



PORT ORANGE CITY COUNCIL

SPECIAL MEETING

Council Chambers

Tuesday, July 23, 2024 @ 5:30 PM

SPECIAL MEETING AGENDA

Pursuant to Section 3.06 of the Charter of the City of Port Orange, the Mayor has called a **Special Meeting** of the City Council to be held for the following purposes:

OPENING

1. Silent Invocation
2. Pledge of Allegiance
3. Roll Call

DISCUSSION

4. Discussion of FY 2024 - 2025 Operating Fund Budgets, Capital Outlay, and Capital Improvement Programs

ACTION

5. Set Maximum Operating Millage Rate for Fiscal Year 2024-25

ADJOURNMENT

NOTICES – PURSUANT TO SECTION 286.0105 OF THE FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT THIS PUBLIC MEETING OR HEARING, SUCH PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, SUCH 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. THE CITY DOES NOT PREPARE OR PROVIDE SUCH A RECORD.



FOR SPECIAL ACCOMMODATIONS, PLEASE NOTIFY THE CITY CLERK'S OFFICE (PHONE: 386-506-5563) AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING OR HEARING DATE.



HELP FOR THE HEARING IMPAIRED IS AVAILABLE THROUGH THE ASSISTIVE LISTENING SYSTEM RECEIVERS CAN BE OBTAINED FROM THE CITY CLERKS' OFFICE.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, CITYCLERK@PORT-ORANGE.ORG, AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING OR HEARING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 7-1-1 or 1-800-955-8771.

City Council Special Meeting

July 23, 2024

Page **2** of **2**

UPON REQUEST BY A QUALIFIED INDIVIDUAL WITH A DISABILITY, THIS DOCUMENT WILL BE MADE AVAILABLE IN AN ALTERNATE FORMAT. IF YOU NEED TO REQUEST THIS DOCUMENT IN AN ALTERNATE FORMAT, PLEASE CONTACT THE CITY CLERK WHOSE CONTACT INFORMATION IS PROVIDED ABOVE.

ANY INVOCATION THAT IS OFFERED BEFORE THE OFFICIAL START OF THE CITY COUNCIL MEETING SHALL BE THE VOLUNTARY OFFERING OF A PRIVATE PERSON, TO AND FOR THE BENEFIT OF THE CITY COUNCIL. THE VIEWS OR BELIEFS EXPRESSED BY THE INVOCATION SPEAKER HAVE NOT BEEN PREVIOUSLY REVIEWED OR APPROVED BY THE CITY COUNCIL OR THE CITY STAFF, AND THE CITY IS NOT ALLOWED BY LAW TO ENDORSE THE RELIGIOUS BELIEFS OR VIEWS OF THIS, OR ANY OTHER SPEAKER. PERSONS IN ATTENDANCE AT THE CITY COUNCIL MEETING ARE INVITED TO STAND DURING THE OPENING INVOCATION AND PLEDGE OF ALLEGIANCE. HOWEVER, SUCH INVITATION SHALL NOT BE CONSTRUED AS A DEMAND, ORDER, OR ANY OTHER TYPE OF COMMAND. NO PERSON IN ATTENDANCE AT THE MEETING SHALL BE REQUIRED TO PARTICIPATE IN ANY OPENING INVOCATION THAT IS OFFERED. A PERSON MAY EXIT THE CITY COUNCIL CHAMBERS AND RETURN UPON COMPLETION OF THE OPENING INVOCATION IF A PERSON DOES NOT WISH TO PARTICIPATE IN OR WITNESS THE OPENING INVOCATION.



CITY COUNCIL AGENDA ITEM

COUNCIL MEETING DATE 7/23/2024

SUBJECT: (4) Discussion of FY 2024 - 2025 Operating Fund Budgets, Capital Outlay, and Capital Improvement Programs

DEPARTMENT: Finance

GOAL: 5 - Fiscal Sustainability

RECOMMENDED MOTION: Discussion Only.

SUMMARY: Staff will provide an overview of the following Fiscal Year 2024–2025 items; operating funds, capital outlay, and capital improvement programs.

Per Florida Statute Section 200.065, the City Council must hold two public hearings as part of the Truth in Millage (TRIM) process. The first public hearing is scheduled for Wednesday, September 4, 2024, and the second and final hearing to adopt the City Wide Budget is scheduled for Wednesday, September 18, 2024. Both hearings will begin at 5:30 p.m. in City Council Chambers at City Hall, 1000 City Center Circle, Port Orange, Florida.

PRESENTER: John McKinney

ATTACHMENTS:

1.	Budget Workshop 072324 Ver7	Budget Workshop 072324 Ver6.pdf
----	-----------------------------	---------------------------------

John McKinney
John McKinney
Wayne Clark
Tracee Cody

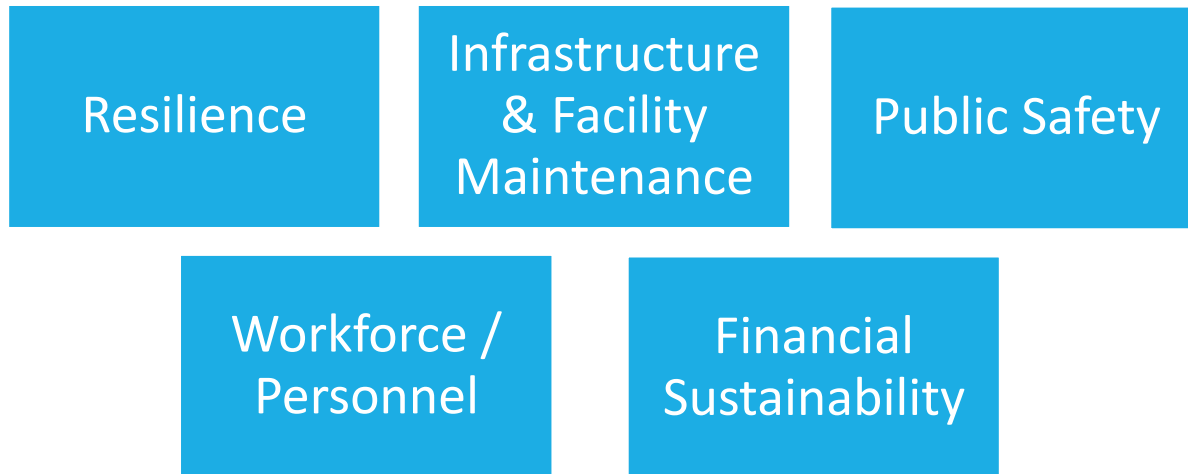
Created/Initiated - 7/10/2024
Approved - 7/10/2024
Approved - 7/18/2024
Final Approval - 7/18/2024



CITY OF PORT ORANGE, FL

**BUDGET SPECIAL
MEETING
JULY 23, 2024**

BUDGET PRIORITIES



FY2025

Key Budget Drivers

- No reductions in service levels
- Improve infrastructure deficiencies
- Slowing growth/buildout

- Salaries & Benefits (30% Citywide & 64% General Fund)
- Insurance Renewals - Health, Property & Casualty ≈10% increase
- Inflation – June CPI 12-month index 3.2%
- Fee updates – additional revenues in Enterprise & Special Revenue Funds



With this budget, the City is making responsible investments in stormwater management, public safety, roads, sidewalks and utilities so that today's challenges don't become tomorrow's emergencies

The City is also investing in our people who are the core of our organization and responsible for the quality city we have now. Our dedicated staff provide outstanding customer service and drive the innovation and efficiencies that allow us to provide services at a great value.

IMPROVEMENTS & ACCOMPLISHMENTS

Staff-initiated Improvements with Budget Impacts

- Tyler transition
- Debt Purchase model
- 2023 Fee Updates
- DB Shores electronic utility payments
- Utility plants treatment chemicals portion control
- In-house utility lab nutrient testing
- \$15m State Revolving Loan funding for sewer plant upgrades
- Utility Incident Management Response System (Daupler) update
- Bulk fuel contract
- Fleet Management – software, parts, preventative maintenance, vehicle preparation, capital leases
- Infrastructure plans for grant eligibility – stormwater, wastewater, water, vulnerability assessment
- Sidewalk repair contractors
- Lift station conversions - lower operating and maintenance costs
- Robot for lining athletic fields

Other Staff Accomplishments

- 20-year Consumptive Use Permit
- Police Department reaccredited
- Assistant City Manager – Customer Service Team
- See Click Fix – tripled usage & reduced days to complete by over 50%
- Stormwater improvements at Sleepy Hollow, Southwinds, Sugar Forest and Banbury
- Construction Management/Capital Projects process changes
- Intergovernmental coordination and partnerships

FY 2024 -25 PROPOSED BUDGET DETAIL

FY25 Budget Overview

- Citywide Total Budget \$ 169,214,752
 - General Fund \$ 61,321,510
 - Operating Millage rate of 4.9999
 - GO Bond Millage rate of 0.1720
- Salaries and Benefits \$ 52,036,754
- Capital Improvement Projects \$ 28,091,425
- Capital Outlay and Fleet \$ 6,249,677

FY 2024 -25 Proposed Budget

All Funds	Amount
General Fund (Millage 4.9999)	\$ 61,321,510
Enterprise Funds (i.e., Water/Sewer, Solid Waste, Stormwater, Golf)	71,190,308
Capital Funds (i.e., Transportation, General Fund Capital)	13,328,938
Internal Service Funds (i.e., IT, Vehicles, Risk)	10,380,008
Special Revenue Funds (i.e., Building, Grants, Impact Fees, CRA)	10,065,069
Debt Funds (i.e., GO Bonds, Tax Note)	2,686,074
Other Required Funds (i.e., Federal Disaster, Police Forfeiture, Recreation Scholarship)	242,845
Total All Funds	\$ 169,214,752

FY25 Budget Summary

General Fund	\$	<u>61,321,510</u>
Enterprise Funds		
Water & Sewer	\$	37,094,162
Water & Sewer Impact Fees		679,627
Solid Waste		11,107,275
Stormwater		17,789,823
2005 Stormwater Utility Revenue Bonds		699,004
Wetland Mitigation		96,968
State Revolving Loan Debt Service		784,846
Forestry Management		319,536
Golf Course		2,619,067
Total Enterprise Funds	\$	<u>71,190,308</u>
Capital Funds		
Capital Project	\$	7,441,073
General Capital Replacement		5,887,865
Total Capital Funds	\$	<u>13,328,938</u>
Internal Service Funds		
Information Technology	\$	3,833,844.00
Vehicle Maintenance		1,693,226
Risk Management		2,238,409
Lease & Replacement		2,614,529
Total Internal Service Funds	\$	<u>10,380,008</u>

FY25 Budget Summary Continued

Special Revenue Funds

National Opioid Litigation Settlement	\$	44,687
Eastport CRA		619,996
Town Center CRA		431,297
Recreation Facilities		246,700
Community Development Building		2,904,516
Grant		5,134,124
Police Impact Fees		109,785
Fire Impact Fees		72,660
Transportation Impact Fees		273,530
Recreation Impact Fees		212,774
Federal Police Forfeiture		15,000

Total Special Revenue Funds	\$	10,065,069
------------------------------------	-----------	-------------------

Debt Service Funds

2006 GO Bond Debt Service	\$	901,569
Eastport Tax Increment Note		234,511
2007 Town Center Bond Debt Service		402,369
2014 Capital Improvement Bond		1,147,625

Total Debt Service Funds	\$	2,686,074
---------------------------------	-----------	------------------

Other Required Funds

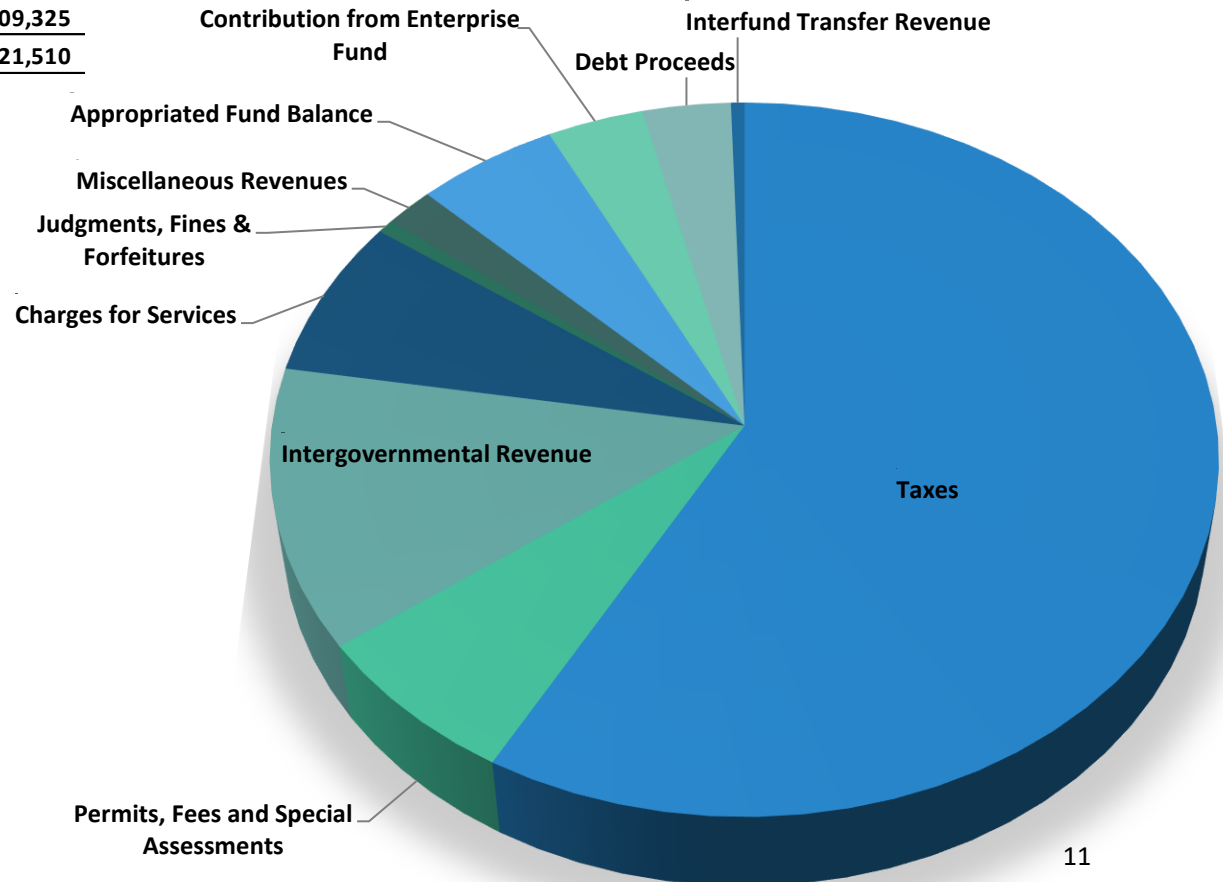
Federal Disaster	\$	135,895
Police Benefit Trust		4,500
Police Forfeiture Trust		70,000
Police Education Trust		10,000
Recreation Scholarship		22,450

Total Trust & Agency Funds	\$	242,845
---------------------------------------	-----------	----------------

Total All Funds	\$	169,214,752
------------------------	-----------	--------------------

GENERAL FUND – PRELIMINARY REVENUES

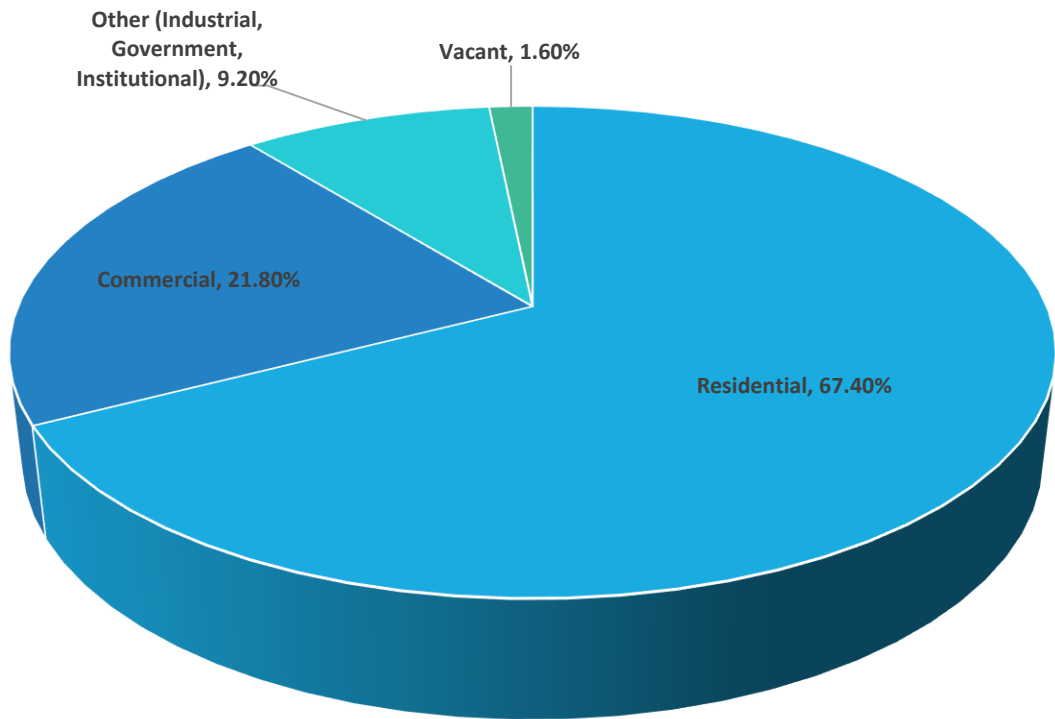
Description	Amount
Taxes	\$ 35,645,610
Intergovernmental Revenue	7,749,145
Charges for Services	4,420,922
Permits, Fees and Special Assessments	4,203,000
Appropriated Fund Balance	3,254,940
Contribution from Enterprise Fund	2,210,068
Debt Proceeds	2,025,000
Miscellaneous Revenues	1,118,500
Judgments, Fines & Forfeitures	385,000
Interfund Transfer Revenue	309,325
Total revenues	\$ 61,321,510



*Intergovernmental Revenue Funding

- Sales Taxes
- Grant Revenue
- State Revenue Sharing

Taxable Value by Property Class

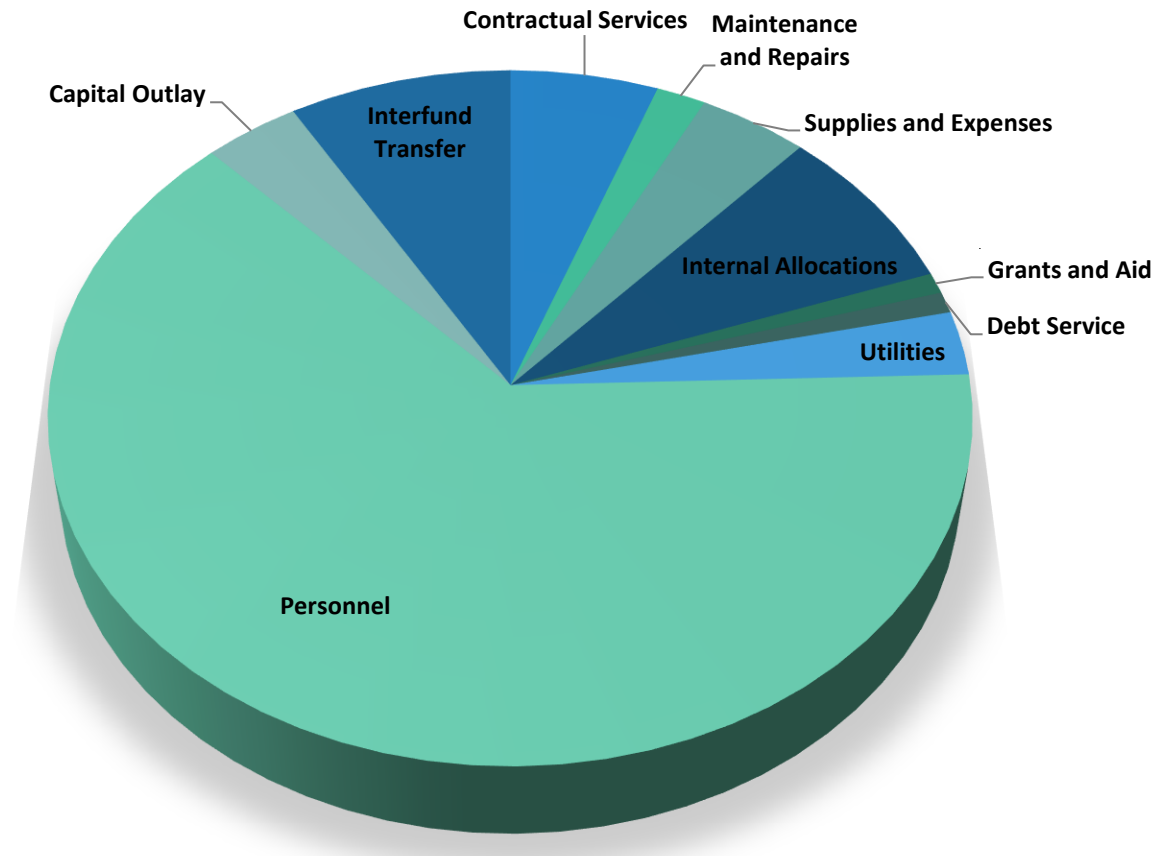


Classification	Parcels	Homestead Properties
Residential	22,500	16,248
Commercial	684	16
Other (Industrial, Government, Institutional)	8,017	2
Vacant	1,091	6
Total	32,292	16,272

~ 70% of Residential Properties are Homesteaded

GENERAL FUND OPERATING EXPENDITURES

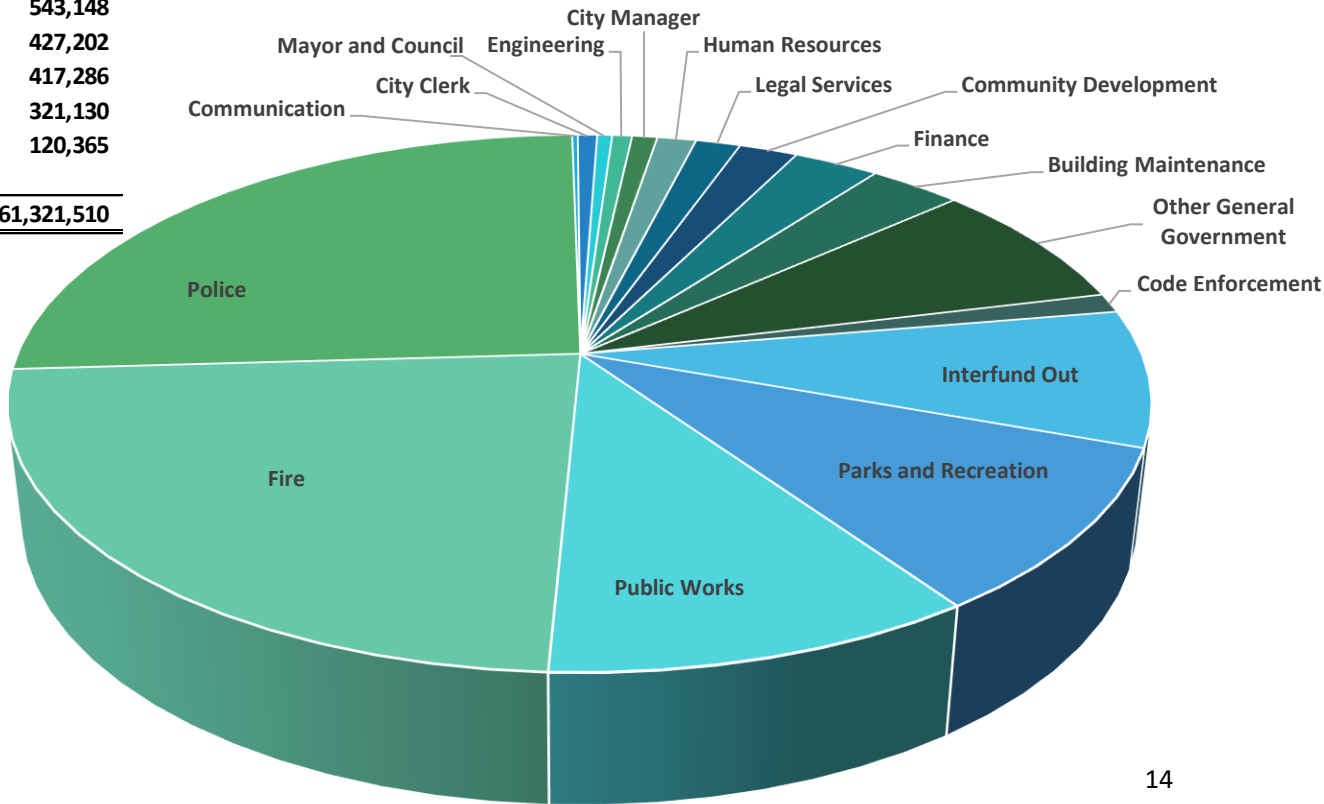
Description	Amount
Personnel	\$ 38,805,934
Interfund Transfer	5,234,600
Internal Allocations	4,791,126
Contractual Services	3,473,699
Supplies and Expenses	2,588,828
Capital Outlay	2,258,546
Utilities	1,817,200
Maintenance and Repairs	1,160,486
Debt Service	597,411
Grants and Aid	593,680
Total Expenses	\$ 61,321,510



* Interfund Transfer include transfers from the General Fund for Capital, CIP, Fleet, and debt services.

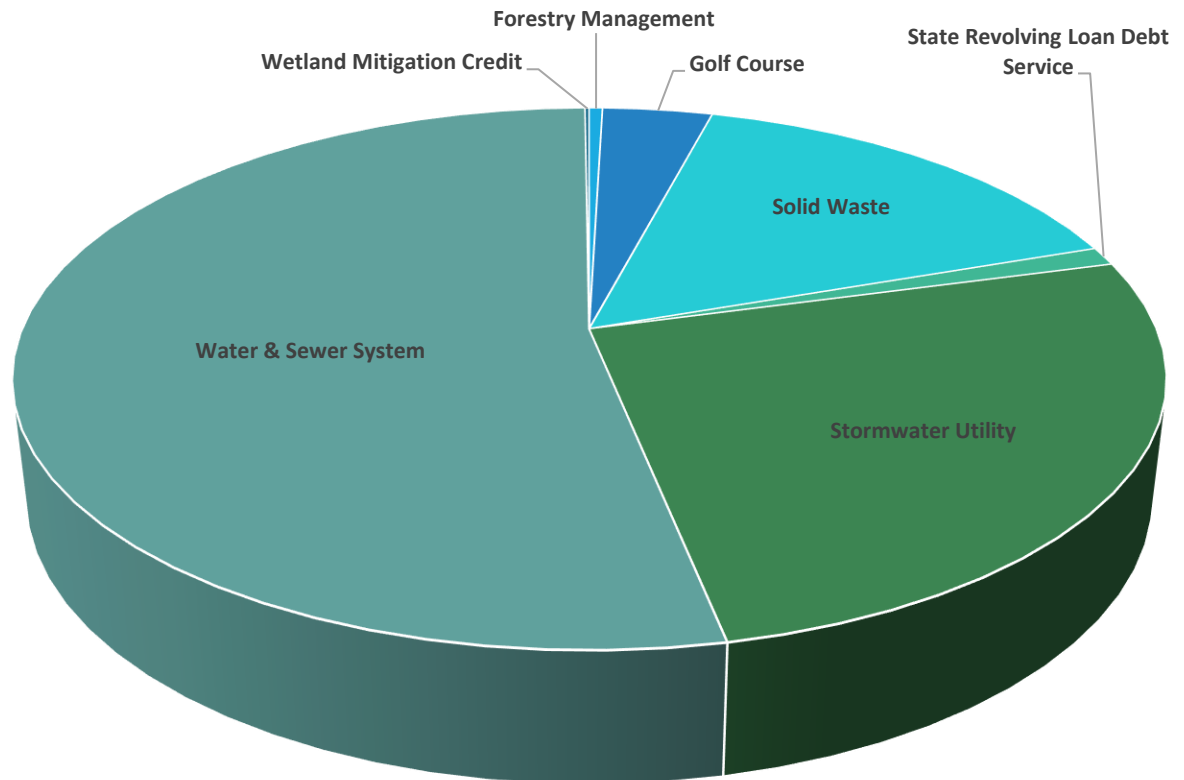
GENERAL FUND EXPENDITURES BY DEPARTMENT

Description	Amount
Police	\$ 16,371,334
Fire	14,915,805
Parks and Recreation	6,293,491
Interfund Transfers	5,234,748
Other General Government	4,946,758
Public Works	4,610,190
Finance	1,854,577
Building Maintenance	1,468,286
Community Development	1,261,548
Legal Services	961,321
Human Resources	837,943
Code Enforcement	736,378
City Manager	543,148
Engineering	427,202
City Clerk	417,286
Mayor and Council	321,130
Communication	120,365
Total	<u><u>\$ 61,321,510</u></u>



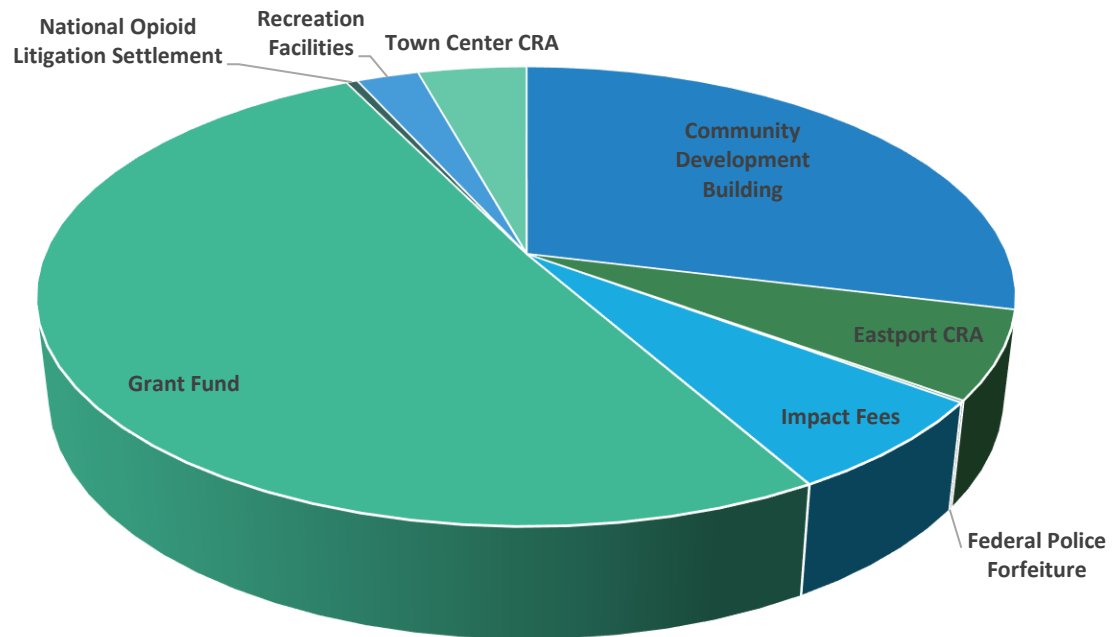
Enterprise Funds

Description	Amount
Water & Sewer System	\$ 37,773,789
Stormwater Utility	18,488,827
Solid Waste	11,107,275
Golf Course	2,619,067
State Revolving Loan Debt Service	784,846
Forestry Management	319,536
Wetland Mitigation Credit	96,968
Total	\$ 71,190,308



Special Revenue Funds

Description	Amount
Grants *	\$ 5,134,124
Community Development Building	2,904,516
Eastport CRA	619,996
Town Center CRA	431,297
Transportation Impact Fees	273,530
Recreation Facilities	246,700
Recreation Impact Fees	212,774
Police Impact Fees	109,785
Fire Impact Fees	72,660
National Opioid Litigation Settlement	44,687
Federal Police Forfeiture	15,000
Total	\$ 10,065,069



*Grants
Transportation Planning Organization (TPO)
FEMA / HMGP

FY24 CIP & Capital Overview

➤ Capital Outlay	
➤ Fleet	\$ 4,961,500
➤ Equipment	1,103,177
➤ Building Improvement	35,000
➤ Infrastructure	<u>150,000</u>
Total	<u>\$ 6,249,677</u>
➤ Capital Improvement Projects	
➤ Transportation	\$ 7,301,073
➤ General Construction	5,887,864
➤ Water / Sewer	5,450,000
➤ Stormwater	<u>9,452,488</u>
Total	<u>\$28,091,425</u>
Grand Total	<u>\$34,341,102</u>

NOTABLE FY2025 CAPITAL PROJECTS

Current Year Funding

- Cambridge Canal stormwater pump system upgrades construction
- Virginia Monroe stormwater pump system generator
- City Center sports fields repairs
- Police Department generator replacement
- Down Under design
- All Childrens Park restroom replacement
- ≈ 50 homes elevate or acquire & demolish
- Corrugated metal stormwater pipe replacements ongoing
- Leisure Circle and Leslie Drive sewer pipe repairs
- Sewer pipe and manhole lining ongoing
- Williamson and Willow Run sidewalk gaps construction
- Sidewalk repair funding increase
- Road resurfacing funding increase

Prior Year Funding

- Memorial Park pier replacement
- Madeline/Pepper Hill drainage and lift station
- Halifax River utility crossings
- Jackson/Oak drainage
- City Hall elevator repair

SERVICE ENHANCEMENTS

Personnel & Infrastructure

- **Public Safety**

- 2 Community Service Officers (Sugar Mill & Horizon) \$ 104,000
- Restore EMS Division Chief position (transport funding) \$ 132,000

- **Infrastructure**

- Engineering Manager (split funding $\approx$ 10% GF) \$ 113,000
- Sidewalk Repairs \$ 200,000 ↑
- Street Repaving \$ 150,000 ↑

Existing Debt

Debt	Final Payment	Outstanding Balance at 9/30	FY25 Debt Service
Governmental			
General Obligation Note, Series 2016 (G)	FY36	\$ 8,695,000	\$ 903,619
Capital Improvement Revenue Bonds, Series 2014 (G)	FY36	10,845,000	1,146,375
Tax Increment Note, Series 2006 (Eastport) (G)	FY25	230,000	233,335
Tax Increment Revenue Bonds, Series 2007 (Town Center) (G)	FY36	3,440,000	401,959
TD Bank Ambulance (G)	FY30	258,513	52,244
TD Bank Fire Truck 2023 (G)	FY33	716,251	98,108
TD Bank Fire Truck 2024 (G)	FY34	1,044,719	68,867
Total	\$	25,229,483	\$ 2,904,507
Enterprise			
Stormwater Utility Revenue Bonds, Series 2005 (B)	FY36	4,965,000	222,935
State Revolving Fund Loan (SRF) 5150 (B)	FY27	1,146,856	475,319
State Revolving Fund Loan (SRF) 3030 (B)	FY27	847,747	295,477
State Revolving Fund Loan (SRF) 514S (B)	FY26	944,839	489,369
Total	\$	7,904,442	\$ 1,483,100

New Debt

Equipment Replacement:

- Fire Engine Pumper
- Public Works Grappler Truck
- Public Works Batwing Mower
- Street Sweepers (2)

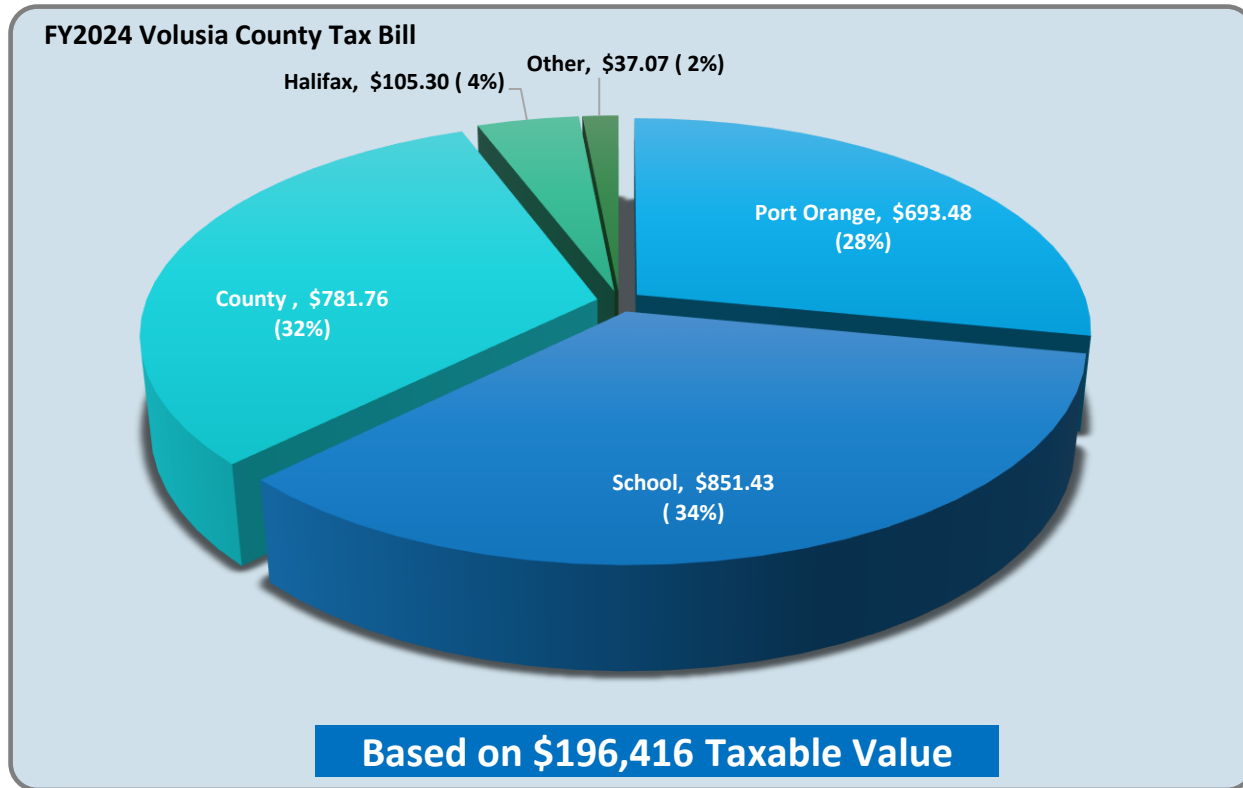
Future Budget Items

- Public Safety
 - Additional Police Officers
 - Additional School Resource Officers
 - 2nd Ambulance and staff
- Parks Bond Projects
- City Hall renovation/replacement
- Wastewater Treatment Plant upgrade

Setting the Maximum Millage



TOTAL TAX BILL



TOTAL ESTIMATED TAX BILL

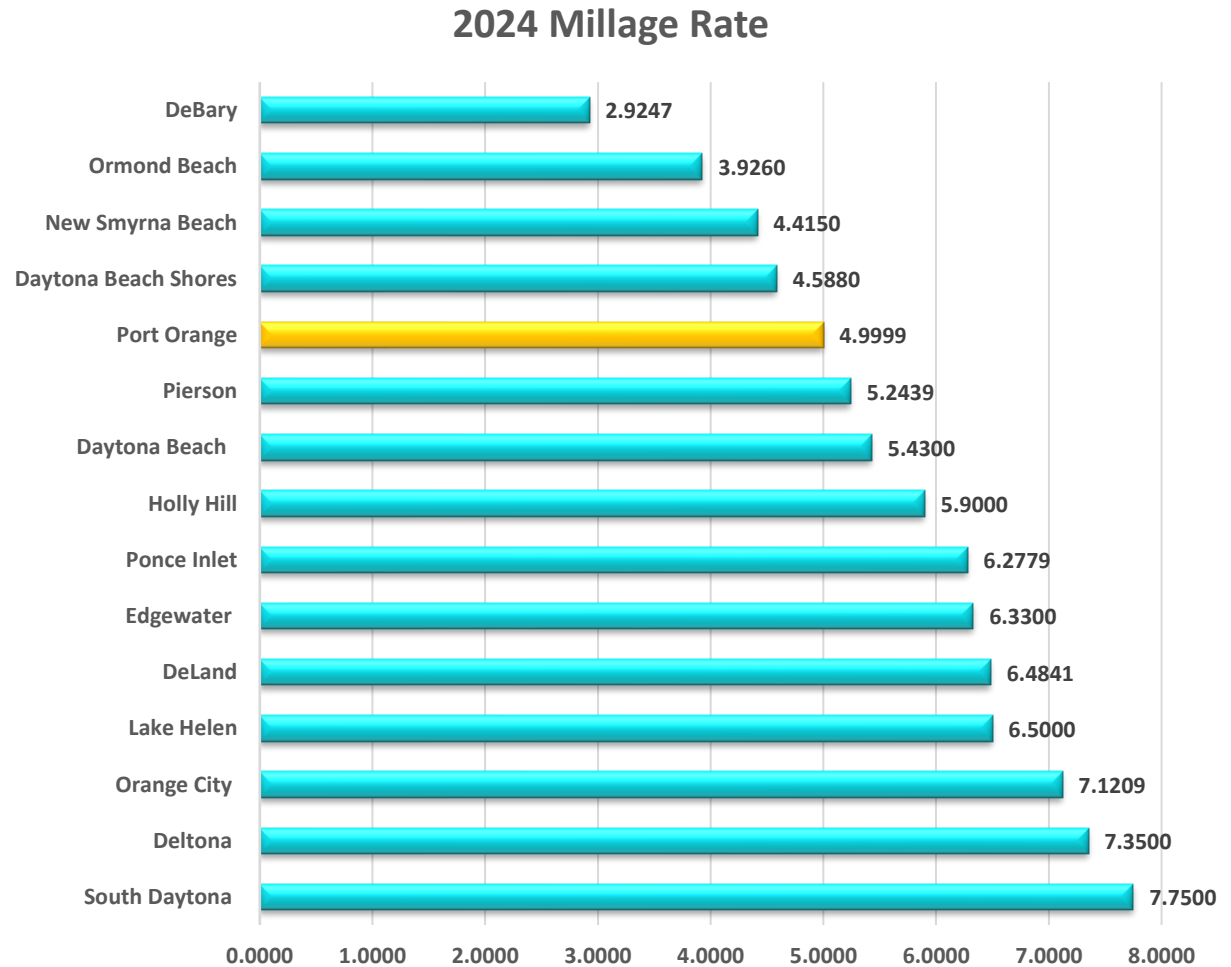
2024 = \$2,543.98

2023 = \$2,469.04

Estimated Increase of \$74.94 based on preliminary millage rates of all taxing authorities.

This is what long term homesteaded homeowner pays in ad valorem taxes on a homesteaded property in the City of Port Orange with an assessed value of \$196,416 less a \$50,000 Homestead Exemption. The working millage to balance this draft general fund budget is currently 4.9999. We have used current tentative millage rates as provided by the other taxing entities.

City Millage Comparisons



FY2025 MILLAGE SCENARIOS

Millage Rate	% Over Roll Back	Tax Levy	Tax Levy @ 95%	Additional Revenue Over Rollback
5.0000	8.38%	27,596,028	26,216,226	2,027,039
4.9999	8.38%	27,595,476	26,215,702	2,026,514
4.9500	7.30%	27,320,067	25,954,064	1,764,876
4.9000	6.21%	27,044,107	25,691,902	1,502,714
4.8500	5.13%	26,768,147	25,429,739	1,240,552
4.8000	4.04%	26,492,186	25,167,577	978,390
4.7500	2.96%	26,216,226	24,905,415	716,227
4.7000	1.88%	25,940,266	24,643,253	454,065
4.6500	0.79%	25,664,306	24,381,090	191,903
4.6134	Rollback	25,462,303	24,189,188	-

FY 2024 Adopted Millage Rate is 4.9999

FY2025 MILLAGE SCENARIOS

Millage Rate	% Over Roll Back	Tax Levy	Tax Levy @ 95%	Additional Revenue Over Rollback	Reduction from Staff Recommended
5.0000	8.38%	27,596,028	26,216,226	2,027,039	
4.9999	8.38%	27,595,476	26,215,702	2,026,514	
4.9750	7.84%	27,458,047	26,085,145	1,895,957	130,557
4.9500	7.30%	27,320,067	25,954,064	1,764,876	261,638
4.9250	6.75%	27,182,087	25,822,983	1,633,795	392,719
4.9000	6.21%	27,044,107	25,691,902	1,502,714	523,800
4.8750	5.67%	26,906,127	25,560,820	1,371,633	654,881
4.8500	5.13%	26,768,147	25,429,739	1,240,552	785,962
4.8250	4.59%	26,630,167	25,298,658	1,109,471	917,044
4.8000	4.04%	26,492,186	25,167,577	978,390	1,048,125
4.7500	2.96%	26,216,226	24,905,415	716,227	1,310,287
4.7250	2.42%	26,078,246	24,774,334	585,146	1,441,368
4.7000	1.88%	25,940,266	24,643,253	454,065	1,572,449
4.6750	1.34%	25,802,286	24,512,171	322,984	1,703,530
4.6500	0.79%	25,664,306	24,381,090	191,903	1,834,612
4.6200	0.14%	25,498,729	24,223,793	34,605	1,991,909
4.6134	Rollback	25,462,303	24,189,188		

FY 2024 Adopted Millage Rate is 4.9999

NEXT STEPS

Upcoming Meetings

- CRA Budgets – Tuesday August 6 – 6:30 p.m.

Public Hearings

- Wednesday September 4 – 5:30 p.m.
- Wednesday September 18 – 5:30 p.m.



CITY COUNCIL AGENDA ITEM

COUNCIL MEETING DATE 7/23/2024

SUBJECT: (5) Set Maximum Operating Millage Rate for Fiscal Year 2024-25

DEPARTMENT: Finance

GOAL: 5 - Fiscal Sustainability

RECOMMENDED MOTION: Move to approve the maximum operating millage rate for FY 2024-25.

SUMMARY: This is a request for the City Council to establish the tentative maximum fiscal year FY 2024-25 millage rate and schedule the public hearings for the FY 2024-25 Proposed Budget. The maximum millage and budget hearing dates are required public notifications under the Florida Truth in Millage (TRIM) statutes.

The property appraiser will use the maximum millage rate voted on during this meeting in the Notice of Proposed Property Taxes and mail it to all property owners in August.

The City Council may reduce the tentative millage rate below the maximum millage rate; however, the City Council cannot increase the tentative millage rate above the maximum millage rate without another public notification to all City property owners. For practical purposes, the rate approved at this meeting will establish the maximum property tax millage rate for the next fiscal year.

The current year's operating millage rate is \$4.9999 per \$1,000 assessed taxable value; the current year's total taxable value for operating purposes is \$5,519,205,501 as certified by the Volusia County Property Appraiser. The current year's rolled-back millage rate is \$4.6134 per \$1,000 assessed value. If the current millage rate of \$4.9999 per \$1,000 were assessed, this would be an increase of 8.38% above the roll-back millage rate.

For discussion purposes, the following chart provides a variety of millage information and related tax levy at 95%, as well as the additional revenue over rollback. Additional details will be presented at the Special Meeting.

<u>Millage Rate</u>	% Over Roll Back	Tax Levy	Tax Levy @ 95%	Additional Revenue over Rollback
5.0000	8.38%	27,596,028	26,216,226	2,027,039
4.9999	8.38%	27,595,476	26,215,702	2,026,514
4.9500	7.30%	27,320,067	25,954,064	1,764,876
4.9000	6.21%	27,044,107	25,691,902	1,502,714
4.8500	5.13%	26,768,147	25,429,739	1,240,552
4.8000	4.04%	26,492,186	25,167,577	978,390
4.7500	2.96%	26,216,226	24,905,415	716,227
4.7000	1.88%	25,940,266	24,643,253	454,065
4.6500	0.79%	25,664,306	24,381,090	191,903
4.6134	Rollback	25,462,303	24,189,188	-

Per Florida Statutes and the Truth in Millage (TRIM) Timetable, staff must recommend certain dates for the required public hearings. The recommended dates and times are as follows:

1. Tentative Hearing - September 4, at 5:30 p.m.
2. Final Hearing - September 18, at 5:30 p.m.

PRESENTER: John McKinney

ATTACHMENTS:

John McKinney	Created/Initiated - 7/10/2024
John McKinney	Approved - 7/10/2024
Wayne Clark	Approved - 7/18/2024
Tracee Cody	Final Approval - 7/18/2024
