CITY OF MOUNT DORA

City Hall
510 N. Baker St.
Mount Dora, FL 32757

Mayor Crissy Stile

Vice-Mayor Marc Crail
District 4

Councilmember John Cataldo
District 1

Councilmember Cal Rolfson
District 2

Councilmember Austin Guenther
District 3

Councilmember Nate Walker
District 5

Councilmember Doug Bryant
At-Large

MOUNT DORA CITY COUNCIL
WORK SESSION
May 23, 2022, 10:00 AM
City Hall Board Room, 510 N. Baker Street

WORK SESSION AGENDA

CALL TO ORDER

ROLL CALL

DISCUSSION ITEMS

1. Set Budget Parameters for Fiscal Year 2022-23 2

FUTURE MEETING DATES

- June 7, 2022, 6:00 P.M, Regular Session
- June 13, 2022, 10:00 A.M. Work Session
- June 21, 2022, 6:00 P.M., Regular Session
- June 27, 2022, 10:00 A.M., Work Session

ADJOURNMENT

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE AT THIS MEETING WITH RESPECT TO ANY MATTER CONSIDERED AT ANY MEETING OR HEARING, SUCH PERSON MAY NEED A RECORD OF THESE PROCEEDINGS. FOR SUCH PURPOSE, A PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. VERBATIM RECORD WILL NOT BE PROVIDED BY THE CITY OF MOUNT DORA.

NOTICE: IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, PERSONS NEEDING A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT JESSICA BURNHAM, CITY CLERK, AT LEAST 48 HOURS PRIOR TO THE PROCEEDINGS. TELEPHONE (352) 735-7126 FOR ASSISTANCE. IF HEARING IMPAIRED, TELEPHONE THE FLORIDA RELAY SERVICE NUMBERS, (800) 955-8771 (TDD) OR (800) 955-8770 (VOICE) FOR ASSISTANCE.

510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: **May 23, 2022**

TO: **Honorable Mayor and City Council Members**

FROM: **Patrick C. Comiskey, City Manager** Patrick C. Comiskey

SUBJECT: Set Budget Parameters for Fiscal Year 2022-23

Introduction:
This is an opportunity to deliver to City Council a Budget Presentation in reference to the upcoming Fiscal Year 2022-2023 Budget.

Discussion:
The City Staff is updating the City Council on the following items:
1. New FTEs request
2. Historical FTEs
3. Set Up Budget parameters
4. Budgetary Next Steps

Budget Impact:
Documents will be provided for City Council review and discussion.

Strategic Impact:
N/A

Recommendation:
The City Council interactively discuss budget direction with the City Manager, Interim Finance Director and Budget Officer.

Attachment(s):
1. Budget Workshop May 23rd

Prepared by:	Aneta Barton, Budget Officer	
Reviewed by:	Jessica Burnham, City Clerk	Approved - 5/20/2022
	Jeanann Hand, Deputy City Clerk	Approved - 5/20/2022
	Patrick Comiskey, City Manager	Final Approval - 5/20/2022

CITY OF MOUNT DORA

CITY OF MOUNT DORA, FL

Budget workshop

May 23rd, 2022

OVERVIEW

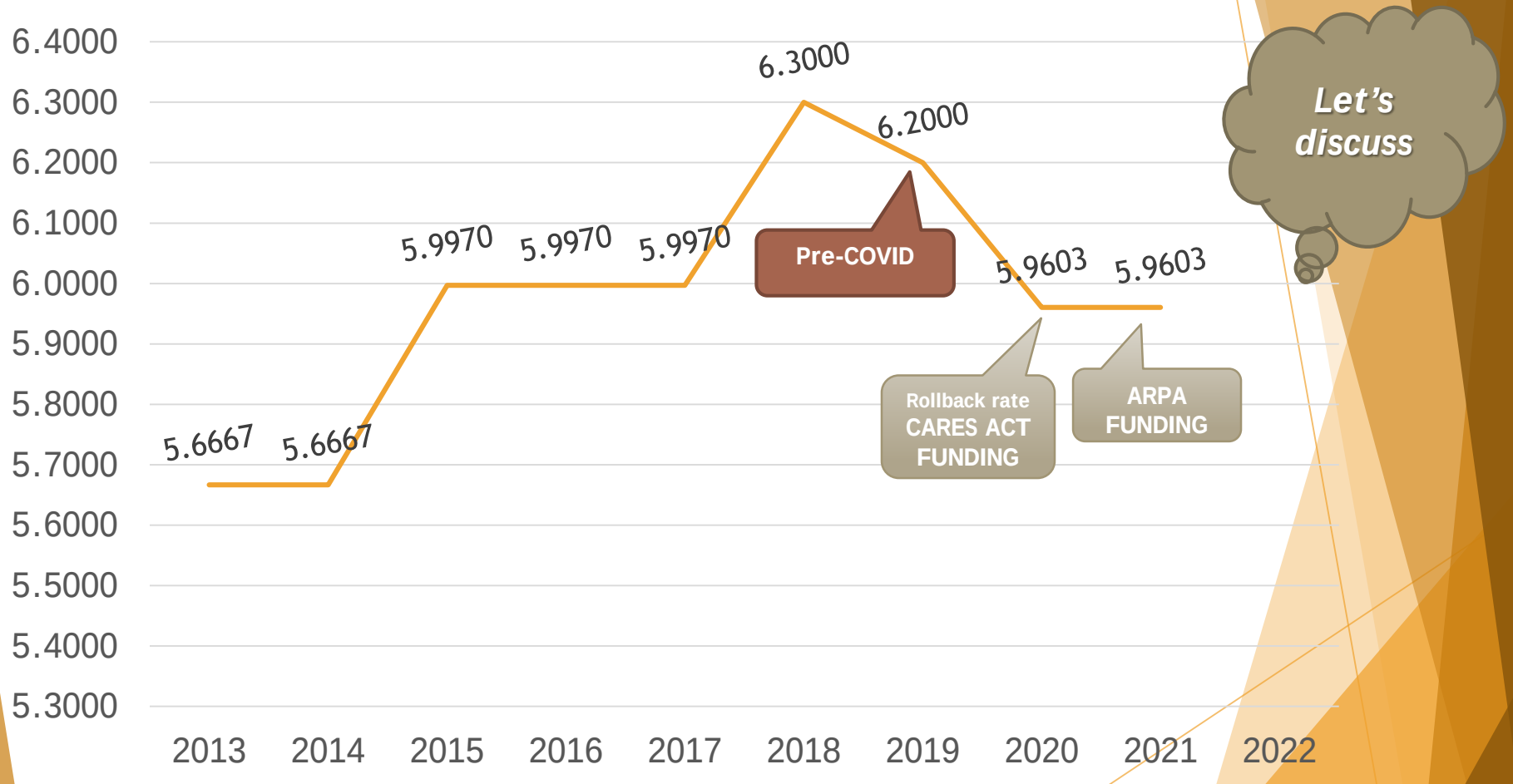
- Guiding Principles
- Historical Mileage Rate
- Future Assumptions
- Master Fee Schedules
- Requested Positions
- Cost Allocations
- Next Steps

GUIDING PRINCIPLES

- Increase service levels:
  - Urban Forestry (approx. $30,000 a year);
  - Routine street sweeping dedicated to Downtown CRA
    - Street sweeper (approx. $210,000 capital purchase)
    - PT worker 20 hr a week – utilizing existing staff or new hire
- Maintain City's basic infrastructure;
- Maintain the public's safety;
- Assure compliance with all federal, state and local laws and codes;
- Retain employees - competitive pay and benefits;

Historical Millage Rate

CITY OF MOUNT DORA



Future assumptions

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Pre-preliminary estimates of the Gross Taxable Value come from Lake County Property Appraiser in mid -June

	Tax year 2021 FY 2021-22	*Assumption Tax year 2022 FY 2022-23*	Notes
Gross Taxable Value	$ 1,389,926,734	*$ 1,459,423,071*	*5% increase*
Adopted Millage Rate	5.9603	*Goal - 5.9603*	*CPI in April 8.3%*
Maximum Millage Rate	6.2000	*6.2000*	
NET Taxes	$ 7,870,161	*$ 8,263,669*	*$ 393,508*

Master Fee Schedules

The Master Fee Schedules to be reviewed:

- Electric – 2018-R-18
- Sanitation – Resolution 2018-90
- Stormwater – Resolution 2019-116
- Water / Wastewater – Resolution 2019-116

Rate	FY2021	FY2022
Stormwater	$ 10.00	Raftelis study in process
Sanitation	$ 20.93	Raftelis study in process
Water	3.6%	Raftelis study in process
Sewer	3.6%	Raftelis study in process
Reclaim	3.6%	Raftelis study in process
Effective Date	*01/18/2022*	

Requested positions

- General Fund
  - 1 FTE Senior Planner instead of Planner (still evaluating)
  - On Call Pay for PW Building Employees
  - 3 Part Time Dispatchers (still evaluating)
- CRA
  - PT Street Sweeping Operator (still evaluating)

Cost Allocation

- Allocation model was initially Implemented in Fiscal Year 2019 – 2020 and review recently by Raftelis (consulting firm) in Jan 2022.
  - Allocation model is based on numerous indexes including:
    - % of FTE
    - % of Budget
    - % of Transactions
    - % of Inventory
    - % of Devices
  - Reviewed and updated annually by Finance Director

It has been determine by the City Manager that we will follow the same model in FY 2022-23 as we did last FY

NEXT STEPS

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- Budget Workshops
  - Fire Assessment and CIP – June 13th – 10:00 am
  - Enterprise & Internal Service Funds – June 27th – 10:00 am
  - Governmental Funds – July 25th – 10:00 am
  - Final Budget Workshop – August 29th - 10:00 am
- Meeting for Action Items
  - Adopt Preliminary Fire Assessment rate resolution – June 21st - Regular Council Meeting 6 pm
  - Set Maximum Millage – July 19th – Regular Council Meeting 6 pm
- Public Hearings
  - Fire Assessment September 6th – 6:00 pm
  - 1st Tuesday September 6th – 6:00 pm
  - 2nd Tuesday September 20th – 6:00 p.m.

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QUESTIONS

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