

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

Date: October 19, 2015

**TO:** Town Commission

**FROM:** Dave Bullock, Town Manager

**SUBJECT:** Ordinance 2015-26, Amending the FY 2014-2015 Beach Capital Project Fund Budget to Use Unappropriated Fund Balance for Expenses Related to the Beach Capital Project Fund

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Per Town Charter, the legal level of budgetary control (i.e. the level at which expenditures may not legally exceed the appropriations) is at the line item level. Transfers of appropriations up to \$10,000 between line items within a department or among programs within a department may be approved by the Town Manager. Transfers from one department to another require approval by the Town Commission by Resolution. Transfers of appropriations between funds, the use of unallocated fund balances or other revenue sources amend the budget and require approval by the Town Commission by Ordinance.

I am requesting an appropriation from the Beach Capital Project Fund Budget in the amount of \$21,750 to cover for the following overages for the following line items:

303.4600.519.5401 Memberships	\$ 500
303.4600.519.6525 Beach-Monitor Protected Species	17,400
303.4600.519.6540 New Pass – Coastal Engineering	<u>11,850</u>
	\$ 29,750

Membership to the Florida Shore and Beach Preservation Association was originally budgeted for \$5,500. Member fees in this association increased and the amount paid for FY 2015 membership was \$6,000, which is \$500 greater than original budget amount.

Anticipated monitoring costs have increased for sea turtles and shorebirds during FY 2015. The appropriation of \$17,400 represents the amount of additional monitoring costs expected to be incurred through September 30, 2015, over the original budget amount of \$138,860.

The Town was required to submit and pay a Joint Coastal Permit application fee to the Florida Department of Environmental Protection for the New Pass dredging project. This cost associated with this submittal was not budgeted in the original budget. The New Pass-Coastal Engineering item above in an amount of \$11,850 represents the approximate cost for this permitting fee.

Ordinance 2015-26 amends the FY 2014-2015 Beach Capital Fund Budget to provide for an appropriation from fund balance in the amount of \$29,750. The Beach Capital Project Fund has an unappropriated budgetary fund balance of approximately \$6,147,157.

Ordinance 2015-26 was presented to the Town Commission at their September 21, 2015 Regular Workshop, the October 5, 2015 Regular Meeting for first reading and public hearing and forwarded to the November 2, 2015 Regular Meeting for second reading and public hearing.

Please contact me if you have any questions.

**ORDINANCE 2015-26**

**AN ORDINANCE AMENDING THE BEACH CAPITAL FUND BUDGET OF THE TOWN OF LONGBOAT KEY, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015; TRANSFERRING FUNDS FROM UNAPPROPRIATED FUND BALANCE TO COVER OVERAGES IN OPERATING EXPENSE LINE ITEMS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town desires to amend the Beach Capital Fund budget for Fiscal Year 2015 to balance out fund at year end due to increased expenses relating to association membership fees, monitoring costs for protected species, and unanticipated permitting fees; and

**WHEREAS**, the original adopted budget is insufficient to cover to the additional costs; and

**WHEREAS**, the Finance Director certifies that sufficient unappropriated balances are available in the Beach Capital Project 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 and confirmed.

**SECTION 2.** The Beach Capital Project Fund budget of the Town of Longboat Key for the fiscal year beginning October 1, 2014 and ending September 30, 2015, as adopted pursuant to Ordinance 2014-28, is hereby amended to transfer Twenty-Nine Thousand Seven Hundred and Fifty dollars and 00/100 (\$29,750.00) from unappropriated fund balance to the following accounts:

Transfers to:	
303.4600.519.5401 Memberships	\$ 500
303.4600.519.6525 Beach-Monitor Protected Species	17,400
303.4600.519.6540 New Pass – Coastal Engineering	<u>11,850</u>
	\$ 29,750

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

Adopted on the second reading and public hearing the \_\_\_\_ day of \_\_\_\_\_, 2015.

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

ATTEST:

\_\_\_\_\_  
Trish Granger, Town Clerk



**End of Agenda Item**