

# **City of Deltona,** **Florida**



**Proposed  
Budget**

**Fiscal Year  
2021-2022**



# TABLE OF CONTENTS

## GENERAL FUND

General Fund Overall Summary.....	5
Sources by Revenue Classification.....	7
Uses by Expenditure Categories.....	8
Uses by Function Summary.....	9
Uses by Classification .....	10
General Fund Revenues.....	11

## *DEPARTMENT BUDGETS*

City Commission.....	19
City Advisory Board .....	21
City Manager.....	24
City Clerk .....	28
Fiscal Services.....	32
Information Technology Services .....	36
City Attorney's Office.....	41
Planning & Development Services.....	49
Building and Enforcement Services .....	57
Construction Services Division.....	61
Enforcement Services Division.....	63
Human Resources .....	65
General Government .....	69
Law Enforcement .....	72
Fire / Rescue Services .....	75
Administration Division.....	81
Operations Division.....	83
Public Works .....	85
Traffic Operations Division.....	88
Engineering Division.....	90
Field Operations Division .....	92
Administration Division.....	94
Fleet Maintenance Division.....	96
Parks & Recreation.....	98
The Center at Deltona.....	105

## SPECIAL REVENUE FUNDS

Special Revenue Fund Summary.....	109
Stormwater Utility Fund.....	112
Solid Waste Management Fund.....	120
Fire / Rescue Service Impact Fees Fund .....	123
State Housing Initiatives Partnership (SHIP) Fund.....	124
Community Development Block Grant (CDBG) Fund.....	125
Streetlighting Districts Fund .....	129

Park Impact Fees Fund .....	130
Transportation Fund .....	131
Tree Replacement Fund.....	137
Environmental Improvement Trust Fund .....	139
Law Enforcement Impact Fees Fund.....	140
Economic Development Fund .....	141
Neighborhood Stabilization Program (NSP) 1& 3 Fund.....	142
Transportation Impact Fees Fund .....	143
Lake Districts Fund .....	144
Community Redevelopment Area (CRA) Fund .....	145
Grant Match Fund .....	147
Miscellaneous Grants Fund .....	148

## **ENTERPRISE FUND**

Water & Sewer Fund Summary .....	149
Water & Sewer Fund Expenditure Summary by Department .....	151
Water & Sewer Fund Expenditure by Classification .....	152
Water & Sewer Fund Department Overview .....	153
Water & Sewer Fund Capital Outlay .....	157
Administration Division .....	162
Water Plant Operations Division.....	165
Wastewater Plant Operations Division.....	167
Customer Service / Billing Division .....	169
Water / Wastewater Field Operations Division.....	171
Eastern Wastewater Treatment Plant Division.....	173
RIB Site Division .....	175
Lift Station Division.....	176

## **CAPITAL PROJECTS FUNDS**

Capital Projects Fund Summary .....	179
Municipal Complex Fund.....	181
Park Project Fund .....	184
Replacement Equipment Fund .....	189

## **FIVE-YEAR CAPITAL PLAN**

Five-Year Capital Plan .....	197
Governmental Fund .....	201
Special Revenue Fund .....	205
Enterprise Fund .....	208

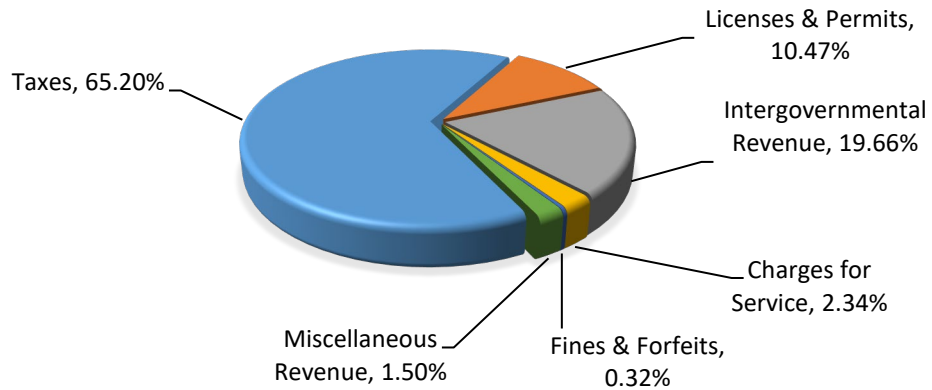
## GENERAL FUND SUMMARY

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Taxes	\$ 28,475,273	\$ 29,171,200	\$ 29,171,200	\$ 33,445,000	14.65%
Licenses & Permits	6,103,177	4,573,500	4,835,820	5,373,000	17.48%
Intergovernmental Revenue	12,604,282	8,840,900	12,084,310	10,087,700	14.10%
Charges for Service	1,154,935	530,000	530,000	1,200,000	126.42%
Fines & Forfeits	166,581	161,000	161,000	166,000	3.11%
Miscellaneous Revenue	1,345,367	1,049,500	1,066,500	1,028,000	-2.05%
<b>Total Operating Revenue</b>	<b>\$ 49,849,616</b>	<b>\$ 44,326,100</b>	<b>\$ 47,848,830</b>	<b>\$ 51,299,700</b>	<b>15.73%</b>
Transfer-In	50,100	0	130,000	0	0.00%
Fund Balance Carryforward	30,057,130	39,431,249	39,431,249	42,707,759	8.31%
<b>Total Revenue incl. Transfers &amp; Fund Balance</b>	<b>\$ 79,956,846</b>	<b>\$ 83,757,349</b>	<b>\$ 87,410,079</b>	<b>\$ 94,007,459</b>	<b>12.24%</b>
General Government	\$ 9,137,051	\$ 11,517,645	\$ 12,051,745	\$ 13,602,000	18.10%
Public Safety	22,495,522	24,067,605	24,167,605	25,208,100	4.74%
Transportation	2,165,341	2,669,350	2,669,350	3,044,000	14.04%
Culture/Recreation	2,969,177	3,717,420	3,864,420	5,267,100	41.69%
<b>Total Operating Expenditures</b>	<b>\$ 36,767,090</b>	<b>\$ 41,972,020</b>	<b>\$ 42,753,120</b>	<b>\$ 47,121,200</b>	<b>12.27%</b>
Debt - Principal	150,000	160,000	160,000	165,000	3.13%
Debt - Interest	254,006	247,000	247,000	238,600	-3.40%
Capital Outlay	0	0	0	0	0.00%
Transfers-Out	3,354,500	1,422,200	1,542,200	10,135,000	612.63%
Ending Fund Balance	39,431,249	39,956,129	42,707,759	36,347,659	-9.03%
<b>Total Expenditures incl. Transfers &amp; Fund Balance</b>	<b>\$ 79,956,845</b>	<b>\$ 83,757,349</b>	<b>\$ 87,410,079</b>	<b>\$ 94,007,459</b>	<b>12.24%</b>

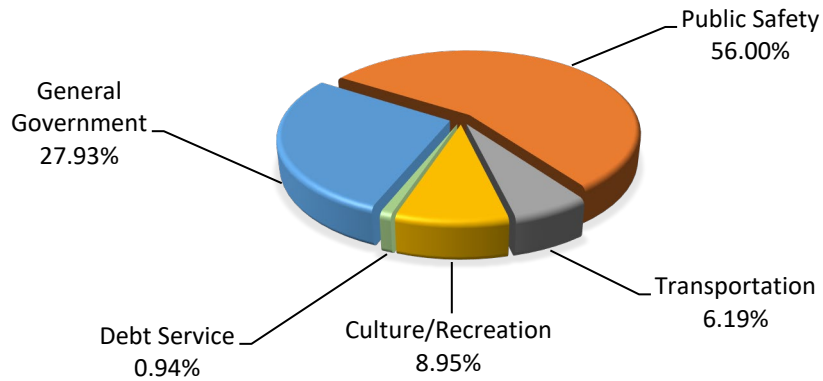
## General Fund Staffing – Full Time Equivalent

	FY16-17 BUDGET	FY17-18 BUDGET	FY18-19 BUDGET	FY19-20 BUDGET	FY20-21 BUDGET	FY21-22 BUDGET
General Government	75.5	83.5	84.5	89.0	101.2	99.8
Public Safety	80.0	83.0	85.0	91.0	92.0	92.0
Public Works	25.7	25.7	27.7	30.7	30.9	30.9
Parks & Recreation	31.0	30.0	31.0	31.0	31.0	44.5
The Center	0.0	7.0	8.5	8.5	7.5	7.5
<b>Total General Fund</b>	<b>212.2</b>	<b>229.2</b>	<b>236.7</b>	<b>250.2</b>	<b>262.6</b>	<b>274.7</b>

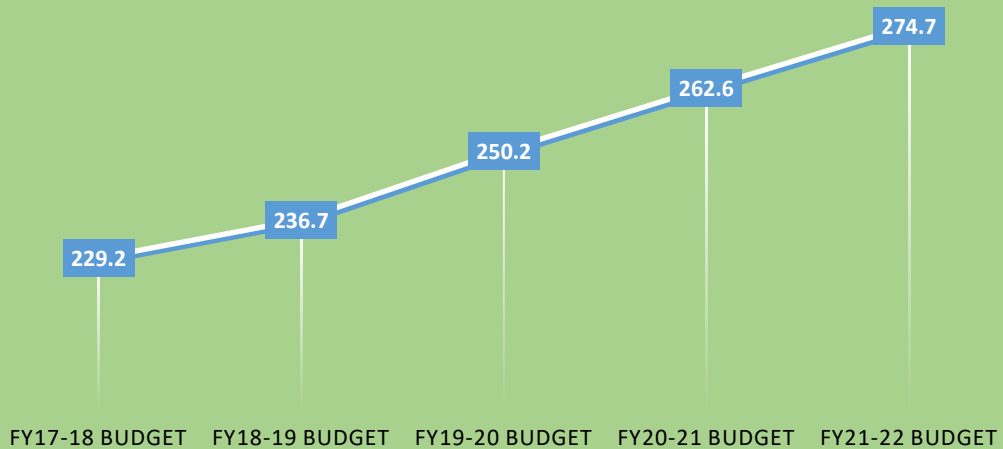
**FY21-22 GENERAL FUND REVENUE  
(EXCLUDING TRANSFERS AND FUND BALANCE)**



**FY21-22 GENERAL FUND EXPENDITURES  
(EXCLUDING TRANSFERS & FUND BALANCE)**



**GENERAL FUND STAFFING HISTORY**

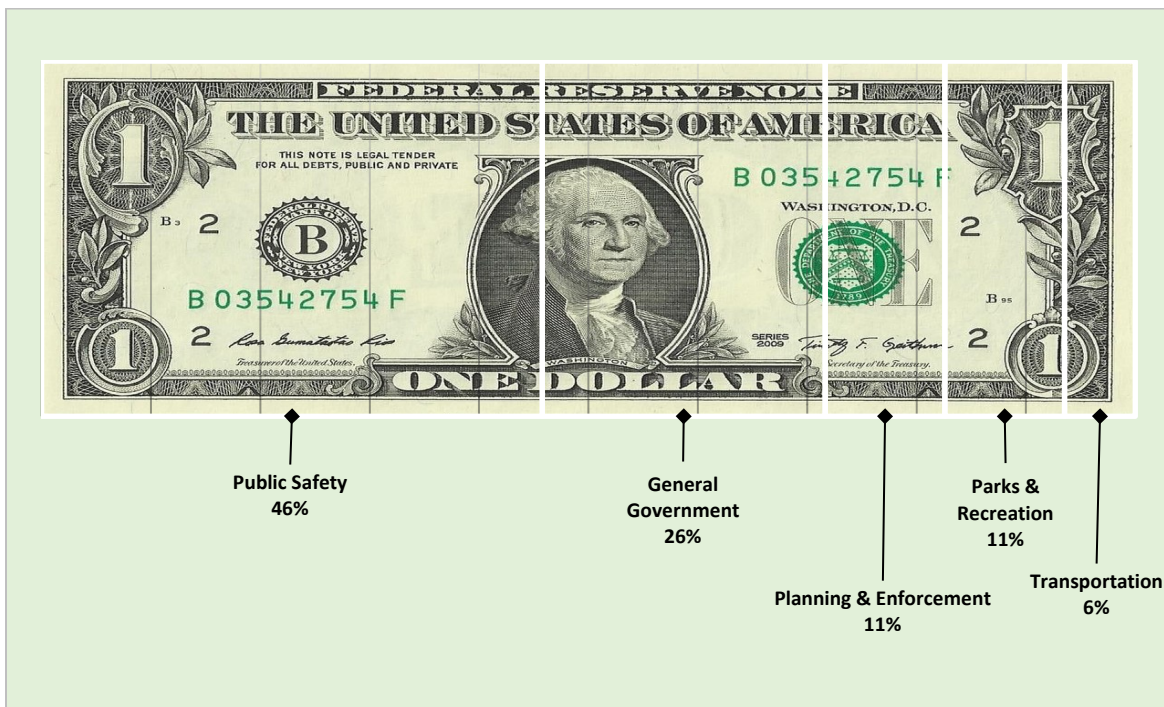
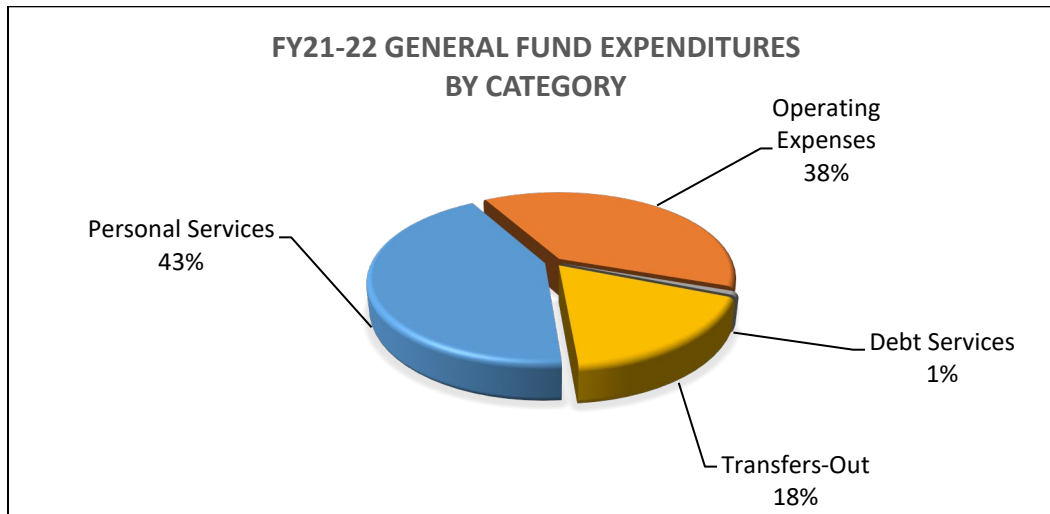


## General Fund Sources by Revenue Classification

					FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
Property Taxes	\$ 19,931,121	\$ 21,740,000	\$ 21,740,000	\$ 24,923,000	14.64%
Firefighter Insurance Premium Tax	458,013	458,000	458,000	480,000	4.80%
Utility Tax - Electric	5,758,064	4,960,000	4,960,000	5,750,000	15.93%
Telecommunication Tax	1,960,586	1,858,200	1,858,200	1,952,000	5.05%
Utility Tax - Gas	137,524	130,000	130,000	130,000	0.00%
Business Tax	229,964	25,000	25,000	210,000	740.00%
	<u>\$ 28,475,273</u>	<u>\$ 29,171,200</u>	<u>\$ 29,171,200</u>	<u>\$ 33,445,000</u>	<u>14.65%</u>
Permit Fees	1,655,538	450,000	650,320	800,000	77.78%
Inspection Fees	104,800	50,000	85,000	100,000	100.00%
Miscellaneous fees	3,224	3,000	3,000	3,000	0.00%
Franchise Fee - Electricity	4,101,117	3,935,000	3,935,000	4,300,000	9.28%
Franchise Fee - Gas	57,987	65,000	65,000	60,000	-7.69%
Other Fees and Planning Fees	180,511	70,500	97,500	110,000	56.03%
	<u>\$ 6,103,177</u>	<u>\$ 4,573,500</u>	<u>\$ 4,835,820</u>	<u>\$ 5,373,000</u>	<u>17.48%</u>
Federal Grants	3,464,974	0	3,243,410	0	0.00%
State Revenue Sharing	3,088,019	3,025,300	3,025,300	4,558,000	50.66%
8th Cent Motor Fuel Use Tax	904,249	885,900	885,900	0	-100.00%
LOGT Half-Cent Sales Tax	5,106,467	4,884,700	4,884,700	5,489,700	12.39%
Alcohol Beverage License	21,293	15,000	15,000	15,000	0
FF Supplemental Compensation	19,281	30,000	30,000	25,000	-0.16667
Local Government Grants	0	0	0	0	0.00%
	<u>\$ 12,604,282</u>	<u>\$ 8,840,900</u>	<u>\$ 12,084,310</u>	<u>\$ 10,087,700</u>	<u>14.10%</u>
Public Safety/Transport Fees	741,244	175,000	175,000	745,000	325.71%
Animal Control Fees	21,008	20,000	20,000	20,000	0.00%
Parks & Recreation Fees	223,884	185,000	185,000	335,000	81.08%
Foreclosure Registration Fee	168,800	150,000	150,000	100,000	-33.33%
	<u>\$ 1,154,935</u>	<u>\$ 530,000</u>	<u>\$ 530,000</u>	<u>\$ 1,200,000</u>	<u>126.42%</u>
Law Enforcement Fines	12,801	10,000	10,000	15,000	50.00%
Parking Violations Fines	345	1,000	1,000	1,000	0.00%
Code Enforcement Fines	153,435	150,000	150,000	150,000	0.00%
	<u>\$ 166,581</u>	<u>\$ 161,000</u>	<u>\$ 161,000</u>	<u>\$ 166,000</u>	<u>3.11%</u>
Interest Income	525,763	200,000	200,000	200,000	0.00%
Tower Lease	306,823	350,000	350,000	350,000	0.00%
Disposition of Assets	28,963	28,500	28,500	26,000	-8.77%
Other Miscellaneous Revenues	202,818	190,000	207,000	171,000	-10.00%
Administration Charges	281,000	281,000	281,000	281,000	0.00%
	<u>\$ 1,345,367</u>	<u>\$ 1,049,500</u>	<u>\$ 1,066,500</u>	<u>\$ 1,028,000</u>	<u>-2.05%</u>
Transfer-In	50,100	0	130,000	0	0.00%
Fund Balance Carryforward	30,057,130	39,431,249	39,431,249	42,707,759	8.31%
<b>Total Revenue</b>	<u><b>\$ 79,956,846</b></u>	<u><b>\$ 83,757,349</b></u>	<u><b>\$ 87,410,079</b></u>	<u><b>\$ 94,007,459</b></u>	<u><b>12.24%</b></u>

## General Fund Uses by Expenditure Categories

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Personal Services	\$ 18,986,686	\$ 22,631,700	\$ 22,513,600	\$ 24,895,500	10.00%
Operating Expenses	17,780,404	19,340,320	20,239,520	22,225,700	14.92%
Debt Services	404,006	407,000	407,000	403,600	-0.84%
Transfers-Out	3,354,500	1,422,200	1,542,200	10,135,000	612.63%
<b>Total Expenditures</b>	<b>\$ 40,525,596</b>	<b>\$ 43,801,220</b>	<b>\$ 44,702,320</b>	<b>\$ 57,659,800</b>	<b>31.64%</b>





## General Fund Uses by Function Summary

					FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
<b><u>General Government:</u></b>					
City Commission	\$ 398,912	\$ 443,450	\$ 469,750	\$ 485,800	9.55%
City Manager	1,291,798	1,879,450	1,907,450	1,687,500	-10.21%
City Clerk	480,042	624,950	625,950	732,600	17.23%
Fiscal Services	1,155,412	1,215,200	1,238,000	1,529,800	25.89%
Information Technology*	576	0	0	0	0.00%
City Attorney	622,559	611,200	811,200	612,600	0.23%
Planning & Development Services	752,072	1,005,900	1,005,900	1,413,000	40.47%
Construction Services	1,557,263	1,798,250	1,979,250	2,171,600	20.76%
Enforcement Services	1,410,224	1,627,450	1,627,450	2,470,800	51.82%
Human Resources	581,585	802,500	877,500	1,040,300	29.63%
General Government	886,607	1,509,295	1,509,295	1,458,000	-3.40%
<b>Total General Government</b>	<b>\$ 9,137,051</b>	<b>\$ 11,517,645</b>	<b>\$ 12,051,745</b>	<b>\$ 13,602,000</b>	<b>18.10%</b>
<b><u>Public Safety:</u></b>					0.00%
Law Enforcement Services	12,347,908	12,469,500	12,469,500	12,469,500	0.00%
Fire - Administration	1,465,022	2,022,605	2,022,605	2,053,900	1.55%
Fire - Operations	8,682,592	9,575,500	9,675,500	10,684,700	11.58%
<b>Total Public Safety</b>	<b>\$ 22,495,522</b>	<b>\$ 24,067,605</b>	<b>\$ 24,167,605</b>	<b>\$ 25,208,100</b>	<b>4.74%</b>
<b><u>Transportation:</u></b>					0.00%
Public Works - Traffic Division	609,634	773,750	773,750	805,600	4.12%
Public Works - Engineering	127,876	251,450	251,450	267,200	6.26%
Public Works - Field Operations	845,100	949,650	949,650	1,189,500	25.26%
Public Works - Administration	238,455	272,150	272,150	328,200	20.60%
Fleet Maintenance	344,277	422,350	422,350	453,500	7.38%
<b>Total Transportation</b>	<b>\$ 2,165,341</b>	<b>\$ 2,669,350</b>	<b>\$ 2,669,350</b>	<b>\$ 3,044,000</b>	<b>14.04%</b>
<b><u>Culture &amp; Recreation:</u></b>					0.00%
Parks & Recreation	2,291,080	2,913,320	3,060,320	4,388,400	50.63%
The Center	678,096	804,100	804,100	878,700	9.28%
<b>Total Culture &amp; Recreation</b>	<b>\$ 2,969,177</b>	<b>\$ 3,717,420</b>	<b>\$ 3,864,420</b>	<b>\$ 5,267,100</b>	<b>41.69%</b>
<b>Total Appropriations</b>	<b>\$ 36,767,090</b>	<b>\$ 41,972,020</b>	<b>\$ 42,753,120</b>	<b>\$ 47,121,200</b>	<b>12.27%</b>
Debt Services	404,006	407,000	407,000	403,600	-0.84%
Capital Outlay	0	0	0	0	0.00%
<b><u>Transfer-Out:</u></b>					0.00%
Transportation Fund	0	0	0	535,000	100.00%
Transportation Fund	554,500	0	0	3,000,000	100.00%
Municipal Complex Fund	1,200,000	150,000	150,000	1,100,000	633.33%
Parks Projects Fund	0	272,200	272,200	2,500,000	818.44%
Replacement Equipment Fund	1,600,000	1,000,000	1,120,000	3,000,000	200.00%
<b>Total Transfers</b>	<b>\$ 3,354,500</b>	<b>\$ 1,422,200</b>	<b>\$ 1,542,200</b>	<b>\$ 10,135,000</b>	<b>612.63%</b>
<b>Total Appropriations incl. Capital &amp; Transfers</b>	<b>\$ 40,525,596</b>	<b>\$ 43,801,220</b>	<b>\$ 44,702,320</b>	<b>\$ 57,659,800</b>	<b>31.64%</b>
Ending Fund Balance					0.00%
Natural Disaster Reserve	8,107,000	8,100,000	8,100,000	8,586,000	6.00%
Operating Reserve	6,893,000	7,077,000	7,116,000	7,329,000	3.56%
Unreserved/Undesignated	24,431,249	14,641,329	18,381,997	18,153,177	23.99%
<b>Ending Fund Balance</b>	<b>\$ 39,431,249</b>	<b>\$ 39,956,129</b>	<b>\$ 42,707,759</b>	<b>\$ 36,705,659</b>	<b>-8.14%</b>
<b>Total Uses</b>	<b>\$ 79,956,845</b>	<b>\$ 83,757,349</b>	<b>\$ 87,410,079</b>	<b>\$ 94,365,459</b>	<b>12.67%</b>

## General Fund by Classification

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
5110	EXECUTIVE SALARIES	\$ 389,514	\$ 280,200	\$ 280,200	\$ 244,700	-12.67%
5112	SALARIES & WAGES	11,493,488	14,067,600	13,898,500	15,191,800	7.99%
5114	OVERTIME	391,786	520,000	520,000	621,500	19.52%
5115	SPECIAL PAY	68,749	81,400	81,400	81,400	0.00%
5116	AUTO ALLOWANCE	1,400	4,200	4,200	4,200	0.00%
5121	FICA TAXES	893,513	1,094,700	1,104,700	1,227,100	12.09%
5122	RETIREMENT CONTRIBUTIONS	2,534,809	2,850,200	2,863,200	3,087,000	8.31%
5123	HEALTH/DENTAL/LIFE INSURANCE	2,941,407	3,353,300	3,381,300	4,046,700	20.68%
5124	WORKERS COMPENSATION	263,387	380,100	380,100	391,100	2.89%
5125	UNEMPLOYMENT COMPENSATION	8,634	0	0	0	0.00%
<b>Total Personal Services</b>		<b>\$ 18,986,686</b>	<b>\$ 22,631,700</b>	<b>\$ 22,513,600</b>	<b>\$ 24,895,500</b>	<b>10.00%</b>
5231	PROFESSIONAL SERVICES - OTHER	672,182	845,400	1,130,100	1,408,800	66.64%
5232	ACCT&AUDIT-AUDIT SERVICES	59,250	66,000	66,000	66,000	0.00%
5234	OTHER CONTRACTUAL SVCS-MISC	13,489,352	13,974,300	14,468,537	14,680,400	5.05%
5240	TRAVEL & PER DIEM	15,046	96,650	89,850	92,100	-4.71%
5241	COMMUNICATIONS	261,042	337,600	337,600	361,000	6.93%
5243	UTILITY SERVICES	724,870	783,200	783,200	831,600	6.18%
5244	RENTALS & LEASES	3,350	16,000	16,000	16,500	3.13%
5245	INSURANCE - GENERAL	451,864	644,000	580,000	659,000	2.33%
5246	REPAIR & MAINTENANCE	1,035,280	1,082,050	1,090,750	1,603,900	48.23%
5247	PRINTING & BINDING	19,612	30,000	30,000	41,200	37.33%
5248	PROMOTIONAL ACTIVITIES	124,228	226,970	227,570	312,800	37.82%
5249	OTHR CURRENT CHARGES&OBLIGATNS	324,404	380,100	370,158	764,900	101.24%
5251	OFFICE SUPPLIES - GENERAL	71,051	89,100	93,200	116,900	31.20%
5252	OPERATING SUPPLIES	799,206	1,046,200	1,141,555	1,480,300	41.49%
5253	ROAD MATERIALS & SUPPLIES	50,085	61,500	61,500	73,500	19.51%
5254	PUBLICATION-MEMBRSH-P-TRAINING	197,463	247,500	339,750	415,500	67.88%
5882	AID TO PRIVATE ORGANIZATIONS	99,500	90,000	90,000	98,500	9.44%
<b>Total Operating Expenses</b>		<b>\$ 18,397,785</b>	<b>\$ 20,016,570</b>	<b>\$ 20,915,770</b>	<b>\$ 23,022,900</b>	<b>15.02%</b>
7100	DEBT SERVICE - PRINCIPAL	150,000	160,000	160,000	165,000	3.13%
7200	DEBT SERVICE - INTEREST	254,006	247,000	247,000	238,600	-3.40%
<b>Total Debt Service</b>		<b>\$ 404,006</b>	<b>\$ 407,000</b>	<b>\$ 407,000</b>	<b>\$ 403,600</b>	<b>-0.84%</b>
910101	OPERATING TRSF OUT TO LOGT	0	0	0	535,000	100.00%
910109	OPERATING TRSF OUT TO LOGT	554,500	0	0	3,000,000	100.00%
910301	OPERATING TRSF OUT TO MUNICOMP	1,200,000	150,000	150,000	1,100,000	633.33%
910302	OPERATING TRFR OUT TO PARK PRO	0	272,200	272,200	2,500,000	818.44%
910501	CAPITAL OUTLAY - REPLACEMENT	1,600,000	1,000,000	1,120,000	3,000,000	200.00%
<b>Total Transfer Out</b>		<b>\$ 3,354,500</b>	<b>\$ 1,422,200</b>	<b>\$ 1,542,200</b>	<b>\$ 10,135,000</b>	<b>612.63%</b>
9901	IT- Allocated Costs	(389,193)	(476,150)	(476,150)	(579,800)	21.77%
9904	FLEET MAINT ALLOCATION	(228,188)	(200,100)	(200,100)	(217,400)	8.65%
<b>Total Allocation</b>		<b>\$ (617,381)</b>	<b>\$ (676,250)</b>	<b>\$ (676,250)</b>	<b>\$ (797,200)</b>	<b>17.89%</b>
<b>Total General Fund Expenditure Summary</b>		<b>\$ 40,525,596</b>	<b>\$ 43,801,220</b>	<b>\$ 44,702,320</b>	<b>\$ 57,659,800</b>	<b>31.64%</b>

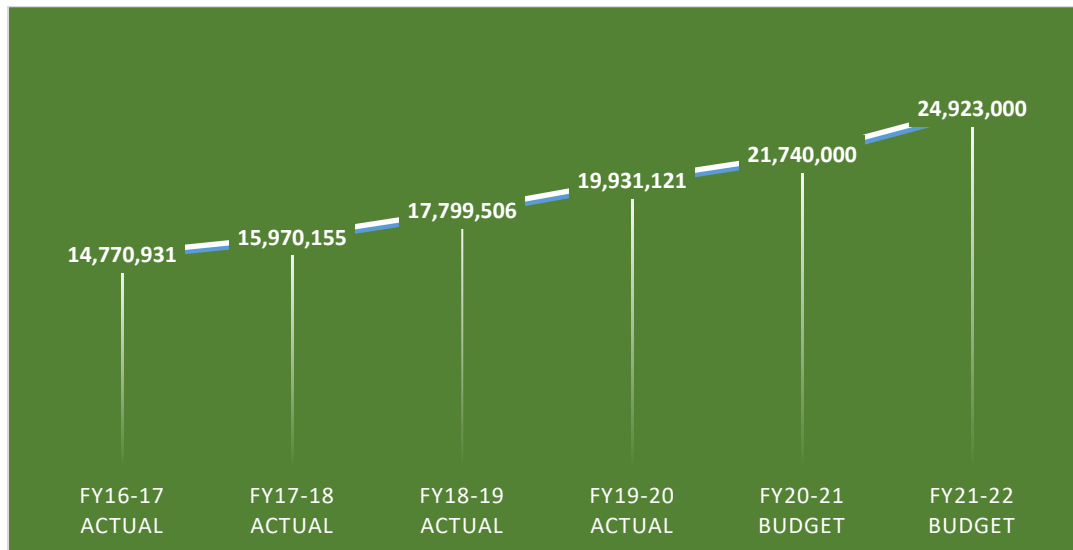
## PROPERTY TAXES

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Property Taxes	\$ 19,803,493	\$ 21,740,000	\$ 21,740,000	\$ 24,923,000	14.64%
Prior Years & Penalties	127,629	0	0	0	0.00%
<b>Total Taxes</b>	<b>\$ 19,931,121</b>	<b>\$ 21,740,000</b>	<b>\$ 21,740,000</b>	<b>\$ 24,923,000</b>	<b>14.64%</b>

The property appraiser released the gross taxable value of \$3,372,259,415 on July 1, 2021 located within the city limits including the new construction and annexation value of \$163,645,626. As a result, taxable value increased by \$337,466,010 or 11.75% over prior year final taxable value.

The City proposed a millage rate of 7.85 for FY21-22, which is unchanged from the prior year's millage rate. Based on millage rate of 7.85, the City estimated property tax revenue of approximately \$25.3 million or 95% of taxable value for FY21-22. It is increased approximately \$3.6 million over prior year property tax revenue.

## HISTORY OF PROPERTY TAX REVENUE



## OTHER TAXES

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Utility Tax	\$ 7,856,175	\$ 6,948,200	\$ 6,948,200	\$ 7,832,000	12.72%
Business Tax	229,964	25,000	25,000	210,000	740.00%
Other Taxes	458,013	458,000	458,000	480,000	4.80%
<b>Total Other Taxes</b>	<b>\$ 8,544,152</b>	<b>\$ 7,431,200</b>	<b>\$ 7,431,200</b>	<b>\$ 8,522,000</b>	<b>14.68%</b>

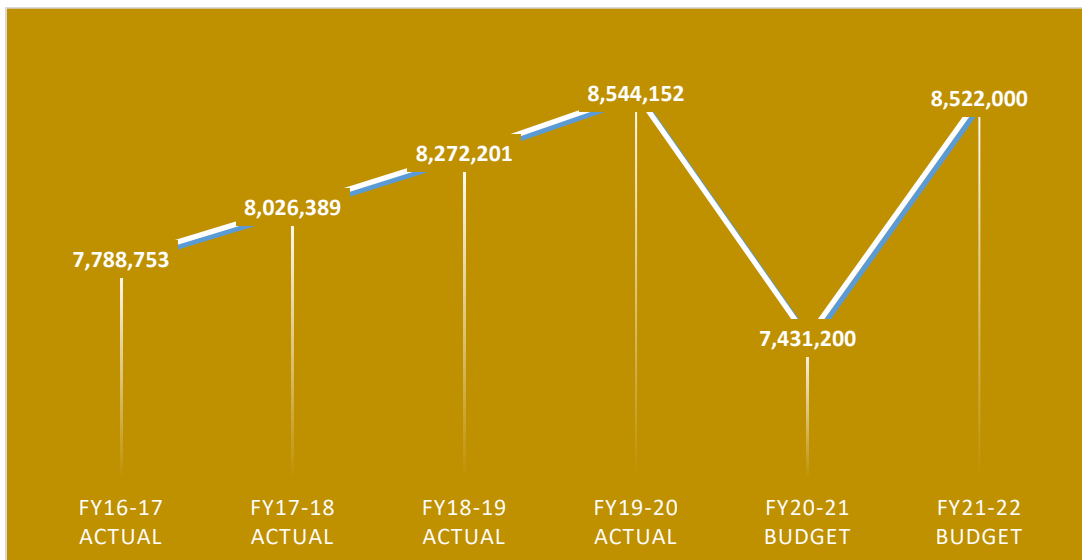
The Other Taxes includes Utility Tax, Business Tax, and Other Taxes in this category.

The City levied a public service tax on the purchase of electricity and metered or bottled gas at a rate of 10% gross sales. The anticipated Utility Tax revenue is \$7.7 million which INcreased by \$789,800 or 11.37% from the prior year.

Based on history of business tax, the estimated business tax for FY21-22 is \$210,000 or 740% more than prior year budget. The FY20-21 budgeted lower than prior year is mainly due to COVID 19 pandemic.

Other taxes is the Firefighter Premium taxes. The City expecting to receive \$480,000 in the FY21-22 for the Firefighter pension contribution from the state.

## HISTORY OF OTHER TAXES



## LICENSES & PERMITS

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Permit/Inspection Fees	\$1,763,562	\$503,000	\$738,320	\$903,000	79.52%
Franchise Fees	4,159,104	4,000,000	4,000,000	4,360,000	9.00%
Miscellaneous Fees	180,511	70,500	97,500	110,000	56.03%
<b>Total Licenses &amp; Permits</b>	<b>\$6,103,177</b>	<b>\$4,573,500</b>	<b>\$4,835,820</b>	<b>\$5,373,000</b>	<b>17.48%</b>

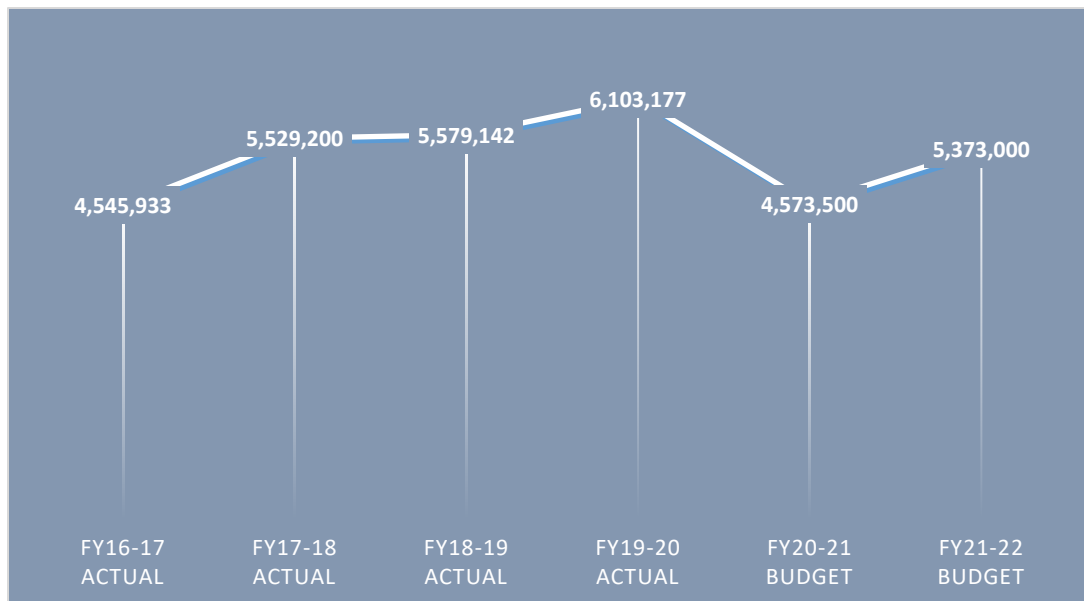
The Licenses & Permits revenue include permit & inspections fees, franchise fees, and miscellaneous fees. Based on prior year actual, the anticipated Permits & Inspection Fees increased \$400,000 or 79.52% from the prior year budget.

Based on prior year actual, the anticipated Franchise Fees increased \$360,000 or 9.00% from the prior year budget.

Based on prior year actual, the anticipated Miscellaneous Fees increased \$39,500 or 56.03% from the FY20-21 budget.

The FY20-21 budgeted lower than prior year is mainly due to COVID 19 pandemic.

## HISTORY OF LICENSES & PERMITS



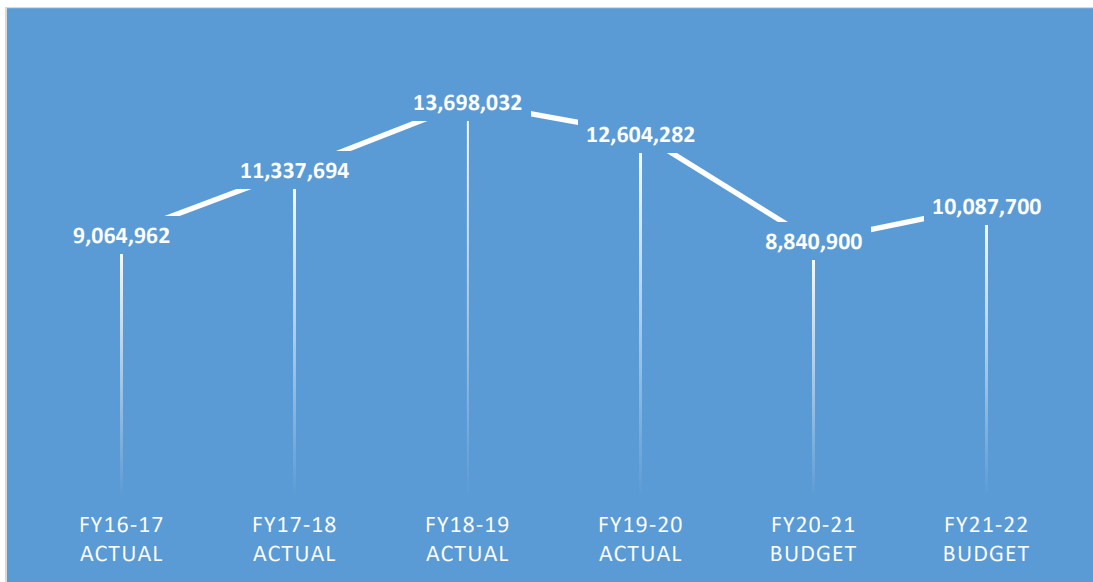
## INTERGOVERNMENTAL REVENUE

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Federal Grants	\$ 3,464,974	\$ -	\$ 3,243,410	\$ -	0.00%
Intergovernmental Revenue - State	9,139,308	8,840,900	8,840,900	10,087,700	14.10%
Local Government Grants	0	0	0	0	0.00%
<b>Total Intergovernmental Revenue</b>	<b>\$ 12,604,282</b>	<b>\$ 8,840,900</b>	<b>\$ 12,084,310</b>	<b>\$ 10,087,700</b>	<b>14.10%</b>

State Intergovernmental Revenue includes State Revenue Sharing, 8<sup>th</sup> Cent Motor Fuel Use Tax, Alcohol Beverage License, Local Option Gas Tax Half-Cent Sales Tax and Firefighter Supplemental Compensation. Based on prior year actual, the anticipated budget for FY21-22 is \$1,543,100 or 17.45% increase from the FY20-21 budget.

The FY20-21 budgeted lower than prior year is mainly due to COVID 19 pandemic.

## HISTORY OF INTERGOVERNMENTAL REVENUE



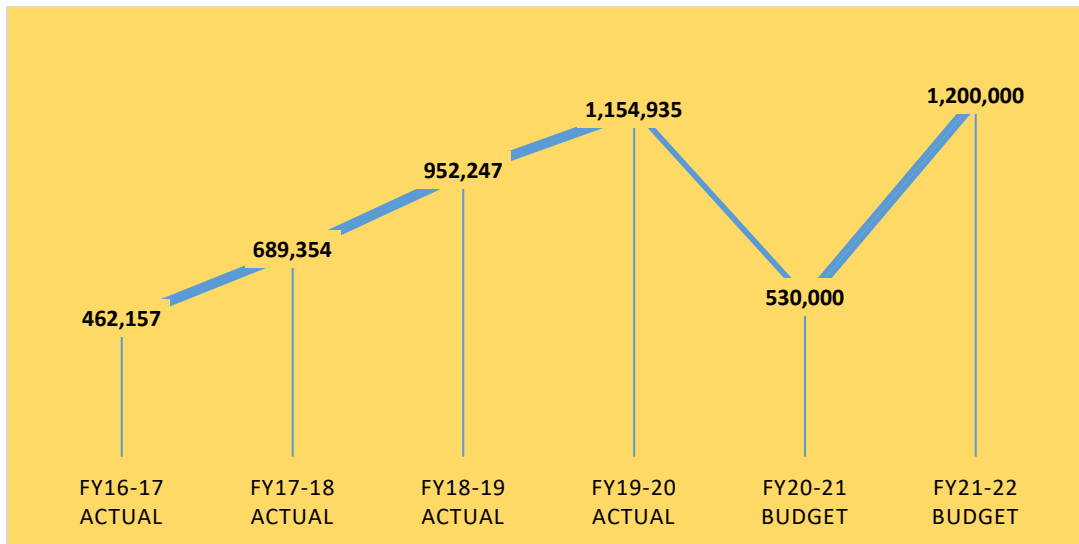
## CHARGES FOR SERVICES

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Public Safety/Transport Fees	\$741,244	\$175,000	\$175,000	\$745,000	325.71%
Animal Control Fees	21,008	20,000	20,000	20,000	0.00%
Parks & Recreation/The Center Sales	223,884	185,000	185,000	335,000	81.08%
Foreclosure Registration Fees	168,800	150,000	150,000	100,000	-33.33%
<b>Total Charges for Services</b>	<b>\$1,154,935</b>	<b>\$530,000</b>	<b>\$530,000</b>	<b>\$1,200,000</b>	<b>126.42%</b>

Charges for Services revenue include public safety/transport fees, animal control fees, parks & recreation fees, ticket sales at the center and foreclosure registration fees. Based on prior year actual and estimated revenue in FY20-21, the anticipated revenue for FY21-22 for the Public Safety/Transport Fees increased \$570,000 or 325.71% from the FY20-21 budget. The FY21-22 anticipated budget for Parks & Recreation/The Center Sales increased \$150,000 or 81.08% from FY20-21 budget.

The FY20-21 budgeted lower than prior year is mainly due to COVID 19 pandemic and Foreclosure Registration Fees budgeted lower than FY20-21.

## HISTORY OF CHARGES FOR SERVICES

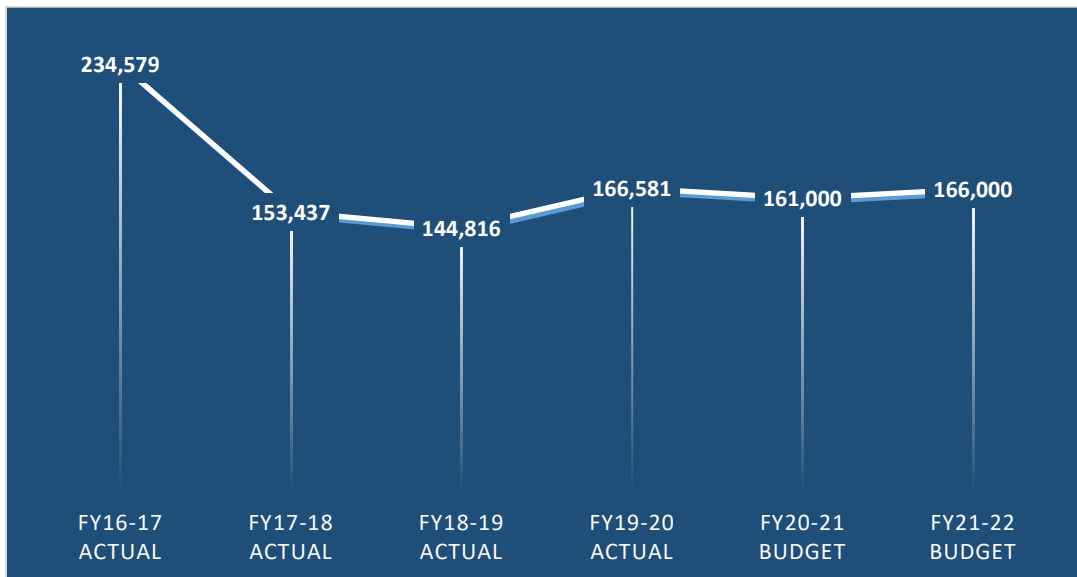


## FINES & FORFEITS

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Law Enforcement Fines	\$13,146	\$11,000	\$11,000	\$16,000	45.45%
Code Enforcement Fines	153,435	150,000	150,000	150,000	0.00%
<b>Total Fines &amp; Forfeits</b>	<b>\$166,581</b>	<b>\$161,000</b>	<b>\$161,000</b>	<b>\$166,000</b>	<b>3.11%</b>

Fines & Forfeits are revenues generated from traffic tickets, parking fines, and code violations. Based on prior year actual and estimated FY20-21 revenue, the anticipated Law Enforcement Fines increased \$5,000 or 45.45% from FY20-21 budget; the Code Enforcement Fines budgeted same as FY20-21 budget.

## HISTORY OF FINES & FORFEITS



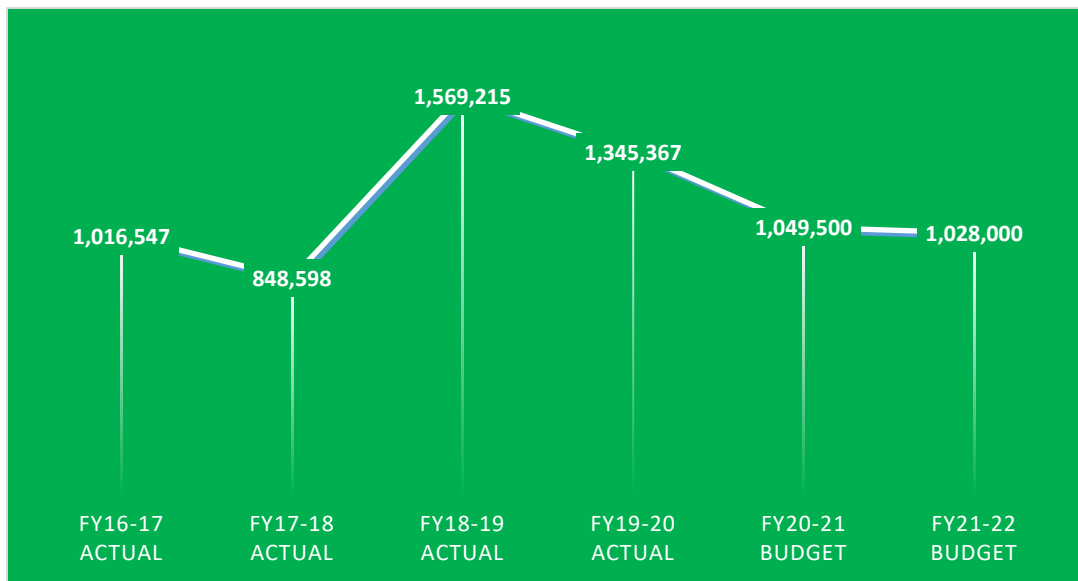


## MISCELLANEOUS REVENUES

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Interest Income	\$525,763	\$200,000	\$200,000	\$200,000	0.00%
Tower Leases	306,823	350,000	350,000	350,000	0.00%
Disposition of Assets	28,963	28,500	28,500	26,000	-8.77%
Donations	7,700	1,000	18,000	1,000	0.00%
Miscellaneous Revenue	476,118	470,000	470,000	451,000	-4.04%
<b>Total Miscellaneous Revenue</b>	<b>\$1,345,367</b>	<b>\$1,049,500</b>	<b>\$1,066,500</b>	<b>\$1,028,000</b>	<b>-2.05%</b>

Miscellaneous revenues consist of all revenue sources not included in any other category. Based on prior year actual, the anticipated Miscellaneous Revenue decreased by \$215,000 or 2.05%.

## HISTORY OF MISCELLANEOUS REVENUE

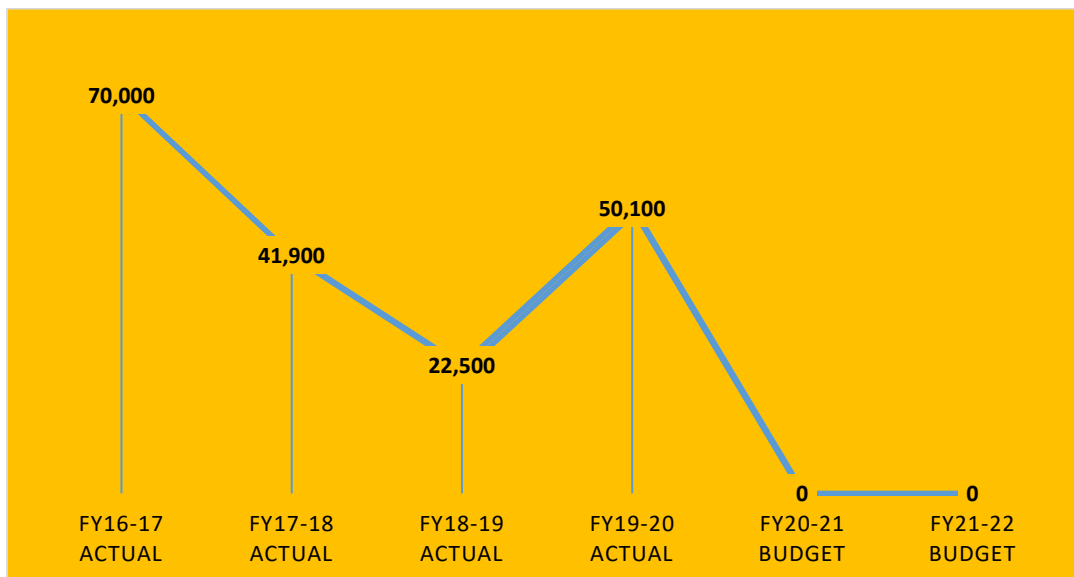


## OTHER SOURCES REVENUE

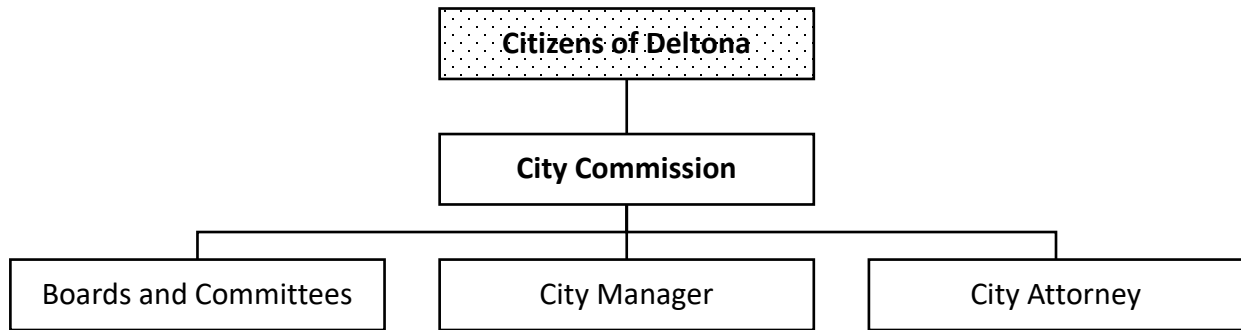
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Transfers-In	\$ 50,100	\$ -	\$ 130,000	\$ -	0.00%
<b>Total Other Sources Revenue</b>	<b>\$ 50,100</b>	<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ -</b>	<b>0.00%</b>

Other Sources revenue includes Transfers-In from other funds. No Transfers-In are budgeted in FY21-22.

## HISTORY OF OTHER SOURCES REVENUE



## CITY COMMISSION (Division No. 110)



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

### PERSONNEL SERVICES SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Mayor and Commission	Charter	7.00	7.00	7.00	0.00	7.00	0.00
Administrative Assistant II*	14	0.00	0.00	0.00	1.00	1.00	1.00
Administrative Assistant I (PT)*	13	1.00	1.00	1.00	-1.00	0.00	-1.00
TOTAL		8.00	8.00	8.00	0.00	8.00	0.00

\* Promoted part-time Administrative Assistant position to full-time Administrative Assistant II. This position report to the City Manager.

**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.

**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 20/21 Key Accomplishments:**

- Provide guidance and establish any new policy objectives to the Strategic Plan
  - *Strategic Goal: Strategic Plan*
  - *Status: On-going – Guidance provided year-long*
- Establish FY 20/21 Budget
  - *Strategic Goal – Fiscal Issues*
  - *Status: Completed*

### **FY 21/22 Key Goals:**

- Provide guidance and establish any new policy objectives to the Strategic Plan
  - *Strategic Goal: Strategic Plan*
- Establish FY 21/22 Budget
  - *Strategic Goal: Fiscal Issues*

## **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.

### **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 (11 MEMBERS)**

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 3<sup>rd</sup> 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.

#### **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 or as needed 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.

## **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.

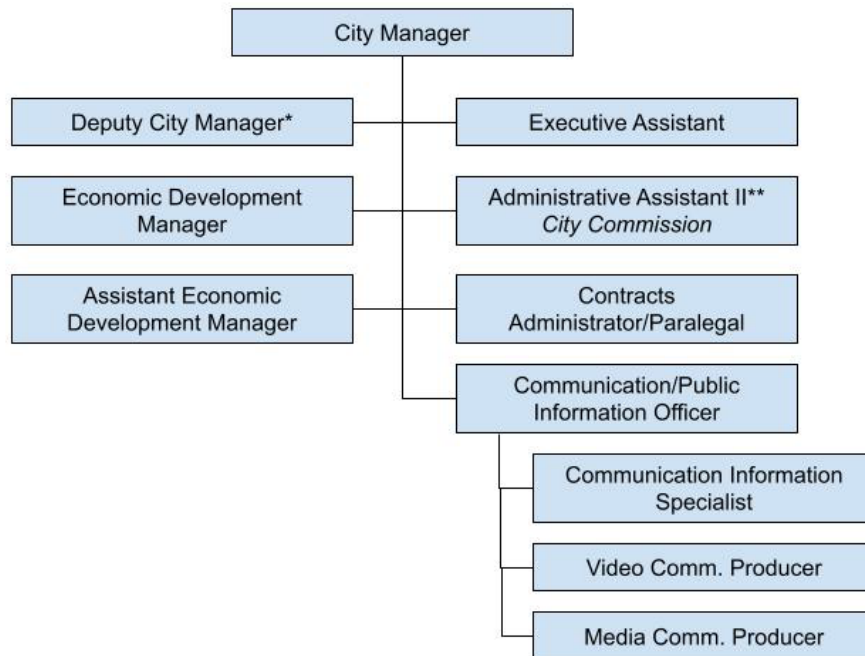
## **WILLIAM S. HARVEY SCHOLARSHIP SELECTION COMMITTEE (7 MEMBERS)**

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.

## BUDGET DETAILS

				FY20-21		
				BUDGET		
				vs.		
OBJECT		FY19-20	FY20-21	FY20-21	FY21-22	FY21-22
NO.	DESCRIPTION	ACTUAL	BUDGET	REVISED BUDGET	BUDGET	BUDGET
511000	EXECUTIVE SALARIES	77,093	77,300	77,300	77,300	0.00%
511200	SALARIES & WAGES	45,018	41,900	68,200	63,100	50.60%
511400	OVERTIME	252	400	400	400	0.00%
512100	FICA TAXES	7,576	9,200	9,200	10,800	17.39%
512200	RETIREMENT CONTRIBUTIONS	3,207	3,300	3,300	5,000	51.52%
512300	HEALTH/DENTAL/LIFE INSURANCE	8,448	9,100	9,100	20,100	120.88%
512400	WORKERS COMPENSATION	1,108	11,800	11,800	11,800	0.00%
<b>Total Personal Services</b>		<b>\$ 142,701</b>	<b>\$ 153,000</b>	<b>\$ 179,300</b>	<b>\$ 188,500</b>	<b>23.20%</b>
523101	PROFESSIONAL SERVICES - OTHER	45,110	45,000	45,000	45,000	0.00%
524001	TRAVEL & PER DIEM	2,230	25,600	25,600	25,400	-0.78%
524101	COMMUNICATIONS	3,870	4,400	4,400	4,400	0.00%
524102	POSTAGE	-	500	500	500	0.00%
524602	R&M - EQUIPMENT	-	200	200	200	0.00%
524701	PRINTING & BINDING - GENERAL	907	1,400	1,400	1,600	14.29%
524801	PROMOTIONAL ACTIVITIES	3,809	15,000	15,000	10,000	-33.33%
524901	RECOGNITIONS	149	1,200	1,200	1,200	0.00%
524999	OTHER CURRENT CHARGES	-	250	250	300	20.00%
525101	OFFICE SUPPLIES - GENERAL	58	1,000	1,000	1,200	20.00%
525102	FURNITURE & EQUIPMENT	65	1,500	1,500	500	-66.67%
525206	UNIFORMS	187	700	700	700	0.00%
525210	OPERATING SUPPLIES - OTHER	1,201	2,700	2,700	600	-77.78%
525400	PUBLICATION-MEMBRSH-P-TRAINING	71,196	76,200	76,200	77,000	1.05%
588200	AID TO PRIVATE ORGANIZATIONS	99,500	90,000	90,000	98,500	9.44%
<b>Total Operating Expenses</b>		<b>\$ 228,281</b>	<b>\$ 265,650</b>	<b>\$ 265,650</b>	<b>\$ 267,100</b>	<b>0.55%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	25,000	14,700	14,700	15,000	2.04%
<b>Total Transfers</b>		<b>\$ 25,000</b>	<b>\$ 14,700</b>	<b>\$ 14,700</b>	<b>\$ 15,000</b>	<b>2.04%</b>
990131	IT- Allocated Costs	27,930	24,800	24,800	30,200	21.77%
<b>Total Allocations</b>		<b>\$ 27,930</b>	<b>\$ 24,800</b>	<b>\$ 24,800</b>	<b>\$ 30,200</b>	<b>21.77%</b>
<b>City Commission Total</b>		<b>\$ 423,912</b>	<b>\$ 458,150</b>	<b>\$ 484,450</b>	<b>\$ 500,800</b>	<b>9.31%</b>

## CITY MANAGER'S OFFICE (Division No. 121)



\* Reclassified Assistant City Manager to Deputy City Manager.

\*\* Promoted part-time Administrative Assistant to full-time Administrative Assistant II.  
Removed Customer Service Supervisor position.

## PERSONNEL SERVICES SCHEDULE

### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
City Manager	Contract	1.00	1.00	1.00	0.00	1.00	0.00
Deputy City Manager	54	0.00	0.00	0.00	1.00	1.00	1.00
Assistant City Manager*	54	0.00	1.00	1.00	-1.00	0.00	-1.00
Economic Dev. Manager	28	1.00	1.00	1.00	0.00	1.00	0.00
Comm/Public Info Officer	28	1.00	1.00	1.00	0.00	1.00	0.00
Community Information Specialist	23	1.00	1.00	1.00	0.00	1.00	0.00
Video Communications Producer	21	1.00	1.00	1.00	0.00	1.00	0.00
Contract Administrator/Paralegal	21	1.00	1.00	1.00	0.00	1.00	0.00
Assist. Economic Development Manager	20	1.00	1.00	1.00	0.00	1.00	0.00
Customer Service Supervisor**	20	0.00	0.00	1.00	-1.00	0.00	-1.00
Media Communications Producer	19	1.00	1.00	1.00	0.00	1.00	0.00
Executive Assistant	18	1.00	1.00	1.00	0.00	1.00	0.00
<b>TOTAL</b>		<b>9.00</b>	<b>10.00</b>	<b>11.00</b>	<b>-1.00</b>	<b>10.00</b>	<b>-1.00</b>

\* Reclassified Assistant City Manager to Deputy City Manager.

\*\* Removed Customer Service Supervisor position during the FY20-21.



**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.”*

**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.

## **GOALS, OBJECTIVES & PERFORMANCE MEASURES**

### **FY 20-21 Key Accomplishments:**

- Continue to focus on Economic Development and Job Creation
  - *Strategic Goal: Economic Development*
  - *Status: On Going*
- Continue efforts to address and revise the City's perceived reputation as not business-friendly
  - *Strategic Goal: Internal and External Communication*
  - *Status: On Going*
- Continue to seek funding and develop alternative funding mechanisms to further infrastructure and transportation projects
  - *Strategic Goal: Fiscal Issues*
  - *Status: On-Going. Received funding from the Florida Legislature for EWRF, moving forward with TPO on various transportation projects.*
- Develop partnerships with other entities to promote the City of Deltona
  - *Strategic Goal: Economic Development*
  - *Status: On-Going. Team Volusia*

### **FY 21-22 Key Goals:**

- Continue to focus on Economic Development and Job Creation
  - *Strategic Goal: Economic Development*
- Continue efforts to address and revise the City's perceived reputation as not business-friendly
  - *Strategic Goal: Internal and External Communication*
- Continue to seek funding and develop alternative funding mechanisms to further infrastructure and transportation projects
  - *Strategic Goal: Fiscal Issues*
- Develop partnerships with other entities to promote the City of Deltona
  - *Strategic Goal: Economic Development*
- Revamp the Land Development Code and the Development Review Process
  - *Strategic Goal: Economic Development*

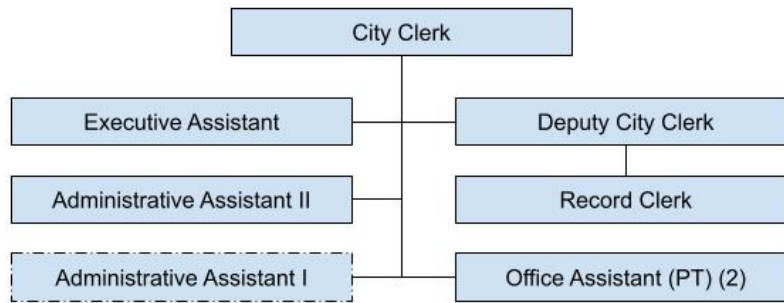
## **Key Ongoing Goals:**

- **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, delivery of services, and planning and preparing for community development and re-development.
  - Maintain a commitment to high ethical standards by the City Manager and throughout the organization, and encourage the continued professional development of City staff.
- **Responsiveness**
  - Ensure that the policies as established by the 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 the Commission is provided with advice and options concerning emerging issues and policy to achieve the City's overall mission.
- **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.

## Budget Details

						FY20-21 BUDGET
						vs.
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY21-22 BUDGET
511000	EXECUTIVE SALARIES	312,421	202,900	202,900	167,400	-17.50%
511200	SALARIES & WAGES	481,183	835,900	803,400	665,000	-20.45%
511400	OVERTIME	1,940	3,300	3,300	3,300	0.00%
511600	AUTO ALLOWANCE	1,400	4,200	4,200	4,200	0.00%
512100	FICA TAXES	48,276	80,100	80,100	64,200	-19.85%
512200	RETIREMENT CONTRIBUTIONS	106,762	166,600	166,600	154,800	-7.08%
512300	HEALTH/DENTAL/LIFE INSURANCE	117,795	166,100	166,100	160,600	-3.31%
512400	WORKERS COMPENSATION	9,454	16,000	16,000	13,200	-17.50%
<b>Total Personal Services</b>		<b>\$ 1,079,231</b>	<b>\$ 1,475,100</b>	<b>\$ 1,442,600</b>	<b>\$ 1,232,700</b>	<b>-16.43%</b>
523101	PROFESSIONAL SERVICES - OTHER	27,540	84,000	112,000	80,400	-4.29%
523401	OTHER CONTRACTUAL SVCS-MISC	76,245	100,900	133,400	152,400	51.04%
523404	SOFTWARE/NETWORK MAINTENANCE	-	-	4,800	200	100.00%
524001	TRAVEL & PER DIEM	3,586	10,000	5,200	9,100	-9.00%
524101	COMMUNICATIONS	6,457	8,200	8,200	8,800	7.32%
524102	POSTAGE	-	4,400	4,400	4,400	0.00%
524602	R&M - EQUIPMENT	6,286	10,300	10,300	12,000	16.50%
524701	PRINTING & BINDING - GENERAL	9,240	9,300	9,300	15,400	65.59%
524801	PROMOTIONAL ACTIVITIES	1,180	15,500	13,100	18,500	19.35%
524901	RECOGNITIONS	75	9,200	9,200	1,200	-86.96%
524913	SYMPATHIES	717	1,100	1,100	1,000	-9.09%
524999	OTHER CURRENT CHARGES	-	250	250	300	20.00%
525101	OFFICE SUPPLIES - GENERAL	3,657	6,800	6,800	6,900	1.47%
525102	FURNITURE & EQUIPMENT	8,254	6,400	8,800	8,500	32.81%
525201	FUEL & OIL	342	2,600	2,600	1,800	-30.77%
525206	UNIFORMS	487	600	600	1,500	150.00%
525208	COMPUTER SOFTWARE	6,040	7,700	7,700	8,300	7.79%
525210	OPERATING SUPPLIES - OTHER	172	1,500	1,500	5,300	253.33%
525400	PUBLICATION-MEMBRSH-P-TRAIING	10,909	22,400	22,400	19,100	-14.73%
<b>Total Operating Expenses</b>		<b>\$ 161,186</b>	<b>\$ 301,150</b>	<b>\$ 361,650</b>	<b>\$ 355,100</b>	<b>17.91%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	42,000	24,700	24,700	36,000	45.75%
<b>Total Transfers</b>		<b>\$ 42,000</b>	<b>\$ 24,700</b>	<b>\$ 24,700</b>	<b>\$ 36,000</b>	<b>45.75%</b>
990131	IT- Allocated Costs	51,205	101,900	101,900	98,800	-3.04%
990419	FLEET MAINT ALLOCATION	177	1,300	1,300	900	-30.77%
<b>Total Allocations</b>		<b>\$ 51,382</b>	<b>\$ 103,200</b>	<b>\$ 103,200</b>	<b>\$ 99,700</b>	<b>-3.39%</b>
<b>City Manager Total</b>		<b>\$ 1,333,798</b>	<b>\$ 1,904,150</b>	<b>\$ 1,932,150</b>	<b>\$ 1,723,500</b>	<b>-9.49%</b>

## CITY CLERK'S OFFICE (Division No. 125)



## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
City Clerk	36	1.00	1.00	1.00	0.00	1.00	0.00
Deputy City Clerk	28	1.00	1.00	1.00	0.00	1.00	0.00
Executive Assistant	18	1.00	1.00	1.00	0.00	1.00	0.00
Administrative Assistant II	14	0.00	0.00	1.00	0.00	1.00	0.00
Administrative Assistant I*	13	0.00	0.00	0.00	0.00	1.00	1.00
Records Clerk	10	1.00	1.00	1.00	0.00	1.00	0.00
Office Assistant (PT)	10	1.00	1.00	1.00	0.00	1.00	0.00
Office Assistant (PT)	10	1.00	1.00	1.00	0.00	1.00	0.00
<b>TOTAL</b>		6.00	6.00	7.00	0.00	8.00	1.00

\* Added 1-Administrative Assistant I.

**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.

**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 20-21 Key Accomplishments:**

- Continue with an automated public records requests process
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going*
- Continue implementation of a succession plan
  - *Strategic Goal: Other Priority Objectives; Employee Development and Training*
  - *Status: On-going*
- Continuing checks and balances on advertising
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going*
- Continue timely agenda packages
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going*
- Continue checks and balances on public records requests
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going*

### **FY 21-22 Key Goals:**

- Coordinate the 2022 General Elections process for the City
  - *Strategic Goal: Internal and External Communication*
- Continue with an automated public records requests process
  - *Strategic Goal: Internal and External Communication*
- Continue implementation of a succession plan
  - *Strategic Goal: Other Priority Objectives; Employee Development and Training*
- Continue timely agenda packages
  - *Strategic Goal: Internal and External Communication*
- Continuing checks and balances on advertising
  - *Strategic Goal: Internal and External Communication*

### **Key Ongoing Goals:**

- Complete full utilization and “Cloud” hosting of the agenda management system across all platforms
  - *Strategic Goal: Internal and External Communication*
- Continue on the path to becoming 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 1st response to telephonic customer service.
- Provide public information in a reasonable time frame.
- Preserve the integrity of official city records.

### **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
- Hours of maintenance – City's WebPage

<b>Actual FY 2019/20</b>	<b>Estimated FY 2020/21</b>	<b>Budget FY 2021/22</b>
85	100	150
674	750	1,000
13,000	14,000	15,000
650	900	1,100
95,000	110,000	125,000
150	150	150

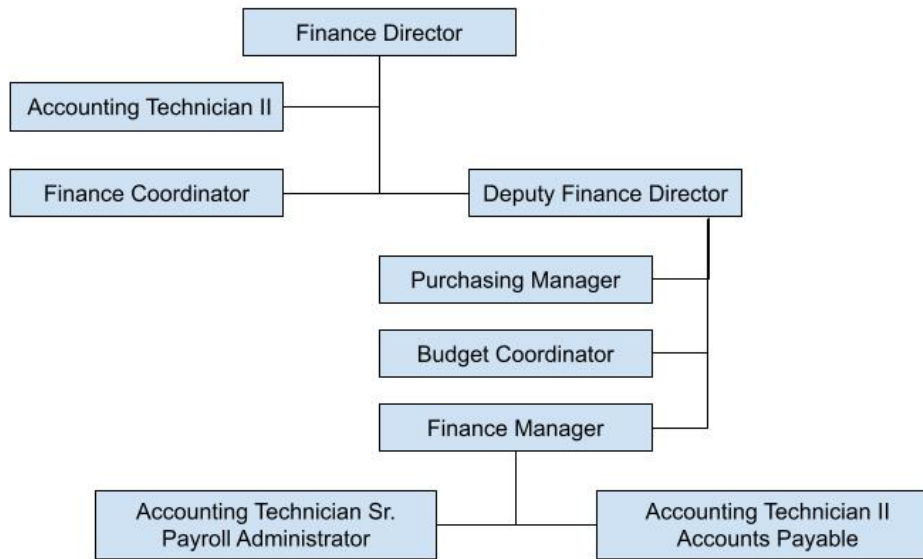
## **DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS**

- The City Clerk's Office continues to be responsible for the overall management of public record requests and maintains an automated system to keep up with technology and the demand for public records requests.
- The City Clerk's Office continues to be responsible for the overall management of City records through the use of on-site storage space and document imaging through the use of optical imaging solutions (software and scanners) providing long-term electronic storage of City documents, thus reducing the number of records stored in paper format.
- The Department has two scanning workstations. 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 DVDs containing imaged information as another means of securing vital City information.
- Continue to provide "first" customer service response via the 2nd-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 year to 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 a new agenda management system, 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 of papers, copying time, and staff costs.

## BUDGET DETAILS

						FY20-21 BUDGET
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	vs. FY21-22 BUDGET
511200	SALARIES & WAGES	226,960	295,400	295,400	346,900	17.43%
511400	OVERTIME	1,347	1,300	1,300	1,300	0.00%
512100	FICA TAXES	16,545	22,700	22,700	26,600	17.18%
512200	RETIREMENT CONTRIBUTIONS	39,362	48,100	48,100	57,500	19.54%
512300	HEALTH/DENTAL/LIFE INSURANCE	40,836	66,500	66,500	86,500	30.08%
512400	WORKERS COMPENSATION	5,392	8,900	8,900	9,700	8.99%
<b>Total Personal Services</b>		<b>\$ 330,442</b>	<b>\$ 442,900</b>	<b>\$ 442,900</b>	<b>\$ 528,500</b>	<b>19.33%</b>
523401	OTHER CONTRACTUAL SVCS-MISC	34,709	34,400	34,400	35,500	3.20%
523402	ORDINANCE CODE/MINUTE INDEXING	5,682	15,000	15,000	15,000	0.00%
523403	RECORDS MANAGEMENT	922	2,500	2,500	2,500	0.00%
523404	SOFTWARE/NETWORK MAINTENANCE	23,480	27,300	28,300	28,500	4.40%
524001	TRAVEL & PER DIEM	-	500	500	500	0.00%
524101	COMMUNICATIONS	600	600	600	600	0.00%
524602	R&M - EQUIPMENT	1,849	2,500	2,500	2,500	0.00%
524605	R&M - OFFICE EQUIPMENT	-	-	-	5,500	100.00%
524904	LEGAL & CLASSIFIED ADS	23,622	27,500	27,500	30,000	9.09%
524919	RECORDING & FILING FEES	11,234	15,000	15,000	15,000	0.00%
524999	OTHER CURRENT CHARGES	-	250	250	-	-100.00%
525101	OFFICE SUPPLIES - GENERAL	5,303	6,000	6,000	8,000	33.33%
525102	FURNITURE & EQUIPMENT	-	3,000	3,000	-	-100.00%
525210	OPERATING SUPPLIES - OTHER	284	400	400	400	0.00%
525400	PUBLICATION-MEMBRSH-TRAIING	1,389	2,700	2,700	3,000	11.11%
<b>Total Operating Expenses</b>		<b>\$ 109,074</b>	<b>\$ 137,650</b>	<b>\$ 138,650</b>	<b>\$ 147,000</b>	<b>6.79%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	17,000	10,000	10,000	11,000	10.00%
<b>Total Transfers</b>		<b>\$ 17,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 11,000</b>	<b>10.00%</b>
990131	IT- Allocated Costs	40,526	44,400	44,400	57,100	28.60%
<b>Total Allocations</b>		<b>\$ 40,526</b>	<b>\$ 44,400</b>	<b>\$ 44,400</b>	<b>\$ 57,100</b>	<b>28.60%</b>
<b>City Clerk Total</b>		<b>\$ 497,042</b>	<b>\$ 634,950</b>	<b>\$ 635,950</b>	<b>\$ 743,600</b>	<b>17.11%</b>

## FINANCE DEPARTMENT (Division No. 130)



## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Finance Director	46	1.00	1.00	1.00	0.00	1.00	0.00
Deputy Finance Director	36	1.00	1.00	1.00	0.00	1.00	0.00
Finance Manager*	31	1.00	1.00	1.00	1.00	2.00	1.00
Purchasing Manager	31	1.00	1.00	1.00	0.00	1.00	0.00
Finance Coordinator	25	1.00	1.00	1.00	0.00	1.00	0.00
Budget Coordinator	25	0.00	0.00	1.00	0.00	1.00	0.00
Payroll Administrator	22	1.00	1.00	1.00	0.00	1.00	0.00
Accounting Technician Senior	17	2.00	1.00	0.00	0.00	0.00	0.00
Accounting Technician II	16	2.00	1.00	1.00	0.00	1.00	0.00
Administrative Assistant II	14	1.00	1.00	1.00	0.00	1.00	0.00
TOTAL		11.00	9.00	9.00	1.00	10.00	1.00

\* Due to Finance Manager retirement, over hired Finance Manager for seamless transactions.

**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, accounts payable, procurement, revenue, business tax receipts, 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.



**Mission Statement:** *“The mission of the Finance Department is to provide responsible management of City financial resources and professional support services to other City departments by maintaining sound internal controls, prudent investment and debt management, and transparent and relevant financial reporting in accordance with Generally Accepted Accounting Principles (GAAP) and ethical standards set by the Government Finance Officers’ Association and Florida Statutes.”*

## **GOALS, OBJECTIVES & PERFORMANCE MEASURES**

### **FY 20-21 Key Accomplishments:**

- Maintain a balanced budget and appropriate reserves
  - *Strategic Goal: Fiscal Issues*
  - *Status: Ongoing*
- Improve the budget process by implementing Personnel Projections Module and automated budget transfer workflow
  - *Strategic Goal: Fiscal Issues*
  - *Status: In Progress*
- Receive GFOA awards for Budget and Annual Comprehensive Financial Reporting
  - *Strategic Goal: Internal and External communication*
  - *Status: Completed for FY2020-21 Budget and FY2019-20 Comprehensive Annual Financial Report*
- Update Financial Policies and Procedures
  - *Strategic Goal: Internal and External Communication*
  - *Status: In Progress*

### **FY 21-22 Key Goals:**

- Maintain a balanced budget and appropriate reserves
  - *Strategic Goal: Fiscal Issues*
- Improve the budget process by implementing Personnel Projections Module and automated budget transfer workflow
  - *Strategic Goal: Fiscal Issues*
- Receive GFOA awards for Budget and Comprehensive Annual Financial Report
  - *Strategic Goal: Internal and External Communication*
- Update Financial Policies and Procedures
  - *Strategic Goal: Internal and External Communication*

### **Key Ongoing Goals:**

- Assist with obtaining funding/reimbursement for major Commission-approved projects and expenditures as appropriate.
- Implement financial system improvements, including cost/staff projections, automated workflows, and an automated time/attendance system.
- Improve and expand on the budget process.
- Maintain, evaluate, and improve internal controls.
- Receive GFOA awards for Budget and Annual Comprehensive Financial Report.

- Improve and expand internal reporting.
- Expand capabilities for automated/electronic receipts and disbursements.

### Key Objectives:

- Produce the City's Annual Comprehensive Financial Report
- Produce a timely and accurate quality annual budget document.
- Conduct an annual physical inventory of all City assets.
- Collect, record, reconcile and track all city funds.
- Perform internal control monitoring procedures:
  - Accounts Payable & Procurement
  - Cash Receipts
  - Credit Card Audits
  - Payroll Audits
- Bi-weekly processing of payroll for City employees.
- Issue annual business tax receipt renewal and late notices.
- Continuous improvement of financial record keeping of the City through the use of technology solutions and regular evaluations of business processes.
- Provide staff training throughout the year to maintain current knowledge and skills.

### 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 (19 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
- Number of local business tax late notice billings
- Number of purchase orders issued
- Number of formal solicitations (bids, RFPs, etc.) processed

<b>Actual FY 2019/20</b>	<b>Estimated FY 2020/21</b>	<b>Budget FY 2021/22</b>
7	7	7
Awarded	Expected	Expected
29	29	29
Completed	On-going	On-going
Awarded	Awarded	Expected
16,363	16,500	16,600
3,818	3,800	3,800
8,943	9,150	9,200
2,406	2,250	2,450
2,908	2,600	2,800
873	920	925
22	32	40

## 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 19/20 Comprehensive Annual Financial Report and has received the GFOA Distinguished Budget Presentation Award for FY 20/21. The Department will strive to continue to meet or exceed the high professional standards required in order to receive these awards.

The City has maintained compliance with all financial requirements of outstanding debt issues.

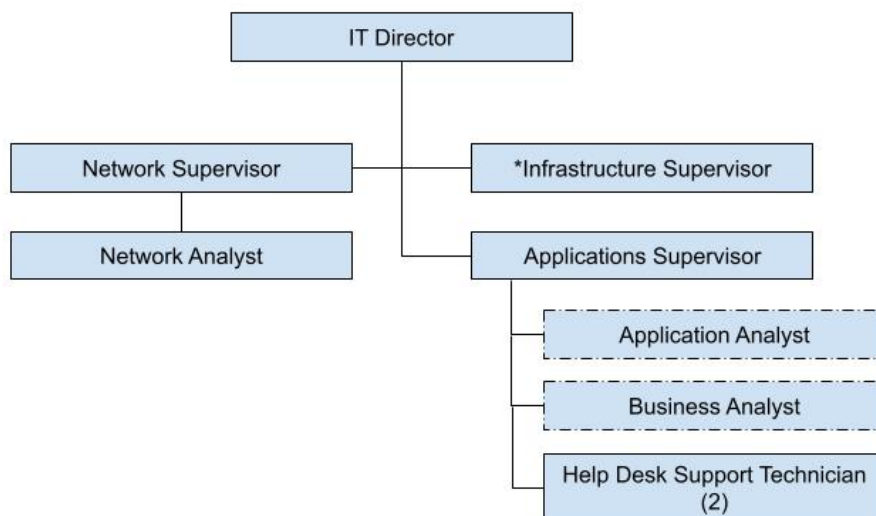
The Department continues to enhance its usage of the City's ERP software. We worked with software developer and other departments to explore improvements and begin implementation.

The Department has and will continue to play an integral role in cost control, budget monitoring, and financial planning for ongoing operations and major projects. Regular monitoring of City finances continues to be a well-established part of the Department's activities, and will be even more important in 2021 and beyond due to the economic effects of the COVID-19 pandemic.

## BUDGET DETAILS

					FY20-21 BUDGET vs. FY21-22 BUDGET	
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
511200	SALARIES & WAGES	671,946	707,100	707,100	886,500	25.37%
511400	OVERTIME	1,323	3,100	3,100	1,000	-67.74%
512100	FICA TAXES	49,304	54,300	54,300	67,900	25.05%
512200	RETIREMENT CONTRIBUTIONS	87,535	97,100	97,100	129,300	33.16%
512300	HEALTH/DENTAL/LIFE INSURANCE	122,920	131,200	131,200	160,200	22.10%
512400	WORKERS COMPENSATION	9,676	13,300	13,300	13,900	4.51%
<b>Total Personal Services</b>		<b>\$ 942,703</b>	<b>\$ 1,006,100</b>	<b>\$ 1,006,100</b>	<b>\$ 1,258,800</b>	<b>25.12%</b>
523101	PROFESSIONAL SERVICES - OTHER	-	100	100	100	0.00%
523202	ACCT&AUDIT-AUDIT SERVICES	59,250	66,000	66,000	66,000	0.00%
523401	OTHER CONTRACTUAL SVCS-MISC	49,038	25,100	25,100	39,400	56.97%
523404	SOFTWARE/NETWORK MAINTENANCE	6,345	7,600	16,400	29,600	289.47%
524001	TRAVEL & PER DIEM	52	4,000	4,000	5,000	25.00%
524101	COMMUNICATIONS	600	600	600	600	0.00%
524602	R&M - EQUIPMENT	2,697	3,200	3,200	3,200	0.00%
524701	PRINTING & BINDING - GENERAL	5,093	6,700	6,700	9,700	44.78%
524999	OTHER CURRENT CHARGES	-	250	250	500	100.00%
525101	OFFICE SUPPLIES - GENERAL	4,270	7,000	7,000	8,000	14.29%
525208	COMPUTER SOFTWARE	4,995	-	14,000	-	0.00%
525400	PUBLICATION-MEMBERSHIP-TRAINING	10,453	20,350	20,350	20,600	1.23%
<b>Total Operating Expenses</b>		<b>\$ 142,793</b>	<b>\$ 140,900</b>	<b>\$ 163,700</b>	<b>\$ 182,700</b>	<b>29.67%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	13,000	7,600	7,600	14,000	84.21%
<b>Total Transfers</b>		<b>\$ 13,000</b>	<b>\$ 7,600</b>	<b>\$ 7,600</b>	<b>\$ 14,000</b>	<b>84.21%</b>
990131	IT- Allocated Costs	69,916	68,200	68,200	88,300	29.47%
<b>Total Allocations</b>		<b>\$ 69,916</b>	<b>\$ 68,200</b>	<b>\$ 68,200</b>	<b>\$ 88,300</b>	<b>29.47%</b>
<b>Fiscal Service Total</b>		<b>\$ 1,168,412</b>	<b>\$ 1,222,800</b>	<b>\$ 1,245,600</b>	<b>\$ 1,543,800</b>	<b>26.25%</b>

## INFORMATION TECHNOLOGY SERVICES DEPARTMENT (Division No. 131)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
IT Director	44	1.00	1.00	1.00	0.00	1.00	0.00
IT Manager	124	1.00	0.00	0.00	0.00	0.00	0.00
IT Supervisor	35	0.00	2.00	2.00	0.00	2.00	0.00
IT Network Administrator	120	1.00	0.00	0.00	0.00	0.00	0.00
IT Applications Administrator	119	1.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Supervisor	27	0.00	0.00	0.00	0.00	1.00	1.00
Network Analyst	27	1.00	2.00	2.00	0.00	1.00	(1.00)
Application Analyst*	27	0.00	0.00	0.00	0.00	1.00	1.00
Business Analyst*	27	0.00	0.00	0.00	0.00	1.00	1.00
Help Desk Support Technician	21	2.00	2.00	2.00	0.00	2.00	0.00
<b>TOTAL</b>		<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>	<b>9.00</b>	<b>2.00</b>

\* Added 1-Application Analyst and 1-Business Analyst. Promoted 1-Network Analyst to Infrastructure Supervisor.

**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.

**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."*

## **GOALS, OBJECTIVES & PERFORMANCE MEASURES**

### **FY 20-21 Key Accomplishments:**

- Improve and expand network security. Implement segmentation and network monitor improvements as recommended by our security consultant
  - *Strategic Goal: Internal and External Communication*
  - *Status: Completed network monitoring and security audits. Segmentation will be ongoing with budgetary approval.*
- Expand the City's metro fiber network to include Lakeshore Community Center and Lombardi Logistics.
  - *Strategic Goal: Internal and External communication*
  - *Status: Completed*
- Consolidate communication costs
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going - Eliminated 3rd party circuits with the fiber ring.*
- Improving the permitting and land development solution through the creation of new forms and reports and retiring the old permitting and land management solution
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going - Assisted in the creation of reports and forms for the new land development solution.*
- Continue to upgrade and replace equipment
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going - Replaced department desktops and laptops Citywide, as well as replaced (2) servers.*
- Expanded City Surveillance System
  - *Strategic Goal: Public Safety*
  - *Completed - Expanded city-operated cameras to Public Works and Festival Park depot.*
- Improve remote operations for Fire Department vehicles
  - *Strategic Goal: Public Safety*
  - *Completed - Installed (22) vehicle modems to manage VCSO connectivity for the Fire Department.*

### **FY 21-22 Key Goals:**

- Improve and expand network security.
  - *Strategic Goal: Public Safety*
- Continue to upgrade and replace equipment
  - *Strategic Goal: Internal and External Communication*
- Upgrade the Permitting and Land Development solution
  - *Strategic Goal: Internal and External Communication*

- Consolidate communication costs
  - *Strategic Goal: Internal and External Communication*
- Expand the city's metro fiber network
  - *Strategic Goal: Internal and External Communication*

### 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

### Key Objectives:

- Continue to evaluate cloud providers for more secure solutions
- Expand 3rd party monitoring of our security solutions to offer a 24/7 SOC.
- Evaluate virtualization platforms to consolidate compute and storage resources.
- Expand network storage to leverage SAN or HCI.
- Upgrade our unified communications platform.

### Key Performance Measures:

- Number of personnel using wireless technology
- Number of user accounts
- Number of devices supported
- Server uptime
- Incidents with ERP software being down for at least a day
- Security breaches
- Number of major infrastructure projects
- Percentage of internet availability
- Percentage of e-mail system availability
- Percentage of phone system availability

Actual FY 2019/20	Estimated FY 2020/21	Budget FY 2021/22
290	295	285
		312
		476
		99.93%
		0
0	0	0
6	4	5
99%	99%	99%
99%	99%	99%
98%	99%	99.999%

## DEPARTMENTAL PERSPECTIVE, TRENDS & HIGHLIGHTS

Information Technology Services Division (ITSD) 2019/2020 accomplishments:

- Continued testing new equipment / processes / procedures to ensure network performance and reliability remains constant or improves.
- Initiated a new Cybersecurity training solution.
- Purchased and deployed educational security program to enhance city employee awareness of all things security related with the goals of having a security policy approved so that staff understands security is everyone's business, and security related information being published on the city's website for citizen engagement and education.
- Upgraded city's ERP platform to the latest version.

- Coordinated the installation of camera's at Public Works and Festival Park.
- Replace (5) switches City Wide for enhanced security.
- Installed cameras at Parks, City Hall and Fire Stations.
- Handled an average of 900 service calls per month.
- Deployed (22) vehicle modems to take over remote connectivity from VCSO to City IT for the Fire Department.
- Working with Deltona Water to replace their SCADA system and improve resiliency and disaster recovery.
- Expanded fiber network to Logistics and Lakeshore.
- Continue working on a replication network between City Hall and Deltona Water.
- 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 to manage the City's Storage Area Network and maintain efficiency in storage growth.
- Installed a new security solution to alert IT staff of "Zero Day" threats to our infrastructure.
- Continue to regularly upgrade our internet security platform's software to stay current with industry threat trends.
- Coordinated with the Volusia County Sheriff's Office to install CAD software to dispatch animal control cases for Enforcement Services.
- 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.
- Working with Fire Department as it searches to replace Fire House platform.
- Continually upgrading / replacing phones according to pre-established schedule
- The Information Technology Services Department 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.

## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
511200	SALARIES & WAGES	490,046	499,100	499,100	641,400	28.51%
511400	OVERTIME	9,637	11,000	11,000	10,000	-9.09%
511500	SPECIAL PAY	3,650	3,700	3,700	3,700	0.00%
512100	FICA TAXES	33,759	39,300	39,300	50,100	27.48%
512200	RETIREMENT CONTRIBUTIONS	45,028	49,000	49,000	68,200	39.18%
512300	HEALTH/DENTAL/LIFE INSURANCE	132,895	138,300	138,300	182,400	31.89%
512400	WORKERS COMPENSATION	7,534	10,400	10,400	12,500	20.19%
<b>Total Personal Services</b>		<b>\$ 722,548</b>	<b>\$ 750,800</b>	<b>\$ 750,800</b>	<b>\$ 968,300</b>	<b>28.97%</b>
523101	PROFESSIONAL SERVICES - OTHER	44,117	79,500	79,500	88,000	10.69%
523404	SOFTWARE/NETWORK MAINTENANCE	457,306	560,000	560,000	766,600	36.89%
524001	TRAVEL & PER DIEM	221	4,800	4,800	4,800	0.00%
524101	COMMUNICATIONS	196,114	242,100	242,100	257,700	6.44%
524602	R&M - EQUIPMENT	42,309	87,300	87,300	73,000	-16.38%
524999	OTHER CURRENT CHARGES	-	250	250	-	-100.00%
525101	OFFICE SUPPLIES - GENERAL	1,193	1,300	1,300	1,500	15.38%
525201	FUEL & OIL	376	700	700	800	14.29%
525202	SMALL TOOLS & EQUIPMENT	1,051	2,400	2,400	2,700	12.50%
525206	UNIFORMS	448	900	900	1,000	11.11%
525208	COMPUTER SOFTWARE	860	-	-	-	0.00%
525210	OPERATING SUPPLIES - OTHER	557	900	900	1,000	11.11%
525400	PUBLICATION-MEMBRSH-P-TRAIING	7,352	11,700	11,700	13,200	12.82%
<b>Total Operating Expenses</b>		<b>\$ 751,904</b>	<b>\$ 991,850</b>	<b>\$ 991,850</b>	<b>\$ 1,210,300</b>	<b>22.02%</b>
990131	IT- Allocated Costs	(1,474,627)	(1,742,850)	(1,742,850)	(2,179,100)	25.03%
990419	FLEET MAINT ALLOCATION	750	200	200	500	150.00%
<b>Total Allocations</b>		<b>\$ (1,473,876)</b>	<b>\$ (1,742,650)</b>	<b>\$ (1,742,650)</b>	<b>\$ (2,178,600)</b>	<b>25.02%</b>
<b>Information Technology Total</b>		<b>\$ 576</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>



## CITY ATTORNEY'S OFFICE (Division No. 140)

### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Legal Assistant	113	1.00	1.00	1.00	0.00	0.00	(1.00)
TOTAL		1.00	1.00	1.00	0.00	0.00	(1.00)

Removed Legal Assistant position in FY21-22.

**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."*

### GOALS, OBJECTIVES & PERFORMANCE MEASURES

#### **FY 20-21 Key Accomplishments:**

- Continue to increase financial efficiency of the department by performing more duties
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going - This is expected to be a long-term practice continuing to last for as long as there is a Legal Department within the City.*
- Continue representation of the City in all legal matters; proactively avoid unnecessary lawsuits
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going - This is a process that will continue without termination or interruption for as far in the future as can be determined, based on what is known now.*

- Coordinate with Building & Enforcement Services to continue with a Foreclosure Registration Ordinance and collect a goal of \$250,000
  - *Strategic Goal: Public Safety*
  - *Status: On-going - This process will continue until there are no more foreclosed or blighted properties within the City.*
- Continue keeping the City in compliance with all applicable laws
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going - This is a process that will continue without termination or interruption for as far in the future as can be determined.*
- Work with Planning and Development Services on all development issues
  - *Strategic Goal: Public Safety*
  - *Status: On-going - These issues will continue to exist or develop as long as we are a City.*
- Work with Public Works on water, wastewater, and reclaimed water issues
  - *Strategic Goal: Public Safety*
  - *Status: On-going - These issues will continue to exist or develop as long as we are a City.*
- Work with Enforcement Services to demolish condemned properties and allow public safety use before demolition
  - *Strategic Goal: Public Safety*
  - *Status: On-going - As foreclosures continue within the City, more and more properties are becoming blighted due to abandonment and the lack of adequate maintenance.*
- Work with Contracts Administrator regarding the location of the City's cell towers and questions as to the use of the City's towers by communication companies
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going*
- Work with the City Clerk's Office on issues regarding public records requests
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going*
- Work with Purchasing staff and Acting City Manager on new purchasing manual requests
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going*
- Continue work dealing with emergency issues
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going - This will be a continuous/regular thing over a long period of time since, due to changes, it needs to be revised and updated periodically.*
- Continue to revise/update applicable Ordinances and Resolutions
  - *Strategic Goal: Internal and External Communication*
  - *Status: On-going - This will be a continuous/regular thing over a long period of time, since Ordinances and Resolutions need to be revised and updated periodically due to changes*

#### **FY 21-22 Key Goals:**

- Continue to increase the financial efficiency of the department by performing more duties
  - *Strategic Goal: Internal and External Communication*
- Continue representation of the City in all legal matters; proactively avoiding unnecessary lawsuits
  - *Strategic Goal: Internal and External Communication*
- Continue to assist in the resolution of issues regarding ADA compliance
  - *Strategic Goal: Public Safety*

- Continue to assist in all labor relations issues
  - *Strategic Goal: Internal and External Communication*
- Maintain the City's compliance with all applicable laws
  - *Strategic Goal: Internal and External Communication*
- Continue working with Building & Enforcement Services to enforce Foreclosure Registration Ordinance and collect associated fees
  - *Strategic Goal: Public Safety*
- Continue working with Building & Enforcement Services regarding the City's Sign Ordinance
  - *Strategic Goal: Internal and External Communication*
- Continue working with Building & Enforcement Services concerning the process or procedure to appeal decisions made by the Building Official
  - *Strategic Goal: Internal and External Communication*
- Work with Enforcement Services to demolish condemned properties and allow public safety use before demolition
  - *Strategic Goal: Public Safety*
- Work with Enforcement Services to enforce orders and correct issues with protecting Special Magistrate at meetings (security) - researching as to the city's past practices and what the County does at the present time
  - *Strategic Goal: Public Safety*
- Work with Planning and Development Services on all development issues
  - *Strategic Goal: Public Safety*
- Work with Public Works on water, wastewater, and reclaimed water issues
  - *Strategic Goal: Public Safety*
- Working to revise/update applicable Ordinances and Resolution
  - *Strategic Goal: Internal and External Communication*
- Continue working on The Center's issues regarding agreements, sports events
  - *Strategic Goal: Internal and External Communication*
- Continue working with the Finance Department regarding issues with accounting for revenue and fiscal procedures for The Center
  - *Strategic Goal: Internal and External Communication*
- Continue working with the Contracts Administrator regarding the location of the City's cell towers and questions as to the use of the City's towers by communication companies
  - *Strategic Goal: Internal and External Communication*
- Continue working with the City Clerk's Office on issues regarding public records requests
  - *Strategic Goal: Internal and External Communication*

### **Key Ongoing Goals:**

- Provide representation for the City in all legal matters in order to proactively avoid unnecessary lawsuits.
- Defend the City to all lawsuits and claims, and provide eminent domain legal services when needed for the acquisition of property for needed projects.
- Work with Public Works on water, wastewater, and reclaimed water issues.
- Provide legal assistance to Planning and Zoning Board.
- Work with Enforcement Services to implement procedures to legally obtain and demolish condemned properties.
- 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 for the Mayor, City Commissioners, City Manager, Directors, 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 the City board upon request.
- Draft ordinances, resolutions, and various agreements/contracts 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 provides high-quality, professional, and timely legal representation to the City, its manager and Commission, divisions and departments, appointed boards, and water/wastewater utilities. The Office renders legal advice; drafts ordinances, resolutions, and contracts; assists in all negotiations, handles labor and employment issues and represents the City in court proceedings.

The Office consists of two components: The City Attorney, a contracted law firm comprised of four highly-qualified local government attorneys, two paralegals, and clerical staff; land acquisitions; and NSP/SHIP property acquisitions in conjunction with Housing & Community Development.

The use of a contracted firm allows the City to address all legal matters without having to hire specialized representation. This organizational structure provides the City with cost-effective and comprehensive legal support.

During FY20-21, the Office assisted the City with numerous distinct legal matters, including:

- Continuation of the foreclosure registration program started by the City Attorney's Office in 2014, resulted in the collection of over \$168,800 in fees for the 2019-20 fiscal year; and an additional \$44,200 collected from October 1, 2020, through March 31, 2021;
- Lien searches resulted in the collection of \$92,375 in fees for the 2019-20 fiscal year; and an additional \$41,350 from October 1, 2020, through March 31, 2021;
- Collections and payoffs for municipal liens resulted in the collection of \$153,435 for the 2019-20 fiscal year; and an additional \$107,162 from October 1, 2020, through March 31, 2021;
- From October 1, 2019, to March 31, 2021, approximately 245 satisfactions and releases of liens;

- From October 1, 2019, to March 31, 2021, approximately 299 municipal liens placements, releases, and satisfactions;
- Numerous and extensive public records requests and subpoenas from various parties, necessitating weekly meetings with Acting City Manager and City Clerk to evaluate the request, ensure compliance with confidentiality requirements, and develop City records request protocol; dealing with time is of the essence parameters and notice for public records policy;
- Continuing discussions as to the development of properties adjacent to the theatre and Project Normandy; other development issues such as necessary infrastructure must be reviewed; Portland industrial park and others;
- Review, approve of offer revisions for over 82 contracts, including The Center agreements, ECHO, CDBG, COVID, and other contracts/or agreements, piggy-back, and other sole sources. We also now check and establish insurance requirements for Risk Manager - this includes both simple template style agreements and complex contracts not using the City's template; reconciling issues, and we also have a number of IT type agreements for software or hardware that now require increased scrutiny;
- Working on issues with independent contractors versus part-time employees;
- Dealing with time-sensitive issues in purchasing and working with Purchasing staff and Acting City Manager on manuals;
- Continued work on purchasing changes;
- Continuing work with Director of Planning & Development Services on zoning questions, title issues, and DA; FEMA questions; also doing plat review and HOA review; numerous potential development requests with multiple issues; title questions; plat questions; cases for and issues with the P&Z; CRA; Comp plan amendments and language;
- Continued research on Comprehensive Plan amendments for P&Z;
- Research continues on municipal liens and tax deeds, drainage deeds, and in general, deed questions. Lot maintenance liens and attorney questions on city policy regarding lit maintenance liens;
- Municipal liens and deeds, including two cases in which the city holds liens on the property and is exploring enforcement options, including foreclosure;
- Budget issues, state funding formula, and other miscellaneous issues that came up; new gas tax formula - use of impact fee and tree ordinance funds;
- House purchases, sales, and closing as part of the Neighborhood Stabilization Programs (NSP) 1 and 3;
- Housing issues, including regulatory compliance, assistance with new and existing Community Development Block Grants (CDBG), and potential Federal disaster assistance funding;
- Fiscal issues related to State funding formulas and rate-setting options for the City's water/wastewater utility;
- Continuing work dealing with emergency issues - pandemic; multiple issues at the City's public meeting - AG Opinion and Governor's Emergency declarations; issues such as public comments and Zoom meetings;
- Continuing meetings with Parks on lingering roof issues with Parks Director and contractor's attorney;
- Continuing research on first amendment issues and claims made by residents;
- Continuing research on panhandling issues;
- Continuing research on pension ordinance; commercial nuisances; multiple subpoenas for firefighters to prepare for;
- Reviewing bonds; due diligence on financing;
- Continued work on the abandonment of Davis Park Alley;

- Continued work and research with HR on social media and sunshine law;
- Research on Florida Emergency orders and legal updates; research on social media and sunshine;
- Research on new legislation from the State regarding food trucks which requires a re-working of the itinerant merchant ordinance;
- Continued work with the Finance Department on budget, millage, and bonds;
- Research on how other cities incorporate criminal codes;
- Research on Department of Labor & COVID-19 questions;
- Assisting working on Corona Virus funds availability to the city and requirements;
- Working on new ordinance - sex offender changes in code needed;
- Research on Constitutional issues, including the Freedom of Information Act; Constitutional issues since Sherriff is now a constitutional officer;
- Working with the Sheriff's Office on gambling issues and commercial nuisances;
- Creating new legislation for commercial nuisances for too many Sheriff or Fire visits of other issues;
- Continuing research on towing issues with the Sheriff;
- Continuing project to work with Sheriffs on issues such as nuisances and crime - blight and First Amendment issues. Reviewing possible code cases to take to foreclosure to force a tough stance on eliminating blight; also working on research into how other cities are handling some of these issues - blight permitting issues. Numerous discussions, emails, and telephone calls with Acting City Manager and all affected departments - again looking for the ability to fashion quick fixes - looking at shortening time frames - direct ticketing and court action where necessary;
- Working on Fire Department Arbitration and Union issues such as transport fees - MOU - meetings scheduled and discussion with arbitrators;
- Working on election issues and use of city facilities;
- Continued research on bond refinancing questions; ex-parte communications;
- Continue work and research on land use cases and development issues;
- Working on insurance questions on contracts and also more oversight on tech contracts using the IT Director;
- Research on regulatory takings; subdivision exemptions;
- Working on vaping advertising ordinance; triangle parcels - appraisals;
- Working on continuing questions regarding animal ordinance; nuisance - non-ad-valorem assessments;
- Continued research on trespass ordinance; questions on road impacts; new eminent domain cases; political signs; review on a news article and incorrect statements made; First Amendment research; ADA issue; code and case law; videotaping; video captioning - DKO issues; BCR issues - continuing; ADA Transition Plan
- Continue working with Public Works on multiple water issues - issues on bill payment and who is the responsible party; probate questions;
- Working on multiple new engineering contracts with a new format; kick-out clauses; recharge; CIP and Budget; eminent domain matters and review of preliminary reports;
- Research on public records exemptions and dealing with threatening requests and safety questions; working on requests that require interpretation of Florida Law - standing meetings and emails and phone conversations;
- Researching questions as to what constitutes a public record and research into draft documents and what may be requested under Florida Statutes;
- Researching questions as to protected information in personnel files and attempting to achieve consistency as to how requests are handled and answered;

- Continue working with the Economic Development Manager about the development opportunities in the City and that of public/private partnership;
- Continue working with cell tower issues; location of the City's towers and questions as to the use of the City's towers by communication companies (Spectrum, Verizon) and fees paid by the City - discussion with the City's consultants and determining how the City can do better on these agreements;
- Working on issues on the sludge - BCR contract; and solutions for termination of contract and recouping costs;
- Continue working on issues regarding garbage; continuing issues with the commercial side of solid waste - implementation stage; commercial waste roll-off and other issues - continuing and multiple issues with commercial waste; lengthy meetings on commercial waste and franchises; issues on commercial waste and recycling;
- Continue working with the City's HR - EEOC complaint - insurance carrier and coverage for firefighters as to Senate Bill - cancer and PTSD; Attorney's Office determines insurance coverage on contract in the absence of a city risk manager and other insurance issues to discuss with the Director and offer recommendations; and
- Assisting Acting City Manager on issues regarding individual personnel matters; a significant number of insurance issues; and requests for telework.

### **Litigation Status:**

Significant cases involving the City, include the following:

*Jimil Muhammed Sheikh v. City of Deltona* - This was a pending suit wherein the *pro se* plaintiff claimed that Volusia County Deputy Sheriffs working in Deltona allegedly wrongfully arrested the plaintiff and he also blamed them for causing him to lose custody of his children. The case was dismissed with prejudice against the Mayor, and the plaintiff filed an amended complaint against the city and the city commission. He also sued the Volusia County Sheriff, claiming him to be the "Chief of Police of Deltona". The city responded with a motion to dismiss. Mr. Sheikh also filed a constitutional challenge to the Florida Rule of Civil Procedure that requires that a complaint contains a short plain statement of the facts of the case. He alleged that a non-represented party is not able to comply with this requirement. The case was transferred to a Duval County judge because a circuit court judge from Volusia County was also sued in the same case. Judgment was granted in favor of the City of Deltona and against Plaintiff on February 24, 2020. Appeal filed by Plaintiff on March 25, 2020. On October 6, 2020, a Final Order was entered and filed in the District Court of Appeal of the State of Florida, Fifth District, that the case was dismissed pursuant to Florida Rule of Appellate Procedure 9.410.

*The Bank of New York Mellon, as Trustee for CIT Mortgage v. City of Deltona* - Very active and many pleadings, documents, etc. This is a mortgage foreclosure suit where the City has a large lien on the property being foreclosed.

*David Foote v. City of Deltona* - This is a 2018 Negligence, Environmental/Toxic Tort case filed against the City. The City's lift station was hit by a lightning - insurance carrier case as to damages but did not provide for legal representation. Very active and many pleadings, documents, discovery - working with staff & Risk Manager.

There are numerous lawsuits pending in which Deltona is joined as a defendant because there is a mortgage foreclosure and the City also has a lien(s) on the property and wishes to secure

payment. These are beginning handled by Fowler, Feeney & Associates, P.A., on behalf of the City.

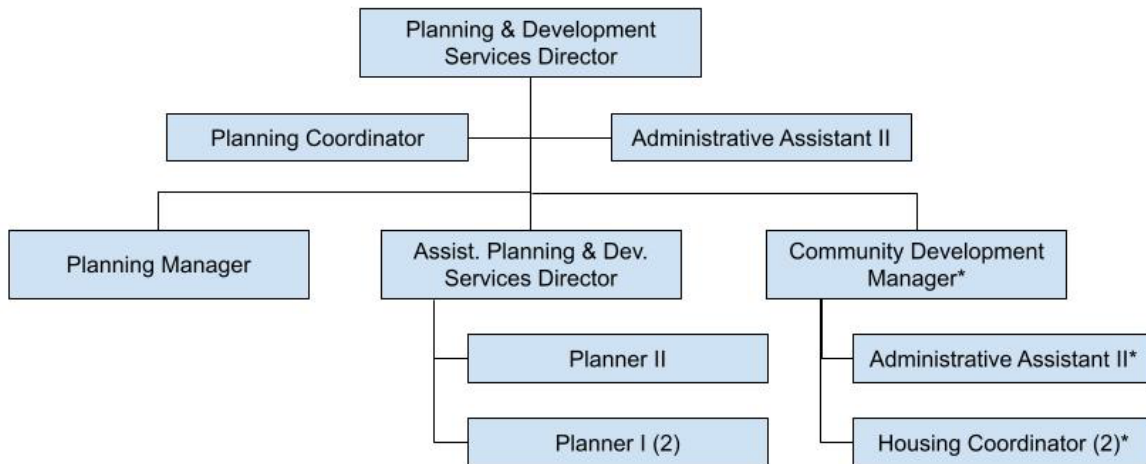
The City Attorney's Office has successfully defended a number of cases and maintain a very limited litigation list. Their involvement in assisting City management has successfully avoided the proliferation of lawsuits.

## BUDGET DETAILS

						FY20-21 BUDGET vs. FY21-22 BUDGET
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
511200	SALARIES & WAGES	60,396	65,300	65,300	-	-100.00%
511400	OVERTIME	714	1,000	1,000	-	-100.00%
512100	FICA TAXES	4,378	5,100	5,100	-	-100.00%
512200	RETIREMENT CONTRIBUTIONS	5,436	6,400	6,400	-	-100.00%
512300	HEALTH/DENTAL/LIFE INSURANCE	11,648	12,200	12,200	-	-100.00%
512400	WORKERS COMPENSATION	1,108	1,500	1,500	-	-100.00%
<b>Total Personal Services</b>		<b>\$ 83,680</b>	<b>\$ 91,500</b>	<b>\$ 91,500</b>	<b>\$ -</b>	<b>-100.00%</b>
523102	GENERAL LEGAL SERVICES	492,800	492,300	492,300	600,000	21.88%
523106	LITIGATION	33,407	11,900	211,900	-	-100.00%
524602	R&M - EQUIPMENT	335	500	500	500	0.00%
524999	OTHER CURRENT CHARGES	-	300	300	-	-100.00%
525101	OFFICE SUPPLIES - GENERAL	106	1,000	1,000	1,000	0.00%
<b>Total Operating Expenses</b>		<b>\$ 526,648</b>	<b>\$ 506,000</b>	<b>\$ 706,000</b>	<b>\$ 601,500</b>	<b>18.87%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	3,000	1,800	1,800	9,000	400.00%
<b>Total Transfers</b>		<b>\$ 3,000</b>	<b>\$ 1,800</b>	<b>\$ 1,800</b>	<b>\$ 9,000</b>	<b>400.00%</b>
990131	IT- Allocated Costs	12,231	13,700	13,700	11,100	-18.98%
<b>Total Allocations</b>		<b>\$ 12,231</b>	<b>\$ 13,700</b>	<b>\$ 13,700</b>	<b>\$ 11,100</b>	<b>-18.98%</b>
<b>City Attorney Total</b>		<b>\$ 625,559</b>	<b>\$ 613,000</b>	<b>\$ 813,000</b>	<b>\$ 621,600</b>	<b>1.40%</b>



## PLANNING AND DEVELOPMENT SERVICES DEPARTMENT (Division No. 155)



*Note: \*Denotes grant funded positions.*

**Functional Duties:** The Planning and Development Services Department (Planning Department) provides services with a wide array of functions associated with land use, land development, policy, infrastructure, and design. Land use functions include comprehensive planning in keeping with state growth management law (long-range planning), implementation of zoning regulations, and the assignment of land development rights. Planning and Development Services is involved heavily in development site design to determine consistency with technical elements and permitting prior to construction with the intent of ensuring functional and sustainable development patterns. The Department is integral to City economic development. Infrastructure planning includes the placement of utilities and the improvement of transportation facilities are also matters involving Planning and Development Services. Concurrency management, land subdivision to legally create lots and subdivide land, ordinance writing to keep land use regulations and policies current, internally consistent, and legally permissible in keeping with federal, state, and local laws are Planning and Development tasks. The Planning Department verifies matters prior to action, ensures quality assurance, and quality control through development review and approval.

The Department is engaged in updating the City's Comprehensive Plan policies, Future Land Use Map, the Official Zoning Map, the Capital Improvements Element and Plan, the Transportation Improvement Plan. Grant writing and assisting in the implementation of environmental regulations are Department responsibilities. The Department also administers federal and state grant funds through the 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). These are funds applied towards purchasing and rehabilitating homes, social service grants, and community facilities such as parks and stormwater management facilities to improve public health. All activities are consistent with State and Federal rules and regulations relating to specific grants.

**Mission Statement:** “The Department of Planning and Development Services is committed to serving the citizens of the City of Deltona by providing the highest quality service and assistance that promotes a better quality-of-life for all residents, visitors, and businesses. The Department exists to effectively plan for the future of the City of Deltona, facilitate 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. Finally, Planning and Development Services is focused on the goal of maintaining a high standard for planning and development throughout the City.”

## PLANNING & DEVELOPMENT SERVICES DEPARTMENT

### PERSONNEL SERVICES SCHEDULE:

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Planning & Dev. Services Director	130	1.00	1.00	1.00	0.00	1.00	0.00
Assist. Planning & Dev. Services Director	126	1.00	1.00	1.00	0.00	1.00	0.00
Planning Manager	124	1.00	1.00	1.00	0.00	1.00	0.00
Planner II	121	1.00	1.00	1.00	0.00	1.00	0.00
Community Development Manager*	121	1.00	1.00	1.00	0.00	1.00	0.00
Community Development Supervisor	120	0.00	0.00	0.00	0.00	0.00	0.00
Project Leader ADA Compliance**	119	0.00	1.00	0.00	0.00	0.00	0.00
Community Dev. Financial Analyst	119	0.00	0.00	0.00	0.00	0.00	0.00
GIS Analyst	115	1.00	0.00	0.00	0.00	0.00	0.00
Planner I	114	1.00	2.00	2.00	0.00	2.00	0.00
Planning Coordinator	113	1.00	1.00	1.00	0.00	1.00	0.00
Housing Coordinator*	112	2.00	2.00	2.00	0.00	2.00	0.00
Administrative Assistant II	109	0.00	1.00	1.00	0.00	1.00	0.00
Administrative Assistant II*	109	1.00	1.00	1.00	0.00	1.00	0.00
<b>TOTAL</b>		<b>11.00</b>	<b>13.00</b>	<b>12.00</b>	<b>0.00</b>	<b>12.00</b>	<b>0.00</b>

\* Grant funded position through CDBG, SHIP & NSP programs.

## GOALS, OBJECTIVES & PERFORMANCE MEASURES

### **FY 20-21 Key Accomplishments:**

- Continued to manage various grant funding opportunities (TPO and ECHO)
  - *Strategic Goal: Fiscal Issues – maximize alternative funding sources.*
  - *Status: Completed Phase I of Blue Heron Park funded by ECHO; Closed out the Event Yard at the Center ECHO grant; finished the Three Island Lakes Eco-project, and were awarded an ECHO grant for Rookery Park and phase II of Blue Heron Park.*
- Completed the construction of the Tivoli Dr. intersection improvements
  - *Strategic Goal: Fiscal Issues – Transportation/CIP.*
  - *Status: Completed May of 2020.*

- Continued to process non-residential development project applications
  - *Strategic Goal: Economic Development.*
  - *Status: Portland Industrial Park under review in 2020 and 2021. Zoning entitlements are anticipated to be granted in the summer of 2021.*
- Processed rezoning requests for approximately 1,000 residential units
  - *Strategic Goal: Create more diversified and high-quality housing opportunities.*
  - *Status: Enterprise Osteen Rd. West Future Land Use Map approved and rezoning request for Hickory Lakes Preserve RPUD (Enterprise Osteen West) under review (189 units). Three Island Lakes South RPUD rezoning approved (approx. 60 units). Approved or are reviewing multi-family site plans consisting of over 460 units proposed.*
  - *Plats under review include Courtland Park, Osprey Landing, and Vineland Reserve – approximately 680 units.*
  - *Hampton Oaks final plat approved – 259 units.*
- Was a primary Department in the processing, review, and approval of the 1.4 million-square-foot Amazon project
  - *Strategic Goal: Economic Development.*
  - *Status: Amazon project built and in operation by the end of September 2020.*
- Continued to provide basic repair assistance for very-low and low-income households CDBG/SHIP.
  - *Strategic Goal: Economic Development – Create more diversified and high-quality housing opportunities; and Infrastructure.*
  - *Status: Initiated or completed 14 home rehabilitation projects.*
- Provided funding to address homelessness during the initial crisis period.
  - *Strategic Goal: Economic Development – Create more diversified and high-quality housing opportunities.*
  - *Status: The City has allocated approximately \$30,000 to the West Volusia Neighborhood Center to assist 40 people in the first response to the homelessness program.*
- Provided rental and utility assistance for very-low and low-income households (CDBG program).
  - *Strategic Goal: Economic Development – Create more diversified and high-quality housing opportunities.*
  - *Status: City worked with New Hope Ministries and the West Volusia Neighborhood Center to provide rental and utility assistance. To date, the City has allocated \$50,000 for this effort.*
- Completed the rehab of all NSP1 homes and NSP3 awaiting a closeout.
  - *Strategic Goal: Economic Development – Create more diversified and high-quality housing opportunities; and Infrastructure.*
  - *Status: Only one NSP 1 house remains. It should be sold by the summer of 2021. All other NSP properties are sold. After COVID relief is managed, initiating the closeout of NSP programs will commence.*
- Continued to support local non-profit organizations that provide services to Deltona residents CDBG.
  - *Strategic Goal: Economic Development – Create more diversified and high-quality housing opportunities, and infrastructure.*
  - *Status: City will distribute approximately \$85,000 of CDBG funds to support public services providing elder care, addressing child welfare, and homelessness prevention.*

- Assisted in the City response to COVID-19.
  - *Strategic Goal: Internal and External Communication – Social services.*
  - *Status: Planning and Development Services has been a primary team member in the dissemination of over \$700,000 in CARES Act COVID-19 relief funds to provide rental, mortgage, and utility assistance.*

## **FY 21-22 Key Goals:**

- Update the City's Concurrency Management System and associated impact fees.
  - *Strategic Goal: Fiscal Issues – Capital Improvements Program*
- Participate in community scoping to review select land development requirements.
  - *Strategic Goal: Internal/External Communication – Continuing partnerships*
- Initiate various transportation studies within the City to include traffic counts.
  - *Strategic Goal: Infrastructure – Transportation CIP*

## **Key Ongoing Goals:**

- Comprehensive Planning – Long Range Planning
  - Ensure the City of Deltona is legally compliant with State growth management laws.
    - *Strategic Goal: Internal/External Communication – Continuing partnerships*
  - Keep the Capital Improvements Element current annually.
    - *Strategic Goal: Fiscal Issues – Capital Improvements Program*
  - Ensure that the City's Official Future Land Use Map and Zoning Map are current and consistent.
    - *Strategic Goal: Economic Development – Customer Service*
  - Provide functional classifications for the city's roadway network and maintain sound transportation methodologies consistent with the regional transportation planning organization and roadway network.
    - *Strategic Goal: Infrastructure – Transportation CIP*
  - Support economic development and strategic planning efforts to ensure the City is sustainable for the next 20 plus years and has the appropriate plans and achievable measures in place to implement economic development goals.
    - *Strategic Goal: Economic Development – Business Niche*
  - Provide special analyses, studies, and write policies to keep the City functional and work with the Planning and Zoning Board to implement this objective.
    - *Strategic Goal: Internal and External Communication – Continuing Partnerships*
  - Prepare for a major update to the City Comprehensive Plan.
    - *Strategic Goal: Internal and External Communication – Continuing Partnerships*
- Current Planning – Zoning, Development Review, Permitting, and Subdivision Regulations.
  - Ensure the legal process of development review, land subdivision, and land development activities are effectively administered and maintained. Complete the development review process in a statutorily compliant manner including the recordation of required documents and plats.
    - *Strategic Goal: Economic Development – Customer Service*
  - Provide an expeditious and predictable process for a thorough review of technical plans and permits facilitating functional and integrated development patterns.
    - *Strategic Goal: Internal and External Communication – Continuing Partnerships*
  - Afford ample due public notice to provide an opportunity for the public to be included in the planning process.

- *Strategic Goal: Internal and External Communications – Contact agencies and review mailing lists*
  - Continue to review and process development proposals to yield sustainable, ecologically sound development patterns.
    - *Strategic Goal: Economic Development: Diverse and high-quality housing projects*
  - Continue to review non-residential development proposals which provide a wider range of goods and services and improve local employment options.
    - *Strategic Goal: Internal and External Communication – Continuing Partnerships*
  - Continue to implement City zoning regulations and update such regulations as needed to address changing times and community expectations.
    - *Strategic Goal: Internal and External Communication – Customer Service*
- Transportation
  - Promote multi-modal forms of transportation and accessibility for the disabled within the Americans with Disabilities Act (ADA).
    - *Strategic Goal: Fiscal Issues – Transportation CIP*
  - Actively participate in the River to Sea Transportation Planning Organization (TPO) process and coordinate with committees and special interest groups.
    - *Strategic Goal: Internal and External Communication – Continue to partner*
  - Practice sound intergovernmental coordination with all transportation agencies to ensure the best roadway network for the city.
    - *Strategic Goal: Fiscal Issues – Transportation CIP*
  - Employ scientific verifiable and reliable methods regarding transportation analysis.
    - *Strategic Goal: Fiscal Issues – Transportation CIP*
  - Assist in the management of TPO grant funding sources to offset fiscal impacts on major capital improvement programs in developing and maintaining the City's infrastructure.
    - *Strategic Goal: Fiscal Issues – Transportation CIP*
  - Employ a system of both planned and programmed improvements linking the City's Comprehensive Plan Transportation Element to the physical construction of roadways.
    - *Strategic Goal: Fiscal Issues – Transportation CIP*
  - Advocate for economic development-oriented roadway improvements such as a full interstate interchange at the I-4 and Rhode Island Av. junction and the extension of the Rhode Island Av. corridor east of N. Normandy Blvd. to link to Howland Blvd.
    - *Strategic Goal: Economic Development – Create a business niche*
- 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).
    - *Strategic Goal: Economic Development – Diversified and high-quality housing*
  - Continue to promote and steward CDBG funds to support well-positioned social service groups that operate within the City for the betterment of the community.
    - *Strategic Goal: Internal and External Communication – Social service assessment*
  - Provide an alternative funding source for residents that are unable to finance 100% of the repairs to their homes to address life-safety issues, such as roofing, HVAC, septic tank, electrical, and structural matters. Administer these funds through CDBG and SHIP affordable housing grants for this purpose.
    - *Strategic Goal: Economic Development – Diversified and high-quality housing*
  - Upgrade city facilities, promote greater public health, safety, welfare, and remove architectural barriers to make the City more accessible and user-friendly for all residents,

particularly those within areas of the greatest need, as defined by the federal and state governments.

- *Strategic Goal: Infrastructure – Transportation CIP*
- Utilize the CDBG funds for community-wide benefits (i.e. for park equipment improvements, ADA-compliant sidewalks, and stormwater management facilities).
  - *Strategic Goal: Infrastructure – Expand park facilities*
- Work with the Affordable Housing Advisory Committee (AHAC) to achieve statutory goals.
  - *Strategic Goal: Internal and External Communication – Assessment for social services*
- Continue to provide COVID assistance through the CARES Act or subsequent legislation.
  - *Strategic Goal: Internal and External Communication – Continue to Partner*

### **Key Objectives:**

- Review various land use and development proposals within the City to ensure sustainable and compatible development.
- Continue to assist in the administration of the Community Redevelopment Area in conjunction with the Office of Economic Development.
- Initiate the City of Deltona Comprehensive Plan Evaluation and Appraisal Report.
- Continue to actively rank and recommend for the purposes of funding social service providers.
- Initiate the close-out of both the NSP 1 and NSP 3 programs.
- Apply CDBG grant funds to Parks and Public Works Department projects.
- Continue to provide assistance with CARES Act COVID-19 relief money in an appropriate manner.
- Prepare to address new COVID-19 relief activities resulting from Federal government action.

### **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 FY2019/20</b>	<b>Estimated FY2020/21</b>	<b>Budget FY2021/22</b>
17	20	25
7,125	7,500	8,550
3,750	3,250	4,500
1	1	1
15	12	10
10	10	15
300	375	350

## **DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS**

The performance perspective, trends, and highlights for the Planning and Development Services Department focuses on the categories of design, land development, real estate, demographics, economic development, geographic information systems (GIS), infrastructure, housing assistance/federal grant administration, concurrency management, and impact fees.

For the Department, FY 20/21 was a year associated with a wide range of work products and closure on important projects. Notwithstanding COVID, development activity within the City was robust. There were numerous efforts to entitle land and construction started on several residential projects including Hampton Oaks and Courtland Park.

A significant non-residential development milestone was the completion and opening of the Amazon distribution facility. Smaller non-residential developments include the approval of a cardiac facility on Dr. Martin Luther King Jr. Blvd.

The meeting schedules of various boards and committees were impacted by COVID events. However, Planning and Development Services was able to balance the need to continue to advance projects through the public hearing process while protecting the public. Active boards and committees included the Planning and Zoning Board and the Development Review Committee. The scope membership profile of the Affordable Housing Advisory Committee (AHAC) was changed by the Florida Legislature in 2020. The AHAC will be reviewing impediments to affordable housing, a statutory requirement, starting in the Spring of 2021.

Projects closed out include the event lawn at The Center at Deltona and the Three Island Lakes Eco-park. Both are Volusia County ECHO projects. Also, a major intersection improvement project associated with the intersections of Tivoli Dr. and Providence Blvd., and Tivoli Dr., and Saxon Blvd. was finished and closed out.

The Planning Department was involved in several grants. These grants included Volusia County ECHO applications. Two Volusia County ECHO grants were for eco-tourism-oriented park improvements on Blue Heron Phase II and Rookery Park with an award totaling almost \$400,000. The other two ECHO grants included basketball court improvements at Festival Park and the addition of outside exercise equipment at Wes Crile Park. The two park projects total \$500,000 in improvements. All four projects combined represent an almost \$1.3 million capital investment. The Planning Department continues to assist the City Manager's office in the management of the City's Community Redevelopment Area (CRA).

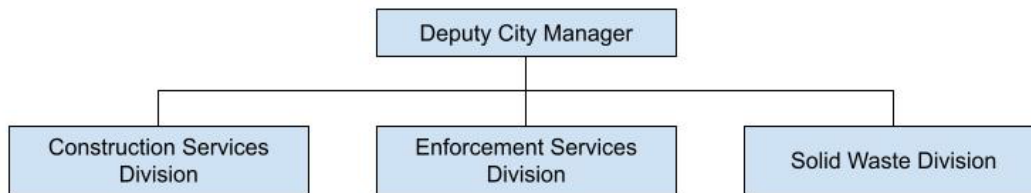
Within the Planning Department, the Community Development Section, the State Strategic Housing Initiatives Partnership (SHIP), Federal Neighborhood Stabilization Program (NSP), and Community Development Block Grant (CDBG) programs are administered. However, during FY 20/21, the main mission of the Community Development Division has been administering CARES Act COVID relief money. The City has spent in excess of \$700,000 in COVID funding. A good portion of this money included the provision of mortgage, rent and utility assistance for those that suffered COVID related economic hardships. There is anticipation, depending on the nature of Federal legislation, there could be more COVID oriented relief allocated to the City. These allocations, in all likelihood, require City administration.

## BUDGET DETAILS

				FY20-21		FY20-21
				BUDGET		vs.
				FY21-22		FY21-22
OBJECT		FY19-20	FY20-21	REVISED	BUDGET	BUDGET
NO.	DESCRIPTION	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET
511200	SALARIES & WAGES	573,338	542,400	542,400	602,900	11.15%
511400	OVERTIME	149	1,000	1,000	1,000	0.00%
512100	FICA TAXES	40,624	41,600	41,600	46,200	11.06%
512200	RETIREMENT CONTRIBUTIONS	69,909	73,700	73,700	85,400	15.88%
512300	HEALTH/DENTAL/LIFE INSURANCE	146,114	131,200	131,200	153,700	17.15%
512400	WORKERS COMPENSATION	10,045	19,200	19,200	16,600	-13.54%
519999	SALARY CONTRA ACCOUNT	(193,269)	-	-	-	0.00%
<b>Total Personal Services</b>		<b>\$ 646,910</b>	<b>\$ 809,100</b>	<b>\$ 809,100</b>	<b>\$ 905,800</b>	<b>11.95%</b>
523101	PROFESSIONAL SERVICES - OTHER	6,762	80,000	80,000	350,000	337.50%
523404	SOFTWARE/NETWORK MAINTENANCE	514	1,300	1,600	1,900	46.15%
524001	TRAVEL & PER DIEM	294	200	200	500	150.00%
524101	COMMUNICATIONS	(11)	-	-	-	0.00%
524602	R&M - EQUIPMENT	2,940	6,500	6,500	6,500	0.00%
524701	PRINTING & BINDING - GENERAL	1,697	1,200	1,200	1,200	0.00%
524801	PROMOTIONAL ACTIVITIES	50	500	500	500	0.00%
524999	OTHER CURRENT CHARGES	-	250	250	-	-100.00%
525101	OFFICE SUPPLIES - GENERAL	3,376	3,500	3,200	4,000	14.29%
525102	FURNITURE & EQUIPMENT	2,119	1,000	1,000	3,000	200.00%
525202	SMALL TOOLS & EQUIPMENT	-	-	-	100	100.00%
525206	UNIFORMS	187	300	300	300	0.00%
525208	COMPUTER SOFTWARE	2,180	400	400	900	125.00%
525400	PUBLICATION-MEMBRSH-P-TRAI	2,542	3,650	3,650	5,100	39.73%
<b>Total Operating Expenses</b>		<b>\$ 22,650</b>	<b>\$ 98,800</b>	<b>\$ 98,800</b>	<b>\$ 374,000</b>	<b>278.54%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	15,000	8,800	8,800	15,000	70.45%
<b>Total Transfers</b>		<b>\$ 15,000</b>	<b>\$ 8,800</b>	<b>\$ 8,800</b>	<b>\$ 15,000</b>	<b>70.45%</b>
990131	IT- Allocated Costs	82,512	98,000	98,000	133,200	35.92%
<b>Total Allocations</b>		<b>\$ 82,512</b>	<b>\$ 98,000</b>	<b>\$ 98,000</b>	<b>\$ 133,200</b>	<b>35.92%</b>
<b>Planning &amp; Development Service Total</b>		<b>\$ 767,072</b>	<b>\$ 1,014,700</b>	<b>\$ 1,014,700</b>	<b>\$ 1,428,000</b>	<b>40.73%</b>



## 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."*

## GOALS, OBJECTIVES & PERFORMANCE MEASURES

### FY20-21 Key Accomplishments:

- Hire two Building Inspectors and one Plans Examiner for the vacant positions.
  - *Strategic Goal: Public Safety*
  - *Status: Ongoing - Positions have been posted*
- Increase pro-active Code Enforcement patrols to address Quality of Life violations within communities.
  - *Strategic Goal: Public Safety*
  - *Status: Ongoing - Staff short of three officers forcing proactive patrols to address created cases*
- Complete Training and renew licensure for Enforcement Service Officers.
  - *Strategic Goal: Customer Service*
  - *Status: Agencies that offer training for Enforcement and Animal Control Officers were closed most of the year due to Covid-19*
- Training of all customer service personnel (i.e. diversity, de-escalation, etc.)
  - *Strategic Goal: Improve Customer Service*
  - *Status: Agencies that offer customer service training were closed most of the year due to Covid-19*
- Complete SOP's for Code Enforcement and re-training all officers in policies, procedures, and customer service.
  - *Strategic Goals: Improve Customer Service*
  - *Status: Ongoing - New Officers have been training with Supervisors*

### FY21-22 Key Goals:

- Hire 6 Code Enforcement Officers and fill out the 3 vacant positions
  - *Strategic Goal: Public Safety*
- Continue to increase pro-active Code Enforcement patrols to address Quality of Life violations within communities
  - *Strategic Goal: Public Safety*
- Increase efficiency of the permitting software program to provide more online access through our customer service portal
  - *Strategic Goal: Public Safety - Internal and external communications*
- Purchase 2 new trucks for Code Enforcement Officers due to the increase of staff
  - *Strategic Goal: Public Safety*

### 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*
- Decrease spending on impounding animals through education and alternate methods of enforcing codes
  - *Strategic Goal: Fiscal Issues*
- Continue the Abandoned Home demolition Program to remove eyesores and support the City's beautification program
  - *Strategic Goal: Public Safety - Beautification and Strengthen Code Enforcement*

- Increase measurable community support between Enforcement Services and Residents
  - *Strategic Goal: Public Safety - Beautification and Strengthen Code Enforcement*

#### **Key Objectives:**

- Increase the Department's efficiency and the City's appearance by adding more officers and involving the community in this process
- Increase the effectiveness of Building and Enforcement staff through training and education

#### **Key Performance Measures:**

- Number of Building Permits applied for
- Number of Code Enforcement calls for services
- Number of Building Inspections

<b>Actual FY 2019/20</b>	<b>Estimated FY 2020/21</b>	<b>Budget FY 2021/22</b>
9,150	9,150	10,930
10,891	12,356	14,712
17,900	19,000	26,500

### **DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS**

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

- Increase 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 maintain next-day inspections by utilizing a multi-licensed plan review and inspection staff.

We are providing all types of permits online through self-service for contractors. With this new program, contractors can apply for permits, pay all fees related to the permit (permit costs and re-inspections) and have the permit issued, all online, saving the customer time and money. We continue to track and abate nuisances at foreclosed homes. Made changes to allow for the collection of the cost associated with the clean-up of nuisances over \$1,500 to be collected by a non-ad-valorem assessment by including such assessments on the tax bills issued for the collection of ad valorem taxes. We continue to work with 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:

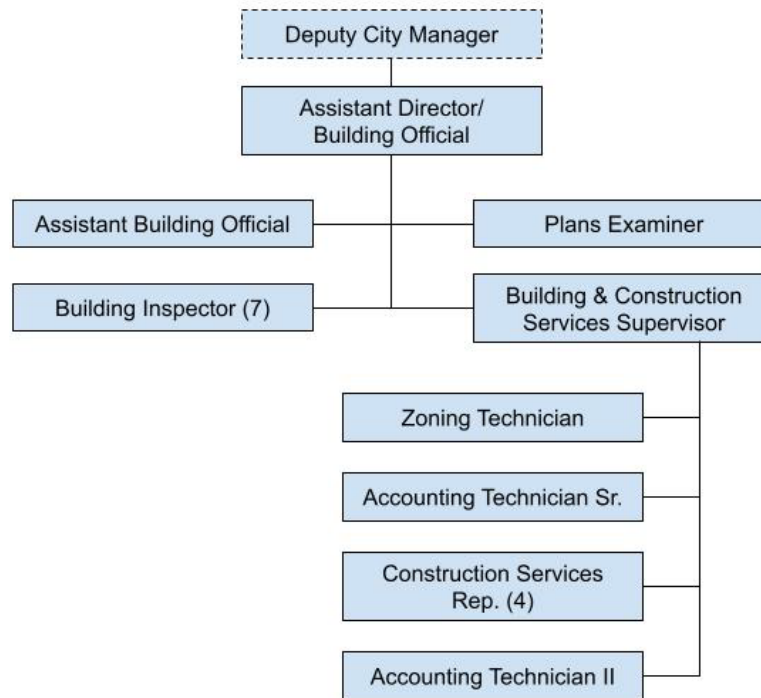
<b>Permit Type</b>	<b>Actual FY 18/19</b>	<b>Actual FY 19/20</b>	<b>FY 20/21 (Oct. – Apr.)</b>
Building Commercial – New	6	6	2
Building Commercial Related	265	174	105
Building Commercial Fire Related	34	64	26
Building Commercial Engineering Related (R.O.W., Site)	92	99	72
Building Residential – New SFR	344	437	236
Building Residential Related (Plumbing, Electrical, Gas, etc.)	3,040	2,348	1,142
Sheds Residential	264	314	167

Reroofs Residential	1,863	2,024	1,276
Fences Residential	544	806	401
Pools Residential	88	134	70
Signs	37	42	16
Others (Miscellaneous)	8	1,398	1,908
<b>TOTAL</b>	<b>6,585</b>	<b>7,846</b>	<b>5,421</b>

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

<b>Case Type</b>	<b>Actual FY 18/19</b>	<b>Actual FY 19/20</b>	<b>FY 20/21 (Oct. – Apr.)</b>
Animal Tags	1,917	2,136	319
Animal Cases	2,541	2,006	1,092
Animals Impounded	469	458	231
Home Business	42	86	50
Vehicles	1,849	2,296	3,509
Lot/Property Maintenance	2,161	2,289	776
Building Violation	390	726	500
Signs	24	25	8
Solid Waste	785	817	440
Zoning	16	52	50
<b>TOTAL</b>	<b>10,194</b>	<b>10,891</b>	<b>6,975</b>

**BUILDING AND ENFORCEMENT SERVICES DEPARTMENT  
CONSTRUCTION SERVICES DIVISION (Division No. 157)**



**PERSONNEL SERVICE SCHEDULE**

*Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Deputy City Manager*	54	1.00	1.00	1.00	0.00	0.00	(1.00)
Assistant City Manager	54	1.00	0.00	0.00	0.00	0.00	0.00
Assistant Director/Building Official	35	1.00	1.00	1.00	0.00	1.00	0.00
Assistant Building Official	35	1.00	1.00	1.00	0.00	1.00	0.00
Plans Examiner**	22	0.00	0.00	1.00	0.00	2.00	1.00
Plans Examiner (IT)	22	1.00	1.00	0.00	0.00	0.00	0.00
Building Inspector	22	5.00	7.00	7.00	0.00	7.00	0.00
Building & Const. Services Supervisor	20	1.00	2.00	1.00	0.00	1.00	0.00
Accounting Technician Senior	17	0.00	1.00	1.00	0.00	1.00	0.00
Building Inspector/Apprentice	22	2.00	0.00	0.00	0.00	0.00	0.00
Accounting Technician II	16	0.00	1.00	1.00	0.00	1.00	0.00
Zoning Technician	15	1.00	1.00	1.00	0.00	1.00	0.00
B&ES Customer Service Rep.	13	4.00	4.00	4.00	0.00	4.00	0.00
<b>TOTAL</b>		<b>18.00</b>	<b>20.00</b>	<b>19.00</b>	<b>0.00</b>	<b>19.00</b>	<b>0.00</b>

\* Deputy City Manager position budgeted in the City Manager division.

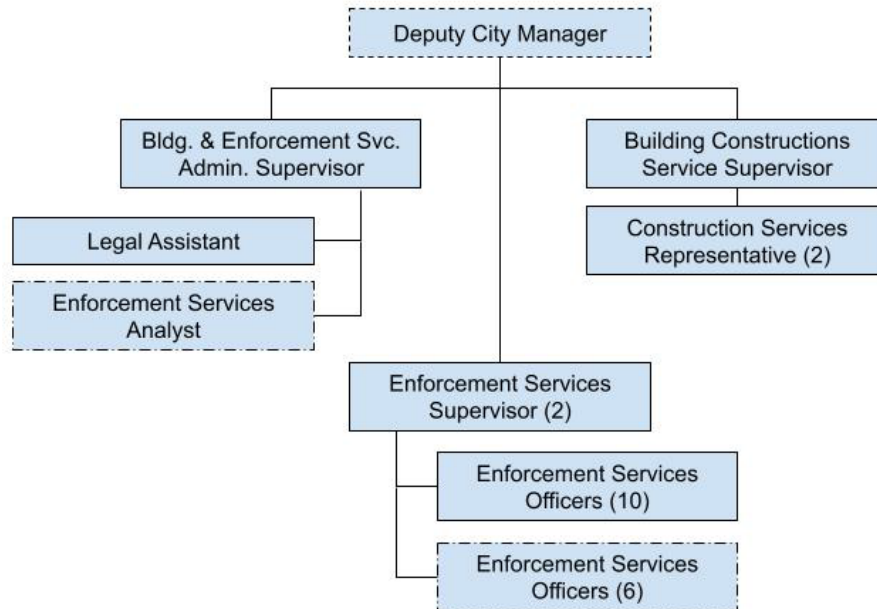
\*\* Added 1-Plans Examiner.

**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.

## BUDGET DETAILS

						FY20-21 BUDGET
				FY20-21 REVISED BUDGET	FY21-22 BUDGET	vs. FY21-22 BUDGET
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY21-22 BUDGET
511200	SALARIES & WAGES	876,951	946,500	889,800	1,134,200	19.83%
511400	OVERTIME	2,534	7,500	7,500	3,000	-60.00%
512100	FICA TAXES	62,253	73,000	83,000	87,000	19.18%
512200	RETIREMENT CONTRIBUTIONS	96,579	112,300	125,300	132,400	17.90%
512300	HEALTH/DENTAL/LIFE INSURANCE	227,380	245,600	273,600	318,200	29.56%
512400	WORKERS COMPENSATION	19,647	27,100	27,100	26,400	-2.58%
<b>Total Personal Services</b>		<b>\$ 1,285,344</b>	<b>\$ 1,412,000</b>	<b>\$ 1,406,300</b>	<b>\$ 1,701,200</b>	<b>20.48%</b>
523101	PROFESSIONAL SERVICES - OTHER	-	-	11,700	-	0.00%
523401	OTHER CONTRACTUAL SVCS-MISC	89,827	152,600	317,600	176,800	15.86%
524001	TRAVEL & PER DIEM	-	5,000	5,000	5,000	0.00%
524101	COMMUNICATIONS	5,531	11,000	11,000	11,000	0.00%
524602	R&M - EQUIPMENT	3,244	3,500	3,500	3,500	0.00%
524701	PRINTING & BINDING - GENERAL	-	400	400	800	100.00%
524999	OTHER CURRENT CHARGES	-	250	250	300	20.00%
525101	OFFICE SUPPLIES - GENERAL	3,991	4,000	4,000	4,000	0.00%
525201	FUEL & OIL	10,453	18,000	18,000	18,000	0.00%
525202	SMALL TOOLS & EQUIPMENT	-	2,500	12,500	3,500	40.00%
525206	UNIFORMS	1,722	4,000	4,000	9,200	130.00%
525210	OPERATING SUPPLIES - OTHER	283	900	900	3,900	333.33%
525400	PUBLICATION-MEMBRSH-P-TRAINING	7,945	16,400	16,400	19,600	19.51%
<b>Total Operating Expenses</b>		<b>\$ 122,995</b>	<b>\$ 218,550</b>	<b>\$ 405,250</b>	<b>\$ 255,600</b>	<b>16.95%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	65,000	38,200	38,200	75,000	96.34%
<b>Total Transfers</b>		<b>\$ 65,000</b>	<b>\$ 38,200</b>	<b>\$ 38,200</b>	<b>\$ 75,000</b>	<b>96.34%</b>
990131	IT- Allocated Costs	145,400	161,100	161,100	209,300	29.92%
990419	FLEET MAINT ALLOCATION	3,524	6,600	6,600	5,500	-16.67%
<b>Total Allocations</b>		<b>\$ 148,924</b>	<b>\$ 167,700</b>	<b>\$ 167,700</b>	<b>\$ 214,800</b>	<b>28.09%</b>
<b>Construction Service Total</b>		<b>\$ 1,622,263</b>	<b>\$ 1,836,450</b>	<b>\$ 2,017,450</b>	<b>\$ 2,246,600</b>	<b>22.33%</b>

**BUILDING AND ENFORCEMENT SERVICES DEPARTMENT**  
**ENFORCEMENT SERVICES DIVISION (Division No. 196)**



**PERSONNEL SERVICE SCHEDULE**

*Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Building & Enforcement Services Director	133	1.00	0.00	0.00	0.00	0.00	0.00
Enforcement Services Supervisor	21	2.00	2.00	2.00	0.00	2.00	0.00
Bldg & Enf Svcs Administrative Sup.	21	1.00	1.00	1.00	0.00	1.00	0.00
Legal Assistant	19	1.00	1.00	1.00	0.00	1.00	0.00
Enforcement Services Officer*	16	10.00	10.00	10.00	0.00	16.00	6.00
Customer Service Rep.	13	2.00	2.00	2.00	0.00	2.00	0.00
Enforcement Analyst**	12	0.00	0.00	0.00	0.00	1.00	1.00
<b>TOTAL</b>		<b>17.00</b>	<b>16.00</b>	<b>16.00</b>	<b>0.00</b>	<b>23.00</b>	<b>7.00</b>

\* Added 6- Enforcement Services Officer.

\*\* Added 1-Enforcement Analyst.

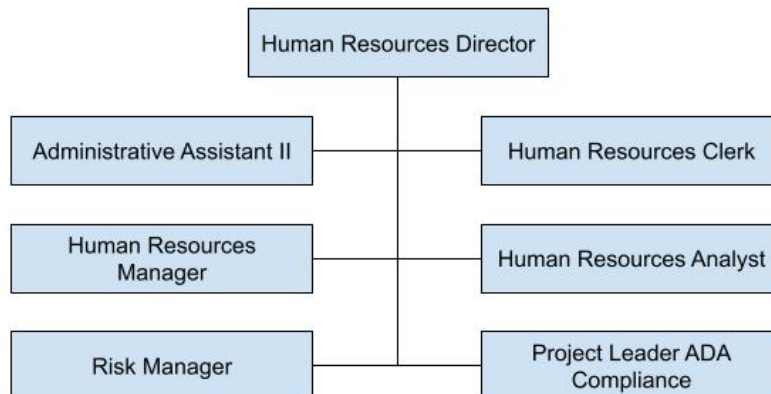
**Functional Duties:** The Enforcement Services Division performs inspections and enforcement of applicable codes along with protecting citizens by controlling the City's animal population.

## BUDGET DETAILS

						FY20-21 BUDGET vs. FY21-22 BUDGET
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY21-22 BUDGET
511200	SALARIES & WAGES	687,816	772,800	702,800	1,086,600	40.61%
511400	OVERTIME	18,718	30,000	30,000	30,000	0.00%
511500	SPECIAL PAY	3,376	3,700	3,700	3,700	0.00%
512100	FICA TAXES	51,808	61,700	61,700	85,700	38.90%
512200	RETIREMENT CONTRIBUTIONS	71,254	85,200	85,200	116,500	36.74%
512300	HEALTH/DENTAL/LIFE INSURANCE	197,195	219,800	219,800	322,600	46.77%
512400	WORKERS COMPENSATION	17,505	24,200	24,200	31,900	31.82%
Total Personal Services		\$ 1,047,672	\$ 1,197,400	\$ 1,127,400	\$ 1,677,000	40.05%
523101	PROFESSIONAL SERVICES - OTHER	10,684	12,600	12,600	12,600	0.00%
523401	OTHER CONTRACTUAL SVCS-MISC	3,009	4,000	74,000	4,500	12.50%
523404	SOFTWARE/NETWORK MAINTENANCE	8,190	-	-	8,200	100.00%
523409	LOT MAINTENANCE ENFORCEMENT	23,338	30,000	30,000	30,000	0.00%
523411	ANIMAL KENNEL FEES	30,525	50,000	50,000	68,000	36.00%
524001	TRAVEL & PER DIEM	-	3,200	3,200	1,600	-50.00%
524101	COMMUNICATIONS	6,768	11,000	11,000	11,000	0.00%
524602	R&M - EQUIPMENT	1,235	3,500	3,500	3,000	-14.29%
524701	PRINTING & BINDING - GENERAL	549	800	800	800	0.00%
524801	PROMOTIONAL ACTIVITIES	58,171	50,000	80,000	70,000	40.00%
524908	SHERIFF'S SERVICES OF NOTICE	1,000	700	700	700	0.00%
524920	UNSAFE CONDITIONS ABATEMENT	22,078	50,000	16,000	300,000	500.00%
524951	COUNTY NAVA FEES	7	-	-	-	0.00%
524999	OTHER CURRENT CHARGES	-	250	250	-	-100.00%
525101	OFFICE SUPPLIES - GENERAL	2,989	3,000	3,000	4,000	33.33%
525201	FUEL & OIL	24,343	35,000	35,000	39,000	11.43%
525202	SMALL TOOLS & EQUIPMENT	30,155	1,800	1,800	3,300	83.33%
525206	UNIFORMS	3,085	3,100	7,100	15,000	383.87%
525210	OPERATING SUPPLIES - OTHER	1,497	1,800	1,800	2,300	27.78%
525400	PUBLICATION-MEMBRSH-TRAIING	1,393	8,500	8,500	20,000	135.29%
Total Operating Expenses		\$ 229,014	\$ 269,250	\$ 339,250	\$ 594,000	120.61%
910501	CAPITAL OUTLAY - REPLACEMENT	65,000	38,400	38,400	65,000	69.27%
Total Transfers		\$ 65,000	\$ 38,400	\$ 38,400	\$ 65,000	69.27%
990131	IT- Allocated Costs	118,109	147,100	147,100	186,300	26.65%
990419	FLEET MAINT ALLOCATION	15,429	13,700	13,700	13,500	-1.46%
Total Allocations		\$ 133,537	\$ 160,800	\$ 160,800	\$ 199,800	24.25%
Code Enforcement Service Total		\$ 1,475,224	\$ 1,665,850	\$ 1,665,850	\$ 2,535,800	52.22%



## HUMAN RESOURCES DEPARTMENT (Division No. 160)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Human Resources Director	130	1.00	1.00	1.00	0.00	1.00	0.00
Human Resources Manager	122	1.00	1.00	1.00	0.00	1.00	0.00
Risk Manager	122	0.00	1.00	1.00	0.00	1.00	0.00
Risk Manager (PT)	122	1.00	0.00	0.00	0.00	0.00	0.00
Project Leader ADA Compliance	119	0.00	0.00	1.00	0.00	1.00	0.00
Human Resources Analyst	117	1.00	1.00	1.00	0.00	1.00	0.00
Administrative Assistant II	109	1.00	1.00	1.00	0.00	1.00	0.00
Human Resources Clerk	107	0.00	0.00	0.00	1.00	1.00	1.00
Human Resources Clerk (PT)	107	0.00	1.00	1.00	(1.00)	0.00	(1.00)
TOTAL		5.00	6.00	7.00	0.00	7.00	0.00

**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.

**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 20-21 Key Accomplishments:**

- Complete a Citywide Compensation study to include the Fire Department per the terms of the CBA
  - *Strategic Goal: Fiscal Responsibility*
  - *Status: Completed*
- Provide quarterly training sessions for Management on HR-related issues such as FMLA, Workers Comp, Supervisor Training
  - *Strategic Goal: Internal and External Communication*
  - *Status: On hold due to COVID. The program is nearing completion and should be implemented in 2021*
- Research a secure, cloud-based personnel file system in order to reach the ultimate goal of making Human Resources as paperless as possible, reducing waste, saving time, and creating a more efficient department. The goal will be implemented in FY21-22.
  - *Strategic Goal: Infrastructure (technology)*
  - *Status: On hold due to cost at this time*

### **FY21-22 Key Goals:**

- provide quarterly training sessions for Management on HR-related issues such as FMLS, Workers Comp, Supervisor Training
  - *Strategic Goal: Internal and External Communication*
- Research a secure, cloud-based personnel file system in order to reach the ultimate goal of making Human Resources as paperless as possible, reducing waste, saving time, and creating a more efficient department. The goal would be to implement it in FY22-23.
  - *Strategic Goal: Infrastructure (technology)*
- Research a secure, Performance Management system in order to have a continuous performance management process for employee evaluations
  - *Strategic Goal: Infrastructure (technology)*
- Bring fingerprinting inside by purchasing equipment and training HR staff in order to reduce costs and time to hire
  - *Strategic Goal: Infrastructure (technology)*

### **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 ongoing 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.

**Key Performance Measures:**

- Number of job applications processed
- Number of position recruitments completed
- Number of Screenings completed
- Number of separations processed
- Turnover rate
- Workers Comp Claims
- Approved FMLA Requests
- Approved FMLA Requests COVID Related
- Formal Discrimination Claims

<b>Actual FY 2019/20</b>	<b>Estimated FY 2020/21</b>	<b>Budget FY 2021/22</b>
344	476	500
62	72	80
116	110	125
60	53	60
13%	23%	15%
49	95	75
45	23	50
71	149	100
1	2	2

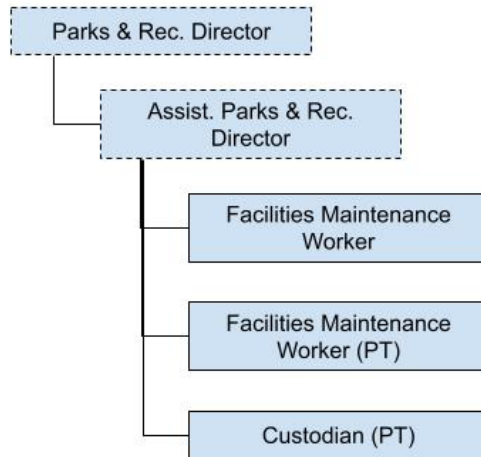
**DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS****During FY21-22:**

- Continued to maintain a field post-accident drug/alcohol testing program.
- Coordinated employee recognition events.
- Conducted and/or coordinated mandatory training for all City employees.
- Coordinated annual Employee Open Enrollment.
- Coordinated sessions/workshops with the 457 and 401A retirement plan representatives.
- Coordinated sessions with (FRS) Florida Retirement Services to educate employees.
- Continued to maintain employee recognition programs including the addition of the employee "Shout-Out" program.

## BUDGET DETAILS

				FY20-21		FY20-21
				BUDGET		vs.
				FY21-22		FY21-22
OBJECT		FY19-20	FY20-21	REVISED	BUDGET	BUDGET
NO.	DESCRIPTION	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET
511200	SALARIES & WAGES	283,791	398,800	428,800	447,400	12.19%
511400	OVERTIME	76	500	500	500	0.00%
512100	FICA TAXES	21,272	30,500	30,500	34,300	12.46%
512200	RETIREMENT CONTRIBUTIONS	43,661	59,400	59,400	69,400	16.84%
512300	HEALTH/DENTAL/LIFE INSURANCE	58,485	72,600	72,600	100,600	38.57%
512400	WORKERS COMPENSATION	5,096	8,100	8,100	9,700	19.75%
<b>Total Personal Services</b>		<b>\$ 412,381</b>	<b>\$ 569,900</b>	<b>\$ 599,900</b>	<b>\$ 661,900</b>	<b>16.14%</b>
523101	PROFESSIONAL SERVICES - OTHER	7,929	13,000	58,000	41,700	220.77%
523108	LABOR ATTORNEY	-	-	-	70,000	100.00%
523401	OTHER CONTRACTUAL SVCS-MISC	6,995	-	5,192	5,100	100.00%
524001	TRAVEL & PER DIEM	370	7,050	7,050	3,000	-57.45%
524101	COMMUNICATIONS	778	1,000	1,000	1,000	0.00%
524602	R&M - EQUIPMENT	1,720	1,700	1,700	2,000	17.65%
524901	RECOGNITIONS	29,710	36,500	36,500	37,000	1.37%
524902	TUITION REIMBURSEMENT PROGRAM	26,725	40,000	36,250	50,000	25.00%
524904	PERSONNEL ADS	4,382	10,000	2,808	10,000	0.00%
524910	BACKGROUNDS/PHYSICALS/WELLNESS	32,424	62,500	62,500	70,300	12.48%
524999	OTHER CURRENT CHARGES	-	250	250	-	-100.00%
525101	OFFICE SUPPLIES - GENERAL	2,885	4,000	4,000	3,000	-25.00%
525102	FURNITURE & EQUIPMENT	6,566	-	2,000	-	0.00%
525208	COMPUTER SOFTWARE	250	-	-	-	0.00%
525210	OPERATING SUPPLIES - OTHER	3,332	6,300	7,700	18,900	200.00%
525400	PUBLICATION-MEMBRSH-P-TRAIING	4,705	15,700	18,050	18,700	19.11%
<b>Total Operating Expenses</b>		<b>\$ 128,770</b>	<b>\$ 198,000</b>	<b>\$ 243,000</b>	<b>\$ 330,700</b>	<b>67.02%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	5,000	2,900	2,900	9,000	210.34%
<b>Total Transfers</b>		<b>\$ 5,000</b>	<b>\$ 2,900</b>	<b>\$ 2,900</b>	<b>\$ 9,000</b>	<b>210.34%</b>
990131	IT- Allocated Costs	40,435	34,600	34,600	47,700	37.86%
<b>Total Allocations</b>		<b>\$ 40,435</b>	<b>\$ 34,600</b>	<b>\$ 34,600</b>	<b>\$ 47,700</b>	<b>37.86%</b>
<b>Human Resource Total</b>		<b>\$ 586,585</b>	<b>\$ 805,400</b>	<b>\$ 880,400</b>	<b>\$ 1,049,300</b>	<b>30.28%</b>

## GENERAL GOVERNMENT (Division No. 190)



### PERSONNEL SERVICE SCHEDULE

#### *Budgeted Personal Services (Full Time Equivalent)*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Facilities Maintenance Worker	102	1.00	1.00	1.00	0.00	1.00	0.00
Facilities Maintenance Worker (PT)	102	0.50	0.50	0.50	0.00	0.50	0.00
Custodian (PT)	101	0.50	0.50	0.50	0.00	0.50	0.00
TOTAL		2.00	2.00	2.00	0.00	2.00	0.00

These positions budgeted as part of the Parks & Recreation and reports to Parks & Recreation Director. The salaries and benefits allocated in the General Government.

**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, and 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.

**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 20-21 Key Accomplishments:

- Maintain the cleanliness and appearance of City Hall
  - *Strategic Goal: Economic Development - Promote Customer Service Environment*
  - *Status: On-going*
- Replace HVAC system at City Hall
  - *Strategic Goal: Infrastructure*
  - *Status: Completed*

### FY 21-22 Key Goals:

- Maintain the cleanliness and appearance of City Hall
  - *Strategic Goal: Economic Development - Promote Customer Service Environment*
  - *Status: On-going.*

### Key Ongoing Goals:

- Replace carpet in commission kitchen with tile
  - *Strategic Goal: Infrastructure - Improve Existing City Facilities - Renovation.*
  - *Status: On-going*
- Painting of City Hall - interior and exterior
  - *Strategic Goal: Infrastructure - Improving Existing City Facilities - Renovation.*
  - *Status: On-going.*

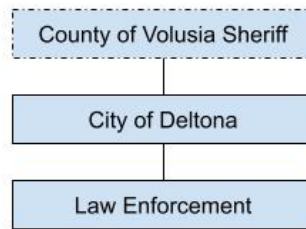
### Key Objectives:

- 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 money for the maintenance and repair of City Hall.

## BUDGET DETAILS

						FY20-21 BUDGET
						vs.
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY21-22 BUDGET
511200	SALARIES & WAGES	46,130	402,845	402,845	64,600	-83.96%
511400	OVERTIME	1,951	1,000	1,000	1,000	0.00%
512100	FICA TAXES	3,631	4,700	4,700	5,000	6.38%
512200	RETIREMENT CONTRIBUTIONS	4,208	6,000	6,000	6,900	15.00%
512300	HEALTH/DENTAL/LIFE INSURANCE	7,198	11,900	11,900	13,200	10.92%
512400	WORKERS COMPENSATION	2,142	2,200	2,200	2,800	27.27%
512500	UNEMPLOYMENT COMPENSATION	8,634	-	-	-	0.00%
<b>Total Personal Services</b>		<b>\$ 73,893</b>	<b>\$ 428,645</b>	<b>\$ 428,645</b>	<b>\$ 93,500</b>	<b>-78.19%</b>
523401	OTHER CONTRACTUAL SVCS-MISC	78,737	135,500	132,845	160,500	18.45%
523404	SOFTWARE/NETWORK MAINTENANCE	-	-	64,000	-	0.00%
524101	COMMUNICATIONS	188	500	500	-	-100.00%
524102	POSTAGE	27,765	35,000	35,000	35,000	0.00%
524301	UTILITY SERVICES - GENERAL	160,145	165,000	165,000	165,000	0.00%
524402	RENTALS & LEASES - EQUIPMENT	1,509	12,000	12,000	12,000	0.00%
524501	INSURANCE - GENERAL	406,196	595,000	531,000	610,000	2.52%
524602	R&M - EQUIPMENT	5,959	6,500	16,500	6,500	0.00%
524603	R&M - BUILDING	68,852	82,700	72,700	327,200	295.65%
524610	R&M - OTHER	1,035	1,200	1,200	1,200	0.00%
524701	PRINTING & BINDING	1,342	2,500	2,500	2,500	0.00%
524999	OTHER CURRENT CHARGES	2,518	750	750	800	6.67%
524999	COVID-19 PANDEMIC	31,515	-	-	-	0.00%
525102	FURNITURE & EQUIPMENT	12,218	9,500	9,500	9,500	0.00%
525201	FUEL & OIL	1,018	1,000	1,000	1,000	0.00%
525202	SMALL TOOLS & EQUIPMENT	1,929	-	-	2,500	100.00%
525203	JANITORIAL SUPPLIES	4,469	7,000	7,000	7,000	0.00%
525210	OPERATING SUPPLIES - OTHER	7,317	23,800	23,800	23,800	0.00%
525213	LANDSCAPING-SEED-SOD	-	2,700	5,355	-	-100.00%
<b>Total Operating Expenses</b>		<b>\$ 812,713</b>	<b>\$ 1,080,650</b>	<b>\$ 1,080,650</b>	<b>\$ 1,364,500</b>	<b>26.27%</b>
910101	OPERATING TRFR OUT TO STORMWTR	-	-	-	535,000	100.00%
910109	OPERATING TRSF OUT TO LOGT	554,500	-	-	3,000,000	100.00%
910301	OPERATING TRSF OUT TO MUNICOMP	1,200,000	150,000	150,000	1,100,000	633.33%
910302	OPERATING TRFR OUT TO PARK PRO	-	272,200	272,200	2,500,000	818.44%
910501	CAPITAL OUTLAY - REPLACEMENT	-	58,800	178,800	100,000	70.07%
<b>Total Transfers</b>		<b>\$ 1,754,500</b>	<b>\$ 481,000</b>	<b>\$ 601,000</b>	<b>\$ 7,235,000</b>	<b>1404.16%</b>
<b>General Government Total</b>		<b>\$ 2,641,107</b>	<b>\$ 1,990,295</b>	<b>\$ 2,110,295</b>	<b>\$ 8,693,000</b>	<b>336.77%</b>

## LAW ENFORCEMENT SERVICES (Division No. 210)



### PERSONNEL SERVICE SCHEDULE

#### *Budgeted Personal Services (Full Time Equivalent)*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Personnel provided through contract with County of Volusia.	Contract	79.00	83.00	83.00	0.00	83.00	0.00
TOTAL		79.00	83.00	83.00	0.00	83.00	0.00

**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.”*

### GOALS, OBJECTIVES & PERFORMANCE MEASURES

#### **FY 20-21 Key Accomplishments:**

- Increase proactive crime-fighting strategies through intelligence-driven operations based on identifiable trends and reliable intelligence
  - *Strategic Goal: Public Safety*
  - *Status: Accomplished*
- Implement positive and innovative selective traffic enforcement initiatives
  - *Strategic Goal: Public Safety*
  - *Status: Accomplished*
- Promote and increase partnerships with local businesses and local community resources
  - *Strategic Goal: Public Safety*
  - *Status: Accomplished*
- Reduce response times to Part One Crimes
  - *Strategic Goal: Public Safety*
  - *Status: Accomplished*



## **FY 21-22 Key Goals:**

- Increase proactive crime-fighting strategies through innovative law enforcement operations
  - *Strategic Goal: Public Safety*
- Implement positive and innovative selective traffic enforcement initiatives
  - *Strategic Goal: Public Safety*
- Promote and increase partnerships with local businesses and local community resources
  - *Strategic Goal: Public Safety*
- Reduce crimes at the Walmart on Howland Blvd. via the establishment of the substation, increased collaboration between the agency and Loss Prevention, and deterrence of crime through increased police presence
  - *Strategic Goal: Public Safety*

## **Key Objectives:**

- Reduce total part one crimes through the CompStat crime control model.
- Increase all part one clearance rates.

## **Key Performance Measures:**

- Number of reported Auto Thefts
- Number of reported residential burglaries
- Number of reported larceny Car Breaks
- Number of reported robberies
- Number of Domestic Violence Cases
- Number of Total Calls for Services

<b>Actual FY 2019/20</b>	<b>Estimated FY 2020/21</b>	<b>Budget FY 2021/22</b>
<b>51</b>	<b>212</b>	<b>200</b>
<b>93</b>	<b>340</b>	<b>310</b>
<b>139</b>	<b>393</b>	<b>350</b>
<b>36</b>	<b>63</b>	<b>80</b>
<b>513</b>	<b>1,026</b>	<b>1,550</b>
<b>58,983</b>	<b>102,120</b>	<b>111,000</b>

\*FY2019-2020 Performance Measures affected by community restrictions due to COVID-19.

## **DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS**

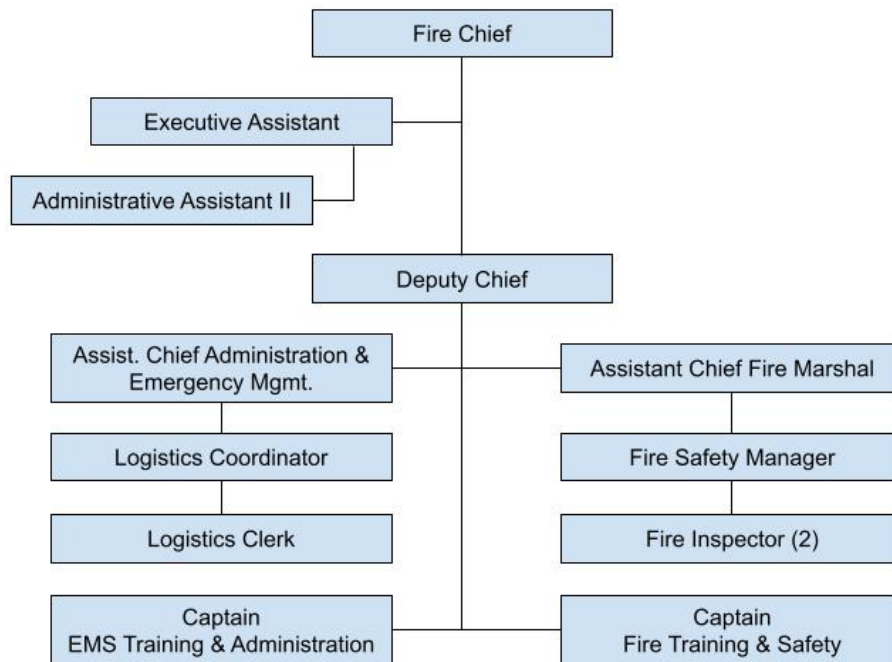
The City of Deltona continues to contract law enforcement services from the Volusia County Sheriff's Office (VCSO) for the provision of all law enforcement functions within municipal boundaries. This contractual relationship has been in place since the City's incorporation in 1995.

Deputy Sheriff's 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.

## BUDGET DETAILS

				FY20-21		FY20-21
				BUDGET		vs.
				FY21-22		FY21-22
OBJECT		FY19-20	FY20-21	REVISED		
NO.	DESCRIPTION	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET
523401	OTHER CONTRACTUAL SVCS-MISC	35,893	36,000	36,000	36,000	0.00%
523412	LAW ENFORCEMENT SERVICES	12,284,295	12,405,300	12,405,300	12,405,300	0.00%
524301	UTILITY SERVICES - GENERAL	22,016	22,000	22,000	22,000	0.00%
524602	R&M - EQUIPMENT	2,004	100	100	100	0.00%
524603	R&M - BUILDING	3,700	6,000	6,000	6,000	0.00%
524610	R&M - OTHER	-	100	100	100	0.00%
<b>Total Operating Expenses</b>		<b>\$ 12,347,908</b>	<b>\$ 12,469,500</b>	<b>\$ 12,469,500</b>	<b>\$ 12,469,500</b>	<b>0.00%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	40,000	23,500	23,500	90,000	282.98%
<b>Total Transfers</b>		<b>\$ 40,000</b>	<b>\$ 23,500</b>	<b>\$ 23,500</b>	<b>\$ 90,000</b>	<b>282.98%</b>
<b>Law Enforcement Services Total</b>		<b>\$ 12,387,908</b>	<b>\$ 12,493,000</b>	<b>\$ 12,493,000</b>	<b>\$ 12,559,500</b>	<b>0.53%</b>

## 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:** To prevent the loss of life and property, be innovative and prepared to safely and effectively mitigate all-hazards and provide fire prevention & life safety education, all while treating those we serve and our team members as family.

## GOALS, OBJECTIVES & PERFORMANCE MEASURES

### FY 20-21 Key Accomplishments:

- Evaluate the City's level of EMS response to include the expansion of the patient transport CARE program - Pursue the ability of the City to be able to provide medical transport - Purchase a new Rescue and continue to work with County Officials on expanding Deltona's role in EMS transport.
  - *Strategic Goal: Public Safety*
  - *Status: Ongoing*
- Cancer Initiatives, the department strives to find ways to reduce exposure to cancer-causing agents and to provide safe equipment and working conditions as much as possible through training, personal protective equipment, policies, apparatus, and equipment.
  - *Strategic Goal: Public Safety*
  - *Status: Ongoing*
- Further expansion of the Community Safety and Education Outreach Program. This includes a "Back to School-Safety Day", and work with Community Public Information to expand programs. For most of last year, these programs were canceled due to COVID. However, we did expand our social media efforts.
  - *Strategic Goal: Public Safety*
  - *Status: Ongoing*
- Review opportunities for improvement are noted in the City's ISO rating and schedule a follow-up review and update.
  - *Strategic Goal: Public Safety*
  - *Status: Ongoing*
- Establish property designated for Fire and EMS training that is recognized by the State and ISO as an authorized and approved facility and meets the required acreage and training guidelines (Phase I)
  - *Strategic Goal: Public Safety*
  - *Status: Ongoing*
- Put infrastructure in place to place the second rescue in service and continue to work with County officials on expanding Deltona's role in EMS transport.
  - *Strategic Goal: Public Safety*
  - *Status: Completed*
- Filled newly created positions, Assistant Chief Fire Marshal, Captain of EMS, Captain of Training.
  - *Strategic Goal: Public Safety*
  - *Status: Completed*
- Established an advanced evaluation process for EMS training.
  - *Strategic Goal: Public Safety*
  - *Status: Ongoing*
- Continue to improve the Fire Loss Division by starting the process of adding computerized inspections/pre-incident plans software and tablets. This will improve and expedite the way fire inspections and pre-incident plans are being done.
  - *Strategic Goal: Public Safety*
  - *Status: Completed*

- Establish physical fitness assessment to improve the overall health and well-being of personnel.
  - *Strategic Goal: Public Safety*
  - *Status: Completed*
- Upgraded our cardiac monitors and switched manufacturers to Zoll. This will give us state-of-the-art capabilities in cardiac care monitoring.
  - *Strategic Goal: Public Safety*
  - *Status: Ongoing*
- Working on the implementation of a federally-mandated program to improve cell phone reception to public safety during large events such as hurricanes and/or other disasters.
  - *Strategic Goal: Public Safety*
  - *Status: Ongoing*

### **FY 21/22 Key Goals:**

- Starting the accreditation process includes working on a strategic plan, risk assessment, and standard of care.
  - *Strategic Goal: Public Safety*
- Cancer Initiatives, continue to find ways to reduce exposure to cancer-causing agents and to provide safe equipment and working conditions as much as possible through training, personal protective equipment, policies, apparatus, and equipment, and continue to move towards the clean cab concept.
  - *Strategic Goal: Public Safety*
- Continue to expand the Community Safety and Education Outreach Program. This includes a "Back to School-Safety Day", Open House, Work with Community Public Information to expand programs by increasing our social media presence.
  - *Strategic Goal: Internal and External Communication; Public Safety*
- Improved property(s) designated specifically for Fire and EMS training that is recognized by the State and ISO as an authorized and approved facility and meets the required acreage and training guidelines, to help provide practical training to our firefighters, such as vehicle extrication, special operation drills, driver operator training, live-fire training and any other training that would enhance the skills of our firefighters.
  - *Strategic Goal: Public Safety*
- Increase advanced training for engineers and officers.
  - *Strategic Goal: Public Safety*
- Continue to work with both our high schools, Daytona State College and Seminole State College, with student riders and development programs.
  - *Strategic Goal: External Communication*
- Establish a competency testing program for EMS and fire skills.
  - *Strategic Goal: Public Safety*
- Work with Deltona High School on the new High School Fire Academy.
  - *Strategic Goal: Public Safety*
- Complete the implementation process of computerized inspections and pre-incident planning process with our new MobileEyes software.
  - *Strategic Goal: Public Safety*
- Continue to expand on the operative IQ inventory software.
  - *Strategic Goal: Public Safety*

- Start the process of upgrading our radios to the P25 operating system that is required by Volusia County.
  - *Strategic Goal: Public Safety*

### Key Ongoing Goals:

- Enhancement of the 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, Closet Available Response Element (CARE) agreement, and other shared interests.
  - *Strategic Goal: Public Safety*
- Continue with the cancer initiative by adding (2) air pack sanitation devices to (2) of our stations.
  - *Strategic Goal: External Communication*

### Key Objectives:

- Improve and enhance our EMS Service and transport capabilities by adding another transport vehicle to our fleet.
- 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 EMS closest unit response program with neighboring jurisdictions.
- Ensure personnel is highly trained to provide all hazard responses and mitigation.
- Start a strategic plan, city risk assessment, and standard of the cover process.

### Key Performance Measures:

- Maintain the City's ISO rating
- Maintain response time to structural fires (1<sup>st</sup> Unit on Scene)
- Maintain minimum ISO training requirements
- Special Operation Team training and proficiency testing to maintain State LTRT (Light Technical Rescue Team) 532 designation
- Continue to refine and integrate fire department-based EMS transport units into the overall EMS system in Volusia County.
- Monitor the upward trend of fire based transports
- Pre-incident planning

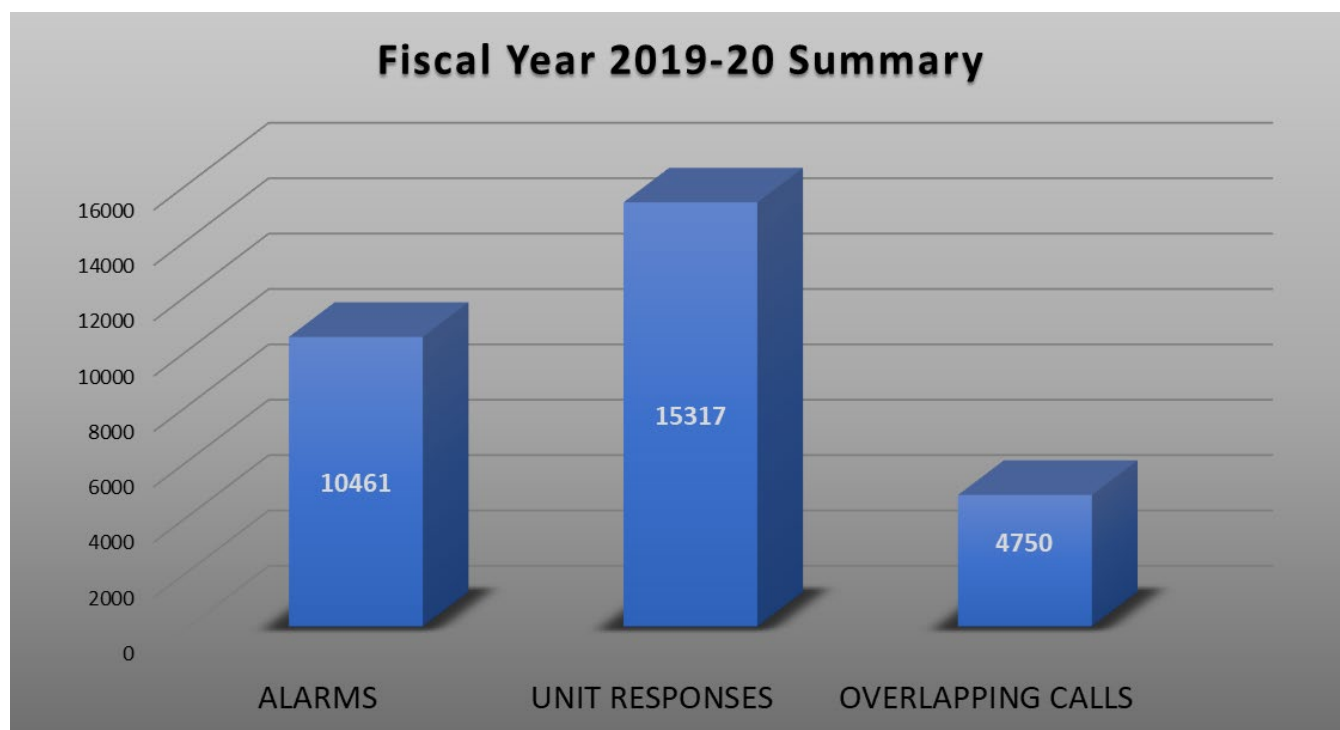
Actual FY 2019/20	Estimated FY 2020/21	Budget FY 2021/22
<=3/3x	<3/3x	<3/3x
<6:00 Min.	<6:00 Min.	<6:00 Min.
20 Hours Per Month	16 Hours Per Month	16 Hours Per Month
Maintain minimum 1,584 hours per year	Maintain minimum 1,584 hours per year	Maintain minimum 1,584 hours per month
Continue PLUS and primary transports	Continue with CARE program and continue primary transports	Continue with CARE program and continue primary transports
2,356 Transports	2,000 Transports	3,000 Transports
681	1,000	1,675

- Inspections
- Smoke detector installation program, compare and track numbers from previous years

1,689	2,200	2,500
53 (Number is low due to COVID)	125	125

## DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS

The fiscal year 2019-20 was a busy year for the Fire & Rescue Department. The Fire & Rescue Department responded to 10,461 actual alarms, which took 15,317 units to accomplish due to certain calls requiring more than one unit to mitigate the event. When more than one unit is responding to either the same call or multiple calls, we refer to this as overlapping calls. This means there were 4,750 times that areas of the city were left without coverage, extending our response times to those areas. Out of our total calls, there were 7,572 medical (53% of those are ALS), and 2,889 calls made up of fires, motor vehicle accidents, hazardous events, customer assist, and other miscellaneous service calls.



In the fiscal year 2019-20, we dispatched 3,071 transport calls, an average of 8.5 calls per day. Not every patient gets transported for one reason or another but we currently average 6.22 calls per day being transported with a total of 2,272 customers being billed. We are predicting that this fiscal year will have over 3,000 billed transport due to increased transport and better quality assurance management in how we document incidents.

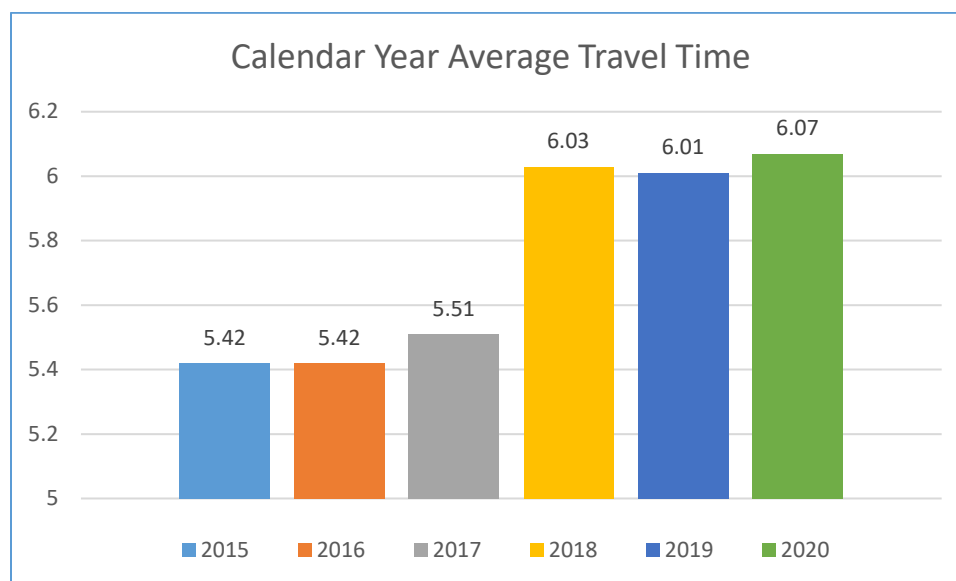
Due to our potential call volume, we started requesting early on a second fire transport unit in Deltona. We were given that opportunity and in the next fiscal year of 2020-21, we will have increased numbers that will reflect Medic 63 which is a night unit only. We predict it to take some of the call volumes from Medic 61, but most will have its own call volume within its own area of response on the Howland Blvd. side of the city. Our prediction for Medic 63's call volume

will be on average 4-5 calls per night. Hopefully, we can increase this to a 24-hour unit, but that requires permission from Volusia County.

Over the last year, the Fire Chiefs of Volusia County, in cooperation with Volusia County, have attempted to decrease the load of the 9-1-1 system through various measures. Some of these changes include how units are dispatched, nurse triage in the dispatch center, and the number of units dispatched to a call. These are just a few examples and have produced a "slight" decrease in annual call volume. However, we believe this to be temporary as the Deltona area is experiencing tremendous growth, especially in the industrial and commercial markets. This will also change the type of incidents we respond to since Deltona currently has minimal industrial complexes. This will require more specialty-type education and equipment for our firefighters to mitigate these events.

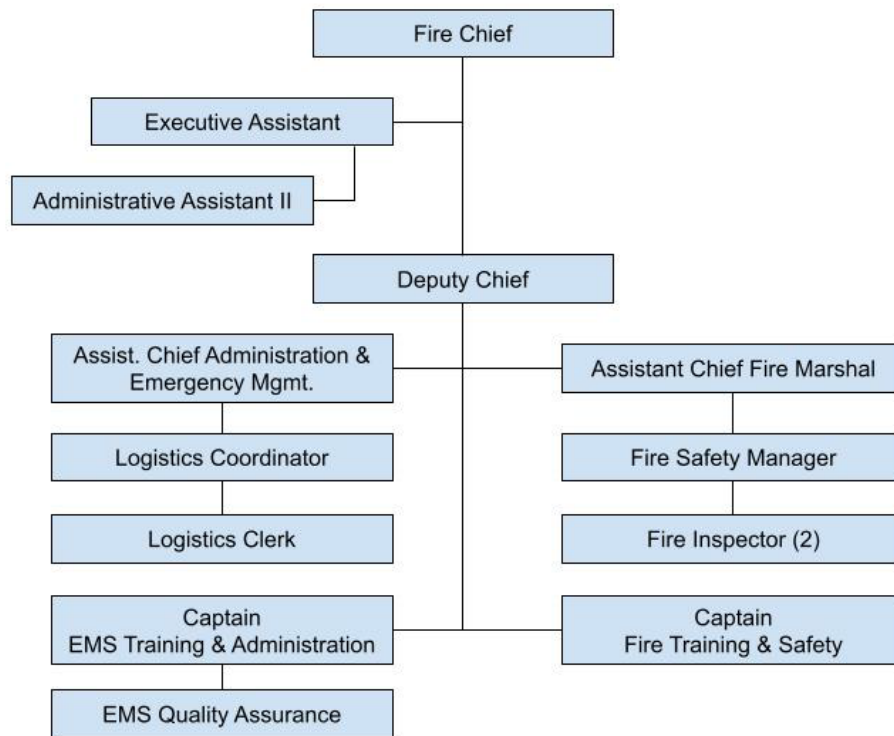
Due to the increasing traffic, changes in roadways, and overlapping call volumes, we have already seen an increase in our travel time (in the past known as response time). As you can see in the chart below, we have gone from five minutes and twenty-six seconds in 2014 to six minutes and three seconds in 2018. Keep in mind, this time only includes the time from when our crews leave the station to the time the first unit arrives on the scene. It does not include the call processing time, the time from when the dispatcher receives the call until the station is notified, nor does it include our turn out time, the time the station receives the alarm until the unit is on the road; which can add an additional 4 to 5 minutes to over ten minutes from the time you call 9-1-1 until firefighters arrive on the scene.

Due to our aging report software and Volusia County controlled dispatch, it is difficult to control or calculate these times precisely and can only be estimated.





## ADMINISTRATION DIVISION (Division No. 221)



## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Fire Chief	46	1.00	1.00	1.00	0.00	1.00	0.00
Deputy Fire Chief	40	2.00	1.00	1.00	0.00	1.00	0.00
Assitant Fire Chief	34	0.00	2.00	2.00	0.00	2.00	0.00
Fire Training Officer	28	1.00	0.00	0.00	0.00	0.00	0.00
Fire Captain	28	2.00	2.00	2.00	0.00	2.00	0.00
Fire Safety Manager	25	1.00	1.00	1.00	0.00	1.00	0.00
Logistics Coordinator	22	1.00	1.00	1.00	0.00	1.00	0.00
Fire Inspector	21	2.00	2.00	2.00	0.00	2.00	0.00
Executive Assistant	18	1.00	1.00	1.00	0.00	1.00	0.00
Administrative Assistant II	14	1.00	1.00	1.00	0.00	1.00	0.00
Logistics Clerk	13	1.00	1.00	1.00	0.00	1.00	0.00
EMS QA*	12	0.00	0.00	0.00	1.00	1.00	0.00
TOTAL		13.00	13.00	13.00	1.00	14.00	0.00

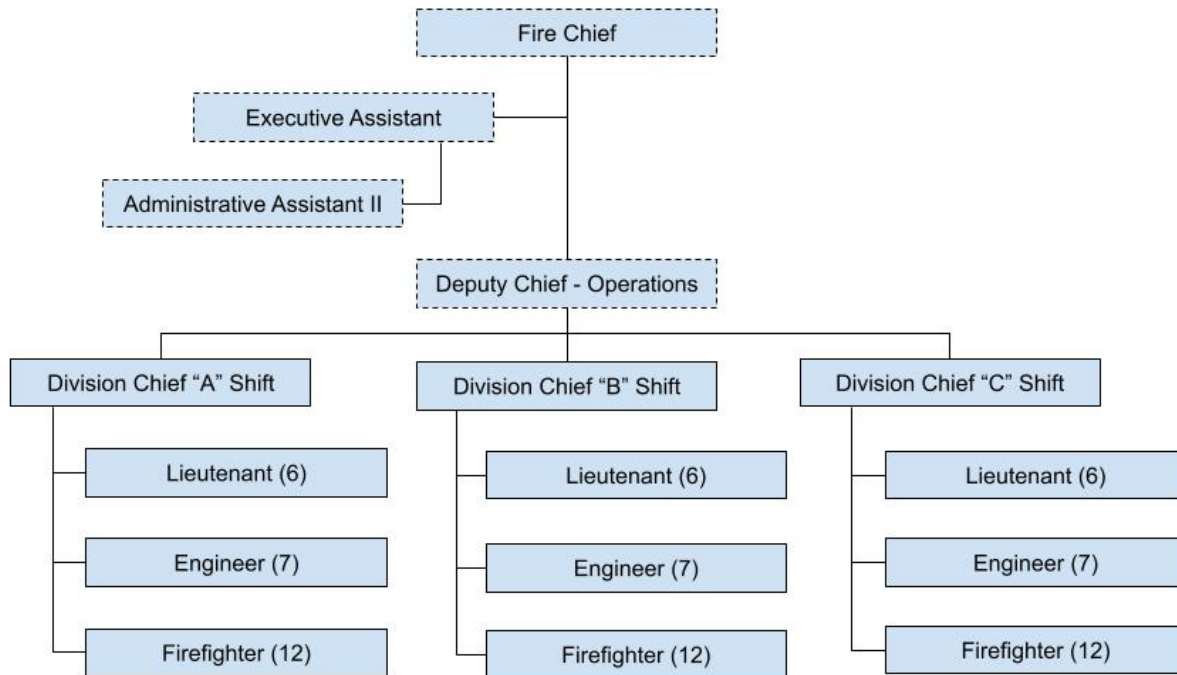
\* Added EMS QA during the FY20-21.

**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.

## BUDGET DETAILS

		FY20-21				FY20-21
						vs.
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY21-22 BUDGET
511200	SALARIES & WAGES	810,487	1,197,755	1,197,755	985,000	-17.76%
511400	OVERTIME	2,190	4,000	4,000	2,000	-50.00%
511500	SPECIAL PAY	5,860	5,900	5,900	5,900	0.00%
512100	FICA TAXES	60,944	69,300	69,300	76,000	9.67%
512200	RETIREMENT CONTRIBUTIONS	107,138	94,900	94,900	112,300	18.34%
512300	HEALTH/DENTAL/LIFE INSURANCE	148,469	171,400	171,400	203,900	18.96%
512400	WORKERS COMPENSATION	13,960	19,200	19,200	19,400	1.04%
<b>Total Personal Services</b>		<b>\$ 1,149,048</b>	<b>\$ 1,562,455</b>	<b>\$ 1,562,455</b>	<b>\$ 1,404,500</b>	<b>-10.11%</b>
523101	PROFESSIONAL SERVICES - OTHER	-	-	-	20,000	100.00%
523401	OTHER CONTRACTUAL SVCS-MISC	3,663	5,200	5,200	7,200	38.46%
523404	SOFTWARE/NETWORK MAINTENANCE	2,850	27,500	27,500	17,500	-36.36%
524001	TRAVEL & PER DIEM	1,657	12,000	12,000	13,000	8.33%
524101	COMMUNICATIONS	2,435	7,300	7,300	7,700	5.48%
524301	UTILITY SERVICES - GENERAL	5,651	6,000	6,000	6,000	0.00%
524601	R&M - VEHICLES	295	500	500	1,000	100.00%
524602	R&M - EQUIPMENT	3,578	4,000	4,000	4,500	12.50%
524603	R&M - BUILDING	4,119	5,500	5,500	89,300	1523.64%
524701	PRINTING & BINDING - GENERAL	193	1,000	1,000	1,000	0.00%
524801	PROMOTIONAL ACTIVITIES	163	1,500	1,500	2,300	53.33%
524901	RECOGNITIONS	-	500	500	500	0.00%
524910	BACKGROUNDS/PHYSICALS/WEELLNESS	2,040	4,200	4,200	4,400	4.76%
524912	EMERGENCY MGMT/CERT PROGRAM	-	2,000	2,000	1,000	-50.00%
524999	OTHER CURRENT CHARGES	-	250	250	300	20.00%
525101	OFFICE SUPPLIES - GENERAL	3,546	4,000	4,000	5,000	25.00%
525102	FURNITURE & EQUIPMENT	-	1,000	1,000	10,000	900.00%
525201	FUEL & OIL	12,110	21,000	21,000	21,000	0.00%
525202	SMALL TOOLS & EQUIPMENT	1,056	1,000	1,000	1,300	30.00%
525203	JANITORIAL SUPPLIES	89	500	500	500	0.00%
525204	BUNKER GEAR	-	3,400	3,400	8,300	144.12%
525206	UNIFORMS	2,032	11,000	11,000	10,100	-8.18%
525210	OPERATING SUPPLIES - OTHER	125	1,000	1,000	1,000	0.00%
525400	PUBLICATION-MEMBRSH-P-TRAIING	5,488	9,400	9,400	14,400	53.19%
<b>Total Operating Expenses</b>		<b>\$ 51,090</b>	<b>\$ 129,750</b>	<b>\$ 129,750</b>	<b>\$ 247,300</b>	<b>90.60%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	725,000	426,500	426,500	1,030,000	141.50%
<b>Total Transfers</b>		<b>\$ 725,000</b>	<b>\$ 426,500</b>	<b>\$ 426,500</b>	<b>\$ 1,030,000</b>	<b>141.50%</b>
990131	IT- Allocated Costs	258,124	323,900	323,900	396,100	22.29%
990419	FLEET MAINT ALLOCATION	6,760	6,500	6,500	6,000	-7.69%
<b>Total Allocations</b>		<b>\$ 264,884</b>	<b>\$ 330,400</b>	<b>\$ 330,400</b>	<b>\$ 402,100</b>	<b>21.70%</b>
<b>Fire Administration Total</b>		<b>\$ 2,190,022</b>	<b>\$ 2,449,105</b>	<b>\$ 2,449,105</b>	<b>\$ 3,083,900</b>	<b>25.92%</b>

## OPERATIONS DIVISION (Division No. 222)



## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

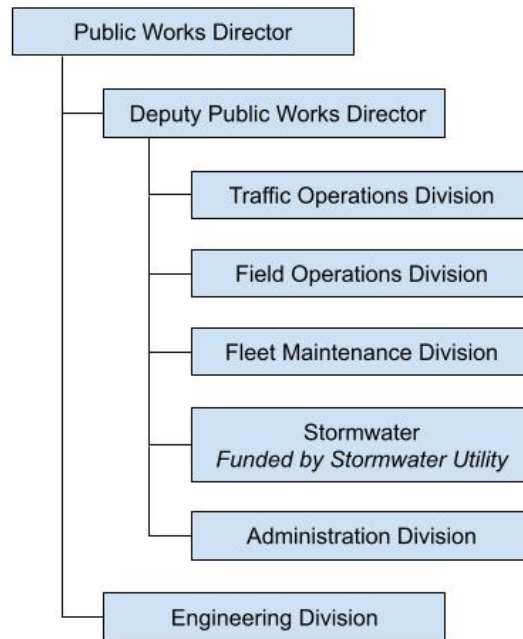
Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Division Commander	Union	3.00	3.00	3.00	0.00	3.00	0.00
Lieutenant	Union	18.00	18.00	18.00	0.00	18.00	0.00
Engineer	Union	21.00	21.00	21.00	0.00	21.00	0.00
Firefighter	Union	30.00	36.00	36.00	0.00	36.00	0.00
TOTAL		72.00	78.00	78.00	0.00	78.00	0.00

**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.

## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
511200	SALARIES & WAGES	4,272,866	4,697,100	4,673,100	4,926,300	4.88%
511400	OVERTIME	288,282	385,000	385,000	500,000	29.87%
511500	SPECIAL PAY	42,885	53,200	53,200	53,200	0.00%
512100	FICA TAXES	333,588	392,800	392,800	411,300	4.71%
512200	RETIREMENT CONTRIBUTIONS	1,633,013	1,761,300	1,761,300	1,770,800	0.54%
512300	HEALTH/DENTAL/LIFE INSURANCE	1,013,520	1,106,700	1,106,700	1,227,700	10.93%
512400	WORKERS COMPENSATION	85,679	115,800	115,800	108,200	-6.56%
<b>Total Personal Services</b>		<b>\$ 7,669,832</b>	<b>\$ 8,511,900</b>	<b>\$ 8,487,900</b>	<b>\$ 8,997,500</b>	<b>5.70%</b>
523101	PROFESSIONAL SERVICES - OTHER	749	1,000	1,000	75,000	7400.00%
523401	OTHER CONTRACTUAL SVCS-MISC	13,049	15,000	15,000	22,700	51.33%
523404	SOFTWARE/NETWORK MAINTENANCE	10,945	22,900	33,000	97,600	326.20%
524001	TRAVEL & PER DIEM	4,832	13,000	13,000	13,000	0.00%
524101	COMMUNICATIONS	1,579	2,000	2,000	4,500	125.00%
524102	POSTAGE	200	-	-	1,500	100.00%
524301	UTILITY SERVICES - GENERAL	70,468	74,500	74,500	80,000	7.38%
524501	INSURANCE - GENERAL	8,899	10,000	10,000	10,000	0.00%
524601	R&M - VEHICLES	3,231	1,500	1,500	2,000	33.33%
524602	R&M - EQUIPMENT	112,654	99,350	99,350	172,400	73.53%
524603	R&M - BUILDING	136,684	158,000	158,000	171,500	8.54%
524604	R&M - HYDRANTS	188	1,000	1,000	1,500	50.00%
524701	PRINTING & BINDING - GENERAL	508	6,500	6,500	8,000	23.08%
524801	PROMOTIONAL ACTIVITIES	7,417	12,000	3,000	17,000	41.67%
524801	SHARPS PROGRAM	642	2,000	2,000	-	-100.00%
524801	ANNUAL BANQUET	-	1,000	1,000	-	-100.00%
524801	OPEN HOUSE	-	2,000	2,000	-	-100.00%
524901	RECOGNITIONS	551	3,700	3,700	3,800	2.70%
524910	EMPLOYEE PHYSICALS	41,114	69,400	69,400	80,900	16.57%
524911	AHA TRAINING CENTER	3,751	7,000	7,000	7,000	0.00%
524999	OTHER CURRENT CHARGES	2,005	3,250	3,250	3,300	1.54%
525101	OFFICE SUPPLIES - GENERAL	1,099	4,000	4,000	5,000	25.00%
525102	FURNITURE & EQUIPMENT	650	2,400	2,400	10,500	337.50%
525201	FUEL & OIL	63,646	55,100	55,100	55,100	0.00%
525202	SMALL TOOLS & EQUIPMENT	49,987	67,100	75,100	128,800	91.95%
525203	JANITORIAL SUPPLIES	14,546	12,000	12,000	15,000	25.00%
525204	BUNKER GEAR	80,419	74,800	70,800	85,200	13.90%
525205	MEDICAL SUPPLIES	137,113	144,800	178,800	278,000	91.99%
525206	UNIFORMS	35,492	69,300	64,300	59,300	-14.43%
525210	OPERATING SUPPLIES - OTHER	5,313	5,000	5,000	6,000	20.00%
525400	PUBLICATION-MEMBRSH-P-TRAINING	61,267	25,000	14,900	22,000	-12.00%
525400	PUBLICATIONS MEMBERSHIP TRAINING	-	-	100,000	140,600	100.00%
<b>Total Operating Expenses</b>		<b>\$ 868,999</b>	<b>\$ 964,600</b>	<b>\$ 1,088,600</b>	<b>\$ 1,577,200</b>	<b>63.51%</b>
990419	FLEET MAINT ALLOCATION	143,761	99,000	99,000	110,000	11.11%
<b>Total Allocations</b>		<b>\$ 143,761</b>	<b>\$ 99,000</b>	<b>\$ 99,000</b>	<b>\$ 110,000</b>	<b>11.11%</b>
<b>Fire Operations Total</b>		<b>\$ 8,682,592</b>	<b>\$ 9,575,500</b>	<b>\$ 9,675,500</b>	<b>\$ 10,684,700</b>	<b>11.58%</b>

## 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 through 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).

**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 20-21 Key Accomplishments:

- Enhance infrastructure (ADA) – update areas with ADA mats or other improvements
  - *Strategic Goal: Public Safety*
  - *Status: On-Going*
- Continue to evaluate and replace sign infrastructure with updated reflectivity
  - *Strategic Goal: Public Safety*
  - *Status: On-Going*
- Continue to enhance striping throughout the City
  - *Strategic Goal: Public Safety and Infrastructure*
  - *Status: On-Going*
- Continue to manage the sidewalk program with funding available in the Transportation Fund
  - *Strategic Goal: Infrastructure*
  - *Status: On-Going*

### FY 21-22 Key Goals:

- Enhance infrastructure (ADA) – update areas with ADA mats or other improvements
  - *Strategic Goal: Public Safety*
- Continue to evaluate and replace sign infrastructure with updated reflectivity
  - *Strategic Goal: Public Safety*
- Continue to enhance striping throughout the City
  - *Strategic Goal: Public Safety and Infrastructure*
- Continue to manage the sidewalk program with funding available in the Transportation Fund
  - *Strategic Goal: Infrastructure*

### 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 the City media, rights-of-way, and other City properties.

### 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, economical city fleet through preventative maintenance and enhanced education and training programs for our mechanics.
- Enhance the city's traffic control and street signs in the interest of safety and appearance.
- Respond to all inquiries for Streetlighting Districts.

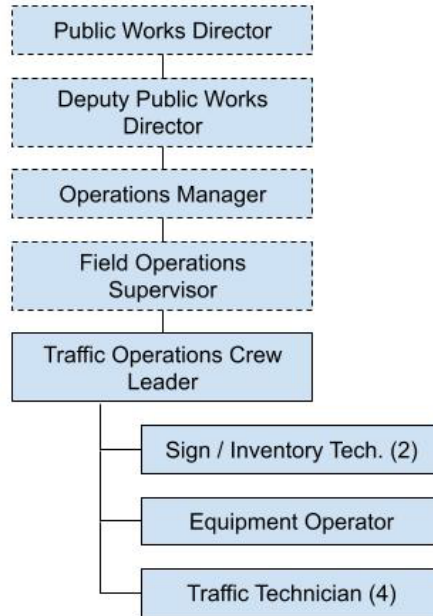
- Respond to all inquiries for traffic calming.
- Review, make recommendations, and assist in the bid process and job completion for capital projects and contracted service in accordance with approved laws and specifications.
- Actively participate in DRC reviews and approvals for construction projects 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 a 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 2019/20</b>	<b>Estimated FY 2020/21</b>	<b>Budget FY 2021/22</b>
1,573	1,100	1,200
1,351	1,300	1,100
8	8	8
3.2	2	2

## TRAFFIC OPERATIONS DIVISION (Division No. 414)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Traffic Operations Crew Leader	15	1.00	1.00	1.00	0.00	1.00	0.00
Sign/Inventory Technician	14	2.00	2.00	2.00	0.00	2.00	0.00
Equipment Operator	12	1.00	1.00	1.00	0.00	1.00	0.00
Traffic Technician	11	3.00	4.00	4.00	0.00	4.00	0.00
<b>TOTAL</b>		<b>7.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>

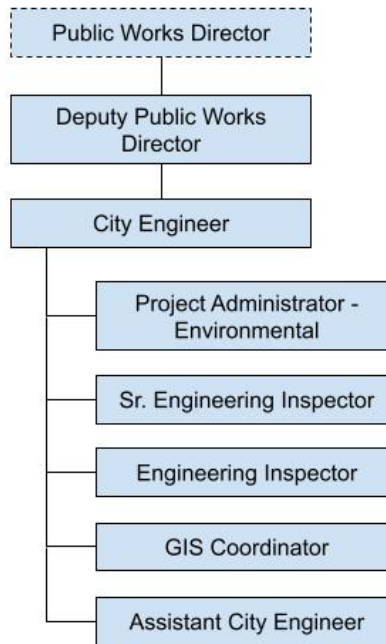
**Functional Duties:** The Traffic Operations Division provides the City with road resurfacing and repairs, responsible for the fabrication, installation and maintenance of all signs on City roads. In addition, the Traffic Division monitors contracts and agreements for striping and signalization.



## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET	
					FY21-22 BUDGET	FY21-22 BUDGET
511200	SALARIES & WAGES	191,333	271,000	236,000	272,100	0.41%
511400	OVERTIME	8,127	5,300	5,300	5,500	3.77%
511500	SPECIAL PAY	960	1,800	1,800	1,800	0.00%
512100	FICA TAXES	14,268	21,300	21,300	21,400	0.47%
512200	RETIREMENT CONTRIBUTIONS	17,897	26,800	26,800	29,200	8.96%
512300	HEALTH/DENTAL/LIFE INSURANCE	83,281	107,900	107,900	108,100	0.19%
512400	WORKERS COMPENSATION	8,568	11,800	11,800	11,100	-5.93%
<b>Total Personal Services</b>		<b>\$ 324,434</b>	<b>\$ 445,900</b>	<b>\$ 410,900</b>	<b>\$ 449,200</b>	<b>0.74%</b>
523404	SOFTWARE/NETWORK MAINTENANCE	-	1,200	1,200	1,500	25.00%
523420	SIGN FABRICATION/SIGNAL MTNCE	61,499	58,500	58,500	65,500	11.97%
524001	TRAVEL & PER DIEM	-	1,000	1,000	1,000	0.00%
524101	COMMUNICATIONS	362	400	400	400	0.00%
524301	UTILITY SERVICES - GENERAL	4,811	5,000	5,000	6,000	20.00%
524302	STREETLIGHTING	147,829	160,000	160,000	175,000	9.38%
524402	RENTALS & LEASES - EQUIPMENT	-	500	500	500	0.00%
524602	R&M - EQUIPMENT	5,969	8,500	8,500	8,500	0.00%
524610	R&M - OTHER	1,044	4,000	4,000	4,000	0.00%
524999	OTHER CURRENT CHARGES	-	250	250	300	20.00%
525201	FUEL & OIL	12,104	17,500	17,500	20,500	17.14%
525202	SMALL TOOLS & EQUIPMENT	2,073	2,500	37,500	2,500	0.00%
525206	UNIFORMS	4,089	6,400	6,400	6,900	7.81%
525210	OPERATING SUPPLIES - OTHER	2,780	12,000	12,000	4,000	-66.67%
525301	ROAD MATERIALS & SUPPLIES	29,794	33,500	33,500	45,500	35.82%
525400	PUBLICATION-MEMBRSH-P-TRAIING	2,560	4,800	4,800	4,100	-14.58%
<b>Total Operating Expenses</b>		<b>\$ 274,915</b>	<b>\$ 316,050</b>	<b>\$ 351,050</b>	<b>\$ 346,200</b>	<b>9.54%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	45,000	26,500	26,500	275,000	937.74%
<b>Total Transfers</b>		<b>\$ 45,000</b>	<b>\$ 26,500</b>	<b>\$ 26,500</b>	<b>\$ 275,000</b>	<b>937.74%</b>
990419	FLEET MAINT ALLOCATION	10,284	11,800	11,800	10,200	-13.56%
<b>Total Allocations</b>		<b>\$ 10,284</b>	<b>\$ 11,800</b>	<b>\$ 11,800</b>	<b>\$ 10,200</b>	<b>-13.56%</b>
<b>Traffic Operations Total</b>		<b>\$ 654,634</b>	<b>\$ 800,250</b>	<b>\$ 800,250</b>	<b>\$ 1,080,600</b>	<b>35.03%</b>

## ENGINEERING DIVISION (Division No. 415)



## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

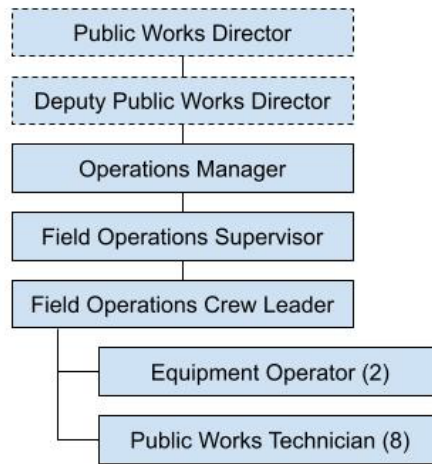
Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Deputy Public Works Director	52	1.00	1.00	1.00	0.00	1.00	0.00
City Engineer	44	1.00	1.00	1.00	0.00	1.00	0.00
Assistant City Engineer	31	1.00	1.00	1.00	0.00	1.00	0.00
Project Admin.-Construction	23	1.00	0.00	0.00	0.00	0.00	0.00
Project Admin.-Environmental	23	1.00	1.00	1.00	0.00	1.00	0.00
Senior Engineering Inspector	22	1.00	1.00	1.00	0.00	1.00	0.00
Engineering Inspector	20	1.00	1.00	1.00	0.00	1.00	0.00
GIS Coordinator	19	0.00	1.00	1.00	0.00	1.00	0.00
TOTAL		7.00	7.00	7.00	0.00	7.00	0.00

**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.

## BUDGET DETAILS

		FY20-21 BUDGET vs. FY21-22 BUDGET				
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY21-22 BUDGET
511200	SALARIES & WAGES	77,245	143,100	135,900	138,300	-3.35%
511400	OVERTIME	1,256	1,000	1,000	1,500	50.00%
512100	FICA TAXES	5,980	11,000	11,000	10,700	-2.73%
512200	RETIREMENT CONTRIBUTIONS	6,894	14,200	14,200	14,900	4.93%
512300	HEALTH/DENTAL/LIFE INSURANCE	17,195	31,500	31,500	33,800	7.30%
512400	WORKERS COMPENSATION	2,585	3,000	3,000	3,100	3.33%
<b>Total Personal Services</b>		<b>\$ 111,155</b>	<b>\$ 203,800</b>	<b>\$ 196,600</b>	<b>\$ 202,300</b>	<b>-0.74%</b>
523101	PROFESSIONAL SERVICES - OTHER	2,210	25,000	25,000	25,000	0.00%
523404	SOFTWARE/NETWORK MAINTENANCE	227	3,900	11,100	7,800	100.00%
524001	TRAVEL & PER DIEM	440	3,000	1,000	2,500	-16.67%
524101	COMMUNICATIONS	2,302	2,400	2,400	3,300	37.50%
524999	OTHER CURRENT CHARGES	-	250	250	300	20.00%
525201	FUEL & OIL	2,555	3,500	3,500	8,000	128.57%
525202	SMALL TOOLS & EQUIPMENT	228	800	800	4,500	462.50%
525206	UNIFORMS	1,314	2,300	2,300	2,000	-13.04%
525210	OPERATING SUPPLIES - OTHER	485	500	2,500	1,500	200.00%
525400	PUBLICATION-MEMBRSH-P-TRAINING	4,724	4,300	4,300	8,600	100.00%
<b>Total Operating Expenses</b>		<b>\$ 14,483</b>	<b>\$ 45,950</b>	<b>\$ 53,150</b>	<b>\$ 63,500</b>	<b>38.19%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	15,000	8,800	8,800	25,000	184.09%
<b>Total Transfers</b>		<b>\$ 15,000</b>	<b>\$ 8,800</b>	<b>\$ 8,800</b>	<b>\$ 25,000</b>	<b>184.09%</b>
990419	FLEET MAINT ALLOCATION	2,238	1,700	1,700	1,400	-17.65%
<b>Total Allocations</b>		<b>\$ 2,238</b>	<b>\$ 1,700</b>	<b>\$ 1,700</b>	<b>\$ 1,400</b>	<b>-17.65%</b>
<b>Engineering Total</b>		<b>\$ 142,876</b>	<b>\$ 260,250</b>	<b>\$ 260,250</b>	<b>\$ 292,200</b>	<b>12.28%</b>

## FIELD OPERATIONS DIVISION (Division No. 416)



## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

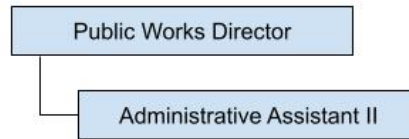
Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Operations Manager	35	1.00	1.00	1.00	0.00	1.00	0.00
Field Operations Supervisor	22	1.00	1.00	1.00	0.00	1.00	0.00
Field Operations Crew Leader	15	1.00	1.00	1.00	0.00	1.00	0.00
Equipment Operator	12	2.00	2.00	2.00	0.00	2.00	0.00
Public Works Technician	11	7.00	8.00	8.00	0.00	8.00	0.00
TOTAL		12.00	13.00	13.00	0.00	13.00	0.00

**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.

## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED		FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
				BUDGET	BUDGET		
511200	SALARIES & WAGES	369,728	463,400	463,400		502,400	8.42%
511400	OVERTIME	7,234	6,500	6,500		6,500	0.00%
511500	SPECIAL PAY	1,400	2,100	2,100		2,100	0.00%
512100	FICA TAXES	27,127	36,100	36,100		39,100	8.31%
512200	RETIREMENT CONTRIBUTIONS	34,416	45,900	45,900		53,700	16.99%
512300	HEALTH/DENTAL/LIFE INSURANCE	134,081	172,600	172,600		197,100	14.19%
512400	WORKERS COMPENSATION	13,960	19,200	19,200		18,000	-6.25%
<b>Total Personal Services</b>		<b>\$ 587,946</b>	<b>\$ 745,800</b>	<b>\$ 745,800</b>		<b>\$ 818,900</b>	<b>9.80%</b>
523101	PROFESSIONAL SERVICES - OTHER	875	1,000	1,000		1,000	0.00%
523401	OTHER CONTRACTUAL SVCS-MISC	-	-	-		114,000	100.00%
523415	TREE REMOVAL	2,095	3,000	3,000		3,000	0.00%
524001	TRAVEL & PER DIEM	-	1,500	1,500		1,500	0.00%
524101	COMMUNICATIONS	1,666	1,500	1,500		3,500	133.33%
524301	UTILITY SERVICES - GENERAL	54,971	52,500	52,500		65,100	24.00%
524402	RENTALS & LEASES - EQUIPMENT	-	1,000	1,000		1,000	0.00%
524602	R&M - EQUIPMENT	2,397	2,500	2,500		2,500	0.00%
524607	R&M - INFRASTRUCTURE	24,998	-	-		25,000	100.00%
524906	DUMPING FEES	15,197	20,000	20,000		21,000	5.00%
524999	OTHER CURRENT CHARGES	-	250	250		300	20.00%
524999	HURRICANE MATTHEW	34,277	-	-		-	0.00%
524999	HURRICANE DORIAN	10,960	-	-		-	0.00%
525201	FUEL & OIL	26,711	26,000	26,000		30,000	15.38%
525202	SMALL TOOLS & EQUIPMENT	3,680	3,000	3,000		7,000	133.33%
525206	UNIFORMS	6,017	9,200	9,200		9,700	5.43%
525210	OPERATING SUPPLIES - OTHER	4,045	4,500	4,500		4,500	0.00%
525213	LANDSCAPING-SEED-SOD	8,447	15,500	15,500		15,500	0.00%
525301	ROAD MATERIALS & SUPPLIES	20,290	28,000	28,000		28,000	0.00%
525400	PUBLICATION-MEMBRSH-TRAIING	1,666	3,200	3,200		3,200	0.00%
<b>Total Operating Expenses</b>		<b>\$ 218,294</b>	<b>\$ 172,650</b>	<b>\$ 172,650</b>		<b>\$ 335,800</b>	<b>94.50%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	210,000	123,500	123,500		136,000	10.12%
<b>Total Transfers</b>		<b>\$ 210,000</b>	<b>\$ 123,500</b>	<b>\$ 123,500</b>		<b>\$ 136,000</b>	<b>10.12%</b>
990419	FLEET MAINT ALLOCATION	38,860	31,200	31,200		34,800	11.54%
<b>Total Allocations</b>		<b>\$ 38,860</b>	<b>\$ 31,200</b>	<b>\$ 31,200</b>		<b>\$ 34,800</b>	<b>11.54%</b>
<b>Public Works Field Operations Total</b>		<b>\$ 1,055,100</b>	<b>\$ 1,073,150</b>	<b>\$ 1,073,150</b>		<b>\$ 1,325,500</b>	<b>23.51%</b>

## ADMINISTRATION DIVISION (Division No. 417)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

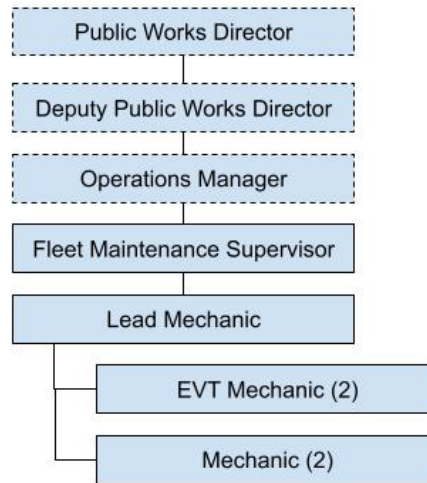
Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Public Works Director	52	1.00	1.00	1.00	0.00	1.00	0.00
Administrative Assistant II	14	1.00	1.00	1.00	0.00	1.00	0.00
Administrative Assistant I	13	1.00	0.00	0.00	0.00	0.00	0.00
TOTAL		3.00	2.00	2.00	0.00	2.00	0.00

**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.

## BUDGET DETAILS

						FY20-21
						BUDGET
				FY20-21	vs.	
OBJECT		FY19-20	FY20-21	REVISED	FY21-22	FY21-22
NO.	DESCRIPTION	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET
511200	SALARIES & WAGES	75,260	85,500	85,500	96,800	13.22%
511400	OVERTIME	1,069	1,600	1,600	1,500	-6.25%
512100	FICA TAXES	5,232	6,700	6,700	7,500	11.94%
512200	RETIREMENT CONTRIBUTIONS	10,948	12,800	12,800	10,300	-19.53%
512300	HEALTH/DENTAL/LIFE INSURANCE	21,675	25,000	25,000	26,600	6.40%
512400	WORKERS COMPENSATION	1,847	2,500	2,500	2,400	-4.00%
Total Personal Services		\$ 116,031	\$ 134,100	\$ 134,100	\$ 145,100	8.20%
523401	OTHER CONTRACTUAL SVCS-MISC	4,406	5,600	5,600	5,900	5.36%
523404	SOFTWARE/NETWORK MAINTENANCE	3,531	6,500	6,500	7,400	13.85%
524001	TRAVEL & PER DIEM	66	800	800	800	0.00%
524101	COMMUNICATIONS	-	600	600	600	0.00%
524102	POSTAGE	47	100	100	100	0.00%
524301	UTILITY SERVICES - GENERAL	13,279	16,500	16,500	18,000	9.09%
524602	R&M - EQUIPMENT	6,623	12,100	12,100	12,100	0.00%
524603	R&M - BUILDING	4,327	11,000	11,000	11,000	0.00%
524610	R&M - OTHER	20	1,000	1,000	1,000	0.00%
524701	PRINTING & BINDING - GENERAL	83	200	200	200	0.00%
524901	RECOGNITIONS	200	500	500	500	0.00%
524999	OTHER CURRENT CHARGES	-	250	250	300	20.00%
525101	OFFICE SUPPLIES - GENERAL	2,000	2,000	2,000	2,500	25.00%
525102	FURNITURE & EQUIPMENT	-	1,500	1,500	4,500	200.00%
525201	FUEL & OIL	215	500	500	500	0.00%
525202	SMALL TOOLS & EQUIPMENT	271	500	500	500	0.00%
525203	JANITORIAL SUPPLIES	4,584	3,000	3,000	4,000	33.33%
525206	UNIFORMS	124	400	400	400	0.00%
525210	OPERATING SUPPLIES - OTHER	471	600	600	600	0.00%
525400	PUBLICATION-MEMBRSH-P-TRAINING	30	1,400	1,400	2,500	78.57%
Total Operating Expenses		\$ 40,276	\$ 65,050	\$ 65,050	\$ 73,400	12.84%
990131	IT- Allocated Costs	82,147	73,000	73,000	109,700	50.27%
Total Allocations		\$ 82,147	\$ 73,000	\$ 73,000	\$ 109,700	50.27%
Public Works Administration Total		\$ 238,455	\$ 272,150	\$ 272,150	\$ 328,200	20.60%

## FLEET MAINTENANCE DIVISION (Division No. 419)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Fleet Maintenance Supervisor	25	1.00	1.00	1.00	0.00	1.00	0.00
Lead Mechanic-EVT	21	1.00	1.00	1.00	0.00	1.00	0.00
Mechanic-EVT	20	2.00	2.00	2.00	0.00	2.00	0.00
Mechanic	18	2.00	2.00	2.00	0.00	2.00	0.00
TOTAL		6.00	6.00	6.00	0.00	6.00	0.00

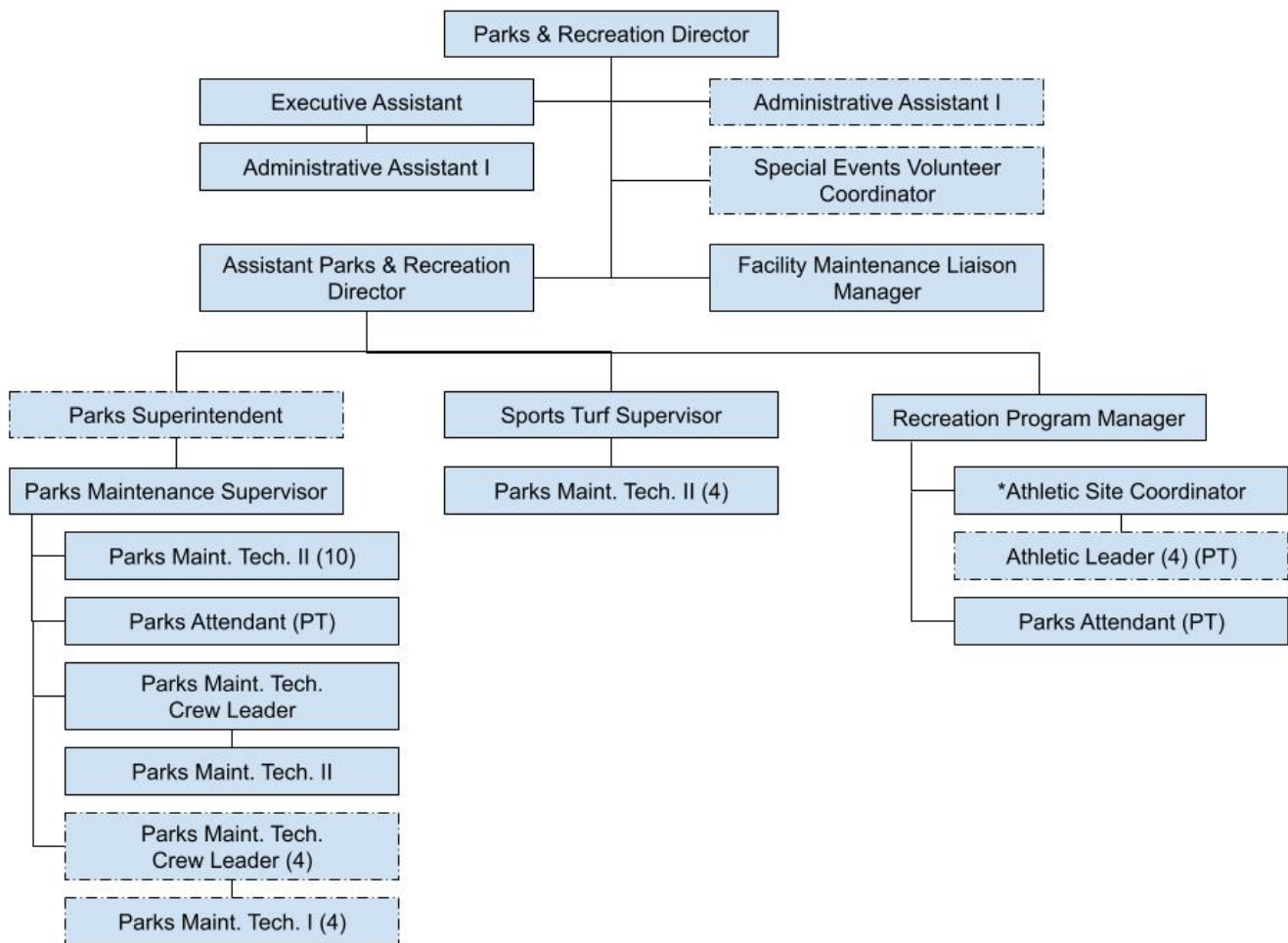
**Functional Duties:** The Fleet Maintenance Division provides routine maintenance and emergency repairs to all City vehicles and equipment. The Maintenance Division assists with the purchase and acquisition of new vehicles as well as the disposal of equipment and vehicles no longer cost effective.



## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET		FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
511200	SALARIES & WAGES	275,858	279,700	279,700		319,300	14.16%
511400	OVERTIME	5,568	10,000	10,000		7,000	-30.00%
511500	SPECIAL PAY	3,606	3,700	3,700		3,700	0.00%
512100	FICA TAXES	19,575	22,400	22,400		25,200	12.50%
512200	RETIREMENT CONTRIBUTIONS	25,565	27,600	27,600		33,900	22.83%
512300	HEALTH/DENTAL/LIFE INSURANCE	93,654	98,200	98,200		98,100	-0.10%
512400	WORKERS COMPENSATION	6,426	8,900	8,900		8,300	-6.74%
<b>Total Personal Services</b>		<b>\$ 430,251</b>	<b>\$ 450,500</b>	<b>\$ 450,500</b>		<b>\$ 495,500</b>	<b>9.99%</b>
523401	OTHER CONTRACTUAL SVCS-MISC	3,363	4,000	4,000		4,000	0.00%
523404	SOFTWARE/NETWORK MAINTENANCE	2,530	4,500	4,500		4,500	0.00%
524001	TRAVEL & PER DIEM	-	2,000	2,000		2,400	20.00%
524101	COMMUNICATIONS	494	500	500		900	80.00%
524402	RENTALS & LEASES - EQUIPMENT	1,841	1,000	1,000		1,000	0.00%
524601	R&M - VEHICLES	230,049	220,000	220,000		249,500	13.41%
524602	R&M - EQUIPMENT	152,397	130,000	130,000		108,500	-16.54%
524999	OTHER CURRENT CHARGES	-	250	250		300	20.00%
525201	FUEL & OIL	1,962	2,700	2,700		4,000	48.15%
525202	SMALL TOOLS & EQUIPMENT	1,946	2,000	2,000		6,000	200.00%
525206	UNIFORMS	3,695	4,800	4,800		5,100	6.25%
525210	OPERATING SUPPLIES - OTHER	284	1,500	1,500		1,500	0.00%
525400	PUBLICATION-MEMBRSHIP-TRAINING	1,698	3,500	3,500		4,200	20.00%
<b>Total Operating Expenses</b>		<b>\$ 400,259</b>	<b>\$ 376,750</b>	<b>\$ 376,750</b>		<b>\$ 391,900</b>	<b>4.02%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	30,000	17,600	17,600		40,000	127.27%
<b>Total Transfers</b>		<b>\$ 30,000</b>	<b>\$ 17,600</b>	<b>\$ 17,600</b>		<b>\$ 40,000</b>	<b>127.27%</b>
990419	FLEET MAINT ALLOCATION	(486,234)	(404,900)	(404,900)		(433,900)	7.16%
<b>Total Allocations</b>		<b>\$ (486,234)</b>	<b>\$ (404,900)</b>	<b>\$ (404,900)</b>		<b>\$ (433,900)</b>	<b>7.16%</b>
<b>Fleet Maintenance Total</b>		<b>\$ 374,277</b>	<b>\$ 439,950</b>	<b>\$ 439,950</b>		<b>\$ 493,500</b>	<b>12.17%</b>

## PARKS AND RECREATION DEPARTMENT (Division No. 720)



**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.

**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”.*

## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Parks & Recreation Director	41	1.00	1.00	1.00	0.00	1.00	0.00
Assist. Parks & Rec. Director	34	1.00	1.00	1.00	0.00	1.00	0.00
Parks Superintendent	31	0.00	0.00	0.00	0.00	1.00	1.00
Recreation Programs Manager	22	1.00	1.00	1.00	0.00	1.00	0.00
Facility Maint. Liaison Manager	22	1.00	1.00	1.00	0.00	1.00	0.00
Sports Turf Supervisor	18	1.00	1.00	1.00	0.00	1.00	0.00
Parks Maintenance Supervisor	18	1.00	1.00	1.00	0.00	1.00	0.00
Executive Assistant	18	1.00	1.00	1.00	0.00	1.00	0.00
Special Event Volunteer Coord.	17	0.00	0.00	0.00	0.00	1.00	1.00
Parks Maint. Tech. Crew Leader	15	1.00	1.00	1.00	0.00	5.00	4.00
Administrative Assistant I	13	1.00	1.00	1.00	0.00	2.00	1.00
Athletic Site Coordinator	13	0.00	0.00	0.00	0.00	1.00	1.00
Athletic Site Coordinator (PT)	13	1.00	1.00	1.00	0.00	0.00	(1.00)
Parks Maint. Tech.	11	15.00	14.00	14.00	0.00	18.00	4.00
Parks Maint. Tech. I (PT)	11	2.00	2.00	2.00	0.00	2.00	0.00
Facility Maintenance Worker*	10	1.00	1.00	1.00	0.00	1.00	0.00
Facility Maintenance Worker (PT)*	10	1.00	1.00	1.00	0.00	1.00	0.00
Parks Attendant I (PT)	9	11.00	13.00	13.00	0.00	13.00	0.00
Athletic Leader (PT)	9	0.00	0.00	0.00	0.00	4.00	4.00
Custodian (PT)*	8	1.00	1.00	1.00	0.00	1.00	0.00
<b>TOTAL</b>		<b>41.00</b>	<b>42.00</b>	<b>42.00</b>	<b>0.00</b>	<b>57.00</b>	<b>15.00</b>

\* These positions budgeted in the General Government division. Promoted PT Athletic Site Coordinator to FT. Added 1-Administrative Assistant I, 1-Special Events Volunteer Coordinator, 1-Parks Superintendent, 4-PT Athletic Leader, 4-parks Maintenance Technician Crew Leader, and 4-Parks Maintenance Technician.

## **GOALS, OBJECTIVES & PERFORMANCE MEASURES**

### **FY 20-21 Key Accomplishments:**

- Upgrade Trail and Boardwalk in Thornby Park Trail System (Grant Funded) (Parks Project Fund)
  - *Strategic Goal: Infrastructure - Expand Park Facilities*
  - *Status: Ongoing – The Thornby HERE project including the trail has been bid and a contractor has been selected (A.G. Pifer). Construction should commence shortly.*
- Rookery (Snook) Park - ECHO
  - *Strategic Goal: Infrastructure - Expand Park Facilities*
  - *Status: Completed*
- Blue Heron Park (Phase II) - ECHO
  - *Strategic Goal: Infrastructure - Expand Park Facilities*
  - *Status: Completed*

- Replace Firefighters Memorial Park restroom
  - *Strategic Goal: Infrastructure - Expand Park Facilities*
  - *Status: Completed*
- Replace Firefighters Memorial Park basketball court
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
  - *Status: Completed*
- Replace Thornby Poured in Place (PIP)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
  - *Status: Completed*
- Install ADA connectivity to Firefighters Memorial Park
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
  - *Status: Completed*

## **FY 21-22 Key Goals:**

- Campbell Park building improvement (\$200,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- New Roof on Schoolhouse (\$25,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Craft building improvement (\$100,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- New Restroom - Manny Rodriguez Park (\$125,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- New Restroom - Tom Hoffman Park (\$125,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- New Basketball Court - Montecito Park (\$75,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Replace two (2) pavilions - Wes Crile Park (\$75,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Replace Pavilion at Firefighters Memorial Park (\$35,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Replace perimeter fence at Skate Park (\$20,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Replace perimeter fence at Firefighters Memorial Park (\$25,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Replace playground at Timber Ridge Park (\$300,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Replace playground at Dewey Boster Park (front) (\$300,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Add lights to the basketball court - Keysville Dog Park (\$23,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Add lights to the basketball court - Dwight Hawkins Park (\$23,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Add lights to basketball courts - Harris Saxon Park (\$27,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Add lights to basketball courts - Montecito Park (\$35,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Upgrade baseball field lights - Dewey Boster (\$300,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*

- Upgrade Dwight Hawkins football field (\$350,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Add electric gates at Harris Saxon, Skate Park, and Wes Crile Park (\$125,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Replace Gym insulation (\$125,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- Resurface parking lots at Wes Crile, Harris Saxon, and Skate Park (\$500,.000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- ADA connectivity at parks (\$50,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*
- New Sports Gymnasium (\$5,000,000)
  - *Strategic Goal: Infrastructure - Expand, upgrade and improve park facilities*

### **Key Ongoing Goals:**

- Continue to improve field quality at all sports field facilities and maintain that improvement at higher standards.
  - *Strategic Goal: Infrastructure - Expand Existing Park Facilities*
- Complete beautification planning around City Gateway signage at Howland Blvd. and Saxon Blvd.
  - *Strategic Goal: Infrastructure - Expand Existing Park Facilities*
- Improve responsiveness to customer complaints within a 24-hour period through increased customer service training.
  - *Strategic Goal: Infrastructure - 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 and programming that makes 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.
- Aggressively market department and program services.
  - Continue to improve programming name recognition utilizing the City email and website pages.
- 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.
- Grant Applications

Actual FY 2019/20	Estimated FY 2020/21	Budget FY 2021/22
30	30	30
15	15	15
5	5	5
1	2	2

**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 20/20, the

The city was able to renovate several facilities which needed an enhancement to better serve the citizens of Deltona of all ages.

During FY 19/20, the city canceled some events due to the Covid 19 pandemic:

- The City's "Easter Eggstravaganza".
- The Community Health Expo.
- 4th July Celebration.
- Deltona Fall Festival.
- The Wags & Whiskers Pet Festival, which has increased in popularity, was held at Keysville Dog Park with over 216 dogs and 27 cats participating.
- Hosted several Previously Owned Treasure Sales (garage sales) at a new venue, Wes Crile Park, which were well received.
- Added Youth Basketball Spring/Summer camps and leagues.

During FY 19/20, the City was able to continue to provide very successful Adult/Youth Athletic Leagues. Additionally, we partnered with several youth not-for-profit sports organizations to provide opportunities for the citizenry to participate in T-ball, little league baseball, softball, soccer, basketball, and tackle football/cheerleading.

Recreation enhancements during FY 20/21 included:

- Hosted a Christmas Drive-Thru event at City Hall as a one-day drive-thru. 552 cars drove through the 3-hour display. 1,240 candy bags and 1,150 craft bags were handed out by The City.
- On-going Previously Owned Treasure sales.
- On-going Arts and Craft Mini Festivals
- Staff will continue to promote sports tourism and economic development.

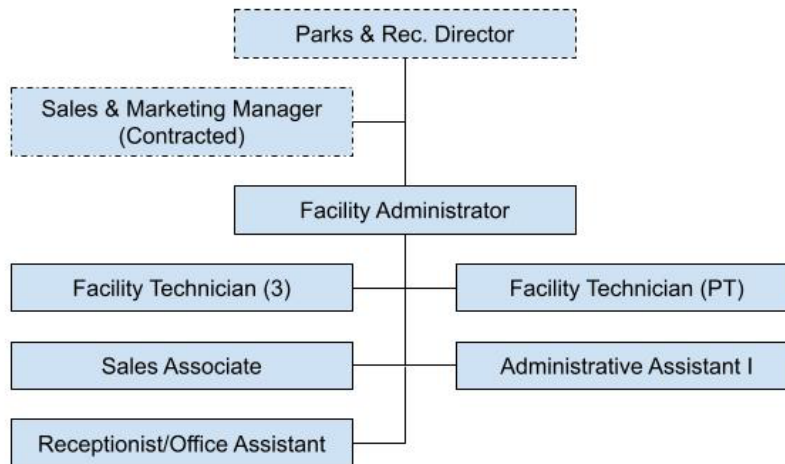
Receiving community feedback is very essential to the success of the Parks & Recreation Department and the City of Deltona. The Community Feedback Questionnaire provides residents with an opportunity to express their opinions and make suggestions in a formal manner either online or by paper. Residents are also able to email us with their questions and feedbacks on our parks.

## BUDGET DETAILS

		FY20-21				FY20-21
		BUDGET				vs.
		FY20-21				FY21-22
OBJECT		FY19-20	FY20-21	REVISED	FY21-22	FY21-22
NO.	DESCRIPTION	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET
511200	SALARIES & WAGES	953,601	1,190,800	1,190,800	1,745,900	46.62%
511400	OVERTIME	39,090	45,000	45,000	45,000	0.00%
511500	SPECIAL PAY	7,012	7,300	7,300	7,300	0.00%
512100	FICA TAXES	71,093	95,100	95,100	137,600	44.69%
512200	RETIREMENT CONTRIBUTIONS	106,628	136,600	136,600	207,700	52.05%
512300	HEALTH/DENTAL/LIFE INSURANCE	282,047	352,200	352,200	539,900	53.29%
512400	WORKERS COMPENSATION	32,573	45,900	45,900	61,700	34.42%
<b>Total Personal Services</b>		<b>\$ 1,492,044</b>	<b>\$ 1,872,900</b>	<b>\$ 1,872,900</b>	<b>\$ 2,745,100</b>	<b>46.57%</b>
523401	OTHER CONTRACTUAL SVCS-MISC	12,434	42,800	160,800	157,800	268.69%
523415	TREE REMOVAL	11,795	10,000	10,000	15,000	50.00%
524001	TRAVEL & PER DIEM	334	1,000	1,000	1,000	0.00%
524101	COMMUNICATIONS	2,897	3,000	3,000	3,000	0.00%
524301	UTILITY SERVICES - GENERAL	177,747	221,200	221,200	233,500	5.56%
524402	RENTALS & LEASES	-	1,500	1,500	2,000	33.33%
524601	R&M - VEHICLES	685	500	500	500	0.00%
524602	R&M - EQUIPMENT	29,151	43,700	43,700	48,300	10.53%
524603	R&M - BUILDING	117,617	84,000	84,000	120,000	42.86%
524610	R&M - OTHER	32,825	57,900	57,900	97,600	68.57%
524801	PROMOTIONAL ACTIVITIES	10,692	29,130	19,030	39,300	34.91%
524801	PROMO ACT - SPOOKTACULAR	23,895	35,600	-	38,700	8.71%
524801	PROMO ACT - EGGSTRAVAGANZA	3,860	8,300	-	8,400	1.20%
524801	PROMO ACT - JULY 4TH	-	37,350	37,350	46,800	25.30%
524801	PROMO ACT - HOLIDAY PARADE	13,844	12,300	48,300	60,000	387.80%
524801	MULTI-CULTURAL EVENT	300	3,490	3,490	-	-100.00%
524901	RECOGNITIONS	158	200	200	200	0.00%
524905	RECREATION PROGRAM EXPENSES	26,265	5,200	40,200	116,500	2140.38%
524910	BACKGROUNDS/PHYSICALS/WELLNESS	-	700	700	700	0.00%
524999	OTHER CURRENT CHARGES	-	250	250	-	-100.00%
525101	OFFICE SUPPLIES - GENERAL	1,569	4,700	4,700	4,800	2.13%
525102	FURNITURE & EQUIPMENT	1,811	7,500	7,500	8,500	13.33%
525201	FUEL & OIL	31,571	26,900	26,900	29,700	10.41%
525202	SMALL TOOLS & EQUIPMENT	5,852	8,800	8,800	9,500	7.95%
525203	JANITORIAL SUPPLIES	18,825	15,000	18,500	30,000	100.00%
525205	MEDICAL SUPPLIES	3,152	3,000	3,000	3,000	0.00%
525206	UNIFORMS	7,232	15,800	15,800	16,500	4.43%
525209	PARK FURNISHINGS & EQUIPMENT	305	-	-	-	0.00%
525210	OPERATING SUPPLIES - OTHER	14,063	13,000	13,000	14,000	7.69%
525211	CHEMICALS	11,124	35,300	35,300	70,200	98.87%
525213	LANDSCAPING-SEED-SOD	72,105	121,500	130,000	237,300	95.31%
525400	PUBLICATION-MEMBRSH-TRAIING	1,968	16,600	16,600	17,900	7.83%
<b>Total Operating Expenses</b>		<b>\$ 634,077</b>	<b>\$ 866,220</b>	<b>\$ 1,013,220</b>	<b>\$ 1,430,700</b>	<b>65.17%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	275,000	161,800	161,800	850,000	425.34%
<b>Total Transfers</b>		<b>\$ 275,000</b>	<b>\$ 161,800</b>	<b>\$ 161,800</b>	<b>\$ 850,000</b>	<b>425.34%</b>
990131	IT- Allocated Costs	128,697	141,400	141,400	178,900	26.52%
990419	FLEET MAINT ALLOCATION	36,263	32,800	32,800	33,700	2.74%
<b>Total Allocations</b>		<b>\$ 164,960</b>	<b>\$ 174,200</b>	<b>\$ 174,200</b>	<b>\$ 212,600</b>	<b>22.04%</b>
<b>Parks &amp; Recreation Total</b>		<b>\$ 2,566,080</b>	<b>\$ 3,075,120</b>	<b>\$ 3,222,120</b>	<b>\$ 5,238,400</b>	<b>70.35%</b>



## THE CENTER AT DELTONA DIVISION (Division No. 750)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Events Manager	0	1.00	1.00	0.00	0.00	0.00	0.00
Operations Manager	35	1.00	1.00	1.00	0.00	1.00	0.00
Sales Associate	15	1.00	1.00	1.00	0.00	1.00	0.00
Administrative Assistant I	13	1.00	1.00	1.00	0.00	1.00	0.00
Facility Technician	11	3.00	3.00	3.00	0.00	3.00	0.00
Facility Technician (PT)	11	1.00	1.00	1.00	0.00	1.00	0.00
Receptionist/Office Assistant	10	1.00	1.00	1.00	0.00	1.00	0.00
<b>TOTAL</b>		<b>9.00</b>	<b>9.00</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>

**Functional Duties:** The Center at Deltona’s mission is to provide a premier event center for all personal and professional events; ranging from weddings, birthdays, baby showers, quinceañeras, all the way to corporate training, meetings, and much more. The Center at Deltona will continue to host our *Signature Events* such as Sunday Brunch, Bonkerz Comedy Club, Latin Nights, Concerts and more. The Center at Deltona will also provide community events throughout the year offered at no charge to our guests. The Center at Deltona, as always, will continue to support and provide space for the Council on Aging.

**Mission Statement:** “The Center at Deltona, a premier event center to fulfill the personal and professional needs of our community as well as surrounding communities. Building better relationships with all of our fellow neighbors and friends- for a City of the Move. “

## GOALS, OBJECTIVES, & PERFORMANCE MEASURES

### FY 20-21 Key Accomplishments:

- Achieve Center sales goal of \$300,000
  - *Strategic Goal: Fiscal Issues*
  - *Status: Ongoing*
- Update/Refresh our FaceBook page with professional photos and galleries for room layouts.
  - *Strategic Goal: Fiscal Issues*
  - *Status: Ongoing*
- Update/Refresh our Center at Deltona page with professional photos and galleries, making it more user-friendly to capture more inquiries and sales-create "The Center Brand"
  - *Strategic Goal: Fiscal Issues*
  - *Status: Ongoing*
- Expand the Center's Signature Events to capture a more diverse crowd and engage all demographics of the community
  - *Strategic Goal: Fiscal*
  - *Status: Ongoing*
- Create and implement new policies and procedures for the training and continuing education of staff to ensure five-star service to all the Center's clients and guests.
  - *Strategic Goal: Fiscal*
  - *Status: Ongoing*

### FY 21-22 Key Goals:

- Achieve Center sales goals of \$330,000
  - *Strategic Goal: Fiscal*
- Continue development and execution of Signature Events and attract the diverse demographics of our West Volusia Communities. Including family-focused events and events geared toward our youth for the residents of the City of Deltona.
  - *Strategic Goal: Fiscal*
- Redefine job descriptions and duties, creating performance practices and expectations for the staff at The Center. To support the growth of The Center and to adopt training procedures for new hires for consistency in operations.
  - *Strategic Goal: Fiscal*
- Execute a marketing campaign in our local community that highlights the great value and affordable options for our residents to host and have their private functions at The Center at Deltona.
  - *Strategic Goal: Fiscal*

### Key Ongoing Goals:

- Maintain the many sanitation and safety procedures put in place during Covid. To ensure we are keeping public safety at the forefront of our events and prospective new client base.
  - *Strategic Goal: Fiscal*
- Create Wedding social media platforms and websites for targeting newlyweds and the younger generations planning their weddings and choosing The Center as their venue.
  - *Strategic Goal: Fiscal*

- Work with Event industry promoters to continue building relationships to maximize the marketing efforts of our events and reach larger audiences.
  - *Strategic Goal: Fiscal*
- Enhance and improve upon post-event marketing. Creating a consistent procedure for post-event follow-up and referral program that will generate new opportunities.
  - *Strategic Goal: Fiscal*

### Key Objectives:

- Improve online survey feedback and provide metrics to our team for areas of opportunity to improve our operations. Ongoing.
- Schedule consistent quarterly sales and customer service training meetings with our team. To keep our team up to date on the newest trends in events, along with motivational training for achieving the highest levels of customer service experience at The Center. Ongoing
- Continue to firmly manage the bar operations and provide additional revenue, with concessions and catering options that decrease costs and increase profits, while following all the State of Florida Liquor Regulation. Ongoing.
- Personnel Development: Continue to develop and cross-train all Center staff in the different areas of operations to ensure proper coverage and a smooth transaction in the absence of any team members.

### Key Performance Measures:

- Number of Events Booked
- Revenue generated from rental fees and liquor sales, concessions, linens and specialty set ups.
- Continue to strive to build sales month to month.
- Maintain a professional staff for The Center.
- Maintain our appeal at The Center – to provide for a diverse multi-generational audience.

Actual FY 19/20	Estimated FY 2020/21	Budget FY 2021/22
342	TBA	TBA
\$189,366	\$300,000	\$330,000
Completed	Increase	Pending
Completed	On-going	Pending
Completed	On-going	Ongoing

## DEPARTMENT PERSPECTIVE, TRENDS & HIGHLIGHTS

The Center is entering our fourth year of being recognized as a premier event & conference center. The Center is a contender in the market, along with a well-established collection of event/conference centers in Volusia County and neighboring counties.

We certainly felt the brunt of Covid 19 during these last two budget years, being closed for a period of time and reopening with limited capacities and regulations. Through this process we were able to make many positive changes with implementation of team checklists and improved sanitation for public and staff health. Continuing these efforts will allow us to deliver even better service to our guests and community.

It is imperative that we continue to focus on consistent standards, procedures and policies that affect our growth in a positive forward thinking approach. While giving us the security of Best Practice systems in place for all employees and new hires.

Stronger relationships are being established with organizations in our surrounding communities which hold several meetings, events, awards banquets, and much more throughout the year. We are seeing repeat clients due to our amazing Center team and superior state of the art facility.

## BUDGET DETAILS

						FY20-21 BUDGET
						vs.
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY21-22 BUDGET
511200	SALARIES & WAGES	216,804	231,200	231,200	267,100	15.53%
511400	OVERTIME	327	1,500	1,500	1,000	-33.33%
512100	FICA TAXES	16,282	17,800	17,800	20,500	15.17%
512200	RETIREMENT CONTRIBUTIONS	19,369	23,000	23,000	28,800	25.22%
512300	HEALTH/DENTAL/LIFE INSURANCE	76,572	83,300	83,300	93,400	12.12%
512400	WORKERS COMPENSATION	9,085	11,100	11,100	10,400	-6.31%
<b>Total Personal Services</b>		<b>\$ 338,439</b>	<b>\$ 367,900</b>	<b>\$ 367,900</b>	<b>\$ 421,200</b>	<b>14.49%</b>
523401	OTHER CONTRACTUAL SVCS-MISC	141,916	176,200	186,200	183,000	3.86%
524001	TRAVEL & PER DIEM	965	2,000	2,000	2,000	0.00%
524101	COMMUNICATIONS	400	500	500	500	0.00%
524301	UTILITY SERVICES - GENERAL	67,952	60,500	60,500	61,000	0.83%
524501	INSURANCE - GENERAL	36,769	39,000	39,000	39,000	0.00%
524602	R&M - EQUIPMENT	2,045	3,000	3,000	3,000	0.00%
524603	R&M - BUILDING	20,219	18,200	26,900	17,200	-5.49%
524801	PROMOTIONAL ACTIVITIES	205	1,300	1,300	1,300	0.00%
524900	OTHR CURRENT CHARGES&OBLIGATNS	722	700	700	700	0.00%
524904	ADVERTISING	1,010	4,000	4,000	4,000	0.00%
525101	OFFICE SUPPLIES - GENERAL	2,032	3,000	3,000	3,000	0.00%
525102	FURNITURE & EQUIPMENT	1,295	-	-	-	0.00%
525202	SMALL TOOLS & EQUIPMENT	-	1,000	10,000	1,000	0.00%
525203	JANITORIAL SUPPLIES	5,295	7,000	7,000	7,000	0.00%
525206	UNIFORMS	418	500	500	500	0.00%
525210	OPERATING SUPPLIES - OTHER	30,034	83,000	55,300	80,000	-3.61%
525400	PUBLICATION-MEMBRSH-P-TRAIING	178	1,700	1,700	1,700	0.00%
<b>Total Operating Expenses</b>		<b>\$ 311,454</b>	<b>\$ 401,600</b>	<b>\$ 401,600</b>	<b>\$ 404,900</b>	<b>0.82%</b>
710000	DEBT SERVICE - PRINCIPAL	150,000	160,000	160,000	165,000	3.13%
720000	DEBT SERVICE - INTEREST	254,006	247,000	247,000	238,600	-3.40%
<b>Total Debt Service</b>		<b>\$ 404,006</b>	<b>\$ 407,000</b>	<b>\$ 407,000</b>	<b>\$ 403,600</b>	<b>-0.84%</b>
910501	CAPITAL OUTLAY - REPLACEMENT	10,000	5,900	5,900	205,000	3374.58%
<b>Total Transfers</b>		<b>\$ 10,000</b>	<b>\$ 5,900</b>	<b>\$ 5,900</b>	<b>\$ 205,000</b>	<b>3374.58%</b>
990131	IT- ALLOCATED COSTS	28,204	34,600	34,600	52,600	52.02%
<b>Total Allocations</b>		<b>\$ 28,204</b>	<b>\$ 34,600</b>	<b>\$ 34,600</b>	<b>\$ 52,600</b>	<b>52.02%</b>
<b>The Center at Deltona Total</b>		<b>\$ 1,092,103</b>	<b>\$ 1,217,000</b>	<b>\$ 1,217,000</b>	<b>\$ 1,487,300</b>	<b>22.21%</b>

## SPECIAL REVENUE FUNDS SUMMARY

	Stormwater Utility	Solid Waste Management	Fire/Rescue Impact Fees	SHIP Grant	CDBG Grant	Streetlighting Districts
SOURCES						
Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenue	0	0	0	0	0	0
Special Assessment	5,055,000	6,783,000	0	0	0	152,500
Impact Fees	0	0	157,000	0	0	0
Other Fees	0	70,000	0	0	0	0
Grants	0	0	0	640,000	600,000	0
Miscellaneous Revenue	0	10,000	0	0	0	0
Interest Income	6,200	7,000	500	0	0	0
<b>Total Revenue</b>	<b>\$ 5,061,200</b>	<b>\$ 6,870,000</b>	<b>\$ 157,500</b>	<b>\$ 640,000</b>	<b>\$ 600,000</b>	<b>\$ 152,500</b>
Transfer-In	535,000	0	0	0	0	0
Debt Proceeds	0	0	0	0	0	0
<b>Total Revenue incl. Transfers &amp; Debt Proceeds</b>	<b>\$ 5,596,200</b>	<b>\$ 6,870,000</b>	<b>\$ 157,500</b>	<b>\$ 640,000</b>	<b>\$ 600,000</b>	<b>\$ 152,500</b>
Fund Balance Carryforward	878,644	1,117,571	27,828	0	43,830	14,752
<b>Total Sources</b>	<b>\$ 6,474,844</b>	<b>\$ 7,987,571</b>	<b>\$ 185,328</b>	<b>\$ 640,000</b>	<b>\$ 643,830</b>	<b>\$ 167,252</b>
USES						
Public Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Physical Environment	4,049,800	6,804,400	0	0	0	0
Transportation	0	0	0	0	0	167,000
Economic Environment	0	0	0	640,000	237,500	0
Culture/Recreation	0	0	0	0	0	0
Debt Services	529,000	0	0	0	0	0
Capital Outlay	1,738,800	0	0	0	370,000	0
<b>Total Expenditures</b>	<b>\$ 6,317,600</b>	<b>\$ 6,804,400</b>	<b>\$ -</b>	<b>\$ 640,000</b>	<b>\$ 607,500</b>	<b>\$ 167,000</b>
Transfer-Out	0	0	0	0	0	0
<b>Total Expenditures incl. Transfers</b>	<b>\$ 6,317,600</b>	<b>\$ 6,804,400</b>	<b>\$ -</b>	<b>\$ 640,000</b>	<b>\$ 607,500</b>	<b>\$ 167,000</b>
Ending Fund Balance	157,244	1,183,171	185,328	0	36,330	252
<b>Total Uses</b>	<b>\$ 6,474,844</b>	<b>\$ 7,987,571</b>	<b>\$ 185,328</b>	<b>\$ 640,000</b>	<b>\$ 643,830</b>	<b>\$ 167,252</b>

	Park Impact		Tree	Environmental	Law	Economic
	Fees	Transportation	Replacement Fees	Improvement Trust	Enforcement Impact Fees	Development
SOURCES						
Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenue	0	2,350,000	0	0	0	0
Special Assessment	0	0	0	0	0	0
Impact Fees	822,000	0	0	0	84,000	0
Other Fees	0	0	50,000	0	0	0
Grants	0	736,500	0	0	0	0
Miscellaneous Revenue	0	0	0	0	0	0
Interest Income	1,000	3,500	1,000	100	500	0
<b>Total Revenue</b>	<b>\$ 823,000</b>	<b>\$ 3,090,000</b>	<b>\$ 51,000</b>	<b>\$ 100</b>	<b>\$ 84,500</b>	<b>\$ -</b>
Transfer-In	0	3,000,000	0	0	0	0
Debt Proceeds	0	0	0	0	0	0
<b>Total Revenue incl. Transfers &amp; Debt Proceeds</b>	<b>\$ 823,000</b>	<b>\$ 6,090,000</b>	<b>\$ 51,000</b>	<b>\$ 100</b>	<b>\$ 84,500</b>	<b>\$ -</b>
Fund Balance Carryforward	1,200,815	11,808,283	806,413	42,683	197,940	525,600
<b>Total Sources</b>	<b>\$ 2,023,815</b>	<b>\$ 17,898,283</b>	<b>\$ 857,413</b>	<b>\$ 42,783</b>	<b>\$ 282,440</b>	<b>\$ 525,600</b>
USES						
Public Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Physical Environment	0	0	150,000	0	0	0
Transportation	0	258,600	0	0	0	0
Economic Environment	0	0	0	0	0	0
Culture/Recreation	0	0	0	0	0	0
Debt Services	0	1,456,700	0	0	0	0
Capital Outlay	0	12,700,000	0	0	0	0
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 14,415,300</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer-Out	0	0	0	0	0	0
<b>Total Expenditures incl. Transfers</b>	<b>\$ -</b>	<b>\$ 14,415,300</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Ending Fund Balance	2,023,815	3,482,983	707,413	42,783	282,440	525,600
<b>Total Uses</b>	<b>\$ 2,023,815</b>	<b>\$ 17,898,283</b>	<b>\$ 857,413</b>	<b>\$ 42,783</b>	<b>\$ 282,440</b>	<b>\$ 525,600</b>

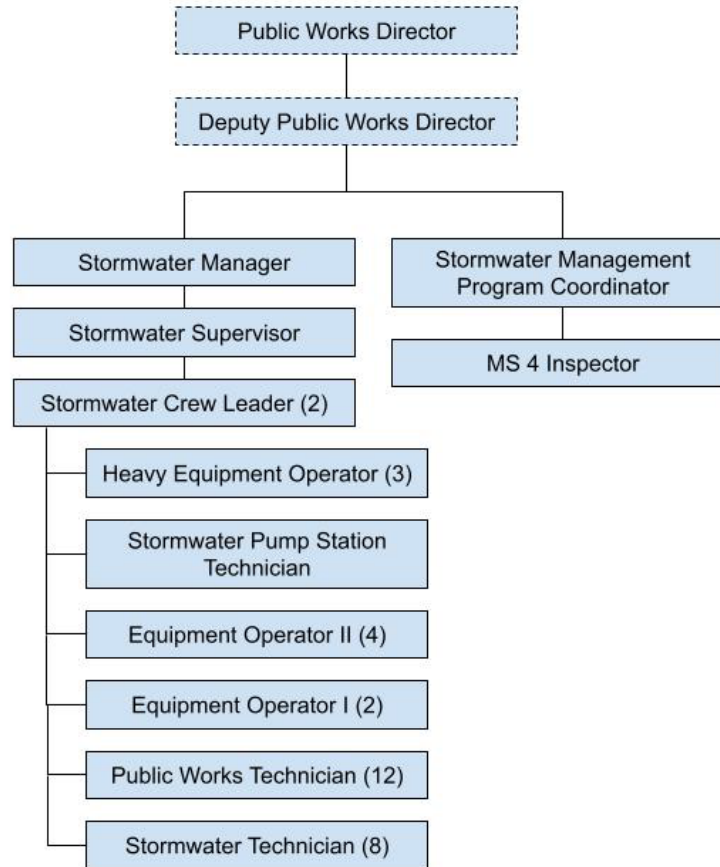
	Transportation		Community Redevelopment		Miscellaneous	
	NSP Grants	Impact Fees	Lake Districts	Area (CRA)	Grants Match	Grants
<b>SOURCES</b>						
Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ 226,000	\$ -	\$ -
Intergovernmental Revenue	0	0	0	150,000	0	0
Special Assessment	0	0	20,000	0	0	0
Impact Fees	0	455,000	0	0	0	0
Other Fees	0	0	0	0	0	0
Grants	180,000	0	0	0	0	0
Miscellaneous Revenue	0	0	0	0	0	0
Interest Income	0	0	500	1,500	0	0
<b>Total Revenue</b>	<b>\$ 180,000</b>	<b>\$ 455,000</b>	<b>\$ 20,500</b>	<b>\$ 377,500</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer-In	0	0	0	0	0	0
Debt Proceeds	0	0	0	0	0	0
<b>Total Revenue incl. Transfers &amp; Debt Proceeds</b>	<b>\$ 180,000</b>	<b>\$ 455,000</b>	<b>\$ 20,500</b>	<b>\$ 377,500</b>	<b>\$ -</b>	<b>\$ -</b>
Fund Balance Carryforward	0	0	59,305	701,211	378,500	0
<b>Total Sources</b>	<b>\$ 180,000</b>	<b>\$ 455,000</b>	<b>\$ 79,805</b>	<b>\$ 1,078,711</b>	<b>\$ 378,500</b>	<b>\$ -</b>
<b>USES</b>						
Public Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Physical Environment	0	0	22,200	0	0	0
Transportation	0	0	0	0	0	0
Economic Environment	180,000	0	0	0	0	0
Culture/Recreation	0	0	0	0	0	0
Debt Services	0	0	0	0	0	0
Capital Outlay	0	0	0	748,800	0	0
<b>Total Expenditures</b>	<b>\$ 180,000</b>	<b>\$ -</b>	<b>\$ 22,200</b>	<b>\$ 748,800</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer-Out	0	455,000	0	0	0	0
<b>Total Expenditures incl. Transfers</b>	<b>\$ 180,000</b>	<b>\$ 455,000</b>	<b>\$ 22,200</b>	<b>\$ 748,800</b>	<b>\$ -</b>	<b>\$ -</b>
Ending Fund Balance	0	0	57,605	329,911	378,500	0
<b>Total Uses</b>	<b>\$ 180,000</b>	<b>\$ 455,000</b>	<b>\$ 79,805</b>	<b>\$ 1,078,711</b>	<b>\$ 378,500</b>	<b>\$ -</b>

## STORMWATER UTILITY FUND SOURCES & USES (Division No. 380)

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 remained at \$128.00 per ERU (Equivalent Residential Unit) for the third consecutive year. The funding program includes, but is not limited to, maintenance of the existing stormwater catches 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.

					FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
Stormwater Assessments	\$ 4,974,580	\$ 4,987,000	\$ 4,987,000	\$ 5,055,000	1.36%
Grants	(796)	0	0	0	0.00%
Interest Income	58,698	6,200	6,200	6,200	0.00%
Miscellaneous Revenue	57,281	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 5,089,763</b>	<b>\$ 4,993,200</b>	<b>\$ 4,993,200</b>	<b>\$ 5,061,200</b>	<b>1.36%</b>
Transfer-In	0	0	0	535,000	100.00%
Debt Proceeds	0	0	0	0	0.00%
<b>Total Revenue incl. Transfers &amp; Debt Proceeds</b>	<b>\$ 5,089,763</b>	<b>\$ 4,993,200</b>	<b>\$ 4,993,200</b>	<b>\$ 5,596,200</b>	<b>12.08%</b>
Fund Balance Carryforward	3,442,509	4,029,213	4,029,213	878,644	-78.19%
<b>Total Sources</b>	<b>\$ 8,532,272</b>	<b>\$ 9,022,413</b>	<b>\$ 9,022,413</b>	<b>\$ 6,474,844</b>	<b>-28.24%</b>
Personal Services	\$ 1,963,745	\$ 2,488,500	\$ 2,476,800	\$ 2,542,600	2.17%
Operating Expenses	990,367	1,017,900	1,104,600	1,507,200	48.07%
Debt Services	528,094	528,600	528,600	529,000	0.08%
Capital Outlay	1,020,852	1,832,600	4,033,769	1,738,800	-5.12%
<b>Total Expenditures</b>	<b>\$ 4,503,058</b>	<b>\$ 5,867,600</b>	<b>\$ 8,143,769</b>	<b>\$ 6,317,600</b>	<b>7.67%</b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	4,029,213	3,154,813	878,644	157,244	-95.02%
<b>Total Uses</b>	<b>\$ 8,532,271</b>	<b>\$ 9,022,413</b>	<b>\$ 9,022,413</b>	<b>\$ 6,474,844</b>	<b>-28.24%</b>





## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Stormwater Manager	26	1.00	1.00	1.00	0.00	1.00	0.00
Stormwater Supervisor	19	1.00	1.00	1.00	0.00	1.00	0.00
SW Management Prog. Coord.	115	1.00	1.00	1.00	0.00	1.00	0.00
MS4 Inspector	16	1.00	1.00	1.00	0.00	1.00	0.00
Stormwater Crew Leader	15	2.00	2.00	2.00	0.00	2.00	0.00
Heavy Equipment Operator	14	3.00	3.00	3.00	0.00	3.00	0.00
Pump Station Technician	13	1.00	1.00	1.00	0.00	1.00	0.00
Equipment Operator II	13	4.00	4.00	4.00	0.00	4.00	0.00
Stormwater Technician	12	8.00	8.00	8.00	0.00	8.00	0.00
Equipment Operator I	12	2.00	2.00	2.00	0.00	2.00	0.00
Public Works Technician	11	12.00	12.00	12.00	0.00	12.00	0.00
TOTAL		36.00	36.00	36.00	0.00	36.00	0.00

**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 20-21 Key Accomplishments:**

- Continue with in-house capital improvement projects
  - *Strategic Goal: Infrastructure*
  - *Status: 100% complete by 09/30/21.*
- Continue with CDBG funded projects for drainage improvement projects located in eligible areas +\$300,800
  - *Strategic Goal: Infrastructure*
  - *Status: 50% complete by 09/30/21. Delay due to the impact of COVID-19.*
- Work with regulatory agencies to clear backlogged projects
  - *Strategic Goal: Infrastructure*
  - *Status: Design & permitting completed by year-end and construction to follow next fiscal year.*
- Complete permitting on backlogged projects and initiate construction
  - *Strategic Goal: Infrastructure*
  - *Status: Design & permitting delayed due to re-evaluation of the scope of the project.*
- Work with our engineering consultant on our new Stormwater Master Plan
  - *Strategic Goal: Infrastructure*
  - *Status: 80% Complete*

### **FY 21-22 Key Goals:**

- Continue with in-house capital improvement projects
  - *Strategic Goal: Infrastructure*
- Continue with CDBG funded projects for drainage improvement projects located in eligible areas +\$300,000
  - *Strategic Goal: Infrastructure*
- Initiate construction on completed designed Stormwater improvement projects
  - *Strategic Goal: Infrastructure*
- Initiate sidewalk edging maintenance
  - *Strategic Goal: Infrastructure*

## Key Ongoing Goals:

- Maintain plants and landscaping at Stormwater Ponds Citywide.
  - *Strategic Goal: Infrastructure*
- Begin FEMA Elevation modeling.
  - *Strategic Goal: Infrastructure*
- Continue to provide long & short-term goals for the Stormwater Division
  - *Strategic Goal: Infrastructure*

## 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 a 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 ponds and clean-ups and provide the community with awareness of water bodies and pollutants.
- To ensure compliance with National Pollutant Discharge Elimination System (NPDES) requirements.
- Involve the community in reporting illegal dumping in drainage retention areas.
- Organize and staff Spruce up Deltona, our annual spring clean-up.
- Continue training & testing City employee who is required to possess a CDL.

## 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 for CDBG and other grant funded projects.
- Hold community meetings to seek participation in Lake and provide awareness.

Actual FY 2019/20	Estimated FY 2020/21	Budget FY 2021/22
8	8/10	8/10
52	52	52
4 times per year	4 times per year	4 times per year
50 locations	50 locations	50 locations
\$64,800	\$150,000	\$300,000+
4	4	4

## CAPITAL OUTLAY BUDGET DETAIL

<b><i>Project Description</i></b>	<b>Budget</b>
Clear Lake Pump Station Upgrade/Redesign Phase I & II Combined w/#1	\$970,000
Lamplighter Ave. Drainage Improvements	225,000
Drainage Pipe Rahab	150,000
Catalina Blvd. Drainage Improvements	16,000
727 Cloverleaf Blvd. Drainage Improvements	16,000
Nardello Drive Drainage Improvements	27,000
2031 Dearing Ave. Drainage Improvements	27,500
Windsorheights St./E. Waco Drive Drainage Improvements	19,000
2971 Norvell Court Drainage Improvements	8,000
<b><i>Equipment</i></b>	
New / Replacement PC's, tablets, Laptops	2,500
Dump Trucks Replace #006, #0404, #0426	123,000
Emergency Portable Pumps Replacement (#0851, #0747)	58,800
Skid Steers – SW-0701	96,000
<b>Total Capital Outlay</b>	<b>\$1,738,800</b>

- Clear Lake Pump Station Upgrade/Redesign Phase I&II Combined w/#1***  
 Clear Lake Pump Station currently is an outdated low GPM above-ground pump station, the area around this station has outgrown its pumping capacity. Upgrading/Redesigning will require two phases. Phase I Engineering design & Permitting, Phase II Construction. These improvements will give us the ability to better control high lake levels.
- Lamplighter Ave. Drainage Improvements***  
 This project will be designed, engineered, and permitted during this calendar year. The project will likely consist of the installation of underdrains along Lamplighter Avenue and surrounding roadways. In addition, it is expected there will be a need for expansion of a shallow drainage retention area off of Bluebird Terrace. The addition of sanitary sewer under a project with Deltona Water is a possible component of this project.
- Drainage Pipe Rehab***  
 The City of Deltona has several stormwater pipes 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.

- ***Catalina Blvd. Drainage Improvements***  
The right-of-way on Catalina Blvd. between Yorkshire Drive and Sixma Road holes standing water. Install 300ft of 18" HDPE Sock, two 24" Nyloplast Basins, and restore ground cover with same as existing.
- ***727 Cloverleaf Blvd. Drainage Improvements***  
The property at 727 has Stormwater entering it from the roadway during heavy rain events. Install 400ft of 15" HDPE pipe, three drainage structures, remove and replace two driveways, restore ground cover with same as existing.
- ***Nardello Drive Drainage Improvements***  
The property at 2971 Norvell Ct. is impacted by Stormwater run-off Norvell Court, to correct this concern we will install 100ft of 15" HDPE Pipe, one drainage structure, tie in-to existing system, remove and replace one driveway, restore ground cover with same as existing.
- ***2031 Dearing Ave. Drainage Improvements***  
Several properties on Dearing Ave are impacted during and after heavy rain events. Install 400ft of 24" HDPE Sock Pipe, install two drainage basins, remove and replace five driveways, restore ground cover with same as existing.
- ***Windsorheights St./E. Waco Drive Drainage Improvements.***  
This intersection floods during heavy rain events. To correct this concern, we will install 250ft of 18" HDPE Pipe, 80ft of HP Pipe, three drainage structures, tie- into existing system, restore ground cover with same as existing.
- ***2971 Norvell Court Drainage Improvements***  
The property at 2971 Norvell Ct. is impacted by Stormwater run-off Norvell Court, to correct this concern we will install 100ft of 15" HDPE Pipe, one drainage structure, tie-in-to existing system, remove and replace one driveway, restore ground cover with same as existing.
- ***New / Replacement PC's, Tablets, Laptops***  
The City is looking to replace those desktops and laptops that are out of warranty over a two-year period.
- ***Dump Trucks Replace #006, #0404, #0426***  
Freight-liner Dump truck, 12 yards, Cummins engine. Dump Truck ID# SW-0006; has reached the end of its service life.
- ***Emergency Portable Pump Replacement (#0851, #0747)***  
Trailer mounted; sound attenuated vacuum-assisted pump. 4" pump ID# SW-0851 has reached the end of its service lift.
- ***Skid Steers - SW-0701***  
The loader will replace SW-0813 which has reached the end of its service life.

## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET		FY20-21 BUDGET vs. FY21-22 BUDGET
				BUDGET	BUDGET	
511200	SALARIES & WAGES	1,236,498	1,604,000	1,592,300	1,578,700	-1.58%
511400	OVERTIME	68,594	47,700	47,700	45,000	-5.66%
511500	SPECIAL PAY	4,488	4,700	4,700	4,700	0.00%
512100	FICA TAXES	97,090	121,200	121,200	124,600	2.81%
512200	RETIREMENT CONTRIBUTIONS	117,695	154,000	154,000	173,200	12.47%
512300	HEALTH/DENTAL/LIFE INSURANCE	397,867	499,900	499,900	563,000	12.62%
512400	WORKERS COMPENSATION	39,811	57,000	57,000	53,400	-6.32%
512500	UNEMPLOYMENT COMPENSATION	1,702	-	-	-	0.00%
<b>Total Personal Services</b>		<b>\$ 1,963,745</b>	<b>\$ 2,488,500</b>	<b>\$ 2,476,800</b>	<b>\$ 2,542,600</b>	<b>2.17%</b>
523101	PROFESSIONAL SERVICES - OTHER	2,700	18,100	104,800	106,100	486.19%
523102	GENERAL LEGAL SERVICES	20,000	20,000	20,000	20,000	0.00%
523114	WATER TESTING SERVICES	2,980	8,000	8,000	8,000	0.00%
523401	OTHER CONTRACTUAL SVCS-MISC	19,738	33,000	33,000	33,000	0.00%
523404	SOFTWARE/NETWORK MAINTENANCE	511	500	500	1,000	100.00%
523405	MOWING & LITTER CONTROL	41,350	65,000	40,000	275,000	323.08%
523406	CONTRACTUAL SVCS - VOLUSIA CO	20,305	25,000	25,000	25,000	0.00%
523415	TREE REMOVAL	20,000	17,500	17,500	20,000	14.29%
523420	SIGN FABRICATION/SIGNAL MTNCE	-	1,000	1,000	1,000	0.00%
524001	TRAVEL & PER DIEM	-	1,500	1,500	1,500	0.00%
524101	COMMUNICATIONS	1,643	2,300	2,300	2,300	0.00%
524102	POSTAGE	-	1,000	1,000	1,000	0.00%
524301	UTILITY SERVICES - GENERAL	48,395	40,000	40,000	54,000	35.00%
524402	RENTALS & LEASES - EQUIPMENT	1,443	5,000	5,000	5,000	0.00%
524602	R&M - EQUIPMENT	76,192	69,000	69,000	94,000	36.23%
524607	R&M - INFRASTRUCTURE	87,003	78,000	98,000	118,000	51.28%
524610	R&M - OTHER	10,311	14,800	14,800	35,000	136.49%
524701	PRINTING & BINDING - GENERAL	960	1,500	1,500	1,500	0.00%
524901	RECOGNITIONS	-	-	-	1,000	100.00%
524906	DUMPING FEES	2,175	4,000	4,000	4,000	0.00%
524910	BACKGROUNDS/PHYSICALS/WEELNESS	2,315	1,500	1,500	1,500	0.00%
524951	ADMINISTRATIVE CHARGES	180,000	180,000	180,000	180,000	0.00%
524999	COUNTY NAVA FEES	50,629	52,350	52,350	52,300	-0.10%
525101	OFFICE SUPPLIES - GENERAL	1,210	1,500	1,500	1,500	0.00%
525102	FURNITURE & EQUIPMENT	454	-	-	500	100.00%
525201	FUEL & OIL	73,968	66,000	66,000	79,000	19.70%
525202	SMALL TOOLS & EQUIPMENT	15,815	13,700	13,700	20,400	48.91%
525206	UNIFORMS	15,014	22,500	22,500	22,500	0.00%
525210	OPERATING SUPPLIES - OTHER	28,815	13,500	13,500	23,500	74.07%
525212	LAB SUPPLIES	-	1,500	1,500	1,500	0.00%
525213	LANDSCAPING-SEED-SOD	32,990	45,000	50,000	75,000	66.67%
525301	ROAD MATERIALS & SUPPLIES	46,528	59,000	59,000	59,000	0.00%
525302	DRAINAGE MATERIALS & SUPPLIES	50	-	-	-	0.00%
525400	PUBLICATION-MEMBERSHIP-TRAINING	1,522	3,500	3,500	2,700	-22.86%
<b>Total Operating Expenses</b>		<b>\$ 805,014</b>	<b>\$ 865,250</b>	<b>\$ 951,950</b>	<b>\$ 1,325,800</b>	<b>53.23%</b>

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21		FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
				REVISED BUDGET			
640100	COMPUTER EQUIPMENT	-	5,800	5,800		2,500	-56.90%
640160	CAPITALIZED INTANGIBLES	42,424	250,000	650,000		-	-100.00%
640400	VEHICLES	192,413	125,000	125,000		123,000	-1.60%
640500	E/Q & MACHINERY	363,722	320,900	320,900		154,800	-51.76%
650100	DRAINAGE PIPE REHAB	146,488	150,000	150,000		150,000	0.00%
650100	MONTEBELLO AVENUE	165,846	-	-		-	0.00%
650100	2433 VICKI COURT DRAINAGE	4,048	-	-		-	0.00%
650100	PROVIDENCE/NORMANDY	-	-	132,000		-	0.00%
650100	GALENA TERRACE	-	41,000	41,000		-	-100.00%
650100	DEARING AVE (2031)	-	-	-		27,500	100.00%
650100	FITZPATRICK/ARLENE	6,341	-	-		-	0.00%
650100	NARDELLO DR DRAINAGE	-	-	-		27,000	100.00%
650100	LAMPLIGHTER AVE	-	-	-		225,000	100.00%
650100	LAKE BATON/EVANS PUMP	-	-	350,000		-	0.00%
650100	CLEAR LAKE PUMP STATION	-	-	125,000		970,000	100.00%
650100	MALONE COURT/LOMBARDY	-	-	37,600		-	0.00%
650100	522 ANTOINETTE STREET	31,244	-	-		-	0.00%
650100	2096 PARKTON DRIVE	15,859	-	-		-	0.00%
650100	KARLO COURT	-	43,000	43,000		-	-100.00%
650100	CLOVERLEAF BLVD (727)	-	-	-		16,000	100.00%
650100	LAKE GLEASON OUTFALL	-	-	398,000		-	0.00%
650100	GREENWOOD STREET PH 1 & 2	28,937	-	-		-	0.00%
650100	CLEWISTON/COURTLAND	-	-	18,000		-	0.00%
650100	SABLE AVE	-	26,000	26,000		-	-100.00%
650100	COACHMAN DR	-	20,000	20,000		-	-100.00%
650100	NORVEL (2971) CT	-	-	-		8,000	100.00%
650100	WINDSOR HEIGHTS/WACO	-	-	-		19,000	100.00%
650100	NW DRAINAGE IMPROVEMENTS	23,531	850,900	876,469		-	-100.00%
650100	LAKE WINDSOR PUMP STATION	-	-	340,000		-	0.00%
650100	LAKE WINDSOR FORCEMAIN	-	-	150,000		-	0.00%
650100	FT SMITH PUMP STATION	-	-	225,000		-	0.00%
650100	CATALINA BLVD DRAINAGE	-	-	-		16,000	100.00%
<b>Total Capital Outlay</b>		<b>\$ 1,020,852</b>	<b>\$ 1,832,600</b>	<b>\$ 4,033,769</b>		<b>\$ 1,738,800</b>	<b>-5.12%</b>
710000	DEBT SERVICE - PRINCIPAL	323,142	339,800	339,800		357,300	5.15%
720000	DEBT SERVICE - INTEREST	204,952	188,800	188,800		171,700	-9.06%
<b>Total Debt Service</b>		<b>\$ 528,094</b>	<b>\$ 528,600</b>	<b>\$ 528,600</b>		<b>\$ 529,000</b>	<b>0.08%</b>
990131	IT- Allocated Costs	19,898	38,450	38,450		44,200	14.95%
990419	FLEET MAINT ALLOCATION	165,455	114,200	114,200		137,200	20.14%
<b>Total Allocation</b>		<b>\$ 185,353</b>	<b>\$ 152,650</b>	<b>\$ 152,650</b>		<b>\$ 181,400</b>	<b>18.83%</b>
<b>Stormwater Fund Total</b>		<b>\$ 4,503,058</b>	<b>\$ 5,867,600</b>	<b>\$ 8,143,769</b>		<b>\$ 6,317,600</b>	<b>7.67%</b>

## SOLID WASTE MANAGEMENT FUND SOURCES & USES (Division No. 340)

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 rate remained at \$202.80 per residence for the fourth consecutive year. 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.

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Franchise Fee	\$ 66,400	\$ 64,000	\$ 64,000	\$ 70,000	9.38%
Solid Waste Assessments - Residential	6,707,283	6,738,000	6,738,000	6,748,000	0.15%
Solid Waste Assessments - New Homes	112,252	50,000	50,000	35,000	-30.00%
Fines & Forfeits	13,561	10,000	10,000	10,000	0.00%
Interest Income	34,369	7,000	7,000	7,000	0.00%
Miscellaneous Revenue	525	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 6,934,391</b>	<b>\$ 6,869,000</b>	<b>\$ 6,869,000</b>	<b>\$ 6,870,000</b>	<b>0.01%</b>
Transfer-In	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
<b>Total Revenue incl. Transfers &amp; Debt Proceeds</b>	<b>\$ 6,934,391</b>	<b>\$ 6,869,000</b>	<b>\$ 6,869,000</b>	<b>\$ 6,870,000</b>	<b>0.01%</b>
Fund Balance Carryforward	557,133	931,021	931,021	1,117,571	20.04%
<b>Total Sources</b>	<b>\$ 7,491,524</b>	<b>\$ 7,800,021</b>	<b>\$ 7,800,021</b>	<b>\$ 7,987,571</b>	<b>2.40%</b>
Personal Services	48,913	51,400	51,400	55,100	7.20%
Operating Expenses	6,511,590	6,631,050	6,631,050	6,749,300	1.78%
Debt Services	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>\$ 6,560,503</b>	<b>\$ 6,682,450</b>	<b>\$ 6,682,450</b>	<b>\$ 6,804,400</b>	<b>1.82%</b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	931,021	1,117,571	1,117,571	1,183,171	5.87%
<b>Total Uses</b>	<b>\$ 7,491,524</b>	<b>\$ 7,800,021</b>	<b>\$ 7,800,021</b>	<b>\$ 7,987,571</b>	<b>2.40%</b>





## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Solid Waste Customer Svc. Rep.	13	1.00	1.00	1.00	0.00	1.00	0.00
<b>TOTAL</b>		1.00	1.00	1.00	0.00	1.00	0.00

**Functional Duties:** The Solid Waste Customer Service Representative ensure that all solid waste generated and accumulated within the City is collected, removed and disposed of properly. Additionally, the position investigate complaints; enforce codes, and document violations along with monitoring the Solid Waste Collection contract.

**Mission Statement:** *“To provide the most efficient and professional Solid Waste Services to the Citizens of Deltona.”*

## GOALS, OBJECTIVES & PERFORMANCE MEASURES

### **FY 20-21 Key Accomplishments:**

- Evaluate the non-ad-valorem rate for FY 2021/2022.
  - Strategic Goal: Public Safety - Strengthen Code Enforcement
  - Status: Continue for next year.
- Introduce and implement the alternative program(s) that can replace the curbside recycling program.
  - Strategic Goal: Public Safety - Strengthen Code Enforcement
  - Status: Continue for next year.
- Create a reserve for the solid waste fund to possibly offset future cost increases.
  - Strategic Goal: Public Safety - Strengthen Code Enforcement
  - Status: Ongoing.

### **FY 21-22 Key Goals:**

- Evaluate non-ad-valorem rate for FY 2021/2022.
  - Strategic Goal: Strengthen Code Enforcement
- Improve customer service by providing continuing education and training.
  - Strategic Goal: Public Safety - Strengthen Code Enforcement
- Create reserve for solid waste fund to possibly offset future cost increases.
  - Strategic Goal: Public Safety - Strengthen Code Enforcement

## BUDGET DETAILS

						FY20-21 BUDGET vs. FY21-22 BUDGET
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
511200	SALARIES & WAGES	31,329	32,000	32,000	33,200	3.75%
511400	OVERTIME	45	300	300	300	0.00%
512100	FICA TAXES	2,277	2,500	2,500	2,600	4.00%
512200	RETIREMENT CONTRIBUTIONS	2,793	3,200	3,200	3,600	12.50%
512300	HEALTH/DENTAL/LIFE INSURANCE	11,363	11,900	11,900	14,000	17.65%
512400	WORKERS COMPENSATION	1,108	1,500	1,500	1,400	-6.67%
<b>Total Personal Services</b>		<b>48,913</b>	<b>51,400</b>	<b>51,400</b>	<b>55,100</b>	<b>7.20%</b>
523101	PROFESSIONAL SERVICES - OTHER	91,200	95,400	95,400	95,400	0.00%
523102	GENERAL LEGAL SERVICES	50,000	50,000	50,000	50,000	0.00%
523409	LOT MAINTENANCE ENFORCEMENT	17,600	25,000	25,000	25,000	0.00%
523416	REFUSE COLLECTION	6,231,967	6,315,000	6,315,000	6,430,000	1.82%
524101	COMMUNICATIONS	274	-	-	-	0.00%
524102	POSTAGE	-	15,000	15,000	15,000	0.00%
524701	PRINTING & BINDING - GENERAL	-	8,100	8,100	8,100	0.00%
524801	PROMOTIONAL ACTIVITIES	-	1,000	1,000	1,000	0.00%
524951	ADMINISTRATIVE CHARGES	70,000	70,000	70,000	70,000	0.00%
524999	OTHER CURRENT CHARGES	44,891	45,250	45,250	45,300	0.11%
<b>Total Operating Expenses</b>		<b>\$ 6,505,931</b>	<b>\$ 6,624,750</b>	<b>\$ 6,624,750</b>	<b>\$ 6,739,800</b>	<b>1.74%</b>
990131	IT- Allocated Costs	5,659	6,300	6,300	9,500	50.79%
<b>Total Allocation</b>		<b>\$ 5,659</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>	<b>\$ 9,500</b>	<b>50.79%</b>
<b>Solid Waste Management Fund Total</b>		<b>\$ 6,560,503</b>	<b>\$ 6,682,450</b>	<b>\$ 6,682,450</b>	<b>\$ 6,804,400</b>	<b>1.82%</b>

## FIRE/RESCUE SERVICE IMPACT FEES FUND SUMMARY

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 the land which requires the issuance of a building permit or any changes in the use of a structure that 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 facilities; and acquisition and equipping of rescue vehicles and another emergency equipment.

					FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
Impact Fee - Residential	\$ 125,226	\$ 50,000	\$ 50,000	\$ 152,000	204.00%
Impact Fee - Commercial	167,159	5,000	5,000	5,000	0.00%
Interest Income	1,460	500	500	500	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 293,845</b>	<b>\$ 55,500</b>	<b>\$ 55,500</b>	<b>\$ 157,500</b>	<b>183.78%</b>
Transfer In	0	0	0	0	0.00%
Debt Proceeds	0	0	0	0	0.00%
<b>Total Revenue incl. Transfers &amp; Debt Proceeds</b>	<b>\$ 293,845</b>	<b>\$ 55,500</b>	<b>\$ 55,500</b>	<b>\$ 157,500</b>	<b>183.78%</b>
Fund Balance Carryforward	116,083	322,328	322,328	27,828	-91.37%
<b>Total Sources</b>	<b>\$ 409,928</b>	<b>\$ 377,828</b>	<b>\$ 377,828</b>	<b>\$ 185,328</b>	<b>-50.95%</b>
Transfer-Out	87,600	100,000	350,000	0	-100.00%
Ending Fund Balance	322,328	277,828	27,828	185,328	-33.29%
<b>Total Uses</b>	<b>\$ 409,928</b>	<b>\$ 377,828</b>	<b>\$ 377,828</b>	<b>\$ 185,328</b>	<b>-50.95%</b>

## STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) FUND SUMMARY

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.

			FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET			
SHIP - Program Awards	\$ 629,218	\$ 169,500	\$ 922,194	\$ 640,000	277.58%
Program Revenue	0	50,000	50,000	0	-100.00%
Interest Income	6,123	500	500	0	-100.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 635,341</b>	<b>\$ 220,000</b>	<b>\$ 972,694</b>	<b>\$ 640,000</b>	<b>190.91%</b>
Fund Balance Carryforward	0	0	0	0	0.00%
<b>Total Sources</b>	<b>\$ 635,341</b>	<b>\$ 220,000</b>	<b>\$ 972,694</b>	<b>\$ 640,000</b>	<b>190.91%</b>
Administration Charges	87,366	2,500	24,500	17,000	580.00%
Disaster Mitigation/Recovery Program	0	20,000	20,000	50,000	150.00%
Purchase Assistance Program	0	0	120,000	270,000	100.00%
Owner Occupied Rehabilitation Program	506,465	166,000	776,694	250,000	50.60%
Homeowner Counseling Program	750	1,500	1,500	3,000	100.00%
Rental Assistance	40,760	30,000	30,000	50,000	66.67%
<b>Total Operating Expenses</b>	<b>\$ 635,341</b>	<b>\$ 220,000</b>	<b>\$ 972,694</b>	<b>\$ 640,000</b>	<b>190.91%</b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	0	0	0	0	0.00%
<b>Total Uses</b>	<b>\$ 635,341</b>	<b>\$ 220,000</b>	<b>\$ 972,694</b>	<b>\$ 640,000</b>	<b>190.91%</b>

## COMMUNITY DEVELOPMENT BLOCK (CDBG) GRANT FUND SUMMARY

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.

					FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
CDBG - Program Awards	\$ 508,105	\$ 877,500	\$ 1,642,894	\$ 600,000	-31.62%
Interest Income	0	0	0	0	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 508,105</b>	<b>\$ 877,500</b>	<b>\$ 1,642,894</b>	<b>\$ 600,000</b>	<b>-31.62%</b>
Transfer-In	0	0	0	0	
Fund Balance Carryforward	0	0	0	43,830	100.00%
<b>Total Sources</b>	<b>\$ 508,105</b>	<b>\$ 877,500</b>	<b>\$ 1,642,894</b>	<b>\$ 643,830</b>	<b>-26.63%</b>
Administration Charges	116,648	120,000	268,000	119,000	-0.83%
Housing Rehabilitation Program	0	144,000	2,000	28,500	-80.21%
Infrastructure Improvement Program	0	0	0	0	0.00%
Public Services	78,359	85,000	675,809	90,000	5.88%
Public Facilities	0	0	0	0	0.00%
Capital Outlay	313,098	528,500	653,255	370,000	-29.99%
<b>Total Expenses</b>	<b>\$ 508,105</b>	<b>\$ 877,500</b>	<b>\$ 1,599,064</b>	<b>\$ 607,500</b>	<b>-30.77%</b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	0	0	43,830	36,330	100.00%
<b>Total Uses</b>	<b>\$ 508,105</b>	<b>\$ 877,500</b>	<b>\$ 1,642,894</b>	<b>\$ 643,830</b>	<b>-26.63%</b>

## GOALS, OBJECTIVES & PERFORMANCE MEASURES

### FY 20-21 Key Accomplishments:

- Continue to use CDBG funded projects for drainage projects that are located in the Area of Greatness Need (AGN) - 60,000.
  - *Strategic Goal: Infrastructure*
  - *Status: 100% complete by 9/30/2021*
- Continue to provide funding for CDBG funded Parks capital projects that are located in the AGN - \$500,000
  - *Strategic Goal: Infrastructure*
  - *Status: 100% complete by 9/30/2021*
- Continued to provide basic repair assistance for very-low and low-income households CDBG/SHIP - \$250,000
  - *Strategic Goal: Economic Development – Create more diversified and high-quality housing opportunities*
  - *Status: Initiated or completed 14 home rehabilitation projects*
- Continue to provide funding to address homelessness during the initial crisis period - 30,000
  - *Strategic Goal: Economic Development- Create more diversified and high-quality housing opportunities*
  - *Status: The City allocated approximately \$30,000 in CDBG Public Service funds to the West Volusia Neighborhood Center to assist more than 40 persons in the first response to the homelessness program.*
- Provided rental and utility assistance for very-low and low-income households (CDBG/SHIP) - \$50,000
  - *Strategic Goal: Economic Development - Create more diversified and high-quality housing opportunities*
  - *Status: City allocated \$50,000 to New Hope Human Services and Neighborhood Center West Volusia for rental and utility assistance.*
- Continued to support local non-profit organizations that provide services to Deltona residents.
  - *Strategic Goal: Economic Development - City will distribute approximately \$85,000 of CDBG funds to support public services providing elder care, addressing child welfare, and*
  - *Status: City will distribute approximately \$85,000 of CDBG funds to support public services providing elder care, addressing child welfare, and homelessness prevention.*
- Assisted in the City response to COVID-19.
  - *Strategic Goal: Internal and External Communication – Social services.*
  - *Status: Planning and Development Services has been a primary team member in the dissemination of over \$350,000 in CARES Act COVID-19 relief funds to provide rental, mortgage, and utility assistance. The remaining \$250,000.00 will be expended prior to FY20-21.*

**FY 21-22 Key Goals:**

- Continue to successfully keep the City in compliance with federal and state grant regulations, including the Community Development Block Grant (CDBG), and the Community Development Block Grant - Coronavirus Act, Relief and Economic Security Act (CDBG-CARES)
  - *Strategic Goal: Economic Development - Diversified and high-quality housing.*
- Work with the Affordable Housing Advisory Committee (AHAC) to achieve statutory goals.
  - *Strategic Goal: Strategic Goal: Internal and External communication - Assessment for social service.*
- Utilize CDBG funds for community-wide benefits (i.e. park equipment improvements, ADA compliant sidewalks, and stormwater management facilities).
  - *Strategic Goal: Infrastructure- Expand City park facilities*
- Continue to provide CDBG funds to support well-positioned social service groups that operate within the City for the betterment of the community.
  - *Strategic Goal: Internal and External Communication - Social service assessment.*

**Key Ongoing Goals:**

- Continue to support households in need of assistance, including but not limited to repairs, mortgage, rent, and utility assistance, child care subsidies, support for the elderly, and student mentoring.
  - *Strategic Goal: Grant expenditures and management*
- Continue to keep the City in compliance with CDBG and CDBG CARES grant guidelines
  - *Strategic Goal: Fiscal Issues- Grant expenditures and management*
- Continue to actively participate and coordinate with committees, non-profits, and various city departments for the benefit of the residents of Deltona.
  - *Strategic Goal: Internal and External Communication*

**Key Objectives:**

- Apply CDBG Grants to Parks, Public Works, and Public Service projects
- Continue to provide assistance with CARES Act and COVID-19 relief funds
- Prepare and address COVID-19 relief activities
- Continue to review, rank, and recommend for the purpose of funding social service providers

**Key Performance Measures:**

Number of Public Works and infrastructure projects  
 Number of Parks projects  
 Number of grants managed  
 Number of grants applications submitted  
 Number of annual reports  
 Number press releases and public notices  
 Number of meetings  
 Number of inquiries/visits

Actual FY2019/20	Estimated FY2020/21	Budget FY2021/22
7	4	3
4	3	4
2	2	2
2	4	4
2	4	4
8	9	9
6	8	8
	9,764	6,000

### CDBG Fund Capital Projects

Projects	Budget
Providence/Normandy Drainage	\$370,000
<b>Total Capital Projects</b>	<b>\$370,000</b>

- ***Providence Blvd/Normandy Blvd Drainage***

The intersection at Providence Blvd/Normandy Blvd floods during heavy and prolong rain events. This project will require two phases. Phase one Engineering, design and permitting to be funded with Stormwater Capital funds \$80,000.00. Phase two Construction to be funded with CDBG funds \$370,000.00



## 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. All streetlighting assessments remained unchanged for the 2021-22 fiscal year.

					FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
Assessments	\$ 145,584	\$ 146,900	\$ 146,900	\$ 152,500	3.81%
Interest Income	665	0	0	0	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 146,249</b>	<b>\$ 146,900</b>	<b>\$ 146,900</b>	<b>\$ 152,500</b>	<b>3.81%</b>
Transfer-In	0	0	0	0	0.00%
Fund Balance Carryforward	32,372	34,552	34,552	14,752	-57.30%
<b>Total Sources</b>	<b>\$ 178,621</b>	<b>\$ 181,452</b>	<b>\$ 181,452</b>	<b>\$ 167,252</b>	<b>-7.83%</b>
Administration Charges	9,000	9,000	9,000	9,000	0.00%
Operating Expenses	135,069	157,700	157,700	158,000	0.19%
<b>Total Operating Expenses</b>	<b>\$ 144,069</b>	<b>\$ 166,700</b>	<b>\$ 166,700</b>	<b>\$ 167,000</b>	<b>0.18%</b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	34,552	14,752	14,752	252	-98.29%
<b>Total Uses</b>	<b>\$ 178,621</b>	<b>\$ 181,452</b>	<b>\$ 181,452</b>	<b>\$ 167,252</b>	<b>-7.83%</b>

## 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 the 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.

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Impact Fees - Residential	\$ 681,241	\$ 350,000	\$ 350,000	\$ 822,000	134.86%
Interest Income	10,078	5,000	5,000	1,000	-80.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 691,319</b>	<b>\$ 355,000</b>	<b>\$ 355,000</b>	<b>\$ 823,000</b>	<b>131.83%</b>
Transfer-In	0	0	0	0	0.00%
Fund Balance Carryforward	1,024,596	845,815	845,815	1,200,815	41.97%
<b>Total Sources</b>	<b>\$ 1,715,915</b>	<b>\$ 1,200,815</b>	<b>\$ 1,200,815</b>	<b>\$ 2,023,815</b>	<b>68.54%</b>
Transfer-Out	870,100	0	0	0	0.00%
Ending Fund Balance	845,815	1,200,815	1,200,815	2,023,815	68.54%
<b>Total Uses</b>	<b>\$ 1,715,915</b>	<b>\$ 1,200,815</b>	<b>\$ 1,200,815</b>	<b>\$ 2,023,815</b>	<b>68.54%</b>

## 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 inter-local 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 accounts for the expenditure of proceeds from the Capital Improvement Revenue Refunding Bonds, Series 2016.

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
1-6 Cent Gas Tax	\$ 1,216,782	\$ 1,318,300	\$ 1,318,300	\$ 1,388,000	5.29%
1-5 Cent Gas Tax	889,503	954,000	954,000	962,000	0.84%
Sidewalk Fees	249,473	0	0	0	0.00%
Grants	1,211,130	2,669,800	7,627,024	736,500	-72.41%
Interest Income	166,844	10,000	10,000	3,500	-65.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 3,733,731</b>	<b>\$ 4,952,100</b>	<b>\$ 9,909,324</b>	<b>\$ 3,090,000</b>	<b>-37.60%</b>
Transfer In - General Fund	554,500	0	0	3,000,000	100.00%
Transfer In - Econ. Dev. Fund	0	0	0	0	0.00%
Transfer In - Transportation Impact Fees	523,575	225,000	225,000	0	-100.00%
Debt Proceeds	0	0	0	0	0.00%
<b>Total Revenue incl. Transfers &amp; Debt Proceeds</b>	<b>\$ 4,811,806</b>	<b>\$ 5,177,100</b>	<b>\$ 10,134,324</b>	<b>\$ 6,090,000</b>	<b>17.63%</b>
Fund Balance Carryforward	17,276,746	17,492,950	17,492,950	11,808,283	-32.50%
<b>Total Sources</b>	<b>\$ 22,088,552</b>	<b>\$ 22,670,050</b>	<b>\$ 27,627,274</b>	<b>\$ 17,898,283</b>	<b>-21.05%</b>
Personal Services	127,352	278,500	278,500	238,600	-14.33%
Operating Expenses	145,426	19,800	19,800	20,000	1.01%
Debt Services	1,457,413	1,456,000	1,456,000	1,456,700	0.05%
Capital Outlay	2,865,411	4,115,600	14,064,691	12,700,000	208.58%
<b>Total Expenditures</b>	<b>\$ 4,595,602</b>	<b>\$ 5,869,900</b>	<b>\$ 15,818,991</b>	<b>\$ 14,415,300</b>	<b>145.58%</b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	17,492,950	16,800,150	11,808,283	3,482,983	-79.27%
<b>Total Uses</b>	<b>\$ 22,088,552</b>	<b>\$ 22,670,050</b>	<b>\$ 27,627,274</b>	<b>\$ 17,898,283</b>	<b>-21.05%</b>

*Budgeted Personal Services (Full Time Equivalent)*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Public Works Director	52	0.30	0.30	0.30	0.00	0.30	0.00
Deputy Public Works Director	40	0.33	0.33	0.33	0.00	0.33	0.00
City Engineer	44	0.20	0.20	0.20	0.00	0.20	0.00
Assistant City Engineer	31	0.20	0.20	0.20	0.00	0.20	0.00
Project Admin.-Construction	23	0.20	0.20	0.20	0.00	0.20	0.00
Project Admin.-Environmental	23	0.20	0.20	0.20	0.00	0.20	0.00
Senior Engineering Inspector	22	0.20	0.20	0.20	0.00	0.20	0.00
Engineering Inspector	20	0.20	0.20	0.20	0.00	0.20	0.00
Utility Inspector		0.00	0.00	0.00	0.00	0.20	0.20
TOTAL		1.83	1.83	1.83	0.00	2.03	0.20

All positions budgeted in the Public Works departments. Update the Utility Inspector position split with other department.

**Functional Duties:** To oversee, maintain and improve upon the City's streets and roadways to ensure the safe transportation of residents and visitors throughout the City.

**Mission Statement:** *"To provide for a safe and efficient transportation infrastructure."*

## GOALS, OBJECTIVES & PERFORMANCE MEASURES

### FY 20-21 Key Accomplishments:

- Continue to advance multiple projects in the TPO queue as directed. Funding for the construction of Providence Trail has been added to assist with pursuing grants.
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
  - *Status: City continues to work on various TPO-funded projects including intersection improvements, embedded lights, and paved shoulders.*
- Elkcarn paved shoulders - Initiate construction from N. Normandy to Ft. Smith. Manage TPO requirements
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
  - *Status: Project has been designed and awaiting the finalization of a LAP agreement.*
- Ft. Smith paved shoulders - Finalizing plans and securing FDOT funding from Elkcarn Blvd. to Providence Blvd. Manage TPO requirements.
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
  - *Status: Project has been designed and awaiting the finalization of a LAP agreement.*
- Finalize plans for paved shoulders along Elkcarn from Ft. Smith to Courland in three projects. Construction money has been budgeted to assist with pursuing grants.
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
  - *Status: Project is in the initial phases of being designed.*

- Continue milling and resurfacing roadways throughout the City based on the updated PCI report ongoing this fiscal year.
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
  - *Status: City continues to mill & repave roadways with a PCI of 60 or lower as funding allows.*
- Continue the sidewalk program throughout the city.
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
  - *Status: City continues to install sidewalks Citywide to promote safe pedestrian access throughout the City.*
- Commenced ADA Transition Plan evaluating all the sidewalk/roadway connections throughout the City for ADA compliance and safety.
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
  - *Status: City continues to evaluate sidewalks Citywide to promote safe pedestrian access throughout the City.*
- Constructed the Internally Illuminated Raised Pavement Markers (iiRPM's) Crosswalk Program B JPA projects.
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
  - *Status: Project completed in the fourth quarter of 2021.*
- Constructed the TPO Sidewalk projects feeding Spirit Elementary and Deltona Lakes Elementary Schools.
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
  - *Status: Project completed in the first quarter of 2021.*

#### **FY 21-22 Key Goals:**

- Prepare plans and implement the Rhode Island Extension for the future FDOT interchange and connecting N Normandy Blvd. with Howland Blvd. in advance of the Portland Industries development project.
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
- Continue milling and resurfacing roadways throughout the City based on the updated PCI report ongoing this fiscal year. Budgeting affords 8-10 miles per year milling/resurfacing/pavement markings.
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
- Continue sidewalk program throughout the City
  - *Strategic Goal: Infrastructure - Transportation CIP program for roads and sidewalks*
  - *The city will begin addressing ADA compliance issues that impact driveways where new sidewalk installations are planned. This may reduce the number of linear feet of sidewalks constructed each year.*

## CAPITAL OUTLAY BUDGET DETAIL

Projects	Budget
Road Resurfacing & Striping	\$500,000
Sidewalk	250,000
Providence Trail Phase 1A (Perimeter to Alexander)	1,500,000
E. Normandy (Farrington to Quincy)	350,000
ADA Transition Plan	100,000
Rhode Island Extension / N. Normandy	10,000,000
<b>Total Capital Outlay</b>	<b>\$12,700,000</b>

- ***Road Resurfacing & Stripping - Ongoing***

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.

- ***Sidewalk - Ongoing***

The City has an on-going program to add sidewalks throughout the City. The current policy is to install sidewalks that improve connectivity within the City. Once those are completed, the focus will shift to areas identified by various complaints or requests.

- ***Providence Trail Phase 1A (Perimeter to Alexander)***

The City has an on-going program to add trails throughout the City. The City has submitted a portion of the master planned trail along Providence Blvd to the TPO for cost share of the design. Funds will carry forward from year to year.

- ***E. Normandy (Farrington to Quincy)***

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.

- ***ADA Transition Plan***

The current ADA transition plan has been found to be outdated, the City is working with consultants to complete a transition plan that will assess the deficiencies and make recommendations to address these issues.

- ***Rhode Island Extension/N. Normandy***

For many years the County of Volusia has proposed to extend the Rhode Island Av. corridor in Orange City to the east, flying over Interstate 4 and terminating at N. Normandy Blvd. within Deltona. To date, the County has not started construction on the above-mentioned roadway segment. However, with the Construction of Amazon and the entitlement of other large-scale large-scale developments within the Deltona Activity Center necessitate a more robust roadway network, including an extension of Rhode Island Av. The proposed addition of Rhode Island Av. would extend east from N. Normandy Blvd. The Rhode Island Av. corridor would then transition to the north linking up with either M.Sgt. Tara Jacobs Brown Av. or Wolf Pack Run, and eventually linking connecting with Howland Blvd. The benefits of the Rhode Island Av. extension area are as follows:

- 1) Provides a parallel facility to both Graves Av. and Saxon Blvd.
  - 2) Represents an efficient route for freight traffic to access Interstate-4.
  - 3) Opens up land within the Activity Center for further economic development opportunities.
- The extension of Rhode Island Ave. is about 1.4 miles between M.Sgt. Tara Jacobs Brown Av. and N. Normandy Blvd. At ultimate build-out, the roadway is planned to be a four-lane facility. Certain segments of the alignment will follow existing and allocated right- of- way corridors. Right- of- way acquisition will be needed to support other segments of the roadway.

## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21		FY20-21 BUDGET vs. FY21-22 BUDGET
				REVISED BUDGET	FY21-22 BUDGET	
511200	SALARIES & WAGES	90,370	209,600	209,600	165,200	-21.18%
511400	OVERTIME	29	200	200	-	-100.00%
512100	FICA TAXES	6,652	12,200	12,200	12,600	3.28%
512200	RETIREMENT CONTRIBUTIONS	14,120	22,500	22,500	26,800	19.11%
512300	HEALTH/DENTAL/LIFE INSURANCE	14,408	31,000	31,000	31,200	0.65%
512400	WORKERS COMPENSATION	1,773	3,000	3,000	2,800	-6.67%
<b>Total Personal Services</b>		<b>\$ 127,352</b>	<b>\$ 278,500</b>	<b>\$ 278,500</b>	<b>\$ 238,600</b>	<b>-14.33%</b>
523101	PROFESSIONAL SERVICES - OTHER	500	1,500	1,500	1,500	0.00%
523401	OTHER CONTRACTUAL SVCS-MISC	424	1,000	1,000	1,500	50.00%
524101	COMMUNICATIONS	-	300	300	-	-100.00%
524603	R&M - BUILDING	127,502	-	-	-	0.00%
524951	ADMINISTRATIVE CHARGES	17,000	17,000	17,000	17,000	0.00%
<b>Total Operating Expenses</b>		<b>\$ 145,426</b>	<b>\$ 19,800</b>	<b>\$ 19,800</b>	<b>\$ 20,000</b>	<b>1.01%</b>
631001	SIDEWALKS & BIKE PATHS	551,813	250,000	367,781	250,000	0.00%
631021	ROAD RESURFACING	215,861	1,000,000	2,615,739	500,000	-50.00%
650100	TIVOLI(SAXON2PROVIDENCE BLVD)	53,412	-	-	-	0.00%
650100	E NORMANDY(FARRINGTON-QUINCY)	16,094	-	188,379	350,000	100.00%
650100	TIVOLI INTERSECTION	970,890	-	-	-	0.00%
650100	ELKCAM (NORM-FT SMITH)	12,659	2,115,300	2,159,770	-	-100.00%
650100	ELKCAM (FTSMITH-PROV)	8,456	-	58,717	-	0.00%
650100	FT SMITH (ELKCAM-PROV)	5,424	40,700	994,776	-	-100.00%
650100	ELKCAM (PROV-HOWLAND)	55,185	319,300	3,168,565	-	-100.00%
650100	ELKCAM (HOWLAND-COURTLAND)	39,622	-	72,195	-	0.00%
650100	INTERSECTION IMPROVEMENTS	47,969	-	1,596,412	-	0.00%
650100	TPO-SIDEWALKS	489,824	-	487,025	-	0.00%
650100	TPO-PROVIDENCE TRAIL	246,131	-	202,104	1,500,000	100.00%
650100	TPO-LIGHTS 12 CROSSWALKS	40,937	224,300	983,363	-	-100.00%
650100	ADA TRANSITION PLAN	-	-	250,000	100,000	100.00%
650100	iIRPM PROGRAM B	111,135	166,000	919,865	-	-100.00%
650100	RHODE ISLAND EXTENSION	-	-	-	10,000,000	100.00%
<b>Total Capital Outlay</b>		<b>\$ 2,865,411</b>	<b>\$ 4,115,600</b>	<b>\$ 14,064,691</b>	<b>\$ 12,700,000</b>	<b>208.58%</b>
710000	DEBT SERVICE - PRINCIPAL	545,000	570,000	570,000	600,000	5.26%
720000	DEBT SERVICE - INTEREST	912,413	886,000	886,000	856,700	-3.31%
<b>Total Debt Service</b>		<b>\$ 1,457,413</b>	<b>\$ 1,456,000</b>	<b>\$ 1,456,000</b>	<b>\$ 1,456,700</b>	<b>0.05%</b>
<b>Transportation Fund Total</b>		<b>\$ 4,595,602</b>	<b>\$ 5,869,900</b>	<b>\$ 15,818,991</b>	<b>\$ 14,415,300</b>	<b>145.58%</b>



## TREE REPLACEMENT FEES FUND SOURCES & USES

The Tree Replacement Fees Fund accounts for fees charged for growth-related destruction of trees and green spaces. Activities subject to fees include any improvement to the land which requires the issuance of a building permit or any changes in the use of a structure that 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-way and on city-owned property. Additionally, there is an option to pay a fee for not meeting onsite tree replacement requirements.

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Fees	\$ 100,955	\$ 50,000	\$ 50,000	\$ 50,000	0.00%
Interest Income	11,168	5,000	5,000	1,000	-80.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 112,123</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 51,000</b>	<b>-7.27%</b>
Transfer-In	0	0	0	0	0.00%
Fund Balance Carryforward	849,424	901,413	901,413	806,413	-10.54%
<b>Total Sources</b>	<b>\$ 961,547</b>	<b>\$ 956,413</b>	<b>\$ 956,413</b>	<b>\$ 857,413</b>	<b>-10.35%</b>
Tree Replacement Expenses	60,134	150,000	150,000	150,000	0.00%
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	901,413	806,413	806,413	707,413	-12.28%
<b>Total Uses</b>	<b>\$ 961,547</b>	<b>\$ 956,413</b>	<b>\$ 956,413</b>	<b>\$ 857,413</b>	<b>-10.35%</b>

## CAPITAL OUTLAY BUDGET DETAIL

Projects	Dept.	Budget
City-wide Beautification	Parks & Rec.	\$25,000
Landscaping	Public Works	\$25,000
Right-of-way/Median Landscaping	Stormwater	\$75,000
Intersection Improvements Landscaping	Public Works	\$25,000
<b>Total Capital Outlay</b>		<b>\$150,000</b>

- ***City-wide Beautification***

The scope is 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.

- ***Landscaping***

The funds are used by Public Works to replace the landscaping that has been no longer flourishing or has been damaged.

- ***Right-of-Ways/Median Landscaping***

The scope 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 medians and rights-of-way.

- ***Landscaping – Intersection Improvements***

The scope includes landscaping of City intersections and the development of green spaces along right-of-ways.

## 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 removes, 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 that are no longer functioning due to significant alteration in the past.

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Fees	\$ -	\$ -	\$ -	\$ -	0.00%
Interest Income	361	300	300	100	-66.67%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 361</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ 100</b>	<b>-66.67%</b>
Fund Balance Carryforward	42,022	42,383	42,383	42,683	0.71%
<b>Total Sources</b>	<b>\$ 42,383</b>	<b>\$ 42,683</b>	<b>\$ 42,683</b>	<b>\$ 42,783</b>	<b>0.23%</b>
Mitigation Expenses	0	0	0	0	0.00%
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	42,383	42,683	42,683	42,783	0.23%
<b>Total Uses</b>	<b>\$ 42,383</b>	<b>\$ 42,683</b>	<b>\$ 42,683</b>	<b>\$ 42,783</b>	<b>0.23%</b>

## 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 of vehicles and other equipment.

					FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
Impact Fees - Residential	\$ 64,299	\$ 25,000	\$ 25,000	\$ 79,000	216.00%
Impact Fees - Commercial	85,618	10,000	10,000	5,000	-50.00%
Interest Income	1,214	500	500	500	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 151,131</b>	<b>\$ 35,500</b>	<b>\$ 35,500</b>	<b>\$ 84,500</b>	<b>138.03%</b>
Transfer-In	0	0	0	0	0.00%
Fund Balance Carryforward	71,309	222,440	222,440	197,940	-11.01%
<b>Total Sources</b>	<b>\$ 222,440</b>	<b>\$ 257,940</b>	<b>\$ 257,940</b>	<b>\$ 282,440</b>	<b>9.50%</b>
Transfer-Out	0	0	60,000	0	0.00%
Ending Fund Balance	222,440	257,940	197,940	282,440	9.50%
<b>Total Uses</b>	<b>\$ 222,440</b>	<b>\$ 257,940</b>	<b>\$ 257,940</b>	<b>\$ 282,440</b>	<b>9.50%</b>

## ECONOMIC DEVELOPMENT FUND

### SOURCES & USES

The Economic Development Fund accounts for the fiscal activity of the City's designated Economic Development Incentive and reserve 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. Approval from the Commission must be obtained prior to using funds from these reserves.

					FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
Transfer-In	\$ -	\$ -	\$ -	\$ -	0.00%
Fund Balance Carryforward	525,600	525,600	525,600	525,600	0.00%
<b>Total Sources</b>	<b>\$ 525,600</b>	<b>\$ 525,600</b>	<b>\$ 525,600</b>	<b>\$ 525,600</b>	<b>0.00%</b>
Operating Expenses	0	0	0	0	0.00%
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	525,600	525,600	525,600	525,600	0.00%
<b>Total Uses</b>	<b>\$ 525,600</b>	<b>\$ 525,600</b>	<b>\$ 525,600</b>	<b>\$ 525,600</b>	<b>0.00%</b>

## NEIGHBORHOOD STABILIZATION PROGRAM 1 (NSP 1 & 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 NSP1 and \$1.96 million for NSP 3 funds. Deltona has used the funds to great success to purchase 86 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 has completed the sale of the final NSP property. 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.

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
NSP Funds	\$ -	\$ 70,000	\$ 70,000	\$ -	-100.00%
Program Revenue	157,626	200,000	200,000	180,000	-10.00%
Interest Income	1,978	200	200	0	-100.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 159,605</b>	<b>\$ 270,200</b>	<b>\$ 270,200</b>	<b>\$ 180,000</b>	<b>-33.38%</b>
Transfer-In	0	0	0	0	0.00%
Fund Balance Carryforward	0	0	0	0	0.00%
<b>Total Sources</b>	<b>\$ 159,605</b>	<b>\$ 270,200</b>	<b>\$ 270,200</b>	<b>\$ 180,000</b>	<b>-33.38%</b>
Administration Charges	13,910	30,000	30,000	180,000	500.00%
Purchase Rehabilitation	145,695	240,200	240,200	0	-100.00%
Redevelopment	0	0	0	0	0.00%
Homeownership Activities	0	0	0	0	0.00%
<b>Total Operating Expenses</b>	<b>\$ 159,605</b>	<b>\$ 270,200</b>	<b>\$ 270,200</b>	<b>\$ 180,000</b>	<b>-33.38%</b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	0	0	0	0	0.00%
<b>Total Uses</b>	<b>\$ 159,605</b>	<b>\$ 270,200</b>	<b>\$ 270,200</b>	<b>\$ 180,000</b>	<b>-33.38%</b>

## 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 2016 Capital Improvement Revenue Refunding Bonds.

					FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
Impact Fees - Residential	\$ 465,108	\$ 150,000	\$ 150,000	\$ 450,000	200.00%
Impact Fees - Commercial	58,467	75,000	75,000	5,000	-93.33%
Interest Income	0	0	0	0	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 523,575</b>	<b>\$ 225,000</b>	<b>\$ 225,000</b>	<b>\$ 455,000</b>	<b>102.22%</b>
Fund Balance Carryforward	0	0	0	0	0.00%
<b>Total Sources</b>	<b>\$ 523,575</b>	<b>\$ 225,000</b>	<b>\$ 225,000</b>	<b>\$ 455,000</b>	<b>102.22%</b>
Transfer-Out	523,575	225,000	225,000	455,000	102.22%
Ending Fund Balance	0	0	0	0	0.00%
<b>Total Uses</b>	<b>\$ 523,575</b>	<b>\$ 225,000</b>	<b>\$ 225,000</b>	<b>\$ 455,000</b>	<b>102.22%</b>

## 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.

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Assessment Fees	\$ 21,283	\$ 20,000	\$ 20,000	\$ 20,000	0.00%
Interest Income	562	500	500	500	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 21,846</b>	<b>\$ 20,500</b>	<b>\$ 20,500</b>	<b>\$ 20,500</b>	<b>0.00%</b>
Transfer-In	0	0	0	0	0.00%
Fund Balance Carryforward	79,261	61,005	61,005	59,305	-2.79%
<b>Total Sources</b>	<b>\$ 101,107</b>	<b>\$ 81,505</b>	<b>\$ 81,505</b>	<b>\$ 79,805</b>	<b>-2.09%</b>
Administration Charges	5,000	5,000	5,000	5,000	0.00%
Operating Expenses	12,602	17,200	17,200	17,200	0.00%
<b>Total Operating Expenses</b>	<b>\$ 17,602</b>	<b>\$ 22,200</b>	<b>\$ 22,200</b>	<b>\$ 22,200</b>	<b>0.00%</b>
Transfer-Out	22,500	0	0	0	0.00%
Ending Fund Balance	61,005	59,305	59,305	57,605	-2.87%
<b>Total Uses</b>	<b>\$ 101,107</b>	<b>\$ 81,505</b>	<b>\$ 81,505</b>	<b>\$ 79,805</b>	<b>-2.09%</b>



## COMMUNITY REDEVELOPMENT AREA (CRA) SOURCES & USES

The Community Redevelopment Area (CRA) Fund accounts for the fiscal activities of the CRA (also known as "Southwest Deltona Community Redevelopment Area") established on August 15, 2016. The CRA is located in the southwest quadrant of the City of Deltona, centered along the Deltona / Normandy / Saxon Boulevards corridor. The purpose of this fund is to provide the City with funding for the rehabilitation, conservation, or redevelopment, or a combination thereof, of the CRA area, as provided in the Community Redevelopment plan and as permitted by law. The Fund shall exist for the duration of the "community redevelopment" pursuant to the Redevelopment Plan which is 20 years after the approval of the Redevelopment Plan. The annual funding of the CRA will result from the incremental increase in ad valorem taxes levied each year in the Redevelopment Area by the County of Volusia and the City of Deltona. Such an increment shall be determined annually and there shall be a ceiling on the annual county contribution of ninety-five percent (95%) of the tax increment share.

			FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET			
Ad Valorem Taxes - City of Deltona	\$ 130,699	\$ 166,000	\$ 166,000	\$ 226,000	36.14%
Ad Valorem Taxes - County of Volusia	88,418	109,500	109,500	150,000	36.99%
Interest Income	3,155	1,500	1,500	1,500	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>\$ 222,272</b>	<b>\$ 277,000</b>	<b>\$ 277,000</b>	<b>\$ 377,500</b>	<b>36.28%</b>
Transfer-In	0	0	0	0	0.00%
Fund Balance Carryforward	207,439	429,711	429,711	701,211	63.18%
<b>Total Sources</b>	<b>\$ 429,711</b>	<b>\$ 706,711</b>	<b>\$ 706,711</b>	<b>\$ 1,078,711</b>	<b>52.64%</b>
Operating Expenses	0	0	0	0	0.00%
Capital Outlay	0	198,000	5,500	748,800	278.18%
<b>Total Operating Expenses</b>	<b>\$ -</b>	<b>\$ 198,000</b>	<b>\$ 5,500</b>	<b>\$ 748,800</b>	<b>278.18%</b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	429,711	508,711	701,211	329,911	-35.15%
<b>Total Uses</b>	<b>\$ 429,711</b>	<b>\$ 706,711</b>	<b>\$ 706,711</b>	<b>\$ 1,078,711</b>	<b>52.64%</b>

### CAPITAL OUTLAY BUDGET DETAIL

Projects	Amount
Bus Shelter Project	\$84,000
ADA Repairs and Improvements	30,000
Curve Improvements Feasibility Study	120,000
Intersection Improvements Feasibility Study	130,800
Stormwater Feasibility Study – Enterprise/Deltona Blvd	160,000
Pedestrian Safety Accessibility	224,000
<b>Total Capital Outlay</b>	<b>\$748,800</b>

- **Bus Shelter Project**

The CRA currently has 4 bus shelters, 2 of which impede the sidewalk. Staff would like to move forward with replacing a shelter each year for the next 4 years, starting with the shelters located in the pedestrian path. The proposed shelters would be solar powered and lit with LED lights providing increased pedestrian safety. Staff would like to allocate \$28,000 per year to this effort. This would include the shelter kits, concrete pad, surveying, and acquiring easements over private property as necessary.

- **ADA Repairs and Improvements**

ADA repairs and improvements for sidewalks, bus stops, and crosswalks.

- **Curve Improvements Feasibility Study**

The curve in the 1500 block of East Normandy Boulevard has an extensive history of accidents, some being deadly. The city frequently has to replace the guard rails after accidents along this segment of the road. The end result would be a study and report on the feasibility of the project as well as potential costs, and time frames.

- **Intersection Improvements Feasibility Study**

A roundabout at the intersection of Deltona and Normandy Boulevards has long been suggested to eliminate the need for a stoplight and improve traffic flow through this intersection. The end result would be a study and report on the feasibility of the project as well as potential costs, and time frames.

- **Stormwater Feasibility Study – Enterprise/Deltona Blvd**

Stormwater study at Enterprise / Deltona Boulevard.

- **Pedestrian Safety Accessibility**

ADA repairs and improvements for sidewalks, bus stops, and crosswalks.

## 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 allow the City to apply for grants that require a commitment for matching funds that may or may not have been included as part of the annual budget process. The Commission must approve all uses of this fund.

					FY20-21 BUDGET vs. FY21-22 BUDGET
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	
Transfer In - General Fund	\$ -	\$ -	\$ -	\$ -	0.00%
Transfer In - Economic Development	0	0	0	0	0.00%
Fund Balance Carryforward	378,500	378,500	378,500	378,500	0.00%
<b>Total Sources</b>	<b>\$ 378,500</b>	<b>\$ 378,500</b>	<b>\$ 378,500</b>	<b>\$ 378,500</b>	<b>0.00%</b>
Transfer Out - Parks Projects	0	0	0	0	0.00%
Transfer Out - Deltona Water	0	0	0	0	0.00%
Transfer Out - Municipal Complex	0	0	0	0	0.00%
Ending Fund Balance	378,500	378,500	378,500	378,500	0.00%
<b>Total Uses</b>	<b>\$ 378,500</b>	<b>\$ 378,500</b>	<b>\$ 378,500</b>	<b>\$ 378,500</b>	<b>0.00%</b>

## 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 Miscellaneous Grants Fund remains available for use for future grants.

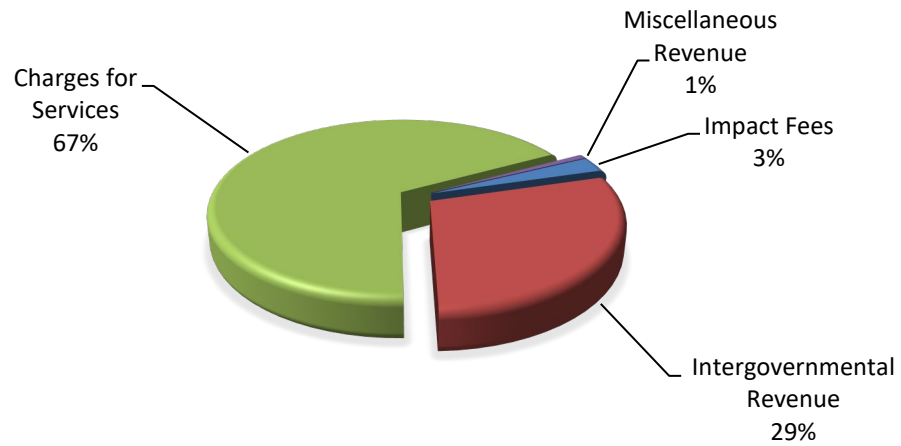
	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Transfer In - General Fund	\$ -	\$ -	\$ -	\$ -	0.00%
Fund Balance Carryforward	0	0	0	0	0.00%
<b>Total Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	0	0	0	0	0.00%
<b>Total Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>

## WATER/SEWER UTILITY FUND SOURCES & USES

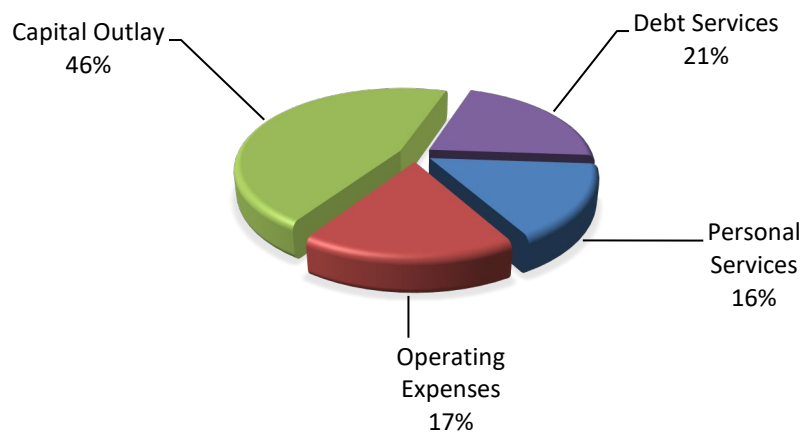
The Water/Sewer Utility Fund accounts for the fiscal activities related to operations, capital improvements and construction of capital projects for Deltona Water and is financed and operated in a manner similar to private business enterprises. It is the intent of the City that the costs of providing 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.

Description	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED ACTUAL	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Impact Fees	\$1,484,404	\$568,000	\$568,000	\$1,015,000	78.70%
Intergovernmental Revenue	975,695	5,879,000	5,879,000	11,000,000	87.11%
Charges for Services	23,733,016	24,483,500	24,483,500	25,467,000	4.02%
Miscellaneous Revenue	453,059	111,500	111,500	283,000	153.81%
<b>Total Revenue</b>	<b>\$26,646,174</b>	<b>\$31,042,000</b>	<b>\$31,042,000</b>	<b>\$37,765,000</b>	<b>21.66%</b>
Transfer-In	0	0	0	0	0.00%
Debt Proceeds	0	8,500,000	8,500,000	0	-100.00%
Fund Balance (Equity) Carryforward	28,959,044	27,437,901	27,437,901	11,555,202	-57.89%
<b>Total Sources</b>	<b>\$55,605,218</b>	<b>\$66,979,901</b>	<b>\$66,979,901</b>	<b>\$49,320,202</b>	<b>-26.37%</b>
Personal Services	\$5,447,501	\$6,837,200	\$6,837,200	\$6,842,400	0.08%
Operating Expenses	4,777,176	7,091,400	7,141,400	7,697,200	8.54%
Capital Outlay	8,300,807	20,151,300	32,399,499	20,020,000	-0.65%
Debt Services	9,641,833	9,046,600	9,046,600	9,179,900	1.47%
<b>Total Operating Expenditures</b>	<b>\$28,167,317</b>	<b>\$43,126,500</b>	<b>\$55,424,699</b>	<b>\$43,739,500</b>	<b>1.42%</b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance (Equity)	27,437,901	23,853,401	11,555,202	5,580,702	-76.60%
<b>Total Uses</b>	<b>\$55,605,218</b>	<b>\$66,979,901</b>	<b>\$66,979,901</b>	<b>\$49,320,202</b>	<b>-26.37%</b>

**FY21-22 REVENUE SOURCES  
BY CLASSIFICATION**



**FY21-22 EXPENDITURES  
BY CLASSIFICATION**

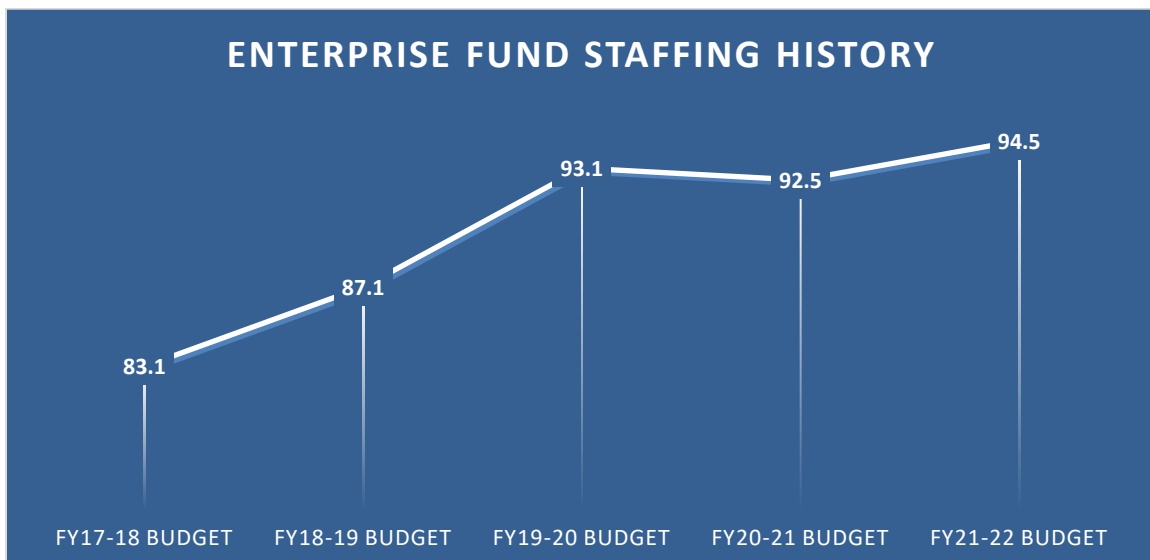


## EXPENDITURE SUMMARY BY DEPARTMENT

DEPARTMENT	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED ACTUAL	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
Administration	\$11,934,341	\$10,898,150	\$11,148,150	\$11,108,900	1.93%
Water Plant Operations	3,077,882	4,057,150	4,975,023	4,038,700	-0.45%
Wastewater Plant Operations	1,342,393	2,047,800	2,092,038	1,692,000	-17.37%
Customer Service/Billing	1,421,550	1,681,450	1,681,450	1,736,500	3.27%
Water WW Field Operations	2,251,042	2,814,000	3,146,946	3,994,800	41.96%
Eastern WW Treatment Plant	935,559	1,313,350	1,313,350	1,976,100	50.46%
RIB Site	153,030	1,538,000	1,288,000	1,554,600	1.08%
Lift Stations	197,128	576,600	576,600	487,900	-15.38%
Capital Outlay	6,854,392	18,200,000	29,203,142	17,150,000	-5.77%
<b>Total</b>	<b>\$28,167,317</b>	<b>\$43,126,500</b>	<b>\$55,424,699</b>	<b>\$43,739,500</b>	<b>1.42%</b>

## Water and Sewer Fund Budgeted Staffing

	FY16-17 BUDGET	FY17-18 BUDGET	FY18-19 BUDGET	FY19-20 BUDGET	FY20-21 BUDGET	FY21-22 BUDGET
Administration	7.8	7.8	6.8	7.8	7.8	8.8
Water Plant Operations	12.5	12.5	15.5	16.5	13.5	12.5
Wastewater Plant Operations	10.5	10.5	11.5	11.5	10.5	11.5
Customer Service/Billing	17.0	17.0	17.0	18.0	18.0	18.0
Water/WW Field Operations	26.3	26.3	27.3	30.3	32.7	34.7
Eastern Wastewater Treatment Plant	9.0	9.0	9.0	8.0	9.0	8.0
Lift Station	0.0	0.0	0.0	1.0	1.0	1.0
<b>Total General Fund</b>	<b>83.1</b>	<b>83.1</b>	<b>87.1</b>	<b>93.1</b>	<b>92.5</b>	<b>94.5</b>

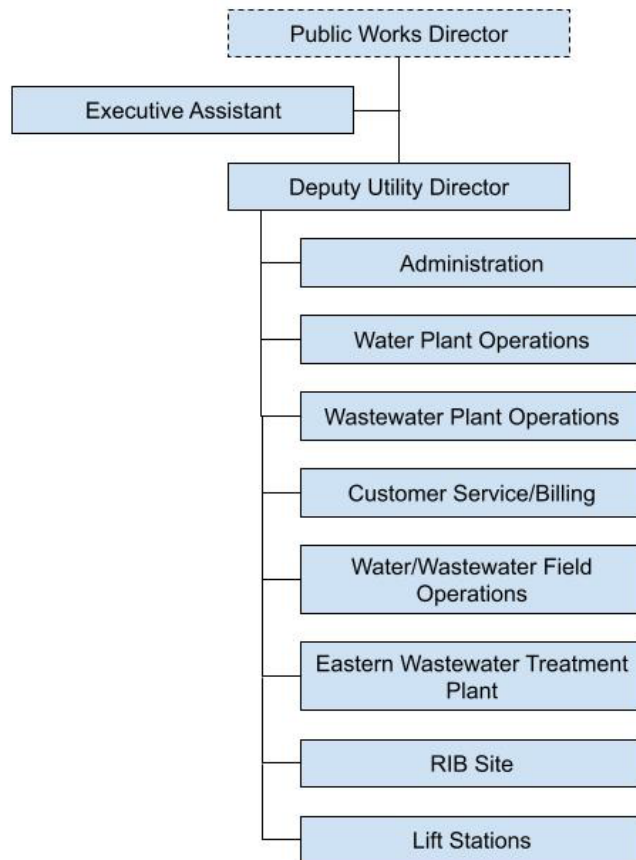


## EXPENDITURE SUMMARY BY OBJECT NUMBER

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED ACTUAL	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
5112	SALARIES & WAGES	\$3,638,797	\$4,420,500	\$4,420,500	\$4,279,700	-3.19%
5114	OVERTIME	194,270	210,800	210,800	209,000	-0.85%
5115	SPECIAL PAY	21,046	25,100	25,100	25,100	0.00%
5121	FICA TAXES	243,731	343,600	343,600	345,300	0.49%
5122	RETIREMENT CONTRIBUTIONS	307,075	427,800	427,800	467,600	9.30%
5123	HEALTH/DENTAL/LIFE INSURANCE	957,555	1,271,200	1,271,200	1,384,600	8.92%
5124	WORKERS COMPENSATION	98,087	138,200	138,200	131,100	-5.14%
5125	UNEMPLOYMENT COMPENSATION	2,087	0	0	0	0.00%
<b>Total Personal Services</b>		<b>\$5,462,648</b>	<b>\$6,837,200</b>	<b>\$6,837,200</b>	<b>\$6,842,400</b>	<b>0.08%</b>
5231	GENERAL LEGAL SERVICES	437,200	343,600	361,600	380,400	10.71%
5234	OTHER CONTRACTUAL SVCS-MISC	166,803	213,900	222,900	246,100	15.05%
5240	TRAVEL & PER DIEM	412	14,900	14,900	17,400	16.78%
5241	COMMUNICATIONS	206,239	222,300	222,300	224,800	1.12%
5243	UTILITY SERVICES	907,381	1,098,000	1,089,000	1,088,000	-0.91%
5244	RENTALS & LEASES	34,709	39,800	39,800	39,500	-0.75%
5245	INSURANCE - GENERAL	217,527	279,000	279,000	279,000	0.00%
5246	REPAIR & MAINTENANCE	801,603	1,305,300	1,337,300	1,667,500	27.75%
5247	PRINTING & BINDING	40,506	79,500	79,500	79,500	0.00%
5248	PROMOTIONAL ACTIVITIES	0	0	0	400	100.00%
5249	OTHER CURRENT CHARGES	326,181	1,419,500	1,419,500	1,420,100	0.04%
5251	OFFICE SUPPLIES	13,495	25,400	25,400	33,700	32.68%
5252	OPERATING SUPPLIES	872,343	1,167,200	1,167,200	1,251,700	7.24%
5254	PUBLICATION-MEMBERSHIP-TRAINING	35,809	65,700	65,700	62,800	-4.41%
5255	BANK CHARGES	290,600	300,000	300,000	300,000	0.00%
<b>Total Operating Expenses</b>		<b>\$4,350,807</b>	<b>\$6,574,100</b>	<b>\$6,624,100</b>	<b>\$7,090,900</b>	<b>7.86%</b>
	Capital Outlay	8,300,807	20,151,300	32,399,499	20,020,000	-0.65%
<b>Total Capital Outlay</b>		<b>\$8,300,807</b>	<b>\$20,151,300</b>	<b>\$32,399,499</b>	<b>\$20,020,000</b>	<b>-0.65%</b>
7100	DEBT SERVICE - PRINCIPAL	4,042,604	4,326,700	4,326,700	4,347,000	0.47%
7200	DEBT SERVICE - INTEREST	5,598,479	4,719,900	4,719,900	4,832,900	2.39%
7300	BOND ISSUE COSTS	750	0	0	0	0.00%
<b>Total Debt Service</b>		<b>\$9,641,833</b>	<b>\$9,046,600</b>	<b>\$9,046,600</b>	<b>\$9,179,900</b>	<b>1.47%</b>
9901	IT- Allocated Costs	363,637	431,400	431,400	526,100	21.95%
9904	FLEET MAINT ALLOCATION	62,733	85,900	85,900	80,200	-6.64%
<b>Total Allocation</b>		<b>\$426,369</b>	<b>\$517,300</b>	<b>\$517,300</b>	<b>\$606,300</b>	<b>17.20%</b>
<b>Total Expenditures</b>		<b>\$28,182,464</b>	<b>\$43,126,500</b>	<b>\$55,424,699</b>	<b>\$43,739,500</b>	<b>1.42%</b>



## WATER/SEWER UTILITY FUND



**Functional Duties:** The Water Utility Services Department is comprised of eight divisions; Administration, Customer Service and Billing, Water Plant Operations, Wastewater Plant Operations, Water/Wastewater Field Operations, Eastern Wastewater Treatment Plant, Rapid Infiltration Basin (RIB) Site, and Lift Stations. 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. The treatment and disposal of the reclaimed water are maintained by the RIB Site Division. The Lift Stations Division operates and maintains the City's Lift Stations.

**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."*

## GOALS, OBJECTIVES & PERFORMANCE MEASURES

### FY 20/21 Key Accomplishments:

- Alexander Ave. Phase 3 Rib – Initiate construction of this project which will span multiple years (\$554,056 cost-share from SJRWMD)
  - *Strategic Goal: Infrastructure*
  - *Status: Under construction.*
- Reclaimed Water Extensions (Live Oak, Lake Baton, Coventry, and Dewey Boster) – Initiate construction of this project which will span multiple years (\$869,560 cost-share from SJRWMD)
  - *Strategic Goal: Infrastructure*
  - *Status: Completed.*
- Lake Monroe 4B – Continue the advancement of the Alexander Ave. Water Resources Site with focus on obtaining consumptive use permit (CUP).
  - *Strategic Goal: Infrastructure*
  - *Status: Permitting and design completed. Proceeding with construction.*
- Increase the amount of infrastructure replaced through renewal and replacement (R&R) program
  - *Strategic Goal: Infrastructure*
  - *Status: In process.*
- Providence Blvd. Force Main Replacement – initiate engineering and permitting process to replace force main. This project is contingent upon the Providence Blvd. Trail project approval +\$2m
  - *Strategic Goal: Infrastructure*
  - *Status: In progress.*
- SCADA System Upgrade – upgrade SCADA system with new technology while improving response time and developing better reliability through select redundancy
  - *Strategic Goal: Infrastructure and Communications*
  - *Status: Underway, multi—year project.*
- Continue working with West Volusia group to develop a water supply/source strategy
  - *Strategic Goal: Infrastructure*
  - *Status: Work continues.*
- Evaluate potential for shared effluent storage location with neighboring municipalities and SJRWMD funding assistance
  - *Strategic Goal: Infrastructure*
  - *Status: Working with WVWS Group on Blue Springs Recharge Project (Borrow Pit) – In progress.*

### FY 20/21 Key Goals:

- Alexander Ave. Phase 3 Rib – Continue construction of this project which will span multiple years (\$554,056 cost-share from SJRWMD)
  - *Strategic Goal: Infrastructure*
- Continue to increase the amount of infrastructure through renewal and replacement program (R&R) program
  - *Strategic Goal: Infrastructure*

- Continue to work on Providence Blvd Force Main Replacement – Initiate engineering and permitting process to replace the Force Main. This project is contingent upon the Providence Blvd Trail project approval (+\$2m)
  - *Strategic Goal: Infrastructure*
- SCADA System Upgrade – Continue to upgrade the SCADA system with new technology while improving response time and developing better reliability through select redundancy
  - *Strategic Goal: Infrastructure*
- Continue working with the West Water Suppliers Group to develop a water supply/source strategy
  - *Strategic Goal – Infrastructure*
- Continue to work to evaluate a potential for shared effluent storage location with neighboring municipalities and SJRWMD funding assistance
  - *Strategic Goal: Infrastructure*
- Lake Monroe 4B – continue the advancement of the Alexander Ave. Water Resources Facility move forward with construction.
  - *Strategic Goal: Infrastructure*
- AMR Meters – Install Automated Meter Reader Meters throughout City.
  - *Strategic Goal: Infrastructure*

#### **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.
- Collaborate 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 2019/20</b>	<b>Estimated FY 2020/21</b>	<b>Budget FY 2021/22</b>
12	12	12
1.4	1.6	1.6
1,400	1,400	1,400
3,000	3,000	3,000
475	475	475
Monthly	Monthly	Monthly
34,000	34,000	34,000
24	24	24
4	4	4

## WATER AND SEWER UTILITY FUND CAPITAL OUTLAY

<b>Projects</b>	<b>Amount</b>
Eastern WWTP Expansion (0.5MBR)	\$1,400,000
Fisher upgrade	700,000
Wellington/Lombardy WTP Improvements	1,000,000
Meter (AMI) Replacement (Citywide)	11,000,000
Alternative Water Supply (West Volusia AWS)	100,000
Development Agreements/Development Driven Projects	500,000
Build out of BCR Building @Eastern WWTP	450,000
Rehab Sewer Collection System	1,000,000
Water Main Replacement	750,000
Well Rehabs	300,000
GST Rehabilitation – Sanitary Survey	100,000
Lift Station Rehab	300,000
Infrastructure Switches, Router & Peripherals	10,000
New / Replacement PC's, Tablets, Laptops	55,000
Server Blade Replacement	10,000
Contingency Line for Misc. equipment Purchase for Water	125,000
Contingency Line for Misc. Equipment Purchase for Wastewater	125,000
GST Aerators	100,000
Lift Station Pumps	100,000
Membrane Replacement – Ovivo	200,000
Aquatech	450,000
GPR Locator	35,000
Water Meter & Related Materials	80,000
Water Meters – Automated Meter Reader	80,000
SCADA System Upgrade	750,000
Truck – Field Operations (2)	210,000
Truck – Utility Body Field Operations (2)	90,000
<b>Total Capital Outlay</b>	<b>\$20,020,000</b>

- ***Eastern WWTP Expansion (0.5 MBR)***

The facility structurally designed for 1.5 MGD of treatment capacity. However, the Biological Nutrient Removal with Membrane Bioreactors (BNR / MBR) process was only outfitted with media to provide 1.0 MGD of treatment (current capacity). The upgrade would increase the treatment capacity of EWRF to 1.5 MGD. The expansion needs to be completed prior to 2024.

- ***Fisher Upgrade***

System optimization improvements to prepare the facility to advanced water treatment (AWT) for reduced permit limits which include reduction of Nitrogen as mandated by FDEP. This will require multi-year funding.

- ***Wellington/Lombardy WTP Improvements***

The purpose of this project is to connect Well 27 from Plant 6 to Wellington Water Plant 1. By doing this project it will increase the flow from WTP 1 from about 300 GPM (Gallons per minute) to 1500 GPM. It will also improve the quality of water in the area. Once completed we will be able to take a well out of the Blue Spring Water Basin which is a requirement of our CUP (Consumption Use Permit)

- ***Meter (AMI) Replacement (Citywide)***

This project will replace all of our manual read meters and convert them to radio read meters which is a much more efficient process. This will increase our customer satisfaction by relaying real-time data to the customers such as possible leaks, high usage, etc.

- ***Alternative Water Supply (West Volusia AWS)***

There is not enough water availability for current or future demands. Reductions in groundwater allocations by the St. Johns River Water Management District (SJRWMD) are forcing this capital expense. This is an on-going project with potential high costs in a coordinated effort with West Volusia Water Suppliers. Funds will carry forward from year to year.

- ***Developer Agreements/Development Driven Projects***

Future developments will receive both water and sewer services from the City. In order to induce the Developer(s) to install water and/or sewer lines and upsize them, the City may negotiate (on a case by case basis) a proportionate cost share of the upsized lines. The upsized lines will accommodate future flow projections for water and/or wastewater for other developments in the area. The funding will promote utility system expansion, replacement or upgrades with ongoing developments as a fair and reasonable and in the best interest of the ratepayers of the City's utility system.

- ***Build out of BCR Building @Eastern WWTP***

This project is to remodel the BCR building at the Easter WWTP. The remodel would create additional office space for maintenance and operations personnel. Also would provide additional space for a training/conference room for meetings and training for the Public Works and Deltona Water staff.

- **Rehab Sewer Collection System**

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 Main Replacement**

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 loss of service, improving the reliability and fire protection to residents should exceed anticipated costs. Funds will carry forward from year to year.

- **Well Rehabs**

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. Funds will carry forward from year to year.

- **GST Rehabilitation - Sanitary Survey**

As a result of a recent sanitary survey, it was noted that we have a GST in need of rehabilitation. This project is to make the necessary rehabilitation and should satisfy the requirements of the sanitary survey.

- **Lift Station Rehab**

This is an annually recurring project at various locations. Lift station failures result in loss of sewer service to customers as well as infiltration and inflow (I&I) to the environment. I & I may result in administrative fines from FDEP or EPA. A proactive approach is less costly than costs associated with an emergency repair, clean up and fines.

- **Infrastructure Switches, Router & Peripherals**

This will 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**

Deltona Water has several computers that are out of warranty and must be replaced.

- ***Server Blade Replacement***

All of the City's critical applications that provide critical services run on Dell server blades that are running out of warranty. These devices cannot be extended and need to be replaced so we can ensure hardware support from Dell when issues arise. New server blades also ensure that we have 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.

- ***Contingency Line for Miscellaneous Equipment Purchase for Water***

These funds represent for a contingency for unforeseen occurrences of equipment failure and replacement as needed.

- ***Contingency Line for Miscellaneous Equipment Purchase for Wastewater***

These funds represent for a contingency for unforeseen occurrences of equipment failure and replacement as needed.

- ***GST Aerator***

The current ground storage tank aerator systems need an upgrade. These systems were originally designed for the wells to pump directly into the distribution system. The City has since upgraded the plants to include ground storage tanks which increase the amount of water stored on site and significantly increase the treatment levels of the water. The new aerator systems will work more effectively with the existing setup and will be able to handle the higher capacity.

- ***Lift Station Pumps***

There are many pumps currently at our 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 lift station as well as should reduce the maintenance costs associated with the current pumps.

- ***Membrane Replacement - Ovivo***

The membranes have been in service for 5 years and the recommendation from the manufacture is to replace 25% of the membranes at 5 years' service. The normal life span is 7 to 10 years for complete replacement depending on flow of solids being treated. The replacement will benefit the facility performance by allowing more flow tube treated during high flow events such as heavy rain falls.

- ***Aqua-Tech***

The current Aqua-Tech needs replacement. The repairs are increasing as well as the cost. This vehicle is 16 years old and has fulfilled its service life. Replaces DW-0590.

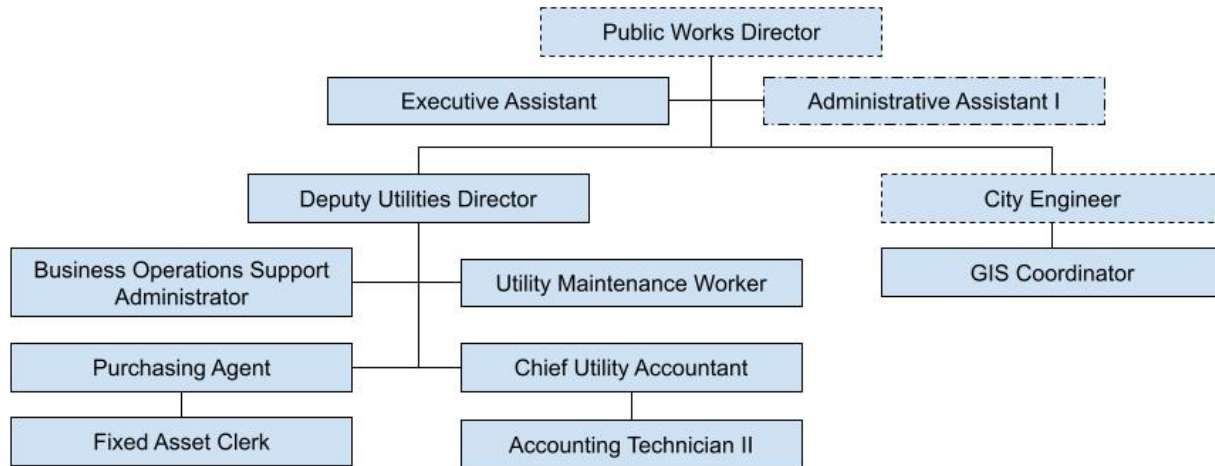
- ***GPR Locator***

This machine is used to locate water and sewer lines in our system. These locates are needed to keep contractors and other utility companies from hitting and damaging our pipes.



- ***Water Meter & Related Materials / Water Meters - Automated Meter Reader***  
This is an annually recurring project at various locations. All potable water must be registered and accounted for in order to 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 being accounted for and that revenue is being properly billed and monitored.
- ***SCADA System Upgrade***  
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 in order to reduce polling time for Water Treatment Plants. Project will evaluate splitting or sending all signals to the AAWRF (RIB Site).
- ***Truck - Field Operations (2)***  
Trucks are needed for the Flusher positions in Field Operations.
- ***Truck - Utility Body - Field Operations (2)***  
Deltona Water's fleet is getting older and many trucks are beyond their expected useful lives. Phased replacement of older vehicles will minimize repair costs and downtime. Current truck has 88,000 miles and in very poor condition. Replaces DW-0636.

## ADMINISTRATION DIVISION (Division No. 360)



## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Deputy Utilities Director	40	1.00	1.00	1.00	0.00	1.00	0.00
Chief Utility Accountant	31	1.00	1.00	1.00	0.00	1.00	0.00
Business Operations Support Adm.	28	1.00	1.00	1.00	0.00	1.00	0.00
Purchasing Agent*	22	1.00	1.00	1.00	0.00	1.00	0.00
GIS Coordinator*	19	1.00	1.00	1.00	0.00	1.00	0.00
Executive Assistant	18	0.00	1.00	1.00	0.00	1.00	0.00
Accounting Technician II	16	1.00	1.00	1.00	0.00	1.00	0.00
Fixed Assets Clerk	15	0.00	1.00	1.00	0.00	1.00	0.00
Administrative Assistant I	13	0.00	0.00	0.00	0.00	1.00	1.00
Utility Maintenance Worker	10	1.00	1.00	1.00	0.00	1.00	0.00
TOTAL		7.00	9.00	9.00	0.00	10.00	1.00

\* Added 1-Administrative Assistant I.

**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.

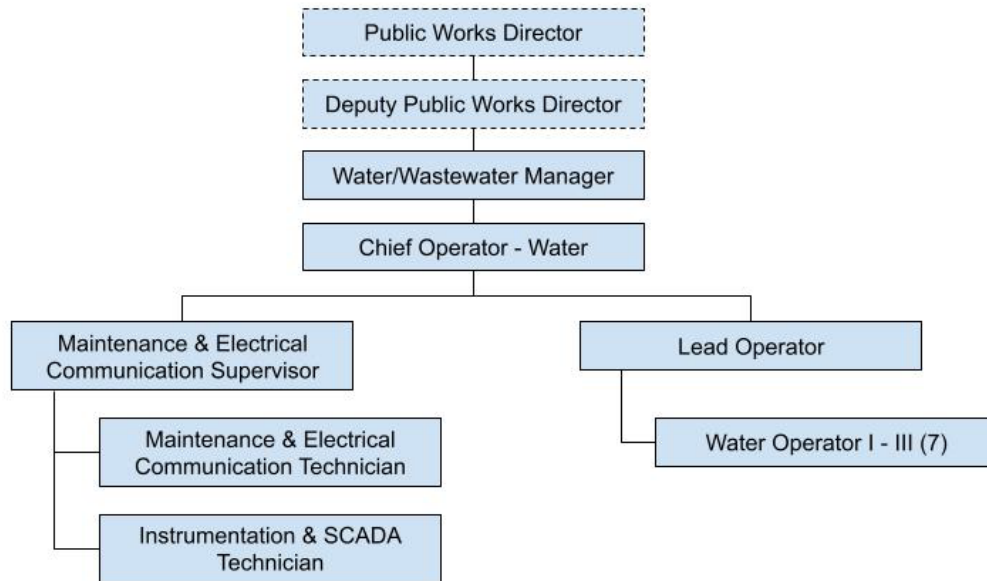
## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET		FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
511200	SALARIES & WAGES	884,364	603,800	603,800		507,300	-15.98%
511400	OVERTIME	5,562	6,700	6,700		7,000	4.48%
512100	FICA TAXES	31,565	34,100	34,100		39,300	15.25%
512200	RETIREMENT CONTRIBUTIONS	44,980	50,000	50,000		63,300	26.60%
512300	HEALTH/DENTAL/LIFE INSURANCE	105,722	113,200	113,200		144,500	27.65%
512400	WORKERS COMPENSATION	8,642	11,500	11,500		12,200	6.09%
512500	UNEMPLOYMENT COMPENSATON	2,087	-	-		-	0.00%
<b>Total Personal Services</b>		<b>\$ 1,082,922</b>	<b>\$ 819,300</b>	<b>\$ 819,300</b>	<b>\$</b>	<b>773,600</b>	<b>-5.58%</b>
523101	PROFESSIONAL SERVICES - OTHER	217,987	68,400	68,400		27,200	-60.23%
523102	GENERAL LEGAL SERVICES	50,000	50,000	50,000		50,000	0.00%
523401	OTHER CONTRACTUAL SVCS-MISC	4,026	4,200	4,200		6,300	50.00%
523404	SOFTWARE/NETWORK MAINTENANCE	1,727	1,000	1,000		2,300	130.00%
523405	MOWING & LITTER CONTROL	3,400	3,000	3,000		4,000	33.33%
524001	TRAVEL & PER DIEM	76	8,500	8,500		9,000	5.88%
524101	COMMUNICATIONS	670	1,300	1,300		800	-38.46%
524102	POSTAGE	303	500	500		500	0.00%
524301	UTILITY SERVICES - GENERAL	20,478	23,000	23,000		23,000	0.00%
524501	INSURANCE - GENERAL	217,527	279,000	279,000		279,000	0.00%
524602	R&M - EQUIPMENT	3,820	6,000	22,000		6,000	0.00%
524603	R&M - BUILDING	87,570	7,000	7,000		32,500	364.29%
524610	R&M - OTHER	982	41,400	25,400		71,400	72.46%
524701	PRINTING & BINDING - GENERAL	197	200	200		200	0.00%
524801	PROMOTIONAL ACTIVITIES	-	-	-		400	100.00%
524901	RECOGNITIONS	-	400	400		-	-100.00%
524940	BAD DEBT EXPENSE	196,746	-	-		-	0.00%
524999	OTHER CURRENT CHARGES	-	250	250,250		300	20.00%
525101	OFFICE SUPPLIES - GENERAL	4,205	4,000	4,000		4,300	7.50%
525102	FURNITURE & EQUIPMENT	967	3,700	3,700		9,700	162.16%
525201	FUEL & OIL	1,870	1,900	1,900		3,400	78.95%
525202	SMALL TOOLS & EQUIPMENT	-	300	300		500	66.67%
525203	JANITORIAL SUPPLIES	8,205	5,500	5,500		6,000	9.09%
525206	UNIFORMS	1,093	1,800	1,800		2,000	11.11%
525210	OPERATING SUPPLIES - OTHER	129	2,000	2,000		2,000	0.00%
525400	PUBLICATION-MEMBRSH-TRAIING	3,088	15,700	15,700		13,000	-17.20%
<b>Total Operating Expenses</b>		<b>\$ 825,066</b>	<b>\$ 529,050</b>	<b>\$ 779,050</b>	<b>\$</b>	<b>553,800</b>	<b>4.68%</b>

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
640100	COMPUTER EQUIPMENT	20,661	71,300	71,300	75,000	5.19%
	<b>Total Capital Outlay</b>	<b>\$ 20,661</b>	<b>\$ 71,300</b>	<b>\$ 71,300</b>	<b>\$ 75,000</b>	<b>5.19%</b>
710000	DEBT SERVICE - PRINCIPAL	4,042,604	4,326,700	4,326,700	4,347,000	0.47%
720000	DEBT SERVICE - INTEREST	5,598,479	4,719,900	4,719,900	4,832,900	2.39%
730000	BOND ISSUE COSTS	750	-	-	-	0.00%
	<b>Total Debt Service</b>	<b>\$ 9,641,833</b>	<b>\$ 9,046,600</b>	<b>\$ 9,046,600</b>	<b>\$ 9,179,900</b>	<b>1.47%</b>
990131	IT- Allocated Costs	363,637	431,400	431,400	526,100	21.95%
990419	FLEET MAINT ALLOCATION	224	500	500	500	0.00%
	<b>Total Allocation</b>	<b>\$ 363,861</b>	<b>\$ 431,900</b>	<b>\$ 431,900</b>	<b>\$ 526,600</b>	<b>21.93%</b>
	<b>Waster &amp; Sewer Administration Total</b>	<b>\$ 11,934,341</b>	<b>\$ 10,898,150</b>	<b>\$ 11,148,150</b>	<b>\$ 11,108,900</b>	<b>1.93%</b>

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
650100	GST REHABILITATION	88,400	-	-	100,000	100.00%
650100	ALTERNATIVE WATER SUPPLY	23,987	100,000	527,113	100,000	0.00%
650100	LAKE MONROE RECLAIM PHASE 4B	876,402	13,350,000	13,473,598	-	-100.00%
650100	MAGDALENA WELL	512,862	-	1,109,838	-	0.00%
650100	WTP #11-3 REMOTE UFA WELLSQ	112,147	1,000,000	1,887,853	-	-100.00%
650100	WELLINGTON WTP PH II	-	-	-	1,000,000	100.00%
650100	LIFT STATION UPGRADES	140,317	200,000	200,000	300,000	50.00%
650100	FLORIDA DR MANHOLE REPLACEMENT	25,127	-	83,878	-	0.00%
650100	ZINNIA DR MANHOLE REPLACE	62,661	-	180,339	-	0.00%
650100	MASTER LIFT STATION #7	17,235	1,500,000	1,771,065	-	-100.00%
650100	ALEXANDAR AVE PH 3 RIB	1,180,964	-	-	-	0.00%
650100	SEWER COLLECTION SYS REHAB	724,823	500,000	500,000	1,000,000	100.00%
650100	RECLAIMED WATER-SOCCER FIELD	123,773	-	-	-	0.00%
650100	RECLAIMED WATER-COVENTRY	604,969	-	-	-	0.00%
650100	RECLAIMED WATER-LIVE OAK	41,679	-	-	-	0.00%
650100	RECLAIMED WATER SYS-EXP	253,407	-	-	-	0.00%
650100	RECLAIM-SAXON RIDGE	558,794	-	1,088,405	-	0.00%
650100	FISHER AWT UPGRADE	-	-	250,000	700,000	100.00%
650100	MISC UTILITY PROJECTS	84,939	300,000	580,561	300,000	0.00%
650100	PROVIDENCE FORCE MAIN	59,071	-	1,553,628	-	0.00%
650100	HOWLAND UTIL RELOCATE COUNTY)	748,952	-	904,652	-	0.00%
650100	EASTERN WRF EXPANSION	85,854	-	744,146	1,400,000	100.00%
650100	METERS - AMR	-	-	-	11,000,000	100.00%
650100	WATER MAIN REPLACEMENTS	528,029	750,000	3,048,066	750,000	0.00%
650100	DEVELOPMENT PROJECTS	-	500,000	1,300,000	500,000	0.00%
	<b>Total Capital Outlay</b>	<b>\$ 6,854,392</b>	<b>\$ 18,200,000</b>	<b>\$ 29,203,142</b>	<b>\$ 17,150,000</b>	<b>-5.77%</b>
	<b>Capital Outlay Total</b>	<b>\$ 6,854,392</b>	<b>\$ 18,200,000</b>	<b>\$ 29,203,142</b>	<b>\$ 17,150,000</b>	<b>-5.77%</b>

## WATER PLANT OPERATIONS DIVISION (Division No. 361)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Water/Wastewater Manager	36	1.00	1.00	1.00	0.00	1.00	0.00
Maint. & Electronic Comm. Sup.	27	1.00	1.00	1.00	0.00	1.00	0.00
Chief Operator	26	1.00	1.00	1.00	0.00	1.00	0.00
Lead Operator	23	1.00	1.00	1.00	0.00	1.00	0.00
Instrumentation & SCADA Tech.	22	0.00	1.00	1.00	0.00	1.00	0.00
Water Operator I-III	16-20	7.00	7.00	7.00	0.00	7.00	0.00
Maint. & Electronic Comm Tech.	16	1.00	1.00	1.00	0.00	1.00	0.00
Backflow Inspector	16	1.00	1.00	1.00	(1.00)	0.00	0.00
Utility Systems Tech. I*	13	3.00	3.00	3.00	(3.00)	0.00	0.00
<b>TOTAL</b>		<b>16.00</b>	<b>17.00</b>	<b>17.00</b>	<b>(4.00)</b>	<b>13.00</b>	<b>0.00</b>

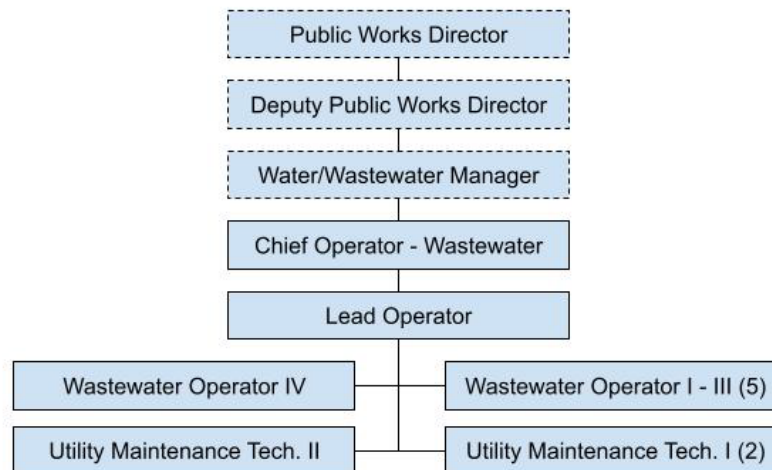
\* Transferred 3-Utility System Technicians and 1-Backflow Technician to Field Operations division.

**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.

## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
511200	SALARIES & WAGES	560,660	806,800	806,800	679,200	-15.82%
511400	OVERTIME	37,407	50,000	50,000	50,000	0.00%
511500	SPECIAL PAY	4,592	4,700	4,700	4,700	0.00%
512100	FICA TAXES	43,869	65,900	65,900	56,100	-14.87%
512200	RETIREMENT CONTRIBUTIONS	53,151	80,100	80,100	73,000	-8.86%
512300	HEALTH/DENTAL/LIFE INSURANCE	158,994	221,400	221,400	195,000	-11.92%
512400	WORKERS COMPENSATION	16,840	24,400	24,400	17,300	-29.10%
<b>Total Personal Services</b>		<b>\$ 875,513</b>	<b>\$ 1,253,300</b>	<b>\$ 1,253,300</b>	<b>\$ 1,075,300</b>	<b>-14.20%</b>
523101	PROFESSIONAL SERVICES - OTHER	74,295	57,400	57,400	57,400	0.00%
523114	WATER TESTING SERVICES	40,766	60,000	60,000	60,000	0.00%
523401	OTHER CONTRACTUAL SVCS-MISC	11,562	20,700	20,700	20,700	0.00%
523404	SOFTWARE/NETWORK MAINTENANCE	8,810	15,000	18,000	6,600	-56.00%
523405	MOWING & LITTER CONTROL	10,860	17,000	17,000	38,000	123.53%
523415	TREE REMOVAL	2,125	8,000	8,000	8,000	0.00%
524001	TRAVEL & PER DIEM	105	1,500	1,500	3,000	100.00%
524101	COMMUNICATIONS	2,235	3,100	3,100	3,100	0.00%
524102	POSTAGE	1,335	3,000	3,000	3,000	0.00%
524301	UTILITY SERVICES - GENERAL	448,531	525,000	522,000	525,000	0.00%
524402	RENTALS & LEASES - EQUIPMENT	15,187	19,000	19,000	19,000	0.00%
524602	R&M - EQUIPMENT	121,901	361,700	361,700	371,700	2.76%
524603	R&M - BUILDING	2,803	16,000	16,000	16,000	0.00%
524610	R&M - OTHER	6,426	13,000	13,000	13,000	0.00%
524701	PRINTING & BINDING - GENERAL	1,717	3,300	3,300	3,300	0.00%
524904	LEGAL & CLASSIFIED ADS	-	500	500	500	0.00%
524906	DUMPING FEES	453	1,500	1,500	1,500	0.00%
524910	EMPLOYEE PHYSICALS	261	500	500	500	0.00%
524999	OTHER CURRENT CHARGES	-	250	250	300	20.00%
525101	OFFICE SUPPLIES - GENERAL	183	2,000	2,000	2,000	0.00%
525102	FURNITURE & EQUIPMENT	500	-	-	2,000	100.00%
525201	FUEL & OIL	28,961	43,000	43,000	53,000	23.26%
525202	SMALL TOOLS & EQUIPMENT	11,006	8,000	8,000	49,000	512.50%
525203	JANITORIAL SUPPLIES	472	500	500	500	0.00%
525206	UNIFORMS	4,111	9,100	9,100	9,700	6.59%
525210	OPERATING SUPPLIES - OTHER	3,603	10,200	10,200	10,200	0.00%
525211	CHEMICALS	454,760	450,000	450,000	500,000	11.11%
525212	LAB SUPPLIES	58,487	60,000	60,000	75,000	25.00%
525400	PUBLICATION-MEMBRSH-P-TRAINING	22,992	30,600	30,600	30,300	-0.98%
<b>Total Operating Expenses</b>		<b>\$ 1,334,445</b>	<b>\$ 1,739,850</b>	<b>\$ 1,739,850</b>	<b>\$ 1,882,300</b>	<b>8.19%</b>
640160	CAPITALIZED INTANGIBLES	62,190	-	384,015	-	0.00%
640400	VEHICLES	-	-	74,686	105,000	100.00%
640500	E/Q & MACHINERY	804,668	1,062,500	1,521,672	975,000	-8.24%
<b>Total Capital Outlay</b>		<b>\$ 866,858</b>	<b>\$ 1,062,500</b>	<b>\$ 1,980,373</b>	<b>\$ 1,080,000</b>	<b>1.65%</b>
990419	FLEET MAINT ALLOCATION	1,066	1,500	1,500	1,100	-26.67%
<b>Total Allocation</b>		<b>\$ 1,066</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,100</b>	<b>-26.67%</b>
<b>Water Plant Operations Total</b>		<b>\$ 3,077,882</b>	<b>\$ 4,057,150</b>	<b>\$ 4,975,023</b>	<b>\$ 4,038,700</b>	<b>-0.45%</b>

## FISHER WASTEWATER PLANT OPERATIONS DIVISION (Division No. 362)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Chief Operator	26	1.00	1.00	1.00	0.00	1.00	0.00
Lead Operator	23	1.00	1.00	1.00	0.00	1.00	0.00
Wastewater Operator I-IV	16-20	6.00	6.00	6.00	0.00	6.00	0.00
Utility Maintenance Tech. II	14	1.00	1.00	1.00	0.00	1.00	0.00
Utility Maintenance Tech. I	13	2.00	2.00	2.00	0.00	2.00	0.00
TOTAL		11.00	11.00	11.00	0.00	11.00	0.00

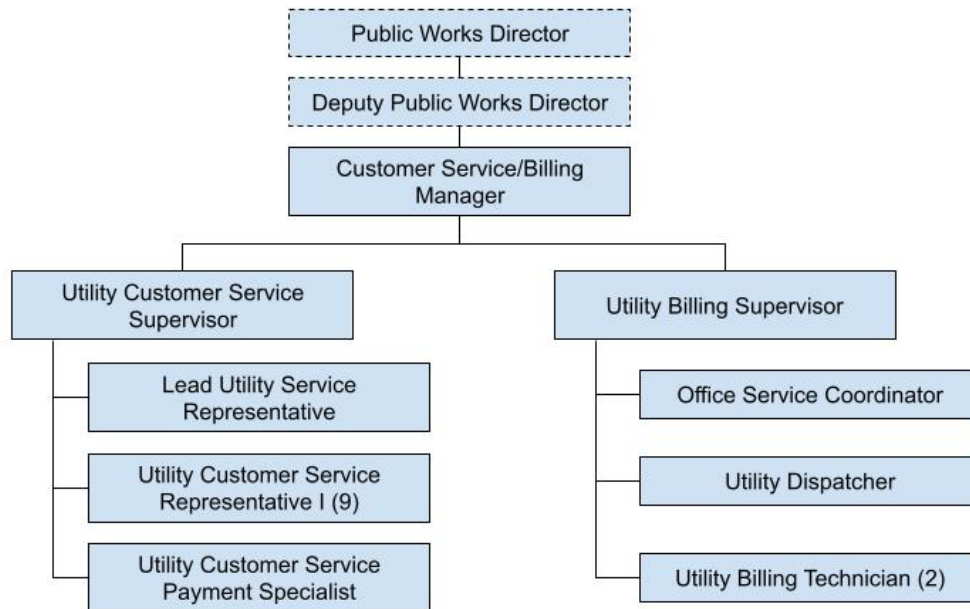
**Functional Duties:** The duties of the Wastewater Plant Operations Division are to provide sound treatment and the safe disposal of wastewater while protecting property and the environment.

## BUDGET DETAILS

						FY20-21
						BUDGET
		FY20-21				vs.
OBJECT		FY19-20	FY20-21	REVISED	FY21-22	FY21-22
NO.	DESCRIPTION	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET
511200	SALARIES & WAGES	444,368	562,100	562,100	584,000	3.90%
511400	OVERTIME	21,729	30,000	30,000	30,000	0.00%
511500	SPECIAL PAY	2,978	3,700	3,700	3,700	0.00%
512100	FICA TAXES	33,950	45,600	45,600	47,300	3.73%
512200	RETIREMENT CONTRIBUTIONS	41,921	55,700	55,700	62,600	12.39%
512300	HEALTH/DENTAL/LIFE INSURANCE	123,687	157,000	157,000	173,700	10.64%
512400	WORKERS COMPENSATION	12,335	17,000	17,000	16,000	-5.88%
Total Personal Services		\$ 680,967	\$ 871,100	\$ 871,100	\$ 917,300	5.30%
523114	WATER TESTING SERVICES	15,882	33,000	33,000	30,000	-9.09%
523401	OTHER CONTRACTUAL SVCS-MISC	2,857	4,800	4,800	4,800	0.00%
523404	SOFTWARE/NETWORK MAINTENANCE	5,648	10,500	10,500	5,800	-44.76%
523405	MOWING & LITTER CONTROL	3,100	6,000	6,000	8,000	33.33%
523415	TREE REMOVAL	-	2,500	2,500	2,500	0.00%
524001	TRAVEL & PER DIEM	194	500	500	1,000	100.00%
524101	COMMUNICATIONS	2,303	3,000	3,000	2,500	-16.67%
524102	POSTAGE	70	300	300	300	0.00%
524301	UTILITY SERVICES - GENERAL	135,505	180,000	180,000	160,000	-11.11%
524306	SLUDGE REMOVAL	68,765	75,000	75,000	75,000	0.00%
524402	RENTALS & LEASES - EQUIPMENT	194	500	500	-	-100.00%
524602	R&M - EQUIPMENT	44,361	87,400	87,400	107,400	22.88%
524603	R&M - BUILDING	3,279	4,500	4,500	4,500	0.00%
524607	R&M - INFRASTRUCTURE	1,923	-	-	-	0.00%
524610	R&M - OTHER	14,979	17,500	17,500	10,000	-42.86%
524701	PRINTING & BINDING - GENERAL	132	500	500	500	0.00%
524910	EMPLOYEE PHYSICALS	113	300	300	300	0.00%
524999	TS - FAY	-	-	-	300	100.00%
525101	OFFICE SUPPLIES - GENERAL	302	1,000	1,000	1,000	0.00%
525102	FURNITURE & EQUIPMENT	-	1,500	1,500	1,500	0.00%
525201	FUEL & OIL	8,333	14,500	14,500	14,500	0.00%
525202	SMALL TOOLS & EQUIPMENT	2,165	5,000	5,000	6,000	20.00%
525203	JANITORIAL SUPPLIES	1,002	1,000	1,000	1,000	0.00%
525206	UNIFORMS	3,369	6,600	6,600	5,800	-12.12%
525210	OPERATING SUPPLIES - OTHER	4,007	6,200	6,200	6,200	0.00%
525211	CHEMICALS	108,657	115,000	115,000	120,000	4.35%
525212	LAB SUPPLIES	14,960	15,000	15,000	17,500	16.67%
525400	PUBLICATION-MEMBRSH-P-TRAINING	6,469	2,600	2,600	2,600	0.00%
Total Operating Expenses		\$ 448,567	\$ 594,700	\$ 594,700	\$ 589,000	-0.96%
640160	CAPITALIZED INTANGIBLES	8,187	-	-	-	0.00%
640400	VEHICLES	-	-	44,238	45,000	100.00%
640500	E/Q & MACHINERY	196,800	562,500	562,500	125,000	-77.78%
Total Capital Outlay		\$ 204,987	\$ 562,500	\$ 606,738	\$ 170,000	-69.78%
990419	FLEET MAINT ALLOCATION	7,872	19,500	19,500	15,700	-19.49%
Total Allocation		\$ 7,872	\$ 19,500	\$ 19,500	\$ 15,700	-19.49%
Wastewater Plant Operations Total		\$ 1,342,393	\$ 2,047,800	\$ 2,092,038	\$ 1,692,000	-17.37%



## CUSTOMER SERVICE AND BILLING DIVISION (Division No. 363)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

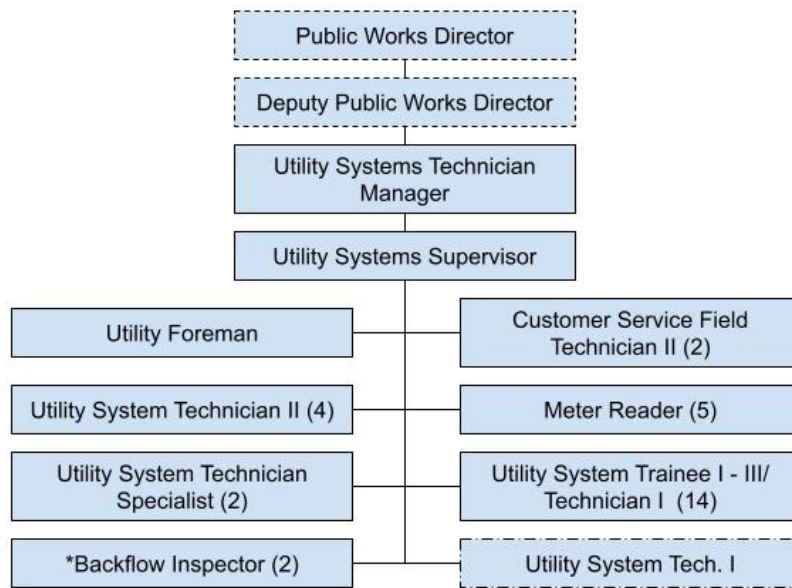
Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Customer Service/Billing Manager	28	1.00	1.00	1.00	0.00	1.00	0.00
Utility Customer Service Sup.	20	1.00	1.00	1.00	0.00	1.00	0.00
Utility Billing Supervisor	19	1.00	1.00	1.00	0.00	1.00	0.00
Lead Utility Services Rep.	15	1.00	1.00	1.00	0.00	1.00	0.00
Office Service Coordinator	14	1.00	1.00	1.00	0.00	1.00	0.00
Utility Customer Svc. Rep. II	107	3.00	3.00	0.00	0.00	0.00	0.00
Utilities Dispatcher	12	1.00	1.00	1.00	0.00	1.00	0.00
Utility Billing Tech. I	11	2.00	2.00	2.00	0.00	2.00	0.00
Utility Cust. Svc. Rep. Payment Spec.	11	0.00	1.00	1.00	0.00	1.00	0.00
Utility Customer Svc. Rep. I	11	6.00	6.00	9.00	0.00	9.00	0.00
<b>TOTAL</b>		<b>17.00</b>	<b>18.00</b>	<b>18.00</b>	<b>0.00</b>	<b>18.00</b>	<b>0.00</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.

## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
511200	SALARIES & WAGES	494,131	638,700	638,700	655,500	2.63%
511400	OVERTIME	22,245	10,000	10,000	10,000	0.00%
512100	FICA TAXES	35,892	49,600	49,600	50,900	2.62%
512200	RETIREMENT CONTRIBUTIONS	45,396	63,200	63,200	70,400	11.39%
512300	HEALTH/DENTAL/LIFE INSURANCE	188,143	234,300	234,300	254,800	8.75%
512400	WORKERS COMPENSATION	18,244	26,600	26,600	25,000	-6.02%
<b>Total Personal Services</b>		<b>\$ 804,050</b>	<b>\$ 1,022,400</b>	<b>\$ 1,022,400</b>	<b>\$ 1,066,600</b>	<b>4.32%</b>
523101	PROFESSIONAL SERVICES - OTHER	1,955	10,000	10,000	22,000	120.00%
523401	OTHER CONTRACTUAL SVCS-MISC	45,207	31,400	31,400	31,400	0.00%
523404	SOFTWARE/NETWORK MAINTENANCE	4,636	5,000	5,000	5,000	0.00%
524001	TRAVEL & PER DIEM	-	3,600	3,600	2,400	-33.33%
524101	COMMUNICATIONS	2	100	100	100	0.00%
524102	POSTAGE	194,372	206,400	206,400	206,400	0.00%
524402	RENTALS & LEASES - EQUIPMENT	1,283	300	300	300	0.00%
524602	R&M - EQUIPMENT	4,493	9,400	9,400	9,400	0.00%
524610	R&M - OTHER	-	600	600	600	0.00%
524701	PRINTING & BINDING - GENERAL	37,511	73,500	73,500	73,500	0.00%
524901	RECOGNITIONS	637	500	500	800	60.00%
524999	OTHER CURRENT CHARGES	-	250	250	300	20.00%
525101	OFFICE SUPPLIES - GENERAL	4,022	6,500	6,500	6,500	0.00%
525102	FURNITURE & EQUIPMENT	488	1,700	1,700	1,700	0.00%
525201	FUEL & OIL	786	1,500	1,500	1,500	0.00%
525206	UNIFORMS	1,549	3,000	3,000	3,000	0.00%
525210	OPERATING SUPPLIES - OTHER	-	500	500	500	0.00%
525400	PUBLICATION-MEMBRSH-P-TRAIING	-	4,000	4,000	4,000	0.00%
525500	BANK CHARGES	290,600	300,000	300,000	300,000	0.00%
<b>Total Operating Expenses</b>		<b>\$ 587,541</b>	<b>\$ 658,250</b>	<b>\$ 658,250</b>	<b>\$ 669,400</b>	<b>1.69%</b>
640400	VEHICLES	29,960	-	-	-	0.00%
<b>Total Capital Outlay</b>		<b>\$ 29,960</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
990419	FLEET MAINT ALLOCATION	-	800	800	500	-37.50%
<b>Total Allocation</b>		<b>\$ -</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>\$ 500</b>	<b>-37.50%</b>
<b>Customer Service/Billing Total</b>		<b>\$ 1,421,550</b>	<b>\$ 1,681,450</b>	<b>\$ 1,681,450</b>	<b>\$ 1,736,500</b>	<b>3.27%</b>

## WATER/WASTEWATER FIELD OPERATIONS DIVISION (Division No. 364)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Utility Systems Tech. Manager	36	1.00	1.00	1.00	0.00	1.00	0.00
Utility Systems Supervisor	26	1.00	1.00	1.00	0.00	1.00	0.00
Utility Foreman	20	1.00	1.00	1.00	0.00	1.00	0.00
Backflow Inspector*	16	0.00	1.00	1.00	0.00	2.00	1.00
Utility Systems Tech. Specialist	16	2.00	2.00	2.00	0.00	2.00	0.00
Utility Systems Tech. II	14	4.00	4.00	4.00	0.00	4.00	0.00
Customer Service Field Tech. II	14	2.00	2.00	2.00	0.00	2.00	0.00
Utility Systems Tech. I*	12-13	9.00	11.00	11.00	3.00	15.00	1.00
Meter Reader	12	5.00	5.00	5.00	0.00	5.00	0.00
<b>TOTAL</b>		<b>25.00</b>	<b>28.00</b>	<b>28.00</b>	<b>3.00</b>	<b>33.00</b>	<b>2.00</b>

\* Transferred 3-Utility System Technician from Water Plant division during the FY20-21. Transferred 1-Backflow Inspector from Water Plant division and added 1-Utility System Technician.

**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.

## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
511200	SALARIES & WAGES	891,763	1,358,300	1,358,300	1,411,600	3.92%
511400	OVERTIME	76,043	80,100	80,100	80,000	-0.12%
511500	SPECIAL PAY	7,362	7,300	7,300	7,300	0.00%
512100	FICA TAXES	70,562	110,600	110,600	114,700	3.71%
512200	RETIREMENT CONTRIBUTIONS	86,482	134,300	134,300	151,100	12.51%
512300	HEALTH/DENTAL/LIFE INSURANCE	269,691	413,600	413,600	487,700	17.92%
512400	WORKERS COMPENSATION	32,351	45,400	45,400	48,100	5.95%
519999	SALARY CONTRA ACCOUNT	(15,147)	-	-	-	0.00%
<b>Total Personal Services</b>		<b>\$ 1,419,109</b>	<b>\$ 2,149,600</b>	<b>\$ 2,149,600</b>	<b>\$ 2,300,500</b>	<b>7.02%</b>
523101	PROFESSIONAL SERVICES - OTHER	-	7,500	7,500	7,500	0.00%
523401	OTHER CONTRACTUAL SVCS-MISC	-	1,000	1,000	1,000	0.00%
523404	SOFTWARE/NETWORK MAINTENANCE	6,747	9,100	9,100	6,500	-28.57%
524001	TRAVEL & PER DIEM	-	300	300	1,000	233.33%
524101	COMMUNICATIONS	2,677	2,900	2,900	5,400	86.21%
524301	UTILITY SERVICES - GENERAL	4,887	7,000	7,000	7,000	0.00%
524402	RENTALS & LEASES - EQUIPMENT	16,937	18,500	18,500	18,500	0.00%
524602	R&M - EQUIPMENT	4,138	16,500	16,500	16,500	0.00%
524607	R&M - INFRASTRUCTURE	315,582	367,000	417,000	592,500	61.44%
524610	R&M - OTHER	7,258	9,000	9,000	9,000	0.00%
524701	PRINTING & BINDING	949	1,500	1,500	1,500	0.00%
524906	DUMPING FEES	2,676	3,500	3,500	4,000	14.29%
524910	BACKGROUNDS/PHYSICALS/WEELNESS	921	2,500	2,500	2,500	0.00%
524931	LOCATES	4,104	8,000	8,000	8,000	0.00%
525101	OFFICE SUPPLIES - GENERAL	662	1,000	1,000	1,000	0.00%
525201	FUEL & OIL	46,459	80,500	80,500	80,500	0.00%
525202	SMALL TOOLS & EQUIPMENT	9,333	14,000	14,000	19,500	39.29%
525206	UNIFORMS	9,838	20,000	20,000	20,000	0.00%
525210	OPERATING SUPPLIES - OTHER	11,975	13,000	13,000	16,000	23.08%
525211	CHEMICALS	-	200	200	200	0.00%
525212	LAB SUPPLIES	1,599	2,000	2,000	3,000	50.00%
525213	LANDSCAPING-SEED-SOD	5,481	7,100	7,100	7,100	0.00%
525400	PUBLICATION-MEMBRSH-P-TRAINING	2,189	8,700	8,700	8,700	0.00%
<b>Total Operating Expenses</b>		<b>\$ 454,412</b>	<b>\$ 600,800</b>	<b>\$ 650,800</b>	<b>\$ 836,900</b>	<b>39.30%</b>
640400	VEHICLES	55,600	-	122,946	150,000	100.00%
640500	E/Q & MACHINERY	136,774	-	160,000	645,000	100.00%
640600	HEAVY EQUIPMENT	131,576	-	-	-	0.00%
<b>Total Capital Outlay</b>		<b>\$ 323,950</b>	<b>\$ -</b>	<b>\$ 282,946</b>	<b>\$ 795,000</b>	<b>100.00%</b>
990419	FLEET MAINT ALLOCATION	53,571	63,600	63,600	62,400	-1.89%
<b>Total Allocation</b>		<b>\$ 53,571</b>	<b>\$ 63,600</b>	<b>\$ 63,600</b>	<b>\$ 62,400</b>	<b>-1.89%</b>
<b>Water/WW Field Operations Total</b>		<b>\$ 2,251,042</b>	<b>\$ 2,814,000</b>	<b>\$ 3,146,946</b>	<b>\$ 3,994,800</b>	<b>41.96%</b>

## EASTERN WASTEWATER TREATMENT PLANT DIVISION (Division No. 365)



### PERSONNEL SERVICE SCHEDULE

#### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Lead Wastewater Operator	23	1.00	1.00	1.00	0.00	1.00	0.00
Wastewater Operator I-III	16-20	7.00	7.00	7.00	0.00	7.00	0.00
Utility Maintenance Tech. I	15	1.00	0.00	0.00	0.00	0.00	0.00
TOTAL		9.00	8.00	8.00	0.00	8.00	0.00

**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.

## BUDGET DETAILS

OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
511200	SALARIES & WAGES	334,201	413,100	413,100	405,700	-1.79%
511400	OVERTIME	29,388	32,500	32,500	30,000	-7.69%
511500	SPECIAL PAY	5,484	5,700	5,700	5,700	0.00%
512100	FICA TAXES	25,645	34,500	34,500	33,800	-2.03%
512200	RETIREMENT CONTRIBUTIONS	32,315	40,800	40,800	43,300	6.13%
512300	HEALTH/DENTAL/LIFE INSURANCE	101,552	119,800	119,800	115,700	-3.42%
512400	WORKERS COMPENSATION	8,568	11,800	11,800	11,100	-5.93%
<b>Total Personal Services</b>		<b>\$ 537,153</b>	<b>\$ 658,200</b>	<b>\$ 658,200</b>	<b>\$ 645,300</b>	<b>-1.96%</b>
523101	PROFESSIONAL SERVICES - OTHER	6,800	25,000	25,000	90,000	260.00%
523114	WATER TESTING SERVICES	29,191	25,000	25,000	30,000	20.00%
523401	OTHER CONTRACTUAL SVCS-MISC	12,947	13,200	13,200	13,700	3.79%
523404	SOFTWARE/NETWORK MAINTENANCE	10,483	13,000	13,000	6,600	-49.23%
523405	MOWING & LITTER CONTROL	6,400	10,000	10,000	16,000	60.00%
524001	TRAVEL & PER DIEM	37	500	500	1,000	100.00%
524101	COMMUNICATIONS	421	600	600	600	0.00%
524102	POSTAGE	7	100	100	100	0.00%
524301	UTILITY SERVICES - GENERAL	136,766	170,000	170,000	170,000	0.00%
524306	SLUDGE REMOVAL	22,028	25,000	25,000	25,000	0.00%
524402	RENTALS & LEASES - EQUIPMENT	-	500	500	500	0.00%
524602	R&M - EQUIPMENT	78,041	82,700	82,700	84,000	1.57%
524603	R&M - BUILDING	2,661	8,600	8,600	6,500	-24.42%
524607	R&M - INFRASTRUCTURE	23,821	21,000	21,000	56,500	169.05%
524610	R&M - OTHER	459	4,500	4,500	3,500	-22.22%
524701	PRINTING & BINDING - GENERAL	-	500	500	500	0.00%
524910	EMPLOYEE PHYSICALS	-	500	500	500	0.00%
524999	OTHER CURRENT CHARGES	-	250	250	-	-100.00%
525101	OFFICE SUPPLIES - GENERAL	788	1,200	1,200	1,200	0.00%
525102	FURNITURE & EQUIPMENT	1,377	1,800	1,800	1,800	0.00%
525201	FUEL & OIL	6,554	22,500	22,500	16,500	-26.67%
525202	SMALL TOOLS & EQUIPMENT	381	1,000	1,000	2,000	100.00%
525203	JANITORIAL SUPPLIES	806	1,700	1,700	1,700	0.00%
525206	UNIFORMS	2,226	5,800	5,800	5,800	0.00%
525210	OPERATING SUPPLIES - OTHER	1,845	4,700	4,700	4,700	0.00%
525211	CHEMICALS	46,241	152,000	152,000	128,000	-15.79%
525212	LAB SUPPLIES	7,575	10,000	10,000	10,000	0.00%
525213	LANDSCAPING-SEED-SOD	-	500	500	1,000	100.00%
525400	PUBLICATION-MEMBRSH-P-TRAINING	550	3,000	3,000	3,100	3.33%
<b>Total Operating Expenses</b>		<b>\$ 398,406</b>	<b>\$ 605,150</b>	<b>\$ 605,150</b>	<b>\$ 680,800</b>	<b>12.50%</b>
620102	WASTEWATER TREATMENT PLANT	-	-	-	450,000	100.00%
640160	CAPITALIZED INTANGIBLES	-	50,000	50,000	-	-100.00%
640500	E/Q & MACHINERY	-	-	-	200,000	100.00%
<b>Total Capital Outlay</b>		<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 650,000</b>	<b>1200.00%</b>
<b>Eastern WW Treatment Total</b>		<b>\$ 935,559</b>	<b>\$ 1,313,350</b>	<b>\$ 1,313,350</b>	<b>\$ 1,976,100</b>	<b>50.46%</b>

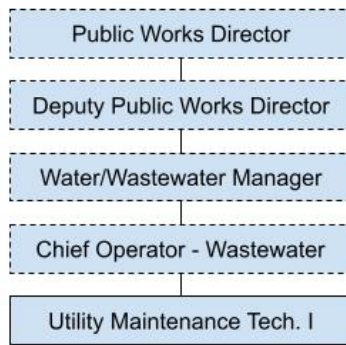
## RIB SITE DIVISION (Division No. 366)

**Functional Duties:** The duties of the RIB Site Division are to provide sound treatment and the safe disposal of reclaimed water while protecting property and the environment.

### BUDGET DETAILS

				FY20-21		FY20-21
				BUDGET		vs.
OBJECT		FY19-20	FY20-21	FY20-21	FY21-22	FY21-22
NO.	DESCRIPTION	ACTUAL	BUDGET	REVISED BUDGET	BUDGET	BUDGET
523114	WATER TESTING SERVICES	325	5,000	5,000	4,000	-20.00%
523401	OTHER CONTRACTUAL SVCS-MISC	320	2,500	2,500	2,500	0.00%
523404	SOFTWARE/NETWORK MAINTENANCE	1,121	-	-	5,600	100.00%
523405	MOWING & LITTER CONTROL	9,800	6,000	12,000	24,000	300.00%
523415	TREE REMOVAL	-	4,000	4,000	3,000	-25.00%
524301	UTILITY SERVICES - GENERAL	17,386	35,000	29,000	35,000	0.00%
524602	R&M - EQUIPMENT	2,696	22,000	22,000	21,000	-4.55%
524603	R&M - BUILDING	196	5,000	5,000	5,000	0.00%
524607	R&M - INFRASTRUCTURE	-	-	-	20,000	100.00%
524610	R&M - OTHER	-	2,000	2,000	2,000	0.00%
524999	OTHER CURRENT CHARGES	120,270	1,400,000	1,150,000	1,400,000	0.00%
525101	OFFICE SUPPLIES - GENERAL	-	500	500	500	0.00%
525201	FUEL & OIL	233	2,000	2,000	2,000	0.00%
525202	SMALL TOOLS & EQUIPMENT	-	1,000	1,000	2,000	100.00%
525210	OPERATING SUPPLIES - OTHER	-	1,000	1,000	1,000	0.00%
525211	CHEMICALS	625	50,000	50,000	25,000	-50.00%
525212	LAB SUPPLIES	58	1,500	1,500	1,500	0.00%
525400	PUBLICATION-MEMBERSHIP-TRAINING	-	500	500	500	0.00%
<b>Total Operating Expenses</b>		<b>\$ 153,030</b>	<b>\$ 1,538,000</b>	<b>\$ 1,288,000</b>	<b>\$ 1,554,600</b>	<b>1.08%</b>
<b>RIB Site Total</b>		<b>\$ 153,030</b>	<b>\$ 1,538,000</b>	<b>\$ 1,288,000</b>	<b>\$ 1,554,600</b>	<b>1.08%</b>

## LIFT STATION DIVISION (Division No. 367)



## PERSONNEL SERVICE SCHEDULE

### *Number of Budgeted Positions*

Position Title	Pay Grade	BUDGET FY18/19	BUDGET FY19/20	BUDGET FY20/21	ADJUSTED FY20/21	BUDGET FY21/22	CHANGE FY21/22
Utility Maintenance Tech. I	15	0.00	1.00	1.00	0.00	1.00	0.00
TOTAL		0.00	1.00	1.00	0.00	1.00	0.00

**Functional Duties:** The duties of the Lift Stations Division are to operate and maintain the City's 48 Lift Stations.



## BUDGET DETAILS

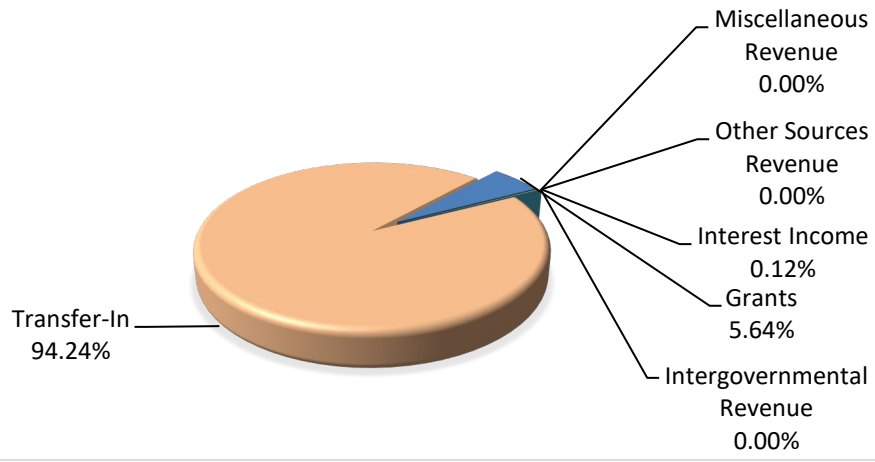
OBJECT NO.	DESCRIPTION	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED		FY21-22 BUDGET	FY20-21 BUDGET
							vs. FY21-22 BUDGET
511200	SALARIES & WAGES	29,310	37,700	37,700		36,400	-3.45%
511400	OVERTIME	1,895	1,500	1,500		2,000	33.33%
511500	SPECIAL PAY	630	3,700	3,700		3,700	0.00%
512100	FICA TAXES	2,248	3,300	3,300		3,200	-3.03%
512200	RETIREMENT CONTRIBUTIONS	2,831	3,700	3,700		3,900	5.41%
512300	HEALTH/DENTAL/LIFE INSURANCE	9,766	11,900	11,900		13,200	10.92%
512400	WORKERS COMPENSATION	1,108	1,500	1,500		1,400	-6.67%
<b>Total Personal Services</b>		<b>\$ 47,788</b>	<b>\$ 63,300</b>	<b>\$ 63,300</b>		<b>\$ 63,800</b>	<b>0.79%</b>
523101	PROFESSIONAL SERVICES - OTHER	-	1,800	19,800		1,800	0.00%
523114	WATER TESTING SERVICES	-	500	500		500	0.00%
523401	OTHER CONTRACTUAL SVCS-MISC	7,294	11,000	11,000		11,000	0.00%
523404	SOFTWARE/NETWORK MAINTENANCE	4,909	10,500	10,500		5,500	-47.62%
523405	MOWING & LITTER CONTROL	1,625	3,000	3,000		5,800	93.33%
523415	TREE REMOVAL	1,200	1,500	1,500		1,500	0.00%
524101	COMMUNICATIONS	1,844	1,000	1,000		2,000	100.00%
524301	UTILITY SERVICES - GENERAL	46,486	50,000	50,000		60,000	20.00%
524306	SLUDGE REMOVAL	6,550	8,000	8,000		8,000	0.00%
524402	RENTALS & LEASES	1,109	1,000	1,000		1,200	20.00%
524602	R&M - EQUIPMENT	29,622	122,500	104,500		122,000	-0.41%
524603	R&M - BUILDING	-	500	500		500	0.00%
524607	R&M - INFRASTRUCTURE	30,108	62,000	62,000		62,000	0.00%
524610	R&M - OTHER	14,483	17,500	17,500		24,000	37.14%
524910	BACKGROUNDS/PHYSICALS/WEELNESS	-	300	300		300	0.00%
525101	OFFICE SUPPLIES - GENERAL	-	500	500		500	0.00%
525201	FUEL & OIL	2,144	11,700	11,700		11,000	-5.98%
525202	SMALL TOOLS & EQUIPMENT	-	2,000	2,000		3,000	50.00%
525206	UNIFORMS	418	1,100	1,100		1,600	45.45%
525210	OPERATING SUPPLIES - OTHER	1,029	1,000	1,000		1,000	0.00%
525211	CHEMICALS	-	300	300		300	0.00%
525400	PUBLICATION-MEMBRSH-P-TRAINING	520	600	600		600	0.00%
<b>Total Operating Expenses</b>		<b>\$ 149,340</b>	<b>\$ 308,300</b>	<b>\$ 308,300</b>		<b>\$ 324,100</b>	<b>5.12%</b>
640400	VEHICLES	-	125,000	125,000		-	-100.00%
640500	E/Q & MACHINERY	-	80,000	80,000		100,000	25.00%
<b>Total Capital Outlay</b>		<b>\$ -</b>	<b>\$ 205,000</b>	<b>\$ 205,000</b>		<b>\$ 100,000</b>	<b>-51.22%</b>
<b>Lift Stations Total</b>		<b>\$ 197,128</b>	<b>\$ 576,600</b>	<b>\$ 576,600</b>		<b>\$ 487,900</b>	<b>-15.38%</b>

**This page was intentionally left blank**

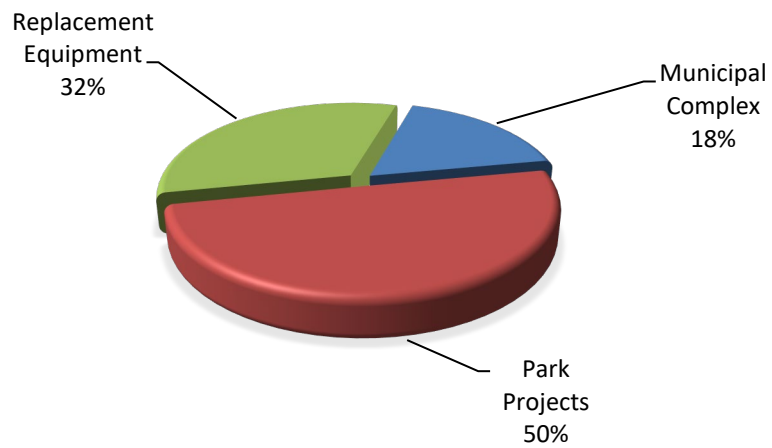
## CAPITAL PROJECTS FUNDS SUMMARY

	Municipal Complex	Park Projects	Replacement Equipment	Total
<b><u>SOURCES</u></b>				
Grants	\$0	\$395,000	\$0	\$395,000
Intergovernmental Revenue	0	0	0	0
Interest Income	5,000	0	3,500	8,500
Miscellaneous Revenue	0	0	0	0
Other Sources Revenue	0	0	0	0
<b>Total Revenue</b>	<b>\$5,000</b>	<b>\$395,000</b>	<b>\$3,500</b>	<b>\$403,500</b>
Transfer-In	1,100,000	2,500,000	3,000,000	6,600,000
Fund Balance Carryforward	143,267	545,150	1,605,968	2,294,385
<b>Total Sources</b>	<b>\$1,248,267</b>	<b>\$3,440,150</b>	<b>\$4,609,468</b>	<b>\$9,297,885</b>
<b><u>USES</u></b>				
Capital Outlay	1,115,000	3,155,000	2,065,200	6,335,200
Debt Services	0	0	0	0
<b>Total Expenditures</b>	<b>\$1,115,000</b>	<b>\$3,155,000</b>	<b>\$2,065,200</b>	<b>\$6,335,200</b>
Transfer-Out	0	0	0	0
Ending Fund Balance	133,267	285,150	2,544,268	2,962,685
<b>Total Uses</b>	<b>\$1,248,267</b>	<b>\$3,440,150</b>	<b>\$4,609,468</b>	<b>\$9,297,885</b>

**FY21-22 REVENUE BY SOURCES**  
(EXCLUDING INTERFUND TRANSFERS)



**FY21-22 EXPENSES BY FUND**  
(EXCLUDING INTERFUND TRANSFERS)



## 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.

	FY19-20	FY20-21	FY20-21	FY21-22	FY20-21 BUDGET vs. FY21-22 BUDGET
	ACTUAL	BUDGET	REVISED BUDGET	BUDGET	BUDGET
<b><u>SOURCES</u></b>					0.00%
Grants	\$120,629	\$0	\$0	\$0	0.00%
Intergovernmental Revenue	0	0	0	0	0.00%
Interest Income	16,295	5,000	5,000	5,000	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
Other Sources Revenue	0	0	0	0	0.00%
<b><i>Total Revenue</i></b>	<b><i>\$136,924</i></b>	<b><i>\$5,000</i></b>	<b><i>\$5,000</i></b>	<b><i>\$5,000</i></b>	0.00%
Transfer-In	1,200,000	150,000	210,000	1,100,000	633.33%
Fund Balance Carryforward	912,349	957,267	957,267	143,267	-85.03%
<b><i>Total Sources</i></b>	<b><i>\$2,249,273</i></b>	<b><i>\$1,112,267</i></b>	<b><i>\$1,172,267</i></b>	<b><i>\$1,248,267</i></b>	12.23%
<b><u>USES</u></b>					0.00%
Capital Outlay	1,292,005	305,000	1,029,000	1,115,000	265.57%
Debt Services	0	0	0	0	0.00%
<b><i>Total Expenditures</i></b>	<b><i>\$1,292,005</i></b>	<b><i>\$305,000</i></b>	<b><i>\$1,029,000</i></b>	<b><i>\$1,115,000</i></b>	265.57%
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	957,267	807,267	143,267	133,267	-83.49%
<b><i>Total Uses</i></b>	<b><i>\$2,249,272</i></b>	<b><i>\$1,112,267</i></b>	<b><i>\$1,172,267</i></b>	<b><i>\$1,248,267</i></b>	12.23%

## CAPITAL OUTLAY BUDGET DETAIL

Projects	Department	Budget
Remodel Office Spaces	Finance	\$300,000
Fiber Initiative and Road Conduits	ITSD	100,000
Vehicle Storage Area		65,000
Fire Training Grounds	Fire	650,000
<b>Total Capital Outlay</b>		<b>\$1,115,000</b>

### Capital Projects Description

- **Remodel Office Spaces**  
Remodel the office space in the City Hall to move all accountants from Deltona Water & Sewer Utilities to the Finance area in the City Hall.
- **Fiber Initiative and Road Conduits**  
This will continue to expand our fiber network to FD stations and parks sites. This will eliminate (2) circuits, increase bandwidth to each site, and increase availability for services for cameras and data.
- **Vehicle Storage Area**  
Due to our extreme weather and limited ability to park all of our apparatus indoors, we are finding the need to provide coverage for them. This structure would provide shelter from the weather, better security, and electrical to allow for maintenance of batteries. Units that will be under this storage area will be the marine unit, service unit, reserve battalion, and brush apparatus. Providing this shelter will help ensure that our marine unit is properly secured at Station 61, which allows us to place the unit in a more centralized location within our city. This increases the likelihood of better marine response times.
- **Fire Training Grounds**  
Fire departments are only as good as their training. Per the Insurance Service Organization (ISO) a certain amount of our training has to be done at a certified training facility. These facilities have specialty buildings that allow for live fire evolutions as well as multi story training. The only place currently to conduct with training is at the Volusia County Training Center in Daytona Beach, which is about forty minutes away. When conducting this training currently, we typically send one third of our city coverage to Daytona.

The consequences of not completing this training facility will be the increasing likelihood of a large-scale incident occurring. Our crews training in Daytona will not be there to help mitigate an emergency in the City that might have been handled differently had they been there in our own city training center. Another consequence of not acting on this facility now is the increasing cost of land and construction.

By using existing land in Deltona and building upon it for training usage, we take less of a chance that our units would not be available for emergencies. A local training facility would

allow us to train more often, therefore, improving on our expertise of all hazard types and helping to increase our standing with ISO requirements.

This local training facility would begin with clearing and development and continue the following year with constructing a training building. Year three onward would include continuous improvements with specialty-built props to increase our chances of success in every emergency situation. Deltona's local facility would be able to provide training to multiple city departments as well as outside city departments. In the future, this facility may provide a source of revenue depending on how we organize once it is operational.

## 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.

	FY19-20	FY20-21	FY20-21	FY21-22	FY20-21 BUDGET vs. FY21-22 BUDGET
	ACTUAL	BUDGET	REVISED BUDGET	BUDGET	BUDGET
<b><u>SOURCES</u></b>					0.00%
Grants	\$217,996	\$645,000	\$250,000	\$395,000	-38.76%
Intergovernmental Revenue	0	0	0	0	0.00%
Interest Income	6,909	0	0	0	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
Other Sources Revenue	0	0	0	0	0.00%
<b><i>Total Revenue</i></b>	<b><i>\$224,904</i></b>	<b><i>\$645,000</i></b>	<b><i>\$250,000</i></b>	<b><i>\$395,000</i></b>	<b><i>-38.76%</i></b>
Transfer In - General Fund	0	272,200	272,200	2,500,000	818.44%
Transfer In - Parks Impact Fees Fund	870,100	0	0	0	0.00%
Transfer In - Grant Match Fund	0	0	0	0	0.00%
Fund Balance Carryforward	443,654	794,950	794,950	545,150	-31.42%
<b><i>Total Sources</i></b>	<b><i>\$1,538,658</i></b>	<b><i>\$1,712,150</i></b>	<b><i>\$1,317,150</i></b>	<b><i>\$3,440,150</i></b>	<b><i>100.93%</i></b>
<b><u>USES</u></b>					0.00%
Capital Outlay	743,708	1,540,000	772,000	3,155,000	104.87%
Debt Services	0	0	0	0	0.00%
<b><i>Total Expenditures</i></b>	<b><i>\$743,708</i></b>	<b><i>\$1,540,000</i></b>	<b><i>\$772,000</i></b>	<b><i>\$3,155,000</i></b>	<b><i>104.87%</i></b>
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	794,950	172,150	545,150	285,150	65.64%
<b><i>Total Uses</i></b>	<b><i>\$1,538,658</i></b>	<b><i>\$1,712,150</i></b>	<b><i>\$1,317,150</i></b>	<b><i>\$3,440,150</i></b>	<b><i>100.93%</i></b>



### CAPITAL OUTLAY BUDGET DETAIL

<b>Projects</b>	<b>Budget</b>
Replace Perimeter Fence at Skate park	\$20,000
New Roof on Schoolhouse at Deltona Community Center	25,000
New Pavilion at Firefighter's Park	35,000
ADA Connectivity at all Parks	50,000
New Basketball Court at Montecito Park	75,000
New Pavilions at Wes Crile Park	75,000
Add Lights to Field 10 at Dewey Boster Sports Complex	85,000
Add Lights to Outdoor Basketball Courts at Keysville	25,000
Add Lights to Outdoor Basketball Courts at Harris Saxon	25,000
Add Lights to Outdoor Basketball Courts at Dwight Hawkins	25,000
Add Lights to Outdoor Basketball Courts at Montecito	25,000
Deltona Community Center Craft building Renovations	100,000
Add Electronic Gates to Harris Saxon	50,000
Add Electronic Gates to Wes Crile	50,000
Add Electronic Gates to Skate Park	50,000
Campbell Park Building Renovations	200,000
Replace Playground at Front of Dewey Boster	300,000
Replace Playground at Timber Ridge Park	300,000
Upgrade Baseball Field Lights at Dewey Baseball Fields	300,000
Dwight Hawkins Football Field Upgrades	350,000
Big Lake Rookery Eco Tourism	550,000
Blue Heron Eco Tourism Phase 2	440,000
<b>Total Capital Outlay</b>	<b>\$3,155,000</b>

## Capital Project Description

- ***Replace Perimeter Fence at Skate Park***

The wooden perimeter fence at the skate park is dry rotted and in need of replacement. The parks department began replacing the wooden perimeter fences at various parks as part of our standardization and upgrades to our facilities starting back in 2013. In continuation of that process this project will replace the wooden fence with aluminum picket fencing.

- ***New Roof on Schoolhouse at Deltona Community Center***

The roof on the schoolhouse is approximately 25 years old and has reached the end of its life cycle and needs to be replaced.

- ***New Pavilion at Firefighter's Parks***

The pavilion at Firefighter's Park is a wooden structure that approximately 25 years old. This project will replace this wooden pavilion that has reached the end of its life cycle with a metal roof pavilion.

- ***ADA Connectivity at all Parks***

This project will continue to enhance our ADA connectivity (sidewalks, walkways, etc.) at our parks as we strive to maximize our commitment to ensuring that our facilities are accessible to all of our residents.

- ***New Basketball Court at Montecito Park***

The parks department would like to add a regulation basketball court to the Montecito pocket park property as an additional amenity to the playground, swings and pavilion. This court will provide the residents in the surrounding areas the opportunity to exercise at a park that is closer to home and will help to alleviate the over usage at our Wes Crile facility.

- ***New Pavilions at Wes Crile Park***

Pavilions 1 and 2 at Wes Crile are wooden structures that are approximately 25 years old. This project will replace these wooden pavilions that have reached the end of its life cycle with a metal roof pavilion.

- ***Add Lights to Field 10 at Dewey Boster Sports Complex***

Youth sports programs, specifically soccer and football have been trending towards year-round training for the last few years. Our youth athletic partners in soccer and football have been conducting year-round training during the offseason for the last 4 to 5 years. We specifically built field 10 back in 2015/16 to address this trend. As the year-round training has increased and intensified, the primary issue hindering the organizations' ability to offer the additional training programs is the lack of lights on field 10 during the offseason which limits the ability to conduct weeknight training sessions as it gets dark around 6 pm during daylight savings. This project will add lights and new service lines to field 10 to address this issue for our youth partners so that they may continue to expand their programs and services through year-round training. This project will use LED lights that will be on a timer for a set period during daylight savings.

- ***Add Lights to Outdoor Basketball Courts at Keysville, Harris Saxon, Dwight Hawkins, and Montecito***

As part of our continuous upgrades and standardization of our park facilities, these projects will add lights to our outdoor courts at Keysville, Harris Saxon, Dwight Hawkins, and Montecito parks (similar to what we have done at Manny, Firefighter's & Campbell parks).

- ***Deltona Community Center Craft Building Renovations***

The craft building is currently out of service and unavailable to generate rental revenue for the parks department. The renovations for this project include a new roof, electrical and plumbing upgrades, ram-jacking the building to ensure its stability, ADA accessibility, and new flooring, paint, and windows.

- ***Add Electronic Gates to Harris Saxon, Wes Crile, and Skate Park***

To increase the security and safety of staff, residents, and City property this project will replace the manual rolling entry gates with electronic gates at Harris Saxon, Wes Crile, and Skate park.

- ***Campbell Park Building Renovations***

This building is in need of extensive renovation so that it may become a revenue-generating facility for the parks and recreation department. Renovations will include a new roof, new flooring, electrical and plumbing upgrades, ADA accessibility, and new paint and fixtures.

- ***Replace Playground at Front of Dewey Boster***

The current playground at Dewey Boster Sports Complex (front) park is almost 20 years old and has reached the end of its life cycle. It is becoming cost-prohibitive to find replacement parts. As part of our standardization and upgrade of park playgrounds that began in 2016 this project will replace this playground with a new accessible (PIP) and inclusive playground.

- ***Replace Playground at Timber Ridge Park***

The current playground at Timber Ridge park is almost 20 years old and has reached the end of its life cycle. It is becoming cost-prohibitive to find replacement parts. As part of our standardization and upgrade of park playgrounds that began in 2016 this project will replace this playground with a new accessible (PIP) and inclusive playground.

- ***Upgrade Baseball Field Lights at Dewey Baseball Fields***

The current high-pressure sodium field lights are out of warranty and becoming cost-prohibitive to maintain and replace. This project will upgrade these field lights to more energy-efficient LED lights.

- ***Dwight Hawkins Football Field Upgrades***

The football field at Dwight Hawkins is in need of a few more additions to make the facility a fully functioning football facility. This project, using park impact fees, will add ADA accessible bleachers with a covered canopy, official scoreboard, netting and equipment storage shed. In honor of former commissioner Lucille Wheatley, we are recommending that the football field be renamed in her honor which will be reflected on the scoreboard.

- ***Big Lake Rookery Eco Tourism***

Rookery Nature Park, is a nature themed park consisting of parking, trails, boardwalks, rest benches, and nature-based observation points. The parking lot will be self-contained, being bordered by a rail or board fence to keep vehicles away from the interior features of the park. Bicycle racks and trash cans will be provided. The boardwalks make up the bulk of the costs of this project, but enable the user to view the natural rookery on Big Lake.

- ***Blue Heron Eco Tourism Phase 2***

The Blue Heron Nature Park phase II project will provide additional parking located west side of the park. Additional EWF mulch Trails and boardwalk will be added at the center of the park. The Sidewalk network adjacent to the park will be enhanced. Park benches will be placed along the trails along with additional butterfly and bird attracting flora. Park benches will allow users to use these areas as additional observation points. Bicycle racks will be added near the parking areas.

## CAPITAL EQUIPMENT REPLACEMENT FUND SOURCE & 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 ensure adequate funds are accumulated to allow for replacement of assets. The annual funding is calculated by estimating the replacement costs 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.

	FY19-20 ACTUAL	FY20-21 BUDGET	FY20-21 REVISED BUDGET	FY21-22 BUDGET	FY20-21 BUDGET vs. FY21-22 BUDGET
<b><u>SOURCES</u></b>					0.00%
Grants	\$0	\$0	\$0	\$0	0.00%
Intergovernmental Revenue	0	0	0	0	0.00%
Interest Income	26,525	3,500	3,500	3,500	0.00%
Miscellaneous Revenue	0	0	0	0	0.00%
Other Sources Revenue	0	0	0	0	0.00%
<b><i>Total Revenue</i></b>	<b><i>\$26,525</i></b>	<b><i>\$3,500</i></b>	<b><i>\$3,500</i></b>	<b><i>\$3,500</i></b>	0.00%
Transfer In - General Fund	1,600,000	1,000,000	1,120,000	3,000,000	200.00%
Transfer In - Fire Impact Fees Fund	60,000	100,000	350,000	0	-100.00%
Transfer In - Law Enforcement Impact Fees	0	0	0	0	0.00%
Fund Balance Carryforward	1,274,734	1,945,168	1,945,168	1,605,968	-17.44%
<b><i>Total Sources</i></b>	<b><i>\$2,961,259</i></b>	<b><i>\$3,048,668</i></b>	<b><i>\$3,418,668</i></b>	<b><i>\$4,609,468</i></b>	51.20%
<b><u>USES</u></b>					0.00%
Capital Outlay	1,016,091	1,176,500	1,812,700	2,065,200	75.54%
Debt Services	0	0	0	0	0.00%
<b><i>Total Expenditures</i></b>	<b><i>\$1,016,091</i></b>	<b><i>\$1,176,500</i></b>	<b><i>\$1,812,700</i></b>	<b><i>\$2,065,200</i></b>	75.54%
Transfer-Out	0	0	0	0	0.00%
Ending Fund Balance	1,945,168	1,872,168	1,605,968	2,544,268	35.90%
<b><i>Total Uses</i></b>	<b><i>\$2,961,259</i></b>	<b><i>\$3,048,668</i></b>	<b><i>\$3,418,668</i></b>	<b><i>\$4,609,468</i></b>	51.20%

### CAPITAL OUTLAY BUDGET DETAIL

<b>Projects</b>	<b>Dept.</b>	<b>Budget</b>
Encoder	City Mgr.	\$14,000
Replace Computer for AV Production	City Mgr.	3,200
GFX Generator for Onscreen Graphics for Live Broadcast	City Mgr.	20,000
Computer for Economic Development Dept. Assistant Manager	City Mgr.	1,100
New Code Enforcement Truck	Code Comp.	35,000
New Animal Control Truck	Code Comp.	55,000
New Scissor Lift for City Hall	Gen. Govt.	17,000
Replacement Server Room Air Conditioner	IT	45,000
SAN Replacement	IT	150,000
Multifactor Authentication	IT	15,000
Network Switch Replacement	IT	10,000
Replacement Servers	IT	24,000
Computer Replacements	IT	108,600
Office Furniture Replacement in IT	IT	6,000
Replacement IP Phones	IT	5,000
Stryker Power Cot	Fire	25,000
EMS Mobile Communication Devices	Fire	30,000
Replacement Administration Vehicle	Fire	60,000
Solo Rescue Self Contained Breathing Apparatus (SCBA) Washer (2)	Fire	65,000
800 MHz Radio Replacement	Fire	181,500
New Transport Vehicle	Fire	370,000
Graphtec FC9000 54" Engine	Engineering	8,000
Service Rack 4-Post Vehicle Lift with Swing Jacks	Fleet Maint.	28,000
Tractor with Alamo Samurai Boom Mower	PW	170,000
Push Pump for Fuel Tanks	PW	10,000
Fuel Tank @Fire Station 65	PW	100,000
Vehicle for Inmate Services	PW	34,000
Inmate Enclosed Trailer	PW	15,000

New Computer for Additional Staff	P&R	8,800
New Vehicle for Park Superintendent	P&R	24,000
Z Turn Mower (2)	P&R	30,000
Kubota X900 Cart	P&R	15,000
Enclosed Trailers (4)	P&R	60,000
F250 Super Duty Cab, replace #0561	P&R	28,000
F150 Regular Cab, replace 1421	P&R	23,000
F250 Super Duty Cab (4)	P&R	104,000
Toro 5510 Reel Master	P&R	70,000
Toro Ground Master 360	P&R	27,000
Toro Sidewinder	P&R	45,000
Toro Workman HDX	P&R	25,000
<b>Total Capital Outlay</b>		<b>\$2,065,200</b>

- **Encoder**  
Encoder needed for ATT broadcast signal. The current one is outdated and not serviceable.
- **Replace Computer for AV Production**  
Replacement computer for AV production.
- **GFX Generator for Onscreen Graphics for Live Broadcast**  
GFX Generator for onscreen graphics for live broadcast
- **Computer for Economic Development Department Assistant Manager**  
New computer needed for Economic Development department Assistant Manager.
- **New Code Enforcement Truck**  
Need for a new Enforcement Truck due to proposed increase on office staff.
- **New Animal Control Truck**  
Need for animal control truck needs to be equipped with an animal control box for the new Code Enforcement Officers. The Code Enforcement Officer's tasks include animal control. Therefore, need a new animal control truck to perform their duties.
- **New Scissor Lift for City Hall**  
To replace the current one as it is very old and falling apart. It has been to the shop (Fleet) for a lot of repairs and is over 20 years old.

- ***Replacement Server Room Air Conditioner***

The City is experiencing issues with its existing CH server room air conditioner. The unit is over 15 years old and in need of replacement with a more flexible solution. This unit supplements the larger 6-ton unit during an outage or warmer weather. Its critical to cooling the server and networking infrastructure that houses the majority of the servers in City Hall. The recommended replacement would be a spot cooler that can help supplement the cooling for the server room. This would be a 5-ton cooling unit that is mobile and can be applied as needed.

- ***SAN Replacement***

Our current storage area network houses all the data for City Hall servers. This product is going out of warranty and end of life. We are requesting a replacement SAN of greater capacity. This is critical to City functions and all departments rely on this storage for daily activities and supporting the needs of the residents.

- ***Multifactor Authentication***

It is recommended by our auditors to implement two-factor authentication for VPN users. This will help mitigate threats and vulnerabilities to the City infrastructure. This will also support our PCI compliance and increase our security posture.

- ***Network Switch Replacement***

The City has a need to replace existing switches that are out of warranty and end of life. This amount should replace (2) switches at City Hall. This project is necessary to maintain service levels for department functions.

- ***Replacement Servers***

The City has (2) servers going out of warrant and is the end of life. These servers are part of a cluster that runs the virtual server infrastructure. Each node provides compute and memory necessary for critical applications to function serve the needs of the City. This replacement will deprecate these older servers and introduce (2) new servers with a 7-year life cycle.

- ***Office Furniture Replacement in IT***

This is a replacement for existing furniture that is in disrepair with multiple draws not opening properly in the IT Directors Office. It has been in use for over 14 years.

- ***Replacement IP Phones***

The recent upgrade to the phone system is requiring newer phones that are compatible. IT will replace phones that are end of life through Cisco, and don't support the functionality or features of the new system. These phones are becoming an issue with support and breaking frequently. These funds will replace about 16 phones, which is what we're doing annually. This project is necessary to maintain service levels for department functions.

- ***Stryker Power Cot***

As standards change within Emergency Medical Services, many items have been updated in order to keep up with them. One of these items is the way we load our patients into our transport units. The old way relied on the muscle and flexibility of the user and multiple injuries, especially to the backs, were occurring across the nation placing a strain on worker compensation policies. Also, the dangers of loose items flying around the back of the unit



needed to be addressed. With the stretcher, we are requesting to replace our existing manual stretcher to address all of these issues. The stretcher is powered and lifts up to 700 lbs. with safety holders that address loose equipment danger if involved in an accident. It also addresses patient comfort and security with improved cushioning and a patient restraining system. Along with all of these issues, it will also eliminate the final manual stretcher in our fleet and allow for all of our transports to have the same advantages of this style of the stretcher.

- ***EMS Mobile Communication Devices***

The world of technology is advancing faster than most can keep up with and that goes for computer hardware as well. Most programs that our department deals with works from “the cloud environment” and requires fast services and technology to work properly. Out in the field, our apparatus depends on two different systems which comprise a mapping and information system and a Fire/EMS reporting system. Both of these systems are essential not only for liability purposes but for the billing of our customers. These mobile communication devices (computers/tablets) are how we input this patient information for documentation and to submit for billing. This coming year, the County of Volusia is looking to move all EMS reporting to a common records management system that may require tablets on all apparatus. Currently, only the transport apparatus carries these devices, but this would mean that we would need to go from four devices to around thirteen. These tablets have to be rugged and able to withstand the most abusive conditions to include the ability to withstand being banged around, extreme environments, and heavy usage which translate to cost more than your average device.

These devices will not only allow us to use the new EMS records management system, but will serve as a backup device for our inventory control via cloud-based software, pre-incident planning software, applications to help with better mitigation of hazardous conditions, and our mapping and information system computers.

- ***Replacement Administration Vehicle***

In accordance with our own city standard of replacing normal city vehicles when they reach 100,000 miles and/or ten years or more, then they should be replaced. This unit, which serves as a service vehicle, meets or exceeds both of these city standards. Our goal in the fire department is to run our emergency administrative vehicles for five years frontline and five more years as a service vehicle. This means that we will take one of our 2012 frontline vehicles and place it into reserve status and then place the new vehicle as a frontline vehicle. FD-0734 will then be retired from service and turned over to public works for the auction process. Also, placing the new vehicle on the frontline will allow additional duties to be performed by our Fire Marshal by changing the type of vehicle that she currently uses. This means increased productivity with a safer approach to performing her duties.

- ***Solo Rescue Self Contained Breathing Apparatus (SCBA) Washer (2)***

Studies show that firefighters run a significantly higher risk of being diagnosed with, and dying from, various forms of cancer than the general population. This is due to the hazardous chemicals and carcinogenic particles they are exposed to in the line of duty. To reduce this exposure and the resulting cancer risk, it is essential to thoroughly, safely, and efficiently clean and decontaminate all protective equipment after every use. That is exactly what the SCBA Washer does. Cleaning gear in the washer means less exposure to cancer-causing particles and a safer work environment for firefighters. It is a healthier way to decontaminate SCBA and other protective gear from hazardous toxins and

carcinogens. This washer system features a rotating basket that enables water jets to reach even the most inaccessible parts of the equipment. Combined with a detergent recommended by our PPE manufacturer, this will maximize the results of cleaning contaminated equipment in a safe way.

- **800 MHz Radio Replacement**

Volusia County is currently in the process of upgrading the 800 MHz radio system to meet P-25 phase II compliance. This will allow more users on the system and allow all agencies to be able to communicate with each other in a seamless fashion. During 9/11, it was found that agencies could not talk to each other due to the lack of interoperability between their radio systems. This upgrade eliminates that hurdle and complies with national standards on radio interoperability. This equates to greater scene safety in mutual aid events such as structure fires, brush fires, hurricanes, and even medical calls when multiple agencies are working together.

With this upgrade to the Volusia County system, the current radios that our department has will become inoperable when the system updates go live in 18-24 months. Volusia County has tendered a contract with Communications International for agencies within the county to purchase new radios at a substantial discount. This discount will only be good for 24 months after the signing of the contract between Volusia County and Communications International. Our plan is to purchase some new radios to take advantage of the discount. These new radios will also improve communications on the fireground by blue-toothing our radios to our air packs to make our communications clearer. Radios that are assigned to personnel that do not need the blue tooth capability will be upgraded. Our current radios are also aging and require constant repairs of knobs, circuits, and cases that are outside of our maintenance agreements. This is a two-year project since the system will not be live for at least 18 months. This will spread the cost over two years to ease the burden on a single year's budget.

- **New Transport Vehicle**

Our current fleet of transport apparatus were not initially purchased for the purpose of transporting, but rather to help decrease call volume on our more expensive engines when they can. However, with changing times comes the effects of how we do business and that means these vehicles run on the road more often than planned. Our main transport unit runs on average about 12-14 calls per shift with 6-7 of them resulting in a transport. We also have placed a second transport unit in service at another station, and it currently runs between 4-5 calls with 2-3 of them resulting in a transport. Due to the volume of calls, it requires more downtime for decontamination, reports, and maintenance which means we need to rely on just one back-up unit, which is being utilized more than it used to be. As we progress into the future of our transport duties, there is a possibility of the County offering us the ability to increase our transport capabilities. These vehicles that we depend on to provide our citizens and customers dependable and safe transport are contractually mandated to be in operation a certain number of hours each day in accordance with the agreement with the County of Volusia.

In accordance with our own city standard of replacing normal city vehicles, when they reach 100,000 miles and/or ten years old or more, then they should be replaced. That general rule is for non-emergency units whereas this capital expenditure is talking about units that run emergency response calls on a regular basis. Our current fleet ranges in age from 2007, 2009, and 2016 with over 100,000 miles on each unit and more engine hours than they should have. Per NFPA 1911

"It is generally accepted fact that fire apparatus, like all types of mechanical devices, have a finite life. The length of that life depends on many factors, including vehicle mileage and engine hours, ...replacement parts, to name a few." These units are not only responding to homes to care for customers, they are actually providing transportation to the hospital; many times, in an emergency type mode for life-saving reasons.

As transportation standards continue to change, enhancing not only crew safety but also customer safety, the weight of the units is increasing — requiring larger chassis, the air lift systems become obsolete and are replaced with newer technology, and safety improvements become necessary to limit liabilities. For all of these reasons we need to purchase one more new apparatus now to enhance our fleet. This new apparatus will help to keep our aging back-up fleet more available but used less due to better frontline apparatus.

- ***Graphtec FC9000 54" Plotter***

Graphtec plotter is used for cutting material during sign-making process for the entire City. The existing plotter has been in service since 2009 and is utilized for several hours each day in the sign-making process. Plotter has exceeded its useful life per the City Vehicle/Equipment Replacement Guidelines.

- ***Service Rack 4-Post Vehicle Lift with swing Jacks***

4 Post Open Front Lift with Swing Jacks. The existing lift has been in service since 2002 and is utilized every day in the repair & maintenance of Fleet vehicles. The lift has exceeded its useful life per the City Vehicle/Equipment Replacement Guidelines.

- ***Tractor with Alamo Samurai Boom Mower***

John Deere Tractor with Alamo Samurai Boom Mower used by Field Operations for cutting back overgrown Right of Ways. This is a replacement for FO-0831 has been in service since 2008 and is used daily for cutting back overgrown right of ways. FO-0831 has exceeded its useful life per the City Vehicle/Equipment Replacement Guidelines.

- ***Push Pump for Fuel Tanks @ PW Depot***

Push Pump for Fuel Tanks @ PW Depot

- ***Fuel Tank @ Fire Station 65***

Fuel Tank @ FS 65 is leaking into the outer wall of the tank and needs to be replaced.

- ***New Vehicle for Inmate Services***

- ***New Enclosed Trailer for Inmate Services***

- ***New Computer for Additional Staff***

As part of the Parks department continuing effort to upgrade our facilities maintenance, we are requesting additional staff positions throughout the entire department. These positions will require access to computers and the associated accessories to perform their duties.

- ***New Vehicle for Parks Superintendent***

As part of the Parks department reorganization, we are requesting additional positions within our department as we continue to upgrade our facilities and level of service. The Parks Superintendent position which will have direct oversight of both the park maintenance and

turf divisions will require a vehicle to perform their responsibilities in a productive and efficient manner.

- ***Z Turn Mower (2) and Kubota X900 Cart***

As part of the parks department's continued effort to upgrade our facilities and level of service, our additional parks maintenance personnel will also require additional equipment to perform their maintenance responsibilities in a productive and efficient manner.

- ***Enclosed Trailers (4)***

The parks department is increasing personnel to upgrade our park facilities. As part of that process, the new positions will require additional equipment and machinery to ensure that our park maintenance and turf divisions are performing at optimum efficiency.

- ***F250 Super Duty Cab, replace #0561 and F150 Regular Cab, replace 1421***

There are multiple park vehicles that have met the criteria for replacement, either through mileage, years, or both. It is becoming cost-prohibitive to maintain these vehicles, and they are spending more time on the fleet than they are in the field.

- ***F250 Super Duty Cab (4)***

As part of the Parks department continuing effort to upgrade our facilities maintenance and level of service, we are requesting additional crew leader positions within our department as we continue to strive to meet the expectations of our user groups and residents. .

These crew leader positions will require vehicles to ensure that our park maintenance and turf divisions are performing at optimum efficiency.

- ***Toro 5510 Reel Master, Toro Ground Master 360, Toro Sidewinder, and Toro Workman HDX***

As part of the parks department's continued effort to upgrade our facilities, our additional parks personnel will also require additional equipment to perform their maintenance responsibilities in a productive and efficient manner.

## **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, the Strategic Plan, and input from City departments. 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**

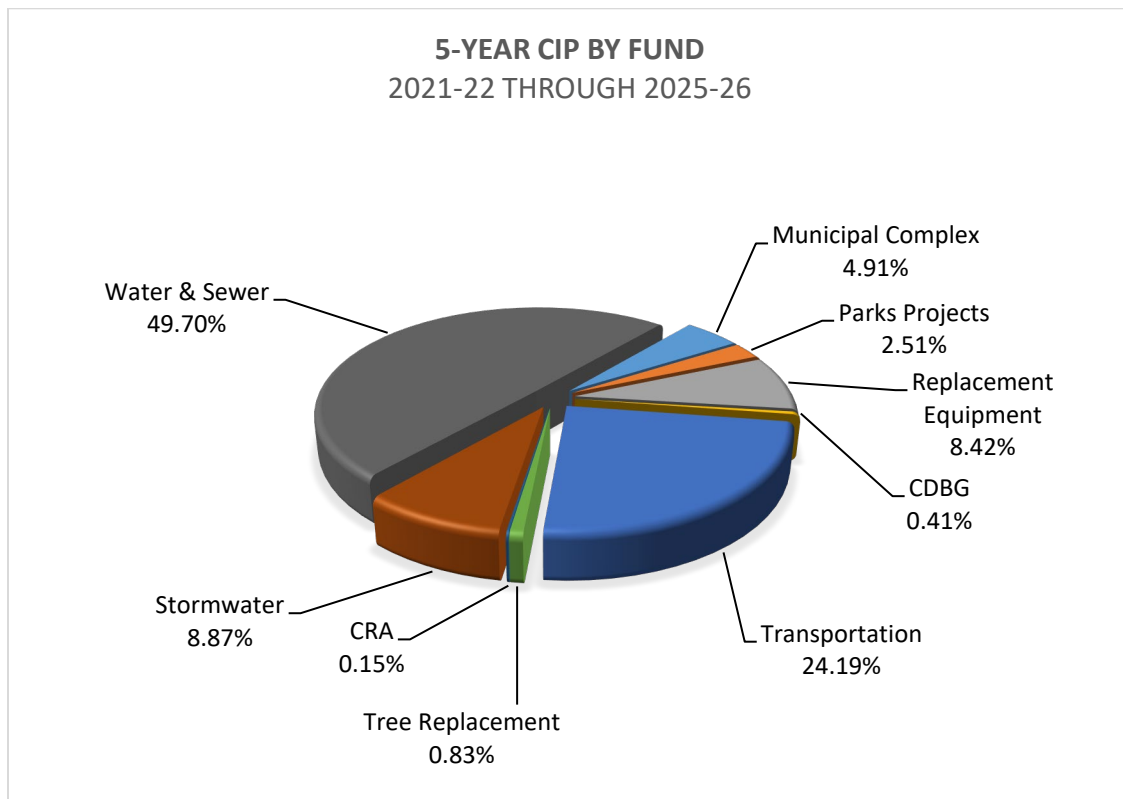
The purpose of the CIP is primarily as a planning document to alert the City of upcoming large financing requirements for needed public improvements and to develop financing strategies for their accomplishment. The impact on operations is also an important factor in that any increases to operating costs 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 21/22 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.

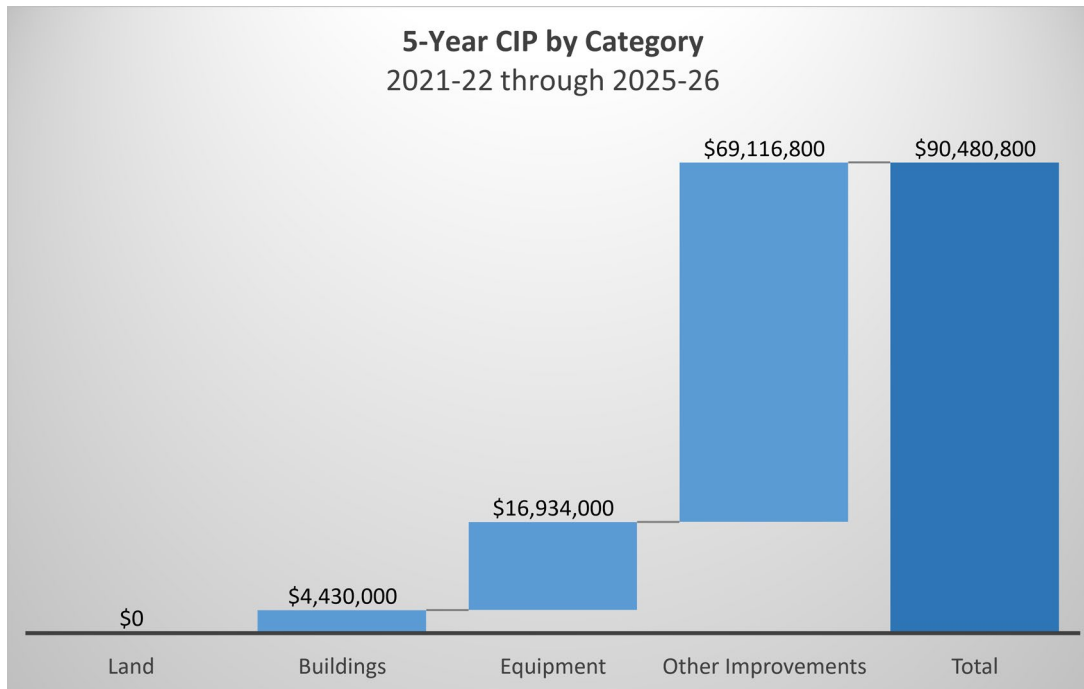
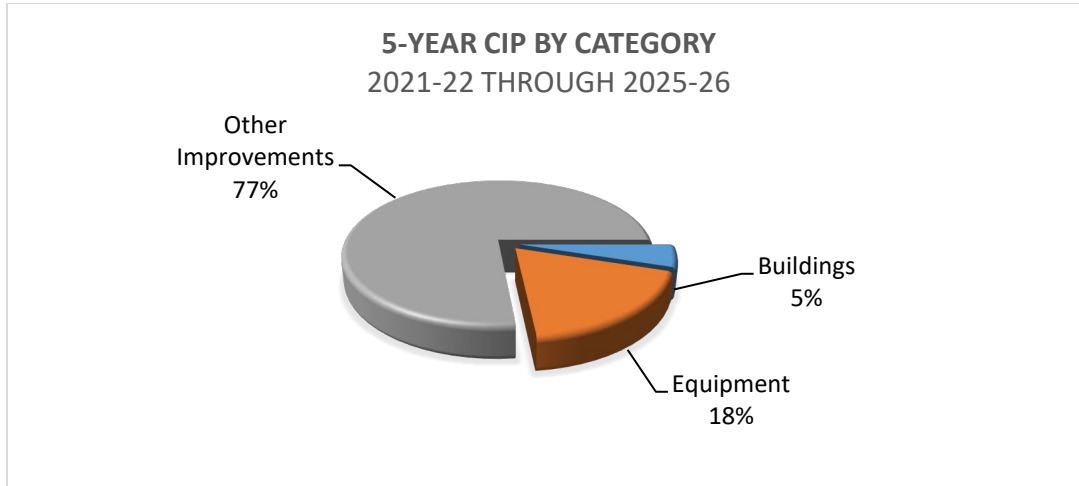
## 5-YEAR CIP BY FUND

FUND	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	Total
Municipal Complex	\$1,575,000	\$735,000	\$995,000	\$595,000	\$530,000	\$4,430,000
Parks Projects	1,605,000	360,000	0	75,000	225,000	2,265,000
Replacement Equipment	2,165,200	1,716,500	1,982,000	1,719,000	10,000	7,592,700
CDBG	370,000	0	0	0	0	370,000
Transportation	12,700,000	2,404,000	1,834,000	4,019,000	850,000	21,807,000
Tree Replacement	150,000	150,000	150,000	150,000	150,000	750,000
CRA	131,300	0	0	0	0	131,300
Stormwater	1,738,800	3,597,000	705,000	1,388,000	570,000	7,998,800
Water & Sewer	20,020,000	8,122,000	9,355,000	3,527,000	3,772,000	44,796,000
<b>Total</b>	<b>\$40,455,300</b>	<b>\$17,084,500</b>	<b>\$15,021,000</b>	<b>\$11,473,000</b>	<b>\$6,107,000</b>	<b>\$90,140,800</b>



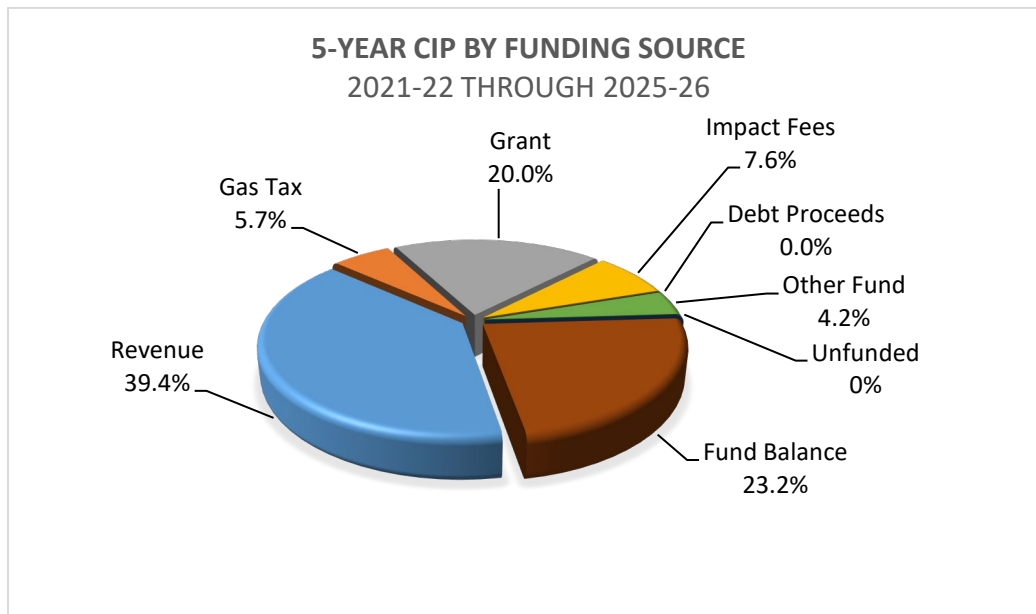
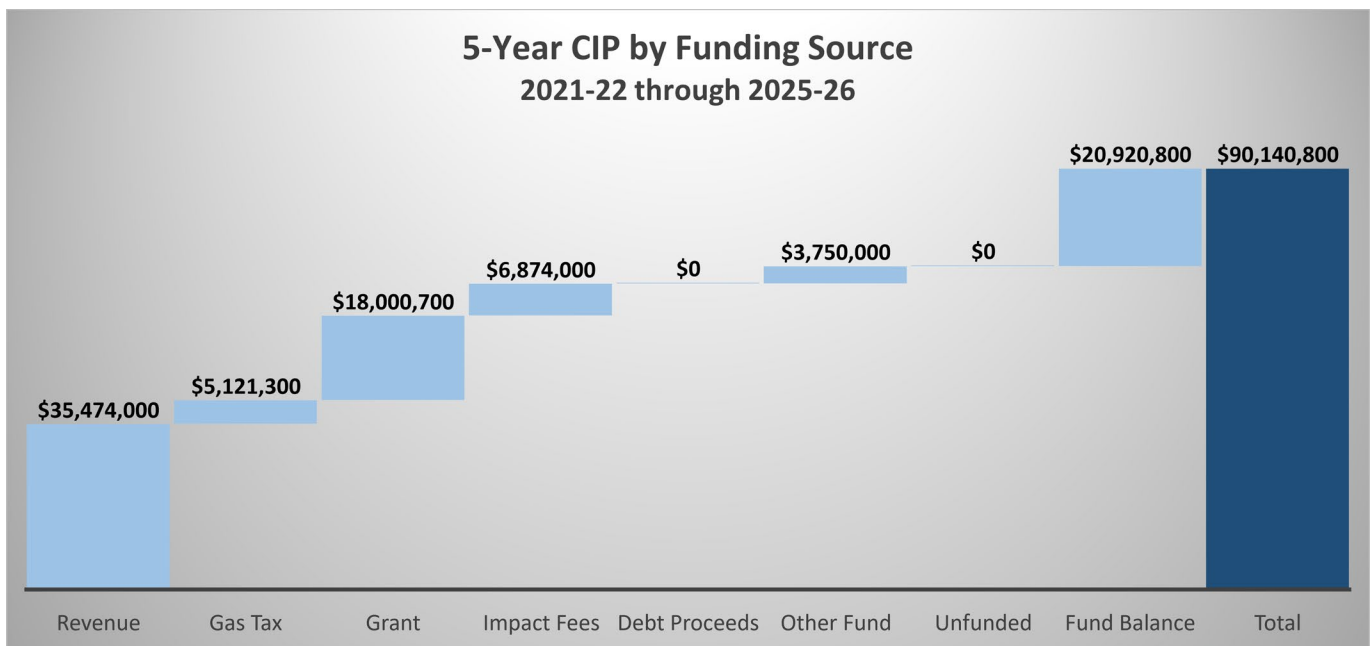
## 5-YEAR CIP BY CATEGORY

	General Governmental Fund	CDBG Fund	Transportation Fund	Tree Replacement Fund	Community Redevelopment Area Fund	Stormwater Fund	Water & Sewer Fund	Total
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	4,430,000	0	0	0	0	0	0	4,430,000
Equipment	7,592,700	0	0	0	0	2,080,300	6,921,000	16,594,000
Other Improvements	2,265,000	370,000	21,807,000	750,000	131,300	5,918,500	37,875,000	69,116,800
<b>Total</b>	<b>\$14,287,700</b>	<b>\$370,000</b>	<b>\$21,807,000</b>	<b>\$750,000</b>	<b>\$131,300</b>	<b>\$7,998,800</b>	<b>\$44,796,000</b>	<b>\$90,140,800</b>



## 5-YEAR CIP BY FUNDING SOURCE

SOURCE	General		Transportation		Tree	Community	Stormwater	Water & Sewer	Total
	Governmental				Replacement	Redevelopment			
	Fund	CDBG Fund	Fund	Fund	Fund	Area Fund	Fund	Fund	
Revenue	\$4,617,900	\$0	\$0	\$250,000	\$131,300	\$3,016,800	\$27,458,000		\$35,474,000
Gas Tax	0	0	5,121,300	0	0	0	0	0	5,121,300
Grant	0	370,000	3,680,700	0	0	0	1,950,000	12,000,000	18,000,700
Impact Fees	755,000	0	2,255,000	0	0	0	0	3,864,000	6,874,000
Debt Proceeds	0	0	0	0	0	0	0	0	0
Other Fund	0	0	3,750,000	0	0	0	0	0	3,750,000
Unfunded	0	0	0	0	0	0	0	0	0
Fund Balance	8,914,800	0	7,000,000	500,000	0	3,032,000	1,474,000		20,920,800
<b>Total</b>	<b>\$14,287,700</b>	<b>\$370,000</b>	<b>\$21,807,000</b>	<b>\$750,000</b>	<b>\$131,300</b>	<b>\$7,998,800</b>	<b>\$44,796,000</b>		<b>\$90,140,800</b>





## GENERAL GOVERNMENTAL FUND 5-YEAR CIP

PROJECT DESCRIPTION	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
<b>General Government</b>						
Remodel office spaces	300,000					300,000
Encoder	14,000					14,000
Replace Computer for AV production	3,200					3,200
GFX Generator for Onscreen Graphics for Live Broadcast	20,000					20,000
New Computer for Economic Dev. Dept. Asst Mgr	1,100					1,100
New scissor lift for City Hall	17,000					17,000
NEW CODE ENFORCEMENT TRUCK	35,000					35,000
NEW ANIMAL CONTROL TRUCK	55,000					55,000
<b>General Government Total</b>	<b>\$445,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$445,300</b>
<b>Information Technology</b>						
Replacement Server Room Air Conditioner	45,000					\$45,000
SAN Replacement	150,000					150,000
MultiFactor Authentication	15,000	5,000	5,000	5,000	5,000	35,000
Network Switch Replacements	10,000					10,000
Replacement Servers	24,000					24,000
Computer Replacements	108,600					108,600
Office Furniture Replacement in IT	6,000					6,000
Replacement IP Phones	5,000	5,000	5,000	5,000	5,000	25,000
Fiber Initiative and road conduits	100,000					100,000
<b>Information Technology Total</b>	<b>\$463,600</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$503,600</b>
<b>Public Safety</b>						
Vehicle Storage Area	65,000					\$65,000
Fire Training Grounds	650,000	500,000	500,000	250,000		1,900,000
EMS Trailer		20,000				20,000
AED Replacement				24,000		24,000
Stryker Power Cot	25,000					25,000
EMS Mobile Communication Devices (if needed)	30,000					30,000
Replacement of Fire Inspector vehicles (2)				50,000		50,000
Replacement of Operations Vehicle (FD-1220)		57,000				57,000
Replacement of Administrative vehicle (FD-0710)		57,000				57,000
Replacement Administration vehicle (FD-0728)			57,000			57,000
Replacement vehicle Administration vehicle (FD-1201)				57,000		57,000
Replacement Administration Vehicle	60,000					60,000
Solo Rescue Self Contained Breathing Apparatus (SCBA) Washer (2)	65,000					65,000
Replacement Operations vehicle (FD-0441)			65,000			65,000
Replacement of Ballistic Vests		100,000				100,000
SimMan mannequin replacement		100,000				100,000
Autopulse platform replacement			100,000			100,000
FlameSim fire training simulator replacement				100,000		100,000
800 MHz Radio Replacement	181,500	113,000				294,500

PROJECT DESCRIPTION	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
<b>Public Safety</b>						
MSA Lunar Upgrade		300,000				300,000
Replacement Fire Engine FD-0655 (fully equipped)				735,000		735,000
New Transport Vehicle	370,000		385,000			755,000
Replacement Fire Engine			725,000			725,000
<b>Public Safety Total</b>	<b>\$1,446,500</b>	<b>\$1,247,000</b>	<b>\$1,832,000</b>	<b>\$1,216,000</b>	<b>\$0</b>	<b>\$5,741,500</b>
<b>Public Works</b>						
Graphtec FC9000 54" Plotter	8,000					\$8,000
Service Rack 4-Post Vehicle Lift with Swing Jacks	28,000					28,000
John Deere Tractor with Alamo Samurai Boom Mower	170,000					170,000
Push Pump for Fuel Tanks @ PW Depot	10,000					10,000
Fuel Tank @ FS 65	100,000					100,000
Inmate Truck	34,000					34,000
Inmate Enclosed Trailer	15,000					15,000
Vehicles FY 22/23		91,000				91,000
Equipment FY 22/23		108,500				108,500
Heavy Equipment FY 22/23		260,000				260,000
Equipment FY 23/24			15,000			15,000
Equipment FY 24/25				43,000		43,000
<b>Public Works Total</b>	<b>365,000</b>	<b>\$459,500</b>	<b>\$15,000</b>	<b>\$43,000</b>	<b>\$0</b>	<b>\$882,500</b>
<b>Culture &amp; Recreation</b>						
New roof on schoolhouse at Deltona Community Center	25,000					25,000
New pavilion at Firefighter's park	35,000					35,000
ADA connectivity at all parks (Excl. Firefighter's park)	50,000	50,000	50,000	50,000	50,000	250,000
New basketball court at Montecito Park	75,000					75,000
New pavilions at Wes Crile Park	75,000					75,000
Deltona Community Center Craft building renovations	100,000					100,000
Campbell Park building renovations	200,000					200,000
New pavilion at Dwight Hawkins Park		35,000				35,000
New pavilion at Campbell Park		75,000				75,000
Replace basketball court at Dwight Hawkins		75,000				75,000
Replace wooden perimeter fence at Festival Park			25,000			25,000
New pavilions at Festival Park			75,000			75,000
Replace basketball court at Harris Saxon			75,000			75,000
New restroom at Skate Park			135,000			135,000
New restroom at Timber Ridge Park			135,000			135,000
New pavilions at Harris Saxon Park				80,000		80,000
New pavilions at Veterans Park				80,000		80,000
New restroom at Dupont Lakes Park				135,000		135,000
New pavilion at Tom Hoffman					45,000	45,000
New restroom at Tom Hoffman Park					135,000	135,000
New restroom at Festival Park					150,000	150,000
New restroom at Harris Saxon					150,000	150,000
Replace perimeter fence at skate park	20,000					20,000

PROJECT DESCRIPTION	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
<b><i>Culture &amp; Recreation</i></b>						
Add lights to field 10 at Dewey Boster Sports Complex	85,000					85,000
Add lights to outdoor basketball courts at Keysville	25,000					25,000
Add lights to outdoor basketball courts at Harris Saxon	25,000					25,000
Add lights to outdoor basketball courts at Dwight Hawkins	25,000					25,000
Add lights to outdoor basketball courts at Montecito	25,000					25,000
Add electronic gates to Harris Saxon	50,000					50,000
Add electronic gates to Wes Crile	50,000					50,000
Add electronic gates to Skate park	50,000					50,000
Replace playground at front of Dewey Boster	300,000					300,000
Replace playground at Timber Ridge Park	300,000					300,000
Upgrade baseball field lights at Dewey baseball fields	300,000					300,000
Dwight Hawkins Football field upgrades	350,000					350,000
Replace wooden perimeter fence at Firefighter's Park		25,000				25,000
Replace wooden perimeter fence at Timber Ridge Park		35,000				35,000
Upgrade baseball field lights at Vann park		300,000				300,000
Replace basketball court at Skate Park				75,000		75,000
Replace basketball and tennis courts at Wes Crile park					225,000	225,000
New computers for additional staff	8,800					8,800
New vehicle for Parks Superintendent	24,000					24,000
Z Turn Mower [2]	30,000					30,000
Kubota X900 Cart	15,000					15,000
Enclosed Trailer [3]	45,000					45,000
F250 Super Duty Cab, replace 0561	28,000					28,000
F150 Regular Cab, replace 1421	23,000					23,000
F250 Super Duty Cab [4]	104,000					104,000
Toro 5510 Reel Master	70,000					70,000
Toro Ground Master 360	27,000					27,000
Toro Sidewinder	45,000					45,000
Toro Workman HDX	25,000					25,000
Enclosed Trailer	15,000					15,000
New restrooms at Dewey Boster Sports Complex		250,000				250,000
Replace playground at Tom Hoffman		250,000				250,000
Add PIP and lights to walking trail at Keysville Dog Park			300,000			300,000
Add PIP and lights to walking trail at Campbell Park			325,000			325,000
Replace playground at Wes Crile Park				325,000		325,000
Upgrade field lights at Dewey Boster Sports Complex				375,000		375,000
<b><i>Culture &amp; Recreation Total</i></b>	<b><i>\$2,624,800</i></b>	<b><i>\$1,095,000</i></b>	<b><i>\$1,120,000</i></b>	<b><i>\$1,120,000</i></b>	<b><i>\$755,000</i></b>	<b><i>\$6,714,800</i></b>

**General Fund 5-Year CIP by Department**

	<b>FY21-22</b>	<b>FY22-23</b>	<b>FY23-24</b>	<b>FY24-25</b>	<b>FY25-26</b>	<b>TOTAL</b>
	<b>BUDGET</b>	<b>PLANNED</b>	<b>PLANNED</b>	<b>PLANNED</b>	<b>PLANNED</b>	
General Government	\$445,300	\$0	\$0	\$0	\$0	\$445,300
Information Technology	463,600	10,000	10,000	10,000	10,000	503,600
Public Safety	1,446,500	1,247,000	1,832,000	1,216,000	0	5,741,500
Public Works	365,000	459,500	15,000	43,000	0	882,500
Culture & Recreation	2,624,800	1,095,000	1,120,000	1,120,000	755,000	6,714,800
<b>Total</b>	<b>\$5,345,200</b>	<b>\$2,811,500</b>	<b>\$2,977,000</b>	<b>\$2,389,000</b>	<b>\$765,000</b>	<b>\$14,287,700</b>

**General Fund 5-Year CIP Funding Source**

	<b>FY21-22</b>	<b>FY22-23</b>	<b>FY23-24</b>	<b>FY24-25</b>	<b>FY25-26</b>	<b>TOTAL</b>
	<b>BUDGET</b>	<b>PLANNED</b>	<b>PLANNED</b>	<b>PLANNED</b>	<b>PLANNED</b>	
Revenue	\$1,770,400	\$1,216,500	\$972,000	\$1,019,000	\$10,000	\$4,987,900
Grant	0	0	0	0	0	0
Impact Fees	0	0	385,000	0	0	385,000
Unfunded	0	0	0	0	0	0
Fund Balance	3,574,800	1,595,000	1,620,000	1,370,000	755,000	8,914,800
<b>Total</b>	<b>\$5,345,200</b>	<b>\$2,811,500</b>	<b>\$2,977,000</b>	<b>\$2,389,000</b>	<b>\$765,000</b>	<b>\$14,287,700</b>

**General Fund 5-Year CIP Estimated Operating Expenditure**

	<b>FY21-22</b>	<b>FY22-23</b>	<b>FY23-24</b>	<b>FY24-25</b>	<b>FY25-26</b>	<b>TOTAL</b>
	<b>BUDGET</b>	<b>PLANNED</b>	<b>PLANNED</b>	<b>PLANNED</b>	<b>PLANNED</b>	
General Government	\$4,000	\$6,200	\$6,700	\$6,700	\$6,700	\$30,300
Information Technology	5,000	8,500	8,000	8,500	8,000	38,000
Public Safety	21,000	32,500	57,200	62,200	68,900	241,800
Public Works	4,700	4,700	4,700	4,700	4,700	23,500
Culture & Recreation	0	0	0	0	0	0
<b>Total</b>	<b>\$34,700</b>	<b>\$51,900</b>	<b>\$76,600</b>	<b>\$82,100</b>	<b>\$88,300</b>	<b>\$333,600</b>

**General Fund 5-Year CIP by Category**

	<b>FY21-22</b>	<b>FY22-23</b>	<b>FY23-24</b>	<b>FY24-25</b>	<b>FY25-26</b>	<b>TOTAL</b>
	<b>BUDGET</b>	<b>PLANNED</b>	<b>PLANNED</b>	<b>PLANNED</b>	<b>PLANNED</b>	
Land	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	1,575,000	735,000	995,000	595,000	530,000	4,430,000
Equipment	2,165,200	1,716,500	1,982,000	1,719,000	10,000	7,592,700
Other Improvements	1,605,000	360,000	0	75,000	225,000	2,265,000
<b>Total</b>	<b>\$5,345,200</b>	<b>\$2,811,500</b>	<b>\$2,977,000</b>	<b>\$2,389,000</b>	<b>\$765,000</b>	<b>\$14,287,700</b>

## SPECIAL REVENUE FUND 5-YEAR CIP

PROJECT DESCRIPTION	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
<b>Community Development Block Grant</b>						
Providence/Normandy Drainage	370,000					370,000
<b>Community Development Block Grant Total</b>	<b>\$370,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$370,000</b>
<b>Community Redevelopment Area</b>						
ADA Improvements	\$10,000					\$10,000
Bus Shelters	28,000					28,000
Deltona/Normandy Intersection Improvement Feasibility Study	53,300					53,300
E Normandy Curve Improvement Feasibility Study	40,000					40,000
<b>Community Redevelopment Area</b>	<b>\$131,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$131,300</b>
<b>Transportation</b>						
Road Resurfacing & Striping - Ongoing	500,000	500,000	500,000	500,000	500,000	\$2,500,000
Sidewalk - Ongoing	250,000	250,000	250,000	250,000	250,000	1,250,000
TPO - Providence Trail Phase 1A (Perimeter to Alexander)	1,500,000					1,500,000
TPO - Imbedded Lights at 12			984,000			984,000
TPO - Elkcarn Blvd Providence - Howland Paved Shoulders				3,169,000		3,169,000
E. Normandy (Farrington to Quincy)	350,000	1,554,000		-		1,904,000
ADA transition plan	100,000	100,000	100,000	100,000	100,000	500,000
Rhode Island Extension/N. Normandy	10,000,000					10,000,000
<b>Transportation Total</b>	<b>\$ 12,700,000</b>	<b>\$ 2,404,000</b>	<b>\$ 1,834,000</b>	<b>\$ 4,019,000</b>	<b>\$ 850,000</b>	<b>\$ 21,807,000</b>
<b>Tree Replacement</b>						
City Hall Beautification (Parks & Rec)	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
Landscaping - Intersection	25,000	25,000	25,000	25,000	25,000	125,000
Landscaping - Public Works	25,000	25,000	25,000	25,000	25,000	125,000
Landscaping - Right-of-Ways, Medians	75,000	75,000	75,000	75,000	75,000	375,000
<b>Tree Replacement Total</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$750,000</b>

PROJECT DESCRIPTION	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
<b>Stormwater</b>						
New / Replacement PC's – Tablets - Laptops	2,500	2,000				4,500
F-150 4x4			72,000			72,000
F-250 4x4					50,000	50,000
Ford Explorer					90,000	90,000
Mower - John Deere Rear Discharge (3) 1204, 1205, 1515		45,000				45,000
Generator		60,000				60,000
Dump Trucks Replace	123,000	-	130,000			253,000
Aqua Tech		320,000				320,000
Street Sweeper				300,000		300,000
Water Truck #1317					150,000	150,000
Emergency Portable Pumps Replacement (#0851, 0747	58,800	90,000				148,800
Emergency Portable Pump Replacement (#1105, 1106, 1107, 1306				175,000		175,000
F-450 #0146			60,000			60,000
Skid Steers - SW-0701	96,000			93,000		189,000
Loader #0725			163,000			163,000
Clear Lake Pump Station Upgrade/Redesign Phase I & II combined w/#1	970,000					970,000
Lake Baton/Evans Pump Station Upgrade/Redesign Phase I & II		750,000				750,000
Lake Windsor Pump Station		780,000				780,000
Lake Gleason Outfall Ditches Improvements Phase I & II		1,170,000				1,170,000
Ft. Smith Blvd Pump Station Improvements				275,000		275,000
Malone Court/Lombardy	-	100,000				100,000
Lamplighter Ave Drainage	225,000					225,000
Blackburn Ave @ Eldridge Street Drainage Improvements				265,000		265,000
Drainage Pipe Rehab	150,000	150,000	150,000	150,000	150,000	750,000
727 Cloverleaf Blvd Drainage Improvements	16,000					16,000
Catalina Blvd Drainage Improvements	16,000					16,000
Nardello Drive Drainage Improvements	27,000					27,000
2031 Dearing Ave Drainage	27,500					27,500
Windsorheights St./E. Waco Drive Drainage Improvements	19,000					19,000
2971 Norvell Court Drainage Improvements	8,000					8,000
In-House Capital Projects		130,000	130,000	130,000	130,000	520,000
<b>Stormwater Total</b>	<b>\$ 1,738,800</b>	<b>\$ 3,597,000</b>	<b>\$ 705,000</b>	<b>\$ 1,388,000</b>	<b>\$ 570,000</b>	<b>\$ 7,998,800</b>

**Special Revenue Fund 5-Year CIP by**

	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
Community Development Block Grant	\$370,000	\$0	\$0	\$0	\$0	\$370,000
Community Redevelopment Area	131,300	0	0	0	0	131,300
Transportation	12,700,000	2,404,000	1,834,000	4,019,000	850,000	21,807,000
Tree Replacement	150,000	150,000	150,000	150,000	150,000	750,000
Stormwater	1,738,800	3,597,000	705,000	1,388,000	570,000	7,998,800
<b>Total</b>	<b>\$15,090,100</b>	<b>\$6,151,000</b>	<b>\$2,689,000</b>	<b>\$5,557,000</b>	<b>\$1,570,000</b>	<b>\$31,057,100</b>

**Special Revenue Fund 5-Year CIP Funding Source**

	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
Revenue	\$1,421,100	\$662,700	\$554,300	\$440,000	\$320,000	\$3,398,100
Gas Tax	1,508,500	1,954,000	447,700	1,061,100	150,000	5,121,300
Grant	1,106,500	1,950,000	686,300	2,257,900	0	6,000,700
Impact Fees	455,000	450,000	450,000	450,000	450,000	2,255,000
Other Fund	3,000,000	0	250,000	250,000	250,000	3,750,000
Fund Balance	7,599,000	1,134,300	300,700	1,098,000	400,000	10,532,000
<b>Total</b>	<b>\$15,090,100</b>	<b>\$6,151,000</b>	<b>\$2,689,000</b>	<b>\$5,557,000</b>	<b>\$1,570,000</b>	<b>\$31,057,100</b>

**Special Revenue Fund 5-Year CIP Estimated Operating Expenditure**

	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
Community Development Block Grant	\$0	\$0	\$0	\$0	\$0	\$0
Community Redevelopment Area	0	0	0	0	0	0
Transportation	0	0	0	0	0	0
Tree Replacement	0	0	0	0	0	0
Stormwater	900	1,200	1,900	2,500	2,500	9,000
<b>Total</b>	<b>\$900</b>	<b>\$1,200</b>	<b>\$1,900</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$9,000</b>

**Special Revenue Fund 5-Year CIP by Category**

	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
Land	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	0	0	0	0	0	0
Equipment	280,300	517,000	425,000	568,000	290,000	2,080,300
Other Improvements	14,809,800	5,634,000	2,264,000	4,989,000	1,280,000	28,976,800
<b>Total</b>	<b>\$15,090,100</b>	<b>\$6,151,000</b>	<b>\$2,689,000</b>	<b>\$5,557,000</b>	<b>\$1,570,000</b>	<b>\$31,057,100</b>

## ENTERPRISE FUND 5-YEAR CIP

PROJECT DESCRIPTION	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
<b><i>Deltona Water &amp; Sewer</i></b>						
Infrastructure Switches, Router & Peripherals	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
New / Replacement PC's - Tablets - Laptops	55,000	2,000	2,000	2,000	2,000	63,000
Copier Replacement	-	-	50,000			50,000
Server Blade Replacements	10,000	10,000	10,000	10,000	10,000	50,000
Contingency line for Misc Equipment Purchase for W	125,000	125,000	125,000	125,000	125,000	625,000
Contingency line for Misc Equipment Purchase for W	125,000	125,000	125,000	125,000	125,000	625,000
Auma Motor Valves			8,000	-		8,000
Emergency Generator Replacement - (portables T35 & T130)			100,000			100,000
GST Aerators	100,000	100,000	100,000	100,000	100,000	500,000
Lift Station Pumps	100,000	100,000	100,000	100,000	100,000	500,000
Membrane Replacement - Ovivo	200,000	-	200,000	-	250,000	650,000
NH3 tank Replacements				5,000		5,000
Aquatech	450,000					450,000
Loader	-		100,000			100,000
Trakhoe		150,000				150,000
Skid Steer		100,000				100,000
GPR Locator	35,000		-			35,000
Boring Machine & Compressor		50,000				50,000
Retirement Meters	80,000	-	-	-	-	80,000
Water Meters & Related Materials	80,000	-	-	-	-	80,000
Water Meters - Automated Meter Reader (AMI)	-	50,000	50,000	50,000	50,000	200,000
SCADA System Upgrade	750,000					750,000
F-150 Trucks - Field Operations - 364	105,000					105,000
F-150 Trucks - Field Operations - 364 Flushers	105,000					105,000
F-250 Trucks - Utility Body Field Operations - 364	45,000					45,000
F-250 Trucks - Utility Body Field Operations - 364	45,000					45,000
Vehicle Replacements & Misc. Equipment	-	350,000	350,000	350,000	350,000	1,400,000
Eastern WWTP - Expansion (0.5 MBR)	1,400,000	-	-			1,400,000
Fisher Upgrade	700,000		4,500,000			5,200,000
AWS Recharge Project - UFA Recharge Well			-	50,000	-	50,000
Wellington/Lombardy WTP Improvements	1,000,000					1,000,000
Meter (AMI) Replacement - City Wide	11,000,000					11,000,000
Alternative Water Supply (West Volusia AWS)	100,000	100,000	-	-	-	200,000
EWWTW Operating Permit Renewal					50,000	50,000
Water CUP Compliance		-	25,000			25,000
Force main to Del North		4,000,000				4,000,000
Developer Agreements/Development Driven Projec	500,000	500,000	800,000			1,800,000
Build out of BCR Building @ Eastern WWTP	450,000					450,000
Rehab Sewer Collection System	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Water Main Replacements	750,000	750,000	1,000,000	1,000,000	1,000,000	4,500,000
Well Rehabs	300,000	300,000	300,000	300,000	300,000	1,500,000
GST Rehabilitation - (Sanitary Survey)	100,000		100,000			200,000
Lift Station Rehabs	300,000	300,000	300,000	300,000	300,000	1,500,000
<b><i>Deltona Water &amp; Sewer Total</i></b>	<b><i>\$ 20,020,000</i></b>	<b><i>\$ 8,122,000</i></b>	<b><i>\$ 9,355,000</i></b>	<b><i>\$ 3,527,000</i></b>	<b><i>\$ 3,772,000</i></b>	<b><i>\$ 44,796,000</i></b>



**Enterprise Fund 5-Year CIP Funding Source**

	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
Revenue	\$6,020,000	\$6,858,000	\$7,681,000	\$3,327,000	\$3,572,000	27,458,000
Grant	11,000,000	1,000,000	0	0	0	12,000,000
Impact Fees	3,000,000	264,000	200,000	200,000	200,000	3,864,000
Debt Proceeds	0	0	0	0	0	0
Fund Balance	0	0	1,474,000	0	0	1,474,000
<b>Total</b>	<b>\$20,020,000</b>	<b>\$8,122,000</b>	<b>\$9,355,000</b>	<b>\$3,527,000</b>	<b>\$3,772,000</b>	<b>\$44,796,000</b>

**Enterprise Fund 5-Year CIP Estimated Operating Expenditure**

	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
Deltona Water & Sewer	\$46,000	\$46,200	\$46,500	\$46,500	\$47,000	\$232,200
<b>Total</b>	<b>\$46,000</b>	<b>\$46,200</b>	<b>\$46,500</b>	<b>\$46,500</b>	<b>\$47,000</b>	<b>\$232,200</b>

**Enterprise Fund 5-Year CIP by Category**

	FY21-22 BUDGET	FY22-23 PLANNED	FY23-24 PLANNED	FY24-25 PLANNED	FY25-26 PLANNED	TOTAL
Land	\$0	\$0	\$0	\$0	\$0	\$0
Buildings	0	0	0	0	0	0
Equipment	2,420,000	1,172,000	1,330,000	877,000	1,122,000	6,921,000
Other Improvements	17,600,000	6,950,000	8,025,000	2,650,000	2,650,000	37,875,000
<b>Total</b>	<b>\$20,020,000</b>	<b>\$8,122,000</b>	<b>\$9,355,000</b>	<b>\$3,527,000</b>	<b>\$3,772,000</b>	<b>\$44,796,000</b>

