



City of Daytona Beach Shores

"Life is Better Here"

"A Premier, Friendly Place to Be"

AGENDA CITY COMMISSION MEETING SEPTEMBER 12, 2023

**6:00 PM, Shores Community Center, 3000 Bellemead Drive
Daytona Beach Shores, FL 32118**

Upon being recognized, a member of the public shall proceed to the podium and give his or her name and address and may, thereafter, speak for a maximum of three minutes on any matter relevant to a specific agenda item. During "Audience Comments," a member of the public may speak on any matter relevant to City business which is not on the agenda, for a maximum of three minutes in accordance with Section 2-1.1(d) and 2-2 of the City Code. In accordance with Section 2-2, during periods set aside for public discussion any person desiring to speak shall secure a form located at the agenda table, complete the form and present it to the City Clerk so the speaker can be recognized by the presiding officer. The use of profanity, obscene language, threats or any violent or abusive conduct by any person shall constitute a violation of this section. It shall be the duty of the Director of Public Safety, upon the order of the presiding officer at any such meeting, to forcibly, if necessary, evict any person violating the provisions of this section from the Commission Meeting Hall. Any such violation shall subject the offender, upon conviction thereof, to a fine and/or imprisonment as prescribed by Section 1-8.

- 1. CALL TO ORDER BY MAYOR**
- 2. ROLL CALL BY CITY CLERK**
- 3. PRAYER**
- 4. PLEDGE OF ALLEGIANCE**
- 5. NEW BUSINESS (TRIM PROCESS ONLY):**
 - A. Resolution 2023-11 A RESOLUTION OF THE CITY OF DAYTONA BEACH SHORES, VOLUSIA COUNTY FLORIDA, ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR VOLUSIA COUNTY FOR FISCAL YEAR 2023-24; PROVIDING AN EFFECTIVE DATE.**
 - B. RESOLUTION 2023-12 TENTATIVE BUDGET ADOPTION FY 2023-2024**
- 6. CEREMONIAL ITEMS, PRESENTATIONS AND PUBLIC NOTICES:**

7. APPROVAL OF MINUTES

- A. City Commission Minutes August 22, 2023
- B. City Commission Minutes August 29, 2023

8. CONSENT AGENDA:

- A. Approval of Port Orange/South Daytona Chamber of Commerce Agreement
- B. Architectural Services RFQ Selection & Authorization of City Manager to Execute Standard Continuing Services Contract
- C. Structural Engineering Services RFQ Selection & Authorization of City Manager to Execute Standard Continuing Services Contract
- D. Updated SWAT Mutual Aid Agreement
- E. Approval of Phase 1 of the Daytona Beach Shores Utility Equipment Box Artwork Program/FPL Customer Wrap Application For Extra Large Transformer Boxes)

9. OLD BUSINESS:

- A. Ordinance 2023-07: Comprehensive Plan Future Land Use Map amendment for recently annexed single-family residential property located at 3038 South Peninsula Drive
- B. Ordinance 2023-08: Comprehensive Plan Future Land Use Map amendment for recently annexed single-family residential property located at 3040 South Peninsula Drive

10. QUASI-JUDICIAL HEARING

- A. Ordinance 2023-09: Rezoning application for recently annexed property located at 3038 South Peninsula Drive
- B. Ordinance 2023-10: Rezoning application for recently annexed property located at 3040 South Peninsula Drive

11. NEW BUSINESS:

- A. Emergency Ordinance 2023-11 Declaration of Emergency
- B. Ordinance 2023-12 Declaration of Emergency

C. Consideration of Lobbying Services RFQ responses

12. CITY ATTORNEY COMMENTS

13. CITY MANAGER COMMENTS

14. COUNCIL COMMENTS:

15. AUDIENCE REMARKS/PUBLIC COMMENTS:

16. ITEMS RECOMMENDED FOR THE NEXT AGENDA:

17. ADJOURNMENT:

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE HE OR SHE MAY NEED TO ENSURE AT HIS OR HER OWN EXPENSE FOR THE TAKING AND PREPARATION OF A VERBATIM RECORD OF ALL TESTIMONY AND EVIDENCE OF THE PROCEEDINGS UPON WHICH THE APPEAL IS TO BE BASED.

NOTE: IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF DAYTONA BEACH SHORES, 2990 S. ATLANTIC AVENUE, DAYTONA BEACH SHORES, FLORIDA 32118, TELEPHONE NUMBER 386-7635364, CSCHWAB@CITYOFDBS.ORG, AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 711 or 1 8009558771.

UPON REQUEST BY A QUALIFIED INDIVIDUAL WITH A DISABILITY, THIS DOCUMENT WILL BE MADE AVAILABLE IN AN ALTERNATE FORMAT. IF YOU NEED TO REQUEST THIS DOCUMENT IN AN ALTERNATE FORMAT, PLEASE CONTACT THE CITY CLERK WHOSE CONTACT INFORMATION IS PROVIDED ABOVE.



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission

FROM: Lory Irwin, Finance Director

PREPARED BY: Lory Irwin, Finance Director

SUBJECT: Resolution 2023-11 A RESOLUTION OF THE CITY OF DAYTONA BEACH SHORES, VOLUSIA COUNTY FLORIDA, ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR VOLUSIA COUNTY FOR FISCAL YEAR 2023-24; PROVIDING AN EFFECTIVE DATE.

SYNOPSIS:

As per Florida Statue the City of Daytona Beach Shores must adopt a tentative millage rate. In July the City Commission adopted a proposed rate of 4.5880 mills. On September 12th, 2022 the city council adopted a tentative rate of 4.5880 mills. This is the rolled-back rate or 4.5880. The commission may adopt the proposed rate or go lower than the proposed but cannot go above without re-advertising to all property owners within the city limits.

FISCAL IMPACT STATEMENT:

BACKGROUND:

There are two public hearings, September 12, 2023 and September 27, 2023, scheduled for the City Commission to modify and ultimately adopt the budget for FY 2023-2024. At either of these public hearings, the City Council may reduce the operating millage, but increasing the rate will require notification to all property owners and will require an additional public hearing. The millage rate established by the City Commission at this meeting will be the rate advertised for the September 27th public hearing.

LEGAL REVIEW:

RECOMMENDATION:

Staff recommends the City Commission adopt Resolution 2023-11 setting the tentative operating millage rate at 4.5880 mills for the FY 2023-2024 budget.

SUGGESTED MOTION:

Motion to approve Resolution 2023-11 setting the tentative operating millage rate at 4.5880 mills for the FY 2023-2024 budget.

ATTACHMENT: 1. RESOLUTION NO 2023_11 TENTATIVE MILLAGE FY 23_24

RESOLUTION NO. 2023-11

A RESOLUTION OF THE CITY OF DAYTONA BEACH SHORES, VOLUSIA COUNTY FLORIDA, ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR VOLUSIA COUNTY FOR FISCAL YEAR 2023-24; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Daytona Beach Shores, of Volusia County, Florida, on September 12, 2023, adopted Fiscal Year 2023-2024 Tentative Millage Rates following a public hearing as required by Florida Statute Section 200.065; and

WHEREAS, the City of Daytona Beach Shores of Volusia County, Florida, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Volusia County has been certified by the County Property Appraiser to the City of Daytona Beach Shores as \$2,017,145,964.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF DAYTONA BEACH SHORES, VOLUSIA COUNTY, FLORIDA THAT:

Section 1. The FY 2023-2024 operating millage rate is 4.5880 mills, which is the rolled-back rate of 4.5880 mills.

Section 2. Any resolution or part of resolution in conflict herewith is hereby repealed.

Section 3. This Resolution shall will take effect immediately upon its adoption.

PASSED AND DULY ADOPTED at a public hearing this 12th day of September 2023.

Time Adopted _____ pm.

CITY OF DAYTONA BEACH SHORES, FL

NANCY MILLER, MAYOR

KURT SWARTZLANDER, CITY MANAGER

CHERI SCHWAB, CITY CLERK

Approved as to form and legality:

GRETCHEN R.H. ('BECKY') VOSE, ESQ., CITY ATTORNEY



**CITY COMMISSION AGENDA MEMORANDUM
SEPTEMBER 12, 2023 AGENDA**

TO: Honorable Mayor and Members of the City Commission
FROM: Lory Irwin, Finance Director
PREPARED BY: Lory Irwin, Finance Director
SUBJECT: RESOLUTION 2023-12 TENTATIVE BUDGET ADOPTION FY 2023-2024

SYNOPSIS:

FY 2023-2024 Tentative Budget. This is the date set for the first public hearing on the tentative fiscal year 2023-2024 budget. Notices were sent to all property owners by the Property Appraiser advising the date and time of this meeting.

FISCAL IMPACT STATEMENT:

Dependent upon Council action.

BACKGROUND:

There are two public hearings, September 12, 2023 and September 27, 2023, scheduled for the City Commission to modify and ultimately adopt the budget for FY 2023-2024.

LEGAL REVIEW:

RECOMMENDATION:

Approve Resolution 2023-12

SUGGESTED MOTION:

Motion to approve Resolution 2023-12 adopting the tentative budget for FY 2023-2024.

ATTACHMENT:

1. Res 2023-12 BUDGET FY 23_24
2. Tentative Budget FY 23-24

RESOLUTION 2023-12

**A RESOLUTION OF THE CITY OF DAYTONA BEACH SHORES
OF VOLUSIA COUNTY, FLORIDA, ADOPTING THE TENTATIVE
BUDGET FOR FISCAL YEAR 2023-2024; PROVIDING FOR AN
EFFECTIVE DATE.**

WHEREAS, the City of Daytona Beach Shores of Volusia County, Florida, on September 12^h 2023, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the City of Daytona Beach Shores of Volusia County, Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2023-2024 in the amount of \$24,181,000

NOW, THEREFORE, BE IT RESOLVED by the City of Daytona Beach Shores of Volusia County, Florida, that:

1. The Fiscal Year 2023-2024 Final Budget be adopted.
2. This resolution will take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this 12th Day of September 2023.

Time Adopted ____PM

CITY OF DAYTONA BEACH SHORES, FL

NANCY MILLER, MAYOR

KURT SWARTZLANDER, CITY MANAGER

CHERI SCHWAB, CITY CLERK

Approved as to form and legality:

GRETCHEN R.H. ('BECKY') VOSE, ESQ., CITY ATTORNEY



"Life is better here"

City of Daytona Beach Shores

Tentative Budget

FY 2023-2024



CITY COMMISSION

NANCY MILLER, MAYOR

MICHAEL POLITIS, VICE-MAYOR

RICHARD BRYAN

CHRIS CONOMOS

MEL LINDAUER

Kurt Swartzlander
Cheri Schwab
Stewart Cruz
Lory Irwin
Michael Fowler
Nancy Maddox

City Manager
City Clerk
Community Services Director
Finance Director
Public Safety Director
Recreation/Economic Development Director

TABLE OF CONTENTS

	Page
Gen. Fund Functional Summary	4
Gen. Fund Revenue Detail	5-6
Gen. Fund Revenue Summary	7
Gen. Fund Expenditure Summary	8

GENERAL FUND DEPARTMENTAL BUDGETS

Legislative	9-10
Executive	11-13
Finance	14-16
Legal	17-18
Comprehensive Planning	19-20
Information Technology	21-24
Other Gov't Services	25-26

PUBLIC SAFETY (PS) 27-35

PS Summary	27
PS Admin & CID	28-30
PS Patrol & Rescue	31-34
PS Auto Maintenance	35-36

COMMUNITY SERVICES (CS) 37-49

CS Building and Codes	37-38
Physical Environment (UG Utils)	39-40
CS Public Works Summary	41
CS Public Works- Admin	42-43
CS Public Works- Bldg. Maint.	44-45
CS Public Works- Streets	46-47
Termination Payout	48
CS Parks & Recreation	49-50
Community Center	51-52
Contingency	53-54
General Debt	55-56

ECONOMIC DEVELOPMENT 57

ENTERPRISE FUND 58-66

Sewer Fund Functional Summary	58
Sewer Fund Revenue Summary	59
Sewer Fund Expenditure Summary	60
<u>SF Departmental Budgets:</u>	
Sewer Operating	61-63
Sewer Impact Fee	64-66

5-YEAR CAPITAL PLAN 67-68

5-Year Capital Plan Summary	67
5-Year Capital Plan Detail	68

CITY OF DAYTONA BEACH SHORE

GENERAL FUND FUNCTIONAL SUMMARY

Account Description	FY2021-22 Actual	FY2022-23 Amended Bud.	FY2023-24 Budget	Budget Change
Non-Voted Ad-Valorem Taxes*	8,399,208	8,885,200	9,171,000	285,800
Business & Communication Taxes	1,209,953	1,143,100	1,133,700	(9,400)
Voter Approved Taxes*	7,261	0	0	0
Franchise Fees & Permits	1,084,506	893,200	970,600	77,400
Intergovernmental	3,187,890	747,600	1,456,200	708,600
Charges For Services	1,915,853	1,890,400	1,951,900	61,500
Fines & Forfeitures	149,111	97,800	97,800	0
Misc. Revenues	282,256	266,800	715,500	448,700
Internal Service & Debt Proceeds	855,500	978,000	1,276,500	298,500
Transfers from Fund Balance	0	943,200	2,807,700	1,864,500
TOTAL REVENUE	17,091,538	15,845,300	19,580,900	3,735,600

Legislative	192,411	379,500	206,000	(173,500)
Executive	590,112	657,100	1,298,400	641,300
Finance	552,525	561,200	687,900	126,700
Legal	140,502	166,400	173,300	6,900
Planning	83,151	111,200	125,100	13,900
Information Technology	0	0	777,400	777,400
Other Gov't Services	481,690	627,600	29,000	(598,600)
Public Safety	6,693,939	6,545,600	7,480,200	934,600
Building/Codes	704,853	625,100	897,100	272,000
Physical Environment	1,353,267	1,614,200	1,672,900	58,700
Public Works	1,316,289	2,228,700	2,353,000	124,300
Benefit Term Payout	147,237	113,300	48,400	(64,900)
Economic Development	126,885	100,000	100,000	0
Parks & Recreation	459,234	569,400	1,686,900	1,117,500
Community Center	564,425	618,000	671,200	53,200
Contingency	0	928,000	1,029,400	101,400
General Debt	0	0	344,700	344,700
TOTAL EXPENSE	13,406,520	15,845,300	19,580,900	3,735,600

TOTAL REVENUE LESS EXPENSE	3,685,018	0	0	0
-----------------------------------	------------------	----------	----------	----------

CITY OF DAYTONA BEACH SHORES
FISCAL YEAR 2022-23 GENERAL FUND REVENUE BUDGET

Account Description	GENERAL FUND LINE ITEM REVENUE DETAIL			
	FY2021-22	FY2022-23	FY2023-24	Budget
Based on State Revenue Estimate	Actual	Amended Bud.	Budget	Change
310-3110-11100 Ad-Valorem	8,237,861	8,819,100	9,102,700	283,600
310-3110-11115 Debt Service Ad-Valorem	0	0	0	0
310-3110-12000 Delinq Ad-Valorem	161,347	66,100	68,300	2,200
310-3110-12001 Delinq Debt-Serv Ad-Valorem	7,261	0	0	0
310-3130-13700 Business Tax Receipts	98,442	98,100	98,100	0
310-3130-13750 County Business Tax Rcpt.	4,354	3,800	3,800	0
310-3140-14100 Utility Tax-Elec 10%	890,715	810,000	810,000	0
310-3140-14110 Utility Tax-Gas 10%	9,880	11,800	11,800	0
310-3140-14130 Local Comm. Service Tax	206,562	219,400	210,000	(9,400)
320-3220-22100 Building Permits	160,493	190,000	200,000	10,000
320-3220-22110 Electric Permits	29,917	26,000	26,000	0
320-3220-22120 Plumbing Permits	35,554	30,000	30,000	0
320-3220-22130 Mechanical Permits	43,318	35,000	35,000	0
320-3220-22135 Excavation Permits	0	200	200	0
320-3220-22140 Plan Review	0	300	300	0
320-3220-22180 Franchise Fee-Elec.	696,802	540,000	600,000	60,000
320-3220-22190 Franchise Fee-Gas	46,492	32,600	35,000	2,400
320-3220-22200 Francise Fee-Impound	30,243	24,100	24,100	0
320-3220-29000 Other Lic. & Permits	41,687	15,000	20,000	5,000
330-3330-33540 Loc.Opt. 1-6 c Fuel Tax (.02)	142,191	106,300	30,000	(76,300)
330-3330-33550 Loc.Opt. 1-5 c Fuel Tax (.05) [R]	101,855	76,200	20,000	(56,200)
330-3340-33460 Public Safety Grants	1,982	0	0	0
330-3340-33470 Local Grant	0	0	130,000	130,000
330-3340-33790 Parks Grant	0	0	0	0
330-3340-33600 FEMA Grant	31,279	0	651,500	651,500
330-3340-33610 ARPA Grant	2,310,939	0	0	0
330-3350-34410 FDOT Lighting Maint. Agree	106,269	109,500	112,700	3,200
330-3350-35120 State Revenue Sharing	146,429	130,000	150,000	20,000
330-3350-35150 Alcohol Bev. License	14,297	12,000	12,000	0
330-3350-35180 Loc.Gov. 1/2 Cent Sales Tax	317,432	300,000	345,000	45,000
330-3350-35410 Muni. Vehicle Rebate	6,819	5,000	5,000	0
330-3350-35490 FDOT Signal Maint Agree	8,398	8,600	0	(8,600)
340-3420-42140 Outside Detail	1,463	2,500	2,500	0
340-3420-42210 County Fire Protect Contract	65,000	65,000	65,000	0
340-3430-43400 Garbage Revenue	1,531,858	1,534,400	1,590,900	56,500
340-3430-43600 Recycling Revenue	118,647	111,100	115,200	4,100
340-3430-43700 Purchasing Card Rebates	46,673	40,000	40,000	0
340-3440-44400 Rentals	17,139	12,400	13,300	900
340-3470-47200 Parks-Maintenance Fee	100,000	100,000	100,000	0
340-3470-47530 Comm. Center Fee	6,759	10,000	10,000	0
340-3470-47532 Comm. Ctr. Rental	27,814	15,000	15,000	0
340-3470-47541 Senior Center Misc.	500	0	0	0
350-3510-51100 Court Fines	60,856	55,000	55,000	0
350-3510-51300 Police/Fire Education	13,440	12,800	12,800	0
350-3510-51600 Investigative Reimburse	17,223	10,000	10,000	0
350-3510-51700 Code Enforcement Fines	57,592	20,000	20,000	0

CITY OF DAYTONA BEACH SHORES
FISCAL YEAR 2022-23 GENERAL FUND REVENUE BUDGET

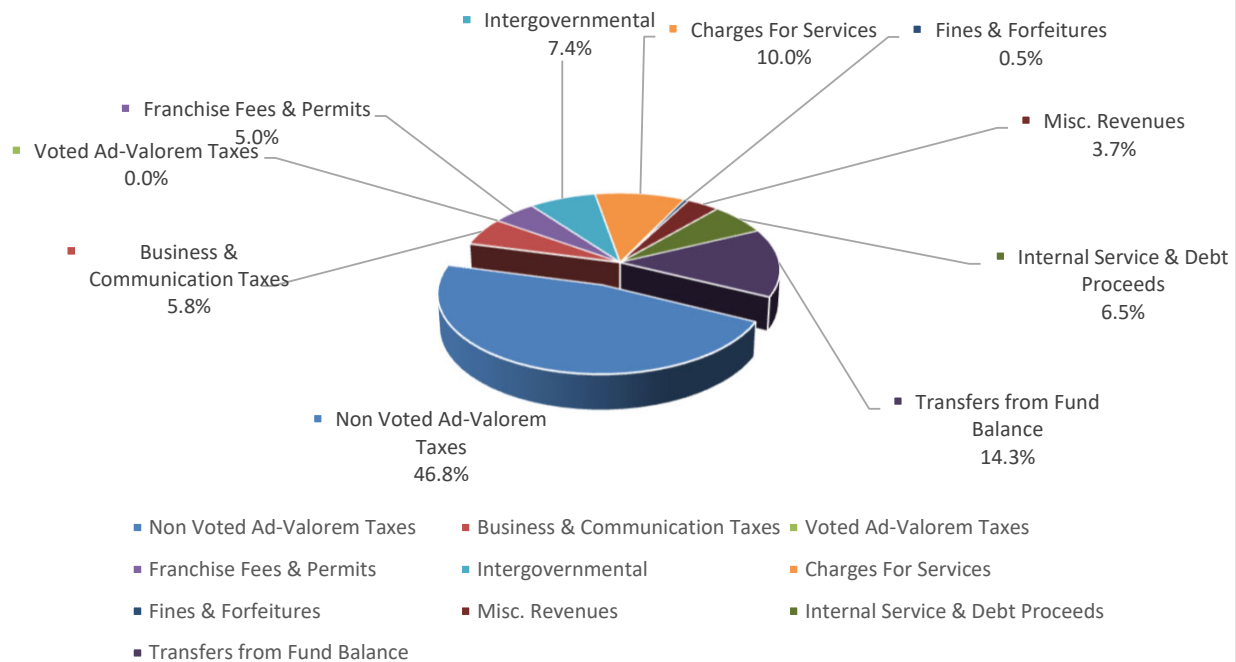
231300

Account Description	GENERAL FUND LINE ITEM REVENUE DETAIL			
	FY2021-22 Actual	FY2022-23 Amended Bud.	FY2023-24 Budget	Budget Change
Based on State Revenue Estimate				
360-3610-61000 Pool Cash Interest	10,801	1,300	65,000	63,700
360-3610-61200 SBA Operating Interest	5	0	0	0
360-3610-61260 Other Investment Interest	55,973	230,000	430,000	200,000
360-3610-61262 Interest Revenue-Leases	5,799	0	0	0
360-3610-69999 Unrealized Gain/(Loss)	(128,978)	0	0	0
360-3640-64000 Sale of Fixed Assets	253,921	10,000	10,000	10,000
360-3690-69670 Title Search Fee	9,375	5,500	5,500	0
360-3690-69900 Misc. Revenue	65,360	10,000	10,000	17,776,500
360-3690-69910 Insurance Proceeds	10,000	10,000	195,000	185,000
380-3820-82100 From Sewer Ops (Int.Srv.)	855,500	978,000	1,081,900	103,900
380-3841-13800 Debt Proceeds	0	0	194,600	194,600
390-3990-81400 Trans fr Road Imprv Fund Bal	0	132,000	188,200	16,656,500
390-3990-81600 Trans fr Gen Fund Fund Bal		811,200	2,619,500	1,808,300
TOTAL GENERAL FUND REVENUE	17,091,538	15,845,300	19,580,900	38,651,500

GENERAL FUND REVENUE - FUNCTIONAL SUMMARY

Account Description	FY2021-22 Actual	FY2022-23 Amended Bud.	FY2023-24 Budget	Budget Change
Non Voted Ad-Valorem Taxes	8,399,208	8,885,200	9,171,000	285,800
Business & Communication Taxes	1,209,953	1,143,100	1,133,700	(9,400)
Voted Ad-Valorem Taxes	7,261	0	0	0
Franchise Fees & Permits	1,084,506	893,200	970,600	77,400
Intergovernmental	3,187,890	747,600	1,456,200	708,600
Charges For Services	1,915,853	1,890,400	1,951,900	61,500
Fines & Forfeitures	149,111	97,800	97,800	0
Misc. Revenues	282,256	266,800	715,500	448,700
Internal Service & Debt Proceeds	855,500	978,000	1,276,500	298,500
Transfers from Fund Balance	0	943,200	2,807,700	1,864,500
TOTAL	17,091,538	15,845,300	19,580,900	3,735,600

General Fund Revenue Budget Summary



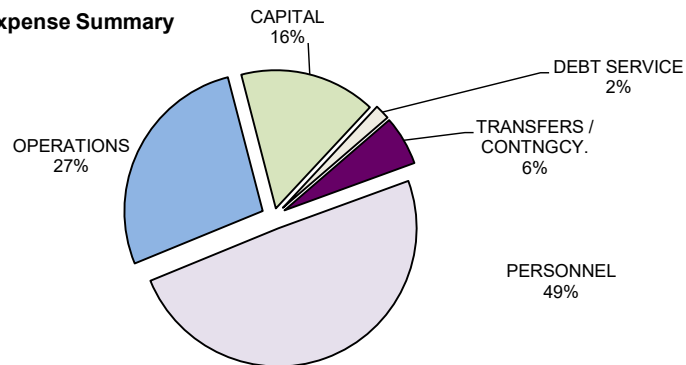
**FISCAL YEAR 2023-2024 BUDGET
GENERAL FUND EXPENDITURES SUMMARY**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	BUDGET CHANGE
5110	LEGISLATIVE	192,411	379,500	206,000	(173,500)
5120	EXECUTIVE	590,112	657,100	1,298,400	641,300
5130	FINANCE	552,525	561,200	687,900	126,700
5140	LEGAL	140,502	166,400	173,300	6,900
5150	PLANNING	83,151	111,200	125,100	13,900
5160	INFORMATION TECHNOLOG	0	0	777,400	777,400
5190	OTHER GOVT. SERVICES	481,690	627,600	29,000	(598,600)
5210	PUBLIC SAFETY	6,693,939	6,545,600	7,480,200	934,600
5240	BUILDING/CODE DEPT	704,853	625,100	897,100	272,000
5390	ENVIRONMENT (Incl. Debt)	1,353,267	1,614,200	1,672,900	58,700
5410	PUBLIC WORKS	1,316,289	2,228,700	2,353,000	124,300
5690	BENEFIT TERM PAYOUT	147,237	113,300	48,400	(64,900)
5520	INDUSTRY DEVELOPMENT	126,885	100,000	100,000	0
5720	PARKS & RECREATION	459,234	569,400	1,686,900	1,117,500
5751	COMMUNITY CENTER	564,425	618,000	671,200	53,200
5800	CONTINGENCY	0	928,000	1,029,400	101,400
5820	GENERAL DEBT	0	0	344,700	344,700
TOTAL EXPENDITURES		13,406,520	15,845,300	19,580,900	3,735,600

PROPOSED BUDGET: SUMMARY BY CATEGORY OF EXPENSE

PERSONNEL	8,297,857	8,442,600	9,662,200	1,219,600
OPERATIONS	4,153,861	5,016,300	5,320,500	304,200
CAPITAL	954,802	1,458,400	3,124,100	1,665,700
DEBT SERVICE	0	0	344,700	(344,700)
TRANSFERS / CONTNGCY.	0	928,000	1,129,400	201,400
TOTAL EXPENDITURES	13,406,520	15,845,300	19,580,900	3,046,200

General Fund Expense Summary



**FISCAL YEAR 2023-2024 BUDGET
5110-LEGISLATIVE EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REGULAR SALARY	63,145	63,100	63,100	0.3%	0
21	FICA	4,830	4,800	4,800	0.0%	0
22	RETIREMENT	0	0	0	0.0%	0
23	LIFE/HEALTH INSURANCE	0	0	0	0.0%	0
24	WORKER'S COMP.	1,132	1,000	1,100	0.0%	100
TOTAL PERSONAL SERVICES		69,107	68,900	69,000	0.4%	100
30	OPERATING EXPENSES					
40	VEHICLE EXPENSE/TRAVEL	12,215	14,900	14,900	0.1%	0
41	COMMUNICATIONS	583	1,700	1,700	0.0%	0
45	GENERAL INSURANCE	6,072	1,600	3,000	0.0%	1,400
47	PRINTING	133	400	400	0.0%	0
49	OTHER CHARGES	98,723	106,800	106,800	0.5%	0
51	OFFICE SUPPLIES	0	500	500	0.0%	0
52	OPERATING SUPPLIES	758	2,700	2,700	0.0%	0
54	BOOKS/MEMBERSHIPS	4,820	7,000	7,000	0.0%	0
TOTAL OPERATING EXPENSES		123,304	135,600	137,000	0.7%	1,400
60	CAPITAL OUTLAY					
610	LAND	0	175,000	0	0.0%	(175,000)
TOTAL CAPITAL OUTLAY		0	175,000	0	0.0%	(175,000)
GRAND TOTAL		192,411	379,500	206,000	1.1%	(173,500)

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5110-LEGISLATIVE EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			69,000
10120	REGULAR SALARY		63,100	
	MAYOR			
	COUNCIL MEMBERS (4)			
10210	FICA		4,800	
10240	WORKER'S COMP.		1,100	
30	OPERATING EXPENSES			137,000
30403	VEHICLE EXPENSE/TRAVEL		14,900	
	FLA. LEAGUE CONF. (for 5)	7,000		
	MISC MEETINGS / DINNERS	1,800		
	MISC TRAVEL	4,600		
	VCOG/LEAGUE DINNERS	1,500		
30411	TELEPHONE	1,600	1,600	
30412	POSTAGE	100	100	
30450	GENERAL INSURANCE	3,000	3,000	
30470	PRINTING		400	
	PAPER/BUSINESS CARDS	400		
30490	OTHER CHARGES		106,800	
	CC COOKOUT	6,500		
	CITY MARKETING PROGRAM	29,000		
	COUNCIL MTGS	1,100		
	EMPLOY/CITIZEN RECOGNTN	800		
	FIRST STEP SHELTER	20,000		
	HOPE PLACE	15,000		
	MUSIC LICENSE FEES (BMI, ASCAP)	900		
	PO/SD CHAMBER ANNEX	30,000		
	X-MAS EVENT	3,500		
30510	OFFICE SUPPLIES	500	500	
30520	OPERATING SUPPLIES	2,700	2,700	
30540	BOOKS/MEMBERSHIP		7,000	
	CONSTANT CONTACT	400		
	FLA LEAGUE OF CITIES	600		
	FLA LEAGUE OF MAYORS	400		
	MISC / QC AD	300		
	PO/SD CHAMBER	400		
	TEAM VOLUSIA BUS. ALLIANCE	3,300		
	V-CARD	400		
	VOL LEAGUE OF CITIES	700		
	VOL. TPO	500		
TOTAL LEGISLATIVE			206,000	206,000

**FISCAL YEAR 2023-2024 BUDGET
5120-EXECUTIVE DEPARTMENT EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	334,366	339,000	373,100	1.9%	34,100
13	OTHER SALARY	4,801	12,400	8,400	0.0%	(4,000)
15	SPECIAL PAY	529	0	13,500	0.1%	13,500
21	FICA	24,386	26,100	27,600	0.1%	1,500
22	RETIREMENT	89,133	100,500	104,500	0.5%	4,000
23	LIFE/HEALTH INSURANCE	43,956	36,900	44,700	0.2%	7,800
24	WORKER'S COMP.	6,267	6,900	7,100	0.0%	200
	TOTAL PERSONAL SERVICES	503,438	521,800	578,900	3.0%	57,100
30	OPERATING EXPENSES					
31	PROFESSIONAL SERVICES	870	14,000	74,000	0.4%	60,000
34	CONTRACTUAL SERVICES	1,200	7,300	3,300	0.0%	(4,000)
35	TRAINING	1,744	3,000	3,000	0.0%	0
40	VEHICLE EXPENSE/TRAVEL	9,010	15,600	15,600	0.1%	0
41	COMMUNICATIONS	23,156	28,400	35,600	0.2%	7,200
45	GENERAL INSURANCE	13,218	15,700	36,700	0.2%	21,000
46	REPAIRS/MAINTENANCE	1,426	5,400	5,400	0.0%	0
47	PRINTING	12,705	13,500	13,500	0.1%	0
49	OTHER CHARGES	11,125	17,200	17,200	0.1%	0
51	OFFICE SUPPLIES	2,814	4,000	4,000	0.0%	0
52	OPERATING SUPPLIES	4,435	6,000	6,000	0.0%	0
54	BOOKS/MEMBERSHIPS	4,971	5,200	5,200	0.0%	0
	TOTAL OPERATING EXPENSES	86,674	135,300	219,500	1.1%	84,200
60	CAPITAL OUTLAY					
63	IMPROVEMENTS	0	0	500,000	2.6%	500,000
	TOTAL CAPITAL OUTLAY	0	0	500,000	2.6%	500,000
	GRAND TOTAL	590,112	657,100	1,298,400	6.6%	641,300

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5120-EXECUTIVE DEPARTMENT EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			578,900
10120	REGULAR SALARY		373,100	
	CITY MANAGER			
	CITY CLERK			
	HR GENERALIST			
10130	OTHER SALARY		8,400	
10150	SPECIAL PAY		13,500	
10210	FICA		27,600	
10220	RETIREMENT		104,500	
10230	HEALTH		42,600	
10231	LIFE/VISION/DENTAL/ADD		2,100	
10240	WORKER'S COMP		7,100	
30	OPERATING EXPENSES			219,500
30310	PROFESSIONAL SERVICE		74,000	
	LOBBYING SERVICES	60,000		
	MISC SERVICES	10,000		
	TESTING	4,000		
30340	CONTRACT SERVICES		3,300	
	MUNI CODE I-NET FEE	2,000		
	WATERCOOLER	1,300		
30350	TRAINING		3,000	
	FACC CONFERENCE (2)	200		
	FLA. PUB. PERSONNEL CONF.	300		
	ICMA/FCCMA CONFERENCES	600		
	IIMC CONFERENCE	300		
	MISC. SEMINARS	1,600		
30403	TRAVEL		15,600	
	AUTO ALLOWANCES (CM)	8,400		
	MISC. MEET./DINNERS	2,000		
	TRAVEL/PER DIEM CONF.	5,200		
30411	TELEPHONE		27,700	
	TELEPHONE & CELL	27,700		
30412	POSTAGE		7,900	
	MISC POSTAGE	3,500		
	PELICAN	4,400		
30450	GENERAL INSURANCE	36,700	36,700	
30460	REPAIRS/MAINTENANCE		5,400	
	COMPUTER	600		
	COPIER MAINT. CONTRACTS (2)	3,000		
	MAINT FEE-DIGITAL REC. SFTWR	1,800		
30470	PRINTING		13,500	
	MISC.	3,500		
	PELICAN	10,000		

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL (Con't)
5120-EXECUTIVE DEPARTMENT EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
30490	OTHER CHARGES		17,200	
	ADVERTISING	5,000		
	FLOWERS/PLAQUES	1,600		
	LUNCH/LEARN/MISC	5,500		
	PRESENTATION MATERIAL	2,000		
	XMAS PARTY/PICNIC	3,100		
30510	OFFICE SUPPLIES		4,000	
	GEN. OFFICE SUPPLIES	4,000		
30520	OPERATING SUPPLIES		6,000	
	MISC. SUPPLIES: shirts, printers	6,000		
30540	BOOKS/MEMBERSHIP		5,200	
	BRIGHTHOUSE	800		
	FACC & FPP; MISC	600		
	FCCMA	500		
	FL MUNI ASSOC SAFETY/HEALTH	100		
	FMASH	100		
	ICCMA	1,000		
	ICMA	1,300		
	MISC. PUBLICATIONS	600		
	NEWS JOURNAL (1)	200		
60	CAPITAL OUTLAY			500,000
60620	BUILDING		500,000	
	EOC	500,000		
TOTAL EXECUTIVE DEPT.			1,298,400	1,298,400

FISCAL YEAR 2023-2024 BUDGET
5130-FINANCE DEPARTMENT EXPENSE

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	328,959	317,500	315,100	1.6%	(2,400)
13	OTHER SALARY	0	0	0	0.0%	0
14	OVERTIME	724	0	300	0.0%	300
15	SPECIAL PAY	0	0	0	0.0%	0
21	FICA	24,297	24,300	24,100	0.1%	(200)
22	RETIREMENT	58,694	54,300	60,000	0.3%	5,700
23	LIFE/HEALTH INSURANCE	73,136	61,500	74,400	0.4%	12,900
24	WORKER'S COMP.	6,528	6,200	5,500	0.0%	(700)
	TOTAL PERSONAL SERVICES	492,338	463,800	479,400	2.4%	15,600
30	OPERATING EXPENSES					
31	PROFESSIONAL SERVICES	2,400	29,200	134,200	0.7%	105,000
32	ACCOUNT/AUDIT SERVICES	25,150	26,500	26,800	0.1%	300
35	TRAINING	3,044	5,900	6,000	0.0%	100
40	VEHICLE EXPENSE/TRAVEL	5,234	2,500	2,500	0.0%	0
41	COMMUNICATIONS	1,836	2,400	2,700	0.0%	300
44	RENT AND LEASE	1,926	2,400	600	0.0%	(1,800)
45	GENERAL INSURANCE	6,072	8,100	6,100	0.0%	(2,000)
46	REPAIRS/MAINTENANCE	0	900	900	0.0%	0
47	PRINTING	1,172	900	1,000	0.0%	100
49	OTHER CHARGES	6,122	6,900	6,900	0.0%	0
51	OFFICE SUPPLIES	4,212	5,000	5,000	0.0%	0
52	OPERATING SUPPLIES	1,898	4,500	4,400	0.0%	(100)
54	BOOKS/MEMBERSHIPS	1,121	2,200	2,300	0.0%	100
	TOTAL OPERATING EXPENSES	60,187	97,400	199,400	1.0%	102,000
60	CAPITAL OUTLAY					
645	LEASES	0	0	9,100	0.0%	9,100
	TOTAL CAPITAL OUTLAY	0	0	9,100	0.0%	9,100
	GRAND TOTAL	552,525	561,200	687,900	3.5%	126,700

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5130-FINANCE DEPARTMENT EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			479,400
10120	REGULAR SALARY		315,100	
	FINANCE DIRECTOR			
	ACCOUNTING CLERK SUPERVISOR			
	ACCOUNTING CLERK I, II, III (3)			
10140	OVERTIME		300	
10210	FICA		24,100	
10220	RETIREMENT		60,000	
10230	HEALTH		71,000	
10231	LIFE/VISION/DENTAL/ADD		3,400	
10240	WORKER'S COMP.		5,500	
30	OPERATING EXPENSES			199,400
30310	PROFESSIONAL SERVICES		134,200	
	OPEB ACTUARY	4,200		
	RESILIENCY STUDY	130,000		
30320	ACCOUNT/AUDIT SERVICES		26,800	
	ANNUAL AUDIT/CAFR	22,400		
	SINGLE AUDIT (FED & STATE)	4,400		
30350	TRAINING		6,000	
	ANNUAL FICPA CONFERENCE	500		
	DAYTONA STATE	2,900		
	FGFOA CONFERENCE (2)	900		
	FGFOA SCHOOL OF GOV'T (2)	1,300		
	QUARTERLY VF FGFOA MEETINGS (5)	400		
30403	TRAVEL		2,500	
	EOC-EMERGENCY MANAGEMENT	100		
	FGFOA	900		
	FGFOA SCHOOL OF GOV'T (2)	1,100		
	FICPA	300		
	QUARTERLY VF FGFOA MEETINGS (5)	100		
30411	TELEPHONE	1,700	1,700	
30412	POSTAGE	1,000	1,000	
30440	RENTAL/LEASE		600	
	CROWN SHREDDING	600		
30450	GENERAL INSURANCE	6,100	6,100	
30460	REPAIRS/MAINTENANCE		900	
	COPIER	300		
	FOLDER	300		
	SHREDDER	300		
30470	PRINTING		1,000	
	ANNUAL BUDGET	200		
	CHECKS, ENVELOPES, MISC	600		
	COPIER	200		
30490	OTHER CHARGES		6,900	
	BANK, ACH FEES	5,900		
	MISC.	1,000		
30510	OFFICE SUPPLIES		5,000	
	CHECK PRINTER COVER	100		
	MISC	1,200		
	PAPER	1,700		
	TONER/POSTAGE METER INK	2,000		

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL (Con't)
5130-FINANCE DEPARTMENT EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	
30520	OPERATING SUPPLIES		4,400	
	MISC	3,000		
	REPLACEMENT MAILROOM SORTING BOX	100		
	UNIFORMS	1,000		
	WATER	300		
30540	PUBLICATIONS/MEMBERSHIPS		2,300	
	AICPA MEMBERSHIP	300		
	BUDGET/ACFR AWARD	800		
	CGFO	100		
	FGFOA & V/F FGFOA MEM. (5)	400		
	FICPA MEMBERSHIP	400		
	GFOA MEMBERSHIP (2)	300		
60	CAPITAL OUTLAY			9,100
60645	LEASES-PITNEY BOWES	9,100	9,100	
TOTAL FINANCE DEPT.			687,900	687,900

**FISCAL YEAR 2023-2024 BUDGET
5140-LEGAL EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
30	OPERATING EXPENSES					
31	PROFESSIONAL SERVICES	105,000	105,000	114,000	0.6%	9,000
47	PRINTING/CITY ORD.	3,239	10,000	2,500	0.0%	(7,500)
49	OTHER CHARGES	32,263	51,400	56,800	0.3%	5,400
	TOTAL OPERATING EXPENSE	140,502	166,400	173,300	0.9%	6,900
	GRAND TOTAL	140,502	166,400	173,300	0.9%	6,900

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5140-LEGAL EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
30	OPERATING EXPENSES			173,300
30313	MISC LEGAL FEES	114,000	114,000	
30470	PRINTING		2,500	
	ORDINANCE CODIFICATIONS	2,500		
30490	OTHER CHARGES		56,800	
	CODE ON THE INTERNET	1,000		
	ELECTIONS	5,000		
	LEGAL ADVERTISING	25,000		
	MISC	400		
	SETTLEMNTS/DEDUCTIBLS	25,400		
TOTAL LEGAL			173,300	173,300

**FISCAL YEAR 2023-2024 BUDGET
5150-COMPREHENSIVE PLANNING EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	52,498	65,000	72,100	0.4%	7,100
14	OVERTIME	130	0	0	0.0%	0
21	FICA	3,499	5,000	5,500	0.0%	500
22	RETIREMENT	4,956	7,200	8,900	0.0%	1,700
23	LIFE/HEALTH INSURANCE	14,631	12,300	14,900	0.1%	2,600
24	WORKER'S COMP.	1,654	1,300	1,300	0.0%	0
	TOTAL PERSONAL SERVICES	77,368	90,800	102,700	0.5%	11,900
30	OPERATING EXPENSES					
31	PROFESSIONAL SERVICES	1,160	6,000	10,000	0.1%	4,000
35	TRAINING	3,263	4,400	2,100	0.0%	(2,300)
40	VEHICLE EXPENSE/TRAVEL	0	1,400	1,400	0.0%	0
41	COMMUNICATIONS	718	200	500	0.0%	300
47	PRINTING	87	500	500	0.0%	0
52	OPERATING SUPPLIES	306	400	400	0.0%	0
54	BOOKS/MEMBERSHIPS	249	1,500	1,500	0.0%	0
55	PLANNING BOARD	0	6,000	6,000	0.0%	0
	TOTAL OPERATING EXPENSES	5,783	20,400	22,400	0.1%	2,000
	GRAND TOTAL	83,151	111,200	125,100	0.6%	13,900

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5150-COMPREHENSIVE PLANNING EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			102,700
10120	REGULAR SALARY		72,100	
	CITY PLANNER			
10210	FICA		5,500	
10220	RETIREMENT		8,900	
10230	HEALTH		14,200	
10231	LIFE/VISION/DENTAL/ADD		700	
10240	WORKER'S COMP		1,300	
30	OPERATING EXPENSES			22,400
30310	PROFESSIONAL SERVICES		10,000	
	ANNEX MAPPING/ GIS SRVS	7,000		
	ENGINEERING SERVICES	3,000		
30350	TRAINING		2,100	
	AICP EXAM	700		
	SEMINARS/ASSOCIATIONS	1,400		
30403	TRAVEL		1,400	
	SEMINARS/WORKSHOPS	1,400		
30412	POSTAGE	500	500	
30470	PRINTING	500	500	
30520	OPERATING SUPPLIES		400	
	MISC SUPPLY	400		
30540	BOOKS,SUBSCRIP/MEMBER	1,500	1,500	
30550	PLANNING BOARD		6,000	
	HEARINGS/LEGAL EXPENSES	6,000		
TOTAL COMPREHENSIVE PLANNING			125,100	125,100

**FISCAL YEAR 2023-2024 BUDGET
5160-INFORMATION TECHNOLOGY**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	0	0	182,500	0.9%	182,500
13	OTHER SALARY	0	0	0	0.0%	0
14	OVERTIME	0	0	3,400	0.0%	3,400
21	FICA	0	0	14,200	0.1%	14,200
22	RETIREMENT	0	0	22,900	0.1%	22,900
23	LIFE/HEALTH INSURANCE	0	0	29,800	0.2%	29,800
24	WORKER'S COMP.	0	0	3,300	0.0%	3,300
	TOTAL PERSONAL SERVICES	0	0	256,100	1.3%	256,100
30	OPERATING EXPENSES					
52	OPERATING SUPPLIES	0	0	335,800	1.7%	335,800
	TOTAL OPERATING EXPENSES	0	0	335,800	1.7%	335,800
	GRAND TOTAL	0	0	777,400	4.0%	777,400

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5160-INFORMATION TECHNOLOGY**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			256,100
10120	REGULAR SALARY		182,500	
	IT MANAGER			
	IT ANALYST			
10140	OVERTIME		3,400	
10210	FICA		14,200	
10220	RETIREMENT		22,900	
10230	HEALTH		28,400	
10231	LIFE/VISION/DENTAL/ADD		1,400	
10240	WORKER'S COMP		3,300	
30	OPERATING EXPENSES			335,800
30403	TRAVEL		5,000	
	SEMINARS/WORKSHOPS-CH	5,000		
30411	TELEPHONE		54,200	
	INTERNET SERVICES-CH	9,200		
	INTERNET SERVICES-PS	13,000		
	TEAMS PHONES PURCHASED-CH	16,000		
	TEAMS PHONES PURCHASED-PS	16,000		
30520	OPERATING SUPPLIES		13,400	
	BUSINESS CONTINUITY SOLUTION-DEVICE	5,000		
	MISC SUPPLY-CH	3,600		
	MISC SUPPLY-PS	4,800		
30521	SOFTWARE MAINTENANCE-CH		68,600	
	0365 EA Agreement			
	ADOBE LICENSING	1,800		
	AIRTIME CLOUD PLUS ANNUAL MAINT.	400		
	CIVIC CLERK	3,700		
	CIVIC ENGAGE-CITY WEBSITE	9,600		
	CIVICONLINE CODE HOSITN	1,200		
	CIVIC HR	4,400		
	CIVIC ANNUAL SUPPORT AND MAINT.	4,700		
	DIGITAL OCEAN VIDEO STREAMING	400		
	CLOUD STORAGE			
	DIGITAL SIGNAGE	800		
	EPIPHAN CLOUD STREAMING SERVICE	700		
	GUARDIAN TRACKING CONTRACT	3,800		
	JUST FOIA	7,000		
	MOBILE DEVICE MANAGEMENT SOFTWARE	1,500		
	OFFSITE BACKUP QUEST	1,500		
	SOCIAL MEDIA ARCHIVING	4,600		
	SPAM FILTERING	2,100		
	SPAM FILTERING	5,800		
	TYLER-RECRUITING (HR)	6,000		
	VMWARE	4,000		
	VMWARE	4,600		
30522	SOFTWARE MAINTENANCE-PS		75,700	
	0365 EA Agreement			
	AD MANAGER PLUS ANNUAL SOFTWARE	3,000		
	ADOBE LICENSING	1,800		
	CID SOFTWARE 3SI	800		
	COUNTY RMS SYSTEM	5,000		
	CROSSMATCH SCANNER CONTRACT	1,000		
	CYBERCHECK - CID	5,100		
	EAGENT SOFTWARE	6,500		
	ENDPOINT CENTRAL ANNUAL SOFTWARE	4,500		
	FINDER SOFTWARE	2,600		

	FUEL MASTER SOFTWARE	1,300	
	GENESIS GENERAL DIAGNOSTIC COMP SOL(MAINT	800	
	HELPDESK ANNUAL SOFTWARE	1,200	
	INTELLIGENT VIDEO SOLUTIONS (CID CAMS)	700	
	INTERVIEW ROOM SOFTWARE/HARDWARE	1,000	
	MOBILE DEVICE MANAGEMENT SOFTWARE	1,500	
	OFFSITE BACKUP QUEST	1,500	
	OP MANAGER ANNUAL NCM ADD ON	400	
	OP MANAGER ANNUAL SOFTWARE	1,100	
	OP MANAER STORAGE MONITORING ADD ON	1,500	
	OP MANAGER SPM/IPAM ADD ON ANNUAL	300	
	POWER DMS SOFTWARE	11,500	
	RAPID ID SOFTWARE SUPPORT	500	
	SPAM FILTERING	2,100	
	QUARTERMASTER SOFTWARE	13,700	
	TLO INVESTIGATIVE SOFTWARE	2,300	
	SPAM FILTERING	4,000	
30523	SOFTWARE ADHOC		4,200
	CITY HALL-0365 BACKUP LICENSES	2,100	
	PUBLIC SAFETY-0365 BACKUP LICENSES	2,100	
30524	HARDWARE REPAIR & MAINTENANCE-CH		37,600
	ACCESS CONTROL READERS & HARDWARE	1,500	
	ADDITIONAL STORAGE-HP NIMBLE	10,000	
	COMPUTERS FOR DISPLAY TV'S	500	
	DESKTOP MONITOR UPGRADES (27")	2,000	
	DESKTOP REPLACEMENTS (8)	10,600	
	NETWORKING HARDWARE R&R	1,200	
	PRINTER REPAIRS/REPLACEMENT	2,000	
	SURVEILLANCE REPAIR & MAINTENANCE	8,000	
	VIDEO SURVEILLANCE REPAIR & MAINT.	1,800	
30525	HARDWARE REPAIR & REPLACEMENT-PS		49,200
	ACCESS CONTROL READERS & HARDWARE	3,000	
	COMPUTERS FOR DISPLAY TV'S	400	
	DESKTOP MONITOR UPGRADES (27")	2,000	
	DESKTOP REPLACEMENTS (8)	10,600	
	LAPTOP 5 LEO REPLACEMENTS	20,000	
	LAPTOP DOCKS FOR NEW LEO LAPTOPS	5,200	
	LAPTOP DOCKS/POWER SUPPLIES REPLACEMENT	3,000	
	NETWORKING HARDWARE R&R	1,200	
	PRINTER REPAIRS/REPLACEMENT	2,000	
	VIDEO SURVEILLANCE REPAIR & MAINT.	1,800	
30526	SECURITY SOFTWARE		11,500
	ANTIVIRUS, CROWDSTRIKE-CH	2,700	
	DUO-CH	800	
	KNOWBE4 SECURITY TRAINING-CH	3,000	
	ANTIVIRUS, CROWDSTRIKE-PS	2,700	
	DUO-PS	800	
	ENDPOINT CENTRAL SECURITY	1,500	
	ADD ON ANNUAL SOFTWARE-PS		
30527	HARDWARE MAINTENANCE/SUPPORT-CH		3,500
	CISCO FIREPOWER MGMT. CENTER	1,300	
	CISCO FIREWALL MAINTENANCE	2,200	
30528	HARDWARE MAINTENANCE/SUPPORT-PS		12,900
	AMAG SSA CONTRACT	1,900	
	CISCO FIREPOWER MGMT. CENTER	1,300	
	CISCO FIREWALL MAINTENANCE	2,200	
	CRADLEPOINT SETUP (5 VEHICLES)	7,500	

60	CAPITAL OUTLAY		185,500
60646	SOFTWARE AS A SERVICE		185,500
	BUSINESS CONTINUITY SOLUTION-3 YR CONTRACT	104,200	
	FLOCK- 5-YR CONTRACT	81,300	
	TOTAL INFORMATION TECHNOLOGY	777,400	777,400

**FISCAL YEAR 2023-2024 BUDGET
5190-OTHER GOVERNMENT EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
30	OPERATING EXPENSES					
356	COMPUTING NETWORK MAINT	458,785	562,600	0	0.0%	(562,600)
553	CODE ENFORCEMENT MAGISTRATE	3,215	12,000	6,000	0.0%	(6,000)
556	CITY BEAUTIFICATION GRANT	3,999	53,000	23,000	0.1%	(30,000)
565	CULTURE AND ENTERTAINMENT	15,691	0	0	0.0%	0
	TOTAL OPERATING EXPENSES	481,690	627,600	29,000	0.1%	(598,600)
	GRAND TOTAL	481,690	627,600	29,000	0.1%	(598,600)

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5190-OTHER GOVERNMENT EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
30	OPERATING EXPENSES			29,000
30553	CODE ENFORCEMENT BOARD		6,000	
30556	CITY BEAUTIFICATION GRANT		23,000	
	BEAUTIFICATION GRANTS	3,000		
	FPL UTILITY BOX COVER PROGRAM	20,000		
OTHER GOVERNMENT TOTAL			29,000	29,000

**FISCAL YEAR 2023-2024 BUDGET
PUBLIC SAFETY SUMMARY**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	2,757,411	2,998,900	3,244,100	16.6%	245,200
13	OTHER SALARY	26,405	39,100	0	0.0%	(39,100)
14	OVERTIME	384,989	272,700	485,200	2.5%	212,500
15	SPECIAL PAY	50	45,600	33,800	0.2%	(11,800)
21	FICA	234,180	249,700	259,600	1.3%	9,900
22	RETIREMENT	699,558	767,000	947,900	4.8%	180,900
23	LIFE/HEALTH INSURANCE	652,569	541,700	640,000	3.3%	98,300
24	WORKER'S COMP.	56,142	63,600	66,500	0.3%	2,900
	TOTAL PERSONAL SERVICES	4,811,304	4,978,300	5,677,100	29.0%	698,800
30	OPERATING EXPENSES					
31	PROFESSIONAL SERVICES	3,342	5,000	15,000	0.1%	10,000
34	CONTRACTUAL SERVICES	25,916	26,200	26,200	0.1%	0
35	TRAINING	61,653	134,300	130,600	0.7%	(3,700)
40	VEHICLE EXPENSE/TRAVEL	196,447	209,700	210,200	1.1%	500
41	COMMUNICATIONS	30,862	47,900	47,900	0.2%	0
43	UTILITIES	99,373	85,300	105,800	0.5%	20,500
44	RENT AND LEASE	18,787	35,300	35,300	0.2%	0
45	GENERAL INSURANCE	150,066	182,500	284,200	1.5%	101,700
46	REPAIRS/MAINTENANCE	50,910	73,900	77,200	0.4%	3,300
47	PRINTING	3,236	2,000	2,000	0.0%	0
49	OTHER CHARGES	4,271	16,000	17,500	0.1%	1,500
51	OFFICE SUPPLIES	8,425	11,400	11,400	0.1%	0
52	OPERATING SUPPLIES	396,792	308,300	385,200	2.0%	76,900
54	BOOKS/MEMBERSHIPS	5,083	12,300	12,800	0.1%	500
	TOTAL OPERATING EXPENSES	1,055,163	1,150,100	1,361,300	7.0%	211,200
60	CAPITAL OUTLAY					
64	EQUIPMENT	507,691	417,200	441,800	2.3%	24,600
645	LEASES	319,781	0	0	0.0%	0
	TOTAL CAPITAL OUTLAY	827,472	417,200	441,800	2.3%	24,600
	GRAND TOTAL	6,693,939	6,545,600	7,480,200	38.2%	934,600

**CITY OF DAYTONA BEACH SHORES
FISCAL YEAR 2023-2024 BUDGET
5210-PUBLIC SAFETY ADMIN. EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	788,326	759,100	604,900	3.1%	(154,200)
13	OTHER SALARY	20,043	21,600	0	0.0%	(21,600)
14	OVERTIME	4,360	3,900	4,600	0.0%	700
15	SPECIAL PAY	0	9,500	19,400	0.1%	9,900
21	FICA	58,266	60,700	47,600	0.2%	(13,100)
22	RETIREMENT	154,429	150,800	134,400	0.7%	(16,400)
23	LIFE/HEALTH INSURANCE	161,046	135,400	119,000	0.6%	(16,400)
24	WORKER'S COMP.	14,971	15,300	11,100	0.1%	(4,200)
	TOTAL PERSONAL SERVICES	1,201,441	1,156,300	941,000	4.8%	(215,300)
30	OPERATING EXPENSES					
35	TRAINING	5,580	7,800	8,500	0.0%	700
40	VEHICLE EXPENSE/TRAVEL	22,704	51,100	51,100	0.3%	0
41	COMMUNICATIONS	17,916	28,100	28,100	0.1%	0
43	UTILITY SERVICES	99,373	85,300	105,800	0.5%	20,500
44	RENT AND LEASE	336	5,800	5,800	0.0%	0
45	GENERAL INSURANCE	149,511	149,500	151,100	0.8%	1,600
46	REPAIRS/MAINTENANCE	406	1,900	1,900	0.0%	0
47	PRINTING	451	1,000	1,000	0.0%	0
49	OTHER CHARGES	4,271	16,000	17,500	0.1%	1,500
51	OFFICE SUPPLIES	4,758	6,400	6,400	0.0%	0
52	OPERATING SUPPLIES	14,057	24,500	26,500	0.1%	2,000
54	BOOKS/MEMBERSHIPS	4,215	7,500	7,900	0.0%	400
	TOTAL OPERATING EXPENSES	323,578	384,900	411,600	2.1%	26,700
60	CAPITAL OUTLAY					
62	BUILDING	0	0	0	0.0%	0
64	EQUIPMENT	0	0	0	0.0%	0
645	LEASES	319,781	0	0	0.0%	0
	TOTAL CAPITAL OUTLAY	319,781	0	0	0.0%	0
	GRAND TOTAL	1,844,800	1,541,200	1,352,600	6.9%	(188,600)

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5210-PUBLIC SAFETY ADMIN. EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			941,000
10120	REGULAR SALARY		604,900	
	PUBLIC SAFETY DIRECTOR			
	ADMIN. ASST			
	RECORDS CLERK (2)			
	LIEUTENANT (2)			
	CRIME ANALYST			
	ACCREDITATION/FIRE SUPT.			
10140	OVERTIME		4,600	
10150	SPECIAL PAY		19,400	
10210	FICA		47,600	
10220	RETIREMENT		134,400	
10230	HEALTH		113,600	
10231	LIFE/VISION/DENTAL/ADD		5,400	
10240	WORKER'S COMP.		11,100	
30	OPERATING EXPENSES			411,600
30350	TRAINING		8,500	
	ACCREDITATION CONFERENCES	1,000		
	CAREER DEVELOPMENT	800		
	CEU/MISC TRAINING & BOOKS	700		
	CID TRAINING	800		
	FIRE MARSHALL CONFERENCES	1,000		
	MISC TRAINING	500		
	MISC TRAINING BOOKS	800		
	POLICE CHIEFS CONF	900		
	PROPERTY/EVIDENCE TRAINING	2,000		
30401	GAS/OIL	24,900	24,900	
30402	REPAIRS	13,200	13,200	
30403	TRAVEL		13,000	
	ACCREDITATION CONFERENCES	3,000		
	CID CONFERENCES	800		
	FIRE MARSHALL CONF	1,000		
	FLORIDA POLICE CHIEF'S CONFS	2,500		
	MISC. SEMINARS/CONFER	4,500		
	WITNESS INTERVIEWS/SUSPECTS	1,200		
30411	TELEPHONE		26,600	
	AT&T	2,500		
	PHONE SERVICE	11,000		
	WIRELESS	13,100		
30412	POSTAGE	1,500	1,500	
30431	ELECTRIC	95,000	95,000	
30432	WATER	9,400	9,400	
30434	SEWER	1,400	1,400	
30440	LEASES		5,800	
	COPIER	2,700		
	MISC. VEH. RENTALS	1,900		
	WATER COOLER	1,200		
30450	GENERAL INSURANCE	151,100	151,100	
30460	REPAIRS/MAINTENANCE		1,900	
	FLORIDA PAC	600		
	MISCELLANEOUS	1,000		
	SHREDDER CONTRACT	300		
30470	PRINTING	1,000	1,000	
30490	OTHER CHARGES		17,500	
	AWARDS CEREMONY	4,000		
	COMMUNITY OUTREACH	3,500		
	DRUG BUYS/INFORMANT.	5,000		
	RETIREMENT	2,000		
	TOUR DE FORCE	3,000		
30510	OFFICE SUPPLIES	6,400	6,400	
30520	OPERATING SUPPLIES		26,500	
	2D/1D BARCODE SCANNER & PRINTER	3,000		
	CLOTHING ALLOWS.	5,500		
	EVIDENCE SUPPLS/PROC	6,000		
	MISC. OPERATING/CLEANING	2,500		
	OFFICE CHAIRS/FOLDING CHAIRS	3,500		
	UNIFORMS & CLEANING	6,000		

30540	BOOKS/MEMBERSHIP		7,900	
	ASSORTED MEMBERSHIPS & SUBSCRIPTIONS	1,000		
	CODE BOOKS & UPDATES	3,000		
	DIGITAL NEWSPAPER-12 MOS.	200		
	FBI ACADEMY ASSOC../LEEDA	400		
	FLA PAC	100		
	FLORIDA POLICE CHIEF'S ASSOC.	600		
	INTERNATIONAL ASSOC. OF FIRE CHIEF'S	100		
	INTERNATIONAL POLICE CHIEF'S ASSOC.	100		
	NATIONAL DIRECTORY	200		
	NFPA SUBSCRIPTION SERVICE/MEMBERSHIP	1,800		
	VCFPA	100		
	VOLUSIA COUNTY FIRE CHIEF'S ASSOC../VCFPA	100		
	VOLUSIA COUNTY POLICE CHIEF'S	200		
TOTAL P.S. ADMIN.			1,352,600	1,352,600

**CITY OF DAYTONA BEACH SHORES
FISCAL YEAR 2023-2024 BUDGET
5211-PUBLIC SAFETY CID, PATROL & RESCUE EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	1,871,798	2,140,300	2,539,600	13.0%	399,300
13	OTHER SALARY	5,513	15,200	0	0.0%	(15,200)
14	OVERTIME	380,629	267,800	478,100	2.4%	210,300
15	SPECIAL PAY	50	36,100	11,900	0.1%	(24,200)
21	FICA	168,761	181,100	204,200	1.0%	23,100
22	RETIREMENT	534,307	604,800	800,900	4.1%	196,100
23	LIFE/HEALTH INSURANCE	460,105	381,700	491,200	2.5%	109,500
24	WORKER'S COMP.	39,430	46,300	53,600	0.3%	7,300
	TOTAL PERSONAL SERVICES	3,460,593	3,673,300	4,579,500	23.4%	906,200
30	OPERATING EXPENSES					
31	PROFESSIONAL SERVICES	3,342	5,000	15,000	0.1%	10,000
34	CONTRACTUAL SERVICES	25,000	24,700	24,700	0.1%	0
35	TRAINING	55,998	126,500	121,100	0.6%	(5,400)
40	VEHICLE EXPENSE/TRAVEL	172,067	157,100	157,600	0.8%	500
41	COMMUNICATIONS	12,946	19,800	19,800	0.1%	0
44	RENT AND LEASE	18,451	29,500	29,500	0.2%	0
45	GENERAL INSURANCE	0	32,400	126,500	0.6%	94,100
46	REPAIRS/MAINTENANCE	47,144	60,100	66,600	0.3%	6,500
47	PRINTING	2,785	1,000	1,000	0.0%	0
51	OFFICE SUPPLIES	3,667	5,000	5,000	0.0%	0
52	OPERATING SUPPLIES	379,871	276,900	344,800	1.8%	67,900
54	BOOKS/MEMBERSHIPS	868	4,800	4,900	0.0%	100
	TOTAL OPERATING EXPENSES	722,139	742,800	916,500	4.7%	173,700
60	CAPITAL OUTLAY					
64	EQUIPMENT	507,691	417,200	441,800	2.3%	24,600
	TOTAL CAPITAL OUTLAY	507,691	417,200	441,800	2.3%	24,600
	GRAND TOTAL	4,690,423	4,833,300	5,937,800	30.3%	1,104,500

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5211-PUBLIC SAFETY CID, PATROL & RESCUE EXPENSE**

ACCT.#	CATEGORY	DETAIL	LINE ITEM	TOTAL
10	PERSONAL SERVICES			4,579,500
10120	REGULAR SALARY		2,539,600	
	SERGEANTS (5)			
	DETECTIVES (3) INCLUDES 1 SERGEANT			
	OFFICERS/RESCUE (25)			
10140	OVERTIME		478,100	
10150	SPECIAL PAY		11,900	
10210	FICA		204,200	
10220	RETIREMENT		800,900	
10230	HEALTH		468,400	
10231	LIFE/VISION/DENTAL/ADD/CANCER		22,800	
10240	WORKER'S COMP.		53,600	
30	OPERATING EXPENSES			916,500
30310	PROFESSIONAL SERVICES		15,000	
	DRUG SCREENINGS-NEW HIRE	1,000		
	HEPATITIS B VAC.	2,000		
	MISC	1,000		
	MISC DRUG SCREENS	1,000		
	PHYS/EKG/PSYCH EXAMS	4,000		
	PSYCHOLOGICAL EXAMINATIONS	6,000		
30340	CONTRACT SERVICES		24,700	
	CERTIFICATE RENEWALS	1,700		
	OUTSIDE CONTRACT SERVICES	23,000		
30350	TRAINING		119,600	
	CAREER DEVELOPMENT CLASSES	2,000		
	CID TRAINING & CONFERENCES	5,000		
	DEFENSIVE TACTICS INSTRUCTOR	3,000		
	EDGEWATER RANGE	1,000		
	EDUCATIONAL REIMBURSEMENT	13,000		
	EMS TRAINING EQUIPMENT (MANIKINS)	12,000		
	EVOC/PUMP OPS/CO. OFFICER TRAINING	5,000		
	FIRE INSPECTOR CEU	200		
	FIREARMS INSTRUCTOR TRAINING	5,000		
	FIREARMS TRAINING/TRAINING AMMO	20,000		
	IA CONFERENCE	1,000		
	JIUJITSU TRAINING	12,000		
	LESS LETHAL TRAINING/TRAINING AMMO	1,300		
	MISC. TRAINING EXPENSES	19,000		
	MOTORS TRAINING	1,000		
	PARAMEDIC & EMT RE-CERTIFICATION	1,100		
	PARAMEDIC/EMT SKILL REFRESHER	7,500		
	POLICE/FIRE RELATED COURSES, BOOKS, & SEMINARS	1,000		
	SIMUNITIONS AMMUNITION	4,000		
	TACTICAL TEAM TRAINING	4,000		
	TRT Rope Rescue	1,500		
30351	PSO FIRE TRAINING	1,500	1,500	
30401	GAS/OIL	65,100	65,100	
30402	REPAIRS		75,000	
	CONTRACT CAR WASH	4,500		
	CONTROL SYSTEM	1,500		
	GEN.REPAIR/MAINT	65,000		
	MOTORCYCLE EQUIP	2,000		
	WHELEN LIGHT & SIREN PACKAGE	2,000		
30403	TRAVEL		17,500	
	CID- SEMINARS, COURT & CONFERENCES	9,000		
	FIRE MARSHALL- CONFERENCES	3,500		
	PATROLI -SEMINARS, COURT & CONFERENCES	5,000		
30411	TELEPHONE		19,800	
	VERIZON	400		
	ATT	19,400		

30440	LEASES		29,500
	AIR CARDS/LAPTOPS	9,100	
	D.B. HYDRANTS	7,500	
	MONTHLY COPIES CHARGE	600	
	P.O. HYDRANTS	12,300	
30450	GENERAL INSURANCE	126,500	126,500
30460	REPAIRS/MAINTENANCE		66,600
	02 SYSTEM MAINT./HYDRO TEST	5,000	
	BIO HAZARD DISPOSAL	2,000	
	BUNKER GEAR CLEANING	1,000	
	FIRE EXTINGUISHER SERVICE	400	
	HOSE MONSTER BUNDLE-HYDRANT FLOW TEST KIT	4,000	
	HYDRO TEST SCBA BOTTLES	2,000	
	LADDER REPAIRS & LABELS	1,000	
	MAINT. CONTRACT FOR RADIOS	11,000	
	MAKO COMPRESSOR MAINT. & REPAIRS	4,000	
	MEDICAL EQUIPMENT	800	
	METH LAP CLEANUP	6,000	
	MISC. SERVICES/REPAIRS	2,300	
	MSA ANNUAL FLOW TEST/REPAIRS	3,000	
	PUMP, LADDER, 7 HOSE TESTING	6,000	
	RADAR UNITS (CALIBRATED 2X ANNUALLY)	2,000	
	RADIO & LIGHT BARS NOT IN MAINT.	1,000	
	RADIO PROFILE UPDATE 80 @ \$34.00 each	3,000	
	RECERTIFY INTOX SIMULATORS	3,500	
	TNT/EDRAULIC/STRONG ARM SERVICING	2,000	
	WEAPON MAINT. 7 REPLACEMENT PARTS	2,600	
	ZOLL TECH SUPPORT (2 LIFE PAKS)	4,000	
30470	PRINTING		1,000
	REPORTS/FORMS/ETC...	1,000	
30510	OFFICE SUPPLIES	5,000	5,000
30520	OPERATING SUPPLIES		344,800
	2 REPLACEMENT CHAIRS	1,000	
	AED 10 @1500 EACH	15,000	
	BADGES	1,500	
	BALLISTIC VEST 5 @\$1100 each	5,500	
	BUNKER GEAR 10 SETS @ \$6000 Each	60,000	
	CID DUTY GEAR & EQUIPMENT	2,000	
	COMMERCIAL FRIDGE/FREEZER EVIDENCE	5,000	
	DECON EQUIPMENT	1,000	
	DEHUMIDIFIER	400	
	DRONE ACCESSORIES	15,000	
	DRUG TEST KITS	1,500	
	DUTY AMMO	5,000	
	DUTY GEAR	2,500	
	EMS BAGS 24 @ \$500 EACH	12,000	
	EVIDENCE/CRIME SCENE SUPPLIES/EQUIPMENT	6,000	
	FIRE EXTINGUISHERS	2,500	
	FIRE GEAR BAGS 50 @ \$100 EACH	5,000	
	FIRE GLOVES/HOODS/HELMETS/BOOTS/MISC ACC	30,000	
	FIRE INSPECTOR TOOLS & EQUIPMENT	1,000	
	HEARING & EYE PROTECTION	400	
	LOAD BEARING OUTER CARRIERS 25 @ 325 EA.	8,100	
	MEDICAL SUPPLIES	50,000	
	MISCELLANEOUS EQUIPMENT	3,000	
	MISCELLANEOUS SUPPLIES & TOOLS	3,500	
	MRE'S	1,200	
	NIGHT VISION MONOCULAR 2 @ \$2295 EA.	4,600	
	BINOCULARS 10 @ \$265 EA.	2,700	
	PLECTRON P2 5 @ \$2000 EA.	10,000	
	OXYGEN FILL STATION	400	
	PERSONNEL REHAB. EQUIPMENT 2 @250 EA.	500	
	PORTABLE HOSE RACKS	3,000	
	RADIOS/ANTENNAS/BATTERIES/MICROPHONES/CH	3,500	
	RESCUE & UTILITY ROPE	1,000	
	SIGNAGE	2,500	
	STALKER RADAR UNITS 5 @ \$2300	11,500	
	TACTICAL EQUIPMENT	20,000	

	TOOL, HOSE & FOAM	6,000		
	TRT ROPE RECUE	1,000		
	UNIFORMS & CLEANING/MOTOR GEAR	40,000		
30540	BOOKS/MEMBERSHIP		4,900	
	50 FL. LAW ENFORCEMENT HANDBOOKS @ \$47.00	2,400		
	FLORIDA STATE STATUTES	700		
	IAFCI CERTIFICATION	500		
	IAFCI MEMBERSHIP	100		
	MISC. PUBLICATIONS/MEMBERSHIPS	900		
	NOTA MEMBERSHIP	300		
60	CAPITAL OUTLAY			441,800
60640	EQUIPMENT		441,800	
	DRONE	30,000		
	CID VEHICLES (1) @ \$45,943 each	46,000		
	PATROL CARS (2) @ \$62,100 each	124,200		
	PATROL CARS (5) @ \$48320.00 each (PY)	241,600		
	TOTAL P.S. PATROL DEPARTMENT		5,937,800	5,937,800

FISCAL YEAR 2023-2024 BUDGET
5213-PUBLIC SAFETY- AUTO MAINTENANCE EXPENSE

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	97,287	99,500	99,600	0.5%	100
13	OTHER SALARY	849	2,300	0	0.0%	(2,300)
14	OVERTIME	0	1,000	2,500	0.0%	1,500
15	SPECIAL PAY	0	0	2,500	0.0%	2,500
21	FICA	7,153	7,900	7,800	0.0%	(100)
22	RETIREMENT	10,822	11,400	12,600	0.1%	1,200
23	LIFE/HEALTH INSURANCE	31,418	24,600	29,800	0.2%	5,200
24	WORKER'S COMP.	1,741	2,000	1,800	0.0%	(200)
	TOTAL PERSONAL SERVICES	149,270	148,700	156,600	0.8%	7,900
30	OPERATING EXPENSES					
34	CONTRACTUAL SERVICES	916	1,500	1,500	0.0%	0
35	TRAINING	75	0	1,000	0.0%	1,000
40	VEH EXP/TRAVEL	1,676	1,500	1,500	0.0%	0
45	GENERAL INSURANCE	555	600	6,600	0.0%	6,000
46	REPAIRS/MAINT.	3,360	11,900	8,700	0.0%	(3,200)
52	OPERATING SUPPLIES	2,864	6,900	13,900	0.1%	7,000
	TOTAL OPERATING EXPENSES	9,446	22,400	33,200	0.2%	10,800
	GRAND TOTAL	158,716	171,100	189,800	1.0%	18,700

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5213-PUBLIC SAFETY- AUTO MAINTENANCE EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			156,600
10120	REGULAR SALARY		99,600	
	MECHANICS (2)			
10130	OTHER SALARY		-	
10140	OVERTIME		2,500	
10150	SPECIAL PAY		2,500	
10210	FICA		7,800	
10220	RETIREMENT		12,600	
10230	HEALTH		28,400	
10231	LIFE/VISION/DENTAL/ADD		1,400	
10240	WORKER'S COMP.		1,800	
30	OPERATING EXPENSES			33,200
30340	CONTRACT SERVICES		1,500	
	UNIFORM RENTAL	1,500		
	FUEL TANK CLEANING			
30350	TRAINING	1,000	1,000	
30401	GAS/OIL	1,000	1,000	
30402	REPAIRS	500	500	
30450	GENERAL INSURANCE	6,600	6,600	
30460	REPAIRS/MAINTENANCE		8,700	
	FUEL & OIL SPILL CLEANUP KITS	300		
	FUELMASTER MAINTENANCE	1,300		
	GENERATOR MAINTENANCE	1,650		
	MISCELLANEOUS REPAIRS	1,400		
	TIRE DISPOSAL	500		
	TIRE MACHINE REPAIRS	3,500		
30520	OPERATING SUPPLIES		13,900	
	DISPOSE OF HAZ. WASTE	1,200		
	MISC TOOLS/EQUIP./SOFTWR	3,700		
	REPLACEMENT TOOL CHEST	1,000		
	SHOP PRESS	1,750		
	DRILL PRESS	900		
	POWER TOOLS KIT	1,500		
	IMPACT SOCKET SET	750		
	AIR HOSE WITH REELS	500		
	HAND TOOL	2,600		
60	CAPITAL OUTLAY			-
60640	EQUIPMENT		-	
TOTAL AUTOMOBILE MAINT. DEPT.			189,800	189,800

FISCAL YEAR 2023-2024 BUDGET
5240-BUILDING AND CODES EXPENSE

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	459,554	334,700	377,900	1.9%	43,200
13	OTHER SALARY	6,887	10,800	0	0.0%	(10,800)
14	OVERTIME	1,636	500	2,000	0.0%	1,500
15	SPECIAL PAY	65	0	15,000	0.1%	15,000
21	FICA	35,301	26,500	29,100	0.1%	2,600
22	RETIREMENT	70,308	38,400	45,000	0.2%	6,600
23	LIFE/HEALTH INSURANCE	86,941	61,500	74,400	0.4%	12,900
24	WORKER'S COMP.	8,008	6,800	6,700	0.0%	(100)
	TOTAL PERSONAL SERVICES	668,700	479,200	550,100	2.8%	70,900
30	OPERATING EXPENSES					
31	PROFESSIONAL SERVICES	9,549	31,300	2,300	0.0%	(29,000)
34	CONTRACT SERVICES	0	0	71,000	0.4%	71,000
35	TRAINING	2,629	6,000	11,000	0.1%	5,000
40	VEHICLE EXPENSE/TRAVEL	4,985	9,600	11,500	0.1%	1,900
41	COMMUNICATIONS	3,066	3,500	2,500	0.0%	(1,000)
46	REPAIRS/MAINTENANCE	4,564	6,000	6,500	0.0%	500
47	PRINTING	399	500	500	0.0%	0
51	OFFICE SUPPLIES	1,999	4,500	2,500	0.0%	(2,000)
52	OPERATING SUPPLIES	8,672	16,200	10,900	0.1%	(5,300)
54	BOOKS/MEMBERSHIPS	290	3,300	3,300	0.0%	0
	TOTAL OPERATING EXPENSES	36,153	80,900	122,000	0.6%	41,100
60	CAPITAL OUTLAY					
64	EQUIPMENT	0	65,000	225,000	1.1%	160,000
	TOTAL CAPITAL OUTLAY	0	65,000	225,000	1.1%	160,000
	GRAND TOTAL	704,853	625,100	897,100	4.6%	272,000

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5240-BUILDING AND CODES EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			550,100
10120	REGULAR SALARY		377,900	
	CHIEF BLDG. OFFICIAL			
	DPTY DIRECTOR BLDG/CODES			
	CODE ENFORCE OFFICIAL			
	PERMIT TECHNICIAN (2)			
10140	OVERTIME		2,000	
10150	SPECIAL PAY		15,000	
10210	FICA		29,100	
10220	RETIREMENT		45,000	
10230	HEALTH		71,000	
10231	LIFE/VISION/DENTAL/ADD		3,400	
10240	WORKER'S COMP.		6,700	
30	OPERATING EXPENSES			122,000
30310	PROFESSIONAL SERVICES		2,300	
	PLAN REVIEWS (revenue linked)	300		
	SURVEYORS,ENGINEER	2,000		
30340	CONTRACT SERVICES		71,000	
	BUILDING INSPECTION/PLAN REVIEW	71,000		
30350	TRAINING		11,000	
	CONFERENCES	2,600		
	CONT. ED CLASSES	3,800		
	PROFESSIONAL SEMINAR	4,600		
30401	GAS/OIL	4,500	4,500	
30402	VEHICLE REPAIRS	3,300	3,300	
30403	TRAVEL		3,700	
	CONFERENCE/WORKSHOPS	3,700		
30412	POSTAGE	2,500	2,500	
30460	REPAIRS/MAINTENANCE		6,500	
	MISC REPAIRS	900		
	COPIER MAINT.	1,500		
	iWORQ SOFTWARE MAINT	4,100		
30470	PRINTING		500	
	PRINTING/BINDING	500		
30510	OFFICE SUPPLIES		2,500	
	MISC. SUPPLIES	2,500		
30520	OPERATING SUPPLIES		10,900	
	CITY SHIRTS	1,000		
	MISC. SUPPLIES	4,400		
	PLAN REVIEW SCREENS/READER	4,000		
	SCANNING	1,000		
	TOOLS	500		
30540	BOOKS/MEMBERSHIP		3,300	
	INTERNATIONAL CODE BOOKS	800		
	MISC MEMBERSHIPS, BOOKS	2,500		
60	CAPITAL			225,000
60640	CAPITAL EQUIPMENT		225,000	
	BUILDING OFFICIAL VEHICLE #156 (2017)	55,000		
	CODE ENFORCEMENT VEHICLE	35,000		
	DEPUTY BUILDING OFFICIAL VEHICLE	55,000		
	PERMIT MANAGEMENT SOFTWARE	80,000		
TOTAL BUILDING DEPT. EXPENSE			897,100	897,100

**FISCAL YEAR 2023-2024 BUDGET
5390 - PHYSICAL ENVIRONMENT**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
30	OPERATING EXPENSES					
31	PROFESSIONAL SERVICES	16,200	18,000	18,000	0.1%	0
43	UTILITIES (SOLID WASTE/RECYCLING)	1,337,067	1,596,200	1,654,900	8.5%	58,700
	TOTAL OPERATING EXPENSES	1,353,267	1,614,200	1,672,900	8.5%	58,700

**DEPARTMENTAL BUDGET DETAIL
5390 - PHYSICAL ENVIRONMENT**

ACCT.#	CATEGORY	DETAIL	LINE ITEM	TOTAL
30	OPERATING EXPENSES			1,672,900
30310	PROFESSIONAL SERVICES		18,000	
	SW TRACKING SOFTWARE	3,000		
	SW CONTRACT MONITOR	15,000		
30435	SOLID WASTE (revenue linked)	1,543,200	1,543,200	
30436	RECYCLING (revenue linked)	111,700	111,700	
TOTAL UG UTIL DEPARTMENT			1,672,900	1,672,900

**FISCAL YEAR 2023-2024 BUDGET
PUBLIC WORKS EXPENSE SUMMARY**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	542,117	668,600	699,900	3.6%	31,300
13	OTHER SALARY	2,819	6,500	0	0.0%	(6,500)
14	OVERTIME	3,006	5,500	10,100	0.1%	4,600
15	SPECIAL PAY	100	3,000	12,700	0.1%	9,700
21	FICA	40,374	52,400	55,200	0.3%	2,800
22	RETIREMENT	63,141	84,300	112,600	0.6%	28,300
23	LIFE/HEALTH INSURANCE	162,877	159,200	194,400	1.0%	35,200
24	WORKER'S COMP.	9,487	13,300	12,600	0.1%	(700)
	TOTAL PERSONAL SERVICES	823,921	992,800	1,097,500	5.6%	104,700
30	OPERATING EXPENSES					
31	PROFESSIONAL SERVICES	0	100	100	0.0%	0
34	CONTRACTUAL SERVICES	28,421	37,600	94,700	0.5%	57,100
35	TRAINING	2,750	10,300	10,500	0.1%	200
40	VEHICLE EXPENSE/TRAVEL	23,785	19,200	21,100	0.1%	1,900
41	COMMUNICATIONS	4,412	7,500	7,500	0.0%	0
43	UTILITY SERVICES	78,098	83,400	81,400	0.4%	(2,000)
44	RENT AND LEASE	15,510	17,500	17,500	0.1%	0
45	GENERAL INSURANCE	32,675	44,800	70,700	0.4%	25,900
46	REPAIRS/MAINTENANCE	193,287	253,000	270,100	1.4%	17,100
47	PRINTING	219	500	500	0.0%	0
49	OTHER	0	8,500	2,800	0.0%	(5,700)
51	OFFICE SUPPLIES	1,458	2,000	2,000	0.0%	0
52	OPERATING SUPPLIES	39,325	42,600	57,700	0.3%	15,100
54	BOOKS/MEMBERSHIPS	440	500	700	0.0%	200
	TOTAL OPERATING EXPENSES	420,380	527,500	637,300	3.3%	109,800
60	CAPITAL OUTLAY					
62	BUILDING	0	185,000	325,000	1.7%	140,000
63	OTHER IMPROVEMENTS	33,000	208,200	208,200	1.1%	0
64	EQUIPMENT	38,988	315,200	85,000	0.4%	(230,200)
	TOTAL CAPITAL OUTLAY	71,988	708,400	618,200	3.2%	(90,200)
	GRAND TOTAL	1,316,289	2,228,700	2,353,000	12.0%	124,300

FISCAL YEAR 2023-2024 BUDGET
5410-PUBLIC WORKS ADMINISTRATION EXPENSE

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	139,796	261,600	275,300	1.4%	13,700
13	OTHER SALARY	2,514	6,500	0	0.0%	(6,500)
14	OVERTIME	762	500	0	0.0%	(500)
15	SPECIAL PAY	0	0	12,700	0.1%	12,700
21	FICA	10,643	20,600	22,000	0.1%	1,400
22	RETIREMENT	18,126	38,600	59,000	0.3%	20,400
23	LIFE/HEALTH INSURANCE	30,370	36,900	44,700	0.2%	7,800
24	WORKER'S COMP.	2,785	5,300	5,100	0.0%	(200)
	TOTAL PERSONAL SERVICES	204,996	370,000	418,800	2.1%	48,800
30	OPERATING EXPENSES					
31	PROFESSIONAL SERVICES	0	100	100	0.0%	0
34	CONTRACTUAL SERVICES	448	0	0	0.0%	0
35	TRAINING	378	4,000	4,200	0.0%	200
40	VEHICLE EXPENSE/TRAVEL	5,573	6,500	6,900	0.0%	400
41	COMMUNICATIONS	4,412	7,500	7,500	0.0%	0
45	GENERAL INSURANCE	32,675	44,800	70,700	0.4%	25,900
46	REPAIRS/MAINTENANCE	1,789	2,800	2,800	0.0%	0
47	PRINTING	219	500	500	0.0%	0
49	OTHER	0	8,500	2,800	0.0%	(5,700)
51	OFFICE SUPPLIES	1,458	2,000	2,000	0.0%	0
52	OPERATING SUPPLIES	1,572	4,400	4,400	0.0%	0
54	BOOKS/MEMBERSHIPS	440	500	700	0.0%	200
	TOTAL OPERATING EXPENSES	48,964	81,600	102,600	0.5%	21,000
60	CAPITAL OUTLAY					
64	EQUIPMENT	0	43,000	0	0.0%	(43,000)
	TOTAL CAPITAL OUTLAY	0	43,000	0	0.0%	(43,000)
	GRAND TOTAL	253,960	494,600	521,400	2.7%	26,800

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5410-PUBLIC WORKS ADMINISTRATION EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			418,800
10120	REGULAR SALARY		275,300	
	DIRECTOR OF COMMUNITY SERVICE			
	DEPUTY DIRECTOR OF PUBLIC WORKS			
	ADMINISTRATIVE ASSISTANT			
10150	SPECIAL PAY		12,700	
10210	FICA		22,000	
10220	RETIREMENT		59,000	
10230	HEALTH		42,600	
10231	LIFE/VISION/DENTAL/ADD		2,100	
10240	WORKER'S COMP.		5,100	
30	OPERATING EXPENSES			102,600
30310	PROFESSIONAL SERVICES		100	
	EMPLOYMED	100		
30350	TRAINING		4,200	
	APWA CONFERENCES	700		
	CONFERENCE/SEMINARS	500		
	CONT ED CLASSES UCF	3,000		
30401	GAS/OIL	3,500	3,500	
30402	REPAIRS		1,400	
	MISC. REPAIRS	1,400		
30403	TRAVEL		2,000	
	APWA CONFERENCE	1,000		
	CONF/WORKSHOPS	1,000		
30411	TELEPHONE	6,800	6,800	
30412	POSTAGE	700	700	
30440	RENT AND LEASE	-	-	
30450	GENERAL INSURANCE	70,700	70,700	
30460	REPAIRS/MAINTENANCE		2,800	
	800 MHZ RADIO/BASE ST.	200		
	COPIER MAINTENANCE	800		
	IWORQS SOFTWARE MAINT	1,300		
	MISC. MAINTENANCE	500		
30470	PRINTING	500	500	
30490	OTHER CHARGES		2,800	
	EDUCATION & TRAINING	800		
	NPDES OUTFALL MAPPING	2,000		
30510	OFFICE SUPPLIES	2,000	2,000	
30520	OPERATING SUPPLIES		4,400	
	CLOTHING/UNIFORMS	1,000		
	GEN OPER. SUPPLIES	1,800		
	PCs / PRINTERS / SFTWR	1,600		
30540	BOOKS/MEMBERSHIP	700	700	
TOTAL PUBLIC WORKS ADMIN EXPENSE			521,400	521,400

FISCAL YEAR 2023-2024 BUDGET
5412-PUBLIC WORKS BUILDING MAINT. EXPENSE

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	52,049	79,800	77,300	0.4%	(2,500)
13	OTHER SALARY	305	0	0	0.0%	0
14	OVERTIME	23	2,000	2,800	0.0%	800
15	SPECIAL PAY	0	0	0	0.0%	0
21	FICA	3,941	6,300	6,100	0.0%	(200)
22	RETIREMENT	5,843	9,100	9,900	0.1%	800
23	LIFE/HEALTH INSURANCE	15,315	24,500	30,000	0.2%	5,500
24	WORKER'S COMP.	783	1,600	1,400	0.0%	(200)
	TOTAL PERSONAL SERVICES	78,259	123,300	127,500	0.7%	4,200
30	OPERATING EXPENSES					
34	CONTRACTUAL SERVICES	21,816	31,700	49,200	0.3%	17,500
43	UTILITY SERVICES	28,604	31,000	29,000	0.1%	(2,000)
46	REPAIRS/MAINTENANCE	121,386	141,000	135,500	0.7%	(5,500)
52	OPERATING SUPPLIES	4,473	9,300	17,800	0.1%	8,500
	TOTAL OPERATING EXPENSES	176,279	213,000	231,500	1.2%	18,500
60	CAPITAL OUTLAY					
62	BUILDING	0	185,000	325,000	1.7%	140,000
63	IMPROVEMENTS	33,000	0	0	0.0%	0
64	EQUIPMENT	11,725	122,200	0	0.0%	(122,200)
	TOTAL CAPITAL OUTLAY	44,725	307,200	325,000	1.7%	17,800
	GRAND TOTAL	299,263	643,500	684,000	3.5%	40,500

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5412-PUBLIC WORKS BUILDING MAINT. EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			127,500
10120	REGULAR SALARY		77,300	
	BUILDING MAINTENANCE (2)			
10140	OVERTIME		2,800	
10210	FICA		6,100	
10220	RETIREMENT		9,900	
10230	HEALTH		28,400	
10231	LIFE/VISION/DENTAL/ADD		1,600	
10240	WORKER'S COMP.		1,400	
30	OPERATING EXPENSES			246,500
30340	CONTRACT SERVICES		49,200	
	5 Y FIRE SPRINKLER TESTS	1,600		
	ALARM MONITORING	2,500		
	ANNUAL FIRE EXTINGUISHER SERVICE	2,500		
	ELECTRIC CONTRACTOR	15,000		
	ELEVAT'R MAINT. (3) [CH,PS-2]	9,100		
	FIRE ALARM INSPECTIONS	3,200		
	GARAGE DOOR MAINTENANCE	2,500		
	FUEL TANK CLEANING	2,800		
	PEST CONTROL	7,000		
	UNIFORM CLEANING	3,000		
30431	ELECTRIC	20,600	20,600	
30432	WATER	7,700	7,700	
30434	SEWER	700	700	
30462	EXECUTIVE		46,000	
	ADA IMPROVEMENTS	11,000		
	BUILDING DEPT. RENOVATIONS	3,500		
	ELECTRICAL REPAIRS	12,000		
	GENERATOR REPAIRS	1,000		
	INTERIOR LIGHTING CONVERSION	3,500		
	MISCELLANEOUS BLDG REPAIRS	5,000		
	SEALING/PRESSURE CLEANING	10,000		
30463	COMMUNITY CENTER		10,000	
	MISC. BUILDING REPAIRS	10,000		
30465	PUBLIC SAFETY		57,000	
	FIRE BAY EXHAUST FANS	7,500		
	FIRE BAY GARAGE DOOR CABLING	2,000		
	MISC BUILDING REPAIRS	40,000		
	SIGN REPAIR	3,500		
	WEIGHT ROOM CLEANING	4,000		
30467	URGENT CARE BUILDING		2,000	
	GENERAL BUILDING MAINT/REPAIRS	2,000		
30468	FACILITIES-C/S BLG		20,500	
	GARAGE DOOR REPAIRS	5,000		
	EXTERIOR LIGHTING	2,500		
	MAINTENANCE HARDWARE	3,000		
	MISC. REPAIRS AT COMPLEX	5,000		
	STUCCO REPAIR	5,000		
30520	OPERATING SUPPLIES		17,800	
	AIR CONDITIONING FILTERS	4,000		
	MAINT. TOOLS/SUPPLIES/RADIO MAINT	6,500		
	TEMPORARY AC	6,000		
	MISC SUPPLIES	1,300		
60	CAPITAL OUTLAY			325,000
60630	IMPROVEMENTS		325,000	
	AC CONDENSERS FIRE BAY	20,000		
	2ND FLOOR CONDENSE UNITS	20,000		
	DOOR REPLACEMENTS(FIRE BAY & SALLY PORT)	15,000		
	CH-FLOOR TREATMENT PROJECT	60,000		
	PS GARAGE DOOR REPLACEMENT	60,000		
	FIRE BAY CO2 SYSTEM	40,000		
	FIRE BAY TRUSSES SANDBLAST	60,000		
	PS MONUMENT SIGN	50,000		
TOTAL BUILDING MAINT EXPENSE			699,000	699,000

FISCAL YEAR 2023-2024 BUDGET
5413-PUBLIC WORKS STREETS EXPENSE

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	350,272	327,200	347,300	1.8%	20,100
13	OTHER SALARY	0	0	0	0.0%	0
14	OVERTIME	2,221	3,000	7,300	0.0%	4,300
15	SPECIAL PAY	100	3,000	0	0.0%	(3,000)
21	FICA	25,790	25,500	27,100	0.1%	1,600
22	RETIREMENT	39,172	36,600	43,700	0.2%	7,100
23	LIFE/HEALTH INSURANCE	117,192	97,800	119,700	0.6%	21,900
24	WORKER'S COMP.	5,919	6,400	6,100	0.0%	(300)
	TOTAL PERSONAL SERVICES	540,666	499,500	551,200	2.8%	51,700
30	OPERATING EXPENSES					
34	CONTRACTUAL SERVICES	6,157	5,900	45,500	0.2%	39,600
35	TRAINING	2,372	6,300	6,300	0.0%	0
40	VEH EXP./TRAVEL	18,212	12,700	14,200	0.1%	1,500
43	UTILITY SERVICES	49,494	52,400	52,400	0.3%	0
44	RENT AND LEASE	15,510	17,500	17,500	0.1%	0
46	REPAIRS/MAINTENANCE	70,112	109,200	131,800	0.7%	22,600
52	OPERATING SUPPLIES	33,280	28,900	35,500	0.2%	6,600
	TOTAL OPERATING EXPENSES	195,137	232,900	303,200	1.5%	70,300
60	CAPITAL OUTLAY					
63	OTHER IMPROVEMENTS	0	208,200	208,200	1.1%	0
64	EQUIPMENT	27,263	150,000	85,000	0.4%	(65,000)
	TOTAL CAPITAL OUTLAY	27,263	358,200	293,200	1.5%	(65,000)
	GRAND TOTAL	763,066	1,090,600	1,147,600	5.9%	57,000

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5413-PUBLIC WORKS STREETS EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			551,200
10120	REGULAR SALARY		347,300	
	FIELD SUPERVISOR			
	ELECTRICIAN			
	MAINT. WORKER (6)			
10140	OVERTIME		7,300	
10210	FICA		27,100	
10220	RETIREMENT		43,700	
10230	HEALTH		113,600	
10231	LIFE/VISION/DENTAL/ADD		6,100	
10240	WORKER'S COMP.		6,100	
30	OPERATING EXPENSES			303,200
30340	CONTRACT SERVICES		45,500	
	ANIMAL CONTROL-HUMANE SOCIETY	5,000		
	ELECTRICAL CONTRACTOR	35,000		
	UNIFORM RENTAL/CLEANING	5,500		
30350	TRAINING		6,300	
	ANIMAL CONTROL TRAINING	1,000		
	CDL	2,800		
	CONE SCHOOL	1,000		
	SAFETY / SUPRVSR SEMNRS	1,500		
30401	GAS/OIL	6,500	6,500	
30402	REPAIRS	7,500	7,500	
30403	TRAVEL	200	200	
30431	ELECTRIC	48,900	48,900	
30432	WATER	3,500	3,500	
30440	RENT/LEASE		17,500	
	X-MAS POLE DECORATIONS	17,500		
30460	REPAIRS/MAINTENANCE		131,800	
	A1A TRASH CANS	2,000		
	DECOR & MONGOOSE LIGHT POLES TO LI	45,000		
	FIXTURE PAINTING/SIDEWALK REPAIR	10,000		
	GENERAL REPAIRS	9,000		
	LIGHT POLE/FIXTURE REPLACEMENT	40,000		
	MAINTENANCE ON TRAFFIC SIG./LIGHTS	5,300		
	MULCH/FERTILIZER	8,000		
	ROAD/PLANT/SIGN POLE REPAIR	5,600		
	STREET SIGNS	6,500		
	UPGRADE 870 MGZ RADIOS (3)/MAINTENA	400		
30520	OPERATING SUPPLIES		35,500	
	ANIMAL CONTROL SUPPLIES	800		
	BANNER ARMS	5,300		
	BARRICADES	5,000		
	FLAGS	2,100		
	LANDFILL CHARGES	3,300		
	MISC TOOLS / SUPPLIES / EQUIPMENT	4,200		
	OPERATING CHEMICALS	4,200		
	STREET BANNERS	8,400		
	WEEDEATER/SUPPLIES/REPLACE	2,200		
60	CAPITAL			293,200
60630	OTHER IMPROVEMENTS		208,200	
	ROAD IMPROVEMENTS FROM			
	.05 GAS TAX (revenue offset)			
	A-1-A CROSSWALKS	172,900		
	MISC. ROAD IMPROVEMENTS	35,300		
60640	EQUIPMENT		85,000	
	VEHICLE 117 REPLACEMENT (2011)	85,000		
TOTAL STREETS DEPT. EXPENSE			1,147,600	1,147,600

**FISCAL YEAR 2023-2024 BUDGET
5690-BENEFIT TERM PAYOUT EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REGULAR SALARY	124,830	96,000	35,000	0.2%	(61,000)
21	FICA	9,465	7,400	3,400	0.0%	(4,000)
22	RETIREMENT	14,729	9,900	10,000	0.1%	100
25	UNEMPLOYMENT	(1,787)		0	0.0%	0
	TOTAL PERSONAL SERVICES	147,237	113,300	48,400	0.2%	(64,900)
	GRAND TOTAL	147,237	113,300	48,400	0.2%	(64,900)

FISCAL YEAR 2023-2024 BUDGET
5720-PARKS / RECREATION FACILITIES DEPARTMENT EXPENSE

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	150,406	182,400	189,700	1.0%	7,300
13	OTHER SALARY	0	0	0	0.0%	0
14	OVERTIME	250	3,000	5,400	0.0%	2,400
15	SPECIAL PAY	0	0	100	0.0%	100
21	FICA	11,036	14,200	14,900	0.1%	700
22	RETIREMENT	16,765	20,600	24,000	0.1%	3,400
23	LIFE/HEALTH INSURANCE	73,033	61,300	74,400	0.4%	13,100
24	WORKER'S COMP.	3,482	3,500	3,300	0.0%	(200)
	TOTAL PERSONAL SERVICES	254,972	285,000	311,800		26,800
30	OPERATING EXPENSES					
34	CONTRACTUAL SERVICES	3,127	4,600	5,500	0.0%	900
35	TRAINING	1,343	1,400	2,800	0.0%	1,400
40	VEH. EXP/TRAVEL	11,187	9,400	10,900	0.1%	1,500
41	COMMUNICATIONS	3,107	3,200	3,200	0.0%	0
43	UTILITY SERVICES	4,843	5,700	5,300	0.0%	(400)
44	RENT AND LEASE	0	0	0	0.0%	0
45	GENERAL INSURANCE	44,915	56,800	85,400	0.4%	28,600
46	REPAIRS/MAINTENANCE	46,476	49,000	66,000	0.3%	17,000
49	OTHER	2,555	15,000	5,000	0.0%	(10,000)
52	OPERATING SUPPLIES	42,269	46,500	44,500	0.2%	(2,000)
	TOTAL OPERATING EXPENSES	159,822	191,600	228,600	1.2%	37,000
60	CAPITAL OUTLAY					
63	OTHER IMPROVEMENTS	0	92,800	1,130,000	5.8%	1,037,200
64	EQUIPMENT	44,440	0	14,500	0.1%	14,500
	TOTAL CAPITAL OUTLAY	44,440	92,800	1,144,500	5.8%	1,051,700
	GRAND TOTAL	459,234	569,400	1,684,900	8.6%	1,115,500

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5720-PARKS / RECREATION FACILITIES DEPARTMENT EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			311,800
10120	REGULAR SALARY		189,700	
	MAINT, WORKER (5)			
10140	OVERTIME		5,400	
10150	SPECIAL PAY		100	
10210	FICA		14,900	
10220	RETIREMENT		24,000	
10230	HEALTH		71,000	
10231	LIFE/VISION/DENTAL/ADD		3,400	
10240	WORKER'S COMP.		3,300	
30	OPERATING EXPENSES			230,600
30310	PROFESSIONAL SERVICES		2,000	
30340	CONTRACT SERVICES		5,500	
	PEST CONTROL DOG PARK	2,000		
	UNIFORM CLEANING	3,500		
30350	TRAINING		2,800	
	CLASSES/TRAINING/CDL'S	2,800		
30401	GAS/OIL	6,900	6,900	
30402	REPAIRS	4,000	4,000	
30411	PHONE	3,200	3,200	
30431	ELECTRIC	2,900	2,900	
30432	WATER	1,100	1,100	
30434	SEWER	1,300	1,300	
30450	GENERAL INSURANCE	85,400	85,400	
30460	REPAIRS/MAINTENANCE		66,000	
	ASPHALT REPLACEMENT	20,000		
	CLAY COURT SUPPLIES	3,000		
	DUNE CROSSOVER REPAIRS	15,000		
	FERTILIZER/PESTICIDE	3,000		
	GEN REPAIRS/MAINT	5,500		
	MISC. PLANTS/SPRINKLERS	6,100		
	MULCH FOR PARKS	7,000		
	NETS/LIGHTS/COURTS-PBALL	4,000		
	UPGRADE 870 MGZ RADIOS (3)/MAINT.	400		
	WINDSCREENS/NETS/TAPE-ORC	2,000		
30490	OTHER -		5,000	
	COMMUNITY CENTER DECORATIONS	2,000		
	MISC X-MAS DECORATIONS	3,000		
30520	OPERATING SUPPLIES		44,500	
	COURT OF FLAGS	4,000		
	EDGER/BLOWER/TRIMMER(S)	4,000		
	HOLIDAY FLOAT			
	JANITORIAL SUPPLIES	5,000		
	PARK FURNITURE	7,500		
	MISC SUPPLIES	15,500		
	PAPER PRODUCTS	7,000		
	WATER COOLER	1,500		
60	CAPITAL			1,144,500
60630	OTHER IMPROVEMENTS		1,130,000	
	AC COMM. CTR. RESTROOM	15,000		
	AC PAVILLION RESTROOM	15,000		
	MCELROY LIGHTS	20,000		
	DUNE WALKOVERS/SEAWALLS	1,080,000		
60640	EQUIPMENT		14,500	
	MCELROY PARK EXERCISE EQUIP	14,500		
TOTAL PARKS DEPT. EXPENSE			1,686,900	1,686,900

**FISCAL YEAR 2023-2024 BUDGET
5751-COMMUNITY CENTER EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
10	PERSONAL SERVICES					
12	REG. SALARY	280,308	292,300	310,000	1.6%	17,700
14	OVERTIME	4,463	1,500	4,000		
15	SPECIAL PAY	0	1,500	6,600	0.0%	5,100
21	FICA	21,700	22,500	24,100	0.1%	1,600
22	RETIREMENT	50,255	51,600	61,300	0.3%	9,700
23	LIFE/HEALTH INSURANCE	87,698	73,600	75,000	0.4%	1,400
24	WORKER'S COMP.	5,048	5,700	5,400	0.0%	(300)
	TOTAL PERSONAL SERVICES	449,472	448,700	491,200		42,500
30	OPERATING EXPENSES					
34	CONTRACTUAL SERVICES	2,079	9,700	14,600	0.1%	4,900
35	TRAINING	795	3,500	3,500	0.0%	0
40	VEHICLE EXPENSE/TRAVEL	12,853	15,800	15,800	0.1%	0
41	COMMUNICATIONS	6,428	5,500	5,500	0.0%	0
43	UTILITIES	43,573	47,100	47,100	0.2%	0
44	RENT/LEASE	0	500	500	0.0%	0
47	PRINTING	0	3,200	3,500	0.0%	300
49	OTHER CHARGES	1,679	49,500	55,000	0.3%	5,500
51	OFFICE SUPPLIES	3,519	3,000	3,000	0.0%	0
52	OPERATING SUPPLIES	31,764	29,000	29,000	0.1%	0
54	BOOKS/MEMBERSHIPS	1,361	2,500	2,500	0.0%	0
	TOTAL OPERATING EXPENSES	104,051	169,300	180,000	0.9%	10,700
60	CAPITAL OUTLAY					
62	BUILDING	0	0	0	0.0%	0
64	EQUIPMENT	10,902	0	0	0.0%	0
	TOTAL CAPITAL OUTLAY	10,902	0	0	0.0%	0
	GRAND TOTAL	564,425	618,000	671,200	3.4%	53,200

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
5751-COMMUNITY CENTER EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			491,200
10120	REGULAR SALARY		310,000	
	PARKS & REC. DIR			
	COMM CENTER COORD.			
	EVENT LIAISON/CUSTODIAL (2)			
	PUBLIC INFORMATION OFFICER			
	P/T OFFICE STAFF			
10130	OTHER SALARY		4,800	
10140	OVERTIME		4,000	
10210	FICA		24,100	
10220	RETIREMENT		61,300	
10230	HEALTH		71,000	
10231	LIFE/VISION/DENTAL/ADD		4,000	
10240	WORKER'S COMP.		5,400	
30	OPERATING EXPENSES			180,000
30340	CONTRACT SERVICES		14,600	
	COPIER	1,600		
	LOBBY TOOLS	5,000		
	PHOTOGRAPHER	1,500		
	PLANT PEOPLE	1,300		
	SOFTWARE MAINT	4,500		
	WATER COOLER	300		
	XM RADIO	300		
	YOUTUBE	145		
30350	TRAINING	3,500	3,500	
30403	TRAVEL		15,800	
	FEDC	1,500		
	FPRA-PIO	2,000		
	FRPA	3,000		
	FRPA AGENCY SUMMIT	1,000		
	MILEAGE	4,800		
	NRPA	3,000		
	VFRA-PIO	500		
30411	TELEPHONE	5,400	5,400	
30412	POSTAGE	100	100	
30431	ELECTRIC	29,600	29,600	
30432	WATER	9,300	9,300	
30434	SEWER	8,200	8,200	
30440	RENT/LEASE	500	500	
30470	PRINTING	3,500	3,500	
30490	OTHER CHARGES		55,000	
	CULTURE & ENTERTAINMENT	30,000		
	MARKETING/WEBSITE	19,500		
	MISC.	500		
	SHORES EXPO	5,000		
30510	OFFICE SUPPLIES	3,000	3,000	
30520	OPERATING SUPPLIES		29,000	
	HOLIDAY DECORATIONS	10,000		
	CUSTODIAL SUPPLIES	15,000		
	MISC	3,200		
	VCRDA LUNCHEON	800		
30540	MEMBERSHIPS/BOOKS/PUBLICA.	2,500	2,500	
TOTAL COMMUNITY CENTER			671,200	671,200

**FISCAL YEAR 2023-2024 BUDGET
5800-CONTINGENCY EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
90	TRANSFERS					
900	CONTINGENCY	0	928,000	1,129,400	5.8%	201,400
	GRAND TOTAL	0	928,000	1,129,400	5.8%	201,400

**FISCAL YEAR 2023-2024 BUDGET
BUDGET DETAIL
5800-CONTINGENCY EXPENSE**

DEPARTMENTAL BUDGET DETAIL

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
90	TRANSFERS			1,129,400
900	Contingency		1,129,400	
	CAPITAL DEPRECIATION & SELF			
	INSURANCE (EE HEALTH & WINDSTORM)	792,100		
	SHORT-TERM GENERAL	50,000		
	COMMUNITY CENTER RESERVE REPAYMENT	287,300		
TOTAL CONTINGENCY			1,129,400	1,129,400

**FISCAL YEAR 2023-2024 BUDGET
5820-GEN LONG TERM DEBT EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	% of GF	BUDGET CHANGE
70	DEBT SERVICE					
710	PRINCIPAL EXPENSE	0	0	322,600	1.6%	322,600
720	INTEREST EXPENSE	0	0	22,100	0.1%	22,100
	TOTAL DEBT SERVICE	0	0	344,700	1.8%	344,700
	GRAND TOTAL	0	0	344,700	1.8%	344,700

**CITY OF DAYTONA BEACH SHORES
DEPARTMENTAL BUDGET DETAIL
5820-GEN LONG TERM DEBT EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
70	LEASE COSTS			356,100
70710	PRINCIPAL EXPENSE		322,600	
	LEASES:	159,500		
	AXON BASE FLEET CONTRACT BODY CAM/I	63,900		
	AXON BASE FLEET CONTRACT (15 CARS)	64,400		
	AXON CONTRACT (5 CARS)	17,400		
	AXON CONTRACT (5 CARS)	12,100		
	PITNEY BOWES	1,700		
	SOFTWARE AS A SERVICE:	163,100		
	BUSINESS CONTINUITY SOLUTIONS	37,100		
	FLOCK	15,500		
	MICROSOFT 365	32,900		
	TYLER SAAS-ERP	77,600		
70720	INTEREST EXPENSE		22,100	
	LEASES:	10,700		
	AXON BASE FLEET CONTRACT BODY CAM/I	5,000		
	AXON BASE FLEET CONTRACT (15 CARS)	3,500		
	AXON CONTRACT (5 CARS)	900		
	AXON CONTRACT (5 CARS)	1,000		
	PITNEY BOWES	300		
	SOFTWARE AS A SERVICE:	11,400	11,400	
	BUSINESS CONTINUITY SOLUTIONS	2,700		
	FLOCK	2,100		
	MICROSOFT 365	2,600		
	TYLER SAAS-ERP	4,000		
GEN LONG TERM DEBT			356,100	356,100

**CITY OF DAYTONA BEACH SHORES
FISCAL YEAR 2023-2024 BUDGET
ECONOMIC DEVELOPMENT**

DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	BUDGET CHANGE
ECONOMIC DEV ELOPMENT REVENUE				
APPROPRIATED FUND BALANCE	0	100,000	100,000	0
OPERATIONS REVENUE TOTAL	0	100,000	100,000	0
ECONOMIC DEVELOPMENT EXPENSE				
LAND PURCHASE INCENTIVES	80,100	0	0	0
LEASE SUBSIDY	46,785	100,000	100,000	0
OPERATIONS EXPENSE TOTAL	126,885	100,000	100,000	0
OPERTATIONS NET	(126,885)	0	0	0
TOTAL FUND REVENUE	0	100,000	100,000	0
TOTAL FUND EXPENSE	126,885	100,000	100,000	0
TOTAL NET	(126,885)	0	0	0

**CITY OF DAYTONA BEACH SHORES
FISCAL YEAR 2022-2023 BUDGET
SEWER FUND FUNCTIONAL SUMMARY**

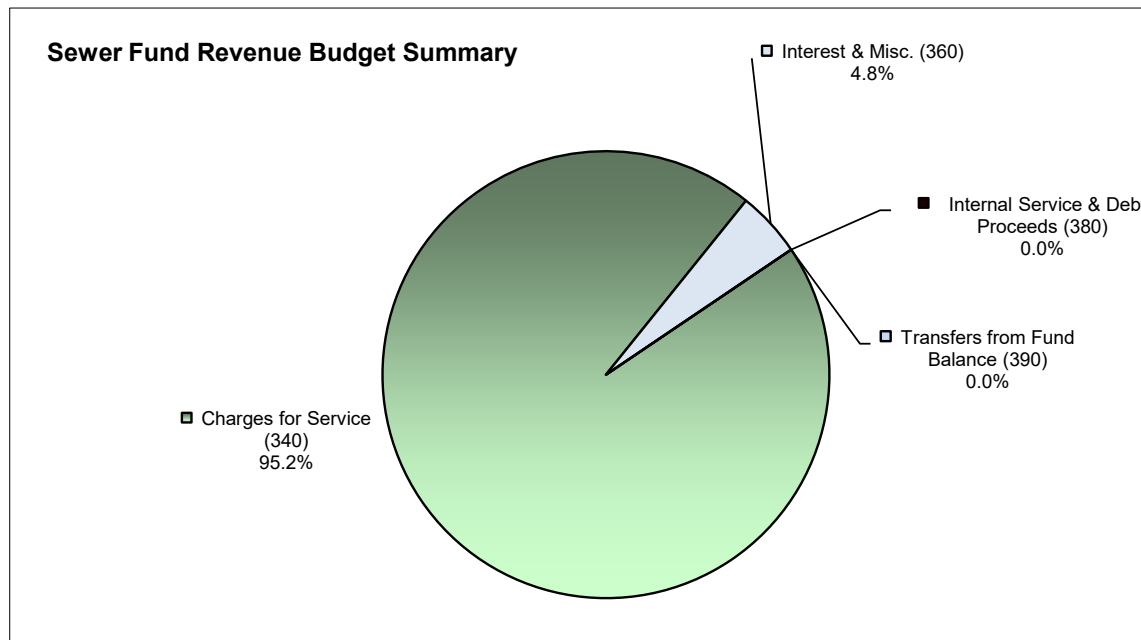
	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	BUDGET CHANGE
FD401					
	SEWER OPERATIONS REVENUE				
	SVC CHG. METER READ	198	100	100	0
	SEWER REVENUE	3,636,044	3,685,400	4,301,600	616,200
	OPERATING INTEREST	6,565	1,000	215,000	214,000
	MISCELLANEOUS	(3,497)	0	0	0
	TRANSFER FR FUND BALANCE		0	0	0
	OPERATIONS REVENUE TOTAL	3,639,310	3,686,500	4,516,700	830,200
	SEWER OPERATIONS EXPENSE				
	TOTAL PERSONAL SERVICES	291,648	263,800	306,300	42,500
	TOTAL OPERATING EXPENSES	2,181,844	2,585,400	3,334,300	748,900
	CAPITAL DEPRECIATION	371,530	447,600	424,700	(22,900)
	TOTAL CAPITAL OUTLAY	0	0	0	0
	CONTINGENCY	0	389,700	451,400	61,700
	OPERATIONS EXPENSE TOTAL	2,845,022	3,686,500	4,516,700	830,200
	SEWER OPERATIONS NET	794,288	0	0	0
FD402					
	SEWER IMPACT FEE REVENUE				
	IMPACT FEE INTEREST	1	100	100	0
	SEWER IMPACT FEE	137,368	16,000	16,000	0
	IMPACT FEE REVENUE TOTAL	137,369	16,100	16,100	0
	SEWER IMPACT FEE EXPENSE				
	OPERATING EXPENSES	81,260	2,000	9,600	7,600
	CONTINGENCY	0	14,100	6,500	(7,600)
	TRANSFER TO RESERVES	10,585	0	0	0
	IMPACT FEE EXPENSE TOTAL	91,845	16,100	16,100	0
	SEWER IMPACT FEE NET	45,524	0	0	0
	TOTAL FUND REVENUE	3,776,679	3,702,600	4,532,800	830,200
	TOTAL FUND EXPENSE	2,936,867	3,702,600	4,532,800	830,200
	TOTAL NET	839,812	0	0	0

**CITY OF DAYTONA BEACH SHORES
FISCAL YEAR 2022-23 BUDGET**

SEWER FUND REVENUE - FUNCTIONAL SUMMARY

Account Description	FY2021-22 Actual	FY2022-23 Amended Bud.	FY2023-24 Budget	Budget Change
Fees (320)	0	0	0	0
Charges for Service (340)	3,636,242	3,447,500	4,301,700	854,200
Interest & Misc. (360)	3,068	15,000	215,000	200,000
Internal Service & Debt Proceeds (380)	0	0	0	0
Transfers from Fund Balance (390)	0	0	0	0
TOTAL	3,639,310	3,462,500	4,516,700	1,054,200

Account Description	SEWER FUND LINE ITEM REVENUE DETAIL			
	FY2021-22 Actual	FY2022-23 Amended Bud.	FY2023-24 Budget	Budget Change
401- 340 -3430-43500 Sewer Revenue	3,636,242	3,447,500	4,301,700	854,200
401- 360 -3610-61003 BoA Operating Interest	6,560	15,000	15,000	0
401- 360 -3610-61260 Other Investment Income	0	0	200,000	200,000
401- 360 -3690-69999 Miscellaneous	(3,497)	0	0	0
401- 390 -3990-81600 Trans fr Fund Balance	0	0	0	0
SEWER FUND TOTAL	3,639,310	3,462,500	4,516,700	1,054,200



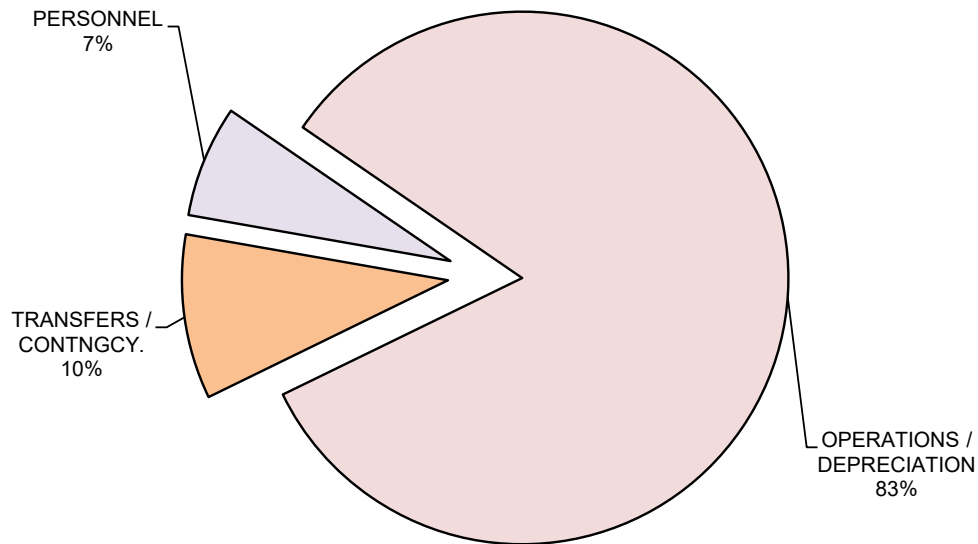
**CITY OF DAYTONA BEACH SHORES
FISCAL YEAR 2023-2024 BUDGET
SEWER FUND EXPENDITURES SUMMARY**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	BUDGET CHANGE
5350	SEWER OPERATING	2,926,282	3,702,600	4,516,700	814,100
TOTAL EXPENDITURES		2,926,282	3,702,600	4,516,700	814,100

BUDGET: SUMMARY BY CATEGORY OF EXPENSE

PERSONNEL	291,648	263,800	306,300	42,500
OPERATIONS / DEPRECIATION	2,634,634	3,035,000	3,759,000	724,000
TRANSFERS / CONTNGCY.	0	403,800	451,400	47,600
TOTAL EXPENDITURES	2,926,282	3,702,600	4,516,700	814,100

Sewer Fund Expense Budget Summary



**CITY OF DAYTONA BEACH SHORES
FISCAL YEAR 2023-2024 BUDGET
401-5350 SEWER OPERATING EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET BUDGET CHANGE	
10	PERSONAL SERVICES				
12	REG. SALARY	172,004	166,100	190,300	14.57%
13	OTHER SALARY	4,075	5,900	0	-100.00%
14	OVERTIME	1,528	4,500	10,200	126.67%
15	SPECIAL PAY	0	1,500	2,600	73.33%
21	FICA	14,051	13,600	15,500	13.97%
22	RETIREMENT	26,753	19,600	24,700	26.02%
23	LIFE/HEALTH INSURANCE	58,645	49,200	59,500	20.93%
24	WORKER'S COMP. & OPEB	14,592	3,400	3,500	2.94%
	TOTAL PERSONAL SERVICES	291,648	263,800	306,300	16.11%
30	OPERATING EXPENSES				
31	PROFESSIONAL SERVICES	(5,914)	60,000	400,000	566.67%
32	ACCOUNTING/AUDITING	17,000	21,400	23,000	7.48%
34	CONTRACTUAL SERVICES	6,036	50,100	15,100	-69.86%
35	TRAINING	944	3,800	8,200	115.79%
40	VEHICLE EXP/TRAVEL	15,364	24,500	24,500	0.00%
41	COMMUNICATIONS	10,923	14,300	15,000	4.90%
43	UTILITY SERVICES	1,134,631	1,233,500	1,543,900	25.16%
44	RENT AND LEASE	0	1,500	1,500	0.00%
45	GENERAL INSURANCE	12,048	15,800	33,200	110.13%
46	REPAIRS/MAINTENANCE	90,378	116,700	123,700	6.00%
47	PRINTING	455	2,100	2,100	0.00%
49	OTHER	855,535	981,400	1,085,300	10.59%
51	OFFICE SUPPLIES	166	600	600	0.00%
52	OPERATING SUPPLIES	44,248	59,400	57,900	-2.53%
54	BOOKS/MEMBERSHIPS	30	300	300	0.00%
59	DEPRECIATION/AMORTIZATION	371,530	447,600	424,700	-5.12%
	TOTAL OPERATING EXPENSES	2,553,374	3,033,000	3,759,000	23.94%
60	CAPITAL OUTLAY				
63	IMPROVEMENTS	0	2,646,000	2,259,400	-14.61%
64	EQUIPMENT	104,582	200,000	37,000	-81.50%
69	CAPITAL OFFSET	(104,582)	(2,846,000)	(2,296,400)	-19.31%
	TOTAL CAPITAL OUTLAY	0	0	0	
90	TRANSFERS				
90	CONTINGENCY	0	389,700	451,400	15.83%
	TOTAL TRANSFERS	0	389,700	451,400	15.83%
	GRAND TOTAL	2,845,022	3,686,500	4,516,700	22.52%

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL
401-5350 SEWER OPERATING EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	<u>TOTAL</u>
10	PERSONAL SERVICES			306,300
10120	REGULAR SALARY		190,300	
	UTILITY SUPERVISOR			
	UTILITY TECHNICIANS (3)			
10140	OVERTIME		10,200	
10150	SPECIAL PAY		2,600	
10210	FICA		15,500	
10220	RETIREMENT		24,700	
10230	HEALTH		56,800	
10231	LIFE/VISION/DENTAL/ADD		2,700	
10240	WORKER'S COMP.		3,500	
30	OPERATING EXPENSES			3,759,000
30310	PROFESSIONAL SERVICES		400,000	
	ENGINEER SERVICES-MASTER PLAN	400,000		
30320	ACCOUNTING/AUDITING		23,000	
	ANNUAL AUDIT	23,000		
30340	CONTRACT SERVICES		15,100	
	CUES MAINT. CONTRACT	1,100		
	GO CANVAS	2,200		
	INTERNET-WIFI	3,000		
	MASTER BYPASS TELEMETRY	4,500		
	STATION 1 ALARM MONTIOR	2,300		
	UNIFORM RENTAL	2,000		
30350	TRAINING		8,200	
	CAMERA SCHOOL	500		
	CDL CLASSES	2,800		
	CONFINED SPACE CERT. (2)	1,300		
	LIFT ST.MECHANIC X-TRAINING	800		
	MISC. TRAINING	2,800		
30400	DIESEL	4,000	4,000	
30401	GAS	6,500	6,500	
30402	VEH.MAINT./REPAIRS		12,000	
	BUCKET TRUCK CERTIFICATION	3,000		
	VEHICLES	9,000		
30403	TRAVEL/PER DIEM		2,000	
	CONFINED SPACE CERT.(2)	1,000		
	LIFT STA. MECHANIC	1,000		
30411	TELEPHONE		8,000	
	CELL PHONES	1,200		
	IPAD CELLULAR	1,000		
	PHONES W/AUTODIAL 10 STATIONS	5,800		
30412	POSTAGE		7,000	
	SEWER BILL MAILING	7,000		
30431	ELECTRIC	42,700	42,700	
30432	WATER		7,700	
	CITY OF P.O. & DB	7,700		
30434	SEWER		1,493,500	
	Charges for Sewer Services	1,493,500		
30440	RENT/LEASE		1,500	
	TOOLS/PUMP RENTALS	1,500		
30450	INSURANCE	33,200	33,200	

**FISCAL YEAR 2023-2024 BUDGET
DEPARTMENTAL BUDGET DETAIL (Con't)
401-5350 SEWER OPERATING EXPENSE**

<u>ACCT.#</u>	<u>CATEGORY</u>	<u>DETAIL</u>	<u>LINE ITEM</u>	
30460	REPAIRS/MAINTENANCE		123,700	
	ELECTRICAL REPAIRS TO STATIONS	2,400		
	EMERGENCY REPAIRS	30,000		
	HATCH REPLACEMENT (1,2,6)	7,000		
	INSPECT/CLEAN/TELEVISION	10,400		
	LOCATES	6,000		
	MAINT. FOR UTILITY SYSTEM	1,000		
	MANHOLE COVERS/RINGS	2,000		
	MASTER BYPASS TELEMETRY PANEL	5,000		
	MISC. REPAIRS/PARTS	4,100		
	POWER MONITOR	2,400		
	PUMP REPAIRS	10,000		
	REPAIRS TO GENERATORS	8,000		
	REPAIRS TO SEWER LINE	9,600		
	ROAD MAINTENANCE AND SUPPLIES	1,500		
	SEALS, SLEEVES, MOTOR STARTERS,	12,000		
	SEMI-ANNUAL WET WELL	6,900		
	SYSTEM REPAIR/MAINT.	5,000		
	UPGRADE 870 MGZ RADIOS(2)/MAINTENANCE	400		
30470	PRINTING		2,100	
	SEWER BILLS AND ENVELOPES	2,100		
30490	OTHER		1,085,300	
	BANKING FEES	3,400		
	INTERNAL SERVICE CHARGE TO GF			
	HR Charge	975,800		
	Assets & Operations Charge	106,100		
30510	OFFICE SUPPLIES		600	
	GEN OFFICE SUPPLIES	600		
30520	OPERATING SUPPLIES		57,900	
	ACTIVATED CARBON FILTERS	18,000		
	BYPASS HOSE REPLACEMENT	6,000		
	DEGREASER	12,000		
	DIESEL FOR GENERATORS	5,500		
	MISCELLANEOUS SUPPLIES	16,400		
30540	BOOKS/MEMBERSHIP		300	
	FL WATER & POLLUTION	300		
30590	DEPRECIATION EXPENSE		424,700	
	CURRENT PLANNED WRITEDOWN	357,700		
	PLANNED FY PURCHASES	67,000		
60	CAPITAL OUTLAY			0
60630	IMPROVEMENTS		2,259,400	
	MASTER STATION ODOR CONTROL	409,400		
	FORCE MAIN PROJECT 3.4.5.6 (DESIGN)	600,000		
	FORCE MAIN PROJECT PHASE 1	1,000,000		
	SLIP LINING SEWER LINE	250,000		
60640	EQUIPMENT		37,000	
	GATOR	25,000		
	MOWER	12,000		
60699	CAPITAL OFFSET	(2,296,400)	(2,296,400)	(2,296,400)
90	TRANSFERS			451,400
90900	CONTINGENCY		451,400	
TOTAL SEWER OPERATING EXPENSE			4,516,700	4,516,700

CITY OF DAYTONA BEACH SHORES

SEWER IMPACT FEE

DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	BUDGET CHANGE
SEWER IMPACT REVENUE				
SEWER IMPACT FEE INTEREST	1	0	100	100
SEWER IMPACT FEES	137,368	16,000	16,000	0
OPERATIONS REVENUE TOTAL	137,369	16,000	16,100	100
SEWER IMPACT EXPENSE				
CONTRACT SERVICES	81,260	2,000	9,600	7,600
OPERATIONS EXPENSE TOTAL	81,260	2,000	9,600	7,600
OPERATIONS NET	56,109	14,000	6,500	(7,500)
TOTAL FUND REVENUE	137,369	16,000	16,100	100
TOTAL FUND EXPENSE	81,260	2,000	9,600	7,600
TOTAL NET	56,109	14,000	6,500	(7,500)

FISCAL YEAR 2022-23 BUDGET

FUND 402 SEWER IMPACT FEES		SEWER FUND LINE ITEM REVENUE DETAIL			
Account Description		FY2021-22 Actual	FY2022-23 Amended Bud.	FY2023-24 Budget	Budget Change
402- 324-2324 -61004 BoA Impact Fee Interest		1	100	100	0
402- 324-2324 -63000 Sewer Impact Fee		137,368	16,000	16,000	0
SEWER FUND TOTAL		137,369	16,100	16,100	0

**FISCAL YEAR 2023-2024 BUDGET
402-2535 SEWER IMPACT FEE EXPENSE**

ACCT.#	DESCRIPTION	FY2021-22 ACTUAL	AMENDED FY2022-23 BUDGET	Draft FY2023-24 BUDGET	BUDGET CHANGE
30	OPERATING EXPENSES				
340	OTHER CONTRACT SERVICES <i>(revenue linked -collected fees due port orange & misc eng.srvcs)</i>	81,260	2,000	9,600	7,600
OPERATING EXPENSES		81,260	2,000	9,600	7,600
90	NON-OPERATING				
900	CONTINGENCY	0	14,100	6,500	(7,600)
NON-OPERATING		0	14,100	6,500	(7,600)
IMPACT FEE EXPENSE		81,260	16,100	16,100	0

Daytona Beach Shores Multi-Year Capital Item/Project Plan Summary

	Department	% of 5-Year Est. Expense	5-Year Est. Expense	Planned FY 22/23	Planned FY 23/24	Planned FY 24/25	Planned FY 25/26	Planned FY 26/27	Planned FY 27/28
5110	Legislative	0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5120	Executive	0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5130	Finance	0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5190	Other Gov't	0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0
521x	Public Safety	30%	\$2,266,599	\$351,600	\$766,999	\$340,000	\$264,000	\$269,000	\$275,000
5240	Blg. Dept.	3%	\$200,000	\$25,000	\$175,000	\$0	\$0	\$0	\$0
541x	Public Works	48%	\$3,684,200	\$268,200	\$686,000	\$850,000	\$1,640,000	\$120,000	\$120,000
5720	Parks & Recreation	20%	\$1,512,000	\$0	\$1,246,000	\$166,000	\$100,000	\$0	\$0
5751	Community Center	0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-Total General Fund		100%	\$7,662,799	\$644,800	\$2,873,999	\$1,356,000	\$2,004,000	\$389,000	\$395,000
4531	Sewer Impact Fee	0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-Total Utility Fund		0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GRAND TOTAL--ALL FUNDS			\$7,662,799	\$644,800	\$2,873,999	\$1,356,000	\$2,004,000	\$389,000	\$395,000

Daytona Beach Shores Multi-Year Capital Item/Project Plan Detail

ID	FUND/Dept	Item/Project	5-Year Est. Expense	Planned FY 22/23	Planned FY 23/24	Planned FY 24/25	Planned FY 25/26	Planned FY 26/27	Planned FY 27/28
L 1	Legislative		\$0	\$0	\$0	\$0	\$0	\$0	\$0
E1	Executive	EMERGENCY OPERATIONS CENTER (EOC)	\$3,200,000		\$500,000	\$2,500,000	\$200,000		
F1	Finance		\$0						
PS1	Public Safety		\$0						
PS2		ADMINISTRATIVE VEHICLE	\$101,313		\$66,313	\$35,000			
PS3		CID VEHICLE	\$91,886		\$91,886				
PS4		DRONE	\$60,000	\$30,000	\$30,000				
PS5		FARO EQUIPMENT	\$80,000		\$80,000				
PS6		MOBILE COMMAND UNIT	\$25,000		\$25,000				
PS7		PATROL CARS (5) @ \$48320.00 each	\$1,672,400	\$241,600	\$365,800	\$257,000	\$264,000	\$269,000	\$275,000
PS8		RESCUE VEHICLE	\$96,000		\$48,000	\$48,000			
PS9		SCBA MASKS	\$140,000	\$80,000	\$60,000				
OG1	Other Gov't		\$0						
BC1	Bldg. & Codes	BUILDING INSPECTOR VEHICLE	\$55,000		\$55,000				
BC2		BUILDING OFFICIAL VEHICLE #166	\$95,000	40,000	\$55,000				
BC3		CODE ENFORCEMENT VEHICLE	\$60,000	25,000	\$35,000				
BC4		PERMIT MANAGEMENT SOFTWARE	\$140,000		\$140,000				
	Pub Wks 5410 (Admin)								
PW1	Pub Wks 5412 (Bigs.)	CH-2ND FLOOR CONDENSE UNITS	\$20,000		\$20,000				
PW2		CH-FLOOR TREATMENT PROJECT	\$60,000		\$60,000				
PW3		CH-HURRICANE SHUTTERS (FL 2/3)	\$100,000		\$100,000				
PW4		CH-SPALLING REPAIRS	\$130,000	60,000	\$70,000				
PW5		GENERATOR-CC	\$120,000		\$120,000				
PW6		PA-EVIDENCE SHED	\$12,000		\$12,000				
PW7		PS-AC CONDENSERS FIRE BAY	\$20,000		\$20,000				
PW8		PS-CO2 SYSTEM	\$40,000		\$40,000				
PW9		PS-DOOR REPLACEMENT FIRE BAY/SALLY	\$15,000		\$15,000				
PW10		PS-FIRE BAY TRUSSES SANDBLAST	\$60,000						
PW11		PS-GARAGE REPLACEMENT	\$60,000		\$60,000				
PW12		PS-MONUMENT SIGN REPLACEMENT	\$50,000		\$50,000				
PW13		PW-BUILDING EXPANSION	\$2,250,000			\$750,000	\$1,500,000		
PW14	Pub Wks 5413 (Streets)	A-1-A CROSSWALKS	\$172,900	172,900					
PW15		FLORIDA SHORES BLVD REPAVE	\$40,000				\$40,000		
PW16		KABOTA TRACTOR REPLACEMENT	\$40,000			\$40,000			
PW17		MESSAGE BOARD REPLACEMENT	\$60,000		\$30,000	\$30,000			
PW18		MISC. ROAD IMPROVEMENTS	\$35,300	35,300					
PW19		OCEANS WEST BLVD REPAVE	\$340,000				\$100,000	\$120,000	\$120,000
PW20		SAND BAG FILLER	\$15,000		\$15,000				
PW21		TENNIS GOLF CART	\$14,000		\$14,000				
PW22		VEHICLE 94 REPLACEMENT	\$30,000			\$30,000			
PR1	Parks & Rec	AC COMMUNITY CENTER RESTROOM	\$15,000		\$15,000				
PR2		AC PAVILLION RESTROOM	\$15,000		\$15,000				
PR3		BEACH ACCESS/SEAWALL REBUILD	\$1,080,000		\$1,080,000				
PR4		BOBCAT	\$20,000		\$20,000				
PR5		MCLEARY PARK LIGHTS(BOCCE/PLAY)	\$20,000		\$20,000				
PR6		PAVILLION RENOVATION	\$45,000			\$45,000			
PR7		PLAYGROUND EQUIPMENT	\$150,000			\$50,000	\$100,000		
PR8		TENNIS COURT ROLLER	\$22,000		\$11,000	\$11,000			
PR9		VEHICLE REPLACEMENT 117	\$145,000		\$85,000	\$60,000			
CC1	Community Center	GENERATOR	\$125,000			\$125,000			
S1	Sewer Fund	200KW PORTABLE GENERATOR	\$300,000		\$150,000	\$150,000			
S2		CRANE FOR VEHICLE 69	\$20,000	20,000					
S3		FORCE MAIN REPLACEMENT	\$5,000,000			\$3,000,000	\$2,000,000		
S4		GATOR	\$25,000		\$25,000				
S5		MASTER REHABILITATION	\$400,000				\$400,000		
S6		MASTER ROOF REPLACEMENT	\$24,000			\$24,000			
S7		MASTER STATION ODOR CONTROL	\$350,000		\$350,000				
S8		MOWER	\$12,000		\$12,000				
S9		SEWER IMPROVES/REPAIRS	\$5,150,000	2,575,000	\$2,575,000				
S10		SLIP LINING SEWER LINE	\$310,000	60,000	\$250,000				
S11		STATION 3 FENCE REPLACEMENT	\$11,000	11,000					
S12		STATION 3 ROOF REPLACEMENT	\$28,500			\$28,500			
S13		STATION 5 REHABILITATION	\$200,000				\$200,000		
S14		STATION 5 SPARE PUMP	\$210,000			\$100,000	\$110,000		
S15		STATION 6,7,9,10 GENERATOR REPLACEMENT	\$475,000			\$375,000	\$100,000		
S16		STATION RENOVATIONS	\$3,000,000				\$3,000,000		
S17		SUBSEQUENT REDUNDANCY	\$6,000,000					\$3,000,000	\$3,000,000
S18		TELEMETRY	\$210,000		\$210,000				
S19		VEHICLE #107 REPLACEMENT	\$180,000			\$180,000			
S20		VEHICLE #161 REPLACEMENT	\$45,000						\$45,000
S17		Capital Offset to Depreciation Exp	(\$21,950,500)	(\$2,666,000)	(\$3,572,000)	(\$3,857,500)	(\$5,810,000)	(\$3,000,000)	(\$3,045,000)
		ANNUAL TOTAL	\$11,137,799	\$684,800	\$3,483,999	\$3,981,000	\$2,204,000	\$389,000	\$395,000

MINUTES
CITY COMMISSION MEETING
August 22, 2023
3000 Bellemead Drive, Daytona Beach Shores, FL 32118

1. CALL TO ORDER BY MAYOR

Present: Mayor Nancy Miller, Commissioner Mel Lindauer, Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Chris Conomos

Staff: City Manager Kurt Swartzlander, City Clerk Cheri Schwab, City Attorney Becky Vose, Community Services Director Stewart Cruz, Finance Director Lory Irwin, Economic Development and Public Affairs Director Nancy Maddox, and Public Safety Director Michael Fowler.

2. ROLL CALL BY CITY CLERK

3. PRAYER

4. PLEDGE OF ALLEGIANCE

5. CEREMONIAL ITEMS, PRESENTATIONS AND PUBLIC NOTICES:

A. Sgt. Ricky Rademacher Retirement

Mayor Miller read a proclamation declaring August 22, 2023, as SGT. Ricky Rademacher day for his retirement.

6. APPROVAL OF MINUTES

A. City Commission Budget Workshop Minutes July 25, 2023

COMMISSIONER MEL LINDAUER moved, seconded by COMMISSIONER CHRIS CONOMOS to Approve the City Commission Budget Workshop Minutes of July 25, 2023.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Mel Lindauer, Commissioner Chris Conomos, Mayor Nancy Miller

B. City Commission Minutes July 25, 2023

COMMISSIONER MEL LINDAUER moved, seconded by VICE MAYOR MICHAEL POLITIS to Approve the City Commission Minutes of July 25, 2023.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Mel Lindauer, Commissioner Chris Conomos, Mayor Nancy Miller

7. CONSENT AGENDA:

- A. Public Safety July report
- B. June 2023 Monthly Executive Report
- C. July 2023 Monthly Executive Report
- D. Community Services Department Monthly Report - July 2023
- E. Zev Cohen & Associates, Inc. Engineering Services Contract: Design - Bid Documents For Beach Dune Walkovers & New St. Kitts Seawall
- F. Revised Access Agreement & Construction License For Seawall Construction: St. Kitts Condominium, 2853 S. Atlantic Avenue
- G. Approval of Flock Safety Contract

Comm. Bryan asked for clarification on the Zev Cohen contract. Director Cruz explained that the contract was for phase 2 for the dune walkovers. It will consist of design-to-bid documents and a survey. A portion of the cost will be reimbursed from various sources.

COMMISSIONER RICHARD BRYAN moved, seconded by COMMISSIONER MEL LINDAUER to approve the consent agenda.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Mel Lindauer, Commissioner Chris Conomos, Mayor Nancy Miller

8. **OLD BUSINESS:**

9. **NEW BUSINESS:**

A. Consideration to approve Amended Contract for Legal Services as City Attorney

It was stated that since the beginning of their contract, the monthly retainer had not changed. Beginning with October 1, 2023, the amount will increase to \$9,500 and remain through September 2024. On October 1, 2024, the monthly retainer would increase to \$10,200. Beginning on October 1, 2025, and every year thereafter, the monthly rate shall be increased based on the Consumer Price Index. There are no other amendments to the contract other than the retainer. Mayor Miller stated that she was very happy with their services.

COMMISSIONER MEL LINDAUER moved, seconded by VICE MAYOR MICHAEL POLITIS to Approve the Amended Contract for Legal Services with Vose Law firm.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Mel Lindauer, Commissioner Chris Conomos, Mayor Nancy Miller

B. Ordinance 2023-07: Comprehensive Plan Future Land Use Map amendment for recently annexed single-family residential property located at 3038 South Peninsula Drive

Attorney Vose read the ordinance by title. City Planner Noel Eaton explained that this was a recently annexed property and state law requires that the city assign a future land classification use. The property is a single-family residence. The current county designation is county urban low intensity. The proposed city designation is residential low intensity. All due public notice had been met and both the Planning & Zoning Board and staff recommended approval.

COMMISSIONER RICHARD BRYAN moved, seconded by COMMISSIONER MEL LINDAUER to Approve Ordinance 2023-07 on first reading.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Mel Lindauer, Commissioner Chris Conomos, Mayor Nancy Miller

C. Ordinance 2023-08: Comprehensive Plan Future Land Use Map amendment for recently annexed single-family residential property located at 3040 South Peninsula Drive

Attorney Vose read the ordinance by title. City Planner Noel Eaton explained that this was a recently annexed property and state law requires that the city assign a future land classification use. The property is a single-family residence. The current county designation is county urban low intensity. The proposed city designation is residential low intensity. All due public notice had been met and both the Planning & Zoning Board and staff recommended

approval.

COMMISSIONER CHRIS CONOMOS moved, seconded by COMMISSIONER MEL LINDAUER to Approve Ordinance 2023-08 on first reading.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Mel Lindauer, Commissioner Chris Conomos, Mayor Nancy Miller

10. QUASI-JUDICIAL HEARING

- A. Ordinance 2023-09: Rezoning application for recently annexed property located at 3038 South Peninsula Drive

The City Clerk swore in all witnesses for the hearings. Attorney Vose read the ordinance by title. City Planner Noel Eaton informed the City Commission that this property was recently annexed and now required to be rezoned from the county to the city. It was determined that there was no ex-parte communication by the commission. The property would receive the RSF-2, Urban Single-Family Residential Detached District. All due public notice had been met and both the Planning & Zoning Board and staff recommended approval.

COMMISSIONER MEL LINDAUER moved, seconded by COMMISSIONER CHRIS CONOMOS to Approve Ordinance 2023-09

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Mel Lindauer, Commissioner Chris Conomos, Mayor Nancy Miller

- B. Ordinance 2023-10: Rezoning application for recently annexed property located at 3040 South Peninsula Drive

Attorney Vose read the ordinance by title. City Planner Noel Eaton informed the City Commission that this property was recently annexed and now required to be rezoned from the county to the city. It was determined that there was no ex-parte communication by the commission. The property would receive the RSF-2, Urban Single-Family Residential Detached District. All due public notice had been met and both the Planning & Zoning Board and staff recommended approval.

VICE MAYOR MICHAEL POLITIS moved, seconded by COMMISSIONER MEL LINDAUER to Approve Ordinance 2023-10 on first reading.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Mel Lindauer, Commissioner Chris Conomos, Mayor Nancy Miller

11. CITY ATTORNEY COMMENTS

Attorney Vose had no additional comments.

12. CITY MANAGER COMMENTS

City Manager Kurt Swartzlander presented certificates to both Mayor Miller and Commissioner Lindauer for receiving the Gold Certificate of Excellence from the Florida League of Cities. Mayor Miller was also selected as President-Elect of the Florida League of Mayors. She was the first one to be chosen from Volusia County. It was announced that retiree Lt. Doug Stewart had recently passed. The memorial service will be held at the Community Center. He requested that the rental fee be waived.

COMMISSIONER RICHARD BRYAN moved, seconded by COMMISSIONER MEL LINDAUER to waive the rental fee for the memorial service for Lt. Doug Stewart.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Mel Lindauer, Commissioner Chris Conomos, Mayor Nancy Miller

The City Manager provided an update on the remaining non-conforming signs. There are four left who have not applied for a permit. The work on the Peck Park cross walk has halted while FDOT waits for the equipment to arrive. The County does not have a date to re-open the park as of yet. Updates on the remaining crosswalks were provided. FDOT plans to have the designs to light the remaining crosswalks finished within the next year. Construction would begin the following year (2025).

13. COUNCIL COMMENTS:

Mayor Miller reminded the audience that the "Coffee With the Mayor" will begin again on September 13th with the guest speaker, Sheriff Mike Chitwood. There is a concert this Friday that includes food trucks. She encouraged everyone to participate in the upcoming beach cleanup on September 16th. Vice Mayor Politis stated that he would attend the TPO meeting the next day and would report back to the commission in September.

14. AUDIENCE REMARKS/PUBLIC COMMENTS:

There were no audience comments.

15. ITEMS RECOMMENDED FOR THE NEXT AGENDA:

There were no additional items added to the agenda.

16. ADJOURNMENT:

The meeting ended at 6:50 pm.

**MAYOR
NANCY MILLER**

**CITY MANAGER
KURT D. SWARTZLANDER**

ATTEST:

CITY CLERK, CHERI SCHWAB

MINUTES
CITY COMMISSION MEETING
August 29, 2023
3000 Bellemead Drive, Daytona Beach Shores, FL 32118

1. CALL TO ORDER BY MAYOR

Present: Mayor Nancy Miller, Commissioner Mel Lindauer, Commissioner Chris Conomos, via call-in Vice Mayor Michael Politis. **Absent:** Richard Bryan
Staff: City Manager Kurt Swartzlander, City Clerk Cheri Schwab, and Public Safety Director Michael Fowler.

The commission in attendance provided consensus to allow Vice-Mayor Politits to call in and be a voting member.

2. ROLL CALL BY CITY CLERK

3. NEW BUSINESS:

A. Resolution 2023-10 Emergency Declaration Idalia

City Manager Kurt Swartzlander read the resolution by title only declaring a state of emergency due to Tropical Storm/Hurricane Idalia.

COMMISSIONER MEL LINDAUER moved, seconded by COMMISSIONER CHRIS CONOMOS to Adopt Resolution 2023-10 on first reading.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4 No = 0).

Yes: Vice Mayor Michael Politis, Commissioner Mel Lindauer, Commissioner Chris Conomos, Mayor Nancy Miller

4. ADJOURNMENT:

The meeting ended at 11:32 am.

MAYOR
NANCY MILLER

CITY MANAGER
KURT D. SWARTZLANDER

ATTEST:

CITY CLERK, CHERI SCHWAB



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission
FROM: Kurt Swartzlander, City Manager
PREPARED BY: Nancy Maddox, Recreation Director
SUBJECT: Approval of Port Orange/South Daytona Chamber of Commerce Agreement

SYNOPSIS:

The City of Daytona Beach Shores has created a strong presence and relationship with the Port Orange/South Daytona Chamber of Commerce by adding the Annex in Daytona Beach Shores three (3) years ago as directed in the Economic Development Strategic Plan. It is time to update the lease and attached is the proposed agreement between the City and the Chamber for one year and the Chamber's lease agreement with Panorea Papalambros.

FISCAL IMPACT STATEMENT:

No impact to the current year budget. There will be an increase of \$212 per month for one year plus any increase in utilities from this current budget year.

BACKGROUND:

LEGAL REVIEW:

RECOMMENDATION:

Approve the agreement to be executed by the Mayor of Daytona Beach Shores.

SUGGESTED MOTION:

I move to approve the agreement and to be executed by the Mayor as presented.....

ATTACHMENT:

1. PO SD DBS Chamber lease
2. LEASE Unit D Chamber 2023 updated

**AGREEMENT FOR
CITY PAYMENT OF CERTAIN COSTS**

THIS AGREEMENT FOR CITY PAYMENT OF CERTAIN COSTS (hereinafter “this Agreement”) is made and entered into effective the ____ day of _____, 2023, by and between the CITY OF DAYTONA BEACH SHORES, a political subdivision of the State of Florida (hereinafter the “City”) and PORT ORANGE/SOUTH DAYTONA CHAMBER OF COMMERCE (hereinafter “Chamber”).

WITNESSETH

WHEREAS, the City is a municipality of the State of Florida, having a responsibility to provide certain services to benefit the citizens of the City; and

WHEREAS, the Chamber is an association of businesses located throughout southern Volusia County and provides services to businesses located in the City; and

WHEREAS, the Chamber and Panorea Papalambros (hereinafter the Lessor) entered into a one year Lease dated July 16, 2020 (hereinafter the “Lease”) for the Chamber to set up an office within the City; and

WHEREAS, the City finds that there is a benefit to the businesses and residents for the Chamber to maintain an office within the City; and

WHEREAS, the City agrees to reimburse the Chamber for certain costs associated with maintaining an office within the City.

NOW THEREFORE, in consideration of the premises, and in consideration of the mutual conditions, covenants, and obligations hereafter expresses, it is agreed as follows:

1. **Recitals.** The foregoing recitals are true and correct and constitute the material basis for this Agreement. Said recitals are hereby ratified and made a part of this Agreement.
2. **Terms.** The City agrees to pay the following expenses for the duration of the Lease:
 - a. Rent: \$1500.00 per month;
 - b. Sales tax on rent: \$90.00 per month; and
 - c. Reasonable use of utilities by the Chamber (not to include lessors of any other property), to include only reasonable electric, water, sewer, and internet costs, to be paid by the City within 30 days of receipt of an invoice, which must include a copy of each utility bill being claimed by the Chamber.
3. **Other Terms.**
 - a. Sublease: Chamber may not sublease any portion of the property described in the Lease without express written authorization of the City Council or City Manager. If the Chamber does enter into a sublease without express written authorization of the City, it is a breach, and the City is released from the Terms described in

paragraph two, above, and may recover any proceeds from the sublease during the time such sublease is in effect. If the Chamber enters into a sublease with the City's express written authorization, City's obligations under the Terms described in paragraph two, above, shall be reduced by the amount of rent that the Chamber collects from the sublease(s), as well as a prorated portion of the sales tax and utility costs, as agreed to in said express written authorization.

- b. Use: Chamber shall use and occupy the premises consistent with that of a chamber of commerce.
- c. Default: If the Chamber defaults on the Lease, such default shall be considered a breach of this agreement and the City is released from the Terms described in paragraph two, above, and may recover by any legal means available any payments to the Chamber dating back to the date of the default.
- d. Indemnification: Chamber must indemnify and hold the City harmless against and from any and all claims, losses, penalties, interest, demands, judgments, costs, damages, or expenses, including attorney's fees and court costs, incurred by the City, or its agents, officers, or employees, arising directly or indirectly from Chamber's performance under this Agreement or by any person on Chamber's behalf, including but not limited to those claims, losses, penalties, interest, demands, judgments, costs, damages, or expenses arising out of any accident, casualty, or other occurrence causing injury to any person or property. This includes persons employed or utilized by Chamber (including Chamber's agents and employees). Chamber must further indemnify the City against any claim that any product purchased or licensed by the City from Chamber under this Agreement infringes a United States patent, trademark, or copyright. Chamber acknowledges that Chamber has received consideration for this indemnification the sufficiency of which is acknowledged by Chamber, by Chamber's execution of this Agreement. Chamber's obligation will not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance, whether such insurance is in connection with this Agreement or otherwise. Such indemnification is in addition to any and all other legal remedies available to the City and not considered to be the City's exclusive remedy. In the event that any claim in writing is asserted by a third party which may entitle the City to indemnification, the City must give notice thereof to Chamber, which notice must be accompanied by a copy of statement of the claim. Following the notice, Chamber has the right, but not the obligation, to participate at its sole expense, in the defense, compromise or settlement of such claim with counsel of its choice. If Chamber does not timely defend, contest, or otherwise protect against any suit, action or other proceeding arising from such claim, or in the event the City decides to participate in the proceeding or defense, the City will have the right to defend, contest, or otherwise protect itself against same and be reimbursed for expenses and

reasonable attorney's fees and, upon not less than ten (10) days notice to Chamber, to make any reasonable compromise or settlement thereof. In connection with any claim as aforesaid, the parties hereto must cooperate fully with each other and make available all pertinent information necessary or advisable for the defense, compromise or settlement of such claim. The indemnification provisions of this paragraph will survive the termination of this Agreement. Any indemnification by City specified in the Agreement shall not be construed as a waiver of City's sovereign immunity, and shall be limited to such indemnification and liability limits consistent with the requirements of Section 768.28, Fla. Stat. and subject to the procedural requirements set forth therein. Any other purported indemnification by City in the Agreement in derogation hereof shall be void and of no force or effect.

- e. Any other material breach of the Lease shall constitute a breach of this Agreement.
4. **Non-appropriation.** City's performance and obligation to pay under this Agreement is contingent upon an appropriation during the City's annual budget approval process. If funds are not appropriated for a fiscal year, then the Chamber shall be notified as soon as is practical by memorandum from the City Manager or designee that funds have not been appropriated for continuation of the Agreement, and the Agreement shall expire at the end of the fiscal year for which funding has been appropriated. The termination of the Agreement at fiscal year-end shall be without penalty or expense to the City subject to the City paying all invoices for services rendered during the period the Agreement was funded by appropriations.
5. **Venue and Jurisdiction.** Notwithstanding any of other provision to the contrary, this Agreement and the parties' actions under this Agreement shall be governed by and construed under the laws of the state of Florida, without reference to conflict of law principles. As a material condition of this Agreement, each Party hereby irrevocably and unconditionally: i) consents to submit and does submit to the jurisdiction of the Circuit Court in and for Volusia County, Florida for any actions, suits or proceedings arising out of or relating to this Agreement.
6. **Worker's Compensation Insurance.** Notwithstanding any of other provision to the contrary, Chamber shall maintain in full force and effect during the term of this agreement, statutory coverage of Worker's Compensation insurance covering all employees used in the performance of work under the agreement, or shall provide the City with appropriate documentation that Worker's Compensation insurance is not required. Chamber shall indemnify and save the City harmless for any damage resulting to them for failure of Chamber to take out or maintain such insurance. Statutory coverage for Worker's Compensation Insurance means covering all employees and providing benefits as required by Florida Statute, Chapter 440, regardless of the size of the company (number of employees). The Chamber further agrees to be responsible for employment, control and

conduct of its employees and for any injury sustained by such employees in the course of their employment.

7. **Entire Agreement.** The foregoing constitutes the entire Agreement between the parties and may be modified only by a writing signed by both parties.

IN WITNESS WHEREOF, the parties hereto have signed and sealed this Renewal Agreement on the day and date first written above.

ATTEST:

CITY OF DAYTONA BEACH SHORES

Cheri Schwab, City Clerk

Nancy J. Miller, Mayor

Kurt Swartzlander, City Manager

**PORT ORANGE/SOUTH DAYTONA
CHAMBER OF COMMERCE**

Witness

Witness

LEASE

THIS LEASE, made this 15th day of September 2023, between **Panorea Papalambros** of 45 John Anderson Drive, Ormond Beach, Florida 32176, herein called Lessor, and **Port Orange/South Daytona Chamber of Commerce**, herein called Lessee. Lessee hereby offers to lease from Lessor the premises situated in the City of Daytona Beach Shores, County of Volusia, State of Florida, described as 3060 (unit D-herein attached on exhibit) South Atlantic Avenue, Daytona Beach Shores, Florida 32118. Upon the following TERMS and CONDITIONS:

1. **Term and Rent.** Lessor demises the above premises for a term of **1 year**, commencing **October 1, 2023**, and terminating on **September 30, 2024**, or sooner as provided herein, at the rental rate of **\$1500 per month**. In addition to said rental, Lessee shall pay sales tax on rent, currently at 6% for a total of **\$90.00** on the monthly rent during the term of this Lease, for a total monthly rent of **\$1590.00**. Rental payments are due on the 1st day of each and every month. All rental payments shall be made to Lessor, at the address specified above. Lessee is responsible for the amount of electricity used, garbage and water. Lessee may construct, repair, replace and/or renovate any and all improvements on the herein Leased Premises as it may see fit, provided the Lessor grants consent and approval, which shall not be unreasonably withheld, and as long as all bills for said improvements are paid by Lessee. Lessee agrees to use licensed contractors for any work deemed necessary to comply with local rules and regulations.
2. **Use.** Lessee shall use and occupy the premises consistent with that of a chamber of commerce. Lessee shall not use or permit the premises to be used for any illegal, immoral or improper purpose or permit any waste, nuisance, disturbance, noise or annoyance whatsoever detrimental to the premises or to adjoining properties or their occupants. Lessee shall, at its own expense, comply with all requirements of law and with all ordinances, regulations and orders of any State, County, municipal or other public authority affecting the premises.
3. **Care and Maintenance of Premises.** The Lessee shall, at his own expense, be responsible and maintain the **air conditioning units and at all times, maintain the premises in good, sound, clean, serviceable and safe condition**. Lessor shall be responsible for all **repairs to roof, exterior walls, and structural foundations**.
4. **Destruction of Premises.** In the event of the destruction or substantial damage of the said demised premises by fire, storm, Act of God, or other casualty, without the fault of Lessee, to the extent that the same are rendered reasonably unfit for use, and provided Lessee serves Lessor with a

written notice of such destruction or damage, thereupon, upon Lessor's receipt of such notice, rents provided for herein shall cease until the demised property shall be restored or rebuilt to such condition as before such damage or injury; provided, however, that Lessor shall not be required to restore or rebuild the property, but it shall have the option, after the receipt of Lessee's written notice, either (a) to restore and rebuild the property or (b) to terminate this Lease. Lessor's option either to restore or rebuild the premises, or to terminate the Lease, must be exercised by written notice to Lessee within thirty (30) days after being notified of the destruction or damage. If Lessor exercises its option to rebuild and restore the premises, the rentals provided for in this Lease shall be payable from the date of completion of such restoration and rebuilding. If Lessor exercises its option to terminate this Lease, such termination shall be effective upon Lessor's issuance of such written notice, this Lease shall be automatically terminated, and each of the parties hereto shall be fully released and discharged from all further obligations hereunder.

- 5. Default of Lessee.** If the leased property shall be deserted or vacated, or if there shall be a default in the payments of rent or any part thereof for more than thirty (30) days after the due date of the same, or if there shall be a default in the performance of any other covenant of the Lease, and the Lessee has not remedied the default after the receipt of a written notice, sent by certified mail, giving the Lessee fifteen (15) days from the receipt of the notice to remedy the default, Lessor shall in such case have the right to terminate this Lease by written notice of such termination to Lessee. Such termination shall be effective upon Lessor's giving such written notice of termination and Lessor shall thereupon have the right to re-enter or repossess the leased premises, either by force, summary proceedings, surrender or otherwise, and dispossess and remove Lessee or other occupants thereof, and their effects, without being liable to any suit or prosecution therefore. Lessee hereby waives any notice of intention to evict or re-enter or of instituting legal proceedings to that end. All sums and amounts owed by Lessee to Lessor shall bear interest after maturity at the rate of twelve percent (12%) per annum.
- 6. Indemnity and Liability disclaimer.** Lessee agrees to indemnify and hold Lessor harmless from any and all liabilities, suits, claims, demands, actions, costs, expenses, damages and any attorneys' fees or cost of suit arising there from as a result of Lessee's occupancy of the leased property: including damage to property occasioned by Tenant's use and occupancy of the demised premises or to any use or occupancy which Tenant may permit to suffer to be made of the demised premises: and injury or death to persons

occurring in or about the demised premises. This paragraph shall survive expiration of the Lease.

7. **Insurance.** Prior to Lessee taking possession of the leased premises, Lessee shall at its own expense, obtain a general liability insurance policy in the amount of Five Hundred Thousand and no/00 (\$500,000) Dollars naming the Lessor as a certificate holder to receive notification prior to the policy being cancelled. The Lessee will maintain the above insurance policies throughout the entire term of the Lease.
8. **Late Fee.** In addition to any other provision contained in this Lease, Lessee shall pay Lessor a late fee of One Hundred and no/00 (\$100.00) Dollars for any rent payment not physically received by Lessor within the seven (7) calendar days of that payment's respective due date.
9. **Entire Agreement.** The foregoing constitutes the entire agreement between the parties and may be modified only by a writing signed by both parties.
10. **EARLY TERMINATION CLAUSE.** LESSEE shall have the option to terminate this lease, by giving written notice of that intention and identifying the early termination date to LESSOR at least 60 days prior.

Signed this _____

Lessor: _____,
Panorea Papalambros of 45 John Anderson Dr, Ormond Beach, Fl 32176

Lessee: _____,
Port Orange/South Daytona Chamber of Commerce



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission

FROM:

PREPARED BY: Stewart Cruz, Community Services Director

SUBJECT: Architectural Services RFQ Selection & Authorization of City Manager to Execute Standard Continuing Services Contract

SYNOPSIS:

On July 26, 2023, the City posted a request for qualifications (RFQ) for architectural services (RFQ-2023-07-01). The scope of the services is intended for the selected firms to provide architectural services on an as-needed basis for various City projects, including but not limited to architectural work associated with the design of an emergency operations center and providing routine architectural advice on various architectural and construction related issues and projects.

The RFQ selection committee met on August 30, 2023 to evaluate the three submissions made and provided its recommendation to the City Manager (attached). The City manager has approved the committee's recommendation which is now subject to City Commission consideration and approval. If approved, the proposed firms will be engaged through the City's standard continuing services contract.

FISCAL IMPACT STATEMENT:

Fiscal impact will depend on negotiated contract for a project.

BACKGROUND:

LEGAL REVIEW:

RECOMMENDATION:

- 1) Approval of the following architectural firms for continuing services with the City: CPH, DLZ Florida, and Hall & Ogle Architects.
- 2) Approval to authorize the City Manager to execute the City's standard continuing services contract with the firms selected.

SUGGESTED MOTION:

- 1) Approval of the following architectural firms for continuing services with the City: CPH, DLZ Florida, and Hall & Ogle Architects.
- 2) Approval to authorize the City Manager to execute the City's standard continuing services contract with the firms selected.

ATTACHMENT: 1. Architectural and Structural Engineering RFP Selection Committee Recommendations



City of Daytona Beach Shores
Community Services Department
2990 South Atlantic Avenue
Daytona Beach Shores, FL 32118
Telephone (386) 763-5377

TO: Kurt Swartzlander, City Manager

FROM: Stewart Cruz, Community Services Director

CC: Selection Committee Members

DATE: August 31, 2023

SUBJECT: Architectural & Structural Engineering RFQ Selection Committee Recommendations

Pursuant to sections 4.2 and 4.3 of RFQ-2023-07-01 for Architectural Services and RFQ-2023-07-02 for Structural Engineering Services, the city staff selection committees have convened and provide the following recommendations pursuant to the Sec. 4.1 of the subject RFQs, respectively:

RFQ-2023-07-01, Architectural Services

1. **Respondents:** CPH, DLZ Florida and Hall & Ogle Architects.
2. **Rankings:** N/A. All committee members agreed all three respondents were qualified, experience and capable to execute the terms of the RFQ. The RFQ calls for up to three firms selected.
3. **Selection Committee Recommendation:** CPH, DLZ Florida and Hall & Ogle Architects.
4. **Selection Committee Members:** T. Brown (Deputy Director, Public Works), S. Cruz (Director, Community Services Department), Steve Edmunds (Building Official), M. Fowler (Director, Public Safety Department) and L. Irwin (Director, Finance Department).

RFQ-2023-07-02, Structural Engineering Services

1. **Respondents:** Cape Design Engineering, GRAEF USA, Kimly-Horn and Associates, and TLC Engineering Solutions.
2. **Rankings:** See attached.
3. **Selection Committee Recommendation:** Cape Design Engineering, Kimly-Horn and Associates, and TLC Engineering Solutions.
4. **Selection Committee Members:** S. Cruz (Director, Community Services Department), Steve Edmunds (Building Official) and L. Irwin (Director, Finance Department).

Attachment: Structural Engineering Services Selection Committee Rankings



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission

FROM:

PREPARED BY: Stewart Cruz, Community Services Director

SUBJECT: Structural Engineering Services RFQ Selection & Authorization of City Manager to Execute Standard Continuing Services Contract

SYNOPSIS:

On July 26, 2023, the City posted a request for qualifications (RFQ) for structural engineering services (RFQ-2023-07-02). The scope of the services is intended for the selected firms to provide structural engineering services on an as-needed basis for various City projects, including but not limited to providing (1) third party peer review and opinion on mid and high rise buildings' structural engineering milestone inspection report pursuant to Chapter 718, *Florida Statutes* and post-storm building safety reports, and (2) routine structural engineering advice on various structural engineering and construction related issues and projects related to city buildings, seawalls and dune walkovers.

The RFQ selection committee met on August 30, 2023 to evaluate the four submissions made and provided its recommendation to the City Manager (attached). The City manager has approved the committee's recommendation which is now subject to City Commission consideration and approval. If approved, the proposed firms will be engaged through the City's standard continuing services contract.

FISCAL IMPACT STATEMENT:

Fiscal impact will depend on negotiated project contract.

BACKGROUND:

LEGAL REVIEW:

RECOMMENDATION:

1) Approval of the following structural engineering firms for continuing services with the City: Coastal Design Engineering (CDE), Kimley Horn and Associates, and TLC Engineering Solutions.

2) Approval to authorize the City Manager to execute the City's standard continuing services contract with the firms selected.

SUGGESTED MOTION:

- 1) Approval of the following structural engineering firms for continuing services with the City: Coastal Design Engineering (CDE), Kimley Horn and Associates, and TLC Engineering Solutions.
- 2) Approval to authorize the City Manager to execute the City's standard continuing services contract with the firms selected.

- ATTACHMENT:**
1. Architectural and Structural Engineering RFP Selection Committee Recommendations
 2. RFQ Memo Attachment- Selection Committee Rankings



City of Daytona Beach Shores
Community Services Department
2990 South Atlantic Avenue
Daytona Beach Shores, FL 32118
Telephone (386) 763-5377

TO: Kurt Swartzlander, City Manager

FROM: Stewart Cruz, Community Services Director

CC: Selection Committee Members

DATE: August 31, 2023

SUBJECT: Architectural & Structural Engineering RFQ Selection Committee Recommendations

Pursuant to sections 4.2 and 4.3 of RFQ-2023-07-01 for Architectural Services and RFQ-2023-07-02 for Structural Engineering Services, the city staff selection committees have convened and provide the following recommendations pursuant to the Sec. 4.1 of the subject RFQs, respectively:

RFQ-2023-07-01, Architectural Services

1. **Respondents:** CPH, DLZ Florida and Hall & Ogle Architects.
2. **Rankings:** N/A. All committee members agreed all three respondents were qualified, experience and capable to execute the terms of the RFQ. The RFQ calls for up to three firms selected.
3. **Selection Committee Recommendation:** CPH, DLZ Florida and Hall & Ogle Architects.
4. **Selection Committee Members:** T. Brown (Deputy Director, Public Works), S. Cruz (Director, Community Services Department), Steve Edmunds (Building Official), M. Fowler (Director, Public Safety Department) and L. Irwin (Director, Finance Department).

RFQ-2023-07-02, Structural Engineering Services

1. **Respondents:** Cape Design Engineering, GRAEF USA, Kimly-Horn and Associates, and TLC Engineering Solutions.
2. **Rankings:** See attached.
3. **Selection Committee Recommendation:** Cape Design Engineering, Kimly-Horn and Associates, and TLC Engineering Solutions.
4. **Selection Committee Members:** S. Cruz (Director, Community Services Department), Steve Edmunds (Building Official) and L. Irwin (Director, Finance Department).

Attachment: Structural Engineering Services Selection Committee Rankings

STRUCTURAL ENGINEERING RFQ RANKING SUMMARY-8-31-23				
Respondent	INDIVIDUAL RANK			FINAL RANK
	S. Cruz	S. Edmunds	L. Irwin	
Cape Design Engineering (CDE)	3	1	3	2.3
GRAEF	4	4	4	4.0
Kimley Horn	1	1	2	1.3
TLC Engineering Solutions	2	1	1	1.3

STRUCTURAL ENGINEERING SERVICES RFQ CONTINUING SERVICES STAFF RANKING - 8-31-23					
Reviewer	Position	Qualifications & Experience (35pts)	Criteria Score Related Experience (35pts)	Capabilities- Approach- Capacity (30pts)	Rank
Stewart Cruz	CSD Director <i>Respondent</i>				
Cape Design Engineering (CDE)		24	30	22	76
GRAEF		30	22	22	74
Kimley Horn		33	30	27	90
TLC Engineering Solutions		33	29	27	89

STRUCTURAL ENGINEERING SERVICES RFQ CONTINUING SERVICES STAFF RANKING- 8-31-23					
Reviewer	Position	Qualifications & Experience (35pts)	Criteria Score Related Experience (35pts)	Capabilities- Approach- Capacity (30pts)	Rank
Steve Edmunds	Building Official <i>Respondent</i>				
Cape Design Engineering (CDE)		35	35	30	100
GRAEF		32	32	28	92
Kimley Horn		35	35	30	100
TLC Engineering Solutions		35	35	30	100

STRUCTURAL ENGINEERING SERVICES RFQ CONTINUING SERVICES STAFF RANKING - 8-31-23					
Reviewer	Position	Qualifications & Experience (35pts)	Criteria Score Related Experience (35pts)	Capabilities- Approach- Capacity (30pts)	Rank
Lory Irwin	Finance Director <i>Respondent</i>				
Cape Design Engineering (CDE)		35	32	26	93
GRAEF		35	31	25	91
Kimley Horn		35	31	29	95
TLC Engineering Solutions		35	33	28	96



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission
FROM: Mike Fowler, Public Safety Director
PREPARED BY: Mike Fowler, Public Safety Director
SUBJECT: Updated SWAT Mutual Aid Agreement

SYNOPSIS:

This mutual aid agreement is an update to the existing agreement. This update adds Ormond Beach to the existing agreement and makes Ormond Beach Police Department a participating contributor to the team.

FISCAL IMPACT STATEMENT:

BACKGROUND:

Daytona Beach Shores is a current member of the Southeast Volusia Regional SWAT team. This membership gives the city a full-service SWAT team with the autonomy to make decisions that best align with the goals and objectives of the department. The manpower and equipment are shared between Port Orange, New Smyrna Beach, Edgewater, South Daytona, and Daytona Beach Shores. This agreement adds Ormond Beach as a member.

LEGAL REVIEW:

RECOMMENDATION:

Staff recommends approval of the item.

SUGGESTED MOTION:

I move that we accept the item as presented.

ATTACHMENT: 1. SWAT Mutual Aid 2023 Add Ormond

**SOUTHEAST VOLUSIA REGIONAL (SEVR) SWAT TEAM MUTUAL AID AGREEMENT
BETWEEN THE CITIES OF PORT ORANGE, DAYTONA BEACH SHORES, EDGEWATER,
NEW SMYRNA BEACH, ORMOND BEACH AND SOUTH DAYTONA**

WITNESSETH

Whereas, the Cities of Port Orange, Daytona Beach Shores, Edgewater, New Smyrna Beach, Ormond Beach and South Daytona (collectively referred to herein as the “Cities”) are so located in relation to each other that it is to the advantage of each to share specific law enforcement services and resources to adequately respond to:

- (1) Intensive law enforcement situations including, but not limited to, emergencies as defined in Section 252.34, *Florida Statutes*; and
- (2) Exceptional situations, circumstances and events requiring personnel with special skills, training and equipment.

; and

Whereas, the Cities have the authority under Section 23.12 through Section 23.127, et seq., *Florida Statutes*, the “*Florida Mutual Aid Act*,” to enter into a combined mutual aid agreement for law enforcement service which:

- (1) Provides for rendering of assistance in a law enforcement emergency, as defined in Section 252.34, *Florida Statutes*; and
- (2) Permits voluntary cooperation and assistance of a routine law enforcement nature across jurisdictional lines.

; and

Whereas, the Cities desire to form a Joint Tactical Response Team (known as the Southeast Volusia Regional Special Weapons and Tactics Team, abbreviated as “SEVR SWAT”, and hereafter referred to as “the Team”) consisting of highly dedicated law enforcement personnel from each of the Cities with special skills, training and equipment to respond to exceptional situations, circumstances, and events requiring action by the Team.

NOW, THEREFORE, the Cities agree as follows:

SECTION 1. DEFINITIONS:

Incident Commander: The Chief of Police, or their designee, of the jurisdiction in which an incident requiring emergency response is occurring.

SEVR SWAT Team: The Team is made up of a group of Team Members who are specially trained, equipped and readily available to respond to high risk/critical incidents that

are beyond the scope and training of law enforcement personnel generally assigned to routine patrol or law enforcement functions. Team Members shall, when acting in the capacity of the Team, be under the direct supervision of the Team Commander. The Team supports each of the Cities with a tactical response to critical incidents. High risk/critical incidents include, but are not limited to:

- (a) High or unknown risk search and/or arrest warrants requiring, or likely requiring, forced entry and/or room clearing techniques, which meets the SWAT Response Matrix.
- (b) High risk felony apprehension and take-downs, including, but not limited, to vehicle take-downs.
- (c) Barricaded subjects and/or hostage rescues.
- (d) Active shooter incidents.
- (e) Terrorist acts.
- (f) Conducting other special assignments based upon the level of threat or the need for special expertise.

The primary responsibility of the Team is to provide a systematic approach to saving lives. As such, the specific circumstances will dictate the level of force necessary to adequately protect the public and the Team Members involved. Resolution of some incidents may require the specific application of various levels of force by Team Members up to, and including, lethal force.

Team Commander: A Team Member designated by a majority vote of each of the Chiefs of Police for the Cities, to act as the Team Commander. The Team Commander is accountable for effectively directing, controlling, and coordinating the operational duties and related administrative tasks of the Team. During an unusual occurrence or high-risk incident, the Team Commander shall report directly to the Chief of Police, or designee, within the jurisdiction in which the Team is conducting an operation. The Team Commander shall maintain direct supervision of operational activities of Team Members.

Team Leader: A Member of the SWAT Team designated by the Team Commander to act as Team Leader. The Team Leader shall act as the Team's Commander in the absence of the Team Commander. The Team Leader shall, in concert with the Team Commander, establish a tactical plan for each tactical operation and be responsible for the supervision and tactical deployment of Team Members.

Team Member: A sworn officer trained in the use of special weapons and tactics as well as additional course of instructions as they become available to enhance their capabilities. Only members assigned to the Team by their respective Chief of Police shall be eligible to serve on the Team as a Team Member. Team Members will be assigned a specific duty/task and/or responsibility by the Team Commander or Team Leader.

SECTION 2. PROVISIONS FOR OPERATIONAL ASSISTANCE:

(a) The Cities hereby approve and enter into this Agreement whereby each of the Cities agrees to contribute personnel, equipment, facilities and resources necessary for the Team to perform the functions agreed upon by the Cities and outlined in this Agreement. If one of the Cities is experiencing a law enforcement issue within the scope of the Team's expertise, that city may call upon the Team for assistance.

(b) Each of the Cities will maintain a consistent policy and procedure directive as it relates to the requirements, operation, deployment, training, and equipment of the Team.

(c) When activated for an operation, the Team Commander reports to the Incident Commander or the on-scene supervisor unless otherwise determined by the Chief of Police, or designee, in order to conduct Team operations within the jurisdiction in which the Team is conducting an operation.

(d) All Team operations shall be consistent with the guidelines outlined in the Tactical Response and Operations Standard for Law Enforcement Agencies for tactical response teams promulgated by the National Tactical Officers Association (NTOA).

(e) A tactical plan should be completed by the Team Commander, Team Leader, or designee, whenever possible.

(f) The Team Commander shall be responsible for the deployment of the Team, including the Team's equipment, tactical decision making, and tactical resolution of the incident.

(g) The Team Commander is responsible for how a tactical option will be initiated and will work with the incident commander to determine when and if an option will be initiated.

(h) Unless the Team Commander relinquishes control to another law enforcement officer who is not a Team Member, no other person except the Chief of Police within the jurisdiction in which the Team is conducting an operation, or designee, who is not the Team Leader or Team Commander, will attempt to direct, supervise, or control any element or Team Member.

(i) Consistent with NTOA guidelines, the Team shall conduct regular and reoccurring training. Each of the Cities shall jointly develop training lesson plans and schedules and schedule the training sessions. All training shall be performance oriented and related to tasks and missions performed by the Team. On occasion, Team training may take place in conjunction with other training within one of the Cities. Should a situation arise that prevents the Team from completing the full requirements in a given quarter, the reason shall be documented in a memorandum addressed to the Chiefs of Police of the Cities. Each of the Cities shall ensure that all Team Members are properly trained and certified in the use of special equipment. Joint training of the Team shall be coordinated and implemented by the Chiefs of Police of the Cities or their designees.

(j) Each of the Cities shall conduct an annual inventory and inspection of all Team equipment and supplies to ensure operational readiness and provide a copy to each of the other Cities.

(k) Each of the Cities shall ensure that all Team Members have the required equipment for the operations to which the Team may be assigned.

(l) The Team Leader shall prepare an after-action report on all callouts that involve the deployment of the Team. Such records shall be kept by the Team Leader with copies sent to the designated records liaison in each of the Cities and maintained in accordance with law.

(m) Requests to utilize the Team for a planned event may be made by any of the Cities by its Chief of Police. Final approval for the Team deployment shall be made by the Team Commander.

(n) At a minimum, each of the Cities shall supply its Team Members with the following equipment:

- (1) Ballistic helmet.
- (2) Tactical ballistic vest.
- (3) Protective goggles/glasses.
- (4) Hearing protection/communication.
- (5) Tactical holster and belt.
- (6) Battle dress uniform pants and shirts and t-shirt.
- (7) Tactical boots.
- (8) Gear bag or other means to secure gear and equipment.
- (9) Handheld radio with operational frequencies and tactical communication headset.
- (10) Chemical agent mask and carrying case.
- (11) Pistol with tactical light.
- (12) Approved M4-style .556 caliber rifle.
- (13) Non-lethal weapons or ammunition which propel a round or device that is not normally lethal in nature. Non-lethal weapons and ammunition are designed to offer an alternative to the use of lethal force when appropriate.

(14) Noise/flash diversionary devices designed to save lives and reduce the potential for shooting situations by providing a diversion for the entry of Team Members into a hazardous area. Utilizes a bright flash of light followed immediately by a loud noise.

(15) Breaching tools and ammunition such as rams, pry bars, hydraulic or electronic machines, special frangible shotgun rounds, etc., which are designed to force entry into secured areas.

SECTION 3. PROVISIONS FOR VOLUNTARY COOPERATION:

The Cities hereby approve and enter into this Agreement whereby each of the Cities may request and render voluntary law enforcement cooperation and assistance across jurisdictional lines for the incidents outlined in this Agreement and related law enforcement situations.

SECTION 4. PROCEDURE FOR REQUESTING ASSISTANCE:

(a) If one of the Cities is in need of emergency assistance as set forth above it shall notify Team Commander or Team Leader and provide appropriate information (e.g., nature of the law enforcement assistance requested). Requests for assistance will be made through Central Dispatch to be sent via the Code Red system.

(b) Each of the Cities is responsible for tracking mutual aid requests made or received in accordance with this Agreement and may revise the contact person designated above by advising the other Cities in writing.

(c) The Chief of Police in whose jurisdiction assistance is being rendered, may determine who is authorized to lend assistance in their jurisdiction, for how long such assistance is authorized, and for what purpose such authority is granted. This authority may be granted either verbally or in writing as the particular situation dictates.

SECTION 5. COMMAND AND SUPERVISORY RESPONSIBILITIES:

(a) Whenever a Team Member is rendering aid pursuant to this Agreement, they shall abide by, and be subject to, the rules and regulations, personnel policies, general orders, and standard operating procedures of their employer. If any such rule, regulation, personnel policy, general order, or standard operating procedure is contradicted, contravened, or otherwise in conflict with a direct order of a superior officer of one of the requesting Cities, then such rule, regulation, policy, general order, or standard operating procedure shall control and supersede the direct order.

(b) Whenever there is cause to believe that a complaint has arisen as a result of Team action as it may pertain to this Agreement, the city in which the Team operated and gave rise to the complaint shall be responsible for documenting the complaint to ascertain at a minimum:

(1) The identity of the complainant.

- (2) An address where the complaining party can be contacted.
- (3) The specific allegation.
- (4) The identity of the employees accused without regard to City affiliation.

(c) The city responsible for documenting the complaint shall expeditiously provide the city or cities employing the subject officer(s) with this information, along with a copy of all applicable documentation. The City employing the person who is the subject of the complaint shall be responsible for conducting an appropriate review.

SECTION 6. LIABILITY:

Each of the Cities engaging in any mutual cooperation and assistance pursuant to this Agreement agree to assume responsibility for the acts, omissions, or conduct of such City's own employees while engaged in rendering such and pursuant to this Agreement, subject to the provisions of Section 768.28, *Florida Statutes*, where applicable. None of the Cities waive any sovereign immunity protection provided by law. Team Members are responsible for their own safety as well as the safety of other Team Members, and the public. This Agreement shall in no event confer upon any person, corporation, partnership, or other entity, including the Cities hereto, the right to damages or any other form of relief against any of the Cities in this Agreement for operations or omissions hereunder. Any property damage occurring during an operation, except as provided in Section 7 (b), is the responsibility of the city in whose jurisdiction the Team was operating. Uses of force by a Team Member shall be investigated by the agency of which the Team Member is employed.

SECTION 7. POWERS, PRIVILEGES, IMMUNITIES, AND COSTS:

(a) Pursuant to the provisions of Section 23.127 *Florida Statutes*, a Team Member who renders aid outside the city in which the Team Member is employed but inside the state in accordance with this Agreement shall have the same powers, duties, rights, privileges, and immunities as if performing duties inside the Team Member's political subdivision in which normally employed.

(b) Each of the Cities that furnishes equipment pursuant to this Agreement shall bear the cost of loss or damage to that equipment and must pay any expense incurred in the operation and maintenance of that equipment.

(c) The Cities shall be responsible for providing compensation and benefits to their respective employees providing services hereunder, including but not limited to salary, overtime, health insurance, disability insurance, life insurance, liability insurance, workers compensation, pension/retirement, vacation time, sick leave, and any amounts due for personal injury or death.

(d) The privileges and immunities from liability; exemption from laws, ordinances, and rules; and all pension, insurance, relief, disability, workers' compensation, salary, death, and other benefits that apply to the activity of an employee of a City when performing the

employee's duties within the territorial limits of the employee's City apply to the employee to the same degree, manner, and extent while engaged in the performance of the employee's duties extraterritorially under the provisions of this Mutual Aid Agreement. The provisions of this Agreement shall apply with equal effect to paid, volunteer, and auxiliary employees.

(e) Nothing herein shall prevent any of the Cities from seeking supplemental appropriations from the governing authority having budgeting jurisdiction, or funds from other available sources, such as grants, to reimburse any of the Cities for any actual costs or expenses incurred by its performing hereunder.

SECTION 8. TERM:

This Agreement shall take effect upon execution and approval by the hereinafter named officials and shall continue in full force and effect through **August 1, 2027**, unless otherwise terminated as provided for herein.

SECTION 9. TERMINATION:

Any of the Cities may terminate its participation in this Agreement for convenience upon delivery of written notice to the other Cities no less than 90 days before the date of termination. The liability provisions of this Agreement shall survive any such termination. Termination by any one or more of the Cities does not impact the effectiveness of this Agreement as to the remaining Cities.

SECTION 10. RELATION TO OTHER AGREEMENTS:

Once this Agreement is fully executed, it shall effectively repeal and replace the current Southeast Volusia Regional Special Weapons and Tactics Team (SEVR SWAT) Mutual Aid Agreement dated August 12, 2021. Nothing herein is intended to abrogate any other agreements, or portions thereof, between the Cities.

SECTION 11. MISCELLANEOUS PROVISIONS:

(a) Each of the Cities shall adopt and enforce written policy that is consistent with this Agreement and applicable law. Each of the Cities shall also train its law enforcement officers on extraterritorial jurisdiction including, but not limited to, the parameters of mutual aid agreements.

(b) All Team Members, regardless of rank or position, must maintain acceptable physical standards of performance and annually shall be required to take and successfully pass a physical agility test as outlined in the policy and procedure directive.

(c) All Team Members, regardless of rank or position, must maintain firearms qualification by passing the CJSTC handgun course and maintain rifle proficiency by passing the Rifle Qualification.

(d) All Team Members must successfully complete a basic Special Weapons and Tactics Course.

(e) If any of the Cities seizes any vessel, motor vehicle, aircraft, or other property pursuant to the *Florida Contraband Forfeiture Act* (Sections 932.701 through Section 932.7062, *Florida Statutes*) during performance of this Agreement, the city in which the seizure of the contraband subject to forfeiture occurs shall be responsible for maintaining a forfeiture action. The city pursuing the forfeiture action shall have the exclusive right to control, and responsibility to maintain, the proceedings and property in accordance with the *Florida Contraband Forfeiture Act*, including but not limited to complete discretion to bring a lawsuit, dismiss the case, or settle the case. Also, the city pursuing the forfeiture action may recover its reasonable costs from the proceeds of the case (e.g., filing fee, court reporter fee, attorney time, auction expenses). Proceeds from forfeited property seized as a result of or in accordance with this Agreement shall remain with the city conducting the forfeiture action.

(f) Nothing in this Agreement shall be construed as any transfer or contracting away of the powers or functions of any one of the Cities to the other.

(g) This Agreement does not grant law enforcement powers for purposes of law enforcement related off-duty employment.

(h) In the event of a conflict between the provisions of this Agreement and the "*Florida Mutual Aid Act*," the provisions of the *Florida Mutual Aid Act* shall control.

(i) This Agreement contains the entire understanding between the Cities and shall not be renewed, amended, or extended except in writing.

(j) This Agreement shall be construed in accordance with Florida law. The venue of any litigation arising hereunder shall be Volusia County, Florida.

IN WITNESS WHEREOF, the Cities have caused this Agreement to be executed by the undersigned persons as duly authorized.

SIGNATURE PAGES FOLLOWS

Attest:

CITY OF DAYTONA BEACH SHORES

Kurt Swartzlander, City Manager
Date: _____

Michael Fowler
Director of Public Safety

Approved as to form and legality:

Becky Vose, City Attorney

Attest:

CITY OF EDGEWATER

Glenn Irby, City Manager
Date: _____

Joe Mahoney
Chief of Police

Approved as to form and legality:

Aaron Wolfe, City Attorney

Attest:

CITY OF NEW SMYRNA BEACH

Khalid Resheidat, City Manager
Date: _____

Eric Feldman
Chief of Police

Approved as to form and legality:

Carrie Avallone
City Attorney

Attest:

CITY OF SOUTH DAYTONA

James Lester Gillis Jr., City Manager

Date: _____

Approved as to form and legality:

Wade Vose, City Attorney

Mark Cheatham

Chief of Police

Attest:

CITY OF PORT ORANGE

Wayne Clark, City Manager

Date: _____

Approved as to form and legality:

Matthew J. Jones, City Attorney

Manuel "Manny" Marino
Chief of Police

Attest:

CITY OF ORMOND BEACH

Joyce Shanahan, City Manager

Date: _____

Approved as to form and legality:

Randy Hayes, City Attorney

Jesse Godfrey

Chief of Police



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission

FROM:

PREPARED BY: Stewart Cruz, Community Services Director

SUBJECT: Approval of Phase 1 of the Daytona Beach Shores Utility Equipment Box Artwork Program/FPL Customer Wrap Application For Extra Large Transformer Boxes)

SYNOPSIS:

On July 25, 2023 the Daytona Beach Shores City Commission approved the establishment of a utility equipment box artwork program. Staff has tentatively divided the program into three (3) phases: (a) Phase 1-Wrapping extra large FPL transformer boxes; (b) Phase 2-Wrapping FDOT traffic signal boxes; and (c) Wrapping all other FPL transformer boxes and cabinets.

Considering the extra large FPL transformer boxes on S. Atlantic Avenue are the most visually unappealing utility boxes, staff is targeting these boxes in the first phase of the program. The attached FPL Customer Wrap Application, if approved, will be submitted to FPL for consideration and approval. Thereafter, city staff will solicit an appropriate contractor for implementation of Phase 1 of the program. Twenty thousand dollars is included in the FY2023/2024 Budget for this program. Below is a summary of the at least 35 extra large FPL transformer boxes identified:

1. Most of the extra large FPL transformer boxes are on the west side of S. Atlantic Avenue.
2. Seven (7) of the extra large FPL transformer boxes are located on a local side road at least 50 feet from S. Atlantic Avenue, but remain visible from this major thoroughfare.
3. Thirty (30) of the 35 extra large FPL transformer boxes are located north of Dunlawton Boulevard.

If the application is approved by FPL, the City will be required to utilize artwork from the FPL menu, which has five (5) options. Staff is proposing utilizing a combination of the first three options: Japanese Orange Plant, Banyan Tree Leaves and American Evergreen.

FISCAL IMPACT STATEMENT:

no fiscal impact for budget year 2022-2023.

BACKGROUND:

UTILITY EQUIPMENT BOX ARTWORK PROGRAM - PHASE 1

ID	S. Atlantic Ave. Address	No. of Boxes	Notes
1		1930	2
2		2042	2Cor Sunrise Ave
3		2060	2Cor Grant Ave
4		2130	1
5		2200	1Cor Moore Ave
6		2216	1Cor Bonner Ave
7		2328	1N. side of Fratellis
8		2411	1N. Side of Sun Viking
9		2422	1Cor Cheshire Rd
10		2504	1N. side of minature golf
11		2506	1S. side of minature golf
12		2600	1N. side of Beachcomber Park
13		2601	1
14	Atlantic/Florida Shores		2Appx 30 ft from SR A1A
15		2655	2Frank Rendon Park
16		2900	2Cor Ridge Rd
17		3140	2 S. side of drive in church
18		3200	2
19		3245	1N side of Palma Bella
20	Simpson/Atlantic		2appx ft downhill from SRA1A
21	White Cap/Atlantic		1Appx 30 ft from SR A1A
22	SW cor Phyllis/Atlantic		1
23		3742	1Vacant Lot
24	Emilia/Atlantic		2
25		3831	1
Total			35

LEGAL REVIEW:

RECOMMENDATION:

- 1) Approval of Phase 1 of the Daytona Beach Shores Utility Equipment Box Artwork Program
- 2) Authorization of the City Manager, or Designee, to execute and submit the FPL Customer Wrap Application
- 3) Approval to utilize a combination of the first three FPL Wrap Menu options (Japanese orange Plant, Banyan Tree Leaves and American Evergreen) for Phase 1 of the Utility Equipment Box Artwork Program.

SUGGESTED MOTION:

- 1) Approval of Phase 1 of the Daytona Beach Shores Utility Equipment Box Artwork Program
- 2) Authorization of the City Manager, or Designee, to execute and submit the FPL Customer Wrap Application
- 3) Approval to utilize a combination of the first three FPL Wrap Menu options (Japanese orange Plant, Banyan Tree Leaves and American Evergreen) for Phase 1 of the Utility Equipment Box Artwork Program.

ATTACHMENT:

1. July 25, 2023 CC Minutes - Utility Box Artwork Program
2. Daytona Beach Shores - FPL Customer Package for Wrapping - September 2023

A. Resolution 2023-08 Fiscal Year 2023-2024 Proposed Millage Rate

Attorney Vose read the resolution by title only. The proposed millage rate will be 4.5880 mills which will keep the rolled back rate.

COMMISSIONER RICHARD BRYAN moved, seconded by COMMISSIONER CHRIS CONOMOS to Adopt Resolution 2023-08 on first reading.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Mayor Nancy Miller, Commissioner Mel Lindauer, Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Chris Conomos

B. Resolution 2023-09 adopting Administrative Code

Attorney Vose read the resolution by title only. It was explained that this is a requirement by the City's Charter and there was no record of any previous document being adopted. The Mayor asked why the previous law firm of over twenty years had not addressed it.

COMMISSIONER CHRIS CONOMOS moved, seconded by VICE MAYOR MICHAEL POLITIS to Adopt Resolution 2023-09 on first reading.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Mayor Nancy Miller, Commissioner Mel Lindauer, Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Chris Conomos

C. Establishing A Utility Equipment Box Artwork Program

Community Services Director Stewart Cruz explained that the city has pride in its streetscape. Part of the underground utility project included transformer boxes along the street. There are two from AT&T, five from FDOT and 70 FPL boxes. There are two existing aesthetic programs with FPL and FDOT that allow local governments to wrap the boxes. Pictures were shown of both wrapped boxes in other cities and current boxes in the city. Director Cruz requested direction from the commission on how they would like to proceed. Comm. Conomos would like to see local schoolchildren have a contest to display their artwork. It was mentioned that outside artwork can only be displayed on the FDOT boxes as FPL has set wrap designs to choose from. It was noted that the estimated cost per box is \$2,500. There is \$20,000 included in the next year's budget.

VICE MAYOR MICHAEL POLITIS moved, seconded by COMMISSIONER MEL LINDAUER to establish a utility equipment box artwork program.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Mayor Nancy Miller, Commissioner Mel Lindauer, Commissioner Richard Bryan, Vice Mayor Michael Politis, Commissioner Chris Conomos

D. Social Media Policy

This item was pulled from the agenda.

10. CITY ATTORNEY COMMENTS

Customer's Forms Package for Wrapping Padmounted Equipment

Customer's Forms Package for Wrapping Padmounted Equipment	Page 1
Index	Page 2
General Specifications and Instructions for Covering Distribution Padmounted Equipment	Page 3 - 5
Customer Wrap Application	Page 6
Padmounted Equipment Wrap Contractor Waiver and Release	Page 7
From Approved Wraps Menu - <i>Japanese Orange Plant</i>	Page 8
From Approved Wraps Menu - <i>Banyan Tree Leaves</i>	Page 9
From Approved Wraps Menu - <i>American Evergreen</i>	Page 10
From Approved Wraps Menu - <i>Sunset</i>	Page 11
From Approved Wraps Menu - <i>Sea Life</i>	Page 12

General Specifications and Instructions for Covering Distribution Padmounted Equipment

TO BE USED BY CUSTOMER'S CONTRACTOR

FPL Power Delivery/Engineering Technical Services – Revision: March 2022

1. Introduction:

FPL is allowing the covering of Distribution padmounted equipment in FPL's service territory ("*padmounted equipment*" refers only to transformers and switch cabinets. Other padmounted equipment might be considered on a case by case basis after further review of the request). The covering requirements with light vinyl covering (wrap) will be discussed. The general intent of these requirements is to provide a framework for the proposed covering to be applied without adversely impacting the legal, industry, and operating requirements of these units. It is also the intent of these guidelines not to affect the reliability of units or reduce its service life.

2. General Covering Requirements:

a. Safety Markings:

- i. Safety and/or caution tags and safety hardware shall not be covered. Contractor (installer) must protect and/or cut around existing FPL markings/stickers to avoid covering (see Pg.2, Section 3.d) These include but are not limited to:
 - 1. Danger Signs
 - 2. Warning Signs
 - 3. Caution Signs
 - 4. Locks
 - 5. Bolts

b. Operational Markings:

- i. Equipment markings/stickers shall not be covered. Contractor (installer) must protect and/or cut around existing FPL markings/stickers to avoid covering (see Pg.2, Section 3.d) These include but are not limited to:
 - 1. TLN and Switch Numbers (i.e. Loop Numbers, etc.)
 - 2. Location Information
 - 3. Nameplates
 - 4. Barcodes

5. Transformer cooling fins or tubes

6. Fault Indicators

c. Other Operational Requirements:

- i. Coverings of any kind shall not impede or retard the opening of any door, lid, or hood of any equipment.
- ii. Coverings of any kind shall not impede the restoration of equipment.
- iii. Live-front equipment will NOT be wrapped.

3. Padmounted Equipment Coverings:

- a. Painting is the preferred method of providing equipment covering.
- b. Painting of padmounted equipment will only be performed by FPL environmental team (and/or its contractors). If you are not part of that team, please DO NOT proceed with painting and contact your FPL Customer Advisor for guidance.
- c. Wrapping must be pre-approved by FPL.
- d. Contractor must follow these guidelines ("Contractor" refers to the company [and their employees] hired by the Governmental Agency [also known as "Customer"] to wrap FPL equipment)
 - i. Receive, sign, and return to FPL Customer Advisor the "RELEASE, WAIVER OF LIABILITY, HOLD-HARMLESS AGREEMENT AND COVENANT NOT TO SUE – CUSTOMER'S CONTRACTOR".
 - ii. Receive a copy of the "General Specifications and Instructions for Covering Distribution Padmounted Equipment".
 - iii. Consult with the FPL Customer Advisor prior to wrapping if there are any questions on how to proceed.
 - iv. Wrapping designs are pre-approved by FPL, and do not contain any trademarks, text, logos or symbology. Only pre-approved designs/colors/patterns are allowed for installation. All shall be lighter than the applied Munsell green color of the equipment and should be as thin as possible in order not to interfere with the natural cooling of the equipment. Nothing potentially offensive, political, questionable, having devil zymology, religious intent, promoting any agenda, etc., will be allowed for any reason, at any time, by anyone. The Contractor will only install the wrap design that was selected by the Customer.
 - v. Only Avery and 3M cast vinyl and laminate are allowed. Calendered vinyl or laminate are not allowed.

- vi. The Contractor must be a certified installer of 3M or Avery, whichever vinyl is used.
- vii. Wraps shall not cover any of the following: Safety and/or Caution Tags, Markings/Labels/Stickers, Cooling Fins/Vents, nor any kind of FPL identification means.
- viii. Wraps shall not impede or retard the opening of any door, lid, or hood of any equipment.
- ix. Wraps shall not impede the restoration of equipment.
- x. FPL will conduct a post-installation check. If any non-compliance to these rules is found, the Customer will be notified and allowed 30 days to make corrections at their own expense. Customer's failure to make corrections in time will result in the removal of the wrap by FPL. All costs associated with removing the wrap, renumbering the device, or any work of any kind by FPL will be paid for by Customer.
- xi. FPL reserves the right to deny any requests, and/or remove a wrap due to replacement of the equipment due to normal operations or restoration, or for any other reason, at any time. Complaints by the members of public or any party can result in immediate removal of the wrapping by FPL with all expenses paid for by customer.

Having received this set of instructions the Contractor acknowledges understanding and to abide by them. Any questions should be handled prior to installation of any type of covering on the FPL equipment.



Customer Wrap Application

Agency Name:

City of Daytona Beach Shores

Agency Address:

2990 S. Atlantic Avenue

Daytona Beach Shores, Volusia County

Street or Road Address

City and County

/ /
Form Submittal Date

1 Contact Information:

*Agency Contact (Applicant):

Kurt Swartzlander

Phone:

386-763-5369

Email:

kswartzlander@cityofdbbs.org

Contractor Company Name:

Phone:

Email:

Business Physical Address:

For Agreements and Waivers, please provide:

Contractor Contact Name:

Company Mailing Address:

or Email:

* Person FPL will contact to discuss the project, and send communications to regarding changes affecting the status of the job.

Number of Padmounted
Equipment to be wrapped:

35

**Indicate location of each equipment:

See attached.

**Indicate wrap design selection:

** If more space is needed, please add a separate page with the list as an addendum.

3 Wrapping Guidelines:

1. Wrapping inquiries are only allowed from **governmental accounts** and must follow this set of guidelines. To start the process, the Customer will receive the following documents: *Customer Wrap Application*, *Approved Wraps Menu*, and *Padmounted Equipment Wrap Contractor Waiver and Release*.
2. Customer Advisor will be the point of contact for FPL, and will review documents and verify all requirements are met prior to approval.
3. FPL Manager of Customer and Employee Experience will have final authority of request approval or denial in case of questions or unusual requests.
4. Customer must accompany signed application with: a set of no less than four digital pictures per equipment to be wrapped. Pictures must show each side of the equipment from base to top, any placards, signs, stickers, labels, nameplates, barcodes, or any other markings or identifiers on the equipment, and a close up of the lock on the device to confirm it's closed.
5. Wrapping designs are pre-approved by FPL, and do not contain any trademarks, text, logos or symbology. Only pre-approved designs/colors/patterns are allowed for installation. All wraps shall be lighter than the applied Munsell green color of the equipment and should be as thin as possible in order not to interfere with the natural cooling of the equipment. Nothing potentially offensive, political, questionable, having devil symbology, religious intent, promoting any agenda, etc., will be allowed for any reason, at any time, by anyone.
6. Customer will refer to the *Approved Wraps Menu* and indicate design selection for each location to be wrapped.
7. Only Avery and 3M cast vinyl and laminate are allowed. Calendered vinyl or laminate are not allowed.
8. The contractor must be a certified installer of 3M or Avery, whichever vinyl is used.
9. **Wraps shall not cover any of the following:** Safety and/or Caution Tags, Markings/Labels/Stickers, Cooling Fins/Vents, nor any kind of FPL identification means. Contractor must follow the *General Specifications and Instructions for Covering Distribution Pad Mounted Equipment*.
10. Wraps shall not impede or retard the opening of any door, lid, hood or hand hole of any equipment.
11. Wraps shall not impede the restoration of equipment. Live-front equipment will NOT be wrapped.
12. FPL will conduct a post-installation check. **If any non-compliance to these rules is found**, the customer will be notified and allowed 30 days to make corrections at their own expense. **Customer's failure to make corrections in time will result in the removal of the wrap by FPL. All costs associated with removing the wrap, renumbering the device, or any work of any kind by FPL will be paid for by customer.**
13. FPL reserves the right to deny any requests, and/or remove a wrap due to replacement of the equipment due to normal operations or restoration, or for any other reason, at any time. Complaints by the members of public or any party can result in immediate removal of the wrapping by FPL with all expenses paid for by customer.

4 Timeline:

Once all above information is received:

Approval Phase = 2 weeks

Field Check Phase = 2 weeks

5 Applicant Signature:

Applicant Name:

Applicant Signature:

Date:

RELEASE, WAIVER OF LIABILITY, HOLD-HARMLESS AGREEMENT AND COVENANT NOT TO SUE – CUSTOMER'S CONTRACTOR

FPL Customer: _____
Customer's Contractor: _____
Location of Project: _____
FPL Representative: _____
Contractor Representative: _____

Date: _____
Project Number/Name: _____
City: _____
Phone: _____
FPL Work Request #/Work Order #: _____

This Release, Waiver of Liability, Hold-Harmless Agreement and Covenant Not to Sue – Customer's Contractor ("Release") was read, understood and signed on the date identified above. Customer's Contractor identified above ("Contractor") voluntarily provides the following release, waiver of liability, hold-harmless agreement and covenant not to sue to Florida Power & Light Company ("FPL") in exchange for FPL allowing Contractor to install certain coverings on FPL transformers.

Contractor has been engaged by the FPL customer identified above to perform certain work (the "Work"), which includes placing partial coverings on certain distribution pad mounted equipment ("FPL Property") owned by FPL meeting its then current General Specifications and Instructions for covering Distribution Pad Mounted Equipment (which may be amended, supplemented or modified from time-to-time, collectively, the "Instructions"), which are available upon request. This Release shall remain in full force and effect from the date above continuing in perpetuity, and execution of this Release is a condition precedent to Contractor's privilege and right to perform the Work.

Contractor acknowledges and agrees that it reviewed the Instructions and Contractor and its employees and/or agents that will perform the Work are qualified, skilled, trained, capable, willing and able to perform the Work in a safe manner, in strict compliance with the Instructions, the National Electrical Safety Code, and all applicable, codes, laws and regulations. Contractor acknowledges and agrees that the Work involves some risk of injury, death and/or property damage. In consideration of Contractor being permitted access to the FPL Property to perform the Work: (1) Contractor clearly and unequivocally releases, waives, and discharges and covenants not to sue FPL and all affiliates and subsidiaries of NextEra Energy, Inc., and their respective officers, directors, employees, agents and representatives (collectively, "FPL Entities") for any and all loss or damage, any claims whether or not based on negligence, strict liability or other tort, and any claim or demands for the same on account of any bodily injury, including death, to any person or damage to FPL Property or any property of a third party, WHETHER CAUSED, IN WHOLE OR IN PART, BY THE NEGLIGENCE OF FPL ENTITIES OR OTHERWISE, in connection with the Work; (2) Contractor assumes full responsibility for, and risk of, bodily injury, death or property damage, WHETHER OR NOT DUE TO THE NEGLIGENCE FPL ENTITIES, while in connection with the Work; and (3) Contractor agrees to defend, indemnify and hold FPL Entities harmless from and against any liabilities, claims, costs (including attorneys' fees), actions and/or proceedings, whether at trial or on appeal, against FPL in connection with or relating to any bodily injury, death or property damage, WHETHER CAUSED, IN WHOLE OR IN PART, BY THE NEGLIGENCE OF FPL ENTITIES OR OTHERWISE, made by any person or personal representative including but not limited to a Contractor's employee, agent, subcontractor or subcontractor's employee or the estate of an employee of Contractor, in connection with the Work, and liabilities incurred in the defense of any such claim or any action or proceeding brought thereon. Subject to the next sentence, Contractor's indemnity obligations per occurrence shall extend up to the limits of insurance required to be maintained by Contractor pursuant to this Release. The limits of Contractor's indemnity shall not apply to or limit Contractor's responsibility for attorneys' fees and costs under this Release. Contractor agrees this Release is intended to be as broad and as inclusive as is permitted by Florida law, and that if any portion of it is held invalid, Contractor agrees that the balance shall, notwithstanding, continue in full legal force and effect.

Before commencing any Work, Contractor will maintain the following minimum insurance with insurance companies acceptable to FPL (insurers rated "A-, VII" or higher by A.M. Best's Key Rating Guide are deemed acceptable): (a) Workers' Compensation Insurance for statutory obligations imposed by Florida law; (b) Automobile Liability Insurance covering all owned, non-owned, leased and hired automobiles with minimum limits of not less than One Million Dollars (\$1,000,000) combined single limit per occurrence for bodily injury and property damage per accident; and (c) General Liability Insurance, covering liability arising from operations, bodily injury, or property damage, with minimum limits of Five Million Dollars (\$5,000,000) per occurrence. Except for Workers' Compensation Insurance, FPL Entities shall be endorsed as an additional insured on Contractor's insurance policies required to be maintained above and such policies shall provide for a waiver of subrogation in favor of FPL Entities. All policies of insurance required to be maintained by Contractor hereunder shall provide for a severability of interests clause and include a provision in such policies that Contractor's insurance policies are to be primary and non-contributory to any insurance that may be maintained by or on behalf of FPL. Contractor shall promptly provide evidence of the required coverage above in the form of an ACORD certificate or other certificate of insurance acceptable to FPL.

Contractor represents and warrants that (i) it has all applicable licenses required by applicable laws, rules and regulations in connection with or as necessary to perform of the Work, (ii) it has and will maintain all applicable permits required by any governmental authority in connection with the Work, (iii) it has and will maintain all applicable insurance required by this Release, (iv) the person signing below has actual power and authority to execute this Release and consummate all transactions contemplated by this Release, and (v) FPL is relying upon the representations and warranties made herein as a material inducement for FPL's consent to allow Contractor access to the FPL Property in order to perform the Work. If FPL determines that Contractor fails at any time to comply with the representations, warranties or covenants set forth in this Release, then Contractor's access to the FPL Property in order to perform the Work shall be deemed automatically and immediately revoked. This Release shall be governed in all respects by and construed in accordance with the laws of the State of Florida without regard to conflicts of law principles. In the event of any litigation or other legal proceeding with respect to any term or provision of this Release or in connection with the Work, Contractor agrees that the exclusive venue for any such litigation shall be brought and maintained in the Circuit Court of Palm Beach County, Florida. Contractor irrevocably waives any objection, which any of them may now or hereafter have to the bringing of any such action or proceeding in such respective jurisdictions, including any objection to the laying of venue based on the grounds of forum non conveniens and any objection based on the grounds of lack of in personam jurisdiction. CONTRACTOR HEREBY KNOWINGLY, VOLUNTARILY, AND INTENTIONALLY WAIVES ANY RIGHT THAT MAY EXIST TO HAVE A TRIAL BY JURY IN RESPECT OF ANY LITIGATION BASED UPON OR ARISING OUT OF, UNDER, OR IN ANY WAY CONNECTED WITH, THIS RELEASE.

The undersigned (A) has read and voluntarily signs this Release and further agrees that no oral representations, statements or inducements apart from the foregoing written agreement have been made, (B) agrees that the language in this Release is unambiguous, and (C) acknowledges the important rights being given up in order to have limited access to the FPL Property, as set forth in this Release, to perform the Work, and that such rights either have been explained to us/me or I understand from its/my/our own knowledge. By its agent signing below, Contractor agrees to be bound by the terms of this Release.

Signed: _____

Printed Name: _____

Title: _____

Japanese Orange Plant



Banyan Tree Leaves



American Evergreen



Sunset



Sea Life





CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission

FROM: Noel Eaton, Planner

PREPARED BY: Cheri Schwab, City Clerk

SUBJECT: Ordinance 2023-07: Comprehensive Plan Future Land Use Map amendment for recently annexed single-family residential property located at 3038 South Peninsula Drive

SYNOPSIS:

2nd Reading

Ordinance 2023-07, if adopted, would amend the City's Adopted Comprehensive Plan Update (2030) Future Land Use Map by assigning the residential low intensity future land classification use to the recently annexed single-family residential property located at 3038 S. Peninsula Dr. (Exhibit A). The application (Exhibit B) was submitted by Charles and Patricia Register, owners of the subject property. Applying a City future land use designation is a requirement of Florida Law whenever a property is annexed. The property is 0.496 acres and is occupied by a 3,482 square foot single family residential structure. The proposed Daytona Beach Shores future land use designation is consistent with the current Volusia County future land use category and as such, the use will remain as single-family residential.

FISCAL IMPACT STATEMENT:

No financial impact to the current fiscal year but the property could be included in the taxable value from the property appraiser for the FY24-25 Budget Year if approved.

BACKGROUND:

A. BACKGROUND

The subject property, located at 3038 S. Peninsula Dr., was recently annexed into the corporate limits of the City of Daytona Beach Shores pursuant to the voluntary annexation process outlined in Section 171.044, Florida Statutes . However, Section 171.062, Florida Statutes limits regulatory and development control over an annexed property if the area annexed was subject to a county land use plan and county zoning and the municipality does not adopt a comprehensive plan and zoning amendment that includes the annexed area. Therefore, the County land use plan and zoning regulations will remain in full force and effect until the City changes the future land use classification and zoning designation of the subject property. The purpose of this application is to realize the former. Additionally, the property owner has also submitted an application to rezone the property to the City's RSF-2 Urban Single-Family Residential Detached District, consistent with the existing and

surrounding land uses and current Volusia County R-3 District zoning classification. The rezoning will occur subsequent to the future land use amendment associated with the subject property.

The Planning and Zoning Board recommended approval of Ordinance 2023-07 at their regular meeting on August 14, 2023. The City Commission unanimously voted to approve the 1st reading of Ordinance 2023-07 at their regular meeting on August 22, 2023.

B. PLANNING ANALYSIS

See Exhibit C for planning analysis.

LEGAL REVIEW:

RECOMMENDATION:

Staff recommends approval of Ordinance 2023-07 as presented.

SUGGESTED MOTION:

A Commission member may motion as follows:

1. "I move to approve Ordinance 2023-07 as presented."

OR

2. "I move to approve Ordinance 2023-07, with the following amendments..."

OR

3. "I move to deny Ordinance 2023-07, on the basis of the following..."

- ATTACHMENT:**
1. ORD 2023-07-FLUMA-3038 S. Peninsula Dr.-Register
 2. Exhibit A-Location Map-3038 S. Peninsula Dr.
 3. Exhibit B-FLUMA Application-3038 S. Peninsula Dr.
 4. Exhibit C-Planning Analysis-FLUMA-3038 S. Peninsula Dr.

ORDINANCE NO: 2023-07

AN ORDINANCE OF THE CITY OF DAYTONA BEACH SHORES, VOLUSIA COUNTY FLORIDA, RELATING TO COMPREHENSIVE PLANNING; AMENDING *THE CITY OF DAYTONA BEACH SHORES COMPREHENSIVE PLAN*, AMENDING CHAPTER 1, “FUTURE LAND USE ELEMENT”, BY AMENDING MAP L-4 ENTITLED, “GENERALIZED FUTURE LAND USE MAP (2030)” ASSIGNING THE RESIDENTIAL LOW INTENSITY FUTURE LAND USE DESIGNATION TO ANNEXED SINGLE-FAMILY RESIDENTIAL PROPERTY LOCATED AT 3038 SOUTH PENINSULA DRIVE (SHORT PARCEL IDENTIFICATION NUMBER 5334-02-02-0160); PROVIDING FOR IMPLEMENTING ACTIONS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR NON-CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Daytona Beach Shores is committed to planning and managing the future growth of the City; and

WHEREAS, the property described in Section One herein was annexed into the City of Daytona Beach Shores on June 27, 2023, and an appropriate City future land use classification must be assigned to the real property in accordance with the requirements of controlling law; and

WHEREAS, the City of Daytona Beach Shores has the authority to amend its Comprehensive Plan pursuant to Part II, Chapter 163, *Florida Statutes*; and

WHEREAS, the proposed amendment to the *City of Daytona Beach Shores Comprehensive Plan* directly relates to small scale development activities as provided in Section 163.3187(1)(c), *Florida Statutes*; and

WHEREAS, the Volusia County Growth Management Commission has issued a determination of consistency in accordance with Section 202.3 of the *Charter of Volusia County, Florida*, for the proposed amendment to the *City of Daytona Beach Shores Comprehensive Plan*; and

WHEREAS, the Planning and Zoning Board, which is the local planning agency of the City, and City Commission of the City of Daytona Beach Shores have conducted public hearings and issued notices required by Florida law in the preparation and enactment of this Ordinance; and

WHEREAS, CHARLES D. REGISTER and PATRICIA J. REGISTER, trustees or successor trustee(s) of the REGISTER FAMILY TRUST dated March 18, 2003, property owners of the real property with short tax parcel ID 5334-02-02-0160 and located at 3038 South Peninsula Drive, submitted an owner initiated future land use map amendment application to the City of Daytona Beach Shores; and

WHEREAS, CHARLES D. REGISTER and PATRICIA J. REGISTER, trustees or successor trustee(s) of the REGISTER FAMILY TRUST dated March 18, 2003, owners of the subject property, are requesting the City of Daytona Beach Shores to amend the future land use classification of the subject real property to Residential Low Intensity; and

WHEREAS, the City Commission of the City of Daytona Beach Shores declares that the purpose and intent of the proposed amendment to the *City of Daytona Beach Shores Comprehensive Plan* is to guide future growth and development; encourage the most appropriate use of the land, water and other resources, consistent with the public interest, promote and protect the public health, safety, comfort, good order, appearance, convenience, aesthetics, and general welfare; prevent the overcrowding of land and avoid undue concentration of population; provide adequate facilities and services; conserve and protect natural resources within the City, while protecting private property rights; and

WHEREAS, the City Commission of the City of Daytona Beach Shores finds that this Ordinance serves the best interest of the City of Daytona Beach Shores; and

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF DAYTONA BEACH SHORES, FLORIDA, AS FOLLOWS:

SECTION ONE: CHANGE IN FUTURE LAND USE ELEMENT/FUTURE LAND USE MAP. Chapter 1, "Future Land Use Element," containing the Official Future Land Use Map (Map L-4) of the *City of Daytona Beach Shores Comprehensive Plan* is hereby amended to change the Future Land Use Designation of a +/-0.496-acre property from Volusia County Urban Low Intensity to Daytona Beach Shores Residential Low Intensity as to property as described in Exhibit "A" as follows:

Location Address	Short Tax Parcel ID	Daytona Beach Shores Future Land Use Designation
3038 South Peninsula Drive	5334-02-02-0160	Residential Low Intensity

SECTION TWO: IMPLEMENTING ADMINISTRATIVE ACTIONS. The Community Services Director is hereby authorized to transmit copies of the adopted amendment to the *City of Daytona Beach Shores Comprehensive Plan* to the appropriate agencies and to any other unit of local government who has filed a written request for a copy in accordance with the provisions of Section 163.3187(1)(c)2.b, *Florida Statutes* and *Volusia Growth Management Rules*.

SECTION THREE: CONFLICTS. All ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION FOUR: SEVERABILITY. If any section or portion of a section of this Ordinance, or application of any provision of this Ordinance, proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Ordinance.

SECTION FIVE: NON-CODIFICATION. This Ordinance shall be not be codified in the *City Code of the City of Daytona Beach Shore* or, the *Land Development Code of the City of Daytona Beach Shores*, or the *City of Daytona Beach Shores Comprehensive Plan* provided, however, that the actions taken herein shall be depicted in the *City of Daytona Beach Shores Comprehensive Plan* and on the Future Land Use Map of the City of Daytona Beach Shores by the City Manager, or designee.

SECTION SIX: EFFECTIVE DATE. This Ordinance shall become effective, in accordance with the provisions of Section 163.3187, *Florida Statutes*, thirty-one (31) days after enactment; provided, however, if this Ordinance is challenged within thirty (30) days after enactment, this Ordinance shall not become effective until the Florida Department of Community Affairs, acting as the State Land Planning Agency, or the Administration Commission, respectively, issues a final order determining that the small scale development amendment to the *City of Daytona Beach Shores Comprehensive Plan* set forth in this Ordinance is in compliance.

CITY OF DAYTONA BEACH SHORES, FLORIDA

NANCY MILLER, MAYOR

KURT SWARTZLANDER, CITY MANAGER

CHERI SCHWAB, CITY CLERK

Approved as to form and legality:

GRETCHEN R. H. "BECKY" VOSE, CITY ATTORNEY

Passed on first reading this _____ day of _____, 2023.

Adopted on second reading this _____ day of _____, 2023.

EXHIBIT A

THE SOUTHERLY 75 FEET OF LOTS 15 AND 16, BLOCK 2, ROGERS NORTH ORITA, AS RECORDED IN MAP BOOK 1, PAGE 115, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, AS LIES WESTERLY OF SOUTH PENINSULA DRIVE, A 50 FOOT STREET AS NOW LAID OUT, THE SAID PARCEL LYING NORTHERLY 75 FEET AT RIGHT ANGLES TO THE SOUTHERLY LINE OF SAID LOT 15 EXTENDED WESTERLY TO THE HALIFAX RIVER.

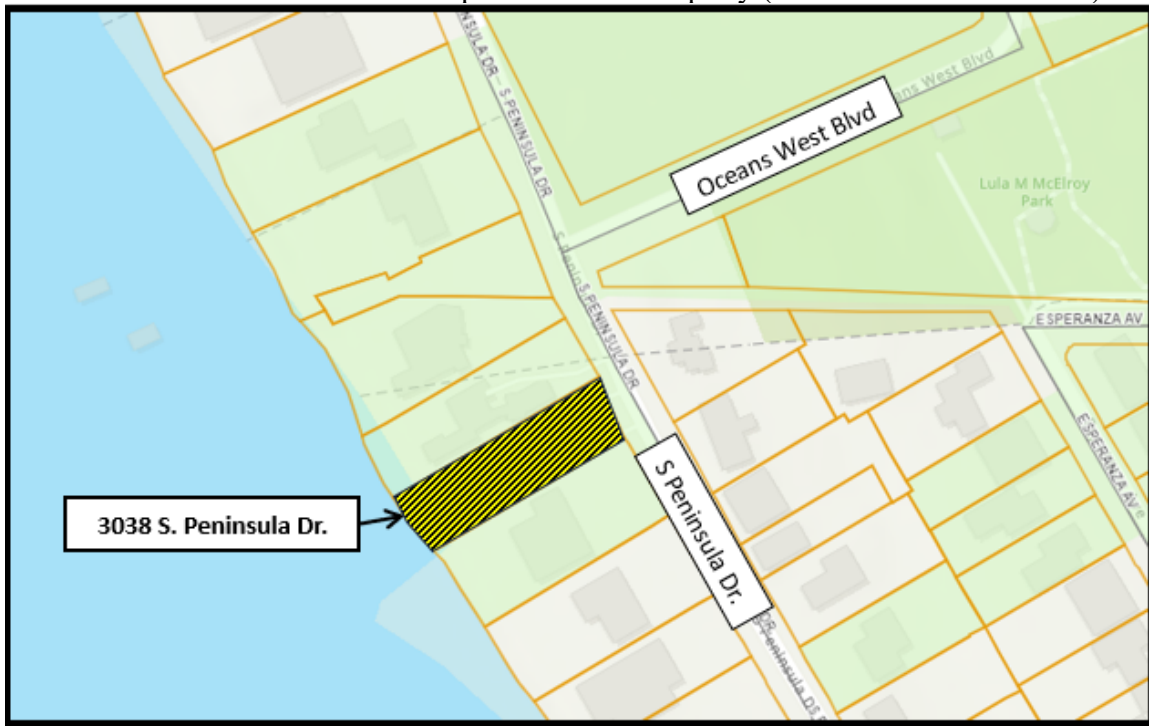
TOGETHER WITH THE WESTERLY 1/2 OF SOUTH PENINSULA DRIVE LYING SOUTHERLY OF THE NORTH LINE OF THE SOUTH 75 FEET LOTS 15 AND 16 AND LYING NORTHERLY OF THE SOUTH LINE OF LOT 15, SAID BLOCK 2, ROGERS NORTH ORITA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

;BEGIN AT THE INTERSECTION OF THE SOUTH LINE OF SAID LOT 15 AND THE CENTERLINE OF SOUTH PENINSULA DRIVE, A 50 FOOT RIGHT OF WAY AS NOW LAID OUT; THENCE WESTERLY ALONG THE SOUTH LINE OF SAID LOT 15 TO THE MEAN HIGH WATER LINE OF THE HALIFAX RIVER; THENCE NORTHERLY ALONG SAID MEAN HIGH WATER LINE TO THE NORTH LINE OF SAID SOUTH 75 FEET LOTS 15 AND 16; THENCE EASTERLY ALONG THE NORTH LINE OF SAID SOUTH 75 FEET LOTS 15 AND 16 TO SAID CENTERLINE OF SOUTH PENINSULA DRIVE; THENCE SOUTHERLY ALONG SAID CENTERLINE TO THE POINT OF BEGINNING.

;

CONTAINING 0.496 ACRES, MORE OR LESS.

EXHIBIT A: Location Map of Annexed Property (3038 S. Peninsula Drive.)



Source: Volusia County Property Appraiser Website, 2023



City of Daytona Beach Shores
COMMUNITY SERVICES DEPARTMENT
2990 S. Atlantic Avenue
Daytona Beach Shores, FL 32118
Phone (386) 763-5377 Fax (386) 763-5370

RECEIVED

MAY 04 2023

BUILDING AND CODES DIVISION
CITY OF DAYTONA BEACH SHORES

12023019

413219

APPLICATION FOR COMPREHENSIVE PLAN/FUTURE LAND USE MAP
AMENDMENT

The Undersigned Applicant requests the Planning and Zoning Board AND City Council to hear and decide upon this application in accordance with Sec. 2-2 of the Land Development Code and Florida Law.

Date Submitted: 05 / 03 / 2023

Applicable Section of the Comprehensive Plan: _____

Fees must be paid at the time the application is submitted.

Applicant's Name: Charles and Patricia Register

Address: _____ Phone #: 386-871-9575

Property Address: 3038 S. Peninsula Drive Daytona Beach FL 32118

Existing Property Use: Single-family Residence

Representing Attorney (if any): _____

Address: _____ Phone #: _____

NOTES: 1) Notarized letter of authorization from owner MUST be submitted if application is filed by anyone other than the owner. 2) A completed application MUST be submitted at least 45 days prior to the anticipated Planning and Zoning hearing date.

Legal description of the property:

Description of your request:

Future land use amendment

Charles Register
Patricia Register
Applicant's Signature

05 / 03 / 2023
Date

EXHIBIT C
PLANNING ANALYSIS
Ordinance 2023-07

A. INTRODUCTION

The proposed amendment seeks to change the future land use designation of a single-family residential property, recently annexed into the City, from Volusia County *Urban Low Intensity* (0.2-4.0 units/acre) to Daytona Beach Shores *Residential Low Intensity* (0-4.0 units/acre). The +/- 0.496-acre property is located at 3038 S. Peninsula Dr. The subject application, if approved, would result in the first 2023 small-scale comprehensive plan amendment for the City of Daytona Beach Shores in accordance with Section 163.3187, *Florida Statutes*.

B. PROPOSED AMENDMENT ITEM(S)

Item 1: Map Amendment - Chapter 1, Future Land Use Element: amending Map L-4 entitled, “Generalized Future Land Use Map (2030),” to change the future land use classification of the annexing property located at 3038 S. Peninsula Dr. from Volusia County *Urban Low Intensity* to Daytona Beach Shores *Residential Low Intensity*:

Overview:

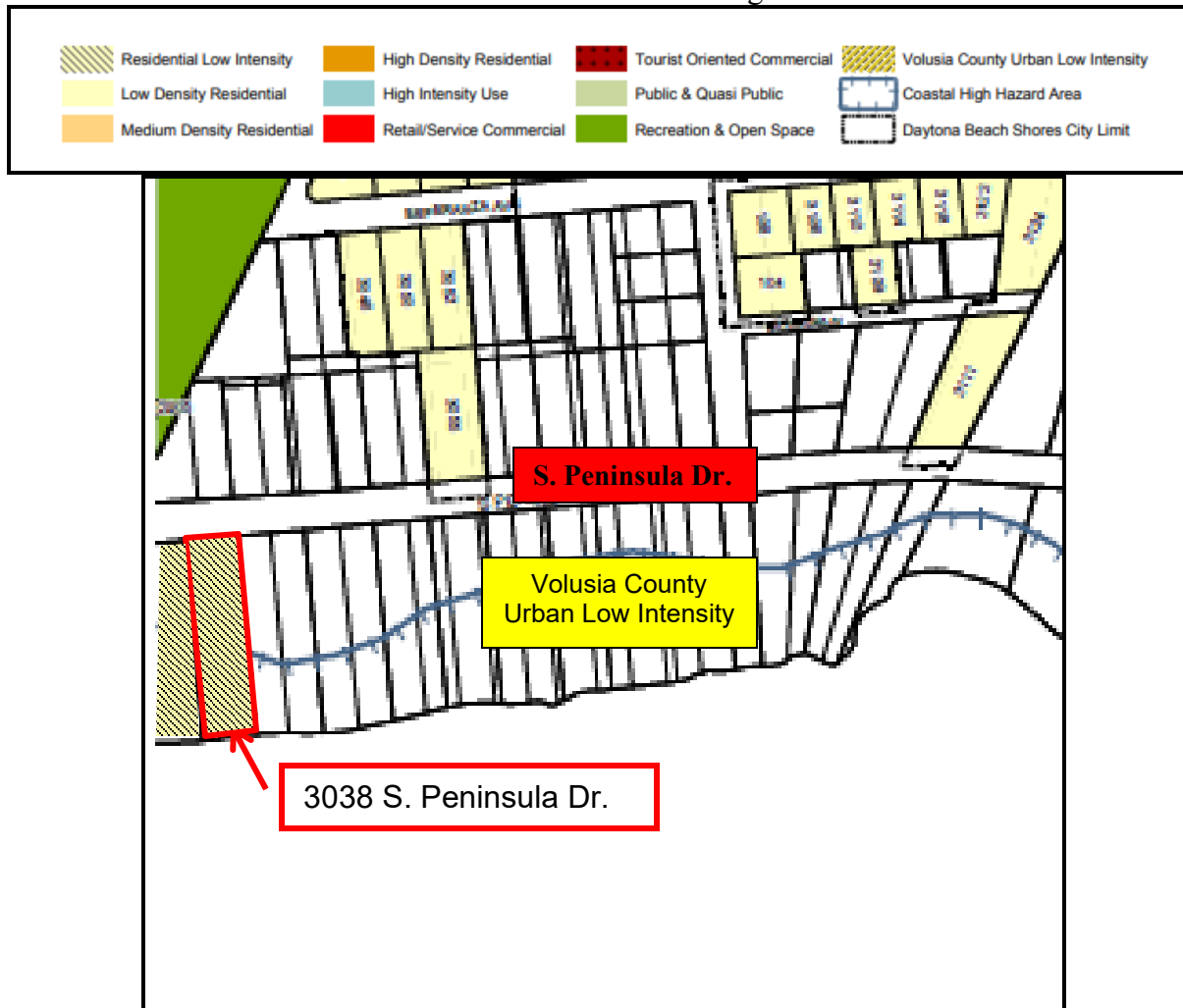
The property has a single-family residential structure on site. The current Volusia County Future Land Use (FLU) and Zoning designations on the property are *Urban Low Intensity* (0.2-4 units/acre) and “R-3” (Urban Single-Family Residential District), respectively. The surrounding future land use designations and zoning classifications are depicted in **Table 1** below while the future land use is illustrated in **Figure 1**. The subject request is to change the FLU designation to Daytona Beach Shores *Residential Low Intensity* (0-4 units/acre).

Table 1: Abutting Zoning and Future Land Use Classification

Location	Zoning		Future Land Use	
	Existing	Proposed	Existing	Proposed
Subject Property	R-3	RSF-2	Volusia County Urban Low Intensity	DBS Residential Low Intensity
North	RSF-2		DBS Residential Low Intensity	
South	R-3	RSF-2*	Volusia County Urban Low Intensity	DBS Residential Low Intensity*
East	R-3		Volusia County Urban Low Intensity	
West	NA		NA	

Notes: * = property has been annexed into DBS and applied for rezoning and FLUMA to DBS RSF-2 and DBS Residential Low Intensity. R-3 = Volusia County *Urban Single-Family Residential District*.

FIGURE 1 3038 S. Peninsula Dr. Surrounding Future Land Use



Description, Data and Analysis:

The analysis conducted below demonstrates the amendment's compliance with the City's Comprehensive Plan and the Florida Administrative Code for future land use map amendments. Therefore, the analysis shows that there will not be any significant impacts on the environment, roadways, public schools and utilities as the allowable densities and use will remain the same.

I. IMPACTS OF PROPOSED AMENDMENT

The current Volusia County *Urban Low Intensity* Future Land Use (FLU) classification allows a maximum density of four (4) units per acre. Under the proposed Daytona Beach Shores FLU designation, *Residential Low Intensity*, the maximum density allowed is also four (4) units per acre. Therefore, the proposed land use amendment would not result in any change in residential density permitted. Given the +/-0.496-acre size of the property, the proposed amendment would allow only one (1) residential unit on site, which is the same as currently allowed under the Volusia County FLU classification.

The property is currently occupied by a single-family residential structure. Additionally, the proposed Daytona Beach Shores zoning for this property, RSF-2 Urban Single-Family

Residential Detached District, would permit only one residential dwelling unit on site. So, from a practical and planning perspective the proposed future land use change will result in no net change in density and impacts.

In accordance with the Daytona Beach Shores Comprehensive Plan Update (2030) and standard practice from the Florida Department Economic Opportunity (DEO) and other review agencies, an impact comparison analysis of the proposed amendment has been completed based upon the theoretical maximum development potential under the current future land use designation versus the designation proposed (**Table 2**). The following seven public facilities and services were examined and discussed briefly below: (1) Transportation, (2) Sanitary Sewer, (3) Potable Water, (4) Solid Waste, (5) Stormwater Drainage, (6) Recreation, and (7) Public Schools.

Table 2: Impact Analysis (Theoretical Max.)

Development Variable	Current Future Land Use (0.2-4 units/acre)	Proposed Future Land Use (0.2-4 units/acre)	Change
Residential Units Allowed	2	2	None
Population ¹	3.14	3.14	None
AM / PM Peak Hour Trips ²	1.5/2.02	1.5/2.02	None
Sanitary Sewer (gallons/day) ³	500	500	None
Potable Water (gallons/day) ⁴	345.4	345.4	None
Solid Waste (lbs./person) ⁵	31.4	31.4	None
Stormwater Drainage ⁶	n/a	n/a	n/a
Public School Student(s)	0.516	0.516	None

Notes:

1. Population: 1.57 persons per dwelling unit in DBS
2. Transportation: Rates are for peak hour of adjacent street traffic
Single-family residential unit = 0.75 AM trips, 1.01 PM trips
3. Sanitary Sewer: 250 gallons per dwelling unit per day
4. Potable Water: 110 gallons per capita per day
5. Solid Waste: 10 pounds per capita per day
6. Stormwater Drainage: LOS standard = 25-year, 24-hour event. If property is redeveloped, drainage system will be designed to meet the requirements of the Land Development Code.
7. Public School: Generation rates = 0.258 per single-family unit.

Sources:

2020 US Census
ITE Trip Generation Manual, 8th Edition
Policy 9-1.3 Daytona Beach Shores Comprehensive Plan Update (2030)
Volusia County Schools

Transportation:

The subject property is a single-family lot with vehicular transportation access to S. Peninsula Dr., which is a minor arterial connecting to Dunlawton Boulevard (SR421) and International Speedway Boulevard (US92) which are both principal arterial roads leading to the interstate system. The allowable Level-Of-Service (LOS) standard for SR 441 (Peninsula Dr) from Dunlawton Blvd to Florida Shores Blvd is “D”. The allowable Level-Of-Service (LOS) standard for S. Atlantic Avenue and Dunlawton Blvd is “D” and all are operating at acceptable levels of

service. There will be no net change in vehicular trips as demonstrated in **Table 2** above and the allowed LOS standard will continue to be maintained:

Sanitary Sewer:

The City's adopted LOS standard for sanitary sewer is 250 gallons per dwelling unit per day. Using this standard, the proposed land use would theoretically generate a demand of 500 gallons per day consistent with the current future land use. However, since no increase in the number of entitled dwelling units would occur there is no net change in theoretical demand. Regardless, it should be noted that the City of Port Orange sewer treatment facility is currently operating at an acceptable level of service.

Potable Water:

The City's adopted LOS standard for potable water is 110 gallons per capita per day. Using this standard, the proposed land use would theoretically create a demand of 345.4 gallons of water per day. No increase in number of theoretical dwelling units or demand will occur. In addition, the current potable water usage is already accounted for in Port Orange's current consumptive use permit (CUP).

Solid Waste Collection:

The proposed land use allows for two (2) residential units that would be expected to support a population of 3.14 persons, which together would theoretically generate 31 pounds of solid waste per day. Solid waste generated within the City of Daytona Beach Shores is collected by Waste Pro, which delivers it to the Volusia County landfill. The 3,000-acre landfill is a Class I facility with a projected life span to the year 2050.

Stormwater Drainage:

The City's adopted LOS standard for stormwater is the 25-year, 24-hour storm event. More specifically, the stormwater facilities must be capable of treating and conveying the runoff from such a storm without causing flooding of adjacent properties or polluting any receiving water bodies. In addition, the Comprehensive Plan requires that there be no net loss of stormwater retention function as a result of development. Therefore, if the property is developed the parcel must have the same ability to store and discharge water after development as it does before development occurs. The applicants would be required to address stormwater retention on the property in accordance with these City standards.

Recreation and Open Space:

The proposed amendment would theoretically add 3.14 residents to the City of Daytona Beach Shores. The City's most recent population count was 5,179 (2020 US Census). Policy 7-1.2.1 and Policy 9-1.3.1 in the City's Comprehensive plan establish the LOS standards for recreation facilities within the City. Considering the City's population and the City's recreational LOS standards, it is easy to conclude that Daytona Beach Shores currently has adequate capacity for all recreational facilities as required by the City's Adopted Comprehensive Plan and seen in **Table 3** below.

Table 3: Recreation Facilities Analysis

Type of Park/ Recreational Facility	Unit of Measure/LOS Standard	Current LOS (Facilities)	Deficit
Playgrounds	one per 10,000 people	1	None
Neighborhood Park	one per 10,000 people	5	None
Community Park	one per 25,000 people	1	None
Children's Play Areas	one per 10,000 people	1	None
Baseball/Softball Field	one per 15,000 people	1	None
Tennis Courts	one per 2,000 people	11	None
Community Center	one per 20,000 people	1	None
Exercise Trail	one per 14,000 people	1	None
Nature Study Trail	one per 14,000 people	1	None

Public Schools:

Based on the Volusia County School District's student generation rate for a single-family dwelling unit, the proposed land use could generate at least one (1) full time student. This is exactly the same that could be generated by the existing Volusia County future land use due to the residential density neutrality of the proposed change. Therefore, no increase impact on existing public school facilities is expected. Further, due to the aforementioned, the FLU amendment is exempt from the School District review.

II. LAND USE COMPATIBILITY

The FLU of the surrounding area is primarily Daytona Beach Shores Residential Low Intensity and Volusia County Urban Low Intensity (single-family) in character (**Figure 1**). The subject property is located in a single-family neighborhood **Figure 2**.

Figure 2: Aerial View-3038 S. Peninsula Dr. and Surrounding Neighborhood



Source: Volusia County Property Appraiser, 2023

Considering the above along with **Table 1** contained in the body of this staff report, it is clear that the proposed land use, which is a density neutral land use request, is consistent with the existing and future land use of the surrounding neighborhood.

III. APPLICABLE PLANS, CODES AND REGULATIONS

Future Land Use Element (Daytona Beach Shores Comprehensive Plan):

Policy 1-1.1.5: (a) The City shall maintain at least a Level of Service standard "D" at all times on its roadway network throughout the City. This shall include Dunlawton Boulevard, including the bridge. The maintenance of this Level of Service standard is important to ensure that an efficient flow of traffic can be maintained on these primary roads in the event of a hurricane threat. (b) Maintain the clearance time of the population in the Hurricane Vulnerability Zone at sixteen (16) hours based on a level of service standard "D" during the time of a category 5-storm event as measured on the Saffir-Simpson scale. This policy is consistent with the stated objectives contained in the Coastal Management Element of the Volusia County Comprehensive Plan regarding hurricane evacuation and Section 163.3178 (9) (b), F.S. and based on the most current East Central Florida Regional Planning Council hurricane study.

Policy 1-1.2.2: The City's existing policy of requiring written assurance from any entity providing sewage treatment, potable water, or solid waste disposal shall be maintained throughout the planning period.

Objective 1-1.4: Land uses that are inconsistent with the character and overall Future Land Use Plan of the City shall be discouraged. This shall take the form of not allowing any objectionable uses (industrial, warehousing, etc.) in the new Land Development Code that will be adopted subsequent to this Comprehensive Plan.

Capital Improvement Element

Policy 9-1.3: The City shall use the following Level of Service (LOS) standards in reviewing the impacts of new development and redevelopment on public facility provisions:

- (a) **Sanitary Sewers:** 250 gallons per dwelling unit per day
- (b) **Solid Waste:** 10 pounds per capita per day
- (c) **Drainage:** 25-year, 24-hour design storm
- (d) **Potable Water:** 110 gallons/capita/day (gcd) for Port Orange Service Area
150 gcd for Daytona Beach Service Area
- (e) **Roadways:** Arterials: LOS "D" at peak hour
Collectors: LOS "C" at peak hour
- (f) **Recreation:** See Table 3 above

IV. REVIEW CRITERIA AND STAFF FINDINGS

1. The amendment shall not decrease the LOS Standard for hurricane evacuation routes below LOS Standard D and (b) the amendment shall not increase the clearance time for evacuation of the population in the Hurricane Vulnerability Zone above 16 hours.

Staff finding: The proposed land use amendment is density neutral. Consequently, no increase in traffic is anticipated as a result of the proposed change, therefore: (a) there will be no decrease in the adopted LOS Standard for S. Peninsula Dr., Dunlawton Blvd or S Atlantic Avenue; and (b) considering the aforementioned, the hurricane evacuation clearance time shall remain the same for the subject roads in question.

2. Written assurances from service providers for sewage treatment, potable water, and solid waste shall be provided when there is a future land use map amendment result in an increase in density or intensity.

Staff finding: The proposed land use amendment is density neutral and the site is already developed. Therefore, no increase in demand is anticipated and no written assurances are needed from service providers since services are already being provided for at the accepted LOS standard.

3. The amendment shall not result in objectionable land use designations inconsistent with the character of the overall future land use plan.

Staff finding: The proposed amendment will not result in an incompatible land use designation with adjacent parcels, the neighborhood or overall character of the future land use plan. The proposed *Residential Low Intensity* (0-4 units/acre) designation will provide for a single-family residence and is therefore compatible with the surrounding single-family land uses.

4. The amendment shall not decrease the LOS Standards for public facilities adopted in Policy 9-1.3 of the City's Comprehensive Plan.

Staff finding: The proposed land use amendment is density neutral, therefore, no increase demand on public facilities is anticipated.

V. CONCLUSION:

The proposed land use amendment is consistent with overall goals, objectives, and Policies of the Daytona Beach Shores Comprehensive Plan (2030).



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission

FROM: Noel Eaton, Planner

PREPARED BY: Cheri Schwab, City Clerk

SUBJECT: Ordinance 2023-08: Comprehensive Plan Future Land Use Map amendment for recently annexed single-family residential property located at 3040 South Peninsula Drive

SYNOPSIS:

2nd Reading

Ordinance 2023-08, if adopted, would amend the City's Adopted Comprehensive Plan Update (2030) Future Land Use Map by assigning the residential low intensity future land use classification to the recently annexed single-family residential property located at 3040 S. Peninsula Dr. (Exhibit A). The application (Exhibit B) was submitted by Charles and Brandea Steffy, owners of the subject property. Applying a City future land use designation is a requirement of Florida Law whenever a property is annexed. The property is 0.640 acres and is occupied by a 3,446 square foot residential single family structure. The proposed Daytona Beach Shores future land use designation is consistent with the current Volusia County future land use category and as such, the use will remain as single-family residential.

FISCAL IMPACT STATEMENT:

No financial impact to the current fiscal year but the property could be included in the taxable value from the property appraiser for the FY24-25 Budget Year if approved.

BACKGROUND:

A. BACKGROUND

The subject property, located at 3040 S. Peninsula Dr., was recently annexed into the corporate limits of the City of Daytona Beach Shores pursuant to the voluntary annexation process outlined in Section 171.044, Florida Statutes . However, Section 171.062, Florida Statutes limits regulatory and development control over an annexed property if the area annexed was subject to a county land use plan and county zoning and the municipality does not adopt a comprehensive plan and zoning amendment that includes the annexed area. Therefore, the County land use plan and zoning regulations will remain in full force and effect until the City changes the future land use classification and zoning designation of the subject property. The purpose of this application is to realize the former. Additionally, the property owner has also submitted an application to rezone the property to the City's RSF-2 Urban Single-Family Residential Detached District, consistent with the existing and

surrounding land uses and current Volusia County R-3 District zoning classification. The rezoning will occur subsequent to the future land use amendment associated with the subject property.

The Planning and Zoning Board recommended approval of Ordinance 2023-08 at their regular meeting on August 14, 2023. The City Commission unanimously voted to approve the 1st reading of Ordinance 2023-08 at their regular meeting on August 22, 2023.

B. PLANNING ANALYSIS

See Exhibit C for planning analysis.

LEGAL REVIEW:

RECOMMENDATION:

Staff recommends approval of Ordinance 2023-08 as presented.

SUGGESTED MOTION:

A Commission member may motion as follows:

1. "I move to approve Ordinance 2023-08 as presented."

OR

2. "I move to approve Ordinance 2023-08, with the following amendments..."

OR

3. "I move to deny Ordinance 2023-08, on the basis of the following..."

- ATTACHMENT:**
1. ORD 2023-08-FLUMA-3040 S. Peninsula Dr.-Steffy
 2. Exhibit A-Location Map-3040 S. Peninsula Drive
 3. Exhibit B- FLUMA Application-3040 S. Peninsula Dr.
 4. Exhibit C-Planning Analysis-FLUMA-3040 S. Peninsula Dr.

ORDINANCE NO: 2023-08

AN ORDINANCE OF THE CITY OF DAYTONA BEACH SHORES, VOLUSIA COUNTY FLORIDA, RELATING TO COMPREHENSIVE PLANNING; AMENDING *THE CITY OF DAYTONA BEACH SHORES COMPREHENSIVE PLAN*, AMENDING CHAPTER 1, “FUTURE LAND USE ELEMENT”, BY AMENDING MAP L-4 ENTITLED, “GENERALIZED FUTURE LAND USE MAP (2030)” ASSIGNING THE RESIDENTIAL LOW INTENSITY FUTURE LAND USE DESIGNATION TO ANNEXED SINGLE-FAMILY RESIDENTIAL PROPERTY LOCATED AT 3040 SOUTH PENINSULA DRIVE (SHORT PARCEL IDENTIFICATION NUMBER 5334-02-02-0130); PROVIDING FOR IMPLEMENTING ACTIONS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR NON-CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Daytona Beach Shores is committed to planning and managing the future growth of the City; and

WHEREAS, the property described in Section One herein was annexed into the City of Daytona Beach Shores on June 27, 2023, and an appropriate City future land use classification must be assigned to the real property in accordance with the requirements of controlling law; and

WHEREAS, the City of Daytona Beach Shores has the authority to amend its Comprehensive Plan pursuant to Part II, Chapter 163, *Florida Statutes*; and

WHEREAS, the proposed amendment to the *City of Daytona Beach Shores Comprehensive Plan* directly relates to small scale development activities as provided in Section 163.3187(1)(c), *Florida Statutes*; and

WHEREAS, the Volusia County Growth Management Commission has issued a determination of consistency in accordance with Section 202.3 of the *Charter of Volusia County, Florida*, for the proposed amendment to the *City of Daytona Beach Shores Comprehensive Plan*; and

WHEREAS, the Planning and Zoning Board, which is the local planning agency of the City, and City Commission of the City of Daytona Beach Shores have conducted public hearings and issued notices required by Florida law in the preparation and enactment of this Ordinance; and

WHEREAS, CHARLES AND BRANDEA STEFFY, property owners of the real property with short tax parcel ID 5334-02-02-0130 and located at 3040 South Peninsula Drive, submitted an owner initiated future land use map amendment application to the City of Daytona Beach Shores; and

WHEREAS, CHARLES AND BRANDEA STEFFY, owners of the subject property, are requesting the City of Daytona Beach Shores to amend the future land use classification of the subject real property to Residential Low Intensity; and

WHEREAS, the City Commission of the City of Daytona Beach Shores declares that the purpose and intent of the proposed amendment to the *City of Daytona Beach Shores Comprehensive Plan* is to guide future growth and development; encourage the most appropriate use of the land, water and other resources, consistent with the public interest, promote and protect the public health, safety, comfort, good order, appearance, convenience, aesthetics, and general welfare; prevent the overcrowding of land and avoid undue concentration of population; provide adequate facilities and services; conserve and protect natural resources within the City, while protecting private property rights; and

WHEREAS, the City Commission of the City of Daytona Beach Shores finds that this Ordinance serves the best interest of the City of Daytona Beach Shores; and

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF DAYTONA BEACH SHORES, FLORIDA, AS FOLLOWS:

SECTION ONE: CHANGE IN FUTURE LAND USE ELEMENT/FUTURE LAND USE MAP. Chapter 1, “Future Land Use Element,” containing the Official Future Land Use Map (Map L-4) of the *City of Daytona Beach Shores Comprehensive Plan* is hereby amended to change the Future Land Use Designation of a +/-0.640-acre property from Volusia County Urban Low Intensity to Daytona Beach Shores Residential Low Intensity as to property as described in Exhibit “A” as follows:

Location Address	Short Tax Parcel ID	Daytona Beach Shores Future Land Use Designation
3040 South Peninsula Drive	5334-02-02-0130	Residential Low Intensity

SECTION TWO: IMPLEMENTING ADMINISTRATIVE ACTIONS. The Community Services Director is hereby authorized to transmit copies of the adopted amendment to the *City of Daytona Beach Shores Comprehensive Plan* to the appropriate agencies and to any other unit of local government who has filed a written request for a copy in accordance with the provisions of Section 163.3187(1)(c)2.b, *Florida Statutes* and *Volusia Growth Management Rules*.

SECTION THREE: CONFLICTS. All ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION FOUR: SEVERABILITY. If any section or portion of a section of this Ordinance, or application of any provision of this Ordinance, proves to be invalid, unlawful, or

Ordinance 2023-08

Page No.2

unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Ordinance.

SECTION FIVE: NON-CODIFICATION. This Ordinance shall be not be codified in the *City Code of the City of Daytona Beach Shore* or, the *Land Development Code of the City of Daytona Beach Shores*, or the *City of Daytona Beach Shores Comprehensive Plan* provided, however, that the actions taken herein shall be depicted in the *City of Daytona Beach Shores Comprehensive Plan* and on the Future Land Use Map of the City of Daytona Beach Shores by the City Manager, or designee.

SECTION SIX: EFFECTIVE DATE. This Ordinance shall become effective, in accordance with the provisions of Section 163.3187, *Florida Statutes*, thirty-one (31) days after enactment; provided, however, if this Ordinance is challenged within thirty (30) days after enactment, this Ordinance shall not become effective until the Florida Department of Community Affairs, acting as the State Land Planning Agency, or the Administration Commission, respectively, issues a final order determining that the small scale development amendment to the *City of Daytona Beach Shores Comprehensive Plan* set forth in this Ordinance is in compliance.

CITY OF DAYTONA BEACH SHORES, FLORIDA

NANCY MILLER, MAYOR

KURT SWARTZLANDER, CITY MANAGER

CHERI SCHWAB, CITY CLERK

Approved as to form and legality:

GRETCHEN R. H. "BECKY" VOSE, CITY ATTORNEY

Passed on first reading this _____ day of _____, 2023.

Adopted on second reading this _____ day of _____, 2023.

EXHIBIT A

LOTS 13 AND 14, BLOCK 2, LYING WESTERLY OF SOUTH PENINSULA DRIVE, ROGERS NORTH ORITA, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN MAP BOOK 1, PAGE 115, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA.

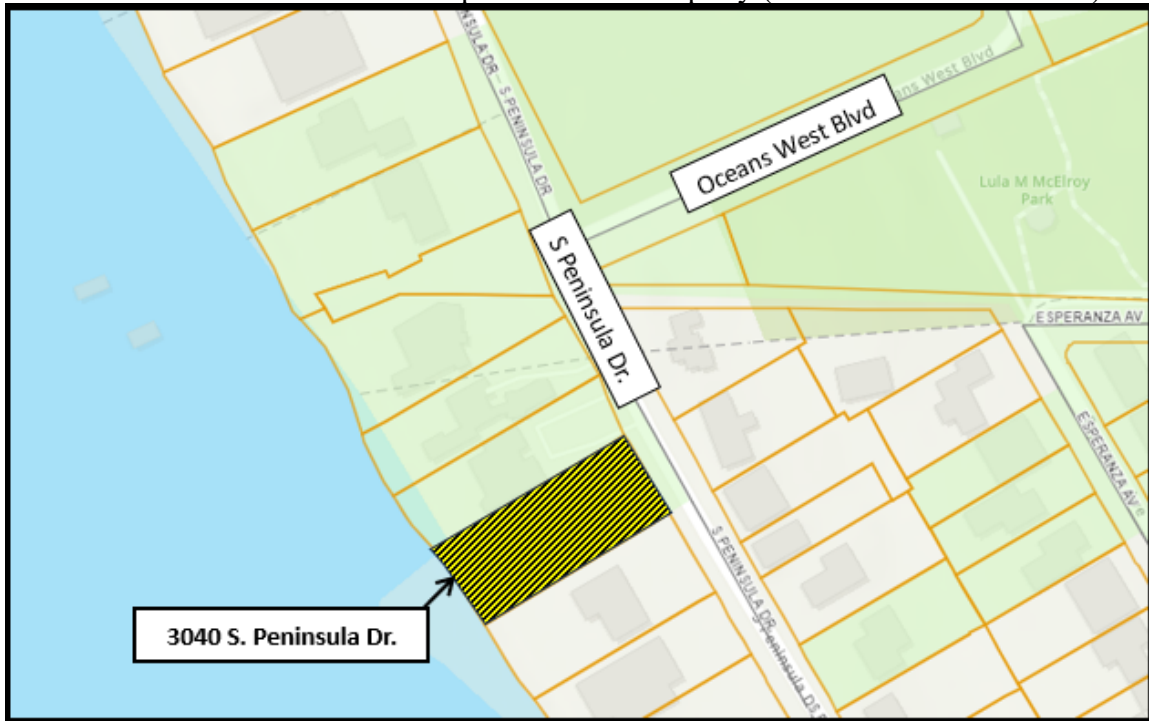
TOGETHER WITH THE WESTERLY 1/2 OF SOUTH PENINSULA DRIVE LYING SOUTHERLY OF THE NORTH LINE OF LOT 14 AND LYING NORTHERLY OF THE SOUTH LINE OF LOT 13, SAID BLOCK 2, ROGERS NORTH ORITA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

;

BEGIN AT THE INTERSECTION OF THE SOUTH LINE OF SAID LOT 13 AND THE CENTERLINE OF SOUTH PENINSULA DRIVE, A 50 FOOT RIGHT OF WAY AS NOW LAID OUT; THENCE WESTERLY ALONG THE SOUTH LINE OF OF SAID LOT 13 TO THE MEAN HIGH WATER LINE OF THE HALIFAX RIVER; THENCE NORTHERLY ALONG SAID MEAN HIGH WATER LINE TO THE NORTH LINE OF SAID LOT 14; THENCE EASTERLY ALONG THE NORTH LINE OF SAID LOT 14 TO SAID CENTERLINE OF SOUTH PENINSULA DRIVE; THENCE SOUTHERLY ALONG SAID CENTERLINE TO THE POINT OF BEGINNING.

CONTAINING 0.640 ACRES, MORE OR LESS.

EXHIBIT A: Location Map of Annexed Property (3040 S. Peninsula Drive.)



Source: Volusia County Property Appraiser Website, 2023



City of Daytona Beach Shores
COMMUNITY SERVICES DEPARTMENT
 2990 S. Atlantic Avenue
 Daytona Beach Shores, FL 32118
 Phone (386) 763-5377 Fax (386) 763-5370

RECEIVED

MAY 04 2023

12023017

**APPLICATION FOR COMPREHENSIVE PLAN/FUTURE LAND USE MAP
 AMENDMENT**

413218

The Undersigned Applicant requests the Planning and Zoning Board AND City Council to hear and decide upon this application in accordance with Sec. 2-2 of the Land Development Code and Florida Law.

Date Submitted: 5/4/23

Applicable Section of the Comprehensive Plan: _____

Fees must be paid at the time the application is submitted.

Applicant's Name: Charles & Brancea Steffy

Address: 3040 S Peninsula Dr. Daytona Beach FL 32118 Phone #: 407-716-4329

Property Address: 3040 S Peninsula Dr. Daytona Beach, FL 32118

Existing Property Use: Single Family Residential

Representing Attorney (if any): N/A

Address: _____ Phone #: _____

NOTES: 1) Notarized letter of authorization from owner MUST be submitted if application is filed by anyone other than the owner. 2) A completed application MUST be submitted at least 45 days prior to the anticipated Planning and Zoning hearing date.

Legal description of the property:

LOTS 13 & 14 W OF PEN DR BLK 2 ROGERS NORTH ORITA MB. 1 PG 11

5 & RIP RIGHTS PER OR 3310 PG 1971 PER OR 3731 PG

4717 PER O R 6167 PGS 3629-3630 PER OR 6173 PGS 2963-

2966 INC PER OR 83

Description of your request: Due to annexation

[Signature]

Applicant's Signature

5/4/23
 Date

EXHIBIT C
PLANNING ANALYSIS
Ordinance 2023-08

A. INTRODUCTION

The proposed amendment seeks to change the future land use designation of a single-family residential property, recently annexed into the City, from Volusia County *Urban Low Intensity* (0.2-4.0 units/acre) to Daytona Beach Shores *Residential Low Intensity* (0-4.0 units/acre). The +/- 0.640-acre property is located at 3040 S. Peninsula Dr. The subject application, if approved, would result in the second 2023 small-scale comprehensive plan amendment for the City of Daytona Beach Shores in accordance with Section 163.3187, *Florida Statutes*.

B. PROPOSED AMENDMENT ITEM(S)

Item 1: Map Amendment - Chapter 1, Future Land Use Element: amending Map L-4 entitled, “Generalized Future Land Use Map (2030),” to change the future land use classification of the annexing property located at 3040 S. Peninsula Dr. from Volusia County *Urban Low Intensity* to Daytona Beach Shores *Residential Low Intensity*:

Overview:

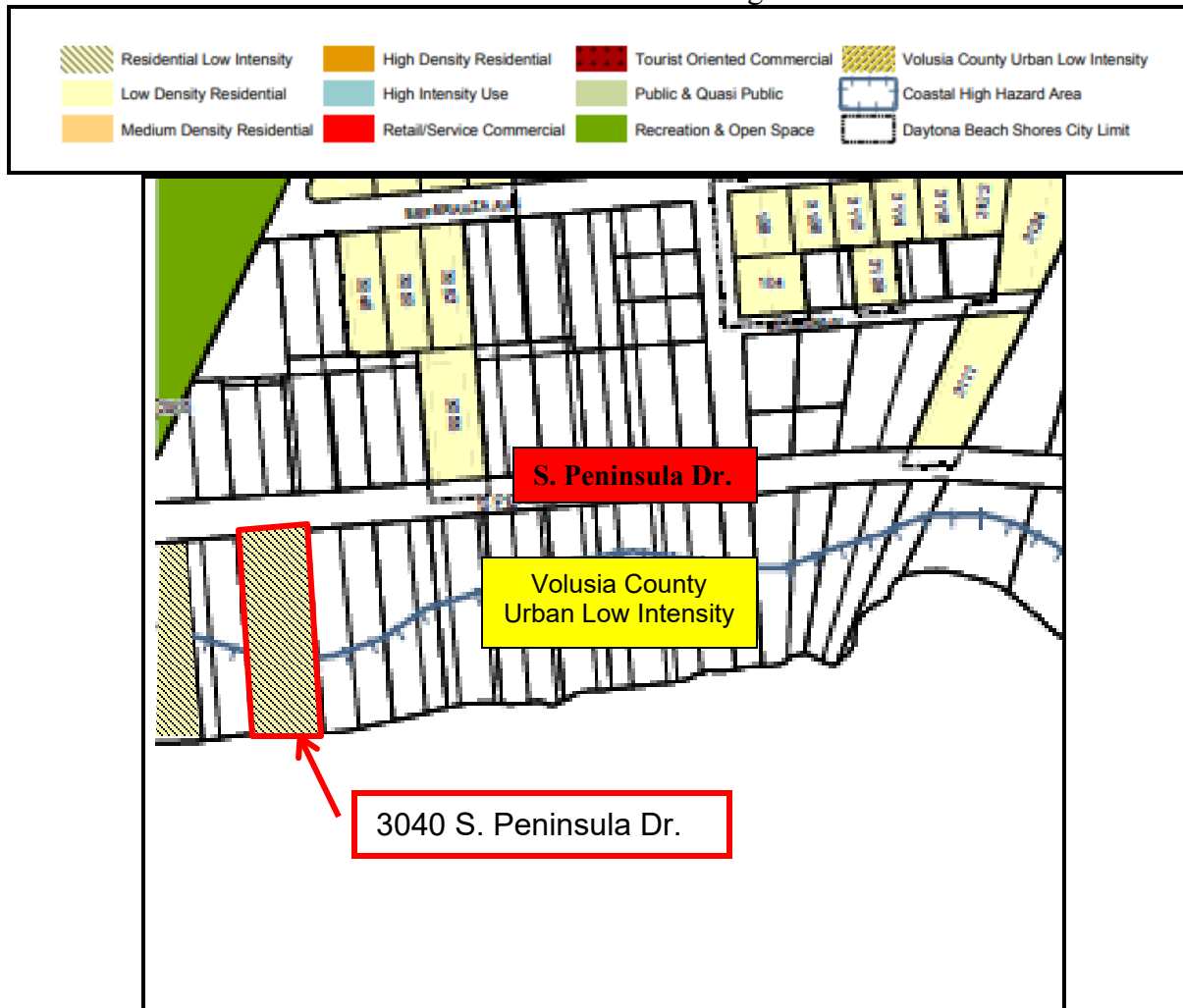
The property has a single-family residential structure on site. The current Volusia County Future Land Use (FLU) and Zoning designations on the property are *Urban Low Intensity* (0.2-4 units/acre) and “R-3” (Urban Single-Family Residential District), respectively. The surrounding future land use designations and zoning classifications are depicted in **Table 1** below while the future land use is illustrated in **Figure 1**. The subject request is to change the FLU designation to Daytona Beach Shores *Residential Low Intensity* (0-4 units/acre).

Table 1: Abutting Zoning and Future Land Use Classification

Location	Zoning		Future Land Use	
	Existing	Proposed	Existing	Proposed
Subject Property	R-3	RSF-2	Volusia County Urban Low Intensity	DBS Residential Low Intensity
North	R-3	RSF-2*	Volusia County Urban Low Intensity	DBS Residential Low Intensity*
South	R-3		DBS Residential Low Intensity	
East	R-3		Volusia County Urban Low Intensity	
West	NA		NA	

Notes: * = property has been annexed into DBS and applied for rezoning and FLUMA to DBS RSF-2 and DBS Residential Low Intensity. R-3 = Volusia County *Urban Single-Family Residential District*.

FIGURE 1 3040 S. Peninsula Dr. Surrounding Future Land Use



Description, Data and Analysis:

The analysis conducted below demonstrates the amendment's compliance with the City's Comprehensive Plan and the Florida Administrative Code for future land use map amendments. Therefore, the analysis shows that there will not be any significant impacts on the environment, roadways, public schools and utilities as the allowable densities and use will remain the same.

I. IMPACTS OF PROPOSED AMENDMENT

The current Volusia County *Urban Low Intensity* Future Land Use (FLU) classification allows a maximum density of four (4) units per acre. Under the proposed Daytona Beach Shores FLU designation, *Residential Low Intensity*, the maximum density allowed is also four (4) units per acre. Therefore, the proposed land use amendment would not result in any change in residential density permitted. Given the +/-0.640-acre size of the property, the proposed amendment would allow only one (1) residential unit on site, which is the same as currently allowed under the Volusia County FLU classification.

The property is currently occupied by a single-family residential structure. Additionally, the proposed Daytona Beach Shores zoning for this property, RSF-2 Urban Single-Family

Residential Detached District, would permit only one residential dwelling unit on site. So, from a practical and planning perspective the proposed future land use change will result in no net change in density and impacts.

In accordance with the Daytona Beach Shores Comprehensive Plan Update (2030) and standard practice from the Florida Department Economic Opportunity (DEO) and other review agencies, an impact comparison analysis of the proposed amendment has been completed based upon the theoretical maximum development potential under the current future land use designation versus the designation proposed (**Table 2**). The following seven public facilities and services were examined and discussed briefly below: (1) Transportation, (2) Sanitary Sewer, (3) Potable Water, (4) Solid Waste, (5) Stormwater Drainage, (6) Recreation, and (7) Public Schools.

Table 2: Impact Analysis (Theoretical Max.)

Development Variable	Current Future Land Use (0.2-4 units/acre)	Proposed Future Land Use (0.2-4 units/acre)	Change
Residential Units Allowed	2	2	None
Population ¹	3.14	3.14	None
AM / PM Peak Hour Trips ²	1.5/2.02	1.5/2.02	None
Sanitary Sewer (gallons/day) ³	500	500	None
Potable Water (gallons/day) ⁴	345.4	345.4	None
Solid Waste (lbs./person) ⁵	31.4	31.4	None
Stormwater Drainage ⁶	n/a	n/a	n/a
Public School Student(s)	0.516	0.516	None

Notes:

1. Population: 1.57 persons per dwelling unit in DBS
2. Transportation: Rates are for peak hour of adjacent street traffic
Single-family residential unit = 0.75 AM trips, 1.01 PM trips
3. Sanitary Sewer: 250 gallons per dwelling unit per day
4. Potable Water: 110 gallons per capita per day
5. Solid Waste: 10 pounds per capita per day
6. Stormwater Drainage: LOS standard = 25-year, 24-hour event. If property is redeveloped, drainage system will be designed to meet the requirements of the Land Development Code.
7. Public School: Generation rates = 0.258 per single-family unit.

Sources:

2020 US Census
ITE Trip Generation Manual, 8th Edition
Policy 9-1.3 Daytona Beach Shores Comprehensive Plan Update (2030)
Volusia County Schools

Transportation:

The subject property is a single-family lot with vehicular transportation access to S. Peninsula Dr., which is a minor arterial connecting to Dunlawton Boulevard (SR421) and International Speedway Boulevard (US92) which are both principal arterial roads leading to the interstate system. The allowable Level-Of-Service (LOS) standard for SR 441 (Peninsula Dr) from Dunlawton Blvd to Florida Shores Blvd is “D”. The allowable Level-Of-Service (LOS) standard for S. Atlantic Avenue and Dunlawton Blvd is “D” and all are operating at acceptable levels of

service. There will be no net change in vehicular trips as demonstrated in **Table 2** above and the allowed LOS standard will continue to be maintained:

Sanitary Sewer:

The City's adopted LOS standard for sanitary sewer is 250 gallons per dwelling unit per day. Using this standard, the proposed land use would theoretically generate a demand of 500 gallons per day consistent with the current future land use. However, since no increase in the number of entitled dwelling units would occur there is no net change in theoretical demand. Regardless, it should be noted that the City of Port Orange sewer treatment facility is currently operating at an acceptable level of service.

Potable Water:

The City's adopted LOS standard for potable water is 110 gallons per capita per day. Using this standard, the proposed land use would theoretically create a demand of 345.4 gallons of water per day. No increase in number of theoretical dwelling units or demand will occur. In addition, the current potable water usage is already accounted for in Port Orange's current consumptive use permit (CUP).

Solid Waste Collection:

The proposed land use allows for one (1) residential unit that would be expected to support a population of 1.6 persons, which together would theoretically generate 31 pounds of solid waste per day. Solid waste generated within the City of Daytona Beach Shores is collected by Waste Pro, which delivers it to the Volusia County landfill. The 3,000-acre landfill is a Class I facility with a projected life span to the year 2050.

Stormwater Drainage:

The City's adopted LOS standard for stormwater is the 25-year, 24-hour storm event. More specifically, the stormwater facilities must be capable of treating and conveying the runoff from such a storm without causing flooding of adjacent properties or polluting any receiving water bodies. In addition, the Comprehensive Plan requires that there be no net loss of stormwater retention function as a result of development. Therefore, if the property is developed the parcel must have the same ability to store and discharge water after development as it does before development occurs. The applicants would be required to address stormwater retention on the property in accordance with these City standards.

Recreation and Open Space:

The proposed amendment would theoretically add 3.14 residents to the City of Daytona Beach Shores. The City's most recent population count was 5,179 (2020 US Census). Policy 7-1.2.1 and Policy 9-1.3.1 in the City's Comprehensive plan establish the LOS standards for recreation facilities within the City. Considering the City's population and the City's recreational LOS standards, it is easy to conclude that Daytona Beach Shores currently has adequate capacity for all recreational facilities as required by the City's Adopted Comprehensive Plan and seen in **Table 3** below.

Table 3: Recreation Facilities Analysis

Type of Park/ Recreational Facility	Unit of Measure/LOS Standard	Current LOS (Facilities)	Deficit
Playgrounds	one per 10,000 people	1	None
Neighborhood Park	one per 10,000 people	5	None
Community Park	one per 25,000 people	1	None
Children's Play Areas	one per 10,000 people	1	None
Baseball/Softball Field	one per 15,000 people	1	None
Tennis Courts	one per 2,000 people	11	None
Community Center	one per 20,000 people	1	None
Exercise Trail	one per 14,000 people	1	None
Nature Study Trail	one per 14,000 people	1	None

Public Schools:

Based on the Volusia County School District's student generation rate for a single-family dwelling unit, the proposed land use could generate at least one (1) full time student. This is exactly the same that could be generated by the existing Volusia County future land use due to the residential density neutrality of the proposed change. Therefore, no increase impact on existing public school facilities is expected. Further, due to the aforementioned, the FLU amendment is exempt from the School District review.

II. LAND USE COMPATIBILITY

The FLU of the surrounding area is primarily Daytona Beach Shores Residential Low Intensity and Volusia County Urban Low Intensity (single-family) in character (**Figure 1**). The subject property is located in a single-family neighborhood **Figure 2**.

Figure 2: Aerial View-3040 S. Peninsula Dr. and Surrounding Neighborhood



Source: Volusia County Property Appraiser, 2023

Considering the above along with **Table 1** contained in the body of this staff report, it is clear that the proposed land use, which is a density neutral land use request, is consistent with the existing and future land use of the surrounding neighborhood.

III. APPLICABLE PLANS, CODES AND REGULATIONS

Future Land Use Element (Daytona Beach Shores Comprehensive Plan):

Policy 1-1.1.5: (a) The City shall maintain at least a Level of Service standard "D" at all times on its roadway network throughout the City. This shall include Dunlawton Boulevard, including the bridge. The maintenance of this Level of Service standard is important to ensure that an efficient flow of traffic can be maintained on these primary roads in the event of a hurricane threat. (b) Maintain the clearance time of the population in the Hurricane Vulnerability Zone at sixteen (16) hours based on a level of service standard "D" during the time of a category 5-storm event as measured on the Saffir-Simpson scale. This policy is consistent with the stated objectives contained in the Coastal Management Element of the Volusia County Comprehensive Plan regarding hurricane evacuation and Section 163.3178 (9) (b), F.S. and based on the most current East Central Florida Regional Planning Council hurricane study.

Policy 1-1.2.2: The City's existing policy of requiring written assurance from any entity providing sewage treatment, potable water, or solid waste disposal shall be maintained throughout the planning period.

Objective 1-1.4: Land uses that are inconsistent with the character and overall Future Land Use Plan of the City shall be discouraged. This shall take the form of not allowing any objectionable uses (industrial, warehousing, etc.) in the new Land Development Code that will be adopted subsequent to this Comprehensive Plan.

Capital Improvement Element

Policy 9-1.3: The City shall use the following Level of Service (LOS) standards in reviewing the impacts of new development and redevelopment on public facility provisions:

- (a) **Sanitary Sewers:** 250 gallons per dwelling unit per day
- (b) **Solid Waste:** 10 pounds per capita per day
- (c) **Drainage:** 25-year, 24-hour design storm
- (d) **Potable Water:** 110 gallons/capita/day (gcd) for Port Orange Service Area
150 gcd for Daytona Beach Service Area
- (e) **Roadways:** Arterials: LOS "D" at peak hour
Collectors: LOS "C" at peak hour
- (f) **Recreation:** See Table 3 above

IV. REVIEW CRITERIA AND STAFF FINDINGS

1. The amendment shall not decrease the LOS Standard for hurricane evacuation routes below LOS Standard D and (b) the amendment shall not increase the clearance time for evacuation of the population in the Hurricane Vulnerability Zone above 16 hours.

Staff finding: The proposed land use amendment is density neutral. Consequently, no increase in traffic is anticipated as a result of the proposed change, therefore: (a) there will be no decrease in the adopted LOS Standard for S. Peninsula Dr., Dunlawton Blvd or S Atlantic Avenue; and (b) considering the aforementioned, the hurricane evacuation clearance time shall remain the same for the subject roads in question.

2. Written assurances from service providers for sewage treatment, potable water, and solid waste shall be provided when there is a future land use map amendment result in an increase in density or intensity.

Staff finding: The proposed land use amendment is density neutral and the site is already developed. Therefore, no increase in demand is anticipated and no written assurances are needed from service providers since services are already being provided for at the accepted LOS standard.

3. The amendment shall not result in objectionable land use designations inconsistent with the character of the overall future land use plan.

Staff finding: The proposed amendment will not result in an incompatible land use designation with adjacent parcels, the neighborhood or overall character of the future land use plan. The proposed *Residential Low Intensity* (0-4 units/acre) designation will provide for a single-family residence and is therefore compatible with the surrounding single-family land uses.

4. The amendment shall not decrease the LOS Standards for public facilities adopted in Policy 9-1.3 of the City's Comprehensive Plan.

Staff finding: The proposed land use amendment is density neutral, therefore, no increase demand on public facilities is anticipated.

V. CONCLUSION:

The proposed land use amendment is consistent with overall goals, objectives, and Policies of the Daytona Beach Shores Comprehensive Plan (2030).



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission

FROM: Noel Eaton, Planner

PREPARED BY: Cheri Schwab, City Clerk

SUBJECT: Ordinance 2023-09: Rezoning application for recently annexed property located at 3038 South Peninsula Drive

SYNOPSIS:

2nd Reading

Ordinance 2023-09, if adopted, would amend the City's Official Zoning Map by assigning the "RSF-2 Urban Single-Family Residential Detached District" to the recently annexed single-family residential property located at 3038 S. Peninsula Dr. (Exhibit A). The application (Exhibit B) was submitted by Charles and Patricia Register, owners of the subject property, and is a requirement of Florida Law when a property is annexed. The property is 0.496 acres and is occupied by a 3,482 square foot single family residential structure. The proposed amendment is compatible with the current Volusia County zoning district (R-3, Urban Single-Family Residential District).

FISCAL IMPACT STATEMENT:

No financial impact to the current fiscal year. The property value could be included in the FY24-25 Budget Year taxable value from the property appraiser if approved.

BACKGROUND:

A. BACKGROUND

The subject property, located at 3038 S. Peninsula Dr., was recently annexed into the corporate limits of the City of Daytona Beach Shores. However, Section 171.062, Florida Statutes limits regulatory and development control over annexed property if the area annexed was subject to a county land use plan and county zoning such that said regulations remain in full force and effect until the municipality adopts a comprehensive plan amendment and zoning change that includes the annexed area. The purpose of this application is to realize the latter. The property owner has also submitted an application to amend the future land use classification of the property in question to Residential Low Intensity, consistent with the existing and surrounding land uses and current Volusia County Urban Low Intensity future land use classification. The zoning change will be adopted subsequent to the formal future land use amendment of the subject property.

The Planning and Zoning Board recommended approval of Ordinance 2023-09 at their regular

meeting on August 14, 2023. The City Commission unanimously voted to approve the 1st reading of Ordinance 2023-09 at their regular meeting on August 22, 2023.

B. PLANNING ANALYSIS

See Exhibit C for planning analysis.

LEGAL REVIEW:

RECOMMENDATION:

Staff recommends approval of Ordinance 2023-09 as presented.

SUGGESTED MOTION:

A Commission member may motion as follows:

1. "I move to approve Ordinance 2023-09 as presented."
- OR
2. "I move to deny Ordinance 2023-09, on the basis of the following..."

- ATTACHMENT:**
1. ORD 2023-09-Zoning Map Amendment-3038 S. Peninsula Dr-Register-RSF-2
 2. Exhibit A-Location Map-3038 S. Peninsula Dr.
 3. Exhibit B-Rezoning Application, 3038 S. Peninsula Dr.
 4. Exhibit C-Planning Analysis- Rezoning-3038 S. Peninsula Dr.-RSF-2

ORDINANCE NO. 2023-09

AN ORDINANCE OF THE CITY OF DAYTONA BEACH SHORES, VOLUSIA COUNTY, FLORIDA, ASSIGNING THE RSF-2 URBAN SINGLE-FAMILY RESIDENTIAL DETACHED DISTRICT ZONING CLASSIFICATION TO ANNEXED SINGLE-FAMILY RESIDENTIAL PROPERTY GENERALLY LOCATED AT 3038 SOUTH PENINSULA DRIVE, SHORT TAX PARCEL ID 5334-02-02-0160; PROVIDING MODIFICATION OF THE OFFICIAL ZONING MAP; PROVIDING FOR IMPLEMENTING ADMINISTRATIVE ACTIONS; PROVIDING FOR NON-CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Daytona Beach Shores is committed to planning and managing the future growth of the City; and

WHEREAS, the property described in Section One herein was annexed into the City of Daytona Beach Shores on June 27, 2023, and an appropriate City zoning classification must be assigned to the real property in accordance with the requirements of controlling law; and

WHEREAS, the City Commission of the City of Daytona Beach Shores has received recommendation from staff and the Planning and Zoning Board for the assignment of zoning classification to said property and has complied with all requirements and procedures of Florida law in processing and advertising this Ordinance; and

WHEREAS, the City Commission of the City of Daytona Beach Shores finds such rezoning consistent with the *Daytona Beach Shores Land Development Code* and the *Daytona Beach Shores Comprehensive Plan* and deems it in the best interest of the inhabitants of said City to amend the Official Zoning Map as hereinafter set forth,

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF DAYTONA BEACH SHORES, FLORIDA, as follows:

SECTION ONE: REZONING OF REAL PROPERTY. The property described hereinafter is hereby rezoned and assigned the Daytona Beach Shores zoning classification as follows:

Short Tax Parcel ID 5334-02-02-0160, as described in Exhibit “A” as attached, is assigned the RSF-2, Urban Single-Family Residential Detached District Zoning Classification.

SECTION TWO: AMENDMENT OF OFFICIAL ZONING MAP. The Official City Zoning Map is hereby amended to conform with the rezoning assigned herein.

SECTION THREE. IMPLEMENTING ADMINISTRATIVE ACTIONS. The City Manager, or designee, is authorized to take any and all required administrative actions to

implement the provisions of this Ordinance including, but not limited to, providing notice of this rezoning to the Volusia County Council in accordance with applicable law.

SECTION FOUR. NON-CODIFICATION. This Ordinance shall not be codified in the *City Code of the City of Daytona Beach Shores* or the *Land Development Code of the City of Daytona Beach Shores*; provided, however, that the actions taken herein shall be depicted on the Official Zoning Map of the City of Daytona Beach Shores by the City Manager, or designee.

SECTION FIVE: EFFECTIVE DATE. This Ordinance shall take effect immediately upon enactment.

CITY OF DAYTONA BEACH SHORES, FLORIDA

NANCY MILLER, MAYOR

KURT SWARTZLANDER, CITY MANAGER

CHERI SCHWAB, CITY CLERK

Approved as to form and legality:

GRETCHEN R. H. "BECKY" VOSE, CITY ATTORNEY

Passed on first reading this _____ day of _____, 2023.

Adopted on second reading this _____ day of _____, 2023.

EXHIBIT A

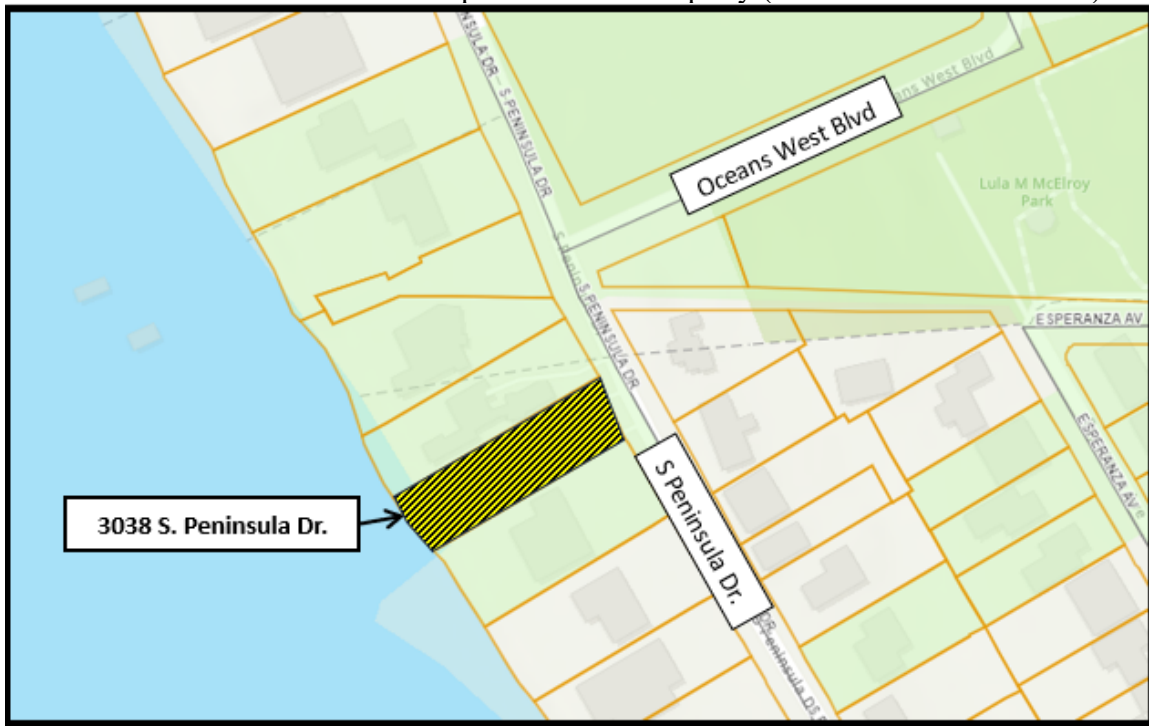
THE SOUTHERLY 75 FEET OF LOTS 15 AND 16, BLOCK 2, ROGERS NORTH ORITA, AS RECORDED IN MAP BOOK 1, PAGE 115, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, AS LIES WESTERLY OF SOUTH PENINSULA DRIVE, A 50 FOOT STREET AS NOW LAID OUT, THE SAID PARCEL LYING NORTHERLY 75 FEET AT RIGHT ANGLES TO THE SOUTHERLY LINE OF SAID LOT 15 EXTENDED WESTERLY TO THE HALIFAX RIVER.

TOGETHER WITH THE WESTERLY 1/2 OF SOUTH PENINSULA DRIVE LYING SOUTHERLY OF THE NORTH LINE OF THE SOUTH 75 FEET LOTS 15 AND 16 AND LYING NORTHERLY OF THE SOUTH LINE OF LOT 15, SAID BLOCK 2, ROGERS NORTH ORITA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

;BEGIN AT THE INTERSECTION OF THE SOUTH LINE OF SAID LOT 15 AND THE CENTERLINE OF SOUTH PENINSULA DRIVE, A 50 FOOT RIGHT OF WAY AS NOW LAID OUT; THENCE WESTERLY ALONG THE SOUTH LINE OF SAID LOT 15 TO THE MEAN HIGH WATER LINE OF THE HALIFAX RIVER; THENCE NORTHERLY ALONG SAID MEAN HIGH WATER LINE TO THE NORTH LINE OF SAID SOUTH 75 FEET LOTS 15 AND 16; THENCE EASTERLY ALONG THE NORTH LINE OF SAID SOUTH 75 FEET LOTS 15 AND 16 TO SAID CENTERLINE OF SOUTH PENINSULA DRIVE; THENCE SOUTHERLY ALONG SAID CENTERLINE TO THE POINT OF BEGINNING.

; CONTAINING 0.496 ACRES, MORE OR LESS.

EXHIBIT A: Location Map of Annexed Property (3038 S. Peninsula Drive.)



Source: Volusia County Property Appraiser Website, 2023



City of Daytona Beach Shores
Community Services Department
2990 South Atlantic Avenue
Daytona Beach Shores, FL 32118
Telephone (386) 763-5377

RECEIVED

MAY 05 2023

BUILDING AND CODES DIVISION
CITY OF DAYTONA BEACH SHORES

1 2023 020

APPLICATION TO AMEND ZONING MAP

413226

The Undersigned Applicant requests the Planning and Zoning Board and City Council to decide upon this application in accordance with Section 14-66 and 14-67 of the Land Development Code.

FEES MUST BE PAID AT THE TIME THE APPLICATION IS SUBMITTED

Date Submitted: ___/___/___

Current Zoning: R-3

Requested Zoning: RSF-1

Applicant's Name: Charles D & Patricia J. Register

Address: 3038 S Peninsula Drive Phone #: 386-871-9575

Representative: _____

Address: _____ Phone #: _____

Property Address & Parcel ID: 5334-02-02-0160

Property Owner: _____

NOTE: If applicant is not property owner, attach a notarized statement of authorization

Legal Description of Property:

Charles D Register
Patricia J Register
Applicant's Signature

5-5-2023
Date

THE PLANNING & ZONING BOARD WILL APPLY THE CRITERIA IN SECTION 14-66(4) OF THE LAND DEVELOPMENT CODE WHEN CONSIDERING ZONING MAP AMENDMENTS. PLEASE EXPLAIN HOW YOUR REQUEST MEETS THE FOLLOWING CRITERIA: (YOU MAY ATTACH ADDITIONAL SHEETS)

1. The proposed zoning will have a favorable or unfavorable impact on the environment and natural resources of the area affected.

Annexation

2. The proposed zoning will have a favorable or unfavorable impact on the economy of the area affected.

Annexation

3. The proposed zoning will efficiently use or unduly burden water, sewer, solid waste disposal or other necessary public facilities, including schools.

Annexation

4. The proposed zoning will efficiently use or unduly burden transportation facilities.

Annexation

5. The proposed zoning will favorably or adversely affect the ability of people to find adequate housing reasonably accessible to their places of employment.

Annexation

6. The proposed zoning is basically consistent with the comprehensive land use plan.

Annexation

7. Have conditions relative to the property in question and the surrounding area so changed as to require zoning classification boundaries be amended to reflect new conditions?

Annexation

8. Was there a mistake in the original zoning of the property so that such zoning does not properly reflect the actual or developing conditions of the area?

Annexation

9. Will the proposed change promulgate or encourage a physical benefit or have a stabilizing effect on the surrounding areas?

Annexation

10. Would the proposed changes constitute "spot zoning"?

Annexation

11. Is the proposed change a singling out of a small parcel of land, allowing a use totally different from that of the surrounding area, and would such use violate the integrity of the zoning classification?

Annexation

12. Is the change solely for the benefit of the owner and to the detriment of the community?

Annexation

13. Will the proposed change especially suit the applicant's own special purpose rather than serve the community?

Annexation

14. Would the requested change materially diminish the value of surrounding properties or substantially alter the characteristics of the neighborhood?

Annexation

EXHIBIT C
PLANNING ANALYSIS
Ordinance 2023-09

A. INTRODUCTION

The proposed application/ordinance if approved would change the zoning district classification of the annexed single-family residential property located at 3038 S. Peninsula Dr. from Volusia County *R-3 Urban Single-Family Residential District* to Daytona Beach Shores *RSF-2 Urban Single-Family Residential Detached District*. The subject property contains an acreage of approximately 0.496 and has a single-family residential structure on site.

B. EXISTING ZONING AND CURRENT LAND USE

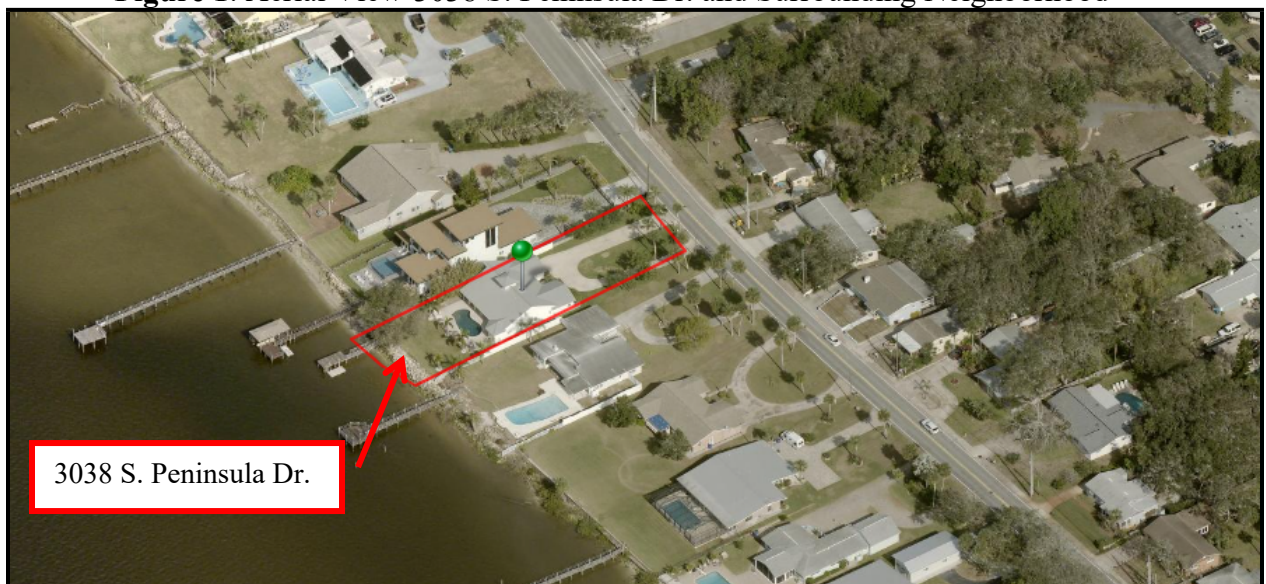
Table 1 below provides a narrative description of the zoning district classifications and current land uses (i.e., existing development) for the subject property and surrounding area while **Figure 1** provides an aerial view of the subject property and surrounding land uses and **Figure 2** is a zoning map of the same while **Figure 3** provides a street view of the property in question.

Table 1: Zoning and Land Use Area Description

Location	Zoning	Current Land Use
Subject Property	R-3	Single Family Residence
North	RSF-2	Single Family Residence
South	R-3 (RSF-2)*	Single Family Residence
East	R-3	Single Family Residence
West	NA	Halifax River

Notes: R-3= *Volusia County Urban Single-Family Residential District*, RSF-2 = *DBS Urban Single-Family Residential District*; R-3 (RSF-2)*= property has been annexed into DBS and applied for rezoning to DBS RSF-2.

Figure 1: Aerial View-3038 S. Peninsula Dr. and Surrounding Neighborhood



Source: Volusia County Property Appraiser Pictometry, 2023

Figure 2: 3038 S. Peninsula Dr. – Zoning Map

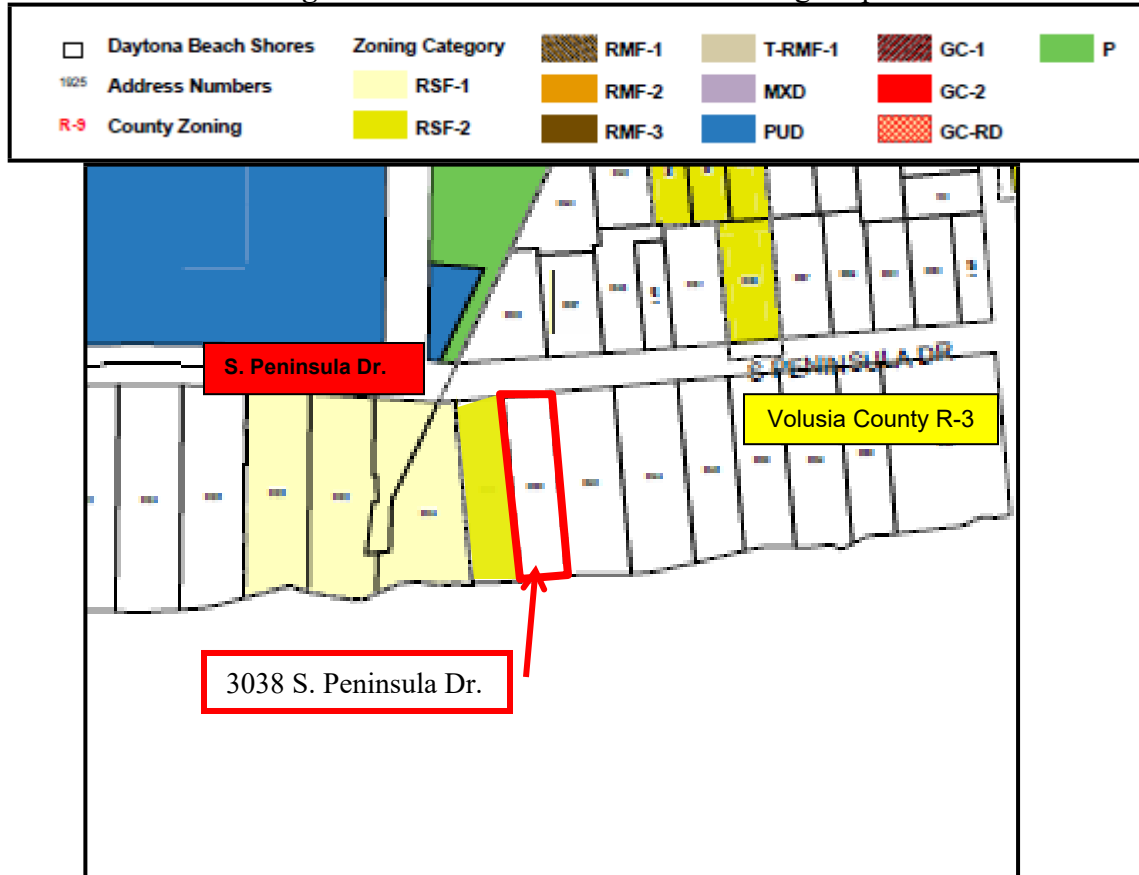


Figure 3: Street View of 3038 S. Peninsula Dr.



As noted in **Table 1** above, the subject property is currently zoned Volusia County *R-3 Urban Single-Family Residential District*. According to the Volusia County Land Development Code, the purpose, intent and permitted uses of the existing zoning district is as follows:

“R-3 Urban Single-Family Residential District”:

Purpose and intent: The purpose and intent of the R-3 Urban Single-Family Residential Classification, is to provide medium-low-density residential developments, preserving the character of existing or proposed residential neighborhoods.

Permitted principal uses and structure: In the R-3 Urban Single-Family Residential Classification, no premises shall be used except for the following uses and their customary accessory uses or structures:

Cluster and zero lot line subdivisions.

Communication towers not exceeding 70 feet in height above ground level.

Essential utility services.

Exempt excavations (refer to subsection 72-293(15)) and/or those which comply with division 8 of the Land Development Code of Volusia County [article III] and/or final site plan review procedures of this article.

Exempt landfills.

Fire stations.

Home-based business (refer to section 72-283).

Houses of worship.

Parks and recreational areas accessory to residential developments.

Public schools.

Publicly owned parks and recreational areas.

Publicly owned or regulated water supply wells.

Single-family standard or modular dwellings.

C. PROPOSED ZONING

The proposed zoning for the subject property is RSF-2 Urban Single-Family Residential Detached District. According to the Daytona Beach Shores Land Development Code, the purpose, intent and permitted uses of the proposed zoning district is as follows:

“RSF-2 Urban Single-Family Residential Detached District”:

Section 14-17.1. Purpose and Intent: The purpose and intent of the RSF-2 Urban Single-Family Residential Detached District is to provide low residential density for the purpose of preserving the character of existing residential neighborhoods and generally implementing the city's land use plan within, but not necessarily limited to, those areas shown for single-family use.

Section 14-17.2. Permitted Principal Uses and Structures:

Single-family dwelling.

Telecommunication towers and antennas, subject to compliance with section 14-60.1 et seq.

Section 14-17.3. Permitted Accessory Uses and Structures.

Home occupations regulated by section 14-45 and other accessory uses or structures customarily incidental to the permitted principal use or structure.

D. COMPREHENSIVE PLAN

The City is in the process of amending its Adopted Comprehensive Plan (2030) Future Land Use Map to assign the City's *Residential Low Intensity* future land use (FLU) classification to the subject property. This FLU classification allows up to four (4) residential units per acre, which is same as the current Volusia County *Urban Low Intensity* FLU for the property in question. Therefore, the existing acreage and proposed zoning will restrict the use to two (2) single-family residential units if proposed in the future.

Objective 1-1.4 of the Comprehensive Plan states that land uses which are inconsistent with the character and overall Future Land Use Plan of the City shall be discouraged through the prohibition of objectionable uses such as industries and warehousing. The proposed future land use and proposed zoning are not objectionable or inconsistent with the future land use map and surrounding neighborhood. Therefore, the proposed zoning classification is consistent with the City's Adopted Comprehensive Plan (2030) and proposed FLU classification.

E. REVIEW AND COMMENTS

The subject application was initiated by the property owner, CHARLES D. REGISTER and PATRICIA J. REGISTER, trustees or successor trustee(s) of the REGISTER FAMILY TRUST dated March 18, 2003. The subject property is located at 3038 S. Peninsula Dr. and has an acreage of 0.496+/- . The site has vehicular and pedestrian access to S. Peninsula Dr. which directly connects to Dunlawton Blvd. to the south and Silver Beach Ave. to the north.

The proposed zoning change will be consistent with the previous Volusia County zoning and adjacent zoning district classifications. The property is currently occupied with a single-family residential structure. Therefore, the proposed change is density neutral consistent with the zoning.

Since the application in question regards a single-family residential property, it is exempt from the City's Concurrency Review Process as it does not substantially impact any of the City's public facilities or infrastructure. Further, adequate potable water, sewer, solid waste, recreation, public school and transportation facility capacities are currently available and serve the subject property.

F. FINDING OF FACTS

When considering a request to change zoning, the Planning and Zoning Board shall consider the following criteria pursuant to Section 14-66 of the Land Development Code. Below are staff's findings considering each criterion outlined in the aforementioned section of the Code.

1. The proposed zoning will have a favorable or unfavorable impact on the environment and natural resources of the area affected.

The proposed zoning change will not provide an unfavorable impact on the environment or natural resources of the area. The property in question is currently developed with a single-family residential structure. If redeveloped, consistency with the City's Land Development Code will be

required. Further, the proposed zoning change would not permit hazardous uses such as industry, which could have an unfavorable impact on the environment and natural resources of the area.

2. The proposed zoning will have a favorable or unfavorable impact on the economy of the area affected.

The proposed zoning will generally have a neutral impact on the economy of the area as the property is currently developed and no redevelopment or change in entitlement is sought. The zoning is also consistent with the Volusia County Zoning District classification and the proposed zoning change is density and use neutral.

3. The proposed zoning will efficiently use or unduly burden water, sewer, solid waste disposal or other necessary public facilities, including schools.

The subject property is currently developed as a single-family residence. This existing use will not unduly burden public facilities. The subject property is currently being served with or has access to transportation, public schools, water, sewer, and solid waste disposal services. All existing public facilities have adequate capacity and the proposed rezoning will not provide any more impact on said facilities than the current Volusia County Zoning currently permits (see **Table 2** below).

Table 2: Impact Analysis (Theoretical Max.)

Development Variable	Current Future Land Use (0.2-4 units/acre)	Proposed Future Land Use (0.2-4 units/acre)	Change
Residential Units Allowed	2	2	None
Population ¹	3.14	3.14	None
AM / PM Peak Hour Trips ²	1.5/2.02	1.5/2.02	None
Sanitary Sewer (gallons/day) ³	500	500	None
Potable Water (gallons/day) ⁴	345.4	345.4	None
Solid Waste (lbs./person) ⁵	31.4	31.4	None
Stormwater Drainage ⁶	n/a	n/a	n/a
Public School Student(s)	0.516	0.516	None

Notes:

1. Population: 1.57 persons per dwelling unit in DBS
2. Transportation: Rates are for peak hour of adjacent street traffic
Single-family residential unit = 0.75 AM trips, 1.01 PM trips
3. Sanitary Sewer: 250 gallons per dwelling unit per day
4. Potable Water: 110 gallons per capita per day
5. Solid Waste: 10 pounds per capita per day
6. Stormwater Drainage: LOS standard = 25-year, 24-hour event. If property is redeveloped, drainage system will be designed to meet the requirements of the Land Development Code.
7. Public School: Generation rates = 0.258 per single-family unit.

Sources:

2020 US Census

4. The proposed zoning will efficiently use or unduly burden transportation facilities.

The proposed zoning will not unduly burden transportation facilities. There is already adequate vehicular access onto S. Peninsula Dr. and to the existing system of local, collector and arterial road network. The adjacent transportation network currently operates above the adopted level of services.

5. The proposed zoning will favorably or adversely affect the ability of people to find adequate housing reasonably accessible to their places of employment.

The proposed zoning change involves a single-family residential property being rezoned to a Daytona Beach Shores compatible single-family residential zoning district classification. Hence, the rezoning will not impact the ability of people to find adequate housing since the change will neither create new housing nor eliminate existing housing stock.

6. The proposed zoning is basically consistent with the comprehensive land use plan.

The City is in the process of amending its Adopted Comprehensive Plan (2030) Future Land Use Map to assign the City's *Residential Low Intensity* future land use (FLU) classification to the subject property. This FLU classification allows up to four (4) residential units per acre, which is same as the current Volusia County *Urban Low Intensity* FLU for the property in question.

Objective 1-1.4 of the Comprehensive Plan states that land uses which are inconsistent with the character and overall Future Land Use Plan of the City shall be discouraged through the prohibition of objectionable uses such as industries and warehousing. The existing single-family residence proposed future land use and proposed zoning are not objectionable or inconsistent with the future land use map and surrounding neighborhood. Therefore, the proposed zoning classification is consistent with the City's Adopted Comprehensive Plan (2030) and proposed FLU classification.

7. Have conditions relative to the property in question and the surrounding area so changed as to require zoning classification boundaries be amended to reflect new conditions?

The physical, economic or environmental conditions relative to the property in question and the surrounding area have not changed so as to require a zoning change. However, the subject property was annexed into the City through the voluntary annexation process pursuant to Section 171.044, *Florida Statutes*. However, Section 171.062, *Florida Statutes* limits regulatory and development control over an annexing property if the area annexed was subject to a county land use plan and county zoning and said regulations remain in full force and effect until the municipality adopts a comprehensive plan amendment that includes the

annexed area, hence, the purpose of this application to amend the zoning classification of the subject property.

8. Was there a mistake in the original zoning of the property so that such zoning does not properly reflect the actual or developing conditions of the area?

There was no mistake made in the original zoning of the property. The property was annexed into the City from unincorporated Volusia County; therefore the appropriate City zoning classification must be assigned so that the City may provide developmental and regulatory control.

9. Will the proposed change promulgate or encourage a physical benefit or have a stabilizing effect on the surrounding areas?

The proposed zoning change is consistent with the existing Volusia County zoning district classification and is density and use neutral. Therefore, the proposed change will maintain a stabilizing effect on the surrounding areas.

10. Would the proposed changes constitute "spot zoning"?

Spot zoning generally occurs when an individual parcel is assigned a zoning classification that is incompatible with the surrounding area. However, the proposed zoning change is consistent with the existing Daytona Beach Shores zoning to the north and the remaining Volusia County zoning district classification of the area and the amendment is density and use neutral. Further, the proposed zoning classification will provide an existing use that is identical to the City's and County's zoning classification in the neighborhood. Therefore, the proposed change does not constitute spot zoning.

11. Is the proposed change a singling out of a small parcel of land, allowing a use totally different from that of the surrounding area, and would such use violate the integrity of the zoning classification?

The proposed change involves rezoning one individual property which was annexed into the City's corporate limits. The proposed zoning classification is consistent with the existing neighborhoods use, future land use and zoning classifications. Therefore, the proposed change is not the singling out of a small parcel of land allowing a use that is totally different from that of the surrounding area.

12. Is the change solely for the benefit of the owner and to the detriment of the community?

The proposed change involves rezoning one individual property which was annexed into the City's corporate limits. The proposed zoning classification is consistent with the existing neighborhood uses, future land use and zoning classifications. Therefore, the proposed change would not be solely for the benefit of the owner and to the detriment of the community but instead the change would benefit the entire community by maintaining the existing land use of the property and the integrity of the neighborhood.

13. Will the proposed change especially suit the applicant's own special purpose rather than serve the community?

The proposed change is consistent with the neighborhood existing and future land uses and therefore serves the entire community by maintaining the neighborhood's single-family residential characteristics.

14. Would the requested change materially diminish the value of surrounding properties or substantially alter the characteristics of the neighborhood?

The rezoning will not materially diminish the value of the surrounding properties or substantially alter the characteristics of the neighborhood since the proposed rezoning will ensure the single-family nature of the community is maintained.



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission

FROM: Noel Eaton, Planner

PREPARED BY: Cheri Schwab, City Clerk

SUBJECT: Ordinance 2023-10: Rezoning application for recently annexed property located at 3040 South Peninsula Drive

SYNOPSIS:

2nd Reading

Ordinance 2023-10, if adopted, would amend the City's Official Zoning Map by assigning the "RSF-2 Urban Single-Family Residential Detached District" to the recently annexed single-family residential property located at 3040 S. Peninsula Dr. (Exhibit A). The application (Exhibit B) was submitted by Charles and Brandea Steffy, owners of the subject property, and is a requirement of Florida Law when a property is annexed. The property is 0.640 acres and is occupied by a 3,446 square foot residential single family structure. The proposed amendment is compatible with the current Volusia County zoning district (R-3, Urban Single-Family Residential District).

FISCAL IMPACT STATEMENT:

No financial impact to the current fiscal year but the property could be included in the taxable value from the property appraiser for the FY24-25 Budget Year if approved.

BACKGROUND:

A. BACKGROUND

The subject property, located at 3040 S. Peninsula Dr., was recently annexed into the corporate limits of the City of Daytona Beach Shores. However, Section 171.062, Florida Statutes limits regulatory and development control over annexed property if the area annexed was subject to a county land use plan and county zoning such that said regulations remain in full force and effect until the municipality adopts a comprehensive plan amendment and zoning change that includes the annexed area. The purpose of this application is to realize the latter. The property owner has also submitted an application to amend the future land use classification of the property in question to Residential Low Intensity, consistent with the existing and surrounding land uses and current Volusia County Urban Low Intensity future land use classification. The zoning change will be adopted subsequent to the formal future land use amendment of the subject property.

The Planning and Zoning Board recommended approval of Ordinance 2023-10 at their regular

meeting on August 14, 2023. The City Commission unanimously voted to approve the 1st reading of Ordinance 2023-10 at their regular meeting on August 22, 2023.

B. PLANNING ANALYSIS

See Exhibit C for planning analysis.

LEGAL REVIEW:

RECOMMENDATION:

Staff recommends approval of Ordinance 2023-10 as presented.

SUGGESTED MOTION:

A Commission member may motion as follows:

1. "I move to approve Ordinance 2023-10 as presented."
- OR
2. "I move to deny Ordinance 2023-10, on the basis of the following..."

- ATTACHMENT:**
1. ORD 2023-10-Zoning Map Amendment-3040 S. Peninsula Dr.-Steffy-RSF-2
 2. Exhibit A-Location Map-3040 S. Peninsula Drive
 3. Exhibit B- Rezoning Application-3040 S. Peninsula Dr.
 4. Exhibit C-Planning Analysis- Rezoning-3040 S. Peninsula Dr-RSF-2

ORDINANCE NO. 2023-10

AN ORDINANCE OF THE CITY OF DAYTONA BEACH SHORES, VOLUSIA COUNTY, FLORIDA, ASSIGNING THE RSF-2 URBAN SINGLE-FAMILY RESIDENTIAL DETACHED DISTRICT ZONING CLASSIFICATION TO ANNEXED SINGLE-FAMILY RESIDENTIAL PROPERTY GENERALLY LOCATED AT 3040 SOUTH PENINSULA DRIVE, SHORT TAX PARCEL ID 5334-02-02-0130; PROVIDING MODIFICATION OF THE OFFICIAL ZONING MAP; PROVIDING FOR IMPLEMENTING ADMINISTRATIVE ACTIONS; PROVIDING FOR NON-CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Daytona Beach Shores is committed to planning and managing the future growth of the City; and

WHEREAS, the property described in Section One herein was annexed into the City of Daytona Beach Shores on June 27, 2023, and an appropriate City zoning classification must be assigned to the real property in accordance with the requirements of controlling law; and

WHEREAS, the City Commission of the City of Daytona Beach Shores has received recommendation from staff and the Planning and Zoning Board for the assignment of zoning classification to said property and has complied with all requirements and procedures of Florida law in processing and advertising this Ordinance; and

WHEREAS, the City Commission of the City of Daytona Beach Shores finds such rezoning consistent with the *Daytona Beach Shores Land Development Code* and the *Daytona Beach Shores Comprehensive Plan* and deems it in the best interest of the inhabitants of said City to amend the Official Zoning Map as hereinafter set forth,

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF DAYTONA BEACH SHORES, FLORIDA, as follows:

SECTION ONE: REZONING OF REAL PROPERTY. The property described hereinafter is hereby rezoned and assigned the Daytona Beach Shores zoning classification as follows:

Short Tax Parcel ID 5334-02-02-0130, as described in Exhibit “A” as attached, is assigned the RSF-2, Urban Single-Family Residential Detached District Zoning Classification.

SECTION TWO: AMENDMENT OF OFFICIAL ZONING MAP. The Official City Zoning Map is hereby amended to conform with the rezoning assigned herein.

SECTION THREE. IMPLEMENTING ADMINISTRATIVE ACTIONS. The City Manager, or designee, is authorized to take any and all required administrative actions to

implement the provisions of this Ordinance including, but not limited to, providing notice of this rezoning to the Volusia County Council in accordance with applicable law.

SECTION FOUR. NON-CODIFICATION. This Ordinance shall not be codified in the *City Code of the City of Daytona Beach Shores* or the *Land Development Code of the City of Daytona Beach Shores*; provided, however, that the actions taken herein shall be depicted on the Official Zoning Map of the City of Daytona Beach Shores by the City Manager, or designee.

SECTION FIVE: EFFECTIVE DATE. This Ordinance shall take effect immediately upon enactment.

CITY OF DAYTONA BEACH SHORES, FLORIDA

NANCY MILLER, MAYOR

KURT SWARTZLANDER, CITY MANAGER

CHERI SCHWAB, CITY CLERK

Approved as to form and legality:

GRETCHEN R. H. "BECKY" VOSE, CITY ATTORNEY

Passed on first reading this _____ day of _____, 2023.

Adopted on second reading this _____ day of _____, 2023.

EXHIBIT A

LOTS 13 AND 14, BLOCK 2, LYING WESTERLY OF SOUTH PENINSULA DRIVE, ROGERS NORTH ORITA, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN MAP BOOK 1, PAGE 115, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA.

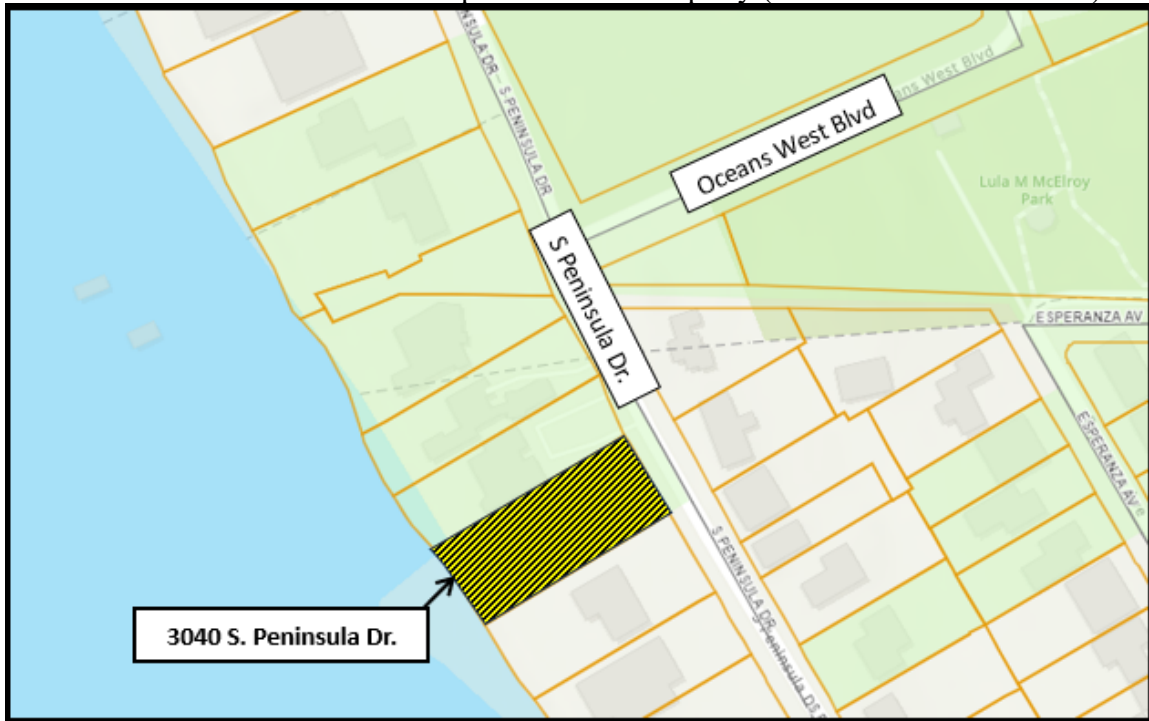
TOGETHER WITH THE WESTERLY 1/2 OF SOUTH PENINSULA DRIVE LYING SOUTHERLY OF THE NORTH LINE OF LOT 14 AND LYING NORTHERLY OF THE SOUTH LINE OF LOT 13, SAID BLOCK 2, ROGERS NORTH ORITA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

;

BEGIN AT THE INTERSECTION OF THE SOUTH LINE OF SAID LOT 13 AND THE CENTERLINE OF SOUTH PENINSULA DRIVE, A 50 FOOT RIGHT OF WAY AS NOW LAID OUT; THENCE WESTERLY ALONG THE SOUTH LINE OF SAID LOT 13 TO THE MEAN HIGH WATER LINE OF THE HALIFAX RIVER; THENCE NORTHERLY ALONG SAID MEAN HIGH WATER LINE TO THE NORTH LINE OF SAID LOT 14; THENCE EASTERLY ALONG THE NORTH LINE OF SAID LOT 14 TO SAID CENTERLINE OF SOUTH PENINSULA DRIVE; THENCE SOUTHERLY ALONG SAID CENTERLINE TO THE POINT OF BEGINNING.

CONTAINING 0.640 ACRES, MORE OR LESS.

EXHIBIT A: Location Map of Annexed Property (3040 S. Peninsula Drive.)



Source: Volusia County Property Appraiser Website, 2023



City of Daytona Beach Shores
Community Services Department
2990 South Atlantic Avenue
Daytona Beach Shores, FL 32118
Telephone (386) 763-5377

RECEIVED

MAY 04 2023

BUILDING AND CODES DIVISION
CITY OF DAYTONA BEACH SHORES

413218

1 2023 016

APPLICATION TO AMEND ZONING MAP

The Undersigned Applicant requests the Planning and Zoning Board and City Council to decide upon this application in accordance with Section 14-66 and 14-67 of the Land Development Code.

FEES MUST BE PAID AT THE TIME THE APPLICATION IS SUBMITTED

Date Submitted: 5/4/23

Current Zoning: R3

Requested Zoning: _____

Applicant's Name: Charles & Brandea Steffy

Address: 3040 S Peninsula Dr. Phone #: 407-716-4329
Daytona Beach, FL 32118

Representative: Self

Address: 3040 S Peninsula Dr. Daytona Phone #: 407-716-4329
Beach, FL 32118

Property Address & Parcel ID: 3040 S. Peninsula Drive, Daytona Beach, FL 32118 533402020130

Property Owner: Charles & Brandea Steffy

NOTE: If applicant is not property owner, attach a notarized statement of authorization

Legal Description of Property:

LOTS 13 & 14 W OF PEN DR BLK 2 ROGERS NORTH ORITA MB 1 PG 11
5 & RIP RIGHTS PER OR 3310 PG 1971 PER OR 3731 PG 4717
PER O R 6167 PGS 3629-3630 PER OR 6173 PGS
2963-2966 INC PER OR 83

[Signature]
Applicant's Signature

5/4/23
Date

THE PLANNING & ZONING BOARD WILL APPLY THE CRITERIA IN SECTION 14-66(4) OF THE LAND DEVELOPMENT CODE WHEN CONSIDERING ZONING MAP AMENDMENTS. PLEASE EXPLAIN HOW YOUR REQUEST MEETS THE FOLLOWING CRITERIA: (YOU MAY ATTACH ADDITIONAL SHEETS)

1. The proposed zoning will have a favorable or unfavorable impact on the environment and natural resources of the area affected.

Due to annexation

RECEIVED

MAY 04 2023

BUILDING AND CODES DIVISION
CITY OF DAYTONA BEACH SHORES

413218

2. The proposed zoning will have a favorable or unfavorable impact on the economy of the area affected.

Due to Annexation

3. The proposed zoning will efficiently use or unduly burden water, sewer, solid waste disposal or other necessary public facilities, including schools.

Due to Annexation

4. The proposed zoning will efficiently use or unduly burden transportation facilities.

Due to Annexation

5. The proposed zoning will favorably or adversely affect the ability of people to find adequate housing reasonably accessible to their places of employment.

Due to annexation

6. The proposed zoning is basically consistent with the comprehensive land use plan.

Due to annexation

RECEIVED

MAY 04 2023

BUILDING AND CODES DIVISION
CITY OF DAYTONA BEACH SHORES

413218

7. Have conditions relative to the property in question and the surrounding area so changed as to require zoning classification boundaries be amended to reflect new conditions?

Due to annexation

8. Was there a mistake in the original zoning of the property so that such zoning does not properly reflect the actual or developing conditions of the area?

Due to annexation

9. Will the proposed change promulgate or encourage a physical benefit or have a stabilizing effect on the surrounding areas?

Due to annexation

10. Would the proposed changes constitute "spot zoning"?

Due to annexation

11. Is the proposed change a singling out of a small parcel of land, allowing a use totally different from that of the surrounding area, and would such use violate the integrity of the zoning classification?

Due to annexation

RECEIVED

MAY 04 2023

BUILDING AND CODES DIVISION
CITY OF DAYTONA BEACH SHORES

413218

12. Is the change solely for the benefit of the owner and to the detriment of the community?

Due to annexation

13. Will the proposed change especially suit the applicant's own special purpose rather than serve the community?

Due to annexation

14. Would the requested change materially diminish the value of surrounding properties or substantially alter the characteristics of the neighborhood?

Due to annexation

EXHIBIT C
PLANNING ANALYSIS
Ordinance 2023-10

A. INTRODUCTION

The proposed application/ordinance if approved would change the zoning district classification of the annexed single-family residential property located at 3040 S. Peninsula Dr. from Volusia County *R-3 Urban Single-Family Residential District* to Daytona Beach Shores *RSF-2 Urban Single-Family Residential Detached District*. The subject property contains an acreage of approximately 0.640 and has a single-family residential structure on site.

B. EXISTING ZONING AND CURRENT LAND USE

Table 1 below provides a narrative description of the zoning district classifications and current land uses (i.e., existing development) for the subject property and surrounding area while **Figure 1** provides an aerial view of the subject property and surrounding land uses and **Figure 2** is a zoning map of the same while **Figure 3** provides a street view of the property in question.

Table 1: Zoning and Land Use Area Description

Location	Zoning	Current Land Use
Subject Property	R-3	Single Family Residence
North	R-3 (RSF-2)*	Single Family Residence
South	R-3	Single Family Residence
East	R-3	Single Family Residence
West	NA	Halifax River

Notes: R-3= *Volusia County Urban Single-Family Residential District*, RSF-2 = *DBS Urban Single-Family Residential District*; R-3 (RSF-2)*= property has been annexed into DBS and applied for rezoning to DBS RSF-2.

Figure 1: Aerial View-3040 S. Peninsula Dr. and Surrounding Neighborhood



Source: Volusia County Property Appraiser, 2023

Figure 2: 3040 S. Peninsula Dr. – Zoning Map

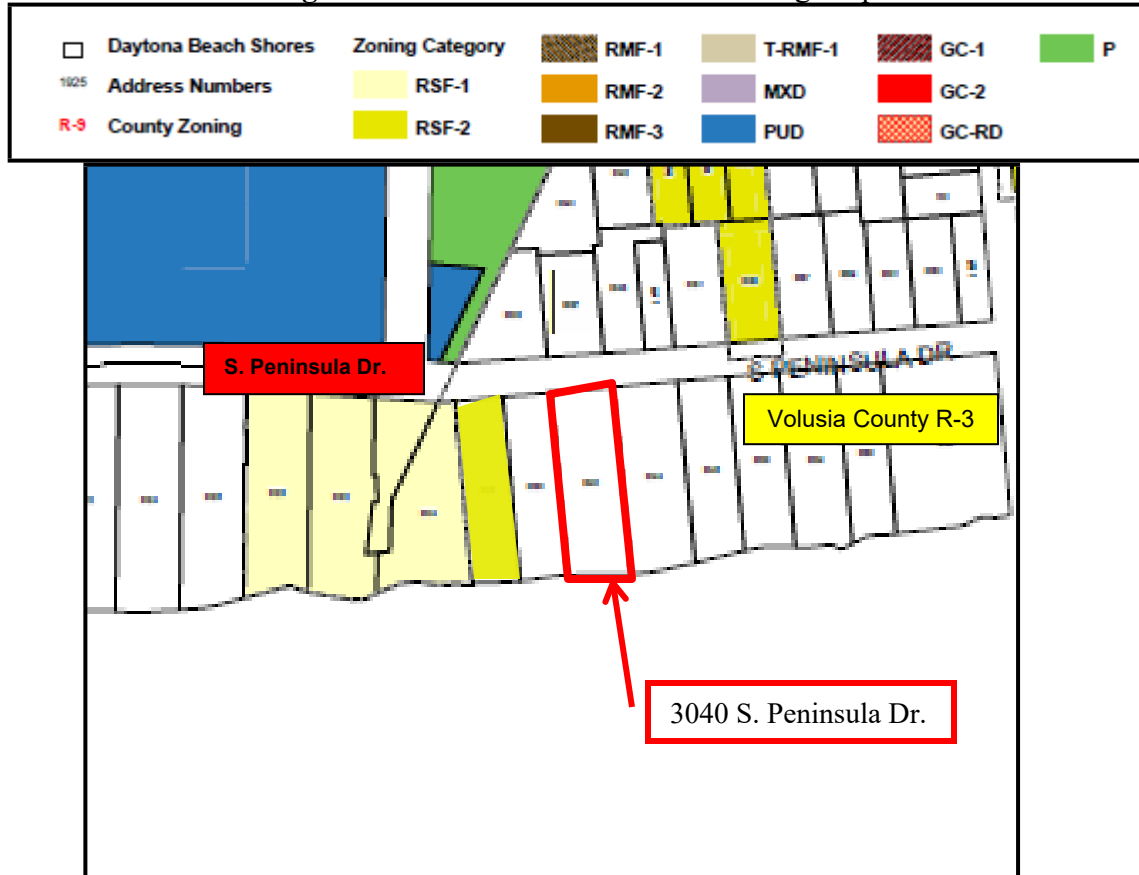


Figure 3: Street View of 3040 S. Peninsula Dr.



As noted in **Table 1** above, the subject property is currently zoned Volusia County R-3 Urban Single-Family Residential District. According to the Volusia County Land Development Code, the purpose, intent and permitted uses of the existing zoning district is as follows: “R-3 Urban Single-Family Residential District”:

Purpose and intent: The purpose and intent of the R-3 Urban Single-Family Residential Classification, is to provide medium-low-density residential developments, preserving the character of existing or proposed residential neighborhoods.

Permitted principal uses and structure: In the R-3 Urban Single-Family Residential Classification, no premises shall be used except for the following uses and their customary accessory uses or structures:

Cluster and zero lot line subdivisions.

Communication towers not exceeding 70 feet in height above ground level.

Essential utility services.

Exempt excavations (refer to subsection 72-293(15)) and/or those which comply with division 8 of the Land Development Code of Volusia County [article III] and/or final site plan review procedures of this article.

Exempt landfills.

Fire stations.

Home-based business (refer to section 72-283).

Houses of worship.

Parks and recreational areas accessory to residential developments.

Public schools.

Publicly owned parks and recreational areas.

Publicly owned or regulated water supply wells.

Single-family standard or modular dwellings.

C. PROPOSED ZONING

The proposed zoning for the subject property is RSF-2 Urban Single-Family Residential Detached District. According to the Daytona Beach Shores Land Development Code, the purpose, intent and permitted uses of the proposed zoning district is as follows:

“RSF-2 Urban Single-Family Residential Detached District”:

Section 14-17-.1. Purpose and Intent: The purpose and intent of the RSF-2 Urban Single-Family Residential Detached District is to provide low residential density for the purpose of preserving the character of existing residential neighborhoods and generally implementing the city's land use plan within, but not necessarily limited to, those areas shown for single-family use.

Section 14-17.2. Permitted Principal Uses and Structures:

Single-family dwelling.

Telecommunication towers and antennas, subject to compliance with section 14-60.1 et seq.

Section 14-17.3. Permitted Accessory Uses and Structures.

Home occupations regulated by section 14-45 and other accessory uses or structures customarily incidental to the permitted principal use or structure.

D. COMPREHENSIVE PLAN

The City is in the process of amending its Adopted Comprehensive Plan (2030) Future Land Use Map to assign the City's *Residential Low Intensity* future land use (FLU) classification to the subject property. This FLU classification allows up to four (4) residential units per acre, which is same as the current Volusia County *Urban Low Intensity* FLU for the property in question. Therefore, the existing acreage and proposed zoning will restrict the use to two (2) single-family residential units if proposed in the future.

Objective 1-1.4 of the Comprehensive Plan states that land uses which are inconsistent with the character and overall Future Land Use Plan of the City shall be discouraged through the

prohibition of objectionable uses such as industries and warehousing. The proposed future land use and proposed zoning are not objectionable or inconsistent with the future land use map and surrounding neighborhood. Therefore, the proposed zoning classification is consistent with the City's Adopted Comprehensive Plan (2030) and proposed FLU classification.

E. REVIEW AND COMMENTS

The subject application was initiated by the property owners, Charles and Brandea Steffy. The subject property is located at 3040 S. Peninsula Dr. and has an acreage of 0.640+/- . The site has vehicular and pedestrian access to S. Peninsula Dr. which directly connects to Dunlawton Blvd. to the south and Silver Beach Ave. to the north.

The proposed zoning change will be consistent with the previous Volusia County zoning and adjacent zoning district classifications. The property is currently occupied with a single-family residential structure. Therefore, the proposed change is density neutral consistent with the zoning.

Since the application in question regards a single-family residential property, it is exempt from the City's Concurrency Review Process as it does not substantially impact any of the City's public facilities or infrastructure. Further, adequate potable water, sewer, solid waste, recreation, public school and transportation facility capacities are currently available and serve the subject property.

F. FINDING OF FACTS

When considering a request to change zoning, the Planning and Zoning Board shall consider the following criteria pursuant to Section 14-66 of the Land Development Code. Below are staff's findings considering each criterion outlined in the aforementioned section of the Code.

1. The proposed zoning will have a favorable or unfavorable impact on the environment and natural resources of the area affected.

The proposed zoning change will not provide an unfavorable impact on the environment or natural resources of the area. The property in question is currently developed with a single-family residential structure. If redeveloped, consistency with the City's Land Development Code will be required. Further, the proposed zoning change would not permit hazardous uses such as industry, which could have an unfavorable impact on the environment and natural resources of the area.

2. The proposed zoning will have a favorable or unfavorable impact on the economy of the area affected.

The proposed zoning will generally have a neutral impact on the economy of the area as the property is currently developed and no redevelopment or change in entitlement is sought. The zoning is also consistent with the Volusia County Zoning District classification and the proposed zoning change is density and use neutral.

3. The proposed zoning will efficiently use or unduly burden water, sewer, solid waste disposal or other necessary public facilities, including schools.

The subject property is currently developed as a single-family residence. This existing use will not unduly burden public facilities. The subject property is currently being served with or has access to transportation, public schools, water, sewer, and solid waste disposal services. All existing public facilities have adequate capacity and the proposed rezoning will not provide any more impact on said facilities than the current Volusia County Zoning currently permits (see **Table 2** below).

Table 2: Impact Analysis (Theoretical Max.)

Development Variable	Current Future Land Use (0.2-4 units/acre)	Proposed Future Land Use (0.2-4 units/acre)	Change
Residential Units Allowed	2	2	None
Population ¹	3.14	3.14	None
AM / PM Peak Hour Trips ²	1.5/2.02	1.5/2.02	None
Sanitary Sewer (gallons/day) ³	500	500	None
Potable Water (gallons/day) ⁴	345.4	345.4	None
Solid Waste (lbs./person) ⁵	31.4	31.4	None
Stormwater Drainage ⁶	n/a	n/a	n/a
Public School Student(s)	0.516	0.516	None

Notes:

1. Population: 1.57 persons per dwelling unit in DBS
2. Transportation: Rates are for peak hour of adjacent street traffic
Single-family residential unit = 0.75 AM trips, 1.01 PM trips
3. Sanitary Sewer: 250 gallons per dwelling unit per day
4. Potable Water: 110 gallons per capita per day
5. Solid Waste: 10 pounds per capita per day
6. Stormwater Drainage: LOS standard = 25-year, 24-hour event. If property is redeveloped, drainage system will be designed to meet the requirements of the Land Development Code.
7. Public School: Generation rates = 0.258 per single-family unit.

Sources:

2020 US Census
ITE Trip Generation Manual, 8th Edition
Policy 9-1.3 Daytona Beach Shores Comprehensive Plan Update (2030)
Volusia County Schools

4. The proposed zoning will efficiently use or unduly burden transportation facilities.

The proposed zoning will not unduly burden transportation facilities. There is already adequate vehicular access onto S. Peninsula Dr. and to the existing system of local, collector and arterial road network. The adjacent transportation network currently operates above the adopted level of services.

5. The proposed zoning will favorably or adversely affect the ability of people to find adequate housing reasonably accessible to their places of employment.

The proposed zoning change involves a single-family residential property being rezoned to a Daytona Beach Shores compatible single-family residential zoning district classification. Hence, the rezoning will not impact the ability of people to find adequate housing since the change will neither create new housing nor eliminate existing housing stock.

6. The proposed zoning is basically consistent with the comprehensive land use plan.

The City is in the process of amending its Adopted Comprehensive Plan (2030) Future Land Use Map to assign the City's *Residential Low Intensity* future land use (FLU) classification to the subject property. This FLU classification allows up to four (4) residential units per acre, which is same as the current Volusia County *Urban Low Intensity* FLU for the property in question.

Objective 1-1.4 of the Comprehensive Plan states that land uses which are inconsistent with the character and overall Future Land Use Plan of the City shall be discouraged through the prohibition of objectionable uses such as industries and warehousing. The existing single-family residence proposed future land use and proposed zoning are not objectionable or inconsistent with the future land use map and surrounding neighborhood. Therefore, the proposed zoning classification is consistent with the City's Adopted Comprehensive Plan (2030) and proposed FLU classification.

7. Have conditions relative to the property in question and the surrounding area so changed as to require zoning classification boundaries be amended to reflect new conditions?

The physical, economic or environmental conditions relative to the property in question and the surrounding area have not changed so as to require a zoning change. However, the subject property was annexed into the City through the voluntary annexation process pursuant to Section 171.044, *Florida Statutes*. However, Section 171.062, *Florida Statutes* limits regulatory and development control over an annexing property if the area annexed was subject to a county land use plan and county zoning and said regulations remain in full force and effect until the municipality adopts a comprehensive plan amendment that includes the annexed area, hence, the purpose of this application to amend the zoning classification of the subject property.

8. Was there a mistake in the original zoning of the property so that such zoning does not properly reflect the actual or developing conditions of the area?

There was no mistake made in the original zoning of the property. The property was annexed into the City from unincorporated Volusia County; therefore the appropriate City zoning classification must be assigned so that the City may provide developmental and regulatory control.

9. Will the proposed change promulgate or encourage a physical benefit or have a stabilizing effect on the surrounding areas?

The proposed zoning change is consistent with the existing Volusia County zoning district classification and is density and use neutral. Therefore, the proposed change will maintain a stabilizing effect on the surrounding areas.

10. Would the proposed changes constitute "spot zoning"?

Spot zoning generally occurs when an individual parcel is assigned a zoning classification that is incompatible with the surrounding area. However, the proposed zoning change is consistent with the existing Daytona Beach Shores zoning to the north and the remaining Volusia County zoning district classification of the area and the amendment is density and use neutral. Further, the proposed zoning classification will provide an existing use that is identical to the City's and County's zoning classification in the neighborhood. Therefore, the proposed change does not constitute spot zoning.

11. Is the proposed change a singling out of a small parcel of land, allowing a use totally different from that of the surrounding area, and would such use violate the integrity of the zoning classification?

The proposed change involves rezoning one individual property which was annexed into the City's corporate limits. The proposed zoning classification is consistent with the existing neighborhoods use, future land use and zoning classifications. Therefore, the proposed change is not the singling out of a small parcel of land allowing a use that is totally different from that of the surrounding area.

12. Is the change solely for the benefit of the owner and to the detriment of the community?

The proposed change involves rezoning one individual property which was annexed into the City's corporate limits. The proposed zoning classification is consistent with the existing neighborhood uses, future land use and zoning classifications. Therefore, the proposed change would not be solely for the benefit of the owner and to the detriment of the community but instead the change would benefit the entire community by maintaining the existing land use of the property and the integrity of the neighborhood.

13. Will the proposed change especially suit the applicant's own special purpose rather than serve the community?

The proposed change is consistent with the neighborhood existing and future land uses and therefore serves the entire community by maintaining the neighborhood's single-family residential characteristics.

14. Would the requested change materially diminish the value of surrounding properties or substantially alter the characteristics of the neighborhood?

The rezoning will not materially diminish the value of the surrounding properties or substantially alter the characteristics of the neighborhood since the proposed rezoning will ensure the single-family nature of the community is maintained.



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission
FROM: Lory Irwin, Finance Director
PREPARED BY: Lory Irwin, Finance Director
SUBJECT: Emergency Ordinance 2023-11 Declaration of Emergency

SYNOPSIS:

The city would like a codified emergency ordinance per section 2-18 of city code setting the ability of the City Manager to be able to declare a local state of emergency for weather related events , to protect the health, safety and welfare of the citizens of the City of Daytona Beach Shores and those other persons residing in, traveling in or conducting business in the City.

FISCAL IMPACT STATEMENT:

No fiscal impact at this time.

BACKGROUND:

The city would like a codified emergency ordinance per section 2-18 of city code setting the ability of the City Manager to be able to declare a local state of emergency for weather related events , to protect the health, safety and welfare of the citizens of the City of Daytona Beach Shores and those other persons residing in, traveling in or conducting business in the City. This item creates Section 2-24 of the city code titled State of Local Emergency.

LEGAL REVIEW:

RECOMMENDATION:

Staff recommends to approve as presented.

SUGGESTED MOTION:

To approve Emergency Ordinance 2023-11.

ATTACHMENT: 1. Emergency Ordinance 2023-11 Declaration of Emergency

EMERGENCY ORDINANCE NO. 2023-11

AN EMERGENCY ORDINANCE OF THE CITY OF DAYTONA BEACH SHORES, FLORIDA, CREATING A NEW SECTION 2-24, “DECLARATION OF EMERGENCY”, OF CHAPTER 2, “ADMINISTRATION”, OF THE CODE OF THE CITY OF DAYTONA BEACH SHORES; MAKING FINDINGS OF EMERGENCY; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; GRANTING CITY MANAGER CERTAIN POWERS DURING A TIME OF WEATHER EMERGENCY; PROVIDING PROCESSES AND PROCEDURES; PROVIDING FOR SEVERABILITY, CODIFICATION, CONFLICTS; AND EFFECTIVE DATE AND EXPIRATION DATES.

WHEREAS, the City Commission of the City of Daytona Beach Shores desires to codify the process for the declaration of a state of local emergency related to weather events; and

WHEREAS, the City Manager is the chief administrative officer of the city, responsible to the City Commission for the administration of all city affairs placed in the City Manager’s charge by or under the Charter; and

WHEREAS, the City Code, Section 2-18 (e) provides:

“To meet a public emergency affecting the life, health, property or the public peace and safety, the city commission may adopt one or more emergency ordinances, but such ordinances may not levy taxes, grant, renew or extend a franchise; set service or user charges for any municipal services; authorize the borrowing of money except as an emergency appropriation; or enact or amend a land use plan or rezone private real property. An emergency ordinance shall be introduced in the form and manner prescribed for ordinances generally, except that it shall be plainly designated as an emergency ordinance and shall contain, after the enacting clause, a declaration stating that an emergency exists and describing it in clear and specific terms. An emergency ordinance may be adopted with or without amendments or rejected at the meeting at which it is introduced, but the affirmative vote of at least four (4) members of the city commission shall be required for adoption. After its adoption, the ordinance shall be printed and published as prescribed for other adopted ordinances. It shall become effective upon enactment by the commission or at such time as specified in the ordinance, and shall expire as provided therein, but not to exceed sixty (60) days after the passage. This shall not prevent reenactment of the ordinance under regular or emergency procedures, as the situation may warrant.”

WHEREAS, the City of Daytona Beach Shores desires to amend the City of Daytona Beach Shores Code of Ordinances to establish policies for the declaration of a state of local emergency related to weather events, and grant the city manager power and authority during a declared emergency in the operation of municipal government, and

WHEREAS, due to a particularly active hurricane season, and the potential approach of a tropical storm, the city finds that this Emergency Ordinance is necessary to protect the health safety and welfare of the City of Daytona Beach Shores and its residents and businesses; and

WHEREAS, the City desires to enhance and further its goals as outlined herein and has

determined that the provisions of this Ordinance advance a legitimate public purpose and promote and protect the health, safety and welfare of the public.

WHEREAS, the City of Daytona Beach Shores has complied with all requirements and procedures of Florida law in processing and advertising this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF DAYTONA BEACH SHORES, FLORIDA, that:

SECTION ONE: LEGISLATIVE FINDINGS AND INTENT.

The City Commission of the City of Daytona Beach Shores hereby adopts and incorporates into this Ordinance the recitals (whereas clauses), City staff report and City Commission agenda memorandum relating to this Ordinance as the legislative and administrative findings and intent of the City Commission.

SECTION TWO: TEXT OF AMENDMENT.

A new Section 2-24, “Declaration of Emergency”, of Chapter 2, “Administration” of the Code of the City of Daytona Beach Shores is hereby adopted to read as follows:

Sec. 2-24. – STATE OF LOCAL EMERGENCY

The city commission hereby declares that the city manager shall have the authority to declare a state of local emergency when weather conditions constitute a hurricane emergency. A hurricane emergency is defined as weather conditions that result in the declaration of a tropical storm or hurricane watch or warning by the National Weather Service for an area that includes the City of Daytona Beach Shores. Upon the declaration of a state of local emergency pursuant to this section, the state of local emergency shall remain in force for the period of time specified in the declaration or until rescinded, or as otherwise provided by state law, not to exceed seven (7) days unless extended, to protect the health, safety and welfare of the citizens, business owners, and visitors in the City of Daytona Beach Shores.

(b) The city manager is hereby vested and delegated with the power and authority to take all actions consistent with the provisions of the city charter and under state law necessary to address the emergency situations that may arise as a result of local emergencies upon the issuance of a declaration of local emergency by the city manager.

(c) Without limiting the generality of the powers granted the city manager hereinabove, the city manager is hereby vested and delegated with the power to accomplish the following actions upon the issuance of a declaration of local emergency:

- (1) To waive and dispense with any and all purchasing or procurement policies and practices of the city in order to address and respond to emergency conditions and associated impacts and in order that the city will be in a position to respond to the day-to-day exigencies that may arise and procure necessary goods and services to protect the public health, safety and welfare.

- (2) An amendment to the current fiscal year budget and an appropriation of funds in an amount not to exceed \$100,000.00. Said funds shall be budgeted for the purchase of parts, supplies, materials and services, contracted or departmental, necessary to make emergency repairs to protect property or preserve the peace and to otherwise maintain the operations and services of the municipal government.
- (3) The city manager shall be authorized to cancel regular or special council meetings with the concurrence of the mayor.
- (4) To authorize the city building official to issue development permits to allow the reconstruction and repair of non-conforming structures that have been damaged.
- (5) To authorize the issuance of development permits and construction permits without assessing customary fees and charges for activities that pertain to the restoration and rehabilitation of any and all structures damaged.
- (6) To permit tree removal, notwithstanding the requirements of any code or ordinance, in order to protect the public safety and prevent property damage from occurring.
- (7) Suspend or limit the sale, dispensing or transportation of alcoholic beverages, explosives and combustibles.
- (8) Establish curfews including, but not limited to, the prohibition of or restrictions on pedestrian and vehicular movement, standing and parking, except for the provision of designated essential services, such as fire, police, emergency medical services and hospital services to include, but not be limited to, the transportation of patients, utility emergency repairs and emergency calls by physicians. If the Volusia County Sheriff or the Public Safety Director, as the case may be, advises the City Manager that a curfew may be in the public interest and protect the public health, safety, and welfare, the City Manager may issue a proclamation that a curfew be in effect. A copy of the proclamation shall be delivered by the Volusia County Sheriff or the Public Safety Director, as the case may be, to each member of the City Commission as soon as practicable after its issuance by the city manager and copies of the proclamation shall be posted at such places and locations as the City Manager shall deem practicable under the circumstances. The City Manager, as soon as practicable, shall request the Mayor, or Vice Mayor, in the absence of the Mayor, to issue a proclamation affirming the determination of the city manager.
- (9) Utilize all available resources of the city government as reasonably necessary to cope with the emergency.
- (10) Declare certain areas within the city off limits.

- (11) Make provisions for the availability and use of temporary emergency housing and the emergency warehousing of materials.
 - (12) Establish emergency operating centers and shelters in addition to or in place of those provided in Volusia County's or the City's emergency management plans.
 - (13) To call on the National Guard of the Army, public safety officials and law enforcement officials as necessary to assist in the mitigation of the local emergency or to help maintain law and order, rescue and traffic control.
- (d) The City Manager shall, as soon as practicable after the action taken, report to the City Commission the actions taken under the provisions of this section. The City Commission shall review and oversee actions taken to ensure that the measures taken in response to emergency situations are consistent with the provisions of this section and City policy.

SECTION THREE: SEVERABILITY. If for any reason any provision, paragraph, word, section, or article of this Ordinance is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, and sections shall not be affected and shall continue in full force and effect.

SECTION FOUR: CODIFICATION. This Ordinance shall be incorporated into the City of Daytona Beach Shores Code. Any section, paragraph number, letter and/or any heading may be changed or modified as necessary to effectuate the foregoing. Grammatical, typographical and similar or like errors may be corrected, and additions, alternations, and omissions not affecting the construction of meaning of this Ordinance or the City Code may be freely made.

SECTION FIVE: CONFLICTS. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

SECTION SIX: EFFECTIVE AND EXPIRATION DATES. This Ordinance shall become effective upon passage and adoption by the City Commission, and shall expire sixty (60) days after its adoption.

CITY OF DAYTONA BEACH, FLORIDA

NANCY MILLER, MAYOR

KURT SWARTZLANDER, CITY MANAGER

CHERI SCHWAB, CITY CLERK

Approved as to form and legality:

VOSE LAW FIRM

Passed on first reading this _____ day of _____, 2023.

Adopted on second reading this _____ day of _____, 2023.



CITY COMMISSION AGENDA MEMORANDUM SEPTEMBER 12, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission
FROM: Lory Irwin, Finance Director
PREPARED BY: Kurt Swartzlander, City Manager
SUBJECT: Ordinance 2023-12 Declaration of Emergency

SYNOPSIS:

The city would like a codified emergency policy setting the ability of the City Manager to be able to declare a local state of emergency due to weather related conditions , to protect the health, safety and welfare of the citizens of the City of Daytona Beach Shores and those other persons residing in, traveling in or conducting business in the City.

FISCAL IMPACT STATEMENT:

No fiscal impact at this time.

BACKGROUND:

The city would like a codified emergency policy setting the ability of the City Manager to be able to declare a local state of emergency , to protect the health, safety and welfare of the citizens of the City of Daytona Beach Shores and those other persons residing in, traveling in or conducting business in the City.

LEGAL REVIEW:

RECOMMENDATION:

Staff recommends to approve as presented.

SUGGESTED MOTION:

To approve Ordinance 2023-12.

ATTACHMENT: 1. Ordinance 2023-12 Declaration of Emergency

ORDINANCE NO. 2023-12

AN ORDINANCE OF THE CITY OF DAYTONA BEACH SHORES, FLORIDA, CREATING A NEW SECTION 2-24, “DECLARATION OF EMERGENCY”, OF CHAPTER 2, “ADMINISTRATION”, OF THE CODE OF THE CITY OF DAYTONA BEACH SHORES; ; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; GRANTING CITY MANAGER CERTAIN POWERS DURING A TIME OF WEATHER EMERGENCY; PROVIDING PROCESSES AND PROCEDURES; PROVIDING FOR SEVERABILITY, CODIFICATION, CONFLICTS; AND AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Daytona Beach Shores desires to codify the process for the declaration of a state of local emergency related to weather events; and

WHEREAS, the City Manager is the chief administrative officer of the city, responsible to the City Commission for the administration of all city affairs placed in the City Manager’s charge by or under the Charter; and

WHEREAS, the City of Daytona Beach Shores desires to amend the City of Daytona Beach Shores Code of Ordinances to establish policies for the declaration of a state of local emergency related to weather events, and city manager power and authority during a declared emergency in the operation of municipal government.

WHEREAS, the City desires to enhance and further its goals as outlined herein and has determined that the provisions of this Ordinance advance a legitimate public purpose and promote and protect the health, safety and welfare of the public.

WHEREAS, the City of Daytona Beach Shores has complied with all requirements and procedures of Florida law in processing and advertising this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF DAYTONA BEACH SHORES, FLORIDA, that:

SECTION ONE: LEGISLATIVE FINDINGS AND INTENT.

The City Commission of the City of Daytona Beach Shores hereby adopts and incorporates into this Ordinance the recitals (whereas clauses), City staff report and City Commission agenda memorandum relating to this Ordinance as the legislative and administrative findings and intent of the City Commission.

SECTION TWO: TEXT OF AMENDMENT.

A new Section 2-24, “Declaration of Emergency”, of Chapter 2, “Administration” of the Code of the City of Daytona Beach Shores is hereby adopted to read as follows:

Sec. 2-24. – STATE OF LOCAL EMERGENCY

The city commission hereby declares that the city manager shall have the authority to declare a state of local emergency when weather conditions constitute a hurricane

emergency. A hurricane emergency is defined as weather conditions that result in the declaration of a tropical storm or hurricane watch or warning by the National Weather Service for an area that includes the City of Daytona Beach Shores. Upon the declaration of a state of local emergency pursuant to this section, the state of local emergency shall remain in force for the period of time specified in the declaration or until rescinded, or as otherwise provided by state law, not to exceed seven (7) days unless extended, to protect the health, safety and welfare of the citizens, business owners, and visitors in the City of Daytona Beach Shores.

(b) The city manager is hereby vested and delegated with the power and authority to take all actions consistent with the provisions of the city charter and under state law necessary to address the emergency situations that may arise as a result of local emergencies upon the issuance of a declaration of local emergency by the city manager.

(c) Without limiting the generality of the powers granted the city manager hereinabove, the city manager is hereby vested and delegated with the power to accomplish the following actions upon the issuance of a declaration of local emergency:

- (1) To waive and dispense with any and all purchasing or procurement policies and practices of the city in order to address and respond to emergency conditions and associated impacts and in order that the city will be in a position to respond to the day-to-day exigencies that may arise and procure necessary goods and services to protect the public health, safety and welfare.
- (2) An amendment to the current fiscal year budget and an appropriation of funds in an amount not to exceed \$100,000.00. Said funds shall be budgeted for the purchase of parts, supplies, materials and services, contracted or departmental, necessary to make emergency repairs to protect property or preserve the peace and to otherwise maintain the operations and services of the municipal government.
- (3) The city manager shall be authorized to cancel regular or special council meetings with the concurrence of the mayor.
- (4) To authorize the city building official to issue development permits to allow the reconstruction and repair of non-conforming structures that have been damaged.
- (5) To authorize the issuance of development permits and construction permits without assessing customary fees and charges for activities that pertain to the restoration and rehabilitation of any and all structures damaged.
- (6) To permit tree removal, notwithstanding the requirements of any code or ordinance, in order to protect the public safety and prevent property damage from occurring.

- (7) Suspend or limit the sale, dispensing or transportation of alcoholic beverages, explosives and combustibles.
 - (8) Establish curfews including, but not limited to, the prohibition of or restrictions on pedestrian and vehicular movement, standing and parking, except for the provision of designated essential services, such as fire, police, emergency medical services and hospital services to include, but not be limited to, the transportation of patients, utility emergency repairs and emergency calls by physicians. If the Volusia County Sheriff or the Public Safety Director, as the case may be, advises the City Manager that a curfew may be in the public interest and protect the public health, safety, and welfare, the City Manager may issue a proclamation that a curfew be in effect. A copy of the proclamation shall be delivered by the Volusia County Sheriff or the Public Safety Director, as the case may be, to each member of the City Commission as soon as practicable after its issuance by the city manager and copies of the proclamation shall be posted at such places and locations as the City Manager shall deem practicable under the circumstances. The City Manager, as soon as practicable, shall request the Mayor, or Vice Mayor, in the absence of the Mayor, to issue a proclamation affirming the determination of the city manager.
 - (9) Utilize all available resources of the city government as reasonably necessary to cope with the emergency.
 - (10) Declare certain areas within the city off limits.
 - (11) Make provisions for the availability and use of temporary emergency housing and the emergency warehousing of materials.
 - (12) Establish emergency operating centers and shelters in addition to or in place of those provided in Volusia County's or the City's emergency management plans.
 - (13) To call on the National Guard of the Army, public safety officials and law enforcement officials as necessary to assist in the mitigation of the local emergency or to help maintain law and order, rescue and traffic control.
- (d) The City Manager shall, as soon as practicable after the action taken, report to the City Commission the actions taken under the provisions of this section. The City Commission shall review and oversee actions taken to ensure that the measures taken in response to emergency situations are consistent with the provisions of this section and City policy.

SECTION THREE: SEVERABILITY. If for any reason any provision, paragraph, word, section, or article of this Ordinance is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, and sections shall not be affected and shall continue in full force and effect.

SECTION FOUR: CODIFICATION. This Ordinance shall be incorporated into the City of Daytona Beach Shores Code. Any section, paragraph number, letter and/or any heading may be changed or modified as necessary to effectuate the foregoing. Grammatical, typographical and similar or like errors may be corrected, and additions, alternations, and omissions not affecting the construction of meaning of this Ordinance or the City Code may be freely made.

SECTION FIVE: CONFLICTS. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

SECTION SIX: Effective Date. This Ordinance shall become effective upon passage and adoption by the City Commission.

CITY OF DAYTONA BEACH, FLORIDA

NANCY MILLER, MAYOR

KURT SWARTZLANDER, CITY MANAGER

CHERI SCHWAB, CITY CLERK

Approved as to form and legality:

VOSE LAW FIRM

Passed on first reading this ____ day of _____, 2023.

Adopted on second reading this ____ day of _____, 2023.



**CITY COMMISSION AGENDA MEMORANDUM
SEPTEMBER 12, 2023 AGENDA**

TO: Honorable Mayor and Members of the City Commission
FROM: Kurt Swartzlander, City Manager
PREPARED BY: Cheri Schwab, City Clerk
SUBJECT: Consideration of Lobbying Services RFQ responses

SYNOPSIS:

The City put out an RFQ for Lobbying Services and received seven responses.

FISCAL IMPACT STATEMENT:

This is a budgeted item and will vary based on the firm selected for use by the City Commission.

BACKGROUND:

The City commission asked the City Attorney and Staff to complete an RFQ for Lobbyist services and this is the responses received by the city and the City Commission will select a firm to lobby the state on different topics and funding opportunities.

LEGAL REVIEW:

RECOMMENDATION:

Select firm from the list of respondents

SUGGESTED MOTION:

Motion to select the firm _____ and authorize the Mayor to execute a city attorney approved contract for lobbyist services.

ATTACHMENT: 1. bid opening lobbying 9-1-23

BID OPENING

Lobbying Services RFQ

September 1, 2023

Present: Cheri Schwab
Susan Martin

<u>Name:</u>	<u>Amount:</u>
Metz, Husband & Daughton	\$40,000
Pittman Law Group	\$45,000
Gray Robinson	\$54,000
Delegal Aubuchon	\$60,000
Pinpoint Results	\$48,000
Greenberg Traurig	\$45,000
Capital City Consulting	\$48,000