



Legislation Details (With Text)

**File #:** 19-036      **Version:** 1      **Name:**  
**Type:** Ordinance      **Status:** Second Reading  
**File created:** 1/14/2019      **In control:** City Commission Regular Meeting  
**On agenda:** 2/26/2019      **Final action:** 2/26/2019  
**Title:** Ordinance No. 2019-03, first reading, amending the Fiscal Year 2018-2019 Non-District Budget.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Ordinance 2019-03 Non-District & CIP, 2. Ordinance 2019-03 Exhibit A, 3. Ordinance 2019-03 Exhibit B, 4. Ordinance 2019-03 Fund Balance Report, 5. Ordinance 2019-03 Service Level Adjustments 001-2100 Police for Body Worn Camera Initiative (1) Position, 6. Ordinance 2019-03 Service Desk Specialist Position Description, 7. 02-26-2019 City Commission Regular Meeting Item 6B General Fund Balance Analysis

Date	Ver.	Action By	Action	Result
2/26/2019	1	City Commission Regular Meeting	read by title only	Pass
2/26/2019	1	City Commission Regular Meeting	amended	Pass
2/26/2019	1	City Commission Regular Meeting	continued for second reading	Pass

**TO:** Honorable Mayor & Members of the North Port Commission

**FROM:** Peter D. Lear, CPA, CGMA, City Manager

**TITLE:** Ordinance No. 2019-03, first reading, amending the Fiscal Year 2018-2019 Non-District and Capital Improvement Program (CIP) Budget.

**Recommended Action**

Continue Ordinance No. 2019-03, amending the Fiscal Year 2018-2019 Non-District and Capital Improvement Program (CIP) Budget.

**Background Information**

An Amendment to the FY 2019 Non-District and Capital Improvement Program (CIP) budget for additional funding in the amount of \$253,313.

**GENERAL FUND (001)**

This is a request for a Budget Amendment for the General Fund in the amount of \$127,100 as per the following detailed description.

An Amendment to the FY19 Non-District Budget for additional funding in the amount of \$127,100 is being requested for the Police Department for the Body Worn Camera (BWC) Initiative. The Initiative includes funding requests for one (1) staff position and minor operating equipment.

On June 7, 2018, staff did a presentation to Commission on exploring the possibility of issuing Body Worn Cameras to our City Police Officers (BWC). Commission directed staff to proceed forward with testing and evaluating BWC and to bring forward a cost for implementation. Staff identified a potential vendor (Axon) who will provide the equipment and storage of all BWC records. The Vendor is also the same vendor for our existing tasers, therefore the BWC will interface for activation purposes. The purpose of officers wearing BWC is to enhance trust, legitimacy and transparency for law enforcement personnel and our community members. The cost for implementation includes startup costs to include equipment, software and one (1) additional staff member to oversee and operate the BWC program. This request is for the applicable partial cost of the first year of a five-year contract with the vendor.

1. The amendment requests \$32,170 for personnel and operating costs from the General Fund (001) for a Service Desk Specialist position with an effective start date of April 1, 2019. Total annual personnel cost for the Service Desk Specialist position will be \$50,100.
2. The amendment requests \$94,930 for minor operating equipment for the Body Worn camera initiative. This appropriation will fund the equipment and software subscription.

#### **LAW ENFORCEMENT TRUST (FORFEITURE) FUND (105)**

This is a request for a Budget Amendment from the Law Enforcement Trust Fund (105) also commonly referred to as FL Contraband "Forfeiture Fund" of \$38,830 as per the following detailed description.

- A. An Amendment to the FY19 Non-District Budget for additional funding in the amount of \$31,240 is requested by the Police Department. The amendment totals \$31,240 and will fund the purchase of a Van. The vehicle purchase is estimated at \$29,240.00 with \$2,000 in outfitting required to prepare the van for its intended purpose as a transport vehicle used to deploy officers and Special Response Team (SRT) operators to scenes for tactical operations. The outfitting will be completed in-house by the Fleet Division.
- B. An Amendment to the FY19 Non-District Budget for additional funding in the amount of \$7,590 is being requested by the Police Department. The amendment requests \$7,590 to purchase six (6) Automated Electronic Defibrillators (AED). The six (6) AED's will be assigned to road patrol supervisors. It is the Department's intention to place an AED device in every marked patrol vehicle within the next few years.

Florida State Statute 932.0755 (5)(a) governs the collections and use of forfeiture funds by the City. The law allows the proceeds to be utilized for complex investigations, AEDs for use in law enforcement vehicles, additional equipment or expertise, and matching funds to obtain federal grants. The proceeds and interest may not be used for meet normal operating expenses of the law enforcement agency.

#### **ESCHEATED LOTS - PARKS (146)**

This is a request for a Budget Amendment from the Escheated Lots - Parks (146) of \$11,203 as per the following detailed description.

This budget amendment provides for the transfer of monies from Escheated Lots - Parks Fund (146) to Escheated Lots - Land Acquisitions & Future Projects Fund (144). Escheated Lots - Parks Fund (146) was created in FY07 to fund various Parks & Recreation projects. Projects within fund 146 have been completed as of fiscal year ending 9/30/18. A final accounting of fund 146 shows a balance of \$11,203. This Budget Amendment requests the balance of \$11,203 be transferred back into Fund 144.

#### **UTILITY FUND (420)**

This is a request for a Budget Amendment from Utilities Fund (420) of \$76,180 as per the following detailed description.

- A. Utilities is requesting a budget amendment for U17WBR in the amount of \$ 31,630. This project is the S. Salford Bridge Crossing Water Main Replacement Project. Project U17WBR was approved by the Commission with an appropriation of \$150,000 in the FY16-17 Adopted Budget. The project was put on hold initially pending grant consideration. The project was approved for rollover from FY18 to FY19. In FY19 Utilities proceeded with an RFB for the project. The lowest responsive and responsible bidder, Spectrum Underground, submitted a bid in the amount of \$136,505. Utilities would also like to have a contingency amount of 5% on this project for unforeseen costs. Including the previously completed design phase this would bring the total project budget to \$181,630. Given the increase in projected costs Utilities is requesting a budget amendment in the amount of \$31,630.

- B. Utilities is also requesting a budget amendment for U18WBR in the amount of \$44,550. This project is for the Cranberry Bridge Crossing Water Main Replacement project. Project U18WBR was approved by the Commission with an appropriation of \$160,000 in the FY17-18 Adopted Budget. The project was approved for rollover from FY18 to FY19. In FY19 Utilities proceeded with an RFB for the project. The lowest responsive and responsible bidder, Andrew Sitework, LLC., submitted a bid in the amount of \$146,392. Utilities would also like to include a 5% contingency on this project for unforeseen costs. Including the previously completed design phase this would bring the total project budget to \$204,550. Given the increase in projected costs Utilities is requesting a budget amendment in the amount of \$44,550.

Construction costs have significantly increased due to market conditions. Going forward, the new budget development process will recognize the increase in construction costs; however, a budget amendment will be required to address these existing projects.

### **Increases to the Non-District Funds and Capital Improvement Program (CIP):**

General Fund (001): \$127,100  
Law Enforcement Trust (Forfeiture) Fund (105): \$38,830  
Escheated Lots - Parks Fund (146): \$11,203  
Utilities Fund (420): \$76,180  
The total cost to the Non-District Budget is \$253,313

### **Strategic Plan**

Financially Responsible City Providing Quality Municipal Services and meeting the City of North Port Strategic Plan Fiscal Year 2018-2021 Strategic Priority Areas:

- Health & Public Safety
- Parks & Recreation
- Efficient & Effective Government
- Infrastructure

### **Financial Impact**

The Non-District and Capital Improvement Program (CIP) budgets for fiscal year 2019 will increase by \$281,123 with funding coming from fund balance reserves.

Updated Fund Balance Reports are included with this agenda item as attachment four (4).

### **Procurement**

N/A

### **Attachments:**

1. Ordinance No. 2019-03
2. Ordinance No. 2019-03 Exhibit A
3. Ordinance No. 2019-03 Exhibit B
4. Ordinance No. 2019-03 Fund Balance Reports
5. Ordinance No. 2019-03 Service Level Adjustments 001-2100 Police for Body Worn Camera Initiative

6. Ordinance No. 2019-03 Service Desk Specialist Position Description

**Prepared by:** June Prosser, Budget Administrator

**Department Director:** Kimberly Ferrell, Finance Director