



Legislation Text

File #: 20-734, Version: 1

CITY COUNCIL AGENDA ITEM

Memo Date: October 19, 2020
Agenda Date: November 10, 2020
Prepared By: Lea Malarae, Senior Fiscal Analyst
Through: Rebecca Bowman, Finance Director, MBA, CGFM, CGFO
Requested Action:

Approve a Resolution Amending the FY 2021 Budget, BAF# 21-012 T (2), pertaining to the COVID Payroll Payout through the use of Contingency in Multiple Funds and Police Union Salary Adjustments through the use of General Fund Contingency.

BACKGROUND:

During the Florida COVID-19 shutdown in April, 2020, employees who continued working were provided with additional comp time for their efforts. Due to the City of Cocoa migrating from a weekly payroll to a bi-weekly payroll, employees were offered a one-time payout of their COVID compensation accruals up to certain limits. Budget was placed in the major funds' Contingency accounts to cover the cost of the employee elected COVID accruals payout. Now that the one-time payout of COVID comp time is complete, the exact cost of the payouts are known. It is now necessary to reallocate the budget from the Contingency accounts to the correct payroll account lines.

In addition, during the budget process Administrative Services was negotiating an MOU with the police union regarding wages. Budget was provided in the General Fund Contingency account for the estimated cost of increased union member's payroll expenditures in the amount of \$200,000. The MOU was agreed upon & adopted by City Council at the end of September. The negotiated payroll increases were effective 10/1/20. Now that the actual financial impact to FY20 budget of the salary increases are known, it is necessary to reallocate the budget from the General Fund contingency account to the correct payroll account lines. Important to note, the financial impact exceeds the \$200,000 set aside in Contingency, however, any additional salary needs will be absorbed through position vacancies.

STRATEGIC PLAN CONNECTION:

None

BUDGETARY IMPACT:

Budgeted

Partially

If not budgeted, is amendment/transfer attached? Yes

Budget Adjustment Form **#21-012-T 1 of 2**; COVID Payout Adjustment (See attached spreadsheet listing all detailed transactions)

Amount Requested \$132,703
Account Name General Fund

Amount Requested \$4,084
Account Name Building Permits Fund

Amount Requested \$254
Account Name Cocoa CRA Fund

Amount Requested \$87
Account Name Diamond Square CRA Fund

Amount Requested \$81,502
Account Name Water Sewer Fund

Amount Requested \$2,754
Account Name Stormwater Fund

Budget Adjustment Form **#21-012-T 2 of 2**; Police Department Payroll Adjustment (See attached spreadsheet listing all detailed transactions)

Amount Requested \$200,000
Account Name General Fund Contingency

PREVIOUS ACTION:

N/A

RECOMMENDED MOTION:

Approve a Resolution Amending the FY 2021 Budget, BAF# 21-012 T (2), pertaining to the COVID Payroll Payout through the use of Contingency in Multiple Funds) and Police Union Salary Adjustments through the use of General Fund Contingency.