

THE TOWN OF
Windermere



MAYOR AND COUNCIL OF THE TOWN OF WINDERMERE

Mayor Jim O'Brien

Council Members

Andy Williams

Chris Sapp

Bill Martini

Mandy David

Tony Davit

Agenda

Agenda

Final Budget Hearing

September 20, 2021

6:00 PM

Town Hall

520 Main St.

Windermere, FL 34786

Join Zoom Meeting:

<https://us06web.zoom.us/j/88179609606?pwd=QjBmdlF1cHcyNHJlOjU3QmJPMGFpdz09>

Meeting ID: 881 7960 9606

Passcode: 820172

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceeding should contact the Office of the Town Clerk at least 48 hours beforehand at (407) 876-2563

Pursuant to Resolution No. 2005-12 adopted on December 13, 2005, the following Civility Code shall govern all proceedings before the Town of Windermere Town Council:

1. All electronic devices, including cell phones and pagers, shall be either turned off or otherwise silenced.
2. Prolonged conversations shall be conducted outside Council meeting hall.
3. Whistling, heckling, gesturing, loud conversations, or other disruptive behavior is prohibited.
4. Only those individuals who have signed the speaker list and/or who have been recognized by the Mayor (or Chair) may address comments to the Council.
5. Comments at public hearings shall be limited to the subject being considered by the Council.
6. Comments at Open Forums shall be directed to Town issues.
7. All public comments shall avoid personal attacks and abusive language
8. No person attending a Town Council meeting is to harass, annoy, or otherwise disturb any other person in the room.

Any member of the public whose behavior is disruptive and violates the Town of Windermere Civility Code is subject to removal from the Town Council meeting by an officer and such other actions as may be appropriate. **PLEASE NOTE:** IN ACCORDANCE WITH F.S. 286.0105: Any person who desires to appeal any decision at this meeting will need a record of this proceeding. For this, such person may need to ensure that a verbatim record of such proceeding is made which includes the

AGENDA

- THE MEETING IS CALLED TO ORDER BY THE MAYOR
- FLAG SALUTE
- INVOCATION

1. OPEN FORUM/PUBLIC COMMENT (3 Minute Limit)

2. SPECIAL PRESENTATION/PROCLAMATIONS/AWARDS

a. Fiscal Year 2020/2021 Budget Approval (Attachments-Staff Recommends Approval)

i. Motions Needed:

1. Announce the Percent of the Millage Rate Over the Rolled Back Rate of 3.43%

2. Motion & Vote: Resolution #2021-04 Adopting a millage rate of 3.7425

A RESOLUTION OF THE TOWN OF WINDERMERE OF ORANGE COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR FISCAL YEAR 2021/2022; PROVIDING FOR AN EFFECTIVE DATE.

3. Motion & Vote: Resolution #2021-05 Adopting a total budget of \$7,777,777.00

A RESOLUTION OF THE TOWN OF WINDERMERE OF ORANGE COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2021/2022; PROVIDING FOR AN EFFECTIVE DATE

3. **MAYOR & COUNCIL LIAISON REPORTS**

- a. MAYOR O'BRIEN
- b. COUNCILMAN WILLIAMS
- c. COUNCILMAN SAPP
- d. COUNCILMAN MARTINI
- e. COUNCILMAN DAVID
- f. COUNCILMAN DAVIT

4. **STAFF REPORTS**

- a. TOWN MANAGER ROBERT SMITH
- b. TOWN ATTORNEY HEATHER RAMOS
- c. POLICE CHIEF DAVE OGDEN
- d. PUBLIC WORKS DIRECTOR TONYA ELLIOT-MOORE
- e. CLERK DOROTHY BURKHALTER

5. **ADJOURN**

-
- **REPORTS:**

THE TOWN OF
Windermere



Resolution 2021-04
of the
Town Council
for the
Town of Windermere, Florida

**A RESOLUTION OF THE TOWN OF WINDERMERE OF ORANGE COUNTY, FLORIDA,
ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR FISCAL YEAR
2021/2022; PROVIDING FOR AN EFFECTIVE DATE.**

Whereas, the Town of Windermere of Orange County, Florida, on September 20, 2021, adopted the Fiscal Year 2021/2022 Final Millage Rate following a public hearing as required by Florida Statute 200.065.

Whereas, the Town of Windermere of Orange 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 Orange County has been certified by the County Property Appraiser to the Town of Windermere as \$7,777,777.00.

Now Therefore, Be It Resolved by the Town Council of the Town of Windermere, Florida of Orange County, Florida that:

1. The FY 2021/2022 operating millage is 3.7425 mills, which is higher than the rolled –back rate of 3.6184 mills by 3.43%.
2. This resolution will take effect immediately upon its adoption.

Duly adopted at a public hearing this 20st Day of September, 2021.

Time adopted _____ **PM.**

TOWN OF WINDERMERE, FLORIDA

By: Town Council

Attest:

By: _____
Jim O'Brien, Mayor

Dorothy Burkhalter, MMC, FCRM
Town Clerk

THE TOWN OF
Windermere



Resolution 2021-05
of the
Town Council
for the
Town of Windermere, Florida

A RESOLUTION OF THE TOWN OF WINDERMERE, OF ORANGE COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2020/2021; PROVIDING FOR AN EFFECTIVE DATE.

Whereas, the Town of Windermere of Orange County, Florida, on September 20, 2021, held a public hearing as required by Florida Statute 200.065; and

Whereas, the Town of Windermere of Orange County, Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2021/2022 in the amount of \$7,777,777.00

Now Therefore, Be It Resolved by the Town Council of the Town of Windermere, Florida of Orange County, Florida that:

1. The Fiscal Year 2021/2022 final Budget be adopted.
2. This resolution will take effect on October 1, 2021 upon its adoption.

Duly adopted at a public hearing this 20st Day of September, 2021.

Time adopted _____ PM.

TOWN OF WINDERMERE, FLORIDA

By: Town Council

Attest:

By: _____
Jim O'Brien, Mayor

Dorothy Burkhalter, MMC, FCRM
Town Clerk



CERTIFICATION OF TAXABLE VALUE

DR-420
R. 5/12
Rule 12D - 18.002
Florida Administrative Code
Eff. 11/12

Year 2021	County ORANGE
Principal Authority WINDERMERE	Taxing Authority WINDERMERE

SECTION I: COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	780,446,369	(1)
2.	Current year taxable value of personal property for operating purposes	\$	20,403,547	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	800,849,916	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	15,286,749	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	785,563,167	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	759,506,932	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Number 0	(8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s.9(b), Article VII, State Constitution? If yes, enter the number of forms DR-420DEBT, Certification of Voted Debt Millage for each debt service levy.)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Number 0	(9)

S I G N	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.		
	Signature of Property Appraiser <i>Amy Mercado</i>		Date	JUNE 23, 2021

SECTION II: COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your Authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, -0-.

10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422.)</i>		3.7425 per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10 divided by 1,000)</i>	\$	2,842,455	(11)
12.	Amount, if any, paid or applied in prior year because of an obligation measured by a dedicated increment value <i>(Sum of either Line 6c or Line 7a for all DR-420TIF forms)</i>	\$	0	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	2,842,455	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	0	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	785,563,167	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>		3.6184 per \$1,000	(16)
17.	Current year proposed operating millage rate		3.7425 per \$1,000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	2,997,181	(18)

19. TYPE of principal authority (check one)	<input type="checkbox"/> County	<input type="checkbox"/> Independent Special District	(19)
	<input type="checkbox"/> Municipality	<input type="checkbox"/> Water Management District	
20. Applicable taxing authority (check one)	<input type="checkbox"/> Principal Authority	<input type="checkbox"/> Dependent Special District	(20)
	<input type="checkbox"/> MSTU	<input type="checkbox"/> Water Management District Basin	
21. Is millage levied in more than one county? (check one)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	(21)
DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP HERE - SIGN AND SUBMIT			

22. Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. (The sum of Line 13 from all DR-420 forms.)	\$	2,842,455	(22)
23. Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)		3.6184 per \$1,000	(23)
24. Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)	\$	2,897,795	(24)
25. Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, & MSTU's if any. (Total of Line 18 from all DR-420 forms)	\$	2,997,181	(25)
26. Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)		3.7425 per \$1,000	(26)
27. Current year proposed rate as a percent change of rolled-back rate (Line 26 divided by Line 23, minus 1, multiplied by 100)		3.43 %	(27)

First public budget hearing	Date	Time	Place
	9/8/2021	6:00 pm	520 MAIN ST. WINDERMERE, FL 34786

S I G N H E R E	Taxing Authority Certification		I certify the millages and rates shown are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s.200.071 or s.200.081, F.S.	
	Signature of Chief Administrative Officer		Date	
			6/28/2021	
	Title	Contact Name and Contact Title		
	Town Manager	Nora White		
Mailing Address	Physical Address			
614 Main Street,	614 Main Street, Windermere, FL			
City, State, ZIP	Phone Number	Fax Number		
Windermere, FL 34786	407-876-2563	407-876-0103		

REVENUES**Amount****General Fund Revenues - Operating**

Property Tax @ 3.7425 mills @ 95%	2,847,321.00
Local Option Gas Tax	91,386.00
Utility Tax Duke Energy	372,000.00
Utility Tax Water	33,000.00
Utility Tax Lk Apopka Gas	28,000.00
Communication Services Tax	330,000.00
Local Business Tax	9,500.00
Building Permits	300,000.00
Building Permit Surcharges	4,300.00
Zoning/Plans Review	25,000.00
Franchise - Duke Energy	300,000.00
Franchise Lk. Apopka Gas	14,750.00
Code Enforcement - Action/Assessments	9,170.42
Willows Street Lighting MSTU	12,990.24
Fire Rescue Fee Assessment	716,803.35
Sunset Bay Repaving Assessment	11,547.00
Park/Tennis Pass	10,000.00
State Grant - Police JAG	20,000.00
Bullet Proof Vest Grant	0.00
State Grant - FRDAP	0.00
PGIT Grant	5,000.00
American Recovery Act - CARES ACT	745,000.00
Revenue Sharing	137,000.00
1/2 Cent Sales Tax	490,000.00
OCPS	62,500.00
Police Service	6,000.00
Police Off Duty	35,000.00
Solid Waste	335,274.95
Historical Preservation Board Committee	44,000.00
Downtown Business Committee	0.00
Tree Board Committee	45,000.00
Parks & Recreation Committee	60,000.00
Pancake Breakfast	0.00
Fines/Bonds	15,000.00
Tree Mitigation Fund	10,000.00
Miscellaneous	25,000.00
Wine & Dine Event	200,000.00
Newsletter Ads	3,600.00
Sponsorships (Lunch etc.)	750.00
Police Mileage	3,000.00
Admin Off Duty Fee	3,500.00
Interest	15,000.00
Rent	35,000.00
Auction/Surplus	15,000.00
Garden Club Donation	500.00
Total General Fund	7,426,893

Stormwater Fund Revenues

Stormwater Fee Assessments	350,884
Marina Bay Assessment	0
Total Stormwater Fund	350,884

Total Revenues 7,777,777

EXPENDITURES

General Fund Expenditures - Operating

Legislative

Travel & Per Diem	1,000
Communication Services	
Miscellaneous Expense & Other Current	500
Office Supplies	200
Subscription/Dues/Training	
Florida League of Cities - Leg Conference	428
Florida League of Mayors Conference	350
Florida League of Cities Annual Conference	400
West Orange Chamber	350
West Orange Times	22
Subscription - Orlando Sentinel	150
Tri County League of Cities Dues	700
Florida League of Cities Dues	500
Chamber Events	1,500
Metro Plan	224
Luncheons	
West Orange Chamber	500
Mayor/Managers	300
Misc. Luncheons	250
Hosting Luncheon	1,250
Special Events	
Easter Event	2,000
Pancake Breakfast	2,500
Holiday Social	8,000
9/11 Appreciation Day	250
Wine & Dine Event	200,000
Employee Appreciation	5,000
DC Police Memorial	2,000
Total Legislative	228,374

Administrative

Salaries	233,000
Overtime	250
FICA Expenses	14,446
FICA Medicare	3,379
Retirement	19,200
Insurance	
Health Care	28,999
Dental Care	641
Vision Care	105
Life/AD&D	243
Legal Fees	84,000
Postage/Transport Fees	250
Communication Services	
Computer Maint	22,871
Plaques/Awards	200
Misc Expense & Other Current	2,500

Office Supplies	1,000
Subscriptions/Dues/Training	0
Dues	1,500
Luncheons	1,500
Seminars	2,000
Newsletter Mailout	9,000
Total Administration	425,084

Clerk

Salaries	79,568
FICA Expenses	4,933
FICA Medicare	1,154
Retirement	7,957
Insurance	
Health Care	9,666
Dental Care	320
Vision Care	52
Life & AD&D	81
Travel and Per Diem	250
Professional Services	
Encryption	2,975
Municode	4,500
Records Destruction	2,000
Public Records Scanning - Square 9	5,562
Committee /Board Agenda Granicus	3,300
Postage/Transport Fees	500
Communication Services	
Computer Maint	2,448
Misc. Expense & Other Current	250
Office Supplies	600
Advertising	5,000
Elections	3,000
Subscriptions/Dues/Training	
IIMC	180
FRMA	135
FACC	75
Conference/Training	1,750
CRM And Exam	855
Total Clerk	137,111

GENERAL FUND EXPENDITURES - OPERATING

Financial

Salaries	119,568
FICA Expenses	7,413
FICA Medicare	1,734
Retirement	11,957
Insurance	
Health Care	19,332
Dental Care	641
Vision Care	105
Life/AD&D	162
Travel and Per Diem	500
Professional Services - Auditors Fee	18,000

Other Contractual Services	
Accufund Software Contract	3,000
Module Software Annual Support	900
Employee Assistance Program	3,500
Waypoints Support Contract	3,750
Nationwide Retirement Admin Fees	5,000
Fire Restricted Fee	53,741
Postage/Transport Fees	1,000
Utilities	
Spectrum	14,600
Century Link Service	15,000
Orange County Utilities	1,200
Duke Energy	95,000
Willows MSTU	13,200
Lake Apopka Natural Gas	1,000
Rental & Leasing	
Copy Machine	5,000
Credit Card Swipe Lease	1,750
Postage Lease	350
General Professional Liability Insurance	80,000
Executive Travel Accident Cov	420
Communication Services	
Computer Maintenance	6,108
Misc. Expenses & Other Current	750
Office Supplies	1,750
Operating Supplies	1,150
Subscriptions/Dues/Training	
FGFOA Dues	250
Central Florida FGFOA	100
Tuition Reimbursement	3,000
Finance Director Training	1,800
Finance Clerk II & HR Training	1,000
Solid Waste	335,275
Total Finance	829,006
 Development Services	
Bldg Inspection Fees	240,000
Prof Services - Plan & Zoning - Admin	70,000
Total Development Services	310,000
 Public Works	
Debt Service Main Street	216,145
Debt Service - New Town Facilities	327,000
Salaries	206,168
Overtime	2,000
FICA Expenses	12,782
FICA Med	2,989
Retirement	20,557
Insurance	
Health Care	38,665
Dental Care	1,282
Vision Care	210
Life/AD&D	243
Professional Services	
General Engineering Scvs	9,900

Lawn & Maintenance	70,000
Janitorial Services	11,400
Pest Control	7,500
Lakefront Maint	13,000
Town Hall Facility Study	20,000
Postage	150
Misc Facilities/Buildings Repair & Maint	
Town Hall Decorations	1,000
AC check	2,952
Fire Extinguisher Check	2,500
Facility Repair & Maintenance Misc	8,000
Communication Services	
Computer Maint	4,896
Repair & Maintenance	
Misc Parts	2,000
Misc Repairs Vehicles	15,000
Sidewalk/Bike Path	95,000
Sprinkler Repair	1,500
Misc Expense and Other Current	2,500
Office Supplies	300
Uniforms	5,500
Streets & Road Repairs	
Misc Repaving	8,000
Subscription Dues & Training	3,500
Operating Supplies	
Gas	5,500
Oil Change	1,500
Shell/Sand/Rock	15,000
Vehicle Batteries	750
Vehicle Tires	1,500
Misc Shop Expenses	3,500
Street & Road Sodding	1,500
Tree Removal	25,000
Signs & Banners	20,000
Landfill	250
Water Cooler	1,200
Capital Equipment	
2016 Ford F150 Pick Up - Spv	2,870
2016 Ford F700 Dump Truck 50%	4,414
2016 Motorgrader 50%	8,746
Grapple for Skid Steer	4,000
Roller	7,500
Temporary Facilities	65,000
Capital Improvement Projects	
Streets & Road CIP	350,000
PW Water Design	152,000
Pavement Management Plan	50,000
Capital Improvement - Multi Modal	130,000
PW New Facilities	207,500
Parks & Rec capital Improvements	25,000
American Recovery Act	750,000
Total Public Works	2,945,369
Parks & Recreation	
Misc Park Repairs	2,500
Playground Mulch	7,500

Tree Canopy	20,000
Arbor Day Trees	5,000
Split Rail Fence	1,000
Total Parks & Recreation	36,000
Total Public Works & Parks & Recreation	2,981,369

Police

Salaries	900,262
Staff Matrix Change	3,000
Reserves Salaries	8,000
Police Off Duty	35,000
Overtime	30,000
Incentive Pay	11,760
FICA Expenses	56,343
FICA Med	13,177
Retirement	168,420
Insurance	
Health Care	135,327
Dental Care	4,806
Vision Care	786
Life/AD&D	786
Professional Services	
Psychologicals	700
Physical Exams	600
Polygraph	540
Testing Materials	2,500
Postage/Transport Fees	650
Fire Service Assessment Fee	663,063
Repair & Maintenance	
Tires	3,000
Radar Certification	2,750
Misc Vehicle Repairs	17,000
Speedometer Certification	200
Copier Maintenance	2,264
Communication Services	
Computer Maintenance	36,720
Dispatch Fee	45,108
Miscellaneous Expense & Other Current	8,000
Office Supplies	4,000
Magic Program	1,200
DC Memorial	2,000
Honor Guard Uniforms	2,000
Operating Supplies	
Gas	38,000
Oil Changes	2,000
Batteries	750
Emergency Equipment	2,000
Bullet Proof Vests	2,000
Uniform	10,000
Ammo/Guns	5,000
Verizon AirCards	10,000
Medical Supplies	750
Subscriptions/Dues	5,000
Training	5,000
Accreditation	10,278

Capital Equipment	
2017 Ford Explorer SUV #38	6,979
2017 Ford Fusion #39	4,499
2017 Ford Fusion #40	4,499
2018 Ford P/U Truck #41	7,609
2019 Ford SUV #42	9,112
2020 Ford Interceptor #43	9,112
2020 Ford SUV # 44	8,817
2021 Ford Pick Up #45	7,626
2020 FordFusion #46	5,366
2021 Ford Fusion #47	9,112
Capital Equipment - Other	
Fingerprint Machine	12,000
Total Police Department	2,335,471

Code Enforcement	
Special Magistrate	3,500
Compliance Actions	7,500
Postage	500
Communications	
Computer Maintenance	1,503
Misc Expense & Other Current	200
Code Officer	12,500
Total Code Enforcement	25,703

Committees	
Long Range Planning	0
Total Long Range Planning	0

Parks & Recreation	
Windermere 5K	32,300
Website Maint	1,320
Pet Fest	6,500
Reserve/Contingency Expense	19,880
Total Parks & Recreation Committee	60,000

Tree Board	
Farmers Market	24,500
Treebute Expenses	9,250
Tree Education	500
Misc	250
Supplies	250
Reserves/Contingency Expense	10,250
Total Tree Board	45,000

Historical Preservation	
Food Trucks	20,000
Reserve/Contingency	23,000
Misc	1,000
Total Historical Preservation	44,000

Elders	
Luncheon	4,000
Total Elders	4,000

Development Review	0
Total Development Review	0
	0
Downtown Business Committee	
Craft Beer Festival	0
Reserve/Contingency	0
Total Downtown Business Committee	0
WAYS Committee	
Misc Expense	1,500
Total WAYS Committee	1,500
Total Committee	154,500

Total **7,426,618**

Contingency/Reserves	275
Total General Fund Expenditures	7,426,618
General Fund Revenue	7,426,893
Difference	0

Stormwater Fund Expenditures

Expenditures

Salaries	34,320
Overtime	250
FICA	2,128
FICA Medicare	498
Retirement	3,432
Workers Comp	3,343
Health Insurance	9,172
Dental Care	320
Vision	52
Life/AD&D	81
Professional Services	
Sweeping	6,000
NPDES Compliance	20,000
Storm Drainage Services	60,000
General Engineering Services	25,000
Swale Maint	25,000
Operating Supplies	200
CIP Stormwater Projects	112,558
Capital Equipment	
2016 Ford Pickup Truck - PW Dir	2,870
2016 Ford F700 Dump Truck 50%	4,414
2016 Motorgrader 50%	8,746
Capital Improvements	7,500
Contingency	25,000

Total **350,884**

Total Expenditures Fund 01 & Fund 04 **7,777,777**

SUMMARY

Revenues
Expenditures
Difference

7,777,777
7,777,777
0

