



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Suzanne Sherman, City Manager

THRU: Larry Wojciechowski, Finance Director

DATE: April 4, 2024

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

SUMMARY:

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.

Honorable Mayor and Members of the City Council

Legislative Memorandum

Page | 6

- 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