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**M E M O R A N D U M**

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**TO:** MAX ROYLE, CITY MANAGER  
**FROM:** PATTY DOUYLLIEZ, FINANCE DIRECTOR  
**SUBJECT:** BUDGET RESOLUTION 23-18  
**DATE:** 11/13/2023

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The above-referenced budget resolution is requested for the carryover of remaining expenditures on the 2<sup>nd</sup> Street Project. This project was anticipated to be completed by the end of FY23, however, due to a number of circumstances the final work is being completed in the current year. Since the full amount of the project was budgeted and not completed last year, this amount will go back into our reserves allowing us to pull them into this year's budget. I apologize for the late notice regarding this resolution, but we have been working with the contractors to finalize the expenditures for FY23 in order to calculate the carryover amount for this year.

If there are any questions, please let me know.

**BUDGET RESOLUTION 23-18**

**CITY OF ST. AUGUSTINE BEACH  
ST. JOHNS COUNTY**

**RE: TO AMEND THE FY2024  
GENERAL FUND BUDGET**

The City Commission does hereby approve the transfer and appropriation from within the Fiscal Year 2023-2024 General Fund Budget as follows:

**INCREASE:** Account 001-381-990 (Revenue-Transfer from Undesign/Unreserved Fund Balance) in the amount of \$221,000 which will increase the appropriation in this account to \$659,552.

**INCREASE:** Account 001-4100-541-6310 (R&B Dept-Paving) in the amount of \$220,000 which will increase the appropriation in this account to \$221,000.

**RESOLVED AND DONE,** this 13<sup>th</sup> day of November 2023 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

\_\_\_\_\_  
Mayor – Commissioner

ATTEST:

\_\_\_\_\_  
City Manager

## Patricia Douylliez

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**From:** Jason Sparks  
**Sent:** Monday, November 13, 2023 8:22 AM  
**To:** Patricia Douylliez  
**Cc:** Derek Sands; Max Royle  
**Subject:** RE: 2nd St  
**Attachments:** FW: 24" HDPE installed in a ditch with 6" of cover; Second Street -Project Budget Tracking - FY23 (002)\_DRS.xlsx

Morning Patty,

Actually this does not include the concrete on 3<sup>rd</sup> Alley, however, we are not going with concrete on 3<sup>rd</sup> Alley.

The anchoring solution recommended by the pipe manufacturer is the solution we plan to pursue.

We received a quote Thursday from the anchoring system manufacturer, \$2,400. See attached. No labor/installation cost. Say \$3,000.

The \$189,527.64 remaining to be paid to DBCC (listed below) is the amount remaining after the invoice #14 (Sept 1 thru Sept 30) was approved last week. Total \$217,364.94 + \$3,000 for anchors = \$220,364.94.

The amount remaining to be paid to DBCC *prior* to Invoice #14 (month of Sept) is \$206,445.23, resulting in total of \$234,282.53 + \$3,000 for anchors = \$237,282.53.

I confirmed these numbers after updating the 2<sup>nd</sup> St Project Budget Tracking Sheet this AM with September's invoice. See also attached.

Respectfully,



Jason D. Sparks, P.E. | Engineering Director  
City of St. Augustine Beach  
(904) 484-9126 | (904) 466-2486 | [www.staugbch.com](http://www.staugbch.com)

*"We can do all things. All things are possible."*

\*\* PLEASE NOTE: Under Florida Law most messages to or from this individual are public record. Any emails, including email address may be subject to public disclosure. \*\*

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**From:** Patricia Douylliez <pdouylliez@cityofsab.org>  
**Sent:** Monday, November 13, 2023 7:37 AM  
**To:** Jason Sparks <jsparks@cityofsab.org>  
**Cc:** Derek Sands <dsands@cityofsab.org>; Max Royle <mroyle@cityofsab.org>  
**Subject:** FW: 2nd St

Jason,

Do the numbers provided below include the additional \$4k that was discussed to pour concrete on 3<sup>rd</sup> Ave? I would like to put this together today as a late addition to the agenda for tonight. Also, are there any other projects that I need to include for a budget resolution to pull this into FY24?

**Patricia Douylliez**  
Finance Director  
City of St Augustine Beach  
2200 A1A S  
St Augustine, FL 32080  
(904) 471-2122, x. 103

**PLEASE NOTE: Under Florida law, most communications to and from the City are public records. Your emails, including your email address, may be subject to public disclosure.**

**From:** Jason Sparks <jsparks@cityofsab.org>  
**Sent:** Wednesday, November 8, 2023 12:15 PM  
**To:** Patricia Douylliez <pdouylliez@cityofsab.org>  
**Cc:** Derek Sands <dsands@cityofsab.org>; Russell Adams <radams@cityofsab.org>; Ken Gatchell <kgatchell@cityofsab.org>; Michele Claypool <mclaypool@cityofsab.org>  
**Subject:** 2nd St

Hi Patty,

We have been working on the budget resolution “number”.

At this point, we have:

• ETM	\$14,182.
• JK UG	\$10,630.
• FPL	\$ 3,025.30
• DBCivil	<u>\$189,527.64</u>
<b>Total</b>	<b>\$217,364.94</b>

We should not have to pay any of these costs out of FY24 budget line items. All work was designed prior to the end of FY23

I expect some sort of legal litigation to reduce the amount the City owes DBCivil.

At this point, worst case budget resolution number is \$220k as itemized above.

Look forward to continuing discussion.

Thoughts and Prayers,

Jason