

ORDINANCE NO. 2018-18

AN ORDINANCE OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING THE FISCAL YEAR 2018 BUDGET BY APPROPRIATING AND ALLOCATING FUNDS AS FOLLOWS: USE OF UNDESIGNATED FUND BALANCE IN THE FOLLOWING FUNDS: GENERAL FUND; LAW ENFORCEMENT TRUST FUND; PARKS IMPACT FEE FUND; TRANSPORTATION IMPACT FEE FUND; 2018 LOGT REVENUE NOTE FUND; UTILITY OPERATING FUND; UTILITIES ASSESSMENT UNIT 31 FUND; AND BUILDING FUND; TRANSFER FROM NSP FUND TO COMMUNITY DEVELOPMENT BLOCK GRANT FUND AND SHIP GRANT FUND TO REIMBURSE FOR INELIGIBLE EXPENDITURES; TRANSFER FROM TRANSPORTATION IMPACT FEE FUND TO 2018 LOGT REVENUE NOTE FUND FOR SINKING FUND PAYMENT; TRANSFER FROM BCRA FUND TO GENERAL FUND TO RETURN EXCESS TAX INCREMENT; TRANSFER FROM RISK MANAGEMENT FUND TO FLEET FUND TO COMPLETE POLICE VEHICLE REPLACEMENT; RECOGNIZING REVENUE FOR 2018 LOGT REVENUE NOTE BOND PROCEEDS FOR SO. I-95 INTERCHANGE PROJECT AND UTILITIES BREVARD COUNTY INDIAN RIVER LAGOON INTERLOCAL AGREEMENT FOR WRF DENITRIFICATION PROJECT; RECOGNIZING THAT SUCH APPROPRIATIONS MUST BE MADE PURSUANT TO THE CODE OF ORDINANCES OF THE CITY OF PALM BAY, CHAPTER 35; ADOPTING, RATIFYING, CONFIRMING, AND VALIDATING THE ALLOCATIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Bay recognizes that non-budgeted items must be appropriated and that such appropriation must be allocated by Ordinance, and

WHEREAS, transfers between funds and departments must be approved by City Council, and

WHEREAS, Chapter 35, Finance, Budget, Section 35.035, of the City of Palm Bay, Code of Ordinances provides for the transfer of funds and appropriation of unbudgeted funds.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, as follows:

SECTION 1. The City Council, in accordance with the City of Palm Bay, Code of Ordinances, Chapter 35, Finance, Budget, Section 35.035, hereby appropriates the following funds:

	Revenues	Expenditures
<u>General Fund</u>		
Growth Mgmt Position Control Changes 6/21/18		36,006
Parks Position Control Changes 6/21/18		(50,814)
Facilities Position Control Changes 6/21/18		83,344
Police Position Control Changes 6/21/18		3,550
Addtl Funding Crew Building 14PW07		16,605
Use of PW Oper savings twds Crew Bldg		(16,605)
Parks New emp cell phone use Oper svgs		(191)
C&IT Cell Phone for Parks		191
City Attorney Oper svgs twds property purch		(50,740)
Purchase of Northview parcels		50,740
Adj Police & Fire Pension contribution requirement		35,675
Fire Rental Training Facility at EFSC		2,175
Trf from BCRA Fund (181) Rtn Excess Tax Increment	147,000	
Undesignated Fund Balance	(37,064)	
Fund Subtotal	109,936	109,936
<u>Law Enforcement Trust Fund (101)</u>		
LETf #18-06 Travel/Training		11,000
LETf #18-07 Travel/Training		9,300
Undesignated Fund Balance	20,300	
Fund Subtotal	20,300	20,300
<u>State Housing Grant Fund (111)</u>		
Trf from NSP Fund (123) to reimb. for ineligible exps.	593,196	
Down Payment Assistance project (16CD01)		593,196
Fund Subtotal	593,196	593,196
<u>Community Development Block Grant Fund (112)</u>		
Trf from NSP Fund (123) to reimb. for ineligible exps.	114,799	
Uncommitted & Avail Funds project (14CDBG)		114,799
Fund Subtotal	114,799	114,799

City of Palm Bay, Florida
Ordinance No. 2018-18
Page 3 of 4

NSP Fund (123)

Trf to SHIP Fund (111) to reimb for ineligible exps.		593,196
Trf to CDBG Fund (112) to reimb for ineligible exps.		114,799
Remove from NSP Housing project (18CD01)		(707,995)
Fund Subtotal	-	-

Parks Impact Fee Fund (154)

Purch Electronic Messaging Board (18PR05)		50,000
Undesignated Fund Balance	50,000	
Fund Subtotal	50,000	50,000

Transportation Impact Fee Fund (155)

Trf to 2018 LOGT Revenue Note Fund (227)		299,695
Undesignated Fund Balance	299,695	
Fund Subtotal	299,695	299,695

Bayfront Comm. Redevelopment Fund (181)

Remove Evans Ctr funding project (08CR04)		(250,000)
Return Excess Tax Increment to County and City		250,000
Fund Subtotal	-	-

2018 LOGT Revenue Note Fund (227)

Trf from Transportation Impact Fee Fund (155)	299,695	
Undesignated Fund Balance	(299,695)	
Fund Subtotal	-	-

Connector Road I-95 Fund (308)

Bond Proceeds	8,977,500	
So. I-95 Interchange project (15PW11)		8,933,000
Bond Issuance Costs		44,500
Fund Subtotal	8,977,500	8,977,500

Utilities Operating Fund (421)

Wade Trim T/O #18-12		112,764
Wade Trim T/O #18-13		146,362
Brevard Cty Indian River Lagoon ILA	100,000	
Addtl Funding WRF Denitrification (17WS16)		100,000
Position Control Changes 6/21/18		18,285
Undesignated Fund Balance	277,411	
Fund Subtotal	377,411	377,411

Assessment Unit 31 Fund (432)

Additional Principal Payment made		63,000
Undesignated Fund Balance	63,000	
Fund Subtotal	63,000	63,000

Building Fund (451)

Growth Mgmt Position Control Changes 6/21/18		23,017
Undesignated Fund Balance	23,017	
Fund Subtotal	23,017	23,017

Risk Management Fund (512)

Trf to Fleet Fund (521) for PD Vehicle Repl		7,170
Removal from Auto Phys Damage Claims		(7,170)
Fund Subtotal	-	-

Fleet Services Fund (521)

Transfer from Risk Fund (512) twds PD vehicle	7,170	
Complete PD Vehicle purchase to repl #5924		7,170
Fund Subtotal	7,170	7,170

Total	10,636,024	10,636,024
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SECTION 2. The City Council adopts, ratifies, and approves the appropriations as listed above.

SECTION 3. The provisions within this Ordinance shall take effect immediately upon the enactment date.

Read in title only at Meeting No. 2018-14, held on June 7, 2018; and read in title only and duly enacted at Meeting No. 2018-15, held on June 21, 2018.

ATTEST:

Terese M. Jones, CITY CLERK

Reviewed by CAO

William Capote, MAYOR



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council
FROM: Gregg Lynk, City Manager
DATE: June 7, 2018
RE: FY 18 Third Budget Amendment

Summary of the proposed budget amendment:

General Fund

Revenues – Total \$147,000

- Transfer from Bayfront Community Redevelopment Agency Fund (181) for Excess Tax Increment Funds being returned to Taxing Authorities - **\$147,000**.

Expenditures – Total \$109,936

- Position Control Changes to be processed on the 6/21/18 Position Control Resolution - **\$72,086**.
 - Growth Management - add FTE Planner III, \$29,841;
 - Growth Management - reallocate/reclassify various salary/positions, \$6,165
 - Parks – move three Maintenance Workers II to Facilities (\$50,814)
 - Facilities – move three Maintenance Workers from Parks, \$49,597
 - Facilities - additional FTE Special Projects Manager \$33,747
 - Police - reclassify Crime Analysts grade, \$3,550
- PW Operating savings (\$16,605) to be used to fund additional cost for Facilities Crew Building project (14PW07) \$16,605 - **\$0**.
- Operating savings from Parks for new employee cell phone (\$191) to be used towards C&IT purchase \$191 - **\$0**.
- Use of City Attorney Office Operating savings (\$50,740), to be used for purchase of Northview properties for Parks \$50,740, approved by Council 4/19/18 - **\$0**.
- Adjustment of the City's FY18 Annual Required Contribution to the Firefighter Pension Plan \$53,136 and Police Pension Plan (\$17,461), based on updated information provided by the

- Pension Board's actuary - **\$35,675.**
- Rental of Training Facility at Eastern Florida State College (EFSC) by the Fire Department, approved by Council 4/19/18 - **\$2,175.**

Law Enforcement Trust Fund (101)

Expenditures – Total \$20,300

- LETF 18-06 – Training - Police Officers to attend Berla iVe System training certification, approved by Council 5/3/18 – **\$11,000.**
- LETF 18-07 – Training - Commander to attend Senior Management Institute for Police training, approved by Council 5/17/18 – **\$9,300.**

State Housing Grant Fund (111)

Revenues – Total \$593,196

- Transfer to SHIP Fund (111) from NSP Fund (123) to correct for prior year expenditures reimbursed from SHIP Funds that were actually NSP eligible expenditures - **\$593,196.**

Expenditures – Total \$593,196

- Funding for Down Payment Assistance project (16CD01) – **\$593,196.**

Community Development Block Grant Fund (112)

Revenues – Total \$114,799

- Transfer from NSP Fund (123) to reimburse for ineligible expenditures in prior years that were paid out of the Community Development Block Grant Fund in error - **\$114,799.**

Expenditures – Total \$114,799

- Funding for Uncommitted & Available project (14CDBG) – **\$114,799.**

NSP Fund (123)

Expenditures – Total \$0

- Removal of Funding from NSP Housing project (18CD01) (\$707,995), to fund transfers to State Housing Grant Fund (111) \$593,196, and Community Development Block Grant Fund (112) \$114,799, to reimburse NSP eligible expenditures that were paid out of those Funds in prior years - **\$0.**

Parks Impact Fee Fund (154)

Expenditures – Total \$50,000

- Funding for purchase of Electronic Messaging Board at Fred Poppe Regional Park project (18PR05), approved by Council 4/5/18 - **\$50,000**.

Transportation Impact Fee Fund (155)

Expenditures – Total \$299,695

- Transfer to 2018 LOGT Revenue Note Fund (227) (I-95 Road Construction) for sinking fund payment due 10/1/18 - **\$299,695**.

Bayfront Comm. Redevelopment Fund (181)

Expenditures – Total \$0

- Remove Funding from Evans Center project (08CR04) (\$250,000) and return excess Tax Increment funds to Taxing Authorities (County \$103,000, City \$147,000) due to Florida Statute requirement of project being completed in three years, approved by Council 11/2/17 - **\$0**.

Connector Road I-95 Fund (308)

Revenues – Total \$8,977,500

- Bond proceeds received for 2018 Local Option Gas Tax (LOGT) Revenue Note - **\$8,977,500**.

Expenditures - Total \$8,977,500

- Funding for Bond Issuance Costs \$44,500 and So. I-95 Interchange/Parkway project (15PW11) for connector road \$8,933,000 - **\$8,977,500**.

Utilities Operating Fund (421)

Revenues – Total \$100,000

- Additional funding for WRF Denitrification project (17WS16) from Brevard County Indian River Lagoon Interlocal Agreement, approved by Council 4/5/18 - **\$100,000**.

Expenditures - Total \$377,411

- Funding for Wade Trim Task Orders #18-12 for Drinking Water \$112,764 and #18-13 for Wastewater \$146,362, approved by Council 4/19/18 - **\$259,126**.

- Additional funding for WRF Denitrification project (17WS16), approved by Council 4/5/18 - **\$100,000**.
- Position Control Change to be processed on 6/21/18 Position Control Resolution, additional funding to add an FTE Laboratory Coordinator - **\$18,285**.

Assessment Unit 31 Fund (432)

Expenditures - Total \$63,000

- Additional Principal payment for 2016 Special Assessment Revenue Refunding Note made - **\$63,000**.

Building Fund (451)

Expenditures – Total \$23,017

- Position Control Change to be processed on 6/21/18 Position Control Resolution, additional funding for an FTE Permit Technician \$18,727 and split of Assistant Growth Management Director salary between General Fund 90% and Building Fund 10% \$4,290 - **\$23,017**.

Risk Management Fund (512)

Expenditures – Total \$0

- Transfer funds from Risk Fund (512), (\$7,170) to Fleet Services Fund (521) \$7,170 to cover cost of replacing totaled Police Vehicle #5924, not covered by at fault insurance company - **\$0**.

Fleet Services Fund (521)

Revenues – Total \$7,170

- Transfer from Risk Management Fund (512) to complete purchase of PD Vehicle to replace vehicle #5924 that was in collision - **\$7,170**.

Expenditures – Total \$7,170

- Complete purchase of PD vehicle to replace vehicle #5924 that was in collision - **\$7,170**.

REQUESTING DEPARTMENTS:

Finance Department, Police Department, Fire Department, Growth Management Department, Public Works Department, Office of the City Attorney, Utilities Department, Facilities Department, BCRA, Parks & Recreation Department, Communication and Information Technology Department.

RECOMMENDATION:

Motion to adopt FY 18 Third Budget Amendment Ordinance.

Attachments: 1) Ordinance
 2) General Fund Appropriations Fund Balance

PG/ab

Appropriations from September 30, 2017 Fund Balance

Fund Balance at September 30, 2017

Nonspendable	21,112	
Committed	193,358	
Assigned	128,915	
Unassigned	8,288,602	13.57%
Total GF Fund Balance @ 09/30/17	8,631,987	14.13%

<u>Type Expd</u>	<u>Department</u>	<u>Budget Amend No. 1 - Approved December 21, 2017</u>	<u>Amount</u>	<u>BA Total</u>	<u>Total Approp.</u>
		Total Undesignated Funds Used - Budget Amendment 1		(1,653,021.00)	
		<u>Budget Amend No. 2 - Approved March 22, 2018</u>			
		Total Undesignated Funds Used - Budget Amendment 2		(106,629.00)	
		<u>Budget Amend No. 3 - Pending June 21, 2018 enactment</u>			
		<u>Additions</u>			
		Transfer from BCRA for Return of Excess Tax Increment	103,000.00		
		Use of PW Operating Savings	16,605.00		
		Use of Parks Operating Savings	191.00		
		Use of City Attorney Operating Savings	50,740.00		
		Police decrease in requirement Police Pension	17,461.00		
			187,997.00		
		<u>Reductions</u>			
Recurring	Growth Management	Adding of Planner III and other reclassifications, Position Control 6/21/18	(36,006.00)		
Recurring	Parks & Recreation	Transfer Maint. Worker to Facilities, Position Control 6/21/18	50,814.00		
Recurring	Facilities	Add Maint. Workers from Parks, Position Control 6/21/18	(83,344.00)		
Recurring	Police	Reclassify position, Position Control 6/21/18	(3,550.00)		
One-time	Facilities	Addtl Funding Crew Building 14PW07	(16,605.00)		
One-time	C&IT	Cell Phone for Parks	(191.00)		
One-time	Parks & Recreation	Purchase of Northview Parcels	(50,740.00)		
One-time	Police	Addtl requirement Fire Pension	(53,136.00)		
		Rental of Training Facility	(2,175.00)		
			(194,933.00)		
		Total Undesignated Funds Used - Budget Amendment 3		(6,936.00)	
		Total FY 18 Appropriations upon approval of Budget Amendment 3			(1,766,586.00)
		Unassigned 9/30/17 Fund Balance after FY 18 Appropriations		6,522,016.17	10.68%
		Minimum Required Fund Balance based on FY 18 Proposed Budget		6,107,113.00	10.00%