

Regular Workshop – September 16, 2013
Agenda Item 10

Agenda Item: Proposed Ordinance 2013-30, Amending the FY 2012-2013 Budget to Provide Funds for an Assistant Town Manager and Employees That Retired or Entered the Deferred Retirement Option Program (DROP) and Were Paid Accrued Vacation and Medical.

Presenter: Town Manager

Summary: The *Revised* Recommended Budget Book, presented to the Town Commission on August 28, 2013, discussed the need for use of General Fund-fund balance for certain items. Page 3 of the book listed four items that would reduce fund balance. The first item was the 3% wage increase for employees that was already dealt with in Ordinance 2013-09 and Ordinance 2013-11. The following three items are the Addition of an Assistant Town Manager and accrued vacation and medical payments to employees that entered the DROP. The FY 2013-2014 Budget already includes these reductions in fund balance.

Funds for amending the budget would be from unbudgeted, unallocated reserves which requires an ordinance and two public hearings.

Attachments: 9-9-13 Memo, Manager to Commission;
Proposed Ordinance 2013-30.

Recommended

Action: Pending discussion, forward Ordinance 2013-20 to the October 7, 2013 Regular Meeting for first reading and public hearing.

M E M O R A N D U M

Date: September 9, 2013

TO: Town Commission
FROM: Dave Bullock, Town Manager
SUBJECT: Proposed Ordinance 2013-30, Amending the FY 2012-2013 Budget to Provide Funds for an Assistant Town Manager and Employees That Retired or Entered The DROP and Were Paid Accrued Vacation and Medical.

Proposed Ordinance 2013-30 amends the FY 2012-2013 Budget to provide funding for the following items:

Addition of Assistant Town Manager position	\$60,000
Fire Retiree and DROP participants vacation/medical payouts	\$215,000
General Retiree and DROP vacation / medical payouts	<u>\$143,569</u>
Total	\$418,569

I am recommending that this amount would come from unbudgeted, unallocated reserves which requires an ordinance and two public hearings. The fiscal year 2013-2014 budget anticipates these changes.

Please contact me if you have any questions.

ORDINANCE 2013-30

AN ORDINANCE AMENDING THE BUDGET OF THE TOWN OF LONGBOAT KEY, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012, AND ENDING SEPTEMBER 30, 2013; TRANSFERRING \$418,569.00 FROM THE GENERAL FUND UNAPPROPRIATED FUND BALANCE TO THE GENERAL FUND PERSONNEL EXPENSE ACCOUNTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Fiscal Year (FY) 2012-2013 Adopted Budget did not include payments of vacation and medical leave accruals for employees who retired or entered the DROP (Deferred Retirement Option Program) during the FY 2012-2013; and,

WHEREAS, the increase to the FY 2012-2013 Adopted Budget associated with the vacation and medical leave accruals for employees who retired or entered DROP during the FY 2012-2013 fiscal year is \$358,569.00; and,

WHEREAS, the FY 2012-2013 Adopted Budget did not include the additional position of Assistant Town Manager that was created during the FY 2012-2013; and,

WHEREAS, the increase to the FY 2012-2013 Adopted Budget associated with the addition of the position of Assistant Town Manager is \$60,000.00 which reflects half of the Assistant Town Manager's salary, as the other half is charged to the Utility Fund for this position's time as Town Engineer; and,

WHEREAS, a budget amendment in an amount of \$418,569.00 is needed in FY 2012-2013 to appropriate funds for these unanticipated expenditures; and,

WHEREAS, the Finance Director and Town Manager certify that sufficient unappropriated balances are available in the General Fund to make the required appropriations; and

WHEREAS, Article V, Section 9 of the Town Charter provides for such a supplemental appropriation;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF LONGBOAT KEY, FLORIDA, THAT:

SECTION 1. The above Whereas clauses are true and correct and are hereby ratified, confirmed, and fully incorporated herein.

SECTION 2. The budget of the Town of Longboat Key for the fiscal year beginning October 1, 2012, and ending September 30, 2013, as adopted pursuant to Ordinance 2012-22, is hereby amended to transfer Four Hundred Eighteen Thousand Five Hundred Sixty-Nine and 00/100 (\$418,569.00) from the unappropriated fund balance of the General Fund to the General Fund personnel accounts.

SECTION 3. If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid, the remainder of the Ordinance shall not be affected.

SECTION 4. All ordinances or parts of ordinances in conflict herewith shall be and the same are hereby repealed.

SECTION 5. This Ordinance shall take effect upon second reading and public hearing in accordance with Law and the Charter of the Town of Longboat Key.

Passed on the first reading and public hearing the ____ day of _____, 2013.

Adopted on the second reading and public hearing the ____ day of _____, 2013.

James L. Brown, Mayor

ATTEST:

Trish Granger, Town Clerk



End of Agenda Item