



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 2019-70

City Council

12/12/2019

LEGISLATIVE ACTION ITEM

SPONSOR: Grover C. Robinson, IV, Mayor

SUBJECT:

SUPPLEMENTAL BUDGET RESOLUTION NO. 2019-70 - FY 2020 NON-ENCUMBERED CARRYOVER BUDGET RESOLUTION

RECOMMENDATION:

That City Council adopt Supplemental Budget Resolution No. 2019-70.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR AN EFFECTIVE DATE.

HEARING REQUIRED: No Hearing Required

SUMMARY:

Purchase orders carried forward on a separate resolution were approved by City Council on November 14, 2019. The attached unencumbered carryover budget resolution includes appropriations for the following:

- Items budgeted in FY 2019 but not purchased or encumbered

For various reasons certain items that were budgeted in FY 2019 were not purchased or encumbered. The unexpended appropriations are carried forward to the new fiscal year so that these items can be purchased.

A balance of \$104,325 remained at the end of FY 2019 within the City Council Discretionary Fund and is being carried forward to FY 2020.

Additionally, balances remaining for the MBE Program, Pensacola Neighborhood Challenge Grants, Parks and Recreation, Saenger Theatre Capital Projects, Homeless Initiatives, Human Relations Commission, Housing Initiatives Fund, Inner-City Housing Initiatives Fund, Special Grants Fund, Community Redevelopment Agency Fund, Stormwater Utility Fee Fund, Section 8 Housing Assistance Fund, Law Enforcement Trust Fund, Natural Disaster Fund, Eastside TIF Fund, Westside TIF Fund, Tennis Center Fund, Local Option Sales Tax Fund, CRA Series 2017 Capital Projects Fund, CRA Series 2019 Capital Projects Fund, LOST Series 2017

Project Fund, Stormwater Capital Projects Fund, Gas Utility Fund, Port Fund, Airport Fund, Technology Resources and Central Garage projects are being carried forward.

- Items to be purchased with additional unexpended FY 2019 appropriations

In some instances, departments have requested that unexpended appropriations be used to fund items that were not anticipated at the time the FY 2020 budget was prepared. Sufficient unexpended FY 2019 appropriations are available to fund these requests.

A total amount of \$113,700 is being carried forward to provide funding for new audio/video conferencing equipment for the Council Room, funding for a Conference Room and new offices for Council Members and funding to establish the Affordable Housing Task Force.

Within the Office of the City Clerk, \$6,200 is being carried forward to provide sufficient funding for the costs associated with the public records GovQA program that was previously paid for from the Office of the City Attorney but was not transferred over to the City Clerk.

The Badging Machine in Human Resources is in need of replacement. An additional \$2,300 has been carried forward to fund the purchase of that machine. Additionally, \$30,000 has been appropriated in Human Resources to fund the costs associated with conducting the Employee Engagement Survey and \$15,000 has been appropriated for additional Leadership Training.

An additional \$100,000 has been appropriated for additional funding for Sidewalk Repairs as well as another \$100,000 for Intersection Improvements. Funding for ongoing Street Light Projects of \$70,000 has also been included. A total amount of \$43,500 has been carried forward to address various maintenance issues at Gull Point, Sanders Beach, Fricker Center, the Field Services Center and City Hall.

Within the Police Department \$209,300 has been appropriated to purchase additional body cameras with docking stations, additional tasers with holsters and cartridges and additional non-lethal options. This will be in line with the industry standard of providing every officer with two non-lethal options. Additionally, \$75,000 has been appropriated to provide funding for a training consultant and \$9,300 has been appropriated to purchase two electric bicycles for the new Police Officers assigned to Community Policing in the downtown area. The bicycles will allow the officers to respond quickly to calls for services within the CRA district yet allow them to be more visible and approachable to residents, business owners and visitors/tourists. They will also use the bicycles during special events that take place in the CRA district.

Within the Non-Departmental budget in the General Fund, an additional \$12,000 has been appropriated for BRACE as discussed at the Tentative Public Hearing on the FY 2020 Budget. An additional \$50,000 has also been appropriated for Homeless Initiatives.

Subsequent to the adoption of the FY 2020 Budget the contract for stormwater pond maintenance exceeded budget. An additional \$74,783 has been appropriated to address the increased costs.

At the November 14, 2019 City Council Meeting, a Port Security Grant was approved to fund the replacement and upgrade of vessel equipment on Fire Boat #1. It was explained in the memorandum that the Fire Department's matching funds will be funded from savings realized from the completed Fire Station #3 project. Therefore, \$52,163 has been appropriated in the LOST Series 2017 Project Fund for the Fire Department's matching portion of that grant and the Fire Station #3 project balance has been reduced by the same amount. Additionally, quotes for the Fire Pumper Truck exceeded budget by \$20,700. Those funds were shifted from the Fire Station #3 project. Finally, within the Fire Department, additional funding was needed for the Fire Training Simulator project and \$16,432 was shifted from the Fire Station #3 project.

During the renovation of the Garage Facility, it was determined that three awnings would need to be replaced. An additional \$25,000 has been appropriated to replace those awnings.

- Appropriation of fund balance

Fund balance is appropriated as necessary to cover the planned expenditures noted above.

- Changes in revenue estimates

Certain estimated revenues for Fiscal Year 2020 within the General Fund have been revised based on receipts at the end of Fiscal Year 2019.

The appropriation for the Special Assessments Fund is being made to provide funding for demolition of various structures.

- Other Changes

On July 25, 2019 the City of Pensacola issued the Urban Core Redevelopment Refunding and Improvement Revenues Bond, Series 2019. The Series 2019 Bond was issued to refinance the cost of refunding the Redevelopment Revenue Bonds, Series 2009B as well as capital improvements to the Urban Core Community Redevelopment Area included in the Urban Core Community Redevelopment Area Plan. The adjustments included in the supplemental budget resolution will remove the debt service payments and the Federal Direct Payment Subsidy in the CRA Debt Service Fund associated with the refunded Series 2009B Bonds and budget the debt service payments associated with the Series 2019 Bond.

As outlined in the Financial Planning and Administration Policy, those amounts appropriated in budget line items for salary increases must remain as adopted unless changed by a supplemental budget resolution. The Fiscal Year 2020 Budget included a separate line item appropriation entitled "9196 - Salary Increases (Non-Union)" which was an average 2% performance based salary increase for non-union employees. The Fiscal Year 2020 Budgeted included an additional line item appropriation entitled "9195 - Salary Increases (Union)" which also represented an average 2% performance based salary increase for all employees represented by collective bargaining agreements. Pay increases for all non-union and union employees were effective October 1, 2019. Included in this supplemental budget resolution is a transfer from 9196 - Salary Increases (Non-Union) and 9195 - Salary Increases

(Union) to 9111 - Salaries where the expenses were charged.

PRIOR ACTION:

September 18, 2019 - City Council formally adopted a beginning FY 2020 Budget on Budget Resolution No. 2019-50.

November 14, 2019 - City Council adopted Supplemental Budget Resolution No. 2019-61 covering purchase orders payable.

FUNDING:

N/A

FINANCIAL IMPACT:

All appropriations of City funds in the supplemental budget resolution are covered by fund balances, shifts in expenses or changes in estimated revenues. Approval of the supplemental budget resolution provides for a balanced budget for Fiscal Year 2020.

CITY ATTORNEY REVIEW: Yes

11/26/2019

STAFF CONTACT:

Keith Wilkins, City Administrator
Richard Barker, Jr., Chief Financial Officer

ATTACHMENTS:

- 1) Supplemental Budget Resolution No. 2019-70
- 2) Supplemental Budget Explanation No. 2019-70

PRESENTATION: No