



**BOARD OF COUNTY COMMISSIONERS**

**DATE:** November 8, 2011  
**AGENDA ITEM NO.**

**Consent Agenda** ☐

**Regular Agenda** ☐

**Public Hearing** ☐

**County Administrator's Signature:**

**Subject:**

Public Hearing for Adoption of a Resolution Appropriating Unanticipated Fund Balance and Realignment of Reserves in the FY12 Budget for the General Fund and Business Technology Services Fund.

**Department:**

Office of Management and Budget

**Staff Member Responsible:**

John Woodruff, Director

**Recommended Action:**

I RECOMMEND THAT THE BOARD OF COUNTY COMMISSIONERS ADOPT THE ATTACHED RESOLUTION TO APPROPRIATE UNANTICIPATED FUND BALANCE AND REALIGNMENT OF RESERVES IN THE FY12 BUDGET FOR THE GENERAL FUND AND THE BUSINESS TECHNOLOGY SERVICES FUND.

**Summary Explanation/Background:**

The attached resolution is processed as a public hearing item in accordance with Section 129.06(2)(f), F.S. Notice of this public hearing was published in the St. Petersburg Times on November 4, 2011.

The General Fund and the Business Technology Services Fund have unanticipated carry-forward fund balance and require the re-appropriation of these funds in the FY12 Budget. Generally, unanticipated carry-forward fund balance results when prior year actual expenditures are less than anticipated and/or actual revenues exceed those anticipated. Also, unexpected changes in project scheduling could contribute to unanticipated fund balance. In accordance with Section 129.06(2)(f), Florida Statutes, if the source of unanticipated receipts is not specifically associated with a particular purpose such as grants, donations or reimbursements, this budgetary action requires a public hearing.

The FY11 Budget included \$300,000 for the purpose of transitioning the responsibilities for promoting, administering, and supporting arts and cultural programs in Pinellas County from the former Cultural Affairs Department to a non-profit entity. On October 25, 2011, the Board approved a transitional funding agreement with Creative Pinellas, Inc., a Florida nonprofit corporation, to assume the arts and cultural program responsibilities. The Office of Management & Budget requests that the \$300,000 which was not spent in FY11 and was returned to the General Fund balance at the end of the fiscal year, be re-appropriated in FY12 to fund the agreement.

The Business Technology Services (BTS) Department is requesting the re-appropriation of \$1,421,110 from fund balance and realignment of OPUS Project Reserves in the BTS Fund associated with the Oracle Projects Unified Solution (OPUS) project. Due to changes in project scheduling, \$1,421,110 of expenditures that were anticipated to take place in FY11 will be incurred in FY12. In addition to the re-appropriation of fund balance, this resolution reallocates funding from Reserves for Contingencies into the project budget consistent with prior Board and County Administrator approved action. On August 9, 2011, the Board approved Change Order 006 to contract (089-0255-P) with Applications Software Technology Corporation (AST) for Software Implementation Services for the OPUS project. The remaining contingency funds after this change order totaled \$1,055,420. On September 19 and October 6, 2011, the County Administrator approved Change Orders 007 and 008, respectively, to the contract with AST. Remaining contingency funds after these change orders totaled \$910,020. Based on reconciliation of FY11 revised budget vs. estimated FY11 expenditures, the remaining contingency funds are currently estimated at \$987,670. The Board will receive an update regarding the status of the OPUS project in January.

**Fiscal Impact/Cost/Revenue Summary:**

Approval of this resolution recognizes unanticipated beginning fund balance in the amount of \$509,480 in the General Fund (0001) and recognizes unanticipated beginning fund balance and realigns reserves in the amount of \$1,421,110 in the Business Technology Services Fund (5001) and increases the FY12 Parks & Conservation Resources and Business Technology Services cost centers accordingly.

**Exhibits/Attachments Attached:**

Resolution

**RESOLUTION NO. 12-**

**SUPPLEMENTING FY12 BUDGET**

**WHEREAS**, Section 129.06(2)(d), F.S., provides that receipts of a nature from a source not anticipated in the FY12 Budget, and received for a particular purpose may, by Resolution of the Board of County Commissioners of Pinellas County, be appropriated and expended for that purpose; and

**WHEREAS**, the General Fund and BTS Fund has unanticipated funds in Fund Balance and these funds are to be appropriated and expended for the purpose for which received, pursuant to Section 129.06(2)(f), F.S., in the ST. PETERSBURG TIMES, a newspaper of general circulation in the County; and

**THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Pinellas County, Florida, in a public meeting duly assembled this 8<sup>th</sup> day of November, 2011, that receipts from a source not anticipated and received for a particular purpose are to be appropriated and added to the proper General Fund and Business Technology Services departments and the total County budget for FY12 as follows:

**GENERAL FUND (0001)**

Account Number			Current Budget	Increase/ (Decrease)	Amended Budget
<u>Receipts</u>					
Center	100100	Balance Sheet			
Program	0000				
	2710201	Fund Balance-Uhrrsv-Countywide	106,522,370	\$ 300,000	106,822,370
Total				<u>\$ 300,000</u>	
<u>Appropriations</u>					
Center	114350	Gen Govt - Policy Initiatives			
Program	1004	Education and Outreach			
	5820001	Aid to Private Organization	0	\$ 300,000	300,000
Total				<u>\$ 300,000</u>	

**BUSINESS TECHNOLOGY SERVICES FUND (5001)**

Account Number			Current Budget	Increase/ (Decrease)	Amended Budget
<u>Receipts</u>					
Center	100100	Balance Sheet			
Program	0000				
	2710201	Fund Balance-Unreserved	8,530,660	\$ 1,421,110	9,951,770
Total				<u>\$ 1,421,110</u>	
<u>Appropriations</u>					
Center	644110	OPUS Project			
Program	7007	OPUS Project			
	5110001	Executive Salaries	67,960	\$ (14,920)	53,040
	5310001	Professional Services	118,560	719,070	837,630
	5680100	Software-Purchased	226,450	1,297,650	1,524,100
	5995000	Reserve-Contingencies	1,568,360	(580,690)	987,670
Total				<u>\$ 1,421,110</u>	

Commissioner \_\_\_\_\_ offered the foregoing Resolution and moved its adoption, which was seconded by Commissioner \_\_\_\_\_, and upon roll call the vote was:

**AYES:**

**NAYS:**

**ABSENT AND NOT VOTING:**

## NOTICE OF PUBLIC HEARING

The Pinellas County Board of County Commissioners will conduct a public hearing on proposed amendments to the FY2012 Budget as required by Section 129.06, Florida Statutes, relating to the re-appropriation of unanticipated fund balances and realignment of reserves as specified herein.

A public hearing on amending the budget will be held on Tuesday, November 8, 2011, at 9:30 a.m. in the County Commission Assembly Room, Fifth Floor, Pinellas County Courthouse, 315 Court Street, Clearwater, Florida 33756. The proposed amendments are as follows:

<b>Fund</b>	<b>Revenue / Sources</b>	<b>FY12 Budget as Adopted or Last Amended</b>	<b>Proposed Amendment</b>	<b>FY12 Budget after Proposed Amendment</b>
General Fund	Fund Balance	\$ 106,522,370	\$ 300,000	\$ 106,822,370
Business Technology Services Fund	Fund Balance	\$ 8,530,660	<u>\$ 1,421,110</u> \$ 1,721,110	\$ 9,951,770
<b>Fund</b>	<b>Expenditure / Uses</b>			
General Fund	Grants & Aids	\$ 0	\$ 300,000	\$ 300,000
Business Technology Services Fund	Personal Services	\$ 88,020	\$ (14,920)	\$ 73,100
Business Technology Services Fund	Operating Expenses	\$ 342,290	\$ 719,070	\$ 1,061,360
Business Technology Services Fund	Capital Outlay	\$ 301,450	\$ 1,297,650	\$ 1,599,100
Business Technology Services Fund	Reserves	\$ 1,568,360	<u>\$ (580,690)</u> \$ 1,721,110	\$ 987,670

Interested parties may appear at the hearing and be heard regarding amending the budget.

Persons are advised that if they decide to appeal any decision made at the meeting/hearing, they will need a record of the proceedings, and, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. WITHIN TWO (2) WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE, PLEASE CONTACT THE OFFICE OF HUMAN RIGHTS, 400 SOUTH FORT HARRISON AVENUE, SUITE 500, CLEARWATER, FLORIDA 33756, (727) 464-4062 (VOICE/TDD).

KEN BURKE, CLERK TO  
THE BOARD OF COUNTY COMMISSIONERS  
By: Cynthia N. Haumann, Deputy Clerk

No. 4  
BCC 11-08-11  
9:31 A.M. BURGESS/Wardia

- # 4 Resolution No. 11-175 adopted appropriating unanticipated fund balance and realigning reserves in the Fiscal Year 2012 General Fund and Business Technology Services Fund budgets.

Motion - Commissioner Brickfield  
Second - Commissioner Welch

In response to query by Commissioner Welch, Administrator LaSala explained the verbiage in the agenda memorandum relating to the increase in the Fiscal Year 2012 Parks and Conservation Resources budget for Creative Pinellas, Inc.

Vote - 5 – 0