





Interoffice Memorandum

APPROVED BY ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS

BCC Mtg. Date: September 20, 2016

August 30, 2016

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 September 20, 2016 Budget Amendment #16-57, Fund #8005 Children and Families in Need of Services (CINS/FINS) Youth and Family Services Division/Family Services Department

On September 17, 2015, the Board of County Commissioners approved the estimated budget for the Children and Families in Need of Services Program (CINS/FINS) in the amount of \$1,280,816. The Florida Department of Juvenile Justice, through the Florida Network, awarded this grant \$1,354,622, as well as a renewal of Stop Now and Plan (SNAP), which is a special population youth category, in the amount of \$159,001. This amendment represents an increase of \$232,807.

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

Revenue:

Table with 3 columns: Account Number, Classification, Amount. Rows include 8005-062-7260-3422, 8005-062-7262-3422, and TOTAL REVENUE.

Expenditures:

Table with 3 columns: Account Number, Classification, Amount. Rows include 9RQ-8005-062-7260-1130, 9RQ-8005-062-7260-2110, 9RQ-8005-062-7260-2120, 9RQ-8005-062-7260-2130, 9RS-8005-062-7260-3197, and 9RS-8005-062-7260-3823.

**Expenditures:**

<b>Account Number</b>	<b>Classification</b>	<b>Amount</b>
9RT-8005-062-7260-4123	Equipment < \$1,000	\$ 688
9RV-8005-062-7261-1120	Regular Salaries and Wages	6,263
9RV-8005-062-7261-2110	FICA Taxes	480
9RV-8005-062-7261-2120	Retirement Contribution	1,796
9RV-8005-062-7261-2130	Life and Health Insurance	8,800
9RW-8005-062-7261-3197	Contractual Services	4,732
9RW-8005-062-7261-3410	Local Travel	500
9RW-8005-062-7261-3420	Out-of-County Travel	350
9RW-8005-062-7261-3530	Toll Charges	200
9RW-8005-062-7261-3910	Graphic Reproduction Services	500
9RW-8005-062-7261-4030	Training Costs	500
9RW-8005-062-7261-4412	Promotional Expenses	1,146
9RW-8005-062-7261-4418	Educational Assistance Program	(4,732)
9SG-8005-062-7262-1120	Regular Salaries and Wages	80,055
9SG-8005-062-7262-1130	Other Salaries and Wages	4,000
9SG-8005-062-7262-1140	Overtime	1,500
9SG-8005-062-7262-2110	FICA Taxes	8,457
9SG-8005-062-7262-2120	Retirement Contribution	8,013
9SG-8005-062-7262-2130	Life and Health Insurance	30,600
9SI-8005-062-7262-3125	Indirect Costs	8,427
9SF-8005-062-7262-3185	Contractual Services - Training	200
9SF-8005-062-7262-3192	Software Licensing /Support /Training Fee	400
9SF-8005-062-7262-3197	Contractual Services	500
9SF-8005-062-7262-3410	Local Travel	2,000
9SF-8005-062-7262-3420	Out-of-County Travel	800
9SF-8005-062-7262-3510	Postage and Messenger Services	125
9SF-8005-062-7262-3530	Toll Charges	200
9SF-8005-062-7262-3610	Rental of Equipment /Miscellaneous Items	1,200
9SF-8005-062-7262-3720	Communications	1,520
9SU-8005-062-7262-3823	Maintenance of Computer Equipment	150
9SF-8005-062-7262-3910	Graphic Reproduction Services	1,000
9SF-8005-062-7262-4030	Training Costs	800
9SF-8005-062-7262-4040	License and Certification Fees	162
9SF-8005-062-7262-4110	Office Supplies	1,000
9SF-8005-062-7262-4115	Miscellaneous Operating Supplies /Program Expenses	500
9SF-8005-062-7262-4120	Software <\$1,000	750
9SF-8005-062-7262-4121	Computer Equipment < \$500	300

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**Expenditures:**

<b>Account Number</b>	<b>Classification</b>	<b>Amount</b>
9SF-8005-062-7262-4135	Food and Dietary	\$ 4,021
9SF-8005-062-7262-4418	Educational Assistance Program	730
9SY-8005-062-7262-4482	Self Insurance Property Casualty	1,091
9SL-8005-062-7262-6410	Equipment	500
	<b>TOTAL EXPENDITURES</b>	<u>\$ 232,807</u>

*pm*

KP/PM/vh

c: County Administrator  
Clerk of the Board of County Commissioners  
Finance  
File



Interoffice Memorandum

August 31, 2016

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 September 20, 2016  
Budget Amendment #16-58, Fund #7016  
HIV Emergency Relief Project Grants  
Agreement #6 H89HA00030-23-01  
Ryan White Office/Health Services Department

On September 17, 2015, the Board of County Commissioners approved an estimated budget for the HIV Emergency Relief Grant in the amount of \$9,510,211. The U.S. Department of Health and Human Services approved the grant award in the amount of \$9,796,810. In addition, the grant expects to receive an estimated program income of \$250,000, which represents a total grant increase of \$536,599.

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:**

<b>Account Number</b>	<b>Classification</b>	<b>Amount</b>
7016-060-7296-3140	Health and Human Services	\$ 286,599
7016-060-7310-6870	Grant Project Income	
	- Miscellaneous	250,000
	<b>TOTAL REVENUES</b>	<u>\$ 536,599</u>

**Expenditures:**

<b>Account Number</b>	<b>Classification</b>	<b>Amount</b>
8BP-7016-060-7305-3197	Contractual Services	\$ 133,364
8BP-7016-060-7305-3420	Out-of-County Travel	10,000
8BP-7016-060-7305-4030	Training Costs	5,000
8BE-7016-060-7307-3197	Contractual Services	263,235
8CH-7016-060-7310-4139	Medicine and Drugs	125,000
	<b>TOTAL EXPENDITURES</b>	<u>\$ 536,599</u>

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August 31, 2016

TO: Mayor Teresa Jacobs  
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 Board of County Commissioners

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

SUBJECT: Consent Agenda Item for September 20, 2016  
 Budget Amendment #16-59, Fund #7056  
 Community Services Block Grant (CSBG)  
 Agreement # 16SB-0D-12-00-01-019  
 Community Action Division/Family Services Department

On January 26, 2016, the Board of County Commissioners approved a budget for the Community Services Block Grant (CSBG) in the amount of \$805,022. The U.S. Department of Health & Human Services, through the Florida Department of Economic Opportunity, awarded modification no. 1 for carry-over dollars from FY15 in the amount of \$36,556 and a base increase of \$124,488, which represents a total increase of \$161,044. The CSBG is a federal grant designed to assist low-income families and individuals whose income is at or below 125% of the Federal Poverty Level to become more self-sufficient.

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:**

<b>Account Number</b>	<b>Classification</b>	<b>Amount</b>
7056-062-7540-3140	Health and Human Services	\$ 161,044
	<b>TOTAL REVENUES</b>	<u>\$ 161,044</u>

**Expenditures:**

<b>Account Number</b>	<b>Classification</b>	<b>Amount</b>
7GF-7056-062-7541-3197	Contractual Services	\$ 6,000
7GF-7056-062-7541-3410	Local Travel	248
7GF-7056-062-7541-3420	Out-of-County Travel	7,228
7GF-7056-062-7541-4030	Training Costs	2,501
7GF-7056-062-7541-4482	Self-Insurance Charges (Property/Casualty)	497
7GH-7056-062-7542-1120	Regular Salaries and Wages	16,970
7GH-7056-062-7542-1130	Other Salaries and Wages	254
7GH-7056-062-7542-2110	FICA Taxes	1,318
7GH-7056-062-7542-2120	Retirement Contribution	1,232

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**Expenditures:**

<b>Account Number</b>	<b>Classification</b>	<b>Amount</b>
7GH-7056-062-7542-2130	Life and Health Insurance	1,945
7JG-7056-062-7542-3530	Toll Charges	500
7JG-7056-062-7542-3910	Graphic Reproduction Services	1,500
7JG-7056-062-7542-4030	Training Costs	1,585
7JG-7056-062-7542-4120	Software <\$1,000	420
7JG-7056-062-7542-4123	Equipment <\$1,000	1,000
7JG-7056-062-7542-4412	Promotional Expenses	13,075
7GP-7056-062-7545-2130	Life and Health Insurance	2,083
7GM-7056-062-7545-3215	Welfare Payments	3,000
7GM-7056-062-7545-3216	Rental Assistance Payments	6,000
7GM-7056-062-7545-3225	Child Care	25,500
7GM-7056-062-7545-4115	Miscellaneous Operating Supplies/Program Expenses	68,188

**TOTAL**  
**EXPENDITURES**      \$ 161,044



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