



AGENDA REPORT
May 21, 2019

Budget Change Requests

SUBJECT:

Approval of Budget Change Requests

DEPT/OFFICE:

Budget

REQUESTED ACTION:

It is requested that the Board of County Commission review and approve the attached Budget Change Requests.

SUMMARY EXPLANATION and BACKGROUND:

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

CLERK TO THE BOARD INSTRUCTIONS:

Maintain necessary documents for records retention.

ATTACHMENTS:

- | | Description |
|---|----------------|
| □ | BCRs 5-13-2019 |



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May 22, 2019

MEMORANDUM

TO: Jill Hayes, Budget Director

RE: Item F.27., Approval of Budget Change Requests

The Board of County Commissioners, in regular session on May 21, 2019, approved the Budget Change Requests. Enclosed are original BCRs.

Your continued cooperation is greatly appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

/dt

Encls. (a/s)

cc: Finance



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 1382-800 MHZ Surcharge

Department: Emergency Management Office

Date: 5/13/2019

Program: 800MHZ

Type of Request: Line Item Transfer

Revenue Change:

Expenditure Change:

CIP (\$102,982)

CIP \$102,982

Total: \$0

Total: \$0

Justification:

This budget change request is to realign 800 MHz funds from the Public Safety Backhaul Connectivity Network project to the Rockledge Radio Tower project. In order to properly capture and capitalize expenses associated with the new Rockledge Radio Tower, elements including antennas, cables, and tower top amplifiers which are required for compatibility with the upgraded connectivity project must be categorized with the Rockledge Radio Tower project. Both projects were included in the Adopted FY 2018-2019 Capital Improvement Project budget.

Alternative:

If this budget change request is not approved, the County won't be able to fulfill contractual obligations and the project cannot be completed.

SAP Document Number:

50014067

Approval:

KLPROSSER
CLROLLYSON
JHAYES
MVWALLACE
FBABBATE

Approved
Approved
Approved
Approved
Approved

05/01/2019
05/07/2019
05/09/2019
05/10/2019
05/10/2019

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 21 DAY OF May 2019

Scott Ellis, Clerk

BY: [Signature] D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 0030-Land Development

Department: Planning and Development Department

Date: 5/8/2019

Program: LAND DEVELOPMENT

Type of Request: Line Item Transfer

Revenue Change:

Expenditure Change:

Operating Expenses \$46,428

Reserves-Operating (\$46,428)

Total: \$0

Total: \$0

Justification:

The purpose of this Budget Change Request is to correct a budget error that was made during budget development of the FY 2018-2019 budget, which resulted in the wrong amount being budgeted for indirect costs associated with the space used by the Planning and Development Department in Building A of the Government Center. The effect of this error is that the Operating Budget for Planning and Development is understated by \$46,428 and Operating Reserves are overstated by an equivalent amount. This Budget Change Request corrects this deficiency by increasing budget for Indirect Costs (Rentals and Leases) and balances the budget by reducing Operating Reserves by an equal amount.

Alternative:

If this Budget Change Request is not approved, payment of the Indirect Costs may encumber other operating budget line items that are necessary for the day to day operations of the Planning & Development Department creating budgetary problems down the road.

SAP Document Number:

50014069

Approval:

TCALKINS

Approved

05/01/2019

KNETERER

Approved

05/01/2019

JJHAYES

Approved

05/02/2019

JDENNINGHOFF

Approved

05/02/2019

FBABBATE

Approved

05/02/2019

APPROVED IN REGULAR SESSION BOARD OF COUNTY COMMISSIONERS

THIS 21 DAY OF May 2019

Scott Ellis, Clerk

BY: Deborah H... D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 0001-Genera Revenue Fund - Incorporated

Department: Public Works Department

Date: 4/26/2019

Program: FACILITIES MANAGEMENT

Type of Request: Line Item Transfer

Revenue Change:

Expenditure Change:

CIP (\$325,350)
Operating Expenses \$325,350

Total: \$0 Total: \$0

Justification:

Request reallocation of unused funds to complete critically necessary repairs and deferred maintenance projects totaling \$845,350. Projects include: HVAC component replacement at Moore Justice Center to complete westside of building (\$440,000); BCGC-Viera Building E Sheriff's Office improvements to correct high humidity problem and make general deferred maintenance repairs (\$80,000); BCGC-N carpet replacement in Clerk's cashier office (\$25,000) and replace HVAC fresh-air ductwork (\$30,000); BCDC boiler (\$22,000), main waste auger replacement (\$20,000), and protective stair finish (\$15,000); repair potholes at Melbourne Courthouse (\$22,000); BCGC-Viera Board Room carpet replacement and renovations (\$43,000 and \$53,000 respectively); CSC-Melbourne building A HVAC replacement (\$50,000); and BCGC-Viera elevator repairs (\$43,350). Funds totaling \$845,350 are unused balances remaining after three projects were completed under budget: Brevard County Detention Center Security Door Access Controls project (\$694,430); County Service Complex Palm Bay parking lot paving project (\$94,590); and Agriculture Center Liftstation project (\$6,330).

Alternative:

If this budget change request is not approved Facilities' long-deferred maintenance list will continue to grow, furthering the degradation of the County's building's systems.

SAP Document Number:

50014047

Approval:

LXROAN Approved 04/19/2019
TMTHOMAS Approved 04/22/2019
CKGUMM Approved 04/22/2019
KAWALL Approved 04/24/2019
JJHAYES Approved 04/25/2019
JDENNINGHOFF Approved 04/25/2019
FBABBATE Approved 04/26/2019

APPROVED IN REGULAR SESSION BOARD OF COUNTY COMMISSIONERS

THIS 21 DAY OF May 2019

Scott Ellis, Clerk BY: Deborah Humphreys D.C.