



AGENDA REPORT
November 13, 2018

Budget Change Requests

SUBJECT:

Approval of Budget Change Requests

DEPT/OFFICE:

Budget

REQUESTED ACTION:

It is requested that the Board of County Commissioners review and approve 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 approval by the Board of County Commissioners.

CLERK TO THE BOARD INSTRUCTIONS:

Maintain necessary documents for records retention.

ATTACHMENTS:

Description

- **Budget Change Requests 11-13-18**



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

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

November 14, 2018

MEMORANDUM

TO: Jill Hayes, Budget Director

RE: Item F.17., Approval of Budget Change Requests

The Board of County Commissioners, in regular session on November 13, 2018, 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: 0005-Emergency Management Office

Department: Emergency Management Office

Date: 10/30/2018

Program: EMERGENCY MANAGEMENT OPERATIONS

Type of Request: Amendment

Revenue Change:

Miscellaneous

Statutory Reduction

Expenditure Change:

\$23,495 Operating Expenses

(\$1,174) Capital Outlay

\$7,321

\$15,000

Total: \$22,321

Total: \$22,321

Justification:

This budget change request is to recognize additional grant revenue associated with Radiological Emergency Preparedness. Negotiations with Florida Power & Light resulted in the increase of the funds received for the Radiological Emergency Preparedness program. This increase will allow for the purchase of a Portal Monitor to detect radiation in the event of a radiological emergency.

Alternative:

If this budget change request is not approved, revenue will not be recorded and allocated correctly

SAP Document Number:

50013668

Approval:

KLPROSSER
CLROLLYSON
JJHAYES
MVWALLACE
FBABBATE

Approved
Approved
Approved
Approved
Approved

10/29/2018
10/29/2018
10/29/2018
10/29/2018
10/29/2018

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF November 2018

Scott Ellis, Clerk

BY: [Signature] D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 1700-Governmental Grants

Department: Emergency Management Office

Date: 10/30/2018

Program: EMERGENCY MANAGEMENT OPERATIONS

Type of Request: Amendment

Revenue Change:

Intergovernmental

Statutory Reduction

Expenditure Change:

\$10,526 Operating Expenses

(\$526)

\$10,000

Total: \$10,000

Total: \$10,000

Justification:

This budget change request is to recognize additional revenue associated with the FY 2018-2019 Emergency Management Preparedness and Assistance Grant (EMAP). The FY 2018-2019 EMAP grant includes an Emergency Management Accreditation Program incentive, which was added to the total awarded amount of the grant. This resulted in an increase of \$10,000, making the adjusted grant amount \$115,806. These additional funds are being appropriated to Operating Supplies.

Alternative:

If this budget change request is not approved, revenue will not be recorded and allocated correctly

SAP Document Number:

50013669

Approval:

KLPROSSER

CLROLLYSON

JJHAYES

MVWALLACE

FBABBATE

Approved

Approved

Approved

Approved

Approved

10/29/2018

10/29/2018

10/29/2018

10/29/2018

10/29/2018

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS B DAY OF November 2018

Scott Ellis, Clerk

BY: Deborah Williams D.C.



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

Fund: 1700-Governmental Grants

Department: Emergency Management Office

Date: 10/30/2018

Program: EMERGENCY MANAGEMENT OPERATIONS

Type of Request: Amendment

Revenue Change:

Intergovernmental
 Statutory Reduction

Expenditure Change:

\$1,253	Operating Expenses	\$1,191
(\$62)		

Total:	\$1,191	Total:	\$1,191
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Justification:

This budget change request is to recognize additional grant revenue associated with the FY 2018-2019 Emergency Management Preparedness Grant (EMPG), which received an unexpected increase of \$1,191 for an adjusted grant amount of \$147,048. The additional funds are being appropriated to Operating Supplies.

Alternative:

If this budget change request is not approved, revenue will not be recorded and allocated correctly

SAP Document Number:
50013670

Approval:

KLPROSSER	Approved	10/29/2018
CLROLLYSON	Approved	10/29/2018
JJHAYES	Approved	10/29/2018
MVWALLACE	Approved	10/29/2018
FBABBATE	Approved	10/29/2018

APPROVED IN REGULAR SESSION
 BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF November, 2018

Scott Ellis, Clerk

BY: Deborah Hunter D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 1019-Parks South Area Operations

Department: Parks and Recreation Department

Date: 10/30/2018

Program: SOUTH AREA PARK OPERATIONS

Type of Request: Line Item Transfer

Revenue Change:

Expenditure Change:

Operating Expenses	(\$110,000)
CIP	\$110,000

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

This budget change request is to establish funding for the Rotary Park Suntime dock and pavilion replacement. The dock and pavilion were damaged as a result of Hurricane Irma. This project was originally budgeted as a repair, however, due to the extensive damage to the dock and the pilings supporting the structure, it is necessary transfer funds from Operating to Capital and categorizing this as a CIP project.

Alternative:

If this budget change request is not approved, funding for this project will not be accurately stated and the improvements will not be captured by Asset Management for purpose of depreciation and insurance.

SAP Document Number:

50013655

Approval:

LXWOJCIECHOW	Approved	10/24/2018
MEDONNER	Approved	10/25/2018
CLROLLYSON	Approved	10/25/2018
JHAYES	Approved	10/25/2018
JPLIESENFELT	Approved	10/30/2018
FBABBATE	Approved	10/30/2018

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF November 2018

Scott Ellis, Clerk

BY: Deborah Thomas D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 1135-Road & Bridge MSTU - District 5

Department: Public Works Department

Date: 10/29/2018

Program: R&B DISTRICT 5 MSTU

Type of Request: Line Item Transfer

Revenue Change:

Expenditure Change:

Operating Expenses (\$311,775)

CIP \$311,775

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

Justification:

This Budget Change Request is for District 5 Municipal Service Tax Unit (MSTU). This line item transfer is to realign funds from Repair and Maintenance to Capital Expenses for the Malabar Road Box Culvert project. This project has been identified as a priority project within the District 5 MSTU. This BCR will align funds from Operating to Capital in accordance with Generally Accepted Accounting Principles, which will ensure accurate project tracking and capitalization. A budget change request was previously approved by the Board for FY 2017-2018 on July 10, 2018.

Alternative:

Without this budget change request, this project will not be categorized as per Brevard County Capital Improvement Plan procedures.

SAP Document Number:

50013590

Approval:

LXROAN	Approved	10/05/2018
TMTHOMAS	Approved	10/05/2018
KAWALL	Approved	10/05/2018
JHAYES	Approved	10/08/2018
JDENNINGHOFF	Approved	10/08/2018
FBABBATE	Approved	10/08/2018

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF November 2018

Scott Ellis, Clerk

BY: Deborah Thomas D.C.



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

Fund: 4250-Water Resources/Barefoot Bay Utilities

Department: Utility Services Department

Date: 11/1/2018

Program: BAREFOOT BAY WATER AND WASTEWATER

Type of Request: Amendment

Revenue Change:

Intergovernmental

Statutory Reduction

Expenditure Change:

\$45,150 Operating Expenses

(\$2,150)

\$43,000

Total: \$43,000

Total: \$43,000

Justification:

This budget change request is to establish budget for the Barefoot Bay Wastewater Department of Environmental Protection Grant for the Sand and Grit Removal Project. Removing the sand and grit at the plant will restore capacity of the system and also improve treatment and increase the plant's efficiency. There are no matching funds required. The grant was executed on August 15, 2018 and expires on July 31, 2019.

Alternative:

If this Budget Change Request is not approved funds will not be available to complete the Barefoot Bay Sand and Grit Project.

SAP Document Number:

50013662

Approval:

ESWANKE

JEHELMER

CLROLLYSON

JJHAYES

JDENNINGHOFF

FBABBATE

Approved

Approved

Approved

Approved

Approved

Approved

10/26/2018

10/29/2018

10/30/2018

10/31/2018

10/31/2018

10/31/2018

APPROVED IN REGULAR SESSION
 BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF November 2018

Scott Ellis, Clerk

BY: Deborah Thomas D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 4150-Water Resources O&M

Department: Utility Services Department

Date: 11/1/2018

Program: COUNTY WATER AND WASTEWATER

Type of Request: Amendment

Revenue Change:

Expenditure Change:

Transfers - Other

(\$513,504) Reserves-Operating

(\$513,504)

Total: (\$513,504)

Total: (\$513,504)

Justification:

This budget change request will transfer Reserve funds to re-establish the budget for the Mims water treatment plant SCADA upgrades, and to increase the Fiscal Year 2019 budget for Mims VFD's and PLC's on High Service Pumps Replacement, Mims C02 Tank Replacement, South Beach S12 Force Main Replacement and the South Beach Mechanical Bar Screen Replacement. These projects were approved by the Board of County Commissioners in Fiscal Year 2018 and carried forward to Fiscal Year 2019.

Alternative:

If this Budget Change Request is not approved funds will not be available to complete projects in Fiscal Year 2019.

SAP Document Number:

50013663

Approval:

ESWANKE	Approved	10/26/2018
JEHELMER	Approved	10/29/2018
CLROLLYSON	Approved	10/30/2018
JJHAYES	Approved	10/31/2018
JDENNINGHOFF	Approved	11/01/2018
FBABBATE	Approved	11/01/2018

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF November 2018

Scott Ellis, Clerk

BY: Debrah Thomas D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 4153-Water Res Capital Improvement Program

Department: Utility Services Department

Date: 11/1/2018

Program: COUNTY CAPITAL

Type of Request: Amendment

Revenue Change:

Expenditure Change:

Transfers - Other

\$513,504 CIP

\$513,504

Total: \$513,504

Total: \$513,504

Justification:

This budget change request will transfer Reserves into projects for Fiscal Year 2019 expenses. The funds are needed for several projects that were not completed in Fiscal Year 2018. These projects are for the Mims water treatment plant SCADA upgrades, Mims VFD's and PLC's on High Service Pumps Replacement, Mims C02 Tank Replacement, South Beach S12 Force Main Replacement and the South

Beach Mechanical Bar Screen Replacement. These projects were approved by the Board of County Commissioners in Fiscal Year 2018 and will not be completed until Fiscal Year 2019.

Alternative:

If this Budget Change Request is not approved funds will not be available to complete projects in Fiscal Year 2019.

SAP Document Number:

50013672

Approval:

JEHELMER

Approved

10/31/2018

CLROLLYSON

Approved

10/31/2018

JJHAYES

Approved

10/31/2018

JDENNINGHOFF

Approved

11/01/2018

FBABBATE

Approved

11/01/2018

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF November, 2018

Scott Ellis, Clerk

BY: Deborah A. Perry B.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 4250-Water Resources/Barefoot Bay Utilities

Department: Utility Services Department

Date: 11/1/2018

Program: BAREFOOT BAY WATER AND WASTEWATER

Type of Request: Amendment

Revenue Change:

Transfers - Other

Expenditure Change:

(\$582,389) Reserves - Capital

(\$553,952)

Reserves-Operating

(\$28,437)

Total: (\$582,389)

Total: (\$582,389)

Justification:

This budget change request is to transfer Reserve funds to increase the budget for the Barefoot Bay X15 Lift Station Rehabilitation and the Barefoot Bay Air Piping Modification and Relocation of Blowers. These projects were approved by the Board of County Commissioners in Fiscal Year 2018 and carried forward in the budget in Fiscal Year 2019.

Alternative:

If this Budget Change Request is not approved funds will not be available to complete projects in Fiscal Year 2019.

SAP Document Number:

50013667

Approval:

ESWANKE

Approved

10/26/2018

JEHELMER

Approved

10/29/2018

CLROLLYSON

Approved

10/30/2018

JHAYES

Approved

10/31/2018

JDENNINGHOFF

Approved

11/01/2018

FBABBATE

Approved

11/01/2018

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF November 2018

Scott Ellis, Clerk

BY: Deborah Thomas D.C.



Budget Change Request (Form BCC-114)

Brevard County Budget Office

Fund: 4254-Barefoot Bay Construction Fund

Department: Utility Services Department

Date: 11/1/2018

Program: BAREFOOT BAY WATER AND WASTEWATER

Type of Request: Amendment

Revenue Change:

Expenditure Change:

Transfers - Other

\$582,389 CIP

\$582,389

Total: \$582,389

Total: \$582,389

Justification:

This budget change request is to move Capital Reserves into projects for Fiscal Year 2019 expenses. The funds are for projects that were not as completed as anticipated in Fiscal Year 2018. These projects are for the Barefoot Bay X15 Lift Station Rehabilitation and the Barefoot Bay Air Piping Modification and Relocation of Blowers. These projects were approved by the Board of County Commissioners in Fiscal Year 2018 and carried forward in the budget in Fiscal Year 2019.

Alternative:

If this Budget Change Request is not approved funds will not be available to complete projects in Fiscal Year 2019.

SAP Document Number:

50013665

Approval:

ESWANKE	Approved	10/26/2018
JEHELMER	Approved	10/29/2018
CLROLLYSON	Approved	10/30/2018
JHAYES	Approved	10/31/2018
JDENNINGHOFF	Approved	10/31/2018
FBABBATE	Approved	11/01/2018

APPROVED IN REGULAR SESSION
BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF November 2018

Scott Ellis, Clerk

BY: Deborah Thomas D.C.



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

Fund: 1700-Governmental Grants

Department: Valkaria Airport Office

Date: 11/1/2018

Program: VALKARIA AIRPORT

Type of Request: Amendment

Revenue Change:

Expenditure Change:

Intergovernmental

\$1,103,935 CIP

\$1,048,738

Statutory Reduction

(\$55,197)

Total: \$1,048,738

Total: \$1,048,738

Justification:

The purpose of this Budget Change Request is to re-establish budget and anticipated grant revenue for the Valkaria Airport Runway Rehabilitation Capital Improvement Project in FY 2018-2019. During budget development, completion of this project was expected to occur in FY 2017-2018, however, this project now needs to be carried forward into FY 2018-2019. This project received Board Approval on September 19, 2017.

Alternative:

If this Budget Change Request is not approved, there will be insufficient budget available to Valkaria Airport to complete the Runway Rehabilitation Capital Improvement Project in FY 2018-2019.

SAP Document Number:

50013682

Approval:

JJHAYES

Approved

10/31/2018

JDENNINGHOFF

Approved

10/31/2018

FBABBATE

Approved

11/01/2018

APPROVED IN REGULAR SESSION
 BOARD OF COUNTY COMMISSIONERS

THIS 13 DAY OF November 2018

Scott Ellis, Clerk

BY: Deborah Thomas D.C.