



# Agenda Report

2725 Judge Fran Jamieson  
Way  
Viera, FL 32940

## Consent

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F.14.

10/12/2021

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**Subject:**

Approval, Re: Budget Change Requests

**Fiscal Impact:****Dept/Office:**

Budget

**Requested Action:**

It is requested that the Board of County Commissioners reviews and approves the attached Budget Change Requests.

**Summary Explanation and Background:**

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

**Clerk to the Board Instructions:**

Maintain necessary documents for records retention.



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

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Kimberly.Powell@brevardclerk.us

October 13, 2021

**M E M O R A N D U M**

**TO:** Jill Hayes, Budget Office Director

**RE:** Item F.14., Approval of Budget Change Requests

The Board of County Commissioners, in regular session on October 12, 2021, approved Budget Change Requests.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
RACHEL M. SADOFF, CLERK

A handwritten signature in cursive script, reading "Kimberly Powell", is written over the typed name and title.

Kimberly Powell, Clerk to the Board

dt/

Encl. (1)

**Budget Change Request (Form BCC-114)****Brevard County Budget Office****Fund:** 1200-Impact Fee Administration**Department:** Planning and Development Department**Date:** 10/1/2021**Program:** CENTRAL CASHIER**Type of Request:** Line Item Transfer**Revenue Change:****Expenditure Change:**

Reserves-Operating (\$10,235)

Operating Expenses \$10,235

**Total:** \$0**Total:** \$0**Justification:**

The purpose of this Budget Change Request is to allocate additional funding for Central Cashier Other Current Charges due to underestimating the number of transactions processed for Impact Fee Administration. When the Fiscal Year 2020-2021 budget was developed, the number of transactions processed was estimated to determine the level of financial support that would be needed for the Central Cashier. Current transactions processed have exceeded the amount that was originally estimated resulting in the need for additional financial support for the Central Cashier's Office. Available funds in Reserves will be shifted to Other Current Charges to provide enough funding to support the increased number of transactions processed by the Central Cashier's Office.

**Alternative:**

If this Budget Request is not approved, there will be insufficient funding available for the 4th quarter Central Cashier support.

**SAP Document Number:**

50015420

**Approval:**

TCALKINS

Approved

09/17/2021

KNETERER

Approved

09/20/2021

JJHAYES

Approved

09/23/2021

JDENNINGHOFF

Approved

09/23/2021

FBABBATE

Approved

10/01/2021

APPROVED IN REGULAR SESSION  
BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF October 2021

Rachel Sadoff, Clerk

BY: D. [Signature] D.C.

**Budget Change Request (Form BCC-114)****Brevard County Budget Office****Fund:** 1416-Inmate Commissary/Welfare**Department:** Sheriff for BCRA use only**Date:** 10/1/2021**Program:** SHERIFFS OFFICE**Type of Request:** Amendment**Revenue Change:**

Miscellaneous

Statutory Reduction

**Expenditure Change:**

\$63,158 Compensation and Benefits

\$15,000

(\$3,158) Operating Expenses

\$114,000

Capital Outlay

(\$69,000)

**Total:** \$60,000**Total:** \$60,000**Justification:**

This budget change request recognizes additional revenues generated from commissary purchases for improvements to the Paws and Stripes Program approved by the Inmate Welfare Committee on April 6, 2021.

**Alternative:**

If this budget change request is not approved, the County and Sheriff's Office records will not match.

**SAP Document Number:**

50015414

**Approval:**

JJHAYES

FBABBATE

Approved

Approved

09/23/2021

10/01/2021

APPROVED IN REGULAR SESSION  
BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF OCTOBER 2021

Rachel Sadoff, Clerk

BY: [Signature] D.C.