




LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Lisa Morrell, City Manager 

DATE: September 19, 2019

RE: FY 2019 Fourth Capital Improvements Program Amendment

The following is a summary of the revisions to the Capital Improvements Program/CIP in FY 2019.

Budget Amendment Modifications:

1. Bayfront Community Redevelopment – Transfer unused bond proceeds from the BCRA Loan Fund to the Bayfront CRA (06 Bond) CIP Fund to prepay a portion of the outstanding debt; on Budget Amendment #4 – **(\$990,848).**
2. Fire Department – FDEM Hazard Mitigation Grant Program; appropriate grant revenue to the Fire Station Hardening Program project (19FD01); on Budget Amendment #4 – **\$313,436.**
3. Fire Department – FDEM Hazard Mitigation Grant Program; usage of salary savings for the Fire Station Hardening Program project (19FD01) required 25% city-match portion; on Budget Amendment #4 – **\$56,250.**
4. Fire Department – Purchase of one (1) Squad Vehicle for Fire Station #1; on Budget Amendment #4 – **\$43,852.**
5. Fire Department – Fire Impact Fee Funding for Fire Station # 5 (project 18FD01) remodeling, repairing of the exterior building, and removal of building retrofitting; on Budget Amendment #4 – **\$125,000.**
6. Fire Department – Fire Impact Fee Funding for the purchase of the Harris Symphony Premier Standard Console Package; on Budget Amendment #4 – **\$49,574.**
7. Police Department – LETF 19-07 – purchase of two (2) mowers \$8,970 & one (1) working canine \$10,000; on Budget Amendment #4 – **\$18,970.**
8. Police Department – Transfer salary savings (\$28,029) to the Building Department \$28,029 to purchase one (1) vehicle previously purchased for the Fire Marshal; the vehicle is no longer

needed as the position has been removed from the Building Department; on Budget Amendment #4 – **Net Impact \$0.**

9. Police Department – Usage of salary savings to purchase ten (10) marked vehicles; on Budget Amendment #4 – **\$278,407.**
10. Public Works Department – ROW Acquisition of six (6) vacant lots on Block 1702 for future expansion of Malabar Road; on Budget Amendment #4 – **\$84,500.**
11. Utilities Department – Additional funding for the WWTP Digester 6 Rehab project (18WS09) \$171,525 and the WWTP Bar Screen Replacement project (18WS14) \$209,579; on Budget Amendment #4 – **\$381,104.**
12. Public Works Department – GO Road Program Funding – Appropriate funding to the Eldron Blvd. Road Paving project (19GO02) \$1,922,577 and the Unit 41 Road Paving project (19GO03) \$1,223,262 for repaving and reconstruction – **\$3,145,839.**

Transfer of Funds Between Capital Projects/Accounts:

1. Utilities Department – Budget Transfer #62
Transfer funds from the Carbon Dioxide Systems project (19WS07) (\$6,542) to the Secondary Ponds Valve Improvements/Stairs project (15WS05) \$6,542 for engineering services - **\$0.**
2. Utilities Department – Budget Transfer #63
Transfer funds from the Carbon Dioxide Systems project (19WS07) (\$38,608) to the South Regional Water Treatment Plant Expansion project (18WS04) \$38,608 to support the design amendment to the Tetra Tech Task Order 01-2019-991 - **\$0.**
3. Public Works Department – Budget Transfer #65
Transfer funds from the FY 2019 Stormwater Utility Program (19SU01) (\$1,000) to the Unit 42 Pipe Replacement Phase III project (19SU10) \$1,000 for additional construction funding - **\$0.**
4. Public Works Department – Budget Transfer #70
Transfer funds \$390,500 to the Unit 42 Pipe Replacement Phase III project (19SU10) from the following projects: Riviera Drive @ C-75 (18SU02) (\$20,063); Walden Blvd @ C-42-R (18SU03) (\$21,428); Weldon Street @ C-42-R (18SU05) (\$22,732); Fairlight @ C-60 (18SU07) (\$25,000); Norwood Street Baffle Box Retrofit (18SU08) (\$25,000); San Filippo @ C-41-R (18SU10) (\$24,802); San Filippo @ C-42-R (18SU11) (\$21,649); Rockabye @ C-42-R (18SU12) (\$23,487); Powell Sub Drainage Mods (18SU13) (\$49,277); San Filippo @ C-9-R (18SU15) (\$9,142); Phase

II Pipe Replacement Unit 42 (19SU04) (\$147,920) - **\$0.**

5. Public Works Department – Budget Transfer #80

Transfer remaining funds from the completed Unit 42 Pipeline Replacement project (18SU16) (\$1,800) to the FY 2019 Stormwater Utility Program (19SU01) \$1,800 - **\$0.**

6. Utilities Department – Budget Transfer #85

Transfer funds from the Carbon Dioxide Systems project (19WS07) (\$105,120) to the North Regional Water Treatment Plant SCADA Upgrade (19WS21) \$105,120 for software and hardware funding - **\$0.**

7. Utilities Department – Budget Transfer #85

Transfer funds from the Cogan Drive WM and FM project (17WS03) (\$1,395) to the South Regional Water Reclamation Facility project (16WS05) \$1,395 for engineering services and legal ad funding - **\$0.**

8. Utilities Department – Budget Transfer #85

Transfer funds from the Chlorine Analyzers Replacement project (18WS17) (\$969) to the DIW Reservoir Rehab project (17WS15) \$969 for additional inventory funding - **\$0.**

9. Utilities Department – Budget Transfer #86

The outgoing bid for the WWTP Digester 6 Rehab project (18WS09), the WWTP Bar Screen Replacement project (18WS14) and the RAS/WAS Pump rehab project (18WS15) came in over budget; transfer (\$36,714) from the Chlorine Analyzers Replacement project (18WS17) and (\$169,311) from the Carbon Dioxide Systems project (19WS07) to 18WS09/\$88,478, 18WS14/\$108,139 and 18WS15/\$9,408 - **\$0.**

10. Fire Department – Budget Transfer #87

Tie approved CIP funding to the Fire Station 5 Rebuild project (18FD01) - **\$0.**

11. Utilities Department – Budget Transfer #89

Transfer approved budgeted funds from the 6401/Machinery & Equipment GL accounts for the Engineering/Construction Division (\$22,000) and Collections Division (\$43,000) to the correct 6403/Light Vehicles GL accounts for the purchase of two (2) additional vehicles - **\$0.**

12. Utilities Department – Budget Transfer #89

Funding within the Collections Division for the purchase of two (2) additional vehicles is not sufficient; transfer vehicle savings from the Distribution Division (\$19,523) to the Collections Division \$19,523 to off-set shortage - **\$0.**

13. Public Works Department – Budget Transfer #93

Transfer funds from the FY 2019 Stormwater Utility Program (19SU01) (\$50,000) to the Install Cured Pipe 23 project (19SU07) \$50,000 to fund revised footage requirements - **\$0**.

14. Bayfront Community Redevelopment Agency – Budget Transfer #94

Transfer approved CIP funding (\$56,500) to the appropriate expenditure accounts to support the Port Malabar Monolith/Gateway Signage Improvement project (19CR01) \$56,500 - **\$0**.

15. Public Works Department – Budget Transfer #96

Transfer funds from the FY 2019 Stormwater Utility Program (19SU01) (\$314,500) to the following projects: Unit 11 Pipe Replacement project (19SU11) \$154,750; Unit 15 Pipe Replacement project (19SU12) \$159,750 - **\$0**.

16. Utilities Department – Budget Transfer #97

Transfer funds from the Cogan Drive WM and FM project (17WS03) (\$22,716) to the South Regional Water Reclamation Facility project (16WS05) \$22,716 to fund bidding assistance expenses for the Wade Trim Task Order - **\$0**.

17. Utilities Department – Budget Transfer #99

The engineering/design task order of the Nash HSP/MCC Replacement project (19WS10) came in over budget; transfer funds from the Lift Stations RTU Replacement project (18WS10) (\$4,758) to 19WS10 \$4,758 - **\$0**.

Added/Removed Capital Projects, Addition/Reduction of Funding:

1. Public Works Department – Budget Transfer #54

Transfer non-capital funds to support unexpected operational needs for machinery and/or equipment of the new Public Works Crew Building - **\$11,000**.

2. Public Works Department – Budget Transfer #55

Mid-year adjustments – Transfer non-capital funds and capital funds from the Stormwater Drainage project (19SU01) (\$46,872) to the support the following expenditures: Pressure Washer Equipment \$4,100; Equipment Overhead Cover \$30,000; CAT Hydraulic Hammer \$9,436 – **Net (\$3,336)**.

3. Fire Department – Budget Transfer #67

The Fire Station 5 Rebuild project (18FD01) capital accounts require adjustments as a portion of the approved funding cannot be capitalized; transfer (\$10,085) from the 6201/Buildings account

to the 6401/Machinery & Equipment account \$8,113 and other non-capital/operational accounts to supporting furnishing the Fire Station #5 – **Net (\$1,972).**

4. Public Works Department – Budget Transfer #68

Transfer non-capital funds to support the purchase of a 23.5 HP KAW 60” Titan 2500 lawnmower - **\$5,000.**

5. Public Works Department – Budget Transfer #69

Transfer funds from the FY 2019 Road Program (project 19RD01) to non-capital/operational accounts for legal invoices – **(\$12,993).**

6. Parks & Recreation Department – Budget Transfer #71

Transfer non-capital funds to the Oakwood Park Basketball Resurfacing project (19PR05) to support additional project expenditures; funding available from unspent Aquatic Center Temporary Employment Services - **\$4,002.**

7. Parks & Recreation Department – Budget Transfer #74

Transfer non-capital funds to the Fred Poppe Regional Park Sewer Conversion project (19PR06) for engineering design expenditures; funding available from unspent Aquatic Center Temporary Employment Services - **\$30,205.**

8. Public Works Department – Budget Transfer #79

Transfer non-capital funds to support the following expenditures: 15’ Eagle Flex Wing Rotary Motor \$21,413; balance from the purchase of two (2) 2019 Nissan Frontier Crew Cab SV 4WD Pick-Up Trucks \$2,475 - **\$23,888.**

9. Public Works Department – Budget Transfer #81

Transfer funds from the FY 2019 Road Program (project 19RD01) to non-capital/operational accounts to fund geotechnical testing required to determine suitability of existing materials – **(\$11,725).**

10. Public Works Department – Budget Transfer #82

Transfer funds from the FY 2019 Road Program (project 19RD01) to non-capital/operational accounts for Road Bond Program legal advertisement expenditures – **(\$1,500).**

11. Growth Management Department – Budget Transfer #83

Funding for vehicle computer desks and tag/tile expenditures for the two (2) 2019 Nissan Frontier Building Inspector vehicles were incorrectly budgeted in capital accounts; transfer funds to non-capital/operational accounts – **(\$832).**

12. Fire Department – Budget Transfer #91

Transfer funds from the Fire Station 5 Rebuild project (18FD01) to non-capital/operational accounts to fund purchases for furnishings of the Fire Station; expenditures do not qualify for capital program – **(\$10,686).**

13. Parks & Recreation Department – Budget Transfer #95

Transfer non-capital funds to the Fred Poppe Regional Park Sewer Conversion project (19PR06) for CAD drafting expenditures not included in the original proposal; funding available from unspent Aquatic Center Temporary Employment Services - **\$1,833.**

14. Fire Department – Budget Transfer #100

A total of \$30,000 was budgeted in the 6401/Machinery & Equipment GL account; attach \$21,682 to the Fire Station Hardening project (19FD01) within the same GL account and transfer the remaining \$8,318 to non-capital funds for Fire Station 1 operational expenditures – **(\$8,318).**

Corrections to Resolution No. 2019-20; Exhibit “A”:

The following corrections have been made to Exhibit “A” within Resolution No. 2019-20; the funding was accurately reflected in the Legislative Memo and accurately recorded within the Accounting System; however, the amounts were transposed within the Exhibit portion of the Resolution:

1. Public Works Department - Funding to use Stormwater Utility Funds for design & construction of several Stormwater Utility Projects; approved by Council 03/07/2019; on Budget Amendment #3 – **\$2,100,000.**

- a. The FY 2019 Amendment was recorded under the Harper Blvd. @ C-18 Culvert project (18SU14)

2. Public Works Department – Additional funding for the Harper Boulevard @ C-18 Culvert Replacement Project (18SU14) due to unexpected costs discovered during the design process; approved by Council 03/07/2019; on Budget Amendment #3 – **\$100,000.**

- a. The FY 2019 Amendment was recorded under the FY 2019 Stormwater Utility Program project (19SU01)

September 19, 2019

Page 7

REQUESTING DEPARTMENTS:

Finance Department, Growth Management Department; Parks & Recreation Department; Police Department; Fire Department; Public Works Department; Utilities Department; and Bayfront Community Redevelopment Agency (BCRA).

RECOMMENDATION:

Motion to adopt, by Resolution, the Fourth Amendment to the FY 2019 Capital Improvements Program.

Attachment: 1) Resolution, Including Exhibit A – Available Upon Request

AC/ab

RESOLUTION 2019-30

A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING RESOLUTION 2018-49, AS AMENDED BY RESOLUTIONS 2018-66, 2019-10 and 2019-20, ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM FOR THE FISCAL YEARS 2018-2019 THROUGH 2022-2023 FOR THE CITY OF PALM BAY; RESCINDING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HERewith; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Bay's Capital Improvements Program, formally known as the Community Investment Program, was adopted by the City Council on September 18, 2018.

WHEREAS, the City of Palm Bay desires to amend the Capital Improvements Program.

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

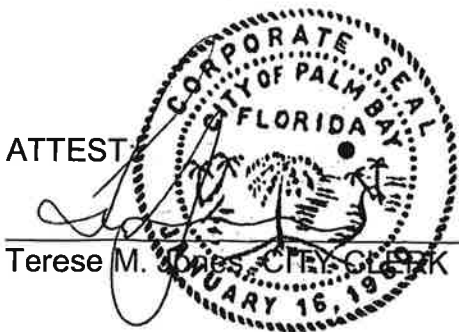
SECTION 1. Resolution 2018-49, as amended by Resolutions 2018-66, 2019-10 and 2019-20, is hereby amended by including additional projects to the Five-Year Community Investment Program for Fiscal Years 2018-2019 through 2022-2023, which are, by reference, incorporated herein as Exhibit "A".

SECTION 2. This resolution shall take effect immediately upon the enactment date.

This Resolution was duly enacted at Meeting 2019-22, of the City Council of the City of Palm Bay, Brevard County, Florida, held on September 19, 2019.

ATTEST

Terese M. Jones, CITY CLERK



William Capote, MAYOR