



# City of Deltona

2345 Providence Blvd.  
Deltona, FL 32725

## Agenda

### Special City Commission Meeting

*Mayor Avila*  
*Vice Mayor Avila-Vazquez*  
*Commissioner Colwell*  
*Commissioner Heriot*  
*Commissioner Howington*  
*Commissioner Nabicht*  
*Commissioner Santiago*

---

Monday, February 9, 2026

5:30 PM

Deltona Commission Chambers

---

1. CALL TO ORDER:
2. ROLL CALL – CITY CLERK:
3. INVOCATION AND PLEDGE TO THE FLAG:
4. ADDITIONS AND DELETIONS:
5. CONSENT AGENDA:
  - A. [Request for approval of minutes of the Executive Sessions and Regular Commission Meeting of January 20, 2026, as presented.](#)
  - B. [Request for approval of Resolution No. 2026-09 - Fiscal Year 2025 Utility Billing and Miscellaneous Accounts Receivable Account Adjustment.](#)

**Background:**

Throughout each fiscal year, the City accumulates various types of uncollectible revenue as a result of accounts being terminated, individuals filing for bankruptcy, businesses becoming inactive, or balances being outstanding over 180 days. These amounts are subject to write-off at the end of each fiscal year.

This process is an accounting procedure following the Generally Accepted Accounting Principles (GAAP), which lays the framework of accounting practices in the U.S. In applying GAAP accounting principles, the act of writing off outstanding account balances is a necessary accounting function that leads to an accounting adjustment on the City's Financial Statements to accurately show the outstanding balance and the expectation of timely collection is unlikely. If a customer's account has been written off as uncollectible on the City Financial Statements, this does not erase or forgive the debt. The City

can and does collect some portion of the amount owed by those customers through several methods. If it is an owner-occupied location, liens can be filed with the Clerk of Court and will be per the Write-Off of Uncollectible Accounts Policy of 2025. These liens are typically satisfied when the property is conveyed. For tenant accounts, when the customer requests new utility services, we attempt to collect any outstanding balance prior to establishing a new service.

The City provides utility services to over 38,000 customers and the monthly billing is settled in arrears (after usage has occurred). Since services are provided before receiving payment, inevitably, the City has customers that do not pay for the services provided. When this occurs, staff makes every possible attempt to reach out to the customer to collect the outstanding payment, including follow-up notices to remind them of the outstanding balance and encourage payment. However, the longer the customer account goes without payment, the less likely that any payment will be received. This is an annual request and was last approved by the Commission for a write-off (accounting adjustment) in February 2025.

The amount requested for adjustment is \$242,337.86 as of January 15, 2026. This amount changes daily as accounts might be paid prior to the Commission's action. The outstanding amount includes:

- 3,032 accounts (Residential 2,995 and 37 commercial)
- Residential accounts of \$225,039.97
- Commercial accounts of \$17,297.89
- The average delinquency is \$79.93
- Accounts over \$1,000 - 16 accounts
- It represents less than 0.775% of our annual billings for utility services.
- The last request for write-offs was in 2025 for accounts from 2004.

Additionally, the City provides various services to individuals within Deltona, from fire inspection services, hazardous use permits, and business tax receipts (BTRs). The amount requested for adjustment of \$87,863.50 includes \$71,008.50 in BTRs and \$16,855.00 in fire inspection fees. Business Tax and Code Enforcement staff are making site visits to ensure compliance with LDC Section 22-4 with all outstanding BTRs.

An "acceptable" write-off percentage of accounts receivable varies based on industry and company specifics, but generally, a percentage between 1% and 5% of total accounts receivable is considered reasonable, with older, past-due receivables carrying a significantly

higher write-off rate depending on the aging schedule used.

The total adjustments of \$330,201.36 can be found in Exhibit A.

Accounts that are less than six and half years old will be sent to collections to assist with collections of all outstanding accounts.

Staff implemented several new initiatives beginning in October 2025 to help minimize future write-offs, such as implementing three new policies regarding Write-Off of Uncollectible Accounts Policy, Procedure for Returned Checks and required deposits when continually delinquent and on disconnection status. In addition the contract with Online Utility Exchange will assist with collections of aged accounts and establishment of a utility credit rating system to guide staff in the required deposits. All these steps have the overall goal of minimizing future accounts receivable for write-off.

C. [Request for recognition\(s\) for the month of February.](#)

[The following recognition\(s\) has been requested:](#)  
[Proclamation - World Encephalitis Day \(WED\)](#)

**Background:** N/A

D. [Request for presentations before the City Commission.](#)

[The following presentations has been requested:](#)  
[1. Update on the expansion of the Halifax Health/UFHealth Medical Center of Deltona](#)  
[2. Presentation - VSO End of Year Review presented by Captain McKnight.](#)

**Background:** N/A

6. ACTION ITEMS:

A. [Chapter 66 - Parking Ordinances Review - Introduction](#)

**Background:** Overview of the workshop purpose, scope and anticipated outcomes.

B. [Chapter 66 - Parking Ordinances Review - Review of Prior Changes](#)

**Background:** This section will review previously adopted amendments to Chapter 66 and discuss how those changes have functioned since adoption. The discussion will focus on observed impacts, any unintended effects, and whether the current ordinance language is clear, consistent and

effective.

C. [Chapter 66 - Parking Ordinances Review - Traffic Engineering and Crash Review](#)

**Background:**

This portion of the workshop will address traffic engineering and safety considerations related to parking. Topics will include general roadway design considerations, a summary of crash data associated with on-street parking, emergency vehicle access, and parking demand and generation.

D. [Chapter 66 - Parking Ordinances Review - Planning Regulatory Considerations](#)

**Background:**

This section will examine planning and regulatory considerations related to parking. Discussion will include community character and neighborhood context, commercial parking standards, and guest parking requirements.

E. [Chapter 66 - Parking Ordinances Review - Operational Considerations and Trade-Offs](#)

**Background:**

This portion of the workshop will focus on operational impacts of parking regulations, including maintenance responsibilities and associated costs, traffic flow, emergency operations, and enforcement considerations.

F. [Chapter 66 - Parking Ordinances Review - Preliminary Review of Potential Chapter 66 Edits/Discussion of Options](#)

**Background:**

The workshop will conclude with a preliminary discussion of potential options for future amendments to Chapter 66. Topics include on-street and off-street parking standards, overnight parking for commercial vehicles, guest and event parking, and construction related parking.

**7. PUBLIC COMMENTS: (3 minutes maximum length per speaker)**

**8. CITY MANAGER COMMENTS:**

**9. ADJOURNMENT:**

*CONTINUATION OF PUBLIC FORUM*

*\*This is only for individuals who submitted a request to speak form during the 6:00 p.m. Public Forum and were not afforded the opportunity to speak.*

*NOTE: If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings, and for such purpose he/she may need to ensure that*

*a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105).*

*Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Manager in writing at CityManager@deltonafl.gov or to Deltona City Hall, 2345 Providence Blvd., Deltona, FL 32725 at least 48 hours prior to the meeting at which the person wishes to attend. The City is not permitted to provide the use of human physical assistance to physically handicapped persons in lieu of the construction or use of ramps or other mechanical devices in order to comply with Florida law. If proper accommodations for handicapped access cannot be made at a particular public meeting venue pursuant to a timely written request under Section 286.26 F.S., the City Manager shall change the venue of that meeting to a location where those accommodations can be provided.*

**DECORUM POLICY:** The City of Deltona has a significant interest in conducting orderly and efficient public meetings, which includes preventing disruption, promoting civility, and preserving decorum. To that end, behavior which disrupts or impedes the efficient and orderly conduct of any public meeting, as determined by the Mayor, or presiding officer, or a majority of the City Commission, is not permitted. The Mayor, or presiding officer, or a majority of the City Commission, may interrupt, warn, or terminate a speaker's statement when that statement is too lengthy, personally directed, abusive, obscene, irrelevant, or otherwise reasonably perceived to be a disruption to the fair and orderly progress of the discussion at hand. The Mayor, or presiding officer, or a majority of the City Commission, may also interrupt any part of the meeting to warn any individual that they are being disruptive or otherwise impeding the efficient and orderly conduct of the meeting. The Mayor, or presiding officer, or a majority of the City Commission, may require any individual to leave a public meeting for its duration if that individual is unable to observe this Policy after being warned. Should an individual be required to leave a meeting for violating this Policy, that person shall be escorted from Commission Chambers by a Volusia Sheriff's Deputy.

**PUBLIC FORUM:** Public Forum will begin at 6:00 PM at the start of each regular meeting and will conclude after 30 minutes. Prior to addressing the City Commission on any topic during a meeting, members of the public shall fill out and submit a "Request To Speak" form provided by the City Clerk. A form must be filled out for each item that the speaker wants to speak about. Members of the public shall speak only when recognized by the presiding officer and once at the podium, shall identify themselves by name, city of residence, and/or organizational affiliation of people addressing the City Commission. Public comments shall only be directed to the Chair of the meeting, and not toward any specific Commissioners, staff members, or another member of the public. Members of the public shall be limited to speaking only during "Public Forum" for issues not on the meeting agenda which is limited to three (3) minutes for each speaker. Public comments for items on the agenda may be commented on only after there is a motion and second by the City Commission and is limited to three (3) minutes for each speaker. Please be courteous and respectful of the views of others. Members of the City Commission shall not enter into discussion or respond to a citizen's comments other than to give directions or to ask for clarification. However, individual Commissioners may choose to respond under the "City Commissioner Comments" portion of the meeting.

**CONSENT AGENDA:** The Consent Agenda contains items that have been determined to be routine and non-controversial. If discussion is desired by any member of the City Commission, that item must be removed from the Consent Agenda and considered separately. All other matters included under the Consent Agenda will be approved by one motion. Citizens with concerns should address those concerns by filling out a "Request To Speak" form provided by the City Clerk prior to Consent Agenda items being pulled.