

## MEMORANDUM

Date: July 15, 2014

**TO:** Dave Bullock, Town Manager

**FROM:** Susan Smith, Finance Director

**SUBJECT:** Resolution 2014-23, Budget Transfer in the Amount of \$12,000 from Commission Contingency to General Services: Professional Services-Underground Utilities Study

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At the July 7, 2014 Regular Meeting, the Town Commission authorized, not to exceed \$50,000, for the hiring of a consultant to perform a feasibility analysis and cost study for underground utilities along Gulf of Mexico Drive.

The Town Manager proposed that the funding source of this project come from Commission Contingency and be divided between two fiscal years.

Resolution 2014-23 transfers the remaining balance of Commission Contingency in FY14 in the amount of \$12,000 toward the project.

The proposed FY 2014-2015 budget also required an adjustment; reducing the Commission Contingency line item by \$38,000 (from \$250,000 to \$212,000) and adding \$38,000 to the General Services Professional Services-Underground power lines. These adjustments will be reflected in the adopted budget for FY 2014-2015.

An RFP for engineering services to estimate costs of undergrounding all utilities was issued on August 13, 2014. Qualifications were received on September 4 and an evaluation committee will make a recommendation to the Town Manager soon.

Attachment

## RESOLUTION 2014-23

**A RESOLUTION OF THE TOWN OF LONGBOAT KEY, FLORIDA, AMENDING THE FISCAL YEAR 2013-2014 BUDGET BY TRANSFERRING UNALLOCATED, BUDGETED FUNDS FROM GENERAL SERVICES: COMMISSION CONTINGENCY IN THE AMOUNT OF \$12,000.00 TO GENERAL SERVICES: PROFESSIONAL SERVICES-UNDERGROUND UTILITIES ACCOUNT FOR COST CONSULTING SERVICES; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Longboat Key has budgeted, in the Commission Contingency Account in General Services, unallocated funds to be used at the Town Commission's discretion to provide for unexpected costs and projects in the Town of Longboat Key; and

**WHEREAS**, the Town Commission desires the Town to hire a consultant to perform a feasibility analysis and cost study for underground utilities along Gulf of Mexico Drive at a price not to exceed \$50,000.00; and

**WHEREAS**, the Town desires to use Fiscal Year (FY) 2013-2014 remaining balances in Commission Contingency in the amount of \$12,000.00 toward the project; and

**WHEREAS**, the FY 2014-2015 proposed Commission Contingency budget will be adjusted to pay for the remaining balance of the project in the amount of \$38,000.00; and

**WHEREAS**, there are available and unallocated funds in the FY 2013-2014 budget in the Commission Contingency account; and

**WHEREAS**, a budget transfer of available funds must occur in the FY 2013-2014 budget; and

**WHEREAS**, the Town of Longboat Key, Town Charter, Article V, Section 9(d) provides for such action.

**NOW, THEREFORE**, be it resolved by the Town Commission of the Town of Longboat Key, Florida, that:

SECTION 1. The above Whereas clauses are true and correct and are hereby ratified and confirmed.

SECTION 2. The Town Commission hereby transfers, in the Fiscal Year 2013-2014 Budget, Twelve Thousand and No/100 Dollars (\$12,000.00) from account 001.3000.519.9901, General Services: Commission Contingency, to account 001.3000.519.3116, General Services: Other Professional Services-Underground Utilities.

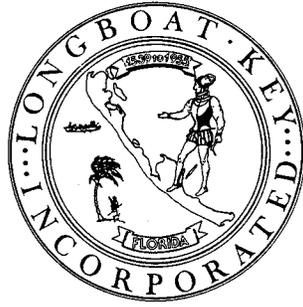
SECTION 3. This Resolution shall become effective immediately upon adoption.

Passed by the Town Commission of the Town of Longboat Key on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
James L. Brown, Mayor

ATTEST:

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Trish Granger, Town Clerk



**End of Agenda Item**