



UMATILLA CITY COUNCIL BUDGET HEARING MEETING

September 19, 2023 at 6:00 PM

Council Chambers, 1 S. Central Avenue, Umatilla, Florida 32784

AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

At this point in the meeting, the Umatilla City Council will hear questions, comments and concerns from the public.

Please write your name and address on the paper provided at the podium. Zoning or code enforcement matters which may be coming before the Council at a later date should not be discussed until such time as they come before the Council in a public hearing. Comments, questions, and concerns from the public regarding items listed on this agenda shall be received at the time the Council addresses such items during this meeting. Public comments are generally limited to three minutes.

PUBLIC HEARING / ORDINANCES / RESOLUTIONS

1. Resolution No. 2023-18, CRA Budget
2. Resolution No. 2023-19 Fiscal Year 2023-2024 Millage Rate
3. Resolution No. 2023-20 Fiscal Year 2023-2024 Budget

ADJOURNMENT

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least two (2) working days in advance of the meeting date and time at (352)669-3125. F.S. 286.0105 If a person decides to appeal any decision or recommendation made by Council with respect to any matter considered at this meeting, he will need record of the proceedings, and that for such purposes, he 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.

Any invocation that may be offered before the official start of the Council meeting is and shall be the voluntary offering of a private citizen to and for the benefit of the Council pursuant to Resolution 2014-43. The views and beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council and do not necessarily represent their individual religious beliefs, nor are the views or beliefs expressed intended to suggest allegiance to or preference for any particular religion, denomination, faith, creed, or belief by the Council or the City. No person in attendance at this meeting is or shall be required to participate in any invocation and such decision whether or not to participate will have no impact on his or her right to actively participate in the public meeting.

The City of Umatilla is an equal opportunity provider and employer.



CITY OF UMATILLA

AGENDA ITEM STAFF REPORT

DATE: September 13, 2023

MEETING DATE: September 19, 2023

SUBJECT: Resolution No. 2023-18, CRA Budget

BACKGROUND SUMMARY:

The CRA budget is based on the tentatively adopted millage rate of 7.1089. The total budget is \$1,057,269 of which \$960,461 is for operating expenditures. Facade improvement grant funds have been included, totaling \$80,000, which is \$30,000 more than in previous years due to the popularity of the program. The proposed capital outlay totals \$640,000 and includes the following:

- Potential land acquisition - \$300,000
- Street resurfacing - \$150,000
- Street signs and other wayfinding signage - \$50,000
- Lighting improvements - \$50,000
- Bus shelters and benches - \$40,000
- Parking - \$50,000

RECOMMENDATIONS:

Adoption of Resolution 2023 - 18, CRA Budget for Fiscal Year 2023-2024.

FISCAL IMPACTS:

Total budget of \$1,057,269

ATTACHMENTS:

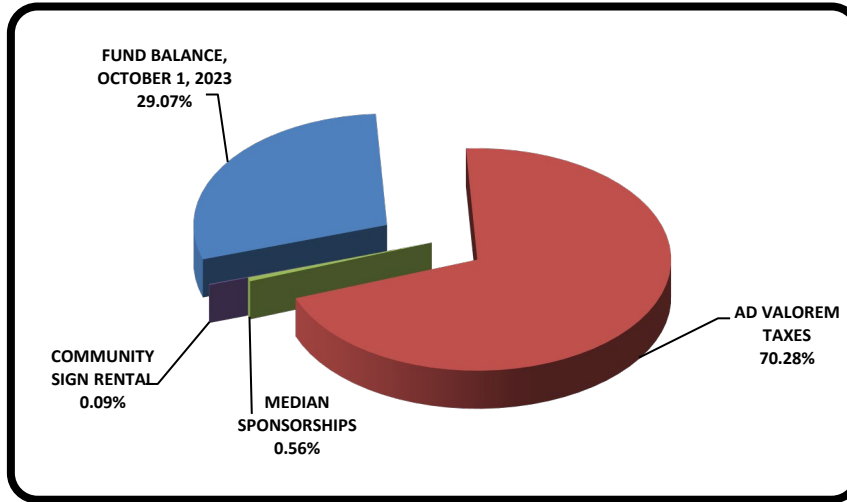
1. Resolution 2023 18 CRA Final Budget
 2. Exhibit A
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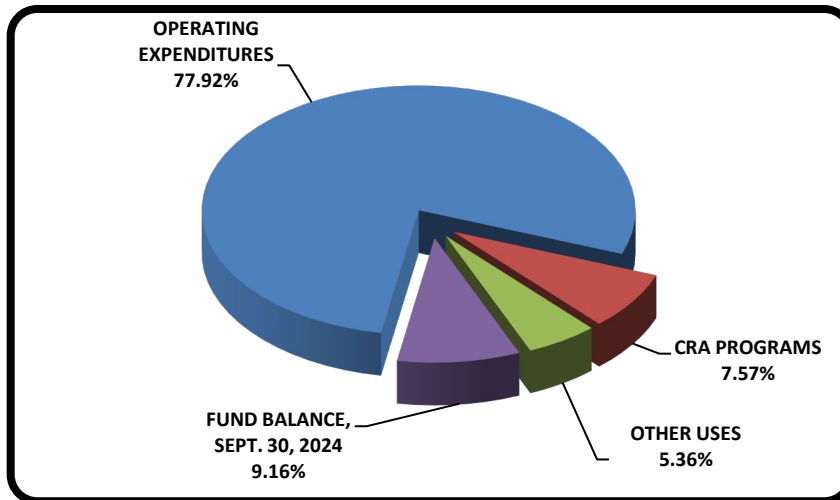
EXHIBIT A



COMMUNITY REDEVELOPMENT AGENCY



	BUDGET	PERCENT REVENUES
FUND BALANCE, OCTOBER 1, 2023	\$ 307,315	29.07%
AD VALOREM TAXES	743,079	70.28%
MEDIAN SPONSORSHIPS	5,875	0.56%
COMMUNITY SIGN RENTAL	1,000	0.09%
TOTAL AVAILABLE RESOURCES	\$ 1,057,269	100.00%



	BUDGET	PERCENT EXPENSES
OPERATING EXPENDITURES	\$ 823,781	77.92%
CRA PROGRAMS	80,000	7.57%
OTHER USES	56,680	5.36%
FUND BALANCE, SEPT. 30, 2024	96,808	9.16%
TOTAL USE OF RESOURCES	\$ 1,057,269	100.00%



COMMUNITY REDEVELOPMENT AGENCY

GOALS:

Redevelopment Incentive Program, Commercial Improvement Matching Grant Program, Streetscape Program, and Public Property Program.

	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 BUDGET
PERSONAL SERVICES	\$ 36,228	\$ 62,990	\$ 62,990	\$ 66,736
OPERATING EXPENDITURES	134,537	162,685	116,485	197,045
CAPITAL OUTLAY	194,400	175,000	169,890	640,000
OTHER USES	-	-	-	56,680
	<u>\$ 365,165</u>	<u>\$ 400,675</u>	<u>\$ 349,365</u>	<u>\$ 960,461</u>

OBJECTIVES:

- ☆ Redevelopment Incentive Program - to encourage the development of commercial buildings and sites within the CRA District.
- ☆ Commercial Improvement Matching Grant Program - to provide an incentive to owners or tenants for rehabilitation of commercial property in the form of a matching grant.
- ☆ Streetscape Program - to promote community events, outdoor activities, quality of life and economic prosperity by improving pedestrian access within the CRA. Improve Safety and traffic conditions within the CRA by calming and slowing traffic. Assist local businesses by improving parking conditions and drawing attention to the City's commercial areas.
- ☆ Public Property Program - City to acquire property, maintain and/or improve within the CRA for other programs.

RESULTS:

- ⇒ Creation of an improved business environment for citizens within the community.



COMMUNITY REDEVELOPMENT AGENCY

	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 BUDGET
FUND BALANCE, OCTOBER 1	85,754	306,249	99,618	307,315
ADD REVENUES:				
104-311-100 AD VALOREM TAXES	371,849	568,295	550,227	743,079
104-361-200 COMMUNITY SIGN RENTAL	475	1,000	960	1,000
104-366-100 CRA MEDIAN SPONSORSHIP	6,705	5,875	5,875	5,875
TOTAL REVENUES	379,029	575,170	557,062	749,954
TOTAL AVAILABLE RESOURCES	464,783	881,419	656,680	1,057,269
DEDUCT EXPENDITURES:				
PERSONAL SERVICES:				
104-559-120 REGULAR SALARIES & WAGES	21,850	36,855	36,855	39,435
104-559-210 FICA TAXES	1,478	2,822	2,822	3,017
104-559-220 RETIREMENT CONTRIBUTION	2,467	4,390	4,390	5,351
104-559-230 LIFE & HEALTH INSURANCE	9,420	17,748	17,748	17,858
104-559-240 WORKERS COMPENSATION	1,013	1,175	1,175	1,075
PERSONAL SERVICES TOTAL	36,228	62,990	62,990	66,736
OPERATING EXPENDITURES:				
104-559-310 PROFESSIONAL SERVICES	800	10,000	-	10,000
104-559-311 ATTORNEY SERVICES	478	1,500	500	1,500
104-559-312 ENGINEERING SERVICES	-	5,000	-	5,000
104-559-320 AUDITING & ACCOUNTING	5,000	5,000	5,000	5,000
104-559-340 CONTRACTUAL SERVICES	27,000	42,020	39,000	45,000
104-559-400 TRAVEL AND PER DIEM	689	800	500	800
104-559-420 POSTAGE	1	50	20	50
104-559-450 INSURANCE - P&C	4,803	4,025	3,965	4,905
104-559-460 REPAIRS & MAINTENANCE	31,701	7,375	8,165	7,375
104-559-462 R&M - EQUIPMENT	38	-	-	-
104-559-490 OTHER CURRENT CHARGES	5,389	100	153	100
104-559-491 LEGAL ADVERTISING	-	150	-	150
104-559-492 SPECIAL DISTRICT FEE	175	175	175	175
104-559-499 CRA PROGRAMS	44,500	50,000	39,963	80,000
104-559-510 OFFICE SUPPLIES	581	-	300	500
104-559-520 OPERATING SUPPLIES	1,467	350	1,044	350
104-559-540 DUES & SUBSCRIPTIONS	620	745	200	745
104-559-550 TRAINING	495	395	350	395
104-559-560 URBAN FORESTRY	10,800	35,000	17,150	35,000



COMMUNITY REDEVELOPMENT AGENCY

	<u>2022</u>	<u>2023</u>	<u>2023</u>	<u>2024</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
OPERATING EXPENDITURES TOTAL	134,537	162,685	116,485	197,045
CAPITAL OUTLAY:				
104-559-610 LAND	-	-	-	300,000
104-559-630 INFRASTRUCTURE	194,400	175,000	169,890	340,000
CAPITAL OUTLAY TOTAL	194,400	175,000	169,890	640,000
104-559-910 ADMINISTRATIVE SERVICES	-	-	-	56,680
TOTAL EXPENDITURES	365,165	400,675	349,365	960,461
FUND BALANCE, SEPTEMBER 30	99,618	480,744	307,315	96,808



COMMUNITY REDEVELOPMENT AGENCY

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
ASSISTANT TO THE CITY MANAGER (SPLIT W/CODE)	<u>0.5</u>	<u>0.75</u>	<u>0.75</u>
TOTAL	0.5	0.75	0.75

CAPITAL OUTLAY DETAILS

104-559-610 Land	
Potential land acquisition	300,000
104-559-630 Infrastructure	
Street resurfacing	150,000
Street signs and other wayfinding signage	50,000
Lighting improvements	50,000
Bus shelters and benches	40,000
Parking	50,000
	<u>\$ 340,000</u>



CITY OF UMATILLA

AGENDA ITEM STAFF REPORT

DATE: September 8, 2023

MEETING DATE: September 19, 2023

SUBJECT: Resolution No. 2023-19 Fiscal Year 2023-2024 Millage Rate

BACKGROUND SUMMARY:

The City of Umatilla's Tentative Millage for Fiscal Year 2023-2024 was set at 7.1089 during the meeting held on September 5, 2023. Under Florida Statute, if a local government does not adopt the roll-back rate, the government is required to advertise a Notice of Proposed Tax Increase. The advertisement was placed in the North Lake Outpost on Thursday, September 14, 2023.

The roll-back rate calculates taxable property values which generate the same total revenue as in the previous year. The roll-back rate this year is 6.8393.

The TRIM notices mailed to property owners reflected a millage rate of 7.1089 and the Final Fire Assessment. The newspaper advertisement reflected the same millage rate of 7.1089 as approved on September 5, 2023.

RECOMMENDATIONS:

Adopt Resolution 2023 – 19 setting the Final Millage Rate of the City of Umatilla for Fiscal Year 2023-2024 at 7.1089 which is more than the rolled-back rate of 6.8393 by 3.94%.

FISCAL IMPACTS:

Millage rate of 7.1089 generates \$1,664,221 which is \$190,276 more than last year's property taxes.

ATTACHMENTS:

1. Resolution 2023-19 Final Millage Resolution
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RESOLUTION 2023 – 19

A RESOLUTION OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, ADOPTING THE FINAL AD VALOREM MILLAGE RATE FOR THE CITY OF UMATILLA FOR FISCAL YEAR 2023-2024, PROVIDING FOR COLLECTION OF TAXES, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, a portion of the revenue for the City’s Fiscal Year beginning October 1, 2023 and ending September 30, 2024 must be raised from the levy of an ad valorem tax on each dollar of taxable property in the City of Umatilla, Florida; and,

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Lake County has been certified by the Lake County Property Appraiser to the City of Umatilla as \$234,103,908.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Umatilla of Lake County, Florida, that:

- 1. The Fiscal Year 2023-2024 final operating millage for the City of Umatilla is 7.1089 mills which is more than the rolled-back rate of 6.8393 by 3.94%.
- 2. This Resolution shall take effect immediately upon its adoption.

DULY ADOPTED at a Public Hearing this 19th day of September, 2023, by the City Council of the City of Umatilla, Lake County, Florida.

TIME ADOPTED: _____

Chris Creech
Vice Mayor

ATTEST:

Approved as to Form:
STONE & GERKEN, PA

Jessica Burnham
City Clerk

Kevin Stone
City Attorney



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: September 8, 2023

MEETING DATE: September 19, 2023

SUBJECT: Resolution No. 2023-20 Fiscal Year 2023-2024 Budget

BACKGROUND SUMMARY:

The Tentative Budget was adopted by the Council on September 5, 2023. Changes made since then include minor increases in several state revenue projections as well as a small increase in the anticipated carryforward from the current fiscal year. Also added is the cost of the pollution liability insurance policy, which was inadvertently eliminated in the tentative budget.

The next step in the process is the adoption of the Final Budget for Fiscal Year 2023-2024.

RECOMMENDATIONS:

Adoption of Resolution 2023 - 20, Final Budget of the City of Umatilla for Fiscal Year 2023-2024 at \$46,877,370 of which the total operating budget is \$11,100,458.

FISCAL IMPACTS:

Total budget of \$46,877,370

ATTACHMENTS:

1. Resolution 2023-20 Final Budget
 2. Exhibit A
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RESOLUTION 2023 - 20

**A RESOLUTION OF THE CITY OF UMATILLA, LAKE COUNTY,
FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR
2023-2024; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the City of Umatilla of Lake County, Florida, held a public hearing in the Umatilla City Council Chambers, on September 19, 2023, at 6:00 p.m. as required by Florida Statute 200.065; and,

WHEREAS, the City Council of the City of Umatilla of Lake County, Florida, set forth the appropriations and revenue estimates included in Exhibit A for the Budget for Fiscal Year 2023-2024 in the amount of \$46,877,370, or as much thereof as may be authorized by law are required for the operation of the government of the City of Umatilla.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Umatilla, Lake County, Florida, that:

- 1. The Fiscal Year 2023-2024 Final Budget is adopted by the Umatilla City Council.
- 2. The City Manager is hereby authorized and directed to maintain and amend the budget so as to reflect the anticipated revenue and the appropriation of, and the expenditure of, all grant funds and casualty loss insurance reimbursements committed to or received by the city subsequent to September 21, 2023 and prior to October 1, 2024, in accordance with direction of the City Council as to the appropriation and expenditure of such grants as and when received.
- 3. This Resolution shall take effect immediately upon its adoption.

DULY ADOPTED at a Public Hearing this 19th day of September, 2023, by the City Council of the City of Umatilla, Lake County, Florida.

TIME ADOPTED: _____

Chris Creech
Vice Mayor

ATTEST:

Approved as to Form:
STONE & GERKEN, PA

Jessica Burnham
City Clerk

Kevin Stone
City Attorney

EXHIBIT A**CITY OF UMATILLA****FISCAL YEAR 2023-2024****BUDGET SUMMARY**

	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	ENTERPRISE FUNDS	TOTAL
CASH BALANCES BROUGHT FORWARD	\$2,236,997	\$579,894	\$471,218	\$34,255,947	\$37,544,056
ESTIMATED REVENUES:					
Ad Valorem Taxes - Millage 7.1089	1,168,762	743,079	-	-	1,911,841
Sales and Use Taxes	74,152	-	482,809	-	556,961
Franchise Fees	326,000	-	-	-	326,000
Utility Service Taxes	424,565	-	-	-	424,565
Communications Services Tax	137,703	-	-	-	137,703
Licenses and Permits	150,000	-	-	-	150,000
Intergovernmental	561,878	-	36,508	-	598,386
Charges for Services	50,500	609,380	-	3,022,573	3,682,453
Fines and Forfeitures	7,150	500	-	-	7,650
Miscellaneous	129,200	7,325	50	5,500	142,075
Other Financing Sources	655,680	-	740,000	-	1,395,680
	3,685,590	1,360,284	1,259,367	3,028,073	9,333,314
Total Estimated Revenues and Cash Balances Brought Forward	5,922,587	1,940,178	\$1,730,585	\$37,284,020	46,877,370
ESTIMATED EXPENDITURES/EXPENSES:					
General Government	1,434,921	-	-	-	1,434,921
Public Safety	1,304,519	513,719	-	-	1,818,238
Physical Environment	63,205	-	-	2,295,807	2,359,012
Transportation	605,293	-	1,563,075	130,182	2,298,550
Culture & Recreation	748,979	-	-	-	748,979
Economic Environment	-	903,781	-	-	903,781
Debt Service	-	10,404	65,507	65,386	141,297
Other Uses	740,000	111,220	-	544,460	1,395,680
Total Expenditures / Expenses	4,896,917	1,539,124	1,628,582	3,035,835	11,100,458
Reserves	1,025,670	401,054	102,003	34,248,185	35,776,912
Total Appropriated Expenditures/ Expenses and Reserves	\$5,922,587	\$1,940,178	\$1,730,585	\$37,284,020	\$46,877,370