



Legislation Text

File #: 20-616, Version: 1

CITY COUNCIL AGENDA ITEM

Memo Date: September 11, 2020
Agenda Date: September 23, 2020
Prepared By: Christi Grant, Staff Accountant
Through: Rebecca Bowman, MBA, CGFO, CGFM, Finance Director
Requested Action:
Authorize the City Manager to approve the annual purchase orders for electrical utilities as they relate to electrical consumption only and Verizon for the Police Department for FY2021.

BACKGROUND:

The City uses Florida Power & Light and Duke Energy for its electrical utilities. The City is billed for actual consumption of electrical services similar to a resident being billed for electrical utility services. In some cases, the annual amount budgeted for each division exceeds the City Manager's purchasing authority (\$50,000). In order to ensure the operational needs of the City are met, staff is requesting City Council to authorize the City Manager to approve all electric utility purchase orders as they relate to electric consumption only for FY2021, allowing for increases to the purchase orders as required to pay electric bills, providing that the increase does not cause a departmental operating budget to exceed the appropriated amount.

The City also utilizes the State of Florida contract related to cellular and data services. Within the Police Department, it is anticipated that the annual amount will exceed the City Manager's purchasing authority. City staff is requesting City Council to authorize the City Manager to approve purchase orders as they relate to Verizon cellular and data services for consumption in FY2021 only, allowing for increases to the purchase orders as required to pay electric bills, providing that the increase does not cause a departmental operating budget to exceed the appropriated amount. Both the utility and data services are budgeted annually and should the budgeted amounts be exceeded, an item will be returned for City Council approval to increase the City Council authorization.

STRATEGIC PLAN CONNECTION:

None. This is an operational request.

BUDGETARY IMPACT:

Budgeted Yes

Estimated amounts budgeted for electric service in FY2021 total \$3,145,897. For informational purposes only, electric service is budgeted in the following accounts:

Account	Description	Budget Estimate
001-2100-521-43-00	Police Admin/Operations	\$60,475
001-2201-522.43-00	Fire Operations	\$34,216
001-3510-541-43-00	Public Works Maintenance	\$345,000
001-3520-572-43-00	Parks & Beautification	\$1,800
001-3560-519-43-00	Facility Management	\$245,400
Total General Fund = \$686,891		
421-4010-536-43-00	Water Administration	\$800
421-4020-536-43-00	Dyal Plant	\$1,967,180
421-4025-536-43-00	Water Field Operations	\$65,000
421-4120-536-43-00	Water Reclamation	\$293,950
421-4125-536-43-00	Sewer Field Operations	\$70,000
Total Water/Sewer Fund = \$2,396,930		
423-3570-538-43-00	Stormwater Utility	\$18,240
Police Department Verizon		
001-2100-521.41-00		\$43,836

Actual consumption amounts may vary and change orders to purchase orders may be required to pay the necessary amount for the fiscal year. Future budget transfers or amendments may be necessary to ensure payment of the monthly electric utility bills

PREVIOUS ACTION:

None.

RECOMMENDED MOTION:

Authorize the City Manager to approve the annual purchase orders for electrical utilities as they relate to electrical consumption only and Verizon for the Police Department for FY2021.