



## MEMORANDUM TO VENICE CITY COUNCIL

**FROM:** Linda Senne, CPA, Finance Director *LS*

**DEPARTMENT:** Finance Department

**THROUGH CHARTER OFFICER:** Edward Lavalley, City Manager **E-SIGN:** *EL*

**DATE:** August 10, 2023 **MEETING DATE:** August 22, 2023

**COUNCIL ACTION REQUESTED:** For Council Adoption by Motion

**SUPPORTS STRATEGIC PLAN:** Goal Three: Ensure a Fiscally Sound City

**SUBJECT / TOPIC:** Budget Amendment #4 for Fiscal Year 2023

**BACKGROUND INFORMATION:** The City of Venice, pursuant to Section 200.065, Florida Statutes, adopted its fiscal year (FY) 2023 operating budget, revenues and expenses, and capital improvement program by approving Ordinance No. 2022-26 on September 26, 2022 for \$144,139,472. The City Council can amend the budget as necessary throughout the year by adopting an amending ordinance in the same manner as the original budget adoption.

The FY2023 budget was increased by certain encumbrances (\$19,406,713) and project balances (\$38,433,391) rolled forward from FY2022. Encumbrances represent the balances on certain purchase orders at September 30, 2022. Project balances are when a project has been approved in FY2022, but a contract has not been finalized (or encumbered). The Fiscal Year 2023 budget was amended by approving Ordinance No. 2023-01 on January 24, 2023 for \$4,983,131, by approving Ordinance No. 2023-08 on March 28, 2023 for \$6,486,955, and by approving Ordinance No. 2023-20 on June 27, 2023 for \$3,583,512, said budget as amended being \$217,033,174.

In addition, certain additional expenses were not anticipated at the time the original FY2023 budget was adopted or amended. The City desires to amend its FY2023 adopted budget by \$670,949. \$150,000 of this amount is to appropriate additional park impact fee funds for the croquet expansion at Wellfield Park as identified on the attached memo from the City Engineer, and \$520,949 is to appropriate additional funds for the design of the Tarpon Center Upgrades project as identified on the attached memo from the City Engineer. The proposed amended budget for FY2023 is \$217,704,123 as shown in the schedule on page 2.

	Adopted FY2023 Budget	Encumbrance Roll	Project Rolls	Budget Amendments # 1-3	Adjusted Original Budget	Budget Amendment #4	Total Amended Budget
General Fund	\$ 40,522,296	\$ 317,595	\$ -	\$ 2,263,685	\$ 43,103,576	\$ -	\$ 43,103,576
1Cent Sales Tax	6,220,495	566,616	(50,216)	251,465	6,988,360	-	6,988,360
Building Fund	5,473,701	22,568	-	3,051,842	8,548,111	-	8,548,111
Other Special Re	1,561,400	-	-	-	1,561,400	-	1,561,400
Debt Serve Fund	2,565,393	-	-	-	2,565,393	-	2,565,393
Cap Proj Funds	3,613,000	18,224	1,861,774	-	5,492,998	670,949	6,163,947
Enterprise Funds	70,137,391	17,875,197	36,621,833	9,650,000	134,284,421	-	134,284,421
Internal Service	14,045,796	606,513	-	(163,394)	14,488,915	-	14,488,915
Total	\$ 144,139,472	\$ 19,406,713	\$ 38,433,391	\$ 15,053,598	\$ 217,033,174	\$ 670,949	\$ 217,704,123

**STAFF RECOMMENDATION:** Approve Budget Amendment.

Yes N/A

- Document(s) Reviewed for ADA compliance (required if for agenda posting)
  - City Attorney Reviewed/Approval
  - Risk Management Review
  - Finance Department Review/Approval
- Funds Availability (account number): see Attachment A to Budget Amendment Ordinance No. 2023-31



# MEMORANDUM TO VENICE CITY COUNCIL

**THROUGH CHARTER OFFICER:** Edward Lavallee, City Manager

**E-SIGN:**

**FROM:** Kathleen Weeden, City Engineer

  
Edward Lavallee (Aug 7, 2023 16:33 EDT)

**DEPARTMENT:** Engineering

**DATE:** 08/07/2023

**MEETING DATE:** 08/22/2023

**SUBJECT / TOPIC:** Croquet Expansion at Wellfield Park – Budget Amendment

**BACKGROUND INFORMATION:** Sarasota County has added \$150,000 in South County Park Impact Fees for a total funded amount of \$350,000 as illustrated in Sarasota County Project #93125 Adopted Budget and the Locally Funded Agreement (LFA) approved by City Council on 4/25/2023 and adopted by Sarasota County Board of County Commissioners (BOCC) on 5/9/2023. In accordance with a separate agreement with the Sarasota County Croquet Club (SCCC) approved by City Council on 4/25/2023, SCCC will contract all work with eligible costs submitted to the City for reimbursement from the LFA funds. Expansion of the Croquet Fields at Wellfield Park is included in the City’s FY2023 Adopted Budget for \$200,000. This budget amendment request adds the \$150,000 funded by South County Park Impact Fees as income and expense line items within the City budget.

**SUPPORTS STRATEGIC PLAN:** Goal Four: Upgrade and Maintain City Infrastructure and Facilities

**COUNCIL ACTION REQUESTED:** Choose an item.

Execution of a budget amendment to increase the Croquet Expansion at Wellfield Park from \$200,000 to \$350,000 to add \$150,000 in South County Park Impact Fees to the project.

- 
- | Yes                                 | N/A                                 |   |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Document(s) Reviewed for ADA compliance (required if for agenda posting)      |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | City Attorney Reviewed/Approval   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Risk Management Review  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Finance Department Review/Approval  |
|                                     |                                     | Funds Availability (account number): Park Impact Fees Acct#301-0930-572.63-00 |



MEMORANDUM TO VENICE CITY COUNCIL

*Edward Lavallee*  
Edward Lavallee (Aug 10, 2023 09:19 EDT)

**THROUGH CHARTER OFFICER:** Edward Lavallee, City Manager      **E-SIGN:**  
**FROM:** Kathleen Weeden, City Engineer  
**DEPARTMENT:** Engineering/Stormwater

**DATE:** August 9, 2023      **MEETING DATE:** August 22, 2023

**SUBJECT / TOPIC:** Florida Department of Environmental Protection (FDEP) Grant Agreement –

**BACKGROUND INFORMATION:** The Tarpon Center Nature Based Flood Mitigation Pilot Project was identified in the Resilience Plan completed in April 2021. The Tarpon Center project elevates the existing seawall to protect the evacuation route in response to high tides and storm surge impacts that limit travel in the roadway. In addition, living shoreline and water quality improvements are included in the project. Based on the project parameter, an initial grant application was approved by FDEP for \$625,000. Additional grant funds of \$950,000 were approved by FDEP in the State Budget adopted July 1, 2023. Both grant appropriations are 50/50 match.

The Tarpon Center Project has been combined with utilities upgrades scheduled within the corridor to improve efficiency and cost effectiveness. A large project design agreement has been negotiated with Ardurra for the overall project design as the Engineer of Record for the Utilities Department. The design portion for resiliency and road/sidewalk portions of the project totals \$670,949; with \$394,163 allocated to resiliency and \$276,786 to street/sidewalk/multi-modal. Only \$150,000 was appropriated in FY2023 for design. An additional \$520,949 needs to be appropriated in FY2023 for the total cost of the design which is included in Budget Amendment #4 for FY2023.

The Grant Agreement Amendment in the amount of \$950,000 will be provided to City Council for approval on consent at a future meeting and amounts will be reflected on the “Memo – Changes from June Budget Workshop” and included in the FY2024 Final Adopted Budget.

**SUPPORTS STRATEGIC PLAN:** Goal Four: Upgrade and Maintain City Infrastructure and Facilities

**COUNCIL ACTION REQUESTED:** Approve budget amendment to increase the design portion of the Tarpon Center Resiliency and Multimodal Project by \$520,949 to \$670,949.

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Yes	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Document(s) Reviewed for ADA compliance (required if for agenda posting)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	City Attorney Reviewed/Approval
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Risk Management Review
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Finance Department Review/Approval
		Funds Availability (account number):

**Signature:**   
Edward Lavalley (Aug 10, 2023 13:08 EDT)

**Email:** [elavallee@venicefl.gov](mailto:elavallee@venicefl.gov)



# Memo for BA#4 - COUNCIL PACKET

Final Audit Report

2023-08-10

Created:	2023-08-10
By:	Linda Senne (LSenne@venicefl.gov)
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## "Memo for BA#4 - COUNCIL PACKET" History

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