

TOWN OF LANTANA

Agenda Item Summary

AGENDA ITEM No.: 6a

PREPARED BY: Stephen Kaplan, Finance Director

REVIEWED BY: Brian K. Raducci, ICMA-CM, Town Manager

MEETING DATE: July 8, 2024

AGENDA ITEM: Consideration of Resolution No. R-05-2024 amending the FY 2023/24 budget in accordance with Budget Resolution No. R-06-2023.

ISSUE/BACKGROUND:

As you may recall, the Town normally amends the budget twice a year, once around mid-year and once again at year-end. These amendments adjust the budget for any unforeseen instances that have occurred since the adoption of the original budget that warrant any budget adjustments. The detail of the budget adjustments that we are recommending are reflected on **EXHIBIT "A"** and include the sources (i.e., revenues) and intended purposes (i.e., expenditures). A high-level summary of the budget amendment (by fund) is reflected below.

REVENUES/RESERVES PROVIDED BY:		EXPENDITURES APPROPRIATED TO:	
General Fund (#001)	\$3,979,005	General Fund (#001)	\$3,979,005
Grants Fund (#121)	\$167,000	Grants Fund (#121)	\$167,000
ARPA-Grants Fund (#123)	\$2,037,511	ARPA-Grants Fund (#123)	\$2,037,511
Water & Sewer Fund (#401)	\$185,661	Water & Sewer Fund (#401)	\$185,661
Total	\$6,369,177	Total	\$6,369,177

This Resolution **increases** the overall budget by **\$6,369,177** in order to reflect revenues and expenditures necessary to balance the Town's budget prior to the end of the fiscal year. Although this budget amendment is higher than what we typically see at this time of year, please note the following:

- \$3,815,111, or 60% of the total budget amendment, is funded from American Rescue Plan Act (ARPA) funds, or some other granting agency funds as various projects were identified throughout the year.
- \$2,321,198, or 36% of the total budget amendment is funded from General Fund Reserves, of which \$1,742,535, or 75% are matching requirements from previously awarded grants to the Town including the following long-term projects:
 - \$710,600 in Town matching funds from a Florida Department of Environmental Protection (FDEP) - Resilient Florida Grant to fund Beach Curve Flood Protection (approved by Town Council 11/13/2023)
 - \$900,000 in Town matching funds from a FDEP - Resilient Florida Grant to fund Seawall Hardening (approved by Town Council 01/22/2024)

- \$50,718, or 1% of the total budget amendment is funded from other revenue sources, not including reserves; and
- \$182,150, or 3% of the total budget amendment is funded from Utility Fund Reserves

The budget amendment outlined on **EXHIBIT "A"**, was anticipated and most of the adjustments were previously referenced on the accompanying fact sheets throughout the year (if required), as the items were brought before Town Council for their consideration and approval.

The impact of this amendment has been taken into consideration during the drafting of the FY 2024/25 proposed budget but is not expected to have significant negative consequences on the Town's overall financial position. Based on this analysis, we recommend approval of the attached Resolution.

ATTACHMENT(S):

1. R-05-2024 - Budget Amendment.docx
2. Budget Amendment FY2024 Exhibit A.pdf

SAMPLE MOTION:

I move to (approve) (deny) Resolution No. R-05-2024.

RESOLUTION NO. R-05-2024

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LANTANA, FLORIDA, AMENDING ITS FISCAL YEAR 2023/24 BUDGET IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF BUDGET RESOLUTION R-06-2023; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the necessity for amending the fiscal year 2023/24 Budget has come to the attention of the Town Council of the Town of Lantana, Florida; and

WHEREAS, pursuant to the Budget Resolution passed by the Town Council in accordance with State law, any and all budget amendments shall be formally approved by the Town Council in the form of a budget resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LANTANA, FLORIDA, THAT:

Section 1: The Town Council of the Town of Lantana hereby amends its fiscal year 2023/24 Budget as provided in the schedule attached hereto as Exhibit "A" and made a part hereof, in accordance with the terms and provisions of Budget Resolution R-06-2023.

Section 2: The Town Clerk is hereby directed to attach a copy of this Resolution amending the 2023/24 Budget to the Budget documents and this Resolution shall be made a part of said Budget.

Section 3: In accordance with Florida Statute 166.241(6), the Finance Director is hereby directed to place a copy of this Resolution amending the 2023/24 Budget on the Town's website within five (5) days.

Section 4: This Resolution shall take effect immediately upon adoption by the Town Council.

PASSED AND ADOPTED THIS 8th day of July, 2024.

TOWN OF LANTANA



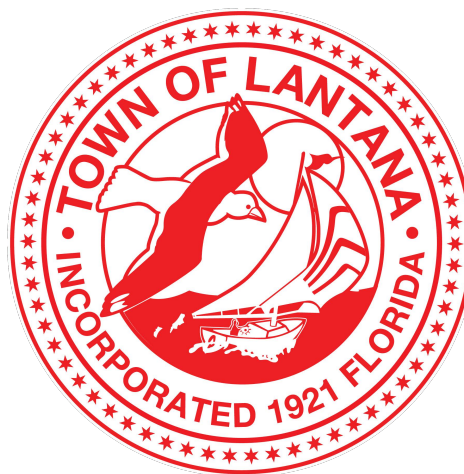
Mayor Karen Lythgoe

ATTEST:

(SEAL)



Kathleen Dominguez, CMC, TOWN CLERK



Approved as to form and legal sufficiency.



R. Max Lohman, TOWN ATTORNEY

**TOWN OF LANTANA
FY 2023/24 MID YEAR BUDGET AMENDMENT RESOLUTION**

DEPARTMENT	FUND	BUDGET INCREASE?	INCREASE/ (DECREASE) BUDGET	REVENUE ACCOUNT	REVENUE ACCOUNT DESCRIPTION	INCREASE/ (DECREASE) BUDGET2	EXPENDITURE ACCOUNT	EXPENDITURE ACCOUNT DESCRIPTION
Administration	001	Y	\$ 23,000.00	001-0000-389-90-10	Use of Reserves	\$ 23,000.00	001-0501-512-31-10	Legal fees for Town Attorney
Police	001	Y	650.00	001-0000-366-10-90	Contributions/Donations	650.00	001-2021-521-68-90	01/31/2024: Police Explorers worked with Chick Fil A & received \$649.91
Police	001	Y	150.00	001-0000-366-10-90	Contributions/Donations	150.00	001-2021-521-68-90	02/14/2024: Received donation from Town of Hypoluxo for the Lantana Police Explorers Program
Police	001	Y	6,330.00	001-0000-369-10-20	Insurance Proceeds	6,330.00	001-2022-521-46-10	Insurance proceeds due to vehicle accident (Detective Bureau)
Development Service	001	Y	16,703.00	001-0000-369-10-20	Expenditure Reimbursements	16,703.00	001-3001-524-63-14	Development Services new tree mitigation account per Town Code
Public Services	001	Y	1,031,935.00	001-0000-389-90-10	Use of Reserves	1,031,935.00	001-3901-539-63-16	Grant & cost to repair Bicentennial Park seawall; companion to FL DEP Grant; \$900k Town match required
Public Services	001	Y	900,000.00	001-0000-334-39-20	Grant-FL DEP	900,000.00	001-3901-539-63-16	Grant & cost to repair Bicentennial Park seawall; companion to FL DEP Grant; \$900k Town match required
Public Services	001	Y	13,374.00	001-0000-369-10-20	Insurance Proceeds	13,374.00	001-3937-572-46-10	Insurance proceeds from damaged 2022 GMC Sierra 1500 (asset #7244) from Public Services
Public Services	001	Y	710,600.00	001-0000-389-90-10	Use of Reserves	710,600.00	001-3946-539-63-20	Grant & cost to repair Beach Curve Flood Protection; companion to FL DEP Grant; \$710.6k Town match required
Public Services	001	Y	710,600.00	001-0000-334-39-22	Grant-FL DEP #2	710,600.00	001-3946-539-63-20	Grant & cost to repair Beach Curve Flood Protection; companion to FL DEP Grant; \$710.6k Town match required
Public Services	001	Y	300,000.00	001-0000-389-90-10	Use of Reserves	300,000.00	001-3946-539-64-10	Transfer budget for seawall repair at Bicentennial & Sportsman's Parks from ARPA Fund to the General Fund
Public Services	001	Y	30,000.00	001-0000-389-90-10	Use of Reserves	30,000.00	001-3946-539-64-10	Transfer budget for protective coating on seawall sheets from ARPA Fund to General Fund
Library	001	Y	44,000.00	001-0000-389-90-10	Use of Reserves	44,000.00	001-7101-571-12-10	Salary & benefits to cover employee's move from Development Services to the Library
Library	001	Y	20,000.00	001-0000-389-90-10	Use of Reserves	20,000.00	001-7101-571-64-12	ALA "donation" for LTC Accessible Grant; amount was recorded in FY 2024, but received in FY 2023 & accrued which combined into Fund Balance; the FY 2024 \$20k was recorded in Donations 001-0000-366-10-90
Library	001	Y	10,000.00	001-0000-366-10-90	Donations/Contributions	10,000.00	001-7101-571-64-12	ALA "donation" received 04/02/2024
Non-Dept	001	Y	83,663.00	001-0000-389-90-10	Use of Reserves	83,663.00	001-9901-519-46-90	BDI Marine for seawall repairs approved at 10/23/2023 TC Mtg
Non-Dept	001	Y	78,000.00	001-0000-389-90-10	Use of Reserves	78,000.00	001-9901-519-49-90	Parking fees for ParkMobile
			\$ 3,979,005.00			\$ 3,979,005.00		
Public Services	121	Y	\$ 167,000.00	121-0000-334-39-20	Grant	\$ 167,000.00	121-3901-539-64-12	Baxter & Woodman: Grant for Asset Inventory & Ocean Ave Vulnerability Assessment approved at 08/14/2023 TC Mtg
			\$ 167,000.00			\$ 167,000.00		
Police	123	Y	\$ 40,338.00	123-0000-389-90-10	Use of Reserves	40,338.00	123-2001-521-64-19	Nissan Pathfinder approved at 12/11/2023 TC Mtg
Police	123	Y	150,618.00	123-0000-389-90-10	Use of Reserves	150,618.00	123-2021-521-64-21	Three (3) Ford Police Interceptor utility vehicles approved at 11/13/2023 TC Mtg
Police	123	Y	381,091.00	123-0000-389-90-10	Use of Reserves	381,091.00	123-2021-521-64-23	Motorola radios & equipment approved at 04/08/2024 TC Mtg
Police	123	Y	9,978.00	123-0000-389-90-10	Use of Reserves	9,978.00	123-2021-521-64-24	Additional body worn cameras
Police	123	Y	11,577.00	123-0000-389-90-10	Use of Reserves	11,577.00	123-2021-521-64-26	Police mobile speed trailer
Police	123	Y	26,599.00	123-0000-389-90-10	Use of Reserves	26,599.00	123-2021-521-64-27	Police drone approved at 04/08/2024 TC Mtg
Police	123	Y	49,059.00	123-0000-389-90-10	Use of Reserves	49,059.00	123-2022-521-64-17	2024 Toyota Tundra Crew Max SR for Detectives Bureau approved at 01/08/2024 TC Mtg
Police	123	Y	9,990.00	123-0000-389-90-10	Use of Reserves	9,990.00	123-2023-521-64-12	Three (3) additional PD Flock cameras
Police	123	Y	25,000.00	123-0000-389-90-10	Use of Reserves	25,000.00	123-2023-521-64-13	Equipment for police recording system
Public Services	123	Y	121,510.00	123-0000-389-90-10	Use of Reserves	121,510.00	123-3901-539-63-15	Chen Moore & Assoc stormwater fee assessment approved at 02/26/2024 TC Mtg
Public Services	123	Y	554,432.00	123-0000-389-90-10	Use of Reserves	554,432.00	123-3937-572-63-20	M&M Asphalt townwide paving approved at 03/11/2024 TC Mtg
Public Services	123	Y	129,551.00	123-0000-389-90-10	Use of Reserves	129,551.00	123-3937-572-63-20	M&M Asphalt townwide paving approved at 05/03/2024 TC Mtg
Public Services	123	Y	156,812.00	123-0000-389-90-10	Use of Reserves	156,812.00	123-3937-572-64-16	Bucket truck approved at 02/12/2024 TC Mtg
Public Services	123	Y	63,895.00	123-0000-389-90-10	Use of Reserves	63,895.00	123-3937-572-64-17	Bobcat skid loader approved at 02/12/2024 TC Mtg
Public Services	123	Y	39,310.00	123-0000-389-90-10	Use of Reserves	39,310.00	123-3937-572-64-18	CSA for Dixie Hwy Median project approved at 02/26/2024 TC Mtg
Public Services	123	Y	21,906.00	123-0000-389-90-10	Use of Reserves	21,906.00	123-3937-572-64-35	Additional funds for grapple truck approved at 02/12/2024 TC Mtg
Public Services	123	Y	30,257.00	123-0000-389-90-10	Use of Reserves	30,257.00	123-3939-572-64-19	Nissan Rogue (formerly RAV4) approved at 10/23/2023 TC Mtg
Public Services	123	N	(300,000.00)	123-0000-389-90-10	Use of Reserves	(300,000.00)	123-3946-539-63-10	Transfer budget for seawall repair at Bicentennial & Sportsman's Parks from ARPA Fund to the General Fund
Public Services	123	N	(30,000.00)	123-0000-389-90-10	Use of Reserves	(30,000.00)	123-3946-539-63-10	Transfer budget for protective coating on seawall sheets from ARPA Fund to General Fund
Public Services	123	Y	122,745.00	123-0000-389-90-10	Use of Reserves	122,745.00	123-3962-533-63-18	CSA No. 2023-06 (B&W) engineering services for S Broadway & W Pine St Water Main Improvement Project approved at 01/08/2024 TC Mtg
Public Services	123	Y	164,612.00	123-0000-389-90-10	Use of Reserves	164,612.00	123-3962-533-64-16	Two (2) Ford F350 utility trucks approved at 12/11/2023 TC Mtg
Public Services	123	Y	101,100.00	123-0000-389-90-10	Use of Reserves	101,100.00	123-3963-535-64-12	Emergency/replacement pumps for Lift Station #1 approved at the 7/24/2023 TC Mtg
Public Services	123	Y	34,200.00	123-0000-389-90-10	Use of Reserves	34,200.00	123-3964-533-64-17	Sodium Hypochlorite Skid System at WTP approved at 02/26/2024 TC Mtg
Public Services	123	Y	122,931.00	123-0000-389-90-10	Use of Reserves	122,931.00	123-3964-533-64-18	Odyssey 50-ton brine storage tank approved at 01/22/2024 TC Mtg
			\$ 2,037,511.00			\$ 2,037,511.00		
Administration	401	Y	\$ 9,400.00	401-0000-389-90-20	Use of Reserves	\$ 9,400.00	401-0501-512-31-10	Legal fees for Town Attorney
Public Services	401	Y	1,511.00	401-0000-363-23-10	Water Impact Fees	1,511.00	401-3962-533-64-30	Impact fees collected to be used for specified purposes
Public Services	401	Y	2,000.00	401-0000-363-24-10	Wastewater Impact Fees	2,000.00	401-3963-535-64-30	Impact fees collected to be used for specified purposes
Public Services	401	Y	172,750.00	401-0000-389-90-20	Use of Reserves	172,750.00	401-3964-533-63-19	Baxter & Woodman CSA for Water Treatment Plant Instrumentation & Controls Improvements approved at 05/13/2024 TC Mtg
			\$ 185,661.00			\$ 185,661.00		
Totals	Total Water & Sewer Fund		\$ 6,369,177.00			\$ 6,369,177.00		