

THE TOWN OF
Windermere



MAYOR AND COUNCIL OF THE TOWN OF WINDERMERE

Mayor Jim O'Brien

Council Members

Andy Williams

Bill Martini

Tony Davit

Mandy David

Molly Rose

Agenda

Agenda

August 3, 2022

6:00 PM

BUDGET WORKSHOP - AMENDED AGENDA

WINDERMERE TOWN HALL

520 MAIN STREET

WINDERMERE, FL 34786

JOIN ZOOM MEETING: [HTTPS://US06WEB.ZOOM.US/J/86264575631?](https://us06web.zoom.us/j/86264575631?pwd=TK9OQ0JZZKHHRHZZQULAT3NAWNNEDZ09)

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MEETING ID: 862 6457 5631

PASSCODE: 917713

PLEASE TURN OFF ALL CELL PHONES AND PAGERS

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceedings should contact the Office of the 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 conversation 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**

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

2. SPECIAL PRESENTATION / PROCLAMATIONS / AWARDS

3. TIMED ITEMS & PUBLIC HEARING

4. OLD BUSINESS

a. Consent Items

b. Minutes

c. Other Items for Consideration

5. NEW BUSINESS

a. Consent Items

b. Resolutions / Ordinances for Approval / First Reading

c. Appointments

d. Contracts & Agreements

e. Financial

i. Presentation of Fiscal Year 22/23 Budget (Attachments)

1. Council Actions

a. Motion to Tentatively Adopt Proposed Millage Rate of 3.7425 mills per thousand

b. Motion to Consent to Balanced Proposed Budget

i. Revenues \$10,411,209

ii. Expenditures \$10,411,209

c. Motion to Set Date, Time, and Place of Budget Hearings

i. September 7, 2022, 6pm

Tentative Budget Hearing

Windermere Town Hall

520 Main Street

Windermere, FL 34786

ii. September 19, 2022, 6pm

Final Budget Hearing

Windermere Town Hall

520 Main Street

f. Other Items for Consideration

6. MAYOR & COUNCIL LIAISON REPORTS

a. Mayor O'Brien

b. Council Member Williams

c. Council Member Rose

d. Council Member Martini

e. Council Member David

f. Council Member Davit

7. STAFF REPORTS

a. Town Manager Robert Smith

b. Town Attorney Heather Ramos

c. Police Chief Dave Ogden

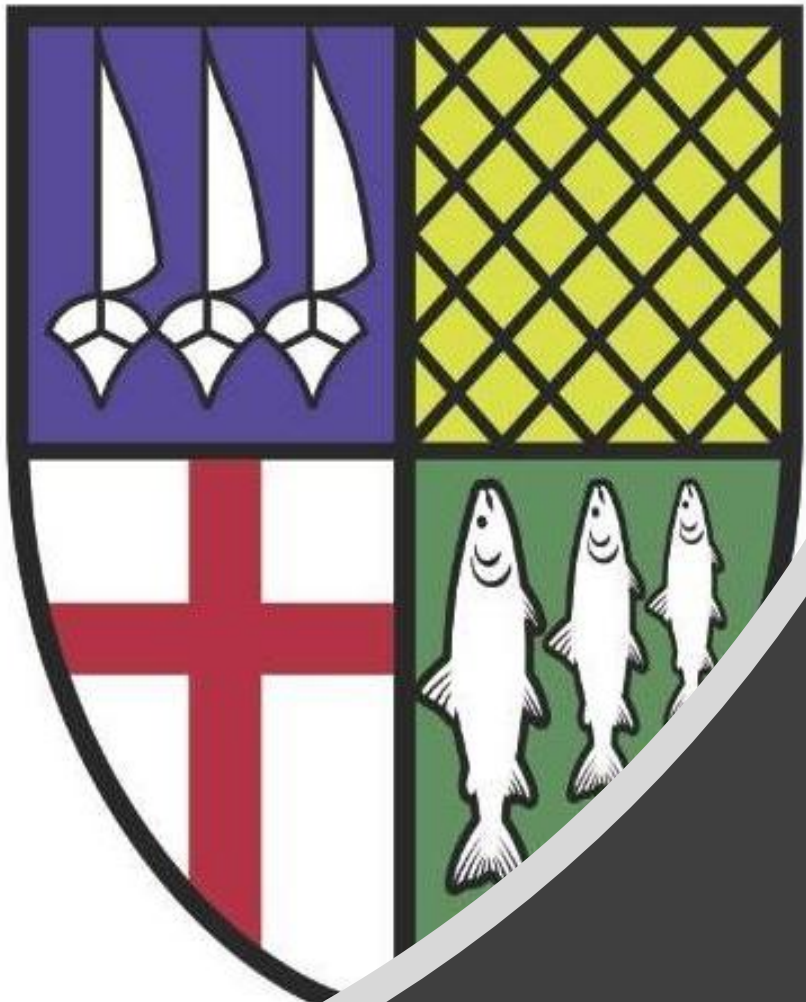
d. Public Works Director Tonya Elliott-Moore

e. Clerk Dorothy Burkhalter

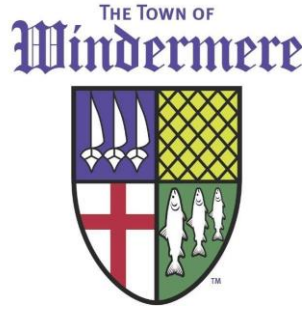
8. ADJOURN

- **REPORTS**
- **OTHER ITEMS**

THE TOWN OF
Windermere



FY 22/23 Draft
Budget



Purpose & Intent



Mission:

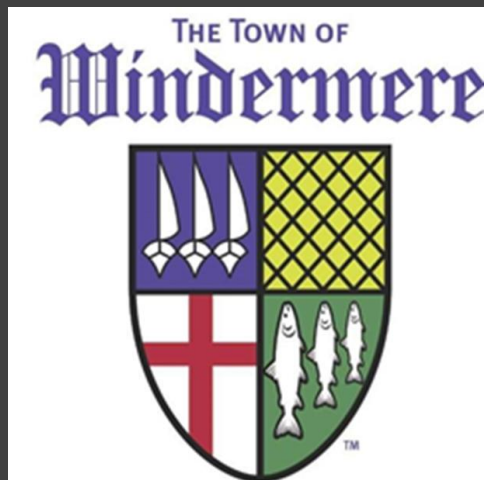
Preserving the level of service and quality of life that the Town Residents and our Customers are accustomed all while maintaining the Town's financial viability.

How do we get there?

Conservative Estimates of Revenue
Control Spending
Better Planning

FY 22/23 Revenues

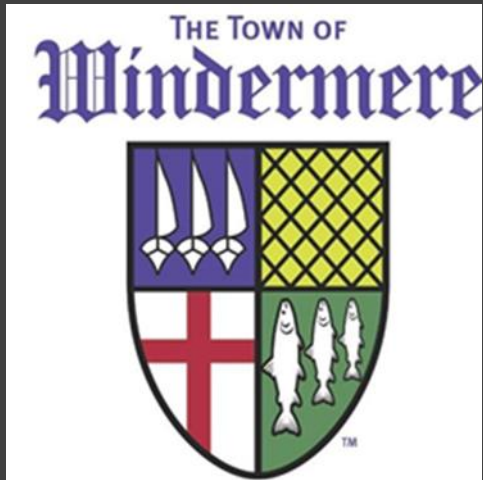
Ad Valorem Tax Rate



Year	Rate	Revenue
08/09	3.228	\$1,676,783
09/10	3.228	\$1,626,192
10/11	3.228	\$1,513,192
11/12	3.7896	\$1,904,059
12/13	3.7896	\$1,922,168
13/14	3.7896	\$1,940,594
14/15	3.7896	\$2,023,388
15/16	3.25	\$1,815,762
16/17	3.25	\$1,902,240
17/18	3.25	\$2,006,829
18/19	3.7425	\$2,433,876
19/20	3.7425	\$2,591,469
20/21	3.7425	\$2,704,312
21/22	3.7425	\$2,827,428
22/23	3.7425	\$3,046,426

Ad Valorem Comparison:

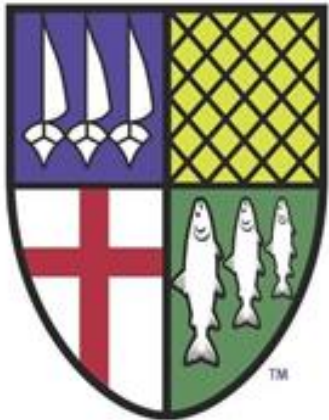
Based on FY
21/22 Rates



Taxing Authority	Tax Rate
Orange County	4.4347 (MSTU FIRE 2.2437 MSTU OCSO 1.8043 Garbage Assessment)
Apopka	4.1876 (SW Assessment)
Belle Isle	4.4018
Eatonville	7.2938
Maitland	4.3453 (+.2370 Debt Service 2004)
Oakland	6.5
Ocoee	5.05 (Garbage/Fire/SW Assessments)
Orlando	6.650 (SW Assessment)
Windermere	3.7425 (Garbage/Fire/SW Assessments)
Winter Garden	4.5
Winter Park	4.0923 (+.2891 Debt Service 2011 & 2017)
Edgewood	5.25 (Garbage Assessment)



THE TOWN OF
Windermer



2022 Estimated Taxable Value

Orange County Property Appraiser Info

OCPA provide us with the 22/23 Taxable Value Estimate of \$876,281,334.

This is higher than 21/22 \$795,254,736 (\$81,026,598).

FY 22/23 Millage Rates

Allowable Millage Rates

Maintain Existing

$\$876,281,334 / 1,000 \times 3.7425 = \$ @ 95\% =$
 $\$3,115,508.75$

Current Year Rolled Back Rate

$\$876,281,334 / 1,000 \times 3.4626 = \$ @ 95\% =$
 $\$2,882,501.16$

Maximum Millage Allowable

$\$876,281,334 / 1,000 \times 3.7892 = \$ @ 95\% =$
 $\$3,154,371.75$



THE TOWN OF
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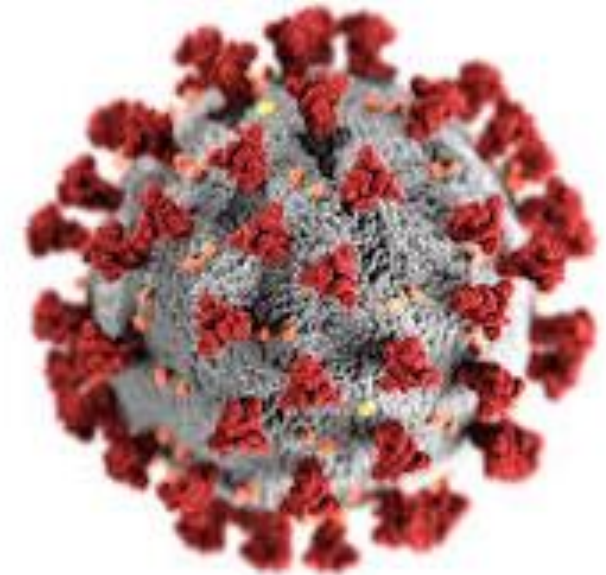
FY 22/23 Estimated Revenues

With the various factors that may impact the numerous revenue sources for the Town of Windermere, as we always do, we have been very conservative with the estimates.

Staff typically uses the past to predict the future where appropriate. Typically utilizing the last 10 years of numbers and estimating means and escalators while taking out the anomalies. This however had to be amended a bit due to the environment we are in.

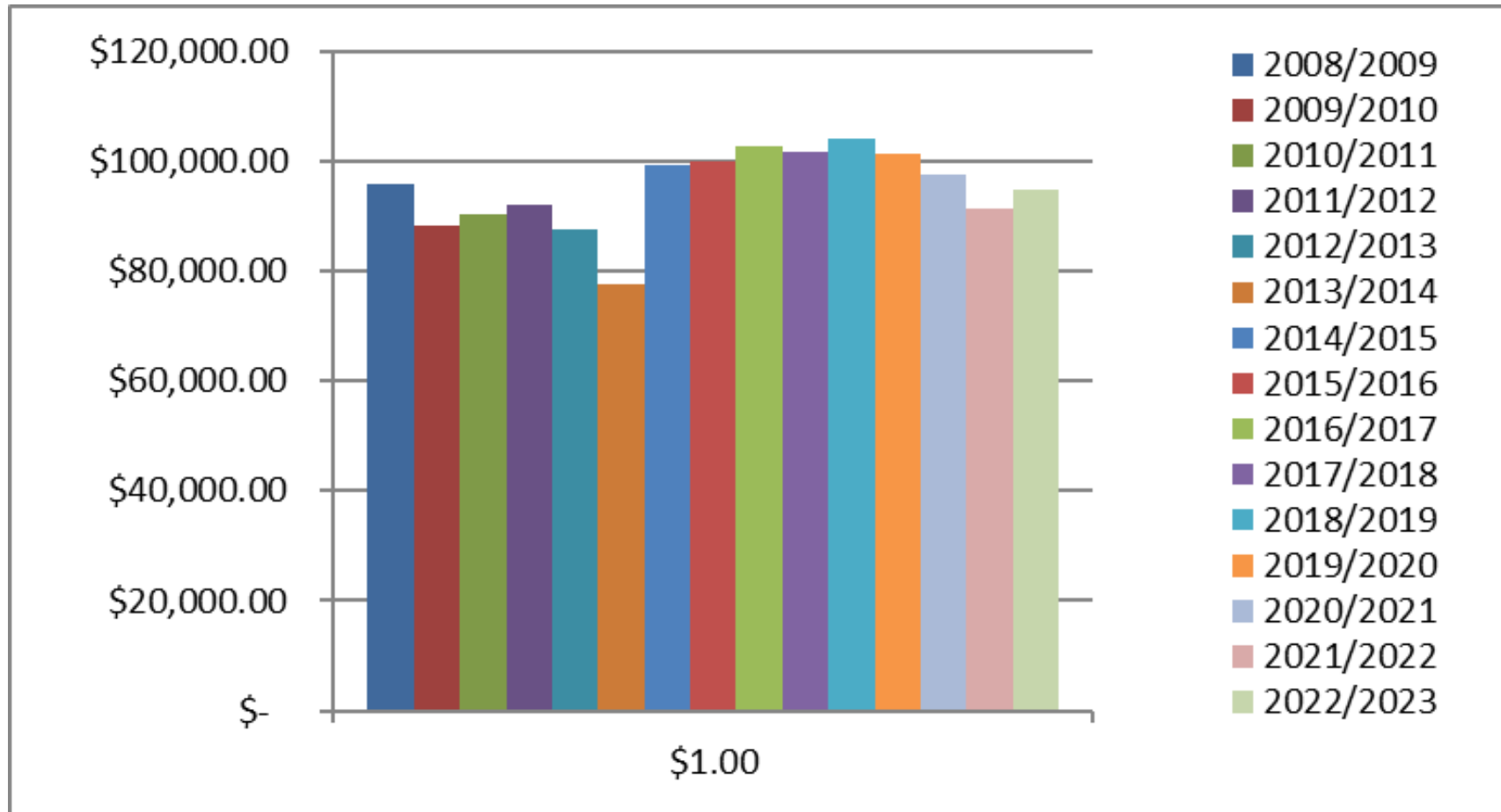
Department of Revenue estimates do not come out until after the presentation becomes public and will be amended if staff agrees with the calculations

THE TOWN OF
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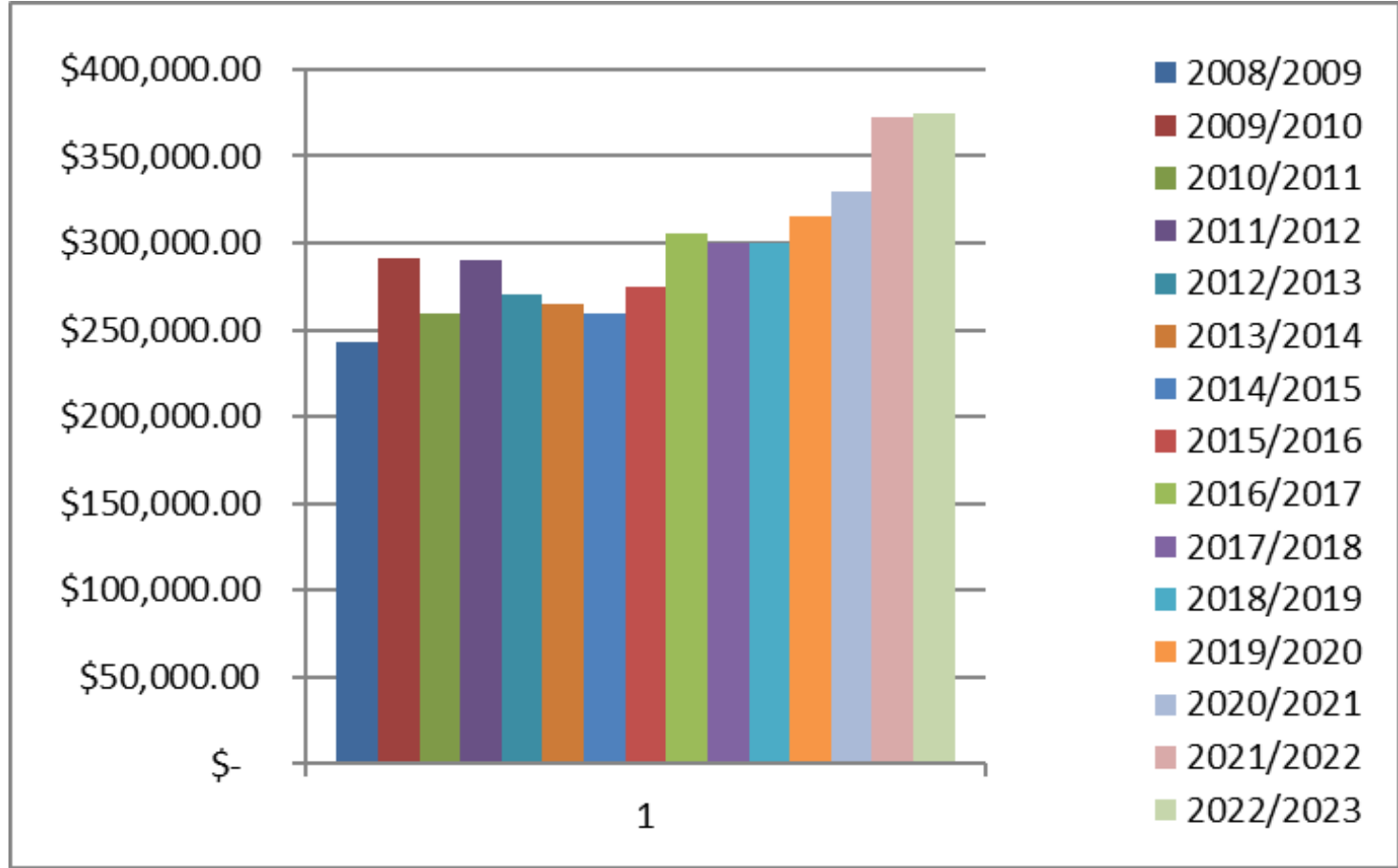




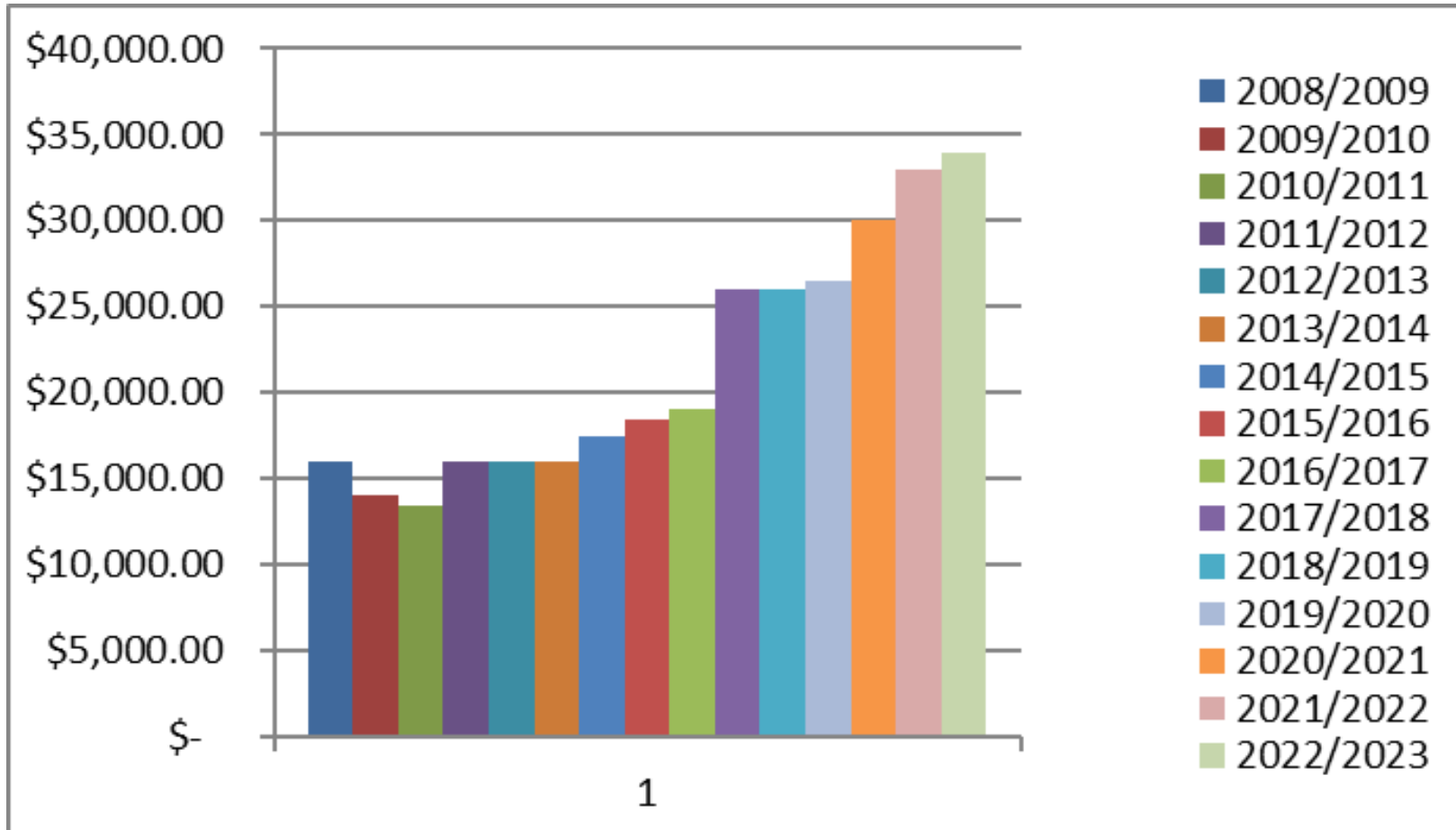
Local Option Gas Tax



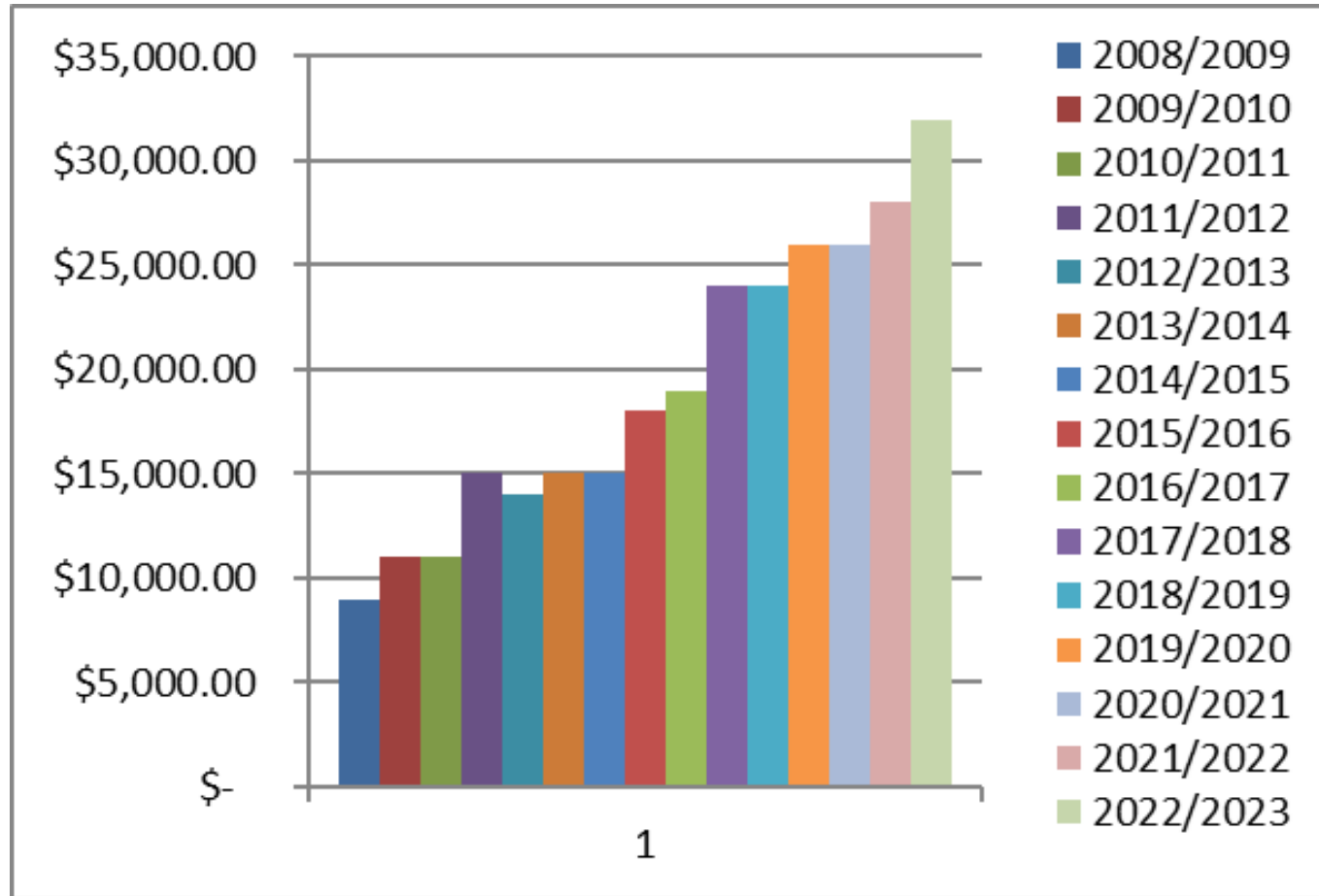
Utility Tax Duke



Utility Tax Water

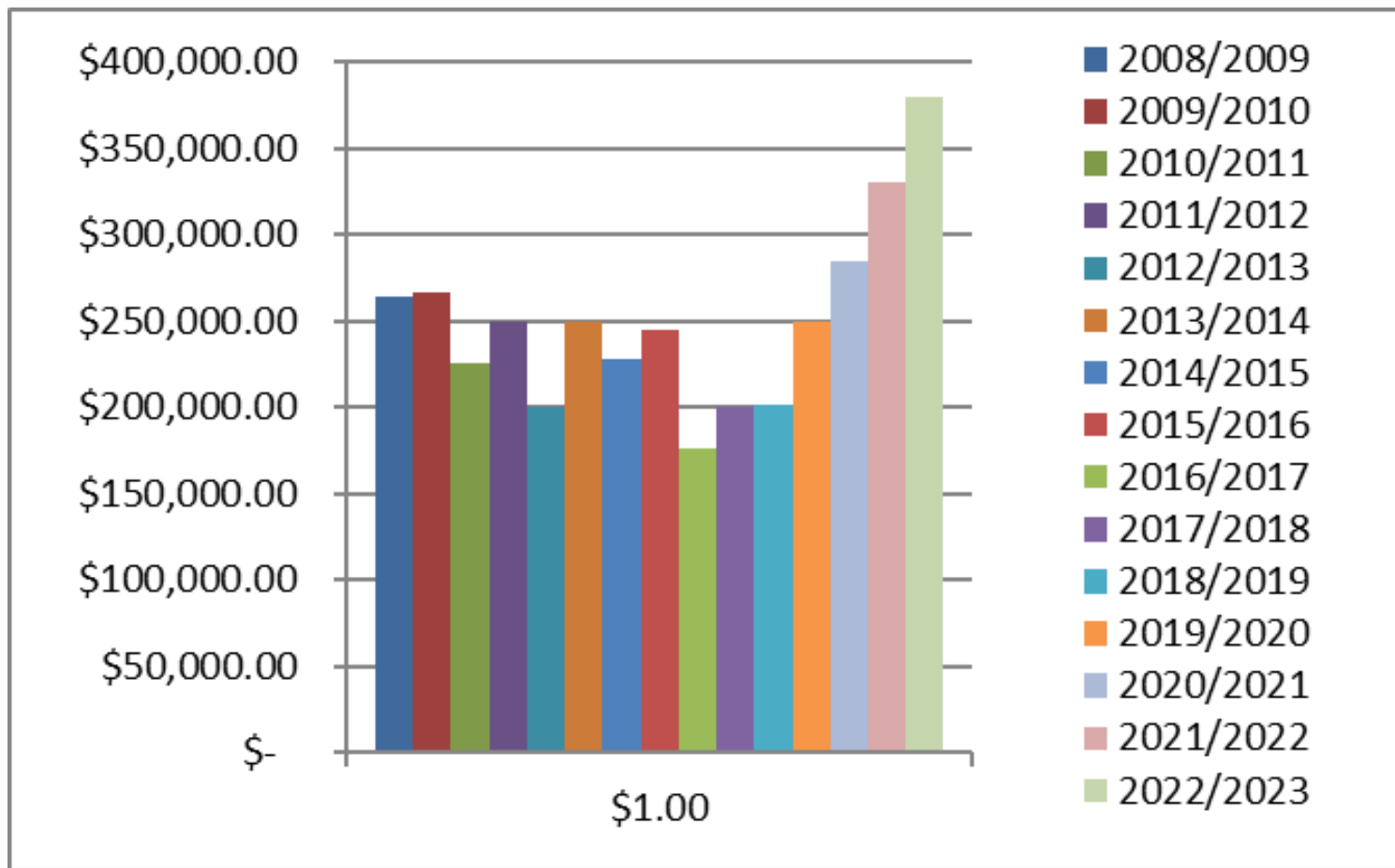


Utility Tax Lake Apopka Gas

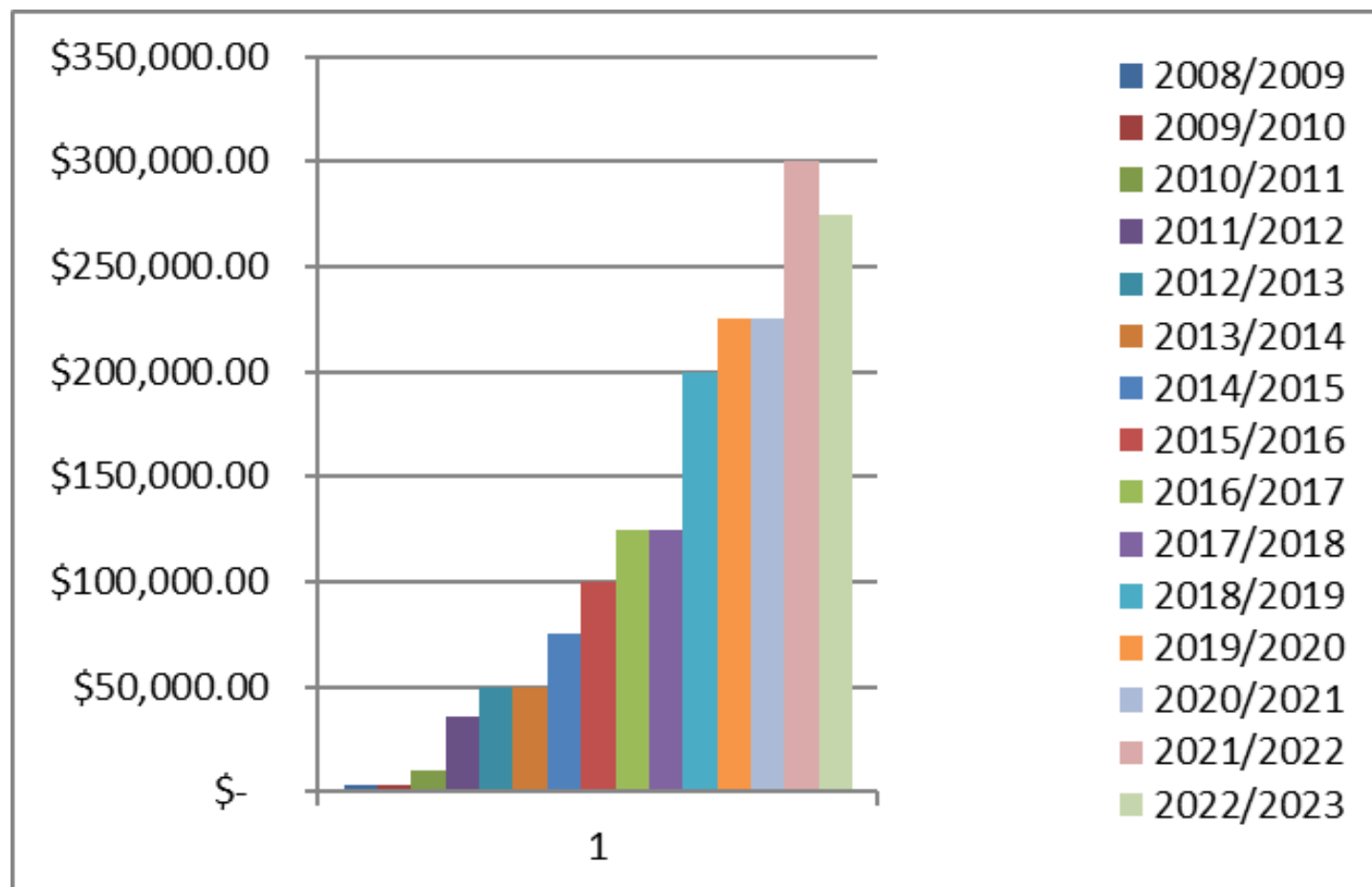




Communications Service Tax

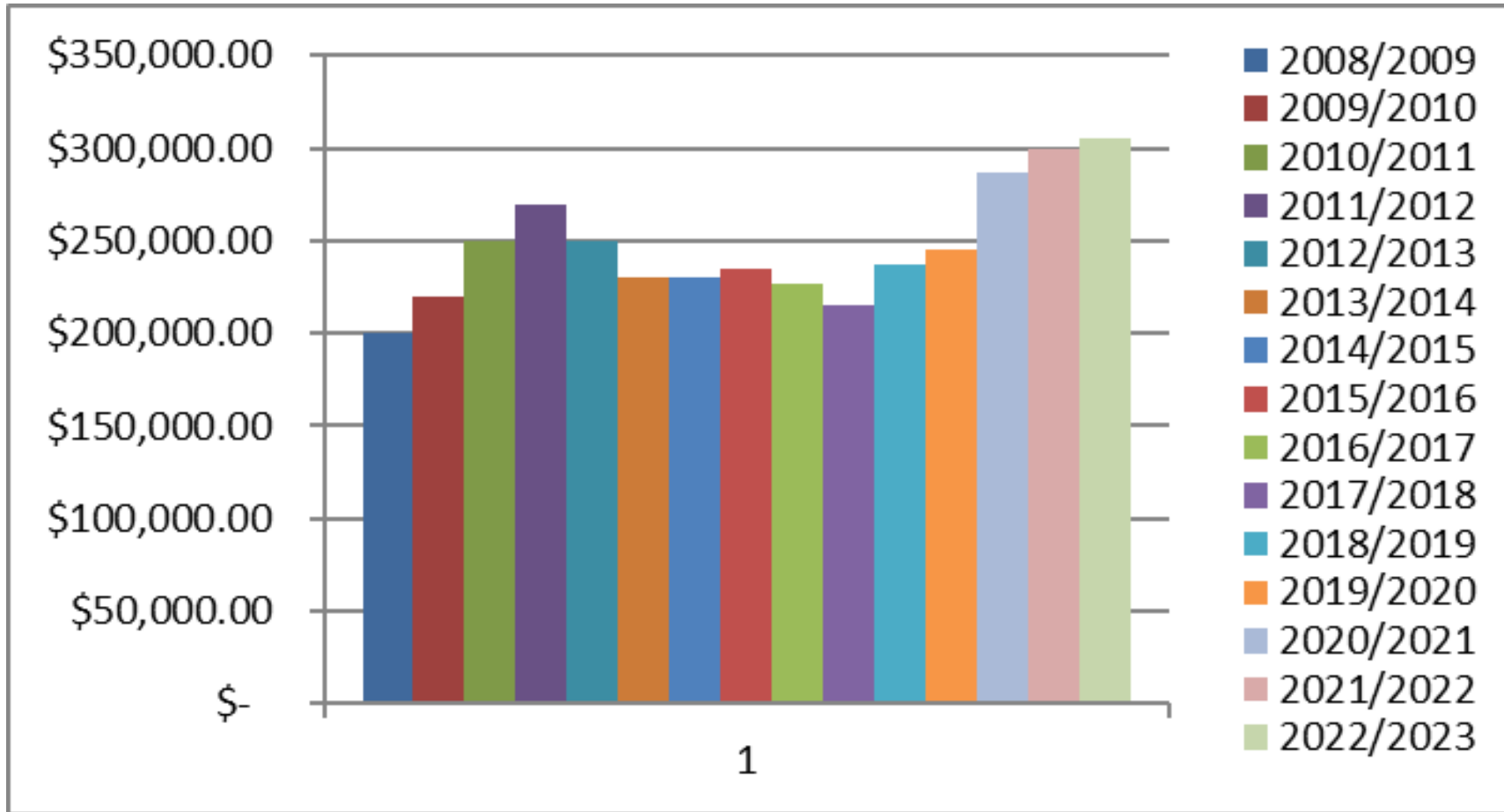


Building Permits



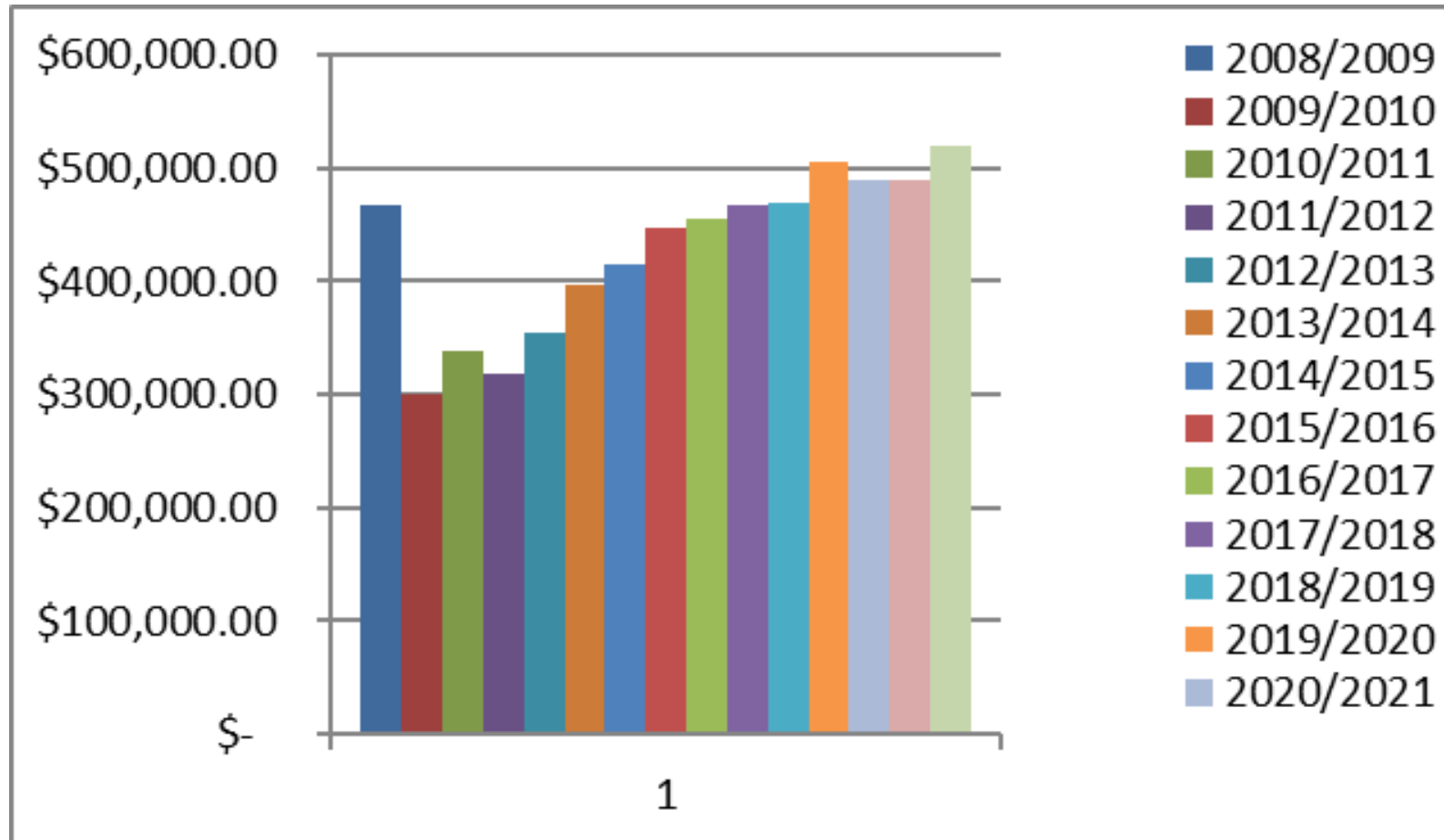


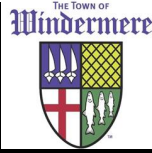
Franchise Fee DUKE





½ Cent Sales Tax

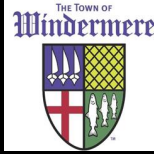




FY 22/23 Estimated Revenues



Account	FY 20/21	FY 21/22	FY 22/23	Difference
Ad Valorem	\$ 2,704,312.63	\$ 2,847,321.00	\$ 3,115,509.00	\$ 268,188.00
Local Option Gas Tax	\$ 97,500.00	\$ 91,386.00	\$ 95,000.00	\$ 3,614.00
Utility Tax Duke	\$ 330,000.00	\$ 372,000.00	\$ 375,000.00	\$ 3,000.00
Utility Tax Water	\$ 30,000.00	\$ 33,000.00	\$ 34,000.00	\$ 1,000.00
Utility Tax Lk. Apopka Gas	\$ 26,000.00	\$ 28,000.00	\$ 32,000.00	\$ 4,000.00
Communication Serv. Tax	\$ 285,000.00	\$ 330,000.00	\$ 380,000.00	\$ 50,000.00
Local Business Tax	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ -
Building Permits	\$ 225,000.00	\$ 300,000.00	\$ 275,000.00	\$ (25,000.00)
Zoning/Plans Review	\$ 25,000.00	\$ 25,000.00	\$ 20,000.00	\$ (5,000.00)
Franchise Duke	\$ 287,000.00	\$ 300,000.00	\$ 305,000.00	\$ 5,000.00
Franchise Lk. Apopka Gas	\$ 13,500.00	\$ 14,750.00	\$ 16,250.00	\$ 1,500.00
Code Enforcement Actions/Assessments	\$ 20,469.20	\$ 9,170.42	\$ 2,720.55	\$ (6,449.87)



FY 22/23 Estimated Revenues



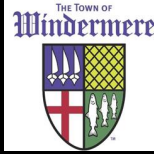
Account	FY 20/21	FY 21/22	FY 22/23	Difference
Willows MSTU	\$ 13,662.00	\$ 12,990.24	\$ 16,372.80	\$ 3,382.56
Fire Assessment	\$ 689,376.76	\$ 716,803.35	\$ 785,631.73	\$ 68,828.38
Sunset Bay Repaving Assessment - SW	\$ 11,547.00	\$ 11,547.00	\$ 11,547.00	\$ -
Park/Tennis Pass	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
State Grant-Police JAG	\$ 10,000.00	\$ 20,000.00	\$ 10,000.00	\$ (10,000.00)
Revenue Sharing	\$ 135,000.00	\$ 137,000.00	\$ 137,000.00	\$ -
1/2 Cent Sales Tax	\$ 490,000.00	\$ 490,000.00	\$ 520,000.00	\$ 30,000.00
OCPS Agreement	\$ 56,000.00	\$ 62,500.00	\$ 62,500.00	\$ -
Police Service	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ -
Police Off Duty	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ -
Solid Waste	\$ 329,381.76	\$ 335,274.95	\$ 371,476.54	\$ 36,201.59



FY 22/23 Estimated Revenues



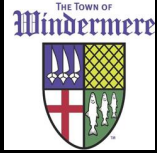
Account	FY 20/21	FY 21/22	FY 22/23	Difference
HPB Revenue	\$ 44,000.00	\$ 44,000.00	\$ 44,000.00	\$ -
DBC Revenue	\$ 31,000.00	\$ -		\$ -
Tree Board Committee Revenue	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ -
P&R Committee	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ -
Garden Club Donation	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
Pancake Breakfast	\$ 750.00	\$ -		\$ -
Fines/Bonds	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ -
Tree Mitigation Fund	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
Miscellaneous	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
Windermere Wine & Dine	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ -
Newsletter Ads	\$ 3,500.00	\$ 3,600.00	\$ 2,750.00	\$ (850.00)
Sponsorships (lunch, etc..)	\$ 750.00	\$ 750.00	\$ 750.00	\$ -



FY 22/23 Estimated Revenues



Account	FY 20/21	FY 21/22	FY 22/23	Difference
Police Mileage	\$ 2,880.00	\$ 3,000.00	\$ 1,000.00	\$ (2,000.00)
Police Off Duty/Admin	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ -
Interest	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00	\$ (5,000.00)
Rent	\$ 30,000.00	\$ 35,000.00	\$ 15,000.00	\$ (20,000.00)
Auction/Surplus - sale of Equipment	\$ 5,000.00	\$ 15,000.00	\$ 5,000.00	\$ (10,000.00)
Bullet Proof Vest	\$ 1,500.00	\$ -		\$ -
PGIT Grant	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
American Rcovery Act	\$ -	\$ 745,000.00	\$ 1,557,510.00	\$ 812,510.00
Sucharges	\$ -	\$ 4,300.00	\$ 5,000.00	\$ 700.00
Federal Appropriation SRC	\$ -	\$ -	\$ 760,000.00	\$ 760,000.00
Total	\$ 6,327,629.35	\$ 7,426,892.96	\$ 9,390,517.62	\$ 1,963,624.66



FY 22/23 Estimated Revenues



- ARPA Funds: Revenues balance out the remaining revenues for listed projects.
- Federal Appropriation SRC: Safe Routes to School Program. Revenue balance out for listed project
- Building Services: 80/20 split with PDCS
- Rent: Rent may be impacted should the Town Council move forward with improvements this FY
- General Revenues and Stormwater Revenues will both be utilized for the HMGP grants local match.
- Grants: Revenues do not include current grants the Town is seeking: BCLAC, Healthy West Orange, etc.

FY 22/23 Projected Expenditures



Expenditure Highlights

- **Fire Service Agreement: \$682,954. Increased due to 3% COLA per 2019 Agreement (\$19,892)**
- **\$327,000 New Facilities Loan**
- **\$216,145 Main St. Loan Debt Service. Final Payment October-2024**
- **\$25,000 P&R CIP (FY 18/19 Commitment)**
- **\$152,000 Master Water Plan (FY 18/19 Commitment) Commitment, ARPA and Reserves to pay for Potable Water Projects**
- **\$130,000 Multi Modal Plan (FY 18/19 Commitment) Commitment, SRC and Reserves to pay for Ward Trail Phase 1 and Pedestrian Bridge**
- **\$100,000 Sidewalk Repairs/Extensions (FY 18/19 Commitment)**
- **\$400,000 Road Improvement/Repairs (FY 18/19 Commitment) Commitment and Reserves used to match HMGP grant for stormwater/road projects**



Legislative Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Travel/Per Diem	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
Communication Services	\$ -	\$ -	\$ -	\$ -
Misc. Expense & Other Current	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
Office Supplies	\$ 200.00	\$ 200.00	\$ 200.00	\$ -
Subscriptions/Dues/Training	\$ 4,400.00	\$ 4,400.00	\$ 3,671.00	\$ (729.00)
Metro Plan	\$ 224.00	\$ 224.00	\$ 224.00	\$ -
Luncheons	\$ 2,300.00	\$ 2,300.00	\$ 2,050.00	\$ (250.00)
Special Events	\$ 208,750.00	\$ 212,750.00	\$ 215,750.00	\$ 3,000.00
Employee Appreciation	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
DC Police Memorial	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ (1,000.00)
Lobbyist	\$ -			\$ -
Total	\$ 224,374.00	\$ 228,374.00	\$ 229,395.00	\$ 1,021.00



Legislative Budget

- Special Events: Windermere Wine & Dine, Armed Forces Appreciation Day, Pancake Breakfast, 9/11 Memorial, Law Enforcement Memorial and Holiday hoopla
- Communications: All expenditures for IT related items will be billed to the Administrative Department



Administrative Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Salaries	\$ 201,151.17	\$ 233,000.00	\$ 242,600.80	\$ 9,600.80
Overtime	\$ 250.00	\$ 250.00	\$ 5,000.00	\$ 4,750.00
FICA Expenses	\$ 12,417.32	\$ 14,446.00	\$ 15,041.25	\$ 595.25
FICA Medicare	\$ 2,916.69	\$ 3,378.50	\$ 3,517.71	\$ 139.21
Retirement	\$ 17,867.12	\$ 19,200.00	\$ 23,660.08	\$ 4,460.08
Health Insurance	\$ 18,344.00	\$ 28,998.72	\$ 28,998.72	\$ -
Vision	\$ 104.80	\$ 104.00	\$ 157.20	\$ 53.20
Dental	\$ 640.80	\$ 640.00	\$ 961.20	\$ 321.20
\$25,000 Life/AD&D	\$ 243.00	\$ 243.00	\$ 243.00	\$ -
Professional Services	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
Legal Fees	\$ 90,000.00	\$ 84,000.00	\$ 85,000.00	\$ 1,000.00
Postage/Transport Fees	\$ 250.00	\$ 250.00	\$ 350.00	\$ 100.00



Administrative Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Communication Services	\$ 18,659.00	\$ 22,870.96	\$ 112,695.79	\$ 89,824.83
Plaques/awards	\$ 500.00	\$ 200.00	\$ 750.00	\$ 550.00
Office Supplies	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
Subscriptions/Dues/Training	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 1,000.00
Newsletter Mailout	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ -
Luncheons	\$ 500.00	\$ 1,500.00	\$ 2,000.00	\$ 500.00
Seminars	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
Misc. Expn. & Other Current	\$ 2,500.00	\$ 2,500.00	\$ 5,500.00	\$ 3,000.00
Total	\$ 379,843.90	\$ 425,081.18	\$ 546,975.75	\$ 121,894.57



Administrative Budget

- Health Insurance: We will not get accurate numbers until August/September. Currently the Town pays \$9,666/Annually per Employee. Employee then can buy into plan to cover spouse or family.
- Dental Insurance: Town pays \$320/Annually per Employee
- Vision Insurance: Town pays \$52/Annually per Employee
- AD&D: Town pays \$81/Annually per Employee
- Communications: All expenditures for IT related items will be billed to the Administrative Department
- Professional Services: \$5,000 for salary study as required by newly adopted Personnel Rules and Regulations
- Overtime increase since staff took over Food Truck Event.
- Salaries: Increased with COLA or approved increase. Increases trickle down to FICA, FICA Med and Retirement (10%).



Clerks Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Salaries	\$ 77,250.00	\$ 79,567.50	\$ 81,946.80	\$ 2,379.30
Overtime	\$ -	\$ -	\$ -	\$ -
FICA Expenses	\$ 4,789.50	\$ 4,933.19	\$ 5,080.70	\$ 147.51
FICA Medicare	\$ 1,120.13	\$ 1,513.73	\$ 1,188.23	\$ (325.50)
Retirement	\$ 7,725.00	\$ 7,956.75	\$ 8,194.68	\$ 237.93
Health Insurance	\$ 9,172.00	\$ 9,666.24	\$ 9,666.24	\$ -
Dental	\$ 320.40	\$ 320.00	\$ 320.40	\$ 0.40
Vision	\$ 52.40	\$ 52.40	\$ 52.40	\$ -
Life & AD&D	\$ 81.00	\$ 81.00	\$ 81.00	\$ -
Travel/Per Diem	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
Professional Services	\$ 18,247.64	\$ 18,336.82	\$ 7,750.00	\$ (10,586.82)
Postage/Transport Fees	\$ 750.00	\$ 500.00	\$ 500.00	\$ -



Clerks Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Communications	\$ 780.00	\$ 2,448.00	\$ -	\$ (2,448.00)
Misc. Expn. & Other Current	\$ 250.00	\$ 250.00	\$ 500.00	\$ 250.00
Office Supplies	\$ 600.00	\$ 600.00	\$ 700.00	\$ 100.00
Advertising	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ (2,500.00)
Elections	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
Subscriptions/Dues/Training	\$ 2,995.00	\$ 2,995.00	\$ 2,995.00	\$ -
Total	\$ 133,383.07	\$ 137,470.63	\$ 124,725.45	\$ (12,745.18)

- Communications: Costs moved to Administrative
- Professional Services: Cost reduced since mostly software based and re-coded to Administration
- Elections: Cost in case there is an election. We are off cycle this year.



Finance Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Salaries	\$ 126,175.00	\$ 119,567.50	\$ 129,336.68	\$ 9,769.18
FICA Expenses	\$ 7,822.85	\$ 7,413.19	\$ 8,018.87	\$ 605.68
FICA Medicare	\$ 1,829.54	\$ 1,733.73	\$ 1,875.38	\$ 141.65
Retirement	\$ 12,617.50	\$ 11,956.75	\$ 12,933.67	\$ 976.92
Health Insurance	\$ 18,344.00	\$ 19,332.48	\$ 19,332.48	\$ -
Dental	\$ 640.80	\$ 640.80	\$ 640.80	\$ -
Vision	\$ 104.80	\$ 104.80	\$ 104.80	\$ -
Life AD&D	\$ 162.00	\$ 162.00	\$ 162.00	\$ -
Travel and Per Diem	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
Professional Services	\$ 17,500.00	\$ 18,000.00	\$ 20,000.00	\$ 2,000.00
Other Contractual Services	\$ 11,150.00	\$ 16,150.00	\$ 19,650.00	\$ 3,500.00



Finance Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Fire Restricted Reserve	\$ 45,625.00	\$ 53,740.85	\$ 102,677.00	\$ 48,936.15
Postage/Transport Fees	\$ 1,600.00	\$ 1,000.00	\$ 750.00	\$ (250.00)
Utilities	\$ 131,600.00	\$ 140,000.00	\$ 175,424.00	\$ 35,424.00
Rental & Leasing	\$ 7,100.00	\$ 7,100.00	\$ 8,900.00	\$ 1,800.00
General Insurance	\$ 77,452.94	\$ 80,000.00	\$ 165,000.00	\$ 85,000.00
Executive Travel Accident Cov	\$ 420.00	\$ 420.00	\$ 420.00	\$ -
Communications	\$ 15,378.92	\$ 6,108.10	\$ 0	\$ (6,108.10)
Misc. Expn. & Other Current	\$ 750.00	\$ 750.00	\$ 750.00	\$ -
Office Supplies	\$ 1,750.00	\$ 1,750.00	\$ 1,250.00	\$ (500.00)
Operating Supplies	\$ 750.00	\$ 750.00	\$ 750.00	\$ -



Finance Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Subscriptions/Dues/Training	\$ 3,450.00	\$ 3,150.00	\$ 3,150	\$ -
Tuition Reimbursement	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
Solid Waste	\$ 302,052.76	\$ 335,274.95	\$ 342,392.92	\$ 7,117.97
Capital Equipment - Other		\$ 400.00		\$ (400.00)
Total	\$ 787,776.11	\$ 829,005.15	\$ 1,017,018.60	\$ 188,013.45

- Communications: Moved to Administrative. ADP Payroll Software included. ADP is a payroll system that is automated and replaced the time clock system.
- Rental & Leasing: Increased since we are cashless
- Professional Services: Increased per RFQ for Auditors.
- Solid Waste: Reflects increase
- General Insurance Increase: Workers Comp doubled this FY
- Utilities: Increase with new facility and industry increases (New TV systems, Camera System, Fiber, etc.)
- Fire Restricted Reserve: Covers any future increases. If reserve amount far outweighs the cost, we may adjust assessment for FY 23/24.



Public Works Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Debt Service Main St	\$ 216,145.11	\$ 216,145.00	\$ 216,145.00	\$ -
Debt Service - New Town Facilities	\$ 265,000.00	\$ 327,000.00	\$ 327,000.00	\$ -
Salaries	\$ 201,241.12	\$ 206,167.60	\$ 213,517.74	\$ 7,350.14
Overtime	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
FICA Expenses	\$ 12,476.95	\$ 12,782.39	\$ 13,238.10	\$ 455.71
FICA Medicare	\$ 2,918.00	\$ 2,989.43	\$ 3,096.01	\$ 106.58
Retirement	\$ 20,064.11	\$ 20,556.76	\$ 21,291.77	\$ 735.01
Health Insurance	\$ 36,688.00	\$ 38,664.96	\$ 38,664.96	\$ -
Dental	\$ 1,281.60	\$ 1,281.60	\$ 1,281.60	\$ -
Vision	\$ 209.60	\$ 209.60	\$ 209.60	\$ -
Life & AD&D	\$ 243.00	\$ 243.00	\$ 243.00	\$ -



Public Works Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Professional Services	\$ 111,800.00	\$ 131,800.00	\$ 181,550.00	\$ 49,750.00
Postage/Transport Fees	\$ 150.00	\$ 150.00	\$ 150.00	\$ -
Misc Facility/Building Repairs	\$ 10,700.00	\$ 14,452.00	\$ 19,100.00	\$ 4,648.00
Communications	\$ 980.00	\$ 4,896.00	\$ -	\$ (4,896.00)
Repair and Maintenance	\$ 108,500.00	\$ 113,500.00	\$ 109,000.00	\$ (4,500.00)
Misc. Expn. & Other Current	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ -
Office Supplies	\$ 300.00	\$ 300.00	\$ 500.00	\$ 200.00
Uniforms	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ -
Streets & Roads Repairs	\$ 10,000.00	\$ 8,000.00	\$ 10,000.00	\$ 2,000.00
Street & Roads CIP	\$ 400,000.00	\$ 400,000.00	\$ 1,048,554.66	\$ 648,554.66
Subscriptions/Dues/Training	\$ 2,500.00	\$ 3,500.00	\$ 3,800.00	\$ 300.00



Public Works Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Operating Supplies	\$ 75,200.00	\$ 75,700.00	\$ 79,650.00	\$ 3,950.00
Rental & Leasing	\$ 113,575.00	\$ 81,029.28	\$ 19,958.98	\$ (61,070.30)
Cap Improvement-Machinery	\$ -			\$ -
Capital Enhancement - Other	\$ -	\$ 11,500.00	\$ -	\$ (11,500.00)
Parks & Recreation Dept	\$ 32,000.00	\$ 36,000.00	\$ 36,000.00	\$ -
Capital Improvements PW Water Design	\$ 152,000.00	\$ 152,000.00	\$ -	\$ (152,000.00)
Capital Improvements P&R	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
PW New Facility	\$ 192,500.00	\$ 207,500.00	\$ -	\$ (207,500.00)
American Recovery Act	\$ -	\$ 750,000.00	\$ 1,948,650.00	\$ 1,198,650.00
Capital Improvement Multi Modal	\$ 130,000.00	\$ 130,000.00	\$ 950,000.00	\$ 820,000.00
Total	\$ 2,130,972.49	\$ 2,981,367.62	\$ 5,276,601.42	\$ 2,295,233.80



Public Works Budget

- Professional Services: KHA Misc., Galura Engineering Misc, John Fitzgibbon General Engineering Services & Pavilion Oversight, Janitorial, Lawn Maintenance, Lakefront Maintenance and Pest Control.
- Communications: Moved to Administrative.
- Misc.: increase due to contracting out Holiday Lighting.
- Rental & Leasing: Reduced since we are no longer utilizing temp facilities. New Truck Purchase. All PW Staff would now have Truck.
- Operating: Increased Gas Budget.
- P&R CIP: \$25,000 Included.
- Town Hall Review Cost (Professional Services): \$35,000
- Pavement Management Plan: \$50,000



Public Works Budget

- ARPA Funds Breakdown: The Town collected a little of \$1.7 million from the American Recovery Act Bill. The Town has spent @ \$211,000 of these funds for potable water design, lost rental revenue and essential worker one time incentive pay. The balance of the funds need to meet the intent of the bill. Staff is recommending to use these funds in conjunction with the HMGP grant projects:
 - Bessie Potable Water System: \$857,890
 - Butler Potable Water System: \$383,185
 - W Second Avenue Water System: \$707,575
 - Total \$1,948,650
 - Town Annual Allocation is \$150,000 so the Town will need to utilize reserves or added revenues for FY 22/23 for the balance @ \$300,000



Public Works Budget

- Stormwater/Road Projects: HMGP Grant Projects. The Town's contribution is 25% of the construction costs.

- Bessie Basin: \$277,870 (Town's 25%)
- Butler Basin: \$166,232 (Town's 25%)
- W Second Avenue: \$633,944 (Town's 25%)

Total: \$1,077,046 in Project costs

Utilizing SW Project Fees: \$74,429

Town Annual Road Contribution \$400,000 But utilizing \$350,000 (PMP)

Balance that would need to come out of reserves or added FY 22/23 Revenues: \$648,554

Staff will continue to work with DEM on bridging the gap between what was anticipated and actual costs.



Public Works Budget

- Multi Modal Path: Phase 1 Ward Trial & Pedestrian Bridge:
 - Total Cost: \$950,000
 - Federal SRC Contribution: \$760,000
 - Town allocates \$150,000 towards this line item each FY
 - Balance that would need to come out of reserves or added FY 22/23 Revenues: \$40,000
- Staff will continue to work with Healthy West Orange on additional funding.



Public Works Budget

- Unfunded Projects at this time:
 - Wastewater Master Plan: \$350,000 (May be able to get 50% Funded)
 - Town Hall Renovations: \$TBD (Will be discussed April 2023)
 - Old Dirt Main Paving: \$278,342 (Funding in FY 23/24)
 - Old Dirt Main Potable Water: \$304,200 (Funding in FY 23/24)
- Staff will continue to work with Federal, State and Local Resources to assist in funding these projects. If we are unable, these projects may be funded in FY 23/24. (October-2024)



Police Department Budget



Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Salaries	\$ 892,193.86	\$ 908,762.11	\$ 891,518.90	\$ (17,243.21)
Shift Differential	\$ -	\$ -	\$ 13,250.00	\$ 13,250.00
Staff Change Savings	\$ (18,000.00)	\$ (8,500.00)	\$ -	\$ 8,500.00
Staff Matrix Change (\$1,500)	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
Reserve Officers	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ -
Police Off Duty	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ -
Overtime	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ -
Incentive Pay	\$ 12,240.00	\$ 10,200.00	\$ 10,200.00	\$ -
FICA Expenses	\$ 55,316.02	\$ 56,343.25	\$ 55,274.17	\$ (1,069.08)
FICA Medicare	\$ 12,936.81	\$ 13,177.05	\$ 12,927.02	\$ (250.03)
Retirement	\$ 154,277.49	\$ 168,420.29	\$ 165,021.07	\$ (3,399.22)



Police Department Budget



Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Health Insurance	\$ 137,580.00	\$ 135,327.36	\$ 144,993.60	\$ 9,666.24
Dental	\$ 4,806.00	\$ 4,806.00	\$ 4,806.00	\$ -
Vision	\$ 786.00	\$ 786.00	\$ 786.00	\$ (0.00)
Life/AD&D	\$ 1,215.00	\$ 1,458.00	\$ 1,458.00	\$ -
Professional Services	\$ 1,840.00	\$ 4,340.00	\$ 1,840.00	\$ (2,500.00)
Postage/Transport Fees	\$ 500.00	\$ 650.00	\$ 650.00	\$ -
Fire Rescue Service Fee	\$ 643,750.00	\$ 663,062.50	\$ 682,954.37	\$ 19,891.87
Repair and Maintenance	\$ 20,501.56	\$ 25,214.14	\$ 25,514.00	\$ 299.86
Communications	\$ 66,147.00	\$ 81,828.00	\$ 72,735.40	\$ (9,092.60)
Misc. Expn. & Other Current	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -



Police Department Budget



Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Office Supplies	\$ 4,500.00	\$ 4,000.00	\$ 4,000.00	\$ -
Magic Program	\$ 1,250.00	\$ 1,200.00	\$ 1,200.00	\$ -
Operating Supplies	\$ 58,050.00	\$ 70,500.00	\$ 75,000.00	\$ 4,500.00
Subscriptions/Dues	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
Rental & Leasing	\$ 64,309.00	\$ 72,729.05	\$ 49,143.06	\$ (23,585.99)
Police DC Memorial (German)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
Honor Guard Uniforms	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
Training	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 10,000.00
Cap Improvement-Equipment	\$ 7,092.00	\$ 12,000.00	\$ 45,000.00	\$ 33,000.00
Accreditation Items	\$ -	\$ 10,278.00	\$ 15,000.00	\$ 4,722.00
Total	\$ 2,217,290.74	\$ 2,334,581.75	\$ 2,381,271.60	\$ 46,689.85



Police Department Budget



- Shift Differential: Utilized in other local agencies. Incentive Pay for working night shifts.
- Ocoee FD: CIP Increase Included
- Training: Increased due to amount of turnover and command staff changes.
- Fleet: Adding one more vehicle.
- Communications: Moved to Administrative. Fusion 360 Program \$26,000 (Anticipated requirement from WG). Winter Garden Dispatch Fee.
- Capital Equipment:
 - Radios: \$10,000 (Need to replace)
 - Weapons/Holsters: \$35,000



Development Services Budget

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Prof Services - Planning & Zoning Admin	\$ 70,000.00	\$ 70,000.00	\$ 75,000.00	\$ 5,000.00
Building Inspection Fees	\$ 240,000.00	\$ 240,000.00	\$ 220,000.00	\$ (20,000.00)
Total	\$ 310,000.00	\$ 310,000.00	\$ 295,000.00	\$ (15,000.00)

- Wade Trim Planning Consultant. Portions of work paid out of zoning deposits.
- PDCS: 80/20 split of anticipated Building Permit Costs.



Committees

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Long Range Planning	\$ 200.00	\$ -	\$ -	\$ -
Parks & Recreation	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ -
Tree Board	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ -
Historical Preservation	\$ 44,000.00	\$ 44,000.00	\$ 44,000.00	\$ -
Elders	\$ 3,500.00	\$ 4,000.00	\$ 5,000.00	\$ 1,000.00
DRB	\$ 200.00	\$ -	\$ -	\$ -
DBC	\$ 31,000.00	\$ -	\$ -	\$ -
WAYS	\$ 5,000.00	\$ 1,500.00	\$ 1,500.00	\$ -
Code Enforcement	\$ 24,035.00	\$ 25,702.76	\$ 26,720.00	\$ 1,017.24
Total	\$ 212,935.00	\$ 180,202.76	\$ 182,220.00	\$ 2,017.24



Stormwater

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Salaries	\$ 30,900.00	\$ 34,320.00	\$ 35,349.60	\$ 1,029.60
Overtime	\$ 250.00	\$ 250.00		\$ (250.00)
FICA Expenses	\$ 1,915.80	\$ 2,127.84	\$ 2,191.68	\$ 63.84
FICA Medicare	\$ 448.05	\$ 497.64	\$ 512.57	\$ 14.93
Retirement	\$ 3,090.00	\$ 3,432.00	\$ 3,534.96	\$ 102.96
Workers Comp Insurance	\$ 3,009.66	\$ 342.77	\$ 3,443.05	\$ 3,100.28
Health Insurance	\$ 9,172.00	\$ 3,342.77	\$ 9,666.24	\$ 6,323.47
Dental	\$ 320.40	\$ 320.04	\$ 320.40	\$ 0.36
Vision	\$ 52.40	\$ 52.40	\$ 52.40	\$ -
AD&D	\$ 81.00	\$ 81.00	\$ 81.00	\$ -
Professional Services	\$ 105,795.00	\$ 136,000.00	\$ 211,000.00	\$ 75,000.00
Rental & Leasing	\$ 19,520.00	\$ 16,030.00	\$ 13,158.98	\$ (2,871.02)



Stormwater

Line Description	FY 20/21	FY 21/22	FY 22/23	Difference
Operating Supplies	\$ 200.00	\$ 200.00	\$ 200.00	\$ -
Stormwater Projects	\$ 154,102.63	\$ 112,063.96	\$ 78,491.34	\$ (33,572.62)
Contingency	\$ 25,000.00	\$ 25,000.00		\$ (25,000.00)
Capital Improvements	\$ -	\$ 7,500.00	\$ -	\$ (7,500.00)
Total	\$ 353,856.94	\$ 341,560.42	\$ 358,002.22	\$ 16,441.80

- Stormwater Project Costs to be allocated to HMGP Projects
- Staff is working with BCLAC on updating the Town's Stormwater Master Plan. This will be a 50/50 Grant. Cost \$75,000 Town \$75,000 BCLAC
- Professional Services: KHA Misc., Galura Engineering Misc., John Fitzgibbon General Engineering. NPDES Compliance, Sweeping, Vacuuming and Swale Maintenance.



Revenues Vs. Expenditures

Line Description	FY 22/23
General Fund Revenue	\$9,390,518
General Fund Expenditures	\$10,053,207
Difference	(\$663,500)
Stormwater Revenues	\$358,002
Stormwater Expenditures	\$358,002
Difference	\$0



Revenues Vs. Expenditures

- With the HMGP, ARPA and Multi Modal Path projects intended to be constructed in FY 22/23, the Town will need to tap into their reserves by \$663,500. The Cost Benefit Analysis for moving forward with these projects now would save the Town \$4,000,000. (\$3,240,000 HMGP and \$760,000 Multi Modal) ARPA Funds need to be spent within 3 years. Added value of \$1,800,000.
- The current Reserves are at \$1,923,633 with the balance if used would be \$1,260,133
- Industry Standard a @ 20-25%
- With the use of Reserves, the Town Reserves would still be @ this threshold.
- Due to Charter restrictions on loan and debt service, the Town is required to save money over various Fiscal Years to cover the costs of most it not all capital improvement projects.

Reserve Breakdown

FY Ending	General Fund Reserves
2020/2021	\$1,923,633.00
2019/2020	\$1,543,078.00
2018/2019	\$1,135,489.00
2017/2018	\$666,917.00
2016/2017	\$757,220.00
2015/2016	\$1,631,465.00
2014/2015	\$1,494,129.00
2013/2014	\$1,163,806.00
2012/2013	\$699,079.00
2011/2012	\$643,945.00
2010/2011	\$341,313.00
2009/2010	\$740,859.00
2008/2009	\$780,677.00
2007/2008	\$1,051,469.00
2006/2007	\$1,690,354.00
2005/2006	\$1,485,026.00
2004/2005	\$1,195,774.00
2003/2004	\$552,363.00
2002/2003	\$1,447,419.00
2001/2002	\$1,243,539.00
2000/2001	\$941,551.00

Questions?



Council Actions



1. Motion to Tentatively Adopt Proposed Millage Rate of 3.7425 mills per thousand.

2. Motion to Consent to Balanced Proposed Budget

Revenues: \$10,411,209

Expenditures: \$10,411,209

3. Motion to Set Date, Time, and Place of Budget Hearings

September 7, 2022: 6pm Tentative Budget Hearing

September 19, 2022: 6pm Final Budget Hearing



Council Actions



4. **Motion to Approve Solid Waste Assessment: \$371,622.11**
5. **Motion to Approve Stormwater Fund Assessment Roll: \$342,392.92**
6. **Motion to Approve Lot Cleaning Assessment: \$2,720.55**
7. **Motion to Approve Fire Assessment: \$785,631.73**
8. **Willows Street Light Assessment: \$16,372.80**