

COUNCIL AGENDA STATEMENT



Meeting Date: November 9, 2021
To: Honorable Mayor and City Councilmembers
From: Jennifer Johnson, Finance Director
Through: George Garrett, City Manager

Agenda Item: **Resolution 2021-108**, Amending The City's Fiscal Year 2020-2021 Budget;
And Providing For An Effective Date.

BACKGROUND & JUSTIFICATION:

In accordance with Florida Statutes, it is necessary for the City Council to adjust the Fiscal Year 2020-2021 budget to reflect anticipated changes in year-end revenues and expenditures. The primary purpose of this budget amendment is to reflect adjustments to the revenues and expenditures to support completion of the City's Comprehensive Annual Financial Report (CAFR). Below is a brief summary of the increases to budgeted expenditures.

General Fund Revenue and Expenditure Increases & Decreases:

Revenues are being adjusted to bring the budget in line with actual results. The most notable increases include; mitigation fees, half cent sales tax proceeds, and fire insurance premium taxes. The fire insurance premium taxes are received from the State and must be contributed to the firefighters chapter 175 pension plan within 3 days of receipt of the funds. The City historically doesn't budget for this pass thru of funds and amends the budget at year-end to include the appropriations for the revenues.

Departments in need of expenditure increases are as follows:

City Manager: The increase is due to the staffing change during the year.

Non- Departmental: The increase is due to the increased expenditures related to Hurricane Irma recovery efforts, and COVID-19

Police Department: The increase is due to a minor contract increase that was made after the FY21 budget process.

CONSISTENCY CHECKLIST:

Yes

No

- 1. Comprehensive Plan
- 2. Other _____
- 3. Not applicable X

FISCAL NOTE:

Approval of the resolution will formally amend the FY20-21 Adopted Budget.

RECOMMENDATION: Council Approve Resolution

**CITY OF MARATHON, FLORIDA
RESOLUTION 2021-108**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF MARATHON, FLORIDA, AMENDING THE CITY'S
FISCAL YEAR 2020-2021 BUDGET; AND PROVIDING FOR
AN EFFECTIVE DATE**

WHEREAS, the City of Marathon (the "City") adopted a budget for Fiscal Year 2020-2021 via Resolution 2020-70;

WHEREAS, in accordance with Florida Statutes it is necessary for the City Council to adjust the budget to reflect unanticipated year end revenues and expenditures for Fiscal Year 2020-2021.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF MARATHON, AS FOLLOWS:**

Section 1. The above recitals are true and correct and are incorporated herein.

Section 2. The budget amendment for Fiscal Year 2020-2021, beginning October 1, 2020 and ending September 30, 2021, attached as Exhibit 'A' is approved.

Section 3. This resolution shall take effect immediately upon its adoption.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF
MARATHON, FLORIDA, THIS 9th DAY OF NOVEMBER, 2021.**

THE CITY OF MARATHON, FLORIDA

Mayor

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Diane Clavier, City Clerk

(City Seal)

**APPROVED AS TO FORM AND LEGALITY FOR THE USE
AND RELIANCE OF THE CITY OF MARATHON, FLORIDA ONLY:**

City Attorney

**City of Marathon
Budget Amendment
Fiscal Year 2020-2021**

EXHIBIT A

Fund	Adopted Budget FY 20/21	Budget Amendment	Amended Budget FY 20/21
General Fund			
Revenues			
Ad Valorem Taxes (97% collection rate)	\$ 7,346,349	\$ -	\$ 7,346,349
Ad Valorem Taxes - Delinquent	2,850	-	2,850
Fire Insurance Premium Tax	-	148,499	148,499
Communications Tax	452,710	-	452,710
Total Taxes	7,801,909	148,499	7,950,408
Local Business Tax (County Occupational Licenses)	47,000	-	47,000
Dog Friendly Permits	1,000	-	1,000
Vacation Rental Permit & Agent Fees	451,000	-	451,000
FEMA FWS Review & Processing Fees & Inspection Fees	6,000	-	6,000
Planning & Zoning Fees	75,000	-	75,000
Fire Inspection Fees (including vacation rentals)	200,000	-	200,000
Total License and Permits	780,000	-	780,000
Sales Tax Revenue - State Revenue Sharing	352,176	-	352,176
Fuel and Motor Fuel Tax	35	-	35
Mobile Home License	3,700	-	3,700
FEMA Grant Revenue (Federal and State)	1,643,394	-	1,643,394
DEO/DEP Grants	74,600	-	74,600
Alcoholic Beverage License	17,500	-	17,500
Marathon Middle School Fire Academy MOU	50,000	-	50,000
Half Cent Sales Tax	1,473,126	218,000	1,691,126
Firefighter Supplemental Comp	9,000	-	9,000
Tourist Development Council Grant	140,000	-	140,000
Payment in Lieu of Taxes-Local Units	10,500	-	10,500
Total Intergovernmental Revenue	3,774,031	218,000	3,992,031
Key Colony Beach Fire/EMS	550,000	-	550,000
EMS Services	850,000	-	850,000
Start Smart Youth Sports	4,750	-	4,750
Camp Fees	38,000	-	38,000
Miscellaneous Recreation Program Revenue	500	-	500
Miscellaneous Event Fees	500	-	500
Adult Sports Programs	1,300	-	1,300
Mangrove Trimming Program	60,000	-	60,000
Total Charges for Services	1,505,050	-	1,505,050
Traffic Court Fines	80,000	-	80,000
Code Enforcement Fines	40,000	-	40,000
Local Ordinance Parking Fines	2,700	-	2,700
Mitigation Fees	-	395,154	395,154
Fines - Local Training	6,400	-	6,400
Total Fines and Forfeits	129,100	395,154	524,254
Interest Income	20,000	-	20,000
Rents & Other	12,000	-	12,000
Convenience Fees - Credit Cards	8,800	-	8,800
Miscellaneous Revenue	25,000	-	25,000
Total Miscellaneous Revenues	65,800	-	65,800

**City of Marathon
Budget Amendment
Fiscal Year 2020-2021**

EXHIBIT A

Fund	Adopted Budget FY 20/21	Budget Amendment	Amended Budget FY 20/21
General Fund (continued)			
Transfer from Stormwater Utility Fund	70,041	-	70,041
Transfer from Capital Infrastructure Fund	266,170	-	266,170
Transfer from Wastewater Enterprise Fund	291,091	-	291,091
Transfer from Impact Fee Fund	-	-	-
Administrative Fee-Building	425,078	-	425,078
Administrative Fee-Marina	59,113	-	59,113
Total Other Sources	<u>1,111,493</u>	-	<u>1,111,493</u>
Unappropriated Fund Balance(Deficit), October 1	10,223,455	-	10,223,455
Reserved Fund Balance, October 1	377,145	-	377,145
Total Fund Balance, October 1	<u>10,600,600</u>	-	<u>10,600,600</u>
Total General Fund Revenues & Reserves BOY	<u>\$ 25,767,983</u>	<u>\$ 761,653</u>	<u>\$ 26,529,636</u>
General Fund Expenditures			
Building	\$ 2,888,461	\$ -	\$ 2,888,461
City Clerk	274,228	-	274,228
City Manager	270,253	125,000	395,253
Code	443,908	-	443,908
Council	506,065	-	506,065
Finance	369,149	-	369,149
Fire/EMS	4,864,833	-	4,864,833
General Services	865,754	-	865,754
Information Technology	545,316	-	545,316
Legal	380,627	-	380,627
Nearshore Waters Management-Ports	38,600	-	38,600
Non-Departmental	-	2,500	2,500
Parks and Recreation	1,802,481	-	1,802,481
Planning	948,478	-	948,478
Police Services	1,891,057	300	1,891,357
Public Works	585,651	-	585,651
Total Expenditures	<u>16,674,861</u>	<u>127,800</u>	<u>16,802,661</u>
Reserved Fund Balance @ September 30	377,145	395,154	772,299
Unreserved Fund Balance @ September 30	8,715,977	238,699	8,954,676
Total Fund Balance, Sept 30	<u>9,093,122</u>	<u>633,853</u>	<u>9,726,975</u>
Total General Fund Expenditures & Reserves	<u>\$ 25,767,983</u>	<u>\$ 761,653</u>	<u>\$ 26,529,636</u>

**City of Marathon
Budget Amendment
Fiscal Year 2020-2021**

EXHIBIT A

Fund	Adopted Budget FY 20/21	Budget Amendment	Amended Budget FY 20/21
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**City of Marathon
Budget Amendment
Fiscal Year 2015-2016**

EXHIBIT A

Fund	Adopted Budget FY 18/19	Budget Amendment	Final Amended Budget FY 18/19
Wastewater Utility			
Revenues			
Charges for Services	\$ 6,518,806	\$ -	\$ 6,518,806
Interest Income	38,000	-	38,000
Insurance Recovery	-	-	-
Assessments: Non Ad Valorem	3,454,000	-	3,454,000
ACOE Grant Revenue	-	-	-
FEMA Grant Revenue (Federal and State)	5,997,250	-	5,997,250
DEP Water Quality Grant Program Funds	4,156,280	-	4,156,280
Unappropriated Surplus	2,924,341	-	2,924,341
Total Revenue & Unappropriated Surplus	\$ 23,088,677	\$ -	\$ 23,088,677
Expenditures			
Salaries	1,055,467	-	1,055,467
Overtime & Holiday Pay	125,000	-	125,000
Social Security	90,306	-	90,306
Retirement Benefits- City Contribution	61,865	-	61,865
Group Health/Dental/Life Insurance	205,326	-	205,326
Worker's Compensation	22,934	-	22,934
Total Personnel	\$ 1,560,898	\$ -	\$ 1,560,898
Office Operating Supplies	14,000	-	14,000
Travel, Conference & Meetings	12,500	-	12,500
Memberships, Dues and Subscriptions	2,540	-	2,540
Uniforms	7,500	-	7,500
Professional Services-Contractual	486,700	-	486,700
Sludge Hauling	102,000	-	102,000
Dewatering	374,000	-	374,000
Advertising	5,000	-	5,000
Training	14,650	-	14,650
Maintenance and Operation - Software & Licenses	38,600	-	38,600
Maintenance and Operation - Vehicles	48,500	-	48,500
Postage	2,500	-	2,500
Copier	1,776	-	1,776
Communications	29,640	-	29,640
Utilities	564,450	-	564,450
Solid Waste Dumpster	49,000	-	49,000
Rents & Leases	60,000	-	60,000
General Liability Insurance	25,983	-	25,983
Property & Windstorm Insurance	37,649	-	37,649
Windstorm Insurance	-	-	-
Flood	89,605	-	89,605
Fuel Tank Insurance	1,343	-	1,343
Vehicle Insurance	5,825	-	5,825
Repair & Maintenance - Equipment	775,050	-	775,050
Repair & Maintenance - Buildings	150,425	-	150,425
Repair & Maintenance - Collection System	270,175	-	270,175
Fuel	24,500	-	24,500
Chemicals	440,321	-	440,321
Operating Supplies	52,500	-	52,500
Operational Contingency	100,000	-	100,000

**City of Marathon
Budget Amendment
Fiscal Year 2015-2016**

EXHIBIT A

Fund	Adopted Budget FY 18/19	Budget Amendment	Final Amended Budget FY 18/19
Wastewater Utility			
Total Materials, Supplies, Services	\$ 3,786,732	\$ -	\$ 3,786,732
Total Operating Expenditures	\$ 5,347,630	\$ -	\$ 5,347,630
Equipment: Vehicles	133,000	(180,000)	(47,000)
Equipment: Computer Hardware	340,000	(289,000)	51,000
Equipment	834,000	125,000	959,000
Land Acquisition	-	(2,110,000)	(2,110,000)
Wastewater Improvements	4,373,500	(7,679,000)	(3,305,500)
Total Capital Outlay	\$ 5,680,500	\$ (10,133,000)	\$ (4,452,500)
Hurricane Irma Recovery Projects	4,923,635		
Debt Service	3,987,611	-	3,987,611
Transfer to General Fund	250,000	-	250,000
Interfund Loan to General Fund	-	4,500,000	4,500,000
Transfer to Repair & Replacement Fund	325,940	-	325,940
Reserve for Future Appropriation	2,573,361	(2,256,635)	316,726
Total Transfers, Reserves, and Debt Service	\$ 12,060,547	\$ 2,243,365	\$ 9,380,277
Total Expenditures & Reserves for Future Appropriation	\$ 23,088,677	\$ (7,889,635)	\$ 15,199,042