



Interoffice Memorandum

AGENDA ITEM

December 8, 2017

TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

FROM: Kurt N. Petersen, Manager, Office of Management & Budget *K.N.P.*

SUBJECT: Consent Agenda Items for January 9, 2018  
Budget Amendments #18-05, #18-06, #18-07, #18-08, #18-09, #18-10,  
#18-11, #18-12, #18-13, and #18-14

Provided for Board approval are copies of the budget amendments processed by the Office of Management and Budget.

**ACTION REQUESTED: Approval of budget amendments #18-05, #18-06, #18-07, #18-08, #18-09, #18-10, #18-11, #18-12, #18-13, and #18-14.**

KP/vh

Attachments



# Interoffice Memorandum

APPROVED BY ORANGE  
COUNTY BOARD OF COUNTY  
COMMISSIONERS

AGENDA ITEM

BCC Mtg. Date: January 9, 2018

December 6, 2017

TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

FROM: Kurt N. Petersen, Manager, Office of Management and Budget *K. Petersen*

SUBJECT: Consent Agenda Item for January 9, 2018  
Budget Amendment #18-05, Fund #7703  
Neighborhood Stabilization Program 3 – NSP3  
Agreement #B-11-UN-12-0012  
Housing and Community Development Division/Community,  
Environmental and Development Services Department

On March 17, 2011, the Board of County Commissioners approved the Neighborhood Stabilization Program 3 (NSP3), awarded by U.S. Department of Housing and Urban Development (HUD) in the amount of \$11,551,158. In preparation for the NSP3 grant close-out, the Housing and Community Development Division recognized the HUD requirement to record 25% of expenditures for Very Low Income (VLI) families. The VLI determination requires an adjustment in the budget in the amount of \$1,032,110 for prior fiscal year expenditures.

Therefore, in accordance with Section 129.06(2)(d), Florida Statutes, it is recommended that the following accounts be adjusted by the amounts shown.

## Revenues:

Account Number	Classification	Amount
7703-068-7942-6855	Refund Prior Year Oper Expd	\$ 1,032,110
	<b>TOTAL REVENUES</b>	<b>\$ 1,032,110</b>

## Expenditures:

Account Number	Classification	Amount
3JN-7703-068-7946-3219	Residential Rehab Construction	
	Assistance	\$ 401,765
3JN-7703-068-7946-4490	Affordable Housing	630,345
	<b>TOTAL EXPENDITURES</b>	<b>\$ 1,032,110</b>

*pm*

KP/PM/vh

c: County Administrator  
Clerk of the Board of County Commissioners  
Finance  
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## Interoffice Memorandum

APPROVED BY ORANGE  
COUNTY BOARD OF COUNTY  
COMMISSIONERS

## AGENDA ITEM

BCC Mtg. Date: January 9, 2018

December 6, 2017

TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

*Kurt N. Petersen*  
for

FROM: Kurt N. Petersen, Manager, Office of Management and Budget

SUBJECT: Consent Agenda Item for January 9, 2018  
Budget Amendment #18-06, Fund #7709  
Neighborhood Stabilization Program 3 – NSP3 Escrow  
Housing and Community Development Division/Community,  
Environmental and Development Services Department

On January 26, 2016, the Board of County Commissioners approved the Neighborhood Stabilization Program 3 (NSP3), awarded by U.S. Department of Housing and Urban Development (HUD) with an estimated budget of \$11,500,000. In preparation for the NSP3 grant close-out, the Housing and Community Development Division recognized the HUD requirement to record 25% of expenditures for Very Low Income (VLI) families. The VLI determination requires an adjustment in the budget in the amount of \$550,091 for prior fiscal year expenditures. In addition, the program currently has six properties in inventory, and it is expected to generate additional program income of \$300,000. The funds will allow the grant to continue rehabilitating homes under the NSP3 program. The budget amendment adjustments and program income is for a total increase of \$850,091.

Therefore, in accordance with Section 129.06(2)(d), Florida Statutes, it is recommended that the following accounts be adjusted by the amounts shown.

### Revenues:

Account Number	Classification	Amount
7709-068-7940-6870	Grants Project Income – Miscellaneous	\$ 300,000
7709-068-7942-6855	Refund Prior Year Operating Expenditures	550,091
	<b>TOTAL REVENUES</b>	<u>\$ 850,091</u>

### Expenditures:

Account Number	Classification	Amount
4JE-7709-068-7940-1120	Regular Salaries and Wages	\$ 18,400
4JE-7709-068-7940-2110	FICA Taxes	1,400
4JE-7709-068-7940-2120	Retirement Contribution	1,400
4JE-7709-068-7940-2130	Life and Health Insurance	2,800
4JF-7709-068-7940-3125	Indirect Costs	2,500

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**Expenditures:**

<b>Account Number</b>	<b>Classification</b>	<b>Amount</b>
4JG-7709-068-7940-3620	Leases - Buildings/Structures	\$ 3,500
4JN-7709-068-7946-3197	Contractual Services	270,000
4JN-7709-068-7946-3219	Residential Rehab Construction Assistance	162,119
4JN-7709-068-7946-4490	Affordable Housing	387,972
	<b>TOTAL EXPENDITURES</b>	<u>\$ 850,091</u>

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c: County Administrator

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# Interoffice Memorandum

APPROVED BY ORANGE  
COUNTY BOARD OF COUNTY  
COMMISSIONERS

## AGENDA ITEM

BCC Mtg. Date: January 9, 2018

December 7, 2017

TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

FROM: Kurt N. Petersen, Manager, Office of Management and Budget

SUBJECT: Consent Agenda Item for January 9, 2018  
Budget Amendment #18-07, Fund #7705  
Neighborhood Stabilization Program Escrow- NSP Escrow  
Housing and Community Development Division/Community,  
Environmental and Development Services Department

On April 5, 2016, the Board of County Commissioners approved an estimated budget for the Neighborhood Stabilization Program Escrow (NSP Escrow) in the amount of \$17,600,000. The program is expected to generate additional program income of \$1,200,000. This grant addresses the need of neighborhoods affected by a high number of foreclosures. The program rehabilitates and sells foreclosed homes to qualifying families. The funds received from the sales of foreclosed homes are used for the continuation of the program until funds have been depleted. The budget increase of \$1,200,000 allows the Housing and Community Development Division the ability to budget program income for anticipation of selling the remaining inventory of houses.

Therefore, in accordance with Section 129.06(2)(d), Florida Statutes, it is recommended that the following accounts be adjusted by the amounts shown.

### Revenues:

Account Number	Classification	Amount
7705-068-7679-6870	Grants Project Income – Miscellaneous	\$ 1,200,000
	<b>TOTAL REVENUES</b>	<u>\$ 1,200,000</u>

### Expenditures:

Account Number	Classification	Amount
2JE-7705-068-7679-1120	Regular Salaries and Wages	\$ 80,100
2JE-7705-068-7679-2110	FICA Taxes	6,200
2JE-7705-068-7679-2120	Retirement Contribution	7,000
2JE-7705-068-7679-2130	Life and Health Insurance	10,500
2JG-7705-068-7679-3125	Indirect Costs	5,000
2JH-7705-068-7679-3620	Leases - Buildings/Structures	9,000
2JH-7705-068-7679-3825	Internal Fleet Management Charges	2,200

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December 7, 2017  
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**Expenditures:**

<b>Account Number</b>	<b>Classification</b>	<b>Amount</b>
2JM-7705-068-7683-3219	Residential Rehab Construction	\$ 260,000
	Assistance	
2JQ-7705-068-7687-4490	Affordable Housing	820,000
	<b>TOTAL EXPENDITURES</b>	<u>\$ 1,200,000</u>

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December 7, 2017

TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

FROM: Kurt N. Petersen, Manager, Office of Management and Budget

SUBJECT: Consent Agenda Item for January 9, 2018  
Budget Amendment #18-08, Fund #7027  
Low Income Home Energy Assistance Program (LIHEAP)  
Contract # 17EA-0F12-00-01-022  
Community Action Division/Family Services Department

On June 6, 2017, the Board of County Commissioners approved the budget for the Low Income Home Energy Assistance Program (LIHEAP) in the amount of \$2,899,629. The U.S. Department of Health and Human Services, through the Florida Department of Economic Opportunity, modified the award to the amount of \$3,271,105, which represents an increase in the amount of \$371,476.

Therefore, in accordance with Section 129.06(2)(d), Florida Statutes, it is recommended that the following accounts be adjusted by the amounts shown.

### Revenues:

Account Number	Classification	Amount
7027-062-7481-3140	Health and Human Services	\$ 371,476
	<b>TOTAL REVENUES</b>	<b>\$ 371,476</b>

### Expenditures:

Account Number	Classification	Amount
8QQ-7027-062-7482-1120	Regular Salaries and Wages	\$ 2,693
8QQ-7027-062-7482-2110	FICA Taxes	211
8QQ-7027-062-7482-2120	Retirement Contribution	494
8QQ-7027-062-7482-2130	Life and Health Insurance	5,790
8QT-7027-062-7482-3125	Indirect Costs	16,068
8QR-7027-062-7482-3410	Local Travel	259
8QR-7027-062-7482-3530	Toll Charges	24
8QR-7027-062-7482-3820	Maintenance of Equipment	725
8QR-7027-062-7482-4030	Training Costs	275
8QR-7027-062-7482-4110	Office Supplies	3,216
8QR-7027-062-7482-4120	Computer Software	320
8QR-7027-062-7482-4123	Equipment < \$1,000	500

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**Expenditures:**

<b>Account Number</b>	<b>Classification</b>	<b>Amount</b>
8QN-7027-062-7482-6438	Computer Equipment > \$500	\$ 1,000
8QU-7027-062-7483-1120	Regular Salaries and Wages	3,104
8QU-7027-062-7483-1130	Other Salaries and Wages	25,257
8QU-7027-062-7483-2110	FICA Taxes	2,430
8QU-7027-062-7483-2120	Retirement Contribution	1,008
8QV-7027-062-7483-3170	Janitorial Service and Supplies	500
8QV-7027-062-7483-3823	Maintenance of Computer Equipment	500
8QV-7027-062-7483-4110	Office Supplies	4,000
8QV-7027-062-7483-4115	Miscellaneous Operating Supplies /Program Expenses	500
8QV-7027-062-7483-4123	Equipment <\$1,000	1,373
8QW-7027-062-7484-3215	Welfare Payments	146,900
8QX-7027-062-7486-3215	Welfare Payments	146,899
8QY-7027-062-7487-3215	Welfare Payments	7,430
	<b>TOTAL EXPENDITURES</b>	<b>\$ 371,476</b>

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COMMISSIONERS

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TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

FROM: Kurt N. Petersen, Manager, Office of Management and Budget

SUBJECT: Consent Agenda Item for January 9, 2018  
Budget Amendment #18-09, Fund #7036  
Weatherization Assistance Program (WAP)  
Agreement # 17WX-0G-06-58-08-025  
Community Action Division/Family Services Department

On September 22, 2016, the Board of County Commissioners approved the estimated budget for the Weatherization Assistance Program (WAP) in the amount of \$635,481. The U.S. Department of Health and Human Services, through the Florida Department of Economic Opportunity, has awarded the grant in the amount of \$523,779, which represents a decrease in the amount of \$111,702.

Therefore, in accordance with Section 129.06(2)(d), Florida Statutes, it is recommended that the following accounts be adjusted by the amounts shown.

### Revenues:

Account Number	Classification	Amount
7036-062-7457-3140	Health and Human Services	\$ (111,702)
	<b>TOTAL REVENUES</b>	<u>\$ (111,702)</u>

### Expenditures:

Account Number	Classification	Amount
8HH-7036-062-7457-1140	Overtime	\$ (1,004)
8HG-7036-062-7457-3125	Indirect Costs	(6,929)
8HE-7036-062-7457-3197	Contractual Services	(10,000)
8HD-7036-062-7457-3219	Residential Rehab Construction Assistance	(92,711)
8HE-7036-062-7457-3420	Out-of-County Travel	(1,058)
	<b>TOTAL EXPENDITURES</b>	<u>\$ (111,702)</u>

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BCC Mtg. Date: January 9, 2018

December 7, 2017

TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

FROM: Kurt N. Petersen, Manager, Office of Management and Budget

SUBJECT: Consent Agenda Item for January 9, 2018  
Budget Amendment #18-10, Fund #8285  
Pine Castle Green Infrastructure  
Contract # P0266  
Planning Division/Community, Environmental and Development  
Services Department

On October 30, 2017, the Board of County Commissioners approved an award from the Florida Department of Economic Opportunity for \$50,000. The funds will create the Pine Castle Green Infrastructure plan in the proposed Pine Castle Urban Infill and Redevelopment area along the South Orange Avenue Corridor.

Therefore, in accordance with Section 129.06(2)(d), Florida Statutes, it is recommended that the following accounts be adjusted by the amounts shown.

### Revenues:

Account Number	Classification	Amount
8285-068-7530-3448	Florida Department of Economic Opportunity	\$ 50,000
	<b>TOTAL REVENUES</b>	<b>\$ 50,000</b>

### Expenditures:

Account Number	Classification	Amount
8JK-8285-068-7530-3197	Contractual Services	\$ 50,000
	<b>TOTAL EXPENDITURES</b>	<b>\$ 50,000</b>

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COMMISSIONERS

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## AGENDA ITEM

December 8, 2017

TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

FROM: Kurt N. Petersen, Manager, Office of Management and Budget *K.N.P.*

SUBJECT: Consent Agenda Item for January 9, 2018  
Budget Amendment #18-11, Fund #7480  
State Homeland Security Grant Program Issue 20  
Contract # 18-DS-X1-06-58-01  
Office of Emergency Management/Fire Rescue Department

The U.S. Department of Homeland Security through the Florida Division of Emergency Management awarded the Orange County Office of Emergency Management a grant for \$14,102. The funds will be used to provide funding for maintenance of equipment, training, and to replace outdated equipment and technology.

Therefore, in accordance with Section 129.06(2)(d), Florida Statutes, it is recommended that the following accounts be adjusted by the amounts shown.

### Revenues:

Account Number	Classification	Amount
7482-034-7660-3182	U.S. Department of Homeland Security	\$ 14,102
	<b>TOTAL REVENUES</b>	<u>\$ 14,102</u>

### Expenditures:

Account Number	Classification	Amount
8NT-7480-034-7660-3125	Indirect Costs	\$ 1,984
8NU-7480-034-7660-3185	Contractual Services - Training	12,118
	<b>TOTAL EXPENDITURES</b>	<u>\$ 14,102</u> <i>pm</i>

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## AGENDA ITEM

BCC Mtg. Date: January 9, 2018

December 8, 2017

TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

FROM: Kurt N. Petersen, Manager, Office of Management and Budget

SUBJECT: Consent Agenda Item for January 9, 2018  
Budget Amendment #18-12, Fund #7474  
Citizen Corps Program  
Office of Emergency Management/Fire Rescue Department

The U.S. Department of Homeland Security, through the Florida Division of Emergency Management and Volunteer Florida, awarded the Orange County Office of Emergency Management the Citizen Corps Program grant for \$7,000. The funds will be used to expand the County's existing program.

Therefore, in accordance with Section 129.06(2)(d), Florida Statutes, it is recommended that the following accounts be adjusted by the amounts shown.

### Revenues:

Account Number	Classification	Amount
7474-034-7132-3182	U.S. Department of Homeland Security	\$ 7,000
	<b>TOTAL REVENUES</b>	<b>\$ 7,000</b>

### Expenditures:

Account Number	Classification	Amount
8QD-7474-034-7132-3125	Indirect Costs	\$ 330
8QE-7474-034-7132-3420	Out-of County Travel	1,050
8QE-7474-034-7132-4030	Training Costs	300
8QE-7474-034-7132-4115	Miscellaneous Operating Supplies /Program Expenses	250
8QE-7474-034-7132-4123	Equipment <\$1,000	2,500
8QE-7474-034-7132-4422	Scholarships, Awards, and Benefits	2,570
	<b>TOTAL EXPENDITURES</b>	<b>\$ 7,000</b>

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AGENDA ITEM

BCC Mtg. Date: January 9, 2018

December 8, 2017

TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

FROM: Kurt N. Petersen, Manager, Office of Management and Budget

SUBJECT: Consent Agenda Item for January 9, 2018  
Budget Amendment #18-13, Fund #7464  
Citizens Emergency Response Team (CERT)  
Office of Emergency Management/Fire Rescue Department

The U.S. Department of Homeland Security, through the Florida Division of Emergency Management and Volunteer Florida, awarded the Orange County Office of Emergency Management the Citizens Emergency Response Team (CERT) program for \$7,000. The funds will be used to conduct planning, training, exercises, and purchase equipment under the CERT program.

Therefore, in accordance with Section 129.06(2)(d), Florida Statutes, it is recommended that the following accounts be adjusted by the amounts shown.

## Revenues:

Account Number	Classification	Amount
7464-034-7081-3182	U.S. Department of Homeland Security	\$ 7,000
	<b>TOTAL REVENUES</b>	<b>\$ 7,000</b>

## Expenditures:

Account Number	Classification	Amount
8QF-7464-034-7081-3125	Indirect Costs	\$ 330
8QG-7464-034-7081-3420	Out-of-County Travel	1,050
8QG-7464-034-7081-4030	Training Costs	300
8QG-7464-034-7081-4115	Miscellaneous Operating Supplies /Program Expenses	250
8QG-7464-034-7081-4123	Equipment <\$1,000	2,500
8QG-7464-034-7081-4412	Promotional Expenses	2,570
	<b>TOTAL EXPENDITURES</b>	<b>\$ 7,000</b>

KP/PM/vh

c: County Administrator  
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# Interoffice Memorandum

APPROVED BY ORANGE  
COUNTY BOARD OF COUNTY  
COMMISSIONERS

BCC Mtg. Date: January 9, 2018

## AGENDA ITEM

December 13, 2017

TO: Mayor Teresa Jacobs  
-AND-  
Board of County Commissioners

FROM: Kurt N. Petersen, Manager, Office of Management and Budget

SUBJECT: Consent Agenda Item for January 9, 2018  
Budget Amendment #18-14, Fund #8150  
Lake Lawne Stormwater Irrigation Program  
Contract #NS007  
Environmental Protection Division/Community, Environmental and  
Development Services Department

*for*

On June 20, 2017, the Board of County Commissioners approved a grant agreement between Orange County and the Florida Department of Environmental Protection for \$899,607. The grant will allow for the construction of a stormwater reuse facility designed to impound stormwater and use it for irrigation within Barnett Park. The Orange County Public Works Department will oversee the project and Orange County Community, Environmental and Development Services Department will administer the grant.

Therefore, in accordance with Section 129.06(2)(d), Florida Statutes, it is recommended that the following accounts be adjusted by the amounts shown.

### Revenues:

Account Number	Classification	Amount
8150-068-2658-3332	Department of Environmental Protection	\$ 899,607
	<b>TOTAL REVENUES</b>	<b>\$ 899,607</b>

### Expenditures:

Account Number	Classification	Amount
8YL-8150-068-2658-6330	Stormwater Structures and Facilities	\$ 899,607
	<b>TOTAL EXPENDITURES</b>	<b>\$ 899,607</b>

*pm*

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