

INTRODUCED BY:
MAYOR BROWN



ORDINANCE NO. 2021-12

A BILL TO BE ENTITLED

AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF NEPTUNE BEACH, FLORIDA FOR FISCAL YEAR 2022, BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022.

WHEREAS, the City of Neptune Beach adopted an operating budget for fiscal year 2022, and

WHEREAS, the nature of budgetary systems and those day to day decisions affecting such budgetary systems requires adjustments from time to time.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF NEPTUNE BEACH, FLORIDA, that:

1. The Fiscal Year 2022 Final Budget be Amended as follows:

<u>GENERAL FUND</u>	<u>Original Budget</u>	<u>Amendment</u>	<u>Amended Budget FY 2022</u>
Revenue Additions:			
001-0000-332-10-00 <i>America Rescue Plan Act</i>	-	\$ 1,817,848	\$ 1,817,848
001-0000-389-10-00 <i>Appropriated Fund Balances</i>	-	\$ 20,000	\$ 20,000
Total	-	\$ 1,837,848	\$ 1,837,848
<u>EXPENDITURES:</u>			
Added Expenditures:			
301-1772-572-60-65 <i>Jarboe Park Construction in Progress</i>	-	\$ 20,000	\$ 20,000
001-1115-515-30-48 <i>Community Development Promotional & Advertising</i>	-	\$ 2,500	\$ 2,500
001-1119-519-30-46 <i>Non-Departmental Repair & Maintenance</i>	\$ 40,000	\$ 100,000	\$ 140,000
Total	-	\$ 122,500	\$ 162,500

<u>STORMWATER FUND</u>	<u>Original Budget</u>	<u>Amendment</u>	<u>Amended Budget FY 2022</u>
Revenue Additions:			
441-0000-369-90-00	-	\$ 317,848	\$ 317,848
<i>Stormwater - Other Miscellaneous Revenue</i>			
Total	-	\$ 317,848	\$ 317,848
<u>EXPENDITURES:</u>			
Added Expenditures:			
441-1441-541-30-31	\$ 480,000	\$ 200,000	\$ 680,000
<i>Stormwater – Professional Services (Design L, Q, C)</i>			
441-1441-541-30-46	\$ 131,500	\$ 117,848	\$ 249,348
<i>Stormwater – Repair & Maintenance (L, Q, C)</i>			
Total	\$ 611,500	\$ 317,848	\$ 929,348
<u>WATER & SEWER FUND</u>	<u>Original Budget</u>	<u>Amendment</u>	<u>Amended Budget FY 2022</u>
Revenue Additions:			
401-0000-369-90-00	-	\$ 1,400,000	\$ 1,400,000
<i>Water & Sewer – Other Miscellaneous Revenue</i>			
Total		\$ 1,400,000	\$ 1,400,000
Added Expenditures:			
401-4335-535-30-46	\$ 131,500	\$ 1,150,000	\$ 1,281,500
<i>Sewer Services – Repair & Maintenance</i>			
401-4336-536-60-63	\$ 550,000	\$ 250,000	\$ 800,000
<i>Water Services – Improvements – Not Buildings</i>			
Total	\$ 631,500	\$ 1,400,000	\$ 2,081,500

Section 2. The Ordinance shall become effective immediately upon its passage by the City Council

VOTE RESULTS OF FIRST READING:

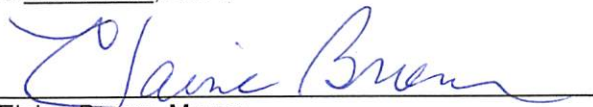
Mayor Elaine Brown	YES
Vice Mayor Fred Jones	YES
Councilor Josh Messinger	YES
Councilor Kerry Chin	YES
Councilor Lauren Key	YES

Passed on First Reading on this 1st day of November, 2021.


VOTE RESULTS OF SECOND AND FINAL READING:

Mayor Elaine Brown	YES
Vice Mayor Fred Jones	YES
Councilor Josh Messinger	ABSENT
Councilor Kerry Chin	YES
Councilor Lauren Key	YES

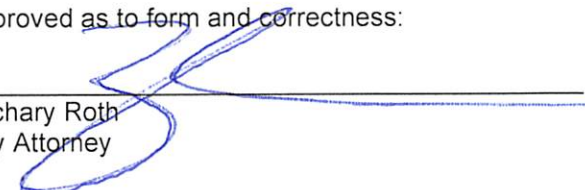
Passed on Second and Final Reading on this 15th day of November, 2021.


Elaine Brown, Mayor

ATTEST:


Catherine Ponson, CMC
City Clerk

Approved as to form and correctness:


Zachary Roth
City Attorney





BUDGET AMENDMENT REQUEST

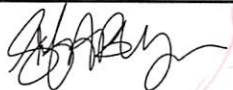
DATE: 10/26/2021

Name of
Requestor: Stefen Wynn

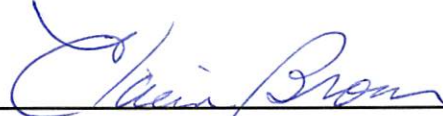
Budget Amendment/Transfer Number: 2022-01-01

Account Number	Project Number	Budget Amendment/Transfer	Description	Amount Increase/ (Decrease)	Current Budget	Revised Budget
001-1115-515-30-48	Exp.	Budget Amendment	Promotional & Advertising	\$2,500	-\$0-	\$2,500

REVIEW PROCESS:

Department Head	
Chief Financial Officer	
City Manager	 Digitally signed by Stefen Wynn Date: 2021.10.27 14:39:38 -04'00'

Date of Council 11/15/2021
Meeting Approval:


Mayor Elaine Brown



CITY OF

BUDGET AMENDMENT REQUEST

Budget Amendment/Transfer Number: 2022-01-01

Explanation:

Why are the funds needed, or Where are the funds coming from?

The Community Development Department receives money for advertising cases that need to go before the Community Development Board for review. The Revenue accounts that receive this money are: 001-0000-341-20-10 'Board of Appeals Fees' budgeted \$1,500 in expected revenue and 001-0000-341-20-20 'Planning Review Board Fee' budgeted \$3,500 in expected Revenue. Staff requests that expected revenue from Board of Appeals Fees and Planning Review Board Fees are diverted to pay for the required advertising that the collection of the fee is intended to relieve.

Where are funds available ?

Revenue is collected to cover the cost of advertising through the use of fees associated with the application process. The account code 001-1115-515-30-48 already exists within the City's book of record, but was not funded during the budget process. Staff recommends funding the account with \$2,500 from revenue collected from the aforementioned fees in order to pay for the required newspaper advertising.



DATE: 10/26/2021

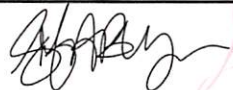
BUDGET AMENDMENT REQUEST

Name of
Requestor: Stefen Wynn

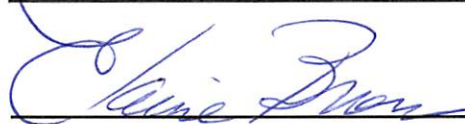
Budget Amendment/Transfer Number: 2022-02-01

Account Number	Project Number	Budget Amendment/Transfer	Description	Amount Increase/ (Decrease)	Current Budget	Revised Budget
301-1772-572-60-65	Exp.	Budget Amendment	Jarboe Park - 'Construction in Progress'	\$20,000	-\$0-	\$20,000
001-0000-389-10-00	Rev.	Budget Amendment	Appropriated Fund Balance	\$20,000	-\$0-	\$20,000

REVIEW PROCESS:

Department Head	
Chief Financial Officer	
City Manager	 Digitally signed by Stefen Wynn Date: 2021.10.27 14:38:57 -04'00'

Date of Council Meeting Approval: 11/15/2021


Mayor Elaine Brown



BUDGET AMENDMENT REQUEST

Budget Amendment/Transfer Number: 2022-02-01

Explanation:

Why are the funds needed, or Where are the funds coming from?

During FY-2021, the City of Neptune Beach received a donation to the park construction in the amount of \$20,000 from discretionary funds of the Eckstein Foundation. The total amount of the donation was \$50,000 to go towards three different projects happening within the City. \$20,000 was sent to 'Jarboe Park Donations' 200-0000-369-30-00; \$20,000 was sent to 'General Fund Donations' and specifically for the Police Department 001-0000-368-00-00; and \$10,000 was sent to CDBG (Senior Center) 'Donations' 103-0000-383-00-00. During the October 4th Council Meeting, direction was given to approve construction of (2) additional sunshades and an additional ADA swing seat. The total amount of those purchases is \$13,460.62.

Where are funds available ?

At the end of each fiscal year, balances are rolled forward into the fund balance account. The common colloquial for the fund balance is known as 'reserves.' The fund balance account that will be used to cover the expenses in Jarboe Park specific to the sunshades and new ADA swing is: 001-0000-271-00-00. The Fund Balance (Reserve) will be reduced by \$20,000 and the Construction in Progress Account 301-1772-572-60-65 will be increased \$20,000.



DATE: 10/26/2021


BUDGET AMENDMENT REQUEST

Name of
Requestor: Jim French


Budget Amendment/Transfer Number: 2022-03-01

Account Number	Project Number	Budget Amendment/Transfer	Description	Amount Increase/ (Decrease)	Current Budget	Revised Budget
401-4335-535-30-55		Transfer	education courses to travel and per diem for training	(\$2,000)	\$10,000	\$8,000
401-4335-535-30-40		Transfer	Increase travel and per diem for training	\$2,000	\$1,000	\$3,000
401-4335-535-30-34		Transfer	other contractual services to repair and maintenance	(\$150,000)	\$321,000	\$171,000
401-4335-535-30-46	PA 9767 & 9785	Transfer	Increase repair and maintenance for emergency sewer main repairs	\$150,000	\$131,500	\$281,000

REVIEW PROCESS:

Department Head	
Chief Financial Officer	
City Manager	 Digitally signed by Stefan Wynn Date: 2021.10.27 14:40:16 -04'00'

Date of Council
Meeting Approval:


Mayor Elaine Brown

Explanation Page for Each Line Item Must Immediately Follow



BUDGET AMENDMENT REQUEST

Budget Amendment/Transfer Number: 2022-03-01

Explanation:

Why are the funds needed, or Where are the funds coming from?

1. Move \$2,000 of funds from education courses into travel and per diem to cover expenses for out of town training.

2. Move \$150,000 of funds from other contractual services intended for tank cleaning at the WWTF into repair and maintenance for emergency sewer main repairs on Forest Avenue and Strickland Road.

Where are funds available ?

1. 401-4335-535-30-55 Education Courses

2. 401-4335-535-30-34 Other Contractual Service



DATE: 10/27/2021

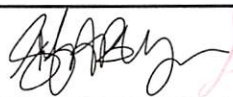
BUDGET AMENDMENT REQUEST

Name of Requestor: Stefen Wynn


Budget Amendment/Transfer Number: 2022-04-01

Account Number	Project Number	Budget Amendment/Transfer	Description	Amount Increase/ (Decrease)	Current Budget	Revised Budget
001-0000-332-10-00	Rev.	Budget Amendment	General Fund - America Rescue Plan Act (ARPA)	\$1,817,848	-\$0-	\$1,817,848
401-4335-535-30-46	Exp.	Budget Amendment	Sewer Services - Repair & Maintenance	\$1,150,000	\$131,500	\$1,281,500
401-4336-536-60-63	Exp.	Budget Amendment	Water Services - Improvements - Not Buildings (Sandblast)	\$250,000	\$550,000	\$800,000
441-1441-541-30-31	Exp.	Budget Amendment	Stormwater - Professional Services (Design L,Q,C)	\$200,000	\$480,000	\$680,000
441-1441-541-30-46	Exp.	Budget Amendment	Stormwater - Repair & Maintenance	\$117,848	\$131,500	\$249,348
001-1119-519-30-46	Exp.	Budget Amendment	General Fund Non-Departmental Repair & Maintenance	\$100,000	\$40,000	\$140,000
401-0000-369-90-00	Rev.	Transfer	Other Misc. Revenues	\$1,400,000	-\$0-	\$1,400,000
441-0000-396-90-00	Rev.	Transfer	Other Misc. Revenues	\$317,848	-\$0-	\$317,848

REVIEW PROCESS:

Department Head	
Chief Financial Officer	
City Manager	 <p>Digitally signed by Stefen Wynn Date: 2021.10.27 17:10:50 -04'00'</p>

Date of Council Meeting Approval: 11/15/2021


 Mayor Elaine Brown



BUDGET AMENDMENT REQUEST

Budget Amendment/Transfer Number: 2022-04-01

Explanation:

Why are the funds needed, or Where are the funds coming from?

The America Rescue Plan Act (ARP) provided local non-entitlement units (local governments) with grant funding to assist with the ongoing effects of the COVID-19 pandemic. These funds have specific requirements on which they can be used, and have specific reporting requirements as well. These funds are needed for critical infrastructure repairs within the Public Works facilities and other expenditures as may be allowed by the requirements of the ARP funding from the legislation. .

\$1,817,848 Revenue into 001-0000-332-10-00; (\$1,150,000) into 401-4335-535-30-46 for repair and maintenance to the Sanitary Sewer Services; (\$250,000) into 401-4336-536-60-63 for Water Services Improvements not Buildings to sandblast the water tower; (\$200,000) into 441-1441-541-30-31 for Stormwater Professional Services to design repairs and improvements using the Lighter, Quicker, Cheaper method; (\$117,848) into 441-1441-541-30-46 for Stormwater Repairs and Maintenance on design for Lighter, Quicker, Cheaper projects as designed; and (\$100,000) to 001-1119-519-30-46 for Non-Departmental Repair & Maintenance. .

Transfer from 001-0000-332-10-00 America Rescue Plan Act to 401-0000-369-90-00 Other Miscellaneous Revenue in the Water & Sewer Fund in the amount of \$1,400,000 to cover expenditures planned for Sewer. Transfer from 001-0000-332-10-00 America Rescue Plan Act to: 441-0000-369-90-00 Stormwater Other Misc. Revenue (New Account), in the amount of \$317,848.

Where are funds available ?

A new account was setup 001-0000-332-10-00 General Fund - America Rescue Plan Act (ARPA), alias ARP Grant to receipt the funding into the City's general ledger. A total of \$1,817,848 is available within the newly created account to be used for any expense allowable under ARPA. .

001-0000-332-10-00 General Fund - America Rescue Plan Act (ARPA) is a new account.