



Cover Memorandum/Staff Report

File #: 25-971

Agenda Date: 9/3/2025

Item #: 7.B.

TO: Mayor and Commissioners
FROM: Henry Dachowitz, Chief Financial Officer
THROUGH: Terrence R. Moore, ICMA-CM
DATE: September 03, 2025

RESOLUTION NO. 171-25 AMENDING THE FISCAL YEAR 2024-25 BUDGET ADOPTED BY RESOLUTION NO.175-24 ON SEPTEMBER 16, 2024.

Recommended Action:

Motion to Approve Resolution No.171-25 amending the Fiscal Year 2024-25 budget adopted on September 16, 2024.

Background:

The purpose of this request is to amend the adopted Fiscal Year (FY) 2024-25 budget to account for items that were not anticipated, or measurable at the time of original budget adoption. Per Florida State Statute (FSS) 166.241, the City's Adopted Budget may be revised with a Budget Amendment approved by the City Commission. Provided below is a summary of the budget changes staff is recommending. The attached Resolution and Exhibit A provides details of the proposed changes.

General Fund (001) \$21,752.12 change

Public Works / Engineering

Request to amend the budget to cover CRA approved funding for a Project Manager in the Engineering Division

The transfer amount requested is \$21,752.12

Funding Source: CRA Contribution & Donation funds

Transfer to support building maintenance and improvements at Old School Square and remove paint from the pavers in the Pride Intersection

The expense to expense transfer amount requested is \$15,000.00

Funding Source: No change in the General Fund

Finance

Transfer in to cover the cost of 2 positions: Police Payroll Coordinator and Budget Coordinator-Fire

The expense to expense departmental transfer-in to Finance requested is \$111,079.75

Funding Source: No change in the General Fund

Neighborhood & Community Services

Transfer to acquire trash receptacle lids to replace damaged lids throughout the Downtown District

The expense to expense transfer amount requested is \$7,000.00

Funding Source: No change in the General Fund

Fire

Transfer out to cover the cost of 1 position: Budget Coordinator-Fire

The expense to expense departmental transfer-out from Fire requested is \$68,175.36

Funding Source: No change in the General Fund

Transfer to cover the cost of replacing essential equipment - Patient Care Stretchers

The expense to expense transfer amount requested is \$41,921.35

Funding Source: No change in the General Fund

Transfer to cover additional cost due to increased holiday pay obligations and anticipated overtime

The expense to expense transfer amount requested is \$70,000.00

Funding Source: No change in the General Fund

Police

Transfer out to cover the cost of 1 position: Police Payroll Coordinator

The expense to expense departmental transfer-out from Police requested is \$42,904.40

Funding Source: No change in the General Fund

Recreation Impact Fee Fund (117) No change

Transfer to cover the cost of upgrading the water line at Seacrest Soccer Field

The expense to expense transfer amount requested is \$30,000.00

Funding Source: No change in the Recreation Impact Fee Fund

Neighborhood Services Fund (118) No change

Transfer to allocate funds for additional employee overtime cost

The expense to expense transfer amount requested is \$2,000.00

Funding Source: No change in the Neighborhood Services Fund

Opioid Settlement Fund (123) \$158,000 change**Police**

Transfer allocating Opioid Settlement Funds into the proposed Police programs per City Commission

The transfer amount requested is \$78,000.00

Funding Source: Opioid Settlement Fund Deferred Revenue

Fire

Transfer allocating Opioid Settlement Funds into the proposed Fire programs per City Commission

The transfer amount requested is \$80,000.00

Funding Source: Opioid Settlement Fund Deferred Revenue

General Construction Fund (334) \$155,000 change

Transfer to cover construction delays, thus requiring an extension of CEI services

The transfer amount requested is \$155,000.00

Funding Source: Prior Year Surplus from the General Construction Fund

Water & Sewer Fund (441) No change

Transfer to cover position reclassifications related to staff upgrades and union increases

The expense to expense transfer amount requested is \$106,000.00

Funding Source: No change in the Water & Sewer Fund

Stormwater Utility Fund (448) No change

Transfer to cover Lakeview Drive drainage improvement construction delays, thus requiring an extension of CEI services

The expense to expense transfer amount requested is \$52,019.00

Funding Source: No change in the Stormwater Utility Fund

Cemetery Fund (475) \$15,290 change

Transfer to bring a purchase order to the full value of service needed and to cover a clerical error

The transfer amount requested is \$15,290.00

Funding Source: Prior Year Surplus from the Cemetery Fund

The attached Exhibit A provides details of the proposed changes.

Funding Source/Financial Impact:

See Exhibit A appended to Resolution No. 171-25

Timing of Request: Approval of this request will properly amend the budget, as listed in Exhibit A.