City Commission
Work Session

Agenda
August 28, 2025 @ 3:30 PM
City Hall Commission Chambers
401 S. Park Avenue

welcome
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assistance & appeals
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"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed 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." (F.S. 286.0105).

please note
Times are projected and subject to change.

1. **Meeting Called to Order**
2. **Discussion Item (s)**
    a. FY26 Proposed Budget Suggested Amendments 90 minutes
3. **Adjournment**

City Commission

agenda item 2.a

item type
Discussion Item (s)

meeting date
August 28, 2025

prepared by
Peter Moore, Director of Office of Management and Budget
Randy Knight, City Manager
Wes Hamil, Director of Finance

approved by
Randy Knight, City Manager

subject
FY26 Proposed Budget Suggested Amendments

motion | recommendation
Review the suggested staff and commissioner suggestions and reach consensus on any changes to become part of the budget's first reading in September.

background
Each year, staff provides updates to revenues and expenditure related concerns as the budget process progresses. The City Commissioners also provide feedback on any suggested changes or priorities they may have. At the meeting, staff will provide an overview of any current updates or challenges to the originally proposed budget and then will turn the discussion over to each commissioner to discuss the items that they have each recommended. Then staff will go through each item and ask for a majority consensus on each. Those things that are generally agreed to will become part of the first reading of the budget at the City Commission meeting on September 10th.

Attached is a summary of staff and commission suggestions as well as the current update to state revenue estimates. Staff is still awaiting the state estimates on communications services tax and local option gas taxes. It is possible that these will be available before the meeting, they typically come out in late August.

In addition to the summary of budget suggestions, staff will also present various pro-forma scenarios related to the discussions about rates and bonding in the electric utility. These discussions will need to result in commission consensus on a course of action as any change to the proposed budget will also need to be made prior to first reading on September 10th.

alternatives | other considerations

N/A

fiscal impact

The city's combined All-Funds budget proposed for FY26 is approximately $233 million.

attachments

1. Budget Suggestions Worksheet and State Revenue Update

City of Winter Park
2026 Proposed Budget
Staff and Commission Budget Suggestions

Item Description	Recommendation	Fund	Financial Impact	Notes
City Staff Suggested Budget Considerations				
Adoption of State Revenue Estimates	Adopt State Estimates	General Fund	$ 248,280	Current estimates for state revenues are coming in higher than staff's original projections. Estimates for Communications Svs Tax and Local Option Gas Taxes are still pending and impact this number. The estimates received for revenue sharing and the half-cent sales tax are about $250k greater than what is currently in the proposed budget. See attached tab State Revenue Estimates for further detail.
Property Tax Revenue Adj	Adopt Revised Estimates from Property Appraiser	General Fund, CRA	GF: $70k CRA: $77k	The Property Appraisers office makes revisions to estimated property taxes. These latest figures are from the formal DR-420 forms that are filed with the state. Each year the city adopts these estimates.
Organizational Support Surplus Funding	Reserve funds pending final result of budget process	General Fund, Electric Fund, W&S Fund, Designations Trust Fund	$ 140,000	The city has approximately $140k in surplus funds collected for non-profit organizational support. These funds are gathered by taking one quarter of 1% of the total revenues from each major fund. The proposed budget put a hold on the undesignated portion of these funds pending the Commission review of the budget and the previously proposed revisions to the non-profit support policy. These funds could be returned to the original contributing funds and used for other purposes, designated to non-profit support, or designated to a shared project that would be applicable for all three funds. The GF share is about $70k (50%), Electric is about $41k (30%), W&S is about $29k (20%).
Golf & Tennis Revenue Estimates	Increase estimates due to slightly better than expected current year revenues	General Fund	Tennis: $75k Golf: $50k	These are small adjustments but revenue outlook for the current fiscal year is slightly higher than estimated and may indicate stronger revenues in FY26 than currently proposed. Staff believes that revenues for each type can be raised modestly from the original projects. This would add an additional $125k in funding for the General Fund.
Parks Master Plan	Reduce cap on spending to $200k	General Fund	$ 50,000	The Parks Master Plan costs were estimated at $250k. Staff is currently in the middle of a RFQ for the project. This means that a negotiated final price for the work is still a couple months off. This is nothing more than a guess at the city's ability to shave off some potential planned spending in FY26 by reducing the spending on the plan update by $50k.
General Fund Contingency	Use to cover potential budget gaps	General Fund	$ 477,574	Per policy the city's budget is to be prepared with half of once percent dedicated to contingency. This is a little less than $450k. Current contingency, at the commission's discretion, can be used for any purpose.
Electric Utility Tax and Franchise Fee Transfers	Consider alternative funding sources for any reduction in transfer revenue	General Fund, Electric Fund	Up to $800k in impact	The proposed increase to the non-fuel portions of the electric bill generate approximately $800k in revenue for the General Fund through higher electric utility taxes and franchise fees. Depending upon the choice made about the magnitude of rate increases, this will create a potential deficit in the General Fund that will either need to be offset by cuts to service costs, other increased revenue opportunities, or use of the contingency account.

City of Winter Park
2026 Proposed Budget
Staff and Commission Budget Suggestions

City Commissioner Suggestions

Commissioner	Requested Item	Fund	Financial Impact	Notes
Lindsey	Orwin Manor Arches	General Fund, Capital Projects Fund	$ 150,000	Funding to support the rebuild of the two Orwin Manor gateway arches flanking Orange Avenue. These were originally built in 1924 and are on city owned land.
Lindsey	Lakemont Fire Station Renovation	General Fund, Capital Projects Fund	$ 4,000,000	Rehabilitation of the Lakemont Fire station has long been discussed and is an unfunded project in the city's last update to the 5/25 year plan. The Fire Department estimates a full renovation at the existing site to be around $4 million. If the station is to be relocated and rebuilt, it would likely be in the $7 - $8 million range.
Lindsey	Heritage Trail Study	General Fund, Capital Projects Fund	$ 125,000	Recommended by the Transportation Advisory Board, this conceptual study would look at how a connection between Cady Way Trail and the West Orange Trail could be achieved. It would include recommendations on funding sources and cost estimates to complete. If this is approved by the Commission, staff would recommend that this be performed through existing continuing services contracts already in-place with Kimely Horn.
Sullivan	Howell Branch Preserve Matching Grant	General Fund, Capital Projects Fund	$ 250,000	Private donors have offered the city $400k to make park improvements to Howell Branch Preserve. Matching funding from the city would make up the other portion of the proposed project costs.
City Commissioner Totals			$ 4,525,000	

State Revenue Estimate Comparison to Original Budget

Account Description	Current 2025 Est. Actual Yr-End	2026 Proposed Budget	Initial State Estimate 2026	Difference between State/ Staff Estimates
LOCAL OPTION GAS TAX	939,693	940,000	TBD	-
COMMUNICATION SERVICES TAX	2,317,002	2,196,656	TBD	-
ST REV SHAR-MUNPL REV SHARE-MF	377,721	394,539	461,834	67,295
ST REV SHAR-MUNPL REV SHARE-ST	1,422,550	1,501,373	1,486,833	(14,540)
ST REV SHAR-1/2 CENT SALES TAX	5,750,499	5,500,000	5,695,525	195,525
Totals (as of 7/24/25)	10,807,465	10,532,568		**248,280**

Currently the state revenue estimates received for sales tax and revenue sharing have been above staff's estimates in the proposed budget. Communication Svs taxes and Local Option Gas Taxes are still pending and normally are not expected until late August. Assuming that the remaining revenues are in-line with budget, the city would have an additional quarter million in funding available which could be dedicated to contingency or some other priority.