



 DELTONA COMMUNITY CENTER  
MARCH 28, 2016

Renderings drawn by the Architect C.T. HSU & Associates, P.A. –  
New Community Center

# City of Deltona, Florida

## Annual Budget

## Fiscal Year

## 2016/2017





# *City of Deltona, Florida*



## **Annual Budget FY 2016 / 2017** **October 1, 2016 through September 30, 2017**

### **MAYOR**

John C. Masiarczyk, Sr.

### **CITY COMMISSION**

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

### **CITY MANAGER**

Jane K. Shang

### **DEPUTY CITY MANAGER**

Dale Baker

### **CITY ATTORNEY**

Gretchen "Becky" Vose

### **CITY DEPARTMENT DIRECTORS**

Joyce Raftery, City Clerk's Office  
Robert Clinger, Finance Department  
Steve Narvaez, Information Technology Services  
Chris Bowley, Planning and Development Services  
Dale Baker, Building and Enforcement Services  
Richard T. Adams, Human Resources  
Frank "Bill" Snyder, Fire Chief, Fire/Rescue Department  
Gerald Chancellor, Public Works and Utilities  
Steve Moore, Parks & Recreation

### **Prepared by:**

Finance Department Staff



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Deltona  
Florida**

For the Fiscal Year Beginning

**October 1, 2015**

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an Award for Distinguished Budget Presentation to the City of Deltona for its annual budget for the fiscal year beginning, October 1, 2015.

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

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

## HOW TO USE THE BUDGET DOCUMENT

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

### BUDGET OVERVIEW

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

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

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

### DEPARTMENT SUMMARIES

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

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

### OTHER INFORMATION

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

**Five-Year Capital Plan:** This section contains an overview of the City's plans for formalizing long-term capital planning as part of the FY 16/17 budgeting process.

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

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

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

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## *Deltona: A City on the Move*

September 19, 2016

### **CITY MANAGER'S BUDGET MESSAGE**

Dear Honorable Mayor and Commissioners:

I am pleased to submit the Fiscal Year 16/17 Annual Budget for your consideration and approval. The budget document is the comprehensive expression of policy set by the City Commission and is prepared based on staff's understanding of the Commission's goals and direction for the City and its residents. The Commission continues to support the development of quality municipal services and the City is continuing to focus on beautification and noticeable projects that create residential pride and an improved overall image for Deltona. The City's services make Deltona a great place in which to live, work and raise families. This year's efforts are designed to build civic confidence in our greatest asset – our residents and primarily our children. I am confident this budget demonstrates an investment in Deltona that will encourage others to invest in our City as well. Community pride, in turn, will establish an environment to attract new business, leading to increased property values. The appearance of the City and its neighborhoods reflect upon the image of the City and we should place that goal as paramount.

The theme for this year's budget is *Deltona: A City on the Move*. Staff is presenting a balanced budget which will allow the City to continue to provide quality services to all its residents, while managing City resources in the most efficient manner possible. The three most significant goals in the upcoming year are construction of a multi-use community center, significant road improvements and utility development within the City's recently established Community Redevelopment Agency (CRA) for Saxon Boulevard and Deltona Boulevard. Other goals include continuing to provide excellent customer service and a business friendly attitude, bold initiatives on beautification, determination of a sports niche, as well as a City Center, design and engineering for the City's Public Works facility and expanded fiber optic installations where possible. In order for Deltona to grow and to improve the quality of life for its citizens, existing and new businesses, hospitals and schools are essential partners to the City's future and the City is well on its way to obtaining some of these vital partners. The City will continue to apply for grant funding when and where possible and in the best interest of the City to bring additional revenues to the community. The City has been aggressively pursuing grants and has already been awarded funds from the Florida Department of Transportation's Bold Initiative Program, as well as other significant cost-sharing grants received from the St. John's River Water Management District ([SJRWMD](#)) and the Florida Department of Environmental Protection.

The budget process began with a workshop on July 11, 2016. Another public workshop was held on August 8<sup>th</sup> for Special Revenue, Enterprise (Deltona Water) and Capital Projects Funds in order to further involve the Commission in the budget process. Given the fact that the City has so many competing needs for funding, a second General Fund workshop was held on August 11<sup>th</sup>.

On August 11, the City Commission advised staff to prepare the budget using a millage rate of 7.95. This is a reduction in the millage rate of 7.99, which is the rate the City has adopted since FY 11/12. This rate represents an increase of 7.3% over the rolled back rate of 7.4120. The roll back rate is the rate that would bring in the same amount of property tax revenue as the prior year (without factoring in new construction). The adopted millage rate will allow the City to continue to address various important and outstanding community needs and services.

In July 2016, the City issued a bond in the amount of \$35,750,000 that had a three-fold purpose. First, the remaining balance of the Series 2006 Transportation Capital Improvements Bond was refinanced, an additional \$18.6 million was obtained in order to continue moving forward with significant road projects and, lastly, \$8,000,000 was obtained to build the City's new Center at Deltona, a multi-use community building. Staff was able to maintain expenditures so that increased overall revenues will cover any increases in on-going expenditures, while also allowing the City to implement new programs. The Volusia County Sheriff's Office (VCSO) contract increased approximately \$700,000 and this was also covered without using any of the City's reserve funds.

Staff was able to present a budget which allows for continued movement of the City obtaining its strategic goals. Some of the highlights follow:

- The City intends to continue with the City-wide beautification program which will tie the City together with a uniform landscaping template. The first phase, the addition of accent arrangements to existing City gateways and medians as well as City Hall has been completed. Staff has executed an agreement with the Florida Department of Transportation to add landscaping to the I-4 / Howland interchange. Staff also worked with the Florida Department of Transportation for landscaping improvements at the I-4 / Saxon interchange.
- Support of economic development through continuation of Team Volusia membership to assist with data base creation, branding, economic development incentives and marketing of available Deltona parcels for development.
- Continuation of the City's Trap-Neuter-Release (TNR) program which results in savings to the City with reduced expenditures on kennel fees.
- Addition of an Events/Facility Manager for the Center at Deltona to develop a business pro forma and to market the new facility.
- The City has been awarded several grants for the upcoming year and will continue to aggressively pursue grants and other alternative funding sources.
- Continuation of the City's Condemned/Demolition Home Program and review of the City's sign ordinance to complement the City's beautification program.
- Utility expansion to promote economic development and to address the needs of aging infrastructure within a newly established Community Redevelopment Area (CRA).
- Significant road improvements to include continued milling and resurfacing roadways throughout the City, rebuilding of East Normandy from Farrington to Quincy, completion of

the Catalina / Howland intersection improvements, more sidewalks and evaluation of improvements to Tivoli Dr. Implementation of a traffic impact analysis to develop roadway needs for Phase II of the Transportation Capital Improvement Program.

- The budget includes funding for a volunteer Firefighter Reservist Program which will allow supplementary resources for projects and programs within the fire department both in the administration and the operations divisions in addition to providing a qualified pool of applicants should the Fire Department experience vacancies.
- Funding to partner with Heritage Middle School in a three year anti-bullying program.
- Means of communication continue to be improved at various levels including an expansion of the function of the Public Information Office, upgrades to the City's broadcasting capabilities, increased social media presence and continuation of the Ordinance Review Committee.
- Improvements to several City parks including a restroom at Dwight Hawkins, a storage facility at Veteran's Park Museum, replacement basketball courts at both Manny Rodriquez and Timber Ridge, development of a neighborhood park and continuation of the installation of security cameras at park facilities throughout the City.
- Securing funding and commence construction of the Lakeshore Multi-Use Trail.

General Fund budgeted revenues for FY 16/17 increased by \$1,068,100, or 2.9%, over FY 15/16. In presenting a balanced budget with a millage rate of 7.95, staff believes the City is adequately positioned to continue to address needs from prior years that have been on hold as well as any unanticipated expenses that may arise in the upcoming year.

## **OVERVIEW**

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

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

At the beginning of the budget process, Department Directors were instructed to develop their budgets using their actual expenditures for FY 14/15, their FY 15/16 budgets, or a combination thereof, as their starting point and to be prepared to justify any budget requests above that amount. While this goal was not attainable in all cases, Directors diligently worked toward preparing a sound budget that includes only necessary expenditures. Each department has played a critical role in presenting a balanced budget.

Budget Message

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

General Fund:

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

Economic Development Fund:

- Development Incentives - \$920,000

Grant Match Fund:

- Grants Match Reserve - \$1,741,400

All of these designated/reserved funds may only be used by obtaining Commission approval.

The proposed budget shows the City continuing to be in a good financial position throughout the upcoming year, and staff believes that this plan addresses major issues identified by the Commission as well as the City's Strategic Plan. Total budgeted General Fund operating expenditures for FY 16/17 increased by \$1,707,400 or 5.1%.

Another point of note is the average City of Deltona property taxes paid per household. In FY 16/17 Deltona residents will pay an average of \$361.55 per household in property taxes. The average amount of property taxes paid per Deltona household reached a peak of \$333.47 in FY 06/07. Ten years later, the average has increased by a total of 8.4%, or less than 1.0% per year. Deltona residents continue to pay among the lowest city property taxes in the County.

The cost of personal services increased as the City Commission has approved the addition of several new positions in areas identified as having the most need. Additionally, the Commission approved to adopt and implement a recently completed compensation study. Lastly, non-Bargaining Unit employees were budgeted to receive a modest increase and Bargaining Unit employees are scheduled to receive their contractual increase. Due to ever-increasing costs, the City made the decision to bid health insurance with a January 1, 2017 effective date.

**BUDGET HIGHLIGHTS**

As previously mentioned, this budget presents an operating surplus for the General Fund as the result of a more positive outlook compared to recent years. Even so, the City continues to take a very guarded stance in regards to a continued slow recovery. The City accepts the reality that the absence of major commercial development in the City will continue to place the tax burden on City residents and is diligently working to reverse that trend.

**Revenues – Increases and Decreases**

Deltona is a full-service City and has many revenue sources to fund a variety of services.

The City relies on a wide variety of revenue sources. Total General Fund budgeted operating revenues for FY 16/17 increased by \$1,068,100, or 2.9%, over the prior year budget. For FY 16/17 the following changes in revenues are anticipated when compared to the FY 15/16 budget:

Budget Message

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General Fund:

- The City experienced an increase in taxable property values of 8.6% for FY 16/17. With the adopted millage rate of 7.95, the City has budgeted \$1,080,000 more in property tax revenue than it did in FY 15/16.
- Taxes overall, which include property taxes, as well as various franchise fees and service taxes, are budgeted to increase in the aggregate by \$370,000. Some of these tax revenues increased while others decreased. Property tax revenue increased by \$1,080,000, while Electric Franchise Fees, Electric Utility Service Taxes and the Telecommunications Service Taxes experienced a cumulative decline of \$670,000.
- Licenses/permits are budgeted to increase by \$15,000 due to a small anticipated increased number of permits issued for new construction.
- Intergovernmental revenues are budgeted to increase by \$923,600. Virtually all of this is attributable to an increase in the State Revenue Sharing and Half-Cent Sales Tax, both based on figures provided by the State.
- Charges for Services are budgeted to decrease by \$190,000. This decrease is entirely attributable to the City's Anti-blight Ordinance which requires mortgagees foreclosing property to register with the City and pay a registration fee. While this decline in revenue may seem like a move in the wrong direction, it is likely indicative of home buying out-pacing home foreclosures.
- Fines and Forfeits are budgeted to decrease by \$65,500 over the FY 15/16 budget. This is due to a projected decrease in Law Enforcement Fines based on current year-to-date revenue received.
- Miscellaneous revenues are budgeted to remain essentially flat with a small increase of 1.7%.

Other Funds:

- Special assessments revenue is budgeted to increase by approximately \$80,600 due to the establishment of two new Streetlighting Districts (Oasis and Arbor Ridge Phase V) as well as the establishment of the City's first Lake District for Lake McGarity.
- Budgeted water and sewer charges for services are budgeted to increase by \$977,400 due to the annual indexing adjustment.

Expenditures Increases and Decreases

1. General Government – a decrease of \$69,500 or (0.8%).
2. Public Safety – an increase of \$660,600 or 3.3%.
3. Physical Environment – an increase of \$589,500 or 3.1%.
4. Transportation – an increase of \$174,500 or 7.5%.
5. Economic Environment – an increase of \$128,600 or 7.2%.
6. Culture/Recreation – an increase of \$587,700 or 21.8%.

Other Funds:

- Stormwater operating expenses, including debt service, increased by \$238,900 or 7.9%, primarily attributable to an increased allocation of staffing as projects ramp up.
- Solid Waste total operating expenses, including debt service, decreased by \$177,100 or 3%.
- Transportation Fund operating expenses, including debt service, have increased by \$243,600 or 15.5% also attributable to an increased allocation of staffing as projects ramp up.
- Deltona Water overall operating expenses, including debt service, increased by \$1,341,600 or 7.7%. \$906,400 is attributable to increased Debt Service as the Utility issued a bond in 2014 for which payments are now being budgeted. The remaining increase is a result of the Eastern Waste Water treatment plant coming completely on line, the addition of staff and general inflationary increases.

**CONCLUSION**

The City's annual budget serves as the Commission's most important planning tool to assist with serving the needs of the community and to continue to provide quality services to our 88,922 residents. The support of a dedicated City Commission, involved residents, businesses, hospitals, schools, and our committed City staff is truly appreciated by all involved in preparing the budget document.

The budget message and budget document highlights the operation and management of the City of Deltona as the City transitions back into a more economically stable condition. Contrary to the government stereotype, the City has pursued cost savings and efficiencies wherever and whenever possible and continues to do so. Over the last decade or more, the City has actually saved money by spending less than budgeted and it is apparent this trend will continue. As FY 15/16 draws to a close, close to \$1 million of the anticipated surplus was reallocated to reach other City goals such as electric signage at City gateways, parks improvements, and implementation of the Firefighter Reservist Program. Staff recommended, and the City Commission approved, increasing the Grants Match Reserve from \$500,000 to \$1,000,000 funded by this anticipated surplus. Any remaining surplus will be added to the City's reserves, leaving the City in an even more financially sustainable position. Per-capita General Fund spending continues to be among the lowest in the County. Staffing levels also indicate that Deltona has far fewer employees per resident than any community within the County. In short, the City has done much more with less and intends to continue to do so.

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

Respectfully submitted,



Jane Shang  
Deltona City Manager

**GENERAL INFORMATION**

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

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

As a result, the City continues to experience population growth. Since the 2010 U.S. Census County population of 85,182, Deltona increased by 3,740 residents for 2016 population of 88,922. The increased growth has resulted in more businesses being established in the City, greater business retention of existing Deltona businesses, as well as more housing, education, and employment opportunities. Large vacant tracts of land once held for future development are being developed. The population increase has also allowed Deltona to become the second largest metropolitan area in Central Florida and the largest city in Volusia County.

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

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

**GENERAL INFORMATION (Continued)**

Since the last fiscal year, the City completed its Strategic Plan and is using that plan as a template for the Economic Development Element in addition to the Comprehensive Plan. The City has also established a Community Redevelopment Area and is working toward the construction of a new community center to be named the Center at Deltona for community events, leased venues and daily use by the Council on Aging for the City’s senior population.

**CITY GOVERNMENT**

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

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

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

John Masiarczyk, Sr., Mayor	2018	Nancy Schleicher, Vice Mayor, District 4	2016
Mitch Honaker, District 1	2018	Diane J. Smith, District 2	2016
Heidi Herzberg, District 3	2018	Brian Soukup, District 5	2018
Chris Nabicht, District 6	2020		

**EXISTING LAND USES AND CONDITIONS**

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

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

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

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

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

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

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

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

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

**GENERAL INFORMATION (Continued)****EDUCATION**

The population of Deltona continued to grow, with a projected 1.62% increase in residents from 87,497 in 2015 to 88,922 in 2016. The growth is accommodated in the rebound of the Central Florida real estate market, continued development of Deltona Lakes lots, and new home construction within several master planned communities throughout the community. As a result, the City is experiencing more families moving to the area, which directly relates to an increase in the need for more school capacity and student stations.

To serve the Deltona population, the City has several education facilities in the form of charter schools, parochial private schools, public schools, and post-secondary institutions. Daytona State College and Bethune Cookman University offer post-secondary higher education. This gives a local student the educational opportunity to begin and continue their knowledge base from kindergarten through to achievement of a graduate degree if desired, in and near the City.

The 88,922 residents are served by the following public and private K-12 facilities:

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

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

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

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

**COMMUNICATIONS**

During FY 16/17 the Public Information Office will continue to expand the functions for the video production facilities to be more efficient as a live and recorded broadcast operation in addition to expansion of video communication and marketing. As existing equipment becomes obsolete by industry standards, it is being replaced by current technology equipment. The replaced equipment will be repurposed for recorded production operations, as is considered feasible. The City now offers a fully functional Video On-Demand service for all of its produced video files. The video production facilities will continue with on-demand video production to produce more Deltona-oriented and specific programming to air on Deltona TV.

**GENERAL INFORMATION (Continued)**  
**COMMUNICATIONS (Continued)**

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

**FIRE SERVICES**

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

For the immediate future the Fire Department is exploring ways to reduce the Insurance Services Organization (ISO) rating for the organization. Currently the department is rated a 4/9. Any reduction in rating has the potential of reducing insurance premiums within the City for both residential and commercial properties. The Fire Department is experiencing an increase in the request for services for EMS transport to area hospitals. This request has placed an extra burden on the current EMS transport fleet (rescues and associated equipment). In 2016, the City added a third transport capable rescue to its fleet. An aggressive maintenance and, if necessary, replacement program will be developed to allow the department to maintain a high level of pre-hospital EMS care for the immediate future. Cancer is a prevalent issue in the fire service. The fire department will look to ways of preventing our personnel from contracting this deadly disease. On this front, the fire department will finish outfitting the last two stations with diesel exhaust fans, replace the bunker gear washing machine, and develop new structural fire decontamination procedures. The department is also looking to updating some of its outdated equipment by replacing the thermal imaging cameras and the Autopulse CPR devices.

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

**GENERAL INFORMATION (Continued)****FIRE STATION FACILITIES AND LOCATIONS**

- Station 61-** Located at 1685 Providence Boulevard and built in 1973. An addition was constructed in 1979 for administration. The original Operation portion of the facility that houses the firefighters was renovated in 2008. This location serves as the administration building.
- Station 62-** Located at 320 Diamond Street and built in 2005. The station is located in the part of Deltona often referred to as the “first area” and is situated in a quiet residential community.
- Station 63-** Located at 2147 Howland Boulevard and built in 1977. This facility underwent minor remodeling when it was converted to a full-time, staffed station. An addition was added in 2007.
- Station 64-** Located at 236 Fort Smith Boulevard. Originally opened in 1989 as a temporary facility, the permanent facility was built in 1996 and was the last facility constructed by the former Deltona Fire District.
- Station 65-** Located at 2983 Howland Boulevard opened in August of 2011. This facility serves the north-western portion of the City and is positioned and constructed for future residential and commercial growth slated for this area of the City.
- Lombardy Logistics Facility-** In 2009 the Fire Department renovated Deltona’s original volunteer fire station to serve as a Logistics Facility. The former station 62 now houses the equipment and supplies to maintain the readiness and operational effectiveness of a department responsible for mitigating nearly 10,000 calls for service annually.

**LAW ENFORCEMENT**

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

The VCSO is committed to utilizing all of its resources in a continuing effort to proactively suppress criminal activity in the City. With the Sheriff’s Office working in collaboration with the citizens as well as the Mayor, City Commission and City Managers, past and present, Deltona’s crime rate has continued to show a steady decline. Deltona’s index crime rate, as measured by the Florida Department of Law Enforcement, has gone down five out of the last six years and in 2015 was 31.6 percent lower than the City’s crime rate in 2000.

**GENERAL INFORMATION (Continued)****LAW ENFORCEMENT**

During Fiscal Year 2010-11, the City approved the addition of three (3) new Sergeant positions and one (1) new Deputy position to enhance law enforcement services. In Fiscal Year 2011-12, the City Commission provided supplemental law enforcement resources with the addition of three (3) Deputy positions, bringing the total staff funded under the contract to 76 Deputies and 3 administrative personnel. Fiscal Year 2012-13 included the addition of another K-9 dog, bringing the K-9 staffing level to 5. There has been no increase in the level of service under the contract since Fiscal Year 2012-13.

The City of Deltona has turned to technology, and is implementing a license plate recognition system throughout the city to aid law enforcement in their battle against crime. The multi-year endeavor will complement the Volusia County Sheriff's Office effort with the same technology in additional areas throughout the county. The Volusia County Sheriff's Office deployed 225 Body-Worn Cameras department-wide to outfit all of the agency's patrol deputies, with additional cameras being assigned to several specialized units such as K-9, Motors and the Crime Suppression Team. School resource deputies and deputies assigned to the civil enforceable unit also will get cameras. The equipment purchase and the first five years of video storage total \$2.48 million. In the latest innovation, the Sheriff's Office's new Crime Center was brought on line on August 1, 2016. More than a year in the works, the Crime Center is a fully-integrated facility that serves the entire county by providing analysis of crime trends and patterns as well as real-time intelligence disseminated to officers in the field responding to high-risk, in-progress events. By tapping into existing and emerging technology, the Crime Center is helping to enhance the situational awareness of responding units and improve safety for the public and officers.

**INFORMATION TECHNOLOGY ADVANCES**

During FY 2015/2016 the IT Department significantly reduced its operating expenses which, in turn, affected all City operations. With IT continuing to provide the, equipment specifications, design and installation oversight of the technology portion of projects, the City will continue to deploy CCTV at additional City facilities and parks locations.

As these projects continue to mature, IT is now in the process of re-standardizing equipment so as to be able to leverage the new digital technology which is the most cost effective option moving forward. Significant savings have been realized by leveraging in-house IT talent instead of contracting for those services. This business model will be used to continue to secure more City facilities moving forward. Continued reduction of operating expenses is an on-going goal for the IT Department.

The new Eastern Wastewater Treatment Plant is online and fully operational from a technology perspective. IT continues to work with Water staff and its vendor community helping with maintaining all communications equipment and any coordinating modifications needed to the existing network design to ensure the seamless introduction of this new facility into the City's existing wide area network, allowing for not only SCADA operations but access to all City production platforms: voice / video / data.

**GENERAL INFORMATION (Continued)**  
**INFORMATION TECHNOLOGY ADVANCES (Continued)**

IT has completed the first phase of deploying new computer equipment to staff. The second phase will begin this coming fiscal year with virtually all City computers being brought up to the latest technology.

The IT Department is refocusing its efforts in designing and modifying its support for all production platforms with an eye towards increasing all aspects of security, not only at the data level but also at the staff level by instituting an educational program for employees focusing on all things security related. This education program will help bring continued awareness to all City staff that security is important to everyone on a professional level as well as a personal level. Staff will be able to use their security knowledge to enhance the level of protection on their personal computers.

The IT Department continues moving forward with its long-range program of installing a fiber ring in an effort to control the City's infrastructure costs and to reduce the City's dependence on outside vendors for network transport. The City now has the capacity to bring three City facilities online, and testing of these connections will begin shortly. The goal of connecting all City facilities is slowly moving forward. The new Center at Deltona has been included in the City's fiber buildout plan so as allow that facility to be seamlessly incorporated into the City's existing infrastructure when it is completed. IT is also planning on continuing to modify its fiber ring design plan to allow for the incorporation of the proposed combined City multitenant proposed Anderson property if that project is approved.

Ultimately, the end product of a City fiber ring will put the City on the cutting edge of technology and innovation. A City fiber ring would allow for wireless reading of water meters, a centralized CCTV video surveillance platform and access to traffic cameras if the City were decide to move in any of those directions. Additionally, a City-owned communications transport platform would allow IT to have the ability to add new and improved security elements as they become available all the while providing enhanced security while controlling costs.

Lastly, the IT Department continues to work with and to coordinate with Public Works in order for conduit installation become part of any road or infrastructure project moving forward, thereby reducing installation costs.

**PARKS AND RECREATION**

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

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

A feasibility study was completed in December 2011 for a twelve-foot wide shared use pathway approximately 4,700 feet long. This path will connect Thornby Park on Providence Boulevard with the Lake Monroe Boat Ramp, Lakeshore Community Center and Green Springs Park on Lakeshore Drive. The Lakeshore Loop Trail was on the Volusia Transportation Planning Organization's (TPO) list of prioritized projects and is budgeted in the FY 15/16 State budget to provide 90% of the project construction and CEI (construction/engineering inspection) costs. The City is responsible for a 10% match (approximately \$58,000). The City applied for a Volusia County ECHO grant to fund the City's 10% required match. The ECHO grant was approved by the County Council on May 21, 2015 meaning the City's out-of-pocket cost for the project will be virtually nothing. Construction is anticipated to begin in September, 2016, with a six month estimated time frame for completion.

The City plans to pursue, and hopes to secure, other grant opportunities in the future that will enable the City to continue various park improvements and is considering several locations along Howland Boulevard or other City properties to address parks concurrency. A new multi-purpose field at Dwight Hawkins Park, along with a new baseball practice field at Manny Rodriguez have been completed. A new public address system has been installed at Dewey Boster, security cameras and new Park fencing have also been added for security. The addition of sports field lighting at Wes Crile Park now offers additional capacity for football/baseball play during the evening hours. A new park pavilion and basketball court compliment Campbell Park, which continues to be the City's most suitable Park for picnics and parties. A City-wide beautification program at City parks, facilities, and gateways has enhanced the curb appeal of the City.

The Dewey O. Boster Soccer Complex continues to be the City's "crown jewel". South American, European and Major League professional soccer teams continue to train throughout the year at the complex, offering City residents an opportunity to enjoy some great entertainment. Additionally, Bethune Cookman University started a collegiate soccer program and will play their games at Dewey Boster Park.

**RIVERS AND LAKES**

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

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

**GENERAL INFORMATION (Continued)****RIVERS AND LAKES (Continued)**

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

**PLANNING, DEVELOPMENT AND THE ECONOMIC CLIMATE**

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

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

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

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

**GENERAL INFORMATION (Continued)****PLANNING, DEVELOPMENT AND THE ECONOMIC CLIMATE (Continued)**

new assisted living facility, an essential public utility substation, three Racetrac stores, a Tractor Supply Company development, the rehabilitation of Deltona's first shopping center, and commercial development on smaller tracts.

The City opened Phase I of the Eastern Water Reclamation Facility and completed the regional pump station located near the intersection of Howland and Elkcam Boulevards. These facilities will guide and facilitate development throughout the City for the next several decades, with capacity also becoming available at the Fisher Water Reclamation Facility. At the same time, this creates additional capacity at the existing Fisher Plant for more potential development.

Finally, a Sports Market Analysis, database construction with Team Volusia Economic Development Corporation, and analysis of the existing Community Center was conducted to ensure that public facilities within the City are serving, or are identified to serve through expansion, our residents to their greatest potential.

**HOUSING AND COMMUNITY DEVELOPMENT**

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

Public service programs such as mentoring, college scholarships, childcare, homelessness prevention and senior activities are only a few of the social services programs funded through CDBG funds. Other projects slated for CDBG funding include various park improvements/upgrades throughout the City. The City has also focused its efforts on the aspects of affordable housing and public services with the greatest need within the City. The over \$10 million in NSP money has purchased 86 homes, rehabilitated them, and sold 83 homes to families in need of housing. It is anticipated the City will purchase one additional final home for repair within the NSP program and close-out the NSP 3 program this fiscal year.

The CDBG and SHIP programs have been instrumental in social services, hosting summit series, with the Affordable Housing Advisory Committee (AHAC), homelessness prevention and neighborhood stabilization by allowing owners to repair their homes for basic needs, such as reroofing, upgraded electrical, and upgraded plumbing systems, etc.

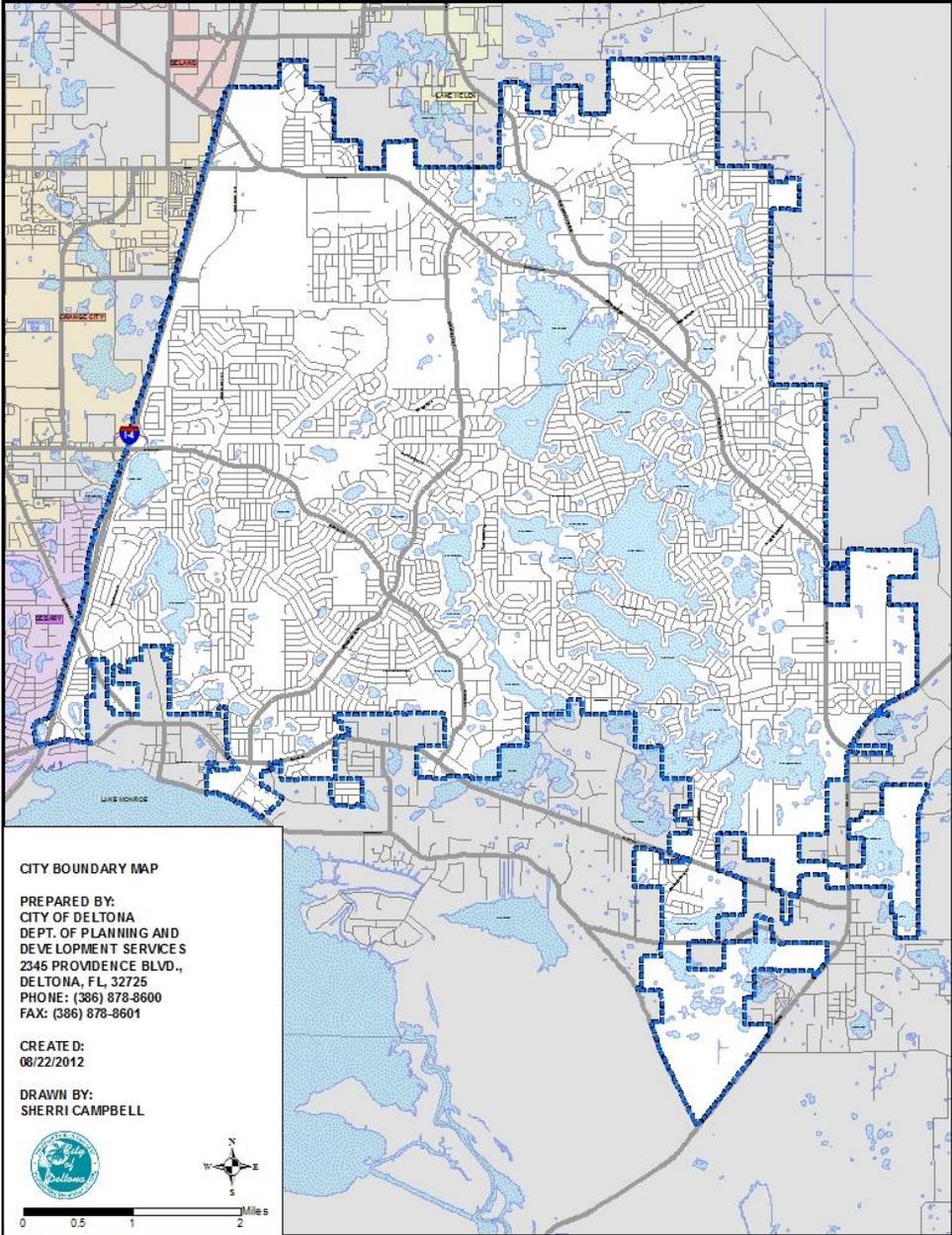
In addition to the grants received by the City for public services and housing related activities, the City will continue its demolition program to make the appearance of the City better and to increase property values. The City will also continue its foreclosure registration program. The program requires that all homes in foreclosure be registered and be managed by a management company.

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Location Map



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



Demographics

DEMOGRAPHICS

<b>POPULATION</b> – April 1, 2015	87,497	100.0	<b>AREA</b>	41	sq. miles
As of April 1, 2014	86,360				
<b>HOUSEHOLDS</b>			<b>HOUSING UNITS-OCCUPIED</b>	30,223	100.0
Total households	30,223	100.0	Owner-occupied housing units	24,623	81.5
Family households (families)	23,046	76.3	Renter-occupied housing units	5,600	18.5
With own children under 18 years	9,928	32.8			
Married-couple family	16,612	55.0	<b>HOUSEHOLD INCOME</b>		
With own children under 18 years	6,594	21.8	Less than \$10,000	1,477	5.3
Female householder	4,633	15.3	\$10,000 to \$14,999	1,560	5.6
With own children under 18 years	2,429	8.0	\$15,000 to \$24,999	3,162	11.3
Non-family households	7,177	23.7	\$25,000 to \$34,999	2,412	8.6
Householder living alone	5,458	18.1	\$35,000 to \$49,999	5,129	18.3
Householder 65 years and over	2,216	7.3	\$50,000 to \$74,999	6,510	23.2
Households with dwellers age 18 or less	11,571	38.3	\$75,000 to \$99,999	2,992	10.7
Households with dwellers age 65+	8,048	26.6	\$100,000 to \$149,999	3,152	11.2
			\$150,000 to \$199,999	962	3.4
			\$200,000 or more	693	2.5
			Median household income (dollars)	50,682	(X)
<b>AGE</b>			<b>OCCUPATION</b>		
Under 5 years	5,295	6.2	Management, professional	8,443	23.1
5 to 9 years	5,890	6.9	Service occupations	8,094	22.2
10 to 14 years	6,254	7.3	Sales and office occupations	11,244	30.8
15 to 19 years	6,471	7.6	Construction, extraction, maint.	5,235	14.3
20 to 24 years	4,857	5.7	Production, transportation, & moving materials	3,491	9.6
25 to 34 years	10,583	12.5			
35 to 44 years	11,861	13.9	<b>VEHICLES / HOUSEHOLD</b>		
45 to 54 years	13,072	15.3	None	691	2.5
55 to 59 years	5,173	6.1	1	9,230	32.9
60 to 64 years	4,610	5.4	2	14,258	50.8
65 to 74 years	6,056	7.1	3 or more	3,870	13.8
75 to 84 years	3,680	4.3			
85 years and over	1,380	1.6	<b>SCHOOL YEARS COMPLETED</b>		
<b>SEX</b>			Population 25 years and over	56,624	100.0
Male	41,497	48.7	Less than 9 <sup>th</sup> grade	1,983	3.5
Female	43,685	51.3	9 <sup>th</sup> to 12 <sup>th</sup> grade, no diploma	6,564	11.6
			High school graduate or GED	19,682	34.8
<b>RACE</b>			Some college, no degree	14,026	24.8
One race	82,104	96.4	Associate's degree	5,173	9.1
White	65,348	76.7	Bachelor's degree	5,970	10.5
Black or African American	9,271	10.9	Graduate or professional degree	3,226	5.7
American Indian & Alaskan Native	414	0.5	Percent high school graduate or higher	(X)	84.9
Asian	1,074	1.3	Percent bachelor's degree or higher	(X)	16.2
Hispanic or Latino (of any race)	25,734	30.2			
Native Hawaiian & Pacific Islander	49	0.1	<b>AGE OF HOUSING</b>		
Some other race	5,948	7.0	1939 or earlier	54	0.2
Two or more races	3,078	3.6	1940 to 1959	284	0.9
			1960 to 1969	1,748	5.3
<b>HOUSING VALUE</b> <i>Specified owner-occupied units</i>			1970 to 1979	3,921	12.0
Less than \$50,000	600	2.6	1980 to 1989	12,282	37.5
\$50,000 to \$99,999	4,750	20.3	1990 to 1999	7,559	23.1
\$100,000 to \$149,999	8,891	37.9	2000 to 2004	4,990	15.2
\$150,000 to \$199,999	5,943	25.4	2005 or later	1,897	5.8
\$200,000 to \$299,999	2,677	11.4			
\$300,000 to \$499,999	517	2.2	(X) = Not Applicable		
\$500,000 to \$999,999	0	0.0	Information taken from 2010 Census of Population & Housing Summary Report		
\$1,000,000 or more	52	.2			

**EXISTING POPULATION DISTRIBUTION**

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

**EXISTING POPULATION: RACE AND ETHNICITY**

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

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

Demographics

**HISPANIC OR LATINO RACE – TOTAL POPULATION**

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

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

**EXISTING POPULATION: EDUCATIONAL ATTAINMENT**

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

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

**EXISTING POPULATION: INCOME BY HOUSEHOLDS IN 2009**

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

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

**EXISTING HOUSEHOLDS: NUMBER AND AVERAGE SIZE**

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

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

Demographics

**EXISTING HOUSEHOLDS BY TYPE**

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

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

**PRINCIPAL TAXPAYERS  
FISCAL YEAR ENDED SEPTEMBER 30, 2015**

<u>Taxpayer</u>	<u>Type of Business</u>	<u>Taxable Assessed Value</u>	<u>Percentage of Total Taxable Assessed Value</u>
Duke Energy Florida, Inc. (formerly Florida Power Corp.)	Utility	\$ 27,184,119	1.5%
Florida Power & Light Company	Utility	20,165,790	1.1%
Wal-Mart Stores East LP	Discount Dept. Store	13,377,147	0.8%
Lowe's Home Centers, Inc.	Home Improvement Store	8,525,536	0.5%
Publix Super Markets, Inc.	Grocery Store	8,522,369	0.5%
Preferred Trust Co.	Real Estate	8,395,720	0.5%
Bright House Networks, LLC	Utility	7,683,572	0.4%
D O T Properties N V	Real Estate	6,940,500	0.4%
Deltona Partners, LLC	Real Estate	6,306,928	0.4%
IH3 Property Florida LP	Real Estate	6,266,756	0.4%
All Other		<u>1,663,933,700</u>	<u>93.5%</u>
	<b>Total</b>	\$1,777,302,137	100.0%

Source: County of Volusia Property Appraiser

**MISCELLANEOUS STATISTICS**  
(Estimated as of September 30, 2015)

**General City Information**

Date of incorporation.....	December 31, 1995
Form of Government.....	Commission – City Manager
Area in square miles.....	41
Number of paved streets.....	1,640
Miles of maintained streets.....	423.54
Developed lots.....	32,522
Platted single-family residential lots.....	35,817

**Fire Protection**

Number of stations.....	5
Number of Firefighters and Officers (Fire Operations).....	69
Number of Administrative Staff and Communications.....	11
Number of calls (alarms) answered.....	9,608
Number of inspections conducted.....	3,613

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

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

**Parks and Recreation**

Number of Community Parks.....	11
Number of Neighborhood Parks.....	7
Number of Urban Open Spaces.....	1
Number of Tot Lots.....	1
Developed Park Area.....	303.53 Acres
Undeveloped Park Area.....	284 Acres
Baseball Fields (Dewey-4; Vann-4; Wes Crile-2; Timber Ridge-1; Manny Rodriguez-2).....	13
Basketball Courts.....	11
Football Fields.....	2
Multi-Purpose Fields (Festival; Campbell; Wes Crile; Harris Saxon; Keysville; Hoffman; Dwight Hawkins; Manny; Dewey-2).....	10
Playgrounds.....	18
Racquetball Courts.....	3
Shuffleboard Courts.....	18
Soccer Fields.....	10
Tennis Courts (Campbell-1; Wes Crile-4; Harris Saxon-2).....	6
Volleyball Courts (Outdoors-Campbell & Lake Gleason; Indoor-Wes Crile).....	3
Softball Fields (Dupont Lakes-2; Vann-1).....	3
Gymnasium (Wes Crile).....	1

**Public Schools**

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

**Sewage System**

Miles of sanitary sewers.....	93
Number of treatment plants.....	2
Average number of active service connections.....	6,190
Daily average treatment in gallons.....	0.8 mgd
Permitted average daily capacity in gallons.....	1.40 mgd

**Water System**

Miles of water mains.....	501
Average number of active services connections.....	33,498
Number of fire hydrants.....	1,206
Daily average consumption in gallons.....	7.73 mgd
Maximum day consumption in gallons.....	11.783 mgd
Permitted maximum daily capacity in gallons.....	32.083 mgd
Number of active Water Treatment Plants.....	12

**ORGANIZATIONAL CHART**



**Citizens of Deltona**

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

**Various Appointed Boards & Committees**

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

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

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

**Human Resources**  
 Richard Adams, Director  
 • Human Resources  
 • Risk management

**City Manager**  
 Jane K. Shang

**Deputy City Manager**  
 Dale Baker

**Information Technology**  
 Steve Narvaez, IT Director

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

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

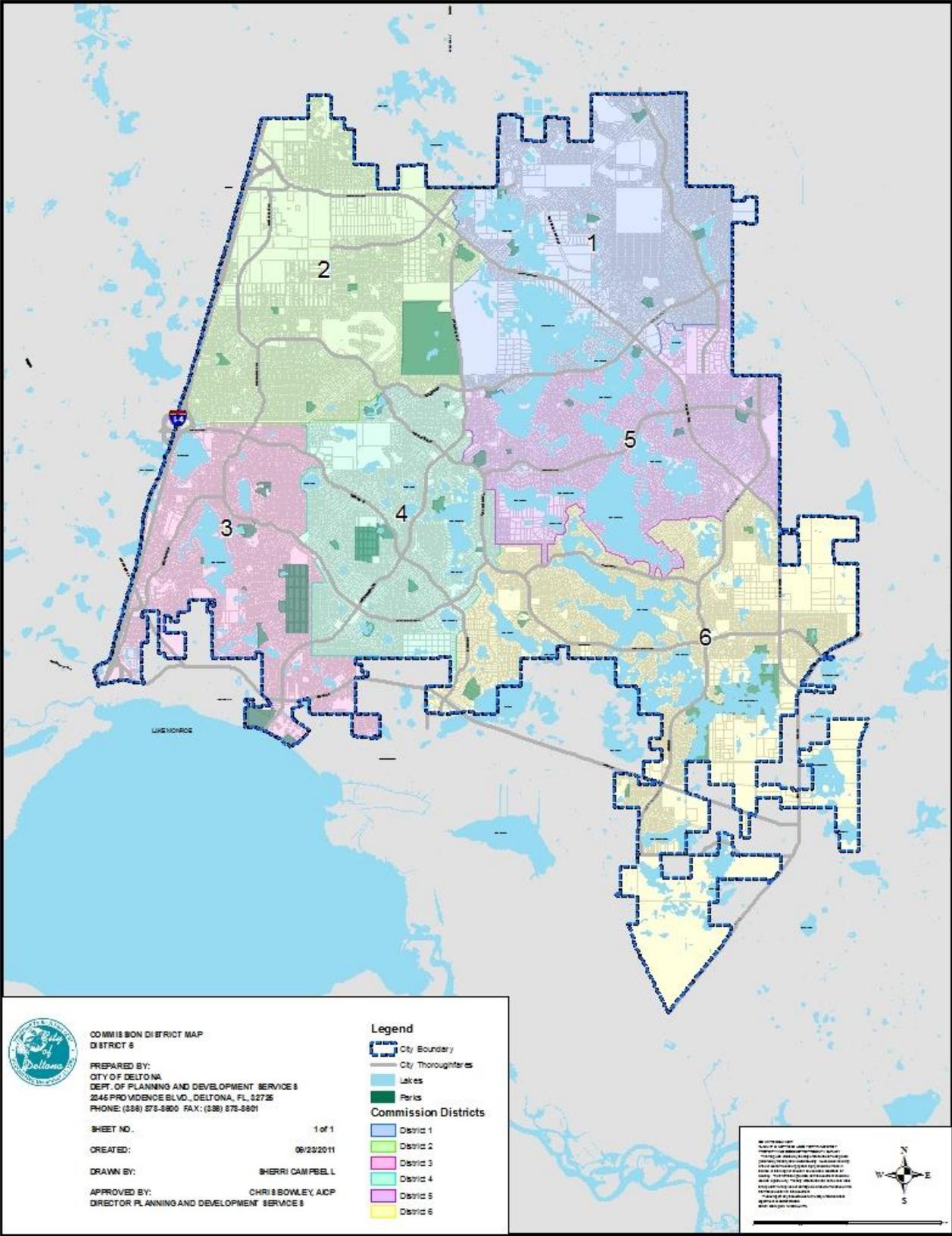
**City Attorney**  
 Gretchen "Becky" Vose

**Fire / Rescue Department**  
 Frank "Bill" Snyder Fire Chief  
 • Operations/Combat  
 • Emergency Management/ Administration  
 • Fire Loss Management

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

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

COMMISSION DISTRICT MAP



**BUDGET SUMMARY - FULL TIME EQUIVALENT HISTORICAL STAFFING SUMMARY**

			Estimated Actual		
	FY14	FY15	FY16	Change	FY17
<b>GENERAL FUND:</b>					
City Commission	1.0	1.0	1.0	0.0	1.0
City Manager	7.5	7.0	8.0	0.0	8.0
City Clerk	5.5	5.5	5.5	0.0	5.5
Finance Department	12.0	11.0	11.0	0.0	11.0
Information Technology Services	6.0	6.0	7.0	1.0	8.0
City Attorney	2.0	2.0	2.0	0.0	2.0
Planning & Development Services	8.0	7.0	10.0	0.0	10.0
<b>Building &amp; Enforcement Services</b>					
Construction Services	10.5	10.5	7.5	0.0	7.5
Enforcement Services	16.0	18.0	19.0	(1.0)	18.0
	<u>26.5</u>	<u>28.5</u>	<u>26.5</u>	<u>(1.0)</u>	<u>25.5</u>
Human Resources	4.5	4.5	4.5	0.0	4.5
General Government	0.0	0.5	1.0	0.0	1.0
<b>Fire/Rescue</b>					
Administration Division	8.0	8.0	11.0	0.0	11.0
Operations Division	69.0	69.0	69.0	0.0	69.0
	<u>77.0</u>	<u>77.0</u>	<u>80.0</u>	<u>0.0</u>	<u>80.0</u>
<b>Public Works</b>					
Traffic Operations	6.0	6.0	6.0	1.0	7.0
Engineering Division	5.0	5.0	5.0	1.0	6.0
Field Operations	10.0	10.0	10.0	0.0	10.0
Administration Division	2.0	2.0	2.0	0.0	2.0
Fleet Maintenance	5.0	6.0	6.0	0.0	6.0
	<u>28.0</u>	<u>29.0</u>	<u>29.0</u>	<u>2.0</u>	<u>31.0</u>
Parks & Recreation	26.0	26.5	29.0	2.0	31.0
<b>TOTAL GENERAL FUND</b>	<u>204.0</u>	<u>205.5</u>	<u>214.5</u>	<u>4.0</u>	<u>218.5</u>
<b>SPECIAL REVENUE FUNDS:</b>					
Stormwater Fund	26.0	28.0	28.0	2.0	30.0
Solid Waste Fund	2.0	2.0	2.0	0.0	2.0
Neighborhood Stabilization (NSP 1)	2.0	2.0	0.0	0.0	0.0
Neighborhood Stabilization (NSP 3)	1.0	1.0	0.0	0.0	0.0
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<u>31.0</u>	<u>33.0</u>	<u>30.0</u>	<u>2.0</u>	<u>32.0</u>
<b>ENTERPRISE FUND:</b>					
<b>Water Utility Services</b>					
Administration	7.0	7.0	8.0	1.0	9.0
Water Plant Operations	12.0	13.0	13.0	0.0	13.0
Wastewater Plant Operations	9.0	9.0	10.0	0.0	10.0
Customer Service/Billing	16.0	17.0	17.0	0.0	17.0
Water/WW Field Operations	23.0	24.0	24.0	0.0	24.0
Eastern Wastewater Treatment Plant	0.0	6.0	6.0	3.0	9.0
<b>TOTAL ENTERPRISE FUND</b>	<u>67.0</u>	<u>76.0</u>	<u>78.0</u>	<u>4.0</u>	<u>82.0</u>
<b>TOTAL ALL FUNDS</b>	<u>302.0</u>	<u>314.5</u>	<u>322.5</u>	<u>10.0</u>	<u>332.5</u>

**BUDGET SUMMARY - STAFFING CHANGES**

	Number of Postions (full & part-time) by Department									Budgeted		
	FY16			Change			FY17			Full-time Equivalents		
	FT	PT	Total	FT	PT	Total	FT	PT	Total	FY16	Change	FY17
<b>GENERAL FUND</b>												
City Commission	1.0	-	1.0	-	-	-	1.0	-	1.0	1.0	-	1.0
City Manager	7.0	2.0	9.0	-	-	-	7.0	2.0	9.0	8.0	-	8.0
City Clerk	5.0	1.0	6.0	-	-	-	5.0	1.0	6.0	5.5	-	5.5
Finance Department	11.0	-	11.0	-	-	-	11.0	-	11.0	11.0	-	11.0
Inf. Technology Services	7.0	-	7.0	1.0	-	1.0	8.0	-	8.0	7.0	1.0	8.0
City Attorney	2.0	-	2.0	-	-	-	2.0	-	2.0	2.0	-	2.0
Planning & Development Svcs.	10.0	-	10.0	-	-	-	10.0	-	10.0	10.0	-	10.0
<b>Building &amp; Enforcement Services</b>												
Construction Services	7.0	1.0	8.0	-	-	-	7.0	1.0	8.0	7.5	-	7.5
Enforcement Services	19.0	-	19.0	(1.0)	-	(1.0)	18.0	-	18.0	19.0	(1.0)	18.0
	26.0	1.0	27.0	(1.0)	-	(1.0)	25.0	1.0	26.0	26.5	(1.0)	25.5
<b>Human Resources</b>	4.0	1.0	5.0	-	-	-	4.0	1.0	5.0	4.5	-	4.5
<b>General Government</b>	-	2.0	2.0	-	-	-	-	2.0	2.0	1.0	-	1.0
<b>Fire/Rescue</b>												
Administration Division	11.0	-	11.0	-	-	-	11.0	-	11.0	11.0	-	11.0
Operations Division	69.0	-	69.0	-	-	-	69.0	-	69.0	69.0	-	69.0
	80.0	-	80.0	-	-	-	80.0	-	80.0	80.0	-	80.0
<b>Public Works</b>												
Traffic Operations	6.0	-	6.0	1.0	-	1.0	7.0	-	7.0	6.0	1.0	7.0
Engineering Division	5.0	-	5.0	1.0	-	1.0	6.0	-	6.0	5.0	1.0	6.0
Field Operations	10.0	-	10.0	-	-	-	10.0	-	10.0	10.0	-	10.0
Administration	2.0	-	2.0	-	-	-	2.0	-	2.0	2.0	-	2.0
Fleet Maintenance	6.0	-	6.0	-	-	-	6.0	-	6.0	6.0	-	6.0
	29.0	-	29.0	2.0	-	2.0	31.0	-	31.0	29.0	2.0	31.0
<b>Parks &amp; Recreation</b>	23.0	12.0	35.0	2.0	-	2.0	25.0	12.0	37.0	29.0	2.0	31.0
<b>SPECIAL REVENUE FUNDS</b>												
<b>Stormwater Fund</b>	28.0	-	28.0	2.0	-	2.0	30.0	-	30.0	28.0	2.0	30.0
<b>Solid Waste Fund</b>	2.0	-	2.0	-	-	-	2.0	-	2.0	2.0	-	2.0
<b>ENTERPRISE FUND</b>												
<b>Water Utility Services</b>												
Administration	8.0	-	8.0	1.0	-	1.0	9.0	-	9.0	8.0	1.0	9.0
Water Plant Operations	13.0	-	13.0	-	-	-	13.0	-	13.0	13.0	-	13.0
Wastewater Plant Operations	10.0	-	10.0	-	-	-	10.0	-	10.0	10.0	-	10.0
Customer Service/Billing	17.0	-	17.0	-	-	-	17.0	-	17.0	17.0	-	17.0
Water/WW Field Operations	24.0	-	24.0	-	-	-	24.0	-	24.0	24.0	-	24.0
Eastern WW Treatment Plant	6.0	-	6.0	3.0	-	3.0	9.0	-	9.0	6.0	3.0	9.0
	78.0	-	78.0	4.0	-	4.0	82.0	-	82.0	78.0	4.0	82.0
<b>Total City Staff</b>	<b>313.0</b>	<b>19.0</b>	<b>332.0</b>	<b>10.0</b>	<b>-</b>	<b>10.0</b>	<b>323.0</b>	<b>19.0</b>	<b>342.0</b>	<b>322.5</b>	<b>10.0</b>	<b>332.5</b>
<b>Full Time Equivalent</b>	<b>313.0</b>	<b>9.5</b>	<b>322.5</b>	<b>10.0</b>	<b>-</b>	<b>10.0</b>	<b>323.0</b>	<b>9.5</b>	<b>332.5</b>			

## STRATEGIC PLAN

### *A List of Targeted Objectives to Achieve within 5-Years*

#### I Introduction

The City of Deltona (City) is a relatively young community, historically speaking, having been established as an incorporated community in 1995. Although it has physically been a community since the early 1960s, it has grown into the largest city in Volusia County, with a population of over 87,000 residents in a short period of time. This rapid growth has led to the need to identify community goals that galvanize and focus City efforts for both short-range and long-range planning horizons.

The purpose of this Strategic Plan is to identify targeted achievable goals for a short-range planning horizon (no greater than 10 years). The City employed the assistance of Ms. Marilyn Crotty of the Florida Institute of Government at the University of Central Florida to facilitate a community vision to create common goals and objectives to place into this Strategic Plan. The Strategic Plan will also be used to create an Economic Development Element within the City's Comprehensive Plan to expand the short-range planning horizon into a longer-range version.

Two Community Visioning and Strategic Planning Workshops were conducted, one on October 17th and one on November 7th, 2015. The first meeting on October 17th was with residents and interested members of the community to create the topics to present to the City Commission for further focus. The second meeting on November 7th was with the City Commission and representatives of each City department to review the information provided from the community and to narrow it into a short list of priority objectives, to achieve within five years, as follows:

#### Strategic Issues

1. **Economic Development:** Provide a strategic focused effort towards economic development throughout the City to enhance existing businesses and attract new businesses.
2. **Fiscal Issues:** Maintain current fiscal stability, maximize alternative funding sources, and promote an effective system of checks and balances.
3. **Infrastructure:** Focus on the expansion of park facilities, commercial utilities, technology, roadways and trails to make Deltona a more sustainable community.
4. **Internal and External Communication:** Provide consistent and effective communication that promotes economic development, civic pride and service delivery.
5. **Public Safety:** To provide quality high-level public safety services to the community through consistent regulations within a coordinated management plan process.
6. **Social Services:** Continue to foster a wide variety of effective and targeted social services for City residents. *Note: no priority objectives were listed for this issue.*

The names of the department per task are listed next to each objective, with a projected time period to complete, if not an on-going or already completed effort.

## II Priority Objectives

From the above listed strategic issues, the following ranked priority objectives were created (*with the number of City Commissioner preferences listed in parentheses, where listed*):

1. **Fiscal Issues** – create a grants management program: find and write grants, administer grants, and provide quarterly updates and pursue new/alternate revenue sources (6) – a grant writer was selected and will begin to assist on the following tasks:
  - New Senior Community Center – *Planning & Development Services; contact person Chris Bowley. Two year project completing in 2017.*
  - Improvements to the existing Community Center – *Parks & Recreation Department; contact person Steve Moore. Two year project following the new Senior Center.*
  - Transportation/CIP (i.e. Tivoli Dr. expansion, Normandy Blvd. construction, Howland Blvd./Catalina Dr. intersection, TPO listed roads, sidewalks, trails/bike lanes) – *Public Works Department; contact person Gerald Chancellor. Start Normandy Blvd. and Tivoli Dr. in 2016.*
  - Thornby Park HERE Project – *City Manager’s Office; contact persons Jerry Mayes and Lee Lopez. Project based on available funding with decision in 2016.*
  - Veteran’s Museum – *Parks & Recreation Department; contact person Steve Moore. On-going with available funding.*
  - Overall beautification grants – *Varies by department. Underway and on-going effort.*
  - Other grants as approved by the City Commission – *Varies by department. On-going per grant opportunities, as they are available.*
  
2. **Economic Development** – update the economic development plan (including the Land Development Code) (5) – underway with real estate analysis with TVEDC and Phase III of the LDC to be adopted in 2016.
  - Team Volusia coordination and creation of a database of commercial properties on the Team Volusia website and City website (market analysis of available properties) – *Planning & Development Services; contact person Chris Bowley. Underway with completion in 2016.*
  - Determine the business niche for the City to target/pursue (i.e. medical campus/offices/business park) – *Planning & Development Services; contact person Chris Bowley. Underway with completion in 2016.*
  - Focus on Howland Boulevard as the gateway for commercial growth (create a City Center and pursue acquisition of Casey property) – *Planning & Development Services; contact person Chris Bowley. On-going until all parcels are developed.*
  - Work with existing businesses to expand/grow, including a questionnaire and one-on-one site visits – *City Manager’s Office; contact person Jerry Mayes. Questionnaire to be completed in 2016 and site visits on-going.*
  - Promote customer service environment, including creation of a one-stop shop concept and any required staff development/training to achieve it – *City Manager’s Office; contact persons Jerry Mayes and Dale Baker. Underway with completion in 2016.*

- Construct a Senior Community Center and prepare a business pro forma, including the need for an events manager – *Planning & Development Services; contact person Chris Bowley. Two year project completing in 2017.*
  - Pursue the creation of CRA for Deltona Boulevard – *Planning & Development Services; contact person Ron Paradise. CRA submitted and obtain CRA authority/set-up within 2016.*
  - Create more diversified and high-quality housing opportunities to provide for all market demands – *Planning & Development Services; contact person Chris Bowley. Underway and on-going.*
3. **Economic Development** – analyze City-owned properties and determine their highest and best use, need for land acquisition/disposition, etc. (4) – underway with three efforts for real estate, parks, and utility master planning.
- Obtain master planning services, once the niche is determined – *Planning & Development Services; contact person Chris Bowley. Underway with completion in 2016.*
  - Review relocation of existing facilities (i.e. Public Works) – *Public Works Department; contact person Gerald Chancellor. Analyze properties in 2016, with funding, relocation within two years from funding date.*
4. **Public Safety** – strengthen code enforcement (abandoned properties, rental properties) (5) – underway with actions taken to notify residents of trash pick-up timing and letters sent to property owners to take action on sites in disrepair.
- Focus on the City’s beautification program (landscaping, trash removal, seasonal/holiday themes at the gateways, and major intersections) – *Enforcement Services; contact person Dale Baker. Underway and on-going.*
  - Fund and implement a demolition program for homes in disrepair. *Enforcement Services; contact person Dale Baker. Underway and on-going.*
  - Review the need for additional staff – *Enforcement Services; contact person Dale Baker. Underway and to be completed in 2016.*
  - Sign ordinance amendment/rewrite the sign code – *Planning & Development Services; contact person Chris Bowley. Underway with completion in 2016.*
5. **Public Safety** – pursue the ability of the City to be able to provide medical transport (4).
- Prepare a fire assessment fee cost-benefit analysis – *Fire Department; contact person Chief Bill Snyder. Underway with completion in 2016.*
  - Begin dialogue with Volusia County officials/staff – *Fire Department; contact person Chief Bill Snyder. Underway and on-going.*
  - Review the need for additional staff – *Fire Department; contact person Chief Bill Snyder. Underway and to be completed in 2016.*
  - Prepare a medical transport cost-benefit analysis – *Fire Department; contact person Chief Bill Snyder. To be completed in 2016.*

6. **Internal and External Communication** – improve intergovernmental coordination (advocacy, proper courthouse annex location) (4) – always a top priority and on-going effort.
- Proactively contact agencies and review mailing lists (especially for invitations to special events) – *City Manager’s Office; contact person Jerry Mayes. Underway and on-going.*
  - Conduct partnering sessions with County staff and State Legislature, with trips to Tallahassee, and review of lobbyist contract – *City Manager’s Office; contact person Jane Shang. Underway and on-going.*
  - Update the City’s media (City website) and broaden Deltona TV outreach – *City Manager’s Office; contact person Lee Lopez. Underway and on-going.*
  - Mayor’s Annual State of the City Address – *City Manager’s Office; contact person Jane Shang. Underway and on-going.*
7. **Internal and External Communication** – develop a Deltona brand and improve image (4) – efforts underway since 2007 with request to update that information.
- Continue the partnership with FDOT for I-4 expansion and City beautification – *Planning & Development Services; contact person Chris Bowley. On-going with Bold Initiative Grant awarded in 2015.*
  - Beautify gateways and key locations – Howland Blvd./Graves Ave., Normandy Blvd./Saxon Blvd., Saxon Blvd./I-4, DeBary Ave./Deltona Blvd., City Hall, and City facilities (including lift stations, stormwater ponds, park entrances, etc.) – *Parks & Recreation Department; contact person Steve Moore. Underway and on-going.*
  - Solicit partnerships with businesses, schools, hospitals, and residents for information dissemination – *City Manager’s Office; contact person Jerry Mayes. Underway and on-going.*
  - Create a new branding slogan and implement a new marketing campaign – *City Manager’s Office; contact persons Jerry Mayes and Lee Lopez. Underway with completion in 2016.*
  - Conduct a needs assessment for social services and communicate resources for public benefit – *Planning & Development Services; contact person Chris Bowley. Two social services summits held with the third to be in February 2016. Coordination for expanded 211/HMIS.*
8. **Infrastructure** – update the Parks and Recreation Master Plan (4) – combining efforts for parks and utility master plan for efficient land use planning.
- Engage a consultant for parks master planning – *Parks & Recreation; contact person Steve Moore. Underway and will be completed in 2016.*
  - Determine a sports facility niche for the City (define the ‘stadium’ concept) – *Parks & Recreation; contact person Steve Moore. Included in parks master planning in 2016.*
  - Expand existing park facilities (including lighting at Dwight Hawkins and Manny Rodriguez Parks) – *Parks & Recreation; contact person Steve Moore. Included in parks master planning in 2016.*

- Work with schools, YMCA, and Council on Aging to develop recreational programs in partnership at Volusia County middle school sites utilizing existing infrastructure – *Parks & Recreation; contact person Steve Moore. Included in parks master planning in 2016.*
  - Review the amphitheater agreement for Lyonia Library – *City Attorney's Office; contact person Becky Vose. To be completed in 2016.*
9. **Infrastructure** – create a utility master plan consistent with zoning (water, sewer, natural gas, information technology, etc.) (4) – to be worked jointly with the parks and real estate master planning for greatest efficiency in long-range planning.
- Create a map that identifies existing infrastructure – *Planning & Development Services; contact person Chris Bowley. Underway and to be completed in 2016.*
  - Upon completion of a master development plan for the City, identify areas for utility expansion – *Public Works; contact person Gerald Chancellor. Underway and to be completed in 2016.*
  - Preserve and increase the City's water supply (Farnton/SJRWMD/Deltona North) – *Public Works Department; contact person Gerald Chancellor. Underway and on-going.*
  - Include requirements for utilities when reviewing site plans for permitting – *Public Works Department; contact person Gerald Chancellor. Underway and on-going.*
  - Implement Phase I of the Transportation CIP program and develop Phase II of the Transportation CIP program for roads and sidewalks – *Public Works Department; contact person Gerald Chancellor. Underway and on-going.*
  - Support a ½-cent to 1 cent sales tax for transportation projects, upon agreement of a methodology for distribution and eligible projects within the TPO – *Planning & Development Services; contact person Ron Paradise. Begin dialogue with the TPO in 2016.*

### III On-going Projects & Other Priority Objectives Identified

#### On-going Projects

- Granicus implementation – *City Clerk; contact person Joyce Raftery.*
- TNR program – *Enforcement Services; contact person Dale Baker.*
- Health insurance alternative access (2) – *Human Resources; contact person Cara Burgess.*

#### Other Priority Objectives Identified

- City engagement and two-way communication (social media, advisory boards) (3) – *City Manager's Office; contact person Wendi Jackson.*
- Employee development and training (2); education and bonuses – *Human Resources; contact person Cara Burgess.*
- Explore multi-modal transportation opportunities with other government entities (2) – *Planning & Development Services; contact person Chris Bowley.*

Strategic Plan

- Community services summit for the provision of social services (2) and a needs assessment (1) – *Planning & Development Services; contact person Chris Bowley.*
- Maintain a balanced budget, reserves, and investments (1) – *Finance; contact person Bob Clinger.*
- Expand special events (1) – *Parks & Recreation; contact person Steve Moore.*
- Review the City’s annexation policy (1) – *City Attorney’s Office; contact person Becky Vose.*
- Support an Emergency Management Plan (1) – *Fire Department; contact person Chief Bill Snyder.*
- Continue to support the public safety education program/plan – *Fire Department; contact person Chief Bill Snyder.*



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

**CORE VALUES**

**Leadership and Learning**

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



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

**Human Compassion**

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

**Pride**

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



**Honesty and Integrity**

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

**CORE VALUES (Continued)**

**Inclusiveness and Diversity**

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



**Respect**

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

**Commitment**

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



**Trust**

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



## **BUDGET PROCESS**

### **GENERAL DESCRIPTION**

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

### **PREPARATION**

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

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

### **ADOPTION**

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

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

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

### **AMENDMENTS AND TRANSFERS**

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

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

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**FY 16/17 BUDGET CALENDAR**

April 11, 2016 (5:30 p.m.)	<ul style="list-style-type: none"> <li>• City Commission Budget Strategy Workshop</li> </ul>
April 15, 2016	<ul style="list-style-type: none"> <li>• All requests for capital needs to be submitted to Finance by <b>April 15</b></li> </ul>
April 19, 2016	<ul style="list-style-type: none"> <li>• Budget Preparation Begins – City Manager Provides Directors Guidance on Issues to be addressed, and Budget Workbooks Distributed to Departments</li> </ul>
April 19 – May 20, 2016	<ul style="list-style-type: none"> <li>• Departments complete Budget Submittal Packages</li> <li>• Finance Department completes preliminary budget work</li> </ul>
May 13, 2016	<ul style="list-style-type: none"> <li>• All requests for personnel changes to be submitted to HR</li> </ul>
May 16 – 19, 2016	<ul style="list-style-type: none"> <li>• Personal Services meeting with City Manager, Human Resources Director and Budget Team with Department Directors</li> </ul>
May 20, 2016	<ul style="list-style-type: none"> <li>• Departments submit <b>complete Budget Packages</b> to Finance Director (including Goals and Objectives, Department Summary and Performance Measures)</li> </ul>
May 20 – June 17, 2016	<ul style="list-style-type: none"> <li>• Compilation of Budget data by Finance Department</li> </ul>
June 1, 2016	<ul style="list-style-type: none"> <li>• Letter stating the Pre-Preliminary Estimate of Assessed Taxable Value received <b>from</b> the County Property Appraiser’s Office</li> </ul>
June 6 – 10 – 1 <sup>st</sup> meeting June 13 – 17 – 2 <sup>nd</sup> meeting	<ul style="list-style-type: none"> <li>• Budget review by City Manager and Finance Director with Department Directors</li> <li>• Budget revisions by Departments, as needed</li> </ul>
June 29 – July 7, 2016	<ul style="list-style-type: none"> <li>• Budget highlights for City Manager meeting with individual City Commission Members as requested (one on one discussion)</li> </ul>
July 1, 2016	<ul style="list-style-type: none"> <li>• <b>Form DR-420</b> Certification of Taxable Value received <b>from</b> the County Property Appraiser’s Office</li> </ul>
July 5, 2016 (6:30 p.m.)	<ul style="list-style-type: none"> <li>• Commission Meeting             <ul style="list-style-type: none"> <li>○ Preliminary Rate Resolutions for Special Assessments                 <ul style="list-style-type: none"> <li>▪ Stormwater Utility Assessment</li> <li>▪ Solid Waste Management Assessment</li> <li>▪ Streetlighting Districts’ Assessment</li> </ul> </li> </ul> </li> </ul>
July 11, 2016 (5:30 p.m.)	<ul style="list-style-type: none"> <li>• Budget Workshop: Draft of Proposed Annual Budget presented to City Commission (General Fund and Capital Project Funds)             <ul style="list-style-type: none"> <li>○ Budget Overview, Presentation and Discussion</li> <li>○ Proposed Millage Rate Discussion</li> </ul> </li> </ul>

**FY 16/17 BUDGET CALENDAR (Continued)**

July 18, 2016 (6:00 p.m.)	<ul style="list-style-type: none"> <li>• Special Commission Meeting                             <ul style="list-style-type: none"> <li>○ Tentative Proposed Millage Rate Resolution</li> <li>○ Annual Rate Resolutions for Special Assessments                                     <ul style="list-style-type: none"> <li>▪ Stormwater Utility Assessment</li> <li>▪ Solid Waste Management Assessment</li> <li>▪ Streetlighting Districts' Assessment</li> </ul> </li> </ul> </li> </ul>
By August 3, 2016	<ul style="list-style-type: none"> <li>• <b>Form DR-420</b>, stating the City proposed millage rate, <b>Preliminary Rate Resolutions for Special Assessments</b>, and <b>Form DR-420 MMP</b> submitted to the County Property Appraiser's Office</li> </ul>
August 8, 2016 (5:30 p.m.)	<ul style="list-style-type: none"> <li>• Budget Workshop: Draft of Proposed Annual Budget presented to City Commission (Special Revenue Funds and Enterprise Fund)                             <ul style="list-style-type: none"> <li>○ Budget Overview, Presentation and Discussion</li> </ul> </li> </ul>
August 11, 2016 (5:30 p.m.)	<ul style="list-style-type: none"> <li>• Special Budget Workshop to discuss General Fund budget                             <ul style="list-style-type: none"> <li>○ Budget Overview and Discussion</li> </ul> </li> </ul>
August 16, 2016	<ul style="list-style-type: none"> <li>• Notice of Proposed Property Taxes (TRIM Notice) mailed to residents by County Property Appraiser's Office</li> </ul>
September 6, 2016 (6:30 p.m.)	<ul style="list-style-type: none"> <li>• City Commission Meeting                             <ul style="list-style-type: none"> <li>○ First Public Hearing: Adoption of Tentative Budget &amp; Millage Rate (Must be done between September 3<sup>rd</sup> and 18<sup>th</sup>)</li> </ul> </li> </ul>
September 15, 2016	<ul style="list-style-type: none"> <li>• Publication of Budget in Newspaper</li> </ul>
September 19, 2016 (6:30 p.m.)	<ul style="list-style-type: none"> <li>• City Commission Meeting                             <ul style="list-style-type: none"> <li>○ Second Public Hearing: Adoption of Final Budget &amp; Millage Rate (Must be done 2 to 5 days after publication)</li> </ul> </li> </ul>
September 21, 2016	<ul style="list-style-type: none"> <li>• <b>Certified Copy of Resolution adopting Final Millage Rate</b> forwarded to <b>County Property Appraiser's Office</b> and <b>Department of Revenue</b> (Must be done within 3 days of final hearing)</li> </ul>
Within 3 days of receipt	<ul style="list-style-type: none"> <li>• <b>Form DR-422</b> completed and certified to the County Property Appraiser's Office</li> </ul>
By October 18, 2016	<ul style="list-style-type: none"> <li>• Certification of Compliance <b>Form DR-487</b> and <b>Form DR-420-MM</b> submitted to Property Tax Administration Program, Department of Revenue, State of Florida. (Must be done within 30 days of final hearing)</li> </ul>

RESOLUTION NO. 2016-44

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA; ADOPTING AN AD VALOREM MILLAGE RATE FOR THE 2016-2017 FISCAL YEAR; PROVIDING FOR AN EFFECTIVE DATE.

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WHEREAS, on September 6, 2016, the City Commission adopted a tentative millage rate and a tentative budget, and established a date, time, and place for a public hearing to consider the final millage rate and the final budget for the 2016-2017 fiscal year; and

WHEREAS, the City Manager has delivered a recommended final budget for the 2016-2017 fiscal year; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, as follows: **Section 1.** A final ad valorem millage rate of 7.9500 mills is hereby adopted and levied for the 2016-2017 fiscal year.

**Section 2.** The final ad valorem millage rate of 7.9500 mills is 7.3 percent more than the rolled-back rate of 7.4120.

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

City of Deltona, Florida  
Resolution No. 2016-44  
Page 2 of 2

PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF  
DELTONA, FLORIDA, THIS 19<sup>th</sup> DAY OF September, 2016.

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

ATTEST:

Joyce Raftery  
JOYCE RAFTERY, City Clerk

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

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

NAME	YES	NO
HERZBERG	✓	
HONAKER	✓	
NABICHT	✓	
SMITH		✓
SOUKUP	✓	
SCHLEICHER	✓	
MASIARCZYK	✓	

STATE OF FLORIDA  
COUNTY OF VOLUSIA

This is to certify that the foregoing is a true and  
correct copy of Resolution No. 2016-44

Witness my hand and official Seal this 21<sup>st</sup> day of

September 20 16  
Janet Day  
Janet Day  
Deputy City Clerk, City of Deltona Florida

**RESOLUTION NO. 2016-45**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA; ADOPTING THE FINAL ANNUAL GENERAL FUND, SPECIAL REVENUE FUNDS, ENTERPRISE FUND, AND CAPITAL PROJECT FUNDS BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017; PROVIDING FOR AN EFFECTIVE DATE.**

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**WHEREAS,** on September 6, 2016, the City Commission adopted a tentative millage rate and a tentative budget, and established a date, time, and place for a public hearing to consider the final millage rate and the final budget for the 2016-2017 fiscal year; and

**WHEREAS,** the City Manager has delivered a recommended final budget for the 2016-2017 fiscal year; and

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

**Section 1.** The City Commission hereby adopts the final General Fund, Special Revenue Funds, Enterprise Fund, and Capital Project Funds budgets, which are attached hereto and by reference made a part hereof, of the City of Deltona, Florida, for the fiscal year beginning October 1, 2016, and ending September 30, 2017, said budgets showing combined sources and uses of \$155,991,408.

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

City of Deltona, Florida  
Resolution No. 2016-45  
Page 2 of 2

PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY  
OF DELTONA, FLORIDA, THIS 19<sup>th</sup> DAY OF September, 2016.

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

ATTEST:

Joyce Raftery  
JOYCE RAFTERY, City Clerk

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

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

NAME	YES	NO
HERZBERG	✓	
HONAKER	✓	
NABICHT	✓	
SMITH	✓	
SOUKUP	✓	
SCHLEICHER	✓	
MASIARCZYK	✓	

STATE OF FLORIDA  
COUNTY OF VOLUSIA  
This is to certify that the foregoing is a true and  
correct copy of Resolution No. 2016-45  
Witness my hand and official Seal this 21<sup>st</sup> day of  
September, 2016  
Jeanet Day  
Jeanet Day  
Deputy City Clerk, City of Deltona Florida

**BASIS OF ACCOUNTING**

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

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

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

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

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## FINANCIAL POLICIES

### I. Background and Purpose

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

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

### II. General Financial Philosophy

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

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

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

### III. Accounting System, Auditing and Budgetary Control

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

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

The concept of reasonable assurance recognizes that:

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

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

**FINANCIAL POLICIES (Continued)**

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

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

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

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

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

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

The City is audited annually by an outside independent accounting firm ("auditor"). The audit firm must be a licensed CPA that can demonstrate it has the breadth and depth of staff to conduct the City's audit in accordance with generally accepted auditing standards and contractual requirements. The auditor's report on the City's financial statements should be presented along with the completed CAFR to the City Commission generally in March following the City's fiscal year end and filed with the State Auditor General within 180 days of the City's fiscal year end. The auditor will jointly review the management letter with the City Manager and Finance Director within 30 days of its receipt by City staff.

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

**FINANCIAL POLICIES (Continued)****IV. General Budget Policy**○ General Description

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

○ Balanced Budget

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

○ Planning

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

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

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

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

○ Preparation

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

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

○ Reporting

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

**FINANCIAL POLICIES (Continued)**○ Control and Accountability

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

○ Amendments and Transfers

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

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

○ Contingency

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

**V. Revenue Policies**○ Overview

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

○ General Revenue Guidelines

The City shall be conservative in all revenue forecasts.

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

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

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

**FINANCIAL POLICIES (Continued)**

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

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

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

○ Revenue Diversification

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

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

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

○ Fees and Charges

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

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

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

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

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

**FINANCIAL POLICIES (Continued)**

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

- Use of One-Time Revenues

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

- Discretionary Revenues

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

**VI. Expenditure Policies**

- Appropriations

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

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

- Budgetary Requests

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

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

**FINANCIAL POLICIES (Continued)**○ Central Control

No significant salary or capital budgetary excess in any department shall be spent by the department director without the prior authorization of the City Manager, or City Commission, if applicable. The City Manager has authority to transfer among line items within a department. City Commission approval is required for transfers/amendments among departments, transfers involving contingency, reserve allocations, or increases in the total budget.

○ Purchasing

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

○ Prompt Payment

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

○ Reporting

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

**VII. Debt Capacity, Issuance and Management**○ Overview

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

○ Purpose for Which Debt can be Issued

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

**FINANCIAL POLICIES (Continued)**○ Debt Limitations

- *Self-supporting debt.* For the City to issue self-supporting governmental debt, revenues, as defined under the resolution authorizing the revenue bonds in question, shall be a minimum of 110 percent of the average annual debt service and 110 percent of the debt service for the year in which requirements are scheduled to be the greatest, but should be maintained at 125 percent of the maximum annual debt service for financial planning purposes. For proprietary debt, revenues shall be a minimum of 110 percent of the annual debt service in such fiscal year.
- *Non self-supporting debt.* The City shall conduct an objective analysis as to the community's ability to assume and support additional debt service payments before the issuance of non-self supported debt. The City shall use an analytical approach for its determination.
- *Debt burden measures.* For the purposes of measuring the general government debt capacity, the City includes all non self-supporting debt under the definition of general government debt. Additionally, the City considers all tax-supported debt to include all non self-supporting debt, as well as the self-supporting governmental debt. This distinction recognizes that self-supporting proprietary programs should be measured by comparing the user rates of comparable governmental providers and that such programs do not directly or indirectly place a burden on taxpayers in the form of increased taxes. As long as the applicable user rates meet the needs of both operations and debt service, the debt program is not considered part of either the general government or tax-supported debt of the City.

○ *City Commission commitments.*

- Act with regard to self-supporting proprietary operations, when necessary, to increase rates to ensure that each operation maintains rate coverage (revenue to debt service ratios) as required by the higher of either City policy or related debt covenants.
- Limit debt with regard to self-supporting governmental revenues, the level of annual debt service as a percentage of available annual revenues to ensure a reasonable ability to address recurring operations and maintenance and/or capital requirement on a pay-as-you-go basis.
- Establish debt with regard to all non-self-supporting debt and debt limits to ensure current and future flexibility.

○ Types of debt permitted and criteria for issuance

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

**FINANCIAL POLICIES (Continued)**

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

**FINANCIAL POLICIES (Continued)**

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

- Credit objectives

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

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

- Integration of capital planning and debt financing activities

- *Capital planning and financing system.* The City shall develop and maintain a capital planning and financing system for use in preparation of a five-year capital improvement plan for consideration and adoption by the City Commission as part of the City's annual budget process. Individual departments shall prepare multi-year capital plans for coordination and integration into the preparation of the City-wide capital improvement plan.
- *Funding of the capital improvement program.* Whenever possible, the City will first attempt to fund capital projects with grants or developer contributions. When such funds are insufficient, the City will use dedicated revenues such as impact fees or other restricted use revenues. If no other revenue sources are available, the City will use general revenues, surplus funds and/or debt financing. The City is guided by three principles in selecting a funding source for capital improvements: equity, effectiveness and efficiency.
  - *Equity.* When appropriate, the beneficiaries of a project or service will pay for it. For example, if a project is a general function of government that benefits the entire community, the project could be funded from general tax revenues directly or through debt service. If the project benefits specific users, the source of funding will be derived through user fees/charges or targeted assessments.
  - *Effectiveness.* In selecting financing sources for projects, the City will select one or more sources that effectively fund the total cost of the project.
  - *Efficiency.* If grants or current revenues are not available to fund a project, the City will select a financing technique that provides for the lowest total cost consistent with acceptable risk factors and principles of equity and effectiveness.

**FINANCIAL POLICIES (Continued)**

- *Maintenance, replacement and renewal.* Consistent with the City's philosophy of keeping its capital facilities and infrastructure systems in good repair, and to maximize the useful life of its capital assets, the City intends to set aside current revenues to finance on-going maintenance needs and to provide periodic replacement and renewal. Additionally, the City shall review any bond covenants related to maintenance, replacement and renewal in order to remain in compliance with bond requirements.
- Investment of Debt Proceeds  
Debt proceeds will be invested primarily to assure the safety and liquidity of such investments, and secondarily, to maximize investment yield. The primary goal of liquidity is to ensure that proceeds will be available to fulfill the purposes of the debt issue on a timely basis. Debt covenants will specifically address investment guidelines for debt proceeds.

**VIII. Reserve, Minimum Fund Balance and Stabilization Accounts**

The City strives to establish and maintain minimum fund balance targets for its General Fund as well as for the Enterprise Fund and some Special Revenue Funds (excluding bond proceeds). The City has also set up reserve specific funds.

The City has established the following Reserve and Minimum Fund Balance accounts:

- Natural Disaster Reserve - \$6,000,000 (General Fund)
- Minimum Operating Reserve - Two months of operating expenditures not intended to function as a contingency for unfunded expenditures or over-expenditures related to the normal provision of City services (General Fund)
- Economic Development Incentive initially established at \$1,000,000 (Economic Development Fund) not scheduled for replenishment once the funds are used by the Commission.
- City Infrastructure Incentive initially established at \$1,000,000 (Economic Development Fund) not scheduled for replenishment once the funds are used by the Commission.
- Grants Match Reserve initially established at \$500,000 and subsequently increased to \$1,000,000 (Grants Match Fund) not scheduled for replenishment once the funds are used by the Commission.

None of these designated funds may be used without obtaining Commission approval.

As of yet, the City has not established a reserve fund for the Enterprise, Transportation, Stormwater or Solid Waste Funds.

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

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

**FINANCIAL POLICIES (Continued)****IX. Cash Management and Investment Policies**○ Cash Management Policies

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

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

○ Investment Policies

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

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

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

- The Investment Policy applies to all funds held by the City on behalf of the citizenship of the City of Deltona with the exception of: A) Pension fund assets, and B) Funds whose uses are restricted by debt covenants; prior contract; or legal, regulatory or other constraints.
- Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.
- The primary objectives, in priority order, of investment activities shall be safety, liquidity and yield.

**FINANCIAL POLICIES (Continued)**

- The standard of prudence to be used by City investment officials shall be the “prudent person” standard and shall be applied in the context of managing the overall portfolio. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Management responsibility for all City funds in the investment program and investment transactions is delegated to the Finance Director, who shall act in accordance with established written procedures and internal controls for the operations of the investment program consistent with the City’s Investment Policy. The City may employ an investment manager to assist in managing some of the City’s portfolios.
- Financial institutions, depositories and broker/dealers that are approved to provide investment services (“Qualified Institutions”) shall be in accordance with the criteria set forth in the City’s investment policy.
- All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible institution prior to the release of funds. Securities will be held by a (centralized) independent third-party custodian selected by the City as evidenced by safekeeping receipts in the City’s name. The custodial relationship shall be governed by a written agreement properly executed by all parties. The City shall design and maintain a system of internal controls designed to prevent the loss of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City.
- Investments should be made subject to the cash flow needs of the City and such cash flows are subject to revisions as market conditions and the needs of the City change.
- The following investment types are permitted by the Investment Policy: Florida Local Government Surplus funds Trust Fund, United States Government Securities, United States Government Agencies, Federal Instrumentalities, Interest Bearing Time Deposit or Saving Accounts, Commercial Paper, Corporate Notes, Bankers’ Acceptances, State and/or Local Government Taxable and/or Tax-Exempt Debt, Repurchase Agreements, Registered Investment Companies (Money Market Mutual Funds) and Intergovernmental Investment Pool.
- Investments in any derivative products or the use of reverse repurchase agreements are not permitted.
- It is the policy of the City to diversify its investment portfolio. To eliminate risk of loss resulting from the over-concentration of assets in a specific maturity, issuer, or class of securities, all cash and cash equivalent assets in all City funds shall be diversified by maturity, issuer, and class of security.

**FINANCIAL POLICIES (Continued)**

- To the extent possible, an attempt will be made to match investment maturities with known cash needs and anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five (5) years from the date of purchase and in accordance with State and local statutes and ordinances. Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio shall be continuously invested in readily available funds such as local government investment pools, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

**X. Fraud Policy**○ Overview

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

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

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

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

○ Fraud Identification Guidelines

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

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

**FINANCIAL POLICIES (Continued)**○ Corruption Detection Guidelines

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

- Bribery
- Conspiracy
- Extortion

○ Reporting of Fraud or Corruption

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

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

○ Deterring Fraud and Corruption

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

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

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

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

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

**FINANCIAL POLICIES (Continued)**○ Corrective Action

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

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

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

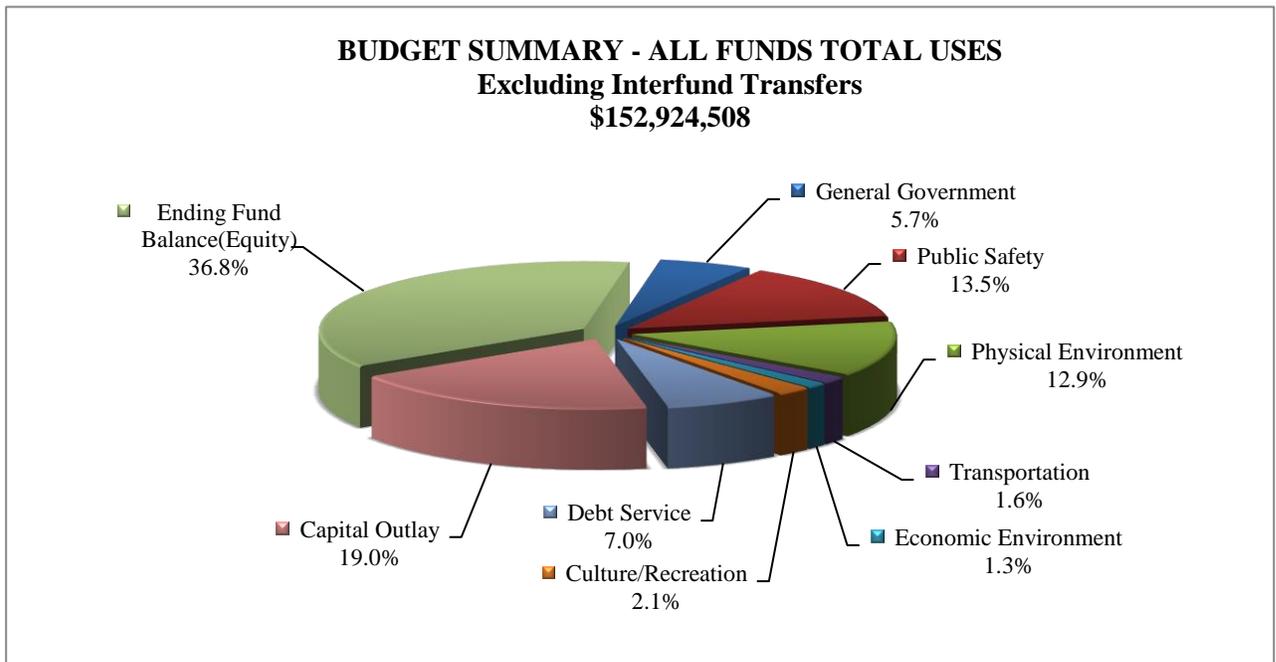
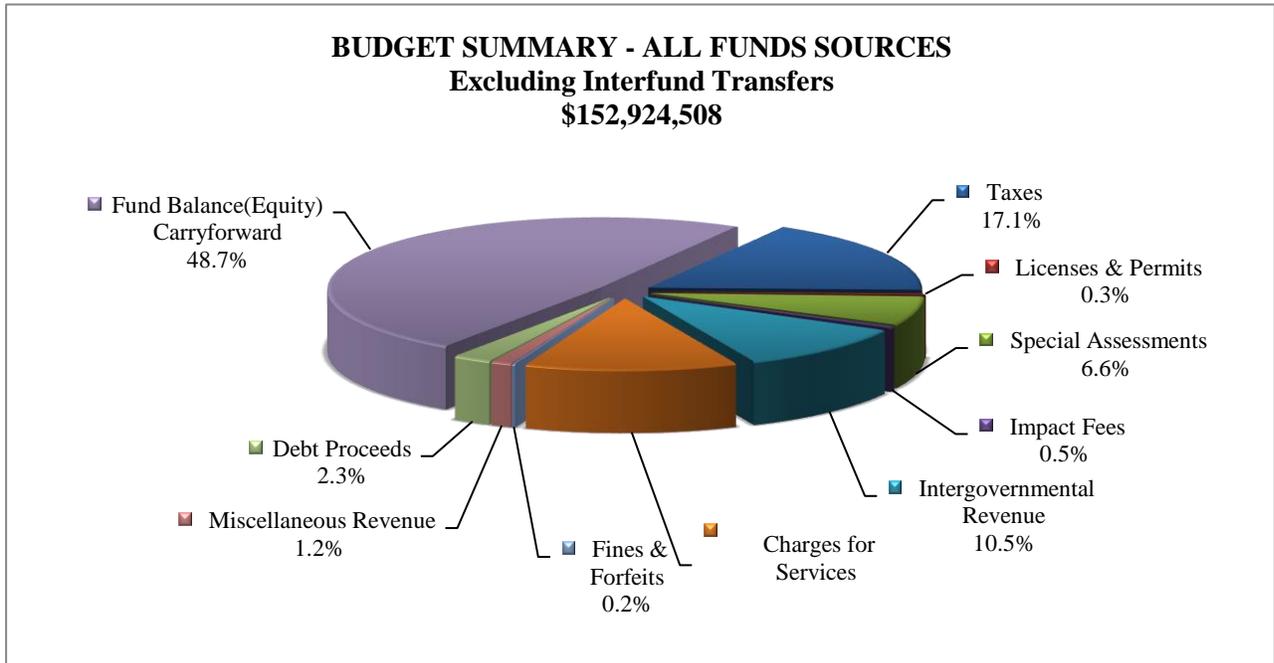
**XI. Approval of Financial Policies**

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

**BUDGET SUMMARY - ALL FUNDS**

	General Fund	Special Revenue Funds	Enterprise Fund	Capital Project Funds	Total
<b><u>SOURCES</u></b>					
Taxes	\$ 26,219,000	\$ -	\$ -	\$ -	\$ 26,219,000
Licenses & Permits	533,000	-	-	-	533,000
Special Assessments	-	10,135,900	-	-	10,135,900
Impact Fees	-	234,000	524,000	-	758,000
Intergovernmental Revenue	8,928,000	4,012,730	2,475,000	629,200	16,044,930
Charges for Services	460,000	-	18,695,000	-	19,155,000
Fines & Forfeits	246,000	-	-	-	246,000
Miscellaneous Revenue	889,000	439,000	98,000	340,700	1,766,700
	<i>Revenues</i>				
	37,275,000	14,821,630	21,792,000	969,900	74,858,530
Transfers In	-	1,051,900	-	2,015,000	3,066,900
Debt Proceeds	-	-	3,525,000	-	3,525,000
Fund Balance(Equity) Carryforward	19,338,387	23,854,299	20,736,397	10,611,895	74,540,978
	<b><u>TOTAL SOURCES</u></b>	<b><u>\$ 56,613,387</u></b>	<b><u>\$ 39,727,829</u></b>	<b><u>\$ 46,053,397</u></b>	<b><u>\$ 13,596,795</u></b>
<b><u>USES</u></b>					
General Government	\$ 8,789,500	\$ -	\$ -	\$ -	\$ 8,789,500
Public Safety	20,716,400	-	-	-	20,716,400
Physical Environment	-	8,995,100	10,740,200	-	19,735,300
Transportation	2,178,600	309,500	-	-	2,488,100
Economic Environment	-	1,925,400	-	-	1,925,400
Culture/Recreation	3,280,300	-	-	-	3,280,300
Debt Service:					
Principal	206,000	1,184,500	2,223,000	-	3,613,500
Interest	202,000	996,300	5,869,900	-	7,068,200
	<i>Operating Appropriations</i>				
	35,372,800	13,410,800	18,833,100	-	67,616,700
Capital Outlay	-	6,059,600	13,987,700	9,045,700	29,093,000
	<i>Total Appropriations</i>				
	35,372,800	19,470,400	32,820,800	9,045,700	96,709,700
Transfers Out	1,360,500	1,706,400	-	-	3,066,900
Ending Fund Balance (Equity)	19,880,087	18,551,029	13,232,597	4,551,095	56,214,808
	<b><u>TOTAL USES</u></b>	<b><u>\$ 56,613,387</u></b>	<b><u>\$ 39,727,829</u></b>	<b><u>\$ 46,053,397</u></b>	<b><u>\$ 13,596,795</u></b>

Budget Summary - Sources and Uses



**BUDGET SUMMARY - ALL FUNDS**

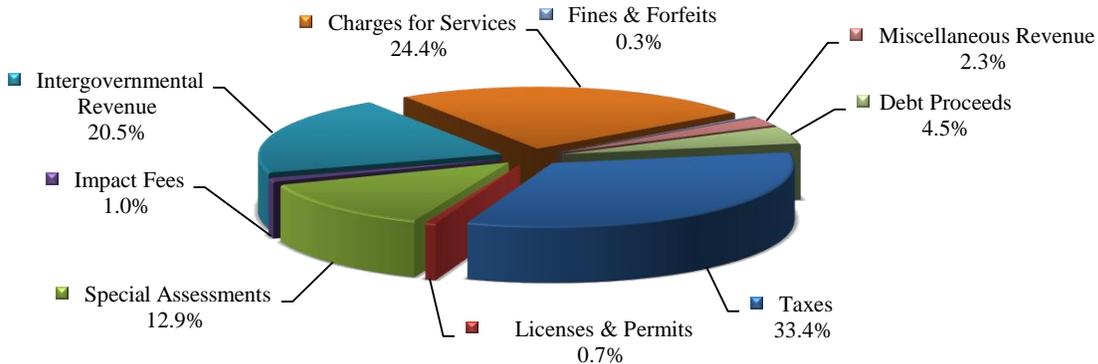
**Trend Analysis - Revenues By Source**

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
<b><u>SOURCES</u></b>				
Taxes	\$ 23,895,962	\$ 24,678,476	\$ 25,849,000	\$ 26,219,000
Licenses & Permits	549,916	534,708	518,000	533,000
Special Assessments	8,770,254	8,759,783	10,004,300	10,135,900
Impact Fees	605,937	980,057	639,000	758,000
Intergovernmental Revenue	12,263,088	13,524,155	11,844,943	16,044,930
Charges for Services	16,763,051	18,272,481	18,809,000	19,155,000
Fines & Forfeits	295,131	297,043	311,500	246,000
Miscellaneous Revenue	1,103,676	1,367,460	1,758,874	1,766,700
<i>Revenues</i>	64,247,015	68,414,163	69,734,617	74,858,530
Debt Proceeds	16,039,412	39,233,092	29,100,000	3,525,000
Transfers In	1,197,995	5,290,238	2,663,500	3,066,900
Fund Balance(Equity) Carryforward	39,578,001	41,771,624	58,612,183	74,540,978
<b><i>TOTAL RESOURCES</i></b>	<b><u>\$ 121,062,423</u></b>	<b><u>\$ 154,709,117</u></b>	<b><u>\$ 160,110,300</u></b>	<b><u>\$ 155,991,408</u></b>

Budget FY 16/17 Compared to FY 15/16 Estimated Actual

<b><u>SOURCES</u></b>			
Taxes	1.4%	Impact Fees	18.6%
Licenses & Permits	2.9%	Charges for Services	1.8%
Special Assessments	1.3%	Fines & Forfeits	-21.0%
Intergovernmental Revenue	<u>35.5%</u>	Miscellaneous Revenue	<u>0.4%</u>
<i>Revenues</i>			<u>7.3%</u>

**REVENUES BY SOURCE**  
**TOTAL: \$78,383,530**  
**(Excluding Interfund Transfers and Fund Balance Carryforward)**



**BUDGET SUMMARY - ALL FUNDS**

**Trend Analysis - Expenditures By Function**

Description	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>USES</b>				
General Government	\$ 7,456,418	\$ 7,884,860	\$ 9,019,061	\$ 8,789,500
Public Safety	17,980,929	18,880,369	19,984,881	20,716,400
Physical Environment	15,446,761	15,863,668	17,472,790	19,735,300
Transportation	1,995,173	2,018,285	2,317,593	2,488,100
Economic Environment	1,502,728	423,645	1,111,570	1,925,400
Culture/Recreation	2,114,798	2,314,767	2,755,865	3,280,300
Debt Service	8,614,308	8,596,663	9,014,622	10,681,700
Capital Outlay	22,981,689	34,824,439	21,519,440	29,093,000
<i>Appropriations</i>	78,092,804	90,806,696	83,195,822	96,709,700
Transfers Out	1,197,995	5,290,238	2,373,500	3,066,900
Ending Fund Balance(Equity)	41,771,624	58,612,183	74,540,978	56,214,808
<b>TOTAL USES</b>	<b>\$ 121,062,423</b>	<b>\$ 154,709,117</b>	<b>\$ 160,110,300</b>	<b>\$ 155,991,408</b>

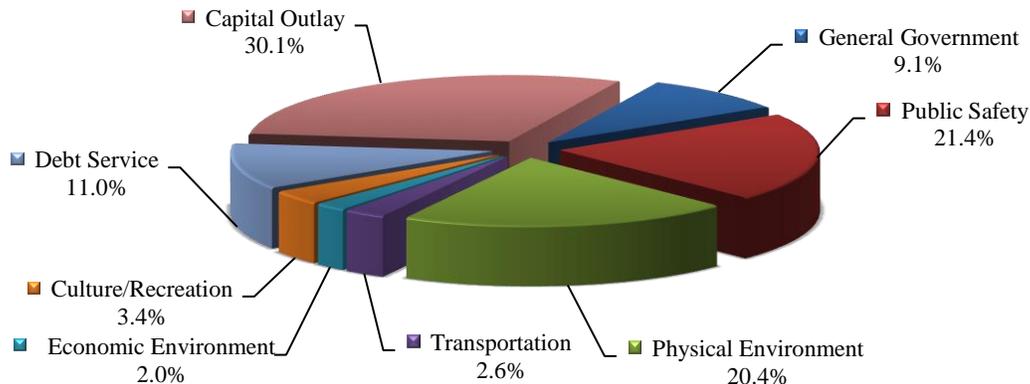
Budget FY 16/17 Compared to FY 15/16 Estimated Actual

<b>USES</b>			
General Government	-2.5%	Economic Environment	73.2%
Public Safety	3.7%	Culture/Recreation	19.0%
Physical Environment	12.9%	Debt Service	18.5%
Transportation	<u>7.4%</u>	Capital Outlay	<u>35.2%</u>
<i>Appropriations</i>		<u>16.2%</u>	

**EXPENDITURES BY FUNCTION**

**TOTAL: \$96,709,700**

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



Changes in Fund Balance - All Funds

**CONSOLIDATED FINANCIAL OVERVIEW**  
**CHANGES IN FUND BALANCE - ALL FUNDS**

	General Fund Summary	Special Revenue Funds Summary	Enterprise Fund Summary	Capital Project Funds Summary	Total
<b><i>Actual Fund Balance(Equity) - 09/30/15</i></b>	<b>\$ 20,332,387</b>	<b>\$ 9,372,816</b>	<b>\$ 24,357,085</b>	<b>\$ 4,549,895</b>	<b>\$ 58,612,183</b>
<b><u>Estimated FY16:</u></b>					
Revenues	36,218,300	32,774,253	21,587,664	8,254,400	98,834,617
Expenditures	(34,908,800)	(19,292,770)	(25,208,352)	(3,785,900)	(83,195,822)
Transfers	(2,303,500)	1,000,000	-	1,593,500	290,000
Net Change	(994,000)	14,481,483	(3,620,688)	6,062,000	15,928,795
<b><i>Estimated Fund Balance(Equity) - 09/30/16</i></b>	<b><u>\$ 19,338,387</u></b>	<b><u>\$ 23,854,299</u></b>	<b><u>\$ 20,736,397</u></b>	<b><u>\$ 10,611,895</u></b>	<b><u>\$ 74,540,978</u></b>
<b><u>Budget FY17:</u></b>					
Revenues	37,275,000	14,821,630	25,317,000	969,900	78,383,530
Expenditures	(35,372,800)	(19,470,400)	(32,820,800)	(9,045,700)	(96,709,700)
Transfers	(1,360,500)	(654,500)	-	2,015,000	-
Net Change	541,700	(5,303,270)	(7,503,800)	(6,060,800)	(18,326,170)
<b><i>Budgeted Fund Balance(Equity) - 09/30/17</i></b>	<b><u>\$ 19,880,087</u></b>	<b><u>\$ 18,551,029</u></b>	<b><u>\$ 13,232,597</u></b>	<b><u>\$ 4,551,095</u></b>	<b><u>\$ 56,214,808</u></b>

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GENERAL FUND  
CHANGES IN FUND BALANCE

	General Fund Summary
<i>Actual Fund Balance - 09/30/15</i>	<u><b>20,332,387</b></u>
<u>Estimated FY16:</u>	
Revenues	36,218,300
Expenditures	(34,908,800)
Transfers	<u>(2,303,500)</u>
Net Change	<u>(994,000)</u>
<i>Estimated Fund Balance - 09/30/16</i>	<u><b>\$ 19,338,387</b></u>
<u>Budget FY17:</u>	
Revenues	37,275,000
Expenditures	(35,372,800)
Transfers	<u>(1,360,500)</u>
Net Change	<u>541,700</u>
<i>Budgeted Fund Balance - 09/30/17</i>	<u><b>\$ 19,880,087</b></u>

Changes in Fund Balance

**SPECIAL REVENUE FUNDS  
CHANGES IN FUND BALANCE**

	Stormwater Utility	Solid Waste Management	Fire/Rescue Impact Fees	SHIP Fund	CDBG Fund	Streetlighting Districts	Park Impact Fees	Transportation
<b>Actual Fund Balance - 09/30/15</b>	<b>\$ 2,017,873</b>	<b>\$ 517,822</b>	<b>\$ 59,199</b>	<b>\$ 428,825</b>	<b>\$ 348,312</b>	<b>\$ 6,546</b>	<b>\$ 240,999</b>	<b>\$ 2,875,057</b>
<u>Estimated FY16:</u>								
Revenues	4,160,400	5,720,500	12,100	434,575	449,628	140,400	65,500	20,852,000
Expenditures	(4,995,300)	(6,030,000)	-	(332,700)	(556,270)	(141,500)	-	(6,396,600)
Transfers	-	-	-	-	-	-	-	570,000
Net Change	(834,900)	(309,500)	12,100	101,875	(106,642)	(1,100)	65,500	15,025,400
<b>Estimated Fund Balance - 09/30/16</b>	<b>\$ 1,182,973</b>	<b>\$ 208,322</b>	<b>\$ 71,299</b>	<b>\$ 530,700</b>	<b>\$ 241,670</b>	<b>\$ 5,446</b>	<b>\$ 306,499</b>	<b>\$ 17,900,457</b>
<u>Budget FY17:</u>								
Revenues	4,572,800	5,730,900	15,600	559,300	465,730	150,200	63,400	2,422,500
Expenditures	(4,449,700)	(5,793,200)	-	(1,090,000)	(407,400)	(149,900)	-	(6,614,700)
Transfers	-	-	-	-	(300,000)	-	(315,000)	150,000
Net Change	123,100	(62,300)	15,600	(530,700)	(241,670)	300	(251,600)	(4,042,200)
<b>Budgeted Fund Balance - 09/30/17</b>	<b>\$ 1,306,073</b>	<b>\$ 146,022</b>	<b>\$ 86,899</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,746</b>	<b>\$ 54,899</b>	<b>\$ 13,858,257</b>

Changes in Fund Balance

Tree Replacement Fees	Environment Improvement Trust	Law Enforcement Impact Fees	Economic Development	NSP Fund	Transportation Impact Fees	Lake Assessment Districts	Grants Match	Miscellaneous Grants	Special Revenue Funds Summary
<b>\$ 455,701</b>	<b>\$ 40,935</b>	<b>\$ 40,147</b>	<b>\$ 1,841,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 9,372,816</b>
151,500	150	7,100	-	516,400	70,000	-	-	194,000	32,774,253
(50,000)	-	-	(80,000)	(516,400)	-	-	-	(194,000)	(19,292,770)
-	-	-	-	-	(70,000)	-	500,000	-	1,000,000
101,500	150	7,100	(80,000)	-	-	-	500,000	-	14,481,483
<b>\$ 557,201</b>	<b>\$ 41,085</b>	<b>\$ 47,247</b>	<b>\$ 1,761,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 23,854,299</b>
8,600	200	7,400	-	508,000	150,000	-	-	167,000	14,821,630
(230,000)	-	-	-	(508,000)	-	(60,500)	-	(167,000)	(19,470,400)
-	-	-	(841,400)	-	(150,000)	60,500	741,400	-	(654,500)
(221,400)	200	7,400	(841,400)	-	-	-	741,400	-	(5,303,270)
<b>\$ 335,801</b>	<b>\$ 41,285</b>	<b>\$ 54,647</b>	<b>\$ 920,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,741,400</b>	<b>\$ -</b>	<b>\$ 18,551,029</b>

ENTERPRISE FUND  
CHANGES IN FUND BALANCE

	<u>Water/Sewer Utility</u>
<i>Actual Fund Equity - 09/30/15</i>	<b>\$ 24,357,085</b>
<u>Estimated FY16:</u>	
Revenues	21,587,664
Expenditures	(25,208,352)
Transfers	-
Net Change	<u>(3,620,688)</u>
<i>Estimated Fund Equity - 09/30/16</i>	<b><u>\$ 20,736,397</u></b>
<u>Budget FY17:</u>	
Revenues	21,792,000
Debt Proceeds	3,525,000
Expenditures	(32,820,800)
Transfers	-
Net Change	<u>(7,503,800)</u>
<i>Budgeted Fund Equity - 09/30/17</i>	<b><u>\$ 13,232,597</u></b>

Changes in Fund Balance

**CAPITAL PROJECT FUNDS  
CHANGES IN FUND BALANCE**

	Municipal Complex(es)	Park Projects	Replacement Equipment	Capital Project Funds Summary
<b><i>Actual Fund Balance - 09/30/15</i></b>	<b>\$ 1,678,660</b>	<b>\$ 483,295</b>	<b>\$ 2,387,940</b>	<b>\$ 4,549,895</b>
<b><u>Estimated FY16:</u></b>				
Revenues	8,106,000	144,400	4,000	8,254,400
Expenditures	(1,108,000)	(592,900)	(2,085,000)	(3,785,900)
Transfers	100,000	193,500	1,300,000	1,593,500
Net Change	7,098,000	(255,000)	(781,000)	6,062,000
<b><i>Estimated Fund Balance - 09/30/16</i></b>	<b><u>\$ 8,776,660</u></b>	<b><u>\$ 228,295</u></b>	<b><u>\$ 1,606,940</u></b>	<b><u>\$ 10,611,895</u></b>
<b><u>Budget FY17:</u></b>				
Revenues	327,500	630,300	12,100	969,900
Expenditures	(6,300,000)	(1,234,200)	(1,511,500)	(9,045,700)
Transfers	300,000	415,000	1,300,000	2,015,000
Net Change	(5,672,500)	(188,900)	(199,400)	(6,060,800)
<b><i>Budgeted Fund Balance - 09/30/17</i></b>	<b><u>\$ 3,104,160</u></b>	<b><u>\$ 39,395</u></b>	<b><u>\$ 1,407,540</u></b>	<b><u>\$ 4,551,095</u></b>

**FUND STRUCTURE****GENERAL DESCRIPTION**

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

**GOVERNMENTAL FUNDS**

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

**GENERAL FUND**

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

**SPECIAL REVENUE FUNDS**

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

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

**SPECIAL REVENUE FUNDS (Continued)**

- **Park Impact Fees** – Accounts for the fiscal activity relating to the City's park impact fees assessed for growth-related parks and improvements.
- **Transportation** – Accounts for the proceeds from the City's share of the six-cent and five-cent local option tax on fuel and proceeds from the July 12, 2006 bond issue, which are essentially depleted.
- **Tree Replacement Fund** – Accounts for the fiscal activity relating to the City's tree replacement fees charged for growth-related replenishment of trees, development of green spaces, and planting and maintaining trees along right-of-ways and City owned property.
- **Environmental Improvement Trust** – Accounts for the fiscal activity relating to the City's mitigation fees charged to compensate for unavoidable adverse environmental impacts upon wetlands.
- **Law Enforcement Impact Fees** – Accounts for the fiscal activity relating to the City's Law Enforcement impact fees charged for growth-related law enforcement capital improvements.
- **Economic Development Fund** – Accounts for the fiscal activity relating to the City's designated reserve for economic incentives and infrastructure.
- **Neighborhood Stabilization Program 1 (NSP1)** – Accounts for the fiscal activity relating to the City's participation in the NSP1 Grant Program. The NSP is a special Community Development Block Grant (CDBG) allocation to fund the purchase and rehabilitation of foreclosed and abandoned homes within the City. This fund also includes program revenue generated as homes are sold.
- **Neighborhood Stabilization Program 3 (NSP3)** – Accounts for the fiscal activity relating to the City's participation in the NSP3 Grant Program. The NSP is a special Community Development Block Grant (CDBG) allocation to fund the purchase and rehabilitation of foreclosed and abandoned homes within the City. This fund also includes program revenue generated as homes are sold.
- **Transportation Impact Fees** – Accounts for the fiscal activity relating to the City's transportation impact fees assessed for growth-related projects.
- **Lake Districts** – Accounts for the fiscal activity relating to the City's provision of lake treatment services within the defined lakes of each district.
- **Grants Match Fund** – Accounts for the fiscal activity relating to the City's designated reserve for the City's required match for certain grants.
- **Miscellaneous Grants Fund** – Accounts for the fiscal activities of miscellaneous grants the City receives that do not benefit any single fund or function. The current fund balance is for recording the Residential Construction Mitigation Program (RCMP) Grant. The City will direct these funds toward providing aid to families and individuals who are at the highest risk of experiencing damage from winds.

### ENTERPRISE FUND

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

### CAPITAL PROJECT FUNDS

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

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

### DEPARTMENTS / DIVISIONS

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

### ACCOUNTS

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

**BUDGET SUMMARY****CHANGES FROM PRIOR YEAR**

In the discussion that follows the term General Fund means only the City's General Fund, the term Governmental Funds means all City Funds except the Enterprise Fund, and the term total City means all funds of the City including the Enterprise Fund. All references using the term prior year's budget or FY 15/16 budget refer to the original FY 15/16 budget unless otherwise stated.

The total FY 16/17 Budget (Total Uses of Funds) for all City funds is approximately \$156.0 million, an increase of \$25.75 million over the prior year. Operating expenditures are up approximately \$3.6 million, or 5.6%; \$1.5 million of this is attributable to Debt Service as the City has taken on more debt than in prior years. \$660,000 is attributable to Public Safety, primarily due to the increase in the law enforcement services contract, \$588,000 is attributable to Parks and Recreation as the City turns more of its focus on enhancing existing parks, \$590,000 is attributable to Physical Environment largely attributable to the new Eastern Wastewater Treatment Plant coming fully on-line. The remaining \$234,000 is attributable to small increase throughout other functions of the City. Other significant increases are budgeted in personal services as the City Commission has approved several new positions. Including debt service, there is a \$1,342,000 budgeted increase in the Utility for both operating and personnel costs associated with overall increases, additional debt service, and bringing the new Eastern Wastewater Treatment Plant on-line. The Utility's Capital expenditures are budgeted to go up by \$7.4 million, mostly attributable to alternative water initiatives such as the Lake Monroe 4A project.

The City has a \$1.068 million increase in budgeted General Fund revenues reflecting a continuing uptick in the economy. The City has budgeted \$1,080,000 more in property tax revenue. There are both up and down fluctuations in all other revenue while remaining essentially flat overall. Special Revenue Fund revenues, excluding transfers, are budgeted to increase by approximately \$726,000. This is primarily attributable to an increase in grant funding from various outside sources.

The City will be receiving a small increase from the prior year in Community Development Block Grant (CDBG) funding and approximately \$240,000 more in State Housing Initiative Program (SHIP) funding. Other grant funding includes an increase in Stormwater grants and a new grant in both the Transportation Fund and the Misc. Grants Fund for the Residential Construction Mitigation Program – RCMP grant.

The City is budgeting for an increase of \$3,249,600 in the Enterprise Fund (water utilities) operating revenues. The majority of this increase is attributable to an increase in grant funding as the utility strives to apply for and obtain outside funding sources.

The General Fund transfer out to the Capital Replacement Fund remains at \$1,300,000. The City has begun replacing aging vehicles and equipment that are obsolete or requiring a lot of maintenance and is now beginning to buy equipment to implement new programs such as the Firefighter Reserve Program. Recognizing the need to continue the City's sidewalk program, the FY 16/17 budget provides \$1,036,000 in funding from the Transportation Fund bond proceeds to continue this program. This budget also provides for a \$60,500 transfer from the General Fund to the new established Lake Districts Fund to provide up-front funding of the lake treatment costs for Lake McGarity which will be reimbursed by homeowners in that District in the FY 17/18 budget.

## BUDGET SUMMARY

### CHANGES FROM PRIOR YEAR (Continued)

The Enterprise Fund's Budget for FY 15/16 is \$46.1 million, an increase of \$2.76 million. The operating expense component of the budget is up approximately \$1.34 million, or about 7.7%. Most of this is due to an increase in Debt Service costs as the utility took on additional debt in 2014 for which payments are now being budgeted. Utility operations direct expenses increased by a modest 4.2% which includes the addition of several new staff needed to fully operate the new Eastern Wastewater Treatment Plan. The budgeted capital outlay expense component of the utility increased by \$7.4 million primarily attributable to the Lake Monroe Reclaim Withdrawal project. Excluding the Enterprise Fund, the total City's capital outlay component of the budget is \$15.1 million, up \$6.1 million from the FY 15/16 budget. The increase is due to a \$2.2 million in increase in Streets and Roads projects within the Transportation Fund as a result of the 2016 bond issue. The remaining increase is attributable to the construction of the City's new Center at Deltona within the Municipal Complex Fund. Other funds experienced decreases in budgeted capital funds as many projects wrap up. There is no capital outlay within the General Fund.

### PROPERTY TAXES

Property tax revenues are an important source of revenue for the City generating approximately 39.4% of General Fund revenues, 27.7% of total Governmental Fund revenues, and 19.6% of total City revenues for all Funds.

Property values are determined by the Volusia County Property Appraiser. The City Commission then adopts a millage rate (multiplier) that is used to determine the dollar amount of property taxes charged to residents. Revenues from property taxes are a function of both the property tax (millage) rate and the property's taxable value. The City Commission is empowered with establishing the property tax rate on an annual basis. The current tax rate equates to an average of \$361.55 per household.

The County Property Appraiser establishes the value of property throughout the County. The Property Appraiser has determined that the taxable value of all property within the City has increased for the third year in a row. This is very welcome news as the City had previously experienced annual taxable value decreases in the 19% - 22% range during the recession and housing market crash. The net result for FY 16/17 was an increase of 8.2% which added \$145.9 million to the tax rolls of which new construction added \$13.5 million, bringing the total taxable value of the City to \$1.929 billion.

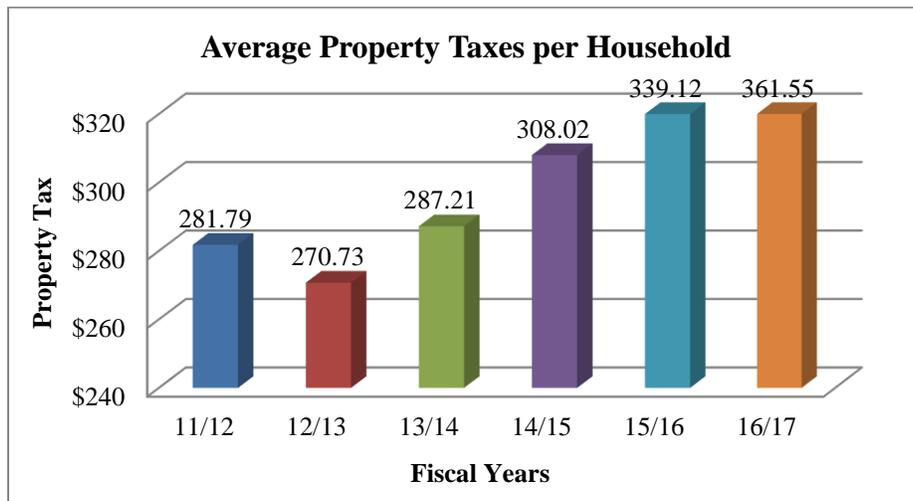
The "rolled-back" rate is the millage rate that would generate the same amount of revenue dollars as the previous year if applied to the current year's taxable value (excluding new construction and annexations) and therefore is not a tax increase per State law since the City would receive the same amount of revenue as in the prior year. The City has adopted a millage rate of 7.95 for FY 16/17 which does represent a tax increase as anticipated property tax revenue is budgeted to be \$1,080,000 more than in FY 15/16. The City intends to use this additional property tax revenue on enhancing more parks, beautifying City gateways and operating the new Center at Deltona which serve all City residents.

**BUDGET SUMMARY**

**PROPERTY TAXES (Continued)**

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

Millage Rate and Average Property taxes Per Household by Fiscal Year						
	<u>11/12</u>	<u>12/13</u>	<u>13/14</u>	<u>14/15</u>	<u>15/16</u>	<u>16/17</u>
Millage Rate	8.2995	7.99	7.99	7.99	7.99	7.95
Property Taxes	\$ 281.79	\$ 270.73	\$ 287.21	\$ 308.02	\$ 339.12	\$ 361.55



**OTHER REVENUES**

**TAXES (Other Than Property)**

Historically, revenues received from property taxes have totaled approximately 96% to 97% of the actual levy. The City has budgeted property tax revenue this year at 95.7% of the actual levy. Property tax revenues are budgeted at approximately \$14.67 million for FY 16/17.

In January 2002 the City enacted a utility franchise ordinance covering electric services provided by private companies within the City’s jurisdictional boundaries. Since inception, the City has realized overall growth in revenue from this source both as a percent of revenue and in actual dollars collected. The City anticipates collecting \$3.76 million in electric franchise fee revenues in FY 16/17. This is a decrease of \$111,000 based on recent historical data.

## **BUDGET SUMMARY**

### **TAXES (Other Than Property - Continued)**

The City has levied a public service tax on the purchase of electricity and metered or bottled gas (liquefied petroleum, manufactured and natural) at a rate of 10% of gross sales. This general revenue source has remained a steady source of income for the City and is budgeted at \$4.83 million for FY 16/17. This is a decrease of \$140,800 based on recent historical data.

### **OTHER REVENUES**

The City has levied a public service tax on gross sales for applicable telecommunications services. The rate of taxation for all services (telecommunications and cable) is a State assigned conversion rate of 6.22%. This general revenue source is expected to decrease and is budgeted at \$2.1 million. This is a decrease of \$418,200 based on figures provided from the State of Florida.

### **LICENSES & PERMITS**

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

For FY 16/17, the City budgeted approximately a 2.9% increase in License and Permits revenue due to a continuing anticipated up-tick in the overall economy. Over the past couple of years, the City has seen some growth in the number of construction permits issued as well as an increase in the number of business tax licenses issued for both commercial and residential home-based businesses. Licenses and Permits revenue is budgeted at \$533,000 and represents approximately 1.4% of General Fund revenues, 1.0% of total Governmental Fund revenues, and 0.7% of total City revenues for all Funds.

### **INTERGOVERNMENTAL REVENUE**

Intergovernmental revenues represent "shared revenues" from Federal, State and Local governments and account for 24.0% of General Fund revenues, 25.6% of total Governmental Fund revenues, and 21.4% of total City revenues. Intergovernmental Revenues include State Revenue Sharing, Half-cent Sales Tax, Local Option Gas Tax, Grants and Miscellaneous taxes and fees. This includes \$554,500 in SHIP grant awards, \$465,700 in CDBG grant awards, and \$229,000 in Neighborhood Stabilization Program (NSP) grant awards. The City also anticipates receiving grant fund in the Stormwater Utility Fund, Transportation Fund and the Misc. Grants Fund in the form of Residential Construction Mitigation Program funding.

The State of Florida Office of Economic and Demographic Research provides estimates for State Revenue Sharing, Half-cent Sales Tax and Communications Service Tax. The City budgets 96% - 99% of these revenues. Based on information provided by the State, these revenues sources are budgeted to increase a total of \$307,700 further indicating an improving economy.

## BUDGET SUMMARY

### INTERGOVERNMENTAL REVENUE (Continued)

State Revenue Sharing is budgeted at \$2.92 million for FY 15/16, an increase of \$276,900 or 10.5%, Half-Cent Sales Tax is budgeted at \$4.89 million, an increase of \$449,000 or 10.1% and the Communications Service Tax is budgeted at \$2.1 million, a decrease of \$418,200 or \$16.6%. The Half-Cent Sales Tax program generates the largest amount of revenue for local governments among the state-shared revenue sources authorized by the legislature. The program distributes approximately 92% of the total sales tax proceeds to counties and municipalities that meet the eligibility requirements. Funds are distributed within the County per an allocation formula based on population, with the County receiving an extra 2/3<sup>rd</sup> share of incorporated area population.

Local option gas tax revenues are budgeted at \$145,000 higher than in FY 15/16, an increase of 7.3% as fuel prices remain fairly consistent. The budget for this revenue source is based on State of Florida Office of Economic and Demographic Research estimates. Local option gas tax revenues are derived from the levy of a 6-cent tax on every net gallon of motor and diesel fuel sold and a 5-cent tax on every net gallon of motor fuel sold within the County. The taxes are distributed based on an interlocal agreement with the County of Volusia as well as the other cities in the County. The City has established a special revenue fund to account for the proceeds of local option gas taxes budgeted at \$2.14 million for FY 16/17.

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

### CHARGES FOR SERVICES

Total City Charges for Services is budgeted at \$19.16. This revenue source currently accounts for 25.6% of total City revenues and is up a total of \$787,400. The water/sewer utility is accounted for in the Enterprise Funds and Charges for Services for that fund and are budgeted in FY 16/17 at \$18.7 or 25.0% of total City revenues. This figure is up \$977,400 or 5.5% over the prior year. The remaining budget of \$460,000 for Charges for Services revenue is from a combination of General Fund sources including park fees collected for facility rentals and various recreation programs offered as well as the City's Anti-blight Ordinance.

### FINES & FORFEITS

Fines & Forfeits are revenues generated from traffic tickets, parking fines, code violations and the like. Revenues are expected to decrease by \$65,500 from last year's budget as Law Enforcement Fines are budgeted to decrease based on recent historical data. At 0.3% of total City revenue, this is a very small revenue source for the City.

**BUDGET SUMMARY****SPECIAL ASSESSMENTS**

Special Assessments account for 19.1% of Governmental Fund revenues and 13.5% of total City revenues. These revenues are restricted to use for their intended purpose (stormwater, solid waste and street lighting) and may not be used for any other reason.

The schedule of stormwater utility assessment rates is complex, but generally the annual assessment rate is \$108.00 per ERU (equivalent residential unit), which was increased from \$76.11 per ERU in FY 15/16. This revenue source is budgeted to generate \$4.26 million of revenue for FY 16/17.

The solid waste assessment rate on charged on all residential properties located within the City has not changed since FY 12/13. The current rate takes into account increased fuel costs and includes disposal fees which were not charged to the City under the previous contract. Effective October 1, 2012, the assessment rate is \$173.96 annually for solid waste management services and remains the same for the FY 16/17 budget. This revenue source is budgeted to generate \$5.72 million in FY 16/17. The solid waste hauler contract expires December 31, 2018 and will go out to bid in FY 17/18.

The street lighting assessments continue to be charged as a pass-through for those communities that have elected to establish a street light district. Rates vary from district to district based on the type of light, type of poles, placement of poles, ownership of poles and light illumination strength, among other things. The current year revenue of \$149,900 is expected to offset the actual expenditures charged by the electric companies in addition to a small administrative fee charged by the City.

Beginning with the FY 16/17 budget, the City has established a Lake Assessments Fund. This fund is a pass-through fund for those communities that have elected to establish an assessment to treat and maintain the privately owned community lakes. The first community to establish such a fund is for Lake McGarity. The City will up-front the initial treatment costs and will then assess the applicable residents the appropriate recovery and maintenance fee in FY 17/18.

**IMPACT FEES**

The City currently charges impact fees for growth-related capital improvements for fire protection/rescue, parks/recreation, law enforcement, transportation, and Enterprise Funds (utility). The City is in the process of conducting a study of current impact fees. The recommendations of this study have been brought to the Commission for discussion with implementation anticipated in FY 16/17. Budgeted revenues for FY 16/17 for all impact fees are minimal at \$758,000, or 1.0% of total City revenues. Impact fees are designed to cover the cost of capital improvements necessitated by growth. The fees provide one way to ensure existing residents will not bear the cost of new facilities necessitated by the demand generated from new residents. Since existing residents have either paid for or committed themselves to pay for the capital facilities already in place, the logic of impact fees anticipates that each unit of new growth would pay its fair share of new infrastructure. The City has not expended impact fees in several years but has budgeted the use of \$315,000 in impact fee funds for several projects within the Parks Projects Fund.

**BUDGET SUMMARY****INTEREST INCOME**

The City maintains a pooled cash and investment fund for substantially all City deposits and investments. This gives the City the ability to invest large amounts of idle cash for short periods of time and to maximize earnings potential. The City's investment policy places the highest priority on the safety of principal and maintenance of adequate liquidity to meet current needs, with the optimization of investment returns being secondary to the requirements for safety and liquidity. As cash is available during the year it is invested as appropriate in money market funds, longer term Federal Agency Coupon Securities, and Certificates of Deposit. In all cases only investments carrying the highest credit quality rating are used. Interest income is budgeted to increase by \$187,800, or 69% due to anticipated interest being earned on the proceeds of the Series 2016 bond issue as funds are invested until the time they are used. Generally speaking, however, interest rates remain low due to continuing Fed policy regarding interest rates.

**MISCELLANEOUS REVENUES**

Miscellaneous revenues consist of any and all revenue sources not otherwise classified under some other heading. Miscellaneous revenue is budgeted at a City-wide total of \$1,766,700. This revenue sources includes a \$276,000 charge from the General Fund to the Stormwater Utility, Solid Waste Management, Transportation, and Streetlighting Districts Funds for administrative charges. The administrative charge covers the expense of management and administration that is directly charged to the General fund (i.e. City Manager, City Attorney, City Engineer, Public Works Director and related support services such as payroll, human resources and procurement). Also included is \$250,000 from rental & lease payments (primarily cell tower leases) and \$279,000 in Program Revenue in the Neighborhood Stabilization Funds (NSP) for money received from the sale of NSP homes, \$280,000 in private donations for the Center at Deltona, \$459,900 of interest income and approximately \$221,800 of various other miscellaneous revenues.

**BUDGET SUMMARY**

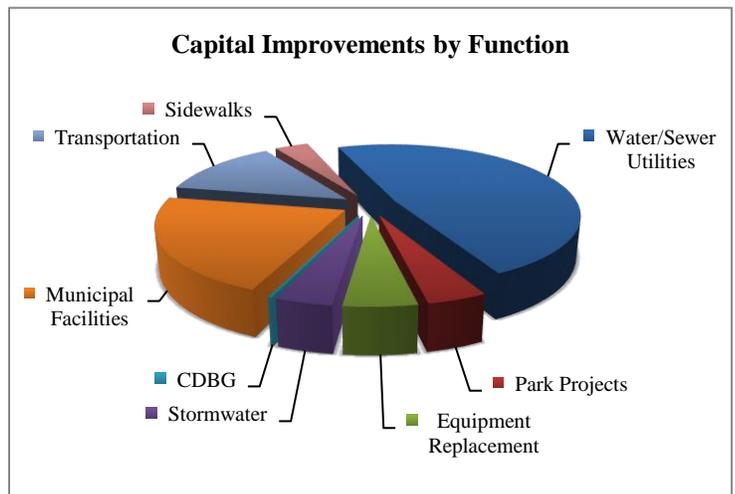
**EXPENDITURES BY FUNCTION**

Analysis of total budgeted operating expenditures for FY 16/17 by function shows appropriated expenditures as follows: 13.00% on General Government, 30.64% on Public Safety, 29.19% on Physical Environment, 3.68% on Transportation, 2.85% on Economic Environment, 4.85% on Culture/Recreation and 15.80% on Debt Service.

**CAPITAL IMPROVEMENTS**

Included in the FY 16/17 budget is \$29.09 million for capital improvements relating to the following functions/services:

Municipal Facilities	\$	6,300,000
Sidewalks	\$	1,036,000
Equipment Replacement	\$	1,511,500
Park Projects	\$	1,234,200
CDBG	\$	80,000
Stormwater	\$	1,178,600
Transportation	\$	3,765,000
Water/Sewer Utilities	\$	13,987,700



Future operational expenses related to completed capital projects have been addressed in future forecasts of applicable fund operating expenditures. The maintenance of stormwater projects has been addressed in a detailed study of stormwater operations and funding which resulted in a rate increase in the special assessment charged to residents in FY 15/16. Future operational expenses related to maintaining water/sewer projects have been addressed in future forecasts of Enterprise Funds operating expenditures. Future operations expenses of the City’s new Center at Deltona have been budgeted in the General Fund Parks and Recreation Department.

**BUDGET SUMMARY****FUND BALANCE**

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

**General Fund**

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

**Economic Development Fund**

- Development Incentives - \$920,000

**Grant Match Fund**

- Grants Match Reserve - \$1,741,400

**Changes in Fund Balances:****General Fund – budgeted to increase by 2.8%**

In the FY 16/17 General Fund budget, including transfers, current revenues are budgeted to be \$541,700 more than current expenditures. This small surplus represents a 2.8% increase in fund balance.

**Special Revenue Funds – budgeted to decrease by 22.2%**

Continued capital outlays for stormwater projects, road improvements and City beautification projects are driving this decrease. Major projects in the Transportation Fund accounts for most of this decrease as funds from the Series 2016 bond issue are being depleted.

**Enterprise Funds – budgeted to decrease by 36.2%**

Continuing capital outlay and associated funding is driving this decrease along with the Lake Monroe 4A alternative water initiative. The City issued the Series 2014 Revenue Bonds which are being expended to fund capital projects.

**Capital Projects Fund – budgeted to decrease by 57.1%**

The decrease in fund balance is attributable to several factors including replacement of some of the City's aging equipment and vehicles and the continuation of the City's fiber optic and beautification initiatives. The construction of the City's new Center at Deltona will consume much of the Municipal Complex Fund's fund balance.

## BUDGET SUMMARY

### DEBT

The City's Financial Policies were approved in February, 2007 and are revisited each year via the budget process. These policies provide a general framework of guidance for debt issuance and debt management, while providing flexibility to permit the City to take advantage of market opportunities and to respond to changing conditions without jeopardizing essential public services. The City Charter and State law require that debt pledging property taxes (ad valorem revenue) will only be issued after an affirmative vote of the electors of the City. However, the City Commission can authorize and issue revenue bonds pledging non ad valorem revenues, consistent with the City's debt policy. In July of 2016 the City did issue revenue bonds pledging non ad valorem revenues in order to fund the Center at Deltona.

The City has several long-term debts shown below:

#### **General Governmental Debt**

##### **Capital Improvement Revenue Refunding Bonds, Series 2016**

In July, 2016 the City issued Capital Improvement Revenue Refunding Bonds, Series 2016. The total amount of issue was \$35,750,000. The purposes of these bonds was tri-fold:

- Refund the remaining Transportation Capital Improvement Revenue Bonds, Series 2006
- Provide additional funding for on-going transportation/road projects
- Provide funding for the City's new Center at Deltona

For the transportation/road portion, pledged revenues are the five-cent local option gas tax, the six-cent local option gas tax and transportation impact fees. Pledged revenues for the Center at Deltona are the City's Public Utilities and Service Tax revenues as well as the Local Communications Services Tax revenues.

##### **Stormwater Special Assessment Note, Series 2009**

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

#### **Enterprise Fund Debt:**

##### **Utility System Refunding Revenue Bonds, Series 2013**

Issued on September 10, 2013 in the amount of \$79,745,000. The bonds are collateralized by a pledge of net revenues of the System.

##### **Utility System Revenue Bonds, Series 2014**

Issued on December 5, 2014 in the amount of \$22,215,000. The purpose of the bonds was to finance the costs of certain capital improvements to the City's water system and sewer system and to retire the City's outstanding utility system bond anticipation note, Series 2014.

**BUDGET SUMMARY****DEBT (Continued)****Clean Water State Revolving Fund Loan (SRF Loan)**

On March 29, 2011 the City entered into a State Revolving Fund (SRF) Loan agreement with Florida Water Pollution Control Financing Corporation for financial assistance with planning, design and pre-construction activities of the City's new Eastern Wastewater Treatment facility. The agreement has since been amended to include financial assistance for the construction of the facility as well.

The repayment schedule will be determined upon completion of construction. The lien on the net revenues of the system is on a junior and subordinated lien position to the Utility Revenue bonds series 2013 and 2014.

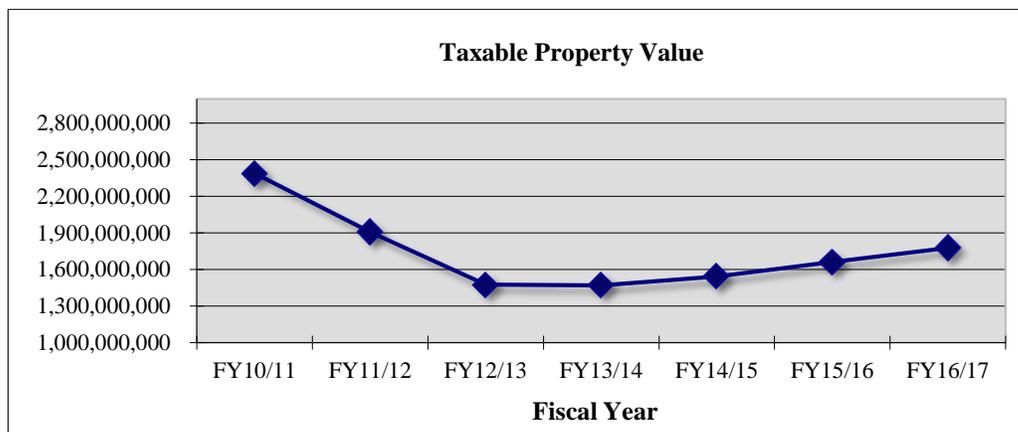
Additional information regarding the City's debt can be found in the "Debt Management" section of this document.

**SOUND PUBLIC STEWARDSHIP**

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

**HISTORICAL COMPARISON OF TAXABLE PROPERTY VALUE & AD VALOREM RATES**

Valuation Date	January 1, 2010	January 1, 2011	January 1, 2012	January 1, 2013	January 1, 2014	January 1, 2015	January 1, 2016
Fiscal Year	FY10/11	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17
<b>Real Property</b>	\$ 1,825,113,157	\$ 1,383,512,790	\$ 1,380,197,738	\$ 1,452,343,043	\$ 1,576,653,986	\$ 1,690,132,656	\$ 1,838,458,026
<b>Personal Property</b>	83,427,970	91,634,464	89,627,858	89,236,363	85,583,790	87,169,481	90,968,798
<b>Estimated Gross Value</b>	1,908,541,127	1,475,147,254	1,469,825,596	1,541,579,406	1,662,237,776	1,777,302,137	1,929,426,824
<b>Less Net New Value</b>	(15,977,226)	(4,027,734)	(9,222,255)	(4,179,043)	(8,240,042)	(9,000,991)	(13,527,810)
<b>Current Year Adjusted</b>	1,892,563,901	1,471,119,520	1,460,603,341	1,537,400,363	1,653,997,734	1,768,301,146	1,915,899,014
<b>Prior Year Final</b>	2,389,044,922	1,908,541,127	1,475,147,254	1,469,825,596	1,541,579,406	1,662,237,776	1,777,302,137
<b>Inc(dec) in Prior Year</b>	\$ (496,481,021)	\$ (437,421,607)	\$ (14,543,913)	\$ 67,574,767	\$ 112,418,328	\$ 106,063,370	\$ 138,596,877
<b>% Change in Value of Existing Property</b>	-20.78%	-22.92%	-0.99%	4.60%	7.29%	6.38%	7.80%
<b>% Change Adjusted for Senior Exemption</b>							
<b>Overall Change from PY</b>							
<b>Inc(dec) From Prior Year</b>	\$ (480,503,795)	\$ (433,393,873)	\$ (5,321,658)	\$ 71,753,810	\$ 120,658,370	\$ 115,064,361	\$ 152,124,687
<b>Percentage</b>	-20.11%	-22.71%	-0.36%	4.88%	7.83%	6.92%	8.56%
<b>Ad valorem Tax Millage Rate</b>							
<b>Millage Rate</b>	6.37760	8.29950	7.99000	7.99000	7.99000	7.99000	7.95000
<b>Rolled-Back Rate</b>	6.93880	8.29950	8.35910	7.62430	7.42500	7.48050	7.41200
<b>Difference</b>	(0.56120)	-	(0.36910)	0.36570	0.56500	0.50950	0.53800
<b>Statutory Tax Increase</b>	<u>-8.09%</u>	<u>0.00%</u>	<u>-4.42%</u>	<u>4.80%</u>	<u>7.61%</u>	<u>6.81%</u>	<u>7.26%</u>



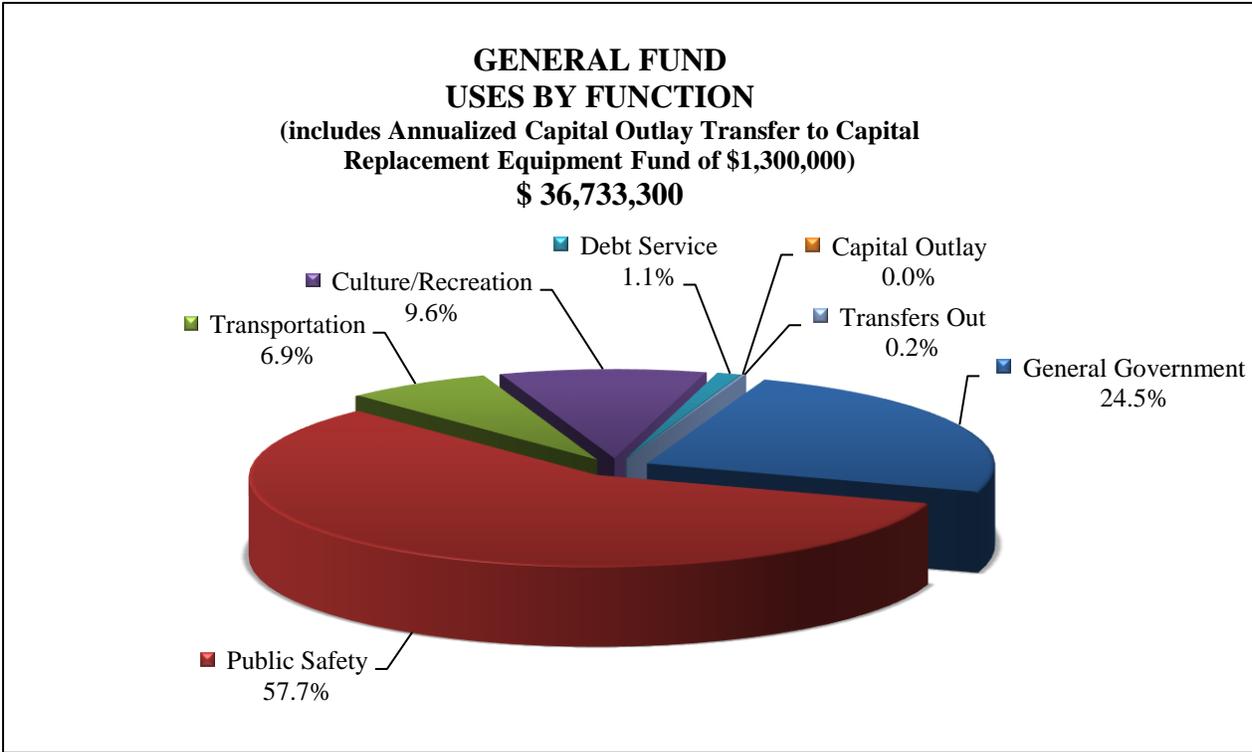
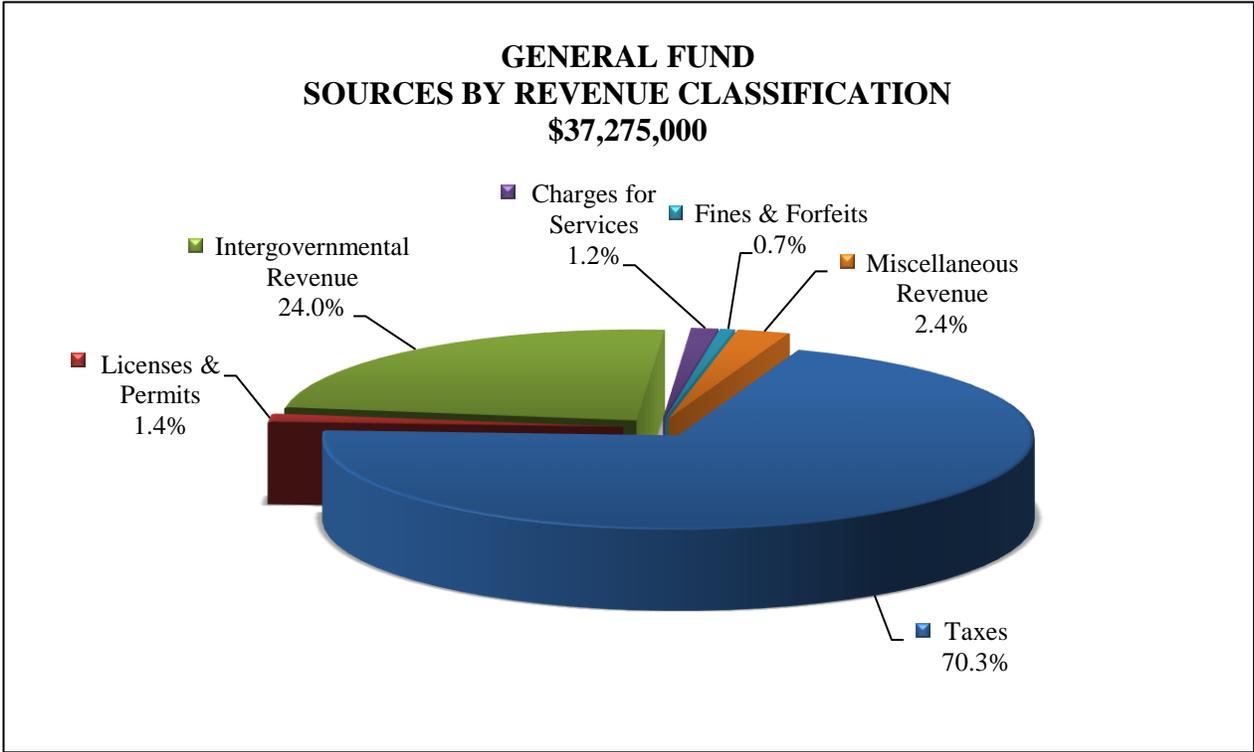




**GENERAL FUND SUMMARY**

	General Fund
<u><i>SOURCES</i></u>	
Taxes	\$ 26,219,000
Licenses & Permits	533,000
Intergovernmental Revenue	8,928,000
Charges for Services	460,000
Fines & Forfeits	246,000
Miscellaneous Revenue	889,000
<i>Total Operating Revenues:</i>	37,275,000
Transfers In	-
Total Revenues and Transfers In	37,275,000
Fund Balance Carryforward - 9/30/15	19,338,387
<i>Total Source of Funds:</i>	<u>\$ 56,613,387</u>
<u><i>USES</i></u>	
General Government	\$ 9,004,500
Public Safety	21,195,400
Transportation	2,524,600
Culture/Recreation	3,540,300
Operating Expenditures	36,264,800
Debt Service	
Principal	206,000
Interest	202,000
Capital Outlay	-
Transfers Out	60,500
<i>Total Expenditures and Transfers Out:</i>	36,733,300
Ending Fund Balance - 9/30/16	19,880,087
<i>Total Use of Funds:</i>	<u>\$ 56,613,387</u>

Sources and Uses of Funds



**GENERAL FUND  
SOURCES BY REVENUE CLASSIFICATION**

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
<b><u>SOURCES</u></b>				
<b><i>Taxes</i></b>				
Ad Valorem Taxes	\$ 11,968,962	\$ 12,897,291	\$ 13,594,000	\$ 14,674,000
Electric Utility Franchise	3,742,292	3,722,935	3,875,000	3,764,000
Gas Franchise Fees	51,747	50,600	50,000	50,000
Electric Utility Service Tax	4,616,697	4,707,391	4,970,000	4,829,200
Telecommunications Service Tax	2,642,399	2,486,467	2,515,000	2,096,800
Gas/Propane Service Tax	115,811	119,638	115,000	115,000
Local Business Tax	322,411	261,200	305,000	265,000
FF Pension Insurance Premium Tax	435,643	432,954	425,000	425,000
	<u>23,895,962</u>	<u>24,678,476</u>	<u>25,849,000</u>	<u>26,219,000</u>
<b><i>Licenses and Permits</i></b>				
Building Permits and Inspections	471,550	460,202	450,000	450,000
Sidewalk Fees	1,565	4,032	1,000	1,000
Other Fees and Permits	76,801	70,474	67,000	82,000
	<u>549,916</u>	<u>534,708</u>	<u>518,000</u>	<u>533,000</u>
<b><i>Intergovernmental Revenues</i></b>				
Grants	23,876	18,289	-	-
State Revenue Sharing	2,428,680	2,743,728	2,646,000	2,922,900
Alcoholic Beverage Licenses	9,936	11,385	10,000	10,000
Half-Cent Sales Tax	4,137,246	4,430,466	4,442,000	4,891,000
FF Supplemental Compensation	21,693	21,825	23,400	23,000
8th Cent Motor Fuel Use Tax	832,309	893,295	883,000	1,081,100
	<u>7,453,740</u>	<u>8,118,988</u>	<u>8,004,400</u>	<u>8,928,000</u>
<b><i>Charges For Services</i></b>				
Public Safety Fees	63,588	73,901	65,000	75,000
Parks/Recreation Fees	81,534	82,056	85,000	85,000
Foreclosure Registration Fee	-	503,200	500,000	300,000
	<u>145,122</u>	<u>659,157</u>	<u>650,000</u>	<u>460,000</u>
<b><i>Fines and Forfeits</i></b>				
Law Enforcement Fines	94,514	44,069	90,000	25,000
Parking Violations/Fines	840	1,512	1,500	1,000
Code Enforcement Violations	199,777	251,462	220,000	220,000
	<u>295,131</u>	<u>297,043</u>	<u>311,500</u>	<u>246,000</u>
<b><i>Other</i></b>				
Interest Income	157,846	87,487	150,000	180,000
Rentals & Leases	250,968	269,501	275,000	250,000
Other	208,306	277,713	184,400	183,000
Administration Charges	276,000	276,000	276,000	276,000
Recycling Proceeds	27,871	6,688	-	-
	<u>920,991</u>	<u>917,389</u>	<u>885,400</u>	<u>889,000</u>
<i>Total Revenues:</i>	33,260,862	35,205,761	36,218,300	37,275,000
Transfers In	23,000	-	-	-
Fund Balance Carryforward	18,588,125	21,349,568	20,332,387	19,338,387
<b>TOTAL SOURCES:</b>	<u>\$ 51,871,987</u>	<u>\$ 56,555,329</u>	<u>\$ 56,550,687</u>	<u>\$ 56,613,387</u>

**GENERAL FUND**  
**USES BY FUNCTION SUMMARY**

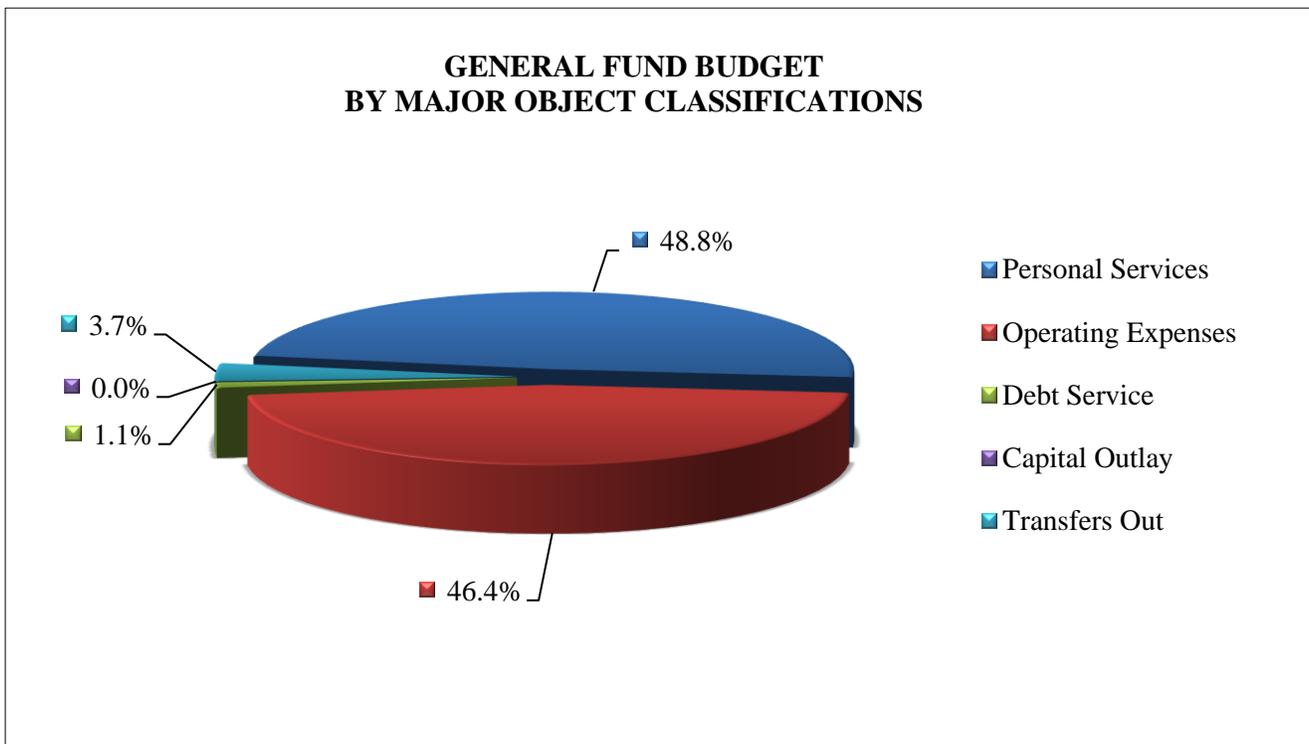
<u>Description</u>	Actual	Actual	Estimated	Adopted
<u>USES</u>	FY 13/14	FY 14/15	Actual FY 15/16	Budget FY 16/17
<b><u>General Government</u></b>				
City Commission	\$ 315,527	\$ 405,530	\$ 353,200	\$ 370,900
City Manager	707,797	618,561	967,800	997,600
City Clerk	416,437	447,674	535,000	536,900
Fiscal Services	1,140,567	1,153,512	1,226,100	1,332,500
Information Technology Services (1)	-	-	(8,449)	-
City Attorney	497,924	503,033	521,400	524,700
Planning & Development Services	727,452	772,447	974,000	905,800
Building & Zoning Services	745,378	787,952	668,469	692,200
Human Resources	441,700	392,192	525,776	526,300
General Government	1,108,620	1,259,299	1,471,661	1,230,600
Enforcement Services	1,355,016	1,544,660	1,784,104	1,672,000
Total General Government	<u>7,456,418</u>	<u>7,884,860</u>	<u>9,019,061</u>	<u>8,789,500</u>
<b><u>Public Safety:</u></b>				
Law Enforcement	9,636,510	9,882,887	10,180,500	10,876,600
Fire - Administration	967,967	1,134,517	1,318,681	1,412,600
Fire - Operations	7,376,452	7,862,965	8,485,700	8,427,200
Total Fire Services	<u>8,344,419</u>	<u>8,997,482</u>	<u>9,804,381</u>	<u>9,839,800</u>
Total Public Safety	<u>17,980,929</u>	<u>18,880,369</u>	<u>19,984,881</u>	<u>20,716,400</u>
<b><u>Transportation:</u></b>				
Public Works - Traffic Division	554,663	588,963	591,800	658,000
Public Works - Engineering	110,650	115,465	150,974	224,300
Public Works -Field Operations	680,252	624,514	793,219	763,100
Public Works - Administration	200,156	200,566	250,800	266,000
Fleet Maintenance	208,267	234,870	275,200	267,200
Total Transportation	<u>1,753,988</u>	<u>1,764,378</u>	<u>2,061,993</u>	<u>2,178,600</u>
<b><u>Culture &amp; Recreation:</u></b>				
Parks & Recreation	2,114,798	2,314,767	2,755,865	3,280,300
Total Appropriations	<u>29,306,133</u>	<u>30,844,374</u>	<u>33,821,800</u>	<u>34,964,800</u>
<b>Debt Service</b>				
Principal & Interest	-	-	-	408,000
Capital Outlay	152,786	369,168	1,087,000	-
<b><u>Transfers Out:</u></b>				
Transportation Fund	-	500,000	500,000	-
Economic Development Fund	-	1,841,400	-	-
Lake Assessment Districts	-	-	-	60,500
Grants Match Fund	-	500,000	500,000	-
Park Projects Fund	13,500	750,000	3,500	-
Deltona Water	-	118,000	-	-
Replacement Equipment Fund	1,050,000	1,300,000	1,300,000	1,300,000
Total Transfers	<u>1,063,500</u>	<u>5,009,400</u>	<u>2,303,500</u>	<u>1,360,500</u>
Total Appropriations, Capital Outlay and Transfers	<u>30,522,419</u>	<u>36,222,942</u>	<u>37,212,300</u>	<u>36,733,300</u>
<b>Ending Fund Balance:</b>				
Natural Disaster Reserve	6,000,000	6,000,000	6,000,000	6,000,000
Operating Reserve	5,060,000	5,358,000	5,854,000	6,113,000
Economic Development Incentive Reserve (2)	1,000,000	1,000,000	-	-
City Infrastructure Reserve (2)	1,000,000	1,000,000	-	-
Unreserved/Undesignated	8,289,568	6,974,387	7,484,387	7,767,087
Ending Fund Balance	<u>21,349,568</u>	<u>20,332,387</u>	<u>19,338,387</u>	<u>19,880,087</u>
<b>TOTAL USES:</b>	<u>\$ 51,871,987</u>	<u>\$ 56,555,329</u>	<u>\$ 56,550,687</u>	<u>\$ 56,613,387</u>

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

(2) Presented separately beginning in FY 15/16.

**GENERAL FUND  
USES BY EXPENDITURE CLASSIFICATION**

Uses	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
Personal Services	\$ 15,001,821	\$ 16,043,277	\$ 17,383,126	\$ 17,937,400
Operating Expenses	14,304,311	14,801,097	16,144,540	17,027,400
Debt Service	-	-	-	408,000
Capital Outlay	152,786	369,168	1,087,000	-
Transfers Out	1,063,501	5,009,400	2,597,634	1,360,500
<b>TOTAL</b>	<b>\$ 30,522,419</b>	<b>\$ 36,222,942</b>	<b>\$ 37,212,300</b>	<b>\$ 36,733,300</b>



Divisions by Major Object Classification

**GENERAL FUND  
DIVISIONS BY MAJOR OBJECT CLASSIFICATION**

Division	Personal Services	Operating Expenses	Debt Service	Capital Outlay	Transfers Out		Total
					Replacement Equipment	Other	
<b>General Government:</b>							
City Commission	\$ 106,000	\$ 264,900	\$ -	\$ -	\$ 8,000	\$ -	\$ 378,900
City Manager	805,300	192,300	-	-	6,000	-	1,003,600
City Clerk	364,500	172,400	-	-	11,000	-	547,900
Fiscal Services	1,127,300	205,200	-	-	10,000	-	1,342,500
Information Technology Services (1)	-	-	-	-	-	-	-
City Attorney	141,900	382,800	-	-	9,000	-	533,700
Planning & Development Services	691,200	214,600	-	-	38,000	-	943,800
Building & Zoning Services	563,100	129,100	-	-	62,000	-	754,200
Human Resources	378,400	147,900	-	-	9,000	-	535,300
General Government	44,000	1,186,600	408,000	-	-	60,500	1,699,100
Enforcement Services	1,215,400	456,600	-	-	62,000	-	1,734,000
<b>Total General Government</b>	<b>5,437,100</b>	<b>3,352,400</b>	<b>408,000</b>	<b>-</b>	<b>215,000</b>	<b>60,500</b>	<b>9,473,000</b>
<b>Public Safety:</b>							
Law Enforcement	-	10,876,600	-	-	-	-	10,876,600
Fire Administration	998,900	413,700	-	-	479,000	-	1,891,600
Fire Operations	7,431,600	995,600	-	-	-	-	8,427,200
<b>Total Fire Services</b>	<b>8,430,500</b>	<b>1,409,300</b>	<b>-</b>	<b>-</b>	<b>479,000</b>	<b>-</b>	<b>10,318,800</b>
<b>Total Public Safety</b>	<b>8,430,500</b>	<b>12,285,900</b>	<b>-</b>	<b>-</b>	<b>479,000</b>	<b>-</b>	<b>21,195,400</b>
<b>Transportation:</b>							
Traffic Division	357,500	300,500	-	-	26,000	-	684,000
Engineering	209,700	14,600	-	-	-	-	224,300
Field Operations	551,200	211,900	-	-	273,000	-	1,036,100
Administration	134,800	131,200	-	-	-	-	266,000
Fleet Maintenance	390,300	(123,100)	-	-	47,000	-	314,200
<b>Total Transportation</b>	<b>1,643,500</b>	<b>535,100</b>	<b>-</b>	<b>-</b>	<b>346,000</b>	<b>-</b>	<b>2,524,600</b>
<b>Culture/Recreation:</b>							
Parks & Recreation	1,643,600	1,636,700	-	-	260,000	-	3,540,300
<b>Sub Total</b>	<b>\$ 17,154,700</b>	<b>\$ 17,810,100</b>	<b>\$ 408,000</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>	<b>\$ 60,500</b>	<b>\$ 36,733,300</b>
Personal Service Cost Included in Information Technology Services Allocation (1)	782,700	(782,700)	-	-	-	-	-
<b>Total Appropriations</b>	<b>\$ 17,937,400</b>	<b>\$ 17,027,400</b>	<b>\$ 408,000</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>	<b>\$ 60,500</b>	<b>\$ 36,733,300</b>

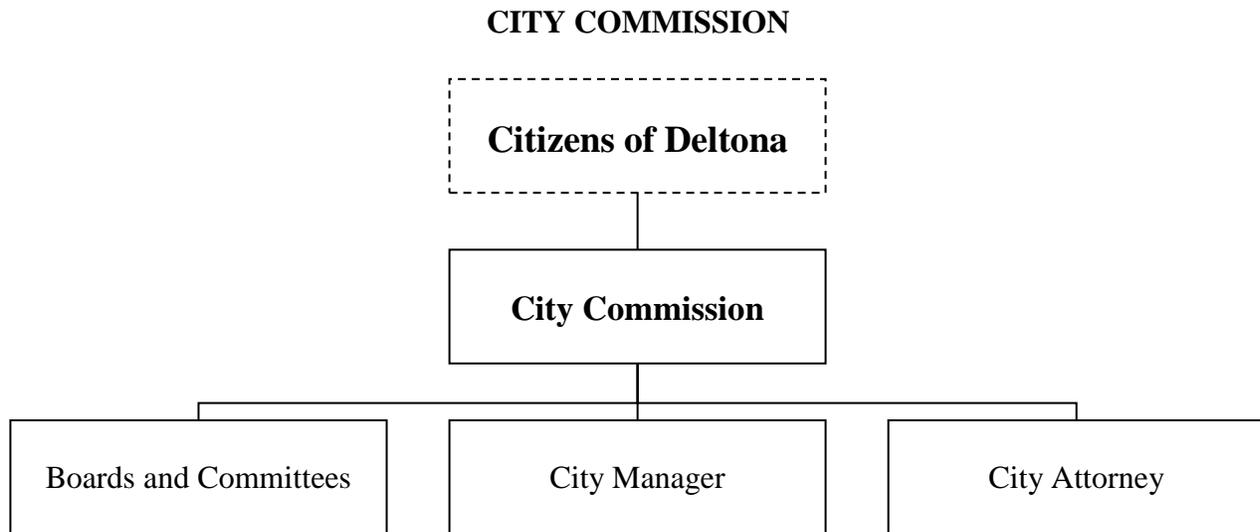
(1) Information Technology Services is fully allocated to all departments within the City.

**Summary**

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 9,913,425	\$ 10,358,771	\$ 10,954,626	\$ 11,387,600
Overtime	638,233	651,329	706,900	706,900
Other Pay	41,831	39,419	53,800	49,800
Benefits and Taxes	4,408,332	4,993,758	5,667,800	5,793,100
<b>Total Personal Service Costs</b>	<b>15,001,821</b>	<b>16,043,277</b>	<b>17,383,126</b>	<b>17,937,400</b>
Operating Expenditures	14,304,311	14,801,097	16,144,540	17,027,400
<b>Capital Transfers/Outlay:</b>				
Transfers to Replacement Equipment Fund	1,050,000	1,300,000	1,300,000	1,300,000
Capital Outlay	152,786	369,168	1,087,000	-
Debt Service	-	-	-	408,000
Other Transfers Out	13,501	3,709,400	1,297,634	60,500
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$ 30,522,419</b>	<b>\$ 36,222,942</b>	<b>\$ 37,212,300</b>	<b>\$ 36,733,300</b>
<b>Staffing:</b>				
Full-Time	195	197	205	209
Part-Time	18	17	19	19
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 503,012	\$ 621,194	\$ 871,140	632,700
5232 - Accounting and Auditing	58,500	54,350	60,000	60,000
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	10,197,071	10,500,787	10,953,800	11,578,200
5240 - Travel and Per Diem	15,875	22,564	42,400	54,400
5241 - Communications and Freight Services	309,565	291,944	347,000	341,400
5243 - Utility Services	655,445	665,775	660,000	696,100
5244 - Rentals and Leases	254,104	253,214	273,500	256,000
5245 - Insurance	500,613	541,845	590,000	610,000
5246 - Repairs and Maintenance Services	842,895	805,677	1,025,400	957,300
5247 - Printing and Binding	31,092	23,257	30,200	33,900
5248 - Promotional Activities	106,871	114,784	195,600	178,200
5249 - Other Current Charges	196,703	225,411	325,100	815,200
5251 - Office Supplies	71,161	73,158	96,200	93,800
5252 - Operating Supplies	770,222	815,158	1,006,200	919,800
5253 - Road Materials & Supplies	55,994	50,022	66,500	64,500
5254 - Publications, Memberships & Training	124,456	170,669	199,000	217,900
9901 - IT Costs Allocated To Other Funds (1)	(242,199)	(261,109)	(383,500)	(371,300)
9904 - Fleet Maintenance Charge (2)	(200,569)	(209,603)	(270,000)	(191,700)
5882 - Aid To Private Organizations	53,500	42,000	56,000	81,000
<b>Total</b>	<b>\$ 14,304,311</b>	<b>\$ 14,801,097</b>	<b>\$ 16,144,540</b>	<b>\$ 17,027,400</b>

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

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



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

<b>CITY COMMISSION</b>							
<b><i>PERSONAL SERVICES SCHEDULE:</i></b>							
<b>Personnel Roster</b>	<b>Number of Positions</b>						
<b>Position Title</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>Budget FY 15/16</b>	<b>Adjusted FY 15/16</b>	<b>Change FY 16/17</b>	<b>FY 16/17</b>	<b>Pay Grade</b>
Mayor and Commission	-	-	-	-	-	-	Charter
Executive Assistant	-	1	1	1	-	1	113
Administrative Assistant II	1	-	-	-	-	-	109
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>1</b>	

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

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**CITY COMMISSION**

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

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

**GOALS, OBJECTIVES & PERFORMANCE MEASURES**
**FY 15/16 Key Accomplishments:**

- Restructuring of Executive Assistant to be shared with City Manager's department – *Completed – Strategic Goal: Fiscal Issues*
- City 20 year celebration (one-time expense) – *Completed – Strategic Goal: Internal and External Communication*
- Removal of funds for VCOG / VLOC (implementation of Volusia League of Cities) – *Completed – Strategic Goal: Fiscal Issues*
- Elimination of Labor Attorney (service to be provided by Vose Law Firm) – *Completed – Strategic Goal: Fiscal Issues*

**FY 16/17 Key Goals:**

- Created Commission travel allowance to Tallahassee – *Strategic Goal: Internal and External Communication – Conduct partnering sessions with County staff and State Legislature*
- Annual update to Strategic Plan / Visioning Session – *Strategic Goal: Strategic Plan*
- Increase in Aid to Private Organizations – *Strategic Goal: Other Priority Objectives Identified – Community services summit for the provision of community services*
- Increase funds for staff attendance at VLOC dinners – *Strategic Goal: Internal and External Communication*
- Continue funds for scholarship program – *Strategic Goal: Community Services*

**CITY ADVISORY BOARDS**
**QUALIFICATIONS**

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

**CITY COMMISSION**  
**CITY ADVISORY BOARDS (Continued)**

**STRUCTURE**

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

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

**AFFORDABLE HOUSING ADVISORY COMMITTEE**

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

**ECONOMIC DEVELOPMENT ADVISORY BOARD (7 MEMBERS)**

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

**FIREFIGHTERS' PENSION PLAN BOARD OF TRUSTEES (5 MEMBERS)**

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

**ORDINANCE REVIEW COMMITTEE (7 MEMBERS)**

At its July 6, 2015 Regular Meeting, the City Commission approved the creation of the Ordinance Review Committee. The committee will review ordinances only as specifically designated by the City Commission, and shall make recommendations to the City Commission as to such ordinances. Meetings are held the 1<sup>st</sup> Thursday of each month, at 6:00 p.m., at the Deltona Commission Chambers, 2345 Providence Blvd.

**PARKS & RECREATION ADVISORY COMMITTEE (7 MEMBERS)**

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

**PLANNING AND ZONING BOARD (7 MEMBERS)**

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

**CITY COMMISSION****CITY ADVISORY BOARDS (Continued)****SPECIAL MAGISTRATE**

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

**WILLIAM S. HARVEY SCHOLARSHIP SELECTION COMMITTEE (7 MEMBERS)**

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

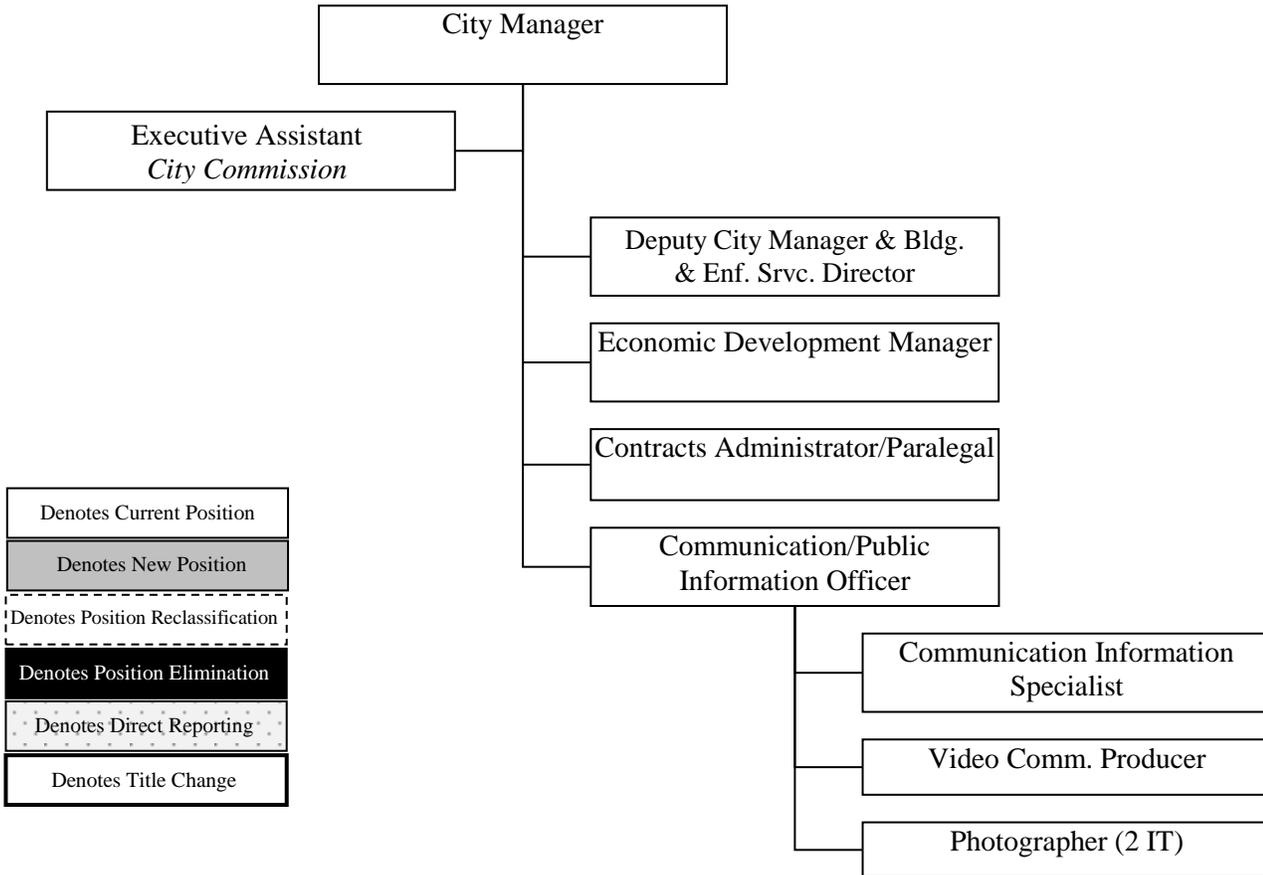
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PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001110 GENERAL FUND - CITY COMMISSION							
<a href="#">001110 511000</a> EXEC SAL	65,086.88	65,034.36	65,673.52	66,783.34	67,700.00	69,700.00	3.0%
<a href="#">001110 511200</a> SAL & WAGE	34,401.64	34,305.89	32,713.24	19,598.19	18,800.00	19,600.00	4.3%
<a href="#">001110 511400</a> OVERTIME	115.92	500.52	333.57	144.11	400.00	400.00	.0%
<a href="#">001110 512100</a> FICA TAX	6,931.38	6,673.44	6,375.86	5,379.13	6,100.00	6,300.00	3.3%
<a href="#">001110 512200</a> RETIRECONT	881.46	1,540.60	2,423.55	1,389.64	1,400.00	1,500.00	7.1%
<a href="#">001110 512300</a> H/D/L INS	9,631.38	10,530.54	12,926.60	7,209.96	7,600.00	7,800.00	2.6%
<a href="#">001110 512400</a> WORKERCOMP	1,650.06	1,410.30	1,431.35	621.52	800.00	700.00	-12.5%
<a href="#">001110 523101</a> PROFSVC-OT	119.99	51,041.34	58,238.35	50,000.00	59,000.00	52,500.00	-11.0%
<a href="#">001110 524001</a> TRAV&PERDM	6,866.71	8,086.11	9,537.76	7,967.64	12,700.00	22,900.00	80.3%
<a href="#">001110 524101</a> COMMUNICAT	3,413.38	3,528.73	3,235.77	3,209.54	3,700.00	3,700.00	.0%
<a href="#">001110 524602</a> R&M E/Q	.00	.00	123.47	.00	.00	200.00	.0%
<a href="#">001110 524610</a> R&M OTHER	.00	.00	.00	182.00	.00	.00	.0%
<a href="#">001110 524701</a> PRINT GEN	355.00	174.00	966.20	116.00	200.00	600.00	200.0%
<a href="#">001110 524801</a> PROMO ACTI	6,921.63	474.94	2,386.35	11,157.63	21,900.00	900.00	-95.9%
<a href="#">001110 524901</a> RECOG	523.49	2,985.13	953.90	730.91	1,100.00	1,200.00	9.1%
<a href="#">001110 524903</a> REIMBURSAB	.00	.00	2,894.51	.00	.00	.00	.0%
<a href="#">001110 525101</a> OFFICE SUP	983.11	1,024.36	474.48	433.09	1,000.00	1,000.00	.0%
<a href="#">001110 525102</a> FURN & E/Q	.00	.00	1,693.80	.00	.00	2,000.00	.0%
<a href="#">001110 525206</a> UNIFORMS	361.20	514.26	601.82	284.13	800.00	700.00	-12.5%
<a href="#">001110 525210</a> OPERAT SUP	121.01	94.86	205.05	614.38	500.00	1,300.00	160.0%
<a href="#">001110 525400</a> PUB, MEM, TR	60,953.00	59,467.00	71,656.00	64,636.07	65,700.00	69,000.00	5.0%
<a href="#">001110 588200</a> AID TO ORG	66,000.00	53,500.00	42,000.00	56,000.00	56,000.00	81,000.00	44.6%
<a href="#">001110 910501</a> CAPITL-RPL	8,000.00	8,000.00	7,999.92	7,333.26	8,000.00	8,000.00	.0%
<a href="#">001110 990131</a> IT - Costs	14,108.67	14,641.08	17,350.81	21,816.63	23,800.00	27,900.00	17.2%
TOTAL GENERAL FUND - CITY CO	287,425.91	323,527.46	342,195.88	325,607.17	357,200.00	378,900.00	6.1%

**CITY MANAGER'S OFFICE**



CITY MANAGER'S OFFICE							
<b>PERSONAL SERVICES SCHEDULE:</b>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
City Manager	1	1	1	1	-	1	Contract
Deputy City Manager	1	1	1	1	-	1	133
Comm/Public Info Officer	1	1	1	1	-	1	120
Economic Dev. Manager	1	1	1	1	-	1	120
Community Information Specialist	1	1	1	1	-	1	117
Video Communications Producer	-	-	1	1	-	1	117
Contract Administrator/Paralegal	1	1	1	1	-	1	115
Administrative Assistant II (PT)	1	-	-	-	-	-	109
Photographer (IT)	2	2	2	2	-	2	101
<b>TOTAL</b>	<b>9</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>-</b>	<b>9</b>	

## CITY MANAGER'S OFFICE

### GOALS, OBJECTIVES & PERFORMANCE MEASURES

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

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

### GOALS, OBJECTIVES & PERFORMANCE MEASURES

#### **FY 15/16 Key Accomplishments:**

- Combined Deputy City Manager and Enforcement Services Director position – *Completed – Strategic Goal: Other Priority Objectives Identified – Employee development and training*
- Elimination of PT Administrative Assistant – *Completed – Strategic Goal: Fiscal Issues*
- Addition of Executive Assistant to be shared with City Commission – *Completed – Strategic Goal: Fiscal Issues*
- Enhancements to PIO office in the form of equipment, promotional activities, etc. – *Completed and on-going – Strategic Goal: Internal and External Communication*
- Enhancements to City website page for Office of Economic Development – *Completed – Strategic Goal: Internal and External Communication*
- Increased ITSD allocation costs – *Completed – Strategic Goal: Fiscal Issues*
- Part time contract position converted to full time PIO employee who will greatly enhance live broadcast /video Marketing – *Completed – Strategic Goal: Other Priority Objectives Identified – Employee development and training*
- Negotiated and executed Firefighters' Union Contract – *Completed – Strategic Goal: Public Safety*

#### **FY 16/17 Key Goals:**

- Monitor and complete as many strategic goals as possible and as ranked by the City Commission
- Hire Finance Director and Public Works / Utilities Director to replace retiring department heads – *Strategic Goal: Other Priority Objectives Identified – Employee development and training*
- Construct and market new Community Center – *Strategic Goal: Fiscal Issues – New Community Center*

## CITY MANAGER'S OFFICE

## GOALS, OBJECTIVES &amp; PERFORMANCE MEASURES (Continued)

**FY 16/17 Key Goals (Continued):**

- Hire Events/Facility Manager for Community Center – *Strategic Goal: Fiscal Issues – New Community Center*
- Implement compensation study if approved – *Strategic Goal: Other Priority Objectives Identified – Employee development and training*
- Focus on Howland Blvd. as the gateway for commercial growth including creating a City Center – *Strategic Goal: Economic Development*
- Determine sports niche for Deltona – *Strategic Goal: Infrastructure*
- Continue to promote and implement City's beautification program – *Strategic Goal: Public Safety – Focus on the City's beautification program*
- Finalize commercial property database – *Strategic Goal: Economic Development – Team Volusia coordination and creation of a database of commercial properties*
- Work with new/existing businesses to create/expand operations – *Strategic Goal: Economic Development*
- Broaden Deltona TV Outreach – *Strategic Goal: Internal and External Communication*
- Implement Deltona....A City on the Move marketing campaign – *Strategic Goal: Internal and External Communication*
- Reduction in postage – newsletters to be mailed with utility bills – *Strategic Goal: Fiscal Issues*

**Key Ongoing Goals:**

- Leadership
  - Bring together the leadership, vision, and focus on results needed to maintain a quality lifestyle for our residents by managing financial and human resources, delivering services, and planning and preparing for community development and re-development.
  - Maintain commitment to high ethical standards by the City Manager and throughout the organization, and encourage continued professional development of City staff.
- Responsiveness
  - Ensure that the policies as established by the Mayor and City Commission are carried out as efficiently, effectively, and equitably as possible.
  - Ensure that the day-to-day operations of the City are managed by professionals who are educated and trained in current City management practices, state and federal laws and mandates, and cost-effective service delivery.
  - Oversee the preparation and management of a comprehensive annual budget and capital improvement program that ensures fiscal responsibility while meeting the needs of our citizenry.
  - Ensure Commission is provided with advice and options concerning emerging issues and policy to achieve the City's overall mission.

**CITY MANAGER'S OFFICE**

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

**Key Ongoing Goals (Continued):**

- Service
  - Ensure adequate resources to meet service levels.
  - Facilitate interdepartmental, as well as interagency, cooperation.
  - Continue to identify and implement best practices that will enhance, or at a minimum, maintain current levels of service.

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

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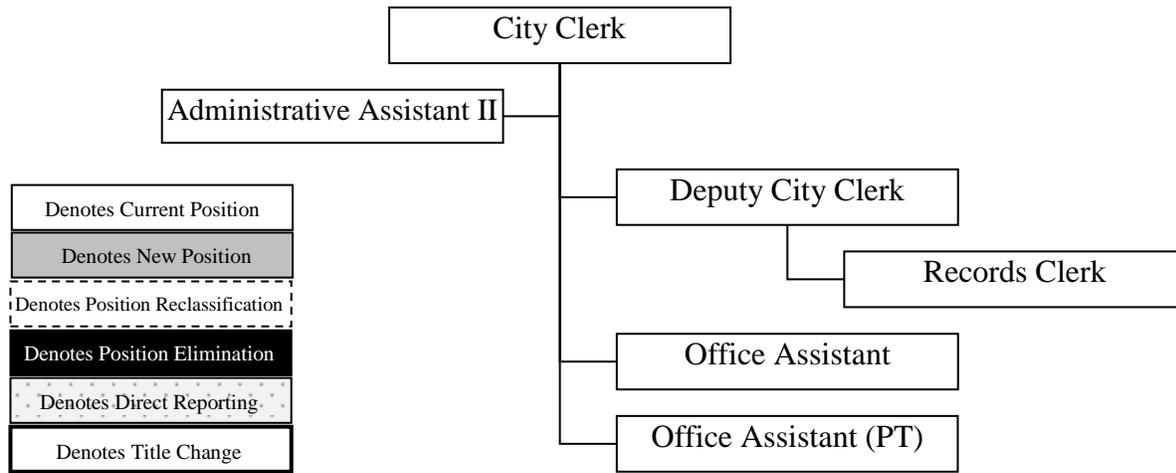
PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:		FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001121 GENERAL FUND - CITY MANAGER								
<a href="#">001121 511000</a>	EXEC SAL	237,999.44	134,687.48	53,848.64	162,238.80	166,000.00	180,200.00	8.6%
<a href="#">001121 511200</a>	SAL & WAGE	321,851.59	262,479.03	278,016.21	350,680.43	369,860.00	386,800.00	4.6%
<a href="#">001121 511400</a>	OVERTIME	1,136.24	1,720.35	2,490.52	3,070.51	3,500.00	3,600.00	2.9%
<a href="#">001121 511600</a>	AUTO ALLOW	.00	.00	700.00	4,200.00	8,200.00	4,200.00	-48.8%
<a href="#">001121 512100</a>	FICA TAX	33,979.19	28,270.05	25,025.82	38,971.04	38,900.00	36,500.00	-6.2%
<a href="#">001121 512200</a>	RETIRECONT	46,855.76	89,279.28	43,718.52	96,667.89	96,100.00	96,000.00	-.1%
<a href="#">001121 512300</a>	H/D/L INS	50,183.52	44,092.27	52,737.87	81,391.50	98,600.00	88,000.00	-10.8%
<a href="#">001121 512400</a>	WORKERCOMP	9,716.99	7,615.63	8,179.16	8,001.62	10,300.00	10,000.00	-2.9%
<a href="#">001121 519999</a>	CONTRA ACT	-977.76	.00	.00	.00	.00	.00	.0%
<a href="#">001121 523101</a>	PROFSVC-OT	3,871.46	26,329.66	33,144.45	26,569.34	24,140.00	20,100.00	-16.7%
<a href="#">001121 523108</a>	LABORATTNY	.00	3,767.50	.00	.00	.00	.00	.0%
<a href="#">001121 523401</a>	OTHR CONTR	.00	.00	.00	674.00	1,300.00	24,400.00	1776.9%
<a href="#">001121 524001</a>	TRAV&PERDM	2,603.69	622.88	1,955.31	3,347.94	6,900.00	6,600.00	-4.3%
<a href="#">001121 524101</a>	COMMUNICAT	2,429.24	1,592.29	1,878.46	2,566.17	4,200.00	3,000.00	-28.6%
<a href="#">001121 524102</a>	POSTAGE	21,102.21	22,043.72	16,954.58	.00	.00	13,400.00	.0%
<a href="#">001121 524602</a>	R&M E/Q	11,048.17	3,717.69	2,730.28	19,283.20	20,300.00	6,400.00	-68.5%
<a href="#">001121 524610</a>	R&M OTHER	.00	180.00	.00	.00	.00	.00	.0%
<a href="#">001121 524701</a>	PRINT GEN	14,256.00	19,395.34	14,538.04	17,896.30	18,800.00	20,700.00	10.1%
<a href="#">001121 524801</a>	PROMO ACTI	8,352.74	1,434.74	1,937.52	3,711.41	7,800.00	8,600.00	10.3%
<a href="#">001121 524901</a>	RECOG	.00	186.80	.00	.00	.00	.00	.0%
<a href="#">001121 524903</a>	REIMBURSAB	.00	.00	15,637.73	.00	.00	.00	.0%
<a href="#">001121 524913</a>	SYMPATHIES	.00	.00	.00	498.14	600.00	600.00	.0%
<a href="#">001121 524999</a>	OTHER CHAR	97.50	.00	.00	.00	.00	.00	.0%
<a href="#">001121 525101</a>	OFFICE SUP	4,088.12	4,118.14	5,999.14	4,203.78	6,400.00	6,800.00	6.3%
<a href="#">001121 525102</a>	FURN & E/Q	1,951.12	3,541.37	8,535.19	5,291.21	4,500.00	4,300.00	-4.4%
<a href="#">001121 525201</a>	FUEL&OIL	720.68	2,715.97	1,000.37	669.69	1,800.00	1,800.00	.0%
<a href="#">001121 525202</a>	TOOL & E/Q	13.29	.00	780.98	73.94	.00	.00	.0%
<a href="#">001121 525206</a>	UNIFORMS	271.97	232.85	131.90	839.02	1,200.00	300.00	-75.0%
<a href="#">001121 525208</a>	COMPUT S/W	2,184.00	50.99	347.42	1,228.53	1,800.00	4,300.00	138.9%
<a href="#">001121 525210</a>	OPERAT SUP	12.38	14.31	534.87	115.43	.00	800.00	.0%
<a href="#">001121 525400</a>	PUB, MEM, TR	10,845.23	11,629.02	5,462.86	6,848.55	16,900.00	19,100.00	13.0%
<a href="#">001121 910501</a>	CAPITL-RPL	6,000.00	6,000.00	6,000.00	5,500.00	6,000.00	6,000.00	.0%
<a href="#">001121 990131</a>	IT - Costs	42,657.81	37,967.55	41,218.80	50,600.00	55,200.00	50,600.00	-8.3%
<a href="#">001121 990419</a>	FLEETALLOC	.00	112.22	1,055.82	292.43	1,700.00	500.00	-70.6%
TOTAL GENERAL FUND - CITY MA		833,250.58	713,797.13	624,560.46	895,430.87	971,000.00	1,003,600.00	3.4%

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**CITY CLERK'S OFFICE**



CITY CLERK'S OFFICE							
<b>PERSONAL SERVICES SCHEDULE:</b>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
City Clerk	1	1	1	1	-	1	129
Deputy City Clerk	1	1	1	1	-	1	113
Administrative Assistant II	1	1	1	1	-	1	109
Records Clerk	1	1	1	1	-	1	103
Office Assistant	1	1	1	1	-	1	102
Office Assistant (PT)	1	1	1	1	-	1	102
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>-</b>	<b>6</b>	

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

## CITY CLERK'S OFFICE

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

### GOALS, OBJECTIVES & PERFORMANCE MEASURES

#### **FY 15/16 Key Accomplishments:**

- “Cloud” hosting and full utilization of the Granicus system across all platforms – *Completed* – *Strategic Goal: Internal and External Communication*
  - *Monthly Managed Service: Meeting Efficiency/Government Transparency*
  - *Monthly Managed Service: Legislative Management Suite*
  - *Monthly Managed Service: iPad Voting*
- Continue with overall goal of becoming paperless and to promote that process City-wide – *Documents are continually being created and received which need to be stored into Laserfiche according to records retention schedules* – *Strategic Goal: Internal and External Communication*
- Oversight of City’s new Ordinance Review Committee with increased advertising and codification costs – *Committee established; oversight of the Board transferred to Planning and Development* – *Strategic Goal: Internal and External Communication*
- Implement a succession plan and begin cross-training accordingly – *Succession planning is ongoing due to software updates, continually changing State Statutes, Records Retention & Disposition Requirements, all of which all may require additional training* – *Strategic Goal: Internal and External Communication*
- Mid-term elections – *To be completed by March, 2017* – *Strategic Goal: Internal and External Communication*
- Additional training on new software (Granicus) to streamline all City official meeting packages – *Initial training completed; additional on-going training as needed* – *Strategic Goal: Internal and External Communication*

#### **FY 16/17 Key Goals:**

- Continue with overall goal of becoming paperless and to promote that process City-wide – *Strategic Goal: Internal and External Communication*
- Continue with the implementation of a succession plan and begin cross-training accordingly – *Strategic Goal: Other Priority Objectives: Employee Development and Training*
- Coordinate the 2016 Primary & General Elections and finalize the election process for the City – *Strategic Goal: Internal and External Communication*
- Timely agenda packages – *Strategic Goal: Internal and External Communication*
- Checks and balances on advertising – *Strategic Goal: Internal and External Communication*

**CITY CLERK’S OFFICE**

**GOALS, OBJECTIVES & PERFORMANCE MEASURES**

**Key Ongoing Goals:**

- Complete full utilization and “Cloud” hosting of the Granicus system across all platforms – *Strategic Goal: Internal and External Communication*
- Continue on path to become a paperless City and to promote that process City-wide – *Strategic Goal: Internal and External Communication*
- Provide for successful mid-term elections for City residents – *Strategic Goal: Internal and External Communication*

**Key Objectives:**

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

**Key Performance Measures:**

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

	<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
	197	184	185
	773	537	550
	1,716	1,800	1,850
	270	320	350
	295,423	701,081	750,000
	42,928	89,000	95,000
	260	315	275

**DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS**

- During FY 15/16, the City Clerk’s Office has worked diligently to achieve the goal of being the first paperless department. In FY 15/16 the City implemented the Granicus agenda management, minutes, voting and streaming software to streamline all citywide agendas and minutes.
- The City Clerk’s Office continues to be responsible for the overall management of City records through use of on-site storage space and document imaging through the use of Laserfiche optical imaging solution (software and scanners) providing long-term electronic storage of City documents thus reducing the amount of records stored in paper format.

**CITY CLERK’S OFFICE**

**DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

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

	<b>Actual FY 14/15</b>	<b>Estimated FY 15/16</b>	<b>Projected FY 16/17</b>
Agenda Packets (sets) – Commission/Board	197	184	185
Assist walk-in customers (2 reception areas)	1,520	1,525	1,525
Citizen board applications processed	12	50	85
City Website maintenance (# of hrs.)	24	10	20
City Website hits	49,928	89,000	95,000
Documents imaged (# of pages)	295,423	701,081	175,000
Documents notarized	33	18	25
Documents recorded with County Clerk	463	412	450
Legal/display advertisements	41	96	100
Minutes transcribed (pages)	773	537	550
Ordinances	15	48	55
Outgoing mail processed/posted	29,164	24,000	29,000
Public records requests	270	320	350
Resolutions	39	48	55

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

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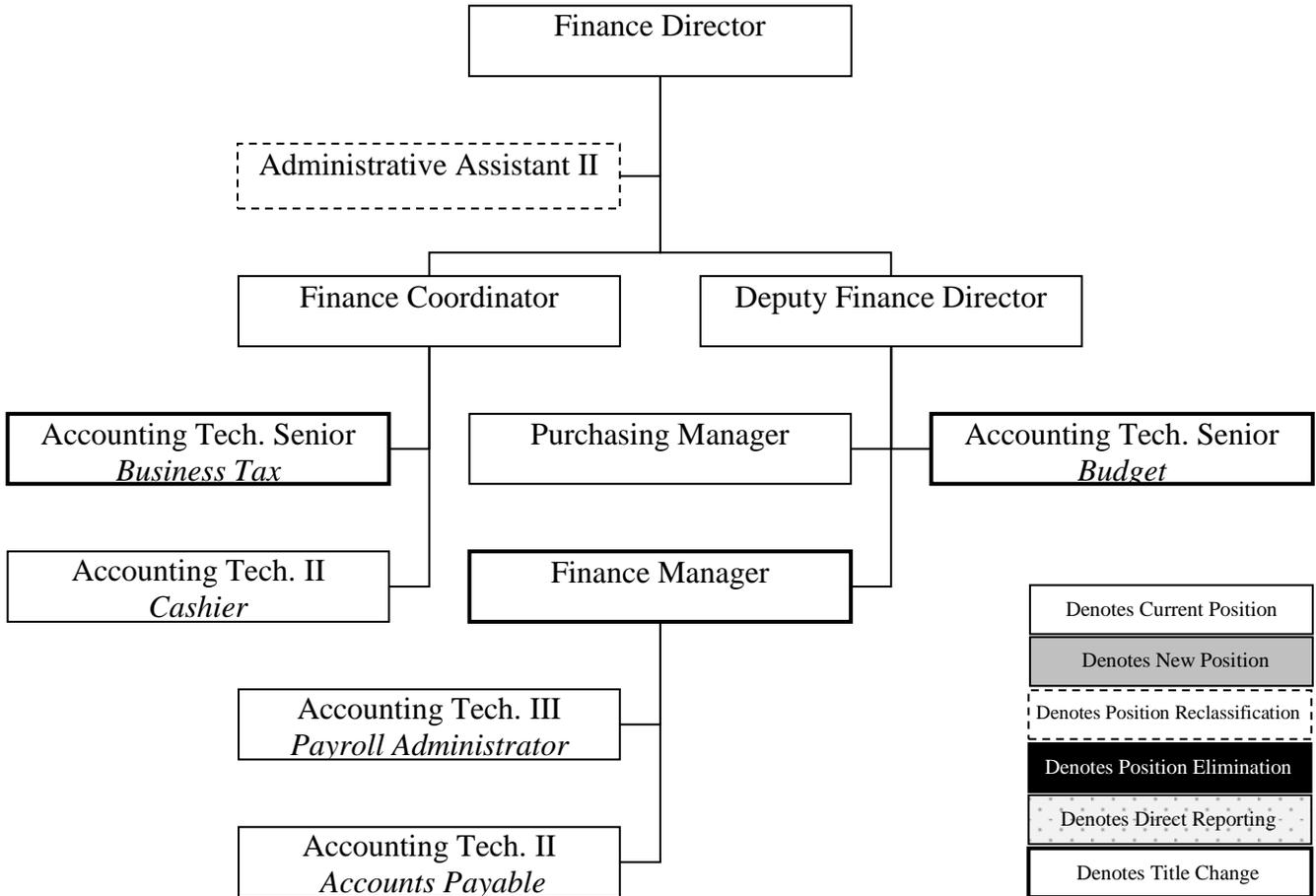
PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001125 GENERAL FUND - CITY CLERK							
<a href="#">001125 511200</a> SAL & WAGE	228,192.92	209,428.33	224,100.88	227,860.84	234,800.00	246,800.00	5.1%
<a href="#">001125 511400</a> OVERTIME	452.48	617.26	1,754.15	1,181.78	1,300.00	1,300.00	.0%
<a href="#">001125 512100</a> FICA TAX	16,487.27	15,287.16	16,401.02	16,646.46	16,600.00	17,500.00	5.4%
<a href="#">001125 512200</a> RETIRECONT	18,433.87	25,086.41	29,978.65	30,730.10	31,400.00	32,900.00	4.8%
<a href="#">001125 512300</a> H/D/L INS	39,649.46	39,178.52	47,000.16	48,138.85	56,500.00	58,200.00	3.0%
<a href="#">001125 512400</a> WORKERCOMP	9,716.99	8,461.81	8,792.59	7,380.20	9,500.00	7,800.00	-17.9%
<a href="#">001125 523401</a> OTHR CONTR	.00	.00	7,590.00	30,500.00	30,500.00	27,600.00	-9.5%
<a href="#">001125 523402</a> INDEXING	4,680.52	16,866.47	6,603.31	20,000.00	20,000.00	20,000.00	.0%
<a href="#">001125 523403</a> RECORDMGMT	3,245.44	1,167.05	742.73	2,500.00	2,500.00	2,500.00	.0%
<a href="#">001125 523404</a> SW/NW MTNC	10,153.00	9,600.00	9,600.00	10,341.70	12,000.00	12,000.00	.0%
<a href="#">001125 524001</a> TRAV&PERDM	.00	903.15	599.17	1,761.00	1,900.00	2,500.00	31.6%
<a href="#">001125 524101</a> COMMUNICAT	380.00	600.00	600.00	600.00	600.00	600.00	.0%
<a href="#">001125 524602</a> R&M E/Q	701.30	403.57	811.06	1,000.00	1,000.00	1,000.00	.0%
<a href="#">001125 524701</a> PRINT GEN	.00	41.80	80.30	.00	.00	.00	.0%
<a href="#">001125 524801</a> PROMO ACTI	33,889.75	.00	1,250.39	.00	.00	.00	.0%
<a href="#">001125 524901</a> RECOG	204.42	.00	.00	.00	.00	.00	.0%
<a href="#">001125 524904</a> LGL&CLASAD	8,529.63	23,648.00	24,491.28	28,777.64	30,000.00	30,000.00	.0%
<a href="#">001125 524919</a> RECORD FEE	21,161.00	22,243.70	20,069.40	18,119.20	20,000.00	20,000.00	.0%
<a href="#">001125 525101</a> OFFICE SUP	3,427.43	5,342.12	4,220.33	4,914.41	5,000.00	5,000.00	.0%
<a href="#">001125 525102</a> FURN & E/Q	.00	603.88	.00	.00	.00	.00	.0%
<a href="#">001125 525206</a> UNIFORMS	.00	596.68	.00	.00	.00	.00	.0%
<a href="#">001125 525208</a> COMPUT S/W	.00	.00	.00	49.94	.00	.00	.0%
<a href="#">001125 525210</a> OPERAT SUP	59.82	114.80	98.00	33.75	200.00	200.00	.0%
<a href="#">001125 525400</a> PUB, MEM, TR	1,408.89	2,663.52	3,025.36	2,164.53	2,700.00	4,100.00	51.9%
<a href="#">001125 910501</a> CAPITL-RPL	11,000.00	11,000.00	10,999.92	10,083.26	11,000.00	11,000.00	.0%
<a href="#">001125 990131</a> IT - Costs	35,105.58	33,583.49	39,864.63	44,458.37	48,500.00	46,900.00	-3.3%
TOTAL GENERAL FUND - CITY CL	446,879.77	427,437.72	458,673.33	507,242.03	536,000.00	547,900.00	2.2%

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**FINANCE DEPARTMENT**



FINANCE DEPARTMENT							
<b>PERSONAL SERVICES SCHEDULE:</b>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Finance Director	1	1	1	1	-	1	130
Deputy Finance Director	1	1	1	1	-	1	127
Finance Manager	1	1	1	1	-	1	124
Purchasing Manager	1	1	1	1	-	1	122
Finance Coordinator	1	1	1	1	-	1	120
Payroll Administrator	1	1	1	1	-	1	115
Accounting Technician Senior	2	2	2	2	-	2	113
Accounting Technician II	2	3	3	2	-	2	110
Accounting Technician I	2	-	-	-	-	-	109
Administrative Assistant II	-	-	-	1	-	1	109
<b>TOTAL</b>	<b>12</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>-</b>	<b>11</b>	

## FINANCE DEPARTMENT

**Mission Statement:** *“The mission of the Finance Department is to use an innovative and technologically oriented approach to responsibly manage the financial affairs of the City by providing efficient internal services, careful investment and debt management, sound financial leadership, and professional and courteous support services to other City Departments all while maintaining financial controls and adhering to Generally Accepted Accounting Principles (GAAP).”*

**Functional Duties:** The Finance Department manages the financial affairs of the City, including, but not limited to budget development and management, cash management, investments, debt, payroll, procurement, grants reporting, revenue, business tax license, disbursements, fixed assets, and accounting and financial reporting for all City operations. The Department is responsible for developing and maintaining a balanced budget, monitoring and analyzing ongoing fiscal activity, producing documents and reports to assist management in financial planning and preparing the City’s Comprehensive Annual Financial Report (CAFR).

### GOALS, OBJECTIVES & PERFORMANCE MEASURES

#### **FY 15/16 Key Accomplishments:**

- Prepare for issuance of 2016 Transportation Bonds – *City of Deltona Capital Improvement Revenue Refunding Bonds, Series 2016 issued in July of 2016 – Strategic Goal: Fiscal Issues*
- Implement final phase of CAFR Builder – *No further progress due to other priorities – Strategic Goal: Internal and External Communication*
- Further improve budget process – *Not complete, Munis budget training to occur mid-September 2016 – Strategic Goal: Internal and External Communication*
- Receive GFOA awards for Budget and CAFR – *Completed – achieved both – Strategic Goal: Internal and External Communication*
- Improve internal reporting – *Not achieved due to other priorities – Strategic Goal: Internal and External Communication*
- Continue cross training – *On-going – Strategic Goal: Other Priorities Objectives Identified - Employee Development and Training*
- Downgrade vacant position (Fixed Assets) to Administrative Assistant – *Completed – Currently conducting interviews – Strategic Goal: Other Priorities Objectives Identified - Employee Development and Training*
- Successful implementation of GASB 68 – *Completed – Strategic Goal: Internal and External Communication*
- Set up payroll system to comply with ACA reporting compliance – *Completed – Strategic Goal: Internal and External Communication*
- Moved grants functions to Planning; Grants Coordinator job description revised with focus in Finance – *Completed – Strategic Goal: Internal and External Communication*
- Employee Development and Training – *Completed*

**FINANCE DEPARTMENT****GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)****FY 16/17 Key Goals:**

- Maintain a balanced budget appropriate reserves – *Strategic Goal: Fiscal Issues*
- Implement additional phase of CAFR Builder to include MD&A (multi-year project) – *Strategic Goal: Fiscal Issues*
- Further improve budget process by implementing Munis Personnel Projections Module – *Strategic Goal: Fiscal Issues*
- Receive GFOA awards for Budget and CAFR – *Strategic Goal: Internal and External Communication*
- Improve internal reporting –detailed budget analysis to Department Heads / historical trend information – *Strategic Goal: Internal and External Communication*
- Continue cross training to include new Finance Director and downgraded staff position – *Strategic Goal: Other Priorities Objectives Identified - Employee Development and Training*
- Hire Finance Director by November 1st to replace retiring Finance Director (Succession Plan) – *Strategic Goal: Fiscal Issues*
- Begin revising/updating all Finance Department Policies & Procedures which have not been updated in 10 + years – *Strategic Goal: Internal and External Communication*

**Key Ongoing Goals:**

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

**Key Objectives:**

- Produce the City's Comprehensive Annual Financial Report.
- Produce a timely and accurate quality annual budget document.
- Conduct an annual physical inventory of all City assets.
- Produce and distribute periodic financial and investment reports.
- Reconcile and track all City funds.

**.FINANCE DEPARTMENT**

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

**Key Objectives (Continued):**

- Perform internal control monitoring procedures:
  - Accounts Payables & Purchase Orders
  - Cash Receipts
  - Credit Card Audits
  - Payroll Audits
- Bi-weekly processing of payroll for all City employees.
- Issue annual business tax license renewal and late notices.
- Continue improvement of financial record keeping of the City by employing technology solutions to increase efficiency and accuracy.
- Provide staff training throughout the year to expand knowledge and skills of staff.
- Processing and collection of annual Fire Inspection fees

**Key Performance Measures:**

- Number of financial and investment reports.
- Receipt of GFOA Certificate of Achievement for Excellence in Financial Reporting.
- Reconcile and track transactions in all City funds.
- Internal transaction audit: accounts payable, purchasing cards, payroll items, cash receipt transactions, local business tax.
- Receipt of GFOA Distinguished Budget Presentation Award (12<sup>th</sup> consecutive year)
- Number of accounts payable invoices processed
- Number of purchasing card transactions reviewed
- Number of direct deposit and payroll checks processed
- Number of local business tax billings and late notice billings
- Number of purchase orders issued
- Number of formal solicitations (bids, RFPs, etc.) processed

	<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
	6	7	7
	Awarded	Expected	Expected
	27	29	29
	Completed	Completed	Completed
	Awarded	Awarded	Expected
	11,900	11,178	12,000
	3,260	3,400	3,500
	9,300	7,840	9,300
	7,500	4,340	7,500
	685	738	750
	24	27	30

**FINANCE DEPARTMENT****DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS**

The Department has and will continue to strive for excellence in financial reporting and budget preparation. The City has received the GFOA Certificate of Achievement for Excellence in Financial Reporting for the FY 14/15 CAFR and has received the GFOA Distinguished Budget Presentation Award for FY 15/16. The Department will strive to continue to meet or exceed the high professional standards required in order to receive these awards.

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

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

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

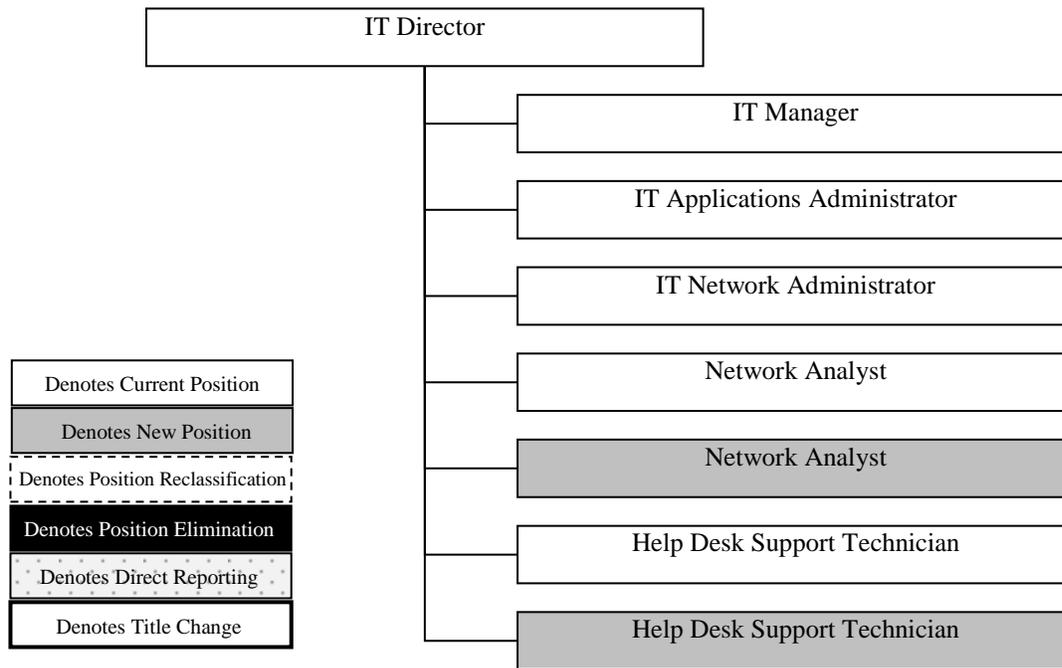
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PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001130 GENERAL FUND - FISCAL SERVICES							
<a href="#">001130 511200</a> SAL & WAGE	625,423.83	711,341.93	712,429.74	674,037.11	677,800.00	825,700.00	21.8%
<a href="#">001130 511400</a> OVERTIME	4,658.83	2,134.94	2,489.80	848.14	4,400.00	4,500.00	2.3%
<a href="#">001130 512100</a> FICA TAX	44,464.63	50,598.62	50,987.40	48,400.55	52,100.00	56,600.00	8.6%
<a href="#">001130 512200</a> RETIRECONT	42,950.49	64,884.63	69,909.54	67,017.23	71,400.00	73,800.00	3.4%
<a href="#">001130 512300</a> H/D/L INS	103,271.53	118,150.04	119,190.43	116,275.71	145,000.00	150,700.00	3.9%
<a href="#">001130 512400</a> WORKERCOMP	17,784.04	17,017.63	17,585.19	13,595.01	17,500.00	16,000.00	-8.6%
<a href="#">001130 523101</a> PROFSVC-OT	.00	.00	.00	89.98	-3,900.00	1,000.00	-125.6%
<a href="#">001130 523202</a> A&A AUDIT	54,500.00	58,500.00	54,350.00	60,000.00	60,000.00	60,000.00	.0%
<a href="#">001130 523401</a> OTHR CONTR	37,470.70	27,773.65	20,346.95	13,700.00	20,200.00	24,400.00	20.8%
<a href="#">001130 523404</a> SW/NW MTNC	495.00	809.00	798.98	654.99	1,400.00	1,200.00	-14.3%
<a href="#">001130 524001</a> TRAV&PERDM	1,732.76	466.72	2,928.88	948.02	2,400.00	6,000.00	150.0%
<a href="#">001130 524101</a> COMMUNICAT	600.00	600.00	600.00	600.00	600.00	800.00	33.3%
<a href="#">001130 524602</a> R&M E/Q	1,702.74	1,413.06	1,455.19	1,709.97	1,900.00	2,400.00	26.3%
<a href="#">001130 524701</a> PRINT GEN	3,237.51	5,127.89	3,473.44	3,109.33	3,700.00	4,500.00	21.6%
<a href="#">001130 524901</a> RECOG	.00	.00	.00	.00	.00	200.00	.0%
<a href="#">001130 525101</a> OFFICE SUP	7,003.88	6,017.56	6,795.04	6,542.32	7,500.00	6,500.00	-13.3%
<a href="#">001130 525102</a> FURN & E/Q	.00	140.99	.00	.00	.00	.00	.0%
<a href="#">001130 525202</a> TOOL & E/Q	.00	.00	.00	2,829.00	2,800.00	.00	-100.0%
<a href="#">001130 525206</a> UNIFORMS	313.72	.00	277.68	.00	400.00	200.00	-50.0%
<a href="#">001130 525208</a> COMPUT S/W	.00	.00	739.98	.00	.00	.00	.0%
<a href="#">001130 525210</a> OPERAT SUP	.00	.00	154.10	.00	.00	.00	.0%
<a href="#">001130 525400</a> PUB, MEM, TR	5,000.68	8,754.73	11,555.56	6,418.73	9,400.00	8,600.00	-8.5%
<a href="#">001130 910501</a> CAPITL-RPL	10,000.00	10,000.00	9,999.96	9,166.63	10,000.00	10,000.00	.0%
<a href="#">001130 990131</a> IT - Costs	65,563.56	66,836.12	77,444.03	83,875.00	91,500.00	89,400.00	-2.3%
TOTAL GENERAL FUND - FISCAL	1,026,173.90	1,150,567.51	1,163,511.89	1,109,817.72	1,176,100.00	1,342,500.00	14.1%

**INFORMATION TECHNOLOGY SERVICES DEPARTMENT**



INFORMATION TECHNOLOGY SERVICES DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
IT Director	-	1	1	1	-	1	130
IT Manager	1	1	1	1	-	1	124
IT Network Administrator	-	1	1	1	-	1	120
Network Administrator-Security	1	-	-	-	-	-	
IT Applications Administrator	-	1	1	1	-	1	119
Inf. Systems Supervisor	1	-	-	-	-	-	
Network Analyst	3	1	1	1	1	2	118
Help Desk Support Technician	-	1	1	2	-	2	113
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>1</b>	<b>8</b>	

## INFORMATION TECHNOLOGY SERVICES DEPARTMENT

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

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

### GOALS, OBJECTIVES & PERFORMANCE MEASURES

#### FY 15/16 Accomplishments:

- Improve and expand network security – *Security assessment / audit complete- data collected will be used as City continues to improve organizational security; complex passwords and two factor authentication to be phased in – Strategic Goal: Public Safety*
- ERP software upgrade and related hardware – *Hardware and software upgrade complete – Strategic Goal: Internal and External Communication*
- Expand the City’s metro fiber network – *Dark fiber installed; equipment purchased – Strategic Goal: Internal and External Communication*
- Replace two network servers – *Completed – Strategic Goal: Infrastructure*
- Replace half of the PC’s City-wide – *Laptop replacements are 75% complete; Desktop PC replacements are 50% complete – Strategic Goal: Internal and External Communication*
- Continued IT equipment upgrades – *Assorted equipment replaced as scheduled – Strategic Goal: Internal and External Communication*
- Addition of staff to improve Help Desk response time and filling Applications Administrator – *Completed – staff hired – Strategic Goal: Internal and External Communication*
- Assist in bringing new Eastern Waste Water Treatment Plant on-line: *On-going efforts continue to support DW staff and it’s vendors as they work to bring the facility fully online and operational – Strategic Goal: Economic Development*

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

**FY 16/17 Key Goals:**

- Improve and expand network security; hire consultant to review data acquired from Security Audit and PCI Audit in order to develop and implement policies and procedures – *Strategic Goal: Public Safety*
- Expand the City’s metro fiber network – *Strategic Goal: Internal and External Communication*
- Replace two network servers at Deltona Water – *Strategic Goal: Infrastructure*
- Continue to support the new Eastern Waste Water Treatment Plant – *Strategic Goal: Economic Development*
- Continue to maintain 110+ security cameras and assist with installation of 50 additional cameras in various City facilities locations procedures – *Strategic Goal: Public Safety*
- Continue ITSD equipment upgrades – *Strategic Goal: Internal and External Communication*
- Continue with Phase II of replacing computers City-wide – *Strategic Goal: Internal and External Communication*
- Continue providing ITSD support of new community center project – *Strategic Goal: Fiscal Issues – New Senior Community Center*
- Upgrade City-wide phone system – *Strategic Goal: Internal and External Communication*
- Perform annual platform upgrade City-wide for Munis/Tyler – *Strategic Goal: Internal and External Communications*

**Key Ongoing Goals:**

- Significantly improve physical and digital IT infrastructure for resiliency, capacity and security in order to enhance city staff’s ability to enhance the citizen customer service experience.
- Upgrade ERP software and related hardware.
- Expand the City’s metro fiber network.
- Refresh half of the PC’s City-wide.
- Upgrade City Hall wireless network.

**Key Objectives:**

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

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

<b>Key Performance Measures:</b>	<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
• Number of personnel using wireless technology	70	70	105
• Number of network accounts	350	350	350
○ Network moves/additions/changes	150	150	150
• Number of voice extensions supported	450	500	500
○ Voice extensions moves/additions/changes	200	200	240
• Number of help desk calls received	21,000	24,000	24,500
○ Calls resolved by Help Desk	13,000	14,000	15,000
○ Calls resolved by other IT Staff	10,000	12,000	10,000
• Number of major infrastructure projects	70	75	75
• Average number request per staff member	4,200	5,200	57200
• Major project implementation rating (avg.)	95%	96%	97%
• Percentage of local area network availability	99%	98%	98%
• Percentage of phone system availability	99%	99%	99%
• Percentage of internet availability	99%	99%	99%
• Percentage of e-mail system availability	99%	99%	99%

**DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS**

Information Technology Services Division (ITSD) 2015/2016 accomplishments:

- Continue testing new equipment / processes / procedures to ensure network performance and reliability remains constant or improves.
- Working to incorporate the findings of last year’s first ever security and penetration testing Looking into getting a consultant to work with us off the established baseline to develop a policy road map to the future.
- Continue to assist Parks in the installation of security cameras at several City park facilities.
- Review all installed CCTV systems at all Fire Department facilities to identify potential areas for improvement.
- Working with Parks / Fire Dept. / Public Works / Deltona Water to develop an action plan to eventually move all CCTV cameras over to the new digital format. By doing so we can settle on standard equipment platforms for all future CCTV installations so an inventory of spares can be assembled.
- Working with PIO’s office and select vendors to continue the renovation of DTV’s production environment.
- Enhanced EOC operations with copier and wireless printing capabilities.
- Handled an average of 300 service calls per month
- Responded over 220 times for after hour’s service / support.

**INFORMATION TECHNOLOGY SERVICES DEPARTMENT****DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

- Upgraded storage platform for improved performance and capacity.
- Continued to build upon the developed internal document database for trouble ticket resolution.
- Continued to build upon IT knowledge base of all notes from service tickets, allowing ITSD staff to look up solutions to common and at times uncommon problems.
- Continued upgrades to phone system with additional features and functions to enhance our “unified communications” platform.
- Actively monitoring the performance of City-wide network to ensure compliance with Service Level Agreement. Problems will be documented and discussed during the next round of negotiations to further reduce the contract cost.
- Continue to support the new Eastern Waste Water Treatment Plant and its vendor partners as production continues.
- Continue to regularly upgrade our internet security platform’s software to stay current with industry threat trends.
- Continued support in assisting PIO’s office in supervising the enhancement of web enabled content from DTV.
- Supporting Clerk’s office after successful move from Muni-Agenda to Granicus.
- Moved over 50 items from storage to auction.
- Continue to work with VCSO and Deltona Fire Department on County Dispatch Initiative; preparing to transfer all historical and production files over to VCSO in the near future.
- Supporting VCSO’s efforts to review new platform options. Providing an IT asset / person to be part of the review team.
- Continually upgrading / replacing phones according to pre-established schedule.

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

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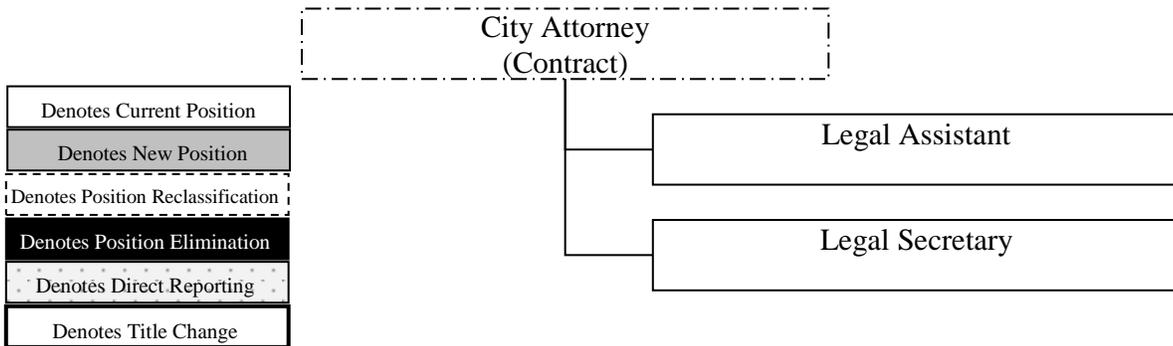
PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001131 GENERAL FUND - NETWORK SERVICE							
<a href="#">001131 511200</a> SAL & WAGE	276,795.49	248,887.56	334,260.34	400,857.23	433,600.00	531,100.00	22.5%
<a href="#">001131 511400</a> OVERTIME	40,946.44	42,518.90	7,528.76	6,781.16	4,000.00	7,700.00	92.5%
<a href="#">001131 511500</a> SPECIALPAY	3,584.00	3,514.00	308.00	1,310.00	3,700.00	3,700.00	.0%
<a href="#">001131 512100</a> FICA TAX	22,641.42	20,737.79	23,762.68	27,557.29	30,900.00	38,300.00	23.9%
<a href="#">001131 512200</a> RETIRECONT	20,044.75	21,747.82	40,039.36	45,123.01	46,500.00	55,100.00	18.5%
<a href="#">001131 512300</a> H/D/L INS	51,319.76	46,056.40	62,389.50	85,493.18	91,300.00	135,400.00	48.3%
<a href="#">001131 512400</a> WORKERCOMP	8,891.96	8,461.81	8,792.59	7,380.20	9,500.00	11,400.00	20.0%
<a href="#">001131 523101</a> PROFSVC-OT	12,065.97	30,916.33	73,453.80	46,744.08	35,000.00	50,000.00	42.9%
<a href="#">001131 523401</a> OTHR CONTR	.00	288.02	.00	.00	300.00	.00	-100.0%
<a href="#">001131 523404</a> SW/NW MTNC	256,098.72	269,571.05	335,418.53	361,148.05	372,300.00	345,500.00	-7.2%
<a href="#">001131 524001</a> TRAV&PERDM	2,544.47	2,250.15	4,559.02	4,842.36	7,700.00	8,700.00	13.0%
<a href="#">001131 524101</a> COMMUNICAT	221,040.88	222,454.92	216,338.23	214,390.57	271,100.00	256,600.00	-5.3%
<a href="#">001131 524602</a> R&M E/Q	153,277.14	86,216.25	56,334.26	150,241.99	159,500.00	98,000.00	-38.6%
<a href="#">001131 524610</a> R&M OTHER	.00	574.35	27.99	717.17	.00	.00	.0%
<a href="#">001131 525101</a> OFFICE SUP	3,368.70	1,114.45	1,031.25	658.38	1,500.00	1,500.00	.0%
<a href="#">001131 525102</a> FURN & E/Q	1,615.47	1,595.88	820.10	119.00	.00	10,000.00	.0%
<a href="#">001131 525201</a> FUEL&OIL	614.09	844.74	336.01	445.97	800.00	800.00	.0%
<a href="#">001131 525202</a> TOOL & E/Q	5,659.84	1,660.90	5,600.89	3,149.46	5,000.00	5,000.00	.0%
<a href="#">001131 525206</a> UNIFORMS	.00	321.83	298.76	.00	300.00	.00	-100.0%
<a href="#">001131 525208</a> COMPUT S/W	1,542.19	.00	.00	.00	.00	.00	.0%
<a href="#">001131 525210</a> OPERAT SUP	9.64	156.00	.00	.00	1,000.00	1,000.00	.0%
<a href="#">001131 525400</a> PUB, MEM, TR	8,203.97	3,733.34	16,156.20	10,932.78	14,000.00	14,500.00	3.6%
<a href="#">001131 990131</a> IT - Costs	-1,090,264.90	-1,013,791.41	-1,187,474.87	-1,407,266.63	-1,535,200.00	-1,574,800.00	2.6%
<a href="#">001131 990419</a> FLEETALLOC	.00	168.92	18.60	199.82	200.00	500.00	150.0%
TOTAL GENERAL FUND - NETWORK	.00	.00	.00	-39,174.93	-47,000.00	.00	-100.0%

City Attorney

**CITY ATTORNEY'S OFFICE**



CITY ATTORNEY'S OFFICE							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Position Title							
City Attorney	-	-	-	-	-	-	Contract
Legal Assistant	1	1	1	1	-	1	113
Legal Secretary	1	1	1	1	-	1	111
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>2</b>	

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

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

**CITY ATTORNEY'S OFFICE**

**GOALS, OBJECTIVES & PERFORMANCE MEASURES**

**FY 15/16 Key Accomplishments:**

- Continue collection of Foreclosure Registration fees – Completed – *Strategic Goal: Public Safety*
- Continue collection of municipal liens and lien searches – *On-track to meet this objective – Strategic Goal: Internal and External Communication*
- Continue keeping City in compliance with all applicable laws – *Accomplished and on-going – Strategic Goal: Internal and External Communication*
- Work with Code Enforcement to demolish condemned properties – *Accomplished and on-going – Strategic Goal: Public Safety*
- Work with new Ordinance Review Committee to revise/update applicable Ordinances and Resolutions – *Fences & Hedges, Food Trucks & Sign Ordinances under review by Committee – Strategic Goal: Internal and External Communication*
- Continue to actively work with Public Works on all water, wastewater, and reclaimed water matters – *On-going – Strategic Goal: Internal and External Communication*
- Active involvement in successful negotiation of Firefighters' union contract – *Completed – Strategic Goal: Internal and External Communication*
- Successfully represented City in all aspects of new development – Saxon Silver development, RaceTracs, possible purchase of the Casey property and the development of the new Community Senior Center, etc. – *Strategic Goal: Economic Development*

**FY 16/17 Key Goals:**

- The Legal Department's budget for FY 16/17 is status quo – *Strategic Goal: Internal and External Communication*
- Continue representation of City in all legal matters; proactively avoid unnecessary lawsuits – *Strategic Goal: Internal and External Communication*
- Coordinate with Building and Code Enforcement to continue collection of Foreclosure Registration fees – *Strategic Goal: Public Safety*
- Continue collection of municipal liens and lien searches – *Strategic Goal: Internal and External Communication*
- Continue keeping City in compliance with all applicable laws – *Strategic Goal: Internal and External Communication*
- Work with Code Enforcement to demolish condemned properties and allow public safety use before demolition – *Strategic Goal: Public Safety*
- Work with new Ordinance Review Committee to revise/update applicable Ordinances and Resolution – *Strategic Goal: Internal and External Communication*

**CITY ATTORNEY'S OFFICE**

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

**Key Ongoing Goals:**

- Provide representation for City in all legal matters in order to proactively avoid unnecessary lawsuits.
- Defend the City as to all lawsuits and claims, and provide eminent domain legal services when needed for acquisition of property for needed projects.
- Work with Public Works on water, wastewater, and reclaimed water issues.
- Work with Code Enforcement to implement procedures to legally obtain and demolish condemned properties.
- Provide legal assistance to the new Ordinance Review Committee.
- Assist in resolution of issues regarding ADA compliance.
- Assist in all labor relations issues.
- Work with Public Works and Finance on procedures for lake clean-ups through Special Taxing Districts.
- Work with Planning and Development Services on all development issues.

**Key Objectives:**

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

**DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS**

The City Attorney's Office is a small and efficiently staffed component of City government. The City Attorney's Office provides a large volume of high quality, professional, timely, and cost effective legal advice and representation to the City of Deltona, the City Manager, the City Commission, City divisions and departments, appointed city boards, and Deltona Water. In addition, the City Attorney's Office represents the City in court proceedings, both as plaintiff and defendant, to ensure aggressive prosecution or defense of the City's legal rights. In addition, in FY 2015/2016, the City Attorney's office is instrumental in generating approximately \$773,229 in funds for the General Fund of the City. It is extremely unusual that a City Attorney's Office ever generates funds for a City.

**CITY ATTORNEY'S OFFICE****DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

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

In 2014, the City Attorney recommended and negotiated an agreement with a third party vendor that provides foreclosure registration services to the City. The registration system that was created by, and is managed by, the outside vendor is available to City staff and provides the City's Code Enforcement Department valuable information concerning houses in foreclosure which are frequently the subject of code violations. The system requires that all houses in foreclosure be managed by a management company, and the system allows direct access by certain City staff to such management companies when there is a problem with a particular house. The registrations also result in large annual fees being paid to the City. The amount of fees generated by the program to the City's General Fund from October 1, 2015 through May 1, 2016 totaled \$299,400, which equals \$513,257, annualized. Since these are annual fees, the City will continue receiving these fees into the future.

From October 1, 2015 through May 1, 2016, the City Attorney's office alone generated \$41,725 (which equals \$71,529 annualized) in lien search fees to the City's General Fund. In addition, the City Attorney's office is in charge of drafting municipal lien notices and lien releases, and is involved in lien collection and pay-offs. From October 1, 2015 through May 1, 2016, the City Attorney's office collected \$144,779 in code enforcement and municipal lien payments, which equals \$248,195 annualized, all paid into the City's General Fund.

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

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

**CITY ATTORNEY'S OFFICE**

**DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

During FY 15/16, the Office of the City Attorney worked on well over 2,000 distinct legal issues that have arisen, including:

- The City Attorney provided day-to-day legal advice as to all matters for City staff, the City Commission, and matters relating to Deltona Water.
- The City Attorney drafted numerous ordinances and resolutions of all types.
- The City Attorney worked extensively on various aspects of the Eastern Water Reclamation Facility.
- The City Attorney represented the City regarding labor disputes and labor union grievances and interpreted the union contract.
- The City Attorney was part of the negotiating team that successfully negotiated the Firefighters' union contract.
- The City Attorney drafted, reviewed, revised, and/or approved hundred of contracts/ agreements for the City.
- The City Attorney successfully defended the City as to a claim for alleged damages due to THM water quality issues since the City does not have pollution insurance coverage.
- The City Attorney continues to work extensively on matters relating to the development of the two additional Race Trac facilities in the City.
- The City Attorney worked extensively on the Developer's Agreement and development issues for the Saxon Sterling development.
- The City Attorney did extensive work on development issues relating to the development at Halifax Crossings.
- The City Attorney rendered innumerable legal opinions to City Commissioners and various staff members regarding City actions.
- The City Attorney's Office drafted over a thousand municipal liens and municipal lien satisfactions.
- The City Attorney handled numerous Neighborhood Stabilization Program 1 (NSP 1) and Neighborhood Stabilization Program 3 (NSP 3) purchases, sales and closings.
- The City Attorney is currently working on hundreds of pending lawsuits in which Deltona is joined as a defendant because there is a mortgage foreclosure and the city also has a lien on the property. These are being handled by the Vose Law Firm on behalf of the city.
- The City Attorney worked on out of city utility surcharge issues and bulk sales matters.
- The City Attorney worked on several matters relating to the Lakeside Multi-Purpose Trail.
- The City Attorney handled several alleged discrimination and employment complaints.
- The City Attorney did extensive work on land development issues involving the Activity Center and elsewhere.
- The City Attorney worked on numerous pension matters that had previously been handled by a separate pension attorney funded through budgets other than that of the City Attorney.

**CITY ATTORNEY'S OFFICE**

**DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

- The City Attorney is working on the review of the rental regulatory license ordinance.
- The City Attorney worked with Planning and Development Services Department in the drafting of a new sign code to be in compliance with the new U.S. Supreme Court mandates and to simplify sign issue.
- The City Attorney represented the City as to redevelopment issues along Saxon Boulevard.
- The City Attorney worked on numerous cell tower issues and the hiring of a cell tower consultant.
- The City Attorney did extensive work with insurance defense counsel and City staff on the bus bench ADA litigation.
- The City Attorney worked on issues relating to claims relating to the Florida Power easements.
- The City Attorney did extensive work on setting up procedures and dealing with property owners relating to opposition of Lake McGarrity special assessment district.
- The City Attorney worked on numerous matters relating to the proposed CRA.
- The City Attorney has been very involved in all aspects of the possible purchase of the Casey property and the development of the new Community Senior Center.
- The City Attorney was instrumental in obtaining partial funding for the Community Senior Center from the Council on Aging and the Jablonski Estate.
- The City Attorney continues to work with Public Works regarding a myriad of water, wastewater, and reclaimed water issues.
- The City Attorney successfully worked with insurance company counsel on the defense of the City in *Albright v. Volusia County, City of Deltona, et al.* regarding an ADA lawsuit over bus benches.
- The City Attorney is defending the City in a second lawsuit filed by Keith Lawhun over the easement area to reach the Eastern Water Reclamation Facility.
- The City Attorney continues to defend the City in a lawsuit by Jimil Sheikh for alleged damages due to the actions of the City and the Volusia County Sheriff's Office since at the time that the actions that are the subject of the lawsuit took place, the City did not have insurance coverage for that subject.

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 8  
bgnyrpts

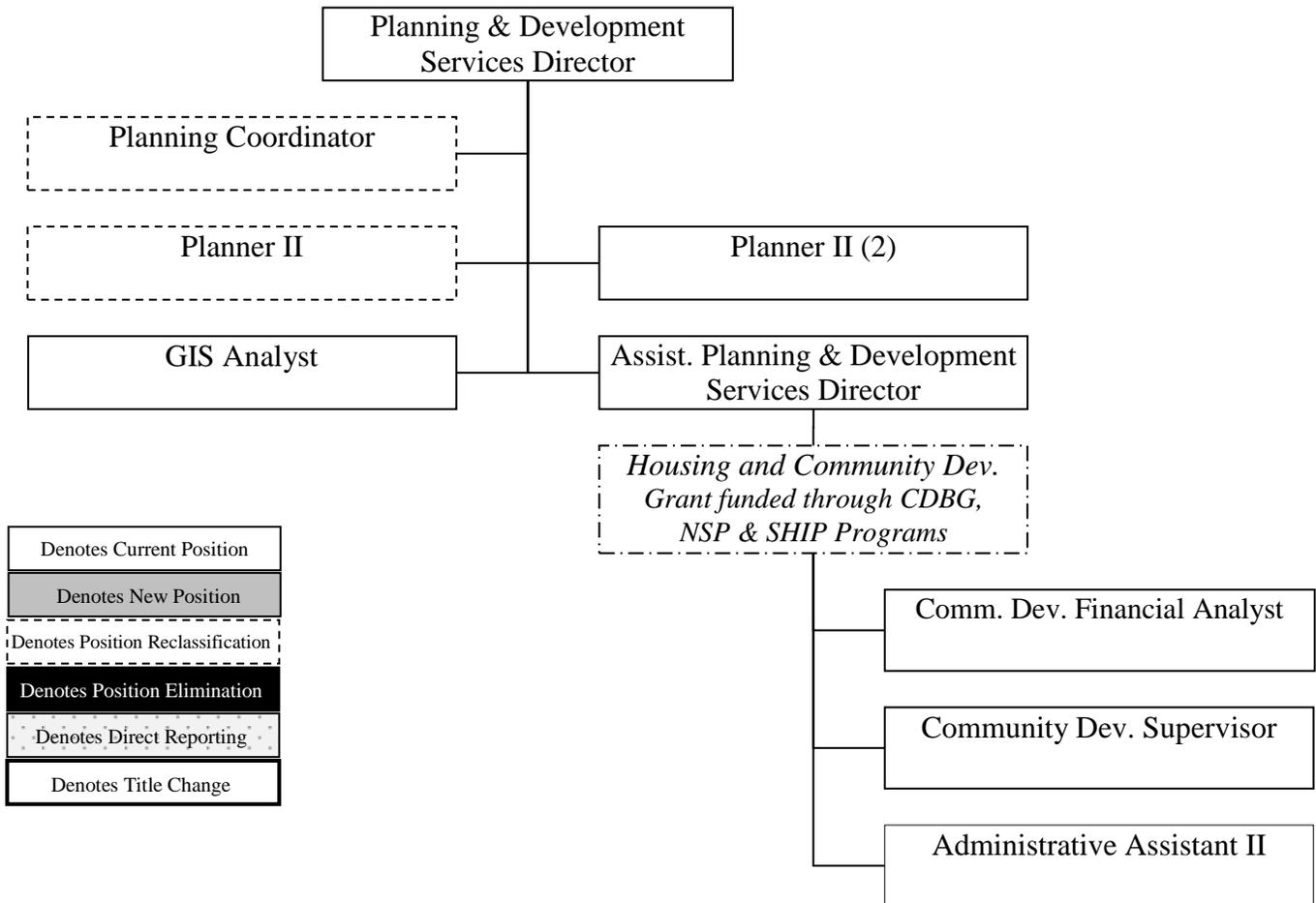
PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001140 GENERAL FUND - CITY ATTORNEY							
<a href="#">001140 511200</a> SAL & WAGE	88,768.96	91,944.82	93,835.07	93,506.71	97,800.00	101,800.00	4.1%
<a href="#">001140 511400</a> OVERTIME	596.31	391.20	349.66	687.70	1,000.00	1,000.00	.0%
<a href="#">001140 512100</a> FICA TAX	6,560.69	6,776.90	6,855.20	6,939.94	7,000.00	7,200.00	2.9%
<a href="#">001140 512200</a> RETIRECONT	5,091.71	6,526.22	6,910.05	6,887.49	7,100.00	7,500.00	5.6%
<a href="#">001140 512300</a> H/D/L INS	14,380.94	15,592.54	17,538.37	19,539.10	20,700.00	21,600.00	4.3%
<a href="#">001140 512400</a> WORKERCOMP	3,208.49	2,820.60	2,964.94	2,485.99	3,200.00	2,800.00	-12.5%
<a href="#">001140 519999</a> CONTRA ACT	-21,477.43	-5,103.02	-3,134.32	-3,057.64	.00	.00	.0%
<a href="#">001140 523102</a> GEN LEGAL	360,050.00	360,165.40	360,000.00	360,000.00	360,000.00	360,000.00	.0%
<a href="#">001140 523106</a> LITIGATION	805.00	.00	.00	.00	.00	.00	.0%
<a href="#">001140 523107</a> LEGAL COST	.00	53.00	164.34	.00	500.00	500.00	.0%
<a href="#">001140 523108</a> LABORATTNY	23,747.19	.00	.00	.00	.00	.00	.0%
<a href="#">001140 523300</a> COURT REPT	247.50	.00	.00	.00	.00	.00	.0%
<a href="#">001140 523401</a> OTHR CONTR	5,241.12	2,498.00	.00	.00	.00	.00	.0%
<a href="#">001140 523404</a> SW/NW MTNC	.00	820.00	.00	720.00	.00	.00	.0%
<a href="#">001140 524602</a> R&M E/Q	586.89	289.67	375.34	600.00	600.00	600.00	.0%
<a href="#">001140 525101</a> OFFICE SUP	1,372.85	1,228.56	442.65	693.54	600.00	600.00	.0%
<a href="#">001140 525208</a> COMPUT S/W	596.00	.00	820.00	.00	.00	.00	.0%
<a href="#">001140 525400</a> PUB, MEM, TR	187.47	105.95	.00	.00	.00	.00	.0%
<a href="#">001140 910501</a> CAPITL-RPL	9,000.00	9,000.00	9,000.00	8,250.00	9,000.00	9,000.00	.0%
<a href="#">001140 990131</a> IT - Costs	13,278.67	13,813.90	15,912.04	20,991.63	22,900.00	21,100.00	-7.9%
TOTAL GENERAL FUND - CITY AT	512,242.36	506,923.74	512,033.34	518,244.46	530,400.00	533,700.00	.6%

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**PLANNING AND DEVELOPMENT SERVICES DEPARTMENT**



**Functional Duties:** The Planning and Development Services Department (Planning Department) provides services in a wide array of functions associated with land-use, land development, policy, and design. Land use functions include comprehensive planning in keeping with state growth management law (long-range planning), zoning amendments for land use compatibility and to assign land development rights, site design to determine the technical elements and permitting prior to construction, economic development, and strategic planning for the placement of utilities, transportation facilities, and concurrency management systems, land subdivision to legally create lots and subdivide land, and ordinance writing to keep land use regulations and policies current, internally consistent, and legally permissible in keeping with federal, state, and local laws for statutory compliance. The Planning Department verifies matters prior to action and ensures quality assurance and quality control through development review and approval. The department is engaged in updating the City’s Comprehensive Plan policies and future land use map, the official zoning map, the Capital Improvements Element and Plan, the Transportation Improvement Plan, grant writing, and environmental regulations. The Planning Department also administers federal and state grant funds through the Housing and Community Development Section in the form of the Community Development Block Grant (CDBG), the Neighborhood Stabilization Program (NSP), and the State Housing Initiative Partnership (SHIP) funds applied towards purchasing and rehabilitation of homes, home repair for life/safety matters, social service grants, and community facilities, such as parks and stormwater management facilities to improve public health.

**PLANNING AND DEVELOPMENT SERVICES DEPARTMENT**

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

PLANNING & DEVELOPMENT SERVICES DEPARTMENT							
<b>PERSONAL SERVICES SCHEDULE:</b>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Position Title	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	Pay Grade
Planning & Dev. Services Director	1	1	1	1	-	1	130
Assist. Planning & Dev. Services Director	1	1	1	1	-	1	126
Planning Manager	1	1	1	1	(1)	-	124
Planner II	2	2	2	2	1	3	121
Community Development Supervisor*	1	-	1	1	-	1	120
Community Dev. Financial Analyst*	1	1	1	1	-	1	119
Community Development Specialist*	1	1	-	-	-	-	
GIS Analyst	1	1	1	1	-	1	115
Planning Coordinator	-	-	-	1	-	1	113
Administrative Assistant II*	1	2	2	1	-	1	109
Administrative Assistant I*	1	-	-	-	-	-	107
<b>TOTAL</b>	<b>11</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>-</b>	<b>10</b>	

\*Grant funded positions through CDBG, SHIP & NSP Programs.

**GOALS, OBJECTIVES & PERFORMANCE MEASURES**

**FY 15/16 Accomplishments:**

- Complete update to the Comprehensive Plan (including the Economic Development plan) and final update to the LDC – *Began Comp Plan update and met with State DEO office in Tallahassee; Public participation/plan rewrite in 2017 and State of Florida deadline on October 1, 2018 – Strategic Goals: Internal and External Communication*
- Complete Delegation of Authority and move forward with establishment of a CRA – *Volusia County to delegate authority in 2016; Volusia County/Deltona partnership in 2016 to set a base-year for the CRA – Strategic Goal: Economic Development*

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

**FY 15/16 Accomplishments (Continued):**

- Complete the Comprehensive Impact Fee Study and update to the Impact Fee Schedule – *Study finalized; August 2016 Workshop for proposed ordinance and recommendations to the City Commission – Strategic Goal: Economic Development*
- Addition of contract Grants Writer – *Consultant brought on-board in FY 15/16; efforts continue for Community Center, utilities, and transportation projects – Strategic Goal: Fiscal Issues*
- Complete and close-out NSP 3 and purchase more homes in NSP I – *NSP 3 to close in 2017 with sale of last 3 homes; NSP 1 may have additional home purchases, with close - out to follow - over 85 homes in repair or new construction – Strategic Goal: Economic Development*
- Wrote the City’s Strategic Plan/organized the Strategic Planning Workshops with UCF Institute of Government – *Completed – Strategic Goal: Other Priority Objectives Identified*
- Completed research on comparative permitting processes; determined Deltona’s process is very streamlined – *Strategic Goal: Economic Development*
- Organized the City’s Social Services Summits; worked with the United Way to increase their 211 system – *Strategic Goal: Internal and External Communication*
- Wrote a Bold Initiative Grant for I-4/SR 472 gateway beautification and achieved an increase of that grant – *Strategic Goal: Internal and External Communication*
- Coordinated Community Center project from site location, cost estimating, and selection of project team; Project Manager of the project through construction – *Strategic Goal: Economic Development*
- Assigned and verified City addressing for new subdivisions; coordinated street naming dedication for Master Sergeant Tara R. Jacobs Brown Ave. – *Strategic Goal: Internal and External Communication*
- Completed Team Volusia Economic Development Corporation market analysis for land within the City and an assessment of City-owned properties – *Strategic Goal: Economic Development*
- Organized the Sports Facility Needs Assessment and selected a consultant for the project that is underway – *Strategic Goal: Infrastructure*
- Processed development applications that led to commercial development, such as Florida Hospital’s Deltona Campus – *Strategic Goal: Economic Development*
- Coordinated the maximum leveraging of grant funds for the Lakeshore Loop Trail; completed 100% construction plans; and achieved LAP Certification for the project – *Strategic Goal: Infrastructure*
- Completed the last phase (Phase III) of amendments to the Land Development Code and cross-referenced it with codified documents – *Strategic Goal: Economic Development*
- Achieved Certified Floodplain Manager certification in the department for the Community Rating System – *Strategic Goal: Economic Development*
- Completed 100% construction plans for commercial sewer Phase I for area near Finland Dr. and Saxon Blvd. – *Strategic Goal: Infrastructure*
- Completed draft of an abbreviated Sign Code – *Strategic Goal: Public Safety*

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

**FY 15/16 Accomplishments (Continued):**

- Staff led the Ordinance Review Committee and processed a series of ordinances – *Strategic Goal: Other Priority Objectives Identified*
- Completed the feasibility study for the Providence Trail with the River to Sea TPO and on TPO committees to ensure Deltona transportation project rankings – *Strategic Goal: Fiscal Issues*
- Provided concepts for landscaping at various locations within the City – *Strategic Goal: Internal and External Communication*
- Represented the City on School Board’s ILA committee and the Volusia Transit Connector Study Project Advisory Group for multi-modal transportation – *Strategic Goal: Internal and External Communication*
- Reclassified Administrative Assistant to Planning Coordinator in order to have GIS function redundancy – *Strategic Goal: Other Priority Objectives Identified – Employee development and training*

**FY 16/17 Key Goals:**

- Complete rewrite of the Comprehensive Plan goals, objectives, and policies in-house – *Strategic Goal: Economic Development – Promote a customer service environment*
- Complete design and permitting of the new Senior Community Center, commence construction and develop business pro forma – *Strategic Goal: Economic Development - New Senior Community Center*
- Memorialize Southwest Volusia Community Redevelopment Area (CRA) delegation and establish board/trust fund; doing most set-up work in-house – *Strategic Goal: Economic Development - Pursue creation of the CRA for Deltona Blvd*
- Continue looking for outside funding opportunities – *Strategic Goal: Fiscal Issues – find and write grants, administer grants*
- Achieve construction plans for the SR 472 Bold Initiative Grant & execute the JPA with FDOT – *Strategic Goals: Internal and External Communication, Overall Beautification Grants, Beautify Gateways and Key Locations*
- Close-out NSP 3 and work towards closure of NSP 1 – *Strategic Goal: Economic Development*
- Complete the Sports Facility Needs Assessment – *Strategic Goal: Infrastructure – Determine a sports facility niche*
- Begin construction of the Lakeshore Loop Multi-use Trail – *Strategic Goal: On-Going Projects, Explore multi-modal transportation opportunities with other government entities*
- Work through adoption of City Commission directed ordinances – *Strategic Goal: Public Safety.*
- Work with the AHAC on their social service efforts – *Strategic Goal: Conduct a needs assessment for social services*
- Create more diversified and high quality housing opportunities – *Strategic Goal: Economic Development*
- Implement Master City Properties Plan – *Strategic Goal: Economic Development*

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

**FY 16/17 Key Goals (Continued):**

- Reclassify Planning Manager to a Planner II with GIS experience (succession planning) – *Strategic Goal: Economic Development – Promote a customer service environment...and any required staff/development training to achieve it*
- Finalize Sign Ordinance – *Strategic Goal: Economic Development*
- Partner with FDOT on City/I-4 Beautification – *Strategic Goal: Economic Development*

**Key Ongoing Goals:**

- Comprehensive Planning – Long Range Planning
  - Ensure that the City of Deltona is legally compliant with State growth management laws.
  - Keep the Capital Improvements Element annually current.
  - Analyze and update the City’s Comprehensive Plan through the State Evaluation and Appraisal Report process.
  - Maintain the City’s Concurrency Management System and associated impact fees.
  - Ensure that the City’s Official Future Land Use Map and Zoning Map are current and consistent with each other.
  - Provide functional classifications for the City’s roadway network and maintain sound transportation methodologies consistent with the regional transportation planning organization and roadway network.
  - Support economic development and strategic planning efforts to ensure that the City is sustainable for the next 20 plus years and has the appropriate plans and achievable measures in place to implement a sound Strategic Plan.
  - Provide special analyses and studies and write policies to keep the City functional and work with the Planning and Zoning Board and the Ordinance Review Committee to achieve this.
- Current Planning – Development Review, Permitting, and Subdivision Regulations
  - Ensure that the legal process of development review, land subdivision, and land development rights is administered and maintained.
  - Provide an expeditious and thorough review of technical plans and permits that is internally consistent, legally permissible, and physically achievable.
  - Afford ample due public notice and an opportunity for the public to be included in the planning and design process.
  - Provide consistent and predictable processes for development review with clear and concise communication.
  - Exhibit a spirit of cooperation and be solution driven to find value-added results.
  - Complete the development review process through statutory compliance and recordation of required documents and plats.

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

**Key Ongoing Goals (Continued):**

- Transportation
  - Promote multi-modal forms of transportation and accessibility for Americans with Disabilities Act (ADA).
  - Actively participate in the River to Sea Transportation Planning Organization (TPO) process and coordinate with committee and special interest groups.
  - Practice sound intergovernmental coordination methods for regional and local transportation strategies that include the City. Work with the TPO, Volusia County, the Florida Department of Transportation (FDOT), Votran, local governments, and other transportation organizations to achieve a functional regional roadway network.
  - Employ scientific verifiable and reliable methods in transportation analysis to eliminate over or under representation of existing and projected roadway conditions.
  - Seek alternative funding sources to off-set fiscal impacts for major capital improvements programs in developing and maintaining the City's infrastructure.
  - Employ a system of both planned and programmed improvements linking the City's Comprehensive Plan Transportation Element to physical construction of roadways.
- Housing and Community Development
  - Continue to successfully keep the City in compliance with affordable housing and community development grant regulations within the Neighborhood Stabilization Program (NSP), the Community Development Block Grant (CDBG), and the State Housing Initiatives Partnership (SHIP).
  - Continue to promote and steward CDBG funds towards social service groups that operate within the City for the betterment of the community.
  - Provide an alternative funding source for residents that are unable to finance 100% repairs to their homes to address life-safety issues, such as plumbing, electrical, and structural matters. Administer these funds through received CDBG and SHIP affordable housing grants for this purpose.
  - Upgrade City facilities, promote greater public health, safety, and welfare, and remove architectural barriers to make the City more accessible and user-friendly for all residents, particularly those within areas of greatest need, as defined by the federal and state government.
  - Utilize the CDBG funds for community-wide benefits, such as park equipment improvements, sidewalk that are ADA compliant, and stormwater management facilities.
  - Complete the NSP programs for both NSP 1 and 3, with anticipated close-out of NSP 3 before NSP 1. Continue to address the very low income applicant, where possible.
  - Work with the Affordable Housing Advisory Committee (AHAC) to achieve goals.

**Key Performance Measures:**

- Achieve the following tasks identified by the City Commission and the community, as listed in the Strategic Plan:
  - Create a grants management program and coordinate with the City's Grant Writer.

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

• **Key Performance Measures (Continued):**

- Project manage and construct a new Senior Community Center.
- Work towards overall beautification grants with other City departments and outside agencies, such as FDOT.
- Complete rewrite of the City’s Land Development Code, the sign code, and the real estate market analysis with Team Volusia Economic Development Corporation to determine an overall business focus for the City with the establishment of a City Center area.
- Establish the Southwest Deltona Community Redevelopment Area.
- Provide more diversified housing options in the City.
- Complete a series of Social Services Summits to identify an information source for those in need and link social services agencies to that source.
- Work with the FDOT and the TPO to identify more multi-modal transportation opportunities for the community.

**Key Performance Measures:**

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

<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
45	50	60
5,000	5,500	6,500
2,500	3,500	4,000
1	1	1
30	35	35
45	45	50
300	350	450

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

The performance perspective, trends, and highlights for the Planning and Development Services Department (Planning Department) focuses on the categories of design, land development, real estate, demographics, economic development, geographic information systems (GIS), strategic planning, building design and construction, social services, community development, concurrency management, impact fees, and community infrastructure. FY 15/16 concluded with increased development activity, entitlements of land that positions property for development, and the completion of several policy efforts to better position the City for long-range growth and development.

The over 85% of the land use within Deltona platted and constructed for single-family residential development and the majority of this development is located within the interior of the City. Small areas of commercial development that were constructed prior to the City being incorporated exist or areas of conversion of single-family residential lots in assemblage to commercial use. The Planning Department continued to work in FY 15/16 to retrofit lands within the City to accommodate market-ready commercial development. This includes the third and final bundle of amendments to the Land Development Code (LDC), which allows the LDC to be more user friendly, and more importantly from a legal perspective of development rights, more internally consistent. The end result is a document that

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

promotes development that leads to construction. Utility infrastructure planning was also completed and in some locations and installed to allow for non-residential development; towards achieving a more balanced tax base. The construction of the Eastern Wastewater Treatment Plant, the second central sewer facility in the City, is a major achievement towards this end.

Development applications increased in Deltona within FY 15/16 for large tracts that were dormant for decades. A ±10-acre tract located with the Deltona Activity Center came forward as the Gold Choice Mixed Planned Unit Development (MPUD) to include an assisted living facility and an ancillary storage unit. The ±150-acre site located north of Howland Blvd. received a Business Planned Unit Development (BPUD) zoning designation and a Final Plat for the Howland Crossings BPUD. The 12-lot commercial subdivision also includes a ±31-acre lot sold for the Halifax Health medical complex, to include Deltona's first hospital. The City approved a second and third Racetrac store location and construction began at that site located at the northeast intersection of Saxon Blvd. and Finland Dr. The proposed store will be located at the northeast corner of Deltona Blvd. and Welcome Center Dr. Lake Baton Estates reports a fast absorption of homes within the 138 unit subdivision that represents large lots and homes in close proximity to schools and shopping. The same is true with the platting and construction of the Arbor Ridge Phase V subdivision. Within the first three months of opening, 48 units of the 77 lots were sold. Two additional master planned community projects, Fernanda Place Residential Planned Unit Development (RPUD) and Vineland Reserve RPUD were amended in FY 15/16 for future development.

The Planning Department is integrally involved with strategic planning and economic development. Within FY 15/16, the Department engaged the University of Central Florida's Institute of Government to facilitate a Strategic Plan for the City. The 5-year plan is a checklist of activities that the City Commission and the residents want City staff to achieve and will be used as a foundation for the 20-year Evaluation and Appraisal Report Comprehensive Plan update. The department was successful in working with the Florida Department of Transportation to receive \$125,000 in funding for landscaping along SR 472, up to \$750,000 for beautification along

Interstate 4 at SR 472, updating the landscape plans at the Interstate 4/Saxon Blvd. interchange, coordination of a park and ride facility and overpass at Rhode Island Rd., widening of Saxon Blvd. to address capacity and safety issues, and the location of a stormwater storage vault. Planning staff also prepared the submittal for the Southwest Deltona Community Redevelopment Area (CRA) that is trending towards a delegation of authority from Volusia County within 2016.

Additional special studies and efforts were undertaken, such as providing Social Services Summits, completing the statutory requirements with the Affordable Housing Advisory Committee (AHAC), focusing on updating the United Way's 211 system, and Homeless Management Information System (HMIS), and continual administration of the Community Development Block Grant (CDBG), Neighborhood Stabilization Program (NSP), and State Housing Initiatives Partnership (SHIP) programs. Compliance with all of the regulatory agencies was maintained, which is paramount, and the City continues to have a positive record of proper performance of the grant funds. Special projects above State-mandated comprehensive planning and land development regulations also included working with the Parks Department on establishing a sports tourism market in the City, planning and design of the new Senior Community Center, beautification efforts with FDOT and the City Manager throughout the City, ordinance review and creation for increased efficiencies, coordination and construction of the

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

Lakeshore Loop Multi-use Trail, identification of a market analysis and inventory of lands for commercial development in the City, creation of the Southwest Deltona Community Redevelopment Area (CRA) with Volusia County, and continued work with the Volusia Transit Connector Study group for multi-modal transportation, the Volusia County School Board, and the River to Sea Transportation Planning Organization for capital projects.

For FY 16/17, the Planning Department will be achieving the operation of the CRA upon delegation from Volusia County, complete construction plans and coordinate with the FDOT under an executed Joint Program Agreement (JPA) for the installation of plants in the SR 472 corridor, facilitate the permitting, construction team selection and award, and commencement of the new Senior Community Center, programming for additional capital projects along Deltona Blvd., writing and adoption of local ordinances for efficiencies, and of highest importance, is the completion of the City's Comprehensive Plan Amendment update to remain in State compliance. Development within the City is expected to increase and continue in FY 16/17, as the City achieves an approximately 2% growth rate from both internal in-migration growth and relocation from other parts of Florida and the nation. The master planned residential communities will continue to be built-out and land positioned for future development. This is supported by the completion of SR 415 by FDOT that allows greater mobility along the City's east side, the widening of Howland Blvd. that facilitates an east-west connector through the City, the City's improvement of Ft. Smith Blvd., and FDOT construction of Interstate 4, which benefits the City and the region.

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

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

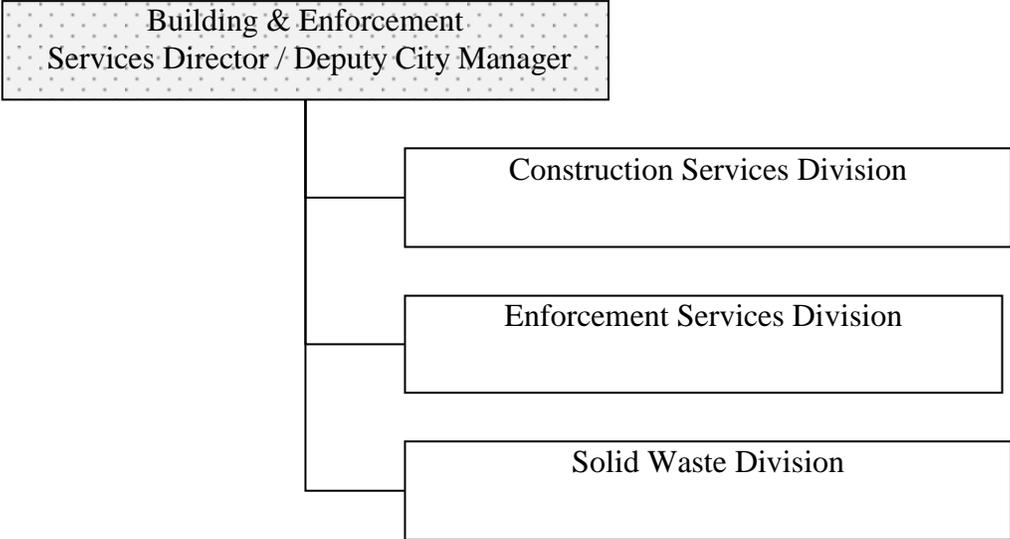
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PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001155 GENERAL FUND - PLANNING SVCS							
<a href="#">001155 511200</a> SAL & WAGE	602,967.19	590,090.71	605,196.72	597,286.90	452,400.00	485,200.00	7.3%
<a href="#">001155 511400</a> OVERTIME	442.41	70.41	924.15	905.01	2,200.00	2,200.00	.0%
<a href="#">001155 512100</a> FICA TAX	42,699.04	41,790.22	42,382.93	42,210.52	35,300.00	34,400.00	-2.5%
<a href="#">001155 512200</a> RETIRECONT	38,327.89	53,351.82	58,893.35	57,740.42	51,000.00	50,900.00	-.2%
<a href="#">001155 512300</a> H/D/L INS	107,608.25	111,542.53	122,786.19	124,807.03	107,700.00	108,100.00	.4%
<a href="#">001155 512400</a> WORKERCOMP	17,050.82	11,000.35	11,144.10	9,166.91	11,800.00	10,400.00	-11.9%
<a href="#">001155 519999</a> CONTRA ACT	-226,217.62	-189,959.83	-196,688.37	-181,873.59	.00	.00	.0%
<a href="#">001155 523101</a> PROFSVC-OT	16,350.00	19,990.00	33,047.48	44,411.24	54,800.00	98,000.00	78.8%
<a href="#">001155 523404</a> SW/NW MTNC	.00	.00	400.00	400.00	400.00	1,200.00	200.0%
<a href="#">001155 524001</a> TRAV&PERDM	327.23	500.48	452.48	67.00	1,000.00	1,000.00	.0%
<a href="#">001155 524101</a> COMMUNICAT	600.00	600.00	600.00	600.00	600.00	600.00	.0%
<a href="#">001155 524602</a> R&M E/Q	1,748.46	2,276.98	3,344.41	3,725.59	2,000.00	3,000.00	50.0%
<a href="#">001155 524701</a> PRINT GEN	.00	486.60	207.00	1,052.45	400.00	1,000.00	150.0%
<a href="#">001155 524801</a> PROMO ACTI	.00	.00	443.73	253.32	.00	.00	.0%
<a href="#">001155 524901</a> RECOG	.00	.00	.00	204.95	200.00	.00	-100.0%
<a href="#">001155 525101</a> OFFICE SUP	4,844.42	4,642.80	3,235.97	2,547.27	3,200.00	4,000.00	25.0%
<a href="#">001155 525102</a> FURN & E/Q	666.30	1,253.18	.00	.00	.00	.00	.0%
<a href="#">001155 525202</a> TOOL & E/Q	.00	.00	.00	21.59	.00	.00	.0%
<a href="#">001155 525206</a> UNIFORMS	.00	412.32	.00	.00	300.00	.00	-100.0%
<a href="#">001155 525208</a> COMPUT S/W	.00	578.00	1,027.96	359.76	800.00	3,000.00	275.0%
<a href="#">001155 525210</a> OPERAT SUP	125.00	.00	.00	.00	.00	.00	.0%
<a href="#">001155 525400</a> PUB, MEM, TR	3,153.07	2,393.98	1,934.00	2,359.00	2,400.00	2,800.00	16.7%
<a href="#">001155 910501</a> CAPITL-RPL	38,000.00	38,000.00	38,000.04	34,833.37	38,000.00	38,000.00	.0%
<a href="#">001155 990131</a> IT - Costs	107,308.56	76,431.40	83,114.75	93,958.37	102,500.00	100,000.00	-2.4%
TOTAL GENERAL FUND - PLANNIN	756,001.02	765,451.95	810,446.89	835,037.11	867,000.00	943,800.00	8.9%

**BUILDING AND ENFORCEMENT SERVICES DEPARTMENT**



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

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

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

**FY 15/16 Key Accomplishments:**

- Coordinate with Legal Dept. to continue the City's Foreclosure Registration program – *Strategic Goal: Public Safety, Beautification & Strengthen Code Enforcement*
- Move Fire Inspectors operationally under the Fire Department – *Completed – Strategic Goal: Internal and External Communications*
- Increased percent of Deputy City Manager salary charged to City Manager Department – *Completed – Strategic Goal: Fiscal Issues*
- Implement new Condemned/Demolition Home Program funded by Foreclosure Program – *Completed (6 homes taken down) – Strategic Goal: Public Safety, Beautification & Strengthen Code Enforcement.*
- Cross-train Permitting/Animal Control/Code office personnel for increased efficiency and customer service – *Code, Animal Control and Solid Waste Completed; Permitting and Zoning to follow – Strategic Goal: Economic Development – Promote Customer Service Environment*
- Pilot Trap-Neuter-Release (TNR) Program – *Completed – Program has been a success and extended for an additional three years – Strategic Goal: Fiscal Issues*
- Pilot Backyard Chicken Program – *Completed – Program made permanent in FY 15/16 – Strategic Goal: Public Safety, Beautification & Strengthen Code Enforcement*

**FY 16/17 Key Goals:**

- The FY 16/17 budget is essentially status quo with the following exceptions:
  - Continue Condemned/Demolition Home Program funded by Foreclosure Program – *Strategic Goal: Public Safety – Fund And Implement a Demolition Program for Homes in Disrepair*
  - Continue to cross-train Permitting/Animal control/Code office personnel for increased efficiency and customer service – *Strategic Goal: Economic Development – Promote Customer Service Environment*
  - Continue Trap-Neuter-Release Program – *Strategic Goal: On-going Projects – TNR Program*
  - Support City Beautification Program regarding trash, signs, building, etc. – *Strategic Goal: Public Safety – Focus On The City's Beautification Program*
  - One vehicle replacement budgeted in capital budget requested – *Strategic Goal: Public Safety – Strengthen Code Enforcement*
  - Elimination of one Code Officer position, transferred employee to Solid Waste and reclassified vacant position to Solid Waste Enforcement Officer – *Strategic Goal: Public Safety – Review the Need for Additional Staff*
  - Reduce Kennel Fees as result of TNR Program – *Strategic Goal: On-Going Projects – TNR Program Strategic Goal, Fiscal Issues*
  - Upgrade vacant Building Inspector to Assistant Building Official (Succession Planning) – *Strategic Goal: Other Priority Objectives Identified – Employee Development and Training*

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

**Key Ongoing Goals:**

- Improve timely response to Building and Code Enforcement complaints and provide adequate follow-up to ensure complaints are resolved – *Strategic Goal: Economic Development – Promote Customer Service Environment*
- Continue the Abandoned Home Demolition Program to remove eye sores and support the City’s beautification program – *Strategic Goal: Public Safety, Beautification & Strengthen Code Enforcement*
- Improve customer service provided by permitting/animal/code office personnel through continued education and cross training. – *Strategic Goal: Economic Development – Promote Customer Service Environment*
- Decrease spending on impounding animals through education and alternate methods of enforcing the codes – *Strategic Goal: Fiscal Issues*

**Key Objectives:**

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

**Key Performance Measures:**

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

<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
1,096	900	1.000
447	375	400
On Going	On Going	On Going
On Going	On Going	On Going
1,626	700	700

**DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS**

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

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

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

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

**BUILDING AND ENFORCEMENT SERVICES DEPARTMENT  
DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

Made changes to our Solid Waste ordinance to be more efficient and save money.

The pilot trap neuter and return (TNR) program has been a success and extended for an additional three (3) years.

A pilot backyard chicken program was a success and made a perement program during this fiscal year.

We continue to track and abate nuisances at foreclosed homes.

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

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

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

<b>Permit Type</b>	<b>Actual FY 13/14</b>	<b>Actual FY 14/15</b>	<b>FY 15/16 (October – April)</b>
Building Commercial	43	27	18
Building Residential	71	54	40
Residential Modifications	732	919	587
Sheds	176	217	121
Reroof	565	846	529
Right-of-Way	112	106	56
Garage Related	113	65	12
Fence	456	511	314
Fire Related	20	36	12
Utilities Related	1,431	1,646	957
Pool Related	83	87	44
Signs	75	62	28
<b>TOTAL</b>	<b>3,877</b>	<b>4,576</b>	<b>2,718</b>

**BUILDING AND ENFORCEMENT SERVICES DEPARTMENT  
DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

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

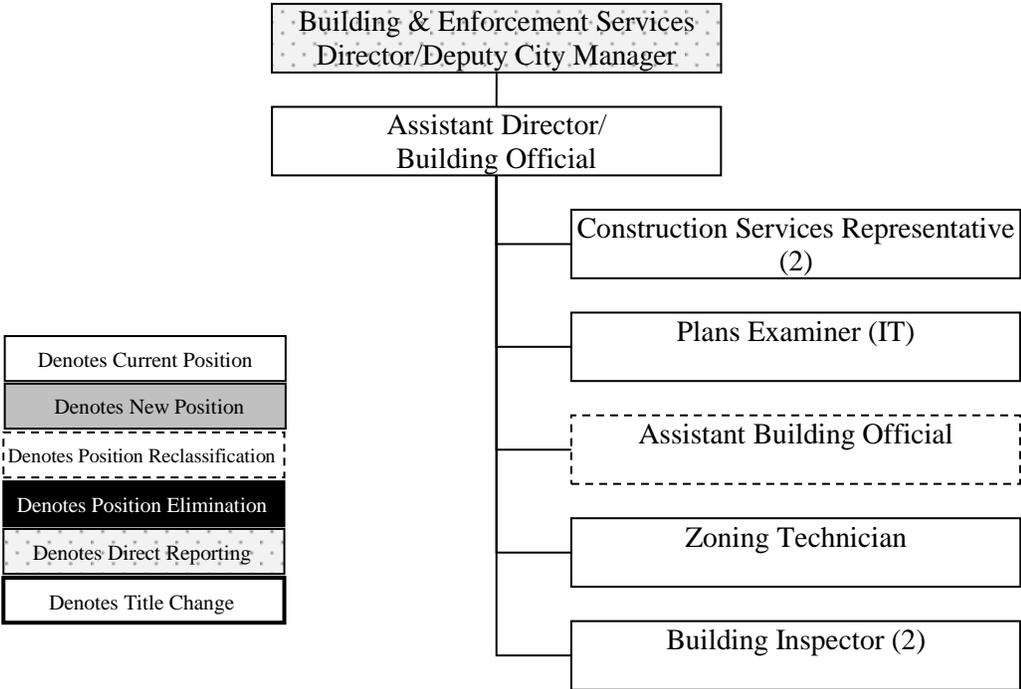
<b>Permit Type</b>	<b>Actual FY 13/14</b>	<b>Actual FY 14/15</b>	<b>FY 15/16 (October – April)</b>
Animal Control Related	3,372	3,146	1,628
Dumping	26	11	8
Garage Sales	113	107	52
Home Business	49	27	8
Housing Code Violation	410	486	280
Improper Parking	2,606	3,170	1,209
Inoperable Vehicles	862	1,396	758
Lot Maintenance	3,723	4,057	1,709
Misc. Property Related	1,579	2,337	660
No Permit as required	358	368	191
Pools	152	102	52
Signs	141	143	23
Solid Waste Issues	1,042	1,076	1,296
Zoning	13	18	9
<b>TOTAL</b>	<b>14,446</b>	<b>16,444</b>	<b>7,883</b>
Number of Animals Impounded	1,944	1,626	339

Building & Enforcement Services

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 1,190,051	\$ 1,305,748	\$ 1,201,073	\$ 1,211,900
Overtime	21,196	20,579	39,300	37,500
Other Pay	3,564	3,547	3,700	3,700
Benefits and Taxes	452,853	528,494	533,200	525,400
<b>Total Personal Service Costs</b>	<b>1,667,664</b>	<b>1,858,368</b>	<b>1,777,273</b>	<b>1,778,500</b>
Operating Expenditures	432,729	474,244	675,300	585,700
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	124,000	124,000	124,000	124,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$ 2,224,393</b>	<b>\$ 2,456,612</b>	<b>\$ 2,576,573</b>	<b>\$ 2,488,200</b>
<b>Staffing:</b>				
Full-Time	26	28	26	25
Part-Time	1	1	1	1
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 10,595	\$ 11,121	\$ 10,600	\$ 10,600
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	174,570	148,182	172,000	101,200
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	721	471	-	-
5241 - Communications and Freight Services	9,798	8,969	10,900	9,700
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	2,342	3,856	3,000	3,000
5247 - Printing and Binding	1,215	1,388	1,300	1,300
5248 - Promotional Activities	4,347	-	30,000	30,000
5249 - Other Current Charges	960	440	101,000	100,500
5251 - Office Supplies	5,755	5,472	5,400	5,400
5252 - Operating Supplies	69,229	71,680	69,000	43,100
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	6,766	13,336	7,000	5,500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	130,281	189,505	245,100	256,900
9904 - Fleet - Allocated Costs	16,150	19,824	20,000	18,500
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$ 432,729</b>	<b>\$ 474,244</b>	<b>\$ 675,300</b>	<b>\$ 585,700</b>

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



CONSTRUCTION SERVICES DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Assistant Director/Building Official	1	1	1	1	-	1	125
Assistant Building Official	-	-	-	-	1	1	TBD
Fire Safety Manager	1	1	-	-	-	-	121
Plans Examiner (IT)	1	1	1	1	-	1	117
Building Inspector	3	3	3	3	(1)	2	114
Fire Inspector	2	2	-	-	-	-	110
Zoning Technician	1	1	1	1	-	1	108
Construction Services Rep.	2	2	2	2	-	2	106
<b>TOTAL</b>	<b>11</b>	<b>11</b>	<b>8</b>	<b>8</b>	<b>-</b>	<b>8</b>	

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

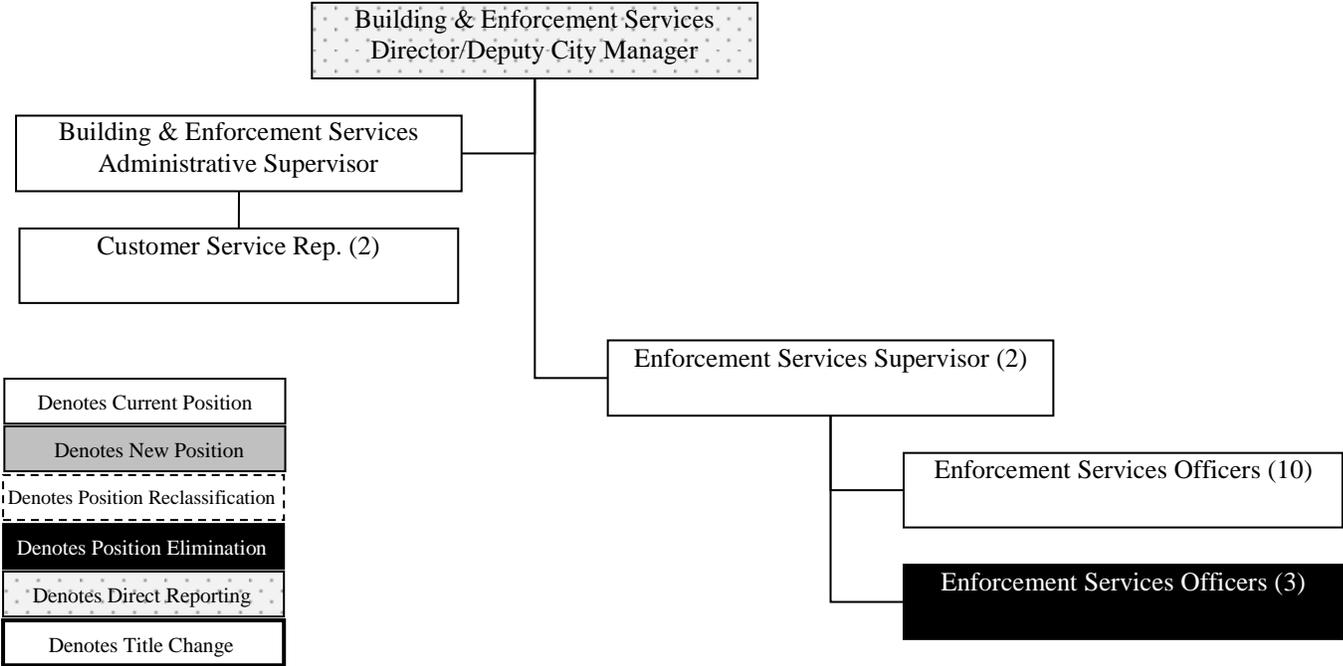
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PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:		FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001157 GENERAL FUND - CONSTRUCTION SV								
<a href="#">001157 511200</a>	SAL & WAGE	442,101.11	474,991.78	488,408.96	336,752.11	335,800.00	407,900.00	21.5%
<a href="#">001157 511400</a>	OVERTIME	1,122.26	1,186.00	2,120.91	859.76	2,700.00	2,200.00	-18.5%
<a href="#">001157 512100</a>	FICA TAX	33,800.56	34,945.57	37,341.56	25,390.14	28,000.00	28,900.00	3.2%
<a href="#">001157 512200</a>	RETIRECONT	33,135.31	39,447.16	41,309.06	27,336.56	35,000.00	31,900.00	-8.9%
<a href="#">001157 512300</a>	H/D/L INS	78,883.55	85,108.93	91,034.88	65,013.61	78,000.00	80,800.00	3.6%
<a href="#">001157 512400</a>	WORKERCOMP	17,784.04	15,607.33	16,153.83	9,866.08	12,700.00	11,400.00	-10.2%
<a href="#">001157 523401</a>	OTHR CONTR	4,015.00	601.00	6,715.20	26,701.90	27,100.00	16,800.00	-38.0%
<a href="#">001157 524001</a>	TRAV&PERDM	270.00	106.00	439.00	59.96	.00	.00	.0%
<a href="#">001157 524101</a>	COMMUNICAT	2,941.61	2,763.57	2,197.33	1,365.24	2,400.00	2,000.00	-16.7%
<a href="#">001157 524602</a>	R&M E/Q	821.47	881.83	1,038.00	1,030.55	800.00	800.00	.0%
<a href="#">001157 524701</a>	PRINT GEN	604.95	557.70	401.77	117.70	500.00	500.00	.0%
<a href="#">001157 525101</a>	OFFICE SUP	2,446.06	2,304.30	2,460.61	2,389.51	2,400.00	2,400.00	.0%
<a href="#">001157 525102</a>	FURN & E/Q	.00	490.46	.00	.00	.00	.00	.0%
<a href="#">001157 525201</a>	FUEL&OIL	15,213.13	16,378.01	11,412.95	5,931.92	15,000.00	8,000.00	-46.7%
<a href="#">001157 525202</a>	TOOL & E/Q	270.73	169.79	901.93	194.99	200.00	200.00	.0%
<a href="#">001157 525206</a>	UNIFORMS	920.80	1,115.14	832.83	299.50	400.00	400.00	.0%
<a href="#">001157 525210</a>	OPERAT SUP	47.05	249.19	186.78	197.02	200.00	200.00	.0%
<a href="#">001157 525400</a>	PUB, MEM, TR	3,304.82	2,643.23	7,936.05	603.00	1,200.00	1,400.00	16.7%
<a href="#">001157 910501</a>	CAPITL-RPL	62,000.00	62,000.00	62,000.04	56,833.37	62,000.00	62,000.00	.0%
<a href="#">001157 990131</a>	IT - Costs	62,409.97	62,534.78	70,588.33	81,491.63	88,900.00	88,900.00	.0%
<a href="#">001157 990419</a>	FLEETALLOC	.00	3,295.77	6,471.55	4,823.29	9,000.00	7,500.00	-16.7%
TOTAL GENERAL FUND - CONSTRU		762,092.42	807,377.54	849,951.57	647,257.84	702,300.00	754,200.00	7.4%

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



Denotes Current Position
Denotes New Position
Denotes Position Reclassification
Denotes Position Elimination
Denotes Direct Reporting
Denotes Title Change

ENFORCEMENT SERVICES DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Deputy City Manager & Building & Enforcement Services Director	1	1	1	1	-	1	133
Bldg & Enf Svcs Administrative Sup.	-	1	1	1		1	115
Enforcement Services Supervisor	2	2	2	2	-	2	116
Executive Assistant	1	-	-	-	-	-	113
Enforcement Services Officer	10	12	13	13	(3)	10	112
Customer Service Rep.	2	2	2	2	-	2	106
<b>TOTAL</b>	<b>16</b>	<b>18</b>	<b>19</b>	<b>19</b>	<b>(3)</b>	<b>16</b>	

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

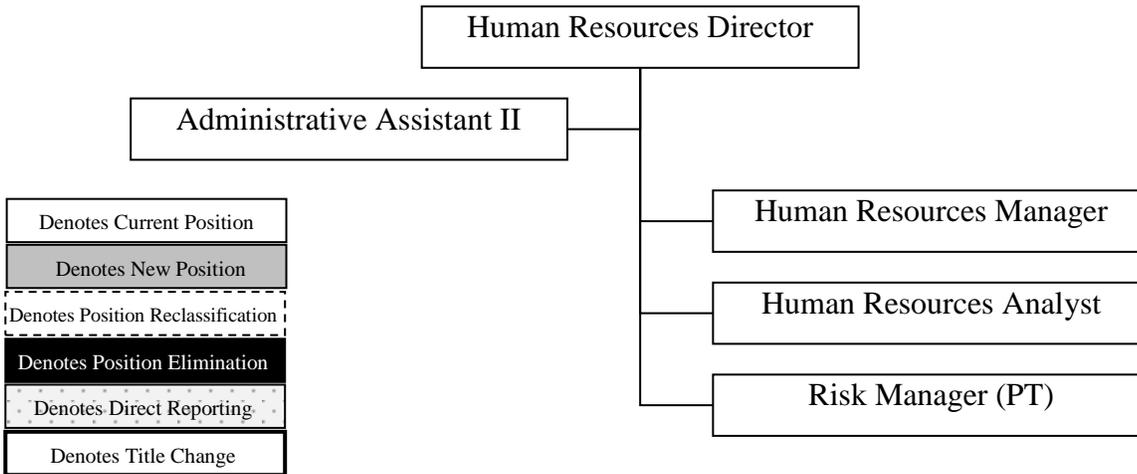
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PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001196 GENERAL FUND - ENFORCEMENT SVC							
<a href="#">001196 511200</a>	SAL & WAGE	685,596.18	715,059.03	817,339.16	772,235.08	782,900.00	804,000.00 2.7%
<a href="#">001196 511400</a>	OVERTIME	17,978.60	20,009.91	18,457.75	20,194.48	36,600.00	35,300.00 -3.6%
<a href="#">001196 511500</a>	SPECIALPAY	3,594.00	3,564.00	3,547.00	3,290.00	3,700.00	3,700.00 .0%
<a href="#">001196 512100</a>	FICA TAX	52,600.56	54,619.97	60,729.28	57,410.02	62,200.00	59,400.00 -4.5%
<a href="#">001196 512200</a>	RETIRECONT	45,023.70	64,634.85	78,088.03	64,605.08	71,400.00	64,200.00 -10.1%
<a href="#">001196 512300</a>	H/D/L INS	121,862.83	135,924.46	177,562.20	198,489.63	216,500.00	223,900.00 3.4%
<a href="#">001196 512400</a>	WORKERCOMP	25,850.97	22,564.82	26,275.54	22,839.68	29,400.00	24,900.00 -15.3%
<a href="#">001196 523101</a>	PROFSVC-OT	11,845.25	10,594.73	11,120.87	10,600.10	10,600.00	10,600.00 .0%
<a href="#">001196 523401</a>	OTHR CONTR	2,635.75	5,842.20	5,384.40	5,569.90	6,050.00	4,400.00 -27.3%
<a href="#">001196 523409</a>	LOT MTNCE	29,316.91	30,364.40	21,151.21	30,000.00	30,000.00	30,000.00 .0%
<a href="#">001196 523411</a>	KENNEL FEE	157,188.30	137,762.04	114,931.34	58,850.00	58,850.00	50,000.00 -15.0%
<a href="#">001196 524001</a>	TRAV&PERDM	.00	615.00	31.96	.00	.00	.00 .0%
<a href="#">001196 524101</a>	COMMUNICAT	6,929.19	7,034.80	6,772.27	6,596.29	8,500.00	7,700.00 -9.4%
<a href="#">001196 524602</a>	R&M E/Q	9,415.53	1,459.80	2,818.36	2,035.69	2,200.00	2,200.00 .0%
<a href="#">001196 524701</a>	PRINT GEN	1,104.98	657.43	986.00	653.20	800.00	800.00 .0%
<a href="#">001196 524801</a>	PROMO ACTI	.00	4,347.00	.00	30,553.00	30,000.00	30,000.00 .0%
<a href="#">001196 524901</a>	RECOG	200.00	.00	.00	200.00	.00	.00 .0%
<a href="#">001196 524908</a>	SVC OF NOT	760.00	960.00	440.00	400.00	1,000.00	500.00 -50.0%
<a href="#">001196 524920</a>	UNSAFE CON	.00	.00	.00	100,120.00	100,000.00	100,000.00 .0%
<a href="#">001196 525101</a>	OFFICE SUP	2,452.76	2,959.58	2,764.92	2,932.67	3,000.00	3,000.00 .0%
<a href="#">001196 525102</a>	FURN & E/Q	.00	.00	245.97	.00	.00	.00 .0%
<a href="#">001196 525201</a>	FUEL&OIL	43,595.00	44,272.74	32,673.36	23,654.77	45,000.00	30,000.00 -33.3%
<a href="#">001196 525202</a>	TOOL & E/Q	4,975.68	3,354.60	21,843.93	3,214.18	3,400.00	800.00 -76.5%
<a href="#">001196 525206</a>	UNIFORMS	1,978.51	2,003.33	1,915.37	2,722.19	3,100.00	1,800.00 -41.9%
<a href="#">001196 525208</a>	COMPUT S/W	.00	.00	161.99	.00	.00	.00 .0%
<a href="#">001196 525210</a>	OPERAT SUP	1,776.84	1,687.40	1,751.21	1,691.53	1,700.00	1,700.00 .0%
<a href="#">001196 525400</a>	PUB, MEM, TR	4,561.88	4,123.65	5,400.00	5,660.90	5,800.00	4,100.00 -29.3%
<a href="#">001196 910501</a>	CAPITL-RPL	62,000.00	62,000.00	62,000.04	56,833.37	62,000.00	62,000.00 .0%
<a href="#">001196 990131</a>	IT - Costs	56,766.48	67,746.02	118,916.74	143,183.37	156,200.00	168,000.00 7.6%
<a href="#">001196 990419</a>	FLEETALLOC	.00	12,854.06	13,351.58	11,460.63	11,000.00	11,000.00 .0%
TOTAL GENERAL FUND - ENFORCE	1,350,009.90	1,417,015.82	1,606,660.48	1,635,995.76	1,741,900.00	1,734,000.00	- .5%

**HUMAN RESOURCES DEPARTMENT**



HUMAN RESOURCES DEPARTMENT							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Human Resources Director	1	1	1	1	-	1	130
Human Resources Manager	1	1	1	1	-	1	122
Risk Manager (PT)	1	1	1	1	-	1	122
Human Resources Analyst	1	1	1	1	-	1	117
Administrative Assistant II	1	1	1	1	-	1	109
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>-</b>	<b>5</b>	

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

## HUMAN RESOURCES DEPARTMENT

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

### GOALS, OBJECTIVES & PERFORMANCE MEASURES

#### FY 15/16 Key Accomplishments:

- Further expand the City’s wellness program – *Completed, increased employee participation by 10%, added in the requirement for employees to see a Primary Care Physician in order to be eligible for the incentive – Strategic Goal: Fiscal Issues*
- Increased Munis training to further utilize City’s ERP system – *Completed – Strategic Goal: Infrastructure (Technology)*
- Implement and train on Time and Attendance electronic software program – *This was on hold pending hiring of HR Director – Strategic Goal: Infrastructure (technology)*
- “Cloud” hosting services for Time and Attendance electronic software program – *Deemed not fiscally prudent at this time – Strategic Goal: Infrastructure (technology)*
- Implement an employee development program as well as a supervisor/manager training program and job share/shadow program: *Completed: provided training for employees including: Supervisory training, Diversity, Safety training, DDC, and Active Shooter – Strategic Goal: Other Prior Objectives: Employee Development & Training*
- Evaluate and make recommendation for improved Performance Evaluation process – *Review Completed, Performance Evaluations discontinued – Strategic Goal: Fiscal Issues*
- Make recommendations for implementation of Compensation and Classification study results – *Study complete – Strategic Goal: Fiscal Issues*
- Develop policy for reimbursement of paid training if employee leaves within 1-2 years depending on job classification – *Upon review, this was deemed unnecessary – Strategic Goal: Fiscal Issues*
- Open enrollment to keep employees up-to-date on current benefit options – *Complete – Strategic Goal: Internal and External Communications*
- Conducted Employee Health Fair and Employee Appreciation BBQ – *Complete – Strategic Goal: Internal and External Communications*

#### Key FY 16/17 Goals:

- Further expand the City’s wellness program by adding measurable goals. We will add 4 tiers of measurable health related goals to incentivize employees to maintain a healthy lifestyle with the goal to reduce overall utilization – *Strategic Goal: Fiscal Issues*
- Conduct an Employee Engagement Survey – *Strategic Goal: Internal and External Communications*
- Negotiate new health insurance plans with the intent of reducing the overall financial impact on employees and the City – *Strategic Goal: Fiscal Issues*

- Coordinate with Finance to implement an on-line Self Service program to include time and attendance, benefits, application and applicant tracking programs with a minimum recurring annual cost, but a potential net annual savings – *Strategic Goal: Infrastructure (technology)*
- Expand the employee recognition program in order to identify and reward those who go above and beyond – *Strategic Goal: Fiscal Issues*
- Develop a community volunteer program for individuals who need community service hours to assist in various departments throughout the City – *Strategic Goal: Social Services*
- Develop an employee suggestion program that allows for monetary rewards based on savings, rewards would be absorbed by cost savings of suggestion – *Strategic Goal: Fiscal Issues*
- Identify and train an individual for the Risk Manager position – *Strategic Goal: Other Prior Objectives: Employee Development & Training*

**Key Objectives:**

- Update/maintain the City's Personnel Policies & Procedures Manual.
- Review/maintain City job descriptions and prepare revisions as necessary.
- Review and renew City property/casualty/auto insurance and Worker's Comp insurance (Package Policies) and target a renewal rate under 15%, if possible.
- Provide on-going training City-wide in anti-harassment, customer service, supervision, safety and health related topics.
- Continue to monitor the City-wide drug and alcohol field screening program.

**HUMAN RESOURCES DEPARTMENT  
GOALS, OBJECTIVES & PERFORMANCE MEASURES**

<b>Key Performance Measures:</b>	<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
• Number of job applications processed	1,056	1,100	1,000
• Number of position recruitments completed	45	51	40
• Number of Screenings completed:			
○ Employment Physicals	32	48	40
○ Level II Background Screenings	40	52	45
• Number of separations processed:			
○ Resignations	19	16	15
○ Terminations	4	3	3
○ Retirements	3	5	5
○ Other	2	1	1
• Turnover rate	4.6%	3.6%	3.6%
• Union Grievances Processed	4	3	4
• Workers Comp Claims	28	31	30
• Approved FMLA Requests	41	37	40
• Formal Discrimination Claims (State/Federal)	2	2	2

**DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS**

During FY 15/16:

- Continued to maintain a field post-accident drug/alcohol testing program.
- Coordinated employee recognition luncheon.
- Conducted and/or coordinated mandatory anti-harassment training for all City employees.
- Coordinated customer service training for key employees.
- Coordinated the annual Employee Health Fair.
- Coordinated annual Employee Open Enrollment.
- Coordinated quarterly sessions/workshops with the 457 and 401A retirement plan representatives.
- Coordinated sessions with (FRS) Florida Retirement Services to educate employees.
- Continued to maintain and monitor the Deltona Jobs program.
- Continued to maintain employee recognition programs including the addition of the employee “Shout-Out” program.
- Eliminated Performance Evaluations as part of a pilot program.

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

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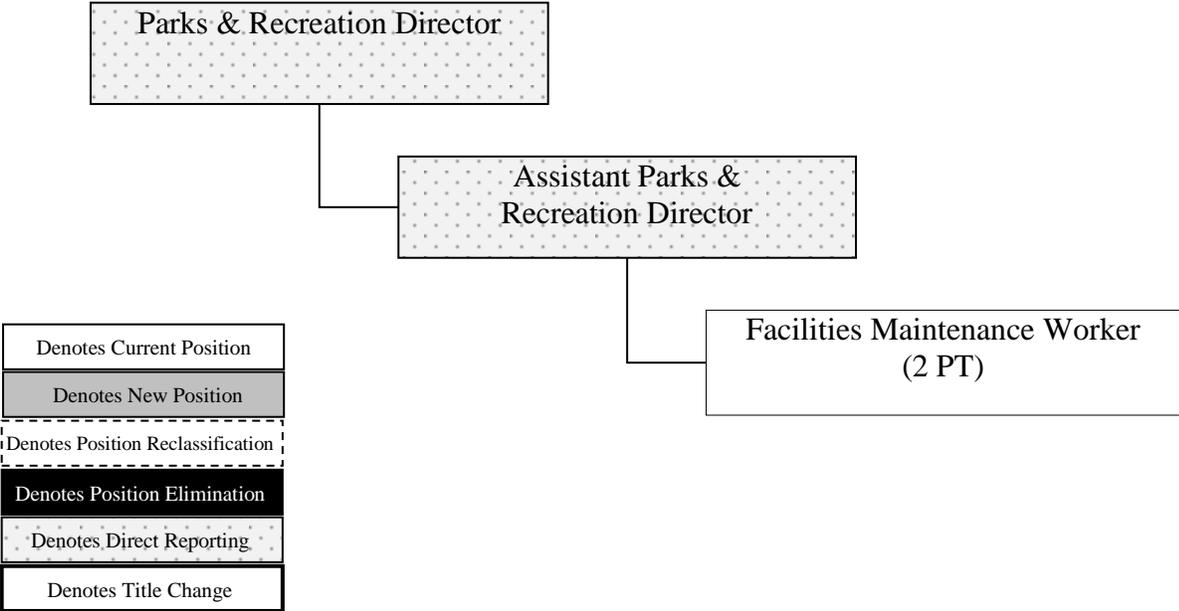
PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001160 GENERAL FUND - HUMAN RESOURCES							
<a href="#">001160 511200</a> SAL & WAGE	252,441.20	257,966.12	213,665.72	204,756.98	193,600.00	261,900.00	35.3%
<a href="#">001160 511400</a> OVERTIME	820.70	135.20	56.85	.00	400.00	300.00	-25.0%
<a href="#">001160 512100</a> FICA TAX	18,444.50	18,745.80	15,593.87	14,752.64	18,800.00	18,500.00	-1.6%
<a href="#">001160 512200</a> RETIRECONT	21,051.68	31,831.57	22,022.81	20,709.91	35,500.00	34,100.00	-3.9%
<a href="#">001160 512300</a> H/D/L INS	39,069.97	39,526.57	37,406.99	40,557.10	65,800.00	57,500.00	-12.6%
<a href="#">001160 512400</a> WORKERCOMP	7,241.90	6,393.37	6,645.56	5,593.39	7,200.00	6,100.00	-15.3%
<a href="#">001160 523101</a> PROFSVC-OT	1,250.00	50.00	5,000.00	.00	36,500.00	3,500.00	-90.4%
<a href="#">001160 523401</a> OTHR CONTR	.00	.00	2,306.85	5,937.50	6,000.00	.00	-100.0%
<a href="#">001160 523404</a> SW/NW MTNC	.00	.00	.00	.00	.00	4,400.00	.0%
<a href="#">001160 524001</a> TRAV&PERDM	.00	49.00	412.17	35.00	2,600.00	100.00	-96.2%
<a href="#">001160 524101</a> COMMUNICAT	904.03	865.08	278.77	490.00	800.00	1,000.00	25.0%
<a href="#">001160 524602</a> R&M E/Q	1,720.40	1,276.97	1,252.94	1,700.00	1,700.00	1,700.00	.0%
<a href="#">001160 524701</a> PRINT GEN	342.00	.00	.00	50.60	300.00	300.00	.0%
<a href="#">001160 524801</a> PROMO ACTI	248.43	162.88	472.30	248.08	.00	.00	.0%
<a href="#">001160 524901</a> RECOG	2,964.10	19,840.78	16,350.50	17,763.94	18,600.00	33,100.00	78.0%
<a href="#">001160 524904</a> ADS	4,041.74	7,062.17	4,092.27	6,828.33	5,000.00	10,000.00	100.0%
<a href="#">001160 524910</a> EEPHYSICAL	15,374.95	21,853.61	27,589.81	21,399.04	42,100.00	44,500.00	5.7%
<a href="#">001160 525101</a> OFFICE SUP	1,775.34	2,818.61	747.08	1,007.18	1,300.00	1,300.00	.0%
<a href="#">001160 525102</a> FURN & E/Q	.00	.00	.00	168.00	.00	.00	.0%
<a href="#">001160 525201</a> FUEL&OIL	53.59	45.99	32.43	.00	100.00	.00	-100.0%
<a href="#">001160 525206</a> UNIFORMS	630.60	158.92	.00	.00	300.00	.00	-100.0%
<a href="#">001160 525210</a> OPERAT SUP	2,172.65	4,463.60	1,760.93	2,760.12	2,600.00	3,400.00	30.8%
<a href="#">001160 525400</a> PUB, MEM, TR	5,742.09	3,638.46	5,018.84	13,885.60	24,500.00	9,400.00	-61.6%
<a href="#">001160 910501</a> CAPITL-RPL	9,000.00	9,000.00	9,000.00	8,250.00	9,000.00	9,000.00	.0%
<a href="#">001160 990131</a> IT - Costs	27,055.41	24,815.39	31,485.44	33,916.63	37,000.00	35,200.00	-4.9%
TOTAL GENERAL FUND - HUMAN R	412,345.28	450,700.09	401,192.13	400,810.04	509,700.00	535,300.00	5.0%

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**GENERAL GOVERNMENT**



GENERAL GOVERNMENT							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Facilities Maintenance Worker (PT)	-	1	1	1	-	1	102
Custodian (PT)	-	1	1	1	-	1	101
<b>TOTAL</b>	-	<b>2</b>	<b>2</b>	<b>2</b>	-	<b>2</b>	

Employees report to Parks & Recreation

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

## GENERAL GOVERNMENT

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

### GOALS, OBJECTIVES & PERFORMANCE MEASURES

#### **FY 15/16 Key Accomplishments:**

- Addition of one part-time janitorial staff to improve overall cleanliness of City Hall – *Completed – Strategic Goal: Infrastructure*
- City Manager salary reduction – *Completed – Strategic Goal: Fiscal Issues*
- Funding provided to implement recommendations of Compensation and Classification study – *Not yet implemented – Strategic Goal: Fiscal Issues*
- Enhance landscaping at City Hall and VCSO Deltona office to further City beautification – *Spring Season completed and will continue to maintain landscape at these facilities – Strategic Goal: Internal and External Communication*
- Replace plastic chairs in Commission Chambers – *Completed– Strategic Goal: Infrastructure*
- Holiday beautification around City Hall and throughout City – *Completed – Strategic Goal: Internal and External Communication - Beautify gateways and key locations*
- Purchase and implementation of Time and Attendance electronic timesheet software – *This was on hold pending hire of HR Director – Strategic Goal: Infrastructure (Technology)*
- Enhanced Security for City Hall Lobby Areas – *Completed – Strategic Goal: Infrastructure*
- Replace HVAC/Chiller Unit at City Hall – *Completed – Strategic Goal: Infrastructure*

#### **FY 16/17 Key Goals:**

- Relocate and Expand Holiday Events from the Amphitheater to City Hall encompassing for a two week period – *Strategic Goal: Other Priority Objectives Identified - Expand special events*
- Continue to enhance landscaping as part of the Beautification Program at City Hall, Saxon/Normandy, Howland / 415 – *Strategic Goal: Internal and External Communication - Beautify gateways and key locations*
- Install electronic signs at Saxon/Normandy and Howland/415 – *Strategic Goal: Internal and External Communication - Beautify gateways and key locations*
- Relocation of IT and Parks staff offices within City Hall – *Strategic Goal: Internal and External Communication*
- Update City Hall (painting, carpet replacement, etc.) – *Strategic Goal: Economic Development – Promote Customer Service Environment*
- Funds budgeted City-wide for replacement copy machines from Capital Equipment Fund – *Strategic Goal: Internal and External Communication*

**GENERAL GOVERNMENT**

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

**Key Ongoing Goals:**

- Enhance landscaping at City Hall and VCSO Deltona office to further City beautification (funded by Tree Replacement Fund).
- Replace plastic chairs in Commission Chambers for improved appearance and safety.
- Enhance Holiday beautification around City Hall and throughout City.

**Key Objectives:**

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

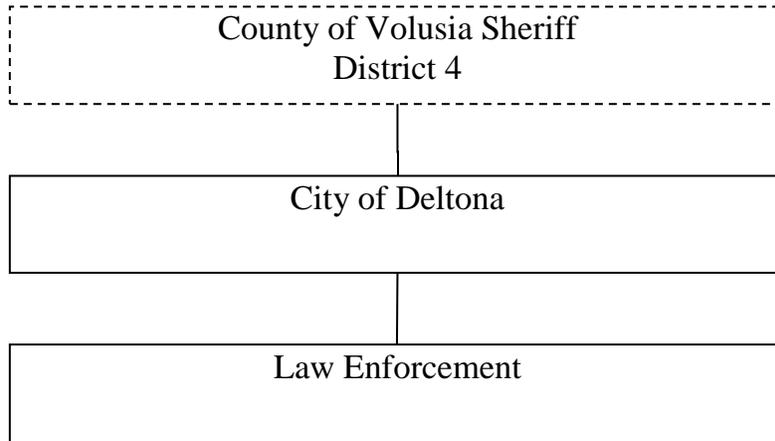
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PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001190 GENERAL FUND - GENERAL GOVERMT							
<a href="#">001190 511200</a> SAL & WAGE	49,956.37	57,541.39	128,079.57	16,753.15	23,000.00	28,500.00	23.9%
<a href="#">001190 511400</a> OVERTIME	.00	.00	106.20	400.95	300.00	300.00	.0%
<a href="#">001190 512100</a> FICA TAX	765.90	3,585.22	9,657.27	1,320.07	2,000.00	2,000.00	.0%
<a href="#">001190 512200</a> RETIRECONT	2,862.74	3,619.59	1,304.83	1,255.78	3,900.00	2,100.00	-46.2%
<a href="#">001190 512300</a> H/D/L INS	1,345.42	1,560.33	50.18	.00	.00	.00	.0%
<a href="#">001190 512400</a> WORKERCOMP	.00	.00	2,249.42	1,242.94	1,600.00	1,100.00	-31.3%
<a href="#">001190 512500</a> UMEMPLOYMT	4,452.58	4,001.00	2,587.86	3,415.20	10,000.00	10,000.00	.0%
<a href="#">001190 523101</a> PROFSVC-OT	.00	.00	25,965.00	.00	.00	.00	.0%
<a href="#">001190 523401</a> OTHR CONTR	9,879.66	17,484.18	25,788.46	21,197.29	26,000.00	26,100.00	.4%
<a href="#">001190 524101</a> COMMUNICAT	242.91	316.62	244.26	196.08	1,200.00	1,500.00	25.0%
<a href="#">001190 524102</a> POSTAGE	36,396.03	39,811.09	35,675.04	35,487.55	40,000.00	40,000.00	.0%
<a href="#">001190 524301</a> UTILITYSVC	141,774.46	149,878.83	160,047.80	117,660.60	157,000.00	157,000.00	.0%
<a href="#">001190 524402</a> R&L E/Q	251,464.00	251,464.00	251,464.00	269,529.44	270,000.00	251,500.00	-6.9%
<a href="#">001190 524501</a> INSUR GEN	537,648.67	500,612.80	541,844.80	557,666.88	563,000.00	610,000.00	8.3%
<a href="#">001190 524602</a> R&M E/Q	13,154.97	29,203.57	4,686.41	6,239.51	7,600.00	7,600.00	.0%
<a href="#">001190 524603</a> R&M BLDG	61,471.35	27,529.76	43,802.61	38,520.18	37,700.00	35,900.00	-4.8%
<a href="#">001190 524610</a> R&M OTHER	14,016.80	12,338.76	7,650.85	16,371.73	14,500.00	14,500.00	.0%
<a href="#">001190 524701</a> PRINT&BIND	1,555.26	2,734.01	1,561.25	891.06	3,000.00	3,000.00	.0%
<a href="#">001190 524900</a> OTHR CURRE	.00	.00	.00	20,011.62	20,000.00	.00	-100.0%
<a href="#">001190 524999</a> OTHER CHAR	659.91	25.00	3,508.03	175.00	.00	.00	.0%
<a href="#">001190 525102</a> FURN & E/Q	.00	1,801.56	5,364.87	19,758.80	18,600.00	6,100.00	-67.2%
<a href="#">001190 525201</a> FUEL&OIL	2,577.03	935.55	1,107.86	692.34	1,200.00	1,200.00	.0%
<a href="#">001190 525203</a> JANISUPPLY	2,242.43	3,536.68	2,889.82	3,000.00	3,000.00	3,500.00	16.7%
<a href="#">001190 525210</a> OPERAT SUP	2,844.42	406.57	2,442.94	41,543.31	47,000.00	28,700.00	-38.9%
<a href="#">001190 525213</a> LANDSCAPIN	.00	.00	883.71	1,012.00	.00	.00	.0%
<a href="#">001190 525400</a> PUB, MEM, TR	5,426.43	.00	.00	.00	.00	.00	.0%
<a href="#">001190 710000</a> DEBT-PRIN	.00	.00	.00	.00	.00	206,000.00	.0%
<a href="#">001190 720000</a> DEBT-INTST	.00	.00	.00	.00	.00	202,000.00	.0%
<a href="#">001190 910109</a> OTO-LOGT	.00	.00	500,000.00	500,000.00	500,000.00	.00	-100.0%
<a href="#">001190 910114</a> OTO-ECOND	.00	.00	1,841,400.00	.00	.00	.00	.0%
<a href="#">001190 910120</a> OTO-LAKECL	.00	.00	.00	.00	.00	60,500.00	.0%
<a href="#">001190 910150</a> OTO-GRANTM	.00	.00	500,000.00	.00	500,000.00	.00	-100.0%
<a href="#">001190 910301</a> OTO-MUNCOM	.00	.00	.00	.00	100,000.00	.00	-100.0%
<a href="#">001190 910302</a> OTO-PARK P	3,000.00	13,500.00	750,000.00	3,500.00	193,500.00	.00	-100.0%
<a href="#">001190 910401</a> OTO-DWOPS	.00	.00	118,000.00	.00	.00	.00	.0%
<a href="#">001190 910501</a> CAPITL-RPL	.00	.00	.00	.00	75,000.00	.00	-100.0%
<a href="#">001190 990419</a> FLEETALLOC	.00	233.32	335.62	87.81	600.00	.00	-100.0%
TOTAL GENERAL FUND - GENERAL	1,143,737.34	1,122,119.83	4,968,698.66	1,677,929.29	2,619,700.00	1,699,100.00	-35.1%

**LAW ENFORCEMENT SERVICES**



LAW ENFORCEMENT							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						
Position Title	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	Pay Grade
Personnel provided through contract with County of Volusia.	79	79	79	79	-	79	Contract
<b>TOTAL</b>	<b>79</b>	<b>79</b>	<b>79</b>	<b>79</b>	<b>-</b>	<b>79</b>	

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

**LAW ENFORCEMENT SERVICES**  
**GOALS, OBJECTIVES, & PERFORMANCE MEASURES**

**FY 15/16 Accomplishments:**

- Contract to remain status quo with a 2.5% increase for normal growth under VCSO Union contract – *Achieved* – *Strategic Goal: Public Safety*
- Increase of 0.5% attributable to additional of leap year day – *Achieved - Leap Day had coverage* – *Achieved* – *Strategic Goal: Public Safety*
- Reduce incidents of residential burglaries and commercial burglaries from previous year – *329 residential burglaries reported in 2014 and 301 in 2015 – a 9% reduction; 34 commercial burglaries reported in 2014 and 33 in 2015 - a 3% reduction* – *Strategic Goal: Public Safety*
- Reduce incidents of vehicle burglaries from previous year – *340 vehicle burglaries reported in 2014 and 353 in 2015 – a 4% increase* – *Strategic Goal: Public Safety*
- Reduce incidents of commercial robbery from previous year – *18 commercial robberies reported in 2014 and 10 in 2015 – a 44% reduction* – *Strategic Goal: Public Safety*
- Reduce incidents of stolen vehicles from previous year – *89 incidents of auto theft reported in 2014 and 104 in 2015 – a 17% increase*– *Strategic Goal: Public Safety*
- Implementation of License Plate Recognition (LPR) system – *Currently in process, as of June 9, 2016 the first of four LPR systems is in the second week of testing and evaluation* – *Strategic Goal: Public Safety*

**FY 16/17 Key Objectives:**

- Reduce incidents of residential burglaries from previous year – *Strategic Goal: Public Safety*
- Reduce incidents of commercial burglaries from previous year – *Strategic Goal: Public Safety*
- Reduce incidents of vehicle burglaries from previous year – *Strategic Goal: Public Safety*
- Reduce incidents of commercial robbery from previous year – *Strategic Goal: Public Safety*
- Reduce incidents of stolen vehicles from previous year – *Strategic Goal: Public Safety*
- Reduce incidents of traffic crashes in top 5 locations from previous year – *Strategic Goal: Public Safety*
- Increased use of LPR's systems – *Strategic Goal: Public Safety*
- Reduce incidents of traffic crashes by 5% from previous year.
- Increase arrest warrant service by 10% from previous year.

**LAW ENFORCEMENT SERVICES**

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

**Key Objectives:**

- Reduce incidents of residential burglaries by 5% from previous year.
- Reduce incidents of commercial burglaries by 5% from previous year.
- Reduce incidents of vehicle burglaries by 5% from previous year.
- Reduce incidents of commercial robbery by 5% from previous year.
- Reduce incidents of stolen vehicles by 5% from previous year.

**Key Performance Measures:**

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

<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
301	299	284
33	33	31
353	322	305
10	3	2
104	43	40
696	1,329	1,262
726	566	595

**DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS**

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

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

**LAW ENFORCEMENT SERVICES**  
**DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

**DEPARTMENTAL ACTIVITY**

<b>INVESTIGATIONS UNIT ACTIVITY</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Cases assigned	591	974	957
Cases completed	593	563	345
Investigation call outs	84	143	99
SA 7-07s filed (Charge Affidavit)	89	93	22
Arrest warrants	38	120	66
Search warrants	34	100	58
Felony arrests	188	238	493
Assist other agencies	35	19	15

<b>JUVENILE INVESTIGATIONS ACTIVITY</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Cases assigned	124	131	170
Cases completed	108	137	142
Investigation call outs	7	2	10
SA 7-07s filed (Charge Affidavit)	10	6	2
Arrest warrants	3	6	1
Search warrants	3	1	1
Felony arrests	22	4	2
Assist other agencies	3	1	0

<b>PATROL UNIT ACTIVITY</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Reports written	11,339	11,107	10,855
Burglary arrests	90	96	83
Narcotics arrests	448	458	336
Felony arrests	1,258	1,179	1,070
Misdemeanor arrests	2,699	2,369	2,225
Warrants served	718	625	539

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 14  
bgnyrpts

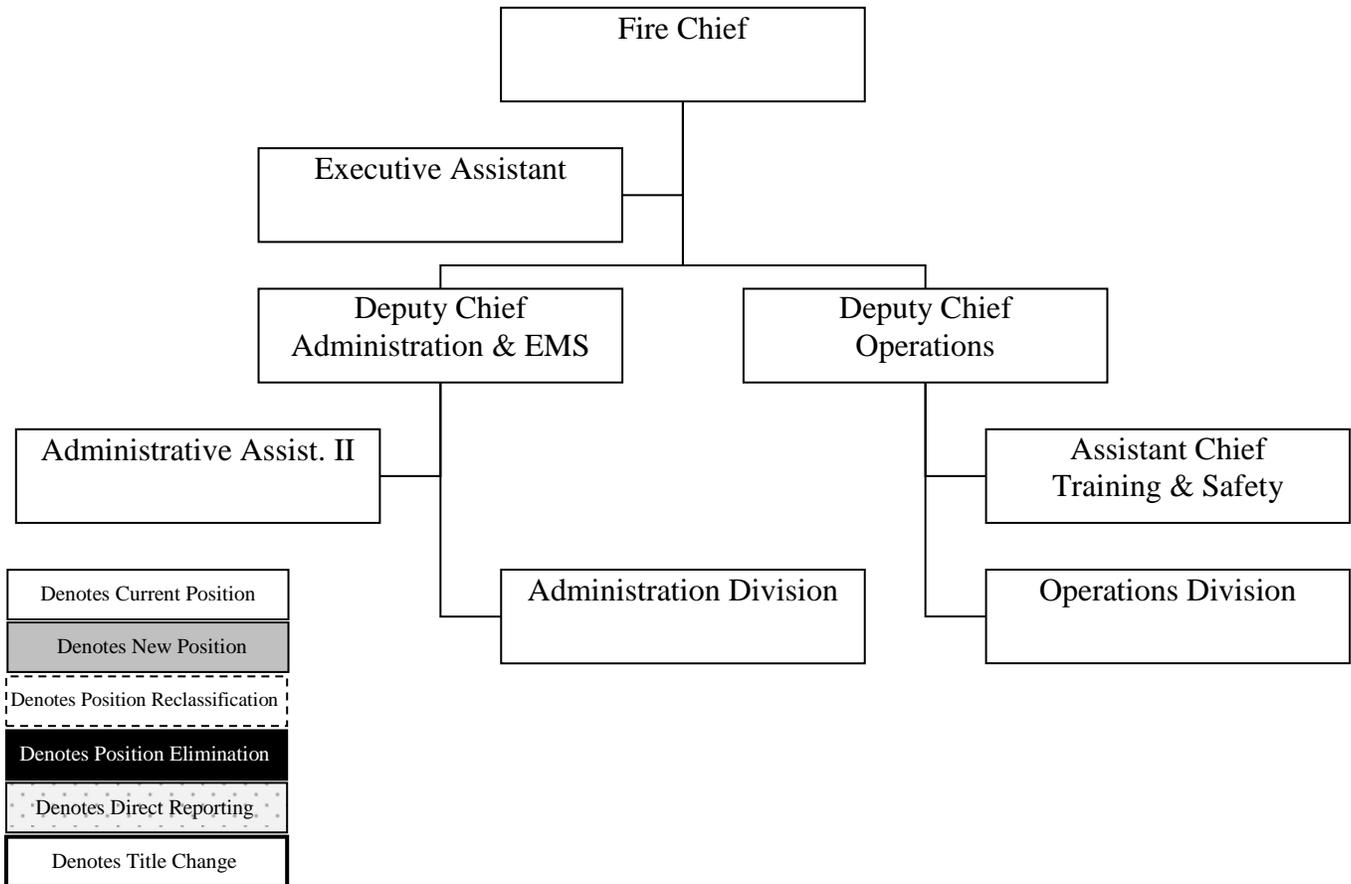
PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001210 GENERAL FUND - LAW ENFORCEMENT							
<a href="#">001210 523401</a> OTHR CONTR	1,384.85	2,166.15	1,184.86	1,969.37	1,800.00	1,900.00	5.6%
<a href="#">001210 523412</a> LAW ENFORC	9,265,406.81	9,594,958.00	9,855,726.00	10,146,594.00	10,147,000.00	10,845,000.00	6.9%
<a href="#">001210 524301</a> UTILITY SVC	22,017.36	21,730.27	21,498.27	17,814.28	22,500.00	22,500.00	.0%
<a href="#">001210 524602</a> R&M E/Q	142.11	.00	297.80	100.00	2,200.00	200.00	-90.9%
<a href="#">001210 524603</a> R&M BLDG	6,513.51	17,655.10	4,179.74	7,244.46	6,800.00	6,800.00	.0%
<a href="#">001210 524610</a> R&M OTHER	.00	.00	.00	.00	200.00	200.00	.0%
<a href="#">001210 524801</a> PROMO ACTI	27,079.00	.00	.00	.00	.00	.00	.0%
TOTAL GENERAL FUND - LAW ENF	9,322,543.64	9,636,509.52	9,882,886.67	10,173,722.11	10,180,500.00	10,876,600.00	6.8%

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**FIRE / RESCUE DEPARTMENT OVERVIEW**



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

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

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

**FY 15/16 Key Accomplishments:**

- Review enhancement of City's level of EMS response to include the expansion of patient transport – *Review anticipated to be complete in September, 2016 - PLUS Agreement is in final draft awaiting agreement of Union to move forward; other agreements being reviewed for relevance; new rescue currently in-service giving Deltona 3 transport capable vehicles to enhance transport capabilities – Strategic Goal: Public Safety*
- Maintain department infrastructure as it relates to accepted replacement schedule – *Expected Delivery of new engine 10/2016; Purchased third Rescue in April, 2016; replacement schedule established to purchase one large apparatus every other year to avoid multiple large apparatus purchases in the same fiscal year; implementing the replacement schedule results in anticipated reduced projected capital outlay over the next 5 years – Strategic Goal: Fiscal Issues*
- Oversight of Fire Inspectors in order to function more closely with mission of the Fire Department – *Oversite transferred to Fire Chief in August 2015; oversight is limited due to physical logistics. The Fire Chief is reviewing if it is more beneficial to physically be at City Hall or at the Fire Department – Strategic Goal: Public Safety*
- Budget included known retirements – *Employee retired in October 2015, pay-out processed – Strategic Goal: Fiscal Issues*
- \$250,000 to pay down unfunded pension liability – *Frozen amount increased to pay down unfunded pension liability – Strategic Goal: Fiscal Issues*
- Continue to pursue lowering the department's ISO rating while remaining fiscally responsible and providing continuity of response – *On-going pursuit to lower the City's Insurance Services Organization Fire Service rating. Currently a 4/9, the City has an above average rating as a whole. We are scheduled for a 2016 review by ISO and are awaiting contact from ISO to schedule review – Strategic Goal: Public Safety*
- Installation of Phase 3 of City-wide traffic interruption system (Opticom) – *Completed total of 10 intersections as of February 2016 – Strategic Goal: Public Safety*
- Installation of 2 exhaust removal systems (FS62 / FS63) – *Completed – Strategic Goal: Public Safety*
- Replaced Mobile Data Terminals for all emergency response units and includes e-PCR – *Completion anticipated July 2016 with a total of 18 MDT's replaced; 4 e-PCR Tablets were also purchased as part of this project to enhance the billing aspect of EMS transport – Strategic Goal: Public Safety*

**FY 16/17 Key Goals:**

- Review enhancement of City's level of EMS response to include the expansion of patient transport PLUS program and prepare a medical transport cost-benefit analysis – *Strategic Goal: Public Safety – Pursue the ability of the City to be able to provide medical transport*
- Maintain department infrastructure as it relates to accepted replacement schedule and purchases of outdated Equipment – *Strategic Goal: Public Safety*
- Complete the installation of the ventilation system FS61 and FS64 – *Strategic Goal: Public Safety*
- Implement Phase IV of the Traffic Interruption System finishing all central traffic lights throughout the City which completes most of the City leaving only the outskirts remaining – *Strategic Goal: Public Safety*
- Further expansion of the Community Safety and Education Outreach Program – *Strategic Goal: Internal and External Communication; Strategic Goal: Public Safety*
- Continue to pursue maintaining or lowering the department's ISO rating while remaining fiscally responsible and continuing to provide continuity of response – *Strategic Goal: Public Safety*

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

**FY 16/17 Key Goals (Continued):**

- Implement the startup of a Volunteer Reserve Program to help augment all aspects of fire services – *Strategic Goal: Public Safety*
- Partial over-promote one Engineer per shift to help minimize overtime and provide for more supervision and flexibility with working out of classification – *Strategic Goal: Other Priorities Objectives Identified – Employee Development and Training (Succession Planning)*
- Budget includes known retirements – Only one retirement anticipated in FY 16/17; however, there are 5 employees who have 25 years or more of service and could leave at any time – *Strategic Goal: Public Safety*
- Review Emergency Management Plan – *Strategic Goal: Public Safety*
- Prepare a fire assessment fee cost-benefit analysis – *Strategic Goal: Public Safety*

**Key Ongoing Goals:**

- Enhancement of City's level of EMS response to include possible expansion of patient transport – *Strategic Goal: Public Safety*
- Continue Dialog with Volusia County Officials and staff, Address Mutual Aid agreements, Contingency PLUS agreements, and other shared interests – *Strategic Goal: Public Safety*
- Re-instate the position of EMS Assistant Chief – *Strategic Goal: Public Safety*
- Align department facilities for uniformity with City goals of beautification and appearance.

**Key Objectives:**

- Improve and enhance our EMS Service and transport capabilities
- Maintain the NFPA response time to Structural fires and immediately mitigate these events to reduce the loss of life and property.
- Continue dialog with County and surrounding municipal staff to refine the mutual aid and closest unit response program with neighboring jurisdictions– *Strategic Goal: Public Safety*
- Use new position to improve operations, safety and efficiencies – *Strategic Goal: Public Safety*
- Ensure personnel are highly trained to provide Emergency Medical Care and mitigate fire emergencies – *Strategic Goal: Public Safety*

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

<b>Key Performance Measures: (Continued)</b>	<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
<ul style="list-style-type: none"> <li>Maintain the City’s ISO rating</li> </ul>	4	<=4	<=4
<ul style="list-style-type: none"> <li>Maintain response time to structural fires (1<sup>st</sup> Unit on Scene)</li> </ul>	<7:00 Min.	<7:00 Min.	<6:30 Min.
<ul style="list-style-type: none"> <li>Maintain minimum ISO training requirements</li> </ul>	20 Hours Per Month	20 Hours Per Month	20 Hours Per Month
<ul style="list-style-type: none"> <li>Special Operation Team training and proficiency testing to maintain State LTRT (Light Technical Rescue Team) 532 designation</li> </ul>			Maintain minimum 1,584 hours per year.
<ul style="list-style-type: none"> <li>Continue to refine and integrate fire department-based EMS transport units into the overall EMS system in Volusia County.</li> </ul>	Continue working with County	Continue Contingency and primary transports	Continue Contingency and primary transports
<ul style="list-style-type: none"> <li>Monitor the upward trend of fire based transports</li> </ul>	61 Transports	100 Transports	100 Plus Transports
<ul style="list-style-type: none"> <li>Pre-incident planning and inspections</li> </ul>	952 pre-incident plans completed	Maintain quarterly pre-incident planning	Maintain quarterly pre-incident planning
<ul style="list-style-type: none"> <li>Smoke detector installation program, compare and track numbers from previous years</li> </ul>		Development of new tracking system for request and installations	Continue Program
<ul style="list-style-type: none"> <li>Hydrant maintenance program</li> </ul>	1,227 hydrants inspected	Maintain all City Hydrants	Maintain all City Hydrants
<ul style="list-style-type: none"> <li>Community Public Education Programs (CPR, First Aid, Fire Extinguisher, Car Seats)</li> </ul>	173.5 contact hours and 335 students seen	Continue to track request, classes held and Quality Assurance program.	Maintain existing programs

**FIRE / RESCUE SERVICES DEPARTMENT****DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS**

During the second quarter of 2015 the fire department experienced a change in the leadership for the organization. In May 2016, we look forward to welcoming our new Fire Chief Bill Snyder. Chief Snyder comes to us with over 30 years of experience, with 27 years serving the citizen of Deltona.

In 2015, the Fire Department responded to 9,256 alarms inside the city and offered aid outside of the city for 352 alarms. Of those alarms 7,031 were medical calls with 4,232 Basic Life Support (BLS) and 2,799 Advanced Life Support (ALS). The remaining calls fell into the class of structure fires, motor vehicle crashes, hazardous materials events or other service calls.

The Deltona Fire Department continues to work within the Volusia County EMS Contingency Transport program. This program allows Deltona Fire Department Rescue the ability to transport EMS patients based upon certain EMS protocol criteria and due to unavailable EVAC units. Deltona Fire Department transported patients to area hospitals 61 times during 2015, realizing revenue from billing in the amount of \$9,479.83. The Fire Department takes pride in our Emergency Medical Services (EMS). We work diligently to provide the highest quality care for our citizens.

The Training & Safety Division provides a focused effort to ensure that the department complies with specific local, state, and federal training and safety mandates. The Training & Safety Division conducts several training sessions on a rotating basis throughout the year. On-duty firefighters completed a total of 14,107 hours of fire-based continuing education training. This is an average of 193 hours per person per year or just over 16 hours of training per month.

During 2015 the Fire Department took an aggressive stance on public relations and community education. In 2015, the Fire Department delivered fire safety presentations to over 169 locations including schools, workplaces, residential facilities, and community organization. We participated in 102 events, which included parades, non-profit organizations and church events. We also displayed apparatus at schools for career and military days.

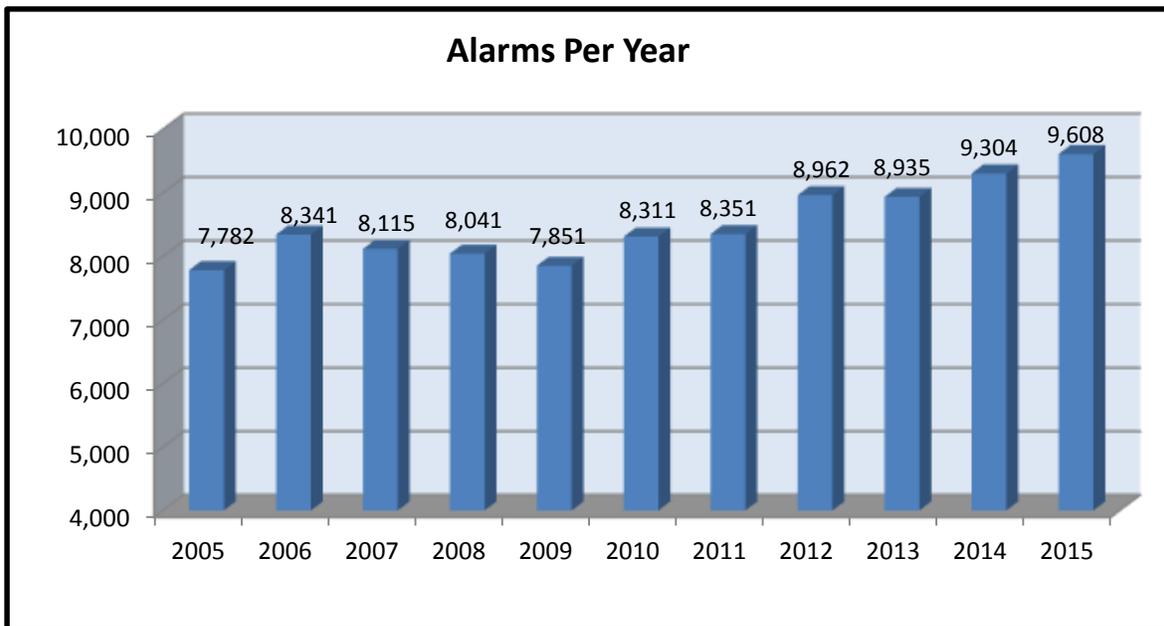
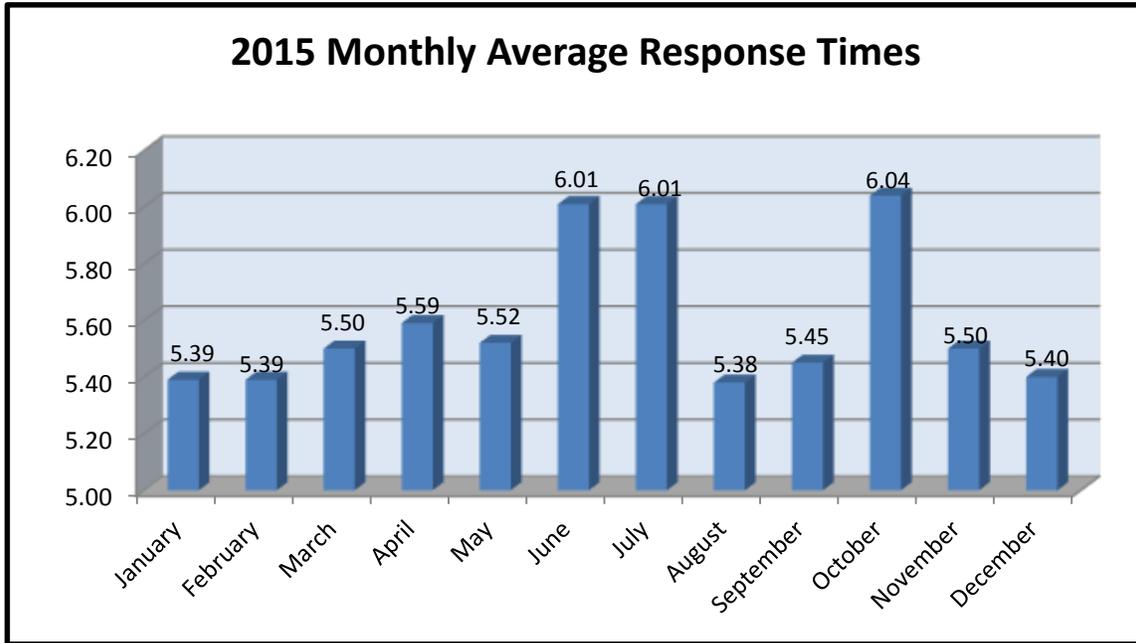
Deltona's elementary school children make up the greatest number of residents reached. This occurred during Fire Prevention Month this past October. The Deltona Fire Department performed 30 presentations and reached over 3,600 children and teachers.

In November, the Deltona Fire Department held its 31st Annual Open House & Safety Day event. This event attracted over 3,000 residents and involved various demonstrations, raffles, face painting and food.

The amount of service calls the Deltona Fire Department responds to have been steadily increasing since the year 2009. In 2015 the Deltona Fire department continues to increase in call volume compared to the previous year alone. In total we responded to 9,608 calls throughout the year. The department has been able to maintain excellent average response times.

The average response time for 2015 was five minutes, fifty nine seconds.

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



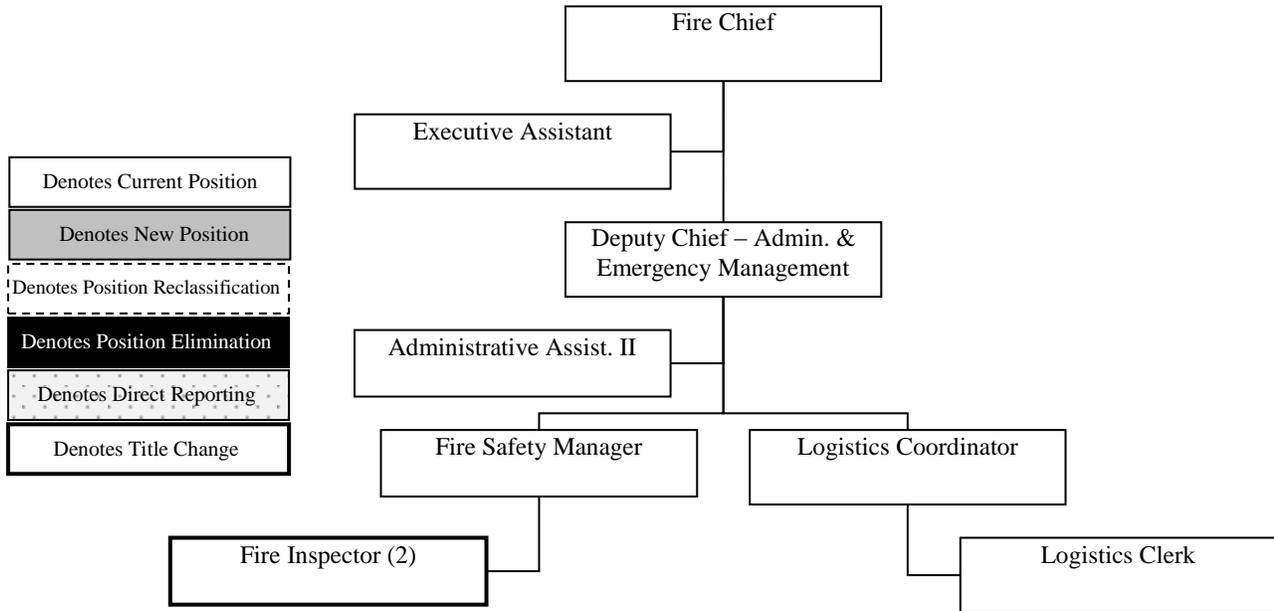
Fire / Rescue Services

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$4,341,993	\$4,542,193	\$ 4,869,881	\$ 4,903,300
Overtime	532,057	575,720	593,900	594,300
Other Pay	21,201	22,330	23,500	23,500
Benefits and Taxes	2,436,416	2,846,929	2,995,600	2,909,400
<b>Total Personal Service Costs</b>	<b>7,331,667</b>	<b>7,987,172</b>	<b>8,482,881</b>	<b>8,430,500</b>
<b>Operating Expenditures</b>	<b>1,012,753</b>	<b>1,010,307</b>	<b>1,321,500</b>	<b>1,409,300</b>
<b>Capital Transfers/Outlay:</b>				
Transfers to Replacement Equipment Fund	379,000	479,000	479,000	479,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$8,723,420</b>	<b>\$9,476,479</b>	<b>\$10,283,381</b>	<b>\$10,318,800</b>
<b>Staffing:</b>				
Full-Time	77	77	80	80
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 105	\$ 9,640	\$ 28,500	\$ 27,500
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	14,295	12,237	42,300	23,200
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	634	1,140	5,500	4,500
5241 - Communications and Freight Services	2,360	1,638	3,800	3,900
5243 - Utility Services	68,523	71,800	71,600	68,900
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	164,039	122,140	170,800	160,900
5247 - Printing and Binding	1,841	881	2,300	2,300
5248 - Promotional Activities	11,839	9,722	20,200	14,200
5249 - Other Current Charges	40,715	45,664	55,400	56,700
5251 - Office Supplies	23,915	18,083	24,500	23,000
5252 - Operating Supplies	347,087	316,541	430,300	413,200
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	20,146	36,562	56,400	71,400
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	220,113	253,999	301,900	342,600
9904 - Fleet Maintenance - Allocated Costs	97,141	110,260	108,000	197,000
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$ 1,012,753</b>	<b>\$ 1,010,307</b>	<b>\$ 1,321,500</b>	<b>\$ 1,409,300</b>

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**FIRE / RESCUE SERVICES DEPARTMENT  
ADMINISTRATION DIVISION**



ADMINISTRATION DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Position Title	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	FY 16/17	Pay Grade
Fire Chief	1	1	1	1	-	1	130
Deputy Fire Chief	2	2	2	2	-	2	127
Fire Training Officer	1	1	1	1	-	1	124
Fire Safety Manager	-	-	1	1	-	1	121
Executive Assistant	1	1	1	1	-	1	113
Logistics Manager	1	-	-	-	-	-	
Logistics Coordinator	-	1	1	1	-	1	113
Fire Inspector	-	-	2	2	-	2	110
Administrative Assistant II	1	1	1	1	-	1	109
Logistics Clerk	1	1	1	1	-	1	104
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>11</b>	<b>11</b>	<b>-</b>	<b>11</b>	

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

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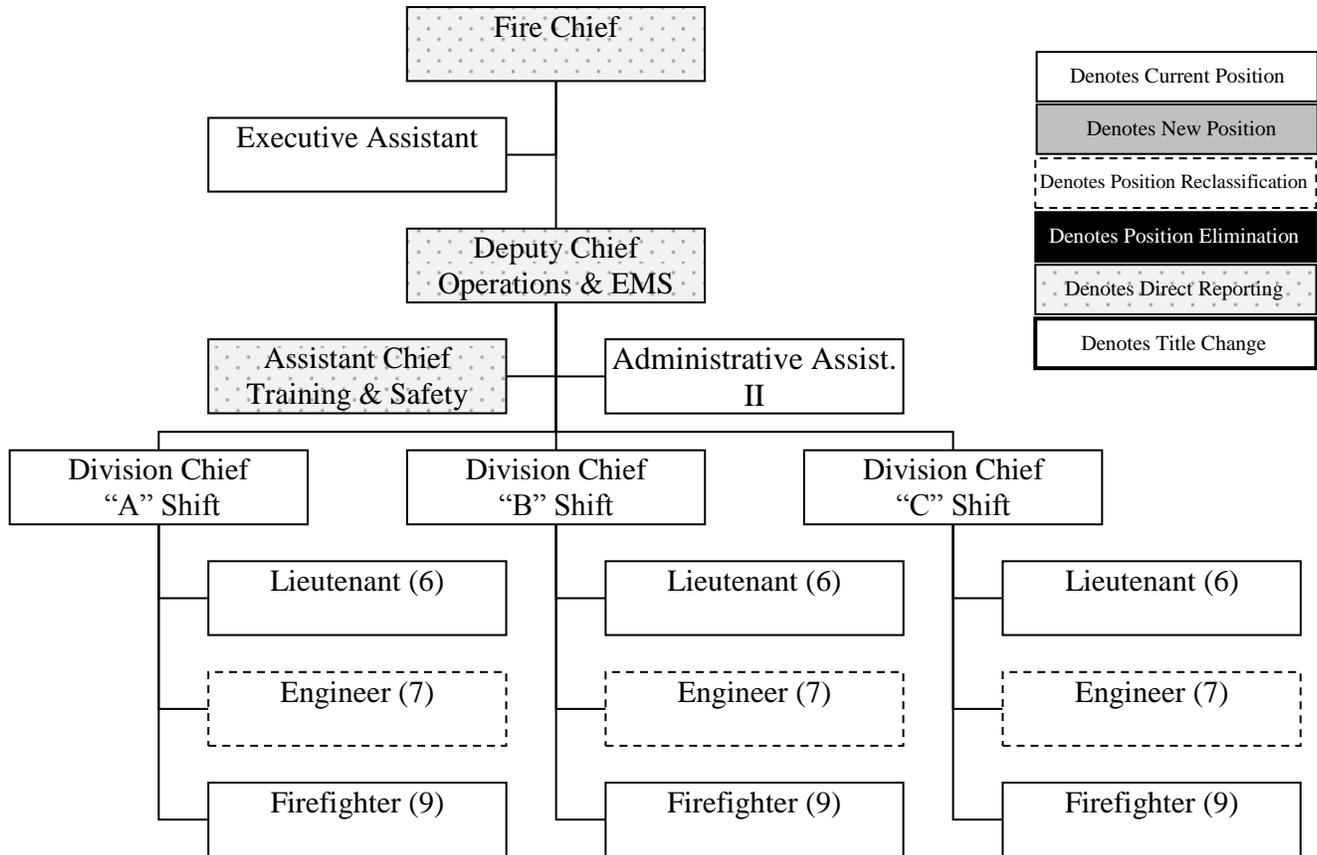
PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001221 GENERAL FUND - FIRE ADMINISTRA							
<a href="#">001221 511200</a>	SAL & WAGE	517,152.05	503,156.20	630,744.06	558,989.01	573,100.00	714,100.00 24.6%
<a href="#">001221 511400</a>	OVERTIME	2,870.74	1,782.22	1,856.99	2,163.58	3,800.00	4,200.00 10.5%
<a href="#">001221 511500</a>	SPECIALPAY	4,010.00	3,481.30	4,920.00	3,800.33	5,300.00	5,300.00 .0%
<a href="#">001221 512100</a>	FICA TAX	38,041.28	37,640.03	47,353.50	39,931.29	49,200.00	51,000.00 3.7%
<a href="#">001221 512200</a>	RETIRECONT	76,878.38	70,509.66	63,593.22	57,660.74	58,300.00	64,000.00 9.8%
<a href="#">001221 512300</a>	H/D/L INS	74,041.59	65,852.84	79,472.77	104,973.72	135,000.00	144,600.00 7.1%
<a href="#">001221 512400</a>	WORKERCOMP	12,925.49	11,376.43	11,757.54	13,595.01	17,500.00	15,700.00 -10.3%
<a href="#">001221 523101</a>	PROFSVC-OT	14,850.00	.00	.00	.00	.00	2,500.00 .0%
<a href="#">001221 523401</a>	OTHR CONTR	40.00	49.60	80.00	24,145.00	20,100.00	200.00 -99.0%
<a href="#">001221 523404</a>	SW/NW MTNC	.00	.00	22.43	.00	.00	.00 .0%
<a href="#">001221 523405</a>	MOW&LITTER	1,105.00	1,260.00	1,014.00	1,000.00	1,700.00	1,700.00 .0%
<a href="#">001221 524001</a>	TRAV&PERDM	2,434.97	155.41	546.25	1,829.00	3,500.00	2,500.00 -28.6%
<a href="#">001221 524101</a>	COMMUNICAT	2,753.00	1,842.12	1,119.14	1,102.81	3,000.00	3,100.00 3.3%
<a href="#">001221 524301</a>	UTILITYSVC	2,985.61	2,786.32	3,440.41	2,678.00	3,600.00	3,600.00 .0%
<a href="#">001221 524601</a>	R&M VEHICL	4,231.03	39.99	96.44	.00	.00	.00 .0%
<a href="#">001221 524602</a>	R&M E/Q	1,181.55	2,585.74	1,915.85	1,000.00	1,800.00	1,800.00 .0%
<a href="#">001221 524603</a>	R&M BLDG	4,235.30	8,300.83	5,101.92	13,642.88	13,400.00	10,500.00 -21.6%
<a href="#">001221 524701</a>	PRINT GEN	1,008.60	.00	.00	143.49	500.00	500.00 .0%
<a href="#">001221 524801</a>	PROMO ACTI	606.39	214.75	102.36	39.95	500.00	500.00 .0%
<a href="#">001221 524901</a>	RECOG	39.95	90.80	631.07	.00	1,000.00	1,000.00 .0%
<a href="#">001221 524910</a>	BACK/PHYS	2,089.04	2,075.64	1,780.00	1,575.00	2,000.00	2,500.00 25.0%
<a href="#">001221 524912</a>	EMERG MGMT	.00	532.40	.00	.00	.00	.00 .0%
<a href="#">001221 524999</a>	OTHER CHAR	.00	1,650.00	.00	.00	.00	.00 .0%
<a href="#">001221 525101</a>	OFFICE SUP	2,403.84	3,462.27	5,362.38	4,558.20	3,500.00	3,500.00 .0%
<a href="#">001221 525102</a>	FURN & E/Q	867.27	2,833.47	212.88	2,503.70	2,800.00	4,500.00 60.7%
<a href="#">001221 525201</a>	FUEL&OIL	8,986.91	9,534.33	7,721.83	11,699.78	9,500.00	10,200.00 7.4%
<a href="#">001221 525202</a>	TOOL & E/Q	87.80	77.91	254.02	1,215.75	1,000.00	1,000.00 .0%
<a href="#">001221 525203</a>	JANISUPPLY	.00	.00	193.20	.00	.00	.00 .0%
<a href="#">001221 525204</a>	BUNKERGEAR	3,938.48	.00	867.38	436.29	1,300.00	1,000.00 -23.1%
<a href="#">001221 525205</a>	MED SUPPLI	1,235.30	.00	.00	.00	.00	.00 .0%
<a href="#">001221 525206</a>	UNIFORMS	1,445.66	2,098.93	1,508.46	3,608.55	4,000.00	6,500.00 62.5%
<a href="#">001221 525208</a>	COMPUT S/W	.00	.00	.00	.00	100.00	.00 -100.0%
<a href="#">001221 525210</a>	OPERAT SUP	238.61	360.11	1,404.65	296.74	1,000.00	800.00 -20.0%
<a href="#">001221 525400</a>	PUB, MEM, TR	7,596.92	4,458.50	3,915.90	7,766.46	10,200.00	8,200.00 -19.6%
<a href="#">001221 910501</a>	CAPITL-RPL	379,000.00	379,000.00	479,000.04	439,083.37	479,000.00	479,000.00 .0%
<a href="#">001221 990131</a>	IT - Costs	231,547.47	220,112.51	253,999.44	276,741.63	301,900.00	342,600.00 13.5%
<a href="#">001221 990419</a>	FLEETALLOC	.00	9,646.40	3,528.62	6,576.20	3,000.00	5,000.00 66.7%
TOTAL GENERAL FUND - FIRE AD	1,400,828.23	1,346,966.71	1,613,516.75	1,582,756.48	1,710,600.00	1,891,600.00	10.6%

**FIRE / RESCUE SERVICES DEPARTMENT**

**OPERATIONS DIVISION**



OPERATIONS DIVISION							
<b>PERSONAL SERVICES SCHEDULE:</b>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Division Commander	3	3	3	3	-	3	Union
Lieutenant	18	18	18	18	-	18	Union
Engineer	15	18	18	18	3	21	Union
Firefighter	33	30	30	30	(3)	27	Union
<b>TOTAL</b>	<b>69</b>	<b>69</b>	<b>69</b>	<b>69</b>	<b>-</b>	<b>69</b>	

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

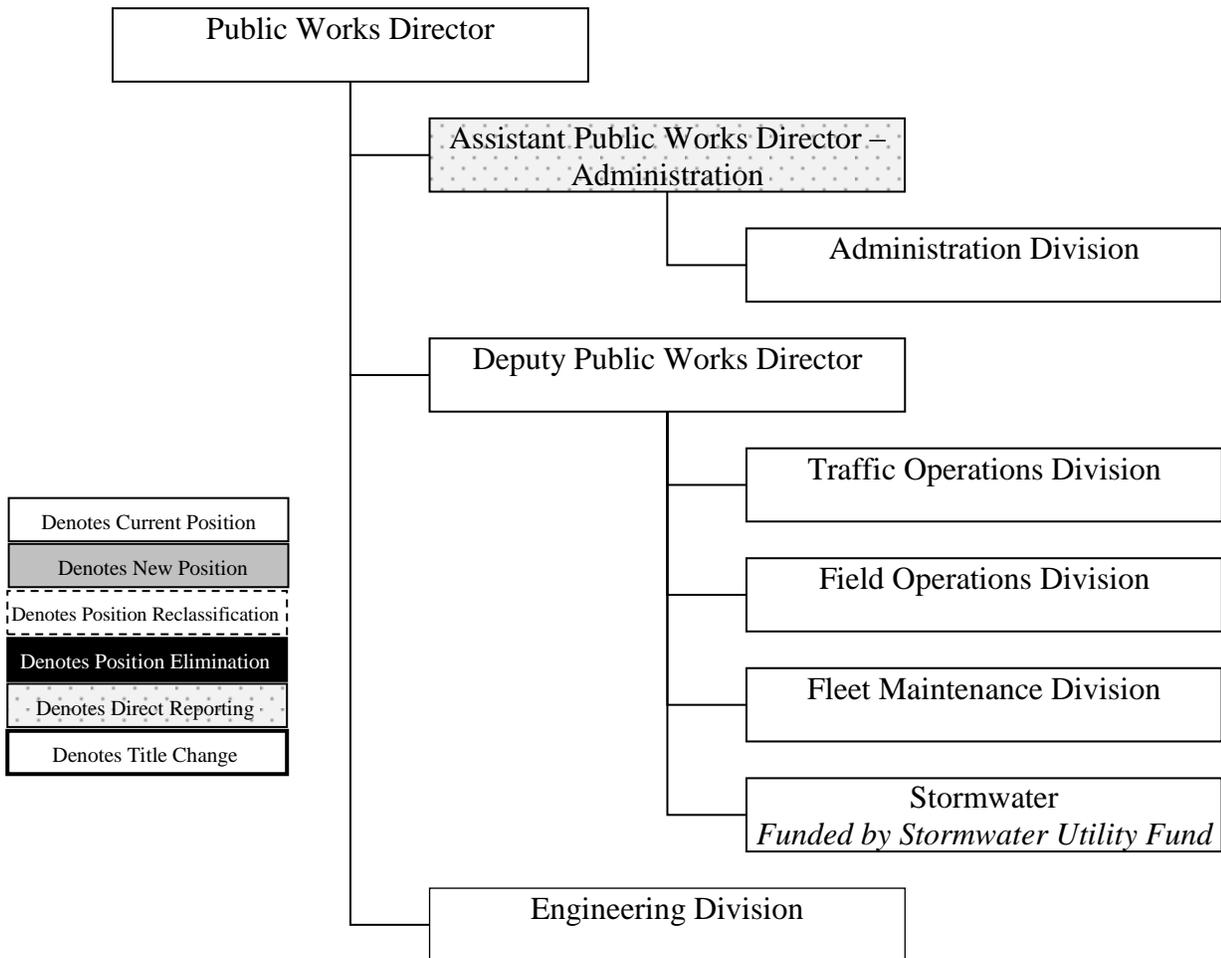
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PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001222 GENERAL FUND - FIRE OPERATIONS							
<a href="#">001222 511200</a> SAL & WAGE	3,854,999.30	3,838,837.12	3,911,449.20	4,035,881.61	4,209,700.00	4,189,200.00	- .5%
<a href="#">001222 511400</a> OVERTIME	277,584.90	530,274.81	573,862.75	505,150.21	590,100.00	590,100.00	.0%
<a href="#">001222 511500</a> SPECIALPAY	18,132.97	17,720.00	17,410.00	17,251.65	18,200.00	18,200.00	.0%
<a href="#">001222 512100</a> FICA TAX	296,783.11	314,127.12	327,523.40	318,708.93	327,800.00	332,900.00	1.6%
<a href="#">001222 512200</a> RETIRECONT	1,102,967.18	1,137,359.41	1,430,587.46	1,419,526.96	1,450,300.00	1,244,700.00	-14.2%
<a href="#">001222 512300</a> H/D/L INS	645,615.22	701,769.32	785,219.98	810,716.86	917,800.00	951,100.00	3.6%
<a href="#">001222 512400</a> WORKERCOMP	111,654.20	97,780.88	101,421.54	85,221.56	109,700.00	105,400.00	-3.9%
<a href="#">001222 523101</a> PROFSVC-OT	36,348.80	105.00	9,639.55	28,919.75	28,500.00	25,000.00	-12.3%
<a href="#">001222 523401</a> OTHR CONTR	1,940.00	4,414.40	4,491.48	5,420.00	7,900.00	11,000.00	39.2%
<a href="#">001222 523404</a> SW/NW MTNC	2,765.00	399.00	.00	919.60	4,100.00	2,800.00	-31.7%
<a href="#">001222 523405</a> MOW&LITTER	6,860.00	8,172.00	6,630.00	7,500.00	8,500.00	7,500.00	-11.8%
<a href="#">001222 524001</a> TRAV&PERDM	1,764.01	479.17	594.07	1,670.00	3,000.00	2,000.00	-33.3%
<a href="#">001222 524101</a> COMMUNICAT	724.99	517.72	519.01	1,215.77	800.00	800.00	.0%
<a href="#">001222 524102</a> POSTAGE	.00	.00	.00	-18.02	.00	.00	.0%
<a href="#">001222 524301</a> UTILITYSVC	64,220.31	65,737.18	68,360.00	56,863.80	68,000.00	65,300.00	-4.0%
<a href="#">001222 524601</a> R&M VEHICL	67,029.81	1,806.56	2,335.67	1,170.58	4,300.00	2,500.00	-41.9%
<a href="#">001222 524602</a> R&M E/Q	101,698.40	83,016.73	67,759.34	70,900.86	81,300.00	80,600.00	-.9%
<a href="#">001222 524603</a> R&M BLDG	42,779.40	55,574.96	43,958.92	64,421.73	68,000.00	63,500.00	-6.6%
<a href="#">001222 524604</a> R&M HYDRAN	213.96	213.87	972.36	1,877.37	2,000.00	2,000.00	.0%
<a href="#">001222 524701</a> PRINT GEN	346.15	1,840.62	881.00	702.00	1,800.00	1,800.00	.0%
<a href="#">001222 524801</a> PROMO ACTI	5,972.67	11,623.67	9,619.55	13,868.20	19,700.00	13,700.00	-30.5%
<a href="#">001222 524901</a> RECOG	.00	.00	2,120.00	4,339.52	5,100.00	6,200.00	21.6%
<a href="#">001222 524910</a> EEPHYSICAL	36,689.42	31,434.55	33,741.85	38,795.00	41,500.00	40,500.00	-2.4%
<a href="#">001222 524911</a> AHA CENTER	4,356.80	4,931.94	7,391.55	8,861.82	10,000.00	6,500.00	-35.0%
<a href="#">001222 524999</a> OTHER CHAR	.00	.00	.00	1,625.00	1,800.00	.00	-100.0%
<a href="#">001222 525101</a> OFFICE SUP	1,702.55	1,120.79	2,100.09	1,858.12	2,000.00	2,000.00	.0%
<a href="#">001222 525102</a> FURN & E/Q	7,266.82	16,497.71	10,407.84	8,684.05	16,200.00	13,000.00	-19.8%
<a href="#">001222 525201</a> FUEL&OIL	70,016.75	68,346.90	59,071.86	32,140.12	38,400.00	55,100.00	43.5%
<a href="#">001222 525202</a> TOOL & E/Q	39,919.81	102,637.51	33,745.06	68,591.71	77,100.00	84,100.00	9.1%
<a href="#">001222 525203</a> JANISUPPLY	11,044.57	13,941.50	10,566.89	8,248.42	14,000.00	14,000.00	.0%
<a href="#">001222 525204</a> BUNKERGEAR	48,948.07	33,881.65	72,076.96	92,555.51	104,000.00	61,700.00	-40.7%
<a href="#">001222 525205</a> MED SUPPLI	81,117.57	73,484.10	84,394.29	101,974.04	99,700.00	106,200.00	6.5%
<a href="#">001222 525206</a> UNIFORMS	26,112.27	34,894.17	37,343.58	35,492.34	63,500.00	63,300.00	-.3%
<a href="#">001222 525208</a> COMPUT S/W	399.00	.00	.00	.00	.00	.00	.0%
<a href="#">001222 525210</a> OPERAT SUP	5,542.51	7,830.07	7,392.84	7,010.33	7,800.00	9,300.00	19.2%
<a href="#">001222 525400</a> PUB, MEM, TR	36,025.04	15,686.70	32,645.61	45,284.36	49,300.00	63,200.00	28.2%
<a href="#">001222 990419</a> FLEETALLOC	.00	87,495.26	106,730.71	135,435.69	105,000.00	192,000.00	82.9%
TOTAL GENERAL FUND - FIRE OP	7,009,541.56	7,363,952.39	7,862,964.41	8,038,785.45	8,556,900.00	8,427,200.00	-1.5%

**PUBLIC WORKS DEPARTMENT OVERVIEW**



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

## PUBLIC WORKS DEPARTMENT

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

### GOALS, OBJECTIVES & PERFORMANCE MEASURES

#### **FY 15/16 Accomplishments:**

- Continue 3-laning of Ft. Smith from Howland to SR 415 with targeted completion in FY15/16 – *Final punch list items being addressed – Strategic Goal: Infrastructure*
- Install and enhance landscaping throughout the City – *Sites have been identified and in-house staff is working on potential landscape designs for each location. Plantings are anticipated to begin this fiscal year and continue into next – Strategic Goal: Internal and External Communication*
- Addition of GIS Coordinator under Deltona Water Administration (partial salary under Public Works) to expand on GIS capabilities which will allow the City to transition its infrastructure data into an electronic format for more efficient and cost effective access to information – *Position filled*

#### **FY 16/17 Key Goals:**

- Oversee the Tivoli Improvements Project from Saxon to Providence (Transportation Fund) – *Strategic Goal: Infrastructure – Implement Phase I of the Transportation CIP program*
- Enhance the green spaces, right-of-ways and City owned facilities throughout the City – *Strategic Goal: Public Safety – Focus on the City’s beautification program*
- Addition of a Sign / Inventory technician, City Engineer and an Engineering Intern and review allocation of personnel costs; 20% PW Director in General Fund, +new City Engineer – *Strategic Goal: Economic Development- Promote customer service environment*
- Continue efforts to modify the remainder ADA mats as they become deficient – *Strategic Goal: Public Safety*
- Oversee the evaluation and potential relocation of the Public Works facility to the 122 acre site (Municipal Complex Fund) – *Strategic Goal: Economic Development – Review relocation of existing facilities*

#### **Key Ongoing Goals:**

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

**PUBLIC WORKS DEPARTMENT**

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

**Key Objectives:**

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

**Key Performance Measures:**

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

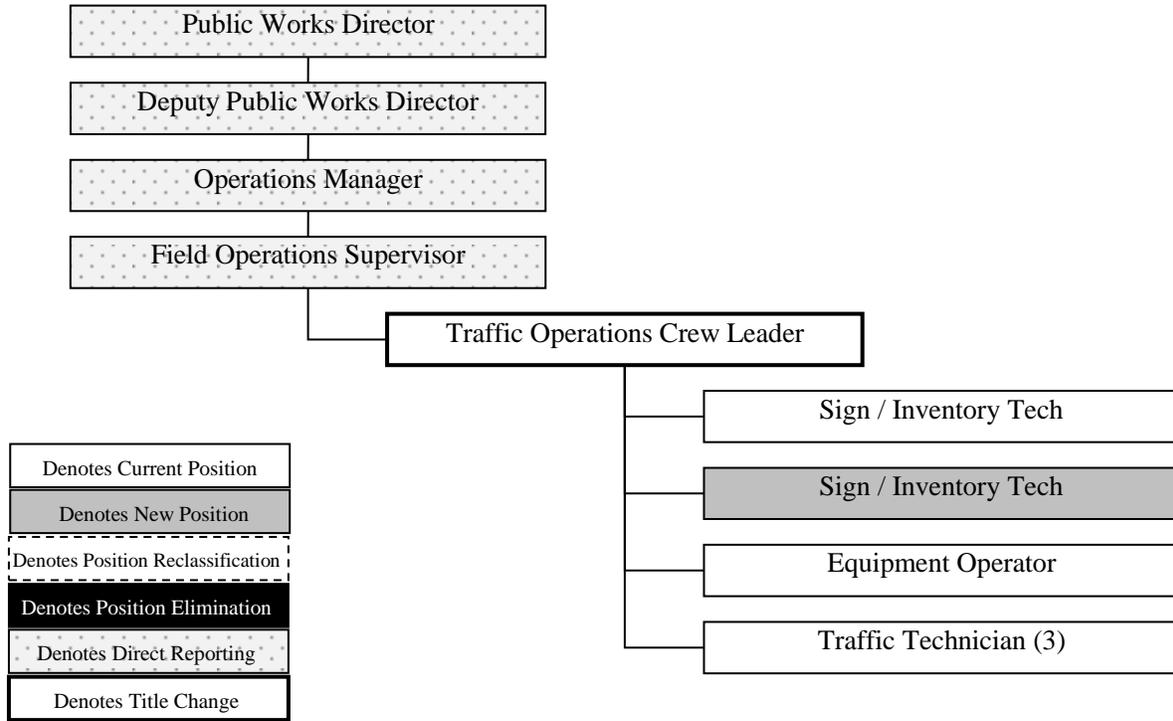
<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
1,587	1,551	1,500
1,700	1,600	1,600
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5.0	6-7	7-9

Public Works

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 840,936	\$ 856,626	\$ 936,793	\$ 1,058,800
Overtime	13,020	13,773	26,300	25,300
Other Pay	6,454	5,356	7,400	7,400
Benefits and Taxes	375,439	408,653	503,400	552,000
<b>Total Personal Service Costs</b>	<b>1,235,849</b>	<b>1,284,408</b>	<b>1,473,893</b>	<b>1,643,500</b>
Operating Expenditures	518,140	479,967	588,100	535,100
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	346,000	346,000	346,000	346,000
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	152,786	369,168	1,077,000	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$2,252,775</b>	<b>\$2,479,543</b>	<b>\$3,484,993</b>	<b>\$2,524,600</b>
<b>Staffing:</b>				
Full-Time	28	29	29	31
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ -	\$ 9,000	\$ 1,000	\$ 1,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	54,347	59,091	77,300	64,600
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	1,488	509	1,500	1,900
5241 - Communications and Freight Services	1,895	2,130	4,200	3,800
5243 - Utility Services	230,426	211,114	205,900	232,200
5244 - Rentals and Leases	2,425	1,625	3,500	3,500
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	328,407	314,479	405,300	385,900
5247 - Printing and Binding	76	163	200	200
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	11,628	14,541	12,000	13,000
5251 - Office Supplies	2,005	1,836	5,100	3,300
5252 - Operating Supplies	127,791	118,455	148,400	108,500
5253 - Road Materials & Supplies	55,994	50,022	66,500	64,500
5254 - Publications, Memberships & Training	4,008	5,268	5,500	10,300
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	49,796	65,849	81,200	86,600
9904 - Fleet Maintenance - Allocated Costs	(352,146)	(374,115)	(429,500)	(444,200)
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$ 518,140</b>	<b>\$ 479,967</b>	<b>\$ 588,100</b>	<b>\$ 535,100</b>

**PUBLIC WORKS DEPARTMENT  
TRAFFIC OPERATIONS DIVISION**



TRAFFIC OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Traffic Operations Crew Leader	1	1	1	1	-	1	111
Sign/Inventory Technician	1	1	1	1	1	2	107
Equipment Operator	1	1	1	1	-	1	107
Traffic Technician	-	3	3	3	-	3	106
Public Works Technician	3	-	-	-	-	-	104
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>1</b>	<b>7</b>	

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

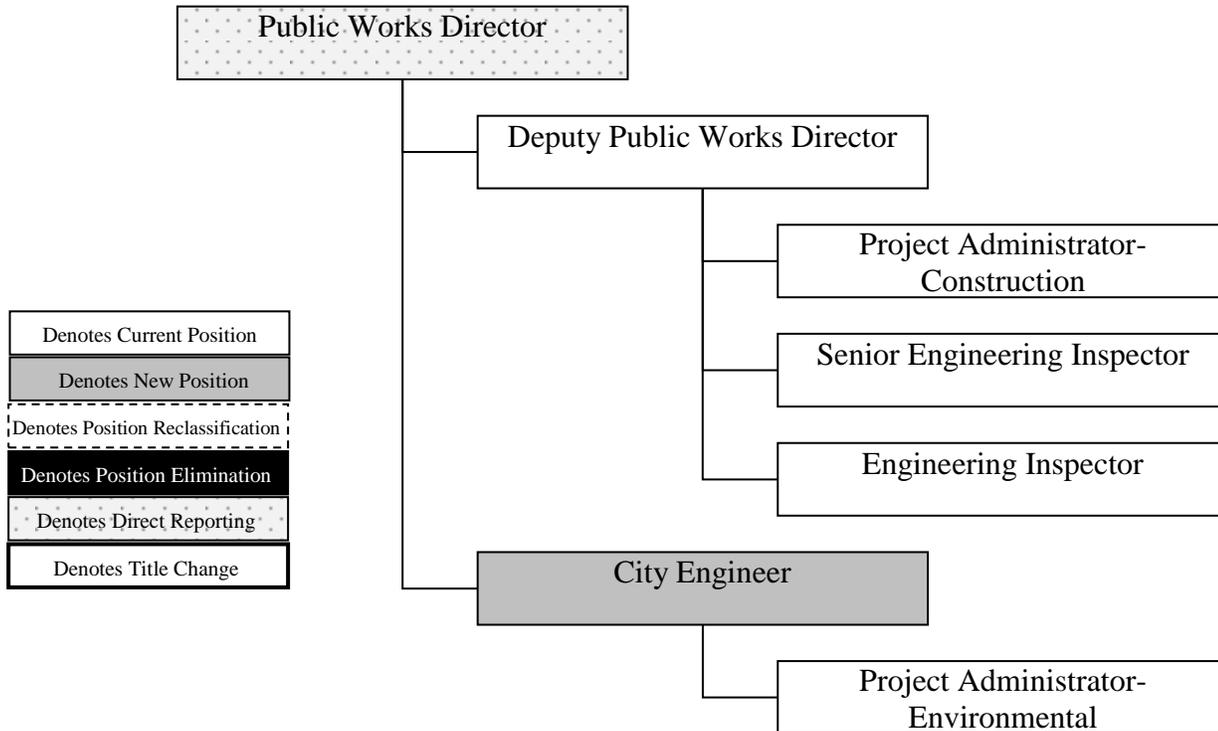
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PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001414 GENERAL FUND - PW TRAFFIC OPS							
<a href="#">001414 511200</a> SAL & WAGE	125,991.72	166,167.12	176,903.62	147,533.95	162,500.00	218,200.00	34.3%
<a href="#">001414 511400</a> OVERTIME	2,648.66	2,851.70	4,583.16	5,294.71	3,400.00	3,800.00	11.8%
<a href="#">001414 511500</a> SPECIALPAY	496.00	252.00	740.00	1,230.00	.00	.00	.0%
<a href="#">001414 512100</a> FICA TAX	9,376.66	12,261.30	13,070.02	10,747.03	13,100.00	15,600.00	19.1%
<a href="#">001414 512200</a> RETIRECONT	7,812.36	11,925.00	13,370.20	11,219.97	13,500.00	16,200.00	20.0%
<a href="#">001414 512300</a> H/D/L INS	41,346.23	51,263.44	60,841.58	60,612.70	70,400.00	93,700.00	33.1%
<a href="#">001414 512400</a> WORKERCOMP	8,066.93	8,461.81	8,792.59	7,380.20	9,500.00	10,000.00	5.3%
<a href="#">001414 523101</a> PROFSVC-OT	800.00	.00	9,000.00	.00	.00	.00	.0%
<a href="#">001414 523420</a> SIGN F&M	38,439.33	44,000.70	39,221.26	57,026.59	57,000.00	44,000.00	-22.8%
<a href="#">001414 524001</a> TRAV&PERDM	11.00	22.00	.00	22.00	100.00	100.00	.0%
<a href="#">001414 524101</a> COMMUNICAT	.00	.00	.00	13.03	.00	.00	.0%
<a href="#">001414 524301</a> UTILITYSVC	3,855.80	3,959.86	4,263.54	3,892.14	5,000.00	5,200.00	4.0%
<a href="#">001414 524302</a> STREETLIGH	164,544.18	171,612.29	168,353.19	141,527.49	163,000.00	170,000.00	4.3%
<a href="#">001414 524402</a> R&L E/Q	.00	274.79	.00	.00	400.00	500.00	25.0%
<a href="#">001414 524602</a> R&M E/Q	.00	.00	1,928.67	664.06	4,000.00	4,000.00	.0%
<a href="#">001414 524610</a> R&M OTHER	.00	4,905.00	1,458.00	4,000.00	4,000.00	4,000.00	.0%
<a href="#">001414 525201</a> FUEL&OIL	16,557.07	21,793.02	19,231.75	11,363.57	13,000.00	18,000.00	38.5%
<a href="#">001414 525202</a> TOOL & E/Q	3,055.29	8,119.93	27,190.06	6,302.21	6,500.00	2,000.00	-69.2%
<a href="#">001414 525206</a> UNIFORMS	1,608.70	1,981.10	2,579.46	3,066.82	2,800.00	4,200.00	50.0%
<a href="#">001414 525210</a> OPERAT SUP	2,708.02	1,696.65	1,351.12	1,500.00	3,000.00	4,500.00	50.0%
<a href="#">001414 525301</a> ROAD MATER	18,217.49	30,955.98	21,727.12	26,500.00	26,500.00	26,500.00	.0%
<a href="#">001414 525400</a> PUB, MEM, TR	60.00	479.00	2,353.00	315.00	1,100.00	1,700.00	54.5%
<a href="#">001414 631001</a> SIDEWALKS	455,681.07	152,786.00	369,168.09	720,000.00	720,000.00	.00	-100.0%
<a href="#">001414 640500</a> EQ&MACHINE	.00	.00	.00	6,900.00	7,000.00	.00	-100.0%
<a href="#">001414 910501</a> CAPITL-RPL	26,000.00	26,000.00	26,000.04	23,833.37	26,000.00	26,000.00	.0%
<a href="#">001414 990419</a> FLEETALLOC	.00	11,680.42	12,004.67	17,658.91	13,000.00	15,800.00	21.5%
TOTAL GENERAL FUND - PW TRAF	927,276.51	733,449.11	984,131.14	1,268,603.75	1,324,800.00	684,000.00	-48.4%

**PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION**



ENGINEERING DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Deputy Public Works Director	1	1	1	1	-	1	127
City Engineer	-	-	-	-	1	1	TBD
Project Admin.-Construction	1	1	1	1	-	1	116
Project Admin.-Environmental	1	1	1	1	-	1	116
Senior Engineering Inspector	1	1	1	1	-	1	111
Engineering Inspector	1	1	1	1	-	1	109
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>1</b>	<b>6</b>	

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

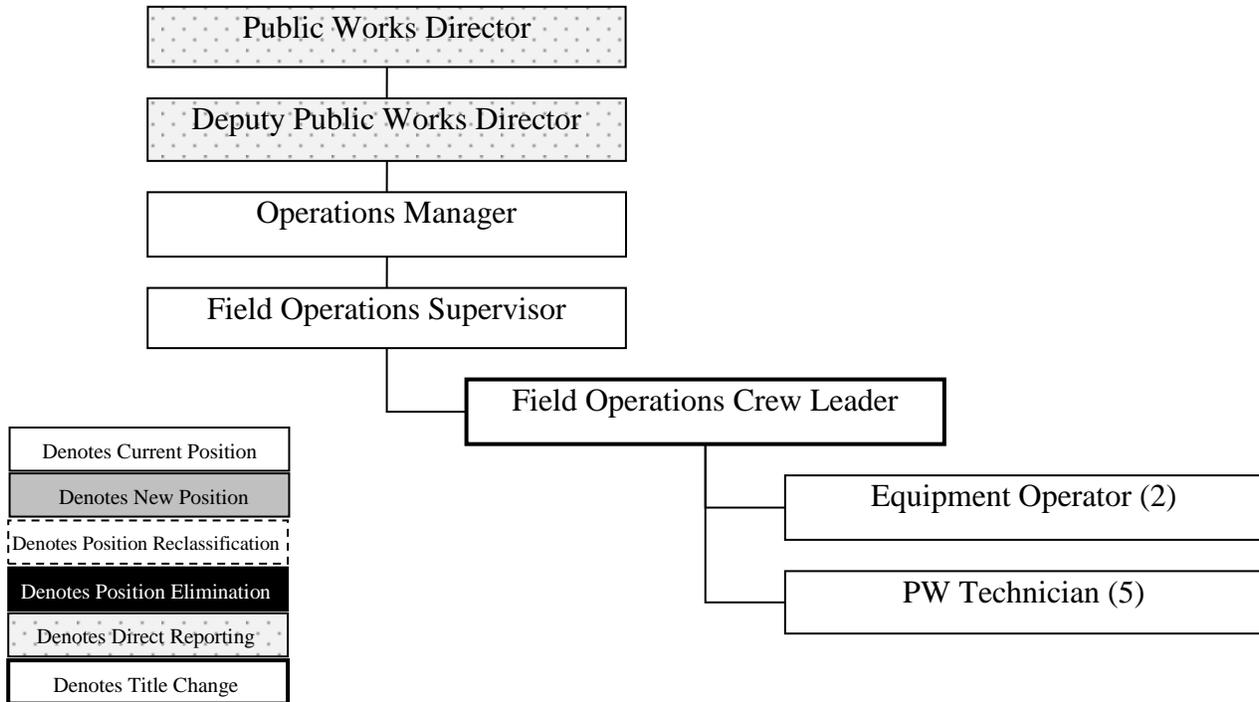
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PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001415 GENERAL FUND - PW ENGIN							
<a href="#">001415 511200</a> SAL & WAGE	74,625.48	71,002.08	75,077.30	84,853.10	90,900.00	145,500.00	60.1%
<a href="#">001415 511400</a> OVERTIME	176.40	1,001.04	346.42	887.20	700.00	1,000.00	42.9%
<a href="#">001415 512100</a> FICA TAX	5,316.94	5,435.54	5,499.00	6,011.20	7,100.00	10,300.00	45.1%
<a href="#">001415 512200</a> RETIRECONT	4,829.79	4,993.28	5,533.11	6,274.82	7,200.00	10,600.00	47.2%
<a href="#">001415 512300</a> H/D/L INS	12,425.65	11,872.48	15,146.67	20,531.82	23,800.00	38,700.00	62.6%
<a href="#">001415 512400</a> WORKERCOMP	2,933.48	1,880.40	1,942.55	2,252.93	2,900.00	3,600.00	24.1%
<a href="#">001415 524001</a> TRAV&PERDM	240.91	.00	290.00	297.10	1,000.00	1,000.00	.0%
<a href="#">001415 524101</a> COMMUNICAT	541.44	396.90	736.17	749.85	2,200.00	1,500.00	-31.8%
<a href="#">001415 525101</a> OFFICE SUP	26.27	301.50	.00	.00	.00	.00	.0%
<a href="#">001415 525201</a> FUEL&OIL	9,213.61	8,943.74	5,727.01	2,942.53	8,000.00	5,000.00	-37.5%
<a href="#">001415 525202</a> TOOL & E/Q	223.14	379.42	368.00	142.87	700.00	1,000.00	42.9%
<a href="#">001415 525206</a> UNIFORMS	752.77	803.78	1,099.47	1,042.05	1,700.00	2,200.00	29.4%
<a href="#">001415 525208</a> COMPUT S/W	.00	810.00	.00	.00	.00	.00	.0%
<a href="#">001415 525210</a> OPERAT SUP	.00	219.32	.00	.00	100.00	100.00	.0%
<a href="#">001415 525400</a> PUB, MEM, TR	799.00	1,162.00	1,479.13	1,135.64	2,500.00	2,800.00	12.0%
<a href="#">001415 990419</a> FLEETALLOC	.00	1,449.09	2,219.57	678.20	1,000.00	1,000.00	.0%
TOTAL GENERAL FUND - PW ENGI	112,104.88	110,650.57	115,464.40	127,799.31	149,800.00	224,300.00	49.7%

**PUBLIC WORKS DEPARTMENT  
FIELD OPERATIONS DIVISION**



FIELD OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Position Title							
Operations Manager	1	1	1	1	-	1	122
Field Operations Supervisor	1	1	1	1	-	1	115
Field Operations Crew Leader	1	1	1	1	-	1	111
Equipment Operator	2	2	2	2	-	2	107
Public Works Technician	5	5	5	5	-	5	104
	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	-	<b>10</b>	

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

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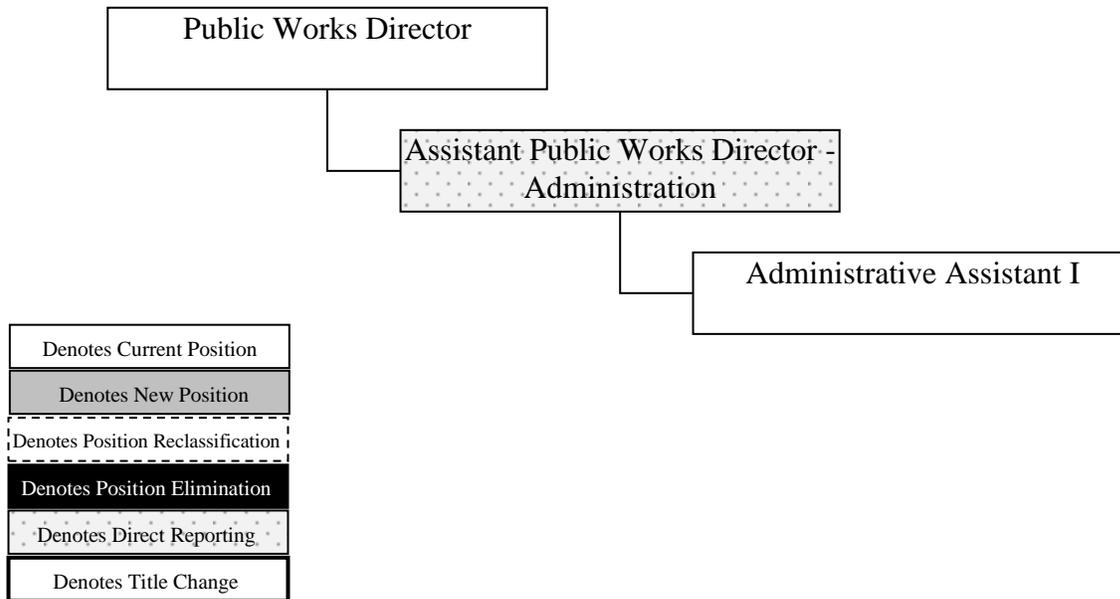
PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001416 GENERAL FUND - PW FIELD OPS							
<a href="#">001416 511200</a> SAL & WAGE	312,922.35	314,912.78	307,377.11	337,611.45	331,100.00	346,000.00	4.5%
<a href="#">001416 511400</a> OVERTIME	7,054.32	4,552.57	4,477.14	3,289.86	9,800.00	9,900.00	1.0%
<a href="#">001416 511500</a> SPECIALPAY	2,338.00	2,808.00	962.00	1,150.00	3,700.00	3,700.00	.0%
<a href="#">001416 512100</a> FICA TAX	23,553.14	24,002.08	23,156.83	24,910.02	24,800.00	25,300.00	2.0%
<a href="#">001416 512200</a> RETIRECONT	22,517.25	25,451.58	26,019.25	28,520.08	29,300.00	30,100.00	2.7%
<a href="#">001416 512300</a> H/D/L INS	80,100.84	85,710.75	89,617.68	102,248.93	117,900.00	121,900.00	3.4%
<a href="#">001416 512400</a> WORKERCOMP	17,784.04	14,197.03	14,722.48	12,352.07	15,900.00	14,300.00	-10.1%
<a href="#">001416 523101</a> PROFSVC-OT	.00	.00	.00	.00	.00	1,000.00	.0%
<a href="#">001416 523401</a> OTHR CONTR	.00	.00	700.91	.00	.00	.00	.0%
<a href="#">001416 523405</a> MOW&LITTER	1,987.00	3,902.00	2,053.00	2,400.00	2,400.00	2,400.00	.0%
<a href="#">001416 523415</a> TREE REMOV	1,590.00	2,730.00	2,069.00	2,000.00	3,000.00	3,000.00	.0%
<a href="#">001416 524101</a> COMMUNICAT	987.89	965.78	810.14	783.64	1,000.00	1,200.00	20.0%
<a href="#">001416 524301</a> UTILITYSVC	50,652.91	41,068.75	23,508.17	20,425.69	22,500.00	40,500.00	80.0%
<a href="#">001416 524402</a> R&L E/Q	811.20	.00	.00	.00	1,000.00	1,000.00	.0%
<a href="#">001416 524602</a> R&M E/Q	989.83	709.38	2,170.18	1,202.40	4,000.00	4,000.00	.0%
<a href="#">001416 524607</a> R&M INFRAS	.00	.00	.00	25,000.00	25,000.00	25,000.00	.0%
<a href="#">001416 524906</a> DUMP FEES	8,040.50	11,628.00	14,541.00	14,200.00	14,600.00	12,500.00	-14.4%
<a href="#">001416 525201</a> FUEL&OIL	48,574.30	50,213.26	28,491.71	20,531.93	10,000.00	31,200.00	212.0%
<a href="#">001416 525202</a> TOOL & E/Q	7,003.68	2,355.06	3,343.11	3,096.66	6,000.00	3,500.00	-41.7%
<a href="#">001416 525206</a> UNIFORMS	3,855.78	3,415.15	3,985.28	4,116.64	4,200.00	6,200.00	47.6%
<a href="#">001416 525210</a> OPERAT SUP	4,224.89	4,384.18	1,165.34	1,500.00	2,000.00	4,500.00	125.0%
<a href="#">001416 525213</a> LANDSCAPIN	10,338.23	11,371.62	9,266.34	19,478.62	33,000.00	11,000.00	-66.7%
<a href="#">001416 525301</a> ROAD MATER	25,951.96	25,038.05	28,294.83	27,973.76	27,400.00	38,000.00	38.7%
<a href="#">001416 525400</a> PUB, MEM, TR	1,234.00	1,029.00	538.00	746.00	800.00	1,900.00	137.5%
<a href="#">001416 630600</a> BEAUTIFI	.00	.00	.00	.00	350,000.00	.00	-100.0%
<a href="#">001416 910501</a> CAPITL-RPL	273,000.00	273,000.00	273,000.00	250,250.00	273,000.00	273,000.00	.0%
<a href="#">001416 990419</a> FLEETALLOC	.00	49,806.90	37,243.78	24,849.46	48,000.00	25,000.00	-47.9%
TOTAL GENERAL FUND - PW FIEL	905,512.11	953,251.92	897,513.28	928,637.21	1,360,400.00	1,036,100.00	-23.8%

**PUBLIC WORKS DEPARTMENT**

**ADMINISTRATION DIVISION**



ADMINISTRATION DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						
Position Title	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	Pay Grade
Public Works Director	1	1	1	1	-	1	131
Administrative Assistant I	1	1	1	1	-	1	107
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>2</b>	

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

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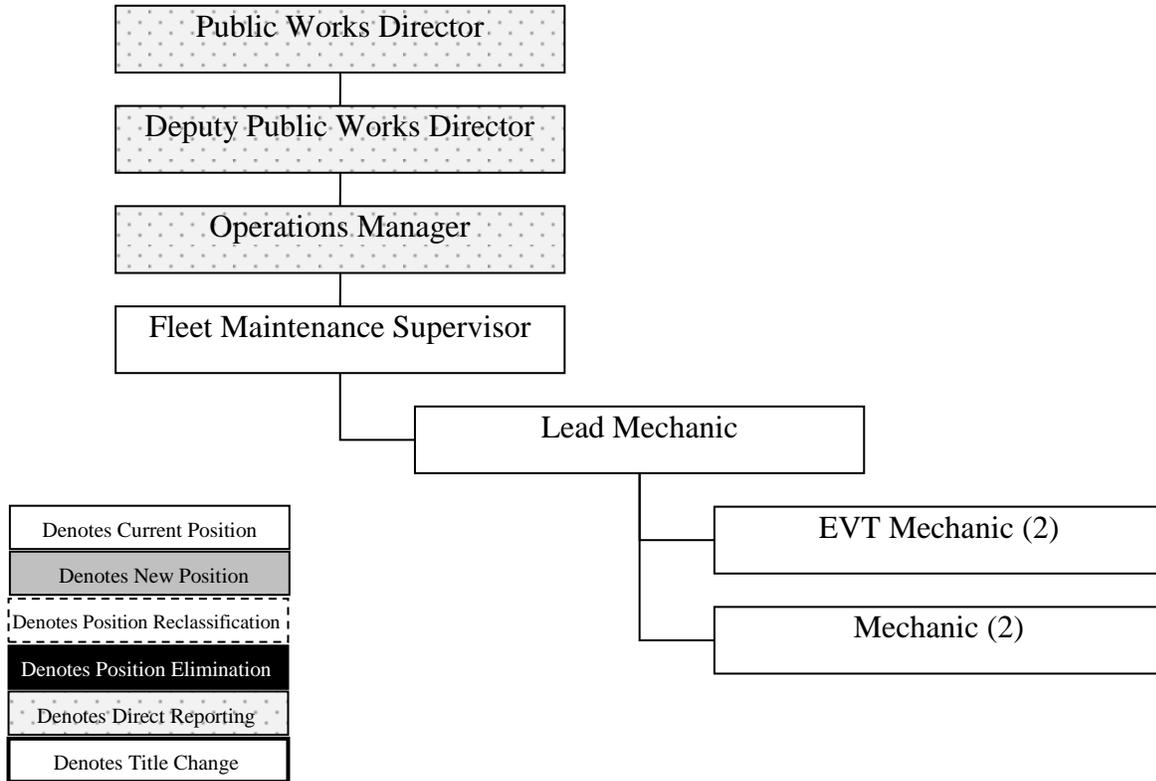
PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001417 GENERAL FUND - PW ADMIN							
<a href="#">001417 511200</a> SAL & WAGE	93,955.88	94,750.14	72,865.30	80,312.02	82,300.00	97,700.00	18.7%
<a href="#">001417 511400</a> OVERTIME	363.37	437.63	.00	250.43	500.00	1,500.00	200.0%
<a href="#">001417 512100</a> FICA TAX	7,069.02	6,933.85	5,236.49	5,914.34	6,200.00	5,800.00	-6.5%
<a href="#">001417 512200</a> RETIRECONT	7,456.85	10,022.00	8,497.11	9,110.74	9,500.00	7,200.00	-24.2%
<a href="#">001417 512300</a> H/D/L INS	11,957.76	13,027.91	10,148.67	15,361.98	17,900.00	20,200.00	12.8%
<a href="#">001417 512400</a> WORKERCOMP	2,475.09	2,162.46	2,249.27	1,864.46	2,400.00	2,400.00	.0%
<a href="#">001417 523401</a> OTHR CONTR	1,600.00	1,600.00	13,981.73	22,500.00	22,500.00	2,700.00	-88.0%
<a href="#">001417 523404</a> SW/NW MTNC	.00	.00	.00	668.25	4,000.00	4,000.00	.0%
<a href="#">001417 524101</a> COMMUNICAT	250.00	120.00	198.90	38.03	500.00	500.00	.0%
<a href="#">001417 524102</a> POSTAGE	.00	.00	9.00	7.67	.00	100.00	.0%
<a href="#">001417 524301</a> UTILITYSVC	12,798.36	13,785.02	14,988.97	11,598.64	15,400.00	16,500.00	7.1%
<a href="#">001417 524602</a> R&M E/Q	259.24	1,663.83	452.82	926.39	4,600.00	4,900.00	6.5%
<a href="#">001417 524603</a> R&M BLDG	5,241.92	2,623.88	1,676.58	7,290.04	9,700.00	4,500.00	-53.6%
<a href="#">001417 524610</a> R&M OTHER	.00	.00	.00	.00	.00	1,000.00	.0%
<a href="#">001417 524701</a> PRINT GEN	.00	75.90	163.20	195.30	200.00	200.00	.0%
<a href="#">001417 524901</a> RECOG	.00	.00	.00	.00	.00	500.00	.0%
<a href="#">001417 525101</a> OFFICE SUP	1,831.48	1,329.57	1,251.71	1,014.71	2,000.00	1,500.00	-25.0%
<a href="#">001417 525102</a> FURN & E/Q	.00	373.64	584.11	388.87	3,100.00	1,800.00	-41.9%
<a href="#">001417 525201</a> FUEL&OIL	854.47	61.55	.00	500.00	500.00	500.00	.0%
<a href="#">001417 525202</a> TOOL & E/Q	.00	.00	.00	381.25	500.00	500.00	.0%
<a href="#">001417 525203</a> JANISUPPLY	1,832.95	1,196.84	1,995.44	2,000.00	2,000.00	2,000.00	.0%
<a href="#">001417 525206</a> UNIFORMS	.00	.00	158.88	171.80	200.00	200.00	.0%
<a href="#">001417 525210</a> OPERAT SUP	.00	120.79	65.00	.00	200.00	700.00	250.0%
<a href="#">001417 525400</a> PUB, MEM, TR	.00	75.00	194.00	194.00	400.00	2,500.00	525.0%
<a href="#">001417 990131</a> IT - Costs	56,766.48	49,796.22	65,848.54	74,433.37	81,200.00	86,600.00	6.7%
TOTAL GENERAL FUND - PW ADMI	204,712.87	200,156.23	200,565.72	235,122.29	265,800.00	266,000.00	.1%

**PUBLIC WORKS DEPARTMENT**

**FLEET MAINTENANCE DIVISION**



FLEET MAINTENANCE DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Fleet Maintenance Supervisor	1	1	1	1	-	1	115
Lead Mechanic	1	1	1	1	-	1	112
Mechanic-EVT	2	2	2	2	-	2	111
Mechanic	1	2	2	2	-	2	110
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>-</b>	<b>6</b>	

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

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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

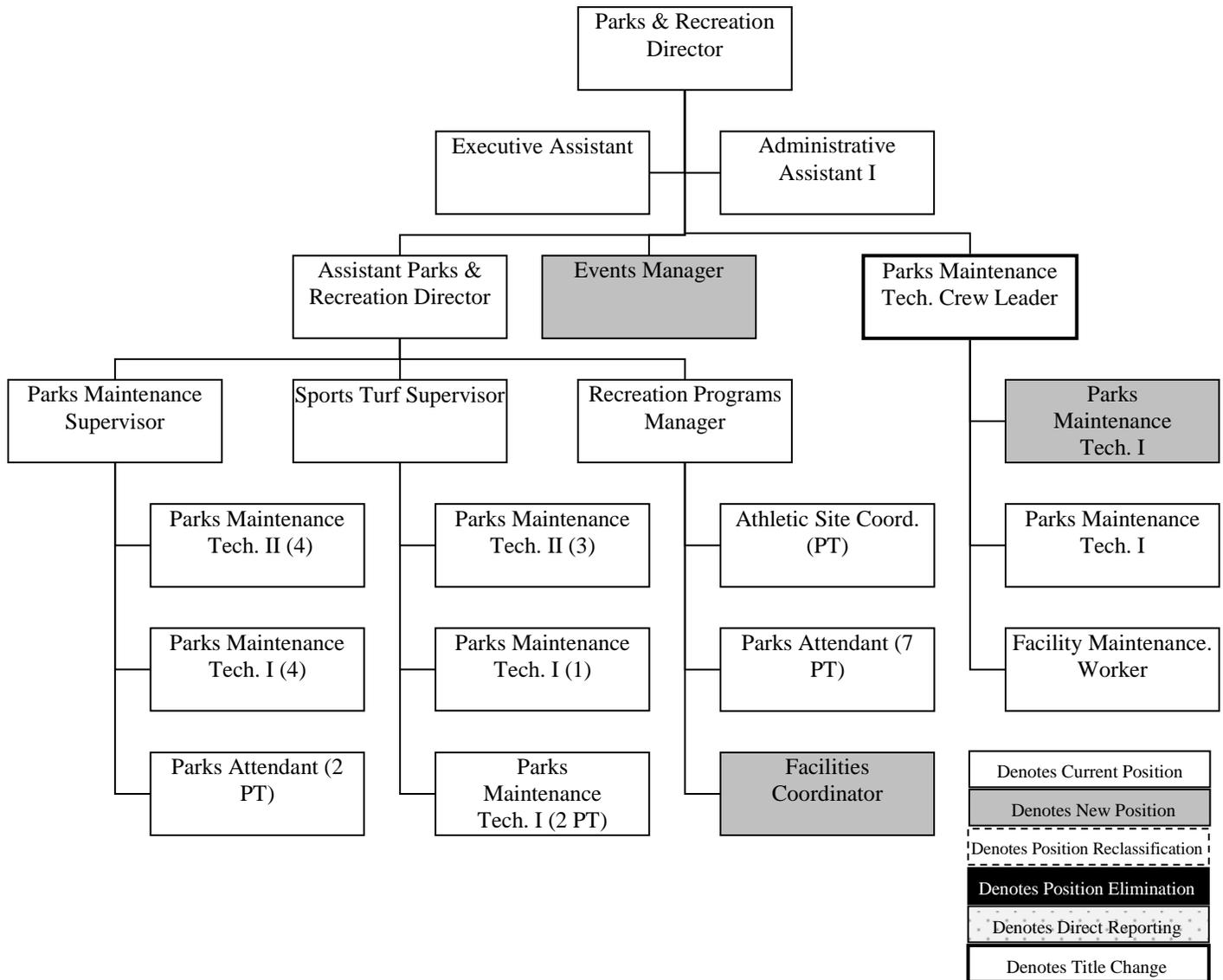
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PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001419 GENERAL FUND - PW FLEET MNTCE							
<a href="#">001419 511200</a> SAL & WAGE	182,642.19	194,104.10	224,402.55	224,312.51	239,000.00	251,400.00	5.2%
<a href="#">001419 511400</a> OVERTIME	3,292.76	4,176.46	4,367.43	4,157.59	11,900.00	9,100.00	-23.5%
<a href="#">001419 511500</a> SPECIALPAY	3,184.00	3,394.00	3,654.00	3,430.00	3,700.00	3,700.00	.0%
<a href="#">001419 512100</a> FICA TAX	13,644.57	14,334.99	16,487.54	16,353.54	17,900.00	18,700.00	4.5%
<a href="#">001419 512200</a> RETIRECONT	15,325.60	15,588.88	18,168.75	18,114.57	19,500.00	20,400.00	4.6%
<a href="#">001419 512300</a> H/D/L INS	43,826.15	48,862.27	61,360.83	66,185.36	70,100.00	78,500.00	12.0%
<a href="#">001419 512400</a> WORKERCOMP	8,066.93	7,051.51	8,792.59	7,379.98	9,500.00	8,500.00	-10.5%
<a href="#">001419 523401</a> OTHR CONTR	926.52	2,114.08	1,065.12	2,500.00	2,500.00	4,000.00	60.0%
<a href="#">001419 523404</a> SW/NW MTNC	.00	.00	.00	2,660.47	5,900.00	4,500.00	-23.7%
<a href="#">001419 524001</a> TRAV&PERDM	501.00	1,465.60	219.40	384.60	400.00	800.00	100.0%
<a href="#">001419 524101</a> COMMUNICAT	408.00	411.70	376.01	376.33	500.00	500.00	.0%
<a href="#">001419 524402</a> R&L E/Q	1,879.98	2,150.23	1,624.76	2,145.12	2,000.00	2,000.00	.0%
<a href="#">001419 524601</a> R&M VEHICL	94,227.06	201,692.54	195,470.92	229,915.40	228,500.00	224,000.00	-2.0%
<a href="#">001419 524602</a> R&M E/Q	107,894.79	116,812.37	111,254.17	126,740.19	125,500.00	113,000.00	-10.0%
<a href="#">001419 524610</a> R&M OTHER	.00	.00	67.83	.00	.00	1,500.00	.0%
<a href="#">001419 525201</a> FUEL&OIL	4,641.85	4,104.13	4,011.96	2,299.43	4,000.00	3,000.00	-25.0%
<a href="#">001419 525202</a> TOOL & E/Q	5,113.73	3,514.82	5,735.29	2,212.92	6,500.00	2,500.00	-61.5%
<a href="#">001419 525206</a> UNIFORMS	2,309.75	2,308.60	2,691.07	3,111.33	3,500.00	4,200.00	20.0%
<a href="#">001419 525210</a> OPERAT SUP	.00	.00	.00	.00	.00	1,500.00	.0%
<a href="#">001419 525400</a> PUB, MEM, TR	525.00	1,263.00	704.00	814.14	800.00	1,400.00	75.0%
<a href="#">001419 910501</a> CAPITL-RPL	47,000.00	47,000.00	47,000.04	43,083.37	47,000.00	47,000.00	.0%
<a href="#">001419 990419</a> FLEETALLOC	-180,048.21	-415,082.01	-425,584.27	-426,079.73	-491,500.00	-486,000.00	-1.1%
TOTAL GENERAL FUND - PW FLEE	355,361.67	255,267.27	281,869.99	330,097.12	307,200.00	314,200.00	2.3%

**PARKS AND RECREATION DEPARTMENT**



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

**PARKS AND RECREATION DEPARTMENT**

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

<b>PARKS AND RECREATION DEPARTMENT</b>							
<b>PERSONAL SERVICES SCHEDULE:</b>							
<b>Personnel Roster</b>	<b>Number of Positions</b>						
<b>Position Title</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>Budget FY 15/16</b>	<b>Adjusted FY 15/16</b>	<b>Change FY 16/17</b>	<b>FY 16/17</b>	<b>Pay Grade</b>
Parks & Recreation Director	1	1	1	1	-	1	130
Events Manager	-	-	-	-	1	1	125
Assist. Parks & Rec. Director	1	1	1	1	-	1	124
Recreation Programs Manager	-	1	1	1	-	1	119
Sports Turf Supervisor	1	1	1	1	-	1	115
Parks Maintenance Supervisor	1	1	1	1	-	1	115
Executive Assistant	-	1	1	1	-	1	113
Recreation Programs Supervisor	1	-	-	-	-	-	
Parks Maint. Tech. Crew Leader	-	1	1	1	-	1	110
Administrative Assistant II	1	-	-	-	-	-	109
Administrative Assistant I	1	1	1	1	-	1	107
Facility Coordinator	-	-	-	-	1	1	105
Parks Maint. Tech. II	7	7	7	7	-	7	104
Athletic Site Coordinator (IT)	1	1	1	1	-	1	103
Parks Maint. Tech. I	5	5	5	7	-	7	102
Parks Maint. Tech. I (PT)	1	1	4	2	-	2	102
Facility Maintenance Worker	1	1	1	1	-	1	102
Facility Maintenance Worker (PT)	1	-	-	-	-	-	102
Parks Attendant I (PT)	9	9	9	9	-	9	101
<b>TOTAL</b>	<b>32</b>	<b>32</b>	<b>35</b>	<b>35</b>	<b>2</b>	<b>37</b>	

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

**FY 15/16 Accomplishments:**

- Complete Lakeshore Loop Trail which will link several public resources, Grant funded – *Bid schedule for late June, 2016; Project completion in FY 16/17 – Strategic Goal: Infrastructure – Expand Existing Park Facilities.*
- Add 120 parking spaces, fence the soccer fields, and add green space to Dewey Boster – *Advertise for bid August 2016; anticipated completion by end of budget year – Strategic Goal: Infrastructure – Expand Existing Park Facilities.*
- Add a Parks Maintenance Technician for Dewey Boster to work during the evening hours – *Strategic Goal: Various.*
- Add sports field lighting to increase capacity for youth sports participants by 225 at Dwight Hawkins Park and by 600 at Manny Rodriguez Park – *Lighting has been installed, field work is on-going; anticipated completion by end of budget year and on budget – Strategic Goal: Infrastructure – Expand Existing Park Facilities.*
- Upgrade the Softball/Baseball Fields at DuPont Lakes and Vann Park increasing capacity for 250 participants – *Anticipated completion by end of budget year – Strategic Goal: Infrastructure – Expand Existing Park Facilities.*
- Maintain department infrastructure at an acceptable level – *Perpetually on-going – Strategic Goal: Infrastructure – Expand Existing Park Facilities.*
- Installed 56 Video cameras in several parks with assistance from ITSD – *Strategic Goal: Infrastructure – Expand Existing Park Facilities.*
- Demolished shuffleboard courts, constructed a new 34 x 24 picnic pavilion at Campbell Park – *Strategic Goal: Infrastructure – Expand Existing Park Facilities.*
- Constructed a new basketball court at Campbell Park – *Strategic Goal: Infrastructure – Expand Existing Park Facilities.*

**FY 16/17 Key Goals:**

- Complete the installation of a pre-fabricated restroom at Dwight Hawkins – *Strategic Goal: Infrastructure -Expand Existing Park Facilities, Parks Project Fund*
- Construct a storage facility at Veterans Museum – *Strategic Goal: Infrastructure - Expand Existing Park Facilities, Parks Project Fund*
- Design and construct an outfield fence and netting at Manny Rodriguez Park – *Strategic Goal: Infrastructure – Expand Existing Park Facilities, Parks Project Fund*
- Install irrigation well at Dwight Hawkins – *Strategic Goal: Infrastructure - Expand Existing Park Facilities, Parks Project Fund*
- Replace Basketball Court at Manny Rodriguez – *Strategic Goal: Expand Existing Park Facilities, FY 15/16 Surplus*
- Replace Basketball Court at Timber Ridge – *Strategic Goal: Expand Existing Park Facilities, FY 15/16 Surplus*
- Add Neighborhood Park – location to be determined – *Strategic Goal: Expand Existing Park Facilities, FY 15/16 Surplus*

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

**FY 16/17 Key Goals (Continued):**

- Complete Sports Facility Niche Assessment and update to Parks Master Plan – *Strategic Goal: Infrastructure – Determine a Sports Facility Niche*
- Partner with Heritage Middle School – Anti-Bullying 3 year program – *Strategic Goal: Infrastructure – Work with schools, YMCA and Council on Aging to develop recreational programs in partnership at Volusia County middle school sites*
- Reorganization of department to include Facilities classification – *Strategic Goal: Fiscal Issues*
- Addition of 3 staff: Events/Facilities Manager, Facility Coordinator (Wes Crile) and Parks Maintenance Technician (Beautification) – *Strategic Goal: Various*
- Installation of PA System for Holiday Lights – *Strategic Goal: Other Priority Objectives Identified – Expand special events*
- Overall increase due to Anti-Bullying Campaign, utilities, repairs and maintenance and July 4th

**Key Ongoing Goals:**

- Complete Lakeshore Loop Trail which will link several public resources – *Strategic Goal: Infrastructure - Expand Existing Park Facilities*
- Continue to increase park capacity for youth sports participants at Dwight Hawkins and Manny Rodriguez by improving field condition and amenities – *Strategic Goal: Infrastructure - Expand Existing Park Facilities*
- Enhancements to Dewey Boster to include the addition of 120 parking spaces, fencing of the soccer fields, and adding green space – *Strategic Goal: Infrastructure - Expand Existing Park Facilities*
- Complete beautification plantings around City gateway signage at Howland Blvd. and Saxon Blvd. – *Strategic Goal: Infrastructure - Expand Existing Park Facilities*
- Addition of one new Parks Maintenance Tech. (FT) position to continue beautification efforts – *Hired – Strategic Goal: Various*
- Improve responsiveness to customer complaints within a 24 hour period through increased customer service training – *Strategic Goal: Economic Development*
- Enhance beautification of all Parks and Recreation facilities to align them with the City's uniform landscaping template – *Strategic Goal: Internal and External Communication*
- Develop Parks and Recreation projects that make Deltona facilities more appealing and attractive to visitors and residents – *Strategic Goal: Infrastructure - Expand Existing Park Facilities*

**Key Objectives:**

- Build internal partnerships with essential service providers to meet community needs.
  - Continue to manage facility use agreements (new/renewed/revised).
  - Ensure all maintenance/service contracts meet performance standards.

**PARKS AND RECREATION DEPARTMENT  
GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)**

**Key Objectives (Continued):**

- Aggressively market department and program services.
  - Continue to improve programming name recognition utilizing the City email and website pages.
    - Update advisory and sub-committee members monthly at publicly scheduled meetings.
    - Update, on City web page, meeting minutes within seven (7) days after a public meeting.
- Continue to seek leaders and leadership development opportunities (i.e. fiscal management, strategic modeling, and metric analysis) from the business community and other areas outside traditional parks and recreation.
  - Utilize available grant funding opportunities to enhance facilities and program services.

**Key Performance Measures:**

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

<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
35	32	32
10	13	14
3	3	3
29	25	18
3	2	0

**DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS**

The City of Deltona Parks & Recreation Department desires to optimize the use of its municipal facilities for public purposes and to increase the opportunities for adult and youth recreational programs in the City. As part of the continued effort in achieving this goal, the City of Deltona has continued to make recreation programs an important component for citizens. In FY 15/16, the City was able to renovate several facilities which were in need of enhancement to better serve the citizens of Deltona of all ages.

Recreation enhancements during FY 15/16 year included:

- Continue to provide “Concerts at the Amphitheater” – Deltona Amphitheatre while continuing to offer a series of concerts offering a vast array of entertainers, increasing to eight concerts per year.
- Hosted Santa’s North Pole in the Deltona Library Auditorium with over 650 children and families viewing a Winter Wonderland of decorations provided by staff.
- Hosted the City’s “Easter Eggstravaganza” event with over 4,500 children in attendance.
- Assisted with production of the City’s Halloween “Spooktacular” community event which continues to grow each year with over 20,000 in attendance.
- The Wags & Whiskers Pet Festival has increased in popularity with over 249 dogs and 35 cats participating at the Keysville Dog Park.

**PARKS AND RECREATION DEPARTMENT****DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS (Continued)**

- Partnered with several not-for-profit organizations providing logistical support in hosting community events at Dewey Boster thereby, offering a cultural environment in the Deltona community.
- Hosted the Community Expo annual event for the fourth year; the City's Art Festival continues to outpace City Hall events.
- Hosted several major soccer tournaments and continued the City's relationship with the Seminole Soccer Association with a record number of soccer teams participating at Dewey Boster Soccer Complex during the month of May and Memorial Day weekend. Staff continues to promote sports tourism and economic development. The City hosted and partnered with the Champions Cup and the Greater Central Florida (GCF) Region Cup.

During FY 15/16 the City was able to continue to provide our very successful Adult/Youth Athletic Leagues. Additionally, we partnered with several youth not-for-profit sports organizations to provide opportunities for citizenry to participate in T-ball, little league baseball, softball, soccer, basketball, and tackle football/cheerleading.

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

**Completed Park Projects for FY 15/16**

*Wes Crile Park:* Added sports field lighting to the open space fields area and upgraded the landscaping. Added a new storage shed.

*Lake Butler Skate Park:* Installed a new shade structure and added new video cameras enhancing security.

*Vann Park:* Added new shade structures and enhancing field conditions for safety concerns. .

*Dewey Boster:* Added park perimeter fencing, installed a public address system, cleared and grubbed a wooded section to add additional parking and construct green space.

*Lake Gleason Park:* Enhanced the boat ramp with shell to enhance safety concerns.

*Veteran's Museum Memorial Park:* Pressure washed and painted both buildings.

**Park Projects Scheduled for FY 15/16**

*Dwight Hawkins Park:* Construct and install a pre fab restroom and install an irrigation well.

*Veteran's Museum Memorial Park:* Construct a storage facility

*Manny Rodriguez Park:* Design and Construct an outfield fence with netting.

*Campbell Park:* Renovate the boardwalk pavilion.

*Timber Ridge Park:* Renovate the basketball court.

09/16/2016 12:21  
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CITY OF DELTONA (LIVE)  
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 22  
bgnyrpts

PROJECTION: 20171 FY 2016-2017 Budget Projection

FOR PERIOD 99

ACCOUNTS FOR:	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	
GENERAL FUND	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
001720 GENERAL FUND - PARKS & REC							
<a href="#">001720 511200</a>	SAL & WAGE	822,206.39	876,736.97	912,383.90	910,551.07	950,800.00	1,076,300.00 13.2%
<a href="#">001720 511400</a>	OVERTIME	16,259.33	23,871.78	25,222.35	34,985.87	29,900.00	28,500.00 -4.7%
<a href="#">001720 511500</a>	SPECIALPAY	7,064.00	7,098.00	7,178.00	6,860.00	7,300.00	7,300.00 .0%
<a href="#">001720 512100</a>	FICA TAX	60,768.24	65,603.51	67,973.08	68,618.99	82,100.00	78,400.00 -4.5%
<a href="#">001720 512200</a>	RETIRECONT	56,601.10	73,929.12	79,575.06	84,275.17	89,900.00	101,000.00 12.3%
<a href="#">001720 512300</a>	H/D/L INS	158,001.44	177,143.57	204,679.96	233,081.63	262,900.00	309,100.00 17.6%
<a href="#">001720 512400</a>	WORKERCOMP	40,426.52	38,266.17	42,633.85	38,920.68	50,100.00	43,000.00 -14.2%
<a href="#">001720 523101</a>	PROFSVC-OT	.00	.00	2,421.00	50,000.00	100,000.00	8,000.00 -92.0%
<a href="#">001720 523401</a>	OTHR CONTR	6,783.13	5,412.80	7,091.08	10,475.23	12,500.00	40,500.00 224.0%
<a href="#">001720 523415</a>	TREE REMOV	5,690.00	4,445.00	7,675.00	11,000.00	11,000.00	12,500.00 13.6%
<a href="#">001720 524001</a>	TRAV&PERDM	160.00	154.15	.00	32.40	200.00	200.00 .0%
<a href="#">001720 524101</a>	COMMUNICAT	2,853.44	3,099.19	2,801.77	2,910.73	2,500.00	2,800.00 12.0%
<a href="#">001720 524301</a>	UTILITYSVCS	202,296.30	184,886.54	201,315.22	175,601.86	200,400.00	215,500.00 7.5%
<a href="#">001720 524402</a>	RENT/LEASE	810.30	215.00	125.00	699.83	.00	1,000.00 .0%
<a href="#">001720 524601</a>	R&M VEHICL	302.94	11.04	-805.07	.00	.00	.00 .0%
<a href="#">001720 524602</a>	R&M E/Q	41,266.86	33,147.97	33,036.18	44,575.96	43,300.00	41,200.00 -4.8%
<a href="#">001720 524603</a>	R&M BLDG	62,526.64	108,073.33	105,553.95	63,493.34	63,500.00	89,000.00 40.2%
<a href="#">001720 524610</a>	R&M OTHER	30,973.05	23,797.84	100,345.44	106,911.87	106,400.00	98,800.00 -7.1%
<a href="#">001720 524801</a>	PROMO ACTI	563.94	9,988.23	3,676.23	10,984.46	7,100.00	4,100.00 -42.3%
<a href="#">001720 524801 PRG01</a>	SPOOKTAC	.00	28,371.02	37,499.10	31,619.55	31,700.00	38,400.00 21.1%
<a href="#">001720 524801 PRG02</a>	EGGSTRAV	.00	7,292.43	8,076.55	7,636.03	7,000.00	7,800.00 11.4%
<a href="#">001720 524801 PRG03</a>	JULY 4TH	.00	32,223.84	34,657.30	34,912.71	41,200.00	52,400.00 27.2%
<a href="#">001720 524801 PRG04</a>	HOLIDAYPAR	.00	10,736.53	8,999.54	8,762.25	11,400.00	11,800.00 3.5%
<a href="#">001720 524801 PRG05</a>	MULTICULTU	.00	.00	5,663.72	4,750.00	10,000.00	10,000.00 .0%
<a href="#">001720 524905</a>	REC PROG	55,328.10	45,553.65	49,177.83	34,298.56	46,600.00	54,700.00 17.4%
<a href="#">001720 524906</a>	DUMP FEES	97.50	.00	.00	.00	.00	.00 .0%
<a href="#">001720 524910</a>	BACK/PHYS	.00	.00	.00	.00	500.00	700.00 40.0%
<a href="#">001720 524999</a>	OTHER CHAR	.00	.00	.00	.00	.00	450,000.00 .0%
<a href="#">001720 525101</a>	OFFICE SUP	2,151.37	3,102.00	3,719.08	3,352.77	4,500.00	4,500.00 .0%
<a href="#">001720 525102</a>	FURN & E/Q	2,303.19	1,141.27	4,689.19	4,462.44	7,100.00	8,500.00 19.7%
<a href="#">001720 525201</a>	FUEL&OIL	44,753.88	47,224.00	36,345.18	22,905.45	27,700.00	40,200.00 45.1%
<a href="#">001720 525202</a>	TOOL & E/Q	5,902.67	9,497.18	7,123.86	9,368.56	8,700.00	8,900.00 2.3%
<a href="#">001720 525203</a>	JANISUPPLY	21,414.10	18,762.73	14,740.84	16,000.00	23,000.00	27,000.00 17.4%
<a href="#">001720 525205</a>	MED SUPPLI	2,188.23	2,280.97	2,290.40	1,997.17	2,300.00	2,300.00 .0%
<a href="#">001720 525206</a>	UNIFORMS	8,231.74	9,052.63	10,084.88	9,010.35	10,000.00	14,400.00 44.0%
<a href="#">001720 525210</a>	OPERAT SUP	15,578.81	13,186.44	12,211.31	11,080.46	15,800.00	17,300.00 9.5%
<a href="#">001720 525211</a>	CHEMICALS	35,124.28	21,305.15	23,730.79	37,118.42	36,900.00	44,300.00 20.1%
<a href="#">001720 525213</a>	LANDSCAPIN	77,393.00	86,951.06	108,543.13	119,265.13	132,200.00	144,400.00 9.2%
<a href="#">001720 525400</a>	PUB, MEM, TR	683.04	1,149.63	693.50	1,182.52	3,000.00	3,200.00 6.7%
<a href="#">001720 630200</a>	IRRIGATION	.00	.00	.00	.00	10,000.00	.00 -100.0%
<a href="#">001720 910501</a>	CAPITL-RPL	110,000.00	110,000.00	259,999.92	238,333.26	260,000.00	260,000.00 .0%
<a href="#">001720 990131</a>	IT - Costs	130,297.28	103,314.74	110,622.27	130,258.37	142,100.00	146,300.00 3.0%
<a href="#">001720 990419</a>	FLEETALLOC	.00	37,772.12	33,017.20	26,160.94	29,000.00	36,000.00 24.1%
TOTAL GENERAL FUND - PARKS &	2,027,000.81	2,224,797.60	2,574,767.59	2,606,454.03	2,880,600.00	3,540,300.00	22.9%
TOTAL GENERAL FUND	-1,951,075.48	-2,773,942.60	945,844.21	-1,132,327.56	494,000.00	-541,700.00	-209.7%

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**SPECIAL REVENUE FUNDS SUMMARY**

	<u>Stormwater Utility</u>	<u>Solid Waste Management</u>	<u>Fire/Rescue Impact Fees</u>	<u>SHIP Grant</u>
<b>SOURCES</b>				
Intergovernmental Revenue	\$ -	\$ -	\$ -	\$ -
Special Assessments	4,263,000	5,723,000	-	-
Impact Fees	-	-	15,000	-
Other Fees	-	-	-	3,800
Grant Funding	300,000	-	-	554,500
Miscellaneous Revenue	-	5,000	-	-
Interest Income	9,800	2,900	600	1,000
<i>Total Revenues:</i>	<u>4,572,800</u>	<u>5,730,900</u>	<u>15,600</u>	<u>559,300</u>
Transfers In	-	-	-	-
Debt Proceeds	-	-	-	-
Total Revenues, Debt Proceeds, and Transfers In	<u>4,572,800</u>	<u>5,730,900</u>	<u>15,600</u>	<u>559,300</u>
Fund Balance Carryforward	<u>1,182,973</u>	<u>208,322</u>	<u>71,299</u>	<u>530,700</u>
<i>Total Sources:</i>	<u><u>\$ 5,755,773</u></u>	<u><u>\$ 5,939,222</u></u>	<u><u>\$ 86,899</u></u>	<u><u>\$ 1,090,000</u></u>
<b>USES</b>				
Public Safety	\$ -	\$ -	\$ -	\$ -
Physical Environment	2,744,400	5,793,200	-	-
Transportation	-	-	-	-
Economic Environment	-	-	-	1,090,000
Culture/Recreation	-	-	-	-
Debt Service:				
Principal	264,500	-	-	-
Interest	262,200	-	-	-
Capital Outlay	<u>1,178,600</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Expenditures:</i>	<u>4,449,700</u>	<u>5,793,200</u>	<u>-</u>	<u>1,090,000</u>
Transfers Out	-	-	-	-
Total Expenditures and Transfers Out	<u>4,449,700</u>	<u>5,793,200</u>	<u>-</u>	<u>1,090,000</u>
Ending Fund Balance	<u>1,306,073</u>	<u>146,022</u>	<u>86,899</u>	<u>-</u>
<i>Total Uses:</i>	<u><u>\$ 5,755,773</u></u>	<u><u>\$ 5,939,222</u></u>	<u><u>\$ 86,899</u></u>	<u><u>\$ 1,090,000</u></u>

**SPECIAL REVENUE FUNDS SUMMARY (Continued)**

	<u>CDBG Grant</u>	<u>Streetlighting Districts</u>	<u>Park Impact Fees</u>	<u>Transportation</u>
<b><u>SOURCES</u></b>				
Intergovernmental Revenue	\$ -	\$ -	\$ -	\$ 2,139,000
Special Assessments	-	149,900	-	-
Impact Fees	-	-	62,000	-
Other Fees	-	-	-	-
Grant Funding	465,730	-	-	157,500
Miscellaneous Revenue	-	-	-	-
Interest Income	-	300	1,400	126,000
<i>Total Revenues:</i>	<u>465,730</u>	<u>150,200</u>	<u>63,400</u>	<u>2,422,500</u>
Transfers In	-	-	-	150,000
Debt Proceeds	-	-	-	-
Total Revenues, Debt Proceeds, and Transfers In	<u>465,730</u>	<u>150,200</u>	<u>63,400</u>	<u>2,572,500</u>
Fund Balance Carryforward	241,670	5,446	306,499	17,900,457
<i>Total Sources:</i>	<u><u>\$ 707,400</u></u>	<u><u>\$ 155,646</u></u>	<u><u>\$ 369,899</u></u>	<u><u>\$ 20,472,957</u></u>
<b><u>USES</u></b>				
Public Safety	\$ -	\$ -	\$ -	\$ -
Physical Environment	-	-	-	-
Transportation	-	149,900	-	159,600
Economic Environment	327,400	-	-	-
Culture/Recreation	-	-	-	-
Debt Service:				
Principal	-	-	-	920,000
Interest	-	-	-	734,100
Capital Outlay	80,000	-	-	4,801,000
<i>Total Expenditures:</i>	<u>407,400</u>	<u>149,900</u>	<u>-</u>	<u>6,614,700</u>
Transfers Out	300,000	-	315,000	-
Total Expenditures and Transfers Out	<u>707,400</u>	<u>149,900</u>	<u>315,000</u>	<u>6,614,700</u>
Ending Fund Balance	-	5,746	54,899	13,858,257
<i>Total Uses:</i>	<u><u>\$ 707,400</u></u>	<u><u>\$ 155,646</u></u>	<u><u>\$ 369,899</u></u>	<u><u>\$ 20,472,957</u></u>

**Note 1: Includes NSP 1 and NSP 3**

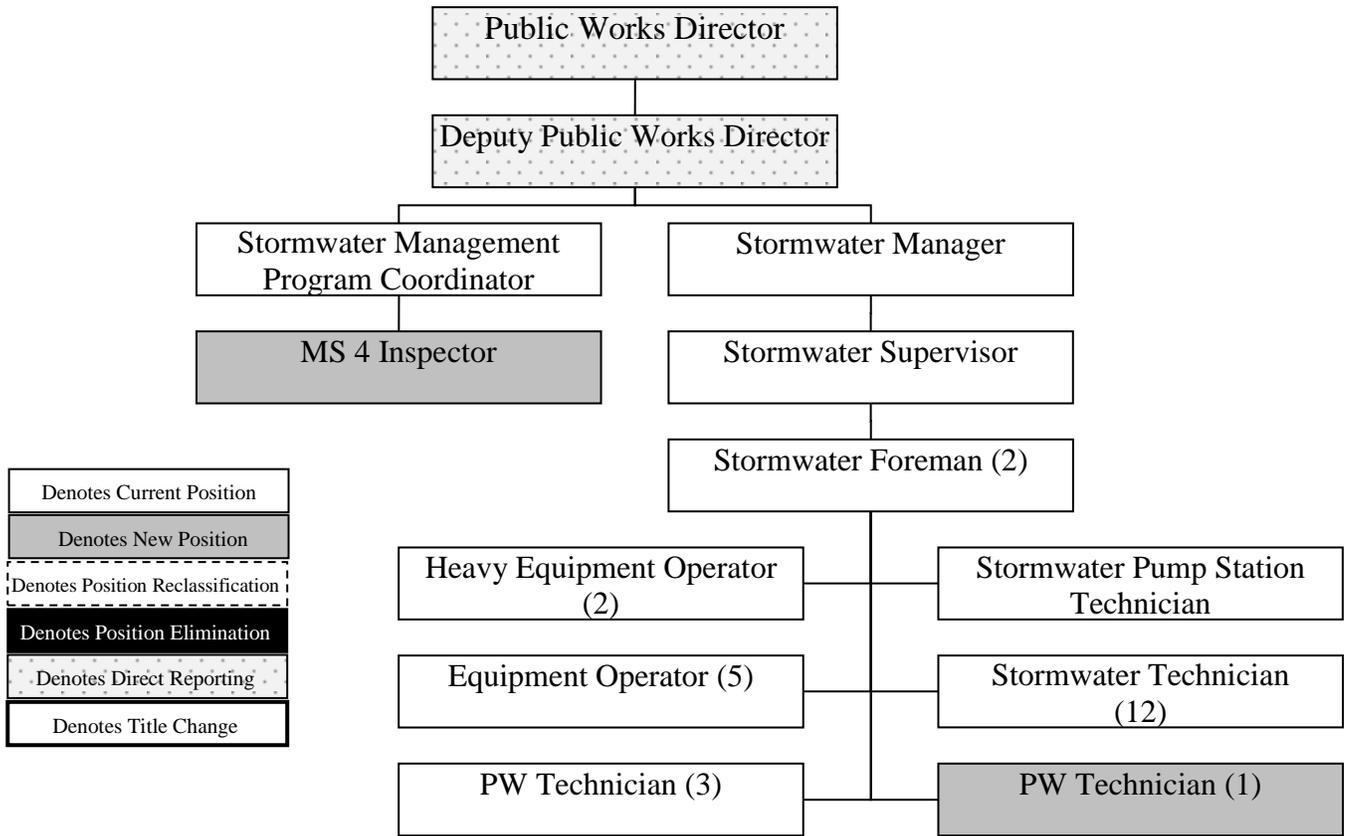
Special Revenue Funds

<u>Tree Replacement Fees</u>	<u>Environmental Improvement Trust</u>	<u>Law Enforcement Impact Fees</u>	<u>Economic Development</u>	<u>NSP Grants (Note 1)</u>	<u>Transportation Impact Fees</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
-	-	7,000	-	-	150,000
5,000	-	-	-	279,000	-
-	-	-	-	229,000	-
-	-	-	-	-	-
3,600	200	400	-	-	-
<u>8,600</u>	<u>200</u>	<u>7,400</u>	<u>-</u>	<u>508,000</u>	<u>150,000</u>
-	-	-	-	-	-
-	-	-	-	-	-
8,600	200	7,400	-	508,000	150,000
557,201	41,085	47,247	1,761,400	-	-
<u>\$ 565,801</u>	<u>\$ 41,285</u>	<u>\$ 54,647</u>	<u>\$ 1,761,400</u>	<u>\$ 508,000</u>	<u>\$ 150,000</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230,000	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	508,000	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
230,000	-	-	-	508,000	-
-	-	-	841,400	-	150,000
230,000	-	-	841,400	508,000	150,000
335,801	41,285	54,647	920,000	-	-
<u>\$ 565,801</u>	<u>\$ 41,285</u>	<u>\$ 54,647</u>	<u>\$ 1,761,400</u>	<u>\$ 508,000</u>	<u>\$ 150,000</u>

**SPECIAL REVENUE FUNDS SUMMARY (Continued)**

	Lake Districts	Grants Match	Miscellaneous Grants	Total
<b>SOURCES</b>				
Intergovernmental Revenue	\$ -	\$ -	\$ -	\$ 2,139,000
Special Assessments	-	-	-	10,135,900
Impact Fees	-	-	-	234,000
Other Fees	-	-	-	287,800
Grant Funding	-	-	167,000	1,873,730
Miscellaneous Revenue	-	-	-	5,000
Interest Income	-	-	-	146,200
<i>Total Revenues:</i>	-	-	167,000	14,821,630
Transfers In	60,500	841,400	-	1,051,900
Debt Proceeds	-	-	-	-
Total Revenues, Debt Proceeds, and Transfers In	60,500	841,400	167,000	15,873,530
Fund Balance Carryforward	-	1,000,000	-	23,854,299
<i>Total Sources:</i>	<u>\$ 60,500</u>	<u>\$ 1,841,400</u>	<u>\$ 167,000</u>	<u>\$ 39,727,829</u>
<b>USES</b>				
Public Safety	\$ -	\$ -	\$ -	\$ -
Physical Environment	60,500	-	167,000	8,995,100
Transportation	-	-	-	309,500
Economic Environment	-	-	-	1,925,400
Culture/Recreation	-	-	-	-
Debt Service:				
Principal	-	-	-	1,184,500
Interest	-	-	-	996,300
Capital Outlay	-	-	-	6,059,600
<i>Total Expenditures:</i>	60,500	-	167,000	19,470,400
Transfers Out	-	100,000	-	1,706,400
Total Expenditures and Transfers Out	60,500	100,000	167,000	21,176,800
Ending Fund Balance	-	1,741,400	-	18,551,029
<i>Total Uses:</i>	<u>\$ 60,500</u>	<u>\$ 1,841,400</u>	<u>\$ 167,000</u>	<u>\$ 39,727,829</u>

**PUBLIC WORKS DEPARTMENT  
STORMWATER DIVISION**



STORMWATER UTILITY FUND							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Stormwater Manager	1	1	1	1	-	1	120
Stormwater Supervisor	1	1	1	1	-	1	115
SW Management Prog. Coord.	-	1	1	1	-	1	115
MS4 Inspector	-	-	-	-	1	1	TBD
NPDES Inspector	1	-	-	-	-	-	
Stormwater Crew Leader	2	2	2	2	-	2	110
Heavy Equipment Operator-Storm	2	2	2	2	-	2	109
Pump Station Tech.-Stormwater	1	1	1	1	-	1	108
Equipment Operator-Swales	4	5	5	5	-	5	107
Stormwater Technician	12	12	12	12	-	12	106
Public Works Technician	2	3	3	3	1	4	104
<b>TOTAL</b>	<b>26</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>2</b>	<b>30</b>	

**PUBLIC WORKS DEPARTMENT  
STORMWATER DIVISION**

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

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

**GOALS, OBJECTIVES & PERFORMANCE MEASURES**

**FY 15/16 Accomplishments:**

- Complete the Leland pump station improvement project – *Completed- working on close out of project*
- Initiate Brickell Drive drainage improvements when awarded, but not yet allocated, grant funding becomes available – *Grant funding is now available for reimbursement*
- Install RTU cabinets on stormwater pump stations to be able to monitor them on SCADA – *Purchase of equipment in process, installation will begin after receipt of equipment*
- Begin FEMA Elevation modeling – *Purchase Order (PO) Issued*
- Continue with equipment and vehicle replacement to reduce maintenance costs – *Equipment received and/or PO issued*
- Address on-going concerns regarding the Tivoli/Wheeling intersection during heavy rainfall events by evaluating how to best increase storage prior to pumping – *Still pursuing land acquisitions for this work, construction is still anticipated to be completed this fiscal year*

**FY 16/17 Key Goals:**

- Continue the design efforts for Montebello and Monterey – *Strategic Goal: Infrastructure*
- Begin construction of the multi-year Lake Fieldstone to Briarwood Outfall Improvement project – *Strategic Goal: Infrastructure*
- Complete several new in-house capital improvement projects – *Strategic Goal: Infrastructure*
- Purchase a new dump truck to meet the needs of the construction crews – *Strategic Goal: Infrastructure*
- Continue the Brickell Dr. Drainage Improvement efforts as funding sources (grants) are released – *Strategic Goal: Infrastructure*
- n Addition of a Public Works Technician and MS4 Inspector – *Strategic Goals: Economic Development/Public Safety*
- Continue FEMA modeling for future phases – *Strategic Goals: Economic Development/ Public Safety*

**STORMWATER DIVISION  
GOALS, OBJECTIVES & PERFORMANCE MEASURES (Continued)**

**Key Ongoing Key Goals:**

- Enhance City beautification by landscaping stormwater ponds.
- Begin construction of the Lake Fieldstone Improvement Project.
- Continue Brickell Drive drainage improvements upon grant funding availability.
- Finish the installation of RTU cabinets on stormwater pump stations to allow for SCADA monitoring.
- Begin FEMA Elevation modeling.

**Key Objectives:**

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

**Key Performance Measures:**

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

<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
10/8	10/8	10/8
52	52	52
4 times per year	4 times per year	4 times per year
50 locations	50 locations	50 locations
\$230,000	\$0	\$0
2	4	4

**STORMWATER UTILITY FUND  
SOURCES & USES**

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

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
Stormwater Assessments	\$ 2,924,907	\$ 2,927,628	\$ 4,158,000	\$ 4,263,000
Grant Funding	-	45,894	-	300,000
Interest Income	15,557	2,919	2,400	9,800
Miscellaneous Income	8,460	-	-	-
<i>Total Revenues:</i>	<u>2,948,924</u>	<u>2,976,441</u>	<u>4,160,400</u>	<u>4,572,800</u>
Transfers In	-	-	-	-
Debt Proceeds	-	-	-	-
Total Revenues, Debt proceeds, and Transfers In	<u>2,948,924</u>	<u>2,976,441</u>	<u>4,160,400</u>	<u>4,572,800</u>
Fund Balance Carryforward	3,890,959	2,750,137	2,017,873	1,182,973
<i>Total Sources:</i>	<u>\$ 6,839,883</u>	<u>\$ 5,726,578</u>	<u>\$ 6,178,273</u>	<u>\$ 5,755,773</u>
Personal Services	\$ 1,227,728	\$ 1,382,585	\$ 1,360,000	\$ 1,817,100
Operating Expenses	723,052	771,107	850,000	927,300
Debt Service:				
Principal	239,231	251,524	251,500	264,500
Interest	286,761	274,776	274,800	262,200
Capital Outlay	<u>1,612,974</u>	<u>1,028,713</u>	<u>2,259,000</u>	<u>1,178,600</u>
<i>Total Expenditures:</i>	<u>4,089,746</u>	<u>3,708,705</u>	<u>4,995,300</u>	<u>4,449,700</u>
Ending Fund Balance	<u>2,750,137</u>	<u>2,017,873</u>	<u>1,182,973</u>	<u>1,306,073</u>
<i>Total Uses:</i>	<u>\$ 6,839,883</u>	<u>\$ 5,726,578</u>	<u>\$ 6,178,273</u>	<u>\$ 5,755,773</u>

Stormwater Utility Fund

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 790,437	\$ 877,107	\$ 850,000	\$ 1,121,100
Overtime	32,380	33,391	33,000	38,100
Other Pay	4,318	5,403	4,800	3,700
Benefits and Taxes	400,593	466,684	472,200	654,200
<b>Total Personal Service Costs</b>	<b>1,227,728</b>	<b>1,382,585</b>	<b>1,360,000</b>	<b>1,817,100</b>
Operating Expenditures	723,052	771,107	850,000	927,300
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	1,612,974	1,028,713	2,259,000	1,178,600
Debt Service	525,992	526,300	526,300	526,700
Other Transfers Out	1	(1)	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>4,089,747</b>	<b>3,708,704</b>	<b>4,995,300</b>	<b>4,449,700</b>
<b>Staffing:</b>				
Full-Time	26	28	28	30
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 39,395	\$ 24,611	\$ 84,600	\$ 87,600
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	89,699	72,659	65,500	90,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	90	-	-	-
5241 - Communications and Freight Services	1,080	20,575	1,100	2,300
5243 - Utility Services	8,451	12,457	11,800	15,000
5244 - Rentals and Leases	4,906	12,246	8,600	10,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	85,301	94,292	130,000	153,800
5247 - Printing and Binding	-	-	-	1,000
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	208,563	207,075	208,740	241,000
5251 - Office Supplies	1,054	757	800	3,500
5252 - Operating Supplies	155,137	136,197	187,100	170,200
5253 - Road Materials & Supplies	24,881	43,412	52,500	59,000
5254 - Publications, Memberships & Training	1,755	423	2,300	5,500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	9,264	13,881	18,100	15,400
9904 - Fleet Maintenance - Allocated Costs	93,476	132,522	78,860	73,000
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$ 723,052</b>	<b>\$ 771,107</b>	<b>\$ 850,000</b>	<b>\$ 927,300</b>

**STORMWATER UTILITY FUND  
CAPITAL OUTLAY BUDGET DETAIL**

	<u>Capital Budget</u>
<b><u>Vehicles &amp; Equipment:</u></b>	
Dump Truck	\$ 145,000
Gator	12,000
	<u>157,000</u>
<b><u>Computer Software &amp; Equipment</u></b>	
New / Replacement PC's - Tablets - Laptops	2,000
	<u>2,000</u>
<b><u>Projects (CIP):</u></b>	
Brickell Drive Drainage Improvements	244,600
Lake Fieldstone to Briarwood Outfall Improvements	320,000
Wakefield Circle	75,000
	<u>639,600</u>
<b><u>Projects (R&amp;R):</u></b>	
Drainage Pipe Rehab	150,000
Briarwood Lake Ditch Restoration	75,000
Treadway Dr. & Etta Ter. Drainage Improvements	15,000
Beal Street Drainage Improvements (2841)	32,000
Azora Dr. Drainage Improvements (1191/1198)	30,000
Roland Dr. Drainage Pipe Replacement (3259)	12,500
W. Parkton Dr. & Jeffer Dr. Drainage Improvements	20,000
Newmark Dr. & Copperfield Ave. Drainage Improvements	8,000
Comstock Ave. Drainage Improvements (656)	8,000
Section Line Trail Phase II Drainage Improvements	9,500
Tivoli / Wheeling Ponds	20,000
	<u>380,000</u>
	<u>\$ 1,178,600</u>

**Stormwater Capital Equipment – Budget FY 16/17****Dump Truck****FY 16/17:** \$145,000

The Stormwater division does a lot of repairs and in-house projects that requires the use of a dump truck along with other heavy equipment. The additional dump truck will allow the division to have multiple projects going on at the same time which should improve overall efficiency of the division.

**Gator****FY 16/17:** \$12,000

The Stormwater division currently provides trash pickup on major corridors throughout the City. This gator will replace an existing one which should reduce maintenance costs. The gators are used daily so they incur a lot of hours and miles on them.

**New / Replacement PC's – Tablets – Laptops****FY 16/17:** \$2,000

The City is looking to replace those desktops and laptops that are out of warranty over a two year period.

**Stormwater Capital Projects – Budget FY 16/17****Brickell Drive Drainage Improvements****FY 16/17:** \$244,600

The scope of this project covers construction for drainage improvements for a drainage improvement project for Brickell Drive. This project will treat the Stormwater prior to it being discharged into downstream waters. Grant money is pending final approval from the Environmental Protection Agency. This project is continued from FY 15/16. 60% Grant funding.

**Lake Fieldstone to Briarwood Outfall****FY 16/17:** \$320,000

The current outfall from Lake Fieldstone to Lake Briarwood is inadequate for the volume of stormwater to meet the needs of the area during a major storm event. There are several lakes upstream that rely on this outfall for flood protection. Phase 1 which consists of engineering, design and permitting started in FY 15/16, with construction as part of Phase 2 taking place this fiscal year.

**Wakefield Cir****FY 16/17:** \$75,000

Replace existing undersized french drain system that has reached its useful life with new larger diameter pipe and new intake structures. Connect to the existing outfall at Providence Blvd.

## Stormwater Capital Projects – Budget FY 16/17 Renewal & Replacement (R&R)

### **Drainage Pipe Rehab** **FY 16/17:** \$150,000

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

### **Briarwood Lake Ditch Restoration** **FY 16/17:** \$75,000

The current ditch and headwall that serves as the outfall to Lake Briarwood is in need of improvement. Phase 1 which consists of engineering, design and permitting began in FY 15/16, with construction as part of Phase 2 taking place this fiscal year.

### **Treadway Dr. & Etta Terr. Drainage Improvements** **FY 16/17:** \$15,000

The intersection floods at this location during heavy rain events. This project will consist of installing several hundred feet of 18" HDPE pipe, multiple Nyloplast Basins, and all associated restoration and swale work.

### **Beal St. Drainage Improvements** **FY 16/17:** \$32,000

Beal Street floods between E. Juliet Drive & Hope Ave during and after heavy rain events; flooding the entire street and swale area. To alleviate prolonged standing stormwater, we would install roughly 1,000' of 15" HDPE pipe, 120' of HP pipe, multiple Nyloplast Basins, and all associated restoration and swale work.

### **Azora Dr. Drainage Improvements** **FY 16/17:** \$30,000

Azora Drive experiences significant standing water on the roadway, especially between Bachman Ave. & Wheeling Ave. during and after heavy rain events. The installation of roughly 520' of 24" HDPE sock pipe, multiple Nyloplast Basins with concrete collars, and all associated restoration and swale work will help to alleviate this.

### **Roland Dr. Drainage Pipe Replacements** **FY 16/17:** \$12,500

The existing infrastructure in this area has reached the end of its expected service life and is in need of replacement. This project consists of all work associated with replacing roughly 300' of 24" HDPE pipe and 70' of HP pipe.

**W. Parkton Dr. & Jeffers St. Drainage Improvements****FY 16/17:** \$20,000

This intersection experiences temporary flooding during major rain events. In an effort to alleviate this issue, this project consists of installing roughly 240' of 18" HDPE sock pipe, multiple Nyloplast Basins and other work associated with the restoration and swales.

**Newmark Dr. & Copperfield Ave. Drainage Improvements****FY 16/17:** \$8,000

This intersection experiences temporary flooding during major rain events. In an effort to alleviate this issue, this project consists of installing roughly 140' of 15" HDPE pipe, 40' of HP pipe, multiple Nyloplast Basins and other work associated with the restoration and swales.

**Comstock Ave. Drainage Improvements****FY 16/17:** \$8,000

Several properties in this area experience a significant amount of standing water from the local area runoff. To alleviate some of this standing water, this project consists of the installation of roughly 160' of 18" HDPE pipe, grated structures and all other work associated with the restoration and swales.

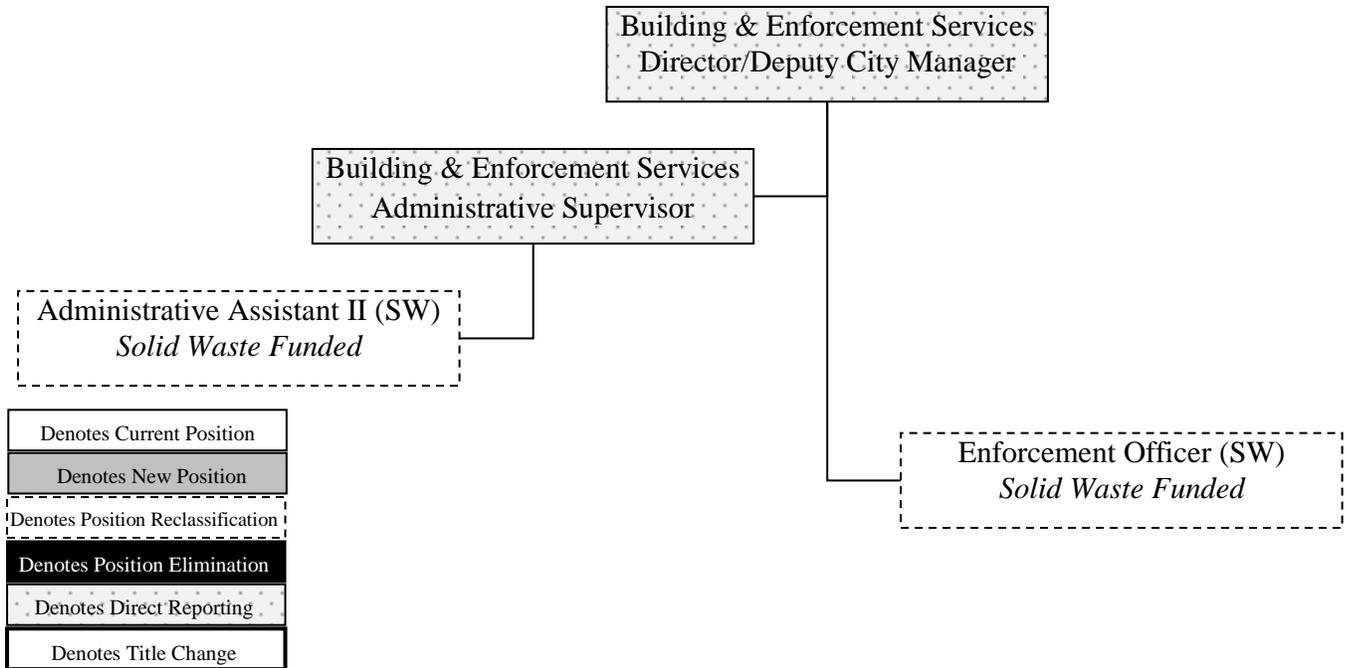
**Sectionline Trail Ph. II Drainage Improvements** **FY 16/17:** \$9,500

The existing infrastructure in this area has reached the end of its expected service life and is in need of replacement. This project consists of all work associated with replacing existing pipe with roughly 500' of 12" HDPE pipe and all other work associated with the restoration and swales.

**Tivoli / Wheeling Ponds****FY 16/17:** \$20,000

Clear two lots purchased by the City, excavate and form ponds for the purpose of stormwater retention to alleviate elevation of water on the pavement.

**BUILDING AND ENFORCEMENT SERVICES DEPARTMENT  
SOLID WASTE DIVISION**



SOLID WASTE MANAGEMENT FUND							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Solid Waste Coordinator	1	1	1	1	(1)	-	
Enforcement Officer	-	-	-	-	1	1	112
Administrative Assistant II	-	-	-	-	1	1	109
Solid Waste Customer Srvc. Rep.	1	1	1	1	(1)	-	
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>2</b>	

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

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

**SOLID WASTE MANAGEMENT FUND  
SOURCES & USES**

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
Residential Assessments	\$ 5,673,170	\$ 5,686,127	\$ 5,694,000	\$ 5,704,000
New Homes	11,539	10,249	12,000	19,000
Recycling Proceeds	4,491	548	6,500	5,000
Interest Income	18,481	4,932	8,000	2,900
<i>Total Revenues:</i>	<u>5,707,681</u>	<u>5,701,856</u>	<u>5,720,500</u>	<u>5,730,900</u>
Transfers In	-	-	-	-
Fund Balance Carryforward	600,033	637,200	517,822	208,322
<i>Total Sources:</i>	<u>\$ 6,307,714</u>	<u>\$ 6,339,056</u>	<u>\$ 6,238,322</u>	<u>\$ 5,939,222</u>
Personal Services	\$ 115,392	\$ 119,670	\$ 105,000	\$ 111,200
Operating Expenses	5,555,122	5,701,564	5,925,000	5,682,000
Capital Outlay	-	-	-	-
<i>Total Expenditures:</i>	<u>5,670,514</u>	<u>5,821,234</u>	<u>6,030,000</u>	<u>5,793,200</u>
Ending Fund Balance	637,200	517,822	208,322	146,022
<i>Total Uses:</i>	<u>\$ 6,307,714</u>	<u>\$ 6,339,056</u>	<u>\$ 6,238,322</u>	<u>\$ 5,939,222</u>

Solid Waste Management Fund

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 82,365	\$ 84,418	\$ 76,000	\$ 75,400
Overtime	988	636	100	800
Other Pay	-	-	-	-
Benefits and Taxes	32,039	34,616	28,900	35,000
<b>Total Personal Service Costs</b>	<b>115,392</b>	<b>119,670</b>	<b>105,000</b>	<b>111,200</b>
Operating Expenditures	5,555,122	5,701,564	5,925,000	5,682,000
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$5,670,514</b>	<b>\$5,821,234</b>	<b>\$6,030,000</b>	<b>\$5,793,200</b>
<b>Staffing:</b>				
Full-Time	2	2	2	2
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ -	\$ -	\$ -	\$ -
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	5,454,233	5,599,968	5,814,500	5,543,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	257	38	500	-
5241 - Communications and Freight Services	600	600	600	600
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	-	-	-	-
5247 - Printing and Binding	458	-	500	1,000
5248 - Promotional Activities	-	-	1,200	2,000
5249 - Other Current Charges	91,804	91,827	95,000	118,000
5251 - Office Supplies	-	-	-	-
5252 - Operating Supplies	1,540	1,096	1,300	1,900
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	570	575	600	500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	5,459	7,194	10,300	14,300
9904 - Fleet Maintenance - Allocated Costs	201	266	500	700
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$5,555,122</b>	<b>\$5,701,564</b>	<b>\$5,925,000</b>	<b>\$5,682,000</b>

**FIRE/RESCUE SERVICE IMPACT FEES FUND**

**SOURCES & USES**

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
Impact Fees - Residential	\$ 10,939	\$ 9,438	\$ 4,000	\$ 4,000
Impact Fees - Commercial	-	26,234	8,000	11,000
Interest Income	<u>152</u>	<u>132</u>	<u>100</u>	<u>600</u>
<i>Total Revenues:</i>	11,091	35,804	12,100	15,600
Transfer In	-	-	-	-
Fund Balance Carryforward	<u>12,304</u>	<u>23,395</u>	<u>59,199</u>	<u>71,299</u>
<i>Total Sources:</i>	<u>\$ 23,395</u>	<u>\$ 59,199</u>	<u>\$ 71,299</u>	<u>\$ 86,899</u>
Transfers Out	-	-	-	-
Ending Fund Balance	<u>23,395</u>	<u>59,199</u>	<u>71,299</u>	<u>86,899</u>
<i>Total Uses:</i>	<u>\$ 23,395</u>	<u>\$ 59,199</u>	<u>\$ 71,299</u>	<u>\$ 86,899</u>

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

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
SHIP Funds-Current Year Program Award	\$ 294,866	\$ 297,993	\$ 413,351	\$ 554,500
Program Revenue	-	40,190	20,000	3,800
Interest Income	<u>1,108</u>	<u>952</u>	<u>1,224</u>	<u>1,000</u>
<i>Total Revenues:</i>	295,974	339,135	434,575	559,300
Fund Balance Carryforward	<u>10,490</u>	<u>153,653</u>	<u>428,825</u>	<u>530,700</u>
<i>Total Sources:</i>	<u>\$ 306,464</u>	<u>\$ 492,788</u>	<u>\$ 863,400</u>	<u>\$ 1,090,000</u>
Operating Expenditures:				
Grant Administration	\$ 11,099	\$ 31,625	\$ 46,700	\$ 55,450
Purchase Assistance Program	-	-	35,000	554,550
Owner Occupied Rehabilitation Program	141,512	32,338	250,000	400,000
Homeowner Counseling Program	200	-	1,000	5,000
Homeless Prevention	<u>-</u>	<u>-</u>	<u>-</u>	<u>75,000</u>
<i>Total Expenditures:</i>	152,811	63,963	332,700	1,090,000
Ending Fund Balance Carryforward	<u>153,653</u>	<u>428,825</u>	<u>530,700</u>	<u>-</u>
<i>Total Uses:</i>	<u>\$ 306,464</u>	<u>\$ 492,788</u>	<u>\$ 863,400</u>	<u>\$ 1,090,000</u>

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

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
CDBG Funds-Current Year Program Award	\$ 453,929	\$ 440,095	\$ 449,628	\$ 465,730
<i>Total Revenues:</i>	453,929	440,095	449,628	465,730
Transfer In	-	-	-	-
Fund Balance Carryforward	297,884	198,089	348,312	241,670
<i>Total Sources:</i>	<u>\$ 751,813</u>	<u>\$ 638,184</u>	<u>\$ 797,940</u>	<u>\$ 707,400</u>
Operating Expenditures:				
Grant Administration	\$ 67,183	\$ 73,767	\$ 89,900	\$ 93,100
Housing Rehabilitation Program	68,910	26,378	25,270	164,400
Infrastructure Improvement Program	208,035	-	-	-
Public Services	65,999	58,051	67,300	69,900
Public Facilities	143,597	131,676	373,800	80,000
<i>Total Expenditures:</i>	553,724	289,872	556,270	407,400
Transfers Out	-	-	-	300,000
Ending Fund Balance Carryforward	198,089	348,312	241,670	-
<i>Total Uses:</i>	<u>\$ 751,813</u>	<u>\$ 638,184</u>	<u>\$ 797,940</u>	<u>\$ 707,400</u>

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**CDBG FUND  
CAPITAL OUTLAY BUDGET DETAIL**

	<u>Capital Budget</u>
<b><u>Stormwater Projects:</u></b>	
No stormwater projects for FY 16/17	<u>\$ -</u>
	<u>-</u>
<b><u>Parks Projects:</u></b>	
Festival Park Playground Surface Repair	<u>80,000</u>
	<u>80,000</u>
	 <u>\$ 80,000</u>

**CDBG Fund Capital Projects – Budget FY 16/17**

**Festival Park Playground Surface** **FY 16/17: \$80,000**

The existing playground surface is square tiles that fit together. These tiles are beginning to warp. The scope of this project is to backfill the edges of these tiles removing a potential safety hazard. Festival Park is one of the City's most heavily utilized parks and it is imperative to reduce/remove this safety hazard.

**Community Center** **FY 16/17: \$300,000 (grant)**

The CDBG grant will assist with the funding of the City's new Community Center. The grant will provide funding of \$300,000 for two consecutive years towards this new facility in the form of a transfer to the Municipal Complex Fund.

**STREETLIGHTING DISTRICTS FUND**  
**SOURCES & USES**

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

<u>Description</u>	<u>Actual</u> <u>FY 13/14</u>	<u>Actual</u> <u>FY 14/15</u>	<u>Estimated</u> <u>Actual</u> <u>FY 15/16</u>	<u>Adopted</u> <u>Budget</u> <u>FY 16/17</u>
Assessments	\$ 160,638	\$ 135,779	\$ 140,300	\$ 149,900
Interest Income	321	13	100	300
<i>Total Revenues:</i>	160,959	135,792	140,400	150,200
Transfer In	-	-	-	-
Fund Balance Carryforward	7,059	8,567	6,546	5,446
<i>Total Sources:</i>	<u>\$ 168,018</u>	<u>\$ 144,359</u>	<u>\$ 146,946</u>	<u>\$ 155,646</u>
Administration Charge	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Operating Expenditures	127,451	128,813	132,500	140,900
<i>Total Expenditures:</i>	136,451	137,813	141,500	149,900
Transfers Out	23,000	-	-	-
Ending Fund Balance	8,567	6,546	5,446	5,746
<i>Total Uses:</i>	<u>\$ 168,018</u>	<u>\$ 144,359</u>	<u>\$ 146,946</u>	<u>\$ 155,646</u>

**PARK IMPACT FEES FUND**  
**SOURCES & USES**

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

<u>Description</u>	<u>Actual</u> FY 13/14	<u>Actual</u> FY 14/15	<u>Estimated</u> Actual FY 15/16	<u>Adopted</u> Budget FY 16/17
Impact Fees - Residential	\$ 79,367	\$ 68,473	\$ 65,000	\$ 62,000
Interest Income	<u>685</u>	<u>1,009</u>	<u>500</u>	<u>1,400</u>
<i>Total Revenues:</i>	80,052	69,482	65,500	63,400
Transfer In	-	-	-	-
Fund Balance Carryforward	<u>96,865</u>	<u>176,917</u>	<u>240,999</u>	<u>306,499</u>
<i>Total Sources:</i>	<u>\$ 176,917</u>	<u>\$ 246,399</u>	<u>\$ 306,499</u>	<u>\$ 369,899</u>
Transfers Out	-	5,400	-	315,000
Ending Fund Balance	<u>176,917</u>	<u>240,999</u>	<u>306,499</u>	<u>54,899</u>
<i>Total Uses:</i>	<u>\$ 176,917</u>	<u>\$ 246,399</u>	<u>\$ 306,499</u>	<u>\$ 369,899</u>

**TRANSPORTATION FUND  
SOURCES & USES**

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
1-6 Cent Gas Tax	\$ 1,190,659	\$ 1,241,350	\$ 1,500,000	\$ 1,347,000
1-5 Cent Gas Tax	888,711	920,072	750,000	792,000
Grant Funding	-	-	-	157,500
Interest Income	1,747	7,573	2,000	126,000
Miscellaneous Revenue	-	-	-	-
<i>Total Revenues:</i>	<u>2,081,117</u>	<u>2,168,995</u>	<u>2,252,000</u>	<u>2,422,500</u>
Transfers In	111,495	775,438	570,000	150,000
Bond Proceeds	-	-	18,600,000	-
Total Revenues, Bond Proceeds, and Transfers In	<u>2,192,612</u>	<u>2,944,433</u>	<u>21,422,000</u>	<u>2,572,500</u>
Fund Balance Carryforward	<u>3,894,605</u>	<u>2,687,471</u>	<u>2,875,057</u>	<u>17,900,457</u>
<i>Total Sources:</i>	<u>\$ 6,087,217</u>	<u>\$ 5,631,904</u>	<u>\$ 24,297,057</u>	<u>\$ 20,472,957</u>
Personal Services	\$ 86,154	\$ 89,224	\$ 95,500	\$ 140,100
Operating Expenses	18,580	26,870	18,600	19,500
Debt Service:				
Principal	795,000	830,000	830,000	920,000
Interest	661,575	627,425	627,500	734,100
Capital Outlay	<u>1,838,437</u>	<u>1,183,328</u>	<u>4,825,000</u>	<u>4,801,000</u>
<i>Total Expenditures:</i>	<u>3,399,746</u>	<u>2,756,847</u>	<u>6,396,600</u>	<u>6,614,700</u>
Ending Fund Balance	<u>2,687,471</u>	<u>2,875,057</u>	<u>17,900,457</u>	<u>13,858,257</u>
<i>Total Uses:</i>	<u>\$ 6,087,217</u>	<u>\$ 5,631,904</u>	<u>\$ 24,297,057</u>	<u>\$ 20,472,957</u>

Transportation Fund

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 62,947	\$ 64,337	\$ 67,000	\$ 99,400
Overtime	681	580	400	300
Other Pay	-	-	-	-
Benefits and Taxes	22,526	24,307	28,100	40,400
<b>Total Personal Service Costs</b>	<b>86,154</b>	<b>89,224</b>	<b>95,500</b>	<b>140,100</b>
Operating Expenditures	18,580	26,870	18,600	19,500
<b>Capital Transfers/Outlay:</b>				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	1,838,437	1,183,328	4,825,000	4,801,000
Debt Service	1,456,575	1,457,425	1,457,500	1,654,100
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>3,399,746</b>	<b>2,756,847</b>	<b>6,396,600</b>	<b>6,614,700</b>
<b>Staffing:</b>				
Full-Time	-	-	-	-
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 1,050	\$ 9,705	\$ 1,100	\$ 1,500
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	500	-	500	1,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	-
5241 - Communications and Freight Services	30	165	-	-
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	-	-	-	-
5247 - Printing and Binding	-	-	-	-
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	17,000	17,000	17,000	17,000
5251 - Office Supplies	-	-	-	-
5252 - Operating Supplies	-	-	-	-
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	-	-	-	-
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	-	-
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$ 18,580</b>	<b>\$ 26,870</b>	<b>\$ 18,600</b>	<b>\$ 19,500</b>

**TRANSPORTATION FUND  
CAPITAL OUTLAY BUDGET DETAIL**

	<u>Capital Budget</u>
Road Resurfacing	\$ 856,000
Sidewalks	1,036,000
 <b><u>Projects:</u></b>	
E. Normandy Blvd. (Farrington Dr. to Quincy Ave.)	1,200,000
Catalina Blvd./Howland Blvd. Intersection Improvements	450,000
Transportation Master Plan	150,000
Tivoli Dr. Intersection Improvements	1,100,000
	<u>2,900,000</u>
 <b><u>Equipment:</u></b>	
Nuclear Density Gauge	<u>9,000</u>
	<u><u>\$ 4,801,000</u></u>

**Transportation Fund Capital Projects – Budget FY 16/17**

**Road Resurfacing & Striping** **FY 16/17:** \$856,000

The consequences resulting from not funding road resurfacing would include undue wear and deterioration on the roadway infrastructure, a tremendous safety and liability issue from increased accidents and a cost increase in repairs and/or complete reconstruction of the roadway at a later date. Resurfacing greatly reduces the hazards and threats to public safety. By restoring rough, damaged and deteriorating roadways to a like-new condition allows the general public to travel more comfortably, safely and confidently. Road resurfacing includes putting thermoplastic striping to replace the temporary paint that is initially laid down when a road is resurfaced. Road resurfacing in the FY 16/17 budget is being funded by bond proceeds, Series 2016.

**Sidewalks** **FY 16/17:** \$1,036,000

The City has an on-going program to add sidewalks throughout the City. The current policy is to install sidewalks within ½ mile of elementary schools and on collector roadways.

**E. Normandy Blvd. Rebuild (Farrington-Quincy)** **FY 16/17:** \$1,200,000

E. Normandy is a main thoroughfare and has deteriorated over the last several years and engineering investigation has determined that a rebuild is required rather than repaving. This project is part of the City’s overall road widening plan and the condition of this road has been monitored for several years.

As the City has grown, traffic congestion has also increased. This project was designed in FY 15/16 with construction to begin this fiscal year.

**Catalina / Howland Blvd. Intersection Improv.** **FY 16/17:** \$450,000

The project will be constructed in an effort to improve the flow of traffic in this area. This project includes the installation of turn lanes and signalization improvements.

**Transportation Master Plan** **FY 16/17:** \$150,000

This is to update the Transportation Master Plan for the City of Deltona. The plan needs to be updated to account for the recent growth within the City and to plan for future growth.

**Tivoli Intersection Improvements** **FY 16/17:** \$1,100,000

Improvements will be made to the intersections at Tivoli and Providence Blvd. as well as Tivoli and Saxon Blvd. Improvements will include additional lanes as well as improvements to the signalization at both intersections.

**Transportation Fund Equipment – Budget FY 16/17**

**Nuclear Density Gauge** **FY 16/17:** \$9,000

The nuclear moisture density gauge is used for compaction control of soil, aggregate, concrete and full depth asphalt. The gauge must meet or exceed the ASTM standards D6938, D2950 and C1040. The gauge will be utilized for roadway density tests that are needed during construction and during emergency situations.

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**TREE REPLACEMENT FEES FUND**  
**SOURCES & USES**

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

<u>Description</u>	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
Fees	\$ 66,578	\$ 46,771	\$ 150,000	\$ 5,000
Interest Income	2,716	2,637	1,500	3,600
<i>Total Revenues:</i>	69,294	49,408	151,500	8,600
Transfer In	-	-	-	-
Fund Balance Carryforward	468,476	477,627	455,701	557,201
<i>Total Sources:</i>	<u>\$ 537,770</u>	<u>\$ 527,035</u>	<u>\$ 607,201</u>	<u>\$ 565,801</u>
Tree Replacement Expenditures	\$ 60,143	\$ 71,334	\$ 50,000	\$ 230,000
Ending Fund Balance	477,627	455,701	557,201	335,801
<i>Total Uses:</i>	<u>\$ 537,770</u>	<u>\$ 527,035</u>	<u>\$ 607,201</u>	<u>\$ 565,801</u>

**TREE REPLACEMENT FEES FUND  
CAPITAL OUTLAY BUDGET DETAIL**

	Capital Budget	Department
<b><u>Projects:</u></b>		
City-wide Beautification	\$ 50,000	City-wide
Landscaping - Public Works	25,000	City-wide
Landscaping - Medians, Right-of-Ways, and stormwater PondsPublic Works	155,000	City-wide
	\$ 230,000	

Tree Replacement Fees Fund

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**Tree Replacement Fees Fund – Budget FY 16/17**

**Beautification - Parks**

**FY 16/17: \$50,000**

The scope of this request will be to continue with the City-wide beautification program throughout the City. The project will include the addition of landscaping, removing/replacing trees and the development of green space in City parks and at City facilities as well as maintaining existing landscaping. A portion of the funding for this request is from budgeted funds that will not be spent in FY 15/16.

**Landscaping – Public Works**

**FY 16/17: \$25,000**

The funds in this category are for use by Public Works to replace the landscaping of residents that is destroyed by City projects. A portion, if not all, of the funding for this request is from budgeted funds that will not be spent in FY 15/16.

**Landscaping – Medians, ROW’s,  
Stormwater Ponds**

**FY 16/17: \$155,000**

The scope of this category includes landscaping of City properties and the development of green spaces along right-of-ways. The focus areas include stormwater ponds and other City facilities, upgrading and/or maintaining existing landscaping and new landscaping in the median’s and right-of-ways. A portion, if not all, of the funding for this request is from budgeted funds that will not be spent in FY 15/16.

**ENVIRONMENTAL IMPROVEMENT TRUST FUND  
SOURCES & USES**

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
Fees	\$ -	\$ -	\$ -	\$ -
Interest Income	<u>295</u>	<u>123</u>	<u>150</u>	<u>200</u>
<i>Total Revenues:</i>	295	123	150	200
Transfer In	-	-	-	-
Fund Balance Carryforward	<u>40,517</u>	<u>40,812</u>	<u>40,935</u>	<u>41,085</u>
<i>Total Sources:</i>	<u>\$ 40,812</u>	<u>\$ 40,935</u>	<u>\$ 41,085</u>	<u>\$ 41,285</u>
Mitigation Expenditures	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	<u>40,812</u>	<u>40,935</u>	<u>41,085</u>	<u>41,285</u>
<i>Total Uses:</i>	<u>\$ 40,812</u>	<u>\$ 40,935</u>	<u>\$ 41,085</u>	<u>\$ 41,285</u>

**LAW ENFORCEMENT IMPACT FEES FUND  
SOURCES & USES**

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

<u>Description</u>	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
Impact Fees - Residential	\$ 5,931	\$ 5,117	\$ 2,000	\$ 4,000
Impact Fees - Commercial	-	14,224	5,000	3,000
Interest Income	141	96	100	400
<i>Total Revenues:</i>	6,072	19,437	7,100	7,400
Transfer In	-	-	-	-
Fund Balance Carryforward	14,638	20,710	40,147	47,247
<i>Total Sources:</i>	<u>\$ 20,710</u>	<u>\$ 40,147</u>	<u>\$ 47,247</u>	<u>\$ 54,647</u>
Transfers Out	-	-	-	-
Ending Fund Balance	20,710	40,147	47,247	54,647
<i>Total Uses:</i>	<u>\$ 20,710</u>	<u>\$ 40,147</u>	<u>\$ 47,247</u>	<u>\$ 54,647</u>

**ECONOMIC DEVELOPMENT FUND  
SOURCES & USES**

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
Transfer In - General Fund	\$ -	\$ 1,841,400	\$ -	\$ -
Fund Balance Carryforward	-	-	1,841,400	1,761,400
<i>Total Sources:</i>	<u>\$ -</u>	<u>\$ 1,841,400</u>	<u>\$ 1,841,400</u>	<u>\$ 1,761,400</u>
Operating Expenses	\$ -	\$ -	\$ 80,000	\$ -
Transfers Out	-	-	-	841,400
Ending Fund Balance	-	1,841,400	1,761,400	920,000
<i>Total Uses:</i>	<u>\$ -</u>	<u>\$ 1,841,400</u>	<u>\$ 1,841,400</u>	<u>\$ 1,761,400</u>

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

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
NSP Funds	\$ 389,402	\$ -	\$ -	\$ 226,000
Program Income	201,588	150,662	226,400	229,000
Interest Income	(187)	600	-	-
<i>Total Revenues:</i>	590,803	151,262	226,400	455,000
Transfer In	-	-	-	-
Fund Balance Carryforward	-	-	-	-
<i>Total Sources:</i>	<u>\$ 590,803</u>	<u>\$ 151,262</u>	<u>\$ 226,400</u>	<u>\$ 455,000</u>
Operating Expenditures:				
Grant Administration	\$ 77,378	\$ 72,191	\$ 80,000	\$ 80,000
Purchase Rehabilitation	243,917	75,100	145,000	175,000
Redevelopment	269,508	3,971	1,400	200,000
<i>Total Expenditures:</i>	590,803	151,262	226,400	455,000
Ending Fund Balance Carryforward	-	-	-	-
<i>Total Uses:</i>	<u>\$ 590,803</u>	<u>\$ 151,262</u>	<u>\$ 226,400</u>	<u>\$ 455,000</u>

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

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
NSP3 Funds	\$ 402,348	\$ 34,523	\$ 40,000	\$ 3,000
Program Income	<u>154,674</u>	<u>15,701</u>	<u>250,000</u>	<u>50,000</u>
<i>Total Revenues:</i>	557,022	50,224	290,000	53,000
Transfer In	-	-	-	-
Fund Balance Carryforward	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Sources:</i>	<u>\$ 557,022</u>	<u>\$ 50,224</u>	<u>\$ 290,000</u>	<u>\$ 53,000</u>
Operating Expenditures:				
Grant Administration	\$ 42,575	\$ 32,823	\$ 40,000	\$ 21,000
Purchase Rehabilitation	<u>514,447</u>	<u>17,401</u>	<u>250,000</u>	<u>32,000</u>
<i>Total Expenditures:</i>	557,022	50,224	290,000	53,000
Ending Fund Balance Carryforward	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Uses:</i>	<u>\$ 557,022</u>	<u>\$ 50,224</u>	<u>\$ 290,000</u>	<u>\$ 53,000</u>

**TRANSPORTATION IMPACT FEES FUND**  
**SOURCES & USES**

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

<u>Description</u>	<u>Actual</u> <u>FY 13/14</u>	<u>Actual</u> <u>FY 14/15</u>	<u>Estimated</u> <u>Actual</u> <u>FY 15/16</u>	<u>Adopted</u> <u>Budget</u> <u>FY 16/17</u>
Impact Fees - Residential	\$ 57,159	\$ 48,351	\$ 62,000	\$ 35,000
Impact Fees - Commercial	54,336	227,087	8,000	115,000
Interest Income	-	-	-	-
<i>Total Revenues:</i>	<u>111,495</u>	<u>275,438</u>	<u>70,000</u>	<u>150,000</u>
Transfer In	-	-	-	-
Fund Balance Carryforward	-	-	-	-
<i>Total Sources:</i>	<u>\$ 111,495</u>	<u>\$ 275,438</u>	<u>\$ 70,000</u>	<u>\$ 150,000</u>
Transfers Out	111,495	275,438	70,000	150,000
Ending Fund Balance	-	-	-	-
<i>Total Uses:</i>	<u>\$ 111,495</u>	<u>\$ 275,438</u>	<u>\$ 70,000</u>	<u>\$ 150,000</u>

**LAKE DISTRICTS FUND  
SOURCES & USES**

The Lake Districts Fund accounts for the fiscal activity relating to the City's provision of lake treatment services within the defined lakes of each district. These services include those activities associated with managing aquatic plant communities as deemed beneficial and/or critical to restoring, developing and/or maintaining conditions that enhance the water quality, recreational usages, and overall-all health of the waterbody. Primary activities include herbicide treatments for hydrilla, hyacinths (lake wide), and other exotic/nuisance species within the navigable water way only. Assessments are billed annually through the Volusia County Property Appraiser. Creation of a Lake District requires a positive vote of at least 51% of the benefited property owners.

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
Assessments Fees	\$ -	\$ -	\$ -	\$ -
Interest Income	-	-	-	-
<i>Total Revenues:</i>	-	-	-	-
Transfer In	-	-	-	60,500
Fund Balance Carryforward	-	-	-	-
<i>Total Sources:</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 60,500</u>
Operating Expenses	-	-	-	60,500
Ending Fund Balance	-	-	-	-
<i>Total Uses:</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 60,500</u>

**GRANTS MATCH FUND  
SOURCES & USES**

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
Transfer In - General Fund	\$ -	\$ 500,000	\$ 500,000	\$ 841,400
Fund Balance Carryforward	-	-	500,000	1,000,000
<i>Total Sources:</i>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 1,000,000</u>	<u>\$ 1,841,400</u>
Transfers Out - Parks Projects	-	-	-	100,000
Ending Fund Balance	-	500,000	1,000,000	1,741,400
<i>Total Uses:</i>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 1,000,000</u>	<u>\$ 1,841,400</u>

**MISCELLANEOUS GRANTS FUND  
SOURCES & USES**

This Fund was established to account for the fiscal activities of miscellaneous grants the City receives that do not benefit any single fund or function. The City has been awarded a total of \$194,000 in Residential Construction Mitigation Program (RCMP) funding. The activities of this grant will be tracked in this fund. This funding is provided from the State of Florida Hurricane Catastrophe Trust Fund. All of the funds the City receives will be awarded to City residents to improve the wind resistance of City residences. The City will focus on providing aid to families and individuals who are at the highest risk of experiencing damage from winds.

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
RCMP Funds-Current Year Program Award	\$ -	\$ -	\$ 194,000	\$ 167,000
Interest Income	-	-	-	-
<i>Total Revenues:</i>	-	-	194,000	167,000
Transfer In - General Fund	-	-	-	-
Fund Balance Carryforward	-	-	-	-
<i>Total Sources:</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 194,000</u>	<u>\$ 167,000</u>
Operating Expenditures				
Grant Administration	\$ -	\$ -	\$ 19,400	\$ 13,000
Mitigation Assistance	-	-	174,600	154,000
<i>Total Expenditures:</i>	-	-	194,000	167,000
Ending Fund Balance	-	-	-	-
<i>Total Uses:</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 194,000</u>	<u>\$ 167,000</u>





**WATER/SEWER UTILITY FUND  
SOURCES & USES**

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

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
Charges for Services	\$ 16,617,929	\$ 17,613,324	\$ 18,159,000	\$ 18,695,000
Assessment Fees - Water & Wastewater or Im	398,205	581,133	485,000	524,000
Other Revenue	(372,173)	92,043	20,000	25,000
Interest Income	52,789	59,012	73,000	73,000
Grant Funding	1,189,433	2,384,891	350,664	2,475,000
<i>Total Revenues:</i>	<u>17,886,183</u>	<u>20,730,403</u>	<u>19,087,664</u>	<u>21,792,000</u>
Transfer In - General Fund	-	118,000	-	-
Debt Proceeds-2014 Bond Issue	-	30,205,539	-	-
BAN - Loan Proceeds / Net BAN Payoff	7,000,000	(7,000,000)	-	-
State Revolving Fund Loan Proceeds	9,039,412	16,027,553	2,500,000	3,525,000
Fund Equity Carryforward	7,006,925	9,111,509	24,357,085	20,736,397
<i>Total Sources:</i>	<u>\$ 40,932,520</u>	<u>\$ 69,193,004</u>	<u>\$ 45,944,749</u>	<u>\$ 46,053,397</u>
Personal Services	\$ 3,912,582	\$ 4,082,114	\$ 4,493,400	\$ 5,225,000
Operating Expenses	3,852,742	3,735,294	4,495,390	5,515,200
Debt Service:				
Principal	1,945,000	1,290,000	1,540,000	2,223,000
Interest	4,660,241	5,141,498	5,490,822	5,869,900
Defeasance of 2013 Bond Issue	26,500	181,440	-	-
Capital Outlay	17,423,946	30,405,573	9,188,740	13,987,700
<i>Total Expenditures:</i>	<u>31,821,011</u>	<u>44,835,919</u>	<u>25,208,352</u>	<u>32,820,800</u>
Ending Fund Equity	9,111,509	24,357,085	20,736,397	13,232,597
<i>Total Uses:</i>	<u>\$ 40,932,520</u>	<u>\$ 69,193,004</u>	<u>\$ 45,944,749</u>	<u>\$ 46,053,397</u>

**ENTERPRISE FUNDS**

**Trend Analysis - Revenues By Source**

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
<b><u>SOURCES</u></b>				
Charges for Services	\$ 16,617,929	\$ 17,613,324	\$ 18,159,000	\$ 18,695,000
Other Revenue	(372,173)	92,043	20,000	25,000
Grant Funding	1,189,433	2,384,891	350,664	2,475,000
Impact Fees	398,205	581,133	485,000	524,000
Interest Income	52,789	59,012	73,000	73,000
<i>Revenues</i>	<u>17,886,183</u>	<u>20,730,403</u>	<u>19,087,664</u>	<u>21,792,000</u>
Transfer In - General Fund	-	118,000	-	-
Debt Proceeds-2014 Bond Issue	-	30,205,539	-	-
BAN - Loan Proceeds / Net BAN Payoff	7,000,000	(7,000,000)	-	-
State Revolving Fund Loan Proceeds	9,039,412	16,027,553	2,500,000	3,525,000
Fund Balance Carryforward	7,006,925	9,111,509	24,357,085	20,736,397
<b>TOTAL SOURCES:</b>	<b><u>\$ 40,932,520</u></b>	<b><u>\$ 69,193,004</u></b>	<b><u>\$ 45,944,749</u></b>	<b><u>\$ 46,053,397</u></b>

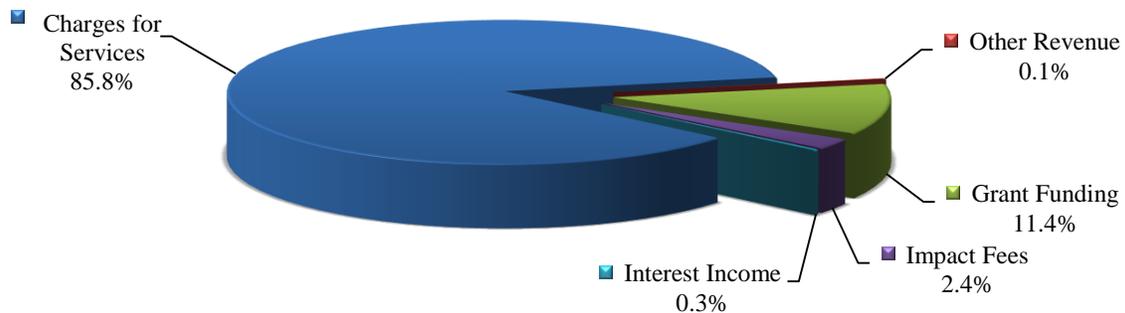
**SOURCES**

**Budget FY 16/17 Compared to FY 15/16 Estimated Actual**

Charges for Services	2.95%
Other Revenue	25.00%
Grant Funding	605.80%
Impact Fees	8.04%
Interest Income	0.00%
<i>Revenues</i>	<u><u>14.17%</u></u>

**REVENUES BY SOURCE**

**TOTAL: \$21,792,000**  
**(Excluding Debt Proceeds and Fund Balance Carryforward)**



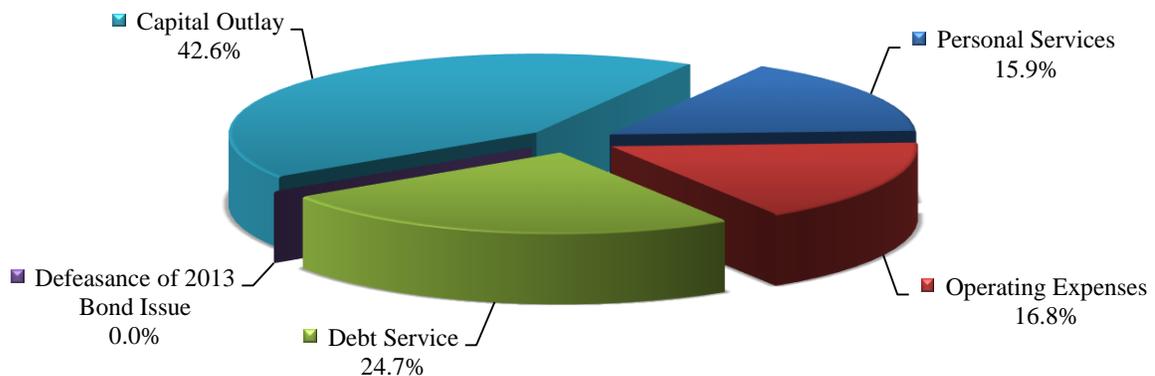
**ENTERPRISE FUNDS**

**Trend Analysis - Expenses By Function**

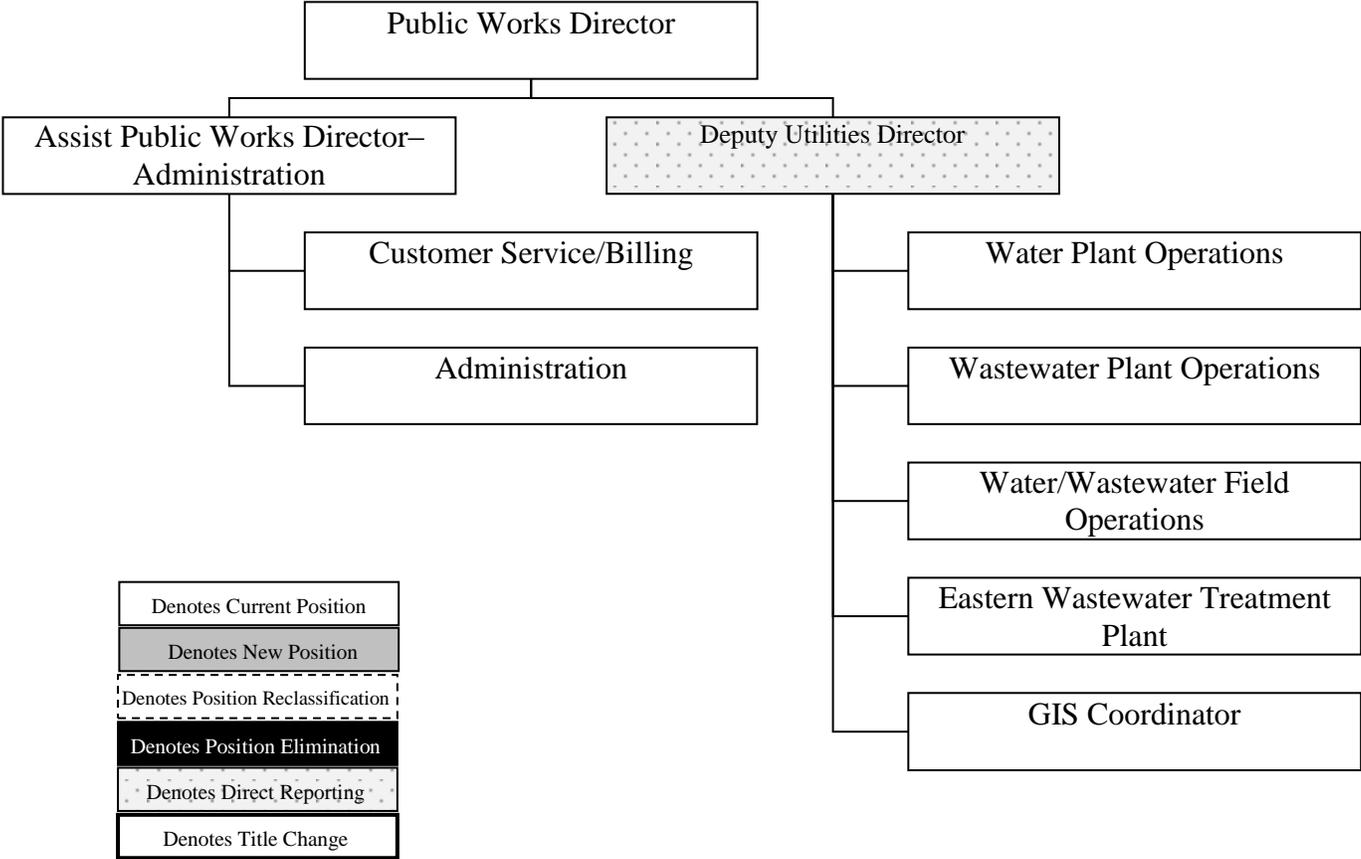
<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
<b>USES</b>				
Personal Services	\$ 3,912,582	\$ 4,082,114	\$ 4,493,400	\$ 5,225,000
Operating Expenses	3,852,742	3,735,294	4,495,390	5,515,200
Debt Service	6,605,241	6,431,498	7,030,822	8,092,900
Defeasance of 2013 Bond Issue	26,500	181,440	-	-
Capital Outlay	17,423,946	30,405,573	9,188,740	13,987,700
Ending Fund Equity	<i>Appropriations</i> 31,821,011	44,835,919	25,208,352	32,820,800
	9,111,509	24,357,085	20,736,397	13,232,597
	<b><i>TOTAL USES:</i></b>	<b>\$ 69,193,004</b>	<b>\$ 45,944,749</b>	<b>\$ 46,053,397</b>

<u>USES</u>	<u>Budget FY 16/17 Compared to FY 15/16 Estimated Actual</u>
Personal Services	16.28%
Other Operating Costs	22.69%
Debt Service	15.11%
Capital Projects	52.23%
<i>Appropriations</i>	<u>30.20%</u>

**EXPENSES BY FUNCTION**  
**TOTAL: \$32,820,800**  
**(Excluding Ending Fund Equity)**



WATER/SEWER UTILITY FUND



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

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

**WATER/SEWER UTILITY FUND**  
**GOALS, OBJECTIVES & PERFORMANCE MEASURES**

**FY 15/16 Accomplishments:**

- Addition of a dedicated GIS staff member which will allow for maintenance of an up-to-date database of the City's utility infrastructure – *Position filled*
- Addition of a Chief Wastewater Operator to oversee the operations of the new Wastewater plant – *Position filled*
- Grand opening of fully operational Eastern Water Reclamation Facility – *CO issued on building, flow transitioned to the facility*
- Complete the migration of the utility billing software which will provide additional billing and payment options; this should reduce the City's PCI liability exposure – *Continuing with the project, estimated timeline of completion is FY 16/17 - Munis Development team is researching/addressing issues with the data and programming. Looking at merchant card processors that provide PCI security cost anticipated to be offset by a user convenience fee*
- Purchase of a Valve Insertion Machine which will allow the City to perform larger taps for items such as fire hydrants without having to interrupt service – *Equipment purchased*
- Finalize the Ft. Smith 4B utility installation and complete the LFA Well and final testing of the brackish aquifer – *Utility installation on Ft. Smith 4B is complete and the LFA Well is complete.*
- Reduction in cost of sludge hauling and wastewater previously sent to Volusia County – *Flow is currently being sent to the EWRP therefore reducing the amount sent to the County*
- Additional funding to cover instrumentation calibration/repairs and well repairs – *Currently in process and is an on-going effort*

**FY 16/17 Key Goals:**

- Complete the migration of the utility billing software – *Strategic Goal: Internal and External Communication- service delivery*
- Lake Monroe Phase 4A construction will begin (pending cost share and SRF funding) – *Strategic Goal: Infrastructure*
- Lake Monroe Phase 4B design and planning will continue – *Strategic Goal: Infrastructure*
- Construction of the reclaimed water system connections for Dewey Boster, Coventry and Live Oak – *Strategic Goal: Infrastructure*
- Automation of the Deltona North Interconnect with Volusia County Utilities – *Strategic Goal: Infrastructure/Public Safety*
- Completion of the SCADA system upgrade – *Strategic Goal: Infrastructure/Public Safety*
- Coordinate and assist Planning and Development on the Saxon Sewer project (General fund) – *Strategic Goal: Economic Development/Infrastructure*
- Continue discussion relating to the AWS strategy – *Strategic Goal: Internal and External Communication*
- Phone system upgrade – *Strategic Goal: Internal and External Communication- service delivery*
- Addition of a Deputy Utility Director, two Operators and a Utility Maintenance Tech. to fully staff the EWRP – *Strategic Goal: Economic Development*

**WATER/SEWER UTILITY FUND**

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

**Key Ongoing Goals:**

- Complete the implementation of an upgraded customer information system that will streamline and modernize the customer experience thereby enhancing overall customer satisfaction.
- Partner with other departments to embrace innovative technologies to ensure the prudent use of resources, technology and innovations through teamwork and coordination.
- Present education material to help residents use water more efficiently.
- Continue to improve and expand on GIS capabilities which will allow the City to transition its infrastructure data into an electronic format for more efficient and cost effective access to information.

**Key Objectives:**

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

**Key Performance Measures:**

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

	<b>Actual FY 2014/15</b>	<b>Estimated FY 2015/16</b>	<b>Budget FY 2016/17</b>
	11,104	10.5	10.5
	1,023	1,091	1,09
	1,450	1,400	1,400
	3,076	2,981	3,000
	540	425	550
	Monthly	Monthly	Monthly
	34,171	32,800	33,000
	24	24	24
	6	4	4

Water/Sewer Utility Fund

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 2,621,189	\$ 2,662,049	\$ 2,854,800	\$ 3,287,500
Overtime	141,463	154,570	249,100	215,800
Other Pay	16,226	17,166	17,300	22,000
Benefits and Taxes	1,133,704	1,248,329	1,372,200	1,699,700
<b>Total Personal Service Costs</b>	<b>3,912,582</b>	<b>4,082,114</b>	<b>4,493,400</b>	<b>5,225,000</b>
<b>Operating Expenditures</b>	<b>3,852,742</b>	<b>3,735,294</b>	<b>4,495,390</b>	<b>5,515,200</b>
<b>Capital Transfers/Outlay:</b>				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	17,423,946	30,405,573	9,188,740	13,987,700
Debt Service	6,631,741	6,612,939	7,030,822	8,092,900
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$31,821,011</b>	<b>\$44,835,920</b>	<b>\$25,208,352</b>	<b>\$32,820,800</b>
<b>Staffing:</b>				
Full-Time	67	76	78	82
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 167,157	\$ 197,526	\$ 198,800	\$ 408,100
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	168,621	142,205	173,400	201,500
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	2,793	1,019	5,100	9,400
5241 - Communications and Freight Services	189,123	198,650	195,800	221,600
5243 - Utility Services	1,039,178	979,923	994,500	1,384,500
5244 - Rentals and Leases	5,819	5,990	3,000	5,800
5245 - Insurance	102,534	136,384	209,300	143,500
5246 - Repairs and Maintenance Services	775,201	694,750	995,400	1,107,200
5247 - Printing and Binding	29,239	40,079	39,400	53,400
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	69,702	58,016	12,000	20,000
5251 - Office Supplies	15,516	34,227	19,000	22,900
5252 - Operating Supplies	820,071	781,162	972,300	1,170,000
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	37,437	34,018	34,600	57,700
5255 - Bank Charges	95,986	114,493	140,400	250,000
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	227,474	240,034	356,100	341,600
9904 - Fleet Maintenance - Allocated Costs	106,891	76,818	126,290	118,000
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$ 3,852,742</b>	<b>\$ 3,735,294</b>	<b>\$ 4,475,390</b>	<b>\$ 5,515,200</b>

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

	<u>Capital Budget</u>
<b><u>Water and Wastewater Projects:</u></b>	
Alternative Water Supply (West Volusia AWS)	\$ 150,000
Deltona Water Standards and Specifications Update	30,000
Wastewater Master Plan Updates	200,000
Water Master Plan Updates	200,000
EWRP Permit Renewal	50,000
Alexander Ave. Phase 2 RIB	150,000
Alexander Ave. Phase 3 RIB	250,000
Lake Monroe Reclaim Withdrawal Phase 4A	6,000,000
Lake Monroe Reclaim Withdrawal Phase 4B	500,000
LFA Treatment Plant & Well Design (AWS) - Well 2 & 3	125,000
LFA Well (Bracksih Deep Well) - Well 1	150,000
Magdalena/Saxon Interconnect	575,000
Magdalena Well	600,000
Reclaimed Water System - Dewey Boster	250,000
Reclaimed Water System - Coventry	200,000
Reclaimed Water System Expansion (CUP/AWS)	150,000
Reclaimed Water System - Live Oak	200,000
Automation of Interconnect with Volusia County at Normandy Blvd. E, Normandy (Saxon - Providence) 16' Watermain Improvements	150,000
Fisher EQ Tank Replacement	75,000
Florida Dr. Manhole Replacement	125,000
Ground Storage Tank (GST) Rehabilitation - (Sanitary Survey)	100,000
High Service Pump Upgrades	425,000
Lift Station Rehabs	75,000
Rehab Sewer Collection System	500,000
Water Main Replacements - Phase 5	500,000
Well Rehabs	200,000
Wellington WTP Watermain Upgrade	600,000
Zinnia Dr. Manhole Replacement	250,000
	12,880,000

	<u>Capital Budget</u>
<b><u>Other Equipment:</u></b>	
Contingency Fund for Misc. Equipment Purchase for Water	25,000
Contingency Fund for Misc. Equipment Purchase for Wastewater	25,000
Emergency Bypass Pump	52,000
Fence replacements	10,000
Fisher Access Gate Replacement	22,000
RA2 Mixer at Fisher	25,000
Lift Station Pumps Replacements	80,000
Retirement Meters	60,000
Water Meters	50,000
John Deer Gator HPX Diesel	12,000
Ford F-150 Trucks (5) - Field Operations	145,000
Ford F-250 Trucks (2) - Water Operations	72,000
Ford F-250 Truck - Wastewater Operations	36,000
Ford F-250 Truck - Field Operations	36,000
Ford F-450 Truck with Crane - Wastewater Operations	67,000
Light Tower - EWWTP	10,000
	<u>727,000</u>
<b><u>Computer Software and Equipment:</u></b>	
IT-Switches, Router & Peripherals Replacements	11,000
New / Replacement PC's - Tablets - Laptops	42,200
SCADA System Upgrade	150,000
Copier Replacements	50,000
Server Blade Replacements	20,000
Phone System Upgrade	100,000
Plotter	7,500
	<u>380,700</u>
	<u><u>\$ 13,987,700</u></u>

**Utility Capital Projects – Budget FY 16/17**

**Alternative Water Supply (West Volusia AWS) FY 16/17: \$150,000**

There is not enough water availability for current or future demands. Reductions in groundwater allocations by the St. Johns River Water Management District (SJRMD) are forcing this capital expense. This is an on-going project with potential costs of a very large magnitude.

**Deltona Water Standards and Specifications Update FY 16/17: \$30,000**

Deltona Water has not updated their Standards and Specifications, in its entirety, for several years. These standards are set for all projects that will connect to Deltona Water’s utility infrastructure. There have been many regulatory and product changes over the last few years.

**Wastewater Master Plan Updates FY 16/17: \$200,000**

Deltona Water last had its Wastewater Master Plan updated in 2008 which identified a 10 year plan. The term identified is nearing the end. Additionally, many projects have since been completed. It is necessary to have this plan updated to account for the changes over the years as well as to plan for future growth and regulatory requirements.

**Water Master Plan Updates FY 16/17: \$200,000**

Deltona Water last had its Water Master Plan updated in 2008 which identified a 10 year plan. The term identified is nearing the end. Additionally, many projects have since been completed. It is necessary to have this plan updated to account for the changes over the years as well as to plan for future growth and regulatory requirements.

**EWRF Permit Renewal FY 16/17: \$50,000**

The operating permit for the existing wastewater treatment facility is required to be renewed every five years. Renewal of this permit is very complex and requires the assistance of outside professionals.

**Utility Expansion Projects – Budget FY 16/17**

**Alexander Ave. Phase 2 RIB FY 16/17: \$150,000**

This project is a continuation from FY 15/16 and this phase should be completed in FY 16/17. The RIB site is physically located on the southern portion of the 122 acre site. The completion and operation of the EWRF relies on this project as part of the issued FDEP permit for the EWRF and includes completion of this project. Development in the City’s growth areas and the SR 415 corridor depends upon the provision of sewer service and the success of this project.

Water/Sewer Utility Fund

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**Alexander Ave. Phase 3 RIB** **FY 16/17:** \$250,000

This project consists of the design and permitting of Phase 3 of the RIB site. This is to design the additional ribs to be constructed on the 40 acres immediately north of the existing rib site. Construction is anticipated to begin in FY 17/18.

**Lake Monroe Project Phase 4A** **FY 16/17:** \$6,000,000

This project is currently underway. Construction related to improvements to the 122 acre RIB site consists of a lined reservoir, filter equipment, chemical feed equipment, and alum feed system, piping, appurtenances, electrical & instrumentation and site work. Future grant funding is estimated at 33% of construction costs.

**Lake Monroe Project Phase 4B** **FY 16/17:** 500,000

The engineering and permitting services for Phase 4B are currently underway and will continue into FY 16/17. The scope of this project consists of the pipeline, intake structures, pump station, and an additional 2MG storage tank. Construction is anticipated to take place over the next three years. Future grant funding is estimated at 33% of construction costs.

**LFA Well Design (AWS) – Well 2 & 3** **FY 16/17:** \$125,000

The design and permitting for two additional wells will be completed this year. Construction of the wells is scheduled for future years.

**LFA Well (AWS) – Well 1** **FY 16/17:** \$150,000

Well 1 has been constructed as part of the AWS effort. This project consists of adding additional equipment to the site including the well pump, well piping and metering equipment necessary to put the well into service.

**Magdalena / Saxon Interconnect** **FY 16/17:** \$575,000

The interconnect between Plant 16 and Plant 7 is needed to supply the Plant 16 storage tank. Currently, water demand can drain down the tank faster than the existing well can supply water. The facility could run out of water during a heavy demand cycle such as when firefighting.

**Magdalena Well** **FY 16/17:** \$600,000

There is a need for an additional well at our Magdalena well site. With the recent completion of the ground storage tank, the additional well will ensure that an adequate supply of water is available during peak demand times. This well would increase operational continuity as related to maintaining water pressure for public health and/or fire protection. Engineering, design and permitting were budgeted for in FY 15/16. Construction phase in FY 16/17.

Water/Sewer Utility Fund

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**Reclaimed Water System – Dewey Boster**                      **FY 16/17: \$250,000**

This project has been designed to include the expansion of the existing reclaim water service to additional areas. This project is part of the larger effort to provide alternative means of irrigation for customers in order to reduce the impact on the draw from the aquifer.

**Reclaimed Water System - Coventry**                                      **FY 16/17: \$200,000**

This project has been designed to include expansion of the existing reclaim water service to additional areas. This project is part of the larger effort to provide alternative means of irrigation for customers in order to reduce the impact on the draw from the aquifer.

**Reclaimed Water System Expansion**                                      **FY 16/17: \$150,000**  
**(CUP/AWS)**

Reclaimed main expansion projects are needed primarily for the eastern portion of Deltona to be able to provide reclaimed water to residential and commercial properties. The reclaimed water will be provided by the EWRf. This expansion will assist with meeting regulatory and compliance requirements for the City’s CUP and Alternative Water.

**Reclaimed Water System-Live Oak**                                      **FY 16/17: \$200,000**

This project has been designed to include the expansion of the existing reclaim water service to additional areas. This project is part of the larger effort to provide alternative means of irrigation for customers in order to reduce the impact on the draw from the aquifer.

**Utility Renewal and Replacement Projects – Budget FY 16/17**

**Automation of Interconnect with Volusia**                                      **FY 16/17: \$150,000**  
**County at Normandy Blvd.**

This interconnect is not currently automated and must be opened manually. The installation of an automated system will take place this fiscal year. This project is necessary in order to ensure adequate fire flows and fire safety protection in the Deltona North area which is currently serviced by Volusia County Utilities.

**E. Normandy (Saxon – Providence)**                                      **FY 16/17: \$100,000**  
**16” Watermain Improvements**

Due to the anticipated roadway project on this portion of E. Normandy Boulevard, the current utilities need to be relocated. This phase will consist of the design and permitting with construction anticipated to take place in FY 17/18.

Water/Sewer Utility Fund

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**Fisher EQ Tank Replacement** **FY 16/17: \$75,000**

The flow equalization basin at Fisher has deteriorated due to its age. Repairs are no longer cost effective and it needs to be replaced. The tank will be replaced with a concrete one along with the refurbishment of the headworks. Design and permitting will take place this fiscal year with construction anticipated to take place in FY 17/18.

**Florida Dr. Manhole Replacement** **FY 16/17: \$125,000**

This project consists of replacing two sewer manholes as well as the associated piping in between them and the portion that feeds into the existing liftstation. The area surrounding the manholes has naturally changed over time and has caused issues with the existing infrastructure. This project would improve the overall reliability of the system in this area.

**Ground Storage Tank Rehabilitation** **FY 16/17: \$100,000**

As a result of a recent sanitary survey, it was noted that the City has a GST in need of rehabilitation. This project is to make the necessary rehabilitation and is expected to satisfy the requirements of the sanitary survey.

**High Service Pump Upgrades** **FY 16/17: \$425,000**

This project was designed and permitted in FY 15/16. The construction of the high service pumping facilities at Lombardy, Sagamore and Courtland 8 Water Treatment Plants will take place in FY 16/17 as they are in need of upgrades. The scope of the project includes engineering and permitting as well as construction of improvements at the Sagamore Water Treatment Plant.

**Lift Station Rehabs** **FY 16/17: \$75,000**

This is an annually recurring project at various locations. Lift station failures result in loss of sewer service to customers as well as sanitary sewer overflows (SSO's) to the environment. SSO's can result in administrative fines from FDEP or EPA. A proactive approach is less costly than costs associated with emergency repair, clean up and fines.

**Rehab Sewer Collection System** **FY 16/17: \$500,000**

This is an annually recurring project at various locations. Not addressing the aging sewer collection system will likely result in failure. A failure will cause a loss in sewer service to the residents and an environmental release of raw sewage to the surrounding communities and environment. Repairing the collection system not only avoids costs associated with emergency repairs but also reduces the amount of ground water leaking into the system that is then treated at the wastewater facility.

Water/Sewer Utility Fund

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**Watermain Replacements Ph. 5**

**FY 16/17: \$500,000**

This is a recurring project at various locations. Water main failures can result in an interruption in service, impact public health as well as have detrimental effects on fire protection. In some instances, the mains are increased in size to accommodate the installation of fire hydrants in the surrounding areas. The benefit of reducing the possibility of loss of service, improving reliability and fire protection to residents should exceed anticipated costs. FY 16/17 costs will include the design, permitting and partial construction of Phase 5.

**Well Rehabs**

**FY 16/17: \$200,000**

This is an annually recurring project at various locations. The public supply wells produce drinking water for the City. Failure to rehab and maintain operational continuity would affect public health. Providing maintenance also allows the utility to maintain production levels from the wells. Inspection and maintenance of existing wells is cost effective compared to the costs of relocating or requesting a replacement well through the water management district.

**Wellington WTP Watermain Upgrade**

**FY 16/17: \$600,000**

The design of upgrading the primary watermain leaving the Wellington WTP will be finished and construction will commence in FY 16/17.

**Zinnia Dr. Manhole Replacement**

**FY 16/17: \$250,000**

This project consists of replacing two sewer manholes and roughly 500' of gravity lines that are old and experience root issues. This project would improve the overall reliability of the system in this area.

**Utility Capital Equipment – Budget FY 16/17**

**Equipment**

**Contingency Fund for Miscellaneous  
Equipment Purchases for Water**

**FY 16/17: \$25,000**

These funds represent for a contingency for unforeseen occurrences of equipment failure and replacement as needed.

**Contingency Fund for Miscellaneous  
Equipment Purchases for Wastewater**

**FY 16/17: \$25,000**

These funds represent for a contingency for unforeseen occurrences of equipment failure and replacement as needed.

Water/Sewer Utility Fund

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**Emergency Bypass Pump**

**FY 16/17: \$52,000**

An emergency bypass pump is needed to facilitate pumping of raw wastewater during emergency conditions. Power outages, lightning strikes or other situations can render the existing equipment inoperable. By-passing mitigates the impacts related to releasing raw sewer into the surrounding neighborhoods, lakes, and potentially homes of residents.

**Fence Replacements**

**FY 16/17: \$10,000**

The majority of fences at the City’s water treatment plants are existing fences from when the utility was purchased. These fences have exceeded their estimated useful life. The scope of this project is to begin a program to gradually replace all fences at various locations throughout the City over the course of several years. Frequent repairs have been made to the fences over the years. These facilities are required to be secure at all times and it is imperative to have good fencing.

**Fisher Access Gate Replacement**

**FY 16/17: \$22,000**

The current access control system on the main entrance gate at the Fisher Wastewater Treatment Plant is very old and often breaks down. Access control equipment and technology has improved significantly and will be able to provide a more reliable solution than what currently exists on the main entrance gate. Maintaining the security of the facility is a top priority at all times.

**RA2 Mixer at Fisher**

**FY 16/17: \$25,000**

The current mixer has been repaired numerous times over the last two decades. Unit reliability is not good and when the unit is out of service treatment of raw sewage to regulatory standards is jeopardized

**Lift Station Pump Replacements**

**FY 16/17: \$80,000**

The City has many pumps at lift stations that are nearing or have exceeded their expected useful life and need to be replaced. Repairs are often no longer an option with some pumps due to their age and discontinuation of parts. Replacing the outdated pumps will improve the overall efficiency of the liftstation as well as reducing the maintenance costs associated with the existing pumps.

**Retirement Meters**

**FY 16/17: \$60,000**

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

Water/Sewer Utility Fund

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**Water Meters** **FY 16/17: \$50,000**

This is an annually recurring project at various locations. All potable water must be registered and accounted for in order to be in compliance with FAC 62-555. In order to register all potable water, all service lines must be metered. Additionally this will ensure that all water usage is accounted for and that revenue is being properly billed and monitored.

**John Deere Gator HPX Diesel** **FY 16/17: \$12,000**

The existing gator at Fisher is outdated and needs to be replaced. It is utilized for the transportation of materials around the plant. There are many locations where a regular sized vehicle cannot properly fit.

**Ford F-150 (5) – Field Operations** **FY 16/17: \$145,000**

Deltona Water's fleet is getting older and many trucks are near or have exceeded their expected useful life. It is imperative to begin phasing these vehicles out in order to limit down time as all vehicles are needed to complete day to day tasks.

**Ford F-250 (2) – Water Plant Operations** **FY 16/17: \$72,000**

Deltona Water's fleet is getting older and many trucks are near or have exceeded their expected useful life. It is imperative to begin phasing these vehicles out in order to limit down time as all vehicles are needed to complete day to day tasks.

**Ford F-250 (1) – Wastewater Plant Operations** **FY 16/17: \$36,000**

Deltona Water's fleet is getting older and many trucks are near or have exceeded their expected useful life. It is imperative to begin phasing these vehicles out in order to limit down time as all vehicles are needed to complete day to day tasks.

**Ford F-250 (1) – Field Operations** **FY 16/17: \$36,000**

Deltona Water's fleet is getting older and many trucks are near or have exceeded their expected useful life. It is imperative to begin phasing these vehicles out in order to limit the down time as all vehicles are needed to complete day to day tasks.

**Ford F-450 w/ crane (1) – Wastewater Plant** **FY 16/17: \$67,000**

Deltona Water's fleet is getting older and many trucks are near or have exceeded their expected useful life. It is imperative to begin phasing these vehicles out in order to limit the down time as all vehicles are needed to complete day to day tasks.

Water/Sewer Utility Fund

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**Light Tower (1) FY 16/17: \$10,000**

The EWRF has no emergency lighting to use on site; additional lighting will assist in using EWRF as staging area for utility emergency operations during natural or manmade emergencies.

**Computer Software and Equipment**

**IT-Switches, Router & Peripherals FY 16/17: \$11,000**

The scope of this project is to replace access switches at the Deltona Water sites. There are some switches that are no longer under warranty and if they fail, they will need to be replaced. If they are not replaced then the City could face a loss of service in some areas on the City network. Additionally, some network equipment is currently out of life cycle and is causing some service interruptions such as call delays and network issues. The replacements are needed so that City departments and personnel can continue to perform their job functions without interruption.

**New / Replacement PC's – Tablets - Laptops FY 16/17: \$42,200**

Deltona Water has several computers that are at end of life and out of warranty and must be replaced.

**SCADA System Upgrade FY 16/17: \$150,000**

Regulatory required improvements have resulted in additional sampling and monitoring locations which has significantly increased the amount of time that it takes data to be transmitted to operations staff for review and response. Improvements to SCADA system equipment are needed in order to reduce polling time for Water Treatment Plants. This project will evaluate splitting or sending all signals to the EWRF.

**Copier Replacements FY 16/17: \$50,000**

Copiers throughout Deltona Water are outdated. New copiers will be purchased to meet the needs of the department and will be serviceable under the new copier maintenance company.

**Server Blade Replacements FY 16/17: \$20,000**

All of the City's applications that provide critical services run on Dell server blades that are nearing end of life and are running out of warranty. These devices cannot be extended and need to be replaced in order to ensure hardware support from Dell when issues arise. New server blades also ensure that the City has the latest software patches to ensure optimization and improve performance City-wide. Replacement server blades ensure that hardware outages are addressed the same day, thereby reducing staff downtime.

Water/Sewer Utility Fund

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**Phone System Upgrade**

**FY 16/17:** \$100,000

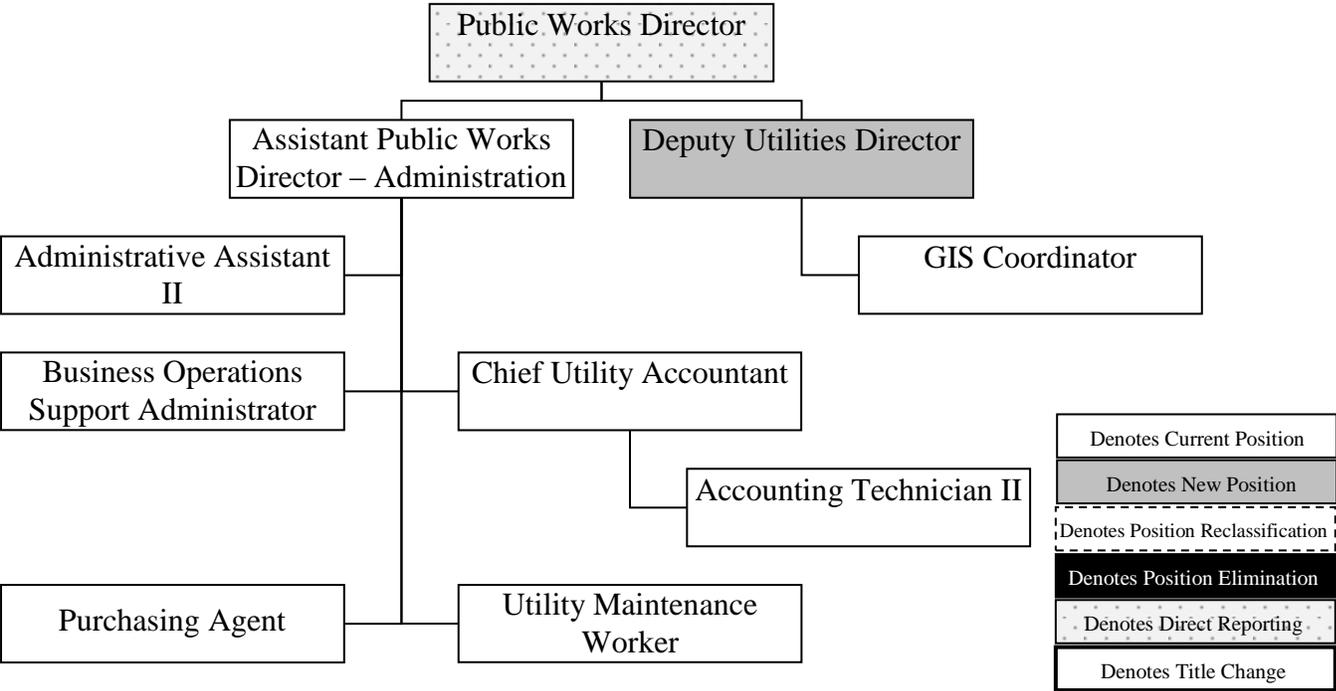
Deltona Water currently has a custom IVR phone system utilized by their customers. The City is looking to update their phone platform which will require Deltona Water to evaluate and upgrade the IVR system.

**Plotter**

**FY 16/17:** \$7,500

A plotter is needed to be able to produce maps at the Utility. This will be extremely useful as the Utility now has a dedicated GIS position to create such items.

**WATER/SEWER UTILITY FUND  
ADMINISTRATION DIVISION**



ADMINISTRATION DIVISION							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Position Title	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	FY 16/17	Pay Grade
Deputy Utilities Director	-	-	-	-	1	1	TBD
Assist. Public Works Director-Adm.	1	1	1	1	-	1	122
Chief Utility Accountant	1	1	1	1	-	1	120
Business Operations Support Adm.	1	1	1	1	-	1	117
Purchasing Agent	1	1	1	1	-	1	115
GIS Coordinator	-	-	1	1	-	1	113
Accounting Technician II	-	1	1	1	-	1	110
Accounting Technician	1	-	-	-	-	-	109
Administrative Assistant II	1	1	1	1	-	1	109
Utility Maintenance Worker	1	1	1	1	-	1	103
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>1</b>	<b>9</b>	

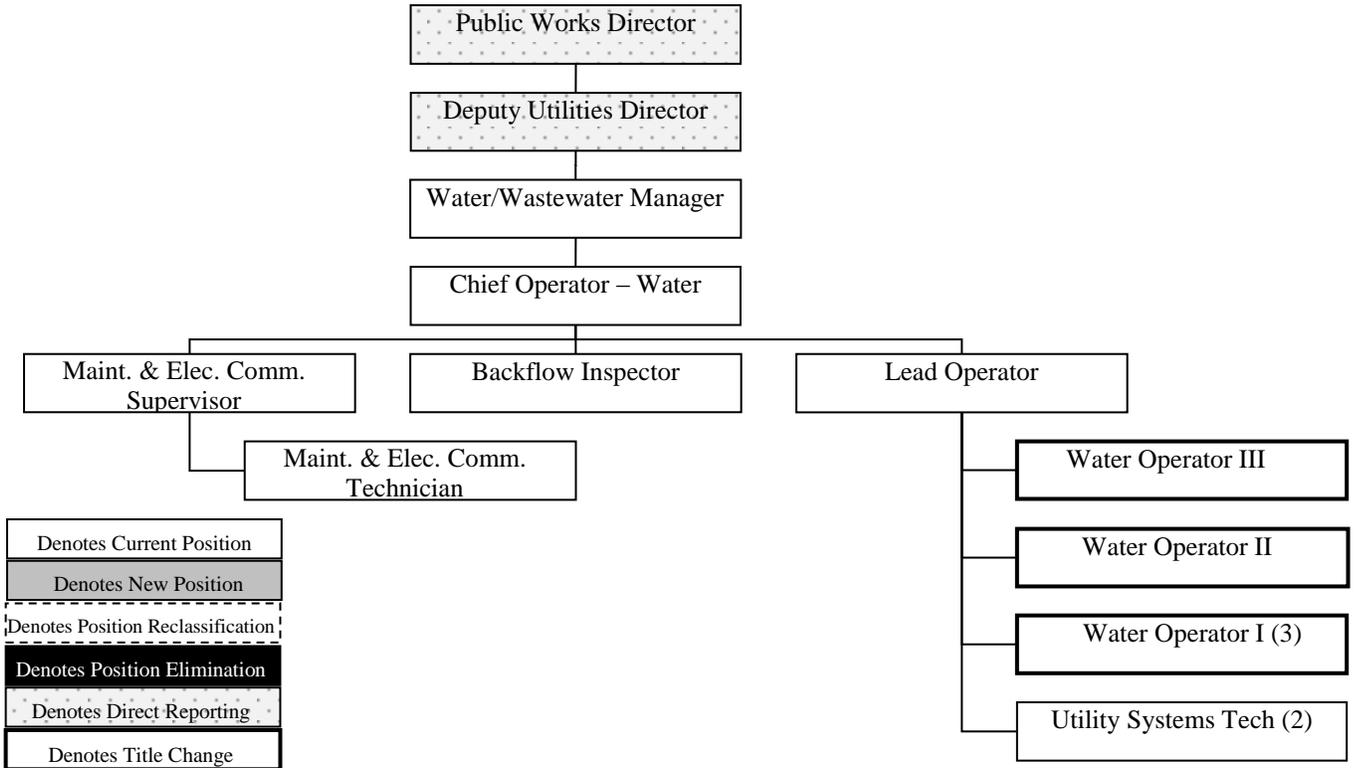
**Functional Duties:** The Administration Division of Deltona Water sets department goals and objectives, and oversees department budget and capital improvement projects. The Administration Division provides administrative and technical support to all divisions within Deltona Water including Water Plant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

Water/Sewer Utility Fund - Administration

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 382,035	\$ 375,179	\$ 345,000	\$ 431,300
Overtime	2,443	3,556	2,000	5,900
Other Pay	-	-	-	-
Benefits and Taxes	148,713	145,644	148,000	202,600
<b>Total Personal Service Costs</b>	<b>533,191</b>	<b>524,379</b>	<b>495,000</b>	<b>639,800</b>
Operating Expenditures	486,185	547,149	660,050	610,700
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	55,608	14,607	140,200	130,700
Debt Service	6,631,741	6,612,939	7,030,822	8,092,900
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$7,706,725</b>	<b>\$7,699,074</b>	<b>\$8,326,072</b>	<b>\$ 9,474,100</b>
<b>Staffing:</b>				
Full-Time	7	7	8	9
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 27,231	\$ 56,398	\$ 32,700	\$ 45,600
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	2,093	3,650	4,800	10,800
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	220	141	2,200	3,700
5241 - Communications and Freight Services	1,669	1,526	1,200	1,600
5243 - Utility Services	22,999	22,509	24,400	24,000
5244 - Rentals and Leases	-	-	-	-
5245 - Insurance	102,534	136,384	209,300	143,500
5246 - Repairs and Maintenance Services	22,557	7,770	10,400	12,300
5247 - Printing and Binding	-	-	300	300
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	63,317	48,403	200	500
5251 - Office Supplies	3,206	19,590	6,000	9,000
5252 - Operating Supplies	6,432	7,243	8,600	10,400
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	6,213	2,516	3,300	6,900
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	227,474	240,034	356,100	341,600
9904 - Fleet Maintenance - Allocated Costs	240	985	550	500
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$ 486,185</b>	<b>\$ 547,149</b>	<b>\$ 660,050</b>	<b>\$ 610,700</b>

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



WATER PLANT OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Water/Wastewater Manager	1	1	1	1	-	1	121
Chief Operator	1	1	1	1	-	1	120
Lead Operator	1	1	1	1	-	1	116
Water Operator III	1	1	1	1	-	1	115
Maint. & Electronic Comm. Sup.	-	1	1	1	-	1	115
Electronic Comm. & Systems Spec.	1	-	-	-	-	-	
Water Operator II	1	1	1	1	-	1	114
Water Operator I	3	3	3	3	-	3	113
Maint. & Electronic Comm Tech.	-	1	1	1	-	1	110
Elect. Comm. & Systems Technician	1	-	-	-	-	-	
Utility Systems Tech. I	1	2	2	2	-	2	109
Backflow Inspector	1	1	1	1	-	1	105
<b>TOTAL</b>	<b>12</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>-</b>	<b>13</b>	

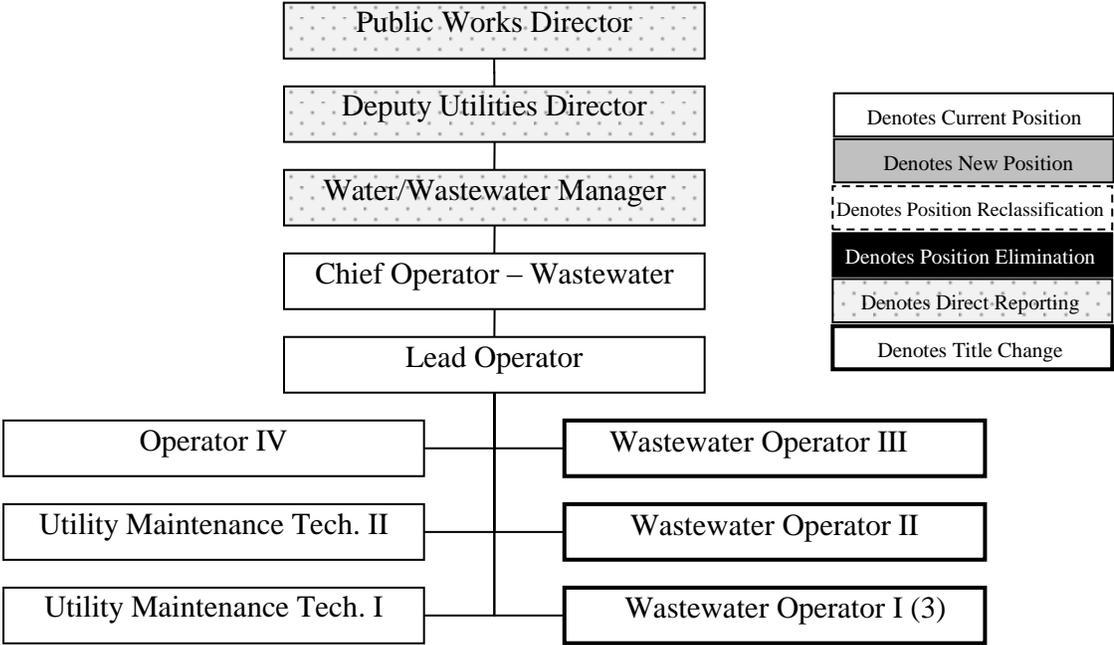
**Functional Duties:** The responsibilities of the Water Plant Operations Division are to provide quality water to the citizens of Deltona and to operate and maintain the City’s water system in a safe, economical and environmentally sound manner.

Water Plant Operations

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 486,919	\$ 419,302	\$ 396,400	\$ 533,400
Overtime	32,419	33,239	44,300	62,900
Other Pay	4,162	4,368	2,900	7,300
Benefits and Taxes	193,419	186,763	185,400	273,900
<b>Total Personal Service Costs</b>	<b>716,919</b>	<b>643,672</b>	<b>629,000</b>	<b>877,500</b>
<b>Operating Expenditures</b>	<b>1,366,353</b>	<b>1,300,239</b>	<b>1,537,200</b>	<b>1,744,200</b>
<b>Capital Transfers/Outlay:</b>				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	169,046	16,422	192,380	457,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$2,252,318</b>	<b>\$1,960,333</b>	<b>\$2,358,580</b>	<b>\$3,078,700</b>
<b>Staffing:</b>				
Full-Time	12	13	13	13
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 104,389	\$ 106,153	\$ 112,500	\$ 136,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	30,669	26,715	41,200	46,900
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	396	185	-	1,500
5241 - Communications and Freight Services	8,171	11,116	4,500	6,100
5243 - Utility Services	461,418	468,818	436,000	525,000
5244 - Rentals and Leases	-	-	1,000	3,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	241,567	211,042	330,000	384,000
5247 - Printing and Binding	1,264	1,657	1,000	1,500
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	225	-	900	2,500
5251 - Office Supplies	1,428	1,496	1,900	2,800
5252 - Operating Supplies	479,287	440,930	570,000	589,400
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	25,817	23,301	24,300	30,500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	11,722	8,826	13,900	15,000
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$1,366,353</b>	<b>\$1,300,239</b>	<b>\$1,537,200</b>	<b>\$1,744,200</b>

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



WASTEWATER PLANT OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Chief Operator	-	-	1	1	-	1	120
Wastewater Operator IV	1	1	1	1	-	1	116
Lead Operator	1	1	1	1	-	1	116
Wastewater Operator IV	1	1	1	1	-	1	116
Wastewater Operator III	1	1	1	1	-	1	115
Lead Maintenance Tech.	1	-	-	-	-	-	
Wastewater Operator II	1	1	1	1	-	1	114
Utility Maintenance Tech. II	-	1	1	1	-	1	11
Wastewater Operator I	2	3	3	3	-	3	113
Utility Maintenance Tech. I	1	1	1	1	-	1	110
Wastewater Operator Trainee	1	-	-	-	-	-	106
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>-</b>	<b>11</b>	

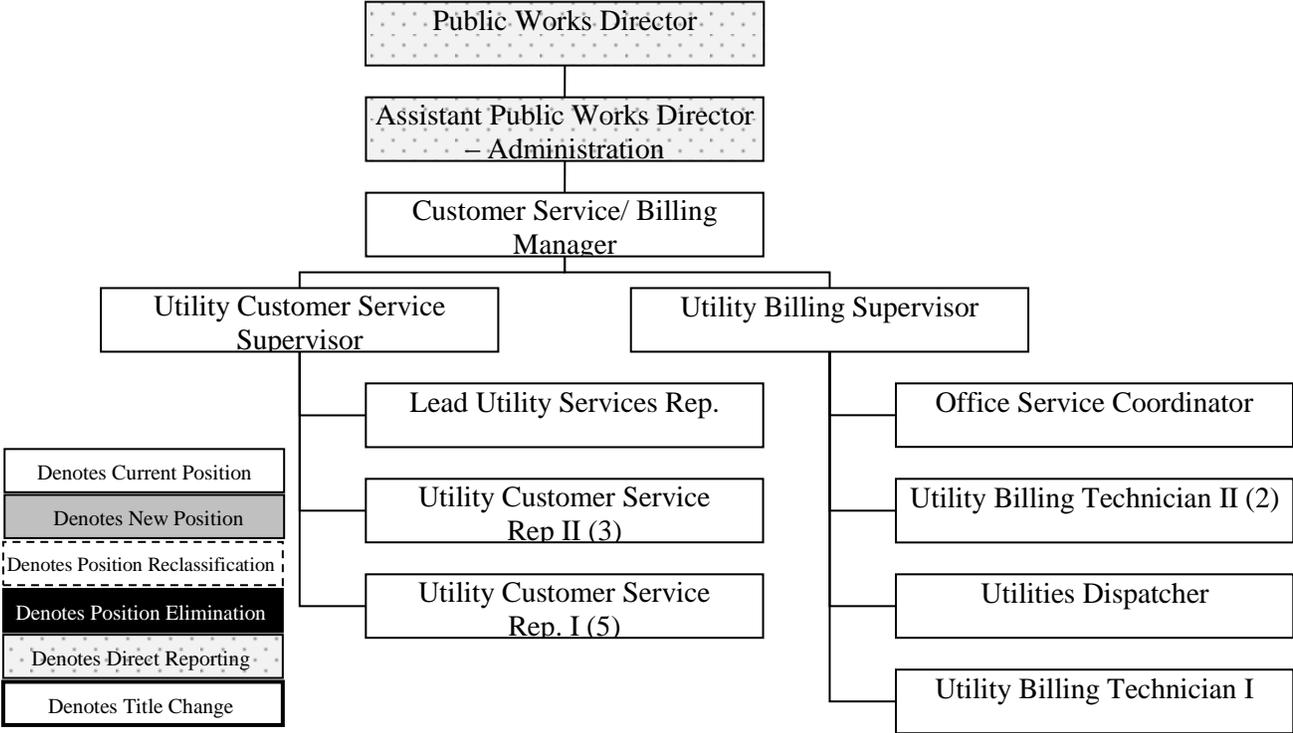
**Functional Duties:** The duties of the Wastewater Plant Operations Division are to provide sound treatment and the safe disposal of wastewater while protecting property and the environment.

Wastewater Plant Operations

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 400,085	\$ 397,466	\$ 483,500	\$ 498,000
Overtime	34,244	35,304	57,300	26,400
Other Pay	4,728	5,396	6,300	3,700
Benefits and Taxes	172,357	173,680	213,600	226,200
<b>Total Personal Service Costs</b>	<b>611,414</b>	<b>611,846</b>	<b>760,700</b>	<b>754,300</b>
Operating Expenditures	1,001,396	907,403	975,600	943,500
Capital Transfers/Outlay:				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	158,380	125,470	140,000	467,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$ 1,771,190</b>	<b>\$ 1,644,719</b>	<b>\$ 1,876,300</b>	<b>\$ 2,164,800</b>
<b>Staffing:</b>				
Full-Time	9	9	10	10
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 28,587	\$ 33,386	\$ 36,800	\$ 35,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	26,544	19,368	23,900	30,400
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	500
5241 - Communications and Freight Services	1,948	1,887	2,300	2,800
5243 - Utility Services	549,086	479,106	444,800	380,000
5244 - Rentals and Leases	251	280	900	1,000
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	201,625	167,997	202,100	241,200
5247 - Printing and Binding	-	62	-	500
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	489	299	300	500
5251 - Office Supplies	301	1,439	1,800	2,100
5252 - Operating Supplies	175,805	183,925	238,300	220,500
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	975	6,257	800	2,500
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	15,785	13,397	23,600	26,500
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$ 1,001,396</b>	<b>\$ 907,403</b>	<b>\$ 975,600</b>	<b>\$ 943,500</b>

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



CUSTOMER SERVICE & BILLING DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Customer Service/Billing Manager	1	1	1	1	-	1	121
Utility Customer Service Sup.	1	1	1	1	-	1	115
Utility Billing Supervisor	1	1	1	1	-	1	114
Lead Utility Services Rep.	1	1	1	1	-	1	110
Office Service Coordinator	1	1	1	1	-	1	108
Utility Billing Tech. II	1	2	2	2	-	2	107
Utility Customer Srv. Rep. II	3	3	3	3	-	3	107
Utilities Dispatcher	1	1	1	1	-	1	106
Utility Billing Tech. I	1	1	1	1	-	1	105
Utility Customer Srv. Rep. I	5	5	5	5	-	5	105
<b>TOTAL</b>	<b>16</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>-</b>	<b>17</b>	

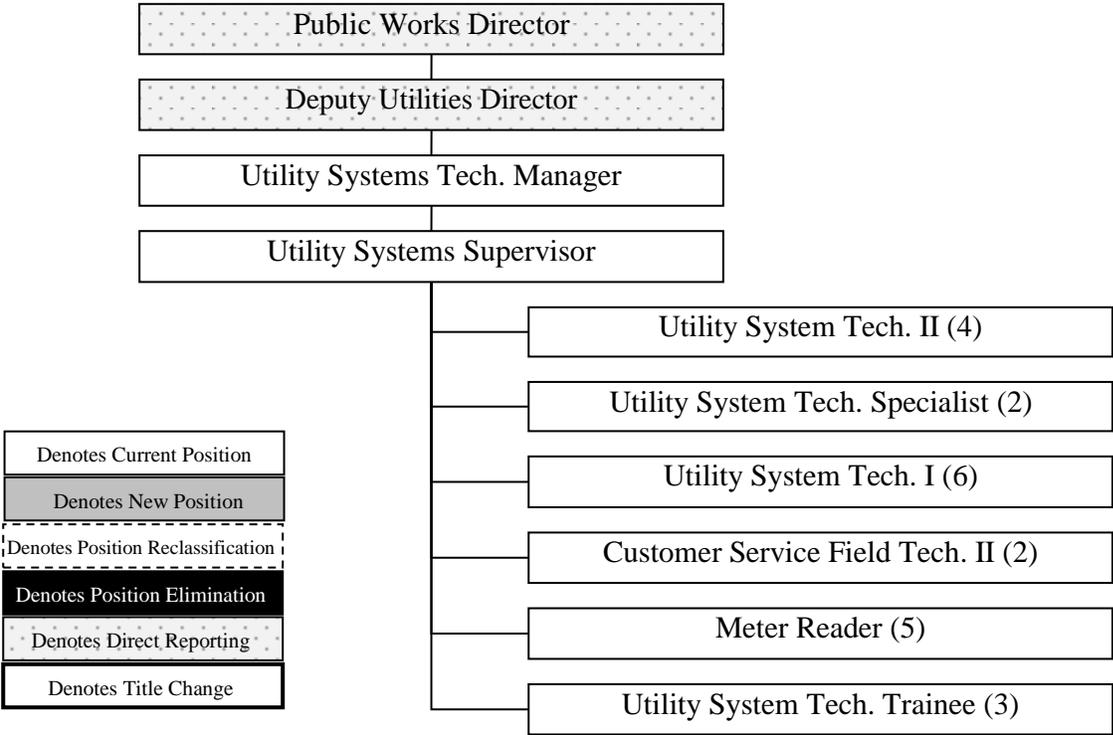
**Functional Duties:** The duties of the Customer Service and Billing Divisions are to supply the customers of Deltona Water with accurate and timely utility bills while providing courteous and efficient customer service.

Customer Service & Billing

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 461,874	\$ 478,547	\$ 492,100	\$ 507,100
Overtime	8,635	4,947	9,500	8,600
Other Pay	-	-	-	-
Benefits and Taxes	211,869	248,911	261,100	294,800
<b>Total Personal Service Costs</b>	<b>682,378</b>	<b>732,405</b>	<b>762,700</b>	<b>810,500</b>
<b>Operating Expenditures</b>	<b>430,753</b>	<b>445,024</b>	<b>481,400</b>	<b>642,300</b>
<b>Capital Transfers/Outlay:</b>				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	4,881	43,541	286,000	100,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$ 1,118,012</b>	<b>\$ 1,220,970</b>	<b>\$ 1,530,100</b>	<b>\$ 1,552,800</b>
<b>Staffing:</b>				
Full-Time	16	17	17	17
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 4,290	\$ 1,268	\$ 12,300	\$ 14,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	100,494	82,755	83,200	89,200
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	2,119	693	2,900	3,200
5241 - Communications and Freight Services	175,422	182,404	185,700	207,400
5243 - Utility Services	-	-	-	-
5244 - Rentals and Leases	5,568	5,568	300	1,500
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	5,572	7,590	8,500	11,100
5247 - Printing and Binding	26,831	37,596	37,100	49,500
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	-	-	500
5251 - Office Supplies	10,233	9,355	6,100	6,700
5252 - Operating Supplies	2,163	2,951	2,600	4,200
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	1,800	-	1,600	4,000
5255 - Bank Charges	95,986	114,493	140,400	250,000
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	275	351	700	1,000
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$ 430,753</b>	<b>\$ 445,024</b>	<b>\$ 481,400</b>	<b>\$ 642,300</b>

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



WATER/WASTEWATER FIELD OPERATIONS DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Position Title	FY 13/14	FY 14/15	FY 15/16	FY 15/16	FY 16/17	FY 16/17	Pay Grade
Utility Systems Tech. Manager	1	1	1	1	-	1	121
Utility Systems Supervisor	1	1	1	1	-	1	117
Utility Systems Tech. II	4	4	4	4	-	4	111
Utility Systems Tech. Specialist	2	2	2	2	-	2	110
Utility Systems Tech. I	5	6	6	6	-	6	109
Customer Service Field Tech. II	2	2	2	2	-	2	108
Meter Reader	5	5	5	5	-	5	107
Utility Systems Tech. Trainee I	3	3	3	3	-	3	105
<b>TOTAL</b>	<b>23</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>-</b>	<b>24</b>	

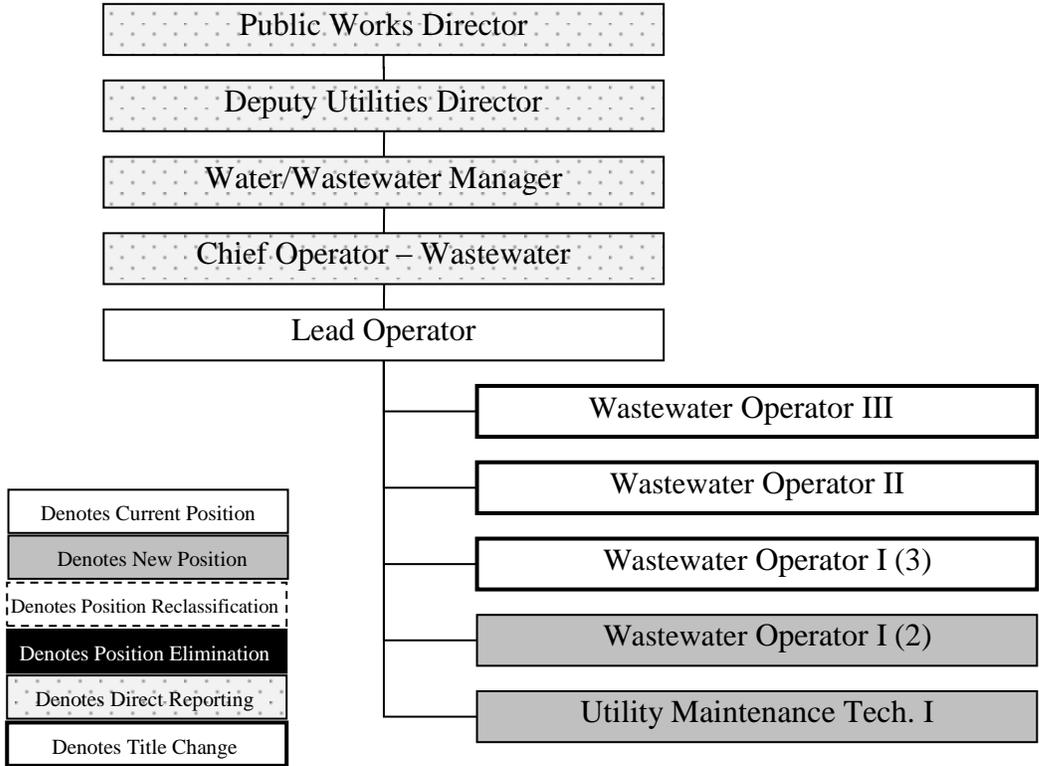
**Functional Duties:** The responsibility of the Water/Wastewater Field Operations Division is to operate and maintain the City’s water distribution and wastewater collection systems in a safe, economical and environmentally sound manner.

Water/Wastewater Field Operations

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ 890,276	\$ 923,255	\$ 918,900	\$ 952,000
Overtime	63,722	71,862	98,100	86,600
Other Pay	7,336	7,122	6,800	7,300
Benefits and Taxes	407,346	454,189	460,700	511,800
<b>Total Personal Service Costs</b>	<b>1,368,680</b>	<b>1,456,428</b>	<b>1,484,500</b>	<b>1,557,700</b>
Operating Expenditures	568,055	504,159	603,700	628,000
<b>Capital Transfers/Outlay:</b>				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	17,036,031	30,180,534	8,370,560	12,721,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$ 18,972,766</b>	<b>\$ 32,141,121</b>	<b>\$ 10,458,760</b>	<b>\$ 14,906,700</b>
<b>Staffing:</b>				
Full-Time	23	24	24	24
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ 2,660	\$ 321	\$ 4,500	\$ 7,500
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	8,821	7,517	7,200	10,200
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	58	-	-	500
5241 - Communications and Freight Services	1,913	1,717	1,500	2,400
5243 - Utility Services	5,675	5,074	4,700	5,500
5244 - Rentals and Leases	-	142	300	300
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	303,880	297,954	385,200	360,100
5247 - Printing and Binding	1,144	764	1,000	1,100
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	5,671	9,314	10,500	15,500
5251 - Office Supplies	348	2,347	700	1,000
5252 - Operating Supplies	156,384	124,006	97,800	139,000
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	2,632	1,744	3,500	11,900
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	78,869	53,259	86,800	73,000
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	<b>\$ 568,055</b>	<b>\$ 504,159</b>	<b>\$ 603,700</b>	<b>\$ 628,000</b>

**WATER/SEWER UTILITY FUND  
EASTERN WASTEWATER TREATMENT PLANT DIVISION**



EASTERN WASTEWATER TREATMENT PLANT DIVISION							
<i>PERSONAL SERVICES SCHEDULE:</i>							
Personnel Roster	Number of Positions						Pay Grade
	FY 13/14	FY 14/15	Budget FY 15/16	Adjusted FY 15/16	Change FY 16/17	FY 16/17	
Lead Wastewater Operator	-	1	1	1	-	1	116
Wastewater Operator III	-	1	1	1	-	1	115
Wastewater Operator II	-	1	1	1	-	1	114
Wastewater Operator I	-	3	3	3	2	5	113
Utility Maintenance Tech. I	-	-	-	-	1	1	110
<b>TOTAL</b>	-	<b>6</b>	<b>6</b>	<b>6</b>	<b>3</b>	<b>9</b>	

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

Eastern Wastewater Treatment Plant

Summary

	Actual FY 13/14	Actual FY 14/15	Estimated Actual FY 15/16	Adopted Budget FY 16/17
<b>Personal Services:</b>				
Salaries & Wages	\$ -	\$ 68,300	\$ 218,900	\$ 365,700
Overtime	-	5,662	37,900	25,400
Other Pay	-	280	1,300	3,700
Benefits and Taxes	-	39,142	103,400	190,400
<b>Total Personal Service Costs</b>	-	113,384	361,500	585,200
Operating Expenditures	-	31,320	237,440	946,500
<b>Capital Transfers/Outlay:</b>				
Transfers to Replacement Equipment Fund	-	-	-	-
Transfers to New Equipment Fund	-	-	-	-
Capital Outlay	-	24,999	59,600	112,000
Debt Service	-	-	-	-
Other Transfers Out	-	-	-	-
<b>Total Expenditures &amp; Transfers Out</b>	\$ -	\$ 169,703	\$ 658,540	\$ 1,643,700
<b>Staffing:</b>				
Full-Time	-	6	6	9
Part-Time	-	-	-	-
<b>Operating Expenditure Detail:</b>				
5231 - Professional Fees	\$ -	\$ -	\$ 20,000	\$ 170,000
5232 - Accounting and Auditing	-	-	-	-
5233 - Court Reporter Services	-	-	-	-
5234 - Other Contractual Services	-	2,200	13,100	14,000
5235 - Investigations	-	-	-	-
5236 - Forfeitures	-	-	-	-
5237 - Interest - Customer Deposits	-	-	-	-
5240 - Travel and Per Diem	-	-	-	-
5241 - Communications and Freight Services	-	-	600	1,300
5243 - Utility Services	-	4,416	84,600	450,000
5244 - Rentals and Leases	-	-	500	-
5245 - Insurance	-	-	-	-
5246 - Repairs and Maintenance Services	-	2,397	59,200	98,500
5247 - Printing and Binding	-	-	-	500
5248 - Promotional Activities	-	-	-	-
5249 - Other Current Charges	-	-	100	500
5251 - Office Supplies	-	-	2,500	1,300
5252 - Operating Supplies	-	22,107	55,000	206,500
5253 - Road Materials & Supplies	-	-	-	-
5254 - Publications, Memberships & Training	-	200	1,100	1,900
5255 - Bank Charges	-	-	-	-
5259 - Depreciation	-	-	-	-
5299 - Prior Period Adjustment	-	-	-	-
9901 - IT - Allocated Costs	-	-	-	-
9904 - Fleet Maintenance - Allocated Costs	-	-	740	2,000
5882 - Aid To Private Organizations	-	-	-	-
<b>Total</b>	\$ -	\$ 31,320	\$ 237,440	\$ 946,500





**CAPITAL PROJECT FUNDS SUMMARY**

	<u>Municipal Complex</u>	<u>Park Projects</u>	<u>Replacement Equipment</u>	<u>Total</u>
<b><u>SOURCES</u></b>				
Grant Funding	\$ -	\$ 629,200	\$ -	\$ 629,200
Special Assessments	-	-	-	-
Interest Income	47,500	1,100	12,100	60,700
Miscellaneous Revenue	<u>280,000</u>	<u>-</u>	<u>-</u>	<u>280,000</u>
<i>Total Revenues:</i>	327,500	630,300	12,100	969,900
Transfers In	300,000	415,000	1,300,000	2,015,000
Debt Proceeds	-	-	-	-
Fund Balance Carryforward	<u>8,776,660</u>	<u>228,295</u>	<u>1,606,940</u>	<u>10,611,895</u>
<i>Total Sources:</i>	<u>\$ 9,404,160</u>	<u>\$ 1,273,595</u>	<u>\$ 2,919,040</u>	<u>\$ 13,596,795</u>
<b><u>USES</u></b>				
Capital Outlay	<u>\$ 6,300,000</u>	<u>\$ 1,234,200</u>	<u>\$ 1,511,500</u>	<u>\$ 9,045,700</u>
<i>Total Expenditures:</i>	6,300,000	1,234,200	1,511,500	9,045,700
Ending Fund Balance	<u>3,104,160</u>	<u>39,395</u>	<u>1,407,540</u>	<u>4,551,095</u>
<i>Total Uses:</i>	<u>\$ 9,404,160</u>	<u>\$ 1,273,595</u>	<u>\$ 2,919,040</u>	<u>\$ 13,596,795</u>

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**MUNICIPAL COMPLEX FUND  
SOURCES & USES**

The Municipal Complex Fund is used to account for the fiscal activities related to the funding and construction of capital facilities for City operations. This fund is typically funded by a transfer from the General Fund when capital facilities or facility improvements are needed.

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
Grant Funding	\$ -	\$ -	\$ -	\$ -
Miscellaneous Funding	-	-	100,000	280,000
Interest Income	<u>10,420</u>	<u>9,880</u>	<u>6,000</u>	<u>47,500</u>
<i>Total Revenues:</i>	10,420	9,880	106,000	327,500
Transfer In - General Fund	-	-	100,000	-
Transfer In - Fire Impact Fees Fund	-	-	-	-
Transfer In - Community Development Block Grant	-	-	-	300,000
Transfer In - Law Enforcement Impact Fees Fund	-	-	-	-
Bond Proceeds	-	-	8,000,000	-
Fund Balance Carryforward	<u>1,762,425</u>	<u>1,758,236</u>	<u>1,678,660</u>	<u>8,776,660</u>
<i>Total Sources:</i>	<u>\$ 1,772,845</u>	<u>\$ 1,768,116</u>	<u>\$ 9,884,660</u>	<u>\$ 9,404,160</u>
Capital Outlay	\$ 14,609	\$ 89,456	\$ 1,108,000	\$ 6,300,000
Ending Fund Balance	<u>1,758,236</u>	<u>1,678,660</u>	<u>8,776,660</u>	<u>3,104,160</u>
<i>Total Uses:</i>	<u>\$ 1,772,845</u>	<u>\$ 1,768,116</u>	<u>\$ 9,884,660</u>	<u>\$ 9,404,160</u>

**MUNICIPAL COMPLEX FUND  
CAPITAL OUTLAY BUDGET DETAIL**

	Capital Budget	Department
<b><u>Projects:</u></b>		
Community Center	\$ 6,000,000	City Hall
Public Works Relocation Site Engineering	100,000	Public Works
Capital Road Projects (Fiber Optics - ITSD)	100,000	ITSD
Fiber Infrastructure Initiative	100,000	ITSD
	\$ 6,300,000	

**Municipal Complex Fund Capital Projects – Budget FY 16/17**

**Community Center** **FY 16/17: \$6,000,000**

On March 2, 2016, the City Commission held a workshop to review the initial conceptual designs created by the project architect, C.T. Hsu & Associates. At that meeting, the decision to design and construct a community center with a focus on seniors and a large community assembly area was made paramount and the inclusion of a regional recreational facility in the form of a gymnasium was removed. The intent is that a regionally serving gymnasium will be incorporated into a regional recreational complex in the future. The project architect took the City Commission comments from the March 2<sup>nd</sup> meeting and created an entirely new schematic (see attached) that meets the original City Commission development program provided to them at the start of the project, to the greatest degree, and community and staff comments. The incorporation of a defined senior facility that also meets the intent of the use of Jablonski Trust funds and Community Development Block Grant funds is also met. Finally, with additional notification for community involvement at this meeting, the project architect is providing the final conceptual schematic for completion to be able to move into the construction plan phase to be able to meet the project schedule for opening of the facility in December of 2017, as well as to remain within the project budget.

**Public Works Relocation** **FY 16/17: \$100,000**  
**Site Engineering**

This project is the initial step in determining the viability of the site for the relocation of the current Public Works facility from 201 Howland Blvd to the 122 acre site. The intent would be to have Public Works and Stormwater relocate to the new facility and review the option of co-locating the water utility divisions to the site as well.

**Capital Road Projects (Fiber Optics)** **FY 16/17: \$100,000**

ITSD has requested from Public Works to form a joint venture that will lay down fiber whenever roads are maintained. This fiber will allow the City to eliminate the dependence on 3rd party telecommunication providers to connect our remote sites.

**Fiber infrastructure Initiative** **FY 16/17: \$100,000**

This will allow ITSD to continue laying down fiber annually to each of the City’s remote sites to allow the City to reduce reliance on external communication vendors such as Bright House.

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**PARK PROJECTS FUND  
SOURCES & USES**

The Park Projects Fund is used to account for the fiscal activities related to the funding and construction of park and recreational facility development. The funding for park projects is derived from a variety of sources including park impact fees, grants, general revenues and donations. The goal is to provide the citizens of Deltona with a parks and recreation system which includes a comprehensive range of recreation and cultural facilities, programs and activities, including informal recreation as well as the provision of excellent facilities and a supportive environment for organized sports programs.

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
Grant Funding	\$ -	\$ 40,349	\$ 142,900	\$ 629,200
Interest Income	233	196	1,500	1,100
Other Income	-	-	-	-
<i>Total Revenues:</i>	<u>233</u>	<u>40,545</u>	<u>144,400</u>	<u>630,300</u>
Transfers In - General Fund	13,500	750,000	193,500	-
Transfers In - Impact Fee Fund	-	5,400	-	315,000
Transfers In - Grant Match Fund	-	-	-	100,000
Fund Balance Carryforward	<u>64,200</u>	<u>10,118</u>	<u>483,295</u>	<u>228,295</u>
<i>Total Sources:</i>	<u>\$ 77,933</u>	<u>\$ 806,063</u>	<u>\$ 821,195</u>	<u>\$ 1,273,595</u>
Capital Outlay	\$ 67,815	\$ 322,768	\$ 592,900	\$ 1,234,200
Ending Fund Balance	<u>10,118</u>	<u>483,295</u>	<u>228,295</u>	<u>39,395</u>
<i>Total Uses:</i>	<u>\$ 77,933</u>	<u>\$ 806,063</u>	<u>\$ 821,195</u>	<u>\$ 1,273,595</u>

**PARK PROJECT FUND  
CAPITAL OUTLAY BUDGET DETAIL**

	Capital Budget
<b><u>Projects:</u></b>	
Pre Fab Restroom Dwight Hawkins Park	\$ 150,000
Veterans' Memorial Park Storage Facility	100,000
Construct Right Field Fence-Baseball Field Manny Rodriguez Park	55,000
Install Well at Dwight Hawkins Park	10,000
Neighborhood Park	100,000
Basketball Court Manny Rodriguez Park	45,000
Basketball Court Timber Ridge Park	45,000
Lakeshore Loop Trail Construction	629,200
Thornby Park	100,000
	\$ 1,234,200

Parks Projects Fund

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**Parks Projects Fund Capital Projects – Budget FY 16/17**

**Expansion Projects**

**Pre-Fab Restroom – Dwight Hawkins                      FY 16/17: \$150,000**

A pre-fab restroom building is needed at Dwight Hawkins Park to handle the anticipated patron usage for the addition of a new football field. The current restroom is 25 + years old and will not handle the practices and possible crowds for the Pop Warner Football games.

**Veterans’ Memorial Park Storage Facility                      FY 16/17: \$100,000**

Veteran’s Museum continues to outpace its existence and is a contributing factor with its growth. A steel storage building is needed to accommodate the storing of artifacts, equipment and supplies necessary to support the mission of the museum.

**Construct Right Field Fence – Baseball Field                      FY 16/17: \$55,000**  
**Manny Rodriguez Park**

Manny Rodriguez is one of the parks that sports field lighting was purchased and installed during the FY 15/16 budget year. The right field fence area needs to have some netting installed similar to what is in place at Du Pont Lakes Park. This is necessary for safety reasons and to limit risk exposure.

**Install Well – Dwight Hawkins Park                      FY 16/17: \$10,000**

The City is anticipating increased capacity at Dwight Hawkins with the construction of a football/multi-purpose field. Installation of a well at Dwight Hawkins would be much more cost effective than using City provided water from Deltona Water.

**Renewal & Replacement Projects**

**Neighborhood Park                      FY 16/17: \$100,000**

The scope of this project includes creating an open green space area, adding a small playground, park benches and picnic area in order to provide a gathering place for the residents within the neighborhood. Location: TBD.

**Basketball Court – Manny Rodriguez                      FY 16/17: \$45,000**

The Manny Rodriguez basketball court is cracked and has several depressions where attention is required from a risk exposure standpoint. It will be necessary to replace the sub structure layer and apply a new surface.

Parks Projects Fund

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**Basketball Court – Timber Ridge**

**FY 16/17:** \$45,000

Timber Ridge basketball court is cracked and there are several depressions where attention is required from a risk exposure standpoint. It will be necessary to replace the sub structure layer and apply a new surface.

**On-Going Projects**

**Lakeshore Loop Trail Construction**

**FY 16/17:** \$629,200 (Grant funded)

The Lakeshore Loop Trail is designed to continue parks enhancements for the community near Lake Monroe. The trail adds to the Thornby Park playground and property purchased, connects Volusia County's Spring-to-Spring Trail as an alternative route to Green Springs, enhances the City's property/existing Community Center along Lakeshore Drive as a potential trailhead in the future, and will provide a safe means for people to enjoy the Lake Monroe lakeshore area. The trail also enhances the St. Johns River to Sea Trail Loop on a State-wide level. Trail funding, similar to funding for Thornby Park, maximizes leveraging of alternative funding sources to minimize impacts to the City's General Fund. The trail construction and design dollars are being funded by the FDOT/TPO for 90% and the 10% grant match from the City is to be funded by ECHO grant funds.

**Thornby Park**

**FY 16/17:** \$100,000 (Grants Match Fund)

The Thornby H.E.R.E. (Historical. Educational. Recreational. Environmental) is, in its most basic term, the development of an upgraded trail system of Thornby Park. The construction of a bridge over the historical drainage canal, an overlook over the drainage canal at the historic narrow gauge railroad crossing, a restoration of the railroad crossing (placing and securing the rails to the concrete abutments), a ramp for ease of access at the Old Taylor Road section of the trail, the expansion of the trail to build a connection to the River-2-Sea (East Florida Rail Trail and a section of the Coast-2-Coast Trail), and the removal of invasive and undesirable exotic plants that serve no historical value. The construction of a boardwalk will connect the existing sidewalk at surrounds the existing "All Inclusive Playground" and will lead to a "outdoor classroom" that can seat thirty guests for classes and lectures. This will also become a feature on the expanded trail.

**REPLACEMENT EQUIPMENT FUND  
SOURCES & USES**

The Replacement Equipment Fund accounts for the fiscal activities related to funding of vehicles and equipment necessary for the day to day operation of City departments. Funding is provided by annualized capital equipment charges to each department within the City. The intent is to insure adequate funds are accumulated to allow for replacement of assets. The annual funding is calculated by estimating replacement cost and the expected useful lives of assets and is designed to provide level annual funding. The fund is utilized to accumulate resources for the purchase and replacement of City vehicles and equipment by effectively leasing the vehicles and equipment back to the individual user departments within the General Fund in the form of an annualized charge for capital equipment.

<u>Description</u>	<u>Actual FY 13/14</u>	<u>Actual FY 14/15</u>	<u>Estimated Actual FY 15/16</u>	<u>Adopted Budget FY 16/17</u>
Grant Funding	\$ -	\$ -	\$ -	\$ -
Interest Income	14,609	14,082	4,000	12,100
Sale of Equipment	-	-	-	-
Other Income	-	-	-	-
<i>Total Revenues:</i>	<u>14,609</u>	<u>14,082</u>	<u>4,000</u>	<u>12,100</u>
Transfers In	1,050,000	1,300,000	1,300,000	1,300,000
Fund Balance Carryforward	<u>2,822,496</u>	<u>2,367,615</u>	<u>2,387,940</u>	<u>1,606,940</u>
<i>Total Sources:</i>	<u>\$ 3,887,105</u>	<u>\$ 3,681,697</u>	<u>\$ 3,691,940</u>	<u>\$ 2,919,040</u>
Capital Outlay	\$ 1,519,490	\$ 1,293,757	\$ 2,085,000	\$ 1,511,500
Ending Fund Balance	<u>2,367,615</u>	<u>2,387,940</u>	<u>1,606,940</u>	<u>1,407,540</u>
<i>Total Uses:</i>	<u>\$ 3,887,105</u>	<u>\$ 3,681,697</u>	<u>\$ 3,691,940</u>	<u>\$ 2,919,040</u>

**REPLACEMENT EQUIPMENT FUND  
CAPITAL OUTLAY BUDGET DETAIL**

	Capital Budget	Department
<b><u>Computer Software and Equipment:</u></b>		
Wireless Infrastructure Upgrade	\$ 5,000	IT Department
Computer Replacements	95,000	IT Department
Infrastructure Replacement Routers & Switches	15,000	IT Department
Firewall Redundancy	20,000	IT Department
Server Upgrades	15,000	IT Department
IP Phone Refresh	5,000	IT Department
Wireless Security Tools	5,000	IT Department
Security ID and PC Management Solution	30,000	IT Department
Macintosh Computer	5,500	City Manager - Public Information Office
	195,500	
<b><u>Vehicles</u></b>		
F-250 Replace Vehicle FD0562 SVC 63 (pulls S.O. Trailer)	40,000	Fire Department
Replace Vehicle for FD0601 15 Passenger Van	40,000	Fire Department
Ford Van	25,000	Parks & Recreation
F-150 Extended Cab Beautification Program	30,000	Parks & Recreation
F-450 4 x 4 Utility Long Bed	53,000	Public Works - Traffic Ops
Sports Utility Vehicle (SUV)	31,000	Public Works - Engineering
Vehicle Replacement (1) F-250	30,000	Enforcement Services
	249,000	
<b><u>Equipment &amp; Machinery</u></b>		
Replace Auto Pulse Boards (11 Units)	150,000	Fire Department
Training Pavilion (30' x 30') - Fire Stations 62 & 63	80,000	Fire Department
Opticom Traffic Control - Phase 4	75,000	Fire Department
Engine Exhaust Removal System - Fire Stations 61 & 64	50,000	Fire Department
Replace Thermal Imaging Cameras (7)	60,000	Fire Department
Power Load Assist System & Stretcher	39,000	Fire Department
Climate Control System - Logistics Bay Storage Area	19,000	Fire Department
Replace Bunker Gear Extractor Washing Machine	8,000	Fire Department
Soccer Goals - Dewey Boster Park	7,500	Parks & Recreation
Portable Aluminum Bleachers	25,000	Parks & Recreation
Heavy Duty Kubota Diesel ZTR Mower	12,000	Parks & Recreation
Video Surveillance Cameras at City Park Facilities	50,000	Parks & Recreation
Stump Grinder	20,000	Parks & Recreation
Wood Chipper	35,000	Parks & Recreation
Cement Mixer	3,500	Parks & Recreation
Lawn Trailer (18 ft.)	4,000	Parks & Recreation
Goals Posts - Dwight Hawkins Park	4,500	Parks & Recreation
Utility Trailers (2) Parks and Turf Maintenance	12,500	Parks & Recreation
Aluminum Park Benches - Manny Rodriguez, Wes Crile & Dwight Hawkins Parks	4,500	Parks & Recreation
Message Boards (2)	30,000	Public Works - Traffic Ops
997 Z-Trak Mower (2)	36,000	Public Works - Field Ops
Utility Trailer (18 ft.)	6,000	Public Works - Traffic Ops
Gator Utility Vehicle	12,000	Public Works - Field Ops
Security Badge Access - TV Broadcast Room	4,000	City Manager - Public Information Office
Broadcast Encoder for CenturyLink PRISM TV Broadcast Service	7,000	City Manager - Public Information Office
Replace AMX Controller System for Chamber Audio & Video	13,000	City Manager - Public Information Office
35mm DSLR Camera	1,000	City Manager - Public Information Office
AM Radio Station Antennae & Installation	4,500	City Manager - Public Information Office
AV Switcher / Room 105B to replace analog switcher Replace A	2,500	City Manager - Public Information Office
Upgrade Lighting in Chamber for Dais	6,500	City Manager - Public Information Office
Replacement of Multi-Function Copiers	75,000	City -wide
Tag Readers - 4 Static / 1 Speed Trailer	80,000	Law Enforcement
	937,000	
<b><u>Heavy Equipment</u></b>		
Peterson Lightning Loader Clam Truck	130,000	Public Works - Field Ops
	130,000	
	\$ 1,511,500	

Replacement Equipment Fund

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**Capital Equipment Replacement – Budget FY 16/17**

**FIRE DEPARTMENT**

**Replace Auto Pulse FY 16/17: \$150,000**

Auto Pulse Boards are automated CPR boards that provide chest compressions to move blood through the patient’s body and brain during Cardiac Arrest. The current equipment was purchased in 2004, is at end-of-life and replacement parts are no longer available. This project consists of purchasing 11 replacement Auto Pulse systems and related accessories.

**30’ x 30’ Training Pavilion (2) FY 16/17: \$80,000**

With the continued growth of the community, the Fire Department is having less and less area to conduct training and field operations. These pavilions would provide areas where the department can utilize the confined space props at FS63 and the parking lot of FS62 for specialized training. When the department is not using them for training they will provide the dual use of shelter for vehicles that are currently parked outside in the weather. During a recent inspection from the Division of Forestry, the City was cited for not providing protection for a loaner they have provided to us. This lack of protection could result in losing the Brush Truck they have provided us.

**Opticom Traffic System FY 16/17: \$75,000**

The Opticom Program is the system that preempts the traffic lights for emergency vehicle response. Phase 3 would be completed and implemented in FY 15/16. Phase IV is anticipated to be implemented in FY 16/17. Each phase will outfit an additional ten (10) intersections with operating systems covering most of the intersections within Deltona. The City intends to apply for a grant which may pay for much of this cost. At the end of phase III 20 intersection remain unfinished. Phase V are on hold pending construction and development in the area. The phase V intersections fall on the very outskirts of the city.

Phase IV

- |                         |                           |
|-------------------------|---------------------------|
| Howland and Forest Edge | Deltona and Cloverleaf    |
| Howland and Graves      | Deltona and Debary        |
| Howland @ Pine Ridge HS | Howland and Wolfpack      |
| Providence and Debary   | Elkcam and N. Normandy    |
| Saxon and E. Normandy   | Lk. Helen Osteen Catalina |

Replacement Equipment Fund

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**Engine Exhaust Removal System** **FY 16/17: \$50,000**

This system improves air quality in apparatus bays. It removes gases, carcinogens and particulates and complies with NFPA, OSHA and EPA standards. These two units would outfit the remaining fire stations (61 and 64) with air ventilation systems. Exposure to high levels of diesel particulates and gases can cause symptoms of headaches, dizziness and nausea, and are associated with an increased risk of lung cancer. Diesel particulates can also contaminate medical equipment which could potentially affect patients.

**Replace Thermal Imaging Cameras** **FY 16/17: \$60,000**

The scope of this project includes replacing old technology cameras used during structure fires to locate occupants and to find hidden fires inside walls. The existing cameras were purchased in 2008. One of the units is at end-of-life and out of service. New technology is lighter weight, smaller and more sensitive to heat signatures. The project consists of purchasing seven Thermal Imaging Cameras and vehicle chargers along with installation charges.

**Power Load Assist System & Stretcher** **FY 16/17: \$39,000**

This equipment will be installed on the Fire Department's second rescue unit to provide assistance in loading heavy patients. There is currently one installed in the primary rescue unit and this unit will provide the same ability in our second unit further enhancing patient care and minimizing back injuries.

**Climate Control System Logistics Bay** **FY 16/17: \$19,000**

The Logistics Division is operating out of former FS62 on Lombardy Dr. This facility was built in 1968 and there are no provisions to keep the bay storage area from excessive heat during the summer. Mid-summer temperatures can rise to over 100 degrees in the storage area. The scope of this project is to have a system installed that will keep temperatures in the 80's during the summer months.

**Replace Bunker Gear Extractor Washing Machine** **FY 16/17: \$8,000**

This heavy duty washing machine is utilized exclusively for cleaning the Firefighter's bunker gear. Purchased in 2005, replacement parts are becoming obsolete and each load needs to be run twice to clean the gear and remove all soaps and fire contaminants.

**Replacement Vehicle for FD0562** **FY 16/17: \$40,000**

The unit being replaced is a 2005 F250 that was used as the Battalion Chief's vehicle from 2005 until it was moved to reserve status in 2012. The vehicle is now 12 years old and has over 105,000 miles.

Replacement Equipment Fund

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**Replacement Vehicle for FD0601** **FY 16/17: \$40,000**  
**Support Unit (Van 15 Passenger)**

The unit being replaced is a 2006 Ford Van which is used by the entire City for special events, travel to and from training events, and is the primary unit used by the Fire Explorers during competition events and outings. This vehicle has not held up well during its 11 year of usage. The paint is peeling in several places, the roof is rusting, and it has multiple maintenance issues and AC failures. This vehicle has stranded occupants on several out of town trips the brakes continue to have serious issues including nearing catching on fire filling the interior with smoke. As the primary transportation vehicle for the Explorers we are asking for safe reliable transportation.

**INFORMATION TECHNOLOGY SERVICES DEPARTMENT**

**Wireless Structure Upgrade** **FY 16/17: \$5,000**

The existing wireless solution is out of date and the hardware is proving unreliable. New features will integrate into a more secure platform that supports end user mobility while enhancing security, accountability and stability. The existing platform limits the ability to secure wireless space throughout City sites. Wireless has become a significant attack vector and more advanced wireless security devices are needed to mitigate those threats. This phase will complete City Hall.

**Computer Replacements** **FY 16/17: \$95,000**

Most desktop and laptop computers throughout the City are out of warranty. They are over four years old and warranty extensions are not possible. The warranty for these systems expired in FY 2013 / 2014 and ITSD has been maintaining them through an inventory of parts. This will be the second year for this project which should be completed by FY 2016 / 2017 year end.

**Infrastructure Switch Replacements** **FY 16/17: \$15,000**

Many access switches throughout the City are at end-of-life or are nearing end-of-life. Replacing and further hardening the City environment with these switches will allow for enhanced security, improved network reliability and performance, and reduced security threats.

**Firewall Redundancy** **FY 16/17: \$20,000**

The current firewall solution is becoming end of life. With the increase in threats and traffic, it is reaching saturation in hardware use. A new firewall at City Hall and at strategic remote sites can better secure the City's infrastructure against the growing threats from email and internet users. Next generations firewalls have more intelligence to handle the ever changing threats such as Ransom Ware and can serve as security solutions for the network and end points.

Replacement Equipment Fund

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**Server Upgrades** **FY 16/17: \$15,000**

The City currently has three servers that are out of warranty and need to be replaced.

**IP Phone Refresh** **FY 16/17: \$5,000**

The City currently has phones that are quite old and, as a result, the City experiences continual issues with the phones. Some of the existing phones do not support the full ability of the City's network. This is an on-going project and currently, older phones that are out of warranty are being replaced with Cisco 7945G phones. These phones are more versatile and can grow into the future with the City. There are multiple vendors that provide lifetime warranty on these phones which will reduce future support costs.

**Wireless Security Tools** **FY 16/17: \$5,000**

Wireless scanning tools will enable the City to track wireless applications for security purposes and determine where weakness in the wireless infrastructure exists. It also allows us to determine obstacles and weak signal locations to boost efficiency in all locations.

**Security ID and PC Management Solution** **FY 16/17: \$30,000**

With the increase in security through email, internet, and 3<sup>rd</sup> party devices the City needs to mitigate the risk associated with equipment that doesn't meet industry-wide security standards. This project will add necessary security to the City's infrastructure through the use of secure tokens or two factor authentications. It will allow the City to authenticate, authorize and account for all network devices to connect to City resources, whether they are personal (smart phones or tablets) or City owned. Ensuring these devices maintain a current security platform that is defined by the City can reduce our threat potential City wide.

**PARKS AND RECREATION**

**Soccer Goals - Dewey Boster** **FY 16/17: \$7,500**

This project consists of replacing some of the existing soccer goals at Dewey Boster which are damaged. The existing goals are worn out, in need of repair and are unsafe.

**Portable Aluminum Bleachers** **FY 16/17: \$25,000**

This project consists of replacing the existing bleachers at Dewey Boster, Dwight Hawkins and Manny Rodriguez. The existing bleachers are worn out at Dewey, in need of repair and are unsafe. The bleachers would be new at Dwight Hawkins and Manny Rodriguez.

Replacement Equipment Fund

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**Heavy Duty Kubota Diesel ZTR Mower** **FY 16/17: \$12,000**

The Parks Department currently has three ZTR (Zero Turn) mowers to mow 18 parks. Two of the three ZTR's were replaced in FY 15/16. This mower would replace 0943 which has already had a deck replaced. Parks Maintenance Technicians spend approximately 85% of their time mowing grass so these are mission critical pieces of equipment.

**Video Surveillance Cameras at City Parks** **FY 16/17: \$50,000**

Video surveillance cameras are mission critical and can deter vandalism. The cameras already installed at some of the parks facilities have improved security and have exceeded expectations by helping catch several vandals. Cameras need to continue to be installed at all parks facilities in order to protect the City's assets. The scope of this project includes 12 cameras at Campbell Park, Harris Saxon front and rear entrances, Wes Crile front area and a license plate reader at Wes Crile Park.

**Stump Grinder** **FY 16/17: \$20,000**

A stump grinder is needed to remove the entire tree from the ground. Complete removal aids in preventing the spread of disease and insect infection. Oftentimes, stump removal is simply to help remedy sidewalks and foundations that have been damaged by wildly spreading roots. Landfills will not take stumps, but they do accept the wood chips from the grinding process. The existing stump grinder was purchased in 2000 and is at end-of-life and is non-operational at present. The stump grinder can be purchased off the FL Sheriffs' State Contract.

**Wood Chipper** **FY 16/17: \$35,000**

A wood chipper is sometimes referred as a "brush chipper" and is a very critical piece of equipment for the Parks Department's mission. The existing wood chipper was purchased used in 2001 and is at end-of-life. The existing wood chipper keeps breaking down and is in the repair shop more than in operation. The wood chipper can be purchased off the FL Sheriffs' State Contract.

**Cement Mixer** **FY 16/17: \$3,500**

A heavy duty commercial cement mixer is needed for the Parks and Recreation Department's mission, so that staff is able to mix cement for certain renovations, sidewalks repairs, etc. in lieu of having a concrete company come out with a large truck to satisfy our needs. This way we can mix our own bags of cement and be self-sufficient.

**Lawn Trailer – 18'** **FY 16/17: \$4,000**

This trailer will be utilized to transport irrigation supplies, large pieces of equipment, mowers and Kubota's throughout the City. The trailer will need to be 18' in length and 8' wide with ramps in the rear as opposed to a tailgate. This trailer will also be used for the Commissioners Float during the Christmas parade. This is mission essential.

Replacement Equipment Fund

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**Goal Posts – Dwight Hawkins** **FY 16/17: \$4,500**

As part of the FY 15/16 Budget year Parks & Rec was provided the resources to purchase and install sports field lighting at Dwight Hawkins to build a football field. It will be necessary to purchase and install goal posts for the field.

**Utility Trailers – Parks and Turf Maintenance** **FY 16/17: \$12,500**

These trailers will be used to replace two old small trailers that are worn out and in need of replacement. The trailers will carry small tools, equipment and supplies throughout the City.

**Aluminum Park Benches (10)** **FY 16/17: \$4,500**  
**Manny Rodriguez, Wes Crile & Dwight Hawkins**

Aluminum Park benches are needed for the two new fields we are constructing, as well as the walking trail at Wes Crile.

**Ford Van** **FY 16/17: \$25,000**

This van will be utilized to transport recreational equipment and allow staff to be deployed to multiple Parks and Recreational Facilities. Some equipment needs to be carried safely inside a vehicle instead of a flatbed truck, where it is exposed to the elements. This would replace vehicle 0555.

**F-150 Extended Cab - Beautification** **FY 16/17: \$30,000**

A Ford extended F-150 will be utilized to transport as a work truck for the Parks Department with performing Beautification throughout the City to all facilities. The truck is necessary for staff to carry tools, equipment, pick up flowers, dirt and fertilizer. This truck will be purchased off the FL Sheriffs' State contract. This will be an additional vehicle and not a replacement.

**PUBLIC WORKS**

**Message Boards (2)** **FY 16/17: \$30,000**

The Public Works Traffic Operations division currently has two message boards that are in need of replacement. The message boards are currently used for notification of traffic patterns as well as special events when available. The current message boards are old and not reliable for multi-day use.

**997 Z-Trak Mower (2)** **FY 16/17: \$36,000**

The Public Works Field Operations division currently has two mowers that are in need of replacement. FO-0817 and FO-0818 will be replaced.



Replacement Equipment Fund

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**Security Badge Access – TV Broadcast Room – PIO**                      **FY 16/17: \$4,000**

This project includes security badge access for both the Chambers Broadcast Room and Room 150B. Both rooms now are accessible with keys assigned to non-PIO personnel. The objective is to monitor access to both rooms and the equipment in those rooms, and to control the flow of personnel into those areas.

**Broadcast Encoder for TV Broadcast - PIO**                      **FY 16/17: \$7,000**

This equipment functions similar to the ATT U-verse encoder, converting the broadcast signal for DeltonaTV so that it is compatible with non-cable based video file transmissions. This is to move the City TV station on the Centurylink/PRISM broadcast platform that covers the northern half of Deltona, and completing coverage in the City.

**AMX Controller System for Chambers - PIO**                      **FY 16/17: \$13,000**

The existing AMX equipment controls all of the audio and video functions in the Chambers. The current equipment was installed in 2007 and has undergone repairs as needed. Function errors with the audio are occurring with a higher frequency. The AMX hardware is at end-of-life and the manufacturer has indicated it will no longer provide technical support for this equipment. This will replace the existing hardware system.

**35mm DSLR Camera - PIO**    **FY 16/17: \$1,000**

This camera will replace the existing 35mm camera purchased in 2007. This will include the camera body and lenses. It would be used for various City photo opportunities. There may be as many as four to six events/photo opportunities per week.

**AM Radio Station Antennae / Installation - PIO**                      **FY 16/17: \$4,500**

The City's Technical Engineer has recommended replacing the existing hardware to ensure signal stability. The antennae from the previous location had deteriorated to the point where a new one is needed.

**AV Switcher / Replace Analog Switcher - PIO**                      **FY 16/17: \$2,500**

Replace analog switcher that was in Chambers and is now being used in studio. This switcher is also the redundant equipment for the new switcher in the Chambers Broadcast Room. The switcher at is at end-of-life and no longer supported by the manufacturer for technical issues.

Replacement Equipment Fund

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**Update Lighting Chambers / Dais - PIO**                      **FY 16/17: \$6,500**

The lighting in the Chambers above the Commission dais uses a variety of different lighting formats. This creates an issue where camera shots of different Commissioners have varying skin tones that can range from green to orange to purple. The new lighting will use all of the same format lighting with a consistent light color temperature that eliminates the skin tone problem as well as providing a balanced clean light for the Meeting broadcasts.

**CITY-WIDE**

**Replacement Multi-Function Copiers**                      **FY 16/17: \$75,000**

The majority of copiers in the City are beyond their useful life of five years. Many of them break down frequently and it is becoming more difficult to obtain replacement parts. Currently, the City is using two loaner machines so it is imperative that the City implement a City-wide replacement schedule. Replacement of the entire fleet of City copiers will be phased in over the next two years with a staggered replacement schedule being implemented after that. Staff has developed a list of all copiers with their corresponding meter counts. The machines with the highest meter counts are the ones that more likely to break down and will be evaluated for replacement first. The City's preferred copiers, Lanier, can be purchased and maintained through the US Communities Contract.

**LAW ENFORCEMENT**

**Tag Readers – Speed Trailer – LPR System – 1**    **FY 16/17: \$40,000**  
**Static LPR system per travel lane – 4**                      **\$40,000**

A License Plate Recognition (LPR) system allows deputies instantaneous assessment of most passing vehicles. Through data-sharing with national, state, and local authorities, the LPR scans for some of the most important factors to a law enforcement officer: **Missing or wanted persons, stolen vehicles and license plates, suspended, revoked or canceled driver's licenses, and Sexual Offenders/Sexual Predators**, which enables more efficient and effective use of law enforcement resources.

During a short trial period in FY 14/15, District 4 deputies tested and evaluated two LPRs in the field. Within less than 14 hours of actual deployment, this LPR technology netted 10 arrests with 24 total criminal charges, 22 citations, a stolen vehicle, a credit card fraud ring, heroin trafficking, cocaine possession, and the seizure of a valuable asset. Without this technology, it is unlikely these same results could have been achieved in the same amount of time, based solely on human observations and initiative.

Replacement Equipment Fund

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This technology is being used all across the nation, throughout Florida and even here locally (Daytona Beach, Port Orange, Orange City, and VCSO – District 2 and District 3) with great success. This invaluable tool can be used proactively and reactively in both preventing and solving crime. The scope of the project includes four LPR systems with four cameras for each system. Two tag readers were originally requested; however, the request was increased to four at the August 10, 2015, Commission Workshop.

Since the approval of the LPRs, the implementation has been hampered with technical problems with a software update from the vendor. Therefore, the Volusia County Sheriff’s Office - Information Technology Section has held off obtaining the new technology until the software bugs were worked out. As of May 2016, the Information Technology Section has arranged to outfit a patrol car with a four-camera LPR system for testing and evaluation. After successful testing, the VCSO Information Technology Section will move forward with outfitting the three additional LPRs on patrol cars for a total of four as budgeted in FY 15/16.

**3 Year Horizon Recommendation**

For strategic planning purposes, the City of Deltona could benefit from the implementation of static and covert LPRs strategically placed within the City. The Volusia County Sheriff’s Office is implementing a three-year plan to install static LPR systems on SR 415 in Osteen, Howland Blvd and Interstate 4, Saxon Blvd and Interstate 4, and Dirksen Dr. and Interstate 4.

If the City of Deltona were to compliment the VCSO plan with similar static LPR systems in core areas such as Howland Blvd and Courtland Blvd, Howland and Fort Smith Blvd, Providence Blvd and DeBary Ave, Saxon Blvd and Doyle Rd, Courtland Blvd and Doyle Rd, or Normandy Blvd and Graves Ave., these resources would further assist law enforcement in their efforts to reduce and solve crimes. An additional dual purpose resource would be utilizing covert LPR speed trailers. These speed trailers can be strategically setup on any roadway in the City performing a service as a visual speed awareness and reduction tool. Additionally, the LPR system incorporated with the speed trailer will be extremely useful and effective for law enforcement. The three year horizon recommendation is as follows:

FY 16/17:

Static LPR – 4	\$40,000	LPR Speed trailer – 1	\$40,000
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FY 17/18:

Static LPR – 4	\$40,000	LPR Speed trailer – 1	\$40,000
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FY 18/19:

Static LPR – 4	\$40,000		
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### **GENERAL DESCRIPTION**

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

### **RELATIONSHIP TO THE OPERATING BUDGET**

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

### **PURPOSE**

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

### **PROCESS**

The compilation stage of the CIP is targeted to be completed during the FY 16/17 budget process to begin the discussion stage of the CIP process. The length of the process is designed to allow time to draft the CIP so that operating impacts are known and included in the proposed operating budget, but allows time to be able to review the operating budget priorities and weigh those against the funding needs of the projects prior to making the final decisions on the CIP.

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

Funding Source	Budget	Planned				Total
	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	
Gas Tax Revenue (1)	\$ 325,300	\$ 526,000	\$ 533,000	\$ 542,000	\$ 548,000	\$ 2,474,300
General Fund	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	6,500,000
Grants and private donations	1,666,700	363,500	-	-	576,000	2,606,200
Impact Fees - Parks and Recreation	62,000	64,000	67,000	70,000	74,000	337,000
Impact Fees - Transportation	150,000	150,000	150,000	150,000	150,000	750,000
Interest Income	198,900	133,700	92,230	65,790	43,880	534,500
Stormwater Special Assessments (2)	991,900	952,000	909,600	864,300	817,900	4,535,700
Unidentified Funding (3)	-	-	-	-	-	-
Draw from (transfer) to CIP Fund Balance	10,330,500	6,462,600	3,883,870	2,769,910	2,757,720	26,204,600
	<u>\$ 15,025,300</u>	<u>\$ 9,951,800</u>	<u>\$ 6,935,700</u>	<u>\$ 5,762,000</u>	<u>\$ 6,267,500</u>	<u>\$ 43,942,300</u>

(1) Tax revenues in excess of related operating expenditures and debt service.

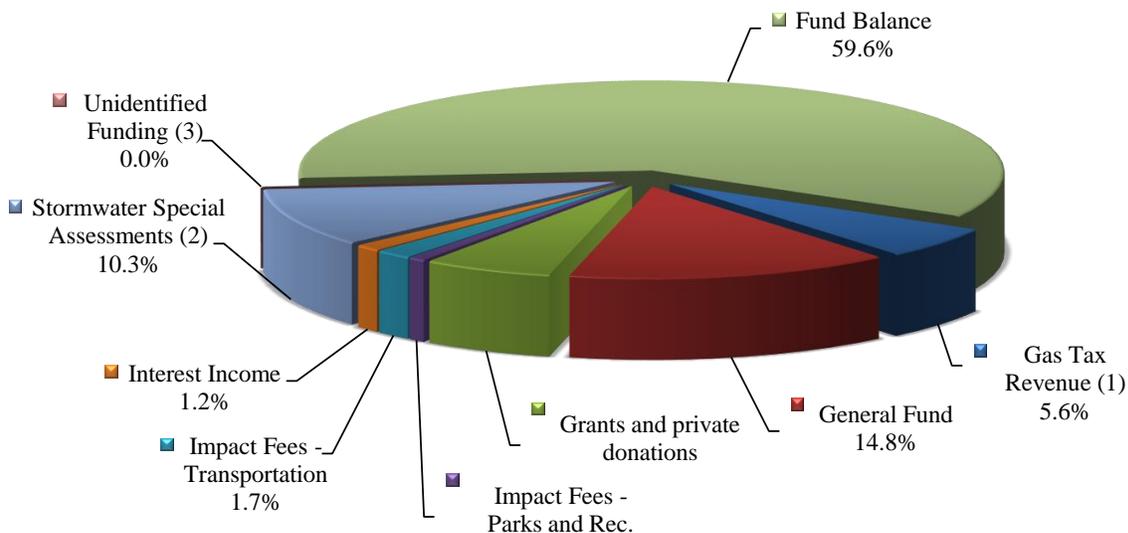
(2) Assessment revenue in excess of related operating expenditures and debt service

(3) If funding does not materialize the related capital outlay will be adjusted as needed.

**CIP Fund Balance:**

Beginning CIP reserve	\$ 30,120,370	\$ 19,789,870	\$ 13,327,270	\$ 9,443,400	\$ 6,673,490
Draw (from) addition to reserve	<u>(10,330,500)</u>	<u>(6,462,600)</u>	<u>(3,883,870)</u>	<u>(2,769,910)</u>	<u>(2,757,720)</u>
Ending CIP reserve	<u>\$ 19,789,870</u>	<u>\$ 13,327,270</u>	<u>\$ 9,443,400</u>	<u>\$ 6,673,490</u>	<u>\$ 3,915,770</u>

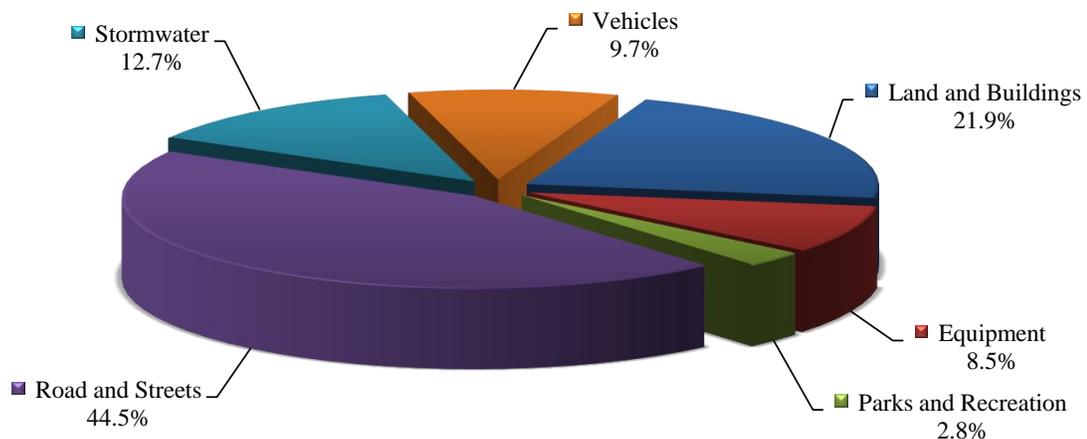
**Total 5-Year CIP By Funding Source**



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

Project	Budget	Planned				Total
	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	
Land and Buildings - Parks & Recreation	\$ 6,000,000	\$ 2,480,000	\$ -	\$ -	\$ -	\$ 8,480,000
Land and Buildings - Public Works	100,000	-	-	-	-	100,000
Miscellaneous Infrastructure/Improvements	200,000	200,000	200,000	200,000	150,000	950,000
Land and Buildings - Fire Station	80,000	-	-	-	-	80,000
Equipment	1,350,500	643,000	1,072,000	393,000	256,500	3,715,000
Road Construction	2,900,000	-	-	-	-	2,900,000
Park Projects	1,234,200	-	-	-	-	1,234,200
Road Resurfacing	856,000	3,250,000	2,500,000	2,500,000	2,500,000	11,606,000
Sidewalks	1,036,000	1,000,000	1,000,000	1,000,000	1,000,000	5,036,000
Stormwater - Capital Improvement	639,600	466,300	892,000	480,000	1,360,000	3,837,900
Stormwater - Renewal and Replacement	380,000	516,500	313,700	150,000	392,000	1,752,200
Vehicles	249,000	1,396,000	958,000	1,039,000	609,000	4,251,000
	<u>\$ 15,025,300</u>	<u>\$ 9,951,800</u>	<u>\$ 6,935,700</u>	<u>\$ 5,762,000</u>	<u>\$ 6,267,500</u>	<u>\$ 43,942,300</u>

**Total 5-Year CIP By Project Type**



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

Funding Source	Budget	Planned				Total
	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	
Interest Income	\$ 73,000	<div style="border: 1px solid black; padding: 5px;"> <p><b>The five year projection period ending 09/30/2021 is unknown due to significant mandated changes to the CIP. These issues will be addressed in a long-range planning workshop in October to evaluate and discuss options.</b></p> <p><b>An updated five year CIP will be available for the next</b></p> </div>				\$ 73,000
Utility Assessment Fees	264,000					\$ -
Utility Operating Fund (1)	146,900					\$ -
Grants	2,475,000					\$ -
Issuance of Debt - State Revolving Fund	3,525,000					\$ -
New borrowing (4)	-					\$ -
Draw from (transfer) to reserves	7,503,800					\$ -
	<u>\$13,987,700</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 13,987,700</u>

- (1) Operating revenues in excess of related expenditures and debt service.
- (2) Bond Sinking Fund & Customer Deposits.
- (3) Restricted by bond covenants for renewal & replacement. Available for R & R capital outlay only.
- (4) If funding does not materialize the related capital outlay will be adjusted as needed.

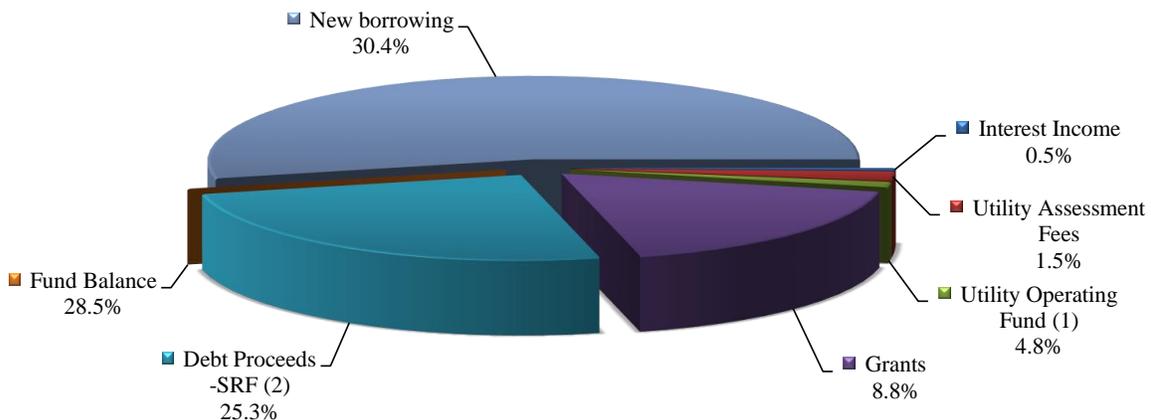
Reserves:

Reserve	\$20,736,397	\$ -	\$ -	\$ -	\$ -
Draw (from) addition to reserve	(7,503,800)	-	-	-	-
Ending Reserves	<u>\$13,232,597</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Reserve Components:

Restricted (2)	\$ 6,456,000	\$ -	\$ -	\$ -	\$ -
Restricted - Renewal & Replacement (3)	964,000	-	-	-	-
Unassigned	5,812,597	-	-	-	-
Total Reserves	<u>\$13,232,597</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

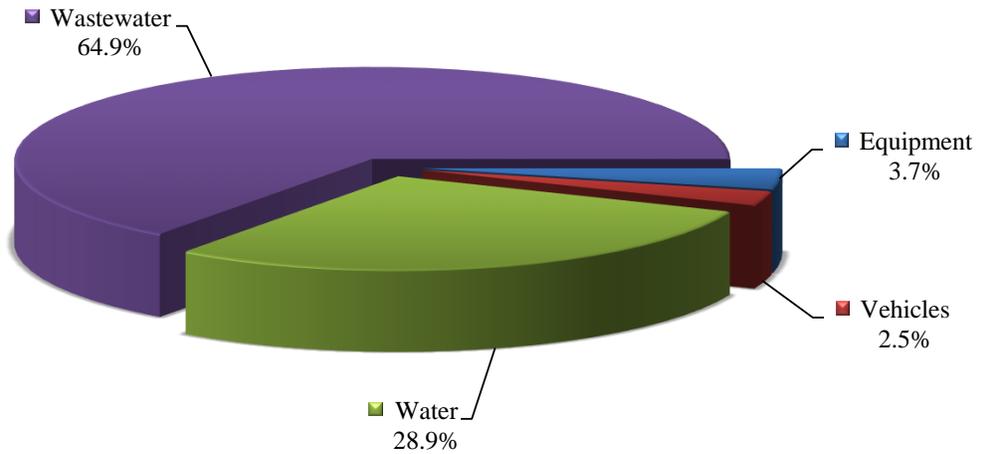
**Total 5-Year CIP By Funding Source**



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

Project	Budget FY 16/17	Planned				Total
		FY 17/18	FY 18/19	FY 19/20	FY 20/21	
Equipment	\$ 511,700	<div style="border: 1px solid black; padding: 5px;"> <p><b>The five year projection period ending 09/30/2021 is unknown due to significant mandated changes to the CIP. These issues will be addressed in a long-range planning workshop in October to evaluate and discuss options.</b></p> <p><b>An updated five year CIP will be available for the next</b></p> </div>				\$ 511,700
Vehicles	356,000					\$ 356,000
Water	4,040,000					4,040,000
Wastewater	9,080,000					9,080,000
	<u>\$ 13,987,700</u>					<u>\$ 13,987,700</u>

**Total 5-Year CIP By Project Type**



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

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

	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>
<b><u>Public Safety:</u></b>				
No major projects	\$ -	\$ -	\$ -	\$ -
<b><u>Transportation:</u></b>				
No major projects	\$ -	\$ -	\$ -	\$ -
<b><u>Culture &amp; Recreation:</u></b>				
<b>Community Center</b>	\$ -	\$ -	\$ -	\$ -
<b>Estimated Completion: End of Year 2017</b>				
Additional Staffing (# New Personnel)	1	4	4	4
Additional Staffing Costs	\$ 95,000	\$ 291,000	\$ 299,700	\$ 308,700
Utilities	125,000	128,800	132,700	136,700
Operating Supplies	30,000	30,900	31,800	32,800
<b>Total - Governmental Funds</b>	<b>\$ 250,000</b>	<b>\$ 450,700</b>	<b>\$ 464,200</b>	<b>\$ 478,200</b>
<b><u>Wastewater:</u></b>				
<b><u>New Eastern Wastewater Treatment Plant</u></b>				
<b>Project Completed: 2016</b>				
Additional Staffing (# New Personnel)	6	8	8	8
Additional Staffing Costs	\$ 359,000	\$ 500,000	\$ 525,000	\$ 550,000
Materials (R&R)	97,500	100,000	105,000	110,000
Membrane Replacement	-	-	125,000	125,000
Chemicals	187,000	240,000	265,000	290,000
Utilities	400,000	550,000	575,000	600,000
Biosolids Treatment	140,000	200,000	225,000	250,000
Water Testing Services	35,000	45,000	50,000	50,000
Misc. Tools & Supplies	24,500	25,000	25,000	25,000
Training, etc.	2,400	15,000	20,000	20,000
Other Operating Expenses	32,100	30,000	30,000	30,000
<b>Total - Enterprise Funds</b>	<b>\$ 1,277,500</b>	<b>\$ 1,705,000</b>	<b>\$ 1,945,000</b>	<b>\$ 2,050,000</b>





**DEBT MANAGEMENT**

**DEBT ADMINISTRATION** - The City currently has two types of debt – general governmental debt and enterprise debt. The City has no debt secured by ad valorem revenues.

**LEGAL DEBT MARGIN** - The City follows Florida Statute and does not have a debt limit. The City does comply with all Florida Statutes, bond covenants and the City’s Debt Policies.

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

**GENERAL GOVERNMENTAL DEBT**

The City has two general governmental debts which are funded by a variety of sources.

**CAPITAL IMPROVEMENT REVENUE REFUNDING BONDS, SERIES 2016**

In July, 2016 the City issued Capital Improvement Revenue Refunding Bonds, Series 2016. The total amount of issue was \$35,750,000. The purposes of these bonds was tri-fold:

- Refund the remaining Transportation Capital Improvement Revenue Bonds, Series 2006
- Provide additional funding for on-going transportation/road projects
- Provide funding for the City’s new Center at Deltona

For the transportation/road portion, pledged revenues are the five-cent local option gas tax, the six-cent local option gas tax and transportation impact fees. Pledged revenues for the Center at Deltona are the City’s Public Utilities and Service Tax revenues as well as the Local Communications Services Tax revenues.

The bonds are insured and have been assigned a “AA” rating from S& P Global Ratings and an “AA-” rating from Fitch Ratings. The City has covenanted to appropriate in its annual budget, if necessary, from non-ad valorem revenues lawfully available in each Fiscal Year, amounts sufficient to make up any deficiencies of pledged revenue streams.

**STORMWATER SPECIAL ASSESSMENT NOTE, SERIES 2009**

On April 8, 2009, the City of Deltona issued a Stormwater Special Assessment Note, Series 2009 in the amount of \$6,569,345 for the purpose of financing certain costs of the capital improvements included in the City’s adopted Stormwater Master Plan. The Stormwater Master Plan consists of capital improvements and maintenance of the stormwater system which provides stormwater utility services, facilities and programs throughout the City. The City has pledged stormwater assessment fees revenue toward debt service payments. Further, the City has covenanted to appropriate in its annual budget, if necessary, from non-ad valorem revenues lawfully available in each Fiscal Year, amounts sufficient to make up any deficiencies of pledged revenue streams.

**ENTERPRISE DEBT**

The Enterprise Fund (Utility) has debt which is self-supporting through user fees.

**UTILITY SYSTEM REVENUE BONDS, SERIES 2014**

On December 5, 2014 the City issued the Utility System Revenue Bonds, Series 2014 in the amount of \$22,215,000. These bonds are insured on a security by security basis based on cost effectiveness. Each security was reviewed to see if the cost of insurance made financial sense when comparing the cost of the insurance to the interest rate on the individual security.

The bonds were issued to finance the costs of certain capital improvements to the City's water system and sewer system, retire the City's outstanding utility system bond anticipation note, Series 2014 and to pay the costs of issuance associated with the Series 2014 Bonds. The Bonds are special obligations of the City, payable solely from and secured by a lien upon and pledge of the Pledged Revenues of the System.

The bonds have been assigned an "A+" rating from FITCH and an "A" rating from Standards & Poor's. The bonds are secured by a pledge of the net revenues of the system levied and collected by the issuer, including impact fees and direct pay subsidies paid to the issuer. The bonds do not require a debt service reserve. Repayment of the Bonds commenced April 1, 2015.

**UTILITY SYSTEM REVENUE BONDS, SERIES 2013**

On September 10, 2013 the City issued the Utility System Refunding Revenue Bonds, Series 2013 in the amount of \$79,745,000. These bonds are insured on a security by security basis based on cost effectiveness. Each security was reviewed to see if the cost of insurance made financial sense when comparing the cost of the insurance to the interest rate on the individual security.

The bonds have been assigned an "A" rating from Standard and Poor's Corporation and an "A+" rating from FITCH. As was the goal, the new annual debt service payments are approximately the same as they were with the previous bond issue, thereby having little or no impact on the Utility System's rate payers. Additionally, the City's team of professionals was able to eliminate the \$5,600,000 million debt service reserve requirement and apply those funds toward the swaption termination payment. The bonds are collateralized by a pledge of the net revenues of the System. The Utility System Revenue Bonds, Series 2003 were retired on October 10, 2014.

**ENTERPRISE DEBT****CLEAN WATER STATE REVOLVING FUND LOAN (SRF Loan)**

On March 29, 2011, the City entered into a Clean Water State Revolving Fund (SRF) loan agreement with Florida Water Pollution Control Financing Corporation, a division of the Florida Department of Environmental Protection Agency. This financial assistance was for the planning, design, and pre-construction activities of the City's planned treatment and reuse facility.

The City has since executed two amendments to this agreement to include financing for construction related costs of the treatment and reuse facility. The FDEP shall establish the final Project costs after its final inspection of the facility. The anticipated total loan will be approximately \$30,000,000 to reflect all construction costs. Semiannual loan payments of \$913,476 commenced in June of 2016. The lien on the net revenues of the system is on a junior and subordinated lien position to the Utility Revenue bonds series 2013 and 2014. The balance for this loan as of September 30, 2016 is \$25,066,945.

The debt service payment schedule is unavailable at this time and will be available in next year's budget.

Transportation Revenue Bonds

**BOND INDEBTEDNESS**

<u>Outstanding Bonds as of 10/1/16</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
Capital Improvement Revenue Refunding Bonds, Series 2016	\$ 35,750,000	\$ 21,284,260	\$ 57,034,260

**DEBT SERVICE PAYMENT SCHEDULE**

**Capital Improvement Revenue Refunding Bonds, Series 2016**

<u>Fiscal Year Ended</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
2017	\$ 950,000	\$ 305,298	\$ 1,255,298
2018	600,000	1,260,919	1,860,919
2019	630,000	1,230,919	1,860,919
2020	660,000	1,199,419	1,859,419
2021	695,000	1,166,419	1,861,419
2022	730,000	1,131,669	1,861,669
2023	765,000	1,095,169	1,860,169
2024	805,000	1,056,919	1,861,919
2025	845,000	1,016,669	1,861,669
2026	890,000	974,419	1,864,419
2027	925,000	929,919	1,854,919
2028	975,000	883,669	1,858,669
2029	1,015,000	844,669	1,859,669
2030	1,035,000	824,369	1,859,369
2031	1,080,000	782,969	1,862,969
2032	1,125,000	739,769	1,864,769
2033	1,170,000	694,769	1,864,769
2034	1,170,000	647,969	1,817,969
2035	1,260,000	601,169	1,861,169
2036	1,295,000	563,369	1,858,369
2037	1,335,000	524,519	1,859,519
2038	1,375,000	484,469	1,859,469
2039	1,420,000	443,219	1,863,219
2040	1,460,000	400,619	1,860,619
2041	1,500,000	356,819	1,856,819
2042	1,545,000	311,819	1,856,819
2043	1,595,000	265,469	1,860,469
2044	1,650,000	215,625	1,865,625
2045	1,700,000	164,063	1,864,063
2046	1,750,000	110,938	1,860,938
2047	1,800,000	56,250	1,856,250
<b>TOTAL</b>	<b>\$ 35,750,000</b>	<b>\$ 21,284,260</b>	<b>\$ 57,034,260</b>

NOTE: Approx. 79% of this debt is attributable to Transportation. Approx. 21% is attributable to General Fund

**BANK NOTE**

<u>Outstanding Note as of 10/1/16</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
Stormwater Special Assessment Note, Series 2009	\$ <u>4,968,568</u>	\$ <u>1,915,879</u>	\$ <u>6,884,447</u>

**DEBT SERVICE PAYMENT SCHEDULE**

**Stormwater Special Assessment Note Series 2009**

<u>Fiscal Year Ended</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
2010	\$ 195,779	\$ 350,152	\$ 545,931
2011	205,839	319,316	525,155
2012	216,417	309,003	525,420
2013	227,538	298,161	525,699
2014	239,231	286,761	525,992
2015	251,524	274,775	526,299
2016	264,449	262,174	526,623
2017	278,038	248,925	526,963
2018	292,326	234,996	527,322
2019	307,348	220,350	527,698
2020	323,142	204,952	528,094
2021	339,747	188,762	528,509
2022	357,206	171,741	528,947
2023	375,561	153,845	529,406
2024	394,861	135,030	529,891
2025	415,151	115,247	530,398
2026	436,485	94,448	530,933
2027	458,915	72,580	531,495
2028	482,497	49,588	532,085
2029	507,291	25,415	532,706
<b>TOTAL</b>	<b>\$ <u>6,569,345</u></b>	<b>\$ <u>4,016,221</u></b>	<b>\$ <u>10,585,566</u></b>

Utility Revenue Bonds

**BOND INDEBTEDNESS**

<u>Outstanding Bonds as of 10/1/16</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
Utility System Revenue Bonds, Series 2013	\$ 76,915,000	\$ 65,298,105	\$ 145,043,105

**DEBT SERVICE PAYMENT SCHEDULE**

**Utility System Refunding Revenue Bonds, Series 2013**

<u>Fiscal Year Ended</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
2015	\$ 1,290,000	\$ 4,126,686	\$ 5,416,686
2016	1,540,000	3,873,431	5,413,431
2017	1,605,000	3,811,831	5,416,831
2018	1,885,000	3,731,581	5,616,581
2019	1,955,000	3,656,181	5,611,181
2020	2,035,000	3,577,981	5,612,981
2021	2,135,000	3,476,231	5,611,231
2022	2,230,000	3,380,156	5,610,156
2023	2,345,000	3,268,656	5,613,656
2024	2,460,000	3,151,406	5,611,406
2025	2,575,000	3,037,256	5,612,256
2026	2,705,000	2,908,506	5,613,506
2027	2,820,000	2,791,806	5,611,806
2028	2,940,000	2,672,900	5,612,900
2029	3,085,000	2,525,900	5,610,900
2030	3,245,000	2,367,794	5,612,794
2031	3,415,000	2,197,431	5,612,431
2032	3,595,000	2,018,144	5,613,144
2033	3,785,000	1,829,406	5,614,406
2034	3,975,000	1,640,156	5,615,156
2035	4,120,000	1,441,406	5,561,406
2036	4,335,000	1,230,256	5,565,256
2037	4,555,000	1,008,088	5,563,088
2038	4,790,000	774,644	5,564,644
2039	5,035,000	529,156	5,564,156
2040	5,290,000	271,113	5,561,113
<b>TOTAL</b>	<u>\$ 79,745,000</u>	<u>\$ 65,298,105</u>	<u>\$ 145,043,105</u>

Utility Revenue Bonds

**BOND INDEBTEDNESS**

<u>Outstanding Bonds as of 10/1/16</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Utility System Revenue Bonds, Series 2014	\$ 22,215,000	\$ 17,134,090	\$ 39,349,090

**DEBT SERVICE PAYMENT SCHEDULE**

**Utility System Revenue Bonds, Series 2014**

<u>Fiscal Year Ended</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ -	\$ 703,915	\$ 703,915
2017	-	889,156	889,156
2018	460,000	889,156	1,349,156
2019	475,000	875,356	1,350,356
2020	485,000	861,106	1,346,106
2021	505,000	841,706	1,346,706
2022	525,000	821,506	1,346,506
2023	550,000	800,506	1,350,506
2024	570,000	778,506	1,348,506
2025	595,000	755,706	1,350,706
2026	615,000	731,906	1,346,906
2027	650,000	701,156	1,351,156
2028	665,000	681,656	1,346,656
2029	690,000	660,875	1,350,875
2030	710,000	639,313	1,349,313
2031	730,000	616,238	1,346,238
2032	755,000	591,600	1,346,600
2033	785,000	565,175	1,350,175
2034	810,000	537,700	1,347,700
2035	840,000	509,350	1,349,350
2036	870,000	479,950	1,349,950
2037	910,000	436,450	1,346,450
2038	955,000	390,950	1,345,950
2039	1,005,000	343,200	1,348,200
2040	1,055,000	292,950	1,347,950
2041	1,110,000	240,200	1,350,200
2042	1,155,000	195,800	1,350,800
2043	1,200,000	149,600	1,349,600
2044	1,245,000	101,600	1,346,600
2045	1,295,000	51,800	1,346,800
	<u>\$ 22,215,000</u>	<u>\$ 17,134,090</u>	<u>\$ 39,349,090</u>

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**PAY GRADE LISTING**

**Annual Salary Range**  
Revised September 16, 2016

<b>Pay Grade</b>	<b>Minimum</b>	<b>Mid-point</b>	<b>Maximum</b>
101	21,258	27,633	34,008
102	22,339	29,026	35,714
103	23,442	30,472	37,502
104	24,627	32,001	39,374
105	25,854	33,592	41,330
106	27,144	35,277	43,410
107	28,496	37,034	45,573
108	29,931	38,896	47,861
109	31,429	40,841	50,253
110	32,989	42,869	52,749
111	34,653	45,022	55,390
112	36,379	47,268	58,157
113	38,189	49,629	61,069
114	40,102	52,114	64,126
115	42,099	54,714	67,330
116	44,221	57,460	70,699
117	46,426	60,330	74,235
118	48,755	63,346	77,938
119	51,189	66,518	81,848
120	53,747	69,836	85,925
121	56,430	73,330	90,230
122	59,259	77,002	94,744
123	62,214	79,956	99,479
124	65,333	84,895	104,458
125	68,598	89,138	109,678
126	72,010	93,590	115,170
127	75,629	98,270	120,910
128	79,402	102,043	126,964
129	83,366	108,337	133,307
130	87,547	113,766	139,984
131	91,915	119,444	146,973
132	96,514	124,043	154,325
133	101,338	131,685	162,032

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**CHART OF ACCOUNTS OPERATING EXPENSES**

The following is a listing of sub-account codes used to track City activity on a day-to-day basis. The main level, the level in which the budget has been presented, represents the Uniform Accounting Code mandated by the State of Florida. To allow for better information and cost control on a City-wide basis, the sub-account codes listed below are used to account for the day-to-day activities of the City.

**5231 Professional Services:**

Professional Services - Other; General Legal; Comprehensive Plan & Land Development Regulations; Code Enforcement Support; Special Assessments; Litigation; Associated Legal Costs; Labor Attorney; Code Enforcement Attorney; Development Review - Transportation; Development Review - Environmental; Consulting Engineer

**5232 Accounting & Auditing**

Procedure Implementation; Audit Services; Special Projects

**5233 Court Reporter Services**

Costs of appearance fees and transcript fees for in-court proceedings; appeals; and depositions

**5234 Other Contractual Services**

Contractual Services - Other; Ordinance Codification/Minute Indexing; Records Management Program; Software Maintenance Agreement; Computer Network Support; Mowing & Litter Control; Public Works Services; Comprehensive Plan; Building/Permitting Inspections; Lot Maintenance Enforcement; Janitorial Services; Animal Kennel Fees; Law Enforcement Services

**5235 Investigations**

Fire Marshal Investigations

**5240 Travel and Per Diem**

Travel / Per Diems; Mileage - Local

**5241 Communications & Freight Services**

Communications; Postage & Shipping

**5243 Utility Services**

Utility Services - General; Lighting/Electric; Water/Sewer; Waste Management; Streetlighting; Pump & Lift Stations

**5244 Rentals & Leases**

Land; Buildings; Vehicles; or Equipment Rental & Leases

**CHART OF ACCOUNTS OPERATING EXPENSES (Continued)****5245 Insurance****5246 Repair & Maintenance Services**

R&amp;M - Vehicles; R&amp;M - Equipment; R&amp;M Building; R&amp;M - Hydrants; R&amp;M - Parks

**5247 Printing & Binding**

Printing &amp; Binding - General; Printing - Newsletter

**5248 Promotional Activities**

Promotional Activities - General; City Appreciation Events

**5249 Other Current Charges**

Recognitions; Sympathies; Reimbursable Expenses; Legal &amp; Classified Ads; Personnel Advertising; Dumping Fees; Economic Development Efforts; Sheriff's Service of Notices; Special Ops, Emergency Management; Employee Physicals &amp; Exams; Wellness Program; Assessment Billings/Fees; Advisory Boards Support; Feasibility Studies &amp; Research; Employee Recognition/Benefits; Recording Fees; Unsafe Conditions Abatement; Temporary Staffing; Licenses Renewal Fees; Legislative Actions; Commission Initiatives

**5251 Office Supplies**

Office Supplies - General; Furniture &amp; Equipment (Non-Capital)

**5252 Operating Supplies**

Fuel &amp; Oil; Small Tools &amp; Equipment (Non-Capital); Janitorial Supplies; Bunker Gear; Chemicals; Laboratory Supplies; Meters Supplies; Medical Supplies; Uniforms; Safety and Traffic Control; Computer Software; Park Furnishings and Equipment; Operating Supplies - Other

**5253 Road Materials & Supplies**

Road Materials and Supplies; Drainage Materials and Supplies; Sidewalk Materials and Supplies

**5254 Publications / Memberships / Training**

Books / Publications; Memberships/Licenses; Conferences/Meetings; Training/Seminar

**9901 IT - Allocated Costs**

Allocation of Citywide Information Technology Costs

**9904 Fleet Maintenance Allocated Costs**

Allocation of Citywide Fleet Maintenance Costs

**GLOSSARY**

**Accrual** - To increase or accumulate by regular growth, as interest on capital.

**Activity** - A specific and distinguishable unit of work or service performed.

**Ad Valorem Taxes** - Real estate and personal property taxes. Ad Valorem is defined by *Webster's New World Dictionary* as "in proportion to the value". The taxes are assessed on a portion of the value of the property. Local governments set the levy.

**Adjusted Final Millage** - The actual tax rate, under Florida law, levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually, such changes are very slight and the adjusted millage sometimes does not change from the levy set by the taxing agency.

**Aggregate Millage Rate** - The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to \$10 per \$1,000 worth of assessed taxable value.

**Assessment** - The value for tax purposes determined by the property appraiser for a given piece of real or personal property.

**Assets** - Property that has monetary value.

**Audit** - A review of the City's accounting system to ensure that financial records are accurate and in compliance with all legal requirements for handling of public funds, including State law and City Ordinance. It is a test of management's internal accounting controls and is intended to:

- Ascertain whether financial statements fairly present financial position and results of operations,
- Test whether transactions have been legally performed,
- Identify areas for possible improvements in accounting practices and procedures,
- Ascertain whether transactions have been recorded accurately and consistently, and
- Ascertain the stewardship of officials responsible for governmental resources.

**Balanced Budget** - According to Florida Statute, the amount available from taxation and other revenues, plus amounts carried over from prior fiscal years, must equal the total appropriations for expenditures plus ending reserves.

**Beginning Balance** - The residual non-restricted funds brought forward from the previous fiscal year (ending balance).

**Bond** - A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date(s)) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds typically are used for long-term debt.

**Budget** - (Operating) A plan of financial operating embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is sometimes used to denote the officially approved expenditure ceilings under which a government and its departments operate.

**GLOSSARY (Continued)**

**Budget Calendar** - The schedule of key dates or milestones which a government follows in the preparation and adoption of the budget.

**Budget Document** - The official written statement prepared by the Finance Department and supporting staff which presents the proposed budget to the legislative body.

**Budget Message** - A general discussion of the proposed budget presented in writing as a part of, or supplement to, the budget document as presented in writing by the City Manager to the City Commission. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the Finance Director.

**Budgetary Control** - The management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

**Budgetary Expenditures** - Decreases in net assets. In contrast to conventional expenditures, budgetary expenditures exclude amounts represented by noncurrent liabilities.

**Capital Assets** - Assets of significant value and having a useful life of more than one year. Capital assets are also called fixed assets.

**Capital Budget** - A plan of proposed capital expenditures and the means of financing them, usually based on the first year of the capital improvement program (CIP) and typically enacted as part of the complete annual budget which includes both operating and capital outlays.

**Capital Improvement** - Additions, replacements or improvements to facilities with a unit cost in excess of \$5,000 and a useful life of more than one year. Items with a unit cost of less than \$5,000 will be charged to operating expenditures.

**Capital Improvement Program** - A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

**Capital Outlay** - The cost of acquiring or improving land, buildings, equipment, furnishings, etc. with a unit cost in excess of \$5,000 and a useful life of one year or more. (See Capital Improvement)

**Capital Projects** - Projects that purchase or construct capital assets. Typically, a capital project encompasses a purchase of land and/or the construction of a building or facility.

**Contingency** - Funds that are not earmarked for a specific purpose and may be used for emergency or unforeseen expenses or to make up cost overruns during a budget year.

**Contractual Service** - (Also called User Charges or Fees) The charge for goods or services provided by local government to those private individuals who receive the service. Such charges reduce the reliance on property tax funding.

**Cost** - The amount of money or other consideration exchanged for property, services and/or expense.

**GLOSSARY (Continued)**

**Current** - A term denoting the operation of the present fiscal period, as opposed to past or future periods. It often is used to refer to items likely to be used up or converted into cash within one year.

**Debt Service** - The expense of retiring debts such as loans and bond issues, it includes principal and interest payments, and administrative costs for paying agents, registrars, and escrow agents.

**Debt Service Reserve** - A fund used to pay debt service of revenue bonds if the sources of the pledged revenues do not generate sufficient funds to satisfy the debt service requirements; it is funded in whole or in part from the proceeds of the bonds or is allowed to gradually accumulate over a period of years through required payments from the pledged revenues.

**Defeasance** – In financial reporting, the netting of outstanding liabilities and related assets on the statement of position. Defeased debt is no longer reported as a liability on the face of the statement of position. Most refundings result in the defeasance of the refunded debt. Defeasance also is sometimes encountered in conjunction with annuity contracts purchased in connection with lottery prizes and settlements of claims and judgments.

**Department** - A basic organizational unity which is functionally unique in its service delivery established to efficiently meet the needs of the citizens.

**Depreciation** - 1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence. 2) That portion of the cost of a capital asset which is charged as an expense during a particular period.

**Encumbrance** - A commitment of funds against an appropriation (in the form of a purchase order or contract) until such time as the goods or services are received, the commitment is referred to as an encumbrance.

**Enterprise Fund** - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. The intent is that the full cost of providing the goods or services is to be financed primarily through user charges and fees, thus removing the expense from the tax rate.

**Expenditures** - For accounts kept on the accrual or modified accrual basis of accounting it is the cost of goods received or services rendered, whether cash payments have been made or not. For accounts kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

**Expenses** - Decreases in net total assets. Expenses represent the total cost of operations during a period, regardless of the timing of related expenses.

**Fees** - Charges for services that are based upon the cost of providing the service.

**Final Millage** - The tax rate adopted in the final public budget hearing of a taxing authority.

**Fiscal Year** - The twelve month financial period used by the City that begins October 1 and ends September 30 of the following calendar year. The year is represented by the date on which it ends. Example: October 1, 2011 – September 30, 2012 would be fiscal year 2012.

**GLOSSARY (Continued)**

**Full-Time Equivalent (FTE)** - A measure of an effective authorized position, indicating the percentage of time a position or group of positions is funded. It is calculated by equating 2,080 hours per year with the full-time equivalent of one position; thus one position would have an FTE of 1.0, or 100 percent.

**Function** - A major class or grouping of tasks directed toward a common goal, such as improvements to public safety, improvement of the physical environment, etc.

**Fund** - A set of interrelated accounts that records assets and liabilities related to a specific purpose. Also, a sum of money available for specified purposes.

**Fund Balance** - The amount available within a fund at the close of the fiscal year that can be carried over as a revenue for the upcoming fiscal year.

**General Fund** - The governmental accounting fund supported by ad Valorem (property) taxes, licenses and permits, service charges, and other general revenues to provide for operating services.

**Goal** - A statement that describes the purpose toward which an endeavor is directed, such as a target or target area.

**Governmental Funds** - Funds generally used to account for tax-supported activities.

**Grant** - A contribution of assets by one governmental unit or other organization to another. Typically, these contributions are made to local governments for specific purposes.

**Interfund Transfers** - Transfers among funds utilized to track items for management purposes. They represent a “double counting” and, therefore, are subtracted when computing a “net” operating budget.

**Internal Control** - A plan of organization for purchasing, accounting, and other financial activities which, among other things, provides that:

- The duties of employees are subdivided so that no single employee handles a financial action from beginning to end,
- Proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed, and
- Records and procedures are arranged appropriately to facilitate effective control.

**Investment Securities** - Any real estate purchased and held for the production of income in the form of interest, dividends, rentals, or base payments.

**Levy** - The total amount of taxes, special assessments, or charges imposed by a government.

**Liability** - Debt or other legal obligations, arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. Note: The term does not include encumbrances.

**Local Option Gas Tax** - An ordinance of the County Council of Volusia County, Florida pursuant to section 336.025(1) (b), F.S. levying and imposing a local option fuel tax of 6 cents upon every gallon of motor fuel sold in the County of Volusia with the proceeds from said tax being distributed as provided by law. Beginning January 1, 2000 an additional 5 cent was levied and imposed upon every gallon of motor fuel oil, excluding diesel.

**GLOSSARY (Continued)**

**Mandate** - Any responsibility, action, or procedure that is imposed by one sphere of government on another through constitutional, legislative, administrative, executive, or judicial action, as a direct order or that is required as a condition of aid.

**Maturities** - The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

**Mill** - 1/1000 of one dollar; used in computing taxes by multiplying the rate times the taxable value divided by 1,000. Example: Millage rate of \$4.198 per thousand, taxable value of \$50,000/1,000=50 x \$4.198=\$209.90.

**Modified Accrual Basis** - The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or available revenues which should be accrued to reflect properly the taxes levied and revenue earned.

**Modified Accrual Basis of Accounting** - The basis a government uses to account for its governmental funds; it records expenditures rather than expenses, and requires that payment on revenues be received during the year or soon enough thereafter to be used to liquidate the current year's liabilities.

**Object Code** - An account to which an expenditure is recorded in order to accumulate and categorize the various types of payments that are made by government. These are normally grouped into personal services, operating, capital and other categories for budgetary analysis and financial reporting purposes. Certain object codes are mandated by the State of Florida Uniform Accounting System.

**Objective** - Something toward which effort is directed; a strategic position to be attained or purpose to be achieved.

**Operating Costs** - Also known as Operating and Maintenance costs, these are the expenses of day-to-day operations and exclude personal services and capital costs.

**Operating Expenditures** - Expenditures of day-to-day operations, such as office supplies, maintenance of equipment, and travel; they exclude capital costs. Also known as operating and maintenance costs.

**Other Expenditures** - These include items of a non-expense or expenditure nature such as reserves, transfers to other funds and debt service.

**Performance Measures** - Specific, quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).

**Personal Services** - Costs related to compensating employees including salaries, wages, taxes and benefit costs.

**Property Appraiser** - Elected County official responsible for setting property valuations for tax purposes and preparing the annual tax roll.

**GLOSSARY (Continued)**

**Proposed Millage** - The tax rate certified to a property appraiser by each taxing agency within a county. Proposed millage is to be sent to an appraiser within 30 days after a county's tax roll is certified by the State Department of Revenue and is listed on notices sent to property owners. No taxing agency may approve a levy that is larger than the one it originally proposed.

**Purchase Order** - A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated price. Outstanding purchase orders are called encumbrances.

**Real Property** - Land and buildings and other structures attached to it that are taxable under state law.

**Reserve** - An account used to indicate that a portion of fund equity is legally restricted for a specific purpose or not available for appropriation and subsequent spending.

**Revenue** - Funds that a government receives as income. These may include tax payments, interest earnings, service charges, grants, and intergovernmental payments. The term designates an increase to a fund's assets which does not increase a liability (e.g., proceeds from a loan), does not represent a repayment of an expenditure already made, does not represent a cancellation of certain liabilities, and does not represent an increase in contributed capital.

**Revenue Estimate** - A formal estimate of how much revenue will be earned from a specific revenue source for some future period, typically a future fiscal year.

**Revenue Sharing** - Federal and State money allocated to local governments.

**Roll Back Rate** - That millage rate which, when multiplied times the tax roll, would yield the same amount of revenue for the taxing authority as was yielded by the millage rate levied in the previous year. In normal circumstances, as the tax roll rises by virtue of reassessment, the rolled back rate will be slightly lower than the previous year's millage levy. This reduced rate multiplied by the value of the new construction/annexations added to the roll during the year provided the only source of additional tax revenue if the rolled back rate is levied.

**Sales Tax** - This is a half-cent tax collected by the State on taxable sales within the County. Collections are allocated to the County and cities within the County through a formula based on population.

**Source of Revenue** - The point of origin of a particular revenue or group of revenues.

**Special Assessment** - A compulsory levy imposed on certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

**Special Revenue Fund** - A governmental accounting fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

**Street Lighting District** - A revenue source derived from funds received by the City from residents of a special district established to finance street lighting.

**Tax Base** - The total property valuations on which each taxing agency levies its tax rates.

**Tax Roll** - The certification of assessed/taxable values prepared by the Property Appraiser and presented to the taxing authority by July 1 (or later if an extension is granted by the State of Florida) of each year.

**GLOSSARY (Continued)**

**Tax Year** - A calendar year. The tax roll valued as of January 1 is used in figuring the tax revenue for the annual budget. The tax bills to be mailed by November 1 represent the property taxes due for the current calendar year.

**Tentative Millage** - The tax rate adopted in the first public budget hearing of a taxing agency. Under state law, the agency may reduce, but not increase, the tentative millage during the second budget hearing.

**Total Trihalomethanes (TTHM)** – Byproduct of the disinfecting agent chlorine, regulated by the EPA with a maximum allowable level.

**Uniform Accounting System** - The chart of accounts prescribed by the Office of the State Comptroller is designed to standardize financial information to facilitate comparison and evaluation of reports.

**Unit Cost** - The cost required to produce a specific product or unit of service (e.g., the cost to purify one thousand gallons of water).

**User (Fees) Charges** - The payment of a fee for direct receipt of a public service by those individuals benefiting from the service.

**Vision** - Most desirable future state.

**Yield** - The rate earned on an investment based on the price paid for the investment, the interest earned during the period held, and the selling price or redemption value of the investment.

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**ACRONYMS**

<b>ADA</b> American’s with Disabilities Act	<b>ERP</b> Enterprise Resource Planning (Software)
<b>AWS</b> Alternative Water Supply	<b>ERU</b> Equivalent Residential Unit
<b>BPUD</b> Business Planned Unit Development	<b>EVAC</b> Volusia County Emergency Medical Services Division
<b>CADD</b> Computer Aided Draft Design	<b>EWRF</b> Eastern Water Reclamation Facility
<b>CAFR</b> Comprehensive Annual Financial Report	<b>EWWTTP</b> Eastern Wastewater Treatment Plant
<b>CDBG</b> Community Development Block Grant	<b>FASB</b> Financial Accounting Standards Board
<b>CDL</b> Commercial Driver’s License	<b>FDEP</b> Florida Department of Environmental Protection
<b>CERT</b> Community Emergency Response Team	<b>FDOT</b> Florida Department of Transportation
<b>CIP</b> Capital Improvement Program	<b>FM</b> Force Main
<b>CO</b> Certificate of Occupancy	<b>FMLA</b> Family Medical Leave Act
<b>COBRA</b> Consolidated Omnibus Reconciliation Act	<b>FRDAP</b> Florida Recreation Development Assistance Program
<b>COOP</b> Continuity of Operations Plan	<b>FY</b> Fiscal Year
<b>CPR</b> Cardiopulmonary Resuscitation	<b>GASB</b> Government Accounting Standards Board
<b>CRA</b> Community Redevelopment Area	<b>GFOA</b> Government Finance Officers Association
<b>CUP</b> Consumptive Use Permit	<b>GIS</b> Geographic Information System
<b>DCA</b> Department of Community Affairs	<b>HBA</b> Home Builder’s Association
<b>DEP</b> Department of Environmental Protection	<b>HTML</b> HyperText Markup Language
<b>DOT</b> Department of Transportation	<b>HUD</b> U.S. Dept. of Housing and Urban Development
<b>DRC</b> Development Review Committee	<b>HVAC</b> Heating Ventilation and Air Conditioning
<b>DTV</b> Deltona Television Station	<b>IAFF</b> International Association of Firefighters
<b>EBB</b> Executive Broad Band	<b>ISO</b> Insurance Services Office
<b>ECHO</b> Ecological, Cultural, Heritage and Outdoor Tourism	<b>IT</b> Intermittent
<b>EKG</b> Electrocardiogram	<b>ITSD</b> Information Technology Services Department
<b>EMS</b> Emergency Medical Services	<b>LFA</b> Lower Floridan Aquifer
<b>EOC</b> Emergency Operations Center	
<b>EPA</b> Environmental Protection Agency	

**ACRONYMS (Continued)**

- |   |  |
|---|--|
| <b>LOGT</b> Local Option Gas Tax                                | <b>TRIM</b> Truth in Millage Law                 |
| <b>MPO</b> Metropolitan Planning Organization                   | <b>UCF</b> University of Central Florida         |
| <b>MUTCD</b> Manual of Uniform Traffic Control<br>Devices       | <b>UPS</b> Universal Power Supply                |
| <b>NFPA</b> National Fire Protection Association                | <b>USAR</b> Urban Search and Rescue              |
| <b>NOAA</b> National Oceanic and Atmospheric<br>Administration  | <b>VCSO</b> Volusia County Sheriff's Office      |
| <b>NPDES</b> National Pollutant Discharge<br>Elimination System | <b>VGMC</b> Volusia Growth Management Commission |
| <b>NSP</b> Neighborhood Stabilization Program                   | <b>WWTP</b> Wastewater Treatment Plant           |
| <b>OSHA</b> Occupational Safety & Health<br>Administration      |  |
| <b>PC</b> Personal Computer                                     |  |
| <b>PIO</b> Public Information Office                            |  |
| <b>PODs</b> Personal On-Demand Storage Unit                     |  |
| <b>PUD</b> Planned Unit Development                             |  |
| <b>RAS</b> Return Activated Sludge                              |  |
| <b>RIB</b> Rapid Infiltration Basin                             |  |
| <b>RPUD</b> Residential Planned Unit Development                |  |
| <b>RV</b> Recreational Vehicle                                  |  |
| <b>S.W.A.T.</b> Student's Working Against Tobacco               |  |
| <b>SHIP</b> State Housing Initiatives Partnership Fund          |  |
| <b>SCADA</b> Supervisory Control and Data Acquisition           |  |
| <b>SJRWMD</b> St. John's River Water Management<br>District     |  |
| <b>SLA</b> Service Level Agreement                              |  |
| <b>SRF</b> State Revolving Fund Loan Agreement                  |  |
| <b>TTHM</b> Total Trihalomethanes                               |  |
| <b>TOP</b> Transportation Outreach Program                      |  |