

CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Deltona City Commission
From: Faith G. Miller, City Manager
Subject: Weekly Courtesy Report
Date: July 15, 2011

SHIP Funds:

The City was notified this week that Deltona is going to get an award of \$91,000 in SHIP funds (State Housing Initiative Partnership program). Current available SHIP funds of \$184,895 are expected to be expended over the last three months of this fiscal year; this award of \$91,000 is significantly lower than in years past as the State has been scaling back funding of this program. (See Exhibit A)

Financial Status Report:

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

Employee Recognition Awards:

CONGRATULATIONS to Marlene Brown, Administrative Assistant II with our Parks & Recreation Department, on being selected for Employee of the Quarter, 2nd Quarter 2010/2011. Marlene was nominated by the Youth Advisory Board, saying that she has gone above and beyond for that Committee by putting forth countless hours helping the youth achieve their goals and win awards for their efforts, including projects such as the Deltona Day Parade, Relay for Life, and the food drive for Community Life. She entered their names for the United Way Volunteer of the Year Award for 2009—which they won. She taught them to use their opportunity on the Board as a guide for when they enter the business world, and how important it is not to miss meetings and to come prepared. Her personal example and community spirit have taught them the value of giving back.

CONGRATULATIONS also to Damaris Miranda, Solid Waste Customer Service Rep., on being selected for Employee of the Quarter, 3rd Quarter 2010/2011. Damaris has organized and successfully carried out a clothing collection for those in need. She participated in the *Students Reach Out Food* collection in Deltona, sorting and shelving an unbelievable amount of food received (her family also has helped at these events). She has served her church as a Sunday School teacher for years, works with teens in the community, teaches in an after school

CITY MANAGER'S OFFICE

2345 Providence Boulevard, Deltona, Florida 32725

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

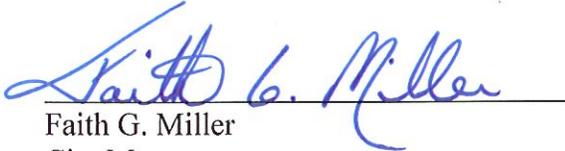
Webpage: www.Deltonafl.gov

program one evening per week, and still has found time to volunteer at many City events including Spooktacular and the Christmas Parade.

We offer employees who are selected as Employee of the Quarter winners the opportunity to be formally recognized at a City Commission meeting or at a departmental level meeting, and both of these individuals have chosen the departmental level meeting.

Ongoing/Upcoming Events:

- **West Volusia Summit** – Saturday, July 16th, 8:30 a.m. – breakfast, 9:00 a.m. – meeting starts, Commission Chambers
- **Regular City Commission Meeting** – Monday, July 18th, 6:30 p.m., Commission Chambers
- **City Commission Workshop Meeting** – Tuesday, July 26th, 4:30 p.m., 2nd Flr. Conference Room
- **Farmer's Market** – Every Saturday, 1649 Providence Blvd., 9:00 a.m. – 2:00 p.m.



Faith G. Miller
City Manager

SHIP PROGRAM ALLOCATION		
FY 2011/2012		
COUNTY / CDBG CITIES	TOTAL COUNTY ALLOCATION	COUNTY SHARE / CITY SHARE
ALACHUA	381,367	184,162
Gainesville		197,205
BAKER	350,000	350,000
BAY	350,000	273,840
Panama City		76,160
BRADFORD	350,000	350,000
BREVARD	577,679	324,309
Cocoa		17,215
Melbourne		81,568
Palm Bay		107,622
Titusville		46,965
BROWARD	1,360,510	291,422
Coconut Creek		37,414
Coral Springs		98,909
Davie		70,610
Deerfield Beach		57,005
Ft. Lauderdale		139,452
Hollywood		110,609
Lauderhill		50,203
Margate		41,496
Miramar		87,753
Pembroke Pines		117,004
Plantation		66,529
Pompano Beach		76,733
Sunrise		69,250
Tamarac		46,121
CALHOUN	350,000	350,000
CHARLOTTE	350,000	314,160
Punta Gorda		35,840
CITRUS	350,000	350,000
CLAY	350,000	350,000

SHIP PROGRAM ALLOCATION

FY 2011/2012

COUNTY / CDBG CITIES	TOTAL COUNTY ALLOCATION	COUNTY SHARE / CITY SHARE
COLLIER Naples	430,987	403,533 27,454
COLUMBIA	350,000	350,000
DE SOTO	350,000	350,000
DIXIE	350,000	350,000
DUVAL	803,821	803,821
ESCAMBIA Pensacola	417,864	344,905 72,959
FLAGLER Palm Coast	350,000	76,860 273,140
FRANKLIN	350,000	350,000
GADSDEN	350,000	350,000
GILCHRIST	350,000	350,000
GLADES	350,000	350,000
GULF	350,000	350,000
HAMILTON	350,000	350,000
HARDEE	350,000	350,000
HENDRY	350,000	350,000
HERNANDO	350,000	350,000
HIGHLANDS	350,000	350,000
HILLSBOROUGH Tampa	1,001,924	716,175 285,749
HOLMES	350,000	350,000
INDIAN RIVER	350,000	350,000
JACKSON	350,000	350,000
JEFFERSON	350,000	350,000
LAFAYETTE	350,000	350,000
LAKE	408,531	408,531
LEE Cape Coral Ft. Myers	615,967	382,207 165,326 68,434

SHIP PROGRAM ALLOCATION

FY 2011/2012

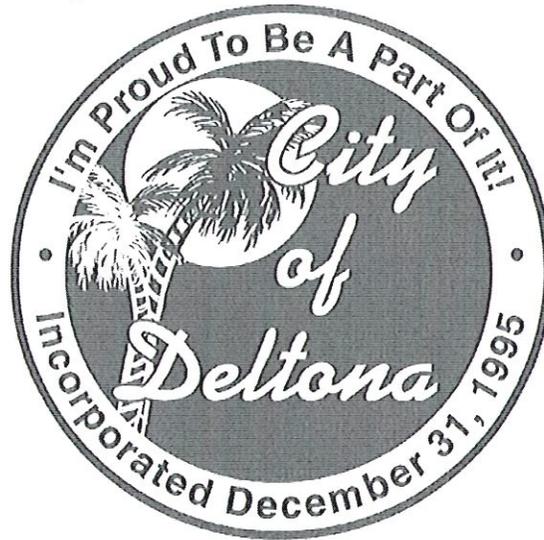
COUNTY / CDBG CITIES	TOTAL COUNTY ALLOCATION	COUNTY SHARE / CITY SHARE
LEON	393,616	137,372
Tallahassee		256,244
LEVY	350,000	350,000
LIBERTY	350,000	350,000
MADISON	350,000	350,000
MANATEE	422,988	351,630
Bradenton		71,358
MARION	430,112	359,574
Ocala		70,538
MARTIN	350,000	350,000
MIAMI-DADE	1,149,306	728,085
Hialeah		104,817
Miami		195,957
Miami Beach		42,524
Miami Gardens		50,914
North Miami		27,009
MONROE	350,000	350,000
NASSAU	350,000	350,000
OKALOOSA	351,374	314,761
Ft. Walton Bch.		36,613
OKEECHOBEE	350,000	350,000
ORANGE	940,265	742,809
Orlando		197,456
OSCEOLA	394,491	306,914
Kissimmee		87,577
PALM BEACH	1,055,585	794,222
Boca Raton		69,141
Boynton Beach		55,418
Delray Beach		52,674
West Palm Beach		84,130
PASCO	502,438	502,438

SHIP PROGRAM ALLOCATION

FY 2011/2012

COUNTY / CDBG CITIES	TOTAL COUNTY ALLOCATION	COUNTY SHARE / CITY SHARE
PINELLAS	821,194	439,585
Clearwater		96,983
Largo		66,599
St. Petersburg		218,027
POLK	596,385	465,061
Lakeland		95,899
Winter Haven		35,425
PUTNAM	350,000	350,000
ST. JOHNS	350,000	350,000
ST. LUCIE	391,825	103,834
Ft. Pierce		63,358
Port St. Lucie		224,633
SANTA ROSA	350,000	350,000
SARASOTA	467,941	404,207
Sarasota		63,734
SEMINOLE	489,314	489,314
SUMTER	350,000	350,000
SUWANNEE	350,000	350,000
TAYLOR	350,000	350,000
UNION	350,000	350,000
VOLUSIA	544,516	383,992
Daytona Beach		69,535
Deltona		90,989
WAKULLA	350,000	350,000
WALTON	350,000	350,000
WASHINGTON	350,000	350,000
Total	30,000,000	30,000,000

**City Manager
City of Deltona, Florida**



**Financial Reports
May 31, 2011**

(Unaudited - Not GAAP Compliant)

City of Deltona Florida
Balance Sheets
Governmental Funds
As of May 31, 2011

	General Fund	Solid Waste Fund	Stormwater Utility Fund	State Housing Initiatives Partnership	Transportation Fund	Non Major Governmental Funds	Total Governmental Funds
Assets							
Cash and Investments	\$ 17,621,654	1,950,521	7,089,331	294,814	\$ 8,117,318	\$ 3,083,205	\$ 38,156,843
Cash with fiscal agent	-	-	-	-	121,610	-	121,610
Receivables (Net)	1,617,993	-	-	-	-	-	1,617,993
Due from Other Funds	17,901	-	-	-	-	-	17,901
Due from Other Governments	1,084,679	-	-	-	336,022	365,012	1,785,713
Prepaid Items	-	-	-	-	-	-	-
Debt Service Reserve	-	-	-	-	1,052,585	-	1,052,585
Bond Sinking Fund	-	-	-	-	-	-	-
Total Assets	<u>20,342,227</u>	<u>1,950,521</u>	<u>7,089,331</u>	<u>294,814</u>	<u>9,627,535</u>	<u>3,448,217</u>	<u>42,752,645</u>
Liabilities and Fund Balances							
Liabilities							
Accounts Payable	100,400	1,660	201,273	279	11,452	133,085	448,149
Accrued Liabilities	525,802	-	-	-	2,496	-	528,298
Contracts/Retainage Payable	1,250	-	-	-	13,122	-	14,372
Due to Other Governments	-	-	-	-	-	-	-
Due to Other Funds	-	-	-	-	-	-	-
Deposits	39,662	-	-	-	-	-	39,662
Deferred Revenues	-	-	-	294,535	-	-	294,535
Total Liabilities	<u>667,114</u>	<u>1,660</u>	<u>201,273</u>	<u>294,814</u>	<u>27,070</u>	<u>133,085</u>	<u>1,325,016</u>
Fund Balances							
Restricted:							
Capital Outlay	-	-	-	-	-	11,718	11,718
Transportation	-	-	-	-	9,006,065	-	9,006,065
Physical Environment	-	1,948,861	6,888,058	-	-	-	8,836,919
Debt Service	-	-	-	-	594,400	-	594,400
Miscellaneous	(68,101)	-	-	-	-	-	(68,101)
Reserved:							
Strategic/Contingency Reserve	6,000,000	-	-	-	-	-	6,000,000
Capital Outlay	2,428,979	-	-	-	-	2,740,414	5,169,393
Physical Environment	-	-	-	-	-	-	-
Unreserved:							
General Fund	11,314,234	-	-	-	-	-	11,314,234
Special Revenue Funds	-	-	-	-	-	563,000	563,000
Total Fund Balances	<u>19,675,112</u>	<u>1,948,861</u>	<u>6,888,058</u>	<u>-</u>	<u>9,600,465</u>	<u>3,315,132</u>	<u>41,427,628</u>
Total Liabilities and Fund Balances	<u>\$ 20,342,227</u>	<u>\$ 1,950,521</u>	<u>\$ 7,089,331</u>	<u>\$ 294,814</u>	<u>\$ 9,627,535</u>	<u>\$ 3,448,217</u>	<u>\$ 42,752,645</u>

For Internal Management Use Only.
Unaudited

City of Dektona Florida
 Statement of Revenues, Expenditures and Changes in Fund Balances
 Governmental Funds
 Eight Months Ended May 31, 2011

	Governmental Funds						Non Major Governmental Funds	Total Governmental Funds	Annual Budget	%
	General Fund	Solid Waste Fund	Stormwater Utility Fund	State Housing Initiatives Partnership	Transportation Fund					
Revenues										
Property Taxes	\$ 11,053,258	-	-	-	-	-	\$ 11,053,258	\$ 11,595,000	95.3%	
Franchise Fees	2,477,518	-	-	-	-	-	2,477,518	4,272,000	58.0%	
Public Service Tax	4,993,567	-	-	-	-	-	4,993,567	7,399,000	67.5%	
State Revenue Sharing	1,267,684	-	-	-	-	-	1,267,684	2,203,000	57.5%	
Intergovernmental	4,699,488	-	316,009	357,756	1,366,825	515,302	7,255,380	15,046,106	48.2%	
Charges for Services	877,981	4,111,342	2,767,848	-	-	120,732	7,877,903	8,755,808	90.0%	
Fines and Forfeitures	167,238	-	-	-	-	-	167,238	257,000	65.1%	
Fees	-	-	-	-	-	-	-	256,000	23.9%	
Interest Income	56,046	1,445	9,974	1,198	9,930	13,284	91,877	187,200	49.1%	
Miscellaneous	244,088	-	3,572	-	-	-	247,660	430,500	57.3%	
Total Revenues	25,836,668	4,112,787	3,097,403	358,954	1,376,755	705,834	35,488,401	50,381,614	70.4%	
Expenditures										
Current:										
General Government	4,630,447	-	-	-	-	33,749	4,664,196	7,481,400	62.3%	
Public Safety	12,559,545	-	-	-	-	-	12,559,545	18,292,800	67.6%	
Transportation	1,092,470	-	-	-	232,057	89,002	1,413,529	2,782,400	50.8%	
Culture/Recreation	1,204,908	-	-	-	-	-	1,204,908	2,072,500	58.1%	
Economic Environment	2,197,439	-	-	358,954	-	52,012	2,608,405	5,569,110	46.8%	
Physical Environment	-	2,459,073	1,263,565	-	-	2,807	3,725,445	6,338,200	58.9%	
Capital Outlay	657,143	-	1,774,184	-	-	1,993,570	3,708,955	19,294,107	29.6%	
Total Expenditures	22,141,952	2,459,073	3,037,749	358,954	1,516,115	2,171,140	31,684,983	61,820,517	51.3%	
Excess (Deficiency) of Revenues Over Expenditures	3,694,716	1,653,714	59,654	-	(139,360)	(1,465,306)	3,803,418	(11,438,903)		
Before Other Financing Sources (Uses)										
Other Financing Sources (Uses)										
Transfers from Other Funds	-	-	-	-	1,794,390	12,957	1,807,347	1,883,400		
Debt Proceeds	-	-	-	(525,155)	(972,250)	-	(1,497,405)	(1,983,530)		
Debt Service	(1,758,400)	-	-	-	-	(48,947)	(1,807,347)	(1,783,400)		
Transfers to Other Funds	(1,758,400)	-	(525,155)	-	822,140	(35,990)	(1,497,405)	(1,883,530)		
Total Other Financing Sources (Uses)	1,936,316	1,653,714	(465,501)	-	682,780	(1,501,296)	2,306,014	(13,322,433)		
Net Change in Fund Balances	17,738,795	295,146	7,353,538	-	8,917,686	4,816,429	39,121,614	39,121,614		
Fund Balances, Beginning of Year	19,675,111	1,948,860	6,888,057	-	9,600,466	3,315,133	41,427,628	25,799,181		
Fund Balances, End of Period										

For Internal Management Use Only.
 Unaudited

Deltona Water
Statement of Revenues, Expenses and Change in Net Assets
Eight Months Ended May 31, 2011

	Business-Type Activities Water and Sewer Utility Fund	Annual Budget	Variance Over (Under)
Operating Revenues			
Charges for Services - Water	\$ 6,527,502	\$ 9,888,300	66.0%
Charges for Services - Waste Water	3,987,467	5,644,600	70.6%
Connection Fees	166,520	267,000	62.4%
Other Miscellaneous Revenues	529,947	689,100	76.9%
Total Operating Revenues	<u>11,211,436</u>	<u>16,489,000</u>	<u>68.0%</u>
Operating Expenses			
Personal Services	2,152,495	3,757,600	57.3%
Operating Expenses	2,265,654	4,576,900	49.5%
Professional Services	24,823	82,000	30.3%
Depreciation (Note 1)	2,224,791	3,361,600	66.2%
Insurance	100,118	230,000	43.5%
Bad Debts	-	-	0.0%
Total Operating Expenses	<u>(6,767,881)</u>	<u>(12,008,100)</u>	<u>56.4%</u>
Operating Income	<u>4,443,555</u>	<u>4,480,900</u>	<u>99.2%</u>
Nonoperating Revenues (Expenses)			
Interest Earnings	41,198	300,800	13.7%
Impact Fees - Water	10,797	-	0.0%
Impact Fees - Waste Water	10,948	-	0.0%
Debt Proceeds	-	8,580,722	0.0%
Federal Grant	-	-	0.0%
State Grant	-	-	0.0%
Interest Expense and Issue Cost Amortization (Paid April 1 & Oct 1)	(2,522,922)	(3,777,813)	66.8%
Net Nonoperating Revenues (Expenses)	<u>(2,459,979)</u>	<u>5,103,709</u>	<u>-48.2%</u>
Income Before Operating Transfers	<u>1,983,576</u>	<u>9,584,609</u>	<u>20.7%</u>
Operating Transfers			
From Other Funds	-	-	
To Other Funds	-	-	
Total Operating Transfers	<u>-</u>	<u>-</u>	
Excess of Revenues over Expenses	<u>\$ 1,983,576</u>	<u>\$ 9,584,609</u>	

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

Note 2: Capital Outlay \$ (1,283,182) \$ (15,449,131)

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

For Internal Management Use Only.

Unaudited

City of Deltona Florida
Balance Sheets
Non Major Governmental Funds
As of May 31, 2011

		Special Revenue Funds											
		Fire/Rescue Service Impact Fees	Law Enforcement Impact Fees	Park Impact Fees	Community Development Block Grant	Tree Replacement Fund	Transportation Impact Fee Fund	Capital Projects - Municipal Complex(s)	Capital Projects - Park Projects Fund			Total	
Assets													
Cash and Investments	\$ 59,778	\$ -	\$ 7,046	\$ 4,672	\$ (57,904)	\$ 503,222	\$ -	\$ 2,628,851	\$ (62,460)	\$ 3,083,205			
Receivables	-	-	-	-	58,618	-	-	-	-	306,394		365,012	
Due from Other Governments	-	-	-	-	-	-	-	-	-	-		-	
Total Assets	59,778	-	7,046	4,672	714	503,222	-	2,628,851	243,934	3,448,217			
Liabilities and Fund Balances													
Liabilities													
Accounts Payable	-	-	-	-	714	-	-	132,371	-	133,085			
Accrued Liabilities	-	-	-	-	-	-	-	-	-	-		-	
Contracts/Retainage Payable	-	-	-	-	-	-	-	-	-	-		-	
Due to Other Funds	-	-	-	-	-	-	-	-	-	-		-	
Deferred Revenues	-	-	-	-	-	-	-	-	-	-		-	
Total Liabilities	-	-	-	-	714	-	-	132,371	-	133,085			
Fund Balances													
Restricted:													
Capital Outlay	-	-	7,046	4,672	-	-	-	-	-	11,718			
Transportation	-	-	-	-	-	-	-	-	-	-		-	
Physical Environment	-	-	-	-	-	-	-	-	-	-		-	
Debt Service	-	-	-	-	-	-	-	-	-	-		-	
Miscellaneous	-	-	-	-	-	-	-	-	-	-		-	
Reserved:													
Strategic Reserve	-	-	-	-	-	-	-	-	-	-		-	
Contingency Reserve	-	-	-	-	-	-	-	-	-	-		-	
Capital Outlay	-	-	-	-	-	-	-	2,496,480	243,934	2,740,414			
Physical Environment	-	-	-	-	-	-	-	-	-	-		-	
Unreserved:													
General Fund	-	-	-	-	-	-	-	-	-	-		-	
Special Revenue Funds	59,778	-	-	-	-	503,222	-	-	-	563,000			
Total Fund Balances	59,778	-	7,046	4,672	-	503,222	-	2,496,480	243,934	3,315,132			
Total Liabilities and Fund Balances	59,778	-	7,046	4,672	714	503,222	-	2,628,851	243,934	3,448,217			

For Internal Management Use Only.
Unaudited

City of Deltona Florida
Statement of Revenues, Expenditures and Changes in Fund Balances
Non Major Governmental Funds
Eight Months Ended May 31, 2011

	Special Revenue Funds										Total
	Streetlighting Districts 106	Fire/Rescue Service Impact Fees 103	Law Enforcement Impact Fees 112	Park Impact Fees 108	Community Development Block Grant 105	Tree Replacement Fund 110	Transportation Impact Fee Fund 119	Capital Projects - Municipal Complex(s) 301	Capital Projects - Park Projects 302		
Revenues											
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ 193,396	\$ -	\$ -	\$ -	\$ -	\$ 321,906	\$ 515,302
Charges for Services	120,732	-	-	-	-	-	-	-	-	-	120,732
Impact Fees	-	4,557	2,471	4,669	-	429	44,390	-	-	-	56,516
Interest Income	48	-	8	4	-	1,339	-	10,828	1,057	-	13,284
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	<u>120,780</u>	<u>4,557</u>	<u>2,479</u>	<u>4,673</u>	<u>193,396</u>	<u>1,768</u>	<u>44,390</u>	<u>10,828</u>	<u>322,963</u>	<u>705,834</u>	
Expenditures											
Current:											
General Government and Administration	-	-	-	-	33,749	-	-	-	-	-	33,749
Physical Environment	-	-	-	-	-	2,807	-	-	-	-	2,807
Economic Environment	-	-	-	-	52,012	-	-	-	-	-	52,012
Transportation	89,002	-	-	-	-	-	-	-	-	-	89,002
Capital Outlay	-	-	-	-	107,635	-	-	-	-	-	107,635
(Total Expenditures)	<u>(89,002)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(193,396)</u>	<u>(2,807)</u>	<u>-</u>	<u>1,429,711</u>	<u>(456,224)</u>	<u>1,993,570</u>	
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>31,778</u>	<u>4,557</u>	<u>2,479</u>	<u>4,673</u>	<u>-</u>	<u>(1,039)</u>	<u>44,390</u>	<u>(1,418,883)</u>	<u>(133,261)</u>	<u>(1,465,306)</u>	
Other Financing Sources (Uses)											
Transfers from Other Funds	-	-	-	-	-	-	-	12,957	-	-	12,957
Transfers to Other Funds	-	(4,557)	-	-	-	-	(44,390)	-	-	-	(48,947)
Total Other Financing (Uses) Sources	<u>-</u>	<u>(4,557)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(44,390)</u>	<u>12,957</u>	<u>-</u>	<u>(35,990)</u>	
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	<u>31,778</u>	<u>-</u>	<u>2,479</u>	<u>4,673</u>	<u>-</u>	<u>(1,039)</u>	<u>-</u>	<u>(1,405,926)</u>	<u>(133,261)</u>	<u>(1,501,296)</u>	
Fund Balances, Beginning of Year	<u>28,000</u>	<u>-</u>	<u>4,567</u>	<u>-</u>	<u>-</u>	<u>504,261</u>	<u>-</u>	<u>3,902,406</u>	<u>377,195</u>	<u>4,816,429</u>	
Fund Balances, End of Year	<u>\$ 59,778</u>	<u>\$ -</u>	<u>\$ 7,046</u>	<u>\$ 4,673</u>	<u>\$ -</u>	<u>\$ 503,222</u>	<u>\$ -</u>	<u>\$ 2,496,480</u>	<u>\$ 243,934</u>	<u>\$ 3,315,133</u>	

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 Unaudited

City of Daytona Florida
Balance Sheets
General Fund Sub Schedule
As of May 31, 2011

	000 Pooled Cash Fund	001 General Fund	107 Sidewalk Fund	111 Environmental Improvements Trust fund	159 Misc Grants Fund	115 NSP Grant	116 NSP3 Fund	501 Capital Equipment Fund	Eliminations	Total General Fund
Assets										
Cash and Investments	\$ 40,156,699	\$ 15,299,584	\$ -	\$ 37,818	\$ (104,059)	\$ (40,059)	\$ (609)	\$ 2,428,979	(40,156,699)	\$ 17,621,654
Receivables (Net)	-	1,576,490	-	-	-	41,503	-	-	-	1,617,993
Due from Other Funds	-	17,901	-	-	-	-	-	-	-	17,901
Due from Other Governments	-	1,084,679	-	-	-	-	-	-	-	1,084,679
Prepaid Items	-	-	-	-	-	-	-	-	-	-
Total Assets	<u>40,156,699</u>	<u>17,978,654</u>	<u>-</u>	<u>37,818</u>	<u>(104,059)</u>	<u>1,444</u>	<u>(609)</u>	<u>2,428,979</u>	<u>-</u>	<u>20,342,227</u>
Liabilities and Fund Balances										
Liabilities										
Accounts Payable	-	99,927	-	-	-	473	-	-	-	100,400
Accrued Liabilities	-	524,831	-	-	-	971	-	-	-	525,802
Contracts/Retainage Payable	-	-	-	-	1,250	-	-	-	-	1,250
Due to Other Governments	-	-	-	-	-	-	-	-	-	-
Due to Other Funds	40,156,699	-	-	-	-	-	-	-	(40,156,699)	-
Deposits	-	39,662	-	-	-	-	-	-	-	39,662
Deferred Revenues	-	-	-	-	-	-	-	-	-	-
Total Liabilities	<u>40,156,699</u>	<u>664,420</u>	<u>-</u>	<u>-</u>	<u>1,250</u>	<u>1,444</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>667,114</u>
Fund Balances										
Restricted:										
Capital Outlay	-	-	-	-	-	-	-	-	-	-
Transportation	-	-	-	-	-	-	-	-	-	-
Physical Environment	-	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	37,818	(105,309)	(0)	(609)	-	-	(68,101)
Reserve:										
Strategic Reserve	-	5,000,000	-	-	-	-	-	-	-	5,000,000
Contingency Reserve	-	1,000,000	-	-	-	-	-	-	-	1,000,000
Capital Outlay	-	-	-	-	-	-	-	2,428,979	-	2,428,979
Physical Environment	-	-	-	-	-	-	-	-	-	-
Unreserved:										
General Fund	-	11,314,234	-	-	-	-	-	-	-	11,314,234
Special Revenue Funds	-	-	-	-	-	-	-	-	-	-
Total Fund Balances	<u>-</u>	<u>17,314,234</u>	<u>-</u>	<u>37,818</u>	<u>(105,309)</u>	<u>(0)</u>	<u>(609)</u>	<u>2,428,979</u>	<u>-</u>	<u>19,675,112</u>
Total Liabilities and Fund Balances	<u>\$ 40,156,699</u>	<u>\$ 17,978,654</u>	<u>\$ -</u>	<u>\$ 37,818</u>	<u>\$ (104,059)</u>	<u>\$ 1,444</u>	<u>\$ (609)</u>	<u>\$ 2,428,979</u>	<u>\$ -</u>	<u>\$ 20,342,227</u>

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Unaudited

City of Deltona Florida
Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund Sub Schedule
Eight Months Ended May 31, 2011

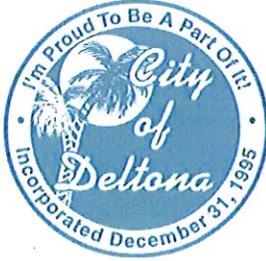
	001	107	111	159	115	116	501	502	Eliminations	Total
	General	Sidewalk	Environmental	Misc	NSP	NSP 3 Grant	Capital	Capital		General
	Fund	Fund	Trust fund	Grants	Fund	Grant	Equipment	Equipment		Fund
Revenues										
Property Taxes	\$ 11,053,258	-	-	-	-	-	-	-	-	\$ 11,053,258
Franchise Fees	2,477,518	-	-	-	-	-	-	-	-	2,477,518
Public Service Tax	4,993,367	-	-	-	-	-	-	-	-	4,993,367
State Revenue Sharing	1,267,684	-	-	-	-	-	-	-	-	1,267,684
Intergovernmental	2,330,059	-	-	140,129	2,229,300	-	-	-	-	4,699,488
Charges for Services	877,981	-	-	-	-	-	-	-	-	877,981
Fines and Forfeitures	167,238	-	-	-	-	-	-	-	-	167,238
Fees	-	-	-	-	-	-	-	-	-	-
Interest Income	50,838	-	68	-	-	-	5,140	-	-	56,046
Miscellaneous	244,088	-	-	-	-	-	-	-	-	244,088
Total Revenues	23,462,031	-	68	140,129	2,229,300	-	5,140	-	-	25,836,668
Expenditures										
Current:										
General Government	4,588,699	-	-	-	41,748	-	-	-	-	4,630,447
Public Safety	12,359,545	-	-	-	-	-	-	-	-	12,359,545
Transportation	1,092,470	-	-	-	-	-	-	-	-	1,092,470
Culture/Recreation	1,204,908	-	-	9,278	2,187,552	609	-	-	-	1,204,908
Economic Environment	-	-	-	-	-	-	-	-	-	-
Physical Environment	-	-	-	-	-	-	-	-	-	-
Capital Outlay	276,074	-	-	237,431	-	-	143,638	-	-	657,143
(Total Expenditures)	(19,521,696)	-	-	(246,709)	(2,229,300)	(609)	(143,638)	-	-	(22,141,952)
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,940,335	-	68	(106,580)	-	(609)	(138,498)	-	-	3,694,716
Other Financing Sources (Uses)										
Transfers in	-	-	-	-	-	-	700,000	-	(700,000)	-
Transfers out	(2,458,400)	-	-	-	-	-	-	-	700,000	(1,758,400)
Total Other Financing (Uses) Sources	(2,458,400)	-	-	-	-	-	700,000	-	(700,000)	(1,758,400)
Net Change in Fund Balances	1,481,935	-	68	(106,580)	-	(609)	561,502	-	-	1,936,316
Fund Balances, Beginning of Year	15,832,298	-	37,750	1,270	-	-	1,867,477	-	-	17,738,795
Fund Balances, End of Year	\$ 17,314,233	\$ -	\$ 37,818	\$ (105,310)	\$ -	\$ (609)	\$ 2,428,979	\$ -	\$ -	\$ 19,675,111

For Internal Management Use Only.
Unaudited

City of Deltona Florida
 All Governmental Funds
 Fund Balances
 As of May 31, 2011

Fund Name	MUNIS Fund Balance	Debt	Adjusted Fund Balance	Restricted						Reserved			Physical Environment	Unreserved
				Capital	Transportation	Physical Environment	Debt Service	Misc	Strategic Reserve	Contingency Reserve	Capital			
General Fund	\$ 17,314,234		\$ 17,314,234							\$ 5,000,000	\$ 1,000,000			\$ 11,314,234
Stormwater Fees Fund	6,888,058		6,888,058			6,888,058								
Solid Waste Fund	1,948,861		1,948,861			1,948,861								
Fire Impact Fees Fund	-		-			-								
SHIP	-		-			-								
CDBG	-		-			-								
Streetlighting Districts Fund	59,778		59,778			-								59,778
Sidewalk Fund	-		-			-								
Park Impact Fees Fund	4,672		4,672	4,672		-								
Transportation Fund	9,600,465		9,600,465		9,006,065		594,400							
Tree Removal Impact Fees	503,222		503,222											503,222
Environmental Improvements Trust Fund	37,818		37,818					37,818						
Law Enforcement Impact Fees Fund	7,046		7,046	7,046										
Misc Grants Fund	(105,309)		(105,309)					(105,309)						
NSP GRANT	(0)		(0)					(0)						
NSP3 GRANT	(609)		(609)					(609)						
Municipal Complex Fund	2,496,480		2,496,480									2,496,480		
Park Projects Fund	243,934		243,934									243,934		
Capital Equipment Fund Replace	2,428,979		2,428,979									2,428,979		
Capital Equipment Fund New	-		-											
Pooled Cash Fund	\$ 41,427,628		\$ 41,427,628	\$ 11,718	\$ 9,006,065	\$ 8,836,919	\$ 594,400	\$ (68,101)	\$ 5,000,000	\$ 1,000,000	\$ 5,169,393			\$ 11,877,234

For Internal Management Use Only.
 Unaudited



CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Deltona City Commission
From: Faith G. Miller, City Manager
Subject: Weekly Courtesy Report
Date: July 15, 2011

CITY MANAGER'S OFFICE thru 7/13/2011

Communication:

- Photographed and assisted with a ribbon cutting for a pediatric practice opening in Deltona.
- Met with the Business Development Administrator to discuss media coverage of ribbon cuttings and ground breakings.
- Designing general information bus shelter advertisement prototypes.
- Taped for later broadcast the July 11th Commission Workshop, and broadcast live the July 11th Special Commission Meeting.
- Working to promote the Senior Celebration Breakfast, the upcoming Out & About Trip and the August Concert & Cruise-In featuring Caribbean Crew.
- Working with Deltona Fire and West Volusia Chamber, regarding promotion of, and securing talent for, Hurricane Expo for July 26th.
- Created new program schedule for DeltonaTV for the week of July 10th.
- Updated programs from UCF and White House Chronicle for DeltonaTV.
- Working with Deltona Fire on AM Station Tower issue.

Media Relations:

- Provided Ludi Lelis of the Orlando Sentinel with information regarding the four millage/rollback scenarios presented by staff to the Commission.
- Provided Ludi Lelis of the Orlando Sentinel with feature information regarding the NSP updates.
- Provided Al Everson of the DeLand Beacon with information regarding the 2011-12 Budget Book.
- Provided Al Everson of the DeLand Beacon with a photo of Dave Denny.
- Provided Mark Harper of the News Journal with contact information for a tour of Station 65.
- Coordinated with Kathleen Rasche of the News Journal with information to get photos at City Hall for Shuttle Launch.

Press Releases:

- Senior Celebration Breakfast

Business Development:

- Met with Junior Centeno of Centeno Automotive to discuss the lot on Howland he's interested in; discussed need to have a Scrub Jay Study done prior to purchase since the property is in a Scrub Jay habitat area.
- Met with Nick Conte, Executive Director of Deland Area Chamber of Commerce, regarding the initiative on having an Economic Development Summit hosted by the area Chambers of Commerce.

- As Staff Liaison, attended the Deltona Economic Development Advisory Board meeting held at Deltona City Hall.
- Attended the meeting of the West Volusia Regional Chamber of Commerce at the Gateway Center in Debary.
- Attended the Lohman’s Funeral Home “Pre-Development Meeting”. This meeting allows the owner and contractors to meet the City officials pertinent to the project and to discuss procedures on inspections, permitting, etc. Attended a meeting of the HCP/ITP (Scrub Jay Mitigation) Team. Meeting was attended by representatives of the City of Deltona, Volusia County, the US Fish & Wildlife Service, and the Audubon Society. Purpose of meeting(s) is to formulate a plan, detailing “partners participating”, time for implementation, and cost of implementation in a Scrub Jay mitigation plan.
- Attended meeting with Deputy City Manager, Jonathan Greene of Primax Properties (representing Tractor Supply Company), and Albert Pell, Deltona landowner. Purpose of meeting was to answer questions on utilities in a study area.
- Attended meeting with the West Volusia Economic Gardening Team regarding an incubator for West Volusia and a Cluster Analysis Study for Volusia County.
- Attended meeting regarding Paul Scarpello’s letter asking whether the City of Deltona might consider City-owned property as surplus and selling that property for commercial purposes.
- Met with Steve Moore regarding AAU Flag Football Tournament, DuPont Lakes Parks, etc.
- Met with Doctor H. Garten, who is considering starting a consulting firm in Deltona. Reviewed past history and recent developments with the City of Deltona.
- Met with Howard Lee of Tower Realty Partners, Inc. regarding his connections and background in medical real estate development; discussed locations and plans for medical facility pods in Deltona.
- Met with Titus Carter, Real Estate investor, who is interested in putting together commercial area residential lots and utilizing them for commercial development.

BUILDING & ZONING SERVICES thru 7/7/11

Building Permits issued for the week.....	51
Valuation of work permitted for the week.....	\$1,659,955.36
Inspections completed for the week	141
Total Permits issued for Fiscal Year 10/11	2,462
Valuation of work permitted for the year 10/11	\$26,723,193.72

Permits Issued

A/C change out	6
Addition.....	1
Building Commercial	1
Building Residential	2
Door replacement	3
Electrical.....	3
Fence	5
Glass room.....	2
Interior renovation.....	1
Interior repair.....	1
Pool in ground	1

Reroof	10
Screen Enclosure	1
Shed I.....	2
Water heater replacement	4
Window replacement.....	8
<u>Total</u>	<u>51</u>

CITY CLERK'S OFFICE thru 7/8/11

Department Staff:

2nd Floor HR/CC Walk-In Customers	79	
2nd Floor calls Answered.....	24	
Packages Picked Up	2	
Packages Received	23	
A/P Invoices Opened.....	102	
Newspapers	16	(7 hours)
Public Records Requests Received	3	
Public Record Request Amount Received	\$3.17	
Documents imaged, pages.....	687	
Large scale drawings imaged, pages	139	

ENFORCEMENT SERVICES DEPARTMENT thru 7/8/2011

Requests for services this week	300	
Animals impounded at the humane societies	46	
Citation warnings issued	18	
Courtesy notices	129	
Abatement notices	31	
Citations issued	0	
Code Enforcement telephone calls	128	
Solid Waste calls	132	
Citizen walk in requests for Code Enforcement assistance	20	
Citizen walk in requests for Solid Waste assistance	11	
Properties requiring grass to be cut by contractors	10	(at a cost of \$350.00)
Certified mailings sent out	46	(at a cost of \$257.14)
Money collected for Animal tags, liens and return to owners	\$33,173.00	
Foreclosures last week:		
Deltona	10	
Volusia County	48	
Total	58	

FINANCE DEPARTMENT thru 7/14/2011

- Prepared for / attended Commission workshop for Parks & Rec and Fire Department FY11/12 budget.
- Delivered preliminary rate resolutions for Solid Waste, Streetlights and Stormwater to Property Appraisers Office.
- Prepared for / attended Commission meeting to establish preliminary millage rate for FY11/12 budget.
- Delivered preliminary millage resolution to Property Appraisers Office.
- Preparing / reviewing Deltona Water 5 year CIP for FY11/12 budget.
- Reviewing fixed assets system for any untagged assets.
- Mail-out of approximately 3,800 Local Business Tax Receipt Renewal Notices for FY11/12.
- Bids for property located at 591 N. Firwood are due on July 14, 2011. Minimum bid on house is \$76,500. There were no attendees for the tour of the home. The sale was advertised and also posted on Demandstar.
- Completed June credit card processing.
- Updating Munis/Fixed Asset Module.

June 1 thru 30, 2011 Activity	Count
LBT	
Renewals	11
Residential Rentals	46
New Residential	24
New Residential Rentals	56
New Commercial	4
Non-Profits	0
Exempt/Issued	0
Walk-Ins:	129
Business Tax Revenue Collected	\$ 6,218.75
Fire Inspections Revenue Collected	\$ 2,390.00

FIRE DEPARTMENT thru 7/14/2011

Fire Chief:

- Working with West Volusia Chamber of Commerce on hosting a Hurricane Expo on July 26th at 6:00 p.m. in the Commission Chambers. Speakers will include representatives from local, State and Federal levels including Emergency Management, Small Business Administration and FEMA. The emphasis will be towards business preparedness but the information will be applicable to residents as well.
- Met with Human Resources Director regarding an employee issue.
- Attended a Post Incident Review of the July 4th event.
- Presented at the Commission Workshop on the FY 2011-12 Fire Department budget.
- Conducted updates with Operations personnel on budget, departmental reorganization and Contingency EMS transport.
- Met with other Fire Chiefs on Contingency EMS transport and recent issues surrounding the City of Edgewater's decision to transport a patient on a contingent basis.

EMS:

- Obtained and submitted demographic information to the State (after multiple phone calls to Fire House and the State).
- Protocol updated on Firenet.
- Placed several pediatric assignments on Target Safety.
- Assigned company level training on pediatrics to include review of pedi bags, meds, etc.
- Received blood tubes and needles but still waiting on Lab slips in order to start drawing blood for physicals. Email sent to Nick to make contact with Lifescan to get the rest of the materials needed for blood draws.
- Submitted monthly County report and State EMS reports.
- Paid for ASHI instructor update so instructors could teach utilizing the new 2010 guidelines.
- Working on getting CO monitors ready to go on LP 15's.

Training & Safety:

- Administered the Performance Objective Test for Fire Fighter Paylor.
- Reviewed the IAQ Report for the mold problem at Fire Station 63.
- Worked on Target Safety assignments.
- Reviewed and submitted Travel Form Requests from personnel.
- Researched articles from Firehouse magazine on Leadership in the Fire Service.
- Brainstorming on Incident Command with Seminole County Fire Rescue.
- Attended Volusia County Fire Chief's training committee.
- Attended the City of Deltona Safety Committee.

Information, Communications & Education:

- Monthly CERT Training; Disaster/Hurricane Preparedness
- Press Release; Repeal of Burn Ban

Fire Loss:

- One residential fire investigation 1833 Van Allen – accidental electrical.
- Burn ban lifted.
- 6 burn permits issued.
- Fire final inspection on Fire Station 65.
- Predevelopment meeting; issued site permit for 1681 Providence – Funeral home.
- Annual fire and school inspections continue.

Monthly Incident Statistics - June 2011:

Calls	636
Nulls	1
Total Calls	635
Mutual Aid Calls	Total
Mutual Aid Given	27
Mutual Received	14
Automatic Aid Given	4
Automatic Aid Received	4
	TOTAL CALLS
	49

Monthly Inspection Summary – Month of June 2011:

Annual Commercial Inspections	112
Occupational License-Commercial	16
Occupational License-Residential	25
DCF Inspections	17
Plans Reviews	20
Systems Inspections	0
Construction Inspections	13
C/O Inspections	9
Complaint Inspections	1
Special Inspections	0
Burn Permit Inspections	0
Consultation	55
Hydrants - Installation Inspection - Flow Test - Maintenance	23
Pre-plans	86
Quarterly Fire Station Inspections	1
School Fire Drills - Security Plan Review - School Annual Insp	11
City Facilities	9
Post Offices	2
	TOTAL INSPECTIONS
	400

Fire Investigations	3
Follow up Investigations	2
Juvenile Fire Setter Programs	0
Public Education Programs	2
Bio-Terrorism Calls	0

HUMAN RESOURCES DEPARTMENT thru 7/13/2011

- Performance Evaluations processed: 1
- Deltona JOBS Program Folders
 - 1st Floor lobby – (5) added
 - 2nd Floor lobby – (5) added
 - Total # of Deltona JOBS Program folders taken – (1006)
- Applications received:
 - (11) Parks Attendant
 - (39) Utility Customer Service Rep I
 - (4) Water Operator
 - (13) Utility Systems Tech
- Participated in interviews for: Public Works Technician position
- Processed (1) background check for: Public Works Tech
- Set up interviews for Utility Customer Service Rep I & Utility Systems Tech
- New hire orientation for: (1) Public Works Technician
- Separation processed including exit interview: (1) Robert Gray; Water Operator (resignation)
- Participated in 15 interviews with Parks & Recreation for Intermittent Parks Attendant position
- Coordinated scheduling for individual employee meetings with Nationwide representative
- Met with several Department Directors regarding personnel issues and coordination of personnel actions.
- FMLA requests – (1)

PARKS & RECREATION DEPARTMENT thru 7/8/11

Administration:

- Farmers Market: 4 vendors, 144 cars.
- Met with Bolton Wanderers English Premier Soccer team to discuss training at Dewey Boster Sports Complex.
- Presented Parks & Recreation FY2011/12 Budget to the Commission for discussion.
- Met with West Volusia Tourism Agency representative to discuss sports marketing and future events in Deltona.
- Conducted Parks & Recreation Intermittent Attendant interviews for vacant positions.

Facility Use Permits:

- | | | |
|------------------------------------|------------------|---------------------------|
| • Deltona Community Center | 2 permits issued | Weekly attendance – 938 |
| • Harris M. Saxon Community Center | 1 permit issued | Weekly attendance – 318 |
| • Wes Crile Park | 6 permits issued | Weekly attendance – 1,141 |
| • Skate Park | 5 new passes | Weekly attendance – 781 |

Special Events/Programs:

- Amphitheater:
 - Concert at the Amphitheater Saturday, August 13th.
- Dewey Boster Sports Complex:
 - The Orlando City Soccer Club continues training.

- The Bolton Wanderers of the English Premier League will complete training at the complex this weekend.
- Newcastle United's schedule of the English Premier League is under revision and no set dates have been scheduled for training at this time.
- Dupont Lakes:
 - Kids All American Fishing Derby has been postponed due to low water levels.
- Harris M. Saxon Community Center:
 - Zumba dance classes Mondays at 7:00 p.m.
 - Boys and Girls Club Summer Camp continues.
- Wes Crile Park:
 - DTA Summer Camp program continues.

City Leagues Currently Underway:

- Summer league continues.

Partner Leagues Currently Underway:

- West Volusia Youth Baseball All-Star and tournament practices continue.
- Deltona Little League All-Star and tournament practices continue.
- FBVA summer program continues.
- Adult 6V6 summer season continues.

Parks Maintenance:

- Mowed, edged and weed-eated the following Parks:
City Hall, Deltona Community Center, Keysville Dog Park, Lake Gleason and Veterans Memorial.
- Keysville Dog Park – Repaired drinking fountain in dog area and adjusted entrance gates.
- Tom Hoffman Park – Repaired broken skylight glass in restroom.

Parks Maintenance – Miscellaneous:

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

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

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

- Escorted Irvine Mechanical (air handler units and chiller down).
- Escorted Boyer Locksmith to repair door in Human Resources.
- Escorted West Volusia Fire around building to check fire extinguishers.
- Re-arranged office for new telecommunications personnel.

Sports Turf Maintenance:

- Normal routine maintenance at:
 - Dewey Boster Sports Complex.
 - Baseball and Pony League Fields.
 - Vann Park.
 - Dupont Lakes.
 - Wes Crile Park.
 - Repaired irrigation pipe at Vann Park.
- Sports Complex:
 - Repainted soccer fields and placed nets for Orlando City Soccer.
 - Set up soccer fields for Bolton Wanderers.

PLANNING & DEVELOPMENT SERVICES thru 7/14/2011

Executive Summary:

The Planning and Development Services Department focused on the monitoring of the CDBG program and scheduling monitoring visits with the subrecipients that are receiving CDBG funds from the City. The monitoring sessions will be documented for the files. The NSP program had one more closing this week to bring the total to 13 homes closed. Staff is revisiting the homes remaining for sale to determine if any additional efforts are needed to help sell each home. Two of the final three homes will be completed this month and placed on the MLS.

Planning:

The Planning Section has been working closely with Bowyer-Singleton to get all of the comments and issues identified on the Preliminary Plat for the Deltona Village site. The applicant wants to Final Plat the entire ±130.0 acres and staff wants to ensure that the platting effort is accurate. The newly proposed metal building Final Site Plan (FSP11-004) that is similar to the existing metal building at Dewey O. Boster Park is coming forward to the City Commission for review on August 1st. The building is proposed to be located directly adjacent to and west of the existing building.

Housing & Community Development:

The Community Development Section received word this week that it will be receiving \$90,989 in additional SHIP funding. The award is a surprise, since the City had heard that it would not receive additional funding, due to State budget constraints. Coupled with the remaining funds to spend of roughly \$185,000, staff proposes applying the funds to the area of greatest need at this time – owner occupied home repair. The roughly \$275,000 to spend can be applied to home repairs such as adding AC units, fixing septic systems, removing wood rot, replacing windows, roof leak issues, and repairing electrical matters for those that are in desperate need of the repairs, but cannot afford them. The proposed FY 2011-2012 budgets were updated with the Finance Department to reflect receipt of additional monies. Approximately \$175,000 can be applied to existing applicants within the program to-date.

PUBLIC WORKS thru 7/8/2011

Traffic Operations:

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

- Signs: Completed 2 sign repair work tickets throughout the City.
- Asphalt:
 - Completed (10) asphalt repair work tickets - 2 tons.
 - 412 Kettering – cut out and repaired 12’x 12’ section of road – 2 tons.
 - Public Works Depot – placed asphalt at entrance to back equipment area – 1 ½ tons.
- Message Boards:
 - Placed message boards for July 4th event at Saxon Blvd & Maximillian and Saxon Blvd & Renton.
 - Removed message boards from Saxon Blvd & Maximillian and Saxon & Renton.
- Misc:
 - Repaired three channels that were bent with three new ones at new fire station on Howland Blvd.
 - Dewey O. Boster Park – placed 60 cones at the entrance and placed cones and barricades on streets surrounding the park.
 - Shawsbury & Leyburn – placed two barricades around storm grate that had fallen in box.
 - Dewey O. Boster Park – assisted with directing traffic, removed all cones and barricades; turned off message boards.

Field Operations:

Weekly tasks include evaluating work orders called in by residents.

- Beautification:
 - Medians – Elkcarn Blvd; Normandy Blvd; Providence Blvd; Howland Blvd.
 - City Homes – 591 Firwood; 1049 Falcon; 1177 Hastings.
 - City Signs – Howland Blvd; Saxon Blvd.
 - Misc – N Normandy Blvd & Saxon Blvd – mowed city owned lot at the corner.
- Concrete: Sidewalks:
 - Repairs – Estace between Providence & Seagate – 77’x 8’x 4’.
 - New Sidewalk Installation – Caldera Ter – 302’; Maltby Dr – 983’; Loyalty Dr .
- Clam Truck:
 - Debris – 11
 - Trimming – 6
- Misc:
 - 1182 Ramble – evaluated a hole in row & placed barricades around area (informed storm water of pipe failure).
 - Began City wide trash route.

Fleet Maintenance Division:

- | | | |
|-------------------------------|--------|-------------|
| • Vehicles | PM – 5 | Repairs – 7 |
| • Equipment | PM – 2 | Repairs – 7 |
| • Road Calls | | 2 |
| • Parts Run/Vehicles Delivery | | 2 |

Stormwater Division:

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

- Construction Crew:
 - 1559 Cranbrook – cut driveways and mudded in box.
 - 1618 Horseshoe – filled in washout.
 - 1235 Seybold; 3040 Newmark – filled in washout and sodded.
 - 1114 Brickell – completed digging swales.
 - Glenhaven/Shallowford – dug pond and stock piled dirt.
- Drainage Area Maintenance (Aebi Mowing):
 - 6.6 acres mowed.
 - Ditches mowed – 1521 Ortega; 1952 Merrick; 1965 Alameda; 2023 Alameda; 2016 Dumas; 230 Embassy; 1263 Seybold; 1770 Amero; 1728 Bavon; 1961 Chapel; 738 Leeward; Norwood pump station; Evans pump station.
 - Ponds mowed – 675 Malaga; 201 Howland Blvd; Tallwood pond; Beechdale pond.
- Right of Way Mowing Crew:
 - 7.5 miles of right of way mowed.
 - Main roads mowed – Courtland Blvd.
 - Sectors mowed 27; 28; 29; 30; 31.
 - Alley mowed – 219; 570; 618; 632.
- Right of Way Litter Crew:
 - 297 gallons of litter removed.
 - Main roads – Elkcam Blvd; Courtland Blvd.
- Misc:
 - 994 Alladin Dr – repaired irrigation.
 - 3118 Newhope Dr – filled in washout.
 - City Wide – laid 3 pallets of sod.

UTILITIES thru 7/10/2011

Customer Service

July 2011	4	5	6	7	8	9	10	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
DW – Lockbox	X	1264	786	318	375	X	X	2743
Ebox	X	324	487	169	255	X	X	1235
Call Center Calls	X	718	626	501	412	X	X	2257
Walk-ins/Drop Box	X	546	350	225	250	X	X	1371
On-line Payments	108	175	185	149	179	93	87	973

Customers Disconnected for Non-Pay

July 2011	6	7	Total
	Wed	Thurs	
Cycle	8	1	
Total on Disconnect List	137	72	209
Off in error/DW error			
Off in error/Munis error			
Misapplied Payment			

Construction Log & Service Orders

July 2011	4	5	6	7	8	9	10	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
Water Service								
Meter Sets								
Reclaim Meters								
Fire Hydrant Installs								
Fire Hydrant Replacement								
Fire Hydrant Repair								
Replace Meter Box		5	2	4	1			12
Locates Received		12	8	11	2			33
Locates Completed		6	7	13	6			32
Main Leaks								
Service Leaks		2	1	1				4
Sewer Repairs								
Sewer Blockage		2	1	2	1			6
KV2 Valves		6						6
Service Replacements		4	2	1				7
Meter Change Outs		10	6	9	6			31
Service Orders		76	133	125	108			442
Disconnects			137	72				209
Drainfield Leaks								
Meter Retirements		4	2					6