CITY OF DELAND
REGULAR MEETING OF THE CITY COMMISSION
JANUARY 3, 2024 AT 7:00 PM
CITY HALL, COMMISSION CHAMBERS
120 SOUTH FLORIDA AVENUE

AGENDA

CALL TO ORDER

INVOCATION-Pastor Mark Schrade, City Sanctuary

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATIONS

1. Proclamation, Dr. Martin Luther King, Jr. Day.

2. Resolution No. 2023-01, Honoring the Retirement of Christopher A. Pearsall.

3. Employee Years of Service Award.

4. Presentation re Quarterly Financial Report for the Period Ending September 30, 2023.

CONSENT AGENDA

1. Resolution Approving an Amendment to the Community Development Block Grant (CDBG) Budget for Fiscal Years 2020/21 & 2021/22.

   Amendment to the Community Development Block Grant (CDBG) Budget for Fiscal Years 2020/21 & 2021/22.

2. Resolution Approving Sole Source Purchase from Axon Enterprise, Inc.

   City staff recommends that the City Commission approve the proposed Sole Source Resolution.

3. Resolution Naming the Athletic Director Box at Conrad Park in Honor of Jeff Altier.

   Resolution naming the Athletic Director Box at Conrad Park to the "Jeff Altier Box."

4. Consideration re Gateway Grant for Property Located at 302 South Woodland Boulevard.

   The applicant, SOHO Holding Group, has requested a Gateway Grant in the amount of $5,000 for work involving exterior improvements (pressure washing, and painting) for the building located at 302 South Woodland Boulevard.

5. Consideration re Task Assignment No.15, Amendment No.2-Entry Sign/Feature Design & Permitting.

   Staff recommends that the City Commission approve CPH Amendment #2 to Task Assignment No.15 which includes design and permitting, in the total amount of $5,688.00.

PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT

NEW BUSINESS

1. First Reading of Ordinance Amending Land Development Regulations Text to Modify Section 33-16.05 to Remove the Prohibition of "Medical Marijuana Treatment Center Dispensing Facilities," and to Allow Said Facilities Where Pharmacies are Allowed in Section 33-17.23, Subject to Compliance with Florida Statutes 381.986; and to Modify Section 33-17.23 to Add "Medical Marijuana Cultivation Facilities" as an Allowed Use in the M-1 Zone District, Subject to Compliance with Florida Statutes 381.986; and to Modify Section 33-12 to Add Definitions for "Medical Marijuana Cultivation Facilities" and "Medical Marijuana Treatment Center Dispensing Facilities."

   The City's Land Development Regulations currently prohibit Medical Marijuana Dispensaries in the City. Over the past few years there have been several inquiries regarding Medical Marijuana Dispensaries. Staff has sought input from City Commission and has evaluated the anticipated impacts of a medical marijuana dispensary and found that it is a similar use with similar impacts as drugstores and pharmacies. As such, staff is proposing allowing medical marijuana dispensaries in the same zoning districts as drugstores and pharmacies.

CITY MANAGER REPORT

CITY ATTORNEY REPORT

CITY CLERK REPORT

CITY COMMISSION

ADJOURNMENT

The DeLand City Commission holds its regular meetings on the first and third Mondays of each month at 7:00 p.m. in the DeLand City Commission Chambers, 120 South Florida Avenue, DeLand. Notice of special meetings, workshops, changes in dates, times or locations are provided by separate Public Notices, which are posted at City Hall and on the City's web site.

The City of DeLand may take action on any matter during this meeting, including items that are not set forth within this agenda.

Public participation is encouraged on any matter on the agenda. If you desire to be recognized by the Mayor, please fill out a Speaker's Card and present it to the City Clerk.

Minutes of the DeLand City Commission meetings are not transcribed verbatim. If any person decides to appeal a decision made by the City Commission with respect to any matter considered at a public meeting or hearing, he/she will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made by a court reporter, at the person's own expense.

In accordance with the American Disabilities Act, persons needing a special accommodation in order to participate in the proceedings should notify the City Clerk's Office at least 48 hours in advance of the meeting: 626-7132.

Assisted Listening System receivers are available for the hearing impaired, and can be obtained from the City Clerk.

If you wish to obtain information regarding the City Commission's Agenda, please call the City Clerk's Office: 626-7132.

We respectfully request that all pagers and cell phones be turned OFF during City Commission meetings.

Electronic Information! City Commission agendas and short form minutes are now available on the City's web page: www.deland.org.

The CITY OF DELAND
Volusia County, Florida

Proclamation

Whereas, *Martin Luther King was born on January 15, 1929, and lived his life promoting peace, freedom, equality, and justice for all through non-violent means, becoming one of the outstanding civil rights leaders of our time; and*

Whereas, *Dr. Martin Luther King, Jr. inspired millions of Americans to participate in non-violent protest to support the ideals of equality for all and inspired citizens to serve their neighbors and communities. He was a motivating force behind a civil rights movement that had as its goal the creation of a society tolerant of all races, cultures and nationalities; and*

Whereas, *this holiday is the only federal holiday commemorated as a national day of service, and offers an opportunity for Americans to make an ongoing commitment to service throughout the year; and*

Whereas, *the celebration of Dr. King's birthday is intended as a time for all Americans to reaffirm their commitment to the basic principles that underlie our Constitution – equality and justice for all; and*

Whereas, *as we honor and celebrate this man's extraordinary life, we remain committed to promoting equality and freedom through service to our community; and*

Whereas, *the ideals of Dr. Martin Luther King, Jr. and the City of DeLand's commitment to human rights are worthy of reflection and serve as a reminder that improving the quality of life for all members of society is the responsibility of every member of our community.*

Now, therefore, *I, Christopher M. Cloudman, Mayor of the City of DeLand, do hereby proclaim, Monday, January 16, 2023 as:*

Dr. Martin Luther King, Jr. Day

in the City of DeLand, as a memorial to this apostle of non-violence in the crusade for human rights. I urge all residents to join me in rededicating ourselves to the principles of human rights, justice and equality for all and to service to our community.

Done and proclaimed *this 3rd day of January 2023.*

Christopher M. Cloudman, Mayor

Attest

Julie A. Hennessy, City Clerk

The CITY OF DELAND

Volusia County, Florida

RESOLUTION NO. 2024 - 01

A RESOLUTION OF APPRECIATION AND RECOGNITION BY THE CITY COMMISSION OF THE CITY OF DELAND, FLORIDA, TO FIREFIGHTER CHRISTOPHER A. PEARSALL UPON HIS RETIREMENT AFTER 20 YEARS OF SERVICE TO THE CITY OF DELAND; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Christopher A. Pearsall has dedicated his career to the safety and protection of our community, and after 20 years of serving well and faithfully as a member of the DeLand Fire Department he announced his retirement as of December 29, 2023; and

WHEREAS, Christopher A. Pearsall began working for the City of DeLand Fire Department as a Firefighter on June 6, 2003, during his career Chris completed various courses to enhance his skills and worked diligently to promote life safety in our community. Chris maintained state certification as a Certified Firefighter and Emergency Medical Technician in addition to certification as a Confined Space Rescue Technician, Rope Rescue Technician, Trench/Excavation Rescue Technician and maintained certification as a Fire Apparatus Relief Driver: and

WHEREAS, Chris was a valued shift member, who assisted with the mentoring and training of junior firefighters to ensure they were prepared for all emergency and non-emergency responses within the City of DeLand and surrounding communities; and

WHEREAS, Christopher A. Pearsall has distinguished himself with his professional leadership skills and performance as a Firefighter, and he has justly earned the respect, admiration and high regard of his fellow peers, as well as that of the citizens of this community.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF DELAND, FLORIDA:

Section 1. That the City Commission of the City of DeLand does hereby honor Firefighter Pearsall for his 20 years of service to the City and for the faithful, diligent and responsible manner in which he performed her duties.

Section 2. This resolution shall be spread upon the minutes of the City Commission of the City of DeLand as part of the permanent memento of the City's thanks and appreciation to Firefighter Christopher A. Pearsall.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND DULY ADOPTED this 17th day of January 2024.

____
Christopher Cloudman
Mayor - Commissioner

Attest:

____
Julie A. Hennessy, City Clerk - Auditor

CITY OF DELAND
Request for Commission Action
January 3, 2024

SUBJECT: Employee Years of Service Award.

DEPARTMENT: Human Resources

PREPARED BY: Mark Hayward, HR Director

ATTACHMENTS:

APPROVED BY: Michael Grebosz, Asst. City Manager, December 21, 2023

SUMMARY/HIGHLIGHT:

The City of DeLand is fortunate to have so many dedicated employees who have served the DeLand community for many years. To honor these outstanding employees, the City Commission present them with a plaque.

10 Years of Service

Ray Bahrami, Engineering Department

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

N/A

SUSTAINABILITY:

N/A

FISCAL IMPACT:

None

RECOMMENDATION:

It's recommended the City Commission present the service award.

BACKGROUND/DISCUSSION:

N/A

CITY OF DELAND
Request for Commission Action
January 3, 2024

SUBJECT:	Presentation re Quarterly Financial Report for the Period Ending September 30, 2023.
DEPARTMENT:	Finance
PREPARED BY:	Daniel Stauffer, Finance Director
ATTACHMENTS:	Quarterly Financial Report 09-30-23
APPROVED BY:	Michael Grebosz, Asst. City Manager, December 21, 2023

SUMMARY/HIGHLIGHT:

Attached is a copy of the City's Quarterly Financial Report for the quarter ended September 30, 2023. The Quarterly Financial Report is a supplemental report intended to provide information regarding the financial position of each fund and includes a review of balance sheets and schedules on revenues and expenditures.

The Quarterly Financial Report is an attempt to bring to you a concise and readable interim report, and is not a substitute for the Annual Comprehensive Financial Report issued at the end of each fiscal year after the independent audit of the City's financial records. This Quarterly Financial Report covers twelve months of the fiscal year, a representation of one hundred percent of the year. A brief presentation will be made regarding the financial position of each of the major funds of the City.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

N/A

SUSTAINABILITY:

N/A

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends the City Commission acknowledge acceptance of the Quarterly Financial Report as presented.

BACKGROUND/DISCUSSION:

General Fund - Revenues of the General Fund are $42,209,277 as of September 30, 2023 and represent 106% of revenues budgeted exclusive of those revenues considered non-revenues.

Property taxes are 102% realized due to the fact that the majority of property owners avail themselves of the discounts associated with paying their property taxes before the due date. This is compared to the same quarter last year which was at 102% realized property tax revenue. Other taxes include 1st Local Option Gas tax at 108% realized, Fire Insurance Permium tax at 196% realized and Casualty Insurance Premium tax at 162%

realized. Operating grants include $55,585 for VOCA and HIDTA police grants and $127,071 of FEMA revenue collected for COVID-19 expenses spent in prior fiscal years. Hurricane Ian revenues will be realized once projects are obligated by FEMA. Miscellaneous revenue is at 378% realized mainly due to unrealized gains on investments, disposition of fixed assets and code enforcement liens with are significantly more than budget this quarter. Other significant revenues are within expected ranges.

General Fund expenditures are at 84% of budgeted funds as of September 30, 2023. Expenditures by category as a percent of appropriated funds are personnel 96%, operating 84%, grants and aid 8%, contingencies 0%, and transfers to other funds 60%.

Contingencies include planned savings of $200,000 for the Hurricane Reserve and $12,500 for the Sanborn Center Reserve.

Undesignated Fund Balance - The City will manage its fiscal resources to ensure funding for the operation of the City is not disrupted. A reserve equivalent to two months operating needs shall be maintained in the General Fund. The funds available for this reserve are estimated to be $7,448,179 which represents a reserve surplus of $342,352 above the required two-month Undesignated Reserve of $7,105,827 at September 30, 2023.

Confiscated Trust Fund - Confiscated Trust Fund revenues are $30,660 or 1022% of budget, while expenditures are $0 or 0% of budget as of September 30, 2023.

Homeless Shelter Fund - Revenues of the Homeless Shelter Fund are $236,532 as of September 30, 2023 and represent 92% of revenues budgeted. Revenues include $202,562 or 88% of budgeted transfers from the General Fund. Expenditures are at $594,177 or 96% as of September 30, 2023.

Spring Hill Community Redevelopment Trust Fund - Revenues realized at September 30, 2023 are $795,887, which represents 104% of revenues budgeted. Revenues from all taxing agencies have been billed.

Spring Hill Community Redevelopment Trust Fund expenditures are $263,718 or 34% of budgeted funds as of September 30, 2023. Expenditures by category as a percentage of appropriated funds are personnel 73%, operating 58%, grants and aid 0%, contingencies 0%, transfers to other funds 80% and capital outlay 100%.

Governmental Impact Fees Trust Fund - Revenues realized at September 30, 2023 are $2,693,238, which represents 205% of revenues budgeted. The Governmental Impact Fees Trust Fund was established to budget and account for projects using revenue collected from Police, Fire, Parks and Recreation, and General Government Building Impact Fees paid for by new construction.

Governmental Impact Fees Trust Fund expenditures are $1,077,864 or 56% of budgeted funds as of September 30, 2023. 92% of budgeted expenditures are transfers to other funds.

Downtown Community Redevelopment Trust Fund - Revenues realized at September 30, 2023 are $1,502,211, which represents 106% of the budget. Revenues from all taxing agencies have been billed. Debt proceeds for the Voorhis Avenue Streetscape totaling $700,000 were received this quarter.

Downtown Community Redevelopment Trust Fund expenditures are at 16% of budgeted funds as of September 30, 2023. Expenditures by category as a percentage of appropriated funds are operating 83%, grants and aid 0%, contingencies 0% and transfers to other funds 31% and capital outlay 1%.

Grant & Special Revenues Fund - Revenues realized at September 30, 2023 are $9,718,307, which represents 74% of the budget. The Grant & Special Revenues Fund was established to budget and account for all capital projects and expenditures relating to grants which fund non-payroll operating expenses. As of September 30, 2023, $4,041,715 or 77% was transferred from other funds mainly due to General Fund transfers of tree reserve balances ($1,419,935) and Melching Field Improvements ($2,569,138).

The Grant & Special Revenues Fund expenditures are at 52% of budgeted funds as of September 30, 2023. Expenditures in this fund are based on the timing of projects and will not always follow the normal benchmarks each quarter.

Debt Service Fund - Revenues for this fund consists of transfers from other funds used to pay debt payments for the current fiscal year. As of September 30, 2023, $1,791,357 has been transferred, which represents 74% of the budget. Likewise, expenditures are at 74% as of September 30, 2023.

Capital Projects Fund - Revenues for this fund are $3,891,531 or 35% of budgeted funds. Revenue includes .2 mills of advalorem tax revenue dedicated for capital expenses, debt proceeds, interest earnings, and transfers from other funds which are recognized when expenses are incurred for each project and will not always follow normal benchmarks for the quarter. Capital Projects Fund expenditures are $2,108,113 or 19% of budgeted funds as of September 30, 2023.

Water & Sewer Fund - Operating revenues realized at September 30, 2023 are $31,152,189 representing 110% of budget this quarter. Capital grant revenue is at $70,794 which is less than 1% of budget due to timing of capital projects. Budgeted debt proceeds include State Revolving Loan funds for the construction of a new Waste Water treatment plant. SRF Loan funds will be drawn down monthly as expenses are incurred on the project.

Water & Sewer Fund expenditures are $28,730,982 or 21% of budgeted funds as of September 30, 2023. Expenditures by category as a percentage of appropriated funds are personnel 93%, operating 87%, capital outlay 7%, services provided by the general government 107%, contingencies 0% and transfers to other funds 50%.

Water & Sewer Undesignated Reserves - The City will manage its fiscal resources to ensure funding for the operation of the City is not disrupted. A reserve equivalent to three month's operating needs shall be maintained in the Water & Sewer Fund. The funds available for this reserve are estimated to be $7,085,247, which represents a reserve surplus of $1,385,973 above the required three-month Undesignated Reserve of $5,699,274 at September 30, 2023.

Municipal Airport Fund - Revenues realized at September 30, 2023 are $5,507,212, which represents 62% of the budget. As of September 30, 2023, 36% of Federal or State grant monies have been received because grant related projects are either in their early stages or have not started yet.

Municipal Airport Fund expenditures are $5,229,390 or 49% of budgeted funds as of September 30, 2023. Expenditures by category as a percentage of appropriated funds are personnel 96%, operating 69%, capital outlay 44%, services provided by the general government 100%, and transfers to other funds 42%.

Refuse Collection Fund - Revenues realized at September 30, 2023 are $5,204,928, which represents 101% of the budget. Refuse Collection Fund expenditures are at $5,137,871 or 100% of budgeted funds as of September 30, 2023. This includes the contractual payments made to our solid waste hauler and the services provided by the water & sewer fund for billing and collection expenses.

Stormwater Fund - Revenues realized at September 30, 2023 are $2,372,269, which represents 101% of budgeted revenues. In addition to billing stormwater fees monthly for property within the City limits to owners of property that have separate water/sewer accounts, an annual stormwater fee is billed at the end of each calendar year for property within the City limits to owners of property that is leased or developed parcels that do not have separate water/sewer accounts.

Stormwater Fund expenditures are $1,788,934 or 48% of budgeted funds as of September 30, 2023. Expenditures by category as a percentage of appropriated funds are personnel 83%, operating 66%, capital outlay 19%, services provided by the general government 100% and transfers to other funds 57%.

Permits & Inspections Fund - Revenues realized at September 30, 2023 are $3,640,981, which represents 171% of the budget. Permits & Inspections Fund expenditures are $3,024,899 or 79% of budgeted funds as of September 30, 2023. Expenditures by category as a percentage of appropriated funds are personnel 89%, operating 74%, capital outlay 28%, services provided by the general government 96% and transfers to other funds 32%.

Cash Management - The investments held by the City at September 30, 2023 have a book value of $39,508,862, a par value of $39,515,000 and a market value of $36,134,150. The blended rate of return as of September 30, 2023 was 0.84% with a weighted average maturity for the portfolio of 2.03. The Investment Policy sets a performance measurement for the City's portfolio with the objective of exceeding the average return on three-month US Treasury Bills or the average rate on federal funds, whichever is higher. The average return on three-month US Treasury Bills was 5.32%, while the average rate on federal funds was 5.33%. As of September 30, 2023, the City has an unrealized loss of $3,374,712.

At September 30, 2023, 70% of the City's portfolio was in liquid assets (cash and commercial paper). The primary liquid investments include the Wells Fargo Pooled Cash account, a money market account at United Community Bank, and a money market account at US Bank.

The City of DeLand, Florida

QUARTERLY FINANCIAL REPORT

FOR THE PERIOD ENDING
September 30, 2023

MEMORANDUM

January 3, 2024

TO: **HONORABLE MAYOR, CITY COMMISSIONERS AND CITY MANAGER**

FROM: **FINANCE DIRECTOR**

SUBJECT: **FINANCIAL REPORT, QUARTER ENDING SEPTEMBER 30, 2023**

The Financial Report for quarter ending September 30, 2023, for the City of DeLand is submitted herewith. The Quarterly Financial Report is a supplemental report intended to provide information regarding the financial position of each fund and includes a review of balance sheets and schedules on revenues and expenditures.

The quarterly financial report is an attempt to bring to you a concise and readable interim report, and is not a substitute for the Annual Comprehensive Financial Report issued at the end of each fiscal year after the independent audit of the City's financial records. This quarterly report covers twelve months of the fiscal year, a representation of one hundred percent of the year.

To provide a more comparable and consistent presentation of fund balance reporting, the Governmental Accounting Standards Board Statement Number 54 – *Fund Balance Reporting and Government Fund Type Definitions* (Statement 54) has been implemented. Previously, fund balance for governmental funds was displayed in two broad components – Reserved and Unreserved. GASB 54 established five classifications comprising a hierarchy based primarily on the extent to which the government is bound to honor constraints for which monies can be spent. The classifications are: Non-spendable, Restricted, Committed, Assigned and Unassigned. This presentation only applies to Governmental Funds. The Proprietary Funds are presented in compliance with the GASB 34 balance sheet format: assets plus deferred outflows of resources equal liabilities plus deferred inflows of resources plus net investment in capital assets where net assets are displayed as Invested in Capital Assets – net of related liabilities, Restricted and Unrestricted.

Non-spendable Fund Balance includes amounts that cannot be spent because they are either not in a spendable form or contractually must be maintained intact. Inventories, prepaid amounts, property acquired for resale, and the principal of a permanent fund are all examples of this type of classification.

Restricted Fund Balance reflects amounts that have externally or legally imposed constraints on their use. This category naturally would include resources subject to externally imposed restrictions (creditors, grantors, contributors, laws/regulations of other governments, constitutional provisions). It also would normally, but not always, include resources resulting from enabling legislation (i.e., legislation authorizing the raising of resources for a specific purpose).

Committed Fund Balance consists of amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the City Commission, the highest level of decision making in the City. These committed amounts cannot be used for any other purpose unless the government removes or changes the specified use.

Assigned Fund Balance includes amounts that are constrained by the government's intent, but are neither restricted nor committed. The assignment conveys that the intended use of those amounts is for a specific purpose that is narrower than the general purposes of the governmental fund. Intent is not imposed by a formal commission action. Unassigned Fund Balance is the residual classification for the general fund. The General Fund should be the only fund that reports a positive unassigned fund balance, since expenditures associated with other funds are incurred for the specific activity for which the fund is reporting.

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GENERAL FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Revenues of the General Fund are $42,209,277 as of September 30, 2023 and represent 106% of revenues budgeted this fiscal year. Charges for government services represent allocated administrative costs charged out to other funds for governmental services provided. Transfers from other funds include transfers from the GIFT Fund for repayment of Hurricane Reserves, transfers from the Airport Fund for the repayment of debt and 10% PILOT transfers from the Water & Sewer Fund.

REVENUES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 001 - GENERAL FUND				
AD VALOREM	15,573,192	15,815,338	101.55	14,642,354
OTHER TAXES	804,645	1,160,925	144.28	973,475
PUBLIC SERVICE TAXES	5,854,208	6,593,207	112.62	5,863,339
PERMITS. FEES, & SPECIAL ASSESSMENTS	299,220	289,794	96.85	282,741
FRANCHISE TAXES	3,786,050	4,146,761	109.53	3,807,093
OPERATING GRANTS	1,165,000	182,656	15.68	3,559,820
INTERGOVERNMENTAL REVENUE	4,747,965	5,070,343	106.79	4,882,440
CHARGES FOR GOVT SERVICES	4,650,528	4,851,552	104.32	4,914,526
CHARGES FOR SERVICES	894,810	1,001,267	111.90	1,804,206
FINES & FORFEITS	99,000	149,851	151.36	124,066
MISCELLANEOUS REVENUES	301,129	1,138,010	377.91	(94,982)
INTEREST REVENUES	195,000	1,064,764	546.03	258
RENTAL INCOME	224,186	226,565	101.06	266,743
DEBT PROCEEDS	686,450	-	0.00	-
TRANSFERS FROM OTHER FUNDS	678,839	518,243	76.34	507,031
	39,960,222	42,209,277	105.63	41,533,109
USE OF RESERVES	11,625,992	-		-
TOTAL REVENUES	51,586,214	42,209,277	81.82	41,533,109

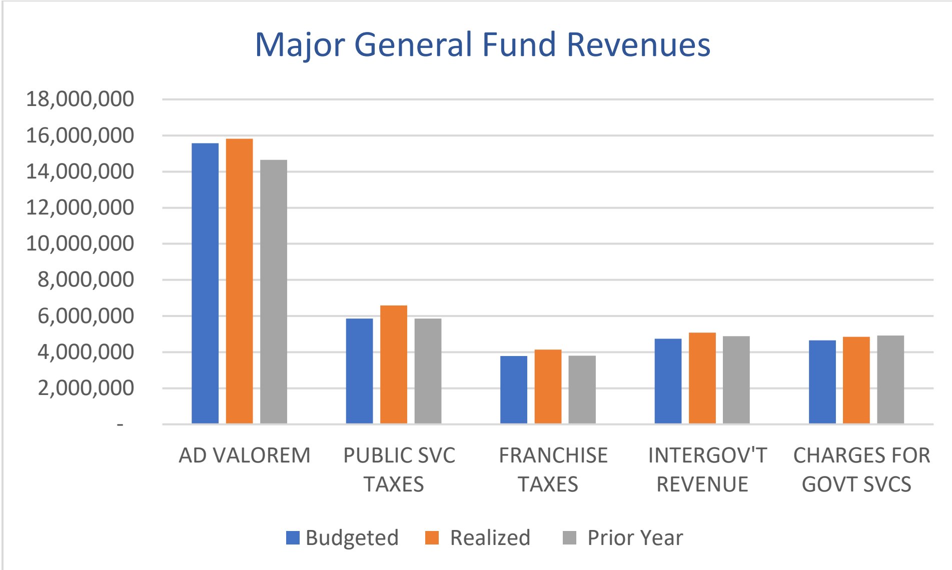
- Fire Insurance Premium tax and Casualty Insurance Premium tax came in well above budget this quarter at 176% realized for the fiscal year.

- Operating grants includes $55,585 realized for VOCA and HIDTA grants, $127,071 realized for FEMA COVID-19 revenue to cover expenses spent in prior fiscal years and $1,100,000 budgeted for Hurricane Ian which has not been obligated or collected by the end of the fourth quarter.

- Fines & Forfeits include parking ticket revenue which is up significantly at $50,422 compared to $34,000 a year ago.

- Miscellaneous Revenues are 378% realized mainly due to unrealized gains on investments, disposition of fixed assets, unbudgeted insurance proceeds, and code enforcement liens which are significantly more than budget this quarter.

- Transfers from Other Funds is at 76% realized mainly due to contra revenues that are recorded to reclass principal payments to the asset balances for internal loan obligations.



EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

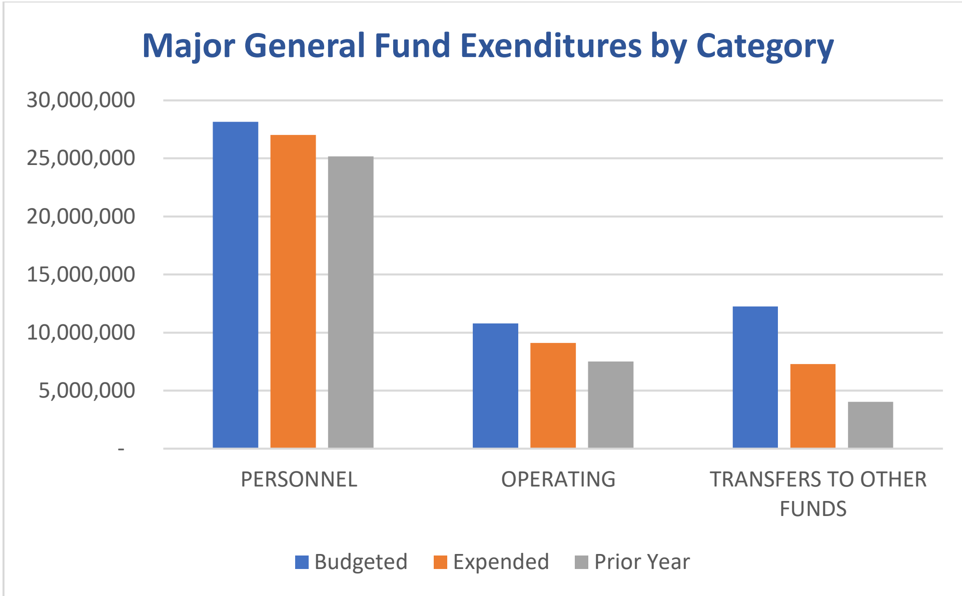
General Fund expenditures are at $43,416,423 or 84% of budgeted funds as of September 30, 2023. Expenditures by category as a percent of appropriated funds are personnel 96%, operating 84%, grants and aid 8%, contingencies 0%, and transfers to other funds 60%.

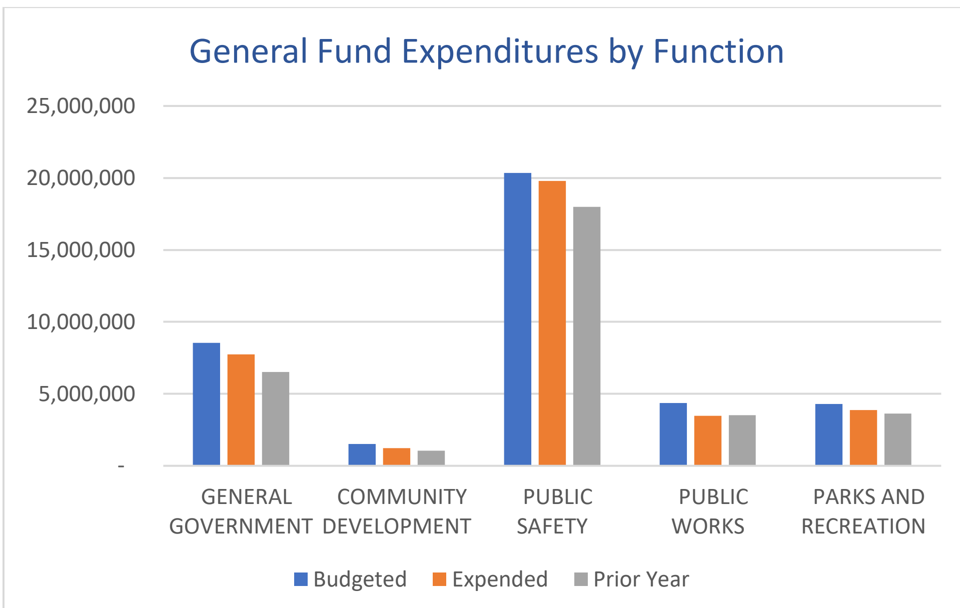
EXPENDITURES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 001 - GENERAL FUND				
PERSONNEL	28,165,146	27,013,557	95.91	25,185,558
OPERATING	10,798,216	9,096,841	84.24	7,506,718
GRANTS & AID	95,000	8,000	8.42	5,000
CONTINGENCY	272,520	-	0.00	-
TRANSFERS TO OTHER FUNDS	12,255,332	7,298,026	59.55	4,027,114
TOTAL EXPENDITURES	51,586,214	43,416,423	84.16	36,724,390

EXPENDITURES BY FUNCTION	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 001 - GENERAL FUND				
GENERAL GOVERNMENT	8,543,755	7,732,572	90.51	6,511,163
COMMUNITY DEVELOPMENT	1,523,678	1,237,380	81.21	1,053,789
PUBLIC SAFETY	20,343,116	19,794,688	97.30	17,982,951
PUBLIC WORKS	4,352,984	3,475,875	79.85	3,517,395
PARKS AND RECREATION	4,294,830	3,877,881	90.29	3,631,978
CONTINGENCY	272,520	-	0.00	-
TRANSFERS	12,255,332	7,298,026	59.55	4,027,114
Fund 001 - GENERAL FUND: TOTAL EXPENDITURES	51,586,214	43,416,423	84.16	36,724,390

- Contingency budget includes planned savings for the fiscal year for the Hurricane Reserve ($200,000) and Sanborn Center Reserves ($12,500). Also included is additional contingent funds for unplanned costs during the year.

- Budgeted transfers to other funds include transfers to Homelessness Fund ($230,000), transfers to the Grants & Special Revenue Fund ($4,875,695), transfers to the Debt Service Fund ($1,347,802), and transfers to the Capital Projects Fund ($5,801,835).





GENERAL FUND CAPITAL PROJECTS

The capital projects for the General Fund are recorded in the Grants & Special Revenues Fund and the Capital Projects Fund which are included in a separate section of this report.

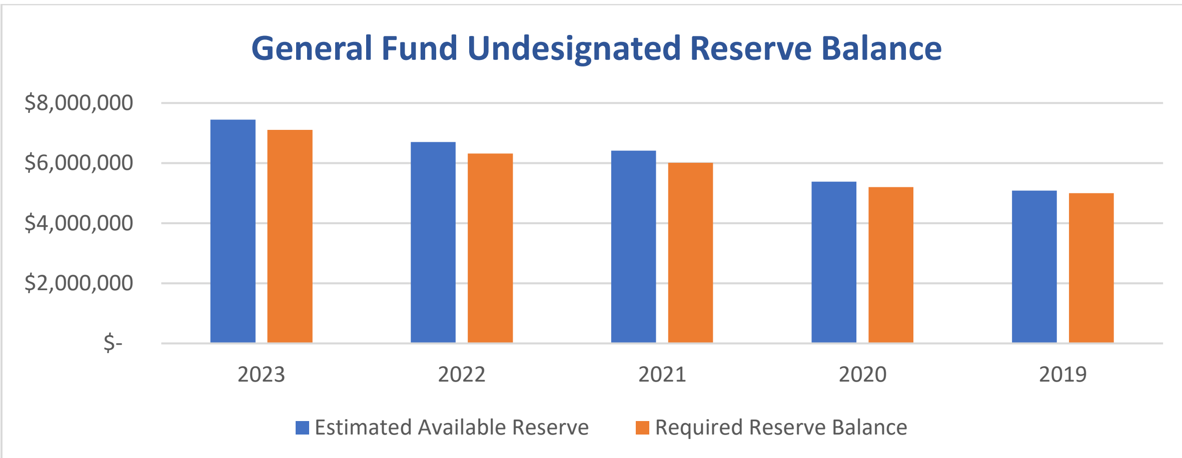
GENERAL FUND RESERVE ANALYSIS

According to City policy, the City will manage its fiscal resources to ensure funding for City operations is not disrupted. A reserve equivalent to two month's operating needs shall be maintained in the General Fund. The funds available for this reserve are estimated to be $7,448,179 which represents a reserve balance of $342,352 above the two-month required Undesignated Reserve of $7,105,827 at September 30, 2023.

General Fund

Fiscal Year 2023 Undesignated Reserve Analysis

	1st QTR	2nd QTR	3rd QTR	4th QTR
Estimated Available Reserve Funds	$ 6,815,197	$ 6,815,197	$ 6,815,197	$ 7,448,179
Required 2 Month Undesignated Reserve	6,483,361	6,483,361	6,712,785	7,105,827
Surplus/Deficit	$ 331,836	$ 331,836	$ 102,413	$ 342,352



CONFISCATED TRUST FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Confiscated Trust Fund revenues are $30,660 or 1022% of total revenues budgeted this fiscal year. Revenues are budgeted to cover expenses and not based on revenue projections.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Confiscated Trust Fund operating expenditures are at $0 or 0% of the total budget of $3,000 this fiscal year.

HOMELESS SHELTER FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

The Homeless Shelter Fund revenues are $296,532 or 92% of total revenues budgeted this fiscal year. Operating revenues are comprised of private donations of $90,843 and interest income of $3,127. Transfers from the general fund total $202,562 or 88% of budgeted funds which will be used towards operations of the facility.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

The Homeless Shelter Operating Expenditures are at $594,177 or 96% of total expenses budgeted this fiscal year. Expenses include payments to the West Volusia Neighborhood Center for operation of the shelter, property insurance and building maintenance for the facility. The Homeless Shelter Fund had $297,645 in reserve balances at the end of FY 2022 that will be used to cover expenses this year.

SPRING HILL COMMUNITY REDEVELOPMENT FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Spring Hill Community Redevelopment Fund revenues realized at September 30, 2023 are $795,887 or 104% of budgeted revenues. CRA revenues are comprised of ad valorem taxes, federal grants, miscellaneous revenues, interest revenue, and rental income.

REVENUES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 160 - SPRING HILL CRA FUND				
AD VALOREM	732,532	719,115	98.17	399,458
OPERATING GRANTS	31,449	31,449	100.00	35,697
MISCELLANEOUS REVENUES	1,200	7,163	596.89	4,200
INTEREST REVENUES	-	38,160	100.00	1,605
RENTAL INCOME	-	-	0.00	10,000
	765,181	795,887	104.01	450,959
USE OF RESERVES	4,459	-		-
TOTAL REVENUES	769,640	795,887	103.41	450,959

- Budgeted grants include CDBG funds for personnel expenses totaling $31,449.
- Miscellaneous Revenue is at 597% realized mainly due to forfeited 401A funds used to offset retirement contributions this fiscal year.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Spring Hill Community Redevelopment Fund expenditures are $263,718 or 34% of budget as of September 30, 2023. Expenditures by category as a percent of appropriated funds are personnel 73%, operating 58%, grants & aid 0%, contingency 0%, transfers to other funds 80%, and capital 100%.

EXPENDITURES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 160 - SPRING HILL CRA FUND				
PERSONNEL	186,069	136,326	73.27	113,193
OPERATING	108,520	62,522	57.61	51,616
GRANTS & AID	20,000	-	0.00	-
CONTINGENCY	388,689	-	0.00	-
TRANSFERS TO OTHER FUNDS	66,362	53,249	80.24	44,047
CAPITAL OUTLAY	-	11,622	100.00	110,125
TOTAL EXPENDITURES	769,640	263,718	34.27	318,980

- Personnel is 73% of budget due to position vacancies this year.
- Operating expenses are 58% of budget mainly due to other obligations for utility box art $20,000 and holiday lighting $5,500, which were unspent at the end of the fiscal year.
- Budgeted transfers to other funds include transfers to the debt service fund ($36,386), and transfers to the capital project fund for shared costs of Information Technology projects ($29,976).
- Capital Outlay includes new fencing for the Resource Center that was reclassed from other obligations to capital this fiscal year.

GOVERNMENTAL IMPACT FEES TRUST FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Governmental Impact Fees Trust Fund revenues realized at September 30, 2023 are $2,693,238 or 205% of budgeted funds. The Governmental Impact Fees Trust Fund was established to budget and account for projects using revenue collected from Police, Fire, Parks and Recreation, and General Government Building Impact Fees paid by new customers. Revenues are budgeted to match expenses and do not reflect planned savings for the fiscal year.

REVENUES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 170 - GIFT FUND				
PERMITS. FEES, & SPECIAL ASSESSMENTS				
IMPACT FEES - POLICE RESIDENTIAL	41,754	530,848	1,271.37	456,570
IMPACT FEES - FIRE RESIDENTIAL	170,000	256,440	150.85	219,830
IMPACT FEES - POLICE COMMERCIAL	-	42,576	100.00	19,480
IMPACT FEES - FIRE COMMERCIAL	-	20,536	100.00	9,410
IMPACT FEES - RECREATION RESIDENTIAL	890,074	1,212,242	136.20	1,025,330
IMPACT FEES - RECREATION COMMERCIAL	-	18,480	100.00	-
IMPACT FEES - GEN GOVT RESIDENTIAL	211,000	460,279	218.14	395,275
IMPACT FEES - GEN GOV'T COMMERCIAL	-	36,875	100.00	19,006
INTEREST REVENUES	-	114,962	100.00	6,327
	1,312,828	2,693,238	205.15	2,151,229
USE OF RESERVES	612,490	-		-
TOTAL REVENUES	1,925,318	2,693,238	139.89	2,151,229

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Governmental Impact Fees Trust Fund expenses as of September 30, 2023 are $1,077,864 or 56% of budgeted funds. 92% of budgeted expenditures are transfers to other funds to cover project expenses that are funded by more than impact fees.

EXPENDITURES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 170 - GIFT FUND				
OPERATING	7,500	-	0.00	18,125
TRANSFERS TO OTHER FUNDS				
TRANSFER TO GENERAL FUND	411,000	411,000	100.00	411,000
TRANSFER TO GRANTS & SPEC REV	392,915	0	0.00	200,000
TRANSFER TO DEBT SERVICE FUND	901,828	508,156	56.35	508,157
TRANSFER TO CAPITAL PROJECT FUND	58,788	58,788	100.00	288,728
CAPITAL OUTLAY	153,287	99,920	65.18	105,174
TOTAL EXPENDITURES	1,925,318	1,077,864	55.98	1,531,185

- Budgeted transfers to the General Fund include $200,000 to repay the Hurricane Reserve and $211,000 to repay the early repayment of Revenue Notes 2004A & B. Budgeted transfers to the Grants & Special Revenue Fund include $392,915 for Alabama Greenway Trail. Budgeted transfers to the Debt Service Fund pay for debt funded impact projects such as Earl Brown Park, Sperling Sports Complex, construction of Fire Station #81 and Police Evidence Building.

- Capital Outlay is at 65% of budget due to timing of capital projects and will not follow normal benchmarks each quarter.

GOVERNMENTAL IMPACT FEES TRUST FUND CAPITAL PROJECTS

PROJECT DESCRIPTION	2022-23 AMENDED BUDGET	QTR BALANCE 09/30/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT REMAIN
NEW POLICE CAR FOR NEW OFFICER	67,800	35,188	-	32,613	48.10
NEW DUAL-PURPOSE K-9	15,500	14,894	-	606	3.91
ECHO - ALABAMA GREENWAY TRAIL DESIGN	69,987	49,839	20,149	-	0.00
	153,287	99,920	20,149	33,218	21.67

DOWNTOWN COMMUNITY REDEVELOPMENT FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Downtown Community Redevelopment Fund revenues are at $1,502,211 or 106% of budgeted revenues this quarter. CRA revenues are comprised of ad valorem taxes, charges for services, miscellaneous revenues, interest revenue, and debt proceeds.

REVENUES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 180 - DOWNTOWN CRA FUND				
AD VALOREM	607,480	599,264	98.65	528,729
CHARGES FOR SERVICES	58,105	58,976	101.50	57,802
MISCELLANEOUS REVENUES	44,604	48,825	109.46	20,768
INTEREST REVENUES	-	95,146	100.00	35,878
DEBT PROCEEDS	707,300	700,000	98.97	-
	1,417,489	1,502,211	105.98	643,176
USE OF RESERVES	1,245,620	-		-
TOTAL REVENUES	2,663,109	1,502,211	56.41	643,176

- Debt proceeds are budgeted to fund the Voorhis Avenue Streetscape project which was started in July 2023.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Downtown Community Redevelopment Fund expenditures are $421,713 or 16% of total budgeted funds. Expenses by category as a percent of appropriated funds are operating expenses 83%, grants and aid 0%, contingency 0%, transfers to other funds 31%, and capital outlay 1%.

EXPENDITURES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 180 - DOWNTOWN CRA FUND				
OPERATING	441,199	367,898	83.39	293,542
GRANTS & AID	67,500	-	0.00	-
CONTINGENCY	71,642	-	0.00	-
TRANSFERS TO OTHER FUNDS	125,679	38,434	30.58	41,394
CAPITAL OUTLAY	1,957,089	15,380	0.79	219,689
TOTAL EXPENDITURES	2,663,109	421,713	15.84	554,625

- Contingency represents planned savings to the Downtown Redevelopment Fund this fiscal year.
- Budgeted transfers to other funds include transfers to the debt service fund to cover loan payments for Downtown Parking Improvements and the Voorhis Avenue Streetscape projects.
- Capital Outlay is at 1% of budget due to timing of capital project expenditures and will not follow normal benchmarks each quarter.

DOWNTOWN COMMUNITY REDEVELOPMENT FUND CAPITAL PROJECTS

PROJECT DESCRIPTION	2022-23 AMENDED BUDGET	QTR BALANCE 09/30/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT REMAIN
REPLACE FRONT DOORS AT FISH BUILDING	16,509	-	-	16,509	100.00
PARKING LOT - 201 W. HOWRY AVE	498,250	2,450	-	495,800	99.51
VOOHRIS AVENUE STREETSCAPE	1,442,330	12,930	269,400	1,160,000	80.43
	1,957,089	15,380	269,400	1,672,309	85.45

GRANTS & SPECIAL REVENUES FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Grants and Special Revenues Fund revenues realized at September 30, 2023 are $9,718,307 or 74% of total budgeted revenues. The Grants and Special Revenues Fund was established to budget and account for all capital projects and expenditures relating to grants and other specific revenues that fund non-payroll operating expenses. Revenues in this fund are based on timing of projects and will not always follow the normal benchmarks for each quarter.

REVENUES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 190 - GRANT & SPECIAL REVENUE FUND				
OTHER TAXES	300,004	292,968	97.65	267,950
CHARGES FOR SERVICES	25,057	344,249	1,373.86	-
MISCELLANEOUS REVENUES	1,532,964	1,347,662	87.91	1,129,758
INTEREST REVENUES	-	1,645	100.00	543
DEBT PROCEEDS	3,795,000	3,295,000	86.82	-
TRANSFERS FROM OTHER FUNDS	5,268,610	4,041,715	76.71	1,706,951
CAPITAL GRANTS	2,261,663	395,068	17.47	521,950
	13,183,298	9,718,307	73.72	3,627,153
USE OF RESERVES	1,004	-		-
TOTAL REVENUES	13,184,302	9,718,307	73.71	3,627,153

- Charges for Services include Tree Replacement revenue which is significantly higher than budget.
- Miscellaneous Revenue includes Stetson's 50% share for Melching Field renovations which has been completed and reimbursements have been received.
- Debt proceeds includes funds from a 2023 Webster Bank Revenue Note to fund $2.5M for road resurfacing and $795,000 for matching funds towards the Alabama Greenway Trail project.
- Budgeted transfers include transfers from the General Fund $4,875,695 (road resurfacing $675,833, marquee board $3,000, Chisholm shade structure $15,653, Jackson Lane Park playground $151,059, firefighter equipment $24,243, FARO crime scene $12,082, CDBG ROW $4,752, tree reserves $1,419,935 and Melching Field improvements $2,569,138) and transfers from the GIFT Fund of $392,915 for the Alabama Greenway Trail. Transfers are recorded when expenses are incurred and will not always follow quarterly benchmarks.
- Federal grant budgeted revenue includes JAG funds for Active Shooter and FARO Crime Scene Processing grants, CDBG funds for ADA right of way improvements and shade structure at the Chisholm Center, and EPA funds for the Brownfield Environmental projects. State grant revenue includes FDOT funds for firefighter decontamination equipment and Woodland Avenue lighting improvements. Local grant revenue includes ECHO funds for Alabama Greenway trail and playground equipment at Jackson Lane Park.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Grants and Special Revenue Fund expenditures as of September 30, 2023 are $6,851,085 or 52% of total budgeted funds. Expenses by category are operating 30% and capital outlay 62%. Operating expenses include brownfield grant professional services, road materials and supplies and tree department operating supplies. Expenditures in this fund are based on timing of projects and will not always follow normal benchmarks for a given quarter.

GRANTS & SPECIAL REVENUES FUND CAPITAL PROJECTS

PROJECT DESCRIPTION	2022-23 AMENDED BUDGET	QTR BALANCE 09/30/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT REMAIN
DEPT OF FS - FF DECONTAMINATION EQUIP	42,925	42,925	-	0	0.00
JAG 2023 - DELAND CRIME SCENE PROCESSING	68,469	68,468	-	1	0.00
JAG 2023 - INTERVIEW TECHNOLOGY PLATFORM	17,479	-	-	17,479	100.00
CDBG 2020 - ROW ADA IMPROV	25,823	25,808	-	15	0.06
CDBG 2021 - ROW ADA IMPROV	95,486	19,688	-	75,798	79.38
FDOT WOODLAND BLVD LIGHTING IMPROV	1,929	-	-	1,929	100.00
CDBG 2022 - ROW ADA IMPROV	120,000	59,802	-	60,198	50.16
CDBG 2023 - ROW ADA SIDEWALK IMPROV	161,213	-	-	161,213	100.00
SCAG ZTURN 48' REPLACE 133-MO-27	9,038	-	-	9,038	100.00
ELECTRIC F150 FOR NURSERY	48,462	-	-	48,462	100.00
NEW SOLAR CHARGING STATION FOR NURSERY	95,518	-	93,133	2,385	2.50
LAKE MOORE	1,295,137	1,295,136	-	1	0.00
MELCHING FIELD RENOVATION & EXPANSION	4,055,608	3,761,279	76,500	217,829	5.37
CDBG 2022 - CHISHOLM SHADE STRUCTURE	43,718	43,718	-	0	0.00
ECHO - ALABAMA GREENWAY TRAIL	2,687,915	246	2,425,980	261,690	9.74
ECHO - PLAYGROUND EQUIP JACKSON LANE PK	301,059	301,058	-	1	0.00
CDBG 2023 - CHISHOLM MARQUEE BOARD	20,000	-	-	20,000	100.00
	9,089,779	5,618,128	2,595,612	876,039	9.64

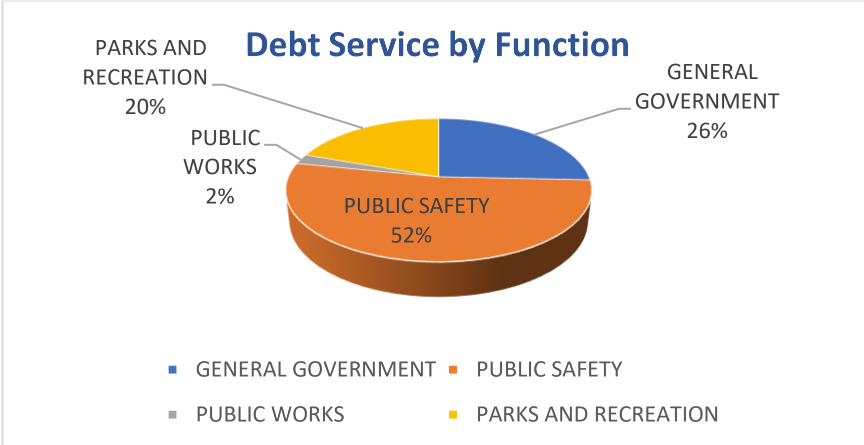
DEBT SERVICE FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Revenues for the Debt Service Fund consists of transfers from other funds which are used to pay debt payments for the current fiscal year. As of September 30, 2023, $1,791,357 or 74% of budgeted funds were transferred from other funds to cover debt payments made by the end of the fourth quarter. A new revenue note from Webster Bank was received in September for an amount less than originally budgeted.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Debt Service Fund expenditures are $1,791,357 or 74% of budgeted funds at the end of the fourth quarter. Expenditures by department for governmental related debt payments include General Government ($422,034), Public Safety ($1,026,679), Public Works ($35,382), and Parks and Recreation ($307,262). Debt payments were budgeted for the new revenue note received this fiscal year which came in under budget. It is anticipated that an additional note will be requested in FY 2024.



Annual Debt Service Schedule – FY 2023

	From Amortization Schedules			
Debt Instrument	Principal Payments	Interest Payments	Total Payment Due	Principal Bal Due
2013A Note BB&T - EB Park	127,815	52,029	179,843.18	1,452,342
2013B Note BB&T - EB Park	48,386	19,696	68,082.08	549,804
2018A Revenue Note BB&T - Non-taxable	388,795	74,013	462,808.17	2,050,593
2018B Revenue Note BB&T - Taxable	64,056	34,505	98,560.83	803,929
2019 Revenue Note - Chase Bank	602,436	135,802	738,238.28	7,788,602
2020 Truist Bank Lease - Ladder Truck	190,513	13,715	204,227.26	789,099
2023 Revenue Note - Webster Bank	-	-	-	4,995,000
	1,422,000	329,760	1,751,759.80	18,429,368

	From Amortization Schedules			
Capital Leases	Principal Payments	Interest Payments	Total Payment Due	Principal Bal Due
2020 Printer/Copiers - DEX Imaging	39,597	-	39,597.36	82,519
	39,597	-	39,597.36	82,519

CAPITAL PROJECTS FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Revenues for the Capital Projects Fund total $3,891,531 or 35% of budgeted funds. Revenue includes .2 mills of advalorem taxes dedicated for capital expenses, insurance proceeds, interest earnings, debt proceeds and transfers from other funds which are recognized when expenses are incurred for each project and will not always follow normal benchmarks each quarter.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Capital fund expenditures total $2,108,113 or 19% of budgeted expenses. All expenses in this fund are for capital projects which are detailed in the section below.

CAPITAL PROJECTS FUND CAPITAL PROJECTS

PROJECT DESCRIPTION	2022-23 AMENDED BUDGET	QTR BALANCE 09/30/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT REMAIN
CIVIC PLAZA PAVER LEVELING	5,200	-	-	5,200	100.00
CITY HALL CHRISTMAS TREE REPLACEMENT	6,500	-	-	6,500	100.00
GENERATOR FOR CITY HALL	291,000	-	291,000	-	0.00
REPLACE ERP SYSTEM	108,013	31,500	-	76,513	70.84
RECORD MGMT PLAN SERVICES	36,750	-	-	36,750	100.00
PANASONIC ARBITRATOR SYSTEM	19,900	-	-	19,900	100.00
FIREHOUSE INSPECTOR	3,661	-	-	3,661	100.00
FORTIGATE ENTERPRISE BUNDLE SERVICE PACK	26,094	-	-	26,094	100.00
LASERFICHE PROFESSIONAL AND WORKFLOW	41,299	26,206	-	15,093	36.55
CITY WEBSITE REDEVELOPMENT	795	-	-	795	100.00
UTILITIES GATE PASS	13,791	13,791	-	0	0.00
IT SQL LICENSES	13,061	13,061	-	0	0.00
IT NETWORK SWITCHES	144,050	133,248	-	10,802	7.50
IT OVERHEAD FIBER	103,000	-	-	103,000	100.00
POLICE IN-SYNC SOFTWARE	6,700	-	-	6,700	100.00
P&R CIVREC SOFTWARE	32,260	26,244	-	6,016	18.65
SANBORN CENTER AVI	11,111	-	-	11,111	100.00
CUSTOMER SERVICE PAYMENT KIOSK	15,000	15,000	-	-	0.00
COPIER FOR PUBLIC SERVICES	14,154	-	-	14,154	100.00
LARGE FORMAT PLOTTER	5,000	-	-	5,000	100.00
CLERK FUJITSU 7700 SCANNER	12,000	6,375	-	5,625	46.88
PW SIGN SHOP TRAFFIC JET PRINTER	63,063	34,850	-	28,213	44.74
MELCHING FIELD CAMERAS AND SERVER	28,702	28,702	-	0	0.00
VEHICLE FOR CODE ENFORCEMENT MANAGER	33,000	-	-	33,000	100.00
FIRE STATION #81 RESERVE GARAGE	273,146	273,146	-	0	0.00
FIRE STATION 82/83 IMPROVEMENTS	95,930	28,368	-	67,562	70.43
FIRE STATION GATE ENTRY	19,970	19,712	-	258	1.29
NEW VEHICLE FOR NEW DIVISION CHIEF	49,000	47,557	-	1,443	2.94
ENGINE REPLACEMENT 2007 CONTENDER	736,776	-	-	736,776	100.00
LADDER APPARATUS 75' PIERCE ENFORCER	1,288,603	-	-	1,288,603	100.00
2022 FORD INTERCEPTOR	40,965	40,965	-	1	0.00
PD PERIMETER SECURITY FENCING AND WALL	181,000	-	-	181,000	100.00
WATER HEATER REPLACEMENT AT PD	20,550	20,543	-	7	0.03
CHEVROLET TAHOE - SENIOR COMMAND #1	47,550	47,427	-	123	0.26
CHEVROLET TAHOE - SENIOR COMMAND #2	47,913	47,913	-	0	0.00
CHEVROLET TAHOE - SENIOR COMMAND #3	47,550	47,217	-	333	0.70
CHEVROLET TAHOE - SENIOR COMMAND #4	50,047	49,834	-	213	0.43
CHEVROLET TAHOE - SENIOR COMMAND #5	37,549	24,655	-	12,894	34.34
FORD INTERCEPTOR SUV FOR PATROL #1	61,745	50,825	10,920	0	0.00
FORD INTERCEPTOR SUV FOR PATROL #2	61,745	50,825	10,920	0	0.00
FIRE ALARM SYSTEM PANEL & EQUIP REPLACE	70,528	-	-	70,528	100.00
HVAC CONTROL SYSTEM AND CHILLERS	597,931	-	597,931	0	0.00
UNMARKED CID VEHICLE	62,978	-	8,181	54,797	87.01
REPLACE 2015 PATHFINDER WITH TRUCK	45,836	-	45,836	-	0.00
CITY ENTRY FEATURE - DESIGN	252,510	47,427	14,102	190,981	75.63
NEW SIDEWALKS	103,000	-	-	103,000	100.00
BERESFORD EXT. MULTI USE PATH WITH VOLUS	120,000	-	-	120,000	100.00
HYDRAULIC TRUCK POST PULLER	6,650	-	-	6,650	100.00
NEW F250 CREW CAB	59,658	59,658	-	-	0.00
REPLACE 1320151 - F250 SUPER CAB	46,986	46,986	-	-	0.00
REPLACE LOWBOY TRAILER 132130T	127,783	119,893	-	7,890	6.17
A/C REPLACEMENT AT SIGN SHOP	6,669	6,669	-	1	0.01
BUCKET TRUCK 1330145	222,859	222,859	-	-	0.00
NISSAN ROGUE NEW ARBORIST TECH	22,824	22,824	-	-	0.00
54" ZTURN REPLACE 134-MOW-28	9,458	-	-	9,458	100.00
REPLACE 1340188 MINI SWEEPER	180,000	180,000	-	-	0.00
NEW HOT WATER COMMERCIAL PRESSURE WASHER	21,448	11,000	-	10,448	48.71
NEW A/C RECOVERY MACHINE	10,363	5,995	-	4,368	42.15
A/C REPLACEMENT AT VEHICLE MAINTENANCE	6,669	6,669	-	1	0.01
TRANSFER SWITCH	5,300	5,300	-	-	0.00
REPLACE ROOF MAIN ADMIN PARKS & REC DEPT	80,000	-	-	80,000	100.00
DELAND HOUSE ROOF IMPROVEMENT	94,000	-	94,000	-	0.00
REPLACE CARPET THROUGHOUT WAYNE SANBORN	47,590	-	-	47,590	100.00
REPLACE ROOF AT P&R MAINT OFFICE	36,940	36,940	-	-	0.00
FLOORING IN LEARNING CENTER & GAME ROOM	15,860	15,858	-	2	0.01
CARPET IN MAINTENANCE OFFICE	7,560	-	-	7,560	100.00

LIGHTS AT SPERLING SOFTBALL FIELDS	11,286	11,286	-	-	0.00
SPEC MARTIN FACILITY IMPROVEMENTS	75,000	-	-	75,000	100.00
SKATE PARK LED LIGHTS	66,354	66,354	-	-	0.00
FOUNDATION IMPROVEMENTS AT SPEC MARTIN	105,230	-	-	105,230	100.00
DEVELOP ADDITIONAL PARKING AT SPERLING	150,000	-	-	150,000	100.00
REPLACE FENCE ON SOFTBALL FIELD #3	27,936	27,936	-	-	0.00
POLES AND NETTING NORTH END SPEC MARTIN	10,000	-	-	10,000	100.00
RECREATION FIELDS AT VICTORIA PARK	4,000,000	-	-	4,000,000	100.00
REPLACE COUNTERTOPS AND CABINETS IN SPEC	39,295	32,000	-	7,295	18.56
UPGRADE ELEVATOR EQUIPMENT AT STONE ST	10,200	-	-	10,200	100.00
REPLACE 2007 CHEVROLET IMPALA, 143-0019	31,902	30,897	-	1,006	3.15
REPLACE POOL FILTER AT CHISHOLM POOL	8,398	8,314	-	84	0.99
REPLACE 1999 KUBOTA TRACTOR #143-TRA-006	36,017	-	36,016	1	0.00
REPLACE HVAC SYSTEM IN CHISHOLM CENTER	46,542	45,077	-	1,465	3.15
SCOREBOARD COMPUTER SYSTEM AT SPEC	21,210	20,210	-	1,000	4.71
CONRAD CENTER NEW AIR CONDITIONER	7,305	-	7,304	1	0.01
	11,002,218	2,108,113	1,116,210	7,777,896	70.69

WATER & SEWER FUND

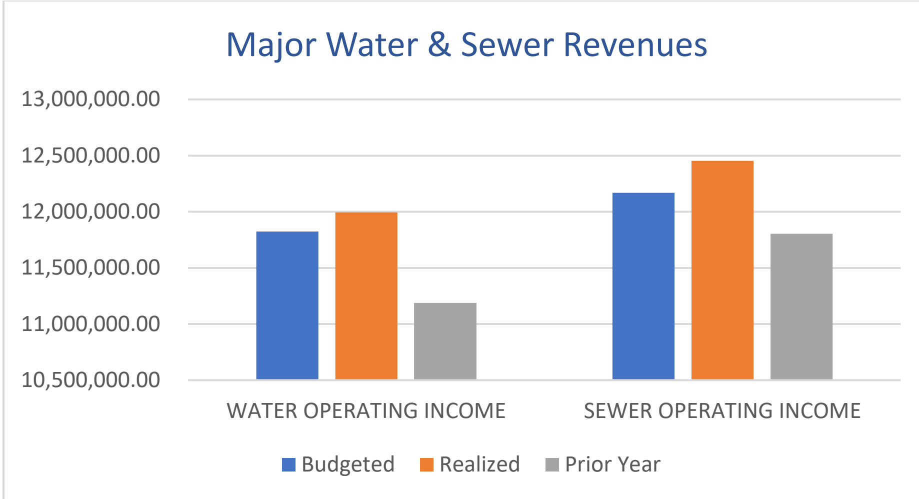
REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Water & Sewer operating revenues as of September 30, 2023 are $31,152,189 or 110% of budgeted operating revenues for the year. Capital grant revenues are $70,794 at the end of the quarter. Revenue by category as a percent of budget realized is charges for government services 100%, charges for services 106%, miscellaneous revenues 190%, interest revenues 233%, capital grants 0% and debt proceeds 0%.

REVENUES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 401 - WATER & SEWER FUND				
CHARGES FOR GOVT SERVICES	151,000	150,595	99.73	16,000
CHARGES FOR SERVICES	26,873,732	28,428,240	105.78	26,454,292
MISCELLANEOUS REVENUES	626,446	1,189,180	189.83	(1,491,271)
INTEREST REVENUES	595,227	1,384,174	232.55	208,951
	28,246,405	31,152,189	110.29	25,187,973
CAPITAL GRANTS	26,366,934	70,794	0.27	1,255,496
TRANSFERS FROM OTHER FUNDS	702,626	-	0.00	-
DEBT PROCEEDS	57,000,000	-	0.00	-
USE OF RESERVES	27,050,249	-		-
TOTAL REVENUES	139,366,214	31,222,983	22.40	26,443,469

- Miscellaneous revenues are 190% realized at the end of the fourth quarter mainly due to penalty charges which are at 142%, realized and unrealized gains on investments which fluctuate with market value, and 401(a) forfeiture funds which will be used to offset retirement expenses this fiscal year.

- Capital grant revenues includes funding from federal, state and local agencies for approved grant funded projects. Reimbursements are requested when project expenses are incurred and will not always follow normal benchmarks for any given quarter.



As of September 30, 2023, there are 25,958 water customers and 17,454 sewer customers billed each month. As reclaim lines are installed, irrigation accounts will decrease while reclaim accounts increase. There was 1,518 irrigation meters one year ago compared to 1,447 this quarter. Meter counts and consumption data are presented below for the fourth quarter for the last two years.

Meter Count and Consumption September 2023			Meter Count and Consumption September 2022		
Water Meters:	Potable	23,068	**Water Meters:**	Potable	21,525
	Irrigation	1,447		Irrigation	1,518
	Reclaim	1,429		Reclaim	1,285
	Hydrant	14		Hydrant	13
		25,958			24,341
Sewer:	Sewer	17,454	**Sewer:**	Sewer	16,115
	Total W & S	43,412		Total W & S	40,456
	Water (Potable)	146,550,000		Water (Potable)	135,475,720
Consumption:	Water (Reclaim)	66,857,000	**Consumption:**	Water (Reclaim)	77,926,000
	Total Water	213,407,000		Total Water	213,401,720
	Sewer	104,027,000		Sewer	94,160,000
	Total Consumption	317,434,000		Total Consumption	307,561,720

Due to high inflation rates and additional project costs, an updated Water, Wastewater, and Reclaimed Water Rate & Development Fee Study was performed by Raftelis Financial Consultants to determine the necessary water and sewer rate adjustments needed over the next five years in order to fund future capital projects including alternative water supply projects. Water rates will increase 4.5% a year and wastewater will increase 4.0% a year through FY 2026.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Water and Sewer Fund expenditures are at $28,730,982 or 21% of budgeted expenses as of September 30, 2023. Expenditures by category as a percent of appropriated funds are personnel 93%, operating 87%, contingency 0%, transfers to other funds 50%, capital outlay 7%, and services provided by general government 107%.

EXPENDITURES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 401 - WATER & SEWER FUND				
PERSONNEL	9,746,889	9,067,613	93.03	8,423,138
OPERATING	8,314,138	7,251,664	87.22	5,192,014
CONTINGENCY	392,903	-	0.00	-
TRANSFERS TO OTHER FUNDS	249,499	125,381	50.25	176,676
CAPITAL OUTLAY	117,302,123	8,699,839	7.42	7,678,993
SERVICES PROVIDED BY GEN GOVT	3,360,662	3,586,485	106.72	3,710,568
TOTAL EXPENDITURES	139,366,214	28,730,982	20.62	25,181,389

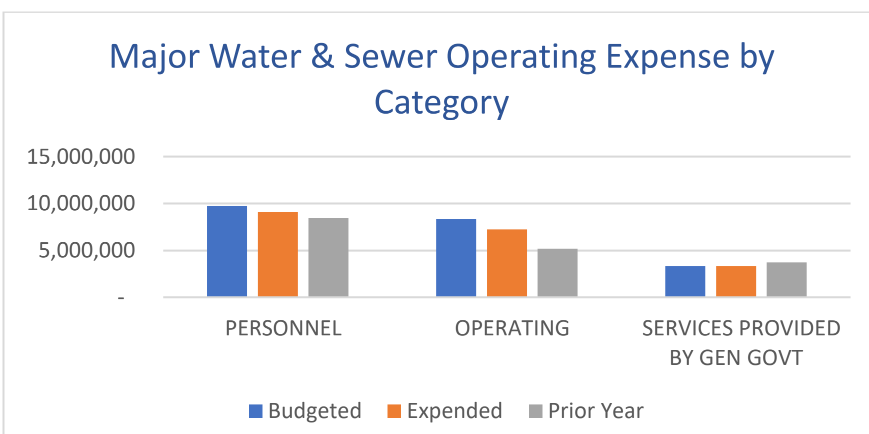
- Budgeted transfers to other funds includes transfers to the debt service fund for printer leases ($7,680) and transfers to the capital projects fund to cover allocated costs of governmental capital projects ($241,819). Transfers are recorded when expenses are incurred and will not always follow normal benchmarks each quarter.

- Capital Outlay is at 7% of budget due to timing of project related expenses and will not always follow normal benchmarks for each quarter.

EXPENDITURES BY DEPARTMENT	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
4201 - UTILITIES ADMIN	23,035,182	7,501,040	32.56	4,355,209
4202 - ENGINEERING	1,022,713	890,951	87.12	859,237
4203 - WATER PRODUCTION	6,186,713	1,927,452	31.15	1,644,355
4204 - WATER DISTRIBUTION	7,039,060	3,966,694	56.35	4,405,632
4205 - WASTEWATER TREATMENT	91,986,735	7,064,190	7.68	6,819,455
4206 - UTILITIES MAINTENANCE	3,521,988	3,111,024	88.33	2,385,124
4208 - FACILITIES MAINTENANCE	1,159,015	975,689	84.18	775,888
4209 - CUSTOMER SERVICE	1,874,554	1,399,975	74.68	1,304,365
4210 - WASTEWATER COLLECTION	2,196,325	1,067,059	48.58	1,434,229
9990 - CONTINGENCY	392,903	-	0.00	-
9998 - CONTRIBUTIONS	701,527	701,527	100.00	1,021,219
9999 - TRANSFERS	249,499	125,381	50.25	176,676
TOTAL EXPENDITURES - FUND 401	139,366,214	28,730,982	20.62	25,181,389

- Expenses by department are lower than budget mainly due to the timing of capital projects and professional service expenses included in each departmental budget. Project expenses often cross several years and will not be fully expensed during one fiscal year.

- Contributions are budgeted annually and are based on an allocation of administrative and other shared operating cost of services provided by other departments to the water & sewer fund.



WATER & SEWER FUND CAPITAL PROJECTS

PROJECT DESCRIPTION	2022-23 AMENDED BUDGET	QTR BALANCE 09/30/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT REMAIN
UT ADMIN COMPLEX LAND ACQUISITIONS	408,033	408,033	-	1	0.00
UTILITIES ADMIN BLDG DESIGN	113,760	109,760	-	4,000	3.52
UTILITIES ADMIN BUILDING CONSTRUCTION	16,997,975	2,079,798	13,949,456	968,721	5.70
DOWNTOWN FAIR SHARE AGREEMENT	24,800	24,800	-	-	0.00
VEHICLE # 298 - 2022 CHEVY TRAVERSE	42,200	-	42,199	1	0.00
UTILITY ADMIN BLDG FFE	600,000	-	-	600,000	100.00
NEW VEHICLE - DEPUTY CITY ENGINEER	31,535	-	-	31,535	100.00
WTP #10 PROJECT A WELL SITE	567,570	93,140	124,372	350,058	61.68
WTP#10 SUPPLY WELLS FG1-2	1,279,836	13,104	91,823	1,174,910	91.80
WP#10 DESIGN	2,158,858	-	-	2,158,858	100.00
WATER PLANT #2 PUMP & PIPING REPLACEMENT	141,521	141,520	-	1	0.00
WTP #2 WELLS 3 & 4 MOTORS	100	-	-	100	100.00
WATER PLANT #12 VFD (REPLACE 3 UNITS)	3,225	-	-	3,225	100.00
WATER FLUORIDATION SYSTEM	36,115	27,512	-	8,603	23.82
#279 VEHICLE REPLACEMENT - FORD F250	63,608	-	63,608	-	0.00
WP#2 GENERATOR REPLACEMENT	146,680	-	130,333	16,347	11.14
GROUND STORAGE TANKS SAFETY & REPAIRS	12,500	-	-	12,500	100.00
SHED#1 POLE BARN ENCLOSURE	50,200	-	-	50,200	100.00
WATER MAIN RELOCATION SR44	28,768	-	-	28,768	100.00
AWNING FOR OUTSIDE SUPPLIES	15,300	-	-	15,300	100.00
EDISON WATER MAIN	43,209	43,209	-	(0)	0.00
WOODLAND & MANDARIN WATER MAIN	179,850	12,695	-	167,155	92.94
AMELIA AVE ROUNDABOUT UTILITY RELOCATION	35,725	-	-	35,725	100.00
NEW VALVE FOR 15A	15,050	-	-	15,050	100.00
COUNTRY PURE WATER MAIN EXTENSION	74,350	1,500	-	72,850	97.98
SR44/KEPLER ROUNDABOUT UTIL RELOCATION	1,090,683	950	1,089,733	0	0.00
GRUNDOMAT BORING TOOL	5,900	-	-	5,900	100.00
METER REPLACEMENT	378,900	-	-	378,900	100.00
21-22 WATER METER REPLACEMENTS - EQUIP	480,000	-	-	480,000	100.00
21-22 WATER METER REPLACE- METER BOXES	37,788	-	-	37,788	100.00
3" WHEEL MOUNTED DIAPHRAGM	5,950	-	-	5,950	100.00
F-250 REPLACEMENT FOR 204-5417; 204-94	44,000	40,624	-	3,376	7.67
WATER METER REPLACEMENT	225,000	-	-	225,000	100.00
TRIMBLE GPS DEVICE	15,350	12,676	-	2,674	17.42
PORTABLE MESSAGE BOARD	19,574	18,460	-	1,114	5.69
NASH WRF S. RECLAIM STATION CONST	2,812,167	2,327,651	484,515	1	0.00
NASH WRF ENG, PLANNING & CONSTRUCTION	1,696,387	1,650,527	45,860	0	0.00
DIGESTER UPGRADES AND IMPR	321,781	177,010	-	144,771	44.99
RECLAIM ADELLE AVE LOOP	4,563	-	-	4,563	100.00
US92 RECLAIM STORAGE AND REPUM	278,674	-	-	278,674	100.00
NORTH AMELIA GATE REPLACEMENT	7,131	-	-	7,131	100.00
WMN CAPACITY EXPAN & AWT IMPR CONSTRUCT	83,000,000	19,590	81,861,206	1,119,205	1.35
RECLAIM WATER EXPANSION PHASE 6 DESIGN	200,000	-	-	200,000	100.00
22/23 WWTP FENCING - ADDITIONAL PROPERTY	64,000	-	43,808	20,192	31.55
AUTOCLAVE42	15,627	9,652	-	5,975	38.24
TURBIDITY AND SUSPENDED SOLIDS ANALYZER	9,424	-	-	9,424	100.00
WWTP ADMIN BUILD ROOF A/C REPLACEMENT #1	18,875	-	15,760	3,115	16.50
SLUDGE BUILDING #2 A/C REPLACEMENT	14,796	10,800	-	3,996	27.01
WWTP ADMIN BUILD ROOF A/C REPLACEMENT #2	16,875	-	13,840	3,035	17.99
LAB FIELD ANALYZER	7,965	-	-	7,965	100.00
ALUM CHEMICAL PUMP REPLACEMENT	42,525	35,157	-	7,368	17.33
5HP VACUUM INDUCTION UNIT	14,989	14,989	-	-	0.00
BIOSOLIDS DUMP TRUCK	220,000	-	198,424	21,576	9.81
LATCHET SAMPLE PROCESSING MODULE	19,200	17,516	-	1,684	8.77
WATER PURIFICATION SYSTEM	6,800	-	-	6,800	100.00
INCLINE SCREW CONVEYOR REPLACEMENT PARTS	19,216	17,619	-	1,597	8.31
RECLAIM JOCKEY PUMP REPLACEMENT	31,100	-	-	31,100	100.00
SAMPLER FOR LAB	9,818	9,818	-	-	0.00
A/C WWTP ADMIN BUILDING CONFERENCE ROOM	8,000	8,000	-	-	0.00
FORD TRANSIT T-250 FOR NEW ELECTRICIAN	41,500	38,267	-	3,233	7.79
CDBG 2022 - L/S#54 GENERATOR-492 MATHIS	41,530	41,400	-	130	0.31
L/S #6 REPLACEMENT & PANEL BOX	71,650	71,647	-	3	0.00
L/S #7 REPLACEMENT & PANEL BOX	79,755	79,728	-	27	0.03
L/S #8 REPLACEMENT & PANEL BOX	73,863	73,861	-	2	0.00
L/S #10 REPLACEMENT & PANEL BOX	86,967	86,960	-	7	0.01

L/S #65 REPLACEMENT & PANEL BOX	70,933	70,925	-	8	0.01
6" DRI-PRIME DIESEL PUMP	65,250	-	63,963	1,287	1.97
COMMERCIAL RIDING MOWER & MOWING DECK	9,900	9,878	-	22	0.22
100KW TRAILER MOUNTED GENERATOR	106,615	106,566	-	49	0.05
L/S #26 GENERATOR & TRANSFER SWITCH	53,350	52,864	-	486	0.91
GROUND PENETRATION RADAR CART LOCATER (2	33,760	33,536	-	224	0.66
#269 F250 PICK UP WITH UTILITY BED	63,608	-	63,608	-	0.00
DATA FLOW HIGH SPEED RADIO UPGRADES	175,580	175,563	-	17	0.01
BACKUP GENERATOR L/S #141	41,305	41,304	-	1	0.00
LS #79 REHABILTATION PROJECT	143,192	6,092	137,100	-	0.00
ENCLOSE EXISTING POLE BARN	11,020	-	-	11,020	100.00
GENIE 3- SINGLE MAN LIFT FOR GENIE AWP30	8,327	7,589	-	738	8.86
CATERPILLAR 2CC40004 TIRE LIFT TRUCK	35,979	35,979	-	-	0.00
FORD TRANSIT T-350 CARGO VAN	59,801	59,801	-	-	0.00
NEW TZ50 TOW BEHIND	73,862	-	-	73,862	100.00
CITY HALL BILLING DEPT REMODEL	24,000	2,980	-	21,020	87.58
NEPTUNE AMI PILOT	300,000	-	-	300,000	100.00
SPRING HILL SANITARY SEWER PH3	124,048	-	-	124,048	100.00
UTILITY RELOCATION ORANGE CAMP	6,275	-	-	6,275	100.00
MANHOLE REHAB (35-50)	15,245	-	-	15,245	100.00
SEWER LINE REHABILITATION	174,944	173,671	-	1,273	0.73
MANHOLE REHABILITATION	60,000	57,005	-	2,995	4.99
EAST REGIONAL FORCE MAIN PART B DESIGN	400,000	-	-	400,000	100.00
DOWNTOWN LIFT STATION & FM DESIGN	230,000	-	-	230,000	100.00
NEW YORK AVE FORCE MAIN RELOCATION	16,000	16,000	-	-	0.00
MANHOLE REPAIR AT BRANDYWINE SUBDIVISION	153,545	-	153,545	-	0.00
CONCRETE MIXER	4,193	-	-	4,193	100.00
#275 VEHICLE REHABILITATION TRUCK	165,000	125,737	-	39,263	23.80
TANDEM AXLE HD EQUIPMENT TRAILER	7,300	6,377	-	923	12.64
NEW PICKUP TRUCK W/UTILITY BED	60,000	-	49,189	10,811	18.02
	117,302,123	8,699,839	98,622,341	9,979,943	8.51

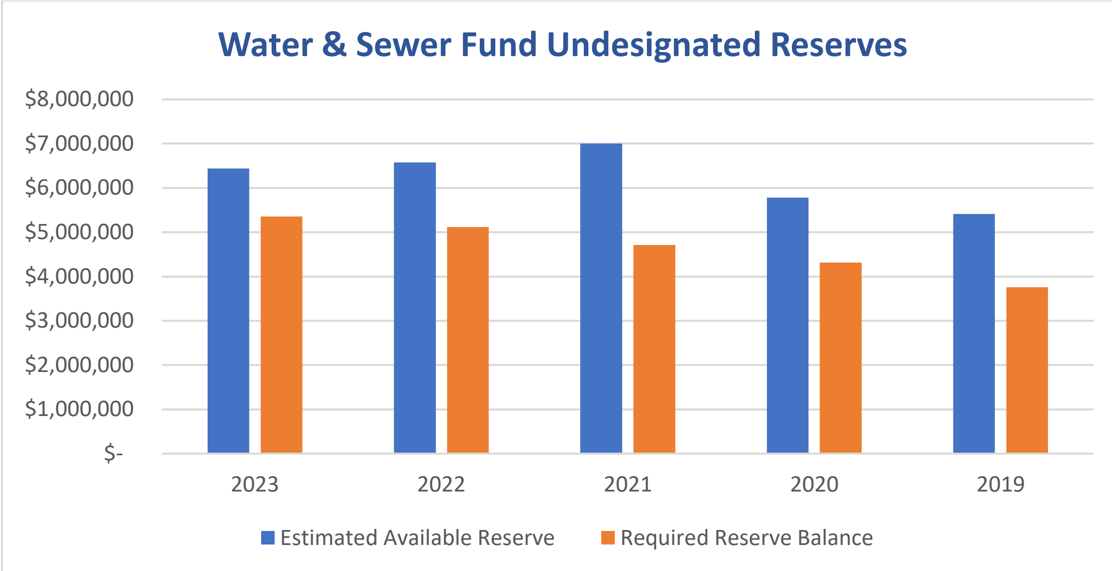
WATER & SEWER FUND RESERVE ANALYSIS

According to city policy, the city will manage its fiscal resources to ensure funding for city operations is not disrupted. A reserve equivalent to three month's operating needs shall be maintained in the Water & Sewer Fund. The funds available for this reserve are estimated to be $7,085,247 which represents a reserve balance of $1,385,973 above the three-month required Undesignated Reserve of $5,699,274 at September 30, 2023.

Water & Sewer Fund

Fiscal Year 2023 Undesignated Reserve Analysis

	1st QTR	2nd QTR	3rd QTR	4th QTR
Estimated Available Reserve Funds	$ 6,441,151	$ 6,441,151	$ 6,441,151	$ 7,085,247
Required 3 Month Undesignated Reserve	5,304,320	5,304,320	5,306,343	5,699,274
Surplus/Deficit	$ 1,136,831	$ 1,136,831	$ 1,134,808	$ 1,385,973



WATER TRUST FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

The Water & Wastewater Trust Fund was separated into two funds in FY 2023 in order to segregate water connection revenues and expenses from wastewater connection revenues and expenses. Water Trust Fund revenues realized are $2,507,471 or 157% of budget as of September 30, 2023.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Water Trust Fund expenditures are $1,275,320 or 17% of budget as of September 30, 2023. Operating expenses include investment fees of $113 while all other budgeted expenses in this fund are for capital outlay which is detailed in the capital project section below.

WATER TRUST FUND CAPITAL PROJECTS

PROJECT DESCRIPTION	2022-23 AMENDED BUDGET	QTR BALANCE 09/30/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE
NORTHFIELD WELLFIELD ACQUISTION	-	1,913	-	(1,913)
2024 WATER MAIN IMPROVEMENTS	350,000	142,628	66,239	141,133
DOWNTOWN WATER IMPROVEMENTS DESIGN	79,925	-	-	79,925
BLUE SPRING WATER MAIN EXTENSION	450,000	-	399,540	50,460
2020 WATER MAIN IMPROVEMENT	39,981	-	-	39,981
2021 WATER MAIN IMPROVEMENTS	487,333	4,553	-	482,780
NORTHFIELD WELLFIELD ACQUISTION	998,100	-	14,588	983,513
2022 WATER MAIN IMPROVEMENTS	2,527,717	85,818	2,364,358	77,541
2022 DELEON SPRINGS WATER MAIN IMPROV	1,549,313	1,040,296	-	509,017
	6,482,369	1,275,207	2,844,725	2,362,437

WASTEWATER TRUST FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

The Water & Wastewater Trust Fund was separated into two funds in FY 2023 in order to segregate water connection revenues and expenses from wastewater connection revenues and expenses. Wastewater Trust Fund revenues realized are $3,014,116 or 74% of budget as of September 30, 2023.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Water Trust Fund expenditures are $287,013 or 6% of budget as of September 30, 2023. Operating expenses include investment fees of $216 while all other budgeted expenses in this fund are for capital outlay which is detailed in the capital project section below.

WASTEWATER TRUST FUND CAPITAL PROJECTS

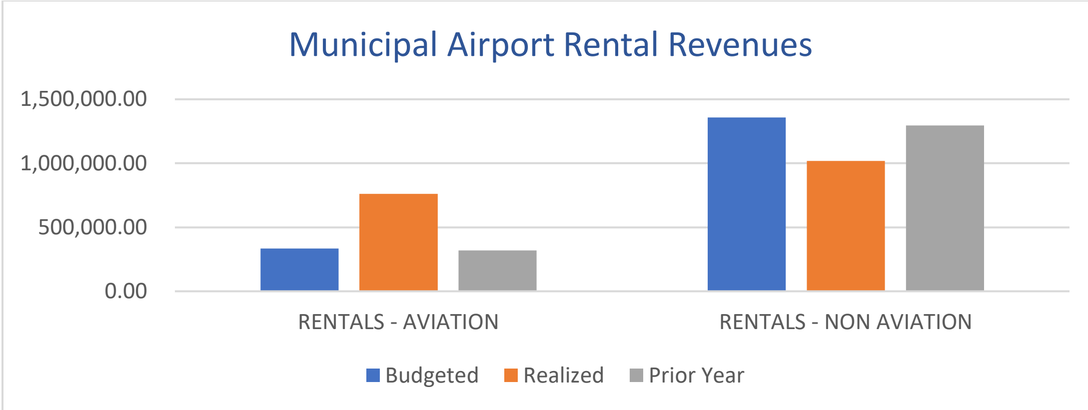
PROJECT DESCRIPTION	2022-23 AMENDED BUDGET	QTR BALANCE 09/30/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT REMAIN
RECLAIM EXP PHASE 4 - DESIGN	54,166	-	-	54,166	100.00
SPRING HILL SANITARY SEWER PH	61,657	7,950	-	53,707	87.11
ALABAMA/AMELIA RECLAIM EXT	84,016	9,094	-	74,922	89.18
RECLAIM WATER EXP 4A & ADELLE	381,069	50,211	-	330,858	86.82
RECLAIM WATER EXPANSION PHASE #5 DESIGN	123,136	67,038	53,588	2,510	2.04
EAST REGIONAL FORCE MAIN SEWER DESIGN	171,594	142,519	29,074	1	0.00
SPRING HILL PHASE #4 SEWER DESIGN	200,000	-	-	200,000	100.00
RECLAIM WATER EXPANSION CONST PHASE 5	3,488,546	9,986	2,478,258	1,000,302	28.67
	4,564,184	286,797	2,560,921	1,716,467	37.61

MUNICIPAL AIRPORT FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Municipal Airport Fund revenues realized as of September 30, 2023 are $5,507,212 or 62% of total revenues budgeted this fiscal year. Revenues by category are charges for services 0%, miscellaneous revenues 132%, interest revenues 2,125%, rental income 85%, transfers from other funds 0%, and capital grant revenue 36%.

REVENUES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 430 - AIRPORT FUND				
CHARGES FOR SERVICES	-	-	0.00	55,566
MISCELLANEOUS REVENUES	5,000	6,625	132.49	2,119
INTEREST REVENUES	6,110	1,474,014	2,124.62	1,475,818
RENTAL INCOME	1,692,039	1,434,394	84.77	1,291,693
TRANSFERS FROM OTHER FUNDS	-	-	0.00	42,677
CAPITAL GRANTS	7,194,357	2,592,179	36.03	814,286
	8,897,506	5,507,212	61.90	3,682,158
USE OF RESERVES	1,697,699	-		-
TOTAL REVENUES	10,595,205	5,507,212	51.98	3,682,158



- Miscellaneous revenues include unrealized gains and losses on investments which fluctuate with market values.

- Federal and State grant revenues are 36% realized due to the timing of grant funded revenues collected throughout the year. All airport grant revenues are collected after expenses are incurred and eligible for reimbursement.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Municipal Airport Fund expenditures are $5,229,390 or 49% of budget for fiscal year ending September 30, 2023. Expenditures by category are personnel 96%, operating expenses 69%, transfers to other funds 42%, capital outlay 44%, and services provided by general government 100%.

EXPENDITURES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 430 - AIRPORT FUND				
PERSONNEL	526,349	506,660	96.26	530,579
OPERATING	577,237	400,847	69.44	593,984
TRANSFERS TO OTHER FUNDS	302,297	127,277	42.10	85,062
CAPITAL OUTLAY	8,904,986	3,910,270	43.91	1,141,309
SERVICES PROVIDED BY GEN GOVT	284,336	284,336	100.00	256,274
TOTAL EXPENDITURES	10,595,205	5,229,390	49.36	2,607,207

- Operating expenses are at 69% of budget mainly due to professional services and building maintenance which are significantly under budget at the end of the fourth quarter.

- Budgeted transfers to other funds include transfers to the general fund for repayment of debt ($267,839), transfers to the debt service fund for copier lease ($3,060) and transfers to the capital project fund for shared project cost of IT projects ($31,398). Transfers occur when expenses are incurred and will not always follow normal benchmarks for any given period.

- Capital Outlay is at 44% of budget due to timing of capital projects which occur over multiple budget years and will not follow normal benchmarks for any given period.

MUNICIPAL AIRPORT FUND CAPITAL PROJECTS

PROJECT DESCRIPTION	2022-23 AMENDED BUDGET	QTR BALANCE 09/30/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT REMAIN
T-HANGARS & ELEC GATE	3,603,276	2,252,919	1,331,118	19,239	0.53
EAST HANGAR COMPLEX - PHASE 1B	250,000	-	-	250,000	100.00
NW INDUSTRIAL BUS PK ACCESS RD	1,001,516	980,936	20,578	2	0.00
REPLACEMENT OF ELECTRICAL HOMERUNS	714,389	568,134	-	146,255	20.47
TAXIWAY A REHAB	39,692	39,692	-	-	0.00
AIRFIELD MARKINGS & TAXIWAY E LIGHT/SIGN	261,832	-	24,434	237,398	90.67
FAA/FDOT - WEST APRON CONSTRUCTION	2,515,212	-	-	2,515,212	100.00
CONSTRUCT MID SECTION TAXIWAY A	298,000	-	300,000	(2,000)	(0.67)
NEW DIRECTIONAL SIGNS	35,000	-	-	35,000	100.00
DELAND NAVAL AIR STATION POND	20,000	-	-	20,000	100.00
FDOT - WEST APRON REHAB CONST	94,819	-	-	94,819	100.00
FOREMAN TRUCK	38,207	38,207	-	-	0.00
16' ENCLOSED TRAILER	6,800	6,750	-	50	0.74
ZEROTURN MOWER	18,248	15,638	-	2,610	14.30
RUNWAY BLOWER WITH AIR DEFLECTOR	7,995	7,995	-	-	0.00
	8,904,986	3,910,270	1,676,131	3,318,585	37.27

REFUSE COLLECTION FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Refuse Collection Fund revenues realized on September 30, 2023 are $5,204,928 or 101% of budgeted revenues for the fiscal year. Solicitations for a new contract were received and a contract was negotiated with GFL Corporation for FY 2023. New garbage rates were implemented on 10/01/22 per the new contract provisions. A CIP rate increase of 3.9% is expected for FY 2024.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Refuse Collection Fund expenditures are $5,137,871 or 100% of budgeted funds for the fiscal year. Operating expenses are paid when invoices are received during the year and the timing of payments does not always correlate to quarterly benchmarks until fiscal year end.

STORMWATER FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Stormwater Fund revenues are $2,372,269 or 101% of budgeted revenues for the fiscal year ending September 30, 2023. An annual stormwater fee is billed each year for property within the City limits to owners of property that is leased or developed parcels that do not have separate water/sewer accounts. Stormwater fees are typically billed at the end of the calendar year. A rate study was performed during FY 2020 to determine the necessary rate adjustment needed over the next five years to fund future capital projects. Beginning in FY 2022, stormwater rates will increase 4% annually through fiscal year 2026. A new rate study will be needed in FY 2024.

REVENUES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 450 - STORMWATER FUND				
CHARGES FOR SERVICES	2,092,387	2,247,510	107.41	2,089,534
MISCELLANEOUS REVENUES	2,500	64,224	2,568.96	(121,234)
INTEREST REVENUES	45,399	60,536	133.34	12,178
CAPITAL GRANTS	200,000	-	0.00	-
	2,340,286	2,372,269	101.37	1,980,477
USE OF RESERVES	1,350,218	-		-
TOTAL REVENUES	3,690,504	2,372,269	64.28	1,980,477

- Miscellaneous revenue is 2569% of budget mainly due to unrealized gains on investments, the sale of surplus property, and 401(1) forfeitures this quarter. Investments are recorded at fair value which fluctuates with current market conditions. 401(a) forfeitures were used to offset retirement expenses this fiscal year.

- Capital Grants includes 50% FDOT funding for the Fire Station Pump Design which has not been realized by the end of the fourth quarter.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Stormwater Fund expenditures are $1,788,934 or 48% of total budgeted funds for the year. Expenses by category are personnel 83%, operating 66%, transfers to other funds 57%, capital outlay 19%, and services provided by general government 100%.

EXPENDITURES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 450 - STORMWATER FUND				
PERSONNEL	1,030,762	858,108	83.25	719,713
OPERATING	371,552	243,673	65.58	249,699
TRANSFERS TO OTHER FUNDS	33,184	18,829	56.74	13,502
CAPITAL OUTLAY	1,958,842	372,160	19.00	1,403,921
SERVICES PROVIDED BY GEN GOVT	296,164	296,164	100.00	265,117
TOTAL EXPENDITURES	3,690,504	1,788,934	48.47	2,651,952

- Operating expenses are 66% of budget mainly due to contractual services, rentals & leases, and operating capital which are significantly below budget this quarter.

- Budgeted transfers include $31,288 of shared costs in the Capital Fund and $1,896 for the copier lease in the Debt Service fund which will not always follow benchmarks for any given quarter.

- Services Provided by General Government represent shared administrative costs in the General Fund and Water & Sewer Fund.

STORMWATER FUND CAPITAL PROJECTS

PROJECT DESCRIPTION	2022-23 AMENDED BUDGET	QTR BALANCE 09/30/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT REMAIN
NEW POLE BARN FOR SW DEPT	53,223	-	-	53,223	100.00
REPLACE K-MART PUMP STATION	307,944	-	-	307,944	100.00
CITY HALL DRAINAGE PIPE 24"	111,090	-	-	111,090	100.00
NEW HAMPSHIRE AVE POND ADDITION	35,413	-	-	35,413	100.00
BOSTON/RICH AVE DRAINAGE IMPRO	65,019	15,703	3,892	45,424	69.86
WATERFORD LAKES SW PIPE LINING	13,813	-	-	13,813	100.00
980 PENNSYLVANIA AVE DRAINAGE	61,223	49,544	-	11,679	19.08
HUBBARD AVE & HIGH ST DRAINAGE	82,000	303	-	81,697	99.63
MISC SW IMPROVEMENTS (NEIGHBORHOODS)	14,840	14,840	-	-	0.00
MISC CITY WIDE PIPE LINING REPLACEMENT	186,000	152,616	-	33,384	17.95
HUBBARD AVE & HIGH ST DRAINAGE IMPROV	250,000	-	172,183	77,817	31.13
BOSTON AVE & RICH AVE DRAINAGE IMPROV	107,000	-	-	107,000	100.00
MISC SW IMPROVEMENTS (NEIGHBORHOOD)	96,700	38,456	-	58,244	60.23
JACOBS ROAD DRAINAGE IMPROVEMENTS	28,300	285	76,695	-	0.00
FIRE STATION PUMP STATION DESIGN	400,000	-	-	400,000	100.00
FENCING 410 S HILL AVE	19,395	19,395	-	0	0.00
REPLACE 450163A - FORD F150 CREW CAB	45,836	-	45,836	-	0.00
REPLACE 450M104-SLOPE MOWER	56,991	56,964	-	27	0.05
REPLACE 450INM522 MOWER	12,285	12,284	-	1	0.01
96" 3-PT FLAIL MOWER	11,770	11,769	-	1	0.01
	1,958,842	372,160	298,606	1,336,756	68.24

PERMITS & INSPECTIONS FUND

REVENUES DISCUSSION REGARDING BUDGET VARIATIONS

Permits & Inspections Fund revenue as of September 30, 2023 is $3,640,981 or 171% of revenues budgeted this fiscal year. Revenues by category are permits, fees & special assessments 156%, charges for services 243%, miscellaneous revenues 1,310%, and interest revenue 697%.

REVENUES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 480 - PERMITS & INSPECTIONS FUND				
PERMITS. FEES, & SPECIAL ASSESSMENTS	1,868,854	2,910,959	155.76	2,486,633
CHARGES FOR SERVICES	245,000	594,843	242.79	390,828
MISCELLANEOUS REVENUES	5,000	65,476	1,309.52	(192,221)
INTEREST REVENUES	10,000	69,703	697.03	16,368
	2,128,854	3,340,981	171.03	2,701,608
USE OF RESERVES	1,686,168	-		-
TOTAL REVENUES	3,815,022	3,640,981	95.44	2,701,608

- Charges for services are higher than budget mainly due to plan reviews which are significantly over budget at the end of the fourth quarter.
- Miscellaneous revenues are 1310% realized at the end of the fourth quarter mainly due to unrealized gains on investments and 401(a) forfeitures. Investments are recorded at market value and fluctuate with changes in market conditions. 401(a) forfeitures are used to offset retirement expenses for the year.

EXPENDITURES DISCUSSION REGARDING BUDGET VARIATIONS

Permits & Inspections Fund expenditures are $3,024,899 or 79% of budgeted funds at the end of the fourth quarter. Expenditures by category as a percentage of appropriated funds are personnel 89%, operating expenses 74%, transfers to other funds 32%, capital outlay 28%, and services provided by general government 96%.

EXPENDITURES BY CATEGORY	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	% BDGT USED	YTD QTR BALANCE 09/30/2022
Fund 480 - PERMITS & INSPECTIONS FUND				
PERSONNEL	1,866,539	1,657,037	88.78	1,589,846
OPERATING	854,677	630,041	73.72	299,050
TRANSFERS TO OTHER FUNDS	71,066	22,850	32.15	53,777
CAPITAL OUTLAY	393,579	110,609	28.10	121,440
SERVICES PROVIDED BY GEN GOVT	629,161	604,362	96.06	602,362
TOTAL EXPENDITURES	3,815,022	3,024,899	79.29	2,666,475

- Operating expenses were 74% of budgeted funds mainly due to professional service expenses which were only 21% by the end of the fourth quarter.

- Budgeted transfers to other funds include $67,010 for shared costs of capital expenses in the Capital Fund and $4,056 for copier lease payments in the Debt Service Fund.

- Capital Outlay is at 28% of budget due to timing of capital projects which occur over multiple budget years and will not follow normal benchmarks for any given period.

- Services Provided by General Government represent shared administrative costs and support services in the General Fund.

PERMITS & INSPECTIONS FUND CAPITAL PROJECTS

PROJECT DESCRIPTION	2022-23 AMENDED BUDGET	QTR BALANCE 09/30/2023	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT REMAIN
P&I OFFICE RENOVATIONS	87,076	20	78,145	8,911	10.23
ACCELA CIVIC PLATFORM ENHANCEMENTS	165,981	25,068	19,820	121,094	72.96
AGENCY COUNTER	55,000	-	-	55,000	100.00
NEW BUILDING INSPECTOR TRUCK 1 OF 2	42,761	42,761	-	-	0.00
NEW BUILDING INSPECTOR TRUCK 2 OF 2	42,761	42,761	-	-	0.00
	393,579	110,609	97,965	185,005	47.01

HEALTH INSURANCE COST CONTAINMENT FUND

The Health Insurance Cost Containment Fund (HICC) was created to account for the operation of a health center in an attempt to defray the rising costs of health insurance. The center provides free health care to all employees and dependents who are currently insured through the City's health plan. The HICC Fund results in reduced costs compared to regular health provider services and benefits employees by minimizing the annual increase in health insurance.

Total revenue as of September 30, 2023 is $576,857 of 101% of budgeted revenues. The majority of revenue reflected in this fund represents transfers made from all other funds and totals $569,304 or 100% of budget at the end of the fourth quarter.

Expended funds are $545,973 or 96% of budget at the end of the fourth quarter. Expenditures by category as a percentage of appropriated funds are operating expenses 95% and services provided by general government 100%. Estimated fund balance for the end of FY 2023 will be $179,800.

WORKERS' COMPENSATION SELF-INSURANCE FUND

Worker's Comp Revenue as of September 30, 2023 totals $1,030,751 or 115% of budgeted revenues. Premium revenues reflected in the Workers' Compensation Self-Insurance Fund represent transfers made from all other funds and totals $852,740 or 100% at the end of the fourth quarter. Interest income is $78,740 and Miscellaneous revenue is $99,271 at the end of the fourth quarter.

Expended funds are $862,524 or 97% of budget at the end of the fourth quarter. Expenditures by category as a percentage of appropriated funds are operating 96% and services provided by general government 100%.

During the quarter ending September 30, 2023, the City received an updated actuarial report which decreased the necessary reserve amount for FY 2023 to $1,572,000 to maintain a confidence level of 90% with a $100,000 deductible, as determined by the City's actuary, Cornerstone Actuarial Solutions. As of September 30, 2023, the fund had a recorded liability in the amount of $1,342,621 for claims incurred but not reported, and a liability for reported losses of $229,379.

CASH MANAGEMENT

The primary objectives of the City's investment activities are defined in the Investment Policy adopted by the City Commission. Those objectives are safety of principal, diversification to avoid incurring unreasonable risks and maintaining a portfolio sufficiently liquid to enable the City to meet all operating requirements, which may be reasonably anticipated.

The City's cash balance is $82,869,590 which is 70% of the total cash and investment portfolio. The investments held by the City as of this reporting period have a par value of $39,515,000, a book value of $39,508,862 and a fair value of $36,134,150. The blended rate of return at the end of this reporting period was .84% with a weighted average maturity for the portfolio of 2.03. The Investment Policy sets a performance measurement for the City's portfolio with the objective of exceeding the average return on three-month US Treasury Bills or the average rate on federal funds, whichever is higher. The average three-month Treasury bill rate was 5.32% and the average rate on federal funds was 5.33%.

The City's investment portfolio is managed by Morgan Stanley. The primary liquid investments of the City are the Wells Fargo pooled cash account, money market account at United Community Bank, and a money market account at US Bank.

Governmental Accounting Standards Board (GASB) Statement No. 31 Accounting and Financial Reporting for Certain Investments and for External Investment Pools establish the accounting and financial reporting standards for governmental investments. Investments should be reported at fair value in the balance sheet and changes in the fair value of investments should be reported in the operating statement. As of September 30, 2023, the City has an unrealized loss of ($3,374,712). An unrealized loss is defined as the decrease in fair value of investments under the book value. The investment policy requires investments be structured within portfolio percentage limitations. Below are those limitations, along with comparisons of investments held in the City's portfolio at September 30, 2023:

	Policy Limitations	Investment Percentages	Market Value of Investments
Us Treasuries & Agencies	70 - 80%	0%	-
Step Up / Callable Notes & Bonds	60 - 70%	30%	36,134,150
Single Index Variable Rate	20 - 30%	0%	
Banker's Acceptances	15 - 25%	0%	-
Commercial Paper	15 - 25%	0%	-
CD's, CDARS and Other Time Deposits	60 - 70%	70%	82,869,590
Mutual Funds	20 - 30%	0%	-
Local Government Surplus Fund (SBA)	65 - 75%	0%	-
		100%	**$ 119,003,740**

A list of the City 's investment portfolio as of September 30, 2023 is included in this report.

CONCLUSION

The attached Financial Report is a presentation of the City's financial position and results of operation through September 30, 2023. Revenues for all funds are within an acceptable range for this reporting period except for those where concern was specifically expressed in this report. Expenditures for all funds are in line with what we would anticipate for this reporting period except for those where concern was specifically expressed in this report.

Please contact Daniel Stauffer, Finance Director, at 386-626-7079 or staufferd@deland.org should you have any questions or comments regarding this memorandum or the enclosed financial report.

Cash & Investments Portfolio Summary
September 2023

Investment	Type	Callable Date		Maturity Date	Current Yield to Maturity	Par Value/ Face Value	Book Value	Fair Value	Market Adjustment	Settlement Date
General Investments:										
Pooled Interest Bearing Checking Account				Next Day	4.65%	76,226,634	76,226,634	76,226,634	-	N/A
Money Market - United Community Bank				Next Day	4.34%	5,763,683	5,763,683	5,763,683	-	N/A
Money Market - US Bank				Next Day	4.34%	879,273	879,273	879,273	-	N/A
Total General Investments						**82,869,590**	**82,869,590**	**82,869,590**	**-**	
Short Term Operating Investments:										
FHLMC	Call	02/24/24	3134GYJ78	02/24/25	5.294%	500,000.00	500,425.00	495,845.00	(4,580.00)	02/24/23
FNMA	Call	11/25/23	3135GA4V0	11/25/25	0.690%	2,000,000.00	2,000,000.00	1,812,040.00	(187,960.00)	11/25/20
FNMA	Call	01/30/24	3136G4ZP1	07/30/25	0.707%	2,000,000.00	2,000,000.00	1,838,260.00	(161,740.00)	07/30/20
FNMA	Call	02/27/24	3136G4S87	08/27/25	0.709%	2,000,000.00	2,000,000.00	1,833,380.00	(166,620.00)	08/27/20
FFCB	Call	03/02/24	3133EMSK9	03/02/26	0.932%	2,000,000.00	1,999,500.00	1,802,120.00	(197,380.00)	03/02/21
FFCB	Call	02/10/24	3133EMZ70	02/10/25	0.514%	2,000,000.00	1,998,000.00	1,867,720.00	(130,280.00)	08/10/21
FFCB	Call	02/04/24	3133EMPU0	02/04/26	0.558%	2,000,000.00	2,000,000.00	1,792,260.00	(207,740.00)	02/04/21
FFCB	Call	02/25/24	3133EL4W1	08/25/25	0.666%	2,000,000.00	1,999,500.00	1,832,320.00	(167,180.00)	08/25/20
FFCB	Call	02/04/24	3133EL2S2	08/04/25	0.729%	2,000,000.00	2,000,000.00	1,838,320.00	(161,680.00)	08/04/20
FFCB	Call	02/04/24	3133EL2U7	08/04/25	0.740%	2,000,000.00	2,000,000.00	1,838,680.00	(161,320.00)	08/04/20
FFCB	Call	11/17/23	3133ENDV9	11/17/25	1.126%	500,000.00	498,000.00	457,475.00	(40,525.00)	11/17/21
FHLB	Call	10/29/23	3130ALZA5	04/29/26	0.810%	2,000,000.00	2,000,000.00	1,851,640.00	(148,360.00)	04/29/21
FHLB	Call	03/24/24	3130AKA55	09/24/25	0.570%	2,000,000.00	2,000,000.00	1,823,580.00	(176,420.00)	09/24/20
FHLB	Call	10/29/23	3130AKC95	10/29/25	0.605%	2,000,000.00	2,000,000.00	1,816,880.00	(183,120.00)	10/29/20
FNMA	Call	03/28/24	3130AP4L6	03/28/25	0.645%	2,000,000.00	1,998,000.00	1,861,280.00	(136,720.00)	09/28/21
FHLB	Call	12/30/23	3130AMX49	12/30/24	0.638%	2,000,000.00	2,000,000.00	1,882,220.00	(117,780.00)	06/30/21
FHLB	Call	03/27/24	3130ANRU6	09/17/26	1.148%	1,000,000.00	1,000,000.00	888,530.00	(111,470.00)	09/17/21
FNMA	Call	10/27/23	3136G45P4	10/27/25	0.605%	2,000,000.00	2,000,000.00	1,817,300.00	(182,700.00)	10/27/20
Total Short Term Operating Investments					0.774%	**32,000,000.00**	**31,993,425.00**	**29,349,850.00**	**(2,643,575.00)**	
Long Term Operating Reserve Investments:										
FHLMC	Call	02/24/24	3134GYJ78	02/24/25	5.294%	515,000.00	515,437.75	510,720.35	(4,717.40)	02/24/23
FNMA	Call	12/30/23	3136G4XV0	06/30/25	0.791%	1,000,000.00	1,000,000.00	923,360.00	(76,640.00)	06/30/20
FFCB	Call	02/25/24	3133EL4W1	08/25/25	0.666%	2,000,000.00	2,000,000.00	1,832,320.00	(167,680.00)	08/25/20
FFCB	Call	03/11/24	3133EL7D0	09/11/26	0.839%	2,000,000.00	2,000,000.00	1,763,080.00	(236,920.00)	09/11/20
FHLB	Call	10/19/23	3130AKC46	10/19/26	0.821%	2,000,000.00	2,000,000.00	1,754,820.00	(245,180.00)	10/19/20
Total Long Term Operating Reserve Investments					1.116%	**7,515,000.00**	**7,515,437.75**	**6,784,300.35**	**(731,137.40)**	
			Total Investments including cash & paper			**122,384,589.78**	**122,378,452.53**	**119,003,740.13**	**(3,374,712.40)**	
			Total L/T & S/T Investments Only			**39,515,000.00**	**39,508,862.75**	**36,134,150.35**	**(3,374,712.40)**	
			Total Value - Morgan Stanley Assets					**37,064,997.22**		

Average Call/Maturity:	0.31
Blended Investment Portfolio Rate of Return	0.84%
3 Mnth T Bill	5.32%
Fed Funds	5.33%

Required Supplementary Information
City of DeLand, Florida
General Fund
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY-2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
REVENUES					
AD VALOREM	15,573,192	15,573,192	15,815,338	(242,146)	14,642,354
OTHER TAXES	804,645	804,645	1,160,925	(356,280)	973,475
PUBLIC SERVICE TAXES	5,854,208	5,854,208	6,593,207	(738,999)	5,863,339
PERMITS. FEES, & SPECIAL ASSESSMENTS	299,220	299,220	289,794	9,426	282,741
FRANCHISE TAXES	3,535,369	3,786,050	4,146,761	(360,711)	3,807,093
OPERATING GRANTS	65,000	1,165,000	182,656	982,344	3,559,820
INTERGOVERNMENTAL REVENUE	4,747,965	4,747,965	5,070,343	(322,378)	4,882,440
CHARGES FOR GOVT SERVICES	2,659,135	2,659,135	2,884,958	(225,823)	2,689,349
CHARGES FOR SERVICES	859,810	894,810	1,001,267	(106,457)	1,804,206
FINES & FORFEITS	99,000	99,000	149,851	(50,851)	124,066
MISCELLANEOUS REVENUES	280,287	301,129	1,138,010	(836,881)	(94,982)
INTEREST REVENUES	60,000	195,000	1,064,764	(869,764)	258
RENTAL INCOME	224,186	224,186	226,565	(2,379)	266,743
USE OF RESERVES	2,652,337	11,625,992	-	11,625,992	-
DEBT PROCEEDS	686,450	686,450	-	686,450	-
CHARGES FOR GOVT SERVICES	1,766,093	1,991,393	1,966,594	24,799	2,225,177
TRANSFERS FROM OTHER FUNDS	864,969	678,839	518,243	160,596	507,031
TOTAL REVENUES	41,031,866	51,586,214	42,209,277	9,376,937	41,533,109
EXPENDITURES					
PERSONNEL	70,124	70,524	70,453	71	70,296
OPERATING	81,188	79,595	40,168	39,427	34,203
0100 - CITY COMMISSION	151,312	150,119	110,621	39,498	104,499
PERSONNEL	342,666	342,666	334,539	8,127	329,111
OPERATING	20,164	20,164	12,276	7,888	11,859
0101 - CITY MANAGER	362,830	362,830	346,815	16,015	340,970
PERSONNEL	335,692	353,192	346,409	6,783	324,284
OPERATING	58,154	61,204	42,358	18,846	71,406
0102 - CITY CLERK	393,846	414,396	388,768	25,628	395,690
PERSONNEL	868,553	870,701	861,629	9,072	836,857
OPERATING	188,235	188,235	97,946	90,289	97,768
0103 - FINANCE	1,056,788	1,058,936	959,574	99,362	934,624
PERSONNEL	85,897	85,897	84,145	1,753	81,120
OPERATING	423,555	423,555	377,567	45,988	368,856
0104 - LEGAL	509,452	509,452	461,711	47,741	449,976
PERSONNEL	658,084	858,694	842,769	15,925	650,846
OPERATING	849,957	2,341,247	2,201,630	131,230	799,899
0106 - ADMINISTRATIVE SERVICES	1,508,041	3,199,941	3,044,399	147,155	1,450,745
PERSONNEL	761,248	811,248	719,872	91,375	653,563
OPERATING	1,268,013	1,440,312	1,130,371	292,112	1,631,558
0110 - INFORMATION TECHNOLOGY	2,029,261	2,251,560	1,850,243	383,488	2,285,121
PERSONNEL	465,775	471,275	467,565	3,710	460,347
OPERATING	130,745	125,245	102,875	22,370	89,191
0115 - HUMAN RESOURCES	596,520	596,520	570,440	26,080	549,537
PERSONNEL	292,729	292,729	287,460	5,269	282,627
OPERATING	106,310	117,785	69,940	47,845	67,899
GRANTS & AID	-	95,000	8,000	87,000	5,000
1117 - COMMUNITY DEVELOPMENT	399,039	505,514	365,400	140,113	355,525
PERSONNEL	707,333	766,691	755,179	11,512	556,657
OPERATING	118,870	118,870	41,163	66,378	60,298

Required Supplementary Information
City of DeLand, Florida
General Fund
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY-2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
1118 - PLANNING	826,203	885,561	796,343	77,890	616,955
PERSONNEL	77,607	77,607	66,744	10,863	67,424
OPERATING	54,996	54,996	8,893	46,103	13,885
1119 - LICENCES & ENFORCEMENT	132,603	132,603	75,637	56,966	81,308
PERSONNEL	7,028,941	7,108,941	7,078,255	30,686	6,695,214
OPERATING	748,439	889,722	801,778	51,068	720,375
1222 - FIRE	7,777,380	7,998,663	7,880,033	81,754	7,415,589
PERSONNEL	316,251	402,163	370,341	31,822	-
OPERATING	39,715	45,215	27,529	17,686	-
1223 - FIRE PREVENTION	355,966	447,378	397,869	49,509	-
PERSONNEL	9,866,065	9,889,188	9,780,884	108,304	9,292,173
OPERATING	1,559,187	1,925,392	1,666,748	224,309	1,205,187
1226 - POLICE	11,425,252	11,814,580	11,447,633	332,613	10,497,360
PERSONNEL	61,899	61,899	51,775	10,124	59,039
OPERATING	20,595	20,595	17,378	3,217	10,963
1228 - PARKING SERVICES	82,494	82,494	69,154	13,341	70,002
PERSONNEL	371,054	371,054	362,294	8,760	304,659
OPERATING	101,754	116,754	77,652	33,202	60,469
1301 - PUBLIC WORKS ADMIN	472,808	487,808	439,946	41,962	365,128
PERSONNEL	810,833	808,833	656,953	151,880	635,253
OPERATING	936,974	939,705	804,887	134,818	824,456
1302 - STREETS	1,747,807	1,748,538	1,461,840	286,698	1,459,709
PERSONNEL	442,759	442,759	333,318	109,440	359,656
OPERATING	160,096	160,096	100,112	59,984	101,912
1303 - TREES	602,855	602,855	433,430	169,424	461,569
PERSONNEL	719,165	719,165	568,011	151,154	579,819
OPERATING	189,935	240,135	160,992	79,143	117,896
1304 - URBAN BEAUTIFICATION	909,100	959,300	729,003	230,297	697,715
PERSONNEL	497,192	487,192	357,226	129,966	483,633
OPERATING	69,260	67,291	54,430	12,861	49,642
1306 - VEHICLE MAINTENANCE	566,452	554,483	411,656	142,827	533,275
PERSONNEL	323,872	323,872	294,051	29,822	316,699
OPERATING	26,465	77,789	65,011	6,189	24,083
1401 - PARKS & REC ADMIN	350,337	401,661	359,062	36,010	340,782
PERSONNEL	311,557	311,557	254,482	57,075	239,271
OPERATING	114,660	124,660	110,545	14,115	103,635
1402 - RECREATION	426,217	436,217	365,027	71,190	342,906
PERSONNEL	1,638,955	1,638,955	1,513,688	125,266	1,335,668
OPERATING	375,786	495,647	417,044	78,603	529,419
1403 - PARKS	2,014,741	2,134,602	1,930,732	203,869	1,865,087
OPERATING	18,319	18,319	13,958	4,361	11,386
1404 - INTERMODAL TRANSPORTATION	18,319	18,319	13,958	4,361	11,386
OPERATING	16,119	44,740	42,259	2,481	12,001
1405 - TRAILER PARK	16,119	44,740	42,259	2,481	12,001
OPERATING	13,816	16,816	15,978	838	11,919
1406 - DELAND HOUSE	13,816	16,816	15,978	838	11,919
PERSONNEL	307,628	307,628	292,067	15,561	291,260
OPERATING	128,033	137,863	121,307	16,556	112,425
1407 - SANBORN ACTIVITY CENTER	435,661	445,491	413,374	32,117	403,685
OPERATING	133,430	162,030	157,256	4,774	228,087
1408 - STADIUM	133,430	162,030	157,256	4,774	228,087

Required Supplementary Information
City of DeLand, Florida
General Fund
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY-2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
PERSONNEL	10,765	10,765	594	10,171	1,831
OPERATING	50,300	25,300	19,577	5,723	19,209
1409 - SPECIAL EVENTS	61,065	36,065	20,171	15,894	21,040
PERSONNEL	279,951	279,951	262,853	17,098	278,252
OPERATING	121,443	132,443	124,328	8,115	116,833
1410 - CHISHOLM CENTER	401,394	412,394	387,181	25,212	395,085
OPERATING	95,088	109,588	98,826	10,762	-
1411 - SPERLING SPORTS COMPLEX	95,088	109,588	98,826	10,762	-
OPERATING	33,250	76,908	74,056	2,852	-
1412 - CONRAD/MELCHING	33,250	76,908	74,056	2,852	-
CONTINGENCY	832,500	272,520	-	272,520	-
TRANSFERS TO OTHER FUNDS	4,293,920	12,255,332	7,298,026	4,957,306	4,027,114
TOTAL EXPENDITURES	41,031,866	51,586,214	43,416,423	8,048,546	36,724,390
TOTAL REVENUES - FUND 001	41,031,866	51,586,214	42,209,277	9,376,937	41,533,109
TOTAL EXPENDITURES - FUND 001	41,031,866	51,586,214	43,416,423	8,048,546	36,724,390
NET OF REVENUES & EXPENDITURES	-	-	(1,207,147)	1,328,391	4,808,719

Required Supplementary Information
City of DeLand, Florida
Fund 109 - CONFISCATED FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 109 - CONFISCATED FUND					
REVENUES					
FINES & FORFEITS	3,000	3,000	28,894	(25,894)	3,595
INTEREST REVENUES	-	-	1,766	(1,766)	124
MISCELLANEOUS REVENUES	-	-	-	-	3,000
TOTAL REVENUES	3,000	3,000	30,660	(27,660)	6,719
EXPENDITURES					
CAPITAL OUTLAY	-	-	-	-	60,400
OPERATING	3,000	3,000	-	3,000	17,856
TOTAL EXPENDITURES	3,000	3,000	-	3,000	78,256
Fund 109 - CONFISCATED FUND:					
TOTAL REVENUES	3,000	3,000	30,660	(27,660)	6,719
TOTAL EXPENDITURES	3,000	3,000	-	3,000	78,256
NET OF REVENUES & EXPENDITURES	-	-	30,660	(30,660)	(71,537)

Required Supplementary Information
City of DeLand, Florida
Fund 120 - HOMELESSNESS FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 120 - HOMELESSNESS FUND					
REVENUES					
INTEREST REVENUES	-	-	3,127	(3,127)	1,299
MISCELLANEOUS REVENUES	325,000	91,683	90,843	840	162,063
USE OF RESERVES	246,308	297,645	-	297,645	-
TRANSFERS FROM OTHER FUNDS	50,000	230,000	202,562	27,438	50,000
TOTAL REVENUES	621,308	619,328	296,532	322,796	213,362
EXPENDITURES					
OPERATING	621,308	619,328	594,177	25,151	543,151
TOTAL EXPENDITURES	621,308	619,328	594,177	25,151	543,151
Fund 120 - HOMELESSNESS FUND:					
TOTAL REVENUES	621,308	619,328	296,532	322,796	213,362
TOTAL EXPENDITURES	621,308	619,328	594,177	25,151	543,151
NET OF REVENUES & EXPENDITURES	-	-	(297,645)	297,645	(329,789)

Required Supplementary Information
City of DeLand, Florida
Fund 160 - SPRING HILL CRA FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 160 - SPRING HILL CRA FUND					
REVENUES					
INTEREST REVENUES	-	-	38,160	(38,160)	1,605
MISCELLANEOUS REVENUES	1,200	1,200	7,163	(5,963)	4,200
USE OF RESERVES	-	4,459	-	4,459	-
AD VALOREM	732,532	732,532	719,115	13,417	399,458
CAPITAL GRANTS	31,449	31,449	31,449	0	35,697
RENTAL INCOME	-	-	-	-	10,000
TOTAL REVENUES	765,181	769,640	795,887	(26,247)	450,959
EXPENDITURES					
CAPITAL OUTLAY	-	-	11,622	(11,622)	110,125
OPERATING	68,870	108,520	62,522	45,998	51,616
PERSONNEL	186,069	186,069	136,326	49,743	113,193
GRANTS & AID	20,000	20,000	-	20,000	-
CONTINGENCY	427,971	388,689	-	388,689	-
TRANSFERS TO OTHER FUNDS	62,271	66,362	53,249	13,113	44,047
TOTAL EXPENDITURES	765,181	769,640	263,718	505,922	318,980
Fund 160 - SPRING HILL CRA FUND:					
TOTAL REVENUES	765,181	769,640	795,887	(26,247)	450,959
TOTAL EXPENDITURES	765,181	769,640	263,718	505,922	318,980
NET OF REVENUES & EXPENDITURES	-	-	532,168	(532,168)	131,979

Required Supplementary Information
City of DeLand, Florida
Fund 170 - GIFT FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 170 - GIFT FUND					
REVENUES					
INTEREST REVENUES	-	-	114,962	(114,962)	6,327
USE OF RESERVES	492,215	612,490	-	612,490	-
PERMITS. FEES, & SPECIAL ASSESSMENTS	1,312,828	1,312,828	2,578,275	(1,265,447)	2,144,901
TOTAL REVENUES	1,805,043	1,925,318	2,693,238	(767,920)	2,151,229
EXPENDITURES					
CAPITAL OUTLAY	91,800	153,287	99,920	33,218	105,174
OPERATING	7,500	7,500	-	7,500	18,125
TRANSFERS TO OTHER FUNDS	1,705,743	1,764,531	977,944	786,587	1,407,885
TOTAL EXPENDITURES	1,805,043	1,925,318	1,077,864	827,305	1,531,185
Fund 170 - GIFT FUND:					
TOTAL REVENUES	1,805,043	1,925,318	2,693,238	(767,920)	2,151,229
TOTAL EXPENDITURES	1,805,043	1,925,318	1,077,864	827,305	1,531,185
NET OF REVENUES & EXPENDITURES	-	-	1,615,373	(1,595,225)	620,044

Required Supplementary Information
City of DeLand, Florida
Fund 180 - DOWNTOWN CRA FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 180 - DOWNTOWN CRA FUND					
REVENUES					
INTEREST REVENUES	-	-	95,146	(95,146)	35,878
MISCELLANEOUS REVENUES	44,604	44,604	48,825	(4,221)	20,768
USE OF RESERVES	-	1,245,620	-	1,245,620	-
AD VALOREM	607,480	607,480	599,264	8,216	528,729
RENTAL INCOME	-	-	(7,339)	7,339	(4,774)
CHARGES FOR SERVICES	58,105	58,105	66,315	(8,210)	62,575
DEBT PROCEEDS	707,300	707,300	700,000	7,300	-
TOTAL REVENUES	1,417,489	2,663,109	1,502,211	1,160,898	643,176
EXPENDITURES					
CAPITAL OUTLAY	716,509	1,957,089	15,380	1,672,309	219,689
OPERATING	423,199	441,199	367,898	73,301	293,542
GRANTS & AID	67,500	67,500	-	67,500	-
CONTINGENCY	84,642	71,642	-	71,642	-
TRANSFERS TO OTHER FUNDS	125,639	125,679	38,434	87,245	41,394
TOTAL EXPENDITURES	1,417,489	2,663,109	421,713	1,971,996	554,625
Fund 180 - DOWNTOWN CRA FUND:					
TOTAL REVENUES	1,417,489	2,663,109	1,502,211	1,160,898	643,176
TOTAL EXPENDITURES	1,417,489	2,663,109	421,713	1,971,996	554,625
NET OF REVENUES & EXPENDITURES	-	-	1,080,499	(811,099)	88,550

Required Supplementary Information
City of DeLand, Florida
Fund 190 - GRANT & SPECIAL REVENUE FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 190 - GRANT & SPECIAL REVENUE FUND					
REVENUES					
INTEREST REVENUES	-	-	1,645	(1,645)	543
MISCELLANEOUS REVENUES	-	1,532,964	1,347,662	185,302	1,129,758
USE OF RESERVES	143,980	1,004	-	1,004	-
TRANSFERS FROM OTHER FUNDS	895,915	5,268,610	4,041,715	1,226,895	1,706,951
CAPITAL GRANTS	1,678,213	2,261,663	395,068	1,866,595	521,950
CHARGES FOR SERVICES	25,000	25,057	344,249	(319,192)	-
DEBT PROCEEDS	3,795,000	3,795,000	3,295,000	500,000	-
OTHER TAXES	300,004	300,004	292,968	7,036	267,950
TOTAL REVENUES	6,838,112	13,184,302	9,718,307	3,465,995	3,627,153
EXPENDITURES					
CAPITAL OUTLAY	3,013,108	9,089,779	5,618,128	876,039	3,133,811
OPERATING	3,825,004	4,094,523	1,232,957	2,832,634	991,668
TOTAL EXPENDITURES	6,838,112	13,184,302	6,851,085	3,708,673	4,125,479
Fund 190 - GRANT & SPECIAL REVENUE FUND:					
TOTAL REVENUES	6,838,112	13,184,302	9,718,307	3,465,995	3,627,153
TOTAL EXPENDITURES	6,838,112	13,184,302	6,851,085	3,708,673	4,125,479
NET OF REVENUES & EXPENDITURES	-	-	2,867,222	(242,678)	(498,326)

Required Supplementary Information
City of DeLand, Florida
Fund 200 - DEBT SERVICE FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 200 - DEBT SERVICE FUND					
REVENUES					
TRANSFERS FROM OTHER FUNDS	2,428,347	2,428,347	1,791,357	636,990	1,791,357
TOTAL REVENUES	2,428,347	2,428,347	1,791,357	636,990	1,791,357
EXPENDITURES					
PRINCIPAL & INTEREST	2,428,347	2,428,347	1,791,357	636,990	1,791,357
TOTAL EXPENDITURES	2,428,347	2,428,347	1,791,357	636,990	1,791,357
Fund 200 - DEBT SERVICE FUND:					
TOTAL REVENUES	2,428,347	2,428,347	1,791,357	636,990	1,791,357
TOTAL EXPENDITURES	2,428,347	2,428,347	1,791,357	636,990	1,791,357
NET OF REVENUES & EXPENDITURES	-	-	-	-	-

Required Supplementary Information
City of DeLand, Florida
Fund 300 - CAPITAL PROJECTS FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 300 - CAPITAL PROJECTS FUND					
REVENUES					
INTEREST REVENUES	-	-	9,257	(9,257)	1,489
MISCELLANEOUS REVENUES	-	261,416	261,416	(0)	-
USE OF RESERVES	-	10	-	10	-
TRANSFERS FROM OTHER FUNDS	2,625,926	6,262,154	2,108,113	4,154,041	1,751,440
AD VALOREM	486,933	486,933	512,745	(25,812)	-
DEBT PROCEEDS	4,500,000	4,000,000	1,000,000	3,000,000	-
TOTAL REVENUES	7,612,859	11,010,513	3,891,531	7,118,982	1,752,929
EXPENDITURES					
CAPITAL OUTLAY	7,612,859	11,010,513	2,108,113	7,786,191	2,138,785
TOTAL EXPENDITURES	7,612,859	11,010,513	2,108,113	7,786,191	2,138,785
Fund 300 - CAPITAL PROJECTS FUND:					
TOTAL REVENUES	7,612,859	11,010,513	3,891,531	7,118,982	1,752,929
TOTAL EXPENDITURES	7,612,859	11,010,513	2,108,113	7,786,191	2,138,785
NET OF REVENUES & EXPENDITURES	-	-	1,783,418	(667,209)	(385,857)

Required Supplementary Information
City of DeLand, Florida
Water & Sewer Fund
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 401 - WATER & SEWER FUND					
REVENUES					
CAPITAL GRANTS	-	26,366,934	70,794	26,296,140	1,255,496
CHARGES FOR SERVICES	26,064,489	26,873,732	28,428,240	(1,554,508)	26,454,292
MISCELLANEOUS REVENUES	424,857	626,446	1,189,180	(562,734)	(1,491,271)
INTEREST REVENUES	120,000	595,227	1,384,174	(788,947)	208,951
USE OF RESERVES	-	27,050,249	-	27,050,249	-
DEBT PROCEEDS	40,640,000	57,000,000	-	57,000,000	-
0000	67,249,346	138,512,588	31,072,387	107,440,201	26,427,469
CHARGES FOR GOVT SERVICES	16,000	151,000	150,595	405	16,000
TRANSFERS FROM OTHER FUNDS	-	702,626	-	702,626	-
TOTAL REVENUES	67,265,346	139,366,214	31,222,983	108,143,231	26,443,469
EXPENDITURES					
PERSONNEL	920,266	920,266	916,354	3,912	926,219
OPERATING	925,888	1,269,013	1,077,337	90,573	244,822
SERVICES PROVIDED BY GEN GOVT	2,659,135	2,659,135	2,884,958	(225,823)	2,689,349
CAPITAL OUTLAY	640,900	18,186,768	2,622,390	1,572,723	494,818
4201 - UTILITIES ADMIN	5,146,189	23,035,182	7,501,040	1,441,384	4,355,209
PERSONNEL	905,074	905,074	812,185	92,889	720,677
OPERATING	64,304	86,104	78,766	6,038	106,170
CAPITAL OUTLAY	31,535	31,535	-	31,535	32,390
4202 - ENGINEERING	1,000,913	1,022,713	890,951	130,462	859,237
PERSONNEL	608,020	618,020	611,196	6,824	535,015
OPERATING	1,107,455	1,158,680	1,040,980	117,475	789,577
CAPITAL OUTLAY	225,180	4,410,013	275,276	3,724,601	319,763
4203 - WATER PRODUCTION	1,940,655	6,186,713	1,927,452	3,848,901	1,644,355
PERSONNEL	1,909,414	1,927,424	1,821,758	105,666	1,736,201
OPERATING	2,176,210	2,366,039	2,014,822	169,639	1,734,554
CAPITAL OUTLAY	261,224	2,745,597	130,114	1,525,751	934,877
4204 - WATER DISTRIBUTION	4,346,848	7,039,060	3,966,694	1,801,057	4,405,632
PERSONNEL	1,165,991	1,165,991	1,025,208	140,784	944,468
OPERATING	1,494,525	1,980,831	1,740,653	202,313	1,223,171
CAPITAL OUTLAY	36,557,325	88,839,913	4,298,329	1,878,172	4,651,816
4205 - WASTEWATER TREATMENT	39,217,841	91,986,735	7,064,190	2,221,268	6,819,455
PERSONNEL	1,600,535	1,600,535	1,505,275	95,259	1,406,672
OPERATING	507,588	762,695	717,158	44,550	544,093
CAPITAL OUTLAY	788,340	1,158,758	888,591	5,496	434,359
4206 - UTILITIES MAINTENANCE	2,896,463	3,521,988	3,111,024	145,305	2,385,124
PERSONNEL	895,080	895,080	806,497	88,584	684,107
OPERATING	74,946	74,946	65,824	9,122	61,462
CAPITAL OUTLAY	84,882	188,989	103,369	85,620	30,319
4208 - FACILITIES MAINTENANCE	1,054,908	1,159,015	975,689	183,326	775,888
PERSONNEL	1,136,278	1,136,278	1,045,798	90,480	979,516
OPERATING	414,276	414,276	351,196	53,379	324,849
CAPITAL OUTLAY	24,000	324,000	2,980	321,020	-
4209 - CUSTOMER SERVICE	1,574,554	1,874,554	1,399,975	464,878	1,304,365
PERSONNEL	578,221	578,221	523,342	54,878	490,262
OPERATING	193,422	201,554	164,927	36,206	163,316
CAPITAL OUTLAY	5,380,585	1,416,550	378,790	835,026	780,651
4210 - WASTEWATER COLLECTION	6,152,228	2,196,325	1,067,059	926,111	1,434,229
CONTINGENCY	2,172,835	392,903	-	392,903	-
SERVICES PROVIDED BY GEN GOVT	700,238	701,527	701,527	-	1,021,219
TRANSFERS TO OTHER FUNDS	1,061,674	249,499	125,381	124,118	176,676
TOTAL EXPENDITURES	67,265,346	139,366,214	28,730,982	11,679,712	25,181,389
Fund 401 - WATER & SEWER FUND:					
TOTAL REVENUES	67,265,346	139,366,214	31,222,983	108,143,231	26,443,469
TOTAL EXPENDITURES	67,265,346	139,366,214	28,730,982	11,679,712	25,181,389
NET OF REVENUES & EXPENDITURES	-	-	2,492,000	96,463,519	1,262,080

Required Supplementary Information
City of DeLand, Florida
Fund 403 - WATER TRUST FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 403 - WATER TRUST FUND					
REVENUES					
INTEREST REVENUES	-	-	121,474	(121,474)	-
MISCELLANEOUS REVENUES	-	-	71,154	(71,154)	-
USE OF RESERVES	-	6,052,444	-	6,052,444	-
PERMITS. FEES, & SPECIAL ASSESSMENTS	1,600,000	1,600,000	2,314,842	(714,842)	-
TOTAL REVENUES	1,600,000	7,652,444	2,507,471	5,144,973	-
EXPENDITURES					
CAPITAL OUTLAY	429,925	6,482,369	1,275,207	2,362,437	-
OPERATING	-	-	113	(113)	-
CONTINGENCY	1,170,075	732,300	-	732,300	-
TRANSFERS TO OTHER FUNDS	-	437,775	-	437,775	-
TOTAL EXPENDITURES	1,600,000	7,652,444	1,275,320	3,532,399	-
Fund 403 - WATER TRUST FUND:					
TOTAL REVENUES	1,600,000	7,652,444	2,507,471	5,144,973	-
TOTAL EXPENDITURES	1,600,000	7,652,444	1,275,320	3,532,399	-
NET OF REVENUES & EXPENDITURES	-	-	1,232,150	1,612,575	-

Required Supplementary Information
City of DeLand, Florida
Fund 404 - WASTEWATER TRUST FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 404 - WASTEWATER TRUST FUND					
REVENUES					
INTEREST REVENUES	-	400	79,331	(78,931)	43,465
MISCELLANEOUS REVENUES	-	-	44,132	(44,132)	(548,332)
USE OF RESERVES	-	998,481	-	998,481	-
TRANSFERS FROM OTHER FUNDS	943,876	-	-	-	-
CAPITAL GRANTS	756,124	2,268,372	7,490	2,260,882	1,317,032
PERMITS. FEES, & SPECIAL ASSESSMENTS	1,800,000	1,800,000	2,883,163	(1,083,163)	4,920,585
TOTAL REVENUES	3,500,000	5,067,253	3,014,116	2,053,137	5,732,751
EXPENDITURES					
CAPITAL OUTLAY	3,500,000	4,564,184	286,797	1,716,467	6,247,278
OPERATING	-	400	217	183	-
CONTINGENCY	-	237,818	-	237,818	-
TRANSFERS TO OTHER FUNDS	-	264,851	-	264,851	-
TOTAL EXPENDITURES	3,500,000	5,067,253	287,013	2,219,319	6,247,278
Fund 404 - WASTEWATER TRUST FUND:					
TOTAL REVENUES	3,500,000	5,067,253	3,014,116	2,053,137	5,732,751
TOTAL EXPENDITURES	3,500,000	5,067,253	287,013	2,219,319	6,247,278
NET OF REVENUES & EXPENDITURES	-	-	2,727,102	(166,182)	(514,527)

Required Supplementary Information
City of DeLand, Florida
Fund 430 - AIRPORT FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 430 - AIRPORT FUND					
REVENUES					
INTEREST REVENUES	4,990	6,110	1,474,014	(1,467,904)	1,475,818
MISCELLANEOUS REVENUES	5,000	5,000	9,278	(4,278)	2,119
USE OF RESERVES	592,097	1,697,699	-	1,697,699	-
TRANSFERS FROM OTHER FUNDS	-	-	-	-	42,677
CAPITAL GRANTS	4,483,875	7,194,357	2,592,179	4,602,178	814,286
RENTAL INCOME	1,692,039	1,692,039	1,434,394	257,645	1,291,693
CHARGES FOR SERVICES	-	-	(2,653)	2,653	55,566
TOTAL REVENUES	6,778,001	10,595,205	5,507,213	5,087,992	3,682,158
EXPENDITURES					
CAPITAL OUTLAY	5,164,381	8,904,986	3,910,270	3,618,585	1,141,309
OPERATING	498,544	577,237	400,847	174,284	593,984
PERSONNEL	526,349	526,349	506,660	19,689	530,579
TRANSFERS TO OTHER FUNDS	304,606	302,297	127,277	175,020	85,062
SERVICES PROVIDED BY GEN GOVT	284,121	284,336	284,336	-	256,274
TOTAL EXPENDITURES	6,778,001	10,595,205	5,229,390	3,987,579	2,607,207
Fund 430 - AIRPORT FUND:					
TOTAL REVENUES	6,778,001	10,595,205	5,507,213	5,087,992	3,682,158
TOTAL EXPENDITURES	6,778,001	10,595,205	5,229,390	3,987,579	2,607,207
NET OF REVENUES & EXPENDITURES	-	-	277,823	1,100,414	1,074,951

Required Supplementary Information
City of DeLand, Florida
Fund 440 - REFUSE COLLECTION FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 440 - REFUSE COLLECTION FUND					
REVENUES					
INTEREST REVENUES	-	-	11,121	(11,121)	512
MISCELLANEOUS REVENUES	-	-	(138)	138	-
CHARGES FOR SERVICES	4,153,088	5,153,888	5,193,946	(40,058)	4,276,483
TOTAL REVENUES	4,153,088	5,153,888	5,204,928	(51,040)	4,276,994
EXPENDITURES					
OPERATING	4,153,088	5,018,888	5,003,276	15,612	4,257,509
SERVICES PROVIDED BY GEN GOVT	-	135,000	134,595	405	-
TOTAL EXPENDITURES	4,153,088	5,153,888	5,137,871	16,017	4,257,509
Fund 440 - REFUSE COLLECTION FUND:					
TOTAL REVENUES	4,153,088	5,153,888	5,204,928	(51,040)	4,276,994
TOTAL EXPENDITURES	4,153,088	5,153,888	5,137,871	16,017	4,257,509
NET OF REVENUES & EXPENDITURES	-	-	67,058	(67,058)	19,486

Required Supplementary Information
City of DeLand, Florida
Fund 450 - STORMWATER FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 450 - STORMWATER FUND					
REVENUES					
INTEREST REVENUES	8,000	45,399	60,536	(15,137)	12,178
MISCELLANEOUS REVENUES	2,500	2,500	64,224	(61,724)	(121,234)
USE OF RESERVES	581,637	1,350,218	-	1,350,218	-
CAPITAL GRANTS	200,000	200,000	-	200,000	-
CHARGES FOR SERVICES	2,092,280	2,092,387	2,247,510	(155,123)	2,089,534
TOTAL REVENUES	2,884,417	3,690,504	2,372,269	1,318,235	1,980,477
EXPENDITURES					
CAPITAL OUTLAY	1,183,237	1,958,842	372,160	1,288,076	1,403,921
OPERATING	346,970	371,552	243,673	97,815	249,699
PERSONNEL	1,030,762	1,030,762	858,108	172,654	719,713
TRANSFERS TO OTHER FUNDS	27,391	33,184	18,829	14,355	13,502
SERVICES PROVIDED BY GEN GOVT	296,057	296,164	296,164	-	265,117
TOTAL EXPENDITURES	2,884,417	3,690,504	1,788,934	1,572,900	2,651,952
Fund 450 - STORMWATER FUND:					
TOTAL REVENUES	2,884,417	3,690,504	2,372,269	1,318,235	1,980,477
TOTAL EXPENDITURES	2,884,417	3,690,504	1,788,934	1,572,900	2,651,952
NET OF REVENUES & EXPENDITURES	-	-	583,336	(254,665)	(671,475)

Required Supplementary Information
City of DeLand, Florida
Fund 480 - PERMITS & INSPECTIONS FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 480 - PERMITS & INSPECTIONS FUND					
REVENUES					
INTEREST REVENUES	10,000	10,000	69,703	(59,703)	16,368
MISCELLANEOUS REVENUES	5,000	5,000	65,476	(60,476)	(192,221)
USE OF RESERVES	1,090,703	1,686,168	-	1,686,168	-
PERMITS. FEES, & SPECIAL ASSESSMENTS	1,818,854	1,868,854	2,910,959	(1,042,105)	2,486,633
CHARGES FOR SERVICES	245,000	245,000	594,843	(349,843)	390,828
TOTAL REVENUES	3,169,557	3,815,022	3,640,981	174,041	2,701,608
EXPENDITURES					
CAPITAL OUTLAY	-	393,579	110,609	185,005	121,440
OPERATING	648,257	854,677	630,041	171,511	299,050
PERSONNEL	1,888,039	1,866,539	1,657,037	209,502	1,589,846
TRANSFERS TO OTHER FUNDS	227,789	71,066	22,850	48,216	53,777
SERVICES PROVIDED BY GEN GOVT	405,472	629,161	604,362	24,799	602,362
TOTAL EXPENDITURES	3,169,557	3,815,022	3,024,899	639,033	2,666,475
Fund 480 - PERMITS & INSPECTIONS FUND:					
TOTAL REVENUES	3,169,557	3,815,022	3,640,981	174,041	2,701,608
TOTAL EXPENDITURES	3,169,557	3,815,022	3,024,899	639,033	2,666,475
NET OF REVENUES & EXPENDITURES	-	-	616,083	(464,992)	35,133

Required Supplementary Information
City of DeLand, Florida
Fund 500 - HEALTH INSUR COST CONTAINMENT
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 500 - HEALTH INSUR COST CONTAINMENT					
REVENUES					
INTEREST REVENUES	-	-	7,553	(7,553)	414
CHARGES FOR GOVT SERVICES	569,305	569,305	569,304	1	560,670
TOTAL REVENUES	569,305	569,305	576,857	(7,552)	561,084
EXPENDITURES					
OPERATING	537,100	537,100	511,421	25,679	479,182
PRINCIPAL & INTEREST	-	-	2,347	(2,347)	3,211
SERVICES PROVIDED BY GEN GOVT	32,205	32,205	32,205	-	32,205
TOTAL EXPENDITURES	569,305	569,305	545,973	23,332	514,598
Fund 500 - HEALTH INSUR COST CONTAINMENT:					
TOTAL REVENUES	569,305	569,305	576,857	(7,552)	561,084
TOTAL EXPENDITURES	569,305	569,305	545,973	23,332	514,598
NET OF REVENUES & EXPENDITURES	-	-	30,884	(30,884)	46,486

Required Supplementary Information
City of DeLand, Florida
Fund 510 - WORK COMP SELF INS FUND
Schedule of Revenue, Expenditures, and Changes in Fund Balances - Comparison with Budget and FY 2022 Actual

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD QTR BALANCE 09/30/2023	AVAILABLE BALANCE	YTD QTR BALANCE 09/30/2022
Fund 510 - WORK COMP SELF INS FUND					
REVENUES					
INTEREST REVENUES	-	-	78,740	(78,740)	12,027
MISCELLANEOUS REVENUES	-	40,000	99,271	(59,271)	55,907
CHARGES FOR GOVT SERVICES	852,741	852,741	852,740	1	815,167
TOTAL REVENUES	852,741	892,741	1,030,751	(138,010)	883,101
EXPENDITURES					
OPERATING	788,741	828,741	798,524	30,217	1,332,819
SERVICES PROVIDED BY GEN GOVT	64,000	64,000	64,000	-	64,000
TOTAL EXPENDITURES	852,741	892,741	862,524	30,217	1,396,819
Fund 510 - WORK COMP SELF INS FUND:					
TOTAL REVENUES	852,741	892,741	1,030,751	(138,010)	883,101
TOTAL EXPENDITURES	852,741	892,741	862,524	30,217	1,396,819
NET OF REVENUES & EXPENDITURES	-	-	168,227	(168,227)	(513,718)

CITY OF DELAND
Request for Commission Action
January 3, 2024

SUBJECT: Resolution Approving an Amendment to the Community Development Block Grant (CDBG) Budget for Fiscal Years 2020/21 & 2021/22.

DEPARTMENT: Community Development

PREPARED BY: Rick Werbiskis, Community Dev. Director

ATTACHMENTS: Resolution, DeLand FY20.21 Amendment 6, DeLand FY21.22 Amendment 5

APPROVED BY: Michael Pleus, City Manager, December 21, 2023

SUMMARY/HIGHLIGHT:

A Resolution adopting amendments to the Community Development Block Grant ("CDBG") Budget for Fiscal Year 2020/21 & 2021/22 is proposed to the City Commission. The proposed amendments will allow for the expenditure of $71,060 from FY 2020/21 and $60,424 from FY 2021/22 to be utilized for improvements to the Tra Thomas Park.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

High Value Government

SUSTAINABILITY:

N/A

FISCAL IMPACT:

The re-allocation of CDBG funds will allow for $71,060 from FY 2020/21 and $60,424 from FY 2021/22 to be utilized for improvements to the Tra Thomas Park.

RECOMMENDATION:

It is recommended that the City Commission approve the resolution adopting amendments to the Community Development Block Grant (CDBG) budget for Fiscal Years 2020/21 & 2021/22.

BACKGROUND/DISCUSSION:

The City of DeLand annually adopts a budget relating to the allocation of CDBG funds received from Volusia County and submits grant applications to Volusia County. Section 290.046(5), *Florida Statutes*, provides that the City "…may establish a citizen advisory task force composed of citizens in the jurisdiction in which the proposed project is to be implemented to provide input relative to all phases of the project process". Thus, the creation and use of such a body is purely discretionary and voluntary on the part of the City Commission and a review and recommendation is not a statutorily mandated legal requirement. The City Commission did adopt Resolution Number 2008-29 creating the Community Advisory Task Force ("CATF") for the purpose of, among other things, reviewing CDBG grant applications and making recommendations to the City Commission. However, of necessity, as a result of the board having multiple vacancies and no quorum, the City cancelled the CATF meeting at which the CDBG budget and related matters would have been reviewed and recommendations on the current CDBG budget and grant applications would have been made.

Accordingly, it is necessary and appropriate for the City Commission to approve the CDBG Budget and grant applications for submission to Volusia County without the CATF making recommendations and, further, it is in the best interests of the City and consistent with the statutory and constitutional home rule powers of the City and other controlling law for the City Commission to adopt the proposed Resolution.

RESOLUTION NO. 2024 -

A RESOLUTION OF THE CITY COMMISSION OF DELAND, FLORIDA, AMENDING THE BUDGET FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT FOR FISCAL YEARS 2020-2021 AND 2021-2022; PROVIDING FOR CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the City of DeLand annually adopts a budget relate to the allocation of Community Development Block Grant ("CDBG") funds received from Volusia County and submits grant applications to Volusia County; and

WHEREAS, it is necessary to amend the budget for the Community Development Block Grant for fiscal years 2020-2021 and 2021-2022 to be utilized for the improvements to the Tra Thomas Park and;

WHEREAS, the City Commission determines that amending the CDBG budget for fiscal years 2020-2021 and 2021-2022 is in the best interests to the citizens of the City of DeLand.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF DELAND, FLORIDA:

Section 1. The City Commission of the City of DeLand hereby amends the budget for the Community Development Block Grant for fiscal years 2020-2021 and 2021-2022.

Section 2. All resolutions or parts of resolutions and other actions of the City Commission in conflict with this Resolution are hereby repealed.

Section 3. This Resolution shall become effective immediately upon adoption.

PASSED AND DULY ADOPTED this 3rd day of January, 2024.

____
Christopher M. Cloudman
Mayor - Commissioner

ATTEST:

____
Julie A. Hennessy
City Clerk - Auditor

APPROVED AS TO FORM AND LEGALITY:

____
Darren J. Elkind
City Attorney

Volusia County
FLORIDA

Community Assistance

December 15, 2023

Michael Pleus, City Manager
City of DeLand
120 S. Florida Ave.
DeLand, FL 32720

Re: FY 2020/21 Community Development Block Grant (CDBG)
Subrecipient Agreement Amendment

Dear Mr. Pleus:

This letter will approve the following change to the subject agreement as requested by Emily Ragusa, Community Development Coordinator on September 22, 2023. The amendment was approved by Volusia County Council on November 7, 2023.

1. Amendment Journal

Amendment 1	8/13/2021	Amendment 4	10/26/2022
Amendment 2	1/13/2022	Amendment 5	4/27/2023
Amendment 3	6/27/2022	Amendment 6	12/15/2023

2. Time Extension

The expiration of the subject agreement is extended to 7/30/2024.

3. Statement of Work

The Statement of Work contained in the subrecipient agreement is hereby updated to include the following project, as follows:

- Tra Thomas Park Improvements: Be responsible for the removal and installation of a new sidewalk along Frankfort Ave, extension of the current parking area to add additional spaces along Kentucky Avenue, basketball court renovation, and replacement of the swing set and four benches.

4. Budget Amendment

The budget contained in the subrecipient agreement is hereby updated as follows:

Activity Description	Budget	Transfer	Revised Budget
FY 2020/21 ADA ROW Improvements	$189,594	($71,060)	$118,534
FY 2020/21 Tra Thomas Park Improvements	$0	$71,060	$71,060
FY 2020/21 Dr. Joyce Cusack Community Resource Center Public Service	$33,458	$0	$33,458
Total	**$223,052**		**$223,052**

A revised Request for Monthly Funds Reimbursement and Expense Summary Form has been attached for your use. It is understood that this amendment does not modify any provisions to the above-described contract other than listed above. This amendment will become effective when signed by both parties. A copy of the executed amendment will be sent for your records once signed by Volusia County.

City of DeLand	Volusia County
City Manager	Housing & Grants Manager
Date	Date

ATTACHMENT V – REQUEST FOR FUNDS REIMBURSEMENT REPORT

The Request for Funds Reimbursement Form is due to the COUNTY by the 10th day of each month for the preceding month, regardless of the activity level or costs incurred until the Agreement is closed. The Request for Funds Reimbursement Form is a monthly submittal requirement for all SUBRECIPIENTS and/or their Agents. It is made up of five sections: Section I - Request for Monthly Reimbursement and Expense Summary Form, Section II A – CDBG Capital Project Status Report, Section II B - CDBG Public Service Status Report, Section III - LMI Clientele Status Report, Section IV - CDBG Plan of Action.

- Section I – Request for Monthly Funds Reimbursement and Expense Summary Form must include reporting fair housing activities completed at least once per quarter.
- Section II A – CDBG Capital Project Status Report must be submitted for the following activities: ~~ADA ROW Improvements~~, Tra Thomas Park Improvements.
- Section II B – Public Service Status Report must be submitted for the following activity: ~~Dr. Joyce Cusack Community Resource Center Public Service~~.
- Section III – LMI CDBG Clientele Status Report must be submitted for the following activity: ~~Dr. Joyce Cusack Community Resource Center Public Service~~.
- Section IV - Plan of Action must be submitted for the following activities: ~~ADA ROW Improvements,~~ Tra Thomas Park Improvements.

Section II A and Section IV are not required for the Tra Thomas Park Improvements project when submitting the FY 2020/21 Monthly Report. The acitivity is funded from multiple years and those sections will only need to be provided with the FY 2021/22 Monthly Report.

Section II A and Section IV are no longer needed for the ADA ROW Improvements, completed project.

Section II B and Section III are no longer needed for the Dr. Joyce Cusack Community Resource Center Public Service, completed project.

Requesting reimbursement:

Reimbursement requests and related backup documentation received from the SUBRECIPIENT will be reviewed by the COUNTY to determine if the requirements for a proper invoice are met. If the received request is not a proper invoice, it will be rejected and the SUBRECIPIENT will be notified that the request is improper and indicate what corrective action is needed for resubmission. If the received request is a proper invoice it will be processed and paid in accordance with the Florida Prompt Payment Act, as applicable.

A proper invoice for reimbursement will:

- Include only expenses that are allowable, eligible and procured in accordance with the program requirements.
- Include printing and copying services only if these services are invoiced by the awarded contractor or engineer. Stand-alone printing and copying will not be reimbursable for capital projects.
- Include expenses of at least $200 unless special arrangements have been made with the COUNTY to request a smaller amount of funds to close out a project or replenish funds.
- Include only expenses that are allocable to projects within this agreement.
- Include proof of payment by the SUBRECIPIENT.
- Include an invoice for the work, if applicable. The invoice must state when the work was completed and the name of the contractor that completed the work.

- Be in compliance with all Davis-Bacon Fair Labor Standard requirements if construction work was completed by a contractor. If applicable, the COUNTY must have all necessary employee interviews and approved certified payroll reports from all related contractors and subcontractors for the dates being invoiced.
- Be in compliance with all Section III and M/WBE reporting requirements.
- Will include backup documentation to demonstrate that expenses for work completed by employees of the SUBRECIPIENT are allocable to the project, if applicable. Documents to demonstration employee expenses may include payroll records, signed timesheets, and evidence of costs of employment.

SECTION I

FY 2020/21 Request For Monthly Reimbursement and Expense Summary Form

Subrecipient Name: City of DeLand **Funding Source:** CDBG

Subrecipient Address: ____________ **Telephone Number:** ____________

City: ____________ **State:** ____________ **Zip:** ____________

Month of Report - this is the month that is being reported on:
(the report must be submitted by the 10th day of the following month) ____________

CDBG Contact Person: ____________ **Telephone:** ____________

Reimbursement Funds Requested for this Period: ________ **Final Request:** ☐ Yes ☐ No

To Be Completed by Subrecipient				
DESCRIPTION OF ACTIVITY	**BUDGET**	**EXPENSES THIS MONTH**	**EXPENSES TO-DATE**	**AVAILABLE BALANCE**
Tra Thomas Park Improvements: Be responsible for the removal and installation of a new sidewalk along Frankfort Ave, extension of the current parking area to add additional spaces along Kentucky Avenue, basketball court renovation, and replacement of the swing set and four benches.	$71,060	$	$	$71,060
ADA ROW Improvements: Be responsible for making ADA improvements, ramps and walkways at 14 different intersections.	$118,534		$118,534	$0
Dr. Joyce Cusack Community Resource Center Public Service: Be responsible for the staff costs for the operation of the Dr. Joyce Cusack Community Resource Center.	$33,458		$33,458	$0
Total	**$223,052**	**$**	**$151,992**	**$71,060**

AMENDMENT JOURNAL: **Amendment 1- 8/11/2021, Amendment 2–1/13/22, Amendment 3–6/27/22, Amendment 4-10/26/2023, Amendment 5-4/27/23, Amendment 6 – 12/15/23**

Fair Housing Activities Description: (fair housing activities must be reported at least every quarter)	
Agency Authorized Signature: *(This form is for reproduction or copying by Recipient)*	
Print Name of Agency Authorized Signature:	
Request Date: (actual date signed)	

Volusia County Community Assistance Use Only							
Prepared By:		*Date*		*Capital Project Reviewed By:*		*Date*	
Approved By:						*Date*	

Account #	***IDIS #***	***Funds Requested***

Volusia County
FLORIDA

Community Assistance

December 15, 2023

Michael Pleus, City Manager
City of DeLand
120 S. Florida Ave.
DeLand, FL 32720

Re: FY 2021/22 Community Development Block Grant (CDBG) Subrecipient Agreement Amendment

Dear Mr. Pleus:

This letter will approve the following change to the subject agreement as requested by Emily Ragusa, Community Development Coordinator on September 22, 2023. The amendment was approved by Volusia County Council on November 7, 2023.

1. Amendment Journal

Amendment 1	3/3/2022	Amendment 4	11/29/2022
Amendment 2	4/22/2022	Amendment 5	12/15/2023
Amendment 3	10/26/2022		

2. Time Extension

The expiration of the subject agreement is extended to 7/30/2024.

3. Statement of Work

The Statement of Work contained in the subrecipient agreement is hereby updated to include the following project, as follows:

- Tra Thomas Park Improvements: Be responsible for the removal and installation of a new sidewalk along Frankfort Ave, extension of the current parking area to add additional spaces along Kentucky Avenue, basketball court renovation, and replacement of the swing set and four benches.

4. Budget Amendment

The budget contained in the subrecipient agreement is hereby updated as follows:

Activity Description	Budget	Transfer	Revised Budget
FY 2021/22 ADA ROW Improvements	$120,000	($60,424)	$59,576
FY 2021/22 Tra Thomas Park Improvements	$0	$60,424	$60,424
FY 2021/22 Standby Generator for Lift Station #54	$41,530	$0	$41,530
FY 2021/22 Chisholm Center Playground Shade Structure	$28,065	$0	$28,065
FY 2021/22 Dr. Joyce Cusack Community Resource Center Public Service	$33,457	$0	$33,457
Total	**$223,052**		**$223,052**

A revised Request for Monthly Funds Reimbursement and Expense Summary Form has been attached for your use. It is understood that this amendment does not modify any provisions to the above-described contract other than listed above. This amendment will become effective when signed by both parties. A copy of the executed amendment will be sent for your records once signed by Volusia County.

City of DeLand	Volusia County
______________________	______________________
City Manager	Housing & Grants Manager
______________________	______________________
Date	Date

ATTACHMENT V – REQUEST FOR FUNDS REIMBURSEMENT REPORT

The Request for Funds Reimbursement Form is due to the COUNTY by the 10th day of each month for the preceding month, regardless of the activity level or costs incurred until the Agreement is closed. The Request for Funds Reimbursement Form is a monthly submittal requirement for all SUBRECIPIENTS and/or their Agents. It is made up of five sections: Section I - Request for Monthly Reimbursement and Expense Summary Form, Section II A – CDBG Capital Project Status Report, Section II B - CDBG Public Service Status Report, Section III - LMI Clientele Status Report, Section IV - CDBG Plan of Action.

- Section I – Request for Monthly Funds Reimbursement and Expense Summary Form must include reporting fair housing activities completed at least once per quarter.
- Section II A – CDBG Capital Project Status Report must be submitted for the following activities: ~~ADA ROW Improvements, Standby Generator for Lift Station #54 at Dr. Joyce M. Cusack Resource Center, Chisholm Center Playground Shade Structure,~~ Tra Thomas Park Improvements.
- Section II B – Public Service Status Report must be submitted for the following activity: ~~Dr. Joyce M. Cusack Community Resource Center Public Service~~.
- Section III – LMI CDBG Clientele Status Report must be submitted for the following activity: ~~Dr. Joyce M. Cusack Community Resource Center Public Service.~~
- Section IV - Plan of Action must be submitted for the following activities: ~~ADA ROW Improvements, Standby Generator for Lift Station #54 at Dr. Joyce M. Cusack Resource Center, Chisholm Center Playground Shade Structure,~~ Tra Thomas Park Improvements.

Section II A and Section IV are no longer needed for the ADA ROW Improvements, ,Standby Generator for Lift Station #54, or Chisholm Center Playground Shade Structure, completed projects.

Section II B and Section III are no longer needed for the Dr. Joyce Cusack Community Resource Center Public Service, completed project.

Requesting reimbursement:
Reimbursement requests and related backup documentation received from the SUBRECIPIENT will be reviewed by the COUNTY to determine if the requirements for a proper invoice are met. If the received request is not a proper invoice, it will be rejected and the SUBRECIPIENT will be notified that the request is improper and indicate what corrective action is needed for resubmission. If the received request is a proper invoice it will be processed and paid in accordance with the Florida Prompt Payment Act, as applicable
A proper invoice for reimbursement will:

- Include only expenses that are allowable, eligible and procured in accordance with the program requirements.
- Include only expenses that are allocable to projects within this agreement.
- Include proof of payment by the SUBRECIPIENT.
- Include an invoice for the work, if applicable. The invoice must state when the work was completed and the name of the contractor that completed the work.
- Be in compliance with all Davis-Bacon Fair Labor Standard requirements if construction work was completed by a contractor. If applicable, the COUNTY must have all necessary employee interviews and approved certified payroll reports from all related contractors and subcontractors for the dates being invoiced.
- Be in compliance with all Section 3 and M/WBE reporting requirements.
- Will include backup documentation to demonstrate that expenses for work completed by employees of the SUBRECIPIENT are allocable to the project, if applicable. Documents to demonstration employee expenses may include payroll records, signed timesheets, and evidence of costs of employment.

SECTION I

FY 2021/22 Request For Monthly Reimbursement and Expense Summary Form

Subrecipient Name: City of DeLand **Funding Source:** CDBG

Subrecipient Address: ____________ **Telephone Number:** ____________

City: ____________ **State:** ____________ **Zip:** ____________

Month of Report - this is the month that is being reported on:
(the report must be submitted by the 10th day of the following month) ____________

CDBG Contact Person: ____________ **Telephone:** ____________

Reimbursement Funds Requested for this Period: ________ **Final Request:** ☐ Yes ☐ No

To Be Completed by Subrecipient				
DESCRIPTION OF ACTIVITY	**BUDGET**	**EXPENSES THIS MONTH**	**EXPENSES TO-DATE**	**AVAILABLE BALANCE**
Tra Thomas Park Improvements: Be responsible for the removal and installation of a new sidewalk along Frankfort Ave, extension of the current parking area to add additional spaces along Kentucky Avenue, basketball court renovation, and replacement of the swing set and four benches.	$60.424	$	$0	$60,424
ADA ROW Improvements: Be responsible for improving ramps and walkways at seven intersections by making them ADA accessible.	$59,576	$	$59,576	$0
Standby Generator for Lift Station #54 at Dr. Joyce M. Cusack Resource Center: Be responsible for the purchase and installation of an onsite standby generator with transfer switch on a concrete pad located at the lift station #54.	$41,530	$	$41,400.16	$129.84
Chisholm Center Playground Shade Structure: Be responsible for the installation of a shade structure over the playground at Chisholm Center.	$28,065	$	$28,065	$0
Dr. Joyce M. Cusack Community Resource Center Public Service: Be responsible for the staff costs for the operation of the Dr. Joyce M. Cusack Community Resource Center.	$33,457	$	$33,457	$0
Total	**$223,052**	**$**	**$162,498.16**	**$60,553.84**

AMENDMENT JOURNAL **Amendment 1-3/3/22, Amendment 2-4/22/22, Amendment 3-10/26/22, Amendment 4-11/29/22, Amendment 5 – 12/15/23**

Fair Housing Activities Description: (fair housing activities must be reported at least every quarter)	
Agency Authorized Signature: *(This form is for reproduction or copying by Recipient)*	
Print Name of Agency Authorized Signature:	
Request Date: (actual date signed)	

Volusia County Community Assistance Use Only

Prepared By:		*Date*		*Capital Project Reviewed By:*		*Date*	
Approved By:						*Date*	

Account #	***IDIS #***	***Funds Requested***

SECTION II A – CDBG Capital Project Status Report FY 2021/22

Subrecipient: City of DeLand

Project Name: Tra Thomas Park Improvements

Month of Report - this is the month that is being reported on: (the report must be submitted by the 10th day of the following month)**:** ______

1. CDBG allocation ______ Project budget ______ Actual award (if known) ______

   Please describe any changes to project costs/award: ______

2. Are reimbursements being requested for this activity? ______

   If yes, answer questions 3-8. If no, continue to question 9.

3. What is the amount being requested? ______
4. What timeframe did the original expenses occur? From ______ To ______
5. What timeframe did City of DeLand pay expenses? From ______ To ______
6. Is backup documentation included to support expenses? ☐ Yes ☐ No
7. Has backup documentation been reviewed by the City of DeLand CDBG Contact? ☐ Yes ☐ No
8. Have the calculations been reviewed by the City of DeLand CDBG contact? ☐ Yes ☐ No
9. Estimated project/activity completion date: ______
10. Percent of project/activity completed to date: ______
11. Method of procurement identified in application (i.e., formal sealed bid, written quote…):

    Is this still applicable: ☐ Yes ☐ No

    If not, describe changes and/or proposed procurement method:

12. Have any project dates changed by more than 60 days since the last Plan of Action was approved? ☐ Yes ☐ No
13. Has a new subrecipient agreement amendment Plan of Action been submitted? ☐ Yes ☐ No
14. Describe specific work tasks and quantified accomplishments completed this month:
15. Describe specific work tasks and quantified accomplishments for upcoming month (detailed narrative required every month):

Section IV - CDBG Plan of Action FY 2021/22

Subrecipient	**CITY OF DELAND**		
Project Name	**Tra Thomas Park Improvements**		
Is project being implemented by forced labor (employees of the Subrecipient)?		☐ Yes	☐ No

Milestones	Current Date	Amended Date (if applicable)	Actual Date	Notes (indicate most recent estimate)
Authorization to Proceed Received	10/1/23			
Technical Design & Procurement Documents, Municipality Approved	1/1/24			
Complete Solicitation Package Submitted to Volusia County	1/8/24			
Solicitation Package Approved by Volusia County	1/15/24			
Solicitation Advertised	1/26/24			
Pre-Bid Meeting	2/8/24			
Bid Opening	2/29/24			
Contract Award	3/31/24			
Pre-Construction Meeting	4/16/24			
Issue Notice to Proceed	4/22/24			
Project Start Date	4/29/24			
Project Completed	7/15/24			
All Reimbursement Requests Submitted to Volusia County	7/30/24			

CITY OF DELAND
Request for Commission Action
January 3, 2024

SUBJECT: Resolution Approving Sole Source Purchase from Axon Enterprise, Inc.

DEPARTMENT: Police

PREPARED BY: Jason Umberger, Police Chief

ATTACHMENTS: Resolution, Axon Enterprise, Inc. Quote, cxtec/IT Quote for Windows Server 2022 DatacenterAxon Interview Room Server, Accepted Award Package JAG Grant

APPROVED BY: Michael Pleus, City Manager, December 21, 2023

SUMMARY/HIGHLIGHT:

The DeLand Police Department intends to use the awarded 2023 JAG grant to replace the current outdated and failing recording system within the Criminal Investigation Division's interview room. Axon Enterprise, Inc. offers an Interview Solution that includes a high-definition camera and microphones, touch-screen user interface, motion-based activation, and software integration. Most importantly, the interview room solution is integrated with Axon's Evidence.com, which is the department's choice for all digital evidence management. The integration allows interview room recording to be managed side by side under the same digital case file, which includes related body-worn cameras, in-car cameras, and other digital evidence. Furthermore, the Axon solution allows for redaction, transcription, and seamless sharing of interviews with partnering agencies such as the state attorneys' office.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

High Value Government and Maintaining a Safe Community

SUSTAINABILITY:

Safety and Security

FISCAL IMPACT:

The 2023 JAG grant for the interview room camera replacement was awarded September 22, 2023. The PD's portion of the federal award amount is $15,779.
The cost for year one of Axon's five-year contract is $8,324 and the quote IT provided for the necessary Windows Server totals $6,975.

RECOMMENDATION:

City staff recommends that the City Commission approve the proposed Sole Source Resolution.

BACKGROUND/DISCUSSION:

N/A

RESOLUTION NO. 2024 -

A RESOLUTION OF THE CITY COMMISSION OF DELAND, FLORIDA, RELATING TO PURCHASING BY THE CITY UNDER THE PROVISIONS OF ARTICLE VIII, SECTION 63 OF THE CODE OF ORDINANCES OF THE CITY OF DELAND RELATING TO AN EXCEPTION TO COMPETITIVE BIDDING PERTAINING TO PURCHASES WITHOUT COMPETITIVE BIDDING WHEN AVAILABLE ONLY FROM A SINGLE SOURCE; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Article VIII, Section 63 of the Code of Ordinances of the City of DeLand provides for an exception to the general competitive bidding requirements of the City and states, in pertinent part, that: The City Commission may also authorize by resolution the purchase of equipment, materials or supplies without competitive bidding when these are available only from a single source; and

WHEREAS, the City's Police Department needs to purchase cameras and microphones for two interview rooms; and

WHEREAS, the Police Department utilizes body worn cameras and in-car video cameras manufactured by Axon Enterprises, Inc. and desires to procure an interview room camera package manufactured by that same company for the standardization of its fleet, body worn cameras, and interview room camera operations; and

WHEREAS, the City Commission desires to authorize the purchase of the AXON interview room camera package pursuant to the purchase contract attached hereto; and

WHEREAS, the City Commission hereby determines that the adoption of this Resolution is in the best interests of the health, safety and welfare of the citizens of the City of DeLand.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF DELAND, FLORIDA:

Section 1. Legislative Findings and Intent.

(a). The City Commission of the City of DeLand hereby adopts and incorporates into this Resolution the recitals (whereas clauses) to this Resolution.

(b). The City Commission of the City of DeLand hereby determines that the adoption of this Resolution and taking the actions set forth herein would be in the public interest and serve a public purpose.

(c). The sole source justification standards applicable to this matter have been met and adhered to and the subject vendor is deemed the only capable provider of the subject goods and the sole source procurement activity authorized herein is in the best interest of the City.

(d). The City of DeLand has complied with all requirements and procedures of Florida law in processing and adopting this Resolution.

Section 2. Sole Source Procurement.

(a). The City Commission hereby waives the City's competitive bidding requirement for the necessary purchase of the interview room camera package from Axon Enterprises, Inc.

(b). The City Commission hereby declares that the purchase herein authorized is clearly and legitimately limited to a single source of supply and that the sole source of that supply is Axon Enterprises, Inc.

(c). The attached purchase contract is hereby incorporated herein as a substantive part of this Resolution and approved for execution and payment.

Section 3. Implementing administrative actions. The City Manager, City Clerk, and City Attorney are hereby generally authorized to take any and all actions necessary and appropriate to implement the provisions of this Resolution to include, but not limited to, the approval and execution of procurement documents relating to the purchase of the AXON interview room cameras.

Section 4. Savings. All prior actions of the City Commission relating to City procurement and purchasing matters, and any and all related activities, are hereby ratified and affirmed.

Section 5. Conflicts. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

Section 6. Severability. If any section, sentence, phrase, word, or portion of this Resolution is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

Section 7. Effective Date. This Resolution is executed this 3rd day of January, 2024 and shall become effective immediately.

____
Christopher M. Cloudman
Mayor-Commissioner

ATTEST:

____
Julie A. Hennessy
City Clerk - Auditor

APPROVED AS TO FORM AND LEGALITY:

____
Darren J. Elkind
City Attorney

Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-506032-45272.812GM

Issued: 12/12/2023
Quote Expiration: 12/31/2023
Estimated Contract Start Date: 05/15/2024
Account Number: 114911
Payment Terms: N30
Delivery Method:

SHIP TO	BILL TO
DeLand Police Dept.-FL 219 W Howry Ave Deland, FL 32720-5423 USA	DeLand Police Dept.-FL 120 S Florida Ave Deland FL 32720-5422 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Griffin McKean Phone: Email: gmckean@axon.com Fax:	nicholas mathis Phone: 3866267459 Email: mathisn@deland.org Fax: (904) 740-6842

Quote Summary

Program Length	60 Months
TOTAL COST	$27,496.80
ESTIMATED TOTAL W/ TAX	$27,496.80

Discount Summary

Average Savings Per Year	$1,286.52
TOTAL SAVINGS	$6,432.60

Payment Summary

Date	Subtotal	Tax	Total
Apr 2024	$8,324.88	$0.00	$8,324.88
Apr 2025	$4,792.98	$0.00	$4,792.98
Apr 2026	$4,792.98	$0.00	$4,792.98
Apr 2027	$4,792.98	$0.00	$4,792.98
Apr 2028	$4,792.98	$0.00	$4,792.98
Total	**$27,496.80**	**$0.00**	**$27,496.80**

Quote Unbundled Price:	**$33,929.40**
Quote List Price:	**$31,198.20**
Quote Subtotal:	**$27,496.80**

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
IR2CB	Interview Room 2 Camera Essential	1	60	$565.49	$519.97	$458.28	$27,496.80	$0.00	$27,496.80
Total							**$27,496.80**	**$0.00**	**$27,496.80**

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Estimated Delivery Date
Interview Room 2 Camera Essential	50114	INTERVIEW - CAMERA - COVERT SENSOR	1	04/15/2024
Interview Room 2 Camera Essential	50114	INTERVIEW - CAMERA - COVERT SENSOR	1	04/15/2024
Interview Room 2 Camera Essential	50118	INTERVIEW - MIC - WIRED (STANDARD MIC)	1	04/15/2024
Interview Room 2 Camera Essential	50118	INTERVIEW - MIC - WIRED (STANDARD MIC)	1	04/15/2024
Interview Room 2 Camera Essential	50218	INTERVIEW - CAMERA - COVERT MAIN UNIT	1	04/15/2024
Interview Room 2 Camera Essential	50218	INTERVIEW - CAMERA - COVERT MAIN UNIT	1	04/15/2024
Interview Room 2 Camera Essential	50322	INTERVIEW - TOUCH PANEL PRO	1	04/15/2024
Interview Room 2 Camera Essential	74056	INTERVIEW - TOUCH PANEL WALL MOUNT	1	04/15/2024
Interview Room 2 Camera Essential	74059	INTERVIEW - ENCLOSURE - MOTION SENSOR	1	04/15/2024
Interview Room 2 Camera Essential	74118	INTERVIEW - ENCLOSURE – THERMOSTAT	1	04/15/2024

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Interview Room 2 Camera Essential	50037	INTERVIEW - SOFTWARE - CLIENT (PER TOUCH PANEL-PC)	1	05/15/2024	05/14/2029
Interview Room 2 Camera Essential	50039	INTERVIEW - SOFTWARE - CLIENT MAINTENANCE (PER TOUCH PANEL-P	1	05/15/2024	05/14/2029
Interview Room 2 Camera Essential	50041	INTERVIEW - SOFTWARE - STREAMING SERVER LICENSE (PER SERVER)	1	05/15/2024	05/14/2029
Interview Room 2 Camera Essential	50043	INTERVIEW - SOFTWARE - STREAMING SERVER MAINTENANCE (PER SER	1	05/15/2024	05/14/2029
Interview Room 2 Camera Essential	50045	UNLIMITED INTERVIEW ROOM CLOUD STORAGE	2	05/15/2024	05/14/2029
Interview Room 2 Camera Essential	73840	EVIDENCE.COM BASIC ACCESS LICENSE	1	05/15/2024	05/14/2029

Services

Bundle	Item	Description	QTY
Interview Room 2 Camera Essential	85170	INTERVIEW - SERVICE - STANDARD INSTALL AND SETUP (PER ROOM)	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Interview Room 2 Camera Essential	50448	EXT WARRANTY, INTERVIEW ROOM	1	04/15/2025	05/14/2029

Payment Details

Apr 2024

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Upfront Hardware	IR2CB	Interview Room 2 Camera Essential	1	$4,224.26	$0.00	$4,224.26
Year 1	IR2CB	Interview Room 2 Camera Essential	1	$4,100.62	$0.00	$4,100.62
Total				**$8,324.88**	**$0.00**	**$8,324.88**

Apr 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	IR2CB	Interview Room 2 Camera Essential	1	$4,792.98	$0.00	$4,792.98
Total				**$4,792.98**	**$0.00**	**$4,792.98**

Apr 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	IR2CB	Interview Room 2 Camera Essential	1	$4,792.98	$0.00	$4,792.98
Total				**$4,792.98**	**$0.00**	**$4,792.98**

Apr 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	IR2CB	Interview Room 2 Camera Essential	1	$4,792.98	$0.00	$4,792.98
Total				**$4,792.98**	**$0.00**	**$4,792.98**

Apr 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	IR2CB	Interview Room 2 Camera Essential	1	$4,792.98	$0.00	$4,792.98
Total				**$4,792.98**	**$0.00**	**$4,792.98**

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

12/12/2023

ATLANTIX Global | CABLExpress

DIVISIONS OF CXTEC

Quote#	11357239	**Prepared By:**	Mike Nardella 315-883-3784 michael.nardella@cxtec.com
Expires:	12/21/2023		

Requested By:	Ship To:	Bill To:
City of DeLand Stan Winzer Fax:	Stan Winzer 120 S Florida Ave De Land, FL 32720 United States	Stan Winzer PO Box 449 De Land, FL 32721 United States

QTY	CX Part No.	Description	Unit Price	Ext Price
1	417105	WINDOWS SERVER 2022 DATACENTER - 16 CORE (NCE COM BAS PER 1TM)	$6,075.00	$6,075.00
20	406315	WINDOWS SERVER 2022 - 1 USER CAL (PERP PRE-PAID)	$45.00	$900.00
			Subtotal	$6,975.00

Payment Terms: 30 Days
Check/ACH/wire payment. All net terms are subject to standard terms and conditions.

Combined Subtotals	$6,975.00
TOTAL PURCHASE PRICE	$6,975.00

Shipping Information

Priority	GROUND	**Terms**	Prepaid & Add
Carrier	UPS	**FOB**	Origin/Shipping

Terms & Conditions
Shipping Information: To accommodate your shipping preferences, CXtec will make every effort to bill your freight carrier account directly. Sometimes we are unable to comply with this request due to limitations based on carrier availability, shipment weight, or other circumstances. When this occurs, CXtec will ensure that the product is shipped to you in the most economical way and will inform you of any associated costs subject to additional billing.

Freight charges are prepaid & add, Syracuse, NY.

Warranty Information: equal2new® Products carry a lifetime warranty on parts and labor to the original End User purchaser.

CABLExpress® products carry a limited lifetime warranty on parts and labor to the original End User purchaser.

New Equipment and Premise Wiring Product: CXtec warrants that any item will be in compliance with the original manufacturer's warranty from the date of shipment.

CXtec
400 South Salina St
Suite 201
Syracuse NY 13202
www.cxtec.com
www.cablexpress.com

North American Offices:	315.476.3000
North American Fax:	315.455.1800
International Offices:	011.315.476.3100
International Fax:	011.315.455.1800

Alteration, abuse or misuse voids all warranties. Some products may have extended warranties available or may have warranties exceeding the standards listed.

Return Information: All returns must be pre-approved, issued a Return Material Authorization # prior to returning, and shipped prepaid to CXtec. Returnable items may be subject to a restocking fee. Opened products, custom cables, bulk cable, connectors, tools, test equipment, configured products, special orders, discontinued items, and items held more than 30 days are not returnable.

Payment Information: CXtec standard terms are net 30 for customers with approved credit. An account can be established by submitting a completed credit application (available upon request). Instant credit will be extended for companies favorably rated by D&B. All purchase orders must be for the full purchase price plus taxes and freight as applicable.

Billing Information: CXtec utilizes electronic invoicing practices, and will email all invoices to the "Bill To" contact referenced on the customer's purchase order.

Confidentiality Notice: This document, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender and destroy all copies of the original document.

All orders subject to Terms and Conditions located at https://www.cxtec.com/hubfs/Common%20Assets/CXtecTermsandConditions.pdf.

Payments made by credit cards will be subject to applicable credit card surcharges.

Exempt from sales tax? If so, please forward a copy of your company's sales tax exemption forms when placing your order, to avoid being charged sales tax.

Customer Signature for Quote 11357239	**Date**	**Purchase Order Number**

The person signing above is authorized to approve this purchase.
All amounts are in US Dollars.
equal2new prices and product availability are subject to market fluctuations. Prices on new items are subject to manufacturer price variations.

CXtec
400 South Salina St
Suite 201
Syracuse NY 13202
www.cxtec.com
www.cablexpress.com

North American Offices: 315.476.3000
North American Fax: 315.455.1800
International Offices: 011.315.476.3100
International Fax: 011.315.455.1800

Department of Justice (DOJ)

Office of Justice Programs

Bureau of Justice Assistance

Washington, D.C. 20531

Name and Address of Recipient:	CITY OF DELAND 120 S FLORIDA AVE
City, State and Zip:	DELAND, FL 32720
Recipient UEI:	J2N4T56E6SN1
Project Title: Interview Upgrades	**Award Number:** 15PBJA-23-GG-03239-JAGX
Solicitation Title: BJA FY 23 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation	
Federal Award Amount: $17,479.00	**Federal Award Date:** 9/22/23
Awarding Agency: **Funding Instrument Type:**	Office of Justice Programs Bureau of Justice Assistance Grant
Opportunity Category: D **Assistance Listing:** 16.738 - Edward Byrne Memorial Justice Assistance Grant Program	
Project Period Start Date: 10/1/22	**Project Period End Date:** 9/30/24
Budget Period Start Date: 10/1/22	**Budget Period End Date**: 9/30/24
Project Description: The Deland Police Department intends to use the 2023 JAG grant to replace the current outdated and failing system with an interview technology platform. The state-of-the-art platform will provide the police department with a solution on numerous fronts.	

Award Letter

September 22, 2023

Dear THERESA BROOKS,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by CITY OF DELAND for an award under the funding opportunity entitled 2023 BJA FY 23 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation. The approved award amount is $17,479.
Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven’t already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Maureen Henneberg
Deputy Assistant Attorney General

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance to give assurances that they will comply with those laws. Taken together, these civil rights laws prohibit recipients of federal financial assistance from DOJ from discriminating in services and employment because of race, color, national origin, religion, disability, sex, and, for grants authorized under the Violence Against Women Act, sexual orientation and gender identity. Recipients are also prohibited from discriminating in services because of age. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with DOJ awards, see https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm.

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria.

These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a nondiscriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOPs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEOP requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5).

The OCR is available to help you and your organization meet the civil rights requirements that are associated with DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to contact the OCR at askOCR@ojp.usdoj.gov.

Memorandum Regarding NEPA

NEPA Letter Type

OJP - Ongoing NEPA Compliance Incorporated into Further Developmental Stages

NEPA Letter

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party.? Accordingly,?prior to obligating?funds for any of the specified activities, the grantee must first determine if any of the specified activities will be?funded by the grant.

The specified activities requiring environmental analysis are:

a. New construction;

b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;

c.? A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;

d.? Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and

e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information about Mitigation Plan requirements, please see https://www.bja.gov/Funding/nepa.html.

NEPA Coordinator

First Name	Middle Name	Last Name
Orbin		Terry

Award Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Recipient Information

Recipient Name
CITY OF DELAND

UEI
J2N4T56E6SN1

Street 1
120 S FLORIDA AVE

Street 2

City
DELAND

State/U.S. Territory
Florida

Zip/Postal Code
32720

Country
United States

County/Parish

Province

Award Details

Federal Award Date
9/22/23

Award Type
Initial

Award Number
15PBJA-23-GG-03239-JAGX

Supplement Number
00

Federal Award Amount
$17,479.00

Funding Instrument Type
Grant

Assistance Listing Number	Assistance Listings Program Title
16.738	Edward Byrne Memorial Justice Assistance Grant Program

Statutory Authority
Title I of Public Law 90-351 (generally codified at 34 U.S.C. 10101-10726), including subpart 1 of part E (codified at 34 U.S.C. 10151-10158); see also 28 U.S.C. 530C(a)

[X]
I have read and understand the information presented in this section of the Federal Award Instrument.

Project Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Solicitation Title
2023 BJA FY 23 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation

Awarding Agency
OJP

Program Office
BJA

Application Number
GRANT13940063

Grant Manager Name
Patrick Fines

Phone Number
202-598-7516

E-mail Address
Patrick.Fines@usdoj.gov

Project Title
Interview Upgrades

Performance Period Start Date
10/01/2022

Performance Period End Date
09/30/2024

Budget Period Start Date
10/01/2022

Budget Period End Date
09/30/2024

Project Description
The Deland Police Department intends to use the 2023 JAG grant to replace the current outdated and failing system with an interview technology platform. The state-of-the-art platform will provide the police department with a solution on numerous fronts.

[X]
I have read and understand the information presented in this section of the Federal Award Instrument.

Financial Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

[X]
I have read and understand the information presented in this section of the Federal Award Instrument.

Award Conditions

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

1

Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards

Consistent with Executive Order 14074, “Advancing Effective, Accountable Policing and Criminal Justice Practices To Enhance Public Trust and Public Safety,” OJP has prohibited the use of federal funds under this award for purchases or transfers of specified equipment by law enforcement agencies. In addition, OJP requires the recipient, and any subrecipient (“subgrantee”) at any tier, to put in place specified controls prior to using federal funds under this award to acquire or transfer any property identified on the “controlled equipment” list. The details of the requirement are posted on the OJP web site at https://www.ojp.gov/funding/explore/prohibited-and-controlled-equipment (Award condition: Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards), and are incorporated by reference here.

2

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

3

Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

4

Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2022 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2022 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2022 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at https://ojp.gov/funding/Part200UniformRequirements.htm.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

5

Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

6

Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

7

Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at https://ojp.gov/financialguide/DOJ/index.htm), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

8

Compliance with general appropriations-law restrictions on the use of federal funds (FY 2022)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2022, are set out at https://www.ojp.gov/funding/Explore/FY22AppropriationsRestrictions.htm, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

9

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at https://www.ecfr.gov/cgi-bin/ECFR?page=browse), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

10

Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

11

Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqts.htm), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

12

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

13

Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

14

Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (https://www.e-verify.gov/) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

15

OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-and-subgrantees.

16

Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at https://ojp.gov/funding/Explore/Interact-Minors.htm (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

17

Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

18

Required training for Grant Award Administrator and Financial Manager

The Grant Award Administrator and all Financial Managers for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after October 15, 2020, will satisfy this condition.

In the event that either the Grant Award Administrator or a Financial Manager for this award changes during the period of performance, the new Grant Award Administrator or Financial Manager must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after the date the Entity Administrator enters updated Grant Award Administrator or Financial Manager information in JustGrants. Successful completion of such a training on or after October 15, 2020, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at https://onlinegfmt.training.ojp.gov/. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

19

Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

20

Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

21

Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

22

Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

23

Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

24

All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at https://ojp.gov/funding/Explore/SubawardAuthorization.htm (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

25

Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed $250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, $250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed $250,000)), and are incorporated by reference here.

26

Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

27

Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of funding.

28

Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at https://oig.justice.gov/hotline/contact-grants.htm (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at https://oig.justice.gov/hotline.

29

Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at https://www.sam.gov/. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at https://ojp.gov/funding/Explore/SAM.htm (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

30

Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

31

Justice Information Sharing

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https:/ / it.ojp.gov/ gsp_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

32

Avoidance of duplication of networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the recipient can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

33

Law enforcement task forces - required training

Within 120 days of award acceptance, each current member of a law enforcement task force funded with award funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, must complete required online (internet-based) task force training. Additionally, all future task force members must complete this training once during the period of performance for this award, or once every four years if multiple OJP awards include this requirement.

The required training is available free of charge online through the BJA-funded Center for Task Force Integrity and Leadership (www.ctfli.org). The training addresses task force effectiveness, as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. If award funds are used to support a task force, the recipient must compile and maintain a task force personnel roster, along with course completion certificates.

Additional information regarding the training is available through BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).

34

Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

35

Any written, visual, or audio publications funded in whole or in part under this award, with the exception of press releases, shall contain the following statements: "This project was supported by Grant No. <AWARD_NUMBER> awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities.

36

Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service: "This Web site is funded in whole or in part through a grant from the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)." The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

37

Verification and updating of recipient contact information

The recipient must verify its Grant Award Administrator, Financial Manager, and Authorized Representative contact information in JustGrants, including telephone number and e-mail address. If any information is incorrect or has changed, the award recipient’s Entity Administrator must make changes to contact information through DIAMD. Instructions on how to update contact information in JustGrants can be found at https://justicegrants.usdoj.gov/training/training-entity-management.

38

Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA.

The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are:

a. New construction;

b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;

c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;

d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and

e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at https://bja.gov/Funding/nepa.html, for programs relating to methamphetamine laboratory operations.

Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

39

Recipients utilizing award funds for forensic genealogy testing must adhere to the United States Department of Justice Interim Policy Forensic Genealogical DNA Analysis and Searching (https://www.justice.gov/olp/page/file/1204386/download), and must collect and report the metrics identified in Section IX of that document to BJA.

40

Establishment of trust fund

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish a trust fund account. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The trust fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The recipient also agrees to obligate the award funds in the trust fund (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.

41

All State and Local JAG recipients must submit quarterly Federal Financial Reports (SF-425). Additionally, State JAG and Local JAG Category Two ($25K or more) must submit semi-annual performance reports through JustGrants and Local JAG Category One (Less than $25K) must submit annual performance reports through JustGrants. Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, the recipient must provide data that measure the results of its work. The recipient must submit quarterly performance metrics reports through BJA's Performance Measurement Tool (PMT) website: https://bjapmt.ojp.gov/. For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage (https://bjapmt.ojp.gov/help/jagdocs.html). Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High Risk designation.

42

Required data on law enforcement agency training

Any law enforcement agency receiving direct or sub-awarded funding from this JAG award must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.

43

Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after October 1, 2022

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (October 1, 2022), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via an Award Condition Modification (ACM)). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Except to the extent (if any) that an award condition expressly precludes reimbursement of project costs incurred "at-risk," if and when the recipient makes a valid acceptance of this award and OJP removes each applicable withholding condition through an Award Condition Modification (ACM), the recipient is authorized to obligate (federal) award funds to reimburse itself for project costs incurred "at-risk" earlier during the period of performance (such as project costs incurred prior to award acceptance or prior to removal of an applicable withholding condition), provided that those project costs otherwise are allowable costs under the award.

44

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS. With the exception of Forensic Genetic Genealogy, no profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS. Booking agencies should work with their state CODIS agency to ensure all requirements are met for participation in Rapid DNA (see National Rapid DNA Booking Operational Procedures Manual).

45

Submission of eligible records relevant to the National Instant Background Check System

Consonant with federal statutes that pertain to firearms and background checks -- including 18 U.S.C. 922 and 34 U.S.C. ch. 409 -- if the recipient (or any subrecipient at any tier) uses this award to fund (in whole or in part) a specific project or program (such as a law enforcement, prosecution, or court program) that results in any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the National Instant Background Check System (NICS), or that has as one of its purposes the establishment or improvement of records systems that contain any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS, the recipient (or subrecipient, if applicable) must ensure that all such court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS are promptly made available to the NICS or to the "State" repository/database that is electronically available to (and accessed by) the NICS, and -- when appropriate -- promptly must update, correct, modify, or remove such NICS-relevant "eligible records".

In the event of minor and transitory non-compliance, the recipient may submit evidence to demonstrate diligent monitoring of compliance with this condition (including subrecipient compliance). DOJ will give great weight to any such evidence in any express written determination regarding this condition.

46

Prohibition on use of award funds for match under BVP program

JAG funds may not be used as the 50% match for purposes of the DOJ Bulletproof Vest Partnership (BVP) program.

47

Certification of body armor "mandatory wear" policies, and compliance with NIJ standards

If recipient uses funds under this award to purchase body armor, the recipient must submit a signed certification that each law enforcement agency receiving body armor purchased with funds from this award has a written "mandatory wear" policy in effect. The recipient must keep signed certifications on file for any subrecipients planning to utilize funds from this award for ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any funds from this award may be used by an agency for body armor. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty.

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards, and is listed on the NIJ Compliant Body Armor Model List. In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information and the NIJ Compliant Body Armor List may be found by following the links located on the NIJ Body Armor page: https://nij.ojp.gov/topics/equipment-and-technology/body-armor

48

Extreme risk protection programs funded by JAG must include, at a minimum: pre-deprivation and post-deprivation due process rights that prevent any violation or infringement of the Constitution of the United States, including but not limited to the Bill of Rights, and the substantive or procedural due process rights guaranteed under the Fifth and Fourteenth Amendments to the Constitution of the United States, as applied to the States, and as interpreted by State courts and United States courts (including the Supreme Court of the United States). Such programs must include, at the appropriate phase to prevent any violation of constitutional rights, at minimum, notice, the right to an in-person hearing, an unbiased adjudicator, the right to know opposing evidence, the right to present evidence, and the right to confront adverse witnesses; the right to be represented by counsel at no expense to the government; pre-deprivation and post-deprivation heightened evidentiary standards and proof which mean not less than the protections afforded to a similarly situated litigant in Federal court or promulgated by the State's evidentiary body, and sufficient to ensure the full protections of the Constitution of the United States, including but not limited to the Bill of Rights, and the substantive and procedural due process rights guaranteed under the Fifth and Fourteenth Amendments to the Constitution of the United States, as applied to the States, and as interpreted by State courts and United States courts (including the Supreme Court of the United States). The heightened evidentiary standards and proof under such programs must, at all appropriate phases to prevent any violation of any constitutional right, at minimum, prevent reliance upon evidence that is unsworn or unaffirmed, irrelevant, based on inadmissible hearsay, unreliable, vague, speculative, and lacking a foundation; and penalties for abuse of the program.

49

Expenditures prohibited without waiver

No funds under this award may be expended on the purchase of items prohibited by the JAG program statute, unless, as set forth at 34 U.S.C. 10152, the BJA Director certifies that extraordinary and exigent circumstances exist, making such expenditures essential to the maintenance of public safety and good order.

50

FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of $30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at https://ojp.gov/funding/Explore/FFATA.htm (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than $30,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

51

Exceptions regarding Prohibited and Controlled Equipment under OJP awards

Notwithstanding any provision to the contrary in the other terms and conditions of this award, including in the condition regarding "Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards," the requirements for the “Transfer/Sale of Award-Funded Controlled Equipment to Other LEAs” and the requirements for the “Transfer/Sale of Award-Funded Controlled Equipment to NON-LEAs” do not apply to this award.

52

The recipient agrees that no funds under this grant award (including via subcontract or subaward, at any tier) may be used for unmanned aircraft systems (UAS), which includes unmanned aircraft vehicles (UAV), or for any accompanying accessories to support UAS.

53

Initial period of performance; requests for extension.

The recipient understands that for award amounts of less than $25,000 under JAG (Category 1), the initial period of performance of the award is two years. The recipient further understands that any requests for an extension of the period of performance for an award of less than $25,000 will be approved automatically for up to a total of two additional years, pursuant to 34 U.S.C. 10152(f) and in accordance with the program solicitation associated with this award.

Any request for an extension of the period of performance beyond a four-year award period will require approval, and the approval (if any) will be at the discretion of the Director of BJA.

54

Applicants must ensure that Limited English Proficiency persons have meaningful access to the services under this program(s). National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI and the Safe Streets Act, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation when necessary. The U.S. Department of Justice has issued guidance for grantees to help them comply with Title VI requirements. The guidance document can be accessed on the Internet at www.lep.gov.

55

Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

56

Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

57

Compliance with 28 C.F.R. Part 23

With respect to any information technology system funded or supported by funds under this award, the recipient (and any subrecipient at any tier) must comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 34 U.S.C. 10231(c)-(d). The recipient may not satisfy such a fine with federal funds.

58

Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

59

Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

60

The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

61

The recipient understands that, in accepting this award, the Authorized Representative declares and certifies, among other things, that he or she possesses the requisite legal authority to accept the award on behalf of the recipient entity and, in so doing, accepts (or adopts) all material requirements that relate to conduct throughout the period of performance under this award. The recipient further understands, and agrees, that it will not assign anyone to the role of Authorized Representative during the period of performance under the award without first ensuring that the individual has the requisite legal authority.

62

In accepting this award, the recipient agrees that grant funds cannot be used for Facial Recognition Technology (FRT) unless the recipient has policies and procedures in place to ensure that the FRT will be utilized in an appropriate and responsible manner that promotes public safety, and protects privacy, civil rights, and civil liberties and complies with all applicable provisions of the U.S. Constitution, including the Fourth Amendment’s protection against unreasonable searches and seizures and the First Amendment’s freedom of association and speech, as well as other laws and regulations. Recipients utilizing funds for FRT must make such policies and procedures available to DOJ upon request.

63

Withholding of funds for Required certification from the chief executive of the applicant government

The recipient may not expend or draw down any award funds until the recipient submits the required "Certifications and Assurances by the Chief Executive of the Applicant Government," properly-executed (as determined by OJP), and an Award Condition Modification has been issued to remove this condition.

[X]
I have read and understand the information presented in this section of the Federal Award Instrument.

Award Acceptance

Declaration and Certification to the U.S. Department of Justice as to Acceptance

By checking the declaration and certification box below, I--

A. Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant.

B. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this award acceptance: (1) I have conducted or there was conducted (including by applicant's legal counsel as appropriate and made available to me) a diligent review of all terms and conditions of, and all supporting materials submitted in connection with, this award, including any assurances and certifications (including anything submitted in connection therewith by a person on behalf of the applicant before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of the applicant.

C. Accept this award on behalf of the applicant.

D. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Agency Approval

Title of Approving Official	Name of Approving Official	Signed Date And Time
Deputy Assistant Attorney General	Maureen Henneberg	9/20/23 12:30 AM

Authorized Representative

Declaration and Certification

Entity Acceptance

Title of Authorized Entity Official
Grants Coordinator

Name of Authorized Entity Official
THERESA BROOKS

Signed Date And Time
9/26/2023 7:08 PM

CITY OF DELAND
Request for Commission Action
January 3, 2024

SUBJECT: Resolution Naming the Athletic Director Box at Conrad Park in Honor of Jeff Altier.

DEPARTMENT: Admin Services

PREPARED BY: Michael Grebosz, Asst. City Manager

ATTACHMENTS: Resolution

APPROVED BY: Michael Grebosz, Asst. City Manager, December 21, 2023

SUMMARY/HIGHLIGHT:

According to the existing policy on naming of city facilities that was adopted in 2001, city staff would like to recommend naming the Athletic Director Box at Conrad Park, the Jeff Altier Box, in honor of retired Stetson University Athletic Director Jeff Altier.

Jeff has opened or enhanced the Mandy Stoll Tennis Center, Wilson Athletic Center, Melching Field at Conrad Park, Patricia Wilson Field, the Athletic Training Center, Cooper Beach Volleyball Courts, Edinger Golf Practice Facility and the Sandra Stetson Aquatic Center. Jeff is also responsible for bringing back Hatter Football after a 57-year hiatus, and adding Women's lacrosse and beach volleyball programs. Jeff has served on the National Association of College Directors of Athletics (NACDA) Division IAAA board of directors, NCAA Academics Eligibility Compliance Cabinet, NCAA Leadership Council, NCAA Baseball selection committee, and as the NCAA Basketball Tournament Director, and has been Chairman of the NCAA College World Series, President of DeLand Rotary Club and Vice President of the DeLand Sports Redevelopment Association. Jeff was recognized as Under Armour Southeast Region Division I Athletic Director of the year in 2011 and has received the ASUN Conference Stellar Service Award in 2020.

The City wishes to extend to Jeff its congratulations for his distinguished 27 years of service, and best wishes for continued success in the future. In honor of Jeff Altier's commitment and dedication to this community, a Resolution has been drafted requesting that the City Commission dedicate the Athletic Director Box at Conrad Park in his honor.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

N/A

SUSTAINABILITY:

N/A

FISCAL IMPACT:

Minor cost of replacing the interior door signage.

RECOMMENDATION:

Staff recommends that the City Commission adopt the Resolution dedicating the Athletic Director Box at Conrad Park in honor of Jeff Altier.

BACKGROUND/DISCUSSION:

In honor of Jeff Altier's commitment and dedication to this community, the City Commission desires to dedicate the Athletic Director Box at Conrad Park in his honor.

The CITY OF DELAND

Volusia County, Florida

RESOLUTION NO. 2024 -

A RESOLUTION OF THE CITY COMMISSION OF DELAND, FLORIDA, NAMING THE ATHLETIC DIRECTOR BOX AT CONRAD PARK IN HONOR OF FORMER STETSON UNIVERSITY ATHLETIC DIRECTOR JEFF ALTIER FOR HIS CONTRIBUTIONS AND SERVICE TO THE CITY OF DELAND; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in 1996 President Doug Lee appointed Jeff Altier to the post of Stetson University Director of Athletics; and

WHEREAS, Jeff has opened or enhanced the Mandy Stoll Tennis Center, Wilson Athletic Center, Melching Field at Conrad Park, Patricia Wilson Field, the Athletic Training Center, Cooper Beach Volleyball Courts, Edinger Golf Practice Facility and the Sandra Stetson Aquatic Center; and

WHEREAS, Jeff is also responsible for bringing back Hatter Football after a 57-year hiatus, and adding Women’s lacrosse and beach volleyball programs; and

WHEREAS, Jeff has served on the National Association of College Directors of Athletics (NACDA) Division IAAA board of directors, NCAA Academics Eligibility Compliance Cabinet, NCAA Leadership Council, NCAA Baseball selection committee, and as the NCAA Basketball Tournament Director, and has been Chairman of the NCAA College World Series, President of DeLand Rotary Club and Vice President of the DeLand Sports Redevelopment Association; and

WHEREAS, Jeff was recognized as Under Armour Southeast Region Division I Athletic Director of the year in 2011 and has received the ASUN Conference Stellar Service Award in 2020;

WHEREAS, this Commission deems it fitting and proper that they honor Jeff Altier and recognize his amazing accomplishments in athletics at Stetson University and his tireless efforts in support of this community and his dedication to its betterment; and

WHEREAS, this Commission wishes to extend to Jeff its congratulations for his distinguished 27 years of service, and best wishes for continued success in the future; and

WHEREAS, in honor of Jeff Altier’s commitment and dedication to this community, the City Commission desires to dedicate the Athletic Director Box at Conrad Park in his honor.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF DELAND, FLORIDA:

Section 1. The City of DeLand wants to honor Jeff Altier and his family for his years of service to the City of DeLand and its citizens.

Section 2. The Athletic Director Box at Conrad Park is hereby dedicated, named and shall be known as the “Jeff Altier Box.”

Section 3. A copy of this Resolution shall be spread upon the minutes of the City Commission of the City of DeLand.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND DULY ADOPTED this 3rd day of January, 2024.

____
Christopher M. Cloudman
Mayor - Commissioner

Attest:

____
Julie A. Hennessy, City Clerk - Auditor

CITY OF DELAND
Request for Commission Action
January 3, 2024

SUBJECT: Consideration re Gateway Grant for Property Located at 302 South Woodland Boulevard.

DEPARTMENT: Community Development

PREPARED BY: Nick Conte, Economic Dev. Manager

ATTACHMENTS: GatewayGrantapplication-302sWoodland, 302 S Woodland Aerial

APPROVED BY: Michael Grebosz, Asst. City Manager, December 21, 2023

SUMMARY/HIGHLIGHT:

The applicant, SOHO Holding Group, has requested a Gateway Grant in the amount of $5,000 for work involving exterior improvements (pressure washing, and painting) for the building located at 302 S. Woodland Blvd. The estimated total cost of the proposed work is $25,000. The City's Historic Resource Coordinator has approved the proposed colors as they are on the list approved by the Historic Preservation Board. The MainStreet DeLand Design Committee has reviewed the application and recommended its approval. They have suggested that the owner consider replacing the panelled-over windows facing S. Woodland with windows or otherwise made to look as a more natural part of the building.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

Preserving "Sense of Community" as a key asset.

SUSTAINABILITY:

NA

FISCAL IMPACT:

The grant request is for the maximum allowance of $5,000.

RECOMMENDATION:

Staff recommends that the City Commission approve the Gateway Grant request at the amount of $5,000.

BACKGROUND/DISCUSSION:

Matching Grants are available to property owners that renovate properties in the Gateway Districts in the City of DeLand. Properties within the Downtown CRA District are excluded from the gateway classifications and, therefore, are not eligible to apply for Gateway Grant funding. Eligible projects may receive awards of up to 50% of the total project cost with no single grant exceeding $5,000.

December 1, 2023

SOHO Holding Group LLC.
Julie Maurer
245 West Plymouth Avenue
DeLand, FL 32720

RE: 302 South Woodland Blvd., Deland, FL 32720 - Improvements

Dear madams / Sirs,

Please see the following attached with regards to the Gateway Grant for the above referenced property:

- Completed Gateway Grant Application 2023-2024
- Proposal for pressure washing and painting of exterior building.
- Recent photos of building located on property.
- Samples of color scheme – Approved City of DeLand Colors
- Sample of Victorian Home used as inspiration for project.

The above-mentioned property is located within the Core Gateway Area, just outside of the Downtown CRA District, in the City of DeLand, FL. The building, located on the Southwest corner of Woodland Blvd. and Voorhis is one of the first structures to greet incoming traffic from the south, and the last to be viewed upon exiting the beautiful DeLand Downtown Historic District. With the detailed improvements, this property will be a memorable landmark for residents and visitors alike.

The building is currently entirely white in color and in need of pressure washing and repainting, as old paint is flaking in several areas, exposing raw material. The sign in front of the home is faded. The improvement plans are as follows:

- Building body – Shagreen
- Building Trim – Tansy Green
- Doors / Window Frames and detail pieces - Sandbank

In addition to the repainting, a new roof is scheduled to be installed within 30 days of the date of this letter.

Please feel free to contact me for further information if needed.

Thank you for your consideration.

Kind regards,

Julie A. Maurer

Julie A. Maurer

GATEWAY GRANT APPLICATION
2023 - 2024

Property Address: 302 S. Woodland Blvd., Deland, FL 32720
Project Description: Exterior Paint & Pressure wash
Owner's Name: Julie Maurer / Scho Holding Group LLC
Owner's Address: 245 W. Plymouth Ave, Deland, FL 32720
Phone: 386-315-5180
E-Mail Address: SchoHoldingGroup@gmail.com
Applicant's Name: Julie A. Maurer
Applicant's Address: 245 W. Plymouth Ave, Deland, FL 32720
Phone: 386-315-5180
E-Mail Address: JulieMaurerFlorida@gmail.com
Type of Improvement Planned: Pressure wash & Repaint Exterior of Building, including garage
Estimated Cost of Project: $ 25,000 Amount Requested $ 5000.00

(Maximum grant award of $5,000; cannot be more than 50% of project cost) Attach detailed outline of proposed work, including:

1. Photographs clearly showing existing conditions.
2. Detailed drawing to approximate scale, showing proposed improvements.
3. Samples of proposed colors to be used on building and signs, if applicable.
4. Landscape plans, if applicable.
5. Project budget with at least three (3) contractor estimates.

AGREEMENT

I understand that in order for my request for funding to be approved, I must agree to follow the recommendations of the City Commission and comply with the following:

1. Gateway grants apply only to those commercial structures and buildings within the designated gateway areas.
2. Only projects which have not received grant funds within the past FIVE (5) years will be given consideration.
3. It is the responsibility of the owner or APPLICANT to obtain all required permits from the city ***BEFORE*** beginning any work. No reimbursements will be made without the proper permits before work begins.
4. Project work must begin within 45 days after the building permit is issued.
5. Monies are for improvements only and will be reimbursed upon completion of work. In-Kind expenses are not reimbursable.
6. For projects where the applicant is not the property owner, the applicant must obtain approval in writing that the property owner concurs with the execution of the proposed work.

NO PROJECT WORK MAY BEGIN WITHOUT:

1. City Commission approval.
2. Signed Contract Documents.
3. All required development orders and permits.
4. Unapproved deviations from the approved proposal will void funding.

Grantees are responsible for meeting with the City Planning Officials and/or Building Officials prior to grant application to find out the legal needs, permits, etc. Grantee must comply with all relevant requirements. Grantee is responsible for making certain that their contractors have pulled the proper permits.

Julie L. Maurer
Applicant

December 1, 2023
Date

GATEWAY GRANT CONTRACT

This agreement is made and entered into this ______day of __________________, by and between the City of DeLand and SoHO Holding Group LLC (hereinafter "Applicant"), for a grant project on the property located at 302 S. Woodland Blvd for and in consideration of the mutual covenants expressed herein and other good and valuable considerations. The adequacy of which is hereby acknowledged, the parties agree as follows:

APPLICANT AGREES:

A. To perform the work for the project, set forth in the specifications attached hereto and made a part hereof, in a workmanlike manner and all work shall be done in strict conformance with all applicable federal, state, county and city codes, laws, regulations and ordinances. If a Contractor (s) is hired by the applicant for this project, the applicant bears responsibility to the Contractor(s) for cost of the project.

B. To complete the approved project and submit to the City of DeLand all documentation specified as necessary to receive payment no later than September 30th of the grant award year, including such extensions as may be granted by the City in writing.

C. To maintain, with no substantial changes, the improvements for ten (10) years unless otherwise agreed to by the City Commission.

D. To hold harmless the City of DeLand and its individual employees and committee members, in the event of property damage, personal or physical injury occurring as a result of working on the project.

E. To submit proof of payment to the City of DeLand for any expenses incurred under the terms of this grant including but not necessarily limited to engineering survey costs, work performed by a contractor and construction material and landscaping expenses.

THE CITY AGREES:

A. The work in progress will be inspected by the City and the City will work with the property owner and the Contractor to ensure that the work meets the objectives of the Gateway Business Improvement Program. The City of DeLand will not be responsible for the quality of material and workmanship.

B. Reimbursement of $ 5000.00 (max of $5,000) shall be made by the City of DeLand to the Applicant upon completion of work, and the City of DeLand's on-site inspection and written acceptance of same. The applicant shall submit proof of payment to the City of DeLand for any item for which reimbursement is requested including professional services, costs of materials or work performed by a contractor.

WITNESS the hands and seals of the parties hereto the date first written above.

BY: ____

City of DeLand Community Development Director

BY: ____

Main Street DeLand Executive Director

BY: ____________________
Applicant

BY: ____________________
Owner


SW 6422
154-C2
Shagreen
Body
SW 6423
154-C4
Ryegrass
SW 6424
Tansy Green
Trim
SW 6430
155-C2
Great Green
SW 6431
Leapfrog


SW 6034
SW 6050
Abalone Shell
194-C1
SW 6051
Sashay Sand
194-C2
SW 6052
Sandbank
194-C3
Doors
Window frames
Accents
SW 6057
Malted Milk
195-C1

Julie Maurer
302 S Woodland Blvd
DeLand, FL 32720

J&B Painting Plus of Florida Inc
No Billing Address Defined
Go to Management > Company Settings
Phone: 386-236-8472

Proposal #	471548
Proposal Date	11/16/2023
Proposal Amount	$17,500.00
Job Address	302 S Woodland Blvd DeLand, FL 32720

Product / Service	Quantity	Price	Subtotal	Tax	Total
Exterior Painting Full Workers Compensation Coverage/$1,000,000 General Liability Insurance Scope of Work Pressure wash entire exterior of home. Apply clear sealer to entire exterior of home to ensure new paint will adhere properly. Any loos or peeling paint will be scraped off. Wood will be primed before top coated. After sealer is applied, caulk all exterior windows and fill cracks on entire exterior with elastomeric patch before paint is applied. After all prep work is complete, apply Sherwin Williams Superpaint to body of home and semi-gloss to all the trim, doors, and garage door. 3 Colors to be decided. All paint, labor, and materials to complete this job will be supplied by J&B Painting.	1.00	$17,500.00	$17,500.00	$0.00	$17,500.00
Option - Metal Rails Re-paint both sets of metal rails at the front door and the south side French doors with Sherwin Willaims DTM.	1.00	$1,500.00	$1,500.00	$0.00	—
Option - Wood Repair $55 an hour plus the cost of wood	1.00	$55.00	$55.00	$0.00	—

Subtotal	$17,500.00
Tax	$0.00
Total	$17,500.00

Terms and Conditions

We propose hereby to furnish material and labor - complete in accordance with above specifications.

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to the specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction. Client has a (3) day right to cancel without loss of deposit.

Sign And Date To Accept Proposal:

Customer Signature: Date:

Gmail

Julie Maurer <juliemaurerflorida@gmail.com>

REPAINT EXT ONLY HOUSE GARAGE TO MATCH 302 SOUTH WOODLAND BLVD deland fl 32721-4

3 messages

Kevin Vara <aaapaintinginc1@yahoo.com> Tue, Nov 28, 2023 at 8:20 PM
To: "JulieMaurerFlorida@gmail.com" <JulieMaurerFlorida@gmail.com>

11-28-23 PROPOSAL

AAA MASTER PAINTING LLC

POWERWASH EXT TOP TO BOTTOM / house, garage ext. only.

scrape loose paint on ext. body trim ceilings facia Sophat one side ext. doors.

1 coat full prime on body tinted to finish coat color 75% sprayed brushed in brush / roll application.

caulk all perimeters, all window all corner boards! to body of home. all were needed for finish look and protection. From rainwater.

reglaze windows were needed Ext only!

light sand boards where needed on body many layers existing paint on wood will show after finish coat. no lifting paints. From all the years NOT STRIPPING ALL PAINT scrape

pull screens paint put back if owner want them back.

not responsible for windows not opening from last painter will caulk shut if agreed.

1 coat topcoat, sprayed. brush rolled in on body Sophat facia windows doors ceilings on porch area.

porch floor full prime with a full cut roll topcoat

any glass cracked on windows not responsible if already cracked.

no brick painting keeps natural Look, spray 1 coat gloss sealer!   on brick ext.

no concrete painting on handy cap for safety slip

PAINT BEFORE NEW ROOF IS REPLACED then touch up after roof completed if needed.

prime metal rails paint 1 coat black on metal rails
paint fence to match body of home.

front yard sign paint to match

1 coat black on metal rails with spot prime

paint Latis and stairs on back south side of home

remove broken rotten gutters and down spouts. before power wash
talked about before to agree on areas.

spray awnings to match
paint chimney brick to match body final color.
NO SCREEN REPLACED
NO WOOD REPLACMENT EXTRA BY CARPENTER OF CHOICE SEPARATE BIDD
NEEDS STARTED AS PAINTING STARTS porch ceilings going blue or owners' choice of color.
up to 5 colors any intricate trim detail painting extra after job is complete hrly for high lights as talked about with JULIE.
color shown to Kevin by owner 2 coat system design talked about before start date.

DEC 2nd 2023 or when owner lets us start.

all materials LIFT rental Labor
ALL SHERWIN WILLIAMS PRODUCTS used. TOP LINE
for wood iron rails concrete already painted areas to completion

not to exceed $ 25,000.00 materials labor 25thousand


302

GATEWAY BUSINESS IMPROVEMENT PROGRAM
2023 - 2024

Matching Grants are available to property owners for improving the appearance of businesses located within DeLand's gateway districts. Eligible projects may receive Grant Awards of up to 50% of total project cost as a reimbursement for expenditures with no single grant exceeding $5,000. Only one project per premise (defined as a single parcel of property on the Volusia County Property Appraiser's Records) may be submitted. Upon recommendation by the MainStreet Grant Committee and the City of DeLand Community Development Department, the City Commission may award larger grants for exceptional projects.

GATEWAY AREAS

Section 33-36 of the City's Land Development code describes three gateway areas. Grants may be awarded to businesses (commercial, retail and service, industrial, warehouse, wholesale or office use) in the City limits within any of these three areas.

1. *Core Gateway District.* All areas encompassed by or located within the following described area except those within the Downtown DeLand Tax Increment District:

- Plymouth Avenue on the north, between Boundary and Hill Avenues
- Hill Avenue on the east, between Plymouth and Beresford Avenues
- Beresford Avenue on the south, between Hill and Boundary Avenues
- Boundary Avenue on the west, between Beresford and Plymouth Avenues
-

2. *Redevelopment Gateway District:* Properties on any of the following roadway segments:

- North Woodland Boulevard – from Plymouth Avenue to U.S. 92
- East New York Avenue – from Hill Avenue to Kepler Road
- South Woodland Avenue – from Beresford Avenue to SR 472
- West New York Avenue – from Boundary Avenue to the west corporate limit line
- SR 15A – from Beresford Avenue to Plymouth Avenue
-

3. *Emerging Gateway District:* Properties located on any of the following roadway segments:

- Kepler Road and Martin Luther King Blvd.- from US 92 to SR 472
- East New York Avenue (SR44) – from Hill Avenue to I-4
- West New York Avenue (SR44) – from SR 15A to the CSX Railroad
- SR 15A – from Plymouth Avenue to US 17
- SR 15A – from Beresford Avenue to US 17/92
- International Speedway Blvd. (US 92) – from US 17 to Old Daytona Road
- CR 92 – from US 17 to SR 15A
- Woodland Blvd. (US 17) – from International Speedway Blvd. to SR 15A
- Orange Camp Rd. – from US 17/92 to I-4
- County Rd 4139 – from SR 44 to I-4
- Taylor Rd. – from US 17/92 to Martin Luther King Blvd.
- Stone St. – from Plymouth Ave. north to CR 92
- Interstate 4 – from 600' north of SR 44 to 600' south of Orange Camp Rd.


Woodland


302

City of DeLand

302 S WOODLAND GATEWAY GRANT

CITY OF DELAND
Request for Commission Action
January 3, 2024

SUBJECT: Consideration re Task Assignment No.15, Amendment No.2-Entry Sign/Feature Design & Permitting.

DEPARTMENT: Public Works

PREPARED BY: Ray Underwood, Public Works Director

ATTACHMENTS: CPH Amendment No 2 to Task Assigment No 15, City of DeLand Change Order

APPROVED BY: Michael Pleus, City Manager, December 21, 2023

SUMMARY/HIGHLIGHT:

In December 2021, the City Commission awarded an agreement for professional services to CPH, Inc. to provide Entry Sign/Feature concepts which included landscaping and sign designs at six (6) locations throughout the City.

The subject Amendment # 2 to Task Assignment No. 15 includes the following services:

1. CPH will provide design and permitting services for (1) location on 17/92 that was denied by FDOT. An alternate location was selected and ultimately approved by FDOT.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

Sense of Communitiy

SUSTAINABILITY:

Green Infrastructure

FISCAL IMPACT:

Staff has negotiated a proposed fee of $5,688.00 to perform the professional services outlined in the attached Task Order. Funds are currently available for this Task Assignment.

RECOMMENDATION:

Staff recommends that the City Commission approve CPH Amendment #2 to Task Assignment No. 15 which includes design and permitting, in the total amount of $5,688.00.

BACKGROUND/DISCUSSION:

These additional services cover the new location that was chosen for the south gateway on 17/92. The original location was ultimately denied as it did not meet all of the Community Aesthetic Feature (CAF) requirements based on availability right of way, clear zone and traffic speeds.

TASK ASSIGNMENT NO. 15
Amendment No. 2

CITY OF DELAND
ENTRY SIGN / FEATURE

Design & Permitting

December 7, 2023

The following scope of services and associated compensation are based on work to be performed by CPH, LLC., herein after called "CPH" for the **Entry Sign / Feature Design and Permitting,** for the City of DeLand herein after called the "CITY". The proposed work is to be performed within the terms and conditions of the current continuing services agreement between CPH and The City of DeLand.

PROJECT DESCRIPTION

The CITY has requested CPH to provide design and permitting services for an additional location for the proposed Entry Sign / Feature Improvements at the locations: Within the median of US 17-92 near the intersection with Cliff Street. Because this area is outside the original project limits, CPH requires additional survey and utility locate services, as described herein, to complete the design and permitting with FDOT.

SCOPE OF SERVICES

Surveying Services

1.1 Topographic Survey

Perform a Topographic Survey as per Chapter 5J-17 of the Florida Administrative Code in compliance with the Standards of Practice of Surveying and Mapping of the State of Florida. See the area depicted in red on the attached "Survey Site Exhibit" for limits.

- Depict right of way geometry. The following will be used to depict the apparent right of way line for the project areas:
    - Right of way documentation
    - FDOT right of way maps
    - Field locate existing monumentation.
- Location of visible improvements within areas depicted in red on the attached "Survey Site Exhibit" together with underground utilities as designated by others.
- Establish two (2) site benchmarks for each area.
- A certified right of way map will ***not*** be provided.
- Evaluation of ownership and encumbrances, i.e., title reports, are not included in this scope of services.

1.2 Underground Utility Designation/Location:

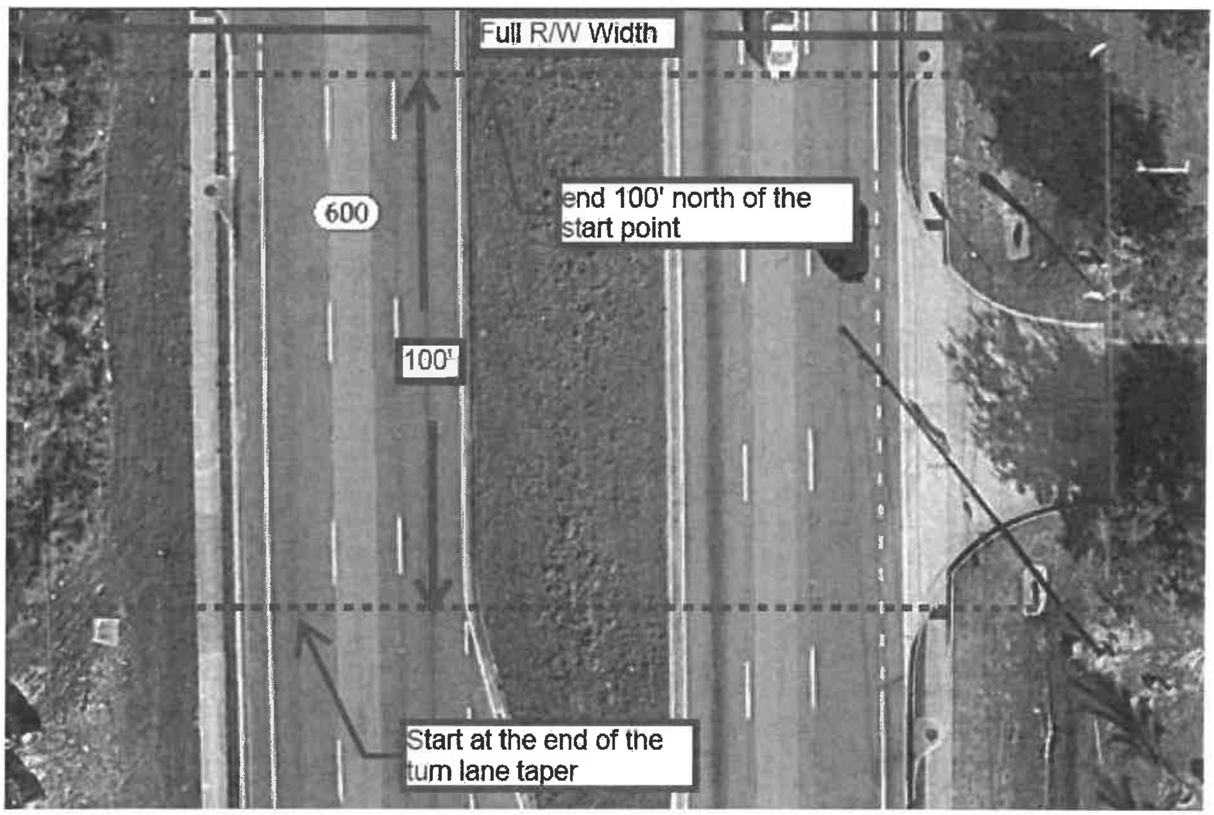
- Underground Utility Designation/Location to be performed by sub-consultant within the area depicted in red on the attached "Survey Site Exhibit".

State Plane: The project coordinate system will be based horizontally on the North American Datum 83 (NAD 83). The project will be referenced to state plane coordinates by field locating published control points.

Benchmarks and Horizontal Control: The project will be based on the North American Vertical Datum 88 (NAVD 88). The project will be referenced to these published elevations by field locating published benchmarks.

The following related services are not included in the scope of this proposal, and may or may not be required, but can be provided at an additional fee: Boundary Survey, ALTA/NSPS Land Title Survey, As-built Survey, Platting, Soil Borings, Sketch and Descriptions, Wetland Location/Delineation, Tree Location and Ordinary High Water/Mean High.

SURVEY SITE EXHIBIT



CITY-FURNISHED INFORMATION

It is understood that CPH will perform services under the sole direction of the CITY. In the performance of these services, CPH will coordinate its efforts with the City's Project Manager, or designated person and other project team members as required. The CITY shall provide CPH with available project-related technical data including that may be available and relevant to the project.,

CPH will rely upon the accuracy and completeness of City-furnished information in connection with the performance of services under this Agreement.

CPH will begin performance of the above services upon verbal authorization followed by written authorization within 7 days of the verbal authorization to proceed is received. The schedule is also subject to timely delivery of information by the City and is exclusive of City and stakeholder coordination of interim products. If the City requests that work under this agreement be stopped, the schedule is subject to renegotiation when written authorization to continue is received.

COMPENSATION

Labor

CPH will perform the Scope of Services contained in this Agreement as identified on each task, either lump sum or time and materials. Refer to the Standard Hourly Rate Schedule to be utilized on this project. The following is the breakdown of fees for each task. Tasks that are identified as Time and Materials (Hourly) have been provided an 'Upset Limit' (USL) budget. The City will be informed when the services are about to exceed this limit.

Phase No.	Phase Description	Billing Method	Fee
1.1	Topographic Survey	Lump Sum	$4,050.00
1.2	Underground Utility Designates (SUB)	Lump Sum	$1,638.00
		Total	**$5,688.00**

Reimbursable Expenses

In addition to the labor compensation outlined above, CPH shall be reimbursed directly for project specific expenditures such as, but not limited to travel, printing and reprographics, postage, and phone usage.

SERVICES NOT INCLUDED

The following services are not anticipated and, therefore, not included in this Agreement at this time:

- Storm Water Analysis or Design
- Traffic Studies
- Environmental Studies
- Special meetings with agencies or other consultants not normally required to perform the work described in the Scope of Services, except those meetings specifically identified in the above Scope of Work
- Any other issues not specifically described in this proposal

Should work be required in any of these areas, or areas not previously described, CPH will prepare a proposal or amendment, at the CITY's request, that contains the Scope of Services, fee, and schedule required to complete the additional work item.

SIGNATURE BLOCKS

ATTEST:

____
Printed Name: Patricia Hunt
Title: Secretary
Authorized Signatory Of Entity

CPH, Inc.

By: ______________________________
Printed Name: Kurt R. Luman, Jr., P.E.
Title: Sr. Vice President/Associate
Authorized Signatory Of Entity

ATTEST:

____
Julie A. Hennessy, MMC
City Clerk - Auditor

CITY OF DELAND

By: ______________________________
Chris Cloudman
Mayor - Commissioner
Date: ______________________________

Approved as to form and legal sufficiency.

____
Darren J. Elkind
City Attorney

Entry Feature Sign

City of DeLand

ITEM	DESCRIPTION									
ITEM	DESCRIPTION	Sr. Project Manager	Sr. Project Engineer	Project Engineer/EI	Sr. Design Tech	Design Technician		Admin	Expenses	Cost by Task
Current CPH Hourly Rates		$170.00	$130.00	$120.00	$105.00	$95.00		$75.00	$	$
A - Project Adminstration										
										$ -
	Project Administration Total	0	0	0	0	0	0	0	$ -	$0.00
ITEM	DESCRIPTION	Principal Surveyor	Sr. Prof. Surveyor	Survey PM/CADD	Field Crew Coord.	2-Man Crew	1-Man GPS	Project Coord	Expenses	Cost by Task
Current CPH Hourly Rates		$170.00	$130.00	$100.00	$100.00	$155.00	$145.00	$90.00	$	$
B - Surveying Services										
1.1	Topographic Survey	3.0		8	3	10	4	4		$ 4,050.00
1.2	Underground Utility Designation/Location									$ 1,638.00
	Surveying Services Total	3	0	8	3	10	4	4	$ -	$5,688.00
ITEM	DESCRIPTION	Sr. Project Manager	Sr. Project Engineer	Project Engineer/EI	Sr. Design Tech	Design Technician		Admin	Expenses	Cost by Task
Current CPH Hourly Rates		$170.00	$130.00	$120.00	$105.00	$95.00		$75.00	$	$
C - Geotechnical Engineering Services										
	Geotechncial Engineering Services Total	0	0	0	0	0	0	0	$ -	$0.00
ITEM	DESCRIPTION	Sr. Project Manager	Sr. Project Engineer	Project Engineer/EI	Sr Design Tech	Design Technician		Admin	Expenses	Cost by Task
Current CPH Hourly Rates		$170.00	$130.00	$120.00	$105.00	$95.00		$75.00	$	$
D - Civil Engineering Services										
										$ -
										$ -
	Civil Engineering Services Total	0	0	0	0	0	0	0	$ -	$0.00
ITEM	DESCRIPTION	Sr. Project Manager	Sr. Project Engineer	Prin ENV Scientist	Lead ENV Scientist	GIS Analyst	Design Technician	Admin	Expenses	Cost by Task
Current CPH Hourly Rates		$170.00	$130.00	$170.00	$105.00	$105.00	$95.00	$75.00	$	$
E - Environmental Services										
										$ -
										$ -
										$ -
										$ -
	Environmental Services Total	0	0	0	0	0	0	0	$ -	$0.00
ITEM	DESCRIPTION	Sr. Project Manager	Sr. Project Engineer	Prin ENV Scientist	Lead ENV Scientist	GIS Analyst	Design Technician	Admin	Expenses	Cost by Task
Current CPH Hourly Rates		$170.00	$130.00	$170.00	$105.00	$105.00	$95.00	$75.00	$	$
F - Permitting										
										$ -
										$ -
										$ -
	Permitting Total	0	0	0	0	0	0	0	$ -	$0.00
ITEM	DESCRIPTION	Sr. Project Manager	Sr. Project Engineer	Project Engineer/EI	Sr Design Tech	Design Technician		Admin	Expenses	Cost by Task
Current CPH Hourly Rates		$170.00	$130.00	$120.00	$105.00	$95.00		$75.00	$	$
G - Utility Coordination										
										$ -
										$ -
										$ -
										$ -
	Utility Relocation and Design Services Total	0	0	0	0	0	0	0	$ -	$0.00
	Design Services Total									$5,688.00

CITY OF DeLAND CHANGE ORDER

DATE: 12/11/2023 | RCA Form: Yes __No _X_ (if yes attach document) | CHANGE ORDER#: #2

PROJECT NAME/PO#: 22-000548-CONCEPTUAL LANDSCAPE DESIGN ENTRY SIGN/FEATURE

CHANGE ORDER INITIATED BY: RAY UNDERWOOD

(Name, Title, Firm)

DESCRIPTION OF CHANGE: The City has requested CPH to provide design and permitting for an additional location;Within the median of US 17-92 near the intersection with Cliff Street

REASON FOR CHANGE: This area is outside the original project limits, CPH requires addional survey and utility locate services to complete the design and permitting with FDOT.

Breakdown of proposed Change and Basis for Payment
(Attach pertinent drawings and specifications, where necessary.)

Item and Description	Qty. & Unit	Unit Price	Contract Price
TOPOGRAPHIC SURVEY	LUMP SUM	4,050.00	$4,050.00
ERGROUND UTILITY DESIGNATES (S	LUMP SUM	$1,638.00	$1,638.00
			$0.00
			$0.00

Change Order Total (Addition) or (Reduction): $5,688.00

Original Contract $16,730.00 + Previous C.O.'s $59,020.00 = Revised Contract: $75,750.00

Proposed Revised Contract Price (with Change Order): $81,438.00

Budgeted Item Y X N ___

Additional Appropriation of Funds, if required, are to be provided in the following manner:

Additional Contract Time Required By Change:
________ Calendar Days

Revised Completion Date: ________

This Change Is Acceptable To: (Contractor)

CITY OF DELAND
Request for Commission Action
January 3, 2024

SUBJECT:	First Reading of Ordinance Amending Land Development Regulations Text to Modify Section 33-16.05 to Remove the Prohibition of “Medical Marijuana Treatment Center Dispensing Facilities,” and to Allow Said Facilities Where Pharmacies are Allowed in Section 33-17.23, Subject to Compliance with Florida Statutes 381.986; and to Modify Section 33-17.23 to Add “Medical Marijuana Cultivation Facilities” as an Allowed Use in the M-1 Zone District, Subject to Compliance with Florida Statutes 381.986; and to Modify Section 33-12 to Add Definitions for “Medical Marijuana Cultivation Facilities” and “Medical Marijuana Treatment Center Dispensing Facilities.”
DEPARTMENT:	Planning
PREPARED BY:	Carol Kuhn, Planning Director
ATTACHMENTS:	Medical Marijuana Treatment Center Ordinance, Draft Language After Planning Board, Staff Report - Updated following Planning Board
APPROVED BY:	Michael Pleus, City Manager, December 21, 2023

SUMMARY/HIGHLIGHT:

Since 2017, the City of DeLand has prohibited Medical Marijuana Dispensaries. Over the past few years there have been several inquiries regarding Medical Marijuana Dispensaries. On November 6, 2023, staff received direction from the City Commission to remove the prohibition and to allow Medical Marijuana Dispensary Facilities in the same zoning districts as drugstores and pharmacies. As part of this update, staff has also added applicable definitions and clarified where Medical Marijuana Cultivation Facilities would be permitted.

On December 13, 2023, the Planning Board considered staff recommended revisions to remove the prohibition and allow medical marijuana treatment center dispensing facilities in the P-1, BR, C-2, C-2A, and C-2AC zone districts, where pharmacies and drugstores are currently allowed, add medical marijuana cultivation facilities in the same zone districts where laboratories, research, testing, and development facilities are permitted in the C-2AC and the M-1 (industrial) zone district, and add two related definitions. Staff's recommended amendments were not supported by a majority of the Planning Board members and failed with a vote of 2-2. The Planning Board then moved to separate the two issues - dispensaries and cultivation facilities. A motion to allow cultivation facilities as an allowed use only in the M-1 zone district and add a definition for Medical Marijuana Cultivation Facilities was approved by a vote of 3-1. Following a motion and a second to remove the prohibition of dispensaries and allow Medical Marijuana Dispensaries in the same zoning districts where pharmacies and drugstores are allowed, the motion failed by a vote of 2-2. Concerns expressed by Planning Board members were related to current federal laws, perceived increase in crime and impacts on DeLand's quality of life resulting from the operation of a Medical Marijuana Dispensary.

In accordance with the Planning Board recommendation, staff is proposing to add medical marijuana cultivation facilities as an allowed use in only the M-1 zone district. Staff fully supports the allowance of Medical Marijuana Dispensaries. The attached proposed ordinance reflects the Planning Board recommendation along with the removal of the prohibition, thereby allowing Medical Marijuana Dispensaries in the same zone districts as drugstores and pharmacies and allowing cultivation facilities only in the M-1 zone district.

STRATEGIC PLAN FOCUS AREA/ACTION STEP:

As outlined in the City’s Strategic Plan under Preparing for the Future/Sustainability, the removal of the ban on

Medical Marijuana Dispensaries is a response to an emerging issue and could provide opportunities to for business development within the City of DeLand.

<u>SUSTAINABILITY</u>:

One of the Strategic Plan's guiding principles includes the *fostering of a community with quality and accessible health care*. With the adoption of the medical marijuana regulations, it allows *services and infrastructure to help our community and residents remain healthy and mobile*.

<u>FISCAL IMPACT</u>:

Removing the ban on medical marijuana dispensaries could provide additional business and employment opportunities throughout the city.

<u>RECOMMENDATION</u>:

Staff recommends that the City Commission approve first reading of the proposed amendment to the Land Development Regulations to allow for medical marijuana dispensaries in the same zoning districts as drugstores and pharmacies and allowing cultivation facilities in the M-1 zoning district.

<u>BACKGROUND/DISCUSSION</u>:

In 2016, the voters of FL approved a constitutional amendment providing for the medical use of marijuana. At that time, the City Commission directed staff to draft an ordinance that would have allowed medical marijuana treatment center dispensing facilities in the city subject to locational standards. In 2017 the State mandated that counties and municipalities must allow medical marijuana dispensaries in the same locations as pharmacies, or prohibit the use outright. In response to the state's preemption, the city took the latter action and prohibited the use of medical marijuana dispensaries.

Proposed revisions to allow medical marijuana treatment center dispensing facilities in the **P-1, BR, C-2, C-2A, and C-2AC** zone districts, where pharmacies and drugstores are currently allowed and add medical marijuana cultivation facilities in the same zone districts where laboratories, research, testing, and development facilities are permitted in the C-2AC and the M-1 zone district, and add two definitions.

33-16.05.
Medical marijuana treatment center dispensing facilities ~~*banned.*~~ Pursuant to the authority vested in the City of DeLand by Section ~~381.986(11)(b)1~~<u>381.986(11)(b)2</u>, Florida Statutes, medical marijuana treatment center dispensing facilities, as that term is used in Section 381.986, ~~Fla. Stat~~ <u>Florida Statute</u> ~~are hereby banned within the corporate limits of the City of DeLand~~ <u>may be permitted in any zoning district that allows pharmacies licensed under Chapter 465, Florida Statutes and said facilities shall be compliant with 381.986, Florida Statutes.</u>

33-12 – Definitions
Medical Marijuana Cultivation Facility. Means a facility where cannabis is planted, grown, harvested, dried, cured, graded, or trimmed, or a location where any combination of those activities occurs pursuant to Florida Statute 381-986.
Medical Marijuana Treatment Center Dispensing Facility. Means a facility where medical marijuana or any product derived therefrom is dispensed pursuant to Florida Statute 381-986.

ORDINANCE NO. 2024 -

AN ORDINANCE OF THE CITY COMMISSION OF DELAND, FLORIDA, AMENDING VARIOUS SECTIONS WITHIN THE CODE OF ORDINANCES OF THE CITY OF DELAND/LAND DEVELOPMENT REGULATIONS RELATING TO MEDICAL MARIJUANA TREATMENT CENTER DISPENSING FACILITIES AND CULTIVATION FACILITIES; BY AMENDING SECTION 33-12 "DEFINITIONS"; BY AMENDING SECTION 33-16.05 "MEDICAL MARIJUANA TREATMENT CENTER DISPENSING FACILITIES BANNED"; BY AMENDING SECTION 33-17.23 "ALLOWED USES IN COMMERCIAL AND INDUSTRIAL ZONING DISTRICTS"; AND PROVIDING FOR CONFLICTS, CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Section 381.986(11), Florida Statutes, provides that cities and counties have two choices regarding the location of medical marijuana treatment center dispensing facilities ("dispensaries") in their jurisdiction, to wit, they can either ban them completely or allow them everywhere a pharmacy can be located; and

WHEREAS, the City Commission, when originally faced with the choice of banning dispensaries outright or allowing them everywhere a pharmacy can be located, opted to ban dispensaries completely and did so through the adoption of Section 33-16.05 of the City of DeLand Code of Ordinances; and

WHEREAS, now that the community has some experience with the appearance, operation and effects, or lack thereof, of dispensaries, the City desires to allow dispensaries within the City; and

WHEREAS, Section 381.986, Florida Statutes, provides for a host of requirements and regulations related to dispensaries, and to the operation of dispensaries, including but certainly not limited to subsection (8)(h)1 which provides that such facilities may not engage in advertising that is visible to members of the public from any street, sidewalk, park, or other public place, except that the facility may have a sign that is affixed to the outside or hanging in the window of the premises which identifies the dispensary by the licensee's business name, a department-approved trade name, or a department-approved logo, and which subsection also provides that such facilities trade name and logo may not contain wording or images that are attractive to children or which promote the recreational use of marijuana; and

WHEREAS, the City also desires to incorporate into its land development regulations the permissibility of medical marijuana treatment center cultivation and processing facilities in the City industrial zoning district which, as a practical matter, is the only place such facilities could be constructed and operated; and

WHEREAS, staff has undertaken a comprehensive review of the City's Land Development Regulations and it has been determined that the revisions set forth in this ordinance will be beneficial to the efficient administration of Chapter 33 of the Code of Ordinances of the City of DeLand.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF DELAND, FLORIDA:

Section 1. Chapter 33 of the Code of Ordinances of the City of DeLand is hereby amended by amending Section 33-12, "Definitions" by adding the new <u>underlined language</u> alphabetically, to be read in full as follows:

Sec. 33-12. **-** *Definitions.*

Medical Marijuana Treatment Center Cultivation and Processing Facility means a facility where cannabis is planted, grown, harvested, dried, cured, graded, or trimmed, or a location where any combination of those activities occurs, pursuant to Section 381.986, Florida Statutes.

Medical Marijuana Treatment Center Dispensing Facility means a facility where medical marijuana or any product derived therefrom is dispensed pursuant to Section 381.986, Florida Statutes.

Section 2. Chapter 33 of the Code of Ordinances of the City of DeLand is hereby amended by amending Section 33-16.05, "Medical marijuana treatment center dispensing facilities banned." by adding the new underlined language and by deleting the ~~strike-through language~~ to be read in full as follows:

33-16.05. *Medical marijuana treatment center dispensing facilities ~~banned~~.* Pursuant to the authority vested in the City of DeLand by ~~F.S. § 381.986(11)(b)1~~ Section 381.986(11)(b)2, Florida Statutes, all medical marijuana treatment center dispensing facilities, as that term is used in ~~F.S. §~~ Section 381.986, Florida Statutes ~~are hereby banned within the corporate limits of the City of DeLand.~~, may be permitted in any zoning district that allows pharmacies licensed under Chapter 465, Florida Statues, except that, in accordance with Section 381.986(11)(c), Florida Statutes, may not be located within 500 feet of the real property that comprises a public or private elementary school, middle school, or secondary school unless the City approves the location through a formal proceeding open to the public at which the City determines that the location promotes the public health, safety, and general welfare of the community.

Section 3. Chapter 33 of the Code of Ordinances of the City of DeLand is hereby amended by amending Section 33-17.23 "Allowed uses in commercial and industrial zoning districts" by adding the new underlined language (to be inserted into the existing chart) and by deleting the ~~strike-through language~~ to be read in full as follows:

33-17.23 *Allowed uses in commercial and industrial zoning districts.*

MEDICAL SUPPORT (See also Section 33-19.11)									
	P-1	**BR**	**C-1**	**C-2**	**C-2A**	**C-2AC**	**C-3**	**C-4**	**M-1**
Medical office	P	P	P	P	P	P			
Apothecary shops	P		C						
Drugstores and pharmacies	P	P		P	P	P			
Medical marijuana treatment center dispensing facilities	P	P		P	P	P			
Hospitals				P					
Laboratories, hospitals and clinics	E [15]		P	P	P	P			
Medical clinics over 5,000 square feet	E [15]	E [15]		P	P	P			
Nursing homes and adult congregate living facilities			P	P	P	P			
Veterinary clinics and doggie daycare facilities allowing inside overnight boarding with no outside runs or kennels	C	C		C	C	C			
Veterinary clinics, doggie daycare facilities, and pet grooming shops with overnight and/or outdoor boarding facilities and runs				E [30]					P

INDUSTRIAL AND MANUFACTURING									
	P-1	**BR**	**C-1**	**C-2**	**C-2A**	**C-2AC**	**C-3**	**C-4**	**M-1**
Fuel storage and bulk supply plants							C[13]	P	
Coal, coke or wood yard									P
Laboratories, research, testing and development—Pharmaceutical products, drugs compounding only						P			P
Medical marijuana treatment center cultivation and processing facilities									P
Machine shop						C	P/E [19]		P
Manufacture of pottery or other ceramic products						C			P
Manufacturing - including assembly and fabrication operations						C [23]	C/E [19]	C [14]	P
Manufacturing - Craftsman shop			C [23]	C [23]	C [23]	P	C/E [19]		P
Manufacturing - Limited				C [23]		C [23]	C/E [19]		P
Microwave, radio, telephone and television facilities and transmission towers			E [6]	E [6]	E [6]			E [6]	E [6]
Mining and excavations per section 33-62 of article V of this chapter									C
Planing mill, saw mill, millwork and wood product manufacturing									E [18]
Recycling centers								P	P
Research and development facilities						P	P/E [19]		
Storage of bottled gas, natural gas or similar products									C [19]
Utilities excluding microwave, radio, telephone and television towers				C		C			
Warehousing and commercial storage				C [24]		C [24]	P/E [19]	P	P
Wholesale commercial activities						C		P	P

Section 4. Conflicts. All Ordinances or parts of Ordinances and other actions of the City Commission in conflict with this Ordinance are hereby repealed.

Section 5. Severability. If any section, sentence, phrase, word or portion of this Ordinance is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word or portion of this Ordinance not otherwise determined to be invalid, unlawful or unconstitutional.

Section 6. Codification; Directions to Code Codifier; Correction of Scrivener's Errors.

(a). The provisions of Sections 1, 2 and 3 of this Ordinance shall become and be made a part of the Code of Ordinances of the City of DeLand and the Sections of this Ordinance may be renumbered or re-lettered to accomplish such intention and the word "Ordinance", or similar words, may be changed to "Section," "Article", or other appropriate word; provided, however, that Sections 4 through 7 shall not be codified.

(b). The Code codifier shall instruct the Municipal Code Corporation to make all changes necessary in the Code of Ordinances of the City of DeLand to implement the provisions of this Ordinance and is granted liberal authority to codify the provisions of this Ordinance in such manner and in such places as deemed advisable.

(c). In accordance with the City's ongoing codification program; the City Clerk, in conjunction with the City Attorney, may make corrections to the provisions of this Ordinance relative to Scrivener's errors of whatever type or nature.

Section 7. Effective Date. This Ordinance shall become effective immediately upon its adoption.

PASSED AND DULY ADOPTED this ___ day ______________, 2024.

____
Christopher M. Cloudman
Mayor–Commissioner

ATTEST:

____
Julie A. Hennessy
City Clerk Auditor

Passed on first reading:
Adopted on second reading

APPROVED AS TO FORM AND LEGALITY:

____
Darren J. Elkind
City Attorney

Proposed LDR Revisions – Medical Marijuana Treatment Center Dispensing Facilities and Cultivation Facilities

Following Planning Board Meeting on December 13, 2023

33-17.23 Allowed uses in commercial and industrial zoning districts

MEDICAL SUPPORT (See also Section 33-19.11)									
	P-1	**BR**	**C-1**	**C-2**	**C-2A**	**C-2AC**	**C-3**	**C-4**	**M-1**
Medical office	P	P	P	P	P	P			
Apothecary shops	P		C[15]						
Drugstores and pharmacies	P	P		P	P	P			
Medical marijuana treatment center dispensing facilities	**P**	**P**		**P**	**P**	**P**			
Hospitals				P					
Laboratories, hospitals and clinics	E[15]		P	P	P	P			
Medical clinics over 5,000 square feet	E[15]	E[15]		P	P	P			
INDUSTRIAL AND MANUFACTURING									
	P-1	**BR**	**C-1**	**C-2**	**C-2A**	**C-2AC**	**C-3**	**C-4**	**M-1**
Fuel storage and bulk supply plants							C[13]	P	
Coal, coke or wood yard									P
Laboratories, research, testing, development —Pharmaceutical products, drugs compounding only						P			P
Medical marijuana cultivation facilities									**P**
Machine shop						C	P/E[19]		P
Manufacture of pottery or other ceramic products						C			P
Manufacturing - including assembly and fabrication operations						C[23]	C/E[19]	C[14]	P
Manufacturing - Craftsman shop			C[23]	C[23]	C[23]	P	C/E[19]		P
Manufacturing - Limited				C[23]		C[23]	C/E[19]		P
Microwave, radio, telephone and television facilities and transmission towers			E[6]	E[6]	E[6]			E[6]	E[6]
Mining and excavations per section 33-62 of article V of this chapter									C
Planing mill, saw mill, millwork and wood product manufacturing									E[18]
Recycling centers								P	P
Research and development facilities						P	P/E[19]		
Storage of bottled gas, natural gas or similar products									C[19]
Utilities excluding microwave, radio, telephone and television towers				C		C			
Warehousing and commercial storage				C[24]		C[24]	P/E[19]	P	P
Wholesale commercial activities						C		P	P

33-16.05.

Medical marijuana treatment center dispensing facilities ~~banned.~~ Pursuant to the authority vested in the City of DeLand by Section ~~381.986(11)(b)1~~381.986(11)(b)2, Florida Statutes, medical marijuana treatment center dispensing facilities, as that term is used in Section 381.986, ~~Fla. Stat~~ Florida Statute ~~are hereby banned within the corporate limits of the City of DeLand~~ may be permitted in any zoning district that allows pharmacies licensed under Chapter 465, Florida Statutes and said facilities shall be compliant with 381.986, Florida Statutes.

33-12 – Definitions

Medical Marijuana Cultivation Facility. Means a facility where cannabis is planted, grown, harvested, dried, cured, graded, or trimmed, or a location where any combination of those activities occurs pursuant to Florida Statute 381-986.

Medical Marijuana Treatment Center Dispensing Facility. Means a facility where medical marijuana or any product derived therefrom is dispensed pursuant to Florida Statute 381-986.

PLANNING STAFF
REPORT TO
CITY OF DELAND CITY COMMISSION
January 3, 2024

APPLICATION NO: **LDR23-138**

APPLICANT: City of DeLand

STAFF PLANNER: Carol Kuhn, AICP, Planning Director

REQUEST: **City-Initiated Land Development Regulations - Text Amendment to Remove Prohibition of Medical Marijuana Dispensaries to Allow Medical Marijuana Facilities where Pharmacies are Allowed and Clarify where Medical Marijuana Cultivation Facilities are Permitted**

APPLICABLE ORDINANCES: *Sec. 33-135. Procedure for text amendments.*

> *33-135.01(a)* Amendments to the text of this chapter may be initiated by the city or upon application of any interested person.
>
> *33-135.12(b)* The Planning board shall review proposed changes in this chapter, which shall make a recommendation to the city commission prior to final action adopting or not adopting the amendment. However, at the request of the planning board or the city commission, or in the discretion of the city manager, proposed amendments may be taken directly to the city commission for action.

LOCATION: City-wide

BACKGROUND: The City's Land Development Regulations currently prohibit Medical Marijuana Dispensaries in the City. Over the past few years there have been several inquiries regarding Medical Marijuana Dispensaries. Staff has sought input from City Commission and has evaluated the anticipated impacts of a medical marijuana dispensary and found that it is a similar use with similar impacts as drugstores and pharmacies. As such, staff is proposing allowing medical marijuana dispensaries in the same zoning districts as drugstores and pharmacies.

33-17.23 Allowed uses in commercial and industrial zoning districts

MEDICAL SUPPORT (See also Section 33-19.11)									
	P-1	**BR**	**C-1**	**C-2**	**C-2A**	**C-2AC**	**C-3**	**C-4**	**M-1**
Medical office	P	P	P	P	P	P			
Apothecary shops	P		C[15]						
Drugstores and pharmacies	P	P		P	P	P			
Medical marijuana treatment center dispensing facilities	**P**	**P**		**P**	**P**	**P**			
Hospitals				P					
Laboratories, hospitals and clinics	E[15]		P	P	P	P			

	P-1	BR	C-1	C-2	C-2A	C-2AC	C-3	C-4	M-1
Medical clinics over 5,000 square feet	E[15]	E[15]		P	P	P			
INDUSTRIAL AND MANUFACTURING									
	P-1	**BR**	**C-1**	**C-2**	**C-2A**	**C-2AC**	**C-3**	**C-4**	**M-1**
Fuel storage and bulk supply plants							C[13]	P	
Coal, coke or wood yard									P
Laboratories, research, testing, development —Pharmaceutical products, drugs compounding only						P			P
Medical Marijuana Cultivation Facilities									P
Machine shop						C	P/E[19]		P
Manufacture of pottery or other ceramic products						C			P
Manufacturing - including assembly and fabrication operations						C[23]	C/E[19]	C[14]	P
Manufacturing - Craftsman shop			C[23]	C[23]	C[23]	P	C/E[19]		P
Manufacturing - Limited				C[23]		C[23]	C/E[19]		P
Microwave, radio, telephone and television facilities and transmission towers			E[6]	E[6]	E[6]			E[6]	E[6]
Mining and excavations per section 33-62 of article V of this chapter									C
Planing mill, saw mill, millwork and wood product manufacturing									E[18]
Recycling centers								P	P
Research and development facilities						P	P/E[19]		
Storage of bottled gas, natural gas or similar products									C[19]
Utilities excluding microwave, radio, telephone and television towers				C		C			
Warehousing and commercial storage				C[24]		C[24]	P/E[19]	P	P
Wholesale commercial activities						C		P	P

As part of this update, Staff is also proposing to remove the prohibition in Section 33-16.05 of the Land Development Regulations:

33-16.05.

Medical marijuana treatment center dispensing facilities ~~banned.~~ Pursuant to the authority vested in the City of DeLand by Section ~~381.986(11)(b)1~~381.986(11)(b)2, Florida Statutes, medical marijuana treatment center dispensing facilities, as that term is used in Section 381.986, ~~Fla. Stat~~ Florida Statute ~~are hereby banned within the corporate limits of the City of DeLand~~ may be permitted in any zoning district that allows pharmacies licensed under Chapter 465, Florida Statutes and said facilities shall be compliant with 381.986, Florida Statutes.

As well as add the following definitions to Section 33-12 - Definitions:

Medical Marijuana Cultivation Facility. Means a facility where cannabis is planted, grown, harvested, dried, cured, graded, or trimmed, or a location where any combination of those activities occurs pursuant to Florida Statute 381-986.

Medical Marijuana Treatment Center Dispensing Facility. Means a facility where medical marijuana or any product derived therefrom is dispensed pursuant to Florida Statute 381-986.

PUBLIC NOTICE:
The public notice for this text amendment has been published in a newspaper of general circulation

STAFF RECOMMENDATION: Staff recommends that the Planning Board forward this proposed text amendment, project number LDR23-138, a **City-Initiated Land Development Regulations - Text Amendment to Remove Prohibition of Medical Marijuana Dispensaries to Allow Medical Marijuana Facilities where Pharmacies are Allowed and Clarify where Medical Marijuana Cultivation Facilities are Permitted** to the City Commission for review and approval.