

CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Mayor and Commission
From: Faith G. Miller, City Manager
Subject: Weekly Courtesy Report
Date: March 18, 2011

2011 Volusia League of Cities Distinguished Service Awards:

I am pleased to share with you that Commissioner Michael Carmolingo has been chosen as a finalist for the Volusia League of Cities' "2011 Elected Official of the Year" award, and Dave Denny, Deputy City Manager, has also been chosen as a finalist for the "2011 Employee of the Year" award. The Annual Distinguished Service Awards Banquet will be held on May 26, 2011 from 6:00 – 9:00 p.m. at The Club at Pelican Bay in Daytona Beach. For more information, see Exhibit A.

Lake Windsor Update from City Attorney:

No change from previous week's update. Lake Windsor - Appraisals were ordered. As soon as the appraisals are received, copies will be provided to the property owners and a price for the easements will be negotiated.

Financial Status Report:

Attached for your information as Exhibit B is the Financial Status Report for the time period ended January 31, 2011, including the Investment Account Balances for the same time period.

Beautification Board activities:

Members of the City's Beautification Advisory Board along with help from Public Works' personnel will be working on the Saxon/I-4 entrance sign installing new plantings beginning at 1:30 this afternoon. They will also be doing a street clean-up on Howland Blvd., between Providence and Elkcam Blvds., on Saturday, from 9:00 a.m. to 11:00 a.m. They will be meeting at the Winn Dixie parking lot at Howland and Catalina Blvds. Special thanks to these special residents and City staff for their efforts to keep our City clean!

NSP Update:

As you aware, our first NSP closing did occur on Friday, March 11th, for property on Sweet Springs Street. We have scheduled a Media/Photo Opportunity and Ribbon-Cutting for Monday, March 21st at 11:00 a.m. at 2713 Sweet Springs Street.

CITY MANAGER'S OFFICE

2345 Providence Boulevard, Deltona, Florida 32725

(386) 878-8100 Fax (386) 878-8851

Webpage: www.Deltonafl.gov

Fort Smith Blvd. Construction Project:

There will be a public information meeting regarding the next phase of construction of Ft. Smith Blvd. from Providence Blvd. to Primrose Terrace. The meeting will take place at City Hall on Tuesday, March 22nd, from 6:30 – 8:30 p.m. See attached Exhibit B for more information.

Advisory Board Openings:

Presently, we have the following openings on our City advisory boards:

- **Beautification Advisory Board:** One opening (Vice Mayor Treusch's appointment); no applicants.
- **Economic Development Advisory Board:** Two openings (Vice Mayor Treusch and Commissioner Lowry's appointments); no applicants.
- **Planning & Zoning Board:** We have three terms expiring this month, two of the three have indicated that they wish to be re-appointed (Vice Mayor Treusch's and Commissioner Lowry's appointments); we are contacting the third individual to see if she wishes to be considered for re-appointment (Commissioner Carmolingo's appointment); we also have another individual who resigned (Commissioner Herzberg's appointment); therefore at present we have four (4) openings and no applicants. Consideration of possible re-appointments as the Commission chooses will be included on the April 4th Commission agenda.
- **William S. Harvey Scholarship Selection Committee:** All terms expire on June 30th; we will be posting these openings in April and contacting the present Committee members to see if they wish to be considered for re-appointment as well.

We run advisory board/committee openings on D-TV, City's WebPage, bulletin boards, and issue press releases, as well as use our email "blast system" to notify residents of these openings. We are seeking the Commission's assistance in encouraging individuals to apply for these positions. The application is available on-line through the City's WebPage, as well as by FAX, email or regular mail by contacting the City Clerk's Office at 878-8500.

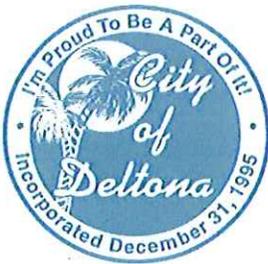
Ongoing/Upcoming Events:

- **Media/Photo Opportunity and Ribbon-Cutting for 1st NSP House** - Monday, March 22nd, 11:00 a.m. - 2713 Sweet Springs Street.
- **Regular City Commission Meeting** – Monday, March 21st, 6:30 p.m. – Commission Chambers
- **City Commission Workshop Meeting** – Tuesday, March 22nd, 4:30 p.m., 2nd fl. Conference Room; Continuation of the discussion regarding the proposed changes to the City's Sign ordinance
- **Fort Smith Blvd. Public Information Meeting** – Tuesday, March 22nd, 6:30 p.m., Commission Chambers
- **Volusia League of Cities Dinner** – Thursday, March 24th, 6:30 p.m., hosted by County of Volusia at the Ocean Center, Daytona Beach
- **Farmer's Market** – Every Saturday, 1649 Providence Blvd., 8:00 a.m – Noon

- **Flu Shots** – Available at Fire Station 61, Monday thru Friday, 9:00 a.m. – 4:00 p.m., and Saturdays from 9:00 a.m. – Noon. Cost is \$25/person. Cash, check, Visa and MasterCard are accepted; the only insurance accepted is Medicare part B.



Faith G. Miller
City Manager



CITY OF DELTONA

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CITY MANAGER'S OFFICE:

COMMUNICATION: 3/16/2011

- Completed production of the City Newsletter.
- Used Facebook and Twitter to communicate a reminder about the Ability Fair, a road closure and a prescribed burn in Lyonia.
- Working with Cheryl Atkins regarding the public education component of the EECBG program.
- Working with Jerry Mayes regarding the proposed "Business of the Month" program for local small businesses.
- Working with Planning & Development regarding the Media/News event—the Ribbon-Cutting Ceremony for the 1st NSP House Sold in Deltona.
- Provided information regarding the costs to televise Commission Workshops.
- Videotaped the Ability Fair, that occurred at City Hall on Saturday March 12th.
- Updated the Program Schedule for DeltonaTV for the week of March 20th.

Media Relations ~

- Spoke with Jason Allen of WFTV/Ch 9 regarding the residency requirements for City employees.
- Spoke with Al Everson of the DeLand Beacon regarding the Commission's actions for the City's Summer Youth Programs.
- Spoke with Al Everson of the DeLand Beacon regarding the demolition of four condemned properties in Deltona and the City's role in the demolition.
- Spoke with a representative of the Vose Attorneys office in Orlando, regarding Deltona's selection process for a City Attorney.

Press Releases ~

- Foreclosure Prevention Workshop.
- Issued Media/News Opportunity Alert for the 1st NSP House Sold in Deltona.

Economic Development ~ 3/18/2011

- Met with Fire Marshall C. Nabicht and Fire Chief R. Staples. Discussed the issues that Economic Development and Fire Inspection are at odds with. Resolutions and agreements were made and this will be fully reported on under separate letterhead to City Manager and Deputy City Manager.
- Prepared and sent revised (to 10-Years) Commercial Property Tax Moratorium to Mayor and Commissioners.
- Working with Scott McGrath on Volusia County DOED prospect Bravo November call center. Request was received 03/14/2011 with a reply back to DOED by 03/15/2011; the deadline was met. The submittal was for former Winn Dixie at Deltona Plaza, former General Dollar at Deltona Plaza, and former Winn Dixie at Courtland Blvd. and Doyle Road.

- Attended the March Deltona Economic Development Advisory Board (DEDAB) meeting. DEDAB passed a motion to present to City Commissioners to develop the Howland Blvd and Elkcam Rd Commercial Node as a primary goal for DEDAB and the City. This encompasses a 260 acre business target zone. DEDAB wants staff to continue to investigate issue and report on feasibility and progress.
- Continued working with Scott McGrath on DOED project Bravo November.
- Attended Deland Area Chamber of Commerce Governmental Meeting held at Deltona City Hall.
- Attended meeting of City Staff regarding Deltona Village and issues entailed on that project.
- Attended West Volusia Economic Development Committee meeting. Discussion was on local retention and expansion surveys, Volusia Day trip to Tallahassee on 03/23, and Commuter Rail.
- Meeting with site selector for Cash America in OED offices.
- Continued work toward finalization of City of Deltona Business Conference.
- Performed Local Retention & Expansion Surveys of Deltona businesses.

BUILDING & ZONING SERVICES: 3/11/11:

• Building Permits issued for the week	87
• Valuation of work permitted for the week	\$248,392.00
• Inspections completed for the week	155
• Total Permits issued for Fiscal Year 10/11	1,288
• Valuation of work permitted for the year 10/11	\$13,088,602.76
• Solar Rebates Processed this week:	1
• Total Solar Rebates processed since 2/1/10:	80

Permits Issued 03/04/11 – 3/11/11:

AC Change Out	13
Comm Build Out Small	2
Concrete Flat Work	1
Deck	1
Demolition	1
Door Replacement	1
Driveway	2
Electrical	8
Fence	13
Garage Door Replacement	1
Mechanical	1
Patio Cover	1
Pool Above Ground	1
Pool Enclosure	1
Pool In Ground	1
Reroof	5
Retaining Wall	1
Screen Enclosure	8
Shed I	7

Siding	2
Sign	1
Site Engineering	1
Solar Panel Install	1
Suppression System	1
Water Heater Replacement	9
Window Replacement	3
Total	87

CITY CLERK’S OFFICE: 3/12/11

Department Staff:

- 2nd Floor HR/CC Walk-In Customers: 90
- 2nd Floor calls Answered: 26
- Packages Picked Up: 1
- Packages Received: 30
- A/P Invoices Opened: 147
- Newspapers: 16 (10 hours)
- Public Records Requests Received: 5
- Public Record Request Amount Rec’d: \$5.19
- Documents imaged, pages: 1,652
- Large scale drawings imaged, pages: 2

ENFORCEMENT SERVICES DEPARTMENT:

- Responded to 343 requests for services this week.
- Animals impounded at the humane societies: 40.
- Citation warnings issued: 17.
- Courtesy notices: 131.
- Abatement notices: 16.
- Citations issued: 2
- Code Enforcement telephone calls: 106.
- Solid Waste calls: 77.
- Citizen walk in requests for Code Enforcement assistance: 22.
- Citizen walk in requests for Solid Waste assistance: 2.
- Properties requiring grass to be cut by contractors: 1 at a cost of \$35.00.
- 31 certified mailings were sent out at a cost of \$171.74.
- Money collected for Animal tags, liens and return to owners: \$3,621.04.
- Certified mail increased this week because “High Grass Season” is here; we have already abated one property.
- Foreclosures last week:

Deltona	8
Volusia County	<u>34</u>
Total	42

FINANCE DEPARTMENT:

- Met with Wachovia team members to strategize transition to Wells Fargo for City bank accounts.
- Attend FGOFA meeting for local Central Florida chapter.
- Finalize and distribute CAFR to Commission for approval on March 21.
- Submitted Jan. 2011 Monthly Financial and Monthly Investment Report to City Manager.
- Preparing a bid for a Steel Building for Parks Maintenance.
- Cancelled bid for LED Traffic Signals, School Flasher and LED Pedestrian Countdown Assemblies/EECBG funded project. Chinchor Electric, our current contractor, has a contract with Orange County. The City will piggyback the Orange County agreement, so that we can move forward once the Department of Energy approves it.
- Received pricing for additional Solar Lighting locations from Guy Barrette. We will move forward once the Department of Energy approves it.
- Completing update for Parks inventory. Scheduled physical inventory for Fire Dept. for March 22nd and 23rd. After Fire Dept. inventory, we will move on to Water/Public Works and will have completed the second full physical inventory for all fixed assets throughout the City. List of missing items to be brought to the Commission. After Commission approval, items will be deactivated in the Fixed Asset module. After final updates have been entered into Munis, the next physical inventory will be done with scanners and Asset Trak software.

FIRE DEPARTMENT:

Fire Chief:

- Attended the Center for Public Safety Excellence Conference in Orlando, FL. This conference focused on best practices in service delivery, strategic planning, firefighter safety and providing cost-effective service in this fiscally difficult time.
- Met with the HRD, ACM and Acting Director of Building and Construction Services on the transition of Home Occupational Licenses and Fire Plans Review. Discussed processes, systems to provide continuity in service when the B&CS Fire Plans reviewer is out on extended leave or vacation.

Communications/Public Education/Information:

- Completed International Trauma Life Support (ITLS) re-certification
- 21 hour (7-week) CERT course completed - Graduation

Fire Loss:

- Attended a free FBI improvised explosives class. Met with Mr. Mayes to coordinate some economic development issues, annual inspections, schools, and one DRC review for the Shops of Dupont Lakes.
- Held one juvenile fire setter program for a 9 year old who set the exterior rear porch of his house on fire.

HUMAN RESOURCES DEPARTMENT:

- Performance Evaluations processed: 5.
- Deltona JOBS Program Folders: 1st Floor lobby- (0) added, 2nd FL Lobby (0) added;
(To date 3/2/11) total # of Deltona JOBS Program folders taken – (911).

- Applications Received: (1) Utility Customer Service Rep, (9) Water Operator, (1) Volunteer, (26) Utility Systems Tech.
- Scheduled pre-employment physicals & drug screenings: (4) Firefighters.
- New hire orientation: (2) Water Operator II & Wastewater Operator I.
- Preparing documents for William S. Harvey Scholarship meeting on March 22nd.
- Met with several department directors regarding personnel issues and coordination of personnel actions.
- FMLA requests – 1.
- Coordinated Sam's Club representative to visit City Hall.
- Preparing materials for the third training session for the Supervisor Development Program I.
- Met with VCSO Technical Svcs Opns Manager Larry Lewis at VCSO Opns Center to review Level II fingerprinting process and payment process.

Risk Management:

- Facilitated training class for field workers on venomous reptiles
- Working on two insurance cases in litigation
- 1 Worker's Comp file, no lost time; 1 Property Damage File involving FS #65 vandalism

PARKS AND RECREATION DEPARTMENT: Week ending 3/11/11

Administration:

- Farmers Market: 4 vendors, 76 cars.
- Conducted the 4th Annual Ability Fair. 46 vendors and 464 attendees.
- Conducted the Youth Advisory Sub Committee meeting.
- Conducted the Parks & Recreation Advisory Board meeting.
- Met with Olsen Commercial Construction to finalize construction at 1691 Providence Blvd. for the Volusia County Sheriff's Office.
- Met with Volusia County to discuss the Beck Ranch Trailhead.
- Conducted a meeting with Volusia County Parks & Recreation Directors.
- Conducted the Citizen Accessibility Advisory Sub Committee meeting.

Facility Use Permits include:

- Deltona Community Center – 1 permit issued. Weekly attendance – 2,379.
- Harris M. Saxon Community Center – 2 permits issued. Weekly attendance – 353.
- Wes Crile Park – 5 permits issued. Weekly attendance – 1,558.
- Skate Park – 11 new passes. Weekly attendance – 984.

Special Events/Programs:

- Amphitheater: 2011 Concert Series begin on Saturday, April 9th.
- City Hall: Arbor Day – Friday, April 29th from 11:00am-1:00pm.
- Dewey Boster Sports Complex:
 - Little Linksters Golf session continues.
 - The Orlando City Soccer Club continues pre-season training.
 - Deltona Spring Fest – April 9th and 10th
 - Eggstravaganza – Saturday, April 16th from 10:00am-2:00pm.

- Harris M. Saxon Community Center:
 - Zumba dance classes continue.
 - Boys and Girls Club After-School program continue.
- Lake Butler Skate Park: Skate competition – Sunday, April 17th.
- Wes Crile Park: Youth Flag Football will begin on Saturday, March 26th.

City Leagues Currently Underway:

- Seniors Softball league continues.
- Men's and Church leagues will begin in April.

Partner Leagues Currently Underway:

- West Volusia Youth Baseball spring season continues.
- Deltona Little League spring season continues.
- Deltona Youth Soccer travel and in-house spring season continues.
- FBVA spring season begins in early April.

Parks Maintenance:

Mowed, edged and weed-eated the following: City Hall, Veterans Memorial Park.

- Sprayed all parks and facilities for ants.
- Removed insulation from backflow preventers at all parks.
- Deltona Community Center – Box-bladed and graded parking lot with new shell.
- Dwight Hawkins Park – Checked junction boxes for power to poles.
- Festival Park – Cleaned up playground due to vandalism and graffiti. Painted restroom floor.

Parks Maintenance – Miscellaneous

Weekly tasks include opening all the parks in the a.m., cleaning restrooms at parks, picking up and emptying trash at all parks and facilities; picking up trash around all pavilions; taking goods to storage; cleaning the depot trailer, barn and yard; cleaning pavilion areas (ceilings, tables, grilles, etc.); cleaning playgrounds and sidewalks, replacing paper towel and toilet paper dispensers.

- Took tents to storage; took PA system to the Deltona Community Center.
- Picked up 10 crepe myrtles from Pells Nursery.

City Hall, Fire Station, Sheriff's Department and 1691 Providence (Sheriff) Building Maintenance:

Weekly tasks include cleaning the Fire Station; inspecting Sheriff's building; vacuuming; emptying trash from DSC classrooms; emptying trash for different departments; spraying and pulling weeds from various areas, trimming bushes and trees, watering sod and new shrub; walking the grounds and picking up trash; sweeping sidewalk; setting up commission chambers for various meetings and resetting afterwards, vacuuming the chambers, replenishing restroom supplies throughout the entire building; cleaning restrooms; unclogging various toilets in restrooms on both floors; replacing light bulbs throughout the building, courtyard and walkway; cleaning front of building; replacing restroom fresheners and batteries; vacuuming Commission Chambers and hanging pictures (as requested) throughout City Hall.

- Escorted Electrical Solutions around City Hall to change ballasts.
- Moved 15 boxes from the Cashier's Office.
- Installed ballasts by generator; replaced bulbs inside and around building – 1691 Providence.

- Worked on sanding and painting lockers for the Sheriff's Office and secured them in the change room.
- Installed sign on outside of building for the Sheriff's Department.
- Framed out and poured sidewalk extension at back door of 1691 Providence at their request.
- Set up and break down Commission Chambers for the Ability Fair.

Sports Turf Maintenance: Normal routine maintenance at:

- Dewey Boster Sports Complex.
- Baseball and Pony League Fields.
- Vann Park.
- Dupont Lakes.
- Wes Crile Park.
- Repaired irrigation leak at Wes Crile Park.
- Spot sprayed Vann Park, Wes Crile, Dupont Lakes and Campbell Park.

- Sports Complex:
 - Repainted soccer fields for Orlando City Soccer.
 - Sprayed overflow parking lot.
 - Back lapped all 6500D mowers.

PLANNING & DEVELOPMENT SERVICES DEPARTMENT:

Executive Summary ~

The Planning and Development Services Department is relieved to have sold our first home in the Neighborhood Stabilization Program. Selling the first unit within three (3) months of completion is better than the national average and places the City in a good position to administer the project going forward. There is another projected home closing by the end of March. Finally, staff has completed repairs of roughly 70% of the units in NSP 1.

Planning ~

The Planning Section is working closely with the following active projects to see them through completion:

- The Epic Theater site is finally underway and the site contractor is mobilizing. Site construction activity is in the form of clearing and grading, while heavy equipment is being brought on-site.
- The City is anticipating completion of the Family Dollar at the intersection of Howland Boulevard and Catalina Boulevard by the end of this summer.
- The redevelopment of the existing building located at 1681 Providence Boulevard from a vacant building with three suites to the Deltona Lohman Funeral Home.
- The construction of a retail plaza located adjacent to Fire Station 63 along Howland Boulevard.

Housing & Community Development ~

The Housing and Community Development Section received word from the U.S. Department of Housing and Urban Development (HUD) that the Management Plan for NSP 3 was accepted and approved. The City was sent the contract to begin the program with HUD and will be executed and returned so that staff can begin. Staff also completed the Operations and Procedures Manual, as requested by HUD, that many communities use in addition to the Management Plan to outline the process to run the NSP. Finally, staff is processing SHIP home repairs.

PUBLIC WORKS: 3/7/2011 to 3/11/2011

Traffic Operations ~ Weekly tasks include monitoring crews and downloading and evaluating traffic survey information.

- **Signs:**
 - Removed garage/yard sale signs throughout the City.
 - Completed 36 sign repair work tickets throughout the City.
 - Installed (1) stop sign from stock at Alley 498.
 - Fabricated & installed (3) Notice Authorized Vehicles Only; (2) Police and Fire Services Ahead & Local Traffic to the Left signs at Alley 498 for sheriff's office.
 - Fabricated & installed (1) Hidden Drive Ahead sign at 1748 N Normandy Blvd.
 - Fabricated & installed (2) Do Not Feed Ducks signs at Juliet & Beal.
 - Fabricated & installed (4) School Crossings; (2) Ahead; (2) Arrow signs on Eustace between Providence & Seagate school zone.
- **Asphalt:** Completed 13 asphalt repair work tickets throughout the city – 6 tons.
- **Message Boards:** Installed message boards at Providence Blvd & City Hall east and west bound.
- **Misc:** N Normandy Blvd & Firwood Dr – removed gravel off of sidewalk.

Field Operations ~ Weekly tasks include evaluating work orders called in by residents.

- **Concrete:** Sidewalks – 2201 Illinois – 15'x 4'; 1399 W Wellington – 4'x 4'; Springfield & Whitewood – 4'x 4'; 1258 Whitewood – 10'x 4'.
- **Clam Truck:**
 - Debris – 4.
 - Trimming – 11.
- **Drop Off's & Sod:**
 - Repaired Drop Off at Comstock; 1363 N Normandy Blvd; 1280 N Old Mill; Monica between Eden & Larue; 1661 Bismarck; 692 Wellington.
 - Repaired washout and resod 6 pallets at 2001 Dumas; ¼ pallet at 937 Elkcam Blvd; ¼ pallet at 2893 Sweet Springs.
 - Placed sod in right of ways at Courtland to Elkcam using 6 pallets; Covington using 1 pallet; sod the road edge along Courtland Blvd using 5 pallets.
- **Slope Mowing:** 2756 Sweet Springs – 160'; 2854 Windsor Heights – 160'; 2789 Beal – 60'; 2932 Beal – 160'; 2595 Otis – 63'; Beal & Otis – 255'; 2808 Beal – 80'; 2833 Beal – 80'; Cara – 160'; April – 80'; Alameda – 389'; White Plains & Gregory – 160'.
- **Misc:**
 - Public Works Depot – mopped all offices; restrooms; break room; cleaned entire parking lot; mowed; weedeat; cleaned bay area.
 - 1962 Lynn River – removed tree stump with stump grinder.

Fleet Maintenance Division ~

- **Vehicles:** PM – 3; Repairs – 7.
- **Equipment:** PM – 4; Repairs – 11.
- **Road Calls** – 1.
- **Parts Run/Vehicles Delivery:** 2.

Stormwater Division ~ Weekly tasks include check and monitor all electric pump stations; respond to all safety concerns; talk to residents about their concerns; check and record lake levels; manage current CDBG projects; implement NPDES Inspection program.

- **Construction Crew:**
 - Alladin/Hancock – prepped area for project.
 - Public Works Depot – cleaned up storage yard.
 - 313 Champlain Ct – took poured miter ends on both sides of driveway.
- Courtland Blvd/Glencove – installed 140’ of 15’ sock pipe; reshaped swales; cleaned up area.
- **Drainage Rehabilitation Crew;**
 - 500’ rehabilitated.
 - Ronda Dr – cleaned out the bottom of the ditch and around the headwalls.
- **Drainage Area Maintenance (Aebi Mowing);**
 - 1.4 acres mowed.
 - Ponds mowed – Omaha Dr; next to 926 Whitewood; next to 2170 Clearwater; next to 2307 Greenwood; Crowley Ter.
 - Ditches mowed – next to 2150 Deck Ct; next to 1808 Montecito; next to 1770 Tracy Ct; next to 1755 Concert Rd.
- **System Cleaning (Vac Truck):**
 - 395 feet of Stormwater System cleaned.
 - 7 yards of debris removed.
 - Storm systems cleaned – Paragon St/Worthington; 1990 Chapel; Haywood; Stoneville; Deep Creek; Trade Noremac; Tabb; Ortega; Nadine; Trollman.
- **Right of Way Mowing Crew:**
 - 6 miles of right of way mowed.
 - Sectors mowed – 9; 10; 11; 15.
- **Right of Way Litter Crew:**
 - 1163.25 gallons of litter removed.
 - Main roads – Elckam; Normandy; Montecito; Humphrey; India Courtland; Ft Smith from India to Providence; Deltona Blvd; Tivoli from Saxon to Providence; Haulover; Captain; Catalina; Wolfpack; Newmark.
 - Side roads – April from Tivoli to Lavilla; Lyric; Peak Cir; Treadway.
 - Sectors & Alleys – Sector 12; 13; 14; Alleys 484; 1021.
 - Ponds – All new ponds on Ft Smith widening project.
- **Misc:**
 - 827 Arlene Dr - put barrier up in front of pond.
 - 2933 Winlock Av – filled in washout and poured a miter end.
 - Cleaned grates and checked boxes city wide.

UTILITIES: Customer Service

March 2011	7	8	9	10	11	12	13	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
DW – Lockbox	888	555	309	298	339	X	X	2389
Ebox	289	364	172	128	246	X	X	1199
Call Center Calls	524	461	320	260	280	X	X	1845
Walk-ins/Drop Box	386	225	223	166	191	X	X	1191
On-line Payments	171	135	172	159	152	104	103	996

Customers Disconnected for Non-Pay

March 2011	8	9	Total
	Tues	Wed	
Cycle	1	2	
Total on Disconnect List	82	22	104
Off in error/DW error			0
Off in error/Munis error			0
Misapplied Payment			0

Construction Log & Service Orders

March 2011	7	8	9	10	11	12	13	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
Water Service								0
Meter Sets								0
Reclaim Meters								0
Fire Hydrant Installs								0
Fire Hydrant Replacement								0
Fire Hydrant Repair								0
Replace Meter Box	38	18	14	27	5			102
Locates Received	18	19	6	19	8			70
Locates Completed	8	26	8	12	9			63
Main Leaks		1				1		2
Service Leaks	2	1	1		2			6
Sewer Repairs								0
Sewer Blockage	1	1	1					3
KV2 Valves	2				1			3
Service Replacements	1							1
Meter Change Outs	10	5	6	1	5			27
Service Orders	120	142	85	90	104			541
Disconnects		82	22					104
Drainfield Leaks								0
Meter Retirements	2							2

Exhibit A

FILE COPY



2570 W. International Speedway Blvd., Suite 100, Daytona Beach FL 32114
Telephone 386-226-0422 ✦ Fax 386-226-0428 ✦ Sun Com 380-0422 ✦ Email: mswidorski@volusiacog.org
Councilman Jeff Allebach, President ✦ Vice Mayor James Hathaway, Vice President ✦ Commissioner Michael Carmolingo, Secretary/Treasurer
Mary J. Swiderski, Executive Director

March 11, 2011

Commissioner Michael Carmolingo
3126 Shallowford Street
Deltona, FL 32738

Dear Commissioner Carmolingo:

It gives me great pleasure to inform you that you have been chosen as an "Elected Official of the Year:" finalist for the 2011 Volusia League of Cities Distinguished Service Awards. You should be very proud of this honor. Since 2005 the Volusia League of Cities has presented awards to outstanding individuals who have made their communities and Volusia a better place to live. The goal of this program is to recognize individuals for their positive and progressive actions.

You were nominated by Mayor John Masiarczyk with the City of Deltona for this category and voted as a finalist by the Volusia League of Cities Executive Committee. We will be honoring you and your accomplishments at our Annual Distinguished Service Awards Banquet on May 26, 2011 from 6:00 - 9:00 P.M. at The Club at Pelican Bay, 350 Pelican Bay Dr., Daytona Beach, FL 32119. An invitation will be mailed to you closer to this date. Please make plans to attend this event, at no cost to you, as the guest of the Volusia League of Cities. You are welcome to bring a guest(s), but unfortunately, it must be at your own expense. Please RSVP according to the invitation you will receive in the mail.

As President of the Volusia League of Cities, and on behalf of its Executive Committee and the entire membership, I want to congratulate you on this honor. We are very excited about this awards program and how it shines a countywide spotlight on those who are outstanding public servants to their communities here in Volusia.

Again, thank you for everything you have done to improve the quality of life in Volusia and make it a better place for everyone to live. If you have any questions, please feel free to contact our Executive Director, Mary Swiderski at 386-226-0422 extension 26, or email her at mswidorski@volusiacog.org.

Sincerely,

Council Member Jeff Allebach
President
Volusia League of Cities
JA: mjs

CC: Mayor John Masiarczyk
Faith Miller, City Manager

Exhibit A



FILE COPY

2570 W. International Speedway Blvd., Suite 100, Daytona Beach FL 32114
Telephone 386-226-0422 ✦ Fax 386-226-0428 ✦ Sun Com 380-0422 ✦ Email: mswiderski@volusiacog.org
Councilman Jeff Allebach, President ✦ Vice Mayor James Hathaway, Vice President ✦ Commissioner Michael Carmolingo, Secretary/Treasurer
Mary J. Swiderski, Executive Director

March 11, 2011

Mr. David Denny
1763 Blue Oak Court
DeLand, FL 32720

Dear Mr. Denny:

It gives me great pleasure to inform you that you have been chosen as an "Employee of the Year" finalist for the 2011 Volusia League of Cities Distinguished Service Awards. You should be very proud of this honor. Since 2005 the Volusia League of Cities has presented awards to outstanding individuals who have made their communities and Volusia a better place to live. The goal of this program is to recognize individuals for their positive and progressive actions.

You were nominated by Faith Miller with the City of Deltona for this category and voted as a finalist by the Volusia League of Cities Executive Committee. We will be honoring you and your accomplishments at our Annual Distinguished Service Awards Banquet on May 26, 2011 from 6:00 - 9:00 P.M. at The Club at Pelican Bay, 350 Pelican Bay Dr., Daytona Beach, FL 32119. An invitation will be mailed to you closer to this date. Please make plans to attend this event, at no cost to you, as the guest of the Volusia League of Cities. You are welcome to bring a guest(s), but unfortunately, it must be at your own expense. Please RSVP according to the invitation you will receive in the mail.

As President of the Volusia League of Cities, and on behalf of its Executive Committee and the entire membership, I want to congratulate you on this honor. We are very excited about this awards program and how it shines a countywide spotlight on those who are outstanding public servants to their communities here in Volusia.

Again, thank you for everything you have done to improve the quality of life in Volusia and make it a better place for everyone to live. If you have any questions, please feel free to contact our Executive Director, Mary Swiderski at 386-226-0422 extension 26, or email her at mswiderski@volusiacog.org.

Sincerely,

Council Member Jeff Allebach
President
Volusia League of Cities
JA: mjs

CC: Mayor John Masiarczyk
Faith Miller, City Manager



CITY OF DELTONA

Date: March 16, 2011
To: Faith Miller, City Manager
From: *RC* Robert Clinger, Finance Director
Subject: January 2011 Financial Reports and Latest General Fund Forecast

January 2010 Financial Reports:

The attached Financial Report presents the results of operations, revenue and expenditures/expenses, for the four months ended January 31, 2011. It is not a forecast of final results for the fiscal year ended September 30, 2011 nor can a reader reasonably determine from this Financial Report the final results for the year ended September 30, 2011 without additional detailed knowledge and facts not necessarily apparent on the face of the report.

General Fund Financial Forecast For The Year Ended September 30, 2011:

General Fund Revenues

Based on five months of actual revenue data the General Fund is trending to finish the year with total revenues of \$31,315,000, or \$400,000 under budget. This represents a 1.3% negative variance overall.

Franchise tax and service fees continue to be the good news they were last year and are trending to finish the year \$372,000 over budget.

Ad-Valorem taxes, State Revenue Sharing, and the State ½ cent sales taxes combined are trending to finish the year \$443,000 under budget.

Likewise non-ad-valorem revenues in the aggregate are trending \$356,000 under budget.

Five other revenue items combined are trending \$27,000 over budget.

With only five months of data it is too soon to formally predict that the General Fund will actually finish the year \$400,000 under budget but it does appear clear at this time that we will not see any significant surplus in revenues as we did last year.

General Fund Expenditures

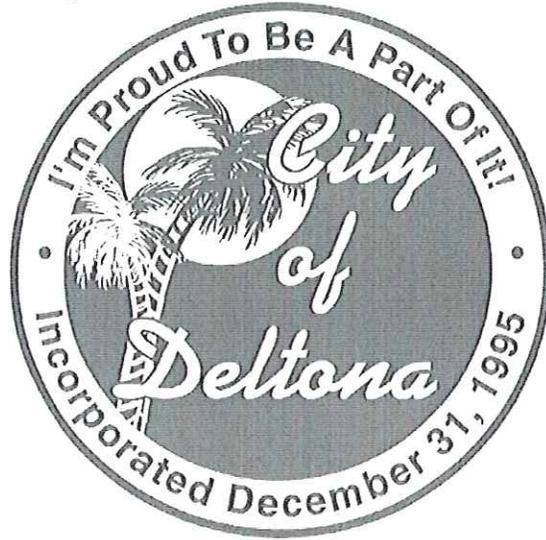
On the expenditure side the General Fund is trending to finish the year about \$300,000 under budget on personal service cost. Based on five months of information General Fund operating expenditures other than personal service cost are trending to finish the year \$1,300,000 under budget so total General Fund operational spending is trending \$1.6 million under budget for the year and will more than likely easily offset any shortfall in revenue. Most significant under budget departments are General Government \$200,000, Public Works \$300,000, and Parks & Recreation \$385,000.

City of Deltona Florida
General Fund Revenue Forecast
For The Fiscal Year Ended September 30, 2011

Based On Actual For The Five Months Ended February 28, 2011.					
	YTD Actual	Projected Actual	Budget	Over (Under) Budget	
				Amount	%
Ad-Valorem Tax	\$ 10,177,896.95	\$ 11,656,000	\$ 11,595,000	\$ 61,000	0.5%
State Revenue Sharing	792,302.60	1,902,000	2,203,000	(301,000)	-13.7%
State 1/2 Cent Sales Tax	1,381,167.90	3,311,000	3,514,000	(203,000)	-5.8%
Service & Franchise Fees	3,798,972.75	8,931,000	8,482,000	449,000	5.3%
Telecommunications Service Tax	1,320,879.35	3,112,000	3,189,000	(77,000)	-2.4%
Non Ad-Valorem Revenues	514,084.40	1,234,000	1,590,000	(356,000)	-22.4%
Interest	44,526.11	107,000	100,000	7,000	7.0%
Admin Fees	249,166.65	598,000	598,000	-	0.0%
Firefighter Pension Insurance Premium Tax (Amended June 2010)	-	394,000	394,000	-	0.0%
Recycling Proceeds	24,974.18	60,000	50,000	10,000	20.0%
Other Non-Recurring Revenues (Grants)	10,000.00	10,000	-	10,000	
Total General Fund Revenues	\$ 18,313,970.89	\$ 31,315,000	\$ 31,715,000	\$ (400,000)	-1.3%

----- Based On Five Months Of Actual Data -----

***City Commission
City of Deltona, Florida***



***Financial Reports
January 31, 2011***

(Unaudited - Not GAAP Compliant)

City of Deltona Florida
Statement of Revenues and Expenditures
All Governmental Funds
Four Months Ended January 31, 2011

Revenues	All Governmental Funds	Annual Budget	%
Property Taxes	\$ 9,951,921	\$ 11,595,000	85.8%
Franchise Fees	1,446,473	4,272,000	33.9%
Public Service Tax	2,716,048	7,399,000	36.7%
State Revenue Sharing	633,842	2,203,000	28.8%
Intergovernmental	3,329,473	14,803,067	22.5%
Charges for Services	6,678,022	8,755,808	76.3%
Fines and Forfeitures	95,570	257,000	37.2%
Impact Fees	37,200	236,000	15.8%
Interest Income	89,668	187,200	47.9%
Miscellaneous	115,452	430,500	26.8%
Total Revenues	<u>25,093,669</u>	<u>50,138,575</u>	<u>50.0%</u>
Expenditures			
Current:			
City Commission	359,864	539,100	66.8%
Social Services	-	-	0.0%
City Manager	164,211	592,300	27.7%
City Clerk	125,082	434,400	28.8%
City Attorney	135,573	578,900	23.4%
Finance	278,698	1,001,200	27.8%
Network Services	155,575	-	0.0%
Planning Services	209,169	893,400	23.4%
Construction Services	210,359	717,000	29.3%
Human Resources	117,691	401,800	29.3%
Enforcement Services	356,674	1,126,300	31.7%
Public safety:			
Law Enforcement	4,553,310	9,258,300	49.2%
Fire & Rescue	2,642,320	9,034,500	29.2%
Total Law Enforcement	<u>7,195,630</u>	<u>18,292,800</u>	<u>39.3%</u>
Public Works	522,073	1,948,600	26.8%
Parks & Recreation	528,392	2,072,500	25.5%
General Government	417,405	1,205,400	34.6%
Transportation	157,406	833,800	18.9%
Economic Environment	1,505,504	5,569,110	27.0%
Solid Waste	1,051,863	4,205,000	25.0%
Stormwater	575,868	2,123,200	27.1%
Capital Outlay	1,940,974	18,925,707	10.3%
Total Expenditures	<u>16,008,010</u>	<u>61,460,517</u>	<u>26.0%</u>
Excess (Deficiency) of Revenues Over			
Expenditures - Before Other Financing Sources (Uses)	<u>9,085,659</u>	<u>(11,321,942)</u>	
Other Financing Sources (Uses)			
Transfers from Other Funds	1,142	25,000	
Debt Proceeds	-	-	
Debt Service	(645,783)	(1,983,530)	
Transfers to Other Funds	(1,142)	(1,775,000)	
Total Other Financing (Uses) Sources	<u>(645,783)</u>	<u>(3,733,530)</u>	
Excess (Deficiency) of Revenues			
Over Expenditures	<u>\$ 8,439,876</u>	<u>\$ (15,055,472)</u>	

For Internal Management Use Only.
Unaudited - Not GAAP Compliant.

Deltona Water
Statement of Revenues and Expenses
Four Months Ended January 31, 2011

	Business-Type Activities Water and Sewer Utility Fund	Annual Budget	%
Operating Revenues			
Charges for Services - Water	\$ 3,317,686	\$ 9,888,300	33.6%
Charges for Services - Waste Water	1,965,468	5,644,600	34.8%
Connection Fees	81,840	267,000	30.7%
Other Miscellaneous Revenues	265,443	689,100	38.5%
Total Operating Revenues	<u>5,630,437</u>	<u>16,489,000</u>	<u>34.1%</u>
Operating Expenses			
Personal Services	1,187,811	3,777,600	31.4%
Operating Expenses	1,050,944	4,546,900	23.1%
Professional Services	14,803	92,000	16.1%
Depreciation	1,104,266	3,361,600	32.8%
Insurance	33,779	230,000	14.7%
Bad Debts	-	-	0.0%
Total Operating Expenses	<u>(3,391,603)</u>	<u>(12,008,100)</u>	<u>28.2%</u>
Operating Income	<u>2,238,834</u>	<u>4,480,900</u>	<u>50.0%</u>
Nonoperating Revenues (Expenses)			
Interest Earnings	48,965	300,800	16.3%
Impact Fees - Water	2,777	-	0.0%
Impact Fees - Waste Water	3,184	-	0.0%
Debt Proceeds	-	8,580,722	
Federal Grant	-	-	0.0%
State Grant	-	-	0.0%
Interest Expense and Issue Cost Amortization (Paid April 1 & Oct 1)	(1,276,628)	(3,777,813)	33.8%
Net Nonoperating Revenues (Expenses)	<u>(1,221,702)</u>	<u>5,103,709</u>	<u>-23.9%</u>
Excess (Deficiency) of Revenues over Expenses Before Operating Transfers	<u>1,017,132</u>	<u>9,584,609</u>	<u>10.6%</u>
Operating Transfers			
From Other Funds	-	-	
To Other Funds	-	-	
Total Operating Transfers	<u>-</u>	<u>-</u>	
Excess (Deficiency) of Revenues over Expenses	<u>\$ 1,017,132</u>	<u>\$ 9,584,609</u>	

Note 1: Depreciation is not formally budgeted but is presented here to aid the analysis of operating results.

Note 2: Capital Outlay \$ (833,875) \$ (15,449,131)

Note 3: Debt Service - Principal (Due Oct 1) \$ - \$ (1,400,000)

City of Deltona
Investment Account Balances
January 31, 2011

Account Name	Bank	Cost
Pooled Cash	Wachovia Bank, N.A.	\$ 18,089,711.27
Investment	SBA-LGIP	23,297.07
Investment	SBA-Fund B	4,912.67
Investment-Advantage Fund	Wells Fargo	9,701,729.72
Investments-Federal Agency Coupon Securities	Wells Fargo	11,899,198.15
Investment-Government & Agency Portfolio	AIM Investments	1,218,699.19
Investment-Liquid Assets Portfolio	AIM Investments	1,369,906.65
Investment	Florida Safe Investment Pool	3,519,352.08
Investment-Stormwater	Florida Safe Investment Pool	6,544,854.72
Investment-Transportation	Florida Safe Investment Pool	8,486,278.98
Accrued Interest	Assets Reported by Davidson Fixed Income Mgmt.	60,857,940.50
Certificate of Deposit	Wells Fargo	61,919.27
	Fifth Third Bank	247,000.00
	Total Investments	<u>\$ 61,166,859.77</u>

Investment Balances By Fund	General Fund Undesignated/ Available	Designated and/or Restricted				Total Balance	
		Roads and Streets	Physical Environment	Grants	Utility		Capital Projects
General Fund	\$ 13,824,841.80	-	-	-	-	\$ 6,000,000.00	\$ 19,824,841.80
Sidewalk Fund	(396,514.19)	-	-	-	-	-	(396,514.19)
Sub Total - General Fund	13,428,327.61	-	-	-	-	6,000,000.00	19,428,327.61
Deltona Water	-	-	15,677,953.34	-	-	-	15,677,953.34
Equipment Replacement Fund	-	-	-	-	2,176,203.91	-	2,176,203.91
Transportation Fund	-	8,595,208.39	-	-	-	-	8,595,208.39
Storm Water Fund	-	-	8,511,444.96	-	-	-	8,511,444.96
Municipal Complex Fund	-	-	-	-	3,691,447.45	-	3,691,447.45
Solid Waste Fund	-	-	2,931,046.52	-	-	-	2,931,046.52
SHIP	-	-	-	435,133.71	-	-	435,133.71
Tree Replacement Fund	-	-	505,323.86	-	-	-	505,323.86
Environmental Improvement	-	-	37,837.69	-	-	-	37,837.69
Park Projects Fund	-	-	-	-	97,250.96	-	97,250.96
Streetslighting District Fund	-	95,042.53	-	-	-	-	95,042.53
Park Impact Fees Fund	-	-	-	-	3,118.40	-	3,118.40
Law Enforcement Impact Fees	-	-	-	-	5,197.66	-	5,197.66
CDBG	-	-	-	-	-	-	-
NSP	-	-	-	-	-	-	-
Miscellaneous Grants	-	-	-	-	-	-	-
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City of Deltona

Reports for the period: 01/01/2011 – 01/31/2011

City of Deltona
2345 S. Providence Blvd
Deltona, FL 32725

We urge you to compare the information contained in this periodic statement with the account statement(s) that you receive directly from the custodian that holds your account(s). Please notify us immediately if you identify any discrepancies or have any questions.



Davidson
Fixed Income Management
REGISTERED INVESTMENT ADVISER

City of Deltona Account Review – January 2011



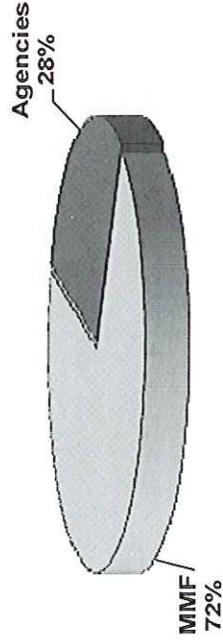
- City of Deltona: Robert Clinger, Finance Manager
- Davidson Fixed Income Management: Glenn Scott, Account Manager
- Investment Objectives:
 - Safety of Principal: The primary objective is to protect against any loss of principal.
 - Liquidity: Investments will be managed to ensure that funds are available to meet obligations as necessary.
 - Yield: Investments will be managed to optimize returns within the appropriate safety and liquidity constraints.

Performance Information (11/01/2010 – 01/31/2011)

City of Deltona² SBA
BV Return (Yield)¹ **0.46%** 0.28%

1. BV Rate of Return (Income) = Earned Interest +/- Realized Gain/Loss +/- Amortization.
 2. Reflects Rate of Return with a deduction of a 9 basis point management & custodial fee.
- Past performance of the City of Deltona portfolio does not guarantee future results.

Portfolio Diversification

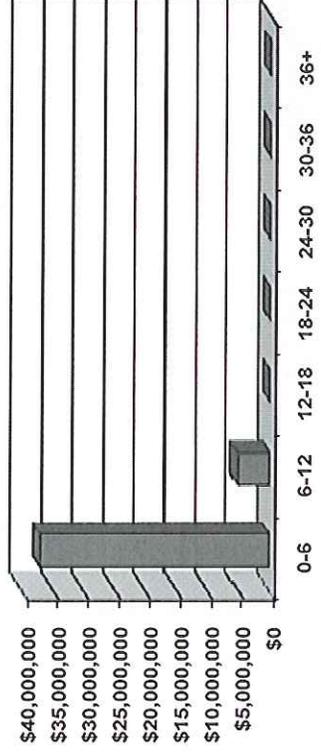


Portfolio Characteristics 01/31/2011

Par Value:	\$	11,700,000
Market Value of Securities:	\$	11,803,323
Cost Value of Securities:	\$	11,899,198
MMF Balances:	\$	30,869,031
Wachovia Operating Balance:	\$	18,089,711
Total Account Balances:	\$	60,857,941

Weighted Avg YTM: 0.38%
Weighted Avg Maturity/Call: 1.8 Months

Maturity Distribution





Davidson
Fixed Income Management

REGISTERED INVESTMENT ADVISER

Davidson Fixed Income Mgmt

City of Delfona
Portfolio Management
Portfolio Summary
January 31, 2011

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Managed Pool Accounts	30,869,031.08	30,869,031.08	30,869,031.08	72.42	1	1	0.115	0.116
Federal Agency Coupon Securities	11,700,000.00	11,803,323.30	11,758,324.79	27.58	629	190	1.058	1.072
Investments	42,569,031.08	42,672,354.38	42,627,355.87	100.00%	174	53	0.375	0.380
Total Earnings	January 31	Month Ending	Fiscal Year To Date					
Current Year	13,959.92		13,959.92					

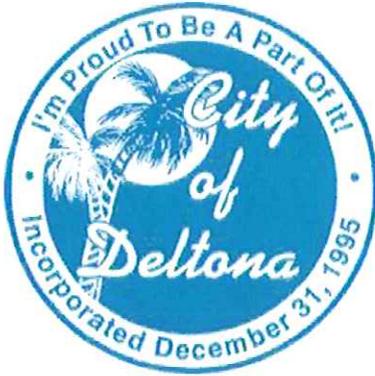
Robert Clinger, Finance Manager

Reporting period 01/01/2011-01/31/2011
Data Updated: FUNDSNAP: 03/03/2011 10:35
Run Date: 03/03/2011 - 10:35

Portfolio DELT
AC
PM (PRF_PM1) SymRept 6.42
Report Ver: 5.00

City of Deltona
Portfolio Management
Investment Status Report - Investments
January 31, 2011

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM/C 360	YTM/C 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Managed Pool Accounts												
SYSDEL0007	DEL0007	AIMGAP	1,218,699.19	0.070			0.069	0.070	02/01 - Monthly		1,218,699.19	1,218,699.19
SYSDEL0006	DEL0006	AIMLAP	1,369,906.65	0.180			0.178	0.180	02/01 - Monthly		1,369,906.65	1,369,906.65
SYSDEL0009	DEL0009	FLSAF2	8,486,278.98	0.170		01/01/2010	0.168	0.170	02/01 - Monthly		8,486,278.98	8,486,278.98
SYSDEL0011	DEL0011	FLSAF3	6,544,854.72	0.170		01/01/2010	0.168	0.170	02/01 - Monthly		6,544,854.72	6,544,854.72
SYSDEL0008	DEL0008	FLSAFE	3,519,352.08	0.170			0.168	0.170	07/01 - Monthly		3,519,352.08	3,519,352.08
SYSDEL0012	DEL0012	FLSBA	23,297.07	0.260		03/01/2010	0.256	0.260	04/01 - Monthly		23,297.07	23,297.07
SYSDEL0013	DEL0013	FLSBAB	4,912.67	0.001		03/01/2010	0.001	0.001	04/01 - Monthly		4,912.67	4,912.67
SYSDEL0004	DEL0004	WFADV	9,701,729.72	0.010			0.010	0.010	12/01 - Monthly		9,701,729.72	9,701,729.72
Managed Pool Accounts Totals			30,869,031.08				0.115	0.116		0.00	30,869,031.08	30,869,031.08
Federal Agency Coupon Securities												
3137EABF5	DEL0180	FHLMC	1,500,000.00	3.250	02/25/2011	08/05/2009	0.957	0.970	08/25 - 02/25	Received	1,552,666.15	1,502,257.21
31398AWQ1	DEL0195	FNMA	2,000,000.00	1.375	04/28/2011	08/05/2009	1.134	1.150	10/28 - 04/28	Received	2,007,678.00	2,001,072.21
3128X7MN1	DEL0190	FHLMC	1,000,000.00	3.500	05/05/2011	08/05/2009	1.209	1.226	11/05 - 05/05	Received	1,039,240.00	1,005,854.86
3133XU7J6	DEL0205	FHLB	2,000,000.00	1.125	07/18/2011	08/05/2009	1.322	1.340	01/18 - 07/18	Received	1,991,734.00	1,998,036.38
3133XRY46	DEL0210	FHLB	1,200,000.00	3.750	09/09/2011	03/30/2010	0.779	0.790	09/09 - 03/09	Received	1,250,808.00	1,221,341.32
3133XJULE1	DEL0220	FHLB	2,000,000.00	1.625	12/14/2011	03/30/2010	0.956	0.969	06/14 - 12/14	Received	2,022,130.00	2,011,281.25
31398AUU4	DEL0215	FNMA	2,000,000.00	2.000	01/09/2012	03/30/2010	0.990	1.004	07/09 - 01/09	Received	2,034,940.00	2,018,481.56
Federal Agency Coupon Securities Totals			11,700,000.00				1.058	1.072		0.00	11,899,198.15	11,758,324.79
Investment Totals			42,569,031.08				0.375	0.380		0.00	42,768,229.23	42,627,355.87



Contact: Lee Lopez
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Fax: (386) 878-8751

Public Forum: Ft. Smith Blvd Construction Project

March 17, 2011—Residents are invited to attend a public information meeting regarding the construction of Ft. Smith Boulevard from Providence Blvd to Primrose Terrace. The meeting will take place at the Deltona City Hall on Tuesday March 22nd, from 6:30pm-8:30pm.

Construction is scheduled to begin within the next 30 to 60 days. The proposed improvements will include 1.65 miles of widening of the existing two-lane roadway to a three-lane urban typical section with bicycle lanes and sidewalks as well as the installation of a new water main to replace the old main.

Aerial maps, construction drawings and other information will be available at the public meeting. City representatives will be available throughout the meeting to answer questions and provide information regarding the design and construction.

In compliance with the Americans with Disabilities Act, the City, if requested, will provide special assistance at the public hearing for those persons who are disabled. Those persons requiring special assistance must send written notification at least five days prior to the public hearing, to Chris Collier, Project Administrator-Environmental, City of Deltona, or you may telephone 386-878-8996.