



City of Gainesville

Finance Department

To: Lee R. Feldman, ICMA-CM, City Manager

Via: Fred Murry, Assistant City Manager *Fredrick J Murry*
Fredrick J Murry (Mar 16, 2021 11:05 AM)

From: Cintya Ramos, Finance Director *CR*

Date: March 15, 2021

Re: First Amendment to the FY 2021 General Government Financial and Operating Plan

The General Government Financial and Operating Plan which includes budgets for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Proprietary Funds, and Fiduciary Funds for Fiscal Year 2021 was adopted by the Mayor and City Commission on September 24, 2020, through Resolution No. 200316.

Section 166.241(4)(c), Florida Statutes, requires that a municipality's budget amendment must be adopted in the same manner as its original budget.

Examples of recommended actions within the budget amendment are:

- Transfers between funds;
- Transfers between capital and operating budgets;
- Transfers between capital projects;
- Acceptance and appropriation of grant funding;
- Amendment to staffing level;
- Appropriation from fund balance; and
- Appropriation for modified revenue and related expenditures.

Staff recommends the City Commission amend the FY 2021 General Government Financial and Operating Plan by approving the following transfers and appropriations. Additional detail on these carryforward and new appropriations can be found in Attachment A.

GENERAL FUND AMENDMENT

The General Fund accounts for those resources and their uses traditionally associated with government, which are not required to be budgeted and accounted for in another fund. The General Fund is the City's only major fund.

The transition from one fiscal year to the next typically results in encumbrances or appropriations that must be carried forward in order to meet contractual agreements or to complete projects that were not finished by year end. For FY 2020, these transactions represent \$5.2 million worth of appropriations. Additionally, this budget amendment recognizes \$45,986 of new revenue appropriations primarily driven by additional revenue expected from the Catalyst lease (\$45,000), as shown in the following table.

GENERAL FUND				
	FY2021 Adopted Budget	FY2020 Carryforward	FY2021 Recommended Amendments	FY2021 Q1 Recommended Budget
Revenues				
Property Taxes	38,619,660	0	0	38,619,660
Other Taxes	20,282,963	0	0	20,282,963
Licenses and Permits	9,159,715	0	0	9,159,715
Intergovernmental	13,125,717	0	0	13,125,717
Charges For Services	14,236,612	0	0	14,236,612
Fines and Forfeitures	888,340	0	0	888,340
Miscellaneous Revenues	1,293,358	0	45,000	1,338,358
Transfers	1,930,144	0	0	1,930,144
General Fund Transfer	38,285,013	0	0	38,285,013
Use of Fund Balance	0	5,245,927	986	5,246,913
TOTAL REVENUES	137,821,522	5,245,927	45,986	143,113,435
Expenditures				
Budget & Finance	3,706,241	61,781		3,768,022
Capital Asset Planning & Economic Resilience	401,782	4,000		405,782
City Attorney	1,639,099	442		1,639,541
City Auditor	929,673	0		929,673
City Clerk	1,437,410	4,394		1,441,804
City Commission	470,530	0		470,530
City Manager	1,430,966	0		1,430,966
Combined Communications Center	4,046,565	0		4,046,565
Communications & Engagement	1,066,439	0		1,066,439
Equity & Inclusion	1,408,154	289,539		1,697,693
Facilities Management	3,281,309	0		3,281,309
Fire Rescue	20,189,011	0		20,189,011
Housing and Community Development	311,718	76,307		388,025
Human Resources	2,796,803	14,478		2,811,281
Parks, Recreation & Cultural Affairs	13,151,940	24,511		13,176,451
Police	36,552,548	12,176	(5,741)	36,558,983
Public Works	9,848,935	479,616		10,328,551
Risk Management	7,933			7,933
Strategic Initiatives	1,253,888			1,253,888
Sustainable Development	3,443,197	355,261		3,798,458
Technology & Innovation	3,427,837	0		3,427,837
Transportation & Mobility	3,551,500	27,654		3,579,154
Non-Departmental	23,447,154	3,895,768	51,726	27,394,648
Transfer to Fund Balance	20,889	0		20,889
TOTAL EXPENDITURES	137,821,522	5,245,927	45,985	143,113,434

FY 2020 encumbrances and/or appropriations carried forward include:

- \$3.6 million for Total Rewards (Citywide)
- \$290,000 for Equity Toolkit (Equity & Inclusion)
- \$257,000 for utility payments (Public Works)
- \$150,000 for Rental Housing Program implementation (Sustainable Development)

- \$120,000 for one-time increments: Early Learning Coalition, crosswalk painting and afterschool programs (Non-Departmental)
- \$50,000 for Broadband Feasibility Study (Technology & Innovation)
- \$50,000 for financial reporting support (Budget and Finance)
- \$44,000 for Comprehensive Plan Engagement (Sustainable Development)
- \$26,300 for Affordable Housing Action Plan (Housing and Community Development)

SPECIAL REVENUE FUND AMENDMENT

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are restricted to expenditures for specific purposes. This includes grant funds such as Community Development Block Grant, trust funds such as the Consolidated CRA Trust, and other miscellaneous restricted revenues such as the State & Federal Law Enforcement Contraband Forfeiture funds.

Carryforward appropriations for the Special Revenue Fund total \$34.4 million and includes \$58,901 of new appropriations. Additionally, increases in revenue projections offset the originally budgeted use of fund balance across the Special Revenue Funds:

- \$50,895 in grant funding from the United States Department of Agriculture Natural Resources Conservation Service Community Compost and Food Waste Reduction Project for the two-year Gainesville Pilot Composting Program ([City Agenda Item #200015](#))
- \$233,248 in additional revenue in the Charges for Services category primarily driven by One-Stop operations and Transportation Mobility Program Area fees
- \$78,869 in additional revenue from transfers in from other funds

SPECIAL REVENUE FUND				
Revenues	FY2021 Adopted Budget	FY2020 Carryforward	FY2021 Recommended Amendments	FY2021 Q1 Recommended Budget
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental	2,081,652	0	50,895	2,132,547
Charges For Services	1,092,342	0	233,248	1,325,590
Fines and Forfeitures	40,000	0	0	40,000
Miscellaneous Revenues	4,522,040	0	7,255	4,529,295
Transfers	5,577,774	0	78,689	5,656,463
Use of Fund Balance	0	34,404,405	(311,186)	34,093,219
TOTAL REVENUES	13,313,808	34,404,405	58,901	47,777,114

FY 2020 encumbrances and/or appropriations carried forward include:

- \$5 million in the Miscellaneous Grant Fund for programs such as: Federal Department of Transportation Regional Incentive Program (TRIP) grant, Federal Emergency Management Agency (FEMA) Staffing For Adequate Fire and Emergency Response (SAFER) grant, supportive housing grants, bike paths/trails, sediment removal and ditch repairs, domestic violence grants and research grants awards
- \$4.8 million in the Transportation and Concurrency Exception Area Fund for projects not yet completed

- \$4.2 million for the College Park / University Heights Redevelopment
- \$3.6 million for Gainesville Community Reinvestment Area Projects
- \$3.56 million in the Downtown Redevelopment Trust Fund for various projects
- \$2.48 million in various special revenue programs
- \$2 million for the Supportive Housing Initiatives Partnership (SHIP) Fund
- \$2 million in the Community Development Block Grant (CDBG) Fund for various projects such as City Housing Programs, Block Grants, reprogrammed COVID-19 emergency assistance
- \$1.8 million in the HOME Investment Partnerships Program (HOME) Fund for various projects such as the City Homeowner Rehabilitation Program and City housing programs
- \$756,000 for the Contingency Reserve for Declared Emergencies
- \$575,000 for the affordable housing units at Heartwood
- \$435,000 for the Small Business Loan Fund
- \$236,500 for the Tree Mitigation Fund for continuation of the Urban Forestry Program and other projects

DEBT SERVICE FUND AMENDMENT

Debt Service Funds are used to account for the accumulation of resources for the payment of general long-term debt principal and interest.

The Debt Service fund amendment is an adjustment for additional transfer from the General Fund to match the final debt service schedule for the FY 2021 fiscal year.

DEBT SERVICE FUND				
Revenues	FY2021 Adopted Budget	FY2020 Carryforward	FY2021 Recommended Amendments	FY2021 Q1 Recommended Budget
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental	0	0	0	0
Charges For Services	0	0	0	0
Fines and Forfeitures	0	0	0	0
Miscellaneous Revenues	1,111,000	0	0	1,111,000
Transfers	14,825,149	0	985	14,826,135
Use of Fund Balance	0	0	0	0
TOTAL REVENUES	15,936,149	0	985	15,937,135

CAPITAL PROJECT FUNDS AMENDMENT

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds and Trust Funds).

Carryforward appropriations for the Capital Project Fund total \$29.9 million and includes \$778,787 of new appropriations. Transfers in of \$1.28 million are primarily driven by a \$1.1 million transfer in from the Capital Improvement Revenue Note of 2020.

FY 2020 encumbrances and/or appropriations carried forward include:

- \$11.7 million of Wild Space Public Places capital projects
- \$7.6 million for general capital projects including:
 - \$1.5 million for the purchase of land for a new Fire Station #9
 - \$1.1 million transfer to the Technology Capital Improvement Fund for the ERP Project ([Commission Item #200377](#))
 - \$1.01 million for the LED Streetlight Upgrade project
 - \$900,000 for the City Hall roof replacement
 - \$335,000 for sidewalk construction
 - \$250,000 for the Vision Zero project
 - \$213,200 for the Bivens Arm Marsh Restoration
- \$3.4 million in the Technology Capital Improvement Fund for expenses primarily related to the ERP project and the GRU IT Contract
- \$2.9 million for capital projects funded by the Additional 5 Cent Local Option Gas Tax such as the SW 62nd Boulevard Reconstruction
- \$2.7 million for Additional 5 Cent Gas Tax capital projects such as the SE 4th Street project
- \$1.4 million for the Roadway Resurfacing Program

CAPITAL PROJECTS FUND				
Revenues	FY2021 Adopted Budget	FY2020 Carryforward	FY2021 Recommended Amendments	FY2021 Q1 Recommended Budget
Taxes	8,400,860	0	0	8,400,860
Licenses and Permits	0	0	0	0
Intergovernmental	0	0	0	0
Charges For Services	0	0	0	0
Fines and Forfeitures	0	0	0	0
Miscellaneous Revenues	0	0	0	0
Transfers	5,035,601	27,466	1,278,368	6,341,436
Use of Fund Balance	0	29,843,945	(499,581)	29,344,364
TOTAL REVENUES	13,436,461	29,871,411	778,787	44,086,660

PROPRIETARY FUNDS AMENDMENT

Proprietary Funds (Enterprise and Internal Service) are used to account for operations:

- That are financed and operate in a manner similar to private business enterprises - where the intent of the governing body is that the costs of providing goods/services to the general public on a continuing basis be financed or recovered primarily through user charges; or
- Where the governing body has decided that periodic determination of revenues earned, expense incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

The City Proprietary Funds are comprised of the following:

- Enterprise: Building Code Enforcement, Regional Transit System, Solid Waste Collection and Stormwater Management

- Internal Service: Employee's Health and Accidental Benefits, Fleet Management & Replacement and General Insurance

Carryforward appropriations for the Proprietary Funds total \$37.5 million and includes \$8.7 million of new appropriations. The new appropriation includes \$9.9 million in additional federal grant funding in the Regional Transit System comprised of \$6 million from the CARES Act and \$3.48 million from the Federal Transit Authority Urbanized Area Formula Funding program. The reduction in the use of fund balance is driven by changes in the Stormwater Management Capital Surcharge Fund due to completion of projects.

PROPRIETARY FUNDS				
Revenues	FY2021 Adopted Budget	FY2020 Carryforward	FY2021 Recommended Amendments	FY2021 Q1 Recommended Budget
Taxes	2,876,343	0	0	2,876,343
Licenses and Permits	2,183,397	0	0	2,183,397
Intergovernmental	13,025,423	0	9,999,220	23,024,643
Charges For Services	34,464,043	0	0	34,464,043
Fines and Forfeitures	15,482,280	0	0	15,482,280
Miscellaneous Revenues	31,701,615	0	0	31,701,615
Transfers	1,316,240	0	62,883	1,379,123
Use of Fund Balance	0	37,464,326	(1,300,799)	36,163,527
TOTAL REVENUES	101,049,341	37,464,326	8,761,304	147,274,971

FY 2020 encumbrance and/or appropriations carried forward include:

- \$19.75 million of RTS projects and expenses
- \$7.9 million of Stormwater Management Fund related expenses and projects
- \$2.5 million for the Fleet Replacement and Management Funds for vehicle purchases and other expenses
- \$893,000 for the Employee's Health and Accidental Benefits fund for Risk Management expenses
- \$800,000 of Solid Waste Fund related expenses and projects

FIDUCIARY FUNDS AMENDMENT

Pension & OPEB Trust Funds (Fiduciary Funds) are used to account for public employee retirement systems and other post-employment benefit trust funds. The City Fiduciary Funds are comprised of the following:

- Pension funds: General Employees' Pension Plan and the Police Officers' & Firefighters' Pension Plan, 401a Qualified Pension Plan
- OPEB Trusts: Retiree Health Insurance Trust

The Fiduciary Funds amendment is an adjustment for additional transfer from the Retiree Health Insurance Trust fund balance for to cover rollover expenses from prior fiscal year.

FIDUCIARY FUNDS				
	FY2021 Adopted Budget	FY2020 Carryforward	FY2021 Recommended Amendments	FY2021 Q1 Recommended Budget
Revenues				
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental	0	0	0	0
Charges For Services	0	0	0	0
Fines and Forfeitures	0	0	0	0
Miscellaneous Revenues	111,228,500	0	0	111,228,500
Transfers	0	0	0	0
Use of Fund Balance	0	308,966	0	308,966
TOTAL REVENUES	111,228,500	308,966	0	111,537,466