

Attached is Replacement for Item #7 and Attachment #1

Approval of FY 2015 Year End Budget Adjustments to Close Out the State Housing Initiative Partnership Grants

- **Attachment #1 – Resolution and Associated Budget Amendment Request**

Meeting of Tuesday, November 17, 2015

This document distributed November 16, 2015.

BOARD OF COUNTY COMMISSIONERS

MEMORANDUM

DATE: November 13, 2015

TO: Honorable Chairman and Members of the Board

THRU: Vincent S. Long, County Administrator

FROM: Scott Ross, Director, Office of Financial Stewardship

SUBJECT: Additional Information for Agenda Item #7

The attached revised item is necessary due to Florida Statutes requiring all year-end budget adjustments be approved within 60 days of the end of the fiscal year. Since the Board will not meet again until December 8, 2015, the time to amend the FY 2015 budget will have passed.

Staff receiving the required year-end actuarial report for the County's Risk Fund on November 9, 2015. A review of the report indicated that an additional budget amendment is necessary to cover the County's estimated outstanding workers compensation claims.

Leon County Board of County Commissioners

Cover Sheet for Agenda #7

November 17, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Approval of FY 2015 Year-End Budget Adjustments to Close Out the State Housing Initiative Partnership Grants and the Risk Management Fund

| | |
|--|---|
| County Administrator Review and Approval: | Vincent S. Long, County Administrator |
| Department/ Division Review: | Alan Rosenzweig, Deputy County Administrator Scott Ross, Director, Office of Financial Stewardship |
| Lead Staff/ Project Team: | Felisa Barnes, Principal Management & Budget Analyst |

Fiscal Impact:

This item has a fiscal impact. This item provides necessary year-end budget adjustments to close out two State Housing Initiative Partnership grants and the Risk Management Fund. Funds for both adjustments are available in their respective funds and do not require any general revenue.

Staff Recommendation:

Option #1: Approve the Resolution and associated Budget Amendment Request for the State Housing Initiative Partnership grants and the Risk Management Fund FY 2015 year-end budget adjustments (Attachment #1).

Report and Discussion

Background:

Annually, the Office of Management and Budget brings before the Board final year-end budget adjustments necessary to realign budgeted funds to meet expenditure obligations for the fiscal year.

Analysis:

An appropriation of \$38,749 is required to balance two State Housing Initiative Partnership (SHIP) accounts for FY 2015.

In addition, it is necessary to appropriate additional funds to cover the risk liability associated with outstanding workers' compensation claims. The required FY 2015 actuarial liability report identified an additional \$884,069 in the value of the estimated outstanding claims. To cover this liability an additional \$741,576 in appropriations is needed; funds are available in the Risk Management fund to support this appropriation

Options:

1. Approve the Resolution and associated Budget Amendment Request for the State Housing Initiative Partnership grants and the Risk Management Fund FY 2015 year-end budget adjustments (Attachment #1).
2. Do not Approve the Resolution and associated Budget Amendment Request for the State Housing Initiative Partnership grants and the Risk Management Fund FY 2015 year-end budget adjustments (Attachment #1).
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Resolution and associated Budget Amendment Request

RESOLUTION NO.

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2015/2016; and,

WHEREAS, the Board of County Commissioners, pursuant to Chapter 129, Florida Statutes, desires to amend the budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Leon County, Florida, hereby amends the budget as reflected on the Departmental Budget Amendment Request Form attached hereto and incorporated herein by reference.

Adopted this 17th day of November 2015.

LEON COUNTY, FLORIDA

BY: _____
Mary Ann Lindley, Chairman
Board of County Commissioners

ATTEST:
Bob Inzer, Clerk of the Court and Comptroller
Leon County, Florida

BY: _____

Approved as to Form:
Leon County Attorney's Office

BY: _____
Herbert W. A. Thiele, Esq.
County Attorney

**FISCAL YEAR 2014/2015
BUDGET AMENDMENT REQUEST**

No: BAB15036
Date: 11/2/2015

Agenda Item No:
Agenda Item Date: 11/17/2015

County Administrator

Deputy County Administrator

Vincent S. Long

Alan Rosen Zweig

Request Detail:

Revenues

| Account Information | | | | | Current Budget | Change | Adjusted Budget |
|---------------------|--------|--------|------|-----------------------------|----------------|--------|-----------------|
| Fund | Org | Acct | Prog | Title | | | |
| 124 | 932046 | 345150 | 000 | SHIP - Doc Stamps Recapture | - | 34,714 | 34,714 |
| 124 | 932046 | 361111 | 000 | Pool Interest Allocation | - | 3,000 | 3,000 |
| Subtotal: | | | | | | 37,714 | |

Expenditures

| Account Information | | | | | Current Budget | Change | Adjusted Budget |
|---------------------|--------|--------|------|------------------------|----------------|--------|-----------------|
| Fund | Org | Acct | Prog | Title | | | |
| 124 | 932046 | 585000 | 554 | Housing Rehabilitation | 168,640 | 37,714 | 206,354 |
| Subtotal: | | | | | | 37,714 | |

Revenues

| Account Information | | | | | Current Budget | Change | Adjusted Budget |
|---------------------|--------|--------|------|--------------------------|----------------|--------|-----------------|
| Fund | Org | Acct | Prog | Title | | | |
| 124 | 932045 | 345100 | 000 | SHIP - Doc Stamps | 6,176 | 480 | 6,656 |
| 124 | 932045 | 361111 | 000 | Pool Interest Allocation | - | 555 | 555 |
| Subtotal: | | | | | | 1,035 | |

Expenditures

| Account Information | | | | | Current Budget | Change | Adjusted Budget |
|---------------------|--------|--------|------|------------------------|----------------|--------|-----------------|
| Fund | Org | Acct | Prog | Title | | | |
| 124 | 932045 | 585000 | 554 | Housing Rehabilitation | 6,176 | 1,035 | 7,211 |
| Subtotal: | | | | | | 1,035 | |

Revenues

| | | | | | | | |
|------------------|-----|--------|-----|---------------------------|-----------|---------|-----------|
| 501 | 000 | 396600 | 000 | Workers' Comp Insurance | 1,675,136 | 137,084 | 1,812,220 |
| 501 | 000 | 369300 | 000 | Refund Prior Year Expense | - | 71,116 | 71,116 |
| 501 | 000 | 369900 | 000 | Appropriated Fund Balance | - | 533,376 | 533,376 |
| Subtotal: | | | | | | 741,576 | |

Expenditures

| | | | | | | | |
|------------------|-----|-------|-----|--------|-----------|---------|-----------|
| 501 | 821 | 54515 | 596 | Claims | 1,200,000 | 741,576 | 1,941,576 |
| Subtotal: | | | | | | 741,576 | |

Purpose of Request:

This year budget adjustment appropriates additional revenue received to close out the State Housing Initiative Partnership (SHIP) grants: \$37,714 for SHIP 2013-2016 and \$1,035 for SHIP 2013-2015. In addition, this amendment budgets an additional \$741,576 to cover future liability claims as identified in the FY 2015 year end actuarial study of workers' compensation.

Group/Program Director

Senior Analyst

Scott Ross, Director, Office of Financial Stewardship

Approved By: Resolution Motion Administrator