



AGENDA
CITY OF ORMOND BEACH, FLORIDA
CITY COMMISSION MEETING
September 21, 2022
7:00 PM

Mayor Bill Partington

Zone 1 – Commissioner Dwight Selby

Zone 3 – Commissioner Susan Persis

Zone 2 – Commissioner Troy Kent

Zone 4 – Commissioner Rob Littleton

COMMISSION CHAMBERS

22 South Beach Street, Ormond Beach, FL 32174

Phone: 386-677-0311

Web: www.ormondbeach.org

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PRESENTATIONS AND PROCLAMATIONS**
 - A. Recognition of Florida Legislators
- 5. ADOPTION OF FISCAL YEAR 2022-2023 MILLAGE RATES AND BUDGET**
 - A. **RESOLUTION NO. 2022-110:** A RESOLUTION ADOPTING FINAL MILLAGE RATES TO BE LEVIED FOR FISCAL YEAR 2022-2023; DIRECTING CERTIFICATION; EXPRESSING LEGISLATIVE INTENT; AND SETTING FORTH AN EFFECTIVE DATE.
Staff Contact: Kelly McGuire, Finance Director (386-676-3226)
 - B. **ORDINANCE NO. 2022-26:** AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE 2022-2023 FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; REPEALING ALL INCONSISTENT ORDINANCES OR PARTS THEREOF; AND SETTING FORTH AN EFFECTIVE DATE. **(SECOND READING)**
Staff Contact: Kelly McGuire, Finance Director (386-676-3226)
- 6. AUDIENCE REMARKS - REGARDING ITEMS NOT ON THE AGENDA**

7. APPROVAL OF MINUTES

- A. Minutes from City Commission meeting – September 7, 2022

8. CONSENT AGENDA

The action proposed is stated for each item on the Consent Agenda. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items.

- A. **RESOLUTION NO. 2022-111:** A RESOLUTION AUTHORIZING THE EXECUTION OF A SERVICE CONTRACT BETWEEN THE CITY OF ORMOND BEACH AND THE ORMOND BEACH CHAMBER OF COMMERCE; SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: *Brian Rademacher, Economic Development Director (386-676-3266)*

- B. **RESOLUTION NO. 2022-112:** A RESOLUTION AUTHORIZING THE EXECUTION OF A COOPERATIVE ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE CITY OF ORMOND BEACH AND TEAM VOLUSIA ECONOMIC DEVELOPMENT CORPORATION; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: *Brian Rademacher, Economic Development Director (386-676-3266)*

- C. **RESOLUTION NO. 2022-113:** A RESOLUTION ACCEPTING PROPOSALS FOR THE PROVISION OF VARIOUS FORMS OF INSURANCE COVERAGE, INCLUDING PROPERTY, INLAND MARINE, AUTO PHYSICAL DAMAGE, EXCESS WORKERS' COMPENSATION, CRIME, ACCIDENTAL DEATH AND DISMEMBERMENT (POLICE OFFICERS AND FIREFIGHTERS), NATIONAL FLOOD INSURANCE PROGRAM (NFIP) FLOOD, POLLUTION, PROFESSIONAL LIABILITY (EMT'S AND PARAMEDICS), GENERAL LIABILITY (INCLUDING LAW ENFORCEMENT LIABILITY), TENANT AND USERS LIABILITY (TULIP) (SPECIAL EVENTS), CYBER LIABILITY, AND ACTIVE SHOOTER LIABILITY INSURANCE; AUTHORIZING THE EXECUTION OF DOCUMENTS RELATIVE THERETO; AUTHORIZING PAYMENT THEREFOR; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: *Kelly McGuire, Finance Director (386-676-3226)*

- D. **RESOLUTION NO. 2022-114:** A RESOLUTION AUTHORIZING A COST OF LIVING INCREASE BASED ON THE CONSUMER PRICE INDEX PURSUANT TO THE AMENDMENT AND RESTATEMENT OF AGREEMENT FOR FIELD MAINTENANCE SERVICES BETWEEN THE CITY OF ORMOND BEACH AND AUSTIN OUTDOOR, LLC D/B/A YELLOWSTONE LANDSCAPE, INC.; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: *Robert Carolin, Leisure Services Director (386-676-3279)*

- E. **RESOLUTION NO. 2022-115:** A RESOLUTION AUTHORIZING A COST OF LIVING INCREASE BASED ON THE CONSUMER PRICE INDEX PURSUANT TO THE GROUNDS MAINTENANCE SERVICES AGREEMENT BETWEEN THE CITY OF ORMOND BEACH AND AUSTIN OUTDOOR, LLC D/B/A YELLOWSTONE LANDSCAPE, INC.; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: Robert Carolin, Leisure Services Director (386-676-3279)

- F. **Riverside Drive Road Closure Request for 2022-2023**

Staff Contact: Robert Carolin, Leisure Services Director (386-676-3279)

Disposition: Approve as recommended in the City Manager memorandum dated September 21, 2022.

- G. **Construction & Demolition Franchise Renewal for Waste Management Inc. of Florida**

Staff Contact: Kevin Gray, Deputy Public Works Director (386-676-3577)

Disposition: Approve as recommended in the City Manager memorandum dated September 21, 2022.

- H. **City Manager Status Report, September 2022**

Staff Contact: Joyce Shanahan, City Manager (386-676-3200)

Disposition: Approve as recommended in the City Manager memorandum dated September 21, 2022.

9. PUBLIC HEARINGS

- A. **ORDINANCE NO. 2022-28:** AN ORDINANCE ANNEXING ONE PARCEL OF REAL PROPERTY INTO THE CITY OF ORMOND BEACH, SAID PROPERTY LOCATED AT 1405 NORTH U.S. HIGHWAY 1, VOLUSIA COUNTY PARCEL NUMBER 3136-01-45-0010; SETTING FORTH ZONING PRIVILEGES AND OBLIGATIONS REGARDING THE PROPERTY; REDEFINING THE TERRITORIAL BOUNDARIES OF THE CITY OF ORMOND BEACH TO INCLUDE THE PROPERTY; REDESIGNATING THE BOUNDARIES OF ZONE 1 OF THE CITY OF ORMOND BEACH TO INCLUDE THE PROPERTY; PROVIDING FOR TRANSMISSION; PROVIDING FOR SEVERABILITY; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: Steven Spraker, Planning Director (386-676-3341)

- B. **ORDINANCE NO. 2022-29:** AN ORDINANCE AMENDING THE FUTURE LAND USE ELEMENT OF THE COMPREHENSIVE PLAN OF THE CITY OF ORMOND BEACH BY AMENDING THE FUTURE LAND USE MAP TO CHANGE THE DESIGNATION OF THREE PARCELS OF REAL

PROPERTY TOTALING 33.31± ACRES GENERALLY LOCATED AT OLD DIXIE HIGHWAY AND PLANTATION OAKS BOULEVARD, VOLUSIA COUNTY PROPERTY APPRAISER PARCEL NUMBERS: 3124-00-00-0022, 3239-03-17-0130, AND 3239-03-07-0100, FROM ORMOND BEACH "LOW DENSITY RESIDENTIAL" AND VOLUSIA COUNTY "URBAN LOW INTENSITY" TO ORMOND BEACH "RECREATION/OPEN SPACE"; PROVIDING FOR CONFLICT; AUTHORIZING TRANSMITTAL; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: Steven Spraker, Planning Director (386-676-3341)

- C. **RESOLUTION NO. 2022-116:** A RESOLUTION AUTHORIZING THE EXECUTION AND ISSUANCE OF A THIRD AMENDED SPECIAL EXCEPTION DEVELOPMENT ORDER ASSOCIATED WITH "RIVERBEND ACADEMY" LOCATED AT 2080 WEST GRANADA BOULEVARD, IN THE SR (SUBURBAN RESIDENTIAL) ZONING DISTRICT, AUTHORIZING AN INCREASE IN THE ALLOWED NUMBER OF STUDENTS; REMOVING LIMITED HOURS OF OPERATION FOR THE SCHOOL; AND AUTHORIZING THE EXPANSION OF THE BUILDING BY APPROXIMATELY 13,327± SQUARE FEET UNDER CERTAIN CONDITIONS; ESTABLISHING CONDITIONS AND EXPIRATION DATE OF APPROVAL; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: Steven Spraker, Planning Director (386-676-3341)

10. SECOND READING OF ORDINANCES

- A. **ORDINANCE NO. 2022-27:** AN ORDINANCE OF THE CITY OF ORMOND BEACH, FLORIDA, AMENDING ARTICLE III, FIREFIGHTERS' PENSION TRUST FUND, OF CHAPTER 16, PENSIONS AND RETIREMENT, OF THE CODE OF ORDINANCES; AMENDING SECTION 16-43, ESTABLISHMENT AND OPERATION OF FUND; FINANCES AND FUND MANAGEMENT; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE. **(SECOND READING)**

Staff Contact: Kelly McGuire, Finance Director (386-676-3226)

11. RESOLUTIONS

- A. **RESOLUTION NO. 2022-117:** A RESOLUTION FINDING A PUBLIC PURPOSE FOR THE CITY TO PARTICIPATE IN A JOINT PARTICIPATION AGREEMENT BETWEEN ST. JOHNS RIVER WATER MANAGEMENT DISTRICT, VOLUSIA COUNTY, AND THE CITY OF ORMOND BEACH, FOR THE ACQUISITION OF CERTAIN REAL PROPERTY LOCATED AT 901 AIRPORT ROAD IN ORMOND BEACH, FLORIDA, CONSISTING OF APPROXIMATELY 18.6 ACRES; APPROVING AND AUTHORIZING THE EXECUTION OF A JOINT PARTICIPATION AGREEMENT FOR ORMOND BEACH'S PORTION OF THE PURCHASE OF THE PROPERTY; APPROVING AND AUTHORIZING

THE EXECUTION OF AN OPTION AGREEMENT FOR SALE AND PURCHASE OF THE PROPERTY; APPROVING AND AUTHORIZING THE EXECUTION OF A PERPETUAL CONSERVATION EASEMENT IN FAVOR OF ST. JOHNS RIVER WATER MANAGEMENT DISTRICT; AUTHORIZING THE EXECUTION OF ALL DOCUMENTS INCIDENTAL THERETO; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: Steven Spraker, Planning Director (386-676-3341)

12. REPORTS, SUGGESTIONS, REQUESTS

13. ADJOURNMENT

Website Address – www.ormondbeach.org

NOTICE – Pursuant to Section 286.0105 of the Florida Statutes, if any person decides to appeal any decision made by the City Commission with respect to any matter considered at this public meeting, such person will need a record of the proceedings and for such purpose, such person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.



For special accommodations, please notify the City Clerk's Office at least 72 hours in advance.
Phone: 386-677-0311



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In accordance with the Americans with Disabilities Act (ADA), persons with a disability, such as a vision, hearing or speech impairment, or persons needing other types of assistance, and who wish to attend City Commission meetings or any other board or committee meeting may contact the City Clerk's Office in writing, or may call 386-677-0311 for information regarding available aids and services.



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Kelly McGuire, Finance Director

Date: September 21, 2022

Subject: Final Millage Rates Fiscal Year 2022-2023

Commission Goal: Governance - Other

Introduction

This item is a resolution to adopt the final millage rates for Fiscal Year (FY) 2022-2023.

Background

The City is required to approve a tax rate and budget annually.

Discussion

During the public hearing on the final millage rates and FY 2022-2023 budget, the following actions must be taken in the following order as outlined by the Truth in Millage requirements:

1. The City Clerk will read the resolution on the final millage rate. The resolution reflects the millage rates set by the City Commission at the September 7, 2022 meeting. The overall millage is 4.58% less than last year, or nearly halfway to the rolled-back rate.
2. The Mayor will announce the final millage rates and roll back rate.

Millage Purpose	Tentative Rate
General Operating	3.2480
General Capital Improvements	0.0930
General Vehicle & Equipment Replacement	0.0460
Public Safety Vehicle & Equipment Replacement	0.1440
Transportation	0.1150
Facilities Renewal & Replacement	0.1150
TOTAL OPERATING	3.7610

2003 Voter Approved General Obligation Bond	0.0050
2010 Voter Approved General Obligation Bond	0.0800
TOTAL MILLAGE	3.8460

3. Members of the public will be given an opportunity to comment on the budget and millage rate.
4. After public comments, a motion can be made to adopt the millage rate.
5. The Mayor will restate the millage rate and rollback information, the vote will be called, and the Mayor will restate the millage rate approved.
6. The City Clerk will read the budget ordinance.
7. Move adoption of the budget ordinance.
8. Call a vote on the budget ordinance.
9. Close the public hearing.

Budget Impact

The tax rate has been incorporated into the proposed annual budget for Fiscal Year 2022-2023.

Citizens Impact

The tax rate is nearly halfway to the roll back rate and provides necessary funding for essential services and capital improvement with a focus on public safety, water quality, and transportation projects. The budget serves the citizens of the community by providing the funds necessary to maintain and improve infrastructure, ensure qualified and responsive fire and police protection, and offer amenities that define our community through committed, dedicated, and exceptional employees that remain steadfast in our goal to provide the highest quality service.

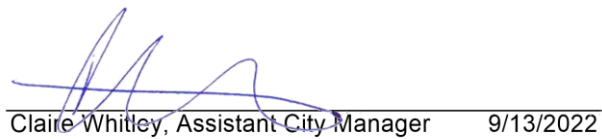
The rate will result in a slight tax reduction for most homesteaded property owners.

Recommendation

Staff recommends approval of the millage rate resolution.

Attachments:

- 22-110 Adopt Final Millage Rates FY22-23 (P22-0100G) (PDF)

REVIEWED BY:
Kelly McGuire, Finance Director 9/12/2022
Claire Whitley, Assistant City Manager 9/13/2022**APPROVED BY:**
Joyce A. Shanahan, City Manager 9/13/2022

RESOLUTION NO. 2022-110

A RESOLUTION ADOPTING FINAL MILLAGE RATES TO BE
LEVIED FOR FISCAL YEAR 2022-2023; DIRECTING
CERTIFICATION; EXPRESSING LEGISLATIVE INTENT;
AND SETTING FORTH AN EFFECTIVE DATE.

WHEREAS, the Ormond Beach City Commission approved Resolution 2022-79 on July 19, 2022, approving proposed millage rates for Fiscal Year 2022-2023; and setting a public hearing on the proposed millage rates and the tentative annual budget for Fiscal Year 2022-2023 to be held on September 7, 2022, at 7:00 pm in the City Commission Chambers at Ormond Beach City Hall, 22 South Beach Street, Ormond Beach, Florida, and

WHEREAS, at the said duly advertised public hearing that was held on September 7, 2022, the City Commission approved Resolution 2022-104 adopting the proposed millage rates and subsequently adopted a tentative budget, for Fiscal Year 2022-2023, and

WHEREAS, a public hearing has been advertised for, and has been held on, September 21, 2022, regarding the adoption of the final millage rates, and the adoption of a final budget, for Fiscal Year 2022-2023, and,

WHEREAS, the notice and public hearing requirements having been satisfied in accordance with Section 200.065, *Florida Statutes*, now therefore,

**BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF
ORMOND BEACH, FLORIDA, THAT:**

SECTION ONE. After careful consideration of the estimate of receipts and the estimate of expenditures of the City of Ormond Beach, Florida (“the City”), the rates of taxation that are necessary to meet such expenses are determined to be, for each of the hereinafterstated purposes, the amounts estimated, declared and levied, and the same being hereby adopted, to-wit:

(a) in order to meet the estimate of expenses of the City, it is hereby determined and declared that the total operating millage shall be at the rate of 3.7610 mills or \$3.7610 per \$1,000 of taxable value, and the same is hereby levied and imposed upon all non-exempt taxable property within the corporate limits of the City for those purposes hereinafter described to provide for the expenditures as estimated in the Fiscal Year 2022-2023 Annual Budget;

(i) in order to meet the estimate of General Fund, Capital Improvements Fund, Facilities Renewal and Replacement Fund, Vehicle and Equipment Replacement Fund, Public Safety Vehicle and Equipment Replacement Fund, and Transportation Improvements Fund expenses of the City, it is hereby determined and declared that the operating millage rate (General Fund, Capital Improvements Fund, Facilities Renewal and Replacement Fund, Vehicle and Equipment Replacement Fund, Public Safety Vehicle and Equipment Replacement Fund, and Transportation Improvements Fund combined) shall be at the rate of 3.7610 mills or \$3.7610 per \$1,000 of taxable value, and the same is hereby levied and imposed upon all non-exempt taxable property within the corporate limits of the City for general purposes to provide for the General Fund, Capital Improvements Fund, Facilities Renewal and Replacement Fund, Vehicle and Equipment Replacement Fund, Public Safety Vehicle and Equipment Replacement Fund, and Transportation Improvements Fund expenditures as estimated in the Fiscal Year 2022-2023 Annual Budget;

- (ii) the millage rate to be levied, 3.7610 mills, is an 5.68% increase over the “rolled-back” millage rate, which is \$3.5587 per \$1,000 of taxable value;
- (iii) in order to pay interest upon and sinking fund requirements for the outstanding 2003 general obligation bond issue of the City, and for the purpose of paying the expenses of servicing such bonds, it is hereby determined and declared that the debt service millage shall be at the rate of 0.0050 mills or .50¢ per \$1,000 of taxable value, and the same is hereby levied and imposed on all non-exempt taxable property within the corporate limits of the City for the purposes hereinbefore stated in this Subsection. Voters approved the 2003 general obligation bond issue on April 15, 2003 in order to construct a replacement fire station;
- (iv) in order to pay interest upon and sinking fund requirements for the outstanding 2010 general obligation bond issue of the City, and for the purpose of paying the expenses of servicing such bonds, it is hereby determined and declared that the debt service millage shall be at the rate of 0.0800 mills or 8.00¢ per \$1,000 of taxable value, and the same is hereby levied and imposed on all non-exempt taxable property within the corporate limits of the City for the purposes hereinbefore stated in this Subsection. Voters approved the 2010 general obligation bond issue on August 24, 2010 for the acquisition and development of a beachfront park.

SECTION TWO. The City Manager is hereby directed to certify to the Volusia County Property Appraiser and to the Volusia County Tax Collector the final millage rates as

hereinbefore set, levied, and adopted for the purposes hereinbefore stated, pursuant to the general law of Florida.

SECTION THREE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED this 21st day of September, 2022.

BILL PARTINGTON
Mayor

ATTEST:

SUSAN CARROLL DAUDERIS
City Clerk



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Kelly McGuire, Finance Director

Date: September 21, 2022

Subject: Budget Ordinance-Proposed Fiscal Year 2022-2023 Budget

Commission Goal: Governance - Other

Introduction

This is a request to adopt the proposed budget as outlined during the July 19th budget workshop. The budget, *net of inter-fund transfers and internal charges* is \$90,920,673 and represents a 12% increase over the prior year. (See attached budget for detailed information.)

<u>Fund Type</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>Variance \$</u>	<u>Variance %</u>
General Fund Budget	\$ 37,753,928	\$ 41,522,489	\$ 3,768,561	10.0%
Special Revenue Funds	\$ 8,480,702	\$ 6,510,297	\$ (1,970,405)	-23.2%
Debt Service Funds	\$ 1,355,479	\$ 1,284,891	\$ (70,588)	-5.2%
Capital Improvement Budget	\$ 6,842,340	\$ 6,594,704	\$ (247,636)	-3.6%
Water & Wastewater Budget	\$ 35,785,920	\$ 44,492,343	\$ 8,706,423	24.3%
Solid Waste Budget	\$ 9,444,232	\$ 9,827,200	\$ 382,968	4.1%
Worker's Compensation Fund	\$ 801,612	\$ 801,612	\$ -	0.0%
General Liability Fund	\$ 1,260,253	\$ 1,460,253	\$ 200,000	15.9%
Total Budget Appropriation	\$ 101,724,466	\$ 112,493,789	\$ 10,769,323	10.6%
Less Interfund transfers & Internal Charges	\$ (20,555,582)	\$ (21,573,116)	\$ (1,017,534)	5.0%
TOTAL NET BUDGET	\$ 81,168,884	\$ 90,920,673	\$ 9,751,789	12.0%

Background

As in previous years, the budget is based upon long-term financial trends that are regularly monitored for inflation, including various consumer price indexes such as construction, and energy, as well as health insurance rates, labor union contracts, and employee turnover ratios all of which impact the budget. The tax rate incorporated in the

proposed budget of 3.8460 reflects a 4.58% decrease in the tax rate from the previous year.

Discussion

Consistent with the City's Strategic Plan, the Fiscal Year (FY) 2022-2023 proposed budget promotes the following goals identified by the City Commission:

- 1) Ensure qualified and responsive police and fire protection services,
- 2) Maintain and improve safe and efficient transportation systems, and
- 3) Continue the City's environmental stewardship through high quality water distribution, storage, and conservation policies.

The budget also includes sufficient funding for amenities that preserve our community's quality of life, and exceptional employees that remain steadfast in providing the highest quality service. Most importantly, the proposed budget furthers the Commission's goal of remaining fiscally conservative, with a projected year end general fund balance of 15%.

Each of the key goals used to develop the budget are summarized below, with additional detail provided for in the attached proposed Budget FY 2022-23.

Public Safety

Goal: *Provide a safe and secure city that maintains a sense of security and responsiveness for all residents.*

Priority Objective: *Develop a long-range plan to purchase emergency vehicles and equipment.*

Implementation: In FY 2022-23 Budget the City continues to direct a portion of every tax dollar (0.1440 mills for a total of \$626,225) to be set aside each year specifically to meet the equipment needs of the Police and Fire departments. This budget provides for:

- 6 patrol cars
- 2 Police specialty unit vehicles
- 1 Police motorcycle
- 2 Commercial dryers for Fire Dept turnout gear
- 1 Fast Fire Attack Brush Truck
- Lease payments for the two 2020 fire pumper trucks

Transportation

Goal: *Develop and maintain a balanced, efficient, and safe transportation system.*

Priority Objective: *Increase funding for local road rehabilitation and increase the rate at which local roadways are rehabilitated.*

Implementation: This proposed budget implements \$1.37M in transportation improvements. This budget provides for:

- Additional, citizen-directed traffic calming measures
- Maintains \$750,000 for roadway rehabilitation and resurfacing, up 150% from FY 2020-21. This allows more dollars for roadway resurfacing and to partially adjust funds for inflation costs related to construction materials including asphalt
- Includes \$302,000 for sidewalk repair and maintenance

Water Quality and the Environment

Goal: *Maintain the City's environmental stewardship by reducing the negative impacts of pollutants on water bodies.*

Priority Objective: *Increase water and reclamation infrastructure funding to ensure our facilities operate at optimal capacity and efficiency.*

Implementation: This budget contains \$14.08M for essential capital infrastructure repair, replacement and improvement projects that ensure the City remains an excellent steward of our water bodies and their tributaries. This budget provides for:

- \$2.95M in annual water and wastewater plant upgrades
- \$850K for reclaimed water storage and design work for expanding the Airport Road reclaim water main
- \$2.429M in Water treatment plant upgrades
- \$2.85M in lime-softening filter replacements at the water plant
- \$1.5M in State Grant Funds for Septic to Sewer Conversion on Oak, Magnolia and Bonita

Citizen Impact

The proposed budget continues to adhere to the City's conservative approach to the budget by managing costs without compromising the services that add value and serve our residents and businesses. It provides the funds necessary to maintain and improve infrastructure, ensure qualified and responsive fire and police protection, and offer amenities that define our community through committed, dedicated, and exceptional employees that remain steadfast in our goal to provide the highest quality service.

Recommendation

The Budget Advisory Board and City staff recommend approval of the proposed budget.

Attachments:

- 22-26 Adopt Annual Budget (P22-0100G) (PDF)
- FY 2022-23 Proposed Budget (PDF)
- Attachment A (PDF)

REVIEWED BY:


Kelly McGuire, Finance Director 6/30/2022



Claire Whitley, Assistant City Manager 8/30/2022

APPROVED BY:



Joyce A. Shanahan, City Manager 8/30/2022

ORDINANCE NO. 2022-26

AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE 2022-2023 FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; REPEALING ALL INCONSISTENT ORDINANCES OR PARTS THEREOF; AND SETTING FORTH AN EFFECTIVE DATE.

WHEREAS, in accordance with the provisions of the City of Ormond Beach, Florida, *Charter* and *Code of Ordinances*, the City Manager has submitted to the City Commission her Annual Budget for the various funds of the City, and

WHEREAS, Section 4.04(f), *Charter*, requires the Annual Budget to be adopted by Ordinance, and

WHEREAS, the City Commission has determined that it is necessary and appropriate to adopt an annual budget as attached hereto, now therefore,

BE IT ENACTED BY THE PEOPLE OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. The City Commission hereby adopts, as its Annual Budget for the 2022-2023 Fiscal Year (October 1, 2022 through September 30, 2023, inclusive), those appropriations set forth on Attachment “A” and the FY22-23 Proposed Budget document, which are attached hereto and incorporated herein by reference, including all travel, stipend, and wage adjustments for all elected and appointed officials, and all bargaining and non-bargaining unit employees in the classified and unclassified services.

SECTION TWO. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION THREE. This Ordinance shall take effect immediately upon its adoption.

PASSED UPON at the first reading of the City Commission, this 7th day of September, 2022.

PASSED UPON at the second reading of the City Commission, this 21st day of September, 2022.

BILL PARTINGTON
Mayor

ATTEST:

SUSAN CARROLL DAUDERIS
City Clerk

PROPOSED BUDGET



FY 2022-23



CITY OF ORMOND BEACH BUDGET
FY 2022-23
OCTOBER 1, 2022 – SEPTEMBER 30, 2023



CITY COMMISSION

BILL PARTINGTON, MAYOR

DWIGHT SELBY, ZONE ONE

TROY KENT, ZONE TWO COMMISSIONER

SUSAN PERSIS, DEPUTY MAYOR & ZONE THREE COMMISSIONER

ROB LITTLETON, ZONE FOUR COMMISSIONER

Joyce A. Shanahan
Claire Whitley
Kelly A. McGuire
Christopher D. Byle

City Manager
Asst. City Manager
Finance Director
Asst. Finance Director

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COMMUNITY OVERVIEW

CITY OF ORMOND BEACH

The city that is now Ormond Beach, which is located on the northeast coast of Florida, dates from the period immediately following the Civil War. J. Andrew Bostrom, a former Union soldier originally born in Sweden, settled land on the peninsula. Concentrated settlement on the mainland began in 1873 with the establishment of New Britain, founded by a small community of New Englanders intent on making their living from citrus cultivation. In 1875, New Britain was subdivided into blocks and lots, with the original plat containing eleven (11) streets. Of the eleven (11) streets, seven (7) retain their original names, with four (4) located in present downtown Ormond Beach.



By 1880, New Britain had grown enough to warrant incorporation. During the elections for incorporation, the town name was changed to Ormond, in honor of James Ormond III, descendant of an early British colonist from the 1770's. The town was legally incorporated on April 22, 1880 and adopted the banana tree as the town emblem.

The development of Ormond Beach accelerated during the 1880's when John Anderson, Joseph Price, Stephen Van Cullen White and other pioneers saw that the small wilderness community was linked by rail with the eastern United States. Their entrepreneurial spirit led to the construction of a bridge spanning the Halifax River (Atlantic Intra-coastal Waterway) from the mainland to the peninsula and the Ormond Hotel, a building that helped define the social and economic character of the community. During the late nineteenth and early twentieth centuries, Ormond became one of Florida's most recognized resort communities and the location of some of the first automobile races in the United States. Consequently, Ormond Beach became and is still known today as the "Birthplace of Speed". Ironically, following World War I, as the automobile became increasingly available to middle America, the character of Florida tourism changed, and Ormond declined in importance as a winter resort and tourist mecca, becoming a more traditional residential community.

In 1959, the City was granted 1,164 acres of land from the Federal government that was developed into a municipal airport that consists of two (2) active runways and six (6) taxiways. In addition, the City purchased 176 acres from the Federal government in 1959; a site that has since been developed into a successful commerce center. Since 1970, the city's population increased from approximately 14,000, to the present population of approximately 38,000, which has resulted from a combination of real growth and annexations. During the 1990's, residential development and the City's commercial and retail center expanded westward beyond Interstate 95 as the size of the City grew to approximately 29 square miles.

The median age of the City's residents is 48.7. Approximately 42% of households include someone over the age of 65. Median income is \$62,243 with 32% of citizens having achieved a higher education (Bachelor or Master degree).

City of Ormond Beach Mission Statement



To ensure Ormond Beach is one of the most attractive, stimulating and innovative communities in Florida, while protecting our rich history and maintaining our unique charm. Boasting an environment where our children can thrive, with a prosperously diverse and balanced economy. All the while, delivering exceptionally responsive service to our citizens and cultivating the highest quality of life.





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Ormond Beach
Florida**

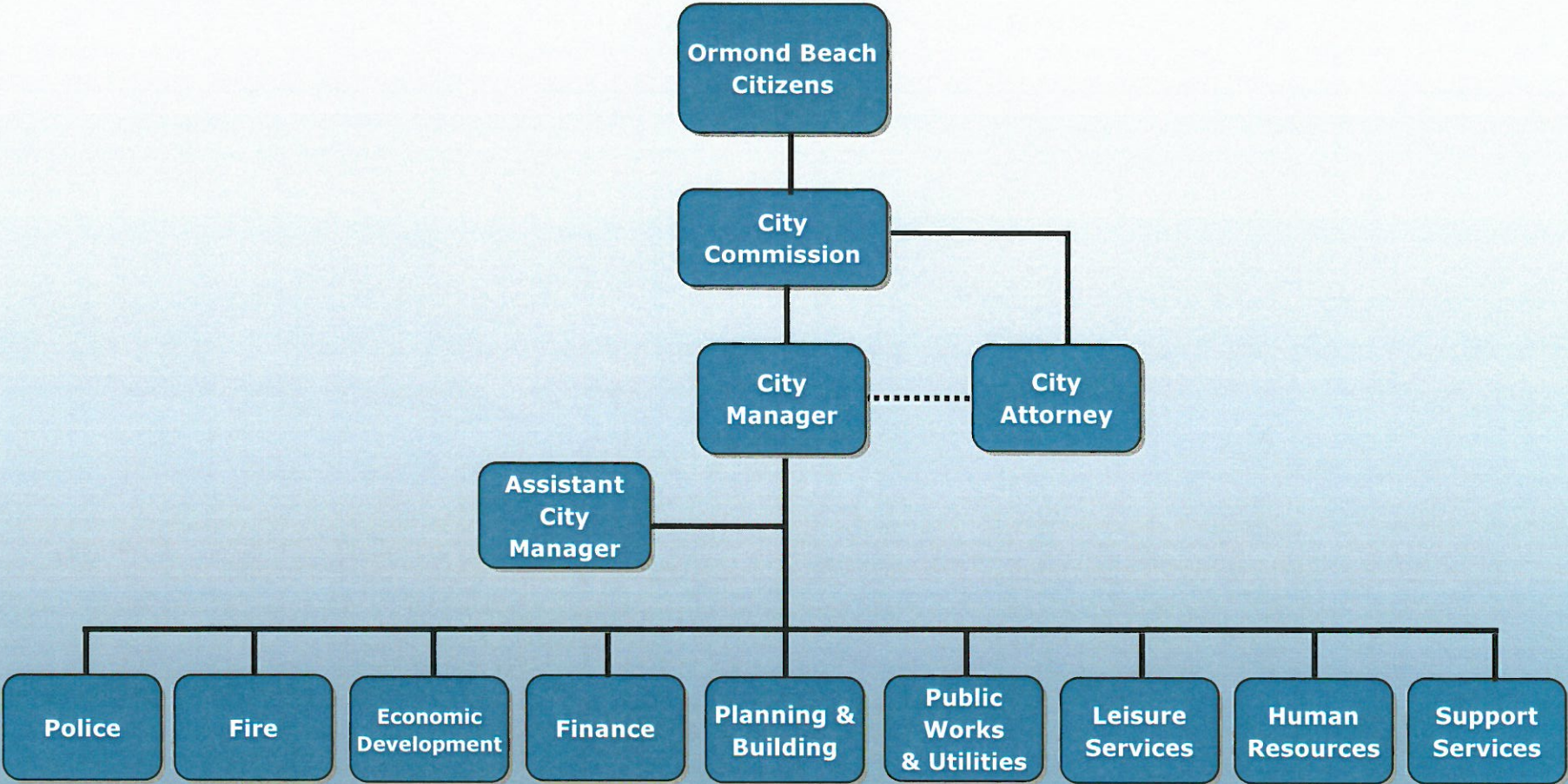
For the Fiscal Year Beginning

October 01, 2020

Christopher P. Morill

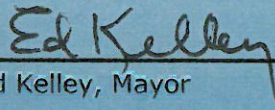
Executive Director

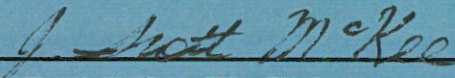
City of Ormond Beach Organizational Chart



This is to certify that this is the official organizational chart of the City of Ormond Beach referred to in Article II, Chapter 2, of the City of Ormond Beach, Florida, *Code of Ordinances*, adopted by Resolution No. 2016-154 on November 1, 2016.




Ed Kelley, Mayor


J. Scott McKee, City Clerk



City of Ormond Beach FY 2022-2023 Proposed Budget

City Manager's Budget Message

To: The Honorable Mayor and City Commission
From: Joyce Shanahan, City Manager
Date: September 7, 2021
Subject: FY 2022-2023 Recommended Proposed Budget

In accordance with the Charter, I am pleased to present for your consideration the City Manager's proposed budget for the Fiscal Year, beginning on October 1, 2022, and ending September 30, 2023. The annual budget serves as the essential financial guide for the City. It is the primary governing document that provides a history of prior economic activities and future expenditures. As in previous years, the budget is based upon long-term financial trends that are regularly monitored, including various consumer price indexes for inflation, construction, and energy, as well as health insurance rates, labor union contracts, and employee turnover ratios, all of which impact the budget.

Total City Budget – All Funds (all dollars in millions)				
	FY 2023	FY 2022	\$ Dollar Change	% Percent Change
Revenues	\$112.49	\$101.72	\$10.77	10.57%
Expenses	\$112.49	\$101.72	\$10.77	10.57%
<u>10/1</u> Beginning Fund Balance	\$25.02	\$29.09	-\$4.07	-14.00%
<u>9/30</u> Ending Fund Balance	\$16.00	\$25.02	-\$9.02	-36.05%

While the economic outlook remains strong, we continue to adhere to our conservative approach to the budget by managing costs without compromising the services that add value and serve our residents and businesses.

The proposed budget continues the City Commission's long legacy of careful fiscal stewardship while being mindful of the needs of our residents and business community. The City Commission continues to hold staff accountable to actively pursue new ideas and better ways to get the job done while remaining steadfast in providing the highest quality services to our community.

As Travel Weekly stated, "...Ormond Beach is the kind of place many people are searching for and are still surprised to find in Florida. It is small scale, manageable, and quaint." The City of Ormond Beach is well recognized for our remarkable quality of life, beautiful beaches, vibrant downtown, attractively landscaped corridors, manicured parks and ballfields, thriving businesses, and a healthy business environment. Dozens of companies headquartered in Ormond Beach produce products known the world over for quality and reliability. For all these reasons, Ormond Beach is known as Central Florida's Preferred Business Address.



City of Ormond Beach

FY 2022-2023 Proposed Budget

City Manager's Budget Message

Budget Process

The annual budget review process typically begins with a June Capital Improvement workshop. This is preceded by a review process of various city boards, including the Airport Advisory Board, Leisure Services Advisory Board, and Quality of Life Advisory Board. Direction from the City Commission is implemented into the proposed budget. Staff then reviews the proposed budget with the Budget Advisory Board. This Commission Budget Workshop marks the last step in the budget process before a formal draft budget is prepared. It provides an opportunity for the City Commission, together with the Budget Advisory Board, the city manager, and senior staff, to get together to review revenues and expenditures and discuss needs and future ideas.

Total Budget

The City of Ormond Beach has a long-established history of fiscal stability. As a result, even during unprecedented events like COVID-19, there was a limited interruption to City Services and minimal impact on the general fund revenue. Despite the pandemic, revenues are trending toward pre-COVID-19 levels, allowing us to remain a consistent and reliable service provider to our residents and business community.

The total budget for the City is projected to be \$112.49 which includes the Operating/Personnel Budget for FY 2022-23 of \$91,892,724. The Capital Improvement Budget funds the first year of the 5-year capital plan at \$21,276,065. These projects will be primarily funded from dedicated capital funds. The proposed budget funds the inflationary increases in materials, supplies, fuel, and electricity; incorporates the mid-contract and annual wage adjustments; and provides for the addition of five much-needed positions, including 2 positions for police, 1 for utilities, and 2 for leisure services.

We anticipate \$103.11 million in total revenues for the coming fiscal year, and the use of fund balance is projected at \$9.38 million. The revenues include \$680,000 from general reserves for operating expenses and \$7,079,453 in funding from existing capital fund balances, which is money saved for this specific purpose.

General Fund

The General Fund revenues budget for FY 2022-23 totals \$41,522,489. This is an increase of \$3,768,561 or 9.98% compared to the prior fiscal year budget. Revenue projections for sales tax are rebounding well and are expected to increase in FY 2022-23. The most significant revenue source in the General Fund budget is ad valorem taxes in the amount of \$14,504,485, which is based upon reducing the current millage rate to 3.7610, reflecting a 3.88% decrease in the operating tax rate as compared to the prior year.



City of Ormond Beach FY 2022-2023 Proposed Budget

City Manager's Budget Message

Although the current rate is reduced, ad valorem property tax revenue will increase due to the 11.19% increase in Ormond Beach's property values established by the property appraiser. It is important to note that homesteaded residential property values are capped at 3% or the CPI index, whichever is less, and non-residential property is capped at 10%. The millage rate will generate \$16,938,131, of which \$2,259,298 is dedicated to specific capital funds for the necessary replacement of public safety vehicles and equipment, parks and recreation improvements, transportation, stormwater improvements, and utility system upgrades and vehicle replacements.

Fund Balance

Ormond Beach remains financially strong with the projected fund balances; we remain consistent with the auditor's prior evaluation of our financial position, including General Fund reserves, which are projected at 15% at the conclusion of FY 2022-23.

The FY 2022-23 proposed budget includes the use of fund balance for capital projects (\$900,000), economic development incentives (\$117,000), inflation contingency (\$400,000), and funding necessary to reduce the tax rate (\$680,000).

The City continues to operate in a fiscally conservative manner, and this budget is no exception. Based on the proposed budget, it is projected that we will end the FY 2023 year with fund balances from all funds totaling \$16 million or 17.6%

Strategic Plan

This budget follows the Commission's direction by focusing on goals identified in the City's 2019 Strategic Plan: 1) Public Safety, 2) Transportation, and 3) Water Quality and Environment.

- **Public Safety:**
 - **Goal:** *Provide a safe and secure city that maintains a sense of security and responsiveness for all residents.*
 - **Priority Objective:** *Develop a long-range plan to purchase emergency vehicles and equipment.*
 - **Implementation:** This proposed budget maintains the dedicated millage established last year for the Public Safety capital equipment fund of 14.4 cents per tax dollar (0.1440 mills or \$626,225). Continuation of this fund ensures a long-term revenue source for these essential services. This budget proposes the replacement of 6 new patrol cars, two specialty unit vehicles, and one motorcycle; two commercial dryers for Fire Dept turnout gear; and a brush truck. In addition,



City of Ormond Beach FY 2022-2023 Proposed Budget

City Manager's Budget Message

this fund will pay for the lease-purchase payments for two fire pumpers purchased in 2020.

- **Transportation:**

- **Goal:** *Develop and maintain a balanced, efficient, and safe transportation system.*
- **Priority Objective:** *Increase funding for transportation for local road rehabilitation to increase the rate at which local roadways are rehabilitated.*
- **Implementation:** This proposed budget maintains \$750,000 for road rehabilitation, up 150% from \$500,000 in FY 2020-2021, to allow more dollars for roadway resurfacing and to partially adjust funds for inflation costs related to construction materials including asphalt.

- **Water Quality and the environment:**

- **Goal:** *Maintain the City's environmental stewardship by reducing the negative impacts of pollutants on water bodies.*
- **Priority Objective:** *Increase water and reclamation infrastructure funding to ensure our facilities operate at optimal capacity and efficiency.*
- **Implementation:** This proposed budget contains \$10,150,000, an increase of \$3.16 million from FY 2021-2022, for essential capital infrastructure repair, replacement, and improvement projects that ensure the City remains an excellent environmental steward of our water bodies and their tributaries.

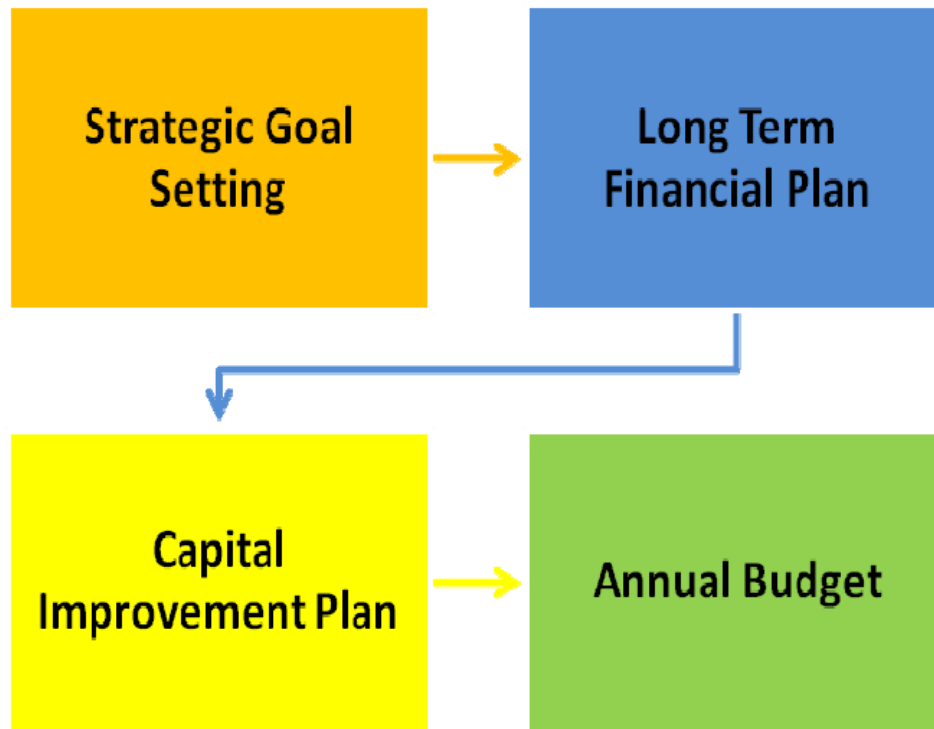
This proposed budget serves the citizens of the community well by providing the funds necessary to maintain and improve infrastructure, ensure qualified and responsive fire and police protection, and offer amenities that define our community through committed, dedicated, and exceptional employees that remain steadfast in our goal to provide the highest quality service.

Respectfully Submitted,

Joyce Shanahan
City Manager

Strategic Goal Setting & Financial Planning Process

Long-term Financial Planning is based on the strategic goals set forth by the City Commission and is used to inform the Capital Improvement Plan process and the annual budget preparation process.



The strategic goal setting and financial planning process consists of the following components:

- City Commission Strategic Planning Workshop
- Financial Trends Analysis
- Capital Improvement Workshop
- Proposed Budget Workshop

Strategic Planning

The City of Ormond Beach, population 40,000, is a beachside community on the east coast of Central Florida that prides itself on providing a high quality of life for all. As nearby communities have transformed into densely populated and congested areas, Ormond Beach has strategically managed growth to retain its charm and character. Instrumental in this effort is the city's long history of engaging residents to help shape their community.

In 2015, as economic recovery started to gain momentum, the city conducted two community workshops in which Ormond Beach residents shared their dreams and aspirations for the future of the city. Because of the importance in gathering input at this critical time, the city launched a partnership with the Florida Institute of Government at the University of Central Florida to facilitate the workshops called "community conversations." The facilitator summarized the information from the workshops and incorporated it into the City Commission's formal strategic planning process.

Utilizing this information, key strategic goals were developed and tracked through the City Commission agenda process. In 2016 & 2017, working again with UCF, the City Commission evaluated the progress of and updated the key strategic goals.

In 2018, the City of Ormond Beach conducted an extensive citizen engagement process, The OB Life, to fully engage the community to help determine the kind of city Ormond Beach would be in the future. A series of six community forums were held addressing community development; transportation and livable communities; environment and water quality; public safety; leisure and culture; and economic development. Nearly 700 people attended the meetings where they heard presentations from 17 speakers, participated in small group discussions, and posed more than 600 questions which are all answered by city staff and posted on the city's website.

This comprehensive process provided community education and gathered valuable input that guided the discussions of the Mayor and City Commissioners during the strategic planning workshop held on February 27, 2019, which was also attended by the City Manager, City Attorney and the city's senior staff.

Using the information gathered from participants in The OB Life series, the Commissioners identified strategic issues the city should address along with specific objectives for the city to accomplish in the next few years. The final activity of the workshop was for the City Commission to select and refine priority objectives for implementation.

Following is a summary of the discussions and conclusions reached at the workshop.

GOAL AREA: COMMUNITY DEVELOPMENT

GOAL STATEMENT:

To ensure the charm and rich history of our community is well maintained through orderly development and redevelopment utilizing existing infrastructure, including utility service areas outside the City's municipal boundaries.

Priority Objective

Develop an annexation policy for future growth

Progress Measures:

- Number of parcels available for voluntary annexation
- Number of parcels in Volusia County ISBA area suitable for annexation
- Number of properties outside city limits with water and sewer agreements
- Development of annexation policy
- Execution of annexation agreements
- Analysis of service delivery costs

Other Objectives

Complete Downtown Master Plan Update

Identify and develop strategies to deal with future impacts of Daytona Beach development that borders the south side of SR40 West

GOAL AREA: ECONOMIC DEVELOPMENT

GOAL STATEMENT:

To ensure the economic health and vitality of the City of Ormond Beach by providing an environment allowing businesses to thrive through retention, expansion, and attraction.

Priority Objective

Continue attracting and retaining high wage jobs/businesses to the city—development of Ormond Crossings

Progress Measures:

- Number of Business Recruitments
- Number of Business Expansions
- Number of Business Retentions

Other Objectives

Identify and develop pad ready sites at airport and Ormond Crossings

Negotiate with County to expand CRA along A1A to Daytona Beach

Construct open access road between Business Park and Pineland Trail

Continue economic development incentive program

Develop PILOT (Payment in Lieu of Taxes) Policy

GOAL AREA: GOVERNANCE

GOAL STATEMENT:

To build and maintain strong governance practices internally and externally through continued civic engagement efforts with residents, effective management and operational policies, and strategic partnerships with other governments and agencies to support the city's directions.

Priority Objective

Improve public information outreach—social media and other methods

Progress Measures:

- Hire Public Information Officer—June 2019
- Develop Social Media Strategy—August 2019
- Increased social media engagements—December 2019

Develop multi-year employment agreements with all three bargaining units

Progress Measures:

- New three-year agreements with the City's union

Make Ormond Beach a pet-friendly community—create an anti-tethering ordinance

Progress Measures:

- Anti-Tethering Ordinance Adopted

Other Objectives

Utilize Supervisor of Elections Office for campaign reporting—develop policy

Explore acquisition of new agenda management system and ADA accessibility compliance

Continue legislative advocacy program—Home Rule

GOAL AREA: PUBLIC SAFETY

GOAL STATEMENT:

To provide a safe and secure city that maintains a sense of security and responsiveness for all residents; by protecting and serving our community through the provision of effective, efficient and responsive emergency services.

Priority Objective

Complete feasibility study and identify funding options for new Police Station/Emergency Operations Center

Progress Measures:

- Completion of feasibility study—September 2019
- Completion of space needs analysis—January 2020
- Identify funding options—January 2021

Work with private sector to bring emergency services back to beachside

Progress Measures

- Identify community needs
- Identify available locations
- Meet with medical provider

Other Objectives

Purchase latest and up-to-date equipment for all first responders

Develop a long-range plan for purchase of emergency equipment and vehicles

GOAL AREA: QUALITY OF LIFE

GOAL STATEMENT:

To ensure Ormond Beach remains the crown jewel of central Florida, by providing for the quality, quantity and variety of passive and active recreation areas and facilities to serve the needs of our community.

Priority Objective

Update parks/recreation master plan including LED lighting, linear parks, and Central Park Expansion

Progress Measures

- Prepare Request for Proposals and award contract for Parks and Recreation Master Plan Study – May 2020
- Identify areas for Central Park expansion—September 2020
- Evaluate LED lighting projects for FY 2020-2021 CIP
- Evaluate Linear Parks for FY 2021-2022 CIP

Other Objectives

Complete Cassen Park Upgrade

Expand Activities at the Environmental Discovery Center

- Explore feasibility/funding for concrete pier, seek partners
- Complete feasibility/funding option for proposed uses of the church property
- Explore grant opportunities to restore and preserve Chief Tomokie Statue

Bring back Santa Land at The Casements

GOAL AREA: TRANSPORTATION

GOAL STATEMENT:

To develop and maintain a balanced, efficient and safe transportation system incorporating multi-modal strategies while working in conjunction with partners, including, other cities, county, and regional organizations, as well as state and federal partners.

Priority Objective

Work with County, State and Daytona Beach to develop Hand Ave. Extension

Progress Measures

- Include Hand Ave Extension in TPO 5 Year Plan
- FDOT Conduct preliminary design & environmental assessment
- FDOT Approve budget appropriation for design & engineering
- FDOT Approve budget for construction

Other Objectives

Add double left turn lanes on Beach Street going east onto Granada Blvd.

Redesign and rebuild I-95/US1 Interchange

Continue implementation of adaptive signalization system

Increase multi-modal transportation options—Virgin Train station, bike paths, ferry and pedi-cabs

GOAL AREA: WATER QUALITY & ENVIRONMENT

GOAL STATEMENT:

To maintain the City's environmental stewardship by reducing negative impacts of pollutants to waterbodies, such as the Halifax and Tomoka Rivers and their tributaries that decrease the quality of life of Ormond Beach residents.

Priority Objective

Septic to sewer - invest \$1M in phase one —Design and permitting of 700 homes on the North Peninsula

Progress Measures

- Include funding for design for Septic to Sewer in FY 2019-2020 CIP
- Present needs at State Local Legislative Delegation Meeting in September 2019
- Seek Legislative appropriation for design costs, March 2020
- Seek St. John's River Water Management Grants, March 2020

Other Objectives

Development of fertilizer ordinance

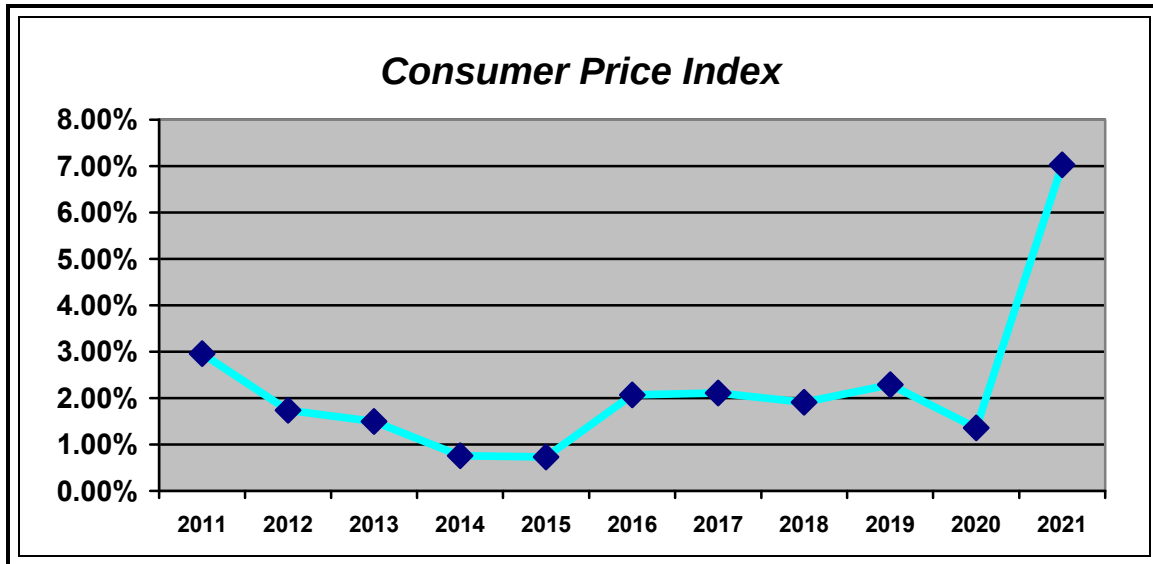
Expand reclaimed water system to other areas based upon availability and participation

Educating and eliminating use of plastics—straws, bottles, etc.

Financial Trends Analysis

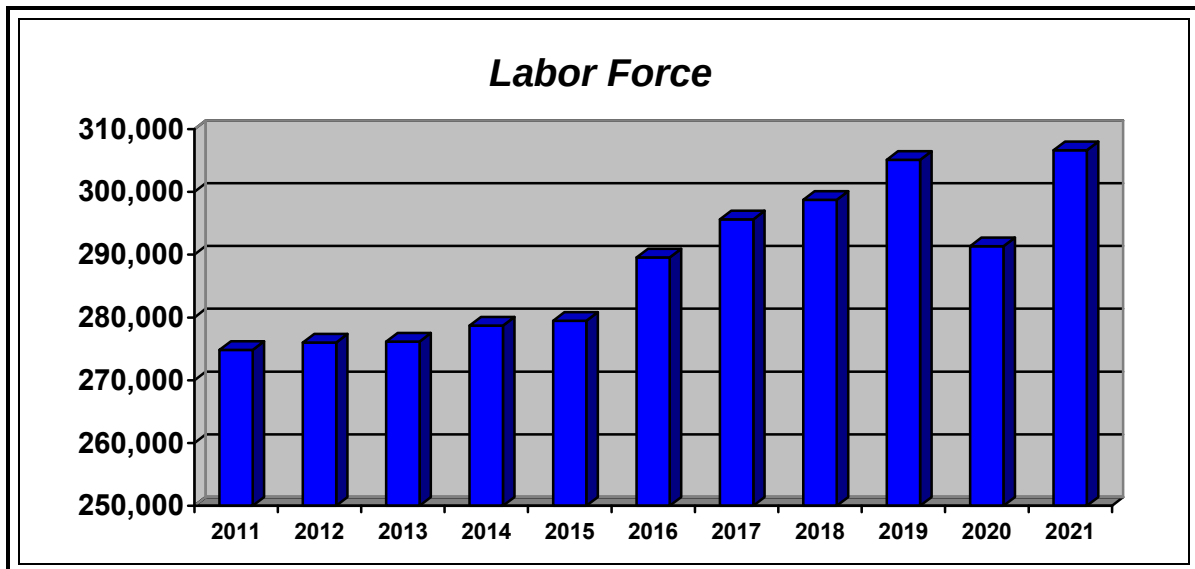
National Economy:

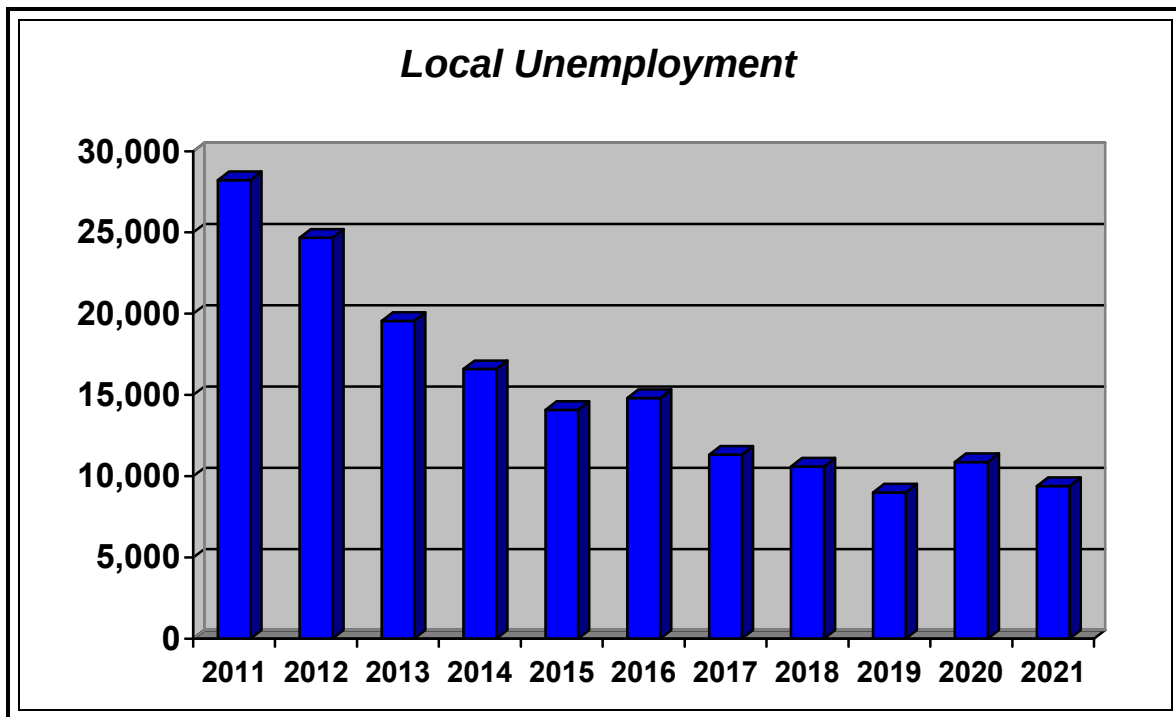
Economic indicators are useful for evaluating the environment within which the City operates. The Consumer Price Index (CPI), a widely used indicator of inflation prepared by the U.S. Bureau of Labor Statistics increased by 7.03% as of the end of calendar year 2021 as compared to 2010.



Local Economy:

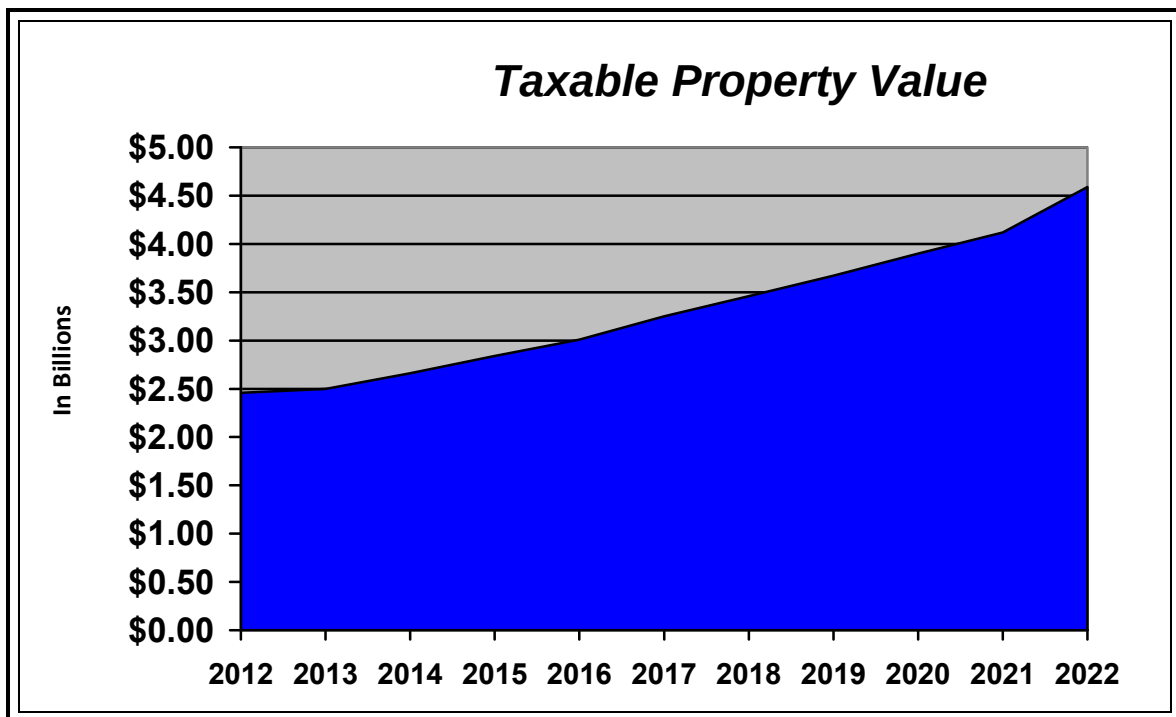
According to the U.S. Bureau of Labor Statistics, unemployment for the Deltona-Daytona Beach-Ormond Beach area has decreased by 48.5% from 2020 to 2021. As of December 2021, an estimated 9400 people locally were unemployed.





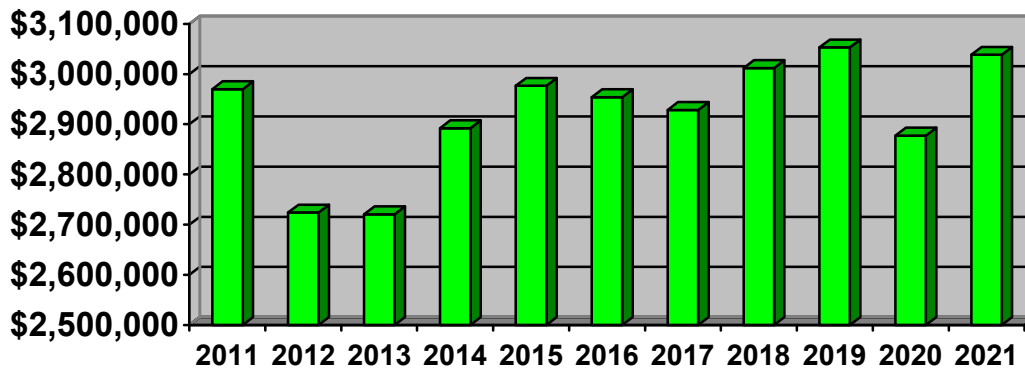
Major Revenue Sources:

The 2022 taxable value is \$4.59 billion, an increase of \$462 million from 2021. The increase includes \$411 million from existing properties and \$51 million from new construction and annexations.

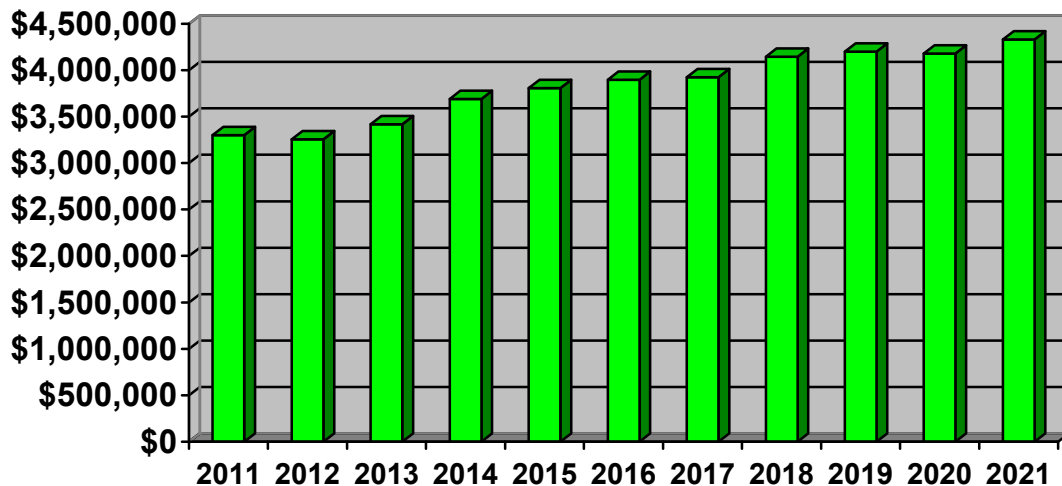


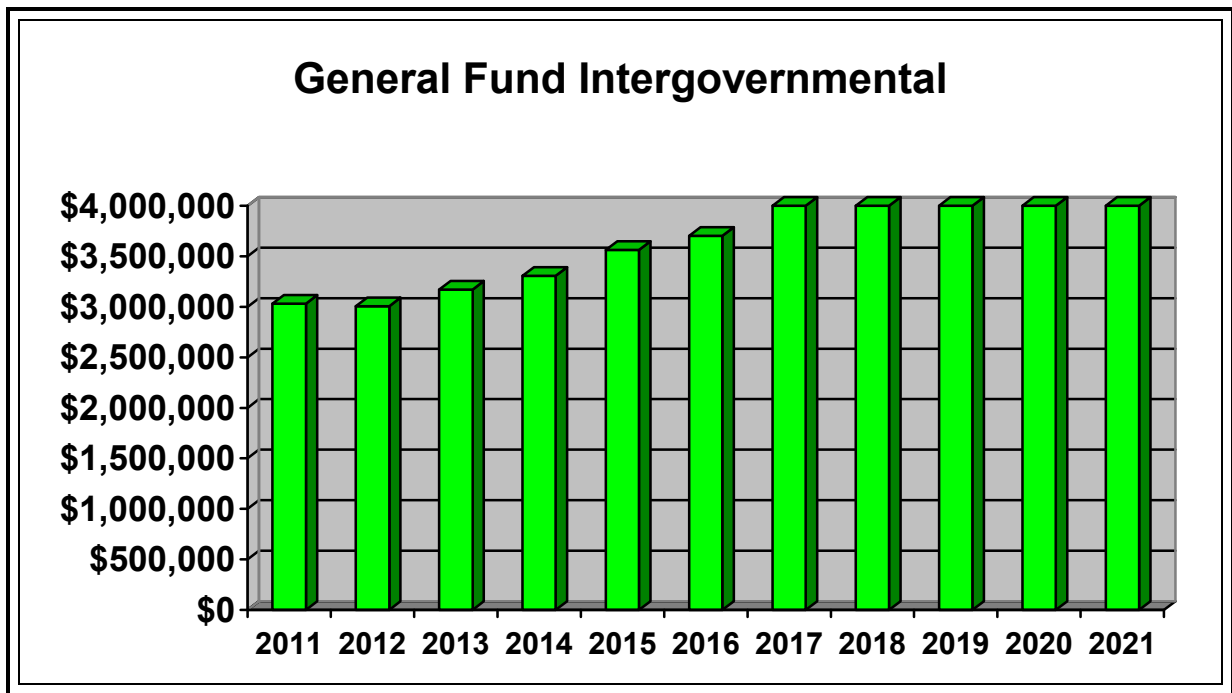
Aside from property taxes, the largest revenue sources consist of franchise fees, utility taxes, intergovernmental revenue and utility user fees are levied to fund the costs of certain activities or services. Franchise fees and utility taxes are generated from a surcharge on electric and natural gas. Intergovernmental revenue consists largely of sales tax passed through to local governments from the State. These revenues are expected to remain relatively stable.

General Fund Franchise Fees

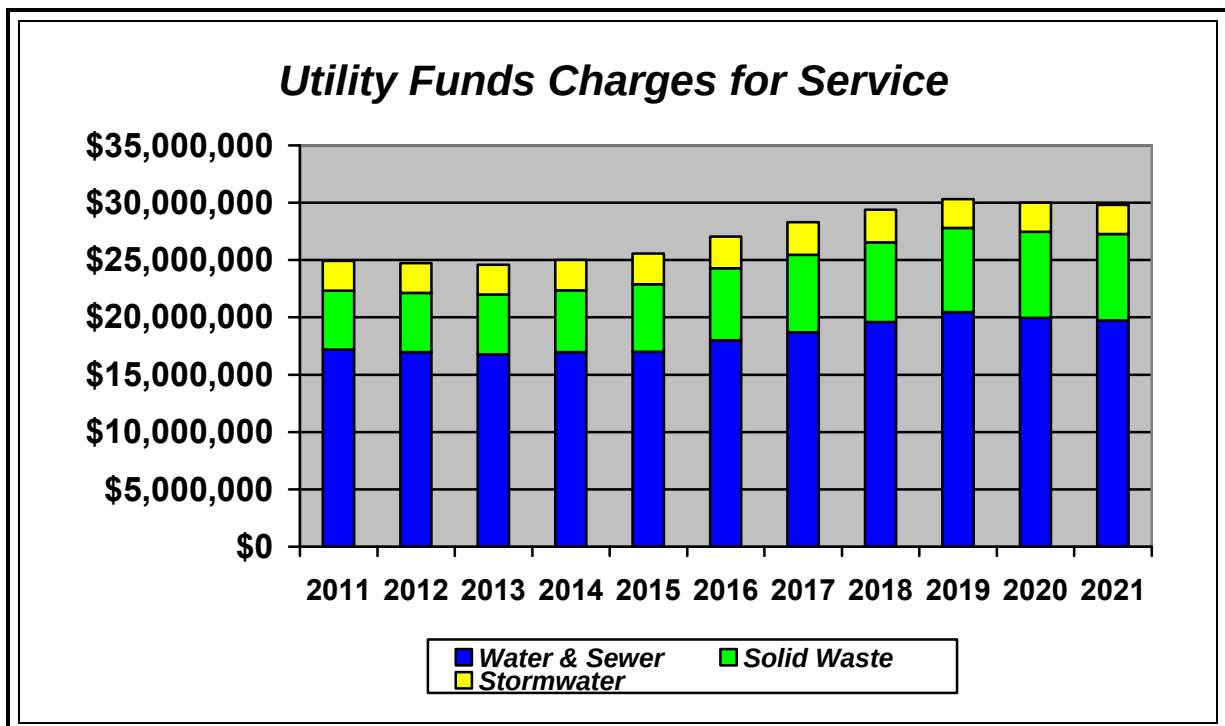


General Fund Utility Tax



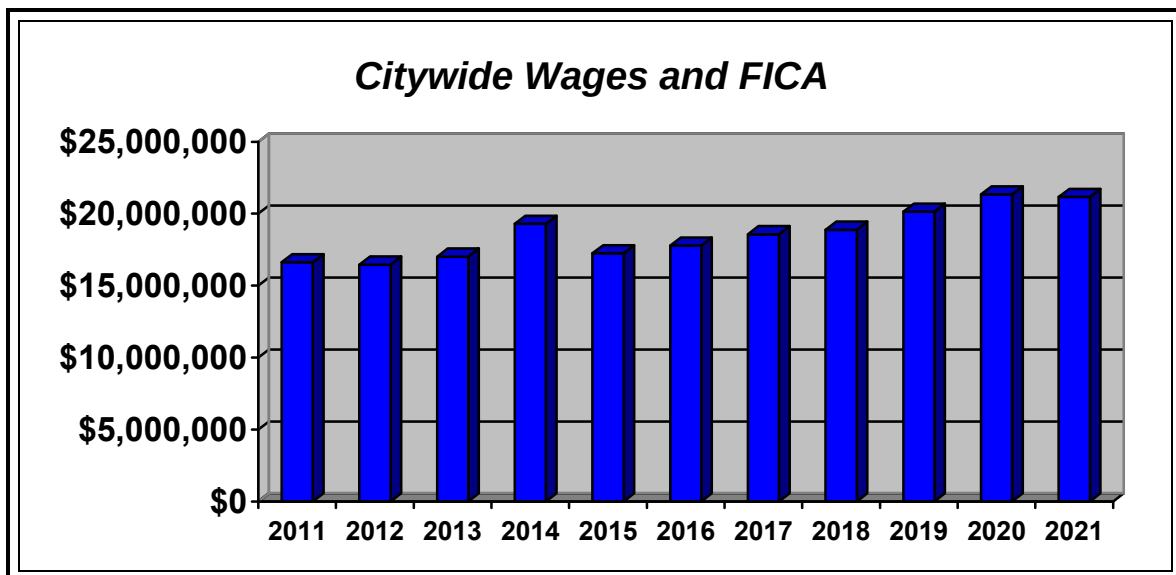
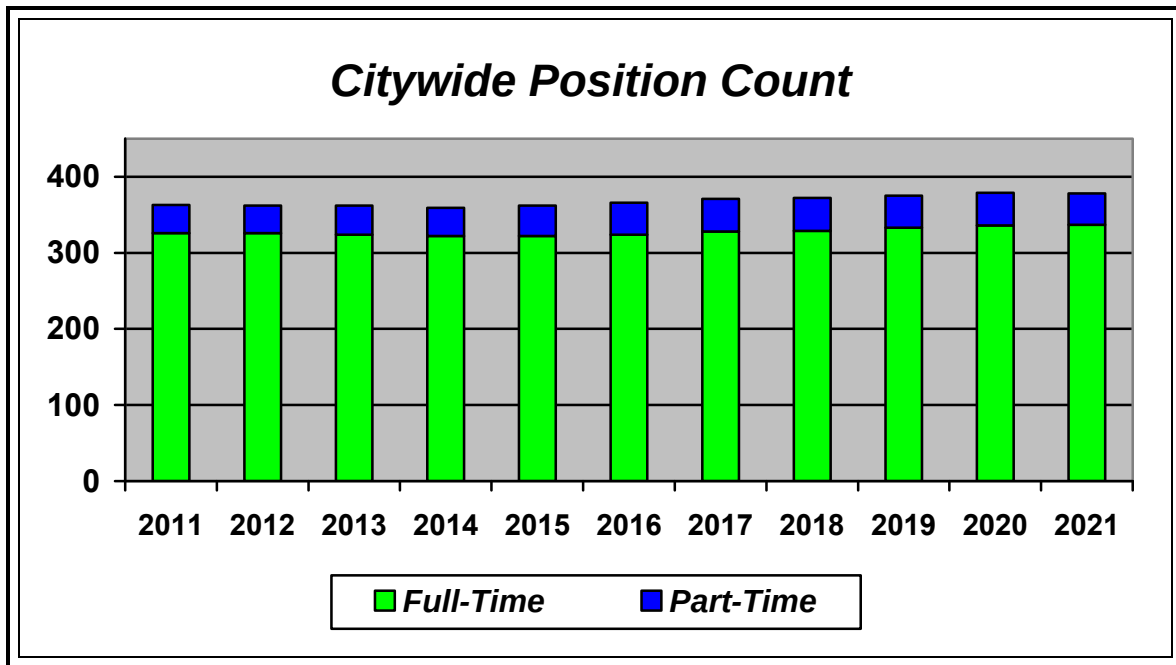


Stormwater fees are expected to remain steady. Water, Sewer and Solid Waste fees are expected to grow contingent upon approval of the recommended rate increases.

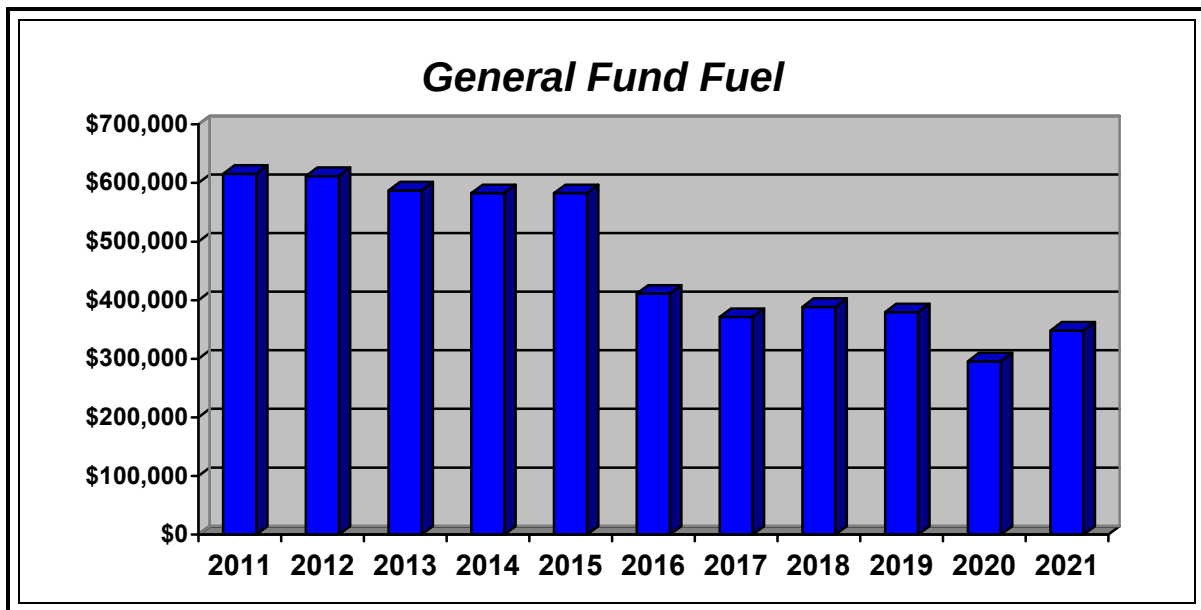
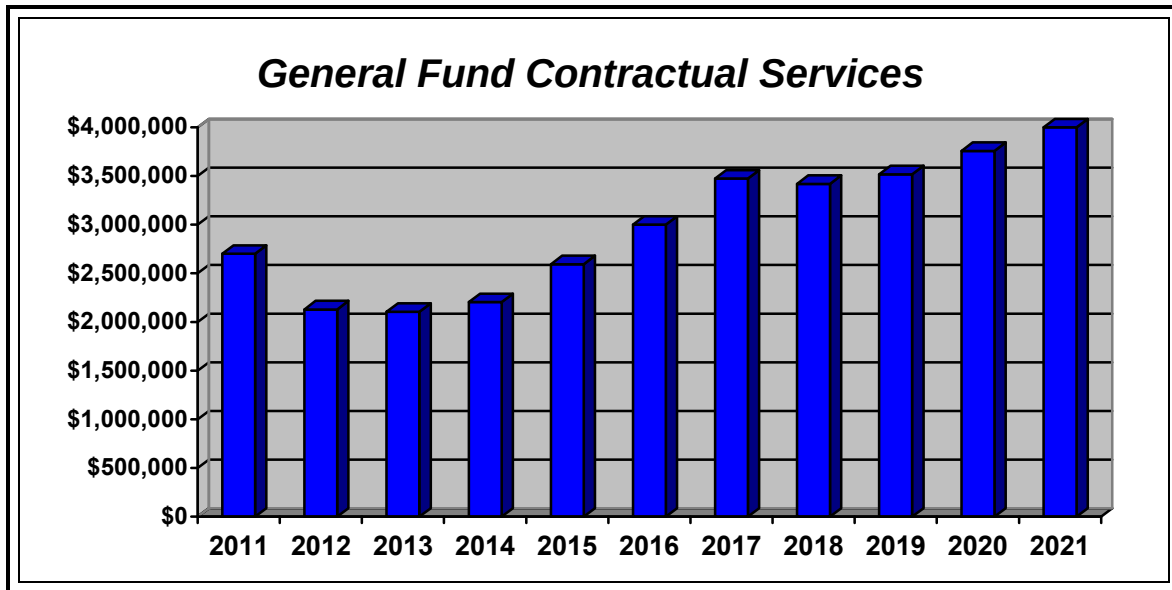


Major Expenditure Categories:

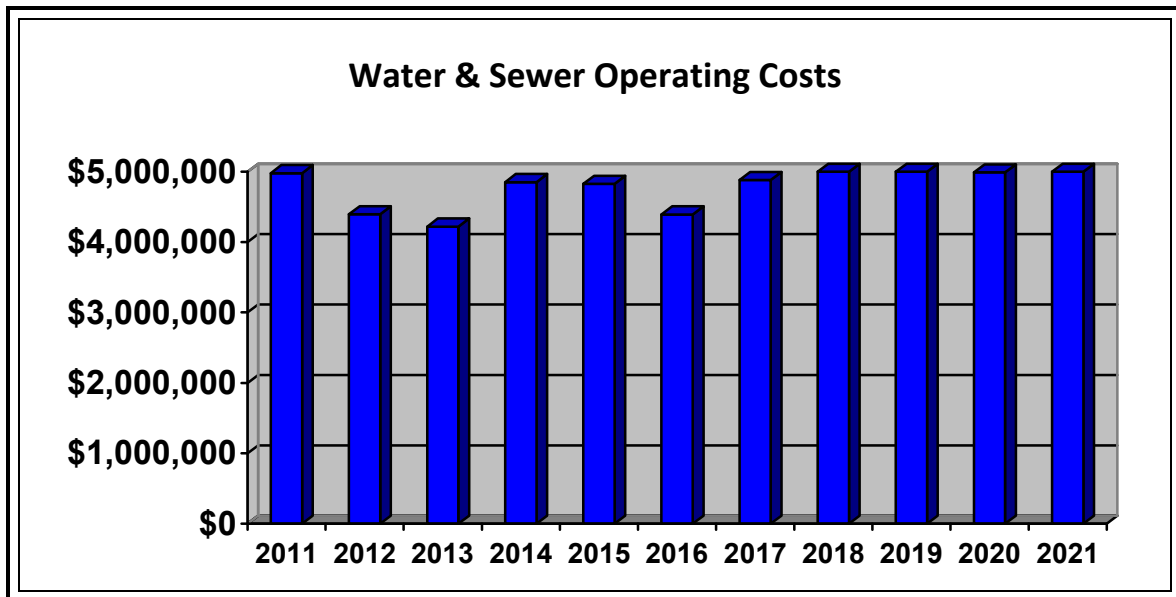
The number of positions has stayed relatively stable over the past ten years while the cost of wages has increased steadily consistent with the Collective Bargaining Agreements of the City's three unions.



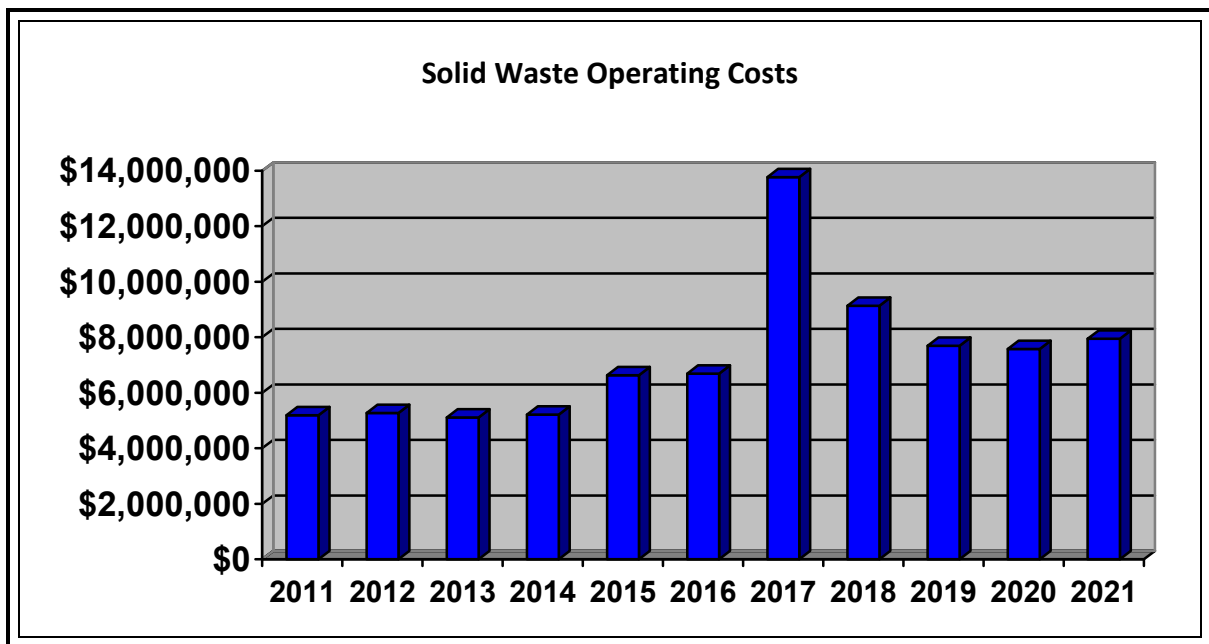
The category of contractual services is largely comprised of expenditures for landscaping medians and maintenance of the City's sports fields. These costs continue to rise. Fuel costs associated with the City vehicles also continue to rise.



Water & Sewer operating costs consist mainly of chemical and electric expenses associated with operations of the two plants. These costs have remained stable since 2017.



Solid Waste operating costs consist mainly of expenses paid to the contractual waste hauler for collection of trash and recycling. The costs increased significantly in 2017 when the City rebid the contract. Costs have remained steady since that time.



Budget Assumptions

Revenues

1. Conservative revenue estimates are utilized to allow for unanticipated changes in collection levels or economic deterioration. In the case of revenues distributed by the State such as sales tax and municipal revenue sharing, revenue estimates are based on information provided by the Legislative Committee on Intergovernmental Relations and the City's historical trends.
2. The budget was prepared using an operating millage rate of 3.9128 mills. The total millage, including debt, is 3.9978.
3. The budget includes a 3% increase in Leisure Service fees.
4. The budget was prepared without using General Fund Reserves for ongoing operations.

Expenditures

1. As a service provider, employee costs account for a significant portion of the City's budget. The budget has been prepared according to the following assumptions:
 - a. Retirement contributions – Necessary funding for retirement benefits has been included and is based upon the most recent annual actuarial evaluation. Total contributions amount to \$3.88 million, an increase of \$166,154.
 - b. A health insurance premium – The budget provides for estimated increases in healthcare cost and includes the continuation of the annual healthcare incentive.
2. Personnel changes include the following:
 - a. The budget includes the addition of five full-time positions: Police Lieutenant, Public Information Officer, SONC Recreation Leader, Casements Special Events Tech, and SCADA Tech. The budget also includes modifying two positions from part-time to full-time status: Police Evidence Tech Officers and Utility Locate Tech.
3. General fund contributions to outside agencies (not for profit) are as follows:

<u>Agency</u>	<u>Amount</u>
Crime Stoppers	\$ 600
Early Learning Coalition	\$ 7,440
Operation Caring Through Sharing	\$1,488
Homeless Initiative	\$82,000

Cost allocation/Transfers

The City's Engineering Division provides services to capital project funds such as Transportation, Stormwater, General Capital Improvements and Water/Wastewater. The cost allocation plan provides for a direct department charge in lieu of an interfund transfer resulting in more complete financial disclosure. Similarly, the Fleet division provides services for other departments and costs are allocated accordingly.

Budget Advisory Board Recommendation

The Budget Advisory Board reviewed the proposed FY 2022-23 budget on July 6th and recommends adoption as presented.

Capital Improvement Program Workshop

After the completion of strategic goal setting and financial trend analysis, the City develops the capital improvement program and presents it to the City Commission at a workshop.

Capital Improvement Program Workshop

After the completion of strategic goal setting and financial trend analysis, the City develops the capital improvement program and presents it to the City Commission at a workshop.

The City's Five-Year Capital Improvements Program represents a substantial effort to identify and schedule capital investments for a multi-year period. Departments submit capital improvement requests to the Finance Director (capital projects with a cost of \$25,000 or greater). The Finance Director and City Manager meet with departments to discuss their requests. The Leisure Services Advisory Board, Quality of Life Board, Aviation Advisory Board, and Public Works Board also provide recommendations for consideration. The proposed capital improvement plan is reviewed and finalized by the City Commission during a workshop in June. Projects recommended for funding in the next fiscal year are incorporated into the proposed annual budget. The CIP workshop focuses on the following areas:

- Developing a consensus with respect to appropriating the necessary funding for the upcoming budget years.
- Developing a consensus on the level of funding for property tax supported projects included in the following categories: Facilities Renewal and Replacement, General Capital Improvement and Transportation. Also discuss the addition of a dedicated millage for General Vehicle Replacement.
- Projects included in the CIP will be funded based on one or more of the following factors with maintenance or upgrade of existing facilities being the highest priority:
 - Involves necessary or planned maintenance, renovation or construction of an existing facility, equipment or infrastructure.
 - Reflects a prior multi-year commitment previously approved by the City Commission.
 - Enhances the use or appearance of an existing facility or City-maintained public area.
 - Included in a previous Master Plan or conceptual plan previously considered and endorsed or reviewed by the City Commission.

Budget Development and Workshop

Departments submit annual budget requests (personnel and operating) to the Finance Director in April. Department requests are reviewed by the City Manager and Finance Director. Thereafter, the proposed budget is provided to the City Commission for review prior to the budget workshop held in mid-July. This workshop is a culmination of the aforementioned planning workshops. Changes to the proposed budget and tax rate are discussed during this workshop. The tentative tax rate is approved by the City Commission during a regular meeting in July. The final tax rate and budget are approved by the City Commission in September.

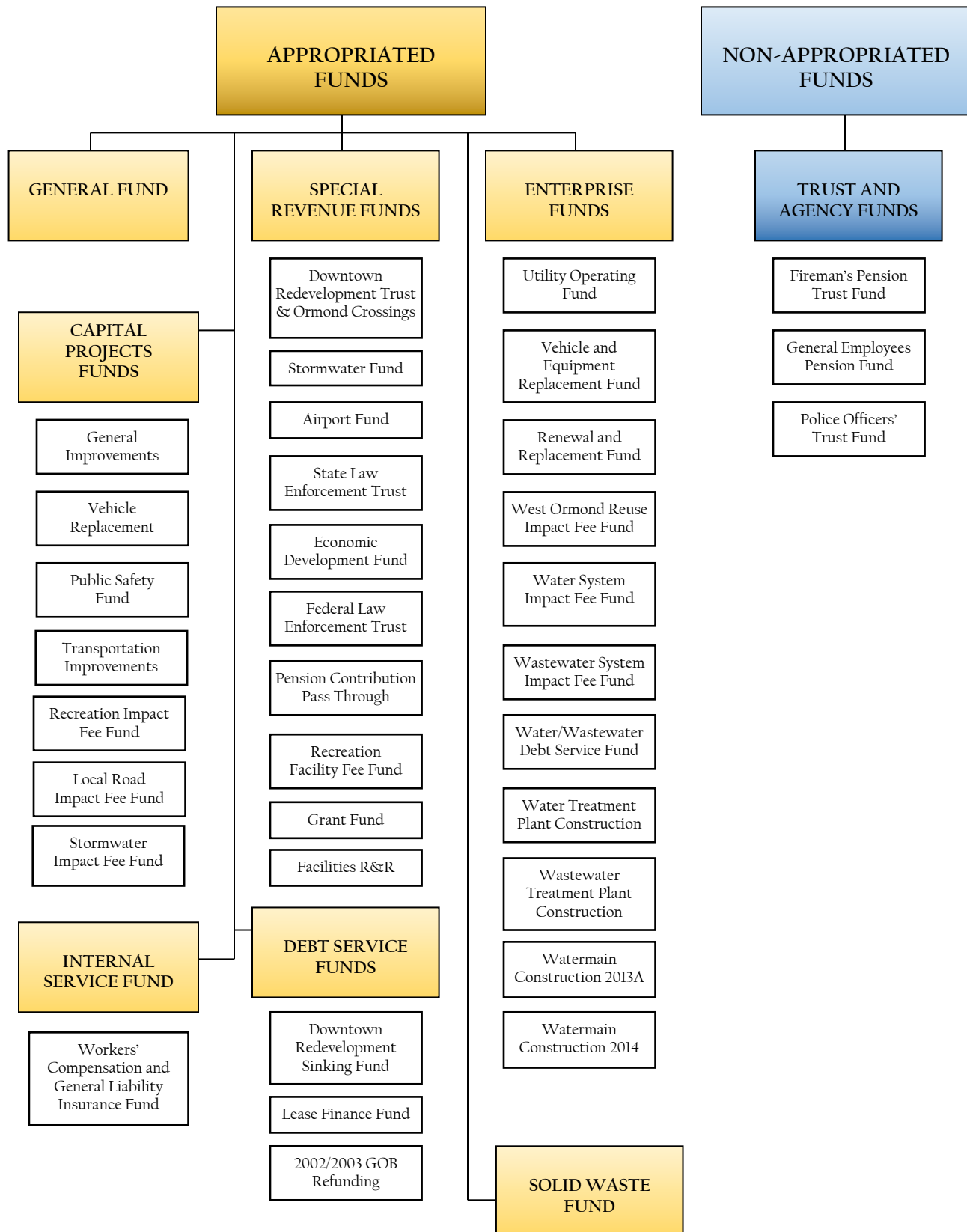
POLICIES
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BUDGET CALENDAR

DATE	ACTIVITY
May 6	Budget Requests due from Depts.
June 7	Capital Improvement Plan & Draft Budget submitted to City Commission
June 8	Budget Review with City Manager
July 1	Certification of taxable value submitted to City
July 8	Budget document submitted to City Commission
July 19	Operating Budget Workshop
July 19	Approval of tentative millage levy at regular City Commission meeting (7:00 at City Commission Chambers)
September 7	First Public Hearing to adopt proposed millage rates and budget
September 21	Second and Final Public Hearing to adopt Final millage rates and budget.

FUND STRUCTURE



MAJOR FUNDS

GOVERNMENTAL FUND TYPES

1. **General Fund** - The General Fund is the general operating fund of the City. It is used to account for all financial resources, except those required to be accounted for in another fund.

2. **Special Revenue Funds** - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes.
 - **Downtown Redevelopment Trust and Ormond Crossings Funds** - Used to account for tax increment proceeds received by the City within a specific district authorized by state statute.
 - **Stormwater Drainage Utility Fund** - The fund's purpose is to provide maintenance to the City's existing stormwater drainage system. Revenues are provided from user charges assessed to utility customers.
 - **Municipal Airport Fund** - The fund accounts for the financial activities of the Ormond Beach Airport. The airport was deeded to the City in 1959. The agreement restricts the use of the land and revenues derived from aviation related purposes. The airport is funded through rentals and lease revenues, grant revenues and transfers from the General Fund.
 - **Local Law Enforcement Trust Fund** - Used to account for proceeds generated by confiscation activities of the Police Department. Expenditures are restricted for law enforcement purposes only.
 - **Economic Development Fund** - This fund accounts for the City's proceeds of land sales and development costs associated with the City's airport business park.
 - **Federal Law Enforcement Trust Fund** - Used to account for proceeds generated by confiscation activities of the Police Department. Expenditures are restricted for law enforcement purposes only.
 - **Pension Contribution Pass Through** - Used to account for State contributions to the Police and Fire pension funds.
 - **Recreational Facility Use Fee Fund** - This fund accounts for impact fees assessed against users of recreation and cultural facilities within the City. Use of these funds is limited to expansion of those facilities.
 - **Grant Funds** - This fund accounts for proceeds of federal and state financial assistance and related capital expenditures.
 - **Facilities Renewal and Replacement** - This fund accounts for dedicated tax revenue used to maintain City facilities.

3. **Debt Service Funds** - Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

- **Financing Debt Service Fund** - This fund records principal and interest payments on various capital lease and notes payable obligations. Revenue sources include interest on investments and transfers from the General Fund.
 - **2002 General Obligation Debt Service Fund** - This fund records principal and interest payments on Series 2002 General Obligation Bonds. Revenues include ad valorem property taxes and interest on investments.
 - **2003 General Obligation Debt Service Fund** - This fund records principal and interest payments on Series 2003 General Obligation Bonds. The proceeds of this debt issue were utilized to construction Fire Station #92. Revenues include ad valorem property taxes and interest on investments.
 - **2004 Revenue Bonds** - This fund records principal and interest payments on Series 2004 Revenue Bonds. The proceeds of this bond issue were used to construct Fire Station #91.
 - **2010 General Obligation Debt Service Fund** - This fund records principal and interest payments on Series 2010 General Obligation Bonds. The proceeds of this debt issue were utilized to construction a beachfront park
4. **Capital Projects Funds** - Capital Projects Funds are used to account for financial resources to be used for equipment replacement or the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).
- **Capital Improvement Fund** - This fund is used to account for capital assets acquisitions and construction from general government resources and intergovernmental grants.
 - **Equipment Renewal and Replacement Fund** - This fund accounts for replacement of existing capital assets provided by general government resources.
 - **Public Safety Vehicle & Equipment Fund** - This fund accounts for replacement of vehicles and equipment for public safety provided by general government resources.
 - **Transportation Improvements Fund** - This fund is used to account for transportation related capital infrastructure acquisition and construction from general government resources.
 - **Recreation Facilities Impact Fee Fund** - This fund accounts for impact fees assessed and collected against new construction activities. Use of funds is restricted for expansion of existing recreational facilities or construction of new recreational facilities.
 - **Local Roads Impact Fee Fund** - This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion of existing local roadway links or construction of new local roadways.
 - **Stormwater Drainage Impact Fee Fund** - This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion of existing stormwater management facilities or construction of new stormwater management facilities.

PROPRIETARY FUND TYPES

1. **Enterprise Funds** - Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises--where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.
 - **Water and Wastewater Fund** - This fund is used to account for general water and sewer operations. The primary source of funding is user charges to water and sewer customers.
 - **Water and Wastewater Vehicle and Equipment Replacement** - This fund accounts for replacement of existing vehicles and equipment for the benefit of Water and Wastewater.
 - **Water and Wastewater Renewal and Replacement** - This fund accounts for replacement of existing capital assets for the benefit of Water and Wastewater.
 - **Water and Wastewater Debt Service** - Used to account for principal and interest payments resulting from the issuance of revenue bonds and other forms of debt.
 - **West Ormond Reuse Impact Fee** - This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of reuse facilities.
 - **Water Impact Fee** - This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of water facilities.
 - **Wastewater Impact Fee** - This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of wastewater facilities.
 - **Water Treatment Plant Construction** - This fund accounts for the construction costs associated with the expansion of the water treatment plant.
 - **Wastewater Treatment Plant Construction** - Used to account for the construction costs associated with the rehabilitation and expansion of the wastewater treatment plant and wastewater system.
 - **Watermain Construction 2013A** - This fund accounts for construction costs associated with the first phase of the 2-inch watermain replacement program.
 - **Watermain Construction 2014** - This fund accounts for construction costs associated with the second phase of the 2-inch watermain replacement program.
 - **Solid Waste Fund** - Used to account for activities associated with the removal of trash and debris. Expenditures are funded through user charges to customers.
2. **Internal Service Fund** - The Internal Service Fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments, on a cost-reimbursement basis.

- **Workers Compensation Fund** - This fund is used to account for expenditures associated with providing workers compensation coverage to employees.
- **General Liability Insurance Fund** - This fund is used to account for expenditures associated with providing general liability coverage to employees.

FIDUCIARY FUND TYPES

- I. **Trust and Agency Funds** - Trust and Agency Funds account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. *These funds are not included in the adopted budget.*
 - **Firemen's Pension Fund** - Used to account for employee and employer contributions towards the Firemen's pension fund.
 - **Police Officer's Pension Fund** - Used to account for employee and employer contributions towards the Police Officer's pension fund.
 - **General Employee's Pension Fund** - Used to account for employee and employer contributions towards the General Employee's pension fund.

FINANCIAL POLICIES

The accounting policies of the City of Ormond Beach conform to generally accepted accounting principles as applicable to governments. The following is a summary of the most significant accounting and budgeting policies.

FUND ACCOUNTING

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The purposes of the City's various funds and account groups are as follows:

1. BASIS OF BUDGETING

The *basis of budgeting* for all funds is the same as the basis of accounting noted below.

2. BASIS OF ACCOUNTING

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All Governmental Funds are accounted for using the modified accrual basis of accounting. Under the modified accrual basis, revenues are recognized when they become measurable and available as net current assets. Revenues that are susceptible to accrual include taxes, intergovernmental revenues, charges for services and investment earnings. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include principal and interest on general long-term debt which are recognized when due.

All Proprietary Fund Types and Pension Trust Funds are accounted for using the accrual basis of accounting. Their revenues are recognized when earned and expenses are recognized when incurred.

BUDGET POLICIES

1. BALANCED BUDGET

The City will adopt a balanced budget annually. A balanced budget occurs when revenues plus use of available fund balance equals expenditures with individual funds.

2. BUDGET TRANSFERS AND AMENDMENTS

➤ **Administrative Approval of Intra-departmental Budget Transfers**

Any budget transfer between line item expenditures accounts (personnel service, operating, and capital outlay) that does not increase or decrease the approved total appropriation of a department within the same fund and is less than \$25,000 shall be reviewed by the Budget Director and approved by the City Manager or her designee.

➤ **Commission Approval of Budget Transfers**

The following budget transfers shall be approved by a majority vote of the City Commission:

- Transfers of \$25,000 or more
- All interfund transfers

➤ **Commission Approval of Budget Amendments**

The following budget amendments shall be approved by Resolution by a majority vote of the City Commission:

- Recognition of non-budgeted and unanticipated revenues received during the fiscal year.
- Any increase or decrease in appropriated fund balance.
- Any increase or decrease in the total approved appropriation of a fund.

REVENUE GUIDELINES

The City employs the following revenue guidelines as part of the budget development process:

1. The General Fund operating budget millage rate will be based on a 96% tax collection rate as computed against the Current Year Gross Taxable Value as shown on Form DR-420 provided to the City by the Volusia County Property Appraiser.
2. The City will annually review Charges for Service to ensure that the fee structure, at a minimum, maintains the current level of cost recovery.
3. Ensure that fees charged in enterprise operations are calculated at a level that will support all direct and indirect costs of the enterprise.
4. Ensure that the basis for computing indirect cost allocations are reviewed annually and are based on prudent and defensible assumptions.
5. Revenue projections for all major non-ad valorem revenue sources will be based on prudent trend analysis that considers current and projected economic conditions. Budget projections for State-shared revenues will consider State of Florida estimates that are contained in the Local Government Financial Information Handbook as one of several factors for determining final revenue estimates.
6. Ensure that the City does not accept any revenue source whose terms of acceptance or collection may adversely affect the City.
7. The use of revenues which have been pledged to bond holders will conform to bond covenants which commit those revenues.
8. The undesignated fund balance in the General Fund will be maintained at no less than 15% of the total General Fund budget exclusive of budgeted reserves for contingency.
9. Water and Wastewater Impact fees will be set at a level that recovers the highest percentage of the cost of future capacity as permitted by law.
10. In financing capital improvements through the use of General Obligation Bonds, the City shall limit outstanding indebtedness to no more than 5% of current gross taxable value.

APPROPRIATION GUIDELINES

1. The City Commission adopts the annual budget at the fund level, whereas department managers prepare their respective budgets at the program level and allocate appropriations to specific line items in order to provide services at the current level of service.
2. Personnel services are estimated based on collective bargaining provisions governing salary adjustments, whereas salary adjustments for non-bargaining unit employees are based on parameters defined by the City Manager and approved by the City Commission. Pension amounts are based on the defined level of funding as determined by the city's actuary. Health insurance premiums for employee coverage are estimated based on current market conditions that affect annual premium adjustments.
3. The emphasis in preparing the annual budget is on the development of performance outcomes and the relationship of those outcomes to providing the current or enhanced level of service and the budget resources needed to accomplish the identified service level.
4. The budget request for all programs will include an itemized list of capital equipment with a unit value of \$5,000 or more and a separate line item appropriation for vehicle depreciation that will fund future replacement of city vehicles and heavy equipment based on the vehicle replacement schedule developed by the Fleet Manager and Finance Director.
5. Annually, the City Manager will have a comprehensive Five Year Capital Improvements Program (CIP) developed for review and approval by the City Commission. The Five Year CIP will identify and schedule priority capital improvements and provide recommended financing and the estimated operating budget impact for each project.
6. The level of classification detail at which expenditures may not legally exceed appropriations is the fund level. Department Directors and Division Managers are held accountable for their respective budgets at the program level.
7. Encumbrances outstanding at year-end represent the estimated amount of the expenditures ultimately to result if unperformed contracts/receipt of goods or services in process at year-end are completed. Such encumbrances do not constitute expenditures or liabilities, but rather reservations of fund balance for subsequent years' appropriation.
8. Debt service millage will be set at levels which will generate sufficient revenue to make all required principal and interest payments.

CITY OF ORMOND BEACH FUND BALANCE POLICY

1. INTRODUCTION

Sound financial principles dictate that adequate fund balance will be maintained in order to reduce the risks associated with revenue shortfalls, natural disasters, and unanticipated expenditures. As such, the City hereby establishes a Fund Balance policy in accordance with Governmental Accounting and Standards Board Statement (GASB) No. 54.

2. FUND BALANCE CLASSIFICATIONS

- **Non-Spendable Fund Balance** - Amounts that cannot be spent because of the following reasons:
 - not in spendable form
 - legally or contractually required to be maintained intact. Non-Spendable Fund Balance includes items such as inventory, prepaid expenses, and long-term receivables.
- **Restricted Fund Balance** - Amounts constrained to being used for specific purposes by external parties. Examples of constraints on use of fund balance include those imposed by debt covenants, enabling legislation, and grantors.
- **Committed Fund Balance** - Amounts that can be used only for the specific purposes determined by formal action of the City Commission. The specific purpose may only be altered or removed by the City Commission taking the same formal action used to originally impose the constraint. The balance must be determined by the close of the fiscal year.
- **Assigned Fund Balance** - Amounts intended to be used for a specific purpose. The intended purpose may be determined by the City Commission, City Manager, or Finance Director.
- **Unassigned Fund Balance** - This classification represents any fund balance that has not been classified as non-spendable, restricted, committed, or assigned.

3. MINIMUM LEVEL OF UNASSIGNED FUND BALANCE (GENERAL FUND)

The City will attempt to maintain unassigned fund balance of 15% of budgeted annual expenditures for the current year in the General Fund. Unassigned fund balance in the General Fund which is in excess of the 15% target may be used for any purpose designated by the City Commission as set forth in the annual budget and subsequent budget amendments. The City will attempt to avoid use of unassigned fund balance for recurring expenditures.

If, after the annual audit, the unassigned fund balance is determined to be below 15%, the Finance Director will notify the City Commission. The Finance Director will provide a plan to reduce expenditures and/or increase revenues in order to restore the fund balance with a timeframe determined by the City Commission.

4. CLASSIFICATION OF FUND BALANCE (GENERAL FUND)

➤ **Non-Spendable Fund Balance:**

- Advances to Other Funds-Advances made by the General Fund to address negative balances in other funds.
- Prepays
- Inventories

➤ **Restricted Fund Balance**

Restricted fund balance reserves in the General Fund consist of:

- Frazier Trust-Funds held by the City for use by the Ormond Memorial Art Museum to establish an endowment as stipulated in the final judgment entered by Judge Rouse on July 21, 1997.

➤ **Committed Fund Balance**

- Ormond Beach Sports Complex-Funds received from the Volusia County School Board in connection with an agreement dated October 21, 2008 and approved by the City Commission with Resolution 2008-202.

➤ **Assigned Fund Balance**

The City Commission hereby establishes the following assigned fund balance reserves in the General Fund:

- Assignment to Subsequent Year's Budget-Assigned fund balance may be designated for use in the subsequent year's budget by the City Commission, City Manager or Finance Director to appropriate a portion of unassigned fund balance for the purpose of eliminating projected deficits.

➤ **Unassigned Fund Balance**

The City Commission hereby establishes the following unassigned fund balance reserves in the General Fund:

- Revenue Stabilization - The City hereby establishes a budget stabilization fund of \$2 million. The budget stabilization fund will be utilized to ensure adequate funding is available to maintain services during periods of significant revenue declines (both anticipated and unforeseen). Furthermore, the reserve can be used to address unfunded mandates.

The use of budget stabilization reserves which may be appropriated in the subsequent year's budget is limited to \$1 million or 50% of the revenue stabilization fund balance available.

Use of unassigned fund balance will be authorized by the City Commission through approval of a budget ordinance in conjunction with the annual budget process or budget amendment.

- General Fund- The City will attempt to maintain unassigned fund balance of 15% of budgeted annual expenditures for the current year. This balance is in addition to the Revenue Stabilization fund balance.

5. SPENDING ORDER OF FUND BALANCES

Restricted amounts will be used first unless there is a legal prohibition to doing so. The City will then utilize committed fund balance followed by assigned fund balance. Unassigned fund balance will be used last.

The Revenue Stabilization balance will only be used to provide funding for existing services/programs and unfunded mandates when current revenues are insufficient. General Fund Unassigned Fund Balance will be used in all other cases which include funding for one-time expenditures/capital projects and increases in service levels/programming.

6. LEVEL OF AUTHORITY

Committed Fund balance may only be established and revised by approval of the City Commission. The remaining reserve levels and policies herein may be revised and approved by the City Manager or Finance Director.

7. EFFECTIVE DATE

This Policy took effect immediately upon adoption and will be applied beginning with the preparation of the City's September 30, 2011 Comprehensive Annual Financial Report and adoption of the City's Fiscal Year 2011-12 Budget.

CITY OF ORMOND BEACH PURCHASING POLICY

1. INTRODUCTION

This document serves to provide uniform purchasing procedures for all individuals authorized to make purchases on behalf of the City of Ormond Beach. Every employee involved in the purchasing process is required to adhere to the requirements of this document as well as Chapter 2, Article IX, Division 3 of the City of Ormond Beach Code of Ordinance which outlines the regulations applicable to procurement by City employees.

2. NEW VENDORS

The purchaser must submit the New Vendor Request form when making purchases from vendors who have not previously done business with the City.

3. PURCHASING PROCEDURES

- Purchases exceeding \$25,000 require issuance of an invitation to bid or RFP:
 - Bid/RFP specifications are to be submitted to the Purchasing Coordinator for review along with a Bid/RFP Request Approval form.
 - Once the specifications have been approved, the Purchasing Coordinator will advertise the bid/RFP and post to DemandStar.
 - All bids/RFP's and corresponding amendments will be provided exclusively through DemandStar unless other arrangements are approved by the Purchasing Coordinator.
 - Recommendations for award will be determined as follows:
 - For invitations to bid, the Contract Manager will determine the lowest qualified, responsive, and responsible bidder.
 - For RFP's, a review committee will determine which proposal is deemed appropriate for recommendation of award.
 - A recommendation for award (via a CM memo) will be prepared by the Contract Manager and submitted to the Finance Director for approval. Once approved, the CM memo will be forward to the City Attorney and City Clerk for placement on the appropriate agenda.
- Purchases \$2,500-\$25,000:
 - The purchaser will obtain three written quotations.
- Purchases \$501-\$2,499:
 - The purchaser will obtain three verbal quotations.
- Special Purchasing Issues:
 - Sole source procurement where there is only one source for the required item(s) or service(s).
 - The purchaser must submit a Sole Source Procurement form to the Purchasing Coordinator prior to making such purchases.
 - The Sole Source Procurement form will be posted on DemandStar for ten days prior to making such purchases.

- Emergency procurements may be authorized by the Finance Director when there exists a threat to public health, welfare or safety; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances.
 - The purchaser must submit a memo to the Finance Director outlining the need to make an emergency purchase in advance of making such purchase.
- Change orders
 - If the cumulative value is less than \$25,000, City Commission approval is NOT required prior to the authorization of additional work. The City Commission will be notified upon completion of the project of the total change order amount.
 - If/when the cumulative value exceeds \$25,000, City Commission approval must be received prior to the authorization of additional work.

4. PURCHASE REQUISITIONS

- Purchase requisitions should be entered for ALL items/services with the following exceptions:
 - Travel reimbursement-In lieu of a purchase requisition, employees should submit a Travel Request Voucher and applicable supporting documentation prior to undertaking any travel. **An employee may elect to pay the cost of travel and receive reimbursement thereafter or have payment made directly to the appropriate vendors.**
 - Debt Service payments
 - Reimbursements to employees, civic organizations, entertainers
 - Refunds
 - Employee/Retiree benefit payments
 - Waste Management monthly disbursements
- Except as noted above, no purchases shall be made until a purchase requisition has been entered and all approvals have been received.
- Education reimbursement is first approved by submittal of the Education Reimbursement Request form. Once all necessary signatures have been obtained, a purchase requisition should be entered.
- All vendors who are providing services to the City must be licensed accordingly. It is the purchaser's responsibility to contact the City's building division and validate that the vendor has obtained all applicable business licenses.
- The purchaser is expected to verify that the vendor chosen has met the applicable insurance requirements as specified in Resolution 2011-116 dated 8/16/11.
 - Insurance requirements can be found in the New Vendor attachment.
 - Existing insurance certificates will be maintained by the Risk Manager and are available for review by the purchaser at S:\VendorInsurance

- If a valid insurance certificate is not available at S:\VendorInsurance, it is the purchaser's responsibility to obtain the necessary certificate(s) and email the certificate(s) to the Risk Manager.
 - Once the Risk Manager has received the necessary insurance certificate(s), she will approve the requisition.
- If the purchase requires obtainment of written quotations, the quotations must be emailed to the Purchasing Coordinator. All quotations (whether verbal or written) should be documented within the electronic purchase requisition.

5. REQUEST FOR PAYMENT

- Invoices submitted to the Finance Department for payment should include:
- Two signatures, one of which is a Department Head, Division Manager, or Supervisor/Foreman.
 - For purchases made with a purchase order:
 - Complete the receipts processing in Naviline.
 - Write the purchase order number on the invoice.
 - For purchases made without a purchase order, write the account number(s) on the invoice.
 - All invoices must be received by Tuesday at noon for payment on Friday of the same week.

6. CREDIT CARD USAGE

In the event a purchase can only be made via a credit card, the purchaser must first obtain the approval of the Finance Director and Purchasing Coordinator by submitting the Credit Card Approval form.

CITY OF ORMOND BEACH INVESTMENT POLICY

1. The City of Ormond Beach is hereby authorized to invest funds under its control, which are in excess of those funds required to meet short-term expenses, in the following instruments, and may divest itself of such investments, at prevailing market prices or rates, subject to the limitations stated:
 - a) The Local Government Surplus Funds Trust Fund, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act, as provided in Section 163.01, Florida Statutes;
 - b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
 - c) Savings accounts in state-certified qualified public depositories, as defined in Section 280.02, Florida Statutes;
 - d) Certificates of deposit in state-certified qualified public depositories, as defined in Section 280.02, Florida Statutes;
 - e) Direct obligations of the U.S. Treasury; and
 - f) Federal instrumentalities. Agencies and instrumentalities.
2. The securities listed in subparagraphs (c), (d), (e), and (f) of Paragraph 1 shall be invested to match investment maturities with known cash needs and anticipated cash-flow requirements.
3. This Investment Policy shall not apply to pension funds, trust funds, or funds related to the issuance of debt, provided that there are other existing policies or indentures in effect for such funds.

The complete policy can be found in the appendix of this document.

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ALL FUNDS SUMMARY

The FY 2022-23 budget includes total net appropriations of \$90.9 million

ALL FUNDS SUMMARY			
Description	Actuals FY 2020-21	Budget FY 2021-22	Budget FY 2022-23
General Fund (001)	34,930,752	37,753,928	41,522,489
Special Revenue Funds:			
Downtown Redevelopment Trust Fund (104)	629,211	2,129,601	1,437,353
Ormond Crossings Trust Fund (106)	-	255,461	296,171
Stormwater Utility Fund (107)	2,545,970	2,531,000	2,525,500
Airport Fund (108)	616,239	2,657,240	288,998
Local Law Enforcement Trust Fund (109)	-	65,800	-
Economic Development Fund (110)	45,059	-	1,112,000
State Law Enforcement Trust Fund (112)	-	-	-
Pension Contribution Pass Through Fund (113)	761,537	800,000	800,000
Recreation Facility Fee Fund (115)	10,697	41,600	50,275
Grants Fund (116)	404,761	-	-
Total Special Revenue Funds	5,013,474	8,480,702	6,510,297
Debt Service Funds:			
Financing Debt Service Fund (205)	752,004	730,798	651,688
2002 GOB Debt Service Fund (209)	-	-	-
2003 GOB Debt Service Fund (210)	113,658	114,934	118,674
2004 Revenue Bond Fund (211)	156,568	157,000	162,202
2010 Beachfront Park Bond Fund (220)	364,145	352,747	352,327
Total Debt Service Funds	1,386,374	1,355,479	1,284,891
Capital Improvement Funds:			
Capital Improvements Fund (301)	1,009,304	534,075	2,190,745
Equipment Renewal & Replacement Fund (302)	1,702,536	421,363	347,000
Public Safety Vehicle & Equipment Fund (305)	-	2,148,225	934,000
Transportation Improvements Fund (308)	1,987,261	2,835,677	2,262,489
Recreational Impact Fee Fund (310)	5,457	125,000	215,000
Local Road Impact Fee Fund (316)	5,457	60,000	89,000
Facilities Renewal & Replacement Fund (317)	882,715	693,000	506,470
Stormwater Impact Fee Fund (318)	5,457	25,000	50,000
Total Capital Improvement Funds	5,598,187	6,842,340	6,594,704
Water and Wastewater Funds:			
Water and Wastewater Fund (401)	22,745,673	21,810,055	24,001,431
Vehicle Replacement Fund (408)	275,049	200,000	368,000
Renewal & Replacement Fund (409)	3,176,291	7,627,865	9,494,412
Water/Wastewater Consolidated Debt Service Fund (414)	931,069	5,228,000	4,753,500
West Ormond Reuse Impact Fee Fund (433)	-	-	850,000
Water System Impact Fee Fund (434)	13,193	520,000	725,000
Wastewater System Impact Fee Fund (435)	-	400,000	4,300,000
Total Water and Wastewater Funds	27,141,273	35,785,920	44,492,343
Solid Waste Fund (460)	9,367,768	9,444,232	9,827,200
Workers Compensation Fund (502)	1,060,692	801,612	801,612
General Liability Fund (504)	1,197,011	1,260,253	1,460,253
TOTAL BUDGET APPROPRIATION	85,695,531	101,724,466	112,493,789
Less: Interfund Transfers	(21,584,716)	(16,025,406)	(16,200,585)
Fleet Operations (Internal Service Charges)	(1,385,695)	(1,380,289)	(1,908,683)
Engineering (Internal Service Charges)	(971,756)	(1,088,022)	(1,201,983)
Consolidated Insurance Fund (Internal Service Charges)	(226,387)	(2,061,865)	(2,261,865)
TOTAL NET BUDGET	61,526,977	81,168,884	90,920,673

BUDGET SUMMARY

BUDGET THREE YEAR SUMMARY CITY OF ORMOND BEACH, FLORIDA

REVENUES	Actuals FY 2020-21	Budget FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Taxes	23,446,604	23,815,350	25,251,629	1,436,279	6.03%
Licenses and Permits	7,487,259	6,808,950	8,086,625	1,277,675	18.76%
Intergovernmental Revenue	6,870,609	12,741,472	9,158,013	(3,583,459)	-28.12%
Charges for Service	33,427,445	33,842,665	35,030,065	1,187,400	3.51%
Fines and Forfeitures	156,696	73,000	73,000	-	0.00%
Miscellaneous Revenues	6,586,284	3,195,271	4,035,023	839,752	26.28%
TOTAL SOURCES	77,974,897	80,476,708	81,634,355	1,157,647	1.44%
Transfers In	18,209,913	16,025,406	16,200,585	175,179	1.09%
Bond Proceeds and Other Sources	0	5,222,352	14,658,849	9,436,497	180.69%
TOTAL REVENUES, TRANSFERS AND BALANCES	96,184,810	101,724,466	112,493,789	10,769,323	10.59%
EXPENDITURES	Actuals FY 2020-21	Budget FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Government Services	24,755,042	17,791,128	11,747,587	(6,043,541)	-33.97%
Public Safety	18,316,673	18,110,320	21,008,315	2,897,995	16.00%
Physical Environment	22,321,266	28,970,150	35,347,047	6,376,897	22.01%
Transportation	6,743,676	9,594,699	8,783,979	(810,720)	-8.45%
Economic Environment	337,009	382,023	1,512,799	1,130,776	296.00%
Human Services	162,513	191,528	291,528	100,000	52.21%
Leisure Services	7,784,524	6,758,294	8,979,882	2,221,588	32.87%
Debt Service	10,757,274	800,000	6,001,464	5,201,464	650.18%
TOTAL EXPENDITURES	91,177,977	82,598,142	93,672,601	11,074,459	13.41%
Transfers Out	16,238,883	16,025,406	16,200,585	175,179	1.09%
Contingency	0	3,100,918	2,620,603	(480,315)	-15.49%
TOTAL APPROPRIATED EXPENDITURES, RESERVES AND BALANCES	107,416,860	101,724,466	112,493,789	10,769,323	10.59%

CHANGE IN FUND BALANCE

Description	Estimated Beginning Fund Balance	Budget Revenue FY 2022-23	Budget Expenditures FY 2022-23	Use of Fund Balance	Estimated Ending Fund Balance
GENERAL FUND (001)	7,367,205	39,437,062	41,522,489	2,085,427	5,281,778
SPECIAL REVENUE FUNDS					
DOWNTOWN REDEVELOPMENT TRUST FUND (104)	-	1,437,353	1,437,353	-	0
ORMOND CROSSINGS TRUST FUND (106)	300,000	296,171	296,171	-	300,000
STORMWATER UTILITY FUND (107)	7,400,000	2,525,500	2,525,500	-	7,400,000
AIRPORT FUND (108)*	(700,000)	189,573	288,998	99,425	(799,425)
LOCAL LAW ENFORCEMENT TRUST FUND (109)	-	-	-	-	0
ECONOMIC DEVELOPMENT FUND (110)	412,000	700,000	1,112,000	412,000	0
STATE LAW ENFORCEMENT TRUST FUND (112)	6,000	-	-	-	6,000
PENSION CONTRIBUTION PASS THROUGH (113)	-	800,000	800,000	-	0
RECREATION FACILITY FEE FUND (115)	390,000	50,275	50,275	-	390,000
GRANTS FUND (116)	50,000	-	-	-	50,000
TOTAL SPECIAL REVENUE FUNDS	7,858,000	5,998,872	6,510,297	511,425	7,346,575
DEBT SERVICE FUNDS					
FINANCING DEBT SERVICE FUND (205)	200,000	648,000	651,688	3,688	196,312
2002 GOB DEBT SERVICE FUND (209)	140,000	-	-	-	140,000
2003 GOB DEBT SERVICE FUND (210)	96,654	22,020	118,674	96,654	0
2005 REVENUE BOND FUND (211)	11,925	157,000	162,202	5,202	6,723
2010 BEACHFRONT PARK BONDS (220)	12,000	352,327	352,327	-	12,000
TOTAL DEBT SERVICE FUNDS	460,579	1,179,347	1,284,891	-	460,579
CAPITAL PROJECT FUNDS					
CAPITAL IMPROVEMENTS FUND (301)	700,000	2,190,745	2,190,745	-	700,000
EQUIPMENT RENEWAL AND REPLACEMENT FUND (302)	1,800,000	202,588	347,000	144,412	1,655,588
PUBLIC SAFETY VEHICLE & EQUIPMENT FUND (305)	600,000	-	934,000	299,811	300,189
TRANSPORTATION IMPROVEMENTS FUND (308)	3,000,000	1,686,470	2,262,489	576,019	2,423,981
RECREATION IMPACT FEE FUND (310)	100,000	215,000	215,000	-	100,000
LOCAL ROAD IMPACT FEE FUND (316)	1,100,000	89,000	89,000	-	1,100,000
FACILITIES RENEWAL & REPLACEMENT (317)	520,000	506,470	506,470	-	520,000
STORMWATER IMPACT FEE FUND (318)	450,000	50,000	50,000	-	450,000
TOTAL CAPITAL PROJECTS FUNDS	8,270,000	4,940,273	6,594,704	1,020,242	7,249,758

*Deficit is being funded through an advance from the General Fund

REVENUE HIGHLIGHTS

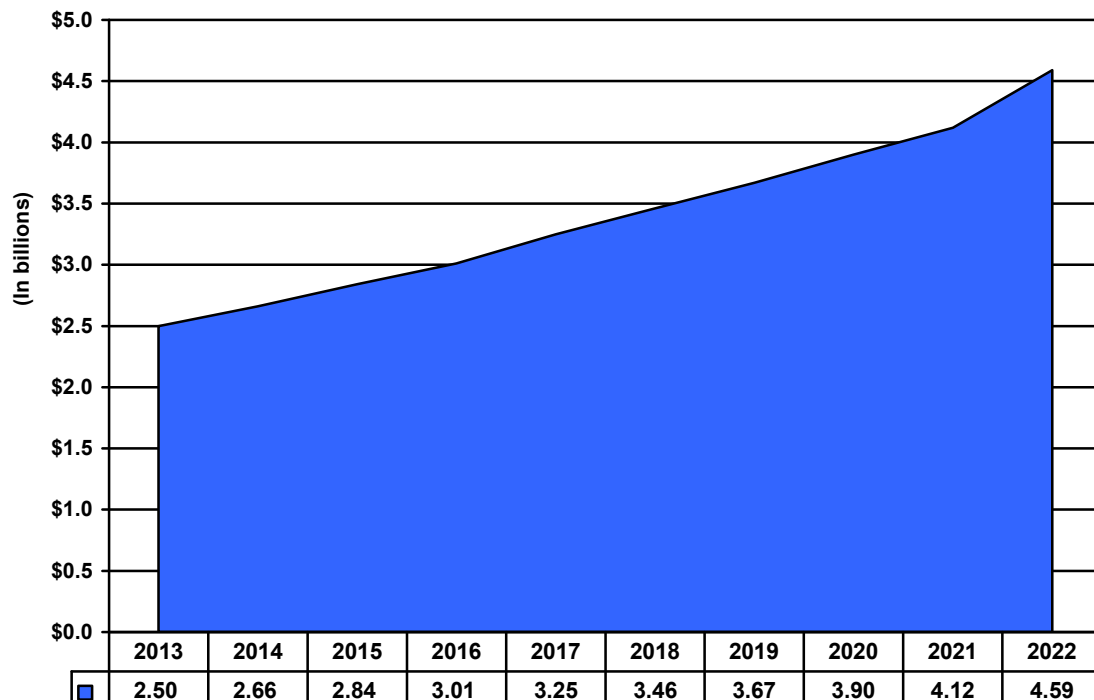
OVERVIEW:

Citywide net revenues and use of prior year's reserves for FY 2022-23 are budgeted at \$90,920,673.

TAXABLE VALUE:

The 2022 taxable value is \$4.59 billion, an increase of \$462 million from the 2021 taxable value. The increase in taxable value includes \$412 million from existing properties and \$50 million from new construction and annexations.

**Gross Taxable Value
Ten Year Trend**



PROPERTY TAX REVENUE & RATES:

General operating revenue available for general operations and capital improvements is estimated to be \$16.56 million.

Summary of Property Tax Rates

	FY 2021-22	FY 2022-23	FY 2021-22 Revenue	FY 2022-23 Revenue
General Fund	3.3478	3.2480	13,268,820.18	14,304,485.52
Facilities Renewal & Replacement	0.1270	0.1150	503,357.48	506,470.39
Capital Improvements	0.1020	0.0930	404,271.36	409,580.40
Vehicle & Equipment R & R	0.0510	0.0460	202,135.68	202,588.16
Transportation Improvements	0.1270	0.1150	503,357.48	506,470.39
Public Safety Fund	0.1580	0.1440	626,224.26	634,189.01
Subtotal - Operating Millage	<u>3.9128</u>	<u>3.7610</u>	<u>15,508,166.4366</u>	<u>16,563,783.8765</u>
2003 GOB	0.0290	0.0050	114,939.90	22,020.45
2010 GOB	<u>0.0890</u>	<u>0.0800</u>	352,746.58	352,327.23
Subtotal - Debt Millages	<u>0.1180</u>	<u>0.0850</u>		
Combined City Tax Rate	<u>4.0308</u>	<u>3.8460</u>		

The operating tax rate is proposed to be 3.7610 mills. The total tax rate (including debt service) is proposed at 3.8460 mills.

GENERAL FUND REVENUES

General Fund net revenues are budgeted to be \$38,411,823 million, an increase of \$3,126,206 from the previous year. The change includes an increase in property tax revenue of \$1,223,665 resulting from an increase in the taxable value. License and Permit revenue is expected to increase by \$437,000 and Intergovernmental Revenue is expected to increase from the prior year budget by \$807,000.

The largest components of General Fund revenue include:

- Property taxes (\$14.5 million)
- License and Permits (\$4.7 million)
- Intergovernmental revenues (\$4.9 million) which includes the half cent sales tax and municipal revenue sharing.
- Transfers to the General Fund (\$4.8 million)

DOWNTOWN REDEVELOPMENT FUND:

Tax increment proceeds are the primary revenue source for the Downtown Development Fund. The incremental taxable value of the district increased by \$14.5 million with 95% being captured within the fund. Revenue from tax increment proceeds are used for capital improvements within the district.

STORMWATER UTILITY FUND:

Revenues consist of stormwater user fees in the amount of \$2.5 million. The proposed budget assumes no increase in the monthly stormwater fee.

CAPITAL IMPROVEMENT FUND,

Pursuant to the City Commission's direction, the budget includes a dedicated millage for capital improvements which generates \$410,000 in property tax revenue.

VEHICLE/EQUIPMENT RENEWAL & REPLACEMENT:

Pursuant to the City Commission's direction, the budget includes a dedicated millage for capital improvements which generates \$202,000 in property tax revenue to fund General vehicles.

PUBLIC SAFETY VEHICLE/EQUIPMENT FUND:

In fulfillment of the City Commission's strategic plan, the budget includes a dedicated millage for public safety vehicle and equipment replacement established in FY 2021-22 which will generate \$626,000 in property tax revenue.

TRANSPORTATION FUND:

Pursuant to the City Commission's direction, the budget includes a dedicated millage for capital improvements which generates \$503,000 in property tax revenue.

FACILITIES RENEWAL & REPLACEMENT FUND:

Pursuant to the City Commission's direction, the budget includes a dedicated millage of for facilities renewal and replacement which generates \$503,000.

WATER AND WASTEWATER:

The primary revenue source of the Water and Wastewater Fund consists of user fees to customers both inside and outside the City. Water and sewer fees account for \$20.9 million.

Water/Wastewater Rate Increase History

Date	Increase	Water	Sewer	Amount
10/01/98	5.06%	\$ 14.15	\$ 19.04	\$ 33.19
10/01/02	2.47%	\$ 14.50	\$ 19.51	\$ 34.01
02/01/06	17.23%	\$ 17.00	\$ 22.87	\$ 39.87
10/01/06	5.99%	\$ 18.03	\$ 24.23	\$ 42.26
01/01/08	5.77%	\$ 19.07	\$ 25.63	\$ 44.70
10/01/08	5.97%	\$ 20.20	\$ 27.17	\$ 47.37
10/01/09	1.77%	\$ 20.56	\$ 27.65	\$ 48.21
10/01/10	2.57%	\$ 21.09	\$ 28.36	\$ 49.45
10/01/13	2.50%	\$ 21.62	\$ 29.08	\$ 50.70
10/01/15	3.94%	\$ 22.62	\$ 30.08	\$ 52.70
09/30/16	3.80%	\$ 23.62	\$ 31.08	\$ 54.70
10/1/2017	3.66%	\$ 24.62	\$ 32.08	\$ 56.70
9/30/2018	1.76%	\$ 25.12	\$ 32.58	\$ 57.70
10/01/21	1.80%	\$ 25.28	\$ 33.16	\$ 58.44
9/30/22	3.50%	\$ 26.47	\$ 34.33	\$ 60.80

WATER AND WASTEWATER RENEWAL & REPLACEMENT FUND:

Revenues of the Renewal and Replacement Fund include a transfer of \$3.67 million from the Water and Wastewater Operating Fund.

SOLID WASTE:

The primary revenue source is solid waste user fees (\$8.2 million). Rates needed to fund the proposed budget will take effect at the beginning of the fiscal year to offset the CPI adjustment to the garbage collection or recycling contract.

EXPENDITURE HIGHLIGHTS

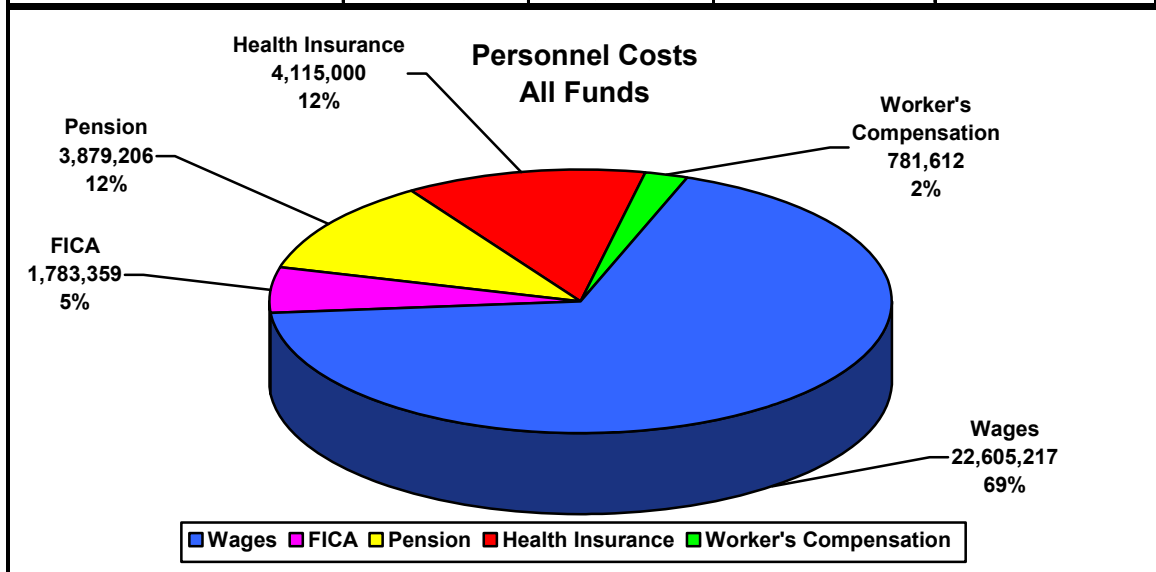
PERSONNEL COSTS:

Total personnel costs are budgeted to be \$33.2 million for FY 2022-23.

All Funds Wages and Benefits				
	Budget FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Wages	20,461,764	22,605,217	2,143,453	10.48%
FICA	1,595,062	1,783,359	188,297	11.80%
Pension/Deferred Comp.	3,713,052	3,879,206	166,154	4.47%
Health Insurance	3,617,330	4,115,000	497,670	13.76%
Worker's Compensation	781,612	781,612	-	0.00%
	30,168,820	33,164,394	2,995,574	9.93%

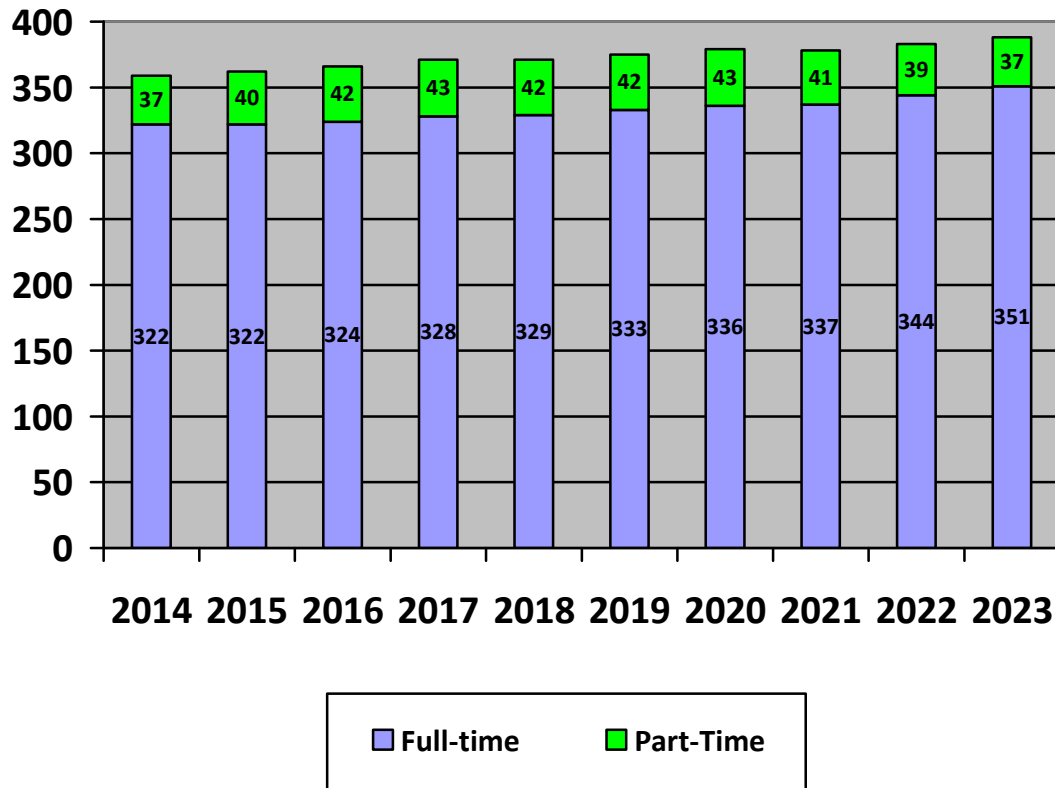
General Fund Wages and Benefits				
	Budget FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Wages	16,338,566	17,952,414	1,613,848	9.88%
FICA	1,281,168	1,427,418	146,250	11.42%
Pension/Deferred Comp.	3,289,543	3,397,125	107,582	3.27%
Health Insurance	2,726,191	3,108,812	382,621	14.04%
Worker's Compensation	621,912	621,912	-	0.00%
	24,257,380	26,507,681	2,250,301	9.28%

Other Fund Wages and Benefits				
	Budget FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Wages	4,123,198	4,652,803	529,605	12.84%
FICA	313,894	355,941	42,047	13.40%
Pension/Deferred Comp.	423,509	482,081	58,572	13.83%
Health Insurance	891,139	1,006,188	115,049	12.91%
Worker's Compensation	159,700	159,700	-	0.00%
	5,911,440	6,656,713	745,273	12.61%



POSITION COUNT HISTORY:

The budget includes 351 full-time positions and 37 part-time positions.



AUTHORIZED POSITIONS:

	FY 20-21			FY 21-22			FY 22-23		
	Full-time	Part-time		Full-time	Part-time		Full-time	Part-time	
Department / Division	Positions	Positions	FTE	Positions	Positions	FTE	Positions	Positions	FTE
Office of City Manager	4.00	-	4.00	4.00	-	4.00	4.00	-	4.00
Support Services	4.00	-	4.00	4.00	-	4.00	4.00	-	4.00
Office of City Attorney	5.00	-	5.00	5.00	-	5.00	5.00	-	5.00
Human Resources	3.00	-	3.00	3.00	-	3.00	3.00	-	3.00
Finance Department									
Budget/Finance	10.00	-	10.00	10.00	-	10.00	10.00	-	10.00
Utility Billing	12.00		12.00	12.00		12.00	12.00		12.00
Information Technology	7.00	-	7.00	7.00	-	7.00	7.00	-	7.00
Planning Department	5.00	1.00	5.60	5.00	1.00	5.60	5.00	1.00	5.60
Building Inspections/Permitting	11.00	-	11.00	12.00	-	12.00	12.00	-	12.00
Economic Development	1.00	-	1.00	1.00	-	1.00	1.00	-	1.00
Police Department	88.00	1.00	88.50	91.00	1.00	91.50	94.00	-	94.00
Neighborhood Improvement	6.00	-	6.00	6.00	-	6.00	6.00	-	6.00
Fire Department	48.00	-	48.00	48.00	-	48.00	48.00	-	48.00
Public Works Department									
Engineering	12.00	-	12.00	12.00	-	12.00	12.00	-	12.00
Streets and Roadside Mnt.	19.00	-	19.00	19.00	-	19.00	19.00	-	19.00
Fleet Operations	5.00	1.00	5.50	5.00	1.00	5.50	5.00	1.00	5.50
Page Subtotal	240.00	3.00	241.60	244.00	3.00	245.60	247.00	2.00	248.10

AUTHORIZED POSITIONS:

	FY 20-21			FY 21-22			FY 22-23		
	Full-time	Part-time		Full-time	Part-time		Full-time	Part-time	
Department / Division	Positions	Positions	FTE	Positions	Positions	FTE	Positions	Positions	FTE
Stormwater Maintenance	10.00	-	10.00	10.00	-	10.00	10.00	-	10.00
Utilities									
Water Production	21.00	1.00	21.50	21.00	1.00	21.50	22.00	1.00	22.50
Wastewater Treatment	13.00	-	13.00	13.00	-	13.00	13.00	-	13.00
Water Distribution	13.00	1.00	13.50	13.00	1.00	13.50	14.00	-	14.00
Wastewater Collection	13.00	-	13.00	13.00	-	13.00	13.00	-	13.00
Solid Waste									
Collection and Disposal	1.00	-	1.00	1.00	-	1.00	1.00	-	1.00
Recycling	-	-	-	-	-	-	-	-	-
Leisure Services									
Building Maintenance	7.00	1.00	7.50	7.00	1.00	7.50	7.00	1.00	7.50
Administration	6.00	1.00	6.50	6.00	1.00	6.50	6.00	1.00	6.50
Nova Community Center	1.00	5.00	3.50	1.00	5.00	3.50	1.00	5.00	3.50
South Ormond Neighborhood Center	1.00	3.00	2.50	1.00	3.00	2.50	2.00	3.00	3.50
Gymnastics	-	-	-	-	-	-	-	-	-
Athletic Field Maintenance	4.00	7.00	7.50	4.00	7.00	7.50	4.00	7.00	7.50
Parks and Grounds Mnt.	4.00	4.00	6.00	5.00	2.00	6.00	5.00	2.00	6.00
The Casements	1.00	5.00	3.50	1.00	5.00	3.50	2.00	5.00	4.50
Environmental Discovery Center	1.00	2.00	2.00	1.00	2.00	2.00	1.00	2.00	2.00
Performing Arts Center	1.00	5.00	3.50	1.00	5.00	3.50	1.00	5.00	3.50
Senior Center	-	1.00	0.50	-	1.00	0.50	-	1.00	0.50
Community Events	1.00	2.00	2.00	1.00	2.00	2.00	1.00	2.00	2.00
Airport	1.00	-	1.00	1.00	-	1.00	1.00	-	1.00
Total FTE	337.00	41.00	357.60	344.00	39.00	361.60	351.00	37.00	367.60

FY 21-22 Changes:

Position FTE

Full-time:

Add Police Lieutenant	1.00	1.00
Add Public Information Officer (Police)	1.00	1.00
Add SONC Recreation Leader	1.00	1.00
Add Casements Special Events Tech	1.00	1.00
Add SCADA Tech	1.00	1.00
Add Police Evidence Tech (Changed from Part-time)	1.00	1.00
Add Utility Locate Tech (Changed from Part-time)	1.00	1.00

Total Full Time Change	7.00	7.00
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Part-time:

Delete Police Evidence Tech	(1.00)	(0.50)
Delete Utility Locate Tech	(1.00)	(0.50)
Total Part Time Change	(2.00)	(1.00)

	5.00	6.00
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EXPENDITURES

GENERAL FUND:

General fund net expenditures are \$38,411,823 million, an increase of \$3,126,206 from the previous year. The budget includes \$3.1 million for health insurance. The budget also includes \$3.4 million for the City's annual required pension contribution which remained stable in comparison to last year.

DOWNTOWN REDEVELOPMENT FUND:

The budget includes \$399,000 for maintenance and capital improvements. Property improvement grant funding is also included in the amount of \$200,000.

STORMWATER UTILITY FUND:

The budget includes \$1.4 million for personnel and operating costs, transfers of \$222,000, and \$850,000 in capital improvement projects.

CAPITAL IMPROVEMENT FUND:

The budget includes:

- North Ridgewood Avenue Sidewalk (\$151,000)
- Police Department Roof (\$345,000)
- Performing Art Center (\$1,630,000)

TRANSPORTATION FUND:

The budget includes \$1.4 million in infrastructure improvements and \$700,000 in transfers to the General Fund for streets maintenance.

FACILITIES RENEWAL AND REPLACEMENT FUND:

The budget includes maintenance to various City facilities \$250,000 and capital improvement projects of \$258,000.

WATER AND WASTEWATER:

The budget includes \$12.6 million of personnel and operating expenditures and \$11.3 million in transfers for capital project funding and debt service.

SOLID WASTE:

This fund receives fees for solid waste removal and recycling services from City residents and business and pays an outside contractor to perform these services. The budget includes \$8.4 million for personnel and operating expenses and \$1.4 million in transfers.

DEBT SUMMARY:

The Charter of the City of Ormond Beach does not provide a debt limit. Bond Series 2003 GOB was issued to finance the construction of Fire Station #92 and was approved through a voter referendum which provided for a dedicate tax millage. Bond Series 2004 was issued to finance the construction of Fire Station #91. The last bond issue, Series 2010, was the result of a voter referendum for the construction of a beachfront park.

GENERAL GOV'T DEBT SERVICE REQUIREMENTS
Amounts in thousands

Fiscal Year Ending	2003 General Obligation Bonds Fire Station #92		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	110	4	114
Total	110	4	114

Fiscal Year Ending	2004 Revenue Bonds Fire Station #91		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	146	11	157
2024	151	6	157
Total	297	17	314

Fiscal Year Ending	2010 General Obligation Bonds Beachfront Park		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	275	70	345
2024 & Beyond	2,160	256	2,416
Total	2,435	326	2,761

Water and Sewer Bonds are issued to provide financing for the construction and rehabilitation of the City's water and wastewater system.

**WATER AND SEWER REVENUE BONDS
AND SRF LOAN FOR WWW**
In thousands

FY Ending	Principal	Interest	Total
2023	\$ 4,043	\$ 697	\$ 4,740
2024	\$ 3,753	\$ 577	\$ 4,330
2025	\$ 3,874	\$ 461	\$ 4,335
2026	\$ 1,727	\$ 341	\$ 2,068
2027	\$ 1,775	\$ 293	\$ 2,068
2028	\$ 1,830	\$ 245	\$ 2,075
2029	\$ 1,884	\$ 195	\$ 2,079
2030	\$ 1,942	\$ 143	\$ 2,085
2031	\$ 1,517	\$ 89	\$ 1,606
2032	\$ 1,286	\$ 53	\$ 1,339
2033	\$ 853	\$ 20	\$ 873
Total	\$ 24,484	\$ 3,114	\$ 27,598

GENERAL FUND

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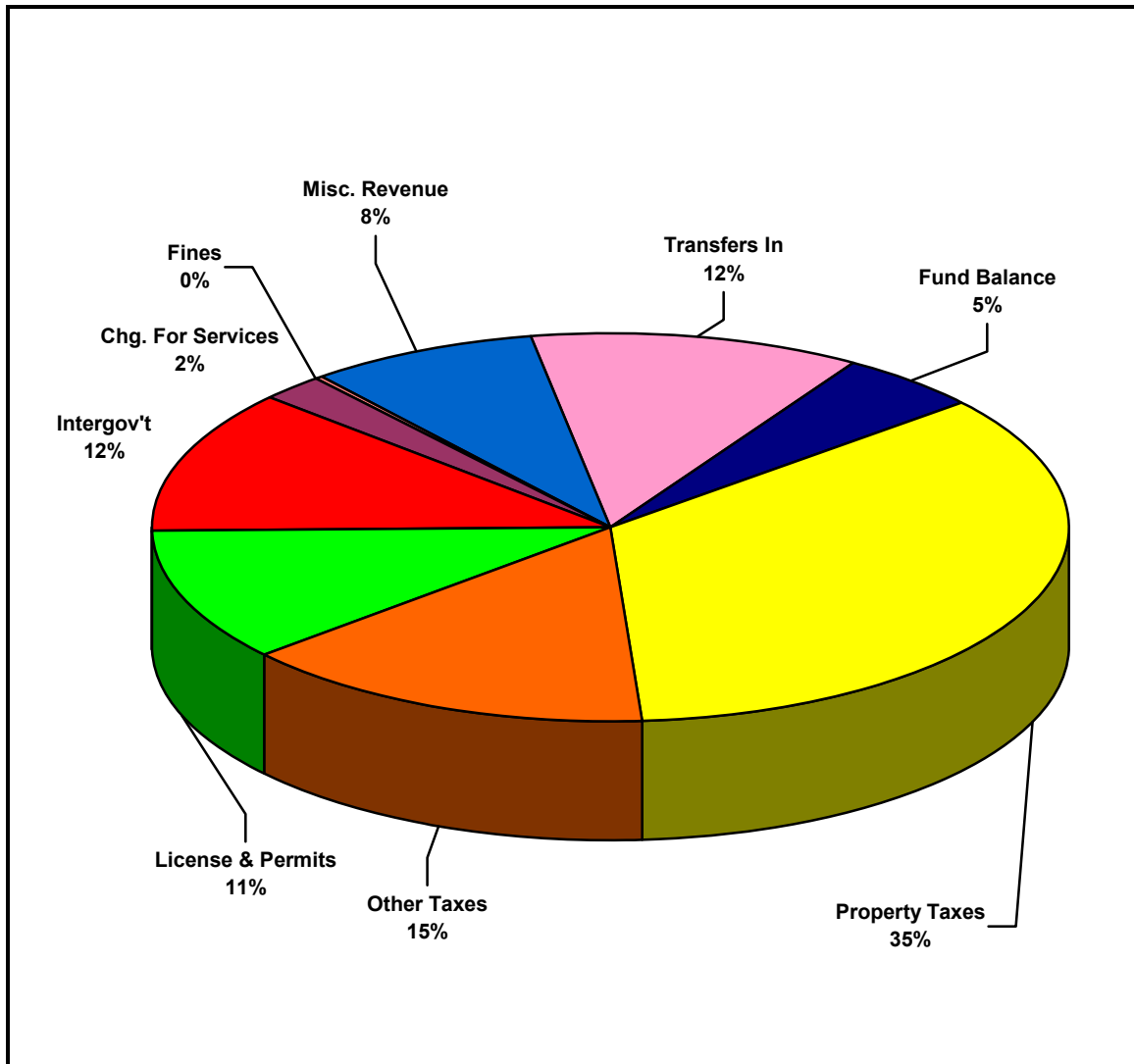
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GENERAL FUND REVENUES

General Fund Revenue Summary				Change	% Change
	Actual	Estimate	Budget	FY 2021-22	FY 2021-22
Description	FY 2020-21	FY 2021-22	FY 2022-23	to FY 2022-23	to FY 2022-23
Revenues					
Property Taxes	12,909,260	13,280,820	14,504,485	1,223,665	9.21%
Other Taxes	6,163,346	6,117,500	6,133,500	16,000	0.26%
License and Permits	4,190,512	4,217,350	4,654,350	437,000	10.36%
Intergovernmental	4,809,688	4,083,300	4,890,300	807,000	19.76%
Charges for Services	1,109,909	773,800	968,000	194,200	25.10%
Fines & Forfeitures	143,175	73,000	73,000	-	0.00%
Miscellaneous Revenue	2,703,005	2,899,771	3,434,319	534,548	18.43%
Transfers In	4,467,723	4,669,680	4,779,108	109,428	2.34%
Use of Fund Balance:	-	1,638,707	2,085,427	446,720	27.26%
Total Revenues	36,496,618	37,753,928	41,522,489	3,768,561	9.98%
Less: Fleet	1,385,695	1,380,289	1,908,683	528,394	38.28%
Less: Engineering	971,757	1,088,022	1,201,983	113,961	10.47%
Total Net Revenues	36,082,680	35,285,617	38,411,823	3,126,206	8.86%

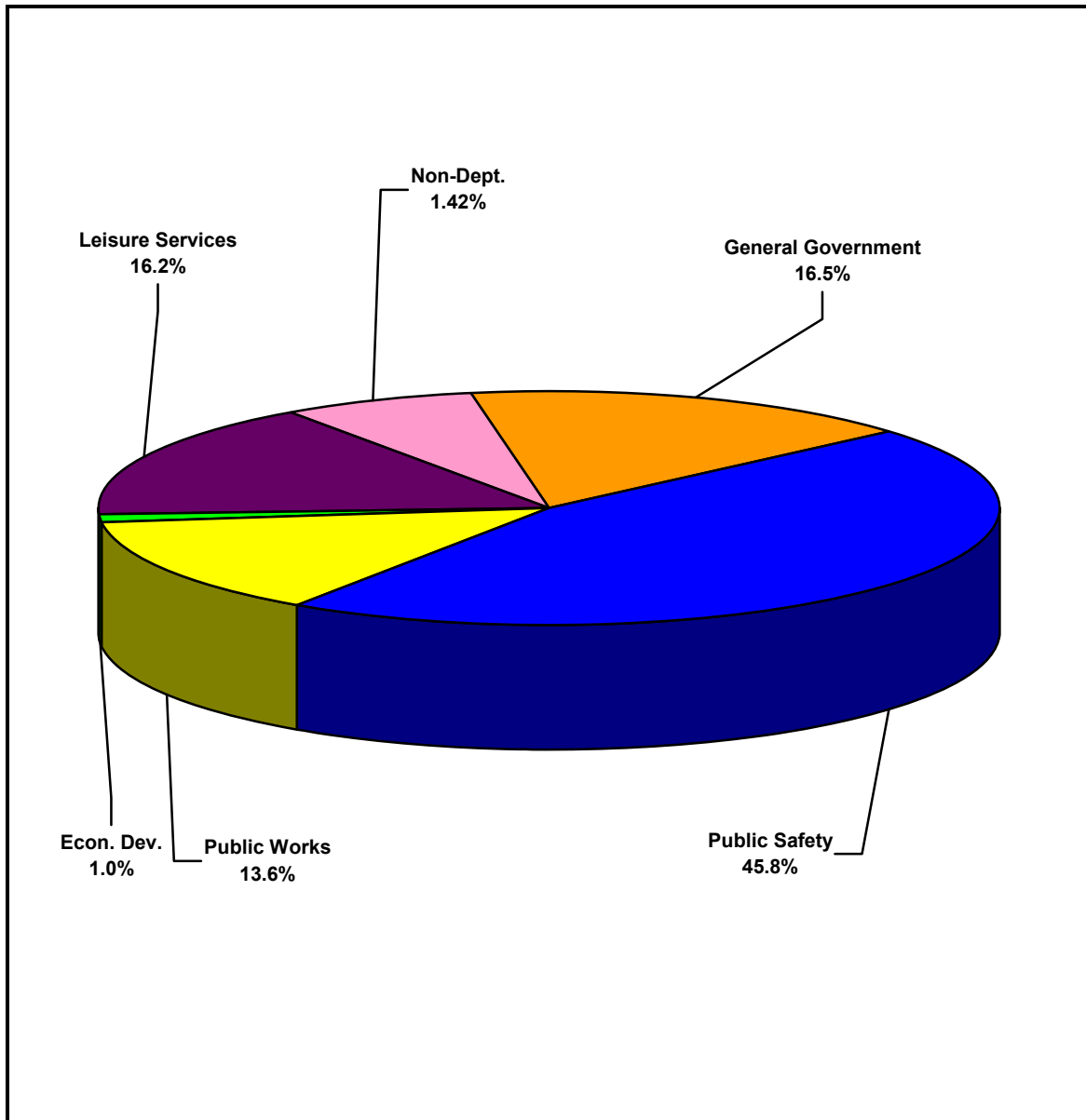
GENERAL FUND REVENUES



GENERAL FUND EXPENDITURE SUMMARY

General Fund Summary					
Description	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Government					
City Commission	338,893	394,168	393,342	(826)	-0.21%
City Manager	656,147	658,142	750,099	91,957	13.97%
Support Services	359,872	380,870	458,818	77,948	20.47%
City Attorney	804,934	805,651	861,962	56,311	6.99%
Finance	936,585	1,007,418	1,081,904	74,486	7.39%
Information Technology	953,186	1,029,282	1,140,518	111,236	10.81%
Human Resources	412,160	465,061	505,117	40,056	8.61%
Planning	625,452	669,253	711,727	42,474	6.35%
Building Maintenance	776,807	826,057	928,047	101,990	12.35%
Total General Government	5,864,035	6,235,902	6,831,534	595,632	9.55%
Public Safety					
Police Administration	822,417	947,704	1,098,183	150,479	15.88%
Police Operations	5,626,417	6,093,571	6,871,060	777,489	12.76%
Police Community Outreach	465,835	523,971	587,579	63,608	12.14%
Police Criminal Investigations	1,249,222	1,378,597	1,491,988	113,391	8.23%
Police Community Services	335,046	380,455	438,297	57,842	15.20%
Police Records	124,698	172,361	194,023	21,662	12.57%
Neighborhood Improvements	362,420	430,544	460,629	30,085	6.99%
Fire & EMS	6,642,815	6,245,373	6,731,586	486,213	7.79%
Building Inspections	1,097,696	1,078,444	1,163,670	85,226	7.90%
Total Public Safety	16,726,567	17,251,020	19,037,015	1,785,995	10.35%
Public Works					
Roadside and Right of Way Mnt.	2,059,289	2,227,185	2,525,485	298,300	13.39%
Engineering	971,757	1,088,022	1,201,983	113,961	10.47%
Fleet	1,385,695	1,380,289	1,908,683	528,394	38.28%
Total Public Works	4,416,742	4,695,496	5,636,151	940,655	20.03%
Economic Development	285,453	382,023	400,799	18,776	4.91%
Leisure Services					
Parks & Grounds	2,252,009	2,326,992	2,445,146	118,154	5.08%
Administration	662,227	731,473	795,835	64,362	8.80%
Cultural					
Casements	267,866	267,669	357,694	90,025	33.63%
Performing Arts Center	236,472	273,166	301,196	28,030	10.26%
Senior Center	70,515	97,399	99,637	2,238	2.30%
Community Events	177,494	206,649	252,034	45,385	21.96%
Environmental Learning Center	138,011	155,789	176,349	20,560	0.00%
Athletics					
Gymnastics	104,625	-	-	-	0.00%
Nova Recreation Center	288,912	321,410	350,757	29,347	9.13%
South Ormond Center	255,878	278,969	369,318	90,349	32.39%
Athletic Fields/City Sponsored Sport	1,336,139	1,464,924	1,586,785	121,861	8.32%
Total Leisure Services	5,790,148	6,124,440	6,734,751	610,311	9.97%
Non-Departmental					
Contributions/Contingency	89,607	203,710	635,894	432,184	212.16%
Transfers	1,858,096	2,861,337	2,246,345	(614,992)	-21.49%
Total Expenditures	35,030,648	37,753,928	41,522,489	3,768,561	9.98%
Less: Fleet expenditures	1,385,695	1,380,289	1,908,683	528,394	38.28%
Less: Engineering	971,757	1,088,022	1,201,983	113,961	10.47%
Total Net Expenditures	32,673,196	35,285,617	38,411,823	3,126,206	8.86%

GENERAL FUND EXPENDITURES



CITY COMMISSION

The City Commission is comprised of five members and is the elected legislative and governing body of the City. The City Commission is responsible for:

- Establishing policies
- Managing growth and land use
- Adopting an annual budget and tax rate
- Setting water and wastewater rates and other fees and charges for City services
- Adopting local laws and ordinances
- Hiring and overseeing the City Manager and City Attorney

Four members of the City Commission are elected from geographically defined zones and must reside within the zone to be its elected representative. The Mayor is elected by voters City-wide and must reside within the City limits of Ormond Beach. All members serve two year terms.



Pictured: From left to right; Zone 1 City Commissioner Dwight Selby, Zone 2 City Commissioner Troy Kent, Mayor Bill Partington, Zone 3 City Commissioner and Deputy Mayor Susan Persis, and Zone 4 City Commissioner Rob Littleton

CITY COMMISSION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	338,893	394,168	393,342	(826)	-0.21%
Total	338,893	394,168	393,342	(826)	-0.21%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	141,938	150,793	161,267	10,474	6.95%
Operating	196,955	243,375	232,075	(11,300)	-4.64%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	338,893	394,168	393,342	(826)	-0.21%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Mayor	1.00	1.00	1.00	0.00	0.00%
City Commissioners	4.00	4.00	4.00	0.00	0.00%
Total	5.00	5.00	5.00	0.00	0.00%

OFFICE OF CITY MANAGER

The City Manager is the chief executive officer of the City and provides executive leadership necessary to carry out the mission, goals, and policies established by the City Commission.

The City Manager's Office is responsible for administration of all City services and enforcement of all laws pursuant to the City Charter, including:

- appointment and removal of all employees (except City Attorney and the Attorney's staff)
- operational and financial management of City services
- preparation and recommendation of an annual operating budget and five (5) year capital improvements program
- keeping the City Commission informed as to the financial condition and future needs of the City
- preparation of the City Commission's meeting agendas
- implementing and administering the policy directives of the City Commission within the parameters of the City Charter



OFFICE OF CITY MANAGER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	656,147	658,142	750,099	91,957	13.97%
Total	656,147	658,142	750,099	91,957	13.97%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	584,650	597,191	651,029	53,838	9.02%
Operating	71,497	60,951	99,070	38,119	62.54%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	656,147	658,142	750,099	91,957	13.97%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
City Manager	1.00	1.00	1.00	0.00	0.00%
Assistant City Manager	1.00	1.00	1.00	0.00	0.00%
Public Information Officer	1.00	1.00	1.00	0.00	0.00%
Executive Secretary	1.00	1.00	1.00	0.00	0.00%
Total	4.00	4.00	4.00	0.00	0.00%

CITY COMMISSION/CITY MANAGER

GOALS:

In 2018, the City of Ormond Beach conducted an extensive citizen engagement process, The OB Life, to fully engage the community to help determine the kind of city Ormond Beach would be in the future. A series of six community forums were held addressing

- transportation and livable communities
- environment and water quality
- public safety
- community development
- economic development
- leisure and culture

Nearly 700 people attended the meetings where they heard presentations from 17 speakers, participated in small group discussions, and posed more than 600 questions which are all answered by city staff and posted on the city's website.

This comprehensive process provided community education and gathered valuable input that guided the discussions of the Mayor and City Commissioners during the strategic planning workshop held on February 27, 2019, which was also attended by the City Manager, City Attorney and the city's senior staff.

Using the information gathered from participants in The OB Life series, the Commissioners identified strategic issues the city should address along with specific objectives for the city to accomplish in the next few years. The final activity of the workshop was for the City Commission to select and refine priority objectives for implementation in the following key areas:

- COMMUNITY DEVELOPMENT
- ECONOMIC DEVELOPMENT
- GOVERNANCE
- PUBLIC SAFETY
- QUALITY OF LIFE
- TRANSPORTATION
- WATER QUALITY & ENVIRONMENT

SUPPORT SERVICES

Support services provides the following services:

- preparation of Commission meeting agenda packets and minutes
- clerical and word processing services to various City departments and advisory boards
- records management including security, retrieval and disposition for all City Commission actions
- election administration
- internal mail collection and distribution
- operating of the receptionist station on the second floor of City Hall



SUPPORT SERVICES

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	359,872	380,870	458,818	77,948	20.47%
Total	359,872	380,870	458,818	77,948	20.47%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	239,921	252,843	340,996	88,153	34.86%
Operating	119,951	128,027	117,822	(10,205)	-7.97%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	359,872	380,870	458,818	77,948	20.47%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
City Clerk	1.00	1.00	1.00	0.00	0.00%
Office Assistant IV	1.00	0.00	0.00	0.00	0.00%
Assistant City Clerk	1.00	1.00	1.00	0.00	0.00%
Office Manager	0.00	1.00	1.00	0.00	0.00%
Administrative Assistant	1.00	1.00	1.00	0.00	0.00%
Total	4.00	4.00	4.00	0.00	0.00%

SUPPORT SERVICES

GOALS:

- Provide timely preparation and publication of the City Commission agenda packets and minutes through the use of the city's agenda management software - CivicClerk.
- Confirm receipt of public record requests immediately through the use of the city's public records request software - JustFOIA.
- Establish a City-wide records management program, to include revision of record filing systems, efficient records disposition, increase electronic document storage, and streamline processes.
- Coordinate with Information Technology and Tyler Munis for the Clerk's Office migration to Tyler Content Manager for the secure electronic storage of documents.
- Assist City Management in the facilitation of new commissioner orientation and coordination of the new commission's organizational meeting and board appointments.
- Continue training and education of department staff: City Clerk continue working towards designation of Certified Municipal Clerk; Assistant City Clerk continue training through professional organizations; Office Manager work towards a Records Management Certification; and Administrative Assistant complete training on Sunshine Law and Public Records. City Clerk will complete ICMA Emerging Leaders Development 2-year program in the spring of 2023.

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
City Commission Meetings:					
Number agenda items	292	273	297	24	8.79%
Number of items processed within 4 days of meetings	292	273	297	24	8.79%
% of minutes completed in 6 working days	91%	100%	100%	-	0.00%
Number of proclamations prepared	43	54	59	5	9.26%
Number of public records requests received and processes	323	355	391	36	10.14%

ACCOMPLISHMENTS:

- City's Strategic Goal, "Governance – Secure new agenda management program" was achieved through the procurement and implementation of CivicClerk.
- Procured and implemented new public records request software - JustFOIA for the management of requests from intake to delivery to the requestor.
- Trained city staff on Sunshine Law requirements and obligations pertaining to public records requests.
- Coordinated with IT to upgrade the audio and visual systems in City Commission Chambers.

SUPPORT SERVICES

ACCOMPLISHMENTS:

- timely submitted.
- Provided administrative support for 21 City Commission meetings and 11 City Commission workshops, with agenda packets totaling an estimated 294 agenda items.
- Prepared approximately 54 City proclamations presented at commission meetings and outside events.
- Provided support for the commission zone reapportionment process and up to 4 annexation(s).
- Provided administrative support for the City's citizen advisory boards including the coordination of appointments, and functioned as recording secretary for the Quality of Life board which had 6 meetings and Claims Committee which generally met monthly.
- Maintained efficient records management program with disposition of 252 cubic feet of records.
- Processed over 355 public records requests.
- Provided administrative support for content updates on City's website, including reorganizing and updating the election-related pages.
- Addressed and processed a multi-year backlog of documents, including physical file location and electronic tracking.

CITY ATTORNEY

The Office of City Attorney is responsible for:

- providing legal advice and recommendations to the City Commission, City Department Directors, Division Managers and to the various advisory and quasi-judicial boards
- litigation brought against or on behalf of the City
- handling all legal issues involving or affecting the City
- communicating the City's position on various legislative matters to State and Federal legislative bodies.

The Office of City Attorney coordinates the City's response and strategy regarding general liability insurance claims brought against the City, handles related litigation, and determines if specialized outside legal assistance is needed.



CITY ATTORNEY

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	804,934	805,651	861,962	56,311	6.99%
Total	804,934	805,651	861,962	56,311	6.99%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	704,524	743,724	743,764	40	0.01%
Operating	100,410	61,927	118,198	56,271	90.87%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	804,934	805,651	861,962	56,311	6.99%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
City Attorney	1.00	1.00	1.00	0.00	0.00%
Deputy City Attorney	1.00	1.00	1.00	0.00	0.00%
Assistant City Attorney	1.00	1.00	1.00	0.00	0.00%
Para-Legal	2.00	2.00	2.00	0.00	0.00%
Total	5.00	5.00	5.00	0.00	0.00%

CITY ATTORNEY

GOALS:

- Keep the City Commission and management staff apprised of new developments in statutory, regulatory, and decisional law.
- Assist the City Commission and management staff in avoiding litigation and claims to the maximum extent possible.
- Successfully defend/prosecute litigation involving the City.
- Provide legal opinions to the City Commission and management staff in a timely manner.
- Keep City laws and policies in compliance with current law.



ACCOMPLISHMENTS:

- Informed the City Commission and management staff apprised of new developments in statutory, regulatory, and decisional law.
- Assist the City Commission and management staff in avoiding litigation and claims to the maximum extent possible.
- Successfully defend/prosecute litigation involving the City.
- Provide legal opinions to the City Commission and management staff in a timely manner.
- City laws and policies are in compliance with current law.

FINANCE

The Department is responsible for maintaining the City's financial accounting system that includes processing of all City financial transactions, maintaining and disseminating financial statements and related reports to City departments, governmental agencies and insurance and bond rating companies, and preparation of the City's bi-weekly payroll.

In addition, this program produces the City's Comprehensive Annual Financial Report (CAFR), provides assistance to the City's external auditing firm, provides pension administration services for retired City employees, oversees the investment of City funds and is responsible for debt administration.

The Department provides support service of City government responsible for coordinating and directing the development of the City's Annual Operating Budget and five-year Capital Improvement Program. In addition, the Budget Office monitors revenues and expenditures, evaluates performance results of all City programs, provides technical assistance to City departments, oversees the performance outcome system, and provides information and technical assistance to the City Manager, elected officials and City staff.

The Department is responsible for overseeing a decentralized purchasing system that reviews and processes purchase orders for commodities and services that exceed \$500. The Purchasing Office is also responsible for obtaining price quotes to ensure competitive bidding in accordance with City purchasing thresholds, coordinating and developing formal bids and requests for proposals and ensuring compliance with the City's Purchasing Ordinance and accepted industry standards.

The Department also is responsible for coordinating the City's Risk Management program through the efforts of a full time Risk Manager. This program conducts employee safety workshops and on-site inspections, keeps departments advised of safety issues, recommends loss control measures and conducts investigations on workers' compensation, accidents and general liability claims.

FINANCE

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	936,585	1,007,418	1,081,894	74,476	7.39%
Total	936,585	1,007,418	1,081,894	74,476	7.39%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	896,876	950,088	1,021,355	71,267	7.50%
Operating	39,709	57,330	60,539	3,209	5.60%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	936,585	1,007,418	1,081,894	74,476	7.39%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Finance Director	0.65	1.00	1.00	0.00	0.00%
Assistant Finance Director	1.00	1.00	1.00	0.00	0.00%
Accountant	1.00	1.00	1.00	0.00	0.00%
Accounting Technician	3.00	3.00	3.00	0.00	0.00%
Purchasing Coordinator	1.00	1.00	1.00	0.00	0.00%
Grants Coordinator	1.00	1.00	1.00	0.00	0.00%
Office Asst. III	1.00	1.00	1.00	0.00	0.00%
Risk Manager	1.00	1.00	1.00	0.00	0.00%
Total	9.65	10.00	10.00	0.00	0.00%

FINANCE

GOALS:

- Maintain the high standard and level of financial reporting in obtaining GFOA “Certificate of Achievement for Excellence in Financial Reporting”.
- Complete publication of the Comprehensive Annual Financial Report (CAFR) and submit to the City Commission no later than February following the end of the prior fiscal year.
- Process 100% of invoice payments within 25 days of approval date.
- Submit the proposed Five-Year CIP and Annual Budget documents to the City Commission five days prior to the respective scheduled budget workshops.
- Complete budget document with 30 days of adoption.
- Achieve a forecast accuracy rate (estimate vs. actual) for undesignated fund balance in the General Fund that is within 5% of audited results.
- Obtain an average of three (3) responses to formal bids and RFP’s.
- Reimbursement of projected expenses for Covid (ARPA).

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
# of A/P checks	7,100	7,350	7,100	(250)	-3.40%
# of Accounts Payable EFT	2,150	2,560	3,000	440	17.19%
# of Purchase orders issued	1,116	1,176	1,350	174	14.80%
# of Payroll checks	-	-	-	-	0.00%
# of Payroll direct deposits	9,110	9,115	9,120	5	0.05%
Effectiveness:					
% participating in direct deposit	90%	91%	91%	-	0.00%
Number of days to issue CAFR	140	140	140	-	0.00%

ACCOMPLISHMENTS:

- Continued maintaining the high standard and level of financial reporting in obtaining the GFOA “Certificate of Achievement for Excellence in Financial Reporting”.
- Completed publication of the Comprehensive Annual Financial Report (CAFR) and submitted to the City Commission in early February following the end of the prior fiscal year and implemented the final phase of Governmental Accounting Standards Board (GASB) Statement Number 34 for the inventory of the donated land, roads, sidewalks, and drainage infrastructure.
- Maintained participation in the payroll direct deposit program at 100%.
- Processed 100% of invoice payments within 25 days of approval date.
- Completed budget document within 30 days of budget adoptions.
- Submitted proposed Five-Year CIP and Annual Budget to City Commission at least five days before workshops.

INFORMATION TECHNOLOGY

Information Technology is a support service operation of City government that provides operating system support, software support and technical assistance for the City's local and Wide Area Networks (WAN). The WAN consists of an IBM AS/400 mini-computer, servers, Local Area Networks (LAN), microcomputers and the electronics that connect them. The primary mini-computer applications supported by MIS include:

- Accounting, Miscellaneous Receivables, Purchasing, and Fixed Assets
- Utility Billing
- Site Plan Review, Building Permits, Occupational Licenses and Code Enforcement
- Computer Aided Dispatch and Records Management
- Work Order/Facility Management
- Payroll and Personnel Management
- Cash Receipts
- Land/Parcel Management

In addition, there are eight supporting modules which communicate with the primary mini-computer applications which allow both citizens and city staff to conduct business processes and inquiries over the intranet/internet. A Geographic Information System module (Looking Glass) allows the City's users to produce maps from the existing GIS with integrated information from the data base of the primary mini-computer applications.

Networking and telecommunications support are provided for all City departmental systems, which include:

- Leisure Services Registration and Facility Reservation
- Support Services (City Clerk) Document Imaging System and Clerks Index
- Inventory systems for Fleet
- The Police network
- FireHouse (data management) and TeleStaff (scheduling program) for the Fire Department
- The City's internet and e-mail systems.

INFORMATION TECHNOLOGY

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	953,186	1,029,282	1,140,518	111,236	10.81%
Total	953,186	1,029,282	1,140,518	111,236	10.81%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	613,407	606,161	639,854	33,693	5.56%
Operating	339,780	423,121	500,664	77,543	18.33%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	953,186	1,029,282	1,140,518	111,236	10.81%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
IT Manager	1.00	1.00	1.00	0.00	0.00%
IT Supervisor	1.00	1.00	1.00	0.00	0.00%
Information Systems Specialist	3.00	3.00	3.00	0.00	0.00%
Chief GIS Technician	1.00	1.00	1.00	0.00	0.00%
GIS Technician	1.00	1.00	1.00	0.00	0.00%
Total	7.00	7.00	7.00	0.00	0.00%

INFORMATION TECHNOLOGY

GOALS:

- Maintain data network overall uptime at 99% or better.
- Complete 97% of hardware and software “help desk” support requests within 2 working days.
- Maintain all Servers and Workstations to current vendor service pack levels within 1 month of release.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Actual FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
# of workstations	355	449	465	16	3.56%
# of sites maintained	22	22	22	-	0.00%
# of support calls	2,150	3,080	3,200	120	3.90%
Efficiency/Effectiveness:					
Windows Servers uptime	99.99%	99.99%	99.99%	-	0.00%
iSeries HTE system uptime	99.99%	99.99%	99.99%	-	0.00%

Note: Major software implementation
scheduled for this Fiscal Year: Tyler
Energov Community Development, Tyler
Content Management - Clerks Office

Sites

- | | | |
|----------------|------------------|-----------------|
| 1. City Hall | 9. PAC | 17. Legal |
| 2. PD | 10. Casements | 18. Airport |
| 3. Water Plant | 11. Discovery | 19. Ball Fields |
| 4. Wastewater | 12. Nova | 20. Andy Romano |
| 5. FD91 | 13. SONC | 21. Leeway |
| 6. FD92 | 14. PAL | 22. HDC |
| 7. FD93 | 15. Fleet | |
| 8. FD94 | 16. Public Works | |

ACCOMPLISHMENTS:

- Data networks overall uptime was at 99.9% or better.
- 97% of hardware and software “help desk” support requests were completed within 2 working days.
- Maintained all Servers and Workstations at current vendor service pack levels within 1 month of release.
- Upgraded email system to Exchange 2019 for security enhancements.
- Upgraded all City computers from Office 2016 to Office 2019.
- Upgraded Tyler Munis version
- New firewalls installed offering enhanced network security
- SECNAP CloudJacketx with SOC put into place to enhance network security and monitoring
- New antivirus installed across servers and workstations
- New Password management system in place for enhanced security

HUMAN RESOURCES

The Human Resources Department provides administrative and technical support services to assist in the management of the City's workforce of approximately 400 employees. The core services provided by Human Resources include:

- Recruitment, selection and processing of new employees
- Maintenance of the pay and classification system
- Maintenance of employee personnel records
- Administration of the City's employee benefits program
- Coordination of employee and supervisory training and publishing of employee and supervisory newsletters
- Serve as the liaison with the City's Human Resources Board
- Negotiation and management of collective bargaining agreements with the City's three bargaining units.

HUMAN RESOURCES

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	412,160	465,061	505,117	40,056	8.61%
Total	412,160	465,061	505,117	40,056	8.61%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	233,590	244,266	271,780	27,514	11.26%
Operating	178,570	220,795	233,337	12,542	5.68%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	412,160	465,061	505,117	40,056	8.61%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Asst. HR Director	1.00	1.00	1.00	0.00	0.00%
HR Generalist	2.00	2.00	2.00	0.00	0.00%
Total	3.00	3.00	3.00	0.00	0.00%

HUMAN RESOURCES

GOALS:

- Continue to evaluate strategic health care plan and expand wellness program.
- Continue implementation and customization of time keeping, time cards, and HR components of Tyler/Munis software system.
- Develop an electric self-guided evaluation system through ESS and Tyler/Munis.
- Identify additional areas in which to implement paperless processes using Tyler/Munis.
- Continue to revise and develop employee and leadership training program.
- Continue to review and update Human Resources and Administrative Policies.
- Conduct and document updated succession planning for City departments.
- Transition new hire and benefit orientations to electronic self-guided format.
- Develop Recruitment videos for the City.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Total employee turnover in government/organization	13%	13%	13%	0.00%	0%
Number of individuals hired/placed for period	70	85	70	(15)	-17.65%
Number of new employees that left prior to one full year of service	32	35	32	(3)	-8.57%
Total number of internal HR-sourced training hours					
Number of positions filled from within ranks	43	40	43	3	7.50%
Number of positions filled from outside sources (not promotional)	70	75	70	(5)	-6.67%
Number of requisitions (request-to-fill, job opening, job order, etc.) during period	131	110	131	21	19.09%
Number of requisitions that were filled during period	113	90	113	23	25.56%
Average number of Vacancies	30	30	30	-	0.00%
Average days to fill position	60	60	60	-	0.00%
Average Vacancy Rate	8%	8%	8%	-	0.00%

ACCOMPLISHMENTS:

- Continued implementation of Tyler/Munis time keeping, payroll, and HR module.
- Expanded strategic health care plan and employee wellness program through additional health and wellness events and HSA incentive options.
- Continued to streamline new hire paperwork and transition to paperless process for various policies, contracts, and benefit enrollments.
- Transitioned terminated employee files to electronic filing.
- Started to transition current filed into Tyler Content Manager.
- Implement the Recruitment and Onboarding portion of our Tyler/Munis Software.
- Prepare and implement pay strategy to be in compliance with Amendment 2 which will amend Florida's constitution to gradually increase to \$15 an hour by 2026.

PLANNING

The Planning Department performs two distinct functions: comprehensive planning and development review.

Comprehensive planning is responsible for monitoring compliance with and administering the City's Comprehensive Plan in accordance with Chapter 163, Florida Statutes, and Chapter 9J-5, Florida Administrative Code. The primary services provided in this program include:

- review of Comprehensive Plan Amendments
- coordination with various regional and State authorities
- review for consistency with the Volusia County Growth Management Commission, City Planning Board, and the City's Official Zoning Map and Land Development Code
- review and updating of the various required elements of the Comprehensive Plan

Development Review is responsible for current planning in general and for administering the City's Land Development Code. Specific activities include:

- site plan review and permitting of proposed development applications
- inspection of all residential and commercial development projects
- staff support and liaison with the Planning Board and the Development Review Board
- interpreting and processing amendments to the Land Development Code
- coordinating the activities of the City's Site Plan Review Committee (SPRC) – this involves interdepartmental cooperation with Engineering, Building Inspection and the City Attorney
- responding to informational requests by the public regarding zoning, flood zone classification, land use information, and development regulations
- reviewing and providing comments to Volusia County for certain applications in the County but located within the Ormond Beach service area
- remaining up-to-date with Federal and State mandates and regulations that will affect development review and procedures (the Unified Mitigation Assessment Methodology, for example)

PLANNING

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Site Plan Review Fees	32,360	25,000	25,000	-	0.00%
Zoning Variances/Appeals	413,726	73,000	92,500	19,500	26.71%
General Fund	179,366	571,253	594,227	22,974	4.02%
Total	625,452	669,253	711,727	42,474	6.35%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	536,748	584,554	619,423	34,869	5.97%
Operating	88,704	84,699	92,304	7,605	8.98%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	625,452	669,253	711,727	42,474	6.35%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Planning Director	1.00	1.00	1.00	0.00	0.00%
Senior Planner	3.00	3.00	3.00	0.00	0.00%
Office Manager	1.00	1.00	1.00	0.00	0.00%
<u>Part-time Positions:</u>					
Civil Engineer	0.60	0.60	0.60	0.00	0.00%
Total	5.60	5.60	5.60	0.00	0.00%

PLANNING

GOALS:

- 100% of all professionally prepared plans shall be electronic submittal utilizing ProjectDox.
- Reduce by 50% the amount of time devoted to each consecutive SPRC review after the first submittal by using ProjectDox simultaneous review and mark-up features.
- The Site Plan Review Committee shall provide review comments or approval for site plan submittals 14 days from the date of submittal.
- Transition all non-professionally prepared plans from paper to electronic submittal using ProjectDox.
- Completion of the impact fee study update.
- Transition from the Naviline and ProjectDox permitting systems into the Tyler/Munis permitting system.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
# of site plans	20	24	28	4	16.67%
# of Special Exceptions	7	6	6	-	0.00%
# of LDC/City code amendments	10	10	10	-	0.00%
# of planned development amendment	6	6	6	-	0.00%
# Appeal of PD Determination	1	1	1	-	0.00%
# of annexations/annexation agreements	-	-	-	-	0.00%
# of Certificate of Appropriateness	3	3	3	-	0.00%
# of Variances	12	12	20	8	66.67%
# of rezonings	5	5	5	-	0.00%
# of Property Improvement Grants	2	2	1	(1)	-50.00%
# of Volusia/Flagler County Reviews	4	4	4	-	0.00%
# of Utility Easement/ROW Vacations	10	10	10	-	0.00%
# of lot splits	3	3	3	-	0.00%
# of Land Use Plan amendments	4	4	4	-	0.00%
# of Alcohol Zoning Approvals	6	6	6	-	0.00%
# of Zoning Verifications	5	5	5	-	0.00%
# of Preliminary or Final Plats	3	3	3	-	0.00%
# of Nonconforming Determinations				-	0.00%
Bike Plan	-	-	-	-	0.00%
Total:	101	104	115	11	10.58%

PLANNING

ACCOMPLISHMENTS:

- Successfully completed the 2022 Community Rating System audit by maintaining activities for floodplain management.
- Assist the Leisure Service Department in the completion of a Parks & Recreation Master Plan.
- Installation of improvements consistent with the Downtown Master Plan, such as banners and cabinet wraps.
- Completed the plats for Tiger Oaks, Phase 1A.
- Completion of the seconded amended Interlocal Service Boundary Agreement.
- Provided technical reports and presentations to the Historic Landmark Preservation Board, Board of Adjustment and Appeals, Planning Board, and City Commission.
- Completion of multiple development projects, such as Ace Hardware, GRPI, Ormond Memorial Art Museum, Paradise Pointe, and Total Comfort.
- Processed a number of public hearing items including the Special Exceptions for signage in the Downtown, Plantation Oaks PRD major amendment, RidgeHaven annexation and land use amendments, and Regal Center PBD.
- Coordinated, provided plan reviews, and minutes for the Site Plan Review Committee.
- Plan review for residential and non-residential building permits, accessory uses and Business Tax receipts.

BUILDING MAINTENANCE

Building Maintenance is a support service function of City government that includes:

- repair and maintenance services for City buildings and structures, including routine electrical, plumbing, carpentry, air conditioning, painting and miscellaneous repairs.
- oversight and monitoring service of contracts for janitorial, electrical and air conditioning
- performance of one-time building and minor renovation projects when it is less costly than using an outside contractor.

Direct costs for materials and supplies that cannot be assigned or charged to a department operating budget are charged to the Building Maintenance budget. Otherwise, these costs and HVAC maintenance are charged directly to the department or program where the repair has occurred. All in-house labor costs are charged directly to the Building Maintenance budget regardless of where the work is performed.

In addition, building maintenance personnel are assisting with the maintenance of the Airport Tower and repair of the City's airport runway and taxiway lighting systems. This includes weekly lighting inspections and immediate repair of discrepancies found.

BUILDING MAINTENANCE

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	776,807	826,057	928,047	101,990	12.35%
Total	776,807	826,057	928,047	101,990	12.35%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	442,572	476,046	555,723	79,677	16.74%
Operating	334,235	350,011	372,324	22,313	6.37%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	776,807	826,057	928,047	101,990	12.35%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Office Assistant II	1.00	1.00	1.00	0.00	0.00%
Contract Manager - Buildings	1.00	1.00	1.00	0.00	0.00%
Maintenance Foreman	1.00	1.00	1.00	0.00	0.00%
Tradesworker	3.00	3.00	3.00	0.00	0.00%
Supervisor	1.00	1.00	1.00	0.00	0.00%
<u>Part-time Positions:</u>					
Maintenance Worker II	0.50	0.50	0.50	0.00	0.00%
Total	7.50	7.50	7.50	0.00	0.00%

BUILDING MAINTENANCE

GOALS:

- Complete 98% of all non-emergency work orders within two working days of request
- Create a maintenance plan for 25% of the City's 73 facilities
- Continue refurbishment of snowflake holiday decorations
- No work-related injuries
- Regular safety training classes
- Regular inspections of playground equipment
- Clean and organize the electrical area
- Reorganize the pump and air filter supply

ACCOMPLISHMENTS:

- Completed 98% of all non-emergency work orders within two working days of request
- Continued refurbishment of snowflake Christmas decorations
- Completely reorganize and clean the decorations area
- No work-related injuries
- Followed all City guidelines relating to the corona virus
- Regular safety training classes
- Notification in-person or email of the completion of a work request
- Updated workflow board for assigning and completing work orders
- Daily foreman morning meeting to review workflow and assign work for the day
- All emergency work orders were completed within 12 hours
- Completed placement of Citywide holiday decorations early
- Removed all holiday decorations 1.5 days early
- Used rented lift for the safe install and removal of bridge snowflakes
- Replenishing snowflakes including rewiring of same
- Maintained all City and DOT lighting throughout City
- Maintained all sports lighting to keep playable surfaces lit for safety of players
- Maintained airport runway lighting repairs and safety checks three times per week
- Maintained splash pads with minimal interruptions
- Keeping a clean and organized maintenance shop
- Brought a new part-time employee onboard
- Brought a new full-time on board
- Police Department chiller replaced
- Constructed and installed a new water wheel
- Vadner Park fountain and construction assistance

BUILDING MAINTENANCE

GOALS (Facilities R&R Program):

- Receive a composite rating of satisfactory or better on quarterly janitorial service ratings from 90% of respondents
- Maintain the appearance of City facilities through regular preventative maintenance and repair
- Manage the successful completion of projects described in the Facilities Renewal and Replacement Fund
- Work with Facilities Maintenance staff to identify and prioritize facility R&R projects
- Work with Engineering Department to identify C.I.P. related projects
- Update the comprehensive five-year Facilities Maintenance R&R plan



ACCOMPLISHMENTS (Facilities R&R Program):

- Managed Janitorial Services Contract with American Janitorial Inc.
- Updated the quarterly janitorial review survey to be more inclusive of specific tasks.
- Managed 17 different miscellaneous crafts and trades vendors, primarily used in completing Facilities Renewal and Replacement projects.
- Successfully managed and completed 100% of the Facilities Renewal & Replacement fund projects.
- Completed office renovations in the IT Department at City Hall.
- Managed Citywide pest control services.
- Completed installation of safety/privacy glass in select City facilities.
- Completed repainting/sealing of entire Airport Tower exterior.

POLICE DEPARTMENT

The Police Department consists of the following divisions:

- Administration
- Operations
- Community Outreach
- Community Service/Animal Control
- Criminal Investigations
- Records
- Neighborhood Improvement

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Special Duty	52,972	55,000	50,000	(5,000)	-9.09%
Fines/Forfeits	46,753	45,000	45,000	-	0.00%
Code Violations	96,422	28,000	28,000	-	0.00%
General Fund	8,789,910	9,799,203	11,018,759	1,219,556	12.45%
Total	8,986,056	9,927,203	11,141,759	1,214,556	12.23%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Administration	822,417	947,704	1,098,183	150,479	15.88%
Operations	5,626,417	6,093,571	6,871,060	777,489	12.76%
Community Outreach	465,835	523,971	587,579	63,608	12.14%
Criminal Investigations	1,249,222	1,378,597	1,491,988	113,391	8.23%
Community Services	335,046	380,455	438,297	57,842	15.20%
Records	124,698	172,361	194,023	21,662	12.57%
Neighborhood Improvements	362,420	430,544	460,629	30,085	6.99%
Total	8,986,056	9,927,203	11,141,759	1,214,556	12.23%

POLICE ADMINISTRATION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	822,417	947,704	1,098,183	150,479	15.88%
Total	822,417	947,704	1,098,183	150,479	15.88%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	281,204	319,634	422,027	102,393	32.03%
Operating	541,213	628,070	676,156	48,086	7.66%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	822,417	947,704	1,098,183	150,479	15.88%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Police Chief	1.00	1.00	1.00	0.00	0.00%
Captain	0.00	0.00	0.00	0.00	0.00%
Police Officer (Training)	0.00	0.00	0.00	0.00	0.00%
Office Manager	1.00	1.00	1.00	0.00	0.00%
Lieutenant	0.00	0.00	0.00	0.00	0.00%
Accreditation Manager	1.00	1.00	1.00	0.00	0.00%
Public Information Officer	0.00	0.00	1.00	1.00	100.00%
Total	3.00	3.00	4.00	1.00	33.33%

POLICE ADMINISTRATION

GOALS:

- Maintain the police department's staffing levels at 95% or greater.
- Provide in-service training in de-escalation, Threat Assessment, and Public Records law.
- Work with County to update CAD systems.
- Improve building by replacing worn flooring and furniture
- Convert areas of building not being used to full potential into viable work areas
- Hire a full time Public Information Officer for the Police Department
- Hire a full time Victim Advocate for the Police Department
- Hire a full time Finance employee for the Police Department
- Improve the department's Body Worn Camera System
- Improve the department's License Plate Reader program
- Improve security of the Police Department by obtaining an updated Access Control and camera system

ACCOMPLISHMENTS:

- Successfully complete the CJIS Technical Audit with no deficiencies
- Successfully completed all the required annual and quarterly audits and inventories associated with the Property and Evidence Unit to ensure compliance with Accreditation Standards.
- Successfully completed all quarterly and annual examinations and inspections throughout the year.
- Completed the quarterly and annual DAVID audits.
- Hired and trained fourteen (14) new employees.
- Hired a Part Time Evidence Custodian
- Converted Records Clerk position to supervisory position
- Promoted a current Records Clerk to Lead Records Clerk
- Promoted a current Community Service Officer to Lead Community Service Officer
- Hired a Records Clerk position
- Developed a Police Stipend Program for Basic Law Enforcement Students
- Issued new portable and mobile radios to all employees
- Developed a vehicle replacement plan that was incorporated by the City
- Transitioning the police department's fleet from sedans to sport utility vehicles

POLICE OPERATIONS

Operations is the core law enforcement and community policing arm of the Police Department that responds to approximately 60,000 to 65,000 calls for service annually and provides patrol and traditional law enforcement activities such as traffic control and initiates proactive steps to reduce crime and enhance the quality of life in Ormond Beach. Approximately 8% of all calls involve some type of serious crime, whereas all other calls are service-related.

POLICE OPERATIONS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Special Duty	52,972	55,000	50,000	(5,000)	-9.09%
Fines/Forfeits	46,753	45,000	45,000	-	0.00%
General Fund	5,526,693	5,993,571	6,776,060	782,489	13.06%
Total	5,626,417	6,093,571	6,871,060	777,489	12.76%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	4,966,545	5,551,287	6,099,902	548,615	9.88%
Operating	659,872	542,284	771,158	228,874	42.21%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	5,626,417	6,093,571	6,871,060	777,489	12.76%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Captain	2.00	2.00	2.00	0.00	0.00%
Lieutenant	2.00	2.00	3.00	1.00	50.00%
Sergeant	6.00	6.00	6.00	0.00	0.00%
Corporal	3.00	3.00	3.00	0.00	0.00%
Police Officer	44.00	46.00	46.00	0.00	0.00%
Total	57.00	59.00	60.00	1.00	1.69%

POLICE OPERATIONS

GOALS:

- To enhance the quality of life for the residents and visitors in Ormond Beach through effective, efficient, courteous, and responsive police services.
- Maintain an average response time of less than 5 minutes for all priority police calls for service.
- Continue the community policing project program to assist in the deterrence of public order crimes. This program addresses incidents such as code violations, civil infractions, public nuisance crimes, and traffic issues. By continuing this program, we will reduce the number of repeat calls and improve the overall quality of life for our citizens and visitors.
- Continue implementation of a License Plate Reader program that interacts with the systems used by other agencies within the county.
- Acquire additional traffic safety equipment, namely pole-mounted radar feedback systems.
- Continue training and equipment acquisition to activate Special Response Team.
- Establish the Aerial Tech Unit (ATU); complete training of qualified personnel to operate robots, unmanned aerial systems, and the SRT MRAP for critical incidents and special operations.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Sworn law enforcement members available for CFS response	66	67	67	-	0.00%
Sworn members assigned to Traffic Enforcement	5	5	5	-	0.00%
Members assigned to Traffic Crash Investigations	5	5	5	-	0.00%
Total patrol districts	6	6	6	-	0.00%
Total mobile computers	77	77	77	-	0.00%
Total # of calls received by agency	70,124	63,419	67,500	4,081	6.43%
Citizen-generated workload; Calls for Service (CFS)	32,854	34,569	35,000	431	1.25%
Self-initiated workload; pro-active police actions	37,270	28,850	32,500	3,650	12.65%
Traffic citations issued (moving violations only)	3,670	4,318	4,000	(318)	-7.36%
Traffic crashes	2,069	1,968	1,900	(68)	-3.46%
Pedestrian fatalities	1	1	2	1	100.00%
Total Traffic fatalities	6	6	8	2	33.33%
Adult arrests	858	806	900	94	11.66%
Juvenile arrests	14	23	30	7	30.43%
DUI arrests	58	56	75	19	33.93%
Total arrests	872	829	930	101	12.18%

POLICE OPERATIONS

ACCOMPLISHMENTS:

- Handled approximately 70,124 calls for service, an 11.0% decrease from FY 2020. Calls for service represent dispatched calls, self-initiated calls for service, directed patrol requests, and extra service calls.
- Maintained an average response time of 4 minutes and 32 seconds to emergency calls for service, and an average of 7 minutes and 6 seconds for other priority calls for service. Average response time for all calls (emergency and non-emergency) is 15 minutes and 3 seconds. All response times have increased since the FY 2020 report.
- Completed about 7,758 police/crime reports (down 7.6% from FY 2020)
- Issued about 6,670 traffic related citations/written warnings (down 19.3% from FY 2020).
- Conducted 5,041 traffic stops (down 39% from FY 2020).
- 1,196 Part I crimes were reported (down 42% from FY 2020) with a clearance rate of 41% (down 1% from 2020).
- Hired and trained nine (9) sworn police officers during FY 2021. Three (3) have since left.
- Acquired, outfitted, and trained with operation MRAP armored vehicle for Special Response Team. Acquired through LESO military-law enforcement surplus program.
- Acquired mobile Automated License Plate Reader (ALPR) system, which may be placed at any strategic location to alert officers to potential incoming crime threats, integrated with our current, permanently mounted ALPR system. Funded by LE Trust Fund.
- Acquired ICOR Mini-Caliber robotic system to enhance officer and public safety by increasing standoff distances from known threats while gathering better intelligence of critical situations. Funded by USDOJ grant and LE Trust Fund.
- Acquired Skydio X2 unmanned aerial system (drone). Funded by OB Police Foundation.
- Acquired four (4) pole-mounted radar speed feedback signs. Funded by USDOJ JAG grant.
- Acquired four (4) Rapid-ID fingerprint reader systems. Funded by OB Police Foundation.
- Acquired four (4) tactical ballistic shields. Funded by OB Police Foundation.
- Continued to train twelve (12) PD members and two (2) FD members for the Special Response Team.
- Continual equipment acquisition for the Special Response Team, including body armor kits, rifles, less-lethal munitions, breaching gear, Tactical Combat Casualty Care supplies, etc.
- Renewed acquisition of Narcan / Naloxone grant from Florida Department of Health; distribution to police personnel, with lives successfully saved as a result.
- Completed successful operations during numerous special events in the area to include:

POLICE OPERATIONS

ACCOMPLISHMENTS:

- o Bike Week
 - o Spring Break
 - o Political protests (weekly, and sporadic)
 - o Daytona Truck Rally
 - o Biketoberfest
 - o Pop-up “Invasion”-style events
 - o Memorial Day Honor Ceremony
 - o 9/11 Honor Walk
 - o Several holiday toy drives
 - o Mutual Aid to surrounding agencies for other events, escorts, etc.
- Continued use of Social Media to enhance the Police Department’s image and deploy information to the public.
- It should be noted that procedures regarding call response and enforcement were widely affected by alternate Covid-19 protocols during this time period.

POLICE COMMUNITY OUTREACH

Community Outreach provides several educational and intervention-oriented programs that are designed to enhance life skills and prevent crime including:

- Drug Abuse Resistance Education (DARE)
- Police Athletic League (PAL)
- Explorers
- volunteers and neighborhood and business watches
- DARE program for middle schools

The program is supported in part through grant funding from the National Police Athletic League Youth Enrichment Program (PALYEP) and the Youth Leadership Council (YDC). In addition to City revenues that are the primary source of program funding, a not-for-profit PAL board raises funds for Police Athletic League activities.

POLICE-COMMUNITY OUTREACH

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	465,835	523,971	587,579	63,608	12.14%
Total	465,835	523,971	587,579	63,608	12.14%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	423,146	477,379	534,329	56,950	11.93%
Operating	42,689	46,592	53,250	6,658	14.29%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	465,835	523,971	587,579	63,608	12.14%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Community Program Coordinator	1.00	1.00	1.00	0.00	0.00%
After School Aide	1.00	1.00	1.00	0.00	0.00%
Recreation Leader	1.00	1.00	1.00	0.00	0.00%
Police Officer	3.00	3.00	3.00	0.00	0.00%
Seasonal:					
Tutors	0.00	0.00	0.00	0.00	0.00%
Total	6.00	6.00	6.00	0.00	0.00%

POLICE-COMMUNITY OUTREACH

GOALS:

- The Crime Prevention/Outreach unit will continue to create and conduct programs to address the variety of needs of the community.
- The Crime Prevention/Outreach unit will continue to create and conduct events that provide information related to crime prevention. These events should also bring the community and their police department together to enhance the positive relationship already shared.
- The Crime Prevention/Outreach unit will develop and maintain positive relationships with the business owners in the city, neighborhood associations, children and citizens.
- Present Drug Abuse Resistance Education (DARE) educational programs to public and private school students and achieve a “graduation” rate of 100%.
- Provide PAL educational tutoring, science, and reading enhancement programs to 100 at risk youth in the Ormond Beach Community.
- Provide anti-bullying presentations to youth attending 5th grades at schools in the Ormond Beach community.
- Maintain the number of Police Officer hours (excluding time of assigned officers) in PAL activities at 200 annually.
- Maintain and expand community partnerships with Ormond Beach area schools through social events.
- Build a relationship with the Ormond Beach Middle School staff and students by using programs that bring officers into the school.
- Continue the 5-0 Club at the Ormond Beach Middle School, which brings presenters in to teach students about life skills.
- Continue our annual National Night Out, and make changes to fit our community’s needs.
- Train DARE Officer as a crime prevention practitioner, which is a series of (5) classes.
- Bring back Unity in the Community, that was previously cancelled due to the COVID Pandemic
- Maintain and expand partnerships with clergy members in our community to help with their needs.
- Perform Crime Prevention Surveys for business’ and schools, and provide a confidential in depth CPTED (Crime Prevention Through Environmental Design) and Crime Prevention report.
- Be an active part of the Police Academy to assist with recruiting new police officers.
- Actively attend recruiting events, and organize a recruitment board.
- Bring back Coffee with A Cop, which was previously suspended due to the COVID Pandemic.
- Use social media to reach out to our community about our events, and to have an open door for clear constant communication.

POLICE-COMMUNITY OUTREACH

ACCOMPLISHMENTS:

- “Back the Blue” Sports Challenge. Annual event took place at Riverbend Academy. The sporting exhibitions provided an opportunity for the students, staff, and the police department to strengthen their relationship.
- The annual “Shop with a COP” program was successful. This year we had a total of 25 participants.
- The 8th Annual “Santa on Patrol” was successful. This year yielded the most toy donations to the program. This resulted in more opportunities to make more stops around the city where around 800 children were contacted at city parks, pre-schools, elementary schools, and retail stores.
- Performed two fill “Fill the M-Rap” events to collect toys for Santa on Patrol and PAL.
- Ormond Beach Outreach Unit partnered with Academy Sports for a back to school shopping event. We had a total of 25 participants.
- “Coffee with a Cop” was conducted 1 time due to COVID restrictions.
- “Badges & Brunch” *Crimes Against Seniors* program was conducted at 4 locations within the city.
- “Mommy, Me & Safety” was conducted at the Casements as part of the *Mommy University* program. This program is focused on the safety of new mothers and their child. Topics like baby on board safe driving, tips for no baby left behind in a vehicle, securing their residence to prevent the child from leaving unattended and much more is covered.
- The 5.0 Club was conducted at the Ormond Beach Middle School with approximately 30 students in the class.
- Outreach presented the Ormond Beach Middle School with a Safety and Dangers of Social Media. This was presented to every student in the school.
- The annual National Night Out was a success. This was the first one planned after the COVID Pandemic, and there were approximately 800 attendees.
- The DARE Officer taught the 9 week DARE curriculum to (3) schools. There was a 100% graduation rate for all 550 students who attended.
- Outreach Officer attended DARE school, and took the first class toward becoming a Crime Prevention Practitioner.
- Assisted a member of our community who donated bicycles with a value of \$7500. Outreach partnered with Walmart, Ormond Beach and the local public schools to hold an event where approximately 60 children received bicycles and helmets
- Outreach set up a booth at the Ormond beach Halloween Highway, and passed out approximately 2000 candy bars
- Outreach attended 3 formal recruitments events, and stayed active with the police academy staff for a continued positive relationship.
- Outreach planned several Community Helper Days at local public and private school where children were presented with a vehicle static display, and educational material about safety. Students in grades 3, 4, and 5 from Ormond Beach Elementary School participated in the 2021 R.E.A.D. Reading Exploration Adventure and Discovery program. The goal of R.E.A.D is to increase reading skills in the areas of fluency, vocabulary and comprehension. Based on statistics collected by the school

POLICE-COMMUNITY OUTREACH

ACCOMPLISHMENTS:

in the majority youth attained learning gains on state tests as a result of participation in the program. Enrollment was limited to nine (9) students stay within COVID guidelines.

- The Tutors Are Us program provided an opportunity for eighty-two (82) youth in grades k-12 to receive one-on-one and small group instruction designed to assist each participant's specific academic goals. Sessions are offered in the Fall, Spring and Summer.
- Six (6) Youth Leadership Council (YLC) members qualified to attend the 2021 State of Florida Association of Police Athletic League's (SFAPAL) Annual Conference held in Orlando in July 2021. Attendance was limited do to COVID restrictions
- YLC participated/hosted in seven (7) community service projects in 2021 including a Blanket Drive for the homeless community, assisting with goody baskets for children for Easter, registration at the State of Florida PAL Cheerleading competition and Mother's Day cards for a local assisted living facility.
- Twenty-six (26) Ormond Beach Middle School Students in grades 6, 7 and 8 participated in Science on Patrol (SOP). SOP increases math and science skills through forensic science-based labs and scenarios.
- OBPAL hosted the 4th Annual Donut Dash 5K on April 24, 2021 at the Trails Shopping Center. Runner participation increased to 212. A partnership with the Daytona Running Series was established in 2021 featuring the DD5k as the final race of the series.
- Hosted the Annual OBPAL Holiday Program. Over 100 children and their families participated in the program which included a walk though toy evening and Secret Santa deliveries of bikes and specialty toys.
- OBPAL Basketball program teams participated in six (6) tournaments in 2021. The 10th grade team placed 1st in their division at the Super 6 Tournament. The 14U team placed 3rd in the State of Florida Association of Police Athletic/Activities League Tournament.

POLICE-CRIMINAL INVESTIGATIONS

The Criminal Investigations program provides follow up investigations on over 1,500 UCR reported crimes annually and conducts pro-active investigations into illegal drug sales and possession.

POLICE-CRIMINAL INVESTIGATIONS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	1,249,222	1,378,597	1,491,988	113,391	8.23%
Total	1,249,222	1,378,597	1,491,988	113,391	8.23%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	1,168,154	1,330,382	1,425,915	95,533	7.18%
Operating	81,068	48,215	66,073	17,858	37.04%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,249,222	1,378,597	1,491,988	113,391	8.23%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Police Officer	7.00	7.00	7.00	0.00	0.00%
Sergeant	1.00	1.00	1.00	0.00	0.00%
Corporal	2.00	2.00	2.00	0.00	0.00%
Victim Advocate Coordinator	1.00	2.00	2.00	0.00	0.00%
Evidence/Crime Scene Supervisor	1.00	1.00	1.00	0.00	0.00%
Evidence/Crime Scene Technician	1.00	1.00	2.00	1.00	100.00%
Office Assistant	1.00	1.00	1.00	0.00	0.00%
Part-time Positions:					
Evidence/Crime Scene Custodian	0.50	0.50	0.00	-0.50	100.00%
Total	14.50	15.50	16.00	0.50	3.23%

POLICE-COMMUNITY SERVICE AND ANIMAL CONTROL

Community Services provides operational and logistical support to other police department functions such as:

- animal control
- police forensics
- alcohol breath testing
- traffic control
- communications

The program's animal control responsibilities include the investigation, documentation and tracking of animal bite complaints and dangerous/vicious animals throughout the city.

The program also serves as a proving ground for employees seeking to become sworn law enforcement officers with the Police Department.

POLICE-COMMUNITY SERVICE AND ANIMAL CONTROL

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	335,046	380,455	438,297	57,842	15.20%
Total	335,046	380,455	438,297	57,842	15.20%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	288,184	318,039	359,103	41,064	12.91%
Operating	46,862	62,416	79,194	16,778	26.88%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	335,046	380,455	438,297	57,842	15.20%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Community Service Officer	4.00	4.00	4.00	0.00	0.00%
Lead Community Service Officer	1.00	1.00	1.00	0.00	0.00%
Total	5.00	5.00	5.00	0.00	0.00%

POLICE-COMMUNITY SERVICE AND ANIMAL CONTROL

GOALS:

- Promote responsible pet ownership through public awareness speaking at H.O.A. meetings and “Career Days” at schools in the area.
- Double the amount of City Animal Licenses sold to residents through advertising, in the city water bill and social media.
- Expand public awareness and education regarding the availability of Low Cost Spay and Neuter programs.
- Increase the number of animals returned to owners from the Police Department without having to transport to the Humane Society to keep impound fees down social media has been a big help in reuniting animals with their families.
- Increase training and awareness of animal cruelty and dangerous dog issues.
- Partnering with ASPCA Low Cost Vaccination Clinic to assist residents pet vaccination needs.
- Equipping 1 trained CSO with all needed equipment for Chemical Capture
- Send CSO's to continuing education Training Classes now that the classes are becoming more available.
- Making sure the CSO's have all the protective equipment needed to conduct the job safely.

ACCOMPLISHMENTS:

- Community Service Officers continue to fit children with helmets for safe bicycle riding.
- No CSO reported Injuries.
- Continuing to assist patrol with low priority calls like Found and lost property.
- Continue to maintain the Mobile Speed Trailer Fleet.
- Hired and Trained 2 New CSO's
- Continue to participate in community helper day's and speak with children various schools about animal safety and handling.
- Maintain the RTF program for the City with great success, and monetary savings to the City.

POLICE-RECORDS MANAGEMENT

Records Management provides internal upkeep and management of all Police Department records through a computerized records management system, processing approximately 18,000 to 20,000 reports and citations annually. Records personnel also serve as the point of first contact in person representing the Ormond Beach Police Department to respond to information requests. Records personnel are also first point of contact for many incoming telephone calls.

POLICE-RECORDS MANAGEMENT

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	124,698	172,361	194,023	21,662	12.57%
Total	124,698	172,361	194,023	21,662	12.57%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	115,454	158,086	178,998	20,912	13.23%
Operating	9,244	14,275	15,025	750	5.25%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	124,698	172,361	194,023	21,662	12.57%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Records Clerk	3.00	3.00	3.00	0.00	0.00%
Total	3.00	3.00	3.00	0.00	0.00%

POLICE-RECORDS MANAGEMENT

GOALS:

- Continually purge the old report documents that have met the retention schedule. Keeping up to date on the purging will enable the records Unit to have more usable space.
- Maintain an entry rate of 100% for reports and citations that are continually submitted to the unit on a daily basis.
- Maintain the transfer of Uniform Crime Reports entries between the two separate reporting systems with no more than 5 days of backlog.
- Work towards a completely paperless records management system.
- Streamline the report submission process.
 - Implement the use of the Trespass Form in the TRACS software for paperless submission.
 - Negate the need for an incident report where a charging affidavit is completed.
- Create a master calendar of repetitive tasks that must be completed by the unit.

ACCOMPLISHMENTS:

- Successfully uploaded the Uniform Crime Report statistics to the Florida Department of Law Enforcement on time as required.
- Continue to improve and restructured the work flow of the records department.
- Streamlined the report submission process for Baker Act Forms through paperless submission using the TRACS software.
- Streamlined the maintenance of different logs within the unit, creating paperless entry versions submitted to the "PD Records" Drive.
- Hired and trained a new Records Clerk
- Converted Position in unit to Supervisor Position
- Promoted a clerk to Lead Records Clerk.

NEIGHBORHOOD IMPROVEMENT

Neighborhood Improvement investigates approximately 5,600 cases annually to ensure compliance with City codes and ordinances through inspections, neighborhood sweeps, and citizen complaints and inquiries. More specifically, Neighborhood Improvement enforces the City's Land Development Code requirements regarding land use and development regulations, sign usage, as well as environmental code requirements. This Division also enforces the regulations contained in the Code of Ordinances with regard to water restrictions, solid waste and various other regulations. In addition, Neighborhood Improvement processes approximately 760 tree removal permits, conducts approximately 940 landscape inspections for new residential construction, and approximately 75 landscape maintenance inspections on existing commercial sites.

Neighborhood Improvement also coordinates a "partnering" effort with neighborhood associations, interested citizens and civic organizations.

NEIGHBORHOOD IMPROVEMENT

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Code Violations	96,422	28,000	28,000	-	0.00%
General Fund	265,999	402,544	432,629	30,085	7.47%
Total	362,420	430,544	460,629	30,085	6.99%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	336,002	397,820	416,605	18,785	4.72%
Operating	26,418	32,724	44,024	11,300	34.53%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	362,420	430,544	460,629	30,085	6.99%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Neighborhood Improvement Manager	1.00	1.00	1.00	0.00	0.00%
Environmental Enforcement Officer	1.00	1.00	1.00	0.00	0.00%
Neighborhood Improvement Officer	3.00	3.00	3.00	0.00	0.00%
Office Assistant III	1.00	1.00	1.00	0.00	0.00%
Total	6.00	6.00	6.00	0.00	0.00%

NEIGHBORHOOD IMPROVEMENT

GOALS:

- Hire outside vendor to perform services related to Environmental Improvement duties (ISA Certified Arborist) as we continue to search for our future Environmental Officer (full time).
- Expedite the code enforcement notification process with the use of new equipment/technology (Tyler/Munis) as provided by the Information Technology Division. The use of Tyler has begun regarding the tracking of NID citation payment(s).
- Continue proactive pursuit of outstanding balances related to fine amounts and/or services rendered prior to the lien process.
- Achieve full staffing levels and provide all code related education/training as time and resources allow.
- Successfully complete a community partnership project to assist residents that face life challenges which delay/prevent code violations from ultimate compliance.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Number of proactive cases	169	78	82	4	5.13%
Number of reactive cases/complaints	1,682	1,054	1,107	53	5.03%
Days from complaint to first inspection	Less than 48 hrs	Less than 48 hrs	Less than 48 hrs	-	-
Total cases brought into compliance prior to citation	1,633	1,005	1,055	50	4.98%

ESTIMATES
IMPACTED BY
MANPOWER
ISSUES
and
FSS 162.06(b)

ESTIMATES
IMPACTED BY
MANPOWER
ISSUES
and
FSS 162.06(b)

ACCOMPLISHMENTS:

- As a proactive approach to unsafe structures, the Unsafe Structure Abatement Team (USAT) has been formed and continues to exist. USAT is comprised of the Chief Building Official, City Engineer, Fire Chief, Neighborhood Improvement Division Manager, and a Police Officer. The purpose of USAT is to set forth standards to ensure that structures are safe, sanitary and fit for occupancy and use, the closing and vacating of buildings and structures unfit for human occupancy and use, and if necessary, the demolition of such existing structures.
- Should the Chief Building Official determine that an unsafe structure does not meet the criteria for demolition, the Neighborhood Improvement Division can present the matter before a magistrate and pursue compliance through the hearing process.
- The Neighborhood Improvement Division has significantly reduced the use of paper files except for cases going before the Special Magistrate, cases which have resulted in a City contractor abating the violation, and for new trainees.
- Waste Pro has committed to providing a commercial roll-off container for a community partnership project.

CITY FIRE SUPPRESSION AND EMERGENCY MEDICAL SERVICES

The Fire Department is responsible for providing fire protection, technical rescue, hazardous material response/mitigation and emergency medical services within the city limits of Ormond Beach from four (4) fire station locations. The Department personnel include firefighters many of which are certified as Emergency Medical Technicians (EMT's) and certified as paramedics.

CITY FIRE SUPPRESSION AND EMERGENCY MEDICAL SERVICES

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	6,642,815	6,245,373	6,731,586	486,213	7.79%
Total	6,642,815	6,245,373	6,731,586	486,213	7.79%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	5,855,923	5,421,854	5,646,502	224,648	4.14%
Operating	786,892	823,519	1,085,084	261,565	31.76%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	6,642,815	6,245,373	6,731,586	486,213	7.79%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Fire Battalion Commander	3.00	3.00	3.00	0.00	0.00%
Captain	12.00	12.00	12.00	0.00	0.00%
Driver Engineer	12.00	12.00	12.00	0.00	0.00%
Firefighters	18.00	18.00	18.00	0.00	0.00%
Fire Chief	1.00	1.00	1.00	0.00	0.00%
Deputy Fire Chief	1.00	1.00	1.00	0.00	0.00%
Office Manager	1.00	1.00	1.00	0.00	0.00%
Total	48.00	48.00	48.00	0.00	0.00%

CITY FIRE SUPPRESSION AND EMERGENCY MEDICAL SERVICES

GOALS:

- Continue evaluating the fire-rescue system and procedures to improve service.
- Continue to explore cost savings opportunities without reducing services.
- Continue apparatus replacement program - Evaluate apparatus needs; type and function for current, as well as, future needs. Replacement of secondary units such as Brush Trucks, Marine Vessels, Command units.
- Public Fire Safety & EMS Education - Continue delivering public fire safety and EMS education to our residents and ensure all residents have working smoke detectors.
- Grant Assistance - Continue to seek and apply for grant opportunities that will enhance our service delivery.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
100- Fires Total number of calls dispatched as building fires	117	96	100	4	4.17%
200- Overpressure Rutures, Explosions	3	2	4	2	100.00%
300- Emergency Medical Services	4,435	3,926	4,000	74	1.88%
400-Hazardous Condition	139	136	150	14	10.29%
500- Service Calls	1,361	1,206	1,300	94	7.79%
600- Good Intent Calls	1,332	1,050	1,100	50	4.76%
700- False Alarms	338	364	375	11	3.02%
800- Severe Weather	2	2	2	-	0.00%
900- Special Incident Type	7	7	7	-	0.00%
Real Property Value	94,128,103	16,000,000	17,600,000	1,600,000	10.00%
Fire Loss	2,610,600	1,600,000	1,760,000	160,000	10.00%
Property Saved	91,517,503	14,400,000	15,840,000	1,440,000	10.00%
Public Education Events	31	30	40	10	33.33%
Total number of people touched by Public Education	1,500	2,500	3,000	500	20.00%

CITY FIRE SUPPRESSION AND EMERGENCY MEDICAL SERVICES

ACCOMPLISHMENTS:

- Fire-Rescue responded to a total of 7,734 incidents, with. 3,299 fire-related calls for service and 4,435 Emergency Medical calls for service. Fire Loss Analysis – estimated property loss of \$2,610,000, with estimate of \$91,517,503 of property saved.
- Creation of new Public Safety Fund, supported and approved by City Commission.
- Placed two new, fully-equipped Fire Engines into service in September 2021.
- Secured funding under CARES act for replacement of new P25 compliant radios City-wide (\$900,000+ project), saving budgetary funding.
- Completion of Phase II of five-year Opticom upgrade project, replacing equipment at seven (7) intersections in the city with GPS technology, increasing responder and public safety during emergency responses.
- Set up account to purchase medical supplies at Broward Logistics at a reduced cost. This solved issues with supply shortages and increased prices due to COVID.
- Continued new COVID-19 protocols/procedures in 2021, helping to minimize impacts to staffing during the pandemic.
- Due to COVID, minimal public events and interactions were held, for the safety of the public and fire department members.

BUILDING INSPECTIONS AND SERVICES

Building Inspections provides the following services:

- review of all construction plans for residential, commercial and industrial construction
- issuance of approximately 3,000 building permits annually
- conducts approximately 13,000 building, plumbing, mechanical and electrical inspections for various types of construction within the City limits of Ormond Beach in accordance with the Florida building Code and other State and local laws.

Occupational Licensing provides the following services:

- issuance of occupational license renewals
- issuance of new occupational licenses
- completion of contractor registrations

BUILDING INSPECTIONS AND SERVICES

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Permit Fees	1,082,898	1,101,000	1,535,000	434,000	39.42%
General Fund	14,799	(22,556)	(371,330)	(348,774)	1546.26%
Total	1,097,696	1,078,444	1,163,670	85,226	7.90%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	940,514	946,713	1,018,467	71,754	7.58%
Operating	157,182	131,731	145,203	13,472	10.23%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,097,696	1,078,444	1,163,670	85,226	7.90%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Chief Building Official	1.00	1.00	1.00	0.00	0.00%
Planning Director	0.00	0.00	0.00	0.00	0.00%
Office Manager	1.00	1.00	1.00	0.00	0.00%
Permit Technician	3.00	3.00	3.00	0.00	0.00%
Plans Examiner	1.00	1.00	1.00	0.00	0.00%
Chief Building Inspector	1.00	1.00	1.00	0.00	0.00%
Building Inspector	2.00	3.00	3.00	0.00	0.00%
Engineering Inspector	2.00	2.00	2.00	0.00	0.00%
Total	11.00	12.00	12.00	0.00	0.00%

BUILDING INSPECTIONS

GOALS:

- To provide building reviews and inspections to protect the health, safety, and general welfare of the public related to building design, construction, improvements, repair, or demolition.
- To complete permit reviews within adopted timeframes.
- Continue providing time sensitive inspection response (next business day) to contractors and homeowners.
- Implement the conversion of the Tyler permitting system.
- To provide education and training of the use of the ProjectDox permitting system.
- To assist new business owners in the completion of the business tax receipt process and providing renewal notices to existing business owners.
- Provide training and professional development for building inspectors and permit technicians.

➤ ACCOMPLISHMENTS:

- 100% of all building plans were submitted electronically.
- Maintained 24 hour inspection turnaround for all requests.
- Continued to provide external user training for ProjectDox to Engineers, Architects and builders.
- Completed several complex new building construction projects including Ace Hardware, GRPI, Ormond Memorial Art Museum, Paradise Pointe, and Total Comfort, Ormond Grande and the Pineland subdivision new single-family construction.
- Updated building fee schedule.

ROADSIDE AND RIGHT OF WAY MAINTENANCE

The Roadside and Right-of-Way Maintenance program is responsible for the maintenance and repair of City Parks and Properties, 150+ mile network of local roads and related public right of way, including:

- vegetation and debris maintenance of road shoulders, and sidewalks
- right-of-way mowing on a contractual basis
- maintenance and grading of 11 miles of unpaved roads and parking lots that are under the maintenance responsibility of the City
- mowing at the Business Park, Airport and the closed class III Landfill

Program costs are offset in part by the Florida Department of Transportation (FDOT) for road shoulder maintenance and mowing rights-of-way on State roads within the City limits of Ormond Beach. Approximately 98 lane miles of roads are maintained in accordance with an agreement between the City and FDOT for State Road 40, US 1, Nova Road, and A1A (10 lane miles added on Nova Rd). Approximately \$99,000 of the \$175,000 FDOT contract amount offsets road maintenance costs with the balance dedicated to drainage maintenance.

In-house city personnel provide the services listed above except for right-of-way mowing which is a contracted operation.

ROADSIDE AND RIGHT-OF-WAY MAINTENANCE

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Right of Way Maintenance	127,138	116,000	125,000	9,000	7.76%
Traffic Signal Maintenance	98,275	100,000	100,000	-	0.00%
State Highway Lighting	128,563	125,000	135,000	10,000	8.00%
General Fund	1,705,314	1,886,185	2,165,485	279,300	14.81%
Total	2,059,289	2,227,185	2,525,485	298,300	13.39%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	966,282	1,086,450	1,250,338	163,888	15.08%
Operating	1,093,007	1,140,735	1,275,147	134,412	11.78%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	2,059,289	2,227,185	2,525,485	298,300	13.39%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Public Works Operations Mgr.	0.00	0.00	0.00	0.00	0.00%
Streets Supervisor	1.00	1.00	1.00	0.00	0.00%
Foreman	1.00	1.00	1.00	0.00	0.00%
Maintenance Worker II	9.00	9.00	9.00	0.00	0.00%
Maintenance Worker III	4.00	4.00	4.00	0.00	0.00%
Maintenance Worker IV	3.00	3.00	3.00	0.00	0.00%
Office Assistant II	0.00	0.00	0.00	0.00	0.00%
Public Works Director	1.00	1.00	1.00	0.00	0.00%
Total	19.00	19.00	19.00	0.00	0.00%

ROADSIDE AND RIGHT OF WAY MAINTENANCE

GOALS:

- Respond to calls for customer service by the end of business daily and within 1 hour for after hour call-outs.
- Respond to non-Public Works related work orders by end of business for scheduling.
- Incur no more than twelve (12) reported deficiencies on FDOT inspections yearly.
- Complete FDOT deficiencies with 14 working days.
- Assist in providing traffic control for special events.
- Assist with emergency management issues as they arise.
- Work to create greater efficiency in all aspects of street maintenance and repair.

ACCOMPLISHMENTS:

Street & Right of Way Maintenance

- 11 miles of shell roads were graded. Projected 12 miles in FY 22/23.
- 2,049 maintenance work orders were completed. Projected 2,700 maintenance w/o in FY 22/23.
- 110 maintenance work orders were completed on FDOT roads. Most of the R/W maintenance was removed from the FDOT MOA. Projected 100 maintenance work orders for FY 22/23.
- 1,315 man-hours were expended assisting other City departments. Projected 1,500 man-hours assisting other departments in FY 22/23.
- 698 man-hours working for other departments were for maintenance in City Parks. Projected 700 in FY22/23.

Asphalt Maintenance

- 113 asphalt work orders were completed repairing city streets, requiring 410 tons of asphalt and 53 bags cold patch. Projected 115 asphalt work orders in FY 22/23, 125 tons of asphalt.

Concrete Maintenance

- 184 work orders were completed for repairs to City sidewalks, curbs, gutters and catch basin aprons, requiring 108 cubic yards of concrete, 80 tons of recycled concrete and 150 tons of limerock base material towards a grand total of 1180 cubic yards of road base materials purchased and 120 bags of Portland cement. Projected 200 concrete work orders, 150 cubic yards of concrete, 110 tons of recycled concrete and 150 tons of limerock base material in FY 22/23.
- There were 27 work orders completed on FDOT walks, curbs, and gutters, requiring 15 cubic yards of concrete. Concrete sidewalk repair is no longer in the FDOT MOA in FY 22/23, except for the Streetscape, TIF District.

Sign Maintenance

- There were 297 work orders completed for Traffic Sign installation and repair. Projected 500 work orders for Traffic Sign installation and / or repairs FY 22/23.

Urban Forestry

- There were 104 trees removed from City R/W's or properties and 6 trees were removed from FDOT R/W's. Projected FY 22/23 to remove 60 trees from City R/W's or properties and remove 6 trees from FDOT ROW's .

ENGINEERING

The Engineering Department is responsible for the following functions:

- Liaison with consultant engineers for the design and construction management for airport, road, drainage, water and sewer, recreational facility, beautification and other capital improvement projects.
- Survey and mapping and computer aided design for in-house projects that are not contracted to a consultant engineer.
- Site plan review and permitting of proposed development applications and inspection of all residential and commercial development projects.

ENGINEERING

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	971,757	1,088,022	1,201,983	113,961	10.47%
Total	971,757	1,088,022	1,201,983	113,961	10.47%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	929,146	1,037,772	1,127,074	89,302	8.61%
Operating	42,611	50,250	74,909	24,659	49.07%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	971,757	1,088,022	1,201,983	113,961	10.47%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
City Engineer	1.00	1.00	1.00	0.00	0.00%
Civil Engineer	1.00	1.00	1.00	0.00	0.00%
Chief Engineering Technician	1.00	1.00	1.00	0.00	0.00%
Construction Engineer	1.00	1.00	1.00	0.00	0.00%
Engineering Inspector	3.00	3.00	3.00	0.00	0.00%
Deputy City Engineer	1.00	1.00	1.00	0.00	0.00%
Engineering Project Coordinator	1.00	1.00	1.00	0.00	0.00%
Landscape Architect	1.00	1.00	1.00	0.00	0.00%
Permit Technician	1.00	1.00	1.00	0.00	0.00%
Engineering Technician	1.00	1.00	1.00	0.00	0.00%
Total	12.00	12.00	12.00	0.00	0.00%

ENGINEERING

GOALS:

- Coordinate with all departments to complete CIP projects in a timely manner.
- Assist Leisure Service in the completion of a Parks & Recreation Master Plan.
- Assist Public Works in the completion of a Stormwater Master Plan.
- Implement the recommendations of the Downtown Master Plan within Cassen Park
- No work-related injuries
- Maintain the staffing levels at 90% or greater.
- Provide education/training toward maintain licensure as time and resources allow.
- To enhance the quality of life for the residents and visitors in Ormond Beach through effective, efficient, courteous, and responsive engineering services.
- Implement and maintain traffic calming program.
- Assist with emergency project management as projects arise.
- Complete 75% of assigned capital improvement projects within 30 days of the substantial completion date established with the Notice to Proceed.
- To receive 85% of bids below Engineer's final design cost estimate.
- Increase public involvement in City projects
- Strive to complete franchise and stormwater permit reviews within streamlined timeframes.
- Assist Utilities with Plant improvement projects and maintaining regulatory permitting compliance
- Maintain regulatory permit compliance at the Nova Landfill
- Continue success of preventive maintenance projects including the road repaving, storm water lining, and Sanitary sewer I&I.
- Complete the N US1 watermain and force main project, SONC Gym expansion, and MacDonald House repairs.

ACCOMPLISHMENTS:

2022 Roadway Rehabilitation - Resurfacing – Completed the annual road resurfacing contract with approximately 5 miles of City streets repaved.

2022 Storm & Sewer Pipe Lining – Performed restoration improvements to existing deteriorated and leaking stormdrain and sewer pipe at various locations throughout the City, using cured-in-place pipe lining.

2-Inch Water Main Replacement – Ph IV – Completed design for phase four of the project to replace sub-standard 2-inch diameter water mains. There will be two separate projects for the North Peninsula and Mainland.

385 South Olde Kings Road – Completed the site remediation and debris removal at the property which included performing a Phase II Site Assessment, demolition of the existing structure, an asbestos survey, drum disposal, debris removal, and related activities to clear the property for use by the City.

ENGINEERING

ACCOMPLISHMENTS:

ARBP ADA Ramp Repair – Designed and constructed repair/replacement of the ADA beach ramp at Andy Romano Beachfront Park that had been damaged repeatedly by storm surge.

CDBG Central Park Playground – Constructed a new playground to replace the existing that was installed in the late 1990's and is beyond its useful life. The project was partially funded by a Community Development Block Grant.

CDBG Fleming Playground – Designed and constructed the replacement of the playground off Fleming Avenue in Central Park I that was installed in the 1990's and was beyond its useful life. The project was partially funded by a Community Development Block Grant.

CDBG Sidewalk Repairs – Designed repairs to the sidewalks on the west side of South Washington Street. Construction will be partially funded by a Community Development Block Grant.

Facility Hardening – Designed and commenced construction on a Hurricane Wind Retrofit project at five City facilities to replace existing windows and doors with impact-rated windows and doors. The project is partially funded by a FDEM/FEMA Hazard Mitigation Grant Program grant.

Fiber Optic Improvements – Constructed a fiber optic line for connection to SCADA for the Wilmette Pump Station project in process.

Gazebo Replacement CP II #2 – Replaced the second Central Park II gazebo originally installed in the early 1990's and beyond its useful service life.

Leeway Storage Tank & Pump Station Rehab – Commenced design of this project for the rehabilitation of the elevated steel tank, and replacement of pumps and controls, and discharge piping modifications.

MacDonald House Restoration – Completed construction of all phases of renovations to repair and restore the exterior of the MacDonald House. This project was partially funded by an ECHO Grant.

Nova Community Park Tennis Court Lighting Improvements – Completed construction to add new LED lighting to courts 1 – 4, and to replace existing lighting on tennis courts 5 and 6 which was installed in the mid-1990's, with LED lighting. The project was partially funded by an ECHO Grant.

Parks & Recreation Master Plan Update – Completed the City's Parks and Recreation Master Plan Update.

ENGINEERING

ACCOMPLISHMENTS:

Police Station Access Control – Replaced four existing outdated access control and surveillance systems, with one new consolidated global system.

Police Station Chiller Replacement – Completed replacement of the chiller.

Police Station HVAC Upgrades – Commenced design of upgrades to the HVAC controls and pumps thermostats, VAV boxes and air handler.

Sanchez Park Playground Equipment Replacement – Constructed new playground equipment at Sanchez Park that was destroyed by fire.

Shadow Crossings Water Storage Tank Repair – Constructed repairs to the exterior of the pre-stressed composite reclaimed water storage tank.

Shell Parking Lot Restoration – Completed work on the Sanchez Park parking lot, the first project in the new annual maintenance program.

SONC Gym – Construction commenced for the new gym. The project is partially funded by a Daytona Beach Racing and Recreational Facilities District grant.

Wilmette Avenue Stormwater Pump Station – Completed construction of a permanent stormwater pump station for the Wilmette Avenue crossing of Laurel Creek. The project was partially funded by a Florida Division of Emergency Management Hazard Mitigation grant.

WRF Upgrades – Commenced design for upgrades to the Water Reclamation Facility to include master lift station pump replacement, sludge decant building rehab, bulk polymer tank improvements, post anoxic mixer installation, clarifier weir covers and grout launders, and chemical feed building repair/replacement.

WTP Improvements – Completed design and commenced construction on this water treatment plant project which includes rehabilitation of the aerator, clearwell, transfer pumps, and splitter box.

FLEET OPERATIONS

Fleet Operations is a support service function of city government provides a comprehensive array of repair and preventative maintenance services for a fleet of approximately 229 vehicles and 399 pieces of equipment and other non-rolling stock. Fleet Operations core services include:

- maintaining a parts shop and inventory
- coordination of all sublet repairs
- management of the City's vehicle replacement program
- overseeing operations of the City's central fueling facility
- maintaining management and billing information for all vehicles and equipment

As an "internal service" operation, Fleet Maintenance recovers its labor and overhead through an hourly labor rate billed to user departments and from a 25% surcharge levied on parts and sublet repairs and a 10% surcharge on fuel. The cost of all parts and sublet repairs are charged directly to the user department.

FLEET OPERATIONS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	1,385,695	1,380,289	1,908,683	528,394	38.28%
Total	1,385,695	1,380,289	1,908,683	528,394	38.28%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	370,906	356,156	383,771	27,615	7.75%
Operating	1,014,789	1,024,133	1,524,912	500,779	48.90%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,385,695	1,380,289	1,908,683	528,394	38.28%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Garage Supervisor	1.00	1.00	1.00	0.00	0.00%
Fleet System Specialist	1.00	1.00	1.00	0.00	0.00%
Mechanic II	1.00	1.00	1.00	0.00	0.00%
Mechanic III	2.00	2.00	2.00	0.00	0.00%
<u>Part-time Positions:</u>					
Courier (part-time)	0.50	0.50	0.50	0.00	0.00%
Total	5.50	5.50	5.50	0.00	0.00%

FLEET OPERATIONS

GOALS:

- Focus Fleet Operations on rolling stock by limiting subletting of small repairs and maintenance of handheld equipment.
- Maintain vehicle downtime of no more than 8% for all Fire and Police vehicles.
- Maintain an average productivity rate for all mechanics of 85% that generates billable labor rate hours from work orders.
- Achieve ASE Blue Seal of Excellence for 15th consecutive year.
- Continue to provide for efficient, timely and cost-effective delivery of repair and maintenance service to the City.
- Pursue options for succession planning within Fleet Operations
- Continue implementation of cost savings on sublet work orders

ACCOMPLISHMENTS:

- Achieved ASE Blue Seal of Excellence for 15th consecutive year.
- Achieved a downtime rate of 6.8% for all emergency vehicles.
- Continued reduction in parts inventories by Identifying obsolete parts and provide a cost-effective recovery and disposal program.
- Continue being a GM Warranty Certified repair facility.

ECONOMIC DEVELOPMENT

The City's Economic Development Department promotes development and redevelopment in Ormond Beach, including the Airport Business Park, downtown, and other areas within the community. In addition, Economic Development works closely with private property owners and City and County officials in the creation and development of a business park in the area along north US1 and Interstate 95. Economic Development also markets the City of Ormond Beach to prospective businesses and visitors.

ECONOMIC DEVELOPMENT

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	285,453	382,023	400,799	18,776	4.91%
Total	285,453	382,023	400,799	18,776	4.91%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	132,986	153,385	164,268	10,883	7.10%
Operating	89,072	146,931	119,645	(27,286)	-18.57%
Capital	-	-	-	-	0.00%
Economic Incentives	63,396	81,707	116,886	35,179	43.06%
Total	285,453	382,023	400,799	18,776	4.91%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Economic Development Dir.	1.00	1.00	1.00	0.00	0.00%
Total	1.00	1.00	1.00	0.00	0.00%

ECONOMIC DEVELOPMENT

GOALS:

- Retain industrial businesses through visitation program and assist with expansion projects.
- Conduct annual Business Retention Survey of target industry in the City to keep a pulse on business sentiment.
- Work with key target businesses in plant expansion and job creation initiatives.
- Collaborate with economic development partners to market & attract out-of-state businesses/visitors to the City.
- Develop/Implement Main Street economic development initiatives.
- Manage City's Business Park including:
 - Prepare marketing material and promote development opportunities at the airport and business park for attraction and expansion of target industry.
 - Work closely with businesses on improvements to the electrical and internet infrastructure.
 - Work with Public Works to develop plans and construct the extension of Signal Avenue/Tower Circle East into the Southwest Quadrant of the Airport and construct Runway Drive, a secondary access road for the Airport Business Park.
- Publish and distribute quarterly Economic Development newsletter.
- Update the Economic Development Plan Strategic Plan.
- Work closely with Tomoka Holdings to open up land in the Ormond Crossings master development project.

ACCOMPLISHMENTS:

- Worked with businesses throughout the City to retain and expand their operations and employment base, including Germfree and Maxton Group.
- Worked in partnership with the Volusia County Division of Economic Development to distribute Small Business and Home Based Business Grants to businesses impacted by the 2020 pandemic.
- Updated economic development marketing material to promote business attraction in the City, Ormond Crossings, Ormond Beach Airport and Business Park.
- Published four Ormond Beach Economic Development Update Newsletters to the business community.
- Ormond Beach became a local affiliate and launched the FastTRAC Program as part of the National League of Cities and Ewing Kauffman Foundation's City Innovation Ecosystems (CIE) program. In partnership with the Volusia/Flagler SCORE Chapter the City hosted an initial program in early Spring.
- In collaboration with the Ormond Beach Chamber of Commerce, hosted Startup Grind Fireside Chats for entrepreneur and start-up community.
- The design work for Runway Drive, a collector roadway in the airport business park is complete.
- Provided leadership and consultation to the Ormond Beach Chamber of Commerce, Main Street Inc., and Team Volusia EDC organizations to improve the business climate in the City.

PARKS AND GROUNDS MAINTENANCE

Parks and grounds maintenance program is responsible for:

- routine grounds maintenance
- mowing, general beautification and upkeep of all City's parks and on-site buildings to include:
 - grass mowing
 - flower bed and shrub maintenance
- maintenance and trash collection of the medians along AIA and State Road 40

With the exception of the Memorial Art Gardens, all parks and ground maintenance is performed on a contracted basis.

PARKS AND GROUNDS MAINTENANCE

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	2,252,009	2,326,992	2,445,146	118,154	5.08%
Total	2,252,009	2,326,992	2,445,146	118,154	5.08%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	336,704	344,846	387,877	43,031	12.48%
Operating	1,915,305	1,982,146	2,057,269	75,123	3.79%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	2,252,009	2,326,992	2,445,146	118,154	5.08%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Maintenance Foreman	1.00	1.00	1.00	0.00	0.00%
Contract Manager	1.00	1.00	1.00	0.00	0.00%
Tradesworker	1.00	1.00	1.00	0.00	0.00%
Maintenance Worker II	1.00	1.00	2.00	1.00	100.00%
Seasonal Positions:					
Maintenance Worker II (1)	0.00	0.00	0.00	0.00	0.00%
Part-time Positions:					
Maintenance Worker II (4)	2.00	2.00	1.00	-1.00	-50.00%
Total	6.00	6.00	6.00	0.00	0.00%

PARKS AND GROUNDS MAINTENANCE

GOALS:

- Ensure all parks and grounds are inspected biweekly to ensure safety, accessibility and cleanliness
- Monthly safety training
- Quarterly meetings with park staff to discuss progress and course of maintenance
- Additional leaf blowing removal/pressure washing of added concrete and wood paths
- Assist building maintenance in preparation for holiday decorations
- Develop need assessments to prioritize enhancements and/or replacement projects and relay information in weekly appraisal meetings with Building Maintenance Supervisor
- Maintain the appearance of City parks and facilities through regular maintenance
- Assist Building Maintenance with large projects

PERFORMANCE MEASURES:

	Actual FY 2020-21	Actual FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Number acres of passive park	79	79	79	-	0.00%
Number of acres of active park	528	528	528	-	0.00%
Number of park acres maintained	607	607	607	-	0.00%
Number of volunteer hours	13,739	20,000	30,000	10,000	50.00%
Number of children registered in summer programs	78	110	125	15	13.64%
Number of available spaces in summer programs (number of registered that are placed)	53	126	146	20	15.87%
Number of children in jurisdiction	7,703	7,830	7,908	78	1.00%

PARKS AND GROUNDS MAINTENANCE

ACCOMPLISHMENTS:

- Maintained files for photographs and supporting documents
- Regular safety training classes
- Engraved, constructed and installed 25+ pads, benches and trash receptacles
- Followed standard work schedule for all part-time and full-time employees covering all parks for each week
- Continuation of repairs as required in the parks
- Weekly meetings with Parks staff to discuss progress and course of maintenance
- Additional leaf blowing and pressure washing of added concrete and wood paths
- Communicated with Building Maintenance the park needs to ensure buildings are clean, safe, and inviting to the public
- Worked with Building Maintenance in preparation for holiday decorations to be placed around the City
- Maintained a high level of appearance and safety
- Continual support of the Riverbend Bike Trail
- Brought two, new part-time employees onboard
- Brought a new full-time employee onboard
- Number of accomplishments cross with Building Maintenance
- Vadner Park fountain and construction assistance
- Organize a new container for Parks supplies

LEISURE SERVICES ADMINISTRATION/REGISTRATION

Leisure Services Administration provides the executive leadership and guidance necessary to carry out the mission, goals and policies for recreational, cultural, senior center, special events, special populations, and athletic field's maintenance programs. Leisure Services Administration also processes enrollment and completes registrations for:

- Youth and adult recreation programs
- Contractual instructor classes
- Gymnastics
- Summer camp programs
- Tennis programs
- Field and park rentals

Leisure Services manages recreation center activities held at Nova Community Center, South Ormond Neighborhood Center, Ormond Beach Gymnastics Center and Performing Arts Center.

LEISURE SERVICES ADMINISTRATION/REGISTRATION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Liability Insurance	13,633	9,100	13,000	3,900	42.86%
ARBFP Concession Rental	10,000	10,000	10,000	-	0.00%
General Fund	638,593	712,373	772,835	60,462	8.49%
Total	662,227	731,473	795,835	64,362	8.80%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	492,667	510,040	557,909	47,869	9.39%
Operating	169,560	221,433	237,926	16,493	7.45%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	662,227	731,473	795,835	64,362	8.80%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Leisure Services Director	1.00	1.00	1.00	0.00	0.00%
Asst. Leisure Services Director	1.00	1.00	1.00	0.00	0.00%
Recreation Program Specialist	1.00	1.00	1.00	0.00	0.00%
Office Manager	1.00	1.00	1.00	0.00	0.00%
Office Assistant III	2.00	2.00	2.00	0.00	0.00%
<u>Part-time Positions:</u>					
Office Assistant I	0.50	0.50	0.50	0.00	0.00%
Total	6.50	6.50	6.50	0.00	0.00%

LEISURE SERVICES ADMINISTRATION/REGISTRATION

GOALS:

- Continue to update Leisure Service website to become more user friendly and focus more on programming and activities.
- Apply for Tree City USA Growth Award through National Arbor Day Foundation in order to retain Ormond Beach's Tree City USA designation.
- Host the Mayor's Health and Fitness Challenge.
- Expand advertising for summer camps and yearly programming.
- Partner with Engineering and Grants Coordinator to apply for ECHO grants.
- Continue to promote the existing Memorial Tree and Memorial Bench programs
- Expand the continued use of volunteers
- Apply for departmental awards and accolades through agencies including FFEA.
- Continue to implement Hometown Heroes Banner Program
- Achieve all City Commission goals for Leisure Services for FY 2022-23 by the end of the fiscal year
- Continue harmonious relationship with Leisure Services Advisory Board to build a stronger community
- Continue to provide exceptional customer service to the residents of Ormond Beach
- Host Earth Day at Environmental Discovery Center to incorporate tree distribution and educational sessions

PERFORMANCE MEASURES:

	Actual FY 2020-21	Actual FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
# of Field/Park/Facility Rentals	205	390	425	35	8.97%
# of Online Registrations	-	70	300	230	328.57%
Efficiency/Effectiveness:					
Achieve City Commission Goals	100%	100%	100%	-	0.00%
Customer Satisfaction %	90%	90%	90%	-	0.00%

COVID-19

LEISURE SERVICES ADMINISTRATION/REGISTRATION

ACCOMPLISHMENTS:

- Obtained the Tree City USA Growth Award
- City was once again designated as Tree City USA
- Received statewide recognition for the Rockefeller “Millionaire Monday” Program from Florida Festivals & Events Association
- Continued to expanded digital offerings to residents via social media during the COVID-19 closures.
- Continued partnership with the Garden Club of the Halifax Country to complete Vadner Park renovations
- Host Leisure Services Employee Appreciation Day event
- Hosted successful Summer Camp Connections and Enviro Camp Programs and revamped Camp T-Rec Program
- Helped facilitate State of City
- Expanded involvement with Volusia County Recreation Directors’ Association
- Three, free fishing tournaments were once again held this year.
- Implemented new registration software for Leisure Services programming
- Planned and hosted successful Halloween Highway event with all Leisure Services division participation
- Recreation Program Specialist increased social media presence of all Leisure Services activities.
- Continued to assist our veterans with the Hometown Heroes application process, banner delivery, and drive-through luncheon
- Assist with ECHO grant process for PAC funding at Performing Arts Center
- South Ormond new gym addition
- Worked in partnership with YMCA to ensure dog park facility is maintained to a high standard for our citizens
- Completed Leisure Services Master Plan update with Barth & Associates

THE CASEMENTS

The Casements is the flagship community enrichment center on the peninsula serving nearly one third of the city's population. Programs that take place at The Casements, in Central Park or as outreach experiences include:

- environmental education such as urban homeowner's landscape conservation
- organic gardening
- safe boating
- manatee and wildlife protection classes and the arts
- Youth-at-Risk programs through story-telling
- computer enrichment classes
- arts and literacy education

Programs and classes offered at Osceola School and the Casements raise confidence and self-esteem to benefit youth, serve families and enhance community values.

As a historic facility, the former home of John D. Rockefeller, Sr., a Great Floridian is on the National Register for Historic Places and is an echo-tourism destination for visitors in Ormond Beach. It serves as an important landmark and symbol of historic preservation for the community within an urban park setting of leisure service facilities.

THE CASEMENTS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Casement Fees	30,286	35,000	45,000	10,000	28.57%
General Fund	237,580	232,669	312,694	80,025	34.39%
Total	267,866	267,669	357,694	90,025	33.63%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	141,624	142,336	212,236	69,900	49.11%
Operating	126,241	125,333	145,458	20,125	16.06%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	267,866	267,669	357,694	90,025	33.63%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Cultural Center Coordinator	1.00	1.00	1.00	0.00	0.00%
Special Events Tech	0.00	0.00	1.00	1.00	100.00%
Part-time Positions:					
Maintenance Worker (2)	1.00	1.00	1.00	0.00	0.00%
Recreation Leader (2)	1.00	1.00	1.00	0.00	0.00%
Special Events Tech (1)	0.50	0.50	0.50	0.00	0.00%
Total	3.50	3.50	4.50	1.00	28.57%

THE CASEMENTS

GOALS:

- Expand revenue through rentals, programs and events.
- Expand Gallery exhibits to local artists and groups
- Grow sponsorships with Movies on the Halifax, Swing into Spring, Once Upon a Storytime and other community events.
- Continue partnerships with Ormond MainStreet, Ormond Memorial Art Museum and Gardens, The Ormond Beach Historical Trust, Ormond Beach Chamber of Commerce, National Multiple Sclerosis, Runner's High, Ormond Beach Rotary, The Antique Automobile Association and The Jewish American Society as it relates to the various community events held on our property
- Continue monthly "Movies on the Halifax".
- Plan and execute a new program for children ages 12-15 years old
- Plan and execute a new weekday lunchtime concert series downtown on The Casements North Lawn.
- Continue monthly gallery exhibit videos
- Expand on Christmas Challenges and Easter Hunts for the upcoming year.
- Create new StoryStroll programs for the holiday season and summer.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
Attendance/Participants:					
Special Events	54,130	57,000	70,000	13,000	22.81%
Tours *	39,370	39,500	40,000	500	1.27%
Programs/Classes	285	300	325	25	8.33%
# Rentals:					
Rentals/Groups - Casements	147	150	175	25	16.67%
Rentals/Groups - Riverbridge	71	75	80	5	6.67%
Efficiency/Effectiveness:					
Overall "satisfied/very satisfied" %	95	95	95	-	0.00%

*Includes Oncell App Tours

THE CASEMENTS

ACCOMPLISHMENTS:

- The Casements continues to be the only beachside cultural center that offers fitness, cooking, art and various educational opportunities.
- The Casements continues to partner with Ormond MainStreet with their three major fundraisers, Celtic Festival, Taste of Ormond and Riverfest.
- The Casements hosted a very successful “Ormond Live” this year with record crowds.
- Worked with the National MS Society with their annual bike race.
- Worked closely with the Seaside Herb Society to plan and execute their annual Herb Faire and Plant Sale.
- Assisted members of the Ormond Beach Garden Club to plan and execute their annual Flower Show and Tea.
- The Casements worked closely with the coordinator of the Tomoka Marathon who hosted a Boston Marathon qualifier, and a full, half and 5K experience to over 1600 runners.
- Worked with the coordinator of Sophies Circle to offer their annual bridge walk.
- Hosted for the first time this year the Veteran’s Appreciation Day with nearly 300 in attendance.
- Hosted the Community Events Departments Memorial Day meetings and program.
- Hosted the Community Events Departments Art in the Park.
- Worked with members of the Antique Automobile Club to host their annual Gaslight Parade and Antique Car Show.
- Worked with Ormond Beach Chamber of Commerce to host their annual King of the Grill event.
- Hosted the City’s Independence Day Celebration.
- Worked with organizers from the Jewish Heritage Festival to provide a free event to the community.
- Assisted members of The Casements Guild to decorate The Casements for the holiday season.
- Assisted The Casements Guild in offering a Mother’s Day Tea.
- Worked with The Casements Guild to plan and execute the 43rd annual Christmas Gala.
- Planned and executed a successful “Breakfast with Santa” with over 360 guests.
- Worked with Community Events to offer “Holidays at The Casements” outdoor holiday concert.
- Worked with the St. Augustine Storytellers to provide a Halloween program of “Ghost Stories”
- Staff members created a spooky video for Halloween that was posted on Facebook.
- Staff members created videos of all Gallery Exhibits throughout the year.
- Staff created a time lapse video of the North Lawn and Carriage House Renovation project.
- Staff created the 2nd annual Candy Cane Challenge during the holiday season for our young guests.
- Staff created the 2nd annual Sweets and Treats challenge for Facebook participants.
- Staff posted educational facts each week on Facebook under the caption of “Did You Know?”
- Staff created a Valentine Video that posted on Facebook

THE CASEMENTS

ACCOMPLISHMENTS:

- Staff created a Christmas video that showed the evolution of the Christmas Galas on Facebook.
 - The Casements Gallery was adorned with various artwork and photographs each month from various groups including The Casements Camera Club, Ormond Beach Art Guild, Florida Women's Art Association, Joe Costanzo, and The Girl Scouts of the Citrus Council.
 - The Girl Scout's completed their Bronze Star by planting flowers in the North Lawn Gazebo and maintaining the planters throughout the year.
 - Offered eight monthly "Once Upon a Storytime" events for children ages two-four with a story, craft and special treat, sponsored by Morejon & Andrews Orthodontics.
 - Offered three weeks of watercolor workshops with artist, Janet Rogers.
 - Brought back "Swing Into Spring" with three free concerts in April on Thursday evenings.
 - Held the 43rd annual Guild Appreciation Luncheon sponsored and catered by Amber's Jewel Catering.
 - Our "Movies on the Halifax" event happened every first Friday of each month.
 - Worked with Ormond MainStreet and the Volusia County Library to offer a free "StoryStroll" in Rockefeller Gardens for the holiday season and summertime.
 - The Casements was named Outstanding Florida Youth Conservation Center Partner in 2021 for Enviro Camp.
 - The Casements planned and executed Enviro Camp at the EDC in June and July 2021 under COVID-19 standards.
 - The North Lawn Drainage and Carriage House Expansion Project was completed.
 - A new iron fence with archway and gates was placed around the courtyard.
 - A new archway and gate were placed on south Riverside Drive.
- Reached 4000 followers on Facebook and over 1562 on Instagram.

PERFORMING ARTS CENTER

The Ormond Beach Performing Arts Center (OBPAC) consists of an auditorium, rehearsal room, studio and music rooms for City-sponsored groups, professional theater and musical productions. The Center has a seating capacity for 627 people and is built in a fan-shaped, stadium-style configuration.

The Center is also used for many activities, to include:

- | | |
|-----------------------|----------------------------|
| ➤ Youth dance classes | ➤ Additional dance classes |
| ➤ Recitals | ➤ Acting classes |
| ➤ Senior shows | ➤ Voice and piano lessons |
| ➤ Music events | ➤ Children's choir |
| ➤ Children's theater | ➤ Cultural arts classes |
| ➤ Workshops | ➤ Activities seminars |

PERFORMING ARTS CENTER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Tickets/Concessions	22,141	75,000	55,000	(20,000)	-26.67%
General Fund	214,331	198,166	246,196	48,030	24.24%
Total	236,472	273,166	301,196	28,030	10.26%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	120,228	146,862	170,687	23,825	16.22%
Operating	116,244	126,304	130,509	4,205	3.33%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	236,472	273,166	301,196	28,030	10.26%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
P.A.C. Supervisor	1.00	1.00	1.00	0.00	0.00%
<u>Part-time Positions:</u>					
Maintenance Worker (2)	1.00	1.00	1.00	0.00	0.00%
Recreation Leader (1)	0.50	0.50	0.50	0.00	0.00%
Box Office Attendant (2)	1.00	1.00	1.00	0.00	0.00%
Total	3.50	3.50	3.50	0.00	0.00%

PERFORMING ARTS CENTER

GOALS:

- Achieve a 90% or better satisfaction rating from show producers, classes and instructors.
- Seek business partnerships to generate grants/donations.
- Achieve 80% or better of return contracts/rentals.
- Maintain total visits at over 40,000 for shows.
- Produce a 12-day children's summer theatre/production camp through partnership with local theatre/children's arts group.
- Produce a nine-day summer dance camp through local partnerships.
- Increase rental/facility revenue by partnering with local producer to bring in national performers.
- Work with internal show groups to improve ticket sales.
- Seek alternative revenue by increasing daily event rentals for studios/dance rooms.
- Increase day-to-day volunteerism with internal show groups.
- Increase online ticket sales by two percent over last year through public awareness campaign.
- Host internal show group leadership quarterly meetings.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Actual FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
Rentals	717	519	222	(297)	-57.23%
Shows/Rentals Attendance	17,220	10,770	7,139	(3,631)	-33.71%
New Contracts	4	1	2	1	100.00%
Not for Profit Shows	13	13	5	(8)	-61.54%
For Profit Shows	20	20	5	(15)	-75.00%
Efficiency/Effectiveness:					
Returning Contracts	15	14	9	(5)	-35.71%
Customer Satisfaction %	95%	95%	95%	0%	0.00%

COVID

CONSTRUCTION

PERFORMING ARTS CENTER

ACCOMPLISHMENTS:

- The Performing Arts Center hosted the Leisure Services drive-through Veteran's Day Luncheon event.
- The Performing Arts Center hosted the Leisure Services Hometown Heroes drive-through event.
- The Performing Arts Center hosted the Ormond Beach Chamber Personal Protection Equipment giveaway drive-through event.
- The Performing Arts Center hosted the City's Thank You First Responders yard sign pass-out drive-through event.
- The Performing Arts Supervisor met with the Friends of the PAC on the Renovation Project for the Performing Arts Center building.
- Performing Arts Center staff participated in the Leisure Services drive-through Halloween Highway event at the Sports Complex.
- The Performing Arts Center hosted the Florida Department of Health's drive-through COVID-19 testing site.
- The Performing Arts Center hosted an in-person and virtual Florida Department of Transportation Public Informational meeting on the A-1-A Streetscape Improvement Project.
- The Performing Arts Center hosted Ormond Beach Police training exercises.
- The Performing Arts Center hosted the Children's Musical Theater Workshop Summer Camp Program, their production of "Suessical, The Musical", Disney's "Frozen, Jr.", as well as their dance classes throughout the year.
- The Performing Arts Center hosted a variety of musical, theatrical, competitions, recitals and pageants including: Get Ready! The Motown Experience, My Tribute to John Denver by Carl Bennett, British Invasion Tribute, National Gym Association East Coast Classic Body Building Competition, Sam Cooke and Jake Wilson Tribute, John Ford Coley, The World Famous Glenn Miller Orchestra, Orlando Transit Authority Tribute to Chicago, The Rat Pack – Together Again, NY Rockabilly Rockets, Brian Hoffman's Tribute to Red Skelton, Ernie Haase and Signature Sound, Minute by Minute Doobie Brothers Tribute, The Coasters, Drifters Temptations Motown Salute, Las Vegas Master Impersonators The Edwards Twins, Kinetic Expressions Dance Academy's Production of Alice in Wonderland, Special Populations Division Shining STARS Pageant, Sinatra, The Musical Tribute, Divas of Jazz, Alborea Dances production of Phantom, A Flamenco Story, Beach Buoys Tribute to The Beach Boys, U.S. Stones Rolling Stones Tribute, Majesty of Rock Journey-Styx Tribute, Daytona Beach Concert Band, and Ms. Debby's Dancing and Acting recital.

SENIOR CENTER

The Senior Center program coordinates the activities of a multi-purpose center that includes programs for persons over 55 years of age in the following areas:

- Health
- Arts
- Languages
- Nutrition
- Theater
- Personal finance
- Technology
- Music

The Center also offers classes and activities for physically and mentally challenged citizens and those with other special needs.

In addition, the Center hosts the Ormond Senior Games and maintains the Mainland Council on Aging Senior Congregate Dining and Meals on Wheels programs.

SENIOR CENTER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Senior Center	749	5,000	5,000	-	0.00%
General Fund	69,766	92,399	94,637	2,238	2.42%
Total	70,515	97,399	99,637	2,238	2.30%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	2,902	13,985	15,676	1,691	12.09%
Operating	67,613	83,414	83,961	547	0.66%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	70,515	97,399	99,637	2,238	2.30%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Part-time Positions:					
Maintenance Worker (1)	0.50	0.50	0.50	0.00	0.00%
Total	0.50	0.50	0.50	0.00	0.00%

SENIOR CENTER

GOALS:

- Monitor the management agreement with Council on Aging to ensure terms of the contract are met.
- Expand evening and weekend rentals to increase revenue wherever possible.

ACCOMPLISHMENTS:

- Continued the Council on Aging Lease Agreement for Operation and Meals on Wheels Congregate Dining.
- The Senior Center was the host site for Monoclonal Antibody Treatment Clinic for COVID-19 patients.
- The Senior Center hosted Granada Squares Dances.
- The Senior Center hosted City staff meetings and Advisory Board meetings.

COMMUNITY EVENTS

Community Events coordinates and produces community and City-sponsored holiday and cultural events such as the Fireworks on the Halifax & Independence Day Celebration, Santa Land, Holiday Parade, Art in the Park and the Birthplace of Speed Celebration. This division also coordinates various celebrations, dedications, remembrances, groundbreakings, historical celebrations and various other official City events. Assistance is also provided to other City departments, boards and committees, outside agencies and community service clubs with the presentation of their event schedules.

COMMUNITY EVENTS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Sponsorship	-	1,000	500	(500)	-50.00%
General Fund	177,494	205,649	251,534	45,885	22.31%
Total	177,494	206,649	252,034	45,385	21.96%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	76,595	94,509	117,287	22,778	24.10%
Operating	100,900	112,140	134,747	22,607	20.16%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	177,494	206,649	252,034	45,385	21.96%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Community Events Coordinator	1.00	1.00	1.00	0.00	0.00%
Part-time Positions:					
Community Events Leader (2)	1.00	1.00	1.00	0.00	0.00%
Total	2.00	2.00	2.00	0.00	0.00%

COMMUNITY EVENTS

GOALS:

- Continue to increase sponsorships for all annual community events.
- Continue to add new elements of health, wellness and education to the annual Mayor's Health & Fitness Challenge. Secure businesses that will provide sponsorship or be a Perks & Wellness partner during the challenge and offer additional health, wellness and educational opportunities to the challengers, to enable them to achieve their goals.
- Host three Reel in the Fun free, annual kid's fishing tournaments.
- Continue the development of the popular Art in the Park event to encompass additional components for children and event amenities.
- Assist with Memorial Day Remembrance Service event with the cooperation and support of the Memorial Committee.
- Assist with Senior Games events with the cooperation and support of the Senior Games Board.
- Assist with the September 11th Memorial Walk, hosted by the City of Ormond Police and Fire departments.
- Host the 3rd annual Halloween Highway Drive-Thru event with additional vendors and sponsors.
- Develop new partnerships for the major annual events: July 4th Independence Day Celebration, Summer Sounds Free Concert Series, Veteran's Day Celebration, Home for the Holidays Parade, Art in the Park, Memorial Day Remembrance Service and three Reel in the Fun kid's fishing tournaments.
- Assist with the organization and programming for the annual Hometown Heroes Ceremony with sponsor Halifax Health.
- Increase volunteer participation for event support.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Community Events					
Workload:					
Events Total	5	26	30	4	15.38%
Non-annual events	6	14	20	6	42.86%
Efficiency/Effectiveness:					
Customer Satisfaction % - Events	94%	94%	94%	-	0.00%

other workshops, training, walks, misc. Actual 21 Est 2022-23 - 25

COMMUNITY EVENTS

ACCOMPLISHMENTS:

- Continued with community partnerships with many non-profits and civic groups including: Kiwanis Club, Lions Club, Boy & Girl Scouts, Ormond Beach Historical Society, The Casements Guild, Ormond Main Street, Ormond Beach Chamber of Commerce, American Legion Post 267, Civil Air Patrol, Disabled American Veterans, PACE, and Seabreeze High School.
- Hosted the Arbor Day Tree Planting and partnered with EDC Coordinator to include an arts and crafts project.
- Three successful kid's fishing tournaments were planned and presented. New and return sponsors contributed prizes, fishing poles, tackle and refreshments for the participants.
- Applied for and received grant from Florida Fish and Wildlife for free fishing poles to distribute during Reel in the Fun fishing tournaments.
- City and Memorial Day Committee hosted the Memorial Day Remembrance Service.
- Produced and organized a successful Veteran's Day Celebration for local veterans and guests.
- Produced and organized a successful Hometown Heroes Celebration for 100 local banner recipients and guests.
- Staff programmed and facilitated several successful holiday events including:
 - Decorating City Hall tree with students from PACE Center
 - Holidays at The Casements Concert
 - Breakfast with Santa
 - Letters to Santa
- Successfully hosted the Independence Day Celebration on July 4th.
- Hosted three Summer Sounds Free Concerts.
- Assisted with many cross-departmental events: Earth Day, National Night Out, and Employee Appreciation Day Luncheon.
- Assisted with the monthly "Walk with the Manager" program.
- Assisted with City Commission workshops and shade meetings.
- Assisted with State of the City luncheon and presentation.
- Assisted with the VLOC Dinner.
- Assisted with Parks and Rec Master Plan meetings.
- Assisted with two OB Life Series meetings.
- Coordinated and assisted with the renaming of the Downtown Fit Loop Ribbon Cutting.
- Coordinated and assisted with the renaming of the Rick Ferritto Limitless Playground.
- Coordinated and assisted with the Rick Boehm Softball Field Grand Opening and Ribbon Cutting.
- Assisted with Senior Games events.
- Coordinated and assisted with the Riverbend Nature Park Mountain Bike Trail Ribbon Cutting.
- Planned, coordinated and presented the Mayor's Health & Fitness Challenge.
- Attended as a department liaison at the First Responders Day event hosted by Ormond Strong.
- Coordinated and assisted with the Vadner Park Ribbon Cutting.

COMMUNITY EVENTS

ACCOMPLISHMENTS:

- Coordinator served as the department liaison to the Ormond Beach Chamber's bi-monthly Economic Prosperity Meeting.
- Coordinated and assisted with the South Ormond Neighborhood Gymnasium Groundbreaking.

ENVIRONMENTAL DISCOVERY CENTER

The Environmental Discovery Center's mission is to foster an awareness and appreciation of the natural environment by providing stimulating environmental education programs that inspire participants to be active stewards of their surrounding natural resources.

The City of Ormond Beach's Environmental Discovery Center (EDC) provides visitors with a glimpse into the diverse ecosystems of Ormond Beach, specifically Central Park. This 2,000 square foot facility is designed to be self-guided. The building serves as a hub for the programming and special events that will immerse visitors in these ecosystems and provide hands-on education.

ENVIRONMENTAL DISCOVERY CENTER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	138,011	155,789	176,349	20,560	13.20%
Total	138,011	155,789	176,349	20,560	13.20%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	79,838	89,351	103,561	14,210	15.90%
Operating	58,173	66,438	72,788	6,350	9.56%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	138,011	155,789	176,349	20,560	13.20%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Recreation Center Coordinator	1.00	1.00	1.00	0.00	0.00%
Part-time Positions:					
Rec Leader (2)	1.00	1.00	1.00	0.00	0.00%
Seasonal Positions:					
Summer Counselors	0.00	0.00	0.00	0.00	0.00%
Total	2.00	2.00	2.00	0.00	0.00%

ENVIRONMENTAL DISCOVERY CENTER

GOALS:

- Increase overall attendance numbers (walk-ins, program participants, events, etc.) five percent each quarter.
- Create adult weekday programs (ex. craft group, guided nature walks, exercise classes).
- Increase number of school field trips by five percent each quarter.
- Continue to market field trips to teachers, scout leaders, homeschool parents.
- Develop preschool field trip curriculum and market to daycares, preschools, etc.
- Host two community events per year.
- Continue to update current exhibits and display items seasonally.
- Continue to increase volunteer force by five percent each quarter.
- Organize EDC volunteer educational events and workshops.
- Expand social media presence by posting regularly (two times per week) to increase followers and interest in the EDC.
- Increase and expand partnerships between EDC and other environmental agencies (ex. Volusia County UF/IFAS, Halifax Audubon, Volusia County Environmental Management, Florida Native Plant Society).
- Increase and expand partnerships between EDC and local civic clubs, garden clubs, adult retirement communities and organizations.
- Increase and expand partnerships between EDC and environmental degree programs at local colleges and universities.
- Attend outreach events to promote the EDC as they become scheduled (ex. Lagoonacy, Lyonia Wildlife Festival, Tomoka Fest, etc.).
- Improve the registration process for the Community Gardens and Enviro Camp by migrating the sign-ups to the new TPAR digital application.
- Host citywide Earth Day Celebration event to include tree distribution and educational sessions/booths

ACCOMPLISHMENTS:

- Presented programs for K-5 grades (“Elementary Explorers”) and ages 3-5 (“Little Learners”)
- Presented kids’ monthly craft programs.
- Presented monthly adult/family nature programs including programs on honey bees, bats, right whales and manatees.
- Continued partnership with Volusia County ECHO Rangers Program by presenting semi-annual ranger programs.
- Held field trips for public, private and homeschool groups.
- Conducted EDC tours for children’s afterschool and adult community groups.
- Partnered with Halifax Audubon to provide multiple fall and spring guided bird walks in Central Park.
- Distributed nature-themed giveaway items at the Leisure Services Halloween Highway event.
- Decorated an EDC holiday tree for The Casements holiday tree display.
- Held Community Gardens volunteer board meetings on a bimonthly basis.

ENVIRONMENTAL DISCOVERY CENTER

ACCOMPLISHMENTS:

- Provided a tree-related craft for the Arbor Day event at Ormond Beach Elementary School in January 2022.
- Presented an invasive species program to the Ponce Inlet Historical Museum.
- Promoted the EDC at a recreation day event at St. James Episcopal Church.
- Partnered with Halifax River Audubon to present the annual Great Backyard Bird Count in February 2022.
- Continued updating of the filter systems for fish, turtle and aquaponics tanks.
- Expanded the plantings in the EDC Wildflower Demonstration Garden.
- Expanded the plantings the EDC Butterfly Garden.
- Expanded our partnership with the Florida Women's Art Association to display original, nature themed art on a regular basis.
- Expanded our partnerships with the UF/IFAS Extension (Master Gardener Program), Florida Fish & Wildlife and Florida Wildflower Foundation.

Community Gardens Accomplishments:

- Assigned all empty (abandoned or relinquished) garden spaces before new planting season.
- Collaborated with Master Gardeners to hold semi-annual educational events for community gardeners.
- Both community gardens expanded the Garden To Give initiative to donate produce to a local Food Bank.

NOVA COMMUNITY CENTER

The Nova Community Center is a totally air-conditioned facility, which includes:

- Gymnasium
- family game room
- fitness room
- restrooms
- classroom
- multi-purpose activity room

There are ongoing classes and activities for both children and adults throughout the year.

Outdoor facilities located at the Nova Community Park include:

- Basketball court
- Tennis & racquetball courts
- Jogging trail
- Skateboard court
- Playground
- Baseball fields
- Wide sidewalks

NOVA COMMUNITY CENTER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Fees	11,926	10,500	13,500	3,000	28.57%
General Fund	276,986	310,910	337,257	26,347	8.47%
Total	288,912	321,410	350,757	29,347	9.13%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	177,146	204,905	229,096	24,191	11.81%
Operating	111,766	116,505	121,661	5,156	4.43%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	288,912	321,410	350,757	29,347	9.13%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Recreation Center Coordinator	1.00	1.00	1.00	0.00	0.00%
Seasonal Positions:					
Summer Counselors	0.00	0.00	0.00	0.00	0.00%
Part-time Positions:					
Recreation Leaders (4)	2.00	2.00	2.00	0.00	0.00%
Therapeutic Aide (1)	0.58	0.50	0.50	0.00	0.00%
Total	3.58	3.50	3.50	0.00	0.00%

NOVA COMMUNITY CENTER

GOALS:

NOVA COMMUNITY CENTER:

- Increase social media presence through Facebook and Instagram to promote the Nova Community Center and activities
- Continue harmonious relationship with Tennis Shack lessee
- Continue to manage Skate Park contractor to ensure safe operation of Nova Community Skate Park
- Continue to increase building rentals
- Increase usage of the game room and workout room.
- Continue to offer free summer basketball league to youth
- Continue partnership with Volusia County Human Services Summer Food Program

SPECIAL POPULATIONS:

- Maintain existing programs and events for special populations while increasing participant numbers by using improved flyers, gaining community contacts through health fairs and community days and increased social media presence.
- Continue to offer Social Squad for those special needs participants who need more individualized care adding more opportunities to learn job skills and community service
- Offer a safe and rewarding summer camp experience with Camp T-Rec in partnership with Port Orange
- Hold 5K Wanderers in different parks to introduce participants to more of the City
- Offer one hybrid program to offer both in person and virtual opportunities

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
Total Visits (inside only) Attendance	21,986	36,165	40,000	3,835	10.60%
Special Populations					
Workload:					
Special Needs Division Programs/Events	27	35	40	5	14.29%
Special Needs Division Community Partners	-	-	3	3	100.00%
Efficiency/Effectiveness:					
Customer Satisfaction %	95%	95%	95%	-	0.00%

NOVA COMMUNITY CENTER

ACCOMPLISHMENTS:

NOVA COMMUNITY CENTER:

- Continued pickleball lessons to teach the game to new players
- Continued to offer Open Play pickleball and maintained attendance after Pictona opened
- Continued to offer Open Play basketball/weight room during time available
- Continued rental programming with Jazzercise being offered six days a week and Dance and Acting classes three days a week
- Offered Tennis Shack monthly rentals
- Offered free meals for children ages 18 and under throughout the summer through the Volusia County Summer Food Program
- Hosted a successful youth basketball league after a pause in the program due to Covid

Special Populations:

- Offer a safe and rewarding Camp-T-Rec experience following strict CDC guidelines for participants and staff
- Attended FRPA Annual Conference and Therapeutic Recreation Institute
- Transitioned Virtual Lunch Bunch to in person Social Squad with an increase in participants
- Offered four new programs a week for individuals with special needs with an increase in participants
- Hosted monthly parties to offer a safe place for spec pops to socialize with their peers.
- Offered one hybrid program to offer both in person and virtual opportunities

SOUTH ORMOND NEIGHBORHOOD CENTER

The South Ormond Neighborhood Center is an air-conditioned facility with an indoor gymnasium, weight and game room, full service kitchen, concession stand, small theatrical stage for special events, multipurpose room, and computer and learning center.

Recreational programs include:

- Arts and crafts
- Ceramics
- Dances
- Tutoring classes
- Teen programs
- Progressive young men's club
- Boys & Girls club
- Young ladies club
- Chess club
- Sports
- Occasional field trips

SOUTH ORMOND NEIGHBORHOOD CENTER

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Fees	9,547	700	12,500	11,800	1685.71%
General Fund	246,331	278,269	356,818	78,549	28.23%
Total	255,878	278,969	369,318	90,349	32.39%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	163,087	182,450	244,423	61,973	33.97%
Operating	92,791	96,519	124,895	28,376	29.40%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	255,878	278,969	369,318	90,349	32.39%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Recreation Center Coordinator	1.00	1.00	1.00	0.00	0.00%
Recreation Leader	0.00	0.00	1.00	1.00	100.00%
<u>Seasonal Positions:</u>					
Summer Counselors	0.00	0.00	0.00	0.00	0.00%
<u>Part-time Positions:</u>					
Recreation Leaders (3)	1.50	1.50	1.50	0.00	0.00%
Total	2.50	2.50	3.50	1.00	40.00%

SOUTH ORMOND NEIGHBORHOOD CENTER

GOALS:

- Continue to keep the South Ormond Neighborhood Center a safe and healthy environment for all users
- Further expand the South Ormond Sports Club programs to include elementary school children (3rd thru 5th graders)
- Continue to offer mentoring/life skills teaching programming with the desired outcome of having at least 100 children involved in “education through recreation” and positive behavior type activities
- Partner with Ormond Beach YMCA to expand programming opportunities and water safety instruction
- Continue to promote lifetime health activities as well as prevention and/or elimination of obesity
- Continue to promote diversity and fellowship through varied youth programming
- Hold at least two neighborhood festivals and intergenerational events
- Add one more event involving nutritional education to promote the healthy lifestyle movement (similar to our “lunch and learn” programs)
- Continue to develop a summer youth basketball programs/league as part of a new crime prevention movement (Halifax Youth Basketball Association)
- Continue to offer a safe, fun and memorable summer camp
- Continue NYSCA educational opportunities
- Continue partnership with Volusia County Human Services Summer Food Program

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
Total Visits/Attendance	60,000	75,000	124,500	49,500	66.00%
Efficiency/Effectiveness:					
Customer Satisfaction %	90%	90%	90%	-	-

ACCOMPLISHMENTS:

- Revision of programming and tutoring in SONC Computer & Learning Center through partnership with Ormond Beach PAL during COVID-19 pandemic
- Continued the partnership with the Ormond Beach PAL in providing Arts & Crafts Programs and additional funding to promote health and positive lifestyle programs
- Continued to partner with the Ormond Beach YMCA to provide opportunities for underprivileged children at the YMCA and to aid in cross utilization of facilities
- Continued to connect with NYSCA to provide educational opportunities to staff and coaches
- Continue provided support to local families in need during the holidays
- Strengthened community relations by getting out in the neighborhood visiting families

SOUTH ORMOND NEIGHBORHOOD CENTER

ACCOMPLISHMENTS:

- and seniors
 - Continue to revise and run safe and successful summer camp program to meet CDC guidelines during COVID-19 pandemic
 - Continued to provide meals to kids during summer months through Volusia County Human Services (Summer Food Program)
 - Monitored the grounds and facility during the COVID-19 crisis to ensure the safety of the residents and the security of the building
 - Help to promote the new gym idea to the community
 - Added the new outdoor fitness area to the Center complex
- Partnered with Holub Construction to promote sponsorship for new outdoor basketball court area

ATHLETIC FIELDS MAINTENANCE/CITY SPONSORED SPORTS

Athletic Fields Maintenance is responsible for turf maintenance and related athletic field repairs at the Nova Community Park, Ormond Beach Sports Complex and the South Ormond Neighborhood Center. Additional responsibilities include general maintenance and clean-up of various hard courts and playgrounds. Current maintenance responsibilities include the following:

- | | |
|----------------------------------|---------------------------|
| ➤ 9 playgrounds | ➤ 10 tennis courts |
| ➤ 4 major league baseball fields | ➤ 3-1/2 basketball courts |
| ➤ 9 softball fields | ➤ 4 football fields |
| ➤ 11 youth baseball fields | ➤ Skateboard park |
| ➤ 8 soccer fields | ➤ Shuffleboard courts |
| ➤ 8 handball/racquetball courts | |

City-Sponsored Sports coordinates and schedules an array of activities for City sponsored sports, parent run sports, local high schools, colleges, and outside rentals. Games and practices take place at Ormond Beach Sports Complex, Nova Community Park, Nova Community Center and South Ormond Neighborhood Center Gymnasiums.

Youth sports programs include flag football, cheerleading, volleyball, a basketball training league, girls' basketball leagues, softball sports camps, and golf clinics.

Adult sports consist of men and women's softball, coed softball, church leagues, senior softball, coed volleyball, men's basketball and various softball tournaments.

Parent Run Sports-The City acts as the facilitator by providing topnotch athletic facilities for children to play baseball, softball, basketball, and soccer. In addition to providing facilities, the Athletic Supervisor schedules all games, practices, and offers NYSCA Coaching clinics for all sports.

Outside user groups also use City facilities such as Seabreeze High School, Father Lopez High School, ERAU, BCC, and local churches. The Athletic Supervisor assists groups renting fields for tournaments.

ATHLETIC FIELDS MAINTENANCE/CITY SPONSORED SPORTS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Fees	49,508	48,000	81,000	33,000	68.75%
General Fund	1,286,631	1,416,924	1,505,785	88,861	6.27%
Total	1,336,139	1,464,924	1,586,785	121,861	8.32%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	382,670	367,473	436,439	68,966	18.77%
Operating	953,469	1,097,451	1,150,346	52,895	4.82%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,336,139	1,464,924	1,586,785	121,861	8.32%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Athletic Field Maint Supervisor	1.00	1.00	1.00	0.00	0.00%
Contract Manager - Grounds	0.00	0.00	0.00	0.00	0.00%
Maintenance Worker IV	0.00	0.00	0.00	0.00	0.00%
Maintenance Worker III	0.00	0.00	0.00	0.00	0.00%
Maintenance Worker II	3.00	3.00	3.00	0.00	0.00%
Part-time Positions:					
Maintenance Worker II (4)	2.00	2.00	2.00	0.00	0.00%
Athletic Coordinator (3)	1.50	1.50	1.50	0.00	0.00%
Total	7.50	7.50	7.50	0.00	0.00%

ATHLETIC FIELDS MAINTENANCE/CITY SPONSORED SPORTS

ATHLETIC FIELD MAINTENANCE:

GOALS:

- Achieve a customer satisfaction rating of “satisfactory or better” from 90% of surveyed participants regarding facility maintenance
- With new laser grader, laser grade all fields on an “as needed” basis at Nova Community Park Fields, South Ormond Field, Osceola Field and Ormond Beach Sports Complex
- Work with Public Works on mutual projects
- Track true costs to City for tournaments
- Increase use of volunteers
- Work with the sports associations in an effort to better manage practices and games to reduce wear on athletics fields
- Continue to develop preventive maintenance program by partnering with Fleet to train ballfield maintenance employees to perform a daily maintenance program with each machine
- Improve playing surfaces and pitching mounds at all baseball fields
- Continue a successful partnership with Yellowstone
- Add crimson stone to fence lines, warning tracks, front of dugouts, behind backstops and at Shuffleboard to assist with appearance, drainage and weed control

ACCOMPLISHMENTS:

- Increased the number of hours dedicated to the maintenance of South Ormond Neighborhood Center and Osceola Elementary.
- Hosted the Harry Wendelstedt Umpire School for 5 weeks
- Hosted more than (35) tournament days on the weekends
- Maintain shuffleboard courts at Sports Complex
- Added clay and turface to infields at Nova Community Park
- Leveled Nova Fields by cutting out “lips” to insure safe play
- Added clay and turface to baselines at Wendelstedt Fields
- Cut out all baselines to six feet
- Replaced carpet and hitting mats in Nova cages 1 and 4
- Edging of all infields at Nova, Sports Complex, SONC and Osceola
- Set up soccer fields at SONC for YMCA Leagues
- During COVID-19 closures, supervisor was in contact with all Athletic Associations and other field users to update of them of any changes.
- Replaced numerous batting cage and soccer goals/nets

ATHLETIC FIELDS MAINTENANCE/CITY SPONSORED SPORTS

CITY SPONSORED SPORTS:

GOALS:

- Revamp participant and coaches' surveys
- Increase player participation
- Achieve a customer service rating of higher than 90%
- Hold summer youth sports camps for children
- Hold yearly officiating clinics to focus on handling of coaches/parents, as well as on-field play
- Promote lifetime healthy activities as well as prevention and/or elimination of obesity
- Schedule Athletic Field Maintenance Department to ensure seamless preparation for daily activities
- Work hand-in-hand with the Associations (baseball/softball, soccer, basketball and football) for better utilization of fields/gyms through scheduling
- Strive to decrease light costs at the Sports and Nova complexes.
- Use volunteers for varied tasks and responsibilities.
- Serve as City liaison to the Convention and Visitors Bureau Sports Committee
- Increase rentals through partnership with Convention and Visitors Bureau Sports Committee and Central Florida Sports Commission.

ACCOMPLISHMENTS:

- Continued the reduction of electricity for utilizing overhead field lights at the Ormond Beach Sports Complex and the Nova Community Complex
- Increased outside rentals with additional adult and youth sports tournaments
- Increased high school athletic rentals
- Added PGYF, USSSA, ISA, and Athletx Sports Group tournaments for additional rentals
- Hosted successful youth flag football fall season
- Scheduled all flag football, OBYBSA softball and baseball games
- Re-elected as member of Convention and Visitors Bureau Sports Community
- Successfully managed the Athletic Field Maintenance division and City Sponsored Sports division
- Increased rentals by bringing in Additional Youth Baseball tournaments and River Bend Soccer to Sports Complexes
- Hosted Adult Coed Softball in fall and spring
- Hosted High School Districts for baseball, softball, and flag football
- Participated in Leisure Services Halloween Highway event at Sports Complex
- Hosted successful City Volleyball Program

CONTRIBUTIONS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	89,607	203,710	635,894	432,184	212.16%
Total	89,607	203,710	635,894	432,184	212.16%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	89,607	91,528	91,528	-	0.00%
Contingency	-	112,182	544,366	432,184	0.00%
Total	89,607	203,710	635,894	432,184	212.16%

TRANSFERS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
General Fund	1,858,096	2,861,337	2,246,345	(614,992)	-21.49%
Total	1,858,096	2,861,337	2,246,345	(614,992)	-21.49%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Transfers	1,858,096	2,861,337	2,246,345	(614,992)	-21.49%
Total	1,858,096	2,861,337	2,246,345	(614,992)	-21.49%

*SPECIAL REVENUE, DEBT SERVICE AND CAPITAL
PROJECT FUNDS
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DOWNTOWN REDEVELOPMENT TRUST FUND

Used to account for tax increment proceeds received by the City within a specific district authorized by state statute.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Intergovernmental	878,096	718,686	911,308	192,622	26.80%
Miscellaneous	353	1,500	500	(1,000)	-66.67%
Transfers	507,492	524,246	525,545	1,299	0.25%
Use of Fund Balance	-	885,169	-	(885,169)	-100.00%
Total	1,385,941	2,129,601	1,437,353	(692,248)	-32.51%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	322,923	459,601	269,511	(190,090)	-41.36%
Capital	256,288	1,570,000	130,000	(1,440,000)	-91.72%
Contributions and Transfers	50,000	100,000	200,000	100,000	100.00%
Contingency	-	-	837,842	837,842	0.00%
Total	629,211	2,129,601	1,437,353	(692,248)	-32.51%

ORMOND CROSSINGS TRUST FUND

Used to account for tax increment proceeds received by the City within a specific district authorized by state statute.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Intergovernmental	140,713	128,224	173,240	45,016	35.11%
Miscellaneous	71	-	-	-	0.00%
Transfers	104,393	127,237	122,931	(4,306)	-3.38%
Use of Fund Balance	-	-	-	-	0.00%
Total	245,176	255,461	296,171	40,710	15.94%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	255,461	296,171	40,710	15.94%
Total	-	255,461	296,171	40,710	15.94%

STORMWATER DRAINAGE UTILITY FUND

Stormwater Maintenance is responsible for maintaining the drainage systems along City-maintained roads in an effort to reduce flooding and impacts to water quality of receiving streams associated with stormwater runoff. The program responds to public concerns and needs by investigating and resolving complaints of localized flooding. Routine inspections of facilities are scheduled to ensure that all swales, ditches, drains, creeks, rivers, water retention areas and drainage structures are functioning as intended.

In accordance with a formal agreement with FDOT, the City also maintains drainage ways along US 1, SR 40, A1A and Nova Road.

Maintenance operations are supported through a monthly stormwater utility fee of \$8.00 per “equivalent residential unit” which is charged to all residential and commercial units within the City limits of Ormond Beach. The balance of all revenue generated by the fee that is not applied to maintenance operations is dedicated to the ten-year stormwater improvements program approved in FY 96-97.

STORMWATER DRAINAGE UTILITY FUND

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Intergovernmental	22,642	-	-	-	0.00%
Charges for Service	2,538,289	2,525,000	2,525,000	-	0.00%
Miscellaneous	944	6,000	500	(5,500)	-91.67%
Transfers	-	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	2,561,874	2,531,000	2,525,500	(5,500)	-0.22%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	623,330	590,104	691,803	101,699	17.23%
Operating	485,101	560,362	741,555	181,193	32.33%
Capital	1,225,451	854,100	850,000	(4,100)	-0.48%
Contributions and Transfers	212,088	197,307	221,640	24,333	12.33%
Contingency	-	329,127	20,502	(308,625)	-93.77%
Total	2,545,970	2,531,000	2,525,500	(5,500)	-0.22%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
<u>Full-time Positions:</u>					
Office Manager	1.00	1.00	1.00	0.00	0.00%
System Mnt. Supervisor	1.00	1.00	1.00	0.00	0.00%
Maintenance Worker IV	3.00	3.00	3.00	0.00	0.00%
Maintenance Worker III	1.00	1.00	1.00	0.00	0.00%
Maintenance Foreman	1.00	1.00	1.00	0.00	0.00%
Maintenance Worker II	3.00	3.00	3.00	0.00	0.00%
Total	10.00	10.00	10.00	0.00	0.00%

STORMWATER DRAINAGE UTILITY FUND

GOALS:

- Receive less than twelve (12) maintenance-related complaints annually.
- Perform 35,000 catch basin inspections annually.
- Perform 225 outfall inspections annually.
- Maintain 4 million square feet (sf.) of ditches within the City and 1.5 million sf. in the FDOT contract area.
- Clean a minimum of 55,000 linear feet of storm sewer annually.
- Sweep 5,029 curb miles
- Divert 2,125+ cubic yards of debris from the storm drain line system.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Actual FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
Linear Ft. of lines cleaned (City)	52,958	75,761	70,000	(5,761)	-7.60%
Sq footage of ditch maintenance (City)	6,350,983	2,866,821	7,250,000	4,383,179	152.89%
Sq footage of ditch maintenance (FDOT)	4,937,580	1,032,879	5,500,000	4,467,121	432.49%
Pump station inspections	175	209	200	(9)	-4.31%
Outfall inspections	104	84	225	141	167.86%
Catch basin inspections	27,180	35,416	35,000	(416)	-1.17%
Miles of street sweeping	5,029	5,150	5,029	(121)	-2.35%
Efficiency/Effectiveness:					
Diverted Debris Cubic Yards	2,115	2,263	2,125	(138)	-6.10%
Maintenance Related Downtime Days	21	9	12	3	33.33%

Linear Ft. of Line cleaned (City)

ACCOMPLISHMENTS:

- Received 9 maintenance related complaints annually
- Received 44 maintenance related compliments annually
- Performed more than 35,416 catch basin inspections.
- Performed 84 outfall inspections
- Maintained more than 2,866,821 sq. ft. of ditches within the City of Ormond Beach
- Maintained more than 1,032,879 sq. ft. of ditches within the FDOT MOA
- Completed 5,079 curb miles of street sweeping
- Diverted 2,265 cubic yards of debris from the storm drain line system

MUNICIPAL AIRPORT FUND

The Municipal Airport is located on 1,164 acres of land that was granted to the City in 1959 by the Federal Government. The Airport facility includes two (2) active runways and six (6) taxiways that are fully lighted. Aviation management and other flight support services are provided through private operations including two (2) full service Fixed Based Operators, an automated weather observation system and ten (10) specialty FBOs that include an aircraft paint shop, maintenance facilities, aircraft sales and flight instructors. In addition, there are two (2) non-precision instrument approaches and an FAA Vortac facility.

There are approximately 140 aircraft based at the airport including three (3) flight schools that are based at the airport and two (2) other flight schools that use the airport extensively for training.

MUNICIPAL AIRPORT FUND

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Intergovernmental	218,813	2,335,159	-	(2,335,159)	-100.00%
Miscellaneous	150,415	192,000	112,000	(80,000)	-41.67%
Transfers	66,390	66,390	77,573	11,183	16.84%
Use of Fund Balance	-	63,691	99,425	35,734	56.11%
Total	435,618	2,657,240	288,998	(2,368,242)	-89.12%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	130,261	116,445	122,618	6,173	5.30%
Operating	175,327	142,580	149,651	7,071	4.96%
Capital	296,026	2,382,816	-	(2,382,816)	-100.00%
Contributions and Transfers	14,624	15,399	16,729	1,330	8.64%
Contingency	-	-	-	-	0.00%
Total	616,239	2,657,240	288,998	(2,368,242)	-89.12%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Airport Manager	1.00	1.00	1.00	0.00	0.00%
Total	1.00	1.00	1.00	0.00	0.00%

MUNICIPAL AIRPORT FUND

GOALS:

- Complete the construction of the extension of Signal Avenue and East Tower Circle from the Airport Business Park into the Southwest Quadrant of the airport.
- Complete the construction of the connecting perimeter access road within the Southwest Quadrant of the airport between the new Signal Avenue and East Tower Circle access points.
- Complete the construction of the extension of Runway 9/27 and Taxiway Alpha to the west.
- Complete the rehabilitation and realignment of Taxiway Delta and the rehabilitation of Taxiway Bravo.
- Complete the construction of a new Automated Weather Observing System (AWOS) for the airport.
- Complete a land use study to assess appropriate aeronautical and non-aeronautical uses for the former golf course leasehold area on the airport.
- Commence design of new perimeter fencing and airport access systems, to include additional lighting and surveillance technology.
- Complete the construction of new directory signage at the airport.
- Assist with the development of new hangar and FBO facilities on the airport.
- Assist companies with plans to relocate their businesses to the airport.
- Market and lease available aeronautical and non-aeronautical use properties at the airport.
- Secure all FDOT and FAA grants necessary to complete airport capital improvement projects.

ACCOMPLISHMENTS:

- Completed the design phase of the project to rehabilitate and realign Taxiway Delta and rehabilitate Taxiway Bravo.
- Completed the design of the extension of Signal Avenue and East Tower Circle from the Airport Business Park into the Southwest Quadrant of the airport.
- Completed the design of the connecting perimeter access road within the Southwest Quadrant of the airport between the new Signal Avenue and East Tower Circle access points.
- Completed the design phase of the project to construct a new Automated Weather Observing System (AWOS) for the airport.
- Secured \$514,073 in state grant funds for design and construction of the airport access roads project, which will provide ground vehicle access to the Southwest Quadrant of the airport from the Airport Business Park and facilitate development in the Southwest Quadrant that will create jobs and produce additional revenue for the airport.
- Secured \$2,532,084 in federal and state grant funds for the construction phase of the projects to rehabilitate Taxiways Bravo and Delta.
- Secured \$69,000 under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), \$57,162 under the Airport Coronavirus Response Grant Program (ACRGP) and \$59,000 under the American Rescue Plan Act (ARPA) for the airport.

LOCAL LAW ENFORCEMENT TRUST FUND

This fund accounts for proceeds generated by confiscation activities of the Police Department. Expenditures are restricted for law enforcement purposes only.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Fines and Forfeits	13,522	-	-	-	0.00%
Miscellaneous	13	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	100.00%
Total	13,535	-	-	-	100.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	65,800	-	(65,800)	100.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	-	65,800	-	(65,800)	100.00%

ECONOMIC DEVELOPMENT FUND

This fund accounts for the City's proceeds of land sales and development costs associated with the City's airport business park.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Intergovernmental	-	-	400,000	400,000	100.00%
Miscellaneous	62	-	-	-	0.00%
Use of Fund Balance	-	-	412,000	412,000	100.00%
Transfers	-	-	300,000	300,000	100.00%
Total	62	-	1,112,000	1,112,000	100.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	45,059	-	1,112,000	1,112,000	100.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	45,059	-	1,112,000	1,112,000	100.00%

FEDERAL LAW ENFORCEMENT TRUST FUND

Used to account for proceeds generated by confiscation activities of the Police Department. Expenditures are restricted for law enforcement purposes only.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Fines and Forfeits	-	-	-	-	0.00%
Miscellaneous	5	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	5	-	-	-	0.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	-	-	-	-	0.00%

PENSION CONTRIBUTION PASS THROUGH

Used to account for State contributions to the Police and Fire pension funds.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Intergovernmental	761,537	800,000	800,000	-	0.00%
Total	761,537	800,000	800,000	-	0.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	761,537	800,000	800,000	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	761,537	800,000	800,000	-	0.00%

RECREATIONAL FACILITY FEE FUND

This fund accounts for impact fees assessed against users of recreation and cultural facilities within the City. Use of these funds is limited to expansion of those facilities.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Miscellaneous (Impact Fees)	23,017	41,600	50,275	8,675	20.85%
Use of Fund Balance	-	-	-	-	0.00%
Total	23,017	41,600	50,275	8,675	20.85%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	10,697	12,454	38,931	26,477	212.60%
Capital	-	10,000	-	(10,000)	100.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	19,146	11,344	(7,802)	-40.75%
Total	10,697	41,600	50,275	8,675	20.85%

GRANT FUND

This fund accounts for proceeds of federal and state financial assistance and related capital expenditures.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Intergovernmental	164,695	-	-	-	0.00%
Miscellaneous	8,054	-	-	-	0.00%
Transfers	264,800	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	437,549	-	-	-	0.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	18,695	-	-	-	0.00%
Capital	386,066	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	404,761	-	-	-	0.00%

FINANCING DEBT SERVICE FUND

This fund records principal and interest payments on various capital lease and notes payable obligations. Revenue sources include interest on investments and transfers from the General Fund.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Miscellaneous	-	-	-	-	0.00%
Transfers	706,111	730,798	648,000	(82,798)	-11.33%
Use of Fund Balance	-	-	3,688	3,688	0.00%
Total	706,111	730,798	651,688	(79,110)	-10.83%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	752,004	725,123	641,688	(83,435)	-11.51%
Contingency	-	5,675	10,000	4,325	76.21%
Total	752,004	730,798	651,688	(79,110)	-10.83%

2002 GENERAL OBLIGATION DEBT SERVICE FUND

This fund records principal and interest payments on Series 2002 General Obligation Bonds. Revenues include ad valorem property taxes and interest on investments.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Property Taxes	457	-	-	-	0.00%
Miscellaneous	-	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	457	-	-	-	0.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	-	-	-	-	0.00%

2003 GENERAL OBLIGATION DEBT SERVICE FUND

This fund records principal and interest payments on Series 2003 General Obligation Bonds. The proceeds of this debt issue were utilized to construction Fire Station #92. Revenues include ad valorem property taxes and interest on investments.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Property Taxes	117,179	114,934	22,020	(92,914)	-80.84%
Miscellaneous	-	-	-	-	0.00%
Transfer	-	-	-	-	0.00%
Use of Fund Balance	-	-	96,654	96,654	0.00%
Total	117,179	114,934	118,674	3,740	3.25%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	113,658	113,000	113,674	674	0.60%
Contingency	-	1,934	5,000	3,066	158.53%
Total	113,658	114,934	118,674	3,740	3.25%

2004 REVENUE BOND

This fund records principal and interest payments on Series 2004 Revenue Bonds. The proceeds of this bond issue were used to construct Fire Station #91.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Transfers	156,000	157,000	157,000	-	0.00%
Use of Fund Balance	-	-	5,202	5,202	0.00%
Total	156,000	157,000	162,202	5,202	3.31%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	156,568	157,000	157,202	202	0.13%
Contingency	-	-	5,000	5,000	0.00%
Total	156,568	157,000	162,202	5,202	3.31%

2010 GENERAL OBLIGATION DEBT SERVICE FUND

This fund records principal and interest payments on Series 2010 General Obligation Bonds. The proceeds of this bond issue are for a beachfront park.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Property Taxes	351,419	352,747	352,327	(420)	-0.12%
Miscellaneous	-	-	-	-	0.00%
Total	351,419	352,747	352,327	(420)	-0.12%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	364,145	349,000	345,400	(3,600)	-1.03%
Contingency and Transfers	-	3,747	6,927	3,180	84.87%
Total	364,145	352,747	352,327	(420)	-0.12%

CAPITAL IMPROVEMENT FUND

This fund is used to account for capital asset acquisitions and construction from general government resources and intergovernmental grants.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Property Taxes	405,648	404,272	409,580	5,308	1.31%
Intergovernmental	326,689	129,803	751,165	621,362	478.70%
Miscellaneous	100,118	-	430,000	430,000	0.00%
Transfers	235,273	-	600,000	600,000	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Bond Proceeds	-	-	-	-	0.00%
Total	1,067,728	534,075	2,190,745	1,656,670	310.19%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	964,568	357,611	2,126,165	1,768,554	494.55%
Contributions and Transfers	44,736	22,618	24,642	2,024	8.95%
Contingency	-	153,846	39,938	(113,908)	-74.04%
Total	1,009,304	534,075	2,190,745	1,656,670	310.19%

EQUIPMENT RENEWAL AND REPLACEMENT FUND

This fund accounts for replacement of existing capital assets provided by general government resources.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Property Taxes	429,906	202,136	202,588	452	0.22%
Miscellaneous	44,599	-	-	-	0.00%
Transfers	45,000	-	-	-	0.00%
Lease Financing	-	-	-	-	0.00%
Use of Fund Balance	-	219,227	144,412	(74,815)	-34.13%
Total	519,505	421,363	347,000	(74,363)	-17.65%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	1,520,173	374,000	299,000	(75,000)	-20.05%
Contributions and Transfers	182,363	47,363	48,000	637	1.34%
Contingency	-	-	-	-	0.00%
Total	1,702,536	421,363	347,000	(74,363)	-17.65%

PUBLIC SAFETY VEHICLE AND EQUIPMENT FUND

This fund accounts for replacement of public safety vehicles and equipment.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Property Taxes	-	626,225	634,189	7,964	100.00%
Miscellaneous	-	-	-	-	0.00%
Transfers	-	1,522,000	-	(1,522,000)	100.00%
Use of Fund Balance	-	-	299,811	299,811	0.00%
Total	-	2,148,225	934,000	(1,214,225)	100.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	120,000	120,000	0.00%
Capital	-	420,000	679,000	259,000	100.00%
Contributions and Transfers	-	218,971	135,000	(83,971)	100.00%
Contingency	-	1,509,254	-	(1,509,254)	100.00%
Total	-	2,148,225	934,000	(1,214,225)	100.00%

TRANSPORTATION IMPROVEMENTS FUND

This fund is used to account for transportation related capital infrastructure acquisition and construction from general government resources.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Property Taxes	510,916	503,358	506,470	3,112	0.62%
Other Taxes	1,288,543	910,000	1,180,000	270,000	29.67%
Intergovernmental	267,852	411,300	-	(411,300)	-100.00%
Miscellaneous	1,455	-	-	-	0.00%
Bond Proceeds	-	-	-	-	0.00%
Transfers	-	-	-	-	0.00%
Use of Fund Balance	-	1,011,019	576,019	(435,000)	-43.03%
Total	2,068,766	2,835,677	2,262,489	(573,188)	-20.21%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	239,934	191,731	193,451	1,720	0.90%
Capital	1,032,684	1,963,000	1,371,900	(591,100)	-30.11%
Contributions and Transfers	714,643	680,946	697,138	16,192	2.38%
Contingency	-	-	-	-	0.00%
Total	1,987,261	2,835,677	2,262,489	(573,188)	-20.21%

RECREATION IMPACT FEE FUND

This fund accounts for impact fees assessed and collected against new construction activities. Use of funds is restricted for expansion of existing recreational facilities or construction of new recreational facilities.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Miscellaneous (Impact Fees)	194,748	125,000	215,000	90,000	72.00%
Transfers	-	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	194,748	125,000	215,000	90,000	0.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	5,457	125,000	215,000	90,000	0.00%
Total	5,457	125,000	215,000	90,000	72.00%

FACILITIES RENEWAL AND REPLACEMENT FUND

This fund accounts for dedicated tax revenues and corresponding facilities maintenance expenditures.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Property Taxes	508,392	503,358	506,470	3,112	0.62%
Miscellaneous	63	-	-	-	0.00%
Intergovernmental	(0)	-	-	-	0.00%
Transfers	-	-	-	-	0.00%
Use of Fund Balance	-	189,642	-	(189,642)	100.00%
Total	508,454	693,000	506,470	(186,530)	-26.92%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	141,705	68,500	237,000	168,500	245.99%
Capital	741,010	624,500	258,000	(366,500)	-58.69%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	11,470	11,470	0.00%
Total	882,715	693,000	506,470	(186,530)	-26.92%

ENTERPRISE AND INTERNAL SERVICE FUNDS

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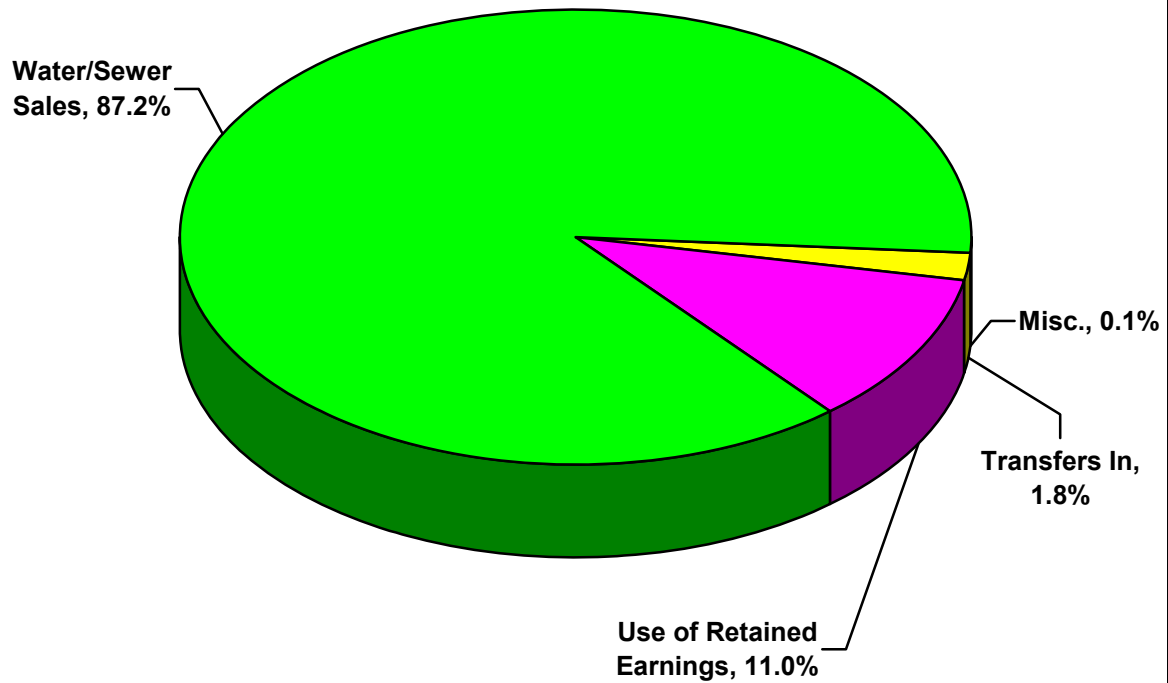
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WATER AND SEWER SUMMARY

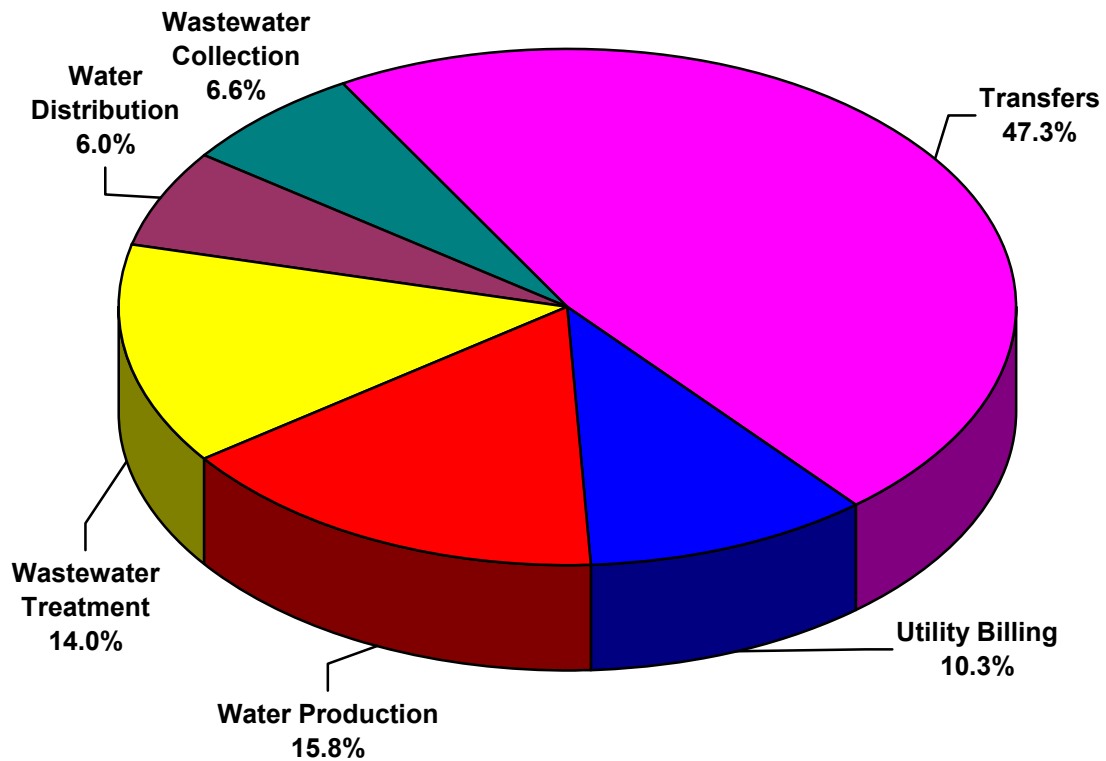
Description	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Revenues					
Water/Sewer Sales	19,724,652	20,455,000	20,930,000	475,000	2.32%
Intergovernmental	-	-	-	-	0.00%
Misc Revenue	7,068	55,000	15,000	(40,000)	-72.73%
Transfers In	502,401	350,055	425,887	75,832	21.66%
Use of Retained Earnings	-	950,000	2,630,544	1,680,544	176.90%
Total Net Revenues	20,234,121	21,810,055	24,001,431	2,191,376	10.05%

Expenditures					
Utility Billing	1,476,237	2,340,003	2,467,103	127,100	5.43%
Water Production	3,046,233	3,455,063	3,803,802	348,739	10.09%
Wastewater Treatment	3,097,535	2,893,201	3,352,389	459,188	15.87%
Water Distribution	1,300,417	1,147,329	1,431,645	284,316	24.78%
Wastewater Collection	1,287,927	1,283,155	1,591,328	308,173	24.02%
Non-Departmental	12,537,325	10,691,304	11,355,164	663,860	6.21%
Total Net Expenditures	22,745,673	21,810,055	24,001,431	2,191,376	10.05%

WATER & WASTEWATER FUND REVENUES



WATER & WASTEWATER FUND EXPENDITURES



UTILITY BILLING AND CUSTOMER SERVICE

Utility Billing and Customer Service administers the City's utility billing system, which includes meter reading, billing and collection, and customer service support. This program produces bills annually for water and wastewater service, stormwater utility, solid waste collection and recycling and performs approximately 260,000 meter readings per year.

UTILITY BILLING AND CUSTOMER SERVICE

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Water & Wastewater	1,476,237	2,340,003	2,467,103	127,100	5.43%
Total	1,476,237	2,340,003	2,467,103	127,100	5.43%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	806,885	729,005	838,113	109,108	14.97%
Operating	669,352	1,610,998	1,628,990	17,992	1.12%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,476,237	2,340,003	2,467,103	127,100	5.43%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Accounting Clerk II	2.00	2.00	2.00	0.00	0.00%
Accounting Technician	3.00	3.00	3.00	0.00	0.00%
Senior Accountant	1.00	1.00	1.00	0.00	0.00%
Customer Serv. Supervisor /Acct.	1.00	1.00	1.00	0.00	0.00%
Meter Reader Supervisor	1.00	1.00	1.00	0.00	0.00%
Meter Reader	4.00	4.00	4.00	0.00	0.00%
Part-time Positions:					
Account Clerk II	0.00	0.00	0.00	0.00	0.00%
Total	12.00	12.00	12.00	0.00	0.00%

UTILITY BILLING AND CUSTOMER SERVICE

GOALS:

- Complete the tenth phase of the City-wide meter replacement program.
- Develop a future plan for City water meters as the tenth phase will complete the process of ensuring all meters throughout the City are radio read meters.
- Maintain generation of 90% of all utility bills within forty-eight hours of the meter read date.
- Maintain the active participation rate for bank drafting utility account payments at 20% of the customer base.
- Increase the active participation rate for customers paying by Internet credit card method.
- Complete 98% of utility work orders within three business days of request.
- Continue working with the utilities distribution program staff replacing commercial meters with radio read meters.
- Increase customer usage of the Interactive Voice Response System by 5%, currently 10%.
- Increase customer usage of the Online Payment Portal by 5%, currently 18%.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
Number of utility bills	296,000	301,000	302,000	1,000	0.33%
Customers participating in bank drafting	6,650	6,700	6,850	150	2.24%
Total Number of work orders	19,668	19,750	20,000	250	1.27%
Number of work orders - delinquent cut-offs	4,306	4,450	4,500	50	1.12%
Number of work orders - reconnects	4,306	4,450	4,500	50	1.12%
Efficiency/Effectiveness:					
% customers using bank draft payment	28%	35%	35%	-	0.00%

ACCOMPLISHMENTS:

- Completed the ninth phase of the City-wide meter replacement program.
- Maintained generation of 90% of all utility bills within forty-eight hours of the meter read date.
- Maintained the active participation rate for bank drafting utility account payments.
- Maintained the active participation rate for customers using the Internet account charge and consumption inquiry at 18% of the customer base.
- Completed 98% of utility work orders within three business days of request.
- Navigated through Covid related impact to customers by removing fees and disconnections.

WATER PRODUCTION

The City's Water Production section is responsible for providing a reliable source for safe drinking water to customers contained within the City's 57-square mile service area which includes the incorporated city limits and adjacent unincorporated areas.

The Water Production program is responsible for licensed operation and maintenance of all equipment associated with the City's twelve (12) million gallons per day (mgd) Water Treatment Facility. The treatment facility includes an 8 mgd lime softening process and a 4 mgd low pressure reverse osmosis (LPRO) process. Water is blended from both treatment processes prior to distribution. The LPRO concentrate serves as an irrigation source water source as it is blended with reclaimed water for public access irrigation.

The water production section operates and maintains five (5) wellfields that withdraw groundwater from the Upper Florida aquifer through 38 existing wells to meet current and future water demands. The five wellfields, starting in the west and continuing easterly toward the city, include the Rima Ridge, Hudson, Breakaway Trails, State Road 40, and Division Avenue wellfields. Additionally, two elevated storage tanks & 2 ground storage tanks (total storage @ 4.7 mg) and five booster pumping stations are contained within the distribution system to further assist the delivery of finished water to customers.

The program also maintains the water system in conformance with the requirements of the Safe Drinking Water Act, the regulations of the Florida Department of Environmental Protection, Florida Department of Health (DOH) and the Consumptive Use Permit conditions issued by the St. Johns River Water Management District.

WATER PRODUCTION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Water & Wastewater	3,046,233	3,455,063	3,803,802	348,739	10.09%
Total	3,046,233	3,455,063	3,803,802	348,739	10.09%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	1,342,230	1,794,848	1,944,038	149,190	8.31%
Operating	1,704,002	1,660,215	1,859,764	199,549	12.02%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	3,046,233	3,455,063	3,803,802	348,739	10.09%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Utilities Manager	1.00	1.00	1.00	0.00	0.00%
Utilities Engineer	2.00	2.00	2.00	0.00	0.00%
Office Assistant II	1.00	1.00	1.00	0.00	0.00%
Chief Treatment Plant Oper. "A"	1.00	1.00	1.00	0.00	0.00%
Supervisor of Equipment Mnt.	1.00	1.00	1.00	0.00	0.00%
Utility Mnt. Foremen	1.00	1.00	1.00	0.00	0.00%
Lead WTP Operator	1.00	1.00	1.00	0.00	0.00%
Treatment Plant Operator	8.00	8.00	8.00	0.00	0.00%
Plant/Pump Mechanic	1.00	1.00	1.00	0.00	0.00%
Utility Electrician	1.00	1.00	1.00	0.00	0.00%
Enviro. Regulatory Compl. Coord.	1.00	1.00	1.00	0.00	0.00%
Sludge Hauling Tech	1.00	1.00	1.00	0.00	0.00%
SCADA Tech.	1.00	1.00	2.00	1.00	0.00%
Part-time Positions:					
Treatment Plant Operator (1)	0.50	0.50	0.50	0.00	0.00%
Total	21.50	21.50	22.50	1.00	4.65%

* Indicates primary department

WATER PRODUCTION

GOALS:

- Maintain compliant and reliable water production activities meeting customer use demands and regulatory standards to include 4 log Removal Disinfection Certification Status for 12 MGD Water Treatment Facility (8 MGD Lime Softening / 4 MGD LPRO Processes) which requires a 0.7 mg/L Free Chlorine in all three Clearwells and a Combined Filter Effluent (CFE) turbidity of less than or equal to 1 NTU.
- Maintain compliant and reliable water production activities for control of lead and copper, specifically through the use of corrosion inhibitor, to include triennial lead and copper sampling of the distribution system and maintaining an LSI in the finished water of +/- 0.20.
- Implement Citywide Workplace Safety Program as it pertains to Utilities.
- Implement new and improved Safety Procedures including but not limited to gas detection device and use for confined space entry and other Personal Protection Equipment and usage.
- Begin input of plant equipment inventory in new Asset Management software. Get staff trained and utilize Asset Management software to generate and track preventative maintenance actions, work orders, identify assets for replacement.
- Maintain accurate records and submit regulatory reports on schedule.
- Enhance record keeping and tracking practices for water loss prevention and audit purposes.
- Continue to assess well field, in-plant and distribution system operations to identify all groundwater and finished water use.
- Maintain accurate database for recording well pumping, water distribution system flushing, leak detection, main break and fire hydrant flushing activities for quantifying water use and for adherence to regulatory permit standards.
- Promptly and efficiently address recommendations made during periodic Florida Dept. of Health (FDEP/ FDOH) inspections.
- Complete the integration and efficiently utilize the VT SCADA/ RTU systems for in-plant and remote wellfields and storage tanks and booster pumping stations.
- Continue to repaint aboveground yard piping to coincide with FDEP regulations.
- Consistently monitor the status of the new LPRO Membranes by utilizing the normalization software provided by the membrane manufacturer.
- Improve plant equipment efficiency reduce downtime through timely maintenance and replacement.
- Maintain a ZERO loss of work record by way of continuously implementing plant safety measures.
- Begin implementation of Western Service Area improvements including site evaluations of Airport Road Utility facility properties.
- Begin Consumptive Use Permit Renewal Process.
- Initiate study to site and permit additional production wells.
- Complete design and refurbishment of the aeration tank, blowers, clear well and splitter box project.
- Complete design of filters 5 and 6 replacement.
- Complete design of Leeway tank refurbishment.
- Remove Well 18SR from service due to damaged casing.

WATER PRODUCTION

GOALS:

- Add VFD motor control to the production wells to increase efficiency and save energy.
- Use cellular technology for RTU/SCADA communications to replace radios where signal strength is no longer acceptable.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Estimate FY 2021-22	Estimate FY 2022-23	<u>Change</u> FY 2021-22 to FY 2022-23	<u>% Change</u> FY 2021-22 to FY 2022-23
Volume of water (in MG) processed during reporting period	2,503	2,542	2,542	-	0.00%
Volume of wastewater (in MG) processed during reporting period	1,566	1,806	1,806	-	0.00%
Volume of Reclaimed Water (in MG) distributed during reporting period	1,591	1,735	1,735	-	0.00%
Total volume of raw sewage collected for treatment (MGD AADF) from retail customers	4.35	4.95	4.95	-	0.00%
Total number of manhole failures in collection system	201	180	180	-	0.00%
Total number of leaks in distribution system	211	146	146	-	0.00%
Total number of pipeline breaks in distribution system	34	42	42	-	0.00%
Total number of leaks in reclaimed water system	27	12	12	-	0.00%
Total number of pipeline breaks in reclaimed water system	7	12	12	-	0.00%
Sum of all qualified formal training hours completed by all employees	700	700	700	-	0.00%
Number of calendar days utility was in full compliance with all drinking water quality and treatment technique requirements contained in National Primary Drinking Water Regulations	365	365	365	-	0.00%
Number of calendar days utility was in full compliance with all drinking water quality and treatment technique requirements contained in National Secondary Drinking Water Regulations	365	365	365	-	0.00%
Total number of standard non-compliance days	-	-	-	-	-
Total water treatment plant effluent flow distributed to distribution system	2,033	2,150	2,200	50	2.33%

WATER PRODUCTION

ACCOMPLISHMENTS:

- Maintained compliant Consumptive Use Permit (CUP) operating and reporting requirements and annual groundwater withdrawal allocations. Current year groundwater withdrawal allocation at 7.795 MGD. Current year annual average day groundwater withdrawals for FY 2019-20 at 6.86 MGD. Reporting includes semi-annual EN-50 Groundwater Withdrawal & Annual Wetlands Monitoring reports along with other groundwater conditions sampling, monitoring and reporting.
- Completed 2020 Annual Water Quality “Consumer Confidence” Report.
- Recorded Zero Distribution Bacteriological failures.
- Maintained compliant and reliable water production activities meeting customer use demands and regulatory standards. Current year water plant average day production is 5.57 Million Gallons per Day (MGD) with 7.89 MGD max day demand during recent 12-month period.
- Provide necessary training and continuing education opportunities to current operations staff to promote licensure certification and personnel expertise.
- Implement Citywide Workplace Safety Program as it pertains to Utilities.
- Maintained the distribution system through consistent monthly flushing programs.
- Replaced the Water Treatment Plant static mixer. Along with a new static mixer, this project included the needed upgrade of the chemical injection points and a shade structure.
- Completed the implementation of VTSCADA system for all Water, Wastewater, and Reuse facilities including Water Treatment Plant, Raw Water Wells, Storage Tanks, Booster Stations, Waste Water Treatment Plant, Lift Stations and Reuse Facilities. Team member completed advanced training course for VTSCADA.
- Replaced LPRO membranes at the water plant.
- Continued implementing the Tour Trax Asset management system to ensure that quality inspections on vital equipment are done consistently around the plant.
- Installed security surveillance equipment around the facility
- Continued the Water Plant beautification project. This project includes the remediation of rust and corrosion on the plant infrastructure, the addition of planters, shrubbery and trees, as well as painting the pipes and the interior of the Administration building.
- Completed installation of new Static Mixer.
- Completed western service area water distribution system improvements model and project alternatives for promoting improved level of service and reliability and for developing effective options for developer considerations.
- Completed Lime Slaker replacement and MCC project.
- Completed sludge Centrifuge Replacement project.
- Replaced non-operational pump/ motor assemblies at Rima 35, 36, 37, & 38.
- Replaced the underground Electric Service between Hudson wells 30 and 29.
- Complete preparation of bid documents and award for multi-year contracts for Pump and motor repair, Well Repair and Rehabilitation, and Instrumentation and Programming.

WASTEWATER TREATMENT

The City's Wastewater Treatment section is responsible for the compliant operation and maintenance of an advanced domestic wastewater treatment facility having an annual average day capacity of 8.0 million gallons per day (mgd). The treatment process utilized at the City's WWTP consists of influent pumping with odor control, primary screening, five-stage Bardenpho™ (fermentation, first anoxic, aeration, second anoxic, and re-aeration), clarification, media filtration, and disinfection. The wastewater section is also responsible for the reliable operation of over eighty (80) remote lift stations contained within the sanitary sewer service area.

The wastewater treatment facility serves as the source of water for the City's public access reclaimed water system. The reclaimed water system generally consists of two reclaimed water storage tanks (one with a capacity of 3.0 million gallons and one with a capacity of 4.0 million gallons, one high service pump station with a total installed pumping capacity rated at 9800 gpm (14.1 mgd) at 85 psi. This program produces approximately 840 million gallons of reuse water annually, providing an available alternative water source for irrigation needs for 2,345 reuse customers in addition to two golf courses. Treated effluent not reused for irrigation is discharged to the City's permitted surface water discharge, the Halifax River. De-watered residuals (or biosolids) are transported from the wastewater treatment facility and treated to Class AA residual standards by a State-licensed contractor.

Competent, State-licensed operators are responsible for operating the plant in conformance with the requirements of the Clean Water Act, the operating permit and NPDES (National Pollution Discharge Elimination System) permit issued by the Florida Department of Environmental Protection (DEP) and the Environmental Protection Agency (EPA).

WASTEWATER TREATMENT

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Water & Wastewater	3,097,535	2,893,201	3,352,389	459,188	15.87%
Total	3,097,535	2,893,201	3,352,389	459,188	15.87%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	968,099	925,158	1,123,630	198,472	21.45%
Operating	2,129,435	1,968,043	2,228,759	260,716	13.25%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	3,097,535	2,893,201	3,352,389	459,188	15.87%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Utility Mnt. Foreman	1.00	1.00	1.00	0.00	0.00%
Plant/Pump Mechanic	2.00	2.00	2.00	0.00	0.00%
Chief Treatment Plant Operator	1.00	1.00	1.00	0.00	0.00%
Lead Operator	1.00	1.00	1.00	0.00	0.00%
Treatment Plant Operator	8.00	8.00	8.00	0.00	0.00%
Total	13.00	13.00	13.00	0.00	0.00%

WASTEWATER TREATMENT

GOALS:

- Execute Grit Removal contract and complete annual grit removal. Improved grit removal equipment efficiency and should not need to remove grit from process tanks. Will have company take tank readings. Grit contract expired in 2021.
- Implement Citywide Workplace Safety Program as it pertains to Utilities.
- Implement new and improved Safety Procedures including but not limited to gas detection device and use for confined space entry and other Personal Protection Equipment and usage.
- Complete input of plant equipment inventory in new Asset Management software. Get staff trained and utilize Asset Management software to generate and track preventative maintenance actions, work orders, identify assets for replacement.
- Continue to maintain reliable WWTP operations monitoring and reporting standards and operation parameters for reuse and surface water discharges and Class AA residuals sludge disposal in accordance with regulatory conditions contained in the City's current FDEP Operating Permit.
- Continue optimizing reuse disposal system operations and expansion to further reduce surface water discharges to Halifax River and to promote water conservation. SWD usage has dramatically increased since river crossing repairs and will continue to increase until plan is implemented.
- Complete the annual reporting requirements for the following topics and activities: Capacity Analysis, Reuse Summary and Correlation, Pretreatment DMR, Primary and Secondary Drinking Water Standards, Summary of Water Quality and Residuals.
- Continue enhancements to SCADA monitoring and reporting program for plant and remote lift station and reuse pumping and storage systems
- Provide necessary training and continuing education opportunities to current operations staff to promote licensure certification and personnel expertise.
- Improve plant equipment and Lift Stations through maintenance, replacement and purchase of critical equipment spares.
- Permit commercial industries identified as having the capability to contribute contaminants to the sewer collection system that may exceed allowable limits.
- Complete inventory and documentation for backup meters and probes.
- Perform repairs to all concrete reclaimed water ground storage tanks.
- Complete preparation of bid documents and award for multi-year contracts for annual chemical supplies for water and wastewater treatment facilities and wastewater residuals hauling treatment and disposal contract services.
- Complete modifications to chlorine contact chamber to reduce and eliminate permit exceedances, shading to areas to inhibit algae and organism growth.
- Award and complete improvements to Master Lift Station, sludge decant and polymer injection, and post anoxic mixer.
- Replacing a sand filter with a Diamond Filter cloth media filter.
- Complete rehabilitation of Clarifier and Weir Covers to reduce and eliminate fecal permit exceedances.
- Replacement of the chemical storage building due to excessive corrosion and safety risk.
- Rehab and remodel Operations building.

WASTEWATER TREATMENT

ACCOMPLISHMENTS:

- Completed the reporting requirements for the following topics and activities: Reuse, Pretreatment DMR, Primary & Secondary Drinking Water Standards, Priority Pollutants, EPA 503 Biosolids, Reuse Summary and Correlation, Summary of Water Quality & Residuals, Bi-annual Giardia and Cryptosporidium, Semi-annual SWD Toxicity, quarterly Groundwater Monitoring and monthly Discharge Monitoring Reports.
- Plant processed 1,706 million gallons of influent flow (4.67 MGD annual avg. day) and distributed 1,224 million gallons of reuse product (3.35 MGD annual avg. day) during the annual period.
- Completed WWTP Operating Permit Renewal and approval through FDEP. This renewal included revised permit conditions for a Holly Hill Reclaim Water Interconnection to allow more flexibility with reclaimed water use during times supply shortages, conversion of an Equalization Basin into a 3rd Chlorine Contact Basin with baffle installation to improve disinfection and increase permit compliance, the elimination of chronic SWD toxicity testing and reduced frequency and the removal of the Annual Average Total Nitrogen and Total Phosphorus requirement.
- Accurately monitored and reported operation parameters for reuse and surface water discharges and Class AA residuals sludge disposal in accordance with regulatory conditions contained in the City's current FDEP Operating Permit.
- Optimized reuse disposal system operations and expansion to further reduce surface water discharges to Halifax River and to promote water conservation. SWD increased due to river crossing repairs.
- Updated City's Industrial Pretreatment Program (IPP) Enforcement Response Plan to concur with current Sewer Use Ordinance and permit renewal provisions.
- Completed Industrial Pretreatment Program (IPP) annual permitting, sampling, inspection and reporting activities.
- Provided necessary training and continuing education opportunities to current operations staff to promote licensure certification and personnel expertise.
- Completed VT SCADA system, software and integration.
- Completed project to install new centrifuges and modify the reaeration basin.
- Replace the three variable frequency drives at the influent pump station.
- Completed construction of the Reuse pumping and storage facility at Break Away Trails.
- Complete rehabilitation of Lift Stations 3M, Ashford Lakes and Tomoka Meadows.
- Complete Electrical and Lift Station upgrades at Break Away Trails.
- Completed design plans and specifications to replace the three variable frequency drives at the influent pump station.
- Coordinated Chlorine Contact Chamber CIP improvements in attempt to curtail fecal detections per DEP Consent Order.
- Installed three VFD's for the facility's effluent screw pumps.
- Repurposed Micro-C chemical storage tank to store and distribute Aluminum Sulfate and decommissioned old Alum tanks due to age and condition.
- Installed grit by-pass channel high level alarm.
- Replaced one of four Dewatering pumps to eliminate overflows.

WASTEWATER TREATMENT

ACCOMPLISHMENTS:

- Grit snail rebuilt.
- Purchased and installed new Laser Turbidity Meters.
- Multitude of plant lighting improvements for safety.
- Purchased and installed dual hypo chemical strainers to reduce plugging and potential permit exceedances
- Complete SWD CBOD investigation and corrective actions to reduce and eliminate permit exceedances.
- Complete Rehabilitation of Sand Filter 1.

WATER DISTRIBUTION

The Water Distribution Section is responsible for reliable operation of the water distribution system.

State-licensed operators and experienced technicians operate and maintain over 400 miles of potable and 25 miles of raw water mains comprised of several material types to include nearly 2000 fire hydrants and thousands of various sized valves and miscellaneous appurtenances.

In addition, this section is responsible for the installation of all new water meters, testing, calibration and/or replacement of existing water meters, enforcement of the cross connection control program and backflow prevention device maintenance. The water distribution crews also self-perform leak detection reconnaissance of the distribution system and respond to all customer requests for assistance and perform any repairs necessary to maintain system service reliability.

WATER DISTRIBUTION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Water & Wastewater	1,300,417	1,147,329	1,431,645	284,316	24.78%
Total	1,300,417	1,147,329	1,431,645	284,316	24.78%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	837,519	755,336	917,884	162,548	21.52%
Operating	462,898	391,993	513,761	121,768	31.06%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,300,417	1,147,329	1,431,645	284,316	24.78%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Supervisor of Water Distribution	1.00	1.00	1.00	0.00	0.00%
Office Assistant II	0.25	0.00	0.00	0.00	0.00%
Utility Mapping/Locate Tech.	0.50	1.00	2.00	1.00	0.00%
System Maintenance Foreman	2.00	2.00	2.00	0.00	0.00%
Water Distribution Operators	8.00	8.00	8.00	0.00	0.00%
Utility Electrician	0.25	0.00	0.00	0.00	0.00%
Water Quality Control Tech	1.00	1.00	1.00	0.00	0.00%
Part-time Positions:					
Utility Mapping/Locate Tech.	0.50	0.50	0.00	-0.50	0.00%
Total	13.50	13.50	14.00	0.50	3.70%

WATER DISTRIBUTION

GOALS:

- Maintain reliable water distribution system operations for meeting customers use and quality demands.
- Continue to search for sources of unaccounted for water with emphasis on leak detection program, frequent large meter testing and maintenance of accurate flushing record database to detect all usage throughout City's distribution system. Perform leak detection with in-house personnel for distribution system annually.
- Implement Citywide Workplace Safety Program as it pertains to Utilities.
- Implement new and improved Safety Procedures including but not limited to gas detection device and use for confined space entry and other Personal Protection Equipment and usage.
- Ensure main breaks and service interruptions are repaired in a timely manner and noticed in accordance with pertinent Florida Dept. of Health Regulations.
- Test and inspect all City owned backflow preventers on an annual basis.
- Complete 100% of all service work orders prepared for fire hydrants as identified by Utilities and Fire Department inspections.
- Complete maintenance of all fire hydrants in Ormond by the Sea per yearly contract condition with Volusia County.
- Complete input of asset inventory in new Asset Management software. Get staff trained and utilize Asset Management software to generate and track preventative maintenance actions, work orders, identify assets for replacement.
- Continue enhancements to City's Cross Connection Control Program and compliance rating.
- Modify for efficiencies and continue to improve current distribution system monitoring, sampling and flushing programs to promote better understanding of system operating conditions and improve water quality.
- Install all new meter requests received due to new development or new customer requests for service.
- Perform accuracy testing on water meters in accordance with or exceeding AWWA standards as referenced in the Water Meter Testing and Repair Manual.
- Complete the Phase IV design for the water main replacement project.
- Construct a parallel water main to improve service and redundancy to the north US1 corridor.
- Construct a secondary 24" raw water main along SR40 from Hunters Ridge to Williamson Boulevard.
- Award bid and complete Leeway Storage Tank and Pump Station Rehabilitation and Improvements project.
- Complete installation of N. US 1 water main expansion project.
- Begin implementation of Western service area improvements including completion of SR 40 / Airport Road water main loop project.

WATER DISTRIBUTION

ACCOMPLISHMENTS:

- Maintained reliable water distribution system operations for meeting customer water use demands and water quality concerns.
- Continued activities and focus to minimize unaccounted water with emphasis on large meter testing, leak detection, flushing database records, small meter replacement and raw water metering accuracy and reporting.
- Repaired all water main breaks and service interruptions in a timely manner and notified affected customers in accordance with pertinent FDEP/ FDOH regulations. Water distribution system returned to service within 12 hours of widespread distribution main ruptures due to extensive tree uprooting during Hurricane Matthew.
- Inspected and/ or repaired all city owned backflow prevention devices (BFPD). Continue installation of BFPD on city owned irrigation systems lacking protection.
- Installed new or exchanged approximately 400 water meters.
- Serviced approximately 283 fire hydrants in Ormond-by-the-Sea that are under a maintenance contract with Volusia County Fire Dept., performed maintenance activities on 152 fire hydrants within city limits located between Beach St and US1 starting from south city limits.
- Responded to and performed repairs on approximately 45 main breaks and 415 service laterals and prepared the necessary Precautionary Boil Water Notices.
- Tested and repaired 100% of all meters within City sized 3" and larger scheduled for this fiscal year. Continue scheduling four to six-year testing program on 2" and 1 ½" water meters
- Replaced approximately 15 non-operable isolation valves of various sizes throughout distribution system.
- Performed scheduled valve maintenance activity on approximately 280 water main valves and as necessary in support of scheduled system shutdowns associated with capital projects or water distribution main and services breaks.
- Flushed water mains for Cl2 residual and overall water quality maintenance from US1 to west City Limits.
- Serviced 26 automatic flushing devices in various locations throughout distribution system.
- Replaced a leaking GSP water main causing low pressure to residents on Rocky Ridge Trail.

WASTEWATER COLLECTION AND REUSE DISTRIBUTION

The City's wastewater collection system section is responsible for maintaining reliable operating characteristics throughout the City's wastewater customer service area for:

- 182 miles of gravity sewer main
- 54 miles of force mains
- 24 miles of reuse water mains
- 23 miles of low-pressure sewer mains

The Wastewater Collections program services and maintains over 1,600 Pretreatment Effluent Pumping (PEP) systems serving the low pressure sewer collection needs at the Hunter's Ridge and Breakaway Trails development areas.

The wastewater collection and reuse distribution program performs various preventative maintenance functions to include televising sewer mains for determination of repair needs and identifying inflow-infiltration areas of concern, root control, and periodic pigging of force mains due to main pressure fluctuations affecting operational reliability.

This program also provides round the clock piping and manhole repair activities and response to customer requests for assistance in the event of a sewer backup or reuse irrigation service interruption.

WASTEWATER COLLECTION AND REUSE DISTRIBUTION

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Water & Wastewater	1,287,927	1,283,155	1,591,328	308,173	24.02%
Total	1,287,927	1,283,155	1,591,328	308,173	24.02%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	760,348	821,957	833,773	11,816	1.44%
Operating	527,578	461,198	757,555	296,357	64.26%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,287,927	1,283,155	1,591,328	308,173	24.02%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
System Mnt. Foremen	2.00	2.00	2.00	0.00	0.00%
Supervisor of Collection/Reuse	1.00	1.00	1.00	0.00	0.00%
Plant/Pump Mechanic	2.00	2.00	2.00	0.00	0.00%
Maintenance Worker II	3.00	3.00	3.00	0.00	0.00%
Maintenance Worker III	3.00	3.00	3.00	0.00	0.00%
Maintenance Worker IV	2.00	2.00	2.00	0.00	0.00%
Total	13.00	13.00	13.00	0.00	0.00%

WASTEWATER COLLECTION AND REUSE DISTRIBUTION

GOALS:

- Maintain reliable wastewater collection system (gravity and force main) and reuse storage and distribution operations for customers.
- Implement Citywide Workplace Safety Program as it pertains to Utilities.
- Implement new and improved Safety Procedures including but not limited to gas detection device and use for confined space entry and other Personal Protection Equipment and usage.
- Continue sanitary sewer lining projects citywide.
- Prioritize multi-year lining contract scope of work and renewal to correct known defects or deteriorated portions of sewer mains to ensure the integrity of the system and reduce inflow and infiltration.
- Clean and televise approximately 10,000 feet of gravity sewer main and 200 each sewer laterals. PM activities are performed to prioritize and correct defects in deteriorated portions of sewer mains/ service laterals to reduce likelihood of overflows, inflow and infiltration.
- Begin input of asset inventory in new Asset Management software. Get staff trained and utilize Asset Management software to generate and track preventative maintenance actions, work orders, identify assets for replacement.
- Rehabilitation of 50 PEP Systems in Hunter's Ridge and Breakaway Trails Areas.
- Complete construction for Lift Station Rehabilitation Projects including station piping, valves and controls upgrades.
- Perform root control services on gravity sanitary sewer as necessary.
- Support Reuse Service area expansion and service to include recent priority to serve south peninsula area customers.
- Develop a Fats, Oils and Grease (FOG) program plan to assist in reducing the amount of the FOG clogging the sewer transmission lines. Initiate records database for development of inspection program for grease interceptors installed at commercial restaurants within the City's sewer collection service area.
- Review best practices concerning flushable items with all Daycare and Senior care facilities to enhance awareness of potentially harmful disposal methods.
- Repair settled manholes on A1A.
- Begin implementation of western service area improvements related to wastewater collection and conveyance including extension of SR 40 Force main and site evaluation of Airport Road Utility Parcels.

WASTEWATER COLLECTION AND REUSE DISTRIBUTION

ACCOMPLISHMENTS:

- Successfully operated City-wide reuse system for annual period delivering reuse product to over 3,200 residential and 2 golf course customers having demand in excess of 1.3 Billion Gallons.
- Submitted the Annual Reuse Report 2019 per FDEP WWTF permit requirements illustrating 4.2 MGD of the 4.43 MGD annual average day flow received at the City's treatment facility is utilized for land application irrigation purposes.
- Maintained Standard Operating Procedures for Reuse Distribution System including responses to extended dry and wet weather conditions and notification to customers regarding service interruptions or other changes.
- Identified locations for additional meters and valves to provide better operational control and water accounting. Installation commenced.
- PEP System PM Activities: Completed rehabilitation of 18 units, replacement of 7 units, performed installation of 0 new units and performed electrical upgrades to 136 PEP System units replaced in West Ormond Low Pressure Sewer Service area.
- Cleaned approximately 8,800 feet of gravity sewer main and 103 each sewer laterals. Televised approximately 750 feet of gravity sewer main and 333 each sewer laterals. Performed root control program activities on approximately 110 each sewer laterals.
- Completed monthly and annual scheduled preventative maintenance service calls for 90 sewage lift stations throughout the collection system which includes reassembly of each duplex configured pump and motor. Responded to all emergency call outs from SCADA and WIN911 Lift Station monitoring system after hours calls for service alarms (annual average 3 calls per week). Ongoing accomplishment
- Completed approximately 1250 repairs to collection system (gravity, force main, services and manhole) service calls and 252 reuse system leaks and main breaks.
- Completed a variety of lift station and motor replacements and repairs at various lift stations throughout the sanitary sewer collection system.
- Maintained reliable wastewater collection system (gravity and force main) and reuse storage and distribution operations for customers.
- Assisted reuse system installation project for North US Hwy 1 Median Landscape Project.
- Completed master developer service agreement for Hunter's Ridge – DRI – Flagler Co. to include approval of an overall water and sewer master plan and model.
- Prepared bid specifications for upgrades to PEP System components and awarded a contract for replacement pumps.
- Completed construction for Breakaway Trails Yard Electrical and Pump Upgrades project.
- Prepared design plans and specifications for bidding Lift Station Rehabilitation Project to include 4M and 5M lift station piping, valves and controls upgrades.
- Prepared design plans and specifications and completed construction for the Shadow Crossings Reuse Pump Facility Upgrades Project.
- Complete reclaimed water interconnection with City of Holly Hill.
- Rehabilitation of 50 PEP Systems in Hunter's Ridge and Breakaway Trails Areas.
- Construct a parallel force main to improve service and redundancy to the north US1 corridor

WASTEWATER COLLECTION AND REUSE DISTRIBUTION

ACCOMPLISHMENTS:

- Constructed North US 1 force main improvements project for promoting improved level of service and reliability and for developing effective options for developer considerations.

WATER AND WASTEWATER TRANSFERS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Water & Wastewater	12,537,325	10,691,304	11,355,164	663,860	6.21%
Total	12,537,325	10,691,304	11,355,164	663,860	6.21%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contingency	-	100,546	-	(100,546)	100.00%
Contributions and Transfers	12,537,325	10,590,758	11,355,164	764,406	7.22%
Total	12,537,325	10,691,304	11,355,164	663,860	6.21%

WATER AND WASTEWATER VEHICLE AND EQUIPMENT REPLACEMENT FUND

This fund accounts for replacement of existing vehicles and equipment for the benefit of Water and Wastewater.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Miscellaneous	7,679	-	-	-	0.00%
Transfer	150,000	150,000	150,000	-	0.00%
Use of Fund Balance	-	50,000	218,000	168,000	336.00%
Total	157,679	200,000	368,000	168,000	84.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	275,049	200,000	368,000	168,000	84.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	275,049	200,000	368,000	168,000	84.00%

WATER AND WASTEWATER RENEWAL AND REPLACEMENT FUND

This fund accounts for replacement of existing capital assets for the benefit of Water and Wastewater.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Bond Proceeds	-	-	5,279,000	5,279,000	0.00%
Intergovernmental	-	4,935,000	-	(4,935,000)	100.00%
Charges for Services	196,954	107,000	187,000	80,000	0.00%
Miscellaneous	350	-	-	-	0.00%
Transfers	5,000,000	2,500,000	3,672,745	1,172,745	46.91%
Use of Retained Earnings	-	85,865	355,667	269,802	100.00%
Total	5,197,303	7,627,865	9,494,412	1,866,547	24.47%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	511,995	595,365	862,412	267,047	44.85%
Capital	2,664,296	7,032,500	8,632,000	1,599,500	22.74%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	3,176,291	7,627,865	9,494,412	1,866,547	24.47%

WATER AND WASTEWATER CONSOLIDATED DEBT SERVICE FUND

Used to account for principal and interest payments resulting from the issue of revenue bonds and debt financing.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Bond Proceeds		-	-	-	0.00%
Transfer	9,379,133	5,228,000	4,743,500	(484,500)	-9.27%
Use of Fund Balance	-	-	10,000	10,000	0.00%
Total	9,379,133	5,228,000	4,753,500	(484,500)	-9.27%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Debt Service	5,218,410	5,228,000	4,743,500	(484,500)	-9.27%
Contributions and Transfers	(4,287,341)	-	-	-	0.00%
Contingency	-	-	10,000	10,000	0.00%
Total	931,069	5,228,000	4,753,500	(474,500)	-9.08%

WEST ORMOND REUSE IMPACT FEE FUND

This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of West Ormond irrigation facilities.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Intergovernmental	-	-	-	-	0.00%
Miscellaneous (Impact Fees)	60	-	-	-	0.00%
Use of Retained Earnings	-	-	850,000	850,000	0.00%
Total	60	-	850,000	850,000	0.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	850,000	850,000	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	-	-	0.00%
Total	-	-	850,000	850,000	0.00%

WATER SYSTEM IMPACT FEE FUND

This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of water facilities.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Intergovernmental	-	-	-	-	0.00%
Miscellaneous (Impact Fees)	745,076	460,000	725,000	265,000	57.61%
Transfers	-	-	-	-	0.00%
Use of Retained Earnings	-	60,000	-	(60,000)	-100.00%
Total	745,076	520,000	725,000	205,000	39.42%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	13,193	520,000	300,000	(220,000)	-42.31%
Contributions and Transfers	-	-	-	-	0.00%
Contingency	-	-	425,000	425,000	0.00%
Total	13,193	520,000	725,000	205,000	39.42%

WASTEWATER SYSTEM IMPACT FEE FUND

This fund accounts for impact fees assessed against new construction activities. Use of these funds is restricted for expansion and construction of wastewater facilities.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Intergovernmental	-	-	2,032,000	2,032,000	0.00%
Miscellaneous (Impact Fees)	652,988	400,000	675,000	275,000	68.75%
Bond Issue	-	-	-	-	0.00%
Transfers	-	-	-	-	0.00%
Use of Retained Earnings	-	-	1,593,000	1,593,000	0.00%
Total	652,988	400,000	4,300,000	3,900,000	975.00%

Expenditures:

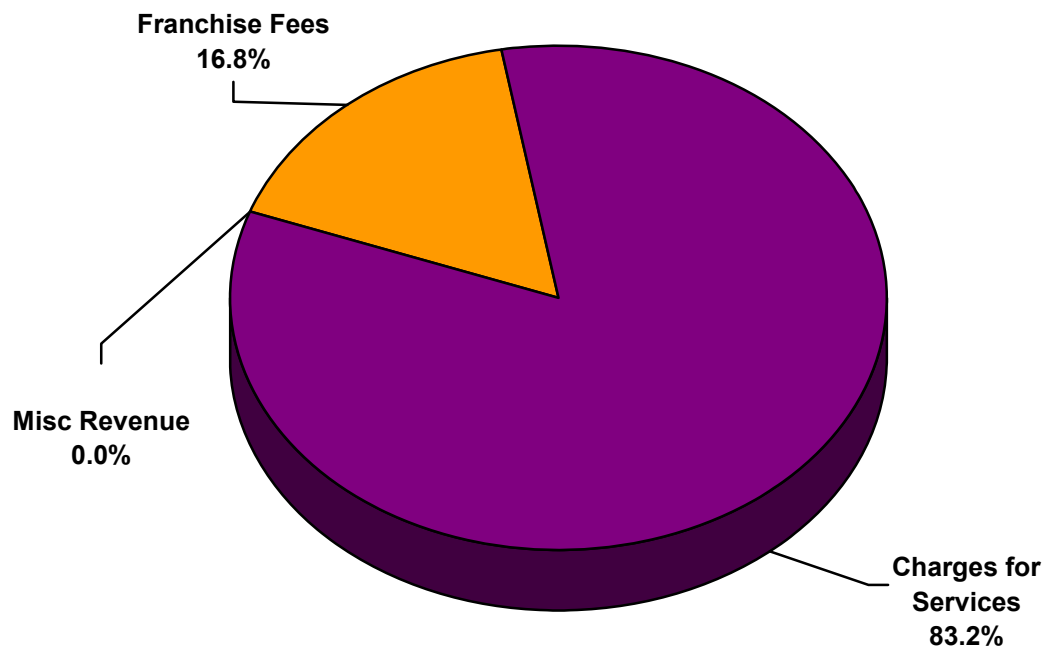
	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	4,300,000	4,300,000	0.00%
Contingency	-	400,000	-	(400,000)	0.00%
Total	-	400,000	4,300,000	3,900,000	975.00%

SOLID WASTE FUND SUMMARY

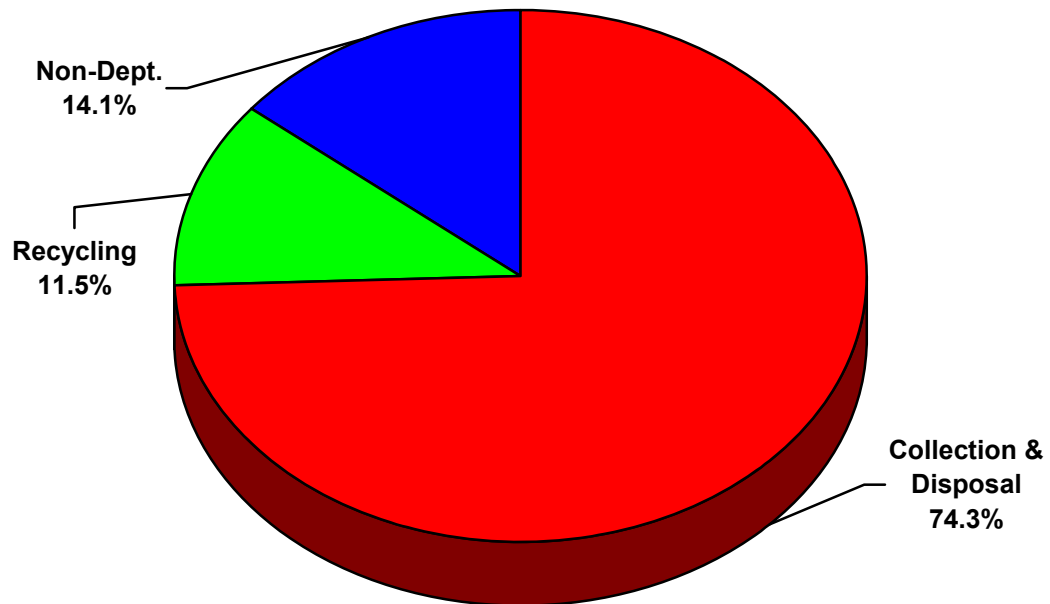
Description	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Revenues					
Franchise Fees	1,579,553	1,500,000	1,648,000	148,000	9.87%
Intergovernmental	41,422	-	-	-	0.00%
Other Charges for Services	7,531,172	7,940,000	8,178,200	238,200	3.00%
Misc. Revenue	275	1,000	1,000	-	0.00%
Transfers In	-	-	-	-	0.00%
Use of Retained Earnings	-	3,232	-	(3,232)	-100.00%
Total Net Revenues	9,152,422	9,444,232	9,827,200	382,968	4.06%

Expenditures					
Collection & Disposal	7,086,369	7,068,712	7,306,235	237,523	3.36%
Recycling	1,026,233	1,096,778	1,133,960	37,182	3.39%
Non-Departmental	1,255,167	1,278,742	1,387,005	108,263	8.47%
Total Net Expenditures	9,367,768	9,444,232	9,827,200	382,968	4.06%

SOLID WASTE FUND REVENUES



SOLID WASTE FUND EXPENDITURES



SOLID WASTE COLLECTION AND DISPOSAL

Through an exclusive franchise with a private contractor, the Collection and Disposal program provides for curbside collection of Class I residential solid waste twice per week and yard once per week. The contractor also collects solid waste from all commercial businesses a minimum of three (3) days per week to a maximum of six (6) days per week.

The contractor disposes of all Class I solid waste at the Volusia County solid waste facility. Residential customers pay a monthly fee to cover the costs of collection and disposal. Commercial customers are presently charged per cubic yard of solid waste disposed in two, four, six and eight cubic yard containers.

Approximately 28,000 tons of solid waste consisting of residential (15,000 tons) and commercial (13,000 tons) is collected annually (excludes 8,300 tons of yard waste).

SOLID WASTE COLLECTION AND DISPOSAL

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Solid Waste	7,086,369	7,068,712	7,306,235	237,523	3.36%
Total	7,086,369	7,068,712	7,306,235	237,523	3.36%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	105,053	178,587	184,854	6,267	3.51%
Operating	6,973,720	6,890,125	7,121,381	231,256	3.36%
Capital	7,596	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	7,086,369	7,068,712	7,306,235	237,523	3.36%

Staffing Summary:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Full-time Positions:					
Public Works Operations Mgr.	0.00	1.00	1.00	0.00	0.00%
Total	0.00	1.00	1.00	0.00	0.00%

SOLID WASTE COLLECTION AND DISPOSAL

GOALS:

Collection and Disposal:

- Complete 100% of daily residential and commercial collections no later than 7:00 p.m. each day.
- Achieve an on-time daily collection rate of at least 95% (collections time variance of no more than four (4) hours from original time).

Recycling:

- Achieve a monthly participation rate for residential customers of 93%.
- Divert a total of 33% from all solid waste (includes C/D, yard waste tires, etc.) generated within the City from being disposed at a certified Class I Landfill (includes commercial recycling).
- Maintain the number of recyclables collected per residential unit at an average of five point eighty-five (5.85) pounds.

PERFORMANCE MEASURES:

	Actual FY 2020-21	Actual FY 2021-22	Estimate FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Workload:					
Residential collections	17,650	17,756	17,765	9	0.05%
Commercial collections	550	520	525	5	0.96%
Recycling customers	18,125	18,375	18,345	(30)	-0.16%
Miles of street sweeping	5,150	5,271	5,150	(121)	-2.30%
Efficiency/Effectiveness:					
Inquiries-Residential collections monthly average	73	63	60	(3)	-4.76%
Inquiries-Commercial collections monthly average	17	11	15	4	36.36%

ACCOMPLISHMENTS:

Collection & Disposal:

- Completed 100% of solid waste collections on time (residential/commercial)
- Achieved a 100% on-time daily collection rate.
- Received compliments for excellence in service provided

Recycling:

- Achieved a monthly participation rate of 91.80%.
- Achieved a diversion rate of 30.65% (elimination of glass 5/19)
- Maintained 12 recyclable items collected curbside.
- Maintained a 100% compliance with daily recycling bin delivery.
- Maintained an average 5.05 pounds per household of recyclables collected curbside.
- Successfully promoted recycling program changes, elimination of glass from recycling collection to the community

SOLID WASTE RECYCLING

The Recycling program provides curbside collection of fourteen (14) different recyclable products for all residential customers on a once per week basis through a private contractor. The program was initiated on a citywide basis on July 1, 1991 in order to meet the requirements of the 1988 Solid Waste Management Act, which requires cities and counties in the State of Florida to reduce the amount of solid waste disposed at landfills by 30%.

Approximately 3,500 tons of recyclable materials are collected annually. Residential customers pay a monthly fee to cover the costs of recycling.

In addition, the program provides educational classes and materials through publications, trade shows and in-school presentations.

SOLID WASTE RECYCLING

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Solid Waste	1,026,233	1,096,778	1,133,960	37,182	3.39%
Total	1,026,233	1,096,778	1,133,960	37,182	3.39%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	34,834	-	-	-	#DIV/0!
Operating	991,398	1,096,778	1,133,960	37,182	3.39%
Capital	-	-	-	-	0.00%
Contributions and Transfers	-	-	-	-	0.00%
Total	1,026,233	1,096,778	1,133,960	37,182	3.39%

SOLID WASTE TRANSFERS

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Solid Waste	1,255,167	1,278,742	1,387,005	108,263	8.47%
Total	1,255,167	1,278,742	1,387,005	108,263	8.47%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	-	-	-	-	0.00%
Capital	-	-	-	-	0.00%
Debt Service	-	-	-	-	0.00%
Contributions and Transfers	1,255,167	1,278,742	1,343,962	65,220	5.10%
Contingency	-	-	43,043	43,043	0.00%
Total	1,255,167	1,278,742	1,387,005	108,263	8.47%

WORKERS COMPENSATION FUND

This fund is used to account for expenditures associated with providing workers compensation coverage to employees.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Internal Service Charges	1,139,616	781,612	781,612	-	0.00%
Miscellaneous	109,533	20,000	20,000	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	1,249,149	801,612	801,612	-	0.00%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	986,580	727,500	727,500	-	0.00%
Capital	-	-	-	-	0.00%
Contributions and Transfers	74,112	74,112	74,112	-	0.00%
Total	1,060,692	801,612	801,612	-	0.00%

GENERAL LIABILITY INSURANCE FUND

This fund is used to account for expenditures associated with providing general liability coverage to employees.

Revenue and Expenditure Summaries:

Revenues:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Internal Service Charges	1,183,853	1,260,253	1,460,253	200,000	15.87%
Miscellaneous	54,021	-	-	-	0.00%
Use of Fund Balance	-	-	-	-	0.00%
Total	1,237,874	1,260,253	1,460,253	200,000	15.87%

Expenditures:

	Actual FY 2020-21	Estimate FY 2021-22	Budget FY 2022-23	Change FY 2021-22 to FY 2022-23	% Change FY 2021-22 to FY 2022-23
Personnel Services	-	-	-	-	0.00%
Operating	1,114,158	1,222,400	1,422,400	200,000	16.36%
Capital	-	-	-	-	0.00%
Contributions and Transfers	82,853	37,853	37,853	-	0.00%
Total	1,197,011	1,260,253	1,460,253	200,000	15.87%

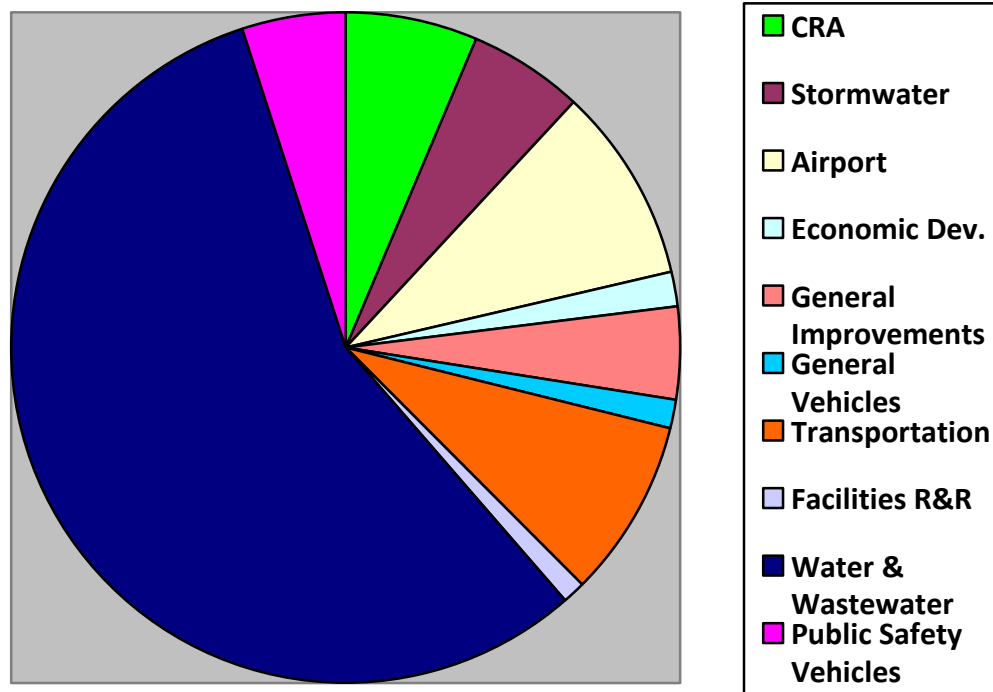
CAPITAL IMPROVEMENTS
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Overview

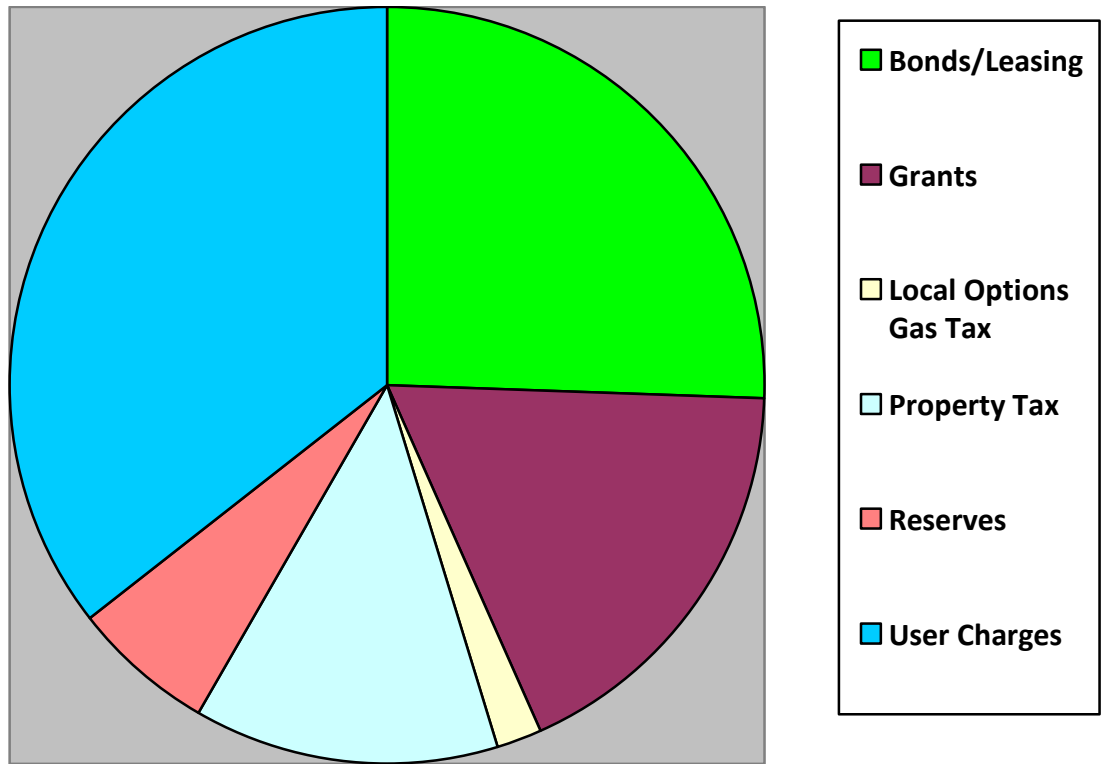
The City's Five-Year Capital Improvements Program represents a substantial effort to identify and schedule capital investments for a multi-year period complete with a project description and justification, as well as recommended financing for each project. The CIP reflects projects that have been identified as being essential to the organization.

Expenditures



Category	Total
Community Redevelopment	\$4,514,989
Stormwater	3,850,000
Airport	6,747,780
Economic Development	1,112,000
General Improvements	3,101,115
General Vehicles	1,099,000
Public Safety Vehicles	3,444,000
Transportation	6,028,220
Facilities Renewal and Replacement	695,000
Water & Wastewater	39,874,650
TOTAL	\$70,466,754

Funding



Category	Total
Bonds/Leasing	\$17,947,500
Grants/Donations	12,673,498
Local Options Gas Tax	1,250,000
Property Tax	9,280,370
Reserves	4,270,236
User Charges	25,045,150
TOTAL	\$70,466,754

FY 2022-23 CIP Projects

Fund 104-Community Redevelopment

Downtown improvements are funded through property tax revenue which is expendable only within the downtown area. For FY 2022-23 the primary focus is the addition of an Electric Vehicle Charging station (\$70,000) and East Granada Utility Undergrounding (\$60,000).

Fund 107-Stormwater Drainage Improvements

FY 2022-23 projects include the continuation of the Stormwater Piping Replacement project (\$500,000), Stormwater Construction (\$250,000) and Vehicle Replacements (\$100,000).

Fund 110-Economic Development Improvement

Business Park Drive Phase II (\$1,112,000) is planned contingency upon funding from FDOT.

Fund 301-General Improvement Fund

Projects included for FY 2022-23 are North Ridgewood Avenue Sidewalks funded by CDBG funds (\$151,165), replacement of the Police Department roof (\$345,000), and the Performing Arts Center Renovations (\$1,630,000).

Fund 302-General Vehicle and Equipment Replacement

The FY 2022-23 plan includes the replacement of five Public Works vehicles and one Leisure Service vehicle (\$299,000).

Fund 305-Public Safety Vehicle and Equipment Replacement

The FY 2022-23 plan includes the replacement of six Patrol Vehicles, two Special Unit vehicles and one motorcycle (\$435,000) and the replacement of the Brush Truck (\$175,000). The plan also includes one Patrol Vehicle (\$55,000) for a newly added position. *Equipment below the CIP threshold will be included as part of the annual operating budget.*

Fund 308-Transportation

Transportation projects include Neighborhood Traffic Calming (\$50,000), Railroad Crossings (\$100,000), Road Rehabilitation (\$750,000), Street Light and Traffic Signal Maintenance (\$109,400), Sidewalk Repairs & Replacements (\$302,500) and Opticom Equipment (\$60,000).

Fund 317-Facility Renewal and Replacement

For FY 2022-23, projects include Bailey Riverbridge Roof Replacement (\$45,000), Outdoor Fitness Station at Nova Community Center (\$97,000), Rental Pavilion Replacement at SONC (\$65,000) and Shell Parking Lot Refurbishment (\$51,000). *Projects below the CIP threshold will be included as part of the annual operating budget.*

Fund 408-Water & Wastewater Vehicle and Equipment Replacement

The FY 2022-23 plan includes the replacement of four vehicles plus two additional vehicles for two newly added positions. (\$368,000).

Fund 409-Water and Wastewater System Improvements

FY 2022-22 includes annual recurring projects (\$2,958,000 total) such City-wide Meter Replacement, General Facility and System Upgrades, Lift Station Rehabilitation, Meter Installation, PEP Tank Replacement, Sanitary Sewer Inflow Infiltration (\$300,000) and Water Storage Tank Repairs. Non-recurring projects (\$6,374,000) include Reclaimed Water Storage, Shadow Crossings Reuse Pump Facility, Water Reclamation Facility, WTP Filter Media Replacement and WTP Replacement of Lime Softening Filters.

Fund 434 & 435-Water & Wastewater Impact Fees

The FY 2022-23 plan includes design of the Airport Road Reclaim Water Main (\$150,000), Hudson Wellfield Expansion Design (\$300,000), WRF Ultraviolet Disinfection (\$2,700,000) and Septic to Sewer Conversion (\$1,600,000).

Board Recommendations

The Quality of Life Board will review projects in the areas of Beautification, Recreation and Cultural Improvements and Facilities Renewal and Replacement on June 2nd.

The Aviation Advisory Board reviewed Airport projects within the CIP on May 23rd and voted unanimously to recommend the projects as presented.

Ormond Main Street reviewed the CIP and accepted it as presented.

Operating Expenditures

During the capital improvement process, additional staffing requirements and ongoing operating expenses are identified for inclusion in the appropriate department's operating budget. No significant increases in operating revenue or expenditures are anticipated as a result of capital projects. Below is a matrix, by fund, detailing the additional annual operating expenditures anticipated if the identified capital projects were not funded.

Category	Total
Community Redevelopment	\$250,000
Stormwater	350,000
Airport	200,000
Economic Development	50,000
General Improvements	250,000
General Vehicles	0
Transportation	300,000
Facilities Renewal and Replacement	50,000
Water & Wastewater	500,000
Solid Waste	15,000

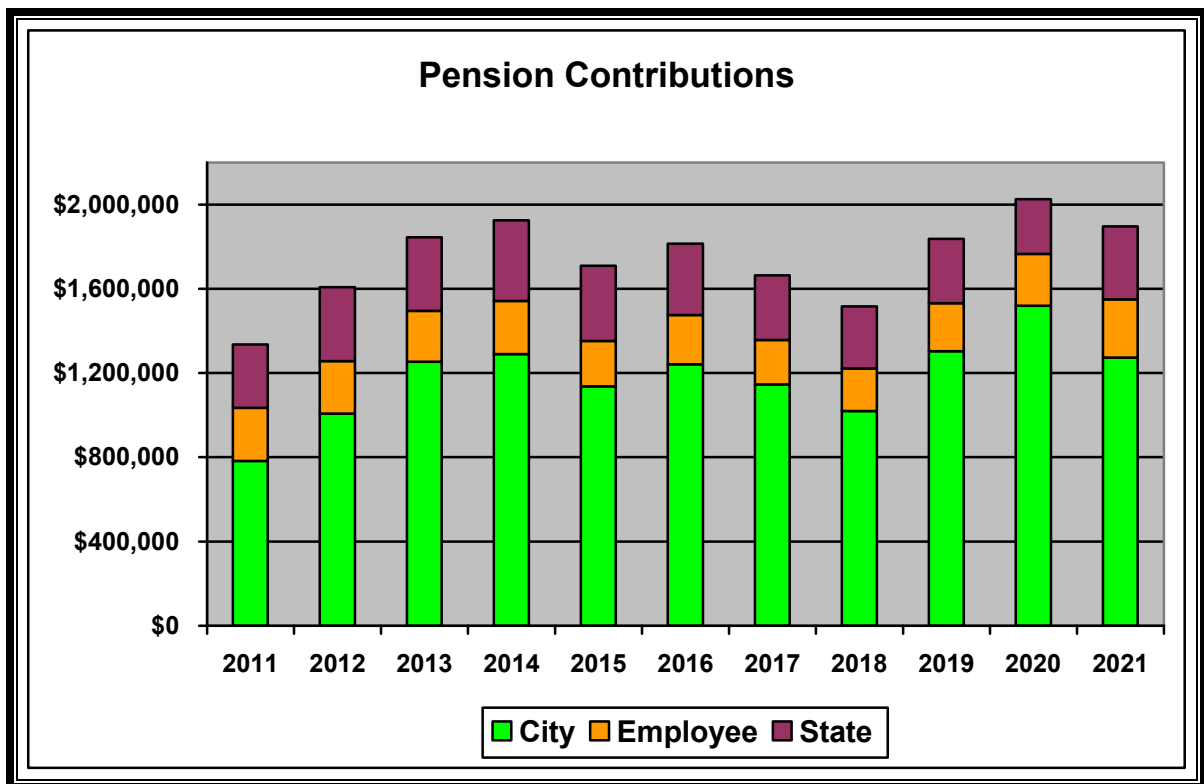
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**CITY OF ORMOND BEACH, FLORIDA
MUNICIPAL FIREFIGHTERS' RETIREMENT TRUST
REVENUES BY SOURCE
LAST TEN FISCAL YEARS
SEPTEMBER 30, 2021
(In Thousands)**

Revenues by Source

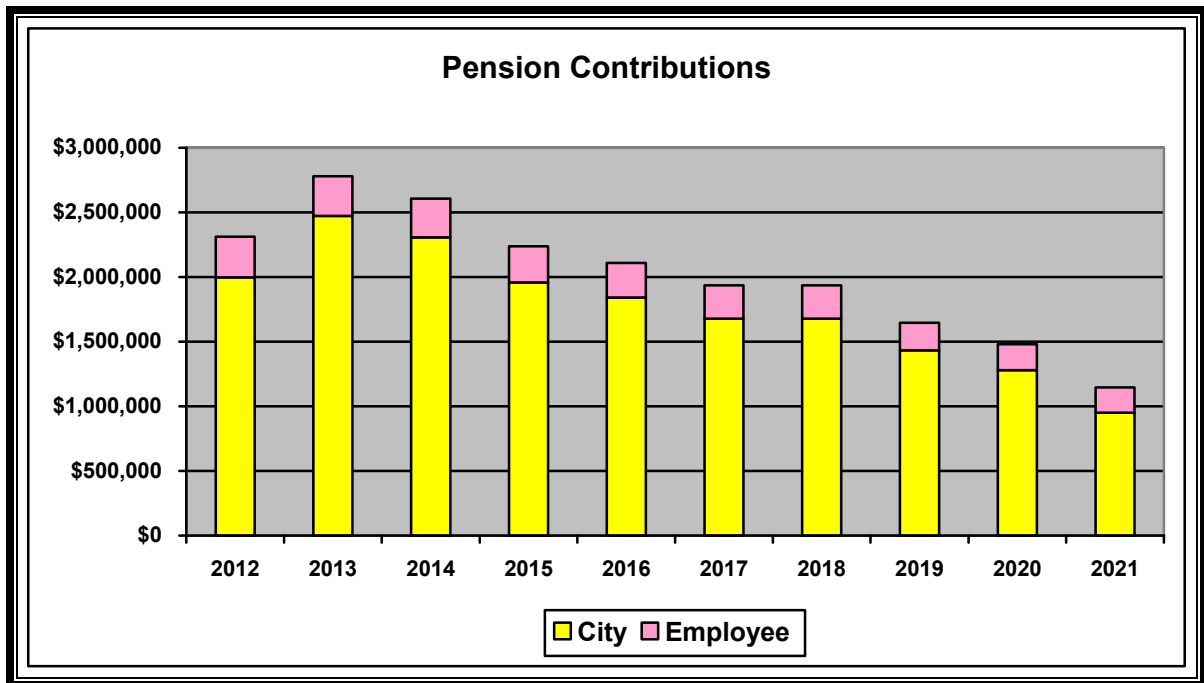
Fiscal Year Ended	Employee Contributions	Employer Contributions	State Contributions	Investment Income	Other	Total
2012	250	1,007	351	3,027	-	4,635
2013	241	1,254	349	2,505	-	4,349
2014	252	1,290	383	2,473	-	4,398
2015	216	1,136	358	(399)	-	1,311
2016	235	1,241	338	2,036	-	3,850
2017	212	1,145	306	3,046	-	4,709
2018	203	1,019	295	3,046	-	4,563
2019	228	1,303	306	921	-	2,758
2020	246	1,520	259	2,423	-	4,448
2021	277	1,273	346	6,283	-	8,179



**CITY OF ORMOND BEACH, FLORIDA
GENERAL EMPLOYEES PENSION
REVENUES BY SOURCE
LAST TEN FISCAL YEARS
SEPTEMBER 30, 2021
(In Thousands)**

Revenues by Source

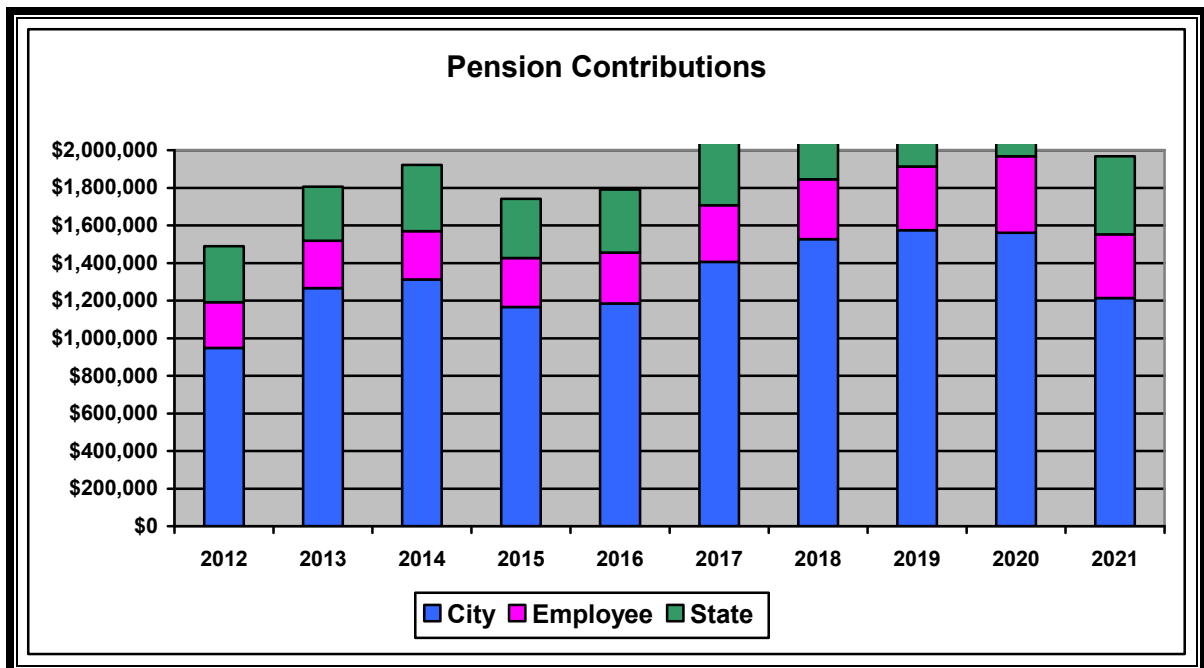
Fiscal Year Ended	Employee Contributions	Employer Contributions	Investment Income	Total
2012	313	1,998	5,430	7,741
2013	307	2,473	4,484	7,264
2014	298	2,308	4,408	7,014
2015	280	1,958	(584)	1,654
2016	268	1,842	3,480	5,590
2017	258	1,677	5,035	6,970
2018	258	1,677	5,035	6,970
2019	212	1,433	1,501	3,146
2020	201	1,280	3,775	5,256
2021	195	950	10,348	11,493



**CITY OF ORMOND BEACH, FLORIDA
MUNICIPAL POLICE OFFICERS' RETIREMENT TRUST
REVENUES BY SOURCE
LAST TEN FISCAL YEARS
SEPTEMBER 30, 2021
(In Thousands)**

Revenues by Source

Fiscal Year Ended	Employee Contributions	Employer Contributions	State Contributions	Investment Income	Total
2012	243	948	298	3,878	5,367
2013	251	1,267	288	3,080	4,886
2014	258	1,312	351	3,049	4,970
2015	260	1,166	315	(472)	1,269
2016	272	1,184	334	2,355	4,145
2017	302	1,406	343	5,432	7,483
2018	318	1,527	379	3,475	5,699
2019	338	1,575	407	978	3,298
2020	406	1,561	411	2,849	5,227
2021	340	1,213	415	7,218	9,186



**CITY OF ORMOND BEACH, FLORIDA
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS
SEPTEMBER 30, 2021**

Fiscal Year	Population⁽¹⁾	Personal Income (In thousands)	Per Capita Personal Income⁽²⁾	Median Age⁽³⁾	Unemployment Rate⁽⁵⁾
2012	38,376	1,284,637	33,475	45.8	7.40%
2013	38,557	1,336,424	34,661	46.1	5.50%
2014	39,455	1,376,980	34,900	46.3	5.00%
2015	40,013	1,447,230	36,169	46.6	5.00%
2016	40,366	1,541,860	38,197	46.6	5.20%
2017	40,722	1,591,660	39,086	47.0	3.70%
2018	42,816	1,427,314	33,336	51.0	3.20%
2019	43,475	1,503,322	34,579	51.5	3.20%
2020	43,759	1,523,645	34,819	50.8	5.90%
2021	44,043	1,533,533	34,819	50.2	4.30%

Sources: (1) Bureau of Economic and Business Research, University of Florida
Metropolitan Statistical Area
(3) Volusia County, Florida
(4) Bureau of Labor Statistics

Source: City of Ormond Beach Finance Department

CITY OF ORMOND BEACH, FLORIDA
 PRINCIPAL EMPLOYERS
 CURRENT YEAR AND TEN YEARS AGO
 SEPTEMBER 30, 2021

Fiscal Year 2021			Fiscal Year 2012		
Employer	Number of Employees	Percent of Total Employment	Employer	Number of Employees	Percent of Total Employment
Volusia County School Board	7,977	3.06	Board	7,929	3.13
Adventhealth System	6,448	2.47	Divisions	4,248	1.68
Halifax Community Health	4,000	1.53	Halifax Community Health	3,957	1.56
Publix Supermarkets, Inc.	3,795	1.45	Walmart	3,160	1.25
County of Volusia	3,305	1.27	County of Volusia	3,100	1.22
Walmart Associates, Inc.	3,248	1.24	Incorporated	2,486	0.98
State of Florida	2,743	1.05	State of Florida	2,361	0.93
Embry Riddle Aeronautical University	1,628	0.62	Daytona State College	1,797	0.71
Amazon	1,500	0.57	U.S Government	1,422	0.56
			Embry Riddle Aeronautical		
Daytona State College	1,383	0.53	University	1,176	0.46
Total	36,027	13.79	Total	31,636	12.48
Estimated total workforce	261,059		Estimated total workforce	253,550	

Note: No statistics are kept on primary employers within the City of Ormond Beach, Florida

Sources: County of Volusia, Department of Economic Development (Latest Available Data)
 Labor Market Statistics, Florida Research and Economic Database

CITY OF ORMOND BEACH, FLORIDA
OPERATING INDICATORS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS
SEPTEMBER 30, 2021

	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Police										
Number of traffic citations issued	6,669	7,626	8,906	9,281	6,803	7,551	8,237	7,509	9,814	7,475
Number of offense reports	6,448	5,923	6,713	6,568	8,834	7,326	7,501	7,064	7,025	6,956
Number of calls for service	70,124	75,266	54,949	65,390	83,083	83,098	87,867	93,102	84,485	82,713
Fire										
Emergency fire responses	3,299	3,065	2,790	3,045	5,600	2,120	2,025	2,120	2,090	1,750
Emergency rescue responses (ALS/BLS)	4,435	4,119	4,411	4,796	6,800	5,300	5,424	5,227	4,577	4,872
Education classroom presentations	31	5	50	64	86	98	75	47	61	102
Education (not included in reporting entity)										
Kindergarten-Grade 5 students	2,995	2,980	2,940	2,892	2,931	2,899	2,899	2,857	2,857	2,836
Grades 6-8 students	1,265	1,260	1,054	1,006	1,048	1,022	1,022	1,108	1,108	1,100
Airport	-									
Fixed based operator	14	13	13	12	11	10	10	10	10	12
Flight School	3	3	3	2	2	5	2	3	2	3
Based aircraft	144	140	142	175	163	140	180	177	169	171
Total 12 hour, operations	105,143	112,677	100,877	100,173	116,165	109,000	108,689	118,929	124,769	130,770
Water treatment plants										
Jefferson Street Plant:										
Design capacity	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD	12.00 MGD
Current production rate	5.54 MGD	5.93 MGD	5.93 MGD	5.93 MGD	5.93 MGD	5.93 MGD	5.73 MGD	5.29 MGD	5.27 MGD	5.38 MGD
Number of water utility connections	23,923	23,638	23,465	22,793	21,905	21,905	21,661	21,444	21,248	21,162
Solid waste system										
Number of solid waste disposal customers	17,617	17,214	17,501	17,284	17,066	16,868	16,672	16,457	16,333	16,262
Number of active participating recycling program (units)	16,834	16,704	16,667	17,017	16,302	16,105	17,321	17,126	16,998	16,905
Water pollution control plants										
Orchard Street Plant:										

GLOSSARY

Accounting Basis- Method used to determine when revenues and expenses (with associated assets and liabilities) are recognized in the accounts of a firm, and reported in its financial statements. In accrual basis accounting, for example, revenues are recognized when earned and expenses are recognized when incurred, whether or not any cash is received or paid. In cash basis accounting, however, revenues and expenses are recognized only when cash is received or paid, irrespective of the timing of actual sales or purchases.

Accrual- A basis of accounting in which revenues are recognized when they are measurable and earned and expenditures are recorded when incurred.

Appropriation- Authorization by the City Commission that allows expenditures to be made on behalf of the City against governmental resources.

Audit- An examination of internal controls and financial statements.

Balance Sheet- A statement which presents the financial position of an entity as of a specified date.

Budget- A financial plan or proposed revenues and expenditures for a specified period of time (usually one year).

Budgetary Accounting- Used by governments where a formal budget is adopted through an extensive approval process as an expression of public policy. The budget is a statement of financial intent indicating how the government plans to raise revenue and expend its resources.

Budget Calendar- The schedule of key dates or milestones, which the City follows in the preparation and adoption of the budgets.

Budget Deficit- A budget in which expenditures exceed the projected funds available.

CAFR- (comprehensive annual financial report) a standard accounting requirement followed by local and state governments to show how tax money is spent. The report serves several purposes which also help explain various aspects of government activity for taxpayers.

Capital Expenditures- Expenditures for items which exceed \$25,000 in value and have a useful life of 1 year or more.

Capital Projects- Have long range returns, useful life spans, are relatively expensive, and have physical presence such as buildings, roads, sewage systems, water systems, etc.

CIP- (capital improvement project) New or continued and approved capital projects for the maintenance or improvement of city assets.

Committed- Fund balance classification that can only be used for a specific purpose pursuant to constraints imposed by formal action of the government's highest level of decision making authority.

Debt Service- The City's obligation to pay principal and interest according to a predetermined schedule.

Debt Service Fund- The funds created to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Department- A major organizational unit that indicates management responsibility for a group of related operations.

DEP- (Florida Department of Environmental Protection) Florida agency devoted to environmental management and stewardship. Florida's environmental priorities include achieving regulatory certainty, consistency and protection, and achieving the highest water quality.

Depreciation- The periodic expiration of an asset's useful life. Depreciation is a requirement in proprietary-type funds, such as enterprise and internal service funds. It is not used in any other fund. Depreciation is a non-cash expense and while it is recorded in the annual financial statements, it is not budgeted.

Encumbrances- Commitments against an appropriation.

EPA- (Environmental Protection Agency) an independent federal agency, created in 1970, that sets and enforces rules and standards that protect the environment and control pollution.

Enterprise Fund- The funds established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Estimated Revenues- Projections of funds to be received during the fiscal year.

FAA- (Federal Aviation Administration) is a component of the U.S. Department of Transportation that sets standards for the air-worthiness of all civilian aircraft, inspects and licenses them and regulates civilian and military air traffic control centers.

FDOT- (Florida Department of Transportation) a decentralized agency charged with the establishment, maintenance, and regulation of public transportation in the state of Florida.

Franchise Fees- Fees levied on a corporation in return for granting privilege, sanctioning a monopoly, or permitting the use of public property, usually subject to regulation.

Fund Balance- The amount by which assets exceed liabilities.

GIS- (geographic information system) allows the city's users to produce maps from the existing GIS with integrated information from the data base of the primary mini-computer application.

Impact Fees- A connection's contribution toward its equitable share of the cost of capital improvements required to serve new customers.

Interfund Transfers- Amounts transferred from one fund to another.

Intergovernmental Revenues- Revenues received from another government.

Internal Service Funds- The funds established for the financing of goods or services provided by one department to other departments within the City on a cost reimbursement basis. Examples are the Data Processing Fund and the Insurance Fund.

LAN- (local area network) a computer network covering a small local area, such as a home or office.

Levy- Imposed taxes, special assessments, or service charges.

MGD- (million gallons per day) a measurement standard for city owned water treatment pumps.

Modified Accrual Method- Method under which revenues are recognized in the period they become available and measurable, and expenditures are recognized in the period the associated liability is incurred. Most government accounting follows this method.

NPDES- (national pollution discharge elimination system) a national program under Section 402 of the Clean Water Act for regulation of discharges of pollutants from point sources to waters of the United States. Discharges are illegal unless authorized by an NPDES permit.

OBPAC- (Ormond Beach Performing Arts Center) consists of an auditorium, rehearsal room, studio and music rooms for city sponsored groups, professional theater and musical productions.

Operating Expenditures- Ongoing expenditures that are not wages, benefits or capital in nature.

Ordinance- A formal legislative enactment by the governing board of a municipality.

Personal Property- Livestock, commercial equipment and furnishings, attachments to mobile homes, railroad cars, and similar possessions that are taxable under State law.

Real Property- Land and the buildings and other structures attached to it that are taxable under state law.

Reserved- Indicates that a portion of fund balance is restricted for a specific purpose.

Roll back tax rate- The tax rate that generates the same amount of revenue as the prior year exclusive of gains from new construction.

SOH- (save our homes) an amendment to the Florida Constitution that mandates that the assessed value of your Homestead property can increase by no more than 3% above last year's assessed value (or the consumer price index, whichever is less).

Special Revenue Fund- Account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

State Revenue Sharing- Allocations to municipalities from a trust fund primarily supported by State cigarette and motor fuel taxes.

Taxable Value- Assessed value of property minus any exceptions, which may be applicable.

Tax Base- The total property valuations on which each taxing agency levies its tax rates.

Tentative Millage- The tax rate adopted at the first public hearing of a taxing agency. Under State law, the agency may reduce, but not increase, the tentative millage during the second budget hearing.

Truth in Millage- State law establishing mandatory procedures, including advertising requirements and the holding of public hearings, for adoption of budgets and tax rates.

Unassigned- Fund balance classification that has not been assigned to other fund balance classifications.

Utility Tax- Municipal charges levied by the City in each and every purchase of a public service within the corporate limits of the City. Public service is electricity, gas, fuel oil, water, and telephone service.

WAN- (wide area network) a large, integrated computer network with multiple access points and users. An example would be the World Wide Web.

Cost Allocation Plan FY 2022-23

Allocation of General Fund Costs to Other Funds through interfund transfer

						General Fund Police Department Budget Allocated based on estimated cost to secure assets 0.5%	General Fund Fire Department Budget Allocated based on estimated time spent on flow testing & hydrant maintenance 2.0%	General Fund Planning Department Budget Allocated based on estimated cost of development review plus Avolve 15.0%	Total General Fund Costs Allocated to Other Funds				
General Fund Administration Budget (Commission, City Manager, Legal, Support Services) Allocation based on % of agenda items		General Fund Finance and Human Resources Budget Allocation based on # of employees		General Fund Information Technology Munis/Energov									
Amount to be allocatec		\$	2,464,221	\$	1,587,011	\$	1,515,518	\$	11,141,759	\$	6,731,586	\$	796,727
Allocation of costs to:													
Stormwater	4.0%	98,569	2.2%	35,267	0.0%	-	NA	NA	NA	NA	133,836	Stormwater	
Airport	0.5%	12,321	0.3%	4,408	0.0%	-	NA	NA	NA	NA	16,729	Airport	
General Capital Improvements	1.0%	24,642	0.0%	-	0.0%	-	NA	NA	NA	NA	24,642	General Capital Improvements	
Transportation	8.0%	197,138	0.0%	-	0.0%	-	NA	NA	NA	NA	197,138	Transportation	
Water/Wastewater Operating	15.0%	369,633	17.8%	282,135	35.0%	530,431	55,709	134,632	119,509	1,492,049	Water/Wastewater Operating		
Solid Waste	1.0%	24,642	0.6%	8,817	0.6%	8,420	NA	NA	NA	33,459	Solid Waste		

Allocation of Engineering Costs to Other Funds through department charge

	General Fund Engineering Budget Allocation based on average CIP budget	
Amount to be allocated	\$	1,201,983
Planning	2.00%	24,040
Streets	2.00%	24,040
Parks	2.00%	24,040
Building	2.00%	24,040
Leisure Services	2.00%	24,040
Airport	1.00%	12,020
		132,218
Allocation of costs to:		
Downtown Redevelopment	1.07%	11,461
Stormwater	7.01%	74,939
Transportation	11.31%	120,951
Water/Wastewater R&R	80.62%	862,414
Solid Waste	0.00%	-
		1,069,765
12,133,900		1,201,983

Allocation of Water/Wastewater Utility Billing Costs to Other Funds through interfund transfer

	Water/Wastewater Utility Billing Costs (Excluding Meter Reading Costs) Allocation based on Fund Revenues to Total Revenue	
Amount to be allocated	\$	1,154,086
Allocation of costs to:		
Stormwater	7.61%	87,805
Solid Waste	29.29%	338,083
Cost Allocation for Utility Billing Services		
Budget 40151302		2,467,103.00
Less: Professional Services		-945108
Less: Meter Reading Personnel Costs		(319,745.00)
Less: Vehicle Costs		(37,964.00)
Less: Equipment Repairs		(8,700.00)
Less: Uniforms/Clothing		(1,500.00)
Total to Allocate		1,154,086.00
Stormwater Revenue	2,525,500.00	7.61%
Solid Waste Revenue	9,724,200.00	29.29%
Water/WW Revenue	20,945,000.00	63.10%
	33,194,700.00	
Transfer from Stormwater to Water/Wastewater	87,804.50	
Transfer from Solid Waste to Water/Wastewater	338,082.98	

Investment Policy City of Ormond Beach, Florida

**Approved By City Council
April 16, 2013**

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Investment Policy of the City of Ormond Beach, Florida

I. PURPOSE

The purpose of this Investment Policy (hereinafter “Policy”) is to set forth the investment objectives and parameters for the management of the funds of the City of Ormond Beach, Florida, (hereinafter the “City”). This Policy is designed to ensure the prudent management of public funds, the availability of operating and capital funds when needed, and an investment return competitive with comparable funds and financial market indices.

II. SCOPE

In accordance with Section 218.415, Florida Statutes, this Policy applies to all cash and investments held or controlled by the City and shall be identified as “general operating funds” of the City with the exception of the City’s Pension Funds and funds related to the issuance of debt where there are other existing policies or indentures in effect for such funds. Additionally, any future revenues, which have statutory investment requirements conflicting with this Policy and funds held by state agencies (e.g., Department of Revenue), are not subject to the provisions of this Policy.

III. INVESTMENT OBJECTIVES

Safety of Principal

The foremost objective of this investment program is the safety of the principal of those funds within the portfolios. Investment transactions shall seek to keep capital losses at a minimum, whether they are from securities defaults or erosion of market value. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Maintenance of Liquidity

The portfolios shall be managed in such a manner that funds are available to meet reasonably anticipated cash flow requirements in an orderly manner. Periodical cash flow analyses will be completed in order to ensure that the portfolios are positioned to provide sufficient liquidity.

Return on Investment

The portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. However, return is attempted through active management where the adviser utilizes a total return strategy (which includes both realized and unrealized gains and losses in the portfolio). This total return strategy seeks to increase the value of the portfolio through reinvestment of income and capital gains. The

core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Despite this, an Investment Manager(s) may trade to recognize a loss from time to time to achieve a perceived relative value based on its potential to enhance the total return of the portfolio.

IV. DELEGATION OF AUTHORITY

In accordance with the City's Charter, the responsibility for providing oversight and direction in regard to the management of the investment program resides with the City's Manager. Responsibility for the administration of the investment program is hereby delegated by the City Manager to the Finance Director, who shall maintain an Investment Procedures and Internal Controls Manual based on this Policy. The Finance Director shall be responsible for monitoring internal controls, administrative controls and to regulate the activities of the City's staff involved with the investment program. The City may employ an Investment Advisor(s) to assist in managing some of the City's portfolios. Such Investment Advisor(s) must be registered under the Investment Advisors Act of 1940.

V. STANDARDS OF PRUDENCE

The standard of prudence to be used by investment officials shall be the "Prudent Person" standard and shall be applied in the context of managing the overall investment program. Investment officers acting in accordance with written procedures and this investment Policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectation are reported to the City Council in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this Policy. The "Prudent Person" rule states the following:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived from the investment.

While the standard of prudence to be used by investment officials who are officers or employees is the "Prudent Person" standard, any person or firm hired or retained to invest, monitor, or advise concerning these assets shall be held to the higher standard of "Prudent Expert". The standard shall be that in investing and reinvesting moneys and in acquiring, retaining, managing, and disposing of investments of these funds, the contractor shall exercise: the judgment, care, skill, prudence, and diligence under the circumstances then prevailing, which persons of prudence, discretion, and intelligence, acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of like character and with like aims by diversifying the investments of the funds, so as to minimize the risk, considering the probable income as well as the probable safety of their capital.

VI. ETHICS AND CONFLICTS OF INTEREST

Employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Also, employees involved in the investment process shall disclose to the City Manager any material financial interests in financial institutions that conduct business with the City,

and they shall further disclose any material personal financial/investment positions that could be related to the performance of the City's investment program.

VII. INTERNAL CONTROLS AND INVESTMENT PROCEDURES

The Finance Director shall establish a system of internal controls and operational procedures that are in writing and made a part of the City's operational procedures. The internal controls should be designed to prevent losses of funds, which might arise from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees. The written procedures should include reference to safekeeping, repurchase agreements, separation of transaction authority from accounting and record keeping, wire transfer agreements, banking service contracts, collateral/depository agreements, and "delivery vs. payment" procedures. No person may engage in an investment transaction except as authorized under the terms of this Policy. These procedures are intended to reduce the relatively low risk that material losses may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Independent auditors as a normal part of the annual financial audit to the City shall conduct a review of the system of internal controls to ensure compliance with policies and procedures.

VIII. CONTINUING EDUCATION

The Finance Director, management designee and/or appropriate staff shall annually complete 8 hours of continuing education in subjects or courses of study related to investment practices and products.

IX. AUTHORIZED INVESTMENT INSTITUTIONS AND DEALERS

Authorized City staff and Investment Advisor(s) shall only purchase securities from financial institutions, which are Qualified Institutions by the City or institutions designated as "Primary Securities Dealers" by the Federal Reserve Bank of New York. Authorized City staff and Investment Advisor(s) shall only enter into repurchase agreements with financial institutions that are Qualified Institutions and Primary Securities Dealers as designated by the Federal Reserve Bank of New York.

The City's Investment Advisor(s) shall utilize and maintain its own list of approved primary and non-primary securities dealers.

The Finance Director and/or the management designee shall maintain a list of financial institutions and broker/dealers that are approved for investment purposes and only firms meeting the following requirements will be eligible to serve as Qualified Institutions:

- 1) regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule);
- 2) Capital of no less than \$10,000,000;
- 3) registered as a dealer under the Securities Exchange Act of 1934;
- 4) member of the National Association of Dealers (NASD);
- 5) registered to sell securities in Florida; and
- 6) the firm and assigned broker have been engaged in the business of effecting transactions in U.S. government and agency obligations for at least five (5) consecutive years.

All brokers, dealers and other financial institutions deemed to be Qualified Institutions shall be provided with current copies of the City's Investment Policy. A current audited financial statement is required to be on file for each financial institution and broker/dealer with which the City transacts business.

X. MATURITY AND LIQUIDITY REQUIREMENTS

To the extent possible, an attempt will be made to match investment maturities with known cash needs and anticipated cash flow requirements. .

Investments shall have a term appropriate to the need for funds and in accordance with debt covenants, but in no event shall exceed five (5) years.

XI. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS

After the Finance Director or management designee and the Investment Advisor(s) has determined the approximate maturity date based on cash flow needs and market conditions and has analyzed and selected one or more optimal types of investments, a minimum of three (3) Qualified Institutions and/or Primary Dealers must be contacted and asked to provide bids/offers on securities in questions. Bids will be held in confidence until the bid deemed to best meet the investment objectives is determined and selected.

However, if obtaining bids/offers are not feasible and appropriate, securities may be purchased utilizing the comparison to current market price method on an exception basis. Acceptable current market price providers include, but are not limited to:

- A. Telerate Information System
- B. Bloomberg Information Systems
- C. Wall Street Journal or a comparable nationally recognized financial publication providing daily market pricing
- D. Daily market pricing provided by the City's custodian or their correspondent institutions

The Finance Director and the Investment Advisor(s) shall utilize the competitive bid process to select the securities to be purchased or sold. Selection by comparison to a current market price, as indicated above, shall only be utilized when, in judgment of the Finance Director and the Investment Advisor(s), competitive bidding would inhibit the selection process.

Examples of when this method may be used include:

- A. When time constraints due to unusual circumstances preclude the use of the competitive bidding process
- B. When no active market exists for the issue being traded due to the age or depth of the issue
- C. When a security is unique to a single dealer, for example, a private placement
- D. When the transaction involves new issues or issues in the "when issued" market

Overnight sweep investments or repurchase agreements will not be bid, but may be placed with the City's depository bank relating to the demand account for which the sweep investments or repurchase agreement was purchased.

XII. AUTHORIZED INVESTMENTS AND PORTFOLIO COMPOSITION

Investments should be made subject to the cash flow needs and such cash flows are subject to revisions as market conditions and the City's needs change. However, when the invested funds are needed in whole or in part for the purpose originally intended or for more optimal investments, the Finance Director or management designee may direct the Investment Advisor(s) to sell the investment at the then-prevailing market price and place the proceeds into the proper account at the City's custodian.

The following are the investment requirements and allocation limits on security types, issuers, and maturities as established by the City. The Finance Director or management designee shall have the option to further restrict investment percentages from time to time based on market conditions, risk and diversification investment strategies. The percentage allocations requirements for investment types and issuers are calculated based on the original cost of each investment. Investments not listed in this Policy are prohibited.

In the event of a ratings downgrade of a security, the Investment Advisor(s) shall notify the Finance Director within five business days of such a decline in the required rating. The Investment Advisor(s) and the Finance Director will review the individual facts and circumstances of the situation and determine an appropriate course of action.

The allocation limits and security types do not apply to the investment of debt proceeds. These investments shall be governed by the debt covenant included in the debt instrument.

Security Type	Minimum Rating Requirement	Maturity Limits	Maximum Allocation Limit	Maximum Issuer Limit
United States Government Securities	N/A	5 Years	100%	N/A
United States Government Agencies (full faith and credit of the United States Government)	N/A	5 Years	50%	25%
Federal Instrumentalities (United States Government Sponsored Enterprises (“GSE”) which are non-full faith and credit).*	N/A	5 Years	80%	40%
Mortgage-Backed Securities (MBS) *	N/A	5 Years	20%	15%
Non-Negotiable Interest Bearing Time Certificates of Deposit	N/A	1 Years	50%	25%
Repurchase Agreements	N/A	60 Days	50%	25%
Commercial Paper	P-1/A-1	270 Days	25%	15%
Corporate Notes	single “A” category by any two NRSROs	5 Years	25%	5%
Bankers’ Acceptances	P-1/A-1	180 Days	35%	20%
State and/or Local Government Taxable and/or Tax-Exempt Debt	Single “A” category by two NRSROs	5 Years	20%	20%
Registered Investment Companies (Money Market Mutual Funds)	AAAm	N/A	50%	25%
Intergovernmental Investment Pool	AAA	N/A	25%	N/A
Florida PRIME	AAAm	N/A	25%	N/A

*The combined total of available funds invested in Federal Instrumentalities and Mortgage- Backed Securities cannot be more than 80%.

A. United States Government Securities

1. Purchase Authorization

Authorized Staff may invest in negotiable direct obligations, or obligations the principal and interest of which are unconditionally guaranteed by the United States Government. Such securities will include, but not be limited to the following:

Cash Management Bills
Treasury Securities – State and Local Government Series (SLGS)
Treasury Bills
Treasury Notes
Treasury Bonds
Treasury Strips

2. Portfolio Composition

A maximum of 100% of available funds may be invested in the United States Government Securities.

3. Maturity Limitations

The length to maturity of any direct investment in the United States Government Securities is five (5) years from the date of purchase.

B. United States Government Agencies (full faith and credit of the United States Government)

1. Purchase Authorization

Authorized Staff may invest in bonds, debentures or notes issued or guaranteed by the United States Government agencies, provided such obligations are backed by the full faith and credit of the United States Government. Such securities will include, but not be limited to the following:

- Government National Mortgage Association (GNMA)
- United States Export – Import Bank
 - Direct obligations or fully guaranteed certificates of beneficial ownership
- Farmer Home Administration
 - Certificates of beneficial ownership
- Federal Financing Bank
 - Discount notes, notes and bonds
- Federal Housing Administration Debentures
- General Services Administration
- New Communities Debentures
 - United States Government guaranteed debentures
- United States Public Housing Notes and Bonds
 - United States Government guaranteed public housing notes and bonds
- United States Department of Housing and Urban Development
 - Project notes and local authority bonds

2. Portfolio Composition

A maximum of 50% of available funds may be invested in United States Government agencies.

3. Limits on Individual Issuers

A maximum of 25% of available funds may be invested in individual United States Government agencies.

4. Maturity Limitations

The length to maturity for an investment in any United States Government agency security is five (5) years from the date of purchase.

C. Federal Instrumentalities (United States Government Sponsored Enterprises (“GSE”) which are non-full faith and credit).

1. Purchase Authorization

Authorized Staff may invest in bonds, debentures or notes issued or guaranteed by United States Government Sponsored Enterprises (Federal Instrumentalities which are non-full faith and credit agencies) limited to the following:

Federal Farm Credit Bank (FFCB)
 Federal Home Loan Bank or its District banks (FHLB)
 Federal National Mortgage Association (FNMA)
 Federal Home Loan Mortgage Corporation (Freddie-Macs) including Federal Home Loan Mortgage Corporation participation certificates

2. Portfolio Composition

A maximum of 80% of available funds may be invested in Federal Instrumentalities. The combined total of available funds invested in Federal Instrumentalities and Mortgage-Backed Securities cannot be more than 80%.

3. Limits on Individual Issuers

A maximum of 40% of available funds may be invested in any one issuer.

4. Maturity Limitations

The length to maturity for an investment in any Federal Instrumentality is five (5) years from the date of purchase.

D. Mortgage-Backed Securities (MBS)

1. Purchase Authorization

Authorized Staff may invest in mortgage-backed securities (MBS) which are based on mortgages that are guaranteed by a government agency or GSE for payment of principal and a guarantee of timely payment.

2. Portfolio Composition

A maximum of 20% of available funds may be invested in MBS. The combined total of available funds invested in Federal Instrumentalities and Mortgage Backed Securities cannot be more than 80%.

3. Limits of Individual Issuers

A maximum of 15% of available funds may be invested with any one issuer.

4. Maturity Limitations

A maximum length to maturity for an investment in any MBS is five (5) years from the date of purchase.

The maturity of mortgage securities shall be considered the date corresponding to its average life. This date reflects the point at which an investor will have received back half of the original principal (face) amount. The average life may be different from the stated legal maturity included in a security's description.

E. Non-Negotiable Interest Bearing Time Certificates of Deposit

1. Purchase Authorization

Authorized Staff may invest in non-negotiable interest bearing time certificates of deposit or savings accounts in banks organized under the laws of this state and/or in national banks organized under the laws of the United States and doing business and situated in this state, provided that any such deposits are secured by the Florida Security for Public Deposits Act, Chapter 280, Florida Statutes.

2. Portfolio Composition

A maximum of 50% of available funds may be invested in non-negotiable interest bearing time certificates of deposit or savings accounts.

3. Limits on Individual Issuers

A maximum of 25% of available funds may be deposited with any one issuer.

4. Maturity Limitations

The maximum maturity on any certificate shall be no greater than one (1) year from the date of purchase.

F. Repurchase Agreements

1. Purchase Authorization

a. Authorized Staff may invest in repurchase agreements comprised of only those investments based on the requirements set forth by the City's Master Repurchase Agreement. All firms with whom the City enters into repurchase agreements will have in place an executed Master Repurchase Agreement with the City.

b. A third party custodian shall hold collateral for all repurchase agreements with a term longer than one (1) business day.

c. Securities authorized for collateral are negotiable direct obligations of the United States Government and Federal Instrumentalities with maturities under five (5) years and must have a mark-to-market value at a minimum of 102 percent during the term of the repurchase agreement.

Immaterial short-term deviations from 102 percent requirement are permissible only upon the approval of the Authorized Staff.

2. Portfolio Composition

A maximum of 50% of available funds may be invested in repurchase agreements with the exception of one (1) business day agreements and overnight sweep agreements.

3. Limits on Individual Issuers

A maximum of 25% of available funds may be invested with any one institution with the exception of one (1) business day agreements and overnight sweep agreements.

4. Maturity Limitations

The maximum length to maturity of any repurchase agreement is 60 days from the date of purchase.

G. Commercial Paper

1. Purchase Authorization

Authorized Staff may invest in commercial paper of any United States company that is rated, at the time of purchase, "Prime-1" by Moody's and "A-1" by Standard & Poor's (prime commercial paper). If backed by a letter of credit (LOC), the long-term debt of the LOC provider must be rated at least single "A" category by any two Nationally Recognized Statistical Rating Organizations ("NRSROs").

2. Portfolio Composition

A maximum of 25% of available funds may be directly invested in prime commercial paper.

3. Limits on Individual Issuers

A maximum of 15% of available funds may be invested with any one issuer.

4. Maturity Limitations

The maximum length to maturity for prime commercial paper shall be 270 days from the date of purchase.

H. Corporate Notes

1. Purchase Authorization

Authorized Staff may invest in corporate notes issued by corporations organized and operating within the United States or by depository institutions licensed by the United States that have a long term debt rating, at the time of purchase, at a minimum single “A” category by any two NRSROs.

2. Portfolio Composition

A maximum of 25% of available funds may be directly invested in corporate notes.

3. Limits on Individual Issuers

A maximum of 5% of available funds may be invested with any one issuer.

4. Maturity Limitations

The maximum length to maturity for corporate notes shall be five (5) years from the date of purchase.

I. Bankers’ Acceptances

1. Purchase Authorization

Authorized Staff may invest in bankers’ acceptances which are issued by a domestic bank which has at the time of purchase, an unsecured, uninsured and unguaranteed obligation rating of at least “Prime-1” by Moody’s or “A-1” by Standard & Poor’s.

2. Portfolio Composition

A maximum of 35% of available funds may be directly invested in bankers’ acceptances.

3. Limits on Individual Issuers

A maximum of 20% of available funds may be invested with any one issuer.

4. Maturity Limitations

The maximum length to maturity for bankers’ acceptances shall be 180 days from the date of purchase.

J. State and/or Local Government Taxable and/or Tax-Exempt Debt

1. Purchase Authorization

Authorized Staff may invest in state and/or local government taxable and/or tax-exempt debt, general obligation and/or revenue bonds, rated at the time of purchases, at a minimum single “A” category by any two NRSROs, or rated at least “MIG-2” by Moody’s or “SP-2” by Standard & Poor’s for short-term debt.

2. Portfolio Composition

A maximum of 20% of available funds may be invested in taxable and tax-exempt debts.

3. Limits on Individual Issuers

A maximum of 20% of available funds may be invested with any one issuer.

4. Maturity Limitations

A maximum length to maturity for an investment in any state or local government debt security is five (5) years from the date of purchase.

K. Registered Investment Companies (Money Market Mutual Funds)

1. Purchase Authorization

Authorized Staff may invest in shares in open-end and no-load money market funds provided such funds are registered under the Federal Investment Company Act of 1940 and operate in accordance with 17 C.F.R. § 270.2a-7, which stipulates that money market funds must have an average weighted maturity of 60 days or less. In addition, the share value of the money market funds must be equal to \$1.00.

2. Portfolio Composition

A maximum of 50% of available funds may be invested in money market funds.

3. Limits of Individual Issuers

A maximum of 25% of available funds may be invested with any one money market fund.

4. Rating Requirements

The money market funds shall be rated “AAAm” by Standard & Poor’s or the equivalent by another NRSRO.

5. Due Diligence Requirements

A thorough review of any money market fund is required prior to investing, and on a continual basis. There shall be a questionnaire developed by the Finance Director that will contain a list of questions that covers the major aspects of any investment pool/fund.

L. Intergovernmental Investment Pool

1. Purchase Authorization

Authorized Staff may invest in intergovernmental investment pools that are authorized pursuant to the Florida Interlocal Cooperation Act, as provided in s. 163.01, F.S.

2. Portfolio Composition

A maximum of 25% of available funds may be invested in intergovernmental investment pools.

3. Rating Requirements

The Intergovernmental Investment Pool shall be rated “AAA” by Standard & Poor’s or the equivalent by another NRSRO.

4. Due Diligence Requirements

A thorough review of any investment pool/fund is required prior to investing, and on a continual basis. There shall be a questionnaire developed by the Finance Director that will contain a list of questions that covers the major aspects of any investment pool.

M. The Florida PRIME

1. Purchase Authorization

Authorized Staff may invest in the Florida PRIME.

2. Portfolio Composition

A maximum of 25% of available funds may be invested in the Florida PRIME.

3. Rating Requirements

The Florida PRIME shall be rated “AAAm” by Standard & Poor’s or the equivalent by another NRSRO.

4. Due Diligence Requirements

A thorough review of the Florida PRIME is required prior to investing, and on a continual basis. There shall be a questionnaire developed by the Finance Director that will contain a list of questions that covers the major aspects of any investment pool/fund.

XIII. DERIVATIVES AND REVERSE REPURCHASE AGREEMENTS

Investment in any derivative products or the use of reverse repurchase agreements requires specific City Council approval prior to their use. If the City Council approves the use of derivative products, the Finance Director or management designee shall develop sufficient understanding of the derivative products and have the expertise to manage them. A “derivative” is defined as a financial instrument the value of which depends on, or is derived from, the value of one or more underlying assets or indices or asset values. If the City Council approves the use of reverse repurchase agreements or other forms of leverage, the investment shall be limited to transactions in which the proceeds are intended to provide liquidity and for which the Finance Director or management designee has sufficient resources and expertise to manage them.

XIV. PERFORMANCE MEASUREMENTS

In order to assist in the evaluation of the portfolios' performance, the City will use performance benchmarks for short-term and long-term portfolios. The use of benchmarks will allow the City to measure its returns against other investors in the same markets.

- A. Investment performance of funds designated as short-term funds and other funds that must maintain a high degree of liquidity will be compared to the return on the S&P Rated GIP Index Government 30 Day Yield. Investments of current operating funds shall have maturities of no longer than twenty-four (24) months.
- B. Investment performance of funds designated as core funds and other non-operating funds that have a longer-term investment horizon will be compared to the Merrill Lynch 1-3 Year U.S. Treasury Note Index and the portfolio's total rate of return will be compared to this benchmark. The appropriate index will have a duration and asset mix that approximates the portfolios and will be utilized as a benchmark to be compared to the portfolios' total rate of return. Investments of bond reserves, construction funds, and other non-operating funds ("core funds") shall have a term appropriate to the need for funds and in accordance with debt covenants, but in no event shall exceed five (5) years.

XV. REPORTING

The Finance Director, management designee and/or Investment Advisor(s) shall provide the City Manager with a "Quarterly Investment Report" that summarizes but not limited to the following:

- A. Recent market conditions, economic developments and anticipated investment conditions.
- B. The investment strategies employed in the most recent quarter.
- C. A description of all securities held in investment portfolios at month-end.
- D. The total rate of return for the quarter and year-to-date versus appropriate benchmarks.
- E. Any areas of the Policy concern warranting possible revisions to current or planned investment strategies. The market values presented in these reports will be consistent with accounting guidelines in GASB Statement 31.

On an annual basis, the City Manager designee shall submit to the City Council a written report on all invested funds. The annual report shall provide all, but not limited to, the following: a complete list of all invested funds, name or type of security in which the funds are invested, the amount invested, the maturity date, earned income, the book value, the market value, the yield on each investment.

The annual report will show performance on both a book value and total rate of return basis and will compare the results to the above-stated performance benchmarks. All investments shall be reported at fair value per GASB Statement 31. Investment reports shall be available to the public.

XVI. THIRD-PARTY CUSTODIAL AGREEMENTS

Securities, with the exception of certificates of deposits, shall be held with a third party custodian; and all securities purchase by, and all collateral obtained by the City should be properly designated as an asset of the City. The securities must be held in an account separate and apart from the assets of the financial institution. A third party custodian is defined as any bank depository chartered by the Federal Government, the State of Florida, or any other state or territory of the United States which has a branch or principal place of business in the State of Florida, or by a national association organized and existing under the laws of the United States which is authorized to accept and execute trusts and which is doing business in the State of Florida. Certificates of deposits will be placed in the provider's safekeeping department for the term of the deposit.

The custodian shall accept transaction instructions only from those persons who have been duly authorized by the City Manager and which authorization has been provided, in writing, to the custodian. No withdrawal of securities, in whole or in part, shall be made from safekeeping, shall be permitted unless by such a duly authorized person.

The custodian shall provide the Finance Director or management designee with safekeeping statements that provide detail information on the securities held by the custodian. On a monthly basis, the custodian will also provide reports that list all securities held for the City, the book value of holdings and the market value as of month-end.

Security transactions between a broker/dealer and the custodian involving the purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure that the custodian will have the security or money, as appropriate, in hand at the conclusion of the transaction. Securities held as collateral shall be held free and clear of any liens.

XVII. INVESTMENT POLICY ADOPTION

The Investment Policy shall be adopted by City resolution. The Finance Director and Accounting Manager shall review the Policy annually and submit recommendations to the City Manager for review and approval. If a change in the Policy is recommended for approval by the City Manager, the Finance Director will prepare the necessary report to Council.

**APPROVED AND ADOPTED BY THE CITY COUNCIL ON April 16, 2013.
RESOLUTION NUMBER**

Name: _____

Title: _____

Attachment A

Glossary of Cash and Investment Management Terms

Accrued Interest. Interest earned but which has not yet been paid or received.

Agency. See "Federal Agency Securities."

Ask Price. Price at which a broker/dealer offers to sell a security to an investor. Also known as "offered price."

Asset Backed Securities (ABS). A fixed-income security backed by notes or receivables against assets other than real estate. Generally issued by special purpose companies that "own" the assets and issue the ABS. Examples include securities backed by auto loans, credit card receivables, home equity loans, manufactured housing loans, farm equipment loans and aircraft leases.

Average Life. The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund feature is expected to be outstanding.

Bankers' Acceptance (BA's). A draft or bill of exchange drawn upon and accepted by a bank. Frequently used to finance shipping of international goods. Used as a short-term credit instrument, bankers' acceptances are traded at a discount from face value as a money market instrument in the secondary market on the basis of the credit quality of the guaranteeing bank.

Basis Point. One hundredth of one percent, or 0.01%. Thus 1% equals 100 basis points.

Bearer Security. A security whose ownership is determined by the holder of the physical security. Typically, there is no registration on the issuer's books. Title to bearer securities is transferred by delivery of the physical security or certificate. Also known as "physical securities."

Benchmark Bills: In November 1999, FNMA introduced its Benchmark Bills program, a short-term debt securities issuance program to supplement its existing discount note program. The program includes a schedule of larger, weekly issues in three- and six-month maturities and biweekly issues in one-year for Benchmark Bills. Each issue is brought to market via a Dutch (single price) auction. FNMA conducts a weekly auction for each Benchmark Bill maturity and accepts both competitive and non-competitive bids through a web based auction system. This program is in addition to the variety of other discount note maturities, with rates posted on a daily basis, which FNMA offers. FNMA's Benchmark Bills are unsecured general obligations that are issued in book-entry form through the Federal Reserve Banks. There are no periodic payments of interest on Benchmark Bills, which are sold at a discount from the principal amount and payable at par at maturity. Issues under the Benchmark program constitute the same credit standing as other FNMA discount notes; they simply add organization and liquidity to the short-term Agency discount note market.

Benchmark Notes/Bonds: Benchmark Notes and Bonds are a series of FNMA "bullet" maturities (non-callable) issued according to a pre-announced calendar. Under its Benchmark Notes/Bonds program, 2, 3, 5, 10 and 30-year maturities are issued each quarter. Each Benchmark Notes new issue has a minimum size of \$4 billion, 30-year new issues having a minimum size of \$1 billion, with re-openings based on investor demand to further enhance liquidity. The amount of non-callable issuance has allowed FNMA to build a yield curve in Benchmark Notes and Bonds in maturities ranging from 2 to 30 years. The liquidity emanating from these large size issues has facilitated favorable financing opportunities through the development of a liquid overnight and term repo market. Issues under the Benchmark program constitute the same credit standing as other FNMA issues; they simply add organization and liquidity to the intermediate- and long-term Agency market.

Benchmark. A market index used as a comparative basis for measuring the performance of an investment portfolio. A performance benchmark should represent a close correlation to investment guidelines, risk tolerance and duration of the actual portfolio's investments.

Bid Price. Price at which a broker/dealer offers to purchase a security from an investor.

Bond Market Association (BMA). The bond market trade association representing the largest securities markets in the world. In addition to publishing a Master Repurchase Agreement, widely accepted as the industry standard document for Repurchase Agreements, the BMA also recommends bond market closures and early closes due to holidays.

Bond. Financial obligation for which the issuer promises to pay the bondholder (the purchaser or owner of the bond) a specified stream of future cash flows, including periodic interest payments and a principal repayment.

Book Entry Securities. Securities that are recorded in a customer's account electronically through one of the financial markets electronic delivery and custody systems, such as the Fed Securities wire, DTC and PTC

(as opposed to bearer or physical securities). The trend is toward a certificate-free society in order to cut down on paperwork and to diminish investors' concerns about the certificates themselves. The vast majority of securities are now book entry securities.

Book Value. The value at which a debt security is reflected on the holder's records at any point in time. Book value is also called "amortized cost" as it represents the original cost of an investment adjusted for amortization of premium or accretion of discount. Also called "carrying value." Book value can vary over time as an investment approaches maturity and differs from "market value" in that it is not affected by changes in market interest rates.

Broker/Dealer. A person or firm transacting securities business with customers. A "broker" acts as an agent between buyers and sellers, and receives a commission for these services. A "dealer" buys and sells financial assets from its own portfolio. A dealer takes risk by owning inventory of securities, whereas a broker merely matches up buyers and sellers. See also "Primary Dealer."

Bullet Notes/Bonds. Notes or bonds that have a single maturity date and are non-callable.

Call Date. Date at which a call option may be or is exercised.

Call Option. The right, but not the obligation, of an issuer of a security to redeem a security at a specified value and at a specified date or dates prior to its stated maturity date. Most fixed-income calls are at par, but can be at any previously established price. Securities issued with a call provision typically carry a higher yield than similar securities issued without a call feature. There are three primary types of call options (1) European - one-time calls, (2) Bermudan - periodically on a predetermined schedule (quarterly, semi-annual, annual), and (3) American - continuously callable at any time on or after the call date. There is usually a notice period of at least 5 business days prior to a call date.

Callable Bonds/Notes. Securities, which contain an imbedded call option giving the issuer, the right to redeem the securities prior to maturity at a predetermined price and time.

Certificate of Deposit (CD). Bank obligation issued by a financial institution generally offering a fixed rate of return (coupon) for a specified period of time (maturity). Can be as long as 10 years to maturity, but most CDs purchased by public agencies are one year and under.

Collateral. Investment securities or other property that a borrower pledges to secure repayment of a loan, secure deposits of public monies, or provide security for a repurchase agreement.

Collateralization. Process by which a borrower pledges securities, property, or other deposits for securing the repayment of a loan and/or security.

Collateralized Mortgage Obligation (CMO). A security that pools together mortgages and separates them into short, medium, and long-term positions (called tranches). Tranches are set up to pay different rates of interest

depending upon their maturity. Interest payments are usually paid monthly. In “plain vanilla” CMOs, principal is not paid on a tranche until all shorter tranches have been paid off. This system provides interest and principal in a more predictable manner. A single pool of mortgages can be carved up into numerous tranches each with its own payment and risk characteristics.

Commercial Paper. Short term unsecured promissory note issued by a company or financial institution. Issued at a discount and matures for par or face value. Usually a maximum maturity of 270 days, and given a short-term debt rating by one or more NRSROs.

Convexity. A measure of a bond's price sensitivity to changing interest rates. A high convexity indicates greater sensitivity of a bond's price to interest rate changes.

Corporate Note. A debt instrument issued by a corporation with a maturity of greater than one year and less than ten years.

Counterparty. The other party in a two party financial transaction. "Counterparty risk" refers to the risk that the other party, to a transaction, will fail in its related obligations. For example, the bank or broker/dealer in a repurchase agreement.

Coupon Rate. Annual rate of interest on a debt security, expressed as a percentage of the bond's face value.

Current Yield. Annual rate of return on a bond based on its price. Calculated as (coupon rate / price), but does not accurately reflect a bond's true yield level.

Custody. Safekeeping services offered by a bank, financial institution or trust company, referred to as the “custodian.” Service normally includes the holding and reporting of the customer's securities, the collection and disbursement of income, securities settlement and market values.

Dealer. A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Delivery Versus Payment (DVP). Settlement procedure in which securities are delivered versus payment of cash, but only after cash has been received. Most security transactions, including those through the Fed Securities Wire system and DTC, are done DVP as a protection for both the buyer and seller of securities.

Depository Trust Company (DTC). A firm through which members can use a computer to arrange for securities to be delivered to other members without physical delivery of certificates. A member of the Federal Reserve System and owned mostly by the New York Stock Exchange, the Depository Trust Company uses computerized debit and credit entries. Most corporate securities, commercial paper, CDs and BAs clear through DTC.

Derivatives. For hedging purposes, common derivatives are options, futures, swaps and swaptions. All Collateralized Mortgage Obligations (“CMOs”) are derivatives. (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

Derivative Security. Financial instrument created from, or whose value depends upon, one or more underlying assets or indexes of asset values.

Designated Bond. FFCB's regularly issued, liquid, non-callable securities that generally have a 2 or 3 year original maturity. New issues of Designated Bonds are \$1 billion or larger. Re-openings of existing Designated Bond issues are generally a minimum of \$100 million. Designated Bonds are offered through a syndicate of two to six dealers. Twice each month the Funding Corporation announces its intention to issue a new Designated Bond, reopen an existing issue, or to not issue or reopen a Designated Bond. Issues under the Designated Bond

program constitute the same credit standing as other FFCB issues; they simply add organization and liquidity to the intermediate- and long-term Agency market.

Discount Notes. Unsecured general obligations issued by Federal Agencies at a discount. Discount notes mature at par and can range in maturity from overnight to one year. Very large primary (new issue) and secondary markets.

Discount Rate. Rate charged by the system of Federal Reserve Banks on overnight loans to member banks. Changes to this rate are administered by the Federal Reserve and closely mirror changes to the “fed funds rate.”

Discount Securities. Non-interest bearing money market instruments that are issued at discount and redeemed at maturity for full face value. Examples include: U.S. Treasury Bills, Federal Agency Discount Notes, Bankers' Acceptances and Commercial Paper.

Discount. The amount by which a bond or other financial instrument sells below its face value. See also “Premium.”

Diversification. Dividing investment funds among a variety of security types, maturities, industries and issuers offering potentially independent returns.

Dollar Price. A bond’s cost expressed as a percentage of its face value. For example, a bond quoted at a dollar price of 95 ½, would have a principal cost of \$955 per \$1,000 of face value.

Duff & Phelps. One of several NRSROs that provide credit ratings on corporate and bank debt issues.

Duration. The weighted average maturity of a security’s or portfolio’s cash flows, where the present values of the cash flows serve as the weights. The greater the duration of a security/portfolio, the greater its percentage price volatility with respect to changes in interest rates. Used as a measure of risk and a key tool for managing a portfolio versus a benchmark and for hedging risk. There are also different kinds of duration used for different purposes (e.g. MacAuley Duration, Modified Duration).

Fannie Mae. See “Federal National Mortgage Association.”

Fed Money Wire. A computerized communications system that connects the Federal Reserve System with its member banks, certain U. S. Treasury offices, and the Washington D.C. office of the Commodity Credit Corporation. The Fed Money Wire is the book entry system used to transfer cash balances between banks for themselves and for customer accounts.

Fed Securities Wire. A computerized communications system that facilitates book entry transfer of securities between banks, brokers and customer accounts, used primarily for settlement of U.S. Treasury and Federal Agency securities.

Fed. See “Federal Reserve System.”

Federal Agency Security. A debt instrument issued by one of the Federal Agencies. Federal Agencies are considered second in credit quality and liquidity only to U.S. Treasuries.

Federal Agency. Government sponsored/owned entity created by the U.S. Congress, generally for the purpose of acting as a financial intermediary by borrowing in the marketplace and directing proceeds to specific areas of the economy considered to otherwise have restricted access to credit markets. The largest Federal Agencies are GNMA, FNMA, FHLMC, FHLB, FFCB, SLMA, and TVA.

Federal Deposit Insurance Corporation (FDIC). Federal agency that insures deposits at commercial banks, currently to a limit of \$250,000 per depositor per bank.

Federal Farm Credit Bank (FFCB). One of the large Federal Agencies. A government sponsored enterprise (GSE) system that is a network of cooperatively-owned lending institutions that provides credit services to farmers, agricultural cooperatives and rural utilities. The FFCBs act as financial intermediaries that borrow money in the capital markets and use the proceeds to make loans and provide other assistance to farmers and farm-affiliated businesses. Consists of the consolidated operations of the Banks for Cooperatives, Federal Intermediate Credit Banks, and Federal Land Banks. Frequent issuer of discount notes, agency notes and callable agency securities. FFCB debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and agricultural industry. Also issues notes under its “designated note” program.

Federal Funds (Fed Funds). Funds placed in Federal Reserve Banks by depository institutions in excess of current reserve requirements, and frequently loaned or borrowed on an overnight basis between depository institutions.

Federal Funds Rate (Fed Funds Rate). The interest rate charged by a depository institution lending Federal Funds to another depository institution. The Federal Reserve influences this rate by establishing a “target” Fed Funds rate associated with the Fed's management of monetary policy.

Federal Home Loan Bank System (FHLB). One of the large Federal Agencies. A government sponsored enterprise (GSE) system, consisting of wholesale banks (currently twelve district banks) owned by their member banks, which provides correspondent banking services and credit to various financial institutions, financed by the issuance of securities. The principal purpose of the FHLB is to add liquidity to the mortgage markets. Although FHLB does not directly fund mortgages, it provides a stable supply of credit to thrift institutions that make new mortgage loans. FHLB debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes and callable agency securities. Also issues notes under its “global note” and “TAP” programs.

Federal Home Loan Mortgage Corporation (FHLMC or “Freddie Mac”). One of the large Federal Agencies. A government sponsored public corporation (GSE) that provides stability and assistance to the secondary market for home mortgages by purchasing first mortgages and participation interests financed by the sale of debt and guaranteed mortgage backed securities. FHLMC debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes, callable agency securities and MBS. Also issues notes under its “reference note” program.

Federal National Mortgage Association (FNMA or “Fannie Mae”). One of the large Federal Agencies. A government sponsored public corporation (GSE) that provides liquidity to the residential mortgage market by purchasing mortgage loans from lenders, financed by the issuance of debt securities and MBS (pools of mortgages packaged together as a security). FNMA debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes, callable agency securities and MBS. Also issues notes under its “benchmark note” program.

Federal Reserve Bank. One of the 12 distinct banks of the Federal Reserve System.

Federal Reserve System (the Fed). The independent central bank system of the United States that establishes and conducts the nation's monetary policy. This is accomplished in three major ways: (1) raising or lowering bank reserve requirements, (2) raising or lowering the target Fed Funds Rate and Discount Rate, and (3) in open market operations by buying and selling government securities. The Federal Reserve System is made up of twelve Federal Reserve District Banks, their branches, and many national and state banks throughout the nation. It is headed by the seven member Board of Governors known as the “Federal Reserve Board” and headed by its Chairman.

Financial Industry Regulatory Authority, Inc (FINRA). is a private corporation that acts as a self-regulatory organization (SRO). FINRA is the successor to the National Association of Securities Dealers, Inc. (NASD). Though sometimes mistaken for a government agency, it is a non-governmental organization that performs financial regulation of member brokerage firms and exchange markets. The government also has a regulatory arm for investments, the Securities and Exchange Commission.

Fiscal Agent/Paying Agent. A bank or trust company that acts, under a trust agreement with a corporation or municipality, in the capacity of general treasurer. The agent performs such duties as making coupon payments, paying rents, redeeming bonds, and handling taxes relating to the issuance of bonds.

Fitch Investors Service, Inc. One of several NRSROs that provide credit ratings on corporate and municipal debt issues.

Floating Rate Security (FRN or “floater”). A bond with an interest rate that is adjusted according to changes in an interest rate or index. Differs from variable-rate debt in that the changes to the rate take place immediately when the index changes, rather than on a predetermined schedule. See also “Variable Rate Security.”

Freddie Mac. See "Federal Home Loan Mortgage Corporation".

Ginnie Mae. See "Government National Mortgage Association".

Global Notes: Notes designed to qualify for immediate trading in both the domestic U.S. capital market and in foreign markets around the globe. Usually large issues that are sold to investors worldwide and therefore have excellent liquidity. Despite their global sales, global notes sold in the U.S. are typically denominated in U.S. dollars.

Government National Mortgage Association (GNMA or "Ginnie Mae"). One of the large Federal Agencies. Government-owned Federal Agency that acquires, packages, and resells mortgages and mortgage purchase commitments in the form of mortgage-backed securities. Largest issuer of mortgage pass-through securities. GNMA debt is guaranteed by the full faith and credit of the U.S. government (one of the few agencies that is actually full faith and credit of the U.S.).

Government Securities. An obligation of the U.S. government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See "Treasury Bills, Notes, Bonds, and SLGS."

Government Sponsored Enterprise (GSE). Privately owned entity subject to federal regulation and supervision, created by the U.S. Congress to reduce the cost of capital for certain borrowing sectors of the economy such as students, farmers, and homeowners. GSEs carry the implicit backing of the U.S. Government, but they are not direct obligations of the U.S. Government. For this reason, these securities will offer a yield premium over U.S. Treasuries. Some consider GSEs to be stealth recipients of corporate welfare. Examples of GSEs include: FHLB, FHLMC, FNMA and SLMA.

Government Sponsored Enterprise Security. A security issued by a Government Sponsored Enterprise. Considered Federal Agency Securities.

Index. A compilation of statistical data that tracks changes in the economy or in financial markets.

Interest-Only (IO) STRIP. A security based solely on the interest payments from the bond. After the principal has been repaid, interest payments stop and the value of the security falls to nothing. Therefore, IOs are considered risky investments. Usually associated with mortgage-backed securities.

Internal Controls. An internal control structure ensures that the assets of the entity are protected from loss, theft, or misuse. The internal control structure is designed to provide reasonable assurance that these objectives are met.

The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls should address the following points:

1. **Control of collusion** - Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
2. **Separation of transaction authority from accounting and record keeping** - By separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, a separation of duties is achieved.
3. **Custodial safekeeping** - Securities purchased from any bank or dealer including appropriate collateral (as defined by state law) shall be placed with an independent third party for custodial safekeeping.
4. **Avoidance of physical delivery securities** - Book-entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
5. **Clear delegation of authority to subordinate staff members** - Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
6. **Written confirmation of transactions for investments and wire transfers** - Due to the potential for error and improprieties arising from telephone and electronic transactions, all transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax if on letterhead and if the safekeeping institution has a list of authorized signatures.
7. **Development of a wire transfer agreement with the lead bank and third-party custodian** - The designated official should ensure that an agreement will be entered into and will address the following points: controls, security provisions, and responsibilities of each party making and receiving wire transfers.

Inverse Floater. A floating rate security structured in such a way that it reacts inversely to the direction of interest rates. Considered risky as their value moves in the opposite direction of normal fixed-income investments and whose interest rate can fall to zero.

Investment Advisor. A company that provides professional advice managing portfolios, investment recommendations and/or research in exchange for a management fee.

Investment Adviser Act of 1940. Federal legislation that sets the standards by which investment companies, such as mutual funds, are regulated in the areas of advertising, promotion, performance reporting requirements, and securities valuations.

Investment Grade. Bonds considered suitable for preservation of invested capital; bonds rated a minimum of Baa3 by Moody's, BBB- by Standard & Poor's, or BBB- by Fitch. Although "BBB" rated bonds are considered investment grade, most public agencies cannot invest in securities rated below "A."

Liquidity. Relative ease of converting an asset into cash without significant loss of value. Also, a relative measure of cash and near-cash items in a portfolio of assets. Also, a term describing the marketability of a money market security correlating to the narrowness of the spread between the bid and ask prices.

Local Government Investment Pool (LGIP). An investment by local governments in which their money is pooled as a method for managing local funds, (i.e., Florida State Board of Administration's Florida Prime Fund).

Long-Term Core Investment Program. Funds that are not needed within a one year period.

Market Value. The fair market value of a security or commodity. The price at which a willing buyer and seller would pay for a security.

Mark-to-market. Adjusting the value of an asset to its market value, reflecting in the process unrealized gains or losses.

Master Repurchase Agreement. A widely accepted standard agreement form published by the Bond Market Association (BMA) that is used to govern and document Repurchase Agreements and protect the interest of parties in a repo transaction.

Maturity Date. Date on which principal payment of a financial obligation is to be paid.

Medium Term Notes (MTN's). Used frequently to refer to corporate notes of medium maturity (5-years and under). Technically, any debt security issued by a corporate or depository institution with a maturity from 1 to 10 years and issued under an MTN shelf registration. Usually issued in smaller issues with varying coupons and maturities, and underwritten by a variety of broker/dealers (as opposed to large corporate deals issued and underwritten all at once in large size and with a fixed coupon and maturity).

Money Market. The market in which short-term debt instruments (bills, commercial paper, bankers' acceptance, etc.) are issued and traded.

Money Market Mutual Fund (MMF). A type of mutual fund that invests solely in money market instruments, such as: U.S. Treasury bills, commercial paper, bankers' acceptances, and repurchase agreements. Money market mutual funds are registered with the SEC under the Investment Company Act of 1940 and are subject "rule 2a-7" which significantly limits average maturity and credit quality of holdings. MMF's are managed to maintain a stable net asset value (NAV) of \$1.00. Many MMFs carry ratings by a NRSRO.

Moody's Investors Service. One of several NRSROs that provide credit ratings on corporate and municipal debt issues.

Mortgage Backed Securities (MBS). Mortgage-backed securities represent an ownership interest in a pool of mortgage loans made by financial institutions, such as savings and loans, commercial banks, or mortgage companies, to finance the borrower's purchase of a home or other real estate. The majority of MBS are issued and/or guaranteed by GNMA, FNMA and FHLMC. There are a variety of MBS structures, some of which can be very risky and complicated. All MBS have reinvestment risk as actual principal and interest payments are dependent on the payment of the underlying mortgages which can be prepaid by mortgage holders to refinance and lower rates or simply because the underlying property was sold.

Mortgage Pass-Through Securities. A pool of residential mortgage loans with the monthly interest and principal distributed to investors on a pro-rata basis. Largest issuer is GNMA.

Municipal Note/Bond. A debt instrument issued by a state or local government unit or public agency. The vast majority of municipals are exempt from state and federal income tax, although some non-qualified issues are taxable.

Mutual Fund. Portfolio of securities professionally managed by a registered investment company that issues shares to investors. Many different types of mutual funds exist (bond, equity, money fund); all except money market funds operate on a variable net asset value (NAV).

Negotiable Certificate of Deposit (Negotiable CD). Large denomination CDs (\$100,000 and larger) that are issued in bearer form and can be traded in the secondary market.

Net Asset Value. The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets which includes securities, cash, and any accrued earnings, subtracting this from the fund's liabilities and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio. (See below.)

$$[(\text{Total assets}) - (\text{Liabilities})]/(\text{Number of shares outstanding})$$

NRSRO. A “Nationally Recognized Statistical Rating Organization.” A designated rating organization that the SEC has deemed a strong national presence in the U.S. NRSROs provide credit ratings on corporate and bank debt issues. Only ratings of a NRSRO may be used for the regulatory purposes of rating. Includes Moody’s, S&P, Fitch and Duff & Phelps.

Offered Price. See also “Ask Price.”

Open Market Operations. Federal Reserve monetary policy tactic entailing the purchase or sale of government securities in the open market by the Federal Reserve System from and to primary dealers in order to influence the money supply, credit conditions, and interest rates.

Par Value. Face value, stated value or maturity value of a security.

Physical Delivery. Delivery of readily available underlying assets at contract maturity.

Portfolio. Collection of securities and investments held by an investor.

Premium. The amount by which a bond or other financial instrument sells above its face value. See also “Discount.”

Primary Dealer. Any of a group of designated government securities dealers designated by to the Federal Reserve Bank of New York. Primary dealers can buy and sell government securities directly with the Fed. Primary dealers also submit daily reports of market activity and security positions held to the Fed and are subject to its informal oversight. Primary dealers are considered the largest players in the U.S. Treasury securities market.

Prime Paper. Commercial paper of high quality. Highest rated paper is A-1+/A-1 by S&P and P-1 by Moody’s.

Principal. Face value of a financial instrument on which interest accrues. May be less than par value if some principal has been repaid or retired. For a transaction, principal is par value times price and includes any premium or discount.

Prudent Investor Standard. Standard that requires that when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. More stringent than the “prudent person” standard as it implies a level of knowledge commensurate with the responsibility at hand.

Qualified Public Depository - Per Florida Statute 280, means any bank, saving bank or savings association that:

1. Is organized and exists under the laws of the United States, the laws of this state or any other state or territory of the United States;

2. Has its principal place of business in this state or has a branch office in this state which is authorized under the laws of this state or of the United States to receive deposits in this state.
3. Has deposit insurance under the provision of the Federal Deposit Insurance Act, as amended, 12 U.S.C. ss.1811 seq.
4. Meets all requirements of F.S. 280
5. Has been designed by the Treasurer as a qualified public depository.

Range Note. A type of structured note that accrues interest daily at a set coupon rate that is tied to an index. Most range notes have two coupon levels; a higher accrual rate for the period the index is within a designated range, the lower accrual rate for the period that the index falls outside the designated range. This lower rate may be zero and may result in zero earnings.

Rate of Return. Amount of income received from an investment, expressed as a percentage of the amount invested.

Realized Gains (Losses). The difference between the sale price of an investment and its book value. Gains/losses are “realized” when the security is actually sold, as compared to “unrealized” gains/losses which are based on current market value. See “Unrealized Gains (Losses).”

Reference Bills: FHLMC’s short-term debt program created to supplement its existing discount note program by offering issues from one month through one year, auctioned on a weekly or on an alternating four-week basis (depending upon maturity) offered in sizeable volumes (\$1 billion and up) on a cycle of regular, standardized issuance. Globally sponsored and distributed, Reference Bill issues are intended to encourage active trading and market-making and facilitate the development of a term repo market. The program was designed to offer predictable supply, pricing transparency and liquidity, thereby providing alternatives to U.S. Treasury bills. FHLMC’s Reference Bills are unsecured general corporate obligations. This program supplements the corporation’s existing discount note program. Issues under the Reference program constitute the same credit standing as other FHLMC discount notes; they simply add organization and liquidity to the short-term Agency discount note market.

Reference Notes: FHLMC’s intermediate-term debt program with issuances of 2, 3, 5, 10 and 30-year maturities. Initial issuances range from \$2 - \$6 billion with re-openings ranging \$1 - \$4 billion.

The notes are high-quality bullet structures securities that pay interest semiannually. Issues under the Reference program constitute the same credit standing as other FHLMC notes; they simply add organization and liquidity to the intermediate- and long-term Agency market.

Repurchase Agreement (Repo). A short-term investment vehicle where an investor agrees to buy securities from a counterparty and simultaneously agrees to resell the securities back to the counterparty at an agreed upon time and for an agreed upon price. The difference between the purchase price and the sale price represents interest earned on the agreement. In effect, it represents a collateralized loan to the investor, where the securities are the collateral. Can be DVP, where securities are delivered to the investor’s custodial bank, or “tri-party” where the securities are delivered to a third party intermediary. Any type of security can be used as “collateral,” but only some types provide the investor with special bankruptcy protection under the law. Repos should be undertaken only when an appropriate BMA approved master repurchase agreement is in place.

Reverse Repurchase Agreement (Reverse Repo). A repo from the point of view of the original seller of securities. Used by dealers to finance their inventory of securities by essentially borrowing at short-term rates. Can also be used to leverage a portfolio and in this sense, can be considered risky if used improperly.

Safekeeping. Service offered for a fee, usually by financial institutions, for the holding of securities and other valuables. Safekeeping is a component of custody services.

Secondary Market. Markets for the purchase and sale of any previously issued financial instrument.

Securities Lending. An arrangement between an investor and a custody bank that allows the custody bank to “loan” the investor’s investment holdings, reinvest the proceeds in permitted investments, and share any profits with the investor. Should be governed by a securities lending agreement. Can increase the risk of a portfolio in that the investor takes on the default risk on the reinvestment at the discretion of the custodian.

Sinking Fund. A separate accumulation of cash or investments (including earnings on investments) in a fund in accordance with the terms of a trust agreement or indenture, funded by periodic deposits by the issuer (or other entity responsible for debt service), for the purpose of assuring timely availability of moneys for payment of debt service. Usually used in connection with term bonds.

Spread. The difference between the price of a security and similar maturity U.S. Treasury investments, expressed in percentage terms or basis points. A spread can also be the absolute difference in yield between two securities. The securities can be in different markets or within the same securities market between different credits, sectors, or other relevant factors.

Standard & Poor's. One of several NRSROs that provide credit ratings on corporate and municipal debt issues.

STRIPS (Separate Trading of Registered Interest and Principal of Securities). Acronym applied to U.S. Treasury securities that have had their coupons and principal repayments separated into individual zero-coupon Treasury securities. The same technique and “strips” description can be applied to non-Treasury securities (e.g. FNMA strips).

Structured Notes. Notes that have imbedded into their structure options such as step-up coupons or derivative-based returns.

Swap. Trading one asset for another.

TAP Notes: Federal Agency notes issued under the FHLB TAP program. Launched in 6/99 as a refinement to the FHLB bullet bond auction process. In a break from the FHLB’s traditional practice of bringing numerous small issues to market with similar maturities, the TAP Issue Program uses the four most common maturities and reopens them up regularly through a competitive auction. These maturities (2, 3, 5 and 10 year) will remain open for the calendar quarter, after which they will be closed and a new series of TAP issues will be opened to replace them. This reduces the number of separate bullet bonds issued, but generates enhanced awareness and liquidity in the marketplace through increased issue size and secondary market volume.

Tennessee Valley Authority (TVA). One of the large Federal Agencies. A wholly owned corporation of the United States government that was established in 1933 to develop the resources of the Tennessee Valley region in order to strengthen the regional and national economy and the national defense. Power operations are separated from non-power operations. TVA securities represent obligations of TVA, payable solely from TVA’s net power proceeds, and are neither obligations of nor guaranteed by the United States. TVA is currently authorized to issue debt up to \$30 billion. Under this authorization, TVA may also obtain advances from the U.S. Treasury of up to \$150 million. Frequent issuer of discount notes, agency notes and callable agency securities.

Total Return. Investment performance measured over a period of time that includes coupon interest, interest on interest, and both realized and unrealized gains or losses. Total return includes, therefore, any market value appreciation/depreciation on investments held at period end.

Treasuries. Collective term used to describe debt instruments backed by the U.S. Government and issued through the U.S. Department of the Treasury. Includes Treasury bills, Treasury notes, and Treasury bonds. Also a benchmark term used as a basis by which the yields of non-Treasury securities are compared (e.g., "trading at 50 basis points over Treasuries").

Treasury Bills (T-Bills). Short-term direct obligations of the United States Government issued with an original term of one year or less. Treasury bills are sold at a discount from face value and do not pay interest before maturity. The difference between the purchase price of the bill and the maturity value is the interest earned on the bill. Currently, the U.S. Treasury issues 4-week, 13-week and 26-week T-Bills

Treasury Bonds. Long-term interest-bearing debt securities backed by the U.S. Government and issued with maturities of ten years and longer by the U.S. Department of the Treasury. The Treasury stopped issuing Treasury Bonds in August 2001.

Treasury Notes. Intermediate interest-bearing debt securities backed by the U.S. Government and issued with maturities ranging from one to ten years by the U.S. Department of the Treasury. The Treasury currently issues 2-year, 5-year and 10-year Treasury Notes.

Trustee. A bank designated by an issuer of securities as the custodian of funds and official representative of bondholders. Trustees are appointed to insure compliance with the bond documents and to represent bondholders in enforcing their contract with the issuer.

Uniform Net Capital Rule. SEC regulation 15C3-1 that outlines the minimum net capital ratio (ratio of indebtedness to net liquid capital) of member firms and non-member broker/dealers.

Unrealized Gains (Losses). The difference between the market value of an investment and its book value. Gains/losses are "realized" when the security is actually sold, as compared to "unrealized" gains/losses which are based on current market value. See also "Realized Gains (Losses)."

Variable-Rate Security. A bond that bears interest at a rate that varies over time based on a specified schedule of adjustment (e.g., daily, weekly, monthly, semi-annually or annually). See also "Floating Rate Note."

Weighted Average Maturity (or just "Average Maturity"). The average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. A simple measure of risk of a fixed-income portfolio.

Weighted Average Maturity to Call. The average maturity of all securities and investments of a portfolio, adjusted to substitute the first call date per security for maturity date for those securities with call provisions.

Yield Curve. A graphic depiction of yields on like securities in relation to remaining maturities spread over a time line. The traditional yield curve depicts yields on U.S. Treasuries, although yield curves exist for Federal Agencies and various credit quality corporates as well. Yield curves can be positively sloped (normal) where longer-term investments have higher yields, or "inverted" (uncommon) where longer-term investments have lower yields than shorter ones.

Yield to Call (YTC). Same as "Yield to Maturity," except the return is measured to the first call date rather than the maturity date. Yield to call can be significantly higher or lower than a security's yield to maturity.

Yield to Maturity (YTM). Calculated return on an investment, assuming all cash flows from the security are reinvested at the same original yield. Can be higher or lower than the coupon rate depending on market rates and whether the security was purchased at a premium or discount. There are different conventions for calculating YTM for various types of securities.

Yield. There are numerous methods of yield determination. In this glossary, see also "Current Yield," "Yield Curve," "Yield to Call" and "Yield to Maturity."

Attachment B
Investment Pool/Fund Questionnaire

1. A description of eligible investment securities, and a written statement of investment policy and objectives.
2. A description of interest calculations and how it is distributed, and how gains and losses are treated.
3. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
4. A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
5. A schedule for receiving statements and portfolio listings.
6. Are reserves, retained earnings, etc. utilized by the pool/fund?
7. A fee schedule, and when and how is it assessed.
8. Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

ATTACHMENT A	
ALL FUNDS SUMMARY	
Description	Budget FY 2022-23
General Fund (001)	41,522,489
Special Revenue Funds:	
Downtown Redevelopment Trust Fund (104)	1,437,353
Ormond Crossings Trust Fund (106)	296,171
Stormwater Utility Fund (107)	2,525,500
Airport Fund (108)	288,998
Local Law Enforcement Trust Fund (109)	-
Economic Development Fund (110)	1,112,000
State Law Enforcement Trust Fund (112)	-
Pension Contribution Pass Through Fund (113)	800,000
Recreation Facility Fee Fund (115)	50,275
Grants Fund (116)	-
Total Special Revenue Funds	6,510,297
Debt Service Funds:	
Financing Debt Service Fund (205)	651,688
2002 GOB Debt Service Fund (209)	-
2003 GOB Debt Service Fund (210)	118,674
2004 Revenue Bond Fund (211)	162,202
2010 Beachfront Park Bond Fund (220)	352,327
Total Debt Service Funds	1,284,891
Capital Improvement Funds:	
Capital Improvements Fund (301)	2,190,745
Equipment Renewal & Replacement Fund (302)	347,000
Public Safety Vehicle & Equipment Fund (305)	934,000
Transportation Improvements Fund (308)	2,262,489
Recreational Impact Fee Fund (310)	215,000
Local Road Impact Fee Fund (316)	89,000
Facilities Renewal & Replacement Fund (317)	506,470
Stormwater Impact Fee Fund (318)	50,000
Total Capital Improvement Funds	6,594,704
Water and Wastewater Funds:	
Water and Wastewater Fund (401)	24,001,431
Vehicle Replacement Fund (408)	368,000
Renewal & Replacement Fund (409)	9,494,412
Water/Wastewater Consolidated Debt Service Fund (414)	4,753,500
West Ormond Reuse Impact Fee Fund (433)	850,000
Water System Impact Fee Fund (434)	725,000
Wastewater System Impact Fee Fund (435)	4,300,000
Total Water and Wastewater Funds	44,492,343
Solid Waste Fund (460)	9,827,200
Workers Compensation Fund (502)	801,612
General Liability Fund (504)	1,460,253
TOTAL BUDGET APPROPRIATION	112,493,789
Less: Interfund Transfers	(16,200,585)
Fleet Operations (Internal Service Charges)	(1,908,683)
Engineering (Internal Service Charges)	(1,201,983)
Consolidated Insurance Fund (Internal Service Charges)	(2,261,865)
TOTAL NET BUDGET	90,920,673

**MINUTES
ORMOND BEACH CITY COMMISSION
HELD AT CITY HALL COMMISSION CHAMBERS**

September 7, 2022

7:00 p.m.

Commission Chambers

Present: Mayor Bill Partington, Commissioners Dwight Selby, Troy Kent, Susan Persis, and Rob Littleton, City Manager Joyce Shanahan, Assistant City Attorney Scott McKee, Assistant City Manager Claire Whitley and City Clerk Susan Carroll Dauderis.

A G E N D A

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. INTRODUCTION OF PRINCIPALS**
- 5. ADOPTION OF FY 2022-2023 PROPOSED MILLAGE RATES AND TENTATIVE BUDGET**
 - A. RESOLUTION NO. 2022-104:** A RESOLUTION ADOPTING PROPOSED MILLAGE RATES FOR THE 2022-2023 FISCAL YEAR; ESTABLISHING A DATE TIME AND PLACE FOR A PUBLIC HEARING TO ADOPT FINAL MILLAGE RATES AND FINAL BUDGET; AND SETTING FORTH AN EFFECTIVE DATE.
Staff Contact: Kelly McGuire, Finance Director (386-676-3226)
 - B. ORDINANCE NO. 2022-26:** AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE 2022-2023 FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; REPEALING ALL INCONSISTENT ORDINANCES OR PARTS THEREOF; AND SETTING FORTH AN EFFECTIVE DATE.
Staff Contact: Kelly McGuire, Finance Director (386-676-3226)
- 6. AUDIENCE REMARKS - REGARDING ITEMS NOT ON THE AGENDA**
- 7. APPROVAL OF MINUTES**
 - A. Minutes from City Commission meeting – August 16, 2022
- 8. CONSENT AGENDA**

The action proposed is stated for each item on the Consent Agenda. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items.

 - A. RESOLUTION NO. 2022-105:** A RESOLUTION AUTHORIZING EXECUTION OF A SERVICE AGREEMENT BETWEEN THE CITY AND THE ORMOND MEMORIAL ART MUSEUM, INC.; AUTHORIZING THE EXPENDITURE OF FUNDING; AND SETTING FORTH AN EFFECTIVE DATE.
Staff Contact: Robert Carolin, Leisure Services Director (386-676-3279)
 - B. RESOLUTION NO. 2022-106:** A RESOLUTION ACCEPTING PROPOSALS AND AUTHORIZING THE EXECUTION OF

CONTINUING CONTRACTS WITH SIX PROFESSIONAL SERVICES FIRMS FOR CONSTRUCTION MANAGEMENT AT RISK SERVICES, UNDER RFQ 2022-17; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: Alex Schumann, City Engineer (386-676-3302)

- C. **RESOLUTION NO. 2022-107:** A RESOLUTION AUTHORIZING THE EXECUTION OF TWO UNDERGROUND EASEMENTS IN FAVOR OF FLORIDA POWER & LIGHT COMPANY FOR THE INSTALLATION OF UNDERGROUND UTILITIES ALONG S. HALIFAX DRIVE BETWEEN EAST GRANADA BLVD. AND CASEMENTS DRIVE; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: Alex Schumann, City Engineer (386-676-3302)

- D. **RESOLUTION NO. 2022-108:** A RESOLUTION AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT BETWEEN THE CITY AND THE FEDERAL AVIATION ADMINISTRATION TO FUND THE DESIGN, CONSTRUCTION AND CONSTRUCTION ENGINEERING SERVICES FOR THE AUTOMATED WEATHER OBSERVING SYSTEM REPLACEMENT PROJECT; AND SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: Brian Rademacher, Economic Development Director (386-676-3266)

- E. **RFP 2022-26 Management and Operation of the Nova Skate Court Concession**

Staff Contact: Robert Carolin, Leisure Services Director (386-676-3279)

Disposition: Approve as recommended in the City Manager memorandum dated September 7, 2022.

- F. **Auto Renewal Contract - Pace Analytical for Water and Wastewater Facility Sample Testing**

Staff Contact: Robert Preis, Utility Manager (386-676-3305)

Disposition: Approve as recommended in the City Manager memorandum dated September 7, 2022.

9. FIRST READING OF ORDINANCES

- A. **ORDINANCE NO. 2022-27:** AN ORDINANCE OF THE CITY OF ORMOND BEACH, FLORIDA, AMENDING ARTICLE III, FIREFIGHTERS' PENSION TRUST FUND, OF CHAPTER 16, PENSIONS AND RETIREMENT, OF THE CODE OF ORDINANCES; AMENDING SECTION 16-43, ESTABLISHMENT AND OPERATION OF FUND; FINANCES AND FUND MANAGEMENT; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

Staff Contact: Kelly McGuire, Finance Director (386-676-3226)

10. RESOLUTIONS

- A. **RESOLUTION NO. 2022-109:** A RESOLUTION DECLARING THE RESULTS OF THE PRIMARY MUNICIPAL ELECTION CONDUCTED IN THE CITY OF ORMOND BEACH, FLORIDA, ON

TUESDAY, AUGUST 23, 2022; AUTHORIZING THE ISSUANCE OF A CERTIFICATE; SETTING FORTH AN EFFECTIVE DATE.

Staff Contact: Susan Dauderis, City Clerk (386-676-3340)

11. DISCUSSION AND DIRECTION ITEMS

A. Impact Fee Update Study

Staff Contact: Steven Spraker, Planning Director (386-676-3341)

12. REPORTS, SUGGESTIONS, REQUESTS

13. ADJOURNMENT

MINUTES

Item #1 – Meeting Call to Order

Mayor Partington called the meeting to order at 7:00 p.m.

Item #2 – Invocation

Mayor Partington provided the invocation.

Item #3 – Pledge of Allegiance

Mayor Partington led the Pledge of Allegiance.

Item #4 – Introduction of Principals

Item #4A – Introduction of Principals

Mayor Partington recognized Volusia County School Board Member, Carl Persis, and introduced Seabreeze High School Principal, Tucker Harris, Pine Trail Elementary School Principal, Michelle Sojka, and Ormond Beach Middle School Principal, Heather Iannarelli.

Commissioner Persis welcomed the new principals and discussed her history with them.

Item #5 – Adoption of FY 2022-2023 Proposed Millage Rates and Tentative Budget

Item #5A – Proposed Tax Rates Fiscal Year 2022-2023

City Clerk Susan C. Dauderis read by title only:

RESOLUTION NO. 2022-104

A RESOLUTION ADOPTING PROPOSED MILLAGE RATES FOR THE 2022-2023 FISCAL YEAR; ESTABLISHING A DATE TIME AND PLACE FOR A PUBLIC HEARING TO ADOPT FINAL MILLAGE RATES AND FINAL BUDGET; AND SETTING FORTH AN EFFECTIVE DATE.

Mayor Partington stated per Florida Statute, he was required to state the proposed millage rate for the City of Ormond Beach necessary to fund the Fiscal Year (FY) 2022-2023 budget was 3.7610 mills. The rate was 5.68 percent above the rolled back rate of 3.5587 mills. The tentative debt service millage rates were 0.0050 for the 2003 General Obligation Bond Sinking Fund and 0.0800 for the 2010 General Obligation Bond Sinking Fund.

Commissioner Littleton explained during the July 2022 workshop he discussed his concerns regarding the number of new hires budgeted, noting he was not in favor of the presented budget and millage rates.

Mayor Partington stated it was a public hearing and inquired if there were any members of the public who wish to speak or ask questions prior to adoption of the tentative millage rate and budget, noting there were none.

Commissioner Persis moved, seconded by Commissioner Selby, for approval of Resolution No. 2022-104, as read by title only.

Mayor Partington stated the tentative operating millage of 3.7610 mills was 5.68 percent above the rolled back millage rate. The resolution also included adoption of the tentative debt service millage rates of 0.0050 for the 2003 General Obligation Bond Sinking Fund and 0.0800 for the 2010 General Obligation Bond Sinking Fund.

Call Vote:	Commissioner Selby	Yes
	Commissioner Kent	Yes
	Commissioner Persis	Yes
	Commissioner Littleton	No
Carried.	Mayor Partington	Yes

Mayor Partington announced the operating millage rate was set at 3.7610 mills, which was 5.68 percent above the rolled back millage rate of 3.5587 mills.

Item #5B – Budget Ordinance-Proposed Fiscal Year 2022-2023 Budget

City Clerk Susan C. Dauderis read by title only:

ORDINANCE NO. 2022-26
AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE 2022-2023 FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; REPEALING ALL INCONSISTENT ORDINANCES OR PARTS THEREOF; AND SETTING FORTH AN EFFECTIVE DATE.

Commissioner Selby moved, seconded by Commissioner Kent, for approval of Ordinance No. 2022-26, on first reading, as read by title only.

Mayor Partington requested for the City Clerk to call the vote to adopt the budget of \$112,493,789.

Call Vote:	Commissioner Kent	Yes
	Commissioner Persis	Yes
	Commissioner Littleton	No
	Commissioner Selby	Yes
Carried.	Mayor Partington	Yes

Mayor Partington closed the Public Hearings.

Item #6 – Audience Remarks

Mayor Partington noted there were no members of the audience who wished to speak.

Item #6 – Approval of Minutes

Mayor Partington advised the minutes of the August 16, 2022, meeting had been sent to the Commission for review and were posted on the city’s website for public viewing. He asked for any corrections, additions, or omissions. He stated that hearing no corrections, the minutes would stand approved as presented.

Commissioner Persis moved, seconded by Commissioner Littleton, for approval of the August 16, 2022, City Commission meeting minutes.

The motion passed by voice vote.

Item #7 – Consent Agenda

Mayor Partington advised the actions proposed for the items on the Consent Agenda were so stated on the agenda. He asked if any member of the Commission had questions or wished to discuss any items separately.

Commissioner Littleton moved, seconded by Commissioner Persis, for approval of the consent agenda.

Call Vote:	Commissioner Persis	Yes
	Commissioner Littleton	Yes
	Commissioner Selby	Yes
	Commissioner Kent	Yes
Carried.	Mayor Partington	Yes

Comments on the Consent Agenda

There were no comments on the Consent Agenda.

Item #9 – First Reading of Ordinances

Item #9A – Firefighter’s Pension Trust Fund

City Clerk Susan C. Dauderis read by title only:

ORDINANCE NO. 2022-27
AN ORDINANCE OF THE CITY OF ORMOND BEACH, FLORIDA, AMENDING ARTICLE III, FIREFIGHTERS’ PENSION TRUST FUND, OF CHAPTER 16, PENSIONS AND RETIREMENT, OF THE CODE OF ORDINANCES; AMENDING SECTION 16-43, ESTABLISHMENT AND OPERATION OF FUND; FINANCES AND FUND MANAGEMENT; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

Ms. Kelly McGuire, Finance Director, explained the Municipal Firefighters’ Pension Trust Fund Board was requesting additional options for investing purposes, noting at a 30 percent limit, staff was recommending approval.

Commissioner Selby inquired if there was a positive return or if they offered a zero return; whereby, Ms. McGuire explained it was a zero return. Commissioner Selby stated that was due to decline in the value of equities.

Commissioner Littleton moved, seconded by Commissioner Persis, for approval of Ordinance No. 2022-27, on first reading, as read by title only.

Call Vote:	Commissioner Littleton	Yes
	Commissioner Selby	Yes
	Commissioner Kent	Yes
	Commissioner Persis	Yes
Carried.	Mayor Partington	Yes

Item #10 – Resolutions

Item #10A – Certification of Primary Election Results – Zone 1

City Clerk Susan C. Dauderis read by title only:

RESOLUTION NO. 2022-109
A RESOLUTION DECLARING THE RESULTS OF THE PRIMARY MUNICIPAL ELECTION CONDUCTED IN THE CITY OF ORMOND BEACH, FLORIDA, ON TUESDAY, AUGUST 23, 2022; AUTHORIZING THE ISSUANCE OF A CERTIFICATE; SETTING FORTH AN EFFECTIVE DATE.

Ms. Susan C. Dauderis, City Clerk, explained the resolution was to accept the results of the Zone 1 City Commission seat from the August, 23, 2022, primary election.

Commissioner Selby moved, seconded by Commissioner Kent, for approval of Resolution No. 2022-109, as read by title only.

The Commission congratulated Commissioner-Elect Lori Tolland and wished her well.

Call Vote:	Commissioner Selby	Yes
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Carried.

Item #11A – Impact Fee Update Study

Mr. Tony Hairston, Raftelis Financial Consultants (Raftelis), reviewed the water and wastewater utility connection fee analysis. He discussed the existing and proposed water and irrigation connection fees as well as the wastewater connection fees and the comparison between the fees with other local municipalities. He explained the study recommended the creation of a Western Service Area.

Mr. Hairston reviewed the municipal impact fee analysis and the city service area forecast, parks and recreation impact fee analysis and stormwater impact fee analysis.

Commissioner Selby stated he agreed with the stormwater impact fee removal and to start recurring stormwater fees, as the city needed a program to assist with the runoff water.

Ms. Stephanie Shealey, Kittleson and Associates, reviewed the local roads and mobility fee analysis. She explained there were significant increases to the local road impact fees based on current costs and new calculation methods. She reviewed the comparison of the local road fees with nearby municipalities.

Commissioner Persis inquired if a trail would be considered a road; whereby, Ms. Shealey stated it would be considered a passing improvement.

Commissioner Selby reviewed the formula and inquired why the number of trips per household were so high; whereby, Ms. Shealey stated the trips included deliveries, garbage trucks, school buses and others.

Mr. Hairston reviewed the police and fire impact fee feasibility analysis and reviewed the comparison between local municipalities. He reviewed the comparison of all proposed fees combined with other local municipalities.

Mr. Spraker noted there were eight discussion points that needed direction.

Mayor Partington suggested they review each point and allow each Commissioner to comment.

The Commission supported the first discussion point of eliminating the penalty for the impact fee credit.

The Commissioners stated they could support the maximum supportable fee with the one time increase for discussion point two, noting they would like to see what the revenue would be.

Mayor Partington stated he could support the 50 percent of the maximum supportable fee over a four-year time frame, noting he would like to see the revenue before deciding on the second discussion point.

The Commission supported discussion point four, eliminating the stormwater impact fee.

Commissioner Selby inquired on discussion point five and six, if the maximum increase was over a period of time or a one time increase; whereby, Mr. Spraker stated it would be a one-time increase.

Ms. Joyce Shanahan, City Manager, explained Volusia County was undergoing an impact fee study as well, noting she did not think the city's rate increase would lead to contractors looking at other municipalities to build within.

Mr. Spraker noted with the proposed local road and mobility fee increases the City of Daytona Beach was the only local municipality at a lower rate.

Commissioner Selby inquired if the city could temporarily suspend the impact fees, if needed, in an emergency situation; whereby, Mr. Spraker stated staff would look into it.

Commissioner Kent expressed his concerns with the increases on the fast food and convenience stores local road impact fees. He stated the impact fees do need to increase but had concerns on multiple local road impact fee items.

Commissioner Littleton inquired what roads would need to be improved; whereby, Mr. Spraker stated the north U.S.-1 corridor had many roads that need improvement.

The Commission agreed on discussion points five and six for a one time increase.

Mr. Spraker explained discussion points seven and eight were for an authorization to create police and fire impact fees.

The Commission agreed to approve an authorization for police and fire impact fees as public safety was very important for new equipment, technology and vehicles.

Item #11 – Reports, Suggestions, Requests

Impact Fees

Ms. Shanahan thanked the Commission for their input and reviewed the process for moving forward.

Commissioner Selby discussed the possible local road fees for various businesses around the city and thanked staff for the creation of the Western Service Area.

Events

Ms. Shanahan informed the Commission of the Commemorative 9/11 event on September 11, 2022 at 8:30 a.m. She explained there were a couple of upcoming public meetings including a Planning Board meeting for Tattersall and neighborhood meetings for self-storage buildings and vacant properties for a hotel and single-family homes. She stated there was an email at their seats from a City of Deltona Commissioner who was starting a First Responder Challenge.

Commissioner Persis discussed the unveiling of the local bronze statue of Dr. Mary McLeod Bethune and how proud she was of the city’s contribution.

City Projects

Ms. Shanahan stated the Facility Hardening project was almost complete at Public Works. She explained the Pump Station project was almost complete as well. She noted there were a few roads with holes due to asphalt being unavailable, explaining the city was exploring other ways to patch those holes. She stated seven new Explorer vehicles were on their way and once arrived would be sent for outfitting of equipment, noting it may be up to another six weeks before they are ready for use.

Commissioner Kent complimented the new windows around City Hall, the new podium in the Commission Chambers and the monument sign at Fire Station 91. He requested staff look into the foliage around the Police Department’s monument sign and inquired if staff could bring back the light up police officers during the holidays.

Commissioner Kent discussed the ongoing project at South Ormond Neighborhood Center, and thanked Mr. Paul Holub for all his work with the outdoor basketball court and lighting.

Mayor Partington requested a ribbon cutting for the South Ormond Neighborhood Center for both projects, the new indoor court and Mr. Holub’s outdoor court.

Budget

Commissioner Selby inquired if the \$200,000 that was discussed at the July 2022 budget workshop was set aside for technical assistance for septic to sewer projects; whereby, Ms. Shanahan stated it was in the budget.

Mayor Partington stated the Commission approved a fiscally responsible budget with a focus in public safety, water quality and transportation.

Staff

Commissioner Kent complimented Assistant City Attorney Scott McKee for all his work with the city.

Pet Friendly City Certification

Mayor Partington announced the city received the Pet Friendly City Certification from the Better Cities for Pets Program.

Item #12 – Adjournment

The meeting was adjourned at 8:53 p.m.

APPROVED: September 21, 2022

BY: _____
Bill Partington, Mayor

ATTEST:

Susan Carroll Dauderis,
City Clerk



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Brian Rademacher, Economic Development Director

Date: September 21, 2022

Subject: Ormond Chamber of Commerce Service Contract

Commission Goal: Economic Development - Other

Introduction

This is a request to renew the contract for services with the Ormond Beach Chamber of Commerce.

Background

For approximately thirty-five (35) years, the City has provided varying levels of financial support to the Ormond Beach Chamber of Commerce ("Chamber"). This support has historically been made for promotional activities. The partnership with the City of Ormond Beach utilizes public funds to provide a wide variety of programs, events, services, and publications which are vital to enhancing the quality of life for all residents in the City. The Chamber initiatives promote economic development, stimulate the local business climate, welcome tourists and new residents to the area, and present a positive image of Ormond Beach.

Discussion

Visitor inquiries, including walk-ins, emails and telephone calls tallied for the period of October 2021 through June 2022 was 36,336. The chamber website is also a crucial resource for the business community. For the period January to June 2022, businesses in their online Directory have had 115,490-page hits.

The Chamber works closely with City officials and staff to accomplish several major annual joint events including the Mayor's State of the City Address, Ormond Leadership Program, Economic Prosperity Hour bi-monthly meetings, StartUp Grind Ormond Beach, publication of Doing Business in Ormond Beach Business Guide and publication of the Ormond Beach Tourism Brochure.

The service contract expires on September 30, 2022, and the attached contract renews

this relationship for another year.

Budget Impact

The proposed fiscal year (FY) 2022-2023 budget contains a service amount from the General Fund of \$32,000. The requested amount is equal to the request in FY 2021-2022.

Citizen Impact

The Ormond Beach Chamber of Commerce works closely with the City of Ormond Beach staff to enhance the economic development program of business retention, expansion, and recruitment. The funding of the annual contract will be a positive impact to the citizens of Ormond Beach, as it will improve the business climate in the City and provide for additional capital expenditure and job creation opportunities.

Recommendation

Staff recommends the City Commission continue financial support for the Chamber and approve the Chamber's proposal as specified in the attached contract.

Attachments:

- 22-111 OB Chamber Service Agr (P22-0119G) (PDF)
- Chamber Commerce Service Agr (P22- 0119G) (PDF)
- 2022_202 City Service Contract Annual Report (PDF)
- OBCC 2022_2023 City funding request_Signed (PDF)

REVIEWED BY:


Kelly McGuire, Finance Director 7/28/2022


Claire Whitley, Assistant City Manager 9/13/2022

APPROVED BY:


Joyce A. Shanahan, City Manager 9/13/2022

RESOLUTION NO. 2022-111

A RESOLUTION AUTHORIZING THE EXECUTION OF A SERVICE CONTRACT BETWEEN THE CITY OF ORMOND BEACH AND THE ORMOND BEACH CHAMBER OF COMMERCE; AND SETTING FORTH AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. The Mayor and the City Manager are hereby authorized and directed to execute a Service Contract between the City of Ormond Beach and the Ormond Beach Chamber of Commerce, a copy of which is attached hereto and incorporated herein by reference.

SECTION TWO. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED this 21st day of September, 2022.

BILL PARTINGTON

Mayor

ATTEST:

SUSAN CARROLL DAUDERIS

City Clerk

SERVICE CONTRACT

AGREEMENT made this ____ day of September, 2022, by and between the CITY OF ORMOND BEACH, a Florida municipal corporation (“the City”), and the **ORMOND BEACH CHAMBER OF COMMERCE**, a Florida non-profit corporation (“the Chamber”).

WHEREAS, the City is willing to pay public funds to the Chamber in order to accomplish various public purposes, as hereinafter more particularly set forth, and

WHEREAS, the City desires sufficient control over the public funds to be paid in order to comply with the requirements of the law as articulated by the Florida Supreme Court in *O’Neill v. Burns*, 198 So.2d 1 (Fla. 1967) and by the Attorney General of Florida in *Op.Atty.Gen.* 075-221 (July 24, 1975),

NOW THEREFORE, in consideration of their mutual promises made herein, and for other good and valuable consideration, receipt of which is hereby acknowledged by each party, the parties, intending to be legally bound, hereby agree as follows:

1 *Recitals.* The parties agree that the foregoing recitals are true and correct and are incorporated herein by reference and are part of this Agreement.

2. *Term.* This Agreement shall become effective on October 1, 2022 and shall continue in effect through and including September 30, 2023. Thereafter, this Agreement may be renewed for additional one (1) year periods based upon the City’s fiscal year, which fiscal year begins on October 1 of each given year and ends on September 30 of the following year.

3. *Responsibilities of the Respective Parties.*

a. *The Chamber shall be responsible for the following:*

- i.** prepare and update (or obtain from other sources) the City of Ormond Beach's visitor attraction guidebooks, area maps, economic development materials, real estate brochures, tourism publications, and school information;
 - ii.** distribute the materials described in ¶(3)(a)(i) at the Chamber's public Welcome Center; *via* telephone, mail, and personal requests by the general public; and to the five (5) State of Florida Welcome Centers at the state boundaries;
 - iii.** answer the public's walk-in, telephone, and mail inquiries about the Ormond Beach area;
 - iv.** be open for business from 9:00 a.m. until 5:00 p.m., Monday through Friday, exclusive of legal holidays, special Chamber events and meetings, and modified summer hours;
 - v.** provide, in cooperation with the Central Florida Better Business Bureau, mediation and referral services for consumer complaints against businesses licensed to operate within the corporate limits of the City;
 - vi.** provide semi-annual reports, due on March 31 and September 30 of each year, to the City, which reports shall summarize the number of requests for visitor/relocation information, better business inquiries, community/social events, and miscellaneous requests, the types of business complaints received, and the disposition of the complaints. The annual estimated number of inquiries, by category, is indicated by the number in parenthesis;
 - vii.** maintain a Small Business Partnership with VISIT FLORIDA. The State's official tourism marketing corporation that serves as Florida's official source for travel planning to visitors; and
 - viii.** provide and maintain a public information website www.ormondchamber.com. In addition, the Chamber owns two website domains www.Visitormondbeach.org and www.visitormond.com. The Chamber website is a resource for information about Ormond Beach visitors, residents and the business community.
- b.** *The City:* The City shall pay to the Chamber the total sum of thirty-two thousand and 00/100 dollars (\$32,000.00), in a single payment, within ten (10) days of the date of execution of this Agreement by both parties.

4. *Board Appointment.* The Mayor shall be appointed as an honorary director of the Chamber's Board of Directors. The City Manager shall serve as the City's liaison to the Board of Directors of the Chamber, in accordance with the Charter and By-Laws of the Chamber. Both Mayor and City Manager or his designee shall have all rights to participation except for the right to vote.

5. *Termination of Agreement.* Either party may terminate this Agreement, without cause, upon giving the other party at least sixty (60) days' prior written notice of the intention to terminate this Agreement.

6. *Relationship of Parties.* Neither the City, including any of its elected or appointed officers, employees, agents or other representatives, nor the Chamber, including any of its directors, officers, employees, agents or other representatives, are the employee, agent, or other representative of the other party, and all activities performed by either party pursuant to and in furtherance of this Agreement, whether directly or indirectly related to this Agreement, shall constitute the separate and independent act of the respective party performing such act.

7. *Liability and Indemnification.* The Chamber shall fully defend, indemnify, save, and hold the City, including its elected and appointed officers, employees, agents, and other representatives, harmless from and against all suits, action, claims, proceedings, demands, or liability of any nature whatsoever, including attorney's fees through and including all appeals, arising from any injury, loss, or damage to any person or property, which is directly or indirectly caused by or results from any act or negligence of the Chamber, including its directors, officers, employees, agents and other representatives.

8. *Miscellaneous.* The Chamber shall:

- a.** obtain and maintain at its sole expense, all applicable licenses, permits and certificates which are necessary to discharge The Chamber's duties under this Agreement;
- b.** be solely responsible for paying all costs relative to the discharge of its duties under this Agreement, except as otherwise indicated herein; and
- c.** comply with all applicable federal, state, and local laws, rules, and regulations.

9. *Assignment.* Neither this Agreement nor any part thereof may be assigned to any other person or entity without the prior written consent of the City Commission of the City and the Board of Directors of the Chamber.

10. *Sovereign Immunity.* The City expressly retains all rights, privileges, immunities, and benefits of sovereign immunity. This provision shall be construed broadly in favor of the City.

11. *Complete Agreement.* This Agreement constitutes the entire and complete agreement by and between the parties, and the promises and covenants herein contained shall survive the life of this Agreement.

12. *Amendments.* This Agreement may not be amended unless such amendments are reduced to writing and approved by the City Commission and by the Board of Directors of the Chamber, and signed by both parties.

13. *Compliance With Florida Public Records Law.* Contractor expressly agrees that it shall comply with the public records law provided in Florida Statutes, Chapter 119, and specifically to:

(a) Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the contracted service.

(b) Provide the public with access to public records on the same terms and conditions that the City would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

(d) Meet all requirements for retaining public records and transfer, at no cost, to the City all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the City in a format that is compatible with the information technology systems of the City.

(e) Failure of the Contractor to comply with Public Records Law as provided by Florida Statutes, Chapter 119, shall subject the Agreement to termination for cause by the City.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**CITY CLERK
22 SOUTH BEACH STREET
ORMOND BEACH, FLORIDA 32174
(386) 676-3331
CITYCLERK@ORMONDBEACH.ORG**

Ref: Fla. Stat. §119.0701(2016)

IN WITNESS WHEREOF, the parties have signed this Agreement as of the day and year first above written.

Witnesses:

CITY OF ORMOND BEACH, a Florida
municipal corporation

Signature: _____
Print: _____

By: _____
BILL PARTINGTON
Mayor

Signature: _____
Print: _____

Attest: _____
JOYCE A. SHANAHAN
City Manager

Witnesses:

**ORMOND BEACH CHAMBER OF
COMMERCE, INC.**, a Florida corporation

Signature: _____
Print: _____

By: _____
DEBBIE COTTON
President and Chief Executive Officer

Signature: _____
Print: _____

Attest: _____
DON GRINDLE
Chairman



MEMORANDUM

July 22, 2022

- **TO:** Joyce Shanahan
(City Manager – City of Ormond Beach) cc: file
- **FROM:** Debbie Cotton
President/CEO – Ormond Beach Chamber of Commerce
- **SUBJECT:** Service Contract Report

Mission Statement

- To serve the community by advocating for businesses, developing leaders and promoting economic growth.

General Points About the Chamber

The Ormond Beach Chamber works to improve the business environment in Ormond Beach by advocating policies that encourage business success while respecting the interests of residents and the natural environment. The Chamber helps small businesses succeed and grow through participation in our networking opportunities, publications, high-traffic website, distribution of brochures at the Visitor Information Center, and more. Chamber members share their business knowledge and experience on a variety of committees which provide further benefit to the community.

- The Ormond Beach Chamber of Commerce assures businesses joining the chamber they are investing in a 501(C)6 not-for-profit corporation whose revenues are utilized for business and public good and not personal gain. In addition, standard procedures/policies and best practices are in place. The Chamber shall observe all local, state and federal laws which apply to Nonprofit organizations defined in Section 501(c)(6) of the Internal Revenue Code.
- The Ormond Beach Chamber is governed by a volunteer Board of Directors. It is nonpartisan and nonsectarian, and takes no part in nor lends its influence, either directly or indirectly, to the nomination, election, or appointment of any candidate for office in the City, County, State, or Nation. Chamber funds are limited to Chamber projects, which advance the commercial, residential, industrial, civic, and general interests of the City of Ormond Beach as provided for in the Articles of Incorporation and By Laws. No funds are otherwise distributed.

- Ormond Beach Chamber of Commerce is a Certified Plus Chamber, designation was awarded in 2019 by the Florida Association of Chamber Professionals. The certification is awarded to top chambers in the state of Florida for their outstanding achievement and dedication to the industry. The Certified Plus Designation is given to chambers that score an 86 or above during the judging process and recognize chambers that have met high standards such as excellence in organization management, service intent and capacity, professional administration, financial management and marketing/public relations. Certified Plus Chambers also strengthened free enterprise by protecting the business environment.

Ormond Beach Chamber of Commerce Service Contract Responsibilities

The Ormond Beach Chamber of Commerce and the City of Ormond Beach has entered into an agreement to provide the following services:

- Prepare and update (or obtain from other sources) the City of Ormond Beach's Business Annual Visitor Guide & Chamber Membership Directory Publication, bi-annual Area Map, Economic Development Materials such as the Bi-Annual "Doing Business in Ormond Beach" publication, real estate and other business brochures, and school information.
- Distribute/display/convey above materials at the Chamber's public Visitor's Welcome Center, via telephone, mail, e-mail, and internet, personal requests by the general public.
- Maintain a Small Business Partnership with VISIT FLORIDA. The State's official tourism marketing corporation that serves as Florida's official source for travel planning to visitors.
- Provide and maintain a public information website www.ormondchamber.com. In addition, the Chamber owns two main website domains. www.Visitormondbeach.org and www.visitormond.com. The chamber website is a resource for information about Ormond Beach visitors, residents and the business community.
- Answer/assist the general public's walk-in, telephone, e-mail, internet and mail inquiries about Ormond Beach and the surrounding area.
- Maintain open business hours from 9:00 a.m. to 5:00 p.m., Monday through Friday. Summer hours are 9:00 a.m. to noon to accommodate the seasons. Exclusive of legal holidays, special chamber events and meetings.

- Provide, in cooperation with the Central Florida Better Business Bureau, as a referral service for consumer complaints against businesses licensed to operate within the corporate limits of the city.
- Provide reporting to the city, summarizing the number of requests for visitor/relocation information, better business inquiries, community/social events, and miscellaneous requests.

Benefit to City of Ormond Beach Residents/Businesses

The Ormond Beach Chamber of Commerce serves the residents, as well as the businesses, of our city by engaging in a variety of economic development programs designed to:

- Increase wealth and prosperity for residents
- Ensure job opportunities for residents
- Expand the tax base of the City of Ormond Beach to provide greater services and reduce the financial burden on residents
- Improve the quality of life of residents by increasing the standard of living
- Ensure a bright economic future for the city
- Be a total business and community resource
- Located on one of the busiest roads in Volusia County, our location provides countless opportunities for visitors and new residents. The Ormond Beach Chamber of Commerce serves as the official visitor center for North East Volusia county and work with the Daytona CVB, increasing our reach and effectiveness in representing the City of Ormond Beach as a vacation and business destination. The Chamber also partners with VISIT Florida, the State of Florida's official tourism marketing corporation. The Chamber's partnership provides access to VISIT Florida's extensive tourism marketing resources.
- The Ormond Beach Chamber operates as a distribution center for a host of publications including a Visitor's Map, Membership Directory (which includes Ormond Beach history, demographics, school information, economic development information), Doing Business in Ormond Beach publication, club & organization lists, street maps, City of Ormond Beach publications and several additional brochures and information highlighting and promoting Chamber members. Information and brochures are provided at no charge to our visitors and members.

- The Chamber works with the Cities GIS Department to produce the Ormond Beach Map every 18- 24 month.
- The Chamber accepts requests for information through the mail, walk-in traffic, telephone, e-mail, through the Chamber website www.ormondchamber.com and by fax. The chamber has a page on the website for individuals to request information 24/7 <http://business.ormondchamber.com/info/> .
- The Chamber updates and shares information on our Facebook page daily with up-to-date alerts that are relevant to our residents, visitors and businesses. To date we have over 6,000 followers. <https://www.facebook.com/ormondchamber/> . Other Social media channels include:
 - **Instagram:** <https://www.instagram.com/ormondbeachchamber/>
 - **LinkedIn:** <https://www.linkedin.com/company/ormond-beach-chamber-of-commerce/?viewAsMember=true>
 - **YouTube:** <https://www.youtube.com/channel/UCgWHdFDL8QvEAYCSvXnj6NA>
 - **Ormond Beach take out, delivery and curbside Pickup Facebook group**
 - **StartupGrind Ormond Beach:** <https://www.facebook.com/StartupGrindOrmondBeach>
- The Ormond Beach Chamber of Commerce represents 650 business members and indirectly benefits the 2,500+ licensed businesses (City BTR) and 20,380 labor force reported by the Florida Department of Economic Opportunity in 2020. We strive to serve over 43,000 residents of Ormond Beach according to the US Census, through the above programs and promotion of “business,” as well as through a myriad of Chamber hosted events and programs/initiatives.
- The Chamber receives a weekly list of new business license that contains on average 15 new BTR. Staff reaches out to each to introduce the chamber and our services to the business community. 52 weeks x average 15 new BTR= 780 phone calls per year by chamber staff.
- The Chamber continues to remain a resource to our businesses/residents and is very active in communicating information to the public prior to and after a natural disaster or a public health pandemic.

Other Chamber Activities of Benefit to Members, Residents and Businesses:

- Monthly Networking Business After-Hours which showcase a host venue business and provide connectivity for members of the business community. This event is open to all businesses in the community and held on the 2nd Wednesday of each month from 4:30 to 6:30 pm. This timeline allows our business members to attend

the event and still be home with their families earlier in the evening.

- The annual “**Leadership Ormond Beach Program**” graduated class XVIII (18) 15 May 2022. The program is 9 half-day sessions. Leadership Ormond Beach program initiated by the Ormond Beach Chamber of Commerce is designed to increase awareness of our community, city and educational services and, to provide a forum for emerging community leaders. The classes average around 25 business and community members each year.
- Class XVII project is developing a **Youth Leadership Program**. Program is ready to launch with Seabreeze High School and Father Lopez High School and will be 6 afternoon sessions. Sessions to include Reaction Course, Health & Wellness, Government & Public Safety, Historical Day, Economic Development and Graduation.
 - The committee has selected 16 students to begin this inaugural program in September 2022.
- Four established Networking Groups comprised of Business Owners and representatives, formed for the purpose of generating local Business to Business and Chamber Member to Chamber member leads, referrals and doing business locally. All four groups meet at the chamber office and utilize the Chamber’s audio visual equipment for presentations.
- Ambassador Committee consist of 17 chamber members who attend and represent the Chamber at various functions including, but not limited to, ribbon cuttings, grand openings, member visitation, city events and special events. Ribbon cuttings are held on Thursday afternoons at 4:00 PM and are listed on the chamber’s calendar on our website, promoted on our Facebook page and promoted in the Ormond Beach Observer newspaper each week.
 - Ambassador committee reaches out to the business community on a monthly basis by welcoming new members and visits renewing members when appropriate.
- In 2021 the Chamber conducted 16 new business Ribbon Cutting Ceremonies.
 - 2022 Ribbon cuttings to date: 5
- The Ormond Beach Chamber has partnered with Halifax Health to host bi-monthly **Economic Prosperity Breakfast** forum. The Chamber fully supports the forum which brings community leaders, business owners and government officials together. We continue working with the City’s Economic Development Director to present to our members various challenges and/or viewpoints facing the local business community, demographic market shifts, and economic diversification and to recognize our local business leaders. This event is open to all businesses in the

- community.
- The 2022 calendar includes 5 events on the 3rd Wednesday, and all will be held at a member restaurant, To Better Days Wine Bar & Bistro: February, April, June, October (will take place at Halifax Health) and December of 2022.
 - The Chamber's Education Committee continues to focus on our teachers through the **Teacher of the Quarter Awards and Annual Luncheon**, the chamber has coordinated this program for 20+ years.
 - The Chamber will be resumed the quarterly recognition in the 2021-2022 school year in January of 2021. Ormond Beach schools included in program: Seabreeze high, Beachside Elementary, Ormond Beach Elementary, Ormond Beach Middle, Pine Trail Elementary, Pathways Elementary, Hinson Middle and Tomoka Elementary Schools.
 - TOQ Annual Luncheon was held in June 2022 at The Grind Gastropub and Kona Tiki Bar and included 16 teachers, their principles, the Mayor, Deputy Mayor and Volusia County School Board member, District 4 and OBCC Board members.
 - 2022 is the seventh year the Chamber offered the **Rob Ridder Scholarship** to Volusia County High School seniors that are children of Ormond Beach Chamber members. Our Chamber has been the chamber in Volusia County that offers a scholarship program. Scholarships are based on community activity, GPA and financial need. Our chamber continues to raise funds to distribute \$1,000.00 (one-time) scholarships. The committee conducted interviews with each candidate during the month of April & May and selected 7 recipients. 5 - Seabreeze High School, 1- Spruce Creek High School and 1- Mainland High School. Board members attended the high school's award ceremonies to present the award checks to the students.
 - The Government Affairs Committee works on behalf of our businesses to advocate for businesses and will take up issues locally or statewide. We have signed support letters with the Florida Chamber to support initiatives that effect our business community.

Committee Description: The Ormond Beach Chamber of Commerce Government Affairs committee (known as GA committee) takes a proactive approach in addressing local, state and national issues important to the Chamber and its mission of our membership and business community. This committee works to understand issues of interest to the businesses in the Ormond Beach and Volusia County area and to educate and communicate issues to the chamber members and community leaders.

- Governmental Affairs Mission Statement:** Identify and monitor legislative activity by promoting Public Policy in our state, region and city that affect the economy and culture of the Ormond Beach area.
- **Startup Grind Ormond Beach:** Chamber adopted this chapter in 2020 in partnership with the City of Ormond Beach's Economic Development Department and began hosting events in 2021. Ormond Beach is one of 7 chapters in the state of Florida. Past Speakers have included:
 - Nancy and Lowell Lohman (Ormond Beach)
 - Kevin Kyle- Germfree (Ormond Beach)
 - Dillon Kalkhurst (Ormond Beach)
 - Bill Navarra & Buzzy Porter, Realty Pros (Ormond Beach)
 - Sara and Dana Afshari- Dunkin Franchise owners (Ormond Beach)
 - <https://www.startupgrind.com/ormond-beach/> .
 Part of the Chamber's mission is to develop leaders and promote economic prosperity, with this program we can support and grow the Entrepreneurial community in Ormond Beach and Volusia County. We are here to educate, inspire and connect innovators, trailblazers and professionals.
 - **BOSS program: Business Owners Sharing Solutions** – This program is one of our mission driven programs. BOSS is a bi-annual, educational platform for the business community and promotes professional development. This program features a four-person panel of experts from the chamber membership that have expertise in business topics, some of our past topics have been:
 - How to Set Goals
 - How to be an Effective Leader
 - How to Network and Build Relationships
 - How to give amazing Customer Service
 - **Lunch With the Mayor Program** was been suspended the past year due to COVID outbreaks, we will be resuming this series of meetings with the Mayor of Ormond Beach connecting our Chamber members and potential members to ensure our relevance within our business community. The lunch expense is covered by Business members so there is no cost to the chamber or the invited attendees. Through these casual meetings. Each lunch meeting is 15-20 business and/or community members.
 - Chamber President, Debbie Cotton has served as the Chair for the Volusia County Alliance for the past 3 years. The Alliance is a non-profit organization, with a focus on public education, existing industry expansion, new business recruitment and job creation for the citizens of Volusia County and all of her cities. The Alliance consist of all 7 chambers in Volusia County. We are partnering together to connect, inspire

- and grow our business community. Each year the Alliance hosts a Mega Mixer, which combines a business expo and a business after-hours. This annual event offers chamber members from all of our chambers to display and advertise their products and service to a large number of potential customers. Typically, we have over 100 vendors and 500 in attendance.
- The Mega Mixer was not held in 2020 or 2021 and was back in June 2022.
- The Chamber maintains an informative, functional website which contains over 1,000 links to local businesses, city services, county information, etc.
 - 2021 Business Member page searches – 265,426
 - 2022-Year to date - January to June – 115,490

2022 Established Signature Events:

2022

- January 28th Annual Installation/Awards Banquet- Hard Rock Hotel
- March 25th Women2Women Spring Luncheon, Keynote: Maryam Ghyabi-White & Joyce Shanahan
- April 22nd 53rd Annual Mayors Golf Tournament, Halifax Plantation
- June 9th Chamber Alliance Mega Mixer (Multi chamber business expo)
- July 21st Morning, Mix & Mingle, Oceanside Country Club
- September 27th Nine & Dine, LPGA
- October 11th State of the City Luncheon, Oceanside Country Club
- November 2nd Women2Women Fall Mini-conference & Luncheon: Keynote Speaker Teresa Rand

2022 Recurring events/programs

- 2nd Wednesday Monthly Business After-Hours (Sparklers)
- Quarterly- Chamber, Coffee, Connect (New Member Orientation)
- Weekly Ribbon Cuttings for New Business
- Bi-Monthly Economic Prosperity Hour events
- Startup Grind Ormond Beach- 4 times a year

- Bi- Weekly Net Group meetings for 4 groups

Joint Events 2022

- February 2022- Joint Business After-Hours with Daytona Regional Chamber and is hosted by an Ormond Beach Business.
- June 2022 – Volusia Chamber Alliance Mega Mixer with all 7 chambers in Volusia County.
- August 2022 - joint Business After-Hours with Daytona Regional Chamber and will be hosted by a Daytona Beach Business.
- November 2022 - Annual Joint Business After Hours with Holly Hill Chamber at Iron Horse.

Visitor Center Update:

- The Chamber and Visitor Information Center at 165 W. Granada Boulevard, presents a positive public image of Ormond Beach to tens of thousands of people each year. Our full-time staff welcomes thousands of visitors and hundreds of new residents to Ormond Beach each year. The Chamber distributes publications, handles better business services, and works on a host of community projects.

Visitor/Inquiry tallies for the period indicated below:

October 2019 to September 2020

Walk-ins: 2,633
Telephone: 4,259
Email/Website: 42,516
Total: 49,459

October 2020 to September 2021

Walk-ins: 2,028
Telephone: 3,601
Email/Website: 41,961
Total: 47,590

<u>2021-2022</u>	Oct.	Nov.	Dec.	Jan.	Feb	Mar	April	May	June	July	Aug	Sept	Totals
<u>Walk ins</u>	230	240	153	404	231	291	164	129	108				1950
<u>Telephone</u>	266	278	160	303	97	221	209	233	112				1879
<u>EMail</u>	3813	3726	3525	3723	3510	3909	3696	3590	3690				33182
<u>Totals</u>	4309	4027	3838	4070	3838	4421	4069	3952	3812				36336

Summary- The total inquiries are slightly down about 3% over same time period October to September in 2019-2020 to 2020-2021. Visitor traffic is still lagging still due to COVID variant outbreaks. The Chamber has 3 full-time staff and 2

part-time staff that are working with businesses and visitors daily. Our season trends to fall and winter for visitors, snowbirds and relocation inquiry. We typically get very slow in the summer months (May- September) with walk in traffic and phone inquiries. We are on track for this year to match last year's numbers.

2021– 2022 Highlights

- 2020 - 72 new members / 2020 - Retention Rate: 81%
 - 2021 – 114 new members / 2021- Retention Rate: 86%
 - 2021- 880 Member referrals
 - 2022 – 67 new members as of June 30th.
 - New members up 58% from 2020-2021/ Retention rate up 5%
 - Members to date (06/30/2022) – 651
 - Member locations: 418 businesses in Ormond Beach, 110 businesses in Daytona Beach
- 2021 - The new visitor street map was last updated and delivered in May 2021 and the chamber has over 5,000 copies to provide visitors as they come to the office. The map is updated every 18 months. New map will be updated in Q1 2023.
 - 2022- the Annual 2022-2023 Visitors Guide & Membership Directory was completed and received in June 2022. This publication features all the chamber members, city information for relocation and tourist information. This is distributed to all chamber members, HOA's, city staff and anyone looking for information on our business community. The chamber prints 1,500 copies. A digital flipbook is available on the front page of the website to allow our guests to use our business members.
 - 2021-2022 Media partnerships include the following media outlets: Daytona Beach News Journal, Money Pages, Ormond Beach Observer to showcase current or upcoming Chamber activities and new members.
 - The Chamber's electronic newsletter, "The Chamber Insider" is sent out weekly on Fridays with a distribution to over 2,700 businesses, with an open rate of 23%. The newsletter features chamber events, community events and member highlights. The Chamber continues to enhance our visibility with information provided through our Website, consistency with Social Media presence.
 - Social Media is where we find most people follow us with news and event updates; To date we have 5,750 followers. The # campaign is very popular, and we get a lot of interaction through different types of campaigns.
 - #MembershipMonday- features a member to member photo

- #ToursimTuesday, #TakeoutTuesday - features our restaurants and businesses or community events in our area.
 - #TestimonialTuesday- member testimonial videos
 - #NetworkingWednesday- features a business quote or a networking photo
 - #ThrowbackThursday- features a chamber or city photo from years past
 - #FridayFavorite- features something that is a favorite item the day
- The Chamber continues the “Partnership” Program. The Chamber and Business Members entered into an annual agreement for overall sponsorship/advertising/consistent exposure throughout the year. This program continues to grow with the addition of 5 new partnerships as of June 30, 2022. Southstate Bank, Morgan Stanley, Blossom Dental, C.M. Custom Pools and R&R industries. with our businesses that brings us to 22 Partnerships.

COMPLIANCE WITH FLORIDA PUBLIC RECORDS LAW

Contractor expressly agrees that it shall comply with the public records law provided in Florida Statutes, Chapter 119, and specifically to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the contracted service.
- (b) Provide the public with access to public records on the same terms and conditions that the City would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- (d) Meet all requirements for retaining public records and transfer, at no cost, to the City all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the City in a format that is compatible with the information technology systems of the City.
- (e) Failure of the Contractor to comply with Public Records Law as provided by Florida Statutes, Chapter 119, shall subject the Agreement to termination for cause by the City.

The above report is a synopsis of all the services, programs, functions, events the Chamber has performed.

If any additional information is required, please do not hesitate to contact me directly.

Ormond Beach Chamber of Commerce
City of Ormond Beach
City Contract report

July 22, 2022

Respectfully submitted,

Debbie Cotton

Debbie Cotton, FCCP, IOM
President/CEO
Ormond Beach Chamber of Commerce



Purpose: Partnership with the City of Ormond Beach utilizing public funds to provide a wide variety of programs, events, services and publications which are vital to enhancing the quality of life for all residents; promoting economic development; stimulating the local business climate; welcoming Visitors and new residents to the area; and presenting a positive image of Ormond Beach.

The Ormond Beach Chamber of Commerce represents the City of Ormond Beach, serving as the official gateway for visitor and relocation information and as a resource center for and valued by, the entire community. It additionally serves as the City's contact for Better Business Bureau complaints and information.

These services are provided for the public good and to promote commerce in the City of Ormond Beach. The future of the Ormond Beach business community is enhanced by the variety of services provided by the Chamber of Commerce.

Contract: The Chamber services contract mandates performance clauses which ensure excellence and efficiency in the performance of the above functions. The City has set control standards over the usage of public funds to comply with legal requirements. The Ormond Beach Chamber of Commerce is responsible for paying all costs associated with the execution of this agreement.

Term: One year, October 1, 2022 through September 30, 2023.

Responsibilities:

1. Prepare and update (or obtain from other sources) City of Ormond Beach's business, resident, visitor, and relocation information, including attraction guidebooks, area maps, economic development materials, real estate brochures, tourism publications, school's information and other relevant materials for the public good. Distribute these materials at our welcome center (via mail, email, website and personal walk in requests).

Examples: Bi-Annual Doing Business in Ormond Beach Publication, Ormond Beach bi-annual Visitor Map, Annual Visitor Guide & Membership Directory.

2. Provide and maintain a public information website www.ormondchamber.com. In addition, the Chamber owns two main website domains. www.Visitormondbeach.org and www.visitormond.com. The chamber website is a resource for information about Ormond Beach visitors, residents and the business community.



3. Maintain a Small Business Partnership with VISIT FLORIDA. The State's official tourism marketing corporation that serves as Florida's official source for travel planning to visitors.
4. Answer public walk-in, telephone, internet and mail inquiries about the Ormond Beach area regarding tourism, relocation, quality of life, and economic development. Our inquiry figures for the period of
 - a. October 2019 to September 2020 – 49,459
 - b. October 2020 – September 2021 total- 47,590
 - c. October 2021 -June 2022 – 36,336
5. Maintain business hours Monday through Friday, 9:00 am to 5:00 pm, excluding major holidays and conflicting events that require the office to be closed. Office hours are altered to fit the season in the summer and are May 1st to September 30th and are Monday - Thursday, 9:00 am to 5:00 pm and Friday 9:00 am to noon.
6. Act as central point of referral service for consumer complaints against businesses licensed to operate within the corporate limits of the City of Ormond Beach.
7. Fund and host a variety of special events, networking opportunities and informational programs that serve to stimulate the local business climate and enhance the quality of life for Ormond Beach's 42,000+ residents and about 3,000+ active businesses.

Board: The Ormond Beach Chamber of Commerce Board of Directors and its Executive Committee is representative of the membership. The 2022 Board consists of 19 voting members representing various industries, non-voting ex-officio directors/legal counsel, as well as the Mayor, City Manager and Executive Director of Ormond Mainstreet who are appointed as non-voting ex-officio directors.

Reporting: Reporting Period: October 2021 to June 2022.

Usage of Funds: The efforts of the Ormond Beach Chamber of Commerce to provide the stated services, programs, and publications require significant funding which is largely comprised of member dues, paid advertising programs and sponsorship solicitations. The funds received from the City of Ormond Beach contract help to offset a portion of these operating costs needed to serve business members, visitors and residents.

The Chamber is on a cash basis and the 2021 operating budget was \$384,250 with a net income of \$767.00. 2021 actuals were \$416,386 with a net income of \$35,485. This was due to an open full-time position that was budgeted and not



filled due to unknowns from the effects of COVID. The Chamber also received PPP funds in January 2021 of \$48,454 that were forgiven in July 2021.

The Chamber's 2022 budget remained somewhat conservative at \$402,593, the outlook is positive for the 2022 however the supply chain and labor issues have still had an effect on businesses. Year to Date as of July 30, 2022, we are -89.5% over projected budget for the time frame of Jan.to June 2022 with a net income YTD of \$20,131. The projected 2022 Budget includes city funding request of \$32,000.

The chamber website has been a crucial resource to our businesses, residents, and visitors for information. Google Analytics Overview:

January – June 2022

Users: 20,083 New Users: 19,891 sessions: 24,385 Page Views: 46,141

Businesses in our online Directory have had 115,490-page hits. Top category searches: Restaurants, Lodging & Travel and Real Estate.

Informational

- Website: www.ormondchamber.com
- Visitor Guide & Membership Directory – completed in June 2022
- Doing Business in Ormond Publication – completed in November 2021
- Electronic Newsletter- distribution over 2,700
- Lobby Business Literature Kiosks
- Ormond Beach Area Map – new map in Q1 2023
- Ormond Beach Chamber Facebook Page, over 6,000 followers.
- Ormond Beach Take out, Delivery & Curbside pickup Facebook Group
- Ormond Beach Chamber You Tube Channel
- Ormond Beach Chamber Linked-in
- Ormond Beach Chamber Instagram
- Volusia County Chamber Alliance website
www.volusiachamberalliance.com

Signature Annual Events

- February - Board Installation Banquet
- March and November – Women2Women Luncheon
- April - Mayors Golf Tournament
- July - Morning Mix and Mingle
- September - Nine & Dine Golf
- October - State of the City Luncheon



Business Education & Programing

- Leadership Ormond - 2022 Class XVIII completed and graduated in May of 2022 with 21 graduates.
- **NEW-** Youth Leadership Program- will begin in September 2022. The class consists of 16 high school students from Seabreeze High School and Father Lopez High School. The Program will consist of 6 sessions after school and the class will graduate in November of 2022.
- Rob Ridder Scholarship
 - Funded seven (7) - \$1,000 scholarships in 2022 to high school seniors
 - 5- Seabreeze High School
 - 1- Spruce Creek High School
 - 1- Mainland High School
- StartUp Grind Ormond Beach - Chamber adopted this chapter in 2020 in partnership with the City of Ormond Beach's Economic Development Department and began hosting events in 2021. The mission of the program is to Educate-Inspire-Connect the Entrepreneurs in Ormond Beach and Volusia County. We will feature 4 Entrepreneurs each event. The Chapter will host 4 events per year.
- Host on-site consultations with SCORE mentors and prospective Entrepreneurs
- Economic Prosperity Hour - 5 events a year
- BOSS Program (Business Owners Sharing Solutions) this program is a bi-annual educational platform for the business community and promotes professional Development.
- Quarterly Lunch with the Mayor program
- Ribbon cuttings: the Chamber hosts and conducts weekly Ribbon Cutting ceremonies to businesses that are new, relocated, expanded or remodeled
- Monthly Business After-hours- 2nd Wednesday of the month
- Quarterly Chamber. Coffee. Connect program designed to inform new business members and new representatives for existing businesses about the resources available to assist them in their business.
- Quarterly Teacher recognition
 - Recognizing one teacher at 9 schools every quarter – Resumed 2021-2022 school year and was able to do presentations in January and May of 2022.
- Annual Teacher of the Quarter celebration luncheon in June 2022
 - Hosted 16 teachers and their principals attend as well as elected city and school board officials.

Ormond Beach Chamber Affiliations

- U.S. Chamber of Commerce
- Florida Chamber of Commerce
- Florida Association of Chamber Professionals (FACP)
- Association of Chamber of Commerce Executives (ACCE)



- Volusia County Chamber Alliance

COMPLIANCE WITH FLORIDA PUBLIC RECORDS LAW

Contractor expressly agrees that it shall comply with the public records law provided in Florida Statutes, Chapter 119, and specifically to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the contracted service.
- (b) Provide the public with access to public records on the same terms and conditions that the City would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- (d) Meet all requirements for retaining public records and transfer, at no cost, to the City all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt.
- (e) from public records disclosure requirements. All records stored electronically must be provided to the City in a format that is compatible with the information technology systems of the City.
- (f) Failure of the Contractor to comply with Public Records Law as provided by Florida Statutes, Chapter 119, shall subject the Agreement to termination for cause by the City.

We respectfully request consideration for an Annual Contract Amount requested by Ormond Beach Chamber of Commerce for 2022-2023: **\$ 32,000.00**

This requested amount is the same amount as last year to apply this money to support the Visitor Center and StartUp Grind program.

The Ormond Beach Chamber of Commerce respectfully submits this request for renewal of contract services, to the City of Ormond Beach, for consideration during its budget preparation process. The requested amount represents approximately 8% of our operating budget.

Thank you for your consideration in allowing us to continue to provide high quality services to the business community and to those who visit our City and relocate here.

Respectfully submitted:

Debbie Cotton, President & CEO
Ormond Beach Chamber of Commerce

Don Grindle, 2022 Board of Directors Chairman
Ormond Beach Chamber of Commerce



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Brian Rademacher, Economic Development Director

Date: September 21, 2022

Subject: Team Volusia Service Contract

Commission Goal: Economic Development - Other

Introduction

This is a request for the City Commission to approve a service contract with the Team Volusia Economic Development Corporation (TVEDC) in support of the City's comprehensive economic development program.

Background

The City of Ormond Beach has approved a similar economic development service contract over the past eleven years with TVEDC. The funding formula for the various municipalities within the County is \$0.50/resident, which was a formula first adopted in 1993. A municipality may instead opt to participate on the TVEDC Executive Level, which costs \$25,000 rather than the formula of \$0.50/resident. The City Commission approved the Executive Level Investor option in fiscal year (FY) 2014 and has voted to approve funding at the \$25,000 level every year since. The Executive Level option allows the City to serve on the Executive Committee, which has greater governance and fiduciary oversight of the TVEDC.

Discussion

The purpose of this agreement is to enhance the City's Economic Development Strategic Plan by providing business recruitment programs. The primary focus of TVEDC is to increase the level of qualified business prospects for the available industrial property at the Airport Business Park and Airport, Ormond Crossings Planned Development, and other available private properties throughout the City. Volusia County assists the cities with business retention and expansion initiatives.

The TVEDC will also represent Ormond Beach at trade shows throughout the United States and internationally, and provide contact and company names from the trade shows that express interest in Ormond Beach and surrounding areas. The TVEDC

operates a countywide interactive website that promotes available city properties to site selectors and companies that are searching for new corporate locations. TVEDC also creates promotional materials and statistical data for the region and the City of Ormond Beach related to economic development.

Currently the cities of Daytona Beach, DeBary, Deland, Deltona, Edgewater, Lake Helen, New Smyrna Beach, Orange City, Ormond Beach, Port Orange, South Daytona, Daytona Beach Shores, Holly Hill, and the County of Volusia are members of TVEDC. The cities of Daytona Beach, Deland, Deltona, Edgewater, New Smyrna Beach, Ormond Beach, and Port Orange have made commitments at the Executive Level Investment. Ormond Beach Economic Development Director Brian Rademacher serves on the Economic Development Practitioners Council.

Over the past year, TVEDC staff has worked closely with the City's Economic Development Director to promote several sites by business prospects. Follow up visits and meetings with some of the prospects are expected over the coming months.

Budget Impact

The \$25,000 funding level provides the City with the ability to participate in a more active role on the TVEDC Executive Committee and is included in the FY 2022-2023 General Fund budget.

Citizen Impact

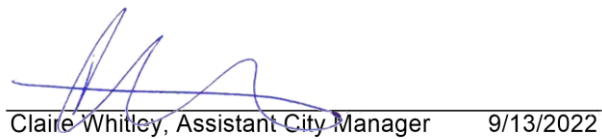
The TVEDC works with the City of Ormond Beach Economic Development Department staff to enhance the business recruitment efforts and to provide additional marketing of the City's economic development programs. The funding of the annual contract will provide a positive impact to the citizens of Ormond Beach, as it will improve the business climate in the City and provide for additional capital expenditure and job creation opportunities.

Recommendation

Staff recommends the City Commission approve the economic development service agreement for FY 2022-2023 with the Team Volusia Economic Development Corporation.

Attachments:

- 22-112 Team Volusia Service Contract (P22-0118G) (PDF)
- Ormond Beach 2022-2023 TVEDC Cooperative Agreement (PDF)

REVIEWED BY:
Kelly McGuire, Finance Director 7/27/2022
Claire Whitley, Assistant City Manager 9/13/2022**APPROVED BY:**
Joyce A. Shanahan, City Manager 9/13/2022

RESOLUTION NO. 2022-112

A RESOLUTION AUTHORIZING THE EXECUTION OF A COOPERATIVE ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE CITY OF ORMOND BEACH AND TEAM VOLUSIA ECONOMIC DEVELOPMENT CORPORATION; AND SETTING FORTH AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. The Mayor and the City Manager are hereby authorized and directed to execute a Cooperative Economic Development Agreement between the City of Ormond Beach and Team Volusia Economic Development Corporation (TVEDC) for the purposes set forth therein. A copy of said service contract is attached hereto and incorporated herein by reference.

SECTION TWO. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED this 21st day of September, 2022.

BILL PARTINGTON
Mayor

ATTEST:

SUSAN CARROLL DAUDERIS
City Clerk

COOPERATIVE ECONOMIC DEVELOPMENT AGREEMENT

THIS AGREEMENT is made and entered into this ____ day of _____, 2022 by and between the City of Ormond Beach, a Florida municipal corporation, hereinafter referred to as "City", and Team Volusia Economic Development Corporation, a Florida non-profit corporation, hereinafter "TVEDC".

WHEREAS TVEDC intends to engage in a cooperative venture between the public and private sectors for the purpose of recruiting new businesses to Volusia County and, when requested by the City, fostering expansion of existing businesses within Volusia County; and

WHEREAS, to avoid a fragmentation of efforts and jurisdictional competition, various municipalities of Volusia County and the business community have come together to support a unified business development effort through TVEDC; and

WHEREAS, the City Commission of the City of Ormond Beach have agreed to appropriate the amount of **Twenty-Five Thousand Dollars and .00 cents (\$25,000.00)** in the budget for the fiscal year 2022-2023 to support economic development activities, such sum qualifies the City for a seat on TVEDC Executive Committee.

WHEREAS the City desires to contract with TVEDC to perform such economic development activities and to insure accountability for use of public funds.

NOW, THEREFORE, in consideration of the covenants hereinafter set forth, the City and TVEDC hereby agree as follows:

1. **Purpose of Agreement.** The purpose of this Agreement is to support and implement a program of economic and business development and expansion throughout Volusia County in order to enhance the economic well-being of the citizens of the City. To this end, the City desires to contract with TVEDC in order to provide for implementation of the economic and business development program and to ensure accountability for the use of public funds.
2. **Program Funding.** The City shall pay to TVEDC the sum of **Twenty-Five Thousand Dollars and .00 cents (\$25,000.00)**("City Funding"), such sum being the total compensation to be paid by the City for the work performed under this Agreement, unless this amount is reduced or rescinded as provided herein. The City may make one (1) annual payment equal to the City Funding on or before October 15, 2022. The City will receive quarterly reports which details the activities of TVEDC including the revenues and expenses for the period. The City shall contact TVEDC in writing when future funding for TVEDC is discussed at a public meeting.

3. **Program Requirements.**

- a. TVEDC shall plan, implement and evaluate a program to recruit new businesses to the City; to foster expansion of existing businesses within the City upon the City's request; and in a manner provided herein to forestall the relocation of businesses located in the City to a location outside of Volusia County. TVEDC will not assist the City or any existing business with the City's and/or existing business' attempt to relocate such existing business from any other city or Volusia County who is a member of TVEDC ("Other Governmental Entity"), unless either the City or such business provides TVEDC with written consent for such assistance from the Other Governmental Entity. TVEDC will not assist any Other Governmental Entity or any existing business with such Other Governmental Entity's and/or existing business' attempt to relocate such existing business from the City to any Other Governmental Entity, unless the Other Governmental Entity or such existing business provides TVEDC with written consent for such assistance from the City, which the City may refuse to provide in the City's sole discretion.
- b. It is the desire of the parties that businesses within Volusia County provide stable and rewarding employment for local citizens and that businesses respect the environment, appearance, and well-being of the City. TVEDC shall engage in good faith efforts to foster the goals of diversity and equitable minority participation in its economic development outreach, planning and programming actions. TVEDC shall pursue the goal of full economic participation in actions supportive of the ethnic and racial diversity of the City's community. Except as provided in Section 3.a. above, TVEDC shall disregard boundaries within Volusia County in its program and shall make all reasonable efforts to work with all sectors of local government and the Chamber Alliance, who shall be composed of the executives of several area Chambers of Commerce, in the implementation of its program. TVEDC shall use the funds herein provided for expenditures generally recognized as appropriate for economic and business development purposes. TVEDC shall separately account for use of public funds provided under this Agreement through generally accepted accounting methods. TVEDC shall also provide promotional materials and statistical studies to the City related to economic development.

4. **Promotional Efforts** TVEDC also agrees to create and maintain a landing page for the City on TVEDC's website providing factual redevelopment/economic development information requested by TVEDC and supplied by the City. The City will timely provide TVEDC with information regarding the City as requested from time to time by TVEDC for inclusion by TVEDC on the City's landing page. In addition, it is hereby agreed that TVEDC in its promotional materials will specifically include positive aspects of the City and, upon request, will provide (a) prospective businesses and industry outside Volusia County's jurisdictional limits and only as contemplated in Section 3.a. above, in Other Governmental Entity jurisdictional limits, and (b) existing businesses and industry inside the City's jurisdictional limits with the latest statistics on the City's growth and desirable features as a place to locate and expand. The City agrees to provide TVEDC with access to whatever information it has available to accomplish this task. Consistent

with the purposes set forth in Paragraph 1 above, TVEDC will promote the City's special districts and all other industrial/commercial sites located in the City.

5. **Fiscal Impact Analysis.** TVEDC will provide professional advice on proposed industrial/commercial sites located in the City and any other future areas deemed important by the City. As part of its scope of services, TVEDC shall perform, at the City's request, a fiscal impact analysis of its recommendation; such analysis shall include but not be limited to:
 - Present cost of direct out-of-pocket City and County incentives if any
 - Cost of tax revenues forgone, if any, plus interest
 - The amount of other tax revenue streams to be collected by the City
 - An estimate of any economic multipliers to be derived based upon a company's local purchases, etc.
 - An estimate of the break-even year
6. **Economic Development Intent** TVEDC's primary focus its effort on job creation and economic development. TVEDC shall actively work with and coordinate its efforts with the City and the Chamber Alliance. The City shall assign a staff member to serve on any of TVEDC Committees as needed and required. TVEDC shall provide the City with an annual report outlining the creation of all jobs within Volusia County and the City.
7. **Report of Operations.** Upon request, TVEDC shall provide the City with a copy of its annual audit performed by an independent certified public accounting firm.
8. **Future Funding.** Nothing in this Agreement shall obligate or commit the City to appropriate any funds in any subsequent fiscal year.
9. **Term of Agreement.** This Agreement shall commence on October 1, 2022 and shall continue in force for a one-year period ending September 30, 2023. In addition, this Agreement may be terminated upon any of the following events;
 - a. Written notice by TVEDC to the City terminating the Agreement with or without cause.
 - b. Written notice by the City to TVEDC of termination of the Agreement for failure or breach of TVEDC to perform its obligations hereunder.
 - c. Approval of a resolution by the City Commission amending the City budget to reduce or rescind the funds provided under this Agreement in accordance with Paragraph 2 above.

Because TVEDC is reasonably likely to have made financial commitments based upon the City Funding received, the effective date of any termination of this Agreement contemplated herein shall be effective thirty (30) calendar days after receipt by the non-terminating party ("Termination Effective Date"). Unless otherwise agreed by the City and TVEDC, upon termination of this Agreement by the City or by TVEDC prior to the end of the Term, TVEDC will reimburse to the City one quarter (1/4th) of the City Funding for each full calendar quarter of the Term remaining from the Termination Effective Date through the end of the Term, with payment being made within ten (10) business days after the Termination Effective Date.

10. **Compliance with Florida Public Records Law.** Contractor expressly agrees that it shall comply with the public records law provided in Florida Statutes, Chapter 119, and specifically to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the contracted service.
- (b) Provide the public with access to public records on the same terms and conditions that the City would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- (d) Meet all requirements for retaining public records and transfer, at no cost, to the City all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the City in a format that is compatible with the information technology systems of the City.
- (e) Failure of the Contractor to comply with Public Records Law as provided by Florida Statutes, Chapter 119, shall subject the Agreement to termination for cause by the City.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**CITY CLERK
22 SOUTH BEACH STREET
ORMOND BEACH, FLORIDA 32174. (386) 676-3331
cityclerk@ormondbeach.org**

Ref: Fla. Stat. §119.0701(2016)

11. **Notices.** Notices required under this Agreement shall be sent by U. S. Mail, first class, certified return receipt requested, or nationally recognized express document service to the following persons representing the parties:

City:	City Manager City of Ormond Beach 22 S Beach Street Ormond Beach, FL 32174
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TVEDC: Keith A. Norden, CEcD
 President and CEO
 Team Volusia Economic Development Corporation
 One Daytona Blvd., Suite 240
 Daytona Beach, FL 32114

12. Indemnification. TVEDC shall indemnify and hold harmless the City from and against all claims, damages, losses and expenses, including attorneys' fees and costs, arising out of or resulting from the performance of its operations under this Agreement.

13. Amendments. This Agreement may be amended or modified only by an instrument of equal formality signed by the respective parties.

14. Entire Agreement. This Agreement constitutes the entire agreement between the parties. There are no further or other agreements or understandings, written or oral in effect between the parties relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, the parties hereto set their hands and seals this _____ day of _____ 2022.

CITY OF ORMOND BEACH a Florida Municipal Corporation.

By: _____ Date: _____
 City of Ormond Beach, Mayor

Attest: _____ Date: _____
 City of Ormond Beach, City Manager

Attest: _____ Date: _____
 City of Ormond Beach, City Clerk

Team Volusia Economic Development Corporation, Inc., a Florida not-for-profit corporation

By: Keith Norden Date: July 12, 2022

Title: President + CEO

Attest: Deborah A. Robbins Date: July 12, 2022



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Kelly McGuire, Finance Director

Date: September 21, 2022

Subject: Property, Casualty, Liability & Workers' Compensation Insurance FY 22-23

Commission Goal: Governance - Other

Introduction

This is a request to approve the purchase of insurance coverage brokered by Brown & Brown of Florida, Inc. (Brown & Brown), for Property, Inland Marine, Crime, Auto Physical damage, Excess Workers' Compensation, Accidental Death and Dismemberment (Police Officers and Firefighters), National Flood Insurance Program (NFIP) Flood, Pollution, Professional Liability (EMT's and Paramedics), General Liability (including Law Enforcement Liability), Tenant and Users Liability insurance policy (TULIP) (Special Events), Cyber Liability, and Active Assailant Liability insurance, effective October 1, 2022.

Background

Marketing for property, casualty, liability, and workers' compensation insurance was conducted by the current insurance broker, Brown & Brown of Florida, Inc., as part of the ongoing contract. The Brown & Brown proposal represents responses from various insurance carriers.

Each year, the City's broker approaches the insurance market to find suitable carriers to insure the City's risks, taking into consideration the type of exposure to loss, availability of coverage, the City's loss record or claim history, and current market intelligence. Additional negotiation is conducted, considering the City's tolerance for risk, and measures in-place to prevent or minimize the impact of a loss, e.g., safety programs, drug-free workplace policy.

Discussion

The coverage and limits of insurance proposed mirror the current program. The insurance proposal presents coverage options to protect the risks known and/or

identified as exposed to potential loss by damage or destruction, illness or injury, and legal liability. The broker evaluates the proposed coverage, assessing the adequacy of coverage, the service capability of the carrier, the financial stability of the carrier and the cost to purchase coverage.

The proposal reflects a total premium of \$1,264,705 for all lines of coverage mentioned in the introduction. The total cost is an overall increase of \$236,807 (23.03%) from the current fiscal year. The change is a result of the following factors:

- 1) Increase in property values of \$32,429,284 (24%) due to an updated appraisal of the full schedule in April of 2022, property improvements, as well as additional buildings added to the insurance schedule.
- 2) Property insurance rate increase (7.7%) due to overall market increases because of multiple named storms, wildfires, flooding, and other natural disasters in the past three years.
- 3) Workers' Compensation premium increase of \$21,778 (20%) due to an increase in payroll (15.00%) and a (5%) rate increase.
- 4) Cyber Liability is seeing an increase this year of \$8,800 due to recent cyber-related attacks that have affected the market over the last 12 months. Due to the past events, all cyber carriers are reviewing their books of business and realizing that the premium that is currently being charged to policy holders is inadequate to the potential exposure.

Budget Impact

Funding for the insurance coverage noted above was included in the Fiscal Year 2022-2023 budgets of Fund 502-Workers' Compensation Fund and Fund 504-General Liability Insurance Fund.

Citizen Impact

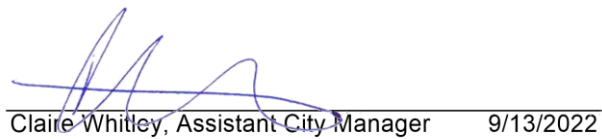
By continuing to secure appropriate levels of insurance coverage, the City is better able to protect its financial resources, minimize impacts to City provided services, and prepare for both known and unknown losses.

Recommendation

Staff and the Insurance Program Committee recommend approval of the purchase of property, casualty, liability, workers' compensation and active shooter liability insurance through its broker Brown & Brown of Florida, Inc., effective October 1, 2022.

Attachments:

- 22-113 PCL&WC INSURANCE (PDF)
- Updated proposal (PDF)

REVIEWED BY:
Kelly McGuire, Finance Director 9/12/2022
Claire Whitley, Assistant City Manager 9/13/2022**APPROVED BY:**
Joyce A. Shanahan, City Manager 9/14/2022

RESOLUTION NO. 2022-113

A RESOLUTION ACCEPTING PROPOSALS FOR THE PROVISION OF VARIOUS FORMS OF INSURANCE COVERAGE, INCLUDING PROPERTY, INLAND MARINE, AUTO PHYSICAL DAMAGE, EXCESS WORKERS' COMPENSATION, CRIME, ACCIDENTAL DEATH AND DISMEMBERMENT (POLICE OFFICERS AND FIREFIGHTERS), NATIONAL FLOOD INSURANCE PROGRAM (NFIP) FLOOD, POLLUTION, PROFESSIONAL LIABILITY (EMT'S AND PARAMEDICS), GENERAL LIABILITY (INCLUDING LAW ENFORCEMENT LIABILITY), TENANT AND USERS LIABILITY (TULIP) (SPECIAL EVENTS), CYBER LIABILITY, AND ACTIVE SHOOTER LIABILITY INSURANCE; AUTHORIZING THE EXECUTION OF DOCUMENTS RELATIVE THERETO; AUTHORIZING PAYMENT THEREFOR; AND SETTING FORTH AN EFFECTIVE DATE.

WHEREAS, the City, through its agent of record (Brown and Brown of Florida, Inc.) solicited proposals, and

WHEREAS, the City's professional staff and its agent of record, Brown & Brown of Florida, Inc., evaluated the proposals received and determined the proposals for the coverage listed herein for **\$1,264,705** to be the best and most advantageous proposals for the City a copy of said proposals being attached hereto and incorporated herein by reference: including but not limited to Property, Inland Marine, Auto Physical Damage, Excess Workers' Compensation, Crime, Accidental Death and Dismemberment (Police Officers and Firefighters), NFIP Flood, Pollution, Professional Liability (EMT's and Paramedics), General Liability (including Law Enforcement Liability, Tenant and Users Liability (TULIP) (special events) insurance coverage,

Cyber Liability, and Active Shooter Liability insurance to be effective on October 1, 2022, to be placed with various insurance carriers, and

WHEREAS, the City Commission recognizes that there continues to be circumstances and situations in which the City, while properly exercising its governmental, corporate, and proprietary powers as provided by law, may have no other recourse but to assume contractual obligations providing for the indemnification of certain vendors, service providers, or other private parties, and

WHEREAS, the City Manager has confirmed that sufficient funds have been set aside and are available in Fund 504-General Insurance Fund and Fund 502-Workers Compensation Fund for FY 2022-2023 to defray the cost of the required premiums for the aforementioned policies of insurance, now therefore,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. The City Commission accepts the proposals that have been submitted for the provision of various lines of insurance coverage including but not necessary limited to Property, Inland Marine, Auto Physical Damage, Excess Workers' Compensation, Crime, Accidental Death and Dismemberment (Police Officers and Firefighters), NFIP Flood, Pollution, Professional Liability (EMT's and Paramedics), General Liability (including Law Enforcement Liability, Tenant and Users Liability (TULIP) (special events) insurance coverage, Cyber Liability, and Active Shooter Liability insurance coverage to be effective on October 1,

2022, in consideration of the payment by the City of an annual total premium not-to-exceed **\$1,264,705**.

SECTION TWO. The Mayor and/or City Manager are hereby authorized and directed to execute any and all necessary and appropriate contracts and related documents to effectuate the provision of said policies of insurance coverage with the various insurance carriers for the stated premium; and the Finance Director is authorized and directed to issue payment from Fund 504- General Insurance Fund and Fund 502-Workers' Compensation Fund in an amount not-to-exceed **\$1,264,705**, as may be required by the terms and conditions of the aforesaid policies of insurance. Said policies, contracts and related documents are to be in a form that shall be reviewed and approved by the City Attorney prior to execution.

SECTION THREE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED this 21st day of September, 2022.

BILL PARTINGTON
Mayor

ATTEST:

SUSAN DAUDERIS
City Clerk

CITY OF ORMOND BEACH

INSURANCE PROPOSAL

Effective: 10/01/2022 – 10/01/2023

Presented By:

Don Sciotto
CRIS, ARM, MLIS, CCIP
Senior Vice President

Steve Farmer
Executive Vice President
Profit Center Leader



300 North Beach Street
Daytona Beach, FL 32114

This summary contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, refer to the policy document. A specimen copy is available upon request. In the event of any differences between the policy and this summary, the policy will control

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* *All coverages, forms and limits are presented strictly for the purpose of this proposal and do not constitute an insurance policy or contract.*

CLIENT SERVICE TEAM

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City of Ormond Beach

SUMMARY OF PROPOSED PREMIUMS AND RELATED INFORMATION – I

Exposures:	Bound Expiring:	Renewal:
Property Values	\$128,982,131	\$160,511,415
Inland Marine Values	\$4,861,341	\$4,861,341
Vehicle Values	\$8,778,556	\$9,974,373
Payroll - Police & Fire	\$7,808,957	\$8,980,301
Payroll - All Other	\$11,475,696	\$13,197,050
Staff: Full Time Equivalent	361	370
Net Position FYI of Previous Year	\$198,185,939	\$204,126,574

Premiums:	Bound Expiring:	Renewal:
Package: Property, Boiler, Excess Flood	\$ 611,971.00	\$ 808,562.00
Package: Inland Marine (EDP, Equipment)	\$ 18,501.00	\$ 20,345.00
Package: Auto Physical Damage	\$ 11,843.00	\$ 13,042.00
Package: Workers' Compensation - \$350K SIR	\$ 90,893.00	\$ 109,308.00
Package Sub-total	\$ 733,208.00	\$ 951,257.00
Government Crime, ERISA (2nd yr of 3yr Pol)	\$ 3,225.00	\$ 3,225.00
Fees / Surcharges / Taxes	N/A	N/A
Excess Liability: GL, POL, EPLI	\$ 179,083.00	\$ 185,462.00
Terrorism	\$ 7,313.00	\$ 7,473.00
Fees / Surcharges / Taxes	\$ 35.00	\$ 100.00
AD&D w/OUT Temporary Total Disability	\$ 3,223.00	\$ 3,986.00
Fees / Surcharges / Taxes	N/A	N/A
Professional Liability - EMTs & Paramedics	\$ 25,818.00	\$ 24,340.00
Fees / Surcharges / Taxes	\$ 250.00	\$ 150.00
TULIP Reporting Form / Deposit Premium	\$ 10,000.00	\$ 10,000.00
Terrorism	\$ 500.00	\$ 500.00
Fees / Surcharges / Taxes	\$ 100.00	\$ 100.00
Cyber Liability - CFC (Incumbent)	\$ 17,500.00	\$ 26,300.00
Fees / Surcharges / Taxes	\$ 250.00	\$ 500.00
Active Shooter Liability	\$ 9,400.00	\$ 11,150.00
Fees / Surcharges / Taxes	Exempt	Exempt
Drone Coverage	\$ 2,756.00	\$ 2,756.00
Fees / Surcharges / Taxes	Exempt	Exempt
NFIP Flood (Option A; See Proposal Pg for B)		
22 South Beach Street	\$ 4,086.00	\$ 4,794.00
25 Riverside Drive	\$ 3,606.00	\$ 4,228.00
364 South Atlantic Avenue	\$ 2,833.00	\$ 3,315.00
500 North Orchard Street #400	\$ 2,302.00	\$ 2,659.00
Monoline Coverages Sub-total	\$ 272,280.00	\$ 291,038.00
Consulting Fee	\$ 22,410.00	\$ 22,410.00
Total Premium	\$ 1,027,898.00	\$ 1,264,705.00

City of Ormond Beach

SUMMARY OF PROPOSED PREMIUMS AND RELATED INFORMATION – I

Exposures:	Bound Expiring:	Renewal:
Property Values	\$128,982,131	\$160,511,415
Inland Marine Values	\$4,861,341	\$4,861,341
Vehicle Values	\$8,778,556	\$9,974,373
Payroll - Police & Fire	\$7,808,957	\$8,980,301
Payroll - All Other	\$11,475,696	\$13,197,050
Staff: Full Time Equivalent	361	370
Net Position FYI of Previous Year	\$198,185,939	\$204,126,574

Premiums:	Bound Expiring:	Renewal:
Package: Property, Boiler, Excess Flood	\$ 611,971.00	\$ 808,562.00
Package: Inland Marine (EDP, Equipment)	\$ 18,501.00	\$ 20,345.00
Package: Auto Physical Damage	\$ 11,843.00	\$ 13,042.00
Package: Workers' Compensation - \$350K SIR	\$ 90,893.00	\$ 112,671.00
Package Sub-total	\$ 733,208.00	\$ 954,620.00
Government Crime, ERISA (2nd yr of 3yr Pol)	\$ 3,225.00	\$ 3,225.00
Fees / Surcharges / Taxes	N/A	N/A
Excess Liability: GL, POL, EPLI	\$ 179,083.00	\$ 185,462.00
Terrorism	\$ 7,313.00	\$ 7,473.00
Fees / Surcharges / Taxes	\$ 35.00	\$ 100.00
AD&D w/OUT Temporary Total Disability	\$ 3,223.00	\$ 3,986.00
Fees / Surcharges / Taxes	N/A	N/A
Professional Liability - EMTs & Paramedics	\$ 25,818.00	\$ 24,340.00
Fees / Surcharges / Taxes	\$ 250.00	\$ 150.00
TULIP Reporting Form / Deposit Premium	\$ 10,000.00	\$ 10,000.00
Terrorism	\$ 500.00	\$ 500.00
Fees / Surcharges / Taxes	\$ 100.00	\$ 100.00
Cyber Liability - CFC (Incumbent)	\$ 17,500.00	\$ 26,300.00
Fees / Surcharges / Taxes	\$ 250.00	\$ 500.00
Active Shooter Liability	\$ 9,400.00	\$ 11,150.00
Fees / Surcharges / Taxes	Exempt	Exempt
Drone Coverage	\$ 2,756.00	\$ 2,756.00
Fees / Surcharges / Taxes	Exempt	Exempt
NFIP Flood (Option A; See Proposal Pg for B)		
22 South Beach Street	\$ 4,086.00	\$ 4,794.00
25 Riverside Drive	\$ 3,606.00	\$ 4,228.00
364 South Atlantic Avenue	\$ 2,833.00	\$ 3,315.00
500 North Orchard Street #400	\$ 2,302.00	\$ 2,659.00
Monoline Coverages Sub-total	\$ 272,280.00	\$ 291,038.00
Consulting Fee	\$ 22,410.00	\$ 22,410.00
Total Premium	\$ 1,027,898.00	\$ 1,268,068.00

City of Ormond Beach

SUMMARY OF PROPOSED PREMIUMS AND RELATED INFORMATION – II

Exposures:	Bound Expiring:	Renewal:
Property Values: Stated Valued / 80% Coinsurance	\$128,982,131	\$128,982,131
Inland Marine Values	\$4,861,341	\$4,861,341
Vehicle Values	\$8,778,556	\$9,974,373
Payroll - Police & Fire	\$7,808,957	\$8,980,301
Payroll - All Other	\$11,475,696	\$13,197,050
Staff: Full Time Equivalent	361	370
Net Position FYI of Previous Year	\$198,185,939	\$204,126,574

Premiums:	Bound Expiring:	Renewal:
Package: Property, Boiler, Excess Flood *	\$ 611,971.00	\$ 649,734.00
Package: Inland Marine (EDP, Equipment)	\$ 18,501.00	\$ 20,345.00
Package: Auto Physical Damage	\$ 11,843.00	\$ 13,042.00
Package: Workers' Compensation - \$350K SIR	\$ 90,893.00	\$ 112,671.00
Package Sub-total	\$ 733,208.00	\$ 795,792.00
Government Crime, ERISA (2nd yr of 3yr Pol)	\$ 3,225.00	\$ 3,225.00
Fees / Surcharges / Taxes	N/A	N/A
Excess Liability: GL, POL, EPLI	\$ 179,083.00	\$ 185,462.00
Terrorism	\$ 7,313.00	\$ 7,473.00
Fees / Surcharges / Taxes	\$ 35.00	\$ 100.00
AD&D w/OUT Temporary Total Disability	\$ 3,223.00	\$ 3,986.00
Fees / Surcharges / Taxes	N/A	N/A
Professional Liability - EMTs & Paramedics	\$ 25,818.00	\$ 24,340.00
Fees / Surcharges / Taxes	\$ 250.00	\$ 150.00
TULIP Reporting Form / Deposit Premium	\$ 10,000.00	\$ 10,000.00
Terrorism	\$ 500.00	\$ 500.00
Fees / Surcharges / Taxes	\$ 100.00	\$ 100.00
Cyber Liability - Beazley	\$ 17,500.00	\$ 19,220.00
Fees / Surcharges / Taxes	\$ 250.00	Exempt
Active Shooter Liability	\$ 9,400.00	\$ 11,150.00
Fees / Surcharges / Taxes	Exempt	Exempt
Drone Coverage	\$ 2,756.00	\$ 2,756.00
Fees / Surcharges / Taxes	Exempt	Exempt
NFIP Flood (Option A; See Proposal Pg for B)		
22 South Beach Street	\$ 4,086.00	\$ 4,794.00
25 Riverside Drive	\$ 3,606.00	\$ 4,228.00
364 South Atlantic Avenue	\$ 2,833.00	\$ 3,315.00
500 North Orchard Street #400	\$ 2,302.00	\$ 2,659.00
Monoline Coverages Sub-total	\$ 272,280.00	\$ 283,458.00
Consulting Fee	\$ 22,410.00	\$ 22,410.00
Total Premium	\$ 1,027,898.00	\$ 1,101,660.00

* Property changed to stated values subject to 80% coinsurance.

SUMMARY OF PROPOSED PREMIUMS AND RELATED INFORMATION *(Continued)*

Other Coverage at Different Eff. Dates	Renewal:
Tank Pollution w/Crum & Forster Specialty Eff: 4/29/22-23	\$ 7,275.00

PAYMENT PLAN OPTIONS

Line of Coverage:	Carrier:	Billing:	Payment Option:
Prop, Breakdown, IM, Auto PD, Work Comp	Preferred	Agency	• Annual premium is due in full.
Flood	Wright	Direct	• Annual premium is due in full • Invoices generated directly by carrier
GL POL EPLI	Illinois Union	Agency	• Annual premium is due in full.
Crime	Travelers	Agency	• Annual premium is due in full.
AD&D	ACE	Agency	• Annual premium is due in full.
Professional	Evanston	Agency	• Annual premium is due in full.
TULIP	Scottsdale	Agency	• Annual deposit is due in full. • Monthly report is due on the 5 th of each month.
Cyber	HSB Specialty	Agency	• Annual premium is due in full.
Active Shooter	Lloyds (Hiscox)	Agency	• Annual premium is due in full.
Drone	Global Aerospace	Agency	• Annual premium is due in full.
Storage Tank Pollution	Crum & Forster	Agency	• Annual Premium paid in full

Please refer to the individual proposed coverage parts for terms and conditions that this proposal may be subject to. This proposal is based upon the exposures to loss made known to the Agency. Any changes in these exposures (i.e., new operations, new products, additional states of hire, etc.) need to be promptly reported to us in order that proper coverage(s) may be put into place.

As a course of business, Brown & Brown of Florida, Inc is required to pay premiums to insurers on a monthly basis. In return, we appreciate timely payments by our clients. Outstanding balances over 30 days may be subject to cancellation.

SUBJECTIVITIES OF BINDING

Line Of Coverage:	Carrier:	Subjectivities:
Prop, Breakdown, IM, Auto PD, Work Comp	Preferred	- Signed signature page upon binding - Signed SIR signature page upon binding; verification that TPA information is correct on the page.
Flood	Wright	- Premium due upon receipt of invoice from carrier directly. No grace period given. - Options A & B are offered in the renewal invoice. Those options are indicated on the proposal page.
GL POL EPLI	Illinois Union	- Completed, Signed and Dated Public Entity Retained Limits Application with All Materials Requested Therein - Signed Terrorism Letter - Signed And Completed TPA Form
Crime	Travelers	None At This Time
AD&D	ACE	Fully Completed, Signed, & Dated Carrier Specific Application
Professional	Evanston	- Fully Completed, Signed, & Dated Carrier Specific Application - Signed TRIA Form Indicating Election/Rejection - Signed Non-Admitted Carrier Disclosure Form
TULIP	Scottsdale	- Please Confirm Total Emt/Paramedic Count And Number Of Firefighters Who Will Provide The Emt/Paramedic Services. Prior Year Submissions Gave Breakouts Of All 3. - Signed TRIA Form Indicating Election/Rejection - Signed Non Admitted Carrier Disclosure Form - Signed Endorsements A-D Referencing Approved Events; Excluded Events And Rates For Each Type Of Event - Reporting Form: Monthly; Due By The 5th Of Each Month And Should Be In Excel Format & Include Date(S) Of Event, Type Of Event, # Of Attendees - Events Outside Of The Granted Authority Must Be Submitted For Prior Approval & Pricing In Order For The Events To Be Covered
Cyber – I	CFC / Lloyds	- Fully Completed, Signed, & Dated Carrier Specific Application - Confirm that the MFA has been implemented on remote email access (prior to binding)

SUBJECTIVITIES OF BINDING

Line Of Coverage:	Carrier:	Subjectivities:
Cyber – II	Beazley / Lloyds	- Fully Completed, Signed, & Dated Carrier Specific Application - Signed Non-Admitted Carrier Disclosure Form - Confirm that pre-approval of vendors through standard procurement processes will not delay or prevent the insured from capitalizing on the BBR Vendor relation - Fully Completed, Signed, & Dated Beazley Reliance Application with Warranty - Contact information for person designated to manage a response to a data breach event; including email address and phone # - Confirmation of Controls: "All risks are required to have certain operational controls in place: - multi-factor authentication is enforced for remote access and for email accessed through a web-based application on a non-corporate device; - all corporate devices are protected with anti-virus, anti-malware, and/or endpoint protection software; - all critical data is regularly backed up; and - all backups of critical data are stored separate from your network or in a cloud service designed for that purpose - You are missing the following controls:" - MFA - Remote Access - MFA - Cloud Based Email Access - Anti-virus, anti-malware, and/or endpoint protection software - All backups are kept separate from your network or in a cloud service designed for this purpose "If those controls are not confirmed to be in place, the following First Party coverages will be sublimited to \$100,000 and will have separate retentions of \$25,000: (THIS ALREADY APPLIES TO THE CURRENT QUOTE) - Business Interruption Loss - Cyber Extortion Loss - Data Recovery Costs - Sub limits can be reconsidered for an increase to be returned to their expiring amount prior to binding/expiration if all controls are implemented and confirmed prior to binding/expiration. Sub limits will not be considered for an increase mid-term."
Active Shooter	Lloyds (Hiscox)	- Fully Completed, Signed, & Dated Carrier Specific Application - Signed Non-Admitted Carrier Disclosure Form

SUBJECTIVITIES OF BINDING

Line Of Coverage:	Carrier:	Subjectivities:
Drone	Global Aerospace	- Fully Completed, Signed, & Dated Carrier Specific Application - Signed Non-Admitted Carrier Disclosure Form
Storage Tank Pollution	Crum & Forster	Nothing needed at this time

Preferred Governmental Insurance Trust

PROPOSED PROPERTY COVERAGE*Client ultimately chooses value insured*

Description of Property Coverage:	Limits:
Building & Contents Total Insured Values – Blanket	\$160,511,415
Boiler & Machinery	\$100,000,000
Flood Limit – Per Occurrence and Aggregate <i>Excess of NFIP whether purchased or not</i>	\$5,000,000

2021 Blanket Limits	\$128,982,131
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Per Schedules on File with Agency and Carrier

Deductibles:	
Named Windstorm based on TIV per Occurrence, per Location Location is defined by each itemized listing on the schedule. Minimum Per Occurrence	3% \$35,000
Equipment Breakdown Any One Occurrence	\$25,000
Flood Any One Occurrence <i>Except Property designated Flood Zone A or Flood Zone V</i> <i>Excess of NFIP whether purchased or not</i>	\$25,000
All Other Perils per occurrence Building, Contents, Extensions	\$25,000

Coinsurance & Valuation:
No Coinsurance Provision (<i>option to change to 80% coinsurance provided</i>)
Replacement Cost Valuation Coverage
Limits are Blanket subject to limits shown in policy declaration at time of loss

Definition of Flood Zones A or V:
Flood Zones A will include but not be limited to all the sub-classifications of AO, AH, AE, AR, A1 through A99, or any sub-classification with the A prefix or designation. Flood Zones V will include, but not be limited to all of the sub-classifications of VO, VH, VE, VR, V1 through V99 or any other sub-classification with a V prefix or designation.

25% Minimum Earned Premium

The Preferred Property program is a shared limit. The limits purchased are a per occurrence limit and in the event an occurrence exhausts the limit purchased by Preferred on behalf of the members, payment to you for a covered loss will be reduced pro-rata based on the amounts of covered loss by all members affected by the occurrence.

NOTE:

Detached walls, fences, free-standing property improvements such as athletic equipment, windscreens, light poles, or signs are not covered unless specifically scheduled on the policy.

Preferred Governmental Insurance Trust

PROPOSED PROPERTY COVERAGE (Continued)*Client ultimately chooses the value to be insured.*

Extensions of Coverage:		Limits:
<i>These limits do not increase any other applicable of liability, Deductible per terms of the Coverage Agreement</i>		
Accounts Receivable		\$500,000
Additional Expense		\$1,000,000
Animals (Annual Aggregate)		\$5,000
Business Income Loss		\$500,000
Buildings Under Construction	If Shown on Property Schedule	
Debris Removal per Occurrence <i>Whichever is Greater</i>		\$250,000 / 25% of Loss
Demolition, Ordinance, and ICC		\$500,000
Duty to Defend		Included
Errors and Omissions		\$250,000
Expediting Expense		\$5,000
Fire Department Charges		\$25,000
Fungus Cleanup Expense (Annual Aggregate)		\$50,000
Lawns, Plants, Trees and Shrubs		\$25,000
New Locations up to 60 Days		\$2,000,000
Personal Property of Employees		\$50,000
Pollution Cleanup Expense (Annual Aggregate)		\$50,000
Preservation of Property		\$250,000
Professional Fees		\$20,000
Property at Miscellaneous Unnamed Locations		\$150,000
Recertification		\$10,000
Service Interruption Coverage		\$100,000
Transit		\$250,000
<i>The brief description of coverage contained in this proposal is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.</i>		

*Preferred Governmental Insurance Trust***PROPOSED PROPERTY COVERAGE (Continued)***Client ultimately chooses the value to be insured.*

Forms, Endorsements, Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by Carrier
Public Entity Coverage Agreement Forms List
Public Entity Coverage Agreement Conditions
Public Entity Property – Property and Inland Marine Coverage Form
Public Entity Property – Flood Coverage Form
Public Entity Property – Schedule of Deductibles
Public Entity Equipment Breakdown Protection Coverage Form
Public Entity – Muni Property Schedule
Claim Notice
Informational Contact
Amendment to Your duties after a loss (“22-23 Notable Changes”)
Amendment to Vacancy Provision (“22-23 Notable Changes”)
Amendment to Equipment Breakdown (“22-23 Notable Changes”)
Minimum Earned Premium – 25%
Exclusions:
• War and Terrorism
• Biological or Chemical Materials
• Electronic Data / Electronic Data Recognition
• Asbestos
• Losses from Electrical Currents Artificially Generated (see form for exceptions)
• Earth Movement (see form for exceptions)
• Pollution
• Seizure or Destruction of Covered Property by Government Order
• Nuclear Reaction, Nuclear Radiation, or Radioactive Contamination
• Interference w/or interruption of utility if occurrence is away from covered location
• Unexplained or Mysterious Disappearance
• Shortage of property discovered by inventory
• Theft by employees
• Any criminal, fraudulent or dishonest acts committed alone or in collusion w/others
• Manufacturing or processing operations which result in damage to stock or materials
• Delay, loss of market, loss of use, indirect or remote loss or damage
• Wear & tear, deterioration, depletion, erosion, rust, corrosion, wet or dry rot, decay
• Inherent vice, latent defect, or any quality that causes covered property to damage or destroy itself
• Smog, acid rain, agricultural smudging
• Smoke, fumes, gas, or vapor that results from industrial operations
• Settling, cracking, shrinking, bulging or expansion of pavements, foundations, walls, floors, roofs, or ceilings, retaining walls, or outdoor swimming pools
• Animals, birds, vermin, rodents, or insects
• Change or extremes in temperature or humidity, except damage to equipment
• Contamination, shrinkage, change in taste, texture, finish or color
• Fungus
• Failure or Breakdown of Machinery (Separate form applies)
• Structures located in water

Preferred Governmental Insurance Trust

PROPOSED INLAND MARINE COVERAGE*Client ultimately chooses value insured*

Description of Property Coverage:	Limits:
Scheduled Inland Marine	\$2,094,752
Blanket Unscheduled Inland Marine (\$25,000 Max Per Item)	\$2,766,589
Total All Inland Marine	\$4,861,341

2021 Inland Marine Limits	\$4,861,341
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Per Schedules on File with Agency and Carrier

Deductible:	
Per Occurrence	\$25,000

Valuation:
Actual Cash Value (Replacement cost less depreciation)

Forms, Endorsements, Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier
Public Entity Property – Property and Inland Marine Coverage Form
Minimum Earned Premium Endorsement – 25%
Deletion of any coverage presented, Package and/or Workers' Compensation, will result in re-pricing of account.
Watercraft Excluded

**Wright National Flood Insurance Company
National Flood Insurance Program**

PROPOSED FLOOD COVERAGE

Client ultimately chooses value insured

Coverage is afforded only for direct loss by or from flood to the insured property.

Location and Description of Property:		Limits of Coverage:		Premiums
		Building	Business Personal Property	
22 S Beach St	A.	\$500,000	\$450,000	\$4,794
OR	B.	\$500,000	\$473,000	\$4,835
25 Riverside Dr	A.	\$500,000	\$300,000	\$4,228
OR	B.	\$500,000	\$315,000	\$4,252
364 S Atlantic Ave	A.	\$500,000	\$100,000	\$3,315
OR	B.	\$500,000	\$105,000	\$3,341
500 N Orchard St, Ste 400	A.	\$500,000	\$435,000	\$2,659
OR	B.	\$500,000	\$457,000	\$2,677

Location and Description of Deductibles	Deductibles:	
	Building	Business Personal Property
1. 22 S Beach St (both options A&B)	\$1,250	\$1,250
2. 25 Riverside Dr (both options A&B)	\$1,250	\$1,250
3. 364 S Atlantic Ave (both options A&B)	\$1,250	\$1,250
4. 500 N Orchard St, Ste 400 (both options A&B)	\$1,250	\$1,250

Valuation:

General Property Form:

Actual Cash Value (Replacement Cost of the Property Less Depreciation)

Coverage is not provided for Ordinance or Law, Indirect Loss (including Business Income and Extra Expense), or Personal Property of Others.

AGREED VALUE ENDORSEMENT (IF APPLICABLE)

Coverages Provided: The insurance company agrees to waive the Co-insurance Clause, thus eliminating your potential penalty for buying an inadequate amount of insurance to meet the co-insurance requirement.

OR

CO-INSURANCE EXAMPLES (IF APPLICABLE)

The co-insurance clause is found in almost every property policy. It states that the insurance company will not pay the full amount of any loss if the covered property is, for whatever reason, covered for less than the required insurable value at the time of loss. Required insurable value equals the value of the covered property at the time of loss multiplied by the co-insurance amount.

Examples of Co-Insurance at 80%

<u>Building Value</u>	<u>Insurance Carried</u>	<u>Loss</u>	<u>Insurance Pays</u>
1) \$100,000	\$100,000	\$60,000	\$60,000
2) \$100,000	\$ 80,000	\$60,000	\$60,000
3) \$100,000	\$ 70,000	\$60,000	\$52,500 *

* Did $\frac{(70,000)}{(80,000)}$ X Loss = $\frac{7}{8}$ Paid

OR

Examples of Co-Insurance at 90%

<u>Building Value</u>	<u>Insurance Carried</u>	<u>Loss</u>	<u>Insurance Pays</u>
1) \$100,000	\$100,000	\$60,000	\$60,000
2) \$100,000	\$ 90,000	\$60,000	\$60,000
3) \$100,000	\$ 80,000	\$60,000	\$53,333 *

* Did $\frac{(80,000)}{(90,000)}$ X Loss = $\frac{8}{9}$ Paid

OR

Examples of Co-Insurance at 100%

<u>Building Value</u>	<u>Insurance Carried</u>	<u>Loss</u>	<u>Insurance Pays</u>
1) \$100,000	\$100,000	\$60,000	\$60,000
2) \$100,000	\$ 70,000	\$60,000	\$42,000 *

* Did $\frac{(70,000)}{(100,000)}$ X Loss = $\frac{7}{10}$ Paid

Preferred Governmental Insurance Trust**PROPOSED AUTOMOBILE COVERAGE***Higher limits may be available upon request*

Coverage is provided for all sums the insured legally must pay as damages because of bodily injury or property damage to which this insurance applies caused by an accident and resulting from the ownership, maintenance or use of a covered auto.

Description of Coverage:	Symbol:	Limits of Coverage:
Bodily Injury & Property Damage	N/A	Not Offered
Personal Injury Protection Statutory	N/A	Not Offered
Medical Payments	N/A	Not Offered
Uninsured Motorists (Non-Stacked)	N/A	Not Offered
Owned Physical Damage		ACV or Cost of Repair
Comprehensive	2	\$25,000 Deductible
Collision	2	\$25,000 Deductible
Hired Physical Damage		\$35,000 Limit
Comprehensive	8	\$25,000 Deductible
Collision	8	\$25,000 Deductible

Vehicles:	
2022 / Per Schedules on File (217 Units)	\$ 9,974,373 Values
2021 / Per Schedules on File (214 Units)	\$ 8,778,566 Values

Forms, Endorsements, Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by Carrier
<i>Coverage is in place for Physical Damage only; the following forms are only applicable as far as they apply to physical damage coverage. Please refer to the policy form for full explanation of coverage and terms</i>
Public Entity Automobile Coverage Form
Public Entity Automobile Florida
Public Entity – Automatic Additional Covered Parties

Coverage only applies to vehicles that are owned/titled or leased in the corporate name, or business name in case of a partnership that is specifically listed. If a business owned vehicle is furnished for personal use, an extension of coverage form may be required for proper protection.

Preferred Governmental Insurance Trust

PROPOSED WORKERS' COMPENSATION & EMPLOYERS' LIABILITY COVERAGE

Estimated Annual Payroll:		
Class Code:	Class Description:	Payroll:
5506	Street or Road Construction	\$664,652
5509	Street or Road Maintenance	\$320,073
7520	Waterworks Operation	\$1,512,722
7580	Sanitary or Sanitation	\$1,606,535
7704	Firefighters	\$3,734,224
7720	Police	\$5,246,077
8380	Automobile Repair	\$282,897
8601	Architect or Engineer	\$1,255,309
8810	Clerical	\$4,783,786
8820	Attorney	\$366,525
9015	Buildings NOC	\$0
9102	Parks NOC	\$1,919,681
9410	Municipal NOC	\$484,872
	2022 Total Payroll	\$22,177,351
	<i>2021 Total Payroll</i>	<i>\$19,284,653</i>

Part I Workers' Compensation:		
Bodily Injury by Accident	Each Accident	Statutory
Bodily Injury by Disease	Each Employee	Statutory

Part II Employers Liability:		
Bodily Injury by Accident	Each Accident	\$1,000,000
Bodily Injury by Disease	Aggregate	\$1,000,000
Bodily Injury by Disease	Each Employee	\$1,000,000

Self-Insured Retention:		All Employees
Each Accident		\$350,000
Each Employee for Disease		\$350,000

Forms, Endorsements, Exclusions include (but are not limited to):	
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier	
Public Entity Excess Workers' Compensation Coverage Form	
25% Minimum Earned Premium Endorsement	
Deletion of any coverage presented, Package and/or Workers' Compensation, will result in re-pricing of account.	

Illinois Union Insurance Company

**PROPOSED LIABILITY COVERAGE INCLUDING PUBLIC
OFFICIAL'S LIABILITY AND EMPLOYMENT PRACTICES
LIABILITY**

Higher limits may be available upon request

Coverage will pay sums which the insured becomes legally liable to pay for damages because of bodily injury or property damage to which this insurance applies.

Description of Liability Coverage:	Limits of Insurance
Coverage A: General Liability Occurrence Basis	
Each Occurrence	\$2,000,000
Aggregate	\$2,000,000
Excess of a Retained Limit	
Coverage C: Public Officials & Employment Practices Liability	
Each Claim	\$2,000,000
Aggregate	\$2,000,000
<i>Claims Made Basis: Retroactive Date</i>	<i>10/01/2013</i>
Excess of a Retained Limit	

Self-Insured Retention:	
Coverage A: General Liability	\$200,000
Coverage C: Public Officials Liability	\$200,000
Employment Practices Liability	\$200,000

Treatment of Defense Costs: (Allocated Loss Adjustment Expense)	
Coverage A: General Liability	Included in Limits
Coverage C: Public Officials & Employment Practices Liability	
<i>In Addition to the Limits; Subject to Separate Aggregate</i>	\$2,000,000

Illinois Union Insurance Company

**PROPOSED LIABILITY COVERAGE INCLUDING PUBLIC
OFFICIAL'S LIABILITY AND EMPLOYMENT PRACTICES
LIABILITY (Continued)**

Higher limits may be available upon request

Forms, Endorsements and Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements and Exclusions as issued by ISO or Carrier
Common Conditions, Definitions and Exclusions
General Liability Coverage Part
Public Officials & Employment Practices Liability Coverage Part
Pesticide or Herbicide Applicator Coverage Endorsement; Description of Operations: Application of pesticide/herbicide as needed in the city by the city
Additional Insured – Specified by Written Contract
Contractual Liability Railroads: General Liability; Schedule: Florida East Coast Railway, L.L.C. Job Site: Property located at or near Ormond Beach, FL between Railway Mile Posts 103+2590 and 104+0172
Exclusion – Virus, Bacteria Or Microorganism That Induce Physical Distress, Illness Or Disease
Exclusions – Data Risk & Cyber Liability
Florida Surplus Lines Notice
Service of Suit Endorsement
Trade or Economic Sanctions Endorsement
Chubb Producer Compensation Practices & Policies
OFAC Policyholder Disclosure
TRIA is Excluded unless specifically accepted for an additional premium charge

Liability Rating Basis:	2021 Exposures:	2022 Exposures:
Payroll	\$19,857,961	\$22,177,351
Full-Time Employees: Each	336	351
Part-Time Employees: Each	50	37
Professional Staff		
Lawyers: Each	3	3
Accountants: Each	1	1
Architects / Engineers: Each	4	4
EMTs and Paramedics: Each	47	47
Fire Department: Each	48	47
Police Officers: Each	69	74
Volunteers: Each		12
Financials: Net Position FYE of previous year	\$198,185,939	\$204,126,574

Travelers Casualty and Surety Company of America
Policy Period 10/1/2021 to 10/1/2024

CRIME COVERAGE

Higher limits may be available upon request

Government Crime Coverage Form:	Single Loss Limits	Single Loss Retention
Employee Theft – Per Loss	\$500,000	\$10,000
Forgery/Alteration	\$500,000	\$10,000
Computer Fraud	\$500,000	\$10,000
Funds Transfer Fraud	\$500,000	\$10,000
Claims Expense	\$5,000	\$0
Telecommunications Fraud	\$100,000	\$10,000
Social Engineering Fraud	\$100,000	\$10,000

Forms, Endorsements, Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier
Removal of Short-Rate Cancellation Endorsement
Commercial Crime Coverage Form – Discovery
Government Entity Crime Endorsement: Excluding Coverage for Treasurers and Tax Collectors
Government Entity Crime Endorsement: Faithful Performance of Duty
Global Coverage Compliance Endorsement – Adding Financial Interest Coverage and Sanctions Condition and Amending Territory Condition
Amendatory Endorsement for Certain ERISA Considerations
Telecommunication Fraud Insuring Agreement Endorsement
Social Engineering Fraud Insuring Agreement Endorsement
Florida Changes Endorsement
Florida Cancellation or Termination Endorsement
Replace Exclusion BB. Endorsement: <i>“The Crime Policy will not apply to loss sustained by any Subsidiary or related Employee Benefit Plan or Sponsored Plan, occurring at any time during which such entity was not a Subsidiary or related Employee Benefit Plan or Sponsored Plan.”</i>

Federal Insurance Company (Chubb Group)
10/01/2022 to 10/01/2024

**PROPOSED STATUTORY ACCIDENTAL DEATH AND
DISMEMBERMENT COVERAGE**

Eligibility By Class:	Principal Sum
Class 1: All Law Enforcement, Correctional and Correctional Probation Officers as defined in Florida Statute 112.19(b) and Firefighters as defined in Florida Statute 112.191(b) of the Policyholder who are in Active Service.	
Principal Sum: Line of Duty Coverage	* \$75,000
<i>Additional:</i>	
Fresh Pursuit Coverage	* \$150,000
Unlawful and Intentional Death & Dismemberment Coverage	* \$225,000
Time Period for Loss from date of covered accident	365 Days
* Amount increases on July 1st of each year as required under Florida Statute 112.19(j) and 112.191(i)	

Accidental Death and Dismemberment (Benefit Amounts are Percentage of Principal Sum):	
Loss of Life	100%
Loss of Speech and Loss of Hearing	100%
Loss of Speech and one of Loss of Hand, Loss of Foot or Loss of Sight of One Eye	100%
Loss of Hearing and one of Loss of Hand, Loss of Foot or Loss of Sight of One Eye	100%
Loss of Hands (Both), Loss of Feet (Both), Loss of Sight or a combination of any two of Loss of Hand, Loss of Foot or Loss of Sight of One Eye	100%
Quadriplegia	100%
Paraplegia	75%
Hemiplegia	50%
Loss of Hand, Loss of Foot or Loss of Sight of One Eye (Any one of each)	50%
Loss of Speech or Loss of Hearing	50%
Uniplegia	25%
Loss of Thumb and Index Finger of the Same Hand	25%

Rating Basis:	2020 Exposures	2022 Exposures:
2022 Full-Time Police Officers	66	74
2022 Full-Time Firefighters	46	47

Federal Insurance Company (Chubb Group)
10/01/2022 to 10/01/2024

**PROPOSED STATUTORY ACCIDENTAL DEATH AND
DISMEMBERMENT COVERAGE (Continued)**

Additional Benefits:	
Child Care Benefit	\$2,000 per year, up to 2 payments per child Line of Duty Coverage Unlawful/Intentional Death & Dismemberment Coverage Fresh Pursuit Coverage
Maximum Benefit Period:	To age 13 for each Surviving Dependent Child
Child Education Benefit Benefit Amount:	\$2,000 per year Line of Duty Coverage Unlawful/Intentional Death & Dismemberment Coverage Fresh Pursuit Coverage
Maximum Benefit Period:	4 years
Continuation of Insurance Expense Benefit Benefit Maximum:	\$5,000 per year Unlawful/Intentional Death & Dismemberment Coverage 5 Years
Aggregate Maximum Benefit Period For Surviving Spouse & Dependent Child(ren):	
Funeral and Burial Expense Benefit Benefit Amount:	\$1,000 Unlawful/Intentional Death & Dismemberment Coverage
Spouse Education Benefit Benefit Amount:	\$2,000 Line of Duty Coverage Unlawful/Intentional Death & Dismemberment Coverage Fresh Pursuit Coverage
Maximum Benefit Period:	3 Years

Forms, Endorsements, Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier
Statutory Accidental Death and Dismemberment Coverage
Owned Aircraft, Leased Aircraft or Operated Aircraft Exclusion
Aircraft Pilot or Crew Exclusion
Trade Sanctions
Disease or Illness Exclusion <i>(does not apply to Occupational Condition)</i>
Suicide or Intentional Injury Exclusion
Incarceration Exclusion
War Exclusion
Services in the Armed Forces Exclusion
Specialized Aviation Exclusion <i>(flight on a rocket propelled or rocket launched aircraft)</i>

Evanston Insurance Company

PROPOSED PROFESSIONAL LIABILITY COVERAGE*Higher limits may be available upon request*

Professional Liability Coverage Claims Made	
Each Claim	\$1,000,000
Annual Aggregate	\$3,000,000
Deductible: Each Claim	\$5,000
Retroactive Date:	5/1/1998

Defense Expense Included in the Limits of Liability

Rating Basis:	Exposures:
2022 Professionals – Full Time	
2022 Patient Encounters for next 12 months	
2021 Professionals – Full Time	47
2021 Patient Encounters for next 12 months	5,000

Forms, Endorsements, Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier
Common Policy Conditions;
Specified Medical Professions Professional Liability Insurance Coverage Part
Longer Duration Extended Reporting Period Availability
Trade or Economic Sanctions
Changes - Multiple Insureds, Claims And Claimants
US Treasury Dept Office of Foreign Assets Control
Privacy Notice
Service of Suit
Consent to Settlement - Florida
Florida Policy Holder Notice
Sexual Acts Liability Endorsement
\$100,000 Each Claim
\$100,000 Aggregate
\$5,000 Deductible
Health Insurance Portability and Accountability Act (HIPAA) - Civil Monetary Penalty Endorsement
Good Samaritan Endorsement
Subpoena and Deposition Assistance Supplementary Coverage
Trial Assistance Supplementary Coverage
Extended Reporting Period (bi-lateral): 12/24/36 months at 150%/175%/200% of the total annual premium, respectively. Up to 7 years Extended Reporting Period available: See Endorsement
Fees are Fully Earned
No Flat Cancellations
Minimum Earned Premium Endorsement

Scottsdale Insurance Company

PROPOSED TENANT USER'S LIABILITY COVERAGE (TULIP)*Higher limits may be available upon request*

Special Events Liability Coverage:	Limits:
Each Occurrence	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Damages to Premises Rented to You	\$100,000
Medical Expense (Any One Person)	\$5,000
General Aggregate	\$2,000,000
Products & Completed Operations Aggregate	\$2,000,000
Deductible:	
Per Claimant as respects Bodily Injury, Property Damage, Advertising Injury & Personal Injury Including Loss Adjustment Expense	\$500
Description of Coverage Forms, Endorsements & Exclusions include (but are not limited to):	
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier	
Commercial General Liability Coverage Form	
Additional Insured-State or Governmental Agency or Subdivision or Political Subdivision Permits or Authorizations Relating to Premises	
Bodily Injury, Property Damage, Personal and Advertising Injury Liability Deductible Endorsement (per Claimant)	
Florida Policyholder Notice	
Claim Reporting Information	
Policyholder Disclosure - Notice Of Terrorism Insurance Coverage	
Common Policy Conditions	
Cancellation and Nonrenewal-Florida	
Manuscript Endorsement (see page 24)	
Limitation of Coverage to Designated Premises, Project, or Operation	
Amendment of Insured Contract Definition	
Amendment to Other Insurance Condition	
Contractors Special Conditions	
Minimum Earned Cancellation Premium 25%; Minimum & Advance Premium 100%	
Amendment of Nonpayment Cancellation Condition	
Premium Audit	
Service of Suit Clause	
Exclusion-Access or Disclosure of Confidential or Personal Information and Data- Related Liability-With Limited Bodily Injury Exception	
Exclusion-Designated Professional Services	
Communicable Disease Exclusion	
Employment-Related Practices Exclusion	
Fungi or Bacteria Exclusion	
Exclusion of Certified Acts of Terrorism	
Exclusion - All Hazards in Connection with an Electronic Smoking Device, Its Vapor, Component Parts, Equipment and Accessories	
Total Liquor Liability Exclusion	
Assault and / or Battery Exclusion	
Known Injury or Damage Exclusion-Personal and Advertising Injury	
Hydraulic Fracturing Exclusion	
Aircraft Exclusion	
Nuclear Energy Liability Exclusion Endorsement	
Asbestos Exclusion	
Lead Contamination Exclusion	
Punitive Or Exemplary Damage Exclusion	

Scottsdale Insurance Company

PROPOSED TENANT USER'S LIABILITY COVERAGE (TULIP)*(Continued)**Higher limits may be available upon request*

Location Schedule:	
Ames Park 173 South Beach	
Arroyo Oaks Park NW Corner Of Arroyo Parkway & Ridgewood Avenue	
Cassen Park SW Corner Of Granada Bridge	
Central Park II 701 Hammock Lane	
Dix Riverfront Park East End Of Dix Ave On Halifax River	
Fortunato Park Ne Corner Of Granada Bridge	
Granada Fishing Pier SW Corner Of Granada Bridge	
Granada Ocean Front Park Ne Corner Of Granada Boulevard & Ocean Shore Blvd	
Halifax Park Between John Anderson Drive And Halifax River, Opposite West End Of Halifax Drive	
Hospital Gardens Park Corner Of Nova Road And Kings Road	
Huguenot Park East End Of Melrose Avenue Between North Beach Street and The Halifax River	
Indian Mound Park NW Corner Of Mound Avenue And South Beach Street	
Neptune Park Between John Anderson Drive And Halifax River	
Optimist Park 700 Hull Road	
Ormond Parkway Park Between Ormond Parkway And Halifax River, Opposite Ormond Parkway	
Plaza Grande Park Plaza Grande, Between Riviera Park And Riviera Hotel	
Bailey River Bridge / Gardens Park Building Ne Corner Of Granada Bridge	
Riviera Park South Beach Street At South City Limits	
Santa Lucia Park East End Of Santa Lucia Avenue Between Oak Forest Drive And The Halifax River	
Vander Park Seminole Avenue Between Carib Drive And Seton Trail Adjacent To Hillside Cemetery	
Woodmere Park Corner Of Sanchez Avenue And North Ridgewood Avenue	
Central Park III 700 Hammock Lane	
O B Middle School Park Domicillo Avenue, Leased Property From School Board	
Osceola School Park Osceola Avenue, Leased Property From School Board	
Sanchez Park West End Of Sanchez Avenue, East Of Strickland Creek	
South Ormond Neighborhood Park 176 Division Avenue	
Central Park I 601 Felming Avenue	
West Ormond Park Ne Corner Of Sr 40 & PROPOSED Extension Of Airport Road	
Nova Community Park and Community Center 440 North Nova Road	
Ormond Beach Sports Complex 700 Hull Road	
Casements Campus 25 Riverside Road	
• Casements Cultural Enrichment Center	
• Rockefeller Park And Gardens (Across From Casements)	
• Ormond Beach Tennis Center (Adjacent To Casement)	

Scottsdale Insurance Company

PROPOSED TENANT USER'S LIABILITY COVERAGE (TULIP)*(Continued)**Higher limits may be available upon request*

Location Schedule:	
Special Use Sites	
•	City Hall Plaza 22 South Beach Street
•	Memorial Gardens Park 78 East Granada Boulevard
•	Ormond Memorial Art Museum 78 E Granada Boulevard
•	O B Performing Arts Center 399 North Us #1
•	Riverbend Nature Park Airport Rd
•	Senior Citizens Center 351 Andrews Street
	Birthplace of Speed 21 Ocean Shore Boulevard
	Firehouse Park 364 South Atlantic Avenue
	Haas Park 902 West Granada Boulevard
	Main Street Park 34 West Granada Boulevard
	Milton W Pepper Park 6 Bayberry Court
	Environmental Discovery Center 601 Division Avenue

City of Ormond Beach



SCOTTSDALE INSURANCE COMPANY®

ENDORSEMENT
NO. B

ATTACHED TO AND FORMING A PART OF POLICY NUMBER	ENDORSEMENT EFFECTIVE DATE (12:01 A.M. STANDARD TIME)	NAMED INSURED	AGENT NO.
		TENANT USERS OF THE CITY OF ORMOND	09037

<u>EVENT</u>	<u>ATTENDEES</u>	<u>FLAT CHARGE PER DAY</u>
ANNIVERSARY PARTY	1-75	\$40.00
ART/CRAFT SHOW	76-175	\$60.00
AUCTION	176-260	\$85.00
AUTO SHOW	261-350	\$110.00
BABY SHOWER	351-450	\$135.00
BINGO	451-600	\$160.00
BIRTHDAY PARTY		
CONVENTION		
DANCE (OVER AGE 21)		
EASTER EGG HUNT		
EXHIBITION		
FUNERALS		
MEETINGS (INCLUDING MEMORIAL SERVICE)		
PAGEANT		
PICNIC		
RECITAL (MUSIC, DANCE, SINGING)		
REUNION (FAMILY & SCHOOL)		
SEMINAR		
SPEAKING ENGAGEMENTS		
TALENT SHOW		
THEATRICAL PERFORMANCES		
TRADE SHOW		
WALK-A-THON		
WEDDING AND/OR RECEPTION		

OVER 600 ATTENDEES PLEASE SUBMIT INFORMATION TO AGENT FOR PRICING AND APPROVAL

<u>EVENT</u>	<u>ATTENDEES</u>	<u>FLAT CHARGE PER DAY</u>
ANIMAL SHOW (CAT/DOG)	1-140	\$60.00
BANQUET AND COMMUNION	141-200	\$85.00
CONCERT (OTHER THAN	201-285	\$110.00
ALTERNATIVE, ROCK, HIP HOP,	286-350	\$135.00
HEAVY METAL, RAP, GOTHIC)		
FISHING TOURNAMENT	351-425	\$160.00
REUNION	426-500	\$185.00
RUMMAGE SALE	501-600	\$210.00

OVER 600 ATTENDEES PLEASE SUBMIT INFORMATION TO AGENT FOR PRICING AND APPROVAL

<u>EVENT</u>	<u>ATTENDEES</u>	<u>FLAT CHARGE PER DAY</u>
MARTIAL ARTS EVENT	1-115	\$60.00
	116-175	\$85.00
	176-230	\$110.00
	231-290	\$135.00
	291-350	\$160.00
	351-400	\$185.00
	401-500	\$210.00
	501-600	\$235.00

OVER 600 ATTENDEES PLEASE SUBMIT INFORMATION TO AGENT FOR PRICING AND APPROVAL

City of Ormond Beach



SCOTTSDALE INSURANCE COMPANY®

ENDORSEMENT
NO. C

ATTACHED TO AND FORMING A PART OF POLICY NUMBER	ENDORSEMENT EFFECTIVE DATE (12:01 A.M. STANDARD TIME)	NAMED INSURED	AGENT NO.
		TENANT USERS OF THE CITY OF ORMOND	09037

SUBMIT INFORMATION FOR APPROVAL/PRICING TO AGENT

ANY EVENT NOT LISTED IN RATE SCHEDULE

ATHLETIC/SPORT EVENTS OR PRACTICES

BOAT RACE

CARNIVAL/CIRCUS

CONCERT

DANCE FOR UNDER AGE 21

FAIR

FESTIVAL

FIREWORKS DISPLAY

FIREWORKS STAND

FUND RAISER

GRADUATION CEREMONY

GRADUATION PARTY

HEALTH FAIR

HOCKEY (ICE OR ROLLER)

HOT AIR BALLOONING

MEDICAL TESTING

MOTOR VEHICLE EVENTS

PARADES

POLITICAL PARTY

RENAISSANCE FESTIVALS

ROAD RALLY

SOAPBOX DERBY

PROHIBITED EVENTS

BUNGEE JUMPING

CONCERT-ALTERNATIVE, HARD ROCK, HIP-HOP, HEAVY METAL, RAP, GOTHIC

FRATERNITY PARTY

GUN SHOWS

HORSEBACK RIDING

MUNICIPALITY SPONSORED EVENTS

PAINTBALL GAME

PROFESSIONAL OR SEMI-PROFESSIONAL ATHLETIC EVENTS

PRO-CHOICE AND/OR RIGHT-TO-LIFE RALLY

SCHOOL SPONSORED EVENTS

SCUBA DIVING EVENT

SORORITY EVENT

SKYDIVING EVENT

WAR GAME

WRESTLING MATCH

City of Ormond Beach



SCOTTSDALE INSURANCE COMPANY®

ENDORSEMENT
NO. D

ATTACHED TO AND FORMING A PART OF POLICY NUMBER	ENDORSEMENT EFFECTIVE DATE (12:01 A.M. STANDARD TIME)	NAMED INSURED	AGENT NO.
		TENANT USERS OF THE CITY OF ORMOND	09037

IN CONSIDERATION OF THE PREMIUM CHARGED, IT IS UNDERSTOOD AND AGREED TO THE FOLLOWING:

THIS POLICY APPLIES ONLY TO SPECIFIC EVENTS HELD AT LOCATION OWNED BY THE CITY OF ORMOND BEACH AND SCHEDULE OF ENDT A, HELD BY A DESIGNATED PERMITTEE OR LICENSEE, AND FOR WHICH A PREMIUM HAS BEEN PAID.

A DESIGNATED PERMITTEE OR LICENSEE IS ONE WHO HAS BEEN RECORDED WITH THE CITY OF ORMOND BEACH AS A RENTER OF FACILITIES OWNED BY THE CITY OF ORMOND BEACH FOR A SHORT-TERM EVENT

PYROTECHNICIANS ARE SPECIFICALLY EXCLUDED FROM ALL LIABILITY COVERAGE UNDER THIS POLICY.

ANY BODILY INJURY OR PROPERTY DAMAGE LIABILITY CLAIM ARISING OUT OF THE USE OF A SKATEBOARD TRAIL OR FACILITY IS EXCLUDED.

ANY BODILY INJURY OR PROPERTY DAMAGE LIABILITY CLAIM ARISING FROM ANY PERSON WHILE HORSEBACK RIDING IS EXCLUDED.

ALL OPERATIONS OF AMUSEMENT RIDES MUST PROVIDE THE INSURED WITH AT LEAST \$1,000,000 LIABILITY CERTIFICATE OF INSURANCE WITH A "BEST" RATING OR B+ OR BETTER INSURANCE COMPANY.

IN CONSIDERATION OF THE COVERAGE EXTENDING FOR THIS RISK, IT IS HEREBY UNDERSTOOD AND AGREED THAT THE PREMIUM CHARGED, SHALL BE A DEPOSIT, AND SHALL BE ADJUSTED FOR THE 12 MONTHS EXTENSION RATE SCHEDULE (ENDT B)

IT IS HEREBY UNDERSTOOD AND AGREED THAT THE LICENSEES AND PERMITTEES ARE RESPONSIBLE FOR THE PAYMENT OF THE \$250 DEDUCTIBLE.

Certain Underwriters at Lloyd's of London (CFC)

PROPOSED CYBER LIABILITY COVERAGE – OPTION I*Higher limits may be available upon request*

Cyber Coverage: <i>Claims Made and Reported</i>	Limits of Liability:	Retentions:
Insuring Clause 1: Cyber Incident Response		
A. Incident Response Costs	\$1,000,000	\$0
B. Legal Regulatory Costs	\$1,000,000	\$25,000
C. IT Security and Forensic Costs	\$1,000,000	\$25,000
D. Crisis Communication Costs	\$1,000,000	\$25,000
E. Privacy Breach Management Costs	\$1,000,000	\$25,000
F. Third Party Breach Management Costs	\$1,000,000	\$25,000
G. Post Breach Remediation Costs: <i>Subject to a max 10% of all sums paid as a direct result of cyber event</i>	\$1,000,000	\$0
Insuring Clause 2: Cyber Crime		
A. Funds Transfer Fraud	\$250,000	\$25,000
B. Theft of Funds Held in Escrow	\$250,000	\$25,000
C. Theft of Personal Funds	\$250,000	\$25,000
D. Extortion	\$1,000,000	\$25,000
E. Corporate Identity Theft	\$250,000	\$25,000
F. Telephone Hacking	\$250,000	\$25,000
G. Push Payment Fraud	\$50,000	\$25,000
H. Unauthorized use of Computer Resources	\$250,000	\$25,000
Insuring Clause 3: System Damage & Business Interruption		
A. System Damage and Rectification Costs	\$1,000,000	\$25,000
B. Income Loss and Extra Expense	\$1,000,000	\$25,000
C. Additional Extra Expense	\$100,000	\$25,000
D. Dependent Business Interruption	\$1,000,000	\$25,000
E. Consequential Reputational Harm	\$1,000,000	\$25,000
F. Claim Preparation Costs	\$25,000	\$0
G. Hardware Replacement Costs	\$1,000,000	\$25,000
<i>The following insuring clauses are subject to an Aggregate Limit</i>		
Insuring Clause 4: Network Security & Privacy Liability		
A. Network Security Liability	\$1,000,000	\$25,000
B. Privacy Liability	\$1,000,000	\$25,000
C. Management Liability	\$1,000,000	\$25,000
D. Regulatory Fines	\$1,000,000	\$25,000
E. PCI Fines, Penalties, Assessments	\$1,000,000	\$25,000
Insuring Clause 5: Medial Liability		
A. Defamation	\$1,000,000	\$25,000
B. Intellectual Property Rights Infringement	\$1,000,000	\$25,000
Insuring Clause 7: Court Attendance Costs		
In the Aggregate	\$100,000	\$0
Policy Aggregate Limit:	\$1,000,000	

Rating Basis:	2021 Exposure	2022 Exposure
Financials: Net Position FYE of previous year	\$198,185,939	\$204,126,574

Certain Underwriters at Lloyd's of London (CFC)

PROPOSED CYBER LIABILITY COVERAGE – OPTION I*(Continued)**Higher limits may be available upon request*

Description of Coverage Forms, Endorsements & Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier
CFC Cyber, Private Enterprise Claims Made and Reported / Discovery Coverage form
Retroactive Date: Full Prior Acts
Defense is inside the limit
Insuring Clauses 1-3: Limit of Liability Each and Every Claim Deductible Each and Every Claim
Insuring Clauses 4-5: Aggregate Limit of Liability: in the Aggregate, including costs and expenses Deductible: Each and Every Claim; including costs and expenses
Insuring Clause 3: Sections B&D are sub-limited to \$1mil in respect of System Failure
Business Operations: Municipality
Legal Action: Worldwide
Territorial: Worldwide
Reputational Harm Period: 12 months
Indemnity Period: 12 months
Waiting Period: 8 Hours
Optional Extended Reporting Period: 12 months @ 100% of applicable annualized premium
Contingent Bodily injury Amendatory Clause Endorsement
Policyholder Disclosure Notice of Terrorism Insurance Coverage

City of Ormond Beach

Certain Underwriters at Lloyd's of London (Beazley)

PROPOSED CYBER LIABILITY COVERAGE – OPTION II*Higher limits may be available upon request*

Cyber Coverage: <i>Claims Made and Reported</i>		Limits of Liability:
Breach Response:		
Notified Individuals		100,000
Legal, Forensic & Public Relations / Crisis Management		\$1,000,000
<i>** The Breach Response limits above are in addition to Policy Aggregate Limit of Liability</i>		
Additional Breach Response Costs		\$1,000,000
First Party Loss:		
Security Breach or System Failure:		
Business Interruption		\$100,000
Dependent Business Interruption		\$100,000
Cyber Extortion		\$100,000
Data Recovery Costs		\$100,000
Liability		
Liability:		
Data & Network Liability		\$1,000,000
Regulatory Defense & Penalties		\$1,000,000
Payment Card Liabilities & Costs		\$1,000,000
Media Liability		\$1,000,000
eCrime:		
Fraudulent Instruction		\$250,000
Funds Transfer Fraud		\$250,000
Telephone Fraud		\$250,000
Criminal Reward		\$50,000
Policy Aggregate Limit:		\$1,000,000
Deductibles:		
Breach Response		\$25,000
Except for Legal		\$12,500
Each Incident, Claim or Loss		\$25,000
Waiting Period		8 Hours
Notified Individual Threshold		100
Rating Basis:		
	2021 Exposure	2022 Exposure
Financials: Net Position FYE of previous year	\$198,185,939	\$204,126,574

Certain Underwriters at Lloyd's of London (Beazley)

PROPOSED CYBER LIABILITY COVERAGE – OPTION II*(Continued)**Higher limits may be available upon request*

Description of Coverage Forms, Endorsements & Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier
Beazley Breach Response with BBR Information Pack
Defense is inside the limits of liability
Continuity Date Policy Inception
Retroactive Date: Full Prior Acts
Important Notice – Florida
Lloyd's Security Schedule 2022
Lloyd's Certificate – No Policy Language
Nuclear Incident Exclusion Clause – Liability – Direct (Broad) USA
Radioactive Contamination Exclusion Clause – Liability – Direct USA
Sanction Limitation and Exclusion Clause
War and Civil War Exclusion
Asbestos, Pollution, and Contamination Exclusion Endorsement
Cap on Losses Arising Out of Certified Acts of Terrorism
Choice of Law and Service of Suit: New York
Amend Data Recovery Costs
Amend Definition of Data
Amend Definition of Fraudulent Instruction
Amend Notified Individuals Threshold
Amend Other Insurance Clause – Primary with Respect to Breach Response Services and First Party Loss
Computer Hardware Replacement Cost; Sub-limit \$100,000
Contingent Bodily Injury Liability Endorsement; Sub-limit \$250,000
CryptoJacking Endorsement; Sub-limit \$100,000; Retention to match elected.
GDPR Cyber Endorsement
Invoice Manipulation Coverage; Limit \$100,000; Retention to match elected.
Post Breach Remedial Services Endorsement
Reputational Loss: Limit \$1,000,000; Retention to match elected.
Voluntary Shutdown
Policyholder Disclosure Notice of Terrorism Coverage
Employee Device Endorsement
State Consumer Privacy Statutes Endorsement

Certain Underwriters at Lloyds, London (Hiscox)

PROPOSED ACTIVE SHOOTER LIABILITY COVERAGE*Higher limits may be available upon request*

Active Shooter and Malicious Attack Property and Liability Coverage:		Limits:
Each Occurrence		\$1,000,000
Annual Aggregate		\$1,000,000
<i>Sub-limits (part of / not in addition to the limits)</i>		
Additional Security Measures		\$250,000
Counseling		\$250,000
Public Relations		\$250,000
Miscellaneous Crisis Management Expenses		\$250,000
Medical Payments and Funeral Expenses		\$1,000,000

Deductibles:	
Each Occurrence	\$10,000
Waiting Period	None

Active Shooter Rating Basis:	
2022 Total Insurable Values	\$160,511,415
2021 Total Insurable Values	\$128,738,231

Description of Coverage Forms, Endorsements & Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier
General Terms and Conditions
Active Shooter and Malicious Attack Property and Liability Coverage form (1 st and 3 rd Party Liability)
Lloyd's Syndicate (33) Endorsement
Premium Payment Clause (Reinsurance)
Service of Suit Endorsement
Florida Amendatory Endorsement
Policyholder Disclosure Notice of Terrorism Insurance Cover
Economic and Trade Sanctions Policyholder Notice
Policyholder Complaints and Comments
Minimum Earned Premium – 25%
No Flat Cancellations

Global Aerospace Inc *

PROPOSED DRONE HULL & LIABILITY COVERAGE*Client ultimately chooses limits of liability and values insured**Coverage will pay sums which the insured becomes legally liable to pay for damages because of bodily injury or property damage to which this insurance applies.*

Commercial Liability:	Limits:
Bodily Injury & Property Damage Liability Each Occurrence	\$1,000,000
Passenger Liability	Excluded
Passenger War Liability	Included
Third Party War Limit: Annual Aggregate	\$1,000,000
Fire Legal Liability	\$100,000
Medical Limit	\$5,000
Non-Owned Liability: Any Unmanned Aircraft less than 55 lbs	\$1,000,000
Including	
Third Party War: Annual Aggregate	\$1,000,000
Medical Limit	\$5,000
Deductible:	N/A

Hull Physical Damage Schedule:	Limits:	Hull Deductible:
2020 DJI Innovations Mavic 2 Zoom; #OM6CH8CRA0A1JPV		
In Motion	\$1,792	5%
Not In Motion		5%
2021 SKYDIO X2; #1688BE10JA007755	\$22,000	
In Motion		5%
Not In Motion		5%
SKYDIO Controller; #SEC-35CV (No Liability)	\$5,000	
In Motion		10%
Not In Motion		10%

Global Aerospace, Inc. Program Carrier Participation: *
American Alternative Insurance Corporation
American Commerce Insurance Company
National Indemnity Company of the South
Tokio Marine America Insurance Company

Global Aerospace Inc *

PROPOSED DRONE HULL & LIABILITY COVERAGE (Continued)
Client ultimately chooses limits of liability and values insured

Description of Coverage Forms, Endorsements & Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier
Aviation Insurance Policy Unmanned Aircraft Systems (UAS Policy Form)
Electronic Data Event Liability Exclusion
Additional Insured
Amendment of Defined Terms
Electronic Date Recognition Exclusion Limited Coverage
Liability for Sale of Aircraft, Aircraft Parts or Services
Premises Coverage
Fire Legal Liability
Expanded Contractual Liability Endorsement
TRIA Disclosure; Terrorism Risk Insurance Act 2002: Included
Florida Amendatory
The policy shall not apply while a scheduled aircraft is in flight unless the pilot in command is approved by the Named Insured and appropriately licensed for the flight being conducted.
The insured value of any newly acquired aircraft or any scheduled aircraft modified during the policy period is subject to the Maximum Insured Value Limit which shall be the highest insured value of any scheduled aircraft insured at the time such newly acquired aircraft is acquired or such modified scheduled aircraft is modified.

Global Aerospace, Inc. Program Carrier Participation: *
American Alternative Insurance Corporation
American Commerce Insurance Company
National Indemnity Company of the South
Tokio Marine America Insurance Company

Crum & Forster Specialty Insurance
Policy Period: 4/29/2022-4/29/2023

STORAGE TANK POLLUTION LIABILITY

Higher limits may be available upon request

Storage Tank Pollution Liability:	Limits:
Policy Aggregate	\$2,000,000
Each Confirmed Release	\$1,000,000
Defense Expense Aggregate	\$1,000,000

Schedule of Storage Tanks, Showing Deductible by Location:					
Site	Tank Type	Install Year	Capacity (Gallons)	Deductible	Retroactive Date
Water Plant	AST	2004	6,000	\$5,000	4/29/2014
Water Plant	AST	2008	5,200	\$5,000	4/29/2014
Public Works	UST	1990	12,000	\$50,000	7/8/2021
Public Works	UST	1990	12,000	\$50,000	7/8/2021
Public Works	AST	2017	6,000	\$5,000	7/8/2021
Trans Station WW Plant	AST	2008	6,000	\$5,000	4/29/2022
Trans Station WW Plant	AST	2007	4,000	\$5,000	4/29/2022
Trans Station WW Plant	AST	2011	7,000	\$5,000	4/29/2022

Description of Coverage Forms, Endorsements & Exclusions include (but are not limited to):
Standard Policy Forms, Endorsements, Exclusions as issued by ISO or Carrier
Storage Tank Pollution Policy
Deductible Endorsement
Mandatory Notice Of Voluntary Removal Or Replacement Of Underground Storage Tanks System
Covered Storage Tank Coverage Endorsement
Aboveground Storage Tank Pollution Condition Definition Amendatory Endorsement
Loading Or Unloading Coverage Endorsement
Financial Responsibility Certificate Of Insurance – FL
Schedule Of Forms And Endorsements
U.S. Treasury Department's Office Of Foreign Assets Control ("OFAC") Advisory Notice To Policy Holders
Privacy Notice
Emergency Response Hotline
Notice Of Loss All
Claims Reporting
Service Of Process Clause
Exclusion Of Certified Acts Of Terrorism And Exclusion Of Other Acts Of Terrorism Committed Outside The United States

A.M. BEST FINANCIAL RATING

The insurance company providing coverage has the following A. M. Best* Financial rating:

*** Rating Guide:** A++ to C- = Highest to low rating
XV to I = Largest to smallest rating

	Line of Coverage:	Carrier:	Rating for Stability:	Rating for Assets / Surplus:
***	Prop, Breakdown, IM, Auto PD, Work Comp	Preferred Governmental Insurance Trust	Not Rated	
	Flood	Wright National Flood Insurance Company	A	VI
**	GL POL EPLI	Illinois Union Insurance Company	A++	XV
	Crime	Travelers Casualty and Surety Company of America	A++	XV
	AD&D	ACE American Insurance Company	A++	XV
**	Professional	Evanston Insurance Company	A	XV
**	TULIP	Scottsdale Insurance Company	A+	XV
**	Cyber – I	Lloyds of London (CFC)	A	XV
**	Cyber – II	Lloyds of London (Beazley)	A	XV
**	Active Shooter	Lloyds of London (Hiscox)	A	XV
**	Drone	American Alternative Insurance Corporation	A+	XV
**		American Commerce Insurance Company	A	XI
**		National Indemnity Company of the South	A++	XV
**		Tokio Marine America Insurance Company	A++	XV
**	Storage Tank Pollution	Crum & Forster Specialty Insurance Company	A	XIV

**** Denotes excess & surplus lines insurance company. See attached Statement Acknowledging that Coverage has been placed with a Non-Admitted Carrier. Please review and return to Brown & Brown. Brown & Brown does not have direct binding authority with this excess and surplus lines market.**

***** Preferred Governmental Insurance Trust is not protected by the Florida Guarantee Association in the event it becomes unable to meet its claims payment obligations. However, Preferred Governmental Insurance Trust's excess of loss policies list every individual member a named insured, giving every member direct access to the insurance company of payment of claims.**

A.M. BEST FINANCIAL RATING (Continued)

A Best's Financial Strength Rating is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. It is based on a comprehensive quantitative and qualitative evaluation of a company's balance sheet strength, operating performance and business profile.

Financial Strength Rating Guide*Secure***A++, A+ (Superior)****A, A- (Excellent)****B++, B+ (Good)***Vulnerable***B, B- (Fair)****C++, C+ (Marginal)****C, C- (Weak)****D (Poor)****E (Under Regulatory Supervision)****F (In Liquidation)****S (Suspended)****Financial Size Category Guide***Class Adj. PHS (\$ Millions)***I** Less than 1**II** 1 to 2**III** 2 to 5**IV** 5 to 10**V** 10 to 25**VI** 25 to 50**VII** 50 to 100**VIII** 100 to 250*Class Adj. PHS (\$ Millions)***IX** 250 to 500**X** 500 to 750**XI** 750 to 1,000**XII** 1,000 to 1,250**XIII** 1,250 to 1,500**XIV** 1,500 to 2,000**XV** 2,000 or greater

NOTICE OF CARRIER FINANCIAL STATUS

Brown & Brown of Florida, Inc. – Daytona Beach, and its parent company, Brown & Brown, Inc. (collectively “Brown & Brown”) do not certify, warrant or guarantee the financial soundness or stability of any insurance carrier or alternative risk transfer entity. We endeavored to place your coverage with an insurance carrier with an A.M. Best Company financial rating of “A-” or better.* While Brown & Brown cannot certify, warrant or guarantee the financial soundness or stability of a company or otherwise predict whether the financial condition of a company might improve or deteriorate, we are hereby providing you with notice and disclosure of financial condition so that you can make an informed decision regarding the placement of insurance coverage. Accordingly, this will serve as notice of the following with regard to the placement of the insurance indicated below and with regard to any subsequent renewal of such insurance:

- Brown & Brown attempted to present other options for your insurance placement, including quotations with insurance carriers holding an “A-” or better rating from A.M. Best Company, but we were unable to secure such a quote.
- Insurance coverage is being placed through Preferred Governmental Insurance Trust, which is currently not rated by A.M. Best Company.
- The financial condition of insurance companies may change rapidly and that such changes are beyond the control of Brown & Brown.
- You have had the ability to review the financial information for this carrier as found in one or more of the following sources: a state department of insurance website, A.M. Best Company website, carrier or a carrier website.
- You have had an opportunity to consider the information provided regarding your insurance quote and insurance placement and review it with your accountants, legal counsel and advisors.

Named Insured:	City of Ormond Beach
Policy Number:	PX FL1 0642008 21-18
Policy Period:	10/01/2022 to 10/01/2023
Date of Notice:	Presented Date of this Proposal Dated

* A.M. Best Rating Guide: Rating for Stability: A++ to D = Highest to low. rating
Rating for Assets/ Surplus: 15 to 1 - Largest to smallest rating

**NON-ADMITTED CARRIER DISCLAIMER – LIABILITY
STATEMENT ACKNOWLEDGING THAT COVERAGE HAS
BEEN PLACED WITH A NON-ADMITTED CARRIER**

Per Florida Statute, the insured is required to sign the following E&S disclosure: The undersigned hereby agrees to place insurance coverage in the surplus lines market and understands that superior coverage may be available in the admitted market and at a lesser cost. Persons insured by surplus lines carriers are not protected by the Florida Insurance Guaranty Association with respect to any right of recovery for the obligation of an insolvent unlicensed insurer.

City of Ormond Beach

Named Insured

Signature of Insured's Authorized Representative

Date

Illinois Union Insurance Company

Name of Excess and Surplus Lines Carrier

Excess Liability: GL POL EPL

Type of Insurance

10/01/2022

Effective Date of Coverage

Don Sciotto

Producing Agent Name

**NON-ADMITTED CARRIER DISCLAIMER – EMT PL
STATEMENT ACKNOWLEDGING THAT COVERAGE HAS
BEEN PLACED WITH A NON-ADMITTED CARRIER**

Per Florida Statute, the insured is required to sign the following E&S disclosure: The undersigned hereby agrees to place insurance coverage in the surplus lines market and understands that superior coverage may be available in the admitted market and at a lesser cost. Persons insured by surplus lines carriers are not protected by the Florida Insurance Guaranty Association with respect to any right of recovery for the obligation of an insolvent unlicensed insurer.

City of Ormond Beach

Named Insured

Signature of Insured's Authorized Representative

Date

Evanston Insurance Company

Name of Excess and Surplus Lines Carrier

Professional Liability (EMT/Paramedic)

Type of Insurance

10/01/2022

Effective Date of Coverage

Don Sciotto

Producing Agent Name

**NON-ADMITTED CARRIER DISCLAIMER – TULIP
STATEMENT ACKNOWLEDGING THAT COVERAGE HAS
BEEN PLACED WITH A NON-ADMITTED CARRIER**

Per Florida Statute, the insured is required to sign the following E&S disclosure: The undersigned hereby agrees to place insurance coverage in the surplus lines market and understands that superior coverage may be available in the admitted market and at a lesser cost. Persons insured by surplus lines carriers are not protected by the Florida Insurance Guaranty Association with respect to any right of recovery for the obligation of an insolvent unlicensed insurer.

City of Ormond Beach

Named Insured

Signature of Insured's Authorized Representative

Date

Scottsdale Insurance Company

Name of Excess and Surplus Lines Carrier

Special Events Liability (TULIP)

Type of Insurance

10/01/2022

Effective Date of Coverage

Don Sciotto

Producing Agent Name

**NON-ADMITTED CARRIER DISCLAIMER – CYBER
STATEMENT ACKNOWLEDGING THAT COVERAGE HAS
BEEN PLACED WITH A NON-ADMITTED CARRIER**

Per Florida Statute, the insured is required to sign the following E&S disclosure: The undersigned hereby agrees to place insurance coverage in the surplus lines market and understands that superior coverage may be available in the admitted market and at a lesser cost. Persons insured by surplus lines carriers are not protected by the Florida Insurance Guaranty Association with respect to any right of recovery for the obligation of an insolvent unlicensed insurer.

City of Ormond Beach

Named Insured

Signature of Insured's Authorized Representative

Date

Certain Underwriters at Lloyds of London

Name of Excess and Surplus Lines Carrier

Cyber Liability

Type of Insurance

10/01/2022

Effective Date of Coverage

Don Sciotto

Producing Agent Name

**NON-ADMITTED CARRIER DISCLAIMER – DRONE
STATEMENT ACKNOWLEDGING THAT COVERAGE HAS
BEEN PLACED WITH A NON-ADMITTED CARRIER**

Per Florida Statute, the insured is required to sign the following E&S disclosure: The undersigned hereby agrees to place insurance coverage in the surplus lines market and understands that superior coverage may be available in the admitted market and at a lesser cost. Persons insured by surplus lines carriers are not protected by the Florida Insurance Guaranty Association with respect to any right of recovery for the obligation of an insolvent unlicensed insurer.

City of Ormond Beach

Named Insured

Signature of Insured's Authorized Representative

Date

Global Aerospace Inc:

American Alternative Insurance Corporation 59.24%

American Commerce Insurance Company 10%

National Indemnity Company of the South 18.39%

Tokio Marine America Insurance Company 12.37%

Name of Excess and Surplus Lines Carrier

Drone Hull & Liability Coverage

Type of Insurance

10/01/2022

Effective Date of Coverage

Don Sciotto

Producing Agent Name

APPENDIX

***Preferred* Governmental Insurance Trust Excess Insurance Structure**

To protect members of the fund from large losses and to protect the financial security of the fund, the *Preferred* Governmental Insurance Trust (*Preferred*) board of trustees has elected to purchase an extremely conservative excess of loss insurance structure. We stress *Preferred's* excess of loss structure because an excess structure provides *Preferred* members several levels of protection that reinsurance does not.

Foremost among these is the fact that *Preferred's* excess of loss policies list every individual member as a named insured, giving every member direct access to the insurance company for payment of claims. Reinsurers are only responsible to the trust itself. Therefore, if a trust became financially troubled, there is no guarantee from an insurance company that any individual claim will be paid or even that a reimbursement will go towards the originating claim.

Preferred is a non-assessable Trust authorized under Florida Statue and is not rated by AM Best. *Preferred* is not protected by the Florida Guarantee Association in the event it becomes unable to meet its claims payment obligations. *Preferred* members are not constrained by notice requirements or punitive run-off claims costs to exit. *Preferred* is a non-admitted pool in the state of Florida.

PRU – Public Risk Underwriters

Public Risk Underwriters, as part of Brown & Brown, Inc., is one of the premier insurance service organizations for public entities in the United States. Our exclusive focus and in-depth understanding of the unique risk exposures and operating environment of the public sector allows us to tailor customized products and services to meet our clients' needs.

PGCS – *Preferred* Governmental Claim Solutions

PGCS is dedicated to exclusively serving Florida governmental agencies. PGCS administers and closely controls all claims from start to finish. This team of full-time, licensed adjusters understands federal laws and state statutes governing actions against public entities. A toll-free telephone number is provided to facilitate reporting of claims

Preferred Governmental Insurance Trust
MUNICIPALITY EXCESS INSURANCE STRUCTURE 21-22
22-23 Structure is Not Available Yet

[illegible]

Public Risk Underwriters, Inc.**COMPENSATION DISCLOSURE**

We appreciate the opportunity to assist with your insurance needs. Information concerning compensation paid to other entities for this placement and related services appears below. Please do not hesitate to contact us if any additional information is required.

PRU is owned by Brown & Brown, Inc. Brown & Brown entities operate independently and are not required to utilize other companies owned by Brown & Brown, Inc., but routinely do so.

For the Coverage Term referenced above, your insurance was placed through Preferred Governmental Insurance Trust (Preferred). Preferred is an independent entity formed by Florida public entities through an Interlocal Agreement for the purpose of providing its members with an array of insurance coverages and services. Preferred has contracted with entities owned by Brown & Brown, Inc. to perform various services. As explained below, those Brown & Brown entities are compensated for their services.

Preferred has contracted with Public Risk Underwriters of Florida Inc. (PRU), a company owned by Brown & Brown, Inc., to administer Preferred's operations. The administrative services provided by PRU to Preferred include:

Underwriting / Coverage review / Marketing / Policy Review
/ Accounting / Issuance of Preferred Coverage Agreements /
Preferred Member Liaison / Risk Assessment and Control

Pursuant to its contract with Preferred, Public Risk Underwriters of Florida Inc. (PRU) receives an administration fee, based on the size and complexity of the account, of up to 9.75% of the Preferred premiums billed and collected.

Preferred has also contracted with Preferred Governmental Claims Solutions (PGCS), a company owned by Brown & Brown, Inc., for purposes of administering the claims of Preferred members. The services provided by PGCS to Preferred may include:
Claims Liaison with Insurance Company / Claims Liaison with Preferred Members / Claims Adjustment.

Pursuant to its contract with Preferred, PGCS receives a claims administration fee for those accounts which PGCS services of up to 3.85% of the non-property portion of the premiums you pay to Preferred.

Preferred also utilizes wholesale insurance brokers, some of which (such as Peachtree Special Risk Brokers and Apex Insurance Services) are owned by Brown & Brown, Inc., for the placement of Preferred's insurance policies. The wholesale insurance broker may provide the following services to Preferred:

- ❖ Risk Placement
- ❖ Coverage review
- ❖ Claims Liaison with Insurance Company
- ❖ Policy Review
- ❖ Current Market Intelligence

The wholesale insurance broker's compensation is largely dictated by the insurance company. It typically ranges between 5% and 10% of the premiums you pay to Preferred for your coverage.

RELATED INFORMATION

Compensation: If we are being compensated upon a fixed dollar amount or fixed percentage fee (meaning that the contract specifies our compensation and states anywhere in the document that additional compensation will not be paid to us or any other party) any additional compensation to us or any other party, including wholesale brokers or third-party intermediaries, is strictly prohibited. Likewise, if our contract sets compensation based upon a fixed dollar amount or fixed percentage fee and the contract specifies that additional compensation shall be credited to the insured, any additional compensation to any party, including brokers, wholesale brokers or third-party intermediaries, must be promptly returned to you. If our contract is not based upon such fixed fee terms, no owned or affiliated party, including brokers, wholesale brokers or third-party intermediaries, may accept any type of compensation without full disclosure by the undersigned broker to you of the dollar amount or percentage of compensation prior to binding your coverage.

Questions and Information Requests. Should you have any questions, or require additional information, please contact this office at 1-800-877-2769 or, if you prefer, submit your question or request online at:
<http://www.bbinsurance.com/customerinquiry.shtml>.

LIABILITY TERMS

Contractual Liability - Extends coverage to liability assumed under contract. Applies to both oral and written agreements relating to named insured's business.

Personal Injury Liability & Advertising Injury Liability - Covers false arrest, detention or imprisonment, malicious prosecution, libel, slander, wrongful eviction or entry, or other invasion of the right of private occupancy.

Premises Medical Expense - Made if there is reason to believe that the resulting injury would not have occurred but for some condition on the insured premises or operations conducted by the insured. Negligence of the insured need not be established.

Fire Damage - Intended for tenant or lessee of a commercial building who does not agree under contract to be responsible for the building, or for that part of the building, which is in its care, custody or control. Coverage is for one peril, fire, when fire is the result of an insured's negligence.

Non-Owned Watercraft Liability Coverage - (Under 26 feet in length) Provides coverage for liability which arises from any watercraft as long as the watercraft is not owned by the insured nor being used to carry persons or property for a fee.

Limited Worldwide Coverage - Intended to extend the scope of "policy territories" to anywhere in the world. This is limited to the activities of any insured who is domiciled in the United States and the original suit for damage is brought within the United States, its territories, possessions, or in Canada.

Extended Bodily Injury Coverage - Amends definition of occurrence to include any intentional act by or at the direction of the insured, which results in bodily injury, but only if such bodily injury results from the use of "reasonable" force for purposes of protecting persons or property.

Newly Acquired Organizations - Automatic protection for newly acquired organizations until the new organizations are specifically added to the policy or 90 days, whichever occurs first.

Additional Persons Insured - Includes as insureds: (1) Any spouse of a partner concerning business activities of the partnership and (2) any employee of the named insured while acting within the scope of his or her duties. Does not apply to bodily injury or personal injury sustained by a fellow employee which occurs during the course of employment.

Employee Benefits - Provides coverage against damages because of a "Negligent Act" in the "Administration" of "your employee benefits program".

Liquor Liability - Provides coverage against claims for "damages" sustained by any person or organization if such liability is imposed on the insured by reason of the selling, serving, or furnishing of any alcoholic beverage.

AUTOMOBILE TERMS

Owned Automobiles - Covers the liability arising out of the ownership, maintenance or use of automobiles.

Personal Injury Protections - Coverage is included for passenger vehicle under No-Fault Law provisions.

Uninsured Motorists - Protects insureds who are not contributory negligent against bodily injury caused by negligent underinsured or uninsured drivers and hit-and-run motorists.

Uninsured Motorists Coverage is offered in two different forms.

Non-Stacked UM - This will provide the limit of Uninsured Motorists coverage shown in the policy schedule, regardless of how many vehicles are owned.

Stacked UM - This will provide the sum of limit of Uninsured Motorists coverage shown in the policy schedule. If there is more than one covered auto, the limit of insurance for the accident would be the sum of the limits for all those owned autos which are covered autos. (If the limit is \$100,000 and there are three insured vehicles, the maximum paid would be the sum of the coverage, or \$300,000).

Stacked UM coverage is only available when the named insured is an individual; entities do not qualify for stacked coverage. Non-stacked UM coverage is available for both entities (corporations, partnerships, etc.) and individuals.

Hired Automobiles - Covers the liability for the use of hired automobiles in your business.

Non-Owned Automobiles - Covers the liability for the use of non-owned automobiles in your business. An example would be an employee using his/her own car on an errand for you.

Comprehensive - Pays for loss of, or damage to, automobiles from perils other than collision.

Collision - Pays for loss of, or damage to, automobiles from collision with another object or upset.

Broad Form Drive Other Car Coverage - Provides coverage for individual named on endorsement and spouse for use of non-owned car, sometimes referred to as "Borrowed Car" coverage. This should be purchased if you do not have a personal auto policy.

NOTE: These coverages may not apply in all states.

AUTOMOBILE SYMBOL DEFINITIONS

<u>Symbol</u>	<u>Description</u>
1	<i>Any Auto.</i>
2	<i>Owned Autos only.</i> Only those autos you own (and for Liability Coverage any trailers you don't own while attached to power units you own). This includes those autos you acquire ownership of after the policy begins.
3	<i>Owned private passenger autos only.</i> Only the private passenger autos you own. This includes those private passenger autos you acquire ownership of after the policy begins.
4	<i>Owned autos other than private passenger autos only.</i> Only those autos, you own that are not of the private passenger type (and for Liability Coverage any trailers you don't own while attached to power units you own). This includes those autos not of the private passenger type you acquire ownership of after the policy begins.
5	<i>Owned autos subject to no-fault.</i> Only those autos you own that are required to have no-fault benefits in the state where they are licensed or principally garaged. This includes those autos you acquire ownership of after the policy begins provided they are required to have no-fault benefits in the state where they are licensed or principally garaged.
6	<i>Owned autos subject to a compulsory uninsured motorists law.</i> Only those autos you own that because of the law in the state where they are licensed or principally garaged are required to have and cannot reject Uninsured Motorists Coverage. This includes those autos you acquire ownership of after the policy begins provided they are subject to the same state uninsured motorists requirement.
7	<i>Specifically Described Autos.</i> Only those autos described in item three of the declarations for which a premium charge is shown (and for Liability Coverage any trailers you don't own while attached to any power unit described in item three).
8	<i>Hired Autos Only.</i> Only those autos you lease, hire, rent or borrow. This does not include any auto you lease, hire, rent or borrow from any of your employees or partners or members of their households.
9	<i>Non-owned Autos Only.</i> Only those "autos" you do not own, lease, hire, rent or borrow and that are used in connection with your business. This includes "autos" owned by your employees or partners or members of their households but only while used in your business or your personal affairs.

If symbol is not provided in summary, please refer to policy

WORKERS' COMPENSATION DEFINITIONS

PART A:

Workers' Compensation pays for all medically necessary remedial treatment, care, and attendance by a health care provider for as long as necessary to enable the employer to fully recover. There are no deductibles and no limits on payments.

Compensation for Disability is designed to partially reimburse the injured employee for inability to perform normal work, following a compensable injury.

There are specific classifications of disabilities:

- Permanent Total
- Temporary Total
- Permanent Impairment
- Temporary Partial

Compensation for death is payable if resulting within one year from the accident causing injury, or if it follows continuous disability and results from the accident within five years, thereafter the total amount that may be paid out over time is \$150,000.

PART B:

This coverage will pay for all sums which you are legally obligated to pay because of bodily injury by accident or disease sustained by any employee arising out of their employment. This coverage is distinct from any Workers' Compensation claim. Recent suits have been successfully based on a variety of grounds from a number of different parties including spouses and children.

"MONOPOLISTIC STATES INCLUDING A COMMONWEALTH IN ASSOCIATION WITH THE UNITED STATES STOP LOSS COVERAGE"

This endorsement is used to provide Part B - Employers Liability coverage for operations that are conducted in a monopolistic fund state. It is needed because Workers' Compensation policies written by these state fund do not provide this coverage.

Monopolistic States: North Dakota, Ohio, Washington, Wyoming, and Puerto Rico

The client must contact the above states directly to obtain Workers' Compensation coverage.

EXPERIENCE MODIFICATION FACTOR

For eligible risks, the National Council on Compensation insurance (NCCI) computes an experience modification which is a multiplier that must be applied to the manual premium for any eligible risk by any company insuring the risk.

Rating is based on the experience period which is the past three years, excluding the immediate preceding year. The experience period includes only completed policy periods within the three years.

Your experience modification applies for a period of one year from the effective date of it promulgation.

SURETY BONDS

Brown & Brown has the capability to handle surety bonds. Our experienced professionals are proficient in Construction and Commercial Bonds. Construction bonds typically include Bid, Performance, Payment, Maintenance and Warranty bonds. Commercial bonds cover obligations typically required by law, statute or regulation. The following are just a few of the industry types that we can service:

- Condominium Associations
- Developers
- General Contractors
- Financial Services Industry
- Hazardous Materials and Waste
- Healthcare
- Manufacturing
- Oil & Gas
- Property Managers
- Restaurants
- Retail Industry
- Service Contractors
- Subcontractors
- Wholesalers/Suppliers/Distributors

Types of Commercial Bonds commonly written by Brown & Brown include:

Agricultural Dealers Bond	Medicare/Medicaid Bonds	Release of Lien Bonds
Appeal Bonds	Miscellaneous Bonds	Replevin Bonds
Citrus Dealer Bonds	Mobile Home Dealer Bonds	Right-of-Way Bonds
Court Bonds	Mortgage Broker Bonds	Seller of Travel Bonds
Customs Bonds	Motor Vehicle Dealer Bonds	Supply Bonds
Employee Dishonesty Bonds	Notary Public Bonds	Tax Bonds
Fidelity Bonds	Patient Trust Bonds	Title Agents Bonds
Franchise Dealer Bonds	Professional Solicitors Bonds	Utility Deposit/Payment Bonds
Fuel Tax Bonds	Public Official Bonds	Warehouse Bonds
Garnishment Bonds	Reclamation Bonds	Workers' Compensation Bonds
License & Permit Bonds	Recreational Vehicle Dealer Bonds	Yacht Broker/Salesman Bonds

For more information or questions, please contact our Bond Manager, Tyler Debord at 386-239-5703 or email at TDebord@bbdaytona.com.

EMPLOYEE BENEFITS

Brown & Brown is an insurance intermediary for Employee Benefits insurance. We are experts in analyzing plan design information and claim experience in order to make sure our clients have the best employee benefits package for their employee's at the most competitive cost. We broker the following products:

- Medical Insurance – Fully Insured / Self Insured / Dividend Plans
- Consumer Driven Health Plans – H.S.A's / HRA's
- Dental Insurance
- Basic and Voluntary Life Insurance
- Short and Long Term Disability
- Vision Insurance
- Flex Spending Accounts
- Employee Assistance Plan
- COBRA Administration
- Voluntary Products
- Legal Plans

We also realize the service intensive nature of Employee Benefits packages. Therefore, we have experienced Account Executives and Account Managers to assist our clients with all aspects of employee benefit plans including:

- Guarantee Renewals 45-60 days in advance
- Billing, Claims, Eligibility issues
- Electronic Enrollment
- Open Enrollment Assistance
- Benefits at a Glance / Benefit Business Cards
- Compensation Statements
- HR/ Benefits Website
- Employee Surveys

For more information or questions, please contact our Employee Benefits Manager, Dustin Smurdon at 386-239-8889 or email at DSmurdon@bbdaytona.com.



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Robert Carolin, Leisure Services Director

Date: September 21, 2022

Subject: Yellowstone Landscape Athletic Fields Maintenance Contract CPI Cost Adjustment Request

Commission Goal: Quality of Life - Other

Introduction

This item is a request from Yellowstone Landscape for a Consumer Price Index (CPI) rate adjustment to the athletic field maintenance services contract with the City.

Background

The City has had an athletic field maintenance services contract with Yellowstone Landscape since 2015. As a part of that contract, the contractor may petition the City for a rate adjustment. The contract states that:

"No later than June 1, of each contract year, the Contractor may petition the City through the Contract Manager for a rate adjustment to reflect the change in the cost of doing business, as measured by fluctuations in the Consumer Price Index (CPI), All Urban Customers, published by the U.S. Department of Labor, Bureau of Labor Statistics, for the preceding July 1 - June 30 period. The maximum increase for any annual period shall be four percent (4%) which will only apply to the future year; increases will not be retroactive. The adjusted rate, if approved by the City Commission shall take effect on October 1, of the year in which approved."

Discussion

Per their contract, Yellowstone Landscape submitted a request on June 1, 2022, for rate adjustment for the athletic field maintenance services contract. As per the contract, Yellowstone's request is capped at no more than 4%, although the CPI adjustment for this same period is 9.06%.

Yellowstone Landscape provides a high quality of work in performing the athletic fields maintenance for the City of Ormond Beach. Yellowstone is proactive when providing

services, responsive to concerns, and willing to take on new projects.

The CPI provision in the current contract contemplates incremental increases in an effort to avoid steep increases at contract renewal, anticipates unknown variables at the time of negotiations, and provides for general increases in the cost of doing business. The current contract is competitively priced such that incremental CPI increases are necessary to avoid a steep market increase upon contract renewal.

Budget Impact

The contract would increase from \$604,611.46 to \$628,795.92 resulting in an annual increase of \$24,184.46 (4%). Funding for this increase has been included in the FY 2022-2023 Proposed Budget of the General Fund. This resolution, if adopted, will be an amendment to the current contract.

Citizen Impact

Yellowstone Landscape will continue to effectively provide athletic field maintenance services, allowing both residents and visitors to enjoy the high-quality athletic venues offered by the City of Ormond Beach.

Recommendation

Staff recommends approval of the CPI rate adjustment to the Yellowstone Landscape athletic fields' maintenance contract.

Attachments:

- 22-114 Athletic Field Maint - Yellowstone CPI (P22-0098G) (PDF)
- Request letter (PDF)

REVIEWED BY:


Kelly McGuire, Finance Director 8/22/2022


Claire Whitley, Assistant City Manager 9/13/2022

APPROVED BY:


Joyce A. Shanahan, City Manager 9/13/2022

RESOLUTION NO. 2022-114

A RESOLUTION AUTHORIZING A COST OF LIVING INCREASE BASED ON THE CONSUMER PRICE INDEX PURSUANT TO THE AMENDMENT AND RESTATEMENT OF AGREEMENT FOR FIELD MAINTENANCE SERVICES BETWEEN THE CITY OF ORMOND BEACH AND AUSTIN OUTDOOR, LLC d/b/a YELLOWSTONE LANDSCAPE, INC.; AND SETTING FORTH AN EFFECTIVE DATE.

WHEREAS, on June 2, 2015, the City of Ormond Beach and Austin Outdoor, LLC d/b/a Yellowstone Landscape, Inc. (“Yellowstone”) entered into an Amendment and Restatement of Agreement For Field Maintenance Services, and

WHEREAS, the Agreement allows the contractor to request an annual cost of living increase based on the Consumer Price Index (“CPI”), and

WHEREAS, the request by Yellowstone amounts to a 4% percent increase in rates pursuant to the Agreement, said increase to become effective on October 1, 2022, and

WHEREAS, City staff recommends that the request be approved by the City Commission, and

WHEREAS, the City Commission concurs with the staff recommendation, now therefore,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. The City Commission hereby authorizes a CPI rate increase of 4% for the provision of field maintenance services by Yellowstone, said increase to become effective on October 1, 2022.

SECTION TWO. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED this 21st day of September, 2022.

BILL PARTINGTON

Mayor

ATTEST:

SUSAN CARROLL DAUDERIS

City Clerk



May 18, 2022

Mr. Michael Demchak
Grounds Contract Manager
City of Ormond Beach
22 South Beach Street
Ormond Beach, FL 32174

Re: City of Ormond Beach Athletic Fields Service Contract

Mike:

Relating to the City of Ormond Beach Athletic Fields Service Contract, page 18 of 34R paragraph 5 Cost Adjustment, please consider this letter as our request for a rate adjustment based upon the fluctuations in the Consumer Price Index, All Urban Consumers, published by the United States Department of Labor, Bureau of Statistics for the preceding period.

Thank you for your consideration. Please contact me if you have any questions or discussions on this matter at 386-248-3298 or bweatherby@yellowstonelandscape.com.

Sincerely,

Brian Weatherby

Branch Manager

Yellowstone Landscape - Southeast, LLC_Daytona



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Robert Carolin, Leisure Services Director

Date: September 21, 2022

Subject: Yellowstone Landscape Grounds Maintenance Contract CPI Cost Adjustment Request

Commission Goal: Quality of Life - Other

Introduction

This item is a request from Yellowstone Landscape for a Consumer Price Index (CPI) rate adjustment to the grounds maintenance services contract with the City.

Background

The City has a grounds maintenance services contract with Yellowstone Landscape since 2012. As a part of that contract, the contractor may petition the City for a rate adjustment. The contract states that:

"No later than June 1, of each contract year, the Contractor may petition the City through the Contract Manager for a rate adjustment to reflect the change in the cost of doing business, as measured by fluctuations in the Consumer Price Index (CPI), All Urban Customers, published by the U.S. Department of Labor, Bureau of Labor Statistics, for the preceding July 1 - June 30 period. The maximum increase for any annual period shall be four percent (4%) which will only apply to the future year; increases will not be retroactive. The adjusted rate, if approved by the City Commission shall take effect on October 1, of the year in which approved."

Discussion

Per their contract, Yellowstone Landscape submitted a request on June 1, 2022, for rate adjustment for the grounds maintenance services including mowing, edging, string trimming, blowing-off of hard surfaces, debris pickup and removal, weed control (manual and chemical), fertilization (turf grasses, plant material and trees), irrigation services (testing, parts and repair), landscape detail services (shaping, pruning and trimming), palm tree pruning, mulch re-surfacing, and pest control and prevention. As per the contract, Yellowstone's request is capped at no more than 4%, although the CPI

adjustment for this same period is 9.06%.

Yellowstone Landscape provides a high quality of work in performing the landscaping and grounds maintenance services for the City of Ormond Beach. Yellowstone is proactive when providing services, responsive to concerns, and willing to take on new projects.

The CPI provision in the current contract contemplates incremental increases in an effort to avoid steep increases at contract renewal, anticipates unknown variables at the time of negotiations, and provides for general increases in the cost of doing business. The current contract is competitively priced such that incremental CPI increases are necessary to avoid a steep market increase upon contract renewal.

Budget Impact

If the CPI adjustment is approved, the contract would increase from \$1,767,167.55 to \$1,837,854.25 resulting in an annual increase of \$70,686.70. Funding for the CPI adjustment has been included in the FY 2022-2023 Proposed Budget. This resolution, if adopted, will be an amendment to the current contract.

Citizen Impact

Yellowstone Landscape will continue to provide consistent and high-quality grounds maintenance services throughout the City for all residents and visitors to enjoy.

Recommendation

Staff recommends approval of the CPI rate adjustment to the Yellowstone Landscape grounds maintenance contract.

Attachments:

- 22-115 Grounds Maint Yellowstone CPI Adj (P22-0099G) (PDF)
- Request letter (PDF)

REVIEWED BY:


Kelly McGuire, Finance Director 6/22/2022



Claire Whitley, Assistant City Manager 9/13/2022

APPROVED BY:



Joyce A. Shanahan, City Manager 9/14/2022

RESOLUTION NO. 2022-115

A RESOLUTION AUTHORIZING A COST OF LIVING INCREASE BASED ON THE CONSUMER PRICE INDEX PURSUANT TO THE GROUNDS MAINTENANCE SERVICES AGREEMENT BETWEEN THE CITY OF ORMOND BEACH AND AUSTIN OUTDOOR, LLC d/b/a YELLOWSTONE LANDSCAPE, INC.; AND SETTING FORTH AN EFFECTIVE DATE.

WHEREAS, on October 1, 2012, the City of Ormond Beach and Austin Outdoor, LLC d/b/a Yellowstone Landscape, Inc. (“Yellowstone”) entered into a Grounds Maintenance Services Agreement, and

WHEREAS, the Agreement allows the contractor to request an annual cost of living increase based on the Consumer Price Index (“CPI”), and

WHEREAS, the request by Yellowstone amounts to a 4% percent increase in rates pursuant to the Agreement, said increase to become effective on October 1, 2022, and

WHEREAS, City staff recommends that the request be approved by the City Commission, and

WHEREAS, the City Commission concurs with the staff recommendation, now therefore,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. The City Commission hereby authorizes a CPI rate increase of 4% for the provision of grounds maintenance services by Yellowstone, said increase to become effective on October 1, 2022.

SECTION TWO. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED this 21st day of September, 2022.

BILL PARTINGTON

Mayor

ATTEST:

SUSAN CARROLL DAUDERIS

City Clerk



May 18, 2022

Mr. Michael Demchak
Grounds Contract Manager
City of Ormond Beach
22 South Beach Street
Ormond Beach, FL 32174

Re: City of Ormond Beach Grounds Maintenance Service Contract

Mike:

Relating to the City of Ormond Beach Grounds Maintenance Service Contract, page 20R paragraph 1 Cost Adjustment, please consider this letter as our request for a rate adjustment based upon the fluctuations in the Consumer Price Index, All Urban Consumers, published by the United States Department of Labor, Bureau of Statistics for the preceding period.

Thank you for your consideration. Please contact me if you have any questions or discussions on this matter at 386-248-3298 or bweatherby@yellowstonelandscape.com.

Sincerely,

Brian Weatherby

Branch Manager

Yellowstone Landscape - Southeast, LLC_Daytona



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Robert Carolin, Leisure Services Director

Date: September 21, 2022

Subject: Riverside Drive Road Closure Request for 2022-2023

Commission Goal: Quality of Life - Other

Introduction

This is a request for the City Commission to authorize the closure of Riverside Drive for various upcoming events.

Background

As you know, closing Riverside Drive requires City Commission approval. For the past several years, Riverside Drive has been closed for pedestrian safety for various community events.

Discussion

This item will authorize the closures for the following events in accordance with the following schedule.

Riverside Drive Closures:

Ormond LIVE!	September 24, 2022 September 25, 2022	6:00 a.m. - 12:00 a.m. (midnight)
Movies on the Halifax- Realty Pros Trunk or Treat	October 7, 2022	2:00 p.m. - 11:00 p.m.
MS Society Bike Event	October 22, 2022 October 23, 2022	7:00 a.m. - 5:00 p.m.
Halloween	October 31, 2022	5:00 p.m. - 11:00 p.m.
Riverfest - Ormond Mainstreet	November 18, 2022 - November 20, 2022	7:00 a.m. - 11:00 p.m.
Gaslight Parade	November 25, 2022	5:00 p.m. - 8:00 p.m.
Christmas Gala - The	December 2, 2022 -	4:00 p.m. - 5:00 p.m.

Casements Guild	December 4, 2022	
Holiday's at The Casements	December 15, 2022	4:00 p.m. - 10:00 p.m.
Salty Church Christmas Celebration	December 23, 2022	2:00 p.m. - 10:00 p.m.
Veteran's Appreciation Day	February 25, 2023	7:00 a.m. - 7:00 p.m.
Taste of Ormond - Ormond MainStreet	March 5, 2023	8:00 a.m. - 12:00 a.m. (midnight)
Tomoka Marathon	March 18, 2023	4:00 a.m. - 4:00 p.m.
Celtic Festival - Ormond Mainstreet	April 14, 2023 - April 16, 2023	8:00 a.m. - 10:00 p.m.
Art in the Park	May 5, 2023 - May 7, 2023	8:00 a.m. - 9:00 p.m.
Craft Beer Festival - Ormond Beach Rotary	May 13, 2023	7:00 a.m. - 12:00 a.m. (midnight)
Memorial Day Rehearsal	May 27, 2023	6:00 a.m. - 2:00 p.m.
Memorial Day Remembrance	May 29, 2023	6:00 a.m. - 2:00 p.m.
King of the Grill - Ormond Beach Chamber of Commerce	September 16, 2023	7:00 a.m. -10:00 p.m.
Ormond LIVE!	September 30, 2023 October 1, 2023	6:00 a.m. - 12:00 p.m. (midnight)

The City Commission is not required to approve the closing of other streets in the City; however, for your information, **Beach Street** will be closed as follows:

Independence Day	South Beach Street (between Granada Blvd and Tomoka Ave) North Beach Street (between Granada Blvd and New Britain Ave)	July 4, 2023 12:00 p.m. - 10:00 p.m.
Home for the Holidays Parade	South Beach Street (between Granada Blvd and Tomoka Ave)	December 10, 2022 12:00 p.m. - 10:00 p.m.

Budget Impact

There is no budget impact on the City of Ormond Beach.

Citizen Impact

The residents will continue to enjoy special events safely.

Recommendation

It is recommended that the City Commission authorize closing Riverside Drive

from Granada Boulevard to Casements Drive in accordance with the schedule, detailed above.

REVIEWED BY:


Kelly McGuire, Finance Director 8/24/2022


Claire Whitley, Assistant City Manager 9/13/2022

APPROVED BY:


Joyce A. Shanahan, City Manager 9/13/2022



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Kevin Gray, Deputy Public Works Director

Date: September 21, 2022

Subject: Construction & Demolition Franchise Renewal for Waste Management Inc. of Florida

Commission Goal: Quality of Life - Other

Introduction

This item is to notify the City Commission of the renewal of an existing non-exclusive franchise agreement for the collection and disposal of construction and demolition debris generated within the City of Ormond Beach to Waste Management Inc. of Florida (Waste Management).

Background

On August 4, 2022, Waste Management, a business located at 1325 Hull Trail, Ormond Beach, Florida, 32174, submitted a construction and demolition roll-off services franchise agreement renewal application, affidavit of acknowledgment of business type, and a non-refundable renewal fee of \$1,500 to the City of Ormond Beach.

Waste Management's franchise will expire on September 30, 2022. Waste Management acknowledges the per roll-off charge of \$48.95 to be remitted by the tenth day of each month accompanied by appropriate documentation.

Discussion

Attached is the construction and demolition roll-off services franchise agreement renewal application in its entirety. City staff previously conducted reference checks and a financial ability analysis of Waste Management to perform construction and demolition roll-off services within the City of Ormond Beach and reported the checks had provided no information to disallow the City Commission to grant a non-exclusive franchise agreement.

Waste Management has been in business in the Volusia County area since 2004 and offers multiple-sized roll-off containers. The principal owners have an extensive

background in the recycling and solid waste industry, and staff expects a high level of customer satisfaction from the company.

Budget Impact

Revenues from this non-exclusive franchise agreement will be \$5,000 from the receipt of the franchise fee, \$1,500 from the renewal fee, and approximately \$2,500 from pull charges. These revenues will be applied to Fund 460 - Solid Waste Fund.

Citizen Impact

The franchising of waste haulers ensures that these businesses operate within the requirements of the City of Ormond Beach. Currently, Waste Management, Waste Pro of Florida, Samsula Landfill, Inc., Creech Enterprises, Inc., and GEL Recycling serve as the only roll-off haulers permitted to do business within the corporate limits of the City of Ormond Beach. Having a variety of authorized haulers provides a varied selection from which to choose.

Recommendation

City staff is providing public notice of its intent to renew the non-exclusive franchise agreement for the collection and disposal of construction and demolition debris generated within the City of Ormond Beach to Waste Management Inc. of Florida from September 30, 2022, to September 30, 2023.

Attachments:

- Renewal Application 2022 - WM (PDF)

REVIEWED BY:


Kelly McGuire, Finance Director 8/11/2022


Claire Whitley, Assistant City Manager 9/13/2022

APPROVED BY:


Joyce A. Shanahan, City Manager 9/13/2022

City of Ormond Beach
Public Works Department
Construction & Demolition Roll Off Services Franchise Application

Check one

☐ New ☒ **Renewal** ☐ Transfer ☐ Modification

Applicant Information:

Name: Waste Management Inc. of Florida

Address: 1325 Hull Trail

City/State/Zip Code: Ormond Beach, FL 32174

Phone Number: 904-759-5722

Contact Name: Jim Johns

To the applicant: The following information checklist is provided to assist you in preparing your application for a non-exclusive franchise to provide containers for construction and demolition debris collection and disposal services to properties located in the City of Ormond Beach. Please provide the required information identified in this checklist as an attachment to the franchise application.

Franchise Application Requirements
And Requirement Checklist

- ☒ 1. Name(s) and business address(es) of principal officers and stockholders and other persons having financial or controlling interest in any partnership or corporation;
- N/A ☐ 2. Name(s) and business address(es) of local managing officers of any publicly owned corporation having more than 25 shareholders;
- ☒ 3. Proof that corporation is in good standing in the State, and if not a Florida corporation, proof that applicant is qualified to do business in the State of Florida;
- N/A ☐ 4. If applicant is other than a corporation, and is operating under a fictitious name, applicant shall be required to submit information that such fictitious name is registered and held by applicant;
- ☒ 5. List of type, number and complete description of all equipment to be used by applicant for providing safe and efficient services;
- ☒ 6. Description or listing of the applicant's and its related entity's experience in the collection of construction and demolition debris;
- ☒ 7. List of all franchises awarded to the applicant and the status of those franchises;

City of Ormond Beach
Public Works Department
Construction & Demolition Roll Off Services Franchise Application

- ☒ 8. List of all franchises applied for which were not granted during the previous five year period;
- ☒ 9. Written response to selection criteria as follows:
1. The public need for the proposed franchise or franchise transfer.
 2. The financial ability of the applicant to perform
 3. Such other matters or information regarding the applicant or proposed franchise that the City Commission may determine relevant in its legislative discretion;
- ☒ 10. Applicant shall maintain in full force and effect the insurance coverages required by Exhibit "A" of City of Ormond Beach Resolution No. 98-132 and any subsequent amendments thereto. Commercial General Liability coverage shall be \$1 million each occurrence, \$1 million aggregate products and completed operations and \$50,000 fire damage (any one fire).
- N/A ☐ 11. An applicant for an initial franchise, or a material modification of an existing franchise, or a transfer of a franchise shall file the original and ten (10) copies of the application with the city clerk, or his or her designee. Any transfer of more than twenty-five (25) per cent of the ownership of the franchisee shall be deemed to be a "transfer of a franchise."
- ☒ 12. Contemporaneously with the filing of an application for an initial franchise, the applicant shall remit to the city a nonrefundable application fee in the amount of two thousand five hundred dollars (\$2,500.00); and contemporaneously with the filing of an application for a material modification of an existing franchise, or a transfer of a franchise, the applicant shall remit to the city, unless otherwise prohibited by law or waived by the city, a nonrefundable application fee in the amount of one thousand five hundred dollars (\$1,500.00). "Material modification" shall mean a change in any term or condition that substantially or materially affects any right or obligation of the franchisee or city under a franchise.
- ☒ 13. Within ten (10) business days after the filing of an application, the applicant shall furnish a complete copy of the application to all other collectors of construction and demolition debris that have franchises in the city. The copy shall be furnished by personal delivery or sent by certified mail, return receipt requested, to the principal business office of such other collectors of construction and demolition debris.

Definitions:

1. **Applicant:** a person or corporation applying to the City of Ormond Beach for a non-exclusive franchise to provide construction and demolition roll-off containers and/or collect construction and demolition debris within the City for hire, remuneration or other consideration.
2. **Franchisee:** person or corporation to whom the City has issued a non exclusive franchise to provide roll-off containers for construction and demolition services and/or to provide construction and demolition debris collection and disposal services to properties in the City.

City of Ormond Beach
Public Works Department
Construction & Demolition Roll Off Services Franchise Application

Applicant agrees to comply with all applicable provisions of the City of Ormond Beach, Florida Code of Ordinances Chapter 10, Article IV, as may be amended.

Waste Management Inc. of Florida

Applicant name (Print or Type)

By: David M. Myhan David Myhan, President

Applicant signature

Application submission date

Application received by

date

Application fee received by

check number

check date

Approved City Manager/designee signature

date

City of Ormond Beach
Public Works Department
Construction & Demolition Roll Off Services Franchise Application

Affidavit
ACKNOWLEDGMENT OF BUSINESS TYPE

The below named person, as applicant or legal representative for applicant, does hereby certify that all required information has been attached to the application and becomes a part thereof.

Applicant or applicant's legal representative agrees that applicant will comply with all provisions of the City of Ormond Beach Code of Ordinances, the laws, rules, ordinances and regulations of Volusia County, the State of Florida and the United States of America.

BUSINESS ADDRESS of APPLICANT:

Address: 1325 Hull Trail

City: Ormond Beach State FL Zip 32174

Telephone No. 904-759-5722 Fax No. _____

Federal ID. No. 59-1094518

SIGNATURE OF APPLICANT

If an Individual: _____, doing business

Signature

as _____

If a Partnership: _____ by: _____

General Partner Signature

If a Corporation: Waste Management Inc. of Florida

Corporate Name

(a Florida Corporation)

by: David Myhan David Myhan

Signature

Title: President

Attest: _____ (SEAL)

Lisa P. Silva, Asst. Corporate Secretary

NOTARY PUBLIC: _____

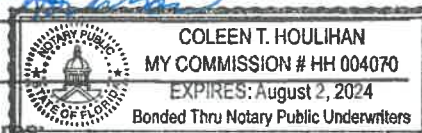
STATE OF: Florida **COUNTY OF:** Broward

The foregoing instrument was acknowledged before me this day of 2022, by David Myhan who is (are) personally known to me or who has produced as identification and who did (did not) take an oath.

NOTARY PUBLIC SIGNATURE: Coleen T. Houlihan

NOTARY NAME, PRINTED, TYPED OR STAMPED: _____

Commission Number: _____ My Commission Expires _____





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Detail by Entity Name

Florida Profit Corporation
WASTE MANAGEMENT INC. OF FLORIDA

Filing Information

Document Number	279946
FEI/EIN Number	59-1094518
Date Filed	03/30/1964
State	FL
Status	ACTIVE
Last Event	CORPORATE MERGER
Event Date Filed	01/03/2022
Event Effective Date	12/31/2021

Principal Address

800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Changed: 04/13/2021

Mailing Address

800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Changed: 04/13/2021

Registered Agent Name & Address

CT CORPORATION SYSTEM
1200 SOUTH PINE ISLAND ROAD
PLANTATION, FL 33324

Name Changed: 06/23/1992

Address Changed: 04/19/2011

Officer/Director Detail

Name & Address

Title President, Director

MYHAN, DAVID M
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title VP

FARMER, DOMENICA
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title VP

CARROLL, THOMAS G
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title VP, CFO, Controller

NAGY, LESLIE K
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title VP, Treasurer

REED, DAVID L
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title VP, Asst. Treasurer

LOCKETT, MARK A
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title VP, Asst. Secretary

LAMBROS , JAMES F
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title Asst. Secretary

FOSTER , JANNE C
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title Asst. Secretary

KAPLAN , RONALD M
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title VP, Secretary, Director

TIPPY , COURTNEY A
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title VP

Wilson, James A
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title Asst. Treasurer

BENNETT, JEFF R
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title Asst. Secretary

SILVA, LISA
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Title Asst. Secretary

LONGO, ROBERT E
800 CAPITOL STREET,
SUITE 3000
HOUSTON, TX 77002

Annual Reports

Report Year	Filed Date
2020	04/08/2020
2021	04/13/2021
2022	04/18/2022

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03/30/1964 -- Filings Prior to 1995	View image in PDF format

Article Interpretation of Stat., Exclusion of Evidence

State of Florida

Department of State

I certify from the records of this office that WASTE MANAGEMENT INC. OF FLORIDA is a corporation organized under the laws of the State of Florida, filed on March 30, 1964.

The document number of this corporation is 279946.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on April 18, 2022, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixth day of June, 2022*




Secretary of State

Tracking Number: 4679541090CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



Service Vehicles

Unit Number	Unit Description	Serial Number	License Plate - State
402922	1999 MACK RD690S	1M2P264CXXM027883	P4476B - FL
408837	2002 FREIGHTLIN FL112	1FVHBGA842HJ67125	P9823C - FL
409553	2003 FREIGHTLIN FL112	1FVMBGA893HK72730	P4485B - FL
413110	2006 MACK CV713	1M2AG11C46M036334	N6829Z - FL



Waste Management Inc. of Florida has been collecting and transporting solid waste and commercial debris in the City of Ormond Beach, and Volusia County, for over twenty-five (25) years. We have a site located at 1325 Hull Trail in Ormond Beach FL. All equipment is stored and maintained at this location. We service over 3000 commercial and roll off customers from this location as well.



Franchise Agreements

Current franchise agreements include, but are not limited to:

- City of Flagler Beach
- Clay County
- City of Daytona Beach
- City of Jacksonville
- City of Palm Coast
- Town of Ponce Inlet
- St. Johns County
- Volusia County
- City of St. Augustine Beach
- City of New Smyrna Beach



- 1) Due to the high quality of the services rendered by Waste Management Inc. of Florida, and the demand by our clients, there is a need for services by the company inside the City limits of Ormond Beach.
- 2) Included in this document is the Credit and Financial information, concerning Waste Management Inc. of Florida, showing our ability to continue to invest in resources to provide goods and services to the company's clients.
- 3) Included in this document is Waste Management Inc. of Florida's credit application information.



CREDIT AND FINANCIAL INFORMATION

Waste Management (the “Company”), through its subsidiaries, is North America’s leading provider of comprehensive waste management and environmental services. The Company is also a leading developer, operator and owner of landfill-gas-to-energy facilities in the United States. The Company partners with its residential, commercial, industrial and municipal customers to manage and reduce waste at each stage from collection to disposal through a network of landfill sites (the largest network of landfills in North America), transfer stations, recycling facilities, organic processing facilities and landfill-gas-to-energy projects.

FINANCIAL SUMMARY	2021 (Amounts in Millions)
Operating Revenue	\$17,931
Income from Operations	\$2,965
Cash Provided by Operating Activities	\$4,338
Total Assets	\$29,097
Cash and Cash Equivalents	\$118
Stockholders’ Equity	\$7,124
Total Equity	\$7,126

COMMON STOCK

Ticker Symbol	WM (NYSE)
Shares Outstanding	420.4 million

AVAILABLE CREDIT LINES

Total U.S. Revolving Facilities:	\$3.5 billion
Administrative Agent:	Bank of America, N.A.

CREDIT RATINGS

Moody’s Baa1/P-2/Stable	Standard & Poor’s A-/A-2/Stable	Fitch BBB+/F1/Stable
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Updated 03.15.22

800 Capitol Street | Suite 3000 | Houston, TX 77002 | (713) 512-6200 | wm.com



**WASTE MANAGEMENT INC.**

800 Capitol Street, Suite 3000
Houston, TX 77002
(713) 512-6200

INFORMATION

Waste Management, Inc.
800 Capitol Street, Suite 3000
Houston, TX 77002

Dun & Bradstreet #: 19-467-2085

Trade References:BANK:

Bank of America
Acct #: 81887-10018
For Account Validation:

Please call (844) 401-6078, Option 2
or visit www.bankvood.com.

TRADE:

Amrep Manufacturing Company LLC
1555 S. Cucamonga Avenue
Ontario, CA 91761
Contact: Irene Golding
Email : igolding@wastequip.com
Ph: 909-923-0430
Fax: 909-923-2485

Staples, Inc.
Regent Center II
4790 Regent Boulevard, Suite 250
Irving, Texas 75063
Fax: 508-382-1508
Email: CreditReference@Staples.com
(Email or Fax Only)

Natural Gas Fuel Systems, Inc. dba
Momentum Fuel Technologies
1051 Republic Drive, Suite 200
Roanoke, TX 76262
Contact: Susan Ferneyhough
PH: 817-767-6020
Fax: 817-767-6099

Houston Freightliner Inc.
9550 North Loop East
Houston, TX 77029
Contact: John Thomas
Phone: 713-672-4115

Taylor Communications (formerly Standard Register Company)
13105 Northwest Freeway Suite 1110
Houston, TX 77040
Fax: 937-913-3047
Email: tara.griffin@taylorcommunications.com
(Email or Fax Only)

Credit and Collections Dept
111 West First Street
Dayton OH 45402
Fax: 937-913-3047

Updated: 6/23/2021



CERTIFICATE OF LIABILITY INSURANCE

1/1/2023

DATE (MM/DD/YYYY)

12/9/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	LOCKTON COMPANIES 3657 BRIARPARK DRIVE, SUITE 700 HOUSTON TX 77042 866-260-3538	CONTACT NAME:	
		PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED	1300299 WASTE MANAGEMENT HOLDINGS, INC. & ALL AFFILIATED, RELATED & SUBSIDIARY COMPANIES INCLUDING: WASTE MANAGEMENT INC. OF FLORIDA 1325 HULL TRAIL ORMOND BEACH FL 32174	E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A : ACE American Insurance Company	22667
		INSURER B : Indemnity Insurance Co of North America	43575
		INSURER C : ACE Fire Underwriters Insurance Company	20702
		INSURER D : ACE Property & Casualty Insurance Co	20699
		INSURER E :	
		INSURER F :	

COVERAGES FLORMBEA CERTIFICATE NUMBER: 13077182 REVISION NUMBER: XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ XCU INCLUDED ☒ ISO FORM CG00010413 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:	Y	Y	HDO G72492365	1/1/2022	1/1/2023	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000 MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 6,000,000 PRODUCTS - COMP/OP AGG \$ 6,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☒ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☒ MCS-90 ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y	Y	MMT H25550328	1/1/2022	1/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$
D	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$	Y	Y	XEUG27929242 007	1/1/2022	1/1/2023	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$ XXXXXXXX
B A C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	Y N/A	WLR C68918595 (AOS) WLR C68918558 (AZ, CA & MA) SCF C68918637 (WI)	1/1/2022 1/1/2022 1/1/2022	1/1/2023 1/1/2023 1/1/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 3,000,000 E.L. DISEASE - EA EMPLOYEE \$ 3,000,000 E.L. DISEASE - POLICY LIMIT \$ 3,000,000
A	EXCESS AUTO LIABILITY	Y	Y	XSA H25550286	1/1/2022	1/1/2023	COMBINED SINGLE LIMIT \$9,000,000 (EACH ACCIDENT)

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 BLANKET WAIVER OF SUBROGATION IS GRANTED IN FAVOR OF CERTIFICATE HOLDER ON ALL POLICIES WHERE AND TO THE EXTENT REQUIRED BY WRITTEN CONTRACT WHERE PERMISSIBLE BY LAW. CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED ON ALL POLICIES (EXCEPT FOR WORKERS' COMP/EL) WHERE AND TO THE EXTENT REQUIRED BY WRITTEN CONTRACT. RE: CONSTRUCTION & DEMOLITION ROLL-OFF SERVICES NON-EXCLUSIVE FRANCHISE APPLICATION.
 ADDITIONAL INSURED IN FAVOR OF CITY OF ORMOND BEACH ON ALL POLICIES (EXCEPT WORKERS' COMPENSATION/EL) WHERE AND TO THE EXTENT REQUIRED BY WRITTEN CONTRACT.

CERTIFICATE HOLDER

13077182
CITY OF ORMOND BEACH
PUBLIC WORKS DEPARTMENT
22 S. BEACH STREET
ORMOND BEACH FL 32174

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Joyce A. Shanahan, City Manager

Date: September 21, 2022

Subject: City Manager Status Report, September 2022

Commission Goal: Governance - Other

Introduction

This item provides the City Commission monthly information regarding City activities.

Background

In order to keep the City Commission informed on a variety of issues in a comprehensive and timely manner, staff provides this report regarding the status of citywide activities. The purpose of the report is to highlight general information in the various areas of business such as financial, economic development, capital projects, planning and building activities.

Discussion

Reports

Please see the following reports attached to this memo:

1. Building Permit Activity August 2022
2. Capital Improvements Program (CIP) Status Report August 2022
3. Planning Memorandum September 6, 2022
4. Development Activity Report August 2022
5. Financial Status Report July 2022
6. Economic Development Report August 2022
7. First Step Shelter Monthly Update August 2022

CIP Projects

Facility Hardening

- This is a FEMA Hazard Mitigation Grant. The contractor has completed work on City Hall and has begun work at Fleet and Public Works. This project is replacing windows and doors at these critical buildings making the buildings storm ready.

South Washington Sidewalk Improvements

- The sidewalk improvements are being funded through a Community Development Block Grant (CDBG). A pre-construction meeting was held and a Notice to Proceed was issued.

Fleming Playground

- This project to install new playground equipment at Central Park I on Fleming Avenue is being paid for with CDBG funds. The majority of the playground equipment has been installed. Play surface installation is expected to be installed in the near future.

Water Reclamation Facility Clarifier Improvements

- A preconstruction meeting was conducted for this project on Thursday, September 15. The contractor is finalizing their project schedule and has begun ordering components for installation.

Workshops Held

<u>Date</u>	<u>Topic</u>
January 4, 2022	Shade Meeting - Collective Bargaining Discussion
February 15, 2022	Cassen Park
March 22, 2022	Parks & Recreation Master Plan Update - Final Draft
April 19, 2022	Shade Meeting
May 10, 2022	OB Life - Airport Focus
May 17, 2022	Reclaimed Water
June 7, 2022	Capital Improvements Program and Draft Budget
July 19, 2022	Operating Budget

Recommendation

This report is for informational purposes and acceptance is recommended. Any additional information or clarification will be provided upon request, and staff will plan to proceed as directed.

Attachments:

- 08.31.2022, Building information (PDF)
- CIP Monthly Detail Report (PDF)
- 09.06.22 Planning Memorandum (DOCX)
- 08.29.2022 MDR (PDF)
- July 2022 Financial Status Report (PDF)
- EconDev Monthly Report August2022 (PDF)
- First Step Shelter Monthly Update (PDF)

REVIEWED BY:**APPROVED BY:**

Monthly Building Permit Summary

August 1 to August 31, 2022 versus August 1 to August 31, 2021 and year to date:

Total Building Permits Issued, including	8/1 to 8/31 2022	8/1 to 8/31 2021	FY2021-22 year to date (8/31/22)	FY2020-21 year to date 8/31/21
Business Fire Inspection	3	9	49	67
Business Tax Receipt	13	9	84	100
Clearing, Tree Removal, Vegetation	19	21	222	255
Commercial Alterations	2	1	53	54
Commercial Buildings	0	4	7	13
Commercial Re-roof	1	3	24	38
Demolition	2	3	30	21
Dock	3	1	25	24
Door	18	23	246	284
Electrical (residential & commercial)	18	23	275	258
Fire Protection Systems	3	4	33	43
Garage or Carport	6	4	37	35
Garage sale	14	20	616	615
Gas	11	10	56	72
Generator	7	4	49	62
LDC (Driveways/Fences)	42	35	578	537
Mechanical (residential & commercial)	92	96	930	983
Mobile home set-up	2	3	25	37
Multi-Family Homes	0	0	68	0
Other categories (all other permits not listed)	18	40	258	169
Plumbing (residential & commercial)	12	8	149	114
Residential Remodel/Additions	12	5	112	104
Residential re-roof	111	115	1273	1072
Screen room/hard roof	4	4	24	45
Screen enclosure only	2	6	56	48
Shed	0	2	9	36
Signs	25	9	130	113
Single Family Homes	0	2	68	123
Solar	14	11	128	86
Special Events	6	3	83	43
Swimming pool	8	9	91	99
Utility connection only	3	10	95	76
Windows	45	37	530	476
Total permits	516	534	6,413	6,102
Total Valuation	\$7,956,173	\$10,742,743	\$170,777,834	\$148,829,903
Total fees	\$54,635	\$54,048	\$864,814	\$673,834

CAPITAL IMPROVEMENT STATUS - as of September 1, 2022

Project	Status	Project Manager	Engineer/ Architect	Contractor	CIP Budget	Const Contract \$	Design Start	Bid Award	Const NTP	% Complete
Construction										
CDBG Fleming Playground	Majority of playground equipment is installed, play surface installation has been delayed due to recent rains.	Cara Culliver	In-House	PlayPower LT Farmington, Inc.	\$ 129,803	\$ 128,850		8/17/21	4/27/22	80%
Facility Hardening	City Hall installation is 95% complete, Contractor will be moving to Fleet mid-September.	Cole Buck	DJDesign	Paul Culver Construction	\$ 1,000,000	\$ 999,000		1/4/22	6/8/22	69%
Gazebo Replacement 2 - CP II	Project is complete.	George Lavatelli	In-House	A.G. Pifer Construction Co	\$ 60,000	\$ 59,293		1/4/22	7/1/22	100%
SONC Gym	Project construction is approximately 85% complete, however electrical component shipment is delayed until late September/early October due to supply chain issues.	Cole Buck	Zev Cohen	Saboungi Construction	\$ 1,100,000	\$ 1,079,880		8/4/21	1/3/22	85%
2022 Storm & Sewer Lining	Sewer manholes and stormwater lining is complete. Contractor is working on sewer lining, expected to be complete mid-September.	Alex Schumann	In-House	Ric-Man Construction	\$ 800,000	\$ 754,762		3/22/22	6/13/22	43%
Wilmette Stormwater Pump Station	FPL electric service is being connected and controls are being integrated with the City's SCADA system.	George Lavatelli	McKim/Creed	JD Weber Construction	\$ 550,000	\$ 512,153		2/16/21	11/1/21	98%
Airport Taxiway B Reconstruction, Taxiway D Rehabilitation	New pavement, electrical work and temporary striping on Taxiway B is complete. New pavement for Taxiway D eastern segment to begin September 8.	Steven Lichliter	Hoyle Tanner	Halifax Paving	\$ 2,383,000	\$ 2,230,763		11/16/21	5/23/22	60%
PD Access Control Replacement	Interior card access and cameras are completed. Gates are scheduled to be connected to the new access control system the week of September 12.	George Lavatelli	In-House	Empire Computing	\$ 268,000	\$ 192,451		4/19/22	5/23/22	82%
PD HVAC Upgrades	Pre-construction meeting was held on August 25. Contractor is taking field measurements and preparing shop drawings.	George Lavatelli	In-House	General Mechanical Corporation	\$ 225,000	\$ 598,596		7/19/22		0%
CDBG South Washington Sidewalk Improvements	Pre-construction meeting was held on September 1, and Notice to Proceed issued for September 6.	Cara Culliver	In-House	Sanderdon Concrete Construction	\$ 114,611 *CDBG grant award \$151,165	\$ 117,623		7/19/22	9/6/22	0%
WRF Clarifier Improvements	Bid awarded at the August 16 CC meeting, contracts are being executed & a pre-construction meeting is being scheduled.	Mike Stephenson	Mead Hunt	SGS Contracting Services	\$ 550,000	\$ 546,700		8/16/22		0%

Project	Status	Project Manager	Engineer/ Architect	Contractor	CIP Budget	Const Contract \$	Design Start	Bid Award	Const NTP	% Complete	8.H.b
Bidding											
2022 Roadway Resurfacing	Bids were opened on August 23 and are under review.	Cole Buck	In-House		\$ 750,000						
Downtown: Sidewalk Renovations	Bid award is planned for the October 18 City Commission meeting.	Cara Culliver	In-House		\$ 2,000,000						
Design											
Cassen Park Improvements	Negotiating with the Consultant on the scope and fee.	Alex Schumann									
Doug Thomas Way Extension	Design in process	Alex Schumann	Upham		\$ 90,000		6/21			80%	
Leeway Storage Tank & Pump Station Rehab	Design is complete, bid documents are being prepared.	George Lavatelli	Mead Hunt				3/22			85%	
WM Replacement Ph 4-Mainland	Design is complete, project construction moved to FY 23/24	Cole Buck	Zev Cohen		\$ 250,000		4/21			100%	
WM Replacement Ph 4-Peninsula	Design is complete, project construction moved to FY 23/24	George Lavatelli	McKim/Creed		\$ 250,000		4/21			100%	
WRF Upgrades	Design in process	Mike Stephenson	Mead Hunt		\$ 1,150,000		7/21			84%	
WTP Aeration, Clearwell & Splitter Box	Bid documents complete, permitting in process.	Mike Stephenson	McKim/Creed		\$ 2,220,000		1/21			100%	

**CITY OF ORMOND BEACH
FLORIDA
PLANNING MEMORANDUM**

TO: City Commission
Joyce A. Shanahan, City Manager
Terri Hamsher, Executive Secretary
Randy Hayes, City Attorney
Claire Whitley, Assistant City Manager

Susan Dauderis, City Clerk
Steve Johnson, GIS
Taylor Lochert, City Clerk office
Cassidi Ritz, Paralegal
Cindy Pinizzotto, Senior Paralegal

FROM: Steven Spraker, AICP, Planning Director

DATE: September 06, 2022

SUBJECT: Agendas for Upcoming Meetings

Listed below are the preliminary agenda items for upcoming meetings. This list is to help prepare you in advance to meet advertising, notice and report writing deadlines. Please let me know at your earliest convenience if there are any problems with these items.

MTG. DATE	MTG.	TO LEGAL BY:	ITEM				
9/7	BOAA		Moved to Training Room				
			Item	Letter	To NJ	NJ Ad run	Post
			54 Herringbone Way	8/19	8/15	8/19	8/19
9/7 Date change Wed.	CC	8/10	Discussion item				
			Item	Letter	To NJ	NJ Ad run	Post
			Impact Fee Study Update	NA	NA	NA	NA
9/8	Planning Board		Planning Board				
			Item	Letter	To NJ	NJ Ad run	Post
			Tattersall PRD	8/24	8/22	8/26	8/25
			North Interchange PBD	8/24	8/22	8/26	8/25
			Non-RidgeHaven parcels zoning amendments	8/24	8/22	8/26	NA
			Coastal Element – Comp plan amendment	NA	8/22	8/26	NA
9/12	OMS Design Comm		5:30 pm				
9/13			Ormond Central Neighborhood meeting - 6pm Trails Clubhouse, 201 Main Trail				
9/14			Ormond Beach Holdings LLC Neighborhood meeting, 6pm – OB Library – 30 South Beach Street				
9/19	HLPB		4:00 pm				
9/19	OMS Board		5:30 pm				

8.H.c

MTG. DATE	MTG.	TO LEGAL BY:	ITEM																				
9/21 Date change Wed.	CC	8/24	1st reading																				
			<table><tr><th>Item</th><th>Letter</th><th>To NJ</th><th>NJ Ad run</th><th>Post</th></tr><tr><td>Volusia County Park parcels – land use</td><td>9/6</td><td>9/2</td><td>9/9</td><td>NA</td></tr><tr><td>1405 North US Highway – Annexation</td><td>NA</td><td>9/14</td><td>9/21</td><td>NA</td></tr></table>	Item	Letter	To NJ	NJ Ad run	Post	Volusia County Park parcels – land use	9/6	9/2	9/9	NA	1405 North US Highway – Annexation	NA	9/14	9/21	NA					
			Item	Letter	To NJ	NJ Ad run	Post																
			Volusia County Park parcels – land use	9/6	9/2	9/9	NA																
			1405 North US Highway – Annexation	NA	9/14	9/21	NA																
			Resolution																				
			<table><tr><th>Item</th><th>Letter</th><th>To NJ</th><th>NJ Ad run</th><th>Post</th></tr><tr><td>Riverbend Academy Expansion</td><td>9/6</td><td>9/2</td><td>9/9</td><td>NA</td></tr><tr><td>Purchase of Penland Property</td><td>NA</td><td>NA</td><td>NA</td><td>NA</td></tr></table>	Item	Letter	To NJ	NJ Ad run	Post	Riverbend Academy Expansion	9/6	9/2	9/9	NA	Purchase of Penland Property	NA	NA	NA	NA					
			Item	Letter	To NJ	NJ Ad run	Post																
			Riverbend Academy Expansion	9/6	9/2	9/9	NA																
			Purchase of Penland Property	NA	NA	NA	NA																
10/05	BOAA		Moved to Training Room 6:00 pm																				
10/05 Date change Wed.	CC		Consent agenda																				
			<table><tr><th>Item</th><th>Letter</th><th>To NJ</th><th>NJ Ad run</th><th>Post</th></tr><tr><td>Ormond MainStreet contract</td><td>NA</td><td>NA</td><td>NA</td><td>NA</td></tr><tr><td>364 Nottinghill, partial easement release</td><td>NA</td><td>NA</td><td>NA</td><td>NA</td></tr><tr><td>Police/Fire Impact fee work authorization</td><td>NA</td><td>NA</td><td>NA</td><td>NA</td></tr></table>	Item	Letter	To NJ	NJ Ad run	Post	Ormond MainStreet contract	NA	NA	NA	NA	364 Nottinghill, partial easement release	NA	NA	NA	NA	Police/Fire Impact fee work authorization	NA	NA	NA	NA
			Item	Letter	To NJ	NJ Ad run	Post																
			Ormond MainStreet contract	NA	NA	NA	NA																
			364 Nottinghill, partial easement release	NA	NA	NA	NA																
			Police/Fire Impact fee work authorization	NA	NA	NA	NA																
			2nd reading																				
			<table><tr><th>Item</th><th>Letter</th><th>To NJ</th><th>NJ Ad run</th><th>Post</th></tr><tr><td>Volusia County Park parcels – land use</td><td>9/6</td><td>9/16</td><td>9/23</td><td>NA</td></tr><tr><td>1405 North US Highway – Annexation</td><td>NA</td><td>9/21</td><td>9/28</td><td>NA</td></tr></table>	Item	Letter	To NJ	NJ Ad run	Post	Volusia County Park parcels – land use	9/6	9/16	9/23	NA	1405 North US Highway – Annexation	NA	9/21	9/28	NA					
			Item	Letter	To NJ	NJ Ad run	Post																
			Volusia County Park parcels – land use	9/6	9/16	9/23	NA																
1405 North US Highway – Annexation	NA	9/21	9/28	NA																			
10/11	BFAB		6:00 pm																				
10/13	PB		Planning Board																				
			<table><tr><th>Item</th><th>Letter</th><th>To NJ</th><th>NJ Ad run</th><th>Post</th></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table>	Item	Letter	To NJ	NJ Ad run	Post															
			Item	Letter	To NJ	NJ Ad run	Post																
			[T] Townhouse, LDC Amendment																				
			[T] Pool Screen Enclosure setbacks, LDC Amendment																				
			[T] Certificate of Use – LDC Amendment																				
			[T] Tymber Creek Apartments																				
			[T] 801 N US Hwy 1, Outdoor Activity																				
			[T] LDC Amendments – MSA (BW)																				
[T] Archer’s Mill, Phase 3A Preliminary Plat																							
[T] Ormond Central PBD																							
[T] Ormond Holdings LLC (land use, zoning, preliminary plat)																							
[T] Ridgehaven																							
10/17	HLPB		4:00 pm																				

MTG. DATE	MTG.	TO LEGAL BY:	ITEM				
10/18	CC		1st reading				
			Item	Letter	To NJ	NJ Ad run	Post
			Volusia County Park parcels – zoning	10/4	9/30	10/7	NA
			Tattersall PRD	10/1	9/30	10/7	NA
			North Interchange PBD	10/1	9/30	10/7	NA
			Non-RidgeHaven parcels zoning amendments	9/18	9/30	10/7	NA
			Coastal Element – Comp plan amendment	NA	9/30	10/7	NA
11/01	CC		2nd reading				
			Item	Letter	To NJ	NJ Ad run	Post
			Volusia County Park parcels – zoning	10/4	10/14	10/21	NA
			Tattersall PRD	10/1	10/14	10/21	NA
			North Interchange PBD	10/1	10/14	10/21	NA
			Non-RidgeHaven parcels zoning amendments	9/18	10/14	10/21	NA
11/02	BOAA		6:00 pm				
11/10	PB		Planning Board				
			Item	Letter	To NJ	NJ Ad run	Post
11/15	CC		NO AGENDA ITEMS				
11/21	HLPB		4:00 pm				
12/07	BOAA		6:00 pm				
12/08	PB		Planning Board				
			Item	Letter	To NJ	NJ Ad run	Post
12/19	HLPB		4:00 pm				

September 7, 2022

#	Item	Ad to be sent	Type	Run Date
1.	No Planning items that require advertisement	None	None	None

September 21, 2022

#	Item	Ad to be sent	Type	Run Date
1.	Volusia County Park parcels – land use	9/2	Display Ad	9/9
2.	Riverbend Academy Expansion	9/2	Legal Ad	9/9
3.	1405 North US Highway – Annexation	9/14	Display Ad	9/21
3.	1405 North US Highway – Annexation	8/31	Volusia County notification letter	

October 5, 2022

#	Item	Ad to be sent	Type	Run Date
1.	Volusia County Park parcels – land use (2 nd reading)	9/16	Display Ad	9/23
2.	1405 North US Highway – Annexation (2 nd reading)	9/21	Display Ad	9/28

October 18, 2022

#	Item	Ad to be sent	Type	Run Date
1.	Volusia County Park parcels – Zoning (1st reading)	9/30	Display Ad	10/7
2.	Tattersall PRD (1st reading)	9/30	Display Ad	10/7
3.	North Interchange PBD (1st reading)	9/30	Display Ad	10/7
4.	Non-RidgeHaven parcels zoning amendments (1st reading)	9/30	Display Ad	10/7
5.	Coastal Element – Comp plan amendment (1st reading)	9/30	Display Ad	10/7

November 1, 2022

#	Item	Ad to be sent	Type	Run Date
1.	Volusia County Park parcels – Zoning (2 nd reading)	10/14	Display Ad	10/21
2.	Tattersall PRD (2 nd reading)	10/14	Display Ad	10/21
3.	North Interchange PBD (2 nd reading)	10/14	Display Ad	10/21
4.	Non-RidgeHaven parcels zoning amendments (2 nd reading)	10/14	Display Ad	10/21

November 15, 2022

#	Item	Ad to be sent	Type	Run Date
1.	NO AGENDA ITEMS	None	None	None

Planning projects

		Activity in last 14 days		Item completed
#	Project	Status		Staff Contact
Studies				
1.	FDEP Resiliency Grant	Grant awarded. Present to CC for acceptance. Date undetermined.		BW
2.	Impact Fee Update	Met with impact fee consultants. Working toward a date for meeting with building community and City Commission workshop. Draft report under staff review. Discussion item on 9/7/22.		SSS/BW
3.	Stormwater (Engineering lead)	Draft under review.		DEA/BW
4.	Former Riverbend Golf Course (Economic Development lead)	Provided comments on scope of services to Economic Development Director. Approved on 10/5/21 City Commission agenda.		ED/SSS
5.	Water Supply Work Program	Required by the state. Due August 2023.		Utilities/SSS
Downtown				
6.	Sidewalk banding	Bids received and under review.		Engineering
7.	Cabinet Wraps	Awaiting on artist agreements.		BW
8.	Cassen Park (Engineering lead - design)	Working on site redesign. City Commission workshop conducted on 2/15/22. RFP for design consultant issued. Bids received and under review.		Engineering
Development projects				
9.	Former Tomoka Golf course	Awaiting SPRC resubmittal. https://www.ormondbeach.org/1013/Tomoka-Reserve		SSS/SPRC
10.	Courtyards at Ormond Beach	1 st SPRC review completed. Neighborhood meeting occurred on August 25, 2021. Awaiting a resubmittal.		SSS/SPRC
11.	251 South Atlantic Avenue, vacant lot	Pre-application meeting with the SPRC for a transient lodging. Concept plan showed single-family residential on west side of SR A1A where former hospital existed. SPRC submittal under review. Neighborhood meeting on 9/14/22. https://www.ormondbeach.org/1018/Ormond-Beach-Holdings-LLC		SSS/SPRC
12.	Tymber Creek Apartments	300 Apartment units. Neighborhood meeting occurred. Awaiting SPRC resubmittal. https://www.ormondbeach.org/1015/Tymber-Creek-Apartments		SSS/SPRC
13.	North Interchange storage/warehouse	Application submitted for a 4-story indoor self-storage and industrial warehouse. Scheduled for Planning Board 9/8/2022. https://www.ormondbeach.org/1021/North-Interchange		SSS/SPRC

#	Project	Status	Staff Contact
14.	RidgeHaven	ISBA – complete Annexation – completed 3/1/22 & 3/22/22 – CC Land Use – completed PRD – submitted. Awaiting SPRC submittal. https://www.ormondbeach.org/1019/RidgeHaven Site plan reviewed and comments issued. Neighborhood meeting completed on 7/26/22.	SSS/SPRC
15.	Riverbend school expansion	2 nd SPRC submittal under review. Neighborhood meeting completed on 7/25/22. Approved at PB (08/11/22). On CC for 9/21/22. https://www.ormondbeach.org/1022/Riverbend-School-Expansion	SSS/SPRC
16.	Tattersall at Tymber Creek	129-unit subdivision and associated site improvements. Neighborhood meeting on 8/23/2022. Scheduled for Planning Board 9/8/22. https://www.ormondbeach.org/1024/Tattersall-at-Tymber-Creek	SSS/SPRC
17.	801 North U.S. Highway 1	1 st SPRC review. Special Exception to allow canoe and Kayak rentals. https://www.ormondbeach.org/1023/801-North-US-Highway-1-Special-Exception	RG/SPRC
18.	Ormond Central Self-Storage	Three story climate controlled self-storage facility that is a total of 106,140 square feet. Under SPRC review. Neighborhood meeting on 9/13/22. https://www.ormondbeach.org/1025/Ormond-Central-Self-Storage	SSS/SPRC
Permitting software			
19.	Tyler/Energov Upgrade	Go live 10/1/2023 (tentatively). Creation of processes. Conversion of existing permitting software. Training 8/22-8/25 completed.	CB/LM/RG/SSS
Land Development Code/Zoning amendments			
20.	Non-RidgeHaven parcels	Zoning amendments for properties in 2 nd ISBA amendment not owned by Ridgehaven. Scheduled for Planning Board 9/8/22.	BW
21.	Volusia County parkland	Amend land use and zoning to Special Environmental. On PB agenda for 8/11/22. Land use scheduled for 9/21/22 City Commission meeting.	SSS
22.	Business Tax Receipt process	Amend BTR process, create certificate of use.	RG
23.	Expiration of variance	Allow 1-year extension.	SSS
24.	Creation of I-2 zoning district	Would apply to existing Volusia County land area north of Hull Road.	SSS
25.	Townhomes	Review existing standards, consider B-7 and B-8 zoning districts.	SSS
26.	Pool screen enclosure setback	Review pool screen enclosure setbacks.	SC/SSS
Other jurisdictions			
27.	Daytona Beach western development	1. Avalon Park preliminary plat approved. 2. No submittal for Avalon Park final plat. 3. Meetings occurring between Avalon Park, Daytona Beach and Ormond Beach. All traffic study comments were provided to Lassiter Transportation Group. 4. OB Life participation.	SSS

#	Project	Status	Staff Contact
Miscellaneous			
28.	CRS 5-year Cycle Visit August 4, 2022 (Date changed)	Floodplain requirement/audit to remain in CRS program. Met with CRS representatives. In 30 day review.	BW
29.	State law changes	Implement changes based upon recent legislation. Include HB1059 and condo maintenance for multi-story buildings.	SSS/TG
30.	MacDonald House renaming recommendation of HLPB	Discussion item prepared. No City Commission date determined.	BW
31.	Easements, Flagler County	Celadine and Iris	SSS
32.	Joint purchase of the Penland property – Volusia Forever	Joint purchase of a 19-acre parcel with St. Johns River Water Management District and Volusia County. Property would be under a conservation easement and would allow passive recreation for bike and walking trails. Discussion item occurred August 16, 2022. Joint Participation Agreement scheduled for 9/21/22 City Commission meeting.	SSS/BW
Plats			
33.	Ormond Gateway	Plat approved. No additional action to date.	SSS
34.	Plantation Oaks, Unit 1A (Tiger Oaks)	Preliminary plat approved. Project under construction. Final plat comments provided. Approved on 06/07/22 & 7/19/22 City Commission meetings.	SSS
35.	Cupola Preliminary Plat	City Commission review of Preliminary Plat on 1/18/2022. Project under construction.	SSS/SPRC
Annexation			
36.	1405 North US Highway 1	5.26 parcel annexation, Scheduled for 9/21/22 City Commission meeting.	SSS

Completed			
	Tattersall at Tymber Creek (former Marshside)	Denied (5-1) by Planning Board. Denied by City Commission.	SSS/SPRC
	Redistricting	Workshop held. Resolution of Intent approved 01/04/2022. Ordinance scheduled for 2/15 and 3/1 CC.	GIS/SSS
	295 Interchange Depot PBD zoning map amendment	Approved, SPRC development order issued. Under construction.	SSS
	48 West Granada Boulevard, Outdoor Activity	Special Exception approved.	SSS
	215 Williamson Boulevard, Regal Center PBD	Zoning Map Amendment approved. Project seeking an amendment to allow multi-family (310 units).	SSS
	722 South Atlantic Avenue and Benjamin Drive Land Use and Zoning corrections	Land use and zoning amendments approved.	BW
	100 & 124 West Granada Boulevard Special Exception	Signage Special Exceptions approved.	BW
	Ridgehaven Small Scale Land Use amendments	Issue with adoption of 89.99 acres prior to the text amendments per DEO.	BW
	Avalon Park Traffic Study review	HDR completed traffic study review for the Avalon Park (Minto property) development. Awaiting responses.	Multiple

	Park and Rec Master Plan	To be presented for adoption ay 6/7/22 CC meeting.	CC/BW/SSS/LS
	Plantation Oaks, major amendment	Neighborhood held on 12/6/2021. Reviewed at 04/14/2022 Planning Board meeting. Scheduled for 05/17/22 and 06/07/22 City Commission meetings.	SSS/SPRC
	Waterfront setbacks	Exploring amendment to utilize viewing angles in addition to calculated average setback. Presented discussion item to the Planning Board. Approved at 4/14/22 Planning Board. Scheduled for 05/17/22 and 06/07/22 City Commission meetings.	RG
	55 North Nova Road	Splash Car Wash. Two pre-application meetings held. Planning Board recommended approval 5-2. 7/19 & 8/3 CC dates. https://www.ormondbeach.org/1017/Splash-Car-Wash	RG/SSS/SPRC
	Regal Multi-family	1 st SPRC submittal under review. Planning Board recommended approval 7-0. 7/19 & 8/3 CC dates. https://www.ormondbeach.org/1016/Regal-Multi-Family	SSS/SPRC
	Warehouse, Indoor mini-rental	Allowance of indoor mini-rental warehouses in the I-1 zoning district. Planning Board recommended approval 7-0. 7/19 & 8/3 CC dates.	SSS
	ISBA (2 nd amendment) MSA	Amend LDC to include 2nd ISBA amendment.	BW
	Volusia County park (3239-03-17-0130) Annexation	0.21 parcel to be incorporated into a park at Plantation Oaks Boulevard and Old Dixie Highway. Approved on CC agenda -8/3 & 8/16.	SSS



CITY OF ORMOND BEACH COMMERCIAL AND RESIDENTIAL DEVELOPMENT REPORT

Legend

- Residential Sites
- Commercial Sites
- ▲ Utility Provider Only

RESIDENTIAL PROJECTS

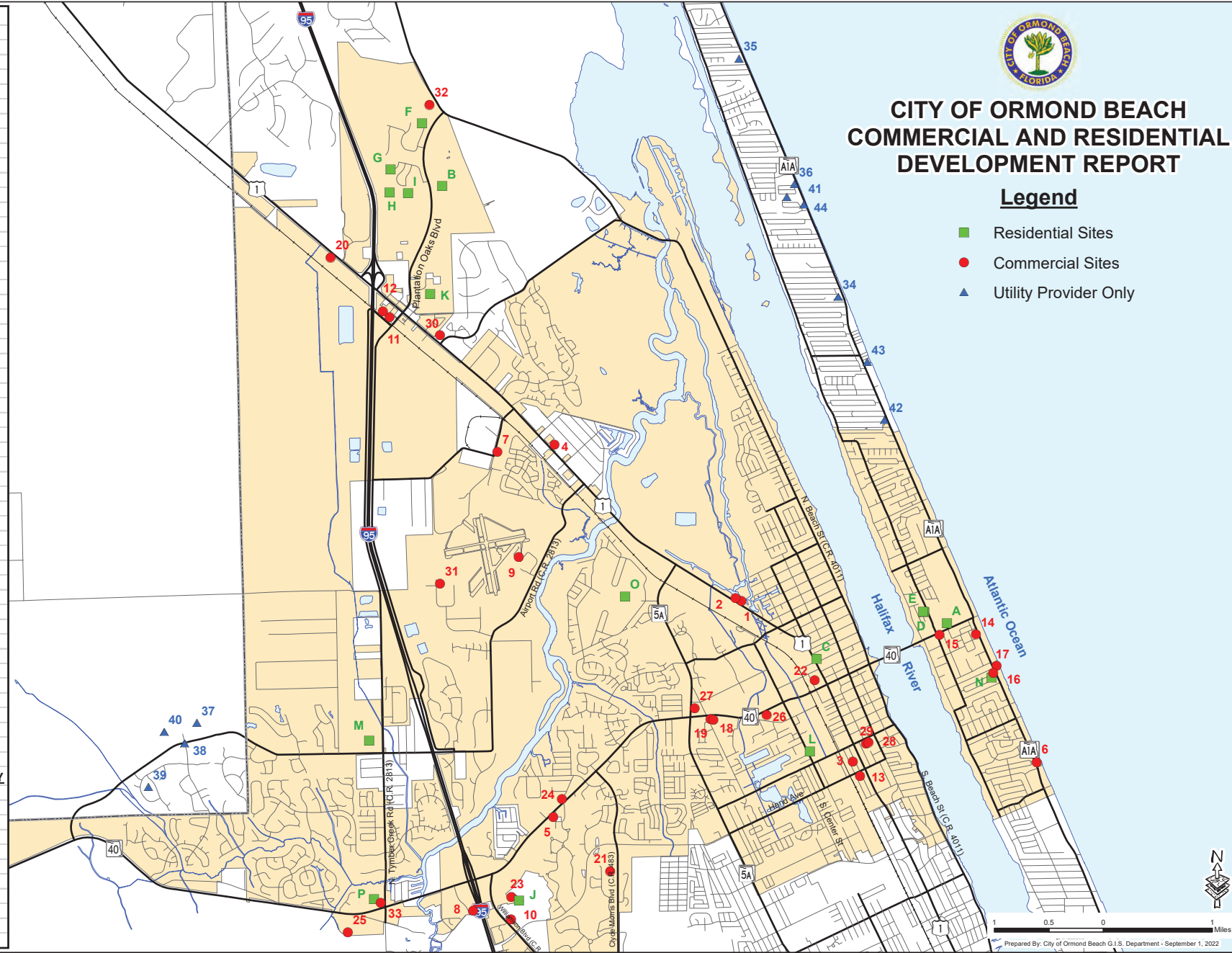
- A 121 East
- B Archers Mill - Phase 3A
- C Courtyards at Ormond
- D Cupola at Oceanside
- E Cupola at Oceanside - Final Plat
- F Plantation Oaks - 1A
- G Plantation Oaks - 2B
- H Plantation Oaks - 2C
- I Plantation Oaks - 2D
- J Regal Multifamily
- K Ridgehaven
- L Stanton Grove
- M Tattersall at Tymber Creek
- N Tides Edge
- O Tomoka Reserve
- P Tymber Creek Apartments

COMMERCIAL PROJECTS

- 1 783 North US Hwy 1 - Campana
- 2 801 North US Hwy 1
- 3 Air One
- 4 Caldera Spas
- 5 Complete Cardiology Expansion
- 6 Georgian Inn Recreation
- 7 Hull Road RV and Boat Storage
- 8 Interchange Depot
- 9 KOMN Condominium Association INC
- 10 Love Whole Food Expansion
- 11 North Interchange Industrial Flex Space
- 12 North Interchange Self Storage
- 13 McNamara Warehouse
- 14 Ocean Club Ormond Beach
- 15 Ormond Art Museum & Gardens
- 16 Ormond Beach Holdings LLC
- 17 Ormond Beach Holdings LLC
- 18 Ormond Central
- 19 Ormond Central Self Storage
- 20 Ormond Gateway
- 21 Paradise Point ALF
- 22 Perrott Depot
- 23 Regal Center
- 24 Revella at Ormond Beach ALF
- 25 Riverbend Church School Expansion
- 26 Shoppes at Granada Pointe
- 27 Splash Car Wash
- 28 SONC Outdoor Basketball Court
- 29 SONC Gymnasium
- 30 Stor - It
- 31 Valiant Diners Expansion - Phase 3
- 32 Volusia County Park Parcels
- 33 Walgreens/Commercial Area Improvements

ORMOND BEACH - UTILITY PROVIDER ONLY

- 34 101 Town and Country Lane
- 35 Beachview Cove
- 36 2284 Ocean Shore Boulevard
- 37 Celedine Subdivision (Flagler)
- 38 Force Main Extension (Flagler)
- 39 Huntington Forcemain Extension (Flagler)
- 40 Iris Subdivision (Flagler)
- 41 Ocean Village Townhomes
- 42 Surf Style
- 43 Traders Inn Beach Club
- 44 Verona Oceanside



City of Ormond Beach Commercial Development Report, as of August 29, 2022

Applications, site plans, and public hearing documents may be viewed at the Planning Department website: <http://fl-ormondbeach.civicplus.com/index.aspx?NID=247>

		Change in project status								Project nearing completion								Projects reviewed this month				
#	Project	Description	Application Date	1st Review	2nd Review	3rd Review	4th Review	Neighborhood meeting	Advisory Board	City Commission	Final Approval	DO Expiration	LDC Extension Expiration	Building Permit Info	Building Permit Value	Eng. Permit	Eng. Permit Constr. Value	Under Construction	CO Issued	E or Arc = Project Engineer or Architect O = Owner A = Applicant		
1	783 N US HWY 1, CAMPANA 783 N US HWY 1 PZ# 2016-010	Construction of a 1,216 SF building for kayak rental & repair and associated site improvements on a 1.03 acre site.	11.06.15	11.20.15	02.03.16	03.11.16	05.20.16	Not applicable	Not applicable	Not applicable	05.24.16	Under Constr.		Issued 09.25.17	\$80,000	Issued 05.27.16	\$35,000	55%		E = Alann Engineering Group ARC/E: W.A. Cross O = Steven Campana		
2	801 N US HWY 1 801 N US HWY 1 PZ# 2022-072	Special Exception application to allow outdoor activities that include canoe and kayak rentals	06.29.22	07.13.22	Resubmittal due by 10.13.22			Not applicable	Required	Required										O = Tidewater Real Estate Holdings, LLC		
3	AIR ONE 390 Andalusia Avenue PZ# 2021-048	Construction of a 2,500 square foot storage/warehouse building on a 1.1 acre property.	04.07.21	04.28.21	06.15.21	07.07.21	08.19.21	Not applicable	Not applicable	Not applicable	09.15.21	09.15.23		Not applied	Not applied	Not applied				E = Newkirk Engineering, Inc. O = Francis Family LLC		
4	CALDERA SPAS 1141 North U.S. Highway 1 PZ# 2022-007	Renovate existing building for new business and associated site improvements. No new building square footage.	11.16.21	11.30.21				Not applicable	Not applicable	Not applicable	01.25.22	Under Constr.		Issued 02.23.22	\$23,000	Issued 02.22.22	\$38,000	50%		E = Newkirk Engineering, Inc. O = CMD Realty, LLC		
5	COMPLETE CARDIOLOGY EXPANSION 1240 West Granada Boulevard PZ#2022-090	Enclosing of the former bank drive through with new building square footage totaling 4,326 square feet and associated site improvements.	07.29.22	08.14.22	Resubmittal due by 11.14.22			Not applicable	Not applicable	Not applicable										E = Zev Cohen & Associates, Inc. O = Complete Cardiology, LLC ARC = BFP Design Inc		
6	GEORGIAN INN RECREATION 749 South Atlantic Avenue PZ#2022-067	Construction of a 1,212 square foot recreation building and amenities for the Georgian Inn on a 0.72 acre parcel.	06.14.22	06.26.22	Resubmittal due by 09.26.22			Not applicable	Not applicable	Not applicable										E = Parker Mynchenberg & Associates, Inc. O = Georgian Inn Beach Club Association, Inc.		
7	HULL ROAD RV & BOAT STORAGE 835 Hull Road PZ# 2021-006	Proposed RV & Boat storage of 20 spaces and associated site improvements on a 0.78 acre parcel.	11.18.20	12.01.20				Not applicable	Not applicable	Not applicable	04.16.21	04.16.23		Not applicable	Not applicable	Not applied	Not applied			E = Newkirk Engineering, Inc. O = BMill Inc.		
8	INTERCHANGE DEPOT 295 Interchange Boulevard PZ# 2021-072	Three storage facility of 111,825 square feet on a 2.94 acre parcel and associated site improvements	06.11.21	06.25.21	09.16.21			08.05.21	10.14.21 (Approved 7-0)	11.16.21 (Approved 5-0) & 12.07.21 (Approved 5-0)	12.08.21	Under Constr.		Issued 05.10.22	\$12,619,451	Issued 03.02.22	\$711,015	35%		E = Newkirk Engineering, Inc. O = Southwest I-95, LLC APP = 295 Interchange LLC		
9	KOMN CONDOMINIUM ASSOCIATION INC 85 Hangar Way PZ# 2021-014	Construction of two hangers. Lots 1 & 2 are 1.63 acres and a building of 15,720 SF. Lot 3 is 2.24 acres and a building of 23,520.	11.25.20	12.15.20				Not applicable	Not applicable	Not applicable	12.23.20	Under Constr.		Issued 09.01.21	\$983,443 & \$1,471,411	Issued 04.01.21	\$217,441.65	85%		E = Newkirk Engineering, Inc. APP = KOMN Condominium Association, Inc. O = City of Ormond Beach		
10	LOVE WHOLE FOOD EXPANSION 275 Williamson Boulevard PZ# 2021-096	Addition of a 4,765 square foot building at the existing Love Whole property and associated site improvements.	10.06.21	10.24.21	04.19.22	04.26.22		Not applicable	Not applicable	Not applicable	06.10.22	Under Constr.		In Review	\$985,000	Issued	\$151,149	0%		E = Zev Cohen & Associates, Inc. O = Love Whole Foods		
11	NORTH INTERCHANGE INDUSTRIAL FLEX SPACE Flagler Road (3136-01-69-0020) PZ# 2022-076	Proposed two 11,999 square foot industrial flex space buildings on 2.34 acres and associated site improvements.	06.29.22	07.18.22	08.16.22	Due 09.09.22		Not applicable	09.08.22	Tentatively 10.18.22 & 11.01.22										E = Newkirk Engineering, Inc. O = BHT Holdings, LLC		
12	NORTH INTERCHANGE SELF STORAGE Flagler Road (3136-01-68-0020) PZ# 2022-075	Proposed 4-story self storage facility (110,900 square feet) with 28 RV and boat parking spaces on 3.40 acres and associated site improvements.	06.30.22	07.18.22	08.16.22	Due 09.09.22		Not applicable	09.08.22	Tentatively 10.18.22 & 11.01.22										E = Newkirk Engineering, Inc. O = BHT Holdings, LLC		
13	McNAMARA WAREHOUSE 460 Andalusia Avenue PZ# 2021-030	Construction of an 840 square foot warehouse and associated site improvements on a 0.10 acre property.	01.12.21	01.28.21	03.16.21			Not applicable	Not applicable	Not applicable	04.27.21	Under Constr.		Issued 09.01.21	\$66,177	Issued	\$2,000	65%		E = Parker Mynchenberg & Associates, Inc. O =McNamara Construction		
14	OCEAN CLUB ORMOND BEACH 88 South Atlantic Avenue PZ# 2019-026	Demolition of existing building (10,866 SF) and construction of a new retail shop (8,596 SF) and related site improvements.	01.15.19	01.31.19	06.06.19	06.03.21		06.19.19	07.11.19	08.20.19 & 11.05.19 - Approved	08.08.21	08.08.23		In Review	\$1,800,000	Not applied	Not applied			E = The Performance Group O = 88 South Atlantic, LLC		

* Highlighted projects indicate change in status (such as SPRC approval, CC approval, building permits issued, or CO issued).

Applications, site plans, and public hearing documents may be viewed at the Planning Department website: <http://fl-ormondbeach.civicplus.com/index.aspx?NID=247>

		Change in project status								Project nearing completion								Projects reviewed this month				
#	Project	Description	Application Date	1st Review	2nd Review	3rd Review	4th Review	Neighborhood meeting	Advisory Board	City Commission	Final Approval	DO Expiration	LDC Extension Expiration	Building Permit Info	Building Permit Value	Eng. Permit	Eng. Permit Constr. Value	Under Construction	CO Issued	E or Arc = Project Engineer or Architect O = Owner A = Applicant		
15	ORMOND ART MUSEUM & GARDENS 78 East Granada Boulevard PZ#2022-051	Request for one additional wall sign of 24 square feet and outdoor music under certain conditions.	05.02.22	NA				05.19.22	06.09.22 Approved	07.19.22 Approved	07.19.22			Not applicable	Not applicable	Not applied	Not applied			APP = Ormond Art Museum & Gardens, Inc.		
16	ORMOND BEACH HOLDINGS LLC 251 South Atlantic Avenue PZ #22-018(b)	Proposed five story, 95,700 square foot hotel with 137 rooms, associated driveways, parking (108 spaces east of SRA1A and 62 spaces west of SRA1A) stormwater, utilities, signage, lighting, landscaping, public sidewalk and ADA beach access, and hotel related beach access.	03.09.22	04.04.22	Due 09.06.22			Required	Required	Required				Not applied	Not applied	Not applied	Not applied			E = Parker Mynchenberg & Associates, Inc. O = Memorial Health Systems, Inc. APP/O = Ormond Beach Holdings, LLC		
17	ORMOND BEACH HOLDINGS LLC 264 South Atlantic Avenue PZ #22-018(a)	Land use application from "Public Institutional" to "Low Intensity Commercial" and "Low Density Residential"	05.06.22	05.18.22	06.14.22	Resubmittal due by 12.14.22		Required	Required	Required				Not applied	Not applied	Not applied	Not applied			E = Parker Mynchenberg & Associates, Inc. O = Memorial Health Systems, Inc. APP = Ormond Beach Holdings, LLC		
18	ORMOND CENTRAL 1 South Old Kings Road PZ# 2015-072	Proposed 4 unit, 8.72 acre commercial development. Project proposes site improvements to develop 4 pad ready sites.	04.09.16	04.26.16	11.16.16	02.01.17	08.02.17	08.30.17	10.12.17 Recommended Approval	11.21.17 & 12.05.17 Approved	12.08.17	Vested with demolition		Not applied	Not applied	Not applied	Not applied			O = Ormond Central Investors, LLC E = Newkirk Engineering, Inc.		
19	ORMOND CENTRAL SELF STORAGE 1 South Old Kings Road PZ# 2022-092	Proposed three story building for a 106,140 square foot climate controlled self-storage facility.	08.07.22	08.25.22				09.13.22	Required	Required										E = Newkirk Engineering, Inc. APP = Ormond Beach Dunamis Storage, LLC O = Ormond Central Investors, LLC		
20	ORMOND GATEWAY 1670 North U.S. Highway 1 PZ# 2020-091	Development of a three lot commercial subdivision and associated site improvements.	09.11.20	10.06.20	12.16.20	02.01.20		Not applicable	01.14.21 Approved	2.16.21 Approved	03.01.21	03.01.23		Not applied	Not applied	Not applied	Not applied			E = Zev Cohen & Associates, Inc. O = Destination Interchange, LLC		
21	PARADISE POINT ALF 350 Clyde Morris Boulevard PZ# 2021-015	87 unit Assisted Living Facility (ALF) for 100 residents. Total SF of 73,952 on a 12.05 acre parcel.	11.20.20	12.15.20	04.27.21			02.11.21	Not applicable	Not applicable	05.24.21	Under Constr.		Issued 10.05.21	\$12,463,061	Issued 06.10.21	\$1,313,449	75%		E = Mark Dowst & Associates, Inc. APP = Paradise Pointe of Ormond Beach, LLC ARC = BPF Design, Inc.		
22	PERROTT DEPOT 29 North Perrott Drive PZ #2021-029	Redevelopment of 1.86-acre site that has an existing 4,834 distribution/warehouse use to include 12,540 square feet of self-storage buildings.	01.12.21	02.02.21	03.19.21	05.24.21		02.17.21	Not applicable	Not applicable	06.08.21 Revision 11.09.21	Under Constr.		Issued 02.17.22	\$410,000	Issued 12.03.21	\$250,000	60%		E = Newkirk Engineering, Inc. O = Hand & Yonge, LLC ARC = BPF Design, Inc.		
23	REGAL CENTER 215 Williamson Boulevard PZ #2022-002	Modifications to an existing 12 acre parcel to relocate a wet detention pond to rear of site for a proposed 1.31 acre outparcel fronting Williamson Boulevard.	10.24.21	11.08.21	12.27.21			Not applicable	12.09.21 (Approved 6-0)	01.18.22 (Approved) & 02.01.22				Not applied	Not applied	Not applied	Not applied			E = Newkirk Engineering, Inc. O = Regal Cinemas APP = 215 Williamson Investors, LLC		
24	REVELLA AT ORMOND BEACH ALF 1211 West Granada Boulevard PZ# 2021-073	150 resident Assisted Living Facility, 120,501 SF on 5.54 acres and associated site improvements	05.29.21	06.27.21	08.31.21			06.28.21	Not applicable	Not applicable	09.28.21	09.28.23		In review	\$29,723,266	Issued 04.26.22	\$2,184,284	10%		E = Mark Dowst & Associates, Inc. O = 1245 Blvd. Investors, LLC APP = Ormond Beach Investments, LLC		
25	RIVERBEND CHURCH SCHOOL EXPANSION 2080 West Granada Boulevard PZ# 2022-036	Special Exception amendment to increase number of allowed students from 200 to 600, including the construction of new classrooms totaling 13,327 square feet.	03.11.22	03.27.22	07.20.22	Resubmittal due by 01.20.23		07.25.22	08.11.22 Approved	09.21.22				Not applied	Not applied	Not applied	Not applied			E = Mark Dowst & Associates, Inc. O = Riverbend Community Church, Inc.		
26	SHOPPES AT GRANADA POINTE 550 West Granada Boulevard PZ# 2019-120	Construction of a 21,114 square foot building on 2.52 acres within the Granada Pointe development and associated site work.	10.17.19	11.04.19	12.02.19			Not applicable	Not applicable	Not applicable	12.14.19	12.14.21	12.14.22	Not applied	Not applied	Issued 03.11.22	\$486,082	0%		E = Newkirk Engineering, Inc. O = Granada Pointe Investors, LLC ARC = BPF Design, Inc.		
27	SPLASH CAR WASH 55 North Nova Road PZ# 2022-041	Redevelopment of a 2.53 acre parcel of a vacant church for a full service car wash with a 9,956 square foot building.	04.27.22	05.11.22	06.06.22	07.29.22	08.10.22	Not applicable	06.09.22 Approved	07.19.22 & 08.03.22 Approved				Not applied	Not applied	Not applied	Not applied			E = Upham Engineering O = Port Orange Investors, LLC APP = Ormond Car Wash Investments, LLC		
28	SONC OUTDOOR BASKETBALL COURT 176 Division Avenue PZ# 2022-036	Construction of a gymnasium of 7,429 SF over existing outdoor basketball court.	3.24.22	04.05.22				Not applicable	Not applicable	Not applicable	04.29.22	Under Constr.		NA	NA	Issued 05.17.22	NA	65%		E = Newkirk Engineering, Inc. O = City of Ormond Beach		

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Change in project status		Project nearing completion								Projects reviewed this month										
#	Project	Description	Application Date	1st Review	2nd Review	3rd Review	4th Review	Neighborhood meeting	Advisory Board	City Commission	Final Approval	DO Expiration	LDC Extension Expiration	Building Permit Info	Building Permit Value	Eng. Permit	Eng. Permit Constr. Value	Under Construction	CO Issued	E or Arc = Project Engineer or Architect O = Owner A = Applicant
29	SONC GYMNASIUM 176 Division Avenue PZ# 2021-035	Construction of an outdoor basketball court.	11.11.20	11.24.20	01.26.21			Not applicable	Not applicable	Not applicable	02.21.21	Under Constr.		Issued 01.03.22	\$1,738,905	Issued 01.03.22	\$142,110	90%		E = Zev Cohen & Associates O = City of Ormond Beach ARC = DJ Design, Inc.
30	STOR-IT 1405 North US Highway 1 PZ# 2022-096	Proposed indoor self-storage facility of 128,214 square feet (three stories) on 5.26 acres and associated site improvements.	08.11.22	Due				Required	Required	Required										E = Parker Mynchenberg & Associates, Inc. O = Vanacore Commercial Property, Inc.
31	VALIANT DINERS EXPASNION, PHASE 3 15 West Tower Circle PZ# 2022-027	Expansion of existing facility with a 11,250 square foot building and associated site improvements	02.21.22	03.09.22	08.09.22			Not applicable	Not applicable	Not applicable				Not applied	Not applied	Not applied				E = Zev Cohen & Associates O = Padwell Holdings, LLC
32	VOLUSIA COUNTY PARK PARCELS Plantation Oaks Blvd & Old Dixie Highway PZ# 2022-057 & 058	Land use and zoning amendments for parcels 3124-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100 to go to "Recreation/Open Space" land use and Special Environmental zoning.	03.30.22	NA				Not applicable	08.11.22	Required										O = County of Volusia
33	WALGREENS/COMMERCIAL AREA IMPROVEMENTS 2001 West Granada Boulevard PZ# 2022-038	Modifications to the access to West Granada Boulevard and stormwater improvements to Walgreens site	03.21.22	04.05.22	04.22.22	06.03.22	06.28.22	Not applicable	Not applicable	Not applicable	07.14.22	07.14.24		Not applied	Not applied	Not applied				E = Newkirk Engineering, Inc.
Ormond Beach is Utility Provider Only																				
34	101 TOWN & COUNTRY LANE 101 Town & Country Lane PZ #2019-078	Utility connection for existing multi-family development.	05.07.19	06.10.19	07.07.19			Outside City	Outside City	Outside City	07.18.19	Under constr.	NA	Not applicable	Not applicable	Utilities only Issued 09.11.2019	\$126,650	40%		E = Ultra Design Consultant, Inc.
35	BEACHVIEW COVE 2960 Oceanshore Boulevard PZ#21-045	28 lot subdivision in Volusia County. Utility connection only	08.24.21	09.06.21	10.01.21	10.29.21		Outside City	Outside City	Outside City	11.11.21	06.15.23		Not applicable	Not applicable	Not applied	Not applied			E = Alliant O = Lake Pointe Villas LLC
36	2284 OCEAN SHORE BOULEVARD 2284 Ocean Shore Boulevard PZ-2021-045	Septic to sewer connection	03.21.21	04.05.21	05.25.21			Outside City	Outside City	Outside City	06.15.21	06.15.21		Not applicable	Not applicable	Not applied	Not applied			E = Alann Engineering Group O = Steven Sahai
37	CELEDINE SUBDIVISION (FLAGLER) PZ# 2021-069 Flagler County	Utility connection for 99 single-family homes. Flagler County (Hunter's Ridge).	05.12.21	06.07.21	08.30.21	10.19.21		Outside City	Outside City	Outside City	11.22.21	Under Constr.		Not applicable	Not applicable	Issued 06.24.22	\$1,073,894 utilities only	10%		E = Alann Engineering Group O = U.S. Capital Alliance, LLC
38	FORCE MAIN EXTENSION (FLAGLER) PZ# 2021-070 Airport Road right-of-way	Force main extension in Flagler County (Hunter's Ridge DRI) along Airport Road	05.12.21	06.07.21	08.30.21			Outside City	Outside City	Outside City	08.31.21	Under Constr.		Not applicable	Not applicable	Issued 06.20.22	\$834,160 utilities only	95%		E = Alann Engineering Group O = U.S. Capital Alliance, LLC

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		Change in project status								Project nearing completion								Projects reviewed this month				
#	Project	Description	Application Date	1st Review	2nd Review	3rd Review	4th Review	Neighborhood meeting	Advisory Board	City Commission	Final Approval	DO Expiration	LDC Extension Expiration	Building Permit Info	Building Permit Value	Eng. Permit	Eng. Permit Constr. Value	Under Construction	CO Issued	E or Arc = Project Engineer or Architect O = Owner A = Applicant		
39	HUNTINGTON FORCE MAIN EXTENSION Huntington subdivision PZ #-19-024(A)	Force main extension within the Huntington subdivision	08.19.19	09.10.19				Outside City	Outside City	Outside City	04.29.20	Under Constr.		Not applicable	Not applicable	Approved (21-7125) 09.27.21	\$117,025	95%		E = Zev Cohen and Associates, Inc.		
40	IRIS SUBDIVISION (FLAGLER) PZ# 2021-071 Flagler County	Utility connection for 76 single-family homes. Flagler County (Hunter's Ridge)	05.12.21	06.07.21	10.29.21			Outside City	Outside City	Outside City	01.10.22	01.10.24		Not applicable	Not applicable	Not applied	Not applied			E = Alann Engineering Group O = U.S. Capital Alliance, LLC		
41	OCEAN VILLAGE TOWNHOMES 90 Verona Vista Ct. PZ# 2020-056	19 unit townhome development on 3.75 in Volusia County.	05.21.20	06.03.20				Outside City	Outside City	Outside City	07.17.20	Under Constr.	NA	Not applicable	Not applicable	Issued 11.02.21	\$139,028	90%		E = Alann Engineering Group, Inc. O = Cornelius Prior APP = John Wine		
42	SURF STYLE 1054 Ocean Shore Boulevard PZ# 2022-006	Volusia County project. Development of a 10,890 building. SPRC review is for the utility connection.	11.16.21	11.29.21				Outside City	Outside City	Outside City	01.10.22	01.10.24		Not applicable	Not applicable	Not applied	Not applied			E = Zev Cohen and Associates, Inc. O = 1054 Ocean Shores Blvd, LLC		
43	TRADERS INN BEACH CLUB 1355 Ocean Shore Boulevard PZ #2022-031	Connection to city sewer services, including lift station.	03.10.22	03.16.22				Outside City	Outside City	Outside City	04.08.22	04.08.24		Not applicable	Not applicable	Not applied	Not applied			E - Mark Dowst & Associates O = Traders Inn Beach Club Association, Inc.		
44	VERONA OCEANSIDE PZ #2020-011 2162 Ocean Shore Boulevard	Volusia County project. Replat of 3.50 acres into 5 single-family lots and 18 multi-family townhome lots.	12.08.19	12.27.19	06.08.20			Outside City	Outside City	Outside City	06.18.20	Under Constr.	NA	Not applicable	Not applicable	Utilities only Issued 05.19.21	\$117,270	95%		O = MHK Of Volusia County E = Parker Mynchenberg & Associates		

City of Ormond Beach Residential Development Report, as of August 29, 2022

#	Project	Description	Application Date	1st Review	2nd Review	3rd Review	4th Review	Neighborhood meeting	Advisory Board	City Commission	Final Approval	DO Expiration	LDC Extension Expiration	Eng. Permit	Eng. Permit Constr. Value	Under construction	E or Arc = Project Engineer or Architect O = Owner A = Applicant
A	121 EAST 121 East Granada Boulevard PZ #2022-098	Proposed multi-story multi-family development of 24 units	08.12.22	Due				Required	Required	Required							E = Zev Cohen & Associates, Inc. O = Dime Rock Properties, LLC
B	ARCHER'S MILL, PHASE 3A Plantation Oaks Boulevard PZ #2022-091	94 single-family lots on 42.38 acres	08.01.22	08.22.22				Not Required	Required	Required							E = Parker Mynchenberg & Associates, Inc. O = Plantation Oaks of Ormond Beach, LLC
C	COURTYARDS AT ORMOND 135 North Yonge Street PZ# 2021-079	Construct a 3 unit, 10,889 square foot retail building and a 48 unit multi family apartment complex.	06.17.21	07.09.21				08.15.21	Required	Required							E = Parker Mynchenberg & Associates, Inc. O = CST Holdings, LLC ARC = BPF Design
D	CUPOLA AT OCEANSIDE 100 North Halifax Drive PZ# 2021-068	12 two story townhomes - previously Halifax 100- and associated site improvements.	05.17.21	06.22.21				Completed	Approved	Approved	08.25.21	Under construction	Under construction	Issued 09.03.21	\$548,099	70%	E - Newkirk Engineering O = Halifax Enterprises LLC APP = Halifax Enterprises LLC
E	CUPOLA AT OCEANSIDE FINAL PLAT 100 North Halifax Drive PZ#2022-079	Final plat of 12 townhomes.	07.19.22	08.03.22				Not Required	Not Required	Required							E - Newkirk Engineering O = Halifax Enterprises LLC
F	PLANTATION OAKS, 1A 1395 Fountain View Street PZ# 2020-029	Development of 121 lots on 100.91 acres. Preliminary plat. Single family homes.	02.06.20	03.01.20	04.09.21			Not Required	PB 05.13.21 Approved	CC 06.01.21	08.27.21	Under construction	Under construction	Issued 09.17.21	\$3,400,200	65%	E = Parker Mynchenberg & Associates, Inc. O = Plantation Oaks of Ormond Beach, LLC
G	PLANTATION OAKS, 2B 2389 Destrenan Drive PZ# 2020-024	Development of 125 lots on 89.16 acres. Manufactured home phase.	12.14.17	01.24.18	07.17.18			Volusia County approval	Volusia County approval	Volusia County approval	09.20.18	Under construction	Under construction	Issued 03.29.2021	\$2,390,520	25%	E = Parker Mynchenberg & Associates, Inc. O = Plantation Oaks of Ormond Beach, LLC
H	PLANTATION OAKS, 2C 2124 Esplanada Drive PZ# 2020-025	Development of 121 lots on 63.12 acres. Manufactured home phase.	12.14.17	2.07.18	07.17.18			Volusia County approval	Volusia County approval	Volusia County approval	09.20.18	Under construction	Under construction	Issued 09.17.21	\$3,044,572	2%	E = Parker Mynchenberg & Associates, Inc. O = Plantation Oaks of Ormond Beach, LLC
I	PLANTATION OAKS, 2D 2258 Chretien Drive PZ# 2020-026	Development of 84 units on 27.32 acres. Manufactured home phase.	12.14.17	02.12.18	08.24.18			Volusia County approval	Volusia County approval	Volusia County approval	09.20.18	Under construction	Under construction	Issued 09.17.21	\$1,784,746	2%	E = Parker Mynchenberg & Associates, Inc. O = Plantation Oaks of Ormond Beach, LLC
J	REGAL MULTIFAMILY 215 Williamson Boulevard PZ-22-047	Redevelopment of 310 multi-family units on 12 acres	04.22.22	05.06.22	07.22.22			Not Required	06.09.22 Approved	07.19.22 & 08.03.22 Approved							O = Southwest I-95, LLC E = Newkirk Engineering APP = LIV Development
K	RIDGEHAVEN Plantation Oaks Boulevard & Addison Drive PZ-22-061	96 duplex units and 202 single-family lots within a Planned Residential Development on 103.45 acres	05.23.22	06.13.22				07.26.22	Required	Required							O = Snilloc Family Limited Partnership E = Parker Mynchenberg & Associates, Inc. APP = RidgeHaven LLC
L	STANTON GROVE 183 South Orchard PZ-22-062	21 unit rental townhome project consisting of three buildings on 3.92 acres.	05.27.22	06.13.22	8.25.22	Due 09.02.22		Not required	Not required	Not required							E = Newkirk Engineering O = Stanton Grove, LLC
M	TATTERSALL AT TYMBER CREEK TyMBER Creek Road and Airport Road PZ# 2022-082	Construction of 129 lot subdivision and associated site improvements.	07.12.22	08.12.22	Due			08.23.22	09.08.22	10.18.22 & 11.01.22							E = Zev Cohen & Associates, Inc. O = TyMBER Sky, LLC & Enclave of TyMBER Creek LLC APP = Paylin TyMBER 1 and 2, LLC

* Highlighted projects indicate change in status (such as SPRC approval, CC approval, building permits issued, or CO issued).

City of Ormond Beach Residential Development Report, as of August 29, 2022

N	TIDES EDGE 264 South Atlantic Avenue PZ# 2022-018	Preliminary plat for 15 single-family lots.	05.31.22	06.13.22	Due 09.02.22			Required	Required	Required							E = Parker Mynchenberg & Associates, Inc. O = Memorial Health Systems, Inc. APP = Contender Development, Inc.
O	TOMOKA RESERVE 20 Tomoka Oaks Boulevard PZ#-2022-043	Establishment of a Development Order for the former Tomoka Oaks Golf Course property of 147.94 acres. The application seeks 300 residential units or 2.03 units per acre	04.20.22	05.03.22				Required	Required	Required							O = Triumph Oaks of Ormond Beach I, LLC E - Zev Cohen & Associates, Inc. APP = Cobb Cole
P	TYMBER CREEK APARTMENTS 2011 West Granada Boulevard PZ#2022-008	300 multi-family units and associated site improvements on a vacant 19.62 acre parcel.	12.07.21	12.27.21	04.28.22	06.23.22	5th 08.24.22	06.08.22	Required	Required							E - Newkirk Engineering O = VCP Ormond Beach, LLC ARC = English Associates, Inc.

Planning public hearing items

8.H.d

City Commission items					
File Number	Item	Description	Planning Board	City Commission	City Commission
M 2019-019	Impact Fee Workshop	This is a discussion item to review the draft "Water and Wastewater Utility System Connection Fee Study" and "Municipal Impact Fee Study" reports prepare by Raftelis Financial Consultants "Raftelis" for the city's impact fees.	NA	09.07.2022	NA
NA	901 Airport Road, Joint Participation Agreement with SJRWMD & Volusia County	This is a request to approve a Joint Participation Agreement, including the establishment of a conservation easement, with the St. Johns River Water Management District (SJRWMD) and Volusia County to purchase an 18.60-acre parcel at 901 Airport Road owned by Penland & Pomerence, Inc. The city's portion of the Joint Participation Agreement would be \$154,000 and one-third of the closing costs not to exceed \$7,000. Ormond Beach and Volusia County would jointly (50% each) own the property with SJRWMD maintaining a conservation easement.	NA	09.21.2022	NA
LUPA2022-057	Volusia County parkland parcels: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-17-0100 generally located at Old Dixie Highway and Plantation Oaks Boulevard – Small-Scale Land Use Map Amendment	This is a request from the County of Volusia for a Small-Scale Comprehensive Plan Land Use Map amendment for a 33.31+ acre property generally located at Old Dixie Highway and Plantation Oaks Boulevard, Volusia County parcels: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-17-0100, from Ormond Beach "Low Density Residential" and Volusia County "Urban Low Intensity" to Ormond Beach "Recreation/Open Space".	Approved 5-0 - August 11, 2022	09.21.2022	10.05.2022
SE2022-036	2080 West Granada Boulevard, Riverbend Academy expansion	This is a request submitted by Mark Dowst, P.E., Mark Dowst & Associates, Inc., authorized agent for the property owner, Riverbend Community Church, for a Special Exception amendment. The Special Exception amendment request seeks to add 13,327 square feet of building area to accommodate increase from 200 to a maximum of 600 students at the Riverbend Academy. The subject property is located at 2080 West Granada Boulevard, is zoned as SR (Suburban Residential).	Approved 5-0 - August 11, 2022	09.21.2022	NA
AX 2022-095	1405 North U.S. Highway 1, Annexation	This is a voluntary request for an annexation submitted by the property owner, Vanacore Commercial Properties, LLC, for approximately 5.26 acres located at 1405 North U.S. Highway 1. The property is located within the original North U.S. Highway 1 Interlocal Service Boundary Agreement (ISBA).	NA	09.21.2022	10.05.2022
Note: City Commission items are based upon the best information available as of August 30, 2022 and are subject to change. City Commission agendas are available at: https://ormondbeach.ig2.com/citizens/default.aspx? . For additional information, please contact the Planning Department via e-mail at comdev@ormondbeach.org or by telephone at (386) 676-3238.					

Board of Adjustment and Appeals - September 7, 2022		
V2022-097	54 Herringbone Way	This is a variance request submitted by Jason and Crystal Seeman, property owners of 54 Herringbone Way. The subject property is zoned as SR (Suburban Residential). The applicant is requesting a rear yard variance to allow construction of a swimming pool with a screen enclosure. Section 2-50(z)(1)(c)(2) of the Land Development Code requires screen enclosures no closer than ten feet (10') from the rear property line. A variance of 4.75 feet to the required rear yard setback of 10 feet is requested for a final rear yard setback of 5.25 feet.
The Board of Adjustment and Appeals agenda is available at: https://www.ormondbeach.org/218/Board-of-Adjustment-Appeals . For additional information, please contact the Planning Department via e-mail at comdev@ormondbeach.org or by telephone at (386) 676-3238.		

Planning Board - September 8, 2022		
PRD 2022-082	Tattersall at Tymber Creek – Issuance of Development Order	This is a request for a Planned Residential Development (PRD) amendment for the issuance of a development order for the Tattersall at Tymber Creek Planned Residential Development, submitted by Trey Paytas, Manager, Paylin Tymber 1 and 2, LLC with the authorization of the property owner Tymber Sky, LLC & Enclave of Timber Creek, LLC. The Planned Residential Development development order seeks to allow 129 single-family lots on 84.14+ acres and associated subdivision improvements
PBD 2022-074	North Interchange – PBD Zoning Map Amendment and Issuance of Development Order	This is a request BHT Holdings LLC, for a zoning map amendment from B-7 (Highway Tourist Commercial) to PBD (Planned Business Development) and the issuance of a development order. The North Interchange Planned Business Development seeks to allow (1) business and storage warehouses, (2) indoor mini self-storage, (3) and outdoor RV and boat storage. The site plans submitted include two (2) buildings of 11,999 square feet for industrial flex space at 520 Flagler Road and a four-story indoor self-storage facility of approximately 110,900 square feet and 28 recreational vehicle and boat storage spaces at 540 Flagler Road. The subject property is approximately 5.73 acres and is located at 520 and 540 Flagler Road
RZ 2022-081	Second Amended ISBA Zoning Map Amendment	This is an administrative request to amend the City's Official Zoning Map to include the eight (8) privately owned properties as part of the Second Amended North US 1 Highway Interlocal Service Boundary Agreement (ISBA) area. The amendment seeks a Zoning Map Amendment for eight (8) properties totaling approximately 5.7 acres from Volusia County R-4, Urban Single-Family Residential to Ormond Beach R-3, Single-Family Medium Density.
LUPA 2022-094	Comprehensive Plan Text Amendment to Coastal Management Element	This is an administrative request to approve a Comprehensive Plan Amendment through the Expedited State Review (ESR) process, amending the Coastal Management Element, adding an Objective and Policies for flood risk planning in accordance with Florida Statutes Section 163.3178(2)(f). The proposed text changes are required to be included in the City's Coastal Management Element.
The Planning Board agenda is available at: https://www.ormondbeach.org/224/Planning-Board . For additional information, please contact the Planning Department via e-mail at comdev@ormondbeach.org or by telephone at (386) 676-3238.		

Planning public hearing items

8.H.d

Ormond Central Planned Business Development Amendment / Self Storage Neighborhood meeting -- September 13, 2022		
PBD2022-092	1 South Old Kings Road	Joseph Posey, Esquire, The Storch Law Firm shall conduct a neighborhood meeting on Tuesday, September 13, 2022, at 6:00PM at the Trails Clubhouse, 201 Main Trail, Ormond Beach, FL 32174 regarding the Ormond Central Planned Business Development Amendment / Self Storage. The Ormond Central Planned Business Development Amendment / Self Storage seeks to allow the construction of a 3-story climate controlled self-storage building. The project requires (1) a neighborhood meeting, (2) Planning Board review and recommendation, and (3) City Commission action.
https://www.ormondbeach.org/1025/Ormond-Central-Self-Storage		



Monthly Financial Status Report July 2022

This report provides the City Commission with an update of the financial status of the City's operating funds. The purpose of the report is to identify any significant variances from the adopted budget and to identify any adverse trends and their implications for the current and future years' budgets. Revenues at or above 83.3% benchmark is favorable, while expenses at or below the 83.3% benchmark is also favorable. The first table below provides a summary of the revenues and expenditures to date by fund. Additional detail by fund type is provided in subsequent tables.

Fund	Final Budget	YTD Actual		YTD Actual	
		Revenues	YTD %	Expenses	YTD %
001 - General Fund	37,753,928	30,692,496	81%	31,259,624	83%
104 - Community Redevelopment	2,129,601	1,247,106	59%	211,458	10%
106 - Ormond Crossing	255,461	247,778	97%	-	0%
107 - Stormwater	2,531,000	2,472,023	98%	1,631,307	64%
108 - Airport	2,657,240	834,111	31%	788,366	30%
109 - Local Law Enforcement Trust Fund	65,800	71,446	0%	84,750	0%
115 - Recreation Facility Fee	41,600	42,217	101%	4,516	11%
205 - Financing Debt Service	730,798	609,010	83%	721,877	99%
210 - Debt Service GOB 2003	114,934	115,547	101%	110,799	96%
211 - Debt Service 2005 CIP Note	157,000	130,830	83%	156,476	100%
220 - Debt Service GOB 2010	352,747	354,566	101%	365,012	103%
301 - General Capital Improvement	534,075	809,897	152%	1,060,610	199%
302 - General Equipment & Vehicle	421,363	246,790	59%	95,399	23%
305 - Public Safety Vehicle & Equip	2,148,225	1,887,278	88%	1,146,203	53%
308 - Transportation	2,835,677	1,324,027	47%	1,029,176	36%
310 - Recreation Impact Fee	125,000	164,382	132%	13,817	11%
316 - Local Roads Impact Fee	60,000	46,461	77%	13,817	23%
317 - Facilities Renewal & Replacement	693,000	532,257	77%	432,247	62%
318 - Stormwater Impact Fee	25,000	35,822	143%	13,817	55%
401 - Water/Wastewater Operating Fund	21,810,055	17,242,825	79%	17,163,470	79%
408 - Water/Wastewater E&V Fund	200,000	146,067	73%	99,880	50%
409 - Water/Wastewater Capital	7,627,865	7,218,026	95%	2,408,512	32%
414 - Water/Wastewater Consolidated Debt	5,228,000	4,365,670	84%	949,504	18%
434 - Water Impact Fee	520,000	765,192	147%	93,786	18%
435 - Wastewater Impact Fee	400,000	641,082	160%	107,191	27%
460 - Solid Waste	9,444,232	8,262,447	87%	8,223,005	87%
502 - Workers Compensation	801,612	748,262	93%	504,902	63%
504 - General Liability	1,260,253	1,275,365	101%	1,391,753	110%
Total	\$ 100,924,466	\$ 82,528,981	82%	\$ 70,081,277	69%

**Financial Status Report:
July 2022**

General Fund Revenues

Ad valorem Taxes- Annual revenue is estimated at \$13.3 million and is based on the taxable value (\$3.9 billion) and the General Fund operating millage (3.9128). Actuals to date are \$13.3 million or 100.2% of the budgeted amount.

Utility Taxes- The City levies a utility tax of 10% on electric and gas sales. To date, the City has collected \$3.2 million.

Communication Taxes – Communication service taxes through July 2022 are \$1,088,492. Payments are received in arrears with the first payment typically occurring in January 2022.

Business Tax –Business tax collections amounted to \$139,038 through July 2022. The majority of business taxes are collected in the last quarter of the fiscal year.

Licenses, Permits and Franchise Fees – This revenue source includes building permits, plan review and franchise fees. The City has franchise fee agreements which require electric and natural gas providers to remit 6% of gross sales to the City. Payments made to the City for franchise fees often occur several months after they are collected by FPL and other providers. Collections through July 2022 are \$3.1 million.

Intergovernmental – This revenue source includes municipal revenue sharing and sales tax both of which were expected to be negatively impact by the COVID pandemic. Through July 2022, the City received a total of \$3.6 million in this category.

Charges for Services – This category includes the County library lease and Leisure Services user charges. Additional revenue from contracts for right of way mowing, traffic signal maintenance, and street lighting are included in this category. The City received a total of \$931,789 in this category through July of this fiscal year.

Fines and Forfeitures – Traffic, code enforcement, and court fines make up this revenue category. Revenues were \$46,451.

Miscellaneous Revenue – Interest and internal service charges for Fleet and Engineering are included in this revenue category. Revenues collected were \$1.4 million.

Transfers In –Transfers have been recorded in the amount of \$3.9 million.

Financial Status Report: July 2022

General Fund Revenues - July 2022

	Final Budget	YTD FY 2021-22	\$ Variance	% of Budget	YTD FY 2020-21	\$ Variance	% Variance
Property Tax	\$ 13,280,820	\$ 13,300,987	\$ (20,167)	100.2%	\$ 12,906,230	\$ 394,756	3.06%
Utility Taxes	4,243,000	3,180,398	1,062,602	75.0%	3,111,196	69,202	2.22%
Communication Tax							
Receipts	1,590,000	1,088,492	501,508	68.5%	1,040,162	48,330	4.65%
Business Tax	284,500	139,038	145,463	48.9%	60,031	79,006	131.61%
Licenses, Permits & Fees	4,217,350	3,062,216	1,155,134	72.6%	2,395,492	666,723	27.83%
Intergovernmental	4,083,300	3,614,817	468,483	88.5%	3,147,259	467,558	14.86%
Charges for Services	773,800	931,789	(157,989)	120.4%	823,115	108,674	13.20%
Fines & Forfeitures	73,000	46,451	26,549	63.6%	128,072	(81,621)	-63.73%
Miscellaneous Revenues	2,899,771	1,436,899	1,462,872	49.6%	1,040,036	396,863	38.16%
Transfers In	4,669,680	3,891,410	778,270	83.3%	3,723,100	168,310	4.52%
Use of Fund Balance	1,638,707	-	1,638,707	0.0%	-	-	0.00%
	\$ 37,753,928	\$ 30,692,496	\$ 7,061,432	81.3%	\$ 28,374,696	\$ 2,317,800	8.17%

General Fund Reserve – This category includes commitments made by the City Commission by resolution or Commission comments at the City Commission meeting. General Fund reserve balance is 18.31% as of July 2022. Taking into consideration tentative decisions made at the 2022-23 budget workshop, the projected fund balance is 13.63%.

Purpose	Amount	CC Meeting Date	Approval Process
Ormond Beach Memorial Art Museum			
Service Agreement increase	\$ 24,320	10/5/2021	Resolution 2021-159
Performing Art Center ECHO Match	\$ 600,000	10/5/2021	Commission Comments
Dr. Mary McLeod Bethune Statuary Fund	\$ 20,000	10/19/2021	Commission Comments
Mid-Contract Wage Adjustment	\$ 768,000	1/18/2022	Resolution 2022-15
Business Park Drive Phase II	\$ 300,000	6/7/2022	Commission Comments-CIP Workshop
JPA Conversation Land	\$ 161,000	8/16/2022	Discussion Item-Tentatively Approved

General Fund Expenditures

Personnel Services - This category includes wages and benefits paid by the City. Personnel services account for \$24.26 million of the General Fund gross budget. Expenditures through July 2022 were \$20.4 million or 84.0% of the budget amount.

Operating Expenditures - This category includes \$10.3 million for maintenance contracts, utilities, tools, fuel, insurance, supplies and contracts for service with community agencies. Through July 2022, \$8.4 million has been spent. Operating expenditures is an area of concern as many costs are exceeding projections. Fuel expenses to-date are \$485,467, this represents 131% of the budget for the 2021-22 fiscal year. Also, communication services (AT&T) has severely impacted divisions such as Support Services. Other commodities and services have seen similar price increases.

Grants and Aids - This category includes contributions made to not for profit organizations which were budgeted at \$173,235 which includes \$81,707 of economic development incentives. Of note the \$88,615 includes entities such as; Security First, Concentrated Aloe and Future Foods. \$131,271 has been expended year to date.

Financial Status Report: July 2022

Transfers Out – The budget for transfers from the General Fund to other funds is \$2.8 million with \$2.4 million made through July 2022.

General Fund Expenditures - July 2022							
	Final Budget	YTD FY 2021-22	\$ Variance	% of Budget	YTD FY 2020-21	\$ Variance	% Variance
City Commission	\$ 394,168	\$ 300,367	\$ 93,801	76.2%	\$ 280,138	\$ 20,229	7.22%
City Administration	658,142	556,807	101,335	84.6%	558,859	(2,052)	-0.37%
Support Services	380,870	376,719	4,151	98.9%	324,709	52,011	16.02%
City Attorney	805,651	692,638	113,013	86.0%	664,268	28,370	4.27%
Legislation & Policy	2,238,831	1,926,531	312,300	86.1%	1,827,973	98,558	5.39%
Finance	1,007,418	789,545	217,873	78.4%	788,400	1,145	0.15%
Information Technology	1,029,282	637,020	392,262	61.9%	719,036	(82,016)	-11.41%
Human Resources	465,061	366,432	98,629	78.8%	338,850	27,582	8.14%
Planning	669,253	525,129	144,124	78.5%	509,340	15,789	3.10%
Building Inspections	1,078,444	850,986	227,458	78.9%	896,105	(45,119)	-5.04%
Police Administration	947,704	757,933	189,771	80.0%	675,102	82,831	12.27%
Police Operations	6,093,571	4,924,687	1,168,884	80.8%	4,768,048	156,639	3.29%
Community Outreach	523,971	438,583	85,388	83.7%	382,332	56,250	14.71%
Criminal Investigations	1,378,597	1,070,796	307,801	77.7%	1,056,449	14,348	1.36%
Community Services	380,455	316,357	64,098	83.2%	271,752	44,604	16.41%
Records	172,361	147,794	24,567	85.7%	100,520	47,274	47.03%
Neighborhood Impr.	430,544	315,217	115,327	73.2%	299,165	16,051	5.37%
Police	9,927,203	7,971,366	1,955,837	80.3%	7,553,368	417,998	5.53%
Fire	6,245,373	5,727,921	517,452	91.7%	5,524,247	203,674	3.69%
Streets	2,227,185	1,869,024	358,161	83.9%	1,627,144	241,880	14.87%
Engineering	1,088,022	910,453	177,569	83.7%	820,947	89,506	10.90%
Fleet	1,380,289	1,367,411	12,878	99.1%	1,093,992	273,419	24.99%
Public Works	4,695,496	4,146,888	548,608	88.3%	3,542,083	604,805	17.07%
Economic Development	382,023	240,483	141,540	62.9%	213,102	27,381	12.85%
Building Maintenance	826,057	679,115	146,942	82.2%	637,727	41,389	6.49%
Administration	731,473	602,704	128,769	82.4%	528,715	73,988	13.99%
Nova Recreation	321,410	264,605	56,805	82.3%	233,671	30,934	13.24%
S. Ormond Neigh. Center	278,969	219,122	59,847	78.5%	211,006	8,116	3.85%
Athletic Fields Mnt.	1,464,924	1,049,993	414,931	71.7%	1,035,369	14,624	1.41%
Parks	2,326,992	1,950,763	376,229	83.8%	1,796,412	154,351	8.59%
Environmental Learning	155,789	119,966	35,823	77.0%	111,464	8,502	7.63%
The Casements	267,669	232,646	35,023	86.9%	222,235	10,411	4.68%
Performing Arts Center	273,166	237,074	36,092	86.8%	184,125	52,949	28.76%
Senior Center	97,399	63,202	34,197	64.9%	46,942	16,260	34.64%
Community Events	206,649	185,069	21,580	89.6%	158,654	26,415	16.65%
Leisure Services	6,950,497	5,604,259	1,346,238	80.6%	5,166,320	437,939	8.48%
Grants & Aid*	91,528	88,615	2,913	96.8%	89,607	(992)	-1.11%
Transfers	2,861,337	2,384,450	476,887	83.3%	1,219,150	1,165,300	95.58%
Vacancy Savings/Contingency	112,182	-	112,182	0.0%	-	-	0.00%
	\$ 37,753,928	\$ 31,259,624	\$ 6,494,304	82.8%	\$ 28,387,581	\$ 2,872,043	10.12%

Financial Status Report: July 2022

Downtown Redevelopment Trust

Revenues – Budgeted revenues are comprised of City, County, Hospital, and special district property taxes levied on property within the Downtown Redevelopment boundaries and amount to \$718,686 with \$810,205 collected year to date. The City's budgeted contribution is \$524,246.

Expenditures – A total of \$211,458 has been expended for capital projects and service contracts (Ormond Main Street and property improvement grants).

Downtown Redevelopment Fund Revenues - July 2022

	Final Budget	YTD FY 2021-22	\$ Variance	% of Budget	YTD FY 2020-21	\$ Variance	% Variance
Grant	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Local Units	718,686	810,205	(91,519)	112.7%	878,096	(67,891)	-7.7%
Miscellaneous	1,500	30	1,470	2.0%	253	(223)	-88.2%
Transfers In	524,246	436,870	87,376	83.3%	380,430	56,440	14.8%
Use of Fund Balance	885,169	-	885,169	0.0%	-	-	0.0%
	\$ 2,129,601	\$ 1,247,105	\$ 882,496	58.6%	\$ 1,258,779	\$ (11,674)	-0.93%

Downtown Redevelopment Fund Expenditures

	Final Budget	YTD FY 2021-22	\$ Variance	% of Budget	YTD FY 2020-21	\$ Variance	% Variance
Planning	\$ 85,000	\$ 65,970	\$ 19,030	77.6%	\$ 60,965	\$ 5,005	8.2%
Public Works	1,711,501	8,163	1,703,338	0.5%	80,166	(72,004)	-89.8%
Grants	100,000	-	100,000	0.0%	50,000	(50,000)	-100.0%
Leisure Services	233,100	137,325	95,775	58.9%	235,798	(98,473)	-41.8%
Contingency	-	-	-	0.0%	-	-	0.0%
	\$ 2,129,601	\$ 211,458	\$ 1,918,143	9.9%	\$ 426,930	\$ (215,472)	-50.47%

Financial Status Report: July 2022

Stormwater Fund

Revenues – The primary revenue source is stormwater user fees. User fees were budgeted at \$2.525 million with \$2.1 received through July 2022.

Expenditures – The budget for stormwater maintenance is \$2.5 million with \$1.6 spent to date. Transfers of \$164,420 have also been made year to date.

Stormwater Fund Revenues - July 2022

	Final Budget	YTD FY 2021-22	\$ Variance	% of Budget	YTD FY 2020-21	\$ Variance	% Variance
Grants	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	0.00%
Stormwater Fees	2,525,000	2,136,306	388,694	84.6%	2,128,940	7,366	0.35%
Miscellaneous	6,000	89	5,911	1.5%	663	(574)	-86.58%
Intergovernmental	-	335,628	-	0.0%	642,854	(307,225)	-47.79%
Use of Fund Balance	-	-	-	0.0%	-	-	0.00%
	<u>\$ 2,531,000</u>	<u>\$ 2,472,023</u>	<u>\$ 394,605</u>	<u>97.7%</u>	<u>\$ 2,772,457</u>	<u>\$ (300,434)</u>	<u>-10.84%</u>

Stormwater Fund Expenditures

	Final Budget	YTD FY 2021-22	\$ Variance	% of Budget	YTD FY 2020-21	\$ Variance	% Variance
Maintenance	1,932,571	1,631,307	301,264	84.4%	2,009,118	(377,811)	-18.80%
Engineering Support	\$ 71,995	\$ -	\$ 71,995	0.0%	\$ -	\$ -	0.00%
Transfers Out	197,307	164,420	32,887	83.3%	176,740	(12,320)	-6.97%
Contingency	329,127	-	329,127	0.0%	-	-	0.00%
	<u>\$ 2,531,000</u>	<u>\$ 1,795,727</u>	<u>\$ 735,273</u>	<u>70.9%</u>	<u>\$ 2,185,858</u>	<u>\$ (390,131)</u>	<u>-17.85%</u>

Financial Status Report: July 2022

Water and Wastewater Fund

Revenues – The primary revenue sources are water and sewer user fees. User fees were budgeted at \$20.5 million with \$17 million collected year to date. The budget also includes \$350,055 in transfers.

Expenditures – Operating expenses for utility billing and water/wastewater public works services is budgeted in the amount of \$11.12 million with \$8 million expended to date. The budget also includes \$10.6 million in transfers of which \$8.8 million have been made through July 2022. Operating expenditures is an area of concern as many costs are exceeding projections. Chemical expenses have seen a 35%-50% increase in many areas. Other commodities and services have seen similar price increases within this fund.

Water/Wastewater Fund Revenues - July 2022

	Final Budget	YTD FY 2021-22	\$ Variance	% of Budget	YTD FY 2020-21	\$ Variance	% Variance
Water/Sewer Charges	\$ 20,455,000	\$ 16,931,053	\$ 3,523,947	82.8%	\$ 16,724,562	\$ 206,492	1.23%
Miscellaneous	55,000	3,740	51,260	6.8%	14,978	(11,238)	-75.03%
Transfers In	350,055	291,710	58,345	83.3%	358,270	(66,560)	-18.58%
Intergovernmental	-	16,322	-	0.0%	-	16,322	0.00%
Use of Fund Balance	950,000	-	950,000	0.0%	-	-	0.00%
	<u>\$ 21,810,055</u>	<u>\$ 17,242,825</u>	<u>\$ 4,583,552</u>	<u>79.1%</u>	<u>\$ 17,097,810</u>	<u>\$ 145,016</u>	<u>0.85%</u>

Water/Wastewater Fund Expenditures

	Final Budget	YTD FY 2021-22	\$ Variance	% of Budget	YTD FY 2020-21	\$ Variance	% Variance
Utility Billing	\$ 2,340,003	\$ 1,343,622	\$ 996,381	57.4%	\$ 1,155,413	\$ 188,208	16.29%
Water Production	3,455,063	2,560,094	894,969	74.1%	2,455,444	104,649	4.26%
Water Distribution	1,147,329	978,730	168,599	85.3%	988,086	(9,356)	-0.95%
Wastewater Treatment	2,893,201	2,410,349	482,852	83.3%	2,419,570	(9,221)	-0.38%
Wastewater Collection	1,283,155	1,045,035	238,120	81.4%	1,071,544	(26,509)	-2.47%
Transfers Out	10,590,758	8,825,640	1,765,118	83.3%	10,531,110	(1,705,470)	-16.19%
Contingency	100,546	-	100,546	0.0%	-	-	0.00%
	<u>\$ 21,810,055</u>	<u>\$ 17,163,470</u>	<u>\$ 4,646,585</u>	<u>78.7%</u>	<u>\$ 18,621,169</u>	<u>\$ (1,457,698)</u>	<u>-7.83%</u>

Financial Status Report: July 2022

Solid Waste Fund

Revenues – The primary revenue source is solid waste franchise and user fees. To date \$1,325,827 in franchise fees and \$6.9 million in user fees have been collected.

Expenditures – Personnel, operating, capital expenses and transfers expended to date are \$6.7 million.

Solid Waste Fund Revenues - July 2022

	Final Budget	YTD FY 2021-22	\$ Variance	% of Budget	YTD FY 2020-21	\$ Variance	% Variance
Franchise Fees	\$ 1,500,000	\$ 1,325,827	\$ 174,173	88.4%	\$ 1,182,543	\$ 143,284	12.12%
User Fees	7,940,000	6,933,958	\$ 1,006,042	87.3%	6,300,730	633,228	10.05%
Miscellaneous	1,000	486	\$ 514	48.6%	53,828	(53,342)	-99.10%
Intergovernmental	-	2,176		0.0%	41,422		0.00%
Use of Fund Balance	3,232	-	\$ 3,232	0.0%	-	-	0.00%
	<u>\$ 9,444,232</u>	<u>\$ 8,262,447</u>	<u>\$ 1,183,961</u>	<u>87.5%</u>	<u>\$ 7,578,523</u>	<u>\$ 723,170</u>	<u>9.54%</u>

Solid Waste Fund Expenditures

	Final Budget	YTD FY 2021-22	\$ Variance	% of Budget	YTD FY 2020-21	\$ Variance	% Variance
Collection & Disposal	\$ 7,068,712	\$ 5,002,116	\$ 2,066,596	70.8%	\$ 5,146,702	\$ (144,587)	-2.81%
Recycling	1,096,778	754,635	342,143	68.8%	754,047	588	0.08%
Engineering	-	-	-	0.0%	-	-	0.00%
Transfers Out	1,278,742	959,058	319,684	75.0%	1,045,970	(86,912)	-8.31%
Contingency	-	-	-	0.0%	-	-	0.00%
	<u>\$ 9,444,232</u>	<u>\$ 6,715,809</u>	<u>\$ 2,728,423</u>	<u>71.1%</u>	<u>\$ 6,946,719</u>	<u>\$ (230,910)</u>	<u>-3.32%</u>



August, 2022

Ormond Beach
July Employment

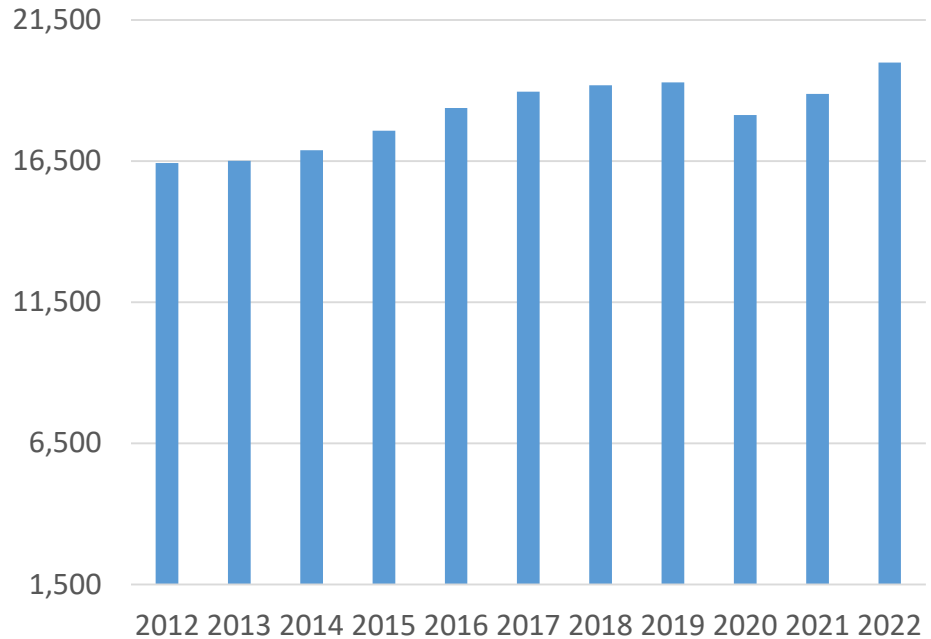
19,987

This is up 5.6% from last year

Ormond Beach
Unemployment Rate

2.6%

Ormond Beach Employment Trend



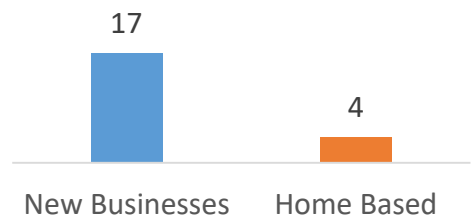
Total Permits Issued
August

481

Permit Valuation for
August

\$7.9m

Total OB Business Tax
Receipts in August



Commercial Real Estate Key Indicators

Current Quarter	RBA	Vacancy Rate	Market Rent	Availability Rate
Office	1,599,160	4.7%	\$20.18	5.0%
Industrial	2,895,678	1.3%	\$9.80	1.5%
Retail	4,091,291	1.0%	\$16.85	3.6%

*RBA = Rentable Building Area The number shown is the total RBA for all buildings in that asset class in Ormond Beach.



August, 2022

Notes and Updates:

- **Employment for June** was 19,987 up 5.6% from the same time last year. The unemployment rate is 2.6% which is down from 4.3% this time last year. Employment is up 3.7% (710) since January of this year. It is anticipated that the labor market will continue to improve. The sectors adding jobs in Volusia County include Professional & Business Services, Manufacturing, and Financial Activities.
- **Permits and Business Tax Receipt** data for 2022 are trending positive. Total Permits issued through August 2022 is 4,309 with an associated construction value of \$112.3 million. Business Tax Receipts to new commercial businesses in Ormond Beach to May this year is 100 and 68 for Home Based Businesses.
- **The commercial real estate market** remains competitive regionally. Vacancy is low among all the asset classes especially within industrial and retail. As vacancy rates are lower rental rates have increased year-over-year but remain on par with asking rates within the metro region.
- **Now is a good time** for business to see how they compare to industry competitors. SizeUp Ormond Beach is a free tool available to Ormond Beach businesses that allows small businesses access to data and market research to rank their business performance to industry competitors. The tool can also be used to identify suppliers and Business to Business customers. It can be accessed at the following link: <https://sizeup.info/ormondbeach>
- **Doing Business In Ormond Beach** is available. The magazine serves as a reference for entrepreneurs and business owners to navigate the process of starting and expanding a business in Ormond Beach. Hard copies are available by request and digital e-book is available on the following website: <https://www.ormondbeach.org/918/Doing-Business-in-Ormond-Beach>.

Thank you,
Brian Rademacher
Economic Development Director

Hamsher, Terri

From: Victoria Fahlberg <VictoriaFahlberg@firststepshelter.org>
Sent: Friday, September 9, 2022 1:31 PM
Subject: Monthly Update

[External Email-Use Caution] - OB/IT Helpdesk

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Afternoon,

August proved another good month here at First Step Shelter. On August 1st we launched our Eastern Volusia Homeless Outreach Team, which is a joint program between First Step and the Volusia County Sheriff's Department. We have a HELP line (386-999-HELP) which any business owners, employees, residents, or persons experiencing homelessness can call for assistance. Our goal is to help every homeless person in eastern Volusia find the services and housing they need in order to end homelessness in our community. We are hoping that this public assistance hotline will help us work with those who may not come to the shelter otherwise. In our first month of the program, we've already been able to bring 9 new people into the shelter!

If you see a person experiencing homelessness on the street, give us a call! Please help us get the word out about the HELP line to your communities and constituents!

386-999-HELP (4357)

The shelter is also continuing to house people despite the increases in rent. In August, 14 of our residents found housing. We are also currently above capacity, with 65 people currently in the shelter.

Thanks for your continued support and wishing you and great weekend!

			1st qtr	2nd qtr	July		
Shelter Intakes	2020	2021	2022	2022			Total
DBPD	54	65	10	19	6	11	165
OBPD	2	2	2	0	1	0	7
POPD	0	2	0	1	0	0	3
DBSPD	0	0	0	0	0	0	0
SDPD	1	2	0	1	0	0	4
PIPD	0	0	1	0	0	0	1
HHPD	2	1	0	3	0	0	6
Volusia County	3	3	3	5	2	0	16
Total Law Enforcement	62	75	16	30	9	11	203
Total Hospitals	38	20	9	10	5	5	87
Total SS and Worship	55	145	49	48	21	11	329
FSS Help Line	-	-	-	-	-	24	24
Total	155	240	74	88	35	51	643

			1st qtr	2nd qtr	July	Aug	
Services Received	2020	2021	2022				Total
SSI/SSDI	52	92	32	27	13	11	227
Employment	57	48	7	25	8	14	159

Total with Income	109	140	39	50	21	25	384
Food Stamps	80	120	32	137	15	23	407
Birth Certificates	61	19	1	2	1	1	85
Medicare	23	54	15	11	2	5	110
Medicaid	44	65	27	23	11	12	182
Other insurance	8	17	8	7	2	11	53
Total Insurance	75	136	50	41	15	28	345
Housing	65	101	43	57	30	14	310
Rapid Rehousing	1	20	2	1	1	0	25

		1st qtr	2nd qtr	July	Aug	
Health Concerns	2021	2022				Total
Hypertension	51	22	17	6	12	108
COPD	28	14	9	7	2	60
Asthma	32	13	6	6	5	62
Diabetes	19	9	7	5	6	46
Other Medical Problems	118	43	56	21	25	263
Total Medical Problems	354	101	95	45	50	645
Psychotropic Medication	131	40	62	23	28	284

Average length of stay 64.43 59.98 58.26 58.34

	Homeless Outreach Team						
	Aug						
Hotline Calls	DB	OB	PI	HH	DBS	PO	Other
Information	29	1	0	0	0	0	11
Resident Visit Request	42	1	0	0	0	0	0
Business Visit Request							
Visits							
Visits Made	8	1	0	0	0	0	0
Visits resulting in Intake	8	1	0	0	0	0	0

	23- Nov		1st qtr	2nd qtr	July	Aug	
Safe Zone Referrals	31-Dec	2021	2022				Total
DBPD	23	2469	24	34	12	24	2586
PIPD	0	0	0	1	0	0	1
OBPD	0	20	4	3	1	3	31
POPD	0	25	3	5	3	2	38
DBSPD	0	20	4	1	2	0	27
SDPD	0	8	0	2	0	2	12
Halifax/Advent*	0	1	16	12	5	2	36
HHPD	7	19	4	0	1	1	32
Volusia County/Other	1	18	3	14	21	3	60
Total LE/ SS	31	2580	58	72	45	37	2823

Victoria Fahlberg, PhD, MPH
Executive Director
First Step Shelter Inc.

3889 W. International Speedway Blvd.
Daytona Beach, Fl. 32124
386-361-3800 Ext: 201





CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Steven Spraker, Planning Director

Date: September 21, 2022

Subject: 1405 North U.S. Highway 1, Annexation

Commission Goal: Community Development - Develop an annexation policy for future growth

Introduction

This is a voluntary request for an annexation submitted by the property owner, Vanacore Commercial Properties, LLC, for approximately 5.26 acres located at 1405 North United States (U.S.) Highway 1. The property is located within the original North U.S. Highway 1 Interlocal Service Boundary Agreement (ISBA).

Background

The property has an existing city land use of "Low Intensity Commercial" and a city zoning designation of Planned Business Development (PBD). The city zoning was implemented with Ordinance 2015-14 that incorporated the Volusia County zoning approval within Volusia County Resolution 2010-233. The existing PBD zoning designation allows a variety of commercial uses. Site construction on the subject property started in 2011 but no building improvements have been constructed on the property. The property owner has submitted a Site Plan Review Committee (SPRC) application for an indoor self-storage facility that includes a three-story building of approximately 128,214 square feet. The proposed project would require a connection to city utilities which requires annexation. The indoor self-storage facility would require an amendment to the PBD zoning document that would require (1) neighborhood meeting, (2) Planning Board review and (3) City Commission action.

Discussion

The property at 1405 North U.S. Highway 1 is contiguous to the city on the northern and western property boundaries. In addition, the property is within the ISBA which allows annexation whether or not the property was contiguous to the city boundaries. There are existing force mains of 12 inches (east side of U.S. 1) and 8 inches (west side of U.S. 1) to serve the property. There is an existing water line on the east side of U.S.

Highway 1 to serve the property.

Budget Impact

There is no budget impact associated with the requested annexation.

Citizen Impact

There is no citizen impact anticipated with this annexation because the property is already within the ISBA with city land use and zoning. Future development would undergo a public hearing process with the ability for individuals to review and provide input on the proposed site plan.

Recommendation

It is recommended that the City Commission approve the annexation of approximately 5.26 acres located at 1405 North U.S. Highway 1, based on the following:

1. The property is within the ISBA area;
2. The subject property is located in unincorporated Volusia County and is not being served with utilities from another jurisdiction, is compact, and City of Ormond Beach is the utilities provider for this area;
3. There is adequate city infrastructure to serve the subject property;
4. Annexation of the property is a voluntary annexation under the authority of Section 171.044, Florida Statutes; and
5. The subject property is contiguous to the city limits along the north and west property boundaries.

Attachments:

- 22-28 1405 North US Highway 1 Annexation (P22-0134G) (PDF)
- Exhibit A, legal description 1405 N US HWY 1 (PDF)
- Exhibit B, Public Hearing Application (PDF)
- 1405 N US HWY Map Series (PDF)

REVIEWED BY:


Kelly McGuire, Finance Director 8/29/2022


Claire Whitley, Assistant City Manager 9/13/2022

APPROVED BY:


Joyce A. Shanahan, City Manager 9/13/2022

ORDINANCE NO. 2022-28

AN ORDINANCE ANNEXING ONE PARCEL OF REAL PROPERTY INTO THE CITY OF ORMOND BEACH, SAID PROPERTY LOCATED AT 1405 NORTH U.S. HIGHWAY 1, VOLUSIA COUNTY PARCEL NUMBER 3136-01-45-0010; SETTING FORTH ZONING PRIVILEGES AND OBLIGATIONS REGARDING THE PROPERTY; REDEFINING THE TERRITORIAL BOUNDARIES OF THE CITY OF ORMOND BEACH TO INCLUDE THE PROPERTY; REDESIGNATING THE BOUNDARIES OF ZONE 1 OF THE CITY OF ORMOND BEACH TO INCLUDE THE PROPERTY; PROVIDING FOR TRANSMISSION; PROVIDING FOR SEVERABILITY; AND SETTING FORTH AN EFFECTIVE DATE.

WHEREAS, Vanacore Commercial Properties, LLC, a Florida Limited Liability Company, is the owner of a parcel of real property in unincorporated Volusia County, Florida, described and depicted on Exhibit “A”, attached hereto and incorporated herein by reference, (“the Property”); and

WHEREAS, the Property to be annexed consists of approximately 5.26 acres (Parcel ID No. 3136-01-45-0010) and is located at the intersection of Pine Tree Drive and North U.S. Highway 1 at 1405 North U.S. Highway 1, Ormond Beach, Florida; and

WHEREAS, Vanacore Commercial Properties, LLC, has voluntarily petitioned or requested the City of Ormond Beach to annex the Property into the City of Ormond Beach, a copy of said petition or request attached hereto as Exhibit “B” and incorporated herein by reference; and

WHEREAS, the City of Ormond Beach adopted an Interlocal Service Boundary Agreement (“ISBA”) with the County of Volusia on August 19, 2014, effective August 28, 2014,

(Recorded at Book 7026, Pages 878 through 895, of the Public Records of Volusia County, Florida); and

WHEREAS, the City of Ormond Beach adopted an amended Interlocal Service Boundary Agreement (“ISBA”) with the County of Volusia on August 20, 2019, effective October 11, 2019, (recorded at Book 7758, Pages 4680 through 4683, of the Public Records of Volusia County, Florida); and

WHEREAS, the City of Ormond Beach adopted a second amended Interlocal Service Boundary Agreement (“ISBA”) with the County of Volusia on December 7, 2021, effective March 30, 2022, (recorded at Book 8228, Pages 1974 through 1978, of the Public Records of Volusia County, Florida); and

WHEREAS, the annexation of the Property is a voluntary annexation under the authority of Section 171.044, *Florida Statutes* and the ISBA, as evidenced by a true copy of the annexation petition attached hereto and incorporated herein by reference as Exhibit “B”; and

WHEREAS, annexation as a condition of municipal utility connection is authorized by Section 180.02(3), *Florida Statutes*, and the home rule constitutional and proprietary powers of the City; and

WHEREAS, Goal 5, Policy 5.1.4 of the Future Land Use Element of the City’s *Comprehensive Land Use Plan* provides that the provision of utility service to property in the unincorporated County shall be conditioned upon the annexation of the property when it becomes contiguous to the City’s boundaries; and

WHEREAS, consent to annexation by a connecting property owner is required for connections to City utilities by Chapter 3, Article V, Section 3-61(f) of the City's *Land Development Code* (formerly Ordinance 91-33 of the City of Ormond Beach, which was initially adopted and made effective on August 20, 1991); and

WHEREAS, the requirements of Section 171.044, *Florida Statutes*, and the ISBA have been satisfactorily met; now therefore,

BE IT ENACTED BY THE PEOPLE OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. The City Commission of the City of Ormond Beach makes the following findings:

- (a) The annexation petition attached hereto as Exhibit "B" bears the signature of the owner of the Property to be annexed at the time the petition was submitted to the City;
- (b) Vanacore Commercial Properties, LLC, a Florida Limited Liability Company, is the owner of the Property listed in Exhibit "A" attached hereto;
- (c) The annexation petition was submitted in accordance with the requirements of the City for utility extension pursuant to Section 180.02(3), *Florida Statutes*, and Chapter 3, Article V, Section 3-61(f) of the City's *Land Development Code*;
- (d) Connection of a property to City utilities constitutes implied consent by the property owner to the annexation of the property;
- (e) The annexation of the Property complies with the requirements of the City for utility extension and connection pursuant to Section 180.02(3), *Florida Statutes*; Goal 5, Policy 5.1.4 of the Future land Use Element of the City's Comprehensive Land Use Plan; and Chapter 3, Article V, Section 3-61(f) of the City's *Land Development Code*; and

- (f) The Property is reasonably compact and does not create any enclaves of unincorporated territory in Volusia County.

SECTION TWO. The Property described and depicted in Exhibit "A" is hereby annexed into the City of Ormond Beach, Florida (the "City"), and the municipal boundary lines of the City are hereby changed to include the Property.

SECTION THREE. Upon the effective date of the annexation of the Property, and except as may be otherwise provided by law, the Property shall be subject to all laws, ordinances and regulations of the City of Ormond Beach; shall be entitled to the same privileges and benefits as other lands in the City; and shall be subject to the taxes and debts of the City, including municipal ad valorem taxes as provided by Section 171.061(1), *Florida Statutes*.

SECTION FOUR. The boundary of City Commission Zone 1 is hereby redefined to include the Property.

SECTION FIVE. The City Clerk is hereby authorized and directed to provide a certified copy of this Ordinance to the County Manager of Volusia County, the Clerk of Circuit Court in and for Volusia County, and the Department of State for the State of Florida, within seven (7) days of the adoption of this Ordinance as required by Section 171.044(3), *Florida Statutes*.

SECTION SIX. In the event any section or provision of this Ordinance is declared by a court of competent jurisdiction to be unconstitutional or invalid, such declaration shall not be deemed to affect the validity of this Ordinance as a whole or any other section or provision hereof.

SECTION SEVEN. This Ordinance shall take effect immediately upon adoption.

PASSED UPON at the first reading of the City Commission, this 21st day of September, 2022.

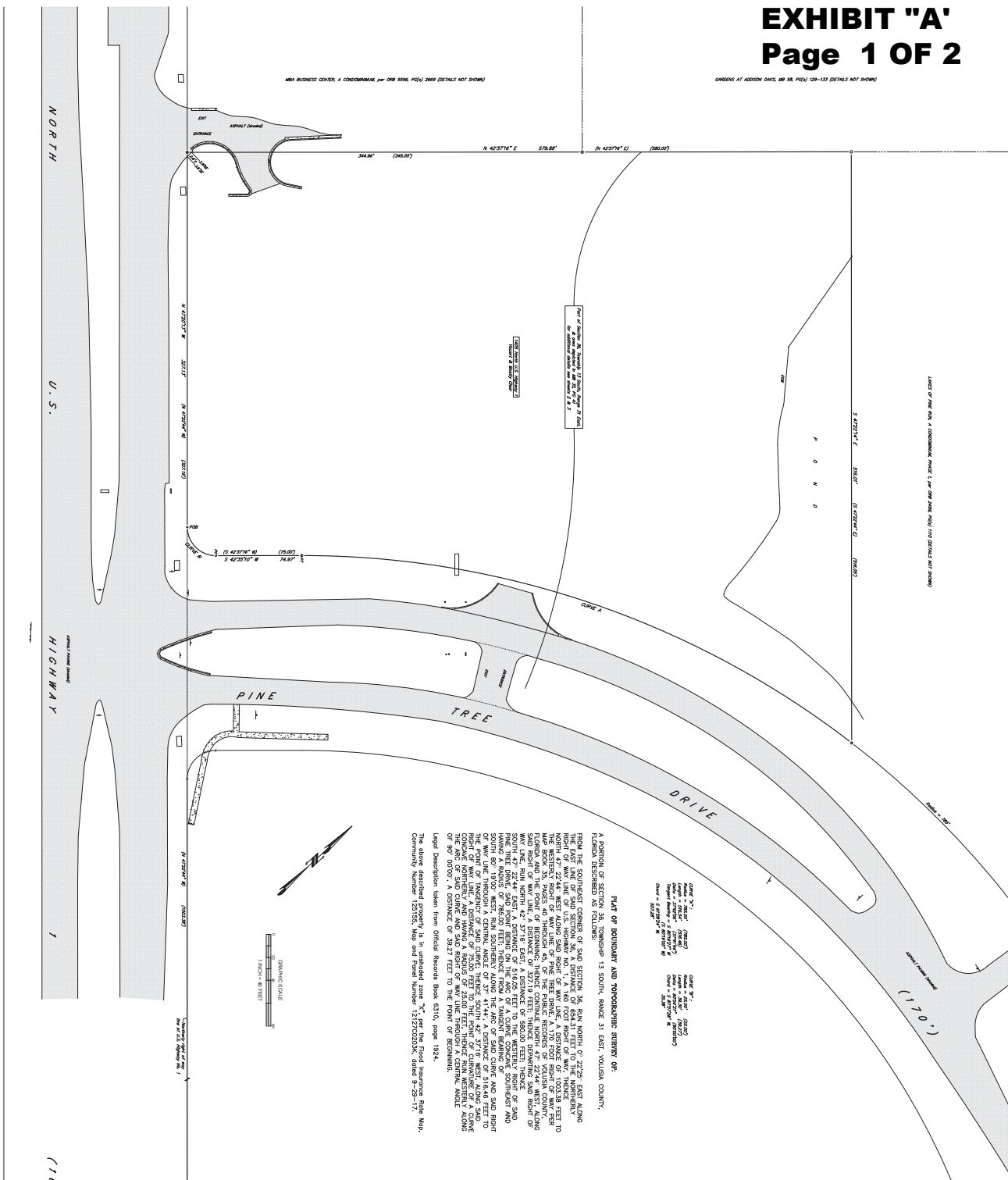
PASSED UPON at the second and final reading of the City Commission, this 5th day of October, 2022.

BILL PARTINGTON
Mayor

ATTEST:

SUSAN CARROLL DAUDERIS
City Clerk

EXHIBIT "A"
Page 1 OF 2



A PORTION OF SECTION 36, TOWNSHIP 13 SOUTH, RANGE 31 EAST, VOLUSIA COUNTY,
FLORIDA DESCRIBED AS FOLLOWS:

The above described property is in unincorporated zone "X", per the Flood Insurance Rate Map, effective 12/1/80, and is located in the unincorporated area of the City of San Francisco, California. The parcel number is 251055, Map and Parcel Number 12270102030K, and Date 2-28-17.

CLAVE "A":
 Area = 785.00' (785.00')
 Length = 516.54' (516.46')
 Elev = 5744.76' (5744.54')
 Target Elevation = 5 8079.22' W
 Elev = 5 6128.24' W
 50.28'

CLAVE "B":
 Area = 725.00' (725.00')
 Length = 39.35' (39.27')
 Elev = 8074.75' (8070.70')
 Elev = 5 8772.28' W
 35.38'

C2H4Cl₂ 9° : (25.00°)
 Radius = 25.00° (25.00°)
 Length = 39.50° (39.27°)
 Density = 20704.37° (20700.00°)
 Chord = 5.873728° W
 25.58°

This is to certify that the plot delineated hereon is in compliance with the Standards of Practice per Sections 51-17.000 through 51-17.002, Florida Administrative Code pursuant to Section 472.027 of the Florida Statutes.

4 May, 2022 (field date)

John J. Maivek III

Digitally signed by John J. Maivek III John J. Maivek III, Jr. #400
8000 N. W. 11th St., Suite 100
Lakewood, Florida 33411-4688
USA Date: 2022.05.23 14:23:00 -0400

John J Matejka III
Date: 2022.08.2
1252:10 -04'00'

MA 01880
Lithonia, GA 30058
STREET OF
Crestline
Crestline, GA 30058

- o - 1/2" iron & Cap LB6883 set (replacing 4"x4" Concrete Monument, no identifier now destroyed)
- o - Noll & Dick LB6883 set (replacing 4"x4" Concrete Monument and Cap LB322 now destroyed)

Scale: 1" = 4'

Justly found 2-11-C

Justly found 2-11-C

Packet Pg. 508

U.S. 1 & PINE TREE DRIVE, ORMOND BEACH, FLORIDA, S36,T13S,R31E		SHEET 1 OF 3
FOR: VANACORE CONSTRUCTION 1293 NORTH U.S. HIGHWAY 1 ORMOND BEACH, FLORIDA	BY: J. J. MATEJKA & ASSOCIATES, INC. PROFESSIONAL SURVEYORS & MAPPERS 406 HARVEY AVENUE DAYTONA BEACH, FLORIDA	PLAT #223X

EXHIBIT "A"

Page 2 of 2

LEGAL DESCRIPTION**(from J.J. Matejka & Associates, Inc. survey – electronically signed/sealed August 8, 2022)**

A PORTION OF SECTION 36, TOWNSHIP 13 SOUTH, RANGE 31 EAST, VOLUSIA COUNTY, FLORIDA DESCRIBED AS FOLLOWS:

FROM THE SOUTHEAST CORNER OF SAID SECTION 36, RUN NORTH $0^{\circ} 22'25''$ EAST ALONG THE EAST LINE OF SAID SECTION 36, A DISTANCE OF 654.31 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 1, A 160 FOOT RIGHT OF WAY, THENCE NORTH $47^{\circ} 22'44''$ WEST ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 1003.38 FEET TO THE WESTERLY RIGHT OF WAY LINE OF PINE TREE DRIVE, A 170 FOOT RIGHT OF WAY PER MAP BOOK 35, PAGES 40 THROUGH 45, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA AND THE POINT OF BEGINNING; THENCE CONTINUE NORTH $47^{\circ} 22'44''$ WEST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 327.19 FEET; THENCE DEPARTING SAID RIGHT OF WAY LINE, RUN NORTH $42^{\circ} 37'16''$ EAST, A DISTANCE OF 580.00 FEET; THENCE SOUTH $47^{\circ} 22'44''$ EAST, A DISTANCE OF 516.05 FEET TO THE WESTERLY RIGHT OF SAID PINE TREE DRIVE, SAID POINT BEING ON THE ARC OF A CURVE CONCAVE SOUTHEAST AND HAVING A RADIUS OF 785.00 FEET; THENCE FROM A TANGENT BEARING OF SOUTH $80^{\circ} 19'00''$ WEST, RUN SOUTHERLY ALONG THE ARC OF SAID CURVE AND SAID RIGHT OF WAY LINE THROUGH A CENTRAL ANGLE OF $37^{\circ} 41'44''$, A DISTANCE OF 516.46 FEET TO THE POINT OF TANGENCY OF SAID CURVE; THENCE SOUTH $42^{\circ} 37'16''$ WEST, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 75.00 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHERLY AND HAVING A RADIUS OF 25.00 FEET, THENCE RUN WESTERLY ALONG THE ARC OF SAID CURVE AND SAID RIGHT OF WAY LINE THROUGH A CENTRAL ANGLE OF $90^{\circ} 00'00''$, A DISTANCE OF 39.27 FEET TO THE POINT OF BEGINNING.

Legal Description taken from Official Records Book 6310, page 1924.



Updated October 1, 2021

City of Ormond Beach Public Hearing Application

Planning Department

22 South Beach Street, Room 104, Ormond Beach, FL 32174

(386) 676-3238 www.ormondbeach.org comdev@ormondbeach.org**INSTRUCTIONS**

Public hearing applications require City Commission action with many types being reviewed by the Planning Board to provide a recommendation. Some public hearing items require site plan review. Please complete the application and fee worksheet. Assistance is available by e-mailing comdev@ormondbeach.org or calling (386) 676-3238.

PROJECT INFORMATION

Project Type:*	Annexation & Rezoning to BPUD		*Complete fee sheet (page 3)
Project Name:	US1 & Pine Tree Stor-It		
Project Address:	1405 N US Hwy 1, Ormond Beach, FL 32174		
Volusia County parcel number(s):	3136-01-45-0010		
Description:	Construct on a 5.26 acre parcel a 3-story 128,214 SF building which includes 2,500 SF office and 125,714 SF air-conditioned storage, 38 parking stalls, drainage, utilities including private lift station, signage, sidewalks, landscape and irrigation improvements.		
Pre-application date:		Pre-application waiver granted:	

PROJECT COORDINATOR

Name:	Parker Mynchenberg & Associates, Inc.
Address:	1729 Ridgewood Ave.
City, State, Zip code:	Holly Hill, FL 32117
Telephone:	386-677-6891
E-mail:	info@parkermynchenberg.com

APPLICANT INFORMATION

Same as project coordinator	☐	Same as property owner	☒
Name:	Vanacore Commercial Properties, LLC		
Address:	1451 US Hwy 1 Ste 13		
City, State, Zip code:	Ormond Beach, FL 32174		
Telephone:	386-547-4373		
E-mail:	scott.vanacorehomes@gmail.com		

PROPERTY OWNER	
Same as project coordinator	Same as property owner
Name:	Vanacore Commercial Properties, LLC
Address:	1451 US Hwy 1 Ste 13
City, State, Zip code:	Ormond Beach, FL 32174
Telephone:	386-547-4373
E-mail:	scott.vanacorehomes@gmail.com

VIEW ONLY ACCESS TO PROJECT DOX (Provides viewing access to project)

Name:	E-mail:
Name:	E-mail:
Name:	E-mail:
Name:	E-mail:

CERTIFICATION

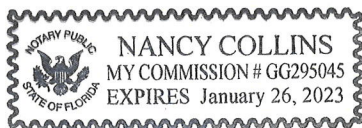
By submitting this application, I hereby certify that the information provided is true and correct to the best of my knowledge and that I am aware of the application submittal requirements and the review process for this application. I authorize Ormond Beach staff to access the subject property during typical business hours to review the public hearing application.

Signature: _____

STATE OF FLORIDA

COUNTY OF Volusia

The forgoing instrument was acknowledged before me this 22nd day of July, 2022, by John Scott Vanacore as Managing Member (title*) for Vanacore Comm Prop LLC (name of corporation*), who () provided _____ as identification, or (X) who is personally known to me.



Nancy Collins
 Notary Public, State of Florida
 My Commission Expires: 1/26/23

* If you are executing this document on behalf of a corporation please complete the spaces with your title and the name of your company as indicated.



City of Ormond Beach Public Hearing Application Fees

Updated October 1, 2021

Planning Department

22 South Beach Street, Room 104, Ormond Beach, FL 32174

(386) 676-3238

www.ormondbeach.org

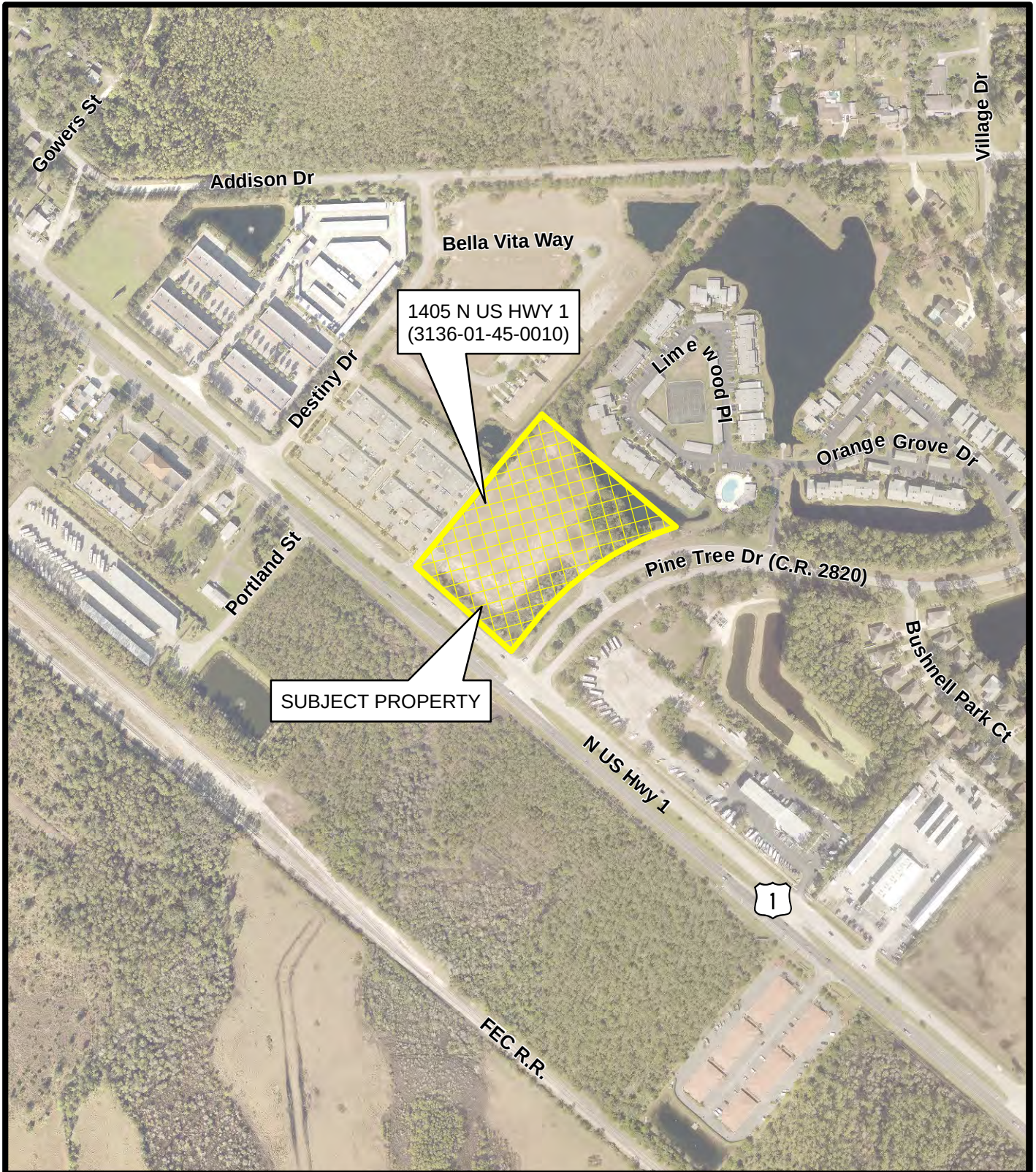
comdev@ormondbeach.org

INSTRUCTIONS

Site plan submittals require the submittal of applications per Ordinance 2021-30, codified in Section 8-10, Application processing fees, of the Code of Ordinances. All applications shall calculate the fees which shall be verified by city staff. **Assistance is available by e-mailing comdev@ormondbeach.org or calling (386) 676-3238.**

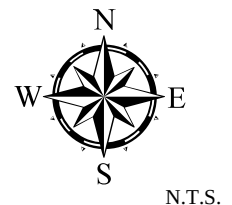
PUBLIC HEARING FEES (Ordinance 2021-30 - Section 8-10 of Code of Ordinances)

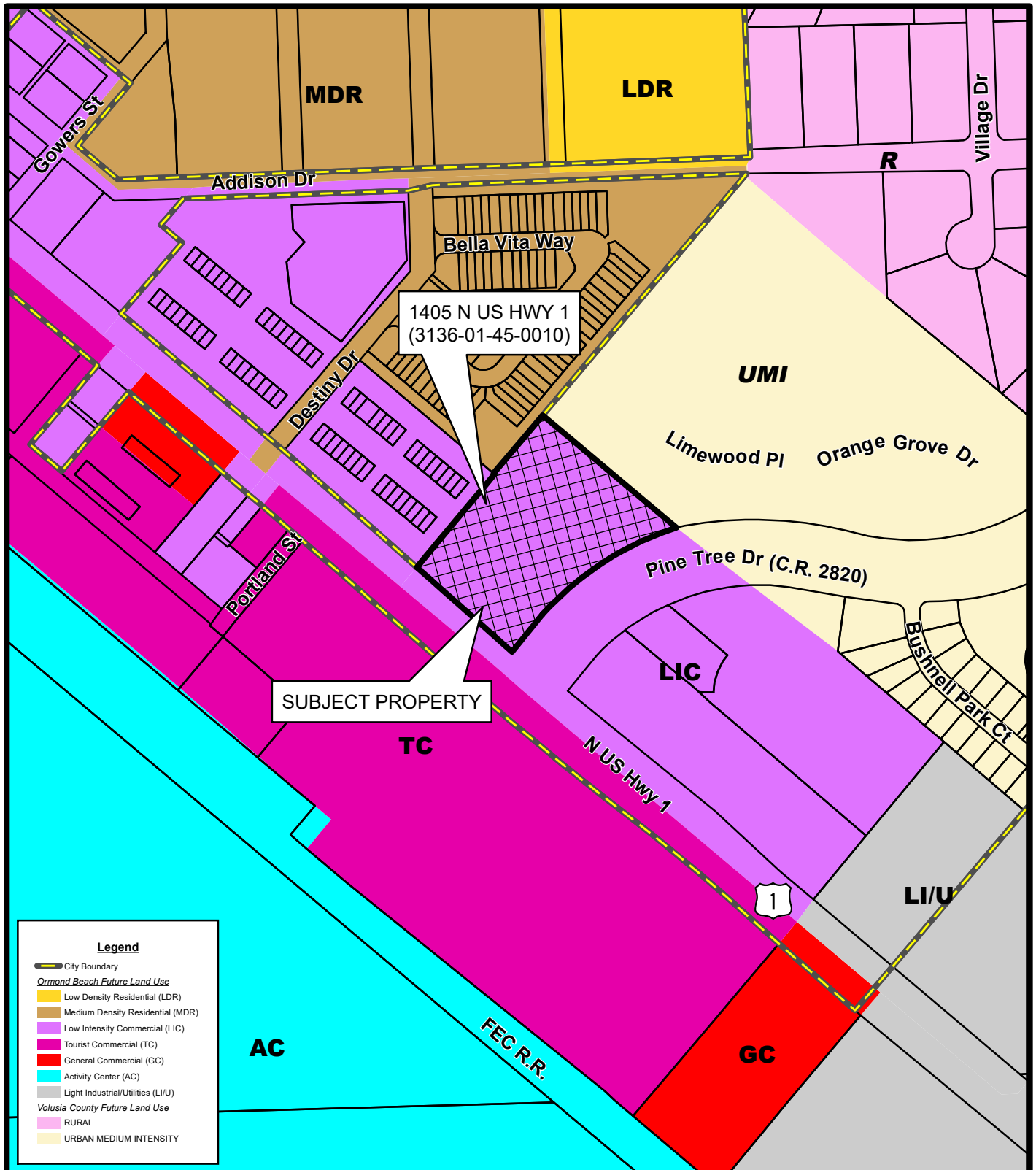
Check all that apply	SPRC reviews	Fee	Advertising	Total fee
☒	Annexation	No fee	No fee	No fee
☐	Annexation Agreement	No fee	No fee	No fee
☐	Comprehensive Plan, small area amendment	\$2,000	\$1,025	\$3,025
☐	Comprehensive Plan, large-scale amendment	\$2,000	\$2,250	\$4,250
☐	Concurrency, traffic impact analysis	\$3,000 (deposit)	NA	\$3,000
☐	Development of Regional Impact amendment	\$600	\$2,250	\$2,850
☒	Planned Development	\$2,500	\$2,400	\$4,900
☐	Planned Development, major amendment	\$1,000	\$2,400	\$3,400
☐	Regulatory amendment, zoning map, under 10 acres	\$1,500	\$850	\$2,350
☐	Regulatory amendment, zoning map, over 10 acres	\$1,500	\$1,650	\$3,150
☐	Regulatory amendment, LDC amendment	\$1,000	\$700	\$1,700
☐	Regulatory amendment, LDC amendment (zoning districts)	\$1,000	\$1,500	\$2,500
☐	Special Exception	\$850	\$850	\$1,700
☐	Special Exception, CRA	\$400	\$850	\$1,250
☐	Street vacation	\$500	\$1,925	\$2,425
☐	Subdivision, Preliminary plat	\$1,500 plus \$25 per lot	NA	\$1,500 plus \$25 per lot
☐	Subdivision, Final plat	\$1,000 plus \$25 per lot	\$350	\$1,350 plus \$25 per lot
☐	Subdivision, city surveyor review	Actual costs	NA	Actual costs
☐	Subdivision, Recording of plat	Actual costs	NA	Actual costs
☐	Other:			
TOTALS:			\$4,900	



**AERIAL MAP
1405 N US HIGHWAY 1
(3136-01-45-0010)**

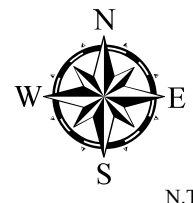
Prepared By: The City of Ormond Beach
G.I.S. Department - August 19, 2022

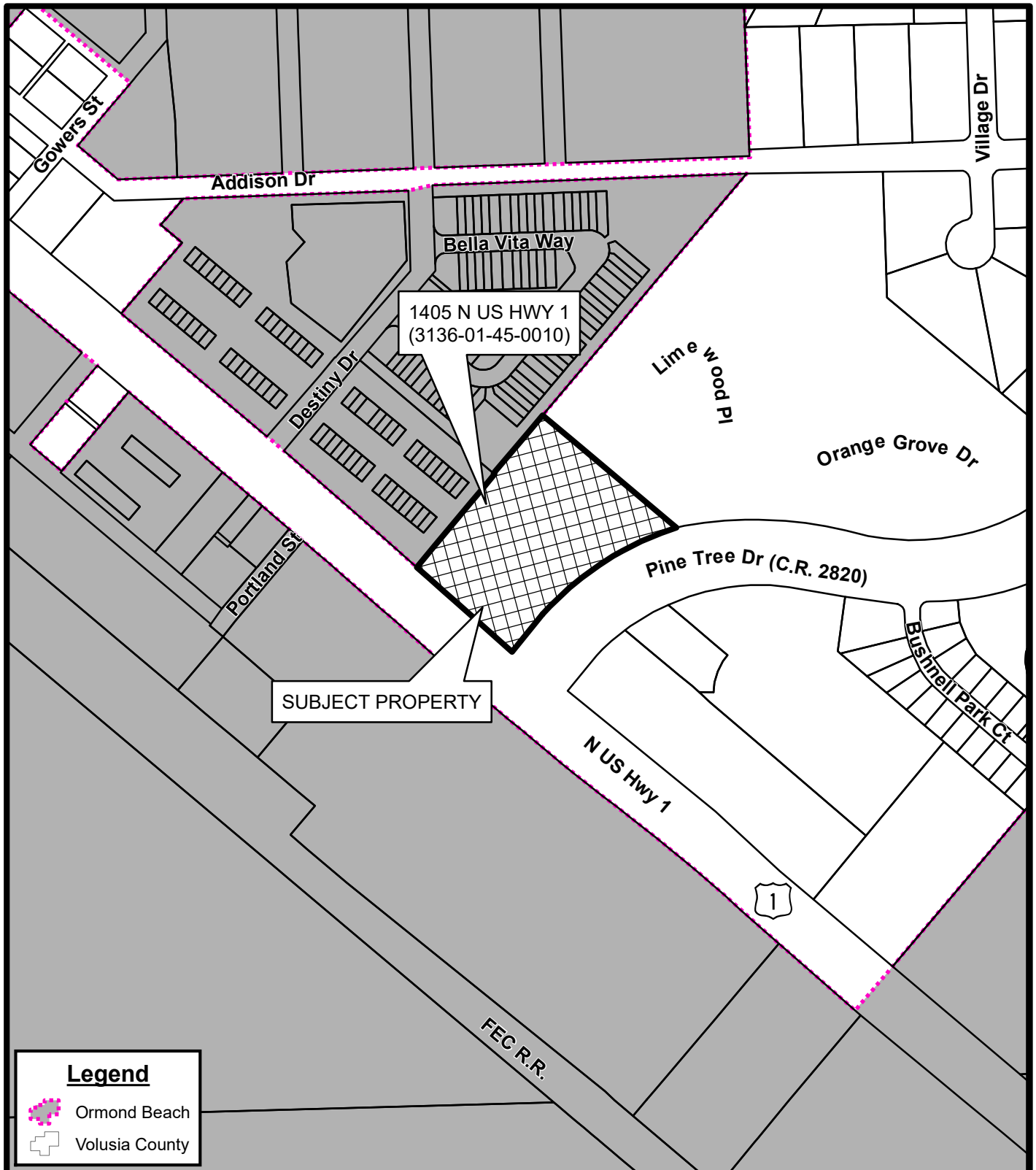




FUTURE LAND USE MAP
1405 N US HIGHWAY 1
(3136-01-45-0010)

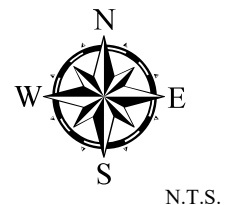
Prepared By: The City of Ormond Beach
 G.I.S. Department - August 19, 2022

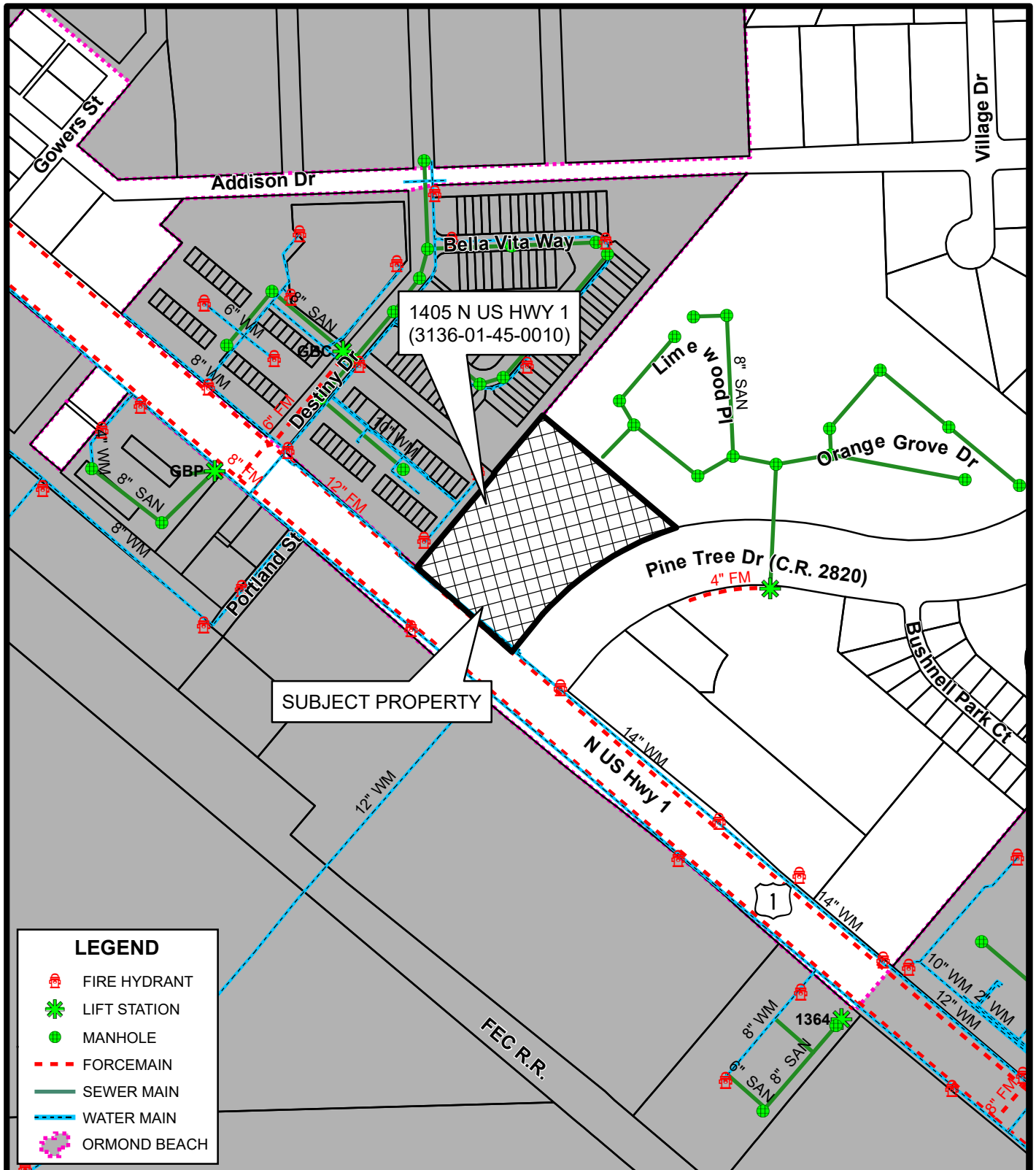




LOCATION MAP
1405 N US HIGHWAY 1
(3136-01-45-0010)

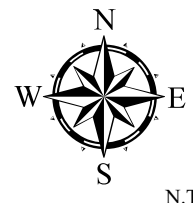
Prepared By: The City of Ormond Beach
 G.I.S. Department - August 19, 2022





UTILITIES MAP 1405 N US HIGHWAY 1 (3136-01-45-0010)

Prepared By: The City of Ormond Beach
G.I.S. Department - August 19, 2022





CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Steven Spraker, Planning Director

Date: September 21, 2022

Subject: Land Use Map Amendment, Volusia County parcels - Plantation Oaks Blvd. & Old Dixie Highway

Commission Goal: Community Development - Other

Introduction

This is a request from the County of Volusia for a Small-Scale Comprehensive Plan Land Use Map amendment for a 33.31± acre property generally located at Old Dixie Highway and Plantation Oaks Boulevard, Volusia County parcels: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100, from Ormond Beach “Low Density Residential” and Volusia County “Urban Low Intensity” to Ormond Beach “Recreation/Open Space”.

Background

The subject property includes three parcels as follows:

Parcel	Existing land use
3124-00-00-0022	Ormond Beach “Low Density Residential”
3239-03-17-0130	Volusia County “Urban Low Intensity”
3239-03-07-0100	Ormond Beach “Low Density Residential”

Parcels 3124-00-00-0022 and 3239-03-07-0100 were formerly part of the Plantation Oaks Planned Residential Development and total of 33.10± acres. This land area has an existing conservation area dedicated to the St. Johns River Water Management District for 175' that abuts the Old Dixie Highway right-of-way. The two parcels were purchased by Volusia County for park land and land preservation. The 33.10± acres were removed from the Plantation Oaks Planned Residential Development with Ordinance 2022-16 and are now being assigned land use and zoning designations consistent with the park land and land preservation purpose. Parcel 3239-03-17-0130 was also acquired by Volusia County and is 0.21 acres and was recently annexed. This parcel is to be combined with the 33.10± acres for parkland and land preservation purposes. The application for the land use and zoning amendments states, “The County

is planning to build a passive recreational trail through the property to compliment the Ormond Scenic Loop". The property is within the National Gardens Development of Regional Impact. The proposed land use is "Recreation/Open Space" and the proposed zoning would be SE, Special Environmental.

Discussion

The requested land use amendment seeks to change the land use designation of the subject property from Ormond Beach "Low Density Residential" and Volusia County "Urban Low Intensity" to Ormond Beach "Recreation/Open Space" on the Future Land Use Map, see Attachment 1. The intended use of the property is for land preservation and park land use, such as a recreational trail.

Planning Board

The Planning Board reviewed the land use map amendment at the August 11, 2022 meeting and recommended approval with a 5-0 vote. There were no individuals who spoke for or against the amendment. The Planning Board minutes are attached to this item.

Budget Impact

There is no budget impact as the result of this land use amendment.

Citizen Impact

There is no citizen impact anticipated with this land use amendment. The application seeks to align the land use with the intended purpose of land preservation and park land use, such as a recreational trail.

Recommendation

It is recommended the City Commission approve the Future Land Use Map amendment for a 33.31± acre property generally located at Old Dixie Highway and Plantation Oaks Boulevard, Volusia County parcels: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100, from Ormond Beach "Low Density Residential" and Volusia County "Urban Low Intensity" to Ormond Beach "Recreation/Open Space". If approved, City staff would transmit the land use amendment to the Volusia County Growth Management Commission and the State Department of Economic Opportunity. The Planning Board recommended approval of the amendment with a 5-0 vote at the August 11, 2022, meeting.

Attachments:

- 22-29 Volusia County Parkland Parcels - Land Use Map Amendment (P22-0133G) (PDF)
- Exhibit A, Legal Description (PDF)

- Exhibit B, VC_PO_AMEND_FLU (PDF)
- 08.11.2022, Volusia County parkland parcels, land use, PB Staff Report (PDF)
- Draft Planning Board minutes (08.11.22) Volusia County Parkland FLUMA (PDF)

REVIEWED BY:


Kelly McGuire, Finance Director 8/29/2022


Claire Whitley, Assistant City Manager 9/13/2022

APPROVED BY:


Joyce A. Shanahan, City Manager 9/13/2022

ORDINANCE NO. 2022-29

AN ORDINANCE AMENDING THE FUTURE LAND USE ELEMENT OF THE COMPREHENSIVE PLAN OF THE CITY OF ORMOND BEACH BY AMENDING THE FUTURE LAND USE MAP TO CHANGE THE DESIGNATION OF THREE PARCELS OF REAL PROPERTY TOTALING 33.31± ACRES GENERALLY LOCATED AT OLD DIXIE HIGHWAY AND PLANTATION OAKS BOULEVARD, VOLUSIA COUNTY PROPERTY APPRAISER PARCEL NUMBERS: 3124-00-00-0022, 3239-03-17-0130, AND 3239-03-07-0100, FROM ORMOND BEACH “LOW DENSITY RESIDENTIAL” AND VOLUSIA COUNTY “URBAN LOW INTENSITY” TO ORMOND BEACH “RECREATION/OPEN SPACE”; PROVIDING FOR CONFLICT; AUTHORIZING TRANSMITTAL; AND SETTING FORTH AN EFFECTIVE DATE.

WHEREAS, the County of Volusia (“Property Owner”) is the fee simple owner of certain real property consisting of approximately 33.31 acres being generally located at Old Dixie Highway and Plantation Oaks Boulevard, Volusia County Property Appraiser parcel numbers: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100, Ormond Beach, Florida, which is legally described and depicted in Exhibit “A” (“Property”) attached hereto and incorporated herein, and

WHEREAS, the Property Owner submitted an application to amend the City’s Comprehensive Land Use Plan (“*Comprehensive Plan*”) by changing the Future Land Use Map designation for the Property described and depicted in Exhibit “A”, from Ormond Beach “Low Density Residential” and Volusia County “Urban Low Intensity” to Ormond Beach “Recreation/Open Space” as depicted in Exhibit “B” attached hereto and incorporated herein, and

WHEREAS, the City Commission has approved Ordinance No. 90-36, as subsequently amended, adopting a *Comprehensive Plan* in accordance with Part II, Chapter 163, *Florida Statutes*, and

WHEREAS, the proposed *Comprehensive Plan* amendment involves a use of fifty (50) acres or less, and

WHEREAS, the proposed *Comprehensive Plan* amendment does not involve a text change to the goals, policies, and objectives of the City's *Comprehensive Plan*, but only proposes a land use change to the Future Land Use Map for small scale development activity, and

WHEREAS, the proposed *Comprehensive Plan* amendment is not located within an area of critical state concern, and

WHEREAS, the Planning Board, as the City's local planning agency, duly held a public hearing, with due public notice, and recommends approval of the proposed *Comprehensive Plan* amendment, and

WHEREAS, the City Commission has conducted public hearings on the proposed *Comprehensive Plan* amendment, as described in §163.3184(11), *Florida Statutes*, and

WHEREAS, the City Commission finds that approval of the proposed *Comprehensive Plan* amendment will preserve the internal consistency of the City's *Comprehensive Plan* pursuant to §163.3177, *Florida Statutes*, and

WHEREAS, the proposed *Comprehensive Plan* amendment shall be submitted to the Volusia Growth Management Commission for a determination of consistency in accordance with Section 202.3 of the Charter of Volusia County, Florida, now therefore,

BE IT ENACTED BY THE PEOPLE OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. The foregoing recitals are incorporated herein by reference as the legislative findings of the Ormond Beach City Commission.

SECTION TWO. The future land use designation on the Future Land Use Map of the *Comprehensive Plan* is hereby changed for three parcels of real property totaling 33.31± acres generally located at Old Dixie Highway and Plantation Oaks Boulevard, Volusia County Property Appraiser parcel numbers: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100, Ormond Beach, Florida, as legally described and depicted in Exhibit “A” attached hereto, from Ormond Beach “Low Density Residential” and Volusia County “Urban Low Intensity” to Ormond Beach “Recreation/Open Space” as described and depicted in Exhibit “B”.

SECTION THREE. In order to make the City of Ormond Beach Comprehensive Plan, as hereby amended, available to the public, a certified copy of the enacting Ordinance, as well as certified copies of the City of Ormond Beach Comprehensive Plan and the amendments thereto, shall be located in the Planning Department of the City of Ormond Beach. The Planning Director shall also make copies available to the public for a reasonable reproduction charge.

SECTION FOUR. The Planning Director is hereby authorized and directed to transmit copies of this Ordinance, and the public hearing notice within ten (10) business days of the date of approval hereof, to the Volusia County Growth Management Commission in accordance with Section 202.3 of the Charter of Volusia County, Florida; and to the Florida Department of Economic Opportunity, and to any other person or entity requesting a copy.

SECTION FIVE. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION SIX. Pursuant to §163.3187(5)(c), *Florida Statutes*, the effective date of this *Comprehensive Plan* amendment shall be 31 days after the adoption of this ordinance (November 5, 2022); provided, however, that if challenged within 30 days after adoption (November 4, 2022), this *Comprehensive Plan* amendment shall not become effective until the Department of Economic Opportunity or the Administration Commission, if applicable, issues a final order determining that the adopted small scale development amendment is in compliance with the Local Government Comprehensive Planning and Land Development Regulation Act; and pursuant to Section 202.3 of the Charter of Volusia County, Florida will become final upon a certification of consistency from the Volusia Growth Management Commission.

PASSED UPON at the first reading of the City Commission, this 21st day of September, 2022.

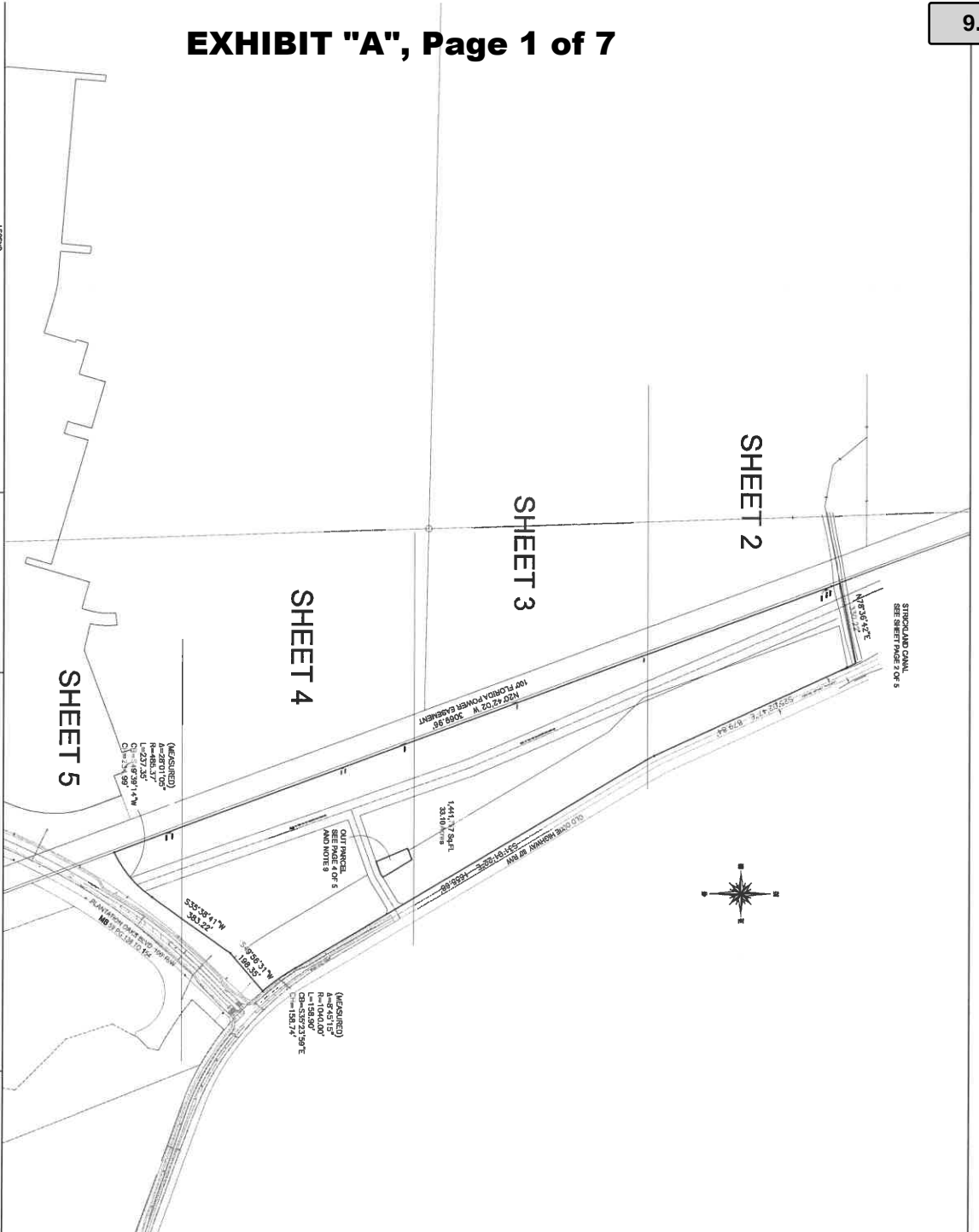
PASSED UPON at the second and final reading of the City Commission, this 5th day of October, 2022.

BILL PARTINGTON
Mayor

ATTEST:

SUSAN CARROLL DAUDERIS
City Clerk

EXHIBIT "A", Page 1 of 7



BOUNDARY SURVEY
FOR
VOLUSIA COUNTY PARK
AT
PLANTATION OAKS

[illegible][illegible][illegible]

[illegible]

100' SOUTHERN BELL EASTWENT
GND. 337' PG. 1475

S.T. JOHNS RIVER
DISTRICT
ORD. 600, 7/98

N20°33'54"W B28.78(O)
N20°33'54"W B28.92(N)

(45)

WACONATED L OF
COUNTRY CLUB
SECTION PART 4

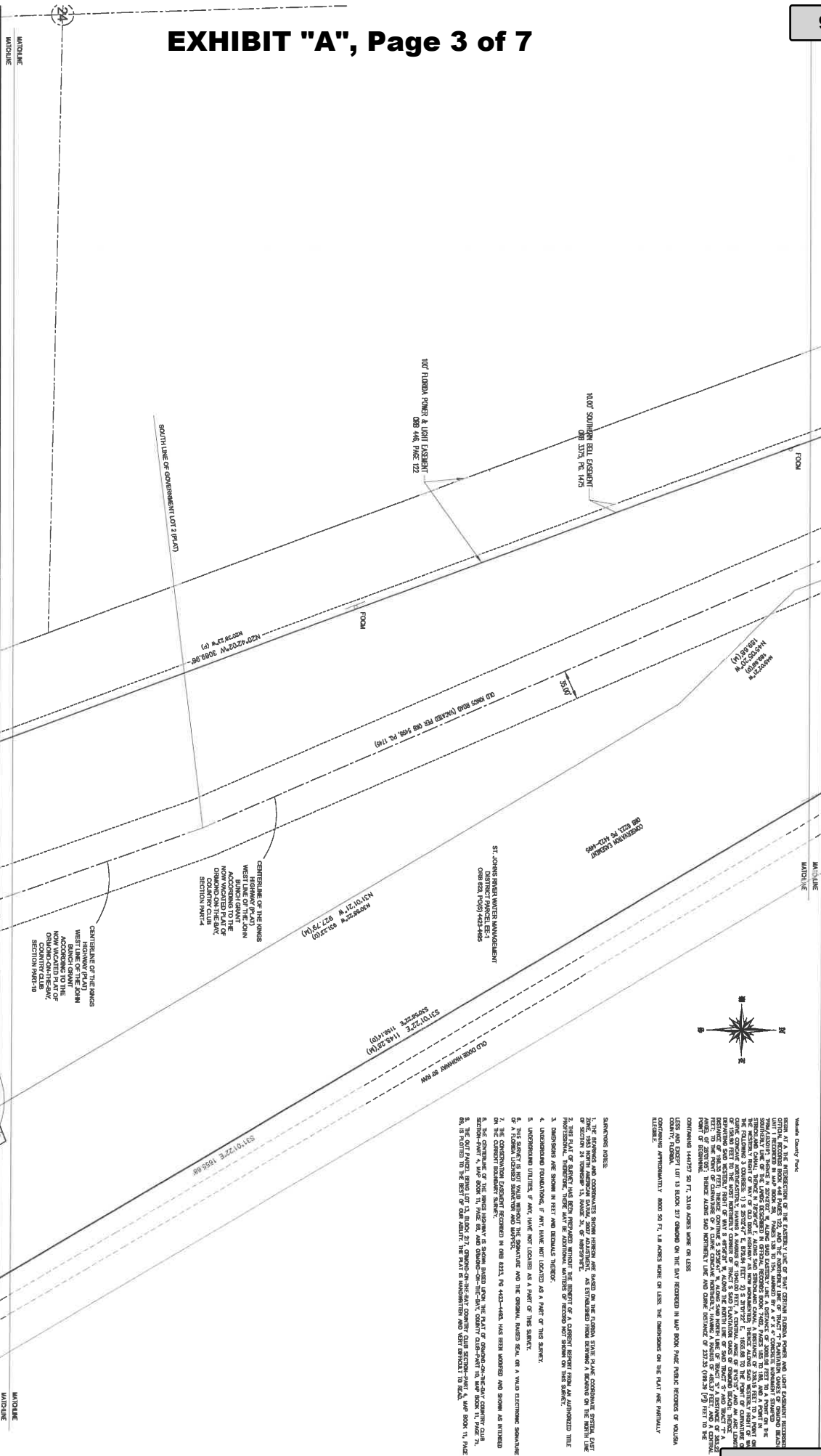
WATER MANAGEMENT
PAGE 11.E
[09] 002-405

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Year	United States (%)	Japan (%)	Germany (%)
1950	8	15	12
1960	9	16	13
1970	10	17	14
1980	11	18	15
1990	12	19	16
2000	13	20	17
2010	14	20	17
2020	14	20	17
2030	15	20	18
2040	15	20	18
2050	15	20	18



JOB NO
21-07553

[illegible][illegible]

SLIGER & ASSOCIATES, INC.
PROFESSIONAL LAND SURVEYORS
10000 W. US HWY 90, SUITE 100
FORT COLLINS, CO. 80501
970.226.1111
www.sligerandassociates.com
LICENSED BUSINESS CERTIFICATION NUMBER 3019

**VOLISIA COUNTY PARK AT
PLANTATION OAKS
ORMOND BEACH, FL**

FOR: COUNTY OF VOLISIA

SHEET 3 OF 5
 BOUNDARY
 SURVEY
 TO BE PERFORMED FOR THE SALE AND EXCLUSIVE RIGHTS OF THE UNITED STATES OF AMERICA TO THE NATURAL GAS RESOURCES OF THE PUBLIC LANDS OF THE UNITED STATES, AND SHALL NOT BE REPLIED UPON BY OTHER CLAIMANTS.
 ORDERED TO BE FORWARDED TO THE SURVEYOR GENERAL OF THE UNITED STATES DEPARTMENT OF THE INTERIOR, WASHINGTON, D.C. 20540, BY THE SURVEYOR GENERAL OF THE BUREAU OF LAND MANAGEMENT, WASHINGTON, D.C. 20540, ON THE 15TH DAY OF JANUARY, 1998.
 J. L. HARRIS, JR., DISTRICT SURVEYOR
 BUREAU OF LAND MANAGEMENT
 WASHINGTON, D.C. 20540

**BOUNDARY
SURVEY**

J.C. ZWERTZ, P.L.S., NO. 4048
FLORIDA SURVEYING BOARD
C/O VAN DUSEN, P.L.S., NO. 8149
FLORIDA SURVEYING BOARD
MOBILE 5, ALABAMA, P.O. BOX 6228

EXHIBIT "A", Page 4 of 7

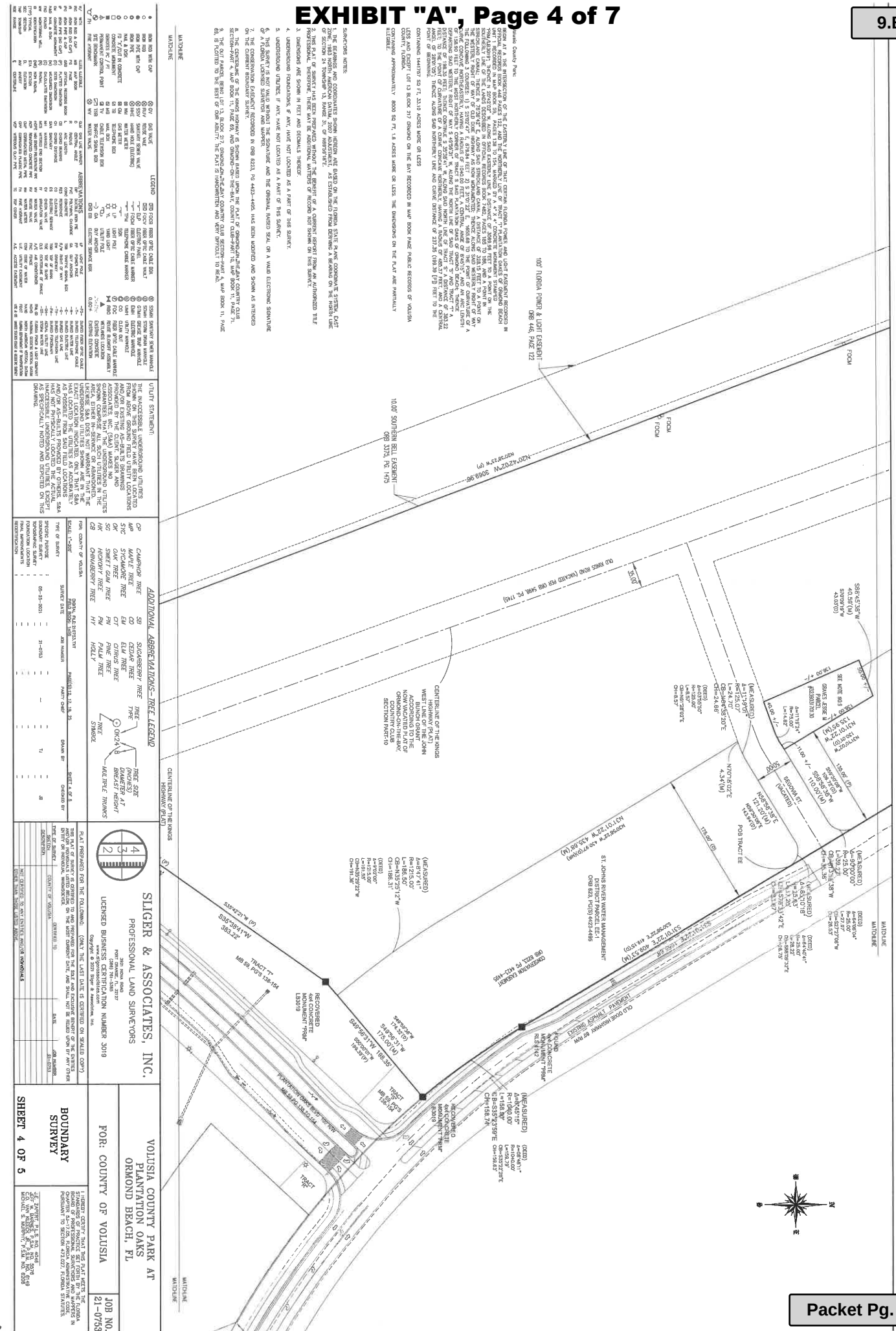
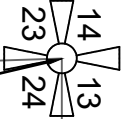


EXHIBIT "A", Page 5 of 7

SYMBOLS AND NOTES: 1. THE BOUNDARIES AND CORNERS SHOWN HEREON ARE BASED ON THE FLORIDA STATE PLATING COMMISSION'S SURVEY, EAST 1/2, 1/4, 1/8, 1/16, 1/32, 1/64, 1/128, 1/256, 1/512, 1/1024, 1/2048, 1/4096, 1/8192, 1/16384, 1/32768, 1/65536, 1/131072, 1/262144, 1/524288, 1/1048576, 1/2097152, 1/4194304, 1/8388608, 1/16777216, 1/33554432, 1/67108864, 1/134217728, 1/268435456, 1/536870912, 1/1073741824, 1/2147483648, 1/4294967296, 1/8589934592, 1/17179869184, 1/34359738368, 1/68719476736, 1/137438953472, 1/274877906944, 1/549755813888, 1/1099511627776, 1/2199023255552, 1/4398046511104, 1/8796093022208, 1/17592186044416, 1/35184372088832, 1/70368744177664, 1/140737488355328, 1/281474976710656, 1/562949953421312, 1/1125899906842624, 1/2251799813685248, 1/4503599627370496, 1/9007199254740992, 1/18014398509481984, 1/36028797018963968, 1/72057594037927936, 1/144115188075855872, 1/288230376151711744, 1/576460752303423488, 1/1152921504606846976, 1/2305843009213693952, 1/4611686018427387904, 1/9223372036854775808, 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EXHIBIT "A", Page 6 of 7



POINT OF COMMENCEMENT
NW CORNER SECTION 24,
TOWNSHIP 13 SOUTH,
RANGE 31 EAST
FOUND 4"x4" CM (NO ID)

S89°57'37"E
530.94'

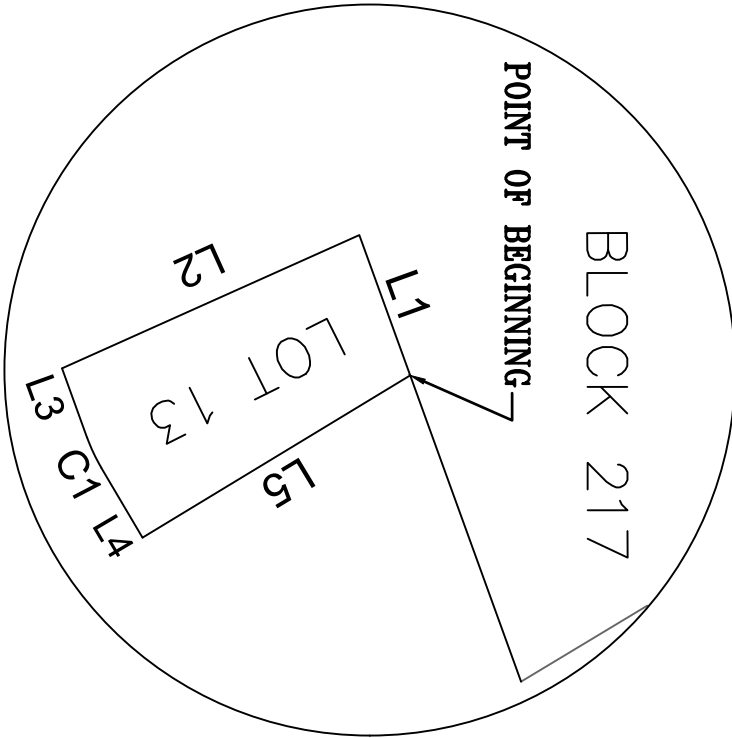
S39°18'33"E
970.33'

S79°15'13"E
1984.77'

N78°39'47"E
641.29'

S24°59'47"E
879.74'

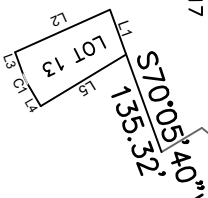
OLD DIXIE HIGHWAY (80' PUBLIC R/W)
S30°58'22"E
1067.22'



Line Table		
Line #	Length	Direction
L1	61.94'	S70° 05' 40"W
L2	135.37'	S24° 08' 31"E
L3	30.50'	N70° 05' 40"E
L4	33.68'	N59° 26' 28"E
L5	130.01'	N31° 13' 42"W

Curve Table			
Curve #	Length	Radius	Delta
C1	13.95'	75.00'	10° 39' 16"

BLOCK 217



NO.	DATE	REVISIONS	BY

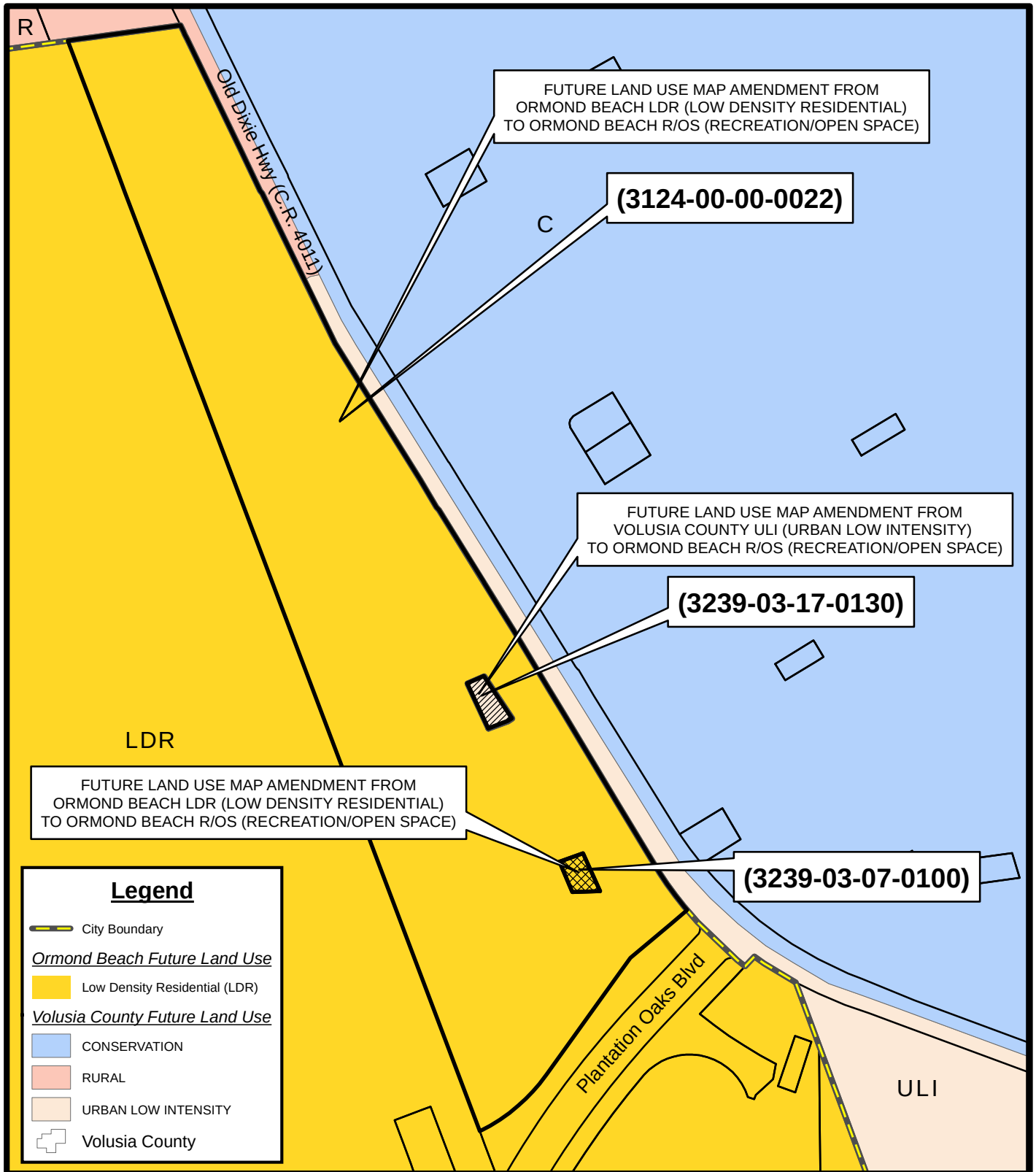
City of Ormond Beach		Engineering Division
DATE:	06/23/2022	PROJECT NO.:
SCALE:	N.T.S.	FILE NAME:
DRAWN BY:	CO	SHEET: 2 OF 2

EXHIBIT "A", Page 7 of 7**DESCRIPTION:**

LOT 13, BLOCK 217, ORMOND ON THE BAY, OR 8201, PG 0825, AS RECORDED IN THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

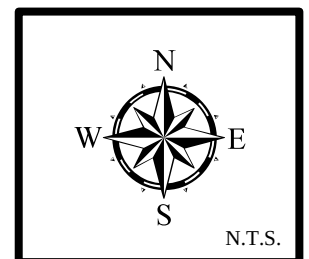
FROM A POINT OF COMMENCEMENT, SAID POINT BEING THE NORTHWEST CORNER OF SECTION 24, TOWNSHIP 13 SOUTH, RANGE 31 EAST; THENCE S89°57'37"E ALONG THE NORTH LINE OF SAID SECTION 24 A DISTANCE OF 530.94 FEET; THENCE S39°18'33"E DEPARTING SAID SECTION LINE A DISTANCE OF 970.33 FEET; THENCE S79°15'13"E A DISTANCE OF 1984.77 FEET; THENCE N78°39'47"E A DISTANCE OF 641.29 FEET TO THE WESTERLY RIGHT OF WAY LINE OF OLD DIXIE HIGHWAY (AN 80 FOOT RIGHT-OF-WAY AS NOW LAID OUT AND OCCUPIED); THENCE S24°59'47"E ALONG SAID WESTERLY RIGHT-OF-WAY LINE A DISTANCE OF 879.74 FEET; THENCE S30°58'22"E CONTINUING ALONG SAID RIGHT-OF-WAY LINE A DISTANCE OF 1067.22 FEET; THENCE S70°05'40"W DEPARTING SAID RIGHT-OF-WAY LINE A DISTANCE OF 135.32 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S70°05'40"W A DISTANCE OF 61.94 FEET; THENCE S24°08'31"E A DISTANCE OF 135.37 FEET; THENCE N70°05'40"E A DISTANCE OF 30.50 FEET TO A POINT OF CURVATURE CONCAVE TO THE NORTH, HAVING A RADIUS OF 75.00 FEET, A CHORD BEARING OF N64°46'04"E, A CHORD LENGTH OF 13.95 FEET, AND A CENTRAL ANGLE OF 10°39'16", THENCE 13.93 FEET ALONG THE ARC OF SAID CURVE TO THE POINT OF TANGENCY THEROF; THENCE N59°26'28"E DEPARTING SAID CURVE A DISTANCE OF 33.68 FEET; THENCE N31°13'42"W A DISTANCE OF 130.01 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINING 9,354 S.F. OF 0.21 ACRES MORE OR LESS



FUTURE LAND USE MAP
(3124-00-00-0022)
& (3239-03-17-0130) & (3239-03-07-0100)

Prepared By: The City of Ormond Beach
 G.I.S. Department - July 19, 2022



STAFF REPORT

City of Ormond Beach Department of Planning

MEETING DATE: August 11, 2022

SUBJECT: Volusia County parkland parcels: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100 generally located at Old Dixie Highway and Plantation Oaks Boulevard – Small-Scale Land Use Map Amendment

APPLICANT: County of Volusia

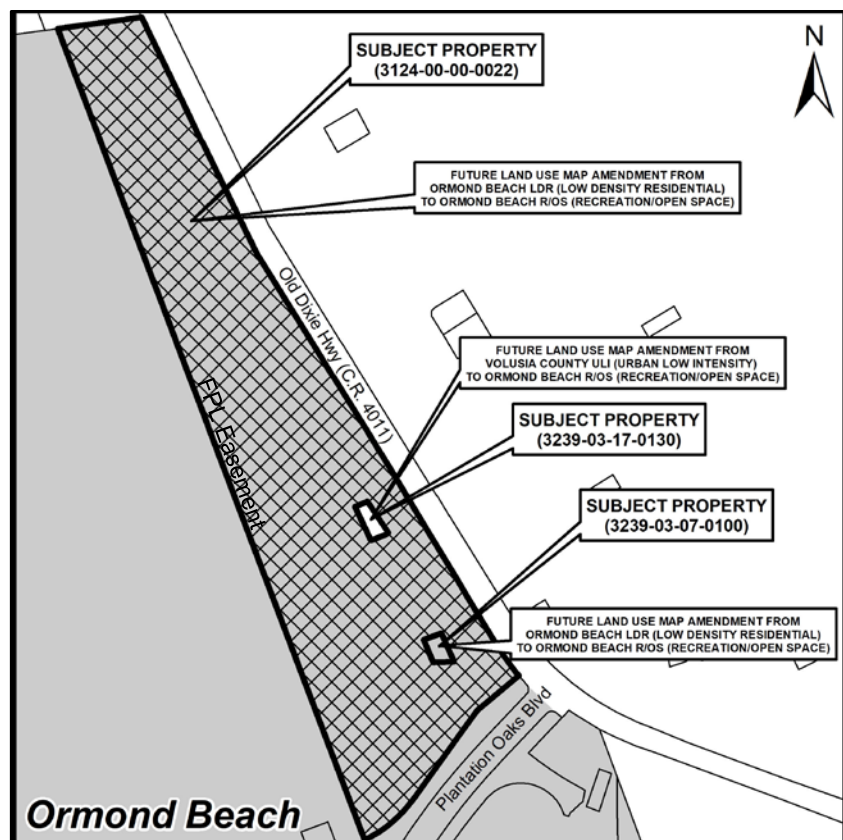
NUMBER: LUPA 2202-057

PROJECT PLANNER: Steven Spraker, AICP, Planning Director

INTRODUCTION: This is a request from the County of Volusia for a Small-Scale Comprehensive Plan Land Use Map amendment for a 33.31± acre property generally located at Old Dixie Highway and Plantation Oaks Boulevard, Volusia County parcels: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100, from Ormond Beach “Low Density Residential” and Volusia County “Urban Low Intensity” to Ormond Beach “Recreation/Open Space”. The subject property is shown in Exhibit 1:

EXHIBIT 1: Volusia County parkland parcels:

3124-00-00-0022;
3239-03-17-0130; and
3239-03-07-0100



BACKGROUND: The subject property includes three parcels as follows:

EXHIBIT 2: Existing land uses:

Parcel	Existing land use
3124-00-00-0022	Ormond Beach "Low Density Residential"
3239-03-17-0130	Volusia County "Urban Low Intensity"
3239-03-07-0100	Ormond Beach "Low Density Residential"

Parcels 3124-00-00-0022 and 3239-03-07-0100 were formerly part of the Plantation Oaks Planned Residential Development and total of 33.10± acres. This land area has an existing conservation area dedicated to the St. Johns River Water Management District for 175' that abuts the Old Dixie Highway right-of-way. The two parcels were purchased by Volusia County for park land and land preservation. The 33.10± acres were removed from the Plantation Oaks Planned Residential Development with Ordinance 2022-16 and are now being assigned land use and zoning designations consistent with the park land and land preservation purpose. Parcel 3239-03-18-0130 was also acquired by Volusia County and is 0.21 acres. This parcel is to be combined with the 33.10± acres for parkland and land preservation purposes. Parcel 3239-03-17-0130 required annexation which is scheduled for the August 3, 2022 and August 16, 2022 City Commission meetings. The application for the land use and zoning amendments states, "The County is planning to build a passive recreational trail through the property to compliment the Ormond Scenic Loop". The property is within the National Gardens Development of Regional Impact. The proposed land use is "Recreation/Open Space" and the proposed zoning would be SE, Special Environmental.

The Future Land Use Element of the City of Ormond Beach Comprehensive Plan provides the purpose, density and maximum floor area ratio for the existing "Low Density Residential" land use category which includes parcels 3124-00-00-0022 and 3239-03-07-0100 (33.10± acres):

The existing City land use of "Low Density Residential" states the following:

Purpose: To protect and encourage the continued development of typical single-family residential areas and stabilize and protect the character of such neighborhoods. Institutional uses may be permitted in accordance with the maximum floor area ratio.

Density: up to 4.3 units per acre

Maximum FAR: 0.2

The Future Land Use Element of the Volusia County Comprehensive Plan provides the purpose, density and maximum floor area ratio for the existing "Urban Low Intensity" land use category which includes parcel 3239-03-07-0100 (±0.21 acres):

The existing Volusia County land use of “Urban Low Intensity (ULI)” states the following:

Urban Low Intensity (ULI)

Areas for low density residential dwelling units with a range of two-tenths (0.2) to four (4) dwelling units per acre. In reviewing rezoning requests, the specific density will depend on locational factors, particularly compatibility with adjacent uses and availability of public facilities. This residential designation is generally characterized by single family type housing, e.g., single family detached and attached, cluster and zero lot line. This designation will allow existing agricultural zoning and uses to continue.

The ULI designation is primarily a residential designation but may also allow neighborhood convenience uses (see Shopping Center definition in Chapter 20) and individual office buildings as transitional uses that meet the Comprehensive Plan's location criteria. The commercial intensity shall be limited to no more than a fifty percent Floor Area Ratio (0.50 FAR) and in a manner to be compatible with the allowable residential density. In order to be considered compatible, the commercial development should be oriented to serve adjacent neighborhoods, reflect comparable traffic generation, similar traffic patterns, building scale, landscaping and open space and buffers. Due to the nature of some of the commercial uses, additional landscaping and visual screening shall be provided through the BPUD process when adjacent to low density residential in order to preserve the character of the neighborhood. More intensive neighborhood commercial use shall be reserved to areas designated for Commercial.

All requests for nonresidential uses within one-quarter ($\frac{1}{4}$) mile of another jurisdiction shall require notification to that jurisdiction.

Application process: The proposed land use amendment schedule of the subject property is as follows:

EXHIBIT 3: Tentative land use amendment schedule:

Action	Date
Planning Board	August 11, 2022
City Commission 1 st Reading	September 21, 2022
City Commission 2 nd Reading	October 5, 2022
Transmit to Volusia County Growth Management Commission and adjoining jurisdictions	October 12, 2022
Transmit Courtesy Copy to Florida Department of Economic Opportunity (DEO)	October 12, 2022

The following public notices have or are required to occur:

EXHIBIT 4: Public Notice:

Public Notice	Date	Notes
Certified abutter letters for Planning Board	July 26, 2022	300' radius
Newspaper advertisement for Planning Board	July 29, 2022	
Abutter letters for City Commission meetings	Scheduled September 2, 2022	300' radius
Newspaper advertisement for City Commission, 1 st reading	Scheduled September 9, 2022	
Newspaper advertisement for City Commission, 2 nd reading	Scheduled September 23, 2022	

The project has also been posted on the city website under the Planning Department at:
(1) Development Reports, <https://www.ormondbeach.org/247/Development-Projects> and
(2) Public Hearing Advertisements and Notices, <https://www.ormondbeach.org/1000/Public-Hearing-Advertisements-and-Notice>.

ANALYSIS:

The requested land use amendment seeks to change the land use designation of the subject property from Ormond Beach “Low Density Residential” and Volusia County “Urban Low Intensity” to Ormond Beach “Recreation/Open Space” on the future land use map, see Attachment 1. The intended use of the property is for land preservation and park land use, such as a recreational trail. This land area has an existing conservation area dedicated to the St. Johns River Water Management District for 175’ that abuts the Old Dixie Highway right-of-way.

The proposed land use is Ormond Beach “Recreation/Open Space” and the Future Land Use Element of the Comprehensive Plan provides the following purpose, density and floor area ratio:

Recreation/Open Space (R/OS)

Purpose: To provide land for public, semipublic, or privately-owned areas intended for active recreational uses. Permitted uses within this category include ball fields, golf courses, archery ranges, sports complexes, outdoor recreation areas, contoured golf courses, public parks, picnic areas and gymnasiums. Recreation uses are provided for in all zoning districts as principal uses or special exceptions depending on the specific districts and whether they are public or private and indoor or outdoor.

Density: Not permitted.

Maximum FAR: 0.5

Policy 2.5.2. of the Future Land Use Element of the Comprehensive Plan provides the criteria listed below to review land use amendments:

1. Whether the future land use amendment is consistent with the Comprehensive Plan Goals, Objectives and Policies.

The proposed future land use amendment is based on the final intended use of a passive recreational trail and land preservation. The land area was removed from the previously approved Plantation Oaks Planned Residential Development and is being designated "Recreation/Open Space", an appropriate land use category. The proposed land use allows the recreational trail.

The city recently adopted the Park & Recreation Master Plan update. The update demonstrated that passive recreational trails and land preservation were high priorities. The proposed land use is consistent with the intended use of the property and the Goals, Objectives, and Policies of the Comprehensive Plan.

2. Whether the proposed plan amendment meets the criteria established in the Florida Statutes:

In accordance with Chapter 163.3187(1), Florida Statutes, any local government Comprehensive Plan amendments directly related to proposed small-scale development activities may be approved without regard to statutory limits on the frequency of consideration of amendments to the local Comprehensive Plan. A small-scale development amendment may be adopted only under the following conditions:

a. The proposed amendment involves a use of 50 acres or fewer.

The subject property is 33.31± acres (less than 50 acres).

b. The proposed amendment does not involve a text change to the goals, policies, and objectives of the local government's Comprehensive Plan, but only proposes a land use change to the future land use map for a site-specific small-scale development activity. However, text changes that relate directly to, and are adopted simultaneously with, the small-scale future land use map amendment shall be permissible under this section.

The proposed amendment is solely to the Future Land Use Map and does not propose any text amendments to the City's Comprehensive Plan.

c. The property that is the subject of the proposed amendment is not located within an area of critical state concern, unless the project subject to the proposed amendment involves the construction of affordable housing units meeting the criteria of s. 420.0004(3), and is located within an area of critical state concern designated by s. 380.0552 or by the Administration Commission pursuant to s. 380.05(1).

This criterion is not applicable as the site location is not located within an area of state critical concern.

3: Whether the land use is an appropriate use of the land.

The adjacent land use designations and zoning classifications are shown in Exhibit 5 below:

EXHIBIT 5: Land use and zoning designations:

Land Use and Zoning Designations of Adjacent Property			
	Current Land Uses	Future Land Use Designation	Zoning Classifications
North	Proposed Dixie Ridge PUD	Volusia County existing "Rural", Volusia County proposed "Urban Low Intensity"	Volusia County Planned Unit Development (PUD) – Dixie Ridge
South	Vacant – Plantation Oaks PRD	City "Low Density Residential"	City Plantation Oaks Planned Residential Development (PRD)
East	State of Florida conservation land	Volusia County "Conservation"	Volusia County "Conservation"
West	Vacant – Plantation Oaks PRD	City "Low Density Residential"	City Plantation Oaks Planned Residential Development (PRD)

The "Recreation/Open Space" land use is appropriate to allow a recreation trail and the preservation of land, including the 175' within an existing conservation easement.

4. Whether there is adequate infrastructure to serve the proposed land use.

The analysis of infrastructure needs for a comprehensive plan amendment is different from a concurrency review for a site plan. Impact analysis examines the maximum expected impacts of the current designation versus the requested designation based on a preliminary development scenario. This analysis is not meant to replace or contradict the findings of a Concurrency Management Review. However, the relative differences between designations can provide useful information in the long-range planning process. The 33.31± acres were purchased specifically for land preservation and a recreational trail.

EXHIBIT 6: Impact analysis:

Parcel size:	33.31± acres		
Allowed entitlements	Existing LDR land use	Existing VC ULI land use	Proposed R/OS
Maximum density (residential) per acre	4.3	4	0
Maximum floor area ratio (commercial or institutional)	0.2	0.5	0.5

The existing land use allows a theoretical maximum of 143 residential units and non-residential uses such as a house of worship. The previous zoning approval for the Plantation Oaks subdivision allowed 76 single-family lots. With the purchase of the land area by Volusia County, the single-family lots have been relocated and the subject property has been removed from the Plantation Oaks subdivision development order. The proposed land use will not allow any residential units.

Water and Sewer: The existing wastewater treatment plant is currently permitted for a rated capacity of 8 million Gallons per Day (MGD) for wastewater influent flow from the sanitary sewer collection system. The most recent annual period average daily flow to the facility is 4.98 MGD. The most recent annual period average daily treated effluent flow to reuse customers is 3.30 MGD. Approved development projects proposed, 0.58 MGD for waste water treatment added with current wastewater plant flow is estimated at 5.56 MGD at build out. The plant capacity remaining is 2.44 MGD if all approved projects are built out. The LOS for sanitary sewer continues to be met.

The City operates a single water treatment plant having a permitted and rated capacity remaining at 12 million Gallons per Day (MGD). The existing demand for water use during the most recent annual period is 5.50 MGD. When the proposed projects of 0.55 for the city's service area are added to the existing demand, the total is 6.05 MGD. There is a remaining capacity of 5.95 MGD if all approved projects are built out. The LOS for potable water service continues to be met.

Existing utilities exist along Plantation Oaks Boulevard that was designed to serve the original plan of 76 single-family lots. The proposed use of a passive recreational trail and land preservation shall not require any utilities. The land use application reduces the maximum development scenario from 143 residential units (143 units X 256 gallons of water/sewer per day = 36,608 gallons per day) to 0 residential units.

Traffic:

The proposed land use amendment would reduce the theoretical maximum development impact from the existing 143 single-family homes to a park use. The proposed park use presented to city staff is a walking path that meanders in the non-conservation area of the property with a small parking area. No buildings have been proposed as part of the park development.

The Institute of Traffic Engineering (ITE), 10th edition projects that 143 residential units (ITE#210 of 9.44 trips per residential unit) would generate 1,350 average daily trips. The ITE trip generation for public parks (ITE#411 of 0.78 trips per acre) would generate 26 average daily trips. The proposed land use amendment will reduce the average daily trips by 1,324 generated from the 33.31± acre property.

Stormwater Management: Any future (none planned) site development would require a stormwater management system.

Solid Waste: Solid waste provision would be addressed at the time of site development.

Schools: School concurrency is required for subdivisions greater than 10 units. The proposed land use amendment would eliminate the ability for any residential density. There are no school impacts as the result of the proposed land use amendment.

Recreation: Ormond Beach has approximately 602 acres of park land and facilities and the proposed amendment would have no impact on the city recreation level of service. The project would provide a Volusia County park and land preservation which was a high priority in the Park & Recreation Master Plan update.

Other Services: City police and fire protection services serve this area. The parcel is located within an approximate 4-5-minute response time from emergency facilities. There is no impact to other city services.

5. Whether the proposed map amendment impacts surrounding jurisdictions.

The proposed land use amendment is for lands owned by Volusia County and no impacts to surrounding jurisdictions are expected. Volusia County and city planning staff members have coordinated on this land use application and development within the National Gardens Development of Regional Impact.

RECOMMENDATION:

Staff recommends that the Planning Board recommend **APPROVAL** of a Future Land Use map amendment for a 33.31± acre property generally located at Old Dixie Highway and Plantation Oaks Boulevard, Volusia County parcels: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100, from Ormond Beach "Low Density Residential" and Volusia County "Urban Low Intensity" to Ormond Beach "Recreation/Open Space".

Attachments:

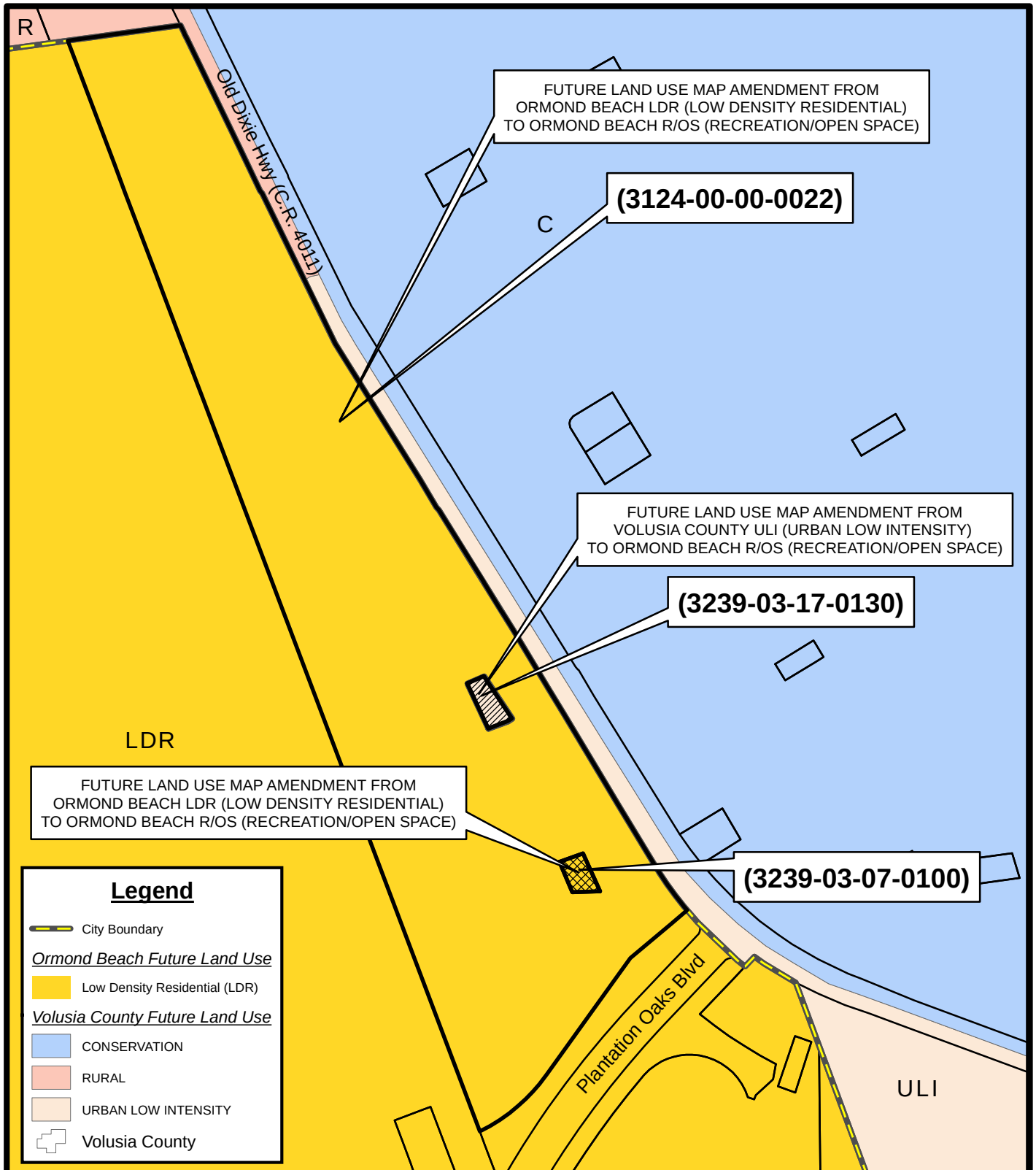
Exhibit 1: Proposed land use, zoning, location and aerial maps

Exhibit 2: Application submittal

Exhibit 3: Sketch and legal description of Volusia County parcel number 3239-03-17-0130

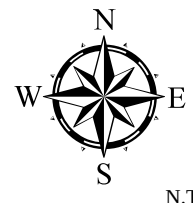
ATTACHMENT 1

Proposed land use, zoning,
location and aerial maps

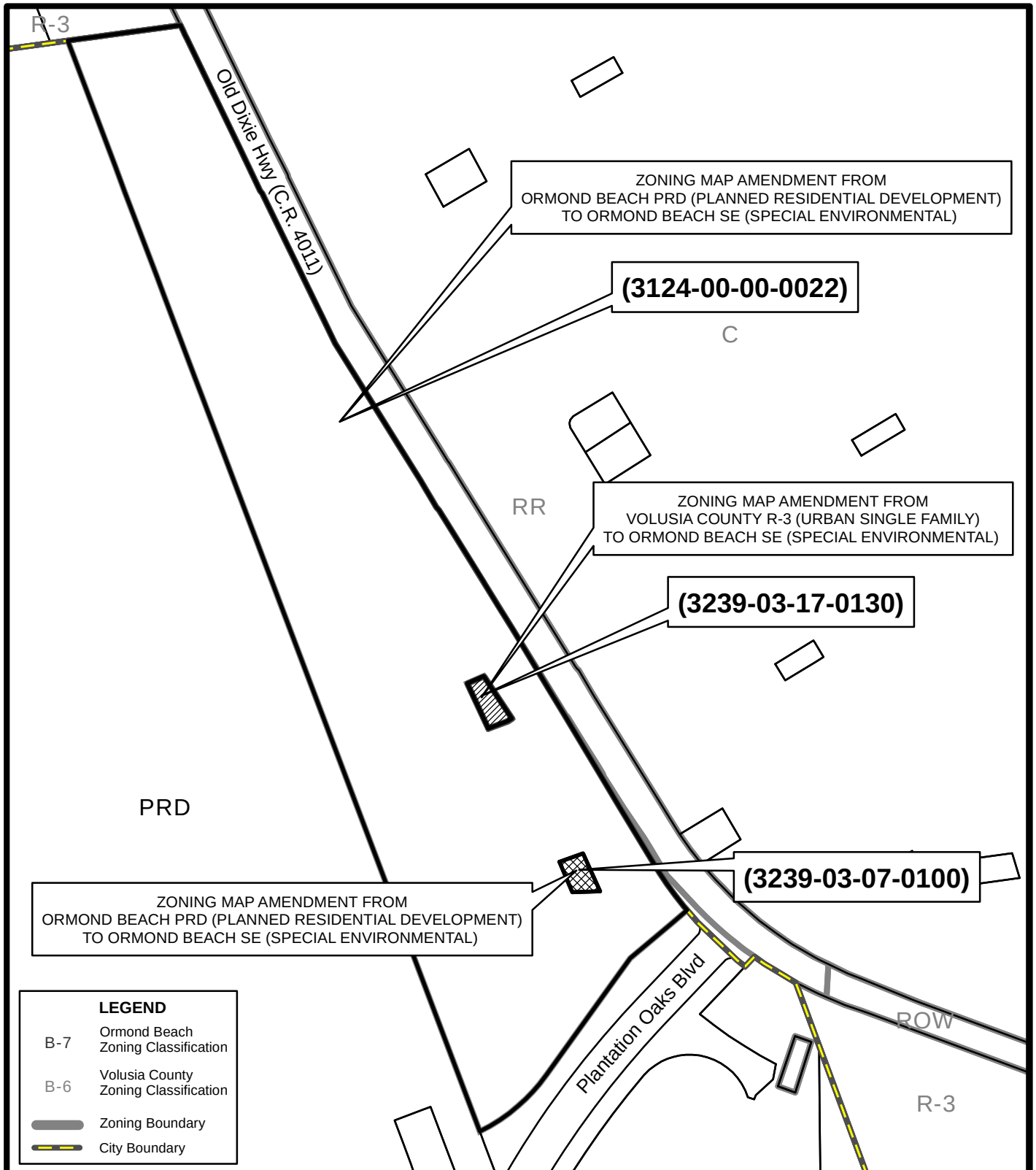


FUTURE LAND USE MAP
(3124-00-00-0022)
& (3239-03-17-0130) & (3239-03-07-0100)

Prepared By: The City of Ormond Beach
 G.I.S. Department - July 19, 2022

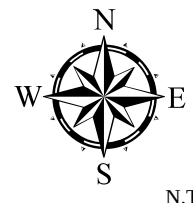


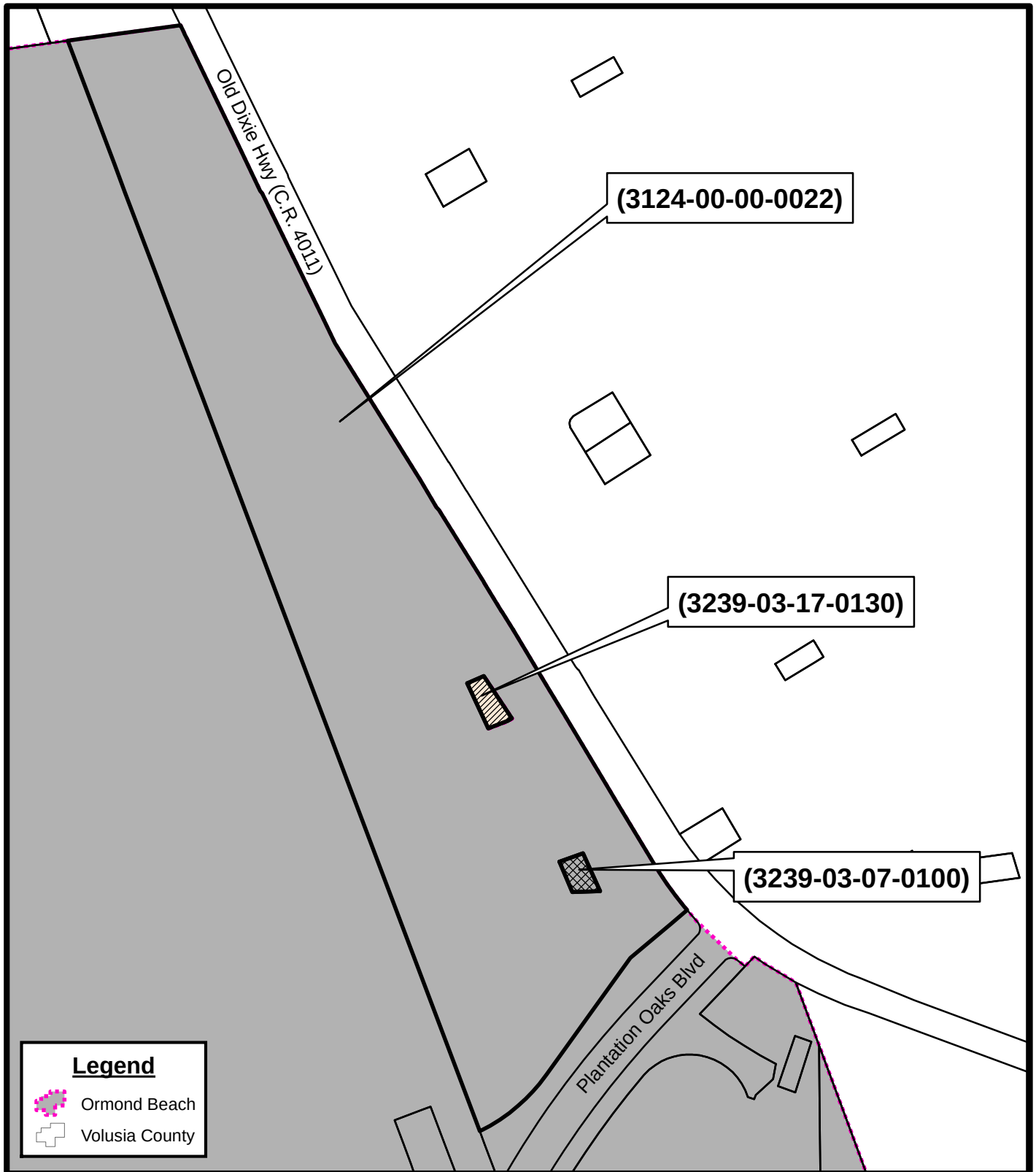
N.T.S.



ZONING MAP
(3124-00-00-0022)
& (3239-03-17-0130) & (3239-03-07-0100)

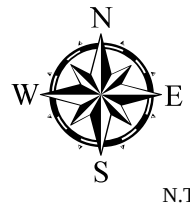
Prepared By: The City of Ormond Beach
 G.I.S. Department - July 19, 2022





LOCATION MAP
(3124-00-00-0022)
& (3239-03-17-0130) & (3239-03-07-0100)

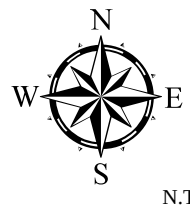
Prepared By: The City of Ormond Beach
 G.I.S. Department - July 19, 2022





AERIAL MAP
(3124-00-00-0022)
& (3239-03-17-0130) & (3239-03-07-0100)

Prepared By: The City of Ormond Beach
 G.I.S. Department - July 19, 2022



ATTACHMENT 2

Application submittal



March 30, 2022

Mr. Steven Spraker
Planning Director
City of Ormond Beach
22 South Beach Street, Room 104
Ormond Beach, FL 32174

Subject: CPA and Rezoning Request
County Park Donation – Plantation Oaks PRD

Dear Mr. Spraker:

Please find attached a Public Hearing Application for the County Park Donation associated with the Plantation Oaks PRD. We have included the deeds, survey, and property record cards for Parcel #s 3214-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100. The county is planning to build a passive recreational trail through the property to compliment the Ormond Scenic Loop.

Let me know if there is an additional application that needs to be filed to obtain a conditional use permit to allow the trail to be constructed and maintained by the County Parks Department. If you have any questions or need additional information to process our Public Hearing Application, please feel free to contact me at the number below. As always, it is a pleasure working with our colleagues at the City of Ormond Beach.

Sincerely,

Trish Smith, AICP
Planning and Development Services Division
123 West Indiana Avenue, Room 202
DeLand, FL 32720-4604
(386) 736-5959. Extension 12943
pssmith@volusia.org



Updated October 1, 2021

City of Ormond Beach Public Hearing Application

Planning Department

22 South Beach Street, Room 104, Ormond Beach, FL 32174

(386) 676-3238

www.ormondbeach.orgcomdev@ormondbeach.org

INSTRUCTIONS

Public hearing applications require City Commission action with many types being reviewed by the Planning Board to provide a recommendation. Some public hearing items require site plan review. Please complete the application and fee worksheet. Assistance is available by e-mailing comdev@ormondbeach.org or calling (386) 676-3238.

PROJECT INFORMATION

Project Type:*	CPA and rezoning	*Complete fee sheet (page 3)
Project Name:	County Park Donation Plantation Oaks PUD	
Project Address:	2602 Old Dixie Highway, Ormond Beach, FL 32174	
Volusia County parcel number(s):	3124-00-00-0022, 3239-03-17-0130, 3239-03-07-0100	
Description:	1) Future land use change from Low Density Residential (LDR) to Recreation/Open Space (R/OS); 2) Rezoning from Planned Residential Development (PRD) and Rural Residential (RR) to Special Environment (SE) zoning district for development of a recreational trail along the Ormond Scenic Loop.	
Pre-application date:	see email 3/28/22- Spraker	Pre-application waiver granted: Spraker email 3/28/22

PROJECT COORDINATOR

Name:	Trish Smith, AICP, Volusia County Planning and Development Services
Address:	123 West Indiana Avenue, Room 202
City, State, Zip code:	DeLand, FL 32720-4604
Telephone:	386-736-5959, ext 12943
E-mail:	pssmith@volusia.org

APPLICANT INFORMATION

Same as project coordinator	☐	Same as property owner	☒
Name:	George Recktenwald, County Manager, County of Volusia		
Address:	123 West Indiana Avenue		
City, State, Zip code:	DeLand, FL 32720		
Telephone:	386 736-5920		
E-mail:	grecktenwald@volusia.org		

PROPERTY OWNER

Same as project coordinator	☐	Same as property owner	☒
Name:	County of Volusia		
Address:	123 West Indiana Avenue		
City, State, Zip code:	DeLand, FL 32720		
Telephone:			
E-mail:			

VIEW ONLY ACCESS TO PROJECT DOX (Provides viewing access to project)

Name:	Trish Smith	E-mail:	pssmith@volusia.org
Name:	Clay Ervin	E-mail:	cervin@volusia.org
Name:	Carol McFarlane	E-mail:	cmcfarlane@volusia.org
Name:		E-mail:	

CERTIFICATION

By submitting this application, I hereby certify that the information provided is true and correct to the best of my knowledge and that I am aware of the application submittal requirements and the review process for this application. I authorize Ormond Beach staff to access the subject property during typical business hours to review the public hearing application.

Signature: _____

STATE OF FLORIDA

COUNTY OF Volusia

The forgoing instrument was acknowledged before me this 30th day of MARCH, 2022, by George Reckterwald as County Manager (title*) for County of Volusia (name of corporation*), who () provided _____ as identification, or (☒) who is personally known to me.



INGRID RODRIGUEZ MONTOYA
Commission # HH 031024
Expires September 30, 2024
Bonded Thru Budget Notary Services

Ingrid F. Montoya
Notary Public, State of Florida

My Commission Expires: 9-30-2024

* If you are executing this document on behalf of a corporation please complete the spaces with your title and the name of your company as indicated.



Updated October 1, 2021

City of Ormond Beach Public Hearing Application Fees

Planning Department

22 South Beach Street, Room 104, Ormond Beach, FL 32174

(386) 676-3238

www.ormondbeach.org

comdev@ormondbeach.org

INSTRUCTIONS

Site plan submittals require the submittal of applications per Ordinance 2021-30, codified in Section 8-10, Application processing fees, of the Code of Ordinances. All applications shall calculate the fees which shall be verified by city staff. **Assistance is available by e-mailing comdev@ormondbeach.org or calling (386) 676-3238.**

PUBLIC HEARING FEES (Ordinance 2021-30 - Section 8-10 of Code of Ordinances)

Check all that apply	SPRC reviews	Fee	Advertising	Total fee
☐	Annexation	No fee	No fee	No fee
☐	Annexation Agreement	No fee	No fee	No fee
☒	Comprehensive Plan, small area amendment	\$2,000	\$1,025	\$3,025
☐	Comprehensive Plan, large-scale amendment	\$2,000	\$2,250	\$4,250
☐	Concurrency, traffic impact analysis	\$3,000 (deposit)	NA	\$3,000
☐	Development of Regional Impact amendment	\$600	\$2,250	\$2,850
☐	Planned Development	\$2,500	\$2,400	\$4,900
☐	Planned Development, major amendment	\$1,000	\$2,400	\$3,400
☐	Regulatory amendment, zoning map, under 10 acres	\$1,500	\$850	\$2,350
☒	Regulatory amendment, zoning map, over 10 acres	\$1,500	\$1,050	\$3,150
☐	Regulatory amendment, LDC amendment	\$1,000	\$700	\$1,700
☐	Regulatory amendment, LDC amendment (zoning districts)	\$1,000	\$1,500	\$2,500
☐	Special Exception	\$850	\$850	\$1,700
☐	Special Exception, CRA	\$400	\$850	\$1,250
☐	Street vacation	\$500	\$1,925	\$2,425
☐	Subdivision, Preliminary plat	\$1,500 plus \$25 per lot	NA	\$1,500 plus \$25 per lot
☐	Subdivision, Final plat	\$1,000 plus \$25 per lot	\$350	\$1,350 plus \$25 per lot
☐	Subdivision, city surveyor review	Actual costs	NA	Actual costs
☐	Subdivision, Recording of plat	Actual costs	NA	Actual costs
☐	Other:			
TOTALS:				\$0 *per Steve Spraker

Volusia County Park

Removed from PUD

7/20/2021 9:08:23 AM Instrument #2021169069 #1 Book:

9.B.d

Doc Stamps \$6,916.00 Transfer Amt \$988,000.00

This Instrument Prepared By:
Jeffrey P. Brock, Esq.
SMITH BIGMAN BROCK, P.A.
444 Seabreeze Boulevard
Suite 900
Daytona Beach, FL 32118
(386) 254-6875

[Space Above This Line For Recording Data]

WARRANTY DEED

(STATUTORY FORM – SECTION 689.02, F.S.)

This indenture made the 16th day of July, 2021 between PLANTATION OAKS OF ORMOND BEACH, LLC, a Florida limited liability company, f/k/a PLANTATION OAKS OF ORMOND BEACH, LC, whose post office address is P. O. Box 1626, Ormond Beach, FL 32175, Grantor, to THE COUNTY OF VOLUSIA, a political subdivision of the State of Florida, whose post office address is 123 West Indiana Avenue, DeLand, FL 32720, Grantee:

Witnesseth, that said Grantor, for and in consideration of the sum of TEN DOLLARS (U.S.\$10.00) and other good and valuable considerations to said Grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantee, and Grantee's heirs and assigns forever, the following described land, situate, lying and being in Volusia County, Florida, to-wit:

SEE ATTACHED EXHIBIT "A"

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

Subject to taxes for 2021 and subsequent years, not yet due and payable; covenants, restrictions, easements, reservations and limitations of record, if any.

TO HAVE AND TO HOLD the same in fee simple forever.

And Grantor hereby covenant with the Grantee that the Grantor is lawfully seized of said land in fee simple, that Grantor have good right and lawful authority to sell and convey said land and that the Grantor hereby fully warrant the title to said land and will defend the same against the lawful claims of all persons whomsoever.

In Witness Whereof, Grantor has hereunto set Grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

Jeffrey P. Brock

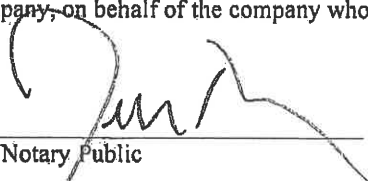
Pam Clifton
Pam Clifton

PLANTATION OAKS OF ORMOND BEACH, LLC,
a Florida limited liability company

By: *Parker K. Mynchenberg*
Parker K. Mynchenberg, Manager

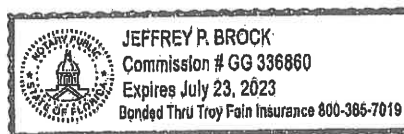
STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me by means of (X) physical presence or () online notarization this 16th day of July, 2021 by Parker K. Mynchenberg, in his capacity as Manager of Plantation Oaks of Ormond Beach, LLC, a Florida limited liability company, on behalf of the company who is personally known.



Signature of Notary Public

[NOTARY SEAL]



**First American****Exhibit A**

ISSUED BY

First American Title Insurance Company

File No: 1062-5342766

Issuing Office File Number: VL21-012

The land referred to herein below is situated in the County of VOLUSIA, State of Florida, and described as follows:

BEGIN AT A THE INTERSECTION OF THE EASTERLY LINE OF THAT CERTAIN FLORIDA POWER AND LIGHT EASEMENT RECORDED IN OFFICIAL RECORDS BOOK 446 PAGES 122, AND THE NORTHERLY LINE OF TRACT "T" PLANTATION OAKS OF ORMOND BEACH UNIT 1 RECORDED IN MAP BOOK 59, PAGES 138 TO 154, MARKED BY A 4" X 4" CONCRETE MONUMENT STAMPED "PRM/LB3019"; THENCE N 20°42'02" W, ALONG SAID EASTERLY LINE A DISTANCE OF 3069.96 FEET TO A POINT ON THE SOUTHERLY LINE OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 7482, PAGES 185 TO 186, AND A POINT IN STRICKLAND CANAL; THENCE N 78°36'42" E, ALONG SAID STRICKLAND CANAL A DISTANCE OF 328.15 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY OF OLD DIXIE HIGHWAY AS NOW MONUMENTED; THENCE ALONG SAID WESTERLY RIGHT OF WAY THE FOLLOWING 3 COURSES: 1) S 25°02'47" E, 879.84 FEET 2) S 31°01'22" E, 1655.68 TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 1040.00 FEET, A CENTRAL ANGLE OF [REDACTED] AND AN ARC LENGTH OF 158.90 FEET TO THE MOST NORTHERLY CORNER OF TRACT S SAID PLANTATION OAKS OF ORMOND BEACH; THENCE DEPARTING SAID WESTERLY RIGHT OF WAY S 49°56'31" W, ALONG THE NORTH LINE OF SAID TRACT "S" AND TRACT "T" A DISTANCE OF 198.35 FEET; THENCE CONTINUE S 35°38'41" W, ALONG SAID NORTH LINE OF TRACT "S" A DISTANCE OF 383.22 FEET; TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHERLY, HAVING A RADIUS OF 485.37 FEET, AND A CENTRAL ANGLE OF 28°01'05"; THENCE ALONG SAID NORTHERLY LINE AND CURVE DISTANCE OF 237.35 (199.39 [P]) FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT LOT 13 BLOCK 217 ORMOND - ON - THE - BAY OAKWOOD PARK SECTION -- PART FOUR, RECORDED IN MAP BOOK 11 PAGE 69, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA.

This page is only a part of a 2016 ALTA® Commitment for Title Insurance. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I-Requirements; and Schedule B, Part II-Exceptions.

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DR-506 R. 04/16

Rule 12D-16.002

Florida Administrative Code

Eff. 04/16

Tax deed file number: 07860-14

Parcel ID number: 323903170130

TAX DEED**VOLUSIA County, Florida**

Tax Certificate numbered 7860-14 issued on 06/01/2014 was filed in the office of the tax collector of Volusia County, Florida. An application has been made for the issuance of a tax deed. The applicant has paid or redeemed all other taxes or tax certificates on the land as required by law. The notice of sale, including the cost and expenses of this sale, has been published as required by law. No person entitled to do so has appeared to redeem the land. On the 8th day of February, 2022 the land was offered for sale. It was sold to **COUNTY OF VOLUSIA** address **123 W. INDIANA AVE. ROOM 402 DELAND, FL 32720**, who was the highest bidder and has paid the sum of the bid as required by law.

The lands described below, including any inherited property, buildings, fixtures, and improvements of any kind and description, situated in this County and State.

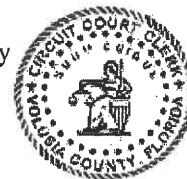
Description of lands:

LOT 13 BLK 217 ORMOND ON THE BAY

On FEBRUARY 9, 2022 in Volusia County, Florida, for the sum of (\$3,100.00) Three Thousand One Hundred Dollars Dollars, the amount paid as required by law.

LAURA E. ROTH

Clerk of the Circuit Court of Volusia County



By: L. Diggs
Lori Diggs, Deputy Clerk
Volusia County, Florida

Witness:

Janet Graves
Janet Graves

Kristin Dumph
Kristin Dumph

State of Florida
County of Volusia

On this 9TH day of FEBRUARY, 2022 before me, Amanda Letter, personally appeared Lori Diggs, Deputy Clerk of the Circuit Court or County Comptroller in and for the State and this County known to me to be the person described in, and who executed the foregoing instrument, and acknowledged the execution of this instrument to be of their own free act and deed for the use and purposes therein mentioned.

Witness my hand and official seal on the date aforesaid.



AMANDA LETTER
Commission # GG 254299
Expires December 29, 2022
Bonded Thru Budget Notary Services

Amanda Letter
Amanda Letter

**STATE OF FLORIDA
COUNTY OF VOLUSIA**

CERTIFICATE NO. 7860-14

CERTIFICATE OF MAILING

I, LAURA E. ROTH, Clerk of the Circuit Court in and for the State and County aforesaid, do hereby certify that on 17TH of DECEMBER AD, 2021, I mailed a copy of the attached Notice of Application for Tax Deed, addressed to:

✕ JESSIE M GRAVES at C/O RECHARD HADDAWAY, PO BOX 2890, SALISBURY MD 21802

JESSIE M GRAVES ESTATE at C/O RECHARD HADDAWAY, PO BOX 2890, SALISBURY MD 21802

Witness my hand and official seal this 17TH of DECEMBER, 2021

THE HOLDER OF THIS TAX CERTIFICATE APPLIED FOR TAX DEED SALE. PER FLORIDA STATUTE §197.512, THE CERTIFICATE OF MAILING AND PROOF OF PUBLICATION ARE BEING RECORDED IN THE PUBLIC RECORD.



**LAURA E. ROTH
CLERK OF THE CIRCUIT COURT**

By: A Letter
A LETTER
Deputy Clerk

NOTICE OF APPLICATION FOR TAX DEED

NOTICE IS HEREBY GIVEN, that LAURA E. ROTH, Clerk of the Circuit Court in and for the State and County of Volusia, is the holder of the following certificate of application for tax deed, which is being recorded in the public record for the purpose of giving notice to the holder of the same, and the terms in which it was issued, as follows:

Certificate No. 7860-14

Year of Issuance: JUNE 1, 2014

Description of Property: Parcel #2394520138 LOT 13 BLK 217 CHANDLER ON THE BAY

Name in which assessed: JESSIE M GRAVES ESTATE C/O RECHARD HADDAWAY

Said property being in the County of VOLUSIA, State of Florida.

Unless such certificate shall be redeemed according to law the property described in such certificate shall be sold to the highest bidder at a public sale to be held on the 17TH day of FEBRUARY, 2022 at 9:00 O'CLOCK A.M.

Dated this 17TH day of DECEMBER, 2021.

LAURA E. ROTH
CLERK OF THE CIRCUIT COURT
By: A LETTER
Deputy Clerk

Attention: Persons with disabilities who need a reasonable accommodation in order to participate in this proceeding are notified as follows: If you are unable to appear in person, please contact the undersigned at 101 N. Alabama Avenue, Deland, FL 32724, (386) 823-5710, within seven (7) working days of this notice. If you are hearing or voice impaired, call 711.

Dec. 30, 2021, Jan. 6, 13 & 20, 2022

**The Beacon
PUBLISHED WEEKLY
State of Florida
COUNTY OF VOLUSIA SS**

Before the undersigned authority personally appeared Barb Shepherd, who on oath says that Melodie is the Legal Advertising Representative of The Beacon, a weekly newspaper published at Deland, in Volusia County, Florida; that the attached copy of advertisement, being a Tax Deed

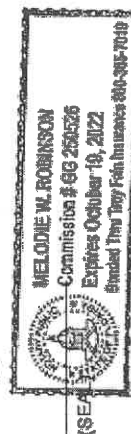
In the matter of Certificate #7860-14
Jessie M Graves Estate c/o Rechard Haddaway in the Circuit Court, was published in said newspaper, in the issue(s) of December 30, 2021, January 6, 13 & 20, 2022

Affiant further says that the said Beacon is a newspaper published at Deland, in said Volusia County, Florida, and that the said newspaper has heretofore been continuously published in said Volusia County, Florida, each week and has been entered as second-class mail matter at the post office in Deland in said Volusia County, Florida, for a period of one year preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Barb Shepherd

Sworn to and subscribed before me this 20th day of January, 2022

Melodie W. Robinson





Volusia County Property Appraiser
 123 W. Indiana Ave., Rm. 102
 DeLand, FL 32720
 Phone: (386) 736-5901 Web: vcpa.vcgov.org

Parcel 1

Property Summary

Alternate Key: 8014506
Parcel ID: 312400000022
Township-Range-Section: 13 - 31 - 24
Subdivision-Block-Lot: 00 - 00 - 0022
Business Name:
Owner(s): COUNTY OF VOLUSIA - C - County; County School District - 100
Mailing Address On File: 123 W INDIANA AVE
 DELAND FL 32720
Physical Address: OLD DIXIE HWY, ORMOND BEACH 32174
Building Count: 0
Neighborhood: 2534 - NORTHERN VOLUSIA ACREAGE
Subdivision Name:
Property Use: 8600 - COUNTY
Tax District: 201-ORMOND BEACH
2020 Certified Millage Rate: 17.5978
Homestead Property: No
Agriculture Classification: No
Short Description: 24-13-32 IRREG PARCEL AS DESCRIBED IN OR 8086 PG 17 MEAS 328
 .15 FT ON N/L & MEAS 3069.96 FT ON W/L & LYING W OF OLD DIXIE HWY

Property Values

Tax Year:	2022 Working	2021 Final
Valuation Method:	1-Market Oriented Cost	1-Market Oriented Cost
Improvement Value:	\$0	\$0
Land Value:	\$208,801	\$208,801
Just/Market Value:	\$208,801	\$208,801

Working Tax Roll Values by Taxing Authority

Values shown below are the 2022 WORKING TAX ROLL VALUES that are subject to change until certified. Millage Rates below that are used in the calculation of the Estimated Taxes are the 2021 FINAL MILLAGE RATES. The Just/Market listed below is not intended to represent the anticipated selling price of the property and should not be relied upon by any individual or entity as a determination of current market value.

Tax Authority	Just/Market Value	Assessed Value	Ex/10CAP	Taxable Value	Millage Rate	Estimated Taxes
0017 CAPITAL IMPROVEMENT	\$208,801	\$208,801	\$208,801	\$0	1.5000	\$0.00
0012 DISCRETIONARY	\$208,801	\$208,801	\$208,801	\$0	0.7480	\$0.00
0011 REQ LOCAL EFFORT	\$208,801	\$208,801	\$208,801	\$0	3.5540	\$0.00
0050 GENERAL FUND	\$208,801	\$208,801	\$208,801	\$0	5.3812	\$0.00
0055 LIBRARY	\$208,801	\$208,801	\$208,801	\$0	0.5174	\$0.00
0520 MOSQUITO CONTROL	\$208,801	\$208,801	\$208,801	\$0	0.1781	\$0.00
0530 PONCE INLET PORT AUTHORITY	\$208,801	\$208,801	\$208,801	\$0	0.0845	\$0.00
0058 VOLUSIA ECHO	\$208,801	\$208,801	\$208,801	\$0	0.2000	\$0.00
0057 VOLUSIA FOREVER	\$208,801	\$208,801	\$208,801	\$0	0.2000	\$0.00
0059 VOLUSIA FOREVER I&S 2005	\$208,801	\$208,801	\$208,801	\$0	0.0000	\$0.00
0065 FLORIDA INLAND NAVIGATION DISTRICT	\$208,801	\$208,801	\$208,801	\$0	0.0320	\$0.00
0100 HALIFAX HOSPITAL AUTHORITY	\$208,801	\$208,801	\$208,801	\$0	0.9529	\$0.00
0060 ST JOHN'S WATER MANAGEMENT DISTRICT	\$208,801	\$208,801	\$208,801	\$0	0.2189	\$0.00
0180 ORMOND BEACH	\$208,801	\$208,801	\$208,801	\$0	3.9128	\$0.00
0182 ORMOND BEACH I&S 2003	\$208,801	\$208,801	\$208,801	\$0	0.0290	\$0.00
0184 ORMOND BEACH I&S 2010	\$208,801	\$208,801	\$208,801	\$0	0.0890	\$0.00
					17.5978	\$0.00

Non-Ad Valorem Assessments

Project	#Units	Rate	Amount	Estimated Ad Valorem Tax:	\$0.00
				Estimated Non-Ad Valorem Tax:	\$0.00
				Estimated Taxes:	\$0.00
				Estimated Tax Amount without SOH/10CAP ⑦	\$3,674.44

Where your tax dollars are going:

Previous Years Certified Tax Roll Values

9.B.d

Year	Land Value	Impr Value	Just Value	Non-Sch Assd	County Exemptions	County Taxable	HX Savings
2021	\$208,801	\$0	\$208,801	\$208,801	\$0	\$208,801	\$0

Land Data

#	Land Use	Ag	Type	Units	Acres	Sq Feet	FF	Depth	Rate	Just Value
1	9910-OVER 100 AC	N	A-ACRE		32.7531				6,375	\$208,801
Total Land Value:										\$208,801

Miscellaneous Improvement(s)

#	Type	Year	Area	Units	L x W	Depreciated Value
Total Miscellaneous Value:						\$0

Sales History

NOTE: This section is not intended to be a complete chain of title. Additional official book/page numbers may be listed in the property description and/or recorded and indexed with the Clerk of the Court.

Book/Page	Instrument No.	Sale Date	Deed Type	Qualified/Unqualified	Vacant/Improved	Sale Price
8086 / 0017	2021169069	07/16/2021	WD-WARRANTY DEED	UNQUALIFIED	VACANT	\$988,000

Property Description

NOTE: This property description may be a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Volusia County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property descriptions found on this site.

Legal Description	Millage Group	Township-Range-Section	Subdivision-Block-Lot	Date Created	Annexed
24-13-32 IRREG PARCEL AS DESCRIBED IN OR 8086 PG 17 MEAS 328.15 FT ON N/L & MEAS 3069.96 FT ON W/L & LYING W OF OLD DIXIE HWY	201	13 - 31 - 24	00 - 00 - 0022	17-AUG-21	2020

Permit Summary

NOTE: Permit data does not originate from the Volusia County Property Appraiser's office. For details or questions concerning a permit, please contact the building department of the tax district in which the property is located.

Date	Number	Description	Amount
------	--------	-------------	--------



Volusia County Property Appraiser
 123 W. Indiana Ave., Rm. 102
 Deland, FL 32720
 Phone: (386) 736-5901 Web: vcpa.vcgov.org

parcel 2

Property Summary

Alternate Key:	2990163
Parcel ID:	323903170130
Township-Range-Section:	13 - 32 - 39
Subdivision-Block-Lot:	03 - 17 - 0130
Business Name:	
Owner(s):	COUNTY OF VOLUSIA - C - County; County School District - 100
Mailing Address On File:	123 W INDIANA AVE ROOM 402 DELAND FL 32720
Physical Address:	SEGOVIA (PAPER) ST, ORMOND BEACH 32174
Building Count:	0
Neighborhood:	2536 - ORMOND ON THE BAY (3239-01)
Subdivision Name:	
Property Use:	0000 - VACANT RES
Tax District:	200-UNINCORPORATED - NORTHEAST
2020 Certified Millage Rate:	19.5165
Homestead Property:	No
Agriculture Classification:	No
Short Description:	LOT 13 BLK 217 ORMOND ON THE BAY PER OR 8201 PG 0825

Property Values

Tax Year:	2022 Working	2021 Final	2020 Final
Valuation Method:	1-Market Oriented Cost	1-Market Oriented Cost	1-Market Oriented Cost
Improvement Value:	\$0	\$0	\$0
Land Value:	\$1,800	\$1,800	\$1,800
Just/Market Value:	\$1,800	\$1,800	\$1,800

Working Tax Roll Values by Taxing Authority

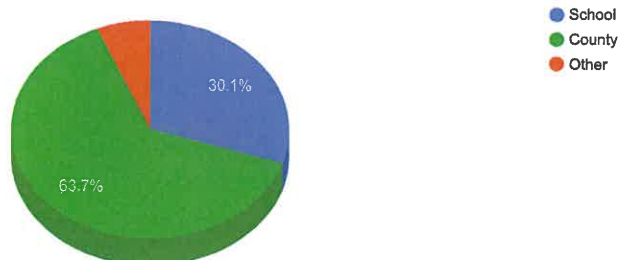
Values shown below are the 2022 WORKING TAX ROLL VALUES that are subject to change until certified. Millage Rates below that are used in the calculation of the Estimated Taxes are the 2021 FINAL MILLAGE RATES. The Just/Market listed below is not intended to represent the anticipated selling price of the property and should not be relied upon by any individual or entity as a determination of current market value.

Tax Authority	Just/Market Value	Assessed Value	Ex/10CAP	Taxable Value	Millage Rate	Estimated Taxes
0017 CAPITAL IMPROVEMENT	\$1,800	\$1,800	\$0	\$1,800	1.5000	\$2.70
0012 DISCRETIONARY	\$1,800	\$1,800	\$0	\$1,800	0.7480	\$1.35
0011 REQ LOCAL EFFORT	\$1,800	\$1,800	\$0	\$1,800	3.5540	\$6.40
0510 FIRE DISTRICT	\$1,800	\$1,800	\$0	\$1,800	3.8412	\$6.91
0050 GENERAL FUND	\$1,800	\$1,800	\$0	\$1,800	5.3812	\$9.69
0055 LIBRARY	\$1,800	\$1,800	\$0	\$1,800	0.5174	\$0.93
0520 MOSQUITO CONTROL	\$1,800	\$1,800	\$0	\$1,800	0.1781	\$0.32
0530 PONCE INLET PORT AUTHORITY	\$1,800	\$1,800	\$0	\$1,800	0.0845	\$0.15
0310 VOLUSIA COUNTY MSD	\$1,800	\$1,800	\$0	\$1,800	2.1083	\$3.79
0058 VOLUSIA ECHO	\$1,800	\$1,800	\$0	\$1,800	0.2000	\$0.36
0057 VOLUSIA FOREVER	\$1,800	\$1,800	\$0	\$1,800	0.2000	\$0.36
0059 VOLUSIA FOREVER I&S 2005	\$1,800	\$1,800	\$0	\$1,800	0.0000	\$0.00
0065 FLORIDA INLAND NAVIGATION DISTRICT	\$1,800	\$1,800	\$0	\$1,800	0.0320	\$0.06
0100 HALIFAX HOSPITAL AUTHORITY	\$1,800	\$1,800	\$0	\$1,800	0.9529	\$1.72
0060 ST JOHN'S WATER MANAGEMENT DISTRICT	\$1,800	\$1,800	\$0	\$1,800	0.2189	\$0.39
					19.5165	\$35.13

Non-Ad Valorem Assessments

Project	#Units	Rate	Amount	Estimated Ad Valorem Tax:	Estimated Non-Ad Valorem Tax:
				\$35.13	\$0.00
				Estimated Taxes:	\$35.13
				Estimated Tax Amount without SOH/10CAP	\$35.13

Where your tax dollars are going:



Year	Land Value	Impr Value	Just Value	Non-Sch Assd	County Exemptions	County Taxable	HX Savings
2021	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2020	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2019	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2018	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2017	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2016	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2015	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2014	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2013	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0

Land Data

#	Land Use	Ag	Type	Units	Acres	Sq Feet	FF	Depth	Rate	Just Value
1	0021-VAC NO STREET	N	U-UNIT	1					1,800	\$1,800
Total Land Value:										\$1,800

Miscellaneous Improvement(s)

#	Type	Year	Area	Units	L x W	Depreciated Value
Total Miscellaneous Value:						\$0

Sales History

NOTE: This section is not intended to be a complete chain of title. Additional official book/page numbers may be listed in the property description and/or recorded and indexed with the Clerk of the Court.

Book/Page	Instrument No.	Sale Date	Deed Type	Qualified/Unqualified	Vacant/Improved	Sale Price
8201 / 0825	2022031259	02/09/2022	TD-TAX DEED	UNQUALIFIED	VACANT	\$3,100

Property Description

NOTE: This property description may be a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Volusia County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property descriptions found on this site.

Legal Description	Millage Group	Township-Range-Section	Subdivision-Block-Lot	Date Created
LOT 13 BLK 217 ORMOND ON THE BAY PER OR 8201 PG 0825	200	13 - 32 - 39	03 - 17 - 0130	22-DEC-81

Permit Summary

NOTE: Permit data does not originate from the Volusia County Property Appraiser's office. For details or questions concerning a permit, please contact the building department of the tax district in which the property is located.

Date	Number	Description	Amount
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Volusia County Property Appraiser
 123 W. Indiana Ave., Rm. 102
 DeLand, FL 32720
 Phone: (386) 736-5901 Web: vcpa.vcgov.org

Property Summary

Alternate Key: 2990091
Parcel ID: 323903070100
Township-Range-Section: 13 - 32 - 39
Subdivision-Block-Lot: 03 - 07 - 0100
Business Name:
Owner(s): COUNTY OF VOLUSIA - C - County; County School District - 100
Mailing Address On File: 123 W INDIANA AVE
 DELAND FL 32720
Physical Address: SAN REMO (PAPER) ST, ORMOND BEACH 32174
Building Count: 0
Neighborhood: 2536 - ORMOND ON THE BAY (3239-01)
Subdivision Name:
Property Use: 8000 - VACANT GOVERNMENTAL
Tax District: 201-ORMOND BEACH
2020 Certified Millage Rate: 17.5978
Homestead Property: No
Agriculture Classification: No
Short Description: LOT 10 BLK 207 ORMOND ON THE BAY MB 11 PGS 42-59 IN PER OR 5
 247 PG 1123 PER OR 5247 PG 1126 PER OR 6150 PGS 1708-1715 PE
 R OR 8086 PG 0017

Parcel 3

Property Values

Tax Year:	2022 Working	2021 Final	2020 Final
Valuation Method:	1-Market Oriented Cost	1-Market Oriented Cost	1-Market Oriented Cost
Improvement Value:	\$0	\$0	\$0
Land Value:	\$1,800	\$1,800	\$1,800
Just/Market Value:	\$1,800	\$1,800	\$1,800

Working Tax Roll Values by Taxing Authority

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Tax Authority	Just/Market Value	Assessed Value	Ex/10CAP	Taxable Value	Millage Rate	Estimated Taxes
0017 CAPITAL IMPROVEMENT	\$1,800	\$1,800	\$1,800	\$0	1.5000	\$0.00
0012 DISCRETIONARY	\$1,800	\$1,800	\$1,800	\$0	0.7480	\$0.00
0011 REQ LOCAL EFFORT	\$1,800	\$1,800	\$1,800	\$0	3.5540	\$0.00
0050 GENERAL FUND	\$1,800	\$1,800	\$1,800	\$0	5.3812	\$0.00
0055 LIBRARY	\$1,800	\$1,800	\$1,800	\$0	0.5174	\$0.00
0520 MOSQUITO CONTROL	\$1,800	\$1,800	\$1,800	\$0	0.1781	\$0.00
0530 PONCE INLET PORT AUTHORITY	\$1,800	\$1,800	\$1,800	\$0	0.0845	\$0.00
0058 VOLUSIA ECHO	\$1,800	\$1,800	\$1,800	\$0	0.2000	\$0.00
0057 VOLUSIA FOREVER	\$1,800	\$1,800	\$1,800	\$0	0.2000	\$0.00
0059 VOLUSIA FOREVER I&S 2005	\$1,800	\$1,800	\$1,800	\$0	0.0000	\$0.00
0065 FLORIDA INLAND NAVIGATION DISTRICT	\$1,800	\$1,800	\$1,800	\$0	0.0320	\$0.00
0100 HALIFAX HOSPITAL AUTHORITY	\$1,800	\$1,800	\$1,800	\$0	0.9529	\$0.00
0060 ST JOHN'S WATER MANAGEMENT DISTRICT	\$1,800	\$1,800	\$1,800	\$0	0.2189	\$0.00
0180 ORMOND BEACH	\$1,800	\$1,800	\$1,800	\$0	3.9128	\$0.00
0182 ORMOND BEACH I&S 2003	\$1,800	\$1,800	\$1,800	\$0	0.0290	\$0.00
0184 ORMOND BEACH I&S 2010	\$1,800	\$1,800	\$1,800	\$0	0.0890	\$0.00
					17.5978	\$0.00

Non-Ad Valorem Assessments

Project	#Units	Rate	Amount	Estimated Ad Valorem Tax:	Estimated Non-Ad Valorem Tax:	Estimated Taxes:
				\$0.00	\$0.00	\$0.00
						\$31.68

Where your tax dollars are going:

Previous Years Certified Tax Roll Values

Year	Land Value	Impr Value	Just Value	Non-Sch Assd	County Exemptions	County Taxable	HX Savings
2021	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2020	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2019	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2018	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2017	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2016	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2015	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2014	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0
2013	\$1,800	\$0	\$1,800	\$1,800	\$0	\$1,800	\$0

Land Data

#	Land Use	Ag	Type	Units	Acres	Sq Feet	FF	Depth	Rate	Just Value
1	0021-VAC NO STREET	N	U-UNIT	1					1,800	\$1,800
Total Land Value:										\$1,800

Miscellaneous Improvement(s)

#	Type	Year	Area	Units	L x W	Depreciated Value
Total Miscellaneous Value:						\$0

Sales History

NOTE: This section is not intended to be a complete chain of title. Additional official book/page numbers may be listed in the property description and/or recorded and indexed with the Clerk of the Court.

Book/Page	Instrument No.	Sale Date	Deed Type	Qualified/Unqualified	Vacant/Improved	Sale Price
8086 / 0017	2021169069	07/16/2021	WD-WARRANTY DEED	UNQUALIFIED	VACANT	\$988,000
6150 / 1708	2007248880	08/22/2007	QC-QUIT CLAIM DEED	UNQUALIFIED	VACANT	\$100
5247 / 1123	2004017307	07/25/2003	WD-WARRANTY DEED	UNQUALIFIED	VACANT	\$7,000,000
5247 / 1126	2004017308	07/23/2003	WD-WARRANTY DEED	UNQUALIFIED	VACANT	\$100

Property Description

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Legal Description	Millage Group	Township-Range-Section	Subdivision-Block-Lot	Date Created	Annexed
LOT 10 BLK 207 ORMOND ON THE BAY MB 11 PGS 42-59 IN PER OR 5247 PG 1123 PER OR 5247 PG 1126 PER OR 6150 PGS 1708-1715 PER OR 8086 PG 0017	201	13 - 32 - 39	03 - 07 - 0100	22-DEC-81	2020

Permit Summary

NOTE: Permit data does not originate from the Volusia County Property Appraiser's office. For details or questions concerning a permit, please contact the building department of the tax district in which the property is located.

Date	Number	Description	Amount
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BOUNDARY SURVEY
FOR
VOLUSIA COUNTY PARK
AT
PLANTATION OAKS

Vernal County Road

BEGIN AT THE INTERSECTION OF THE EASTERLY LINE THAT CERTAIN FLORA POWER AND LIGHT EASEMENT RECORDS IN OFFICIAL RECORDS BOOK 448 PAGES 122, AND THE NORTHERLY LINE OF TRACT "PLANTATION GARDENS OF CHINOBO BEACH".
THENCE SOUTHWEST ALONG SAID EASTERLY LINE A DISTANCE OF 309.68 FEET TO A POINT ON THE
STROCKLAND CANAL; THENCE N 20°20'W ALONG SAID EASTERLY LINE A DISTANCE OF 180.00 FEET TO A POINT IN
THE LANDS BELONGING TO THE CITY OF STROCKLAND CANAL, A DISTANCE OF 380.00 FEET TO A POINT ON
THE WESTERLY RIGHT OF WAY OF OLD CUD HURMAN AS NOW MONUMENTED; THENCE ALONG SAID WESTERLY RIGHT OF WAY
A DISTANCE OF 198.35 FEET TO AN ANGLE OF 107°00'N; THENCE CONTINUE S 45°40'W ALONG SAID WESTERLY RIGHT OF WAY
CURVE CORPSE NORTH-EASTWARD, HAVING A RADIUS OF 1040.00 FEET, A CENTRAL ANGLE OF 8°45'10", AND AN ARC LENGTH
OF 160.00 FEET TO AN ANGLE OF 108°00'N; THENCE CONTINUE S 45°40'W ALONG SAID WESTERLY RIGHT OF WAY
DEPARTING SAID WESTERLY RIGHT OF WAY A DISTANCE OF 5.40 FEET TO A POINT WHERE SAID PLANTATION GARDENS OF CHINOBO BEACH
DISTANCE OF 198.35 FEET; THENCE CONTINUE S 45°40'W ALONG SAID WESTERN LINE OF TRACT "A" BY A DISTANCE OF 343.52
FEET TO AN ANGLE OF 107°00'N; THENCE CONTINUE S 45°40'W ALONG SAID WESTERN LINE OF TRACT "A" BY A DISTANCE OF 343.52
FEET TO AN ANGLE OF 107°00'N; THENCE ALONG SAID NORTHERLY LINE AND CURVE DISTANCE OF 237.35 (170') FEET TO THE
POINT OF BEGINNING.

CONTAINING 1441757 SQ. FT., 33.10 ACRES MORE OR LESS

LESS AND EXCEPT LOT 13 BLOCK 217 ORMOND ON THE BAY RECORDED IN MAP BOOK PAGE PUBLIC RECORDS OF VOLusia COUNTY, FLORIDA.

CONTAINING APPROXIMATELY 8000 SQ FT, 1.8 ACRES MORE OR LESS. THE DIMENSIONS ON THE PLAT ARE PARTIALLY ILLEGIBLE.

SUBTYPE NOTES

1. THE BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE, 1983 NORTH AMERICAN DATUM, 2007 ADJUSTMENT, AS ESTABLISHED FROM DERIVING A BEARING ON THE NORTH LINE OF SECTION 24 TOWNSHIP 13, RANGE 31, OF N89°51'18"E.

2. THIS PLAT OF SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A CURRENT REPORT FROM AN AUTHORIZED TITLE PROFESSIONAL. THEREFORE, THERE MAY BE ADDITIONAL MATTERS OF RECORD NOT SHOWN ON THIS SURVEY.

3. DIMENSIONS ARE SHOWN IN FEET AND DECIMALS THEREOF

4. UNDERGROUND FOUNDATIONS, IF ANY, HAVE NOT LOCATED AS A PART OF THIS STUDY

5. UNDERGROUND UTILITIES, IF ANY, HAVE NOT LOCATED AS A PART OF THIS SURVEY.

6. THIS SURVEY IS NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OR A VALID ELECTRONIC SIGNATURE OF A FLORIDA LICENSED SURVEYOR AND MARIER.

7. THE CONSERVATION EASEMENT RECORDED IN ORB 8223, PG 4423-4495, HAS BEEN MODIFIED AND SHOWN AS INTENDED ON THE CURRENT BOUNDARY SURVEY.

8. THE CENTERLINE OF THE HIGHWAY IS SHOWN BASED UPON THE PLAT OF ORMOND-ON-THE-BAY COUNTRY CLUB SECTION-PART 4, MAP BOOK 11, PAGE 69, AND ORMOND-ON-THE-BAY, COUNTY CLUB-PART 10, MAP BOOK 11, PAGE 71.

59. THE OUT PARCEL BEING LOT 13, BLOCK 217, ORMOND-ON-THE-BAY COUNTRY CLUB SECTION—PART 4, MAP BOOK 11, PAGE 71.

SHEET 2

SHEET 3

SHEET 4

SHEET 5

[illegible]

UTILITY STATEMENT:

THE INACCESSIBLE UNDERGROUND UTILITIES SHOWN ON THIS SURVEY HAVE BEEN LOCATED THROUGH AERIAL PHOTOGRAPHY, GROUND LOCATIONS AND/OR EXISTING AS-BUILT LOCATIONS PROVIDED BY THE CLIENT. SUGER AND ASSOCIATES, INC. (S&A) MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN ON THIS SURVEY ARE THE ACTUAL LOCATION, EITHER IN SERVICE OR ABANDONED. LICENSE S&A DOES NOT WARRANT THAT THE LOCATION OF ANY UTILITIES ARE THE EXACT LOCATION INDICATED. ONE THAT S&A HAS LOCATED THE UTILITIES AS ACCURATELY AS POSSIBLE FROM SAID FIELD LOCATIONS AND/OR AS-BUILT PROVIDED BY OTHERS. S&A HAS NOT PHYSICALLY LOCATED THE ACTUAL INACCESSIBLE UNDERGROUND UTILITIES, EXCEPT AS SPECIFICALLY NOTED AND DEPICTED ON THIS

ADDITIONAL ABBREVIATIONS—TREE LEGEND

CP	CAMPION TREE	SB	SUGARBERRY TREE	TREE TYPE	TREE SIZE (INCHES)	DIAMETER AT BREAST HEIGHT	MULTIPLE TRUNK
MP	MAPLE TREE	CD	CEDAR TREE				
SYC	SYCAMORE TREE	EM	ELM TREE	OK248			
OK	OAK TREE	CT	CITRUS TREE				
SG	SWEET GUM TREE	PN	PINE TREE	TREE SYMBOL			
HK	HICKORY TREE	PM	PALM TREE				
CB	CHINAERRY TREE	HY	HOLLY				

FOUR: COUNTY OF VOLUNTA							
DIGITAL FILE: 2017053.TXT		PAGE: 11		17, 11, 25		SHEET 1 OF 5	
SCALE: 1"=200'		FIELD BOOK: 1458					
SURVEY DATE		JOB NUMBER		PARTY CHIEF		DRAWN BY	
CREATED BY							
SPECIFIC PURPOSE							
BOUNDARY SURVEY							
TOPOGRAPHIC SURVEY							
FOUNDATION LOCATION							
FINAL IMPROVEMENTS							

SLIGER & ASSOCIATES, INC.
PROFESSIONAL LAND SURVEYORS

3821 NOVA ROAD
PORT ORANGE, FL. 32127
(386) 784-5283

LICENSED BUSINESS CERTIFICATION NUMBER 3019

PLAY PREPARED FOR THE FOLLOWING: (ONLY THE LAST DATE IS CERTIFIED ON SEALED COPY)					
THIS PLAY OF SURVEY IS CERTIFIED TO AND PREPARED FOR THE SOLE AND EXCLUSIVE BENEFIT OF THE ENTITIES AND/OR INDIVIDUALS LISTED BELOW, ON THE MOST CURRENT DATE, AND SHALL NOT BE RELIED UPON BY ANY OTHER ENTITY OR INDIVIDUAL WHOEVER.					
TYPE OF SURVEY	COUNTY OF VERMONT	CERTIFIED TO	DATE	JOB NUMBER	
SUBJECT				81-0793	
DESCRIPTION					
NOT CERTIFIED TO ANY ENTITIES AND/OR INDIVIDUALS					

VOLUSIA COUNTY PARK AT
PLANTATION OAKS
ORMOND BEACH, FL

FOR: COUNTY OF VOLUSIA

JOB NO.
21-0753

BOUNDARY SURVEY

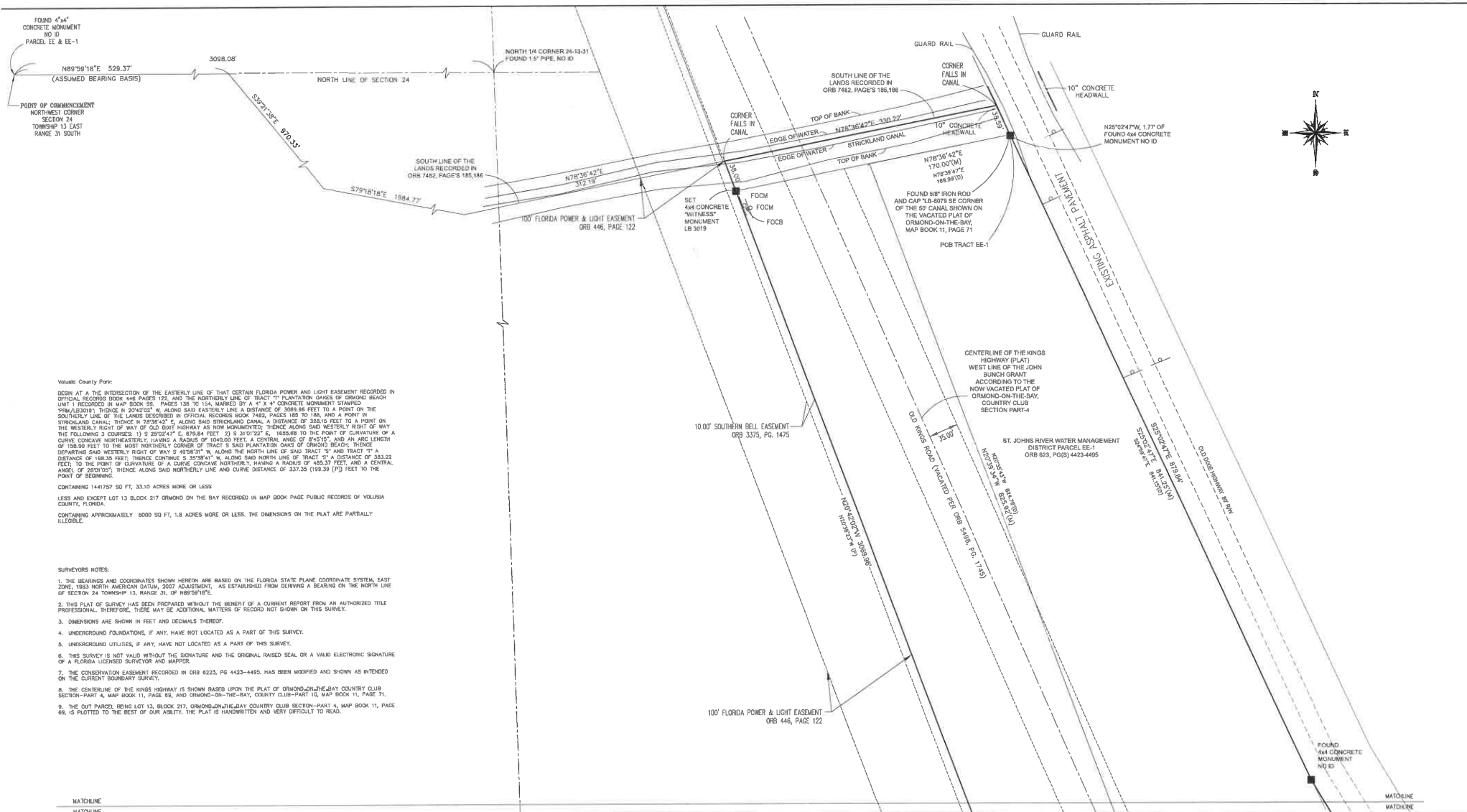
SHEET 1 OF 5

I HEREBY CERTIFY THAT THIS PLAN MEETS THE
STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA
BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN
CHAPTER 5J-17.05, FLORIDA ADMINISTRATIVE CODE,
PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

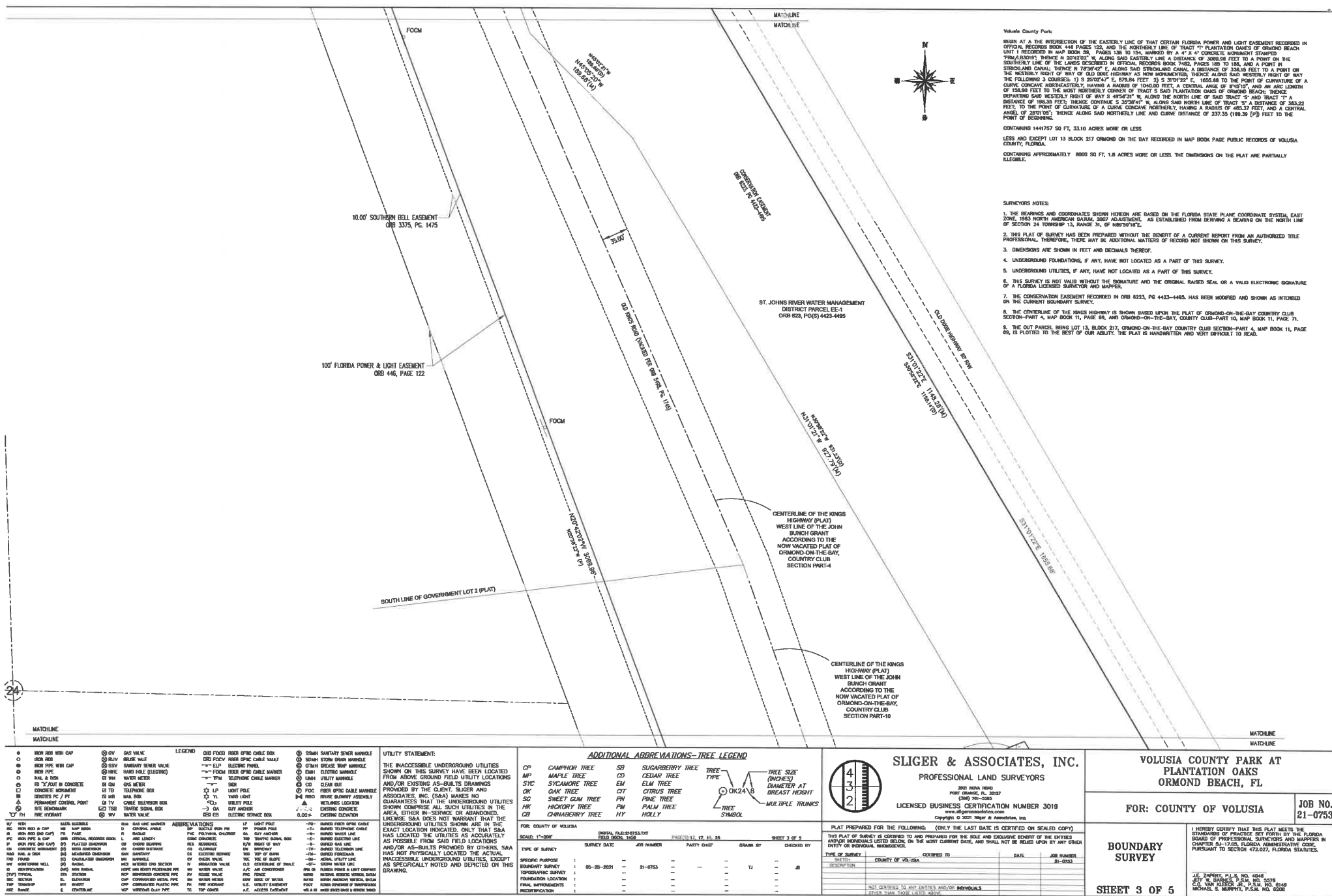
**JEFFREY W
BARNES**

Digitally signed by **JEFFREY W
BARNES**
Date: 2021.06.22 10:01:13 -0400

J.E. ZAPERT, P.I.S. NO. 4046
JEFF W. BARNES, P.S.M. NO. 5576
C.O. VAN KLEECK, JR., P.S.M. NO. 8149
W. RICHARD



LEGEND									
○	IRON ROD WITH CAP	○	DR. GAS VALVE	○	SSM: SATURATED SAND MANHOLE	UTILITY STATEMENT: THE ACCESSIBLE UNDERGROUND UTILITIES SHOWN ON THIS SURVEY HAVE BEEN LOCATED FROM ABOVE GROUND FIELD UTILITY LOCATIONS AND FOR EXISTING AS-BUILT DRAWINGS PROVIDED BY THE CLIENT. SLINGER AND ASSOCIATES, INC. (SAB) DOES NOT GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN ON THIS SURVEY ARE THE SAME AS THOSE IN SERVICE OR ABANDONED. LIKEWISE, SAB DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED, ONLY THAT SAB HAS BEEN ADVISED BY THE CLIENT THAT THEY ARE AS POSSIBLE FROM SAID FIELD LOCATIONS. ANY UTILITIES NOT SHOWN BY THE CLIENT HAS NOT PHYSICALLY LOCATED THE ACTUAL LOCATION OF UNDERGROUND UTILITIES EXCEPT AS SPECIFICALLY NOTED AND DEPICTED ON THIS DRAWING.			
○	IRON ROD	○	DR. GAS VALVE	○	SSM: STORM DRAIN MANHOLE				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE WITH CAP	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
○	IRON PIPE	○	DR. SATURATED SAND	○	STW: ELECTRIC FAN				
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Patricia Smith - [EX] Volusia County park parcel, Plantation Oaks Boulevard and Old Dixie Highway

From: "Spraker, Steven" <Steven.Spraker@ormondbeach.org>
To: 'Clay Ervin' <cervin@volusia.org>
Date: 3/28/2022 7:00 AM
Subject: [EX] Volusia County park parcel, Plantation Oaks Boulevard and Old Dixie Highway
Cc: 'Susan Jackson' <sjackson@volusia.org>, 'Patricia Smith' <pssmith@volusi...
Attachments: 10.01.2021, Ormond Beach public hearing application.pdf

***CAUTION:** This email originated from outside Volusia County's email system. DO NOT CLICK links or attachments unless you recognize the sender and/or know the content is safe.*

Good morning Clay,

Planning staff sent notice of the Plantation Oaks major amendment Planning Board hearing date (April 14, 2022) last week. I wanted to follow up on the Volusia County park parcel at Plantation Oaks Boulevard and Old Dixie Highway. The intention of the Plantation Oaks major amendment is to separate out the Volusia County park parcel from the Plantation Oaks development order. Please let me know if Volusia County staff has any concerns with this action.

After action on the Plantation Oaks major amendment, the Volusia County park parcel would need its own city land use and zoning. At your convenience, city Planning staff would request that the attached application be completed as the land owner. There is no fee for the processing of the land use and zoning amendment. City staff would work with you on a coordinating a city review schedule for public hearings.

Please contact me with any questions.

Thank you

Steven

Steven Spraker, AICP
 Planning Director



Planning Department
 22 South Beach Street, Room 104
 Ormond Beach, FL 32175
 Direct Line: [386.676.3341](tel:386.676.3341)

Department: [386.676.3238](tel:386.676.3238)

Cell: [386.366.1590](tel:386.366.1590)

Fax: [386.676.3361](tel:386.676.3361)

E-mail: Steven.Spraker@ormondbeach.org

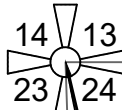
Notice: Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

ATTACHMENT 3

Sketch and legal
description of Volusia
County parcel number
3239-03-17-0130

EXHIBIT "A"

Page 1 of 2



S89°57'37"E
530.94'

POINT OF COMMENCEMENT
NW CORNER SECTION 24,
TOWNSHIP 13 SOUTH,
RANGE 31 EAST
FOUND 4"X4" CM (NO ID)

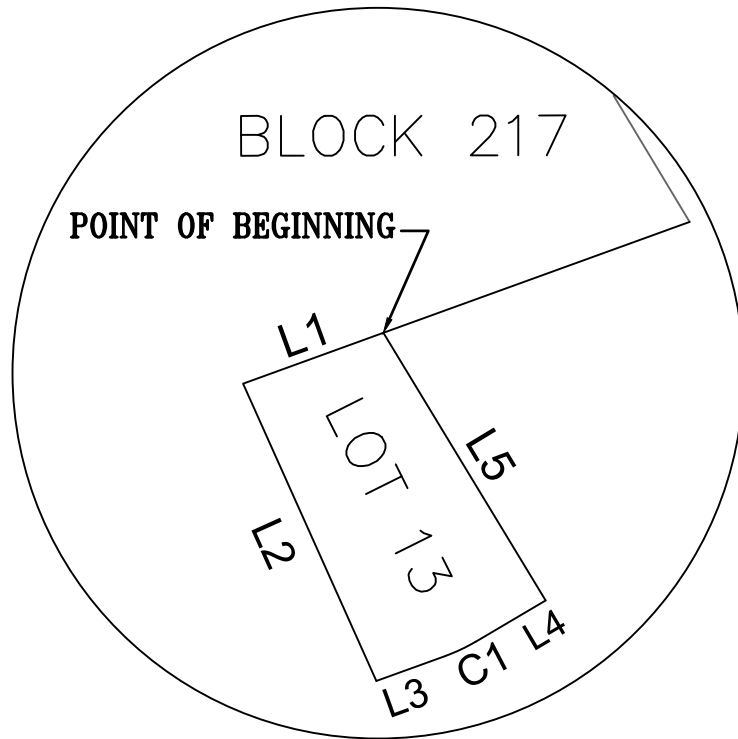
S39°18'33"E
970.33'

S79°15'13"E
1984.77'

N78°39'47"E
641.29'

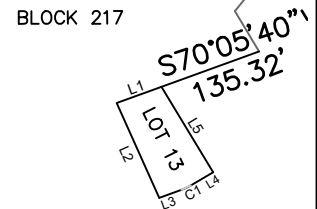
S24°59'47"E
879.74'

OLD DIXIE HIGHWAY (80' PUBLIC R/W)
S30°58'22"E
1067.22'



Line Table		
Line #	Length	Direction
L1	61.94'	S70° 05' 40"W
L2	135.37'	S24° 08' 31"E
L3	30.50'	N70° 05' 40"E
L4	33.68'	N59° 26' 28"E
L5	130.01	N31° 13' 42"W

Curve Table			
Curve #	Length	Radius	Delta
C1	13.95'	75.00'	10° 39' 16"



NO.	DATE	REVISIONS	BY

City of Ormond Beach
Engineering Division

DATE:	06/23/2022	PROJECT NO.:	
SCALE:	N.T.S.	Packet Pg. 570	
DRAWN BY:	co	SHEET:	2 OF 2

EXHIBIT "A"**Page 2 of 2****DESCRIPTION:**

LOT 13, BLOCK 217, ORMOND ON THE BAY, OR 8201, PG 0825, AS RECORDED IN THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

FROM A POINT OF COMMENCEMENT, SAID POINT BEING THE NORTHWEST CORNER OF SECTION 24, TOWNSHIP 13 SOUTH, RANGE 31 EAST; THENCE S89°57'37"E ALONG THE NORTH LINE OF SAID SECTION 24 A DISTANCE OF 530.94 FEET; THENCE S39°18'33"E DEPARTING SAID SECTION LINE A DISTANCE OF 970.33 FEET; THENCE S79°15'13"E A DISTANCE OF 1984.77 FEET; THENCE N78°39'47"E A DISTANCE OF 641.29 FEET TO THE WESTERLY RIGHT OF WAY LINE OF OLD DIXIE HIGHWAY (AN 80 FOOT RIGHT-OF-WAY AS NOW LAID OUT AND OCCUPIED); THENCE S24°59'47"E ALONG SAID WESTERLY RIGHT-OF-WAY LINE A DISTANCE OF 879.74 FEET; THENCE S30°58'22"E CONTINUING ALONG SAID RIGHT-OF-WAY LINE A DISTANCE OF 1067.22 FEET; THENCE S70°05'40"W DEPARTING SAID RIGHT-OF-WAY LINE A DISTANCE OF 135.32 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S70°05'40"W A DISTANCE OF 61.94 FEET; THENCE S24°08'31"E A DISTANCE OF 135.37 FEET; THENCE N70°05'40"E A DISTANCE OF 30.50 FEET TO A POINT OF CURVATURE CONCAVE TO THE NORTH, HAVING A RADIUS OF 75.00 FEET, A CHORD BEARING OF N64°46'04"E, A CHORD LENGTH OF 13.95 FEET, AND A CENTRAL ANGLE OF 10°39'16", THENCE 13.93 FEET ALONG THE ARC OF SAID CURVE TO THE POINT OF TANGENCY THEROF; THENCE N59°26'28"E DEPARTING SAID CURVE A DISTANCE OF 33.68 FEET; THENCE N31°13'42"W A DISTANCE OF 130.01 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINING 9,354 S.F. OF 0.21 ACRES MORE OR LESS

Draft

Planning Board minutes

August 11, 2022

Volusia County Parkland Parcels Land Use Map Amendment

B. LUPA 2022-057: Volusia County Parkland Parcels: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100, generally located at Old Dixie Highway and Plantation Oaks Boulevard – Small-Scale Land Use Map Amendment

Mr. Steven Spraker, Planning Director, explained the request from the County of Volusia for a Small-Scale Comprehensive Plan Land Use Map amendment for a 33.31± acre property generally located at Old Dixie Highway and Plantation Oaks Boulevard, Volusia County parcels: 3124-00-00-0022, 3239-03-17-0130, and 3239-03-07-0100, from Ormond Beach “Low Density Residential” and “Volusia County Urban Low Intensity” to Ormond Beach “Recreation/Open Space.”

Mr. Spraker stated that Volusia County purchased the land approximately over 33 acres, originally part of Plantation Oaks with the goal of land preservation and a natural trail. The parcel was separated out of Plantation Oaks and now it is time to assign a land use and zoning step in the process. As aforementioned the land use being sought is “Recreation/Open Space.” Mr. Spraker stated that there is an existing 175’ conservation easement along Old Dixie Highway. The amendment seeks to go from “Low Density Residential” and “Volusia County Urban Low Intensity” to Ormond Beach “Recreation/Open Space.” Staff recommends approval with the next steps in the process being for it to go to City Commission on September 21, 2022 and October 5, 2022 for second reading.

Chairman Briley announced the public hearing and asked if anyone from the audience, including the applicant, was interested in addressing the Board on the item.

Chairman Briley closed the public hearing and opened it up to the Board.

Mr. Jorczak commented on a project Volusia County was looking into and talk of them making provision to try and run access to the Loop through there and asked the status of it in the development stage. Mr. Spraker answered explaining that from his understanding, that the County is developing a natural 5’-wide path trail. There is currently already a path through the property and no trees will be taken down. In the Park and Recreation Master Plan, one of the highest priorities in it is to create natural trails. Mr. Spraker continued that

the project to the north of it will be Dixie Ridge. As part of a development order the developer preserved 13 acres from the FPL easement to Old Dixie Ridge and then developed the rest of it. The land will be expanded another 13 acres to the north. He concluded that tonight's item is assigning a city land use.

Mr. Galloway asked if it was FPL land in between the western edge in the Right-of-Way (ROW). Mr. Spraker answer that yes, it is, 100'. Mr. Galloway asked how many homes could have gone in there. Mr. Spraker replied that it specified 76 in the original Plantation Oaks plan with a 175' conservation easement along Old Dixie Highway. Mr. Galloway noted that this is a perfect example of saving land for a good use to keep as land. Chairman Briley added that it was needed to keep the buffer for the Loop. The County paid over \$1 million dollars for the park property. He stated that everyone should be aware that a lot of this development that is occurring now was approved in the mid-to-late 1980s.

Board discussion ensued regarding the buffer and the purchased conservatory property Volusia Forever assisted with.

Chairman Briley entertained a motion.

Ms. Tolland motioned to approve LUPA 2022-57: Volusia County Parkland Parcels: 3124-00-00-0022, 3239-03-17-0130, and 2339-03-07-0100, generally located at Old Dixie Highway and Plantation Oaks Boulevard – Small-Scale Land Use Map Amendment. Mr. Scudiero seconded it. Vote was called, and the motion was approved (5-0).



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Steven Spraker, Planning Director

Date: September 21, 2022

Subject: 2080 West Granada Boulevard, Riverbend Academy, Special Exception

Commission Goal: Community Development - Other

Introduction

This is a request submitted by Mark Dowst, P.E., Mark Dowst & Associates, Inc., authorized agent for the property owner, Riverbend Community Church, for a Special Exception amendment. The Special Exception amendment request seeks to add approximately 13,327 square feet of building area to accommodate an increase from 200 students (per Resolution 2000-119) to a maximum of 600 students at the Riverbend Academy. The subject property is located at 2080 West Granada Boulevard and is zoned SR (Suburban Residential).

Background

The subject property is currently designated as "Suburban Low Density Residential" on the City's Future Land Use Map (FLUM), and is classified as SR on the City's Official Zoning Map on August 22, 1995, the City Commission approved a Conditional Use Permit (now a Special Exception) for the First Baptist Church of Ormond Beach to construct a house of worship and customary accessory uses for the 44.60-acre property at 2080 West Granada Boulevard (Resolution 95-133). As a condition of this approval, the Church agreed not to operate a school or daycare on site, other than that associated with Church functions.

On June 17, 1997, the City Commission approved an amendment to the Conditional Use Permit to allow a childcare facility to be operated within the existing building (Resolution 97-114). The project noted that the childcare facility was allowed as a conditional use (staff approval) within the SR zoning district. However, since Resolution 95-133 specifically prohibited a school or daycare on site, an amendment to the Conditional Use Permit was needed.

On August 15, 2000, the City Commission approved a second amendment to the Conditional Use Permit to allow a school in its existing facility in conjunction with the

childcare facility (Resolution 2000-119). The Resolution included conditions that state:

- The hours of operation of the school shall be limited to 6:30 a.m. to 6:00 p.m., Monday through Friday, excluding holidays and summer vacation.
- The facility shall be limited to a combined maximum of 200 students for the child care/school facility.

Discussion

Riverbend Academy has provided details of the beginning of the church in 1956 within the Downtown Ormond Beach area. In 1997, the church moved to the current location and changed its name from First Baptist of Ormond to Riverbend Community Church. The letter describes the beginning of Riverbend Academy starting in 2000 with 16 students. The school has continued to grow and the daycare, the “Promise Land” was closed. The application letter describes the vision for the Academy is to have two sections per grade with an average of 15 students per section (smaller for pre-school), with a resulting total enrollment between 400 and 450 students. The letter describes the plan to split the student body into two separate drop-off/pick-up points, using the church’s parking lot space, including grass field parking, to accommodate the vehicles involved in the car lines.

Resolution 2000-119 limited the number of students to 200. The letter from Riverbend Academy indicates that the enrollment is 301 students. The letter indicates a desire to grow to 450 students. The Special Exception amendment request seeks a maximum of 600 students to provide future enrollment flexibility and to ensure compliance with the development order. The existing building is 44,840 square feet and the proposed expansion is a total of 13,327 square feet in two phases. The expansion is within existing developed areas of the property and does not impact any on-site wetlands. As part of the application, the project is being required by the Site Plan Review Committee to bring the landscaping along the West Granada Boulevard frontage into compliance with the Greenbelt landscape planting requirements and the 1997 approval.

PLANNING BOARD REVIEW

The Planning Board reviewed the application at the August 11, 2022 meeting and recommended approval with a 5-0 vote. There were no individuals who spoke for or against the requested Special Exception amendment. The Planning Board minutes are attached to the packet.

Budget Impact

There is no budget impact for the proposed Special Exception amendment.

Citizen Impact

The Riverbend Community Church and Riverbend Academy have grown over time. Riverbend Academy provides an educational facility to serve the residents of Ormond Beach. The property is large enough to accommodate the requested Special Exception and it is not anticipated that there would be any negative citizen impacts. There have

been no individuals who have presented concerns/objections at the neighborhood meeting or Planning Board.

Recommendation

It is recommended that the City Commission approve the Special Exception amendment application to add 13,327 square feet of building area to accommodate the increase from 200 students to a maximum of 600 students at the Riverbend Academy at 2080 West Granada Boulevard, subject to the resolution of the outstanding Site Plan Review Committee comments. It is also recommended that the hours of operation restrictions of Resolution 2000-119 be removed. The Planning Board recommended approval of the application with a 5-0 vote.

Attachments:

- 22-116 Riverbend Academy School Expansion SE DO Amendment (P22-0132G) (PDF)
- Riverbend Academy Third Amended SE DO (PDF)
- Exhibit A, legal description Riverbend Community Church (PDF)
- Exhibit B, PZ-22-036 - Review Comments - 07252022_201431(PDF)
- Exhibit C, Site plans (PDF)
- Exhibit D-Special Conditions(PDF)
- 08.11.2022, Riverbend Academy PB Staff Report(8.5X11) (PDF)
- Draft Planning Board minutes (08.11.22) Riverbend Academy School Expansion SE (PDF)

REVIEWED BY:


Kelly McGuire, Finance Director 9/7/2022


Claire Whitley, Assistant City Manager 9/13/2022

APPROVED BY:


Joyce A. Shanahan, City Manager 9/13/2022

RESOLUTION NO. 2022-116

A RESOLUTION AUTHORIZING THE EXECUTION AND ISSUANCE OF A THIRD AMENDED SPECIAL EXCEPTION DEVELOPMENT ORDER ASSOCIATED WITH “RIVERBEND ACADEMY” LOCATED AT 2080 WEST GRANADA BOULEVARD, IN THE SR (SUBURBAN RESIDENTIAL) ZONING DISTRICT, AUTHORIZING AN INCREASE IN THE ALLOWED NUMBER OF STUDENTS; REMOVING LIMITED HOURS OF OPERATION FOR THE SCHOOL; AND AUTHORIZING THE EXPANSION OF THE BUILDING BY APPROXIMATELY 13,327± SQUARE FEET UNDER CERTAIN CONDITIONS; ESTABLISHING CONDITIONS AND EXPIRATION DATE OF APPROVAL; AND SETTING FORTH AN EFFECTIVE DATE.

WHEREAS, by Resolution No. 95-133, the City Commission issued a Conditional Use Permit to allow First Baptist Church of Ormond Beach, Inc., to construct a new house of worship and customary accessory uses at 2080 West Granada Boulevard, which Conditional Use Permit is recorded in Official Records Book 4031, at Pages 4621 through 4634, inclusive; and

WHEREAS, by Resolution No. 97-114, the City Commission issued a First Amended Conditional Use Permit to allow First Baptist Church of Ormond Beach, Inc., to operate a child care facility in its existing facilities located at 2080 West Granada Boulevard, which First Amended Conditional Use Permit is recorded in Official Records Book 4212, at Pages 2015 through 2023, inclusive; and

WHEREAS, by Resolution No. 2000-119, the City Commission issued a second Amended Conditional Use Permit to allow Riverbend Community Church, Inc., f/k/a First Baptist Church of Ormond Beach, Inc., to operate a school in conjunction with its previously approved child care facility in its existing facilities located at 2080 West Granada Boulevard, which Second

Amended Conditional Use Permit is recorded in Official Records Book 4585, at Pages 2646 through 2661, inclusive; and

WHEREAS, Mark Dowst, P.E., Mark Dowst & Associates, Inc., authorized agent for the property owner, Riverbend Community Church, Inc., a Florida Not For-Profit Corporation (the "Applicant"), has applied for the issuance of a Third Amended Special Exception Development Order to allow an increase from 200 students (per Resolution 2000-119) to a maximum of 600 students, to allow the addition of approximately 13,327 square feet of building area to accommodate the increase in students, and to remove any hours of restriction of the school use, at the Riverbend Academy located at 2080 West Granada Boulevard, within the SR (Suburban Residential) zoning district; and

WHEREAS, the Applicant conducted a neighborhood meeting on July 25, 2022, in accordance with Section 4-03(d)(6) of the City of Ormond Beach *Land Development Code* (“the *Land Development Code*”); and

WHEREAS, the said application is in compliance with all applicable provisions of the City of Ormond Beach *Land Development Code* and the general laws of Florida; and

WHEREAS, the Planning Board held a public hearing on August 11, 2022, regarding this matter as required by Chapter 1, Article II, Section 1-15(d)(2), of the *Land Development Code*, and recommended approval of the Third Amended Special Exception Development Order; and

WHEREAS, the City Commission has duly held a public hearing on the application and has considered the testimony and evidence presented; and

WHEREAS, the City Commission has considered the following:

- (1) The report and recommendations of the Planning Board,
- (2) The comments of governmental agencies, utility corporations and individuals, as received, and
- (3) The testimony provided at public hearings.

WHEREAS, based upon all of the foregoing and in consideration thereof, the City Commission finds that:

- (1) The proposed use conforms to the standards and requirements of the *Land Development Code* and will not create undue crowding beyond the conditions normally permitted in the SR (Suburban Residential) zoning district, or adversely affect the public health, safety, welfare or quality of life;
- (2) The proposed use is consistent with the *Comprehensive Plan*;
- (3) The proposed use will not adversely impact environmentally sensitive lands or natural resources, including but not limited to waterbodies, wetlands, xeric communities, wildlife habitats, endangered or threatened plants and animal species or species of special concern, wellfields, and individual wells;
- (4) The proposed use will not substantially or permanently depreciate the value of surrounding property; create a nuisance; or deprive adjoining properties of adequate light and air; create excessive noise, odor, glare, or visual impacts on the neighborhood and adjoining properties;
- (5) There are adequate public facilities to serve the development, including but not limited to roads, sidewalks, bike paths, potable water, wastewater treatment, drainage, fire and police safety, parks and recreation facilities, schools, and playgrounds;
- (6) Ingress and egress to the property and traffic patterns are designed to protect and promote motorized vehicle and pedestrian/bicycle safety and convenience, allow for desirable traffic flow and control, and provide adequate access in case of fire or catastrophe;

- (7) The proposed use is functional in the use of space and aesthetically acceptable;
- (8) The proposed use provides for the safety of occupants and visitors; and
- (9) The proposed use of materials and architectural features will not adversely impact the neighborhood and aesthetics of the area;

now therefore,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. The above recitals are true and correct and are incorporated by reference.

SECTION TWO. The Mayor and City Manager are hereby authorized and directed to execute and issue a Third Amended Special Exception Development Order to allow an increase from 200 students (per Resolution 2000-119) to a maximum of 600 students, to allow the addition of approximately 13,327 square feet of building area to accommodate the increase in students, and to remove any hours of restriction of the school use, at the Riverbend Academy located at 2080 West Granada Boulevard, within the SR (Suburban Residential) zoning district, on the real property described in the Third Amended Special Exception Development Order, a copy of which is attached hereto and incorporated by reference.

SECTION THREE. A certified copy of this Resolution and the executed original Third Amended Special Exception Development Order shall be recorded in the public records of Volusia County, Florida.

SECTION FOUR. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED this 21st day of September 2022.

BILL PARTINGTON
Mayor

ATTEST:

SUSAN CARROLL DAUDERIS
City Clerk

**BEFORE THE
CITY COMMISSION
OF THE
CITY OF ORMOND BEACH**

IN RE: Applicant: Mark Dowst, P.E., Mark Dowst & Associates, Inc.,
authorized agent for the property owner, Riverbend
Community Church Inc., A Florida Not For-Profit
Corporation

Application No.: SE2022-036

Project Name: Riverbend Academy expansion

Property Address: 2080 West Granada Boulevard

Parcel ID No.: 4125-00-00-0231

**THIRD AMENDED
SPECIAL EXCEPTION
DEVELOPMENT ORDER**

This matter having come on for public hearing before the City Commission of the City of Ormond Beach, Florida, on September 21, 2022, and the City Commission having considered those items as required by Section 1-18 of the *Land Development Code*, and having heard testimony and evidence from all affected persons, the City Commission hereby finds that:

1. The proposed use conforms to the standards and requirements of the *Land Development Code* and will not create undue crowding beyond the conditions normally permitted in the SR, Suburban Residential, zoning district, or adversely affect the public health, safety, welfare or quality of life;
2. The proposed use is consistent with the *Comprehensive Plan*;
3. The proposed use will not adversely impact environmentally sensitive lands or natural resources, including but not limited to waterbodies, wetlands, xeric communities, wildlife habitats, endangered or threatened plants and animal species or species of special concern, wellfields, and individual wells;
4. The proposed use will not substantially or permanently depreciate the value of surrounding property; create a nuisance; or deprive adjoining properties of adequate light and air; create excessive noise, odor, glare, or visual impacts on the neighborhood and adjoining properties;

5. There are adequate public facilities to serve the development, including but not limited to roads, sidewalks, bike paths, potable water, wastewater treatment, drainage, fire and police safety, parks and recreation facilities, schools, and playgrounds;

6. Ingress and egress to the property and traffic patterns are designed to protect and promote motorized vehicle and pedestrian/bicycle safety and convenience, allow for desirable traffic flow and control, and provide adequate access in case of fire or catastrophe;

7. The proposed use is functional in the use of space and aesthetically acceptable;

8. The proposed use provides for the safety of occupants and visitors; and

9. The proposed use of materials and architectural features will not adversely impact the neighborhood and aesthetics of the area.

Thereupon and in consideration thereof, the City Commission hereby orders

that:

A. The application of Mark Dowst, P.E., Mark Dowst & Associates, Inc., authorized agent for the property owner, Riverbend Community Church, Inc., a Florida Not For-Profit Corporation (the "Applicant"), for a Third Amended Special Exception Development Order to allow an increase from 200 students (per Resolution 2000-119) to a maximum of 600 students, to allow the addition of approximately 13,327 square feet of building area to accommodate the increase in students, and to remove any hours of restriction of the school use, at the Riverbend Academy located at 2080 West Granada Boulevard, within the SR (Suburban Residential) zoning district, on that real property described on Exhibit "A" attached hereto and incorporated by reference, is hereby granted, subject to the following conditions:

1. All applicable provisions of the *Land Development Code* shall be complied with at all times, such provisions being incorporated herein by reference and hereby specifically made a part of this Special Exception;

2. The resolution of the outstanding Site Plan Review Committee comments attached as Exhibit "B";

3. Full and complete compliance with the Applicant's Site Plan attached as Exhibit "C";

4. Full and complete compliance with the Special Conditions described in Exhibit “D”.

B. No material change shall be made to the final plans attached as Exhibit “C” and incorporated herein by reference for this Special Exception without further review by the Planning Board and approval by the City Commission in accordance with the procedures for the approval of this Special Exception Development Order.

C. In the event a Neighborhood Improvement Officer subsequently determines there to be any violation of this Special Exception, such Officer shall promptly present such determination to Special Magistrate for hearing.

D. If this Special Exception is abandoned for a period of six (6) months, a zoning approval for a new use, subject to Special Exception requirements, shall not be issued until the Site Plan review Committee determines that all of the conditions of Chapter I, Article II, Section 1-14(3)(c) of the *Land Development Code* have been met.

E. This Special Exception Development Order shall be recorded in the public records of Volusia County, Florida, at the expense of Mark Dowst, P.E., Mark Dowst & Associates, Inc., authorized agent for the property owner, Riverbend Community Church, Inc., a Florida Not For-Profit Corporation and shall be binding upon Riverbend Community Church, Inc., and its successors and assigns, and shall run with the real property described in Exhibit “A” attached hereto and incorporated herein by reference. (Parcel ID No.: 4125-00-00-0231)

ORDERED this 21st day of September, 2022.

By: _____
BILL PARTINGTON
 Mayor

(CITY SEAL)

Attest: _____
JOYCE A. SHANAHAN
 City Manager

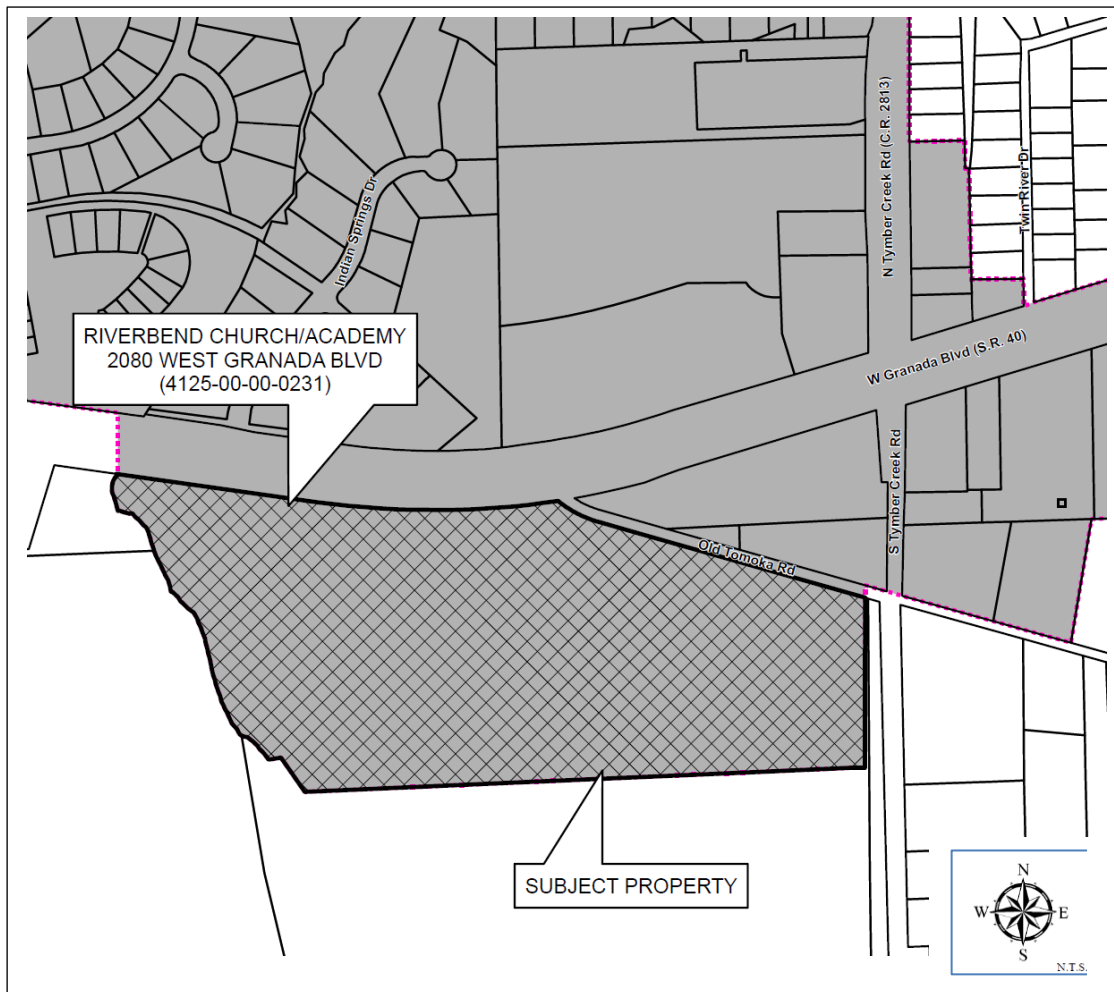
EXHIBIT “A”**Page 1 of 2****LEGAL DESCRIPTION****(from Mark Dowst & Associates, Inc. survey – electronically signed/sealed July 5, 2022)****LEGAL DESCRIPTION** (PER MARK DOWST & ASSOCIATES, INC.)

A PORTION OF SECTIONS 25, 26, 35 AND 36, TOWNSHIP 14 SOUTH, RANGE 31 EAST, VOLUSIA COUNTY, FLORIDA, LYING SOUTHERLY OF STATE ROAD NO. 40 (A 200 FOOT RIGHT OF WAY AS CURRENTLY ESTABLISHED AND RECOGNIZED) AND THE OLD ORMOND—BARBERVILLE ROAD (UNPRESCRIBED RIGHT OF WAY) AND WESTERLY OF TYMBER CREEK ROAD, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: AS A POINT OF REFERENCE, COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 25; THENCE NORTH 00 DEGREES 37 MINUTES 16 SECONDS WEST, ALONG THE WEST LINE OF SAID SECTION 25, A DISTANCE OF 128.22 FEET TO THE POINT OF BEGINNING, AND THE SOUTH RIGHT OF WAY LINE OF SAID STATE ROAD NO. 40, SAID POINT BEING ON A CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 2996.79 FEET AND A CENTRAL ANGLE OF 2 DEGREES 50 MINUTES 29 SECONDS; THENCE EASTERLY, ALONG THE ARC OF SAID CURVE TO THE LEFT, A DISTANCE OF 148.62 FEET, SAID ARC SUBTENDED BY A CHORD WHICH BEARS NORTH 83 DEGREES 50 MINUTES 41 SECONDS EAST, A DISTANCE OF 148.60 FEET TO A POINT ON THE SOUTHERLY LINE OF OLD ORMOND—BARBERVILLE ROAD, SAID POINT BEING ON A CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 833.60 FEET AND A CENTRAL ANGLE OF 15 DEGREES 41 MINUTES 34 SECONDS; THENCE SOUTHEASTERLY, ALONG THE SAID SOUTHERLY ROAD LINE AND ALONG THE ARC OF A CURVE TO THE LEFT, A DISTANCE OF 228.32 FEET, SAID ARC SUBTENDED BY A CHORD WHICH BEARS SOUTH 66 DEGREES 13 MINUTES 05 SECONDS EAST, A DISTANCE OF 227.60 FEET TO THE END OF CURVE; THENCE CONTINUING ALONG SAID SOUTHERLY ROAD LINE, SOUTH 74 DEGREES 03 MINUTES 52 SECONDS EAST, 120.74 FEET; THENCE CONTINUING ALONG SAID SOUTHERLY ROAD LINE, SOUTH 74 DEGREES 22 MINUTES 20 SECONDS EAST, 778.68 FEET; THENCE DEPARTING THE SOUTH LINE OF SAID ROAD, SOUTH 01 DEGREE 11 MINUTES 07 SECONDS EAST, A DISTANCE OF 581.27 FEET; THENCE SOUTH 87 DEGREES 55 MINUTES 30 SECONDS WEST, A DISTANCE OF 1736.52 FEET; THENCE SOUTH 87 DEGREES 57 MINUTES 31 SECONDS WEST, 168.08 FEET; THENCE NORTH 34 DEGREES 04 MINUTES 43 SECONDS WEST, 139.06 FEET; THENCE SOUTH 78 DEGREES 01 MINUTES 46 SECONDS WEST, 52.17 FEET; THENCE NORTH 35 DEGREES 16 MINUTES 17 SECONDS WEST, 101.31 FEET; THENCE NORTH 63 DEGREES 14 MINUTES 57 SECONDS WEST, 38.40 FEET; THENCE NORTH 32 DEGREES 17 MINUTES 14 SECONDS WEST, 93.80 FEET; THENCE NORTH 20 DEGREES 26 MINUTES 25 SECONDS WEST, 88.08 FEET; THENCE NORTH 14 DEGREES 54 MINUTES 42 SECONDS WEST, 126.64 FEET; THENCE NORTH 13 DEGREES 12 MINUTES 42 SECONDS WEST, 83.31 FEET; THENCE NORTH 30 DEGREES 23 MINUTES 16 SECONDS WEST, 84.92 FEET; THENCE NORTH 43 DEGREES 43 MINUTES 02 SECONDS WEST, 72.15 FEET; THENCE NORTH 14 DEGREES 46 MINUTES 48 SECONDS WEST, 78.71 FEET; THENCE NORTH 18 DEGREES 04 MINUTES 39 SECONDS WEST, 65.09 FEET; THENCE NORTH 16 DEGREES 23 MINUTES 37 SECONDS WEST, 104.42 FEET; THENCE NORTH 41 DEGREES 41 MINUTES 39 SECONDS WEST, 43.83 FEET; THENCE NORTH 50 DEGREES 21 MINUTES 19 SECONDS WEST, 21.57 FEET; THENCE NORTH 68 DEGREES 33 MINUTES 58 SECONDS WEST, 40.14 FEET; THENCE NORTH 12 DEGREES 54 MINUTES 40 SECONDS WEST, 81.72 FEET; THENCE NORTH 19 DEGREES 55 MINUTES 56 SECONDS EAST, 3.02 FEET TO THE SOUTHERLY RIGHT OF WAY LINE OF SAID STATE ROAD NO. 40; THENCE SOUTH 81 DEGREES 50 MINUTES 58 SECONDS EAST, ALONG SAID SOUTHERLY RIGHT OF WAY LINE, 620.47 FEET TO THE BEGINNING OF A CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 2996.79 FEET AND A CENTRAL ANGLE OF 12 DEGREES 53 MINUTES 11 SECONDS; THENCE EASTERLY, ALONG SAID SOUTHERLY RIGHT OF WAY LINE AND ALONG THE ARC OF SAID CURVE TO THE LEFT, A DISTANCE OF 674.01 FEET TO THE POINT OF BEGINNING.

EXHIBIT "A"

Page 2 of 2

LOCATION MAP



PARCEL ID: 4125-00-00-0231

OWNER: RIVERBEND COMMUNITY CHURCH INC., A FLORIDA NOT FOR-PROFIT CORPORATION

APPLICANT: MARK DOWST, P.E., MARK DOWST & ASSOCIATES, INC., AUTHORIZED AGENT FOR THE PROPERTY OWNER, RIVERBEND COMMUNITY CHURCH INC., A FLORIDA NOT FOR-PROFIT CORPORATION

SPECIAL EXCEPTION ADDRESS: 2080 WEST GRANADA BOULEVARD, ORMOND BEACH, FL 32176

EXHIBIT “B”**SITE PLAN REVIEW COMMITTEE OUTSTANDING COMMENTS****Project Name: PZ-22-036****Project Description: 2080 West Granada Boulevard, Riverbend Church, school expansion**

Review Comments List Date: 7/25/2022

Ref. # 9, Civil Engineer, David Allen, Cycle 1, Unresolved

Markup: Civil-Sewer-Storm Conflicts, 854A_C6 SS.pdf

Based on the floor plans and Utility comments, there will be a gravity sewer line from both classrooms. The layout of the storm drainage will require crossings. Please provide detailed information of the crossings.

Ref. # 10, Civil Engineer, David Allen, Cycle 1, Unresolved

Markup: Civil-Storm, 854A_C6 SS.pdf

Please provide calculations for the area and the flows for the proposed pipes. The system appears to include downspouts from the roof.

Ref. # 11, Civil Engineer, David Allen, Cycle 1, Unresolved

Markup: Civil-Details, 854A_C8 SS.pdf

Please add City of Ormond Beach standard detail R-8 Pavement Cut and Patch.

Ref. # 12, Fire Plans Examiner, MLG Municipal Services, Cycle 1, Unresolved

Markup: Changemark note #01, 854A_C5 SS.pdf

Please provide a Florida Building Code analysis showing the allowable area of the building with the two proposed additions based on the occupancy classifications of an assembly building and school, the construction types for both existing and proposed construction and if the building and additions will be fire sprinklered. The additions may require both fire rated separation and fire sprinklers if allowable areas are exceeded.

Ref. # 13, Landscape Architect, Cara Culliver, Cycle 1, Unresolved

Markup: Greenbelt Landscape Betterment Plan, 854A_C2 SS.pdf

- Please provide a Greenbelt landscape betterment plan for the existing 36' foot buffer. Sixty percent of buffer shall have native plant materials. Also, one tree per 200' square foot of area is required. Existing healthy trees can count toward this requirement. The irrigation system in this area shall also be operable prior project completion.

Ref. # 8, Planner 3, Becky Weed, Cycle 1, Unresolved

Markup: Flood Zones A and X, 854A_C2 SS.pdf

Please delineate the Flood Zone Boundary. If any portion of the new structure is in Flood Zone A, three elevation certificates will be required. If entire structure is to be located in Flood Zone X, then the FFE will need to be 18 inches above the crown of road unless the City Engineer allows a lower elevation based on specific site conditions.

Ref. # 23, Planner 3, Becky Weed, Cycle 2, Unresolved

Markup: Structures not in Special Flood Hazard Area, 854A-C6 SS.pdf

Please indicate the crown of the road. Per the Land Development Code, any new principal structure outside the Special Flood Hazard Area, the Finished Floor Elevation needs to be a minimum of 18 inches above the crown of the road unless City Engineer allows a lower elevation based on site specific conditions.

**SITE PLAN
FOR
RIVERBEND COMMUNITY CHURCH
BUILDING ADDITION
ORMOND BEACH, FLORIDA**

PREPARED BY:

ARK DOWST & ASSOCIATES, INC.
ENGINEERS * PLANNERS * SURVEYORS

ENGINEERS * PLANNERS * SURVEYORS

OWNER:

RIVERBEND COMMUNITY CHURCH, INC.
2080 W. GRANADA BOULEVARD
ORLAND BEACH, FLORIDA 32174
PHONE:

ENGINEER AND SURVEYOR:

MARK DOWNS AND ASSOCIATES, INC.
536 N. HALIFAX AVENUE, SUITE 100
DAYTONA BEACH, FLORIDA 32118
PHONE: (386) 258-7999 FAX: (386) 257-4310



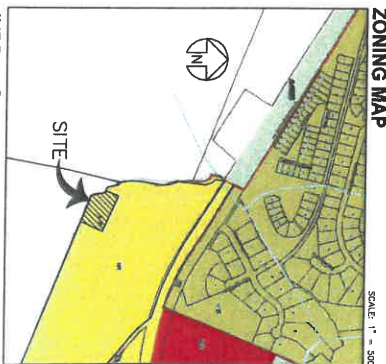
SOILS MAP



FLOOD MAP

LEGAL DESCRIPTION

A summary of the results of the study is given in Table 1. The mean age of the study group was 46.4 years, and 43.6% of the subjects were male. The mean age of the control group was 46.4 years, and 43.6% of the subjects were male. The mean age of the study group was 46.4 years, and 43.6% of the subjects were male. The mean age of the control group was 46.4 years, and 43.6% of the subjects were male.

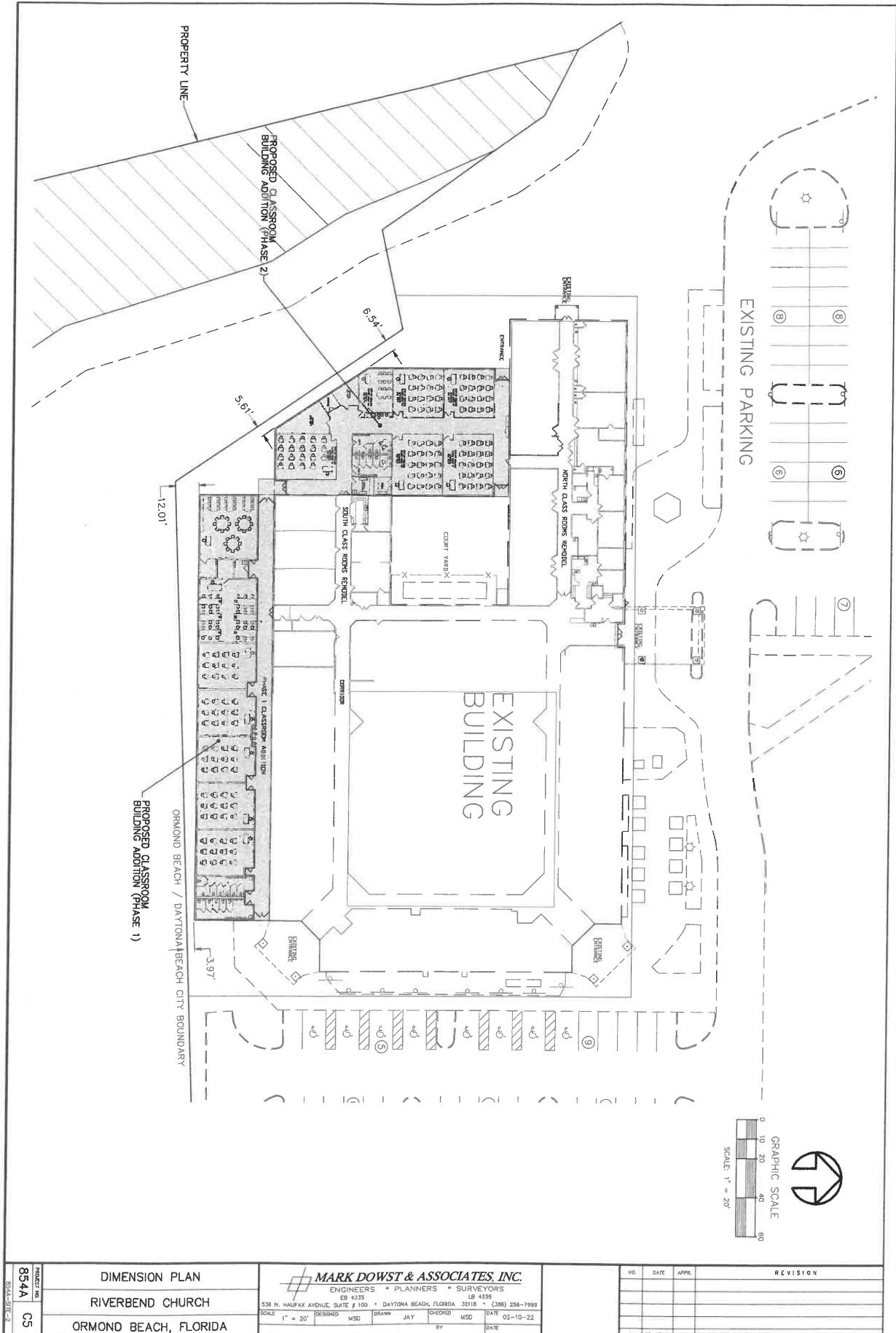
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ZONING MAP

INDEX TO SHEETS

No.	DESCRIPTION
C1	COVER SHEET
C2	OVERALL PLAN
C3	AERIAL OVERLAY
C4	EXISTING SITE CONDITIONS
C5	DIMENSION PLAN
C6	GRADING AND DRAINAGE PLAN
C7	UTILITY PLAN
C8-C10	CONSTRUCTION DETAILS
S1	PROPERTY SURVEY





PROJECT NO. 8544A SSA-SITE-2	DIMENSION PLAN		MARK DOWST & ASSOCIATES, INC. ENGINEERS • PLANNERS • SURVEYORS 530 N. HALPAX AVENUE, SUITE # 100 • DAYTONA BEACH, FLORIDA 32118 • (386) 258-7999	NO.	DATE	APPR.	REVISION
	RIVERBEND CHURCH						
	ORMOND BEACH, FLORIDA						
	C5						

SCALE	1" = 20'	DESIGNED	MSD	DRAWN	JAY	CHECKED	MSD	DATE	02-10-22
						BY		DATE	

EXHIBIT "C"

Page 4 of 10

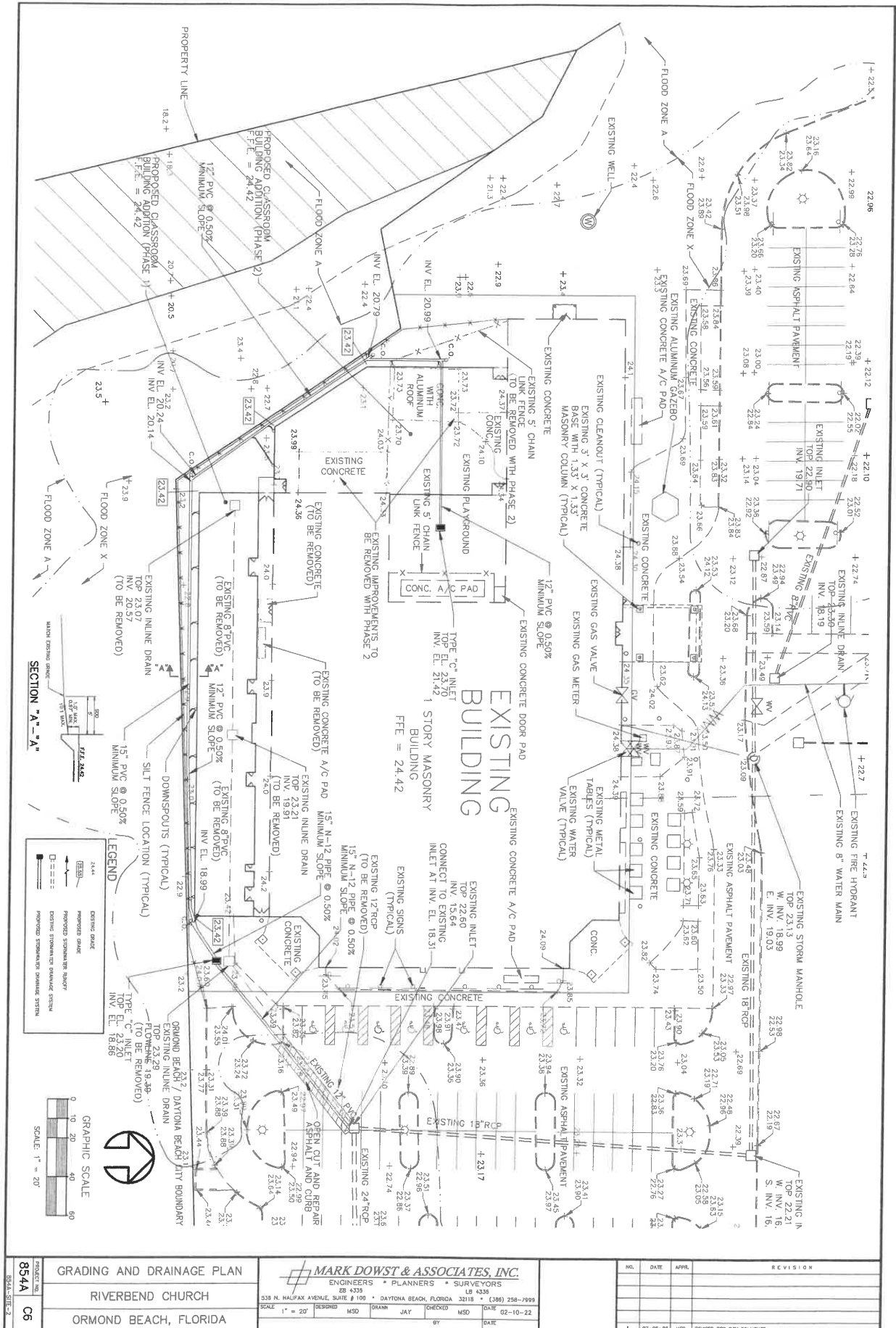
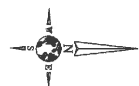
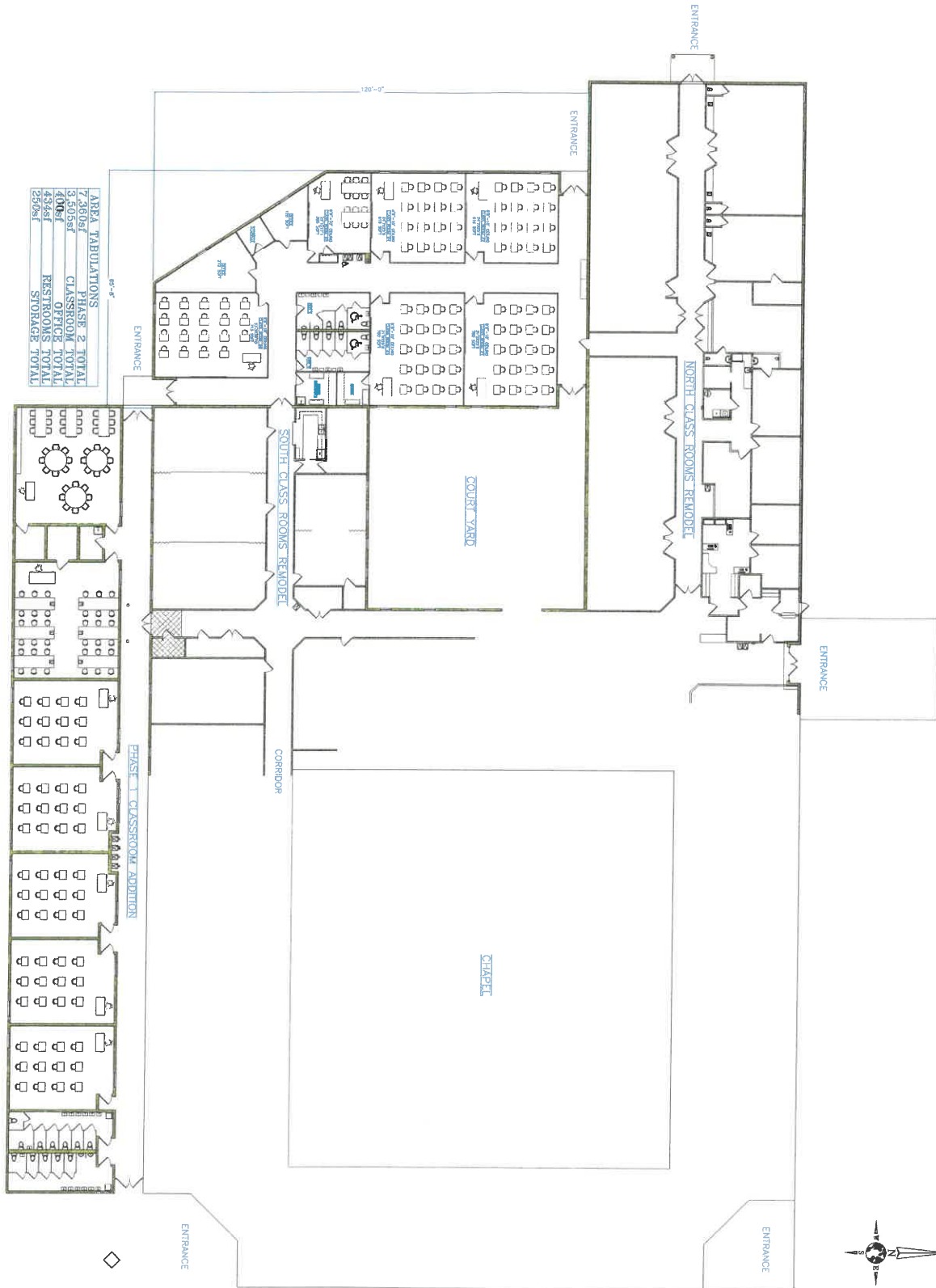


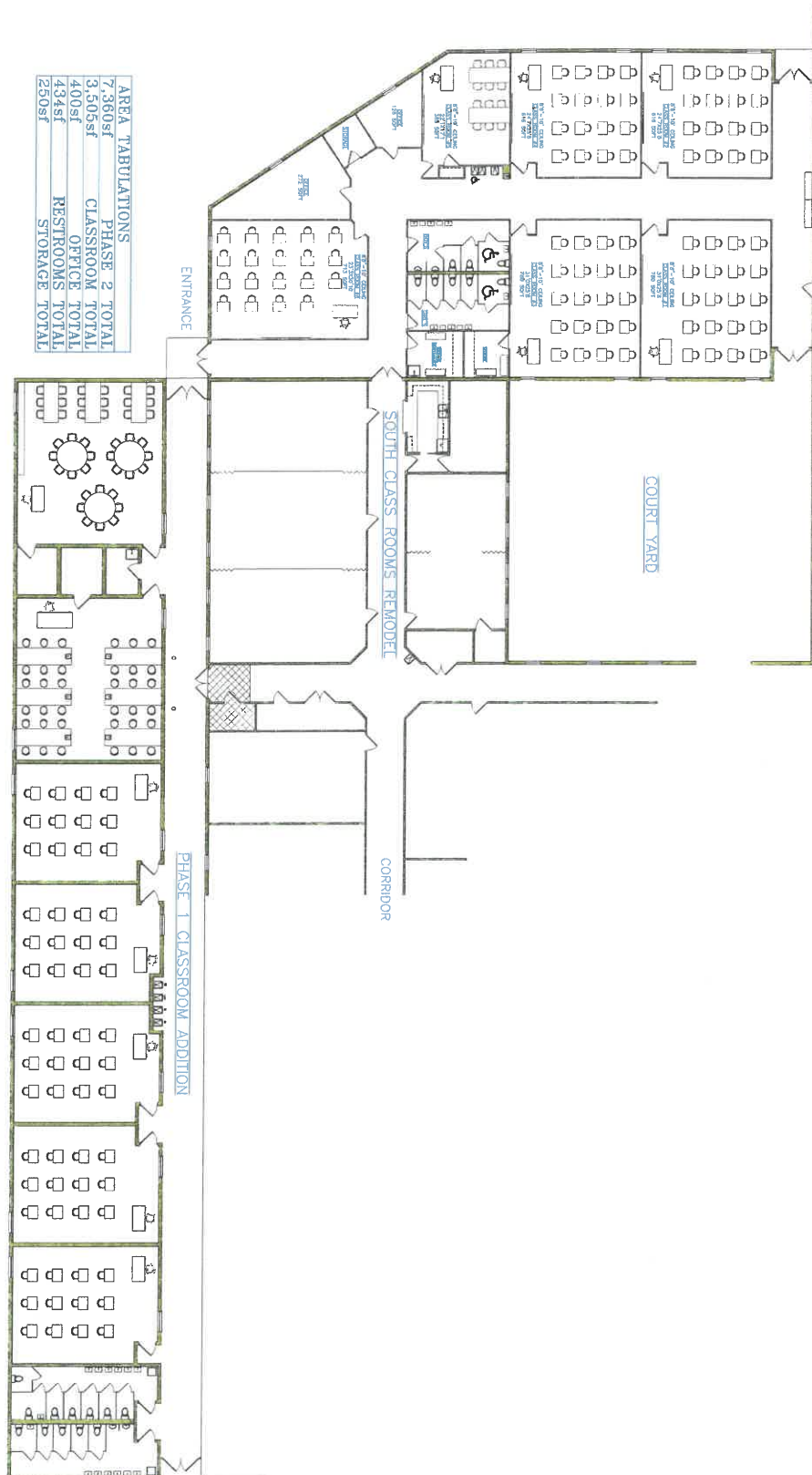


EXHIBIT "C"

Page 6 of 10



STANLEY P. NOELLE ARCHITECTS, INC. 1000 N. W. 10th Ave., Suite 100 Fort Lauderdale, FL 33304 Phone: (954) 561-1111 Fax: (954) 561-1112 www.stanleypnoelle.com	THE USE OF THESE DRAWINGS AND SPECIFICATIONS IS LIMITED TO THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. ANY REUSE OF THESE DRAWINGS OR SPECIFICATIONS FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF STANLEY P. NOELLE ARCHITECTS, INC. IS STRICTLY PROHIBITED.	
	ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND SPECIFICATIONS OF THE STATE OF FLORIDA AND THE CITY OF FORT LAUDERDALE.	
	ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND SPECIFICATIONS OF THE STATE OF FLORIDA AND THE CITY OF FORT LAUDERDALE.	
	ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND SPECIFICATIONS OF THE STATE OF FLORIDA AND THE CITY OF FORT LAUDERDALE.	
OWNER: STANLEY P. NOELLE ARCHITECTS, INC.		
PLAN DATE: February 11, 2022		
2020 W. GRANDA BEACH, FL 32174		
PAGE: 1		



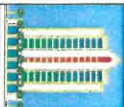
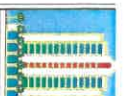
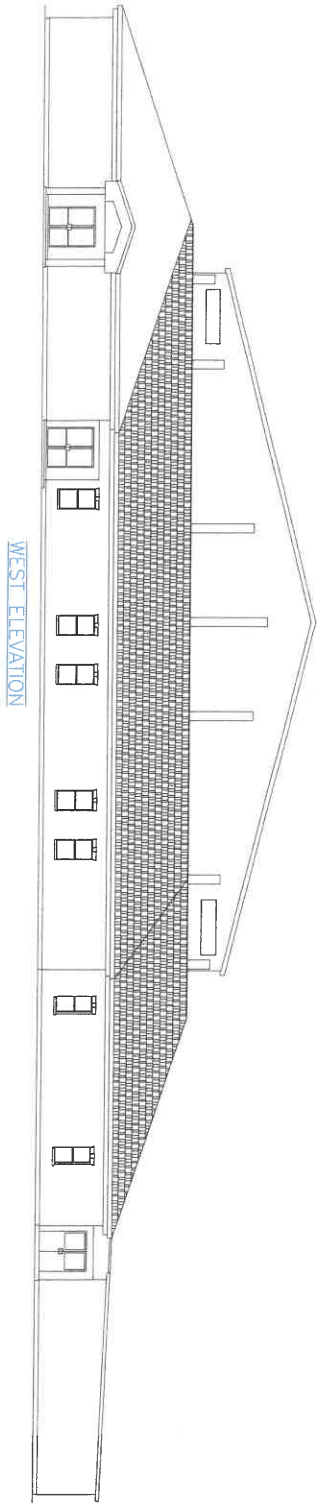
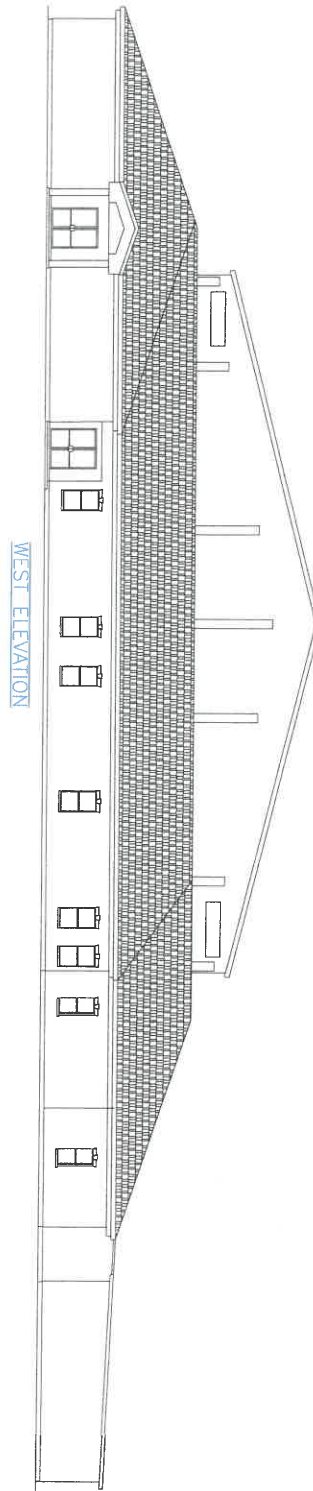
 STANLEY P. HOELLE ARCHITECTS, INC. 1114 W. WASHINGTON ST., SUITE 200 TAMPA, FL 33606-4000 PH: 813.241.1111 FAX: 813.241.1112 WWW.SPH-ARCH.COM	THE USER OF THESE DRAWINGS AND SPECIFICATIONS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES.		
	ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND SPECIFICATIONS. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES.		
	ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND SPECIFICATIONS. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES.		
	ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND SPECIFICATIONS. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES.		
PHASE 2 ADDITION EDUCATION CHURCH SCHOOL			
OWNER: RIVERBEND COMMUNITY CHURCH INC.			
PLAN DATE: February 11, 2022			
"I HAVE REVIEWED AND APPROVED THESE DRAWINGS AND SPECIFICATIONS FOR THE PROJECT DESCRIBED HEREIN. I AM A LICENSED ARCHITECT IN THE STATE OF FLORIDA AND I AM NOT PROVIDING ANY GUARANTEE OR WARRANTY FOR THE ACCURACY OR COMPLETION OF THE PROJECT. I AM PROVIDING THESE DRAWINGS AND SPECIFICATIONS AS A PROFESSIONAL SERVICE AND I AM NOT RESPONSIBLE FOR ANY DELAYS OR COSTS INCURRED BY THE USER OR ANY OTHER PARTY. I AM NOT PROVIDING ANY GUARANTEE OR WARRANTY FOR THE ACCURACY OR COMPLETION OF THE PROJECT. I AM PROVIDING THESE DRAWINGS AND SPECIFICATIONS AS A PROFESSIONAL SERVICE AND I AM NOT RESPONSIBLE FOR ANY DELAYS OR COSTS INCURRED BY THE USER OR ANY OTHER PARTY."			
STANLEY P. HOELLE ARCH #9033			
LOCATION: 2900 W. GRANDA BLVD. ORLANDO BEACH, FL 32174			
PAGE: 2			

EXHIBIT "C"

Page 8 of 10



STANLEY P. HOE
ARCHITECT
OVER 30 YEARS OF EXPERIENCE
DESIGNING AND CONSTRUCTING
SCHOOL BUILDINGS

THE ARCHITECT'S RESPONSIBILITY IS TO DESIGN AND CONSTRUCT A BUILDING THAT MEETS THE NEEDS OF THE CLIENT AND IS IN ACCORDANCE WITH ALL APPLICABLE CODES AND REGULATIONS. THE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE BUILDING, INCLUDING THE STRUCTURE, MECHANICAL, ELECTRICAL, AND PLUMBING SYSTEMS. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE INTERIOR FINISHES, LANDSCAPE, OR OTHER SPECIALTIES.

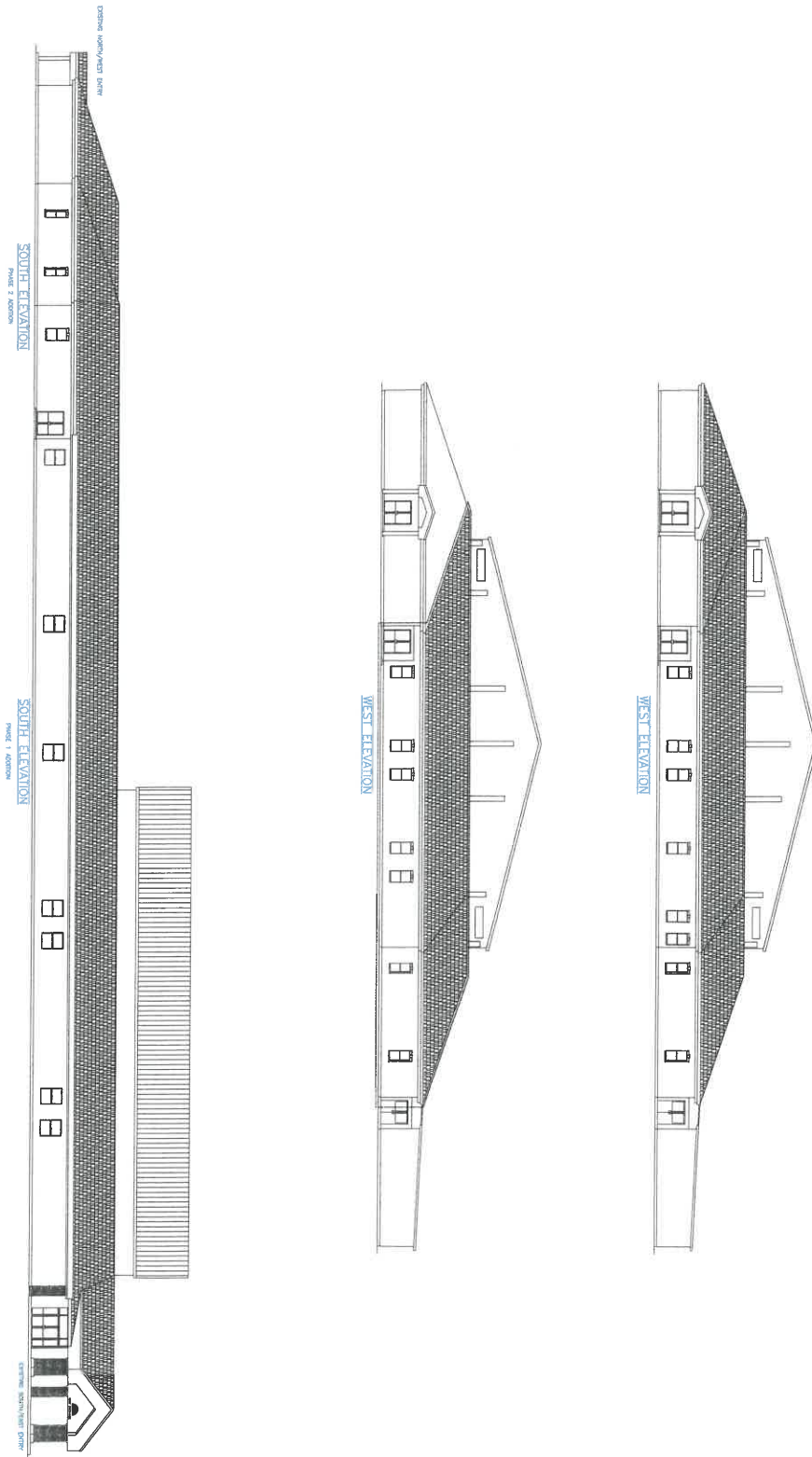
ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND REGULATIONS. THE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE BUILDING, INCLUDING THE STRUCTURE, MECHANICAL, ELECTRICAL, AND PLUMBING SYSTEMS. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE INTERIOR FINISHES, LANDSCAPE, OR OTHER SPECIALTIES.

PHASE 2 ADDITION EDUCATION CHURCH SCHOOL

OWNER: RIVERBEND
EDUCATION CHURCH INC.
PLAN DATE: February 1, 2022

"I HAVE AGREED TO
PROVIDE MATERIAL, LABOR, AND
EQUIPMENT FOR THE CONSTRUCTION
OF THE BUILDING, INCLUDING THE
STRUCTURE, MECHANICAL, ELECTRICAL,
AND PLUMBING SYSTEMS. I SHALL
BE RESPONSIBLE FOR THE DESIGN
AND CONSTRUCTION OF THE BUILDING,
INCLUDING THE STRUCTURE, MECHANICAL,
ELECTRICAL, AND PLUMBING SYSTEMS.
I SHALL NOT BE RESPONSIBLE FOR THE
DESIGN AND CONSTRUCTION OF THE
INTERIOR FINISHES, LANDSCAPE, OR
OTHER SPECIALTIES."

LOCATION: STANLEY P. HOE
ARCH #0053
2000 W. GRAND
BLVD, OREM
UTAH, 84058



 STANLEY P. HOELLE A K-5 ELEMENTARY SCHOOL 1000 N. HARTSHORN ST. BETHANY, MO. 64808	PHASE 2 ADDITION EDUCATION CHURCH SCHOOL	OWNER: RIVERBEND EDUCATION CHURCH 1000 N. HARTSHORN ST. BETHANY, MO. 64808 PLAN DATE: February 11, 2022	PLAN DESCRIPTION: 2017 NATIONAL SPEC. CONSTR. 2018 NATIONAL SPEC. CONSTR. 2019 NATIONAL SPEC. CONSTR. 2020 NATIONAL SPEC. CONSTR. 2021 NATIONAL SPEC. CONSTR. 2022 NATIONAL SPEC. CONSTR. EXISTING CONDITIONS: 1. EXISTING BUILDING 2. EXISTING SITE 3. EXISTING UTILITIES PROPOSED CONDITIONS: 1. NEW BUILDING 2. NEW SITE 3. NEW UTILITIES	ALL CONSTRUCTION IS AS SHOWN ON THE DRAWINGS. THE OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND CONNECTIONS TO EXISTING UTILITIES. THE OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY CONNECTIONS TO EXISTING UTILITIES.
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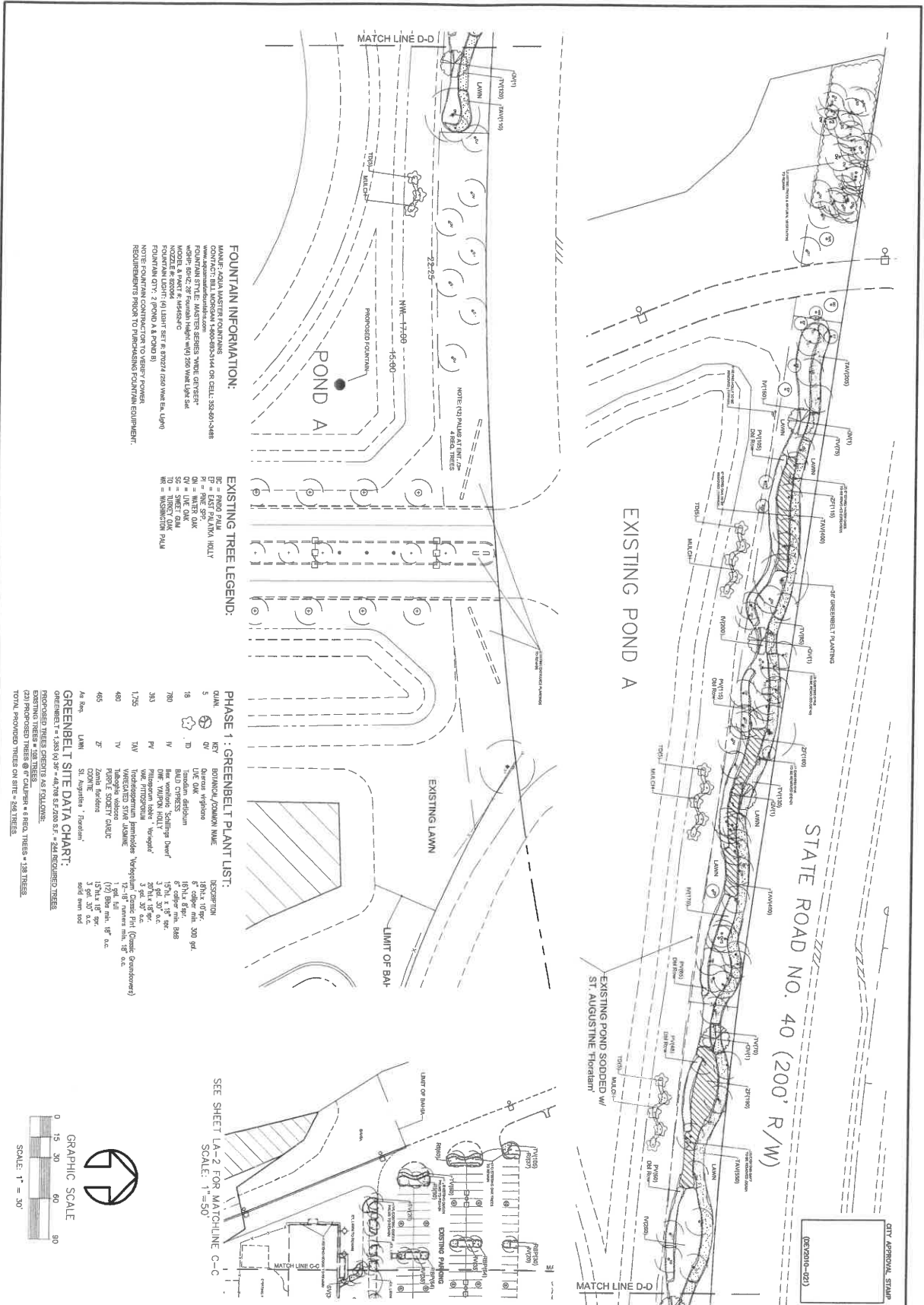


EXHIBIT “D”**Special Conditions**

1. The proposed expansion is a total of 13,327 square feet in two phases is granted;
2. The project shall be required to bring the landscaping along the West Granada Boulevard frontage into compliance with the Greenbelt landscape planting requirements and the 1997 approval;
3. The requested school expansion is granted. The maximum number of allowed students at Riverbend Academy school shall be 600. Any increase in the number of students beyond 600 shall require a Special Exception amendment;
4. The hours of school operation established in Resolution 2000-119 are removed and the school shall have no hours of operation limitations; and
5. Except to the extent amended, all conditions in the Conditional Use Permits (now Special Exceptions) listed below shall at all times be strictly complied with; in the event of any conflict between the Conditional Use Permits (now Special Exceptions) or the third Amended Special Exception Development Order, the provisions of this third Amended Special Exception Development Order shall control:
 - A. Resolution No. 95-133, Conditional Use Permit recorded in Official Records Book 4031, at Pages 4621 through 4634, inclusive;
 - B. Resolution No. 97-114, first Amended Conditional Use Permit recorded in Official Records Book 4212, at Pages 2015 through 2023, inclusive; and
 - C. Resolution No. 2000-119, second Amended Conditional Use Permit recorded in Official Records Book 4585, at Pages 2646 through 2661, inclusive.

STAFF REPORT

City of Ormond Beach Department of Planning

MEETING DATE: August 11, 2022

SUBJECT: 2080 West Granada Boulevard, Riverbend Academy expansion

APPLICANT: Mark Dowst, P.E., Mark Dowst & Associates, Inc., authorized agent for the property owner, Riverbend Community Church

NUMBER: SE 2022-036

PROJECT PLANNER: Steven Spraker, AICP, Planning Director

INTRODUCTION: This is a request submitted by Mark Dowst, P.E., Mark Dowst & Associates, Inc., authorized agent for the property owner, Riverbend Community Church, for a Special Exception amendment. The Special Exception amendment request seeks to add approximately 13,327 square feet of building area to accommodate an increase from 200 students (per Ordinance 2000-119) to a maximum of 600 students at the Riverbend Academy. The subject property is located at 2080 West Granada Boulevard and is zoned SR (Suburban Residential).

BACKGROUND: The subject property is currently designated as “Suburban Low Density Residential” on the City’s Future Land Use Map (FLUM), and is classified as SR (Suburban Residential) on the City’s Official Zoning Map. The property is shown in the aerial in Exhibit 1 and surrounding uses on Exhibit 2.

Exhibit 1: Site Aerial:



Exhibit 2: Surrounding Uses with Land Use and Zoning Designations:

	Land Uses	Land Use Designation	Zoning Classification
North	Indian Springs, Coquina Presbyterian Church, vacant commercial	"Open Space/Conservation", "Low Density Residential", Public Institutional", "General Commercial"	R-3 (Medium Density Residential) and B-8 (Commercial)
South	Daytona Beach – Riverbend Community Church	Daytona Beach "Church"	Daytona Beach Planned Development
East	Faith Lutheran Church Storage	"Public Institutional" and "Heavy Commercial"	SR (Suburban Residential) and B-5 (Heavy Commercial)
West	Daytona Beach, Avalon Park	Daytona Beach "Low Intensity Urban"	Daytona Beach Planned Development

On August 22, 1995, the City Commission approved a Conditional Use Permit (now a Special Exception) for the First Baptist Church of Ormond Beach to construct a house of worship and customary accessory uses for the 44.60-acre property at 2080 West Granada Boulevard (Resolution 95-133). As a condition of this approval, the Church agreed not to operate a school or daycare on site, other than that associated with Church functions.

On June 17, 1997, the City Commission approved an amendment to the Conditional Use Permit to allow a childcare facility to be operated within the existing building (Resolution 97-114). The project noted that the childcare facility was allowed as a conditional use (staff approval) within the SR (Suburban Residential) zoning district. However, since Resolution 95-133 specifically prohibited a school or daycare on site, an amendment to the Conditional Use Permit was needed.

On August 15, 2000, the City Commission approved a second amendment to the Conditional Use Permit to allow a school in its existing facility in conjunction with the childcare facility (Resolution 2000-119). The Resolution included conditions that state:

- The hours of operation of the school shall be limited to 6:30 a.m. to 6:00 p.m., Monday through Friday, excluding holidays and summer vacation.
- The facility shall be limited to a combined maximum of 200 students for the child care/school facility.

In ATTACHMENT 3, Riverbend Academy has provided a history of the church and the school. The letter details the beginning of the church in 1956 within the Downtown Ormond Beach area. In 1997, the church moved to the current location and changed its name from First Baptist of Ormond to Riverbend Community Church. The letter describes the beginning of Riverbend Academy starting in 2000 with 16 students. The school has

continued to grow and the daycare, the “Promise Land” was closed. The letter describes the vision for the Academy is to have two sections per grade with an average of 15 students per section (smaller for pre-school), with a resulting total enrollment between 400 and 450 students. The letter describes the plan is to split the student body into two separate drop-off/pick-up points, using the church’s parking lot space, including grass field parking, to accommodate the vehicles involved in the car lines.

The project conducted a neighborhood meeting on July 25, 2022. There was one resident that attended the neighborhood meeting. The applicant described the request including the building expansion, current school enrollment, and proposed traffic pattern. The resident discussed the open median along Granada Boulevard that allows access via a left-hand turn movement for west bound vehicles. The resident expressed concern that a future project, Tymber Creek Apartments is planned to add additional traffic to the left-hand turn lane. The resident did not express any concern or objection to the private school expansion.

PROJECT DESCRIPTION: The project site plans are included in ATTACHMENT 3. Key aspects of the project include:

1. The property is 44.61 acres within the City of Ormond Beach.
2. The Riverbend Community Church is located both in the City of Ormond Beach and the City of Daytona Beach. The school improvements are solely within the boundary of the City of Ormond Beach.
3. The existing building is 44,840 square feet.
4. The proposed expansion is a total of 13,327 square feet in two phases.
5. Resolution 2000-119 limited the number of students to 200. The letter from Riverbend Academy indicates that the enrollment is 301 students. The letter indicates a desire to grow to 450 students. The Special Exception amendment request seeks a maximum of 600 students to provide future enrollment flexibility and to ensure compliance with the development order.
6. Sheet C2 shows the required parking calculation. The church parking calculation requires 240 parking spaces and 325 parking spaces are provided. Note that the church parking calculation is higher than the required school parking calculation of 79 parking spaces and the greater parking requirement is used.
7. The two areas of classroom expansions do not impact any on-site wetlands.
8. The proposed expansions would architecturally match the existing building.
9. As part of the application, the project is being required by the Site Plan Review Committee to bring the landscaping along the West Granada Boulevard frontage into compliance with the Greenbelt landscape planting requirements and the 1997 approval.
10. The application seeks to remove the hours of operation restrictions established in Resolution 2000-119 that state: The hours of operation of the school shall be limited to 6:30 a.m. to 6:00 p.m., Monday through Friday, excluding holidays and summer vacation.

11. A traffic circulation plan has been provided in ATTACHMENT 3.

Application process: Exhibit 3 details the review process to date and remaining permitting steps:

Exhibit 3: Application process:

Action	Date
Application submittal	March 11, 2022
First SPRC review comments	March 27, 2022
Second SPRC submittal	July 6, 2022
Second SPRC review comments	July 20, 2022
Neighborhood meeting	July 25, 2022
Planning Board meeting	August 11, 2022
City Commission meeting	September 21, 2022
Resolve SPRC comments	To be determined

The following public notices have or are required to occur:

Exhibit 4: Public Notice:

Public Notice	Date	Notes
Application letter notice for neighborhood meeting	July 11, 2022	600' radius
Newspaper advertisement for neighborhood meeting	July 15, 2022	
Abutter letters for Planning Board	July 26, 2022	300' radius
Site Posting	July 28, 2022	
Newspaper advertisement for Planning Board	July 29, 2022	
Abutter letters for City Commission	Scheduled September 2, 2022	300' radius
Newspaper advertisement for City Commission	Scheduled September 9, 2022	

The project has also been posted on the city website under the Planning Department at: (1) Development Reports, <https://www.ormondbeach.org/1022/Riverbend-School-Expansion> and (2) Public Hearing Advertisements and Notices, <https://www.ormondbeach.org/1000/Public-Hearing-Advertisements-and-Notice>.

ANALYSIS: The subject property is currently designated as “Suburban Low Density Residential” on the City’s Future Land Use Map (FLUM), and is classified as SR (Suburban Residential) on the City’s Official Zoning Map. The incorporation of uses such as schools or daycares is common for houses of worships and makes efficient use of buildings, parking and site infrastructure. Section 2-57(74) of the Land Development Code contains the Special Exception conditions for “Schools, private”:

a. Landscaping buffers, fences and walls shall be required as provided under chapter 3, article I of this Land Development Code.

The property is 44.61 acres within the City of Ormond Beach and has larger than required landscape buffers. There is no site or building improvements along the frontages of West Granada Boulevard, Old Tomoka Road or Tymber Creek Road. The project would be required to bring the West Granada Boulevard landscape buffer into compliance with a betterment plan for landscaping.

b. No principal building shall be located within one hundred feet (100') and no accessory use or structure may be located within thirty feet (30') of any existing conforming residential use or a residential district or within thirty feet (30') of the perimeter boundary of any other district.

The proposed expansion is located along the south and west of the existing building and shall comply with the required principal and accessory use setbacks. The expansion along the south property abuts the land area owned by the Riverbend Community Church within the City of Daytona Beach.

c. Drop-off/pickup areas shall be provided in accordance with chapter 3, article III of this Land Development Code.

Both the K-5 and 6-12 grades have separate dedicated drop-off/pick-up areas per the traffic pattern plan provided in ATTACHMENT 3. As a large facility there is adequate parking and stacking areas to accommodate the private school use.

d. The facilities shall be located in compliance with section 2-56(8), as the same now exists or may hereafter be amended.

Section 2-56(8) of the Land Development Code does not allow a school or church within one thousand feet (1,000') of any bar, lounge or nightclub. The Riverbend Academy private school is not within a 1,000 feet of a bar, lounge, or nightclub.

The letter provided by Riverbend Academy describes the history of the church and the school. The school has grown over time and is seeking an expansion based upon existing needs and is planning for future growth. The Riverbend facility is designed to accommodate the school expansion. The dual use of the school and church makes efficient use of the buildings, parking, and site infrastructure.

Section 2-56: Special Exception Criteria

Section 2-56 of the Land Development Code outlines the general criteria for all Special Exception approvals:

- A. *Off-street parking, loading and service areas shall be provided and located such that there is no adverse impact on adjoining properties, beyond that generally experienced in the district.***

The Special Exception amendment utilizes the existing parking and drop-off/pick-up areas. The expansion of the private school would not impact adjoining properties.

- B. *Required yards, screening or buffering, and landscaping shall be consistent with the district in general, the specific needs of the abutting land uses, Chapter 3, Article 1, and other applicable provisions of this Code.***

The Special Exception amendment for the private school expansion would not have an impact on buffering or landscaping. As part of the project, the Greenbelt landscape buffer will have landscape material re-installed to meet the Land Development Code requirements.

- C. *Size, location, or number of conditional or Special Exceptions in an area shall be limited so as to maintain the overall character of the district in which said conditional or Special Exceptions are located.***

The zoning regulations of the SR, Suburban Residential district requires a Special Exception for a private school. The Special Exception amendment will not alter the overall character of the area.

- D. *Hours of operation may be limited and the City may require additional information on structural design and site arrangement, to assure the compatibility of the development with existing and proposed uses in the surrounding area.***

The application seeks to remove the hours of operation restrictions established in Resolution 2000-119 that state: The hours of operation of the school shall be limited to 6:30 a.m. to 6:00 p.m., Monday through Friday, excluding holidays and summer vacation. Based on the location, the necessary functions of a K-12 school, and the lack of impacts to surrounding properties, the Site Plan Review Committee is supportive of removing the hours of operation limitations of Resolution 2000-119.

- E. *The Special Exception shall not generate hazardous waste or require use of hazardous materials in its operation without use of City-approved mitigative techniques.***

This Special Exception amendment request will not generate hazardous waste.

- F. All development proposed as a Special Exception within or adjacent to a historic district shall be reviewed based on applicable criteria stated herein for residential, commercial or mixed use development and shall also comply with appearance and design guidelines for historic structures.**

The Riverbend Community Church and Riverbend Academy are not located within or adjacent to a historic district. The Special Exception amendment shall have no impacts to historic resources.

- G. Outdoor lighting shall have no spillover onto adjacent property or rights-of-way beyond the building site property line, and the lumens shall not exceed two (2) foot-candles at the property line.**

The Special Exception amendment for the school expansion would not impact outdoor lighting. There is sufficient existing lighting and no lighting improvements are proposed.

Section 1-15(E): Planning Board Criteria and Section 1-18(E): City Commission Criteria

Sections 1-15(E) and 1-18(E) of the Land Development Code establish the Planning Board and City Commission Development Order criteria. The Land Development Code states that the following criteria shall be considered:

- 1. The proposed development conforms to the standards and requirements of this Code and will not create undue crowding beyond the conditions normally permitted in the zoning district, or adversely affect the public health, safety, welfare or quality of life.**

The site is designated as “Suburban Low Density Residential” in the City’s Future Land Use Map and zoned SR, Suburban Residential. “Schools, Private” are permitted with a Special Exception within the SR, Suburban Residential zoning district. Section 2-57 of the Land Development Code establishes criteria for the review of private schools within the city. The private school is existing and the property has adequate space to accommodate the planned expansion. The proposed school expansion will not create undue crowding or adversely affect the public health, safety, welfare or quality of life.

- 2. The proposed development is consistent with the Comprehensive Plan.**

The site has a Future Land Use designation of “Suburban Low Density Residential”, which is consistent with the proposed use. The use is existing and is integrated into the church site plan and facilities. Educational facilities are needed to serve residents within the city. The requested Special Exception amendment is consistent with the Comprehensive Plan.

- 3. The proposed development will not adversely impact environmentally sensitive lands or natural resources, including but not limited to waterbodies, wetlands, xeric communities, wildlife habitats, endangered or threatened plants and animal species or species of special concern, wellfields, and individual wells.**

The proposed Special Exception amendment proposes expansion in an existing developed portion of the property. The application will not adversely impact environmentally sensitive lands or natural resources, and is an existing developed site.

- 4. The proposed use will not substantially or permanently depreciate the value of surrounding property; create a nuisance; or deprive adjoining properties of adequate light and air; create excessive noise, odor, glare, or visual impacts on the neighborhood and adjoining properties.**

The proposed Special Exception amendment for the private school expansion will not depreciate the value of surrounding properties, create a nuisance, or create impacts on the neighborhood or adjoining properties. The two expansion areas are to the south and west of the existing building. There is a large wetland preservation area to the east of the existing building and play areas. No improvements are planned along the Old Tomoka Road or Tymber Creek frontages of the property.

- 5. There are adequate public facilities to serve the development, including but not limited to roads, sidewalks, bike paths, potable water, wastewater treatment, drainage, fire and police safety, parks and recreation facilities, schools, and playgrounds.**

Public facilities currently serve the site and there would be no impact to the existing infrastructure. The Site Plan Review Committee, including the Police and Fire Chiefs have reviewed the application and have no concerns/objections.

- 6. Ingress and egress to the property and traffic patterns are designed to protect and promote motorized vehicle and pedestrian/bicycle safety and convenience, allow for desirable traffic flow and control, and provide adequate access in case of fire or catastrophe. This finding shall be based on a traffic report where available, prepared by a qualified traffic consultant, engineer or planner which details the anticipated or projected effect of the project on adjacent roads and the impact on public safety.**

The application submittal includes a traffic pattern plan prepared by a professional engineer. The traffic pattern plan provides two drop-off/pick-up plans for grade K-5 students and grade 6-12 students. The Riverbend Community Church property is a large parcel with long drive aisles and dedicated drop-off/pick-up lanes.

- 7. The proposed development is functional in the use of space and aesthetically acceptable.**

The proposed use and expansion make efficient use of the existing building and on-site facilities. The property has adequate drop-off/pick-up areas, parking, and play areas for the private school use. The refreshing of the landscape buffer will bring the landscape plantings back in compliance with the Greenbelt landscape buffer requirements.

- 8. The proposed development provides for the safety of occupants and visitors.**

The Special Exception amendment for the school expansion will not adversely impact the safety of the occupants and visitors of the school or church.

9. The proposed use of materials and architectural features will not adversely impact the neighborhood and aesthetics of the area.

The Special Exception amendment will match the existing building architecture and will not adversely impact the neighborhood and aesthetics of the area.

10. The testimony provided at public hearings.

This application has not been reviewed in a public forum and no testimony has been provided.

RECOMMENDATION: It is expected that the application will be reviewed by the City Commission on September 21, 2022. It is recommended that the Planning Board **APPROVE** the application to add 13,327 square feet of building area to accommodate the increase from 200 students (per Ordinance 2000-119) to a maximum of 600 students at the Riverbend Academy at 2080 West Granada Boulevard, subject to the resolution of the outstanding Site Plan Review Committee comments. It is also recommended that the hours of operation restrictions of Resolution 2000-119 be removed.

Attachments:

Attachment 1: Site Plan Review Committee outstanding comments

Attachment 2: Site maps

Attachment 3: Applicant provided information and site plans

ATTACHMENT 1

Site Plan Review Committee outstanding comments

Project Name: PZ-22-036**Project Description: 2080 West Granada Boulevard, Riverbend Church, school expansion**

Review Comments List Date: 7/25/2022

Ref. # 9, Civil Engineer, David Allen, Cycle 1, Unresolved

Markup: Civil-Sewer-Storm Conflicts, 854A_C6 SS.pdf

Based on the floor plans and Utility comments, there will be a gravity sewer line from both classrooms. The layout of the storm drainage will require crossings. Please provide detailed information of the crossings.

Ref. # 10, Civil Engineer, David Allen, Cycle 1, Unresolved

Markup: Civil-Storm, 854A_C6 SS.pdf

Please provide calculations for the area and the flows for the proposed pipes. The system appears to include downspouts from the roof.

Ref. # 11, Civil Engineer, David Allen, Cycle 1, Unresolved

Markup: Civil-Details, 854A_C8 SS.pdf

Please add City of Ormond Beach standard detail R-8 Pavement Cut and Patch.

Ref. # 12, Fire Plans Examiner, MLG Municipal Services, Cycle 1, Unresolved

Markup: Changemark note #01, 854A_C5 SS.pdf

Please provide a Florida Building Code analysis showing the allowable area of the building with the two proposed additions based on the occupancy classifications of an assembly building and school, the construction types for both existing and proposed construction and if the building and additions will be fire sprinklered. The additions may require both fire rated separation and fire sprinklers if allowable areas are exceeded.

Ref. # 13, Landscape Architect, Cara Culliver, Cycle 1, Unresolved

Markup: Greenbelt Landscape Betterment Plan, 854A_C2 SS.pdf

- Please provide a Greenbelt landscape betterment plan for the existing 36' foot buffer. Sixty percent of buffer shall have native plant materials. Also, one tree per 200' square foot of area is required. Existing healthy trees can count toward this requirement. The irrigation system in this area shall also be operable prior project completion.

Ref. # 8, Planner 3, Becky Weedo, Cycle 1, Unresolved

Markup: Flood Zones A and X, 854A_C2 SS.pdf

Please delineate the Flood Zone Boundary. If any portion of the new structure is in Flood Zone A, three elevation certificates will be required. If entire structure is to be located in Flood Zone X, then the FFE will need to be 18 inches above the crown of road unless the City Engineer allows a lower elevation based on specific site conditions.

Ref. # 23, Planner 3, Becky Weedo, Cycle 2, Unresolved

Markup: Structures not in Special Flood Hazard Area, 854A-C6 SS.pdf

Please indicate the crown of the road. Per the Land Development Code, any new principal structure outside the Special Flood Hazard Area, the Finished Floor Elevation needs to be a minimum of 18 inches above the crown of the road unless City Engineer allows a lower elevation based on site specific conditions.

ATTACHMENT 2

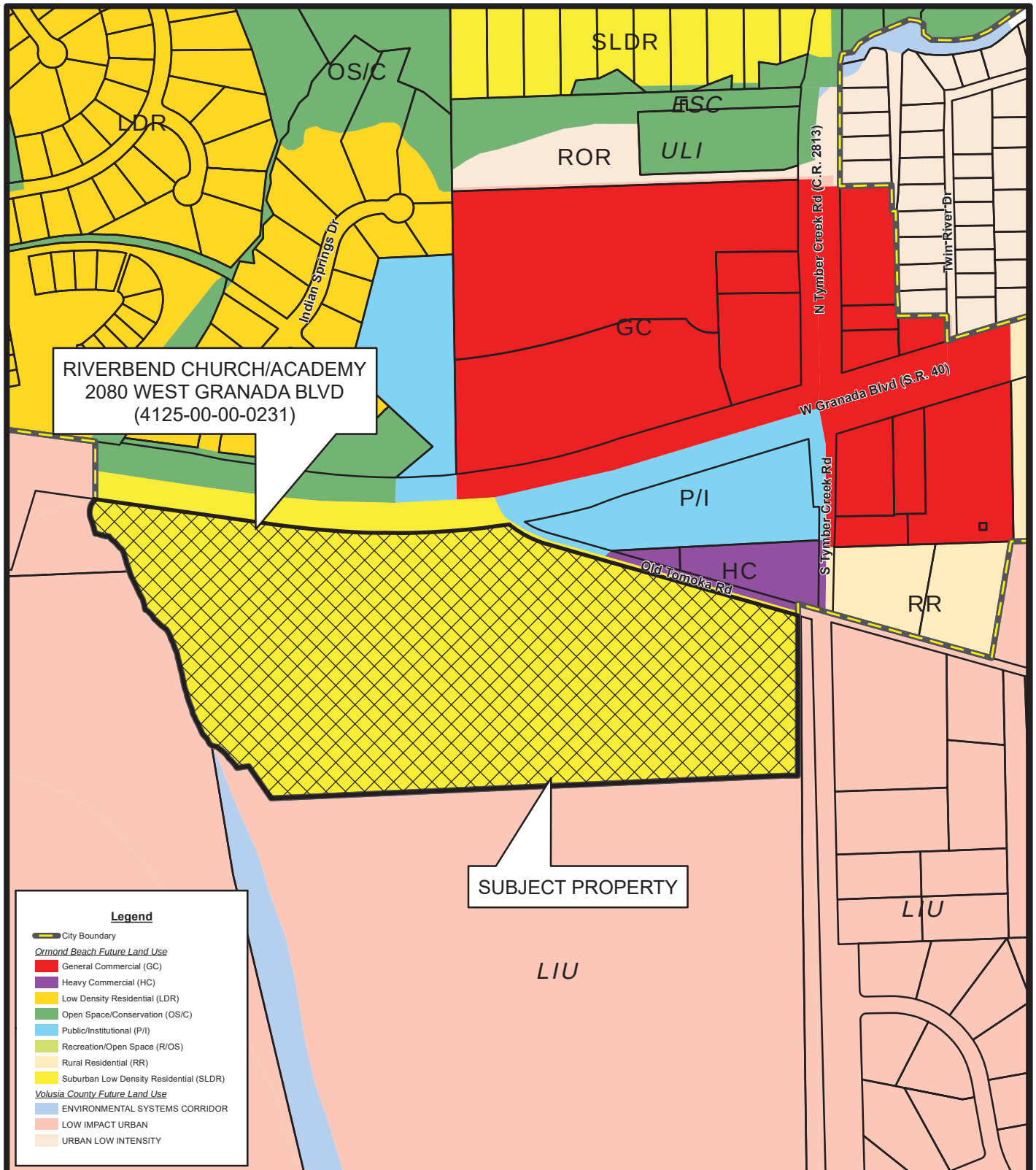
Site Maps



**AERIAL MAP
RIVERBEND CHURCH/ACADEMY
2080 WEST GRANADA BLVD (4125-00-00-0231)**

Prepared By: The City of Ormond Beach
G.I.S. Department - July 15, 2022



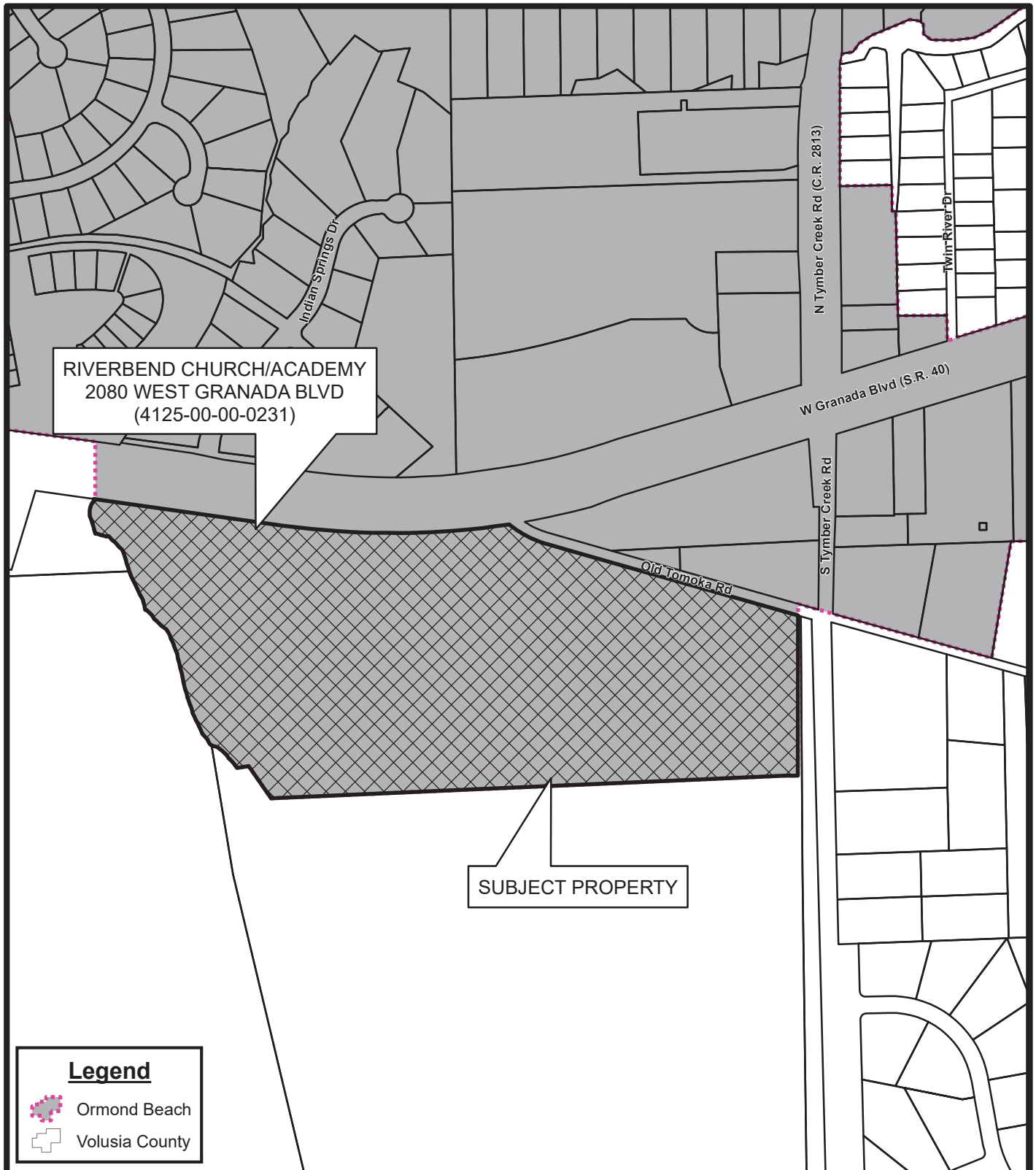


**FUTURE LAND USE MAP
RIVERBEND CHURCH/ACADEMY
2080 WEST GRANADA BLVD (4125-00-00-0231)**

Prepared By: The City of Ormond Beach
G.I.S. Department - July 15, 2022

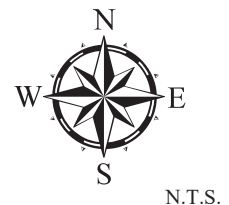


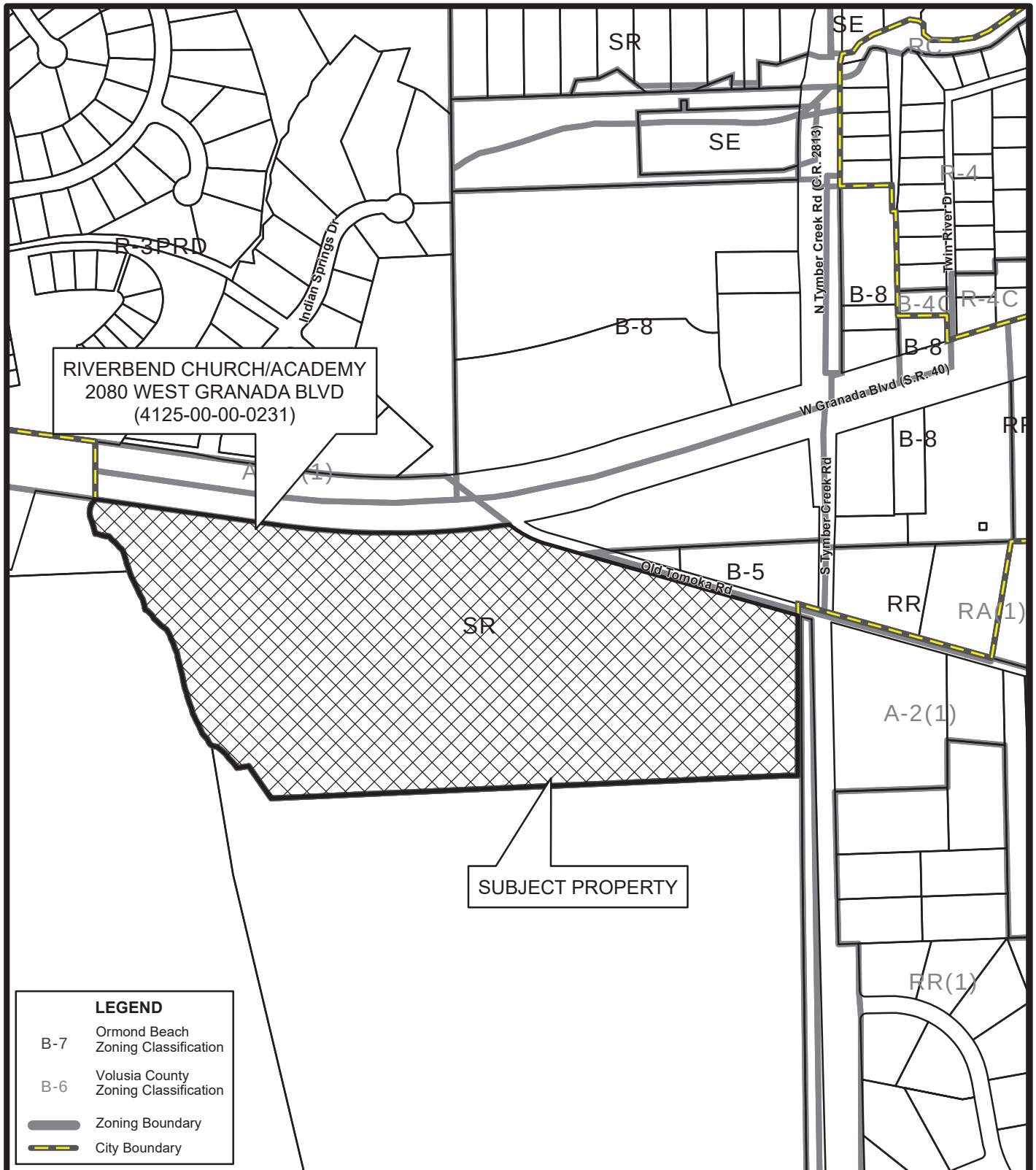
N.T.S.



LOCATION MAP
RIVERBEND CHURCH/ACADEMY
2080 WEST GRANADA BLVD (4125-00-00-0231)

Prepared By: The City of Ormond Beach
 G.I.S. Department - July 15, 2022





ZONING MAP
RIVERBEND CHURCH/ACADEMY
2080 WEST GRANADA BLVD (4125-00-00-0231)

Prepared By: The City of Ormond Beach
G.I.S. Department - July 15, 2022

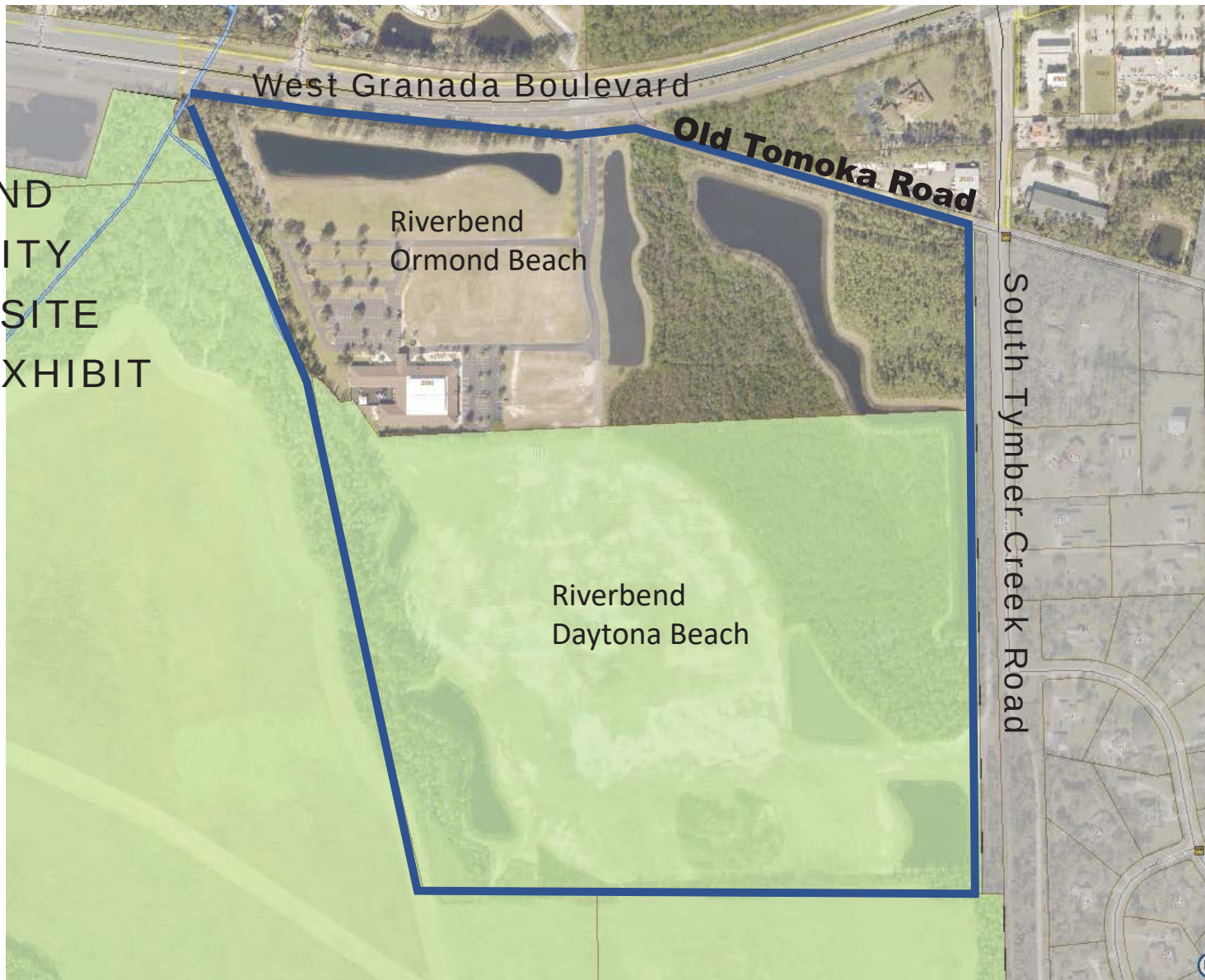


N.T.S.

RIVERBEND COMMUNITY CHURCH SITE AERIAL EXHIBIT



RIVERBEND
COMMUNITY
CHURCH SITE
AERIAL EXHIBIT



ATTACHMENT 3

Applicant provided
information and site plans



June 15, 2022

To Whom It May Concern:

Riverbend Community Church dates back to Nov. 4, 1956, when a group of 16 people met in a vacant two-story house at 73 West Granada Blvd in Ormond Beach. The meeting was under the direction of First Baptist Church of Daytona Beach. The new church plant called itself Ormond Beach Baptist Mission for three months, then became First Baptist Chapel in early 1957 (moving to 90 South Ridgewood Avenue) and was independently chartered in late 1958 as First Baptist Church of Ormond Beach. The church flourished after building a new facility across the street at 54 South Ridgewood Avenue in 1961, where it remained for 36 years.

First Baptist of Ormond moved to its current location (2080 West Granada Blvd) in February 1997 and changed its name to Riverbend Community Church on Jan. 1, 1998. Now 65 years old, Riverbend has a vibrant ministry that includes Christ-centered preaching, teaching, counseling, evangelism & missions, as well as Riverbend Academy (with a Classical Christian K-thru-12 curriculum); Christ Theological Seminary, founded in 2018 (graduating its first seven students with Masters degrees in 2022); and Christ Bible College, beginning in August 2022. Riverbend was led by a succession of ten senior pastors during its first 61 years, and now is led by a plurality of Elders (both pastoral and non-staff) who oversee the ministries and activities of the church.

Riverbend Academy launched in 2000 with Kindergarten and First Grade and a total of 16 students, in addition to the already existing Promise Land Preschool. Over the years the Academy grew one or two grades per year, graduated its first 12th graders in 2010, and has since graduated a total of over 50 students who have been accepted by a wide variety of over 30 colleges and universities, including The United States Air Force Academy, The University of Florida, Florida State University, and Stetson University. Over these years, the younger daycare portion of the Promise Land was closed and the preschool K3 and K4 grades were incorporated into the Academy which has grown to a total student body from K3 through 12th grade of 310.

The vision for the Academy long term is have two sections per grade with an average of 15 students per section (smaller for preschool), with a resulting total enrollment between 400 and 450 students. Riverbend Community Church's plan for additional classrooms and restrooms will help greatly to accomplish and maintain this vision with added quality. In addition, attached to this letter is a plan for the drop-off and pickup of students at an enrollment of 450 or less. The plan includes splitting the student body into two separate drop-off/pickup points and using the church's parking lot space, including grass field parking, to accommodate the vehicles involved in the car lines [See the attached drawing that shows the driveways and paved parking as white space, the grass field and grass field parking areas in green, and the building in blue].

Thank you so much for your consideration and help in this process to improve our service to our community.

Sincerely,

Jason Karr

Headmaster
Riverbend Academy

Pastor of Education
Riverbend Community Church

TRAFFIC PATTERN
RIVERBEND CHURCH
MDA#854

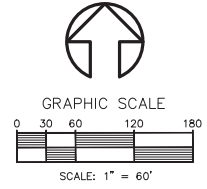
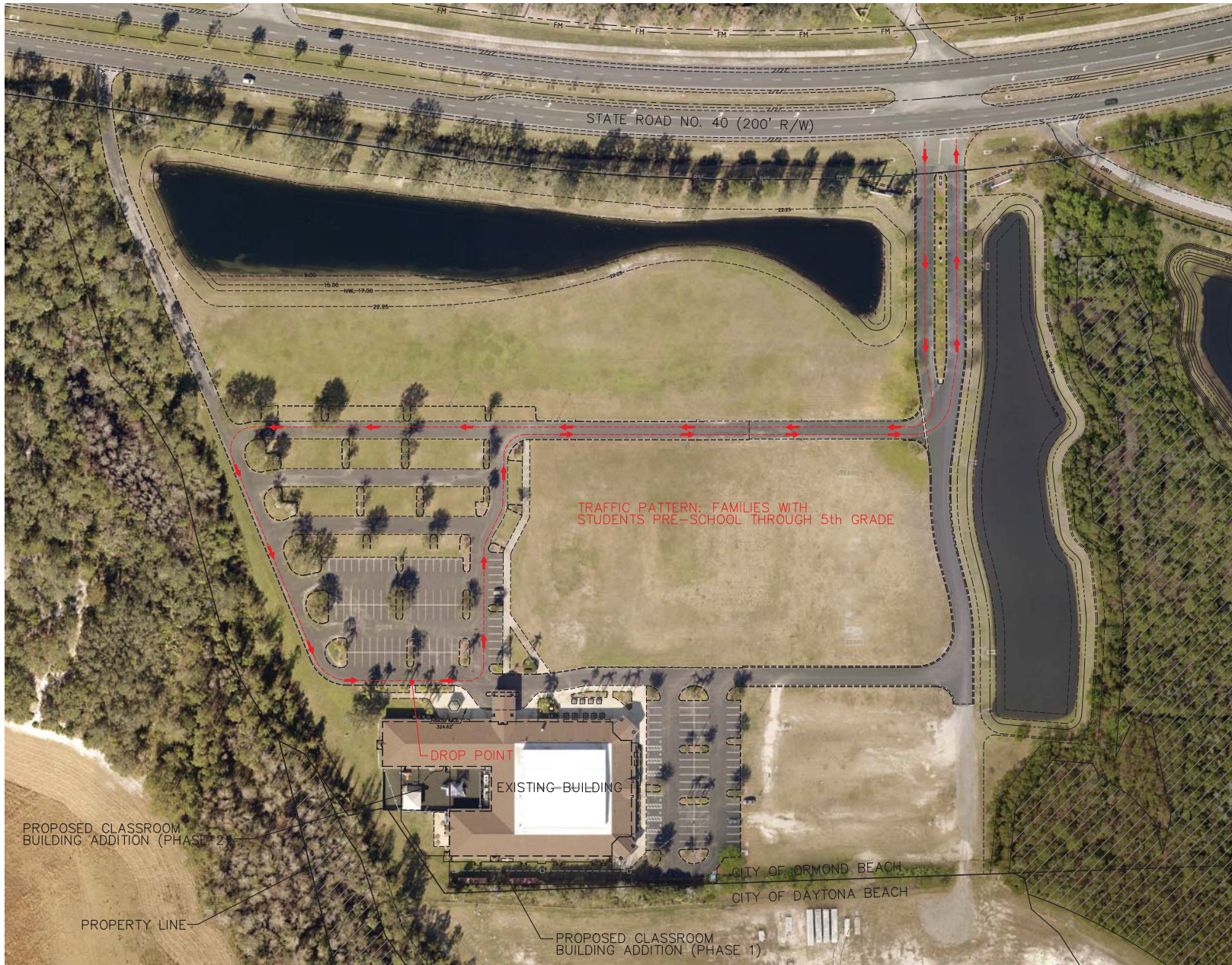
CITY OF ORMOND BEACH
VOLUSIA COUNTY, FL

JUNE 28, 2022

3 PAGES

Prepared By:

Mark Dowst and Associates, Inc.
Engineers - Planners - Surveyors



9.C.g

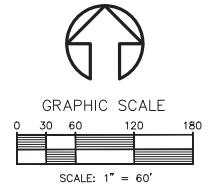
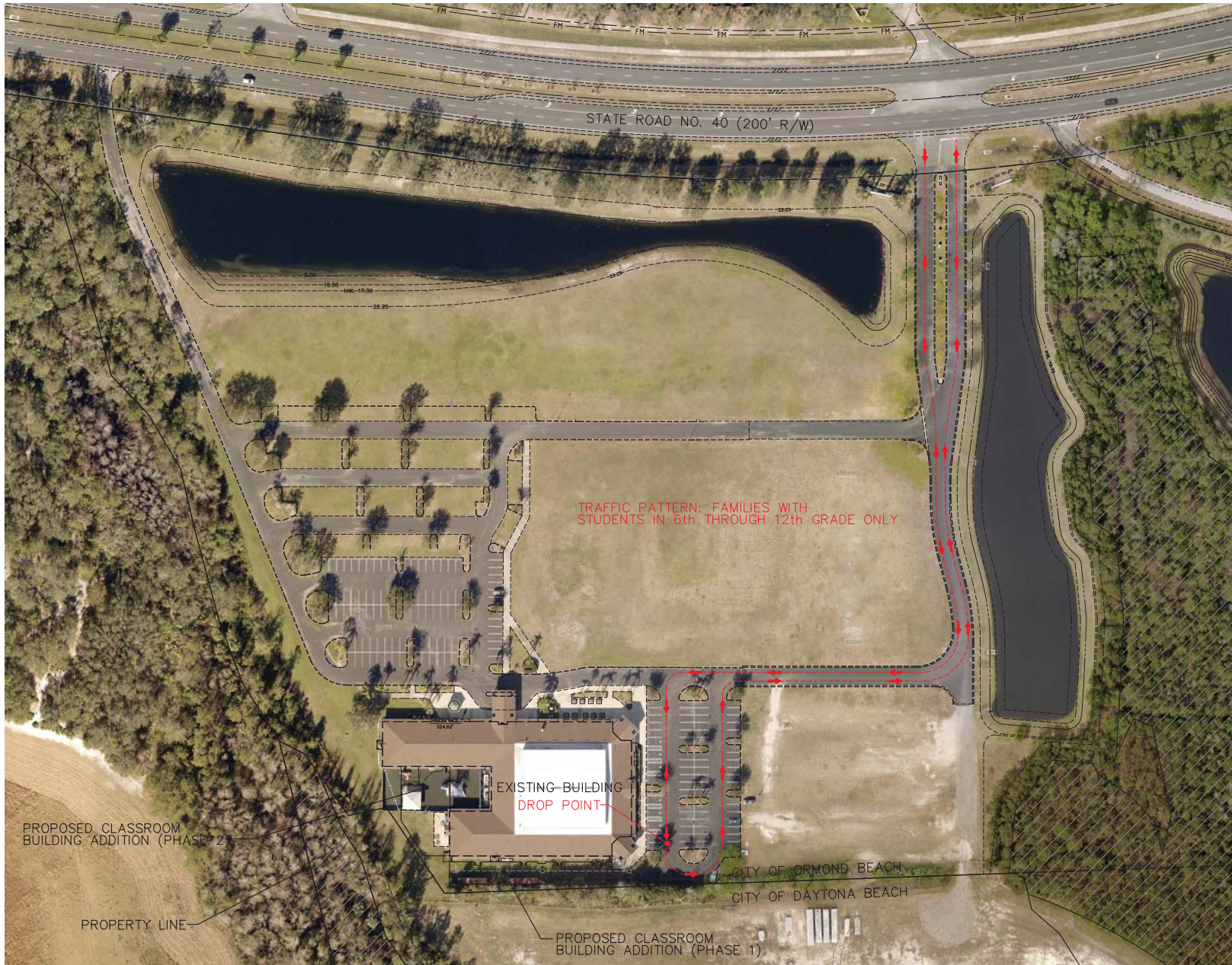
NO.	DATE	APPROVED	REVISION

MARK DOWST & ASSOCIATES, INC. ENGINEERS • PLANNERS • SURVEYORS 536 N. HAUPT AVENUE, SUITE # 100 • DAYTONA BEACH, FLORIDA 32118 • (386) 258-7999 SCALE: 1" = 60' DESIGNED: MSD DRAWN: JAY CHECKED: MSD DATE: 06-28-22			
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TRAFFIC PATTERN No. 1 RIVERBEND CHURCH ORMOND BEACH, FLORIDA
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PROJECT NO. 854A	1 OF 2
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854A-TRAF-PATT



9.C.g

NO.	DATE	APPRO.	REVISION

MARK DOWST & ASSOCIATES, INC. ENGINEERS • PLANNERS • SURVEYORS 536 N. MAJAK AVENUE, SUITE # 100 • DAYTONA BEACH, FLORIDA 32118 • (386) 258-7999 SCALE: 1" = 60' DESIGNED: MSD CHECKED: MSD DRAWN: JAY DATE: 06-28-22			
BY	DATE	DATE	DATE

TRAFFIC PATTERN No. 2	PROJECT NO.
RIVERBEND CHURCH	854A
ORMOND BEACH, FLORIDA	2 of 2

854A-TRAF-PATT

SITE PLAN FOR RIVERBEND COMMUNITY CHURCH BUILDING ADDITION

ORMOND BEACH, FLORIDA FEBRUARY 2022

PREPARED BY:



OWNER:

RIVERBEND COMMUNITY CHURCH, INC.
2080 W. GRANADA BOULEVARD
ORMOND BEACH, FLORIDA 32174
PHONE:

ENGINEER AND SURVEYOR:

MARK DOWST AND ASSOCIATES, INC.
536 N. HALIFAX AVENUE, SUITE 100
DAYTONA BEACH, FLORIDA 32118
PHONE: (386) 258-7999 FAX: (386) 257-4310

SOILS MAP

SCALE: 1" = 1000'



FLOOD MAP

SCALE: 1" = 500'



LEGAL DESCRIPTION

LEGAL DESCRIPTION (O.R. BOOK 4117, PAGE 2696)

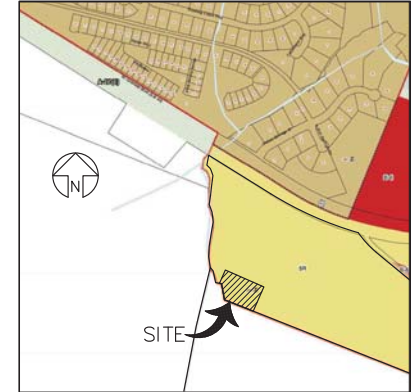
A PORTION OF SECTIONS 25, 26, 35 AND 36, TOWNSHIP 14 SOUTH, RANGE 31 EAST, LYING SOUTHERLY OF STATE ROAD NO. 40 (A 200 FOOT RIGHT OF WAY AS CURRENTLY ESTABLISHED AND RECOGNIZED) AND THE OLD ORMOND-BARBORVILLE ROAD (UNPRESCRIBED RIGHT OF WAY) AND WESTERLY OF TIMBER CREEK ROAD, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: AS A POINT OF REFERENCE, COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 25; THENCE NORTH 00 DEGREES 37 MINUTES 16 SECONDS WEST, ALONG THE WEST LINE OF SAID SECTION 25, A DISTANCE OF 128.22 FEET TO THE SOUTH RIGHT OF WAY LINE OF SAID STATE ROAD NO. 40; SAID POINT BEING ON A CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 2996.79 FEET AND A CENTRAL ANGLE OF 2 DEGREES 50 MINUTES 29 SECONDS; THENCE EASTERLY, ALONG THE ARC OF SAID CURVE TO THE LEFT, A DISTANCE OF 148.60 FEET; SAID ARC SUBTENDED BY A CHORD WHICH BEARS NORTH 83 DEGREES 50 MINUTES 41 SECONDS EAST, A DISTANCE OF 148.60 FEET TO A POINT ON THE SOUTHERLY LINE OF OLD ORMOND-BARBORVILLE ROAD; SAID POINT BEING ON A CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 833.60 FEET AND A CENTRAL ANGLE OF 15 DEGREES 41 MINUTES 34 SECONDS; THENCE SOUTHEASTERLY, ALONG THE SAID SOUTHERLY ROAD LINE AND ALONG THE ARC OF A CURVE TO THE LEFT, A DISTANCE OF 228.32 FEET; SAID ARC SUBTENDED BY A CHORD WHICH BEARS SOUTH 86 DEGREES 13 MINUTES 08 SECONDS EAST, A DISTANCE OF 227.60 FEET TO THE END OF CURVE; THENCE CONTINUING ALONG SAID SOUTHERLY ROAD LINE, SOUTH 74 DEGREES 03 MINUTES 52 SECONDS EAST, 120.74 FEET; THENCE CONTINUING ALONG SAID SOUTHERLY ROAD LINE, SOUTH 74 DEGREES 22 MINUTES 20 SECONDS EAST, 778.68 FEET; THENCE DEPARTING THE SOUTH LINE OF SAID ROAD, SOUTH 01 DEGREE 11 MINUTES 07 SECONDS EAST, A DISTANCE OF 581.27 FEET; THENCE SOUTH 87 DEGREES 55 MINUTES 30 SECONDS WEST, A DISTANCE OF 1736.52 FEET; THENCE SOUTH 87 DEGREES 57 MINUTES 31 SECONDS WEST, 168.08 FEET; THENCE NORTH 34 DEGREES 04 MINUTES 43 SECONDS WEST, 130.06 FEET; THENCE SOUTH 78 DEGREES 01 MINUTES 46 SECONDS WEST, 521.17 FEET; THENCE NORTH 25 DEGREES 16 MINUTES 17 SECONDS WEST, 101.31 FEET; THENCE NORTH 43 DEGREES 14 MINUTES 07 SECONDS WEST, 38.40 FEET; THENCE NORTH 32 DEGREES 17 MINUTES 14 SECONDS WEST, 82.80 FEET; THENCE NORTH 20 DEGREES 20 MINUTES 25 SECONDS WEST, 88.08 FEET; THENCE NORTH 14 DEGREES 04 MINUTES 42 SECONDS WEST, 126.64 FEET; THENCE NORTH 13 DEGREES 12 MINUTES 42 SECONDS WEST, 83.31 FEET; THENCE NORTH 33 DEGREES 23 MINUTES 16 SECONDS WEST, 84.92 FEET; THENCE NORTH 43 DEGREES 43 MINUTES 02 SECONDS WEST, 72.15 FEET; THENCE NORTH 14 DEGREES 46 MINUTES 48 SECONDS WEST, 78.71 FEET; THENCE NORTH 18 DEGREES 04 MINUTES 39 SECONDS WEST, 85.09 FEET; THENCE NORTH 18 DEGREES 23 MINUTES 33 SECONDS WEST, 104.42 FEET; THENCE NORTH 41 DEGREES 41 MINUTES 39 SECONDS WEST, 43.83 FEET; THENCE WEST, 104.42 FEET; THENCE NORTH 12 DEGREES 12 SECONDS WEST, 40.14 FEET; THENCE NORTH 12 DEGREES 54 MINUTES 40 SECONDS WEST, 81.72 FEET; THENCE NORTH 17 DEGREES 58 SECONDS WEST, 4.00 FEET TO THE SOUTHERLY RIGHT OF WAY LINE OF SAID STATE ROAD NO. 40; THENCE SOUTH 81 DEGREES 50 MINUTES 58 SECONDS EAST, ALONG SAID SOUTHERLY RIGHT OF WAY LINE, 620.47 FEET TO THE BEGINNING OF A CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 2996.79 FEET AND A CENTRAL ANGLE OF 2 DEGREES 50 MINUTES 29 SECONDS; THENCE EASTERLY, ALONG SAID SOUTHERLY RIGHT OF WAY LINE AND ALONG THE ARC OF SAID CURVE TO THE LEFT, A DISTANCE OF 674.01 FEET TO THE POINT OF BEGINNING.

LEGAL DESCRIPTION (PER MARK DOWST & ASSOCIATES, INC.)

A PORTION OF SECTIONS 25, 26, 35 AND 36, TOWNSHIP 14 SOUTH, RANGE 31 EAST, VOLUSIA COUNTY, FLORIDA, LYING SOUTHERLY OF STATE ROAD NO. 40 (A 200 FOOT RIGHT OF WAY AS CURRENTLY ESTABLISHED AND RECOGNIZED) AND THE OLD ORMOND-BARBORVILLE ROAD (UNPRESCRIBED RIGHT OF WAY) AND WESTERLY OF TIMBER CREEK ROAD, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: AS A POINT OF REFERENCE, COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 25; THENCE NORTH 00 DEGREES 37 MINUTES 16 SECONDS WEST, ALONG THE WEST LINE OF SAID SECTION 25, A DISTANCE OF 128.22 FEET TO THE POINT OF BEGINNING, AND THE SOUTH RIGHT OF WAY LINE OF SAID STATE ROAD NO. 40; SAID POINT BEING ON A CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 2996.79 FEET AND A CENTRAL ANGLE OF 2 DEGREES 50 MINUTES 29 SECONDS; THENCE EASTERLY, ALONG THE ARC OF SAID CURVE TO THE LEFT, A DISTANCE OF 148.60 FEET; SAID ARC SUBTENDED BY A CHORD WHICH BEARS NORTH 83 DEGREES 50 MINUTES 41 SECONDS EAST, A DISTANCE OF 148.60 FEET TO A POINT ON THE SOUTHERLY LINE OF OLD ORMOND-BARBORVILLE ROAD; SAID POINT BEING ON A CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 833.60 FEET AND A CENTRAL ANGLE OF 15 DEGREES 41 MINUTES 34 SECONDS; THENCE SOUTHEASTERLY, ALONG THE SAID SOUTHERLY ROAD LINE AND ALONG THE ARC OF A CURVE TO THE LEFT, A DISTANCE OF 228.32 FEET; SAID ARC SUBTENDED BY A CHORD WHICH BEARS SOUTH 86 DEGREES 13 MINUTES 08 SECONDS EAST, A DISTANCE OF 227.60 FEET TO THE END OF CURVE; THENCE CONTINUING ALONG SAID SOUTHERLY ROAD LINE, SOUTH 74 DEGREES 03 MINUTES 52 SECONDS EAST, 120.74 FEET; THENCE CONTINUING ALONG SAID SOUTHERLY ROAD LINE, SOUTH 74 DEGREES 22 MINUTES 20 SECONDS EAST, 778.68 FEET; THENCE DEPARTING THE SOUTH LINE OF SAID ROAD, SOUTH 01 DEGREE 11 MINUTES 07 SECONDS EAST, A DISTANCE OF 581.27 FEET; THENCE SOUTH 87 DEGREES 55 MINUTES 30 SECONDS WEST, A DISTANCE OF 1736.52 FEET; THENCE SOUTH 87 DEGREES 57 MINUTES 31 SECONDS WEST, 168.08 FEET; THENCE NORTH 34 DEGREES 04 MINUTES 43 SECONDS WEST, 130.06 FEET; THENCE SOUTH 78 DEGREES 01 MINUTES 46 SECONDS WEST, 521.17 FEET; THENCE NORTH 25 DEGREES 16 MINUTES 17 SECONDS WEST, 101.31 FEET; THENCE NORTH 43 DEGREES 14 MINUTES 07 SECONDS WEST, 38.40 FEET; THENCE NORTH 32 DEGREES 17 MINUTES 14 SECONDS WEST, 82.80 FEET; THENCE NORTH 20 DEGREES 20 MINUTES 25 SECONDS WEST, 88.08 FEET; THENCE NORTH 14 DEGREES 04 MINUTES 42 SECONDS WEST, 126.64 FEET; THENCE NORTH 13 DEGREES 12 MINUTES 42 SECONDS WEST, 83.31 FEET; THENCE NORTH 33 DEGREES 23 MINUTES 16 SECONDS WEST, 84.92 FEET; THENCE NORTH 43 DEGREES 43 MINUTES 02 SECONDS WEST, 72.15 FEET; THENCE NORTH 14 DEGREES 46 MINUTES 48 SECONDS WEST, 78.71 FEET; THENCE NORTH 18 DEGREES 04 MINUTES 39 SECONDS WEST, 85.09 FEET; THENCE NORTH 18 DEGREES 23 MINUTES 33 SECONDS WEST, 104.42 FEET; THENCE NORTH 41 DEGREES 41 MINUTES 39 SECONDS WEST, 43.83 FEET; THENCE WEST, 104.42 FEET; THENCE NORTH 12 DEGREES 12 SECONDS WEST, 40.14 FEET; THENCE NORTH 12 DEGREES 54 MINUTES 40 SECONDS WEST, 81.72 FEET; THENCE NORTH 17 DEGREES 58 SECONDS WEST, 4.00 FEET TO THE SOUTHERLY RIGHT OF WAY LINE OF SAID STATE ROAD NO. 40; THENCE SOUTH 81 DEGREES 50 MINUTES 58 SECONDS EAST, ALONG SAID SOUTHERLY RIGHT OF WAY LINE, 620.47 FEET TO THE BEGINNING OF A CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 2996.79 FEET AND A CENTRAL ANGLE OF 2 DEGREES 50 MINUTES 29 SECONDS; THENCE EASTERLY, ALONG SAID SOUTHERLY RIGHT OF WAY LINE AND ALONG THE ARC OF SAID CURVE TO THE LEFT, A DISTANCE OF 674.01 FEET TO THE POINT OF BEGINNING.

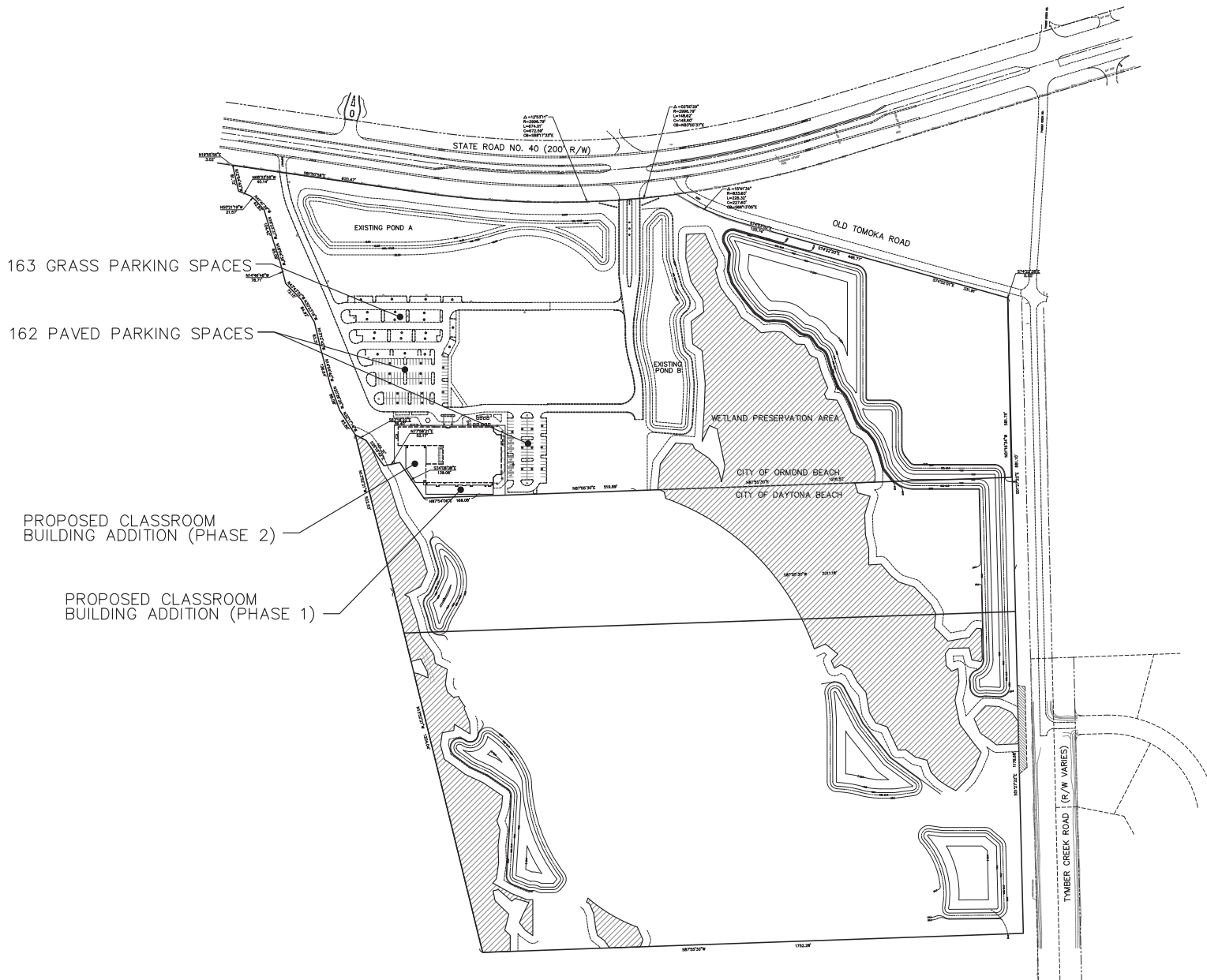
ZONING MAP

SCALE: 1" = 500'



INDEX TO SHEETS

No.	DESCRIPTION
C1	COVER SHEET
C2	OVERALL PLAN
C3	AERIAL OVERLAY
C4	EXISTING SITE CONDITIONS
C5	DIMENSION PLAN
C6	GRADING AND DRAINAGE PLAN
C7	UTILITY PLAN
C8-C10	CONSTRUCTION DETAILS
S1	PROPERTY SURVEY



PROJECT DESCRIPTION

CONSTRUCT CLASSROOM ADDITIONS TO INCREASE STUDENT CAPACITY FROM 200 STUDENTS TO 600 STUDENTS. REQUIRED PARKING AND UTILITIES ARE EXISTING.

SITE DATA

FUTURE LAND USE: SLDR
EXISTING ZONING: SR
PROPOSED USE:
MAJOR USE DEVELOPMENT CENTERED AROUND A HOUSE OF WORSHIP

TOTAL SITE AREA: 44.81 ACRES (LOCATED IN ORMOND BEACH)

DESCRIPTION	S.F.	ACRES	%
TOTAL SITE AREA:	1,943,332	44.81	100
EXISTING BUILDINGS TO REMAIN:	4,940	0.03	0.2
PROPOSED BUILDINGS:	13,327	0.30	0.7
EXISTING ASPHALT AND CONC. TO REMAIN:	364,435	8.37	19
PROPOSED CONCRETE:	2,122	0.02	0.1
TOTAL IMPERVIOUS AREA:	424,722	9.72	22
TOTAL PERVIOUS AREA:	1,518,608	34.86	78

PARKING REQUIREMENTS:
SANCTUARY AND MULTIPURPOSE BUILDINGS DO NOT OPERATE CONCURRENTLY. PARKING REQUIRED IS BASED UPON GREATEST DEMAND OF USES OPERATING CONCURRENTLY.

CHURCH SANCTUARY:
PARKING REQUIRED = FLOOR AREA OF PRINCIPAL PLACE OF ASSEMBLY
x 1 SP / 40 SF = 9,591 SF x 1 SP / 40 SF = 240 SPACES

SCHOOL (HIGH SCHOOL STUDENTS):
PARKING REQUIRED: 1 SPACE PER EMPLOYEE ON LARGEST SHIFT +
1 SPACE PER 7 HIGH SCHOOL STUDENTS + 3 VISITOR SPACES FOR
FIRST 15 ELEMENTARY / MIDDLE SCHOOL STUDENTS + 1 ADDITIONAL
SPACE FOR EACH ADDITIONAL 20 STUDENTS + 41 EMPLOYEES x
1 SP / EMPLOYEE = (54 HIGH SCHOOL STUDENTS x 1 SP / 7 STUDENTS)
+ 3 SPACES + (546-15) / 20 = 41 + 7.71 + 3 + 26.60 =
79 SPACES

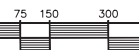
PARKING PROVIDED:
162 PAVED SPACES + 163 GRASS SPACES = 325 PARKING SPACES

GENERAL NOTES

1. PARCEL FALLS IN FLOOD ZONE A (AREAS OF 100 YEAR FLOOD, BASE FLOOD ELEVATION NOT DETERMINED) AND FLOOD ZONE X (AREAS OUTSIDE THE 100 YEAR FLOOD ZONE) AS DETERMINED BY SCALING FROM FLOOD INSURANCE RATE MAP.
2. BOUNDARY AND TOPOGRAPHIC SURVEY PREPARED BY MARK DOWST & ASSOCIATES, INC. PROJECT NO. 854A.
3. ELEVATIONS REFER TO M.G.L.V. OF 1929 PER CITY OF DAYTONA BEACH BENCHMARK MPR 79, PUBLISHED ELEVATION 7.20 FEET.
4. PARKING LOTS ARE EXISTING.
5. ALL TRAFFIC CONTROL DEVICES, INCLUDING SIGNS AND PAVEMENT MARKINGS SHALL CONFORM TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
6. THE LOCATION OF ALL EXISTING UTILITIES AND SITE CONDITIONS SHOWN ON THE PLANS HAVE BEEN DETERMINED FROM BEST INFORMATION AVAILABLE, AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR INACCURACY, PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY, IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE VARIOUS UTILITIES, AND TO MAKE THE NECESSARY ARRANGEMENTS FOR ANY RELOCATION OF UTILITIES WITH THE OWNER OF THE UTILITY. THE CONTRACTOR SHALL EXERCISE CAUTION WHEN CROSSING AN UNDERGROUND UTILITY, WHETHER SHOWN ON THE PLAN OR LOCATED BY THE UTILITY COMPANY. ALL UTILITIES WHICH INTERFERE WITH THE PROPOSED CONSTRUCTION SHALL BE RELOCATED BY THE CONTRACTOR. THE CONTRACTOR SHALL COORDINATE WITH THE RESPECTIVE UTILITY COMPANIES DURING RELOCATION OPERATIONS.
7. AREAS WITHIN THE PUBLIC RIGHT OF WAY AND OFFSITE WHICH HAVE BEEN DISTURBED BY CONSTRUCTION SHALL BE CLEARED OF ALL DEBRIS, REGRADING, AND SOCCED SO AS TO RESTORE THE AREA TO A STABILIZED AND PLANTED STATE.
8. ALL SITEWORK MATERIALS AND CONSTRUCTION METHODS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE FLORIDA D.O.T. STANDARD SPECIFICATIONS AND SOUTHERN STANDARD BUILDING CODES.
9. WATER AND SEWER CONNECTIONS ARE EXISTING AND SHALL BE IN ACCORDANCE WITH CITY OF ORMOND BEACH REQUIREMENTS.
10. THE CONTRACTOR SHALL TAKE REASONABLE STEPS TO PREVENT DUST, EROSION AND SEDIMENT FROM LEAVING SITE DURING CONSTRUCTION. AT COMPLETION OF CONSTRUCTION, ALL NON-PAVED AREAS SHALL BE SOCCED.
11. ALL SIGNAGE PROPOSED FOR THIS PROJECT IS REQUIRED TO BE REVIEWED AND APPROVED UNDER A SEPARATE SIGN PERMIT PROCEDURE, AND SUCH SIGNS SHALL COMPLY WITH THE REQUIREMENTS OF SECTION 822 OF THE VOLUNTEER COUNTY ZONING ORDINANCE.



GRAPHIC SCALE



SCALE: 1" = 150'

9.C.g

REVISION		APPROVAL		DATE	
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MARK DOWST & ASSOCIATES, INC.
ENGINEERS • PLANNERS • SURVEYORS
1000 N. HAVANA AVENUE, SUITE # 100 • DAYTONA BEACH, FLORIDA 32118 • (386) 258-7999
SCALE: 1" = 150' (REVISION) (MISC) (DRAWN) (CHECKED) (DATE)

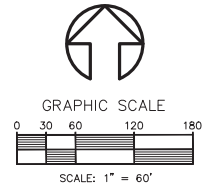
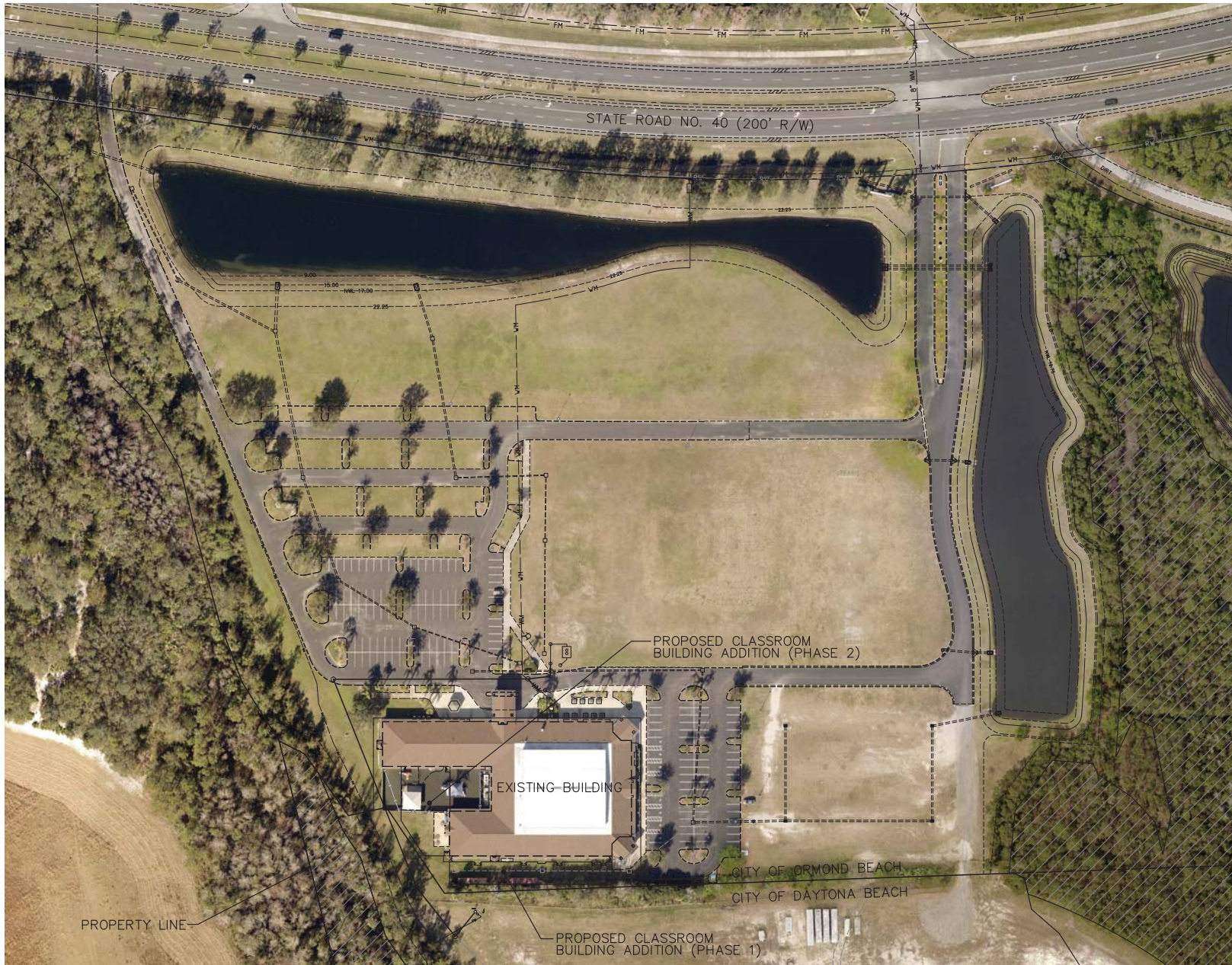
OVERALL PLAN

RIVERBEND CHURCH

ORMOND BEACH, FLORIDA

PROJECT NO.
854A C2

854A-SITE



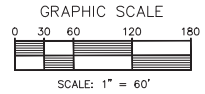
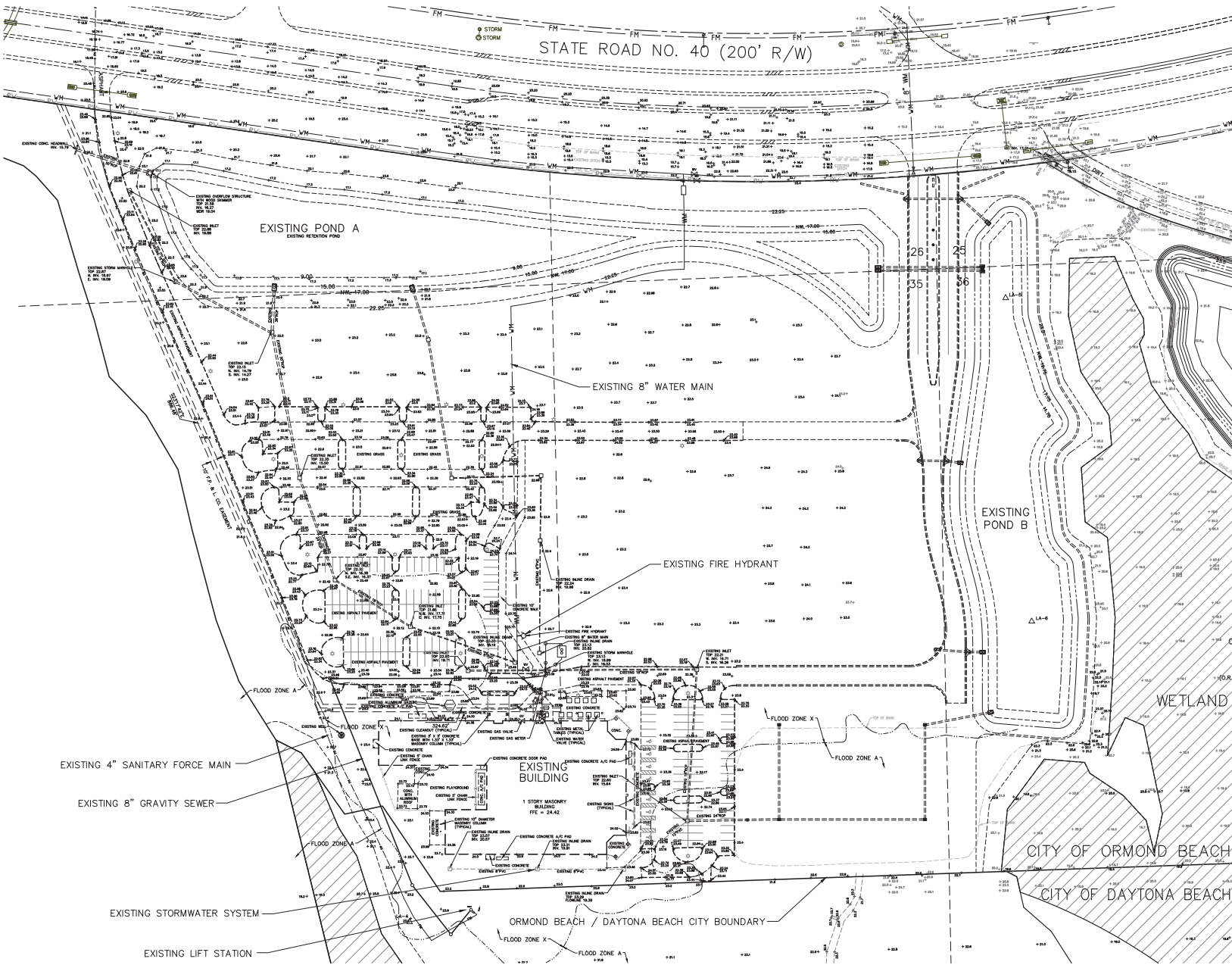
9.C.g

NO.	DATE	APPROVED	REVISION

MARK DOWST & ASSOCIATES, INC. ENGINEERS • PLANNERS • SURVEYORS 536 N. MAITKA AVENUE, SUITE # 100 • DAYTONA BEACH, FLORIDA 32118 • (386) 258-7999 SCALE 1" = 60'			
DESIGNED	MSD	DRAWN	JAY
CHECKED	MSD	DATE	02-10-22
BY	DATE		

AERIAL OVERLAY
RIVERBEND CHURCH
ORMOND BEACH, FLORIDA

PROJECT NO.	C3
854A	
854A-SITE	



REVISION

APPRO

DATE

NO.

1

07-05-22

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REVISED PER CITY COMMENTS

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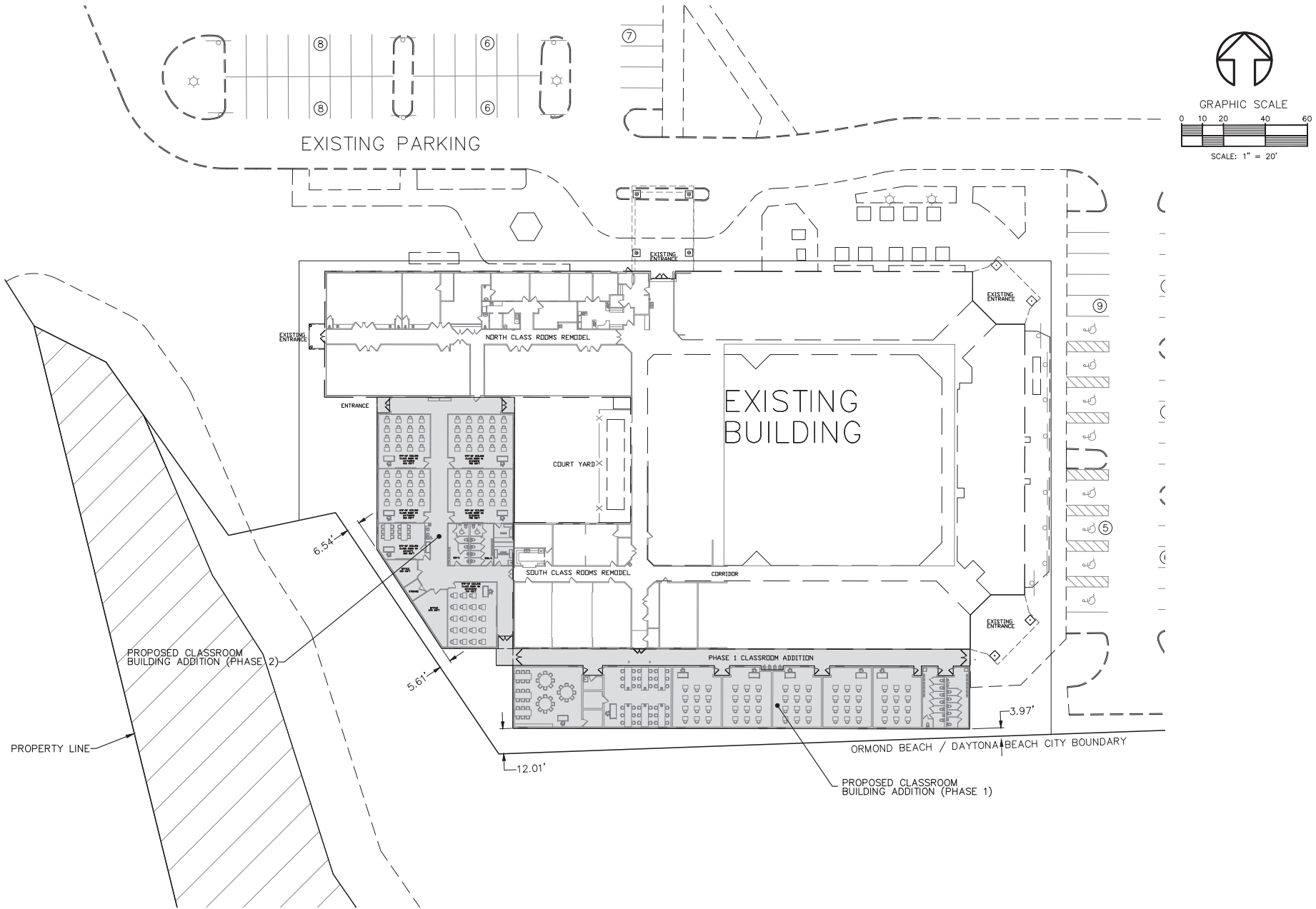
EXISTING SITE CONDITIONS

PROJECT NO.
854A

C4
854A-SITE-2

MARK DOWST & ASSOCIATES, INC.
ENGINEERS & PLANNERS • SURVEYORS
508 N. MAJAK AVENUE, SUITE # 100 • DAYTONA BEACH, FLORIDA 32118 • (386) 258-7999
SCALE 1" = 60'

RIVERBEND CHURCH
ORMOND BEACH, FLORIDA

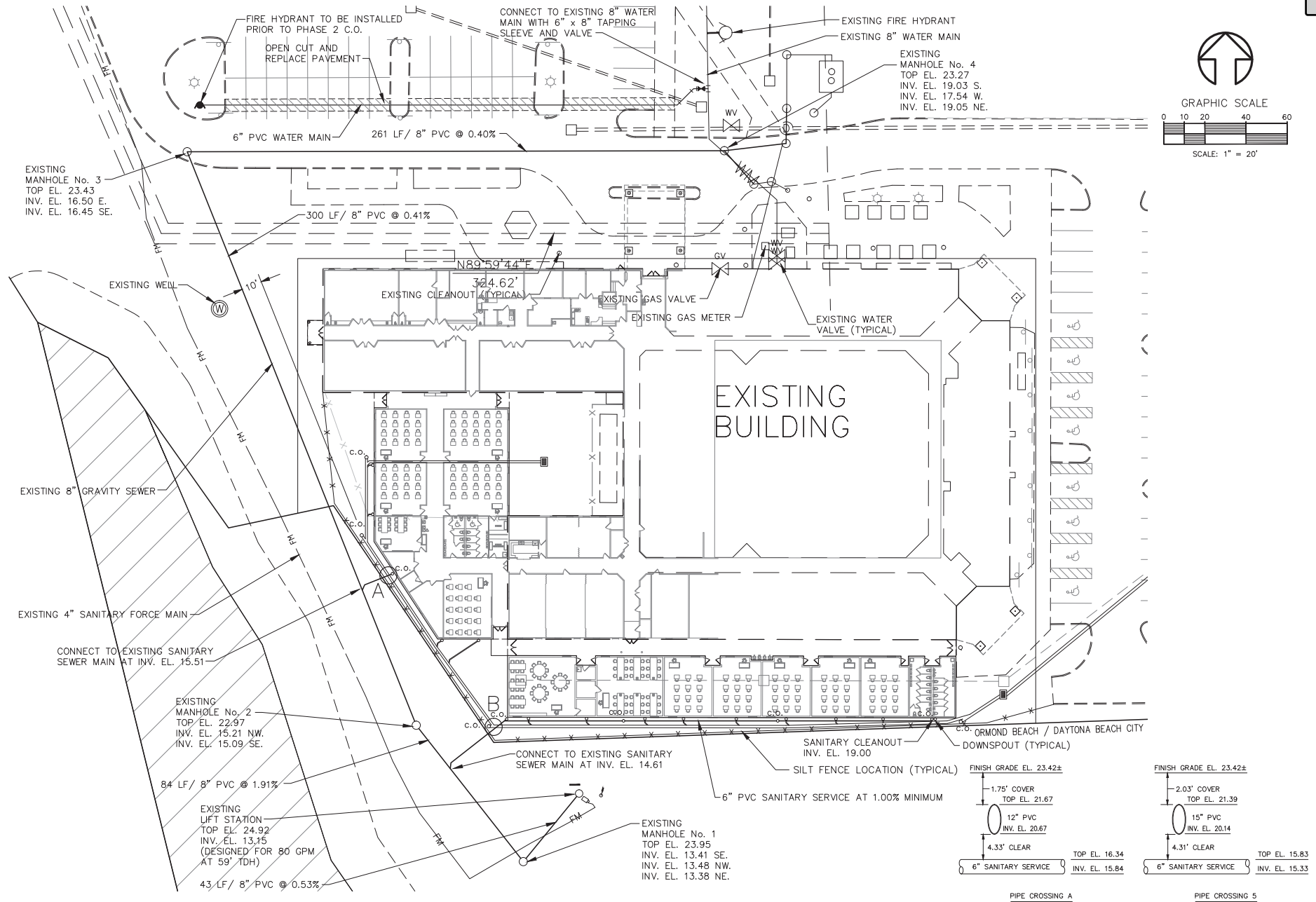


MARK DOWST & ASSOCIATES, INC.
ENGINEERS • PLANNERS • SURVEYORS
530 N. MAJESTIC AVENUE, SUITE # 100 • DAYTONA BEACH, FLORIDA 32118 • (386) 258-7999
SCALE: 1" = 20' (DESIGNED) MSD (CHECKED) MSD (DATE) 02-10-22

DIMENSION PLAN
RIVERBEND CHURCH
ORMOND BEACH, FLORIDA

PROJECT NO.
854A C5
854A-SITE-2

NO.	DATE	APPL.	REVISION
1	07-25-22	MSD	REVISED FOR CITY COMMENTS

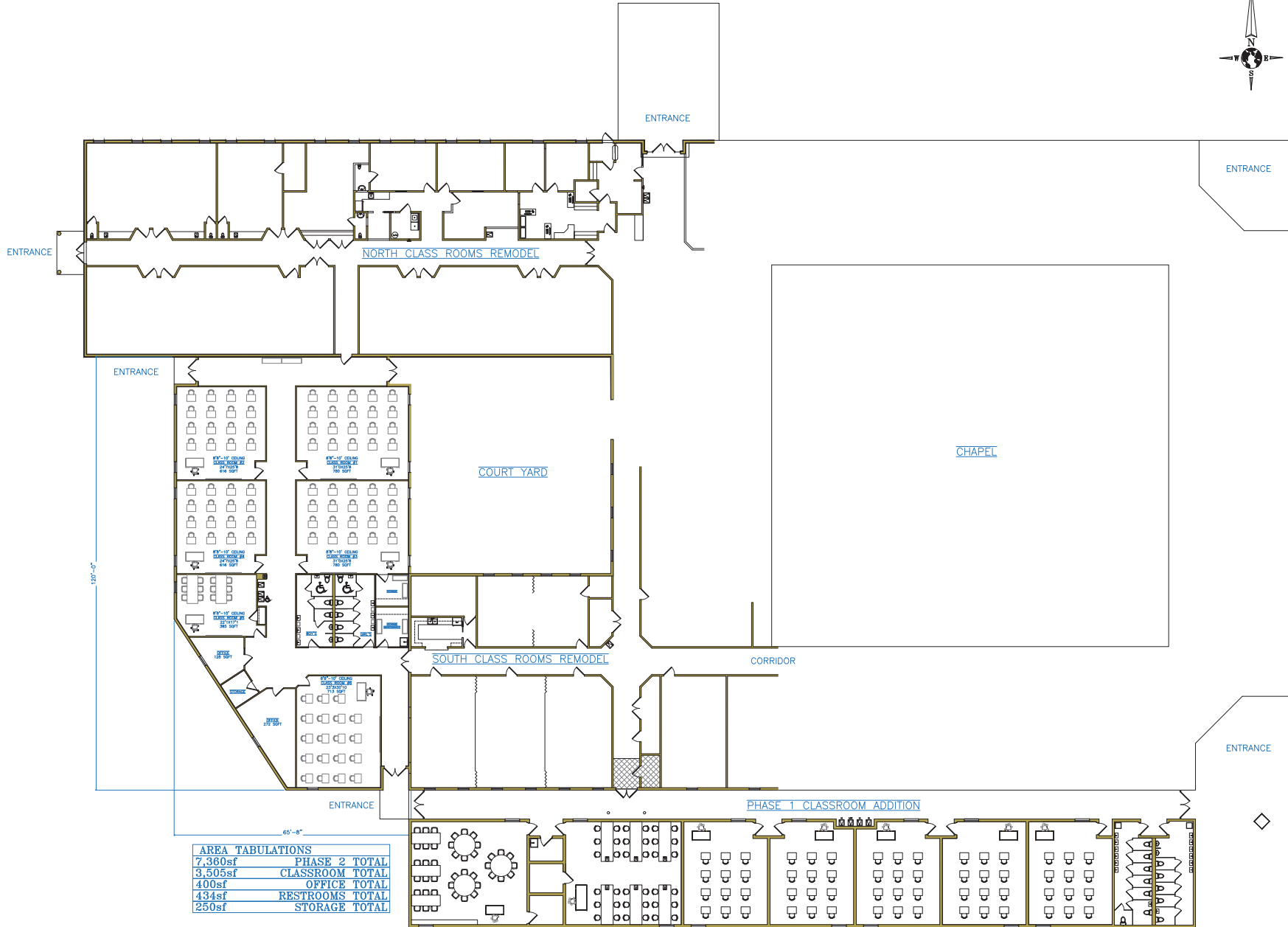


MARK DOWST & ASSOCIATES, INC.
ENGINEERS • PLANNERS • SURVEYORS
538 N. HALIFAX AVENUE, SUITE # 100 • DAYTONA BEACH, FLORIDA 32118 • (386) 258-7999
SCALE 1" = 20' (DESIGNED) MSD JAN 10 02-10-22

UTILITY PLAN
RIVERBEND CHURCH
ORMOND BEACH, FLORIDA

PROJECT NO.
854A
C7
854A-SITE-2

NO.	DATE	APPROVED	REVISION
1	02-05-22	MSD	REVISED PER CITY COMMENTS



AREA TABULATIONS	
7,360sf	PHASE 2 TOTAL
3,505sf	CLASSROOM TOTAL
400sf	OFFICE TOTAL
434sf	RESTROOMS TOTAL
250sf	STORAGE TOTAL

9.C.g



STANLEY P. HOELLE
ARCHITECT
1114 MISTLETOE DR.
DAYTONA BEACH, FLORIDA 32127
386-295-0790 EXT. 9-112
SPHOELLE@AOL.COM

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(ALL CONTRACTORS & SUB-CONTRACTORS)
ALL UNFORESEEN STRUCTURAL ISSUES
"MUST BE MADE KNOWN" TO THE DESIGN PROFESSIONAL OF RECORD PRIOR TO CONSTRUCTION

SEAL BOX (WIND LOADS ONLY)

PHASE 2 ADDITION
EDUCATION
CHURCH SCHOOL

OWNER:
RIVERBEND
COMMUNITY
CHURCH INC

PLAN DATE:
February 11,
2022

"PLANS CONFORM TO"
2018 FLORIDA BUILDING CODE
2017 NATIONAL ELEC. CODE
2018 NFPA DESIGN CRITERIA
2014 ASCEA DESIGN CRITERIA
STRUCTURALLY ADEQUATE FOR
ALTERNATION LEVEL:
RISK CATEGORY: 2
WIND VELOCITY (MPH): 140
EXPOSURE CATEGORY: C
INTERNAL PRESSURE: 18

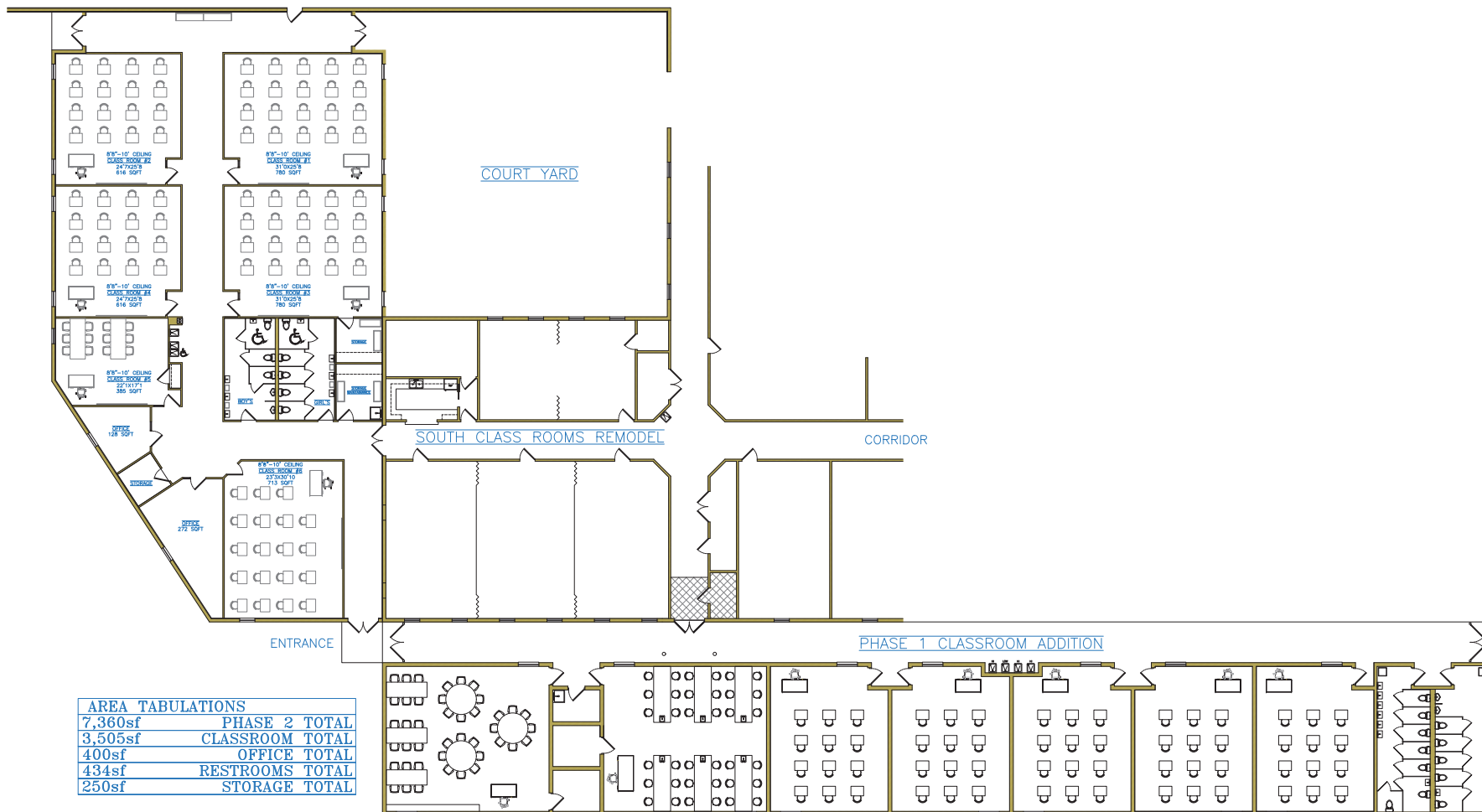
STANLEY P. HOELLE
ARCH #9033

LOCATION:

2080 W GRANADA
BLVD, ORMOND
BEACH, FL 32174

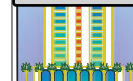
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AREA TABULATIONS	
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SEAL BOX (WIND LOADS ONLY)

PHASE 2 ADDITION
EDUCATION
CHURCH SCHOOL

OWNER:
RIVERBEND
COMMUNITY
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PLAN DATE:
February 11,
2022

"PLANS CONFORM TO"
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2017 NATIONAL ELEC. CODE
2018 NFPA DESIGN CRITERIA
2014 ASCEA DESIGN CRITERIA
STRUCTURALLY ADEQUATE FOR
ALTERNATION LEVEL:
RISK CATEGORY: 2
WIND VELOCITY (MPH): 140
EXPOSURE CATEGORY: C
INTERNAL PRESSURE: -10

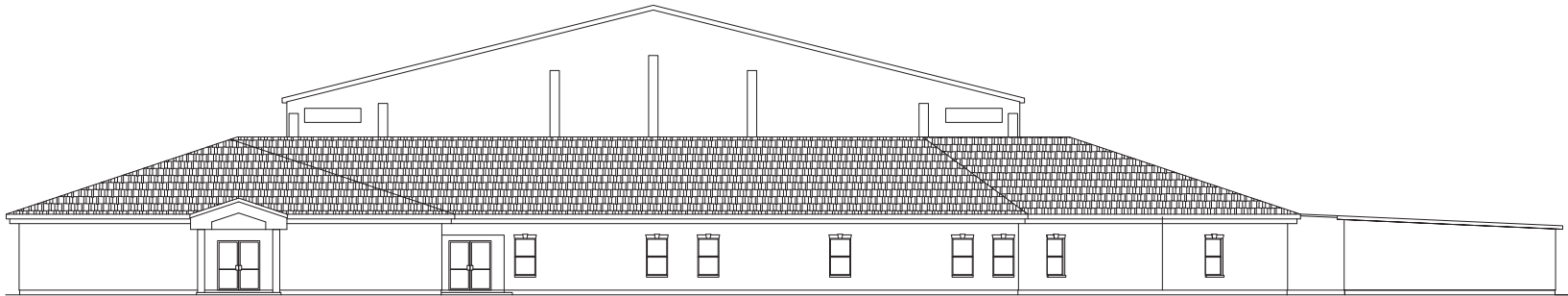
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ARCH #9033

LOCATION:

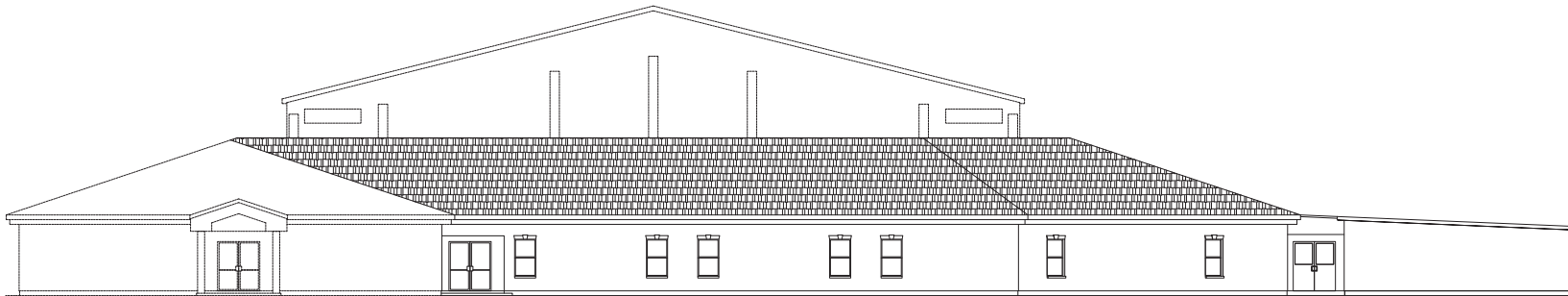
2080 W GRANADA
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BEACH, FL 32174

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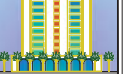


WEST ELEVATION



WEST ELEVATION

9.C.g



STANLEY P. HOELLE
ARCHITECT
1114 MISTLETOE DR.
DAYTONA BEACH, FLORIDA 32127
386-295-0790 EXT. 912
SPHOELLE@AOL.COM

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(ALL CONTRACTORS & SUB-CONTRACTORS)
ALL UNFORESEEN STRUCTURAL ISSUES
"MUST BE MADE KNOWN" TO THE DESIGN PROFESSIONAL OF RECORD PRIOR TO CONSTRUCTION

SEAL BOX (WIND LOADS ONLY)

PHASE 2 ADDITION
EDUCATION
CHURCH SCHOOL

OWNER:
RIVERBEND
COMMUNITY
CHURCH INC

PLAN DATE:
February 11,
2022

"PLANS CONFORM TO"
2020 FLORIDA BUILDING CODE
2017 NATIONAL ELEC. CODE
2018 NFPA DESIGN CRITERIA
2014 ASCEA DESIGN CRITERIA
STRUCTURALLY ADEQUATE FOR
ALTERATION LEVEL:
RISK CATEGORY: 2
WIND VELOCITY (MPH): 140
EXPOSURE CATEGORY: C
INTERNAL PRESSURE: 18

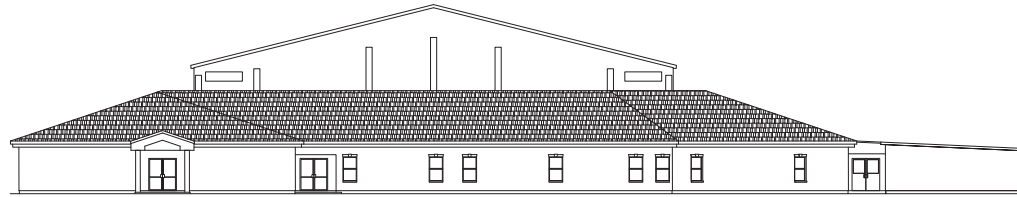
STANLEY P. HOELLE
ARCH #9033

LOCATION:

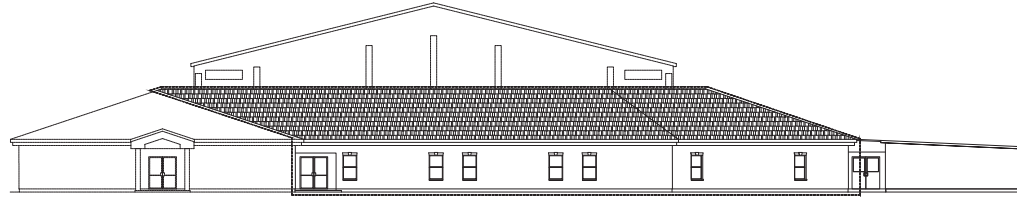
2080 W GRANADA
BLVD, ORMOND
BEACH, FL 32174

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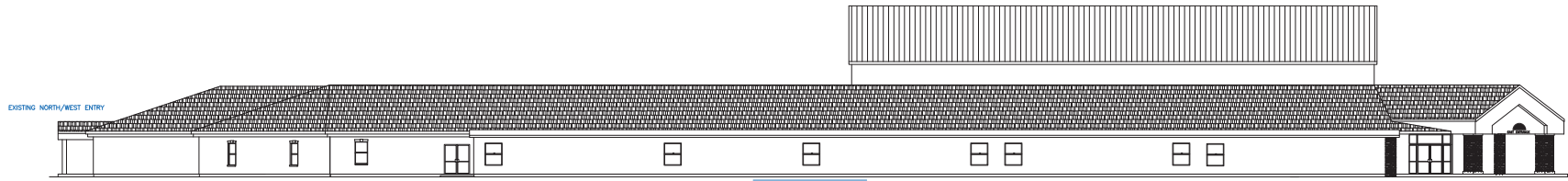
4



WEST ELEVATION



WEST ELEVATION

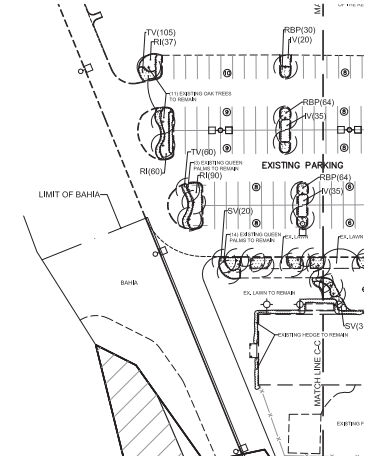
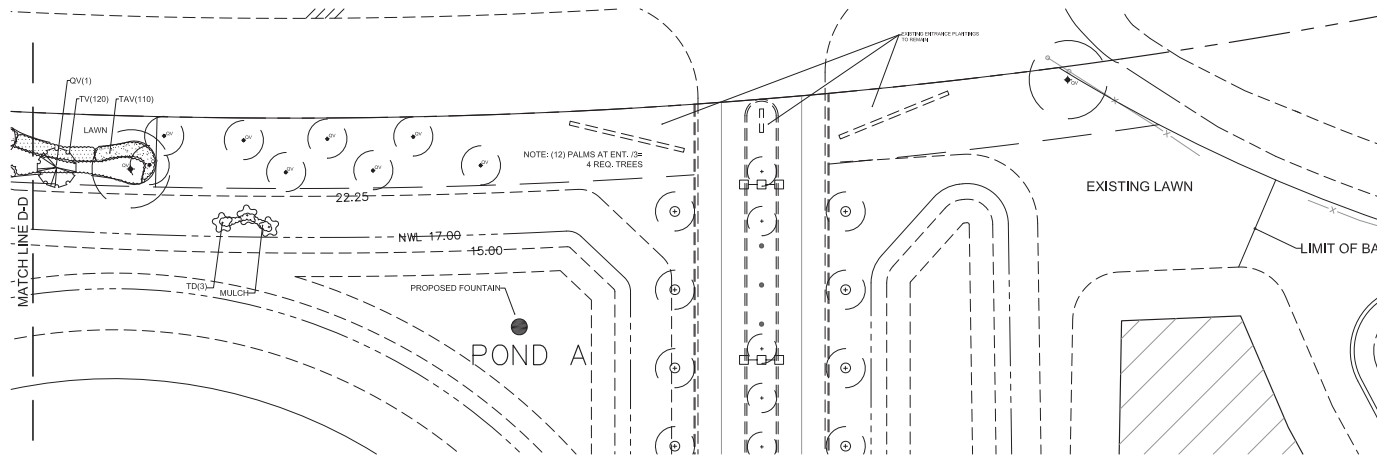
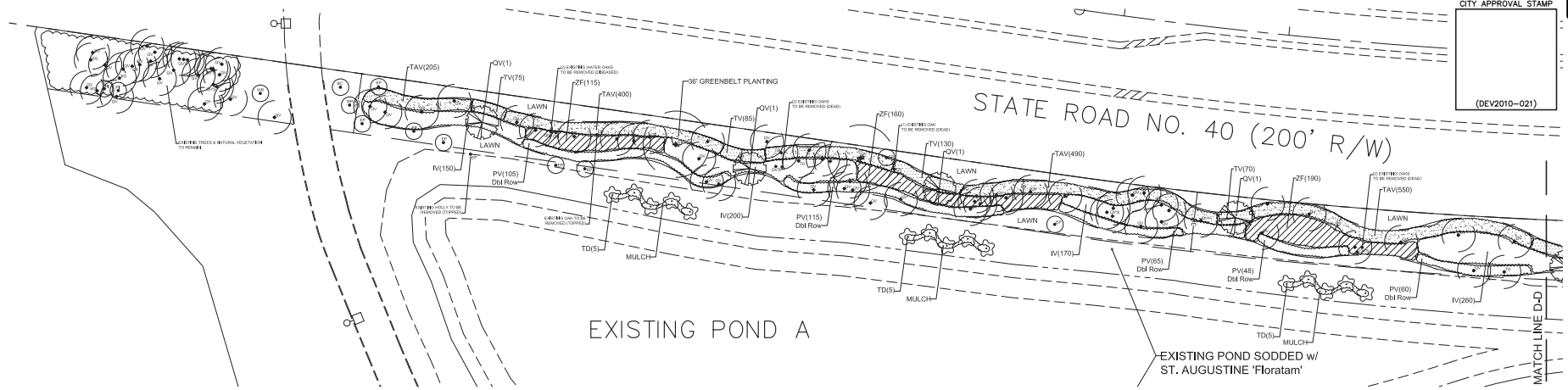


SOUTH ELEVATION
PHASE 2 ADDITION

SOUTH ELEVATION
PHASE 1 ADDITION

EXISTING SOUTH/EAST ENTRY

EXISTING NORTH/WEST ENTRY



FOUNTAIN INFORMATION:

MANUF: AQUA MASTER FOUNTAINS
 CONTACT: BILL MORGAN 1-800-893-3144 OR CELL: 352-601-3488
 www.aquamasterfountains.com
 FOUNTAIN STYLE: MASTER SERIES "WIDE GEYSER"
 w/5HP: 60HZ: 28" Fountain Height w/4) 250 Watt Light Set
 MODEL & PART #: M5452-FC
 NOZZLE #: 620064
 FOUNTAIN LIGHT: (4) LIGHT SET #: 870274 (250 Watt Ea. Light)
 FOUNTAIN QTY: 2 (POND A & POND B)
 NOTE: FOUNTAIN CONTRACTOR TO VERIFY POWER REQUIREMENTS PRIOR TO PURCHASING FOUNTAIN EQUIPMENT.

EXISTING TREE LEGEND:

BC = PINO PALM
 EP = EAST PALATKA HOLLY
 PI = PINE SPP.
 QN = WATER OAK
 QV = LIVE OAK
 SG = SWEET GUM
 TO = TURKEY OAK
 WR = WASHINGTON PALM

PHASE 1 : GREENBELT PLANT LIST:

QUAN.	KEY	BOTANICAL/COMMON NAME	DESCRIPTION
5	QV	Quercus virginiana	18"ht.x 10"spr.
18	TD	LIVE OAK	6" caliper min. 300 gal.
780	IV	Taxodium distichum	16"ht.x 6"spr.
393	PV	BAUD CYPRESS	6" caliper min. B&B
1,755	TAV	Ilex vomitoria 'Schillings Dwarf'	15"ht. x 18" spr.
480	TV	DWF. YAUPOH HOLLY	3 gal. 30" o.c.
465	ZF	Pittosporum tobira 'Variegata'	20"ht.x 18" spr.
		VAR. PITTOSPORUM	3 gal. 30" o.c.
		Trachelospermum jasminoides 'Variegatum' Classic Pint (Classic Groundcovers)	12-18" runners min. 18" o.c.
		VAREGATED STAR JASMINE	1 gal. full
		Tuboglia violacea	(12) Bibus min. 18" o.c.
		PURPLE SOCIETY GARLIC	15"ht.x 18" spr.
		Zamia floridana	3 gal. 30" o.c.
		COONTIE	solid even sod
		As Req. LAWN	St. Augustine 'Floratum'

GREENBELT SITE DATA CHART:

GREENBELT = 1,353 (x) 36' = 48,708 S.F./200 S.F. = 244 REQUIRED TREES

PROPOSED TREES CREDITS AS FOLLOWS:

EXISTING TREES = 108 TREES

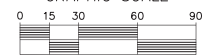
(23) PROPOSED TREES @ 6" CALIPER = 6 REQ. TREES = 138 TREES

TOTAL PROVIDED TREES ON SITE = 246 TREES

SEE SHEET LA-2 FOR MATCHLINE C-C
 SCALE: 1"=50'



GRAPHIC SCALE



SCALE: 1" = 30'

REVISION

APPR.

DATE

NO.

MARK DOWST & ASSOCIATES, INC.
 ENGINEERS • PLANNERS • SURVEYORS
 536 N. HULFAX AVENUE, SUITE # 100 • DAYTONA BEACH, FLORIDA 32118 • (386) 258-7999
 SCALE 1"=30'

SITE LANDSCAPE PLAN - PHASE 1

PROJECT NO.

NO.

LA-1

854

7

SHEETS

RIVERBEND COMMUNITY CHURCH

DAYTONA BEACH, FLORIDA

DATE

BY

10-02-09

10-02-09

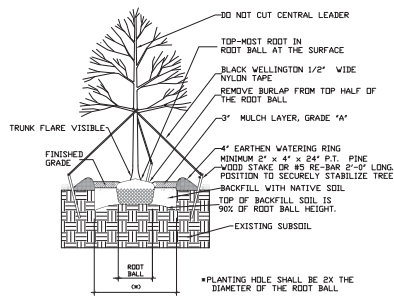
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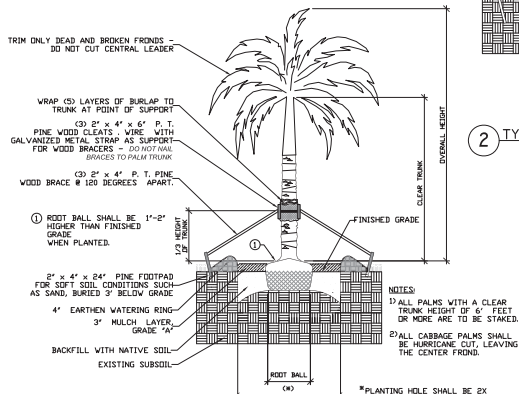
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10-02-09

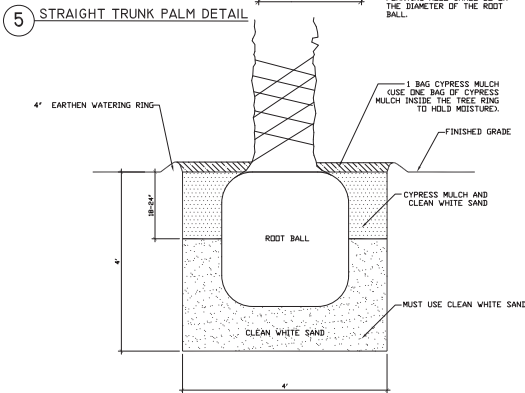
10-02-09



1 LARGE TREE PLANTING DETAIL



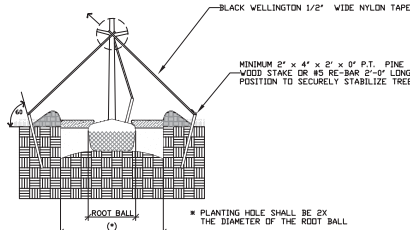
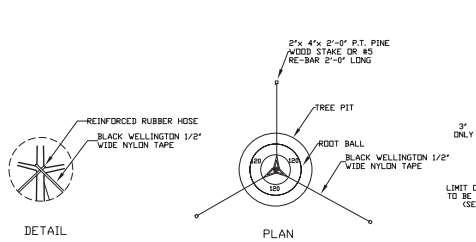
2 TYPICAL TREE GUYING DETAIL



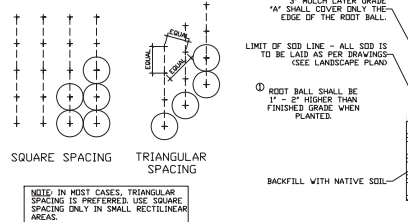
3 STRAIGHT TRUNK PALM DETAIL

- 1) STAKING IS NOT RECOMMENDED ON PALMS UNDER 20' CT.
- 2) STAKING IS RECOMMENDED ON PALMS OVER 20' CT.

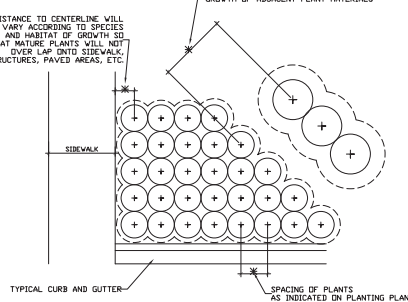
4 MEDJOL PALM INSTALLATION SCHEMATIC
(INFORMATION BY GROUNDWORKS)



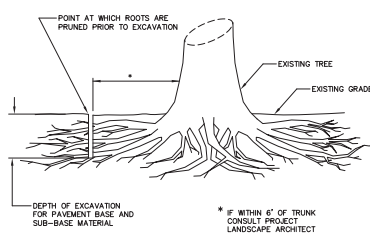
5 TYPICAL SHRUB PLANTING DETAIL



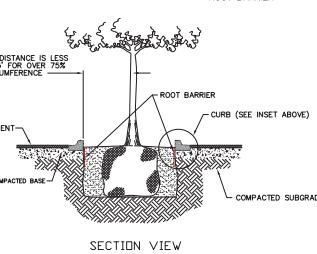
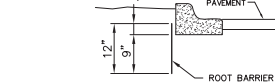
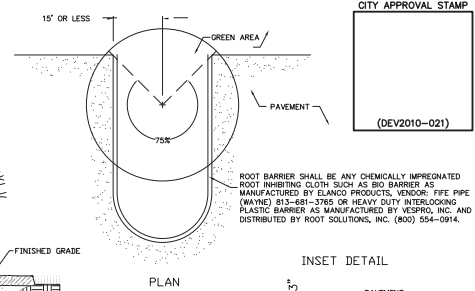
6 TYPICAL GROUND COVER PLANTING DETAIL



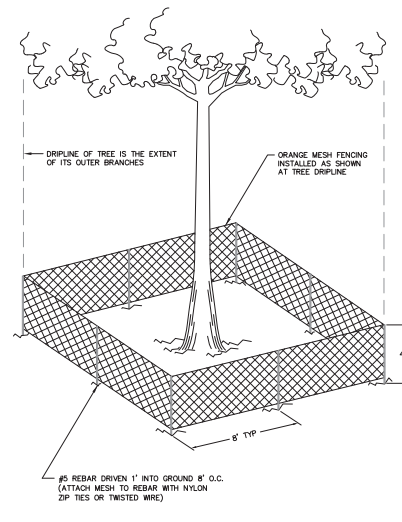
7 TYPICAL CONTAINER SPACING



8 ROOT PRUNING DETAIL



9 ROOT BARRIER DETAIL

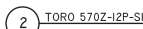
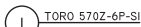


10 TREE BARRICADE DETAIL

REVISION		APPL	DATE	NO.
1	10-02-09	CSC		
2	07-21-11	CSC		
3	07-10-09	CSC		
MARK DOWD & ASSOCIATES, INC. ENGINEERS • PLANNERS • SURVEYORS 18435 530 N. HIAWATH AVENUE, SUITE # 100 • DAYTONA BEACH, FLORIDA 32118 • (386) 258-7999 SCALE: N.T.S. DESIGNED: CSC DRAWN: CSC CHECKED: CSC BY: DATE: 07-10-09				
LANDSCAPE DETAILS RIVERBEND CHURCH DAYTONA BEACH, FLORIDA				
PROJECT NO.	LA-7	NO.	854	OF 7 SHEETS



PROJECT NO.	NO.	IR-6
854	OF	
SAANDORRIS_PWT_INWALL	7	
		SHEETS



(DEV2010-021)

100

1. THE ENTIRE SYSTEM TO BE INSTALLED IN COMPLIANCE WITH ALL LOCAL CODES, CONTRACTOR TO SUPPLY AND INSTALL ALL CHECK VALVES, BACKFLOW PREVENTERS, VALVES, AND FITTINGS. CONTRACTOR TO BE RESPONSIBLE EVEN IF THOSE ITEMS ARE NOT SHOWN ON THE DRAWING.

2. ALL MAJOR SPRINKLER HEADS SHALL BE INSTALLED WITH A MINIMUM OF 18" OF COVER AND ALL LATERAL PIPING SHALL BE BURIED TO A MINIMUM DEPTH OF 12" OF COVER.

3. ALL PIPING SHALL BE INSTALLED TO A MINIMUM OF 18" COVER UNLESS OTHERWISE NOTED. PIPING SIZE TO A SINGLE SPRAY OR ROTOR HEAD SHALL BE 3/4".

4. ALL SPRINKLER CONTROL VALVES SHALL BE INSTALLED IN VALVE BOXES.

5. RISERS SHALL BE STAKED WITH A STEEL ANGLE AND SECURED WITH UV RESISTANT PLASTIC CABLE TIES. RISERS AND ANGLE SHALL BE PAINTED HUNTER GREEN.

6. RISERS SHALL BE PAINTED WITH WHITE PIPING MARKING WITH A MINIMUM OF 18"-INCHES FROM ANY SIDEWALK, PAVEMENT OR ROAD.

7. RISERS SHALL BE PAINTED WITH WHITE PIPING MARKING WITH A MINIMUM OF 18"-INCHES FROM ANY SIDEWALK, PAVEMENT OR ROAD. WHITE COLORED RIBBON FOR CONTROL WIRES AND WHITE FOR COMMON WIRES (UNLESS OTHERWISE INDICATED IN THE SPECIFICATIONS) NO OTHER COLORED RIBBON SHALL BE USED. WHITE COLORED RIBBON SHALL BE MADE ONLY IN VALVES BEARING THE "ONE STEP" CONNECTOR.

8. ANY PIPING OR VALVES SHOWN OUTSIDE THE PROPERTY LINE OR OUTSIDE OF A LANDSCAPE AREA SHALL BE INSTALLED IN THE PROPERTY LINE OR OUTSIDE OF A LANDSCAPE AREA. PIPING SHALL BE INSTALLED ON THE PROPERTY AND WITHIN LANDSCAPE AREAS.

9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE OWNER'S AUTHORIZED REPRESENTATIVE PRIOR TO INSTALLATION.

10. THE IRRIGATION SERVICE FIRM SHALL BE RESPONSIBLE FOR THE LOCATION OF THE ANCHOR BOX AT THE EQUIPMENT LOCATION (FOR OTHERS, NOT PART OF THIS CONTRACT), THE EROSION CONTROL MEASURES TO BE INSTALLED AND THE LOCATION OF THE ANCHOR BOX TO ALL EQUIPMENT.

11. THE IRRIGATION CONTRACTOR SHALL FLUSH AND ADJUST SPRINKLER HEADS AND VALVES TO PROVIDE THE CORRECT WATER PRESSURE. PERMANENT ADJUST OR VALVES, SPRINKLER HEADS AND VALVES TO BE PROVIDED IN THE FIELD. OTHERWISE, THE CONTRACTOR MAY SUBSTITUTE WITH OTHER EQUIPMENT OF EQUAL OR BETTER QUALITY. THE CONTRACTOR SHALL PROVIDE VARIABLE AND NON-VARIABLE PRESSURE COMPENSATING SCREENS MAY ALSO BE USED TO REDUCE SPRAY DISTANCE.

12. ALL SPRINKLER EQUIPMENT NOT OTHERWISE DETACHED OR SPECIFIED SHALL BE BURIED.

13. ALL SLEEVES UNDER SIDEWALKS TO BE BURIED IF 12" BELOW WALK SURFACE. MAIN LINE MAY BE LOCATED UNDER SIDEWALKS IF NOT DETACHED OR NOT ACCEPTED.

14. ALL SPRAY HEADS OR NOZZLES IN PLANTING BEDS TO BE PLACED ON RISERS (SICH 40) OF APPROPRIATE HEIGHT TO PLANTING AND RISERS TO BE PAINTED HUNTER GREEN.

15. ALL HEADS IN OPEN LAWN AREAS TO BE MOUNTED ON SING JOINTS.

16. ALL MATERIAL TO BE PLACED UNDER SIDEWALKS TO BE BURIED.

17. ALL PIPES, JOINTS, AND FITTINGS TO BE MADE WITH THE USE OF CLEANER, PRIMER AND CLEAN WATER.

18. ALL WORK TO BE DONE IN GOOD WORKMAN LIKE MANNER AND IN ACCORDANCE WITH THE SPECIFICATIONS.

19. ALL LINE LOCATIONS ARE APPROXIMATE. CONTRACTOR TO ADJUST TRENCHING IN THE FIELD FOR THE LOCATION OF THE PIPING.

20. HEAD LOCATIONS ARE APPROXIMATE. CONTRACTOR TO MAINTAIN 100% COVERAGE WITH SOFT COVER.

21. CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION AND EXISTENCE OF ALL UNDERGROUND UTILITIES. CONTRACTOR SHALL VERIFY UTILITIES IN THE FIELD. CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION, PROTECTION AND MAINTENANCE AND SHALL BE RESPONSIBLE FOR DAMAGE TO EXISTING UTILITIES OR STRUCTURE.

22. THERE SHALL BE A ONE (1) YEAR GUARANTEE ON ALL PARTS AND LABOR FOR THE ENTIRE SYSTEM.

23. AT THE END OF 1 YEAR FROM THE DATE OF FINAL ACCEPTANCE, THE CONTRACTOR SHALL OBTAIN AND PROVIDE THE OWNER WITH A COMPLETE SYSTEM.

24. CONTRACTOR SHALL MARK STATIONS ON THE CONTROLLER PANEL TO CORRESPOND TO THE LOCATION OF THE PIPING ON THIS PLAN AND SET OPERATING SEQUENCE TO CORRESPOND TO THE NUMBERED STATIONS ON THIS PLAN.

25. ALL SLEEVES TO BE INSTALLED UNDER EXISTING ASPHALT OR WALKS TO BE INSTALLED UNDER THE SIDEWALK OR PAVEMENT.

26. ALL VALVE BOXES SHALL BE FLUSH WITH FINISH GRADE AND HAVE A MINIMUM OF 3"-INCHES OF COVER.

PROJECT NO.	NO.
854	IR-
	OF
	7
854IRRIGDET_P01	SHEET

Draft

Planning Board minutes

August 11, 2022

Riverbend Academy School Expansion Special Exception Amendment

A. **SE 2022-036: 2080 West Granada Boulevard, Riverbend Academy Expansion, Special Exception Amendment**

Mr. Steven Spraker, Planning Director, explained the request submitted by Mr. Mark Dowst, P.E., Mark Dowst & Associates, Inc., authorized agent for the property owner for Riverbend Community Church, 2080 West Granada Boulevard, for a Special Exception Amendment. The Special Exception amendment request seeks to add approximately 13,327 square feet of building area to accommodate an increase from 200 students (per Ordinance 2000-119) to a maximum of 600 students at the Riverbend Academy. Mr. Spraker stated that the subject property is zoned Suburban Residential (SR).

Mr. Spraker stated that a portion of the property is in the City of Ormond Beach and a portion of the property is in the City of Daytona Beach. The property is seeking to expand their school. He continued that the school is a great resource and asset to the City with the ability to provide choices for education. The traffic plan has been designed to separate the groups of K-5 and 6-12 students. The building expansion is planned to match the existing building. Mr. Spraker added that staff recommends approval. The next step is a City Commission meeting on September 21, 2022.

Chairman Briley announced the public hearing and asked if anyone from the audience, including the applicant, was interested in addressing the Board on the item.

Mr. Lee Dowst, project engineer, Mark Dowst & Associates, introduced himself and offered to answer any questions.

Chairman Briley closed the public hearing and opened it up to the Board.

Mr. Scudiero asked for clarification of the two new buildings and if they will both be new or modifications of existing space. Mr. Dowst replied that they are new and will also be interiorly modified for newer classrooms. The project will be done in two phases with the

southern building beginning first. It was discussed and determined that there will be no land clearing.

Mr. Galloway inquired about the traffic that will be generated with the expansion. His concerns were expressed with the turns off of State Road 40, going west on Granada Boulevard, turning in and the traffic at the intersection. Mr. Dowst answered that there is a substantial left turn lane that goes into the facility. There was additional discussion about the traffic lights in the areas, determining that there is a traffic light at Breakaway Trails and Tymber Creek Boulevard, therefore it would be too close to add another.

Mr. Jorczak asked about the stacking. Mr. Dowst replied that with the Breakaway Trails traffic light, he does not envision any stacking on Granada Boulevard. The stacking would be on the right hand side turning into the property.

Ms. Tolland stated that she went to the neighborhood meeting for the property and heard citizens traffic concerns and learned through the discussion that stacking would take place inside the property and not on the road. The consensus at the neighborhood meeting was that this is a great project.

Chairman Briley agreed that there will be a lot of traffic at the intersection there as well as future projects but commented that this is a part of the master plan of what the Board was apprised of when whole project came to the Board 20 years ago. This has been in the plan and is not coming to fruition.

Mr. Scudiero concurred that anytime expanding there will be more traffic and added that there are two schools off of Airport Road near him that have a significant problem when it comes to cars backing up on the road a parent pick-up time. He stated that Riverbend will have no issue having a backup occur on their property. Mr. Scudiero commented that he notices that the public school only open their parking lots just prior to pick-up so that the back-up gets long out onto Airport Road for both of the schools on Airport road.

Ms. Tolland added that trees are not being taken down, the land is already cleared.

Chairman Briley remarked that the floor will entertain a motion.

Mr. Jorczak motioned to approve SE 2022-036: 2080 West Granada Boulevard, Riverbend Academy Expansion Special Exception Amendment. Mr. Scudiero seconded it. Vote was called, and the motion was approved (5-0).



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Kelly McGuire, Finance Director

Date: September 21, 2022

Subject: Firefighters' Pension Trust Fund

Commission Goal: Governance - Other

Introduction

This is a request by the Firefighters' Pension Trust Fund board to amend certain provisions of the Firefighters' pension ordinance.

Background

The Firefighters' Pension Trust Fund investment options has been reviewed with possible changes in the form of amendments presented for review and consideration.

Discussion

For the past year, the Fire Pension Board members have been discussing various options to potentially increase investment returns in differing market conditions. With guidance from the board's long-time financial advisor, the Firefighters' Pension Board approved the following changes to the pension ordinance:

- The Board may invest up to a maximum of 30% of the Fund's total portfolio at cost in Alternative assets. "Alternative assets" shall mean an investment by the Board of Trustees in non-traditional asset classes including, but not limited to, private equity, private real assets, natural resources/energy, infrastructure, structured products, direct investment in a portfolio company through an investment manager or general partner, venture capital, hedge fund, hedge fund of funds, private debt, commodities, insurance products, derivatives, and distressed securities.
- The Board may invest in group trusts.
- The Board may invest in other reasonable investment vehicles as may be determined by the Board, and while any portion of the assets of the Fund are invested in such other investment vehicles, the terms of such are adopted by

the Fund or plan only to the extent so required to comply with applicable laws. For the avoidance of doubt, any such adoption shall not affect benefits afforded, eligibility conditions or administration as provided by the System.

Budget Impact

The board has no immediate plans to invest in alternative assets. The board's assumed rate of return is 7% annually and they will utilize this new option to help meet this assumption based market conditions and the advice of their financial advisor.

Citizen Impact

There is no citizen impact.

Recommendation

The Firefighters' Pension Board approved the proposed amendments at their August 26, meeting. As the ordinance provides a limit on investment in alternative assets of 30%, staff recommends approval of the ordinance.

Attachments:

- 22-27 Investment Authority (FF - Rev 19Aug2022) (P22-0111G) (PDF)
- Ormond Beach Alts Education Presentation 5 2022 (PDF)
- Ormond Beach Alts Cover Letter 6 2022 (PDF)

REVIEWED BY:


Kelly McGuire, Finance Director 8/29/2022


Claire Whitley, Assistant City Manager 8/29/2022

APPROVED BY:


Joyce A. Shanahan, City Manager 8/29/2022

ORDINANCE NO. 2022-27

AN ORDINANCE OF THE CITY OF ORMOND BEACH, FLORIDA, AMENDING ARTICLE III, FIREFIGHTERS' PENSION TRUST FUND, OF CHAPTER 16, PENSIONS AND RETIREMENT, OF THE CODE OF ORDINANCES; AMENDING SECTION 16-43, ESTABLISHMENT AND OPERATION OF FUND; FINANCES AND FUND MANAGEMENT; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. Subsection (f), of Section 16-43, Establishment and operation of fund; finances and fund management, of Article III, Firefighters' Pension Trust Fund, of Chapter 16, Pensions and Retirement, of the City of Ormond Beach, Florida, *Code of Ordinances*, is hereby amended by adding the following underlined language and deleting the strikethrough language, to read as follows:

Sec. 16-43. – Establishment and operation of fund; finances and fund management.

(f) The board shall have the following investment powers and authority:

- (1) *(No change in text)*
- (2) All monies paid into or held in the fund shall be invested and reinvested by the board and the investment of all or any part of such funds shall be limited to:
 - a. Annuity and life insurance contracts with life insurance companies in amounts sufficient to provide, in whole or in part, the benefits to which all of the members in the fund shall be entitled under the provisions of this system and pay the initial and subsequent premium thereon.
 - b. Time or savings accounts of a national bank, a state bank insured by the bank insurance fund or a savings/building and loan association insured by the savings association insurance fund which is administered by the Federal Deposit Insurance Corporation or a state or federal chartered credit union whose share accounts are insured by the national credit union share insurance fund.

- c. Obligations of the United States or obligations guaranteed as to principal and interest by the government of the United States or by an agency of the government of the United States.
- d. Bonds issued by the State of Israel.
- e. Stocks, commingled funds administered by national or state banks, mutual funds and bonds or other evidences of indebtedness, provided that:
 - 1. Except as provided in subsection (f)(2)e.2 of this section, all individually held securities and all securities in a commingled or mutual fund must be issued or guaranteed by a corporation organized under the laws of the United States, any state or organized territory of the United States, or the District of Columbia, provided that the corporation is traded on a nationally recognized exchange and, in the case of bonds only, shall hold a rating in one of the three highest classifications by a major rating service.
 - 2. Not more than 25 percent of the assets of the fund at market value may be invested in foreign securities.
 - 3. The board shall not invest more than five percent of its assets in the common stock, capital stock or convertible securities of any one issuing company; nor shall the aggregate investment in any one issuing company exceed five percent of the outstanding capital stock of that company; nor shall the aggregate of its investments in common stock, capital stock and convertible securities at market exceed 70 percent of the assets of the fund.
- f. Real estate received by the fund as a gift, donation or devise.
- g. The board may invest up to ten percent in private real estate through an institutional, open-ended vehicle. The institutional vehicle shall provide diversification of property type and geographical location.

- h. The Board may invest up to a maximum of 30% of the Fund's total portfolio at cost in Alternative assets. "Alternative assets" shall mean an investment by the Board of Trustees in non-traditional asset classes including, but not limited to, private equity, private real assets, natural resources/energy, infrastructure, structured products, direct investment in a portfolio company through an investment manager or general partner, venture capital, hedge fund, hedge fund of funds, private debt, commodities, insurance products, derivatives, and distressed securities.
- i. The Board may invest in group trusts meeting the requirements of Internal Revenue Service Revenue Ruling 81-100 and Revenue Ruling 2011-1 or successor rulings or guidance of similar import, and operated or maintained exclusively for the commingling and collective investment of monies, provided that the funds in the group trust consist exclusively of trust assets held under plans qualified under Section 401(a) of the Code, individual retirement accounts that are exempt under Section 408(e) of the Code, eligible governmental plans that meet the requirements of Section 457(b) of the Code, and governmental plans under 401(a)(24) of the Code. For this purpose, a trust includes a custodial account that is treated as a trust under Section 401(f) or under Section 457(g)(3) of the Code. While any portion of the assets of the Fund are invested in such a group trust, such group trust is itself adopted as a part of the Fund, provided, however, any such limited adoption shall in no way alter or amend the terms of the System with respect to benefits afforded, eligibility conditions or administration.
- j. The Board may invest in other reasonable investment vehicles as may be determined by the Board, and while any portion of the assets of the Fund are invested in such other investment vehicles, the terms of such are adopted by the Fund or plan only to the extent so required to comply with applicable laws. For the avoidance of doubt, any such adoption shall not affect benefits afforded, eligibility conditions or administration as provided by the System.

(3) through (13) *(No change in text)*

SECTION TWO. Specific authority is hereby granted to codify and incorporate this Ordinance in the existing Code of Ordinances of the City of Ormond Beach.

SECTION THREE. If any section, subsection, sentence, clause, phrase of this ordinance, or the particular application thereof shall be held invalid by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrase under application shall not be affected thereby.

SECTION FOUR. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed to the extent of such conflict.

SECTION FIVE. This ordinance shall take effect immediately upon adoption.

PASSED UPON at the first reading of the City Commission, this 7th day of September, 2022.

PASSED UPON at the second and final reading of the City Commission, this 21st day of September, 2022.

BILL PARTINGTON
Mayor

ATTEST:

SUSAN CARROLL DAUDERIS
City Clerk

City of Ormond Beach Pension Plans

Alternative Investments Education

May 2022

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Innovative Strategies to Address Financial Challenges

The power of alternative investments derives from their versatility to offer innovative strategies that align with sophisticated investors' financial goals. Across the variety of available strategies, these can be organized into four core solutions.

Income Generation

Products that seek higher returns/yield and lower volatility versus traditional fixed income investments, with potential for low correlation to stocks and bonds, a reliable current income stream and an inflation hedge

- Non-Traded REITs
- Private Credit
 - Business Development Companies
 - Direct Lending
 - Opportunistic Strategies
- Private Real Estate Funds / Real Assets

Tax Advantages

Products designed to alleviate yearly tax liability, defer payment of capital gains, harness tax-managed structures or offer a step up in basis and tax advantaged income

- Private Placement Variable Annuities
- Private Placement Life Insurance
- 1031 Exchange Funds
- Equity Exchange Funds
- Qualified Opportunity Zone Funds

Alternative Investments: 4 Core Solutions

Portfolio Diversification

Products that strive to maintain low correlations with traditional equity markets, with potential for lower portfolio volatility, increased risk-adjusted returns and reduced reliance on any one company, sector, country, etc.

- Absolute Return Hedge Fund Strategies
- Equity Long/Short Funds
- Funds of Hedge Funds
- Relative Value Hedge Funds
- Infrastructure

Growth Orientation

Products that aim to generate excess returns and provide clients with incremental upside potential, wealth accumulation strategies or seek to take advantage of the "illiquidity premium" of private markets

- Private Equity
 - Venture Capital
 - Growth Equity
 - Leveraged Buyout
 - Secondaries & Co-Investments
- Equity Long/Short Funds

Source: Morgan Stanley Wealth Management Alternative Investments Group.

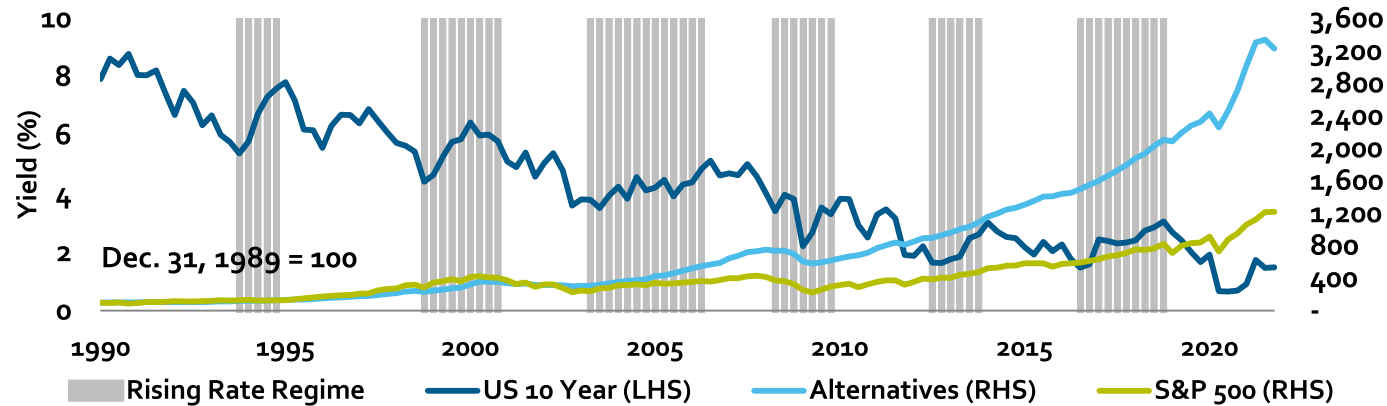
Alternative Investments are not appropriate for all investors and are only available to qualified investors.

Past performance is no guarantee of future results. Estimates of future performance are based on assumptions that may not be realized. This material is not a solicitation of any offer to buy or sell any security or other financial instrument or to participate in any trading strategy. Please refer to important information, disclosures and qualifications at the end of this material.

Alternative Investments Offer Diversification in Challenging Market Environments

Alternatives' Outperformance in *Rising Rate* Environments

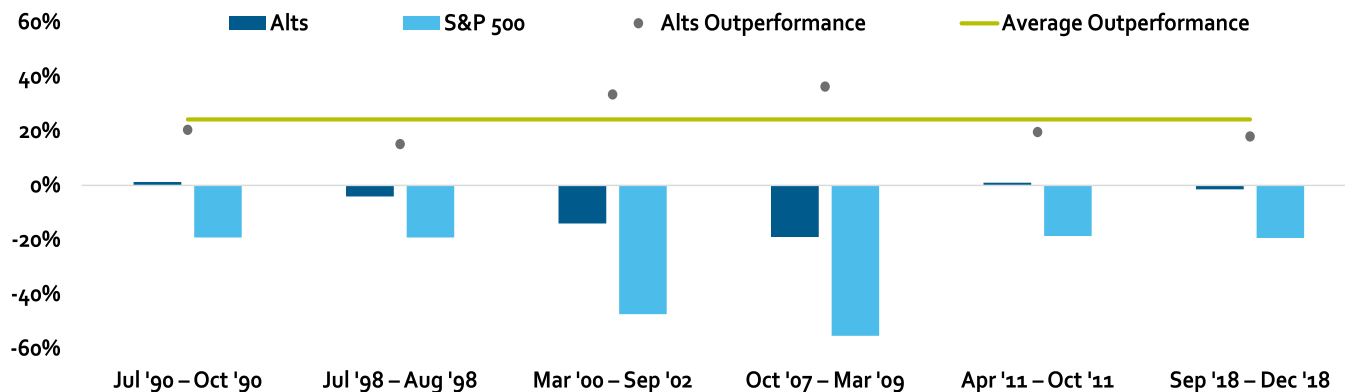
Quarterly Data as of December 31, 2021



Avg. Alts
outperformance
in rising rate
environments **+29%**

Alternatives' Outperformance in *Equity Bear Markets*

Historical Data 1980-2020



Avg. Alts
outperformance
in equity bear
markets **+25%**

Source: Bloomberg; Morgan Stanley Wealth Management. Alternatives Investments are composed of 16.6% Equity Hedge (HFRI Equity Hedge Index), 16.6% Equity Neutral (HFRI Equity Market Neutral Index), 33% Private Equity, and 33% Real Estate (National Council of Real Estate Investment Fiduciaries Property Index - NCREIF). Performance illustrated does not reflect fees or expenses, actual investor returns would be lower if these were deducted.

Past performance is no guarantee of future results. Estimates of future performance are based on assumptions that may not be realized. This material is not a solicitation of any offer to buy or sell any security or other financial instrument or to participate in any trading strategy. Please refer to important information, disclosures and qualifications at the end of this material.

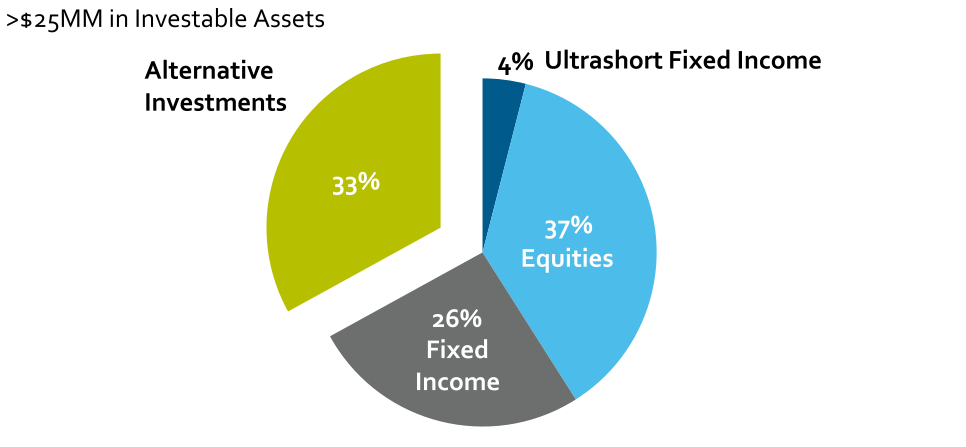
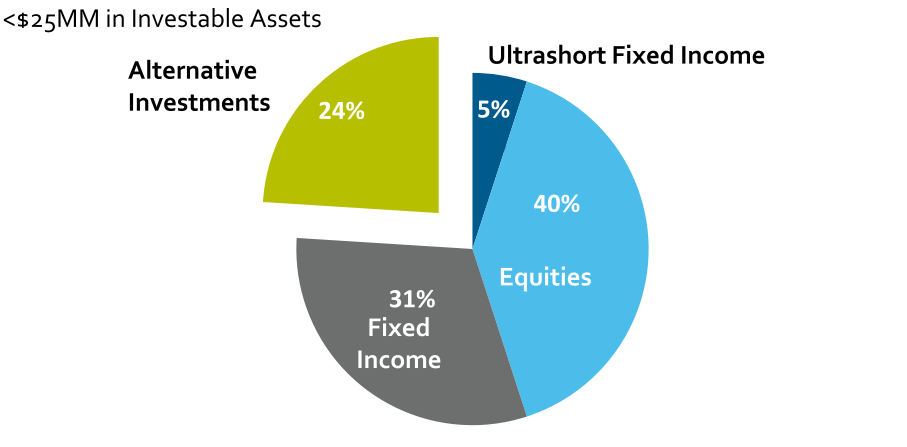
Global Investment Committee: Alternative Investment Strategic Asset Allocation

The Morgan Stanley Wealth Management Global Investment Committee (GIC) continually monitors developing economic and market conditions, reviews tactical outlooks, recommends model portfolio weightings, and also produces a suite of strategy, analysis, commentary, other reports and broadcasts

Depending on investor risk tolerance and net worth, the GIC may recommend a certain allocation to alternative investments to gain additional benefits of diversification. These guidelines serve as one source for your Financial Advisor’s or Private Wealth Advisor’s asset allocation advice

Ask your Financial Advisor or Private Wealth Advisor for more details and current allocation models at the time you are making your investment decisions

PORTFOLIO DIVERSIFICATION: GLOBAL INVESTMENT COMMITTEE STRATEGIC ASSET ALLOCATION¹



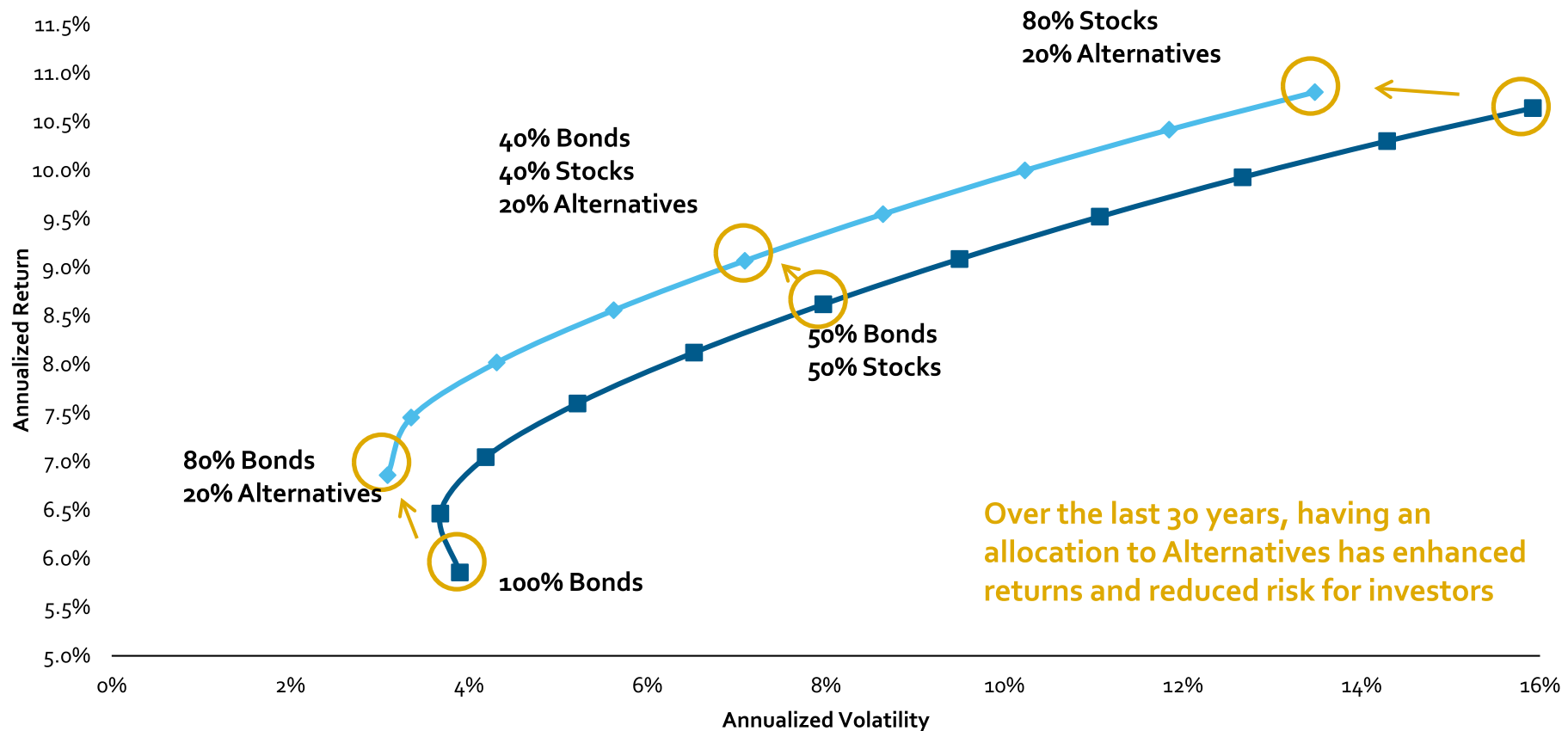
As of March 31, 2022. Strategic asset allocation models depicted above are based on Model 3: Balanced Growth. Please note there are five asset allocation models ranging from conservative to aggressive (Model 1: Wealth Conservation, formerly known as Capital Preservation; Model 2: Income; Model 3: Balanced Growth; Model 4: Market Growth; Model 5: Opportunistic Growth). The asset allocation models are subject to change from time to time. The GIC defines alternative investments as the following: REITS, Commodities, Master Limited Partnerships, Hedged Strategies (which include Traditional and 40 Act Alternative Investments including: Hedge Funds, Funds of Funds, Alternative Mutual Funds), Managed Futures, Private Real Estate and Private Equity. For illustrative purposes only. This does not represent individually tailored investment advice. Actual client portfolio will vary based on individual circumstances.

Past performance is no guarantee of future results. Estimates of future performance are based on assumptions that may not be realized. This material is not a solicitation of any offer to buy or sell any security or other financial instrument or to participate in any trading strategy. Please refer to important information, disclosures and qualifications at the end of this material.

Adding Alternatives Exposure to a Portfolio May Reduce Volatility and Potentially Increase Returns

Risk and Return Trade-Off With and Without Alternative Investments

Data as of January 1, 1990 to December 31, 2021



Source: Bloomberg, Morgan Stanley Wealth Management GIC, Private Equity Index Data: The Cambridge Associates Private Equity Index tracks the returns of a variety of private equity strategies, including buyout, control-oriented distressed, growth equity, energy, upstream energy and royalties, and venture capital. The data is updated quarterly using the Cambridge Associates Benchmark Calculator, with a lag of several months. Private equity returns are net to limited partners. Stocks are represented by the S&P 500 Total Return Index. Bonds are represented by Barclays U.S. Aggregate. Alternatives Investment are composed of 16.6% Equity Hedge (HFRI Equity Hedge Index), 16.6% Equity Neutral (HFRI Equity Market Neutral Index), 33% Private Equity, and 33% Real Estate (National Council of Real Estate Investment Fiduciaries Property Index – NCREIF). Alternatives investments are not appropriate for all investors.

Past performance is no guarantee of future results. Estimates of future performance are based on assumptions that may not be realized. This material is not a solicitation of any offer to buy or sell any security or other financial instrument or to participate in any trading strategy. Please refer to important information, disclosures and qualifications at the end of this material.

Morgan Stanley Wealth Management is the trade name of Morgan Stanley Smith Barney LLC, a registered broker-dealer in the United States.

The sole purpose of this material is to inform, and it in no way is intended to be an offer or solicitation to purchase or sell any security, other investment or service, or to attract any funds or deposits. Investments mentioned may not be appropriate for all clients. Any product discussed herein may be purchased only after a client has carefully reviewed the offering memorandum and executed the subscription documents. Morgan Stanley Wealth Management has not considered the actual or desired investment objectives, goals, strategies, guidelines, or factual circumstances of any investor in any fund(s). Before making any investment, each investor should carefully consider the risks associated with the investment, as discussed in the applicable offering memorandum, and make a determination based upon their own particular circumstances, that the investment is consistent with their investment objectives and risk tolerance. Morgan Stanley Smith Barney LLC offers investment program services through a variety of investment programs, which are opened pursuant to written client agreements. Each program offers investment managers, funds and features that are not available in other programs; conversely, some investment managers, funds or investment strategies may be available in more than one program.

Morgan Stanley's investment advisory programs may require a minimum asset level and, depending on your specific investment objectives and financial position, may not be appropriate for you. Please see the Morgan Stanley Smith Barney LLC program disclosure brochure (the "Morgan Stanley ADV") for more information in the investment advisory programs available. The Morgan Stanley ADV is available at www.morganstanley.com/ADV. **Sources of Data.** Information in this material in this report has been obtained from sources that we believe to be reliable, but we do not guarantee its accuracy, completeness or timeliness. Third-party data providers make no warranties or representations relating to the accuracy, completeness or timeliness of the data they provide and are not liable for any damages relating to this data. All opinions included in this material constitute the Firm's judgment as of the date of this material and are subject to change without notice. This material was not prepared by the research departments of Morgan Stanley & Co. LLC or Morgan Stanley Smith Barney LLC. Some historical figures may be revised due to newly identified programs, firm restatements, etc.

Global Investment Manager Analysis (GIMA) Focus List, Approved List and Tactical Opportunities List; Watch Policy. GIMA uses two methods to evaluate investment products in applicable advisory programs: **Focus** (and investment products meeting this standard are described as being on the Focus List) and **Approved** (and investment products meeting this standard are described as being on the Approved List). In general, Focus entails a more thorough evaluation of an investment product than Approved. Sometimes an investment product may be evaluated using the Focus List process but then placed on the Approved List instead of the Focus List. Investment products may move from the Focus List to the Approved List, or vice versa. GIMA may also determine that an investment product no longer meets the criteria under either process and will no longer be recommended in investment advisory programs (in which case the investment product is given a "Not Approved" status). GIMA has a "Watch" policy and may describe a Focus List or Approved List investment product as being on "Watch" if GIMA identifies specific areas that (a) merit further evaluation by GIMA and (b) may, but are not certain to, result in the investment product becoming "Not Approved." The Watch period depends on the length of time needed for GIMA to conduct its evaluation and for the investment manager or fund to address any concerns. Certain investment products on either the Focus List or Approved List may also be recommended for the **Tactical Opportunities List** based in part on tactical opportunities existing at a given time. The investment products on the Tactical Opportunities List change over time. For more information on the Focus List, Approved List, Tactical Opportunities List and Watch processes, please see the applicable Form ADV Disclosure Document for Morgan Stanley Wealth Management. Your Financial Advisor or Private Wealth Advisor can also provide upon request a copy of a publication entitled "Manager Selection Process."

The **Global Investment Committee** is a group of seasoned investment professionals who meet regularly to discuss the global economy and markets. The committee determines the investment outlook that guides our advice to clients. They continually monitor developing economic and market conditions, review tactical outlooks and recommend model portfolio weightings, as well as produce a suite of strategy, analysis, commentary, portfolio positioning suggestions and other reports and broadcasts.

The GIC Asset Allocation Models are not available to be directly implemented as part of an investment advisory service and should not be regarded as a recommendation of any Morgan Stanley investment advisory service. The GIC Asset Allocation Models do not represent actual trading or any type of account or any type of investment strategies and none of the fees or other expenses (e.g. commissions, mark-ups, mark-downs, advisory fees, fund expenses) associated with actual trading or accounts are reflected in the GIC Asset Allocation Models which, when compounded over a period of years, would decrease returns.

Adverse Active AlphaSM 2.0 is a patented screening and scoring process designed to help identify high-quality equity and fixed income managers with characteristics that may lead to future outperformance relative to index and peers. While highly ranked managers performed well as a group in our Adverse Active Alpha model back tests, not all of the managers will outperform. Please note that this data may be derived from back-testing, which has the benefit of hindsight. In addition, highly ranked managers can have differing risk profiles that might not be appropriate for all investors.

Our view is that Adverse Active Alpha is a good starting point and should be used in conjunction with other information. Morgan Stanley Wealth Management's qualitative and quantitative investment manager due diligence process are equally important factors for investors when considering managers for use through an investment advisory program. Factors including, but not limited to, manager

turnover and changes to investment process can partially or fully negate a positive Adverse Active Alpha ranking. Additionally, highly ranked managers can have differing risk profiles that might not be appropriate for all investors.

The proprietary **Value Score** methodology considers an active investment strategies' value proposition relative to its costs. From a historical quantitative study of several quantitative markers, Value Score measures perceived forward-looking benefit and computes (1) "fair value" expense ratios for most traditional investment managers across 40 categories and (2) managers' perceived "excess value" by comparing the fair value expense ratios to actual expense ratios. Managers are then ranked within each category by their excess value to assign a Value Score. Our analysis suggests that greater levels of excess value have historically corresponded to attractive subsequent performance.

For more information on the ranking models, please see Adverse Active AlphaSM 2.0: Scoring Active Managers According to Potential Alpha and Value Score: Scoring Fee Efficiency by Comparing Managers' "Fair Value" and Actual Expense Ratios. The whitepapers are available from your Financial Advisor or Private Wealth Advisor. ADVERSE ACTIVE ALPHA is a registered service mark of Morgan Stanley and/or its affiliates. U.S. Pat. No. 8,756,098 applies to the Adverse Active Alpha system and/or methodology.

Additionally, highly ranked managers can have differing risk profiles that might not be appropriate for all investors. For more information on AAA, please see the Adverse Active Alpha Ranking Model and Selecting Managers with Adverse Active Alpha whitepapers. The whitepaper are available from your Financial Advisor or Private Wealth Advisor. ADVERSE ACTIVE ALPHA is a registered service mark of Morgan Stanley and/or its affiliates. U.S. Pat. No. 8,756,098 applies to the Adverse Active Alpha system and/or methodology.

The Global Investment Manager Analysis (GIMA) Services Only Apply to Certain Investment Advisory Programs GIMA evaluates certain investment products for the purposes of some – but not all – of Morgan Stanley Smith Barney LLC's investment advisory programs (as described in more detail in the applicable Form ADV Disclosure Document for Morgan Stanley Wealth Management). If you do not invest through one of these investment advisory programs, Morgan Stanley Wealth Management is not obligated to provide you notice of any GIMA Status changes even though it may give notice to clients in other programs.

Strategy May Be Available as a Separately Managed Account or Mutual Fund Strategies are sometimes available in Morgan Stanley Wealth Management investment advisory programs both in the form of a separately managed account ("SMA") and a mutual fund. These may have different expenses and investment minimums. Your Financial Advisor or Private Wealth Advisor can provide more information on whether any particular strategy is available in more than one form in a particular investment advisory program. Generally, investment advisory accounts are subject to an annual asset-based fee which is payable monthly in advance (some account types may be billed differently). (The "Fee"). In general, the Fee covers Morgan Stanley investment advisory services, custody of securities with Morgan Stanley, trade execution with or through Morgan Stanley or its affiliates, as well as compensation to any Morgan Stanley Financial Advisor.

In addition, each account that is invested in a program that is eligible to purchase certain investment products, such as mutual funds, will also pay a Platform Fee (which is subject to a Platform Fee offset) as described in the applicable ADV brochure. Accounts invested in the Select UMA program will also pay a separate Morgan Stanley Overlay Manager Fee and any applicable Sub-Manager fees. If your account is invested in mutual funds or exchange traded funds (collectively "funds"), you will pay the fees and expenses of any funds in which your account is invested. Fees and expenses are charged directly to the pool of assets the fund invests in and are reflected in each fund's share price. These fees and expenses are an additional cost to you and would not be included in the Fee amount in your account statements. Overlay Managers or Executing Sub-Managers ("managers") in some of Morgan Stanley's Separately Managed Account ("SMA") programs may affect transactions through broker-dealers other than Morgan Stanley or our affiliates. If your manager trades with another firm, you may be assessed costs by the other firm in addition to Morgan Stanley's fees. Those costs will be included in the net price of the security, not separately reported on trade confirmations or account statements. Certain managers have historically directed most, if not all, of their trades to outside firms. Information provided by managers concerning trade execution away from Morgan Stanley is summarized at: www.morganstanley.com/wealth/investmentsolutions/pdfs/adv/sotresponse.pdf. For more information, please refer to the ADV Brochure for your program(s), available at www.morganstanley.com/ADV or contact your Financial Advisor/Private Wealth Advisor. For example, on an advisory account with a 2.5% annual fee, if the gross annual performance is 6.00%, the compounding effect of the fees will result in a net performance of approximately 3.38% after one year, 10.50% after three years, and 18.10% after five years. **Conflicts of Interest:** GIMA's goal is to provide professional, objective evaluations in support of the Morgan Stanley Wealth Management investment advisory programs. We have policies and procedures to help us meet this goal. However, our business is subject to various conflicts of interest. For example, ideas and suggestions for which investment products should be evaluated by GIMA come from a variety of sources, including our Morgan Stanley Wealth Management Financial Advisors and their direct or indirect managers, and other business persons within Morgan Stanley Wealth Management or its affiliates. Such persons may have an ongoing business relationship with certain investment managers or mutual fund companies whereby they, Morgan Stanley Wealth Management or its affiliates receive compensation from, or otherwise related to, those investment managers or mutual funds. For example, a Financial Advisor may suggest that GIMA evaluates an investment manager or fund in which a portion of his or her clients' assets are already invested. While such a recommendation is permissible, GIMA is responsible for the opinions expressed by GIMA. See the conflicts of interest section in the applicable Form ADV Disclosure Document for Morgan Stanley Wealth Management for a discussion of other types of conflicts that may be relevant to GIMA's evaluation of managers and funds. In addition, Morgan Stanley Wealth Management, MS & Co., managers and their affiliates provide a variety of services

(including research, brokerage, asset management, trading, lending and investment banking services) for each other and for various clients, including issuers of securities that may be recommended for purchase or sale by clients or are otherwise held in client accounts, and managers in various advisory programs. Morgan Stanley Wealth Management, managers, MS & Co., and their affiliates receive compensation and fees in connection with these services. Morgan Stanley Wealth Management believes that the nature and range of clients to which such services are rendered is such that it would be inadvisable to exclude categorically all of these companies from an account.

Morgan Stanley charges each fund family we offer a mutual fund support fee, also called a "revenue-sharing payment," on client account holdings in fund families according to a tiered rate that increases along with the management fee of the fund so that lower management fee funds pay lower rates than those with higher management fees.

Consider Your Own Investment Needs: The model portfolios and strategies discussed in the material are formulated based on general client characteristics including risk tolerance. This material is not intended to be an analysis of whether particular investments or strategies are appropriate for you or a recommendation, or an offer to participate in any investment. Therefore, clients should not use this material as the sole basis for investment decisions. They should consider all relevant information, including their existing portfolio, investment objectives, risk tolerance, liquidity needs and investment time horizon. Such a determination may lead to asset allocation results that are materially different from the asset allocation shown in this profile. Talk to your Financial Advisor about what would be an appropriate asset allocation for you, whether CGCM is an appropriate program for you.

No obligation to notify – Morgan Stanley Wealth Management has no obligation to notify you when the model portfolios, strategies, or any other information, in this material changes.

Please consider the investment objectives, risks, fees, and charges and expenses of mutual funds, ETFs, closed end funds, unit investment trusts, and variable insurance products carefully before investing. The prospectus contains this and other information about each fund. To obtain a prospectus, contact your Financial Advisor or Private Wealth Advisor or visit the Morgan Stanley website at www.morganstanley.com. Please read it carefully before investing.

An investment in a money market fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Fund seeks to preserve the value of your investment at \$1.00 per share, it is possible to lose money by investing in the fund.

The type of mutual funds and ETFs discussed in this presentation utilizes nontraditional or complex investment strategies and/or derivatives. Examples of these types of funds include those that utilize one or more of the below noted investment strategies or categories or which seek exposure to the following markets: (1) commodities (e.g., agricultural, energy and metals), currency, precious metals; (2) managed futures; (3) leveraged, inverse or inverse leveraged; (4) bear market, hedging, long-short equity, market neutral; (5) real estate; (6) volatility (seeking exposure to the CBOE VIX Index). Investors should keep in mind that while mutual funds and ETFs may, at times, utilize nontraditional investment options and strategies, they should not be equated with unregistered privately offered alternative investments. Because of regulatory limitations, mutual funds and ETFs that seek alternative-like investment exposure must utilize a more limited investment universe. As a result, investment returns and portfolio characteristics of alternative mutual funds and ETFs may vary from traditional hedge funds pursuing similar investment objectives. Moreover, traditional hedge funds have limited liquidity with long "lock-up" periods allowing them to pursue investment strategies without having to factor in the need to meet client redemptions and ETFs trade on an exchange. On the other hand, mutual funds typically must meet daily client redemptions. This differing liquidity profile can have a material impact on the investment returns generated by a mutual fund or ETF pursuing an alternative investing strategy compared with a traditional hedge fund pursuing the same strategy.

Nontraditional investment options and strategies are often employed by a portfolio manager to further a fund's investment objective and to help offset market risks. However, these features may be complex, making it more difficult to understand the fund's essential characteristics and risks, and how it will perform in different market environments and over various periods of time. They may also expose the fund to increased volatility and unanticipated risks particularly when used in complex combinations and/or accompanied by the use of borrowing or "leverage."

The Morgan Stanley Digital Vault ("Digital Vault") is accessible to clients with dedicated Financial Advisors. Documents shared via the Digital Vault should be limited to those relevant to your Morgan Stanley account relationship. Uploading a document to the Digital Vault does not obligate us to review or take any action on it, and we will not be liable for any failure to act upon the contents of such document. Please contact your Financial Advisor or Branch Management to discuss the appropriate process for providing the document to us for review. If you maintain a Trust or entity account with us, only our certification form will govern our obligations for such account. Please refer to the Morgan Stanley Digital Vault terms and conditions for more information.

Information related to your external accounts is provided for informational purposes only. It is provided by third parties, including the financial institutions where your external accounts are held. Morgan Stanley does not verify that the information is accurate and makes no representation or warranty as to its accuracy, timeliness, or completeness. Additional information about the features and services offered through Total Wealth View are available on the Total Wealth View site on Morgan Stanley Online and also in the Total Wealth View Terms and Conditions of Use.

Mobile check deposits are subject to certain terms and conditions. Checks must be drawn on a U.S. Bank.

Send Money with Zelle® is available on the Morgan Stanley Mobile App for iPhone and Android and on Morgan Stanley Online. Enrollment is required and dollar and frequency limits may apply. Domestic fund transfers must be made from an eligible account at Morgan Stanley Smith Barney LLC (Morgan Stanley) to a US-based account at another financial institution. Morgan Stanley maintains arrangements with JP Morgan Chase Bank, N.A. and UMB Bank, N.A. as NACHA-participating depository financial institutions for the processing of transfers on Zelle®. Data connection required, and message and data rates may apply, including those from your communications service provider. Must have an eligible account in the U.S. to use Zelle®. Transactions typically occur in minutes when the recipient's email address or U.S. mobile number is already enrolled with Zelle. See the Morgan Stanley Send Money with Zelle® terms for details.

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Electronic payments arrive to the payee within 1-2 business days, check payments arrive to the payee within 5 business days. Same-day and overnight payments are available for an additional fee within the available payment timeframes.

KEY ASSET CLASS CONSIDERATIONS AND OTHER RISKS

Investing in the markets entails the risk of market volatility. The value of all types of investments, including stocks, mutual funds, exchange-traded funds ("ETFs"), closed-end funds, and unit investment trusts, may increase or decrease over varying time periods. To the extent the investments depicted herein represent **international securities**, you should be aware that there may be additional risks associated with international investing, including foreign economic, political, monetary and/or legal factors, changing currency exchange rates, foreign taxes, and differences in financial and accounting standards. These risks may be magnified in **emerging markets and frontier markets**. **Small- and mid-capitalization companies** may lack the financial resources, product diversification and competitive strengths of larger companies. In addition, the securities of small- and mid-capitalization companies may not trade as readily as, and be subject to higher volatility than, those of larger, more established companies. The value of **fixed income securities** will fluctuate and, upon a sale, may be worth more or less than their original cost or maturity value. Bonds are subject to interest rate risk, call risk, reinvestment risk, liquidity risk, and credit risk of the issuer. **High yield bonds** are subject to additional risks such as increased risk of default and greater volatility because of the lower credit quality of the issues. In the case of **municipal bonds**, income is generally exempt from federal income taxes. Some income may be subject to state and local taxes and to the federal alternative minimum tax. Capital gains, if any, are subject to tax. **Treasury Inflation Protection Securities' (TIPS)** coupon payments and underlying principal are automatically increased to compensate for inflation by tracking the consumer price index (CPI). While the real rate of return is guaranteed, TIPS tend to offer a low return. Because the return of TIPS is linked to inflation, TIPS may significantly underperform versus conventional U.S. Treasuries in times of low inflation. There is no guarantee that investors will receive par if TIPS are sold prior to maturity. The returns on a portfolio consisting primarily of **environmental, social, and governance-aware investments ("ESG")** may be lower or higher than a portfolio that is more diversified or where decisions are based solely on investment considerations. Because ESG criteria exclude some investments, investors may not be able to take advantage of the same opportunities or market trends as investors that do not use such criteria. The companies identified and investment examples are for illustrative purposes only and should not be deemed a recommendation to purchase, hold or sell any securities or investment products. They are intended to demonstrate the approaches taken by managers who focus on ESG criteria in their investment strategy. There can be no guarantee that a client's account will be managed as described herein. **Options** and margin trading involve substantial risk and are not appropriate for all investors. Besides the general investment risk of holding securities that may decline in value and the possible loss of principal invested, **closed-end funds** may have additional risks related to declining market prices relative to net asset values (NAVs), active manager underperformance and potential leverage. Closed-end funds, unlike open-end funds, are not continuously offered. There is a one-time public offering and once issued, shares of closed-end funds are sold in the open market through a stock exchange. Shares of closed-end funds frequently trade at a discount from their NAV which may increase investors' risk of loss. The risk of loss due to this discount may be greater for investors expecting to sell their shares in a relatively short period after completion of the public offering. This characteristic is a risk separate and distinct from the risk that a closed-end fund's net asset value may decrease as a result of investment activities. NAV is total assets less total liabilities divided by the number of shares outstanding. At the time an investor purchases or sells shares of a closed-end fund, shares may have a market price that is above or below NAV. Portfolios that invest a large percentage of assets in only one industry **sector** (or in only a few sectors) are more vulnerable to price fluctuation than those that diversify among a broad range of sectors.

Alternative investments often are speculative and include a high degree of risk. Investors could lose all or a substantial amount of their investment. Alternative investments are appropriate only for eligible, long-term investors who are willing to forgo liquidity and put capital at risk for an indefinite period of time. They may be highly illiquid and can engage in leverage and other speculative practices that may increase the volatility and risk of loss. Alternative Investments typically have higher fees than traditional investments. Investors should carefully review and consider potential risks before investing. Certain of these risks may include but are not limited to: Loss of all or a substantial portion of the investment due to leveraging, short-selling, or other speculative practices; Lack of liquidity in that there may be no secondary market for a fund; Volatility of returns; Restrictions on transferring interests in a fund; Potential lack of diversification and resulting higher risk due to

concentration of trading authority when a single advisor is utilized; Absence of information regarding valuations and pricing; Complex tax structures and delays in tax reporting; Less regulation and higher fees than mutual funds; Risks associated with the operations, personnel, and processes of the manager; and Risks associated with cybersecurity. As a diversified global financial services firm, Morgan Stanley Wealth Management engages in a broad spectrum of activities including financial advisory services, investment management activities, sponsoring and managing private investment funds, engaging in broker-dealer transactions and principal securities, commodities and foreign exchange transactions, research publication, and other activities. In the ordinary course of its business, Morgan Stanley Wealth Management therefore engages in activities where Morgan Stanley Wealth Management's interests may conflict with the interests of its clients, including the private investment funds it manages. Morgan Stanley Wealth Management can give no assurance that conflicts of interest will be resolved in favor of its clients or any such fund. All expressions of opinion are subject to change without notice and are not intended to be a forecast of future events or results. Further, opinions expressed herein may differ from the opinions expressed by Morgan Stanley Wealth Management and/or other businesses/affiliates of Morgan Stanley Wealth Management. This is not a "research report" as defined by FINRA Rule 2241 or a "debt research report" as defined by FINRA Rule 2242 and was not prepared by the Research Departments of Morgan Stanley Smith Barney LLC or Morgan Stanley & Co. LLC or its affiliates. Certain information contained herein may constitute forward-looking statements. Due to various risks and uncertainties, actual events, results or the performance of a fund may differ materially from those reflected or contemplated in such forward-looking statements. Clients should carefully consider the investment objectives, risks, charges, and expenses of a fund before investing. While the HFRI indices are frequently used, they have limitations (some of which are typical of other widely used indices). These limitations include survivorship bias (the returns of the indices may not be representative of all the hedge funds in the universe because of the tendency of lower performing funds to leave the index); heterogeneity (not all hedge funds are alike or comparable to one another, and the index may not accurately reflect the performance of a described style); and limited data (many hedge funds do not report to indices, and the index may omit funds, the inclusion of which might significantly affect the performance shown). The HFRI indices are based on information self-reported by hedge fund managers that decide on their own, at any time, whether or not they want to provide, or continue to provide, information to HFR Asset Management, L.L.C. Results for funds that go out of business are included in the index until the date that they cease operations. Therefore, these indices may not be complete or accurate representations of the hedge fund universe, and may be biased in several ways. Composite index results are shown for illustrative purposes and do not represent the performance of a specific investment. Individual funds have specific tax risks related to their investment programs that will vary from fund to fund. Clients should consult their own tax and legal advisors as Morgan Stanley Wealth Management does not provide tax or legal advice. Interests in alternative investment products are offered pursuant to the terms of the applicable offering memorandum, are distributed by Morgan Stanley Wealth Management and certain of its affiliates, and (1) are not FDIC-insured, (2) are not deposits or other obligations of Morgan Stanley Wealth Management or any of its affiliates, (3) are not guaranteed by Morgan Stanley Wealth Management and its affiliates, and (4) involve investment risks, including possible loss of principal. Morgan Stanley Wealth Management is a registered broker-dealer, not a bank. This material is not to be reproduced or distributed to any other persons (other than professional advisors of the investors or prospective investors, as applicable, receiving this material) and is intended solely for the use of the persons to whom it has been delivered. This material is not for distribution to the general public. Past performance is no guarantee of future results. Actual results may vary. SIPC insurance does not apply to precious metals, other commodities, or traditional alternative investments. In Consulting Group's advisory programs, alternative investments are limited to US-registered mutual funds, separate account strategies and exchange-traded funds (ETFs) that seek to pursue alternative investment strategies or returns utilizing publicly traded securities. Investment products in this category may employ various investment strategies and techniques for both hedging and more speculative purposes such as short-selling, leverage, derivatives and options, which can increase volatility and the risk of investment loss. Alternative investments are not appropriate for all investors. As a diversified global financial services firm, Morgan Stanley Wealth Management engages in a broad spectrum of activities including financial advisory services, investment management activities, sponsoring and managing private investment funds, engaging in broker-dealer transactions and principal securities, commodities and foreign exchange transactions, research publication, and other activities. In the ordinary course of its business, Morgan Stanley Wealth Management therefore engages in activities where Morgan Stanley Wealth Management's interests may conflict with the interests of its clients, including the private investment funds it manages. Morgan Stanley Wealth Management can give no assurance that conflicts of interest will be resolved in favor of its clients or any such fund. Alternative investments involve complex tax structures, tax inefficient investing, and delays in distributing important tax information. Individual funds have specific risks related to their investment programs that will vary from fund to fund.

Clients should consult their own tax and legal advisors as Morgan Stanley Wealth Management does not provide tax or legal advice.

A majority of Alternative Investment managers reviewed and selected by GIMA pay or cause to be paid an ongoing fee for distribution from their management fees to Morgan Stanley Wealth Management in connection with Morgan Stanley Wealth Management clients that purchase an interest in an Alternative Investment and in some instances pay these fees on the investments held by investments held by brokerage clients. Morgan Stanley Wealth Management has a conflict of interest in offering alternative investments because Morgan Stanley Wealth Management or our affiliates, in most instances, earn more money in your account from your investments in alternative investments than from other investment options.

It should be noted that the majority of hedge fund indexes are comprised of hedge fund manager returns. This is in contrast to traditional indexes, which are comprised of individual securities in the various market segments they represent and offer complete transparency as to membership and construction methodology. As such, some believe that hedge fund index returns have certain biases that are not present in traditional indexes. Some of these biases inflate index performance, while others may skew performance negatively. However, many studies indicate that overall hedge fund index performance has been biased to the upside. Some studies suggest performance has been inflated by up to 260 basis points or more annually depending on the types of biases included and the time period studied. Although there are numerous potential biases that could affect hedge fund returns, we identify some of the more common ones throughout this paper.

Self-selection bias results when certain manager returns are not included in the index returns and may result in performance being skewed up or down. Because hedge funds are private placements, hedge fund managers are able to decide which fund returns they want to report and are able to opt out of reporting to the various databases. Certain hedge fund managers may choose only to report returns for funds with strong returns and opt out of reporting returns for weak performers. Other hedge funds that close may decide to stop reporting in order to retain secrecy, which may cause a downward bias in returns.

Survivorship bias results when certain constituents are removed from an index. This often results from the closure of funds due to poor performance, “blow ups,” or other such events. As such, this bias typically results in performance being skewed higher. As noted, hedge fund index performance biases can result in positive or negative skew. However, it would appear that the skew is more often positive. While it is difficult to quantify the effects precisely, investors should be aware that idiosyncratic factors may be giving hedge fund index returns an artificial “lift” or upwards bias.

Hedge Funds of Funds and many funds of funds are private investment vehicles restricted to certain qualified private and institutional investors. They are often speculative and include a high degree of risk. Investors can lose all or a substantial amount of their investment. They may be highly illiquid, can engage in leverage and other speculative practices that may increase volatility and the risk of loss, and may be subject to large investment minimums and initial lockups. They involve complex tax structures, tax-inefficient investing and delays in distributing important tax information. Categorically, hedge funds and funds of funds have higher fees and expenses than traditional investments, and such fees and expenses can lower the returns achieved by investors. Funds of funds have an additional layer of fees over and above hedge fund fees that will offset returns. An investment in an **exchange-traded fund** involves risks similar to those of investing in a broadly based portfolio of equity securities traded on an exchange in the relevant securities market, such as market fluctuations caused by such factors as economic and political developments, changes in interest rates and perceived trends in stock and bond prices. An investment in a **target date portfolio** is subject to the risks attendant to the underlying funds in which it invests, in these portfolios the funds are the Consulting Group Capital Market funds. A target date portfolio is geared to investors who will retire and/or require income at an approximate year. The portfolio is managed to meet the investor’s goals by the pre-established year or “target date.” A target date portfolio will transition its invested assets from a more aggressive portfolio to a more conservative portfolio as the target date draws closer. An investment in the target date portfolio is not guaranteed at any time, including, before or after the target date is reached. **Managed futures** investments are speculative, involve a high degree of risk, use significant leverage, are generally illiquid, have substantial charges, subject investors to conflicts of interest, and are appropriate only for the risk capital portion of an investor’s portfolio. Managed futures investments do not replace equities or bonds but rather may act as a complement in a well diversified portfolio. Managed Futures are complex and not appropriate for all investors. **Rebalancing** does not protect against a loss in declining financial markets. There may be a potential tax implication with a rebalancing strategy.

Virtual Currency Products (Cryptocurrencies)

Buying, selling, and transacting in Bitcoin, Ethereum or other digital assets (“Digital Assets”), and related funds and products, is highly speculative and may result in a loss of the entire investment. Risks and considerations include but are not limited to:

- Digital Assets have only been in existence for a short period of time and historical trading prices for Digital Assets have been highly volatile. The price of Digital Assets could decline rapidly, and **investors could lose their entire investment.**
- Certain Digital Asset funds and products, allow investors to invest on a more frequent basis than investors may withdraw from the fund or product, and interests in such funds or products are generally not freely transferrable. This means that, particularly given the volatility of Digital Assets, an investor will have to bear any losses with respect to its investment for an extended period of time and will not be able to react to changes in the price of the Digital Asset once invested (for example, by seeking to withdraw) as quickly as when making the decision to invest. Such Digital Asset funds and products, are intended only for persons who are able to bear the economic risk of investment and who do not need liquidity with respect to their investments.
- Given the volatility in the price of Digital Assets, the net asset value of a fund or product that invests in such assets at the time an investor’s subscription for interests in the fund or product is accepted may be significantly below or above the net asset value of the product or fund at the time the investor submitted subscription materials.
- Certain Digital Assets are not intended to function as currencies but are intended to have other use cases. These other Digital Assets may be subject to some or all of the risks and considerations set forth herein, as well as additional risks applicable to such Digital Assets. Buyers, sellers and users of such Digital Assets should thoroughly familiarize themselves with such risks and considerations before transacting in such Digital Assets.
- The value of Digital Assets may be negatively impacted by future legal and regulatory developments, including but not limited to increased regulation of such Digital Assets. Any such developments

may make such Digital Assets less valuable, impose additional burdens and expenses on a fund or product investing in such assets or impact the ability of such a fund or product to continue to operate, which may materially decrease the value of an investment therein.

- Due to the new and evolving nature of digital currencies and the absence of comprehensive guidance, many significant aspects of the tax treatment of Digital Assets are uncertain. Prospective investors should consult their own tax advisors concerning the tax consequences to them of the purchase, ownership and disposition of Digital Assets, directly or indirectly through a fund or product, under U.S. federal income tax law, as well as the tax law of any relevant state, local or other jurisdiction.
- Over the past several years, certain Digital Asset exchanges have experienced failures or interruptions in service due to fraud, security breaches, operational problems or business failure. Such events in the future could impact any fund's or product's ability to transact in Digital Assets if the fund or product relies on an impacted exchange and may also materially decrease the price of Digital Assets, thereby impacting the value of your investment, regardless of whether the fund or product relies on such an impacted exchange.
- Although any Digital Asset product and its service providers have in place significant safeguards against loss, theft, destruction and inaccessibility, there is nonetheless a risk that some or all of a product's Digital Asset could be permanently lost, stolen, destroyed or inaccessible by virtue of, among other things, the loss or theft of the "private keys" necessary to access a product's Digital Asset.
- Investors in funds or products investing or transacting in Digital Assets may not benefit to the same extent (or at all) from "airdrops" with respect to, or "forks" in, a Digital Asset's blockchain, compared to investors who hold Digital Assets directly instead of through a fund or product. Additionally, a "fork" in the Digital Asset blockchain could materially decrease the price of such Digital Asset.
- Digital Assets are not legal tender, and are not backed by any government, corporation or other identified body, other than with respect to certain digital currencies that certain governments are or may be developing now or in the future. No law requires companies or individuals to accept digital currency as a form of payment (except, potentially, with respect to digital currencies developed by certain governments where such acceptance may be mandated). Instead, other than as described in the preceding sentences, Digital Asset products' use is limited to businesses and individuals that are willing to accept them. If no one were to accept digital currencies, virtual currency products would very likely become worthless.
- Platforms that buy and sell Digital Assets can be hacked, and some have failed. In addition, like the platforms themselves, digital wallets can be hacked, and are subject to theft and fraud. As a result, like other investors have, you can lose some or all of your holdings of Digital Assets.
- Unlike US banks and credit unions that provide certain guarantees of safety to depositors, there are no such safeguards provided to Digital Assets held in digital wallets by their providers or by regulators.
- Due to the anonymity Digital Assets offer, they have known use in illegal activity, including drug dealing, money laundering, human trafficking, sanction evasion and other forms of illegal commerce. Abuses could impact legitimate consumers and speculators; for instance, law enforcement agencies could shut down or restrict the use of platforms and exchanges, limiting or shutting off entirely the ability to use or trade Digital Asset products.
- Digital Assets may not have an established track record of credibility and trust. Further, any performance data relating to Digital Asset products may not be verifiable as pricing models are not uniform.
- Investors should be aware of the potentially increased risks of transacting in Digital Assets relating to the risks and considerations, including fraud, theft, and lack of legitimacy, and other aspects and qualities of Digital Assets, before transacting in such assets.
- The exchange rate of virtual currency products versus the USD historically has been very volatile and the exchange rate could drastically decline. For example, the exchange rate of certain Digital Assets versus the USD has in the past dropped more than 50% in a single day. Other Digital Assets may be affected by such volatility as well.
- Digital Asset exchanges have limited operating and performance histories and are not regulated with the same controls or customer protections available to more traditional exchanges transacting equity, debt, and other assets and securities. There is no assurance that a person/exchange who currently accepts a Digital Asset as payment will continue to do so in the future.

- The regulatory framework of Digital Assets is evolving, and in some cases is uncertain, and Digital Assets themselves may not be governed and protected by applicable securities regulators and securities laws, including, but not limited to, Securities Investor Protection Corporation coverage, or other regulatory regimes.

- Morgan Stanley Smith Barney LLC or its affiliates (collectively, "Morgan Stanley") may currently, or in the future, offer or invest in Digital Asset products, services or platforms. The proprietary interests of Morgan Stanley may conflict with your interests.

- The foregoing list of considerations and risks are not and do not purport to be a complete enumeration or explanation of the risks involved in an investment in any product or fund investing or trading in Digital Assets.

Asset allocation and diversification do not assure a profit or protect against loss in declining financial markets. Past performance is no guarantee of future results. Actual results may vary.

Tax laws are complex and subject to change. Morgan Stanley Smith Barney LLC ("Morgan Stanley"), its affiliates and Morgan Stanley Financial Advisors and Private Wealth Advisors do not provide tax or legal advice and are not "fiduciaries" (under ERISA, the Internal Revenue Code or otherwise) with respect to the services or activities described herein except as otherwise provided in writing by Morgan Stanley and/or as described at www.morganstanley.com/disclosures/dol. Individuals are encouraged to consult their tax and legal advisors (a) before establishing a retirement plan or account, and (b) regarding any potential tax, ERISA and related consequences of any investments made under such plan or account.

Annuities and insurance products are offered in conjunction with Morgan Stanley Smith Barney LLC's licensed insurance agency affiliates.

Indices are unmanaged and investors cannot directly invest in them. They are not subject to expenses or fees and are often comprised of securities and other investment instruments the liquidity of which is not restricted. A particular investment product may consist of securities significantly different than those in any index referred to herein. Composite index results are shown for illustrative purposes only, generally do not represent the performance of a specific investment, may not, for a variety of reasons, be an appropriate comparison or benchmark for a particular investment and may not necessarily reflect the actual investment strategy or objective of a particular investment. Consequently, comparing an investment to a particular index may be of limited use.

This material is not a financial plan and does not create an investment advisory relationship between you and your Morgan Stanley Financial Advisor. We are not your fiduciary either under the Employee Retirement Income Security Act of 1974 (ERISA) or the Internal Revenue Code of 1986, and any information in this report is not intended to form the primary basis for any investment decision by you, or an investment advice or recommendation for either ERISA or Internal Revenue Code purposes. Morgan Stanley Private Wealth Management will only prepare a financial plan at your specific request using Private Wealth Management approved financial planning signature.

We may act in the capacity of a broker or that of an advisor. As your broker, we are not your fiduciary and our interests may not always be identical to yours. Please consult with your Private Wealth Advisor to discuss our obligations to disclose to you any conflicts we may from time to time have and our duty to act in your best interest. We may be paid both by you and by others who compensate us based on what you buy. Our compensation, including that of your Private Wealth Advisor, may vary by product and over time.

Investment and services offered through Morgan Stanley Private Wealth Management, a division of Morgan Stanley Smith Barney LLC, Member SIPC.

For index, indicator and survey definitions referenced in this report please visit the following: <https://www.morganstanley.com/wealth-investmentsolutions/wmir-definitions>

The Morgan Stanley Pathway Funds, Firm Discretionary UMA Model Portfolios, and other asset allocation or any other model portfolios discussed in this material are available only to investors participating in Morgan Stanley Consulting Group advisory programs. For additional information on the Morgan Stanley Consulting Group advisory programs, see the applicable ADV brochure, available at www.morganstanley.com/ADV or from your Morgan Stanley Financial Advisor or Private Wealth Advisor. To learn more about the Morgan Stanley Pathway Funds, visit the Funds' website at <https://www.morganstanley.com/wealth-investmentsolutions/cgcm>. Consulting Group is a business of Morgan Stanley.

Morgan Stanley Pathway Program Asset Allocation Models There are model portfolios corresponding to five risk-tolerance levels available in the Pathway program. Model 1 is the least aggressive portfolio and consists mostly of bonds. As the model numbers increase, the models have higher allocations to equities and become more aggressive. Pathway is a mutual fund asset allocation program. In constructing the Pathway Program Model Portfolios, Morgan Stanley Wealth Management uses, among other things, model asset allocations produced by Morgan Wealth Management's Global Investment Committee (the "GIC"). The Pathway Program Model Portfolios are specific to the Pathway program (based on program features and parameters, and any other requirements of Morgan

Stanley Wealth Management's Consulting Group). The Pathway Program Model Portfolios may therefore differ in some respects from model portfolios available in other Morgan Stanley Wealth Management programs or from asset allocation models published by the Global Investment Committee.

529 Plans - Investors should carefully read the Program Disclosure statement, which contains more information on investment options, risk factors, fees and expenses, and possible tax consequences before purchasing a 529 plan. You can obtain a copy of the Program Disclosure Statement from the 529 plan sponsor or your Financial Advisor. Assets can accumulate and be withdrawn federally tax-free only if they are used to pay for qualified expenses. Earnings on nonqualified distributions will be subject to income tax and a 10% federal income tax penalty. Contribution limits vary by state. Refer to the individual plan for specific contribution guidelines. Before investing, investors should consider whether tax or other benefits are only available for investments in the investor's home state 529 college savings plan. If an account owner or the beneficiary resides in or pays income taxes to a state that offers its own 529 college savings or pre-paid tuition plan (an "In-State Plan"), that state may offer state or local tax benefits. These tax benefits may include deductible contributions, deferral of taxes on earnings and/or tax-free withdrawals. In addition, some states waive or discount fees or offer other benefits for state residents or taxpayers who participate in the In-State Plan. An account owner may be denied any or all state or local tax benefits or expense reductions by investing in another state's plan (an "Out-of-State Plan"). In addition, an account owner's state or locality may seek to recover the value of tax benefits (by assessing income or penalty taxes) should an account owner rollover or transfer assets from an In-State Plan to an Out-of-State Plan. While state and local tax consequences and plan expenses are not the only factors to consider when investing in a 529 Plan, they are important to an account owner's investment return and should be taken into account when selecting a 529 plan.

The Morgan Stanley National Advisory 529 Plan. The North Carolina State Education Assistance Authority (the "Authority") is an instrumentality of the State of North Carolina sponsoring the Morgan Stanley National Advisory 529 Plan, and the 529 Plan is a component of the Parental Savings Trust Fund established by the General Assembly of North Carolina. Neither the Authority, the State of North Carolina nor any other affiliated public entity or any other public entity is guaranteeing the principal or earnings in any account. Contributions or accounts may lose value and nothing stated herein, the 529 Plan Description and Participation Agreement or any other account documentation shall be construed to create any obligation of the Authority, the North Carolina State Treasurer, the State of North Carolina, or any agency or instrumentality of the State of North Carolina to guarantee for the benefit of any parent, other interested party, or designated beneficiary the rate of return or other return for any contribution to the Parental Savings Trust Fund and the 529 Plan.

Eaton Vance and Parametric Portfolio Associates are businesses of Morgan Stanley Investment Management and are affiliated with Morgan Stanley Wealth Management.

Morgan Stanley does not accept appointments nor will it act as a trustee but it will provide access to trust services through an appropriate third-party corporate trustee.

The trust services referenced herein are provided by the third parties listed who are not affiliated with Morgan Stanley. Neither Morgan Stanley nor its affiliates are the provider of such trust services and will not have any input or responsibility concerning a client's eligibility for, or the terms and conditions associated with these trust services. Neither Morgan Stanley nor its affiliates shall be responsible for content of any advice or services provided by the unaffiliated third parties listed herein. Morgan Stanley or its affiliates may participate in transactions on a basis separate from the referral of clients to these third parties and may receive compensation in connection with referrals made to them.

Trusts are not necessarily appropriate for all clients. There are risks and considerations which may outweigh any potential benefits. Establishing a trust will incur fees and expenses which may be substantial. Trusts often incur ongoing administrative fees and expenses such as the services of a corporate trustee or tax professional.

The Portfolio Analysis report ("Report") is generated by Morgan Stanley Smith Barney LLC's ("Morgan Stanley") Portfolio Risk Platform. The assumptions used in the Report incorporate portfolio risk and scenario analysis employed by BlackRock Solutions ("BRS"), a financial technology and risk analytics provider that is independent of Morgan Stanley. BRS' role is limited to providing risk analytics to Morgan Stanley, and BRS is not acting as a broker-dealer or investment adviser nor does it provide investment advice with respect to the Report. Morgan Stanley has validated and adopted the analytical conclusions of these risk models.

Any recommendations regarding external accounts/holdings are asset allocation only and do not include security recommendations. Transitioning from a brokerage to an advisory relationship may not be appropriate for some clients.

IMPORTANT: The projections or other information provided in the Report regarding the likelihood of various investment outcomes (including any assumed rates of return and income) are hypothetical in nature, do not reflect actual investment results, and are not guarantees of future results. Hypothetical investment results have inherent limitations.

- There are frequently large differences between hypothetical and actual results.
- Hypothetical results do not represent actual results and are generally designed with the benefit of hindsight.
- They cannot account for all factors associated with risk, including the impact of financial risk in actual trading or the ability to withstand losses or to adhere to a particular trading strategy in the face of trading losses.
- There are numerous other factors related to the markets in general or to the implementation of any specific strategy that cannot be fully accounted for in the preparation of hypothetical risk results and all of which can adversely affect actual performance.

Morgan Stanley cannot give any assurances that any estimates, assumptions or other aspects of the risk analyses will prove correct. They are subject to actual known and unknown risks, uncertainties and other factors that could cause actual results to differ materially from those shown in a Report. The information is as of the date of the Report or as otherwise noted within the Report. Morgan Stanley expressly disclaims any obligation or undertaking to update or revise any statement or other information contained in a Report to reflect any change in past results, future expectations or circumstances upon which that statement or other information is based.

Lending products and securities based loans are provided by Morgan Stanley Smith Barney LLC, Morgan Stanley Private Bank, National Association or Morgan Stanley Bank, N.A., as applicable.

The lending products described are separate and distinct, and are not connected in any way. The ability to qualify for one product is not connected to an individual's eligibility for another.

Liquidity Access Line ("LAL") is a securities based loan/line of credit product, the lender of which is either Morgan Stanley Private Bank, National Association or Morgan Stanley Bank, N.A., as applicable, each an affiliate of Morgan Stanley Smith Barney LLC. All LAL loans/lines of credit are subject to the underwriting standards and independent approval of Morgan Stanley Private Bank, National Association or Morgan Stanley Bank, N.A., as applicable. LAL loans/lines of credit may not be available in all locations. Rates, terms and conditions are subject to change without notice. To be eligible for an LAL loan/line of credit, a client must have a brokerage account at Morgan Stanley Smith Barney LLC that contains eligible securities, which shall serve as collateral for the LAL. In conjunction with establishing an LAL loan/line of credit, an LAL facilitation account will also be opened in the client's name at Morgan Stanley Smith Barney LLC at no charge. Other restrictions may apply. The information contained herein should not be construed as a commitment to lend. Morgan Stanley Private Bank, National Association and Morgan Stanley Bank, N.A. are Members FDIC that are primarily regulated by the Office of the Comptroller of the Currency. **The proceeds from a non-purpose LAL loan/line of credit (including draws and other advances) may not be used to purchase, trade, or carry margin stock; repay margin debt that was used to purchase, trade, or carry margin stock; and cannot be deposited into a Morgan Stanley Smith Barney LLC or other brokerage account.**

Residential mortgage loans/home equity lines of credit are offered by Morgan Stanley Private Bank, National Association, an affiliate of Morgan Stanley Smith Barney LLC. With the exception of the pledged-asset feature, an investment relationship with Morgan Stanley Smith Barney LLC does not have to be established or maintained to obtain the residential mortgage products offered by Morgan Stanley Private Bank, National Association. All residential mortgage loans/home equity lines of credit are subject to the underwriting standards and independent approval of Morgan Stanley Private Bank, National Association. Rates, terms, and programs are subject to change without notice. Residential mortgage loans/home equity lines of credit may not be available in all states; not available in Guam, Puerto Rico and the U.S. Virgin Islands. Other restrictions may apply. The information contained herein should not be construed as a commitment to lend. Morgan Stanley Private Bank, National Association is an Equal Housing Lender and Member FDIC that is primarily regulated by the Office of the Comptroller of the Currency. Nationwide Mortgage Licensing System Unique Identifier #663185. **The proceeds from a residential mortgage loan (including draws and advances from a home equity line of credit) are not permitted to be used to purchase, trade, or carry eligible margin stock; repay margin debt that was used to purchase, trade, or carry margin stock; or to make payments on any amounts owed under the note, loan agreement, or loan security agreement; and cannot be deposited into a Morgan Stanley Smith Barney LLC or other brokerage account.**

Through the pledged-asset feature offered by Morgan Stanley Private Bank, National Association, the applicant(s) or third party pledgor (collectively "Client") may be able to pledge eligible securities in lieu of a full or partial cash down payment or in connection with a refinance mortgage loan. To be eligible for the pledged-asset feature a Client must have a brokerage account at Morgan Stanley

Smith Barney LLC. If the value of the pledged securities in the account drops below the agreed-upon level stated in the loan documents, a Client may be required to deposit additional securities or other

collateral (such as cash) to stay in compliance with the terms of the mortgage loan. If a Client does not deposit additional securities or other collateral, the Client's pledged securities may be sold to satisfy the Client's obligation, and the Client will not be entitled to choose which assets will be sold. Borrowing against securities may not be appropriate for everyone. In deciding whether the

pledged-asset feature is appropriate, a Client should consider, among other things, the degree to which he or she is comfortable subjecting his or her investment in a home to the fluctuations of the securities market. The pledged-asset feature is not available in all states. Other restrictions may apply.

Interest-only loans enable borrowers to make monthly payments of only the accrued monthly interest on the loan during the introductory interest-only period. Once that period ends, borrowers must make monthly payments of principal and interest for the remaining loan term, and payments will be substantially higher than the interest-only payments. During the interest-only period, the total interest that the borrower will be obligated to pay will vary based on the amount of principal paid down, if any. If a borrower makes just an interest-only payment, and no payment of principal, the total interest payable by the borrower during the interest-only period will be greater than the total interest that a borrower would be obligated to pay on a traditional loan of the same interest rate having principal-and-interest payments. In making comparisons between an interest-only loan and a traditional loan, borrowers should carefully review the terms and conditions of the various loan products available and weigh the relative merits of each type of loan product appropriately. The interest rate and payments on an adjustable rate mortgage ("ARM") loan may increase over the life of a loan as interest is fixed for a specified period and then will adjust periodically thereafter. The annual percentage rate may increase after consummation of the loan.

3/6M, 5/6M, 7/6M, 10/6M adjustable rate mortgage ("ARM") loans are based on the Secured Overnight Financing Rate ("SOFR") 30-Day Average.

Relationship-based pricing offered by Morgan Stanley Private Bank, National Association is based on the value of clients', or their immediate family members' (i.e., grandparents, parents, and children) eligible assets (collectively "Household Assets") held within accounts at Morgan Stanley Smith Barney LLC. To be eligible for relationship-based pricing, Household Assets must be maintained within appropriate eligible accounts prior to the closing date of the residential mortgage loan. Relationship-based pricing is not available on conforming loans.

The Morgan Stanley Debit Card is issued by Morgan Stanley Private Bank, National Association pursuant to a license from Mastercard International Incorporated. Mastercard and Maestro are registered trademarks of Mastercard International Incorporated. The third-party trademarks and service marks contained herein are the property of their respective owners. Investments and services offered through Morgan Stanley Smith Barney LLC, Member SIPC.

Cash management and lending products and services are provided by Morgan Stanley Smith Barney LLC, Morgan Stanley Private Bank, National Association or Morgan Stanley Bank, N.A, as applicable.

Morgan Stanley Private Bank, National Association or Morgan Stanley Bank, N.A, each a national bank, Member FDIC.

The information provided herein is not intended to address any particular matter and may not apply depending on the context, as all clients' circumstances are unique.

Morgan Stanley Smith Barney LLC is a registered Broker/Dealer, Member SIPC, and not a bank. Where appropriate, Morgan Stanley Smith Barney LLC has entered into arrangements with banks and other third parties to assist in offering certain banking related products and services.

Investment, insurance and annuity products offered through Morgan Stanley Smith Barney LLC are: NOT FDIC INSURED | MAY LOSE VALUE | NOT BANK GUARANTEED | NOT A BANK DEPOSIT | NOT INSURED BY ANY FEDERAL GOVERNMENT AGENCY

The Morgan Stanley American Express Card portfolio consists of three cards: The Platinum Card from American Express Exclusively for Morgan Stanley, the Morgan Stanley Blue Cash Preferred American Express Card, and the Morgan Stanley Credit Card.

The Platinum Card from American Express Exclusively for Morgan Stanley and the Morgan Stanley Blue Cash Preferred American Express Card are available for acquisition, and eligible clients are invited to apply. Existing Morgan Stanley Credit Card members may continue to enjoy the benefits of their card, but this product is no longer available for acquisition.

The Platinum Card® from American Express exclusively for Morgan Stanley is only available for clients who have an Eligible Account with Morgan Stanley Smith Barney LLC.

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An “Eligible Account” is a brokerage account (i) held in your name, (ii) held by a trust where you are both the grantor and trustee of such trust, or (iii) held as a beneficial owner of a personal holding company, a non-operating limited liability company, a non-operating limited partnership, or a similar legal entity. Eligibility is subject to change. American Express may cancel your Card Account and participation in this program, if you do not maintain an Eligible Account.

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Association, each a national bank, member FDIC, and an affiliate of Morgan Stanley Smith Barney LLC. Detailed information on federal deposit insurance coverage is available on the FDIC's website (<https://www.fdic.gov/deposit/deposits/>).

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June 7, 2022

Board of Trustees
City of Ormond Beach General, Firefighters', & Police Officers' Pension Plans
22 South Beach Street
Ormond Beach, FL 32174

Dear Trustees,

As discussed at the meeting last month, research indicates adding alternative investments to a portfolio with a long-term time horizon has the potential to increase risk-adjusted returns. Before additional investments can be considered, changes to the governing ordinance will need to be made.

Studies have shown that incorporating appropriate alternatives with traditional investments may potentially improve diversification, dampen volatility, and improve returns over time compared to a traditional-only asset allocation. Alternatives generally have lower correlations to traditional equities and fixed income which may enable them to perform differently in various market environments, resulting in improved diversification. Use of alternatives in combination with traditional investments is common with medium to large-sized institutions. The below table is an exhibit from the 2021 NACUBO-TIAA Study of Endowments which shows allocations to traditional and alternative asset classes for institutional funds of various sizes.

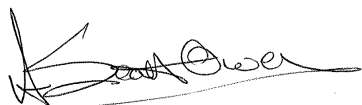
Asset Allocations (dollar-weighted)

	Total Institutions	OVER \$1B	\$501M - \$1B	\$251M - \$500M	\$101M - \$250M	\$51M - \$100M	\$25M - \$50M	UNDER \$25M
Total Institutions	720	136	76	105	181	126	67	29
U.S. Equities	12.78%	9.89%	24.27%	25.19%	30.90%	38.56%	40.87%	38.02%
Non-U.S. Equities	12.16%	11.54%	16.21%	14.47%	15.01%	13.37%	15.64%	15.26%
Global Equities	7.47%	7.28%	7.71%	8.93%	9.67%	7.04%	6.83%	7.98%
Marketable Alternatives	17.02%	18.13%	12.62%	13.53%	8.77%	6.37%	3.90%	2.49%
Private Equity	15.40%	16.56%	13.03%	8.75%	6.79%	3.44%	2.36%	0.17%
Private Venture Capital	11.77%	13.42%	4.52%	3.91%	2.01%	1.28%	0.63%	0.52%
Fixed Income	11.06%	9.99%	14.22%	15.29%	19.09%	23.14%	25.17%	32.04%
Real Assets	9.90%	10.54%	6.80%	7.50%	6.27%	5.01%	4.09%	3.11%
Other	2.45%	2.66%	0.63%	2.42%	1.48%	1.78%	0.52%	0.41%

The information provided in the chart above was obtained in the 2021 NACUBO-TIAA Study of Endowments.

Attached are slides providing education on alternative investments. If you have any questions, please give me a call at 813-227-2027.

Sincerely,



Scott Owens, CFA®, CIMA®
Managing Director – Wealth Management
Institutional Consulting Director, Alternative Investments Director



CITY OF ORMOND BEACH

City Manager • 22 S. Beach Street • Ormond Beach • Florida • 32174 • (386) 676-3200 • Fax (386) 676-3384

CITY MANAGER MEMORANDUM

To: The Honorable Mayor Partington and City Commissioners

Through: Joyce A. Shanahan, City Manager

From: Steven Spraker, Planning Director

Date: September 21, 2022

Subject: 901 Airport Road, Joint Participation Agreement with SJRWMD & Volusia County

Commission Goal: Community Development - Other

Introduction

This is a request to approve a Joint Participation Agreement, including the establishment of a conservation easement, with the St. Johns River Water Management District (SJRWMD) and Volusia County to purchase an 18.60-acre parcel at 901 Airport Road owned by Penland & Pomerence, Inc. The city's portion of the Joint Participation Agreement would be \$154,000 and one-third of the closing costs not to exceed \$7,000. Ormond Beach and Volusia County would jointly (50% each) own the property with SJRWMD maintaining a conservation easement.

Background

At the November 2, 2021, City Commission meeting, city staff presented a discussion item regarding the Volusia Forever Land Acquisition program candidate properties. The city, along with other jurisdictions, had been contacted by the Volusia Forever Land Acquisition program seeking nominations for properties interested in participating in the Volusia Forever program. An extension to the Volusia Forever program was approved by 61.3% of the voters to renew the program for another 20 years during the November 2020 election. The mission of Volusia Forever program is to finance the acquisition and improvement of environmentally sensitive, water resource protection, and outdoor recreation lands, and to manage these lands as conservation stewards in perpetuity.

The goals and values of Volusia Forever are to conserve, maintain and restore the natural environment and provide access for the enjoyment and education of the public; provide resources to ensure that sufficient quantities of water are available to meet current and future needs; meet the need for high-quality resource-based outdoor opportunities, greenways, trails, and open space; preserve the habitat and water recharge; ensure that the natural resource values of such lands are protected, and that the public has the opportunity to enjoy the lands to their fullest potential.

At the November 15, 2021, City Commission meeting, staff requested authorization to contact several property owners with land that may meet the criteria established by the Volusia Forever Land Acquisition program. With the City Commission's consent, staff contacted multiple property owners and assisted those interested in applying for the Volusia Forever program. The property owner at 901 Airport Road submitted a nomination application to the Volusia Forever Land Acquisition program.

On April 5, 2022, the Volusia County Council, after review by the Volusia Forever Advisory Committee on March 10, 2022, separated applications into two Groups: Group "A" and Group "B". The April 4, 2022 agenda item summary states:

"The Group A applications represent those properties deemed by the Committee to have the highest priority for acquisition based on the Site Ranking Criteria and significantly furthering the goals of the Volusia Forever Program. These properties should also be eligible for matching funds from other sources. Group B properties are those properties deemed by the Committee to be important, but not the highest priority based on Site Ranking Criteria or availability of matching funds."

The property at 901 Airport Road was placed into the Group B category. Volusia County staff did contact city staff to determine if matching funds were available for purchase. City staff stated that funding *was not currently* identified in the city budget for matching funds for the purchase of the property at 901 Airport Road.

Discussion

The property at 901 Airport Road is located west of the Railroad tracks, east of the Riverbend nature Park, south of Airport Road and north of the Tomoka River. The property has a land use designation of "Open Space/Conservation" and "Light Industrial/Utilities." The zoning classification is I-1 (Light Industrial). The property had a former site plan approved in 2007 that showed approximately 80,000 square feet of office and industrial uses on the upland portion of the property.

Since the April 5, 2022, Volusia County Council meeting regarding the rankings, SJRWMD has expressed interest in the property at 901 Airport Road for mitigation for a Florida Department of Transportation project. SJRWMD was exploring multiple sites for the required mitigation and the projected purchase cost of the property at 901 Airport Road exceeded the mitigation funds available. Through several meetings of SJRWMD, Volusia County, and Ormond Beach staff, the concept of a joint participation agreement evolved in order to preserve the land and allow passive recreation uses as an extension of Riverbend Nature Park which abuts the property to the west.

A framework of Joint Participation Agreement has been developed with a purchase price of \$770,000 for the property. Staff and the three organizations have developed the following ratio of costs:

Organization	Percentage	Costs
St. Johns River Water Management District	60%	\$462,000
Volusia County (Volusia Forever)	20%	\$154,000
City of Ormond Beach	20%	\$154,000
Totals	100%	\$770,000

The closing costs of the purchase would be divided equally among the three organizations and would not exceed \$7,000 each. As the framework of Joint Participation Agreement developed, city staff had an appraisal conducted. The appraisal provided an opinion of market value of \$800,000. Staff is aware that the property has had private offers of sale at the \$800,000 price.

The proposed Joint Participation Agreement includes:

1. Ormond Beach and Volusia County will jointly own the property;
2. SJRWMD will hold a Conservation Easement over the entire property;
3. The City will assume primary management responsibility for the property in accordance with a mutually agreed upon management plan;
4. A management plan will need to be developed;
5. Resource-based recreational activities will be allowed, provided such use is provided for in the Property's Land Management Plan. Resource-based recreational activities include, but are not limited to, hiking, non-vehicular trails, bicycling, birding, and environmental education.

The recently completed Parks & Recreation Master Plan indicated natural areas, nature trails and blueways are a top priority. The property at 901 Airport Road provides an opportunity to preserve land, the creation of biking and walking trails, and expand the existing Riverbend Nature Park. The Implementation Strategy of the Parks & Recreation Master Plan discussed working with agency partners to reduce the acquisition costs of land.

The Joint Participation Agreement was discussed at the August 16, 2022, City Commission meeting and there was direction (4-1) to proceed with the Joint Participation Agreement. The following items were discussed:

- Concern that there was limited existing industrially zoned land available in the city and this action would remove a parcel that could be developed for an industrial use.
- The Joint Participation Agreement was a good partnership with SJRWMD and Volusia Forever.
- Consistent with the Park and Recreation Master plan and furthers key goals of land preservation and natural trails.

Budget Impact

This project was not specifically included in the budget. Therefore, a budget amendment will be required to appropriate the city's share of the project cost (\$161,000) from General Fund reserves. Volusia County staff has indicated that they would not move

forward with purchase of the property at 901 Airport Road without the city's financial participation. There are sufficient funds in fund balance for the City's share of this proposed project.

Citizen Impact

As stated above, the recently completed Parks & Recreation Master Plan indicated a top priority was natural areas, nature trails and blueways. The Joint Participation Agreement provides a land preservation and recreational opportunity that the city could not fund by itself. It is not anticipated that the partnership to purchase the property would have a negative citizen impact.

Recommendation

It is recommended that the City Commission approve a Joint Participation Agreement, including the establishment of a conservation easement, with the St. Johns River Water Management District and Volusia County to purchase an 18.60-acre parcel at 901 Airport Road owned by Penland & Pomerence, Inc. The city's portion of the Joint Participation Agreement would be \$154,000 and one-third of the closing costs not to exceed \$7,000. Ormond Beach and Volusia County would jointly (50% each) own the property with St. Johns River Water Management District maintaining a conservation easement.

The schedule for the project is shown below:

Date	Action
August 16, 2022	Ormond Beach City Commission discussion item, 4-1 vote to proceed
September 6, 2022	Volusia County Council agenda - approval of the Joint Participation Agreement and acquisition.
September 21, 2022	Ormond Beach agenda - approval of the Joint Participation Agreement and acquisition.
September 22, 2022	SJRWMD - order phase 1 environmental analysis and title commitments
October 11, 2022	SJRWMD Governing Board agenda - approval of the Joint Participation Agreement and acquisition.
Before end of calendar year	Close on the property.

Attachments:

- 22-117 901 Airport Road, JPA (P22-0121G) (PDF)
- Exhibit A to Resolution, JPA VC COB SJRWMD Updated 8.30.22 (PDF)
- Volusia_Forever_candidates_map_series 901 Airport Rd (PDF)
- Appraisal Report-901 Airport Road 5-13-22 (PDF)

- 01.26.2022, Volusia Forever Committee packet information for 901 Airport Road (PDF)
- 04.05.2022, County Council packet information, 901 Airport Road (PDF)

REVIEWED BY:


Kelly McGuire, Finance Director 9/7/2022


Claire Whitley, Assistant City Manager 9/13/2022

APPROVED BY:


Joyce A. Shanahan, City Manager 9/13/2022

RESOLUTION NO. 2022-117

A RESOLUTION FINDING A PUBLIC PURPOSE FOR THE CITY TO PARTICIPATE IN A JOINT PARTICIPATION AGREEMENT BETWEEN ST. JOHNS RIVER WATER MANAGEMENT DISTRICT, VOLUSIA COUNTY, AND THE CITY OF ORMOND BEACH, FOR THE ACQUISITION OF CERTAIN REAL PROPERTY LOCATED AT 901 AIRPORT ROAD IN ORMOND BEACH, FLORIDA, CONSISTING OF APPROXIMATELY 18.6 ACRES; APPROVING AND AUTHORIZING THE EXECUTION OF A JOINT PARTICIPATION AGREEMENT FOR ORMOND BEACH'S PORTION OF THE PURCHASE OF THE PROPERTY; APPROVING AND AUTHORIZING THE EXECUTION OF AN OPTION AGREEMENT FOR SALE AND PURCHASE OF THE PROPERTY; APPROVING AND AUTHORIZING THE EXECUTION OF A PERPETUAL CONSERVATION EASEMENT IN FAVOR OF ST. JOHNS RIVER WATER MANAGEMENT DISTRICT; AUTHORIZING THE EXECUTION OF ALL DOCUMENTS INCIDENTAL THERETO; AND SETTING FORTH AN EFFECTIVE DATE.

WHEREAS, Penland & Pomerence, Inc., a Florida Profit Corporation ("Property Owner") is the fee simple owner of certain real property that is located at 901 Airport Road in Ormond Beach, Volusia County, Florida ("Property"), said property consisting of approximately 18.6 acres and being legally described in the Joint Participation Agreement in Exhibit "A" attached hereto; and

WHEREAS, on November 2, 2021, the City Commission authorized staff to contact potential property owners who may qualify for the Volusia Forever program for land preservation; and

WHEREAS, on November 10, 2021, the Property Owner did apply for the Volusia Forever program to purchase the Property; and

WHEREAS, the Property Owner desires to sell the Property for land conservation and passive park purposes through the Volusia Forever program; and

WHEREAS, the City obtained an appraisal of the Property in accordance with the land acquisition regulations in Division 1, Article IX, Chapter 2 of the *Code of Ordinances*, said appraisal performed by Heffington & Associates, LLC, dated May 12, 2022 (“Heffington & Associates Appraisal”); and St. Johns River Water Management District obtained an appraisal from W.H. Benson & Company, dated March 11, 2022; and

WHEREAS, the Heffington & Associates Appraisal has determined the fair market value of the Property to be \$800,000.00; and

WHEREAS, the Property Owner signed a purchase offer from St. Johns River Water Management District dated July 22, 2022, for the sale of the Property for \$770,000 as well as additional costs for the seller and buyer; and

WHEREAS, when the value of a property to be acquired is over \$250,000.00 and a property owner is willing to accept less than the appraised value of the subject property, only one appraisal is required to be obtained; and

WHEREAS, as part of the Volusia County Volusia Forever program, a Joint Participation Agreement was developed with St. Johns River Water Management District paying 60% of the purchase price (\$462,000) and Volusia County and the City of Ormond Beach each paying 20% of the purchase price (\$154,000). The three organizations will split the closing costs equally at a cost not-to-exceed \$7,000 per organization; and

WHEREAS, the City Commission desires to enter into the Joint Participation Agreement with St. Johns River Water Management District and Volusia County; and

WHEREAS, the Joint Participation Agreement allows Ormond Beach and Volusia County to jointly own the Property with a Conservation Easement granted to St. Johns River Water Management District over the entire property; and

WHEREAS, the City will assume primary management responsibility for the property in accordance with a mutually agreed upon management plan developed by the City; and

WHEREAS, on June 7, 2022, the City Commission approved Resolution 2022-78 that approved of a Parks and Recreation Master Plan which indicated natural areas, nature trails and blueways as a top priority. The property at 901 Airport Road provides an opportunity to preserve land, the creation of biking and walking trails, and expand the existing Riverbend Nature Park; and

WHEREAS, resource-based recreational activities will be allowed on the Property, provided such use is provided for in the Property's Land Management Plan. Resource-based recreational activities include, but are not limited to, hiking, non-vehicular trails, bicycling, birding, and environmental education; and

WHEREAS, the City Commission held a discussion item on August 16, 2022, regarding the framework of the Joint Participation Agreement and has determined that a public purpose exists for the Joint Participation Agreement for the acquisition of the Property, including the expansion of Riverbend Nature Park consistent with the Park and Recreation Master Plan, and

WHEREAS, the City Manager has certified that the funds for acquisition of the Property per the Joint Participation Agreement will be appropriated to the credit of the General Fund (001) through a budget amendment and the funds have not been appropriated for any other purposes; and

WHEREAS, the City Commission has determined that the requirements of the City's land acquisition regulations, Division 1, Article IX, Chapter 2 of the *Code of Ordinances*, have been satisfied; now therefore,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ORMOND BEACH, FLORIDA, THAT:

SECTION ONE. The foregoing recitals are true and correct and are incorporated by reference.

SECTION TWO. The City Commission hereby approves and the Mayor and City Manager are hereby authorized and directed to execute the Joint Participation Agreement between St. Johns River Water Management District, Volusia County, and the City of Ormond Beach, for a cost to the City not-to-exceed \$161,000 (\$154,000 for the purchase of the property and closing costs not-to-exceed \$7,000) together with all papers necessary and incidental hereto, a copy of the same being attached hereto as Exhibit A.

SECTION THREE. The City Commission hereby approves and the Mayor and City Manager are hereby authorized and directed to execute the Option Agreement for Sale and Purchase included as Exhibit A to the Joint Participation Agreement.

SECTION FOUR. The City Commission hereby approves and the Mayor and City Manager are hereby authorized and directed to execute the Perpetual Conservation Easement to St. Johns River Water Management District included as Exhibit B to the Joint Participation Agreement.

SECTION FIVE. The City Manager and City Attorney, and their respective designees, are further authorized and directed to take all reasonable and necessary action to effectuate the purposes expressed in this resolution.

SECTION SIX. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED this 21st day of September, 2022.

BILL PARTINGTON
Mayor

ATTEST:

SUSAN CARROLL DAUDERIS
City Clerk

**JOINT PARTICIPATION AGREEMENT BETWEEN
ST. JOHNS RIVER WATER MANAGEMENT DISTRICT,
VOLUSIA COUNTY, AND THE CITY OF ORMOND BEACH, FLORIDA**

THIS PARTICIPATION AGREEMENT is entered into this _____ day of October, 2022 (Effective Date), by and between the **GOVERNING BOARD OF THE ST. JOHNS RIVER WATER MANAGEMENT DISTRICT**, a public body existing under Chapter 373, Florida Statutes, whose mailing address is 4049 Reid Street, Palatka, Florida 32178-1429 (the District), the **COUNTY OF VOLUSIA, FLORIDA**, a charter county and political subdivision of the State of Florida, whose mailing address is Thomas C. Kelly Administration Center, 123 West Indiana Avenue, DeLand, Florida 32720 (the County), and the **CITY OF ORMOND BEACH, FLORIDA**, a Florida municipal corporate, whose mailing address is 22 S. Beach Street, Ormond Beach, Volusia County, Florida 32174 (the City), collectively referred to herein as the Parties. Wherever used herein the terms District, County, and City includes their legal representatives, assigns, and successors.

RECITALS:

- A. The Parties are authorized to enter into agreements to cooperatively and efficiently use their various powers to provide public services that will advance the health, education, safety, and general welfare of the citizens of the state of Florida, the District, the County, and the City.
- B. The Parties have entered into an Option Agreement for Purchase and Sale with Penland and Pomerence, Inc., a Florida corporation, for acquisition of fee simple interest in 18.6 acres located in Volusia County, Florida, the location of which is generally described as Volusia County Tax Parcel Identification Number: 4238-01-40-0010, attached hereto as Exhibit A, referred to herein as the Property.
- C. The Parties, in recognition of their mutual conservation efforts and responsibilities to the public, desire to enter into this Agreement to facilitate the acquisition and management of the Property.
- D. The Volusia County Council determined the Property is eligible for funding under the County's acquisition program for purchase of environmentally significant lands within Volusia County.
- E. The City of Ormond Beach Commission determined the Property is eligible for funding under the City's acquisition program for purchase of environmentally significant lands within the City.
- F. The Parties have agreed to each pay a proportionate share of the acquisition costs.
- G. The Property is environmentally significant property along the Tomoka River within the District's Riparian Habitat Protection Zone (RHPZ) and immediately adjacent to the City's Riverbend Nature Park and will expand the environmental and resource-based recreation goals of the County's Volusia Forever.

NOW, THEREFORE, for and in consideration of the premises which are made a part of this Agreement, and of the following mutual covenants and conditions hereinafter contained, and for other good and valuable considerations, the receipt of which is hereby acknowledged, the

parties warrant and agree as follows:

1. RECITALS. The foregoing recitals and the exhibits attached hereto are true and correct and are incorporated herein by this reference.

2. The purchase price to be paid pursuant to the Option Agreement is \$770,000, based on an estimated acreage and shall be apportioned as follows:

District	60% up to \$462,000
County	20% up to \$154,000
City	20% up to \$154,000

3. Certain pre-acquisition and acquisition related costs associated with the transactions shall be paid as follows:

District 33 1/3% of the appraisal costs and 33 1/3% of the costs attributable to the Buyer under the Agreements.

County 33 1/3% of the appraisal costs and 33 1/3% of the costs attributable to the Buyer under the Agreements.

City 33 1/3% of the appraisal costs and 33 1/3% of the costs attributable to the Buyer under the Agreements.

4. Interest in the Property, following closing, will be divided as follows:

District	Retain a Conservation Easement attached hereto as Exhibit B .
County	Undivided 50% fee simple interest in the Property.
City	Undivided 50% fee simple interest in the Property.

5. The Parties' obligations to fund their specified percentages of the purchase price and closing costs for the Property are contingent upon the approval of these purchases by the Governing Board of the District, the Volusia County Council, and the City Commission for the City of Ormond Beach, and the approval by the Parties of the following: (1) title insurance to be provided by the District, (2) environmental site assessment, (3) survey, (4) closing documents, and (5) any other matters affecting closing, at the reasonable discretion of the Parties' legal counsel. The Parties' funding obligations are further contingent upon the availability of funding from sources acceptable to the Parties. Payment by each party of its share of funds to the closing agent for closing shall evidence approval of all such matters prior to closing.

6. The City will assume primary management responsibility for the Property in accordance with a mutually agreed upon management plan.

7. The Parties recognize and agree that the Property is among several parcels that may be acquired within the jurisdictional boundaries of the County, and as other parcels become candidates for purchase the parties agree to work together in good faith to amend this Agreement to facilitate the acquisition of those parcels.

8. This Agreement constitutes the entire agreement of the Parties. There are no understandings dealing with the subject matter of this Agreement other than those contained herein. This Agreement may not be modified, changed, or amended, except by a writing signed by the Parties hereto. The District has delegated to its Executive Director or designee the

authority to modify, change or amend this Agreement.

9. Nothing contained in this Agreement or in any instruments executed pursuant to the terms of this Agreement shall be construed or interpreted as a waiver of any right, privilege, or immunity, whether in contract or tort, that the Parties may enjoy under the doctrine of sovereign immunity, or the limitations of liability set forth in Section 768.28, Florida Statutes, and any amendments thereto.

10. This Agreement shall be construed and interpreted according to the laws of the state of Florida.

11. For all purposes of this Agreement, the Effective Date hereof shall mean the date when the last of Parties has executed the same, and that date shall be inserted at the top of the first page hereof.

[SIGNATURES ON FOLLOWING PAGES]

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement to become effective as of the date the last party executes the Agreement, and that date shall be entered above.

**ST. JOHNS RIVER WATER MANAGEMENT
DISTRICT, a public body existing under
Chapter 373, Florida Statutes**

By: _____
Michael A. Register, P.E.
Executive Director

ATTEST:

By: _____
Erin Preston, Esq.
Interim General Counsel

**For use and reliance only by
St. Johns River Water Management District,
Legal Form and Content Approved:**

By: _____
Karen Ferguson, Esq.
Office of General Counsel

**STATE OF FLORIDA
COUNTY OF PUTNAM**

I HEREBY CERTIFY that the foregoing instrument was acknowledged before me **by means of** ☐ **physical presence or** ☐ **online notarization**, this ____ day of October, 2022, by Michael A. Register, P.E., as Executive Director of the St. Johns River Water Management District, on behalf of the District, who is personally known to me, and who did not take an oath.

NOTARY PUBLIC, State of Florida
My Commission Expires: _____
My Commission No.: _____

ATTEST:

COUNTY OF VOLUSIA

George Recktenwald
Volusia County Manager

By_____
Jeff Brower, County Chair

Date:_____

Date:_____

Approved by County Counsel
as to form and legality

By_____

ATTEST:

CITY OF ORMOND BEACH

Joyce Shanahan
City Manager

By_____
Bill Partington, Mayor

Date:_____

Date:_____

Approved by City Counsel
as to form and legality

By_____

EXHIBIT A
to the Joint Participation Agreement

Penland & Pomeranke FDOT Mitigation Tomoka River RHPZ
Penland & Pomeranke, Inc.
Volusia County Parcel Id: 32-14-38-0140-0010
SJRWMD LA# 2022-004-P1

OPTION AGREEMENT FOR SALE AND PURCHASE

THIS OPTION AGREEMENT for Sale and Purchase (hereinafter called Agreement), is made and entered into as of this _____ day of _____, 2022, by and between **PENLAND & POMERENKE, INC.**, a Florida corporation, whose address is 307 Division Avenue, Ormond Beach, Florida 32174, (Seller), and **GOVERNING BOARD OF THE ST. JOHNS RIVER WATER MANAGEMENT DISTRICT**, a public body existing under Chapter 373, Florida Statutes, whose mailing address is 4049 Reid Street, Palatka, Florida 32178-1429 (the District), the **COUNTY OF VOLUSIA, FLORIDA**, a charter county and political subdivision of the State of Florida, whose mailing address is Thomas C. Kelly Administration Center, 123 West Indiana Avenue, DeLand, Florida 32720 (the County), and the **CITY OF ORMOND BEACH, FLORIDA**, a Florida municipal corporate, whose mailing address is 22 S. Beach Street, Ormond Beach, Volusia County, Florida 32174 (the City), (collectively referred to herein as the Buyers).

1. **GRANT OF OPTION.** Seller, and Seller's heirs, personal representatives, successors, and assigns, hereby grant to the Buyers and their successors and assigns the exclusive option (Option) to purchase all of Seller's right, title, and interest in and to the real property in Volusia County, Florida, described in Exhibit A, (Property), together with all improvements, easements, and appurtenances, in accordance with the provisions of this Agreement. This Agreement becomes legally binding upon execution by the parties, but the Buyers' exercise of the Option is effective only if the Buyers give written notice of its exercise of the Option to Seller.
2. **OPTION TERMS.** The consideration for the Option granted by this Agreement is \$100.00 (Option Payment), the receipt and sufficiency of which is hereby acknowledged by Seller. Seller agrees to provide the Buyers with a completed W-9 form, upon the Buyers' request, in order to enable the Buyers to issue any checks provided for hereunder. If the Seller elects to receive the Option Payment, the amount shall be deducted from the purchase price at closing. The Option may be exercised during the period beginning on the Effective Date of this Agreement and ending one year thereafter (Option Expiration Date). The Option Expiration Date may be extended by mutual written agreement of the parties for a period of one year from the original Agreement Effective Date. The Option shall be exercised, if at all, by delivery by the Buyers to Seller of written notice of such exercise prior to the Option Expiration Date. If the Buyers do not deliver the written notice of such exercise to Seller by the Option Expiration Date, the Option shall thereupon terminate and be of no further effect, and the Option Payment shall be retained by Seller. In the event the Buyers deliver the written notice of such exercise to Seller by the Option Expiration Date then, except as otherwise provided herein, Seller shall sell to the Buyers, and the Buyers shall purchase from Seller, the Property on the terms and conditions set forth herein.

3. PURCHASE PRICE. The Purchase Price Per Acre of the Property shall be Forty One Thousand Three Hundred Ninety-Seven and 84/100 Dollars (\$41,397.84) per acre for an estimated 18.6 acres of land for a Purchase Price of **Seven Hundred Seventy Thousand and 00/100 Dollars (\$770,000)**. If the Option is exercised, the Purchase Price shall be paid to Seller at Closing, and other pro-rations and adjustments as set forth herein.

4. (A) SURVEY, TITLE WORK, ENVIRONMENTAL SITE ASSESSMENTS, APPRAISALS, INSPECTIONS AND SCIENTIFIC INVESTIGATIONS. The Buyers' employees, and their contractors and agents are hereby authorized to enter upon the Property, for the above-captioned purposes, with prior notice to Seller. If the Buyers object to any matters including those that may be disclosed in a Survey, environmental site assessment, or title insurance commitment, (Defects), the Buyers shall notify Seller of such Defects, and Seller may, at its sole option, take action to cure such Defects. If Seller refuses or is unable to cure the Defects, the Buyers may accept the Property as it then is; refuse acceptance of the Property and thereafter both the Buyers and Seller shall be relieved of all further obligations under this Agreement, or the Buyers and Seller may renegotiate the Purchase Price and terms. Termination under this paragraph shall not constitute a default under Paragraph 11 herein.

(B) HAZARDOUS MATERIALS. In the event that the environmental site assessment(s) of the Property confirms the presence of Hazardous Materials, the Buyers, at their sole option, may elect to terminate this Agreement and neither party shall have any further obligations under this Agreement. For purposes of this Agreement, Hazardous Materials shall mean any hazardous or toxic substance, material, or waste of any kind or any other substance which is regulated by Environmental Law. Should the Buyers elect not to terminate this Agreement, Seller shall, at its sole cost and expense and prior to closing, promptly commence and diligently pursue any assessment, clean up and monitoring of the Property necessary to bring the Property into full compliance with any and all applicable federal, state or local laws, statutes, ordinances, rules, regulations or other governmental restrictions regulating, relating to, or imposing liability or standards of conduct concerning Hazardous Materials (Environmental Law). However, should the estimated cost to Seller of clean-up of Hazardous Materials exceed twenty thousand dollars (\$20,000.00), Seller may elect to terminate this Agreement unless the Buyers elect to pay the costs of clean up above Seller's \$20,000.00 clean-up cost. In the event of termination of this Agreement pursuant to this paragraph, both Seller and the Buyers shall be relieved of all further obligations under this Agreement. In the event that Hazardous Materials placed on the Property prior to closing are discovered after closing, Seller shall remain obligated hereunder, with such obligation to survive the closing and delivery and recording of the general warranty deed, to diligently pursue and accomplish the clean-up of Hazardous Materials in a manner consistent with all applicable Environmental Laws and at Seller's sole cost and expense.

Further, in the event that neither party elects to terminate this Agreement as provided above, Seller shall indemnify and save harmless and defend the Buyers, their officers, servants, agents and employees from and against any and all claims, suits, actions, damages, liabilities, expenditures or causes of action of whatsoever kind arising from Hazardous Materials placed on the Property prior to closing whether the Hazardous Materials are discovered prior to or after closing. Seller shall defend, at their sole cost and expense, any legal action, claim or proceeding

instituted by any person against the Buyers as a result of any claim, suit, or cause of action for injuries to body, life, limb, or property for which Hazardous Materials placed on the Property prior to closing are alleged to be a contributing legal cause. Seller shall save the Buyers harmless from and against all judgments, orders, decrees, attorney's fees, costs, expenses, and liabilities in and about any such claim, suit, investigation, or defense thereof, which may be entered, incurred, or assessed as a result of the foregoing.

5. CLOSING DOCUMENTS. Upon execution of this Agreement, Seller shall submit to the Buyers a properly completed and executed Beneficial Interest and Disclosure Affidavit as required by Section 286.23, Florida Statutes. Seller will provide the Buyers with the following documents at closing, in a form reasonably acceptable to the Buyers: (a) General Warranty Deed conveying unencumbered fee simple title to the Property; (b) Certification of Non-Foreign Status, for Federal Income Tax purposes; (c) Affidavit confirming the Seller's representations as to mechanic's liens, and parties in possession and other matters required by the title company; (d) Affidavit from Seller confirming that Seller shall not undertake any actions between the Effective Date and the Closing Date which would change or alter marketability of title to the Property; (e) Environmental Affidavit; and (f) other normal and customary closing documents as may be required by the Buyers or the closing agent. All closing documents shall be prepared by the Buyers.

6. THE CLOSING. The closing shall be on or before one (1) year after the Buyers exercise the Option to purchase the Property; provided, however, that if any Defects exists in the title to the Property, or with any other documents required to be provided or completed and executed by Seller, the closing shall occur either on the original closing date or within 30 days after receipt of documentation curing the Defects, whichever is later. The date, time and place of closing shall be set by the Buyers. The following individuals are authorized on behalf of the Buyers to sign amendments to this Agreement to extend the closing date for a period not to exceed 90 days past the original closing date: the District's Executive Director on behalf of the District, the County's Manager on behalf of County, and the City Manager on behalf of the City. Seller hereby authorizes Buyers to issue a check or wire transfer for the Final Purchase Price directly to an escrow agent who is authorized by law to receive such payment, and who is acceptable to the Buyers, and to require the escrow agent to disburse funds to Seller only upon Seller's payment of Seller's expenses of sale and real estate taxes.

7. CLOSING COSTS, PRO-RATIONS AND ADJUSTMENTS. If the Buyers exercise the Option, the Seller shall pay the following items at closing: (a) Pro-rated real property taxes pursuant to Section 196.295, F.S., and if applicable, any taxes owed for prior years, and any liens or assessments, whether recorded or unrecorded; (b) Costs of recording any corrective instruments, if needed; and, (c) the documentary revenue stamp tax associated with the conveyance. The Buyers shall pay all other closing costs.

8. RISK OF LOSS AND CONDITION OF REAL PROPERTY. Seller assumes all risk of loss or damage to the Property prior to the date of closing and warrants that the Property shall be transferred and conveyed to the Buyers in the same or essentially the same condition as of the date of Seller's execution of this Agreement, ordinary wear and tear excepted. If the condition of the Property is altered by an act of God or other natural force beyond the control of Seller,

however, the Buyers may elect, at its sole option, to terminate this Agreement and thereafter both Seller and the Buyers shall be relieved of all further obligations under this Agreement. Seller represents and warrants that there are no parties other than Seller in occupancy or possession of any part of the Property. Seller warrants that there are no facts known to Seller materially affecting the value of the Property that are not readily observable by the Buyers or that have not been disclosed to the Buyers.

Seller agrees to clean up and remove all personal property, refuse, garbage, junk, rubbish, trash, and debris (hereafter, trash, and debris) from the Property to the satisfaction of the Buyers prior to closing. the Buyers will inspect the Property no later than one (1) week prior to the Closing Date to determine if the Property is in satisfactory condition. If the Seller does not remove all trash and debris from the Property to the Buyers' satisfaction prior to closing, the Buyers at its sole option, may elect to: (a) deduct the expense necessary to remove trash and debris from the Seller's proceeds of sale up to but not to exceed ten-thousand dollars (\$10,000.00) and proceed to close, with the Buyers incurring any additional expenses necessary to remove all trash and debris and clean up the Property subsequent to closing, (b) extend the amount of time the Seller has to remove all trash and debris from the Property, (c) terminate this Agreement, and thereafter both Seller and the Buyers shall be relieved of all further obligations under this Agreement.

9. TIME IS OF THE ESSENCE. Time is of the essence with respect to all matters set forth in the Agreement.

10. PARTIES. The rights and obligations created by this Agreement shall be binding upon and inure to the benefit of the parties their respective heirs, personal representatives, successors, and assigns.

11. DEFAULT. If under the provisions hereunder, either party shall be obligated to complete the sale, but fails to do so within the applicable period provided for Closing, each party shall immediately return or deliver to the other party all papers and other documents relating to the Property, including any title commitment, survey, engineering studies and reports, site plans, environmental site assessment(s) and all other information developed or provided by that other party. Further, the defaulting party shall reimburse the non-defaulting party for the costs incurred by the non-defaulting party associated with the survey, title commitment and title insurance, environmental site assessment(s), and such other costs as may have been reasonably incurred by the non-defaulting party in preparation for closing, but excluding attorney's fees, and thereafter both Seller and the Buyers shall be relieved of all further obligations under this Agreement. The remedies described in this paragraph shall be the sole remedies available to the parties in the event of a default.

12. BROKERS. The Seller represents and warrants to the Buyers that it has not engaged the services of a real estate company with respect to the Property. Seller agrees to hold the Buyers harmless from any real estate commission or fees which may be claimed to be due through the Seller or pursuant to the acts of Seller. Seller further covenants and agrees to indemnify the Buyers for damages, court costs and attorneys' fees incurred as a result of any such claim.

13. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement of the parties,

and there are no understandings dealing with the subject matter of this Agreement other than those contained herein. Except as set forth in Paragraph 2 herein, this Agreement may not be modified, changed, or amended, except by a writing signed by the parties hereto.

14. NOTICES. Any notice, demand, consent, or communication that either party is required to give to the other hereunder shall be in writing and either served personally by hand-delivery, overnight mail, next-day courier delivery, or by registered or certified mail, postage prepaid, addressed as follows:

To SELLER: Penland & Pomerence, Inc.
307 Division Avenue
Ormond Beach, Florida 32174
Phone: (386) 405-3727
Email: mpenland@hotactionsportswear.com

To the DISTRICT: St. Johns River Water Management District
Real Estate Services Program
4049 Reid Street
Palatka, Florida 32177
Phone: (386) 312-2342
Email: RealEstateServices@sjrwmd.com

To COUNTY: Land Acquisition Manager
Volusia County Government
Thomas C. Kelly Administration Center
123 W. Indiana Ave. Suite 200
DeLand, FL 32720
Phone: (386) 943-7081 x 13460
Email: ttelfer@volusia.org

To CITY: Planning Director
City of Ormond Beach
22 S. Beach Street
Ormond Beach, Florida 32174
Phone: (386) 676-3341
Email: Steven.Spraker@ormondbeach.org

or to such other address as any of the above parties shall from time to time designate by written notice, delivered pursuant to the terms of this paragraph. All such notices delivered hereunder shall be effective upon delivery.

15. NON-WAIVER OF THE BUYERS'S REGULATORY POWERS. Nothing contained in this Agreement shall be construed as a waiver of or contract with respect to the regulatory and permitting authority of the Buyers as it now or hereafter exists under applicable laws, rules, and regulations.

16. NON-WAIVER OF SOVEREIGN IMMUNITY. Nothing contained in this Agreement or in any instruments executed pursuant to the terms of this Agreement shall be construed as a waiver or attempted waiver by the Buyers of its sovereign immunity under the constitution and laws of the State of Florida.
17. GOVERNING LAW/ATTORNEY'S FEES. This Agreement shall be construed and interpreted according to the laws of the State of Florida. Each party shall be responsible for its own attorney's fees.
18. FURTHER DOCUMENTATION. The parties agree that at any time following a request therefor by the other party, each shall execute and deliver to the other party such further documents and instruments, in form and substance reasonably necessary to confirm and/or effectuate the obligations of either party hereunder and the consummation of the transaction contemplated hereby.
19. CONTINGENCIES. The exercise of this Option is contingent on approval by the Buyers' respective governing bodies of the terms and conditions herein and availability of funding at closing.
20. JURY TRIAL. The parties waive the right to trial by jury of any dispute concerning the interpretation, validity, performance, or breach of this Agreement, including, without limitation, associated damage claims.
21. SUFFICIENCY OF CONSIDERATION. By their signature below, the parties acknowledge the receipt, adequacy, and sufficiency of consideration provided in this Agreement and forever waive the right to object to or otherwise challenge the same.
22. WAIVER. The failure of any party to insist on the performance or compliance with any term or provision of this Agreement on one or more occasions shall not constitute a waiver or relinquishment of the rights and obligations provided in this Agreement and all such terms and provisions shall remain in full force and effect unless specifically waived or relinquished in writing.
23. INTERPRETATION. No term or provision of this Agreement shall be interpreted for or against any party because a party or that party's legal representative drafted the provision.
24. CAPTIONS. Paragraph titles or captions contained in this Agreement are inserted as a matter of convenience and reference and in no manner define, limit, extend, or describe the scope of the Agreement.
25. SEVERANCE. If any section, paragraph, clause, or provision of this Agreement is adjudged by a court, agency, or other authority, of competent jurisdiction, to be invalid, illegal, or otherwise unenforceable, all remaining parts of this Agreement shall remain in full force and effect so long as principal purposes of the Agreement remain enforceable.
26. COUNTERPARTS. This Agreement may be executed in one or more counterparts, but

all such counterparts, when duly executed, shall constitute one and the same Agreement.

27. **EFFECTIVE DATE.** For all purposes of this Agreement, the Effective Date hereof shall mean the date when the last of the Seller or the Buyers have executed the same, and that date shall be inserted at the top of the first page hereof.

IN WITNESS WHEREOF, Seller and the Buyers have caused this Agreement to be executed on the date set forth above.

Signed, Sealed and delivered
in the presence of:

SELLER

Penland & Pomeranke, Inc., a Florida
limited liability company

Witness: _____

Print name: _____

By: _____

Melissa Penland, President

Witness: _____

Print name: _____

STATE OF FLORIDA
COUNTY OF _____

I HEREBY CERTIFY that the foregoing instrument was acknowledged before me by means of
☐ physical presence or ☐ online notarization, this ____ day of _____, 2022, by
Melissa Penland, as President of the Penland & Pomeranke, Inc., a Florida corporation, on behalf
of the company, who is personally known to me, and who did not take an oath.

[Notary Seal]

Notary Public

Print Notary Name

Commission Expiration: _____

Commission Number: _____

Signed, Sealed, and delivered
in the presence of:

BUYERS

**ST. JOHNS RIVER WATER MANAGEMENT
DISTRICT, a public body existing under
Chapter 373, Florida Statutes**

By: _____
Michael A. Register, P.E.
Executive Director

ATTEST:

By: _____
Erin Preston, Esq.
Interim General Counsel

**For use and reliance only by
St. Johns River Water Management District,
Legal Form and Content Approved:**

By: _____
Karen Ferguson, Esq.
Office of General Counsel

STATE OF FLORIDA
COUNTY OF _____

I HEREBY CERTIFY that the foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2022, by Michael A. Register, P.E., as Executive Director of the St. Johns River Water Management District, on behalf of the District, who is personally known to me, and who did not take an oath.

NOTARY PUBLIC, State of Florida
My Commission Expires: _____
My Commission No.: _____

BUYERS

COUNTY OF VOLUSIA

By_____

Jeff Brower, County Chair

Date:_____

ATTEST:

George Recktenwald
Volusia County Manager

Date:_____

Approved by County Counsel
as to form and legality

By_____

CITY OF ORMOND BEACH

By_____

Bill Partington, Mayor

Date:_____

ATTEST:

Joyce Shanahan
City Manager

Date:_____

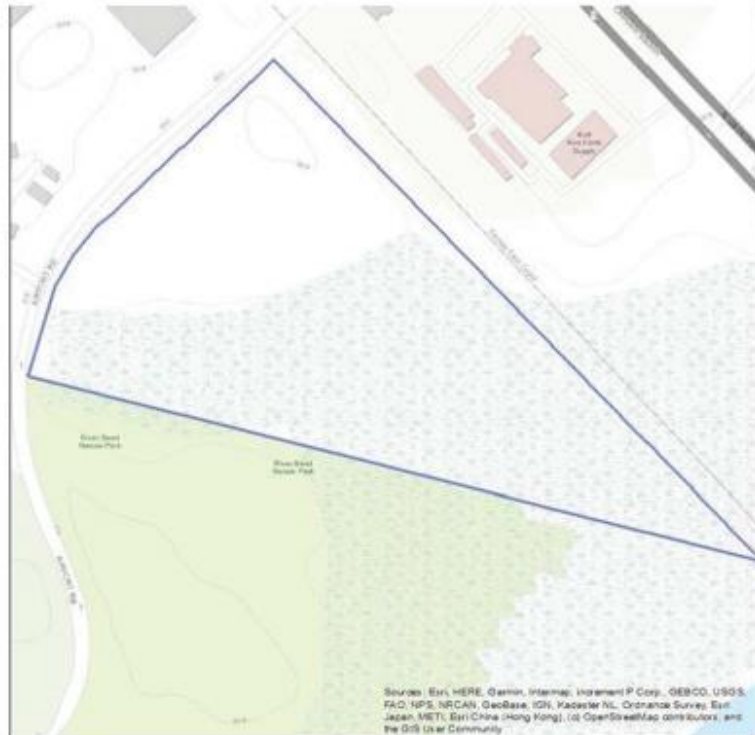
Approved by City Counsel
as to form and legality

By_____

EXHIBIT A
to the Option Agreement For Sale And Purchase
 Description of the Property
 18.6 acres – Volusia County parcel ID: 32-14-38-0140-0010

A portion of The George Anderson Grant, Section 38, Township 14 South, Range 32 East, Volusia County, Florida; being more particularly described as follows:

From the Southwest corner of said Section 38, as a point of reference, run S 75°43'17" E along the Southerly line of said Section 38, a distance of 4449.69 feet to a found iron rod; thence departing said Southerly line N 46°55'33" E a Distance of 930.39 feet, thence continuing N 46°55'33" E, a distance of 565.00' to the Southwesterly right of way of the Florida East Coast Railway, a 120' right of way, thence along said railroad right of way S 43°01'53" E, a distance of 597.75' to the right of way of Airport Road, a 100' right of way as now laid out, thence continue S 43°01'53" E, a distance of 100' across said road right of way to the point of beginning. Thence continue S 43°01'53" E along said railroad right of way a distance of 1633.56' to an intersection with the Southerly line of the said Section 38, thence N 75°43'17" W, a distance of 1754.56' to the apparent East right of way of Airport Road a 100' right of way as now laid out, thence run Easterly along the South right of way of Airport Road to the point of beginning.



APPROVED

Richard Guilfoyle 6-7-2022

EXHIBIT B
to the Joint Participation Agreement

PREPARED BY AND RETURN TO:

Karen Ferguson, Esq.
St. Johns River Water Management District 4049 Reid Street
Palatka, FL 32177

Penland & Pomeranke FDOT Mitigation Tomoka River RHPZ
Penland & Pomeranke, Inc.
Volusia County Parcel Id: 32-14-38-0140-0010
SJRWMD LA# 2022-004-P1

This document constitutes a conveyance from a state agency or instrumentality to an agency of the state and is not subject to documentary stamp tax pursuant to 12B-4.014(10), F.A.C.

PERPETUAL CONSERVATION EASEMENT

THIS INDENTURE, made and entered into this ____ day of _____, 2022, by and between **COUNTY OF VOLUSIA, FLORIDA**, a charter county and political subdivision of the State of Florida, whose mailing address is Thomas C. Kelly Administration Center, 123 West Indiana Avenue, DeLand, Florida 32720 (the County), and the **CITY OF ORMOND BEACH, FLORIDA**, a Florida municipal corporate, whose mailing address is 22 S. Beach Street, Ormond Beach, Volusia County, Florida 32174 (the City), (collectively, hereinafter referred to as the Grantors) and the **ST. JOHNS RIVER WATER MANAGEMENT DISTRICT**, a public body existing under Chapter 373 of the Florida Statutes, whose address is Post Office Box 1429, Palatka, Florida 32178-1429 (hereinafter referred to as the Grantee).

W I T N E S S E T H:

WHEREAS the Grantors are the owners in fee simple of certain real property lying and being situated in Volusia County, Florida, more specifically described in Exhibit A, attached hereto and incorporated herein by reference (hereinafter referred to as the Property); and,

WHEREAS, the County, City and the District entered into a Joint Participation Agreement dated _____, 2022, wherein both the County and the City agreed to grant a Perpetual Conservation Easement in favor of the District; and

WHEREAS, the Grantors and the Grantee mutually recognize the natural, scenic and special character of the Property and have the common purpose of conserving the natural value and character of the Property by conveyance to the Grantee of a Perpetual Conservation Easement (hereinafter referred to as the Easement) on, over and across the Property, which shall conserve the ecological and hydrological integrity of the Property, conserve and protect the animal and plant populations on the Property, and prohibit certain further development activity on the Property.

NOW, THEREFORE, the Grantors, in consideration of TEN AND NO/100 DOLLARS and other good and valuable consideration in hand paid by the Grantee to the Grantors, the receipt and sufficiency of which is hereby acknowledged, hereby voluntarily grants, and conveys to the Grantee and its successors and assigns forever this Easement pursuant to Section 704.06, Florida Statutes, on, over, upon, and across the Property of the nature, character, and extent hereinafter set forth.

I. PURPOSE OF THE EASEMENT.

The purpose of this Easement is to foster, preserve and protect, in perpetuity, the ecological, biological, and hydrological integrity of the Property, including the Property's natural features, water resource benefits, cultural attributes, wildlife and plant life features, and recreational values, and to prevent any development or other use of the Property that interferes with the accomplishment of these purposes. It is also the purpose of this Easement to reserve to the Grantors public recreational uses of the Property similar to those in a Florida State Park that are consistent with the conservation purposes of this Easement and subject to the limitations contained herein.

II. PROHIBITIONS AND RESTRICTIONS ON USE.

Any activity on or use of the Property inconsistent with the purpose of this Easement is prohibited. Without limiting the generality of the foregoing, the following activities and uses are expressly prohibited; provided, however, that uses expressly authorized under Section III or the Management Plan approved by the Grantee (the Management Plan is described in Section VII herein), are not prohibited:

1. Uses. Except as may be expressly allowed in the Management Plan or under Section III herein, no commercial, residential, agricultural, or industrial activity shall be undertaken or allowed on the Property, nor shall any right of passage across or upon the Property be allowed or granted if that right of passage is used in conjunction with said activities.
2. Roads. Except as may be expressly allowed under Section III herein, no additional roads or paving of existing roads is allowed.
3. Waters. No topographical or hydrological modifications or activities detrimental to water quality or quantity shall be allowed, except that Grantors may, subject to applicable permitting requirements, conduct activities as provided for in Section III herein. Commercial water wells, including wells for a public utility, shall not be allowed on the Property.
4. Drainage and Wildlife. There shall be no activities detrimental to drainage, flood control, water conservation, erosion control, soil conservation, or fish and wildlife habitat preservation.
5. Revenues Produced from the Property. Revenues produced from any use of the Property must be dedicated to the program for management of the Property and/or for the construction or maintenance of resource-based recreational activities and amenities on the Property.
6. Construction and Fences. Except as may be expressly allowed under this Easement or the Management Plan, there shall be no construction of, or the placing of, buildings, mobile homes, utilities, infrastructure, roads, or other structures on, under, or above the ground. The construction and maintenance of fences permitted under this Easement shall not substantially impede the movement of wildlife (Wildlife Friendly) onto, upon, or across the Property.
7. Dumping. There shall be no dumping or placing of trash, solid or liquid waste (including sludge material and biowaste), or hazardous materials, wastes or substances, toxic waste or substances, pollutants or contaminants, or unsightly or offensive materials, including but not limited to those as defined by the Federal Solid Waste Disposal Act (SWDA), the Federal

Clean Air Act (CAA), the Federal Clean Water Act (CWA), the Federal Resource Conservation and Recovery Act of 1976 (RCRA), the Federal Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA), the Federal Superfund Amendments and Reauthorization Act of 1986 (SARA), the Federal Emergency Planning and Community Right-To-Know Act (EPCRA), the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA), the Toxic Substances Control Act (TSCA), Chapters 161, 253, 373, 376, and 403, Florida Statutes, and the rules and regulations of the (i) United States Environmental Protection Agency, (ii) the Florida Department of Environmental Protection, and the St. Johns River Water Management District, now or at any time hereafter in effect, or any Florida Statute defining hazardous materials, wastes or substances, toxic wastes or substances, pollutants, or contaminants (hereinafter collectively referred to as Contaminants) on the Property.

8. Animal Feeding Operations. There shall be no animal feeding areas for bovine, swine, poultry, or other animals on the Property.

9. Invasive Exotic Species. Grantors shall not plant, nor take any action to intentionally encourage the spread of, Invasive Exotic Species on the Property, and shall use best efforts to control the spread of any Invasive Exotic Species on the Property. Invasive Exotic Species shall mean those invasive exotic plants described in Category I or Category II of the Florida Exotic Pest Plant Council's (or its successor's) list of Invasive Species, as it is periodically updated.

10. Pesticides, Herbicides and Fertilizer. Pesticides, herbicides, and fertilizer must be applied in accordance with manufacturer's label instructions, and such use shall be included in the Management Plan described in Section VII below. All such applications shall further be subject to any applicable permitting requirements and shall be in accordance with Best Management Practices (BMPs), described in Section V below.

11. Mining, Excavation, Filling and Dredging. Except as otherwise allowed in the Management Plan or under Section III of this Easement, there shall be no mining, drilling, excavation, filling or dredging on the Property. Under no circumstance shall there be any exploration for or extraction of oil or gas (including all petroleum or hydrocarbons), sand, loam, peat, gravel, phosphate, rock, soil, or other surface or subsurface material for commercial purposes.

12. Commercial Signs or Billboards. Except for signs identifying the Property or the allowed activities thereon, including a park entrance sign, or regulatory signs such as "No Hunting" and "No Trespassing", there shall be no commercial signs or billboards, temporary or permanent, constructed, placed, or maintained upon the Property.

13. Historical, Archaeological and Cultural Resources. There shall be no acts or uses of the Property inconsistent with the Management Procedures for Archaeological and Historical Sites and Properties on State-Owned or Controlled Properties", as may be revised from time to time

14. Sale and Subdivision. There shall be no direct or indirect subdivision of the Property. Also, Grantors shall not transfer or convey title to the Property without the prior written consent of Grantee, pursuant to Paragraph III.2 below.

III. RIGHTS RESERVED TO GRANTORS.

Grantors reserves unto their selves, their successors and assigns, all rights accruing from ownership of the Property that are not inconsistent with the purposes of this Easement. Grantors' reserved rights include the right to engage in or permit or invite others to engage in all uses of the Property that: (a) are not expressly prohibited herein; (b) are expressly provided for in the Management Plan, and (c) follow BMPs, as described in Section V.16 herein, and (d) include the following reserved rights:

1. Fee Simple Title. Grantors has, and shall be deemed hereby to have retained, the underlying fee simple title absolute in the Property. Further Grantors retains and reserves all rights of, in, and to the Property not expressly prohibited to Grantors in this Easement or expressly conveyed to Grantee in this Easement.
2. Sale or Lease of Property. Grantors shall have the right to sell or lease the Property provided that prior written consent is received from Grantee, which consent shall not be unreasonably withheld. Grantors shall provide to Grantee within 30 days of any sale or conveyance of any interest in the Property a copy of the fully executed and recorded instrument of conveyance.
3. Resource-Based Recreation. Grantors reserves the right to allow the public to use the Property for resource-based recreational activities, provided such use is provided for in the Property's Land Management Plan. Resource-based recreational activities include, but are not limited to, hiking, non-vehicular trails, bicycling, birding, and environmental education.
4. Structures, Roads, Recreational Trails, Boardwalks, Wells and Surfaces.
 - a. Structures and Facilities. Grantors reserves the right to construct structures and facilities on the Property to carry out the public use purpose in a manner similar to a State Park. To do so, Grantors reserves the right to construct structures and facilities, including ancillary utilities, (Structures) that are compatible with resource-based public recreational uses. The Structures must be located outside the Special Protection Areas (as shown in the Easement Documentation Report) unless approved otherwise by Grantee and included in the Management Plan; however, Grantors may construct one boardwalk for non-- motorized traffic in the location identified in the Easement Documentation Report. The Structures may include boardwalks, support utilities, restrooms, shelters, pavilions, observation towers, one communication tower, and access and parking areas. Grantors may, subject to applicable permitting requirements, install wells for the structures and activities allowed under this Easement.
 - b. Roads, Trails, and Fire Breaks. Grantors may maintain the existing roads on the Property, as identified in the Easement Documentation Report, and may construct new roads to access structures and amenities provided for in the approved Management Plan. Fire breaks may be constructed as necessary to provide protection to visitors, structures, and natural resources. Care will be given to ensure these fire breaks are not utilized as roads for vehicular traffic and that the breaks are not above and beyond the recommendation of the Florida Forest Service or Volusia County Fire Department. Any new roads shall use a practicable direct route that does not otherwise violate the terms of this Easement. Road construction may include ancillary ditches, culverts, stormwater retention and crossings, provided that there is no detrimental alteration of hydrology. All

such construction and maintenance shall be subject to applicable permitting processes, shall be included in the Management Plan, and shall be in accordance with applicable BMP's.

c. Impervious Surfaces. The areas identified in Paragraph 4.a. and 4.b. above are the only areas of impervious surface that may be improved in the future except as otherwise authorized in the Management Plan or specifically approved in writing by the Grantee.

5. Silviculture.

a. Uplands. Grantors shall have the right to conduct silviculture operations and harvest timber on the Property only in the Uplands identified in the Easement Documentation Report, or as otherwise identified through field verification and approved by Grantee, and outside the Special Protection Areas, provided BMPs are followed, plantings are in native or indigenous vegetation appropriate for the habitat, bedding is prohibited, and operations and harvest plans are described in the Management Plan.

b. Wetlands. Wetlands are those areas depicted as Wetlands in the Easement Documentation Report (Wetlands). In emergency situations that pose an imminent threat to the resource and/or public safety, Grantors is authorized to preemptively cut trees and vegetation in the Wetlands, such as in defensive measure for wildfires. Grantors must provide Grantee at least three days advance notice before preemptively cutting trees or vegetation in the Wetlands in defensive measure against infestation or disease. Subject to applicable permitting requirements, Wetland road crossings associated with timber extractions are authorized, provided BMPs are followed.

c. Disaster Harvesting. Salvage harvesting following natural disasters, including but not limited to insect infestations, floods, drought, storms, plant disease, or wildfires, shall be allowed in all areas of the Property in accordance with applicable BMPs. Following such natural disasters, all site preparation and re-establishment activities shall be conducted according to BMPs. However, Grantors is not required to re-establish areas following natural disasters.

6. Non-native or Nuisance Animals. Grantors reserves the right to undertake actions to control nuisance or non-native animals, provided these actions are conducted in compliance with applicable federal, state, and local laws.

7. Access. Grantors retains the right to control and limit all access to the Property subject to the Grantee's right of access as herein granted.

8. Restoration and Enhancement. Grantors shall retain the right to engage in activities on the Property designed to enhance or restore the natural communities on the Property, provided Grantee is notified in writing prior to the commencement of such activities, and provided such activities are properly permitted by the appropriate authority and are described in the Management Plan.

9. Quiet Use and Enjoyment. Grantors retains all rights and use of the Property not otherwise prohibited by the express terms of this Easement, including all rights of possession and of quiet use and enjoyment.

10. Vendor Agreements. Grantors is authorized to engage the services of a third party vendor(s) to perform various activities on behalf of Grantors that are related to the public use of the Property, including but not limited to guided trail rides/hikes and the sale of food or goods.

IV. GRANTEE' S AFFIRMATIVE RIGHTS.

Subject to the rights and interests of Grantors herein reserved, Grantors gives, grants, and conveys the following affirmative rights to Grantee:

1. Grantee shall have visual and physical access to the Property for the purposes of:

- a. inspection, monitoring, and enforcement of the terms and conditions of this Easement, including, but not limited to, the prohibitions and restrictions on use set forth in Section II, *supra.*; and
- b. scientific investigation and to monitor water resources on the Property, including the right to install wells and monitoring equipment.
- c. Grantee shall furnish Grantors with reasonable advance notice of any physical access to or inspection of the Property.
- d. As provided in Section V below, Grantee shall have the right to enforce, by proceedings at law or in equity, compliance with this Easement, including, but not limited to, the right to require restoration by Grantors of the Property to the pre-violation condition.

2. Grantors acknowledges and agrees that all development rights that are now or hereafter allocated to, implied, reserved, or inherent in the Property, except as may be specifically reserved to the Grantors in this Easement, are hereby irrevocably transferred to the Grantee. Neither the Property nor any portion thereof may be included as part of the gross area of other property not subject to this Easement for the purposes of determining density, lot coverage, or open space requirements, under otherwise applicable laws, regulations or ordinances controlling land use and building density. No development rights that have been transferred by this Easement shall be transferred to any other land pursuant to a transferable development rights scheme or cluster development arrangement or otherwise. Nor shall any development rights or density credits be transferred onto the Property from other property .

V. GENERAL PROVISIONS.

1. Grantee's Remedies. In the event that Grantee becomes aware of a violation of the terms of this Easement, Grantee shall give notice to Grantors in accordance with the Notice provisions of this Section (Notice of Violation). Failure by Grantors to initiate curative action within fifteen (15) days of receipt of the Notice of Violation and to discontinue, abate, or cure the violation within thirty (30) days after receipt of the Notice of Violation, or a longer period of time if provided for in the Notice of Violation, shall entitle Grantee to bring an action at law or in equity before a court of competent jurisdiction to: (i) enforce the terms of this Easement; (ii) require the restoration of the Property to the condition that existed prior to such activity; (iii) recover liquidated damages in lieu of restoration of harvested sod or timber in the event Grantors harvests or causes to be harvested sod or timber in violation of this Easement, Grantors stipulates to liquidated damages for such violation in an amount equal to four hundred percent (400%) of the then fair market value of the harvested sod or timber; provided, however, nothing herein shall be construed to alter or waive Grantee's right to seek restoration of any portions of the Property

altered in violation of this Easement; enjoin such noncompliance by a temporary or permanent injunction in a court of competent jurisdiction; (v) seek a mandatory injunction in a court of competent jurisdiction to compel Grantors to take such corrective action as required to remedy the violation; (vi) recover any damages arising from noncompliance with this Easement; and/or (vii) invoke its fee reverter rights, as provided for in the deed of conveyance from Grantee to Grantors, recorded immediately preceding this Easement in the Official Records of Volusia County, Florida, whereby Grantee has the option of requiring Grantors to return to Grantee all right, title and interest in the Property if the terms of the Easement are violated by Grantors. Damages arising from noncompliance with this Easement, when recovered, may be applied by Grantee, in its sole discretion, to corrective action on the Property.

If Grantee, in its sole discretion, determines that circumstances require immediate action to prevent or mitigate significant damage to the conservation values of the Property, Grantee may pursue its remedies under this paragraph without prior notice to Grantors or without waiting for the period for cure to expire; provided, however, that Grantee shall provide notice to Grantors of the violation and Grantee's actions to prevent or mitigate said damage at the earliest feasible time.

Grantee does not waive or forfeit the right to take such action as may be necessary to ensure compliance with this Easement by any prior failure to act and Grantors hereby waives any defense of laches with respect to any delay by Grantee in acting to enforce any restriction or exercise any rights under this Easement.

Nothing herein shall be construed to entitle Grantee to institute any enforcement proceedings against Grantors for any changes to the Property or plant or animal life thereon due to causes beyond Grantors' control, such as, without limitation, changes caused by fire, flood, storm, earthquake, major plant, or animal disease, acts of God, or the unauthorized wrongful acts of third persons. In the event of violations of this Easement caused by wrongful acts of unauthorized persons, if Grantee requests, Grantors agrees to assign such right of action to Grantee, to join in any suit and/or to appoint Grantee as attorney-in-fact of Grantors for the purposes of pursuing an action against such third person.

2. Recordation. Grantee shall record this Easement in the Official Records of Volusia County, Florida, and provide the Grantors with a copy of the Easement with recording information affixed thereto within thirty (30) days of the recording date of the Easement. Grantee may re-record this Easement at any time Grantee may so require to preserve its rights. Grantee shall pay all recording costs necessary to record this Easement in the public records.

3. Taxes and Assessments. Grantors agrees to pay when due any real estate taxes or other assessments levied on the Property. Upon request of Grantee, Grantors shall furnish to Grantee timely proof of such payment. In the event that Grantors fails to pay any tax or assessment on the Property when due, Grantee, subject to the notice and cure provision of this Easement and in Grantee's absolute discretion, may pay such tax or assessment. Notwithstanding the foregoing provisions, Grantors shall have the right to contest in good faith by all appropriate proceedings the amount, applicability, or validity of any such taxes or assessments, and in connection with and during the pendency of such contest, the Grantors may refrain from paying such taxes or assessments.

4. Transfers by Grantors. Grantors agrees that Grantee's written approval is necessary prior to the transfer of any fee simple interest in the Property. Grantors agrees to notify

Grantee of the names and addresses of any party to whom any interest in the Property is to be transferred at least sixty (60) days prior to the date of such transfer, and to incorporate by specific reference to this Easement's Public Records recording information the terms of this Easement in any deed or other legal instrument by which Grantors transfers any interest in the Property, including, without limitation, a leasehold or other possessory interest. The failure of Grantors to perform any act required by this subsection shall not impair the validity of this Easement or limit their enforceability in any way.

5. Modification. The terms and conditions of this Easement may be modified only by mutual agreement, in writing, between the Grantors and the Grantee, or their respective successors or assigns and shall be recorded in the Public Records of Volusia County, Florida.

6. Attorneys' Fees and Costs. In any dispute between Grantors and Grantee arising out of this Easement which results in the filing of a lawsuit, each party in such action shall bear its own attorney fees and costs (including fees and costs of appeal) incurred by such party in regard to this dispute.

7. Successors and Assigns. The terms Grantors and Grantee as used herein shall include, without limitation, the successors and assigns of Grantors and Grantee. The covenants, terms, conditions, and restrictions of this Easement shall be binding upon and inure to the benefit of such Grantor and Grantee and shall continue as a servitude running in perpetuity with the Property.

8. Notices. Any notice, demand, consent, or communication that either party is required to give to the other hereunder shall be in writing and either served personally by hand-delivery, next-day courier delivery, or by registered or certified mail, postage prepaid, addressed as follows:

To County:	Land Acquisition Manager Volusia County Government Thomas C. Kelly Administration Center 123 W. Indiana Ave. Suite 200 DeLand, FL 32720 Phone: (386) 943-7081 x 13460 Email: ttelfer@volusia.org
To City:	Planning Director City of Ormond Beach 22 S. Beach Street Ormond Beach, Florida 32174 Phone: (386) 676-3341 Email: Steven.Spraker@ormondbeach.org
To the District:	St. Johns River Water Management District Real Estate Services Program 4049 Reid Street Palatka, Florida 32177 Phone: (386) 312-2342 Email: RealEstateServices@sjrwmd.com

or to such other address as any of the above parties shall from time to time designate by written notice, delivered pursuant to the terms of this paragraph. All such notices delivered hereunder shall be effective upon delivery or within five (5) days from the date of mailing if sent by registered or certified mail.

9. Good Faith Covenant. Each party hereto agrees that it shall act in good faith and deal fairly with the other party in performing its obligations and enforcing its rights as set forth in this Easement. Each party affirmatively commits to fulfill its obligations under this Easement honestly and with diligence and integrity. Each party further agrees to avoid impairing the other's performance, and each shall cooperate with the other party to fulfill its obligations timely and efficiently.

10. Mediation. From time to time, the terms and conditions of this Easement will require Grantor and Grantee to reach agreement on certain plans and courses of action described and contemplated herein. Grantors and Grantee agree to attempt to reach agreement on such plans and courses of action in good faith. In the event that, after a reasonable effort, Grantor and Grantee fail to reach agreement on a plan or course of action required to be undertaken pursuant to this Easement, then in that event, Grantors and Grantee may submit such issue to mediation. Mediation shall be held at a time and place mutually agreeable to Grantors and Grantee provided, however, in no event shall the mediation be scheduled later than ninety (90) days after notice provided by one party to the other requesting mediation on the issue in dispute. The mediation shall be held before a mediator who is mutually acceptable to both Grantors and Grantee and having expertise in the subject matter in dispute. This mediation provision is intended to apply to good faith disputes regarding mutual decisions to be reached by Grantors and Grantee under the terms and conditions of this Easement. In no event shall this mediation provision supplant or impede election of the remedies set forth in Paragraph V.1. herein.

11. Construction of Document. As used herein shall is always mandatory. This Easement was jointly prepared by the parties upon the review and advice of their respective legal counsel. It is the intent of the parties that, in construing the intent of the parties hereto, there shall be no presumption in favor of either party by virtue of which party is primarily responsible for drafting this Easement.

12. Sovereign Immunity and Regulatory Authority. Nothing in this Easement shall be construed to constitute a waiver of the Grantors or Grantee's sovereign immunity over and above the waiver of sovereign immunity set forth in section 768.28, Florida Statutes, or waiver of any other statutory or common law immunity, including the recreational use immunity of the Grantee set forth in section 373.1395, Florida Statutes. Nothing herein shall be construed to restrict or abrogate the lawful regulatory jurisdiction or authority of Grantor or Grantee or relieve Grantors from the responsibility of obtaining all necessary permits or other regulatory authorizations from Grantee or other governmental agencies asserting jurisdiction over Grantors' activities.

13. Condemnation. If the Property, or any portion thereof, is condemned under the power of eminent domain, or determined necessary for public utility purposes, Grantee and Grantor shall be entitled to compensation in accordance with applicable law to the extent and in the proportion that the rights of each party are affected by any such act of condemnation.

14. Environmental Warranty and Indemnification. Grantors shall not take any action

to cause the Property to fail to be in compliance with applicable Environmental Laws. Moreover, subject to the limits of liability provided by Section 768.28, Florida Statutes, Grantors hereby indemnifies and agrees to save, defend and hold harmless, to the extent allowed by law, Grantee from and against any and all liabilities, claims, demands, losses, expenses, damages, fines, fees, penalties, suits, proceedings, actions, costs and other liabilities (whether legal or equitable in nature including, without limitations, attorney's fees and costs) claimed or asserted by or on behalf of any person or governmental authority arising from or connected with the release or threatened release by Grantors of any Hazardous Materials on, at, beneath, or from the Property, or arising from or connected with a violation by Grantors (or Grantors' agents, employees, invitees or guests) of Environmental Laws. Provided, however, in the event that Grantee is named or joined as a party in a suit or proceeding alleging a violation of Environmental Laws (or a violation by Grantors' agents, employees, invitees or guests), Grantee shall give Grantors timely notice of such suit or proceeding. Upon receipt of such notice, Grantors shall tender a defense of Grantee in such action or proceeding. Grantee shall have the right to reasonably approve Grantors' selection of counsel for such defense. So long as Grantors tenders and maintains such defense on behalf of Grantee, the indemnity provisions of this Paragraph shall not extend to attorney's fees and costs incurred or paid by Grantee in defense of such suit or proceeding if such fees and costs are independent of the defense tendered by Grantors.

The term Environmental Law shall mean all federal, state and local laws including statutes, regulations, ordinances, codes, rules and other governmental restrictions and requirements regulating or imposing standards of conduct (including common law) concerning air, water, solid waste, hazardous materials, worker and community right to know, hazard communication, noise, radioactive materials, resource protection, subdivision, inland wetlands and water courses, health protection and similar environmental health, safety, building and land use as may now or at any time hereafter be in effect, including, but not limited to, as amended, the Federal Solid Waste Disposal Act (SWDA"), the Federal Clean Air Act (CAA), the Federal Clean Water Act (CWA), the Federal Resource Conservation and Recovery Act of 1976 (RCRA"), the Federal Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA), the Federal Superfund Amendments and Reauthorization Act of 1986 (SARA), the Federal Emergency Planning and Community Right-To-Know Act (EPCRA), the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA), the Toxic Substances Control Act (TSCA"), Chapters 161, 253, 373, 376, and 403, Florida Statutes, and the rules and regulations of the (i) United States Environmental Protection Agency, (ii) the Florida Department of Environmental Protection, and (iii) the St. Johns River Water Management District, now or at any time hereafter in effect.

The term Hazardous Materials shall mean any petroleum, petroleum products, fuel oil, waste oils, explosives, reactive materials, ignitable materials, corrosive materials, hazardous wastes, hazardous substances, extremely hazardous substances, toxic substances, toxic chemicals, radioactive materials, infectious materials, and any other element, compound, mixture, solution, or substance which may pose a present or potential hazard to human health or the environment. The term Hazardous Materials shall not include pesticides, herbicides, and fertilizer applied in accordance with (i) label instructions, (ii) any applicable permitting process, and (iii) any applicable BMPs.

15. General Indemnification. To the extent allowed by law, Grantors shall indemnify and hold harmless the Grantee, their employees, agents and assigns for any and all liabilities,

claims, demands, losses, damages, fines, fees, penalties, suits, proceedings, actions and costs of actions, sanctions asserted by or on behalf of any person or governmental authority, and other liabilities (whether legal or equitable in nature and including, without limitation, court costs and reasonable attorney's fees and attorney's fees on appeal) to which Grantee may be subject or incur relating to the Property, which may arise from Grantors' or their agent's contractor's, or invitee's negligent acts or omissions or Grantors' breach of any representation, warranty, covenant, or agreements contained in this Easement, or violations by Grantors or their agents, contractors, or invitees of any federal, state or local laws, including all Environmental Laws, all subject to the limits of liability provided by Florida Statute 768.28.

16. Best Management Practices. As used in this Easement, the term Best Management Practices shall be deemed to be those BMPs that are or may be established for permissible uses of the Property by the Florida Department of Agriculture and Consumer Services (DACS), University of Florida Institute of Food and Agricultural Sciences (IFAS), Natural

17. Resources Conservation Service (NRCS), the local soil and water conservation district, or in the absence of the foregoing, those BMPs then utilized as the prevailing practices for such use.

VI. EASEMENT DOCUMENTATION REPORT.

Grantors and Grantee acknowledge and agree that an Easement Documentation Report (the Report) of the Property was prepared prior to closing and attached hereto as Exhibit B. Grantors and Grantee acknowledge and agree that the Report is based upon the best available data, but the limits depicted have not been fully verified. In the event a controversy arises with respect to the nature and extent of the physical, ecological, or biological condition of the Property, the parties may utilize the Report and any other relevant documents, surveys, photographs, field inspections, or other information to assist in the resolution of the controversy. The Report shall serve, however, as the principal base line for the biological, ecological, and physical condition of the Property on the date of this Easement.

VII. MANAGEMENT PLAN AND ANNUAL REPORT.

Grantor shall manage the Property in accordance with the Management Plan until such time as the Management Plan is revised by Grantors. The Management Plan, and any revision thereto, shall describe Grantors' uses, operations and improvements upon the Property as reserved or allowed to Grantors by this Easement. The Management Plan shall set forth Grantors' plans for the Property's development in a manner similar to a State Park; silvicultural operations; public recreation (including appropriate limitation on the number of persons and vehicles utilizing the Property); use of pesticides, herbicides, and fertilizers; wildlife management; construction, including, but not limited to, structures, roads, and trails; restoration plans; and other land use activities upon the Property. The Management Plan shall specify that these activities are to be conducted upon the Property in accordance with the applicable BMPs and this Easement.

The Management Plan shall be subject to revision by amendment submitted by Grantor to Grantee pursuant to Paragraph V.8. herein. Proposed amendments shall be submitted for Grantee's review and approval no more frequently than semi-annually, but no less frequently than every ten (10) years. Grantee shall have up to sixty (60) days to review the Management Plan amendment and submit comments to Grantors or approve the amended Plan. If Grantee

does not respond to Grantors within sixty days, the amendment shall be deemed to have been approved by Grantee. The Management Plan and each amendment shall be consistent with the purposes and provisions of this Easement.

Each year, on or before the anniversary date of the date of recording of this Easement, or such other date that is mutually agreed upon in writing by Grantors and Grantee, Grantors shall prepare and furnish to Grantee an annual report that includes: (i) a statement documenting Grantors' compliance with the Management Plan and the Easement for the preceding year; (ii) Grantors' activities upon and use of the Property during the preceding year; and (iii) Grantors' proposed activities upon and use of the Property during the current/upcoming year.

VIII. DUTY OF CARE.

Grantors and Grantee recognize and acknowledge the natural, scenic, aesthetic, ecological and hydrological character of the Property and have the common purpose and intent of the conservation and preservation of the Property in perpetuity. Accordingly, Grantors hereby acknowledge a continuing duty of care to Grantee imposed by this Easement upon Grantors to carry out the intent and purpose of this Easement with regard to Grantors' ownership and occupancy of the Property.

[SIGNATURES ON FOLLOWING PAGES]

IN WITNESS WHEREOF, the parties hereto have duly executed this Easement, to become effective as of the day and year first above written.

GRANTORS

ATTEST:

COUNTY OF VOLUSIA

George Recktenwald
Volusia County Manager

By_____
Jeff Brower, County Chair

Date:_____

Date:_____

Approved by County Counsel
as to form and legality

By_____

ATTEST:

CITY OF ORMOND BEACH

Joyce Shanahan
City Manager

By_____
Bill Partington, Mayor

Date:_____

Date:_____

Approved by City Counsel
as to form and legality

By_____

GRANTEE

**ST. JOHNS RIVER WATER MANAGEMENT
DISTRICT, a public body existing under
Chapter 373, Florida Statutes**

By: _____
Michael A. Register, P.E.
Executive Director

ATTEST:

By: _____
Erin Preston, Esq.
Interim General Counsel

**For use and reliance only by
St. Johns River Water Management District,
Legal Form and Content Approved:**

By: _____
Karen Ferguson, Esq.
Office of General Counsel

**STATE OF FLORIDA
COUNTY OF PUTNAM**

I HEREBY CERTIFY that the foregoing instrument was acknowledged before me **by means of** ☐ **physical presence** or ☐ **online notarization**, this ____ day of _____, 2022, by Michael A. Register, P.E., as Executive Director of the St. Johns River Water Management District, on behalf of the District, who is personally known to me, and who did not take an oath.

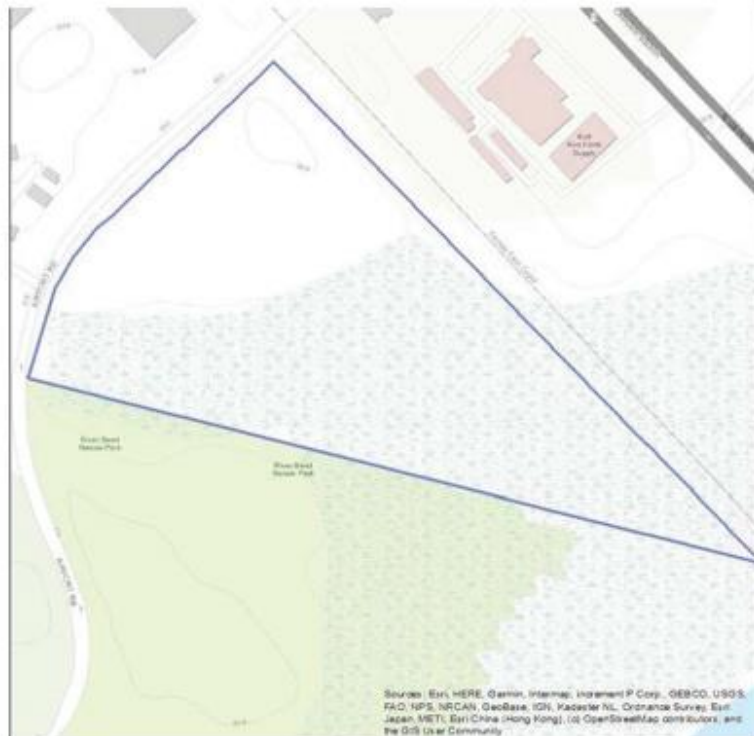
NOTARY PUBLIC, State of Florida
My Commission Expires:_____
My Commission No.:_____

EXHIBIT A
to the Conservation Easement
 Description of the Property

18.6 acres – Volusia County parcel ID: 32-14-38-0140-0010

A portion of The George Anderson Grant, Section 38, Township 14 South, Range 32 East, Volusia County, Florida; being more particularly described as follows:

From the Southwest corner of said Section 38, as a point of reference, run S 75°43'17" E along the Southerly line of said Section 38, a distance of 4449.69 feet to a found iron rod; thence departing said Southerly line N 46°55'33" E a Distance of 930.39 feet, thence continuing N 46°55'33" E, a distance of 565.00' to the Southwesterly right of way of the Florida East Coast Railway, a 120' right of way, thence along said railroad right of way S 43°01'53" E, a distance of 597.75' to the right of way of Airport Road, a 100' right of way as now laid out, thence continue S 43°01'53" E, a distance of 100' across said road right of way to the point of beginning. Thence continue S 43°01'53" E along said railroad right of way a distance of 1633.56' to an intersection with the Southerly line of the said Section 38, thence N 75°43'17" W, a distance of 1754.56' to the apparent East right of way of Airport Road a 100' right of way as now laid out, thence run Easterly along the South right of way of Airport Road to the point of beginning.



APPROVED

Richard Guilfoyle 6-7-2022

EXHIBIT B
to the Conservation Easement
Environment Documentation Report

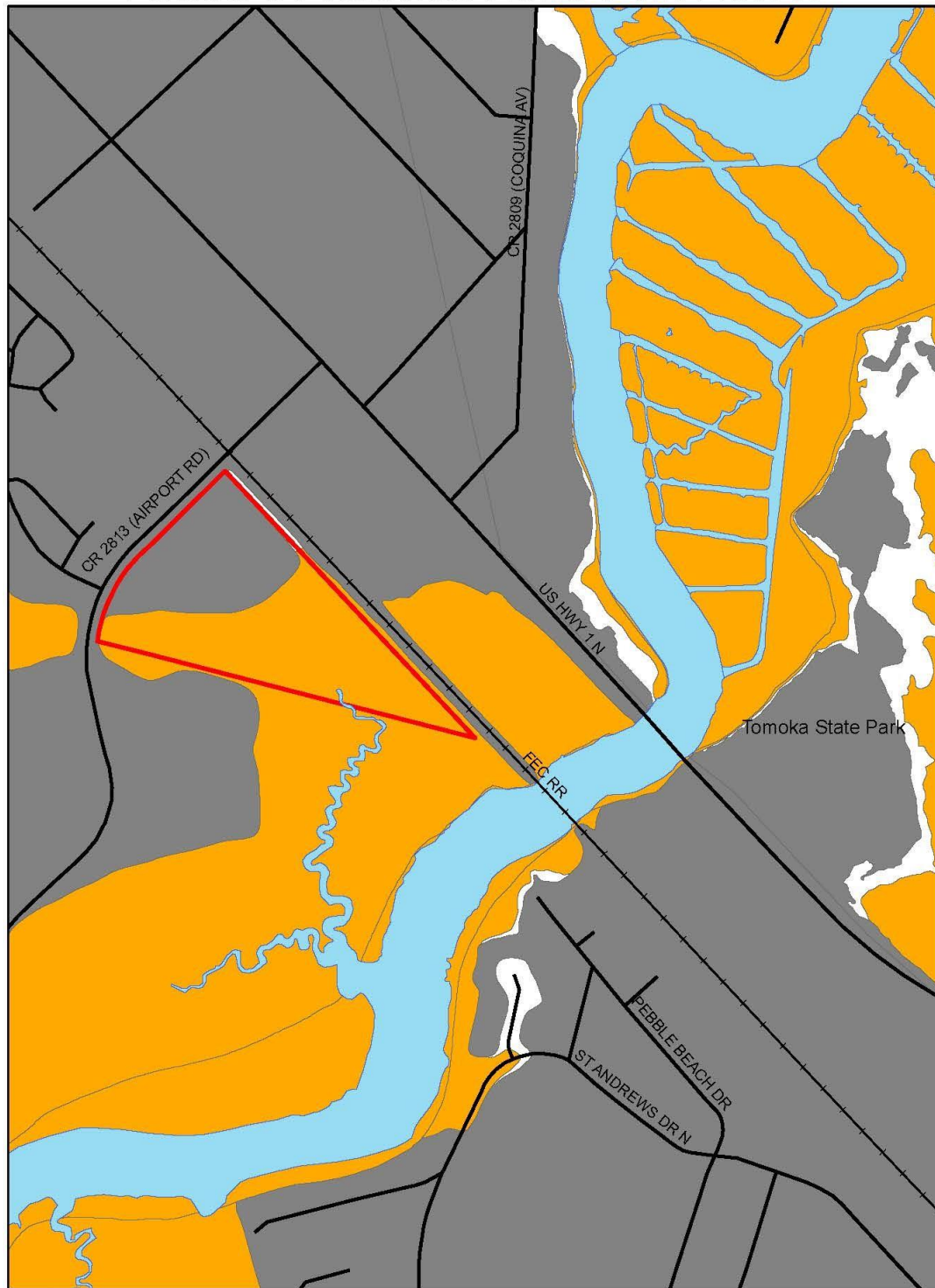
Existing Conservation Lands

Penland & Pomerence-Parcel 423801400010



Hydrology & Sea Level Rise

Penland & Pomerence-Parcel 423801400010



VF Applicant Property

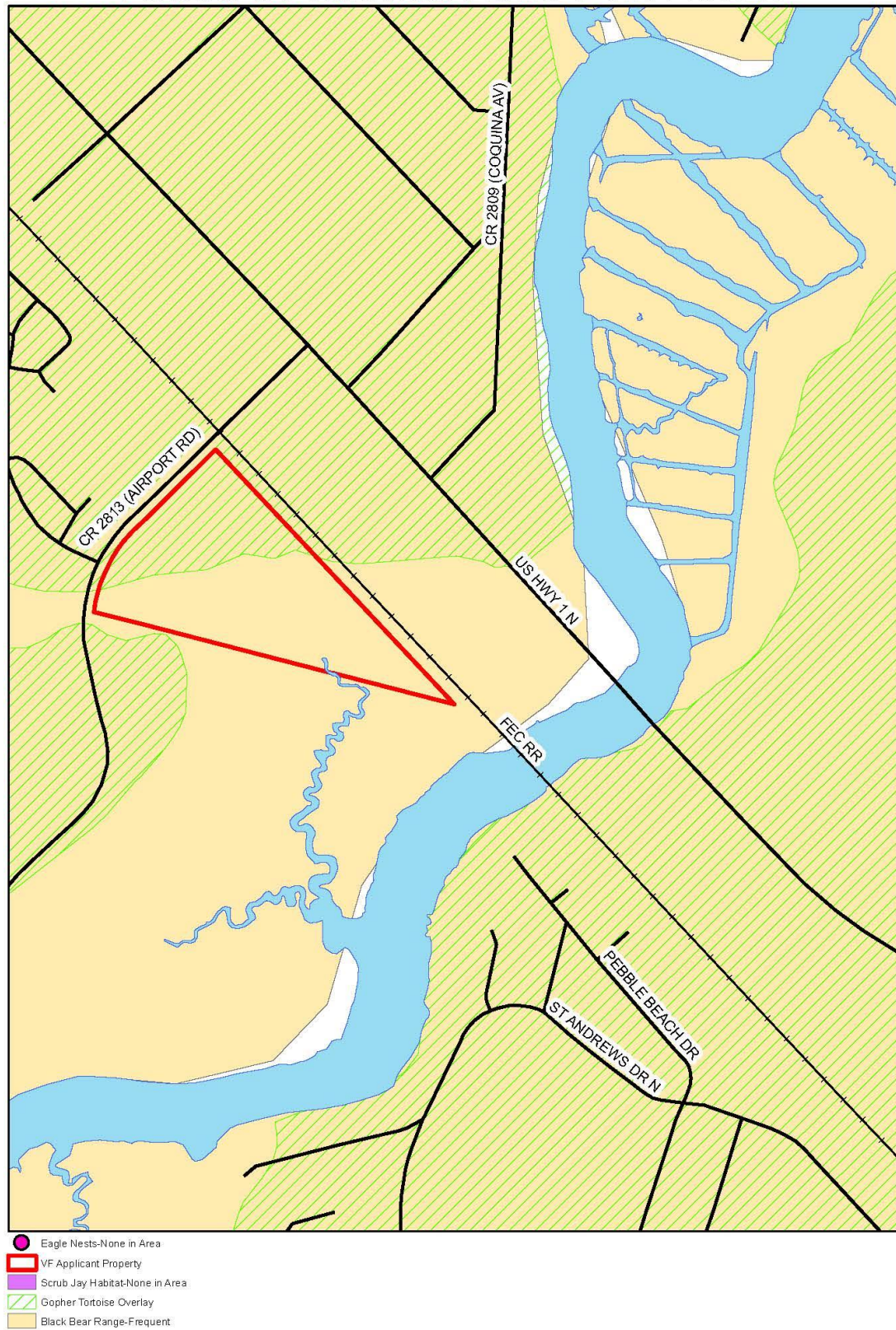
FEMA Flood Insurance Rate Map

Special Flood Hazard Areas Inundated by the 100-Year Flood and Sea Level Rise

Area Outside 100-Year Floodplain

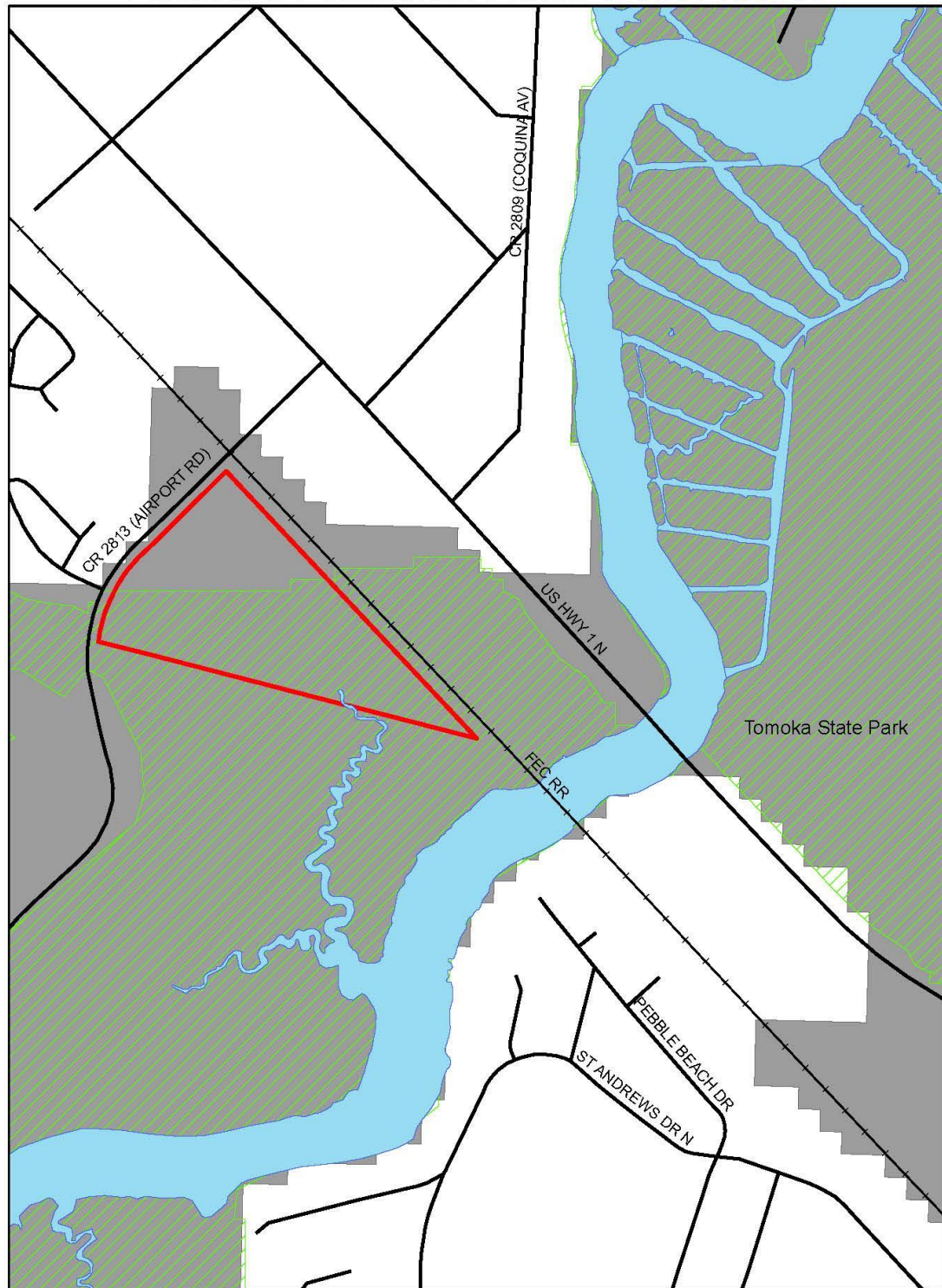
Protected Species

Penland & Pomeranke-Parcel 423801400010

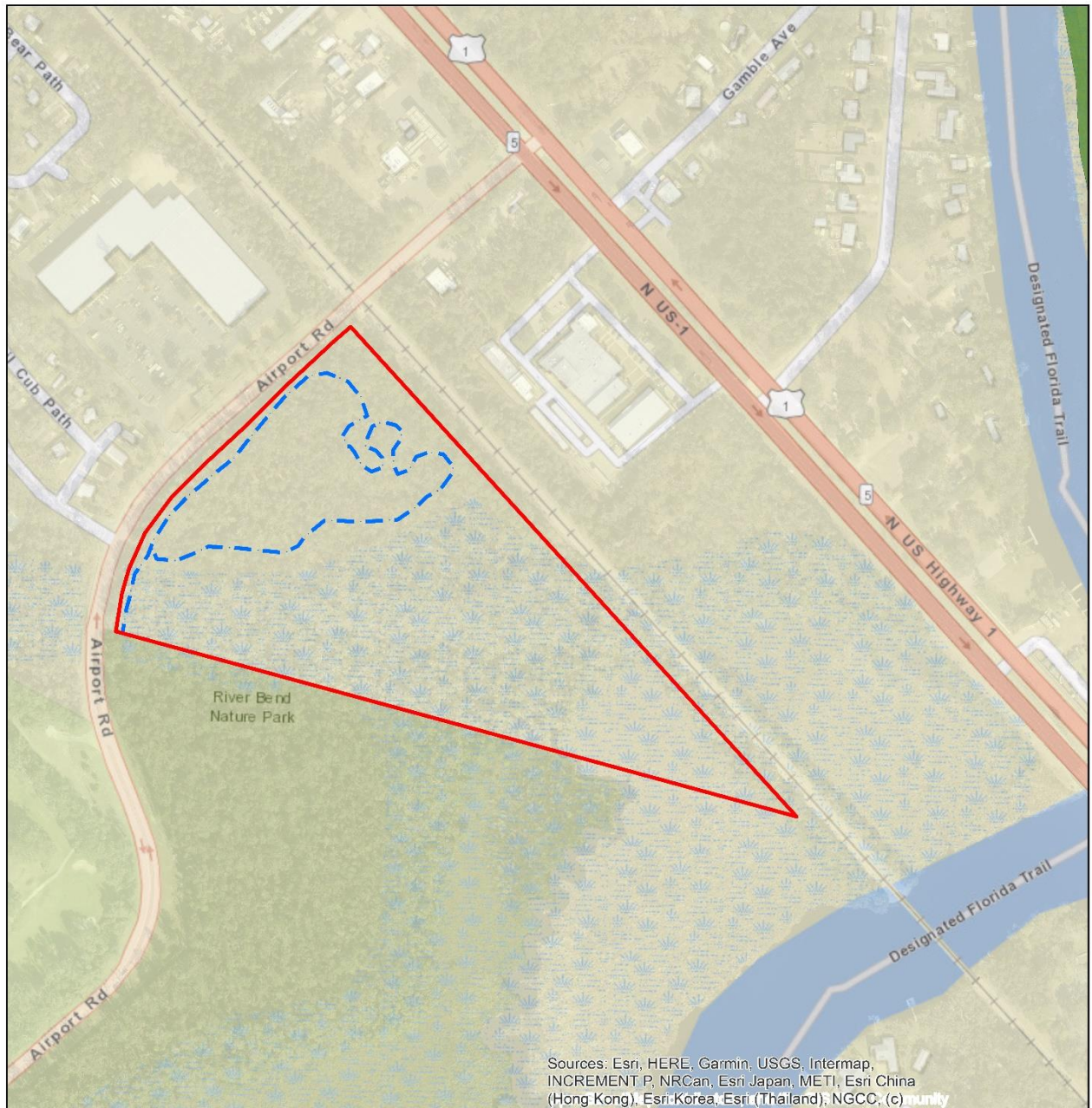


Ecological Greenways/ECO

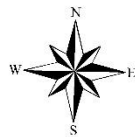
Penland & Pomeranke-Parcel 423801400010



- VF Applicant Property
- Environmental Core Overlay
- Ecological Greenways Network-Priority 5



**Existing & Proposed Trails
Penland & Pomeroy
Volusia County, Florida**



0.035 0 0.035 Miles

1 = 4112

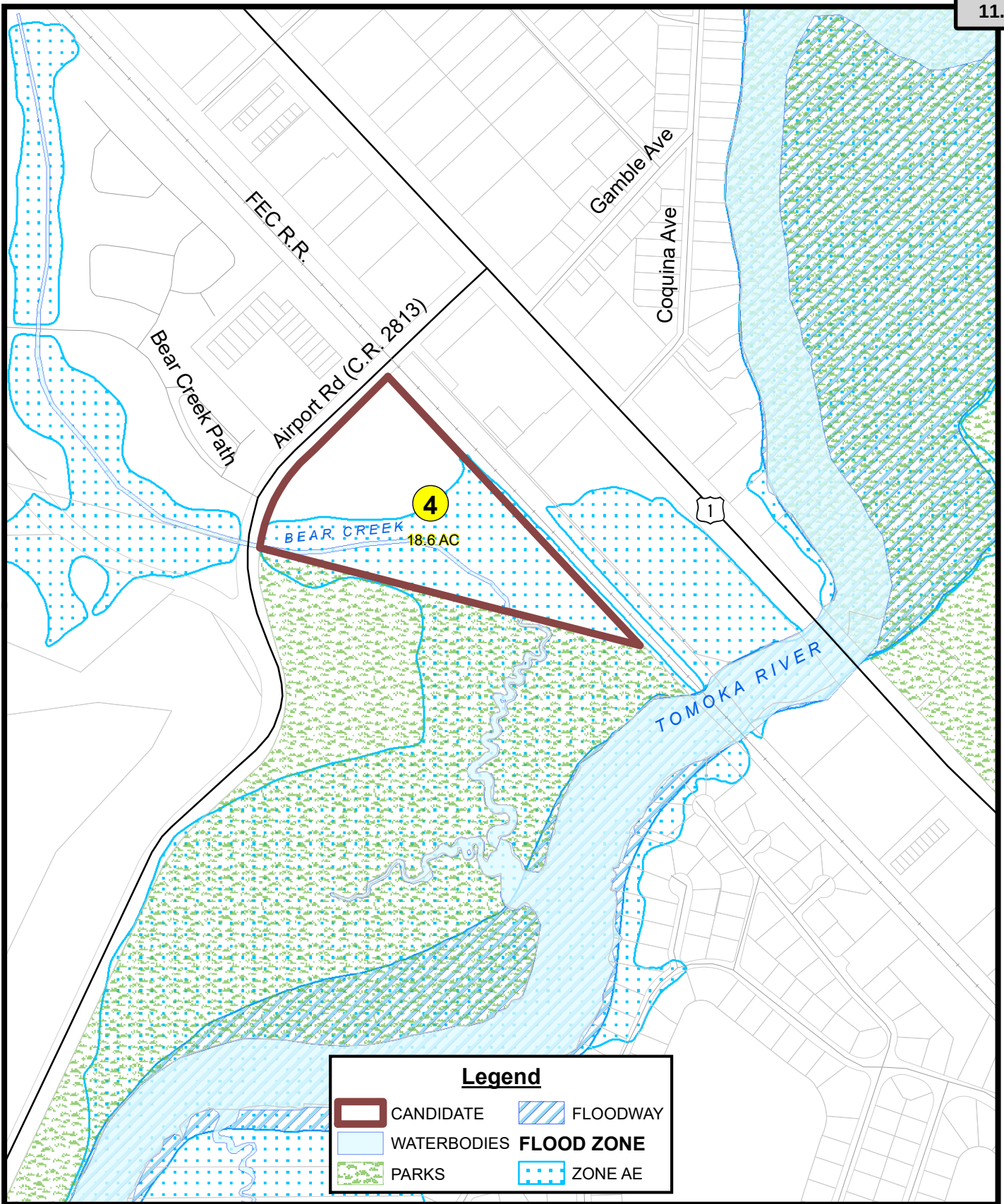
Legend

Subject Property

Multi-use trail

The St. Johns River Water Management District prepares and uses this information for its own purposes and this information may not be suitable for other purposes. This information is provided as is. Further documentation of this data can be obtained by contacting: St. Johns River Water Management District, Geographic Information Systems, Program Management, P.O. Box 1429, 4049 Reid Street Palatka, Florida 32178-1429 Tel: (386) 329-4500.

Author: Source: U:\Real Estate Services\Staff Files\Sheila Theus\maps\2021_2022 For Consideration Map.mxd, Time: 6/17/2022 10:10:14 AM

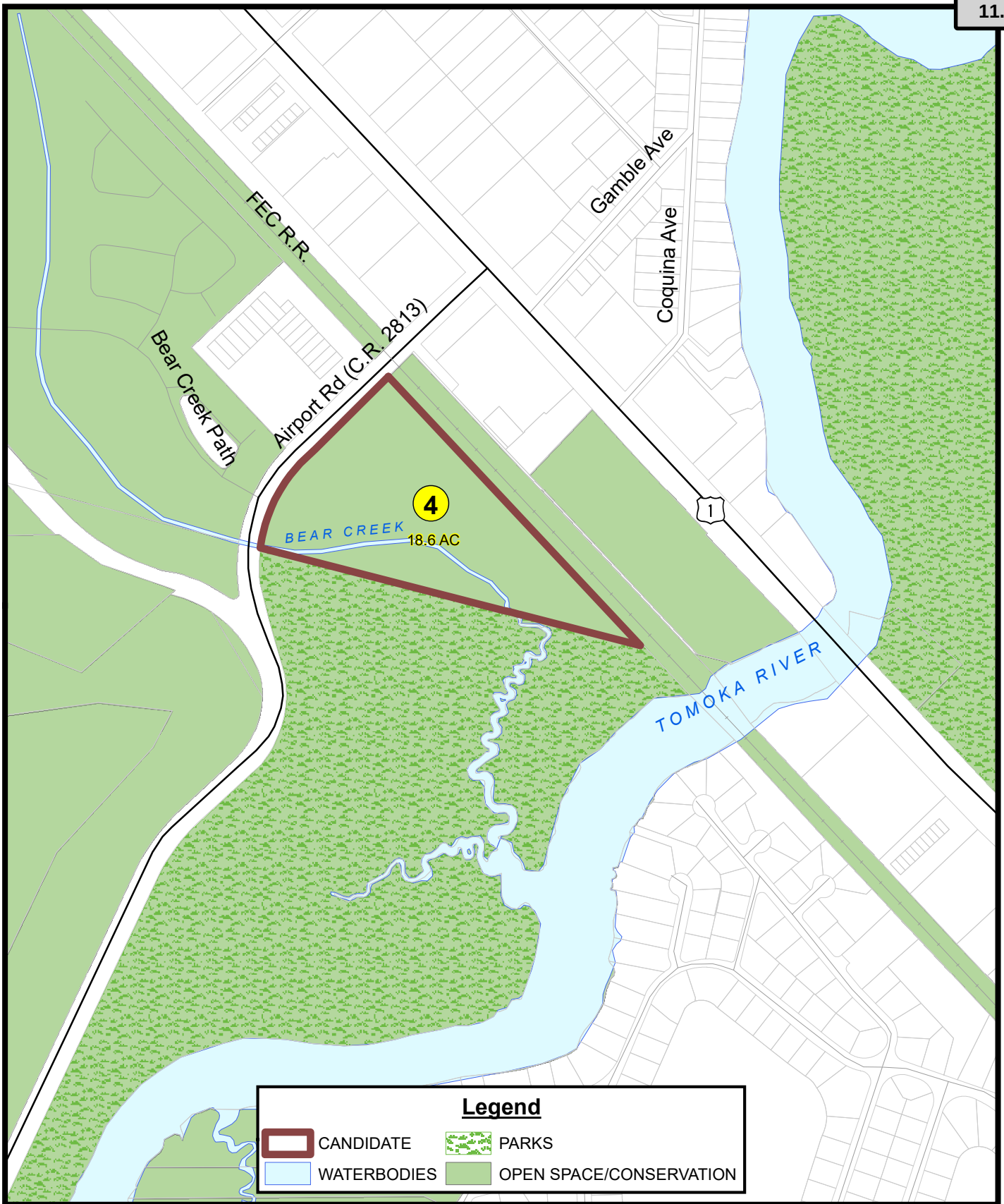


Volusia Forever Environmental Land Candidates - Map 2 Flood Zones & Floodways

Prepared By: The City of Ormond Beach
G.I.S. Department - November 4, 2021



1 inch = 600 feet

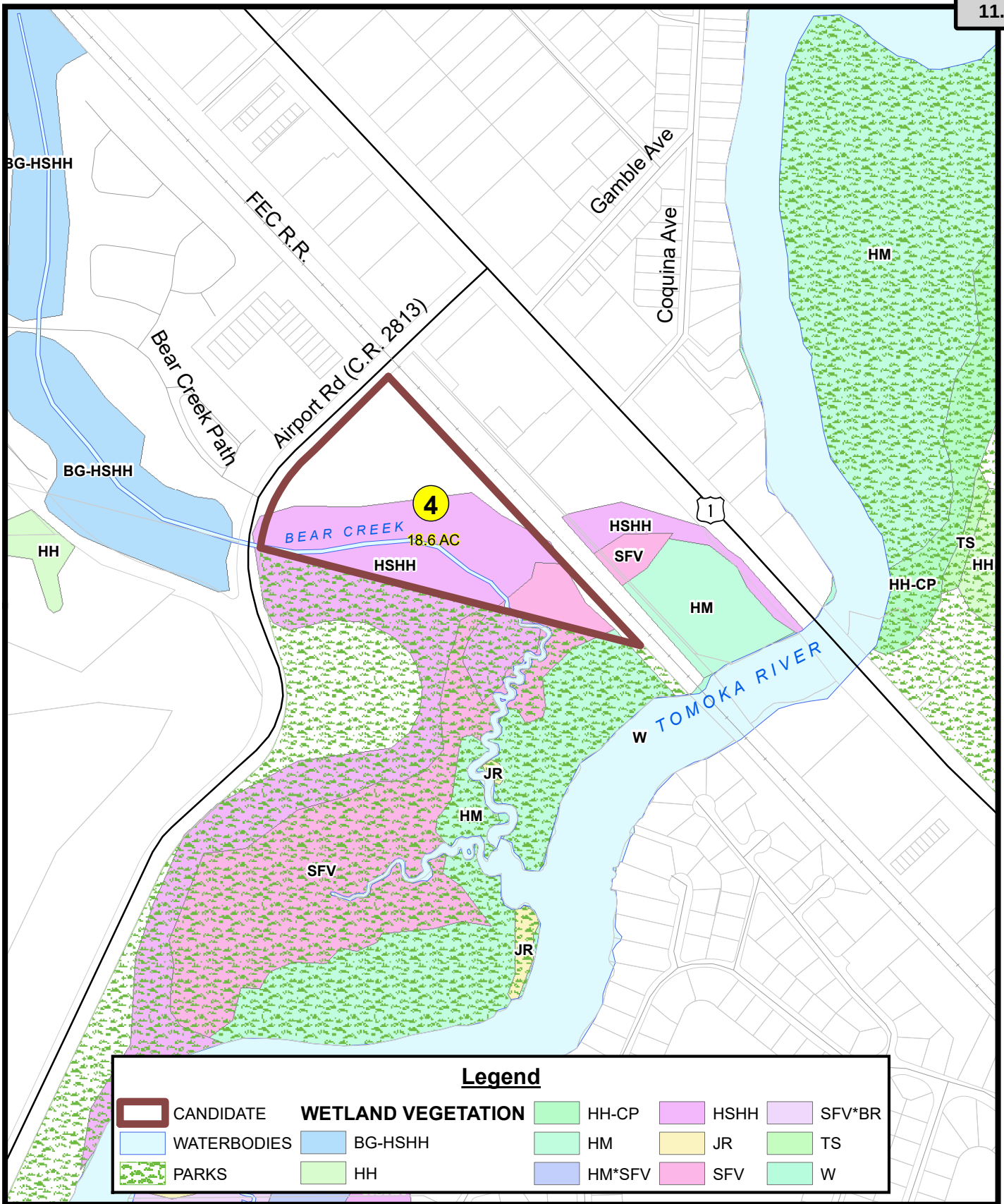


Volusia Forever Environmental Land Candidates - Map 2 Open Space/Conservation

Prepared By: The City of Ormond Beach
G.I.S. Department - November 4, 2021



1 inch = 600 feet

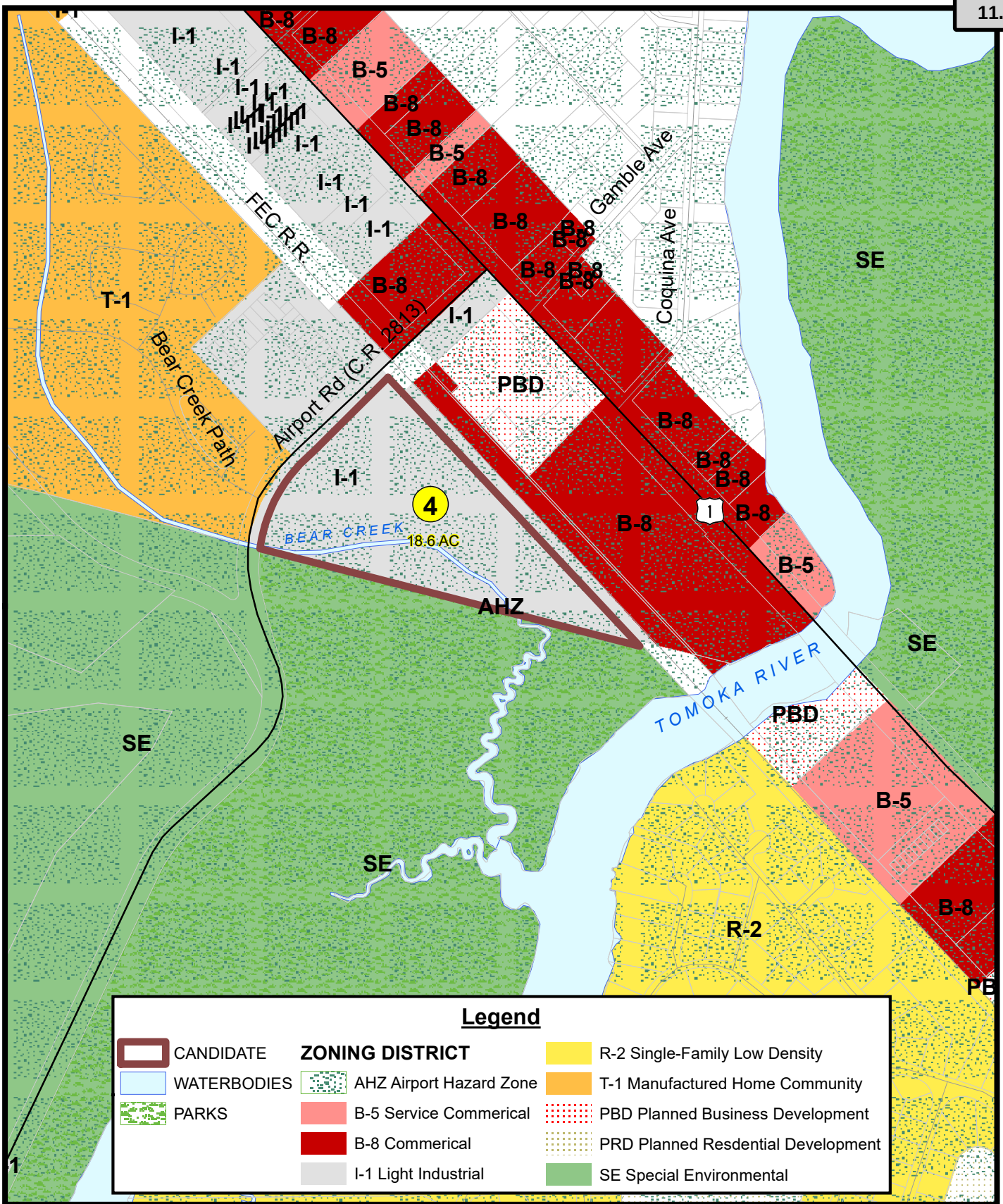


Volusia Forever Environmental Land Candidates - Map 2 Wetland Vegetation

Prepared By: The City of Ormond Beach
G.I.S. Department - November 4, 2021



1 inch = 600 feet



Volusia Forever Environmental Land Candidates - Map 2 Zoning Districts

Prepared By: The City of Ormond Beach
G.I.S. Department - November 4, 2021



1 inch = 600 feet

APPRAISAL REPORT



**(PURCHASE ORDER #20220788)
A VACANT INDUSTRIAL PARCEL
901 AIRPORT ROAD
ORMOND BEACH, FL 32174**

**PREPARED FOR
MS. APRIL M. MARTTI
CITY OF ORMOND BEACH
ENGINEERING DIVISION
22 S. BEACH STREET, SUITE 104
ORMOND BEACH, FL 32174**

**AS OF
MAY 12, 2022**



HEFFINGTON & ASSOCIATES, LLC

911 BEVILLE ROAD, STE. 8 / DAYTONA BEACH, FL 32119 / (386) 760-7601 / FAX (386) 760-5161

**HEFFINGTON & ASSOCIATES, LLC**911 BEVILLE ROAD, STE. 8 / DAYTONA BEACH, FL 32119 / (386) 760-7601 / FAX (386) 760-5161

May 13, 2022

Ms. April Martti
City of Ormond Beach
Engineering Division
22 S. Beach Street, Suite 104
Ormond Beach, FL 32174

Dear Ms. Martti:

In accordance with your request, I hereby submit an ***Appraisal Report*** of:

**(PURCHASE ORDER #20220788)
A VACANT INDUSTRIAL PARCEL
901 AIRPORT ROAD
ORMOND BEACH, FL 32174**

The purpose of the Appraisal Report is to form an opinion of Market Value for the above referenced property "As Is," to a single purchaser on a cash equivalent basis, assuming a reasonable marketing period. This property is appraised as a Fee Simple Estate, subject to typical mortgage loan encumbrances and utility easements. The intended use of the Appraisal Report is to assist the client in purchase negotiations. The intended user is the *City of Ormond Beach, c/o of Ms. April Martti*.

After careful investigation, it is our opinion the subject's estimated "As Is" **Market Value** of the Fee Simple Estate, as of May 12, 2022, was:

ESTIMATED "AS IS" MARKET VALUE**EIGHT HUNDRED THOUSAND DOLLARS****(\$800,000)**

The values contained within this letter are not valid unless attached to the accompanying Report.

R. TODD HEFFINGTON, MAI
CERT GEN RZ2368



Ms. April Martti
May 13, 2022
Page Two

It should be noted that this appraisal assignment was not made, nor was the appraisal rendered on the basis of a requested minimum valuation, specific valuation, or an amount which would result in the approval of a loan. Furthermore, our compensation is not contingent upon the reporting of a predetermined value, or direction in value, that favors the cause of the client, the amount of the value estimate, the attainment of a stipulated result, or the occurrence of a subsequent event.

The Appraisal Institute conducts a voluntary program of continuing education for its designated members. Designated members who meet the minimum standards of this program are awarded periodic educational certification. I am currently certified under this program.*

Should you have any questions concerning this report, please do not hesitate to contact this office.

Respectfully submitted,

HEFFINGTON & ASSOCIATES

A handwritten signature in black ink, appearing to read 'R. Todd Heffington', written over a horizontal line.

*R. Todd Heffington, MAI
Cert.Gen. RZ2368

RTH/djs
Enclosures

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PURCHASE ORDER
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 FLOOD ZONE MAP
 ZONING MAP
 ZONING DESCRIPTION
 FUTURE LAND USE MAP
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 QUALIFICATIONS OF THE APPRAISERS

CERTIFICATION

The undersigned do hereby certify that, except as otherwise noted in this appraisal report:

To the best of my knowledge and belief:

1. The statements of fact contained in this appraisal report, upon which the analyses, opinions, and conclusions expressed herein are based, are true and correct.
2. The reported analysis, opinions and conclusions are limited only by the assumptions and limiting conditions and are my personal, impartial, and unbiased professional analysis, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. I have no personal interest or bias with respect to the subject matter of this appraisal report nor the parties involved. My employment is not contingent on the amount reported.
5. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
7. The reported analyses, opinions and conclusion were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Uniform Standards of Professional Appraisal Practice.
8. I have made a personal inspection and careful investigation of the property herein described.
9. Unless stated herein, no one provided significant real property appraisal assistance to the person signing this certification.
10. This appraisal report sets forth all of the limiting conditions (imposed by the terms of my assignment or by the undersigned) affecting the analyses, opinions, and conclusions contained in this report.
11. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
12. I certify that, to the best of my knowledge and belief, the reported analyses, opinions, or conclusions were developed, and this report has been prepared in conformity with the requirements of the State of Florida for state-certified appraisals (Florida Statutes, Chapter 475, Part II). The use of this report is subject to the requirements of the State of Florida related to review by the Florida Appraisal Board.
13. The Appraisal Institute conducts a program of continuing education for its designated members. Designated members who meet the minimum standards of this program are awarded periodic educational certification. I, R. Todd Heffington, MAI, am currently certified under this program.
14. Heffington & Associates has not performed services as an appraiser or in any other capacity regarding the property that is the subject of this report within the three-year period preceding acceptance of this assignment.



R. Todd Heffington, MAI
 Cert Gen RZ2368
 X Did ☐ Did Not
 Inspect Property

HYPOTHETICAL CONDITIONS

None

EXTRAORDINARY ASSUMPTIONS

None

ASSUMPTIONS AND LIMITING CONDITIONS

1. This appraisal is intended to comply with the Scope of Work requirements enacted July 1, 2006 by the Uniform Standards of Professional Appraisal Practice.
2. No responsibility is assumed for legal or title considerations. Title to the property is assumed to be good and marketable unless otherwise stated in this report.
3. The property is appraised free and clear of any or all liens and encumbrances unless otherwise stated in this report.
4. Responsible ownership and competent property management are assumed unless otherwise stated in this report.
5. The information furnished by others is believed to be reliable. However, no warranty is given for its accuracy.
6. All engineering is assumed to be correct. Any plot plans and illustrative material in this report are included only to assist the reader in visualizing the property. The appraisers are not experts in engineering or construction and are not licensed construction contractors.
7. It is assumed that there are no hidden or unapparent conditions on the property, subsoil, or structures that render it more or less valuable but are not apparent. This appraiser can assume no responsibility for such conditions or for arranging for engineering studies that may be required to discover them.
8. It is assumed that there is full compliance with all federal, state and local environmental regulations and laws unless otherwise stated in this report.
9. It is assumed that all applicable zoning and use regulations and restrictions have been complied with, unless a nonconformity has been stated, defined, and considered in this appraisal report.
10. It is assumed that all required licenses, certificates of occupancy, or other legislative or administrative authority from any local, state, or national governmental, or private entity or organization have been or can be obtained or renewed for any use on which the value estimates contained in this report are based.
11. Any sketch in this report may show approximate dimensions and is included to assist the reader in visualizing the property. Maps and exhibits found in this report are provided for

reader reference purposes only. No guarantee as to accuracy is expressed or implied unless otherwise stated in this report. No survey has been made for the purpose of this report.

12. It is assumed that the utilization of the land and improvements is within the boundaries or property liens of the property described and that there is no encroachment or trespass unless otherwise stated in this report.
13. The appraiser is not qualified to detect hazardous waste and/or toxic materials. Any comment by the appraiser that might suggest the possibility of the presence of such substances should not be taken as confirmation of the presence of hazardous waste and/or toxic materials. Such determination would require investigation by a qualified expert in the field of environmental assessment. The presence of substances such as asbestos, urea-formaldehyde foam insulation or other potentially hazardous materials may affect the value of the property. The appraiser's value estimate is predicated on the assumptions that there is no such material on or in the property that would cause a loss in value unless otherwise stated in this report. No responsibility is assumed for any environmental conditions, or for any expertise or engineering knowledge required to discover them. The appraiser's descriptions and resulting comments are the result of the routine observations made during the appraisal process.
14. Unless otherwise stated in this report, the subject property is appraised without a specific compliance survey having been conducted to determine if the property is or is not in conformance with requirements of the Americans with Disabilities Act ("ADA") which became effective January 26, 1992. The presence of architectural and communications barriers that are structural in nature that would restrict access by disabled individuals may adversely affect the property's value, marketability, or utility.
15. Any proposed improvements are assumed to be completed in a good workmanlike manner in accordance with the submitted plans and specifications.
16. The distribution, if any, of the total valuation in this report between land and improvements applies only under the stated program of utilization. The separate allocations for land and buildings must not be used in conjunction with any other appraisal and are invalid if so used.
17. Possession of this report, or a copy thereof, does not carry with it the right of publication. It may not be used for any purpose by any person other than the party to whom it is addressed without the written consent of the appraiser, and in any event, only with proper written qualification and only in its entirety.
18. Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the appraiser, or the firm with which the appraiser is connected) shall be disseminated to the public through advertising, public relations, news sales, or other media without prior written consent and approval of the appraiser.
19. The appraiser, by reason of this report, is not required to give testimony or attend court or any governmental hearing with reference to the property in question, unless arrangements have been previously made therefore.

SUMMARY OF IMPORTANT FACTS AND CONCLUSIONS

Property Location:	901 Airport Road, Ormond Beach, FL 32174
Property Type:	Vacant Industrial Land
Current Owner(s) of Record:	Penland & Pomerence, Inc. 307 Division Ave. Ormond Beach, FL 32174
Parcel No(s):	4238-01-40-0010
Brief Legal Description:	See Last Deed of Conveyance in the addendum to this report.
Property Rights Appraised:	Fee Simple
Effective Date/Date of Report:	May 12, 2022/May 13, 2022
Brief Property Description:	An 18.992 acre vacant industrial parcel containing approximately 7.794 acres of useable uplands.
Zoning:	I-1, Light Industrial, by Ormond Beach'
Highest and Best Use:	As if Vacant – Light Industrial Uses As Improved – Site is vacant
Estimated Market Value:	\$800,000
Flood Zone:	Zone AE and X, Map Number 12127C0211K, Revised 9/29/2017

SUBJECT PHOTOGRAPHS



AERIAL PHOTOGRAPH OF SUBJECT PROPERTY



VIEW OF SUBJECT SITE FROM AIRPORT ROAD

SUBJECT PHOTOGRAPHS



VIEW OF SUBJECT SITE ALONG F.E.C. RAILROAD



VIEW OF AIRPORT ROAD FACING EASTERLY

SUBJECT PHOTOGRAPHS

VIEW OF AIRPORT ROAD FACING WESTERLY

APPRAISAL REPORT

PURPOSE OF THE APPRAISAL

The *purpose* of the appraisal is to form an opinion of Market Value of the subject property. The property is appraised as a Fee Simple Estate, subject to typical mortgage loan encumbrances and utility easements.

PROPERTY INTEREST APPRAISED

The subject property is appraised as a fee simple estate. As defined in the Dictionary of Real Estate Appraisal published by the American Institute of Real Estate Appraisers, a fee simple estate is the *"Absolute ownership unencumbered by any other interest or estate; subject only to the limitations of eminent domain, escheat, police power, and taxation."*

MARKET VALUE DEFINITION

A current definition of Market Value is:

"The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised and each acting in what they consider their own best interests;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale."¹

EFFECTIVE DATE OF THE APPRAISAL AND DATE OF REPORT

The *effective date* of the valuation for the subject property is May 12, 2022. The *date of this report* is May 13, 2022.

¹FDIC Interagency Appraisal and Evaluation Guidelines, December 2010

INTENDED USE AND INTENDED USER OF THE APPRAISAL

The intended use of the Appraisal Report is to assist the client in purchase negotiations. The intended user is the *City of Ormond Beach, c/o of Ms. April Martti*.

SCOPE OF WORK

"Scope of Work" is defined in the Uniform Standards of Professional Appraisal Practice (USPAP), as promulgated by the Appraisal Foundation, as follows:

"The amount and type of information researched and the analysis applied in an assignment. Scope of work includes, but is not limited to, the following:

- the degree to which the property is inspected or identified;
- the extent of research into physical or economic factors that could affect the property;
- the extent of data research; and
- the type and extent of analysis applied to arrive at opinions or conclusions."

Inspection:

The site inspection was conducted on May 12, 2022 to ascertain the physical and economic characteristics of the real estate appraised and to determine the appraisal problem at hand. The property was also identified with the use of Public Records including prior deeds and tax roll information. The legal description as supplied by the client was relied upon for this report.

Appraisal Problem:

The appraisal problem is to form a market value opinion of the subject property. The date of valuation is May 12, 2022. In order to value the subject property, the appraiser must determine its highest and best use. Any unique or unusual considerations for the subject parcel will be addressed within this report.

Type & Extent of Analysis Applied:

The subject property of this appraisal assignment comprises the valuation of a vacant parcel of land. Careful consideration was given to the applicability of each of the three approaches to value in this report: the Cost Approach, the Direct Sales Comparison Approach, and the Income Approach. For vacant land, the Direct Sales Comparison Approach is the primary indicator of value.

For the completion of the Direct Sales Comparison Approach, I analyzed sales of vacant parcels considered to be reasonably similar to the subject property. These sales were analyzed and compared to the subject.

Data Researched:

The appraiser(s) maintains a current and comprehensive database of sales, listings and leases for the market area. In addition, market data acquired in the course of previous appraisal work is retained in the appraiser(s) work files. Other sources include but are not limited to the following:

1. Multiple Listing Services
2. Public Records
3. Interviews with brokers, buyers and sellers
4. Appraisal Files
5. Marshall & Swift building cost services
6. Published articles and surveys
7. Loopnet
8. Costar
9. Crexi

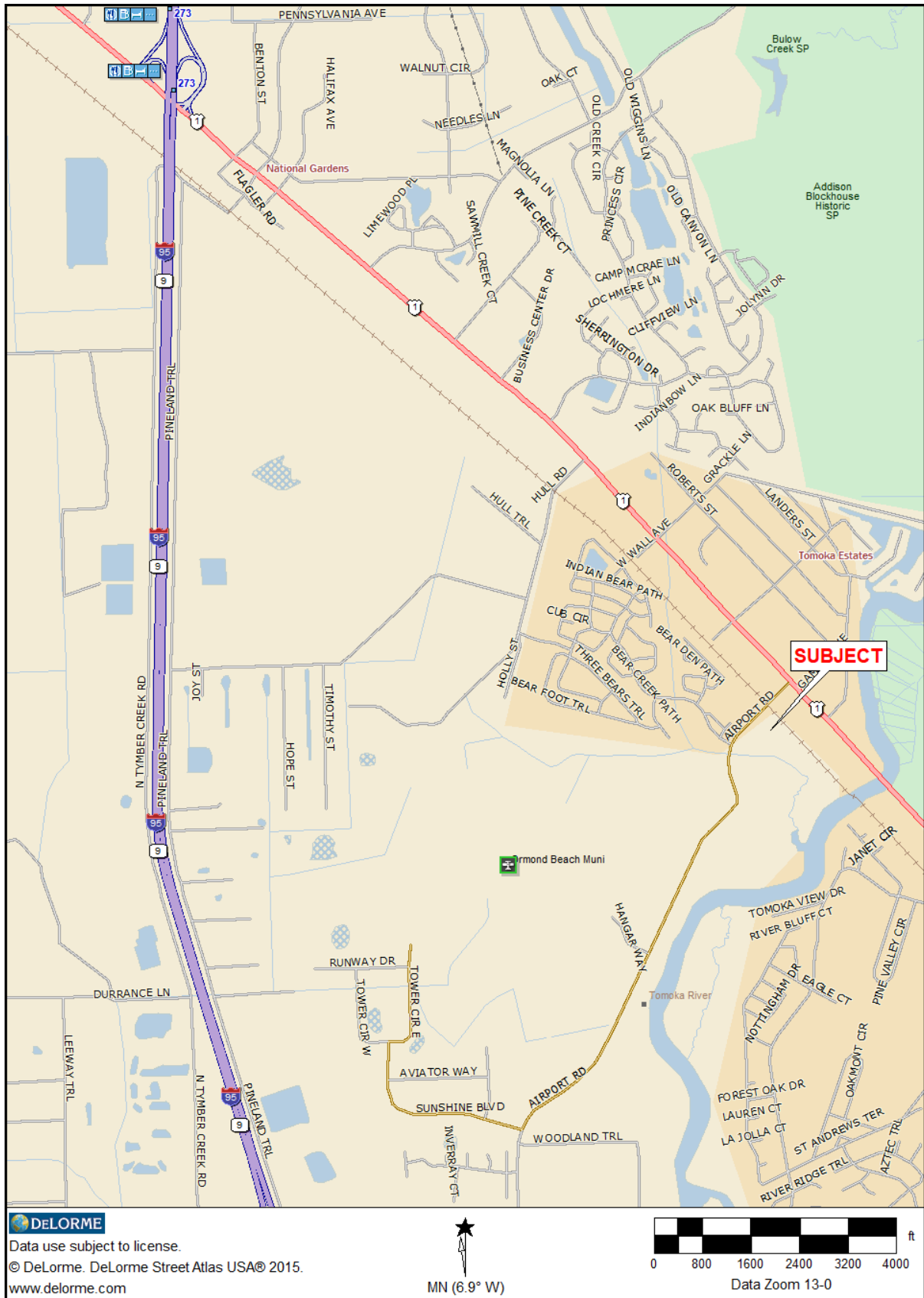
Reporting Option:

This appraisal is presented in an "Appraisal Report" format in accordance with standards rule 2-2(a) of the uniform standards of professional appraisal practice. This reporting format is consistent with the intended use of the appraisal. It is the intent of this appraisal report to comply with contemporary report writing standards as well as the standards and report writing requirements of the Appraisal Institute and the Uniform Standards of Professional Appraisal Practice.

COMPETENCY

The appraisers have the appropriate knowledge and experience to complete this assignment. Please refer to the qualifications of the appraisers in the addenda of this report.

MARKET AREA MAP



MARKET AREA DISCUSSION

Brief Regional Overview

The subject property is located in Ormond Beach in Volusia County, Florida. More particularly, Ormond Beach is located in the northeast portion of Volusia County. Ormond Beach is also part of the Deltona-Daytona Beach-Ormond Beach Metropolitan Statistical Area (MSA).

The Deltona-Daytona Beach-Ormond Beach MSA is comprised of the entire County of Volusia and contains approximately 1,207 square miles lying in the eastern coastal area of Central Florida. The area is located approximately 50 miles northeast of Orlando, 140 miles northeast of Tampa/St. Petersburg, 260 miles north of Miami, and 90 miles south of Jacksonville. The county is convenient to all portions of the state via an excellent interstate highway system including Interstate 95 and Interstate 4. Volusia County is bordered by Flagler County to the north, by Brevard and Seminole Counties to the south, by the Atlantic Ocean to the east, and by the St. Johns River to the west.

Brief City Description

The subject property is located within the northeastern portion of Volusia County in the City of Ormond Beach. According to the 2020 Census, the city has a total area of 36.8 square miles and a population of 43,080 inhabitants.

Ormond Beach is located within a relative proximity of the confluence of two major interstate highways (Interstate 95 and Interstate 4) that provide quick, easy access to the third largest consumer region in the United States with a population of over 17 million. International airports in Daytona Beach and Orlando, railroad, and also port facilities in Jacksonville and Canaveral enhance the metropolitan area's efforts to provide a cost-effective and logistically important location to do business while providing an exceptional quality of life.

The subject market area is considered to be part of the Greater Daytona Beach Area and is situated only a short drive from major shopping and employment centers. All major support facilities such as schools, churches, hospitals, etc., are conveniently located nearby and are within a five-mile radius.

Brief Market Area Discussion

The subject's market area can be described as that area lying south and east of Interstate 95, west of and including U. S. Highway No. 1 and north of and including Airport Road.

The subject property is located along Airport Road, just west of US Highway 1 in Ormond Beach. The described market area/neighborhood surrounding the subject property is improved with a mixture of light industrial, residential, commercial, and public uses. Commercial uses tend to be situated along US Highway 1 while most industrial uses are situated along Hull Road, Airport Road and in the Ormond Airport Business Park. A public golf course, several, relatively new upscale residential subdivisions, an upscale manufactured home park, and an elementary school are located in the defined neighborhood as well.

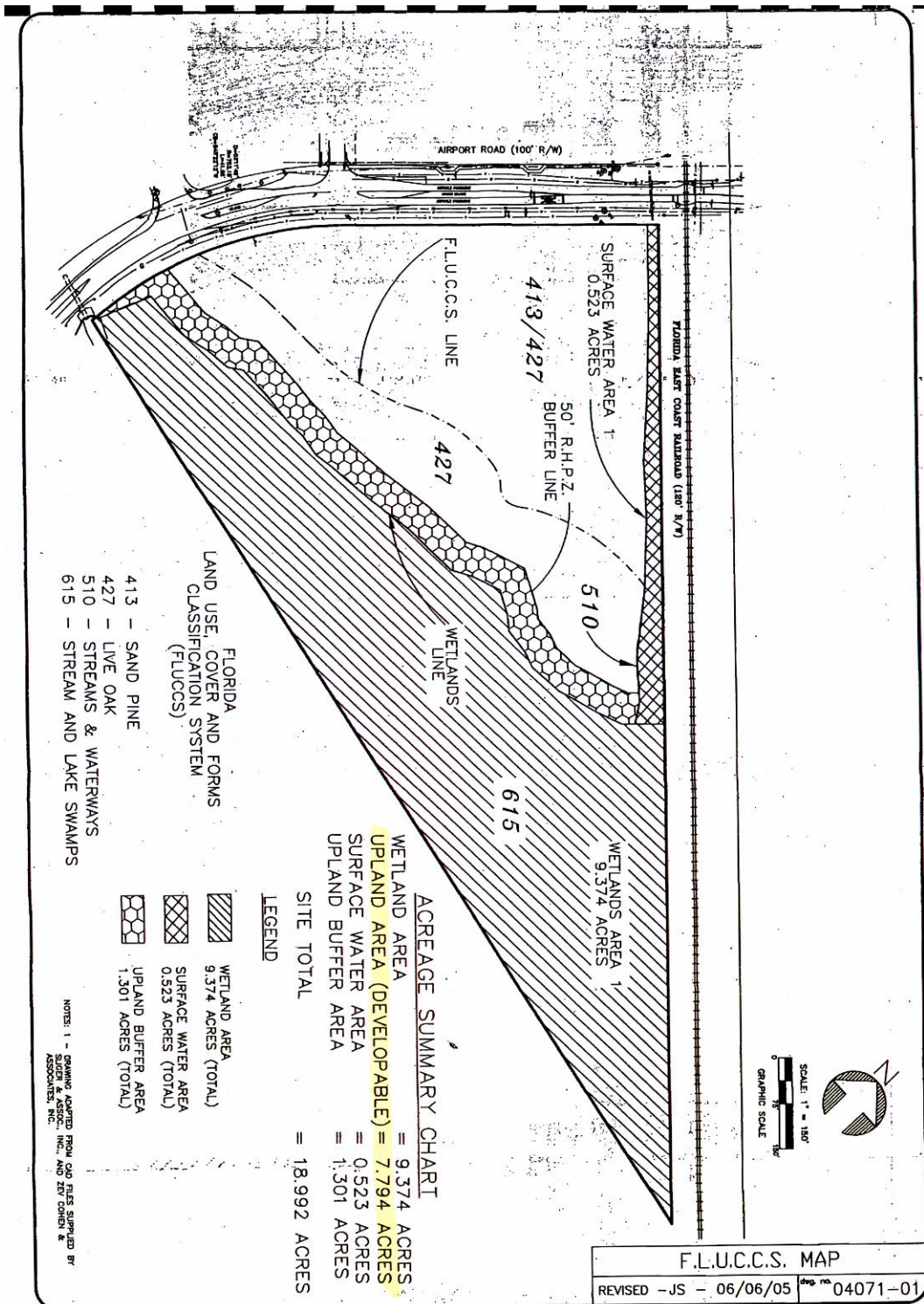
With regard to industrial uses, the largest industrial concentration is in the Ormond Beach Airport Business Park. This is a 176± acre upscale, light industrial park developed by the City of Ormond Beach. The Park is located on the southwest side of the Ormond Beach Airport and currently contains 77 platted lots. The park is approximately 85 to 90 percent built-up. The majority of improvements consist of good quality light manufacturing, high technology professional offices and warehouse/distribution buildings that are mostly owner-occupied. In addition, the Ormond Municipal Airpark adjoins the Airport Business Park to the east and is an 83-acre industrial park with taxiway access sites offered on a lease basis. Both parks offer a Free Trade Zone.

All municipal utilities are available to the area. Transportation routes to other areas of Florida are considered to be excellent. The crossroads of Central Florida are Interstate 95 and Interstate 4, the intersection of which is approximately 10 miles south of Ormond Beach. U.S. Highway No. 1 is located just east of the subject (providing direct access to Interstate 95), and State Road 40 can be accessed approximately five miles to the south. Both of these routes provide access to nearby communities.

As of the appraisal date, industrial uses in the area appear to be in demand with a limited supply of available land or improved space. The majority of buildings in the area are owner-occupied with light manufacturing businesses and corporate offices. There are a few buildings that are leased and available for lease.

In summary, the subject neighborhood is located in a homogeneous area of light industrial properties. On the average, the industrial properties are generally well maintained and constructed with better than average quality materials. The area has been experiencing new development over the last several years because of the national and local economy has been strong. The subject is located in a desirable area with good access to major roads and the interstate system. Industrial demand appears to be good at this time, and over the short term, we expect property values to continue to show slow increases.

SITE SKETCH SHOWING UPLANDS/WETLANDS/BUFFER



BIOLOGICAL CONSULTING SERVICES, INC.

Joe H. Young III

Estuaries / Field Biologist

208 Bush Street
New Smyrna Beach, FL 32108
386-423-8402

HOT ACTION SPORTSWEAR

ERP SUPPORT DOCUMENT

scale: 1"=150' date: 03/08/05
job no: 04-04071 draw: SJA

DESCRIPTION OF THE SUBJECT PROPERTY

SITE DESCRIPTION

Property Type

Vacant Industrial

Legal Description

Lengthy legal description. Please see the last deed of conveyance presented in the addendum.

Location and Size

The subject of the appraisal is located on the south side of Industrial Drive along the west side of the Florida East Coast Railroad, in Ormond Beach, Volusia County, FL. The street address is 901 Airport Road, Ormond Beach, FL.

Based on the surveys obtained from the City of Ormond Beach from a previously approved project, the overall site contains approximately 18.992 acres (see topographical discussion). The site is triangular in shape, with approximately 985.26 feet of frontage along the south side of Airport Road, and approximately 1,633.56 feet of frontage along the west side of the Florida East Coast Railroad (no spur or rail access).

Topography

Based on my inspection, the site is mostly wooded with a downward sloping elevation from north to south. The slope is gradual through the upland area with a more significant slope near the wetlands at the rear of the property.

Based on survey and site information provided by the City of Ormond Beach for a previously approved project, approximately 9.374 acres of the site are jurisdictional wetlands, another .523 acres of the site are surface water, and approximately 1.301 acres of the site would be required for wetland buffer. This would leave approximately 7.794 acres of developable land area.

At the time of my inspection, with the exception of the wetland areas, there were no apparent unfavorable soil conditions found which might adversely affect the subject site. In the event soil tests or other sources should indicate detrimental soil conditions, I reserve the right to modify the value conclusions accordingly. The value estimate shown in this report assumes there are no adverse environmental considerations or jurisdictional wetlands. There were no apparent adverse easements or encroachments noted on the subject site and are assumed not to exist.

Access

Current access to the subject site is provided from Airport Road, a two lane, asphalt paved, public right-of-way. Access to both directions of traffic is available. Access is considered average for industrial properties.

Utilities and Service

At present, the subject site has access to both municipal water and sewer provided by the City of Ormond Beach. Electricity and telephone service are provided by publicly regulated companies. Police and fire protection are provided by the City of Ormond Beach. These services and utilities are considered to be commensurate with surrounding communities.

Zoning

The subject property is zoned I-1, Light Industrial by the City of Ormond Beach. Its future land use designation is a mix of Light Industrial/Utility and Open space/Conservation.

Permitted principal uses within the I-1 Zoning includes a variety of industrial uses including, but not limited to, business services, light industrial uses, research activities, vehicle repair, business and storage warehouse, etc. The minimum site size requirement is 20,000 square feet, with a minimum width requirement of 100 feet.

The subject appears to meet or exceed the requirements set forth by the current zoning restrictions. Based on an analysis of various parcels in this area, concurrency is not a limiting factor with respect to new development in this market area. There are no known pending public developments or regulations likely to have an affect on the zoning of the subject property.

Flood Zone

The subject is Located within both Zone AE and Zone X, per FEMA Map Number 12127C0211K, Revised 9/29/2017. Zone X is not a special flood hazard area. Zone AE is a special flood hazard area. The area of developable land on the site appears to be within the Zone X, and should not require any special development considerations as a result of its flood zone designation.

Easements and Encroachments

Based on my observation of the site plan, there does not appear to be any adverse easements or restrictions applicable to the subject property. Typical utility, as well as ingress and egress, easements may apply.

Entitlements

The subject was previously approved for two buildings totaling approximately 81,000 square feet. Significant planning, engineering and permitting was completed. All of these entitlements have expired and would be of limited value to another user unless they planned exactly the same project. However, the surveying, etc., could offer some value to the site.

TAX ASSESSMENT

The subject property is currently assessed by the Volusia County Tax Assessor for ad valorem taxes for the year 2021. The Volusia County Council determines the millage rate used in calculating the tax bill in October of each year. The tax collector issues the tax bill providing

for a 4 percent discount of the bill if paid in November, a 3 percent discount for payment in December, a 2 percent discount if paid in January, and a 1 percent discount for payment in February. All taxes become delinquent after March 31st of each year.

The subject is currently assessed under one parcel number. The current millage rate is 17.75190. The parcel number and assessments for the subject are as follows.

Parcel #4238-01-40-0010

Land -	\$268,827.00
Building -	\$ 0.00
Just Assessed Value	\$268,827.00
Taxes	\$ 4,772.17

The subject's current and proposed taxes appear to be in line with other properties in the area. Taxes have been paid for 2019 and previous years. It should be noted the Volusia County Property Appraiser's assessment has *not* been relied upon in valuing the subject property and the assessment is included herein for informational purposes only.

THREE YEAR SALES HISTORY

The subject property has not sold in the three years preceding this report. It was reported by the owner that the subject is currently listed for sale for \$750,000. It has been listed with the current broker since March 2016.

HIGHEST AND BEST USE ANALYSIS

The Highest and Best Use of the subject property will be analyzed both in terms of its existing use as improved, if applicable, and as if it were vacant and ready to be put to use.

Highest and Best Use can be defined as: *"The reasonably probable and legal use of vacant land or an improved property, which is physically possible, appropriately supported, financially feasible, and that results in the highest value. The four criteria the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum profitability."*³

Site As If Vacant

The subject site is located along Airport Road, in Ormond Beach, Volusia County, FL. This area is generally light industrial in nature and the subject site does not have any frontage along a primary transportation route. Overall, the site contains a total of 12.992 acres, with a reported **7.794± acres** of developable land.

All necessary utilities and transportation routes to and from the property are in place, thereby ensuring sufficient support facilities for industrial development. The subject site is located in an area of predominately industrial uses.

Legally, the subject property is zoned I-1, Light Industrial, by the City of Ormond Beach. This classification permits a wide variety of light industrial uses. The minimum site size requirement is 20,000 square feet, with a minimum width requirement of 100 feet. The subject appears to meet or exceed the requirements set forth by the current zoning restrictions. Its size and shape would lend itself to development as one large site or division into smaller sites that would meet current zoning requirements.

Physically, the site contains approximately 7.794 acres of developable land and has adequate frontage, size, and upland area to accommodate many if not all of the permitted uses. The site does front the Florida East Coast Railroad but has no rail access.

In considering the feasibility of potential uses for the subject site (as if vacant), surrounding property uses have to be considered. The subject is situated on a secondary roadway in an area of light industrial development. The site also sits along the Florida East Coast Railroad, which is also more conducive to industrial uses than most other uses. The most feasible use of the site is one that would take advantage of its location within an industrial area. The presence of the significant industrial development in the immediate area evidence that a similar use may be feasible.

Consideration must be given to the current market conditions. Over the past few years, the industrial real estate market has been active, and demand for both vacant and improved industrial properties has been good. There is not an abundance of vacant space in the area, and rental rates have increased over the past few years.

³ The Dictionary of Real Estate Appraisal, Second Addition, Appraisal Institute, (Chicago, IL, 1993), Page 149.

Considering this discussion, it is the appraiser's opinion the Highest and Best Use of the subject site would be for some type of light industrial development.

Site As Improved

The subject site is vacant.

ESTIMATED EXPOSURE TIME

The Dictionary of Real Estate Appraisal, 3rd Edition, defines Exposure on page 126 as: The time a property remains on the market, or the estimated length of time the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal; a retrospective estimate based upon an analysis of past events assuming a competitive and open market. Exposure time is always considered to occur prior to the effective date of the appraisal. The overall concept of reasonable exposure encompasses not only adequate, sufficient and reasonable time but also adequate, sufficient and reasonable effort. Exposure time is different for various types of real estate and value ranges and under various market conditions.

Demand has been high for industrial properties, both vacant and improved. There is a limited supply of vacant industrial land available at this time. Properties that had been on the market for extended periods of time have recently sold or are under contract. Based on the available information, I feel that with effective marketing and exposure, it may have been possible for the subject property to have transferred within 12 months at the appraised value.

This opinion also considers the subject being placed on the market with concentrated marketing effort by a knowledgeable and competent professional.

THE APPRAISAL PROCESS

There are normally three approaches to value available for use in the estimation of Market Value. The three widely recognized approaches include the Cost Approach, the Income Approach, and the Direct Sales Comparison (Market Data) Approach.

While cost does not create value, cost may be an effective measure of value in given circumstances. This is the basis for the Cost Approach to value estimation. In the Cost Approach, an attempt is made to estimate the cost of constructing the improvements. From this figure is subtracted an estimate of all elements of accrued depreciation. To this is added the contribution of the site improvements together with the value of the site. This total represents the indicated Market Value of the subject by the Cost Approach.

The Income Approach involves converting anticipated benefits (dollar income or amenities) to be derived from the ownership of property into a value estimate. The Income Approach is widely applied in appraising income producing properties. Anticipated future income and/or reversions are discounted to a present worth figure through the capitalization process.

The Direct Sales Comparison Approach is a direct measure of market behavior. Its concept employs using the subject property as a standard and adjusting comparable sales to indicate the price at which the comparables would have sold, had they possessed all salient characteristics of the subject property.

These three approaches to value result in preliminary indications of value which may be somewhat at variance with each other. When this is the case, the relative significance, applicability and defensibility of the indications of value derived from each approach are weighed. This analysis leads to the selection of a final value estimate that, in the appraiser's professional judgment, best reflects the attitudes, responses, and behavior of the typically informed, rational purchaser in the market in question.

As discussed in the Scope of Work, in this case, only the Direct Sales Comparison Approach has been completed.

DIRECT SALES COMPARISON APPROACH

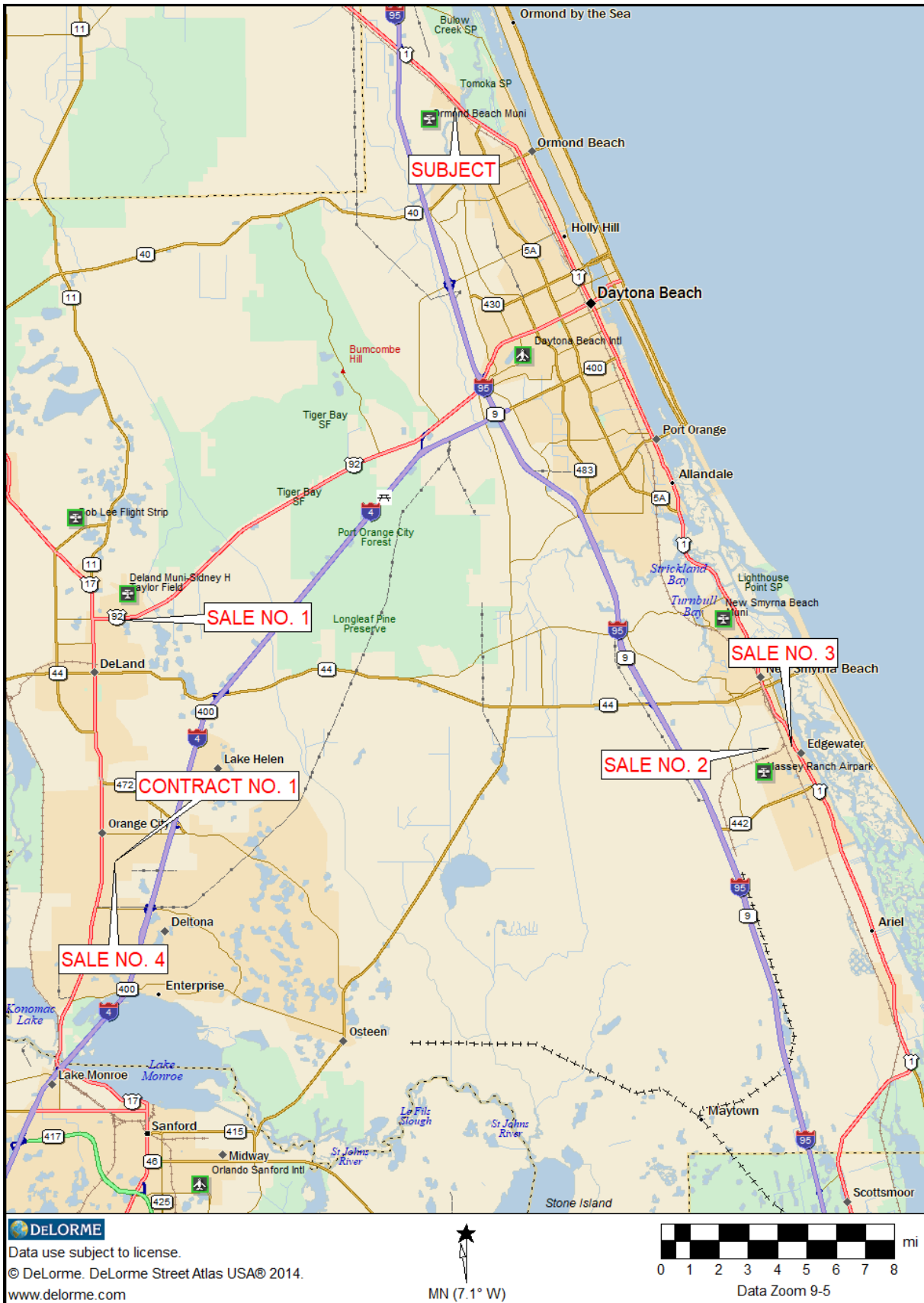
The Sales Comparison Approach is an appraisal technique which utilizes recent transactions of similar properties to derive an indication of value for the subject. These comparable properties are adjusted for variables to enhance their degree of comparability to the subject. Based upon these adjustments, the appraisers are then able to develop a clear indication of value for the subject. This technique is particularly accurate when there is an active and normal sales market of similar properties and when the details of the transactions can be verified by reliable sources involved in the sales.

The Sales Comparison Approach is based upon the principle of substitution, in that a knowledgeable buyer will not pay any more for a particular property than it would cost to purchase a duplicate property with equal utility.

The unit of comparison utilized in this section of the report is based on selling price per acre of useable land, which is generally recognized as the best means of relating the comparables to the subject when analyzing larger vacant industrial land parcels. The most appropriate sales for utilization in the Direct Sales Comparison Approach are considered to be properties that share similar zoning, locational, and site characteristics. For this reason, sales of industrial zoned land located in the Volusia County Area are considered the most appropriate value indicators for the subject.

A location map and sales chart summarizing the sales used and their comparison to the subject are located on the following pages.

COMPARABLE SALES MAP



COMPARABLE LAND SALES CHART						
VARIABLES	SUBJECT	COMPARABLE LAND SALES				
COMPARABLE NO.	SUBJECT PROPERTY	1	2	3	4	CONTRACT NO. 1
TAX ID NUMBER	4238-01-40-0010	7003-00-00-0011	7452-22-0M-0013	7452-01-00-0261	8011-02-06-0010	8011-02-01-0010
GRANTEE	N/A	DELAND STORAGE LLC	JODH, INC.	QOZB RASMUSSEN, LLC	LARRY CARSON RESECRANTS, ETAL	CURRENT CONTRACT
O.R. BOOK/PAGE	N/A	7975/3239	8011/0338	8121/3901	8229/3712	CURRENT CONTRACT
SALE PRICE	N/A	\$875,000	\$500,000	\$445,000	\$420,000	\$837,000
PRICE/AC	N/A	\$114,679	\$103,306	\$103,488	\$116,861	\$99,940
PROPERTY RIGHTS	FEE SIMPLE	FEE SIMPLE	FEE SIMPLE	FEE SIMPLE	FEE SIMPLE	FEE SIMPLE
ADJUSTMENT		0%	0%	0%	0%	0%
ADJUSTED PRICE		\$114,679	\$103,306	\$103,488	\$116,861	\$99,940
FINANCING	N/A	NORMAL	NORMAL	NORMAL	NORMAL	NORMAL
ADJUSTMENT		0%	0%	0%	0%	0%
ADJUSTED PRICE		\$114,679	\$103,306	\$103,488	\$116,861	\$99,940
CONDITIONS OF SALE	N/A	NORMAL	NORMAL	NORMAL	NORMAL	NORMAL
ADJUSTMENT		0%	0%	0%	0%	0%
ADJUSTED PRICE		\$114,679	\$103,306	\$103,488	\$116,861	\$99,940
SALE DATE	N/A	01/2021	03/2021	09/2021	03/2022	CURRENT CONTRACT
ADJUSTMENT		8.00%	7.00%	4.00%	1.00%	0.00%
ADJUSTED PRICE/AC	N/A	\$123,853	\$110,537	\$107,628	\$118,030	\$99,940
LOCATION	AIRPORT ROAD ORMOND BEACH	US 92 DELAND	BASE LEG DR. EDGEWATER	141 W. PARK AVE. EDGEWATER	LEAVITT AVE. ORANGE CITY	LEAVITT AVE. ORANGE CITY
ADJUSTMENT		-20%	10%	10%	0%	0%
ACCESS	AVERAGE	AVERAGE/CULVERT REQUIRED	AVERAGE	AVERAGE	AVERAGE	AVERAGE
ADJUSTMENT		5%	0%	0%	0%	0%
SIZE (USEABLE ACRES)	7.794	7.630	4.840	4.300	3.594	8.375
ADJUSTMENT		0%	-10%	-10%	-10%	0%
SHAPE	IRREGULAR/AVERAGE	SIMILAR	SIMILAR	SIMILAR	AVERAGE	AVERAGE
ADJUSTMENT		0%	0%	0%	0%	0%
TOPOGRAPHY	WOODED/SLOPING	HEAVILY WOODED/LEVEL	HEAVILY WOODED/LEVEL	HEAVILY WOODED/LEVEL	HEAVILY WOODED/LEVEL	HEAVILY WOODED/LEVEL
ADJUSTMENT		-5%	-5%	-5%	-5%	-5%
UTILITIES	ALL AVAILABLE	ALL AVAILABLE	ALL AVAILABLE	ALL AVAILABLE	ALL AVAILABLE	ALL AVAILABLE
ADJUSTMENT		0%	0%	0%	0%	0%
ZONING	I-1, ORMOND BEACH	M-1, INDUSTRIAL, DELAND	IPUD, EDGEWATER	B-3 COMMERCIAL, EDGEWATER	I-1, ORANGE CITY	I-1, ORANGE CITY
ADJUSTMENT		0%	0%	-5%	0%	0%
SITE UTILITY	AVERAGE	AVERAGE	AVERAGE	AVERAGE	AVERAGE	AVERAGE
ADJUSTMENT		0%	0%	0%	0%	0%
OTHER	EXPIRED ENGINEERING, ETC.	NONE	OFF SITE RETENTION	NONE	NONE	NONE
ADJUSTMENT		5%	-5%	5%	5%	5%
ADJUSTED PRICE/SF	N/A	\$105,275	\$99,483	\$102,247	\$106,227	\$99,940

Comparable Sales Analysis

I was able to find a sufficient number of sales to use for comparison to the subject property. The sales used have varying degrees of comparability to the subject. All sales were industrially zoned or had a similar highest and best use. Adjustments have been made to the sales to more accurately compare them to the subject property. Percentage adjustments to the comparables were applied to reflect the differing characteristics and are shown on the grid sheet analysis chart on the previous page. These adjustments are not supported by an exact quantitative analysis but are based on what we believe would be the market's perception of the inferior, or superior qualities of the comparables as they relate to the subject.

Market Conditions Adjustment

The sales utilized in this analysis occurred between January 2021 and a current contract. The market has been very active, with some property types experiencing rapid value increases over the past two years. Industrial properties have experienced good demand and the supply of vacant industrial parcels is limited. Therefore, I have applied a market conditions adjustment to each of the sales of .5 percent per month up through the value date.

Remaining Adjustments

Sale No. 1 is the transfer of an industrial parcel located along US 92 in DeLand. The site was given adjustments for its superior location, inferior access, superior topography, and lack of engineering, etc.

The subject is situated on Airport Road, off of US 1 in an industrially oriented area of Ormond Beach. Sale No. 1 is located on US 92, along a major 4 lane roadway, in a much more heavily developed area of commercial and industrial uses, with a much higher traffic count and superior visibility. For these reasons, this sale was considered superior to the subject and a negative adjustment was applied.

This sale required a culvert be installed to provide access. The culvert was an atypical expense. The subject does not require any unusual expenses to provide access. Therefore, this sale was considered inferior to the subject and a positive adjustment was applied.

The subject is heavily wooded, and its elevation is downward sloping away from the road. This sale was also wooded, but it was a more level site and would likely require less development costs. For this reason, this sale was considered slightly superior to the subject and a negative adjustment was applied.

The subject had previous approvals for two buildings. While the approvals are all expired, there may be some limited value in the surveying, engineering, etc. that were completed. This sale had no engineering or approvals. For this reason, it was considered slightly inferior to the subject and a minor positive adjustment was applied.

No other adjustments have been applied. After adjustments, this sale indicates a value for the subject of \$105,275 per acre.

Sale No. 2 is the transfer of an industrially zoned parcel located in Edgewater. This site was given adjustments for its inferior location, smaller size, topography, zoning and lack of engineering, etc.

This sale was situated in Edgewater in the Parktown Industrial Park. This is a desirable location for industrial uses but does not enjoy the subject's superior access to a major transportation route or the interstate system. For this reason, this sale was considered inferior to the subject and a positive adjustment was applied.

The subject site contains approximately 7.794 acres of useable land area. This sale was 4.84 acres. It is held as valid reasoning and is well supported in the real estate market that, in general, the larger a parcel of land, the less it's per unit value, and vice versa. With this in mind, this sale was almost 3 acres smaller than the subject and was given a negative adjustment for this factor.

As with Sale No. 1, this sale was level and considered superior to the subjects sloping topography. Therefore, a minor negative adjustment was applied.

As with Sale No. 1, this site had no engineering, etc., and was considered inferior for this factor. However, this site did enjoy offsite retention which can significantly increase the building envelope and reduce development costs. For this reason, this sale was considered superior to the subject and a negative adjustment was applied.

No other adjustments have been applied. After adjustments, this sale indicates a value for the subject of \$99,483 per acre.

Sale No. 3 is proximate to Sale No. 2 and required the same adjustments for location, size and topography.

However, Sale No. 3 was zoned B-3, Commercial, which permitted some industrial uses, but also commercial uses. This zoning classification is considered superior to the subject's industrial zoning, and a negative adjustment was applied.

As with Sale No. 1, this sale was given a positive adjustment for its lack of surveying, engineering, etc.

After adjustments, this sale indicates a value for the subject of \$102,247 per acre.

Sale No. 4 and Contract No. 1 are a very recent sale and current contract of industrial parcels in the Orange City Area.

These comparables were each considered superior to the subject for their level topography, and inferior for their lack of engineering, etc. For these reasons, the same adjustments as Sale Nos. 1 and 3 have been applied for these factors.

Sale No. 4 was less than $\frac{1}{2}$ the size of the subject and a negative adjustment was applied for this factor.

No other adjustments were applied to these comparables. After adjustments, Sale No. 4 indicates a value for the subject of \$106,227 and Contract No. 1 indicates an adjusted value of \$99,940 per acre.

Conclusion

After adjustments, the sales indicate values for the subject property of \$99,483 to \$106,227 per acre. The average adjusted value of all sales is \$102,634 per acre. Sale Nos. 1 and Contract No. 1 are most similar in size and considered the best indicators of value. The average adjusted value of these two sales falls in line with the average adjusted value of all sales at \$102,607 per acre.

Therefore, based on these sales, it is my opinion that the subject site has a market value of \$102,600 per useable acre, or:

7.794 Acres x \$102,600/Acre = \$799,664
Rounded to \$800,000

EIGHT HUNDRED THOUSAND DOLLARS

(\$800,000)

RECONCILIATION OF VALUE

As discussed in the Appraisal Process, only the Direct Sales Comparison Approach to value was processed.

The Direct Sales Comparison Approach is a direct measure of market behavior. In this case, there are adequate recent sales for comparison to the subject.

Therefore, it is my opinion the Market Value of the unencumbered fee simple interest of the subject property, "**As Is**", as of the effective date, was:

FINAL OPINION OF MARKET VALUE

EIGHT HUNDRED THOUSAND DOLLARS

(\$800,000)

ADDENDUM

PURCHASE ORDER
LAST DEED OF CONVEYANCE/LEGAL DESCRIPTION
FLOOD ZONE MAP
ZONING MAP
ZONING DESCRIPTION
FUTURE LAND USE MAP
FUTURE LAND USE DESCRIPTION
QUALIFICATIONS OF THE APPRAISERS



Purchase Order

Fiscal Year 2022

Page: 1 of: 1

**B
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T
O**
City of Ormond Beach
PO Box 277
Ormond Beach, FL 32175-0277

THIS NUMBER MUST APPEAR ON ALL
INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20220788**

Delivery must be made within doors of
specified destination.

**V
E
N
D
O
R**
HEFFINGTON & ASSOCIATES
911 BEVILLE RD STE 8
DAYTONA BEACH, FL 32119-1726

**S
H
I
P
T
O**
Engineering
22 South Beach Street
City Hall Room 104
Ormond Beach, FL 32174

Vendor Phone Number		Vendor Fax Number	Requisition Number	Delivery Reference			
386-760-7601			2200905				
Date Ordered	Vendor Number	Date Required	Freight Method/Terms		Department/Location		
05/09/2022	858				TRANSPORTATION		
Item#	Description/PartNo			QTY	UOM	Unit Price	Extended Price
	Appraisal-901 Airport Road The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading						
1	Appraisal of 901 Airport Road as quoted in email dated 5/4/22.			1.0	EACH	\$1,800.00	\$1,800.00

VENDOR COPY

Total Ext. Price	\$1,800.00
PO Total	\$1,800.00

LAST DEE OF CONVEYANCE/LEGAL DESCRIPTION

Prepared by:
 Louis E. Conway, Esq.
 170 E. Granada Blvd.
 Ormond Beach, FL 32176

07/29/2003 02:20 PM
 Doc stamps 357.00
 (Transfer Amt \$ 51000)
 Instrument# 2003-182901
Book: 5126
Page: 3441

WARRANTY DEED

THIS INDENTURE, Executed this *14th* day of July, 2003,
 by, SHEILA BRILEY MERLAU, whose address is: 413 Dunston
 Court, Tallahassee, FL 32312, Grantor, and

PENLAND & POMERENKE, INC., a Florida corporation, whose
 address is: 307 Division Avenue, Ormond Beach, FL 32174,
 Grantee,

WITNESSETH, That the said Grantor, for and in
 consideration of the sum of \$10.00, and other good and
 valuable considerations to said Grantor in hand paid by the
 said Grantee, the receipt whereof is hereby acknowledged,
 has granted, bargained and sold to the said Grantee, and
 Grantee's heirs and assigns forever, the following described
 land, situate, lying and being in Volusia County, Florida,
 to-wit:

All of Grantor's undivided one-ninth interest and to
 the following:

A portion of The George Anderson Grant, Section 38,
 Township 14 South, Range 32 East, Volusia County,
 Florida; being more particularly described as follows:

From the Southwest corner of said Section 38, as a
 point of reference, run S 75°43'17" E along the
 Southerly line of said Section 38, a distance of
 4449.69 feet to a found iron rod; thence departing said
 Southerly line N 46°55'33" E a Distance of 930.39
 feet, thence continuing N 46°55'33" E, a distance of
 565.00' to the Southwesterly right of way of the
 Florida East Coast Railway, a 120' right of way, thence
 along said railroad right of way S 43°01'53" E, a
 distance of 597.75' to the right of way of Airport
 Road, a 100' right of way as now laid out, thence
 continue S 43°01'53" E, a distance of 100' across said
 road right of way to the point of beginning. Thence
 continue S 43°01'53" E along said railroad right of
 way a distance of 1633.56' to an intersection with the
 Southerly line of the said Section 38, thence N
 75°43'17" W, a distance of 1754.56' to the apparent
 East right of way of Airport Road a 100' right of way
 as now laid out, thence run Easterly along the South
 right of way of Airport Road to the point of beginning.

Subject to taxes for 2003 and subsequent years.
 Subject to restrictions, easements, and reservations
 of record.

The subject property is vacant land and is not now
 and never has been the homestead of Grantor whose
 permanent address is: 413 Dunston Court, Tallahassee,
 FL 32312.

Property Appraiser's Parcel Number: 4238-01-40-0010.

and said Grantor does hereby fully warrant title to said
 land, and will defend the same against the lawful claims of
 all persons whomsoever.

Book: 5126
 Page: 3442
 Diane M. Matousek
 Volusia County, Clerk of Court

"Grantor" and "Grantee" are used for singular or plural, as context requires.

IN WITNESS WHEREOF, Grantor has hereunto set Grantor's hand and seal the day and year first above written.

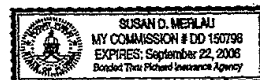
Signed, sealed and delivered
 in the presence of:

Dean Merlau *Sheila Briley Merlau* (SEAL)
 DEAN MERLAU Sheila Briley Merlau
Susan D. Merlau
 Susan D. Merlau

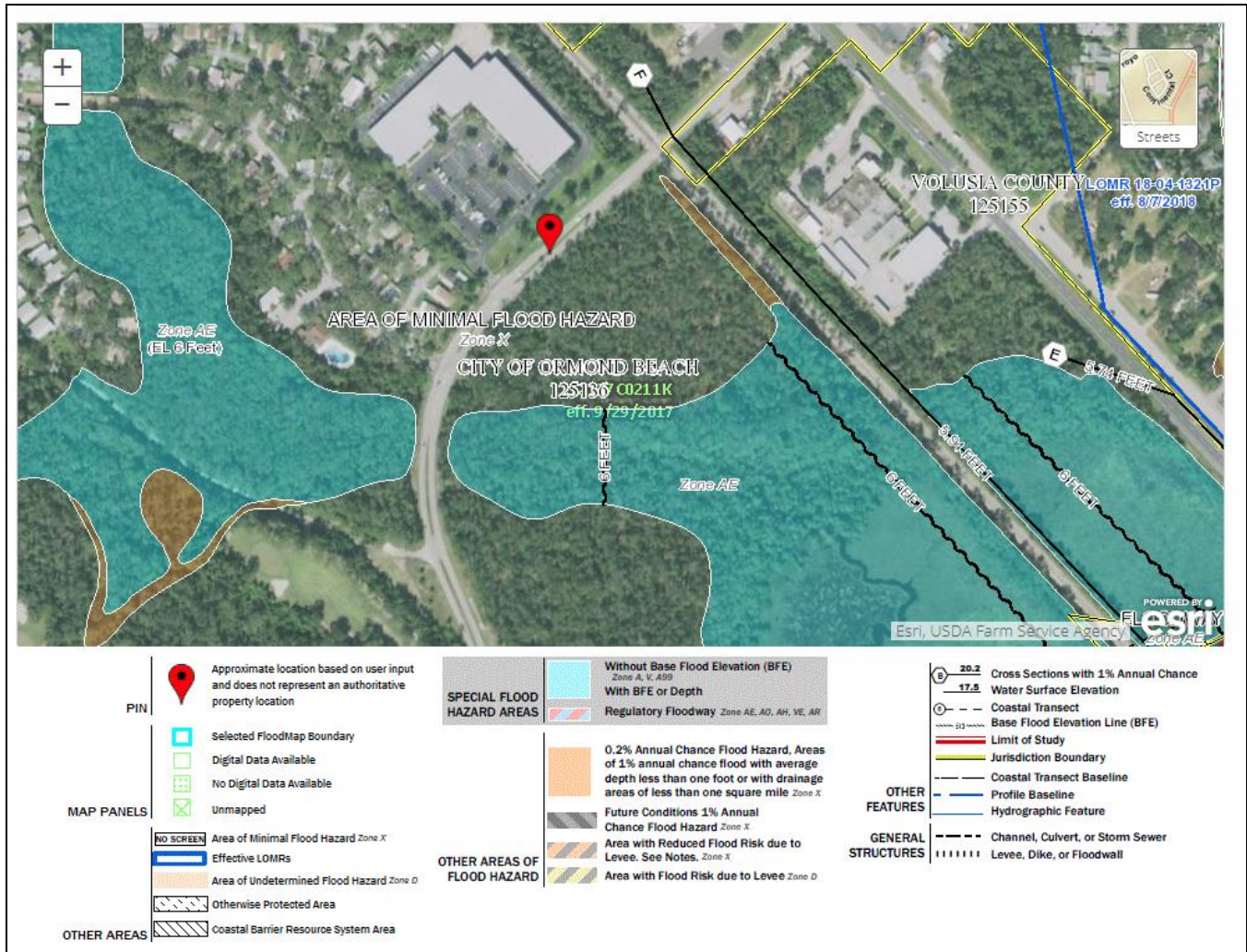
STATE OF FLORIDA
 COUNTY OF LEON

The foregoing instrument was acknowledged before me this 15th day of July, 2003, by SHEILA BRILEY MERLAU. She is personally known to me or produced Personally known as identification.

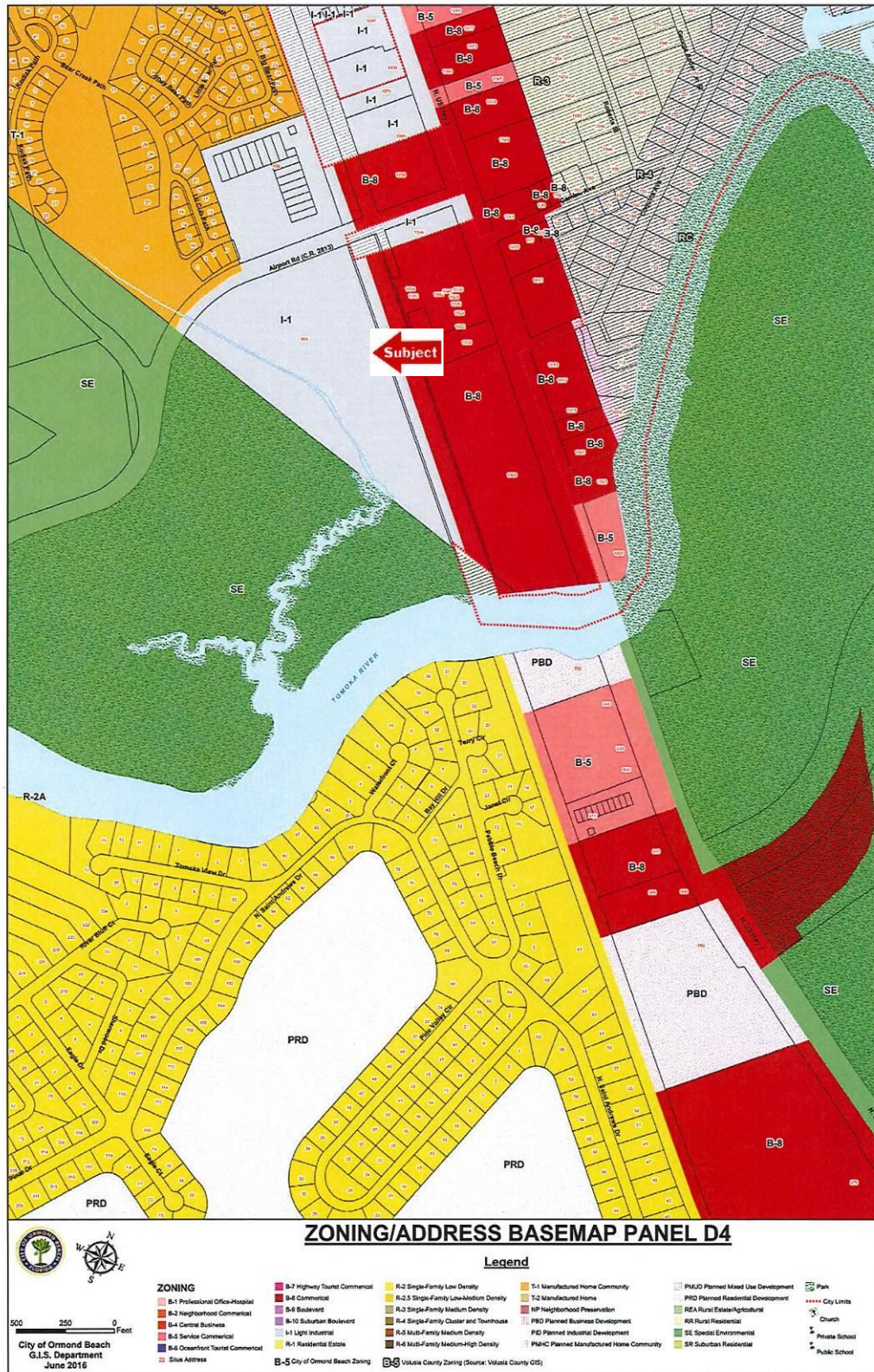
Susan D. Merlau
 Notary Public, State of Florida
 Commission Number: DD 150798
 Commission Expires: September 22, 2006



FLOOD ZONE MAP



ZONING MAP



ZONING DESCRIPTION

DISTRICT AND GENERAL REGULATIONS § 2-32

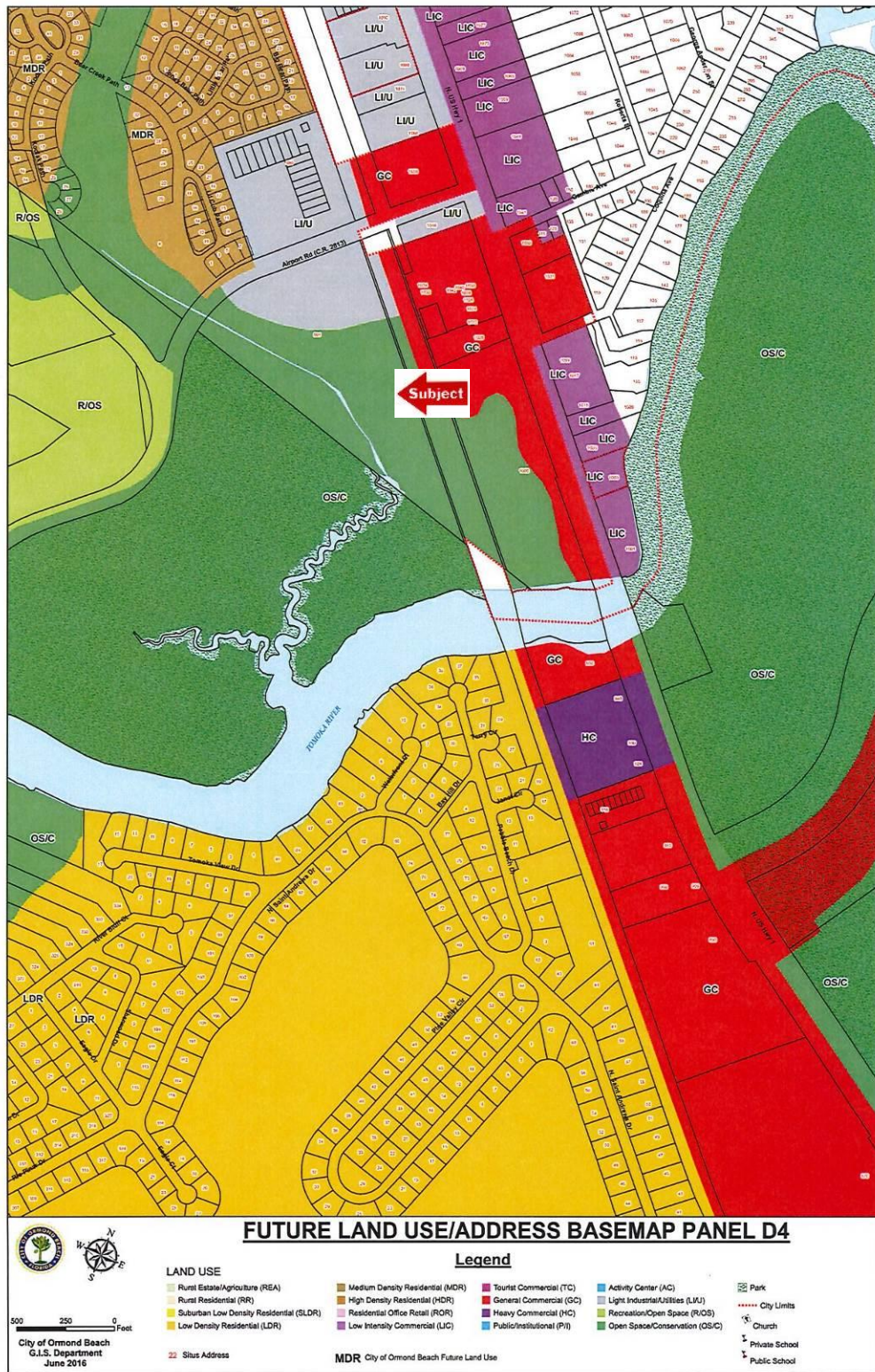
Sec. 2-32. I-1, Light Industrial Zoning District.

A. PURPOSE: The purpose of the I-1 Light Industrial Zoning District is to provide sites in appropriate locations for light industrial operations which do not generate objectionable on- or off-site impacts including odors, smoke, dust, noise, vibration, glare, or other nuisances, and to encourage the development of such facilities in areas zoned for industrial use. The I-1 zoning district is intended to implement comprehensive plan policies for managing light industrial land uses. This district is not intended to accommodate heavy industrial activities such as those identified herein as prohibited, nor is it intended to accommodate other heavy industrial uses.									
B. DIMENSIONAL STANDARDS									
1.	2.	3.	4.	5.	6.	7.	8.	9. Setbacks	
Type	Density	Maximum Building Height	Maximum Building Coverage	Maximum Impervious Coverage	Minimum Lot Size	Minimum Lot Width	Minimum Lot Depth	a. Front	b. Rear
Nonresidential Uses	-	45'	None	80%	20,000 SF	100'	-	15'	20'
C. PERMITTED USES									
1. Airport 2. Business Services 3. Construction and Home Improvement 4. Industrial Uses, Light 5. Instructional Physical Activity 6. Research Activities 7. Vehicle Repair, Type A 8. Warehouse, Business 9. Warehouse, Storage									
D. CONDITIONAL USES									
1. Auction Business 2. Business/Professional Offices 3. Clubs and Fraternal Organization 4. Dry Cleaning Plant and Systems 5. Flea Markets 6. Garden Centers and Nursery 7. Golf Course and Country Club 8. House of Worship 9. Malted Beverage Producer 10. Non-Emergency Medical Transport Services 11. Outdoor Storage 12. Parks and Recreation Facilities, Private 13. Parks and Recreation Facilities, Public 14. Public Facilities 15. Public Utilities 16. Recreational Facilities, Indoor 17. Recreational Facilities, Outdoor 18. Restaurant, Type A 19. Restaurant, Type B 20. Retail Sales and Service, Showroom 21. RV or Boat Storage 22. Telecommunications Towers, Camouflaged 23. Vehicle Repair, Type B 24. Vehicle Washing and Detailing 25. Warehouse, Mini-Rental 26. Wind Energy System									
E. SPECIAL EXCEPTION USES									
1. Child Care Facilities 2. Outdoor Activity 3. Outdoor Storage 4. SIViculture 5. Telecommunication Tower 6. Terminal, Truck									
F. OTHER STANDARDS									
All development must comply with the following requirements: 1. Wetlands (chapter 3, article II). 2. Landscaping and buffering: if the parcel abuts a designated greenbelt corridor, the standards of chapter 3, article II shall apply with regard to buffering and landscape requirements. 3. See conditional and special exception regulations (chapter 2, article IV).									
G. PERMITTED ACCESSORY USE: Accessory uses customarily associated with, dependent on and incidental to their permitted principal uses, provided that such uses conform to the regulations set forth in chapter 2, article III. (Ord. No. 2013-51, § 2, 9-3-2013; Ord. No. 2015-11, § 8, 4-7-2015)									

Supp. No. 2

CD243

FUTURE LAND USE MAP



FUTURE LAND USE DESCRIPTION

FUTURE LAND USE ELEMENT GOALS OBJECTIVES AND POLICIES

B. Heavy Industrial

Purpose: To depict those areas of the City that are now developed, or appropriate to be developed, in a general industrial manner and location consistent with surrounding use, transportation facilities, and natural resource characteristics. Heavier industrial land uses are generally appropriate to locations with sufficient size to encourage either an industrial park type arrangement with provision for internal service access or as a stand alone industrial location, both of which incorporate adequate buffering of adverse noise, odor, or emissions; with minimal adverse impact on adjoining uses; and served directly by an arterial road network as well as by transit.

Density: Not permitted.

Maximum FAR: 0.75

5. Recreation/Open Space

A. Recreation/Open Space (R/OS)

Purpose: To provide land for public, semipublic, or privately-owned areas intended for active recreational uses. Permitted uses within this category include ball fields, golf courses, archery ranges, sports complexes, outdoor recreation areas, contoured golf courses, public parks, picnic areas and gymnasiums. Recreation uses are provided for in all zoning districts as principal uses or special exceptions depending on the specific districts and whether they are public or private and indoor or outdoor.

Density: Not permitted.

Maximum FAR: 0.5

6. Open Space/Conservation

A. Open Space/Conservation (OS/C).

Purpose: This category includes two (2) subcategories: Parks, which includes public areas used for passive recreation, and Conservation which consists of areas within the City that have significant limitations to development, related to elevations, soils, probability of flooding, relationship to a major water body, wetland characteristics, or similar factors. This category of land use is applicable to all zoning districts.

Density: Not permitted.

Maximum FAR: 0.5

B. Activity Center

Purpose: To encourage the development of master planned, mixed-use developments that serve as a catalyst for economic development opportunities and provide for balanced, integrated communities. Density and intensity standards are listed under Policy 1.7.7 of the Future Land Use Element.

QUALIFICATIONS OF THE APPRAISER

**R. TODD HEFFINGTON, MAI
911 BEVILLE ROAD, STE. 8
DAYTONA BEACH, FL 32119**

Email: todd@heffingtonandassociates.com

BUSINESS AND PROFESSIONAL AFFILIATIONS

Member, Appraisal Institute
State Certified General Real Estate Appraiser - State of Florida, License RZ2368
Florida Real Estate Salesman, License SL 0589200
Member DeLand-West Volusia Board of Realtors

EDUCATION

B.S. Degree Real Estate, University of Florida, 1992
Master of the Arts Degree in Real Estate, University of Florida, 1994
Numerous continuing education courses and seminars

APPRAISAL EXPERIENCE

Clayton, Roper, and Marshall, May 1993 through August 1993
Heffington & Associates, September 1, 1993 to Present

Completed appraisals on Single-family Residences, Vacant Residential Land, Agricultural Land, Producing Agricultural Properties, Vacant Commercial Properties, Apartment Developments, Industrial Properties, Golf Courses, Office Buildings, Condemnation Appraisals

COURT QUALIFICATIONS

Qualified as expert witness for Real Estate Valuation
Provided testimony in court hearings for condemnation, deficiency judgments, etc.

PARTIAL LIST OF CLIENTS

Surety Bank
Fairwinds Credit Union
Intracoastal bank
Ameris Bank
City of Daytona Beach
City of New Smyrna Beach
City of South Daytona
County Volusia
School Board of Volusia County
Daytona Beach International Airport

South State Bank N.A.
Farm Credit of Florida
Mainstreet Community Bank
Seacoast Bank
Wells Fargo
City of DeLand
City of Ormond Beach
City of Port Orange
Florida Department of Transportation

901 Airport Road, Penland & Pomerence parcel application

**Information from the Volusia Forever
Committee January 26, 2022 packet**



VOLUSIA FOREVER LAND ACQUISITION PROGRAM
NOMINATION FORM



11.A.e

Please use this form to nominate property for consideration for acquisition in accordance with the terms set forth in the Volusia Forever program and associated criteria. This form may also be used by a citizen wishing to nominate property in the county for acquisition, whether owned by that person or not.

ARE YOU THE PROPERTY OWNER? ☒ Yes ☐ No (If not, please be aware this is a willing seller program)

A. YOUR CONTACT INFORMATION:

Name: MELISSA PENLAND & ROBERT POMERENKE
Address: 901 N. BEACH STREET, ORMOND BEACH, FL 32174
Phone: 386-405-3727 Email: melissa@hotactionswi.com

I am nominating this property for consideration as (please select one or more of the choices below):

☒ Environmentally Sensitive Land ☐ Working Forests and Farmlands ☐ Small Lot Acquisition

B. PROPERTY OWNERSHIP: ☐ Same as above ☐ Unsure

Name: PENLAND & POMERENKE, INC
Address: 307 DIVISION AVENUE, ORMOND BEACH, FL 32174
Phone: 386-405-3727 Email: melissa@hotactionswi.com

C. PROPERTY INFORMATION

Property Address/Location (if available): 901 Airport Road, Ormond Beach, FL 32174
Full Parcel Identification Number(s)¹ _____
Size of parcel (in acres) ~~18.997~~ acres 18.6 acres

I would like this property to be considered for (please select one or more of the choices below):

☒ Fee Simple Purchase ☐ Conservation Easement Purchase ☐ Unknown

D. PROPERTY DESCRIPTION

Briefly describe the character of the parcel(s) (e.g. wetlands, swamps, scrub, pine forest, property configuration, topography, etc.) and approximate acreage of the individual land characteristics.

The property is approximately 18.6 acres. A little over half of the property is in Flood Zone AE with wetland vegetation present. A portion of Bear Creek meanders through the property connecting to the Tomoka River. The south east boundary is adjacent to the City of Ormond Beach Riverbend Nature Park.

¹ Available at the Volusia County Property Appraiser's Website: <https://vcpa.vcgov.org/>



VOLUSIA FOREVER LAND ACQUISITION PROGRAM NOMINATION FORM



11.A.e

Briefly explain why this parcel(s) should be considered as eligible for purchase in the Volusia Forever Land Acquisition Program (*Please review and consider the Environmentally Sensitive Land Criteria and Working Forest and Farmland Criteria*).

The property is adjacent to existing conservation land, Riverbend Nature Park and has a portion of Bear Creek meandering through the property connecting to the Tomoka River which links with open space/conservation lands to the north. The property has frontage on a waterbody with a little over half in the floodplain per FIRM 12127C0211K, effective 9/29/2017 and potentially contains high functioning wetland ecosystems. The land abuts Riverbend Nature Park which has existing trails. The public right-of-way is Airport Road which will easily provide access for appropriate management. Any upland, water body, or wetland restoration will be minimal. Please see attached maps.

E. SUGGESTED ADDITIONAL INFORMATION/ATTACHMENTS (if available to property owner or nominator).

- A vicinity map with sufficient information to locate the property in the field (i.e., roads, waterbodies, landmarks, etc.)
- A legal description, survey or map showing the boundaries of the property, existing streets, buildings, watercourses, easements, section lines and any deed restrictions or encumbrances.
- A copy of the existing designations on the applicable future land use and zoning maps².
- A map with designation of the property on a topographic/elevation map².
- Photographs representing the characteristics of the property.
- Any additional information that may be beneficial for committee consideration.

F. WILLING SELLER STATEMENT

By signing below, I hereby express my desire to have my property considered for acquisition under the Volusia Forever Program. I express my willingness to sell my property after successful negotiations (Leave blank if not the property owner).

MELUSSA PENLAND
Owner Name (Printed)

Melissa Penland
Owner Signature

11/10/21
Date

² Available at <https://www.volusia.org/services/growth-and-resource-management/planning-and-development/mapping-and-addressing/grm-interactive-map.shtml>



VOLUSIA FOREVER LAND ACQUISITION PROGRAM
NOMINATION FORM



11.A.e

Authorization to Enter Property Form

Re: Land submitted to the Volusia Forever Land Acquisition Program

I, MELISSA PENLAND, the Owner or the Owner's representative of the property described below agree that from the date this Agreement is executed, the staff of Volusia County or other public agencies, their agents, representatives or contractors, upon reasonable notice, shall have the right to enter the property located at _____ for the purposes of environmental site review and for all lawful purposes associated with the evaluation of the property for acquisition consideration by the Volusia Forever Land Acquisition Program.

The granting of this permission by the undersigned is not intended, nor should it be construed, as an admission of liability on the part of the undersigned or undersigned successor's.

This permission is contemplated to be used for the following activities, which may be performed by the staff of Volusia County or other public agencies, their agents, representatives or contractors:

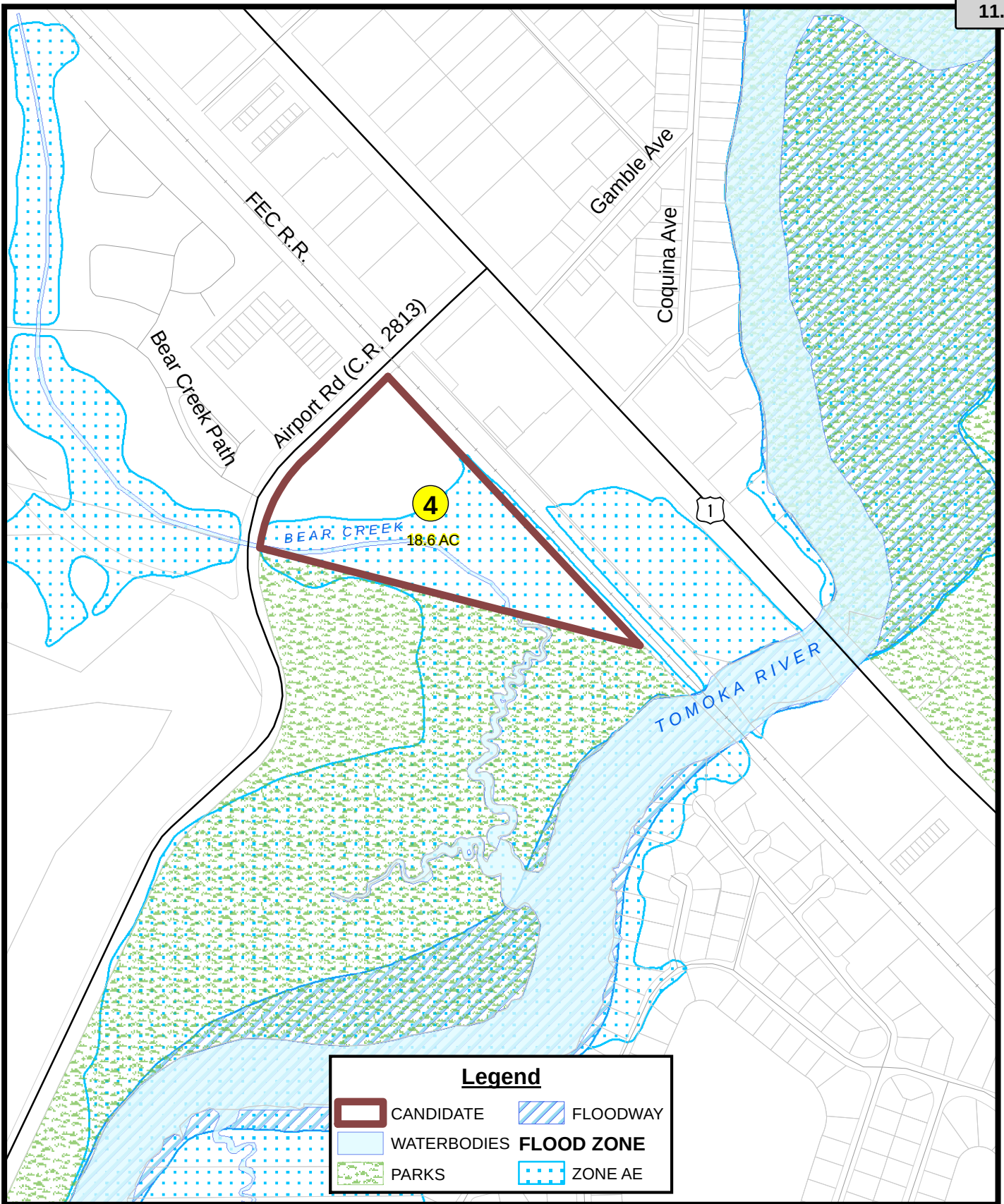
- Survey of the natural community types on-site property boundary survey prior to closing.
- Nondestructive surveys of the flora and fauna on-site, including the identification and survey of rare, threatened or endangered plants and animals.
- The collection of written and photographic data required for comprehensive site review during the site selection process or property appraisal review.
- Survey of the property boundaries.

MELISSA PENLAND
Owner Name (Printed)

Melissa Penland
Owner Signature

11/10/21
Date

Return completed application & attachments to: Volusia Forever Program 123 W. Indiana Avenue, Suite 200 DeLand, FL 32720 Fax: 386-943-7082 Email: forever@volusia.org	For Office Use Only File Number: _____ Acceptance Date: _____
--	--

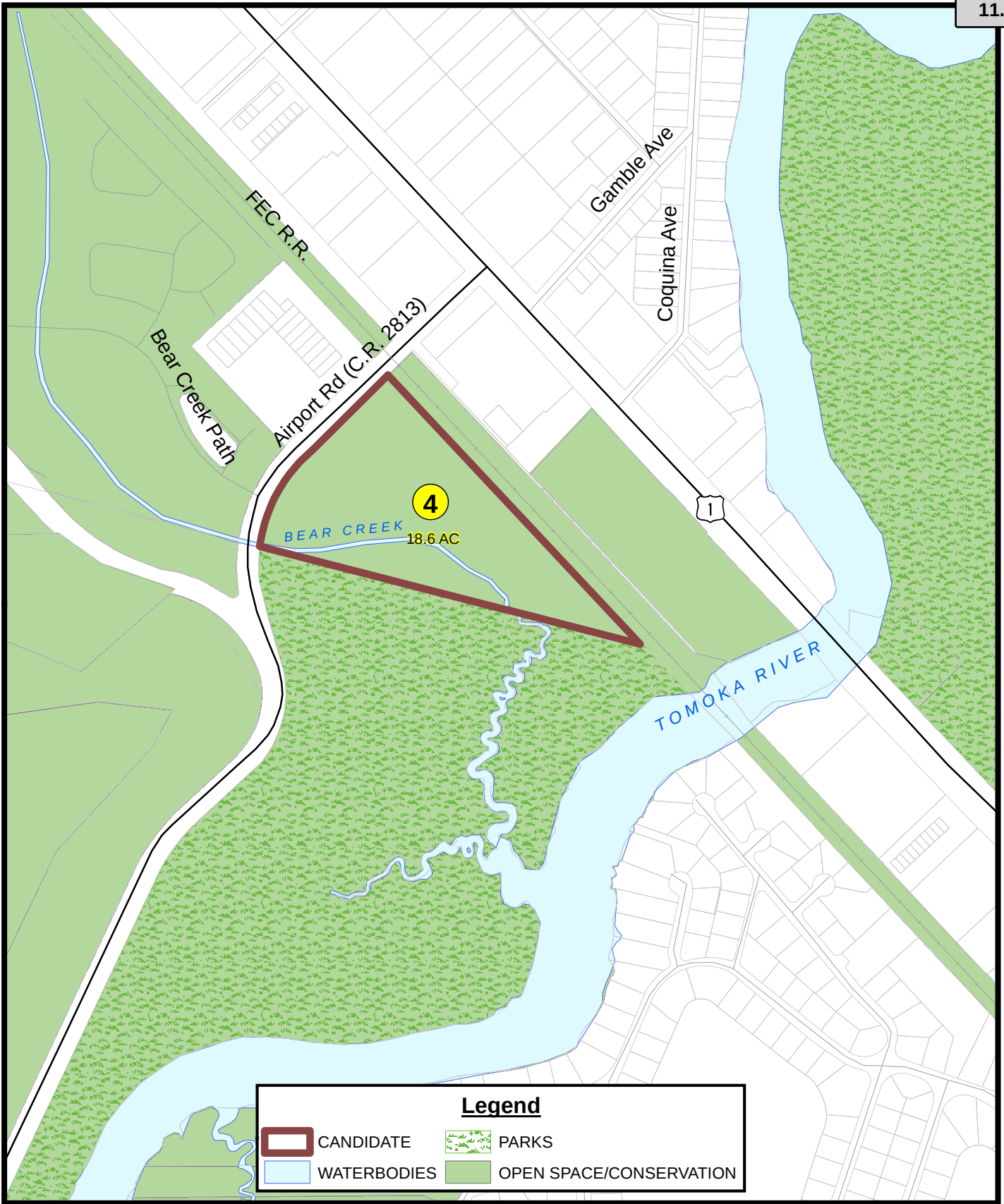


Volusia Forever Environmental Land Candidates - Map 2 Flood Zones & Floodways

Prepared By: The City of Ormond Beach
G.I.S. Department - November 4, 2021



1 inch = 600 feet

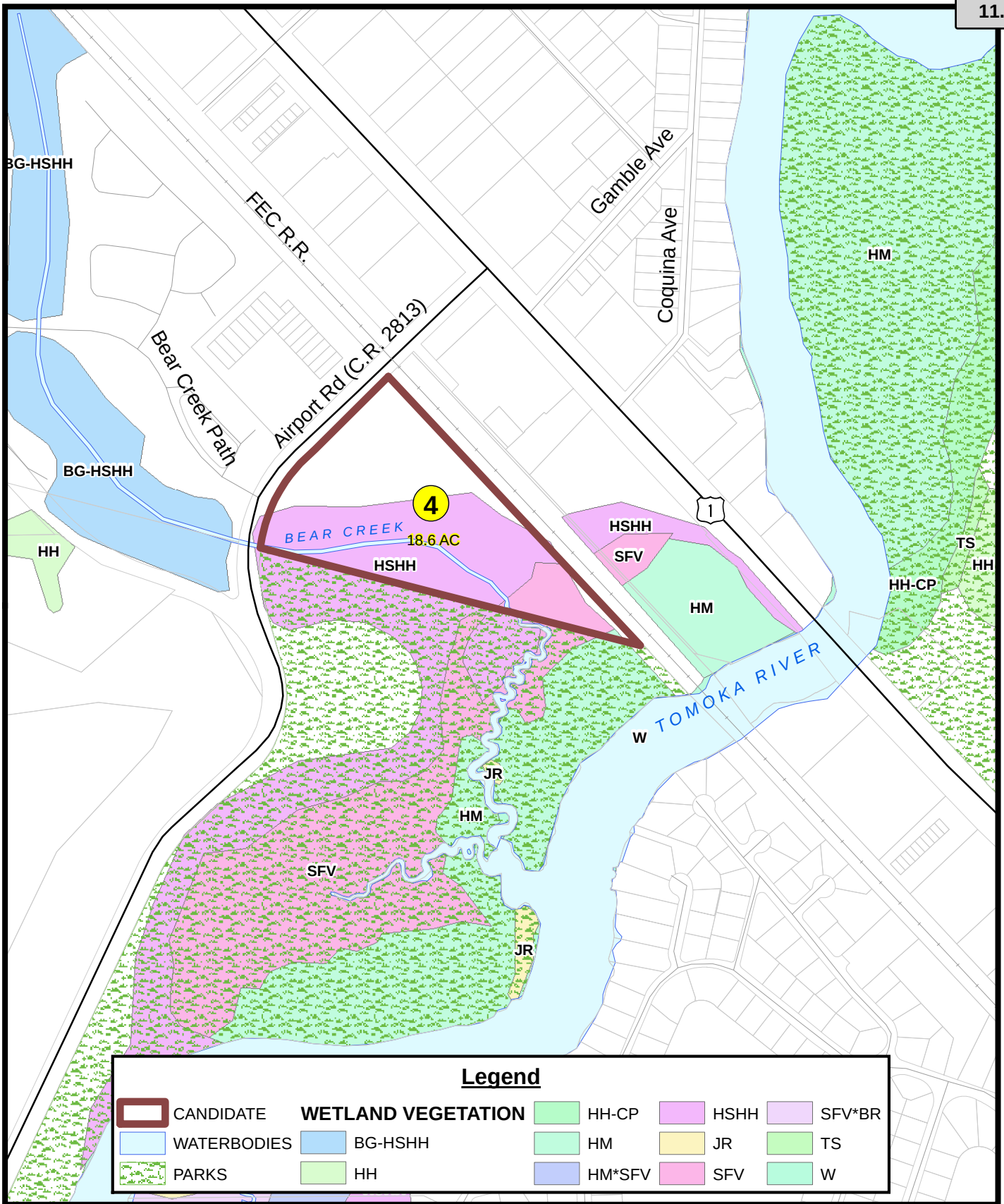


Volusia Forever Environmental Land Candidates - Map 2 Open Space/Conservation

Prepared By: The City of Ormond Beach
G.I.S. Department - November 4, 2021



1 inch = 600 feet

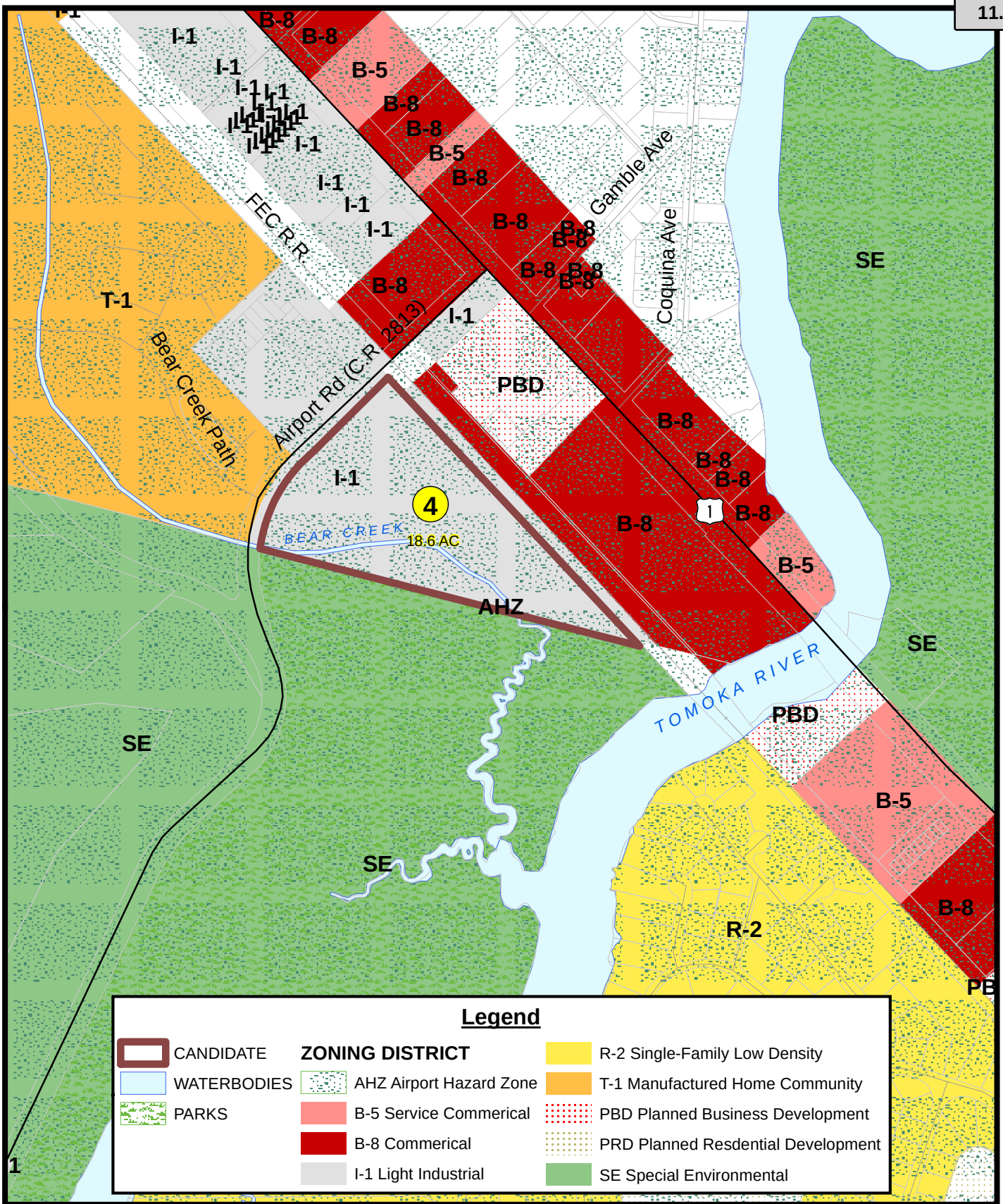


Volusia Forever Environmental Land Candidates - Map 2 Wetland Vegetation

Prepared By: The City of Ormond Beach
G.I.S. Department - November 4, 2021



1 inch = 600 feet



Volusia Forever Environmental Land Candidates - Map 2 Zoning Districts

Prepared By: The City of Ormond Beach
G.I.S. Department - November 4, 2021



1 inch = 600 feet

Initial Review Report**Score:** 10**Project:** Penland & Pomeranke**Date:** 1/10/2022**Type:** FS/ESL**PROXIMITY AND CONNECTIVITY**

- | | Meets Criteria (Y/N) | | |
|---|----------------------|--------------|------|
| 1. Is the property functionally adjacent to existing conservation land (conservation easement or public ownership) or a Volusia Forever eligible property? | <u>Y</u> | Low <u>X</u> | High |
| 2. Will the acquisition maintain the ecological link or habitat corridor between two or more otherwise unconnected existing conservation lands (conservation easement or public ownership)? | <u>N</u> | Low | High |
| 3. Is the property within Priority 1, 2 or 3 of the Florida Ecological Greenways Network (i.e. the Florida Wildlife Corridor) or the County's Environmental Core Overlay? | <u>Y</u> | Low <u>X</u> | High |

FURTHERANCE OF ACQUISITION EFFORTS

- | | | | |
|---|----------|-----|------|
| 4. Will the acquisition further a project begun under previous or existing governmental land acquisition programs? | <u>N</u> | Low | High |
| 5. Based upon preliminary assessment (i.e., partnership experience, property size, location and features), is there a reasonable expectation of matching funds from other sources to assist in the acquisition? | <u>N</u> | Low | High |

WATER RESOURCES

- | | | | |
|--|----------|-----|------|
| 6. Does the property contain a significant area of medium or high groundwater recharge as determined by St. Johns River Water Management District Upper Floridan Aquifer Groundwater Recharge Map? | <u>N</u> | Low | High |
|--|----------|-----|------|

7. Does the property contain or have frontage on a waterbody or is it within the 100-year floodplain?

Y

X

Low High

8. Does the property contain springs and/or other unique geological features that enhance environmental resources, protect water quality, enhance water recharge, and/or protect the aquifer?

N

Low High

9. Does the property have the potential to capture beneficial recharge, reduce water consumption within a springshed, or replace degraded freshwater supplies?

N

Low High

ENVIRONMENTALLY SENSITIVE LANDS

10. Is there the potential that acquisition of the property will protect or maintain populations of any Federal or State listed species (including, but not limited to, endangered, threatened or species of special concern) which may typically be expected to occur on the property?

Y

X

Low High

11. Does the property contain viable acreage of one or more scarce or unique communities, as identified by the Florida Natural Areas Inventory, or other significant upland community?

unknown

Low High

12. Does the property contain coastal or estuarine habitats or areas vulnerable to sea level rise by 2040?

Y

X

Low High

13. Does the property contain high functioning or potentially high functioning wetland ecosystems?

Y

X

Low High

PROVIDE RESOURCE BASED RECREATIONS LANDS

14. Does the property offer the potential for the establishment or enhancement of resource based public use opportunities, including Greenways, Blueways and trails? Y X Low High
15. Does the property have public right of way (roads or trails) accessing or abutting? Y X Low High
16. Does the property contain an archeological site or historical resources? N Low High

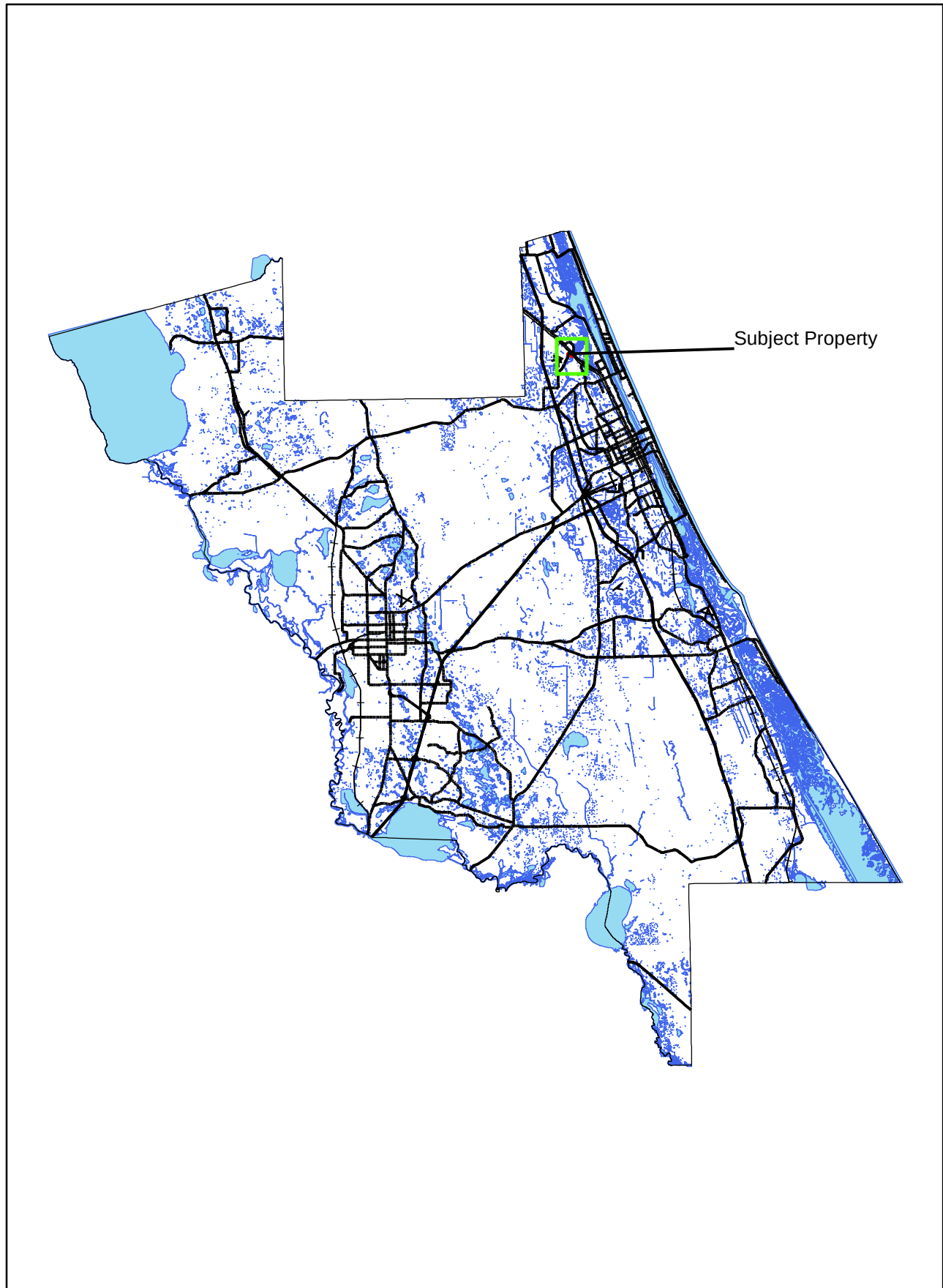
MANAGEMENT

17. Is the size, access, and location of the property appropriate for cost effective management or will it be managed by others? N Low High
18. Is there limited (<5% by ocular view) Florida Exotic Pest Council Category 1 invasive exotic plant coverage observed? Y X Low High
19. Is the percentage of uplands, water bodies, or wetlands requiring restoration minimal? Y X Low High

General Location

11.A.e

Penland & Pomerence-Parcel 423801400010



 VF Applicant Property

Map Prepared By: County of Volusia
Environmental Management Division

Public Access/Right of Way

11.A.e

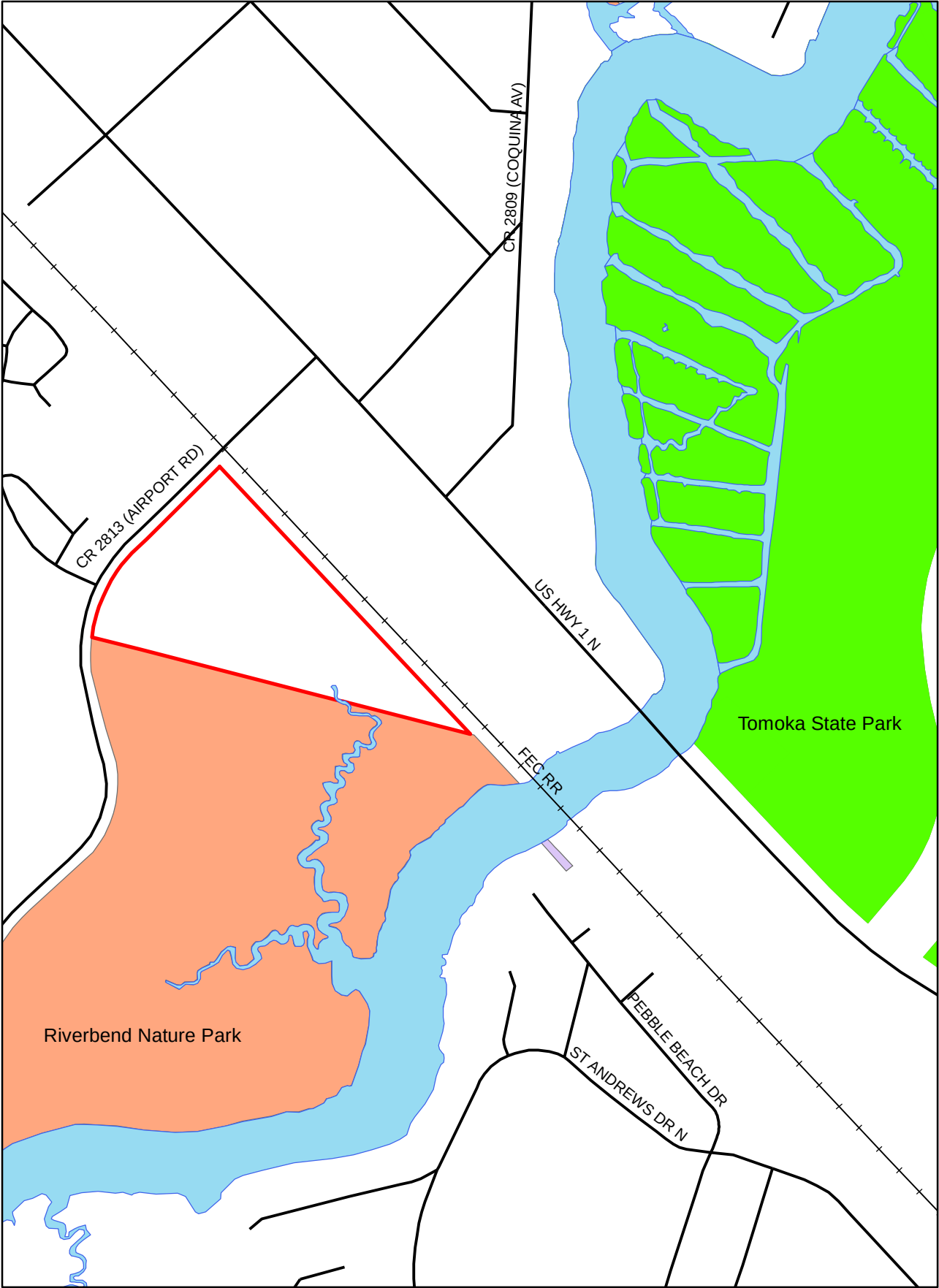
Penland & Pomeranke-Parcel 423801400010



 VF Applicant Property

Existing Conservation Lands

Penland & Pomeranke-Parcel 423801400010

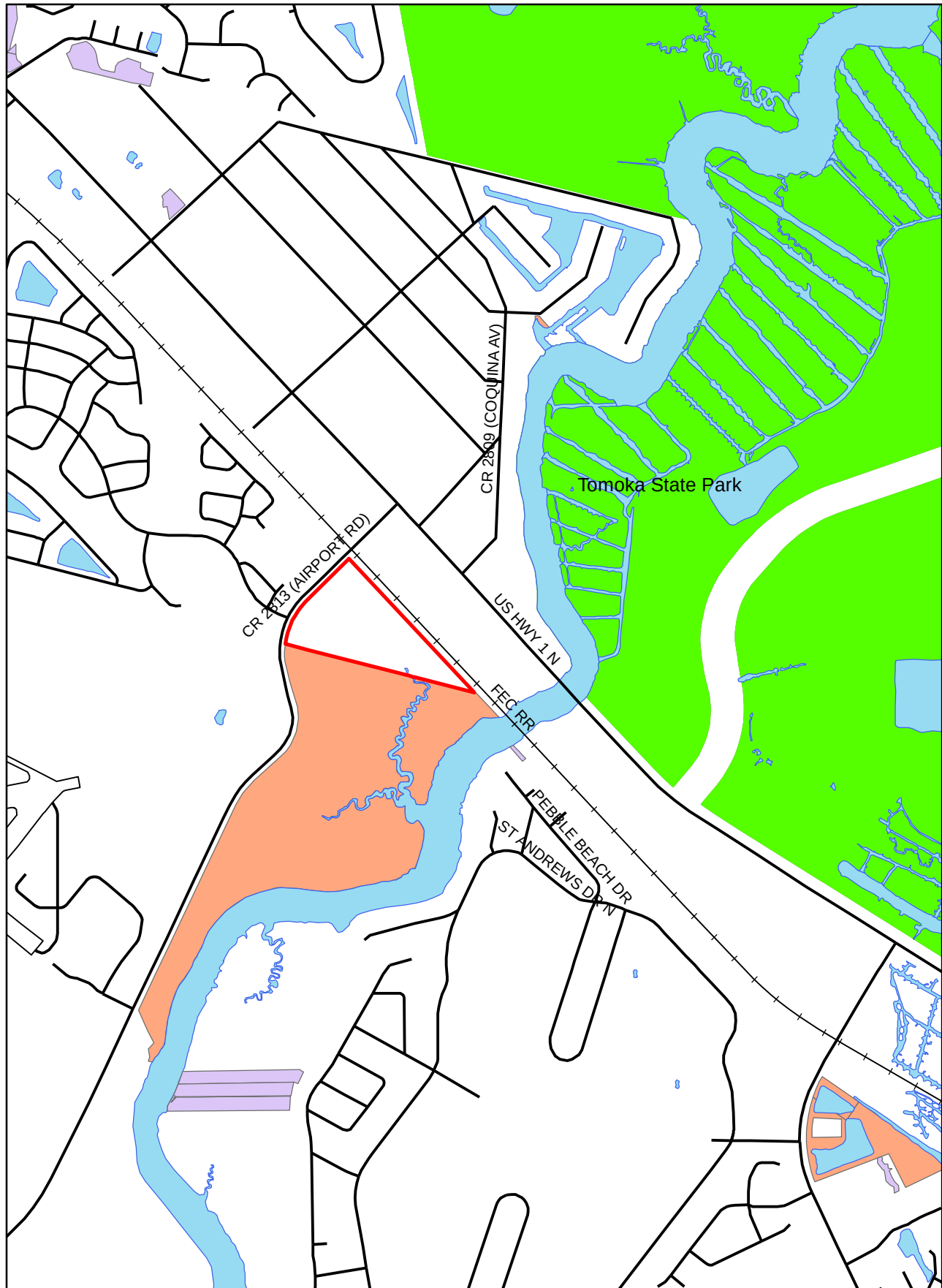


-  VF Applicant Property--18.61 GIS Acres
-  Conservation Easement
-  Existing Public Conservation Land
-  Existing Park (City of Ormond Beach)

Ecological Link

11.A.e

Penland & Pomeranke-Parcel 423801400010

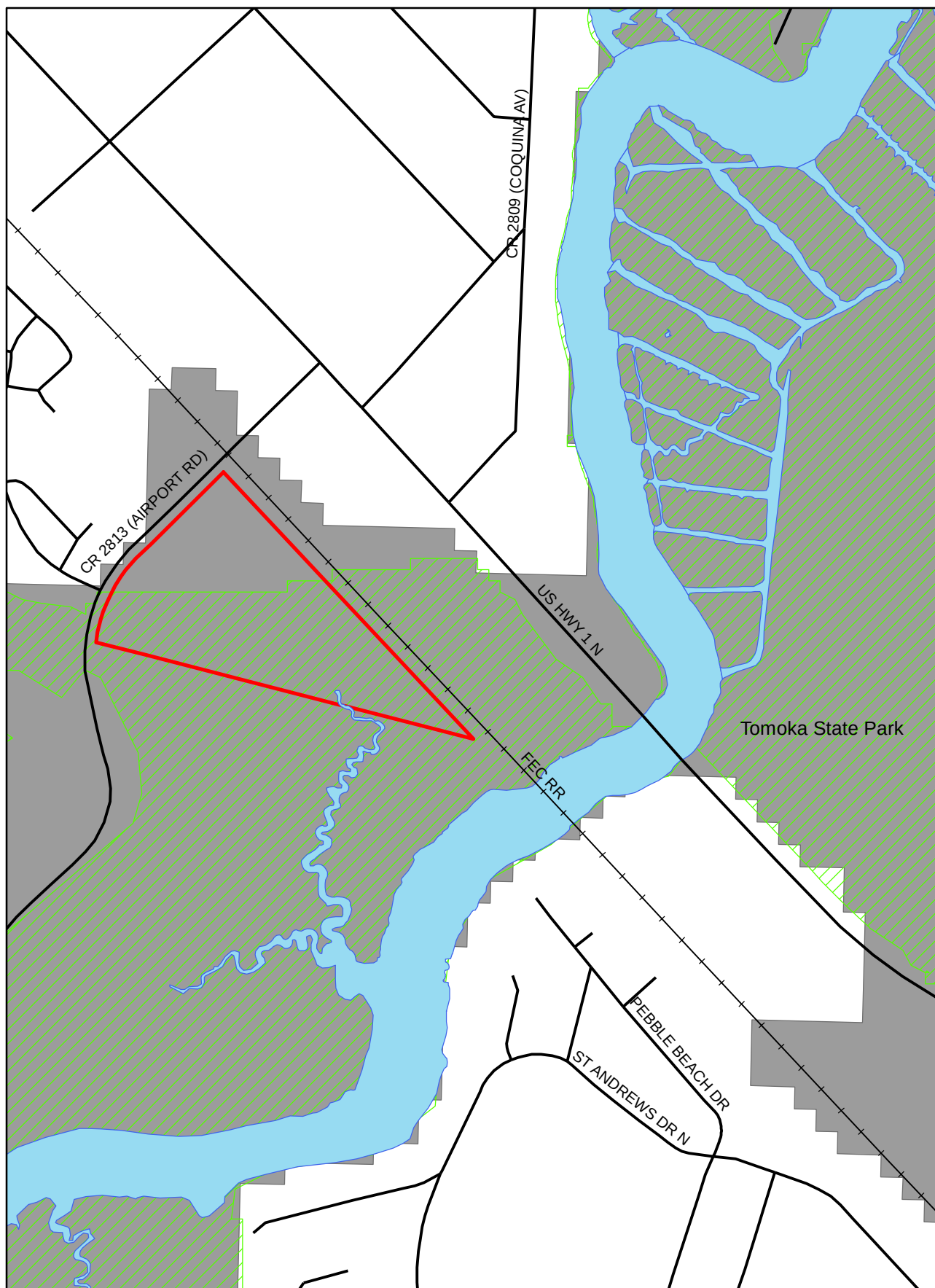


-  VF Applicant Property
-  Conservation Easement
-  Existing Public Conservation Land
-  Existing Park (City of Ormond Beach)

Ecological Greenways/ECO

11.A.e

Penland & Pomeranke-Parcel 423801400010



VF Applicant Property



Environmental Core Overlay

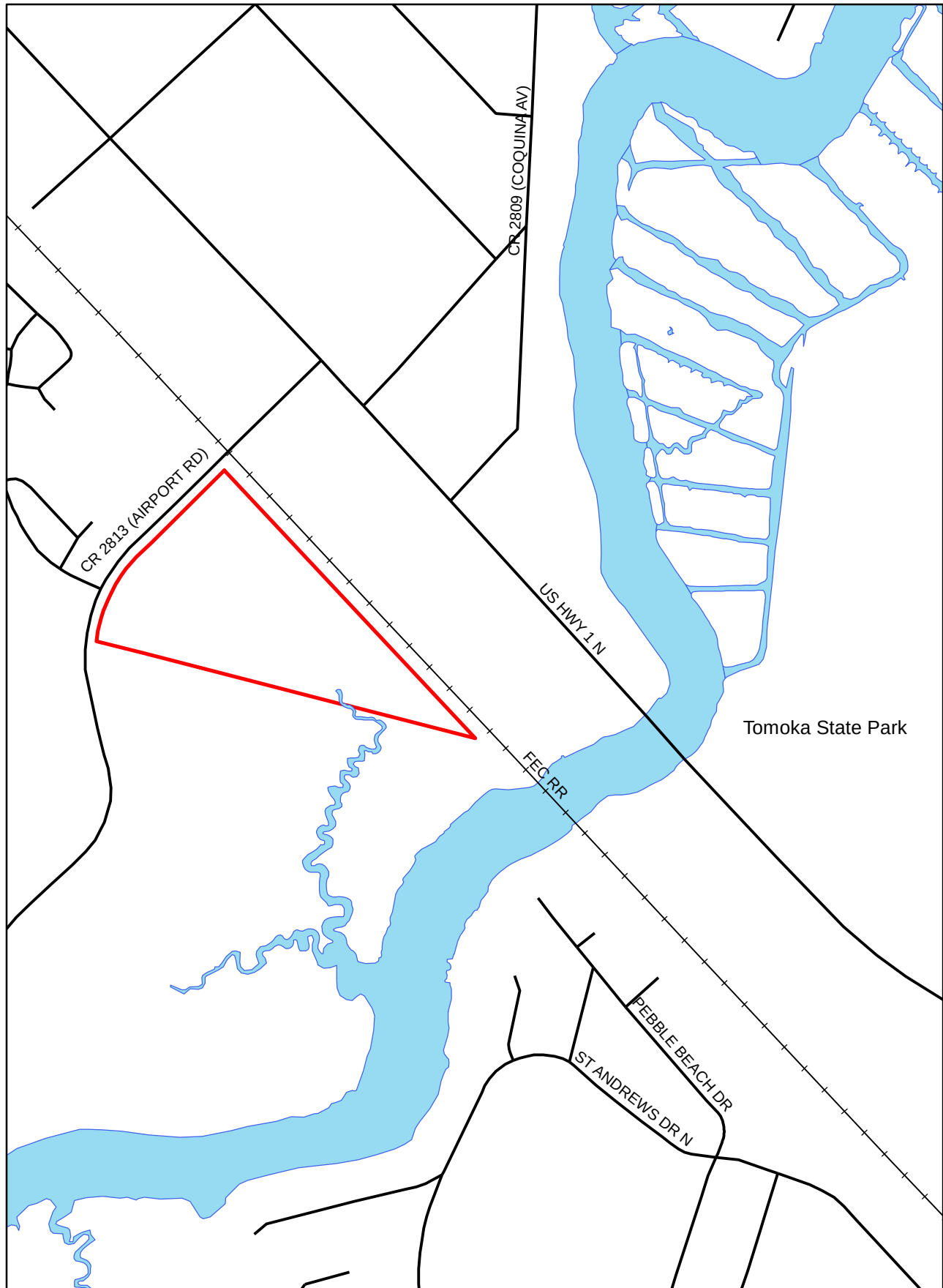


Ecological Greenways Network-Priority 5

Land Acquisition Programs

11.A.e

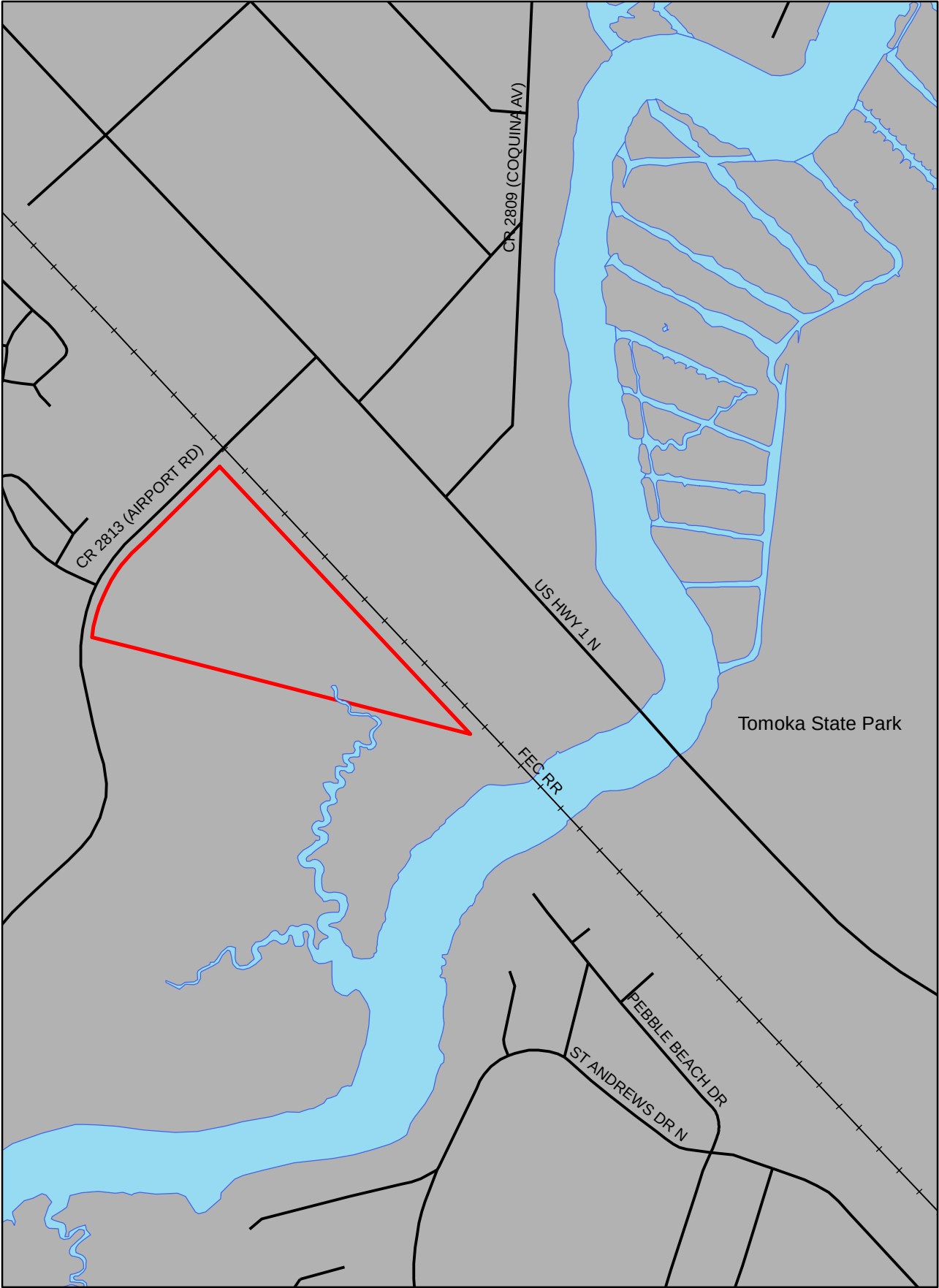
Penland & Pomeranke-Parcel 423801400010



-  VF Applicant Property
-  SJRWMD 5-Year Acquisition Plan-None in Area
-  Florida Forever Projects-None in Area

Groundwater Recharge

Penland & Pomeranke-Parcel 423801400010

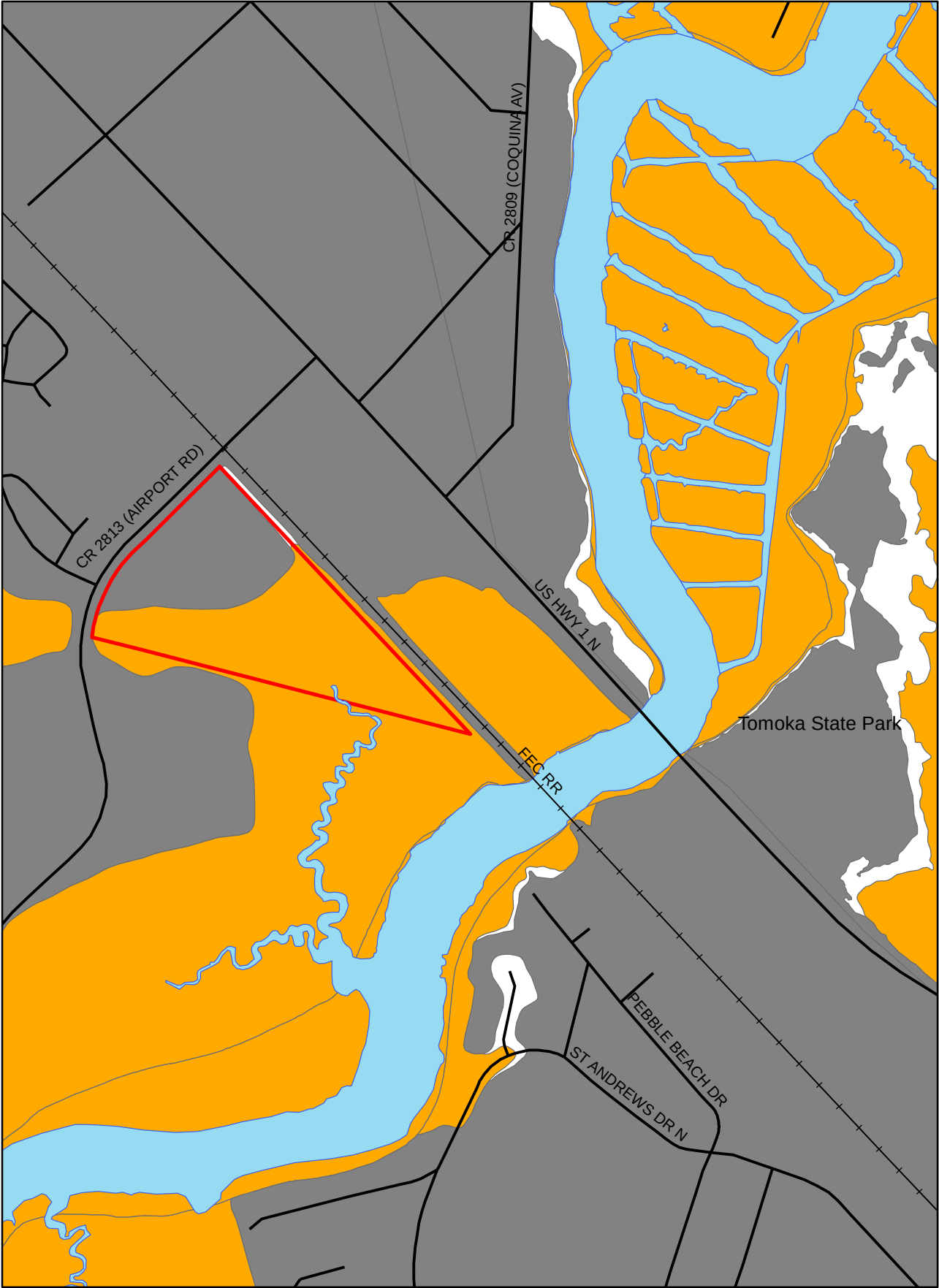


VF Applicant Property

2015 SJRWMD Groundwater Recharge

Low

Penland & Pomerence-Parcel 423801400010

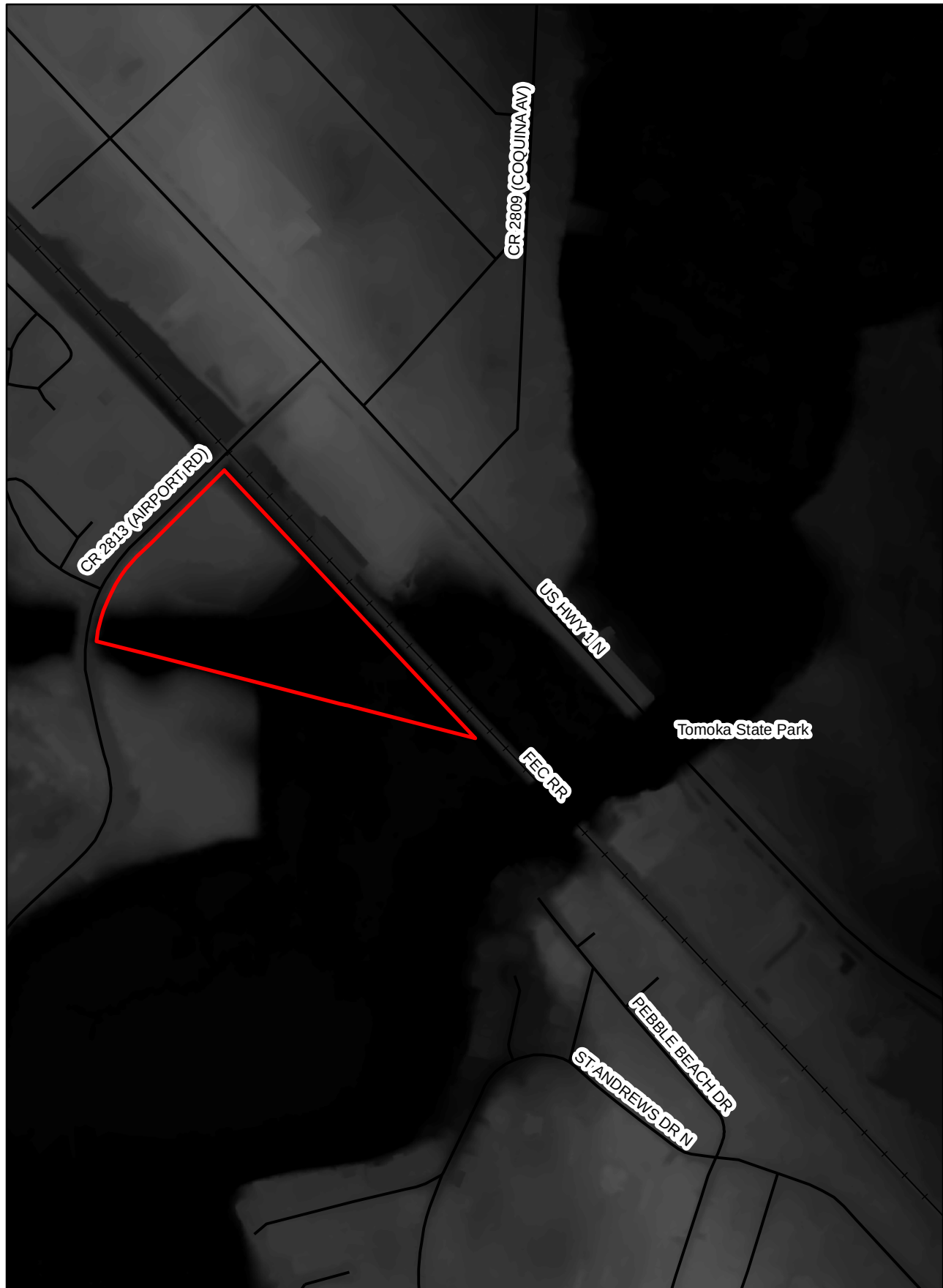


 VF Applicant Property

FEMA Flood Insurance Rate Map

-  Special Flood Hazard Areas Inundated by the 100-Year Flood
-  Area Outside 100-Year Floodplain

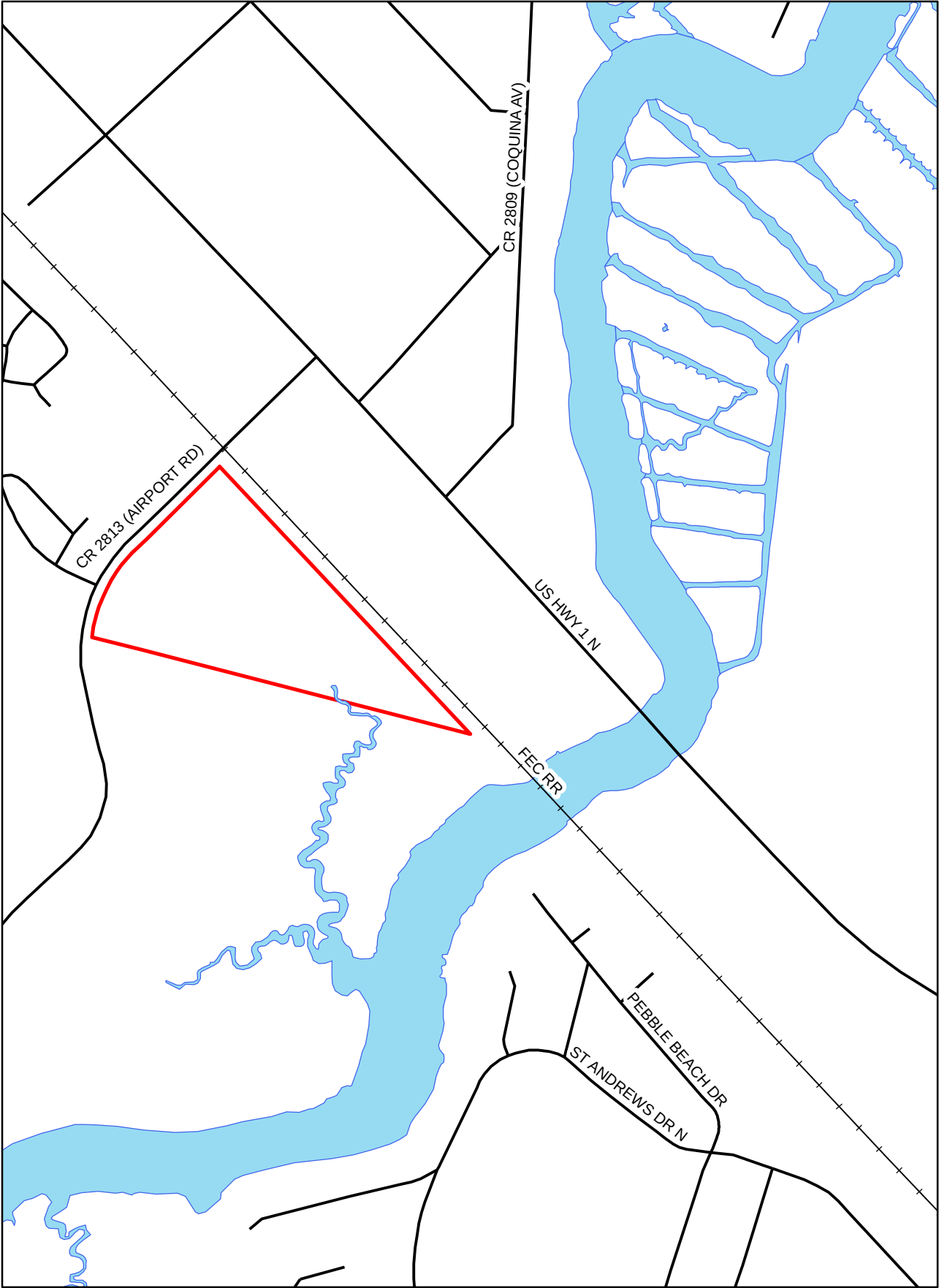
Penland & Pomeranke-Parcel 423801400010



 VF Applicant Property
2006 Lidar
Value
High : 136.95
Low : -30.23

Springs PFA/BMAP

Penland & Pomeranke-Parcel 423801400010

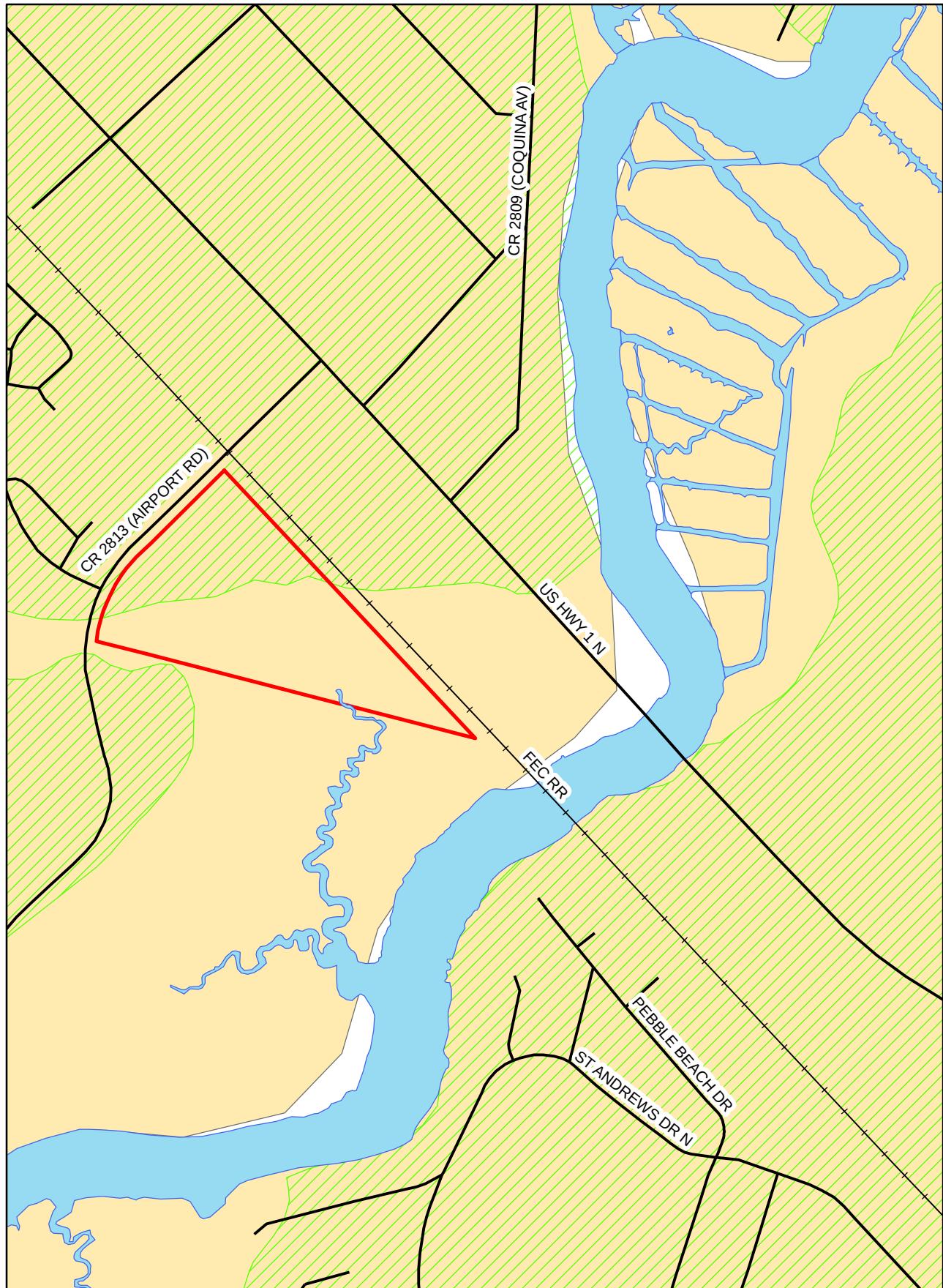


-  VF Applicant Property
-  Springs PFA-None in Area
-  BMAP-None in Area

Protected Species

11.A.e

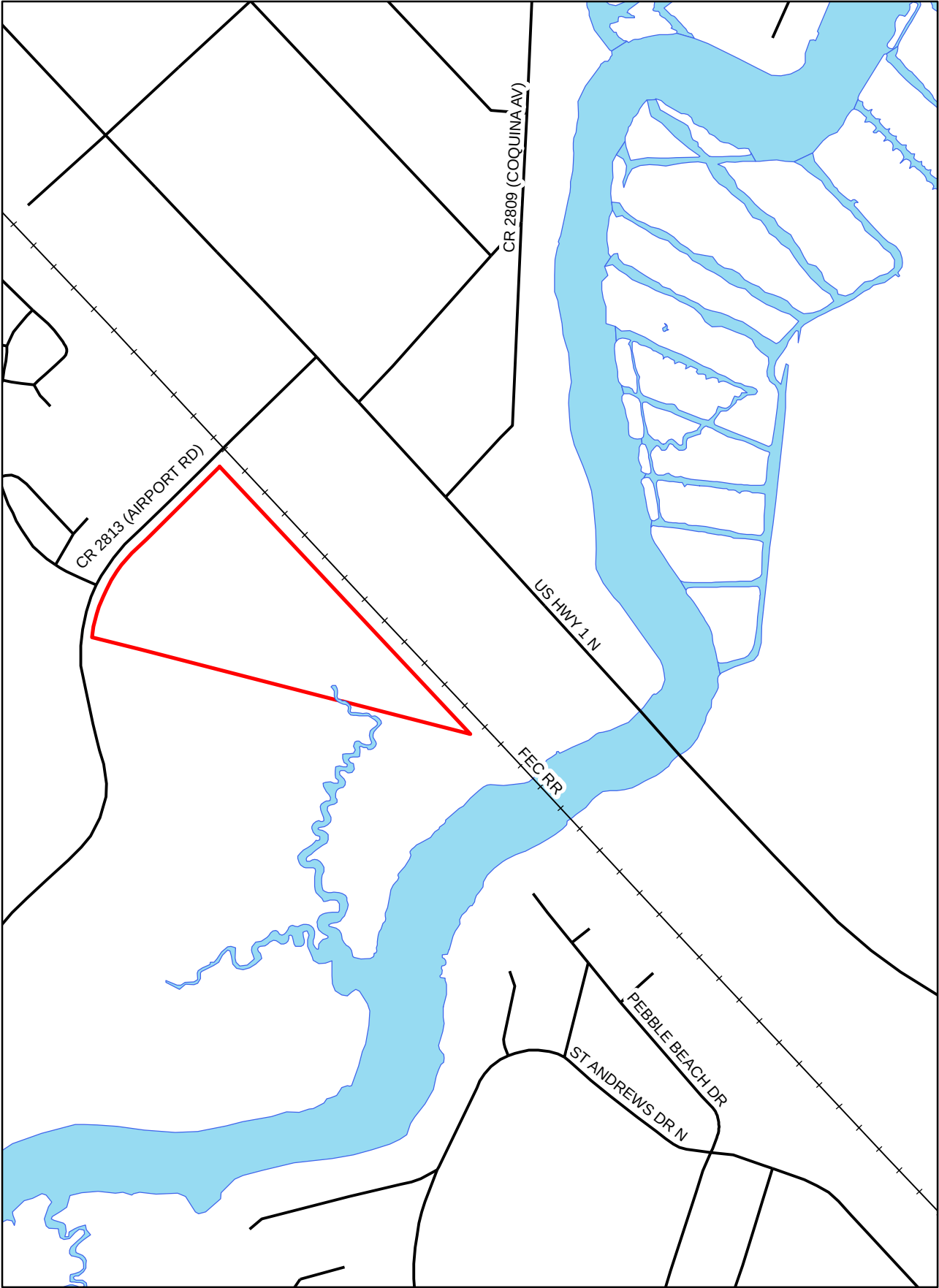
Penland & Pomeranke-Parcel 423801400010



- Eagle Nests-None in Area
- ▭ VF Applicant Property
- ▭ Scrub Jay Habitat-None in Area
- ▨ Gopher Tortoise Overlay
- ▭ Black Bear Range-Frequent

Cooperative Land Cover

Penland & Pomeranke-Parcel 423801400010

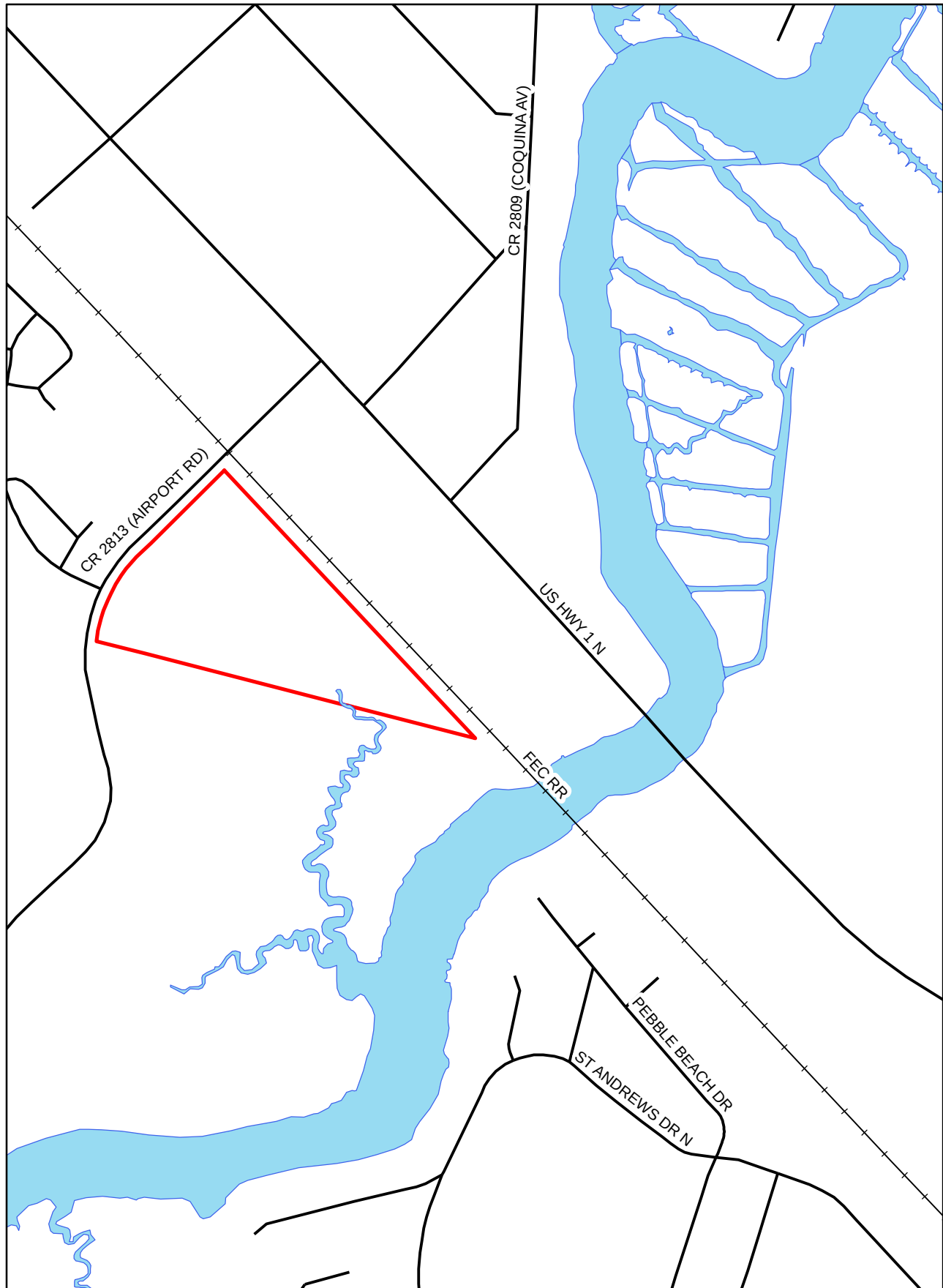


 VF Applicant Property
 No Scarce or Unique Natural Communities in the Area

FLUCCS Vegetation

11.A.e

Penland & Pomeranke-Parcel 423801400010



 VF Applicant Property

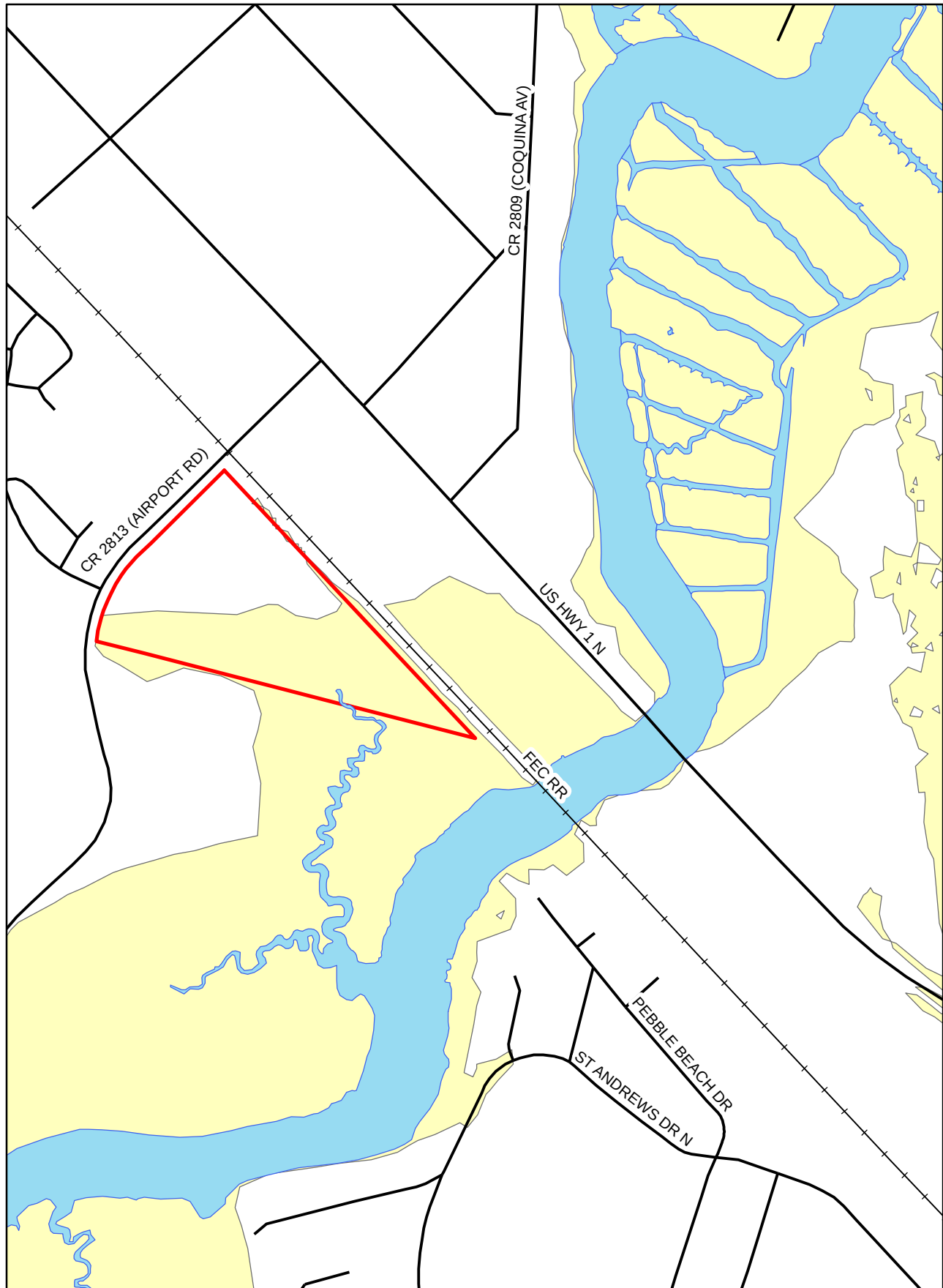
No FLUCCS Info available. Within City Limits

Packet Pg. 784

Sea Level Rise

11.A.e

Penland & Pomeranke-Parcel 423801400010

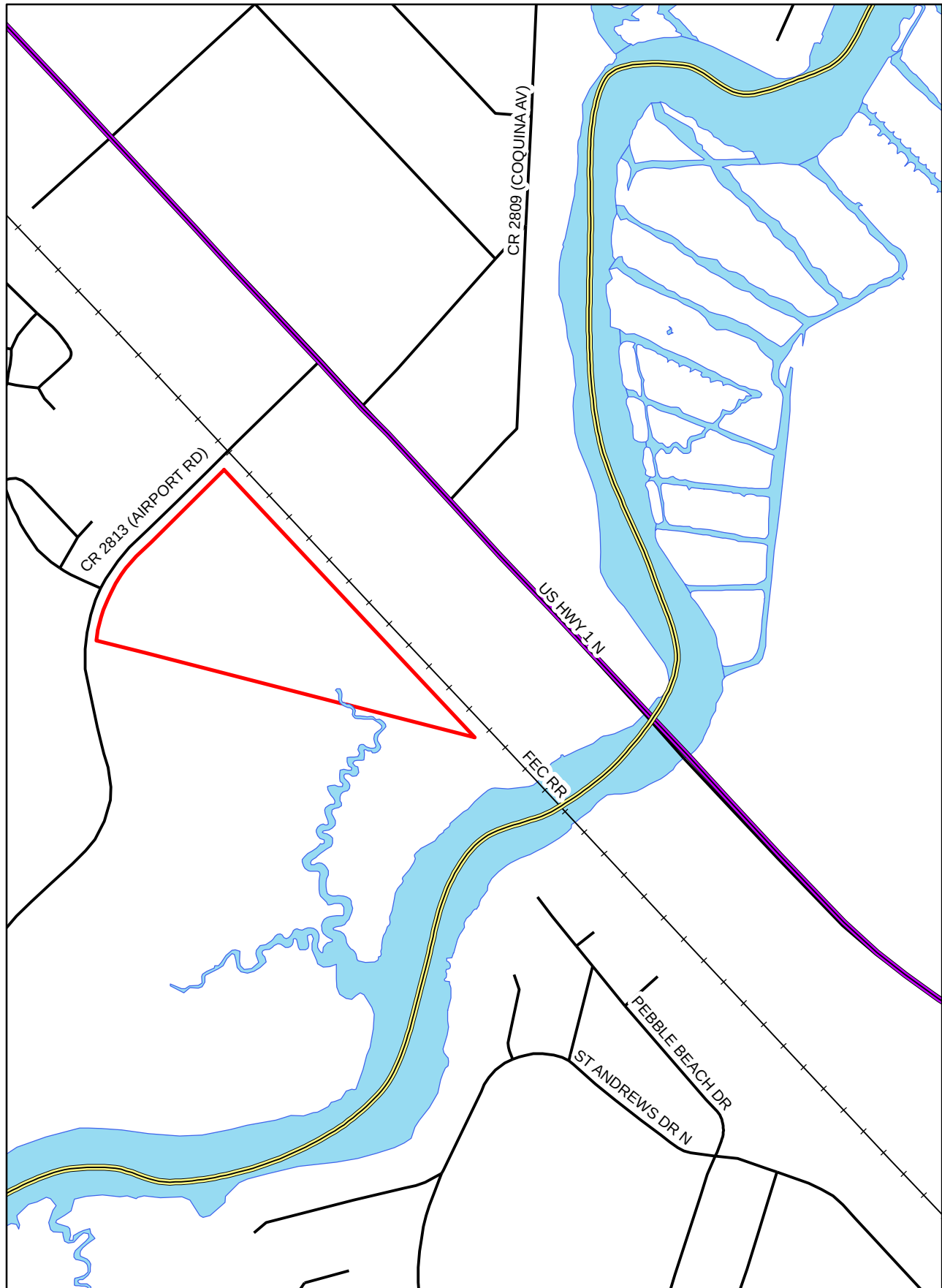


 VF Applicant Property
 NOAA Sea Level Rise-5 Feet

Existing Trails

11.A.e

Penland & Pomerence-Parcel 423801400010



- Existing Trails
- Future Trails
- VF Applicant Property

901 Airport Road, Penland & Pomerence parcel application

**Information from the Volusia County
Council April 4, 2022 agenda packet**

VOLUSIA FOREVER PROGRAM PROJECT RANKING REPORT

DATE: February 24, 2022

APPLICATION TYPE: Fee Simple Acquisition

SITE NAME (APPLICATION NUMBER): 2021-2-1432 Penland & Pomerence

OWNER NAME: Penland and Pomerence, Inc.

SIZE: 19 +/- acres

LOCATION: Ormond Beach, 901 Airport Road. The property's northeastern boundary parallels the Atlantic Coast Railroad.

SITE DESCRIPTION

The property is located in the northeast coastal area, west of US1 and south of CR2813. The future land use is designated Open Space/Conservation (OS/C) and zoning classification is Industrial Light (I-1).

The OS/C designation states that the city shall acquire or dedicate lands to ensure their protection where there are environmental assets that shall be preserved, as well as providing community access and/or recreation opportunities/value to the community.

The I-1 classification provides sites in appropriate locations for light industrial operations which do not generate objectionable on- or off-site impacts including odors; smoke; dust; refuse; electromagnetic interference; or noise; or which would have an adverse impact on the city's wastewater treatment system; or result in hazardous environments for workers or visitors. This district (zoning) is not intended to accommodate heavy industrial activities.

NATURAL AREA DESCRIPTION

The property is within the City of Ormond Beach and sits along the north side of the Tomoka River. The upland portion of the property is closest to the road and bottomland/floodplain swamp and floodplain marsh dominate the southeastern portion. Bear Creek, a tributary of the Tomoka River, traverses the land.

Natural communities on site are floodplain marsh, floodplain swamp and upland mixed forest. Wetlands make up a majority of the natural area. Floodplains store and convey stormwater, run-off, natural rise in river and protect water quality. These areas appear to be functioning properly. The swamp consists of tupelo and water hickory. The marsh has herbaceous ground cover. The portion along Airport Road has upland tree species, such as sabal palms, eastern red cedar, magnolia and oaks. This is the only upland area on the parcel. Airport Road along this property exhibits typical disturbed edge effect due clearing of the right of way.

CONNECTIVITY TO OTHER CONSERVATION LANDS

The property abuts Ormond Beach's Riverbend City Park which lies directly south of the applicant's property. Tomoka State Park lies on the east side of US Highway 1 N. The railroad and the highway cut off the land connectivity to this state park; thus, the river is the only physical connection.

HISTORICAL/ARCHAEOLOGICAL SIGNIFICANCE

There are no known significant historic buildings, structures, or archaeological sites. No formal comprehensive archaeological survey of this property has been conducted.

MANAGEMENT ISSUES

The property is not near other Volusia County Resource Stewardship managed properties. Thus, management will have lower efficiency due to travel time. However, the City of Ormond Beach is willing to manage the property, if acquired.

ECONOMIC/ACQUISITION ISSUES

The 2022 Total Just Value assigned by the Volusia County Property Appraiser to the property is \$268,827. The 2021 final property tax is \$4,730.76. This figure is for comparative purposes between properties and is not necessarily an accurate reflection of the true cost of the property, if acquired by the Volusia Forever Program.

POTENTIAL MATCHING FUNDS SOURCE

No matching fund sources have been identified for this property. The City of Ormond Beach made the property owners aware of the Volusia Forever program and encouraged/assisted them to apply. Staff did make contact with the City of Ormond Beach who have indicated they have no funding currently identified to assist in the acquisition of this property.

OTHER CONSIDERATIONS

None.

VOLUSIA FOREVER CRITERIA

This property meets ten (10) of the nineteen (19) Site Ranking Criteria. This included two (2) criteria from Proximity and Connectivity, none from Furtherance of Acquisition Efforts, one (1) from Water Resources, three (3) from Environmentally Sensitive Lands, two (2) from Provide Resource Based Recreation Lands, and two (2) from Management (Initial Review Report was provided during the Eligibility meeting on January 26, 2022).

Site Ranking Criteria

Score: 10

Project: Penland & Pomeranke

Date: 1/10/2022

Type: FS/ESL

PROXIMITY AND CONNECTIVITY

- | | Meets Criteria (Y/N) | |
|---|----------------------|-------------------|
| 1. Is the property functionally adjacent to existing conservation land (conservation easement or public ownership) or a Volusia Forever eligible property? | <u>Y</u> | Low <u>X</u> High |
| 2. Will the acquisition maintain the ecological link or habitat corridor between two or more otherwise unconnected existing conservation lands (conservation easement or public ownership)? | <u>N</u> | Low _____ High |
| 3. Is the property within Priority 1, 2 or 3 of the Florida Ecological Greenways Network (i.e. the Florida Wildlife Corridor) or the County's Environmental Core Overlay? | <u>Y</u> | Low <u>X</u> High |

FURTHERANCE OF ACQUISITION EFFORTS

- | | | |
|---|----------|----------------|
| 4. Will the acquisition further a project begun under previous or existing governmental land acquisition programs? | <u>N</u> | Low _____ High |
| 5. Based upon preliminary assessment (i.e., partnership experience, property size, location and features), is there a reasonable expectation of matching funds from other sources to assist in the acquisition? | <u>N</u> | Low _____ High |

WATER RESOURCES

- | | | |
|--|----------|----------------|
| 6. Does the property contain a significant area of medium or high groundwater recharge as determined by St. Johns River Water Management District Upper Floridan Aquifer Groundwater Recharge Map? | <u>N</u> | Low _____ High |
|--|----------|----------------|

7. Does the property contain or have frontage on a waterbody or is it within the 100-year floodplain?

Y

X

Low High

8. Does the property contain springs and/or other unique geological features that enhance environmental resources, protect water quality, enhance water recharge, and/or protect the aquifer?

N

Low High

9. Does the property have the potential to capture beneficial recharge, reduce water consumption within a springshed, or replace degraded freshwater supplies?

N

Low High

ENVIRONMENTALLY SENSITIVE LANDS

10. Is there the potential that acquisition of the property will protect or maintain populations of any Federal or State listed species (including, but not limited to, endangered, threatened or species of special concern) which may typically be expected to occur on the property?

Y

X

Low High

11. Does the property contain viable acreage of one or more scarce or unique communities, as identified by the Florida Natural Areas Inventory, or other significant upland community?

unknown

Low High

12. Does the property contain coastal or estuarine habitats or areas vulnerable to sea level rise by 2040?

Y

X

Low High

13. Does the property contain high functioning or potentially high functioning wetland ecosystems?

Y

X

Low High

PROVIDE RESOURCE BASED RECREATIONS LANDS

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19. Is the percentage of uplands, water bodies, or wetlands requiring restoration minimal? Y X Low High