

RESOLUTION NO. 14R-2414

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SARASOTA, FLORIDA AMENDING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2013 BY PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS IN THE AMOUNTS IDENTIFIED IN EXHIBIT A; PROVIDING FOR SEVERABILITY IF ANY OF THE PARTS HEREOF ARE DECLARED INVALID; PROVIDING FOR READING BY TITLE ONLY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Resolution No. 13R-2370 the City has adopted a budget for the fiscal year beginning on October 1, 2013 and ending on September 30, 2014; and

WHEREAS, the City needs to amend said budget so as to provide for supplemental appropriations in the amounts identified in Exhibit A; and

WHEREAS, Section 166.241 (4) (c) Florida Statutes requires such a budget amendment be adopted in the same manner as the original budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SARASOTA, FLORIDA:

Section 1. The budget for the fiscal year commencing October 1, 2013 is hereby amended by providing for supplemental appropriations in the amounts identified in Exhibit A.

Section 2. Should any section, sentence, clause, part or provision of this Resolution be declared invalid or unenforceable, by a court of competent jurisdiction, the same shall not affect the validity of this Resolution as a whole, or any part hereof other than the part declared to be invalid. Said provision declared to be invalid shall be deemed severed from the remaining provisions of this Resolution.

Section 3. Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. This Resolution shall take effect immediately upon adoption.

ADOPTED by the City Commission of the City of Sarasota, upon reading by title only, after posting on the bulletin board at City Hall for at least three (3) days prior to adoption, as provided by Article IV, Section 2 of the Charter of the City of Sarasota, this 21st day of April, 2014.

Shannon Snyder, Mayor

ATTEST:

City Auditor and Clerk

<u>No</u>	Mayor Snyder
<u>Yes</u>	Vice Mayor Shaw
<u>No</u>	Commissioner Caragiulo
<u>Yes</u>	Commissioner Chapman
<u>Yes</u>	Commissioner Atwell

EXHIBIT A
City of Sarasota
Budget Amendments for 2013-14

Back-up #	FND	DPT	CC	OBJECT	PROJ	Project Description	Appropriated	
							Expense	Revenue
<i><u>General Fund</u></i>								
4/21-01	001	118	000	000437	000000	Increase revenue and expense budget to recognize transfer from	\$ 33,000	
	001	118	000	381117	000000	CRA-Newton Discretionary Funds to RLT summer youth program		\$ 33,000
<i><u>Community Development Block Grant</u></i>								
4/21-02	109	134	000	331540	000000	Request to transfer funds from the Goodrich Ave Drainage project		(37,870.10)
	109	134	000	000804	001377	and Home Rehabilitation budget to the Orange Avenue Park and	(37,870.10)	
	109	258	000	331540	000000	Dr. Martin Luther King Jr. streetscape projects.		(13,679.99)
	109	258	000	000804	000000		(13,679.99)	
	109	138	000	000804	001379		51,550.09	
	109	138	000	331540	000000			51,550.09
	109	258	000	331540	000000			(7,501.00)
	109	258	000	000804	000000		(7,501.00)	
	109	090	000	000804	001381		7,501.00	
	109	090	000	331540	000000			7,501.00
<i><u>Community Redevelopment Agency Fund</u></i>								
4/21-01	117	033	631	000901	002810	Reclassify expense budget to transfer out to General Fund - RLT	33,000	
	117	033	631	000437	002810	summer youth program	(33,000)	
4/21-03	117	138	000	000672	001926	Use of fund balance and reallocate funds from projects for	4,100,118	
	117	206	000	000698	000309	funding of the State Street Garage	(329,846)	
	117	206	000	000804	001356		(31,682)	
	117	138	000	000690	001311		(600,000)	
	117	138	000	000437	000493		(460,000)	
	117	138	712	000545	001671		(50,000)	
	117	138	000	381000	001926		(1,748,590)	
<i><u>Group Medical and Dental Self Insurance Fund</u></i>								
4/21-04	508	041	000	000435	000000	Use of fund balance for payment of medical claims	1,900,000	
<i><u>Equipment Replacement Fund</u></i>								
4/21-05	513	084	000	000679	000193	Request to transfer funds from Street Sweeping to	20,000	
	513	138	714	000684	000000	Children's Fountain	(20,000)	



Neighborhood and Development Services

Memorandum

To: Kelly Strickland, *Finance Department*

From: Tim Litchet, Director of Neighborhood & Development Services

Thru: Lorna Alston, General Manager North Sarasota Redevelopment

Date: 4/11/2014

Re: **Transfer of Funds: From Newtown CRA Funds to General Funds**

This memo is to request a **transfer of funds** to and from the following accounts:

Amount to be transferred:	\$33,000	
Account to transfer FROM:	Newtown CRA	117-033-631-000901-002810 - \$33,000 117-033-631-000437-002810 - (\$33,000)
Account to transfer TO:	General Fund	001-118-000-000437-000000 - \$33,000 001-118-000-381117-000000 - \$33,000

Explanation of Request:

During the April 8, 2014 Newtown Community Redevelopment Agency Advisory Board (NCRAAB) meeting a presentation was made by Jerry Fogle, Manager, Robert L. Taylor Community Complex the Summer Youth Counselors in Training (CIT) 10 Week Program and request for \$24,000 TIF funds. Following discussion, the NCRAAB voted unanimously to recommend approval of \$24,000 TIF funds for seven youth to be hired for the Robert L. Taylor Community Complex 10 week summer Counselors in Training program and provide staff the option for an additional \$9,000 (total \$33,000) in the program in the event there is a funding shortfall despite the program managers best efforts to secure funds.

The program represents collaboration between Booker High School (College for Every Student Program) and CareerSource Suncoast (formerly Suncoast Workforce) (weekly life skills instructor). (See attached memo).

Presentation of this item is scheduled for the April 21, 2014 CRA Board and City Commission Consent Item One.

CC: Stacey Monroe



Memorandum

To: Newtown CRA – Advisory Board
Through: Douglas Jeffcoat, Public Works Director
From: Jerry Fogle, Manager, Robert L. Taylor Community Complex
Date: March 26, 2014
Re: Summer Youth Employment Program Funding Request of \$ 24,000 in TIF Funds

Request is being made for \$24,000 of TIF funds for seven youth to be hired as Counselors in Training (CIT) for the summer. The request of \$24,000 will be matched by a Community Development Block Grant (CDBG). This match will allow a total of 14 youth to be hired, at Florida's minimum wage, and associated cost for insurance, background check and fingerprinting.

Background:

The City of Sarasota is proposing a 10 week, Summer Camp at the Robert L. Taylor Community Complex (RLTCC) from June – August 2014. During the program, there is an opportunity for 14 youth (ages 16-21) living in the community, including Newtown, to work at RLTCC as Counselors in Training (CIT). The positions are paid and the employment of CITs is mutually beneficial to both the City and the student workers.

CIT's gain work experience in a positive, supportive environment while earning money and learning career skills. RLTCC receives the benefit of additional summer camp staff to lead activities and assist in the monitoring of campers.

This will be the second year that the program will be implemented. Last year the program was underwritten by the Community Redevelopment Agency (CRA) and the City Commission in the amount of \$33,000 and a Community Development Block Grant (CDBG) in the amount of \$24,159.08. The Newtown CRAAB reviewed and recommended approval of the request to the CRA and City Commission. In-kind resources were provided by CareerSource (formerly Suncoast Workforce), Sarasota County Parks and Recreations, Booker High School, and Educate Today.

Evidence of the program's success was seen by the noticeable character development of the youth participants and by the caliber of their work. After the summer program ended, some of the youth now volunteer at RLTCC. We anticipate that a majority of last year's CIT's will be re-applying for positions this year.

Final report of prior year's program was presented to the Newtown CRAAB on October 10, 2013.

CRA TIF Funding Justification:

The Summer Youth Employment CIT Program aligns with the Newtown CRA Plan Community Health Safety & Welfare strategies, as follows:

High School Education:

Strategies:

Identify opportunities for joint efforts among stakeholders to positively influence the living/learning linkage in the neighborhood.

Support high school finishing programs.

RLTCC Summer Camp will:

Create a partnership between the City, Booker High School and CareerSource (formerly Suncoast Workforce) in order to strengthen the living/learning linkage. Specifically, RLTCC is collaborating with Booker High School's "College for Every Student" program to identify potential CITs. RLTCC has partnered with CareerSource (formerly Suncoast Workforce) to provide career skills curriculum in weekly training sessions for every CIT in the program.

Youth Activities:

Strategies:

Create leadership training programs, for both young people and established adult residents that focus on community involvement at the local level.

Create a funded coordinator position to promote prevention efforts that seek to reduce risk-taking behavior in youth.

RLTCC Summer Camp will:

The CIT program teaches leadership skills to young people by placing them in leadership roles while under the supervision of mentors who are professionals in the parks and recreation field.

Program Funding:

\$24,000	Community Development Block Grant (CDBG) funding for seven young people to participate in the program.
\$24,000	Request is being made for \$24,000 of TIF funds for additional seven youth employees, which will double the number of youth (to 14) that can be hired as CIT's for the summer. The request of \$24,000 is based on hiring seven youth, at Florida's minimum wage, cost for insurance, background check and fingerprinting.
\$48,000	Total Cost for 14 youth CIT employees for Summer Youth Program

City of Sarasota

Neighborhood and Development Services Department

MINUTES OF THE SPECIAL MEETING OF THE NEWTOWN COMMUNITY

REDEVELOPMENT AGENCY ADVISORY BOARD (NCRAAB)

April 8, 2014 at 6:00 p.m. at the Robert L. Taylor Community Complex

Note: The City's Website address is sarasotagov.com. Scroll down to "Video on Demand". In the second dropdown box reads "Advisory Board Meetings", select the board you want. On the next page you can select the meeting documents you are interested in.

Members Present:

Mark Huey, Chair
Shelli Freeland-Eddie, Vice Chair
Margaret Esaw-Christmas
Ernie DuBose
Yvette Williams
Harvey Ruiz
Colleen McGue
Joe Hembree

City Staff:

Lorna Alston, General Manager (NRO)
Dru Jones, Economic Development Coordinator

I. Notice to the Public

II. **Call Meeting to Order and Introductions**

The NCRAAB Regular Meeting was called to order at 6:06 p.m.
Reading of the Mission Statement

III. **Roll Call and Board Attendance**

Consideration of member absences at previous meetings:

MOTION: To excuse the absence of Williams on April 3, by Freeland-Eddie,
2nd by Huey

Vote: Approved unanimously 7-0 (Williams abstained)

MOTION: To excuse the absence of Esaw-Christmas on March 20, by Freeland-Eddie, 2nd
by DuBose

Vote: Approved unanimously 7-0 (Esaw-Christmas abstained)

MOTION: To excuse the absences of Ruiz on March 20 and April 3, by Dubose, 2nd by
Hembree

Vote: Approved unanimously 7-0 (Ruiz abstained)

MOTION: To excuse the absence of McGue on April 3, by Williams, 2nd by Freeland-Eddie

Vote: Approved unanimously 7-0 (McGue abstained)

MOTION: To excuse the absence of Hembree on April 3, by Esaw-Christmas, 2nd by
Freeland-Eddie

Vote: Approved Unanimously 7-0 (Hembree abstained)

IV. **Changes to the Order of the Day**

Remove VI. Unfinished Business, A. Downtown Extension Committee Report

V. **Approval of Minutes**

MOTION: To accept the minutes of the March 5 New Member Orientation Meeting, by Hembree, 2nd by Esaw-Christmas
Vote: Unanimously approved 8-0

MOTION: To accept the minutes of the March 12 Special Newtown CRA Advisory Board Meeting, by Hembree, 2nd by McGue
Vote: Unanimously approved 8-0

MOTION: To accept the minutes of the March 20 Joint Downtown and Newtown CRA Advisory Board Meeting, by Freeland-Eddie, 2nd by Ruiz
Vote: Unanimously approved 8-0

MOTION: To accept the minutes of the March 27 Newtown CRA Advisory Board Chair and Vice Chair Meeting, by Huey, 2nd by Freeland-Eddie
Vote: Unanimously approved 8-0

MOTION: To accept the minutes of the April 3 Regular Newtown CRA Advisory Board Meeting, by DuBose, 2nd by Freeland-Eddie
Vote: Unanimously approved 8-0

VI. Unfinished Business:

A. Downtown CRA Extension Committee, Joint City and County Commission Meeting, April 1, 2014, Marlon Brown, Deputy City Manager (Removed)

B. Prioritization of Newtown Redevelopment Plan Projects - 2014-2015 - Lorna Alston, General Manager

MOTION: To accept and recommend the proposed Newtown CRA Advisory Board Priority Projects 2014-15 report and additional projects from the Newtown CRA plan to be finalized by staff based upon our Board discussion and which shall total to a minimum value of \$5 million dollars, by DuBose

Amended: That the recommended list include funding an initial study of potential areas within Newtown for increased density, including the level of community support for such higher density areas, by Hembree, 2nd by Williams

Vote: Approved unanimously 8-0

MOTION: To recommend that the CRA Board that the Newtown portion of current year and projected TIF revenues be held harmless from any amendments to the 2013-14 CRA or future CRA budgets attributable to Downtown capital project cost overruns, by Freeland-Eddie, 2nd by DuBose

Vote: Unanimously approved 8-0

VII. New Business:

A. Robert L. Taylor Community Complex (Summer Counselors in Training Program), Request \$24,000, Jerry Fogle, Manager

Jerry Fogle requested consideration to support TIF funds for seven youth to be hired as Counselors in Training for the summer at \$24,000. Last year, TIF funds supported nine youth for \$33,000.

MOTION: To recommend approval of \$24,000 TIF funds for seven youth to be hired for the Robert L. Taylor Community Complex 10 week summer Counselors in Training program and provide staff the option for an additional \$9,000 (total \$33,000) in the program in the event there is a funding shortfall despite the program managers best efforts to secure funds, by Huey, 2nd by Esaw-Christmas

Vote: Unanimously approved 8-0

VIII. Citizens Input

- IX. Board Member Input
- X. Staff Report
- XI. Citizens Input
- XII. Adjournment – 8:25 p.m.



SARASOTA

Office of Housing & Community Development

INTEROFFICE MEMORANDUM

TO: John Lege III, Finance Director
THROUGH: Donald D. Hadsell, OHCD General Manager *DALH*
FROM: Cindy Emshoff, OHCD Finance Manager *CE*
RE: Budget Amendment
DATE: April 11, 2014

A budget amendment is needed for the Community Development Block Grant (CDBG). On December 2, 2013, the City Commission approved funding for park playground equipment at both Mary Dean Park and Orange Avenue Park, as well as bulb-out removal and streetscape improvements to Dr. Martin Luther King Jr. corridor, plus drainage improvements on Goodrich.

The Goodrich Avenue drainage project has come in under budget, and there is a balance of \$37,870.10 remaining. Using the lowest bids, the park playground equipment bids exceed the budgeted amount by \$7,501.00. Similarly, the lowest bidder for the corridor streetscape project exceeded the budget by \$51,550.09. By transferring funds from the Goodrich drainage budget and home rehabilitation budget, we can make up the difference needed.

We respectfully request permission to utilize the balance of the Goodrich drainage project as well as a portion of the home rehabilitation budget to make up the shortfall in order for the streetscape project to move forward. Also, we request that a portion of the home rehabilitation budget be used to bridge the gap for funding needed for the park playground equipment. Funding the park improvements and streetscape project will allow us to meet the federal spending deadline.

Fund 109 – CDBG

109-134-000-331540-000000	CDBG HUD Allocation	\$37,870.10
109-134-000-000804-001377	Goodrich Ave Drainage	(37,870.10)
109-258-000-331540-000000	CDBG HUD Allocation	\$13,679.99
109-258-000-000804-000000	Home Rehabilitation	(13,679.99)
109-138-000-000804-001379	MLK Streetscape	\$51,550.09
109-138-000-331540-000000	CDBG HUD Allocation	(51,550.09)
109-258-000-331540-000000	CDBG HUD Allocation	\$ 7,501.00
109-258-000-000804-000000	Home Rehabilitation	(7,501.00)
109-090-000-000804-001381	Orange Ave Park	\$ 7,501.00
109-090-000-331540-000000	CDBG HUD Allocation	(7,501.00)



Interoffice Memorandum

Date: April 15, 2014

To: City Commission

Thru: Thomas W. Barwin, City Manager

From: John Lege, Finance Director

Subject: COMMUNITY REDEVELOPMENT AGENCY FUND BUDGET AMENDMENT

The purpose of this budget amendment is to appropriate funds for the State Street Garage. The total cost of the project is estimated to be \$11,379,459. Currently, a budget of \$7,279,341 has been established. This leaves a shortfall of \$4,100,118.

In order to fund the garage, staff proposes to appropriate available fund balance and reallocate funds from projects that have been identified in the Community Redevelopment Agency Fund that are no longer required and from projects that can be moved to the next fiscal year. A budget amendment is required to appropriate \$880,000 in fund balance, reallocate funds from the Downtown Redevelopment Plan (\$329,846) and Downtown CRA Grants (\$31,682) for projects that are no longer required, and reallocate funds from the Wayfinding Signage Project (\$600,000), Downtown Transportation Project (\$460,000) and Enhanced Maintenance (\$50,000) for projects that will be moved to next fiscal year. After considering the appropriation of fund balance and the reallocation of funding from the above projects, the remaining funding shortfall is \$1,748,590.

Staff has determined the most cost effective manner in which to provide the additional funding is an interfund loan of \$874,295 from the Fleet Liability Fund and \$874,295 from the Workers Compensation Fund. The interest rate on the interfund loan will be 3 percent per annum and extend for a period of two years. The loan can be prepaid at the option of the Community Redevelopment Agency in whole or in part at any time at a price equal to the principal amount plus accrued interest to the prepayment date, without penalty. Please accept this memo a request for approval for the following budget amendment.

State Street Garage	\$	4,100,118	117-138-000-000672-001926
Downtown Redevelopment Plan		(329,846)	117-206-000-000698-000309
Downtown CRA Grant Program		(31,682)	117-206-000-000804-001356
Wayfinding Signage		(600,000)	117-138-000-000690-001311
Downtown Transportation		(460,000)	117-138-000-000437-000493
Enhanced Maintenance		(50,000)	117-138-712-000545-001671
Interfund Loan Proceeds		(1,748,590)	117-138-000-381000-001926
		<u>880,000</u>	Use of Fund Balance

Sincerely,

John Lege, CGFO
Finance Director



Interoffice Memorandum

Date: April 15, 2014

To: John Lege, Director of Finance

From: Stacie Mason, Director of Human Resources

Subject: Budget Amendment for Group Medical and Dental Self Insurance Fund

Please accept this memorandum as a request to appropriate fund balance to sustain the Group Medical and Dental Self Insurance Fund for claims through September 30, 2014, for presentation at the regular City Commission meeting on April 21, 2014.

The reason for this funding request is a direct result of higher than projected medical claims incurred by our active employees and their covered dependents. The claims budget for 2014 is \$4,525,890. To date, claims have already reached \$4.1 million which is \$1.7 million greater than the same six month period last fiscal year. In addition, we have had six claims in excess of \$100,000 each including several claims exceeding our stop loss deductible of \$250,000 per claim. Over half of these claims are predicted to continue for an undetermined length of time. Claims over and above \$250,000 each will be reimbursed to the fund through our stop-loss coverage.

Based on the current weekly claims rate of approximately \$147,000 (before any reimbursements for stop-loss claims), it is estimated that an additional \$1,900,000 may be needed to cover claims through the end of the fiscal year. I am requesting that the claims budget (508-041-000-000435-000000) be increased by \$1,900,000.



INTEROFFICE MEMORANDUM

Date: April 10, 2014

To: Kelly Strickland, Finance Deputy Director

From: Doug Jeffcoat, Public Works Director 

Subject: Budget Transfer

We have experienced an unexpected equipment failure at the Children's Fountain. For it to be operational we must replace the failed chemical controller system at a cost not to exceed \$20,000.00.

I am requesting the use of funds budgeted for street sweeping equipment replacement to be transferred to the Children's Fountain to cover this cost. The department has contracted out the residential portion of our sweeping service and no longer needs to fund the replacement program at its current level. The contracted operation has resulted in a reduction of our fleet from 3 down to 2.

In the equipment replacement fund would you please complete the following budget transfer:

Increase	513-084-000-000679-000193 (Children's Fountain)	\$20,000.00
Decrease	513-138-714-000684-000000 (Street Sweeping)	\$20,000.00

Should you have any questions, please do not hesitate to contact me.

RECEIVED

APR 11 2014

FINANCE DEPT