# RESOLUTION 2024-23

**A RESOLUTION AMENDING THE ADOPTED BUDGET OF THE TOWN OF LONGBOAT KEY, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; TRANSFERRING FUNDS FROM GENERAL FUND BALANCE TO GENERAL FUND DEPARTMENT BUDGETS FOR ENCUMBERED, UNSPENT PURCHASE ORDERS OPEN AS OF SEPTEMBER 30, 2024; TRANSFERRING FUNDS FROM WATER AND WASTEWATER FUND BALANCE TO UTILITY DEPARTMENT BUDGETS FOR ENCUMBERED, UNSPENT PURCHASE ORDERS OPEN AS OF SEPTEMBER 30, 2024; TRANSFERRING FUNDS FROM BUILDING ENTERPRISE FUND BALANCE TO BUILDING DEPARTMENT BUDGETS FOR ENCUMBERED, UNSPENT PURCHASE ORDERS OPEN AS OF SEPTEMBER 30, 2024; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** Article V, Section 10, of the Town Charter requires that every appropriation, except an appropriation for a capital expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered; and

**WHEREAS,** the Town desires to amend the General Fund Budget, the Water and Wastewater Fund Budget and the Building Department Fund Budgets to account for open purchase orders as of September 30, 2024, that were encumbered, but unspent and move them forward to the fiscal year 2025 budget; and

**WHEREAS,** open Purchase Orders for each of the above-described Funds are listed in Exhibit A, attached herein; and

**WHEREAS**, the Town’s financial accounting system, automatically amends the new year’s budget for any Purchase Orders that have not been liquidated or completed; and

**WHEREAS,** this Resolution serves to provide the Town Commission’s authorization and an audit trail relating to the Budget amendments more specifically set forth herein; and

**WHEREAS,** there are sufficient fund balance reserves in the respective Funds for these encumbrances; and

**WHEREAS**, Article V, Section 9(d), of the Town Charter provides that the Town Commission may authorize such transfers and supplemental appropriations.

**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, are hereby ratified and confirmed, and fully incorporated by reference.

SECTION 2. The Adopted Budgets of the designated Funds referenced above of the Town of Longboat Key for the fiscal year beginning October 1, 2024 and ending September 30, 2025, as adopted pursuant to Resolution 2024-16 are hereby amended.

SECTION 3. The Town Commission hereby increases the fiscal year 2025 General Fund budget, a total of One Hundred Thirty-Five Thousand, Nine Hundred Thirty-Five and 58/100 Dollars ($135,935.58), as detailed on Exhibit A.

SECTION 4. The Town Commission hereby increases the fiscal year 2025 Water and Wastewater Fund budget a total of One Hundred Forty-Eight Thousand Seven Hundred Thirty and 66/100 Dollars ($148,730.66), as detailed on Exhibit A.

SECTION 5. The Town Commission hereby increases the fiscal year 2025 Building Department Fund budget a total of Fifty-Six Thousand One Hundred Ninety-Two and 10/100 Dollars ($56,192.10), as detailed on Exhibit A.

SECTION 6. If any section, subsection, sentence, clause, or provision of this Resolution is held invalid, the remainder of the Resolution shall not be affected.

SECTION 7. This Resolution shall become effective immediately upon adoption.

Passed, following public hearing, by the Town Commission of the Town of Longboat Key on the 2nd day of December, 2024.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kenneth Schneier, Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Trish Shinkle, Town Clerk

Attachment:

Exhibit “A”: Open Purchase Order Listing

**Exhibit A- Open Purchase Order Listing**

General Fund

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PO#** | **Department** | **Account** | **Vendor** | **Description** | **Increase** |
| 24-01564 | Finance | 001-10-14-531.3104 | Sheina Runions | Consulting Services | $34,739.00 |
| 24-01448 | I.T. | 001-10-15-531.3104 | Sentinel Technologies | Office 365 Agreement | $3,129.19 |
| 24-01566 | I.T.  | 001-10-15-552.5212 | Sentinel Technologies | Office 365 Agreement | $50,208.72 |
| 24-01532 | Planning/Zoning | 001-10-25-531.3104 | Raftelis Financial Consultants | Land Acquisition Fee Study | $31,481.00 |
| 24-01565 | Police | 001-20-19-564.401-PDCARS | Motorola Solutions | 3 Police radios | $15,259.27 |
| 24-01543 | Fire | 001-20-20-552.5206 | Stryker EMS | Lucas Device | $714.60 |
| 24-01543 | Fire | 001-20-20-555.5501 | Stryker EMS | Lucas Device | $403.80 |
| **Total General Fund** |  |  |  |  | **$135,935.58** |

Water and Wastewater Fund

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PO#** | **Department** | **Account** | **Vendor** | **Description** | **Increase** |
| 24-01380 | Water | 401-30-52-531.3104 | Florida Fire & Backflow | Annual Backflow Testing | $1,345.00 |
| 24-01421 | Water | 401-30-52-531.3104 | George F Young | GIS Services | $8,663.75 |
| 24-01463 | Water | 401-30-52-531.3104 | Florida Fire & Backflow | Annual Backflow Testing | $10,260.00 |
| 24-01562 | Water | 401-30-52-531.3104 | Sweet Sparkman | Feasibility for PW Building expansion | $13,160.00 |
| 24-01380 | Water | 401-30-52-546.4604 | Florida Fire & Backflow | Annual Backflow Testing | $280.00 |
| 24-01463 | Water | 401-30-52-546.4604 | Florida Fire & Backflow | Annual Backflow Testing | $1,750.00 |
| 24-01470 | Water | 401-30-52-546.4604 | Lapensee Plumbing Inc | Annual Domestic Backflow Testing | $13,975.81 |
| 24-01560 | Wastewater | 401-30-53-531.3104 | Vancore Jones Communications | SRF Referendum  | $32,000.00 |
| 21-00912 | Wastewater | 401-30-53-531.3122 | Carollo Engineers Inc | Consent Order for WW Leak | 59,812.85 |
| 22-01099 | Wastewater | 401-30-53-531.3122 | Sea Ltd | Consent Order for WW Leak | $3,776.00 |
| 24-01545 | Wastewater | 401-30-53-331.3122 | Environmental Science Associates | Consent Order for WW Leak | $3,707.25 |
| **Total Water & Wastewater Fund** |  |  |  |  | **$148,730.66** |

Building Fund

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PO#** | **Department** | **Account** | **Vendor** | **Description** | **Increase** |
| 24-01387 | Building | 402-10-55-531.3104 | Safebuilt Florida Inc | Building Inspection Services | $2,071.60 |
| 24-01388 | Building | 402-10-55-531.3104 | CAP Government Inc | Building Inspection Services | $15,968.00 |
| 24-01389 | Building | 402-10-55-531.3104 | Bureau Veritas North America | Building Inspection Services | $38,152.50 |
| **Total Building Fund** |  |  |  |  | **$56,192.10** |