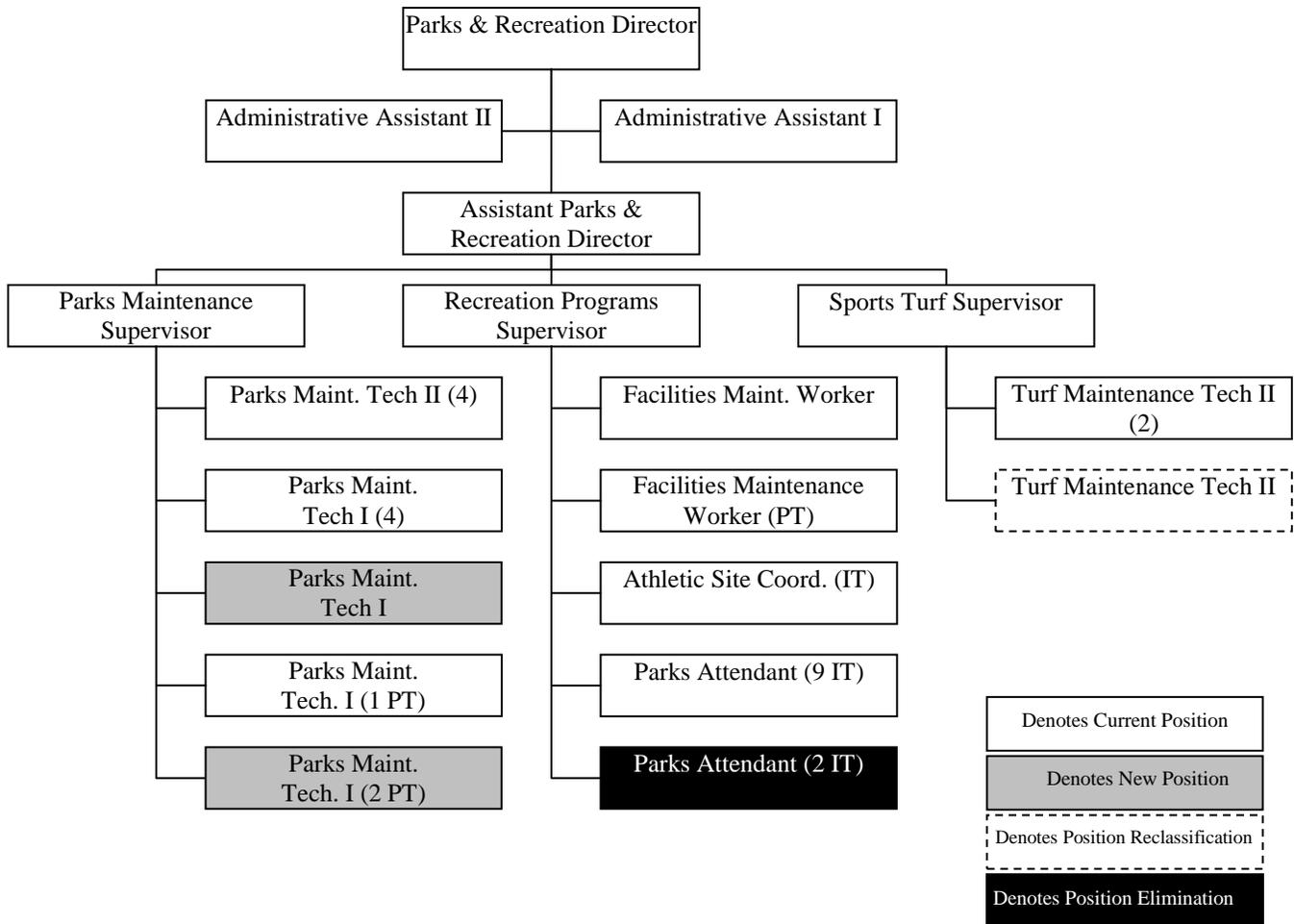
Functional Duties: The Fleet Maintenance Division provides routine maintenance and emergency repairs to all City vehicles and equipment. The Maintenance Division assists with the purchase and acquisition of new vehicles as well as the disposal of equipment and vehicles no longer cost effective.

PW-Fleet Maintenance

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 142,741	\$ 147,691	\$ 176,673	\$ 195,700
Overtime	1,582	2,889	2,048	10,000
Other Pay	3,584	3,640	3,184	3,700
Benefits and Taxes	65,209	64,194	76,205	87,400
Total Personal Service Costs	213,116	218,414	258,110	296,800
Operating Expenditures	37,286	61,036	42,660	(88,500)
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	47,000	47,000	47,000	47,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 297,402	\$ 326,450	\$ 347,770	\$ 255,300
Staffing:				
Full-Time	4	4	5	5
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ -	\$ -	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	1,966	830	1,395	2,500
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	819	641	543	500
5241 - Communications and Freight Services	430	408	472	600
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	1,607	1,830	1,901	1,800
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	197,060	216,100	193,462	393,000
5247 - Printing and Binding	-	-	-	-
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	-	-	-
5251 - Office Supplies	6	-	-	-
5252 - Operating Supplies	9,480	7,404	11,902	12,500
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	1,050	625	788	1,900
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	(175,132)	(166,802)	(167,803)	(501,300)
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 37,286	\$ 61,036	\$ 42,660	\$ (88,500)

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	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	Pay Grade
Parks & Recreation Director	1	1	1	1	-	1	EBB
Assist. Parks & Rec. Director	1	1	1	1	-	1	19
Sports Turf Supervisor	1	1	1	1	-	1	13
Parks Maintenance Supervisor	1	1	1	1	-	1	13
Recreation Programs Supervisor	1	1	1	1	-	1	12
Administrative Assistant II	1	1	1	1	-	1	8
Administrative Assistant I	1	1	1	1	-	1	6
Turf Maintenance Tech II	2	2	2	3	-	3	4
Parks Maint. Tech II	4	4	4	4	-	4	4
Turf Maintenance Tech I	1	1	1	-	-	-	2
Parks Maint. Tech. I	4	4	4	4	1	5	2
Parks Maint. Tech. I (PT)	1	1	1	1	-	1	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	1	-	1	2
Parks Attendant I (PT)	-	-	-	-	2	2	1
Parks Attendant I (IT)	12	9	9	9	(2)	7	1
TOTAL	33	31	31	31	1	32	

**PARKS AND RECREATION DEPARTMENT
GOALS, OBJECTIVES & PERFORMANCE MEASURES**

Key Objectives:

- Build internal partnerships with the 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 programming 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, 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.

Performance Measures:

- Agreements and contracts currently underway.
- Increase eye-appeal and cleanliness of department maintained facilities.
- Identify financial and programmatic partners to offset expenses department-wide.
- Advisory and sub-committees monthly meetings.
- Grant Applications

Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
48	42	40
5	5	8
3	3	3
30	29	29
2	2	4

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 our continued effort in achieving our goal, the City of Deltona has continued to make recreation programs an important component for the citizens. In FY 12/13, we were able to renovate several facilities which were in need of enhancement to serve the citizens of Deltona of all ages. Additionally, we have an extensive wish list of projects/enhancements that we would like to continue pursuing.

Recreation enhancements during FY 12/13 year included:

- Continue to provide “Concerts at the Amphitheater” – Relocating this popular community program to the Deltona Amphitheater while continuing to offer a series of concerts offering a vast array of entertainers, increasing from eight to nine concerts per year.

PARKS AND RECREATION DEPARTMENT

DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)

- Easter Eggstravaganza” event with over 3,200 community children in attendance.
- Halloween “Spooktacular” community event continues to grow each year with over 10,000 in attendance.
- Wags & Whiskers Pet Festival has increased in popularity with over 209 dogs and 19 cats at the Keysville Dog Park.
- Partnered with several not-for-profit organizations providing logistical support in hosting community events at Dewey Boster, offering a cultural environment in the Deltona community.
- For the second year the Community Expo and our annual Ability Fair continue to outpace our City Hall events.
- Hosted several major soccer tournaments and continued our relationship with the Seminole Soccer Association with a record number of soccer teams participating at Dewey Boster Soccer Complex on Memorial Day weekend. Continuing to promote sports tourism and economic development.
- Provided hosting opportunities for the Philadelphia Union Major League Soccer Team Spring Training.
- Major League Soccer (MLS) Exhibition game Philadelphia Union vs DC United @ Dewey Boster.

During FY 12/13 we were able to continue to provide our very successful Adult/Youth Athletic Leagues. Additionally, we partnered with several youth not-for-profit sports organization to provide opportunities for our citizenry to participate in T-ball, little league baseball, softball, soccer, flag and tackle football and basketball.

Receiving community feedback is very essential to the success of the Parks & Recreation Department and the City of Deltona. Our 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 (7 members) meeting on the 2nd Monday of every month in City Hall at 7:00 pm. Minutes of our meetings can be located on our Parks and Recreation Department website. Finally, residents are also able to email us as we have several community feedback questions identified on the City’s website.

Completed Park Projects for FY 12/13

Harris Saxon Park: Continued to upgrade the landscaping, increase the exterior lighting, completed the resurfacing of a new basketball court.

Wes Crile Park: Replaced the parking lot lighting with LED, building exterior lighting, interior LED basketball court lighting, hallway and meeting room lighting; painted the interior hallway, meeting room and restrooms.

PARKS AND RECREATION DEPARTMENT**DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)****Completed Park Projects for FY 12/13 – Continued**

Community Center: Replaced the main hall interior lighting with LED lighting, added new ceiling tiles, painted the main hall and entry/hallway.

Tom Hoffman Park: Replaced the parking lot lighting and walking trail with LED lighting.

Lake Butler Skate Park: Replaced the parking lot lighting with LED lighting.

Vann Park: Replaced the roofing for 6 of the 8 dugouts of the youth baseball fields.

Dwight Hawkins Park: Resurfaced the basketball courts.

Firefighters Park: Resurfaced the basketball courts.

Thornby Park: Continue to develop the Thornby Loop/trail and partnering with Volusia County.

Park Projects Scheduled for FY 13/14

Dewey Boster: Upgrade video cameras.

Keyssville Dog Park: Resurface the basketball court.

Lake Butler Skate Park: Resurface the basketball court.

Timber Ridge Park: Resurface the basketball court.

Dwight Hawkins Park: Install aluminum perimeter Park fencing. Upgrade/install new playground and swings. Construct additional parking.

Wes Crile Park: Install aluminum perimeter Park fencing. Resurface the splash pad. Upgrade video cameras.

Manny Rodriquez Park: Install a new playground.

Veteran's Museum Memorial Park: Install video cameras.

Parks & Recreation

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 803,637	\$ 818,575	\$ 816,779	\$ 936,800
Overtime	20,883	21,092	16,662	28,000
Other Pay	6,881	6,946	7,037	7,300
Benefits and Taxes	309,392	307,677	311,505	373,900
Total Personal Service Costs	1,140,793	1,154,290	1,151,983	1,346,000
Operating Expenditures	801,484	887,437	772,899	941,900
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	110,000	110,000	110,000	110,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$2,052,277	\$2,151,727	\$2,034,882	\$2,397,900
Staffing:				
Full-Time	19	19	19	20
Part-Time	14	12	12	12
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 2,217	\$ 8,086	\$ -	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	16,571	6,483	12,814	15,800
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	43	330	33	200
5241 - Communications and Freight Services	3,212	3,443	2,891	3,400
5243 - Utility Services	140,748	258,240	220,055	219,000
5244 - Rentals and Leases	10,646	2,851	413	1,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	130,607	141,979	110,122	120,500
5247 - Printing and Binding	36	9	-	-
5248 - Promotional Activities	1,729	118	200	120,400
5249 - Other Current Charges	76,761	55,608	58,388	50,400
5251 - Office Supplies	4,009	3,486	2,640	4,300
5252 - Operating Supplies	277,602	256,019	207,055	240,600
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	1,063	2,170	1,288	2,900
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	136,240	148,615	157,000	124,900
9904 - Fleet Maintenance - Allocated Costs	-	-	-	38,500
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 801,484	\$ 887,437	\$ 772,899	\$ 941,900

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SPECIAL REVENUE FUNDS SUMMARY

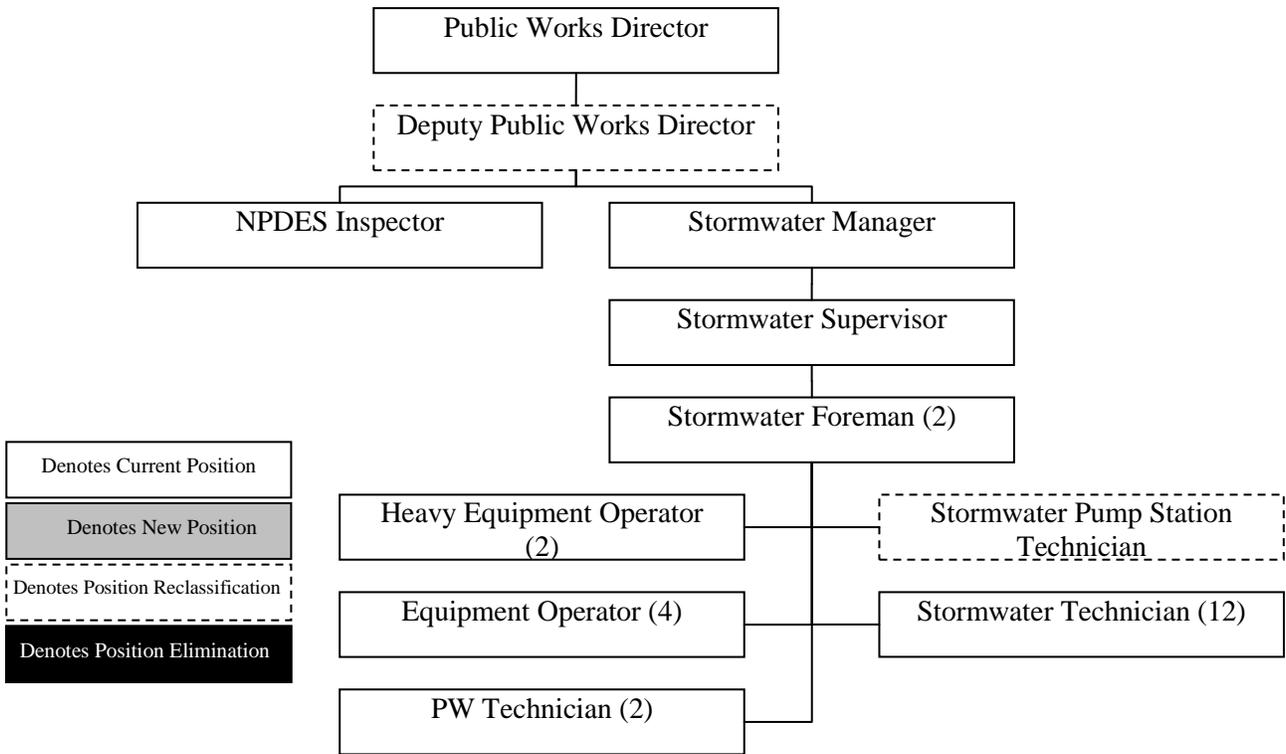
	<u>Stormwater Utility</u>	<u>Solid Waste Management</u>	<u>Fire/Rescue Impact Fees</u>	<u>SHIP Grant</u>	<u>CDBG Grant</u>	<u>Streetlighting Districts</u>
SOURCES						
Intergovernmental Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assessments	2,961,000	5,793,000	-	-	-	159,422
Impact Fees	-	-	3,210	-	-	-
Other Fees	-	-	-	-	-	-
Grant Funding	29,172	-	-	135,350	453,929	-
Miscellaneous Revenue	500	-	-	-	-	-
Interest Income	3,700	2,500	100	1,000	-	200
<i>Total Revenues:</i>	<u>2,994,372</u>	<u>5,795,500</u>	<u>3,310</u>	<u>136,350</u>	<u>453,929</u>	<u>159,622</u>
Transfers In	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-
Total Revenues, Debt Proceeds, and Transfers In	2,994,372	5,795,500	3,310	136,350	453,929	159,622
Fund Balance Carryforward	3,365,487	730,961	12,047	44,047	178,195	8,909
<i>Total Sources:</i>	<u>\$ 6,359,859</u>	<u>\$ 6,526,461</u>	<u>\$ 15,357</u>	<u>\$ 180,397</u>	<u>\$ 632,124</u>	<u>\$ 168,531</u>
USES						
Public Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Physical Environment	2,151,400	5,589,800	-	-	-	-
Transportation	-	-	-	-	-	136,200
Economic Environment	-	-	-	105,066	264,124	-
Culture/Recreation	-	-	-	-	-	-
Debt Service:						
Principal	239,230	-	-	-	-	-
Interest	286,770	-	-	-	-	-
Capital Outlay	2,157,400	-	-	-	368,000	-
<i>Total Expenditures:</i>	<u>4,834,800</u>	<u>5,589,800</u>	<u>-</u>	<u>105,066</u>	<u>632,124</u>	<u>136,200</u>
Transfers Out	-	-	-	-	-	23,000
Total Expenditures and Transfers Out	4,834,800	5,589,800	-	105,066	632,124	159,200
Ending Fund Balance	1,525,059	936,661	15,357	75,331	-	9,331
<i>Total Uses:</i>	<u>\$ 6,359,859</u>	<u>\$ 6,526,461</u>	<u>\$ 15,357</u>	<u>\$ 180,397</u>	<u>\$ 632,124</u>	<u>\$ 168,531</u>

Note 1: Includes NSP 1 and NSP 3

Special Revenue Funds

<u>Park Impact Fees</u>	<u>Transportation</u>	<u>Tree Replacement Fees</u>	<u>Environmental Improvement Trust</u>	<u>Law Enforcement Impact Fees</u>	<u>NSP Grants (Note 1)</u>	<u>Transportation Impact Fees</u>	<u>Misc. Grants</u>	<u>Total</u>
\$ -	\$ 2,075,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,075,000
-	-	-	-	-	-	-	-	8,913,422
23,340	-	-	-	1,740	-	175,000	-	203,290
-	-	2,500	1,000	-	950,000	-	-	953,500
-	-	-	-	-	1,662,975	-	104,500	2,385,926
-	10,000	-	-	-	-	-	-	10,500
420	-	1,600	100	100	-	-	-	9,720
23,760	2,085,000	4,100	1,100	1,840	2,612,975	175,000	104,500	14,551,358
-	175,000	-	-	-	-	-	-	175,000
-	-	-	-	-	-	-	-	-
23,760	2,260,000	4,100	1,100	1,840	2,612,975	175,000	104,500	14,726,358
93,912	4,171,350	475,056	40,613	14,385	-	-	2,978	9,137,940
<u>\$ 117,672</u>	<u>\$ 6,431,350</u>	<u>\$ 479,156</u>	<u>\$ 41,713</u>	<u>\$ 16,225</u>	<u>\$ 2,612,975</u>	<u>\$ 175,000</u>	<u>\$ 107,478</u>	<u>\$ 23,864,298</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	150,000	-	-	-	-	104,500	7,995,700
-	107,200	-	-	-	-	-	-	243,400
-	-	-	-	-	2,612,975	-	-	2,982,165
-	-	-	-	-	-	-	-	-
-	795,000	-	-	-	-	-	-	1,034,230
-	661,575	-	-	-	-	-	-	948,345
-	2,825,000	-	-	-	-	-	-	5,350,400
-	4,388,775	150,000	-	-	2,612,975	-	104,500	18,554,240
-	-	-	-	-	-	175,000	-	198,000
-	4,388,775	150,000	-	-	2,612,975	175,000	104,500	18,752,240
117,672	2,042,575	329,156	41,713	16,225	-	-	2,978	5,112,058
<u>\$ 117,672</u>	<u>\$ 6,431,350</u>	<u>\$ 479,156</u>	<u>\$ 41,713</u>	<u>\$ 16,225</u>	<u>\$ 2,612,975</u>	<u>\$ 175,000</u>	<u>\$ 107,478</u>	<u>\$ 23,864,298</u>

**PUBLIC WORKS DEPARTMENT
STORMWATER UTILITY**



STORMWATER UTILITY FUND							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Stormwater Manager	1	1	1	1	-	1	18
Stormwater Supervisor	1	1	1	1	-	1	13
NPDES Inspector	1	1	1	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	7
Equipment Operator-Swales	4	4	4	4	-	4	6
Stormwater Technician	13	13	13	13	(1)	12	5
Public Works Technician	2	2	2	2	-	2	4
TOTAL	26	26	26	26	-	26	

**PUBLIC WORKS DEPARTMENT
STORMWATER UTILITY**

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 provide quality, innovative, visually appealing and cost efficient maintenance of Stormwater drainage infrastructure and retention areas and to provide the residents of Deltona with customer service and respond to the needs of the community.”*

GOALS, OBJECTIVES & PERFORMANCE MEASURES

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.

Performance Measures:

- Number of annual mowing / litter control cycles.
- Number of lake visits per year for level purposes.
- Provide ditch/swale maintenance service in all City sectors on a 13 week rotation.
- Clean and remove obstructive vegetation from open ditches.
- Coordinate construction projects with Volusia County for CDBG and other grant funded projects.
- Hold community meetings to seek participation in Adopt a Pond, Adopt a Lake and provide awareness.

Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
10/8	10/8	10/8
52	52	52
4 times per year	4 times per year	4 times per year
50 locations	50 locations	50 locations
\$1,249,707	\$230,000	\$230,000
2	2	2

**STORMWATER UTILITY FUND
SOURCES & USES**

The Stormwater Utility Fund accounts for the fiscal activity relating to the fees for stormwater utility operation and capital activities. The annual assessment rate is \$76.11 per ERU (Equivalent Residential Unit). 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 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Stormwater Assessments	\$ 2,931,142	\$ 2,918,666	\$ 2,972,500	\$ 2,961,000
Grant Funding	323,034	1,042,163	161,861	29,172
Interest Income	11,912	2,032	15,500	3,700
Miscellaneous Income	16,222	13,150	1,750	500
<i>Total Revenues:</i>	<u>3,282,310</u>	<u>3,976,011</u>	<u>3,151,611</u>	<u>2,994,372</u>
Transfers In	-	-	-	-
Debt Proceeds	-	-	-	-
Total Revenues, Debt proceeds, and Transfers In	<u>3,282,310</u>	<u>3,976,011</u>	<u>3,151,611</u>	<u>2,994,372</u>
Fund Balance Carryforward	7,353,559	5,786,041	4,430,585	3,365,487
<i>Total Sources:</i>	<u><u>\$ 10,635,869</u></u>	<u><u>\$ 9,762,052</u></u>	<u><u>\$ 7,582,196</u></u>	<u><u>\$ 6,359,859</u></u>
Personal Services	\$ 1,138,648	\$ 1,166,412	\$ 1,193,000	\$ 1,259,200
Operating Expenses	798,338	746,886	763,214	892,200
Debt Service:				
Principal	205,839	216,417	227,538	239,230
Interest	319,316	309,003	298,162	286,770
Capital Outlay	<u>2,387,687</u>	<u>2,892,749</u>	<u>1,734,795</u>	<u>2,157,400</u>
<i>Total Expenditures:</i>	<u>4,849,828</u>	<u>5,331,467</u>	<u>4,216,709</u>	<u>4,834,800</u>
Ending Fund Balance	<u>5,786,041</u>	<u>4,430,585</u>	<u>3,365,487</u>	<u>1,525,059</u>
<i>Total Uses:</i>	<u><u>\$ 10,635,869</u></u>	<u><u>\$ 9,762,052</u></u>	<u><u>\$ 7,582,196</u></u>	<u><u>\$ 6,359,859</u></u>

Stormwater Utility Fund

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 738,733	\$ 774,330	\$ 778,382	\$ 820,400
Overtime	28,757	25,782	51,231	30,500
Other Pay	4,469	4,510	4,441	3,700
Benefits and Taxes	366,689	361,790	358,946	404,600
Total Personal Service Costs	1,138,648	1,166,412	1,193,000	1,259,200
Operating Expenditures	798,338	746,886	763,214	892,200
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	2,387,687	2,892,749	1,734,795	2,157,400
Debt Service	525,155	525,420	525,700	525,700
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	4,849,828	5,331,467	4,216,709	4,834,500
Staffing:				
Full-Time	26	26	26	26
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 15,496	\$ 11,337	\$ 8,500	\$ 65,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	59,143	54,530	68,000	80,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	34	34	204	-
5241 - Communications and Freight Services	1,083	753	725	1,200
5243 - Utility Services	3,549	7,838	9,000	13,000
5244 - Rentals and Leases	2,388	3,566	3,000	5,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	174,581	222,091	227,000	143,800
5247 - Printing and Binding	-	-	300	1,000
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	209,148	208,054	208,600	213,000
5251 - Office Supplies	18	485	600	1,500
5252 - Operating Supplies	185,266	176,716	176,100	178,000
5253 - Road Materials & Supplies	132,031	45,393	45,700	52,500
5254 - Publications, Memberships & Training	300	2,150	15,485	6,500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - Aid To Private Organizations	15,301	13,939	-	11,200
9904 - Fleet Maintenance - Allocated Costs	-	-	-	120,500
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 798,338	\$ 746,886	\$ 763,214	\$ 892,200

**STORMWATER UTILITY FUND
CAPITAL OUTLAY BUDGET DETAIL**

	<u>Capital Budget</u>
<u>Vehicles & Equipment:</u>	
Aebi Terratrac TT210 Machine	\$ 129,500
	<u>129,500</u>
<u>Projects:</u>	
Armadillo Dr. / Fitzpatrick Ter. Drainage Improvements	14,200
Blackburn / Eldridge Drainage Improvements	135,000
Bonview Ave. / Merchant Ter. Drainage Improvements	25,000
Brickell Drive Drainage Improvements	25,000
Cardinal St. (2902 / 2912) Drainage Improvements	5,600
Courtland / Haulover Drainage Improvements	150,000
Courtland / Skate Park Drainage Improvements	165,000
Drainage Pipe Rehab	200,000
Keysville Ave. (2620) Drainage Improvements	13,700
Leland Pump Station	25,000
Lyric / O'Bannion / Peak Drainage Improvements	9,400
Monica Court (1506) Drainage Improvements	7,000
Pine Bluff Ave. Street Drainage Improvements	20,000
Stanton / Worthington Phase II Drainage Improvements	18,600
Stormwater Master Force Main	350,000
Stormwater Master Regional System	800,000
Summit Hill Drive (1434) Drainage Improvements	8,100
Swanson & Santa Clara Intersection Drainage Improvement	12,200
Tipton Dr. Improvements - Gravity System	25,000
Vaughn & Tansboro Drainage Improvements	14,000
Walton Ave (1401) Drainage Improvements	5,100
	<u>2,027,900</u>
	<u>\$ 2,157,400</u>

Stormwater Capital Equipment – Budget FY 13/14

Aebi Terratrak TT210 Machine

FY 13/14: \$129,500

This unit will allow the Stormwater Division to mow steep slopes safely in all of the City's drainage retention ponds. The machine comes equipped with two additional attachments that will allow mowing of any type of vegetation. The current Aebi Terratrak TT95 has reached the end of its service life and will be traded in toward the purchase of the replacement Aebi Terratrak TT210 machine.

Stormwater Capital Projects – Budget FY 13/14

Armadillo Drive / Fitzpatrick Terrace Drainage Improvements

FY 13/14: \$14,200

The roadway in this area floods during and after storm events. The standing flood waters severely impact travel in the area, including the ability of emergency vehicles to travel safely through the area. Improvements are needed to reduce the flooding in this area. The scope of this project consists of the installation of roughly 600' of HDPE pipe and associated structures needed to improve the area. The existing swales in the area will also be reshaped to better the flow of stormwater.

Blackburn / Eldridge Drainage Improvements

FY 13/14: \$135,000

During FY 13/14 the engineered and permitted drainage improvements will be constructed. The budget includes the CEI (construction engineering inspection) services along with the cost of construction for the project. The improved system should help reduce the flooding and manage the current stormwater in the area.

Bonview Ave. / Merchant Terrace Drainage Improvements

FY 13/14: \$25,000

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

Brickell Drive Drainage Improvements

FY 13/14: \$25,000

This project will assist in reducing the TMDL levels while improving the lake quality of Lake Monroe. This project will treat the stormwater prior to it being discharged into downstream waters. Grant money may be a possibility for this project.

Cardinal St. (2902 / 2912) Drainage Improv.

FY 13/14: \$5,600

The roadway in this area floods during and after storm events. The standing flood waters severely impact travel in the area, including the ability of emergency vehicles to travel safely through the area. Improvements are needed in this area as the current infrastructure is old and failing. The scope of this project consists of replacing a large portion of the old system with HDPE piping which is better suited for the area.

Stormwater Utility Fund

Courtland / Haulover Drainage Improvements **FY 13/14: \$150,000**

During FY 13/14 the engineered and permitted drainage improvements will be constructed. The budget includes the CEI (construction engineering inspection) services along with the cost of construction for the project. The improved system should help reduce the flooding and manage the current stormwater in the area.

Courtland / Skate Park Drainage Improv. **FY 13/14: \$165,000**

During FY 13/14 the engineered and permitted drainage improvements will be constructed, which includes stormwater pipe & material installation, swale reconfiguration and roadway restoration. The budget includes the CEI (construction engineering inspection) services in addition to the cost of construction for the project. The improved system should help reduce the flooding and manage the current stormwater in the area of the Skate Park entrance along Courtland Boulevard.

Drainage Pipe Rehab **FY 13/14: \$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. If we do not address these failures, there could be severe consequences when the rainy season begins.

Keyville Ave. (2620) Drainage Improvements **FY 13/14: \$13,700**

The roadway in this area floods during and after storm events. The standing flood waters severely impact travel in the area, including the ability of emergency vehicles to travel safely through the area. Improvements are needed to reduce the flooding in this area. The scope of this project consists of the installation of roughly 440' of HDPE pipe and associated structures needed to improve the area. The existing swales in the area will also be reshaped to better the flow of stormwater.

Leland Pump Station **FY 13/14: \$25,000**

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 in this area after major storm events. This project would help to eliminate these costs as well as provide a higher level of protection for the area residents.

Stormwater Utility Fund

Lyric / O'Bannion / Peak Drainage Impr. FY 13/14: \$9,400

The roadway in this area floods during and after storm events. The standing flood waters severely impact travel in the area, including the ability of emergency vehicles to travel safely through the area. Improvements are needed in this area as the current infrastructure is old and failing. The scope of this project consists of replacing a large portion of the old system with HDPE piping which is better suited for the area.

Monica Court (1506) Drainage Improvements FY 13/14: \$7,000

The roadway in this area floods during and after storm events. The standing flood waters severely impact travel in the area, including the ability of emergency vehicles to travel safely through the area. Improvements are needed to reduce the flooding in this area. The scope of this project consists of the installation of roughly 140' of HDPE pipe and associated structures needed to improve the area. The existing swales in the area will also be reshaped to better the flow of stormwater.

Pine Bluff Ave. Street Drainage Improv. FY 13/14: \$20,000

During storm events the existing stormwater system on Pine Bluff Avenue is inadequate to disperse the water; often leaving the neighborhood with standing water. The City has concluded that an enhanced system of new piping and stormwater inlets will help mitigate the problem. This phase of the project will include the engineering, design and permitting of the project.

Stanton / Worthington Phase II Drainage Improvements FY 13/14: \$18,600

The roadway in this area floods during and after storm events. The standing flood waters severely impact travel in the area, including the ability of emergency vehicles to travel safely through the area. Improvements are needed to reduce the flooding in this area. The scope of this project consists of the installation of roughly 940' of HDPE pipe and associated structures needed to improve the area. The existing swales in the area will also be reshaped to better the flow of stormwater.

Stormwater Master Force Main FY 13/14: \$350,000

This new stormwater force main will connect the Tivoli / Wheeling pump station and pond with the new Master Regional Stormwater pond system. In doing so, this will relieve the Tivoli area and assist with preventing future flooding to the area.

Stormwater Master Regional System FY 13/14: \$800,000

This system will serve as a multi-function system allowing for storage of stormwater for the 122 acre site and also serve as a means for augmenting effluent water.

Summit Hill Dr. (1434) Drainage Improv. FY 13/14: \$8,100

The roadway in this area floods during and after storm events. The standing flood waters severely impact travel in the area, including the ability of emergency vehicles to travel safely through the area. Improvements are needed to reduce the flooding in this area. The scope of this project consists of the installation of roughly 120' of HDPE pipe and associated structures needed to improve the area. The existing swales in the area will also be reshaped to better the flow of stormwater.

**Swanson & Santa Clara Intersection FY 13/14: \$12,200
Drainage Improvements**

The roadway in this area floods during and after storm events. The standing flood waters severely impact travel in the area, including the ability of emergency vehicles to travel safely through the area. Improvements are needed to reduce the flooding in this area. The scope of this project consists of the installation of roughly 500' of HDPE pipe and associated structures needed to improve the area. The existing swales in the area will also be reshaped to better the flow of stormwater.

Tipton Dr. Improvements – Gravity System FY 13/14: \$25,000

The retention pond at Tipton Dr. currently floods the area during and after major storm events. The retention pond cannot keep up with the capacity that is needed by the surrounding area. This project would improve the capacity of this pond and decrease the flooding in the surrounding area. This project would also eliminate the need for emergency pumps as well as the cost of labor and equipment that is needed to set up and maintain emergency pumps. This project is a continuation from FY 12/13.

Vaughn & Tansboro Drainage Improvements FY 13/14: \$14,000

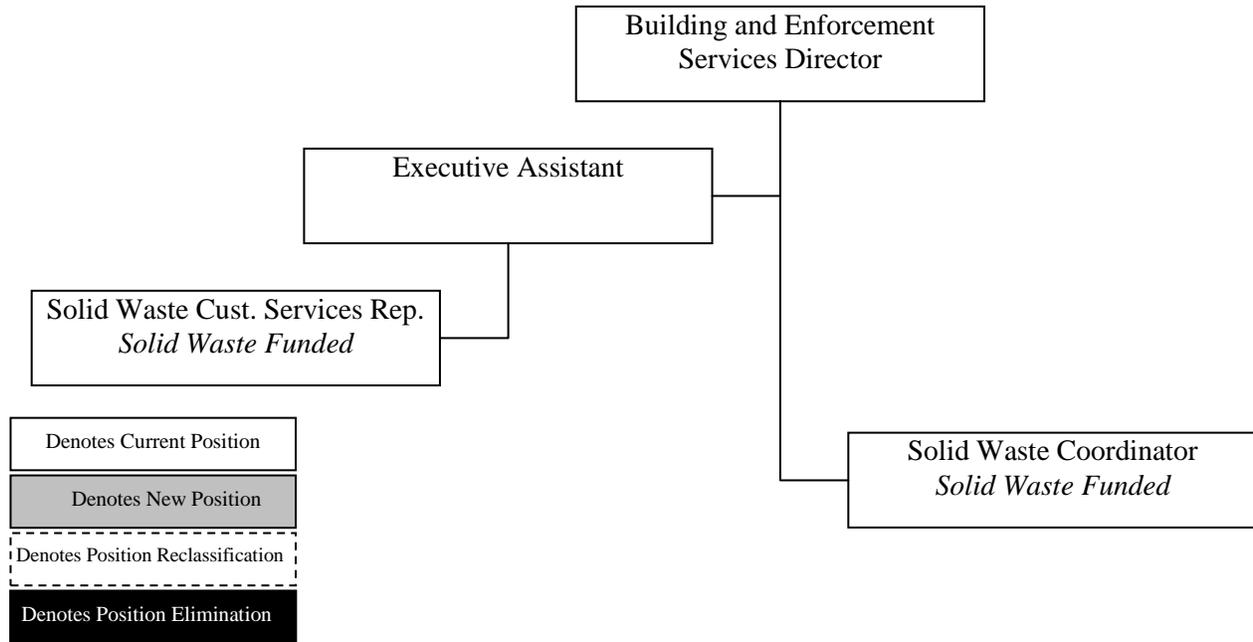
The roadway in this area floods during and after storm events. The standing flood waters severely impact travel in the area, including the ability of emergency vehicles to travel safely through the area. Improvements are needed to reduce the flooding in this area. The scope of this project consists of the installation of roughly 370' of HDPE pipe and associated structures needed to improve the area. The existing swales in the area will also be reshaped to better the flow of stormwater.

Walton Ave. (1401) Drainage Improvements FY 13/14: \$5,100

The roadway in this area floods during and after storm events. The standing flood waters severely impact travel in the area, including the ability of emergency vehicles to travel safely through the area. Improvements are needed in this area as the current infrastructure is old and failing. The scope of this project consists of replacing a large portion of the old system with HDPE piping which is better suited for the area.

BUILDING AND ENFORCEMENT SERVICES DEPARTMENT

SOLID WASTE DIVISION



SOLID WASTE MANAGEMENT FUND							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
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 is \$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 the 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.

<u>Description</u>	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Residential Assessments	\$ 4,292,893	\$ 4,290,316	\$ 5,779,000	\$ 5,788,000
New Homes	1,310	3,490	7,000	5,000
Recycling Proceeds	-	950	-	-
Interest Income	2,113	8,510	7,000	2,500
<i>Total Revenues:</i>	<u>4,296,316</u>	<u>4,303,266</u>	<u>5,793,000</u>	<u>5,795,500</u>
Transfers In	-	-	-	-
Fund Balance Carryforward	295,146	411,453	501,369	730,961
<i>Total Sources:</i>	<u>\$ 4,591,462</u>	<u>\$ 4,714,719</u>	<u>\$ 6,294,369</u>	<u>\$ 6,526,461</u>
Personal Services	\$ 100,934	\$ 105,283	\$ 108,508	\$ 113,100
Operating Expenses	4,079,075	4,108,067	5,454,900	5,476,700
Capital Outlay	-	-	-	-
<i>Total Expenditures:</i>	<u>4,180,009</u>	<u>4,213,350</u>	<u>5,563,408</u>	<u>5,589,800</u>
Ending Fund Balance	411,453	501,369	730,961	936,661
<i>Total Uses:</i>	<u>\$ 4,591,462</u>	<u>\$ 4,714,719</u>	<u>\$ 6,294,369</u>	<u>\$ 6,526,461</u>

Solid Waste Management Fund

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 72,210	\$ 75,599	\$ 78,140	\$ 80,500
Overtime	68	215	128	800
Other Pay	-	-	-	-
Benefits and Taxes	28,656	29,469	30,240	31,800
Total Personal Service Costs	100,934	105,283	108,508	113,100
Operating Expenditures	4,079,075	4,108,067	5,454,900	5,476,700
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$4,180,009	\$4,213,350	\$5,563,408	\$5,589,800
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	3,976,773	3,986,727	5,349,900	5,373,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	22	500	500
5241 - Communications and Freight Services	600	12,929	600	600
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	-	-	-	-
5247 - Printing and Binding	32	4,491	600	600
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	91,731	91,750	91,800	92,000
5251 - Office Supplies	78	-	-	-
5252 - Operating Supplies	2,977	2,179	2,700	2,700
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	491	548	700	700
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	6,393	9,421	8,100	6,600
9904 - Fleet Maintenance - Allocated Costs	-	-	-	-
5882 - Aid To Private Organizations	-	-	-	-
Total	\$4,079,075	\$4,108,067	\$5,454,900	\$5,476,700

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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.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
Impact Fees - Residential	\$ 1,930	\$ 429	\$ 5,992	\$ 3,210
Impact Fees - Commercial	3,914	5,576	-	-
Interest Income	-	20	30	100
<i>Total Revenues:</i>	<u>5,844</u>	<u>6,025</u>	<u>6,022</u>	<u>3,310</u>
Transfer In	-	-	-	-
Fund Balance Carryforward	-	-	6,025	12,047
<i>Total Sources:</i>	<u>\$ 5,844</u>	<u>\$ 6,025</u>	<u>\$ 12,047</u>	<u>\$ 15,357</u>
Transfers Out	5,844	-	-	-
Ending Fund Balance	-	6,025	12,047	15,357
<i>Total Uses:</i>	<u>\$ 5,844</u>	<u>\$ 6,025</u>	<u>\$ 12,047</u>	<u>\$ 15,357</u>

**STATE HOUSING INITIATIVES PARTNERSHIP FUND (SHIP)
SOURCES & USES**

The State Housing Initiatives Partnership Fund (SHIP) accounts for the fiscal activities of all funds received by the City from its share of the State local housing distribution funds, all funds received or budgeted by the City to provide for the Local Housing Assistance Plan, and all funds generated from local housing assistance plan activities.

Description	Actual	Actual	Estimated	Adopted
	FY 10/11	FY 11/12	Actual FY 12/13	Budget FY 13/14
SHIP Funds-Current Year Program Award	\$ -	\$ 90,989	\$ 33,534	\$ 135,350
SHIP Funds-Prior Year Program Award	673,457	177,666	59,249	44,047
Interest Income	1,630	768	7,724	1,000
<i>Total Revenues:</i>	675,087	269,423	100,507	180,397
Fund Balance Carryforward	-	-	-	-
<i>Total Sources:</i>	<u>\$ 675,087</u>	<u>\$ 269,423</u>	<u>\$ 100,507</u>	<u>\$ 180,397</u>
Operating Expenditures:				
Grant Administration	\$ 41,830	\$ 15,998	\$ 5,714	\$ 4,066
Purchase Assistance Program	208,197	-	-	-
Owner Occupied Rehabilitation Program	187,802	193,801	50,746	100,000
Acquisitions and Rehabilitation Program	-	-	-	-
Homeowner Counseling Program	450	375	-	1,000
Foreclosure Prevention Program	-	-	-	-
Disaster Mitigation/Recovery Program	59,142	-	-	-
Multi-Family Rental	-	-	-	-
Housing Opp Program	-	-	-	-
Ending Fund Balance Carryforward	177,666	59,249	44,047	75,331
<i>Total Uses:</i>	<u>\$ 675,087</u>	<u>\$ 269,423</u>	<u>\$ 100,507</u>	<u>\$ 180,397</u>

SHIP							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY11/12	Budget FY12/13	Adjusted FY12/13	Change FY13/14	FY13/14	
Housing Coordinator	1	1	-	-	-	-	Grant
TOTAL	1	1	-	-	-	-	

**COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG)
SOURCES & USES**

The Community Development Block Grant Fund (CDBG) accounts for the fiscal activities of the CDBG Grant Program operated by the City of Deltona. CDBG funds are Federal funds and must be utilized for specific purposes within areas of the City that are defined by the Federal program guidelines as eligible to receive CDBG funds.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
CDBG Funds-Current Year Program Award	\$ 543,184	\$ 449,996	\$ 441,819	\$ 453,929
CDBG Funds-Prior Year Program Award	349,599	365,826	470,385	178,195
<i>Total Revenues:</i>	892,783	815,822	912,204	632,124
Transfer In	-	-	-	-
<i>Total Sources:</i>	<u>\$ 892,783</u>	<u>\$ 815,822</u>	<u>\$ 912,204</u>	<u>\$ 632,124</u>
 Operating Expenditures:				
Grant Administration	\$ 55,866	\$ 73,116	\$ 88,364	\$ 90,786
Housing Rehabilitation Program	11,838	16,387	217,617	107,338
Infrastructure Improvement Program	312,788	179,790	306,755	223,000
Landscaping - Target Area	-	-	-	-
Public Services	48,660	47,822	66,273	66,000
Economic Development	13,967	-	-	-
Public Facilities	83,838	28,322	55,000	145,000
Ending Fund Balance Carryforward	365,826	470,385	178,195	-
<i>Total Uses:</i>	<u>\$ 526,957</u>	<u>\$ 345,437</u>	<u>\$ 734,009</u>	<u>\$ 632,124</u>

CDBG FUND
CAPITAL OUTLAY BUDGET DETAIL

	<u>Capital Budget</u>
<u>Stormwater Projects:</u>	
Maple Shade St. Drainage Retention Pond	\$ 103,000
Piedmont Drainage Area Swale Improvements	10,000
Danforth Ave. Drainage - Phase 1	10,000
Danforth Ave. Drainage - Phase 2	<u>100,000</u>
	<u>223,000</u>
<u>Parks Projects:</u>	
Dwight Hawkins Park - Perimeter Fence	40,000
Dwight Hawkins Park - Playground	70,000
Replace basketball court @ Lake Butler Skate Park	<u>35,000</u>
	<u>145,000</u>
	<u>\$ 368,000</u>

CDBG Fund Stormwater Capital Projects – Budget FY 13/14

Maple Shade St. Drainage Retention Pond **FY 13/14: \$103,000**

The drainage retention pond next to 3154 Maple Shade Street needs an outfall. During major storm events this pond overflows and floods the streets. This poses a safety hazard for local residents and for the response of emergency services. Improvements are needed to reduce flooding in this area. The construction of this project is a carry-over from FY 12/13.

Piedmont Drainage Area Swale Improvements **FY 13/14: \$10,000**

The swales in the Piedmont drainage area flow too rapidly during storm events and are in need of improvements. This project is being continued from FY 11/12 with completion in FY 13/14.

Danforth Ave. Drainage

Phase I – Eng/Design (C/O from FY 12/13) **FY 13/14: \$10,000**

Phase II – Construction **FY 13/14: \$100,000**

The Danforth Avenue area gets overwhelmed during heavy and prolonged periods of rain. The area needs drainage improvements in order to better serve residents and emergency responders. FY 12/13 included engineering, design and permitting for Phase I of this project. The construction will begin in FY13/14.

CDBG Fund Parks Capital Projects – Budget FY 13/14

Dwight Hawkins – Perimeter Fence **FY 13/14: \$40,000** **Dwight Hawkins Park**

The wooden perimeter fence at Dwight Hawkins was installed over 10 years ago. The wooden posts and boards have excessive dry rot, faded paint and are in need of constant maintenance and repair. Replacement of the wooden fence with an aluminum picket fence would provide better security and enhance the aesthetics of the park.

Dwight Hawkins - Playground **FY 13/14: \$70,000**

The playground at Dwight Hawkins was constructed over 15 years ago and is in need of replacement. The structure is outdated and the maintenance and repair to ensure that the playground equipment stays in compliance is cost prohibitive. Replacement of the playground equipment would reduce the ever increasing liability exposure.

Replace Basketball Court/Lake Butler **FY 13/14: \$35,000** **Skate Park**

The basketball court at Lake Butler Skate Park was constructed over 10 years ago and is in need of replacement. The playing surface is deteriorating, rendering it hazardous to play on. Reconstruction of the basketball court would reduce the ever increasing liability exposure.

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.

<u>Description</u>	<u>Actual</u> <u>FY 10/11</u>	<u>Actual</u> <u>FY 11/12</u>	<u>Estimated</u> <u>Actual</u> <u>FY 12/13</u>	<u>Adopted</u> <u>Budget</u> <u>FY 13/14</u>
Assessments	\$ 124,252	\$ 117,747	\$ 129,600	\$ 159,422
Interest Income	236	198	57	200
<i>Total Revenues:</i>	124,488	117,945	129,657	159,622
Transfer In	-	18,000	5,000	-
Fund Balance Carryforward	28,000	11,321	10,452	8,909
<i>Total Sources:</i>	<u>\$ 152,488</u>	<u>\$ 147,266</u>	<u>\$ 145,109</u>	<u>\$ 168,531</u>
Administration Charge	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Operating Expenditures	132,167	127,814	127,200	127,200
<i>Total Expenditures:</i>	141,167	136,814	136,200	136,200
Transfers Out	-	-	-	23,000
Ending Fund Balance	11,321	10,452	8,909	9,331
<i>Total Uses:</i>	<u>\$ 152,488</u>	<u>\$ 147,266</u>	<u>\$ 145,109</u>	<u>\$ 168,531</u>

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.

<u>Description</u>	<u>Actual</u> <u>FY 10/11</u>	<u>Actual</u> <u>FY 11/12</u>	<u>Estimated</u> <u>Actual</u> <u>FY 12/13</u>	<u>Adopted</u> <u>Budget</u> <u>FY 13/14</u>
Impact Fees - Residential	\$ 14,006	\$ 35,793	\$ 43,568	\$ 23,340
Interest Income	21	149	375	420
<i>Total Revenues:</i>	14,027	35,942	43,943	23,760
Transfer In	-	-	-	-
Fund Balance Carryforward	-	14,027	49,969	93,912
<i>Total Sources:</i>	<u>\$ 14,027</u>	<u>\$ 49,969</u>	<u>\$ 93,912</u>	<u>\$ 117,672</u>
Transfers Out	-	-	-	-
Ending Fund Balance	14,027	49,969	93,912	117,672
<i>Total Uses:</i>	<u>\$ 14,027</u>	<u>\$ 49,969</u>	<u>\$ 93,912</u>	<u>\$ 117,672</u>

**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 and proceeds from the July 12, 2006 bond issue. 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.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
1-6 Cent Gas Tax	\$ 1,184,296	\$ 1,193,809	\$ 1,178,000	\$ 1,190,000
1-5 Cent Gas Tax	880,021	893,979	875,000	885,000
Grant Funding	-	-	-	-
Interest Income	11,580	7,262	7,500	10,000
Miscellaneous Revenue	-	-	66,000	-
<i>Total Revenues:</i>	<u>2,075,897</u>	<u>2,095,050</u>	<u>2,126,500</u>	<u>2,085,000</u>
Transfers In	1,803,141	491,577	200,000	175,000
Bond Proceeds	-	-	-	-
Total Revenues, Bond Proceeds, and Transfers In	3,879,038	2,586,627	2,326,500	2,260,000
Fund Balance Carryforward	<u>8,917,686</u>	<u>9,091,331</u>	<u>5,701,910</u>	<u>4,171,350</u>
<i>Total Sources:</i>	<u>\$ 12,796,724</u>	<u>\$ 11,677,958</u>	<u>\$ 8,028,410</u>	<u>\$ 6,431,350</u>
Personal Services	\$ 107,992	\$ 105,248	\$ 109,881	\$ 87,700
Operating Expenses	240,047	18,500	19,500	19,500
Debt Service:				
Principal	690,000	720,000	760,000	795,000
Interest	768,375	735,576	699,600	661,575
Capital Outlay	<u>1,898,979</u>	<u>4,396,724</u>	<u>2,268,079</u>	<u>2,825,000</u>
Total Expenditures	3,705,393	5,976,048	3,857,060	4,388,775
Ending Fund Balance	<u>9,091,331</u>	<u>5,701,910</u>	<u>4,171,350</u>	<u>2,042,575</u>
<i>Total Uses:</i>	<u>\$ 12,796,724</u>	<u>\$ 11,677,958</u>	<u>\$ 8,028,410</u>	<u>\$ 6,431,350</u>

Transportation Fund

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 77,723	\$ 77,828	\$ 80,834	\$ 62,100
Overtime	162	315	187	400
Other Pay	-	-	-	-
Benefits and Taxes	30,107	27,105	28,860	25,200
Total Personal Service Costs	107,992	105,248	109,881	87,700
Operating Expenditures	240,047	18,500	19,500	19,500
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	1,898,979	4,396,724	2,268,079	2,825,000
Debt Service	1,458,375	1,455,576	1,459,600	1,459,600
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	3,705,393	5,976,048	3,857,060	4,391,800
Staffing:				
Full-Time	-	-	-	-
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 797	\$ 1,250	\$ 2,000	\$ 2,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	250	250	500	500
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	-
5241 - Communications and Freight Services	-	-	-	-
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	239,000	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	\$ 240,047	\$ 18,500	\$ 19,500	\$ 19,500

**TRANSPORTATION FUND
CAPITAL OUTLAY BUDGET DETAIL**

	<u>Capital Budget</u>
Road Resurfacing	<u>\$ 500,000</u>
 <u>Projects:</u>	
Normandy Blvd. Widening - Sec. B (Ft. Smith to Saxon)	1,700,000
Howland Blvd. / Ft. Smith Blvd. Intersection Improvements	<u>625,000</u>
	<u>2,325,000</u>
	<u><u>\$ 2,825,000</u></u>

Transportation Fund Capital Projects – Budget FY 13/14

Road Resurfacing & Striping **FY 13/14: \$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.

Normandy Blvd. (Sec. B-Ft. Smith to Saxon) **FY 13/14: \$1,700,000**

Road Widening

This project is part of the City’s overall road widening plan and has been scheduled for a couple of 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 13/14.

Howland Blvd./Ft. Smith Intersection **FY 13/14: \$625,000**

Improvements

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.

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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 or development of green spaces. On August 16, 2010 a revision to the Tree Fund was adopted. The revision includes an option to pay a fee for not meeting on site tree replacement requirements. Also, collected funds can be used for the "planting and maintenance" of trees along rights-of-ways and on City owned property.

<u>Description</u>	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Fees	\$ 887	\$ 5,748	\$ 2,200	\$ 2,500
Interest Income	1,108	2,748	1,825	1,600
<i>Total Revenues:</i>	1,995	8,496	4,025	4,100
Transfer In	-	-	-	-
Fund Balance Carryforward	504,261	502,754	478,531	475,056
<i>Total Sources:</i>	<u>\$ 506,256</u>	<u>\$ 511,250</u>	<u>\$ 482,556</u>	<u>\$ 479,156</u>
Tree Replacement Expenditures	\$ 3,502	\$ 32,719	\$ 7,500	\$ 150,000
Ending Fund Balance	502,754	478,531	475,056	329,156
<i>Total Uses:</i>	<u>\$ 506,256</u>	<u>\$ 511,250</u>	<u>\$ 482,556</u>	<u>\$ 479,156</u>

Tree Replacement Fees Fund

Tree Replacement Fees Fund – Budget FY 13/14

Medians – Howland Blvd.

FY 13/14: \$100,000

The scope of this project consists of planting and maintenance of trees and landscaping in the medians along Howland Boulevard. The County is planning to widen Howland Blvd from Courtland to SR 415. When the new medians are completed landscaping and irrigation will need to be installed to maintain the medians.

Landscaping – Ft. Smith Boulevard

FY 13/14: \$50,000

The scope of this project includes landscaping of major stormwater ponds along the new section of Ft. Smith Boulevard.

**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.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
Fees	\$ -	\$ 1,638	\$ 600	\$ 1,000
Interest Income	<u>134</u>	<u>191</u>	<u>300</u>	<u>100</u>
<i>Total Revenues:</i>	134	1,829	900	1,100
Transfer In	-	-	-	-
Fund Balance Carryforward	<u>37,750</u>	<u>37,884</u>	<u>39,713</u>	<u>40,613</u>
<i>Total Sources:</i>	<u>\$ 37,884</u>	<u>\$ 39,713</u>	<u>\$ 40,613</u>	<u>\$ 41,713</u>
Mitigation Expenditures	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	<u>37,884</u>	<u>39,713</u>	<u>40,613</u>	<u>41,713</u>
<i>Total Uses:</i>	<u>\$ 37,884</u>	<u>\$ 39,713</u>	<u>\$ 40,613</u>	<u>\$ 41,713</u>

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.

<u>Description</u>	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Impact Fees - Residential	\$ 1,047	\$ 233	\$ 3,248	\$ 1,740
Impact Fees - Commercial	2,122	3,023	-	-
Interest Income	21	49	75	100
<i>Total Revenues:</i>	<u>3,190</u>	<u>3,305</u>	<u>3,323</u>	<u>1,840</u>
Transfer In	-	-	-	-
Fund Balance Carryforward	4,567	7,757	11,062	14,385
<i>Total Sources:</i>	<u>\$ 7,757</u>	<u>\$ 11,062</u>	<u>\$ 14,385</u>	<u>\$ 16,225</u>
Transfers Out	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	<u>7,757</u>	<u>11,062</u>	<u>14,385</u>	<u>16,225</u>
<i>Total Uses:</i>	<u>\$ 7,757</u>	<u>\$ 11,062</u>	<u>\$ 14,385</u>	<u>\$ 16,225</u>

**NEIGHBORHOOD STABILIZATION PROGRAM 1 (NSP 1)
SOURCES & USES**

The Neighborhood Stabilization Fund accounts for the fiscal activities of the Neighborhood Stabilization Program (NSP) grant funded through the Housing and Recovery Act (HERA) of 2008. The NSP is a special Community Development Block Grant (CDBG) allocated to address the problems of abandoned and foreclosed homes. In FY 08/09 the City was awarded \$6,635,909 in NSP funding.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
NSP Funds	\$ 2,714,910	\$ -	\$ 104,470	\$ 806,025
Program Income	-	544,460	720,000	700,000
Interest Income	-	4,073	-	-
<i>Total Revenues:</i>	<u>2,714,910</u>	<u>548,533</u>	<u>824,470</u>	<u>1,506,025</u>
Transfer In	-	-	-	-
Fund Balance Carryforward	-	-	-	-
<i>Total Sources:</i>	<u>\$ 2,714,910</u>	<u>\$ 548,533</u>	<u>\$ 824,470</u>	<u>\$ 1,506,025</u>
 Operating Expenditures				
Grant Administration	\$ 76,501	\$ 80,676	\$ 85,000	\$ 90,000
Purchase Rehabilitation	2,588,044	315,048	563,516	576,025
Demolition	-	-	-	-
Redevelopment	50,365	152,809	175,954	840,000
Land Bank	-	-	-	-
Homeownership Activities	-	-	-	-
Ending Fund Balance	-	-	-	-
<i>Total Uses:</i>	<u>\$ 2,714,910</u>	<u>\$ 548,533</u>	<u>\$ 824,470</u>	<u>\$ 1,506,025</u>

NEIGHBORHOOD STABILIZATION PROGRAM 1 (NSP 1)							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Community Dev. Financial Analyst (PT)	1	1	1	1	-	1	Grant
Housing Coordinator	-	1	1	1	-	1	Grant
TOTAL	1	2	2	2	-	2	

**NEIGHBORHOOD STABILIZATION PROGRAM 3 (NSP 3)
SOURCES & USES**

The Neighborhood Stabilization Fund accounts for the fiscal activities of the Neighborhood Stabilization Program (NSP) grant funded through Section 1497 of the Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank). The City was awarded \$1,964,066 under the third cycle of the Neighborhood Stabilization Program (NSP3). The NSP3 Fund accounts for the fiscal activities of the NSP3 program grant which is intended to address the problems of abandoned and foreclosed homes. The area of greatest need, determined by the Department of Housing and Urban Development, is defined as Census Tract 091006 Blocks 5 and 2.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
NSP3 Funds	\$ 9,441	\$ 557,584	\$ 536,024	\$ 856,950
Program Income	-	46,090	300,000	250,000
<i>Total Revenues:</i>	9,441	603,674	836,024	1,106,950
Transfer In	-	-	-	-
Fund Balance Carryforward	-	-	-	-
<i>Total Sources:</i>	<u>\$ 9,441</u>	<u>\$ 603,674</u>	<u>\$ 836,024</u>	<u>\$ 1,106,950</u>
Operating Expenditures				
Grant Administration	\$ 9,141	\$ 47,708	\$ 70,000	\$ 80,000
Purchase Rehabilitation	300	555,966	766,024	1,026,950
Demolition	-	-	-	-
Redevelopment	-	-	-	-
Land Bank	-	-	-	-
Homeownership Activities	-	-	-	-
Ending Fund Balance	-	-	-	-
<i>Total Uses:</i>	<u>\$ 9,441</u>	<u>\$ 603,674</u>	<u>\$ 836,024</u>	<u>\$ 1,106,950</u>

NEIGHBORHOOD STABILIZATION PROGRAM 3 (NSP 3)							
PERSONAL SERVICES SCHEDULE:							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Administrative Assistant I	-	1	1	1	-	1	Grant
TOTAL	-	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.

<u>Description</u>	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Impact Fees - Residential	\$ 10,476	\$ 25,471	\$ 30,000	\$ 30,000
Impact Fees - Commercial	42,665	100,306	170,000	145,000
Interest Income	-	-	-	-
<i>Total Revenues:</i>	53,141	125,777	200,000	175,000
Transfer In	-	-	-	-
Fund Balance Carryforward	-	-	-	-
<i>Total Sources:</i>	<u>\$ 53,141</u>	<u>\$ 125,777</u>	<u>\$ 200,000</u>	<u>\$ 175,000</u>
Transfers Out	53,141	125,777	200,000	175,000
Ending Fund Balance	-	-	-	-
<i>Total Uses:</i>	<u>\$ 53,141</u>	<u>\$ 125,777</u>	<u>\$ 200,000</u>	<u>\$ 175,000</u>

**MISCELLANEOUS GRANTS
SOURCES & USES**

This Fund was established to account for the fiscal activities of miscellaneous grants the City receives that do not benefit any single fund or function. In FY 12/13 the City applied for and was awarded \$104,500 from the U.S. Department of Housing and Urban Development (HUD) Emergency Solutions Grant (ESG). These funds will be received in FY 13/14 and will be tracked in this fund. The goal of this grant is in keeping with HUD’s Neighborhood Stabilization Program (NSP) to stabilize communities and provide shelter to families and individuals. Specifically, the City will focus on homelessness prevention and rapid re-housing. The City will focus on providing aid to families and individuals who are at the highest risk of becoming homeless or are already homeless on a weighted scale based on need and established criteria in an effort to move them from homelessness into gainful self-sufficiency.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
EECBG Funds	\$ 11,389	\$ 267,181	\$ 63,532	\$ -
Homeless Prevention Grant	-	-	-	104,500
Interest Income	-	-	-	-
<i>Total Revenues:</i>	11,389	267,181	63,532	104,500
Transfer In	-	-	-	-
Fund Balance Carryforward	1,270	2,978	2,978	2,978
<i>Total Sources:</i>	<u>\$ 12,659</u>	<u>\$ 270,159</u>	<u>\$ 66,510</u>	<u>\$ 107,478</u>
Operating Expenditures				
Grant Administration	\$ 471	\$ 12,781	\$ 978	\$ 4,500
Solar Rebate Program	9,210	1,200	-	-
Rental Assistance	-	-	-	100,000
Citywide Energy Efficient Lighting	-	25,109	62,554	-
LED Traffic Signals	-	112,249	-	-
Occupancy Sensors	-	9,877	-	-
Educational Workshops	-	84,403	-	-
Solar Water Heater at City facilities	-	21,562	-	-
Ending Fund Balance	2,978	2,978	2,978	2,978
<i>Total Uses:</i>	<u>\$ 12,659</u>	<u>\$ 270,159</u>	<u>\$ 66,510</u>	<u>\$ 107,478</u>

**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.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
Charges for Services	\$ 16,880,072	\$ 18,540,283	\$ 17,170,272	\$ 17,859,802
Assessment Fees - Water & Wastewater	238,590	284,447	385,410	260,000
Other Revenue	10,106	842,170	62,725	90,500
Interest Income	49,377	1,089,124	87,104	80,000
Grant Funding	<u>133,826</u>	<u>14,228</u>	<u>-</u>	<u>1,896,000</u>
<i>Total Revenues:</i>	17,311,971	20,770,252	17,705,511	20,186,302
Transfer In				
Debt Proceeds	-	-	978,315	12,950,000
Fund Equity Carryforward	<u>18,676,964</u>	<u>20,273,250</u>	<u>20,276,837</u>	<u>17,876,049</u>
<i>Total Sources:</i>	<u>\$ 35,988,935</u>	<u>\$ 41,043,502</u>	<u>\$ 38,960,663</u>	<u>\$ 51,012,351</u>
Personal Services	\$ 3,413,642	\$ 3,564,797	\$ 3,730,074	\$ 4,118,000
Operating Expenses	4,326,182	4,157,551	4,332,600	4,710,200
Debt Service:				
Principal	1,400,000	1,700,000	1,945,000	1,945,000
Interest	3,784,384	3,721,731	3,629,662	3,629,700
Capital Outlay	<u>2,791,477</u>	<u>7,622,586</u>	<u>7,447,278</u>	<u>22,701,400</u>
<i>Total Expenditures:</i>	15,715,685	20,766,665	21,084,614	37,104,300
Ending Fund Equity	<u>20,273,250</u>	<u>20,276,837</u>	<u>17,876,049</u>	<u>13,908,051</u>
<i>Total Uses:</i>	<u>\$ 35,988,935</u>	<u>\$ 41,043,502</u>	<u>\$ 38,960,663</u>	<u>\$ 51,012,351</u>

ENTERPRISE FUNDS

Trend Analysis - Revenues By Source

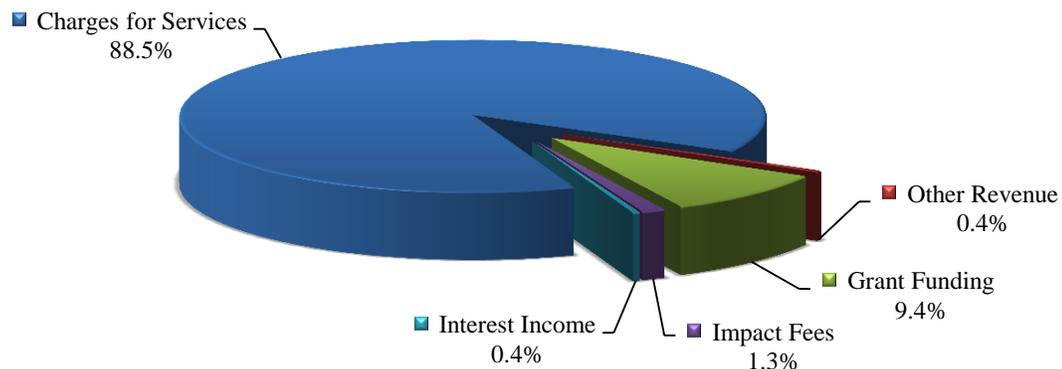
<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
<u>SOURCES</u>				
Charges for Services	\$ 16,880,072	\$ 18,540,283	\$ 17,170,272	\$ 17,859,802
Other Revenue	10,106	842,170	62,725	90,500
Grant Funding	133,826	14,228	-	1,896,000
Impact Fees	238,590	284,447	385,410	260,000
Interest Income	49,377	1,089,124	87,104	80,000
<i>Revenues</i>	<u>17,311,971</u>	<u>20,770,252</u>	<u>17,705,511</u>	<u>20,186,302</u>
Debt Proceeds	-	-	978,315	12,950,000
Fund Balance Carryforward	18,676,964	20,273,250	20,276,837	17,876,049
<i>TOTAL SOURCES:</i>	<u>\$ 35,988,935</u>	<u>\$ 41,043,502</u>	<u>\$ 38,960,663</u>	<u>\$ 51,012,351</u>

<u>SOURCES</u>	<u>Budget FY 13/14 Compared to FY 12/13 Estimated Actual</u>
Charges for Services	4.02%
Other Revenue	44.28%
Grant Funding	0.00%
Impact Fees	-32.54%
Interest Income	-8.16%
<i>Revenues</i>	<u>14.01%</u>

REVENUES BY SOURCE

TOTAL: \$20,186,302

(Excluding Debt Proceeds and Fund Balance Carryforward)



ENTERPRISE FUNDS

Trend Analysis - Expenses By Function

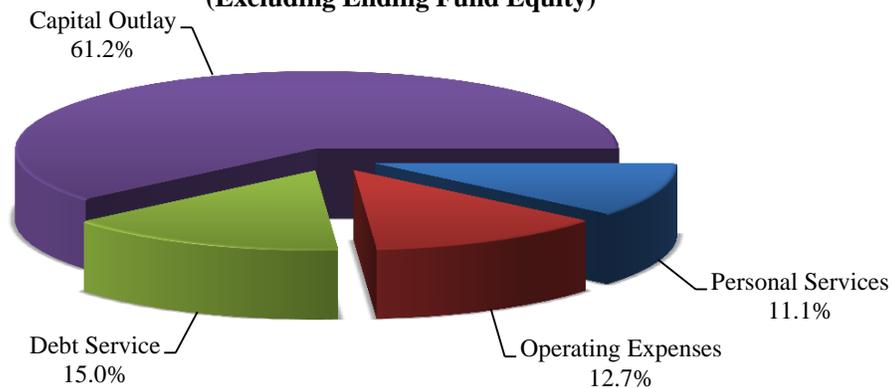
<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
USES				
Personal Services	\$ 3,413,642	\$ 3,564,797	\$ 3,730,074	\$ 4,118,000
Operating Expenses	4,326,182	4,157,551	4,332,600	4,710,200
Debt Service	5,184,384	5,421,731	5,574,662	5,574,700
Capital Outlay	2,791,477	7,622,586	7,447,278	22,701,400
<i>Appropriations</i>	15,715,685	20,766,665	21,084,614	37,104,300
Ending Fund Equity	20,273,250	20,276,837	17,876,049	13,908,051
TOTAL USES:	\$ 35,988,935	\$ 41,043,502	\$ 38,960,663	\$ 51,012,351

USES

Budget FY 13/14 Compared to FY 12/13 Estimated Actual

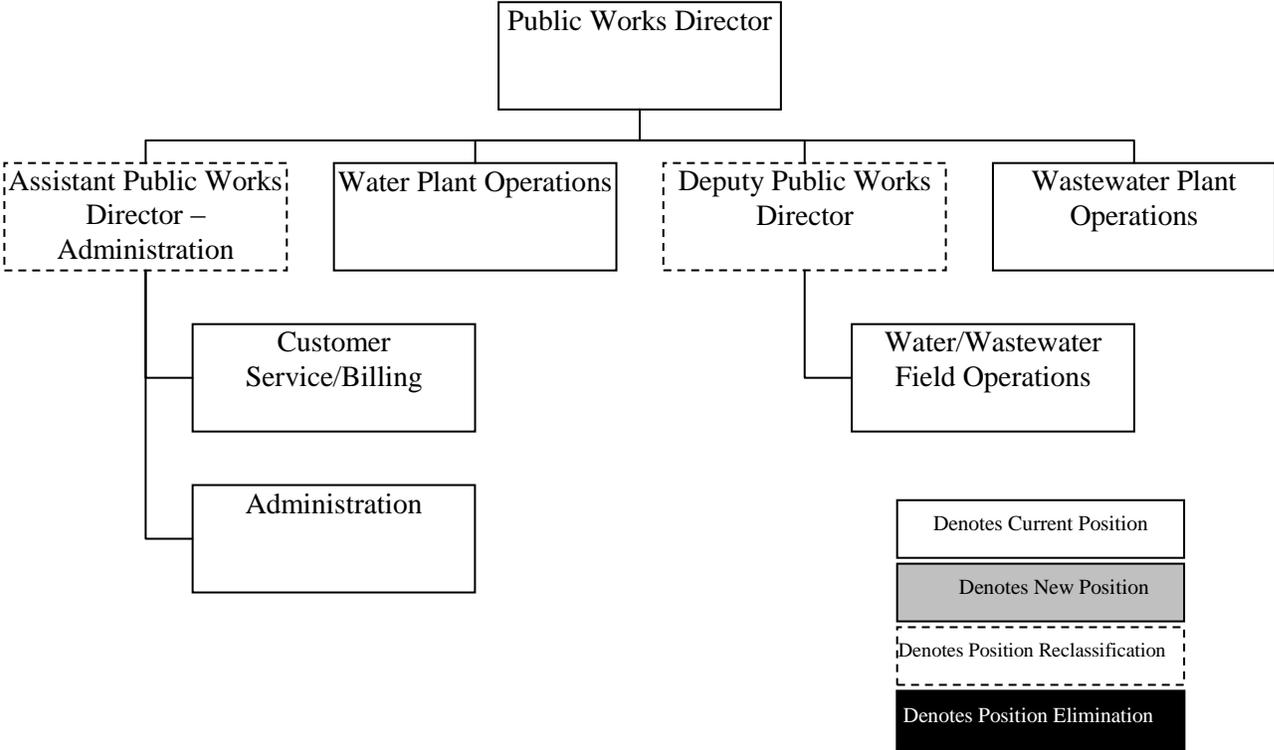
Personal Services	10.40%
Other Operating Costs	8.72%
Debt Service	0.00%
Capital Projects	204.83%
<i>Appropriations</i>	<u>75.98%</u>

**EXPENSES BY FUNCTION
TOTAL: \$37,104,300
(Excluding Ending Fund Equity)**



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WATER/SEWER UTILITY FUND



Functional Duties: The Water Utility Services Department is comprised of five divisions; Administration, Customer Service and Billing, Water Plant Operations, Wastewater Plant Operations and Water/Wastewater Field Operations. 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.

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.”*

WATER/SEWER UTILITY FUND

GOALS, OBJECTIVES & PERFORMANCE MEASURES

Key Objectives:

- To ensure compliance with all health and safety requirements as prescribed by regulatory agencies.
- 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 customer service.
- To issue accurate and timely utility bills to all customers of the City system 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.

Performance Measures:

- Millions of gallons of water treated. (Maximum daily average)
- Millions of gallons of wastewater treated. (Maximum daily average)
- Average number of meter retirements per year.
- Average monthly number of service orders responded to for customers
- Average monthly line locations provided
- Emergency equipment serviced and tested. (i.e. emergency power supplies)
- Average monthly number of payments processed
- Number of departmental safety training events.
- Ensure a variety of water conservation informational brochures are available for customers.

Actual FY 2011/12	Estimated FY 2012/13	Budget FY 2013/14
10.809	10.171	10.300
.905	.884	.900
1,248	2,100	2,100
2,017	2,000	2,000
328	328	320
Monthly	Monthly	Monthly
24,889	25,493	26,130
24	24	24
6	6	6

Water/Sewer Utility Fund

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 2,247,904	\$ 2,396,276	\$ 2,505,870	\$ 2,681,400
Overtime	138,814	145,939	153,475	175,300
Other Pay	15,766	15,324	16,546	18,300
Benefits and Taxes	1,011,158	1,007,258	1,054,183	1,243,000
Total Personal Service Costs	3,413,642	3,564,797	3,730,074	4,118,000
Operating Expenditures	4,326,182	4,157,551	4,332,600	4,710,200
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	2,791,477	7,622,586	7,447,278	22,701,400
Debt Service	5,184,384	5,421,731	5,574,662	5,574,700
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 15,715,685	\$ 20,766,665	\$ 21,084,614	\$ 37,104,300
Staffing:				
Full-Time	64	64	64	67
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 146,102	\$ 120,925	\$ 182,000	\$ 194,200
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	135,222	107,862	147,500	194,300
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	746	22	600	3,500
5241 - Communications and Freight Services	190,673	159,897	171,100	212,700
5243 - Utility Services	1,435,531	1,166,867	1,220,400	1,285,600
5244 - Rentals and Leases	6,005	5,683	6,900	10,900
5245 - Insurance	133,395	114,552	120,000	122,000
5246 - Repairs and Maintenance Services	817,089	763,462	803,600	840,800
5247 - Printing and Binding	28,553	26,966	36,800	41,600
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	168,375	378,161	304,200	367,500
5251 - Office Supplies	18,589	21,259	22,100	24,700
5252 - Operating Supplies	871,354	927,784	911,700	914,200
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	6,878	31,135	40,000	43,400
5255 - Bank Charges	128,726	86,983	90,000	90,000
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	238,944	245,993	275,700	275,000
9904 - Fleet Maintenance - Allocated Costs	-	-	-	89,800
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 4,326,182	\$ 4,157,551	\$ 4,332,600	\$ 4,710,200

**WATER/SEWER UTILITY FUND
CAPITAL OUTLAY BUDGET DETAIL**

	Capital Budget
<u>Water and Wastewater Projects:</u>	
Alternative Water Supply (West Volusia AWS)	350,000
Hydrogeological Services	150,000
WTP Treatment Improvements @ All Sites	2,000,000
Water CUP Renewal	40,000
Magdalena Odor Control	139,500
Doyle Road Reclaimed Main	3,000,000
Doyle Road Rib Site	900,000
Doyle Road (415-Courtland) 16" Water Main Improvements	855,000
Eastern Wastewater Treatment Plant (EWWTP)	12,000,000
Master Lift Station - Doyle Road	650,000
Saxon / Providence Intersection Utility Relocates	270,000
Howland Blvd. Utility Relocate, Phase 3	1,500,000
Normandy Section B Utility Relocate	700,000
RIB Site for New EWWTP (122 Acre)	950,000
Auma Motor Valves	25,000
CL2 Tanks	25,000
Lift Station Rehabs	75,000
Lift Station Panels	40,000
Plant 11 Control Panel and PLC Upgrade	50,000
Rehab Sewer Collection System	100,000
Retirement Meters	60,000
Relocation and Upgrade of Fisher CL2 Tanks	75,000
Water Main Replacements	200,000
Water Meters & Related Materials	50,000
Well Rehabs	100,000
RAS Pumps for Clarifiers	30,000
	24,334,500

	<u>Capital Budget</u>
<u>Computer Software and Equipment:</u>	
Infrastructure & Switch Replacements	10,000
IP Phone Refresh	5,000
New / Replacement PC's	5,000
Replacement UPS's	5,000
Server Replacement Blades	10,000
Scanner	2,500
Storage (SAN) Upgrade Replacements	30,000
Munis Contract Software Implementation	5,000
	<u>72,500</u>
<u>Other Equipment:</u>	
Fisher WWTP Screw Press	50,000
Lake Monitoring Equipment Upgrade	40,000
RTU Cabinets & Zetron Panels	15,000
Deltona Water Security Features	85,000
Ford F-250 Truck (2)-Water Operations	60,000
Ford F-250 Truck (2)-Field Operations	60,000
Freightliner Sprinter Cargo Van	50,000
Hand Held Remote Meter Readers	15,000
Security Cameras	32,000
Valve Maintenance Machine-Trailer Mounted	55,000
	<u>462,000</u>
Cash Flow Adjustment (See Note)	(2,167,600)
	<u><u>\$ 22,701,400</u></u>

Note: Historically the utility has spent less than the amount budgeted in any given year. The purpose of this adjustment is to provide a better estimate of what will be spent in each year. Since it is not possible to do this on a project by project basis this adjustment is made in the aggregate.

Water/Sewer Utility Fund

Water Utility Capital Projects – Budget FY 13/14**Capital Improvement Projects****Alternative Water Supply (West Volusia AWS) FY 13/14: \$350,000**

This is an on-going project. 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. This is an on-going project with potential costs of a very large magnitude.

Hydrogeological Services FY 13/14: \$150,000

This is an annually recurring project. Hydrogeological services are needed to address issues related to the SJRWMD and our supply wells. Having a hydrogeological services provider on retainer allows for a quick and immediate response to any condition that may arise.

WTP Treatment Improvements @ All Sites FY 13/14: 2,000,000

Plant improvements are being planned and will be designed to achieve compliance with the TTHM regulations. These improvements will consist of chemical feed pumps, storage and associated equipment. It is anticipated that these improvements will be bid and construction begun in early 2014.

Water CUP Renewal FY 13/14: \$40,000

This is an on-going project which is anticipated to be completed in FY 13/14. The CUP permit is the operating permit for the public water supply for the City and is in accordance with the Water Resources Act of 1972. Operating a public water system without this permit would result in the City being in violation of Chapter 40C-2 as authorized under F.S. 373.113. Renewing this permit will allow the City to legally supply potable water to the citizens of Deltona. The costs to renew the permit are less than the associated fees that would result from non-renewal in the form of administrative fines and legal fees.

Magdalena Odor Control FY 13/14: \$139,500

The odor control improvements will be designed, permitted and constructed to alleviate hydrogen sulfide odors. The odor control system will consist primarily of a filtering installation for the air flow from the aeration equipment.

Water/Sewer Utility Fund

**Saxon / Providence Intersection
Utility Relocates** **FY 13/14: \$270,000**

This project is a joint project with Volusia County. It is necessary to relocate the utility lines in order for the County's project to move forward.

Howland Blvd. Utility Relocate, Phase 3 **FY 13/14: \$1,304,000 (City)**
\$ 196,000 (Grant)

This is an on-going project that is anticipated to be completed in FY 13/14. Relocating utilities is required as part of the overall City-wide road widening plan. As part of the City-wide road widening project, the City is concurrently relocating the utilities located in the area while expanding the system at the same time.

Normandy Section B Utility Relocate **FY 13/14: \$700,000**

This is an on-going project and is anticipated to be completed in FY 13/14. If the City does not move forward with the widening of Normandy Blvd. Section B, the utilities will need to be relocated as part of the roadway construction. Failure to move the utilities in conjunction with the roadway construction can lead to significantly higher repair costs in the future.

RIB Site for EWWTP (122 Acre) **FY 13/14: \$950,000**

This is an on-going project that is anticipated to be completed in FY 13/14. This rib site will physically be located on the southern portion of the 122 acre site. The design and completion of the Eastern Wastewater Treatment facility relies on this project. The FDEP permit for the Eastern Wastewater Treatment facility will not be issued without completion of this project. Development in the City's growth areas and the SR 415 corridor depends upon the provision of sewer service and the success of this project.

Renewal & Replacement Projects

Auma Motor Valves **FY 13/14: \$25,000**

This is an on-going project that is anticipated to be completed in FY 13/14. These actuated valves located at the wastewater treatment facility are nearing their life expectancy. These valves are a critical part of the wastewater treatment facility infrastructure. It is necessary to ensure that they operate properly and can be monitored remotely. A failure of these valves could result in the plant being non-compliant with FDEP.

CL2 Tanks **FY 13/14: \$25,000**

This is an annually recurring project at various locations. There are currently 4 locations where the chlorine storage tanks are in need of replacement. The existing tanks are close to or have exceeded their life expectancy. In an effort to reduce the possibility of a tank cracking and spilling chemicals we need to replace these tanks with new ones. New tanks will help ensure that there is no interruption in water service due to tanks breaking.

Water/Sewer Utility Fund

Lift Station Rehabs **FY 13/14: \$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 the DEP or EPA. A proactive approach would be less costly than costs associated with emergency repair, clean up and fines.

Lift Station Panels **FY 13/14: \$40,000**

This is an annually recurring project at various locations. The City would not be able to monitor its lift stations remotely if this project was completed, meaning in the event of an issue such as a power outage, staff would not be aware of it. This type of occurrence can lead to a spill of sewage which could have impacts on the local environment as well as possible health issues and resulting fines from regulatory agencies. These panels also allow for communication with the City's SCADA system.

Plant 11 Control Panel and PLC Upgrade **FY 13/14: \$50,000**

The current electrical panel at Courtland Plant 11 is aged and outdated. The current panel is becoming obsolete and parts are becoming harder and harder to find and as a result, an upgrade is necessary. A new panel would ensure safety and provide a reliable source of operation for the wastewater treatment facility.

Rehab Sewer Collection System **FY 13/14: \$100,000**

This is an annually recurring project at various locations. Not addressing the aging sewer collection system will likely result in failure. A failure will cause a loss in sewer service to the residents and an environmental release of raw sewage to 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. This reduces the direct costs of chemicals used to treat ground water and could also offset the need for capital expansion due to capacity at the wastewater facility.

Retirement Meters **FY 13/14: \$60,000**

This is an annually recurring project at various locations. In order to remain in compliance, the City is required to retire meters after a specified period of time in order to remain in compliance. Retiring meters ensures proper accountability of consumption and ensures that the flow is registered accurately.

Water/Sewer Utility Fund

**Relocation and Upgrade of CL2 Tanks
Fisher Road** **FY 13/14: \$75,000**

The current CL2 tanks at the Fisher Wastewater Treatment Plant are nearing the end of their expected useful life. It is vital to replace the two tanks while relocating them to a more appropriate area of the property. In an effort to reduce the possibility of a tank cracking and spilling the chemical contents, these tanks should be replaced with new ones. New tanks will help ensure that there is not an interruption in treatment services as a result of tanks breaking.

Water Main Replacements **FY 13/14: \$200,000**

This is an annually recurring project at various locations. Water main failures can result in an interruption in service, impact public health as well as have 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. Improving the loss of service, reliability and fire protection to residents should exceed anticipated costs.

Water Meters & Related Materials **FY 13/14: \$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 13/14: \$100,000**

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.

RAS Pumps for Clarifiers (3) **FY 13/14: \$30,000**

The existing RAS pumps for the clarifiers at the wastewater treatment facility are in need of an upgrade. They do not operate at full capacity due to their age and have to be manually assisted by staff to keep up with the current flow at the wastewater facility. These pumps have to be cleaned several times throughout the day in order to keep the system from getting clogged. This presents a safety hazard for staff who have to unclog the pumps which may contain hazardous objects such as razors, needles, etc. New pumps will be better able to handle the existing flow and will allow for increased flow in the future.

Water/Sewer Utility Fund

Water Utility Capital Equipment – Budget FY 13/14**Infrastructure Switches and
Peripheral Replacements****FY 13/14: \$10,000**

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 some service interruptions such as call delays and network issues. The replacements are needed so that City departments and personnel can continue to perform their job functions without interruption.

IP Phone Refresh**FY 13/14: \$5,000**

The City currently has phones that are over seven years old and, as a result, we experience continual issues throughout the City. Some of these phones are not completely compatible with our current phone system, are out of their lifecycle and no longer supported.

New PC's**FY 13/14: \$5,000**

Deltona Water is requesting additional spare PC's in order to reduce downtime when a PC is being repaired or is not functioning properly. This funding will also provide a PC for new staff requested in FY 13/14.

Replacement UPS**FY 13/14: \$5,000**

The scope of this project is to replace UPS boxes that are damaged or in need of replacement due to age. UPS boxes provide essential protection from power fluctuations and lightning strikes by allowing services to remain online during storms without interruption.

Server Blade Replacements**FY 13/14: \$10,000**

All of the City's critical applications that provide critical services run on Dell server blades that are running out of warranty. These devices cannot be extended and need to be replaced so we can ensure 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.

Scanner**FY 13/14: \$2,500**

The scanner is needed to scan documents into Laserfiche in an effort to reduce/eliminate the amount of paper stored while still meeting the State of Florida's retention requirements.

Water/Sewer Utility Fund

Storage (SAN) Upgrade/Replacement **FY 13/14: \$30,000**

Deltona Water currently utilizes two SAN units that handle all of the storage at that site. One of these units will soon be going out of warranty and, when it does, it will be virtually impossible to find support for that unit. To ensure uptime and optimum productivity, the SAN unit going out of warranty needs to be replaced. This will ensure that the City maintains a quality of service at Deltona Water for both employees and customers of the utility.

Munis Contracts Software Implementation **FY 13/14: \$5,000**

This scope of this project is to bring the City's contacts process under the Munis software umbrella. The current contacts software has a limited number of licenses which limits the number of staff who can view and maintain current project status and expiration/renewal dates. This project would be an add-on module to the City's current ERP system, Munis. The cost of this project will be shared with the General Fund as there will be end users from both cost centers.

Fisher WWTP Screw Press **FY 13/14: \$50,000**

This is an on-going project that is anticipated to be completed in FY 13/14. Upon completion of this project, the Fisher WWTP will be able to maintain compliance with FDEP regulations.

Lake Equipment Monitoring Upgrade **FY 13/14: \$40,000**

This is an on-going project that is anticipated to be completed in FY 13/14. As a requirement of the City's consumptive use permit, the City is required to monitor identified lake levels. The existing equipment is antiquated and is not compatible with other monitoring equipment. In an effort to standardize and to make for more efficient monitoring, the existing equipment needs to be brought up-to-date with standardized equipment.

RTU Cabinets & Zetron Panels **FY 13/14: \$15,000**

This is an annually recurring project at various locations. These Zetron Panels will be installed at water plants and lift stations. They allow for monitoring of their status from remote locations via the SCADA system. These panels are necessary to remotely determine whether or not all components of the water plants and lift stations are working properly.

Deltona Water Security Features **FY 13/14: \$85,000**

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 is to install bullet proof glass in the Customer Service area, adding a layer of security to City employees. Implementation of security features is a deterrent to crime and could ultimately save the life of an employee.

Water/Sewer Utility Fund

Ford F-250 (2) – Water Operations **FY 13/14:** \$60,000

Deltona Water – Water Operations currently has two vehicles (DW0581 and DW0364) that are in need of replacement. Both vehicles are now over seven years old and have high mileage. Both vehicles will be disposed via on-line auction.

Ford F-250 (2) – Field Operations **FY 13/14:** \$60,000

Deltona Water – Field Operations does not have enough trucks to meet the needs of the full crew, therefore current operations are not completed efficiently as a large number of jobs require only one person to be completed – i.e. service orders, disconnects, valve exercising, etc.

Freightliner Sprinter Walk-in Van **FY 13/14:** \$50,000

Purchase and utilization of this van will give the City’s electrician more storage for parts for repairs that are done on-site, reducing down-time. This van will have full inside access allowing for the ability to stand and work inside.

Hand Held Remote Meter Readers **FY 13/14:** \$15,000

The hand held remote meter reading devices that are currently being used are in need of upgrades and improvements. By purchasing these upgrades the hand held meter readers will ensure continued reliability of the system and overall operations.

Security Cameras **FY 13/14:** \$32,000

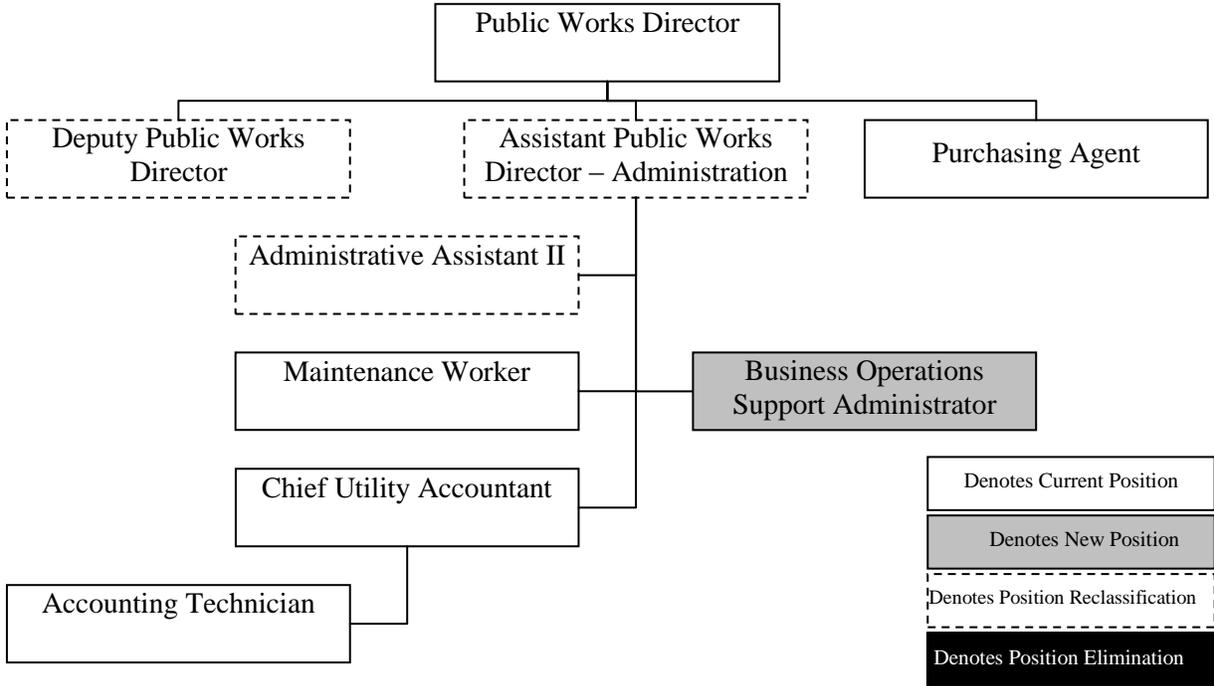
This is an annually recurring project at various locations. A security camera system provides security for the public drinking water system. Without video documentation, a minor act of vandalism could necessitate a costly response from the City in the form of lab testing, hazmat response and investigative costs. Such costs were evidenced several years ago when an unknown person dropped salt bags at several water plants.

**Valve Maintenance Machine
Trailer Mounted** **FY 13/14:** \$55,000

This machine/trailer would be used to exercise the valves throughout the City in accordance with the City’s valve exercising program. This machine will allow employees to exercise valves at a more efficient pace while reducing possible physical injuries to employees who normally exercise them manually. This trailer has other features that would be utilized on site as well.

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**WATER/SEWER UTILITY FUND
ADMINISTRATION DIVISION**



ADMINISTRATION DIVISION							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Assist. Public Works Director-Adm.	-	-	-	-	1	1	20
Chief Utility Accountant	1	1	1	1	-	1	18
Project Accountant	-	1	1	-	-	-	18
Business Operations Support Adm.	-	-	-	1	-	1	16
Purchasing Agent	1	1	1	1	-	1	13
Executive Assistant	1	1	1	-	-	-	12
Accounting Technician	1	1	1	1	-	1	9
Administrative Assistant II	-	-	-	1	-	1	8
Maintenance Worker	1	1	1	1	-	1	2
TOTAL	5	6	6	6	1	7	

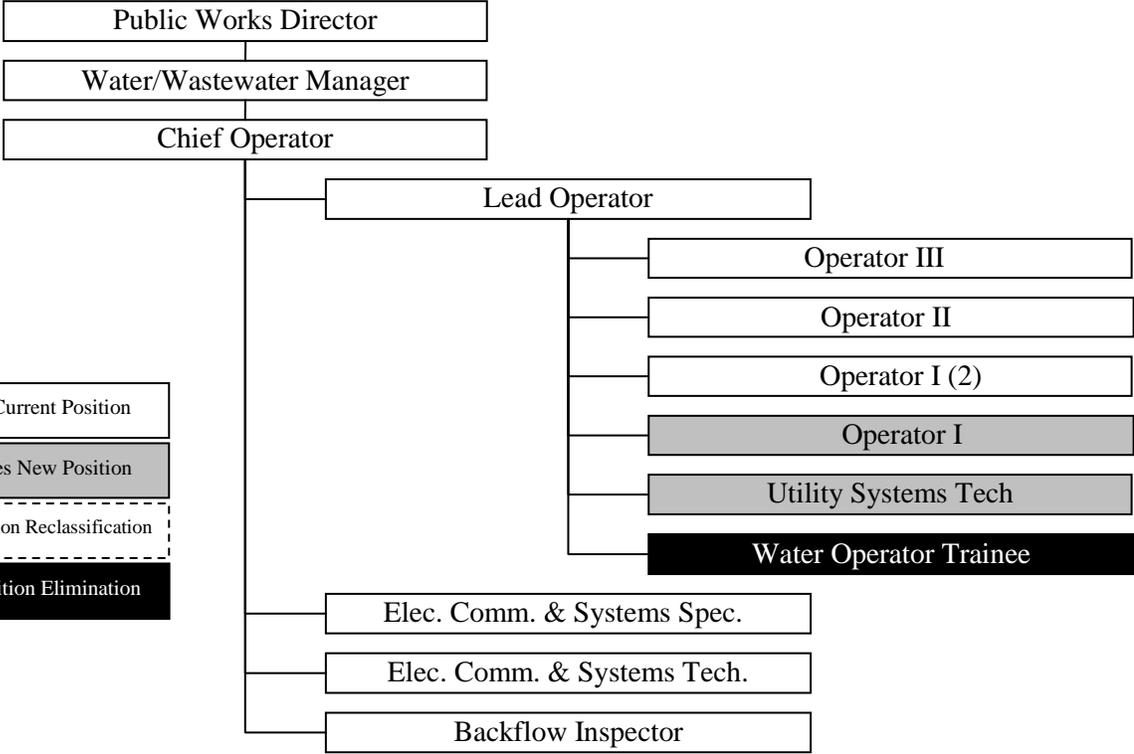
Functional Duties: The Administration Division of Deltona Water sets department goals and objectives, and oversees department budget and capital improvement projects. The Administration Division provides administrative and technical support to all divisions within Deltona Water including Water Plant Operations, Wastewater Plant Operations, Customer Service and Billing, and Water/Wastewater Field Operations Divisions.

Water/Sewer Utility Fund - Administration

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 322,584	\$ 345,793	\$ 374,814	\$ 393,700
Overtime	932	4,412	2,375	8,100
Other Pay	-	-	-	-
Benefits and Taxes	145,454	126,915	130,221	176,200
Total Personal Service Costs	468,970	477,120	507,410	578,000
Operating Expenditures	595,696	831,555	812,500	855,400
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	76,150	535,185	67,843	70,000
Debt Service	5,184,384	5,421,731	5,574,662	5,574,700
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 6,325,200	\$ 7,265,591	\$ 6,962,415	\$ 7,078,100
Staffing:				
Full-Time	5	6	6	7
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 7,424	\$ 10,670	\$ 65,000	\$ 37,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	4,622	2,340	5,100	3,800
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	188	22	100	500
5241 - Communications and Freight Services	1,430	1,470	1,000	1,700
5243 - Utility Services	20,490	21,081	23,000	25,000
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	133,395	114,552	120,000	122,000
5246 - Repairs and Maintenance Services	11,081	45,238	9,700	15,200
5247 - Printing and Binding	310	282	300	300
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	160,833	370,161	293,000	354,700
5251 - Office Supplies	4,306	7,809	5,500	6,500
5252 - Operating Supplies	11,031	10,074	12,600	12,200
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	1,642	1,863	1,500	1,500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	238,944	245,993	275,700	275,000
9904 - Fleet Maintenance - Allocated Costs	-	-	-	-
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 595,696	\$ 831,555	\$ 812,500	\$ 855,400

**WATER/SEWER UTILITY FUND
WATER PLANT OPERATIONS DIVISION**



Denotes Current Position

Denotes New Position

Denotes Position Reclassification

Denotes Position Elimination

WATER PLANT OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Water/Wastewater Manager	1	1	1	1	-	1	19
Chief Operator	1	1	1	1	-	1	18
Lead Operator	1	1	1	1	-	1	15
Operator III	1	1	1	1	-	1	13
Electronic Comm & Systems Spec.	1	1	1	1	-	1	12
Operator II	1	1	1	1	-	1	11
Elect Comm & Systems Technician	-	1	1	1	-	1	9
Operator I	2	2	2	2	1	3	9
Utility Systems Tech III	1	-	-	-	-	-	9
Utility Systems Tech I	-	-	-	1	-	1	8
Backflow Inspector	-	1	1	1	-	1	4
Water Operator Trainee	1	1	1	-	-	-	1
TOTAL	10	11	11	11	1	12	

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.

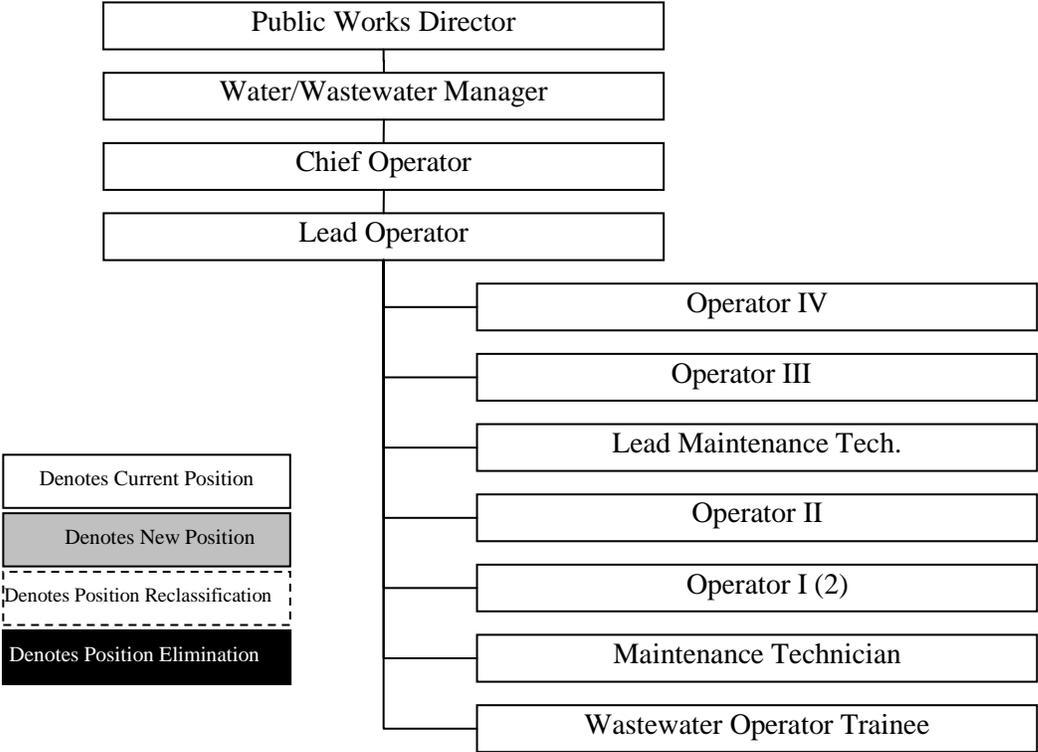
Water Plant Operations

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 373,705	\$ 411,659	\$ 402,867	\$ 436,000
Overtime	28,292	21,548	29,244	52,800
Other Pay	3,518	2,573	3,264	7,300
Benefits and Taxes	145,107	157,203	160,334	209,300
Total Personal Service Costs	550,622	592,983	595,709	705,400
Operating Expenditures	1,366,530	1,354,864	1,387,900	1,485,000
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	337,254	171,508	465,892	247,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$2,254,406	\$2,119,355	\$2,449,501	\$2,437,400
Staffing:				
Full-Time	10	11	11	12
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 102,976	\$ 71,522	\$ 75,000	\$ 95,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	16,372	10,211	25,800	39,600
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	442	-	300	2,000
5241 - Communications and Freight Services	7,163	5,469	6,500	10,300
5243 - Utility Services	537,827	467,007	500,000	500,000
5244 - Rentals and Leases	152	-	600	4,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	179,300	224,960	211,000	253,700
5247 - Printing and Binding	1,890	1,093	1,500	2,500
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	309	432	1,200	1,500
5251 - Office Supplies	3,243	1,687	3,300	4,000
5252 - Operating Supplies	515,121	546,681	534,700	534,900
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	1,735	25,802	28,000	31,500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	6,000
5882 - Aid To Private Organizations	-	-	-	-
Total	\$1,366,530	\$1,354,864	\$1,387,900	\$1,485,000

WATER/SEWER UTILITY FUND

WASTEWATER PLANT OPERATIONS DIVISION



WASTEWATER PLANT OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Lead Operator	1	1	1	1	-	1	15
Operator IV	1	1	1	1	-	1	15
Operator III	1	1	1	1	-	1	13
Lead Maintenance Tech.	1	1	1	1	-	1	12
Operator II	1	1	1	1	-	1	11
Operator I	2	2	2	2	-	2	9
Maintenance Tech.	1	1	1	1	-	1	8
Wastewater Operator Trainee	1	1	1	1	-	1	1
TOTAL	9	9	9	9	-	9	

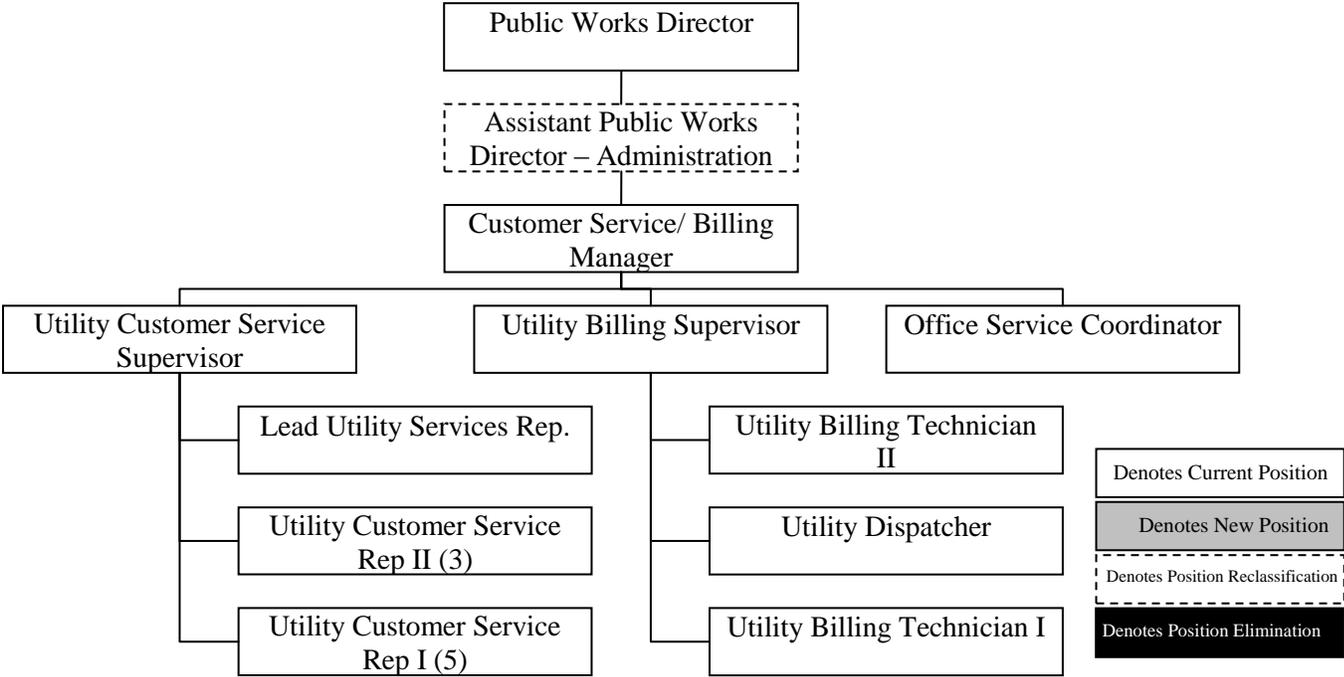
Functional Duties: The duties of the Wastewater Plant Operations Division are to provide sound treatment and the safe disposal of wastewater while protecting property and the environment.

Wastewater Plant Operations

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 365,949	\$ 405,306	\$ 431,234	\$ 446,700
Overtime	22,682	27,938	34,810	25,600
Other Pay	3,448	5,450	5,984	3,700
Benefits and Taxes	144,055	161,596	177,614	191,300
Total Personal Service Costs	536,134	600,290	649,642	667,300
Operating Expenditures	1,306,337	1,110,307	1,207,000	1,255,900
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	24,737	82,201	794,439	160,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 1,867,208	\$ 1,792,798	\$ 2,651,081	\$ 2,083,200
Staffing:				
Full-Time	9	9	9	9
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 31,171	\$ 31,208	\$ 32,000	\$ 32,200
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	12,776	7,920	20,100	22,900
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	82	-	100	500
5241 - Communications and Freight Services	4,622	907	1,500	3,000
5243 - Utility Services	871,989	673,442	691,800	755,000
5244 - Rentals and Leases	77	535	500	1,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	200,737	181,647	256,900	219,800
5247 - Printing and Binding	-	-	-	-
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	519	591	700	2,000
5251 - Office Supplies	818	1,420	1,400	1,600
5252 - Operating Supplies	182,607	211,804	200,500	204,100
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	939	833	1,500	1,000
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	12,800
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 1,306,337	\$ 1,110,307	\$ 1,207,000	\$ 1,255,900

**WATER/SEWER UTILITY FUND
CUSTOMER SERVICE AND BILLING DIVISION**



CUSTOMER SERVICE & BILLING DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Customer Service/Billing Manager	1	1	1	1	-	1	19
Utility Customer Service Supervisor	1	1	1	1	-	1	13
Utility Billing Supervisor	1	1	1	1	-	1	13
Lead Utility Services Rep.	-	1	1	1	-	1	9
Office Service Coordinator	1	1	1	1	-	1	7
Utility Billing Tech. II	1	1	1	1	-	1	7
Utility Customer Srv. Rep. II	-	3	3	3	-	3	7
Utility Dispatcher	1	1	1	1	-	1	5
Utility Billing Tech. I	1	1	1	1	-	1	4
Utility Customer Srv. Rep. I	5	5	5	5	-	5	4
Data Entry Clerk	1	-	-	-	-	-	2
TOTAL	13	16	16	16	-	16	

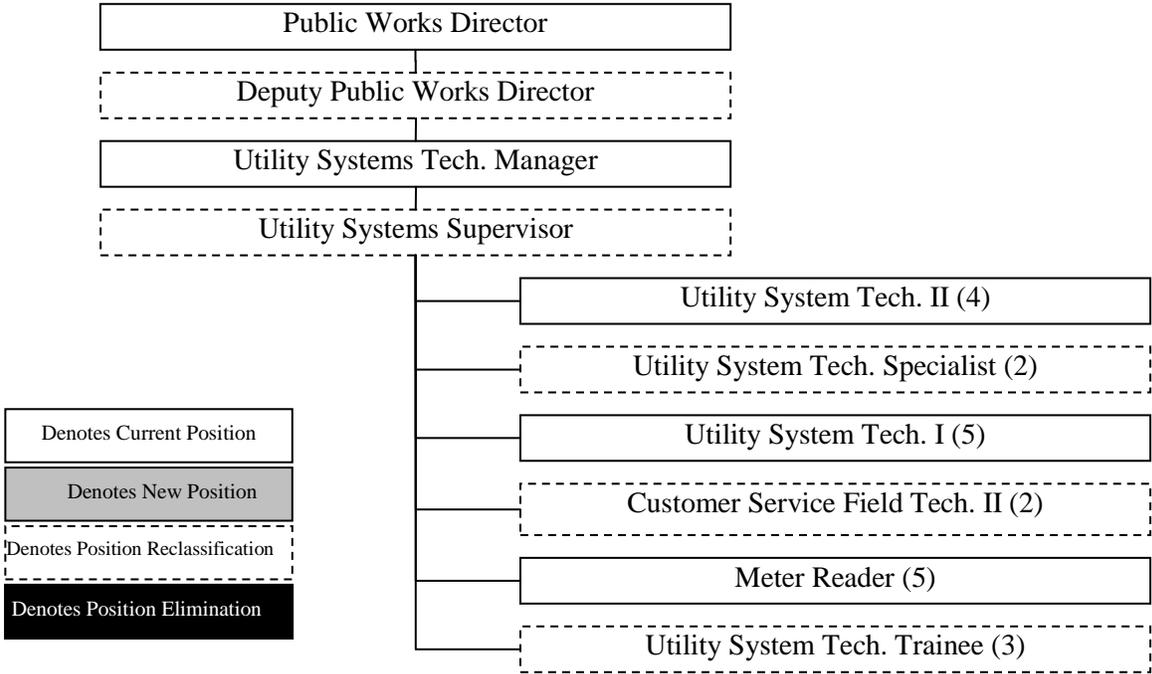
Functional Duties: The duties of the Customer Service and Billing Divisions are to supply the customers of Deltona Water with accurate and timely utility bills while providing courteous and efficient customer service.

Customer Service & Billing

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 440,610	\$ 456,365	\$ 475,073	\$ 505,500
Overtime	9,039	19,422	14,200	8,000
Other Pay	-	-	-	-
Benefits and Taxes	208,316	200,747	210,250	229,200
Total Personal Service Costs	657,965	676,534	699,523	742,700
Operating Expenditures	456,601	375,908	410,400	489,900
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	9,462	96,715	58,372	87,500
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
Total Expenditures & Transfers Out	\$ 1,124,028	\$ 1,149,157	\$ 1,168,295	\$ 1,320,100
Staffing:				
Full-Time	16	16	16	16
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ -	\$ 7,200	\$ 10,000	\$ 15,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	100,736	81,897	89,000	117,100
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	-
5241 - Communications and Freight Services	175,995	150,437	160,000	195,000
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	5,551	5,148	5,700	5,600
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	3,864	3,777	5,000	10,700
5247 - Printing and Binding	26,353	24,703	33,000	36,800
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	35	-	-	-
5251 - Office Supplies	8,354	9,170	10,600	11,300
5252 - Operating Supplies	6,987	6,593	3,100	3,200
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	-	-	4,000	4,400
5255 - Bank Charges	128,726	86,983	90,000	90,000
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	800
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 456,601	\$ 375,908	\$ 410,400	\$ 489,900

**WATER/SEWER UTILITY FUND
WATER/WASTEWATER FIELD OPERATIONS DIVISION**



WATER/WASTEWATER FIELD OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY10/11	FY 11/12	Budget FY 12/13	Adjusted FY 12/13	Change FY 13/14	FY 13/14	
Utility Systems Tech Manager	1	1	1	1	-	1	19
Utility Systems Supervisor	-	-	1	1	-	1	15
Lead Utility Systems Tech	1	-	-	-	-	-	13
Lead Utility Technician	1	1	-	-	-	-	13
Utility Systems Tech III	2	2	2	-	-	-	12
Utility Systems Tech II	4	4	4	4	-	4	10
Utility Systems Tech Specialist	-	-	-	2	-	2	9
Utility Systems Tech I	7	7	8	4	1	5	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	5
Backflow Inspector	1	-	-	-	-	-	4
TOTAL	24	22	23	22	1	23	

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.

Water/Wastewater Field Operations

Summary

	Actual FY 10/11	Actual FY 11/12	Estimated Actual FY 12/13	Adopted Budget FY 13/14
Personal Services:				
Salaries & Wages	\$ 745,056	\$ 777,153	\$ 821,882	\$ 899,500
Overtime	77,869	72,619	72,846	80,800
Other Pay	8,800	7,301	7,298	7,300
Benefits and Taxes	368,226	360,797	375,764	437,000
Total Personal Service Costs	1,199,951	1,217,870	1,277,790	1,424,600
Operating Expenditures	601,018	484,917	514,800	624,000
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	2,343,874	6,736,977	6,060,732	22,136,900
Debt Service	-	-	-	-
Other Transfers Out	-	6,288,209	-	-
Total Expenditures & Transfers Out	\$4,144,843	\$14,727,973	\$7,853,322	\$24,185,500
Staffing:				
Full-Time	24	22	22	23
Part-Time	-	-	-	-
Operating Expenditure Detail:				
5231 - Professional Fees	\$ 4,531	\$ 325	\$ -	\$ 15,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	716	5,494	7,500	10,900
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	34	-	100	500
5241 - Communications and Freight Services	1,463	1,614	2,100	2,700
5243 - Utility Services	5,225	5,337	5,600	5,600
5244 - Rentals and Leases	225	-	100	300
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	422,107	307,840	321,000	341,400
5247 - Printing and Binding	-	888	2,000	2,000
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	6,679	6,977	9,300	9,300
5251 - Office Supplies	1,868	1,173	1,300	1,300
5252 - Operating Supplies	155,608	152,632	160,800	159,800
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	2,562	2,637	5,000	5,000
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	70,200
5882 - Aid To Private Organizations	-	-	-	-
Total	\$ 601,018	\$ 484,917	\$ 514,800	\$ 624,000

CAPITAL PROJECT FUNDS SUMMARY

	<u>Municipal Complex</u>	<u>Park Projects</u>	<u>Replacement Equipment</u>	<u>Total</u>
<u>SOURCES</u>				
Grant Funding	\$ -	\$ -	\$ -	\$ -
Special Assessments	-	-	-	-
Interest Income	5,000	200	9,800	15,000
Miscellaneous Revenue	-	-	-	-
<i>Total Revenues:</i>	<u>5,000</u>	<u>200</u>	<u>9,800</u>	<u>15,000</u>
Transfers In	-	-	1,050,000	1,050,000
Debt Proceeds	-	-	-	-
Fund Balance Carryforward	<u>1,753,912</u>	<u>68,757</u>	<u>2,265,399</u>	<u>4,088,068</u>
<i>Total Sources:</i>	<u>\$ 1,758,912</u>	<u>\$ 68,957</u>	<u>\$ 3,325,199</u>	<u>\$ 5,153,068</u>
<u>USES</u>				
Capital Outlay	<u>\$ 435,000</u>	<u>\$ 60,000</u>	<u>\$ 1,220,200</u>	<u>\$ 1,715,200</u>
<i>Total Expenditures:</i>	<u>435,000</u>	<u>60,000</u>	<u>1,220,200</u>	<u>1,715,200</u>
Ending Fund Balance	<u>1,323,912</u>	<u>8,957</u>	<u>2,104,999</u>	<u>3,437,868</u>
<i>Total Uses:</i>	<u>\$ 1,758,912</u>	<u>\$ 68,957</u>	<u>\$ 3,325,199</u>	<u>\$ 5,153,068</u>

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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.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
Grant Funding	\$ 121,235	\$ -	\$ -	\$ -
Miscellaneous Funding	-	-	-	-
Interest Income	<u>10,351</u>	<u>10,930</u>	<u>10,000</u>	<u>5,000</u>
<i>Total Revenues:</i>	131,586	10,930	10,000	5,000
Transfer In - General Fund	8,400	-	-	-
Transfer In - Fire Impact Fees Fund	5,844	-	-	-
Transfer In - Law Enforcement Impact Fees Fund	-	-	-	-
Fund Balance Carryforward	<u>3,902,406</u>	<u>1,919,495</u>	<u>1,945,122</u>	<u>1,753,912</u>
<i>Total Sources:</i>	<u>\$ 4,048,236</u>	<u>\$ 1,930,425</u>	<u>\$ 1,955,122</u>	<u>\$ 1,758,912</u>
Capital Outlay	\$ 2,128,741	\$ (14,697)	\$ 201,210	\$ 435,000
Ending Fund Balance	<u>1,919,495</u>	<u>1,945,122</u>	<u>1,753,912</u>	<u>1,323,912</u>
<i>Total Uses:</i>	<u>\$ 4,048,236</u>	<u>\$ 1,930,425</u>	<u>\$ 1,955,122</u>	<u>\$ 1,758,912</u>

**MUNICIPAL COMPLEX FUND
CAPITAL OUTLAY BUDGET DETAIL**

	<u>Capital Budget</u>	<u>Department</u>
<u>Projects:</u>		
Administrative Wing Renovation - FS 61	\$ 400,000	Fire Department
Renovation of EVAC Building	35,000	Parks & Recreation
	<u>\$ 435,000</u>	

Municipal Complex Fund

Municipal Complex Fund – Budget FY 13/14**Administrative Renovation – FS 61****FY 13/14: \$400,000**

The Administrative wing of FS 61 is in need of a major overhaul and renovation. A refresh and rehabilitation of the Operations side of the building in 2007/2008 made the facility more functional, cost-effective to operate and safer with the installation of a fire sprinkler system. The scope of this project is to refresh and renovate the Administrative wing which has space that is no longer used as constructed and is essentially dead space/storage. Upgrading this portion of the station will enhance the facility and increase its serviceability for several years.

Renovation to EVAC Building**FY 13/14: \$35,000**

The scope of this project is to relocate the Parks and Turf Maintenance employees from the trailer at the Depot to the newly acquired EVAC building. Both supervisors and 12 employees would report to work each morning at the new facility. All of the City's parks vehicles will be parked in the fenced in parking area. Costs are included to include start-up costs for ITSD (circuits, drops, alarms, phones, etc.), electrical (emergency exits/lighting), fencing, alarm installation and video cameras and installation.

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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.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
Grant Funding	\$ 455,615	\$ (329)	\$ -	\$ -
Interest Income	1,097	360	450	200
Other Income	-	-	-	-
<i>Total Revenues:</i>	<u>456,712</u>	<u>31</u>	<u>450</u>	<u>200</u>
Transfers In - General Fund	-	-	-	-
Transfers In - Impact Fee Fund	-	-	-	-
Fund Balance Carryforward	<u>377,195</u>	<u>269,530</u>	<u>76,507</u>	<u>68,757</u>
<i>Total Sources:</i>	<u>\$ 833,907</u>	<u>\$ 269,561</u>	<u>\$ 76,957</u>	<u>\$ 68,957</u>
Capital Outlay	\$ 564,377	\$ 193,054	\$ 8,200	\$ 60,000
Ending Fund Balance	<u>269,530</u>	<u>76,507</u>	<u>68,757</u>	<u>8,957</u>
<i>Total Uses:</i>	<u>\$ 833,907</u>	<u>\$ 269,561</u>	<u>\$ 76,957</u>	<u>\$ 68,957</u>

PARK PROJECT FUND
CAPITAL OUTLAY BUDGET DETAIL

	<u>Capital Budget</u>
<u>Projects:</u>	
Replace Playground - Manny Rodriguez Park	<u>\$ 60,000</u>
	<u><u>\$ 60,000</u></u>

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**REPLACEMENT EQUIPMENT FUND
SOURCES & USES**

The Replacement Equipment Fund was established to account 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.

<u>Description</u>	<u>Actual FY 10/11</u>	<u>Actual FY 11/12</u>	<u>Estimated Actual FY 12/13</u>	<u>Adopted Budget FY 13/14</u>
Grant Funding	\$ -	\$ -	\$ -	\$ -
Interest Income	3,841	13,796	7,500	9,800
Sale of Equipment	-	-	-	-
Other Income	-	-	-	-
<i>Total Revenues:</i>	<u>3,841</u>	<u>13,796</u>	<u>7,500</u>	<u>9,800</u>
Transfers In	1,050,000	1,050,000	1,050,000	1,050,000
Fund Balance Carryforward	<u>1,867,477</u>	<u>2,584,986</u>	<u>2,827,899</u>	<u>2,265,399</u>
<i>Total Sources:</i>	<u>\$ 2,921,318</u>	<u>\$ 3,648,782</u>	<u>\$ 3,885,399</u>	<u>\$ 3,325,199</u>
Capital Outlay	\$ 336,332	\$ 820,883	\$ 1,620,000	\$ 1,220,200
Ending Fund Balance	<u>2,584,986</u>	<u>2,827,899</u>	<u>2,265,399</u>	<u>2,104,999</u>
<i>Total Uses:</i>	<u>\$ 2,921,318</u>	<u>\$ 3,648,782</u>	<u>\$ 3,885,399</u>	<u>\$ 3,325,199</u>

**REPLACEMENT EQUIPMENT FUND
CAPITAL OUTLAY BUDGET DETAIL**

	Capital Budget	Department
<u>Computer Software and Equipment:</u>		
Tablet PC for Battalion 61	\$ 2,000	Fire Department
Computers (4) - Training & Community Rooms	6,000	Fire Department
New PC's	10,000	IT Department
Infrastructure Switches, Router & Peripheral Replacements	75,000	IT Department
Mobile Device Management	50,000	IT Department
IP Phone Refresh	15,000	IT Department
Server Blade Replacement	25,000	IT Department
WAN Optimization	20,000	IT Department
Firewall Redundancy	15,000	IT Department
Undelete Software	10,000	IT Department
Replacement UPS	15,000	IT Department
Auditing & Logging Solution	40,000	IT Department
Laserfische Quick Fields Software	1,200	City Clerk
Munis Contracts Software	5,000	City-wide Administration Staff
	<u>289,200</u>	
<u>Vehicles</u>		
Ford F250 Truck 4 x 2 (2)	48,000	Parks & Recreation
Clam Body Truck	129,000	Parks & Recreation
Heavy Duty Trailer	6,500	Parks & Recreation
	<u>183,500</u>	
<u>Equipment & Machinery</u>		
Fire Station Security Camera System - All stations & logistics	20,000	Fire Department
EMS Inventory Control System	23,000	Fire Department
Storage Shed @ Logistics & FS 62	8,000	Fire Department
Opticom Traffic Control Device for Fire Stations	65,000	Fire Department
Physical Security	50,000	IT Department
Reelmaster 6500 D Mower	48,000	Parks & Recreation
Fencing for Wes Crile Park	25,000	Parks & Recreation
Camera Upgrade @ Dewey Boster	25,000	Parks & Recreation
Camera Upgrade @ Wes Crile Park	15,000	Parks & Recreation
Camera Installation @ Veteran's Park	10,000	Parks & Recreation
Soccer Goals - Dewey Boster (2 sets)	7,000	Parks & Recreation
Bleachers - Dewey Boster (3 replacements)	7,500	Parks & Recreation
A/C Units - Wes Crile (Replacements)	99,000	Parks & Recreation
Splash Pad - Resurfacing	35,000	Parks & Recreation
Mobile Light Tower	26,000	Parks & Recreation
Digital Broadcast Equipment	84,000	Commission Chambers
	<u>547,500</u>	
<u>Radios</u>		
Radio Replacements	200,000	City-wide
	<u>200,000</u>	
	<u>\$ 1,220,200</u>	

Replacement Equipment Fund

Capital Equipment Replacement – Budget FY 13/14**FIRE DEPARTEMENT****Tablet PC for Battalion 61****FY 13/14: \$2,000**

Currently, the Battalion carries several books of Pre-Fire Plans. These plans are used to determine points of access, specific hazards, established fire walls, building construction and other pertinent information on commercial and target occupancies. These paper versions need to be updated at least quarterly and there are sometimes delays in providing this information in a timely manner. The ability to recall this information rapidly is imperative to incident mitigation and provides mission-critical information. Although units have Mobile Data Terminals (MDT's), these units do not provide rapid access to pre-fire plans and are not designed to store additional programs/data as they are tied to the VCSO CAD system. Not funding this project will result in the continued use of the current system which may not have up-to-date information for incident commanders.

Replacement Computers**FY 13/14: \$6,000**

The scope of this project includes replacement of computers at the Conference/Training room at FS 61 and the Training/Community room at FS 62. The current laptops are used for special projects and/or light-duty personnel and are old and outdated. Both of these units are not able to be updated per ITSD and need to be replaced.

Fire Station Security Camera System**FY 13/14: \$20,000**

The Fire Department currently has only video surveillance cameras at Fire Station 61. These cameras have proven helpful to VCSO and add a level of security to the facilities as well as employee vehicles in the parking lots. There have been incidents of vandalism and theft from employee vehicles at stations. This project would expand our current capabilities to protect the City's facilities and assets, as well as City employees.

EMS Inventory Control System**FY 13/14: \$23,000**

The EMS Vending Machine is a product designed to better manage and reduce the waste associated with maintaining stock levels (mostly medications) required to deliver Advanced Life Support (ALS) services. Similar sized agencies (Sanford, Winter park) have seen savings of more than \$5,000/year in reduced and managed EMS supply inventory. Although the ROI is approximately five years, this is a long-term solution to an on-going problem.

Replacement Equipment Fund

Storage Sheds – Logistics & FS 62

FY 13/14: \$8,000

Storage space at both Logistics and FS 62 has become limited. As the fire service grows and we need to be prepared for the inevitable, it is important to maintain a minimum supply level and house extra equipment that can be deployed at a moment’s notice. FS 62 houses the City’s Special Operations trailers and excess equipment. Much of this equipment needs to be stored for immediate deployment, not in trailers and therefore access to supplies currently is not immediate. The Logistics division maintains a stock level of various equipment including bunker gear, spare uniforms, medical supplies and rehabilitation supplies. Some of these supplies were provided by the State of Florida and are an excellent stockpile but take up valuable floor space at the Lombardy facility. A shed at both of these locations would greatly enhance the Fire Department’s preparedness for all hazards.

Opticom Traffic Control Devices (5)

FY 13/14: \$65,000

Currently, Emergency Traffic Signals are activated by a wall button at each fire station. There are times when electrical pulses or lightning strikes render the switch inoperable or the timing of the lights does not correspond correctly with the responding apparatus. When the lights fail to activate, or activate prematurely, confusion is caused with drivers on the major thoroughfares in Deltona where stations are located, causing potential delays in response times, traffic accidents or even crashes involving a responding fire apparatus.

INFORMATION TECHNOLOGY SERVICES DEPARTMENT

New PC’s

FY 13/14: \$10,000

ITSD is implementing a process whereby PC’s are replaced on a staggered schedule so that the City does not incur a large replacement expense in any given year as was done in the past. Doing so will prevent a large decrease in productivity by disrupting staff with such a large deployment. This will also allow the City to better manage the City’s desktop environment with various models and to test out new technology and advancements.

Infrastructure Switches, Router & Peripheral Replacements

FY 13/14: \$75,000

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 faces a loss of service in some areas on the City network. Additionally, some network equipment is currently out of life cycle and is causing some service interruptions such as call delays and network issues. They replacements are needed so that City departments and personnel can continue to perform the job functions without interruption.

Replacement Equipment Fund

Mobile Device Management**FY 13/14:** \$50,000

ITSD has seen a sharp increase in the number of mobile devices that connect to the City's network for services. Every mobile phone, tablet, laptop and PC constitutes a potential security risk. Risk can bring down critical services with the introduction of viruses, malware or malicious intent resulting in data loss. A mobile device manager will enact policies that enforce security rules on devices and limit the risk present. This project would allow us to control devices in our environment as well as to set standards that must be adhered to in order to connect to City resources.

IP Phone Refresh**FY 13/14:** \$15,000

The City currently has phones that are over seven years old and, as a result, we experience continual issues throughout the City. Some of these phones are not completely compatible with our current phone system, are out of their lifecycle and are no longer supported.

Server Blade Replacements**FY 13/14:** \$25,000

All of the City's critical applications that provide critical services run on Dell server blades that are running out of warranty. These devices cannot be extended and need to be replaced so we can ensure 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.

WAN Optimization**FY 13/14:** \$20,000

The scope of this project is to provide a reliable method to take data offsite to our COOP site at Deltona Water. This solution will make our current network circuits a viable transport method and eliminate the need to increase network bandwidth. The current method to take data offsite to Deltona Water is by either tape or disk which decreases recovery points and adds a lot of staff time to physically transport the data.

Firewall Redundancy**FY 13/14:** \$15,000

Implementation of this project will provide another secure internet connection in the event of a network failure. It will utilize a redundant internet connection that is at Deltona Water to provide an alternative route out to the internet.

Undelete Software**FY 13/14:** \$10,000

With the increase of data usage, more and more end users are coming to ITSD to restore files they accidentally or inadvertently delete. By not funding this software, the risk to end users is that they may not be able to cover deleted files when needed. This solution will ensure that those files can be restored and reduce ITSD staff time in the recovery of those files.

Replacement Equipment Fund

Replacement UPS **FY 13/14: \$15,000**

The scope of this project is to replace UPS boxes that are damaged or in need of replacement due to age. UPS boxes provide essential protection from power fluctuations and lightning strikes by allowing services to remain online during storms without interruption.

Auditing and Logging Solution **FY 13/14: \$40,000**

Implementation of this solution will allow the City to centralize auditing and security logs for all equipment. Without this software, the logs are often out of date and do not follow industry compliance rules set by security standards such as PCI.

Physical Security **FY 13/14: \$50,000**

Funding this project would allow ITSD to implement security solutions such as cameras and card readers on the server/storage doors for rooms and cabinets that house ITSD equipment.

PARKS AND RECREATION

F-250 Truck 4 x 2 **FY 13/14: \$24,000**

This replacement vehicle will be used to transport mowers and other equipment to/from park facilities throughout the City. Fleet Maintenance is recommending that the current vehicle, PR-0311, be replaced as there have been failures with several main components and it is not financially prudent to continue to repair it. PR-0311 is a 2003 model and has 101, 200 miles.

F-250 Truck 4 x 2 **FY 13/14: \$24,000**

This replacement vehicle will be used to transport supplies and equipment from City Hall to other Park facilities throughout the City. This is a replacement vehicle for PR-0015 which is a 2000 model and currently has 106,023 miles.

Clam Body Truck **FY 13/14: \$129,000**

This replacement vehicle is utilized to pick up and haul debris to the landfill and is necessary for daily operations and emergencies of the Parks and Recreation Department. The current vehicle was originally purchased and utilized by Public Works in 1996 and then transferred to the Parks and Recreation Department in 2006. Fleet Maintenance is recommending replacing the vehicle as it is unable to reach a speed higher than 55 MPH and has extreme difficulty with any incline. The vehicle is frequently in Fleet Maintenance for service and has 136,000 miles.

Replacement Equipment Fund

Heavy Duty Trailer **FY 13/14: \$6,500**

This trailer would be used to transport the 6500-D mower as well as the new 5510 mower throughout the City and to/from Fleet Maintenance. To meet the Department's needs, the trailer will need to be at least 18' in length and 8 feet wide with ramps in the rear, as opposed to a tailgate.

Reelmaster 5510 Mower **FY 13/14: \$48,000**

This mower will be used to mow all nine athletic fields at the Dewey Boster Soccer Complex. The mower is intended to replace is a 6500-D model and was purchased when Dewey was constructed back in 2003. At present it has 3,034 hours and it is recommended to be replaced at 2,500 hours. Toro will be discontinuing the 6500-D and replacing it with a newer version called the ReelMaster 5510, which is what is being requested.

Fencing – Wes Crile Park **FY 13/14: \$25,000**

The scope of this project includes the installation of an aluminum picket style perimeter fence, similar to what was installed at Harris Saxon Park. The previous fence was removed and taken down in conjunction with the road construction on Ft. Smith.

Camera Upgrade – Dewey Boster **FY 13/14: \$25,000**

The scope of this project includes installation/upgrading of video cameras at Dewey Boster Soccer Complex. This includes the installation of cameras at Dewey Boster to monitor patron usage and provide surveillance to protect City property throughout the Soccer Complex. In lieu of monitoring and recording the footage through the Water Department, the cameras will be monitored via the computer at the Parks and Recreation Department, similar to Harris Saxon and Thornby Parks.

Camera Upgrade – Wes Crile **FY 13/14: \$15,000**

The scope of this project includes installation/upgrading of video cameras at Wes Crile Park. This includes the installation of cameras at Wes Crile Park to monitor patron usage and provide surveillance to protect City property throughout the park. In lieu of monitoring and recording the footage through the Water Department, the cameras will be monitored via the computer at the Parks and Recreation Department, similar to Harris Saxon and Thornby Parks.

Camera Installation – Veteran's Museum Park **FY 13/14: \$10,000**

The scope of this project includes installation/upgrading of video cameras at Veteran's Museum Park. This includes the installation of cameras at Veteran's Museum Park to monitor patron usage and provide surveillance to protect City property throughout the park. In lieu of monitoring and recording the footage through the Water Department, the cameras will be monitored via the computer at the Parks and Recreation Department, similar to Harris Saxon and Thornby Parks.

Replacement Equipment Fund

Munis Contracts Software Implementation **FY 13/14: \$5,000**

This scope of this project is to bring the City's contacts process under the Munis software umbrella. The current contacts software has a limited number of licenses which limits the number of staff who can view and maintaining current project status and expiration/renewal dates. This project would be an add-on module to the City's current ERP system, Munis. The cost of this project will be shared with the Deltona Water as there will be end users from both cost centers.

Digital Broadcast Equipment **FY 13/14: \$84,000**

The broadcast equipment currently in use is in analog format. The broadcast industry has transitioned to digital format, and as a result, the current equipment is obsolete, and in many cases, replacement parts are unavailable. The manufacturers are no longer providing support for the equipment.

CITY-WIDE

Radio Replacements **FY 13/14: \$200,000**

This project is a multi-year project with initial estimates at approximately \$1,000,000 over five years. The Project 25 or P25 Initiative is a federally-mandated conversion of conventional analog Public Safety radios to a digital platform to permit interoperability between responders even if the responders are working with different radio systems / manufacturers to permit better / seamless on-scene communications at multijurisdictional incidents. The P25 conversion is mandated by no later than 2017; however, many of the city's radios will no longer be supported by the vendor after 2015 and parts will become scarce. This is a proactive approach to phasing in replacement of the entire radio fleet over a 4-5 year timeframe and encompasses all City departments that utilize radios.

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GENERAL DESCRIPTION

The Five-Year CIP is a systematically developed plan for the identification of the financing and acquisition of various public improvements over a period of five years. It is predicated on an in-depth understanding of community needs and financial resources available. The basic source data used in the development of CIP, in terms of selecting projects and establishing priorities, is the Comprehensive Plan, City Commission's Vision Planning, and other identified departmental requirements. In this regard, the CIP must complement and support the capital improvement element of the Comprehensive Plan. However, unlike the capital improvement element, the CIP includes various other capital projects and equipment acquisition.

RELATIONSHIP TO THE OPERATING BUDGET

The capital improvements budget, unlike the operating budget, is a five-year plan which is updated annually. Only those projects scheduled during the first year of the plan will be funded and adopted as part of the City's Annual Budget.

PURPOSE

The purpose of the CIP is primarily as a planning document to alert the City of upcoming large financing requirements for needed public improvements and to develop financing strategies for their accomplishment. The impact on operations is also an important factor in that any increases to operating costs must be covered by that fiscal year's anticipated operating revenues.

PROCESS

The compilation stage of the CIP is targeted to be completed during the FY 13/14 budget process to begin the discussion stage of the CIP process. The length of the process is designed to allow time to draft the CIP so that operating impacts are known and included in the proposed operating budget, but allows time to be able to review the operating budget priorities and weigh those against the funding needs of the projects prior to making the final decisions on the CIP.

**GOVERNMENTAL FUNDS
FIVE YEAR CAPITAL IMPROVEMENT PLAN
SUMMARY BY FUNDING SOURCE**

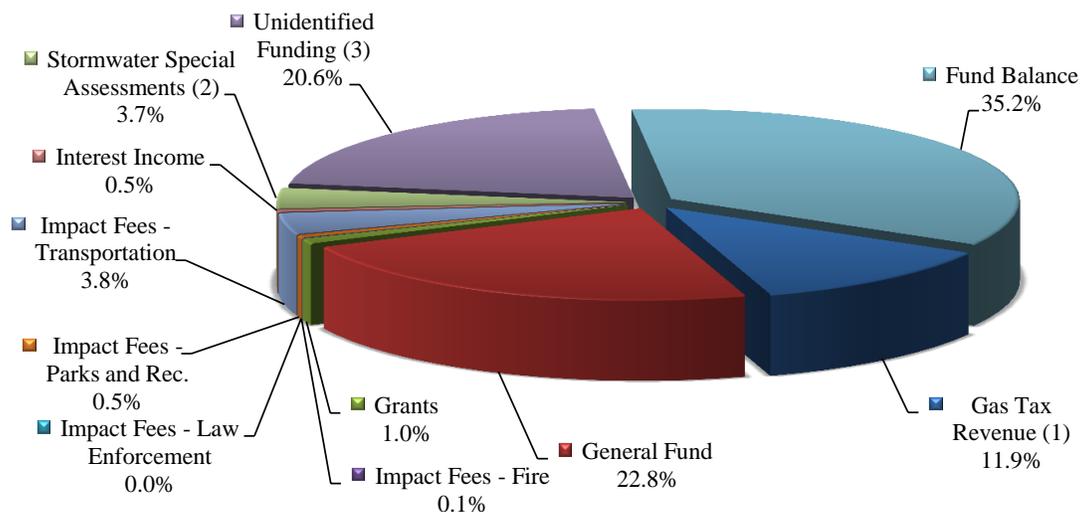
Funding Source	Budget	Planned				Total
	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	
Gas Tax Revenue (1)	\$ 511,225	\$ 529,075	\$ 548,575	\$ 562,925	\$ 580,950	\$ 2,732,750
General Fund	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	5,250,000
Grants	218,977	-	-	-	-	218,977
Impact Fees - Fire	3,210	3,210	3,210	3,210	3,210	16,050
Impact Fees - Law Enforcement	1,740	1,740	1,740	1,740	1,740	8,700
Impact Fees - Parks and Recreation	23,340	23,340	23,340	23,340	23,340	116,700
Impact Fees - Transportation	175,000	175,000	175,000	175,000	175,000	875,000
Interest Income	29,320	28,180	23,670	20,690	12,410	114,270
Stormwater Special Assessments (2)	284,100	226,200	165,850	112,500	57,100	845,750
Unidentified Funding (3)	-	-	2,000,000	2,000,000	750,000	4,750,000
Draw from (transfer) to CIP Fund Balance	4,768,688	1,454,955	833,615	769,995	265,750	8,093,003
	<u>\$ 7,065,600</u>	<u>\$ 3,491,700</u>	<u>\$ 4,825,000</u>	<u>\$ 4,719,400</u>	<u>\$ 2,919,500</u>	<u>\$ 23,021,200</u>

- (1) Tax revenues in excess of related operating expenditures and debt service.
- (2) Assessment revenue in excess of related operating expenditures and debt service
- (3) If funding does not materialize the related capital outlay will be adjusted as needed.

CIP Fund Balance:

Beginning CIP reserve	\$ 11,923,444	\$ 7,154,756	\$ 5,699,801	\$ 4,866,186	\$ 4,096,191
Draw (from) addition to reserve	<u>(4,768,688)</u>	<u>(1,454,955)</u>	<u>(833,615)</u>	<u>(769,995)</u>	<u>(265,750)</u>
Ending CIP reserve	<u>\$ 7,154,756</u>	<u>\$ 5,699,801</u>	<u>\$ 4,866,186</u>	<u>\$ 4,096,191</u>	<u>\$ 3,830,441</u>

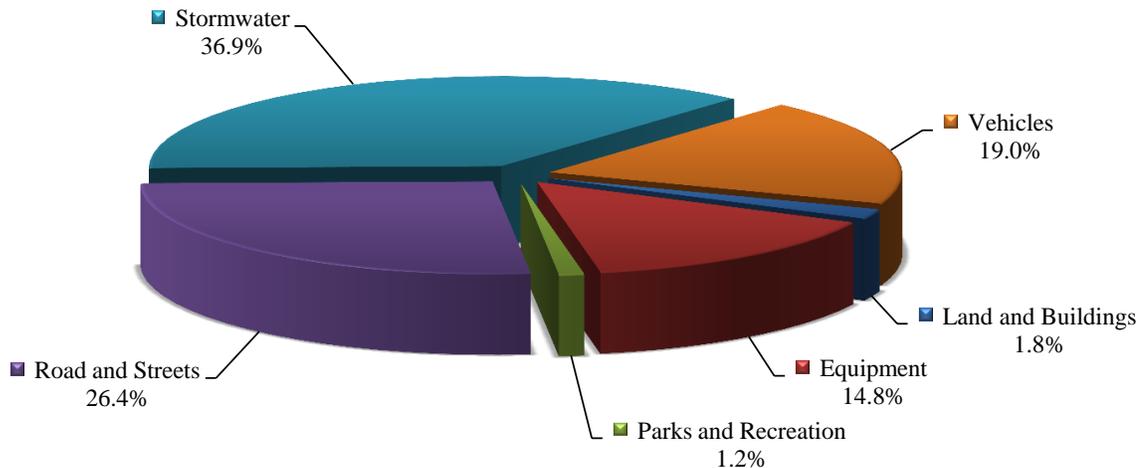
Total 5-Year CIP By Funding Source



**GOVERNMENTAL FUNDS
FIVE YEAR CAPITAL IMPROVEMENT PLAN
SUMMARY BY PROJECT TYPE**

Project	Budget	Planned				Total
	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	
Land and Buildings - Fire Station	\$ 408,000	\$ -	\$ -	\$ -	\$ -	\$ 408,000
Land and Buildings - Parks & Recreation	-	-	-	-	-	-
Equipment	1,139,700	885,700	649,000	532,000	202,500	3,408,900
Road Construction	2,325,000	500,000	1,250,000	-	-	4,075,000
Park Projects	265,000	-	-	-	-	265,000
Road Resurfacing	500,000	-	-	750,000	750,000	2,000,000
Sidewalks	-	-	-	-	-	-
Stormwater - Capital Improvement	1,827,900	694,000	1,475,000	2,106,000	550,000	6,652,900
Stormwater - Renewal and Replacement	423,000	420,000	395,000	298,400	295,000	1,831,400
Vehicles	177,000	992,000	1,056,000	1,033,000	1,122,000	4,380,000
	<u>\$ 7,065,600</u>	<u>\$ 3,491,700</u>	<u>\$ 4,825,000</u>	<u>\$ 4,719,400</u>	<u>\$ 2,919,500</u>	<u>\$ 23,021,200</u>

Total 5-Year CIP By Project Type



**ENTERPRISE FUND
FIVE YEAR CAPITAL IMPROVEMENT PLAN
SUMMARY BY FUNDING SOURCE**

Funding Source	Budget	Planned				Total
	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	
Interest Income	\$ 80,000	\$ 54,800	\$ 52,800	\$ 61,000	\$ 75,500	\$ 324,100
Utility Assessment Fees	350,500	358,000	366,000	374,000	383,000	1,831,500
Utility Operating Fund (1)	3,456,902	3,353,079	3,403,158	4,137,158	4,808,158	19,158,455
Grants	1,896,000	1,280,000	80,000	200,000	1,100,000	4,556,000
Issuance of debt - State Revolving Fund	12,950,000	12,000,000	2,510,000	-	-	27,460,000
Draw from (transfer) to reserves	<u>3,967,998</u>	<u>3,472,129</u>	<u>(250,358)</u>	<u>(3,041,583)</u>	<u>(2,761,158)</u>	<u>1,387,028</u>
	<u>\$22,701,400</u>	<u>\$20,518,008</u>	<u>\$ 6,161,600</u>	<u>\$ 1,730,575</u>	<u>\$ 3,605,500</u>	<u>\$ 54,717,083</u>

- (1) Operating revenues in excess of related exp
- (2) Bond Sinking Fund & Customer Deposits.
- (3) Restricted by State Law but available for qualifying capital outlay.
- (4) Restricted by bond covenants for renewal & replacement. Available for R & R capital outlay.
- (5) Benchmark is six months of operating expenses.

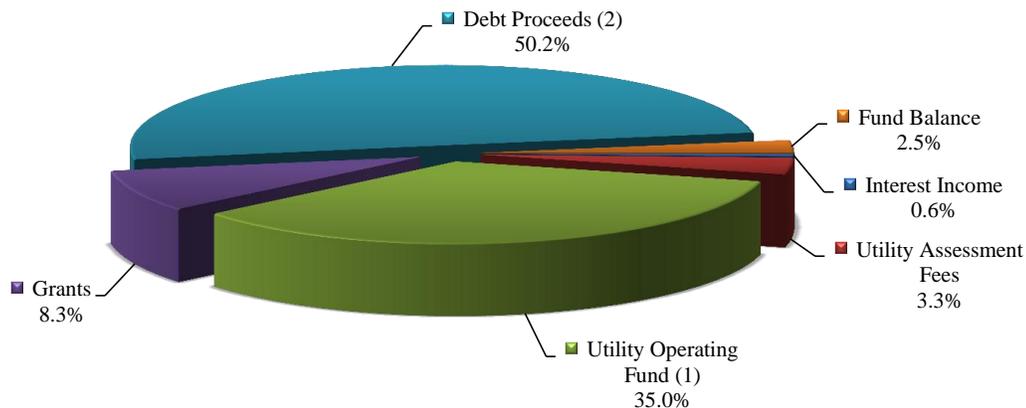
Reserves:

Reserve	\$17,876,049	\$13,908,051	\$10,435,922	\$10,686,280	\$13,727,863
Draw (from) addition to reserve	<u>(3,967,998)</u>	<u>(3,472,129)</u>	<u>250,358</u>	<u>3,041,583</u>	<u>2,761,158</u>
Ending Reserves	<u>\$13,908,051</u>	<u>\$10,435,922</u>	<u>\$10,686,280</u>	<u>\$13,727,863</u>	<u>\$16,489,021</u>

Reserve Components:

Restricted (2)	\$ 5,308,000	\$ 5,637,000	\$ 5,753,000	\$ 5,850,000	\$ 5,944,000
Restricted - Impact Fees (3)	90,500	90,000	90,000	90,000	90,000
Restricted - Renewal & Replacement (4)	956,000	1,022,000	1,079,000	1,133,000	1,189,000
Operating Reserve (5)	-	-	-	-	1,500,000
Unassigned	<u>7,553,551</u>	<u>3,686,922</u>	<u>3,764,280</u>	<u>6,654,863</u>	<u>7,766,021</u>
Total Reserves	<u>\$13,908,051</u>	<u>\$10,435,922</u>	<u>\$10,686,280</u>	<u>\$13,727,863</u>	<u>\$16,489,021</u>

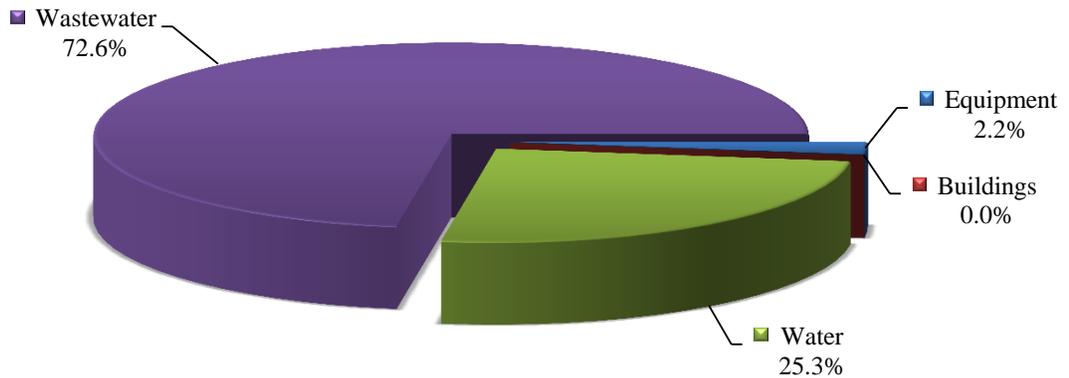
Total 5-Year CIP By Funding Source



**ENTERPRISE FUND
FIVE YEAR CAPITAL IMPROVEMENT PLAN
SUMMARY BY PROJECT TYPE**

Project	Budget	Planned				Total
	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	
Vehicle & Equipment	\$ 442,252	\$ 200,203	\$ 225,302	\$ 163,746	\$ 159,505	\$ 1,191,008
Water	5,923,616	5,088,086	790,856	1,049,463	973,820	13,825,841
Wastewater	<u>16,335,532</u>	<u>15,229,719</u>	<u>5,145,442</u>	<u>517,366</u>	<u>2,472,175</u>	<u>39,700,234</u>
	<u>\$ 22,701,400</u>	<u>\$ 20,518,008</u>	<u>\$ 6,161,600</u>	<u>\$ 1,730,575</u>	<u>\$ 3,605,500</u>	<u>\$ 54,717,083</u>

Total 5-Year CIP By Project Type



**ESTIMATED OPERATING
BUDGET IMPACTS OF SELECTED
CAPITAL IMPROVEMENT PROJECTS**

The following projects are expected to generate incremental operating costs and therefore impact future operating budgets. This list is not all inclusive but does include the most significant projects whose operating budget impacts have been quantified.

	<u>FY 14 / 15</u>	<u>FY 15 16</u>	<u>FY 16 / 17</u>	<u>FY 17 / 18</u>
<u>Public Safety:</u>				
No major projects (1)	\$ -	\$ -	\$ -	\$ -
<u>Transportation:</u>				
No major projects (1)	\$ -	\$ -	\$ -	\$ -
<u>Culture & Recreation:</u>				
No major projects (1)	\$ -	\$ -	\$ -	\$ -
Total - Governmental Funds	\$ -	\$ -	\$ -	\$ -

Wastewater - New Multi-Year Eastern Wastewater Treatment Plant

Estimated Completion: 2015

	6	8	8	8
Additional Staffing (# New Personnel)				
Additional Staffing Costs	\$ 225,000	\$ 600,000	\$ 625,000	\$ 650,000
Materials (R&R)	10,000	35,000	40,000	45,000
Membrane Replacement	-	-	125,000	125,000
Chemicals	75,000	100,000	125,000	150,000
Utilities	400,000	550,000	575,000	600,000
Biosolids Treatment	100,000	200,000	225,000	250,000
Water Testing Services	20,000	45,000	50,000	50,000
Misc. Tools & Supplies	25,000	25,000	25,000	25,000
Training, etc.	15,000	15,000	20,000	20,000
Total - Enterprise Funds	870,000	1,570,000	1,810,000	1,915,000

(1) Due to the general state of the economy over the past several years, the City has significantly reduced its capital spending. The majority of projects presented in this budget represent those that are more renewal and/or replacement in nature therefore, additional future operating costs are not anticipated with the exception of the Eastern Wastewater Treatment Plant.

DEBT MANAGEMENT**LEGAL DEBT MARGIN**

The City is not required by law to set a legal debt margin. However, the City complies with all bond covenants as well as the City's Debt Policies.

GENERAL OBLIGATION DEBT

The City has no general obligation debt.

BOND COVENANTS

Debt Service coverage and requirements on all outstanding bonds have been met or exceeded, in accordance with the bond covenants.

DEBT ADMINISTRATION

On November 6, 2003, the City issued Utility System Revenue Bonds, Series 2003, in the amount of \$81,725,000. On September 10, 2013 the City issued the Utility System Refunding Revenue Bonds, Series 2013 in the amount of \$79,745,000 and transferred the required funds into escrow to retire the 2003 bonds on October 10, 2013.

On July 12, 2006 the City issued Transportation Capital Improvement Revenue Bonds, Series 2006, in the amount of \$18,240,000.

On April 8, 2009, the City issued the Stormwater Special Assessment Note, Series 2009 in the amount of \$6,569,345.

On March 29, 2011, the City entered into a Clean Water State Revolving Fund loan agreement with Florida Water Pollution Control Financing Corporation in the amount of \$1,445,904. On April 15, 2013 the City executed and amended this agreement for an additional amount of \$27,935,641.

UTILITY SYSTEM SWAPTION CONTRACT

On August 15, 2006, in order to accomplish a synthetic refunding of the 2003 Utility Bonds, the City entered into a contract with a swap provider that granted them an option to compel the City to enter into an interest rate swap and have the City issue variable rate bonds on or about October 1, 2013 to refinance the Utility System Revenue Bonds, Series 2003. In exchange for this contract the City received an up-front payment of \$3,206,837 which was the estimated present value of the savings the City would have achieved had it actually been able to retire and refinance the 2003 Bond issue at that time. Since the 2003 Bonds were not callable until 2013 they could not actually be retired in 2006.

However, interest rate market conditions did not turn out in favor of the City and since the swap provider was expected to exercise this option the City began in February of 2012 to assemble a team of professionals to determine the best course of action for the City. This team included a Financial Advisor, Bond Counsel and Disclosure Counsel as well as City staff. Throughout the summer of 2013 options were evaluated and presented to the City Commission for discussion and direction.

DEBT MANAGEMENT – Continued

Ultimately, it was decided that it was in the best interest of the City to terminate the swap agreement, refund the Utility System Bonds, Series 2003 and issue the Utility System Refunding Revenue Bonds, Series 2013, at fixed rates.

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 new bonds have been assigned an “A” rating from Standard and Poor’s Corporation and a “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 of \$16.39 million. The bonds are collateralized by a pledge of the net revenues of the System.

The City transferred the required funds into escrow on September 10, 2013 and the Utility System Revenue Bonds, Series 2003 will be retired on October 10, 2013.

CLEAN WATER STATE REVOLVING FUND LOAN (SRF Loan)

On March 29, 2011, the City entered into a Clean Water State Revolving Fund 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, in the amount of \$1,445,904, will be disbursed at 3 different milestone events. The first and second milestones have been reached and \$942,133 has been disbursed to date. The third disbursement will be received after the Department has accepted the executed procurement contracts for construction.

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. Semiannual loan payments shall be in the amount of \$913,921 beginning on June 15, 2015.

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, a A1 from Moody’s Investor Service, and an “A+” from FITCH.

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.

BOND INDEBTEDNESS

<u>Outstanding Bonds as of 10/1/13</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
Utility System Revenue Bonds, Series 2013	<u>\$ 79,745,000</u>	<u>\$ 65,298,105</u>	<u>\$ 145,043,105</u>

DEBT SERVICE PAYMENT SCHEDULE

Utility System Revenue Bonds, Series 2013

<u>Payment Date</u>	<u>Coupon</u>	<u>Principal Due</u>	<u>Interest Due</u>	<u>Payment Due</u>	<u>Fiscal Year Total</u>
4/1/2014		\$ -	\$ 2,177,071	\$ 2,177,071	\$ 2,177,071
10/1/2014	2.000%	1,290,000	1,949,616	3,239,616	
4/1/2015		-	1,936,716	1,936,716	5,176,331
10/1/2015	4.000%	1,540,000	1,936,716	3,476,716	
4/1/2016		-	1,905,916	1,905,916	5,382,631
10/1/2016	5.000%	1,605,000	1,905,916	3,510,916	
4/1/2017			1,865,791	1,865,791	5,376,706
10/1/2017	4.000%	1,885,000	1,865,791	3,750,791	
4/1/2018			1,828,091	1,828,091	5,578,881
10/1/2018	4.000%	1,955,000	1,828,091	3,783,091	
4/1/2019			1,788,991	1,788,991	5,572,081
10/1/2019	5.000%	2,035,000	1,788,991	3,823,991	
4/1/2020			1,738,116	1,738,116	5,562,106
10/1/2020	4.500%	2,135,000	1,738,116	3,873,116	
4/1/2021			1,690,078	1,690,078	5,563,194
10/1/2021	5.000%	2,230,000	1,690,078	3,920,078	
4/1/2022			1,634,328	1,634,328	5,554,406
10/1/2022	5.000%	2,345,000	1,634,328	3,979,328	
4/1/2023			1,575,703	1,575,703	5,555,031
10/1/2023	(Note 1)	2,460,000	1,575,703	4,035,703	
4/1/2024			1,518,628	1,518,628	5,554,331
10/1/2024	5.000%	2,575,000	1,518,628	4,093,628	
4/1/2025			1,454,253	1,454,253	5,547,881
10/1/2025	(Note 1)	2,705,000	1,454,253	4,159,253	
4/1/2026			1,395,903	1,395,903	5,555,156
10/1/2026	(Note 1)	2,820,000	1,395,903	4,215,903	
4/1/2027			1,336,450	1,336,450	5,552,353
10/1/2027	5.000%	2,940,000	1,336,450	4,276,450	
4/1/2028			1,262,950	1,262,950	5,539,400

DEBT SERVICE PAYMENT SCHEDULE

Utility System Revenue Bonds, Series 2013 (Continued)

<u>Payment Date</u>	<u>Coupon</u>	<u>Principal Due</u>	<u>Interest Due</u>	<u>Payment Due</u>	<u>Fiscal Year Total</u>
10/1/2028	5.125%	3,085,000	1,262,950	4,347,950	
4/1/2029			1,183,897	1,183,897	5,531,847
10/1/2029	5.250%	3,245,000	1,183,897	4,428,897	
4/1/2030			1,098,716	1,098,716	5,527,613
10/1/2030	5.250%	3,415,000	1,098,716	4,513,716	
4/1/2031			1,009,072	1,009,072	5,522,788
10/1/2031	5.250%	3,595,000	1,009,072	4,604,072	
4/1/2032			914,703	914,703	5,518,775
10/1/2032	5.000%	3,785,000	914,703	4,699,703	
4/1/2033			820,078	820,078	5,519,781
10/1/2033	5.000%	3,975,000	820,078	4,795,078	
4/1/2034			720,703	720,703	5,515,781
10/1/2034	5.125%	4,120,000	720,703	4,840,703	
4/1/2035			615,128	615,128	5,455,831
10/1/2035	5.125%	4,335,000	615,128	4,950,128	
4/1/2036			504,044	504,044	5,454,172
10/1/2036	5.125%	4,555,000	504,044	5,059,044	
4/1/2037			387,322	387,322	5,446,366
10/1/2037	5.125%	4,790,000	387,322	5,177,322	
4/1/2038			264,578	264,578	5,441,900
10/1/2038	5.125%	5,035,000	264,578	5,299,578	
4/1/2039			135,556	135,556	5,435,134
10/1/2039	5.125%	5,290,000	135,556	5,425,556	5,425,556
TOTAL		<u>\$ 79,745,000</u>	<u>\$ 65,298,105</u>	<u>\$ 145,043,105</u>	<u>\$ 145,043,105</u>

Note 1:

10/01/2023 Maturity

5.000%	\$ 1,575,000
4.000%	885,000
	<u>\$ 2,460,000</u>

10/01/2025 Maturity

4.000%	\$ 1,855,000
5.000%	850,000
	<u>\$ 2,705,000</u>

10/01/2026 Maturity

4.125%	\$ 2,525,000
5.000%	295,000
	<u>\$ 2,820,000</u>

BOND INDEBTEDNESS

<u>Outstanding Bonds as of 10/1/13</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
Transportation Capital Improvement Revenue Bonds, Series 2006	\$ 13,775,000	\$ 5,175,101	\$ 18,950,101

DEBT SERVICE PAYMENT SCHEDULE

Transportation Capital Improvement Revenue Bonds, Series 2006

<u>Maturity Fiscal Year Ended</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
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

BANK NOTE

<u>Outstanding Note as of 10/1/13</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
Stormwater Special Assessment Note, Series 2009	\$ <u>5,723,772</u>	\$ <u>2,739,589</u>	\$ <u>8,463,361</u>

DEBT SERVICE PAYMENT SCHEDULE

Stormwater Special Assessment Note Series 2009

Maturity <u>Fiscal Year Ended</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
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
<i>TOTAL</i>	\$ <u>6,569,345</u>	\$ <u>4,016,221</u>	\$ <u>10,585,566</u>

PAY GRADE LISTING

Annual Salary Range
Revised September 21, 2012

Pay Grade	Minimum	Mid-point	Maximum
1	19,756.28	25,827.38	31,898.49
2	20,796.08	27,186.72	33,577.35
3	21,890.61	28,617.60	35,344.58
4	23,042.75	30,123.79	37,204.82
5	24,255.53	31,709.25	39,162.97
6	25,532.13	33,378.16	41,224.18
7	26,875.93	35,134.90	43,393.88
8	28,290.45	36,984.11	45,677.76
9	29,779.42	38,930.64	48,081.86
10	31,346.76	40,979.62	50,612.48
11	32,996.59	43,136.44	53,276.30
12	34,733.25	45,406.78	56,080.31
13	36,561.32	47,796.61	59,031.91
14	38,485.60	50,312.22	62,138.85
15	40,409.88	52,827.84	65,245.79
16	42,430.37	55,469.23	68,508.08
17	44,551.89	58,242.69	71,933.49
18	46,779.49	61,154.82	75,530.16
19	49,118.46	64,212.56	79,306.67
20	51,574.38	67,423.19	83,272.00
21	54,153.10	70,794.35	87,435.60
22	56,860.76	74,334.07	91,807.38
23	59,703.80	78,050.77	96,397.75
24	62,688.99	81,953.31	101,217.64
25	65,823.44	86,050.98	106,278.52
EBB	70,000.00	103,250.00	136,500.00

Water/wastewater Operator Pay Scale

50W	32,718.40	42,774.40	52,830.40
52W	35,729.31	46,710.71	57,692.12
54W	39,017.30	51,009.27	63,001.23
55W	40,773.08	53,304.68	65,836.29
56W	42,607.87	55,703.39	68,798.92

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

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

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.

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.

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.

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.

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.

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.

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.

ACRONYMS

ACH Automated Clearing House	EWWTTP Eastern Wastewater Treatment Plant
ADA American’s with Disabilities Act	FASB Financial Accounting Standards Board
CADD Computer Aided Draft Design	FDOT Florida Department of Transportation
CAFR Comprehensive Annual Financial Report	FMLA Family Medical Leave Act
CDBG Community Development Block Grant	FRDAP Florida Recreation Development Assistance Program
CDL Commercial Driver’s License	FWS Florida Water Services
CERT Community Emergency Response Team	FY Fiscal Year
CIP Capital Improvement Program	GASB Government Accounting Standards Board
CO Certificate of Occupancy	GFOA Government Finance Officers Association
COBRA Consolidated Omnibus Reconciliation Act	GIS Geographic Information System
COOP Continuity of Operations Plan	HBA Home Builder’s Association
CPR Cardiopulmonary Resuscitation	HTML - HyperText Markup Language
CRA Community Redevelopment Area	HUD U.S. Dept. of Housing and Urban Development
DCA Department of Community Affairs	HVAC Heating Ventilation and Air Conditioning
DOT Department of Transportation	IAFF International Association of Firefighters
DRC Development Review Committee	ISO Insurance Services Office
DTV Deltona Television Station	IT Intermittent
EBB Executive Broad Band	LOGT Local Option Gas Tax
ECHO Ecological, Cultural, Heritage and Outdoor Tourism	MPO Metropolitan Planning Organization
EKG Electrocardiogram	MUTCD Manual of Uniform Traffic Control Devices
EMS Emergency Medical Services	NFPA National Fire Protection Association
EOC Emergency Operations Center	NOAA National Oceanic and Atmospheric Administration
EPA Environmental Protection Agency	NPDES National Pollutant Discharge Elimination System
ERP Enterprise Resource Planning (Software)	NSP Neighborhood Stabilization Program
ERU Equivalent Residential Unit	
EVAC Volusia County Emergency Medical Services Division	

ACRONYMS (Continued)

- OSHA** Occupational Safety & Health Administration
- PC** Personal Computer
- PODs** Personal On-Demand Storage Unit
- PUD** Planned Unit Development
- RAS** Return Activated Sludge
- 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
- TOP** Transportation Outreach Program
- TRIM** -Truth in Millage Law
- UCF** University of Central Florida
- UPS** Universal Power Supply
- USAR** Urban Search and Rescue
- VCSSO** Volusia County Sheriff's Office
- VGMC** Volusia Growth Management Commission
- WWTP** Wastewater Treatment Plant