

## M E M O R A N D U M

Date: June 5, 2015

**TO:** Town Commission

**FROM:** Dave Bullock, Town Manager

**SUBJECT:** Resolution 2015-15, Budget Transfer in the Amount of \$87,000 from General Services: Commission Contingency and General Services: Professional Services Accounts to General Services: Professional Services-Underground Utilities Project

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The Town Commission originally authorized 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 (FY2014-15 adopted budget and Resolution 2014-23). This amount was increased to \$180,000.00 (Resolution 2014-31 and Resolution 2015-02) to further evaluate additional options and costs to underground utilities on Longboat Key.

At the June 1, 2015 Regular Meeting the Town Commission approved bringing to referendum, a vote in November 2015 on the undergrounding of the utilities along Gulf of Mexico Drive, to be followed by another referendum in April 2016 regarding undergrounding the utilities in the Town's other neighborhoods that currently have overhead utilities.

The Town will be engaged in two activities between now and November. We will be conducting a public information effort that includes meetings, production of public information literature, responding to questions, etc. This will involve professional services from engineers, financial consultants, outside attorneys, and assistance with public information material.

The second activity will be preparations for the second referendum. This will include long lead time activities like the creation of the special district for the side streets and neighborhood areas. The district must be established by ordinance and necessary information provided to the two Supervisors of Elections to allow them to create the eligible voter list. In addition the public information effort for referendum #1 will lead to questions related to referendum # 2.

The Town Manager requires additional funds to continue consulting and legal costs associated with the November referendum and referendum #2 and has forwarded Resolution 2015-15, to provide for payment for those services.

A budget transfer in the amount of \$87,000 is requested as follows:

Transfer from (Reductions):	
001.3000.519.3104 General Svc: Professional Services: Other	\$ 34,000
001.3000.513.3104 General Svc: Professional Services/ Finance and Admin	16,000
001.3000.519.9901 General Svc: Commission Contingencies	37,000

Transfer to (Increase):

001.3000.519.3116 General Svc: Other Professional Services-Underground Utilities      \$ 87,000

**Note: Any additional funding over and above the \$87,000 that may be require will be brought to you at the September 9, 2015 Regular Meeting in the form of an Ordinance. With no balances remaining in Commission Contingency any further transfers will have to come from other Department Budgets or Use of Fund Balance.**

The amount remaining in Commission Contingency after this transfer is \$56.00. Should an undergrounding referendum pass and a project pursued, these planning expenditures will be reimbursed through the project bonding process.

This item was considered at the June 15, 2015 Special Workshop Meeting and forwarded to the June 15, 2015 Special Meeting for formal action.

## RESOLUTION 2015-15

**A RESOLUTION OF THE TOWN OF LONGBOAT KEY, FLORIDA, AMENDING THE FISCAL YEAR 2014-2015 BUDGET BY TRANSFERRING UNALLOCATED, BUDGETED FUNDS FROM “GENERAL SERVICES: COMMISSION CONTINGENCY,” “GENERAL SERVICES: PROFESSIONAL SERVICES-OTHER,” AND “GENERAL SERVICES: PROFESSIONAL SERVICES-FINANCE AND ADMINISTRATION” TO THE “GENERAL SERVICES: OTHER PROFESSIONAL SERVICES-UNDERGROUND UTILITIES” ACCOUNT FOR PURPOSES OF CERTAIN CONSULTING SERVICES ASSOCIATED WITH THE UNDERGROUNDING OF UTILITIES WITHIN THE TOWN; PROVIDING FOR AN AMOUNT OF THE TRANSFER; 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 that the Town hire certain consultants to: provide advice and perform certain utility engineering and design work associated with utility undergrounding, prepare feasibility and cost studies associated with utility undergrounding, provide advice and perform certain legal work associated with the funding of the utility undergrounding, and perform other planning work and activities associated with evaluating and establishing funding methods for the undergrounding of utilities on Longboat Key; and

**WHEREAS**, the Town Commission has previously appropriated \$180,000.00 toward this undergrounding utility project through the adopted Fiscal Year (FY) 2014-2015 budget including additional appropriations in Resolutions 2014-23, 2014-31, and 2015-02; and

**WHEREAS**, at the June 1, 2015, Regular Meeting, the Town Commission approved bringing to referendum, a vote by the registered electors of the Town in November 2015 on the undergrounding of the utilities along Gulf of Mexico Drive, to be followed by another referendum in April 2016 regarding undergrounding the utilities in the Town’s other neighborhoods that currently have overhead utilities; and

**WHEREAS**, it has been determined that an additional appropriation of \$87,000.00 is needed to continue consulting and related legal costs in preparation for a November referendum; and

**WHEREAS**, there are available unencumbered funds in the FY 2014-2015 budget; and

**WHEREAS**, a budget transfer of available funds must occur in the FY 2014-2015 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 2014-2015 Budget, Eighty-Seven Thousand and No/100 Dollars (\$87,000.00) from accounts

001.3000.519.3104 Professional Services: Other	\$ 34,000.00
001.3000.513.3104 Professional Services-Finance and Admin.	16,000.00
001.3000.519.9901 Commission Contingencies	37,000.00;

to account:

001.3000.519.3116 Other Professional Services-Underground Utilities \$ 87,000,00.

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 \_\_\_\_\_, 2015.

\_\_\_\_\_  
Jack G. Duncan, Mayor

ATTEST:

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Trish Granger, Town Clerk



**End of Agenda Item**