

TOWN OF WINDERMERE

Town Council Final Budget Hearing Minutes

September 19, 2022

Present were Mayor Pro Tem Andy Williams, Council Members Bill Martini, Mandy David, Tony Davit, and Molly Rose. Town Manager Robert Smith, Deputy Chief Jayson Bonk, and Town Clerk Dorothy Burkhalter were also present. Mayor Jim O'Brien was absent.

Mayor Pro Tem Williams led everyone in the Pledge of Allegiance. He then called the meeting to order at 6:00pm and noted a quorum was present.

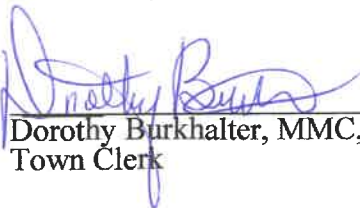
There were no comments from the public.

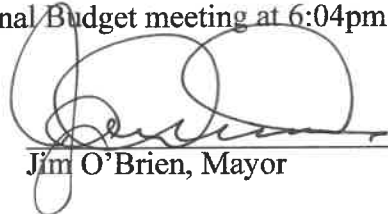
Mayor Pro Tem Williams announced the percentage of the millage rate over the rolled back rate as 8.08%.

Member Davit made a motion to approve Resolution 2022-10 adopting the millage rate of 3.7425. Member Rose seconded the motion. Roll call vote was as follows: Martini – aye, Williams – aye, David – aye, Davit – aye, and Rose – aye. Motion carried 5-0 at 6:02pm.

Member Martini made a motion to approve Resolution 2022-11 adopting the total operating budget of \$10,411,209.00. Member David seconded the motion. Roll call vote was as follows: Rose – aye, Davit – aye, David – aye, Williams – aye, and Martini – aye. Motion carried 5-0 at 6:03pm.

Mayor Pro Tem Williams adjourned the Final Budget meeting at 6:04pm.


Dorothy Burkhalter, MMC, FCRM
Town Clerk


Jim O'Brien, Mayor

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

Property Tax @ 3.7425 mills @ 95%	3,115,509.00
Local Option Gas Tax	95,000.00
Utility Tax Duke Energy	375,000.00
Utility Tax Water	34,000.00
Utility Tax Lk Apopka Gas	32,000.00
Communication Services Tax	380,000.00
Local Business Tax	9,500.00
Building Permits	275,000.00
Zoning/Plans Review	20,000.00
Surcharges	5,000.00
Franchise - Duke Energy	305,000.00
Franchise Lk. Apopka Gas	16,250.00
Code Enforcement - Action/Assessments	2,720.55
Willows Street Lighting MSTU	16,372.80
Fire Rescue Fee Assessment	785,631.73
Sunset Bay Repaving Assessment	11,547.00
Park/Tennis Pass	10,000.00
Federal Appropriations SRC	760,000.00
State Grant - Police JAG	10,000.00
Bullet Proof Vest Grant	0.00
State Grant - FRDAP	0.00
CARES ACT - American Recovery Act	1,557,510.00
Revenue Sharing	137,000.00
1/2 Cent Sales Tax	520,000.00
OCPS	62,500.00
Police Service	6,000.00
Police Off Duty	35,000.00
Solid Waste	371,476.54
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	30,000.00
Wine & Dine Event	200,000.00
Newsletter Ads	2,750.00
Sponsorships (Lunch etc.)	750.00
Police Mileage	1,000.00
Admin & PD Off Duty Fee	3,500.00
Interest	10,000.00
Rent	15,000.00
Auction/Surplus	5,000.00
Garden Club Donation	500.00
TOTAL ALL REVENUE SOURCES	9,390,518
Transfers In General Fund - Fund Balance	662,689.00
TOTAL REVENUES/TRANSFERS/BALANCES	10,053,207

Stormwater Fund Revenues

Stormwater Fee Assessments	342,393
Marina Bay Assessment	15,609
Total Stormwater Fund	358,002

Total Revenues **10,411,209**

EXPENDITURES

General Fund Expenditures - Operating

Legislative

Travel & Per Diem	1,000
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	225
West Orange Times	22
Subscription - Orlando Sentinel	0
Tri County League of Cities Dues	700
Florida League of Cities Dues	546
Chamber Events	1,000
Metro Plan	224
Luncheons	
West Orange Chamber	500
Mayor/Managers	300
Misc. Luncheons	250
Hosting Luncheon	1,000
Special Events	
Easter Event	2,000
Pancake Breakfast	2,500
Holiday Social	10,000
9/11 Appreciation Day	250
Armed Forces Day	1,000
Wine & Dine Event	200,000
Employee Appreciation	5,000
DC Police Memorial	1,000

Total Legislative **229,395**

Administrative

Salaries	242,601
Overtime	5,000
FICA Expenses	15,041
FICA Medicare	3,518
Retirement	23,660
Health Insurance	
Health Care	28,999
Dental Care	961
Vision Care	157
Life/AD&D	243
Legal Fees	85,000
Professional Services - Salary Study	5,000
Postage/Transport Fees	350
Communication Services	
Computer Maint	90,469
Chatter Buzz - Web Site Hosting	3,000

Chatter Buzz - Web Site Maint	2,184
AppRiver - Licenses	8,231
App Software	3,500
Granicus - Town Council Agenda	2,250
Konica Minolta - Square 9	3,062
Plaques/Awards	750
Misc Expense & Other Current	5,500
Office Supplies	2,000
Subscriptions/Dues/Training	
Dues	2,500
Luncheons	2,000
Seminars	2,000
Newsletter Mailout	9,000
Total Administration	546,976

Clerk

Salaries	81,947
FICA Expenses	5,081
FICA Medicare	1,188
Retirement	8,195
Insurance	
Health Care	9,666
Dental Care	320
Vision Care	52
Life & AD&D	81
Travel and Per Diem	250
Professional Services	
Encryption	3,000
Municode	2,000
Records Destruction	2,000
Public Records Scanning - Vendor to be determined	750
Postage/Transport Fees	500
Misc. Expense & Other Current	500
Office Supplies	700
Advertising	2,500
Elections	3,000
Subscriptions/Dues/Training	
IIMC	180
FRMA	135
FACC	75
Conference/Training	1,750
CRM & Exam	855
Total Clerk	124,725

GENERAL FUND EXPENDITURES - OPERATING

Financial

Salaries	129,337
FICA Expenses	8,019
FICA Medicare	1,875
Retirement	12,934
Insurance	
Health Care	19,332
Dental Care	641

Vision Care	105
Life/AD&D	162
Travel and Per Diem	500
Professional Services - Auditors Fee	20,000
Other Contractual Services	
Accufund Software Contract	3,000
Employee Assistance Program	3,500
Waypoints Support Contract	3,750
ADP Payroll Processing & Accufund	9,400
Fire Restricted Fee	102,677
Postage/Transport Fees	750
Utilities	
Spectrum	27,024
Spectrum Phone Service	19,000
Orange County Utilities	7,000
Duke Energy	108,000
Willows MSTU	13,200
Lake Apopka Natural Gas	1,200
Rental & Leasing	
Copy Machine	4,000
Credit Card Swipe Lease	4,600
Postage Lease	300
General Insurance	165,000
Executive Travel Accident Cov	420
Misc. Expenses & Other Current	750
Office Supplies	1,250
Operating Supplies	750
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	342,393
Total Finance	1,017,018

Development Services

Prof Services - Planning & Zoning	0
Prof Services - Plan & Zoning - Admin	75,000
Bldg Inspection Fees	220,000
Evaluation & Appraisal Report - DOE Dev	0
Total Development Services	295,000

Public Works

Debt Service Main Street	216,145
Debt Service - New Town Facilities	327,000
Salaries	213,518
Overtime	2,000
FICA Expenses	13,238
FICA Med	3,096
Retirement	21,292
Insurance	
Health Care	38,665
Dental Care	1,282
Vision Care	210

Life/AD&D	243
Professional Services	
General Engineering Services	9,900
General Engineering - Pavillion Oversight	13,200
Lawn & Maintenance	78,000
Janitorial Services	15,000
Pest Control	5,250
Lakefront Maint	13,200
Town Hall Study	35,000
Bridge Inspection	2,000
IPO# 4 - Bicycle & Pedestrian Study	10,000
Postage	150
Misc Facilities/Buildings Repair & Maint	
Misc Facility: (Chairs, etc)	0
Town Hall Decorations	5,800
Town Hall Floors	0
AC check	1,800
Fire Extinguisher Check	1,500
Misc Facility Repair & Maintenance	10,000
Repair & Maintenance	
Misc Parts	2,000
Misc Repairs Vehicles	10,000
Sidewalk/Bike Path	95,000
Sprinkler Repair	2,000
Misc Expense and Other Current	2,500
Office Supplies	500
Uniforms	5,500
Streets & Road Repairs	
Misc Repaving	10,000
Restriping	0
Repaint Speed Bumps	0
Subscription Dues & Training	3,800
Operating Supplies	
Gas	10,000
Oil Change	1,500
Shell/Sand/Rock	15,000
Vehicle Batteries	500
Vehicle Tires	1,750
Misc Shop Expenses	4,000
Street & Road Sodding	1,500
Tree Removal	25,000
Signs & Banners	20,000
Landfill	250
Water Cooler	150
Capital Equipment - Rental & Leasing	
2015 Tractor Massey Ferguson	0
2016 Ford F150 Pick Up - Spv	0
2016 Ford F700 Dump Truck 50%	4,414
2016 Motorgrader 50%	8,745
2022 Ford Truck	6,800
Capital Improvement Projects	
Streets & Road CIP	998,554
PW Water Design	0
Pavement Management Plan	50,000
Capital Improvement - Multi Modal	950,000

Old Dirt Main - Road Improvement	0
West 2nd Ave - Road Improvement	0
American Recovery Act Projects - Potable Water	1,948,650
Total Public Works	5,215,601

Parks & Recreation	
Playground Mulch	10,000
Tree Canopy	20,000
Arbor Day Trees	5,000
Split Rail Fence	1,000
Capital Improvements - P&R	25,000
Total Parks & Recreation	61,000
Total Public Works & Parks & Recreation	5,276,601

Police	
Salaries	891,519
Shift Differential	13,250
Staff Matrix Change	3,000
Reserves Salaries	8,000
Police Off Duty	35,000
Overtime	30,000
Incentive Pay	10,200
FICA Expenses	55,274
FICA Med	12,927
Retirement	165,021
Insurance	
Health Care	144,994
Dental Care	4,806
Vision Care	786
Life/AD&D	1,458
Professional Services	
Psychologicals	700
Physical Exams	600
Polygraph	540
Accreditation Consulting	0
Postage/Transport Fees	650
Fire Service Assessment Fee	682,954
Repair & Maintenance	
Tires	3,000
Radar Certification	3,000
Misc Vehicle Repairs	17,000
Speedometer Certification	250
Copier Maintenance	2,264
Communication Services	
Dispatch Fee	47,363
Survey Monkey	372
360 Labs	25,000
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	42,500
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	15,000
Accreditation Materials	15,000
Capital Equipment - Rental & Leasing	
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 Ford Fusion - #46	5,366
2022 Vehicle - #48	9,112
Capital Equipment - Other	
Radios	10,000
Axon Cameras	0
Weapons/Holster Systems	35,000
Total Police Department	2,381,272
Code Enforcement	
Special Magistrate	3,500
Compliance Actions	7,500
Misc	200
Postage	500
Communications	
Email Service & Archiving	0
Computer Maintenance	0
Code Officer	12,500
Workstations Capital Equipment	2,520
Total Code Enforcement	26,720
Total	9,897,707
Committees	
Long Range Planning	0
Total Long Range Planning	0
Parks & Recreation	
Parks & Rec Committee Events & Expenditures	60,000
Total Parks & Recreation Committee	60,000
Tree Board	
Tree Board Committee Events & Expenditures	45,000
Total Tree Board	45,000
Historical Preservation	
Historical Preservation Board Events & Expenditures	44,000
Total Historical Preservation	44,000
Elders	
Elders Committee Events & Expenditures	5,000
Total Elders	5,000

WAYS Committee	
WAYS Committee Events & Expenditures	1,500
Total WAYS Committee	1,500
Total Committee	155,500
Total General Fund Expenditures	10,053,207

Stormwater Fund Expenditures
Expenditures

Salaries	35,350
Overtime	0
FICA	2,192
FICA Medicare	513
Retirement	3,535
Workers Comp	3,443
Health Insurance	9,666
Dental Care	320
Vision	52
Life/AD&D	81
Professional Services	
Sweeping	6,000
NPDES Compliance	10,000
Storm Drainage Services	60,000
General Engineering Services	25,000
Swale Maintenance	25,000
KHA - SW Projects	10,000
SW Master Plan	75,000
Operating Supplies	200
Stormwater Projects	78,491
Capital Equipment - Rental Leasing	
2016 Ford F700 Dump Truck 50%	4,414
2016 Motorgrader 50%	8,745
Total	358,002
Total Expenditures Fund 01 & Fund 04	10,411,209

SUMMARY

Revenues	10,411,209
Expenditures	10,411,209
Difference	0

