

COUNCIL ITEM 8H
DATE 5/28/13

COUNCIL ITEM 10G
DATE 5/13/13

ORDINANCE 13-30

AN ORDINANCE AMENDING THE 2012-13 BUDGET OF THE CITY OF PORT ST. LUCIE, FLORIDA, BY INSERTING THEREIN A SCHEDULE CONSISTING OF 6 PAGES, ATTACHED HERETO AND DESIGNATED AS 2012-13 BUDGET AMENDMENT NO. 2. THE SAID SCHEDULE PROVIDES FOR AN INCREASE AND/OR DECREASE IN APPROPRIATIONS IN THE VARIOUS LINE ITEMS; PROVIDING AN EFFECTIVE DATE.

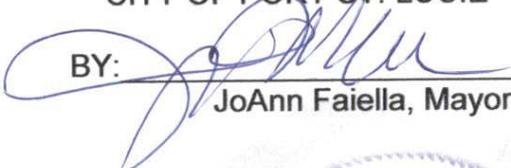
THE CITY OF PORT ST. LUCIE HEREBY ORDAINS:

Section 1. The budget of the City of Port St. Lucie, Florida, for the year 2012-13 be amended by increasing and/or decreasing various line items as set out in the schedule attached hereto consisting of 6 pages and made a part hereto and designated as 2012-13 Budget Amendment #2 and that the City Manager and Director of Office of Management and Budget are hereby instructed and directed to transfer said funds to said accounts and to increase and/or decrease said accounts in conformity with said schedule.

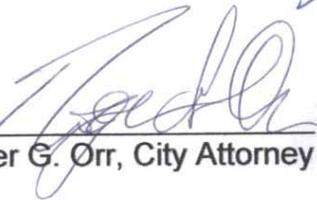
Section 2. This Ordinance shall become effective ten (10) days after its final adoption.

PASSED AND APPROVED BY THE City Council of the City of Port St. Lucie, Florida, this 28th day of May.

CITY COUNCIL
CITY OF PORT ST. LUCIE

BY: 
JoAnn Faiella, Mayor


Karen A. Phillips, City Clerk

APPROVED AS TO FORM: 
Roger G. Orr, City Attorney



OF PAYMENT, CLASSIFICATION OF LAND USES, AND ADOPTION, REVIEW AND REVISION; PROVIDING AMENDED AND RESTATED PRESUMPTIONS, ADMINISTRATIVE FEES, ACCOUNTING AND AUDITS, LIMITATIONS, AGREEMENTS, AND SECURITY FOR REVIEW; PROVIDING AMENDED AND RESTATED CREDITS; PROVIDING AMENDED AND RESTATED EXEMPTIONS; PROVIDING AMENDED AND RESTATED RETURN OF FUNDS; PROVIDING FOR APPEALS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

ACTION: Motion passed unanimously to approve Ordinance 13-27.

e) **ORDINANCE 13-28**, AUTHORIZING THE INTERIM CITY MANAGER OF THE CITY OF PORT ST. LUCIE TO ENTER INTO AN AGREEMENT REGARDING LEASE BETWEEN THE CITY OF PORT ST. LUCIE, PJ DEVELOPMENT LLC AND CROWN CASTLE TOWERS 06-2 LLC; PROVIDING AN EFFECTIVE DATE.

ACTION: Motion passed unanimously to approve Ordinance 13-28.

f) **ORDINANCE 13-29**, AUTHORIZING THE CITY MANAGER OF THE CITY OF PORT ST. LUCIE TO ENTER INTO A FIRST AMENDMENT TO SITE LEASE AGREEMENT BETWEEN THE CITY OF PORT ST. LUCIE AND VERIZON WIRELESS PERSONAL COMMUNICATIONS LP; PROVIDING AN EFFECTIVE DATE.

ACTION: Motion passed unanimously to approve Ordinance 13-29.

* g) **ORDINANCE 13-30**, AMENDING THE 2012-13 BUDGET OF THE CITY OF PORT ST. LUCIE, FLORIDA, BY INSERTING THEREIN A SCHEDULE CONSISTING OF 6 PAGES, ATTACHED HERETO AND DESIGNATED AS 2012-13 BUDGET AMENDMENT NO. 2. THE SAID SCHEDULE PROVIDES FOR AN INCREASE AND/OR DECREASE IN APPROPRIATIONS IN THE VARIOUS LINE ITEMS; PROVIDING AN EFFECTIVE DATE.

OTHER: After questions about Item 8 in the memo, the Interim City Manager said that this item can be removed before the second reading of the ordinance.

ACTION: Motion passed unanimously to approve Ordinance 13-30.

11. **RESOLUTIONS**

a) **RESOLUTION 13-R66, PUBLIC HEARING**, EXTENDING THE PORT ST. LUCIE RESIDENTIAL STREET LIGHTING ASSESSMENT AREAS, AUTHORIZING THE STREET LIGHTING TO BE MADE AND PROVIDING FOR A SPECIAL ASSESSMENT OF THE COST THEREOF; PROVIDING AN EFFECTIVE DATE.

Revised

PORT ST. LUCIE CITY COUNCIL
AGENDA ITEM REQUEST

Meeting Date: May 13, 2013

Public Hearing ___ Ordinance XX Resolution ___ Motion ___

Item: Budget Amendment #2 for FY 2012-13

Recommended Action:

Approve the requested adjustments as listed on the schedule.

Summary Explanation/Background Information:

Various adjustments to the current budget are requested with background information included in the summary memo and the schedule of items. Each request has its funding source identified with it on the schedule.

Attachments: Summary Memo, Ordinance and Schedule of Adjustments.

Director of OMB concurs with requested action. DKP City Manager concurs with requested action. ___

Department requests 0 minutes to make a presentation.

Submitted by: David Pollard Date Submitted 5-1-13

MEMORANDUM

To: Jeff Bremer, Interim City Manager
From: David K. Pollard, CGFO, Director of OMB
Date: May 1, 2013
Re: Budget Amendment #2 - FY 2012-13

The attached schedule represents the items being adjusted with Budget Amendment #2 for the current FY 2012-2013 budget. It is a net increase of \$4,604,443 for a revised adopted budget total of \$519,268,722.

~~514,268,722~~ 4,104,443

Staffing Requests

There are only two staffing requests. One FTE is requested to work in the Abandoned Property Program managed by the Building Department. This request is for an Office Assistant and was part of a presentation to City Council at the recent retreat. The collected revenue for this program is sufficient to fund this request. Also, 0.6 of an FTE (part-time secretary position) is requested for OMB to assist with the procurement process. It has become increasingly difficult to provide a reasonable time table on sealed bids and their contracts. The department will be able to fund this request through savings experienced due to turnover in staffing.

Major Items (High Cost)

Several large dollar items deserve separate discussion due to their financial impact to the City. #1 – The General Fund will need to transfer \$490,000 to the City Center SAD Debt Service fund because the majority property owner has not paid their annual assessments. Thus, in order to pay the bond debt service the City's General Fund is responsible to cover the difference. #2 – The Solid Waste Fund which collects the assessments from tax payers and then paying the waste hauler has accumulated a balance of \$1,269,205 that is needed to fund the administrative costs of managing this process. This amount will be transferred into the General Fund. #3 – A project to upgrade the switches for the City's computer network was budgeted in the prior year (\$358,761) but was not started. The funding for that project needs to be re-budgeted using carryforward of fund balance in the General Fund. #4 – When Digital Domain closed operations, the City retained any assets of their business that the City had purchased. Equipment and furniture totaling over \$1.1 million was purchased by the operating funds of the City such as the General Fund. This satisfied an equipment need of the City while adding funds to the debt service fund for Digital Domain. Various funds will be required to budget for the equipment and furniture and in the case of the General Fund the amount is \$1,096,083. This is a draw against the fund balance. #5 – In the Digital Domain fund, the receipt of ±\$1.1 million for the sale of equipment to the City will be budgeted as revenue to help offset the loss in lease revenue. There was also a public auction sale that generated \$335,513 for this fund that can be budgeted. Also the

originally budgeted cash carryforward and contingency are being adjusted to reflect the actual situation. #6 – The contracted payment of \$1,400,000 to IRSC for property that the City acquired in the Ravenswood Recreation Facility project must be budgeted in the Parks MSTU Fund. #7 – In order to keep the Crosstown Parkway project moving forward with the current design and survey tasks, \$2,750,000 is needed and is being borrowed in house from the Utility Contingency fund. This will be repaid at the time of the next bond series issuance. ~~#8 – It is requested that the EWIP fund budget remaining funds to purchase the Grove Park tract of land to enhance this drainage project for \$1 million.~~ #9 – In the Utility Operating Fund, a transfer of one million from the SAD #1 fund is being dropped while a transfer to the Renewal and Replacement fund for the same one million dollar amount is being dropped. The net impact to the operating fund is zero. This change is being made because of the revised interpretation of how remaining funds in the SAD fund can be used.

Various other Minor Requests

The remaining items that require funding are somewhat smaller in cost. They are listed individually with their recommended funding source. In some cases the funding (overtime reimbursement from US Marshals) was received in the prior year or the funding is a grant program.

Financial Impact

Numerous requests in the General Fund are using additional fund balance that is available from the audit of last year. These funds are available due to a stronger than projected revenue or savings last year. Use of fund balance should be thought of as a one-time source of funds which a good match to cover the transfer of funds to purchase the Digital Domain equipment and to cover the shortfall in the City Center SAD debt service fund which are considered one-time costs. But certainly having to use these funds will draw down the available funds for FY 2013-14 when it is expected that the General Fund will need to transfer additional funds for the City Center SAD debt (\pm \$1.5 million annually) and begin coverage of the Digital Domain bond debt (\pm \$3.5 million annually).

If there are any questions or requests, please let me know.

/DKP

/attachments

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

**** GENERAL OPERATING FUND - #001 ****

	Expenses	Revenues
(A) Emergency and Disaster Relief - #2500		
-Increase Salaries and Benefits (personnel costs related to Tropical Storm Isaac)	\$ 21,860	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 21,860
(B) City Council		
-Increase Repair and Maintenance of Buildings (remodel of copy room)	2,567	
-Increase Office Furniture and Equipment (purchase of laptop and privacy walls)	5,753	
-Increase Office Supplies and Promotional Activities (additional monies needed for offices supplies and promotional activities)	3,800	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		12,120
(C) Interfund Transfer		
-Increase Interfund Transfer to the City Center SAD #156 (transfer needed to cover debt service for City Center Debt)	490,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		490,000
(D) General Government		
-Increase Litigation Settlement (fees paid for Turnpike Construction by Stride Contractors)	9,102	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		9,102
(E) Finance		
-Increase Computer Software (CAFR On-Line and GO Docs Purchase)	10,500	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		10,500
(F) Interfund Transfer		
-Increase Interfund Transfer from the Solid Waste Fund #620 (transfer to cover costs incurred to adopt assessments such as legal and managerial oversight)		1,269,205
-Increase Contingency	1,269,205	
(G) Non-Departmental		
-Increase Other Contractual Services - Project #Y2DCM (Cabling project associated with Honeywell Project)	16,990	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year - received revenues in prior year)		16,990
(H) MIS Department		
-Increase Repair and Maintenance (MIS Exchange Support)	8,950	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		8,950
(I) MIS Department		
-Increase Computers and Computer Hardware (re-budget funds budgeted in 11-12 fiscal year for switch upgrade)	358,761	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		358,761
(J) Code Enforcement		
-Increase Fte's by 1.00, plus salaries and benefits (hiring a vacant property registration office assistant)	22,715	
-Increase Abandoned Property Revenue (actual is greater than budget)		22,715

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

(K) Misc. General Fund Cost Centers		
-Increase Office Furniture and Equipment (purchase of equipment from Digital Domain Building)	1,096,083	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		1,096,083
(L) City Manager		
-Increase travel, books & Subscriptions and office supplies (reimbursement of travel and moving expense for Asst. City Manager and increase office supplies)	7,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance in prior year)		7,000
(M) Nuisance Abatement		
-Increase Repair and Maintenance (increase in homes that have to be demolished and secured for safety reasons)	80,000	
-Increase Nuisance Abatement Revenue (actual is greater than budget)		80,000
(N) Emergency and Disaster Relief - #2500		
-Increase Misc. line items ((relocating the City Emergency Operation Center (C.E.O.C.), wiring, scanner, overtime, etc.))	10,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		10,000
(O) Police Department - Misc. Cost Centers		
-Increase Overtime (Overtime reimbursement)	24,251	
-Increase travel (travel expenses for fraud training)	900	
-Increase Vehicles (replace vehicle that was totaled in March)	27,000	
-Increase Promotional Expenses	1,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		53,151
(Q) Office of Management and Budget		
-Increase FTE's to .60 (adding a part-time secretary to keep up with demand of workload)	-	
-No dollar impact		-
BUDGET AMENDMENT TOTAL - FUND #001:	\$ 3,466,437	\$ 3,466,437

****ROAD & BRIDGE OPERATING FUND #104****

	Expenses	Revenues
(A) Emergency and Disaster Relief - #2500		
-Increase Salaries and Benefits (personnel costs for Tropical Storm Isaac)	\$ 1,780	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 1,780
(B) Public Works - Administration/Operations		
-Increase Litigation Settlements (Legal fees paid for Turnpike Plaza Construction by Stride Contractors)	1,185	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		1,185
BUDGET AMENDMENT TOTAL - FUND #104	\$ 2,965	\$ 2,965

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

****BUILDING FUND #110****

	Expenses	Revenues
(A) Building Fund - Permitting		
-Increase Litigation Settlements (Legal fees paid for Turnpike Plaza Construction by Stride Contractors)	\$ 77,627	
-Decrease Contingency	(77,627)	
(B) Non-Departmental		
-Increase Other Contractual Services - Y2DCM (Cabling project associated with Honeywell Project)	5,663	
-Reduce Contingency	(5,663)	
(C) Building Fund - Plans Review		
-Increase Office Furniture and Equipment (purchase of equipment from Digital Domain Building)	315	
-Decrease Contingency	(315)	
(D) Building Fund - Misc. Cost Centers		
-Increase Overtime (additional overtime needed to cover demand)	3,000	
-Increase Building Overtime Revenue (actual is greater than budget)		\$ 3,000
BUDGET AMENDMENT TOTAL - FUND #110	\$ 3,000	\$ 3,000

****NEIGHBORHOOD STABILIZATION FUND #114****

	Expenses	Revenues
(A) Economic Environment - NSP		
-Increase Acquisitions	\$ 114,051	
-Increase Repair/Rehab	70,000	
-Increase Administrative Costs	13,114	
-Increase NSP 3 Proceeds from Sale		597,738
-Decrease NSP 3 Cash Carryforward		(400,573)
BUDGET AMENDMENT TOTAL - FUND #114	\$ 197,165	\$ 197,165

****NEIGHBORHOOD STABILIZATION FUND #116****

	Expenses	Revenues
(A) Economic Environment - NSP		
-Increase Repair/Rehab	\$ 9,791	
-Increase Operating Expenses (Admin)	(1,330)	
-Increase Interest Income		2,898
-Decrease Grant Revenue		(267,000)
-Increase Fund Balance/Cash Carryforward (additional fund balance prior year)		272,563
BUDGET AMENDMENT TOTAL - FUND #116	\$ 8,461	\$ 8,461

****COMMUNITY DEVELOPMENT BLOCK GRANT #118****

	Expenses	Revenues
(A) C.D.B.G. Grant		
-Increase Other Contractual Services (projects)	\$ 67,150	
-Increase Other Current Charges and Obligations	2,088	
-Increase CDBG Grant Revenue		69,238
BUDGET AMENDMENT TOTAL - FUND #118	\$ 69,238	\$ 69,238

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

****SHIP FUND #119****

	Expenses	Revenues
(A) S.H.I.P. Hardest Hit Fund		
-Decrease Operating Expenses (decrease Administrative Expenses)	\$ (5,000)	
-Decrease Hardest Hit Grant Revenue (actual collections is less than budget)		\$ (5,000)
(B) S.H.I.P.		
-Increase office Supplies and Project Costs (The City has been awarded additional S.H.I.P. Grant Revenue)	65,688	
-Increase S.H.I.P. Revenue		65,688
BUDGET AMENDMENT TOTAL - FUND #119	\$ 60,688	\$ 60,688

****WYNDCREST-DIGITAL DOMAIN FUND #142****

	Expenses	Revenues
(A) Revenue		
-Increase Gain or Loss on Sales Redemption Revenue (sale of equipment and furniture)		\$ 335,513
-Decrease Lease Revenue		(335,513)
(B) Revenue		
-Increase Gain or Loss on Sales Redemption Revenue (sale of equipment)		1,116,122
-Increase Operating Expenses	520,216	
-Decrease Fund Balance/Cash Carryforward		(4,601,521)
-Decrease Lease Revenue		(892,825)
-Decrease Contingency	(4,898,440)	
BUDGET AMENDMENT TOTAL - FUND #142	\$ (4,378,224)	\$ (4,378,224)

****CITY CENTER SAD COLLECTION FUND #156****

	Expenses	Revenues
(A) Contingency		
-Increase Interfund Transfer from the General Fund #001 (transfer needed to cover debt service)		\$ 490,000
-Decrease Water & Sewer SAD Revenue (SAD payment is not being made by bank owned property)		(490,000)
BUDGET AMENDMENT TOTAL - FUND #156	\$ -	\$ -

**** ROAD AND BRIDGE CAPITAL IMPROVEMENT FUND - #304 ****

	Expenses	Revenues
(A) P.W. Misc. Cost Centers		
-Decrease Other Contractual Services (Ido/Yamada Sidewalk Project)	\$ (200,000)	
-Other Contractual Services (Bridge Maintenance)	(29,020)	
-Decrease Other Contractual Services (Melaleuca Blvd. Rehabilitation)	(20,000)	
-Decrease Contract or Installation of Sidewalks	(15,470)	
-Increase Improvement other than Buildings (Melaleuca Blvd. Sidewalk)	15,000	
-Increase Improvements other than Buildings ((Savona (Oak Hammock))	15,000	
-Increase Improvements other than Buildings ((Bayshore Sidewalk(Prima Vista to Selvitz))	55,470	
-Increase Improvements other than Buildings ((Savona Sidewalk(Gatlin to Becker))	29,020	
-Increase Contingency	150,000	
BUDGET AMENDMENT TOTAL - FUND #304:	\$ -	\$ -

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

**** PARKS MSTU FUND - #307 ****

	Expenses	Revenues
(A) Ravenswood - #7203		
-Increase Other Current Charges and Obligations - Ravenswood Project (Interlocal Agreement for the purchase of College Property)	1,400,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		1,400,000
BUDGET AMENDMENT TOTAL - FUND #307:	\$ 1,400,000	\$ 1,400,000

**** CROSSTOWN PARKWAY CIP FUND #314****

	Expenses	Revenues
(A) Ravenswood - #7203		
-Increase Roadways - Add'l Design Funds needed (Roadway Construction of Crosstown Parkway)	2,750,000	
-Increase Interfund Transfer from the Utility Connection Fee Fund #440 (temporary loan from Utility Connection Fee Fund)		2,750,000
BUDGET AMENDMENT TOTAL - FUND #314:	\$ 2,750,000	\$ 2,750,000

**** STORMWATER UTILITY FUND #401****

	Expenses	Revenues
(A) Emergency and Disaster Relief - #2500		
-Increase Salaries and Benefits (personnel costs for Tropical Storm Isaac)	\$ 4,595	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 4,595
(B) Public Works - Administration/Operations		
-Increase Litigation Settlements (Legal fees paid for Turnpike Plaza Construction by Stride Contractors)	7,088	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		7,088
(C) Public Works - Disaster Relief - #2500		
-Increase Other Contractual Services (drainage repair from numerous washouts of canal banks from Tropical Storm Isaac)	505,212	
-Decrease Contingency	(505,212)	
BUDGET AMENDMENT TOTAL - FUND #401:	\$ 11,683	\$ 11,683

**** EASTERN WATERSHED IMPROVEMENT FUND #403****

	Expenses	Revenues
(A) Public Works - Drainage		
-Land Purchases (purchase of grove park)	\$ 1,000,000	
-Increase FDEP/TMDL Grant Revenue (additional grant revenue)		\$ 500,000
-Decrease Contingency	(500,000)	
BUDGET AMENDMENT TOTAL - FUND #403:	\$ 500,000	\$ 500,000

*Delete per
Continuing City Mgr -*

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

****UTILITIES OPERATING FUND #431****

	Expenses	Revenues
(A) Emergency and Disaster Relief - #2500		
-Increase Salaries and Benefits (personnel costs for Tropical Storm Isaac)	\$ 11,188	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 11,188
(B) Utility Finance		
-Increase FTE's by .50 plus Salaries, Fica and Medicare (part-time temporary contract employee to help with new software billing)	7,356	
-Decrease Contingency	(7,356)	
(C) Utility- Administrative/Finance		
-Increase Intangible Assets	124,500	
-Increase Cash Carryforward/Fund Balance (additional fund balance from prior year)		124,500
-Decrease Interfund from the SAD I Phase II #121		(1,000,000)
-Decrease Interfund transfer to the Renewal & Replacement Fund #438	(1,000,000)	
(D) Utility- Administration & Admin./Finance		
-Increase Office Furniture and Equipment (purchase of equipment from Digital Domain Building)	19,124	
-Decrease Contingency	(19,124)	
BUDGET AMENDMENT TOTAL - FUND #431:	\$ (864,312)	\$ (864,312)

****UTILITES WATER AND SEWER CONNECTION FEES FUND #439****

	Expenses	Revenues
(A) Emergency and Disaster Relief - #2500		
-Increase Salaries and Benefits (personnel costs for Tropical Storm Isaac)	\$ 888	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 888
BUDGET AMENDMENT TOTAL - FUND #439:	\$ 888	\$ 888

****UTILITY CONTINGENCY FUND #440****

	Expenses	Revenues
(A) Interfund Transfer		
-Increase Interfund Transfer to Crosstown Parkway CIP Fund #314 (interfund loan for G.O. Bond Advance Spending)	\$ 2,750,000	
-Decrease Contingency	(2,750,000)	
BUDGET AMENDMENT TOTAL - FUND #440:	\$ -	\$ -

****LAW ENFORCEMENT TRUST FUND #603****

	Expenses	Revenues
(A) P.D. Operational Support Service and Neighborhood Policing		
-Increase Misc. Line Items (salary costs, legal services, lawn maint., transportation, (10) laptops, etc.)	\$ 135,989	
-Decrease Contingency	(28,740)	
-Increase Confiscated/Abandoned Property Revenue		36,012
-Increase Fund Balance Cash Carryforward (additional fund balance from prior year)		71,237
BUDGET AMENDMENT TOTAL - FUND #603:	\$ 107,249	\$ 107,249

****SOLID WASTE NON-AD VALOREM ASSESSMENT FUND #620****

	Expenses	Revenues
(A) Interfund Transfer		
-Increase Interfund Transfer to the General Operating Fund #001 (transfer to cover legal and managerial oversight of assessments)	\$ 1,269,205	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 1,269,205
BUDGET AMENDMENT TOTAL - FUND #620:	\$ 1,269,205	\$ 1,269,205

4,104,443

PORT ST. LUCIE CITY COUNCIL
AGENDA ITEM REQUEST

Meeting Date: May 13, 2013

Public Hearing ____ Ordinance XX Resolution ____ Motion ____

Item: Budget Amendment #2 for FY 2012-13

Recommended Action:

Approve the requested adjustments as listed on the schedule.

Summary Explanation/Background Information:

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Attachments: Summary Memo, Ordinance and Schedule of Adjustments.

Director of OMB concurs with requested action. DKP City Manager concurs with requested action. QB

Department requests 0 minutes to make a presentation.

Submitted by: David Pollard Date Submitted 5-1-13

RECEIVED

MAY 01 2013

City Manager's Office

MEMORANDUM

To: Jeff Bremer, Interim City Manager

From: David K. Pollard, CGFO, Director of OMB

Date: May 1, 2013

Re: Budget Amendment #2 - FY 2012-13

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#2 – The Solid Waste Fund which collects the assessments from tax payers and then paying the waste hauler has accumulated a balance of \$1,269,205 that is needed to fund the administrative costs of managing this process. This amount will be transferred into the General Fund.

#3 – A project to upgrade the switches for the City's computer network was budgeted in the prior year (\$358,761) but was not started. The funding for that project needs to be re-budgeted using carryforward of fund balance in the General Fund.

#4 – When Digital Domain closed operations, the City retained any assets of their business that the City had purchased. Equipment and furniture totaling over \$1.1 million was purchased by the operating funds of the City such as the General Fund. This satisfied an equipment need of the City while adding funds to the debt service fund for Digital Domain. Various funds will be required to budget for the equipment and furniture and in the case of the General Fund the amount is \$1,096,083. This is a draw against the fund balance.

#5 – In the Digital Domain fund, the receipt of ±\$1.1 million for the sale of equipment to the City will be budgeted as revenue to help offset the loss in lease revenue. There was also a public auction sale that generated \$335,513 for this fund that can be budgeted. Also the

originally budgeted cash carryforward and contingency are being adjusted to reflect the actual situation. #6 – The contracted payment of \$1,400,000 to IRSC for property that the City acquired in the Ravenswood Recreation Facility project must be budgeted in the Parks MSTU Fund. #7 – In order to keep the Crosstown Parkway project moving forward with the current design and survey tasks, \$2,750,000 is needed and is being borrowed in house from the Utility Contingency fund. This will be repaid at the time of the next bond series issuance. #8 – It is requested that the EWIP fund budget remaining funds to purchase the Grove Park tract of land to enhance this drainage project for \$1 million. #9 – In the Utility Operating Fund, a transfer of one million from the SAD #1 fund is being dropped while a transfer to the Renewal and Replacement fund for the same one million dollar amount is being dropped. The net impact to the operating fund is zero. This change is being made because of the revised interpretation of how remaining funds in the SAD fund can be used.

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The remaining items that require funding are somewhat smaller in cost. They are listed individually with their recommended funding source. In some cases the funding (overtime reimbursement from US Marshals) was received in the prior year or the funding is a grant program.

Financial Impact

Numerous requests in the General Fund are using additional fund balance that is available from the audit of last year. These funds are available due to a stronger than projected revenue or savings last year. Use of fund balance should be thought of as a one-time source of funds which is a good match to cover the transfer of funds to purchase the Digital Domain equipment and to cover the shortfall in the City Center SAD debt service fund which are considered one-time costs. But certainly having to use these funds will draw down the available funds for FY 2013-14 when it is expected that the General Fund will need to transfer additional funds for the City Center SAD debt (\pm \$1.5 million annually) and begin coverage of the Digital Domain bond debt (\pm \$3.5 million annually).

If there are any questions or requests, please let me know.

/DKP

/attachments

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

**** GENERAL OPERATING FUND - #001 ****

	Expenses	Revenues
(A) Emergency and Disaster Relief - #2500		
-Increase Salaries and Benefits (personnel costs related to Tropical Storm Isaac)	\$ 21,860	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 21,860
(B) City Council		
-Increase Repair and Maintenance of Buildings (remodel of copy room)	2,567	
-Increase Office Furniture and Equipment (purchase of laptop and privacy walls)	5,753	
-Increase Office Supplies and Promotional Activities (additional monies needed for offices supplies and promotional activities)	3,800	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		12,120
(C) Interfund Transfer		
-Increase Interfund Transfer to the City Center SAD #156 (transfer needed to cover debt service for City Center Debt)	490,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		490,000
(D) General Government		
-Increase Litigation Settlement (fees paid for Turnpike Construction by Stride Contractors)	9,102	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		9,102
(E) Finance		
-Increase Computer Software (CAFR On-Line and GO Docs Purchase)	10,500	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		10,500
(F) Interfund Transfer		
-Increase Interfund Transfer from the Solid Waste Fund #620 (transfer to cover costs incurred to adopt assessments such as legal and managerial oversight)		1,269,205
-Increase Contingency	1,269,205	
(G) Non-Departmental		
-Increase Other Contractual Services - Project #Y2DCM (Cabling project associated with Honeywell Project)	16,990	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year - received revenues in prior year)		16,990
(H) MIS Department		
-Increase Repair and Maintenance (MIS Exchange Support)	8,950	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		8,950
(I) MIS Department		
-Increase Computers and Computer Hardware (re-budget funds budgeted in 11-12 fiscal year for switch upgrade)	358,761	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		358,761
(J) Code Enforcement		
-Increase Fte's by 1.00, plus salaries and benefits (hiring a vacant property registration office assistant)	22,715	
-Increase Abandoned Property Revenue (actual is greater than budget)		22,715

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

(K) Misc. General Fund Cost Centers		
-Increase Office Furniture and Equipment (purchase of equipment from Digital Domain Building)	1,096,083	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		1,096,083
(L) City Manager		
-Increase travel, books & Subscriptions and office supplies (reimbursement of travel and moving expense for Asst. City Manager and increase office supplies)	7,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance in prior year)		7,000
(M) Nuisance Abatement		
-Increase Repair and Maintenance (increase in homes that have to be demolished and secured for safety reasons)	80,000	
-Increase Nuisance Abatement Revenue (actual is greater than budget)		80,000
(N) Emergency and Disaster Relief - #2500		
-Increase Misc. line items ((relocating the City Emergency Operation Center (C.E.O.C.), wiring, scanner, overtime, etc.))	10,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		10,000
(O) Police Department - Misc. Cost Centers		
-Increase Overtime (Overtime reimbursement)	24,251	
-Increase travel (travel expenses for fraud training)	900	
-Increase Vehicles (replace vehicle that was totaled in March)	27,000	
-Increase Promotional Expenses	1,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		53,151
(Q) Office of Management and Budget		
-Increase FTE's to .60 (adding a part-time secretary to keep up with demand of workload)	-	
-No dollar impact		-
BUDGET AMENDMENT TOTAL - FUND #001:	\$ 3,466,437	\$ 3,466,437

****ROAD & BRIDGE OPERATING FUND #104****

	Expenses	Revenues
(A) Emergency and Disaster Relief - #2500		
-Increase Salaries and Benefits (personnel costs for Tropical Storm Isaac)	\$ 1,780	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 1,780
(B) Public Works - Administration/Operations		
-Increase Litigation Settlements (Legal fees paid for Turnpike Plaza Construction by Stride Contractors)	1,185	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		1,185
BUDGET AMENDMENT TOTAL - FUND #104	\$ 2,965	\$ 2,965

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

****BUILDING FUND #110****

	Expenses	Revenues
(A) Building Fund - Permitting		
-Increase Litigation Settlements (Legal fees paid for Turnpike Plaza Construction by Stride Contractors)	\$ 77,627	
-Decrease Contingency	(77,627)	
(B) Non-Departmental		
-Increase Other Contractual Services - Y2DCM (Cabling project associated with Honeywell Project)	5,663	
-Reduce Contingency	(5,663)	
(C) Building Fund - Plans Review		
-Increase Office Furniture and Equipment (purchase of equipment from Digital Domain Building)	315	
-Decrease Contingency	(315)	
(D) Building Fund - Misc. Cost Centers		
-Increase Overtime (additional overtime needed to cover demand)	3,000	
-Increase Building Overtime Revenue (actual is greater than budget)		\$ 3,000
BUDGET AMENDMENT TOTAL - FUND #110	\$ 3,000	\$ 3,000

****NEIGHBORHOOD STABILIZATION FUND #114****

	Expenses	Revenues
(A) Economic Environment - NSP		
-Increase Acquisitions	\$ 114,051	
-Increase Repair/Rehab	70,000	
-Increase Administrative Costs	13,114	
-Increase NSP 3 Proceeds from Sale		597,738
-Decrease NSP 3 Cash Carryforward		(400,573)
BUDGET AMENDMENT TOTAL - FUND #114	\$ 197,165	\$ 197,165

****NEIGHBORHOOD STABILIZATION FUND #116****

	Expenses	Revenues
(A) Economic Environment - NSP		
-Increase Repair/Rehab	\$ 9,791	
-Increase Operating Expenses (Admin)	(1,330)	
-Increase Interest Income		2,898
-Decrease Grant Revenue		(267,000)
-Increase Fund Balance/Cash Carryforward (additional fund balance prior year)		272,563
BUDGET AMENDMENT TOTAL - FUND #116	\$ 8,461	\$ 8,461

****COMMUNITY DEVELOPMENT BLOCK GRANT #118****

	Expenses	Revenues
(A) C.D.B.G. Grant		
-Increase Other Contractual Services (projects)	\$ 67,150	
-Increase Other Current Charges and Obligations	2,088	
-Increase CDBG Grant Revenue		69,238
BUDGET AMENDMENT TOTAL - FUND #118	\$ 69,238	\$ 69,238

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

****SHIP FUND #119****

	Expenses	Revenues
(A) S.H.I.P. Hardest Hit Fund		
-Decrease Operating Expenses (decrease Administrative Expenses)	\$ (5,000)	
-Decrease Hardest Hit Grant Revenue (actual collections is less than budget)		\$ (5,000)
(B) S.H.I.P.		
-Increase office Supplies and Project Costs (The City has been awarded additional S.H.I.P. Grant Revenue)	65,688	
-Increase S.H.I.P. Revenue		65,688
BUDGET AMENDMENT TOTAL - FUND #119	\$ 60,688	\$ 60,688

****WYNDCREST-DIGITAL DOMAIN FUND #142****

	Expenses	Revenues
(A) Revenue		
-Increase Gain or Loss on Sales Redemption Revenue (sale of equipment and furniture)		\$ 335,513
-Decrease Lease Revenue		(335,513)
(B) Revenue		
-Increase Gain or Loss on Sales Redemption Revenue (sale of equipment)		1,116,122
-Increase Operating Expenses	520,216	
-Decrease Fund Balance/Cash Carryforward		(4,601,521)
-Decrease Lease Revenue		(892,825)
-Decrease Contingency	(4,898,440)	
BUDGET AMENDMENT TOTAL - FUND #142	\$ (4,378,224)	\$ (4,378,224)

****CITY CENTER SAD COLLECTION FUND #156****

	Expenses	Revenues
(A) Contingency		
-Increase Interfund Transfer from the General Fund #001 (transfer needed to cover debt service)		\$ 490,000
-Decrease Water & Sewer SAD Revenue (SAD payment is not being made by bank owned property)		(490,000)
BUDGET AMENDMENT TOTAL - FUND #156	\$ -	\$ -

**** ROAD AND BRIDGE CAPITAL IMPROVEMENT FUND - #304 ****

	Expenses	Revenues
(A) P.W. Misc. Cost Centers		
-Decrease Other Contractual Services (Ido/Yamada Sidewalk Project)	\$ (200,000)	
-Other Contractual Services (Bridge Maintenance)	(29,020)	
-Decrease Other Contractual Services (Melaleuca Blvd. Rehabilitation)	(20,000)	
-Decrease Contract or Installation of Sidewalks	(15,470)	
-Increase Improvement other than Buildings (Melaleuca Blvd. Sidewalk)	15,000	
-Increase Improvements other than Buildings (Savona (Oak Hammock))	15,000	
-Increase Improvements other than Buildings (Bayshore Sidewalk(Prima Vista to Selvitz))	55,470	
-Increase Improvements other than Buildings (Savona Sidewalk(Gatlin to Becker))	29,020	
-Increase Contingency	150,000	
BUDGET AMENDMENT TOTAL - FUND #304:	\$ -	\$ -

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

**** PARKS MSTU FUND - #307 ****

		Expenses	Revenues
(A)	Ravenswood - #7203		
	-Increase Other Current Charges and Obligations - Ravenswood Project (Interlocal Agreement for the purchase of College Property)	1,400,000	
	-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		1,400,000
BUDGET AMENDMENT TOTAL - FUND #307:		\$ 1,400,000	\$ 1,400,000

**** CROSSTOWN PARKWAY CIP FUND #314****

		Expenses	Revenues
(A)	Ravenswood - #7203		
	-Increase Roadways - Add'l Design Funds needed (Roadway Construction of Crosstown Parkway)	2,750,000	
	-Increase Interfund Transfer from the Utility Connection Fee Fund #440 (temporary loan from Utility Connection Fee Fund)		2,750,000
BUDGET AMENDMENT TOTAL - FUND #314:		\$ 2,750,000	\$ 2,750,000

**** STORMWATER UTILITY FUND #401****

		Expenses	Revenues
(A)	Emergency and Disaster Relief - #2500		
	-Increase Salaries and Benefits (personnel costs for Tropical Storm Isaac)	\$ 4,595	
	-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 4,595
(B)	Public Works - Administration/Operations		
	-Increase Litigation Settlements (Legal fees paid for Turnpike Plaza Construction by Stride Contractors)	7,088	
	-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		7,088
(C)	Public Works - Disaster Relief - #2500		
	-Increase Other Contractual Services (drainage repair from numerous washouts of canal banks from Tropical Storm Isaac)	505,212	
	-Decrease Contingency	(505,212)	
BUDGET AMENDMENT TOTAL - FUND #401:		\$ 11,683	\$ 11,683

****EASTERN WATERSHED IMPROVEMENT FUND #403****

		Expenses	Revenues
(A)	Public Works - Drainage		
	-Land Purchases (purchase of grove park)	\$ 1,000,000	
	-Increase FDEP/TMDL Grant Revenue (additional grant revenue)		\$ 500,000
	-Decrease Contingency	(500,000)	
BUDGET AMENDMENT TOTAL - FUND #403:		\$ 500,000	\$ 500,000

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #2
FY 2012-13**

****UTILITIES OPERATING FUND #431****

	Expenses	Revenues
(A) Emergency and Disaster Relief - #2500		
-Increase Salaries and Benefits (personnel costs for Tropical Storm Isaac)	\$ 11,188	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 11,188
(B) Utility Finance		
-Increase FTE's by .50 plus Salaries, Fica and Medicare (part-time temporary contract employee to help with new software billing)	7,356	
-Decrease Contingency	(7,356)	
(C) Utility- Administrative/Finance		
-Increase Intangible Assets	124,500	
-Increase Cash Carryforward/Fund Balance (additional fund balance from prior year)		124,500
-Decrease Interfund from the SAD I Phase II #121		(1,000,000)
-Decrease Interfund transfer to the Renewal & Replacement Fund #438	(1,000,000)	
(D) Utility- Administration & Admin./Finance		
-Increase Office Furniture and Equipment (purchase of equipment from Digital Domain Building)	19,124	
-Decrease Contingency	(19,124)	
BUDGET AMENDMENT TOTAL - FUND #431:	\$ (864,312)	\$ (864,312)

****UTILITES WATER AND SEWER CONNECTION FEES FUND #439****

	Expenses	Revenues
(A) Emergency and Disaster Relief - #2500		
-Increase Salaries and Benefits (personnel costs for Tropical Storm Isaac)	\$ 888	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 888
BUDGET AMENDMENT TOTAL - FUND #439:	\$ 888	\$ 888

****UTILITY CONTINGENCY FUND #440****

	Expenses	Revenues
(A) Interfund Transfer		
-Increase Interfund Transfer to Crosstown Parkway CIP Fund #314 (interfund loan for G.O. Bond Advance Spending)	\$ 2,750,000	
-Decrease Contingency	(2,750,000)	
BUDGET AMENDMENT TOTAL - FUND #440:	\$ -	\$ -

****LAW ENFORCEMENT TRUST FUND #603****

	Expenses	Revenues
(A) P.D. Operational Support Service and Neighborhood Policing		
-Increase Misc. Line Items (salary costs, legal services, lawn maint., transportation, (10) laptops, etc.)	\$ 135,989	
-Decrease Contingency	(28,740)	
-Increase Confiscated/Abandoned Property Revenue		36,012
-Increase Fund Balance Cash Carryforward (additional fund balance from prior year)		71,237
BUDGET AMENDMENT TOTAL - FUND #603:	\$ 107,249	\$ 107,249

****SOLID WASTE NON-AD VALOREM ASSESSMENT FUND #620****

	Expenses	Revenues
(A) Interfund Transfer		
-Increase Interfund Transfer to the General Operating Fund #001 (transfer to cover legal and managerial oversight of assessments)	\$ 1,269,205	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		\$ 1,269,205
BUDGET AMENDMENT TOTAL - FUND #620:	\$ 1,269,205	\$ 1,269,205