

DATE: April 9, 2024

TO: Honorable Mayor and City Commissioners

VIA: T. Michael Stavres, City Manager
M.J. Carnevale, Deputy City Manager

FROM: C.J. Scott, Chief Financial Officer
Allen Weeks, Budget and Management Officer

SUBJECT: Ordinance No. O-24-21 an Ordinance Amending Ordinance 0-23-54 appropriating funds for the fiscal year ending September 30, 2024

BACKGROUND

The General Fund operated in FY 2022-2023 with a surplus of \$4,316,976, which increased the available fund balance to \$26,554,263. This available fund balance equates to 38% of the General Fund budgeted expenditures for FY2023-2024.

The City's fiscal policy prescribes a minimum of 17% of the General Fund's operating expenditures will be retained in the Unassigned Fund Balance. Any Unassigned Fund Balance in excess of 30% may be transferred to the Construction Fund to defray costs and cover contingencies as recommended by the City Manager and approved by the City Commission.

Thirty percent of the General Fund's operating expenditures equate to an Unassigned Fund Balance of \$21,168,244. This surplus provides additional funding of \$5,386,019 (\$26,554,263-\$21,168,244), that may be transferred to the Construction Fund.

The City budgeted for the Lake Conine Recreation Project and secured funds for this project through a bond offering in 2021. As the project progressed and with the increase in costs, the budget for Lake Conine increased from original projections. Staff worked to trim costs without disturbing the integrity of the project and has solicited contributions from outside sources to help with the project increases.

Subsequent to approval of the budget, construction estimates substantially exceeded the appropriated funds allocated to the cost of the project. In order to accommodate the cost increase, it is recommended the budget be modified.

RECOMMENDATION

Staff recommends the City Commission approve Ordinance NO. O-24-21 approving a transfer of \$5,386,019 of the General Fund's FY2022-2023 surplus to the 2021 Capital Projects Fund with \$1,600,642 to fund the Lake Conine project and the remaining balance of \$3,785,377 to fund other capital projects to be determined at a later date.

ATTACHMENT

- Ordinance NO. O-24-21

ORDINANCE NO. O-24-21

AN ORDINANCE OF THE CITY OF WINTER HAVEN, FLORIDA, AMENDING ORDINANCE NO. O-23-54, REGARDING APPROPRIATION OF FUNDS FOR DEFRAYING EXPENSES OF THE MUNICIPAL GOVERNMENT OF THE CITY OF WINTER HAVEN FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2023; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 25, 2023, the City Commission passed Ordinance O-23-54 making appropriations of funds for defraying the expenses of the municipal government of the City of Winter Haven for Fiscal Year 2023-2024, adopting the Budget of the City of Winter Haven, Florida, Fiscal Year Commencing October 1, 2023, as the Official Budget of the City of Winter Haven, Florida, Fiscal Year 2023-2024; and

WHEREAS, revenue and expenditure estimates are made prior to the beginning of each fiscal year, and

WHEREAS, events occur during each fiscal year which were not anticipated by the beginning estimates, and

WHEREAS, departmental budgets shall not exceed their appropriations; and

WHEREAS, the City Commission of the City of Winter Haven, does hereby find that it is in the best interest of the City and its citizens amending Ordinance No. O-23-54, regarding appropriation of funds for defraying expenses of the municipal government of the City of Winter Haven for the fiscal year commencing October 1, 2023, as provided herein,

NOW THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF WINTER HAVEN, FLORIDA, AS FOLLOWS:

1. The following expenditure line in the General Fund is hereby amended as follows:

Transfer to 2021 Capital Projects Fund	Increase from \$0 to \$5,386,019
001-80-928-9118	

2. The following revenue and expenditure line in the 2021 Capital Projects Fund is hereby amended as follows:

Transfer from the General Fund
305-381000-001

Increase from \$0 to \$5,386,019

Lake Conine Recreation
305-80-412-6240

Increase from \$1,400,000 to
\$3,000,642

3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.
4. If any word, sentence, clause, phrase or provision of this ordinance, for any reason, is held to be unconstitutional, void, or invalid, the validity of the remainder of this ordinance shall not be affected thereby.
5. It is the intention of the City Commission that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City; and that sections of this Ordinance may be renumbered or relettered and the word "ordinance" may be changed to "chapter", "section", "article", or such other appropriate word or phrase in order to accomplish such intentions; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or relettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or her designee, without need of public hearing, by filing a corrected or recodified copy of same with the City Clerk.
6. This ordinance shall take effect immediately upon its passage.

INTRODUCED on first reading this 25th day of March, 2024.

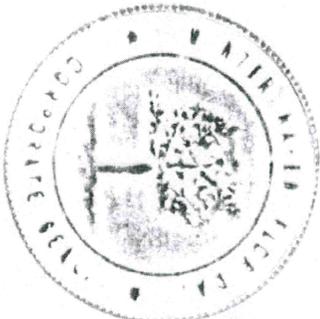
PASSED on second reading this 8th day of April, 2024.

CITY OF WINTER HAVEN, FLORIDA



MAYOR-COMMISSIONER

Nathaniel J. Birdsong, Jr.



ATTEST:



CITY CLERK

Vanessa Castillo, MMC

Approved as to form:

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned above a solid horizontal line.

CITY ATTORNEY
Frederick J. Murphy, Jr.

CITY OF WINTER HAVEN
REGULAR CITY COMMISSION MEETING
CITY COMMISSION ACTION
Monday, April 8, 2024, 6:00 p.m.

MINUTES

- A. March 20, 2024, City Commission Agenda Review Session Minutes **(APPROVED 3:0)**

ORDINANCE(S) - SECOND READING – PUBLIC HEARING

- A. O-24-15 - Voluntary annexation of a parcel generally located north of Ware Avenue, NE and south of Lake Smart **(APPROVED 3:0)**
- B. O-24-16 - Administrative request to rezone 115 parcels from Single Family Residential- Small Lot (R-2) zoning district to Single Family Residential- Large Lot (R-1) zoning district. **(APPROVED 3:0)**
- C. O-24-17 - Administrative request to rezone 41 parcels and a portion of another parcel from Single Family Residential- Small Lot (R-2) zoning district to Single Family Residential- Large Lot (R-1) zoning district **(APPROVED 3:0)**
- D. O-24-21 - Amending Ordinance 0-23-54 appropriating funds for the fiscal year ending September 30, 2024 **(APPROVED 3:0)**

CONSENT AGENDA

- A. Blue Line Aviation Lease Amendment No. 1 **(APPROVED 3:0)**
- B. Authorization for Travel and Training - Florida Black Caucus - Local Elected Officials (FBCLEO) 2024 Spring Conference (Dollison) **(APPROVED 3:0)**
- C. Authorization for Travel and Training - Florida City & County Management Association (FCCMA) 2024 Annual Conference **(APPROVED 3:0)**
- D. Consent to Assignment of Collateral Assignment of Developer's Agreement relating to RainDance Apartments **(APPROVED 3:0)**
- E. Design-Build Contract Guaranteed Maximum Price Amendment with Whitehead Construction Inc. & Construction Phase for Lake Conine Recreation Elements (RFQ-22-03) **(APPROVED 3:0)**

RESOLUTION(S)

- A. R-24-21 - Request by Forestar (USA) Real Estate Group for final plat approval of the Harmony on Lake Eloise Phase 2 Subdivision **(APPROVED 3:0)**

ORDINANCE(S) - FIRST READING

- A. O-24-20 - Voluntary annexation of 250 Cypress Gardens Boulevard
- **Second Reading and Public Hearing – Monday, April 22, 2024**

NEW BUSINESS

A. First Amendment to Developer's Agreement (**APPROVED 3:0**)



Vanessa Castillo, MMC, City Clerk