

**CITY OF CORAL GABLES, FLORIDA**

**RESOLUTION NO. 2019-114**

A RESOLUTION OF THE CITY COMMISSION AUTHORIZING AN AMENDMENT TO THE FISCAL YEAR 2018-2019 ANNUAL BUDGET TO TRANSFER FROM FUND BALANCE AND RECOGNIZE AS REVENUE CITY CLERK'S SPECIAL REVENUE FUNDS, AND TO APPROPRIATE SUCH FUNDS FOR A RECORDS MANAGEMENT PROJECT.

**WHEREAS**, in an effort to reduce the annual costs for City record storage, the City Clerk's Office is implementing a document management solution that will centralize all documents in a digital repository and allow for easy search and retrieval; and

**WHEREAS**, the implantation will cover configuration of all City departments, migration of all available documents, and training for City staff; and

**WHEREAS**, in order to meet the funding needs of the records management project, staff is recommending a \$75,000.00 transfer from the City Clerk's Special Revenue reserve; and

**WHEREAS**, an amendment to the Fiscal Year 2018-2019 annual budget is required to transfer from fund balance and recognize as revenue, \$75,000.00 of the City Clerk's Special Revenue reserve, and to appropriate such funds for the records management project;

**BE IT RESOLVED BY THE COMMISSION OF THE CITY OF CORAL GABLES:**

**SECTION 1.** That the foregoing "Whereas" clauses are here hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution upon its adoption.

**SECTION 2.** The City Commission does hereby authorize an amendment to the Fiscal Year 2018-2019 annual budget to transfer and recognize as revenue \$75,000.00 from the City Clerk's Special Revenue reserve, and to appropriate such funds for the records management project.

**SECTION 3.** That this resolution shall become effective upon the date of its passage and adoption herein.

PASSED AND ADOPTED THIS FOURTEENTH DAY OF MAY A.D., 2019.

(Moved: Lago / Seconded: Keon)

(Yeas: Fors, Keon, Lago, Valdes-Fauli)

(Majority: (4-0) Vote)

(Absent: Mena)

(Agenda Item: D-10)

ATTEST:



BILLY Y. URQUIA  
CITY CLERK

APPROVED:



RAUL VALDES-FAULI  
MAYOR

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:



MIRAM SOLER RAMOS  
CITY ATTORNEY