

July 13, 2020

RESOLUTION 2020-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AUTHORIZING A BUDGET ADJUSTMENT FOR FISCAL YEAR 2019-2020

WHEREAS, the City Council of the City of Westlake adopted the fiscal year 2019-2020 Budget on September 23, 2019 and

WHEREAS, it is necessary that the City Attorney budget for Professional Services be increased by \$60,600 dollars;

WHEREAS, it is necessary to move funds from one department to another in order to properly fund the department's projected budget for Fiscal Year 2019-2020; and

WHEREAS, the City Council desires to reallocate funds budgeted to the City Council's Operating Expense line item for City Events to the General Fund allocated for the City Attorney's Department in order to ensure the funding is sufficient for the proposed expenditures.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA:

SECTION 1. The City Manager is authorized to transfer \$60,600 from City Events to City Attorney budget in accordance with Exhibit 'A' attached.

SECTION 3. This resolution shall become effective immediately upon its adoption and reflected in the monthly and Fiscal Year End September 30, 2020 Financial Statements and Audit Report of the City.


PASSED AND APPROVED BY the City Council for the City of Westlake, Florida, this 13th day of July, 2020.



Zoie Burgess, City Clerk



Roger Manning, Mayor



Approved as to Form
Pam E. Booker, City Attorney

Proposed Budget Amendment
For the Period Ending September 30, 2020

Exhibit A					
ACCOUNT DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV/(UNFAV)
REVENUES					
Interest - Investments	\$ -	\$ -	\$ -	\$ (2,901)	\$ (2,901)
Ad Valorem Taxes	557,948	-	557,948	541,885	(16,063)
Ad Valorem Taxes - Discounts	(22,318)	-	(22,318)	(19,605)	2,713
Local Option Gas Tax	100	-	100	114	14
FPL Franchise	138,100	-	138,100	55,626	(82,474)
Electricity	50,000	-	50,000	84,046	34,046
Water	69,400	-	69,400	14,180	(55,220)
Gas	10,400	-	10,400	10,194	(206)
Communication Services Taxes	30,000	-	30,000	9,015	(20,985)
Occupational Licenses	5,300	-	5,300	2,257	(3,043)
Building Permits	725,400	-	725,400	1,012,907	287,507
Reinspection Fees	10,000	-	10,000	15,700	5,700
Building Permits - Surcharge	1,800	-	1,800	2,191	391
Other Building Permit Fees	15,000	-	15,000	29,700	14,700
Building Permits - Admin Fee	57,100	-	57,100	93,597	36,497
Engineering Permits	175,400	-	175,400	458,434	283,034
Planning & Zoning Permits	241,700	-	241,700	47,697	(194,003)
Other Licenses, Fees & Permits	4,100	-	4,100	1,875	(2,225)
Local Govt .05c Sales Tax	2,400	-	2,400	-	(2,400)
Other Governmental Chrgs/Fees	-	-	-	594	594
Other Public Safety Chrgs/Fees	-	-	-	1,631	1,631
Garbage/Solid Waste Revenue	3,800	-	3,800	5,438	1,638
Penalties	-	-	-	13	13
Other Operating Revenues	-	-	-	2,800	2,800
Judgements and Fines	-	-	-	1,085	1,085
Interest - Tax Collector	-	-	-	220	220
Developer Contribution	1,958,270	-	1,958,270	325,000	(1,633,270)
Lien Search Fee	-	-	-	998	998
TOTAL REVENUES	4,033,900	-	4,033,900	2,694,691	(1,339,209)
EXPENDITURES					
Legislative					
Mayor/Council Stipend	204,000	-	204,000	138,600	65,400
FICA Taxes	15,600	-	15,600	10,603	4,997
ProfServ-Legislative Expense	24,000	-	24,000	-	24,000
Public Officials Insurance	3,900	-	3,900	3,500	400
Misc-Election Fee	-	-	-	560	(560)
Misc-Event Expense	75,000	(60,600)	14,400	-	14,400
Council Expenses	20,000	-	20,000	4,968	15,032
Total Legislative	342,500	(60,600)	281,900	158,231	123,669
City Manager					
ProfServ-Info Technology	165,600	-	165,600	121,612	43,988
ProfServ-Compliance Service	50,000	-	50,000	-	50,000
ProfServ-Consultants	88,800	-	88,800	7,025	81,775
Contracts-Admin. Service	158,700	-	158,700	117,322	41,378
Contracts-City Manager	254,600	-	254,600	188,232	66,368
Communication - Telephone	-	-	-	-	-
Telephone, Cable & Internet Service	23,100	-	23,100	16,601	6,499
Lease - Building	500	-	500	500	-
Insurance (Liab,Auto,Property)	4,000	-	4,000	3,620	380
Miscellaneous Services	-	-	-	-	-
Misc-Public Relations	50,000	-	50,000	1,244	48,756
General Government	47,900	-	47,900	278	47,622
Office Supplies	17,100	-	17,100	12,006	5,094
Cleaning Services	38,400	-	38,400	25,605	12,795
Subscriptions and Memberships	-	-	-	-	-
Dues, Licenses, Subscriptions	5,300	-	5,300	3,587	1,713
Cap Outlay - Office Computers	6,000	-	6,000	-	6,000
Total City Manager	910,000	-	910,000	497,632	412,368

Proposed Budget Amendment
For the Period Ending September 30, 2020

ACCOUNT DESCRIPTION	Exhibit A		FINAL BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV/(UNFAV)
	CURRENT BUDGET	PROPOSED AMENDMENT			
<u>City Clerk</u>					
ProfServ-Web Site Maintenance	18,200	-	18,200	11,708	6,492
Contracts-City Clerk	125,100	-	125,100	92,489	32,611
Postage and Freight	1,400	-	1,400	663	737
Lease - Copier	36,800	-	36,800	39,775	(2,975)
Printing	14,300	-	14,300	4,998	9,302
Legal Advertising	24,100	-	24,100	19,120	4,980
Miscellaneous Services	-	-	-	852	(852)
Total City Clerk	219,900	-	219,900	169,605	50,295
<u>Finance</u>					
Auditing Services	3,400	-	3,400	-	3,400
Contracts-Finance	92,700	-	92,700	68,594	24,106
Total Finance	96,100	-	96,100	68,594	27,506
<u>Legal Counsel</u>					
ProfServ-Legal Services	380,600	35,000	415,600	350,241	65,359
Miscellaneous Services	-	-	-	199	(199)
Outside Legal Services	-	25,600	25,600	-	25,600
Total Legal Counsel	380,600	60,600	441,200	350,440	90,760
<u>Comprehensive Planning</u>					
ProfServ-Engineering	175,400	-	175,400	177,739	(2,339)
ProfServ-Planning/Zoning Board	241,700	-	241,700	127,220	114,480
ProfServ-Building Permits	725,400	-	725,400	615,329	110,071
Total Comprehensive Planning	1,142,500	-	1,142,500	920,288	222,212
<u>Community Services</u>					
Contracts-Sheriff	677,000	-	677,000	541,667	135,333
R&M-Parks	50,000	-	50,000	-	50,000
R&M-Community Maintenance	26,700	-	26,700	20,025	6,675
Operating Supplies	15,000	-	15,000	6,121	8,879
Total Community Services	768,700	-	768,700	567,813	200,887
<u>Road and Street Facilities</u>					
Electricity - General	45,000	-	45,000	32,313	12,687
Total Road and Street Facilities	45,000	-	45,000	32,313	12,687
<u>Debt Service</u>					
Principal-Capital Lease	-	-	-	4,483	(4,483)
Interest-Capital Lease	-	-	-	2,327	(2,327)
Total Debt Service	-	-	-	6,810	(6,810)
<u>Reserves</u>					
Reserve - Buildings	100,000	-	100,000	-	100,000
Total Reserves	100,000	-	100,000	-	100,000
TOTAL EXPENDITURES & RESERVES	4,005,300	-	4,005,300	2,771,726	1,233,574
Excess (deficiency) of revenues Over (under) expenditures	28,600	-	28,600	(77,035)	(105,635)
Net change in fund balance	28,600	-	28,600	(77,035)	(105,635)
FUND BALANCE, BEGINNING (OCT 1, 2019)	320,434	-	320,434	320,434	-
FUND BALANCE, ENDING	\$ 349,034	\$ -	\$ 349,034	\$ 243,399	\$ (105,635)