



MEMORANDUM TO VENICE CITY COUNCIL

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

DEPARTMENT: Finance Department

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

DATE: December 29, 2022

MEETING DATE: Tuesday, January 10, 2023

COUNCIL ACTION REQUESTED: For Council Adoption by Motion

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

SUBJECT / TOPIC: Budget Amendment #1 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).

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 \$4,983,131. \$246,525 of this amount is to appropriate expenditures for information technology infrastructure as identified on the attached memo from the IT Director, \$250,000 is to appropriate funds for FEMA public assistance advisory services for Hurricane Ian, \$4,450,000 is for disaster debris removal and monitoring for Hurricane Ian, and \$36,606 is to replace a vehicle as identified on the attached memo from the Fleet and Facilities Manager. The proposed amended budget for FY2023 is \$206,962,707 as shown in the schedule on page 2.

	Adopted FY2023 Budget	Encumbrance Roll	Project Rolls	Adjusted Original Budget	Budget Amendment #1	Total Amended Budget
General Fund	\$ 40,522,296	\$ 317,595	\$ -	\$ 40,839,891	\$ 496,525	\$ 41,336,416
1Cent Sales Tax	6,220,495	566,616	(50,216)	6,736,895	-	6,736,895
Building Fund	5,473,701	22,568	-	5,496,269	-	5,496,269
Other Special Rev	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	-	5,492,998
Enterprise Funds	70,137,391	17,875,197	36,621,833	124,634,421	4,450,000	129,084,421
Internal Service	14,045,796	606,513	-	14,652,309	36,606	14,688,915
Total	\$ 144,139,472	\$ 19,406,713	\$ 38,433,391	\$ 201,979,576	\$ 4,983,131	\$ 206,962,707

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. 2023-01



MEMORANDUM

FROM: Roger Navarro, Information Technology Director [Signature]
DEPT: Information Technology
TO: Ed Lavallee, ICMA-CM, MPA, City Manager [Signature]
DATE: 12/6/2022

SUBJECT: Budget Amendment for Critical IT Infrastructure

BACKGROUND: Much of the City of Venice's critical server and data storage information technology infrastructure is outdated, out of warranty, and inadequately secured.

After extensive inventory, analysis, and new solution comparison, the Information Technology team and leadership identified a consolidated, integrated, supportable, and efficient solution that mitigates the warranty, supportability, and security risks for up to five years.

The City desires to amend its FY2023 adopted IT budget by \$246,525 to acquire the new critical information technology infrastructure, including hardware, software, integration/ installation labor, and ongoing operational support.

This project will reduce the currently planned CIP for the Information Technology Department by \$35,000 per year for the next four years (FY24-FY27) for a total future reduction of \$140,000.

REQUESTED ACTION: Approve budget amendment in the amount of \$246,525 to appropriate funds to acquire new critical information technology infrastructure.

- Yes N/A
[] [x] City Attorney Reviewed/Approval
[] [x] Risk Management Review
[x] [] Finance Department Review/Approval
[x] [] Funds Availability (account number): General Fund Reserves

cc: Linda Senne, Finance Director

Signature: [Signature]
Email: rnavarro@venicefl.gov

Signature: [Signature]
Edward Lavallee (Dec 9, 2022 16:19 EST)
Email: elavallee@venicefl.gov



MEMORANDUM TO VENICE CITY COUNCIL

THROUGH CHARTER OFFICER: Edward Lavalley, City Manager **E-SIGN:**
THROUGH: Ashley Castle, Assistant Public Works Director
THROUGH: Javier Vargas, Utilities Director
FROM: Travis Hout, Fleet and Facilities Manager

DEPARTMENT: Public Works Department

DATE: December 27, 2022

MEETING DATE: Tuesday, January 10, 2023

SUBJECT / TOPIC: Budget Amendment to Replace Damaged Utilities Fleet Unit

BACKGROUND INFORMATION: Due to an unexpected accident on August 5, 2022, vehicle unit 16-235, a 2016 GMC 1500, was thought to be repairable by insurance and first inspection by Fleet. Briefly, the City vehicle rear-ended another vehicle on SR 41 in Venice, causing severe damage to the front of our vehicle. After it was sent to the body shop for repairs, during teardown and taking the vehicle apart, more damage was found in the front end. The Fleet Manager decided at that point due to the extent of the damage that our vehicle is a loss to the City and should be replaced for safety reasons. Our insurance provider will be sending the City a payment for \$15,801 after all deductibles for the loss of our vehicle. The utilities department has accumulated funds in the Fleet Replacement program toward this vehicle's replacement per the Fleet Schedule. We will also be sending this vehicle to auction for sale "AS IS", because the vehicle still has some market value for parts.

Due to the loss of this vehicle, a purchase to replace this vehicle is now needed to keep the service standard of the Utilities Department going. We have a quote for a replacement vehicle from a preferred vendor that uses State and National contracts for \$36,606. We will reuse all lights, bed tool box and GPS from the current vehicle to eliminate most up-fitting.

The price of the replacement vehicle is expected be covered by the annual contributions for this vehicle that have been made for its replacement over the past six years and the insurance settlement. Upon receipt of the incoming funds from insurance and the possible auction proceeds, the funds will be deposited into the Fleet Replacement Fund 505 to replace what was used for this purchase.

SUPPORTS STRATEGIC PLAN: Goal Two: Provide Efficient, Responsive Government with High Quality Services

COUNCIL ACTION REQUESTED: For Council Adoption by Motion

Approve budget amendment to purchase a new vehicle for the Utilities Department in the amount of \$36,606.

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):

Insurance Settlement 505-0000-369.30-00 \$15,801

Fleet Fund Reserves 505-0000-271.00-00 \$20,805

Original(s) attached: Quote for Vehicle Replacement

Cc: Peter Boers, Procurement Manager

Linda Senne, Finance Director

James Clinch, Assistant City Manager