City of Mount Dora
510 North Baker Street
Mount Dora, Florida 32757
352-735-7126

Mount Dora City Council

Mount Dora City Hall Board Room
510 North Baker Street, Mount Dora, Florida 32757
July 8, 2024, 6:00 PM

WORKSHOP AGENDA

CALL TO ORDER

ROLL CALL

DISCUSSION ITEMS

1. Capital Outlay, CIP and Enterprise Funds Overview

UPCOMING MEETING DATES

- Tuesday, July 16, 2024, 6:00 PM, Regular Session
- Monday, July 22, 2024, 6:00 PM, Budget Workshop: Governmental Funds, Internal Services
- Tuesday, August 6, 2024, 6:00 PM, Regular Session
- Tuesday, August 20, 2024, 6:00 PM, Regular 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 THE 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: **July 8, 2024**

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

FROM: **Vince Sandersfeld, City Manager**

SUBJECT: Capital Outlay, CIP and Enterprise Funds Overview

Introduction:
This is an opportunity to provide a Budget Presentation to City Council in reference to the upcoming Fiscal Year 2024-2025 Budget.

Discussion:
City Staff will provide an update to City Council on the following items:

1. Capital Expenditures
    - Capital Outlay
    - Capital Improvements
2. Enterprise Funds Budget Overview
3. Rates
4. Utility Customer Base
5. 410 Electric Fund
6. 421 Water/Wastewater Fund
7. 430 Sanitation Fund
8. 440 Stormwater Fund
9. Next steps in a budget process

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

Strategic Impact:
N/A

Recommendation:
City Council interactively discuss budget direction with the City Manager and Budget Officer.

Attachment(s):

1. Budget%20Workshop%20July%208th%202024

Prepared by:	Vince Sandersfeld, City Manager	
Reviewed by:	Matthew Dodson, Budget Officer	Approved - 6/24/2024
	Rita Meade, Finance Director	Approved - 6/24/2024
	Jeanann Hand, City Clerk	Approved - 6/24/2024
	Vince Sandersfeld, City Manager	Final Approval - 6/24/2024

CITY OF
MOUNT DORA, FL

Budget workshop
July 8th, 2024

OVERVIEW

- Capital Expenditures
  - Capital Outlay
  - Capital Improvements
- Enterprise Funds Budget Overview
- Rates
- Utility Customer Base
- 410 Electric Fund
- 421 Water/Wastewater Fund
- 430 Sanitation Fund
- 440 StormWater Fund
- Next steps

Capital Expenditures

Capital Expenditures

Types of Capital Expenditures

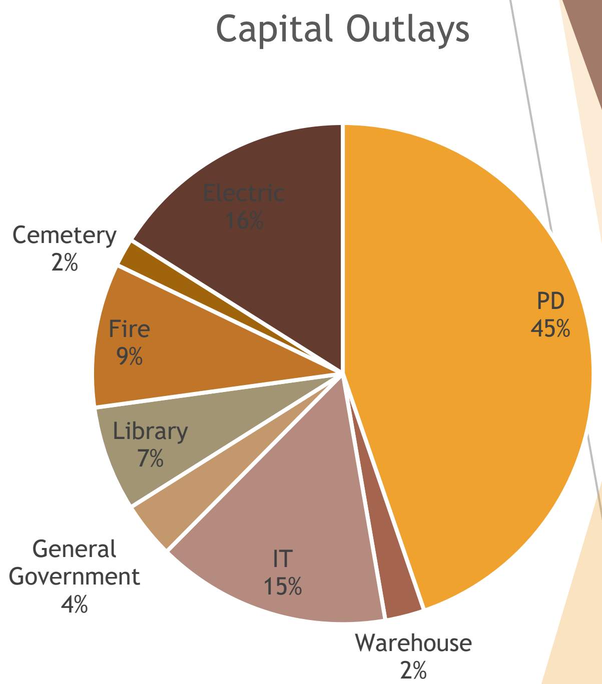
Capital Outlays	CIP - Projects
Tangible asset $5,000 or more in value and useful life more than 1 year (machinery, equipment)	Capital Improvement Plan/Program/Projects

Funding Process per Capital Expenditure

NEW FUNDING	CARRYOVERS
New monies from the FY24-25 budget	Unused monies from last Fiscal Year (2023-24)

Capital Outlay – CM Recommended

Project Name	Proposed 2024-25	Dept.
001 - General Fund	$ 1,091,252	Dept.
Electric Reach Fork Lift	42,000	Warehouse
Four 2025 Chevy Tahoe - Administration Vehicles	578,000	PD
Two 2025 Ford Explorer - Patrol Vehicles	130,000	PD
Four motorola m500 in care camera system w V300	31,252	PD
IT - Confidential	250,000	IT
Urban Forester - 2 Ford Maverick	60,000	General
126 - Library Impact Fund	$ 112,040	
3 NewLine Interactive Qpro 86" multi-touch displays	19,040	Library
Library Collections	93,000	Library
131 - Fire Assessment Fund	$ 154,000	
Three Thermal Imaging Cameras	15,000	Fire
Replacement Firefighting - Bunker Gear	81,000	Fire
SCBA Mask - Replacement	58,000	Fire
150- Cemetery	$ 30,000	
Above Ground Niche	30,000	Cemetery
410 - Electric	$ 265,000	
Bucket Truck - Replacement of 08-002	265,000	Electric
Total	$ 1,652,292	



General Capital (310) Capital improvements requested

Dept.	Project Name	New Projects 2024-25	2025-26	2026-27	2027-28	2028--29	Totals
Library	Simpson Farmhouse Expansion	157,500	1,272,000				1,272,000
Library	Library Carpeting Replacement	85,000					-
Police	New metal building of the Baker Lot - revisit and move to future	495,000					495,000
Parks	Dog Park Relocation - move to future	525,000					525,000
Parks	Waterfront Engineering and Design	500,000		-	-		-
Parks	Foress Playground Turf Replacement - ADA	105,000					105,000
Parks	Evans Park Ampitheater	1,995,000					1,995,000
Parks	Donnelly Park Renovation including Stormwater erosion issues	500,000					500,000
Parks	Summerview Park - Musco Field Lighting - Pickleball & Basketball Courts	223,335	-	-	-		-
Parks	Lincoln Ballfields - Musco Field Lighting Update	320,000					-
Parks	Community Building Interior Renovations	210,000					-
Parks	Palm Island Pavilion	104,500					-
Parks	Sylvan, Stein & Pinecrest Park Renovations - Sidewalks, Pathways & Landscaping	105,000					-
Fire	Fire Station 34 Renovation	2,520,000					-
PW	11th Ave Traffic Calming - Addt. Funding	157,500	1,800,000				1,800,000
PW	Donnelly Street Repaving - Limit to 441 Eng	350,000	3,650,000				3,650,000
PW	Pedestrian Crossings	105,000	120,000	120,000	120,000	120,000	585,000
PW	Reconstruction of Park Forest BLVD	210,000	2,400,000				2,610,000
PW	Street Resurfacing program	1,050,000	1,200,000	1,200,000	1,200,000	1,200,000	5,852,900
PW	Sidewalk ADA Compliance R&R	525,000	600,000	600,000	600,000	600,000	2,925,000
PW	Traffic Calming	315,000	360,000	360,000	360,000	360,000	1,755,000
PW	Tree Replacement	63,000	72,000	72,000	72,000	72,000	551,000
Parks	Annex Roof Replacement	98,700					-
IT	Fiber Upgrades	250,000					-
Streets	Donnelly Street Repaving - 5th St to Limit Ave	3,940,000					-
CRA	Downtown Streetscape - Future Phases Plan - BOND	350,500	3,760,500				3,760,500
CRA	Kiosk Replacement	190,000	244,000				244,000
CRA	Signage	30,000		30,000		32,000	62,000
NE-CRA	Redevelopment Project - Property Purchase	200,000	200,000	200,000	200,000	200,000	800,000
NE-CRA	Community Resource & Recreation Center Construction Phase 1 Construction	16,000,000	500,000	500,000			17,000,000
NE-CRA	Signage and Community Beautification	20,000	25,000		26,000		71,000
NE-CRA	Northeast Streetlight Enhancement Program	25,000		30,000			55,000
		31,725,035	16,203,500	3,112,000	2,578,000	2,584,000	46,613,400

General Capital (310) Capital improvements revised

Dept.	Project Name	New Projects 2024-25
Library	Simpson Farmhouse Expansion	157,500
Library	Library Carpetting Replacement	85,000
Fire	Fire Station 34 Renovation	2,520,000
PW	11th Ave Traffic Calming - Addt. Funding - 111	157,500
PW	Donnelly Street Repaving - Limit to 441 Eng - 111	350,000
PW	Pedestrian Crossings - 111	105,000
PW	Sidewalk ADA Compliance R&R- Operating	525,000
PW	Traffic Calming-Operating	315,000
PW	Tree Replacement - Tree Bank - Operating budget	63,000
Parks	Annex Roof Replacement & Renovation	315,000
IT	Confidential	250,000
Streets	Donnelly Street Repaving - 5th St to Limit Ave-111	980,000
CRA	Downtown Streetscape - Future Phases Plan	350,500
CRA	Kiosk Replacement	190,000
CRA	Signage	30,000
NE-CRA	Redevelopment Project - Property Purchase	200,000
NE-CRA	Community Resource & Recreation Center Construction Phase 1 Construction - Bond/Debt	16,000,000
NE-CRA	Signage and Community Beautification	20,000
NE-CRA	Northeast Streetlight Enhancement Program	25,000
	Total	**22,638,500**

General Capital (310) Capital improvements 5 year plan

Dept.	Project #	Project Name	2025-26	2026-27	2027-28	2028-29	Totals
CRA	NEW	Streetlight Enhancement	-	75,500	-	-	75,500
CRA	NEW	Parking Solutions	625,000	-	-	-	625,000
NE-CRA	NEW	Information Kiosk	30,000	-	39,000	-	69,000
Parks	NEW	Waterfront Master Plan	525,000	-	-	-	525,000
Parks	NEW	Evans Park Ampitheater - Result of waterfront master plan, Phase I	1,995,000	-	-	-	1,995,000
Parks	NEW	Summerview Park - Musco Field Lighting - Pickleball & Basketball Courts	223,335	-	-	-	223,335
Parks	NEW	Lincoln Ballfields - Musco Field Lighting Update	320,000	-	-	-	320,000
Parks	NEW	Community Building Interior Renovations	210,000	-	-	-	210,000
			3,928,335	75,500	39,000	-	4,042,835

ELECTRIC (FUND 415) CAPITAL IMPROVEMENTS REQUEST

CITY OF MOUNT DORA

Project #	Project Name	New Projects 2024-25	2025-26	2026-27	2027-28	2028-29	Total
EL2220	Substation	270,000	122,000	125,500	129,000	132,500	979,000
EL2202	Advanced Metering Infrastructure (AMI) - Addt. funds	650,000	787,000	90,000	90,000	90,000	2,307,000
EL2402	Mount Dora Groves - Developer Project - Addt. funds	312,500					312,500
EL2302	Roundabout - 19A & Eudora Rd.	156,500					227,500
EL2301	Commercial Underground - Dora Drawdy Underground Conversion	20,000					220,000
NEW	Donnelly St UG Conversion w/ SL -Commercial UG	368,000		167,000	116,000	-	651,000
NEW	Yardly - Developer's Reimbursed	814,500					814,500
NEW	One Oak - Developer's Reimbursed	400,000					400,000
	5 year CIP planning						
NEW	M599 - New Circuit - MD Groves			175,000			175,000
NEW	M595 11th street	-	-	571,000	-	-	571,000
NEW	Baker St. UG Conversion-Commercial UG	-	-	-	322,000	-	322,000
NEW	Old Eustis Circuit Tie	-	-	-	-	397,000	397,000
NEW	Sylvan Shores UG Conversion	-	-	-	-	397,000	397,000
	TOTAL USES	$ 2,991,500	$ 909,000	$ 1,128,500	$ 657,000	$ 1,016,500	$ 7,773,500

All of the above projects are fully funded for this year and are already incorporated into the budget

Water/Wastewater (Fund 425)
Capital Improvements Request

CITY OF MOUNT DORA

Project #	Project Name	New Projects 2024-25	2025-26	2026-27	2027-28	2028--29	Total
NEW	WWTP #2 New mirror plant - Engineering/design 24-25	6,300,000	36,000,000	36,000,000			78,300,000
WA2403	Eudora Roundabout Utility Relocation - Addt. Funding	300,000					300,000
NEW	WTP #1 Perimeter Fencing	39,000					39,000
NEW	WTP #1 Well #1 Abandonment	68,200					68,200
NEW	WTP #2 AC for High Service Pump Room	47,000					47,000
NEW	WWTP #1 Clarifier Rehab	1,102,500					1,102,500
NEW	WWTP #1 Bar Screen Replacement	440,000					440,000
NEW	WWTP #1 Downtown Forcemain Replacement	4,400,000					4,400,000
NEW	WWTP #2 Mixer Installation	178,500					178,500
NEW	WWTP #2 Aeration Basin Automation	265,000					265,000
NEW	WWTP #2 RAS VFD Conversion	222,500					222,500
NEW	WWTP #2 Bar Screen Rehab	131,250					131,250
NEW	WWTP #2 Turbine Mixer Replacement	78,750					78,750
NEW	Sanitary Sewer Inspection	110,000					110,000
NEW	Generator Replacement at Lift station 9 & 15	148,200					148,200
NEW	Collections system Pipe Lining	262,500					262,500
NEW	Engineering Study Potable - Lakeshore Drive	140,000					140,000
NEW	Lift Station Rehab Project - R&R?	720,500					720,500
NEW	Replacement of 8" Force main sanitary line at Sunrise Blvd.	225,750					225,750
NEW	Engineering Study Potable Water Service Area Near Lakeshore Drive for Water Main Improvements	140,000					140,000
WW2216	Utility GIS	194,250	210,250				404,500
	TOTAL USES	**$ 15,513,900**	**$ 36,210,250**	**$ 36,000,000**	**$ -**	**$ -**	**$ 87,724,150**
	Total without WWTP #2 Mirror Plant	**$ 9,541,650**			**$ -**	**$ -**	**$ 9,541,650**

Water/Wastewater (Fund 425) capital improvements revised

Project #	Project Name	New Projects 2024-25	2025-26	2026-27	2027-28	2028--29	Total
NEW	WWTP #2 New mirror plant - Engineering/design 24-25	6,300,000	36,000,000	36,000,000			78,300,000
WA2403	Eudora Roundabout Utility Relocation - Addt. Funding	300,000					300,000
WW2216	Utility GIS	194,250	210,250				404,500
	TOTAL USES	$ 6,676,750	$ 36,210,250	$ 36,000,000	$ -	$ -	$ 79,004,500

All of the above projects <u>are fully funded</u> for this year and are already incorporated into the budget

Stormwater (Fund 445)
Capital Improvements Request

Project #	Project Name	New Projects 2024-25	TOTAL FY24-25 BUDGET	2025-26	2026-27	2027-28	2028-29	Total
SW2406	Forrest Park Drainage and Paving - Addt. funds for Construction	105,000	105,000	-	-	-	-	105,000
SW2405	Street Resurfacing and Repair - St. Andrews Country Club	1,575,000	1,575,000					1,575,000
SW1901	Donnelly St Drainage Improvements	900,000	900,000					900,000
NEW	Unser Pond Relocation	180,000	180,000	1,500,000	-	-	-	1,680,000
NEW	Liberty Avenue Stormwater Implement Phase II (from tracks to lake)	980,000	980,000		-	-	-	980,000
NEW	Liberty Avenue Storm Sewer Installation - Railroad Crossing to Tremain		105,000	105,000	1,350,250			
NEW	Johns Street Roadway Improvements	115,500	115,500	720,000				835,500
	TOTAL USES	$ 3,960,500	$ 3,960,500	$ 3,570,250	$ -	$ -	$ -	$ 7,530,750

STORMWATER (FUND 445) CAPITAL IMPROVEMENTS REVISED

Project #	Project Name	New Projects 2024-25	TOTAL FY24-25 BUDGET	2025-26	2026-27	2027-28	2028-29	Total
SW2406	Forrest Park Drainage and Paving - Addt. funds for Construction	105,000	105,000	-	-	-	-	105,000
SW2405	Street Resurfacing and Repair - St. Andrews Country Club	1,575,000	1,575,000					1,575,000
SW1901	Donnelly St Drainage Improvements	900,000	900,000					900,000
	TOTAL USES	$ 2,580,000	$ 2,580,000	$ -	$ -	$ -	$ -	$ 7,530,750

All of the above projects cannot be funded at this time. Recommending utilization of fund balance to fund necessary projects.
In Raftelis Rate Study in 22-23, we have only incorporated $300,000 a year in Capital Projects

Enterprise funds

Enterprise Funds explained

Account for a "business type activities" – similar to those found in the private sector

Laws and regulations require that the activities cost of providing services including capital expenses be recovered fully with fees and charges for service instead of taxes

Activities in this fund to be financed solely with revenue debt instead of governmental obligation debt

Enterprise Funds Budget Overview

		FY 2024/25 Proposed
Enterprise Funds Operating Budget	**$**	**22,738,825**
Electric		10,155,761
Water/Wastewater		8,452,185
Sanitation		3,473,307
Stormwater		657,572
Capital Outlay portion	**$**	**265,000**
Electric		265,000
Water/Wastewater		-
Stormwater		-
Capital Improvement Projects portion	**$**	**12,365,750**
Electric		2,991,500
Water/Wastewater		6,794,250
Stormwater		2,580,000
Enterprise Debt portion (Principal and Interest)	**$**	**1,695,593**
Water/Wastewater		1,695,593
TOTAL BUDGET	**$**	**37,065,168**

		FY 2024/25 Proposed
Electric		13,412,261
Water/Wastewater		16,942,028
Sanitation		3,473,307
Stormwater		3,237,572
TOTAL BUDGET	**$**	**37,065,168**

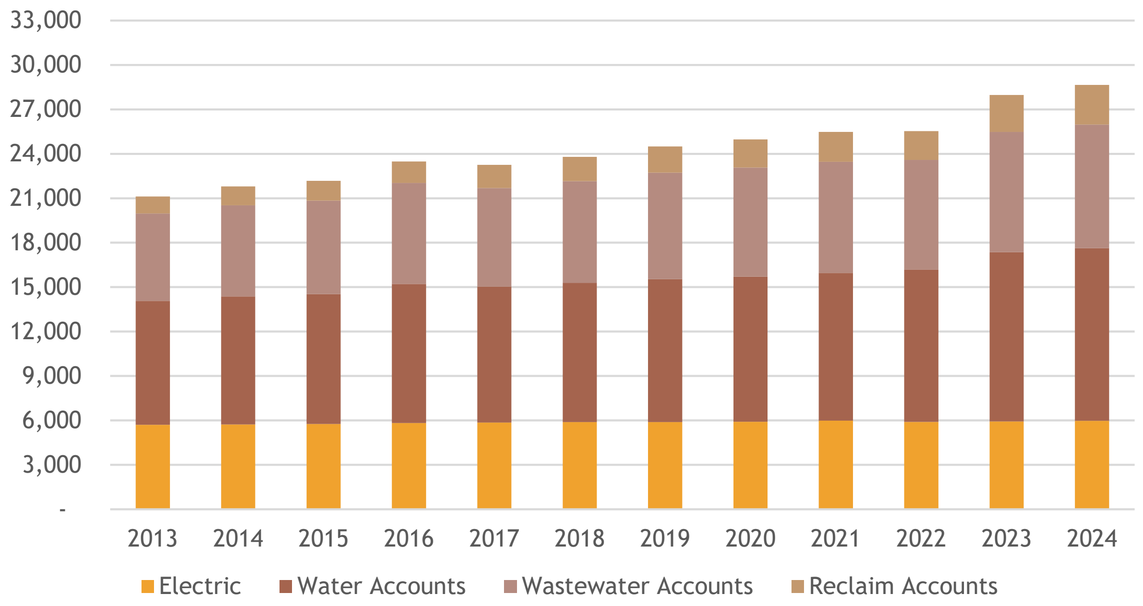
Rates Recap

Rates	
Electric	Reviewed with Electric Dept. Director
Water: Wastewater:	8.5% increase per 22-23 Raftelis Study 13.75% increase per 22-23 Raftelis Study
Sanitation	$.44 Increase from $25.00 to estimated $25.44 monthly *- to help recover reserves**
Stormwater	$18.90 Monthly *- to accommodate CIP*

All the rates will be re-evaluated by December and taken to council for approval – all have effective date as of January 1st

Utility Customer Base

	Number of Customer Accounts
Electric	5,972
Electric	5,972
Water/Wastewater	22,688
Water Accounts	11,665
Wastewater Accounts	8,338
Reclaim Accounts	2,685
Sanitation	6,774
Sanitation	6,774
Stormwater	6,923
Stormwater	6,923
TOTAL NUMBER OF ACCOUNTS	**42,357**



Electric fund

Electric Rates

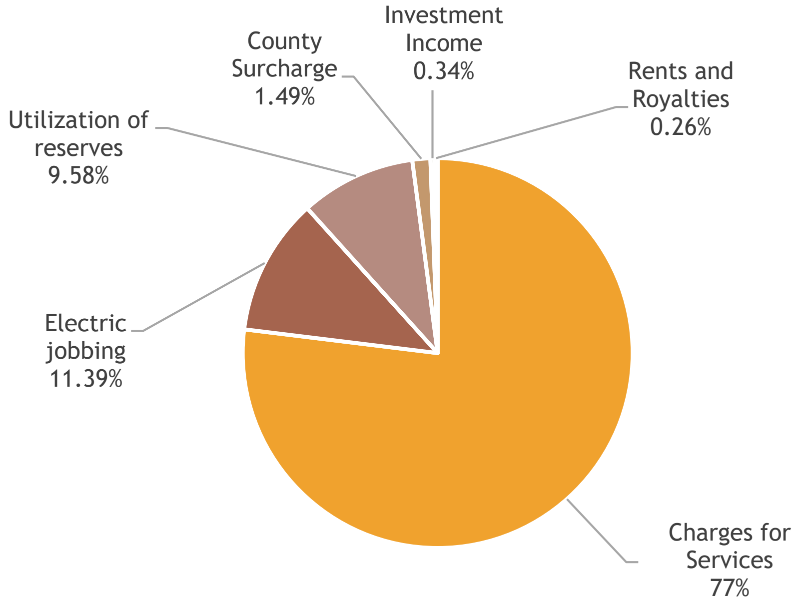
Electric Rates consist of two major components and are adjusted every October and April or as necessary to recover fuel costs

- Power Cost
- Base Rate

Power Cost	Base Rate
Power Cost Charge incorporates: -Wholesale Power rate - Fuel Cost projections - Transmission Service	Perform detailed rate study no less than every three years – Current Reso.
Power Cost charge is simply a "pass-through" mechanism to recover actual purchase of power from OUC	During a year when no rate study is performed – increase per Annual Price index – Florida Public Service Commission
Power Cost Charge is updated every 6 months due to potential fluctuations energy sales and fuel costs	With the new base rate increase and power cost charge, the plan is to keep the overall rate with no increase

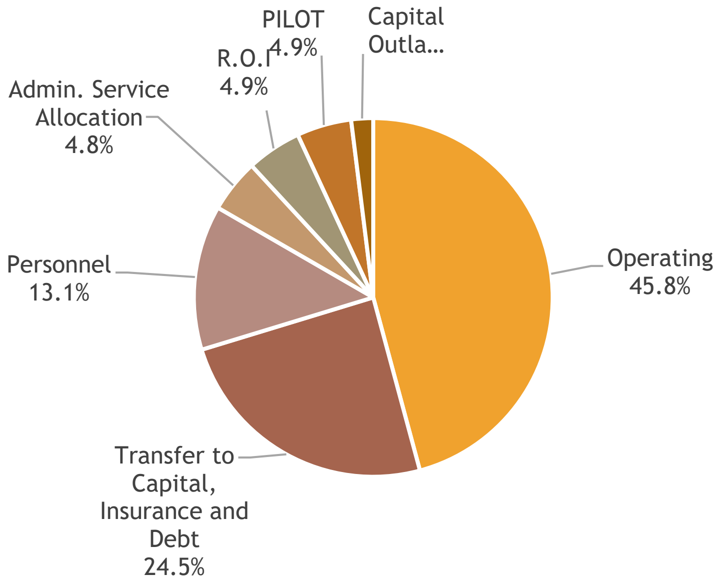
Electric Revenues

REVENUES	FY 2024/25 Proposed	% of Total
Charges for Services	$10,320,052	76.94%
Electric jobbing	$1,527,000	11.39%
Utilization of reserves	$1,285,209	9.58%
County Surcharge	$200,000	1.49%
Investment Income	$45,000	0.34%
Rents and Royalties	$35,000	0.26%
Total	**$13,412,261**	**100%**



Electric Expenditures

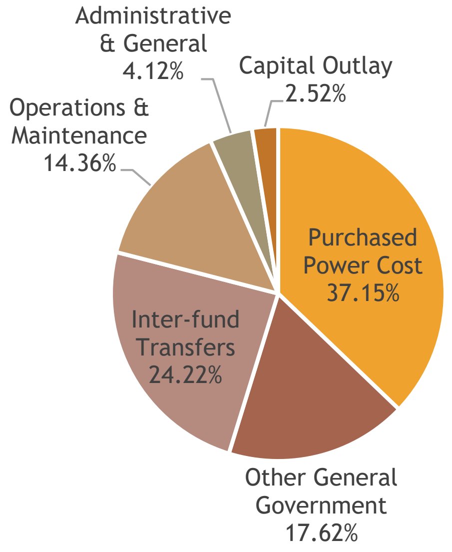
EXPENSE	FY 2024/25 Proposed	% of Total
Operating	$6,143,848	45.81%
Transfer to Capital, Insurance and Debt	$3,283,576	24.48%
Personnel	$1,750,500	13.05%
Admin. Service Allocation	$644,137	4.80%
R.O.I	$663,300	4.95%
PILOT	$661,900	4.94%
Capital Outlay	$265,000	1.98%
Total	**$13,412,261**	**100%**



All projects reviewed earlier are incorporated into this budget

Electric Divisions

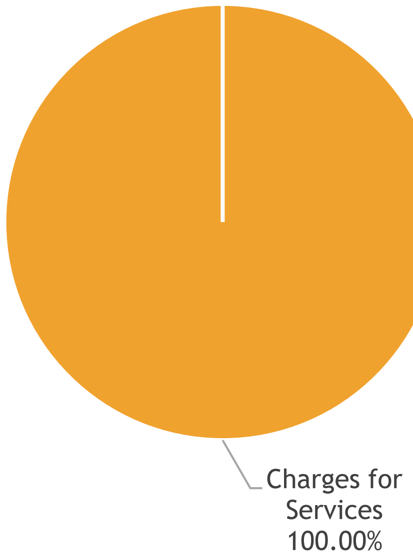
Division Expenditures	FY 2024/25 Proposed	% of Total
Purchased Power Cost	$4,982,600	37.15%
Other General Government	$2,363,101	17.62%
Inter-fund Transfers	$3,248,576	24.22%
Operations & Maintenance	$1,926,619	14.36%
Administrative & General	$552,865	4.12%
Capital Outlay	$338,500	2.52%
Total	**$13,412,261**	**100%**



Water/Wastewater Fund

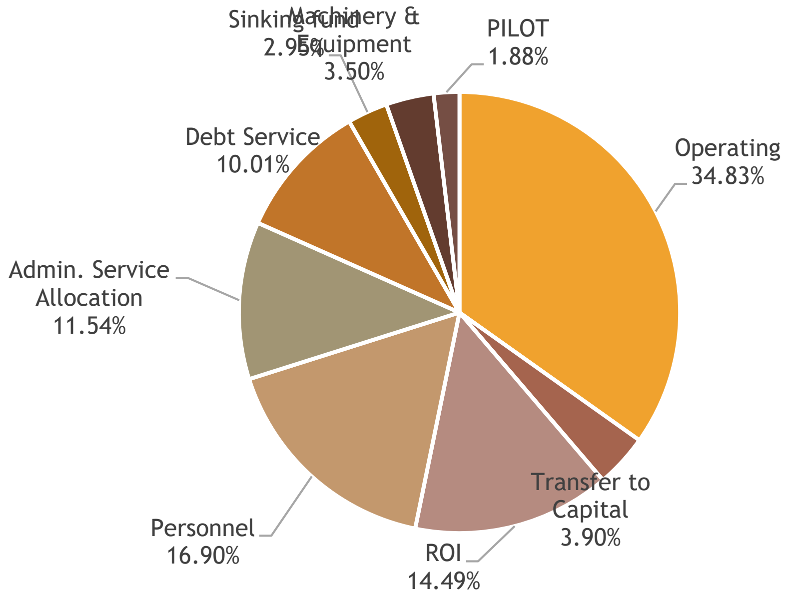
Water/Wastewater Revenues

REVENUES	FY 2024/25 Proposed	% of Total
Charges for Services	$16,942,028	100.00%
Total	**$16,942,028**	**100%**



Water/Wastewater Expenditures

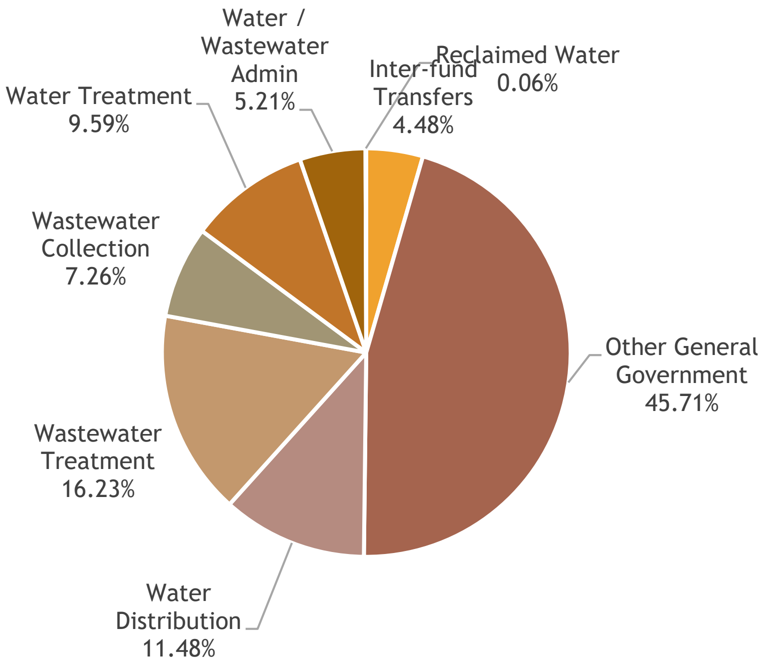
EXPENDITURES	FY 2024/25 Proposed	% of Total
Operating	$5,900,802	34.83%
Transfer to Capital	$661,122	3.90%
ROI	$2,455,000	14.49%
Personnel	$2,862,700	16.90%
Admin. Service Allocation	$1,955,561	11.54%
Debt Service	$1,695,593	10.01%
Sinking fund	$500,000	2.95%
Machinery & Equipment	$592,800	3.50%
PILOT	$318,450	1.88%
Total	**$16,942,028**	**100%**



All projects reviewed earlier are incorporated into this budget

Water/Wastewater Divisions

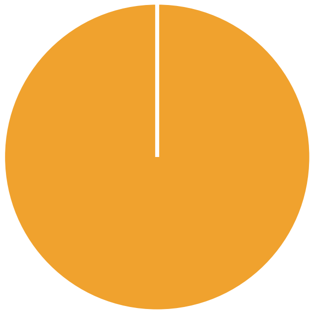
Division Expenditures	FY 2024/25 Proposed	% of Total
Inter-fund Transfers	$758,274	4.48%
Other General Government	$7,743,729	45.71%
Water Distribution	$1,945,396	11.48%
Wastewater Treatment	$2,749,496	16.23%
Wastewater Collection	$1,229,667	7.26%
Water Treatment	$1,624,103	9.59%
Water / Wastewater Admin	$881,963	5.21%
Reclaimed Water	$9,400	0.06%
Total	**$16,942,028**	**100%**



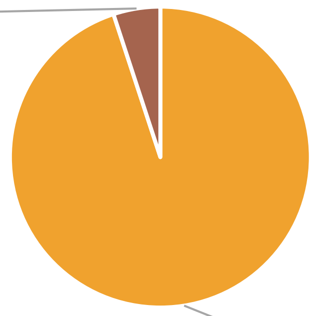
Sanitation fund

Sanitation Revenues/Expenditures

REVENUES	FY 2024/25 Proposed	% of Total
Charges for Services	$3,473,307	100.00%
Total	**$3,473,307**	**100%**



EXPENDITURES	FY 2024/25 Proposed	% of Total
Operating	$3,297,988	94.95%
Admin. Service Allocation	$175,319	5.05%
Total	**$3,473,307**	**100%**

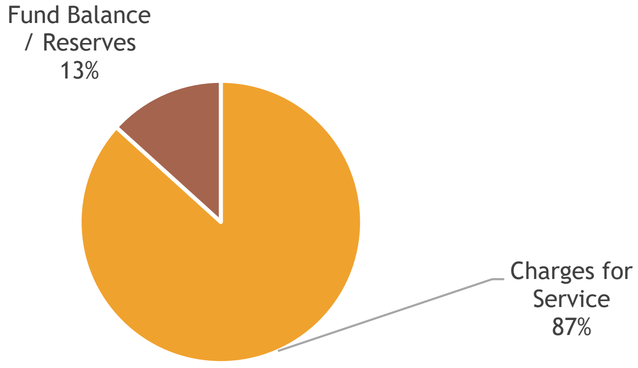


Projected 15% increase to recover projected deficit

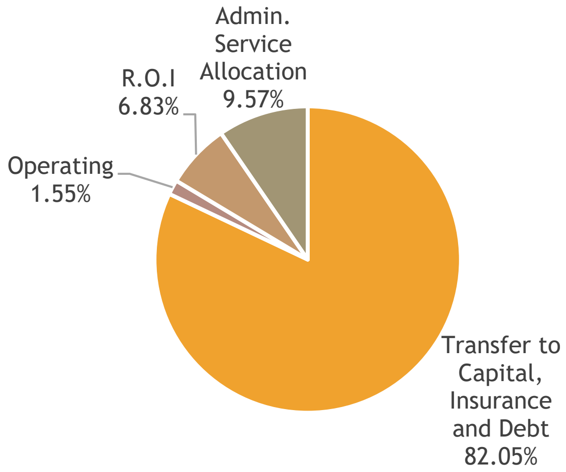
STORMWATER FUND

Stormwater Revenues/Expenditures

REVENUES	FY 2024/25 Proposed	% of Total
Charges for Service	$2,807,751	86.72%
Fund Balance / Reserves	$429,821	13.28%
Total	**$3,237,572**	**100%**



EXPENDITURES	FY 2024/25 Proposed	% of Total
Transfer to Capital, Insurance and Debt	$2,656,428	82.05%
Operating	$50,169	1.55%
R.O.I	$221,150	6.83%
Admin. Service Allocation	$309,825	9.57%
Total	**$3,237,572**	**100%**



Increase in rate is need to cover use of reserves & increase in cost of CIP

NEXT STEPS

CITY OF MOUNT DORA

Budget Workshops

- Governmental and Internal Service Funds – July 22nd – 6:00 pm
- Final Budget Workshop – August 26th – 6:00 pm

Meeting for Action Items

- Set Maximum Millage – July 16th – Regular Council Meeting 6 pm

Public Hearings

- Fire Assessment September 10th – 6:00 pm
- 1st Millage Rate and Budget, Tuesday September 3rd – 6:00 pm
- 2nd Millage Rate and Budget, Tuesday September 17th – 6:00 p.m.

QUESTIONS

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