



City of Coral Gables  
**CITY COMMISSION MEETING**  
August 27, 2024

**ITEM TITLE:**

A Resolution of the City Commission authorizing an amendment to the fiscal year 2023-2024 annual budget to recognize a transfer from the City Clerk Special Revenues Reserve in the amount of \$250,000 and to appropriate such funds for the cost to be used towards the cost of the roof replacement at the passport office.

**DEPARTMENT HEAD RECOMMENDATION:**

Approval.

**BRIEF HISTORY:**

After an assessment of the roof at the Passport Office, it was determined that it was best to replace the roof as part of the renovation of the passport office. To begin the work for the roof replacement \$250,000 is required. The funding is available in the City Clerk's Special Revenue reserves. This resolution recognizes the transfer of these funds and appropriates the funds to the Passport Renovation project in the Capital Project Fund to cover the cost of replacing the roof at the Passport Office.

**ATTACHMENT(S):**

1. Draft Resolution

**FINANCIAL INFORMATION: (If Applicable)**

| No.    | Amount  | Account No. | Source of Funds                 |
|--------|---------|-------------|---------------------------------|
| 1.     | 250,000 |             | City Clerk Special Revenue Fund |
| Total: |         |             |                                 |

**Fiscal Impact:**

Funding the roof project with City Clerk special revenue funds reduces the amount of general funds used towards this project.