



## STAFF REPORT

Regular City Commission Meeting

November 14, 2024

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**To:** Elected Officials

**From:** Dale L. Martin, City Manager

**Date:** November 14, 2024

**Item Name:** Resolution 2024-67. A Resolution by the City Commission of the City of Flagler Beach, Florida, amending Resolution 2024-51, which adopted the FY 24/25 Budget, to reflect a Budget Amendment to roll the appropriate expenses from FY 2023/24 into the Budget for 2024/25; providing for conflict, providing an effective date hereof.

**Background:** As of September 30, 2024, several projects and purchases were underway which were originally approved during the 2023/24 fiscal year. The attached schedule details the projects which need to be encumbered into the new fiscal year.

Total by Fund	
General	171,060.17
CRA	175,000.00
Pier	1,365.00
Utility	542,116.22
Impact Fee	94,354.80
Stormwater	3,812.84
Total	987,709.03

**Fiscal Impact:** The revenue and expense budgets will be increased for each line item detailed in the Encumbrance Schedule for the 2024/25 fiscal year.

**Staff Recommendation:** Approve Resolution 2024-67, authorizing staff to make the appropriate amendments to the budgets.

**Attachments:** Resolution 2024-67, Encumbrance Schedule

**ENCUMBRANCES**

PO/REQ NUMBER	FUND	DEPARTMENT	G/L NUMBER	VENDOR NAME	DESCRIPTION	EMCUMBRANCE
24-23107	GENERAL	GENERAL GOVERNMENT	001.5192.909302.575	BENTLEY GROUP, INC	COMPREHENSIVE BUILDING SURVEYS	39,413.21
24-23043	CRA	CRA	101.5391.808201	MARTHA JOHNSON	CRA GRANT REIMBURSEMENT	5,000.00
24-22838	UTILITY	UTILITY MAINTENANCE	401.5354.303100.549	MCKIM & CREED, INC.	WASTEWATER COLLECTION SYSTEM INVESTIGATION	9,850.00
23-22182	GENERAL	RECREATION	001.5800.304600	ORMOND TRAILER AND HITCH INC.	TRAILER R&M	1,000.00
24-23104	GENERAL	RECREATION	001.5800.606300	OVERHEAD DOOR CO. OF DAYTONA BEACH	BAY DOORS REPLACEMENT	12,460.00
	UTILITY	UTILITY	401.3300.331108.271		ARPA GRANT LIFT STATION DESIGN 100%	(26,653.90)
23-21300	UTILITY	UTILITY MAINTENANCE	001.5354.606300.271	CPH CONSULTING LLC	ENGINEERING SERVICES UPGRADE (4) LIFT STATIONS	26,653.90
24-23003	GENERAL	PLANNING & ZONING	001.5241.606300.539	R&K CERTIFIED ROOFING OF FLORIDA	MODIFICATION TO WICKLINE BUILDING	11,080.06
	PIER	PIER	103.3300.331101.260		FEDERAL GRANT - FEMA PIER DESIGN 75%	(8,190.00)
	PIER	PIER	103.3300.331102.260		STATE GRANT - FEMA PIER DESIGN 12.5%	(1,365.00)
22-20473	PIER	PIER	103.5725.606300.260	MOFFATT & NICHOL	DESIGN & ENGINEERING SERVICES FOR THE FB PIER	10,920.00
23-21611	GENERAL	ROADS & STREETS	001.5411.304600.081	CHINCHOR ELECTRIC, INC	LIGHT RELACEMENT/NEW WIRING	19,762.20
24-23077	GENERAL	ROADS & STREETS	001.5411.304600.081	CHINCHOR ELECTRIC, INC	LIGHTING REPLACEMENT/REPAIR ON MOODY BLVD. PER FDOT AGREEMENT	47,952.40
24-23088	GENERAL	ROADS & STREETS	001.5411.303400	MICHELIN MOBILITY INTELLIGENCE, INC	PAVING SOFTWARE - SOLE SOURCE	5,000.00
	STORMWATER	STORMWATER	405.3300.331101.230		GRANT REVENUE - HMPG 4486-016-R 90%	(28,795.82)
23-21221	STORMWATER	STORMWATER	405.5391.606300.230	MEAD & HUNT, INC.	FLOOD MITIGATION - ST RD 100 TO S. 7TH STREET	31,995.35
	STORMWATER	STORMWATER	405.3300.331101.243		GRANT REVENUE RESILIENT FLORIDA 100%	(30,628.60)
23-21270	STORMWATER	STORMWATER	405.5391.303100.243	MEAD & HUNT, INC.	# 243 RESILIENT FLORIDA	30,628.60
22-20169	GENERAL	PLANNING & ZONING	001.5241.303100.239	MEAD & HUNT, INC.	COMPASS HOTEL DEVELOPMENT REVIEW & INSPECTION	17,913.64
	UTILITY	UTILITY	401.3300.331109.534		GRANT REVENUE HA009 LS #5 100%	(21,366.01)
	UTILITY	UTILITY	401.3300.331109.532		GRANT REVENUE HA009 PS #4 100%	(23,102.21)
	UTILITY	UTILITY	401.3300.331109.533		GRANT REVENUE HA009 PS #7 100%	(23,737.01)
	UTILITY	UTILITY	401.3300.331109.535		GRANT REVENUE HA009 LS #2 100%	(23,736.99)
	UTILITY	UTILITY	401.3300.331109.536		GRANT REVENUE HA009 MANHOLES 100%	(7,839.12)
23-22014	UTILITY	UTILITY MAINTENANCE	401.5354.606300.534	MEAD & HUNT, INC.	LS # 5	21,366.01
23-22014	UTILITY	UTILITY MAINTENANCE	401.5354.606300.532	MEAD & HUNT, INC.	PS # 4	23,102.21
23-22014	UTILITY	UTILITY MAINTENANCE	401.5354.606300.533	MEAD & HUNT, INC.	PS # 7	23,737.01
23-22014	UTILITY	UTILITY MAINTENANCE	401.5354.606300.535	MEAD & HUNT, INC.	LS #2	23,736.99
23-22014	UTILITY	UTILITY MAINTENANCE	401.5353.606300.536	MEAD & HUNT, INC.	(20) MANHOLES & COVERS	7,839.12
	STORMWATER	STORMWATER	405.3300.331101.230		GRANT REVENUE - HMPG 4486-016-R 90%	(5,519.75)
24-22988	STORMWATER	STORMWATER	405.5391.606300.230	MEAD & HUNT, INC.	SR100- SOUTH 7TH STREET GRANT APPLICATIONS - CONSTRUCTION	6,133.05
24-23044	UTILITY	WATER TREATMENT	401.5331.606300.570	MEAD & HUNT, INC.	SOUTH CENTRAL WATER MAIN REPLACEMENT	19,199.90
24-23074	UTILITY	UTILITY MAINTENANCE	401.5354.606300	PSI TECHNOLOGIES INC	NEW ELECTRICAL CONTROL PANEL FOR WWTP LIFT STATION	10,385.00
	UTILITY	UTILITY	401.3300.331109.537		GRANT REVENUE HA009 EQ BASIN?MASTER LS 100%	(119,870.76)
23-22016	UTILITY	WASTE WATER	401.5351.606300.537	CPH CONSULTING LLC	DESIGN - EQ BASIN/PUMP & MASTER LS IMPROVEMENTS	119,870.76
24-23004	UTILITY	WASTE WATER	401.5351.303100.571	MCKIM & CREED, INC.	CONSENT ORDER CASE NUMBER 23-0409	268,996.20
24-23094	GENERAL	PLANNING & ZONING	001.5241.303100.233	MEAD & HUNT, INC.	PART 2.1 (PLAT PHASE 1C) FIELD INSPECTIONS	16,478.66
	UTILITY	UTILITY	401.3300.331102.238		GRANT REVENUE FDEP 50%	(20,650.00)
24-22715	UTILITY	WASTE WATER	401.5351.606300.238	PROCESS WASTEWATER TECHNOLOGIES,LLC	SCREW PRESS	41,300.00
	UTILITY	UTILITY	401.3300.331108.209		ARPA GRANT WELL 16 100%	(25,968.69)
22-20659	UTILITY	WATER TREATMENT	401.5331.606300.209	MEAD & HUNT, INC.	DESIGN OF WELL 16	25,968.69
	UTILITY	UTILITY	401.3300.331108.209		ARPA GRANT WELL 16 (REMAINING BALANCE FROM ARPA)	(670,406.00)
24-23153	UTILITY	WATER TREATMENT	401.5331.606300.209	MCMAHAN CONSTRUCTION	CONSTRUCTION WELL 16	881,760.00
23-22285	IMPACT FEE	IMPACT FEE	402.5391.606300.278	MEAD & HUNT, INC.	ENCLAVE SEMINOLE PALMS - RAW WATER MAIN	696.75
23-22286	IMPACT FEE	IMPACT FEE	402.5391.606300.280	MEAD & HUNT, INC.	GRAND LANDINGS PHASE 5 - RAW WATER MAIN	7,555.05
	UTILITY	UTILITY	401.3300.331108.209		ARPA GRANT WELL 16 100%	(66,639.00)
24-22965	UTILITY	WATER TREATMENT	401.5331.606300.209	RING POWER CORP.	GENERATOR WELL # 16	66,639.00
24-22927	UTILITY	WATER TREATMENT	401.5331.304600	ROCKWELL AUTOMATION, INC	CONTRACT FOR COMPUTER PROGRAM	1,681.12
	IMPACT FEE	IMPACT FEE	402.5391.606300.280	JTL GRAND LANDINGS	RAW WATER LINE	86,103.00
	CRA	CRA	101.3300.331107		FRDAP GRANT REVENUE 50%	(170,000.00)
	CRA	CRA	101.5391.606300		FRDAP GRANT	340,000.00
						987,709.03

TOTAL BY FUND	
GENERAL	171,060.17
CRA	175,000.00
PIER	1,365.00
UTILITY	542,116.22
IMPACT FEE	94,354.80
STORMWATER	3,812.84
TOTAL	987,709.03