

# CITY OF DELTONA

CITY MANAGER'S OFFICE

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To: Mayor and Commission  
From: Faith G. Miller, City Manager  
Subject: Weekly Courtesy Report  
Date: April 29, 2011

## **Arbor Day/Earth Day Celebration:**

Today, the City sponsored an Arbor Day/Earth Day Celebration here in the City Hall courtyard. We had over 150+ school children attend and participate in activities and approximately 200 adults. The event included giveaways of free plants and trees and a special thank you goes out to our sponsors - Avacas Nursery, Native Southeastern Trees, Osteen Nursery and Pell's Nursery; as well as to our Parks & Recreation Director, Steve Moore, and Parks & Recreation staff members for all their efforts.

## **NSP 1 Update – Status of Existing Home Sales:**

As of today, the City has closed on a total of three (3) NSP homes at the following sale prices:

- 2713 Sweet Springs - \$85,000
- 1141 Matterhorn - \$75,000
- 777 Alcan - \$71,500

We have an additional seven (7) homes under contract with pending closings within the next month. To date, 87 applications have been submitted. Of the 87 applications, 16 have been approved and these have either put contracts on homes or are in the process of selecting a home; 38 applications have been withdrawn for various reasons; and 33 are going through the process for approval.

## **2011/2012 Law Enforcement Contract:**

This week, we received from the Volusia County Sheriff's Office a preliminary contract cost for FY 11/12 law enforcement services at a rate of \$8,741,922. This rate is \$410,878 lower than this year's contract rate (FY 10/11) and is a result of the consolidated dispatch project. As indicated, this is preliminary, but this is a good number to include in our budget preparation efforts at this time.

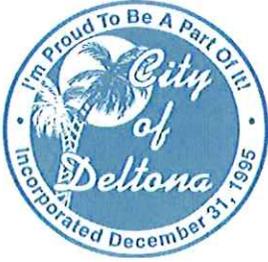
**Financial Status Report:**

Attached for your information as Exhibit A is the Financial Status Report for the time period ended March 31, 2011, including the Investment Account Balances for the month of March as well.

**Ongoing/Upcoming Events:**

- **Relay for Life** – Begins 5:30 p.m., Friday, April 29<sup>th</sup> through Saturday, April 30<sup>th</sup>, 10:00 a.m., Dewey Boster Sports Complex
- **Regular Commission Meeting** – Monday, May 2<sup>nd</sup>, 6:30 P.M., Commission Chambers
- **City Commission Workshop Meeting** – Tuesday, May 3<sup>rd</sup>, 4:30 p.m., 2<sup>nd</sup> flr. Conference Room.
- **Concert at the Amphitheatre & Antique Car Show** - Saturday, May 14<sup>th</sup>, 7:00 – 9:00 p.m.; Deltona Amphitheatre; Performing: Hayfire
- **West Volusia Summit Meeting** – Hosted by City of Deltona, Saturday, June 11<sup>th</sup>, 8:30 – Noon; location to be determined
- **Senior Expo** – Saturday, June 11<sup>th</sup>, 10:00 a.m. – 2:00 p.m.; Commission Chambers
- **Farmer's Market** – Every Saturday, 1649 Providence Blvd., 9:00 a.m. – 2:00 p.m.

  
\_\_\_\_\_  
Faith G. Miller  
City Manager



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CITY MANAGER'S OFFICE

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## CITY MANAGER'S OFFICE:

### COMMUNICATION: 04/27/2011

- Continue to work with the Economic Development Office on plans and promotions for a business development forum, groundbreaking ceremony for Epic Theaters and ribbon cutting ceremony for Adkore.
- Photographed Survivor weight-loss winner.
- Attended a FEMA briefing on an upcoming training program planed in Emmetsburg, Md.
- Working with CGI Communications on script for upcoming video projects.
- Created a poster, labels for invitations for the Deltona Business Forum.
- Used the web site, e-blast and social networking to release information about Arbor Day, Spruce Up Deltona and Relay for Life.
- Created new programming schedule for DeltonaTV for the week of May 1<sup>st</sup>.
- Uploaded new programs from UCF and White House Chronicle for air on DeltonaTV.
- Produced new PSAs- Arbor Day/Earth Day Preview and Relay for Life Preview.
- Working on May issue of The Pride.

### Media Relations ~

- Responded to questions from Al Everson of the *DeLand-Deltona Beacon* regarding Good Friday.
- Provided a response to Jeff Deal of Channel 9 News & Ludie Lelis of Orlando Sentinel regarding Commissioner training.
- Provided information to Dinah Pulver of the *News-Journal* regarding diesel tank problems at City Hall.
- Provided information to Mark Harper of the *News-Journal* regarding professional soccer teams using Dewey Boster Park for practices.

### Press Releases ~

- Arbor Day 2011
- Deltona Business Conference

### Business Development ~ 4/25/2011 to 4/29/2011

- Attended the West Volusia Regional Chamber of Commerce Governmental Committee meeting. Addressed Deltona's upcoming economic development events and the chamber's participation in them (Deltona Business Conference, Epic Theater Groundbreaking, AdKore Rehab's Ribbon Cutting, etc.).
- Worked on solicitations for restaurants, auto repair/tire shops, and walk-in clinics.
- Worked on the Office of Economic Development's budget for fiscal 2011-12.

- Met with site selectors for Tractor Supply Company, Bojangles, Advance Auto Parts, etc. regarding site reviews in Deltona. Planning & Development supplied invaluable maps and research.
- Met with Deltona Growth Associates to review their plans for acquiring multiple, adjoining residential lots, having those lots rezoned to commercial, and erecting office/professional buildings.
- Met with Tom Burbank of Deltona P&Z Advisory Board regarding zoning for ALFs and “downtown” grocery stores. This would fall into the same realm as the previous Deltona Growth Associates meeting.
- Attended the West Volusia Regional Chamber of Commerce Membership Meeting in Orange City. Solicited support of Deltona’s upcoming (May 12) Business Forum. Passed out posters.
- Teleconference with owner of Deltona Mini-Mart and City Building Official, City Building & Fire Safety Inspector, and myself. Call was to attempt to preempt any issues with these departments and gather additional information.
- Met with Roy Brady of Hudson Tool about getting his assistance in locating light manufacturing in Deltona. Hudson Tool & Die is a manufacturer in the Daytona Beach area.
- Discussions continue with Danny Dubosque of Florida Hospital Fish Memorial and John Wanamaker of Coldwell Banker Commercial AI Group, on the three walk-in clinics for Deltona.
- Team members met to review progress on upcoming economic events in Deltona (Deltona Business Conference, Epic Theater Groundbreaking, AdKore Rehab’s Ribbon Cutting, etc.).

**BUILDING & ZONING SERVICES: 4/15/11 thru 4/22/11:**

• Building Permits issued for the week	83
• Valuation of work permitted for the week	\$231,591.00
• Inspections completed for the week	152
• Total Permits issued for Fiscal Year 10/11	1,703
• Valuation of work permitted for the year 10/11	\$21,406,570.47
• Solar Rebates Processed this week:	1
• Total Solar Rebates processed since 2/1/10:	84

**Permits Issued 4/15/11 – 4/22/11:**

AC Change Out	17
Addition	1
Concrete Flat Work	2
Door Replacement	2
Electrical	3
Exterior Renovation	1
Fence	12
Fire Sprinklers	1
Garage Or Carport	1
Gas Installation	1
Patio Cover	1
Reroof	13
Right Of Way	6
Screen Enclosure	5
Shed I	6

Solar Panel Install	2
Water Heater Replacement	6
Window Replacement	3
Total	83

**CITY CLERK'S OFFICE: Week of 4/18/11 – 4/21/11**

**Department Staff:**

- 2<sup>nd</sup> Floor HR/CC Walk-In Customers: 75
- 2<sup>nd</sup> Floor calls Answered: 26
- Packages Picked Up: 3
- Packages Received: 24
- A/P Invoices Opened: 82
- Newspapers: 16 (7.5 hours)
- Public Records Requests Received: 1
- Public Record Request Amount Rec'd: \$.30
- Documents imaged, pages: 874
- Large scale drawings imaged, pages: 59

**ENFORCEMENT SERVICES DEPARTMENT:**

- Responded to 301 requests for services this week.
- Animals impounded at the humane societies: 27.
- Citation warnings issued: 12.
- Courtesy notices: 61.
- Abatement notices: 47.
- Citations issued: 3
- Code Enforcement telephone calls: 91.
- Solid Waste calls: 64.
- Citizen walk in requests for Code Enforcement assistance: 13.
- Citizen walk in requests for Solid Waste assistance: 0.
- Properties requiring grass to be cut by contractors: 12 at a cost of \$420.00.
- 51 certified mailings were sent out at a cost of \$285.09.
- Money collected for Animal tags, liens and return to owners: \$530.00.
- Foreclosures last week:
 

Deltona	13
Volusia County	41
Total	54

**FINANCE DEPARTMENT:**

- Met with City Attorney to follow up on Street Lighting District issues.
- Meet with Construction Services to discuss CRW/Munis integration issues.
- Revised Budget input sheets to include uniform detail sheets.
- Met with Pitney Bowes regarding mailing machines/certified mail.
- Working on updating Munis with the Fire Dept. inventory information. Scheduled Water/Public Works for the month of May.
- Processing March credit cards.
- Submitted March 2011 Monthly Financial and Investment Report to City Manager.

**FIRE DEPARTMENT:** 4/28/11

**Fire Chief:**

- Attended a FDOT/FHWA Emergency Relief Program Update.
- Held a Budget Review / Preparation meeting with Senior Staff.
- Attended the Volusia County Council Meeting for the Telecommunicator of the Year presentation to Leonard Jungck.
- Met with VCSO Staff and Orange City on Communications Center consolidation status and planning.
- Attended a Volusia County Fire Chiefs' Association meeting where Closest-unit Response; Automatic Aid and Mutual Aid agreements were discussed. Volusia County is proposing a singular agreement that would eliminate all boundaries, eliminate the mechanism for reimbursement of any imbalances for service and provide a more uniform service delivery model using all agencies functioning as one.
- Provided additional information requested by Volusia County Public Protection for the Contingency Transport program.
- Developed a reimbursement model with ADPI/Intermedix that demonstrates the ability for Deltona to provide EMS transport services and provide a positive cash flow while enhancing services to our citizens.
- Progress continues with Station 65. Exterior stucco is completed. Bay doors will be installed this week. Per the contractor, they estimate being complete with the facility by the end of May. Plan on moving in early June. Formal information on the ribbon ceremony and dedication scheduled for Saturday, June 18<sup>th</sup> at 10am will be forthcoming.

**EMS:**

- Working on Firehouse NEMSIS configuration problem with units.
- Submitted Target Safety contract.
- Contacted several EMS billing companies and supplied information to get quotes for utilizing them.
- Worked on the EMS Budget.
- Had meeting with Nick Sassie re: FF physicals and Flu shots for employees.
- Had discussion with Fire Chief about not using Vaxcare for Flu shots this year due to changes in contract.

**Safety & Training:**

- Preparing 2011/2012 Training Budget.

**Fire Loss:**

- Lt Parker conducted a fire investigation in the Timbercrest sub-division area. The fire started in the residential outdoor tiki bar. Fire is accidental about \$50,000 loss.
- Worked on the fire investigation from the brush fire on Coachman with the burned firefighter. Dept of Agriculture and VCSO assisting with the arson investigation.
- Attended the Pre-development meeting for the Dollar store on Doyle and approved the Funeral home at DRC.
- Working on Budget, annual inspections and school inspections.

**Information, Communications & Education:**

- Volusia County Council meeting for Telecommunicator of the year – Telecommunicator Jungck (Faer, Jungck & Fire Chief Staples).
- Breakout meeting for Volusia County & City of Deltona Dispatch consolidation effort. (Faer, ITSD, Asst CM Denny, Fire Chief Staples & Chief Rogers).
- Assisted PRHS Sports Academy with backboard training (Engine 64).
- Breakout meeting for 2011/2012 fire department budget.

**HUMAN RESOURCES DEPARTMENT:**

- Performance Evaluations processed: 5
- Deltona JOBS Program Folders: 1<sup>st</sup> Floor lobby- (5) added, 2<sup>nd</sup> FL Lobby (5) added; (To date 4/27/11) total # of Deltona JOBS Program folders taken – (941).
- Applications received: (32) Enforcement Service Officer, (8) Parks Attendant, (17) Utility Systems Tech.
- Background checks (Level II): (1) Utility Customer Service Rep.
- Pre-Employment Drug Screenings & Physicals scheduled: (1) Utility Customer Service Representative and (1) Utility Systems Technician.
- New hire orientations for: (2) Utility Systems Technicians.
- Met with several department directors regarding personnel issues and coordination of personnel actions.
- Separations including exit interviews: R. St. Claire. Intermittent Parks attendant (resignation), K. Driggers, Public Works technician (resignation), S. Burrell, Accounting Tech (resignation).
- Presented 4<sup>th</sup> training session to first line supervisors participating in the City's Leadership Academy Supervisor Development Program.
- Working on HRD's FY 2011/12 budget.
- Reviewed/forwarded FY 2011/12 Dept. Budget Personnel Requisitions to City Mgr.
- Met with City's Broker of Record, Gene Gizzi, City Mgr, Dpty City Mgr, and Finance Director to review/discuss FY 2011/12 health insurance renewal as well as viability/option of a health clinic.

**PARKS AND RECREATION DEPARTMENT: Week ending 4/22/11**

**Administration:**

- Farmers Market: 8 vendors, 141 cars.
- Met with the property owner of previous VCSO office to close out their lease.
- Met with Orlando City Soccer representative to discuss training dates.
- Met with Infinity Solutions to discuss security cameras at Thornby Park.
- Met with Musco Sports Lighting representatives to discuss future projects.

CITY MANAGER'S OFFICE  
2345 Providence Boulevard, Deltona, Florida 32725  
(386) 878-8100 • Fax (386) 878-8851  
Webpage: www.deltonafl.gov

**Facility Use Permits include:**

- Deltona Community Center – 4 permits issued. Weekly attendance – 1,597.
- Harris M. Saxon Community Center – 2 permits issued. Weekly attendance – 463.
- Wes Crile Park – 3 permits issued. Weekly attendance – 1,537.
- Skate Park – 12 new passes. Weekly attendance – 1,034.

**Special Events/Programs:**

- Amphitheater: Concert and Car Show on May 14<sup>th</sup> from 7:00-9:00pm. Country/Western Group “Hayfire”.
- City Hall: Arbor & Earth Day Celebration – Friday, April 29<sup>th</sup> from 11:00am-1:00pm.
- Deltona Community Center: Zumba dance classes Thursdays at 7:00p.m.
- Dewey Boster Sports Complex:
  - The Orlando City Soccer Club continues training.
  - Relay for Life event is scheduled for April 29<sup>th</sup> and 30<sup>th</sup>.
  - Little Linksters Spring session will end on May 7<sup>th</sup>.
  - Memorial Day Soccer Tournament scheduled for Saturday, May 28<sup>th</sup> and Sunday, May 29<sup>th</sup>.
  - Discussions have taken place regarding hosting an Elite Clubs National League tournament in December.
- Dupont Lakes: Kids All American Fishing Derby has been rescheduled to July 16<sup>th</sup>.
- Harris M. Saxon Community Center:
  - Zumba dance classes continue.
  - Boys and Girls Club After-School program continue.
- Wes Crile Park: Youth Flag Football continues.

**City Leagues Currently Underway:**

- Seniors Softball league continues.
- Men’s and Church leagues continue.

**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 continues.

**Parks Maintenance:**

**Mowed, edged and weed-eated the following Parks:** Dwight Hawkins, Festival and Lake Gleason.

- Tom Hoffman Park – Worked on butterfly garden; painted fence.
- Wes Crile Park – Replaced bubbler on fountain head.

**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, taking vehicles to Fleet for maintenance, replacing paper towel and toilet paper dispensers.

- Picked up and returned Eggstravaganza items to the Depot and various locations.

**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, checking temperature throughout the building; 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 Solution to replace ballasts and lights.
- Repaired irrigation at the Sheriff's Office.
- Cleaned up courtyard for upcoming Arbor Day event.

**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 at Dupont.
- Repaired drain at Vann Park.
- Fertilized City Hall, Dupont Lakes, Wes Crile and Vann Park.
  
- Sports Complex:
  - Repainted soccer fields and placed nets for Orlando City Soccer.
  - Fertilized complex; mulched playground and landscape beds.

**PLANNING & DEVELOPMENT SERVICES DEPARTMENT:**

**Executive Summary ~**

The Planning and Development Services Department continues to move forward with special projects, economic development, and the administration of affordable housing programs.

**Planning ~**

The Planning Section has prepared City Commission Agenda Memo packages for five items coming to the Commission at the May 16<sup>th</sup> Public Hearing. These include two ordinances, a resolution, and two final site plans. The ordinances on modifications to the landscape standards and group homes/nursing homes and the resolution on the Conditional Use Permit for the Lohman's Funeral Home unanimously passed the Planning and Zoning Board on April 20<sup>th</sup>.

Staff also is beginning the distribution of the reorganized Land Development Code to the department heads for their review and ultimate distribution to the City Commission and Planning and Zoning Board. Upon review and update, the LDC will be brought to the City Commission for adoption.

Finally, staff appreciates the positive feedback, comments, and direction from the City Commission for moving forward with the Small Scale Comprehensive Plan Amendments for the Business Target Zone located at the intersection of Howland and Elkcam Boulevards. Staff will begin work on the applications next week for adoption through the entire process within six months.

#### **Housing & Community Development ~**

The Housing and Community Development Section is completing a two-day monitoring visit from HUD for the NSP and CDBG programs. Staff received an exit interview today and determined that the guiding documents used to run the programs need to include more detail as to the process and division of labor (a.k.a. capacity). Monitoring visits of organizations receiving CDBG funding are needed. Finally, the organization and filing of NSP documents is in good condition and staff needs to document and process the continued affordability of the homes following sale. HUD stated that it is encouraged by the interest in the NSP program and that homes sales are a positive sign.

Concerning SHIP, the City has three owner occupied home repair projects to start and several smaller projects under \$15,000 to provide minor repairs.

#### **PUBLIC WORKS: 4/18/2011 to 4/21/2011**

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

- **Signs:**
  - Removed garage/yard sale signs throughout the City.
  - Completed 9 sign repair work tickets throughout the City.
  - Fabricated & installed (6) chevron signs at Fire Station 65 for Chief Rogers.
  - Fabricated & installed (4) sets of street name signs.
- **Asphalt:**
  - Completed 7 asphalt work tickets – 1 ½ tons.
  - 3138 Tillery – repaired 5'x 21' road crossing for stormwater – 2 ½ tons.
  - 3154 Tillery – repaired 8'x 19' road crossing for stormwater – 2 tons.
- **Speed Trailers:** Removed speed trailers at 2037 Dalton; Snook between Viscaya Cir & Viscaya Cir.
- **Message Boards:** Removed message boards at Providence Blvd & Eustace and Saxon Blvd & N Normandy Blvd for car show (Parks & Rec).
- **Thermoplastic Striping:**
  - 6" white – 5974' of edge line.
  - 6" yellow – 6172' of yellow center line.
  - (1) School thermoplastic template.
  - Yellow RPM's – 30 installed.

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

- **Beautification:** Medians –
  - Providence Blvd – check irrigation and repair as needed.
  - Howland Blvd – check irrigation controllers to make sure they are set for the correct days.
- **Concrete:** Sidewalks – 761 Crawford – 4'x 4' & 4'x 4'; Volusia County Sheriff's Office – 5'x 5'.
- **Clam Truck:** Debris – 9.

- **Slope Mowing:** Austin between Sweet Springs & Juliet – 240'; 2718 Juliet – 160'; Austin between Windsor Heights & Sweet Springs – 80'; 2741 Sweet Springs – 160'; Austin between Juliet & Corrigan – 80'; Catalina between Summit Hill & Howland – 1631'; Midland between Falmouth & Layton – 80'; 1610 Hallcrest (across from) – 80'; 1610 Hallcrest (next to ) – 80'; 1640 Hallcrest – 80'; Hallcrest between Monticello & intersection – 160'.

**Fleet Maintenance Division ~**

- **Vehicles:** PM – 2; Repairs – 11.
- **Equipment:** PM – 2; Repairs – 12.
- **Road Calls** – 2.
- **Parts Run/Vehicles Delivery:** 1.

**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:**
  - Tillery – put in 280' of 15" pipe and 7 nyloplast basins; formed up collars around boxes.
  - 3110 Newhope – replaced road crossing with 24" pipe; mudded in 2 boxes; reshaped swales for sod.
- **Drainage Rehabilitation Crew:**
  - 2300' of drainage rehabilitated.
  - Ditches Menzi mowed – 2458 Derby; 2871 Blackburn.
- **Drainage Area Maintenance ( Aebi Mowing):**
  - 4.8 acres mowed.
  - Ditches mowed – 3218 Buckland; 1509 Tubeck; 3256 Laurel; 1532 Bonview; 3292 Buckland; 1632 Roble; 3063 Blaine; 1635 Keeling; 3041 Fayson; 29623 Fayson; 2899 Fayson; 2811 Conyers; 2825 Fayson; 2771 Summerfield; 1621 Courtland; 1741 Courtland; 1894 Maderia; 2911 Day Rd; 2841 Canal; 1922 English; 2812 Hayes;; 2633 Salters; 1509 Humphrey; 1481 Humphrey; 2726 Ancho; 1369, 1393, 1581, 2321 & 2401 Timbercrest; 2107, 2163 & 2885 Newmark.
  - Ponds mowed – Goodrich/3178 Mapleshade/2025 Watersedge/783 Atmore/1771 Normandy/2018 Atmore.
  - Pump Stations mowed – 1639 Bloomfield; 1641 Bloomfield; 3236 Sky.
- **System Cleaning (Vac Truck):** Watered newly laid sod city wide.
- **Right of Way Mowing Crew:**
  - 21.75 miles of right of way mowed.
  - Sectors mowed – 8; 9; 10; 11; 12.
  - Main Roads mowed – Deltona Blvd; Cloverleaf; Anderson; Alexander; Normandy Blvd; Ft Smith Blvd.
  - Alley's mowed – 1898; 570; 1021; 1023.
- **Right of Way Litter Crew:**
  - 173.25 gallons of litter removed.
  - Main roads – Normandy Blvd; Elkcam Blvd; Ft Smith Blvd.
- **Misc:** 1799 Kingway Dr – repaired irrigation system.

**UTILITIES: Customer Service**

April 2011	11	12	13	14	15	16	17	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
DW – Lockbox	548	357	274	243	303	X	X	1725
Ebox	173	238	146	107	240	X	X	904
Call Center Calls	496	355	373	324	334	X	X	1882
Walk-ins/Drop Box	309	179	217	136	162	X	X	1003
On-line Payments	112	112	145	135	202	106	87	899

**Customers Disconnected for Non-Pay**

April 2011	12	13	Total
	Tues	Wed	
<b>Cycle</b>	<b>3</b>	<b>4</b>	
Total on Disconnect List	52	114	166
Off in error/DW error			
Off in error/Munis error			
Misapplied Payment			

**Construction Log & Service Orders**

April 2011	11	12	13	14	15	16	17	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
Water Service	2	2						4
Meter Sets								
Reclaim Meters								
Fire Hydrant Installs						1		1
Fire Hydrant Replacement			1	1	1			3
Fire Hydrant Repair								
Replace Meter Box	15	6		2	3			26
Locates Received	23	25	11	8	10			77
Locates Completed	17	19	16	10	10			72
Main Leaks	1		1	1		1	1	5
Service Leaks				2	1	1	1	5
Sewer Repairs								
Sewer Blockage				2		1		3
KV2 Valves	4			1	1			6
Service Replacements	1			1				2
Meter Change Outs	6	9	6	4	3			28
Service Orders	82	100	110	88	78			458
Disconnects			114					114
Drainfield Leaks								
Meter Retirements	3			1				4

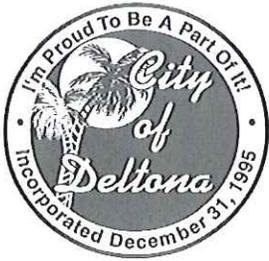


Exhibit A

# CITY OF DELTONA

**Date:** April 28, 2011  
**To:** Faith Miller, City Manager  
**From:** Robert Clinger, Finance Director  
**Subject:** March 2011 Financial Reports and Latest General Fund Forecast

## January 2010 Financial Reports:

The attached Financial Report presents the results of operations, revenue and expenditures for the six months ended March 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 six months of actual revenue data the General Fund is trending to finish the year with total revenues of \$30,728,000, or \$987,000 under budget. This represents a 3.1% shortfall. My earlier expectation had been that the situation would show an improvement since the last forecast with total revenues close to budget but once additional data has become available it now appears that will not be the case.

All significant revenue line items except property taxes are now trending unfavorably. State ½ Cent Sales Tax leads the way with the largest shortfall of \$301,000. Next comes Non Ad-Valorem Revenues \$217,000, Telecommunications Service Tax \$184,000, Service & Franchise Fees \$165,000, and State Revenue Sharing \$150,000. The three remaining minor line items in the aggregate are trending \$30,000 over budget.

With half the year over it now appears likely there will be a shortfall in General Fund revenue but I believe that a \$987,000 shortfall is a worst case scenario. Of course I cannot guarantee it is worst case but in terms of probability I believe the final shortfall will be between \$500,000 and \$1 million.

### General Fund Expenditures

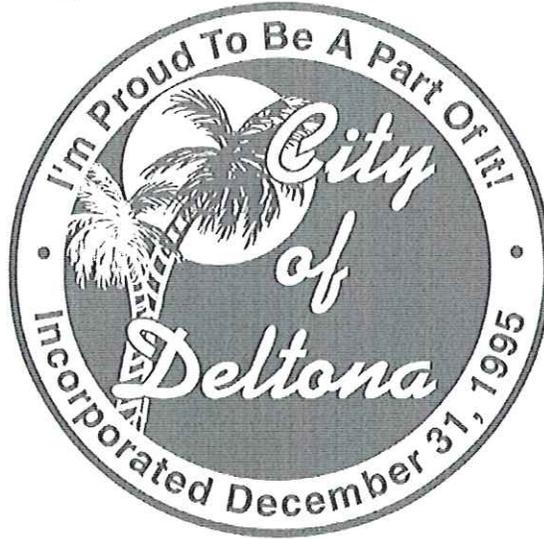
The General Fund is trending to finish the year about \$450,000 under budget on personal service cost, a 3% variance. Based on six months of data operating expenditures other than personal service cost are trending to finish the year \$1.3 million under budget so total General Fund operational spending is trending \$1.75 million under budget for the year and will more than likely easily offset any shortfall in revenue. Therefore it is not likely any reserves will be needed to support operations in FY 2010-2011.

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

	Based On Actual For The Six Months Ended March 31, 2011.				
	YTD Actual	Projected Actual	Budget	Over (Under) Budget Amount	Budget %
Ad-Valorem Tax	\$ 10,472,449.40	\$ 11,595,000	\$ 11,595,000	\$ -	0.0%
State Revenue Sharing	950,763.12	2,053,000	2,203,000	(150,000)	-6.8%
State 1/2 Cent Sales Tax	1,657,728.64	3,213,000	3,514,000	(301,000)	-8.6%
Service & Franchise Fees	4,427,947.74	8,317,000	8,482,000	(165,000)	-1.9%
Telecommunications Service Tax	1,582,958.59	3,005,000	3,189,000	(184,000)	-5.8%
Non Ad-Valorem Revenues	611,129.20	1,373,000	1,590,000	(217,000)	-13.6%
Interest	53,375.21	107,000	100,000	7,000	7.0%
Admin Fees	298,999.98	598,000	598,000	-	0.0%
Firefighter Pension Insurance Premium Tax (Amended June 2010)	-	394,000	394,000	-	0.0%
Recycling Proceeds	31,623.44	63,000	50,000	13,000	26.0%
Other Non-Recurring Revenues (Grants)	10,000.00	10,000	-	10,000	
<b>Total General Fund Revenues</b>	<b>\$ 20,096,975.32</b>	<b>\$ 30,728,000</b>	<b>\$ 31,715,000</b>	<b>\$ (987,000)</b>	<b>-3.1%</b>

----- Based On Six Months Of Actual Data -----

**City Commission  
City of Deltona, Florida**



**Financial Reports  
March 31, 2011**

**(Unaudited - Not GAAP Compliant)**

**City of Deltona Florida**  
**Statement of Revenues and Expenditures**  
**All Governmental Funds**  
**Six Months Ended March 31, 2011**

<b>Revenues</b>	<b>All Governmental Funds</b>	<b>Annual Budget</b>	<b>%</b>
Property Taxes	\$ 10,472,449	\$ 11,595,000	90.3%
Franchise Fees	2,054,695	4,272,000	48.1%
Public Service Tax	3,956,211	7,399,000	53.5%
State Revenue Sharing	950,763	2,203,000	43.2%
Intergovernmental	5,647,736	15,029,606	37.6%
Charges for Services	7,256,678	8,755,808	82.9%
Fines and Forfeitures	126,799	257,000	49.3%
Impact Fees	53,093	236,000	22.5%
Interest Income	93,876	187,200	50.1%
Miscellaneous	172,258	430,500	40.0%
<b>Total Revenues</b>	<b>30,784,558</b>	<b>50,365,114</b>	<b>61.1%</b>
<b>Expenditures</b>			
Current:			
City Commission	391,531	539,100	72.6%
Social Services	-	-	0.0%
City Manager	275,539	592,300	46.5%
City Clerk	193,216	434,400	44.5%
City Attorney	217,226	578,900	37.5%
Finance	490,236	1,001,200	49.0%
Network Services	135,455	-	0.0%
Planning Services	374,269	893,400	41.9%
Construction Services	338,032	717,000	47.1%
Human Resources	188,770	401,800	47.0%
Enforcement Services	554,165	1,126,300	49.2%
Public safety:			
Law Enforcement	4,572,784	9,258,300	49.4%
Fire & Rescue	4,169,242	9,034,500	46.1%
Total Law Enforcement	<u>8,742,026</u>	<u>18,292,800</u>	<u>47.8%</u>
Public Works	804,592	1,948,600	41.3%
Parks & Recreation	861,490	2,072,500	41.6%
General Government	628,079	1,197,000	52.5%
Transportation	242,527	833,800	29.1%
Economic Environment	2,255,160	5,569,110	40.5%
Solid Waste	1,769,963	4,205,000	42.1%
Stormwater	946,745	2,123,200	44.6%
Capital Outlay	3,705,673	19,294,107	19.2%
<b>Total Expenditures</b>	<b>23,114,693</b>	<b>61,820,517</b>	<b>37.4%</b>
<b>Excess (Deficiency) of Revenues Over</b>			
<b>Expenditures - Before Other Financing Sources (Uses)</b>	<u>7,669,865</u>	<u>(11,455,403)</u>	
<b>Other Financing Sources (Uses)</b>			
Transfers from Other Funds	4,343	33,400	
Debt Proceeds	-	-	
Debt Service	(888,846)	(1,983,530)	
Transfers to Other Funds	(4,343)	(1,783,400)	
<b>Total Other Financing (Uses) Sources</b>	<u>(888,846)</u>	<u>(3,733,530)</u>	
<b>Excess (Deficiency) of Revenues</b>			
<b>Over Expenditures</b>	<u>\$ 6,781,020</u>	<u>\$ (15,188,933)</u>	

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

**Deltona Water**  
**Statement of Revenues and Expenses**  
**Six Months Ended March 31, 2011**

	<b>Business-Type Activities Water and Sewer Utility Fund</b>	<b>Annual Budget</b>	<b>%</b>
<b>Operating Revenues</b>			
Charges for Services - Water	\$ 4,608,781	\$ 9,888,300	46.6%
Charges for Services - Waste Water	2,949,268	5,644,600	52.2%
Connection Fees	127,600	267,000	47.8%
Other Miscellaneous Revenues	411,136	689,100	59.7%
<b>Total Operating Revenues</b>	<u>8,096,785</u>	<u>16,489,000</u>	<u>49.1%</u>
<b>Operating Expenses</b>			
Personal Services	1,825,599	3,777,600	48.3%
Operating Expenses	1,607,054	4,546,900	35.3%
Professional Services	17,823	92,000	19.4%
Depreciation	1,664,529	3,361,600	49.5%
Insurance	65,600	230,000	28.5%
Bad Debts	-	-	0.0%
<b>Total Operating Expenses</b>	<u>(5,180,605)</u>	<u>(12,008,100)</u>	<u>43.1%</u>
<b>Operating Income</b>	<u>2,916,180</u>	<u>4,480,900</u>	<u>65.1%</u>
<b>Nonoperating Revenues (Expenses)</b>			
Interest Earnings	46,585	300,800	15.5%
Impact Fees - Water	4,206	-	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)	(1,914,942)	(3,777,813)	50.7%
<b>Net Nonoperating Revenues (Expenses)</b>	<u>(1,860,967)</u>	<u>5,103,709</u>	<u>-36.5%</u>
<b>Excess (Deficiency) of Revenues over Expenses Before Operating Transfers</b>	<u>1,055,213</u>	<u>9,584,609</u>	<u>11.0%</u>
<b>Operating Transfers</b>			
From Other Funds	-	-	
To Other Funds	-	-	
<b>Total Operating Transfers</b>	<u>-</u>	<u>-</u>	
<b>Excess (Deficiency) of Revenues over Expenses</b>	<u>\$ 1,055,213</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 \$ (1,028,897) \$ (15,449,131)

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

City of Deltona  
Investment Account Balances  
March 31, 2011

Account Name	Bank	Cost
Pooled Cash	Wachovia Bank, N.A.	\$ 17,983,451.57
Certificate of Deposit	BB&T	2,700,000.00
Investment	SBA-LGIP	23,446.86
Investment	SBA-Fund B	4,773.00
Investment-Advantage Fund	Wells Fargo	3,543,767.63
Investments-Federal Agency Coupon Securities	Wells Fargo	15,351,590.75
Investment-Government & Agency Portfolio	AIM Investments	1,218,815.28
Investment-Liquid Assets Portfolio	AIM Investments	1,370,283.84
Investment	AIM Investments	3,520,359.99
Investment-Stormwater	Florida Safe Investment Pool	6,546,729.18
Investment-Transportation	Florida Safe Investment Pool	8,488,709.42
Accrued Interest	Assets Reported by Davidson Fixed Income Mgmt.	60,751,927.52
	Wells Fargo	55,309.98
	Total Investments	<u>\$ 60,807,237.50</u>

Investment Balances By Fund	General Fund Undesignated/ Available	Designated and/or Restricted						Strategic Reserve	Total Balance
		Roads and Streets	Physical Environment	Grants	Utility	Capital Projects			
General Fund	\$ 13,715,540.09	-	-	-	-	-	-	\$ 6,000,000.00	\$ 19,715,540.09
Sidewalk Fund	(396,514.19)	-	-	-	-	-	-	-	(396,514.19)
Sub Total - General Fund	13,319,025.90	-	-	-	-	-	-	6,000,000.00	19,319,025.90
Deltona Water	-	-	-	-	16,851,913.70	-	-	-	16,851,913.70
Equipment Replacement Fund	-	-	-	-	-	-	-	-	2,338,896.16
Transportation Fund	-	7,983,207.97	-	-	-	-	-	-	7,983,207.97
Storm Water Fund	-	-	7,919,833.33	-	-	-	-	-	7,919,833.33
Municipal Complex Fund	-	-	-	-	-	-	-	-	3,293,366.84
Solid Waste Fund	-	-	2,432,566.31	-	-	-	-	-	2,432,566.31
SHIP	-	-	-	317,556.98	-	-	-	-	317,556.98
Tree Replacement Fund	-	-	505,233.66	-	-	-	-	-	505,233.66
Environmental Improvement	-	-	37,830.93	-	-	-	-	-	37,830.93
Park Projects Fund	-	-	-	-	-	-	-	-	(60,574.18)
Streetslighting District Fund	-	77,609.15	-	-	-	-	-	-	77,609.15
Park Impact Fees Fund	-	-	-	-	-	-	-	-	3,117.84
Law Enforcement Impact Fees	-	-	-	-	-	-	-	-	6,932.60
CDBG	-	-	-	-	-	-	-	-	(178,818.51)
NSP	-	-	-	-	-	-	-	-	(42,028.02)
Miscellaneous Grants	-	-	-	1,566.84	-	-	-	-	1,566.84
Total Investments	<u>\$ 13,319,025.90</u>	<u>\$ 8,060,817.12</u>	<u>\$ 10,895,464.23</u>	<u>\$ 98,277.29</u>	<u>\$ 16,851,913.70</u>	<u>\$ 5,581,739.26</u>	<u>\$ 6,000,000.00</u>	<u>\$ 60,807,237.50</u>	

# City of Deltona

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Reports for the period: 03/01/2011 – 03/31/2011

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 – March 2011

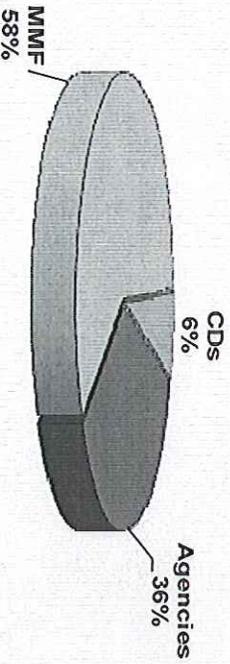
- City of Deltona: Robert Clinger, Finance Manager
- Davidson Fixed Income Management: Glenn Scott, Account Manager; Julie Hughes, Account Manager
- Investment Objectives:
  - Safety of Principal: The primary objective is to protect against any loss of principal.
  - Liquidity: Investments will be managed 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 (01/01/2011 – 03/31/2011)

<u>City of Deltona</u> <sup>2</sup>	<u>SBA</u>
BV Return (Yield) <sup>1</sup>	0.40%
	0.27%

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



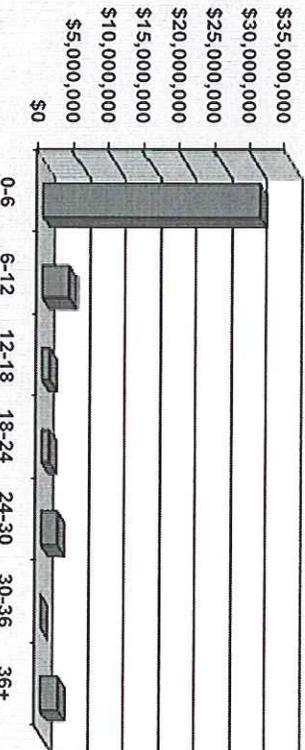
### Portfolio Characteristics 03/31/2011

Par Value:	\$	17,900,000
Market Value of Securities & CDS:	\$	17,971,616
Cost Value of Securities & CDS:	\$	18,051,591
MMF Balances:	\$	24,716,885
Wachovia Operating Balance:	\$	17,983,452
Total Account Balances:	\$	60,751,928

Weighted Avg YTM: 0.59%

Weighted Avg Maturity/Call: 6.9 Months

### Maturity Distribution





**Davidson**  
Fixed Income Management  
REGISTERED INVESTMENT ADVISER

Davidson Fixed Income Mgmt

**City of Deltona**  
Portfolio Management  
Portfolio Summary  
March 31, 2011

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/360 Equiv.	YTM/365 Equiv.
Certificates of Deposit - Bank	2,700,000.00	2,700,000.00	2,700,000.00	6.33	1,827	1,797	2.500	2.535
Managed Pool Accounts	24,716,885.20	24,716,885.20	24,716,885.20	57.94	1	1	0.139	0.141
Federal Agency Coupon Securities	15,200,000.00	15,271,615.65	15,245,870.56	35.74	662	260	0.958	0.971
<b>Investments</b>	<b>42,616,885.20</b>	<b>42,688,500.85</b>	<b>42,662,755.76</b>	<b>100.00%</b>	<b>353</b>	<b>207</b>	<b>0.581</b>	<b>0.589</b>
<b>Total Earnings</b>	<b>March 31 Month Ending</b>							
Current Year	20,960.07							

Robert Clinger, Finance Manager

Reporting period 03/01/2011-03/31/2011  
Data Updated: FUNDSNAP: 04/19/2011 12:38  
Run Date: 04/19/2011 - 12:38

No fiscal year history available

**City of Deltona**  
**Portfolio Management**  
**Investment Status Report - Investments**  
**March 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
<b>Certificates of Deposit - Bank</b>												
SYSDEL0265	DEL0265	BB&T	2,700,000.00	2.500	03/02/2016	03/02/2011	2.500	2.535	03/01 - 365 Days	0.00	2,700,000.00	2,700,000.00
<b>Certificates of Deposit - Bank Totals</b>			<b>2,700,000.00</b>	<b>2.500</b>			<b>2.500</b>	<b>2.535</b>		<b>0.00</b>	<b>2,700,000.00</b>	<b>2,700,000.00</b>
<b>Managed Pool Accounts</b>												
SYSDEL0007	DEL0007	AIMGAP	1,218,815.28	0.050			0.049	0.050	02/01 - Monthly		1,218,815.28	1,218,815.28
SYSDEL0006	DEL0006	AIMLAP	1,370,283.84	0.170			0.168	0.170	02/01 - Monthly		1,370,283.84	1,370,283.84
SYSDEL0009	DEL0009	FLSAF2	8,488,709.42	0.170		01/01/2010	0.168	0.170	02/01 - Monthly		8,488,709.42	8,488,709.42
SYSDEL0011	DEL0011	FLSAF3	6,546,729.18	0.170		01/01/2010	0.168	0.170	02/01 - Monthly		6,546,729.18	6,546,729.18
SYSDEL0008	DEL0008	FLSAFE	3,520,359.99	0.170			0.168	0.170	07/01 - Monthly		3,520,359.99	3,520,359.99
SYSDEL0012	DEL0012	FLSBA	23,446.86	0.270		03/01/2010	0.286	0.270	04/01 - Monthly		23,446.86	23,446.86
SYSDEL0013	DEL0013	FLSBAB	4,773.00	0.001		03/01/2010	0.001	0.001	04/01 - Monthly		4,773.00	4,773.00
SYSDEL0004	DEL0004	VFADV	3,543,767.63	0.010			0.010	0.010	12/01 - Monthly		3,543,767.63	3,543,767.63
<b>Managed Pool Accounts Totals</b>			<b>24,716,885.20</b>	<b>0.139</b>			<b>0.141</b>			<b>0.00</b>	<b>24,716,885.20</b>	<b>24,716,885.20</b>

<b>Federal Agency Coupon Securities</b>												
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
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	2,000,332.75
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	1,002,117.71
3133XUJ46	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	1,998,741.87
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	1,215,467.56
3133XULE1	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	2,009,118.71
31398AUU4	DEL0215	FNMA	2,000,000.00	2.000	01/09/2012	03/30/2010	0.980	1.004	07/09 - 01/09	Received	2,034,940.00	2,015,200.81
31331KCS7	DEL0260	FPCB	1,250,000.00	0.600	08/22/2012	03/01/2011	0.500	0.507	08/22 - 02/22	Received	1,251,700.00	1,251,791.45
31398A3N0	DEL0255	FNMA	1,250,000.00	0.625	09/24/2012	03/01/2011	0.503	0.510	03/24 - 09/24	Received	1,252,235.75	1,252,116.62
3134G13K8	DEL0250	FHLMC6	1,250,000.00	1.000	05/24/2013	03/01/2011	1.009	1.023	08/24 - 02/24	Received	1,249,375.00	1,249,641.41
313372QY3	DEL0245	FHLBCQ	1,250,000.00	1.450	09/10/2013	03/10/2011	0.877	0.889	06/10 - Quarterly	Received	1,251,750.00	1,251,341.67
<b>Federal Agency Coupon Securities Totals</b>			<b>15,200,000.00</b>	<b>0.958</b>			<b>0.971</b>			<b>430.56</b>	<b>15,351,590.75</b>	<b>15,245,870.56</b>
<b>Investment Totals</b>			<b>42,616,885.20</b>	<b>0.581</b>			<b>0.589</b>			<b>430.56</b>	<b>42,768,475.95</b>	<b>42,662,755.76</b>

**City of Deltona**  
**Purchases Report**  
**Sorted by Fund - Fund**  
**March 1, 2011 - March 31, 2011**

CUSIP	Investment #	Fund	Sec. Type Issuer	Original Par Value	Purchase Date Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM 365	Ending Book Value	
<b>City of Deltona</b>												
31331KCS7	DEL0260	100	FAC FFCB	1,250,000.00	03/01/2011 08/22 - 02/22	1,251,700.00	187.50	0.600	08/22/2012	0.507	1,251,791.45	
3134G13K8	DEL0250	100	FAC FHLMC6	1,250,000.00	03/01/2011 08/24 - 02/24	1,249,375.00	243.06	1.000	05/24/2013	1.023	1,249,641.41	
31398A3N0	DEL0255	100	FAC FNMA	1,250,000.00	03/01/2011 03/24 - 09/24	1,252,235.75	Received	0.625	09/24/2012	0.510	1,252,116.62	
SYSDEL0265	DEL0265	100	BCD BB&T	2,700,000.00	03/02/2011 03/01 - 365 Days	2,700,000.00		2.500	03/02/2016	2.535	2,700,000.00	
313372QY3	DEL0245	100	FAC FHLBCQ	1,250,000.00	03/10/2011 06/10 - Quarterly	1,251,750.00		1.450	09/10/2013	1.393	1,251,341.67	
	<b>Subtotal</b>			<b>7,700,000.00</b>		<b>7,705,060.75</b>	<b>430.56</b>				<b>7,704,891.15</b>	
	<b>Total Purchases</b>			<b>7,700,000.00</b>		<b>7,705,060.75</b>	<b>430.56</b>				<b>7,704,891.15</b>	

Received = Accrued Interest at Purchase was received by report ending date.

Data Updated: FUNDSNAP: 04/19/2011 12:38  
 Run Date: 04/19/2011 - 12:38

No fiscal year history available