



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Lisa Morrell, City Manager

**REQUESTING DIRECTOR:** Yvonne McDonald, Finance Director

**DATE:** May 7, 2020

**RE:** FY 2020 Second Capital Improvements Program Amendment

### **SUMMARY:**

The following is a summary of the revisions to the Capital Improvements Program/CIP in FY 2020.

#### **Budget Amendment # 1 Modifications:**

The following CIP-impacting funding appropriations were completed during Budget Amendment #1, approved by Council 01/02/2020, and not updated on the FY 2020 First Capital Improvements Program Summary Amendment:

- 1. Fire Department** – 10.00% required city-match to Federal Emergency Management Association's (FEMA) Assistance to Firefighters Grant for the purchase of Automated Chest Compression Devices (CPR); application approved by Council 10/04/2018 and awarded 09/18/2019 – **\$10,649.**
- 2. Fire Department** – Purchase of Automated Chest Compression Devices (CPR); capital-improvement qualifying expenditures only – **\$82,363.**

#### **Budget Amendment # 2 Modifications:**

- 3. Finance Department (on behalf of the Fire Department)** – Impact Fee balance re-allocation of approved funding to new Nexus-specific Funds for the following projects: Fire Station 5 Rebuild project (18FD01) \$329,411 and Fire Dispatch Upgrade project (19FD02) \$56,697 – **Net Impact \$0.**
- 4. Finance Department (on behalf of the Parks Department)** – Impact Fee balance re-allocation of approved funding to new Nexus-specific Funds for the following projects: Campgrounds @ Palm Bay Regional Park project (16PK08) \$17,717; Palm Bay Senior Center Improvements

- project (17PR06) \$4,321; and Wake Forest Basketball Courts project (18PR04) \$77,869 – **Net Impact \$0.**
5. **Finance Department (on behalf of the Parks Department)** – Close the Musco Control Link/Lights project (18PR01) \$101,000 and return impact fee funding to undesignated fund balance – **(\$101,000).**
  6. **Finance Department (on behalf of the Public Works Department)** – Impact Fee balance re-allocation of approved funding to new Nexus-specific Funds for the following projects: Culver Street project (16PW13) \$1,046,529 and SJHP Traffic Signal @ Malabar Road project (18PW01) \$298,289 – **Net Impact \$0.**
  7. **Finance Department** – Record sales/proceeds from property sales within the Road Maintenance Fund (307) in the FY 2020 Road Program project (20RD01) – **\$134,185.**
  8. **Finance Department** – Appropriate HMGP Grant Modification funding to the Fire Station Hardening project (19FD01) for generator purchases from; approved by Council 03/05/2020 – **\$65,046.**
  9. **Parks & Recreation Department** – Appropriate funding to the Septic System Sewer Conversion @ Fred Poppe Regional Park project (19PR06); approved by Council 02/20/2020 – **\$359,718.**
  10. **Police Department** – Purchase one (1) unmarked police vehicle (2020 Nissan Pathfinder) through Fleet Services Fund to be assigned to the Crime Suppression Unit; capital-impacting expenditures only; approved by Council 12/19/2019 – **\$25,540.**
  11. **Police Department** – Utilize 2019 JAG Grant award funding to purchase radar trailer with software; approved by Council 09/03/2019 – **\$17,490.**
  12. **Public Works Department** – Establish budgets for the following seven (7) road program repaving projects: Unit 42 (20GO03) \$10,000,000; Garvey Road (20GO04) \$1,000,000; Unit 11 (20GO05) \$3,700,000; Unit 15 (20GO06) \$2,250,000; Unit 18 (20GO07) \$5,000,000; Unit 23 (20GO08) \$5,681,000; and Unit 56 (20GO09) \$1,500,000; approved by Council 03/07/2019 – **\$29,131,000.**
  13. **Public Works Department** – Local Agency Program (LAP) agreement with the Florida Department of Transportation (FDOT) for the Safe Routes to School project (18PW02); construction of five (5) sidewalks and surrounding crosswalks at the following locations: Port Malabar Elementary; Christa McAuliffe Elementary; Columbia Elementary; Discovery Elementary and Jupiter Elementary; approved by Council 12/05/2019 – **\$2,490,058.**

- 14. Public Works Department** – Northshore Development: Land Acquisition/purchase of seven (7) easements of private property \$50,000; approved by Council on 12/05/2019 – **\$50,000**.
- 15. Utilities Department** – Close the completed NRWTP Rear Yard Swale & Fence project (18WS23) and return remaining funds to fund balance – **(\$24,499)**.
- 16. Utilities Department** – Appropriate funds for Wade Trim Task Order 18-11, Amendment No. 3 for the engineering services of the Nutrient Removal Facilities project (17WS16); approved by Council on 12/19/2019 – **\$154,034**.
- 17. Utilities Department** – Appropriate additional funding for the Reuse High Service Pumps Replacement project (18WS01); project award came in higher than budgeted; approved by Council on 02/20/2020 – **\$104,018**.
- 18. Utilities Department** – Appropriate funding for the Florida Department of Environmental Protection (FDEP) construction permit application fee and legal ad for the expansion of the South Regional Water Treatment (SRWT) Facility from 4MG to 6MG project (18WS04); approved by Council on 02/06/2020 – **\$10,425**.
- 19. Utilities Department** – The North Regional Wastewater Treatment Plant (NRWWTP) Clarifier 2 project (17WS13) has experienced a delay until FY 2021; transfer funding to the Utilities R&R Fund for NRWWTP Improvements; approved by Council 03/05/2020 – **(\$1,218,573)**.
- 20. Utilities Department** – Appropriate funding to the Transfer Filter/Backwash Pump project (17WS04) \$474,786 and the Generator & Air Compressor project (18WS19) \$743,787 through the NRWWTP Clarifier 2 project (17WS13) savings transfer from the Utilities' Operating Fund; approved by Council 03/05/2020 – **\$1,218,573**.
- 21. Utilities Department** – Appropriate funding to the Wastewater Treatment Plant (WWTP) Digester 6 Rehab project (18WS09) for the replacement of the digester sludge transfer pump base – **\$9,985**.

**Transfer of Funds Between Capital Projects/Accounts:**

**1. Public Works Department – Budget Transfer #28**

Close-out the following projects and return funding to the FY 2020 Road Program project (20RD01) \$73,721: FY 2019 Road Program project (19RD01) (\$69,223) and Rejuvenation of Seven City Roads project (19RD02) (\$4,498) – **Net Impact \$0**

**2. Public Works Department – Budget Transfer #32**

Transfer funds from the FY 2020 Stormwater Utility Program project (20SU01) (\$800,000) to the following projects: Waterbury @ C-39 Pipe Replacement project (20SU06) \$475,000 and Freehold @ C41R Pipe Replacement project (20SU07) \$325,000; establish project budget – **\$0**.

**3. Public Works Department – Budget Transfer #33**

Transfer funds from the FY 2020 Stormwater Utility Program project (20SU01) (\$460,000) to the FY 2020 Cured in Place Pipe project (20SU09) \$460,000; establish project budget – **\$0**.

**4. Public Works Department – Budget Transfer #38**

Transfer funds from the FY 2020 Stormwater Utility Program project (20SU01) (\$30,000) to the Gallash @ C-14 Culvert Replacement project (20SU10) \$30,000 for design costs – **\$0**

**5. Public Works Department – Budget Transfer #43**

Close the following completed projects and transfer funds to the FY 2020 Stormwater Utility Program project (20SU01) \$34,202: Pembroke Ave. @ C-75 Culvert Replacement project (18SU04) (\$3,090); Emerson Dr. @ C-75 Culvert Replacement project (18SU06) (\$10,554); Pebble Ave. @ C-75 Culvert Replacement project (18SU09) (\$7,164); and Install Cured Pipe 23 Locations project (19SU07) (\$13,394) – **\$0**.

**6. Public Works Department – Budget Transfer #45**

Close the following non-completed projects and transfer unused funds to the FY 2020 Stormwater Utility Program project (20SU01) \$12,914: Replacement Pipe Crossing Unit 44 project (19SU05) (\$6,166); and Phase 2 Unit 44 Pipe Replacement project (19SU06) (\$6,748) – **\$0**.

**7. Public Works Department – Budget Transfer #46**

Transfer funds from the FY 2020 Stormwater Utility Program project (20SU01) (\$5,500) to the Unit 46 Pipes project (20SU11) \$5,500 for design costs – **\$0**.

**Added/Removed Capital Projects, Addition/Reduction of Funding:**

**1. Growth Management Department – Budget Transfer #26**

Transfer funds budgeted for capital expenditures from General Ledger Account 6407– IS Related Projects to non-capital operating expenditures for the TRACK-it Software project completion – **(\$8,080)**.

**2. Fire Department – Budget Transfer #29**

The Fire Station #5 Rebuild project (18FD01) requires furnishings and toning services; transfer (\$9,408) of capitalized funding to the following General Ledger Account: 6408 – Emergency

Communications \$5,770 and non-capital operating expenditures for operating supplies \$3,638 –  
**Net-Capital Impact (\$3,638)**

**3. Utilities Department – Budget Transfer #36**

Transfer funds budgeted for capital expenditures from General Ledger Account 6407– IS Related Projects to non-capital operating expenditures for the Dedicated Attached Storage Network project completion – **(\$3,823)**.

**4. Public Works Department – Budget Transfer #41**

Transfer non-capital operating funds to General Ledger Account 6401 – Machinery & Equipment for the purchase of two (2) variable message boards; capitalize expenditures – **\$31,798**.

**5. Fire Department – Budget Transfer #47**

The Fire Station #5 Rebuild project (18FD01) requires furnishings and a generator purchase; transfer (\$10,218) of capitalized funding to the following General Ledger Account: 6401 – Machinery & Equipment \$1,178 and non-capital operating expenditures for furnishings \$9,040 –  
**Net-Capital Impact (\$9,040)**

**FY 2019 to FY 2020 Project Funding Roll Adjustments:**

The following projects have been adjusted per the final FY 2019 to FY 2020 funding rollover close-out:

- Culvert Street (16PW13) – **(\$622)**.
- Pembroke Ave. @ C-75 Culvert Replacement (18SU04) – **(\$221)**.
- Emerson Dr. @ C-75 Culvert Replacement (18SU06) – **(\$160)**.
- Pebble Ave. @ C-75 Culvert Replacement (18SU09) – **(\$221)**.
- Harper Blvd. @ C-18 Culvert Replacement (18SU14) – **(\$502)**.
- Culvert Replacement Garvey C17 (19SU02) – **(\$1,268)**.
- Culvert Replacement Garvey C18 (19SU03) – **(\$381)**.
- PH Pipe Replacement Unit 42 (19SU04) – **(\$3,450)**.
- Replacement Pipe Crossing Unit 44 (19SU05) – **(\$662)**.
- PH2 Unit 44 Pipe Replacement (19SU06) – **(\$100)**.

**REQUESTING DEPARTMENTS:**

Finance Department, Growth Management Department; Fire Department; Parks & Recreation

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Department; Police Department; Public Works Department; and Utilities Department.

**FISCAL IMPACT:**

Please refer to summary section for capital improvement program impacting details.

**RECOMMENDATION:**

Motion to adopt, by Resolution, the Second Amendment to the FY 2020 Capital Improvements Program.

Attachments: 1) Resolution

2) Exhibit A – Available Upon Request

## RESOLUTION 2020-19

**A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, AMENDING RESOLUTION 2019-38, AS AMENDED BY RESOLUTION 2020-04, ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM FOR THE FISCAL YEARS 2019-2020 THROUGH 2023-2024 FOR THE CITY OF PALM BAY, FLORIDA; RESCINDING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Palm Bay's Capital Improvements Program, formally known as the Community Investment Program, was adopted by the City Council on September 26, 2019.

**WHEREAS**, the City of Palm Bay desires to amend the Capital Improvements Program.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA**, as follows:

**SECTION 1.** Resolution 2019-38, as amended by Resolution 2020-04, is hereby amended by including additional projects to the Five-Year Community Investment Program for Fiscal Years 2019-2020 through 2023-2024, which are, by reference, incorporated herein as Exhibit "A".

**SECTION 2.** This resolution shall take effect immediately upon the enactment date.

This resolution was duly enacted at Meeting 2020- , of the City Council of the City of Palm Bay, Brevard County, Florida, on , 2020.

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William Capote, MAYOR

ATTEST:

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Terese M. Jones, CITY CLERK