

# STAFF REPORT REGULAR MEETING

**AGENDA DATE:** March 18, 2025

**DEPARTMENT:** Financial Services

**TITLE:**

Resolution 05-2025 Fiscal Year 2025 Budget Amendment

**SUMMARY:**

Resolution No. 05-2025 authorizes a Budget Amendment for Fiscal Year 2025 Operating and Capital Budget.

**BACKGROUND AND JUSTIFICATION:**

**Item 1-** \$65,000 will cover the reallocation in the Lien search fees to the Electric department. Electric Utility had been absorbing the cost in previous years. The schedule of Fees Changes reflects the updated allocation.

**Item 2** - to provide Consulting services with Chen Moore in the amount of \$135,000 for the WMODA project and Gulf Stream (approved on 2/4/2025 City Commission Meeting).

**Item 3** - Recording the contribution from CRA in the amount of \$50,000 for Brandon Lighting Displays and management of decorative lighting (approved on 5/21/2024 City Commission Meeting).

**Item 4** - to increase the funding for Legal fees related to union negotiations in the amount of \$60,000.

**Item 5** - Increase to the custodial services cost in the amount of \$40,941.20. This will allow the continuous use of the custodial services contract during the transition to bring staff on and transition into in-house custodial services (approved on 1/21/2025 City Commission Meeting).

**Item 6** - for an Emergency Generator leased due to Hurricane Milton. The total amount requested is \$62,234.00.

**Item 7** - to increase the building fund for an additional two positions for DCS. Due to staff leaving, positions were restructured resulting in a need for additional positions to continue to provide a level of service. The positions were partially covered with cost savings in the department and the remaining cost associated is \$27,468.00 for the 2 part-time positions for the remainder of Fiscal Year 2025.

**Item 8** - to fund an unfunded position in the Water Fund Treatment Operator C. The total cost is \$53,156 to cover the salary for this position for the remainder of FY 2025

**Item 9** - to purchase cameras related to Public Safety for PBSO in the amount of \$46,222.

**Item 10** - to increase the Fleet services charges which include both charges specifically to Garage, and across several departments, in the amount of \$141,562 for cars purchased this fiscal year and for the current Garage/Fleet allocation to align with the prior year amount.

**Item 11** - to cover funding for an Executive Assistant position for the City Commission's office. With a request for \$58,240 to cover salaries and benefits for this position which reflects the amount to hire the position for the remainder of the FY 2025 year.

**Item 12** - cover salaries for Leisure in the amount of \$38,995 due to staffing changes and moving a Librarian position from part time intern to full time.

**Item 13** - to cover the emergency rental of garbage trucks in the amount of \$98,000 on an as needed basis due to not having an extra garbage or recycling truck to continue the level of service for garbage collection (approved on 3/4/2025 Commission Meeting).

**Item 14** - for Public Works radio purchase and set up in the amount of \$42,000 due to a price difference in the amount budgeted.

**Item 15** - for the purchase of a Water Truck replacement in the amount of \$184,000. The original water truck was unrepairable and was sent to auction in 2024. A temporary truck was being used, and this has recently broken down and is no longer functioning.

**Item 16** - The Lifeguards and Property Maintenance staff at the beach are currently operating out of the second-floor vacant space in the City's Beach Casino. With the goal of vacating this space to provide for future leasing opportunities, a facility solution was necessary. An agreement approved in March 2024 with William Scotsman addresses these staff spacing issues by providing the two following facilities:

- Beach upper level – Lifeguards (double facility)
- Beach lower level – Property Maintenance Staff (single facility)

A Task Order with the CCNA firm WGI was also approved in March 2024 and was inclusive of surveying, SUE (Subsurface Utility Engineering), civil engineering, structural engineering, and additional work associated with the necessary minor site plan amendment required for this project's design and sequential construction. Industry price increases combined with site conditions requiring more substantial foundations and earthwork require additional project funding of approximately \$684,000.

**MOTION:**

Move to approve/disapprove Resolution No. 05-2025 authorizing a budget amendment to appropriate funds for FY 2025 Operating and Capital Budget as identified in Exhibit A.

**ATTACHMENT(S):**

Resolution 05-2025 (includes Fiscal Impact Analysis- See Exhibit A)  
Salary Schedule - Exhibit B