

**RESOLUTION 16-64**

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA; AUTHORIZING A BUDGET AMENDMENT TO PROVIDE FOR THE RECEIPT OF AN ADDITIONAL \$35,000 FROM THE FDOT COMPREHENSIVE TRAFFIC ENFORCEMENT GRANT; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

WHEREAS, the City has received notification of approval to an amendment of the City's FDOT Comprehensive Traffic Enforcement Grant (CTEP) PT-16-12-01 for an additional amount of \$35,000 for overtime salaries and benefits; and

WHEREAS, a budget amendment is necessary to reflect the increased revenue to be received from the grant, and the expenditure of for the purposes requested in the grant agreement.

NOW THEREFORE BE IT RESOLVED by the City of Panama City Beach, Florida that:

1. The following budget amendment #21 is adopted for the City of Panama City Beach, Florida, for the fiscal year beginning October 1, 2015, and ending September 30, 2016, as shown in and in accordance with the attached and incorporated Exhibit A, to reflect the revenue to be received from the CTEP Grant and its expenditure for the purposes stated therein.
2. This Resolution shall take effect immediately upon passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Council of the City of Panama City Beach, Florida, this 14<sup>th</sup> day of April, 2016.

CITY OF PANAMA CITY BEACH

By

  
GAYLE F. OBERST, MAYOR

ATTEST:

  
DIANE FOWLER, CITY CLERK

# Panama City Beach Police Department

17110 Firenzo Street  
Panama City Beach, Florida 32413-2128  
(850) 233-5000 Fax (850)233-5013

[www.beachpolice.org](http://www.beachpolice.org)

**To: Mario Gisbert  
City Manager**

**From: Drew R. Whitman  
Chief of Police**

**Date: March 28<sup>th</sup>, 2016**

**Subject: City Council Agenda Item – Budget Amendment FDOT Grant increase**

I would like to respectfully request the following budget amendment be placed on the agenda for the upcoming City Council meeting on Thursday, April 14<sup>th</sup>, 2016, for consideration by the City Council.

I am requesting the City Council to approve a budget amendment in the amount of \$35,000 to the PCBPD Comprehensive Traffic Enforcement Program subgrant (CTEP) PT-16-12-01. This increase of \$35,000 was approved by the FDOT Safety Office on March 23, 2016, which brings the total grant award to \$100,000 for overtime salaries and benefits for saturation enforcement activities.

Thank you for your consideration in this request.

Respectfully,



Drew R. Whitman  
Chief of Police

cc: City Council members  
Jo Smith  
Holly White



*Florida Department of Transportation*

RICK SCOTT  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

JIM BOXOLD  
SECRETARY

March 23, 2016

Chief Drew R. Whitman  
City of Panama City Beach Police Department  
17110 Firenzo Avenue  
Panama City Beach, FL 32413

RE: PCBPD Comprehensive Traffic Enforcement Program  
Project Number: PT-16-12-01  
DOT Contract Number: G0515

Dear Chief Whitman:

This letter is in response to your attached request to amend the referenced highway safety subgrant, which will *increase* the award amount for this project from *\$65,000 to \$100,000*. It is understood that the changes requested on this project will contribute to your agency's efforts in accomplishing the goals and objectives of the subgrant.

The modifications listed in your attached request are hereby approved and listed as *Amendment #2* to the referenced subgrant. Please place copies of the amended pages and your amendment request letter that explains the changes in your permanent project file.

We look forward to continuing to work with you on this project. If you have any questions or need assistance, please contact Pete Cohen at (850) 414-4026.

Sincerely,

Chris Craig, CPM  
Traffic Safety Administrator

CC/pc  
Enclosures

# Panama City Beach Police Department

17110 Firenzo Street  
Panama City Beach, Florida 32413-2128  
(850) 233-5000 Fax (850) 233-5013

[www.beachpolice.org](http://www.beachpolice.org)

Approved by the DOT Safety Office

By: Chris Craig  
Traffic Safety Administrator

Date: 03/23/16

Legal Review  
By: [Signature]  
(Attorney - DOT)

Date: 3.23.16

To: Chris Craig  
Traffic Safety Administrator

From: Chief Drew R. Whitman  
Chief of Police

Date: March 21, 2016

Subject: CTEP PT-16-12-01 (contract #G0515) Fund Increase

Dear Mr. Chris Craig,

The Panama City Beach Police Department is requesting a \$35,000 budget increase to the PCBPD Comprehensive Traffic Enforcement Program subgrant. This increase will continue to allow the Panama City Beach Police Department to work overtime in the area of traffic enforcement, which makes our roadways safer for all residents and visitors to our area.

We are requesting the following increases to the subgrant:

	FROM	TO
Salary and Benefits	\$65,000	\$100,000

Pages 1, 7, and 8 of the original subgrant agreement are replaced by the attachment numbered pages and made part of this agreement.

Sincerely,

[Signature]

Drew R. Whitman  
Chief of Police

TO: SF961MK@dot.state.fl.us  
SUBJECT: FUNDS APPROVAL/REVIEWED FOR CONTRACT G0515

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
FUNDS APPROVAL

Contract #G0515 Contract Type: GD Method of Procurement: G  
Vendor Name: CITY OF PANAMA  
Vendor ID: VF596045116012  
Beginning date of this Agmt: 10/27/15  
Ending date of this Agmt: 09/30/16  
Contract Total/Budgetary Ceiling: ct = 100000.00

\*\*\*\*\*  
Description:  
PT-16-12-01, PANAMA CITY BCH PD, Comprehensive Traffic Enfor  
cement Program

\*\*\*\*\*  
ORG-CODE \*EO \*OBJECT \*AMOUNT \*FIN PROJECT \*FCT \*CFDA  
(FISCAL YEAR) \*BUDGET ENTITY \*CATEGORY/CAT YEAR  
AMENDMENT ID \*SEQ. \*USER ASSIGNED ID \*ENC LINE(68)/STATUS  
\*\*\*\*\*

Action: SUPPLEMENTAL Funds have been: APPROVED

55 671000961 *A6 *780000 *	35000.00	*19024518401	*174	*20.600
2016		*088796/16		
S002	*00 *002	*0003/04		

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TOTAL AMOUNT: \*\$ 35,000.00 \*  
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FUNDS APPROVED/REVIEWED FOR ROBIN M. NAITOVE, CPA, COMPROLLER  
DATE: 03/22/2016

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**SUBGRANT FOR HIGHWAY TRAFFIC SAFETY FUNDS**

500-085-01  
 SAFETY  
 09/15

For F.D.O.T Use Only Project Number: PT-16-12-01	FDOT Contract Number: G0515
Federal Funds Awarded: \$100,000.00	FDOT DUNS Number: 80-939-7102
Subgrant Award (Start) Date: 10/27/2015	Subgrant End Date: 9/30/2016
Revislon Dates: 1/15/2016 , 03/23/16 , , , , ,	
<b>Part I: GENERAL ADMINISTRATIVE INFORMATION</b> (See Instructions)	
1. Project Title: PCBPD Comprehensive Traffic Enforcement Program	
2. Federal Funding: \$100,000.00 Match: \$0.00 Total Cost: \$100,000.00	
3. Subrecipient Agency: Name: City of Panama City Beach Address Line 1: 110 South Arnold Road Address Line 2: City: Panama City Beach State: FL Zip: 32413 -	4. Implementing Agency: Name: Panama City Beach Police Department Address Line 1: 17110 Firenzo Avenue Address Line 2: City: Panama City Beach State: FL Zip: 32413 -
5. Federal ID Number or 29 Digit FLAIR Account Number (State Agencies):59-6045116	
6. DUNS Number:018095984	
7. Chief Financial Officer: Name: Holly White Address Line 1: 110 South Arnold Road Address Line 2: City: Panama City Beach State: FL Zip: 32413 -  Telephone Number: (850 ) 233 - 5100 ext.  E-Mail Address: <u>hwhite@pcbgov.com</u>	8. Project Director: Name: Rich L. McClanahan, Captain Address Line 1: 17110 Firenzo Avenue Address Line 2: City: Panama City Beach State: FL Zip: 32413 -  Telephone Number: (850 ) 233 - 5000 ext.  E-Mail Address: <u>rmcclanahan@beachpolice.org</u>
9. Financial Reimbursement Contact:  Name: Holly White  Title: City Clerk  Telephone Number: (850 ) 233 - 5100 ext.  E-Mail Address: <u>hwhite@pcbgov.com</u>	10. Project Activity Contact:  Name: Rich L. McClanahan  Title: Administrative Captain  Telephone Number: (850 ) 233 - 5000 ext.  E-Mail Address: <u>rmcclanahan@beachpolice.org</u>
11. Payment Remittance Address: Address Line 1: 110 South Arnold Road Address Line 2: City: Panama City Beach State: FL Zip: 32413 -	



**Part III: PROJECT DETAIL BUDGET**

Project Title: <u>PCBPD Comprehensive Traffic Enforcement Program</u>				
Project Number: <u>PT-16-12-01</u>				
FDOT Contract Number: <u>G0515</u>				
Each budget category subtotal and individual line item costs listed below cannot be exceeded. The FDOT State Safety Office may approve shifts between budget categories and line items via an amendment.				
BUDGET CATEGORY	NARRATIVE	TOTAL COST	FEDERAL FUNDS	MATCH
D. Operating Capital Outlay		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
		\$ 0	\$0	\$0
	Subtotal		\$ 0	\$ 0
E. Indirect Cost		\$ 0	\$0	\$0
Subtotal		\$ 0	\$ 0	\$ 0
<b>Total Cost of Project</b>		<b>\$100,000</b>	<b>\$100,000</b>	<b>\$ 0</b>

Amendment Number: 2 (FDOT Only)  
Effective Date: 03/23/16 (FDOT Only)



CITY OF PANAMA CITY BEACH  
BUDGET TRANSFER FORM BF-10

No. BA # 21

FUND GENERAL ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED BUDGET	BUDGET ADJUSTMENT	NEW BUDGET BALANCE
TO 001-2101-521.14-10	Salaries Overtime	619,524.00	27,602.00	647,126.00
TO 001-2101-521.21-10	Taxes FICA	316,550.00	2,112.00	318,662.00
TO 001-2101-521.22-20	Retirement Sworn	604,605.00	5,286.00	609,891.00
TO 001-0000-331.20-40	Federal Grants CTEP	(65,000.00)	(35,000.00)	(100,000.00)
		0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
		0.00	0.00	0.00
	Check Adjustment Totals:	1,475,679.00	0.00	1,475,679.00

BRIEF JUSTIFICATION FOR BUDGET ADJUSTMENT:

To recognize a second amendment to the CTEP grant for an additional \$35,000 and to appropriate the grant funds for overtime and related benefits

ROUTING FOR APPROVAL

DEPARTMENT HEAD \_\_\_\_\_ DATE \_\_\_\_\_

CITY MANAGER \_\_\_\_\_ DATE \_\_\_\_\_

FINANCE DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_

Exhibit A