



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Suzanne Sherman, City Manager

THRU: Larry Wojciechowski, Finance Director

DATE: April 18, 2024

RE: Ordinance 2024-18, amending the Fiscal Year 2023-2024 budget by appropriating and allocating certain monies (second budget amendment); final reading.

SUMMARY:

A public hearing is to be held on the above subject ordinance and the caption read for the second and final time at tonight's Council meeting.

Summary of the proposed budget amendment:

General Fund (001)

Expenditures – Total \$213,054

- Reallocate capital savings previously approved for P25-compliant radio (\$109,826) and Airpacks/Bottles (\$97,104) towards the purchase of fire safety equipment, fire station furniture, fire safety training, and books and subscriptions \$206,930; approved by City Council 12/21/2023 – \$0.
- Appropriate additional funding to the Security Camera/Access project (24IT05) to replace the access control and intercom system at the City Hall Campus and Fire Headquarters; approved by City Council 12/21/2023 – \$53,600.
- Appropriate funding for emergency shoreline damages/repairs at Castaways Park; approved by City Council 12/21/2023 – \$19,611.
- Appropriate funding to change the part-time Parks & Facilities Department Secretary position to full-time; approved by City Council 01/04/2024 – \$34,333.
- Appropriate additional funding for mental health services for Police Department personnel; approved by City Council 02/01/2024 - \$60,000.

- Appropriate funding to change the Police Department part-time Administrative Secretary position to a full-time Administrative Assistant position; approved by City Council 01/18/2024 – \$26,876.
- Appropriate funding to purchase software updates and replacements of obsolete data collectors for the Public Works Department Survey Team; approved by City Council 01/18/2024 – \$18,634.

SHIP Fund (111)

Expenditures – Total \$141,457

- Appropriate additional funding to the following SHIP projects according to the current 2023-2026 Local Housing Assistance Plan (LHAP); approved by City Council 04/20/2023 - \$141,457.
 - Di Lusrto 982 Brickell SE (22CD28) - \$36,457
 - SHIP-Rehab-Owner Occupied (22CD35) - \$15,000
 - 561 Carol Drive NE (22CD41) - \$15,000
 - 525 Dewitt Ave NE (22CD44) – \$15,000
 - 1079 Hooper Ave NE (23CD03) - \$15,000
 - 1678 Uniontown St SE (23CD04) - \$15,000
 - 3081 Dairy Terrace, NE (23CD05) – \$15,000
 - 594 June Ave, NE (23CD06) - \$15,000

CDBG Program Fund (112)

Expenditures – Total (\$518,640)

- Close the Palm Bay Senior Center project (20CD01) – (\$73,847).
- Close the Public Works Drainage project (22CD01) – (\$444,793).

Bayfront Community Redevelopment Fund (181)

Revenues – Total \$7,117

- Record additional revenue of \$7,117 – Brevard County portion of the FY 2024 Tax Increment revenues of \$807,117 exceeds the approved budget of \$800,000 – \$7,117.

Police Impact Fee Fund – Nexus 32907 (183)

Expenditures – Total \$13,000

- Open and fund the Police Department Administrative Office Additions project (24PD09); approved by City Council 12/21/2023 – \$13,000.

Parks Impact Fee Fund – Nexus 32905 (191)

Expenditures – Total \$300,000

- Open and fund the Turkey Creek Sanctuary (TCS) CXT Bathroom project (24PK03); approved by City Council 12/21/2023 – \$300,000.

Parks Impact Fee Fund – Nexus 32907 (192)

Expenditures – Total \$495,073

- Open and fund the Fred Poppe Regional Park (FPRP) Electrical Infrastructure project (24PK29); approved by City Council 12/21/2023 – \$277,525.
- Open and fund the Fred Poppe Regional Park (FPRP) Bridge project (24PK30); approved by City Council 12/21/2023 – \$217,548.

Parks Impact Fee Fund – Nexus 32908 (193)

Expenditures – Total \$217,548

- Open and fund the Fred Poppe Regional Park (FPRP) Bridge project (24PK30); approved by City Council 12/21/2023 – \$217,548.

Transportation Impact Fees-Nexus 32907 Fund (197)

Expenditures – Total \$875,476

- Appropriate additional funding to complete the Malabar Road PD&E Study project (20PW01); approved by Council 02/01/2024 – \$6,976.
- Open and fund the St. John's Heritage Parkway (SJHP) Malabar Widening project (24PW03); approved by City Council 12/21/2023 – \$868,500.

Transportation Impact Fees-Nexus 32908 Fund (198)

Expenditures – Total \$875,476

- Appropriate additional funding to complete the Malabar Road PD&E Study project (20PW01); approved by Council 02/01/2024 – \$6,976.
- Open and fund the St. John's Heritage Parkway (SJHP) Malabar Widening project (24PW03); approved by City Council 12/21/2023 – \$868,500.

'13 TSO Refunding Bond Fund (221)

Expenditures – Total \$0

- Budget Mid-year True-Ups (Account Correction) – Transfers Paying Agent Fees from Activity Code 517 (\$325) to Activity Code 513 \$325 – \$0.

'15 Sales Tax Refunding Bond Fund (224)

Expenditures – Total \$0

- Budget Mid-year True-Ups (Account Correction) – Transfers Paying Agent Fees from Activity Code 517 (\$325) to Activity Code 513 \$325 – \$0.

'19 General Obligation Bond (228)

Revenue – Total \$1,830,007

- Transfer from the 2023 G.O. Road Bond Fund (312) for the 07/01/2024 debt service interest payment - \$1,830,007.

Expenditures – Total \$1,830,907

- Budget Mid-year True-Ups (Account Correction) – Transfers Paying Agent Fees from Activity Code 517 (\$300) to Activity Code 513 \$300 – \$0.
- Appropriate funding for the 07/01/2024 debt service interest payment - \$1,830,007.
- Appropriate funding for Paying Agent Fees - \$900.

'19 Tax Special Obligation Refinancing Bonds Fund (229)

Expenditures – Total \$0

- Budget Mid-year True-Ups (Account Correction) – Transfers Paying Agent Fees from Activity Code 517 (\$330) to Activity Code 513 \$330 – \$0.

'21 General Obligation Bonds Fund (231)

Expenditures – Total \$0

- Budget Mid-year True-Ups (Account Correction) – Transfers Paying Agent Fees from Activity Code 517 (\$330) to Activity Code 513 \$330 – \$0.

Community Investment Fund (301)

Revenues – Total \$2,573,419

- Record the Hazard Mitigation Grant Program (HMGP) award dedicated to the Police Roof Replacement & Shutter Installation project (20PD01); approved by City Council 12/21/2023 - \$673,419.

- Record the Brevard County Tourist Development Council (TDC) grant \$250,000 and the Florida Department of Law Enforcement (FDLE) grant \$150,000 dedicated to additional funding of the Sacrifice Parks project (24PK31) - \$400,000.
- Record the Florida Department of Transportation (FDOT) grant dedicated to funding the St. John's Heritage Parkway (SJHP) Malabar Widening project (24PW03) – \$1,500,000.

Expenditures – Total \$2,573,419

- Appropriate the Hazard Mitigation Grant Program funding to the Police Roof Replacement & Shutter Installation project (20PD01); approved by City Council 12/21/2023 – \$673,419.
- Appropriate TDC and FDLE grant awards to the Sacrifice Park project (24PK31) - \$400,000.
- Open and fund the St. John's Heritage Parkway (SJHP) Malabar Widening project (24PW03); approved by City Council 12/21/2023 – \$1,500,000.

2019 G.O. Road Bond Fund (309)

Expenditures – Total \$180,000

- Appropriate additional funding to complete the Unit 38 Road Paving project (21GO09) \$50,000 and Unit 40 Road Paving project (21GO11) \$130,000 – \$180,000.

2023 G.O. Road Bond Fund (312)

Expenditures – Total \$1,830,007

- Transfer to the 2019 General Obligation Bond Fund (228) for the 07/01/2024 debt service interest payment - \$1,830,007.

Utilities Operating Fund (421)

Expenditures – Total \$356,380

- Appropriate funding to purchase four (4) additional portable pumps \$306,380, and rental costs for four (4) temporary emergency portable pumps \$50,000; approved by City Council 02/01/2024 - \$356,380.

Utilities Renewal & Replacement Fund (424)

Expenditures – Total \$688,421

- Appropriate additional funding to the Lift Station #1 project (17WS23); approved by City Council 02/01/2024 - \$688,421.

Stormwater Utility Fund (461)

Expenditures – Total (\$94,686)

- Open and fund the Yukon St. @ C-50 Pipe Replacement project (24SU09); approved by City Council 01/04/2024 – \$100,000.
- Appropriate funding for one (1) NPDES Coordinator full-time position; approved by City Council 01/04/2024 – \$55,314.
- Close the Public Works Drainage project (22CD01) – (\$250,000).

REQUESTING DEPARTMENTS:

Finance

FISCAL IMPACT:

Please refer to Exhibit A for Fiscal Impact.

STAFF RECOMMENDATION:

Motion to adopt, by Ordinance, the FY 2024 Second Budget Amendment.

ATTACHMENTS:

1. Exhibit A - FY 24 BA #2 Appropriations
2. Ordinance 2024-18