

Meeting Date
August 8, 2017



AGENDA	
Section	Consent
Item No.	II.D.1

**AGENDA REPORT**  
**BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS**

SUBJECT:	Approval of Budget Change Request(s)
DEPT/OFFICE:	Budget Office

Requested Action:

It is requested that the Board of County Commissioners review and approve the attached Budget Change Request / BCR.

Summary Explanation & Background:

In accordance with the Budget and Financial Policy (BCC-21), the attached budget change request is being submitted for review and approval by the Board of County Commissioners.

BCR. No.	DEPARTMENT	TYPE	DESCRIPTION	TOTAL
20170515	Transit Services	Line Item Transfer*	Bus Shelter Construction	\$0
* Line Item Transfers have a net effect of zero; additional detail is shown in the attached BCR document				

Clerk to the Board instruction: Maintain necessary documents for records retention.

Exhibits Montecito Community Development District 's Proposed Budget

Contract /Agreement (If attached): Reviewed by County Attorney Yes  No  PR

Interim County Manager	Assistant County Manager	Department Director / Extension
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Frank Abbate	Assistant County Manager	Jill Hayes, Director 633-2153 ext. 52857
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Tammy.Rowe@brevardclerk.us

August 9, 2017

MEMORANDUM

TO: Jill Hayes, Budget Director

RE: Item II.D.1. Approval of Budget Change Requests

The Board of County Commissioners, in regular session on August 8, 2017, approved the Budget Change Request. Enclosed is the original BCR.

Your continued cooperation is greatly appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

*Tammy Rowe*

Tammy Rowe, Deputy Clerk

/dt

Encl. (a/s)

cc: Finance



**Budget Change Request (Form BCC-114)  
Brevard County Budget Office**

**FUND:** 4136                      **Department:** TRANSIT SERVICES DEPARTMENT  
**Date:** 07/20/2017              **Program:** TRANSIT CAPITAL  
**Type of Request:** LINE ITEM TRANSFER

**Revenue Change:**

**Expenditure Change:**

OPERATING EXPENSES	(\$339,000)
CAPITAL EXPENDITURES	\$339,000

<b>Total:</b>	\$0	<b>Total:</b>	\$0
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**Justification:**

This Budget Change Request is to transfer funding from Repair and Maintenance to Construction. Space Coast Area Transit has an Interlocal agreement with the City of Titusville to install multiple bus shelters throughout the city. During budget development funding was budgeted in Repair and Maintenance as the shelter locations and costs had not been defined. This funding is available through a Federal Transit Administration grant and there will be no effect on operations as these funds were awarded specifically for the building of bus shelters and not for operating costs. The ownership of the shelters will remain with Space Coast Area Transit, therefore liable for maintenance and insurance for each shelter. Attached is a copy of the Interlocal Agreement approved by the Board of County Commissioners on September 1, 2015, a list of the shelter locations and the cost of work associated with each shelter.

FUND – 4136 Transit Capital

**Alternative:**

If this Budget Change Request is not approved, construction of the bus shelters will not begin and the projects will have to be put on hold.

**SAP Document Number:**

50012657

**Approval:**

KLPETTERS	APPROVED 07/26/2017
JJHAYES	APPROVED 07/26/2017
FBABBATE	APPROVED 07/27/2017

APPROVED IN REGULAR SESSION  
BOARD OF COUNTY COMMISSIONERS

THIS 7 DAY OF August 2017  
 Scott Ellis, Clerk  
 BY: Deborah Howard D.C.

BCR Log No. 20170515