



AGENDA REPORT
May 7, 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 |
|---|------------------------|
| ▫ | Budget Change Requests |



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

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May 8, 2019

M E M O R A N D U M

TO: Jill Hayes, Budget Director

RE: Item F.19., Approval of Budget Change Requests

The Board of County Commissioners, in regular session on May 7, 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: 1320-Correctional Impact Fee

Department: Planning and Development Department

Date: 4/18/2019

Program: CORRECTIONAL IMPACT FEES

Type of Request: Line Item Transfer

Revenue Change:

Expenditure Change:

Operating Expenses \$1,000

Reserves - Capital (\$1,000)

Total: \$0

Total: \$0

Justification:

Banana Riverfront, LLC paid correctional impact fees due for the Squid Lips Deck Addition project in the fiscal year ending September 30, 2018. It demolished an unused structure on the property necessitating a reduction in the correctional impact fee payment that was due on the project. As a result of the demolition, the refund of the impact fees was not processed until the following fiscal year, and therefore must be posted as a prior year refund. Budget Authority to process prior year refunds up to \$360 was included in the adopted Fiscal Year 2018/19 budget, however, this amount is not sufficient to fully pay the refund due to Banana Riverfront, LLC. This budget change will increase the budget authority for prior year refunds by \$1,000 and balance the budget change by reducing capital reserves by the same amount.

Alternative:

If this budget change is not approved, it will not be possible to fully refund the fire/rescue impact fee overpayment by Banana Riverfront, LLC.

SAP Document Number:

50014041

Approval:

TCALKINS

Approved

04/10/2019

KNETERER

Approved

04/11/2019

JJHAYES

Approved

04/16/2019

JDENNINGHOFF

Approved

04/16/2019

FBABBATE

Approved

04/17/2019

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 7 DAY OF May 2019

Scott Ellis, Clerk

BY: Deborah Hume



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 1330-Emergency Svcs Imp Fee ML

Department: Planning and Development Department

Date: 4/18/2019

Program: EMERGENCY MEDICAL SERVICES IMPACT FEES

Type of Request: Line Item Transfer

Revenue Change:

Expenditure Change:

Operating Expenses \$1,000

Reserves - Capital (\$1,000)

Total: \$0

Total: \$0

Justification:

Banana Riverfront, LLC paid emergency medical services impact fees due for the Squid Lips Deck Addition project in the fiscal year ending September 30, 2018. It demolished an unused structure on the property necessitating a reduction in the emergency medical services impact fee payment that was due on the project. As a result of the demolition, the refund of the impact fees was not processed until the following fiscal year, and therefore must be posted as a prior year refund. Budget Authority to process prior year refunds up to \$195 was included in the adopted Fiscal Year 2018/19 budget, however, this amount is not sufficient to fully pay the refund due to Banana Riverfront, LLC. This budget change will increase the budget authority for prior year refunds by \$1,000 and balance the budget change by reducing capital reserves by the same amount.

Alternative:

If this budget change is not approved, it will not be possible to fully refund the fire/rescue impact fee overpayment by Banana Riverfront, LLC.

SAP Document Number:

50014042

Approval:

TCALKINS

Approved

04/10/2019

KNETERER

Approved

04/11/2019

JJHAYES

Approved

04/16/2019

JDENNINGHOFF

Approved

04/16/2019

FBABBATE

Approved

04/17/2019

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 17 DAY OF May 2019

Scott Ellis, Clerk

BY: *[Signature]* D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 1310-Fire/Rescue Imp Fee

Department: Planning and Development Department

Date: 4/18/2019

Program: FIRE RESCUE IMPACT FEES

Type of Request: Line Item Transfer

Revenue Change:

Expenditure Change:

Operating Expenses	\$1,000
Reserves - Capital	(\$1,000)

Total: \$0

Total: \$0

Justification:

Banana Riverfront, LLC paid fire/rescue impact fees due for the Squid Lips Deck Addition project in the fiscal year ending September 30, 2018. It demolished an unused structure on the property necessitating a reduction in the fire/rescue impact fee payment that was due on the project. As a result of the demolition, the refund of the impact fees was not processed until the following fiscal year, and therefore must be posted as a prior year refund. Budget Authority to process prior year refunds up to \$275 was included in the adopted Fiscal Year 2018/19 budget, however, this amount is not sufficient to fully pay the refund due to Banana Riverfront, LLC. This budget change will increase the budget authority for prior year refunds by \$1,000 and balance the budget change by

reducing capital reserves by the same amount.

Alternative:

If this budget change is not approved, it will not be possible to fully refund the fire/rescue impact fee overpayment by Banana Riverfront, LLC.

SAP Document Number:

50014040

Approval:

TCALKINS

Approved

04/10/2019

KNETERER

Approved

04/11/2019

JJHAYES

Approved

04/16/2019

JDENNINGHOFF

Approved

04/16/2019

FBABBATE

Approved

04/17/2019

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 7 DAY OF May 2019

Scott Ellis, Clerk

BY: Deborah H. Ellis D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 1209-Transportation Impact Fees District 9

Department: Planning and Development Department

Date: 4/23/2019

Program: TRANSPORTATION IMPACT FEES

Type of Request: Line Item Transfer

Revenue Change:

Expenditure Change:

Operating Expenses

\$5,000

Reserves - Capital

(\$5,000)

Total:

\$0

Total:

\$0

Justification:

Banana Riverfront, LLC paid transportation impact fees due for the Squid Lips Deck Addition project in the fiscal year ending September 30, 2018. It demolished an unused structure on the property necessitating a reduction in the transportation impact fee payment that was due on the project. Because the refund of the transportation impact fees was not processed until the following fiscal year due to the demolition, it must be posted as a prior year refund. Budget authority to process prior year refunds up to \$21,765 was included in the adopted Fiscal Year 2018/19 budget, this amount is not sufficient to fully pay the refund due to Banana Riverfront, LLC. This budget change will increase the budget authority for prior year refunds by \$5,000 and balance the budget change by reducing capital reserves by the same amount.

Alternative:

If this budget change is not approved, it will not be possible to fully refund the transportation impact fee overpayment by Banana Riverfront, LLC.

SAP Document Number:

50014039

Approval:

TCALKINS

Approved

04/18/2019

KNETERER

Approved

04/18/2019

JJHAYES

Approved

04/18/2019

JDENNINGHOFF

Approved

04/19/2019

FBABBATE

Approved

04/22/2019

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 7 DAY OF May 2019

Scott Ellis, Clerk

BY: Deborah H. Ellis, D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 1442-Tourism - Beach Improvements

Department: Tourism Development Office

Date: 4/23/2019

Program: TOURISM DEVELOPMENT

Type of Request: Line Item Transfer

Revenue Change:

Expenditure Change:

Operating Expenses

(\$49,711)

Compensation and Benefits

\$49,711

Total:

\$0

Total:

\$0

Justification:

This budget change request decreases the budget for Contracted Services within the Beach Improvement Cost Center, and establishes the budget for the Lori Wilson Park Maintenance Memorandum of Understanding between Parks & Recreation and the Tourism Development Office (TDO). On August 22, 2017, the Board of County Commissioners approved the Brevard County Beachfront Parks Enterprise Plan, assigned oversight of the Parks Department operation and maintenance for Lori Wilson Park to the TDO, and authorized TDO to create a special revenue account for Lori Wilson Park. This budget change request establishes the Compensation and Benefits for two Parks Maintenance Technicians, and the partial cost of a Parks Repair Technician and a Parks Supervisor I. It also establishes the budget for Contracted Services and Repair Costs associated with this maintenance agreement.

Alternative:

If this budget change request is not approved, the budget will not be established for the Parks maintenance of Lori Wilson Park.

SAP Document Number:

50014043

Approval:

JJHAYES

JPLIESENFELT

FBABBATE

Approved

Approved

Approved

04/16/2019

04/18/2019

04/22/2019

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 7 DAY OF may 2019

Scott Ellis, Clerk

BY: Deborah H. Ellis